

Internal Services

**INTERNAL SERVICE
BUDGET NARRATIVE
Fiscal Years 2014-15 and 2015-16**

2014-15 TOTAL BUDGET: \$ 6,802,110
2015-16 TOTAL BUDGET: \$ 6,615,030

FUNCTIONS/OBJECTIVES:

The Internal Service funds account for those functions that are shared by all City departments. They include: Workers' Compensation Insurance, Liability Insurance, accrued leave benefits payout, equipment maintenance and replacement, management information systems, and building and grounds maintenance.

These costs are distributed between the departments based on a number of factors. These factors include the type of work performed by a department, the use of certain types of services, size and condition of occupied structures and types of equipment used by individual departments.

PRIOR YEAR MAJOR ACCOMPLISHMENTS:

- Resolved most general liability claims in-house, reducing third party administrator costs.
- Continued to offer a variety and number of safety training classes for field employees.
- Continued the work of the safety committee to aid the city in compliance with OSHA guidelines and producing a safer work environment.
- Conducted audiogram testing for all field personnel.
- Provided liability workshops for employees to increase risk awareness and reduce risk exposure.
- Convened the Accident Committee to investigate and review employee vehicular accidents

CITY of BUENA PARK
Summary of Resources and Requirements
Internal Service Funds
Fiscal Years 2014-15 and 2015-16

<i>Fund</i>	Resources				Requirements			<i>Ending Balance June 2015</i>
	<i>Beginning Balance July 2014</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	\$2,430,000	\$1,365,000	\$ -	\$3,795,000	\$ 1,101,650	\$ -	\$ 1,101,650	\$ 2,693,350
Public Liability	\$ -	\$ 3,100	\$950,000	\$ 953,100	\$ 932,750	\$ -	\$ 932,750	\$ 20,350
Accrued Leave	\$1,450,000	\$ 260,000	\$ -	\$1,710,000	\$ 250,000	\$ -	\$ 250,000	\$ 1,460,000
Mngt Info Systems	\$ 890,000	\$ 447,820	\$ -	\$1,337,820	\$ 489,500	\$ -	\$ 489,500	\$ 848,320
Facilities Maint	\$ 480,000	\$1,915,060	\$ -	\$2,395,060	\$ 1,898,010	\$ 15,000	\$ 1,913,010	\$ 482,050
Equipment Maint	\$2,600,000	\$2,174,390	\$ -	\$4,774,390	\$ 2,115,200	\$ -	\$ 2,115,200	\$ 2,659,190
Payroll Revolving	\$ -	\$2,055,040	\$ -	\$2,055,040	\$ 2,055,040	\$ -	\$ 2,055,040	\$ -

<i>Fund</i>	Resources				Requirements			<i>Ending Balance June 2016</i>
	<i>Beginning Balance July 2015</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	\$2,693,350	\$1,365,000	\$ -	\$4,058,350	\$ 1,101,560	\$ -	\$ 1,101,560	\$ 2,956,790
Public Liability	\$ 20,350	\$ 3,100	\$950,000	\$ 973,450	\$ 932,660	\$ -	\$ 932,660	\$ 40,790
Accrued Leave	\$1,460,000	\$ 260,000	\$ -	\$1,720,000	\$ 250,000	\$ -	\$ 250,000	\$ 1,470,000
Mngt Info Systems	\$ 848,320	\$ 400,320	\$ -	\$1,248,640	\$ 388,900	\$ -	\$ 388,900	\$ 859,740
Facilities Maint	\$ 482,050	\$1,948,600	\$ -	\$2,430,650	\$ 1,931,520	\$ 15,000	\$ 1,946,520	\$ 484,130
Equipment Maint	\$2,659,190	\$2,160,100	\$ -	\$4,819,290	\$ 1,995,390	\$ -	\$ 1,995,390	\$ 2,823,900
Payroll Revolving	\$ -	\$2,055,040	\$ -	\$2,055,040	\$ 2,055,040	\$ -	\$ 2,055,040	\$ -

CITY OF BUENA PARK
Internal Service Funds
Fiscal Year 2014-15

	<i>FUND</i>							TOTAL
	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	\$ 1,101,650	\$ 932,750		\$ -				\$ 2,034,400
Accrued Leave			\$250,000					250,000
Mngt Information Systems						\$489,500		489,500
Facilities Maintenance							\$1,913,010	1,913,010
Equipment Maintenance				\$ 2,115,200				2,115,200
Pension Obligation					\$ 2,055,040			2,055,040
TOTAL BUDGET	\$ 1,101,650	\$ 932,750	\$250,000	\$ 2,115,200	\$ 2,055,040	\$489,500	\$1,913,010	\$ 8,857,150

	<i>Personnel</i>	<i>Maintenance & Operations</i>	<i>Equipment</i>	TOTAL
Self Insurance	\$ -	\$ 2,034,400	\$ -	\$ 2,034,400
Accrued Leave	250,000	-	-	250,000
Mngt Information Systems	104,970	239,700	144,830	489,500
Facilities Maintenance	353,370	1,557,640	2,000	1,913,010
Equipment Maintenance	509,530	1,078,670	527,000	2,115,200
Pension Obligation	-	2,055,040	-	2,055,040
	\$ 1,217,870	\$ 6,965,450	\$673,830	\$ 8,857,150

CITY OF BUENA PARK
Internal Service Funds
Fiscal Year 2015-16

	<i>FUND</i>							TOTAL
	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	\$ 1,101,560	\$ 932,660		\$ -				\$ 2,034,220
Accrued Leave			\$250,000					250,000
Mngt Information Systems						\$388,900		388,900
Facilities Maintenance							\$1,946,520	1,946,520
Equipment Maintenance				\$ 1,995,390				1,995,390
Pension Obligation					\$ 2,055,040			2,055,040
TOTAL BUDGET	\$ 1,101,560	\$ 932,660	\$250,000	\$ 1,995,390	\$ 2,055,040	\$388,900	\$ 1,946,520	\$ 8,670,070

	<i>Personnel</i>	<i>Maintenance & Operations</i>	<i>Equipment</i>	TOTAL
Self Insurance	\$ -	\$ 2,034,220	\$ -	\$ 2,034,220
Accrued Leave	250,000	-	-	250,000
Mngt Information Systems	110,400	245,700	32,800	388,900
Facilities Maintenance	361,120	1,584,200	1,200	1,946,520
Equipment Maintenance	523,480	1,080,510	391,400	1,995,390
Pension Obligation	-	2,055,040	-	2,055,040
	\$ 1,245,000	\$ 6,999,670	\$425,400	\$ 8,670,070

**CITY OF BUENA PARK
REVENUE DETAIL
BUDGET YEARS 2014-15 AND 2015-16**

FUND/ SOURCE DESCRIPTION	2012-13 PRIOR YR ACTUAL	2013-14 CURRENT YR BUDGET	2013-14 REVISED ESTIMATE	2014-15 BUDGET ESTIMATE	2015-16 BUDGET ESTIMATE
WORKERS COMP SELF-INS FUND					
USE OF MONEY & PROPERTY					
62 3410	63,683	250,000	65,000	65,000	65,000
	63,683	250,000	65,000	65,000	65,000
CHARGES FOR CURRENT SERVICES					
62 3791	1,216,668	1,300,000	1,300,000	1,300,000	1,300,000
	1,216,668	1,300,000	1,300,000	1,300,000	1,300,000
	<u>1,280,351</u>	<u>1,550,000</u>	<u>1,365,000</u>	<u>1,365,000</u>	<u>1,365,000</u>
PUBLIC LIAB SELF-INS FUND					
USE OF MONEY & PROPERTY					
63 3410	3,078	18,000	3,100	3,100	3,100
	3,078	18,000	3,100	3,100	3,100
CHARGES FOR CURRENT SERVICES					
63 3799	950,000	950,000	950,000	950,000	950,000
	950,000	950,000	950,000	950,000	950,000
	<u>953,078</u>	<u>968,000</u>	<u>953,100</u>	<u>953,100</u>	<u>953,100</u>
ACCRUED LEAVE FUND					
USE OF MONEY & PROPERTY					
65 3410	9,702	33,000	10,000	10,000	10,000
	9,702	33,000	10,000	10,000	10,000
CHARGES FOR CURRENT SERVICES					
65 3777	150,144	250,000	250,000	250,000	250,000
	150,144	250,000	250,000	250,000	250,000
	<u>159,846</u>	<u>283,000</u>	<u>260,000</u>	<u>260,000</u>	<u>260,000</u>

**CITY OF BUENA PARK
REVENUE DETAIL
BUDGET YEARS 2014-15 AND 2015-16**

FUND/ SOURCE DESCRIPTION	2012-13 PRIOR YR ACTUAL	2013-14 CURRENT YR BUDGET	2013-14 REVISED ESTIMATE	2014-15 BUDGET ESTIMATE	2015-16 BUDGET ESTIMATE
EQUIP MAINT & REPLACE FUND					
USE OF MONEY & PROPERTY					
71 3410	26,515	60,000	26,500	26,500	26,500
	26,515	60,000	26,500	26,500	26,500
CHARGES FOR CURRENT SERVICES					
71 3700	2,324	-	-	-	-
71 3760	-	500	500	500	500
71 3767	1,549,476	1,560,050	1,560,050	1,588,130	1,603,970
71 3770	402,780	486,470	486,470	509,260	479,130
71 3788	46,477	40,000	40,000	40,000	40,000
71 3796	41,830	10,000	10,000	10,000	10,000
	2,042,887	2,097,020	2,097,020	2,147,890	2,133,600
	2,069,402	2,157,020	2,123,520	2,174,390	2,160,100
PAYROLL REVOLVING FUND					
USE OF MONEY & PROPERTY					
73 3779	1,849,477	2,055,040	2,055,040	2,055,040	2,055,040
	1,849,477	2,055,040	2,055,040	2,055,040	2,055,040
	1,849,477	2,055,040	2,055,040	2,055,040	2,055,040
MANAGEMENT INFO SYSTEMS					
USE OF MONEY & PROPERTY					
74 3410	11,395	22,000	11,500	11,500	11,500
	11,395	22,000	11,500	11,500	11,500
CHARGES FOR CURRENT SERVICES					
74 3756	627,384	336,390	336,390	436,320	388,820
	627,384	336,390	336,390	436,320	388,820
	638,779	358,390	347,890	447,820	400,320
GOV'T BLDGS MAINT FUND					
USE OF MONEY & PROPERTY					
77 3410	2,165	8,000	2,100	2,100	2,100
	2,165	8,000	2,100	2,100	2,100

**CITY OF BUENA PARK
REVENUE DETAIL
BUDGET YEARS 2014-15 AND 2015-16**

FUND/ SOURCE DESCRIPTION	2012-13 PRIOR YR ACTUAL	2013-14 CURRENT YR BUDGET	2013-14 REVISED ESTIMATE	2014-15 BUDGET ESTIMATE	2015-16 BUDGET ESTIMATE
CHARGES FOR CURRENT SERVICES					
77 3778 BLDG & GRNDS MAINT CHARGE	1,731,468	1,883,380	1,883,380	1,912,960	1,946,500
TOTALS FOR SOURCE	1,731,468	1,883,380	1,883,380	1,912,960	1,946,500
TOTAL FOR FUND	1,733,633	1,891,380	1,885,480	1,915,060	1,948,600



CITY OF BUENA PARK
APPROPRIATION SUMMARY

FUNCTION GENERAL GOVERNMENT SERVICES	DEPARTMENT TITLE INTERNAL SUPPORT - SELF INSURANCE
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FISCAL YEAR 2014-15

APPROPRIATION ALLOCATION

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
107410	WORKERS' COMP	-	1,101,650	-	1,101,650
107420	LIABILITY INSURANCE	-	932,750	-	932,750
TOTAL APPROPRIATIONS		-	2,034,400	-	2,034,400

RESOURCE ALLOCATION

FUND NUMBER	FUND TITLE	TOTAL
62	WORKERS' COMPENSATION	1,101,650
63	PUBLIC LIABILITY	932,750
TOTAL RESOURCES		2,034,400

FISCAL YEAR 2015-16

APPROPRIATION ALLOCATION

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
107410	WORKERS' COMP	-	1,101,560	-	1,101,560
107420	LIABILITY INSURANCE	-	932,660	-	932,660
TOTAL APPROPRIATIONS		-	2,034,220	-	2,034,220

RESOURCE ALLOCATION

FUND NUMBER	FUND TITLE	TOTAL
62	WORKERS' COMPENSATION	1,101,560
63	PUBLIC LIABILITY	932,660
TOTAL RESOURCES		2,034,220

CITY OF BUENA PARK
MUNICIPAL BUDGET DETAIL

DEPARTMENT TITLE		ACTIVITY TITLE						
INTERNAL SUPPORT SVCS - SELF INS		WORKERS' COMPENSATION						
OBJECT CODE	EXPENDITURE CLASSIFICATION	2012-13 AMENDED BUDGET	2012-13 ACTUAL	2013-14 AMENDED BUDGET	2014-15 DEPARTMENT REQUESTED	2014-15 CITY COUNCIL APPROVED	2015-16 DEPARTMENT REQUESTED	2014-15 CITY COUNCIL APPROVED
	MAINTENANCE & OPERATIONS							
6240	PROF/CONTRACTUAL SERVICES	95,000	91,351	100,000	100,000	100,000	100,000	100,000
6265	MNGT INFO SYS CHGS - CITY	1,340	1,344	670	950	950	860	860
6420	MEMBERSHIP & SUBSCRIPTIONS	300	-	300	300	300	300	300
6620	WORKERS' COMP CLAIM PAYMENTS	800,000	1,353,934	800,000	800,000	800,000	800,000	800,000
6625	CLAIM ADJUSTMENT AT YEAR END	-	310,719	-	-	-	-	-
6645	INSURANCE - EXCESS PREMIUM	160,000	157,333	165,000	200,000	200,000	200,000	200,000
6650	CONFERENCE/MEETING/TRAINING	400	409	400	400	400	400	400
	MAINTENANCE & OPERATIONS TOTAL	1,057,040	1,915,090	1,066,370	1,101,650	1,101,650	1,101,560	1,101,560

CITY OF BUENA PARK
MUNICIPAL BUDGET DETAIL

DEPARTMENT TITLE INTERNAL SUPPORT SVCS - SELF INS			ACTIVITY TITLE LIABILITY INSURANCE					
OBJECT CODE	EXPENDITURE CLASSIFICATION	2012-13 AMENDED BUDGET	2012-13 ACTUAL	2013-14 AMENDED BUDGET	2014-15 DEPARTMENT REQUESTED	2014-15 CITY COUNCIL APPROVED	2015-16 DEPARTMENT REQUESTED	2015-16 CITY COUNCIL APPROVED
	MAINTENANCE & OPERATIONS							
6240	PROF/CONTRACTUAL SERVICES	45,000	18,343	45,000	45,000	45,000	45,000	45,000
6242	ATTORNEY CONTRACT SERVICES	300,000	262,256	300,000	300,000	300,000	300,000	300,000
6265	MNGT INFO SYS CHGS - CITY	1,340	1,344	670	950	950	860	860
6420	MEMBERSHIP & SUBSCRIPTIONS	200	-	200	200	200	200	200
6625	CLAIM ADJUSTMENT AT YEAR END	-	(35,026)	-	-	-	-	-
6630	LIABILITY CLAIM PAYMENTS	300,000	27,075	300,000	300,000	300,000	300,000	300,000
6645	INSURANCE - EXCESS PREMIUM	400,000	260,812	400,000	286,000	286,000	286,000	286,000
6650	CONFERENCE/MEETING/TRAINING	600	602	600	600	600	600	600
	MAINTENANCE & OPERATIONS TOTAL	1,047,140	535,406	1,046,470	932,750	932,750	932,660	932,660

CITY OF BUENA PARK
PROFESSIONAL & CONTRACTUAL SERVICES DETAIL (6240)
FY 2014-15 and FY 2015-16

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

Fund/ Activity	Description/Justification	FY 12-13 Actual	FY 13-14 Budget	FY 14-15 Proposed	FY 14-15 Approved	FY 15-16 Proposed	FY 15-16 Approved
TOTAL DEPARTMENT		\$ 109,694	\$ 145,000	\$ 145,000	\$ 145,000	\$ 145,000	\$ 145,000
62-107410	<u>Workers' Compensation</u>						
	• Third party administrative fee	91,351	100,000	100,000	100,000	100,000	100,000
	SUB-TOTAL	<u>91,351</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>
63-107420	<u>Public Liability</u>						
	• Third party administrative fee	18,343	45,000	45,000	45,000	45,000	45,000
	SUB-TOTAL	<u>18,343</u>	<u>45,000</u>	<u>45,000</u>	<u>45,000</u>	<u>45,000</u>	<u>45,000</u>

CITY OF BUENA PARK
MEMBERSHIP & SUBSCRIPTIONS (6420)
FY 2014-15 and FY 2015-16

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

Fund/ Activity	Description/Justification	FY 12-13 Actual	FY 13-14 Budget	FY 14-15 Proposed	FY 14-15 Approved	FY 15-16 Proposed	FY 15-16 Approved
TOTAL DEPARTMENT		\$ -	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
62-107410	<u>Workers' Compensation</u>						
	• Public Agency Risk Mgrs Assoc dues	-	200	200	200	200	200
	• Safety periodicals and magazines	-	100	100	100	100	100
	SUB-TOTAL	-	300	300	300	300	300
63-107420	<u>Public Liability</u>						
	• Misc books, dues and publications	-	100	100	100	100	100
	• Risk and Insurance Management Societies dues	-	100	100	100	100	100
	SUB-TOTAL	-	200	200	200	200	200

CITY OF BUENA PARK
 CONFERENCES, MEETINGS & TRAINING DETAIL (6650)
 FY 2014-15 and FY 2015-16

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

Fund/ Activity	Description/Justification	FY 12-13 Actual	FY 13-14 Budget	FY 14-15 Proposed	FY 14-15 Approved	FY 15-16 Proposed	FY 15-16 Approved
TOTAL DEPARTMENT		\$ <u>1,011</u>	\$ <u>1,000</u>	\$ <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>409</u>	<u>400</u>	<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>602</u>	<u>600</u>	<u>600</u>	<u>600</u>	<u>600</u>	<u>600</u>

CITY OF BUENA PARK
APPROPRIATION SUMMARY

FUNCTION INTERNAL SERVICE	DEPARTMENT TITLE ACCRUED LEAVE
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FISCAL YEAR 2014-15

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

FISCAL YEAR 2015-16

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	2012-13 AMENDED BUDGET	2012-13 ACTUAL	2013-14 AMENDED BUDGET	2014-15 DEPARTMENT REQUESTED	2014-15 CITY COUNCIL APPROVED	2015-16 DEPARTMENT REQUESTED	2015-16 CITY COUNCIL APPROVED
	SALARY & BENEFITS							
5133	ACCRUED LEAVE PAYOUT	250,000	523,124	250,000	250,000	250,000	250,000	250,000
	SALARY & BENEFITS TOTAL	250,000	523,124	250,000	250,000	250,000	250,000	250,000

**CITY OF BUENA PARK
APPROPRIATION SUMMARY**

FUNCTION GENERAL GOVERNMENT SERVICES	DEPARTMENT TITLE EQUIPMENT MAINTENANCE
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FISCAL YEAR 2014-15

APPROPRIATION ALLOCATION

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
171710	VEH & SM ENGINE MAINT	509,530	1,078,670	527,000	2,115,200
	TOTAL APPROPRIATIONS	509,530	1,078,670	527,000	2,115,200

RESOURCE ALLOCATION

FUND NUMBER	FUND TITLE	TOTAL
71	EQUIP MAINT & REPLACEMENT FUND	2,115,200
	TOTAL RESOURCES	2,115,200

FISCAL YEAR 2015-16

APPROPRIATION ALLOCATION

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
171710	VEH & SM ENGINE MAINT	523,480	1,080,510	391,400	1,995,390
	TOTAL APPROPRIATIONS	523,480	1,080,510	391,400	1,995,390

RESOURCE ALLOCATION

FUND NUMBER	FUND TITLE	TOTAL
71	EQUIP MAINT & REPLACEMENT FUND	1,995,390
	TOTAL RESOURCES	1,995,390

**CITY OF BUENA PARK
MUNICIPAL BUDGET DETAIL**

FUNCTION		DEPARTMENT TITLE						
GENERAL GOVERNMENT SERVICES		EQUIPMENT MAINTENANCE						
OBJECT CODE	EXPENSE CLASSIFICATION	2012-13 AMENDED BUDGET	2012-13 ACTUAL	2013-14 AMENDED BUDGET	2014-15 DEPARTMENT REQUESTED	2014-15 CITY COUNCIL APPROVED	2015-16 DEPARTMENT REQUESTED	2015-16 CITY COUNCIL APPROVED
	SALARY & BENEFITS							
	#							
	EQUIPMENT MAINT SUPERVISOR 0.00	71,470		74,980	-	-	-	-
	FLEET MAINT SUPERVISOR 1.00	-		-	78,630	78,630	82,450	82,450
	LEAD EQUIPMENT MECHANIC 0.00	68,070		61,160	-	-	-	-
	LEAD FLEET MECHANIC 1.00	-		-	64,120	64,120	67,270	67,270
	EQUIPMENT MECHANIC 0.00	174,420		177,120	-	-	-	-
	FLEET MECHANIC 3.00	-		-	179,600	179,600	179,600	179,600
	SENIOR TYPIST CLERK 0.00	22,710		22,710	-	-	-	-
	SENIOR OFFICE ASSISTANT 0.50	-		-	22,710	22,710	22,710	22,710
	TOTAL POSITIONS 5.50							
	FURLOUGH SALARIES	(15,700)		(16,800)	-	-	-	-
	LABOR REDUCTION	(1,370)		-	-	-	-	-
5110	REGULAR SALARIES	319,600	269,150	319,170	345,060	345,060	352,030	352,030
5110	LONGEVITY PAY	-	-	1,500	1,570	1,570	1,650	1,650
5115	EXCESS MEDICAL PREMIUM	7,820	3,799	580	3,400	3,400	3,400	3,400
5117	SERP	8,440	8,440	8,440	-	-	-	-
5118	SPECIAL LICENSE	3,000	2,212	3,420	3,180	3,180	3,180	3,180
5130	OVERTIME	2,000	5,096	2,000	2,500	2,500	2,500	2,500
5131	VACATION PAY-OFF	-	2,071	-	1,630	1,630	1,630	1,630
5132	SICK-LEAVE BUY BACK	3,000	1,427	3,000	1,430	1,430	1,430	1,430
5140	PART-TIME PERSONNEL	-	17,358	-	-	-	-	-
5157	BILINGUAL PAY	420	420	420	420	420	420	420
5160	WORKERS' COMPENSATION	22,930	21,720	22,990	23,630	23,630	24,130	24,130
5161	ACCRUED LEAVE CHARGE	2,530	2,400	2,530	2,600	2,600	2,650	2,650
5170	MEDICAL INSURANCE	38,370	34,386	54,070	50,700	50,700	50,700	50,700
5171	DENTAL INSURANCE	5,690	4,501	5,620	5,640	5,640	5,640	5,640
5172	LONG-TERM DISABILITY	1,660	905	1,660	1,660	1,660	1,660	1,660
5173	LIFE AD&D	420	355	420	420	420	420	420
5174	MEDICARE	5,050	1,891	4,960	5,130	5,130	5,230	5,230
5175	P/T RETIREMENT/DEF COMP	-	651	-	-	-	-	-
5180	RETIREMENT - CITY FUNDED	64,640	39,203	66,410	60,200	60,560	66,450	66,810
5190	EDUCATIONAL INCENTIVE	3,360	360	360	-	-	-	-
	FURLOUGH BENEFITS	(4,450)		(4,780)	-	-	-	-
	LABOR BENEFITS REDUCTION	(11,980)		(10,450)	-	-	-	-
	SALARY & BENEFITS TOTAL	472,500	416,345	482,320	509,170	509,530	523,120	523,480
	MAINTENANCE & OPERATIONS							
6240	PROF/CONTRACTUAL SERVICES	28,250	38,296	28,250	40,500	40,500	40,500	40,500
6245	PROFESSIONAL SERVICES - CITY	127,520	127,524	125,540	131,060	131,060	132,780	132,780
6255	SAFETY SHOES	810	854	810	810	810	810	810
6260	EQUIPMENT RENTAL - CITY	11,290	12,756	11,360	11,350	11,350	11,730	11,730
6261	EQUIPMENT MAINTENANCE - CITY	46,510	46,512	38,910	39,580	39,580	39,850	39,850
6265	MNGT INFO SYS CHGS - CITY	8,060	8,064	3,990	5,670	5,670	5,140	5,140
6335	EQUIPMENT PARTS & SUPPLIES	200,000	145,705	200,000	200,000	200,000	200,000	200,000
6338	OUTSIDE EQUIPMENT REPAIR	180,000	120,174	180,000	180,000	180,000	180,000	180,000
6340	NON-CAPITAL EQUIPMENT/FURNITURE	5,900	5,747	-	-	-	-	- *
6350	SMALL TOOL/EQUIPMENT EXPENSE	2,567	1,022	6,000	6,000	6,000	6,000	6,000
6370	UNIFORM EXPENSE	400	297	400	400	400	400	400
6410	STATIONERY/OFFICE SUPPLIES	400	405	400	400	400	400	400
6420	MEMBERSHIP & SUBSCRIPTIONS	700	604	700	700	700	700	700
6450	HARDWARE SUPPLIES	9,000	6,356	9,000	9,000	9,000	9,000	9,000
6460	GAS AND OIL	450,000	465,199	450,000	450,000	450,000	450,000	450,000
6470	LAB/CHEMICAL SUPPLIES	1,200	829	1,200	1,200	1,200	1,200	1,200
6650	CONFERENCE/MEETING/TRAINING	1,000	1,003	1,000	4,000	2,000	4,000	2,000
6680	DEPRECIATION	-	337,844	-	-	-	-	-
6681	LOSS ON DISPOSAL OF ASSET	-	6,178	-	-	-	-	-
7840	MACHINERY/EQUIPMENT	353,063	238,383	375,040	527,000	527,000	391,400	391,400 *
	MAINTENANCE & OPERATIONS TOTAL	1,426,670	1,563,752	1,432,600	1,607,670	1,605,670	1,473,910	1,471,910

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	2014-15 DEPARTMENT REQUESTED	2014-15 CITY COUNCIL APPROVED	2015-16 DEPARTMENT REQUESTED	2015-16 CITY COUNCIL APPROVED
* Account 6340 & 7840 Detail								
EQUIPMENT								
POLICE								
7840	HONDA ST1300 MOTORCYCLE	2	REPLACEMENT	27,100	54,200	54,200	-	-
7840	BLACK & WHITE POLICE SEDAN	3	REPLACEMENT	38,000	114,000	114,000	-	-
7840	BLACK & WHITE POLICE SEDAN	4	REPLACEMENT	38,000	-	-	152,000	152,000
7840	UNMARKED POLICE SEDAN	1	REPLACEMENT	29,800	29,800	29,800	-	-
7840	UNMARKED POLICE SEDAN	1	REPLACEMENT	29,800	-	-	29,800	29,800
	POLICE TOTAL				198,000	198,000	181,800	181,800
PUBLIC WORKS - STREET MAINTENANCE								
7840	PATCH TRUCK	1	REPLACEMENT	228,500	228,500	228,500	-	-
7840	CONCRETE GRINDER W/VACUUM	1	REPLACEMENT	6,600	6,600	6,600	-	-
7840	CONCRETE GRINDER W/VACUUM	1	REPLACEMENT	6,600	-	-	6,600	6,600
	PUBLIC WORKS - STREET MAINT. TOTAL				235,100	235,100	6,600	6,600
PUBLIC WORKS - WATER/SEWER								
7840	CONCRETE SAW	1	REPLACEMENT	17,000	17,000	17,000	-	-
7840	1/2 TON PICKUP TRUCK	1	REPLACEMENT	23,500	23,500	23,500	-	-
7840	3/4 TON TRUCK W/SERVICE BODY	1	REPLACEMENT	31,500	-	-	31,500	31,500
7840	CASE BACKHOE	1	REPLACEMENT	140,000	-	-	140,000	140,000
	PUBLIC WORKS - WATER TOTAL				40,500	40,500	171,500	171,500
PUBLIC WORKS - FACILITIES MAINTENANCE								
7840	PORTABLE AERIAL WORK PLATFORM	1	NEW	11,000	-	-	11,000	11,000
	PUBLIC WORKS - FACILITIES MAINTENANCE TOTAL				-	-	11,000	11,000
COMMUNITY SERVICES								
7840	3/4 TON TRUCK W/SERVICE BODY	1	REPLACEMENT	31,500	-	-	31,500	31,500
7840	1/2 TON PICKUP TRUCK	1	REPLACEMENT	23,500	23,500	23,500	-	-
7840	3/4 TON PICKUP TRUCK	1	REPLACEMENT	29,900	29,900	29,900	-	-
	COMMUNITY SERVICES TOTAL				53,400	53,400	31,500	31,500
EQUIPMENT TOTAL					527,000	527,000	391,400	391,400

CITY OF BUENA PARK
PROFESSIONAL & CONTRACTUAL SERVICES DETAIL (6240)
FY 2014-15 and FY 2015-16

Department: **PUBLIC WORKS/EQUIPMENT MAINTENANCE**

Fund/ Activity	Description/Justification	FY 12-13 Actual	FY 13-14 Budget	FY 14-15 Proposed	FY 14-15 Approved	FY 15-16 Proposed	FY 15-16 Approved
TOTAL DEPARTMENT		\$ 38,296	\$ 28,250	\$ 40,500	\$ 40,500	\$ 40,500	\$ 40,500
71-171710	<u>Vehicle and Small Engine Maintenance</u>						
	• Wash city vehicles	12,303	20,000	20,000	20,000	20,000	20,000
	• Computer consulting services	2,100	2,500	2,500	2,500	2,500	2,500
	• Dossier Software Mtce Support	2,866	1,750	3,000	3,000	3,000	3,000
	• OC Health Care (fuel storage tanks)	2,271	4,000	4,000	4,000	4,000	4,000
	• AQMD Facility Operating Fee	5,375	-	6,000	6,000	6,000	6,000
	• WyTech/ProDemand Annual Maint.	-	-	5,000	5,000	5,000	5,000
	• Outside Vehicle Service	10,678	-	-	-	-	-
	• Fuel Purchase	2,703	-	-	-	-	-
	SUB-TOTAL	<u>38,296</u>	<u>28,250</u>	<u>40,500</u>	<u>40,500</u>	<u>40,500</u>	<u>40,500</u>

CITY OF BUENA PARK
MEMBERSHIP & SUBSCRIPTIONS (6420)
FY 2014-15 and FY 2015-16

Department: **PUBLIC WORKS/EQUIPMENT MAINTENANCE**

Fund/ Activity	Description/Justification	FY 12-13 Actual	FY 13-14 Budget	FY 14-15 Proposed	FY 14-15 Approved	FY 15-16 Proposed	FY 15-16 Approved
TOTAL DEPARTMENT		\$ <u>604</u>	\$ <u>700</u>	\$ <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	129	200	200	200	200	200
	• National Association of Fleet Administrators dues	475	500	500	500	500	500
	SUB-TOTAL	<u>604</u>	<u>700</u>	<u>700</u>	<u>700</u>	<u>700</u>	<u>700</u>

CITY OF BUENA PARK
 CONFERENCES, MEETINGS, & TRAINING DETAIL (6650)
 FY 2014-15 and FY 2015-16

Department: **PUBLIC WORKS/EQUIPMENT MAINTENANCE**

Fund/ Activity	Description/Justification	FY 12-13 Actual	FY 13-14 Budget	FY 14-15 Proposed	FY 14-15 Approved	FY 15-16 Proposed	FY 15-16 Approved
TOTAL DEPARTMENT		\$ <u>1,003</u>	\$ <u>1,000</u>	\$ <u>4,000</u>	\$ <u>2,000</u>	\$ <u>4,000</u>	\$ <u>2,000</u>
71-171710	<u>Vehicle and Small Engine Maintenance</u> • Misc. conferences, meetings & training	<u>1,003</u>	<u>1,000</u>	<u>4,000</u>	<u>2,000</u>	<u>4,000</u>	<u>2,000</u>

CITY OF BUENA PARK
APPROPRIATION SUMMARY

FUNCTION GENERAL GOVERNMENT SERVICES	DEPARTMENT TITLE MANAGEMENT INFORMATION SYSTEMS
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FISCAL YEAR 2014-15

APPROPRIATION ALLOCATION

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
126143	MANAGEMENT INFO SYSTEMS	104,970	239,700	144,830	489,500
TOTAL APPROPRIATIONS		104,970	239,700	144,830	489,500

RESOURCE ALLOCATION

FUND NUMBER	FUND TITLE	TOTAL
74	MANAGEMENT INFO SYSTEMS	489,500
TOTAL RESOURCES		489,500

FISCAL YEAR 2015-16

APPROPRIATION ALLOCATION

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
126143	MANAGEMENT INFO SYSTEMS	110,400	245,700	32,800	388,900
TOTAL APPROPRIATIONS		110,400	245,700	32,800	388,900

RESOURCE ALLOCATION

FUND NUMBER	FUND TITLE	TOTAL
74	MANAGEMENT INFO SYSTEMS	388,900
TOTAL RESOURCES		388,900

CITY OF BUENA PARK
MUNICIPAL BUDGET DETAIL

FUNCTION			DEPARTMENT TITLE						
GENERAL GOVERNMENT SERVICES			MANAGEMENT INFORMATION SYSTEMS						
OBJECT CODE	EXPENDITURE CLASSIFICATION	2012-13 AMENDED BUDGET	2012-13 ACTUAL	2013-14 AMENDED BUDGET	2014-15 DEPARTMENT REQUESTED	2014-15 CITY COUNCIL APPROVED	2015-16 DEPARTMENT REQUESTED	2015-16 CITY COUNCIL APPROVED	
SALARY & BENEFITS									
	INFORMATION SYSTEM TECHNICIAN	1.00	-	-	67,880	71,270	71,270	74,840	74,840
	TOTAL POSITIONS	1.00							
	FURLOUGH SALARIES		-	-	(3,390)	-	-	-	
	LABOR REDUCTION		-	-	-	-	-	-	
5110	REGULAR SALARIES		-	21,028	64,490	71,270	71,270	74,840	74,840
5115	EXCESS MEDICAL PREMIUM		-	-	-	820	820	820	820
5155	UNIFORM CLOTHING ALLOWANCE		-	-	430	430	430	430	
5160	WORKERS' COMPENSATION		-	-	2,190	2,300	2,300	2,410	2,410
5161	ACCRUED LEAVE CHARGE		-	-	510	540	540	560	560
5170	MEDICAL INSURANCE		-	5,089	13,420	14,660	14,660	14,660	14,660
5171	DENTAL INSURANCE		-	427	1,280	1,160	1,160	1,160	1,160
5172	LONG-TERM DISABILITY		-	69	300	300	300	300	300
5173	LIFE AD&D		-	11	40	40	40	40	40
5174	MEDICARE		-	300	990	1,050	1,050	1,100	1,100
5180	RETIREMENT - CITY FUNDED		-	3,193	13,720	12,320	12,400	14,000	14,080
	FURLOUGH BENEFITS		-	-	(870)	-	-	-	-
	LABOR BENEFITS REDUCTION		-	-	(2,490)	-	-	-	-
SALARY & BENEFITS TOTAL			-	30,117	94,010	104,890	104,970	110,320	110,400
MAINTENANCE & OPERATIONS									
6240	PROF/CONTRACTUAL SERVICES	306,480	118,752	62,000	59,200	59,200	59,200	59,200	59,200
6250	OFFICE EQUIPMENT MAINTENANCE	163,000	114,170	173,000	173,000	173,000	179,000	179,000	
6310	TELEPHONE	900	736	900	900	900	900	900	
6335	EQUIPMENT PARTS & SUPPLY	3,000	978	3,000	3,000	3,000	3,000	3,000	
6410	STATIONERY/OFFICE SUPPLIES	-	333	-	-	-	-	-	
6510	BUILDING MAINTENANCE - CITY	3,360	3,360	3,580	3,600	3,600	3,600	3,600	
6680	DEPRECIATION	-	77,893	-	-	-	-	-	
7840	MACHINERY/EQUIPMENT	136,750	117,457	117,100	144,830	144,830	32,800	32,800 *	
MAINTENANCE & OPERATIONS TOTAL			613,690	433,679	359,580	384,530	384,530	278,500	278,500
OBJECT CODE	DESCRIPTION	NUMBER OF UNITS	NEW OR REPLACEMENT	UNIT COST	2014-15 DEPARTMENT REQUESTED	2014-15 CITY COUNCIL APPROVED	2015-16 DEPARTMENT REQUESTED	2015-16 CITY COUNCIL APPROVED	
* Account 6340 & 7840 Detail									
EQUIPMENT									
MIS									
7840	55 REPLACEMENT PC'S	1	REPLACEMENT	51,510	51,510	51,510	-	-	
7840	30 REPLACEMENT PC'S	1	REPLACEMENT	28,000	-	-	28,000	28,000	
7840	FINANCE AND UTILITY BILLING SOFTWARE	1	REPLACEMENT	53,100	53,100	53,100	-	-	
7840	DEPARTMENT LAPTOPS	4	REPLACEMENT	1,200	4,800	4,800	4,800	4,800	
7840	BACKUP DEVICE	1	REPLACEMENT	24,500	24,500	24,500	-	-	
	MIS TOTAL				133,910	133,910	32,800	32,800	
CITY CLERK									
7840	LASERFICHE SCANNER	1	REPLACEMENT	1,500	1,500	1,500	-	-	
	CITY CLERK TOTAL				1,500	1,500	-	-	
HUMAN RESOURCES									
7840	ID CARD PRINTER	1	REPLACEMENT	2,200	2,200	2,200	-	-	
	HUMAN RESOURCES TOTAL				2,200	2,200	-	-	
WATER									
7840	RUGGED NOTEBOOKS W/VEHICLE MOUNT	2	NEW	2,600	5,200	5,200	-	-	
	WATER TOTAL				5,200	5,200	-	-	
PUBLIC WORKS									
7840	UPS UNIT	1	NEW	2,020	2,020	2,020	-	-	
	PUBLIC WORKS TOTAL				2,020	2,020	-	-	
EQUIPMENT TOTAL					144,830	144,830	32,800	32,800	

CITY OF BUENA PARK
PROFESSIONAL & CONTRACTUAL SERVICES DETAIL (6240)
FY 2014-15 and FY 2015-16

Department: **MIS**

Fund/ Activity	Description/Justification	FY 12-13 Actual	FY 13-14 Budget	FY 14-15 Proposed	FY 14-15 Approved	FY 15-16 Proposed	FY 15-16 Approved
TOTAL DEPARTMENT		\$ 118,752	\$ 62,000	\$ 59,200	\$ 59,200	\$ 59,200	\$ 59,200
74-126143	<u>Management Information Systems</u>						
	• City of Brea MIS Services	113,310	5,000	5,000	5,000	5,000	5,000
	• AT&T Internet Services	-	1,000	13,200	13,200	13,200	13,200
	• Website Management	4,750	10,000	10,000	10,000	10,000	10,000
	• Sungard Programming	-	5,000	5,000	5,000	5,000	5,000
	• Misc Software Purchases	-	3,000	3,000	3,000	3,000	3,000
	• Brea IT - Permits Plus Programming	-	5,000	-	-	-	-
	• Unforeseen Purchases & Programming	692	15,000	20,000	20,000	20,000	20,000
	• City-Wide Computer Training Classes	-	3,000	3,000	3,000	3,000	3,000
	• Software Licenses and Support	-	15,000	-	-	-	-
	SUB-TOTAL	<u>118,752</u>	<u>62,000</u>	<u>59,200</u>	<u>59,200</u>	<u>59,200</u>	<u>59,200</u>



CITY OF BUENA PARK
APPROPRIATION SUMMARY

FUNCTION GENERAL GOVERNMENT SERVICES	DEPARTMENT TITLE FACILITIES MAINTENANCE
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FISCAL YEAR 2014-15

APPROPRIATION ALLOCATION

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
170670	GOV'T BLDGS MAINT OPER	353,370	1,557,640	2,000	1,913,010
TOTAL APPROPRIATIONS		353,370	1,557,640	2,000	1,913,010

RESOURCE ALLOCATION

FUND NUMBER	FUND TITLE	TOTAL
77	GOV'T BLDGS MAINT FUND	1,913,010
TOTAL RESOURCES		1,913,010

FISCAL YEAR 2015-16

APPROPRIATION ALLOCATION

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
170670	GOV'T BLDGS MAINT OPER	361,120	1,584,200	1,200	1,946,520
TOTAL APPROPRIATIONS		361,120	1,584,200	1,200	1,946,520

RESOURCE ALLOCATION

FUND NUMBER	FUND TITLE	TOTAL
77	GOV'T BLDGS MAINT FUND	1,946,520
TOTAL RESOURCES		1,946,520

CITY OF BUENA PARK
MUNICIPAL BUDGET DETAIL

FUNCTION			DEPARTMENT TITLE					
GENERAL GOVERNMENT SERVICES			FACILITIES MAINTENANCE					
OBJECT CODE	EXPENSE CLASSIFICATION	2012-13 AMENDED BUDGET	2012-13 ACTUAL	2013-14 AMENDED BUDGET	2014-15 DEPARTMENT REQUESTED	2014-15 CITY COUNCIL APPROVED	2015-16 DEPARTMENT REQUESTED	2015-16 CITY COUNCIL APPROVED
	SALARY & BENEFITS							
	FACILITIES MAINT SUPERVISOR 1.00	68,140		71,470	69,540	69,540	73,020	73,020
	FACILITIES MAINTENANCE TECH 1.00	57,610		57,610	57,610	57,610	57,610	57,610
	PW MAINTENANCE EMPLOYEE 0.00	52,330		52,330	-	-	-	-
	FACILITIES MAINTENANCE WORKER 1.00	-		-	52,330	52,330	52,330	52,330
	SENIOR TYPIST CLERK 0.00	22,710		22,710	-	-	-	-
	SENIOR OFFICE ASSISTANT 0.50	-		-	22,710	22,710	22,710	22,710
	FACILITIES MAINT EMPL PPT 0.00	32,590		32,590	-	-	-	-
	MAINTENANCE HELPER 1.00	-		-	32,590	32,590	32,590	32,590
	TOTAL POSITIONS 4.50							
	FURLOUGH SALARIES	(10,540)		(11,830)	-	-	-	-
	LABOR REDUCTION	(900)		-	-	-	-	-
5110	REGULAR SALARIES	221,940	189,561	224,880	234,780	234,780	238,260	238,260
5110	LONGEVITY PAY	-	-	-	1,390	1,390	1,460	1,460
5115	EXCESS MEDICAL PREMIUM	11,580	11,436	10,270	13,090	13,090	13,090	13,090
5130	OVERTIME	3,500	1,257	3,500	3,500	3,500	3,500	3,500
5131	VACATION PAY-OFF	4,640	2,861	4,640	2,900	2,900	2,900	2,900
5132	SICK-LEAVE BUY BACK	1,010	1,208	1,010	1,200	1,200	1,200	1,200
5140	PART-TIME PERSONNEL	-	5,419	-	-	-	-	-
5157	BILINGUAL PAY	420	420	420	420	420	420	420
5160	WORKERS' COMPENSATION	13,000	12,336	13,110	13,090	13,090	13,210	13,210
5161	ACCRUED LEAVE CHARGE	1,750	1,668	1,780	1,770	1,770	1,800	1,800
5170	MEDICAL INSURANCE	25,910	26,491	32,620	29,800	29,800	29,800	29,800
5171	DENTAL INSURANCE	4,530	5,185	5,150	5,150	5,150	5,150	5,150
5172	LONG-TERM DISABILITY	1,050	940	1,360	1,360	1,360	1,360	1,360
5173	LIFE AD&D	350	334	350	350	350	350	350
5174	MEDICARE	3,600	3,175	3,630	3,660	3,660	3,710	3,710
5175	P/T RETIREMENT/DEF COMP	-	87	-	-	-	-	-
5180	RETIREMENT - CITY FUNDED	44,390	33,895	47,610	40,670	40,910	44,670	44,910
5190	EDUCATIONAL INCENTIVE	-	15	-	-	-	-	-
	FURLOUGH BENEFITS	(2,840)	-	(3,290)	-	-	-	-
	LABOR BENEFITS REDUCTION	(7,940)	-	(8,690)	-	-	-	-
	SALARY & BENEFITS TOTAL	326,890	296,288	338,350	353,130	353,370	360,880	361,120
	MAINTENANCE & OPERATIONS							
6240	PROF/CONTRACTUAL SERVICES	398,550	436,719	433,550	490,700	490,700	490,700	490,700
6245	PROFESSIONAL SERVICES - CITY	93,470	93,468	92,200	93,940	93,940	95,210	95,210
6248	PERIODIC MAINT/BUILDING MOD	45,000	4,269	29,000	41,000	31,000	44,000	44,000
6255	SAFETY SHOES	510	944	510	510	510	510	510
6260	EQUIPMENT RENTAL - CITY	6,830	9,028	17,150	16,770	16,770	28,490	28,490
6261	EQUIPMENT MAINTENANCE - CITY	23,030	23,028	76,670	81,110	81,110	82,380	82,380
6265	MNGT INFO SYS CHGS - CITY	10,740	10,740	5,320	7,560	7,560	6,860	6,860
6290	ELECTRIC UTILITY	560,000	409,257	560,000	534,000	534,000	534,000	534,000
6300	GAS UTILITY	46,000	30,200	46,000	46,000	46,000	46,000	46,000
6310	TELEPHONE	80,000	104,801	80,000	90,000	90,000	90,000	90,000
6320	WATER UTILITY	72,000	97,692	72,000	98,000	98,000	98,000	98,000
6321	BOTTLED WATER	4,000	6,119	4,000	4,000	4,000	4,000	4,000
6340	NON-CAPITAL EQUIPMENT/FURNITURE	1,200	1,250	1,200	2,000	2,000	1,200	1,200 *
6350	SMALL TOOL/EQUIP EXPENSE	750	718	750	750	750	750	750
6370	UNIFORM EXPENSE	300	286	300	300	300	300	300
6450	HARDWARE SUPPLIES	40,000	44,570	40,000	40,000	40,000	40,000	40,000
6515	BUILDING MAINTENANCE SUPPLIES	7,500	12,263	7,500	7,500	7,500	7,500	7,500
6650	CONFERENCE/MEETING/TRAINING	500	-	500	500	500	500	500
6680	DEPRECIATION	-	1,043	-	-	-	-	-
6798	TRANSFER OUT	15,000	15,000	15,000	15,000	15,000	15,000	15,000
7840	MACHINERY/EQUIPMENT	-	1,935	20,800	-	-	-	-
	MAINTENANCE & OPERATIONS TOTAL	1,405,380	1,303,330	1,502,450	1,569,640	1,559,640	1,585,400	1,585,400

CITY OF BUENA PARK
MUNICIPAL BUDGET DETAIL

FUNCTION GENERAL GOVERNMENT SERVICES			DEPARTMENT TITLE FACILITIES MAINTENANCE					
ACTIVITY/ OBJECT NUMBER	DESCRIPTION	NUMBER OF UNITS	NEW OR REPLACEMENT	UNIT COST	2014-15 DEPARTMENT REQUESTED	2014-15 CITY COUNCIL APPROVED	2015-16 DEPARTMENT REQUESTED	2015-16 CITY COUNCIL APPROVED
* Account 6340 & 7840 Detail								
	EQUIPMENT							
170670								
6340	TELEPHONES	4	REPLACEMENT	300	1,200	1,200	1,200	1,200
6340	DEWALT HAMMER/IMPACT DRIVER KIT	2	REPLACEMENT	400	800	800	-	-
	OBJECT CODE 6340 TOTAL				2,000	2,000	1,200	1,200
	EQUIPMENT TOTAL				2,000	2,000	1,200	1,200

CITY OF BUENA PARK
PROFESSIONAL & CONTRACTUAL SERVICES DETAIL (6240)
FY 2014-15 and FY 2015-16

Department: **PUBLIC WORKS/FACILITIES MAINTENANCE**

Fund/ Activity	Description/Justification	FY 12-13 Actual	FY 13-14 Budget	FY 14-15 Proposed	FY 14-15 Approved	FY 15-16 Proposed	FY 15-16 Approved
TOTAL DEPARTMENT		\$ 436,719	\$ 433,550	\$ 490,700	\$ 490,700	\$ 490,700	\$ 490,700
77-170670 Government Building Main. & Operations							
	• Burglar alarm maintenance	23,590	4,500	11,000	11,000	11,000	11,000
	• Burglar alarm monitoring Jaynes Est.	-	1,500	-	-	-	-
	• Fire sprinkler system maintenance	-	2,500	3,000	3,000	3,000	3,000
	• Fire extinguisher maintenance	-	2,500	2,500	2,500	2,500	2,500
	• Fire alarm system maintenance	11,791	8,500	18,000	18,000	18,000	18,000
	• Fire alarm system monitoring	1,620	1,500	2,200	2,200	2,200	2,200
	• Electric gate maintenance	4,990	1,000	5,000	5,000	5,000	5,000
	• Electric system maintenance	8,975	5,000	5,000	5,000	5,000	5,000
	• City entrance sign maintenance	-	500	500	500	500	500
	• Annual testing of elevator	1,900	5,000	5,000	5,000	5,000	5,000
	• Handicapped elevator maintenance	-	1,200	1,200	1,200	1,200	1,200
	• Custodial service contract	86,259	80,000	180,000	180,000	180,000	180,000
	• HVAC service contract	54,453	65,000	90,000	90,000	90,000	90,000
	• HVAC controls mtce - City Hall	4,680	6,000	6,000	6,000	6,000	6,000
	• Telephone system maintenance	6,312	3,500	5,000	5,000	5,000	5,000
	• Comm/cable repairs/additions	11,620	1,500	1,500	1,500	1,500	1,500
	• Council Chambers A/V maintenance	2,625	14,000	5,000	5,000	5,000	5,000
	• Overhead bay door maintenance	5,782	1,800	1,800	1,800	1,800	1,800
	• Rec Center partition door maintenance	-	3,300	3,300	3,300	3,300	3,300
	• Door and window repairs	10,281	1,000	5,000	5,000	5,000	5,000
	• Elevator maintenance	17,479	3,500	21,000	21,000	21,000	21,000
	• Floor upkeep and repairs	3,475	12,000	12,000	12,000	12,000	12,000
	• Carpet cleaning	3,990	5,000	5,000	5,000	5,000	5,000
	• Standby generators servicing and load testing	9,070	-	20,000	20,000	20,000	20,000
	• Pest control and insect spraying	7,014	6,000	7,000	7,000	7,000	7,000
	• Misc. repairs/consulting services	15,815	2,000	2,000	2,000	2,000	2,000
	• Appliance repair/replacement	2,124	1,000	2,000	2,000	2,000	2,000
	• Plumbing repairs	2,538	500	2,000	2,000	2,000	2,000
	• Sanitation District sewer fees	60,713	60,500	60,500	60,500	60,500	60,500
	• Live plant maintenance	2,877	2,700	3,000	3,000	3,000	3,000
	• Kitchen hood fire suppression mtce	-	1,500	1,500	1,500	1,500	1,500
	• Industrial water treatment	825	3,900	2,000	2,000	2,000	2,000
	• PD fire system 24/7 monitoring	-	750	-	-	-	-
	• PD fire alarm system maint	-	2,600	-	-	-	-
	• PD suppression system maint	-	1,700	1,700	1,700	1,700	1,700
	• PD elevator maintenance	3,241	3,300	-	-	-	-
	• PD generator maintenance	5,321	3,000	-	-	-	-
	• PD HVAC maintenance	22,917	28,000	-	-	-	-
	• PD shooting range environmental	-	7,000	-	-	-	-
	• PD shooting range target maintenance	-	4,000	-	-	-	-
	• PD shooting range ventilation service	-	14,000	-	-	-	-
	• PD uninterrupted power system svc	-	8,000	-	-	-	-
	(continued next page)			-	-	-	-

CITY OF BUENA PARK
PROFESSIONAL & CONTRACTUAL SERVICES DETAIL (6240)
FY 2014-15 and FY 2015-16

Department: **PUBLIC WORKS/FACILITIES MAINTENANCE**

Fund/ Activity	Description/Justification	FY 12-13 Actual	FY 13-14 Budget	FY 14-15 Proposed	FY 14-15 Approved	FY 15-16 Proposed	FY 15-16 Approved
	• Community Center HVAC maint.	9,319	12,000	-	-	-	-
	• Community Center Janitorial	31,481	24,000	-	-	-	-
	• Community Center elevator maint.	935	3,600	-	-	-	-
	• Community Center fire systems maint.	-	6,000	-	-	-	-
	• Community Center fire sprinkler maint.	-	3,000	-	-	-	-
	• Community Center alarm sys monitor.	-	1,200	-	-	-	-
	• Community Ctr security alarms maint.	2,707	3,000	-	-	-	-
	SUB-TOTAL	436,719	433,550	490,700	490,700	490,700	490,700

CITY OF BUENA PARK
 CONFERENCES, MEETINGS AND TRAINING DETAIL (6650)
 FY 2014-15 and FY 2015-16

Department: **PUBLIC WORKS/FACILITIES MAINTENANCE**

Fund/ Activity	Description/Justification	FY 12-13 Actual	FY 13-14 Budget	FY 14-15 Proposed	FY 14-15 Approved	FY 15-16 Proposed	FY 15-16 Approved
TOTAL DEPARTMENT		\$ -	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
77-170670	Government Building Maint. & Operations • Training on Civic Center Systems	-	500	500	500	500	500

CITY OF BUENA PARK
 FACILITIES DETAIL
 FY 2014-15 and 2015-16

FUND/OBJECT NUMBERS	# OF UNITS	NEW or REPLACEMENT	UNIT COST	DESCRIPTION	AMOUNT REQUESTED 2014-15	CITY COUNCIL APPROVED 2014-15	AMOUNT REQUESTED 2015-16	CITY COUNCIL APPROVED 2015-16
				Police Department				
77-6248	1	R	18,000	Emergency Lighting System - Battery replacement	18,000	18,000	-	-
	1	R	20,000	Repair Jail Floor			20,000	20,000
				City Hall				
77-6248	1	R	12,000	Install LED lighting in lobby highbay	-	-	12,000	12,000
				City Yard				
77-6248	1	R	12,000	LED Gas island lighting upgrade	-	-	12,000	12,000
				Caballero Yard				
77-6248	1	R	8,000	Install wrought iron vehicle gate w/ motor. Repair track	8,000	8,000	-	-
				Stage Stop Hotel				
77-6248	1	N	15,000	Install security camera system	15,000	5,000	-	-
					41,000	31,000	44,000	44,000

