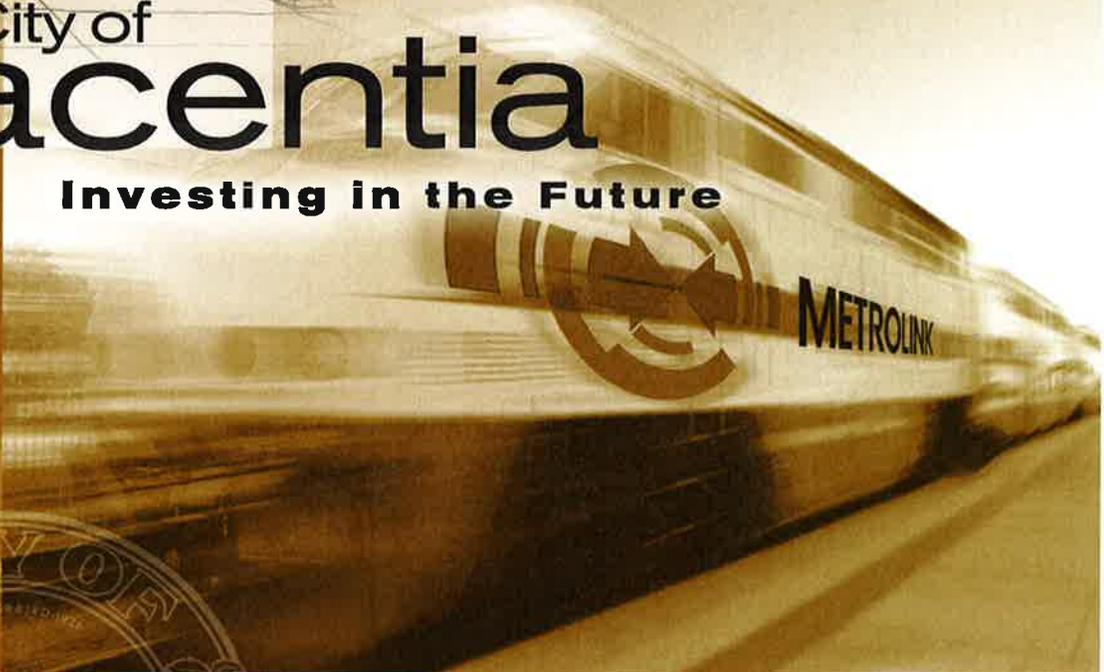


City of Placentia

Investing in the Future



FISCAL YEAR 2012-13

**CITY OF PLACENTIA
PROJECTED CHANGE IN FINANCIAL POSITION
FISCAL YEAR 2011-12**



City of Placentia

PROJECTED CHANGE IN FINANCIAL POSITION

Fiscal Year 2011-12

Fund	Estimated Fund Balance 06/30/10 [A]	Estimated Revenues [B]	Estimated Expenditures [C]	Operating Transfer - In/(Out) [D]	Net Increase/ (Decrease) [B - C + D]	Estimated Fund Balance 06/30/11 [A + Net]
GENERAL FUND						
101 General Fund	5,528,498	25,785,720	25,185,715	See Below	1,280	5,529,778
101 General Fund - Transfer In	-	-	-	4,661,200	-	-
101 General Fund - Transfer Out	-	-	-	(5,259,925)	-	-
115 Economic Uncertainty	500,000	-	-	-	-	500,000
SPECIAL REVENUE FUNDS						
201 Utility User Tax	217,751	2,660,000	-	(2,660,000)	-	217,751
205 State Gas Tax	578,072	1,408,100	-	(920,000)	488,100	1,066,172
206 Gas Tax Bond	5,564,731	90,000	-	-	90,000	5,654,731
210 Measure M	55,311	470,000	-	-	470,000	525,311
215 Air Quality Management	245,960	60,000	15,000	-	45,000	290,960
225 Asset Seizure Fund	91,627	126,000	55,700	-	70,300	161,927
226 Traffic Offender Fund	8,280	4,500	-	-	4,500	12,780
230 Supplemental Law Enforcement	10,946	78,773	100,000	-	(21,227)	(10,281)
235 Park Development	107,982	463,000	25,000	-	438,000	545,982
240 Sewer Construction	11,830	-	-	-	-	11,830
245 Storm Drain Construction	42,582	-	-	-	-	42,582
250 Thoroughfare Construction	37,655	-	-	-	-	37,655
255 Underground Utilities	40	-	-	-	-	40
260 Street Lighting District	(29,500)	138,000	355,500	-	(217,500)	(247,000)
265 Landscape Maintenance	536,146	232,629	580,590	-	(347,961)	188,185
270 Housing and Community Dev	(60)	290	148,500	-	(148,210)	(148,270)
280 Miscellaneous Grants	847,094	50,000	50,000	-	-	847,094
710 Alta Vista District 85-1	1,157	-	-	-	-	1,157
715 Community Facilities District	4,438,667	3,103,100	-	-	3,103,100	7,541,767
Total Special Revenue Funds	12,766,270	8,884,392	1,330,290	(3,580,000)	3,974,102	16,740,372

City of Placentia

PROJECTED CHANGE IN FINANCIAL POSITION

Fiscal Year 2011-12

Fund	Estimated Fund Balance 06/30/10 [A]	Estimated Revenues [B]	Estimated Expenditures [C]	Operating Transfer - In/(Out) [D]	Net Increase/ (Decrease) [B - C + D]	Estimated Fund Balance 06/30/11 [A + Net]
CAPITAL PROJECTS						
401 City Capital Projects	(704,022)	TBD	TBD	TBD	TBD	(704,022)
425 Orangethorpe Corridor	-	-	-	-	-	-
Total Capital Projects Funds	(704,022)	-	-	-	-	(704,022)
ENTERPRISE FUNDS						
501 Refuse Administration	(2,692,821)	2,654,552	2,879,045	(500,000)	(724,493)	(3,417,314)
505 CNG Fueling Station	262,272	133,130	-	(506,000)	(372,870)	(110,598)
275 Sewer Maintenance	14,666,229	703,810	693,477	(75,200)	(64,867)	14,601,362
Total Enterprise Funds	12,235,680	3,491,492	3,572,522	(1,081,200)	(1,162,230)	11,073,450
INTERNAL SERVICE FUNDS (ISF)						
601 Employee Health & Welfare	-	-	1,381,800	1,381,800	-	-
605 Risk Management	(1,660,536)	-	1,427,800	1,427,800	-	(1,660,536)
610 Equipment Replacement	450,706	-	-	-	-	450,706
615 Information Technology	266,828	-	355,400	355,400	-	266,828
620 Citywide Services	105,507	-	2,094,925	2,094,925	-	105,507
Total Internal Service Funds	(837,495)	-	5,259,925	5,259,925	-	(837,495)
REDEVELOPMENT AGENCY FUNDS						
305 RDA Debt Service	(1,638,749)	TBD	TBD	TBD	TBD	(1,638,749)
405 Low & Moderate Housing	1,793,306	TBD	TBD	TBD	TBD	1,793,306
410 RDA Capital Projects	1,462,572	TBD	TBD	TBD	TBD	1,462,572
Total Redevelopment Funds	1,617,130	-	-	-	-	1,617,130
Total	31,106,061	38,161,604	35,348,452	-	2,813,152	33,919,213

**CITY OF PLACENTIA
PROJECTED CHANGE IN FINANCIAL POSITION
FISCAL YEAR 2012-13**



City of Placentia

PROJECTED CHANGE IN FINANCIAL POSITION

Fiscal Year 2012-13

Fund	Estimated Fund Balance 06/30/11 [A]	Budget Revenues [B]	Budget Expenditures [C]	Operating Transfer - In/(Out) [D]	Net Increase/ (Decrease) [B - C + D]	Estimated Fund Balance 06/30/12 [A + Net]
101 General Fund	5,529,778	25,813,360	25,154,939	See Below	(268,959)	5,260,819
101 General Fund - Transfer In	-	-	-	4,365,200	-	-
101 General Fund - Transfer Out	-	-	-	(5,292,580)	-	-
115 Economic Uncertainty	500,000	-	-	-	-	500,000
SPECIAL REVENUE FUNDS						
201 Utility User Tax	217,751	2,660,000	-	(2,660,000)	-	217,751
205 State Gas Tax	1,066,172	1,408,100	-	(920,000)	488,100	1,554,272
206 Gas Tax Bond	5,654,731	90,000	481,494	-	(391,494)	5,263,237
210 Measure M	525,311	470,000	-	-	470,000	995,311
215 Air Quality Management	290,960	60,000	11,000	-	49,000	339,960
225 Asset Seizure Fund	161,927	-	49,100	-	(49,100)	112,827
226 Traffic Offender Fund	12,780	4,500	-	-	4,500	17,280
230 Supplemental Law Enforcement	(10,281)	78,773	-	-	78,773	68,492
235 Park Development	545,982	50,000	-	-	50,000	595,982
240 Sewer Construction	11,830	-	-	-	-	11,830
245 Storm Drain Construction	42,582	-	-	-	-	42,582
250 Thoroughfare Construction	37,655	-	-	-	-	37,655
255 Underground Utilities	40	-	-	-	-	40
260 Street Lighting District	(247,000)	138,000	380,700	-	(242,700)	(489,700)
265 Landscape Maintenance	188,185	232,629	624,610	-	(391,981)	(203,796)
270 Housing and Community Dev	(148,270)	290	135,000	-	(134,710)	(282,980)
280 Miscellaneous Grants	847,094	272,900	272,900	-	-	847,094
710 Alta Vista District 85-1	1,157	-	-	-	-	1,157
715 Community Facilities District	7,541,767	3,103,100	-	-	3,103,100	10,644,867
Total Special Revenue Funds	16,740,372	8,568,292	1,954,804	(3,580,000)	3,033,488	19,773,860

City of Placentia

PROJECTED CHANGE IN FINANCIAL POSITION

Fiscal Year 2012-13

Fund	Estimated Fund Balance 06/30/11 [A]	Budget Revenues [B]	Budget Expenditures [C]	Operating Transfer - In/(Out) [D]	Net Increase/ (Decrease) [B - C + D]	Estimated Fund Balance 06/30/12 [A + Net]
CAPITAL PROJECTS						
401 City Capital Projects	(704,022)	TBD	TBD	TBD	TBD	(704,022)
425 Orangethorpe Corridor	-	-	-	-	-	-
Total Capital Projects Funds	(704,022)	-	-	-	-	(704,022)
ENTERPRISE FUNDS						
501 Refuse Administration	(3,417,314)	2,654,552	2,982,665	(500,000)	(828,113)	(4,245,427)
505 CNG Fueling Station	(110,598)	133,130	15,000	(210,000)	(91,870)	(202,468)
275 Sewer Maintenance	14,601,362	703,810	973,390	(75,200)	(344,780)	14,256,582
Total Enterprise Funds	11,073,450	3,491,492	3,971,055	(785,200)	(1,264,763)	9,808,687
INTERNAL SERVICE FUNDS						
601 Employee Health & Welfare	-	-	1,380,800	1,380,800	-	-
605 Risk Management	(1,660,536)	-	1,305,550	1,305,550	-	(1,660,536)
610 Equipment Replacement	450,706	-	-	-	-	450,706
615 Information Technology	266,828	-	333,200	333,200	-	266,828
620 Citywide Services	105,507	-	2,273,030	2,273,030	-	105,507
Total Internal Service Funds	(837,495)	-	5,292,580	5,292,580	-	(837,495)
REDEVELOPMENT AGENCY FUNDS						
305 RDA Debt Service	(1,638,749)	TBD	TBD	TBD	TBD	(1,638,749)
405 Low & Moderate Housing	1,793,306	TBD	TBD	TBD	TBD	1,793,306
410 RDA Capital Projects	1,462,572	TBD	TBD	TBD	TBD	1,462,572
Total Redevelopment Funds	1,617,130	-	-	-	-	1,617,130
Total	33,919,213	37,873,144	36,373,378	-	1,499,766	35,418,979

**CITY OF PLACENTIA
PRELIMINARY REVENUE SUMMARY
FISCAL YEAR 2012-13**



City of Placentia REVENUE SUMMARY

Activity	Actual 2010-11	Budget 2011-12	Estimate 2011-12	Projected 2012-13	% Change *
GENERAL FUND					
Property Taxes	11,143,702	11,374,900	11,308,010	11,591,300	2.51%
Sales & Use Taxes	5,063,285	5,130,000	5,640,000	5,980,000	6.03%
Real Property Taxes	123,680	150,000	150,000	150,000	0.00%
Transient Occupancy Taxes	646,967	600,000	600,000	650,000	8.33%
Franchise Fees	2,453,146	1,944,000	1,965,000	1,980,000	0.76%
Business License	740,598	718,400	780,100	780,100	0.00%
Lease Revenues	887,090	935,360	935,360	935,360	0.00%
Per Barrel Tax	38,073	48,500	40,500	41,000	1.23%
Permits	653,467	545,000	977,300	666,500	-31.80%
Fines, Forfeitures & Penalties	542,172	622,000	568,000	570,000	0.35%
Investment Income	514,828	215,000	432,000	350,000	-18.98%
Intergovernmental	537,394	195,600	195,600	195,600	0.00%
Charges for Services	1,662,028	1,736,180	1,857,950	1,817,500	-2.18%
Sale of Real Property	445,353	1,000	1,000	1,000	0.00%
Refunds, Reimbursements & Other	786,439	105,000	334,900	105,000	-68.65%
Sub-total	<u>26,238,222</u>	<u>24,320,940</u>	<u>25,785,720</u>	<u>25,813,360</u>	0.11%
Operating Transfers-In	4,715,269	4,742,764	4,661,200	4,365,200	-6.35%
Total General Fund	<u>30,953,491</u>	<u>29,063,704</u>	<u>30,446,920</u>	<u>30,178,560</u>	-0.88%
SPECIAL REVENUES					
Economic Uncertainty	-	-	-	-	N/A
Utility Users Tax Fund	2,766,402	2,660,000	2,660,000	2,660,000	0.00%
Gas Tax Fund	1,387,143	1,408,100	1,408,100	1,408,100	0.00%
Gas Tax Bond	5,730,850	90,000	90,000	90,000	0.00%
Measure M Fund	470,399	500,000	470,000	470,000	0.00%
Air Quality Management Fund	57,762	60,000	60,000	60,000	0.00%
Asset Seizure Fund	62,579	-	126,000	-	-100.00%
Traffic Offender Fund	2,328	3,010	4,500	4,500	0.00%
Supplemental Law Enforcement Svc.	100,021	-	78,773	78,773	0.00%
Park Development Fund	150,058	50,000	463,000	50,000	-89.20%
Sewer Construction Fund	11,669	12,000	-	-	0.00%
Storm Drain Fund	41,886	41,900	-	-	0.00%
Thoroughfare Construction	35,055	20,000	-	-	0.00%
Placentia Lighting District	144,636	138,200	138,000	138,000	0.00%
Placentia Landscape District	399,381	397,500	232,629	232,629	0.00%
HCD Grant Fund	-	-	-	-	N/A
Miscellaneous Grant Fund	2,484,762	3,616,600	50,000	272,900	445.80%
Special Deposit	121	120	-	-	0.00%
HCD Rehabilitation Loans	424	250	290	290	0.00%
Alta Vista District 85-1	1,157	-	-	-	N/A
Community Facilities District	3,607,608	3,101,000	3,103,100	3,103,100	0.00%
Total Special Revenue	<u>17,454,242</u>	<u>12,098,680</u>	<u>8,884,392</u>	<u>8,568,292</u>	-3.56%

*% Change = Change between Budget 2012-13 and Estimated 2011-12

City of Placentia REVENUE SUMMARY

Activity	Actual 2010-11	Budget 2011-12	Estimate 2011-12	Projected 2012-13	% Change *
CAPITAL PROJECTS FUND					
Capital Project Fund	1,610,010	8,159,725	-	-	0.00%
Orangethrope Corridor	505,349	-	-	-	0.00%
Total Capital Projects Fund	2,115,359	8,159,725	-	-	0.00%
ENTERPRISE FUND					
Refuse Fund	2,435,675	2,697,500	2,654,552	2,654,552	0.00%
Compressed Natural Gas	540,566	210,000	133,130	133,130	0.00%
Sewer Maintenance	782,206	803,000	703,810	703,810	0.00%
Total Enterprise Fund	3,758,447	3,710,500	3,491,492	3,491,492	0.00%
INTERNAL SERVICE FUNDS					
Employee Health & Welfare	1,114,724	1,440,900	1,381,800	1,380,800	-0.07%
Risk Management	1,344,878	1,499,500	1,427,800	1,345,550	-5.76%
Equipment Replacement	250,841	24,720	-	-	0.00%
Information Technology	340,694	353,650	355,400	333,200	-6.25%
Citywide Services	1,752,443	2,201,000	2,094,925	2,315,030	10.51%
Total ISF Fund	4,803,579	5,519,770	5,259,925	5,374,580	2.18%
SUCCESSOR TO REDEVELOPMENT AGENCY					
RDA Debt Service					
Low & Moderate Housing					
RDA Capital Projects					
Total Successor to RDA Fund	-	-	-	-	
Total	59,085,117	58,552,379	48,082,729	47,612,924	-0.98%

*% Change = Change between Budget 2012-13 and Estimated 2011-12

**CITY OF PLACENTIA
PRELIMINARY EXPENDITURE SUMMARY
(DEPARTMENT/DIVISION)
FISCAL YEAR 2012-13**





City of Placentia
EXPENDITURE SUMMARY
(Department/Division)

Fund/Dept	Division	Dept	Div	Actual 2010-11	Amended		Over/(Under)		Budget 2012-13	Incr/(Decr) Budget to Estimate
					Budget 2011-12	Estimate 2011-12	Budget 2011-12	Budget 2011-12		
General Fund (101)/(10)										
Legislative	City Council	10	01	161,735	164,165	157,060	(7,105)	154,750	(2,310)	
	City Clerk	10	02	92,139	99,700	89,994	(9,706)	170,095	80,101	
	City Treasurer	10	03	53,459	46,110	58,900	12,790	63,445	4,545	
	Commission	10	04	-	2,000	2,810	810	3,000	190	
	Legal Services	10	05	634,657	515,000	957,500	442,500	555,000	(402,500)	
				941,990	826,975	1,266,264	439,289	946,290	(319,974)	
Administration	City Administrator	15	11	387,402	464,399	503,450	39,051	562,185	58,735	
	Personnel	15	12	300,359	348,660	299,275	(49,385)	155,970	(143,305)	
	Records	15	13	77,677	109,530	94,198	(15,332)	120,050	25,852	
	Disaster Preparedness	15	14	51,653	58,250	55,950	(2,300)	62,650	6,700	
	Neighborhood Services	15	72	214,597	240,065	226,505	(13,560)	155,080	(71,425)	
	Cable & Web Services	15	73	27,275	12,990	12,700	(290)	14,095	1,395	
				1,058,963	1,233,894	1,192,078	(41,816)	1,070,030	(122,048)	
Finance	Finance Administration	20	20	158,652	180,880	307,580	126,700	336,800	29,220	
	Accounting/Budgeting	20	21	661,262	773,750	656,210	(117,540)	641,960	(14,250)	
	Business Licensing	20	22	N/A	N/A	N/A	N/A	N/A	-	
				819,914	954,630	963,790	9,160	978,760	14,970	



**City of Placentia
EXPENDITURE SUMMARY
(Department/Division)**

Fund/Dept	Division	Dept	Div	Actual		Amended		Over/(Under)		Incr/(Decr) Budget to Estimate
				2010-11	2011-12	Budget 2011-12	Estimate 2011-12	Budget 2011-12	Budget 2012-13	
	Planning	25	31	177,095	190,383	176,675	(13,708)	194,440	17,765	
Development	Building & Safety	25	32	196,935	280,390	242,610	(37,780)	273,490	30,880	
Services	Code Enforcement	25	33	141,840	115,585	107,805	(7,780)	114,515	6,710	
	Economic Development	25	34	-	5,000	2,500	(2,500)	5,000	2,500	
				515,870	591,358	529,590	(61,768)	587,445	57,855	
	Police Administration	30	40	1,039,245	1,211,017	1,228,146	17,129	1,469,180	241,034	
	Field Services	30	41	6,140,746	6,173,875	6,362,738	188,863	6,298,770	(63,968)	
	Investigations	30	42	1,938,778	2,020,980	2,093,220	72,240	1,864,890	(228,330)	
Public Safety	Support Services	30	43	1,419,587	1,577,700	1,513,090	(64,610)	1,486,050	(27,040)	
	Fire & Paramedic	30	44	4,592,105	4,888,590	4,888,590	-	4,977,713	89,123	
	Animal Control	30	45	83,949	110,000	85,500	(24,500)	100,000	14,500	
				15,214,410	15,982,162	16,171,284	189,122	16,196,603	25,319	
	Public Works Admin	35	50	327,406	439,900	398,570	(41,330)	441,460	42,890	
Engineering	Engineering	35	51	4,391	-	-	-	-	-	
Services	Street/Curb/Gutter	35	52	29,082	-	-	-	-	-	
(formerly Public Works)	Parks	35	55	25,448	-	-	-	-	-	
				386,327	439,900	398,570	(41,330)	441,460	42,890	
	Maint Services Admin	36	50	949,769	1,053,940	959,360	(94,580)	952,900	(6,460)	
Maintenance	Street Maintenance	36	52	482,706	594,561	615,598	21,037	606,620	(8,978)	
Services	Parks Maintenance	36	55	741,700	856,000	788,500	(67,500)	1,006,000	217,500	
	Environmental Planning	43	15	N/A	N/A	N/A	N/A	750	650	
				2,174,175	2,504,501	2,363,458	(141,043)	2,566,270	202,712	



City of Placentia
EXPENDITURE SUMMARY
(Department/Division)

Fund/Dept	Division	Dept	Div	Actual 2010-11	Amended		Over/(Under)		Budget 2012-13	Incr/(Decr) Budget to Estimate
					Budget 2011-12	Estimate 2011-12	Budget 2011-12	Budget 2011-12		
	Community Svcs Admin	40	70	112,004	119,300	122,960	3,660	126,110	3,150	
	Recreation Services	40	71	609,351	711,408	666,660	(44,748)	684,860	18,200	
	Social Services	40	72	2,266	-	-	-	-	-	
	Cultural Arts	40	74	7,068	16,600	6,750	(9,850)	7,150	400	
	Tri-City Park	40	75	100,000	100,000	123,000	23,000	75,000	(48,000)	
				830,689	947,308	919,370	(27,938)	893,120	(26,250)	
Debt Service	Debt Service	55	25	1,409,336	1,383,811	1,381,311	(2,500)	1,474,961	93,650	
Operating Transfers: (ISF/Measure M)										
	Health & Welfare	(601/39)		1,090,629	1,440,900	1,381,800	(59,100)	1,380,800	(1,000)	
	Risk Management	(605/40)		1,311,870	1,499,500	1,427,800	(71,700)	1,305,550	(122,250)	
	Equipment Replace	(610/41)		204,931	-	-	-	-	-	
	Info Technology	(615/42)		341,088	356,414	355,400	(1,014)	333,200	(22,200)	
	Citywide Services	(620/43)		1,887,663	2,201,780	2,094,925	(106,855)	2,273,030	178,105	
	Measure M			-	-	-	-	-	-	
	Sub-total			4,836,181	5,498,594	5,259,925	(238,669)	5,292,580	32,655	
	TOTAL GENERAL FUND			28,187,855	30,363,133	30,445,640	82,508	30,447,519	1,779	



City of Placentia
EXPENDITURE SUMMARY
 (Department/Division)

Fund/Dept	Division	Dept	Div	Actual 2010-11	Amended Budget 2011-12	Estimate 2011-12	Over/(Under) Budget 2011-12	Budget 2012-13	Incr/(Decr) Budget to Estimate
Park Development (235)/(23)									
Community	Tri-City Park	40	75	47,018	25,000	25,000	-	-	(25,000)
TOTAL PARK DEVELOPMENT				47,018	25,000	25,000	-	-	(25,000)
Street Lighting District (260)/(28)									
Special Districts	Placentia Light Dist	65	60	337,219	360,700	355,500	(5,200)	380,700	25,200
TOTAL STREET LIGHTING DISTRICT				337,219	360,700	355,500	(5,200)	380,700	25,200
Landscape Maintenance (265)/(29)									
Special Districts	Landscape Maint Dist	65	61	257,243	625,090	580,590	(44,500)	624,610	44,020
TOTAL LANDSCAPE MAINTENANCE				257,243	625,090	580,590	(44,500)	624,610	44,020
Housing and Community Development (270)/(30)									
Development Serv	HCD Grant Admin	25	35	N/A	150,000	148,500	(1,500)	135,000	(13,500)
TOTAL HOUSING AND COMM DEVELOPMENT				-	150,000	148,500	(1,500)	135,000	(13,500)
Sewer Maintenance (275)/(48)									
ering	Sewers	35	56	530,732	-	-	-	-	-
Environ Svc	Sewer Admin	43	56	N/A	370,440	311,385	(59,055)	309,210	(2,175)
Environ Svc	Sewer Maint	43	76	N/A	675,680	382,092	(293,588)	664,180	282,088
TOTAL SEWER MAINTENANCE				530,732	1,046,120	693,477	(352,643)	973,390	279,913



**City of Placentia
EXPENDITURE SUMMARY
(Department/Division)**

Fund/Dept	Division	Dept	Div	Actual 2010-11	Amended Budget 2011-12	Estimate 2011-12	Over/(Under)		Incr/(Decr) Budget to Estimate
							Budget 2011-12	Budget 2012-13	
Misc State Grants (280/50)									
Administration	Disaster Preparedness	15	14	8,769	35,000	20,000	(15,000)	22,000	2,000
Administration	Environmental Planning	43	15	(2,768)	60,000	30,000	(30,000)	104,000	74,000
Field Services	Investigations	30	42	-	-	-	-	146,900	146,900
	TOTAL MISCELLANEOUS GRANTS			6,001	95,000	50,000	(45,000)	272,900	222,900
RDA Debt Service (305)/(32)									
Redevelopment	A Debt Service	75	25	3,071,327	3,556,000	-	(3,556,000)	-	-
	TOTAL RDA DEBT SERVICE			3,071,327	3,556,000	-	(3,556,000)	-	-
City Capital Projects (401)/(33)									
Finance	Information Technology	35	23	89,194	-	-	-	-	-
Public Works	Street/Curb/Gutter	35	52	1,192,792	-	-	-	-	-
	Facilities	35	54	443,581	-	-	-	-	-
	Parks	35	55	258,410	-	-	-	-	-
	Sewers	35	56	-	-	-	-	-	-
Maint Svc	Vehicle/Equip Maint	35	58	70,186	-	-	-	-	-
	TOTAL CITY CAPITAL PROJECTS			2,054,163	-	-	-	-	-
Low & Moderate Housing (405)/(34)									
Redevelopment	Debt Service	75	25	N/A	N/A	N/A	N/A	N/A	N/A
Agency	RDA Capital Projects	75	36	678,221	461,336	-	(461,336)	-	-
	TOTAL LOW & MODERATE HOUSING			678,221	461,336	-	(461,336)	-	-



City of Placentia
EXPENDITURE SUMMARY
 (Department/Division)

Fund/Dept	Division	Dept	Div	Actual 2010-11	Amended Budget 2011-12	Estimate 2011-12	Over/(Under) Budget 2011-12	Budget 2012-13	Incr/(Decr) Budget to Estimate
RDA Administration (410)/(35)									
Redevelopment Agency	RDA Capital Projects	75	36	618,440	440,980	-	(440,980)	-	-
TOTAL RDA CAPITAL PROJECTS				618,440	440,980	-	(440,980)	-	-
Refuse Administration (501)/(37)									
Environ Svc	Refuse Administration	43	86	2,519,947	2,670,270	2,617,525	(52,745)	2,715,645	98,120
Environ Svc	Refuse Maintenance	43	87	259,176	267,450	261,520	(5,930)	267,020	5,500
TOTAL REFUSE ADMINISTRATION				2,779,123	2,937,720	2,879,045	(58,675)	2,982,665	103,620
CNG Fueling Station (505)/(38)									
Public Works	CNG Station	35	59	8,431	-	-	-	-	-
CNG Fueling	CNG Station	43	59	N/A	15,000	-	(15,000)	15,000	15,000
TOTAL CNG FUELING STATION				8,431	15,000	-	(15,000)	15,000	15,000
Employee Health & Welfare (601)/(39)									
Employee Benefit:	Health and Welfare	50	83	1,090,629	1,440,900	1,381,800	(59,100)	1,380,800	(1,000)
TOTAL EMPLOYEE HEALTH & WELFARE				1,090,629	1,440,900	1,381,800	(59,100)	1,380,800	(1,000)



City of Placentia
EXPENDITURE SUMMARY
 (Department/Division)

Fund/Dept	Division	Dept	Div	Actual 2010-11	Amended Budget 2011-12	Estimate 2011-12	Over/(Under) Budget 2011-12	Budget 2012-13	Incr/(Decr) Budget to Estimate
Risk Management (605)/(40)									
Risk	Workers' Comp	45	80	477,921	645,000	558,000	(87,000)	565,000	7,000
Management	Unemployment	45	81	108,589	112,500	50,800	(61,700)	51,000	200
	Liability	45	82	725,360	742,000	819,000	77,000	689,550	(129,450)
	TOTAL RISK MANAGEMENT			1,311,870	1,499,500	1,427,800	(71,700)	1,305,550	(122,250)
Equipment Replacement (610)/(41)									
Equipment	Vehicle/Equip Maint	70	58	204,931	-	-	-	-	-
Replacement	Vehicle/Equip Maint	70	68	-	-	-	-	-	-
	TOTAL EQUIPMENT REPLACEMENT			204,931	-	-	-	-	-
Information Technology (615)/(42)									
Finance	Finance Admin	20	20	N/A	N/A	N/A	N/A	N/A	N/A
	IT Service	20	23	341,088	356,414	355,400	(1,014)	333,200	(22,200)
	TOTAL IT			341,088	356,414	355,400	(1,014)	333,200	(22,200)



City of Placentia
EXPENDITURE SUMMARY
 (Department/Division)

Fund/Dept	Division	Dept	Div	Actual 2010-11	Amended Budget 2011-12	Estimate 2011-12	Over/(Under) Budget 2011-12	Budget 2012-13	Incr/(Decr) Budget to Estimate
Citywide Services (620)/(43)									
Administration	Non-Departmental	10	10	1,170,973	1,332,780	1,260,640	(72,140)	1,307,400	46,760
Finance	Reprographics	20	24	1,156	-	-	-	-	-
Engineering	Facilities	35	54	-	-	-	-	-	-
Services	Facilities	36	54	442,930	506,150	491,855	(14,295)	479,330	(12,525)
(formerly Public	Vehicle/Equip Maint	35	58	288	-	-	-	-	-
Works)	Vehicle/Equip Maint	36	58	272,316	362,850	342,430	(20,420)	486,300	143,870
TOTAL CITYWIDE SERVICES				1,887,663	2,201,780	2,094,925	(106,855)	2,273,030	178,105
Special Deposits (701)/(44)									
Administration		15	73	-	73,600	50,890	(22,710)	58,640	N/A
TOTAL SPECIAL DEPOSITS				-	73,600	50,890	(22,710)	58,640	-

**CITY OF PLACENTIA
PRELIMINARY EXPENDITURE SUMMARY
(CATEGORY)**





**City of Placentia
BUDGET SUMMARY - BY CATEGORY**

Fund/Dept	Division	Dept	Div	PERSONNEL		M/S & S		CAPITAL OUTLAY		DEBT SERVICE		TOTAL BUDGET 2012-13
				Actual 2010-11	Estimate 2011-12	Budget 2012-13	Actual 2010-11	Estimate 2011-12	Budget 2012-13	Actual 2010-11	Estimate 2011-12	
General Fund (101)/(10)												
	City Council	10	01	49,118	54,000	56,730	112,617	103,060	-	-	-	154,750
	City Clerk	10	02	28,348	81,660	90,160	63,791	8,334	-	-	-	170,095
	City Treasurer	10	03	9,187	11,140	19,250	44,272	47,760	-	-	-	63,445
	Commission	10	04	-	-	-	-	2,810	-	-	-	3,000
	Legal Services	10	05	-	-	-	634,657	957,500	-	-	-	555,000
	City Administrator	15	11	340,845	454,100	523,710	46,557	49,350	-	-	-	562,185
	Personnel	15	12	267,303	272,700	120,010	33,056	26,575	-	-	-	155,970
	Records	15	13	65,446	86,050	87,430	12,231	8,148	-	-	-	120,050
	Disaster Preparedness	15	14	50,668	51,450	57,750	985	4,900	-	-	-	62,650
	Neighborhood Services	15	72	162,566	181,860	152,240	52,031	44,645	-	-	-	155,080
	Cable & Web Services	15	73	27,275	12,700	14,095	-	-	-	-	-	14,095
	Finance Administration	20	20	141,402	298,160	327,030	17,250	9,420	-	-	-	336,800
	Accounting/Budgeting	20	21	396,570	381,710	355,460	263,711	274,500	981	-	-	641,960
	Business Licensing	20	22	N/A	-	-	-	-	-	-	-	-
	Planning	25	31	169,033	171,730	100,940	8,062	4,945	-	-	-	194,440
	Building & Safety	25	32	190,815	200,750	104,280	6,120	41,860	-	-	-	273,490
	Code Enforcement	25	33	126,275	95,830	98,840	15,565	11,975	750	-	-	114,515
	Economic Development	25	34	-	-	-	-	2,500	-	-	-	5,000
	Police Administration	30	40	950,257	1,142,980	1,326,330	88,988	85,166	-	-	-	1,469,180
	Field Services	30	41	5,568,218	5,835,469	5,709,800	565,532	527,269	6,996	-	-	6,298,770
	Investigations	30	42	1,901,100	2,053,020	1,817,440	37,678	40,200	-	-	-	1,864,890
	Support Services	30	43	1,200,225	1,277,190	1,213,670	219,362	235,900	-	4,500	-	1,486,050
	Fire & Paramedic	30	44	-	-	-	4,592,105	4,888,590	-	-	-	4,977,713
	Animal Control	30	45	-	-	-	83,949	85,500	-	-	-	100,000
	Public Works Admin	35	50	215,764	220,320	228,060	106,017	178,250	5,625	-	-	441,460
	Engineering	35	51	4,391	-	-	-	-	-	-	-	-
	formerly Public Street/Curb/Gutter Works	35	52	25,448	-	-	29,082	-	-	-	-	-
	Parks	35	55	934,817	942,060	934,200	14,952	17,300	-	-	-	952,900
	Maint Services Admin	36	50	-	-	-	482,706	607,273	8,325	-	-	606,620
	Street Maintenance	36	52	-	-	-	736,314	788,500	-	-	-	1,006,000
	Parks Maintenance	36	55	-	-	-	-	500	5,386	-	-	750
	Environmental Planning	43	15	-	-	-	-	-	-	-	-	-
	Community Svcs Admin	40	70	71,831	78,660	80,310	40,173	44,300	-	-	-	126,110
	Recreation Services	40	71	509,210	557,560	573,260	100,141	109,100	-	-	-	684,860
	Social Services	40	72	2,266	-	-	-	-	-	-	-	-
	Cultural Arts	40	74	-	-	-	7,068	6,750	-	-	-	7,150
	Tri-City Park	40	75	-	-	-	100,000	123,000	-	-	-	75,000
	Debt Service	55	25	-	-	-	7,450	7,500	-	-	-	1,474,961
							1,401,886	1,373,811	1,467,461			



**City of Placentia
BUDGET SUMMARY - BY CATEGORY**

Fund/Dept	Division	Dept	Div	PERSONNEL		M/S & S		CAPITAL OUTLAY		DEBT SERVICE		TOTAL BUDGET 2012-13
				Actual 2010-11	Estimate 2011-12	Budget 2012-13	Actual 2010-11	Estimate 2011-12	Budget 2012-13	Actual 2010-11	Estimate 2011-12	
Administration	Non-departmental	10	10	6,449	17,000	-	-	-	-	-	-	1,307,400
Finance	Reprographics	20	24	-	-	-	-	-	-	-	-	-
	Facilities	35	54	-	-	-	-	-	-	-	-	-
Public Works	Facilities	36	54	263,486	285,805	273,330	179,444	206,050	-	-	-	479,330
	Vehicle/Equip Maint	35	58	-	-	-	288	-	-	-	-	-
	Vehicle/Equip Maint	36	58	66,074	63,830	-	205,695	278,600	547	-	-	486,300
Special Deposits (701)/(44)		15	73	-	-	-	50,890	-	-	-	-	58,640
Administration				-	-	-	-	-	-	-	-	-

CATEGORY	FY 2010-11		FY 2011-12		FY 2012-13		% Change from Prior Year
	Actual	Estimate	Estimate	Budget	Budget	Year	
Personnel	\$18,670,928	\$19,920,806	6.69%	\$19,285,815	-3.19%		
Materials, Supplies & Services	18,361,910	19,293,825	5.08%	20,353,478	5.49%		
Capital Outlay	3,400,381	41,325	-98.78%	33,850	-18.09%		
Debt Service	4,359,608	1,524,647	-65.03%	1,947,455	27.73%		
Total	44,792,827	40,780,603		41,620,598			

**CITY OF PLACENTIA
PRELIMINARY BUDGET DETAIL
FISCAL YEAR 2012-13**





**Annual Budget
Fiscal Year 2012-13**



**LEGISLATIVE
CITY COUNCIL
101001**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
5005	City Council	9,900	-	9,000	9,000	9,000
5105	Health Allocation	30,961	30,970	30,970	33,320	33,590
5110	Life Allocation	87	90	90	70	70
5115	Dental Allocation	1,746	1,750	1,750	1,300	3,720
5120	Optical Allocation	891	900	900	580	620
5135	Medicare	133	-	130	130	130
5159	Medical Opt Out Plan	5,400	4,800	4,800	9,600	9,600
TOTAL SALARIES AND BENEFITS		49,118	38,510	47,640	54,000	56,730
MATERIAL, SUPPLIES & SERVICES						
6001	Management Consulting Services	-	4,000	4,000	-	-
6099	Other Purchased Services	48,000	48,000	48,000	48,000	48,000
6240	Mileage Reimbursement	-	500	500	200	500
6245	Meeting and Conferences	17,435	16,500	16,500	12,000	12,000
6255	Dues and Memberships	40,861	42,900	42,900	41,000	34,700
6301	Special Department Supplies	5,716	4,000	4,000	1,500	2,500
6320	Books and Periodicals	605	625	625	360	320
TOTAL MATERIALS, SUPPLIES & SERVICES		112,617	116,525	116,525	103,060	98,020
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		161,735	155,035	164,165	157,060	154,750

CITY COUNCIL
DIVISION 101001

SALARY AND BENEFITS:

- 5005 City Council Salaries
Provides for city officials positions
- 5105 Health Allocation
Provides for Medical Insurance for eligible city officials and employees
- 5110 Life Allocation
Provides for Life Insurance for eligible city officials and employees
- 5115 Dental Allocation
Provides for Dental Insurance for eligible city officials and employees
- 5120 Optical Allocation
Provides for Optical Insurance for eligible city officials and employees
- 5135 Medicare
Provides for the employer share of Medicare
- 5159 Medical Opt Out Plan
Provides for medical opt out for City Officials and employees opting out of the City paid medical insurance

MATERIAL, SUPPLIES & SERVICES:

- 6099 Other Purchased Services
Provides for a legislative advocacy services and other public relations services
- 6240 Mileage Reimbursement
Provides for mileage reimbursement at the IRS Standard Mileage Rate

CITY COUNCIL
DIVISION 101001

- 6245 Meetings and Conferences
Provides for meetings and conferences for City Council Members. This account includes funds for the League of California Cities annual conference, new Mayor, City Council Forum, and Legislative Action Days.

- 6255 Dues and Memberships
Provides for dues and memberships with the League of California Cities, Santa Ana River Flood, LAFCO, SCAG, OCCOG, and Chamber of Commerce

- 6301 Special Department Supplies
Provides for Mayor's Reception supplies, photographs, City Council uniforms, and other supplies

- 6320 Books and Periodicals
Provides for subscription to the Orange County Register



**Annual Budget
Fiscal Year 2012-13**



**LEGISLATIVE
CITY CLERK
101002**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
5001	Full-time Salaries	15,350	61,610	61,610	59,840	60,500
5005	Part-time Salaries	1,988	1,800	1,800	1,800	12,200
5015	Overtime	524	-	-	-	-
5020	Leave Accrual Payout	-	-	-	2,000	-
5105	Health Allocation	8,242	8,910	8,910	8,310	8,470
5110	Life Allocation	79	250	250	150	200
5115	Dental Allocation	567	840	840	420	970
5120	Optical Allocation	141	190	190	130	230
5125	Long-term Disability Insurance	118	490	490	260	270
5135	Medicare	220	920	920	900	1,290
5141	Employers PARS/ARS	-	120	120	2,320	390
5145	Retirement Annuity	1,119	5,700	5,700	5,530	5,640
5170	Sick Leave Buy Back	-	-	-	-	-
5175	Vacation Leave Buy Back	-	-	-	-	-
TOTAL SALARIES AND BENEFITS		28,348	80,830	80,830	81,660	90,160
MATERIAL, SUPPLIES & SERVICES						
6099	Other Professional Services	29,403	10,000	10,000	-	6,000
6225	Advertising	4,140	5,000	5,000	5,000	5,000
6240	Mileage Reimbursement	45	150	150	100	100
6245	Meetings and Conferences	85	3,020	3,020	2,589	3,100
6255	Dues and Memberships	545	700	700	645	485
6290	Department Contract Services	-	-	-	-	25,000
6299	Other Purchased Services	29,573	-	-	-	40,250
TOTAL MATERIALS, SUPPLIES & SERVICES		63,791	18,870	18,870	8,334	79,935
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		92,139	99,700	99,700	89,994	170,095

CITY CLERK
DIVISION 101002

SALARIES AND BENEFITS:

- 5001 Full-time Salaries
Provides for full-time positions in the division
- 5005 Part-time Salaries
Provides for part-time positions in the division
- 5105 Health Allocation
Provides for Medical Insurance for eligible city officials and employees
- 5110 Life Allocation
Provides for Life Insurance for eligible city officials and employees
- 5115 Dental Allocation
Provides for Dental Insurance for eligible city officials and employees
- 5120 Optical Allocation
Provides for Optical Insurance for eligible city officials and employees
- 5125 Long-Term Disability Insurance
Provides for Long-Term Disability for eligible city officials and employees
- 5135 Medicare
Provides for the employer share of Medicare
- 5141 Employer's PARS/ARS
Provides for the employer share of PARS/ARS
- 5145 Retirement Annuity
Provides for employer contribution to CalPERS retirement plan for eligible city officials and employees

CITY CLERK
DIVISION 101002

MATERIAL, SUPPLIES & SERVICES:

- 6099 Other Professional Services
City Clerk's Officer other professional services
- 6225 Advertising
Provides for the publishing of public hearing materials for ordinance summaries and other legally required notices. Amount required varies based on number of public hearings and projects.
- 6240 Mileage Reimbursement
Provides for mileage reimbursement at the IRS Standard Mileage Rate
- 6245 Meetings and Conferences
Provides for meetings and conferences for elected City Clerk, Deputy City Clerk and office staff. This account includes funds for the meetings and conferences to City Clerks Association of California (CCAC), Orange County City Clerk's Quarterly meetings, Technical Track Series, New Laws and Election Training and IIMC Online Course.
- 6255 Dues and Memberships
Provides for dues and memberships with the following organizations:
- | | |
|---|--------------|
| International Institution of Municipal Clerks | \$250 |
| City Clerks Association of California | <u>\$225</u> |
| Total | <u>\$485</u> |
- 6290 Department Contract Services
Provides for contract services to assist with 2012 election and City Clerk Department operations
- 6299 Other Purchased Services
Provides for the November 2, 2012 scheduled election. This account includes funds for the consolidated election with the County for City Council and City Treasurer seats, translation services of the Notice of Election, election materials and supplies.



**Annual Budget
Fiscal Year 2012-13**



**LEGISLATIVE
CITY TREASURER
101003**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
5005	City Treasurer	650	1,800	1,800	1,800	1,800
5105	Health Allocation	7,376	-	-	7,800	15,600
5110	Life Allocation	13	20	20	20	20
5115	Dental Allocation	-	-	-	260	1,550
5120	Optical Allocation	137	-	-	50	270
5135	Medicare	9	30	30	10	10
5145	Retirement Annuity	2	280	280	-	-
5159	Medical Opt Out	1,000	2,400	2,400	1,200	-
TOTAL SALARIES AND BENEFITS		9,187	4,530	4,530	11,140	19,250
MATERIAL, SUPPLIES & SERVICES						
6040	Miscellaneous Bank Charges	35,897	40,000	39,885	46,340	43,000
6245	Meetings and Conferences	-	1,500	1,500	1,225	1,000
6255	Dues and Memberships	-	80	195	195	195
6410	Property Taxes	6,214	-	-	-	-
6999	Other Expenditures	2,161	-	-	-	-
TOTAL MATERIALS, SUPPLIES & SERVICES		44,272	41,580	41,580	47,760	44,195
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
OTHER EXPENDITURES						
TOTAL OTHER EXPENDITURES		-	-	-	-	-
GRAND TOTAL		53,459	46,110	46,110	58,900	63,445

CITY TREASURER
DIVISION 101003

SALARIES AND BENEFITS:

- 5005 Part-time Salaries
Provides for part-time position in the division

- 5105 Health Allocation
Provides for Medical Insurance for eligible city officials and employees

- 5110 Life Allocation
Provides for Life Insurance for eligible city official and employees

- 5115 Dental Allocation
Provides for Dental Insurance for eligible city officials and employees

- 5120 Optical Allocation
Provides for Optical Insurance for eligible city officials and employees

- 5135 Medicare
Provides for the employer share of Medicare

MATERIAL, SUPPLIES & SERVICES:

- 6040 Miscellaneous Bank Charges
Provides for bank analysis and service charges

- 6245 Meeting and Conferences
Provides for meetings & conferences

- 6255 Dues and Memberships
Provides for dues and memberships with California Municipal Treasurer's Association



**Annual Budget
Fiscal Year 2012-13**



**LEGISLATIVE
CITY TREASURER - MEASURE M
183567**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
TOTAL SALARIES AND BENEFITS		-	-	-	-	-
MATERIAL, SUPPLIES & SERVICES						
TOTAL MATERIALS, SUPPLIES & SERVICES		-	-	-	-	-
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
OTHER EXPENDITURES						
6905	Principal Expense	535,000	-	-		
6915	Interest Expense	22,069	-	-		
TOTAL OTHER EXPENDITURES		557,069	-	-	-	-
GRAND TOTAL		557,069	-	-	-	-

CITY TREASURER
DIVISION 183567



**Annual Budget
Fiscal Year 2012-13**



**LEGISLATIVE
COMMISSIONS
101004**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
TOTAL SALARIES AND BENEFITS		-	-	-	-	-
MATERIAL, SUPPLIES & SERVICES						
6301	Special Department Supplies	-	2,000	2,000	2,810	3,000
TOTAL MATERIALS, SUPPLIES & SERVICES		-	2,000	2,000	2,810	3,000
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		-	2,000	2,000	2,810	3,000

COMMISSIONS
DIVISION 101004

MATERIAL, SUPPLIES & SERVICES

6301 Special Department Supplies
Provides funds for the annual Commission and Committee Mixer



**Annual Budget
Fiscal Year 2012-13**



**LEGISLATIVE
LEGAL SERVICES
101005**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
TOTAL SALARIES AND BENEFITS						
MATERIAL, SUPPLIES & SERVICES						
6005	General Legal Services	634,657	460,000	460,000	510,000	450,000
6006	Litigation	-	50,000	50,000	445,000	100,000
6299	Other Purchased Services	-	5,000	5,000	2,500	5,000
TOTAL MATERIALS, SUPPLIES & SERVICES		634,657	515,000	515,000	957,500	555,000
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		634,657	515,000	515,000	957,500	555,000

LEGAL SERVICES
DIVISION 101005

MATERIAL, SUPPLIES & SERVICES:

- 6005 General Legal Services
Provides for general legal services provided by the City Attorney under contract as well as use of special counsel when authorized or required by law
- 6006 Litigation
Provides funds for general litigation expenses
- 6299 Other Purchased Services
Provides funds for fees paid to City of Anaheim for prosecution of criminal matters and code enforcement



**Annual Budget
Fiscal Year 2012-13**



**ADMINISTRATION
CITY ADMINISTRATION
101511**

		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
GENERAL FUND						
	SALARIES AND BENEFITS					
5001	Full-time Salaries	259,042	322,512	322,512	351,120	406,160
5105	Health Allocation	29,458	35,870	35,870	40,290	46,670
5110	Life Allocation	620	746	746	540	620
5115	Dental Allocation	1,355	2,928	2,928	3,110	3,710
5120	Optical Allocation	515	503	503	680	790
5125	Long-term Disability Insurance	2,275	2,025	2,025	980	1,150
5135	Medicare	3,913	3,920	3,920	5,100	5,900
5145	Retirement Annuity	21,171	29,970	29,970	32,940	38,510
5163	Life Insurance Premiums	6,254	3,874	3,874	4,220	4,800
5170	Sick Leave Buy Back	2,516	2,600	2,600	2,470	2,600
5175	Vacation Leave Buy Back	8,830	9,000	9,000	8,850	9,000
5199	Other Employee Benefits	4,896	3,800	3,800	3,800	3,800
	TOTAL SALARIES AND BENEFITS	340,845	417,749	417,749	454,100	523,710
	MATERIAL, SUPPLIES & SERVICES					
6001	Management Consulting Services	30,673	30,000	30,000	35,500	25,000
6245	Meeting and Conferences	11,128	8,000	8,000	8,000	7,300
6255	Dues and Memberships	2,481	4,000	4,000	2,600	2,575
6301	Special Department Supplies	730	2,000	2,000	1,500	1,500
6315	Office Supplies	1,170	2,000	2,000	1,500	1,700
6320	Books and Periodicals	140	150	150	150	150
6325	Postage	235	500	500	100	250
	TOTAL MATERIALS, SUPPLIES & SERVICES	46,557	46,650	46,650	49,350	38,475
	CAPITAL OUTLAY					
	TOTAL CAPITAL OUTLAY	-	-	-	-	-
	GRAND TOTAL	387,402	464,399	464,399	503,450	562,185

CITY ADMINISTRATION
DIVISION 101511

SALARIES AND BENEFITS:

- 5001 Full-time Salaries
Provides for full-time positions in the division

- 5105 Health Allocation
Provides for Medical Insurance for eligible city officials and employees

- 5110 Life Allocation
Provides for Life Insurance for eligible city officials and employees

- 5115 Dental Allocation
Provides for Dental Insurance for eligible city officials and employees

- 5120 Optical Allocation
Provides for Optical Insurance for eligible city officials and employees

- 5125 Long-Term Disability Insurance
Provides for Long-Term Disability for eligible city officials and employees

- 5135 Medicare
Provides for the employer share of Medicare

- 5145 Retirement Annuity
Provides for employer contribution to CalPERS retirement plan for eligible city officials and employees

- 5163 Life Insurance Premiums
Provides life insurance for eligible city employees

CITY ADMINISTRATION
DIVISION 101511

SALARIES AND BENEFITS continued:

5170 Sick Leave Buy Back

Provides for annual buy back of sick leave hours in excess of 432 hour base for all full-time employees. Buy back value is based upon years of services as follows:

- A) Employee with three (3) to six (6) years of service receives a buy back value of 45% of hours in excess of 432.
- B) Employee with six (6) to nine (9) years of service receives a buy back value of 55% of hours in excess of 432.
- C) Employee with nine (9) to twenty (20) years of service receives a buy back value of 70% of hours in excess of 432.
- D) Employee with over twenty (20) years of service receives a buy back value of 75% of hours in excess of 432.

5175 Vacation Leave Buy Back

Provides for annual buy back of leave hours in excess of 80-120 hours for all full-time employees

5199 Other Employee Benefits

Provides for fuel allowance and telecommunications allowance for City Administrator

MATERIAL, SUPPLIES & SERVICES:

6001 Management Consulting Services

Provides for management consulting services for various special projects

6245 Meetings and Conferences

Provides for meetings and conferences. This account includes funds for the meetings and conferences to ICMA, League of California Cities, local meetings and travel expenses.

6255 Dues and Memberships

Provides for dues and memberships with International City Manager's Association, Orange County City Manager's Association, California City Management Foundation and National Notary Association

CITY ADMINISTRATION
DIVISION 101511

MATERIAL, SUPPLIES & SERVICES continued:

- 6301 Special Department Supplies
Provides for various expenditures for Administration Department
- 6315 Office Supplies
Provides for office supplies for both City Council and Administrative Services
- 6320 Books and Periodicals
Provides for books and publications for City Administrator
- 6325 Postage
Provides for overnight or express mailing expenses



**Annual Budget
Fiscal Year 2012-13**



**ADMINISTRATION
PERSONNEL
101512**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
	SALARIES AND BENEFITS					
5001	Full-time Salaries	193,815	204,450	204,450	195,610	60,500
5005	Part-time Salaries	12,760	13,120	13,120	12,000	15,600
5015	Overtime	-	2,500	2,500	-	-
5021	Extraordinary Leave Buydown	-	-	-	4,870	-
5105	Health Allocation	25,287	26,130	26,130	26,450	8,470
5110	Life Allocation	486	2,180	2,180	360	160
5115	Dental Allocation	1,309	11,080	11,080	2,530	430
5120	Optical Allocation	445	530	530	420	140
5125	Long-term Disability Insurance	1,677	1,590	1,590	700	720
5135	Medicare	3,122	3,310	3,310	3,800	1,300
5140	Employers' Social Security	-	820	820	-	-
5141	Employers' PARS	458	-	-	520	590
5145	Retirement Annuity	15,789	18,640	18,640	18,330	18,860
5150	Tuition Reimbursement	-	2,650	2,650	-	-
5163	Life Insurance Premiums	1,827	1,520	1,520	2,740	2,740
5170	Sick Leave Buy Back	5,331	5,500	5,500	4,370	5,500
5175	Leave Buyback	4,997	5,000	5,000	-	5,000
	TOTAL SALARIES AND BENEFITS	267,303	299,020	299,020	272,700	120,010
	MATERIAL, SUPPLIES & SERVICES					
6001	Management Consulting Services	12,045	20,000	20,000	200	5,000
6099	Other Professional Services	6,300	6,000	6,000	8,000	8,000
6225	Advertising	420	500	500	300	300
6245	Meeting and Conferences	508	2,000	2,000	1,500	1,600
6250	Staff Training	7,017	12,250	12,250	9,210	13,575
6255	Dues and Memberships	1,170	1,690	1,690	1,690	1,435
6301	Special Department Supplies	2,920	4,000	4,000	3,000	3,500
6315	Office Supplies	1,097	-	1,500	1,000	1,000
6320	Books and Periodicals	1,281	1,600	1,600	1,600	1,450
6325	Postage	298	100	100	75	100
	TOTAL MATERIALS, SUPPLIES & SERVICES	33,056	48,140	49,640	26,575	35,960
	CAPITAL OUTLAY					
	TOTAL CAPITAL OUTLAY	-	-	-	-	-
	GRAND TOTAL	300,359	347,160	348,660	299,275	155,970

PERSONNEL
DIVISION 101512

SALARIES AND BENEFITS:

- 5001 Full-time Salaries
Provides for full-time positions in the division
- 5005 Part-time Salaries
Provides for part-time position in the division
- 5105 Health Allocation
Provides for Medical Insurance for eligible city officials and employees
- 5110 Life Allocation
Provides for Life Insurance for eligible city officials and employees
- 5115 Dental Allocation
Provides for Dental Insurance for eligible city officials and employees
- 5120 Optical Allocation
Provides for Optical Insurance for eligible city officials and employees
- 5125 Long-Term Disability Insurance
Provides for Long-Term Disability for eligible city officials and employees
- 5135 Medicare
Provides for the employer share of Medicare
- 5141 Employer's PARS/ARS
Provides for the employer share of PARS/ARS
- 5145 Retirement Annuity
Provides for employer contribution to CalPERS retirement plan for eligible city officials and employees

PERSONNEL
DIVISION 101512

SALARIES AND BENEFITS continued:

- 5163 Life Insurance Premiums
Provides Life Insurance for eligible city officials and employees
- 5170 Sick Leave Buy Back
Provides for annual buy back of sick leave hours in excess of 432 hour base for all full-time employees. Buy back value is based upon years of services as follows:
- A) Employee with three (3) to six (6) years of service receives a buy back value of 45% of hours in excess of 432.
 - B) Employee with six (6) to nine (9) years of service receives a buy back value of 55% of hours in excess of 432.
 - C) Employee with nine (9) to twenty (20) years of service receives a buy back value of 70% of hours in excess of 432.
 - D) Employee with over twenty (20) years of service receives a buy back value of 75% of hours in excess of 432.
- 5175 Vacation Leave Buy Back
Provides for annual buy back of leave hours in excess of 80-120 hours for all full-time employees

MATERIAL, SUPPLIES & SERVICES:

- 6001 Management Consulting Services
Provides for consulting services to assist with Human Resources
- 6099 Other Professional Services
Provides for employment costs including fingerprinting, employee physicals, psychological exams and applicant testing

PERSONNEL
DIVISION 101512

MATERIAL, SUPPLIES & SERVICES continued:

- 6225 Advertising
Provides for recruitment processes in various professional publications and web-sites

- 6245 Meetings and Conferences
Provides for meetings and conferences relating to human resources and workers' compensation

- 6250 Staff Training
Provides for staff training and related training materials for all City employees does not include POST reimbursable training

- 6255 Dues and Memberships
Provides for dues and memberships with International Personnel Management Association, Orange County Human Resources Consortium, Public Agency Risk Managers Association, S. C. Labor Relations Council, National Public Employer Labor Relations Association and Municipal Management Association of Southern California

- 6301 Special Department Supplies
Provides for New Employee recognition, Employee Recognition awards, Employee Service Pins, Employee Recognition programs, and employee identification card supplies

- 6315 Office Supplies
Provides for office supplies for the division

- 6320 Books and Periodicals
Provides for the following publications:
 - ADA Compliance Guide
 - California Chamber of Commerce Cal-OSHA
 - Labor Guides/Posters
 - FLSA Handbook Renewal
 - Jobs Available

PERSONNEL
DIVISION 101512

MATERIAL, SUPPLIES & SERVICES continued:

6325 Postage
Provides for overnight and express mailing expenses



**Annual Budget
Fiscal Year 2012-13**



**ADMINISTRATION
RECORDS
101513**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
	SALARIES AND BENEFITS					
5001	Full-time Salaries	41,440	61,610	61,610	59,840	60,500
5005	Part-time Salaries	11,666	10,400	10,400	8,000	10,400
5015	Overtime	1,731	2,500	2,500	100	-
5020	Leave Accrual Payout	-	-	-	2,000	-
5105	Health Allocation	5,287	8,910	8,910	8,310	8,470
5110	Life Allocation	157	250	250	150	160
5115	Dental Allocation	192	840	840	420	430
5120	Optical Allocation	81	190	190	130	140
5125	Long-term Disability Insurance	357	490	490	260	270
5135	Medicare	767	1,090	1,090	1,010	1,030
5140	Employers' Social Security	-	650	650	-	-
5141	Employers' PARS/ARS	433	-	-	300	390
5145	Retirement Annuity	3,335	5,700	5,700	5,530	5,640
	TOTAL SALARIES AND BENEFITS	65,446	92,630	92,630	86,050	87,430
	MATERIAL, SUPPLIES & SERVICES					
6099	Other Professional Services	4,960	6,000	6,000	3,000	-
6135	Repair/Maint Off Furniture & Equipment	859	-	-	-	-
6230	Printing and Binding	276	1,900	1,900	936	1,000
6255	Dues and Membership	-	-	-	-	215
6290	Department Contract Services	-	-	-	-	25,000
6299	Other Purchased Services	4,489	6,700	6,700	2,212	4,255
6315	Office Supplies	1,468	2,000	2,000	2,000	2,000
6325	Postage	179	300	300	-	150
	TOTAL MATERIALS, SUPPLIES & SERVICES	12,231	16,900	16,900	8,148	32,620
	CAPITAL OUTLAY					
	TOTAL CAPITAL OUTLAY	-	-	-	-	-
	GRAND TOTAL	77,677	109,530	109,530	94,198	120,050

RECORDS
DIVISION 101513

SALARIES AND BENEFITS:

- 5001 Full-time Salaries
Provides for full-time position in the division
- 5005 Part-time Salaries
Provides for part-time position in the division
- 5105 Health Allocation
Provides for Medical Insurance for eligible city officials and employees
- 5110 Life Allocation
Provides for Life Insurance for eligible city officials and employees
- 5115 Dental Allocation
Provides for Dental Insurance for eligible city officials and employees
- 5120 Optical Allocation
Provides for Optical Insurance for eligible city officials and employees
- 5125 Long-Term Disability Insurance
Provides for Long-Term Disability for eligible city officials and employees
- 5135 Medicare
Provides for the employer share of Medicare
- 5141 Employer's PARS/ARS
Provides for the employer share of PARS/ARS
- 5145 Retirement Annuity
Provides for employer contribution to CalPERS retirement plan for eligible city officials and employees

RECORDS
DIVISION 101513

MATERIAL, SUPPLIES & SERVICES continued:

- 6230 Printing and Binding
Provides for outsource printing and binding expenditures

- 6255 Dues and Memberships
Provides for dues and memberships with the following organizations:
 - Association of Records and Info Management \$215
 - Total \$215

- 6290 Department Contract Services
Provides for contract services to assist with Records Division operations

- 6299 Other Purchased Services
Provides for annual revisions to the Placentia Municipal Code and online services

- 6315 Office Supplies
Provides for office supplies for division

- 6325 Postage
Provides for overnight and express mailing expenses



**Annual Budget
Fiscal Year 2012-13**



**ADMINISTRATION
DISASTER PREPAREDNESS
101514**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
5001	Full-time Salaries	37,418	37,500	37,500	37,230	38,450
5005	Part-time Salaries	-	-	-	-	4,000
5105	Health Allocation	7,455	7,730	7,730	7,810	8,050
5110	Life Allocation	140	160	160	100	100
5115	Dental Allocation	364	740	740	670	690
5120	Optical Allocation	137	140	140	140	140
5125	Long-term Disability Insurance	314	290	290	160	170
5135	Medicare	554	570	570	540	600
5141	Employers' PARS/ARS	-	-	-	-	150
5145	Retirement Annuity	3,053	3,370	3,370	3,360	3,500
5170	Sick Leave Buy Back	-	400	400	-	400
5175	Vacation Leave Buy Back	1,233	1,300	1,300	1,440	1,500
TOTAL SALARIES AND BENEFITS		50,668	52,200	52,200	51,450	57,750
MATERIAL, SUPPLIES & SERVICES						
6135	Repair/Maint Office Furniture/Equip	170	-	-	-	-
6240	Mileage Reimbursement	-	50	50	-	-
6245	Meeting and Conferences	449	1,500	1,500	200	900
6255	Dues and Memberships	300	700	700	600	500
6301	Special Department Supplies	32	3,500	3,500	3,500	3,500
6315	Office Supplies	31	250	250	200	-
6325	Postage	3	50	50	-	-
TOTAL MATERIALS, SUPPLIES & SERVICES		985	6,050	6,050	4,500	4,900
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		51,653	58,250	58,250	55,950	62,650

DIASTER PREPAREDNESS
DIVISION 101514

SALARIES AND BENEFITS:

- 5001 Full-time Salaries
Provides for full-time positions in the division
- 5005 Part-time Salaries
Provides for a part-time positions in the division
- 5105 Health Allocation
Provides for Medical Insurance for eligible city officials and employees
- 5110 Life Allocation
Provides for Life Insurance for eligible city officials and employees
- 5115 Dental Allocation
Provides for Dental Insurance for eligible city officials and employees
- 5120 Optical Allocation
Provides for Optical Insurance for eligible city officials and employees
- 5125 Long-Term Disability Insurance
Provides for Long-Term Disability for eligible city officials and employees
- 5135 Medicare
Provides for the employer share of Medicare
- 5141 Employer's PARS/ARS
Provides for the employer share of PARS/ARS
- 5145 Retirement Annuity
Provides for employer contribution to CalPERS retirement plan for eligible city officials and employees
- 5170 Sick Leave Buy Back
Provides for annual buy back of sick leave hours in excess of 432 hour base for all full-time employees. Buy back value is based upon years of services as follows:

DIASTER PREPAREDNESS
DIVISION 101514

SALARIES AND BENEFITS continued:

- A) Employee with three (3) to six (6) years of service receives a buy back value of 45% of hours in excess of 432.
- B) Employee with six (6) to nine (9) years of service receives a buy back value of 55% of hours in excess of 432.
- C) Employee with nine (9) to twenty (20) years of service receives a buy back value of 70% of hours in excess of 432.
- D) Employee with over twenty (20) years of service receives a buy back value of 75% of hours in excess of 432.

5175 Vacation Leave Buy Back

Provides for annual buy back of leave hours in excess of 80-120 hours for all full-time employees

MATERIAL, SUPPLIES & SERVICES:

6245 Meetings and Conferences

Provides for local meetings and conferences. This account includes funds for the California Emergency Services Association annual conference.

6255 Dues and Memberships

Provides for dues and memberships with the following organizations:

California Emergency Service Association	\$200
National Emergency Management Association	\$300
Total	<u>\$500</u>

6301 Special Department Supplies

Provides for the emergency management supplies for the division programs



**Annual Budget
Fiscal Year 2012-13**



**ADMINISTRATION
DISASTER PREPAREDNESS
501514**

MISCELLANEOUS GRANTS		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
	SALARIES AND BENEFITS					
	TOTAL SALARIES AND BENEFITS	-	-	-	-	-
	MATERIAL, SUPPLIES & SERVICES					
6301	Special Department Supplies .	8,769	35,000	35,000	20,000	22,000
	TOTAL MATERIALS, SUPPLIES & SERVICES	8,769	35,000	35,000	20,000	22,000
	CAPITAL OUTLAY					
	TOTAL CAPITAL OUTLAY	-	-	-	-	-
	GRAND TOTAL	8,769	35,000	35,000	20,000	22,000

DIASTER PREPAREDNESS
DIVISION 501514

MATERIAL, SUPPLIES & SERVICES:

6301	<u>Special Department Supplies</u>	
	Provides for various disaster preparedness grant expenditures	
	Emergency Management Performance	
	Grants (2012)	\$ 8,000
	POD Planning Grant	<u>\$14,000</u>
	Total	<u>\$22,000</u>



**Annual Budget
Fiscal Year 2012-13**



**ADMINISTRATION
ENVIRONMENTAL PLANNING
501515**

		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
MISCELLANEOUS GRANTS						
SALARIES AND BENEFITS						
5005	Part-time Salaries	101	-	-	-	-
5135	Medicare	1	-	-	-	-
5141	Employers' PARS/ARS	4	-	-	-	-
TOTAL SALARIES AND BENEFITS		-	-	-	-	-
MATERIAL, SUPPLIES & SERVICES						
6230	Printing/Binding	813	-	-	-	-
6301	Special Department Supplies	13,659	-	-	-	-
6320	Books & Periodicals	533	-	-	-	-
6355	Small Furniture & Fixtures	338	-	-	-	-
TOTAL MATERIALS, SUPPLIES & SERVICES		15,343	-	-	-	-
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		15,343	-	-	-	-

FISCAL YEAR 2012-13
ADMINISTRATION
ENVIRONMENTAL PLANNING

ENVIRONMENTAL PLANNING
DIVISION 501515



**Annual Budget
Fiscal Year 2012-13**



**ADMINISTRATION
NEIGHBORHOOD SERVICES
101572**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
	SALARIES AND BENEFITS					
5001	Full-time Salaries	39,276	71,900	71,900	68,530	69,900
5005	Part-time Salaries	106,513	88,650	88,650	88,650	61,510
5020	Leave Accrual Payout	580	-	-	-	-
5105	Health Allocation	4,694	15,440	15,440	9,640	9,920
5110	Life Allocation	192	300	300	190	190
5115	Dental Allocation	260	1,700	1,700	180	180
5120	Optical Allocation	93	280	280	90	100
5125	Long-term Disability Insurance	440	580	580	310	320
5135	Medicare	2,135	2,330	2,330	2,290	1,080
5140	Employer's Social Security	666	5,500	5,500	-	-
5141	Employers' PARS/ARS	3,331	-	-	3,330	2,310
5145	Retirement Annuity	3,771	6,810	6,810	6,550	6,730
5159	Medical Opt Out	-	-	-	2,100	-
5163	Life Insurance Premiums	615	-	-	-	-
	TOTAL SALARIES AND BENEFITS	162,566	193,490	193,490	181,860	152,240
	MATERIAL, SUPPLIES & SERVICES					
6135	Repair/Maint Off Furniture & Equipment	203	250	250	-	-
6240	Mileage Reimbursement	-	500	500	-	-
6245	Meeting and Conference	205	500	500	-	-
6255	Dues and Memberships	65	65	65	75	-
6301	Special Department Supplies	2,361	5,000	5,000	5,000	940
6315	Office Supplies	1,631	1,800	1,800	1,400	1,800
6320	Books and Periodicals	-	250	250	-	-
6325	Postage	75	100	100	60	100
6401	Community Programs	47,491	38,110	38,110	38,110	-
	TOTAL MATERIALS, SUPPLIES & SERVICES	52,031	46,575	46,575	44,645	2,840
	CAPITAL OUTLAY					
	TOTAL CAPITAL OUTLAY	-	-	-	-	-
	GRAND TOTAL	214,597	240,065	240,065	226,505	155,080

NEIGHBORHOOD SERVICES

DIVISION 101572

SALARIES AND BENEFITS:

- 5001 Full-time Salaries
Provides for a full-time position in the division
- 5005 Part-time Salaries
Provides for a part-time positions in the division
- 5105 Health Allocation
Provides for Medical Insurance for eligible city officials and employees
- 5110 Life Allocation
Provides for Life Insurance for eligible city officials and employees
- 5115 Dental Allocation
Provides for Dental Insurance for eligible city officials and employees
- 5120 Optical Allocation
Provides for Optical Insurance for eligible city officials and employees
- 5125 Long-Term Disability Insurance
Provides for Long-Term Disability for eligible city officials and employees
- 5135 Medicare
Provides for the employer share of Medicare
- 5141 Employer's PARS/ARS
Provides for the employer share of PARS/ARS
- 5145 Retirement Annuity
Provides for employer contribution to CalPERS retirement plan for eligible city officials and employees

NEIGHBORHOOD SERVICES

DIVISION 101572

MATERIAL, SUPPLIES & SERVICES:

- 6301 Special Department Supplies
Provides for materials, supplies and equipment used in daily programs at the Senior Center and Cathy Torrez Learning Center. Includes supplies necessary for City Services Academy, Neighborhood Conversations and other special events.

- 6315 Office Supplies
Provides for office supplies

- 6325 Postage
Provides for overnight and express mailing expenses



**Annual Budget
Fiscal Year 2012-13**



**ADMINISTRATION
CABLE & WEB SERVICES
101573**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
	SALARIES AND BENEFITS					
5005	Part-time Salaries	26,043	12,060	12,060	12,060	13,385
5135	Medicare	344	180	180	180	200
5140	Employer's Social Security	-	750	750	-	-
5141	Employer's PARS/ARS	888	-	-	460	510
	TOTAL SALARIES AND BENEFITS	27,275	12,990	12,990	12,700	14,095
	MATERIAL, SUPPLIES & SERVICES					
	TOTAL MATERIALS, SUPPLIES & SERVICES	-	-	-	-	-
	CAPTIAL OUTLAY					
	TOTAL CAPITAL OUTLAY	-	-	-	-	-
	GRAND TOTAL	27,275	12,990	12,990	12,700	14,095

GENERAL FUND
DIVISION 101573

SALARIES AND BENEFITS:

- 5005 Part-time Salaries
Provides for part-time positions in the division, to support cable & web services

- 5135 Medicare
Provides for the employer share of Medicare

- 5141 Employer's PARS/ARS
Provides for the employer share of PARS/ARS



**Annual Budget
Fiscal Year 2012-13**



**ADMINISTRATION
CABLE & WEB SERVICES
441573**

PEG FUNDS		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
TOTAL SALARIES AND BENEFITS		-	-	-	-	-
MATERIAL, SUPPLIES & SERVICES						
6099	Other Professional Services	-	51,600	51,600	37,000	39,780
6136	Software Maintenance	-	14,000	14,000	12,790	13,350
6301	Special Department Supplies	-	5,000	5,000	800	2,510
6315	Office Supplies	-	1,000	1,000	200	1,000
6365	Computer Software	-	2,000	2,000	100	2,000
TOTAL MATERIALS, SUPPLIES & SERVICES		-	73,600	73,600	50,890	58,640
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		-	73,600	73,600	50,890	58,640

PEG FUNDS
DIVISION 441573

MATERIAL, SUPPLIES & SERVICES:

- 6099 Other Professional Services
Provides for consulting services on an as needed basis to maintain, repair or upgrade cable broadcast equipment
- 6136 Software Maintenance
Provides for Granicus software maintenance
- 6301 Special Department Supplies
Provides for cable broadcast and recording supplies
- 6315 Office Supplies
Provides for office supplies for the division
- 6365 Computer Software
Provides for the purchase of computer software



**Annual Budget
Fiscal Year 2012-13**



**FINANCE
ADMINISTRATION
102020**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
	SALARIES AND BENEFITS					
5001	Full-time Salaries	113,110	132,780	132,780	241,500	264,520
5105	Health Allocation	11,716	14,440	14,440	22,300	24,950
5110	Life Allocation	318	1,110	1,110	520	560
5115	Dental Allocation	696	1,530	1,530	2,120	2,380
5120	Optical Allocation	215	260	260	360	410
5125	Long-term Disability Insurance	998	1,050	1,050	960	1,030
5135	Medicare	1,666	1,960	1,960	3,510	3,840
5145	Retirement Annuity	9,272	12,360	12,360	22,780	25,190
5163	Life Insurance Premiums	1,079	1,050	1,050	1,050	1,050
5175	Vacation Leave Buy Back	2,332	2,400	2,400	3,060	3,100
	TOTAL SALARIES AND BENEFITS	141,402	168,940	168,940	298,160	327,030
	MATERIAL, SUPPLIES & SERVICES					
6099	Other Professional Services	6,909	-	-	-	-
6245	Meeting and Conferences	535	1,080	1,080	650	1,080
6255	Dues and Memberships	565	760	760	1,600	1,520
6315	Office Supplies	8,990	10,000	10,000	7,000	7,000
6325	Postage	251	100	100	170	170
	TOTAL MATERIALS, SUPPLIES & SERVICES	17,250	11,940	11,940	9,420	9,770
	CAPITAL OUTLAY					
	TOTAL CAPITAL OUTLAY	-	-	-	-	-
	GRAND TOTAL	158,652	180,880	180,880	307,580	336,800

FINANCE ADMINISTRATION
DIVISION 102020

SALARIES AND BENEFITS:

- 5001 Full-time Salaries
Funding for full-time employees in the Finance Administration Division is budgeted to this account.
- 5105 Health Allocation
Provides for Medical Insurance for eligible city officials and employees
- 5110 Life Allocation
Provides for Life Insurance for eligible city officials and employees
- 5115 Dental Allocation
Provides for Dental Insurance for eligible city officials and employees
- 5120 Optical Allocation
Provides for Optical Insurance for eligible city officials and employees
- 5125 Long-Term Disability Insurance
Funding for Long-Term Disability Insurance for eligible employees in the Finance Administration Division is budgeted to this account.
- 5135 Medicare
Funding for the employer's share of Medicare for employees in the Finance Administration Division is budgeted to this account.
- 5145 Retirement Annuity
Funding for retirement costs for eligible employees in the Finance Administration Division is budgeted to this account.
- 5163 Life Insurance Premiums
Funding for Life Insurance for eligible employees not covered by Whole Life Insurance in the Finance Administration Division is budgeted to this account.
- 5175 Vacation Leave Buy Back
Funding for a buy down in employees vacation time in the Finance Administration Division is budgeted to this account.

FINANCE ADMINISTRATION
DIVISION 102020

MATERIAL, SUPPLIES & SERVICES:

6245 Meetings and Conferences

Funding for meeting costs, parking, lunch etc. or conference costs are budgeted to this account. We currently are budgeting for meetings and conferences to California Society of Municipal Finance Officers (CSMFO) and California Municipal Treasurer's Association are budgeted to this account.

6255 Dues and Memberships

Funding for dues and memberships in California Society of Municipal Finance Officers (CSMFO), Government Finance Officers Association (GFOA) and California Municipal Treasurer's Association are budgeted to this account.

6315 Office Supplies

Funding for various office supplies such as paper, pens, pencils, staples etc. are budgeted to this account.

6325 Postage

Funding for Fed-Ex and special mailing expenses is budgeted to this account.



**Annual Budget
Fiscal Year 2012-13**



**FINANCE
ACCOUNTING & BUDGETING
102021**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
5001	Full-time Salaries	252,069	330,150	330,150	231,400	239,250
5005	Part-time Salaries	72,591	86,320	86,320	70,400	32,700
5015	Overtime	75	5,000	5,000	4,000	5,000
5020	Leave Accrual Payout	813	-	-	-	-
5105	Health Allocation	34,984	32,740	32,740	36,850	36,860
5110	Life Allocation	846	1,370	1,370	620	620
5115	Dental Allocation	949	3,470	3,470	2,880	2,880
5120	Optical Allocation	655	600	600	460	460
5125	Long-term Disability Insurance	2,307	2,640	2,640	1,040	1,040
5135	Medicare	4,590	6,180	6,180	4,490	4,560
5140	Employers' Social Security	276	5,360	5,360	-	-
5141	Employers' PARS/ARS	2,471	-	-	2,640	2,640
5145	Retirement Annuity	20,690	31,120	31,120	21,810	22,750
5150	Tuition Reimbursement	-	4,500	4,500	-	-
5159	Medical Opt Out	-	-	-	1,500	1,500
5170	Sick Leave Buy Back	-	1,500	1,500	-	1,500
5175	Vacation Leave Buy Back	3,254	3,300	3,300	3,620	3,700
TOTAL SALARIES AND BENEFITS		396,570	514,250	514,250	381,710	355,460
MATERIAL, SUPPLIES & SERVICES						
6010	Accounting & Auditing	80,440	99,500	99,500	99,000	99,000
6025	Third Party Administrator	-	2,000	2,000	6,000	8,000
6099	Other Professional Services	61,634	40,900	40,900	40,000	43,000
6230	Printing & Binding	1,622	4,100	4,100	3,500	3,500
6250	Staff Training	1,545	3,000	3,000	1,000	3,000
6296	Administrative Service Fees	118,375	110,000	110,000	125,000	130,000
6301	Special Department Supplies	95	-	-	-	-
TOTAL MATERIALS, SUPPLIES & SERVICES		263,711	259,500	259,500	274,500	286,500
CAPITAL OUTLAY						
6855	Furniture & Fixtures	981	-	-	-	-
TOTAL CAPITAL OUTLAY		981	-	-	-	-
GRAND TOTAL		661,262	773,750	773,750	656,210	641,960

ACCOUNTING AND BUDGETING

DIVISION 102021

SALARIES AND BENEFITS:

- 5001 Full-time Salaries
Funding for full-time employees in the Finance Accounting and Budgeting Division is budgeted to this account.
- 5005 Part-time Salaries
Funding for part-time employees in the Finance Accounting and Budgeting Division is budgeted to this account.
- 5015 Overtime
Provides for overtime in the division
- 5105 Health Allocation
Provides for Medical Insurance for eligible city officials and employees
- 5110 Life Allocation
Provides for Life Insurance for eligible city officials and employees
- 5115 Dental Allocation
Provides for Dental Insurance for eligible city officials and employees
- 5120 Optical Allocation
Provides for Optical Insurance for eligible city officials and employees
- 5125 Long-Term Disability Insurance
Funding for Long-Term Disability Insurance for eligible employees in the Finance Accounting and Budgeting Division is budgeted to this account.
- 5135 Medicare
Funding for the employer's share of Medicare for employees in the Finance Accounting and Budgeting Division is budgeted to this account.
- 5141 Employer's PARS/ARS
Provides for the employer share of PARS/ARS
- 5145 Retirement Annuity
Funding for retirement costs for eligible employees in the Finance Accounting and Budgeting Division are budgeted to this account.

ACCOUNTING AND BUDGETING

DIVISION 102021

SALARIES AND BENEFITS continued:

- 5159 Medical Opt Out
Provides for medical opt out for City Officials and employees opting out of the City paid medical insurance
- 5170 Sick Leave Buy Back
Funding for annual buy down of sick leave hours in excess of 432 hours for eligible employees of the Finance Accounting and Budgeting Division is budgeted to this account. Buy down is based on years of service as follows:
- Three (3) to six (6) years of service receive a buy back value of 45% of hours in excess of 432
 - Six (6) to nine (9) years of service receive a buy back value of 55% of hours in excess of 432
 - Nine (9) to twenty (20) years of service receive a buy back value of 70% of hours in excess of 432
 - Employees with over twenty (20) years of service receive a buy back value of 75% of hours in excess of 432
- 5175 Vacation Leave Buy Back
Funding for a buy down in employees vacation time in the Finance Accounting and Budgeting Division are budgeted to this account.

MATERIAL, SUPPLIES & SERVICES:

- 6010 Accounting & Auditing
Funding for contract accounting and auditing services are budgeted to this Account.
- 6025 Third Party Administrator
Funding for consulting services for the collection of outstanding billings are budgeted to this account.

ACCOUNTING AND BUDGETING

DIVISION 102021

MATERIAL, SUPPLIES & SERVICES continued:

- 6099 Other Professional Services
Funding for contract professional services such as sales and property tax consulting as well as administrative fees that we are mandated to pay to the State of California and County of Orange are budgeted to this account.
- 6230 Printing and Binding
Provides for printing and binding of financial forms and documents
- 6250 Staff Training
Provides for the staff training
- 6296 Administrative Service Fees
Provides for sales tax and property tax administrative fees



**Annual Budget
Fiscal Year 2012-13**



**FINANCE
CITY DEBT SERVICE
105525**

CITY DEBT SERVICE		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
	SALARIES AND BENEFITS					
	TOTAL SALARIES AND BENEFITS	-	-	-	-	-
	MATERIAL, SUPPLIES & SERVICES					
6030	Trustee Fees	7,450	10,000	10,000	7,500	7,500
	TOTAL MATERIALS, SUPPLIES & SERVICE	7,450	10,000	10,000	7,500	7,500
	CAPITAL OUTLAY					
	TOTAL CAPITAL OUTLAY	-	-	-	-	-
	OTHER EXPENDITURES					
6905	Principal/Bonds/COP's/Leases	75,000	50,000	50,000	50,000	150,000
6915	Interest	329,250	323,625	323,625	323,625	319,875
6935	Lease Expenditure	997,636	1,000,186	1,000,186	1,000,186	997,586
	TOTAL OTHER EXPENDITURES	1,401,886	1,373,811	1,373,811	1,373,811	1,467,461
	GRAND TOTAL	1,409,336	1,383,811	1,383,811	1,381,311	1,474,961

CITY DEBT SERVICE
DIVISION 105525

MATERIAL, SUPPLIES & SERVICES:

- 6030 Trustee Fees
Provides for Trustee fees for the 2009 Lease Revenue Bond

- 6905 Principal Expense
Provides for 2009 Lease Revenue Bond (Working Capital) debt service payment

- 6915 Interest Expense
Provides for 2009 Lease Revenue Bond (Working Capital) debt service payments

- 6935 Lease Expenditures
Provides for 2003 Refunding COP debt service payments (Principal and Interest) as a lease payment to the Redevelopment Agency (per Lease Agreement). The Redevelopment Agency is to reimburse the City for additional capital improvements and facilities funded in May and November 2003 projects in the annual amount equal to 87.52% of the 2003 Refunding COP debt service payments paid by the City. (See revenue account 100000-4711 Lease Revenue)



**Annual Budget
Fiscal Year 2012-13**



**FINANCE
CITY DEBT SERVICE
525525**

		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
GAS TAX BOND						
	SALARIES AND BENEFITS					
	TOTAL SALARIES AND BENEFITS	-	-	-	-	-
	MATERIAL, SUPPLIES & SERVICES					
6030	Trustee Fees	-	-	-	-	1,500
	TOTAL MATERIALS, SUPPLIES & SERVICE	-	-	-	-	1,500
	CAPITAL OUTLAY					
	TOTAL CAPITAL OUTLAY	-	-	-	-	-
	OTHER EXPENDITURES					
6905	Principal/Bonds/COP's/Leases	-	-	-	-	205,000
6915	Interest	-	-	-	-	274,994
	TOTAL OTHER EXPENDITURES	-	-	-	-	479,994
	GRAND TOTAL	-	-	-	-	481,494

GAS TAX BOND
DIVISION 525525

MATERIAL, SUPPLIES & SERVICES:

- 6030 Trustee Fees
Provides for Trustee fees for the Gas Tax Bond
- 6905 Principal Expense
Provides for Gas Tax Bond debt service payment
- 6915 Interest Expense
Provides for Gas Tax Bond debt service payments



**Annual Budget
Fiscal Year 2012-13**



**DEVELOPMENT SERVICES
PLANNING
102531**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
5001	Full-time Salaries	77,218	72,703	72,703	70,690	72,110
5005	Part-time Salaries	40,891	72,360	72,360	52,000	-
5015	Overtime	644	2,500	2,500	-	2,500
5020	Leave Accrual Payout	20,783	-	-	20,740	-
5105	Health Allocation	16,017	15,440	15,440	15,470	15,930
5110	Life Allocation	292	310	310	190	200
5115	Dental Allocation	829	1,210	1,210	1,550	1,590
5120	Optical Allocation	218	200	200	270	280
5125	Long-term Disability Insurance	686	590	590	320	330
5135	Medicare	2,047	2,140	2,140	1,800	1,050
5140	Employers' Social Security	-	4,490	4,490	-	-
5141	Employers' PARS/ARS	1,335	-	-	1,950	-
5145	Retirement Annuity	6,312	6,890	6,890	6,750	6,950
5163	Life Insurance Premiums	1,761	-	-	-	-
5170	Sick Leave Buy Back	-	-	-	-	-
5175	Vacation Leave Buy Back	-	-	-	-	-
TOTAL SALARIES AND BENEFITS		169,033	178,833	178,833	171,730	100,940
MATERIAL, SUPPLIES & SERVICES						
6017	Special Studies	3,798	-	-	-	-
6225	Advertising	-	500	500	500	-
6230	Printing and Binding	132	500	500	100	400
6235	Travel and Meetings	6	-	-	-	-
6245	Meeting and Conferences	452	-	-	45	1,000
6255	Dues and Memberships	400	800	800	1,400	750
6257	Permits & Fees	-	200	200	100	500
6290	Department Contract Services	1,276	8,000	8,000	2,000	90,000
6301	Special Department Supplies	-	400	400	100	100
6315	Office Supplies	1,534	500	500	500	500
6320	Books and Periodicals	349	400	400	200	250
6325	Postage	115	250	250	-	-
TOTAL MATERIALS, SUPPLIES & SERVICES		8,062	11,550	11,550	4,945	93,500
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		177,095	190,383	190,383	176,675	194,440

PLANNING

DIVISION 102531

SALARIES AND BENEFITS:

- 5001 Full-time Salaries
Provides for full-time positions in the division
- 5015 Overtime
Provides for overtime in the division
- 5105 Health Allocation
Provides for Medical Insurance for eligible city officials and employees
- 5110 Life Allocation
Provides for Life Insurance for eligible city officials and employees
- 5115 Dental Allocation
Provides for Dental Insurance for eligible city officials and employees
- 5120 Optical Allocation
Provides for Optical Insurance for eligible city officials and employees
- 5125 Long-Term Disability Insurance
Provides for Long-Term Disability for eligible city officials and employees
- 5135 Medicare
Provides for the employer share of Medicare
- 5145 Retirement Annuity
Provides for a retirement plan for eligible city officials and employees

PLANNING

DIVISION 102531

MATERIAL, SUPPLIES & SERVICES:

- 6230 Printing and Binding
Provides for printing of various City maps to include Zoning Map, density maps and related maps for the General Plan and Housing Element. Includes printing and binding of Zoning Code books, Planning Commission Guidebooks, and various planning related documents.
- 6245 Meetings and Conferences
Provide for cost of attendance and required continual training for the Associate Planner and Director of Development Services at American Planning Association and Planning Director's Association of Orange County monthly events.
- 6255 Dues and Memberships
Provides for dues and memberships with American Planning Association (State and regional groups) and Planning Director's Association of Orange County
- 6257 Permits & Fees
Provides for County related fees for City-initiated planning activities to include environmental documentation, Notices of Determination, Certificate of Compliance
- 6290 Department Contract Services
Provides for cost recoverable contract services to include external legal counsel for wireless facilities location and lease review, extension staffing for major planning developments and third-party security review of development plans for public safety considerations, among other contract services in support of Current and Advance Planning efforts.
- 6301 Special Department Supplies
Provides for supplies not considered general office to include supplies or materials in support of City-initiated projects or studies (specialty paper, notebooks) and other small supply requirements not otherwise provided for and not common to daily work.
- 6315 Office Supplies
Provides for office supplies common to everyday office work

PLANNING

DIVISION 102531

MATERIAL, SUPPLIES & SERVICES continued:

6320 Books and Periodicals

Provides for professional books and publications to include the Community Development & Planning Review and topic-specific books available through the American Planning Association to include new California law updates, AB 32 and SB 327 information and related environmental books.



**Annual Budget
Fiscal Year 2012-13**



**DEVELOPMENT SERVICES
BUILDING
102532**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
5001	Full-time Salaries	49,314	61,290	61,290	58,370	58,370
5005	Part-time Salaries	99,947	73,630	73,630	99,640	21,220
5015	Overtime	3,004	3,000	3,000	5,000	3,000
5020	Leave Accrual Payout	15,779	-	-	15,780	-
5105	Health Allocation	11,036	11,880	11,880	12,040	12,400
5110	Life Allocation	211	220	220	160	160
5115	Dental Allocation	588	1,080	1,080	980	1,010
5120	Optical Allocation	200	200	200	180	190
5125	Long-term Disability Insurance	481	410	410	270	270
5135	Medicare	2,203	1,960	1,960	2,370	1,240
5140	Employers' Social Security	-	4,570	4,570	-	-
5141	Employers' PARS/ARS	3,509	-	-	380	800
5145	Retirement Annuity	4,543	4,790	4,790	5,580	5,620
5170	Sick Leave Buy Back	-	-	-	-	-
5175	Vacation Leave Buy Back	-	-	-	-	-
TOTAL SALARIES AND BENEFITS		190,815	163,030	163,030	200,750	104,280
MATERIAL, SUPPLIES & SERVICES						
6045	Building Inspection Services	4,050	113,000	113,000	38,000	166,000
6245	Meeting and Conferences	475	1,000	1,000	1,000	1,000
6255	Dues and Memberships	340	850	850	850	310
6315	Office Supplies	96	400	400	400	400
6320	Books and Periodicals	1,098	2,000	2,000	1,500	1,500
6350	Small Tools & Equipment	61	-	-	-	-
6360	Uniforms	-	110	110	110	-
TOTAL MATERIALS, SUPPLIES & SERVICES		6,120	117,360	117,360	41,860	169,210
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		196,935	280,390	280,390	242,610	273,490

BUILDING

DIVISION 102532

SALARIES AND BENEFITS:

- 5001 Full-time Salaries
Provides for full-time positions in the division
- 5005 Part-time Salaries
Provides for part-time positions in the division
- 5015 Overtime
Provides for overtime in the division
- 5105 Health Allocation
Provides for Medical Insurance for eligible city officials and employees
- 5110 Life Allocation
Provides for Life Insurance for eligible city officials and employees
- 5115 Dental Allocation
Provides for Dental Insurance for eligible city officials and employees
- 5120 Optical Allocation
Provides for Optical Insurance for eligible city officials and employees
- 5125 Long-Term Disability Insurance
Provides for Long-Term Disability for eligible city officials and employees
- 5135 Medicare
Provides for the employer share of Medicare
- 5141 Employer's PARS/ARS
Provides for the employer share of PARS/ARS
- 5145 Retirement Annuity
Provides for a retirement plan for eligible city officials and employees

BUILDING
DIVISION 102532

MATERIAL, SUPPLIES & SERVICES:

- 6045 Building & Inspection Services
Provide for contract building inspection services for day-to-day residential and commercial building inspection, larger residential projects and on-call inspections in addition to substitution for the Chief Building Official and Building Inspector in their absence. Includes contract services for Chief Building Official.

- 6245 Meetings and Conferences
Provide for cost of required continual training for the Development Services Coordinator to include participation in monthly International Code Council meeting dues. Required training is fee recovered through building permit fee for statutory positions.

- 6255 Dues and Memberships
Provides for dues and memberships with the Orange Empire Chapter, California Building Officials (CALBO), International Conference of Building Officials, American Society of Civil Engineers and local building organizations for Building Division staff.

- 6315 Office Supplies
Provides for office supplies common to everyday office work

- 6320 Books and Periodicals
Provide for Building Code Books used daily by Development Services staff for the purpose of plan check and inspection to include a complete set of the Building Codes (Electrical, Mechanical, Plumbing, Building and Residential). Additional books include California Green Building Codes and Energy Efficiency/Title 24 codes.



**Annual Budget
Fiscal Year 2012-13**



**DEVELOPMENT SERVICES
CODE COMPLIANCE
102533**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
5001	Full-time Salaries	59,609	33,090	33,090	36,060	36,780
5005	Part-time Salaries	40,648	46,800	46,800	45,000	46,800
5015	Overtime	474	-	-	-	-
5020	Leave Accrual Payout	2,444	-	-	-	-
5105	Health Allocation	13,806	7,720	7,720	7,820	8,050
5110	Life Allocation	209	130	130	100	100
5115	Dental Allocation	715	850	850	230	240
5120	Optical Allocation	251	140	140	140	140
5125	Long-term Disability Insurance	477	250	250	170	170
5135	Medicare	1,465	1,160	1,160	1,180	1,260
5140	Employer's Social Security	-	2,910	2,910	-	-
5141	Employer's PARS/ARS	1,466	-	-	1,690	1,760
5145	Retirement Annuity	4,711	2,860	2,860	3,440	3,540
TOTAL SALARIES AND BENEFITS		126,275	95,910	95,910	95,830	98,840
MATERIAL, SUPPLIES & SERVICES						
6230	Printing and Binding	90	1,500	1,500	-	500
6245	Meeting and Conferences	116	1,000	1,000	500	1,200
6255	Dues and Memberships	75	225	225	225	225
6290	Department Contract Services	9,436	12,000	12,000	10,500	11,000
6301	Special Department Supplies	118	-	-	-	-
6315	Office Supplies	232	300	300	200	200
6320	Books and Periodicals	-	150	150	-	-
6325	Postage	5,498	4,000	4,000	50	-
6360	Uniforms	-	500	500	500	1,800
TOTAL MATERIALS, SUPPLIES & SERVICES		15,565	19,675	19,675	11,975	14,925
CAPITAL OUTLAY						
6845	Office Equipment	-	-	-	-	750
TOTAL CAPITAL OUTLAY		-	-	-	-	750
GRAND TOTAL		141,840	115,585	115,585	107,805	114,515

CODE COMPLIANCE
DIVISION 102533

SALARIES AND BENEFITS:

- 5001 Full-time Salaries
Provides for a full-time position in the division
- 5005 Part-time Salaries
Provides for part-time positions in the division
- 5105 Health Allocation
Provides for Medical Insurance for eligible city officials and employees
- 5110 Life Allocation
Provides for Life Insurance for eligible city officials and employees
- 5115 Dental Allocation
Provides for Dental Insurance for eligible city officials and employees
- 5120 Optical Allocation
Provides for Optical Insurance for eligible city officials and employees
- 5125 Long-Term Disability Insurance
Provides for Long-Term Disability for eligible city officials and employees
- 5135 Medicare
Provides for the employer share of Medicare
- 5141 Employer's PARS/ARS
Provides for the employer share of PARS/ARS
- 5145 Retirement Annuity
Provides for a retirement plan for eligible city officials and employees

CODE COMPLIANCE
DIVISION 102533

MATERIAL, SUPPLIES & SERVICES:

- 6230 Printing and Binding
Provides for cost of printing administrative citations/courtesy notices for issuance to property owners for violations of municipal codes
- 6245 Meetings and Conferences
Provides for attendance at meetings and conferences related to Code Compliance to include required 832 PC certification (Basic/Intermediate/Advance) and refresher courses as well as California Association of Code Enforcement Officer (CACEO) courses for supervisory duties and line officer training. Monthly Orange County chapter CACEO meetings are included for continued education and networking.
- 6255 Dues and Memberships
Provides for CACEO membership for all full-time and part-time officers. Membership within CACEO provides for discounted costs on required training, books and periodicals.
- 6290 Department Contract Services
Provides for third party processing of administrative citations/courtesy notices through Data Ticket, Inc.
- 6315 Office Supplies
Provides for office supplies common to everyday office work
- 6360 Uniforms
Provides for boot allowance and purchase of standardized apparel to identify Code Compliance Officers in the field

CAPITAL OUTLAY:

- 6845 Office Equipment
Provides funds for three digital cameras



**Annual Budget
Fiscal Year 2012-13**



**DEVELOPMENT SERVICES
ECONOMIC DEVELOPMENT
102534**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
	SALARIES AND BENEFITS					
	TOTAL SALARIES AND BENEFITS					
	MATERIAL, SUPPLIES & SERVICES					
6099	Other Professional Services	-	5,000	5,000	2,500	5,000
	TOTAL MATERIALS, SUPPLIES & SERVICES	-	5,000	5,000	2,500	5,000
	CAPITAL OUTLAY					
	TOTAL CAPITAL OUTLAY	-	-	-	-	-
	GRAND TOTAL	-	5,000	5,000	2,500	5,000

ECONOMIC DEVELOPMENT
DIVISION 102534

MATERIAL, SUPPLIES & SERVICES:

6099 Other Professional Services

Provides for quarterly business highlights, website and professional services related to City-wide economic development services and initiatives as directed by the City Council, City Administrator or Economic Development Committee.



**Annual Budget
Fiscal Year 2012-13**



**DEVELOPMENT SERVICES
HCD GRANT ADMIN
302535**

HOUSING AND COMMUNITY DEVELOPMENT		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
TOTAL SALARIES AND BENEFITS		-	-	-	-	-
MATERIAL, SUPPLIES & SERVICES						
6099	Other Professional Services	1,050	3,000	3,000	1,500	3,000
6325	Postage	293	-	-	-	-
6401	Community Programs	105,323	147,000	147,000	147,000	132,000
TOTAL MATERIALS, SUPPLIES & SERVICES		106,666	150,000	150,000	148,500	135,000
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		106,666	150,000	150,000	148,500	135,000

**HCD GRANT
ADMINISTRATION**
DIVISION 302535

MATERIAL, SUPPLIES & SERVICES:

- 6099 Other Professional Services
Provides for housing rehabilitation inspection for grant funded programs

- 6401 Community Programs
Provides for Community Development Block Grants for housing rehabilitation projects



**Annual Budget
Fiscal Year 2012-13**



**PUBLIC SAFETY
POLICE ADMINISTRATION
103040**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
	SALARIES AND BENEFITS					
5001	Full-time Salaries	458,723	573,047	573,047	496,870	702,190
5005	Part-time Salaries	186,293	154,120	154,120	241,890	165,080
5015	Overtime	3,497	2,500	2,500	3,300	5,000
5020	Leave Accrual Payout	29,041	-	-	-	-
5021	Extraordinary Leave Buydown	-	-	-	8,720	-
5105	Health Allocation	42,105	44,660	44,660	69,820	71,560
5110	Life Allocation	1,840	2,240	2,240	1,350	1,370
5115	Dental Allocation	2,290	3,400	3,400	4,330	4,460
5120	Optical Allocation	785	810	810	790	820
5125	Long-term Disability Insurance	4,116	4,370	4,370	1,820	1,870
5135	Medicare	7,550	10,710	10,710	10,720	12,880
5140	Employer's Social Security	6,440	9,560	9,560	15,000	10,240
5145	Retirement Annuity	192,253	294,660	294,660	266,230	324,260
5159	Medical Opt Out	-	-	-	1,800	6,000
5163	Life Insurance Premiums	2,932	3,000	3,000	2,940	3,000
5170	Sick Leave Buy Back	8,392	8,400	8,400	8,210	8,400
5175	Vacation Leave Buy Back	-	-	-	7,190	7,200
5195	Residence Assistance	4,000	4,000	4,000	2,000	2,000
	TOTAL SALARIES AND BENEFITS	950,257	1,115,477	1,115,477	1,142,980	1,326,330
	MATERIAL, SUPPLIES & SERVICES					
6055	Medical Services	31,805	29,100	29,100	29,250	29,860
6099	Other Professional Services	5,855	13,200	13,200	13,200	7,200
6135	Repair/Maint Off Furn & Equip	343	-	-	-	-
6230	Printing and Binding	-	4,500	2,220	1,965	2,000
6245	Meeting and Conferences	1,411	1,750	1,750	2,681	3,000
6250	Staff Training	9,922	6,000	6,000	6,000	9,000
6255	Dues and Memberships	1,985	2,400	2,400	2,375	2,170
6290	Department Contract Services	1,767	2,800	2,800	4,200	64,200
6299	Other Purchased Services	5,125	3,780	3,780	3,780	3,780
6301	Special Department Supplies	2,183	2,500	2,500	2,475	2,500
6315	Office Supplies	12,716	15,000	15,000	14,200	14,000
6320	Books and Periodicals	2,893	3,400	3,400	2,900	3,000
6325	Postage	8,430	11,500	11,500	250	250
6360	Uniforms	4,553	1,890	1,890	1,890	1,890
	TOTAL MATERIALS, SUPPLIES & SERVICES	88,988	97,820	95,540	85,166	142,850
	CAPITAL OUTLAY					
6845	Office Equipment	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	-	-	-	-	-
	GRAND TOTAL	1,039,245	1,213,297	1,211,017	1,228,146	1,469,180

POLICE ADMINISTRATION
DIVISION 103040

SALARIES AND BENEFITS:

- 5001 Full-time Salaries
Provides for a full-time position in the division
- 5005 Part-time Salaries
Provides for part-time positions in the division
- 5015 Overtime
Provides for overtime for personnel in the division
- 5105 Health Allocation
Provides for Medical Insurance for eligible city officials and employees
- 5110 Life Allocation
Provides for Life Insurance for eligible city officials and employees
- 5115 Dental Allocation
Provides for Dental Insurance for eligible city officials and employees
- 5120 Optical Allocation
Provides for Optical Insurance for eligible city officials and employees
- 5125 Long-Term Disability Insurance
Provides for Long-Term Disability for eligible city officials and employees
- 5135 Medicare
Provides for the employer share of Medicare
- 5140 Employer's Social Security
Provides for the employer share of Social Security
- 5145 Retirement Annuity
Provides for a retirement plan for eligible city officials and employees
- 5159 Medical Opt Out
Provides for medical opt out for City Officials and employees opting out of the City paid medical insurance

POLICE ADMINISTRATION

DIVISION 103040

SALARIES AND BENEFITS continued:

- 5163 Life Insurance Premiums
Provides Life Insurance for eligible employees
- 5170 Sick Leave Buy Back
Provides for annual buy back of sick leave hours in excess of 432 hour base for all full-time employees. Buy back value is based upon years of services as follows:
- A) Employee with three (3) to six (6) years of service receives a buy back value of 45% of hours in excess of 432.
 - B) Employee with six (6) to nine (9) years of service receives a buy back value of 55% of hours in excess of 432.
 - C) Employee with nine (9) to twenty (20) years of service receives a buy back value of 70% of hours in excess of 432.
 - D) Employee with over twenty (20) years of service receives a buy back value of 75% of hours in excess of 432.
- 5175 Vacation Leave Buy Back
Provides for annual buy back of leave hours in excess of 120 hours base for all full-time employees
- 5195 Residence Assistance
Provides for home loans for sworn officers to reside in Placentia

MATERIAL, SUPPLIES & SERVICES:

- 6055 Medical Services
Provides for blood draw and laboratory services for DUI and narcotic influence arrests. Maintenance of department's AED subscription.
- 6099 Other Professional Services
Provides for pre-employment and sexual assault exams and Child Abuse Support Team interviews
- 6230 Printing and Binding
Provides for printing and binding for the division
- 6245 Meetings and Conferences
Provides for meetings and conferences

POLICE ADMINISTRATION

DIVISION 103040

MATERIAL, SUPPLIES & SERVICES continued:

- 6250 Staff Training
Provides for Leadership/Manager block and Public Records Act training and other training sessions
- 6255 Dues and Memberships
Provides for dues and memberships with California Peace Officers Association, California Chief's Association
- 6290 Department Contract Services
Provides for transcription of major crimes/internal audit, shred documents and helicopter assistance
- 6299 Other Purchased Services
Provides for Police training manual/updates and subscription services for a training management system
- 6301 Special Department Supplies
Provides for award ceremony and special events supplies
- 6315 Office Supplies
Provides for office supplies, printer cartridges and paper
- 6320 Books and Periodicals
Provides for professional books and publications
- 6325 Postage
Provides for postage and related mailing expenses required for legal compliance on parcel and mail
- 6360 Uniforms
Provides for uniforms for staff



**Annual Budget
Fiscal Year 2012-13**



**PUBLIC SAFETY
FIELD SERVICES
103041**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
5001	Full-time Salaries	2,705,363	2,987,375	2,987,375	2,858,019	3,057,660
5005	Part-time Salaries	236,704	247,030	247,030	140,000	-
5015	Overtime	612,630	300,000	300,000	580,000	450,000
5020	Leave Accrual Payout	94,217	-	-	2,880	-
5021	Extraordinary Leave Buydown	18,697	-	-	20,080	-
5105	Health Allocation	375,003	420,440	420,440	409,280	460,020
5110	Life Allocation	10,376	8,100	8,100	6,100	6,390
5115	Dental Allocation	17,521	39,050	39,050	36,990	42,280
5120	Optical Allocation	6,728	7,050	7,050	6,760	7,690
5125	Long-term Disability Insurance	55,854	23,020	23,020	23,000	12,830
5135	Medicare	47,746	51,995	51,995	53,990	52,360
5140	Employers' Social Security	9,081	15,320	15,320	8,680	-
5145	Retirement Annuity	1,331,088	1,453,980	1,453,980	1,584,940	1,511,570
5159	Medical Opt Out	-	-	-	2,800	6,000
5170	Sick Leave Buy Back	35,378	36,000	36,000	36,500	37,000
5175	Vacation Leave Buy Back	11,832	15,300	15,300	65,450	66,000
TOTAL SALARIES AND BENEFITS		5,568,218	5,604,660	5,604,660	5,835,469	5,709,800
MATERIAL, SUPPLIES & SERVICES						
6099	Other Professional Services	166,106	167,000	167,000	166,200	174,920
6130	Repair & Maintenance/Facilities	13,345	-	-	-	-
6134	Vehicle Repair & Maintenance	681	-	-	-	-
6137	Repair/Maintenance Equipment	768	895	895	775	800
6160	Facility Rental	25,140	125,460	125,460	125,000	125,000
6181	Impound Towing	250,902	180,000	180,000	133,434	155,000
6182	Impound Lien Sales	15,701	20,000	20,000	11,300	20,000
6183	CSUF PD Reimburse	25,537	-	-	22,000	30,000
6230	Printing and Binding	411	250	250	150	250
6245	Meeting and Conferences	337	-	-	-	-
6250	Staff Training	19,223	25,000	25,000	19,200	25,000
6255	Dues and Memberships	85	110	110	85	-
6260	Booking Fees	-	1,500	1,500	350	1,000
6301	Special Department Supplies	29,167	21,000	21,000	21,000	25,000
6350	Small Tools & Furnishings	252	-	-	-	-
6360	Uniforms	17,877	28,000	28,000	27,775	32,000
TOTAL MATERIALS, SUPPLIES & SERVICES		565,532	569,215	569,215	527,269	588,970
CAPITAL OUTLAY						
6840	Machinery & Equipment	6,996	-	-	-	-
TOTAL CAPITAL OUTLAY		6,996	-	-	-	-
GRAND TOTAL		6,140,746	6,173,875	6,173,875	6,362,738	6,298,770

FIELD SERVICES
DIVISION 103041

SALARIES AND BENEFITS:

- 5001 Full-time Salaries
Provides for full-time positions in the division
- 5015 Overtime
Provides for overtime for personnel in the division
- 5105 Health Allocation
Provides for Medical Insurance for eligible city officials and employees
- 5110 Life Allocation
Provides for Life Insurance for eligible city officials and employees
- 5115 Dental Allocation
Provides for Dental Insurance for eligible city officials and employees
- 5120 Optical Allocation
Provides for Optical Insurance for eligible city officials and employees
- 5125 Long-Term Disability Insurance
Provides for Long-Term Disability for eligible city officials and employees
- 5135 Medicare
Provides for the employer share of Medicare
- 5145 Retirement Annuity
Provides for a retirement plan for eligible city officials and employees
- 5159 Medical Opt Out
Provides for medical opt out for City Officials and employees opting out of the City paid medical insurance

FIELD SERVICES

DIVISION 103041

SALARIES AND BENEFITS continued:

5170 Sick Leave Buy Back

Provides for annual buy back of sick leave hours in excess of 432 hour base for all full-time employees. Buy back value is based upon years of services as follows:

- A) Employee with three (3) to six (6) years of service receives a buy back value of 45% of hours in excess of 432.
- B) Employee with six (6) to nine (9) years of service receives a buy back value of 55% of hours in excess of 432.
- C) Employee with nine (9) to twenty (20) years of service receives a buy back value of 70% of hours in excess of 432.
- D) Employee with over twenty (20) years of service receives a buy back value of 75% of hours in excess of 432.

5175 Vacation Leave Buy Back

Provides for annual buy back of leave hours in excess of 120 hours base for all full-time employees

MATERIAL, SUPPLIES & SERVICES:

6099 Other Professional Services

Provides for crossing guard services, citation processing, parking citation hearing officer, and traffic bureau crossroad's database

6137 Repair/Maintenance Equipment

Provides for repair/maintenance of lidar and radar guns

6160 Facility Rental

Provides for the shared NC SWAT firearm range costs between six (6) agencies; lease of offsite impound lot and property and evidence facility

6181 Impound Towing

Provides for towing fees associated with the Vehicle Impound program. This account is offset by the Vehicle Impound Fees collected.

FIELD SERVICES
DIVISION 103041

MATERIAL, SUPPLIES & SERVICES continued:

- 6182 Impound Lien Sales
Provides for lien sales services by an outside agency. This account is offset by Vehicle Impound Fees collected.

- 6183 CSUF PD Reimburse
Provides for towing fees for contract services to California State University Fullerton Police impounded vehicles

- 6230 Printing and Binding
Provides for Patrol and Traffic Division cards, signs and reference cards

- 6250 Staff Training
Provides for mandated staff training, including POST requirements, certification and non-POST training

- 6260 Booking Fees
Provides for booking fees charged by County of Orange

- 6301 Special Department Supplies
Provides for Police K9, Patrol and SWAT, Police Explorer, Bike Team supplies and armory consumables

- 6360 Uniforms
Provides for supplies of all uniform needs for the Division including uniforms, patches for Patrol, SWAT, Traffic, and uniformed Reserve Officers



**Annual Budget
Fiscal Year 2012-13**



**PUBLIC SAFETY
FIELD SERVICES
213041**

		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
ASSET SEIZURE						
SALARIES AND BENEFITS						
		-	-	-	-	-
MATERIAL, SUPPLIES & SERVICES						
6245	Meeting and Conferences	1,122	6,000	6,656	6,600	6,500
6250	Training	6,070	2,500	3,430	2,900	3,000
6301	Special Department Supplies	13,124	17,000	20,876	13,200	17,000
TOTAL MATERIALS, SUPPLIES & SERVICES		20,316	25,500	30,962	22,700	26,500
CAPITAL OUTLAY						
6840	Machinery & Equipment	32,733	32,500	32,500	33,000	22,600
TOTAL CAPITAL OUTLAY		32,733	32,500	32,500	33,000	22,600
GRAND TOTAL		53,049	58,000	63,462	55,700	49,100

FIELD SERVICES
DIVISION 213041

MATERIAL, SUPPLIES & SERVICES:

- 6245 Meetings and Conferences
Provides for meetings and conferences

- 6250 Staff Training
Provides for Narcotics staff training and command staff training

- 6301 Special Department Supplies
Provides for undercover funds and crime prevention program supplies

CAPITAL OUTLAY:

- 6840 Machinery and Equipment
Provides specialized equipment purchase for North County SWAT Team



**Annual Budget
Fiscal Year 2012-13**



**PUBLIC SAFETY
FIELD SERVICES
223041**

SUPPLEMENTAL LAW ENFORCEMENT FUNDS		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
	SALARIES AND BENEFITS					
5001	Full-time Salaries	64,167	-	-	100,000	-
5015	Overtime	646	-	-	-	-
5105	Health Allocation	8,339	-	-	-	-
5110	Life Allocation	130	-	-	-	-
5115	Dental Allocation	441	-	-	-	-
5120	Optical Allocation	150	-	-	-	-
5125	Long-term Disability Insurance	579	-	-	-	-
5135	Medicare	976	-	-	-	-
5145	Retirement Annuity	32,519	-	-	-	-
5170	Sick Leave Buy Back	-	-	-	-	-
5175	Vacation Leave Buy Back	3,273	-	-	-	-
	TOTAL SALARIES AND BENEFITS	111,220	-	-	100,000	-
	MATERIAL, SUPPLIES & SERVICES					
	TOTAL MATERIALS, SUPPLIES & SERVICES	-	-	-	-	-
	CAPITAL OUTLAY					
	TOTAL CAPITAL OUTLAY	-	-	-	-	-
	GRAND TOTAL	111,220	-	-	100,000	-

FIELD SERVICES
DIVISION 223041



**Annual Budget
Fiscal Year 2012-13**



**PUBLIC SAFETY
INVESTIGATIONS
103042**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
	SALARIES AND BENEFITS					
5001	Full-time Salaries	989,891	1,031,410	1,031,410	907,860	1,013,440
5005	Part-time Salaries	98,796	162,270	162,270	70,370	-
5015	Overtime	131,461	100,000	100,000	200,000	100,000
5020	Leave Accrual Payout	10,642	-	-	115,020	-
5021	Extraordinary Leave Buydown	2,397	-	-	29,390	-
5105	Health Allocation	144,449	147,620	147,620	161,500	153,370
5110	Life Allocation	2,649	2,580	2,580	2,110	2,030
5115	Dental Allocation	6,483	12,390	12,390	13,600	12,880
5120	Optical Allocation	2,819	2,540	2,540	2,710	2,620
5125	Long-term Disability Insurance	14,767	7,440	7,440	4,430	4,210
5135	Medicare	17,750	19,100	19,100	16,440	16,710
5140	Employers' Social Security	1,877	10,060	10,060	4,370	-
5141	Employers' PARS/ARS	3,780	-	-	-	-
5145	Retirement Annuity	450,319	457,370	457,370	486,440	473,180
5170	Sick Leave Buy Back	9,804	9,900	9,900	10,940	11,000
5175	Vacation Leave Buy Back	13,216	13,300	13,300	27,840	28,000
	TOTAL SALARIES AND BENEFITS	1,901,100	1,975,980	1,975,980	2,053,020	1,817,440
	MATERIAL, SUPPLIES & SERVICES					
6134	Vehicle Repair & Maintenance	8	-	-	-	-
6165	Vehicle Rental	23,118	24,100	24,100	23,200	27,500
6235	Travel and Meetings	44	1,000	1,000	1,000	2,000
6245	Meeting and Conferences	2,058	2,000	2,000	2,100	2,100
6250	Staff Training	5,320	7,500	7,500	7,500	10,000
6255	Dues and Memberships	350	400	400	350	350
6299	Other Purchased Services	1,289	1,500	1,500	1,300	1,500
6301	Special Department Supplies	2,038	3,500	3,500	2,050	2,000
6350	Small Tools & Equipment	391	-	-	-	-
6360	Uniforms	3,062	5,000	5,000	2,700	2,000
	TOTAL MATERIALS, SUPPLIES & SERVICE	37,678	45,000	45,000	40,200	47,450
	CAPITAL OUTLAY					
	TOTAL CAPITAL OUTLAY	-	-	-	-	-
	GRAND TOTAL	1,938,778	2,020,980	2,020,980	2,093,220	1,864,890

INVESTIGATIONS

DIVISION 103042

SALARIES AND BENEFITS:

- 5001 Full-time Salaries
Provides for a full-time position in the division
- 5015 Overtime
Provides for overtime for personnel in the division
- 5105 Health Allocation
Provides for Medical Insurance for eligible city officials and employees
- 5110 Life Allocation
Provides for Life Insurance for eligible city officials and employees
- 5115 Dental Allocation
Provides for Dental Insurance for eligible city officials and employees
- 5120 Optical Allocation
Provides for Optical Insurance for eligible city officials and employees
- 5125 Long-Term Disability Insurance
Provides for Long-Term Disability for eligible city officials and employees
- 5135 Medicare
Provides for the employer share of Medicare
- 5145 Retirement Annuity
Provides for a retirement plan for eligible city officials and employees

INVESTIGATIONS

DIVISION 103042

SALARIES AND BENEFITS continued:

5170 Sick Leave Buy Back

Provides for annual buy back of sick leave hours in excess of 432 hour base for all full-time employees. Buy back value is based upon years of services as follows:

- A) Employee with three (3) to six (6) years of service receives a buy back value of 45% of hours in excess of 432.
- B) Employee with six (6) to nine (9) years of service receives a buy back value of 55% of hours in excess of 432.
- C) Employee with nine (9) to twenty (20) years of service receives a buy back value of 70% of hours in excess of 432.
- D) Employee with over twenty (20) years of service receives a buy back value of 75% of hours in excess of 432.

5175 Vacation Leave Buy Back

Provides for annual buy back of leave hours in excess of 120 hour base for all full-time employees

MATERIAL, SUPPLIES & SERVICES:

6165 Vehicle Rental

Provides for the leasing four (4) vehicles to be used as undercover vehicles

6235 Travel

Provides for investigations travel expenses for major cases out of town or out of state

6245 Meetings and Conferences

Provides for meetings and conferences

6250 Staff Training

Provides for mandated staff training, including POST requirements, legislative mandates and ICI core courses in investigation

INVESTIGATIONS

DIVISION 103042

MATERIAL, SUPPLIES & SERVICES continued:

- 6255 Dues and Memberships
Provides for dues and memberships to the California Narcotics Officers Association, California Homicide Investigation Association, and Orange County Gang Investigation Association.

- 6299 Other Purchased Services
Provides for GPS and tracking software and records retrieval

- 6301 Special Department Supplies
Provides for investigation undercover equipment, long distance support for moving surveillance for homicide, gang investigations and miscellaneous supplies

- 6360 Uniforms
Provides for uniforms, patches for division. New hires uniforms and equipment are accounted for in this account.



**Annual Budget
Fiscal Year 2012-13**



**PUBLIC SAFETY
INVESTIGATIONS
503042**

		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
MISCELLANEOUS GRANT						
	SALARIES AND BENEFITS					
5001	Full-time Salaries	-	-	-	-	87,440
5105	Health Allocation	-	-	-	-	12,040
5110	Life Allocation	-	-	-	-	140
5115	Dental Allocation	-	-	-	-	1,140
5120	Optical Allocation	-	-	-	-	180
5125	Long-term Disability Insurance	-	-	-	-	350
5135	Medicare	-	-	-	-	1,270
5145	Retirement Annuity	-	-	-	-	44,340
5170	Sick Leave Buy Back	-	-	-	-	-
5175	Vacation Leave Buy Back	-	-	-	-	-
	TOTAL SALARIES AND BENEFITS	-	-	-	-	146,900
	MATERIAL, SUPPLIES & SERVICES					
	TOTAL MATERIALS, SUPPLIES & SERVICE	-	-	-	-	-
	CAPITAL OUTLAY					
	TOTAL CAPITAL OUTLAY	-	-	-	-	-
	GRAND TOTAL	-	-	-	-	146,900

**MISCELLANEOUS
GRANT
DIVISION 503042**

SALARIES AND BENEFITS:

- 5001 Full-time Salaries
Provides for a full-time position in the division

- 5105 Health Allocation
Provides for Medical Insurance for eligible city officials and employees

- 5110 Life Allocation
Provides for Life Insurance for eligible city officials and employees

- 5115 Dental Allocation
Provides for Dental Insurance for eligible city officials and employees

- 5120 Optical Allocation
Provides for Optical Insurance for eligible city officials and employees

- 5125 Long-Term Disability Insurance
Provides for Long-Term Disability for eligible city officials and employees

- 5135 Medicare
Provides for the employer share of Medicare

- 5145 Retirement Annuity
Provides for a retirement plan for eligible city officials and employees



**Annual Budget
Fiscal Year 2012-13**



**PUBLIC SAFETY
SUPPORT SERVICES
103043**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
5001	Full-time Salaries	780,457	828,830	828,830	840,220	836,020
5005	Part-time Salaries	121,308	197,180	197,180	134,000	77,730
5015	Overtime	63,273	45,000	45,000	46,000	45,000
5020	Leave Accrual Payout	-	-	-	-	-
5021	Extraordinary Leave Buydown	2,809	-	-	-	-
5105	Health Allocation	114,360	127,070	127,070	128,800	131,560
5110	Life Allocation	4,436	3,250	3,250	2,050	2,110
5115	Dental Allocation	6,172	12,050	12,050	10,020	10,320
5120	Optical Allocation	2,160	2,150	2,150	2,040	2,100
5125	Long-term Disability Insurance	10,145	6,260	6,260	3,460	3,560
5135	Medicare	12,779	15,600	15,600	14,800	13,910
5140	Employers' Social Security	-	10,370	10,370	8,310	4,820
5141	Employers' PARS/ARS	4,361	-	-	-	-
5145	Retirement Annuity	64,967	73,790	73,790	80,230	74,840
5162	Dental Insurance Premiums	1,405	-	-	-	-
5170	Sick Leave Buy Back	4,113	4,200	4,200	2,550	4,200
5175	Vacation Leave Buy Back	7,480	7,500	7,500	4,710	7,500
TOTAL SALARIES AND BENEFITS		1,200,225	1,333,250	1,333,250	1,277,190	1,213,670
MATERIAL, SUPPLIES & SERVICES						
6099	Other Professional Services	85,717	88,550	88,550	88,000	115,000
6127	Alarm Monitoring	1,226	2,400	2,400	-	-
6137	Repair/Maint Equipment	52,158	60,000	60,000	54,975	60,000
6160	Facility Rental	4,166	4,300	4,300	4,200	4,200
6162	Range Training	5,150	6,500	6,500	6,500	6,500
6175	Office Equipment Rental	122	-	-	-	-
6245	Meeting and Conferences	866	500	500	320	400
6250	Staff Training	2,623	4,000	4,000	5,900	6,000
6255	Dues and Memberships	90	100	100	80	80
6290	Department Contract Services	23,600	24,600	24,600	23,600	25,700
6299	Other Purchased Services	12,452	14,000	14,000	14,950	15,000
6301	Special Department Supplies	24,724	30,000	30,000	29,200	27,000
6350	Small Tools & Furnishings	1,830	2,500	2,500	1,850	2,000
6355	Small Furniture & Fixture	27	1,000	1,000	450	-
6360	Uniforms	4,611	6,000	6,000	5,875	6,000
TOTAL MATERIALS, SUPPLIES & SERVICES		219,362	244,450	244,450	235,900	267,880
CAPITAL OUTLAY						
6855	Furniture & Fixture	-	-	-	-	4,500
TOTAL CAPITAL OUTLAY		-	-	-	-	4,500
GRAND TOTAL		1,419,587	1,577,700	1,577,700	1,513,090	1,486,050

SUPPORT SERVICES

DIVISION 103043

SALARIES AND BENEFITS:

- 5001 Full-time Salaries
Provides for a full-time position in the division
- 5005 Part-time Salaries
Provides for part-time positions in the division
- 5015 Overtime
Provides for overtime for personnel in the division
- 5105 Health Allocation
Provides for Medical Insurance for eligible city officials and employees
- 5110 Life Allocation
Provides for Life Insurance for eligible city officials and employees
- 5115 Dental Allocation
Provides for Dental Insurance for eligible city officials and employees
- 5120 Optical Allocation
Provides for Optical Insurance for eligible city officials and employees
- 5125 Long-Term Disability Insurance
Provides for Long-Term Disability for eligible city officials and employees
- 5135 Medicare
Provides for the employer share of Medicare
- 5140 Employer's Social Security
Provides for the employer share of Social Security
- 5145 Retirement Annuity
Provides for a retirement plan for eligible city officials and employees

SUPPORT SERVICES

DIVISION 103043

SALARIES AND BENEFITS continued:

5170 Sick Leave Buy Back

Provides for annual buy back of sick leave hours in excess of 432 hour base for all full-time employees. Buy back value is based upon years of services as follows:

- A) Employee with three (3) to six (6) years of service receives a buy back value of 45% of hours in excess of 432.
- B) Employee with six (6) to nine (9) years of service receives a buy back value of 55% of hours in excess of 432.
- C) Employee with nine (9) to twenty (20) years of service receives a buy back value of 70% of hours in excess of 432.
- D) Employee with over twenty (20) years of service receives a buy back value of 75% of hours in excess of 432.

5175 Vacation Leave Buy Back

Provides for annual buy back of leave hours in excess of 120 hour base for all full-time employees

MATERIAL, SUPPLIES & SERVICES:

6099 Other Professional Services

Provides for the following professional services:

Capture Technology Voice Logger	\$4,750
Scientia MDC Service Annual	\$16,000
ILJAOJ JPA	\$14,560
LPR Service Agreement	\$2,000
Computer Aided Design maintenance agreement	\$36,580
Records Management System maintenance agreement	\$12,495
ILJ Date Replication Interface	\$1,985
Trackers Barcode	\$5,000
Response Mobile CAD	\$19,300
Netmotion Wireless	\$1,800
Total	\$114,470

SUPPORT SERVICES

DIVISION 103043

MATERIAL, SUPPLIES & SERVICES:

- 6137 Repair/Maintenance Equipment
Provides for maintenance of communication equipment and security door system
- 6160 Facility Rental
Provides for shooting range rental and range supplies
- 6162 Range Training
Provides for ammunition costs for regular qualification and training for most firearms and rifles
- 6245 Meetings and Conferences
Provides for meetings and conferences
- 6250 Staff Training
Provides for mandated staff training, including POST requirements, legislative mandates and other training courses
- 6255 Dues and Memberships
Provides for dues and memberships with the California Law Enforcement of Records Supervisors, California Association of Property and Evidence Officers

SUPPORT SERVICES
DIVISION 103043

MATERIAL, SUPPLIES & SERVICES continued:

- 6290 Department Contract Services
Provides for court liaison services contract with La Habra Police Department
- 6299 Other Purchased Services
Provides for teletype agreement, radio repair, AED support and bio hazardous removal fees
- 6301 Special Department Supplies
Provides for special department supplies for the division
- 6350 Small Tools & Equipment
Provides for departmental small tools and equipment
- 6360 Uniforms
Provides for uniforms for staff

CAPITAL OUTLAY:

- 6855 Furniture & Fixture
Provides for office equipment replacement for Records and Dispatch or Report Writing Room



**Annual Budget
Fiscal Year 2012-13**



**PUBLIC SAFETY
FIRE & PARAMEDIC SERVICES
103044**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
TOTAL SALARIES AND BENEFITS						
MATERIAL, SUPPLIES & SERVICES						
6099	Other Professional Services	6,192	-	-	-	20,000
6130	Repair & Maintenance Facilities	6,193	20,000	20,000	20,000	20,000
6190	Fire Authority Services	4,579,720	4,868,590	4,868,590	4,868,590	4,957,713
TOTAL MATERIALS, SUPPLIES & SERVICES		4,592,105	4,888,590	4,888,590	4,888,590	4,977,713
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		4,592,105	4,888,590	4,888,590	4,888,590	4,977,713

FIRE & PARAMEDIC SERVICES

DIVISION 103044

MATERIAL, SUPPLIES & SERVICES:

6130 Repair & Maintenance Facilities

Provides for facilities maintenance cost. Currently there are two (2) stations, Station 34 and 35.

6190 Fire Authority Services

Provides for Orange County Fire Authority (OCFA) fire and paramedic services to the City



**Annual Budget
Fiscal Year 2012-13**



**PUBLIC SAFETY
ANIMAL CONTROL
103045**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
	SALARIES AND BENEFITS					
	TOTAL SALARIES AND BENEFITS					
	MATERIAL, SUPPLIES & SERVICES					
6280	Animal Control Services	83,949	110,000	110,000	85,500	100,000
	TOTAL MATERIALS, SUPPLIES & SERVICES	83,949	110,000	110,000	85,500	100,000
	CAPITAL OUTLAY					
	TOTAL CAPITAL OUTLAY	-	-	-	-	-
	GRAND TOTAL	83,949	110,000	110,000	85,500	100,000

ANIMAL CONTROL

DIVISION 103045

MATERIAL, SUPPLIES & SERVICES:

6280 Animal Control Services

Provides for animal control services per agreement with County of Orange



**Annual Budget
Fiscal Year 2012-13**



**ENGINEERING SERVICES
ADMINISTRATION
103550**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
5001	Full-time Salaries	152,787	141,640	141,640	140,770	160,730
5005	Part-time Salaries	9,880	27,450	27,450	15,000	-
5015	Overtime	499	2,500	2,500	500	2,500
5020	Leave Accrual Payout	10,257	-	-	7,610	-
5021	Extraordinary Leave Buydown	-	-	-	2,120	-
5105	Health Allocation	19,259	23,710	23,710	32,030	39,340
5110	Life Allocation	641	620	620	340	410
5115	Dental Allocation	1,042	1,130	1,130	930	1,150
5120	Optical Allocation	333	420	420	510	600
5125	Long-term Disability Insurance	1,449	1,200	1,200	570	680
5135	Medicare	2,551	2,560	2,560	2,270	2,370
5140	Employers' Social Security	-	1,700	1,700	570	-
5141	Employers' PARS/ARS	216	-	-	-	-
5145	Retirement Annuity	12,167	13,470	13,470	13,440	15,480
5163	Life Insurance Premiums	-	-	-	-	-
5170	Sick Leave Buy Back	2,564	2,600	2,600	2,120	2,600
5175	Vacation Leave Buy Back	2,119	2,200	2,200	1,540	2,200
TOTAL SALARIES AND BENEFITS		215,764	221,200	221,200	220,320	228,060
MATERIAL, SUPPLIES & SERVICES						
6015	Engineering Services	90,896	205,000	205,000	170,000	170,000
6135	Repair/Maint Off Furniture & Equipment	341	500	500	350	500
6230	Printing and Binding	8,155	3,000	3,500	3,500	500
6245	Meeting and Conferences	2,097	3,500	3,000	1,000	2,000
6250	Staff Training	478	-	-	-	-
6255	Dues and Memberships	2,002	2,500	2,500	1,000	1,500
6290	Department Contract Services	-	-	-	-	36,000
6315	Office Supplies	1,396	2,500	2,500	2,000	2,000
6320	Books and Periodicals	-	800	800	-	500
6325	Postage	652	800	800	400	400
6350	Small Tools & Furnishings	-	100	100	-	-
TOTAL MATERIALS, SUPPLIES & SERVICES		106,017	218,700	218,700	178,250	213,400
CAPITAL OUTLAY						
6845	Office Equipment	5,625	-	-	-	-
TOTAL CAPITAL OUTLAY		5,625	-	-	-	-
GRAND TOTAL		327,406	439,900	439,900	398,570	441,460

ADMINISTRATION
DIVISION 103550

SALARIES AND BENEFITS:

- 5001 Full-time Salaries
Provides for a full-time position in the division

- 5015 Overtime
Provides for overtime for personnel in the division

- 5105 Health Allocation
Provides for Medical Insurance for eligible city officials and employees

- 5110 Life Allocation
Provides for Life Insurance for eligible city officials and employees

- 5115 Dental Allocation
Provides for Dental Insurance for eligible city officials and employees

- 5120 Optical Allocation
Provides for Optical Insurance for eligible city officials and employees

- 5125 Long-Term Disability Insurance
Provides for Long-Term Disability for eligible city officials and employees

- 5135 Medicare
Provides for the employer share of Medicare

- 5145 Retirement Annuity
Provides for a retirement plan for eligible city officials and employees

ADMINISTRATION
DIVISION 103550

SALARIES AND BENEFITS continued:

5170 Sick Leave Buy Back

Provides for annual buy back of sick leave hours in excess of 432 hour base for all full-time employees. Buy back value is based upon years of services as follows:

- A) Employee with three (3) to six (6) years of service receives a buy back value of 45% of hours in excess of 432.
- B) Employee with six (6) to nine (9) years of service receives a buy back value of 55% of hours in excess of 432.
- C) Employee with nine (9) to twenty (20) years of service receives a buy back value of 70% of hours in excess of 432.
- D) Employee with over twenty (20) years of service receives a buy back value of 75% of hours in excess of 432.

5175 Vacation Leave Buy Back

Provides for annual buy back of leave hours in excess of 120 hour base for all full-time employees

MATERIAL, SUPPLIES & SERVICES:

6015 Engineering Services

Provides for the Traffic Engineer, consultant Civil Engineer and professional services (On-Call Consultants) for miscellaneous engineering work to include plan checking, preparation of plans, environmental work, special studies, street maintenance activities, and additional engineering needs.

6135 Repair/Maintenance Office Furniture & Equipment

Provides for repair/maintenance of office equipment

6230 Printing and Binding

Provides for copying, printing and binding drawings, specifications, maps, reports and other documents

ADMINISTRATION

DIVISION 103550

MATERIAL, SUPPLIES & SERVICES continued:

- 6245 Meetings and Conferences
Provides for meetings and conferences. This account includes funds for the attendance at the League of California Cities Officers Institute and Mini Expo, Maintenance Superintendents Association, various Caltrans and OCTA meetings.

- 6255 Dues and Memberships
Provides for dues and memberships with American Public Works Association, Orange County City Engineers Association, Maintenance Superintendents Association

- 6290 Department Contract Services
Provides for engineering contract services

- 6315 Office Supplies
Provides for office supplies to be used by Maintenance and Engineering

- 6320 Book and Periodicals
Provides for new Cal-OSHA Safety Rules and Regulations, as well as "Green Book" Standard Specifications for Public Works Construction

- 6325 Postage
Provides for postage and related mailing expenses



**Annual Budget
Fiscal Year 2012-13**



**ENGINEERING SERVICES
ENGINEERING
103551**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
5001	Full-time Salaries	144	-	-	-	-
5005	Part-time Salaries	1,797	-	-	-	-
5015	Overtime	-	-	-	-	-
5105	Health Allocation	892	-	-	-	-
5110	Life Allocation	33	-	-	-	-
5115	Dental Allocation	32	-	-	-	-
5120	Optical Allocation	-	-	-	-	-
5125	Long-term Disability Insurance	75	-	-	-	-
5135	Medicare	137	-	-	-	-
5140	Employers' Social Security	111	-	-	-	-
5145	Retirement Annuity	1,169	-	-	-	-
TOTAL SALARIES AND BENEFITS		4,391	-	-	-	-
MATERIAL, SUPPLIES & SERVICES						
TOTAL MATERIALS, SUPPLIES & SERVICES		-	-	-	-	-
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		4,391	-	-	-	-

**FISCAL YEAR 2012-13
ENGINEERING SERVICES
ENGINEERING**

ENGINEERING
DIVISION 103551

Effective Fiscal Year 2009-10, all activities are recorded in Division Administration (103550).



**Annual Budget
Fiscal Year 2012-13**



**PUBLIC WORKS
STREET/CURB/GUTTER
103552**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
TOTAL SALARIES AND BENEFITS		-	-	-	-	-
MATERIAL, SUPPLIES & SERVICES						
6330	Electricity	29,082	-	-	-	-
TOTAL MATERIALS, SUPPLIES & SERVICES		29,082	-	-	-	-
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		29,082	-	-	-	-

STREET/CURB/GUTTER
DIVISION 103552

Effective Fiscal Year 2009-10, all activities are recorded in Department Maintenance Services (103652).



**Annual Budget
Fiscal Year 2012-13**



**PUBLIC WORKS
PARK MAINTENANCE
103555**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
5005	Part-time Salaries	24,190	-	-	-	-
5135	Medicare	351	-	-	-	-
5141	Employers' PARS/ARS	907	-	-	-	-
TOTAL SALARIES AND BENEFITS		25,448	-	-	-	-
MATERIAL, SUPPLIES & SERVICES						
TOTAL MATERIALS, SUPPLIES & SERVICES		-	-	-	-	-
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		25,448	-	-	-	-

PARK MAINTENANCE
DIVISION 103555

Effective Fiscal Year 2009-10, all activities are recorded in Department Maintenance Services (103655).



**Annual Budget
Fiscal Year 2012-13**



**ENGINEERING SERVICES
SEWERS
483556**

SEWER MAINTENANCE		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
5001	SALARIES AND BENEFITS Full-time Salaries	425	-	-	-	-
TOTAL SALARIES AND BENEFITS		425	-	-	-	-
MATERIAL, SUPPLIES & SERVICES						
6017	Special Studies	-	-	-	-	-
6120	R & M/Sewers/Storm Drains	19,026	-	-	-	-
TOTAL MATERIALS, SUPPLIES & SERVICES		19,026	-	-	-	-
6895	CAPITAL OUTLAY Depreciation	511,281	-	-	-	-
TOTAL CAPITAL OUTLAY		511,281	-	-	-	-
GRAND TOTAL		530,732	-	-	-	-

**FISCAL YEAR 2012-13
ENGINEERING SERVICES
SEWERS**

SEWERS
DIVISION 483556

Effective Fiscal Year 2009-10, all activities are recorded in Environmental Services Department (494356).



**Annual Budget
Fiscal Year 2012-13**

**PUBLIC WORKS
COMPRESSED NATURAL GAS STATION
383559**

CNG FUELING STATION		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
TOTAL SALARIES AND BENEFITS		-	-	-	-	-
MATERIAL, SUPPLIES & SERVICES						
6025	Third Party Administrator	1,748	-	-	-	-
6040	Misc Bank Charges	398	-	-	-	-
6137	Repair Maintenance/Equipment	-	-	-	-	-
6330	Electricity	6,285	-	-	-	-
TOTAL MATERIALS, SUPPLIES & SERVICES		8,431	-	-	-	-
CAPITAL OUTLAY						
6940	Payments to Other Agencies	95,123	-	-	-	-
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		8,431	-	-	-	-

FISCAL YEAR 2012-13
PUBLIC WORKS
COMPRESSED NATURAL GAS STATION

CNG FUND
DIVISION 383559

Effective Fiscal Year 2009-10, all activities are recorded in Environmental Services (384359).



**Annual Budget
Fiscal Year 2012-13**



**ENGINEERING SERVICES
PLACENTIA LIGHT DISTRICT
286560**

STREET LIGHTING DISTRICT		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
TOTAL SALARIES AND BENEFITS						
MATERIAL, SUPPLIES & SERVICES						
6005	Legal Services	-	1,200	1,200	-	1,200
6015	Engineering Services	3,260	7,500	7,500	7,500	7,500
6017	Special Studies	3,741	-	-	-	-
6130	Repair/Maintenance Facilities	3,250	-	-	5,000	20,000
6295	City Administration Services	-	8,500	8,500	-	8,500
6325	Postage	-	500	500	-	500
6330	Electricity	326,968	343,000	343,000	343,000	343,000
TOTAL MATERIALS, SUPPLIES & SERVICES		337,219	360,700	360,700	355,500	380,700
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		337,219	360,700	360,700	355,500	380,700

PLACENTIA LIGHTING DISTRICT

DIVISION 286560

MATERIAL, SUPPLIES & SERVICES:

- 6005 Legal Services
Provides for legal services in support of the annual renewal of the Placentia Street Lighting District. Legal fees include preparation of resolution, review of documentation and conformance to existing laws
- 6015 Engineering Services
Provides for contract engineering services
- 6130 Repair/Maint Facilities
Provides for maintenance of 14 City owned Santa Fe Street Lights
- 6295 City Administration Services
Provides for annual administration services
- 6325 Postage
Provides for postage for mailings
- 6330 Electricity
Provides for the allocated cost associated with electricity services



**Annual Budget
Fiscal Year 2012-13**

**ENGINEERING SERVICES
LANDSCAPE MAINTENANCE DISTRICT
296561**

LANDSCAPE MAINTENANCE DISTRICT		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
5001	Full-time Salaries	86,218	102,350	102,350	89,010	85,080
5015	Overtime	2,378	-	-	1,500	2,500
5020	Leave Accrual Payout	-	-	-	230	-
5021	Extraordinary Leave Buydown	-	-	-	360	-
5105	Health Allocation	19,257	23,560	23,560	20,200	20,790
5110	Life Allocation	310	620	620	220	210
5115	Dental Allocation	829	1,950	1,950	1,210	1,130
5120	Optical Allocation	363	430	430	340	330
5125	Long-term Disability Insurance	757	820	820	370	360
5135	Medicare	1,216	1,530	1,530	1,400	1,360
5145	Retirement Annuity	7,123	8,920	8,920	8,250	7,940
5170	Sick Leave Buy Back	-	410	410	-	410
5175	Vacation Leave Buy Back	717	800	800	760	800
TOTAL SALARIES AND BENEFITS		118,451	140,590	140,590	123,090	120,110
MATERIAL, SUPPLIES & SERVICES						
6005	Legal Services	-	1,500	1,500	-	1,500
6015	Engineering Services	3,958	6,500	6,500	6,500	6,500
6017	Special Studies	-	10,000	10,000	-	10,000
6099	Other Professional Services	2,750	-	-	-	-
6115	Landscaping	-	140,000	140,000	140,000	140,000
6130	Repair/Maintenance Facilities	-	20,000	20,000	10,000	20,000
6185	Construction Services	-	100,000	100,000	100,000	100,000
6215	Telephone	5,445	5,000	5,000	15,000	15,000
6225	Advertising	-	500	500	-	500
6295	City Administration Services	-	25,000	25,000	-	25,000
6330	Electricity	8,167	20,000	20,000	30,000	30,000
6335	Water	118,472	156,000	156,000	156,000	156,000
TOTAL MATERIALS, SUPPLIES & SERVICES		138,792	484,500	484,500	457,500	504,500
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		257,243	625,090	625,090	580,590	624,610

LANDSCAPE MAINTENANCE DISTRICT

DIVISION 296561

SALARIES AND BENEFITS:

- 5001 Full-time Salaries
Provides for full-time positions in the division
- 5015 Overtime
Provides for overtime in the division
- 5105 Health Allocation
Provides for Medical Insurance for eligible city officials and employees
- 5110 Life Allocation
Provides for Life Insurance for eligible city officials and employees
- 5115 Dental Allocation
Provides for Dental Insurance for eligible city officials and employees
- 5120 Optical Allocation
Provides for Optical Insurance for eligible city officials and employees
- 5125 Long-Term Disability Insurance
Provides for Long-Term Disability for eligible city officials and employees
- 5135 Medicare
Provides for the employer share of Medicare
- 5145 Retirement Annuity
Provides for a retirement plan for eligible city officials and employees

LANDSCAPE MAINTENANCE DISTRICT

DIVISION 296561

SALARIES AND BENEFITS continued:

5170 Sick Leave Buy Back

Provides for annual buy back of sick leave hours in excess of 432 hour base for all full-time employees. Buy back value is based upon years of services as follows:

- A) Employee with three (3) to six (6) years of service receives a buy back value of 45% of hours in excess of 432.
- B) Employee with six (6) to nine (9) years of service receives a buy back value of 55% of hours in excess of 432.
- C) Employee with nine (9) to twenty (20) years of service receives a buy back value of 70% of hours in excess of 432.
- D) Employee with over twenty (20) years of service receives a buy back value of 75% of hours in excess of 432.

5175 Vacation Leave Buy Back

Provides for annual buy back of leave hours in excess of 120 hours base for all full-time employees

MATERIAL, SUPPLIES & SERVICES:

6005 Legal Services

Provides for legal services for the division

6015 Engineering Services

Provides for contract engineering services.

6017 Special Studies

Provides for Water Conservation Project/Design usage analysis.

6115 Landscaping

Provides for landscape maintenance services and irrigation/landscape repairs.

6130 Repair/Maintenance Facilities

Provides for repairs and maintenance of City owned facilities.

LANDSCAPE MAINTENANCE DISTRICT

DIVISION 296561

MATERIAL, SUPPLIES & SERVICES continued:

- 6185 Construction Services
Provides for construction of City's Water Conservation Program Project. Construction will include update water efficient irrigation systems, xeriscaped parkways, medians, artificial grass, and new plant materials.
- 6215 Telephone
Provides for the allocated cost associated with telephone and cellular services. This account has been transferred to the Non-Departmental Department.
- 6225 Advertising
Provides for legal advertising expenses required by law for public hearing notices
- 6295 City Administration Services
Provides for annual administration services
- 6330 Electricity
Provides for the allocated cost associated with electricity services. This account has been transferred to the Non-Departmental Department.
- 6335 Water
Provides for the allocated cost associated with water services. This account has been transferred to the Non-Departmental Department.



**Annual Budget
Fiscal Year 2012-13**



**MAINTENANCE SERVICES
ADMINISTRATION
103650**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
	SALARIES AND BENEFITS					
5001	Full-time Salaries	656,255	703,120	703,120	663,900	626,000
5005	Part-time Salaries	-	20,000	20,000	-	20,000
5015	Overtime	23,981	25,000	25,000	25,000	25,000
5021	Extraordinary Leave Buydown	1,508	-	-	2,700	-
5105	Health Allocation	149,783	169,830	169,830	152,030	156,280
5110	Life Allocation	2,458	3,040	3,040	1,650	1,580
5115	Dental Allocation	6,628	13,670	13,670	10,000	9,440
5120	Optical Allocation	2,843	3,030	3,030	2,560	2,500
5125	Long-term Disability Insurance	5,685	5,490	5,490	2,810	2,690
5135	Medicare	9,458	11,360	11,360	530	10,360
5145	Retirement Annuity	53,964	64,450	64,450	61,040	58,250
5163	Life Insurance Premium	2,818	950	950	2,600	2,600
5170	Sick Leave Buy Back	12,996	13,000	13,000	12,560	13,000
5175	Vacation Leave Buy Back	6,440	6,500	6,500	4,680	6,500
	TOTAL SALARIES AND BENEFITS	934,817	1,039,440	1,039,440	942,060	934,200
	MATERIAL, SUPPLIES & SERVICES					
6135	Repair/Maint Off Furniture & Equipment	-	500	500	-	-
6301	Special Department Supplies	107	-	-	-	-
6315	Office Supplies	517	1,000	1,000	2,100	2,000
6325	Postage	147	-	-	-	-
6355	Small Furniture & Fixture	-	1,000	1,000	200	200
6360	Uniforms	14,181	12,000	12,000	15,000	16,500
	TOTAL MATERIALS, SUPPLIES & SERVICES	14,952	14,500	14,500	17,300	18,700
	CAPITAL OUTLAY					
	TOTAL CAPITAL OUTLAY	-	-	-	-	-
	GRAND TOTAL	949,769	1,053,940	1,053,940	959,360	952,900

ADMINISTRATION

DIVISION 103650

SALARIES AND BENEFITS:

- 5001 Full-time Salaries
Provides for a full-time position in the division
- 5005 Part-time Salaries
Provides for part-time salaries in the division
- 5015 Overtime
Provides for overtime in the division
- 5105 Health Allocation
Provides for Medical Insurance for eligible city officials and employees
- 5110 Life Allocation
Provides for Life Insurance for eligible city officials and employees
- 5115 Dental Allocation
Provides for Dental Insurance for eligible city officials and employees
- 5120 Optical Allocation
Provides for Optical Insurance for eligible city officials and employees
- 5125 Long-Term Disability Insurance
Provides for Long-Term Disability for eligible city officials and employees
- 5135 Medicare
Provides for the employer share of Medicare
- 5145 Retirement Annuity
Provides for a retirement plan for eligible city officials and employees
- 5163 Life Insurance Premiums
Provides for Life Insurance Premiums for eligible city officials and employees

ADMINISTRATION

DIVISION 103650

SALARIES AND BENEFITS continued:

5170 Sick Leave Buy Back

Provides for annual buy back of sick leave hours in excess of 432 hour base for all full-time employees. Buy back value is based upon years of services as follows:

- A) Employee with three (3) to six (6) years of service receives a buy back value of 45% of hours in excess of 432.
- B) Employee with six (6) to nine (9) years of service receives a buy back value of 55% of hours in excess of 432.
- C) Employee with nine (9) to twenty (20) years of service receives a buy back value of 70% of hours in excess of 432.
- D) Employee with over twenty (20) years of service receives a buy back value of 75% of hours in excess of 432.

5175 Vacation Leave Buy Back

Provides for annual buy back of leave hours in excess of 120 hours base for all full-time employees

MATERIAL, SUPPLIES & SERVICES:

6315 Office Supplies

Provides for office supplies

6355 Small Furniture and Fixtures

Provides for departmental small furniture and fixtures

6360 Uniforms

Provides for uniforms



**Annual Budget
Fiscal Year 2012-13**



**MAINTENANCE SERVICES
STREET MAINTENANCE
103652**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						-
TOTAL SALARIES AND BENEFITS		-	-	-	-	-
MATERIAL, SUPPLIES & SERVICES						
6099	Other Professional Services	106,832	125,000	125,000	164,620	164,620
6132	Repair & Maintenance/Streets	52,988	70,000	70,000	62,000	62,000
6170	Equipment & Tool Rental	103	1,000	1,000	250	1,000
6285	Hazardous Materials Disposal	1,257	3,000	3,000	1,500	1,500
6290	Department Contract Services	228,668	303,500	303,500	303,500	303,500
6301	Special Department Supplies	49,809	45,000	42,236	41,904	40,000
6305	Traffic Control Devices	23,741	15,000	15,000	2,000	7,500
6310	Street Signs	18,209	25,000	25,000	25,000	25,000
6350	Small Tools & Furnishing	1,099	1,500	1,500	6,499	1,500
TOTAL MATERIALS, SUPPLIES & SERVICES		482,706	589,000	586,236	607,273	606,620
CAPITAL OUTLAY						
6840	Machinery & Equipment	-	-	8,325	8,325	-
TOTAL CAPITAL OUTLAY		-	-	8,325	8,325	-
GRAND TOTAL		482,706	589,000	594,561	615,598	606,620

STREET MAINTENANCE

DIVISION 103652

MATERIAL, SUPPLIES & SERVICES:

- 6099 Other Professional Services
Provides for street maintenance activities that include, but not limited to traffic synchronization, traffic signal maintenance and supplemental safety measure maintenance
- 6132 Repair & Maintenance/Streets
Provides for in-house repairs and maintenance of streets and appurtenances
- 6170 Equipment & Tool Rental
Provides for rentals of a concrete mixer, tools and trailers
- 6285 Hazardous Materials Disposal
Provides for disposal of hazardous materials such as paint, asphalt oils, solvents, herbicides and pesticides
- 6290 Department Contract Services
Provides for street maintenance and repair contract services, as well as graffiti abatement, and the Melrose Pump Station
- 6301 Special Department Supplies
Provides for traffic paint, asphalt, concrete, traffic safety devices, sand, gravel, chemicals and other supplies
- 6305 Traffic Control Devices
Provides for cones, traffic barricades, parade barricades, caution tape, and road flares, signs and safety warning devices for schools

STREET MAINTENANCE

DIVISION 103652

MATERIAL, SUPPLIES & SERVICES continued:

6310 Street Signs

Provides for sign posts, signs and sign materials for streets, street sweeping, and schools

6350 Small Tools and Furnishings

Provides for tarps, shovels, lutes, brooms, hoes, rakes, hammers and other small tools



**Annual Budget
Fiscal Year 2012-13**



**MAINTENANCE SERVICES
PARK MAINTENANCE
103655**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
TOTAL SALARIES AND BENEFITS		-	-	-	-	-
MATERIAL, SUPPLIES & SERVICES						
6115	Landscaping	692,355	765,000	765,000	700,000	915,000
6130	Repair & Maintenance/Facilities	6,419	15,000	15,000	15,000	15,000
6170	Equipment & Tool Rental	420	1,000	1,000	500	1,000
6199	Other Purchased Property Services	13,067	-	-	-	-
6290	Department Contract Services	-	25,000	25,000	25,000	25,000
6301	Special Department Supplies	20,850	45,000	45,000	43,000	45,000
6350	Small Tools & Furnishing	3,203	5,000	5,000	5,000	5,000
TOTAL MATERIALS, SUPPLIES & SERVICES		736,314	856,000	856,000	788,500	1,006,000
CAPITAL OUTLAY						
6840	Machinery & Equipment	5,386	-	-	-	-
TOTAL CAPITAL OUTLAY		5,386	-	-	-	-
GRAND TOTAL		741,700	856,000	856,000	788,500	1,006,000

PARK MAINTENANCE

DIVISION 103655

MATERIAL, SUPPLIES & SERVICES:

- 6115 Landscaping
Provides for landscaping services for the parks, parkways, medians, and trees
- 6130 Repair & Maintenance/Facilities
Provides for repairs and maintenance of shelters, tables, benches, playgrounds, appurtenances, electrical and lighting
- 6170 Equipment & Tool Rental
Provides for rentals of cement mixers, heavy equipment and other equipment
- 6290 Department Contract Services
Provides for contract services for pest control, irrigations systems and technical consultants
- 6301 Special Department Supplies
Provides for chemicals, paint, plant material, janitorial supplies, flags and other supplies
- 6350 Small Tools and Furnishings
Provides for chain saws, hedge trimmers, edger, mowers, weed eaters, shovels, hoes, sprayers, brooms, and miscellaneous hand tools



**Annual Budget
Fiscal Year 2012-13**



**ENVIRONMENTAL SERVICES
ENVIRONMENTAL PLANNING
104315**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
TOTAL SALARIES AND BENEFITS		-	-	-	-	-
MATERIAL, SUPPLIES & SERVICES						
6240	Mileage Reimbursement	-	50	50	25	100
6245	Meetings and Conferences	-	100	100	100	200
6255	Dues and Memberships	-	150	150	125	150
6315	Office Supplies	-	200	200	200	200
6320	Books and Periodicals	-	50	50	50	50
6325	Postage	-	100	100	-	50
TOTAL MATERIALS, SUPPLIES & SERVICES		-	650	650	500	750
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		-	650	650	500	750

**ENVIRONMENTAL
PLANNING
DIVISION 104315**

MATERIAL, SUPPLIES & SERVICES:

- 6240 Mileage Reimbursement
Provides for mileage reimbursement

- 6245 Meetings and Conferences
Provides for staff to attend professional and regional meetings

- 6255 Dues and Memberships
Provides for membership to professional organizations (i.e. Groundwater Foundation and Blue Planet Foundation)

- 6315 Office Supplies
Provides for office supplies used to support activities related to waste disposal and recycling

- 6320 Books and Periodicals
Provides for professional publications and books

- 6325 Postage
Provides for postage for mailings



**Annual Budget
Fiscal Year 2012-13**



**ENVIRONMENTAL SERVICES
ENVIRONMENTAL PLANNING
504315**

		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
MISCELLANEOUS GRANTS						
SALARIES AND BENEFITS						
TOTAL SALARIES AND BENEFITS		-	-	-	-	-
MATERIAL, SUPPLIES & SERVICES						
6301	Special Department Supplies	(2,768)	60,000	60,000	30,000	60,000
6401	79538 Community Programs	-	-	-	-	44,000
TOTAL MATERIALS, SUPPLIES & SERVICES		(2,768)	60,000	60,000	30,000	104,000
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		(2,768)	60,000	60,000	30,000	104,000

**ENVIRONMENTAL
PLANNING**
DIVISION 504315

MATERIAL, SUPPLIES & SERVICES:

- 6301 Special Department Supplies
Provides for various environmental grant expenditures

- 6401 Community Programs
Provides for Senior Transportation program to the Senior Center. This program is funded by OCTA grant (80%) and AQMD funds (20%).



**Annual Budget
Fiscal Year 2012-13**



**ENVIRONMENTAL SERVICES
ENVIRONMENTAL PLANNING
194315**

	Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
AIR QUALITY MANAGEMENT DISTRICT					
SALARIES AND BENEFITS					
TOTAL SALARIES AND BENEFITS	-	-	-	-	-
MATERIAL, SUPPLIES & SERVICES					
6401 79538 Community Programs	-	15,000	15,000	15,000	11,000
TOTAL MATERIALS, SUPPLIES & SERVICES	-	15,000	15,000	15,000	11,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	-	-	-	-	-
GRAND TOTAL	-	15,000	15,000	15,000	11,000

ENVIRONMENTAL
PLANNING
DIVISION 194315

MATERIAL, SUPPLIES & SERVICES:

6401 Community Programs

Provides for Senior Transportation program to the Senior Center. This program is funded by OCTA grant (80%) and AQMD funds (20%).



**Annual Budget
Fiscal Year 2012-13**



**ENVIRONMENTAL SERVICES
REFUSE ADMINISTRATION
374386**

REFUSE ADMINISTRATION		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
5001	Full-time Salaries	115,437	99,610	99,610	100,290	102,460
5005	Part-time Salaries	16	10,000	10,000	5,000	10,000
5015	Overtime	7,849	-	-	-	-
5099	Other Salaries & Wages	16,487	-	-	-	-
5021	Extraordinary Leave Buydown	-	-	-	870	-
5105	Health Allocation	20,659	23,060	23,060	17,610	18,100
5110	Life Allocation	399	820	820	230	230
5115	Dental Allocation	924	2,260	2,260	1,240	1,280
5120	Optical Allocation	320	440	440	300	310
5125	Long-term Disability Insurance	1,027	1,080	1,080	400	410
5135	Medicare	1,821	1,640	1,640	1,570	1,640
5140	Employers' Social Security	-	620	620	190	380
5145	Retirement Annuity	9,484	9,040	9,040	9,300	9,580
5175	Vacation Leave Buy Back	2,971	3,000	3,000	-	-
TOTAL SALARIES AND BENEFITS		177,394	151,570	151,570	137,000	144,390
MATERIAL, SUPPLIES & SERVICES						
6001	Management Consulting Services	8,910	10,000	6,000	1,000	10,000
6005	Legal Services	785	15,000	15,000	-	-
6101	Disposal	2,261,966	2,383,500	2,383,500	2,383,500	2,455,005
6175	Office Equipment Rental	1,690	9,000	9,000	9,000	9,000
6230	Printing and Binding	-	500	500	100	500
6245	Meeting and conferences	-	3,000	3,000	1,000	1,000
6255	Dues and Membership	240	500	500	125	250
6257	License and Permit	56,850	80,000	80,000	70,000	80,000
6299	Other Purchased Services	5,119	-	4,000	4,000	4,000
6301	Special Department Supplies	53	4,500	4,500	1,500	1,500
6315	Office Supplies	6,940	12,000	12,000	10,000	10,000
6325	Postage	-	200	200	-	-
6360	Uniform	-	500	500	300	-
TOTAL MATERIALS, SUPPLIES & SERVICES		2,342,553	2,518,700	2,518,700	2,480,525	2,571,255
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		2,519,947	2,670,270	2,670,270	2,617,525	2,715,645

REFUSE ADMINISTRATION

DIVISION 374386

SALARIES AND BENEFITS:

- 5001 Full-time Salaries
Provides for a full-time position in the division
- 5005 Part-time Salaries
Provides for part-time positions in the division
- 5105 Health Allocation
Provides for Medical Insurance for eligible city officials and employees
- 5110 Life Allocation
Provides for Life Insurance for eligible city officials and employees
- 5115 Dental Allocation
Provides for Dental Insurance for eligible city officials and employees
- 5120 Optical Allocation
Provides for Optical Insurance for eligible city officials and employees
- 5125 Long-Term Disability Insurance
Provides for Long-Term Disability for eligible city officials and employees
- 5135 Medicare
Provides for the employer share of Medicare
- 5140 Employers' Social Security
Provides for the employer share of Social Security
- 5145 Retirement Annuity
Provides for employer contribution to CalPERS retirement plan for eligible city officials and employees

REFUSE ADMINISTRATION

DIVISION 374386

MATERIAL, SUPPLIES & SERVICES:

- 6001 Management Consulting Services
Provides to assist with environmental programs
- 6101 Disposal
Provides for payment to contract for processing and disposal of refuse
- 6175 Office Equipment Rental
Provides for rental of office equipment
- 6230 Printing and Binding
Provides for printing and binding of refuse materials
- 6245 Meeting and Conferences
Provides for meetings and conferences to be attended by staff
- 6255 Dues and Memberships
Provides for dues and memberships related to environmental programs
- 6257 License and Permit
Provides for payment of licenses and permits
- 6299 Other Purchased Services
Provides funds for document destruction and recycling
- 6301 Special Department Supplies
Provides for special programs, Teen Team stipends and special event supplies
- 6315 Office Supplies
Provides for purchase of recycled content office supplies



**Annual Budget
Fiscal Year 2012-13**



**ENVIRONMENTAL SERVICES
REFUSE MAINTENANCE
374387**

REFUSE ADMINISTRATION		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
5001	Full-time Salaries	66,145	65,360	65,360	64,370	66,470
5015	Overtime	2,079	-	-	-	-
5105	Health Allocation	11,012	11,580	11,580	11,710	12,070
5110	Life Allocation	192	230	230	120	130
5115	Dental Allocation	397	700	700	540	550
5120	Optical Allocation	200	210	210	160	160
5125	Long-term Disability Insurance	583	500	500	240	240
5135	Medicare	1,007	980	980	940	970
5145	Retirement Annuity	5,375	5,750	5,750	5,910	6,290
5163	Life Insurance Premiums	-	740	740	740	740
5170	Sick Leave Buy Back	1,837	1,900	1,900	1,790	1,900
5175	Vacation Leave Buy Back	-	-	-	-	-
TOTAL SALARIES AND BENEFITS		88,827	87,950	87,950	86,520	89,520
MATERIAL, SUPPLIES & SERVICES						
6099	Other Professional Services	169,999	175,000	175,000	175,000	175,000
6285	Hazardous Disposal	350	2,500	2,500	-	2,500
6301	Special Department Supplies	-	2,000	2,000	-	-
TOTAL MATERIALS, SUPPLIES & SERVICES		170,349	179,500	179,500	175,000	177,500
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		259,176	267,450	267,450	261,520	267,020

REFUSE MAINTENANCE

DIVISION 374387

SALARIES AND BENEFITS:

- 5001 Full-time Salaries
Provides for a full-time position in the division
- 5105 Health Allocation
Provides for Medical Insurance for eligible city officials and employees
- 5110 Life Allocation
Provides for Life Insurance for eligible city officials and employees
- 5115 Dental Allocation
Provides for Dental Insurance for eligible city officials and employees
- 5120 Optical Allocation
Provides for Optical Insurance for eligible city officials and employees
- 5125 Long-Term Disability Insurance
Provides for Long-Term Disability for eligible city officials and employees
- 5135 Medicare
Provides for the employer share of Medicare
- 5145 Retirement Annuity
Provides for employer contribution to CalPERS retirement plan for eligible city officials and employees
- 5163 Life Insurance Premiums
Provides for Life Insurance Premiums for eligible city official and employees

REFUSE ADMINISTRATION

DIVISION 374387

SALARIES AND BENEFITS continued:

5170 Sick Leave Buy Back

Provides for annual buy back of sick leave hours in excess of 432 hour base for all full-time employees. Buy back value is based upon years of services as follows:

- A) Employee with three (3) to six (6) years of service receives a buy back value of 45% of hours in excess of 432.
- B) Employee with six (6) to nine (9) years of service receives a buy back value of 55% of hours in excess of 432.
- C) Employee with nine (9) to twenty (20) years of service receives a buy back value of 70% of hours in excess of 432.
- D) Employee with over twenty (20) years of service receives a buy back value of 75% of hours in excess of 432.

MATERIAL, SUPPLIES & SERVICES:

6099 Other Professional Services

Provides for street sweeping services

6285 Hazardous Disposal

Provides for disposal of orphan waste



**Annual Budget
Fiscal Year 2012-13**

**ENVIRONMENTAL SERVICES
COMPRESSED NATURAL GAS STATION
384359**

CNG FUELING STATION		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
	SALARIES AND BENEFITS					
5001	Full-time Salaries	42,001	-	-	-	-
5015	Overtime	16	-	-	-	-
5020	Leave Accrual Payout	18,289	-	-	-	-
5105	Health Allocation	4,370	-	-	-	-
5110	Life Allocation	99	-	-	-	-
5115	Dental Allocation	240	-	-	-	-
5120	Optical Allocation	88	-	-	-	-
5125	Long-term Disability Insurance	388	-	-	-	-
5135	Medicare	921	-	-	-	-
5145	Retirement Annuity	3,506	-	-	-	-
5159	Medical Opt Out Plan	-	-	-	-	-
5170	Sick Leave Buy Back	-	-	-	-	-
5175	Vacation Leave Buy Back	874	-	-	-	-
	TOTAL SALARIES AND BENEFITS	70,792	-	-	-	-
	MATERIAL, SUPPLIES & SERVICES					
6099	Other Professional Services	10,470	15,000	15,000	-	15,000
6137	Repair Maintenance/Equipment	17,003	-	-	-	-
6301	Special Department Supplies	302	-	-	-	-
6330	Electricity	35,534	-	-	-	-
6340	Natural Gas	147,181	-	-	-	-
	TOTAL MATERIALS, SUPPLIES & SERVICES	210,490	15,000	15,000	-	15,000
	CAPITAL OUTLAY					
	TOTAL CAPITAL OUTLAY	-	-	-	-	-
	GRAND TOTAL	281,282	15,000	15,000	-	15,000

FISCAL YEAR 2012-13
ENVIRONMENTAL SERVICES
COMPRESSED NATURAL GAS STATION

CNG FUELING STATION

DIVISION 384359

MATERIAL, SUPPLIES & SERVICES:

6099 Other Professional Services

Provides for specialized services to repair, maintain, and upgrade CNG Station



**Annual Budget
Fiscal Year 2012-13**



**ENVIRONMENTAL SERVICES
SEWERS ADMINISTRATION
484356**

		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SEWER MAINTENANCE						
SALARIES AND BENEFITS						
5001	Full-time Salaries	118,926	103,070	103,070	67,000	59,850
5005	Part-time Salaries	9,880	2,820	2,820	23,960	-
5015	Overtime	6,522	2,000	2,000	2,000	-
5020	Leave Accrual Payout	1,140	-	-	7,620	-
5021	Extraordinary Leave Buydown	-	-	-	820	-
5105	Health Allocation	16,434	17,290	17,290	13,275	11,240
5110	Life Allocation	452	610	610	160	150
5115	Dental Allocation	750	1,520	1,520	500	440
5120	Optical Allocation	231	320	320	200	180
5125	Long-term Disability Insurance	1,091	960	960	280	260
5135	Medicare	1,979	1,560	1,560	480	870
5141	Employers' PARS/ARS	216	180	180	900	-
5145	Retirement Annuity	9,790	9,650	9,650	6,390	5,760
5170	Sick Leave Buy Back	-	310	310	-	310
5175	Vacation Leave Buy Back	1,398	1,400	1,400	750	1,400
TOTAL SALARIES AND BENEFITS		168,809	141,690	141,690	124,335	80,460
MATERIAL, SUPPLIES & SERVICES						
6015	Engineering Services	64,512	100,000	100,000	100,000	100,000
6017	Special Studies	8,846	15,000	15,000	15,000	15,000
6099	Other Professional Services	-	61,000	61,000	25,000	61,000
6250	Staff Training	-	2,500	2,500	-	2,500
6255	Dues & Memberships	538	750	750	550	750
6257	License and Permits	10,226	11,500	11,500	11,500	11,500
6297	Billing Services	-	35,000	35,000	35,000	35,000
6301	Special Department Supplies	2,142	2,500	2,500	-	2,500
6325	Postage	-	500	500	-	500
TOTAL MATERIALS, SUPPLIES & SERVICES		86,264	228,750	228,750	187,050	228,750
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		255,073	370,440	370,440	311,385	309,210

SEWER MAINTENANCE

DIVISION 484356

SALARIES AND BENEFITS:

- 5001 Full-time Salaries
Provides for full-time positions in the division

- 5105 Health Allocation
Provides for Medical Insurance for eligible city officials and employees

- 5110 Life Allocation
Provides for Life Insurance for eligible city officials and employees

- 5115 Dental Allocation
Provides for Dental Insurance for eligible city officials and employees

- 5120 Optical Allocation
Provides for Optical Insurance for eligible city officials and employees

- 5125 Long-Term Disability Insurance
Provides for Long-Term Disability for eligible city officials and employees

- 5135 Medicare
Provides for the employer share of Medicare

- 5145 Retirement Annuity
Provides for a retirement plan for eligible city officials and employees

SEWER MAINTENANCE

DIVISION 484356

SALARIES AND BENEFITS continued:

5170 Sick Leave Buy Back

Provides for annual buy back of sick leave hours in excess of 432 hour base for all full-time employees. Buy back value is based upon years of services as follows:

- A) Employee with three (3) to six (6) years of service receives a buy back value of 45% of hours in excess of 432.
- B) Employee with six (6) to nine (9) years of service receives a buy back value of 55% of hours in excess of 432.
- C) Employee with nine (9) to twenty (20) years of service receives a buy back value of 70% of hours in excess of 432.
- D) Employee with over twenty (20) years of service receives a buy back value of 75% of hours in excess of 432.

5175 Vacation Leave Buy Back

Provides for annual buy back of leave hours in excess of 120 hour base for all full-time employees

MATERIAL, SUPPLIES & SERVICES:

6015 Engineering Services

Provides for Contract Civil Engineering services to provide engineering staff augmentation for the analysis, design and implementation of sewer project. This account also provides consulting services for Sewer and Storm Drain compliance and Orange County Sanitation Cooperative Maintenance Agreement.

6017 Special Studies

Provides for studies related to fees, maintenance, sewer flows and/or capacity

6099 Other Professional Services

Provides for implementation of State mandated Fats, Oils, and Grease Program (FOG)

SEWER MAINTENANCE

DIVISION 484356

MATERIAL, SUPPLIES & SERVICES continued:

- 6250 Staff Training
Provides for Sanitary Sewer Management Training

- 6255 Dues and Memberships
Provides for dues and memberships to professional organizations, Southern California Alliance of Publicly Owned Treatment Works (SCAP)

- 6257 License and Permits
Provides for City WDR permit Sewer System and Statewide WDR permit

- 6297 Billing Services
Provides for YLWD and Golden State Water Company to bill customers for sanitary sewer fees

- 6301 Special Department Supplies
Provides for overflow response which includes bags of absorbent, latex gloves, shop rags etc. This will also include public education and outreach.

- 6325 Postage
Provides for postage for division



**Annual Budget
Fiscal Year 2012-13**



**ENVIRONMENTAL SERVICES
SEWERS MAINTENANCE
484376**

SEWER MAINTENANCE		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
5001	Full-time Salaries	196,183	194,760	194,760	187,440	181,150
5015	Overtime	5,428	-	-	2,000	10,000
5020	Leave Accrual Payout	-	-	-	560	-
5021	Extraordinary Leave Buydown	302	-	-	540	-
5105	Health Allocation	42,428	44,200	44,200	41,240	42,340
5110	Life Allocation	694	1,500	1,500	440	430
5115	Dental Allocation	1,691	3,190	3,190	2,330	2,230
5120	Optical Allocation	787	810	810	660	650
5125	Long-term Disability Insurance	1,706	1,510	1,510	770	750
5135	Medicare	2,819	2,850	2,850	2,780	2,940
5145	Retirement Annuity	16,163	17,560	17,560	17,160	16,890
5170	Sick Leave Buy Back	48	100	100	2	100
5175	Vacation Leave Buy Back	1,634	1,700	1,700	1,170	1,700
TOTAL SALARIES AND BENEFITS		269,883	268,180	268,180	257,092	259,180
MATERIAL, SUPPLIES & SERVICES						
6120	R & M/Sewers/Storm Drains	259,951	300,000	300,000	100,000	300,000
6175	Office Equipment Rental	-	7,500	7,500	5,000	5,000
6999	Contingency	-	100,000	100,000	20,000	100,000
TOTAL MATERIALS, SUPPLIES & SERVICES		259,951	407,500	407,500	125,000	405,000
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		529,834	675,680	675,680	382,092	664,180

SEWER MAINTENANCE

DIVISION 484376

SALARIES AND BENEFITS:

- 5001 Full-time Salaries
Provides for full-time positions in the division
- 5015 Overtime
Provides for overtime in the division
- 5105 Health Allocation
Provides for Medical Insurance for eligible city officials and employees
- 5110 Life Allocation
Provides for Life Insurance for eligible city officials and employees
- 5115 Dental Allocation
Provides for Dental Insurance for eligible city officials and employees
- 5120 Optical Allocation
Provides for Optical Insurance for eligible city officials and employees
- 5125 Long-Term Disability Insurance
Provides for Long-Term Disability for eligible city officials and employees
- 5135 Medicare
Provides for the employer share of Medicare
- 5145 Retirement Annuity
Provides for a retirement plan for eligible city officials and employees
- 5170 Sick Leave Buy Back
Provides for annual buy back of sick leave hours in excess of 432 hour base for all full-time employees. Buy back value is based upon years of services as follows:
 - A) Employee with three (3) to six (6) years of service receives a buy back value of 45% of hours in excess of 432.
 - B) Employee with six (6) to nine (9) years of service receives a buy back value of 55% of hours in excess of 432.
 - C) Employee with nine (9) to twenty (20) years of service receives a buy back value of 70% of hours in excess of 432.
 - D) Employee with over twenty (20) years of service receives a buy back value of 75% of hours in excess of 432.

SEWER MAINTENANCE

DIVISION 484376

SALARIES AND BENEFITS continued:

- 5175 Vacation Leave Buy Back
Provides for annual buy back of leave hours in excess of 120 hour base for all full-time employees

MATERIAL, SUPPLIES & SERVICES:

- 6120 R & M/Sewers/Storm Drains
Provides for annual line cleaning, CCTV, and unanticipated sewer projects
- 6175 Office Equipment Rental
Provides for annual maintenance agreements for division copier, plotter, and scanner machines
- 6999 Contingency
Provides for contingency related to sewer emergencies



**Annual Budget
Fiscal Year 2012-13**

**PUBLIC WORKS
INFORMATION TECHNOLOGY
333523**

	Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
CITY CAPITAL PROJECTS					
SALARIES AND BENEFITS					
TOTAL SALARIES AND BENEFITS					
MATERIAL, SUPPLIES & SERVICES					
TOTAL MATERIALS, SUPPLIES & SERVICES	-	-	-	-	-
CAPTIAL OUTLAY					
6017 61087 Technology Master Plan	-	15,000			
6840 30016 IT and Phone System Upgrades	52,067	170,000			
6899 30014 Redesign City Website	37,127	16,525			
6899 30017 Building Permit Software	-	44,000			
6899 30018 Video on Demand Comp - City Website	-	-			
6899 30019 Public WiFi Access Pts - City Hall/Powell	-	6,000			
6899 ECS Scanners (Laserfiche Project)	-	23,000			
6899 30020 Request Partner Annual Subscription	-	6,600			
TOTAL CAPITAL OUTLAY	89,194	281,125	-	-	-
GRAND TOTAL	89,194	281,125	-	-	-

CITY CAPITAL PROJECTS

DIVISION 333523

CAPITAL OUTLAY:

- 6017 Technology Master Plan
Provides funds for development of a master plan of all computer equipment

- 6840 IT and Phone System Upgrade
Provides funds to increase the capacity and current capabilities of the City's IT system and upgrade the phone system. Equipment utilized in maintaining the City's Information Technology continues to exceed its lifespan. Once the equipment has exceeded the allotted extensions of warranty the equipment must be replaced. IT has the inventory of equipment that is due for replacement.

- 6899 Redesign City Website
Provides funds for ongoing improvements of the website and continue to provide the public with updated information through a variety of techniques

- 6899 Building Permit Software
Provides funds for software that will provide Building Services and Finance the opportunity to centralize building information. The Divisions will have the ability to issue permits, track permits, access information to create reports, cross reference information, and allow the building inspector to sign off permits in the field.

- 6899 Public WiFi Access Points
Provides funds for the installation of hardware components, software, and annual service cost for Public WiFi Access points at City Hall and the Edwin T. Powell Building

- 6899 ECS Scanners (Laserfiche Project)
Provides funds for scanners will provide all departments the opportunity to keep documents electronically for easy access and future reference

CITY CAPITAL PROJECTS

DIVISION 333523

CAPITAL OUTLAY (CONTINUED):

- 6899 Request Partner Annual Subscription
Provides funds for software that prepares the City's website to remain in communication with requests, which is useful to respond to City's residents concerns and requests



**Annual Budget
Fiscal Year 2012-13**

**PUBLIC WORKS
STREET/CURB/GUTTER
333552**

CITY CAPITAL PROJECTS		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
CAPTIAL OUTALY						
6013	61004 Madison Avenue at Bradford Avenue	26,841	-			
6015	61004 Madison Avenue at Bradford Avenue	29,189	-			
6120	61004 Madison Avenue at Bradford Avenue	6,982	-			
6185	61004 Madison Avenue at Bradford Avenue	826,358	-			
6185	61012 Alta Vista (South/West)	(6,920)	-			
6185	61015 Alta Vista Street at Rose Drive	4,948	-			
6015	61018 Metrolink Station Pkg Structure & Enhance	4,769	-			
6015	61023 Bastanchury/Valencia Ave Left Turn Lane	-	6,000			
6185	61023 Bastanchury/Valencia Ave Left Turn Lane	-	69,000			
6015	61024 Kraemer/Alta Vista Dual Left Turn Lanes	-	-			
6185	61024 Kraemer/Alta Vista Dual Left Turn Lanes	-	-			
6185	61031 Placentia Avenue Rehabilitation	74,796	-			
6185	61035 Santa Fe Avenue Streetscape Improv	-	1,100,000			
6015	61036 Traffic Model and Fee Program	-	75,000			
6015	61040 Pinehurst Avenue Drainage Improvements	6,500	-			
6185	61040 Pinehurst Avenue Drainage Improvements	-	25,000			
6017	61041 Citywide Energy Audit & Efficiency Study	-	50,000			
6015	61056 Orangethorpe Corridor Grade Separations	-	480,600			
6185	61056 Orangethorpe Corridor Grade Separations	36,806	-			
6015	61057 Van Buren Street Improvement Project	19,999	-			
6185	61057 Van Buren Street Improvement Project	124,755	-			
6015	61058 Slurry Seal Project 2011	8,755	-			
6185	61058 Slurry Seal Project 2011	50	-			
6185	61105 Slurry Seal Project 2011-12	-	1,000,000			
6015	61059 Chapman Avenue Rehabilitation -	-	-			
6185	61059 Placentia Ave. to Davis Way	-	-			
6015	61060 Kraemer Blvd at Chapman Ave Bus Pad	5,859	-			
6185	61060 Kraemer Blvd at Chapman Ave Bus Pad	-	55,000			
6015	61061 Richfield Road @ Miraloma Ave and Miraloma Ave @ Van Buren Trf Signals	-	50,000			
6017	61083 Westgate Specific Plan & EIR	-	-			
6017	61086 General Plan Update	-	50,000			
6015	61088 Metrolink Station Environ Proc/Certification	-	75,000			
6185	61089 Citywide Traffic Signal Sys Battery Backup	-	100,000			
6185	61094 Bradford Bridge #2	-	-			
6185	61102 Annual Pedestrian Accessibility Project	-	50,000			
6185	68001 Rose Drive Signal Coordination	23,105	83,000			
TOTAL CAPITAL OUTLAY		1,192,792	3,268,600	-	-	-
GRAND TOTAL		1,192,792	3,268,600	-	-	-

CITY CAPITAL PROJECTS

DIVISION 33352



**Annual Budget
Fiscal Year 2012-13**

**PUBLIC WORKS
FACILITIES
333554**

CITY CAPITAL PROJECTS		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
MATERIAL, SUPPLIES & SERVICES						
TOTAL MATERIALS, SUPPLIES & SERVICES		-	-	-	-	-
CAPITAL OUTLAY						
6185	20018 Energy Efficient Lighting	57,601	-			
6099	30017 Cost Allocation/User Fee Study	2,005	-			
6185	50038 Police Department (Prop 69)	62,480	-			
6185	61006 Vista Verde Mitigation	(499)	-			
6185	61037 Downtown Parking Structure and Retail Pla	-	300,000			
6015	61042 ADA Improvements City Facilities and Parks	-	-			
6185	61042 ADA Improvements City Facilities and Parks	-	25,000			
6015	61043 Edwin T. Powell Building Improvements	28,818	-			
6105	61043 Edwin T. Powell Building Improvements	15,743	-			
6185	61043 Edwin T. Powell Building Improvements	207,012	-			
6185	61046 Police Department Back Room Refurbish	887	-			
6015	61049 Kraemer Memorial Park	824	-			
6185	61062 Water Well Relocation - Golden State	-	2,100,000			
6185	61063 Public Pkg Lot - 329 & 333 W Santa Fe	9,865	75,000			
6185	61064 Public Pkg Lot - 229 S Main Street	-	-			
6185	61065 Police Department	-	-			
6015	61066 Civic Center Flooring Replacement & Restroom Renovations	8,875	-			
6185	61066 Civic Center Flooring Replacement & Restroom Renovations	3,417	124,000			
6185	61067 City Council Chambers Lighting Upgrades	-	-			
6105	61068 BACKS Community Building Renovation	2,760	-			
6185	61068 BACKS Community Building Renovation	-	30,000			
6185	61069 Table & Chair Replacement (Whitten Ctr)	14,924	-			
6015	61070 Gomez Committee Center Renovations	-	45,000			
6105	61070 Gomez Committee Center Renovations	28,803	-			
6185	61070 Gomez Community Center Renovations	66	218,000			
6855	61090 Table & Chair Replacement (Phase #2)	-	12,000			
6185	61091 Koch Park Roof Replacement	-	30,000			
6185	61092 Police Facility Refurbishment Project	-	32,500			
6185	61093 EOC Upgrade	-	30,000			
6015	Facilities Master Plan	-	40,000			
TOTAL CAPITAL OUTLAY		443,581	3,061,500	-	-	-
GRAND TOTAL		443,581	3,061,500	-	-	-



**Annual Budget
Fiscal Year 2012-13**

**PUBLIC WORKS
PARKS
333555**

CITY CAPITAL PROJECTS	Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS					
TOTAL SALARIES AND BENEFITS					
MATERIAL, SUPPLIES & SERVICES					
TOTAL MATERIALS, SUPPLIES & SERVICES	-	-	-	-	-
CAPTIAL OUTLAY					
6015 61047 Park Lighting Upgrades Citywide	-	10,000			
6185 61047 Park Lighting Upgrades Citywide	-	140,000			
6185 61048 Youth Sports Automated Lighting System	-	-			
6015 61049 Kraemer Memorial Park Restroom Renov	250,996	-			
6185 61049 Kraemer Memorial Park Restroom Renov	-	60,000			
6185 61050 Tuffree Park Perimeter Safety Fence	7,414	-			
6185 61072 Tri City Park Improvements	-	-			
6185 61075 Park Security Cameras	-	-			
6185 61076 Playground Resurfacing City-Wide	-	20,000			
6185 61077 Kraemer Park Renovation and Amenities	-	279,000			
6185 61079 Renovate Tynes Gym Renovation	-	30,000			
6185 61094 Parque De Los Ninos Improvements	-	78,000			
6185 61095 McFadden Park Improvements	-	70,000			
6185 61096 Santa Fe Park Improvements	-	52,500			
6185 61097 La Placita Parkette	-	35,000			
6185 61098 Jaycee Parkette	-	35,000			
6185 61099 Conceptual Landscape Architectural Design	-	61,500			
6185 61101 Tuffree Hill Park Drainage/Sidewalk Impr	-	50,000			
6185 61103 Tynes Gym Window Renovation	-	7,500			
TOTAL CAPITAL OUTLAY	258,410	928,500	-	-	-
GRAND TOTAL	258,410	928,500	-	-	-



**Annual Budget
Fiscal Year 2012-13**

**PUBLIC WORKS
SEWERS
333556**

CITY CAPITAL PROJECTS	Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS					
TOTAL SALARIES AND BENEFITS					
MATERIAL, SUPPLIES & SERVICES					
TOTAL MATERIALS, SUPPLIES & SERVICES	-	-	-	-	-
CAPTIAL OUTLAY					
6013 61026 City Yard Clarifier and Sewer Improvement	-	10,000			
6015 61026 City Yard Clarifier and Sewer Improvement	-	15,000			
6185 61026 City Yard Clarifier and Sewer Improvement	-	225,000			
6015 61052 Lyons Way/Central Avenue Sewer Rehab	-	-			
6185 61052 Lyons Way/Central Avenue Sewer Rehab	-	-			
6017 61085 Sewer System Master Plan	-	180,000			
TOTAL CAPITAL OUTLAY	-	430,000	-	-	-
GRAND TOTAL	-	430,000	-	-	-



**Annual Budget
Fiscal Year 2012-13**

**PUBLIC WORKS
VEHCILE/EQUIPMENT MAINTENANCE
333558**

	Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
CITY CAPITAL PROJECTS					
SALARIES AND BENEFITS					
TOTAL SALARIES AND BENEFITS					
MATERIAL, SUPPLIES & SERVICES					
TOTAL MATERIALS, SUPPLIES & SERVICES	-	-	-	-	-
CAPTIAL OUTLAY					
6840 Police Department - Glock Duty Weapon	-	-			
6840 61104 Tri-Plex Mower	-	30,000			
6842 Vehicle	21,497	-			
6842 61081 Utility Truck Maintenance Services	24,604	-			
6842 61082 Unassigned Vehicle Replacement	24,086	60,000			
6842 61107 Utility Truck - Code Compliance	-	35,000			
6842 61106 Mobile Emergency Command Vehicle	-	65,000			
TOTAL CAPITAL OUTLAY	70,186	190,000	-	-	-
GRAND TOTAL	70,186	190,000	-	-	-



**Annual Budget
Fiscal Year 2012-13**



**COMMUNITY SERVICES
ADMINISTRATION
104070**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
5001	Full-time Salaries	54,465	54,880	54,880	54,880	54,880
5015	Overtime	1,592	2,500	2,500	2,500	2,500
5105	Health Allocation	5,807	5,940	5,940	9,040	9,310
5110	Life Allocation	202	620	620	140	140
5115	Dental Allocation	523	590	590	300	310
5120	Optical Allocation	190	110	110	170	180
5125	Long-term Disability Insurance	447	410	410	230	230
5135	Medicare	835	870	870	860	850
5145	Retirement Annuity	4,493	4,770	4,770	4,770	4,810
5159	Medical Opt Out Plan	1,200	1,200	1,200	2,100	3,000
5163	Life Insurance Premiums	-	-	-	-	-
5170	Sick Leave Buy Back	1,146	1,200	1,200	1,560	1,600
5175	Vacation Leave Buy Back	931	1,000	1,000	2,110	2,500
TOTAL SALARIES AND BENEFITS		71,831	74,090	74,090	78,660	80,310
MATERIAL, SUPPLIES & SERVICES						
6230	Printing and Binding	23,232	26,000	26,000	26,000	28,000
6255	Dues and Memberships	-	210	210	-	-
6301	Special Department Supplies	599	500	500	500	-
6315	Office Supplies	1,842	2,500	2,500	1,800	1,800
6325	Postage	14,500	16,000	16,000	16,000	16,000
TOTAL MATERIALS, SUPPLIES & SERVICES		40,173	45,210	45,210	44,300	45,800
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		112,004	119,300	119,300	122,960	126,110

ADMINISTRATION

DIVISION 104070

SALARIES AND BENEFITS:

- 5001 Full-time Salaries
Provides for full-time positions in the division
- 5015 Overtime
Provides for overtime in the division
- 5105 Health Allocation
Provides for Medical Insurance for eligible city officials and employees
- 5110 Life Allocation
Provides for Life Insurance for eligible city officials and employees
- 5115 Dental Allocation
Provides for Dental Insurance for eligible city officials and employees
- 5120 Optical Allocation
Provides for Optical Insurance for eligible city officials and employees
- 5125 Long-Term Disability Insurance
Provides for Long-Term Disability for eligible city officials and employees
- 5135 Medicare
Provides for the employer share of Medicare
- 5145 Retirement Annuity
Provides for a retirement plan for eligible city officials and employees
- 5159 Medical Opt Out Plan
Provides for medical opt out for City Officials and employees opting out of the City paid medical insurance

ADMINISTRATION

DIVISION 104070

SALARIES AND BENEFITS continued:

5170 Sick Leave Buy Back

Provides for annual buy back of sick leave hours in excess of 432 hour base for all full-time employees. Buy back value is based upon years of services as follows:

- A) Employee with three (3) to six (6) years of service receives a buy back value of 45% of hours in excess of 432.
- B) Employee with six (6) to nine (9) years of service receives a buy back value of 55% of hours in excess of 432.
- C) Employee with nine (9) to twenty (20) years of service receives a buy back value of 70% of hours in excess of 432.
- D) Employee with over twenty (20) years of service receives a buy back value of 75% of hours in excess of 432.

5175 Vacation Leave Buy Back

Provides for annual buy back of leave hours in excess of 120 hour base for all full-time employees

MATERIAL, SUPPLIES & SERVICES:

6230 Printing and Binding

Provides for preparation and publication of Placentia Quarterly Newsletter for direct mailing to all Placentia residents and businesses. Production includes layout/design, printing bindery and mail handling (19,500 copies per issue). Revenues of \$10,732 will be received through Library District contribution of \$2,683 per quarterly edition.

ADMINISTRATION

DIVISION 104070

MATERIAL, SUPPLIES & SERVICES continued:

- 6315 Office Supplies
Requested funds to purchase office supplies for Administration and Recreation Divisions

- 6325 Postage
Provides for mailing costs associated with the Placentia Quarterly



**Annual Budget
Fiscal Year 2012-13**



**COMMUNITY SERVICES
RECREATION
104071**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
	SALARIES AND BENEFITS					
5001	Full-time Salaries	211,009	217,308	217,308	214,770	216,710
5005	Part-time Salaries	226,394	287,300	287,300	263,000	268,800
5015	Overtime	7,352	7,220	7,220	7,220	7,220
5020	Leave Accrual Payout	8,421	-	-	-	-
5105	Health Allocation	8,549	25,790	25,790	27,690	28,160
5110	Life Allocation	849	1,060	1,060	550	560
5115	Dental Allocation	1,616	3,030	3,030	1,160	1,200
5120	Optical Allocation	592	520	520	500	480
5125	Long-term Disability Insurance	1,921	2,040	2,040	920	940
5135	Medicare	6,568	7,490	7,490	7,050	7,830
5140	Employer's Social Security	621	17,820	17,820	-	-
5141	Employer's PARS/ARS	7,649	-	-	9,870	11,210
5145	Retirement Annuity	18,976	24,030	24,030	19,500	19,850
5159	Medical Opt Out Plan	4,400	2,400	2,400	4,200	6,000
5175	Vacation Leave Buy Back	4,293	4,300	4,300	1,130	4,300
	TOTAL SALARIES AND BENEFITS	509,210	600,308	600,308	557,560	573,260
	MATERIAL, SUPPLIES & SERVICES					
6060	Instructional Services	41,940	45,000	45,000	43,000	43,000
6099	Other Professional Services	900	-	-	10,900	10,000
6130	Repair & Maintenance Facilities	12,682	3,500	3,500	1,000	-
6136	Software Maintenance	-	3,700	3,825	3,825	3,825
6230	Printing and Binding	185	500	500	500	500
6240	Mileage Reimbursement	-	300	300	100	150
6245	Meeting and Conferences	280	1,500	1,500	1,100	800
6250	Staff Training	1,590	2,000	2,000	2,000	2,000
6255	Dues and Memberships	737	1,900	1,900	900	875
6270	Excursions & Transportation	4,040	10,400	10,400	7,000	7,000
6275	Officiating	1,898	5,000	5,000	3,700	3,700
6299	Other Purchased Services	1,876	2,100	2,100	-	3,000
6301	Special Department Supplies	28,890	30,000	29,875	29,875	31,550
6350	Small Tools/Equipment	40	-	-	-	-
6360	Uniforms	5,083	5,200	5,200	5,200	5,200
	TOTAL MATERIALS, SUPPLIES & SERVICES	100,141	111,100	111,100	109,100	111,600
	CAPITAL OUTLAY					
	TOTAL CAPITAL OUTLAY	-	-	-	-	-
	GRAND TOTAL	609,351	711,408	711,408	666,660	684,860

RECREATION

DIVISION 104071

SALARIES AND BENEFITS:

- 5001 Full-time Salaries
Provides for full-time positions in the division

- 5005 Part-time Salaries
Provides for part-time positions including staff for after school programs, aquatics, sports, special events, facility rentals, and recreation classes. Accounts for approximately 30 part-time staff year round and up to 70 part-time staff seasonally during summer programs.

- 5015 Overtime
Provides for overtime in the division

- 5105 Health Allocation
Provides for Medical Insurance for eligible city officials and employees

- 5110 Life Allocation
Provides for Life Insurance for eligible city officials and employees

- 5115 Dental Allocation
Provides for Dental Insurance for eligible city officials and employees

- 5120 Optical Allocation
Provides for Optical Insurance for eligible city officials and employees

- 5125 Long-Term Disability Insurance
Provides for Long-Term Disability for eligible city officials and employees

- 5135 Medicare
Provides for the employer share of Medicare

- 5141 Employer's PARS/ARS
Provides for the employer share of PARS/ARS

RECREATION

DIVISION 104071

SALARIES AND BENEFITS continued:

- 5145 Retirement Annuity
Provides for a retirement plan for eligible city officials and employees.
- 5159 Medical Opt Out Plan
Provides for medical opt out for City Officials and employees opting out of the City paid medical insurance
- 5175 Vacation Leave Buy Back
Provides for annual buy back of leave hours in excess of 120 hour base for all full-time employees

MATERIAL, SUPPLIES & SERVICES:

- 6060 Instructional Services
Provides for recreation program contract instructors compensation. This account is funded by program participants. Contractor's receive 65% of the fees paid by program participants. Contract net revenue is approximately \$60,000 annually.
- 6136 Software Maintenance
Provides for annual maintenance agreement for department's CLASS registration software. This account is funded by program participants. A \$3.00 per participant fee is charged for every contract class registration.
- 6230 Printing and Binding
Provides for correspondence, marketing material, related costs for department events and program promotions

RECREATION

DIVISION 104071

MATERIAL, SUPPLIES & SERVICES continued:

- 6099 Other Professional Services
Provides for kitchen manager position and the daily lunch program at the Senior Center through an agreement with Community SeniorServ
- 6240 Mileage Reimbursement
Provides for mileage reimbursement
- 6245 Meetings and Conferences
Provides for training of full-time employees. Includes workshops, trainings and seminars offered by CPRS, SCMAF, NRPA and other professional organizations
- 6250 Staff Training
Provides for part-time staff training courses and training materials for in-service training. Includes instructors to teach CPR, first aid, title 22 and other courses. Training supplies and equipment rental are also included in this account.
- 6255 Dues and Memberships
Provides for dues and memberships of the following organizations:

California Park and Recreation Society (CPRS)
Southern California Municipal Athletic Federation (SCMAF)
Southern California Public Pool Operators Association (SCPPOA)
- This account also provides for American Red Cross authorized provider fees for the Summer Learn to Swim program. This expenditure is funded by the program registration fees.
- 6270 Excursions & Transportation
Provides for admission and transportation to various destinations for adult excursions. This account is funded by program participants.

RECREATION

DIVISION 104071

MATERIAL, SUPPLIES & SERVICES continued:

- 6275 Officiating
Provides for contract officials for youth and teen basketball programs and assigning fees for adult sport programs. Request to be funded by participant fees.
- 6299 Other Purchased Services
Provides for licensing fees for the Movies in the Park program, which is funded by a sponsorship from Placentia Disposal. Also provides for American Red Cross authorized provider fees for the summer Learn-To-Swim program, which is funded by participant fees.
- 6301 Special Department Supplies
Provides for materials, supplies and equipment for sports programs, aquatics, community special events, after school programs, senior center, and other recreation activities. Majority of expenditures are recovered through participant fees.
- 6360 Uniforms
Provides for staff shirts, jackets and sweatshirts for Community Services Leaders. This account also provides for Life Guards and Instructor Guard uniforms. Uniform expenditures are funded by program fees.



**Annual Budget
Fiscal Year 2012-13**



**COMMUNITY SERVICES
HUMAN SERVICES
104072**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
	SALARIES AND BENEFITS					
5001	Full-time Salaries	50	-	-	-	-
5005	Part-time Salaries	2,102	-	-	-	-
5135	Medicare	16	-	-	-	-
5141	Employer's PARS/ARS	42	-	-	-	-
5163	Life Insurance Premiums	56	-	-	-	-
	TOTAL SALARIES AND BENEFITS	2,266	-	-	-	-
	MATERIAL, SUPPLIES & SERVICES					
	TOTAL MATERIALS, SUPPLIES & SERVICES	-	-	-	-	-
	CAPITAL OUTLAY					
	TOTAL CAPITAL OUTLAY	-	-	-	-	-
	GRAND TOTAL	2,266	-	-	-	-

HUMAN SERVICES

DIVISION 104072

Effective Fiscal Year 2010-11, Human Services activities are accounted for in Administration Department Neighborhood Services Division (101572).



**Annual Budget
Fiscal Year 2012-13**



**COMMUNITY SERVICES
CULTURAL ARTS DIVISION
104074**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
TOTAL SALARIES AND BENEFITS		-	-	-	-	-
MATERIAL, SUPPLIES & SERVICES						
6265	Entertainment Services	850	8,000	8,000	-	-
6299	Other Purchased Services	6,015	7,700	7,700	6,450	6,800
6301	Special Department Supplies	203	900	900	300	350
TOTAL MATERIALS, SUPPLIES & SERVICES		7,068	16,600	16,600	6,750	7,150
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		7,068	16,600	16,600	6,750	7,150

CULTURAL ARTS DIVISION

DIVISION 104074

MATERIAL, SUPPLIES & SERVICES:

6299 Other Purchased Services

Provides for contracted musical entertainment for the Concerts in the Park Series. Approximately \$850 per performing group at 8 concerts.

6301 Special Department Supplies

Provides for supplies, paper and materials necessary to implement cultural and arts programs including Photo Contest, Concerts in Park series and other cultural special events



**Annual Budget
Fiscal Year 2012-13**



**COMMUNITY SERVICES
TRI-CITY PARK
104075**

GENERAL FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
TOTAL SALARIES AND BENEFITS						
MATERIAL, SUPPLIES & SERVICES						
6499	Other Program Expenditures	100,000	100,000	100,000	123,000	75,000
TOTAL MATERIALS, SUPPLIES & SERVICES		100,000	100,000	100,000	123,000	75,000
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		100,000	100,000	100,000	123,000	75,000

TRI-CITY PARK

DIVISION 104075

MATERIAL, SUPPLIES & SERVICES:

6499 Contributions to Other Agencies
Provides for contribution to Tri-City Park Authority



**Annual Budget
Fiscal Year 2012-13**



**COMMUNITY SERVICES
TRI-CITY PARK
234075**

PARK DEVELOPMENT		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
	SALARIES AND BENEFITS					
	TOTAL SALARIES AND BENEFITS					
	MATERIAL, SUPPLIES & SERVICES					
6499	Other Program Expenditures	47,018	25,000	25,000	25,000	-
	TOTAL MATERIALS, SUPPLIES & SERVICES	47,018	25,000	25,000	25,000	-
	CAPTIAL OUTLAY					
	TOTAL CAPITAL OUTLAY	-	-	-	-	-
	GRAND TOTAL	47,018	25,000	25,000	25,000	-

TRI-CITY PARK

DIVISION 234075

MATERIAL, SUPPLIES & SERVICES:



**Annual Budget
Fiscal Year 2012-13**

**EMPLOYEE BENEFITS
HEALTH & WELFARE
395083**

HEALTH & WELFARE		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
5020	Leave Accrual Payout	-	200,000	200,000	200,000	200,000
5021	Extraordinary Bank Buyback	-	28,000	28,000	42,600	40,000
5130	Dental Claim	125,822	190,000	190,000	130,000	130,000
5159	Medical Opt Out Plan	-	20,000	20,000	20,000	20,000
5161	Health Insurance Premiums	918,053	950,000	950,000	940,000	940,000
5162	Dental Insurance Premiums	11,565	15,000	15,000	15,000	15,000
5163	Life Insurance Premiums	12,403	13,000	13,000	12,000	12,000
5164	Optical Insurance Premiums	16,083	16,000	16,000	16,000	16,000
5168	PERS Survivor Premiums	5,594	5,600	5,600	5,600	5,800
TOTAL SALARIES AND BENEFITS		1,089,520	1,437,600	1,437,600	1,381,200	1,378,800
MATERIAL, SUPPLIES & SERVICES						
6025	Third Party Administration	1,109	1,300	1,300	600	1,000
6055	Medical Services	-	2,000	2,000	-	1,000
TOTAL MATERIALS, SUPPLIES & SERVICES		1,109	3,300	3,300	600	2,000
CAPTIAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		1,090,629	1,440,900	1,440,900	1,381,800	1,380,800

HEALTH AND WELFARE

DIVISION 395083

SALARIES AND BENEFITS:

- 5020 Leave Accrual Payout
Provides for eligible leave accruals for employees who separate from the City
- 5021 Extraordinary Bank Buyback
Provides for extraordinary bank buybacks for those employees who accumulated hours in excess of new contractual limits are paid out from this account
- 5130 Dental Claim
Provides for dental claims for eligible retirees
- 5159 Medical Opt Out Plan
Provides for medical opt out for City Officials and employees opting out of the City paid medical insurance
- 5161 Health Insurance Premiums
Provides for health insurance for eligible retirees
- 5162 Dental Insurance Premiums
Provides for dental insurance for eligible retirees
- 5163 Life Insurance Premiums
Provides for life insurance for eligible retirees
- 5164 Optical Insurance Premiums
Provides for optical insurance for eligible retirees
- 5168 PERS Survivor Premiums
Provides survivor benefits for eligible retirees dependents

MATERIAL, SUPPLIES & SERVICES:

- 6025 Third Party Administration
Provides funds for the Third Party Administrator who administers and maintains the Flexible Spending Account

HEALTH AND WELFARE

DIVISION 395083

MATERIAL, SUPPLIES & SERVICES:

6055 Medical Services

Provides funds for yearly physical exams for Management employees who receive whole life insurance



**Annual Budget
Fiscal Year 2012-13**

**RISK ADMINISTRATION
WORKERS' COMPENSATION
404580**

RISK ADMINISTRATION		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
	SALARIES AND BENEFITS					
5165	Workers' Compensation Claims	327,802	480,000	480,000	410,000	410,000
5166	Workers' Compensation Premiums	107,841	125,000	125,000	108,000	115,000
	TOTAL SALARIES AND BENEFITS	435,643	605,000	605,000	518,000	525,000
	MATERIAL, SUPPLIES & SERVICES					
6025	Third Party Administration	42,278	40,000	40,000	40,000	40,000
	TOTAL MATERIALS, SUPPLIES & SERVICES	42,278	40,000	40,000	40,000	40,000
	CAPTIAL OUTLAY					
	TOTAL CAPITAL OUTLAY	-	-	-	-	-
	GRAND TOTAL	477,921	645,000	645,000	558,000	565,000

RISK MANAGEMENT

DIVISION 404580

SALARIES AND BENEFITS:

- 5165 Workers' Compensation Claims
Provides funds for Workers' Compensation Claims

- 5166 Workers' Compensation Premiums
Provides funds for Workers' Compensation insurance annual premiums

MATERIAL, SUPPLIES & SERVICES:

- 6025 Third Party Administration
Provides funds for the Third Party Administrator who administers and maintains the City's Worker's Compensation Claims



**Annual Budget
Fiscal Year 2012-13**

**RISK ADMINISTRATION
UNEMPLOYMENT
404581**

RISK ADMINISTRATION		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Approved 2012-13
	SALARIES AND BENEFITS					
5155	Employee Insurance Claims	108,589	110,000	110,000	50,000	50,000
	TOTAL SALARIES AND BENEFITS	108,589	110,000	110,000	50,000	50,000
	MATERIAL, SUPPLIES & SERVICES					
6025	Third Party Administration	-	2,500	2,500	800	1,000
	TOTAL MATERIALS, SUPPLIES & SERVICES	-	2,500	2,500	800	1,000
	CAPTIAL OUTLAY					
	TOTAL CAPITAL OUTLAY	-	-	-	-	-
	GRAND TOTAL	108,589	112,500	112,500	50,800	51,000

RISK MANAGEMENT

DIVISION 404581

SALARIES AND BENEFITS:

5155 Employee Insurance Claims
Provides funds for unemployment insurance claims

MATERIAL, SUPPLIES & SERVICES:

6025 Third Party Administration
Provides funds for Third Party Administrator who administers and maintains unemployment insurance claims



**Annual Budget
Fiscal Year 2012-13**

**RISK ADMINISTRATION
LIABILITY
404582**

RISK ADMINISTRATION		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
TOTAL SALARIES AND BENEFITS						
MATERIAL, SUPPLIES & SERVICES						
6001	Management Consulting Svc	-	10,000	10,000	7,000	7,000
6006	Litigation	98,807	100,000	100,000	115,000	100,000
6025	Third Party Administration	20,540	25,000	25,000	22,000	22,000
6201	Liability Insurance Premiums	509,287	457,000	457,000	390,000	410,550
6210	Liability Claims	96,726	150,000	150,000	285,000	150,000
TOTAL MATERIALS, SUPPLIES & SERVICES		725,360	742,000	742,000	819,000	689,550
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		725,360	742,000	742,000	819,000	689,550

RISK MANAGEMENT

DIVISION 404582

MATERIAL, SUPPLIES & SERVICES:

- 6001 Management Consulting Services
Provides funds for special study related to Risk Management
- 6006 Litigation
Provides funds for legal costs and expenses for lawsuits filed against the City
- 6025 Third Party Administration
Provides funds for Third Party Administrator who administers and maintains the City's liability claims and lawsuits
- 6201 Liability Insurance Premiums
Provides funds for liability insurance premiums for up to \$10,000,000 coverage above the City's self insured amount of \$100,000
- 6210 Liability Claims
Provides funds for liability claim settlements under \$100,000



**Annual Budget
Fiscal Year 2012-13**

**EQUIPMENT REPLACEMENT
EQUIPMENT REPLACEMENT/FIELD SERVICES
413041**

EQUIPMENT REPLACEMENT	Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS					
TOTAL SALARIES AND BENEFITS					
MATERIAL, SUPPLIES & SERVICES					
TOTAL MATERIALS, SUPPLIES & SERVICES	-	-	-	-	-
CAPTIAL OUTLAY					
TOTAL CAPITAL OUTLAY	-	-	-	-	-
GRAND TOTAL	-	-	-	-	-

FISCAL YEAR 2012-13
INTERNAL SERVICE FUND
EQUIPMENT REPLACEMENT/FIELD SERVICES

EQUIPMENT REPLACEMENT/FIELD
SERVICES

DIVISION 413041



**Annual Budget
Fiscal Year 2012-13**

**EQUIPMENT REPLACEMENT
EQUIPMENT REPLACEMENT
417058**

EQUIPMENT REPLACEMENT		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
TOTAL SALARIES AND BENEFITS						
MATERIAL, SUPPLIES & SERVICES						
TOTAL MATERIALS, SUPPLIES & SERVICES		-	-	-	-	-
CAPITAL OUTLAY						
6842	Vehicles	-	-	-	-	-
6895	Depreciation	204,931	-	-	-	-
6899	Other Capital Outlay	-	-	-	-	-
TOTAL CAPITAL OUTLAY		204,931	-	-	-	-
GRAND TOTAL		204,931	-	-	-	-

**FISCAL YEAR 2012-13
INTERNAL SERVICE FUND
EQUIPMENT REPLACEMENT**

EQUIPMENT REPLACEMENT

DIVISION 417058



**Annual Budget
Fiscal Year 2012-13**

**EQUIPMENT REPLACEMENT
EQUIPMENT REPLACEMENT
417068**

EQUIPMENT REPLACEMENT	Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Approved 2012-13
SALARIES AND BENEFITS					
TOTAL SALARIES AND BENEFITS					
MATERIAL, SUPPLIES & SERVICES					
TOTAL MATERIALS, SUPPLIES & SERVICES	-	-	-	-	-
CAPTIAL OUTLAY					
TOTAL CAPITAL OUTLAY	-	-	-	-	-
GRAND TOTAL	-	-	-	-	-

**FISCAL YEAR 2012-13
INTERNAL SERVICE FUND
EQUIPMENT REPLACEMENT**

EQUIPMENT REPLACEMENT

DIVISION 417068



**Annual Budget
Fiscal Year 2012-13**

**INFORMATION TECHNOLOGY
INFORMATION TECHNOLOGY
422023**

INFORMATION TECHNOLOGY FUND		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
5005	Part-time Salaries	5,089	-	-		
5135	Medicare	74	-	-		
5141	Employers' PARS/ARS	191	-	-		
TOTAL SALARIES AND BENEFITS		5,354	-	-	-	-
MATERIAL, SUPPLIES & SERVICES						
6135	Repair Maint/Office Furn & Equipment	2,619	17,500	17,500	20,000	20,000
6136	Software Maintenance	161,473	186,650	186,650	184,400	186,000
6290	Dept Contract Services	85,828	147,000	147,000	149,000	122,200
6301	Special Department Supplies	126	2,500	2,500	2,000	2,000
TOTAL MATERIALS, SUPPLIES & SERVICES		250,046	353,650	353,650	355,400	330,200
CAPTIAL OUTLAY						
6840	Machinery & Equipment	14,486	-	2,764	-	3,000
6895	Depreciation	71,202	-	-	-	-
TOTAL CAPITAL OUTLAY		85,688	-	2,764	-	3,000
GRAND TOTAL		341,088	353,650	356,414	355,400	333,200

INFORMATION TECHNOLOGY

DIVISION 422023

MATERIAL, SUPPLIES & SERVICES:

- 6135 Repair Maint/Office Furn & Equipment
Provides funds for annual maintenance for the telephone system and other miscellaneous maintenance agreements
- 6136 Software Maintenance
Provides funds for updates/upgrades to various software systems used by the City, such as Bi-Tech, CLASS, and firewall/virus protection software
- 6290 Department Contract Services
Provides funds for IT support services.
- 6301 Special Department Supplies
Provides funds for backup tapes, flash drives, RAM and small printers

CAPITAL OUTLAY:

- 6840 Machinery & Equipment
Provides for replacement of computer equipment



**Annual Budget
Fiscal Year 2012-13**

**CITYWIDE SERVICES
NON-DEPARTMENTAL
431010**

CITYWIDE SERVICES		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
	SALARIES AND BENEFITS					
5150	Tuition Reimbursement	6,449	7,500	7,500	17,000	-
	TOTAL SALARIES AND BENEFITS	6,449	7,500	7,500	17,000	-
	MATERIAL, SUPPLIES & SERVICES					
6099	Other Professional Services	-	-	2,280	2,280	-
6137	Repair Maint/Equipment	-	2,500	2,500	500	1,500
6175	Office Equipment Rental	50,554	30,000	30,000	37,000	32,800
6215	Telephone	82,118	160,000	160,000	123,000	144,000
6230	Printing & Binding	10,331	16,000	16,000	8,000	10,000
6301	Special Department Supplies	1,690	5,000	4,000	4,500	4,500
6315	Office Supplies	4,183	-	-	-	-
6325	Postage	10,704	23,000	22,500	30,000	32,000
6330	Electricity	540,218	641,000	641,000	564,000	590,000
6335	Water	311,649	330,000	330,000	362,000	380,000
6340	Natural Gas	6,126	12,000	12,000	8,000	8,600
6350	Small Tools & Furnishings	-	2,500	2,500	2,000	1,500
6410	Property Taxes	-	2,500	2,500	2,360	2,500
6999	Contingency	146,951	100,000	100,000	100,000	100,000
	TOTAL MATERIALS, SUPPLIES & SERVICES	1,164,524	1,324,500	1,325,280	1,243,640	1,307,400
	CAPTIAL OUTLAY					
	TOTAL CAPITAL OUTLAY	-	-	-	-	-
	GRAND TOTAL	1,170,973	1,332,000	1,332,780	1,260,640	1,307,400

NON-DEPARTMENTAL

DIVISION 431010

SALARIES AND BENEFITS:

- 5150 Tuition Reimbursement
Provides funds for tuition reimbursement for eligible employees

MATERIALS, SUPPLIES AND SERVICES:

- 6137 Repair Maint/Equipment
Provides funds for the repair of on-going maintenance of various pieces of Equipment necessary for day-to-day operations
- 6175 Office Equipment Rental
Provides funds for rental of equipment such as fax and copier machines
- 6215 Telephone
Provides funds for telephone costs for each department. This account covers land line phones as well as cell phones for each department.
- 6230 Printing and Binding
Provides funds for consolidated printing and binding costs for each department
- 6301 Special Department Supplies
Provides funds for Employee Appreciation luncheon, bottled water and coffee
- 6325 Postage
Provides funds for postage costs for all departments
- 6330 Electricity
Provides funds for electricity costs for all departments

NON-DEPARTMENTAL

DIVISION 431010

MATERIALS, SUPPLIES AND SERVICES continued:

- 6335 Water
Provides funds for water costs for all departments

- 6340 Natural Gas
Provides funds for natural gas costs for all departments

- 6350 Small Tools and Furnishings
Provides funds for small tools and furnishings

- 6410 Property Taxes
Provides funds for various non-exempt property taxes for all city owned properties. A portion of the property taxes are paid from the Sewer Fund.

- 6999 Contingency
Provides funds for various General Fund related projects that are not anticipated but require action per the direction of the City Council



**Annual Budget
Fiscal Year 2012-13**

**CITYWIDE SERVICES
REPROGRAPHICS
432024**

CITYWIDE SERVICES		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
	SALARIES AND BENEFITS					
	TOTAL SALARIES AND BENEFITS	-	-	-	-	-
	MATERIAL, SUPPLIES & SERVICES					
6301	Special Department Supplies	1,156	-	-	-	-
	TOTAL MATERIALS, SUPPLIES & SERVICES	1,156	-	-	-	-
	CAPTIAL OUTLAY					
6840	Machinery & Equipment	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	-	-	-	-	-
	GRAND TOTAL	1,156	-	-	-	-

REPROGRAPHICS

DIVISION 432024



**Annual Budget
Fiscal Year 2012-13**

**CITYWIDE SERVICES
FACILITIES MAINTENANCE
433554**

	Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
CITYWIDE SERVICES					
SALARIES AND BENEFITS					
TOTAL SALARIES AND BENEFITS	-	-	-	-	-
MATERIAL, SUPPLIES & SERVICES					
TOTAL MATERIALS, SUPPLIES & SERVICES	-	-	-	-	-
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	-	-	-	-	-
GRAND TOTAL	-	-	-	-	-

**FISCAL YEAR 2012-13
CITYWIDE SERVICES
FACILITIES MAINTENANCE**

FACILITIES MAINTENANCE

DIVISION 433554

Effective Fiscal Year 2010-11, Facilities Maintenance activities are accounted for in Citywide Services (433654).



**Annual Budget
Fiscal Year 2012-13**

**CITYWIDE SERVICES
FACILITIES MAINTENANCE
433654**

CITYWIDE SERVICES		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
5001	Full-time Salaries	147,436	149,250	149,250	142,540	149,350
5005	Part-time Salaries	42,534	74,750	74,750	62,000	41,860
5015	Overtime	6,266	5,000	5,000	5,000	5,000
5105	Health Allocation	44,759	46,300	46,300	46,870	48,270
5110	Life Allocation	550	580	580	370	380
5115	Dental Allocation	2,083	3,920	3,920	4,630	4,770
5120	Optical Allocation	822	830	830	790	820
5125	Long-term Disability Insurance	1,211	1,110	1,110	620	640
5135	Medicare	2,836	3,370	3,370	3,040	2,850
5140	Employers' Social Security	-	4,640	4,640	2,325	1,570
5145	Retirement Annuity	12,173	13,000	13,000	13,000	13,120
5170	Sick Leave Buy Back	2,816	2,900	2,900	3,410	3,500
5175	Vacation Leave Buy Back	-	-	-	1,210	1,200
TOTAL SALARIES AND BENEFITS		263,486	305,650	305,650	285,805	273,330
MATERIAL, SUPPLIES & SERVICES						
6099	Other Professional Services	339	4,500	4,500	5,650	5,600
6127	Alarm Monitoring	13,405	20,000	20,000	25,000	25,000
6130	Repair & Maintenance/Facilities	101,754	100,000	100,000	100,000	100,000
6137	Repair & Maintenance/Equipment	30,438	37,500	37,500	37,500	37,500
6170	Equipment and Tool Rental	-	-	-	500	500
6257	Licenses & Permits	1,399	500	500	500	500
6290	Department Contract Services	6,480	25,000	25,000	23,900	23,900
6301	Special Department Supplies	23,947	1,500	1,500	1,500	1,500
6350	Small Tools & Furnishing	1,682	3,500	3,500	3,500	3,500
6399	Other Supplies	-	8,000	8,000	8,000	8,000
TOTAL MATERIALS, SUPPLIES & SERVICES		179,444	200,500	200,500	206,050	206,000
CAPITAL OUTLAY						
6842	Vehicles	-	-	-	-	-
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		442,930	506,150	506,150	491,855	479,330

FACILITIES MAINTENANCE

DIVISION 433654

SALARIES AND BENEFITS:

- 5001 Full-time Salaries
Provides for full-time positions in the division
- 5005 Part-time Salaries
Provides for part-time positions in the division
- 5015 Overtime
Provides for overtime in the division
- 5105 Health Allocation
Provides for Medical Insurance for eligible city officials and employees
- 5110 Life Allocation
Provides for Life Insurance for eligible city officials and employees
- 5115 Dental Allocation
Provides for Dental Insurance for eligible city officials and employees
- 5120 Optical Allocation
Provides for Optical Insurance for eligible city officials and employees
- 5125 Long-Term Disability Insurance
Provides for Long-Term Disability for eligible city officials and employees
- 5135 Medicare
Provides for the employer share of Medicare
- 5140 Employers' Social Security
Provides for the employer share of Social Security
- 5145 Retirement Annuity
Provides for a retirement plan for eligible city officials and employees

FACILITIES MAINTENANCE

DIVISION 433654

SALARIES AND BENEFITS continued:

5170 Sick Leave Buy Back

Provides for annual buy back of sick leave hours in excess of 432 hour base for all full-time employees. Buy back value is based upon years of services as follows:

- A) Employee with three (3) to six (6) years of service receives a buy back value of 45% of hours in excess of 432.
- B) Employee with six (6) to nine (9) years of service receives a buy back value of 55% of hours in excess of 432.
- C) Employee with nine (9) to twenty (20) years of service receives a buy back value of 70% of hours in excess of 432.
- D) Employee with over twenty (20) years of service receives a buy back value of 75% of hours in excess of 432.

5175 Vacation Leave Buy Back

Provides for annual buy back of leave hours in excess of 120 hours for all full-time employees

MATERIAL, SUPPLIES AND SERVICES:

6099 Other Professional Services

Provides for elevator maintenance services and other services for facility maintenance that in-house staff are unable to perform

6127 Alarm Monitoring

Provides for fire and security alarm monitoring services at all City owned facilities

6130 Repair & Maintenance/Facilities

Provides for repairs and maintenance of all facilities regarding electrical, drywall, etc. performed by City staff

6137 Repair & Maintenance/Equipment

Provides for repairs and maintenance of equipment used to repair all facilities

6170 Equipment & Tool Rental

Provides for rental of equipment to complete various facility maintenance projects. Rental such as scissor lifts, scaffolding, other specialized equipment.

FACILITIES MAINTENANCE

DIVISION 433654

MATERIAL, SUPPLIES AND SERVICES continued:

- 6099 Other Professional Services
Provides funds for elevator maintenance services
- 6127 Alarm Monitoring
Provides funds for alarm monitoring services at all City owned facilities
- 6130 Repair and Maintenance/Facilities
Provides funds for various repairs that are outsourced
- 6137 Repair and Maintenance/Equipment
Provides funds for repair and maintenance of equipment used to report City facilities
- 6170 Equipment and Tool Rental
Provides funds for rental equipment necessary to perform repairs and ongoing maintenance of City facilities. Rented equipment includes thing such as scissor lifts, scaffolding and other specialized equipment.
- 6257 Licenses and Permits
Provides for inspection permits from the County of Orange for City owned generators
- 6290 Department Contract Services
Provides funds for contract services to repair the City Hall fountains and HVAC and air handler equipment at all City facilities
- 6301 Special Department Supplies
Provides for janitorial supplies, toilet paper, trash liners, cleaners, soaps, mops, buckets, broom etc.
- 6350 Small Tools & Furnishings
Provides funds for various small tools necessary for building maintenance, upkeep and cleaning
- 6399 Other Supplies
Provides funds for chemical supplies for Gomez and Whitten pools



Annual Budget
Fiscal Year 2012-13

CITYWIDE SERVICES
VEHICLE MAINTENANCE
433558

CITYWIDE SERVICES		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
TOTAL SALARIES AND BENEFITS		-	-	-	-	-
MATERIAL, SUPPLIES & SERVICES						
6301	Special Department Supplies	288	-	-	-	-
TOTAL MATERIALS, SUPPLIES & SERVICES		288	-	-	-	-
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
GRAND TOTAL		288	-	-	-	-

VEHICLE MAINTENANCE

DIVISION 433558

Effective Fiscal Year 2012-13, Vehicle Maintenance activities are accounted for in Citywide Services (433658).



**Annual Budget
Fiscal Year 2012-13**

**CITYWIDE SERVICES
FLEET OPERATIONS**

433658

CITYWIDE SERVICES		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
	SALARIES AND BENEFITS					
5001	Full-time Salaries	22,643	-	-	-	-
5005	Part-time Salaries	38,865	48,340	48,340	46,000	-
5015	Overtime	-	-	-	-	-
5020	Leave Accrual Payout	-	-	-	15,430	-
5110	Life Allocation	67	-	-	-	-
5115	Dental Allocation	135	-	-	-	-
5120	Optical Allocation	40	-	-	-	-
5125	Long-term Disability Insurance	151	-	-	-	-
5135	Medicare	1,195	710	710	670	-
5140	Employers' Social Security	-	3,000	3,000	1,730	-
5141	Employers' PARS/ARS	1,391	-	-	-	-
5145	Retirement Annuity	1,587	-	-	-	-
5175	Vacation Leave Buy Back	-	-	-	-	-
	TOTAL SALARIES AND BENEFITS	66,074	52,050	52,050	63,830	-
	MATERIAL, SUPPLIES & SERVICES					
6134	Repair & Maintenance/Vehicles	-	-	-	-	65,000
6137	Repair & Maintenance/Equipment	8,546	5,000	5,000	4,000	2,500
6140	Vehicle Maintenance Allocation	-	7,500	7,500	-	-
6235	Travel and Meetings	-	500	500	-	-
6255	Dues and Memberships	-	800	800	500	500
6285	Hazardous Material Disposal	1,180	4,000	4,000	4,000	4,000
6290	Department Contract Services	-	-	-	-	120,200
6301	Special Department Supplies	4,926	12,000	12,000	9,000	18,000
6320	Books & Periodicals	-	500	500	100	100
6345	Gasoline & Diesel Fuel	190,598	275,000	275,000	260,000	275,000
6350	Small Tools & Furnishing	445	3,000	3,000	1,000	1,000
6365	Computer Software	-	-	-	-	-
	TOTAL MATERIALS, SUPPLIES & SERVICES	205,695	308,300	308,300	278,600	486,300
	CAPITAL OUTLAY					
6840	Machinery & Equipment	547	2,500	2,500	-	-
	TOTAL CAPITAL OUTLAY	547	2,500	2,500	-	-
	GRAND TOTAL	272,316	362,850	362,850	342,430	486,300

FLEET OPERATIONS

DIVISION 433658

MATERIAL, SUPPLIES & SERVICES:

- 6134 Repair & Maintenance/Equipment
Provides for repairs and maintenance of shop equipment including tire machines, welders, grinders, compressors, vehicle lifts, overhead reels and other equipment
- 6255 Dues and Memberships
Provides for dues and membership to professional organizations
- 6285 Hazardous Material Disposal
Provides for costs associated with the proper disposal of hazardous materials (waste oil, anti-freeze, etc.) which are disposed by an outside vendor
- 6290 Department Contract Services
Provides for outsourced repair services and contract employees

FLEET OPERATIONS

DIVISION 433658

MATERIAL, SUPPLIES & SERVICES continued:

- 6301 Special Department Supplies
Provides for supplies needed such as brake cleaner, chemical agents, degreasers, oxygen/acetylene, and other supplies
- 6320 Books & Periodicals
Provides for periodicals and manuals as necessary
- 6345 Gasoline & Diesel Fuel
Provides for unleaded gasoline and diesel fuel for vehicles used for City business and operations
- 6350 Small Tools and Furnishings
Provides for various small tools

CAPITAL OUTLAY:

- 6840 Machinery & Equipment
Provides for a replacement tire machine



**Annual Budget
Fiscal Year 2012-13**

**SUCCESSOR TO THE RDA
DEBT SERVICE
327525**

		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
RDA DEBT SERVICES						
SALARIES AND BENEFITS						
TOTAL SALARIES AND BENEFITS		-	-	-		
MATERIAL, SUPPLIES & SERVICES						
6099	Other Professional Services	-	22,340	22,340		
6296	Administrative Service Fee	22,334	244,677	244,677		
6410	Property Taxes	-	-	-		
TOTAL MATERIALS, SUPPLIES & SERVICES		22,334	267,017	267,017	-	-
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
OTHER EXPENDITURES						
6905	Principal Expense	750,000	785,000	785,000		
6915	Interest Expense	1,093,584	1,065,720	1,065,720		
6920	Interest/Other Debt	158,900	-	-		
6930	Pass-Thru Payments	173,378	254,000	254,000		
6935	Lease Expenditures	873,131	1,184,263	1,184,263		
TOTAL OTHER EXPENDITURES		3,048,993	3,288,983	3,288,983	-	-
GRAND TOTAL		3,071,327	3,556,000	3,556,000	-	-

RDA DEBT SERVICE

DIVISION 327525



**Annual Budget
Fiscal Year 2012-13**

**SUCCESSOR TO THE RDA
LOW & MODERATE HOUSING
347536**

LOW & MODERATE HOUSING		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
5001	Full-time Salaries	27,021	-	-		
5005	Part-time Salaries	-	-	-		
5105	Health Allocation	2,590	-	-		
5110	Life Allocation	110	-	-		
5115	Dental Allocation	141	-	-		
5120	Optical Allocation	56	-	-		
5125	Long-term Disability Insurance	252	-	-		
5135	Medicare	413	-	-		
5145	Retirement Annuity	2,325	-	-		
TOTAL SALARIES AND BENEFITS		32,908	-	-	-	-
MATERIAL, SUPPLIES & SERVICES						
6001	Management Consulting Services	30,824	30,000	30,000		
6005	Legal Fees	15,689	10,000	10,000		
6030	Trustee Fees	-	-	-		
6099	Other Professional Services	1,626	55,000	55,000		
6115	Landscape	-	-	-		
6130	Repair & Maint/Facilities	30,250	5,000	5,000		
6197	Purchased Appraisal Services	400	1,000	1,000		
6199	Other Purchased Property Service	1,977	5,000	5,000		
6257	Licenses & Permits	-	-	-		
6296	Administrative Service Fee	-	82,336	82,336		
6330	Electricity	-	-	-		
6335	Water	-	-	-		
6401	Community Programs	1,750	-	-		
6402	Emergency Rental Assistance	-	3,000	3,000		
6410	Property Taxes	-	-	-		
6499	Other Program Expenditures	146,545	50,000	50,000		
TOTAL MATERIALS, SUPPLIES & SERVICES		229,061	241,336	241,336	-	-
CAPITAL OUTLAY						
6710	Land	200,884	-	-		
TOTAL CAPITAL OUTLAY		200,884	-	-	-	-
OTHER EXPENDITURES						
6905	Principal Expense	60,000	55,000	55,000		
6915	Interest Expense	155,368	165,000	165,000		
TOTAL OTHER EXPENDITURES		215,368	220,000	220,000	-	-
GRAND TOTAL		678,221	461,336	461,336	-	-

**FISCAL YEAR 2012-13
REDEVELOPMENT AGENCY
LOW & MODERATE HOUSING**

LOW & MODERATE

DIVISION 347536

LOW & MODERATE
DIVISION 347536



**Annual Budget
Fiscal Year 2012-13**

**SUCCESSOR TO THE RDA
CAPITAL PROJECTS
357536**

RDA ADMINISTRATION		Actual 2010-11	Budget 2011-12	Amended Budget 2011-12	Estimate 2011-12	Proposed 2012-13
SALARIES AND BENEFITS						
5001	Full-time Salaries	200,668	139,240	139,240		
5005	Part-time Salaries	17,463	-	-		
5020	Leave Accrual Payout	6,928	-	-		
5105	Health Allocation	17,584	9,220	9,220		
5110	Life Allocation	424	430	430		
5115	Dental Allocation	913	750	750		
5120	Optical Allocation	291	150	150		
5125	Long-term Disability Insurance	1,790	1,070	1,070		
5135	Medicare	3,374	2,020	2,020		
5140	Employers' Social Security	-	-	-		
5141	Employees PARS/ARS	465	-	-		
5145	Retirement Annuity	16,248	12,520	12,520		
5159	Employee Medical Opt Out Plan	-	-	-		
5175	Vacation Leave Buy Back	7,463	-	-		
TOTAL SALARIES AND BENEFITS		273,611	165,400	165,400	-	-
MATERIAL, SUPPLIES & SERVICES						
6001	Management Consulting Services	1,049	50,000	50,000		
6005	Legal Services	7,083	15,000	15,000		
6010	Accounting & Auditing Services	14,413	7,630	7,630		
6030	Trustee Fees	1,750	-	-		
6099	Other Professional Services	121,361	125,000	125,000		
6197	Purchased Appraisal Services	2,250	-	-		
6255	Dues & Memberships	2,320	2,400	2,400		
6296	Administrative Service Fee	-	50,550	50,550		
6325	Postage	81	-	-		
6401	Community Programs (Façade Program)	20,000	-	-		
6410	Property Taxes	21,952	25,000	25,000		
6499	Other Program Expenditures	2,570	-	-		
TOTAL MATERIALS, SUPPLIES & SERVICES		194,829	275,580	275,580	-	-
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY		-	-	-	-	-
OTHER EXPENDITURES						
6935	Lease Expenditures	150,000	-	-		
6999	Other Expenditures	-	-	-		
TOTAL OTHER EXPENDITURES		150,000	-	-	-	-
GRAND TOTAL		618,440	440,980	440,980	-	-

RDA ADMINISTRATION

DIVISION 357536

RDA ADMINISTRATION

DIVISION 357536

