

Internal Services

**INTERNAL SERVICE
BUDGET NARRATIVE
Fiscal Years 2016-17 and 2017-18**

2016-17 TOTAL BUDGET: \$7,267,250

2017-18 TOTAL BUDGET: \$7,208,100

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 Year 2016-18

<i>Fund</i>	Resources				Requirements			<i>Ending Balance June 2017</i>
	<i>Beginning Balance July 2016</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	\$ 880,000	\$ 1,015,000	\$ -	\$ 1,895,000	\$ 1,163,460	\$ -	\$ 1,163,460	\$ 731,540
Public Liability	40,000	3,000	950,000	993,000	972,990	-	972,990	20,010
Accrued Leave	1,100,000	255,000	-	1,355,000	250,000	-	250,000	1,105,000
Mngt Info Systems	1,200,000	576,220	-	1,776,220	583,850	-	583,850	1,192,370
Facilities Maint	-	2,394,630	-	2,394,630	2,255,960	15,000	2,270,960	123,670
Equipment Maint	2,900,000	2,167,560	-	5,067,560	2,025,990	-	2,025,990	3,041,570
Payroll Revolving	-	2,055,050	-	2,055,050	2,055,050	-	2,055,050	-
Total	\$ 6,120,000	\$ 8,466,460	\$ 950,000	\$ 15,536,460	\$ 9,307,300	\$ 15,000	\$ 9,322,300	\$ 6,214,160

<i>Fund</i>	Resources				Requirements			<i>Ending Balance June 2018</i>
	<i>Beginning Balance July 2017</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	\$ 731,540	\$ 1,022,000	\$ -	\$ 1,753,540	\$ 1,168,020	\$ -	\$ 1,168,020	\$ 585,520
Public Liability	20,010	3,000	950,000	973,010	972,700	-	972,700	310
Accrued Leave	1,105,000	255,000	-	1,360,000	250,000	-	250,000	1,110,000
Mngt Info Systems	1,192,370	416,710	-	1,609,080	462,100	-	462,100	1,146,980
Facilities Maint	123,670	2,203,600	-	2,327,270	2,159,180	15,000	2,174,180	153,090
Equipment Maint	3,041,570	2,151,590	-	5,193,160	2,181,100	-	2,181,100	3,012,060
Payroll Revolving	-	2,055,050	-	2,055,050	2,055,050	-	2,055,050	-
Total	\$ 6,214,160	\$ 8,106,950	\$ 950,000	\$ 15,271,110	\$ 9,248,150	\$ 15,000	\$ 9,263,150	\$ 6,007,960

CITY OF BUENA PARK

Internal Service Funds

Fiscal Year 2016-17

	<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	\$ 1,163,460	\$ 972,990						\$ 2,136,450
Accrued Leave			\$ 250,000					250,000
Mngt Information Systems						\$ 583,850		583,850
Facilities Maintenance							\$ 2,270,960	2,270,960
Equipment Maintenance				\$ 2,025,990				2,025,990
Pension Obligation					\$ 2,055,050			2,055,050
TOTAL BUDGET	\$ 1,163,460	\$ 972,990	\$ 250,000	\$ 2,025,990	\$ 2,055,050	\$ 583,850	\$ 2,270,960	\$ 9,322,300

	<i>Personnel</i>	<i>Maintenance & Operations</i>	<i>Equipment</i>	TOTAL
Self Insurance	\$ -	\$ 2,136,450	\$ -	\$ 2,136,450
Accrued Leave	250,000	-	-	250,000
Mngt Information Systems	123,470	279,680	180,700	583,850
Facilities Maintenance	397,180	1,862,980	10,800	2,270,960
Equipment Maintenance	502,480	1,075,410	448,100	2,025,990
Pension Obligation	-	2,055,050	-	2,055,050
TOTAL BUDGET	\$ 1,273,130	\$ 7,409,570	\$ 639,600	\$ 9,322,300

CITY OF BUENA PARK

Internal Service Funds

Fiscal Year 2017-18

	<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	\$ 1,168,020	\$ 972,700						\$ 2,140,720
Accrued Leave			\$ 250,000					250,000
Mngt Information Systems						\$ 462,100		462,100
Facilities Maintenance							\$ 2,174,180	2,174,180
Equipment Maintenance				\$ 2,181,100				2,181,100
Pension Obligation					\$ 2,055,050			2,055,050
TOTAL BUDGET	\$ 1,168,020	\$ 972,700	\$ 250,000	\$ 2,181,100	\$ 2,055,050	\$ 462,100	\$ 2,174,180	\$ 9,263,150

	<i>Personnel</i>	<i>Maintenance & Operations</i>	<i>Equipment</i>	TOTAL
Self Insurance	\$ -	\$ 2,140,720	\$ -	\$ 2,140,720
Accrued Leave	250,000	-	-	250,000
Mngt Information Systems	131,170	273,780	57,150	462,100
Facilities Maintenance	413,020	1,756,160	5,000	2,174,180
Equipment Maintenance	521,560	1,064,240	595,300	2,181,100
Pension Obligation	-	2,055,050	-	2,055,050
TOTAL BUDGET	\$ 1,315,750	\$ 7,289,950	\$ 657,450	\$ 9,263,150

**CITY OF BUENA PARK
REVENUE DETAIL
BUDGET YEARS 2016-17 AND 2017-18**

FUND/ SOURCE	FUND/ SOURCE DESCRIPTION	2014-15 PRIOR YR ACTUAL	2015-16 CURRENT YR BUDGET	2015-16 REVISED ESTIMATE	2016-17 BUDGET ESTIMATE	2017-18 BUDGET ESTIMATE
WORKERS COMP SELF-INS FUND						
USE OF MONEY & PROPERTY						
62 3410	INVESTMENT EARNINGS	28,815	65,000	30,000	30,000	30,000
	TOTALS FOR SOURCE	28,815	65,000	30,000	30,000	30,000
CHARGES FOR CURRENT SERVICES						
62 3791	WORKERS COMP INS CHARGE	1,240,752	1,300,000	1,300,000	985,000	992,000
	TOTALS FOR SOURCE	1,240,752	1,300,000	1,300,000	985,000	992,000
	TOTAL FOR FUND	<u>1,269,567</u>	<u>1,365,000</u>	<u>1,330,000</u>	<u>1,015,000</u>	<u>1,022,000</u>
PUBLIC LIAB SELF-INS FUND						
USE OF MONEY & PROPERTY						
63 3410	INVESTMENT EARNINGS	3,660	3,100	3,100	3,000	3,000
	TOTALS FOR SOURCE	3,660	3,100	3,100	3,000	3,000
CHARGES FOR CURRENT SERVICES						
63 3799	TRANSFERS IN	950,000	950,000	950,000	950,000	950,000
	TOTALS FOR SOURCE	950,000	950,000	950,000	950,000	950,000
	TOTAL FOR FUND	<u>953,660</u>	<u>953,100</u>	<u>953,100</u>	<u>953,000</u>	<u>953,000</u>
ACCRUED LEAVE FUND						
USE OF MONEY & PROPERTY						
65 3410	INVESTMENT EARNINGS	4,610	10,000	4,600	5,000	5,000
	TOTALS FOR SOURCE	4,610	10,000	4,600	5,000	5,000
CHARGES FOR CURRENT SERVICES						
65 3777	ACCRUED LEAVE CHARGES	154,560	250,000	159,120	250,000	250,000
	TOTALS FOR SOURCE	154,560	250,000	159,120	250,000	250,000
	TOTAL FOR FUND	<u>159,170</u>	<u>260,000</u>	<u>163,720</u>	<u>255,000</u>	<u>255,000</u>

**CITY OF BUENA PARK
REVENUE DETAIL
BUDGET YEARS 2016-17 AND 2017-18**

FUND/ SOURCE	FUND/ SOURCE DESCRIPTION	2014-15 PRIOR YR ACTUAL	2015-16 CURRENT YR BUDGET	2015-16 REVISED ESTIMATE	2016-17 BUDGET ESTIMATE	2017-18 BUDGET ESTIMATE
EQUIP MAINT & REPLACE FUND						
USE OF MONEY & PROPERTY						
71 3410	INVESTMENT EARNINGS	16,937	26,500	17,000	17,000	17,000
	TOTALS FOR SOURCE	16,937	26,500	17,000	17,000	17,000
CHARGES FOR CURRENT SERVICES						
71 3700	REIMBURSABLE REVENUE	13,089	-	-	-	-
71 3760	DAMAGE TO CITY PROPERTY	14,789	500	20,000	1,000	1,000
71 3767	VEH MAINT & REPAIR CHARGE	1,584,780	1,614,570	1,614,570	1,554,000	1,527,000
71 3770	VEHICLE RENTAL CHARGES	509,310	535,950	535,950	585,560	596,590
71 3788	CONTRACT VEH MAINT CHGS	42,914	-	-	-	-
71 3796	SALE OF REAL & PERS PROP	10,089	10,000	10,000	10,000	10,000
71 3799	TRANSFERS IN	-	58,240	58,240	-	-
	TOTALS FOR SOURCE	2,174,971	2,219,260	2,238,760	2,150,560	2,134,590
	TOTAL FOR FUND	<u>2,191,908</u>	<u>2,245,760</u>	<u>2,255,760</u>	<u>2,167,560</u>	<u>2,151,590</u>
PAYROLL REVOLVING FUND						
USE OF MONEY & PROPERTY						
73 3779	PENSION OBLIGATION BOND CHG	2,118,727	2,055,040	2,055,040	2,055,050	2,055,050
	TOTALS FOR SOURCE	2,118,727	2,055,040	2,055,040	2,055,050	2,055,050
	TOTAL FOR FUND	<u>2,118,727</u>	<u>2,055,040</u>	<u>2,055,040</u>	<u>2,055,050</u>	<u>2,055,050</u>
MANAGEMENT INFO SYSTEMS						
USE OF MONEY & PROPERTY						
74 3410	INVESTMENT EARNINGS	6,376	11,500	11,500	-	-
	TOTALS FOR SOURCE	6,376	11,500	11,500	-	-
CHARGES FOR CURRENT SERVICES						
74 3756	MNGT INFO SYSTEM CHARGES	432,096	388,820	388,820	576,220	416,710
	TOTALS FOR SOURCE	432,096	388,820	388,820	576,220	416,710
	TOTAL FOR FUND	<u>438,472</u>	<u>400,320</u>	<u>400,320</u>	<u>576,220</u>	<u>416,710</u>
GOV'T BLDGS MAINT FUND						
USE OF MONEY & PROPERTY						
77 3410	INVESTMENT EARNINGS	1,934	2,100	2,100	2,000	2,000
	TOTALS FOR SOURCE	1,934	2,100	2,100	2,000	2,000
CHARGES FOR CURRENT SERVICES						
77 3778	BLDG & GRNDS MAINT CHARGE	1,912,512	1,946,500	1,946,500	2,392,630	2,201,600
	TOTALS FOR SOURCE	1,912,512	1,946,500	1,946,500	2,392,630	2,201,600
	TOTAL FOR FUND	<u>1,914,446</u>	<u>1,948,600</u>	<u>1,948,600</u>	<u>2,394,630</u>	<u>2,203,600</u>

CITY OF BUENA PARK
APPROPRIATION SUMMARY

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

FISCAL YEAR 2016-17

APPROPRIATION ALLOCATION

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
107410	WORKERS' COMP	-	1,163,460	-	1,163,460
107420	LIABILITY INSURANCE	-	972,990	-	972,990
TOTAL APPROPRIATIONS		-	2,136,450	-	2,136,450

RESOURCE ALLOCATION

FUND NUMBER	FUND TITLE	TOTAL
62	WORKERS' COMPENSATION	1,163,460
63	PUBLIC LIABILITY	972,990
TOTAL RESOURCES		2,136,450

FISCAL YEAR 2017-18

APPROPRIATION ALLOCATION

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
107410	WORKERS' COMP	-	1,168,020	-	1,168,020
107420	LIABILITY INSURANCE	-	972,700	-	972,700
TOTAL APPROPRIATIONS		-	2,140,720	-	2,140,720

RESOURCE ALLOCATION

FUND NUMBER	FUND TITLE	TOTAL
62	WORKERS' COMPENSATION	1,168,020
63	PUBLIC LIABILITY	972,700
TOTAL RESOURCES		2,140,720

CITY OF BUENA PARK
MUNICIPAL BUDGET DETAIL

DEPARTMENT TITLE		ACTIVITY TITLE						
INTERNAL SUPPORT SVCS - SELF INS		WORKERS' COMPENSATION						
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 AMENDED BUDGET	2014-15 ACTUAL	2015-16 AMENDED BUDGET	2016-17 DEPARTMENT REQUESTED	2016-17 CITY COUNCIL APPROVED	2017-18 DEPARTMENT REQUESTED	2017-18 CITY COUNCIL APPROVED
	MAINTENANCE & OPERATIONS							
6240	PROF/CONTRACTUAL SERVICES	100,000	94,583	100,000	105,000	161,570	110,000	166,420
6265	MNGT INFO SYS CHGS - CITY	950	948	860	1,190	1,190	900	900
6420	MEMBERSHIP & SUBSCRIPTIONS	300	-	300	300	300	300	300
6620	WORKERS' COMP CLAIM PAYMENTS	800,000	1,286,160	800,000	800,000	800,000	800,000	800,000
6625	CLAIM ADJUSTMENT AT YEAR END	-	(403,623)	-	-	-	-	-
6645	INSURANCE - EXCESS PREMIUM	200,000	193,898	200,000	200,000	200,000	200,000	200,000
6650	CONFERENCE/MEETING/TRAINING	400	-	400	400	400	400	400
	MAINTENANCE & OPERATIONS TOTAL	1,101,650	1,171,966	1,101,560	1,106,890	1,163,460	1,111,600	1,168,020

CITY OF BUENA PARK
MUNICIPAL BUDGET DETAIL

DEPARTMENT TITLE			ACTIVITY TITLE					
INTERNAL SUPPORT SVCS - SELF INS			LIABILITY INSURANCE					
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 AMENDED BUDGET	2014-15 ACTUAL	2015-16 AMENDED BUDGET	2016-17 DEPARTMENT REQUESTED	2016-17 CITY COUNCIL APPROVED	2017-18 DEPARTMENT REQUESTED	2017-18 CITY COUNCIL APPROVED
	MAINTENANCE & OPERATIONS							
6240	PROF/CONTRACTUAL SERVICES	45,000	33,049	45,000	45,000	45,000	45,000	45,000
6242	ATTORNEY CONTRACT SERVICES	300,000	267,788	300,000	300,000	300,000	300,000	300,000
6265	MNGT INFO SYS CHGS - CITY	950	948	860	1,190	1,190	900	900
6420	MEMBERSHIP & SUBSCRIPTIONS	200	-	200	200	200	200	200
6625	CLAIM ADJUSTMENT AT YEAR END	-	703,634	-	-	-	-	-
6630	LIABILITY CLAIM PAYMENTS	300,000	81,706	300,000	300,000	300,000	300,000	300,000
6645	INSURANCE - EXCESS PREMIUM	286,000	255,659	286,000	326,000	326,000	326,000	326,000
6650	CONFERENCE/MEETING/TRAINING	600	10	600	600	600	600	600
	MAINTENANCE & OPERATIONS TOTAL	932,750	1,342,794	932,660	972,990	972,990	972,700	972,700

CITY OF BUENA PARK
PROFESSIONAL & CONTRACTUAL SERVICES DETAIL (6240)
FY 2016-17 and FY 2017-18

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

<u>Fund/ Activity</u>	<u>Description/Justification</u>	<u>FY 14-15 Actual</u>	<u>FY 15-16 Budget</u>	<u>FY 16-17 Proposed</u>	<u>FY 16-17 Approved</u>	<u>FY 17-18 Proposed</u>	<u>FY 17-18 Approved</u>
TOTAL DEPARTMENT		\$ 127,632	\$ 145,000	\$ 150,000	\$ 206,570	\$ 155,000	\$ 211,420
62-107410	<u>Workers' Compensation</u>						
	• Third party administrative fee	94,583	100,000	105,000	161,570	110,000	166,420
	SUB-TOTAL	<u>94,583</u>	<u>100,000</u>	<u>105,000</u>	<u>161,570</u>	<u>110,000</u>	<u>166,420</u>
63-107420	<u>Public Liability</u>						
	• Third party administrative fee	33,049	45,000	45,000	45,000	45,000	45,000
	SUB-TOTAL	<u>33,049</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 2016-17 and FY 2017-18

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

Fund/ Activity	Description/Justification	FY 14-15 Actual	FY 15-16 Budget	FY 16-17 Proposed	FY 16-17 Approved	FY 17-18 Proposed	FY 17-18 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 2016-17 and FY 2017-18

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

<u>Fund/ Activity</u>	<u>Description/Justification</u>	<u>FY 14-15 Actual</u>	<u>FY 15-16 Budget</u>	<u>FY 16-17 Proposed</u>	<u>FY 16-17 Approved</u>	<u>FY 17-18 Proposed</u>	<u>FY 17-18 Approved</u>
	TOTAL DEPARTMENT	\$ <u>10</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>-</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	<u>10</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
-------------------------------------	--

FISCAL YEAR 2016-17

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 2017-18

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	2014-15 AMENDED BUDGET	2014-15 ACTUAL	2015-16 AMENDED BUDGET	2016-17 DEPARTMENT REQUESTED	2016-17 CITY COUNCIL APPROVED	2017-18 DEPARTMENT REQUESTED	2017-18 CITY COUNCIL APPROVED
	SALARY & BENEFITS							
5133	ACCRUED LEAVE PAYOUT	250,000	191,194	250,000	250,000	250,000	250,000	250,000
	SALARY & BENEFITS TOTAL	250,000	191,194	250,000	250,000	250,000	250,000	250,000

CITY OF BUENA PARK
APPROPRIATION SUMMARY

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

FISCAL YEAR 2016-17

APPROPRIATION ALLOCATION

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
171710	VEH & SM ENGINE MAINT	502,480	1,075,410	448,100	2,025,990
	TOTAL APPROPRIATIONS	502,480	1,075,410	448,100	2,025,990

RESOURCE ALLOCATION

FUND NUMBER	FUND TITLE	TOTAL
71	EQUIP MAINT & REPLACEMENT FUND	2,025,990
	TOTAL RESOURCES	2,025,990

FISCAL YEAR 2017-18

APPROPRIATION ALLOCATION

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
171710	VEH & SM ENGINE MAINT	521,560	1,064,240	595,300	2,181,100
	TOTAL APPROPRIATIONS	521,560	1,064,240	595,300	2,181,100

RESOURCE ALLOCATION

FUND NUMBER	FUND TITLE	TOTAL
71	EQUIP MAINT & REPLACEMENT FUND	2,181,100
	TOTAL RESOURCES	2,181,100

**CITY OF BUENA PARK
MUNICIPAL BUDGET DETAIL**

FUNCTION			DEPARTMENT TITLE					
GENERAL GOVERNMENT SERVICES			EQUIPMENT MAINTENANCE					
OBJECT CODE	EXPENSE CLASSIFICATION	2014-15 AMENDED BUDGET	2014-15 ACTUAL	2015-16 AMENDED BUDGET	2016-17 DEPARTMENT REQUESTED	2016-17 CITY COUNCIL APPROVED	2017-18 DEPARTMENT REQUESTED	2017-18 CITY COUNCIL APPROVED
	SALARY & BENEFITS							
	#							
	FLEET MAINT SUPERVISOR 1.00	78,630		84,100	85,780	85,780	85,780	88,400
	LEAD FLEET MECHANIC 1.00	64,120		68,610	70,810	70,810	70,810	72,920
	FLEET MECHANIC 2.00	179,600		183,200	128,670	128,670	128,670	132,580
	SENIOR OFFICE ASSISTANT 0.50	22,710		23,160	23,570	23,570	23,570	24,280
	TOTAL POSITIONS 4.50							
5110	REGULAR SALARIES	345,060	295,100	359,070	308,830	308,830	308,830	318,180
5110	LONGEVITY PAY	1,570	1,570	1,680	1,720	1,720	1,720	1,720
5115	EXCESS MEDICAL PREMIUM	3,400	3,625	3,790	5,310	5,310	5,310	5,310
5118	SPECIAL LICENSE	3,180	2,441	3,180	2,400	2,400	2,400	2,400
5130	OVERTIME	2,500	133	2,500	2,500	2,500	2,500	2,500
5131	VACATION PAY-OFF	1,630	2,079	1,630	2,670	2,670	2,670	2,670
5132	SICK-LEAVE BUY BACK	1,430	1,427	1,460	1,490	1,490	1,490	1,530
5140	PART TIME	-	-	-	17,780	17,780	17,780	17,780
5157	BILINGUAL PAY	420	420	420	420	420	420	420
5160	WORKERS' COMPENSATION	23,630	23,628	24,610	16,640	16,640	16,640	17,130
5161	ACCRUED LEAVE CHARGE	2,600	2,604	2,710	2,330	2,330	2,330	2,400
5170	MEDICAL INSURANCE	50,700	40,902	69,120	54,180	54,180	54,180	54,180
5171	DENTAL INSURANCE	5,640	4,672	5,640	5,300	5,300	5,300	5,300
5172	LONG-TERM DISABILITY	1,660	926	1,660	1,360	1,360	1,360	1,360
5173	LIFE AD&D	420	359	350	300	300	300	300
5174	MEDICARE	5,130	1,980	5,360	5,340	5,340	4,990	5,080
5175	DEFERRED COMP	-	-	-	670	670	670	670
5180	RETIREMENT - CITY FUNDED	60,560	51,445	77,940	72,460	72,460	79,480	81,850
5186	PENSION EXPENSE	-	(28,116)	-	-	-	-	-
5190	EDUCATIONAL INCENTIVE	-	780	-	780	780	780	780
	SALARY & BENEFITS TOTAL	509,530	405,975	561,120	502,480	502,480	509,150	521,560
	MAINTENANCE & OPERATIONS							
6240	PROF/CONTRACTUAL SERVICES	40,500	26,439	40,500	40,500	40,500	40,500	40,500
6245	PROFESSIONAL SERVICES - CITY	131,060	131,064	136,710	153,860	153,860	143,790	145,850
6255	SAFETY SHOES	810	957	810	810	810	810	810
6260	EQUIPMENT RENTAL - CITY	11,350	11,352	11,730	12,510	12,510	11,030	11,030
6261	EQUIPMENT MAINTENANCE - CITY	39,580	39,576	39,850	37,070	37,070	37,160	37,160
6265	MNGT INFO SYS CHGS - CITY	5,670	5,676	5,140	7,160	7,160	5,390	5,390
6335	EQUIPMENT PARTS & SUPPLIES	199,429	194,353	200,000	200,000	200,000	200,000	200,000
6338	OUTSIDE EQUIPMENT REPAIR	180,000	170,183	180,000	185,000	185,000	185,000	185,000
6340	NON-CAPITAL EQUIPMENT/FURNITURE	571	350	-	-	-	-	-
6350	SMALL TOOL/EQUIPMENT EXPENSE	6,000	2,933	6,000	6,000	6,000	6,000	6,000
6370	UNIFORM EXPENSE	400	381	400	400	400	400	400
6410	STATIONERY/OFFICE SUPPLIES	400	381	400	500	500	500	500
6420	MEMBERSHIP & SUBSCRIPTIONS	700	344	700	700	700	700	700
6450	HARDWARE SUPPLIES	9,000	8,890	9,000	9,000	9,000	9,000	9,000
6460	GAS AND OIL	450,000	388,820	450,000	420,000	420,000	420,000	420,000
6470	LAB/CHEMICAL SUPPLIES	1,200	52	1,200	1,200	1,200	1,200	1,200
6650	CONFERENCE/MEETING/TRAINING	2,000	121	2,000	700	700	700	700
6680	DEPRECIATION	-	253,621	-	-	-	-	-
6681	LOSS ON DISPOSAL OF ASSET	-	431	-	-	-	-	-
7840	MACHINERY/EQUIPMENT	689,326	340,857	532,840	448,100	448,100	595,300	595,300 *
	MAINTENANCE & OPERATIONS TOTAL	1,767,996	1,576,781	1,617,280	1,523,510	1,523,510	1,657,480	1,659,540

**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	2016-17 DEPARTMENT REQUESTED	2016-17 CITY COUNCIL APPROVED	2017-18 DEPARTMENT REQUESTED	2017-18 CITY COUNCIL APPROVED
* Account 6340 & 7840 Detail								
EQUIPMENT								
POLICE								
7840	SMALL PICKUP - PRKG ENFORCE (50-1559)	1	REPLACEMENT	25,000	25,000	25,000	-	-
7840	BLACK & WHITE POLICE VEHICLE	3	REPLACEMENT	38,000	114,000	114,000	-	-
7840	BLACK & WHITE POLICE VEHICLE	3	REPLACEMENT	38,000	-	-	114,000	114,000
7840	UNMARKED POLICE VEHICLE	2	REPLACEMENT	31,800	63,600	63,600	-	-
7840	UNMARKED POLICE VEHICLE	2	REPLACEMENT	31,800	-	-	63,600	63,600
7840	FORENSIC VAN (50-1666)	1	REPLACEMENT	52,500	-	-	52,500	52,500
7840	POLICE MOTORCYCLE	2	REPLACEMENT	27,500	-	-	55,000	55,000
	POLICE TOTAL				202,600	202,600	285,100	285,100
PUBLIC WORKS - STREET MAINTENANCE								
7840	ARROW BOARD TRAILERS (63-1578, 63-1632)	2	REPLACEMENT	4,100	8,200	8,200	-	-
7840	LOADER (63-1258)	1	REPLACEMENT	135,000	-	-	135,000	135,000
	PUBLIC WORKS - STREET MAINT. TOTAL				8,200	8,200	135,000	135,000
PUBLIC WORKS - WATER/SEWER								
7840	1 TON TRUCK W/SVC BODY/ARROW BD (66-1483)	1	REPLACEMENT	45,000	45,000	45,000	-	-
7840	3/4 TON TRUCK W/SVC BOX/GATE/ARROW BD (66-1737)	1	REPLACEMENT	43,200	-	-	43,200	43,200
7840	3/4 TON TRUCK VALVE TURNING/VACUUM (66-1619)	1	REPLACEMENT	85,000	-	-	85,000	85,000
	PUBLIC WORKS - WATER TOTAL				45,000	45,000	128,200	128,200
PUBLIC WORKS - ENGINEERING DIVISION								
7840	1/2 TON PICKUP TRUCK (61-1609)	1	REPLACEMENT	25,000	25,000	25,000	-	-
7840	POOL VEHICLE (61-1523)	1	REPLACEMENT	22,000	22,000	22,000	-	-
7840	POOL VEHICLE (61-1713)	1	REPLACEMENT	22,000	-	-	22,000	22,000
	PUBLIC WORKS - ENGINEERING DIVISION TOTAL				47,000	47,000	22,000	22,000
COMMUNITY DEVELOPMENT - BUILDING DIVISION								
7840	1/2 TON PICKUP TRUCK (45-1367)	1	REPLACEMENT	25,000	-	-	25,000	25,000
	COMMUNITY DEVELOPMENT - BUILDING DIVISION TOTAL				-	-	25,000	25,000
COMMUNITY SERVICES								
7840	1 TON TRUCK W/UTILITY BODY (75-1534)	1	REPLACEMENT	38,000	38,000	38,000	-	-
7840	PRESSURE WASHER (75-1664)	1	REPLACEMENT	42,300	42,300	42,300	-	-
7840	MED VAN (75-1712)	1	REPLACEMENT	65,000	65,000	65,000	-	-
	COMMUNITY SERVICES TOTAL				145,300	145,300	-	-
EQUIPMENT TOTAL					448,100	448,100	595,300	595,300

CITY OF BUENA PARK
PROFESSIONAL & CONTRACTUAL SERVICES DETAIL (6240)
FY 2016-17 and FY 2017-18

Department: **PUBLIC WORKS/EQUIPMENT MAINTENANCE**

Fund/ Activity	Description/Justification	FY 14-15 Actual	FY 15-16 Budget	FY 16-17 Proposed	FY 16-17 Approved	FY 17-18 Proposed	FY 17-18 Approved
TOTAL DEPARTMENT		\$ <u>26,438</u>	\$ <u>40,500</u>	\$ <u>40,500</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	12,872	20,000	20,000	20,000	20,000	20,000
	• Computer consulting services	3,083	2,500	2,500	2,500	2,500	2,500
	• Dossier Software Mtce Support	2,866	3,000	3,000	3,000	3,000	3,000
	• OC Health Care (fuel storage tanks)	106	4,000	4,000	4,000	4,000	4,000
	• AQMD Facility Operating Fee	4,373	6,000	6,000	6,000	6,000	6,000
	• WyTech/ProDemand Annual Maint.	2,220	5,000	5,000	5,000	5,000	5,000
	• Offsite Fueling	918	-	-	-	-	-
	SUB-TOTAL	<u>26,438</u>	<u>40,500</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 2016-17 and FY 2017-18

Department: **PUBLIC WORKS/EQUIPMENT MAINTENANCE**

Fund/ Activity	Description/Justification	FY 14-15 Actual	FY 15-16 Budget	FY 16-17 Proposed	FY 16-17 Approved	FY 17-18 Proposed	FY 17-18 Approved
TOTAL DEPARTMENT		\$ <u>344</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	275	200	200	200	200	200
	• National Association of Fleet Administrators dues	-	500	500	500	500	500
	• ASE-T6R Certification	69	-	-	-	-	-
	SUB-TOTAL	<u>344</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 2016-17 and FY 2017-18

Department: **PUBLIC WORKS/EQUIPMENT MAINTENANCE**

Fund/ Activity	Description/Justification	FY 14-15 Actual	FY 15-16 Budget	FY 16-17 Proposed	FY 16-17 Approved	FY 17-18 Proposed	FY 17-18 Approved
TOTAL DEPARTMENT		\$ 121	\$ 700	\$ 700	\$ 700	\$ 700	\$ 700
71-171710	Vehicle and Small Engine Maintenance • Misc. conferences, meetings & training	121	700	700	700	700	700

CITY OF BUENA PARK
APPROPRIATION SUMMARY

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

FISCAL YEAR 2016-17

APPROPRIATION ALLOCATION

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
126143	MANAGEMENT INFO SYSTEMS	123,470	279,680	180,700	583,850
	TOTAL APPROPRIATIONS	123,470	279,680	180,700	583,850

RESOURCE ALLOCATION

FUND NUMBER	FUND TITLE	TOTAL
74	MANAGEMENT INFO SYSTEMS	583,850
	TOTAL RESOURCES	583,850

FISCAL YEAR 2017-18

APPROPRIATION ALLOCATION

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
126143	MANAGEMENT INFO SYSTEMS	131,170	273,780	57,150	462,100
	TOTAL APPROPRIATIONS	131,170	273,780	57,150	462,100

RESOURCE ALLOCATION

FUND NUMBER	FUND TITLE	TOTAL
74	MANAGEMENT INFO SYSTEMS	462,100
	TOTAL RESOURCES	462,100

**CITY OF BUENA PARK
MUNICIPAL BUDGET DETAIL**

FUNCTION			DEPARTMENT TITLE						
GENERAL GOVERNMENT SERVICES			MANAGEMENT INFORMATION SYSTEMS						
OBJECT CODE	EXPENDITURE CLASSIFICATION	2014-15 AMENDED BUDGET	2014-15 ACTUAL	2015-16 AMENDED BUDGET	2016-17 DEPARTMENT REQUESTED	2016-17 CITY COUNCIL APPROVED	2017-18 DEPARTMENT REQUESTED	2017-18 CITY COUNCIL APPROVED	
	SALARY & BENEFITS								
	INFORMATION SYSTEM TECHNICIAN	1.00	71,270	-	76,340	81,760	81,760	83,750	86,260
	TOTAL POSITIONS	1.00							
5110	REGULAR SALARIES		71,270	72,550	76,340	81,760	81,760	83,750	86,260
5115	EXCESS MEDICAL PREMIUM		820	-	-	-	-	-	-
5117	CASH PAYMENT PER MOU		-	-	1,500	-	-	-	-
5155	UNIFORM CLOTHING ALLOWANCE		430	425	500	500	500	500	500
5160	WORKERS' COMPENSATION		2,300	2,304	2,460	2,030	2,030	2,080	2,140
5161	ACCRUED LEAVE CHARGE		540	540	570	610	610	630	650
5170	MEDICAL INSURANCE		14,660	15,139	17,030	17,030	17,030	17,030	17,030
5171	DENTAL INSURANCE		1,160	1,128	1,160	1,050	1,050	1,050	1,050
5172	LONG-TERM DISABILITY		300	206	300	300	300	300	300
5173	LIFE AD&D		40	32	40	30	30	30	30
5174	MEDICARE		1,050	1,046	1,140	1,190	1,190	1,220	1,260
5180	RETIREMENT - CITY FUNDED		12,400	12,688	16,440	18,970	18,970	21,320	21,950
5186	PENSION EXPENSE		-	(6,934)	-	-	-	-	-
5190	EDUCATION INCENTIVE PAY		-	-	-	-	-	-	-
	SALARY & BENEFITS TOTAL		104,970	99,124	117,480	123,470	123,470	127,910	131,170
	MAINTENANCE & OPERATIONS								
6240	PROF/CONTRACTUAL SERVICES		59,200	14,634	59,200	77,000	77,000	77,000	77,000
6250	OFFICE EQUIPMENT MAINTENANCE		173,000	168,138	185,500	179,680	179,680	173,780	173,780
6310	TELEPHONE		900	13,240	900	16,000	16,000	16,000	16,000
6335	EQUIPMENT PARTS & SUPPLY		3,000	2,611	3,000	3,000	3,000	3,000	3,000
6340	NON-CAPITAL EQUIPMENT/FURNITURE		-	-	-	23,800	23,800	10,650	10,650 *
6510	BUILDING MAINTENANCE - CITY		3,600	3,600	3,750	4,000	4,000	4,000	4,000
6680	DEPRECIATION		-	86,731	-	-	-	-	-
7840	MACHINERY/EQUIPMENT		144,830	113,467	71,630	156,900	156,900	46,500	46,500 *
	MAINTENANCE & OPERATIONS TOTAL		384,530	402,421	323,980	460,380	460,380	330,930	330,930
OBJECT CODE	DESCRIPTION	NUMBER OF UNITS	NEW OR REPLACEMENT	UNIT COST	2016-17 DEPARTMENT REQUESTED	2016-17 CITY COUNCIL APPROVED	2017-18 DEPARTMENT REQUESTED	2017-18 CITY COUNCIL APPROVED	
* Account 6340 & 7840 Detail									
	EQUIPMENT								
MIS									
6340	SERVER LICENSES - 20-USER PACK	10	REPLACEMENT	800	8,000	8,000	-	-	
7840	51 REPLACEMENT PC'S W/OFFICE LICENSE UPGRAD	1	REPLACEMENT	86,700	86,700	86,700	-	-	
7840	35 REPLACEMENT PC'S	1	REPLACEMENT	44,500	-	-	44,500	44,500	
7840	PRINTERS	5	REPLACEMENT	1,000	5,000	5,000	-	-	
7840	SONIC FIREWALL	1	REPLACEMENT	12,000	12,000	12,000	-	-	
7840	HYPERV HOSTS W/WINDOWS SERVER DATA CENTE	1	REPLACEMENT	37,000	37,000	37,000	-	-	
	MIS TOTAL				148,700	148,700	44,500	44,500	
COMMUNITY DEVELOPMENT									
6340	LAPTOP COMPUTER (731120)	1	REPLACEMENT	750	750	750	-	-	
6340	TABLET COMPUTERS (731120)	2	NEW	750	1,500	1,500	-	-	
	COMMUNITY DEVELOPMENT TOTAL				2,250	2,250	-	-	
WATER/SEWER									
6340	LASERJET M604 PRINTER (352567)	1	NEW	800	800	800	-	-	
7840	MICROSOFT SURFACE PRO TABLET (352363)	1	NEW	2,000	2,000	2,000	-	-	
7840	MICROSOFT SURFACE PRO TABLET (352363)	1	NEW	2,000	-	-	2,000	2,000	
7840	CMMS COMPATIBLE MOBILE TABLET (452410)	2	NEW	1,000	2,000	2,000	-	-	
	WATER/SEWER TOTAL				4,800	4,800	2,000	2,000	
	EQUIPMENT SUBTOTAL (sub-total)				155,750	155,750	46,500	46,500	

CITY OF BUENA PARK
MUNICIPAL BUDGET DETAIL

FUNCTION GENERAL GOVERNMENT SERVICES			DEPARTMENT TITLE MANAGEMENT INFORMATION SYSTEMS					
EPARTMENT OBJECT CODE	DESCRIPTION	NUMBER OF UNITS	NEW OR REPLACEMENT	UNIT COST	2016-17 DEPARTMENT REQUESTED	2016-17 CITY COUNCIL APPROVED	2017-18 DEPARTMENT REQUESTED	2017-18 CITY COUNCIL APPROVED
	EQUIPMENT (Cont)							
PUBLIC WORKS								
6340	MICROSOFT PROJECT SOFTWARE (160410)	2	NEW	500	1,000	1,000	-	-
6340	ADOBE ACROBAT DC PRO (560220)	2	NEW	500	1,000	1,000	-	-
6340	ACROBAT DC PRO UPGRADE(560220)	2	REPLACEMENT	250	-	-	500	500
6340	HCM SUBSCRIPTION/SUPPORT (560220)	1	REPLACEMENT	450	450	450	-	-
6340	HCM SUBSCRIPTION/SUPPORT (560220)	1	REPLACEMENT	450	-	-	450	450
6340	AUTODESK INFRA.DESIGN SUBS (160410)	5	REPLACEMENT	1,150	5,750	5,750	-	-
6340	AUTODESK INFRA.DESIGN SUBS (160410)	7	REPLACEMENT	1,150	-	-	8,050	8,050
6340	AUTODESK DESIGN UPGRADE (160410)	2	NEW	1,450	2,900	2,900	-	-
6340	OC ASSESS. TAX ROLL SOFTWARE (560220)	1	REPLACEMENT	1,650	1,650	1,650	-	-
6340	OC ASSESS. TAX ROLL SOFTWARE (560220)	1	REPLACEMENT	1,650	-	-	1,650	1,650
7840	CMMS COMPAT. MOBILE TABLET (560210)	2	NEW	1,000	2,000	2,000	-	-
7840	SYNCRO UPGRADE TO V9 (560220)	1	REPLACEMENT	5,200	5,200	5,200	-	-
7840	GIS WORKSTATION (560220)	1	REPLACEMENT	5,000	5,000	5,000	-	-
	PUBLIC WORKS TOTAL				24,950	24,950	10,650	10,650
	EQUIPMENT TOTAL				180,700	180,700	57,150	57,150

CITY OF BUENA PARK
PROFESSIONAL & CONTRACTUAL SERVICES DETAIL (6240)
FY 2016-17 and FY 2017-18

Department: **MIS**

Fund/ Activity	Description/Justification	FY 14-15 Actual	FY 15-16 Budget	FY 16-17 Proposed	FY 16-17 Approved	FY 17-18 Proposed	FY 17-18 Approved
TOTAL DEPARTMENT		\$ 14,634	\$ 59,200	\$ 77,000	\$ 77,000	\$ 77,000	\$ 77,000
74-126143	<u>Management Information Systems</u>						
	• City of Brea MIS Services	-	5,000	5,000	5,000	5,000	5,000
	• AT&T Internet Services	-	13,200	-	-	-	-
	• Website Management	-	10,000	10,000	10,000	10,000	10,000
	• Sungard Programming	700	5,000	5,000	5,000	5,000	5,000
	• Misc Software Purchases	-	3,000	3,000	3,000	3,000	3,000
	• Computer Equipment Installation	912	-	-	-	-	-
	• Unforeseen Purchases & Programming	-	20,000	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	4,862	-	-	-	-	-
	• Electronic Storage	8,160	-	10,000	10,000	10,000	10,000
	• Computer Consulting Services	-	-	20,000	20,000	20,000	20,000
	• GIS Technical Support for Public Works	-	-	1,000	1,000	1,000	1,000
	SUB-TOTAL	<u>14,634</u>	<u>59,200</u>	<u>77,000</u>	<u>77,000</u>	<u>77,000</u>	<u>77,000</u>

CITY OF BUENA PARK
APPROPRIATION SUMMARY

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

FISCAL YEAR 2016-17

APPROPRIATION ALLOCATION

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
170670	GOV'T BLDGS MAINT OPER	397,180	1,862,980	10,800	2,270,960
	TOTAL APPROPRIATIONS	397,180	1,862,980	10,800	2,270,960

RESOURCE ALLOCATION

FUND NUMBER	FUND TITLE	TOTAL
77	GOV'T BLDGS MAINT FUND	2,270,960
	TOTAL RESOURCES	2,270,960

FISCAL YEAR 2017-18

APPROPRIATION ALLOCATION

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
170670	GOV'T BLDGS MAINT OPER	413,020	1,756,160	5,000	2,174,180
	TOTAL APPROPRIATIONS	413,020	1,756,160	5,000	2,174,180

RESOURCE ALLOCATION

FUND NUMBER	FUND TITLE	TOTAL
77	GOV'T BLDGS MAINT FUND	2,174,180
	TOTAL RESOURCES	2,174,180

CITY OF BUENA PARK
MUNICIPAL BUDGET DETAIL

FUNCTION GENERAL GOVERNMENT SERVICES			DEPARTMENT TITLE FACILITIES MAINTENANCE					
OBJECT CODE	EXPENSE CLASSIFICATION	2014-15 AMENDED BUDGET	2014-15 ACTUAL	2015-16 AMENDED BUDGET	2016-17 DEPARTMENT REQUESTED	2016-17 CITY COUNCIL APPROVED	2017-18 DEPARTMENT REQUESTED	2017-18 CITY COUNCIL APPROVED
	SALARY & BENEFITS							
	FACILITIES MAINT SUPERVISOR 1.00	69,540		74,480	79,760	79,760	79,760	82,220
	FACILITIES MAINTENANCE TECH 1.00	57,610		58,760	59,940	59,940	59,940	61,740
	FACILITIES MAINTENANCE WORKER 1.00	52,330		53,380	54,440	54,440	54,440	56,080
	SENIOR OFFICE ASSISTANT 0.50	22,710		23,160	23,570	23,570	23,570	24,280
	MAINTENANCE HELPER 1.00	32,590		33,240	33,910	33,910	33,910	34,930
	TOTAL POSITIONS 4.50							
5110	REGULAR SALARIES	234,780	239,665	243,020	251,620	251,620	251,620	259,250
5110	LONGEVITY PAY	1,390	1,390	1,490	1,600	1,600	1,600	1,600
5115	EXCESS MEDICAL PREMIUM	13,090	21,289	13,850	15,010	15,010	15,010	15,010
5130	OVERTIME	3,500	706	3,500	1,000	1,000	1,000	1,000
5131	VACATION PAY-OFF	2,900	2,280	3,000	3,160	3,160	3,160	3,250
5132	SICK-LEAVE BUY BACK	1,200	1,208	1,230	1,260	1,260	1,260	1,290
5157	BILINGUAL PAY	420	420	420	420	420	420	420
5160	WORKERS' COMPENSATION	13,090	13,092	13,470	10,670	10,670	10,670	10,990
5161	ACCRUED LEAVE CHARGE	1,770	1,776	1,830	1,900	1,900	1,900	1,960
5170	MEDICAL INSURANCE	29,800	19,734	42,280	41,120	41,120	41,120	41,120
5171	DENTAL INSURANCE	5,150	5,019	5,150	5,270	5,270	5,270	5,270
5172	LONG-TERM DISABILITY	1,360	926	1,360	1,360	1,360	1,360	1,360
5173	LIFE AD&D	350	323	350	310	310	310	310
5174	MEDICARE	3,660	3,685	3,810	3,980	3,980	3,980	4,090
5180	RETIREMENT - CITY FUNDED	40,910	41,611	52,400	58,500	58,500	64,170	66,100
5186	PENSION EXPENSE	-	(22,741)	-	-	-	-	-
	SALARY & BENEFITS TOTAL	353,370	330,383	387,160	397,180	397,180	402,850	413,020
	MAINTENANCE & OPERATIONS							
6240	PROF/CONTRACTUAL SERVICES	489,631	544,392	490,700	567,000	567,000	567,000	567,000
6245	PROFESSIONAL SERVICES - CITY	93,940	93,936	98,010	110,500	110,500	103,130	104,580
6248	PERIODIC MAINT/BUILDING MOD	43,000	38,466	44,000	120,000	60,000	20,000	20,000
6255	SAFETY SHOES	510	895	510	900	900	900	900
6260	EQUIPMENT RENTAL - CITY	16,770	16,770	28,490	18,210	18,210	18,930	18,930
6261	EQUIPMENT MAINTENANCE - CITY	81,110	81,108	82,380	76,770	76,770	77,520	77,520
6265	MNGT INFO SYS CHGS - CITY	7,560	7,560	6,860	9,550	9,550	7,180	7,180
6290	ELECTRIC UTILITY	534,000	618,757	534,000	650,000	680,000	650,000	650,000
6300	GAS UTILITY	39,873	18,128	46,000	40,000	50,000	40,000	40,000
6310	TELEPHONE	90,000	46,289	90,000	90,000	90,000	90,000	90,000
6320	WATER UTILITY	98,000	102,737	98,000	100,000	120,000	100,000	100,000
6321	BOTTLED WATER	4,000	6,571	4,000	6,500	6,500	6,500	6,500
6340	NON-CAPITAL EQUIPMENT/FURNITURE	2,929	1,564	1,200	800	800	-	- *
6350	SMALL TOOL/EQUIP EXPENSE	750	651	750	750	750	750	750
6370	UNIFORM EXPENSE	300	748	300	300	300	300	300
6450	HARDWARE SUPPLIES	39,071	41,817	40,000	45,000	45,000	45,000	45,000
6515	BUILDING MAINTENANCE SUPPLIES	7,500	11,865	7,500	12,000	12,000	12,000	12,000
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	7,196	7,157	-	10,000	10,000	5,000	5,000 *
	MAINTENANCE & OPERATIONS TOTAL	1,571,640	1,655,454	1,588,200	1,873,780	1,873,780	1,759,710	1,761,160

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	2016-17 DEPARTMENT REQUESTED	2016-17 CITY COUNCIL APPROVED	2017-18 DEPARTMENT REQUESTED	2017-18 CITY COUNCIL APPROVED
* Account 6340 & 7840 Detail								
	EQUIPMENT							
170670 6340	DEWALT HAMMER/IMPACT DRIVER KIT OBJECT CODE 6340 TOTAL	2	REPLACEMENT	400	800	800	-	-
					800	800	-	-
170670 7840	LARGE SNAKE DRAIN CLEANER	1	REPLACEMENT	5,000	-	-	5,000	5,000
7840	SMALL SNAKE DRAIN CLEANER	1	REPLACEMENT	2,000	2,000	2,000	-	-
7840	SERVICE CARTS	3	NEW	1,000	3,000	3,000	-	-
7840	MANLIFT CHAIR STRADLER ATTACHMENT	1	NEW	5,000	5,000	5,000	-	-
	OBJECT CODE 7840 TOTAL				10,000	10,000	5,000	5,000
	EQUIPMENT TOTAL				10,800	10,800	5,000	5,000

CITY OF BUENA PARK
PROFESSIONAL & CONTRACTUAL SERVICES DETAIL (6240)
FY 2016-17 and FY 2017-18

Department: **PUBLIC WORKS/FACILITIES MAINTENANCE**

Fund/ Activity	Description/Justification	FY 14-15 Actual	FY 15-16 Budget	FY 16-17 Proposed	FY 16-17 Approved	FY 17-18 Proposed	FY 17-18 Approved
TOTAL DEPARTMENT		\$ 544,392	\$ 490,700	\$ 567,000	\$ 567,000	\$ 567,000	\$ 567,000
77-170670	<u>Government Building Main. & Operations</u>						
	• Burglar alarm maintenance	17,136	11,000	18,000	18,000	18,000	18,000
	• Fire sprinkler system maintenance	2,610	3,000	3,000	3,000	3,000	3,000
	• Fire extinguisher maintenance	1,945	2,500	2,500	2,500	2,500	2,500
	• Fire alarm monitoring and maint.	21,323	20,200	24,000	24,000	24,000	24,000
	• Electric system maintenance	5,223	10,000	10,000	10,000	10,000	10,000
	• City entrance sign maintenance	1,125	500	500	500	500	500
	• Elevator testing and maintenance	31,079	27,200	27,200	27,200	27,200	27,200
	• Janitorial service	145,741	180,000	200,000	200,000	200,000	200,000
	• HVAC service contract and maint.	91,783	96,000	96,000	96,000	96,000	96,000
	• Telephone system maintenance	13,620	5,000	10,000	10,000	10,000	10,000
	• Comm/cable repairs/additions	12,473	1,500	1,500	1,500	1,500	1,500
	• Council Chambers A/V maintenance	-	5,000	10,000	10,000	10,000	10,000
	• Door and window repairs	10,862	10,100	10,100	10,100	10,100	10,100
	• Floor repairs/carpet cleaning	38,637	17,000	17,000	17,000	17,000	17,000
	• Standby generators servicing and load testing	17,843	20,000	20,000	20,000	20,000	20,000
	• Pest control and insect spraying	6,648	7,000	7,000	7,000	7,000	7,000
	• Misc. repairs/consulting services	15,717	9,200	9,200	9,200	9,200	9,200
	• Sanitation District sewer fees	72,115	60,500	70,000	70,000	70,000	70,000
	• Live plant maintenance	3,045	3,000	3,000	3,000	3,000	3,000
	• Industrial water treatment	1,140	2,000	2,000	2,000	2,000	2,000
	• Termite service at City Yard	21,017	-	-	-	-	-
	• PD Range maintenance	9,348	-	20,000	20,000	20,000	20,000
	• Peak Park repairs	3,962	-	-	-	-	-
	• Police Dep. Fountain Maintenance	-	-	6,000	6,000	6,000	6,000
	SUB-TOTAL	<u>544,392</u>	<u>490,700</u>	<u>567,000</u>	<u>567,000</u>	<u>567,000</u>	<u>567,000</u>

CITY OF BUENA PARK
 CONFERENCES, MEETINGS AND TRAINING DETAIL (6650)
 FY 2016-17 and FY 2017-18

Department: **PUBLIC WORKS/FACILITIES MAINTENANCE**

Fund/ Activity	Description/Justification	FY 14-15 Actual	FY 15-16 Budget	FY 16-17 Proposed	FY 16-17 Approved	FY 17-18 Proposed	FY 17-18 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
BUILDING MODIFICATIONS
FY 2016-17 and FY 2017-18**

FUND/OBJ	# OF UNITS	NEW OR REPLACEMENT	UNIT COST	DESCRIPTION	FY 2016-17 DEPARTMENT REQUESTED	FY 2016-17 CITY COUNCIL APPROVED	FY 2017-18 DEPARTMENT REQUESTED	FY 2017-18 CITY COUNCIL APPROVED
				City Council				
77-6248	1	R	15,000	Install audio-video equipment	15,000	15,000		
				Police Department				
77-6248	1	R	5,000	Install temperature sensor alarm for server room	5,000	5,000		
				Metrolink Station				
77-6248	1	N	12,000	Led Lighting upgrade to platform and bridge	12,000	12,000		
				City Yard				
77-6248	1	R	20,000	Flooring repair	20,000	20,000	20,000	20,000
				Peak Park				
77-6248	1	N	8,000	Install alarm system to Municipal Swim Stadium	8,000	8,000		
				Totals	60,000	60,000	20,000	20,000