

# **Internal Services**

**CITY of BUENA PARK**  
**Summary of Resources and Requirements**  
**Internal Service Funds**  
**Fiscal Year 2015-16**

<i>Fund</i>	<i>Resources</i>				<i>Requirements</i>			<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	\$1,600,000	\$1,365,000	\$ -	\$2,965,000	\$ 1,101,560	\$ -	\$ 1,101,560	\$ 1,863,440
Public Liability	\$ 58,000	\$ 3,100	\$950,000	\$1,011,100	\$ 932,660	\$ -	\$ 932,660	\$ 78,440
Accrued Leave	\$1,600,000	\$ 260,000	\$ -	\$1,860,000	\$ 250,000	\$ -	\$ 250,000	\$ 1,610,000
Mngt Info Systems	\$ 800,000	\$ 400,320	\$ -	\$1,200,320	\$ 402,630	\$ -	\$ 402,630	\$ 797,690
Facilities Maint	\$ 180,000	\$1,948,600	\$ -	\$2,128,600	\$ 1,960,360	\$ 15,000	\$ 1,975,360	\$ 153,240
Equipment Maint	\$2,500,000	\$2,187,520	\$ -	\$4,687,520	\$ 2,120,160	\$ -	\$ 2,120,160	\$ 2,567,360
Payroll Revolving	\$ -	\$2,055,040	\$ -	\$2,055,040	\$ 2,055,040	\$ -	\$ 2,055,040	\$ -

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

	<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	\$ 1,101,560	\$ 932,660						\$ 2,034,220
Accrued Leave			\$ 250,000					250,000
Mngt Information Systems						\$ 402,630		402,630
Facilities Maintenance							\$ 1,975,360	1,975,360
Equipment Maintenance				\$ 2,120,160				2,120,160
Pension Obligation					\$ 2,055,040			2,055,040
<b>TOTAL BUDGET</b>	<b>\$ 1,101,560</b>	<b>\$ 932,660</b>	<b>\$ 250,000</b>	<b>\$ 2,120,160</b>	<b>\$ 2,055,040</b>	<b>\$ 402,630</b>	<b>\$ 1,975,360</b>	<b>\$ 8,837,410</b>

	<i>Personnel</i>	<i>Maintenance &amp; Operations</i>	<i>Equipment</i>	<b>TOTAL</b>
Self Insurance	\$ -	\$ 2,034,220	\$ -	\$ 2,034,220
Accrued Leave	250,000	-	-	250,000
Mngt Information Systems	117,480	252,350	32,800	402,630
Facilities Maintenance	387,160	1,587,000	1,200	1,975,360
Equipment Maintenance	561,120	1,084,440	474,600	2,120,160
Pension Obligation	-	2,055,040	-	2,055,040
	<b>\$ 1,315,760</b>	<b>\$ 7,013,050</b>	<b>\$ 508,600</b>	<b>\$ 8,837,410</b>

**CITY OF BUENA PARK  
REVENUE DETAIL  
BUDGET YEAR 2015-16**

FUND/ SOURCE DESCRIPTION	2013-14 APPROVED	2013-14 ACTUAL	2014-15 APPROVED	2015-16 APPROVED	2015-16 REVISED
<b>WORKERS COMP SELF-INS FUND</b>					
USE OF MONEY & PROPERTY					
62 3410	250,000	36,436	65,000	65,000	65,000
	250,000	36,436	65,000	65,000	65,000
CHARGES FOR CURRENT SERVICES					
62 3791	1,300,000	1,187,796	1,300,000	1,300,000	1,300,000
	1,300,000	1,187,796	1,300,000	1,300,000	1,300,000
TOTAL FOR FUND	<u>1,550,000</u>	<u>1,224,232</u>	<u>1,365,000</u>	<u>1,365,000</u>	<u>1,365,000</u>
<b>PUBLIC LIAB SELF-INS FUND</b>					
USE OF MONEY & PROPERTY					
63 3410	18,000	9,336	3,100	3,100	3,100
	18,000	9,336	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
TOTAL FOR FUND	<u>968,000</u>	<u>959,336</u>	<u>953,100</u>	<u>953,100</u>	<u>953,100</u>
<b>ACCRUED LEAVE FUND</b>					
USE OF MONEY & PROPERTY					
65 3410	33,000	5,914	10,000	10,000	10,000
	33,000	5,914	10,000	10,000	10,000
CHARGES FOR CURRENT SERVICES					
65 3777	250,000	146,664	250,000	250,000	250,000
	250,000	146,664	250,000	250,000	250,000
TOTAL FOR FUND	<u>283,000</u>	<u>152,578</u>	<u>260,000</u>	<u>260,000</u>	<u>260,000</u>

**CITY OF BUENA PARK  
REVENUE DETAIL  
BUDGET YEAR 2015-16**

FUND/ SOURCE DESCRIPTION	2013-14 APPROVED	2013-14 ACTUAL	2014-15 APPROVED	2015-16 APPROVED	2015-16 REVISED
<b>EQUIP MAINT &amp; REPLACE FUND</b>					
USE OF MONEY & PROPERTY					
71 3410	60,000	18,236	26,500	26,500	26,500
	60,000	18,236	26,500	26,500	26,500
CHARGES FOR CURRENT SERVICES					
71 3760	500	9,721	500	500	500
71 3767	1,560,050	1,560,024	1,588,130	1,603,970	1,614,570
71 3770	486,470	486,552	509,260	479,130	535,950
71 3788	40,000	53,102	40,000	40,000	-
71 3796	10,000	24,619	10,000	10,000	10,000
	2,097,020	2,134,018	2,147,890	2,133,600	2,161,020
	2,157,020	2,152,254	2,174,390	2,160,100	2,187,520
<b>PAYROLL REVOLVING FUND</b>					
USE OF MONEY & PROPERTY					
73 3779	2,055,040	1,906,626	2,055,040	2,055,040	2,055,040
73 3799	-	1,017,383	-	-	-
	2,055,040	2,924,009	2,055,040	2,055,040	2,055,040
	2,055,040	2,924,009	2,055,040	2,055,040	2,055,040
<b>MANAGEMENT INFO SYSTEMS</b>					
USE OF MONEY & PROPERTY					
74 3410	22,000	7,316	11,500	11,500	11,500
	22,000	7,316	11,500	11,500	11,500
CHARGES FOR CURRENT SERVICES					
74 3756	336,390	350,244	436,320	388,820	388,820
74 3798	-	2,010	-	-	-
	336,390	352,254	436,320	388,820	388,820
	358,390	359,570	447,820	400,320	400,320
<b>GOV'T BLDGS MAINT FUND</b>					
USE OF MONEY & PROPERTY					
77 3410	8,000	2,013	2,100	2,100	2,100
	8,000	2,013	2,100	2,100	2,100

**CITY OF BUENA PARK  
REVENUE DETAIL  
BUDGET YEAR 2015-16**

FUND/ SOURCE DESCRIPTION	2013-14 APPROVED	2013-14 ACTUAL	2014-15 APPROVED	2015-16 APPROVED	2015-16 REVISED
CHARGES FOR CURRENT SERVICES					
77 3778 BLDG & GRNDS MAINT CHARGE	1,883,380	1,883,244	1,912,960	1,946,500	1,946,500
TOTALS FOR SOURCE	1,883,380	1,883,244	1,912,960	1,946,500	1,946,500
TOTAL FOR FUND	<u>1,891,380</u>	<u>1,885,257</u>	<u>1,915,060</u>	<u>1,948,600</u>	<u>1,948,600</u>



CITY OF BUENA PARK  
**APPROPRIATION SUMMARY**

FUNCTION <b>GENERAL GOVERNMENT SERVICES</b>	DEPARTMENT TITLE <b>INTERNAL SUPPORT - SELF INSURANCE</b>
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**FISCAL YEAR 2015-16**

**APPROPRIATION ALLOCATION**

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
<b>107410</b>	WORKERS' COMP	-	1,101,560	-	1,101,560
<b>107420</b>	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				
<b>INTERNAL SUPPORT SVCS - SELF INS</b>		<b>WORKERS' COMPENSATION</b>				
OBJECT CODE	EXPENDITURE CLASSIFICATION	2013-14 AMENDED BUDGET	2013-14 ACTUAL	2014-15 CITY COUNCIL APPROVED	2015-16 CITY COUNCIL APPROVED	2015-16 REVISED ADOPTED
	<b>MAINTENANCE &amp; OPERATIONS</b>					
6240	PROF/CONTRACTUAL SERVICES	100,000	90,040	100,000	100,000	100,000
6265	MNGT INFO SYS CHGS - CITY	670	672	950	860	860
6420	MEMBERSHIP & SUBSCRIPTIONS	300	-	300	300	300
6620	WORKERS' COMP CLAIM PAYMENTS	800,000	1,312,791	800,000	800,000	800,000
6625	CLAIM ADJUSTMENT AT YEAR END	-	23,429	-	-	-
6645	INSURANCE - EXCESS PREMIUM	165,000	192,464	200,000	200,000	200,000
6650	CONFERENCE/MEETING/TRAINING	400	-	400	400	400
	<b>MAINTENANCE &amp; OPERATIONS TOTAL</b>	<b>1,066,370</b>	<b>1,619,396</b>	<b>1,101,650</b>	<b>1,101,560</b>	<b>1,101,560</b>

CITY OF BUENA PARK  
MUNICIPAL BUDGET DETAIL

DEPARTMENT TITLE		ACTIVITY TITLE				
INTERNAL SUPPORT SVCS - SELF INS		LIABILITY INSURANCE				
OBJECT CODE	EXPENDITURE CLASSIFICATION	2013-14 AMENDED BUDGET	2013-14 ACTUAL	2014-15 CITY COUNCIL APPROVED	2015-16 CITY COUNCIL APPROVED	2015-16 REVISED ADOPTED
	<b>MAINTENANCE &amp; OPERATIONS</b>					
6240	PROF/CONTRACTUAL SERVICES	45,000	40,717	45,000	45,000	45,000
6242	ATTORNEY CONTRACT SERVICES	300,000	237,515	300,000	300,000	300,000
6265	MNGT INFO SYS CHGS - CITY	670	672	950	860	860
6420	MEMBERSHIP & SUBSCRIPTIONS	200	-	200	200	200
6625	CLAIM ADJUSTMENT AT YEAR END	-	321,283	-	-	-
6630	LIABILITY CLAIM PAYMENTS	300,000	335,219	300,000	300,000	300,000
6645	INSURANCE - EXCESS PREMIUM	400,000	293,366	286,000	286,000	286,000
6650	CONFERENCE/MEETING/TRAINING	600	3	600	600	600
	<b>MAINTENANCE &amp; OPERATIONS TOTAL</b>	<b>1,046,470</b>	<b>1,228,775</b>	<b>932,750</b>	<b>932,660</b>	<b>932,660</b>

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

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

Fund/ Activity	Description/Justification	FY 13-14 Approved	FY 14-15 Approved	FY 15-16 Approved	FY 15-16 Revised
<b>TOTAL DEPARTMENT</b>		\$ 145,000	\$ 145,000	\$ 145,000	\$ 145,000
62-107410	<u>Workers' Compensation</u>				
	• Third party administrative fee	100,000	100,000	100,000	100,000
	<b>SUB-TOTAL</b>	<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	45,000	45,000	45,000	45,000
	<b>SUB-TOTAL</b>	<u>45,000</u>	<u>45,000</u>	<u>45,000</u>	<u>45,000</u>

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

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

Fund/ Activity	Description/Justification	FY 13-14 Approved	FY 14-15 Approved	FY 15-16 Approved	FY 15-16 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 2015-16

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

Fund/ Activity	Description/Justification	FY 13-14 Approved	FY 14-15 Approved	FY 15-16 Approved	FY 15-16 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>
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**FISCAL YEAR 2015-16**

**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	2013-14 AMENDED BUDGET	2013-14 ACTUAL	2014-15 CITY COUNCIL APPROVED	2015-16 CITY COUNCIL APPROVED	2015-16 REVISED ADOPTED
	<b>SALARY &amp; BENEFITS</b>					
5133	ACCRUED LEAVE PAYOUT	250,000	199,599	250,000	250,000	250,000
	<b>SALARY &amp; BENEFITS TOTAL</b>	250,000	199,599	250,000	250,000	250,000

CITY OF BUENA PARK  
**APPROPRIATION SUMMARY**

FUNCTION <b>GENERAL GOVERNMENT SERVICES</b>	DEPARTMENT TITLE <b>EQUIPMENT MAINTENANCE</b>
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**FISCAL YEAR 2015-16**

**APPROPRIATION ALLOCATION**

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
171710	VEH & SM ENGINE MAINT	561,120	1,084,440	474,600	2,120,160
	TOTAL APPROPRIATIONS	561,120	1,084,440	474,600	2,120,160

**RESOURCE ALLOCATION**

FUND NUMBER	FUND TITLE	TOTAL
71	EQUIP MAINT & REPLACEMENT FUND	2,120,160
	TOTAL RESOURCES	2,120,160



CITY OF BUENA PARK  
MUNICIPAL BUDGET DETAIL

FUNCTION		DEPARTMENT TITLE				
GENERAL GOVERNMENT SERVICES		EQUIPMENT MAINTENANCE				
OBJECT CODE	EXPENSE CLASSIFICATION	2013-14 AMENDED BUDGET	2013-14 ACTUAL	2014-15 CITY COUNCIL APPROVED	2015-16 CITY COUNCIL APPROVED	2015-16 REVISED ADOPTED
	<b>SALARY &amp; BENEFITS</b>					
	#					
	EQUIPMENT MAINT SUPERVISOR 0.00	74,980		-	-	-
	FLEET MAINT SUPERVISOR 1.00	-		78,630	82,450	84,100
	LEAD EQUIPMENT MECHANIC 0.00	61,160		-	-	-
	LEAD FLEET MECHANIC 1.00	-		64,120	67,270	68,610
	EQUIPMENT MECHANIC 0.00	177,120		-	-	-
	FLEET MECHANIC 3.00	-		179,600	179,600	183,200
	SENIOR TYPIST CLERK 0.00	22,710		-	-	-
	SENIOR OFFICE ASSISTANT 0.50	-		22,710	22,710	23,160
	TOTAL POSITIONS 5.50					
	FURLOUGH SALARIES	(16,800)		-	-	-
5110	REGULAR SALARIES	319,170	271,340	345,060	352,030	359,070
5110	LONGEVITY PAY	1,500	1,500	1,570	1,650	1,680
5115	EXCESS MEDICAL PREMIUM	580	3,706	3,400	3,400	3,790
5117	CASH PAYMENT PER MOU	8,440	8,440	-	-	-
5118	SPECIAL LICENSE	3,420	2,441	3,180	3,180	3,180
5130	OVERTIME	2,000	7,831	2,500	2,500	2,500
5131	VACATION PAY-OFF	-	1,625	1,630	1,630	1,630
5132	SICK-LEAVE BUY BACK	3,000	1,427	1,430	1,430	1,460
5157	BILINGUAL PAY	420	420	420	420	420
5160	WORKERS' COMPENSATION	22,990	21,840	23,630	24,130	24,610
5161	ACCRUED LEAVE CHARGE	2,530	2,400	2,600	2,650	2,710
5170	MEDICAL INSURANCE	54,070	40,820	50,700	50,700	69,120
5171	DENTAL INSURANCE	5,620	4,416	5,640	5,640	5,640
5172	LONG-TERM DISABILITY	1,660	926	1,660	1,660	1,660
5173	LIFE AD&D	420	372	420	420	350
5174	MEDICARE	4,960	1,704	5,130	5,230	5,360
5180	RETIREMENT - CITY FUNDED	66,410	42,406	60,560	66,810	77,940
5190	EDUCATIONAL INCENTIVE	360	780	-	-	-
	FURLOUGH BENEFITS	(4,780)		-	-	-
	LABOR BENEFITS REDUCTION	(10,450)		-	-	-
	<b>SALARY &amp; BENEFITS TOTAL</b>	<b>482,320</b>	<b>414,394</b>	<b>509,530</b>	<b>523,480</b>	<b>561,120</b>
	<b>MAINTENANCE &amp; OPERATIONS</b>					
6240	PROF/CONTRACTUAL SERVICES	28,250	40,852	40,500	40,500	40,500
6245	PROFESSIONAL SERVICES - CITY	125,540	125,544	131,060	132,780	136,710
6255	SAFETY SHOES	810	721	810	810	810
6260	EQUIPMENT RENTAL - CITY	11,360	11,364	11,350	11,730	11,730
6261	EQUIPMENT MAINTENANCE - CITY	38,910	38,916	39,580	39,850	39,850
6265	MNGT INFO SYS CHGS - CITY	3,990	3,996	5,670	5,140	5,140
6335	EQUIPMENT PARTS & SUPPLIES	200,000	160,402	200,000	200,000	200,000
6338	OUTSIDE EQUIPMENT REPAIR	180,000	154,959	180,000	180,000	180,000
6350	SMALL TOOL/EQUIPMENT EXPENSE	6,000	5,947	6,000	6,000	6,000
6370	UNIFORM EXPENSE	400	438	400	400	400
6410	STATIONERY/OFFICE SUPPLIES	400	670	400	400	400
6420	MEMBERSHIP & SUBSCRIPTIONS	700	260	700	700	700
6450	HARDWARE SUPPLIES	9,000	7,041	9,000	9,000	9,000
6460	GAS AND OIL	450,000	461,332	450,000	450,000	450,000
6470	LAB/CHEMICAL SUPPLIES	1,200	826	1,200	1,200	1,200
6650	CONFERENCE/MEETING/TRAINING	1,000	3,006	2,000	2,000	2,000
6680	DEPRECIATION	-	278,215	-	-	-
6681	LOSS ON DISPOSAL OF ASSET	-	5,099	-	-	-
7840	MACHINERY/EQUIPMENT	375,040	420,571	527,000	391,400	474,600 *
	<b>MAINTENANCE &amp; OPERATIONS TOTAL</b>	<b>1,432,600</b>	<b>1,720,159</b>	<b>1,605,670</b>	<b>1,471,910</b>	<b>1,559,040</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	2015-16 CITY COUNCIL APPROVED	2015-16 REVISED ADOPTED
* Account 6340 & 7840 Detail						
<b>EQUIPMENT</b>						
<b>POLICE</b>						
7840	BLACK & WHITE POLICE SEDAN	4	REPLACEMENT	38,000	152,000	-
7840	BLACK & WHITE POLICE SEDAN	4	REPLACEMENT	48,000	-	192,000
7840	UNMARKED POLICE SEDAN	1	REPLACEMENT	29,800	29,800	-
7840	UNMARKED POLICE SEDAN	2	REPLACEMENT	31,800	-	63,600
	POLICE TOTAL				181,800	255,600
<b>PUBLIC WORKS - STREET MAINTENANCE</b>						
7840	CONCRETE GRINDER W/VACUUM	1	REPLACEMENT	6,600	6,600	-
7840	CONCRETE GRINDER W/VACUUM	1	REPLACEMENT	7,000	-	7,000
	PUBLIC WORKS - STREET MAINT. TOTAL				6,600	7,000
<b>PUBLIC WORKS - WATER/SEWER</b>						
7840	3/4 TON TRUCK W/SERVICE BODY	1	REPLACEMENT	31,500	31,500	-
7840	3/4 TON TRUCK W/SERVICE BODY	1	REPLACEMENT	36,000	-	36,000
7840	CASE BACKHOE	1	REPLACEMENT	140,000	140,000	140,000
	PUBLIC WORKS - WATER TOTAL				171,500	176,000
<b>PUBLIC WORKS - FACILITIES MAINTENANCE</b>						
7840	PORTABLE AERIAL WORK PLATFORM	1	NEW	11,000	11,000	-
7840	PORTABLE AERIAL WORK PLATFORM	1	NEW	13,500	-	13,500
	PUBLIC WORKS - FACILITIES MAINTENANCE TOTAL				11,000	13,500
<b>COMMUNITY SERVICES</b>						
7840	3/4 TON TRUCK W/SERVICE BODY	1	REPLACEMENT	31,500	31,500	-
7840	3/4 TON TRUCK W/SERVICE BODY	1	REPLACEMENT	36,000	-	36,000
	COMMUNITY SERVICES TOTAL				31,500	36,000
<b>EQUIPMENT TOTAL</b>					391,400	474,600

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

Department: **PUBLIC WORKS/EQUIPMENT MAINTENANCE**

Fund/ Activity	Description/Justification	FY 13-14 Approved	FY 14-15 Approved	FY 15-16 Approved	FY 15-16 Revised
<b>TOTAL DEPARTMENT</b>		\$ <u>28,250</u>	\$ <u>40,500</u>	\$ <u>40,500</u>	\$ <u>40,500</u>
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	3,000	3,000	3,000
	• OC Health Care (fuel storage tanks)	4,000	4,000	4,000	4,000
	• AQMD Facility Operating Fee	-	6,000	6,000	6,000
	• WyTech/ProDemand Annual Maint.	-	5,000	5,000	5,000
	<b>SUB-TOTAL</b>	<u>28,250</u>	<u>40,500</u>	<u>40,500</u>	<u>40,500</u>

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

Department: **PUBLIC WORKS/EQUIPMENT MAINTENANCE**

Fund/ Activity	Description/Justification	FY 13-14 Approved	FY 14-15 Approved	FY 15-16 Approved	FY 15-16 Revised
<b>TOTAL DEPARTMENT</b>		\$ 700	\$ 700	\$ 700	\$ 700
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 2015-16

Department: **PUBLIC WORKS/EQUIPMENT MAINTENANCE**

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

CITY OF BUENA PARK  
**APPROPRIATION SUMMARY**

FUNCTION <b>GENERAL GOVERNMENT SERVICES</b>	DEPARTMENT TITLE <b>MANAGEMENT INFORMATION SYSTEMS</b>
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**FISCAL YEAR 2015-16**

**APPROPRIATION ALLOCATION**

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
126143	MANAGEMENT INFO SYSTEMS	117,480	252,350	32,800	402,630
	TOTAL APPROPRIATIONS	117,480	252,350	32,800	402,630

**RESOURCE ALLOCATION**

FUND NUMBER	FUND TITLE	TOTAL
74	MANAGEMENT INFO SYSTEMS	402,630
	TOTAL RESOURCES	402,630

**CITY OF BUENA PARK  
MUNICIPAL BUDGET DETAIL**

FUNCTION			DEPARTMENT TITLE			
<b>GENERAL GOVERNMENT SERVICES</b>			<b>MANAGEMENT INFORMATION SYSTEMS</b>			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2013-14 AMENDED BUDGET	2013-14 ACTUAL	2014-15 CITY COUNCIL APPROVED	2015-16 CITY COUNCIL APPROVED	2015-16 REVISED ADOPTED
<b>SALARY &amp; BENEFITS</b>						
	INFORMATION SYSTEM TECHNICIAN 1.00	67,880	62,844	71,270	74,840	76,340
	TOTAL POSITIONS 1.00					
	FURLOUGH SALARIES	(3,390)	-	-	-	-
	LABOR REDUCTION	-	-	-	-	-
5110	REGULAR SALARIES	64,490	62,844	71,270	74,840	76,340
5115	EXCESS MEDICAL PREMIUM	-	-	820	820	-
5117	CASH PAYMENT PER MOU	-	-	-	-	1,500
5155	UNIFORM CLOTHING ALLOWANCE	430	-	430	430	500
5160	WORKERS' COMPENSATION	2,190	2,076	2,300	2,410	2,460
5161	ACCRUED LEAVE CHARGE	510	480	540	560	570
5170	MEDICAL INSURANCE	13,420	13,860	14,660	14,660	17,030
5171	DENTAL INSURANCE	1,280	1,212	1,160	1,160	1,160
5172	LONG-TERM DISABILITY	300	206	300	300	300
5173	LIFE AD&D	40	34	40	40	40
5174	MEDICARE	990	906	1,050	1,100	1,140
5180	RETIREMENT - CITY FUNDED	13,720	10,202	12,400	14,000	16,440
	FURLOUGH BENEFITS	(870)	-	-	-	-
	LABOR BENEFITS REDUCTION	(2,490)	-	-	-	-
<b>SALARY &amp; BENEFITS TOTAL</b>		<b>94,010</b>	<b>91,820</b>	<b>104,970</b>	<b>110,320</b>	<b>117,480</b>
<b>MAINTENANCE &amp; OPERATIONS</b>						
6240	PROF/CONTRACTUAL SERVICES	62,000	7,278	59,200	59,200	59,200
6250	OFFICE EQUIPMENT MAINTENANCE	173,000	119,372	173,000	179,000	185,500
6310	TELEPHONE	900	4,608	900	900	900
6335	EQUIPMENT PARTS & SUPPLY	3,000	24	3,000	3,000	3,000
6340	NON-CAPITAL EQUIPMENT/FURNITURE	-	1,092	-	-	- *
6410	STATIONERY/OFFICE SUPPLIES	-	79	-	-	-
6510	BUILDING MAINTENANCE - CITY	3,580	3,576	3,600	3,600	3,750
6680	DEPRECIATION	-	80,748	-	-	-
6681	LOSS ON DISPOSAL OF ASSETS	-	2,925	-	-	-
7840	MACHINERY/EQUIPMENT	117,100	78,961	144,830	32,800	32,800 *
<b>MAINTENANCE &amp; OPERATIONS TOTAL</b>		<b>359,580</b>	<b>298,663</b>	<b>384,530</b>	<b>278,500</b>	<b>285,150</b>
OBJECT CODE	DESCRIPTION	NUMBER OF UNITS	NEW OR REPLACEMENT	UNIT COST	2015-16 CITY COUNCIL APPROVED	2015-16 REVISED ADOPTED
* Account 6340 & 7840 Detail						
<b>EQUIPMENT</b>						
MIS						
7840	30 REPLACEMENT PC'S	1	REPLACEMENT	28,000	28,000	28,000
7840	DEPARTMENT LAPTOPS	4	REPLACEMENT	1,200	4,800	4,800
	MIS TOTAL				32,800	32,800
<b>EQUIPMENT TOTAL</b>					<b>32,800</b>	<b>32,800</b>

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

Department: **MIS**

Fund/ Activity	Description/Justification	FY 13-14 Approved	FY 14-15 Approved	FY 15-16 Approved	FY 15-16 Revised
<b>TOTAL DEPARTMENT</b>		\$ <u>62,000</u>	\$ <u>59,200</u>	\$ <u>59,200</u>	\$ <u>59,200</u>
74-126143	<u>Management Information Systems</u>				
	• City of Brea MIS Services	5,000	5,000	5,000	5,000
	• AT&T Internet Services	1,000	13,200	13,200	13,200
	• 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
	• Brea IT - Permits Plus Programming	5,000	-	-	-
	• Unforeseen Purchases & Programming	15,000	20,000	20,000	20,000
	• City-Wide Computer Training Classes	3,000	3,000	3,000	3,000
	• Software Licenses and Support	15,000	-	-	-
	<b>SUB-TOTAL</b>	<u>62,000</u>	<u>59,200</u>	<u>59,200</u>	<u>59,200</u>





CITY OF BUENA PARK  
**APPROPRIATION SUMMARY**

FUNCTION <b>GENERAL GOVERNMENT SERVICES</b>	DEPARTMENT TITLE <b>FACILITIES MAINTENANCE</b>
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**FISCAL YEAR 2015-16**

**APPROPRIATION ALLOCATION**

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
<b>170670</b>	GOV'T BLDGS MAINT OPER	387,160	1,587,000	1,200	1,975,360
	TOTAL APPROPRIATIONS	387,160	1,587,000	1,200	1,975,360

**RESOURCE ALLOCATION**

FUND NUMBER	FUND TITLE	TOTAL
77	GOV'T BLDGS MAINT FUND	1,975,360
	TOTAL RESOURCES	1,975,360

CITY OF BUENA PARK  
MUNICIPAL BUDGET DETAIL

FUNCTION		DEPARTMENT TITLE				
GENERAL GOVERNMENT SERVICES		FACILITIES MAINTENANCE				
OBJECT CODE	EXPENSE CLASSIFICATION	2013-14 AMENDED BUDGET	2013-14 ACTUAL	2014-15 CITY COUNCIL APPROVED	2015-16 CITY COUNCIL APPROVED	2015-16 REVISED ADOPTED
	<b>SALARY &amp; BENEFITS</b>					
	FACILITIES MAINT SUPERVISOR 1.00	71,470		69,540	73,020	74,480
	FACILITIES MAINTENANCE TECH 1.00	57,610		57,610	57,610	58,760
	PW MAINTENANCE EMPLOYEE 0.00	52,330		-	-	-
	FACILITIES MAINTENANCE WORKER 1.00	-		52,330	52,330	53,380
	SENIOR TYPIST CLERK 0.00	22,710		-	-	-
	SENIOR OFFICE ASSISTANT 0.50	-		22,710	22,710	23,160
	FACILITIES MAINT EMPL PPT 0.00	32,590		-	-	-
	MAINTENANCE HELPER 1.00	-		32,590	32,590	33,240
	TOTAL POSITIONS 4.50					
	FURLOUGH SALARIES	(11,830)		-	-	-
5110	REGULAR SALARIES	224,880	223,655	234,780	238,260	243,020
5110	LONGEVITY PAY	-	-	1,390	1,460	1,490
5115	EXCESS MEDICAL PREMIUM	10,270	13,390	13,090	13,090	13,850
5130	OVERTIME	3,500	809	3,500	3,500	3,500
5131	VACATION PAY-OFF	4,640	3,868	2,900	2,900	3,000
5132	SICK-LEAVE BUY BACK	1,010	1,208	1,200	1,200	1,230
5157	BILINGUAL PAY	420	420	420	420	420
5160	WORKERS' COMPENSATION	13,110	12,456	13,090	13,210	13,470
5161	ACCRUED LEAVE CHARGE	1,780	1,692	1,770	1,800	1,830
5170	MEDICAL INSURANCE	32,620	28,672	29,800	29,800	42,280
5171	DENTAL INSURANCE	5,150	5,153	5,150	5,150	5,150
5172	LONG-TERM DISABILITY	1,360	926	1,360	1,360	1,360
5173	LIFE AD&D	350	337	350	350	350
5174	MEDICARE	3,630	3,248	3,660	3,710	3,810
5180	RETIREMENT - CITY FUNDED	47,610	36,170	40,910	44,910	52,400
	FURLOUGH BENEFITS	(3,290)	-	-	-	-
	LABOR BENEFITS REDUCTION	(8,690)	-	-	-	-
	<b>SALARY &amp; BENEFITS TOTAL</b>	<b>338,350</b>	<b>332,004</b>	<b>353,370</b>	<b>361,120</b>	<b>387,160</b>
	<b>MAINTENANCE &amp; OPERATIONS</b>					
6240	PROF/CONTRACTUAL SERVICES	433,550	443,681	490,700	490,700	490,700
6245	PROFESSIONAL SERVICES - CITY	92,200	92,196	93,940	95,210	98,010
6248	PERIODIC MAINT/BUILDING MOD	29,000	31,902	31,000	44,000	44,000
6255	SAFETY SHOES	510	984	510	510	510
6260	EQUIPMENT RENTAL - CITY	17,150	18,219	16,770	28,490	28,490
6261	EQUIPMENT MAINTENANCE - CITY	76,670	76,668	81,110	82,380	82,380
6265	MNGT INFO SYS CHGS - CITY	5,320	5,316	7,560	6,860	6,860
6290	ELECTRIC UTILITY	560,000	418,913	534,000	534,000	534,000
6300	GAS UTILITY	46,000	20,273	46,000	46,000	46,000
6310	TELEPHONE	80,000	122,518	90,000	90,000	90,000
6320	WATER UTILITY	72,000	102,745	98,000	98,000	98,000
6321	BOTTLED WATER	4,000	6,516	4,000	4,000	4,000
6340	NON-CAPITAL EQUIPMENT/FURNITURE	1,200	1,861	2,000	1,200	1,200 *
6350	SMALL TOOL/EQUIP EXPENSE	750	767	750	750	750
6370	UNIFORM EXPENSE	300	324	300	300	300
6450	HARDWARE SUPPLIES	40,000	42,633	40,000	40,000	40,000
6515	BUILDING MAINTENANCE SUPPLIES	7,500	10,098	7,500	7,500	7,500
6650	CONFERENCE/MEETING/TRAINING	500	-	500	500	500
6680	DEPRECIATION	-	1,043	-	-	-
6798	TRANSFER OUT	15,000	15,000	15,000	15,000	15,000
7840	MACHINERY/EQUIPMENT	20,800	7,771	-	-	-
	<b>MAINTENANCE &amp; OPERATIONS TOTAL</b>	<b>1,502,450</b>	<b>1,419,428</b>	<b>1,559,640</b>	<b>1,585,400</b>	<b>1,588,200</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	2015-16 CITY COUNCIL APPROVED	2015-16 REVISED ADOPTED
* Account 6340 & 7840 Detail						
	EQUIPMENT					
170670 6340	TELEPHONES	4	REPLACEMENT	300	1,200	1,200
	OBJECT CODE 6340 TOTAL				1,200	1,200
	EQUIPMENT TOTAL				1,200	1,200

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

Department: **PUBLIC WORKS/FACILITIES MAINTENANCE**

Fund/ Activity	Description/Justification	FY 13-14 Approved	FY 14-15 Approved	FY 15-16 Approved	FY 15-16 Revised
<b>TOTAL DEPARTMENT</b>		<b>\$ 433,550</b>	<b>\$ 490,700</b>	<b>\$ 490,700</b>	<b>\$ 490,700</b>
<u>77-170670 Government Building Main. &amp; Operations</u>					
	• Burglar alarm maintenance	4,500	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
	• Fire extinguisher maintenance	2,500	2,500	2,500	2,500
	• Fire alarm system maintenance	8,500	18,000	18,000	18,000
	• Fire alarm system monitoring	1,500	2,200	2,200	2,200
	• Electric gate maintenance	1,000	5,000	5,000	5,000
	• 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	80,000	180,000	180,000	180,000
	• HVAC service contract	65,000	90,000	90,000	90,000
	• HVAC controls mtce - City Hall	6,000	6,000	6,000	6,000
	• Telephone system maintenance	3,500	5,000	5,000	5,000
	• Comm/cable repairs/additions	1,500	1,500	1,500	1,500
	• Council Chambers A/V maintenance	14,000	5,000	5,000	5,000
	• 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	5,000	5,000	5,000
	• Elevator maintenance	3,500	21,000	21,000	21,000
	• Floor upkeep and repairs	12,000	12,000	12,000	12,000
	• Carpet cleaning	5,000	5,000	5,000	5,000
	• Standby generators servicing and load testing	-	20,000	20,000	20,000
	• Pest control and insect spraying	6,000	7,000	7,000	7,000
	• Misc. repairs/consulting services	2,000	2,000	2,000	2,000
	• Appliance repair/replacement	1,000	2,000	2,000	2,000
	• Plumbing repairs	500	2,000	2,000	2,000
	• Sanitation District sewer fees	60,500	60,500	60,500	60,500
	• Live plant maintenance	2,700	3,000	3,000	3,000
	• Kitchen hood fire suppression mtce	1,500	1,500	1,500	1,500
	• Industrial water treatment	3,900	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
	• PD elevator maintenance	3,300	-	-	-
	• PD generator maintenance	3,000	-	-	-
	• PD HVAC maintenance	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 2015-16

Department: **PUBLIC WORKS/FACILITIES MAINTENANCE**

Fund/ Activity	Description/Justification	FY 13-14 Approved	FY 14-15 Approved	FY 15-16 Approved	FY 15-16 Revised
	• Community Center HVAC maint.	12,000	-	-	-
	• Community Center Janitorial	24,000	-	-	-
	• Community Center elevator maint.	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.	3,000	-	-	-
	<b>SUB-TOTAL</b>	433,550	490,700	490,700	490,700

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

Department: **PUBLIC WORKS/FACILITIES MAINTENANCE**

Fund/ Activity	Description/Justification	FY 13-14 Approved	FY 14-15 Approved	FY 15-16 Approved	FY 15-16 Revised
<b>TOTAL DEPARTMENT</b>		\$ <u>500</u>	\$ <u>500</u>	\$ <u>500</u>	\$ <u>500</u>
77-170670	Government Building Maint. & Operations <ul style="list-style-type: none"> <li>• Training on Civic Center Systems</li> </ul>	<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>

CITY OF BUENA PARK  
 FACILITIES DETAIL  
 FY 2015-16

FUND/OBJECT NUMBERS	# OF UNITS	NEW or REPLACEMENT	UNIT COST	DESCRIPTION	CITY COUNCIL APPROVED	REVISED ADOPTED
					2015-16	2015-16
77-6248	1	R	20,000	<b>Police Department</b> Repair Jail Floor	20,000	20,000
77-6248	1	R	12,000	<b>City Hall</b> Install LED lighting in lobby highbay	12,000	12,000
77-6248	1	R	12,000	<b>City Yard</b> LED Gas island lighting upgrade	12,000	12,000
					44,000	44,000