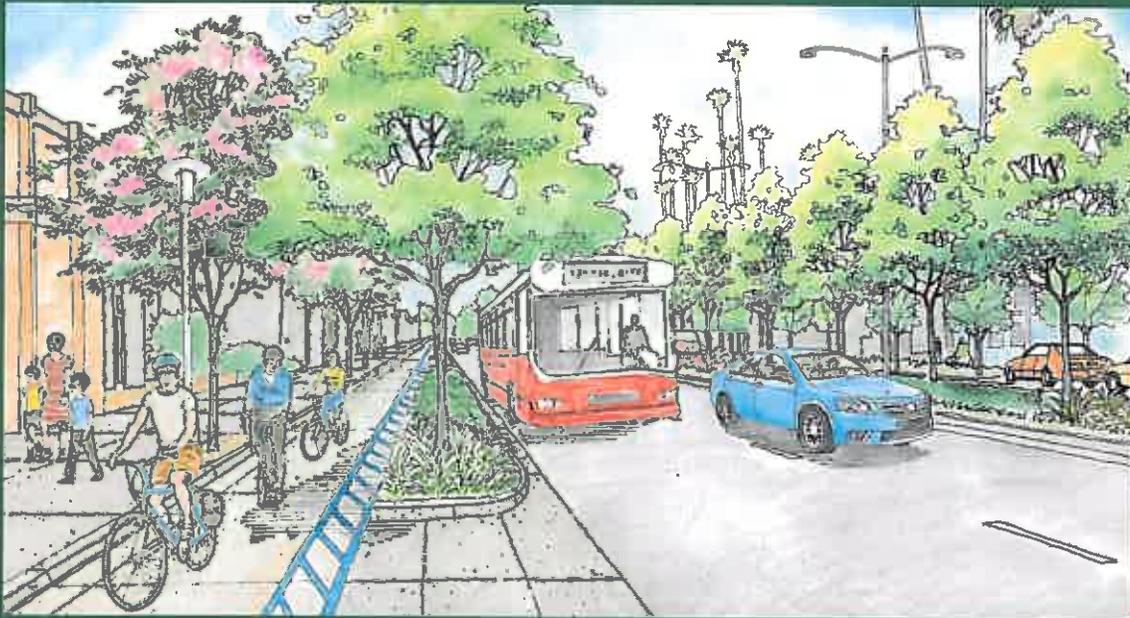


# CITY OF TEMPLE CITY



**OPERATING BUDGET AND  
CAPITAL IMPROVEMENT PROGRAM  
ADOPTED BUDGET 2011 - 2013**

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013**

TOM CHAVEZ  
Mayor

VINCENT YU  
Mayor Pro Tem

CARL BLUM  
Councilmember

CYNTHIA STERNQUIST  
Councilmember

FERNANDO VIZCARRA  
Councilmember

JOSE E. PULIDO  
City Manager

BRIAN S. HAWORTH  
Economic Development Manager  
Assistant to the City Manager

JOSE E. PULIDO  
Interim Director of Administrative Services

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013**

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ADOPTED BUDGET  
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CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011 - 2013

# BUDGET MESSAGE

June 28, 2011



Honorable Mayor and Councilmembers of City of Temple City,  
Esteemed Community Members:

Welcome to the City's first Budget-in-Brief message, a companion guide to understanding the Fiscal Year (FY) 2011-12 Adopted City Budget.

The purpose of this summary is two-fold. First, it provides a convenient and concise alternative to reading the at-times daunting budget document—which, as an accounting tool, is necessarily lengthy and technical. Second, it informs citizens of the City's spending priorities, while also familiarizing the community with the City's budgeting process.

It is my hope that by providing government information in a more approachable manner, this Budget-in-Brief will enable and promote broader public involvement in the City's fiscal planning process and beyond.

Despite the recent economic downturn, the City remains committed to improving and expanding our level of service to the community. As such, we are determined to involve the public in the City's decision-making, in order to ensure that each dollar spent optimizes community value.

As the City continues working hard to protect local services, promote Temple City's future prosperity, and preserve its prestige, we invite your participation and input. Please have a look at this year's budget priorities and let us know what you think.

In here, you will find information about:

- The City's financial standing;
- What's new in this year's budget;
- Why financial planning is so important
- A closer look at the City's approach to this year's budget; and
- How you can participate in the fiscal planning process.

As always, do not hesitate to engage any questions, concerns and comments. We look forward to working with you to build a greater community.

---

## **FY 11-12 OVERVIEW**

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### **THEME**

**"LIVING WITHIN MEANS, WHILE INVESTING STRATEGICALLY"**

### **EFFECTIVE**

**JULY 1, 2011 - JUNE 30, 2012**

### **VALUE**

**\$33,594,305**

### **NEW CONDITIONS, NOTABLE TRENDS**

- **PROPERTY, SALES TAX REVENUES ON THE RISE**
- **REVENUES FROM TRADITIONAL FUNDING SOURCES IN DECLINE**

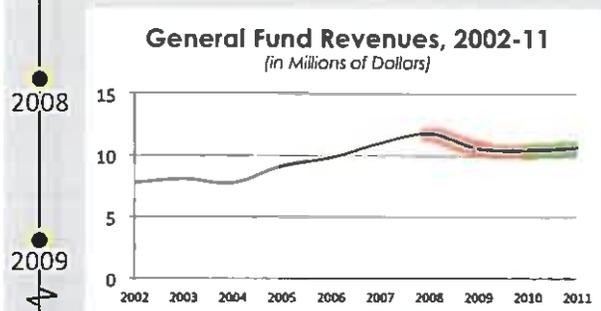
### **KEY INITIATIVES**

- **CONTINUE ENHANCING CITY SERVICES, INCREASING OPERATIONAL EFFICIENCY**
  - **DEVELOP REVENUE-RECOVERY STRATEGIES: COMPETITIVE GRANTS, PROTECTING PROPERTY VALUES**
  - **UPDATE CITY INFRASTRUCTURE (CAPITAL IMPROVEMENT PROJECTS)**
-

## Tracking Revenue

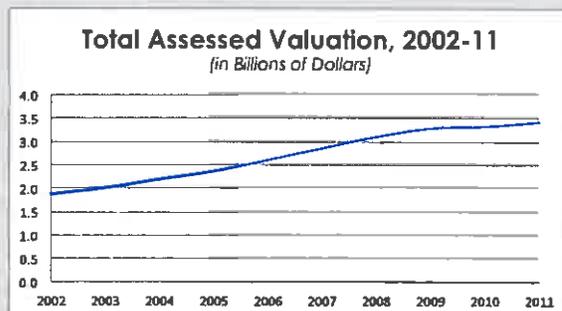
LOSS  
RECOVERY

**2007-09**  
2007 17% decline in local revenues results in \$2 million decrease in General Fund revenues.



**2010** 2010 State raids \$300,000 from City's redevelopment agency

**FY 2010-11**  
Recent critical revenue loss prompts zero-based budgeting exercise. Examining expenditures line-by-line trims nearly \$800,000 from previous year's spending.



**2011** 2011 During the City's FY 10-11 mid-year review, after experiencing higher-than-anticipated revenue levels, City Council adjusts estimated General Fund revenues from \$9.8 to \$10.2 million.

The City anticipates a 3% increase in property values over last year, to generate an additional \$65,250 in property tax revenue.

**FY 2011-12**  
Updates to cost allocation plan, user fee schedule and other revenue sources to generate an estimated \$785,000 from new or enhanced city services, programs.

City secures \$12 million in grant monies to advance capital improvement projects.

**2012** 2012 City potentially loses revenue source after State budget phases out redevelopment funding.

## Our financial standing

In the current down economy, while cities across the nation struggle with layoffs and service cuts, our City is fortunately in a relatively stable financial position—in large part thanks to prudent fiscal planning.

After facing critical revenue decline between 2007 and 2009, the City responded by implementing a **zero-based budgeting** exercise in FY 2010-11.

As part of the City's effort to elevate operations *From Status Quo to High-Performance*, the new approach involved conducting a line-by-line analysis of all City expenditures.

While budgets are typically drawn by extending previous years' cost allocation plans with minor modifications, zero-based budgeting enabled the City to reassess the value of each dollar spent. Ultimately, after the exercise, we were able to trim nearly \$800,000 from the previous year's expenditure total.

Since then, figures have shown steady recovery in the City's local revenue. But with state and federal funding in decline overall, it is clear that in order for the City to continue providing high-level service, it must focus its efforts on local economic development.

As a part of strategic planning, the City is looking into how it can leverage available funds to develop the City's assets, as well as generate alternative sources of revenue.

Looking ahead, we believe that investing in infrastructure will not only modernize and maintain City Hall's functioning for greater efficiency and user experience, but will also add value to the community—thereby making it a more attractive place for private investment citywide.

◀ **ADAPTING TO 'NEW NORMAL'—DOING MORE WITH LESS:** *With state and federal level revenues in decline, the City has been proactive in recovering lost funds by competing for grants, updating user fee schedules, reducing administrative redundancies, etc.*

## BUDGET IN ACTION

► The City's renewed commitment to becoming high-performance resulted in its adoption of a zero-based budgeting approach.

FY 2010-11 From Status Quo to High-Performance	FY 2011-12 Living within Means, Investing Strategically
Analyze expenditures line-by-line as part of zero-based budget approach	Adopt budgeting strategy integrating elements of zero-based approach
Identify and eliminate administrative redundancy, consolidate city departments	Merge City divisions and functions for greater productivity
Freeze staff salaries, require employee contribution to retirement costs	Update city's cost allocation plan, user fee schedule
Emphasize long-range planning	Define action plans focused on critical needs, high-yield initiatives
Zero-based budgeting helps City to trim \$800,000 from previous year's budget, recover from \$2 million General Fund decline from 2007-09	Recovering revenue levels allow one-time allocation of \$867,000 from General Fund Reserve to invest in capital improvement projects

### What's new in this year's budget?

Last year, budget initiatives addressing inefficient cost allocation saved the City \$800,000 in eliminated expenses.

This year, as the City continues to fine-tune internal organization, it is also seeking to add and enhance community programs.

At a time when many government and business operations are scaling back, it may seem odd for Temple City to be doing the exact opposite. However, it is our belief that through strategic investment, the City can create community value that translates into appreciable financial rewards.

#### Here's how it works:

In the case of enhancing programs, providing high-level service creates pleasant communities and upholds prestige. These qualities bolster property values and stimulate local economy by attracting new businesses.

Likewise, investing in **capital improvement projects (CIP)** to modernize the City's aging infrastructure—including roads, facilities and information systems—will not only improve local livability and administrative operations, but also further contribute to adding the community value that is crucial for securing commercial investment opportunities.

**Capital improvement projects** replace and plan for Temple City's aging infrastructure. This year CIP expenditures account for 46% of the citywide budget.

Reading on, you can begin to see how the City is practicing strategic budgeting and investment to nurture our financial prospects.

## Why is financial planning so important?

Financial planning plays a vital role in setting policies in motion. It is through this process that the City defines spending priorities and distributes funds in accordance with established goals and visions.

Two documents guide the City's revenue distribution: the **Adopted City Budget**, which dictates spending in the immediate fiscal year; and the **Two-Year Work Plan**, which identifies long-range goals, as well as prescribes necessary actions to achieve them.

*The Two-Year Work Plan will be posted on the City's website in April 2012.*

# The Budgeting Process

## FREQUENTLY ASKED

### WHAT DOES THE BUDGET PAY FOR?

All labor, capital costs associated with City operations, programs, services. E.g., personnel wages; property acquisition of park space; natural disaster emergency relief; construction of community centers, jungle gyms; etc.

### WHO MAKES SPENDING DECISIONS?

The City Council allocates revenues.

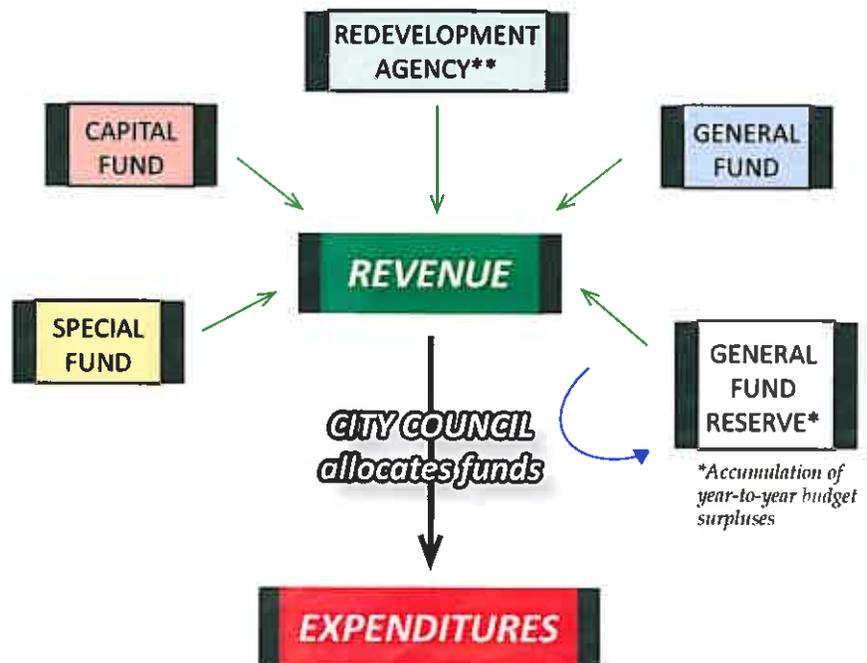
### HOW AM I REPRESENTED IN THE BUDGET?

City Council meetings serve as a platform for ongoing dialogue between elected officials and the community-at-large. They are held the first and third Tuesdays of the month and are open to public comment.

In addition, because Councilmembers must become elected, by virtue of the Democratic process, those who win office tend to be those who best represent the ideals valued by most of the community.

### HOW ARE FUNDS DISTRIBUTED?

See *Distributing City Funds* table below.



REVENUE TYPE	FUND SOURCES	PURPOSE/USES	RESTRICTIONS/SPECIAL NOTES
General Fund	Locally generated money. E.g., property and sales taxes, user fees, etc.	Administrative costs, city services. E.g., sheriff's protection, parking enforcement, animal control, community preservation.	Generally no restrictions.
*General Fund Reserve Account	Accumulation of prior years' budget surpluses.	Emergencies, special projects.	Distribution limited by guidelines, regulations.
Special Fund	Intergovernmental grants, subsidies from special taxes. E.g., gas tax.	Various designated accounts. E.g., local transportation, road funds etc.	Agree to terms of use. E.g., road funds may not be used to fund sheriff's services.
Capital Fund	Grants, redevelopment agency.	Supportive funding for capital improvement projects.	Funds typically reimbursed. Since some grants are competitive, the City must invest and innovate in ambitious projects to secure funding.
Redevelopment Agency Funds	Subsidies from State Redevelopment Agency.	Advance economic revitalization initiatives.	**As of 2012, the State may terminate redevelopment funding.

## Distributing City funds

◀ Because revenues flow in from various sources, how the City spends its revenues is subject to guidelines and regulations.

# GRANT SOURCES

## ROSEMEAD BLVD PROJECT

SOURCE/USE	VALUE
SAFETEA-LU transportation improvement fund	\$719,920
Highway Safety Improvement Program	\$340,000
Rubberized Asphalt Concrete sidewalks	\$110,250
Bicycle Transportation	\$443,000
MTA Call for Projects	\$2,249,984
<b>TOTAL</b>	<b>\$3,863,154</b>

▲ Grants monies make up 20 percent of Temple City's Rosemead Boulevard Safety Enhancement and Beautification Project.

Moving forward, as state and federal funding levels decline, local revenues and grants will become more significant money sources.

This year, grant revenues totaled more than **\$12 million**, accounting for more than 36% of the City budget.

Toward remaining qualified and viable to compete for grants, the City has been aggressively developing ambitious capital improvement projects—including the Rosemead Boulevard Safety Enhancement and Beautification Project.

A look at the \$18 million multimodal development will reveal that grants constitute more than 20 percent of the overall budget.

While the millions we dedicate to CIPs may seem extravagant, modernizing City operations and updating aging public infrastructure will no doubt enhance the community experience and elevate the City's prestige—and ultimately stimulate the local economy.

Considering the potential return, we are confident that the decision to invest will ultimately prove to be a wise one.

# Strategic Investment

Looking ahead, with intergovernmental funds in decline, local revenues are becoming an increasingly significant funding source for cities. Consequently, it will take more than pinching pennies to ensure Temple City's continued prosperity.

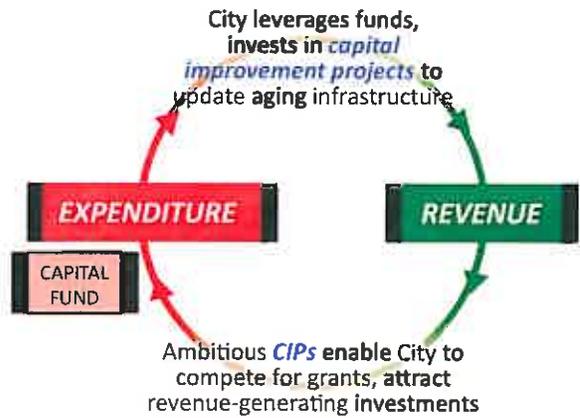
Good news from the County Assessor's office reports that, for the second year in a row, our City saw one of the highest assessed valuation growth rates in the region.

This rise in property values is important, as it means the City can anticipate increased property tax revenues. With more funds to spend, the City may improve and expand its programs and services to enhance livability and boost economic vitality.

While the typical "savings" approach frees up available funds by eliminating inefficient spending, refocusing energy on investing will enlarge the money pot by adding community value and promoting business opportunities.

Among the ideas behind the \$18 million Rosemead Boulevard Safety Enhancement and Beautification Project are not only enhancement of community's livability, but also revitalization of one of the City's commercial corridors. By sprucing up Rosemead Boulevard, Temple

City becomes a more attractive regional shopping destination, as well as a more promising place for businesses to set up shop.



▲ While updating infrastructure in a rough economy may seem at odds with "living within our means," doing so preserves community prestige and attracts private investment opportunities. Ultimately, by "investing strategically," the City can reap significant dividends in additional revenue generated from new businesses and increased property values.

## Living within Means, Investing Strategically

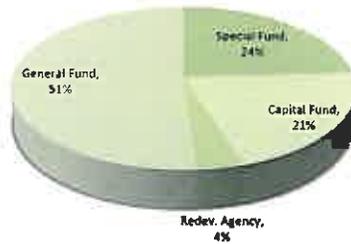
A major focus of this year's \$33.6 million budget is modernizing infrastructure through CIPs. (See *In Progress* on the next page.)

As the City forges forth as a high-performance organization, it will need the proper infrastructure to allow it to continue thriving in a fast-changing world. While our roads, facilities and other resources have served us well over the past 50 years, it is now time to regroup, rejuvenate and plan for the next 50 years and beyond.

As discussed, with outside revenue sources quickly drying up, in order to fund CIPs, the City is rethinking its fiscal strategies. In addition to competing for grants, it is also looking into how to leverage current resources to promote local economic growth.

And with local revenues on the rise, the time is ripe for investment. Over the next two years, the City will allocate a one-time draw of \$867,000 from the **General Fund Reserve (GFR)** Account in support of CIP development.

*By leveraging limited amounts from the **General Fund Reserve** to invest in CIPs, the City becomes eligible to compete for multi-million grant awards.*



**CITYWIDE REVENUE BY FUND**



**CITYWIDE EXPENDITURE BY TYPE**

BUDGET	%	GF REVENUES	BUDGETED EXPENDITURES	DIFFERENCE	BALANCING MECHANISM
CITYWIDE	100%	\$21,510,805	\$33,594,305	\$12,083,500	Grants
General Fund	37.6%	\$11,754,110	\$12,621,110	\$867,000	General Fund Reserve

Although 'borrowing' from the GFR may seem inconsistent with "Living within Our Means," the value CIP spending may bring is consistent with the City's initiative to "Invest Strategically."

Furthermore, with construction costs currently low and grant monies still available, investing in CIPs sooner rather than later is the wiser economic choice that will save the City money in the long-run.

## IN PROGRESS

CIPs, FY 2011-12

INITIATIVE	EST. COST	KEY PROJECTS
Public Infrastructure	\$15 million	Upgrade roads, streets, traffic signage, sidewalks, sewers, handicap-accessibility
Facility Improvements	\$249,175	Revitalize City facilities. E.g., Council chamber renovations, Live Oak Park Community Center, park planter and monument reconstruction
Long Range Planning	\$179,925	Prepare community for long-term sustainability. E.g., Bicycle Master Plan, Park & Open Space Master Plan
<b>TOTAL</b>	<b>\$15.5 million</b>	

### *Let's work together for a greater Temple City*

In coping with the financial challenges of an unfortunate national economy, the City is keeping one step ahead by *Living within Our Means while Investing Strategically*.

We are determined to continue delivering on community expectations for high-level service. As such, we have proactively sought alternative fiscal strategies to preserve and grow revenue levels. For example, we are pursuing CIPs to enhance the community, as well as renewing the City's Community Preservation efforts to protect our neighborhoods' livability and prestige.

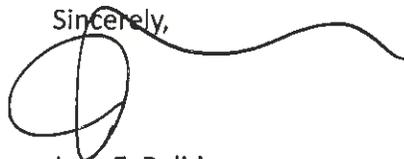
As we continue striving for high level achievement, your involvement will be key to our success. On behalf of City Council and City staff, I encourage your participation.

We are currently in the process of planning for FY 2012-13 and would love to hear your input. What is *your* vision for Temple City? Let's open the dialogue and start building a Temple City for us all.

For detailed breakdowns of expenditures and specific allocation figures, please explore the charts in the Adopted City Budget following this Budget-in-Brief message.

For more information on this year's budget, or how you can participate in planning next year's budget, reach me at (626) 285-2171. Please also utilize the resources made available on the City's website at [www.templecity.us](http://www.templecity.us).

Sincerely,



Jose E. Pulido  
City Manager

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011 - 2013

# **BUDGET SUMMARY**

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013**

**BUDGET GUIDE**

The budget document serves two distinct purposes. One purpose is to present the City Council and public with a clear picture of the services that the City provides. The other purpose is to provide City Management and Staff with a financial and operating plan that conforms with generally accepted accounting principles for the City of Temple City, the Temple City Redevelopment Agency, the Temple City Financing Authority and the Community Development & Housing Authority.

The BUDGET MESSAGE summarizes the major changes in the budget.

The BUDGET GUIDE describes the various sections of the budget.

The BUDGET SUMMARY provides an overview of the City's organization and staffing for each program.

The FUND SECTION provides a summary of the various fund balances.

The REVENUE SECTION provides a summary of the resources available.

The EXPENDITURE SECTION provides a summary of the programs proposed for the City. Program goals, on-going operations and line item details provide further information for each program.

The VEHICLES AND EQUIPMENT SECTION lists the vehicles and equipment to be replaced for FY 2011-13.

The CAPITAL IMPROVEMENT PROGRAM lists the capital improvement plan for FY 2011-13.

To find any of this information, please refer to the TABLE OF CONTENTS.

**CITY OF TEMPLE CITY  
ADOPTED UDGET  
FY 2011-2013**

**CITY OFFICIALS**

CITY COUNCIL

TOM CHAVEZ  
Mayor

VINCENT YU  
Mayor Pro Tem

CARL BLUM  
Councilmember

CYNTHIA STERNQUIST  
Councilmember

FERNANDO VIZCARRA  
Councilmember

MANAGEMENT TEAM

JOSE E. PULIDO  
City Manager

JOSE E. PULIDO  
Interim Director of Administrative Services

CATHY BURROUGHS  
Director of Parks & Recreation

MARY R. FLANDRICK  
City Clerk

BRIAN S. HAWORTH  
Economic Development Manager/ Assistant To The City Manager

STEVEN M. MASURA  
Community Development Director

JOE LAMBERT  
Community Development  
Manager

ROBERT SAHAGUN  
Community Preservation  
Supervisor

BRYAN ARIIZUMI  
Public Safety  
Officer

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013

COMMISSIONS

PLANNING COMMISSION

Tom O'Leary	Chairman
Patrick J. Horton	Vice-Chairman
John Cordes	Commissioner
Albert Leung	Commissioner
Jerry Seibert	Commissioner

PARKS AND RECREATION COMMISSION

Dan Arrighi	Chairman
Nanette Fish	Vice-Chairman
Peggy Miller	Commissioner
Andrea Olivas	Commissioner
Pam Vigil	Commissioner

PUBLIC SAFETY COMMISSION

Jim Clift	Chairman
Ousama Nimri	Vice-Chairman
Brian Baudendistel	Commissioner
Patricia Shen	Commissioner
Nick Stratis	Commissioner

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013**

**ORGANIZATION STRUCTURE**

**MANAGEMENT SERVICES DEPARTMENT**

City Council  
City Manager  
City Attorney  
Elections  
Council Support  
Community Relations

**ADMINISTRATIVE SERVICES DEPARTMENT**

Support Services  
Insurance/Benefits  
Accounting  
Purchasing

**COMMUNITY DEVELOPMENT DEPARTMENT**

Planning  
Building  
Housing

**Public Safety Division**

Law Enforcement  
Traffic Engineering  
Animal Control  
Emergency Services  
Community Preservation  
Parking Administration

**Public Works Division**

Administration & Engineering  
Street Cleaning  
Traffic Signal Maintenance  
Traffic Signs & Striping Maintenance  
Street Maintenance  
Sidewalk Maintenance  
Solid Waste Management  
Street Lighting

**Maintenance Division**

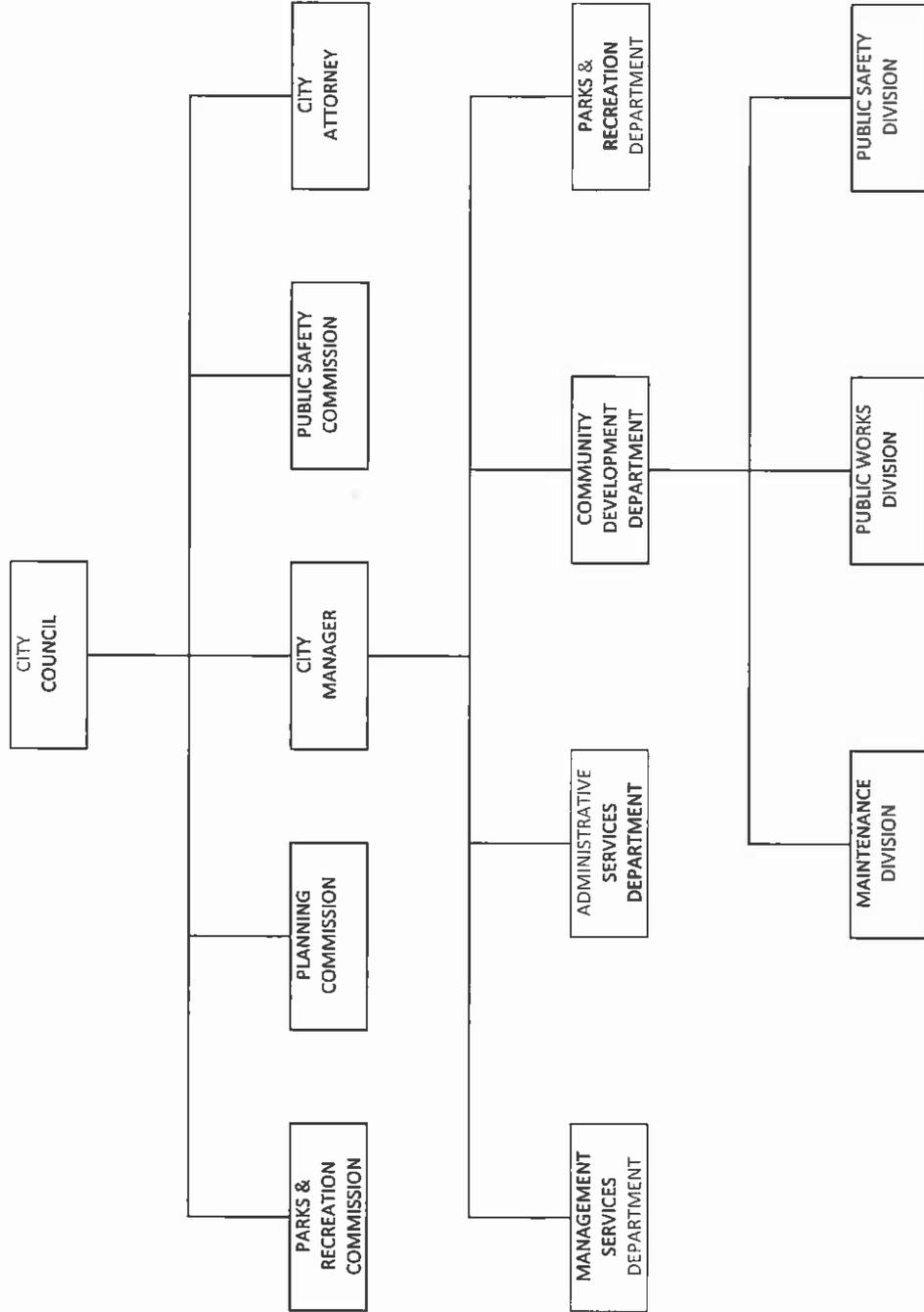
General Government Buildings  
Parking Facilities  
Graffiti Abatement

**PARKS & RECREATION DEPARTMENT**

Recreation/Human Services  
Public Transportation  
Parks - Maintenance/Facilities  
Trees & Parkways

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013

ORGANIZATION CHART



**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013**

FULL TIME  
POSITION SCHEDULE  
BY PROGRAM

DEPARTMENT STAFFING	FY 2011-12 POSITION	DEPARTMENT STAFFING	FY 2012-13 POSITION
<b><u>MANAGEMENT SERVICES DEPARTMENT</u></b>		<b><u>MANAGEMENT SERVICES DEPARTMENT</u></b>	
CITY MANAGER		CITY MANAGER	
City Manager	1.000	City Manager	1.000
Economic Development Manager/Assistant to the City Manager	1.000	Economic Development Manager/Assistant to the City Manager	1.000
	2.000		2.000
COUNCIL SUPPORT		COUNCIL SUPPORT	
City Clerk	1.000	City Clerk	1.000
Deputy City Clerk	1.000	Deputy City Clerk	1.000
	2.000		2.000
COMMUNITY RELATIONS		COMMUNITY RELATIONS	
Director of Parks & Recreation	0.050	Director of Parks & Recreation	0.050
Parks & Recreation Admin Coordinator	0.100	Parks & Recreation Admin Coordinator	0.100
	0.150		0.150
<b><u>ADMINISTRATIVE SERVICES DEPARTMENT</u></b>		<b><u>ADMINISTRATIVE SERVICES DEPARTMENT</u></b>	
SUPPORT SERVICES		SUPPORT SERVICES	
Director of Administrative Services	0.250	Director of Administrative Services	0.250
Personnel Analyst	0.500	Personnel Analyst	0.500
	0.750		0.750
INSURANCE/BENEFITS		INSURANCE/BENEFITS	
Director of Administrative Services	0.250	Director of Administrative Services	0.250
Personnel Analyst	0.500	Personnel Analyst	0.500
	0.750		0.750
ACCOUNTING		ACCOUNTING	
Director of Administrative Services	0.445	Director of Administrative Services	0.445
Accountant	0.850	Accountant	0.850
Account Analyst	1.000	Account Analyst	1.000
	2.295		2.295
<b><u>COMMUNITY DEVELOPMENT DEPARTMENT</u></b>		<b><u>COMMUNITY DEVELOPMENT DEPARTMENT</u></b>	
PLANNING		PLANNING	
Community Development Director	0.250	Community Development Director	0.250
Community Development Manager	0.700	Community Development Manager	0.700
Secretary	0.400	Secretary	0.400
Associate Planner	2.000	Associate Planner	2.000
	3.350		3.350
BUILDING		BUILDING	
Community Development Director	0.150	Community Development Director	0.150
Community Development Manager	0.200	Community Development Manager	0.200
Secretary	0.100	Secretary	0.100
Building Inspector	0.800	Building Inspector	0.800
Building/Housing Assistant	0.850	Building/Housing Assistant	0.850
	2.100		2.100
HOUSING		HOUSING	
Community Development Director	0.050	Community Development Director	0.050
Secretary	0.100	Secretary	0.100
Building Inspector	0.200	Building Inspector	0.200
Building/Housing Assistant	0.150	Building/Housing Assistant	0.150
Accountant	0.150	Accountant	0.150
	0.650		0.650

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013**

FULL TIME  
POSITION SCHEDULE  
BY PROGRAM

DEPARTMENT STAFFING	FY 2011-12 POSITION	DEPARTMENT STAFFING	FY 2012-13 POSITION
<b><u>PARKS &amp; RECREATION DEPARTMENT</u></b>		<b><u>PARKS &amp; RECREATION DEPARTMENT</u></b>	
RECREATION/HUMAN SERVICES		RECREATION/HUMAN SERVICES	
Director of Parks & Recreation	0.400	Director of Parks & Recreation	0.400
Community Services Specialist	0.800	Community Services Specialist	0.800
Parks & Recreation Admin Coordinator	0.300	Parks & Recreation Admin Coordinator	0.300
Parks & Recreation Coordinator	1.500	Parks & Recreation Coordinator	1.500
	3.000		3.000
PUBLIC TRANSPORTATION		PUBLIC TRANSPORTATION	
Director of Parks & Recreation	0.200	Director of Parks & Recreation	0.200
Director of Administrative Services	0.055	Director of Administrative Services	0.055
Parks & Recreation Admin Coordinator	0.250	Parks & Recreation Admin Coordinator	0.250
	0.100	Secretary	0.100
	0.605		0.605
PARKS - MAINTENANCE/FACILITIES		PARKS - MAINTENANCE/FACILITIES	
Director of Parks & Recreation	0.250	Director of Parks & Recreation	0.250
Parks & Recreation Admin Coordinator	0.250	Parks & Recreation Admin Coordinator	0.250
Community Services Specialist	0.200	Community Services Specialist	0.200
Parks & Recreation Coordinator	0.500	Parks & Recreation Coordinator	0.500
Park Maintenance Worker	3.000	Park Maintenance Worker	3.000
Park Maintenance Lead Worker	1.000	Park Maintenance Lead Worker	1.000
	5.200		5.200
TREES & PARKWAYS		TREES & PARKWAYS	
Director of Parks & Recreation	0.100	Director of Parks & Recreation	0.100
Parks & Recreation Admin Coordinator	0.100	Parks & Recreation Admin Coordinator	0.100
Tree Trimmer-Leadworker	1.000	Tree Trimmer-Leadworker	1.000
Tree Trimmer	2.000	Tree Trimmer	2.000
	3.200		3.200
<b><u>COMMUNITY DEVELOPMENT DEPARTMENT</u></b>		<b><u>COMMUNITY DEVELOPMENT DEPARTMENT</u></b>	
PUBLIC SAFETY DIVISION		PUBLIC SAFETY DIVISION	
LAW ENFORCEMENT		LAW ENFORCEMENT	
Community Development Director	0.100	Community Development Director	0.100
Public Safety Officer	0.200	Public Safety Officer	0.200
Secretary	0.100	Secretary	0.100
	0.400		0.400
ANIMAL CONTROL		ANIMAL CONTROL	
Public Safety Officer	0.100	Public Safety Officer	0.100
Animal Control Officer	1.000	Animal Control Officer	1.000
Secretary	0.350	Secretary	0.350
	1.450		1.450
EMERGENCY SERVICES		EMERGENCY SERVICES	
Public Safety Officer	0.200	Public Safety Officer	0.200
	0.200		0.200
COMMUNITY PRESERVATION		COMMUNITY PRESERVATION	
Community Development Director	0.100	Community Development Director	0.100
Community Preservation Supervisor	1.000	Community Preservation Supervisor	1.000
Community Preservation Officer	2.000	Community Preservation Officer	2.000
Receptionist	1.000	Receptionist	1.000
Secretary	0.400	Secretary	0.400
	4.500	Senior Community Preservation Officer	1.000
			5.500

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013**

FULL TIME  
POSITION SCHEDULE  
BY PROGRAM

DEPARTMENT STAFFING	FY 2011-12 POSITION	DEPARTMENT STAFFING	FY 2012-13 POSITION
------------------------	------------------------	------------------------	------------------------

**COMMUNITY DEVELOPMENT DEPARTMENT**

**PUBLIC SAFETY DIVISION**

**PARKING ADMINISTRATION**

Community Development Director	0.100
Public Safety Officer	0.200
Secretary	0.200
	<u>0.500</u>

**PUBLIC WORKS DIVISION**

**ADMINISTRATION & ENGINEERING**

Community Development Director	0.150
Community Development Manager	0.100
Public Safety Officer	0.100
Secretary	0.200
	<u>0.550</u>

**TRAFFIC SIGNS & STRIPING**

Maintenance Lead Worker	0.300
	<u>0.300</u>

**STREET LIGHTING**

Public Safety Officer	0.100
Secretary	0.050
	<u>0.150</u>

**MAINTENANCE DIVISION**

**GENERAL GOVERNMENT BUILDINGS**

Community Development Director	0.100
Maintenance Lead Worker	0.400
	<u>0.500</u>

**PARKING FACILITIES**

Public Safety Officer	0.100
Maintenance Lead Worker	0.300
Maintenance Worker	1.000
	<u>1.400</u>

TOTAL FULL TIME POSITIONS 36.000

**COMMUNITY DEVELOPMENT DEPARTMENT**

**PUBLIC SAFETY DIVISION**

**PARKING ADMINISTRATION**

Community Development Director	0.100
Public Safety Officer	0.200
Secretary	0.200
	<u>0.500</u>

**PUBLIC WORKS DIVISION**

**ADMINISTRATION & ENGINEERING**

Community Development Director	0.150
Community Development Manager	0.100
Public Safety Officer	0.100
Secretary	0.200
	<u>0.550</u>

**TRAFFIC SIGNS & STRIPING**

Maintenance Lead Worker	0.300
	<u>0.300</u>

**STREET LIGHTING**

Public Safety Officer	0.100
Secretary	0.050
	<u>0.150</u>

**MAINTENANCE DIVISION**

**GENERAL GOVERNMENT BUILDINGS**

Community Development Director	0.100
Maintenance Lead Worker	0.400
	<u>0.500</u>

**PARKING FACILITIES**

Public Safety Officer	0.100
Maintenance Lead Worker	0.300
Maintenance Worker	1.000
	<u>1.400</u>

TOTAL FULL TIME POSITIONS 37.000

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013**

PART TIME  
POSITION SCHEDULE  
BY PROGRAM

DEPARTMENT STAFFING	FY 2011-12 POSITION	DEPARTMENT STAFFING	FY 2012-13 POSITION
<b><u>MANAGEMENT SERVICES DEPARTMENT</u></b>		<b><u>MANAGEMENT SERVICES DEPARTMENT</u></b>	
CITY MANAGER		CITY MANAGER	
Executive Assistant	1.000	Executive Assistant	1.000
Management Intern	1.000	Management Intern	1.000
Office Assistant	1.000	Office Assistant	1.000
	3.000		3.000
<b><u>ADMINISTRATIVE SERVICES DEPARTMENT</u></b>		<b><u>ADMINISTRATIVE SERVICES DEPARTMENT</u></b>	
ACCOUNTING		ACCOUNTING	
Accounting Assistant	1.000	Accounting Assistant	1.000
Accounting Intern	1.000		
	2.000		1.000
<b><u>COMMUNITY DEVELOPMENT DEPARTMENT</u></b>		<b><u>COMMUNITY DEVELOPMENT DEPARTMENT</u></b>	
PLANNING		PLANNING	
Planning Intern	1.000	Planning Intern	1.000
	1.000		1.000
<b><u>PARKS &amp; RECREATION DEPARTMENT</u></b>		<b><u>PARKS &amp; RECREATION DEPARTMENT</u></b>	
RECREATION/HUMAN SERVICES		RECREATION/HUMAN SERVICES	
Recreation Leaders	24.000	Recreation Leaders	24.000
Recreation Aids	15.000	Recreation Aids	15.000
Senior Leaders	1.500	Senior Leaders	1.500
	40.500		40.500
PARKS -MAINTENANCE/FACILITIES		PARKS -MAINTENANCE/FACILITIES	
Park Maintenance Worker	1.000	Park Maintenance Worker	1.000
Recreation Leaders	4.000	Recreation Leaders	4.000
Senior Leader	0.500	Senior Leader	0.500
	5.500		5.500
<b><u>COMMUNITY DEVELOPMENT DEPARTMENT</u></b>		<b><u>COMMUNITY DEVELOPMENT DEPARTMENT</u></b>	
PUBLIC SAFETY DIVISION		PUBLIC SAFETY DIVISION	
COMMUNITY PRESERVATION		PARKING ADMINISTRATION	
Community Preservation Officer	1.000	Parking Control Officer	3.000
	1.000		3.000
PARKING ADMINISTRATION			
Parking Control Officer	3.000		
	3.000		
<b>TOTAL PART TIME POSITIONS</b>	<b>56.000</b>	<b>TOTAL PART TIME POSITIONS</b>	<b>54.000</b>

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013**

FULL TIME  
POSITION SCHEDULE  
BY POSITION

ACCT NO.	POSITION DEPARTMENT	FY 2011-12 ALLOCATION	FY 2012-13 ALLOCATION
4106	CITY MANAGER 42 City Manager	100.0%	100.0%
4109	ECONOMIC DEVELOPMENT MANAGER/ ASSISTANT TO THE CITY MANAGER 42 City Manager	100.0%	100.0%
4108	CITY CLERK 45 Council Support	100.0%	100.0%
4111	DEPUTY CITY CLERK 45 Council Support	100.0%	100.0%
4110	PERSONNEL ANALYST 46 Support Services 47 Insurance/Benefits	50.0% 50.0%	50.0% 50.0%
		100.0%	100.0%
4112	DIRECTOR OF ADMINISTRATIVE SERVICES 46 Support Services 47 Insurance/Benefits 48 Accounting 58 Public Transportation	25.0% 25.0% 44.5% 5.5%	25.0% 25.0% 44.5% 5.5%
		100.0%	100.0%
4114	ACCOUNTANT 48 Accounting 55 Housing	85.0% 15.0%	85.0% 15.0%
		100.0%	100.0%
4115	ACCOUNT ANALYST 48 Accounting	100.0%	100.0%
4118	COMMUNITY DEVELOPMENT MANAGER 53 Planning 54 Building 71 Administration & Engineering	70.0% 20.0% 10.0%	70.0% 15.0% 15.0%
		100.0%	100.0%
4148	ASSOCIATE PLANNER 53 Planning	100.0%	100.0%
4149	ASSOCIATE PLANNER 53 Planning	100.0%	100.0%
4119	SECRETARY 53 Planning 54 Building 55 Housing 65 Community Preservation	40.0% 10.0% 10.0% 40.0%	40.0% 10.0% 10.0% 40.0%
		100.0%	100.0%

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013**

FULL TIME  
POSITION SCHEDULE  
BY POSITION

ACCT NO.	POSITION DEPARTMENT	FY 2011-12 ALLOCATION	FY 2012-13 ALLOCATION
4131	BUILDING INSPECTOR		
	54 Building	80.0%	80.0%
	55 Housing	20.0%	20.0%
		100.0%	100.0%
4120	BUILDING/HOUSING ASSISTANT		
	54 Building	85.0%	85.0%
	55 Housing	15.0%	15.0%
		100.0%	100.0%
4116	RECEPTIONIST		
	65 Community Preservation	100.0%	100.0%
4122	DIRECTOR OF PARKS & RECREATION		
	56 Community Relations	5.0%	5.0%
	57 Recreation/Human Services	40.0%	40.0%
	58 Public Transportation	20.0%	20.0%
	59 Parks - Maintenance/Facilities	25.0%	25.0%
	83 Trees & Parkways	10.0%	10.0%
		100.0%	100.0%
4124	PARKS & RECREATION ADMINISTRATIVE COORDINATOR		
	56 Community Relations	10.0%	10.0%
	57 Recreation/Human Services	30.0%	30.0%
	58 Public Transportation	25.0%	25.0%
	59 Parks - Maintenance/Facilities	25.0%	25.0%
	83 Trees & Parkways	10.0%	10.0%
		100.0%	100.0%
4125	COMMUNITY SERVICES SPECIALIST		
	57 Recreation/Human Services	80.0%	80.0%
	59 Parks - Maintenance/Facilities	20.0%	20.0%
		100.0%	100.0%
4127	PARKS & RECREATION COORDINATOR		
	57 Recreation/Human Services	50.0%	50.0%
	59 Parks - Maintenance/Facilities	50.0%	50.0%
		100.0%	100.0%
4147	PARKS & RECREATION COORDINATOR		
	57 Recreation/Human Services	100.0%	100.0%
4140	PARK MAINTENANCE LEAD WORKER		
	59 Parks - Maintenance/Facilities	100.0%	100.0%
4143	TREE TRIMMER LEAD WORKER		
	83 Trees & Parkways	100.0%	100.0%
4141	TREE TRIMMER		
	83 Trees & Parkways	100.0%	100.0%
4142	TREE TRIMMER		
	83 Trees & Parkways	100.0%	100.0%

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013**

FULL TIME  
POSITION SCHEDULE  
BY POSITION

ACCT NO.	POSITION DEPARTMENT	FY 2011-12 ALLOCATION	FY 2012-13 ALLOCATION
4117	COMMUNITY DEVELOPMENT DIRECTOR		
	53 Planning	25.0%	25.0%
	54 Building	15.0%	15.0%
	55 Housing	5.0%	5.0%
	61 Law Enforcement	10.0%	10.0%
	65 Community Preservation	10.0%	10.0%
	67 Parking Administration	10.0%	10.0%
	71 Administration & Engineering	15.0%	15.0%
	81 General Government Buildings	10.0%	10.0%
		100.0%	100.0%
4132	PUBLIC SAFETY OFFICER		
	61 Law Enforcement	20.0%	20.0%
	63 Animal Control	10.0%	10.0%
	64 Emergency Services	20.0%	20.0%
	67 Parking Administration	20.0%	20.0%
	71 Administration & Engineering	10.0%	10.0%
	78 Street Lighting	10.0%	10.0%
	82 Parking Facilities	10.0%	10.0%
		100.0%	100.0%
4134	ANIMAL CONTROL OFFICER		
	63 Animal Control	100.0%	100.0%
4135	COMMUNITY PRESERVATION SUPERVISOR		
	65 Community Preservation	100.0%	100.0%
4133	COMMUNITY PRESERVATION OFFICER		
	65 Community Preservation	100.0%	100.0%
4145	COMMUNITY PRESERVATION OFFICER		
	65 Community Preservation	100.0%	100.0%
4130	SECRETARY		
	58 Public Transportation	10.0%	10.0%
	61 Law Enforcement	10.0%	10.0%
	63 Animal Control	35.0%	35.0%
	67 Parking Administration	20.0%	20.0%
	71 Administration & Engineering	20.0%	20.0%
	78 Street Lighting	5.0%	5.0%
		100.0%	100.0%
4136	MAINTENANCE WORKER		
	59 Parks - Maintenance/Facilities	100.0%	100.0%
4137	PARK MAINTENANCE WORKER		
	59 Parks - Maintenance/Facilities	100.0%	100.0%
4138	PARK MAINTENANCE WORKER		
	59 Parks - Maintenance/Facilities	100.0%	100.0%

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013**

FULL TIME  
POSITION SCHEDULE  
BY POSITION

ACCT NO.	POSITION DEPARTMENT	FY 2011-12 ALLOCATION	FY 2012-13 ALLOCATION
4139	MAINTENANCE LEAD WORKER		
	74 Traffic Signs & Striping Maintenance	30.0%	30.0%
	81 General Government Buildings	40.0%	40.0%
	82 Parking Facilities	30.0%	30.0%
		100.0%	100.0%
4146	MAINTENANCE WORKER		
	82 Parking Facilities	100.0%	100.0%

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013**

**FULL TIME  
PERSONNEL COSTS**

PROGRAM	ADOPTED 2011-12	PROPOSED 2012-13
<b>MANAGEMENT SERVICES DEPARTMENT</b>		
City Council	\$46,800	\$46,800
City Manager	306,980	311,300
Council Support	173,150	173,150
Community Relations	12,730	12,940
<b>ADMINISTRATIVE SERVICES DEPARTMENT</b>		
Support Services	75,780	77,440
Insurance/Benefits	75,780	77,435
Accounting	191,115	191,535
<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>		
Planning	262,465	271,290
Building	151,015	154,220
Housing	45,885	46,605
<b>PARKS &amp; RECREATION DEPARTMENT</b>		
Recreation/Human Resources	199,020	204,810
Public Transportation	54,310	55,065
Parks-Maintenance/Facilities	284,355	288,050
Trees & Parkways	177,330	179,275
<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>		
<b>PUBLIC SAFETY DIVISION</b>		
Law Enforcement	34,370	35,230
Animal Control	87,005	88,075
Emergency Services	16,210	16,860
Community Preservation	286,805	362,835
Parking Administration	39,675	40,745
<b>PUBLIC WORKS DIVISION</b>		
Administration & Engineering	49,030	50,220
Traffic Signs & Striping Maintenance	18,105	18,105
Street Lighting	10,755	11,185
<b>MAINTENANCE DIVISION</b>		
General Government Buildings	37,000	37,000
Parking Facilities	67,710	69,695
<b>TOTAL FULL TIME PERSONNEL COSTS</b>	<b>\$2,703,380</b>	<b>\$2,819,865</b>

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013**

**PART TIME  
PERSONNEL COSTS**

PROGRAM	ADOPTED FY 2011-12	PROPOSED FY 2012-13
<b>MANAGEMENT SERVICES DEPARTMENT</b>		
City Manager	70,080	70,080
<b>ADMINISTRATIVE SERVICES DEPARTMENT</b>		
Accounting	61,200	46,800
<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>		
Planning	6,300	6,300
<b>PARKS &amp; RECREATION DEPARTMENT</b>		
Recreation/Human Resources	346,775	353,695
Parks-Maintenance/Facilities	136,825	139,490
<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>		
<b>PUBLIC SAFETY DIVISION</b>		
Animal Control	9,000	9,000
Community Preservation	45,170	29,200
Parking Administration	93,495	101,090
<b>TOTAL PART TIME PERSONNEL COSTS</b>	<b>\$768,845</b>	<b>\$755,655</b>

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CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011 - 2013

# FUND SECTION

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013**

**FUND TYPES AND DESCRIPTIONS**

The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds and account groups are presented as follows:

**GOVERNMENTAL FUND TYPES**

**General Fund**

The General Fund is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

**Special Revenue Funds**

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

**Debt Service Fund**

The Debt Service Fund accounts for the accumulation of resources, and the payment of general long-term debt principal, interest and related costs.

**Capital Projects Fund**

The Capital Projects Fund is used to account for financial resources to be used for the acquisition or construction of major capital facilities and projects.

**PROPRIETARY FUND TYPES**

**Internal and Agency Funds**

The Internal Service Fund is used to account for goods and services provided by one department to other departments on a cost-reimbursement basis.

**FIDUCIARY FUND TYPES**

**Trust and Agency Funds**

Trust and Agency Funds are used to account for assets held by the governmental entity acting in a fiduciary capacity, either as a trustee or as an agent. These funds, though generally considered as one fund category, are classified into two fund types. The trust fund is often established by a formal trust agreement that places restrictions on the use of the fund's assets. An agency fund, which may also be established by formal agreement, is custodial in nature.

**ACCOUNT GROUPS**

**General Fixed Assets Account Group**

The General Fixed Assets Account Group accounts for all property and equipment of the City.

**General Long-Term Debt Account Group**

The General Long-Term Debt Account Group accounts for the outstanding principal balance of long-term debt expected to be financed from governmental fund types.

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CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013  
STATEMENT OF ESTIMATED FUND BALANCES  
AS OF JUNE 30, 2011 AND JUNE 30, 2012

	FUND BALANCE	ESTIMATED REVENUES	TRANSFERS IN	ESTIMATED EXPENDITURES	ESTIMATED EQUIP/VEH REP	ESTIMATED CAPITAL IMPROVEMENT PROJECT		TRANSFERS OUT	EST. FUND BALANCE
	July 1, 2011	FY 11-12		FY 11-12	FY 11-12	CARRY OVER	NEW MONIES		June 30, 2012
<b>GENERAL FUND</b>									
UNDESIGNATED	4,414,000	10,875,955		11,185,560	296,550			185,010 GT2107.5	3,622,835
DESIGNATED									
Future Retirement Expenditures	738,200								738,200
One Time Expenditures	17,139,278		196,708 GF RESVD						17,063,986
<b>TOTAL UNRESERVED GENERAL FUND</b>	<b>22,291,478</b>	<b>10,875,955</b>	<b>196,708</b>	<b>11,185,560</b>	<b>296,550</b>	-	-	272,000 CIP <b>457,010</b>	<b>21,425,021</b>
RESERVED									
City Loan (Calabee's)	541,296							96,208 GF DESG	445,088
City Loan (Chamber)	5,600							500 GF DESG	5,100
City Loans (Homeowners)	56,775								56,775
CRA Loans	1,550,204							100,000 GF DESG	1,450,204
<b>TOTAL GENERAL FUND</b>	<b>24,445,353</b>	<b>10,875,955</b>	<b>196,708</b>	<b>11,185,560</b>	<b>296,550</b>	-	-	<b>653,718</b>	<b>23,382,188</b>
<b>SPECIAL REVENUE FUND</b>									
Traffic Safety	41,731	115,000		125,000					31,731
High Tech Grant (CLEEP)	8,784								8,784
State COPS Grant (Brulte)	589								589
Proposition A	2,138,484	707,090		673,520				1,500,000 CIP	672,054
Proposition C	4,070,210	439,055						3,961,825 CIP	547,440
Used Oil	3,602	11,510		8,690					6,422
State Office of the Traffic Safety Grant	17,926								17,926
Gas Tax (2105,2106,2107,2107.5)	534,153	953,100	185,010 GF UNDESG	1,665,010					7,253
Traffic Congestion Relief	6,414	374,500						380,000 CIP	914
Asset Seizures	729								729
Prop 1B	957,171	1,000						958,010 CIP	161
ARRA	-								-
CDBG	-	411,845		286,845				125,000 CIP	-
Local Transportation SB821	-	49,295						49,295 CIP	-
Air Quality Improvement	74,412	40,050			55,000				59,462
Measure R	526,923	347,250						873,700 CIP	473
Sewer Reconstruction	621,056	20,000		10,000				400,000 CIP	231,056
EECBG	-	120,000		120,000					-
Congestion Management	23,014	3,000							26,014
Highway Safety Improvement Program	-	340,000						340,000 CIP	-
Surface Transp. Program - Local	641,710								641,710
1992/96 Park Bond	-	62,700		62,700					-
1996 Park Bond	-								-
State Recycling/Litter	7,067	5,000							12,067
Park Acquisition	55,783	22,000						77,175 CIP	608
Lighting/Landscape District									
Assessment Fees	(862,965)	315,000		444,950					(992,915)
Ad Valorem Tax	2,549,103	736,000		502,375				2,000,000 CIP	782,728
RAC, STPL, SAFE LU, EPA, CWSR, CRA *	-	4,615,735						4,615,735 CIP	-
<b>TOTAL SPECIAL REVENUE</b>	<b>11,415,896</b>	<b>9,689,130</b>	<b>185,010</b>	<b>3,899,090</b>	<b>55,000</b>	-	-	<b>15,280,740</b>	<b>2,055,206</b>
<b>CAPITAL IMPROVEMENT FUND</b>	<b>-</b>	<b>-</b>	<b>15,552,740</b>	<b>-</b>	<b>-</b>	<b>6,999,880</b>	<b>8,552,860</b>	<b>-</b>	<b>-</b>
<b>TRUST FUND</b>	<b>180,206</b>	<b>2,500</b>	<b>-</b>	<b>5,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>177,706</b>
<b>INTERNAL SERVICE FUND</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Self Insurance Fund	701,179	40,000		302,800					438,379
<b>TOTAL ALL FUNDS</b>	<b>36,742,634</b>	<b>20,607,585</b>	<b>15,934,458</b>	<b>15,392,450</b>	<b>351,550</b>	<b>6,999,880</b>	<b>8,552,860</b>	<b>15,934,458</b>	<b>26,053,479</b>

\* CIP Projects to be reimbursed by: (Rubberized Asphalt Concrete Grant \$110,250) (Surface Transportation Program Local \$1,007,565) Safe, Account, Flexible, Efficient Transportation Equity Act: A Legacy of Users \$719,920) (Environment Protection Agency \$338,000) (Clean Water State Revolving Fund \$1,400,000) and (Temple City Redevelopment Agency \$1,040,000). Please see CIP section detail for projects.



**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
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**FUNDING SOURCE ABBREVIATIONS**

<u>Fund No.</u>	<u>Funding Source</u>	<u>Abbreviation</u>
01	General Fund Undesignated Designated Reserved	GF GF UNDESG GF DESG GF RESVD
11	Traffic Safety	TS
12	High Tech Grant (CLEEP)	CLEEP
13	COPS Law Enforcement Block Grant (Brulte)	COPS
15	Proposition A	PROP A
16	Proposition C	PROP C
17	Used Oil	Used Oil
19	State Office of the Traffic Safety Grant	OTS
21	Gas Tax (2105, 2106, 2107, 2107.5)	GT
22	Traffic Congestion Relief	TCR
23	Asset Seizure	AS
24	Proposition 1B	PROP 1B
25	American Recovery & Reinvestment Act of 2009	ARRA
26	JAG Formula Funds	JAG
27	Community Development Block Grant	CDBG
28	Local Transportation SB821	SB821
29	Air Quality Management District	AQMD
30	Measure R	MEA R
33	Sewer Reconstruction	SR
34	Energy Efficiency and Conservation Block Grant	EECBG
35	Congestion Management	CONG MGT
36	Highway Safety Improvement Program	HSIP
37	Surface Transportation Program-Local	STPL
41	1992/96 Park Bond	92/96 PB
42	1996 Park Bond	96PB
43	State Recycling / Litter Funds	ST REC
46	Park Acquisition	PA
47	Lighting/Landscape District	L/LD
48	Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU)	SAFE LU

CITY OF TEMPLE CITY  
 ADOPTED BUDGET  
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INTERFUND TRANSFER SUMMARY

TRANSFER IN	AMOUNT	TRANSFER OUT	AMOUNT
General Fund (Designated)	196,708 GF (Reserved)	General Fund (Undesignated)	185,010 GT2107.5
Gas Tax	185,010 GF (Undesignated)	General Fund (Designated)	272,000 CIP
Capital Improvement Fund	272,000 GF (Designated)	General Fund (Reserved)	196,708 GF (Designated)
	1,500,000 Prop A	Proposition A	1,500,000 CIP
	3,961,825 Prop C	Proposition C	3,961,825 CIP
	380,000 TCR	Traffic Congestion Relief	380,000 CIP
	958,010 Prop 1B	Prop 1B	958,010 CIP
	125,000 CDBG	Community Development Block Grant	125,000 CIP
	49,295 SB821	Local Transportation SB821	49,295 CIP
	873,700 MR	Measure R	873,700 CIP
	400,000 SR	Sewer Reconstruction	400,000 CIP
	340,000 HSIP	Highway Safety Improvement Program	340,000 CIP
	77,175 PA	Park Acquisition	77,175 CIP
	2,000,000 L/LD	Lighting/Landscape District	2,000,000 CIP
	4,615,735 See Note *		
	<u>15,552,740</u>		
		* Note:	
		Rubberized Asphalt Concrete Grant	110,250 CIP
		Surface Transportation Program-Local	1,007,565 CIP
		Safe, Accountable, Flexible, Efficient Transportation	
		Equity Act: A Legacy for Users (SAFETEA-LU)	719,920 CIP
		Environment Protection Agency Grant	338,000 CIP
		Clean Water State Revolving Fund	1,400,000 CIP
		Temple City Redevelopment Agency	1,040,000 CIP
			<u>4,615,735</u>
<b>TOTAL INTERFUND TRANSFERS</b>	<b><u>15,934,458</u></b>	<b>TOTAL INTERFUND TRANSFERS</b>	<b><u>15,934,458</u></b>

CITY OF TEMPLE CITY  
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TRANSFER IN	TRANSFER OUT	AMOUNT	DESCRIPTION
General Fund (Designated)	General Fund (Reserved)	96,208	Reimbursement to the City for Calabee's loan
		500	Reimbursement to the City for Chamber of Commerce loan
		100,000	Reimbursement to the City for CRA loans
		<u>196,708</u>	
Gas Tax 2107.5 21-990-90-9005	General Fund (Undesignated) 01-990-90-9143	185,010	Administration & Engineering
Capital Improvement Fund	General Fund (Designated)	15,000	Storage building - La Rosa City Yard
60-990-90-9005	01-990-90-9168	150,000	Council Chamber upgrades for video taping
		7,000	Replace seven windscreens for tennis courts at Live Oak Park
		100,000	Citywid Park & Open Space Master Plan
		<u>272,000</u>	
60-990-90-9065	Proposition A 15-990-90-9168	1,500,000	Rosemead Boulevard Improvement Project
60-990-90-9090	Proposition C 16-990-90-9168	3,961,825	Rosemead Boulevard Improvement Project
60-990-90-9045	Traffic Congestion Relief 22-990-90-9168	350,000	Rosemead Boulevard Improvement Project
		30,000	Bicycle Master Plan
		<u>380,000</u>	
60-990-90-9026	Prop 1B 24-990-90-9168	958,010	Rosemead Boulevard Improvement Project
60-990-90-9015	CDBG 27-990-90-9168	125,000	Sidewalk Maintenance ADA Ramps

CITY OF TEMPLE CITY  
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TRANSFER IN	TRANSFER OUT	AMOUNT	DESCRIPTION
Capital Improvement Fund	SB821	49,295	Bicycle Master Plan
60-990-90-9060	28-990-90-9168		
60-990-90-90XX	Measure R	773,700	Rosemead Boulevard Improvement Project
	30-990-90-9168	<u>100,000</u>	Citywide Upgrade Traffic Street Signage
		873,700	
60-990-90-9080	Sewer Reconstruction	400,000	Upgrade Sewer Line on Longden from Muscatel to Encinita
	33-990-90-9168		
60-990-90-90XX	Highway Safety Impr. Program	340,000	Rosemead Boulevard Improvement Project
	36-990-90-9168		
60-990-90-9075	Park Acquisition	77,175	Renovation of circular planter at LOP, TCP and Monument Sign
	46-990-90-9168		
60-990-90-9020	Lighting/Landscape District	2,000,000	Rosemead Boulevard Improvement Project
	47-990-90-9168		
	Various Funding Sources	4,615,735	Rosemead Boulevard Improvement Project
<b>TOTAL INTERFUND TRANSFERS</b>		<u><u>15,934,458</u></u>	

(Note: At fiscal year end, the costs of General Liability and Workers' Compensation Insurance are transferred to the Self Insurance Fund, along with General Fund monies to fund the annual expenditures)

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
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# REVENUE SECTION

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013**

**ESTIMATED REVENUE FUNDS - BY SOURCE**

	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<b><u>GENERAL FUND</u></b>					
<b>TAXES</b>					
Real Estate Transfer Tax 01-810-32-3201	125,323	100,000	100,000	120,000	125,000
Sales and Use Tax 01-810-32-3205	1,140,905	1,046,250	1,046,250	1,082,870	1,120,770
In Lieu Sales Tax 01-810-32-3206	334,823	378,750	378,750	388,220	397,930
Franchise Fees 01-810-32-3207	533,542	500,000	530,000	543,250	556,830
Transient Occupancy Tax 01-810-32-3209	34,844	30,000	30,000	31,000	31,000
Property Tax Allocation 01-810-32-3211	1,661,163	2,000,000	2,175,000	2,240,250	2,307,460
	<u>3,830,600</u>	<u>4,055,000</u>	<u>4,260,000</u>	<u>4,405,590</u>	<u>4,538,990</u>
<b>LICENSES AND PERMITS</b>					
Business License Fees 01-820-33-3301	151,245	150,000	150,000	176,000	180,000
Building Permit Fees 01-820-33-3303	696,833	650,000	591,500	621,100	652,100
Parking Permit Fees 01-820-33-3305	56,800	35,000	50,000	98,800	98,800
Animal License Fees 01-820-33-3307	66,707	62,000	62,000	78,900	79,000
Vehicle Impound Fees 01-820-33-3309	28,571	50,000	30,000	55,000	55,000
Temp Parking Permit Fees 01-820-33-3311	79,424	65,000	76,500	80,500	81,000
Code Enforcement Fees 01-820-33-3313	14,517	10,000	18,000	94,560	100,000
In Lieu Parking Fees 01-820-33-3315	2,250	-	-	-	-
	<u>1,096,347</u>	<u>1,022,000</u>	<u>978,000</u>	<u>1,204,860</u>	<u>1,245,900</u>
<b>INTERGOVERNMENTAL</b>					
In Lieu Tax 01-830-34-3401	104,953	92,750	92,750	95,000	95,000
Intergovernmental 01-830-34-3428	476,077	-	-	-	-
In Lieu VLF 01-830-34-3430	2,968,541	3,055,800	3,055,800	3,055,800	3,100,000
State Mandated Reimbursement 01-830-34-3405	-	-	-	-	-
	<u>3,549,571</u>	<u>3,148,550</u>	<u>3,148,550</u>	<u>3,150,800</u>	<u>3,195,000</u>
<b>CHARGES FOR SERVICES</b>					
Shared Maintenance Charges 01-840-35-3501	3,540	3,620	3,620	3,690	3,760
Zoning Fees 01-840-35-3503	33,371	25,000	36,500	199,100	205,000
Recreation Fees 01-840-35-3505	475,874	497,220	497,500	509,900	522,600
Plan Check Fees 01-840-35-3508	5,757	25,000	23,500	25,000	25,000
Facility Rental Fees 01-840-35-3510	24,434	18,500	15,000	21,900	22,000
	<u>542,976</u>	<u>569,340</u>	<u>576,120</u>	<u>759,590</u>	<u>778,360</u>
<b>FINES, FORFEITURES AND PENALTIES</b>					
Court Fines 01-850-36-3601	534,287	480,000	480,000	627,000	627,000

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013**

**ESTIMATED REVENUE FUNDS - BY SOURCE**

	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<b>USE OF MONEY</b>					
Interest-LAIF 01-860-37-3701	122,837	100,000	76,000	76,500	78,500
Interest - Others 01-860-37-3703	216,602	180,000	180,000	190,000	200,000
Interest- CD 01-860-37-3704	102,924	85,000	85,000	87,100	89,300
	<u>442,363</u>	<u>365,000</u>	<u>341,000</u>	<u>353,600</u>	<u>367,800</u>
<b>OTHER</b>					
AB939 Reimbursement 01-870-38-3807	6,975	7,500	7,500	8,100	8,700
Recyclable Revenue 01-870-38-3809	35,036	25,000	39,500	40,300	41,100
Rental Income 01-870-38-3811	65,928	60,000	55,000	56,700	58,400
Sale of City Property 01-870-38-3813	-	-	-	-	-
Other Reimbursement 01-870-38-3815	130,386	90,000	90,000	90,000	90,000
Donations 01-870-38-3816	23,030	-	-	-	-
Sundry 01-870-38-3817	1,213	1,000	1,000	1,000	1,000
CRA Admin Reimb 01-870-38-3818	137,915	261,450	261,450	172,115	172,115
L/LD Admin Reimb 01-870-38-3819	14,300	6,300	6,300	6,300	6,300
	<u>414,783</u>	<u>451,250</u>	<u>460,750</u>	<u>374,515</u>	<u>377,615</u>
<b>TOTAL GENERAL FUND REVENUE</b>	<u><b>10,410,927</b></u>	<u><b>10,091,140</b></u>	<u><b>10,244,420</b></u>	<u><b>10,875,955</b></u>	<u><b>11,130,665</b></u>
<b><u>SPECIAL REVENUE FUNDS</u></b>					
TRAFFIC SAFETY 11-850-36-3602	96,777	115,000	115,000	115,000	115,000
SLESF STATE COPS GRANT (BRULTE) 13-830-34-3402	100,000	100,000	100,000	-	-
INTEREST 13-860-37-3701	244	80	80	-	-
	<u>100,244</u>	<u>100,080</u>	<u>100,080</u>	<u>-</u>	<u>-</u>
PROP A TRANSPORTATION 15-830-34-3406	453,984	481,700	481,700	505,790	531,080
BUS PASS SALES 15-840-35-3507	168,878	180,000	180,000	189,000	198,450
INTEREST 15-860-37-3701	14,588	12,000	12,000	12,300	12,610
	<u>637,450</u>	<u>673,700</u>	<u>673,700</u>	<u>707,090</u>	<u>742,140</u>
PROP C TRANSPORTATION 16-830-34-3407	376,599	399,600	399,600	419,580	440,560
INTEREST 16-860-37-3701	22,364	19,000	19,000	19,475	19,960
	<u>398,963</u>	<u>418,600</u>	<u>418,600</u>	<u>439,055</u>	<u>460,520</u>

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013**

**ESTIMATED REVENUE FUNDS - BY SOURCE**

	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
USED OIL					
INTERGOVERNMENTAL	-	6,190	6,190	11,410	11,410
17-830-34-3428					
INTEREST-LAIF	57	50	50	100	100
17-860-37-3701					
	<u>57</u>	<u>6,240</u>	<u>6,240</u>	<u>11,510</u>	<u>11,510</u>
STATE OFFICE OF THE					
TRAFFIC SAFETY GRANT	20,219	10,000	10,000	-	-
19-830-34-3422					
GAS TAX 2105	194,985	543,045 *	543,045	550,000	550,000
21-830-34-3408					
GAS TAX 2106	118,734	115,135	115,135	130,000	130,000
21-830-34-3409					
GAS TAX 2107	259,873	252,450	252,450	265,000	278,000
21-830-34-3410					
GAS TAX 2107.5	6,000	6,000	6,000	6,000	6,000
21-830-34-3411					
INTEREST	2,400	2,000	2,000	2,100	2,100
21-860-37-3701					
	<u>581,992</u>	<u>918,630</u>	<u>918,630</u>	<u>953,100</u>	<u>966,100</u>
TRAFFIC CONGESTION RELIEF					
22-830-34-3419	323,627	-	-	374,000	-
INTEREST	2,102	-	-	500	-
22-860-37-3701					
	<u>325,729</u>	<u>-</u>	<u>-</u>	<u>374,500</u>	<u>-</u>
PROP 1B					
24-830-34-3424	-	530,760	530,760	-	-
INTEREST	3,854	2,500	2,500	1,000	1,000
24-860-37-3701					
	<u>3,854</u>	<u>533,260</u>	<u>533,260</u>	<u>1,000</u>	<u>1,000</u>
ARRA					
25-830-34-3435	711,012	-	92,135	-	-
JAG Formula Fund					
26-830-34-3440	33,028	-	-	-	-
CDBG (for Department Programs)	349,299	322,505	322,505	286,845	262,220
CDBG (for CIP Project)	-	-	-	125,000	-
27-830-34-3412					
LOCAL TRANSPORTATION SB 821					
28-830-34-3413	7,895	26,050	26,050	49,295	-
INTEREST	-	-	-	-	-
28-860-37-3701					
	<u>7,895</u>	<u>26,050</u>	<u>26,050</u>	<u>49,295</u>	<u>-</u>
AIR QUALITY IMPROVEMENT					
29-830-34-3414	40,475	37,000	40,000	40,000	40,000
INTEREST	80	50	50	50	50
29-860-37-3701					
	<u>40,555</u>	<u>37,050</u>	<u>40,050</u>	<u>40,050</u>	<u>40,050</u>
MEASURE R					
30-830-34-3436	226,591	299,700	299,700	347,000	330,000
INTEREST	431	200	200	250	300
30-860-37-3701					
	<u>227,022</u>	<u>299,900</u>	<u>299,900</u>	<u>347,250</u>	<u>330,300</u>

\* Included \$353,545 of Traffic Congestion Relief / Gas Tax Swap

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013**

**ESTIMATED REVENUE FUNDS - BY SOURCE**

	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
SEWER RECONSTRUCTION 33-840-35-3502	50,000	20,000	20,000	20,000	20,000
EECBG GRANT 34-830-34-3441	9,000	-	-	120,000	-
CONGESTION MANAGEMENT FEES 35-840-35-3506	3,366	3,000	3,000	3,000	3,000
HIGHWAY SAFETY IMPROVEMENT PROGRAM 36-xxx-xx-xxxx	-	-	-	-	-
SURFACE TRANSPORTATION PROGRAM - LOCAL 37-830-34-3429	-	641,710	641,710	-	-
1992 PARK BOND FUND 92/96 PARK BOND MAINT/SERVICE 41-830-34-3417	62,725	62,700	62,700	62,700	62,700
1996 PARK BOND FUND 42-830-34-3416	45,316	-	-	-	-
STATE RECYCLING/LITTER FUNDS 43-830-34-3424	5,000	5,000	5,000	5,000	5,000
PARK ACQUISITION FUND 46-840-35-3504	17,000	12,000	12,000	22,000	23,000
LIGHTING/LANDSCAPE DISTRICT ASSESSMENT FEES 47-810-32-3213	320,696	315,000	315,000	315,000	315,000
AD VALOREM TAX 47-810-32-3214	678,467	730,000	730,000	730,000	730,000
INTERGOVERNMENTAL 47-830-34-3428	29,173	-	-	-	-
INTEREST 47-860-37-3701	7,468	6,000	6,000	6,000	6,000
	<u>1,035,804</u>	<u>1,051,000</u>	<u>1,051,000</u>	<u>1,051,000</u>	<u>1,051,000</u>
HIGHWAY SAFETY IMPROVEMENT PROGRAM xx-xxx-xx-xxxx	-	-	-	340,000	-
<b>TOTAL SPECIAL REVENUE</b>	<u><b>4,762,307</b></u>	<u><b>5,256,425</b></u>	<u><b>5,351,560</b></u>	<u><b>5,073,395</b></u>	<u><b>4,093,540</b></u>
TRUST FUND INTEREST-OTHERS 62-860-37-3703	2,910	2,500	2,500	2,500	2,500
SELF INSURANCE FUND 65-870-38-3807	47,127	40,000	40,000	40,000	40,000
<b>TOTAL ALL FUNDS</b>	<u><b>15,223,271</b></u>	<u><b>15,390,065</b></u>	<u><b>15,638,480</b></u>	<u><b>15,991,850</b></u>	<u><b>15,266,705</b></u>

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013**

**REVENUE FUNDS - USES AND SOURCES**

There are basically two types of revenue funds maintained by the City - restricted and unrestricted. The restricted funds, such as Gas Tax and Traffic Safety, are derived from special revenues and may only be expended for specific purposes. The unrestricted General Fund may be used for any State or local purpose. Therefore, the overall financial well-being is reflected largely by the General Fund balance. It is in the interest of the City to spend restricted money when possible rather than unrestricted, thus leaving as much of the surplus as possible in the General Fund.

GENERAL FUND

The General Fund is the largest of all sources of revenue available to the City. The General Fund is composed of revenue derived from a number of areas, the major sources being Sales and Use Taxes, Property Taxes, In-Lieu Taxes, and interest on investments. Enabling legislation was passed in 1969 wherein the revenue received from the In-Lieu Tax, which was semi-restricted, is now considered a General Fund revenue source and may be used for any State or local purpose.

Sales and Use Tax

Estimated 2011-2012 - \$1,082,870  
Estimated 2012-2013 - \$1,120,770

The Bradley-Burnes Uniform Local Sales and Use Tax Law of 1950 has provided one of the largest revenue sources available to local government. On all retail sales, the City receives one cent for every dollar spent in the City.

Property Tax Allocation

Estimated 2011-2012 - \$2,240,250  
Estimated 2012-2013 - \$2,307,460

Pursuant to SB 709 (Ch. 1211, Statutes of 1989) "no and low-property-tax" cities receive a property tax transfer from the County by applying a tax rate of 7 cents per \$100 of the current assessed property value.

In-Lieu Tax

Estimated 2011-2012 - \$95,000  
Estimated 2012-2013 - \$95,000

This fund is derived from revenue raised from motor vehicle license fees. It is an ad valorem tax and is in lieu of local property taxes on motor vehicles. A portion of the revenue raised by the State is distributed to cities on the basis of population. Payment to cities in 2011-2012 is estimated on a per capita basis.

Interest on Investments

Estimated 2011-2012 - \$353,600  
Estimated 2012-2013 - \$367,800

The City's cash management system is designed to accurately monitor and forecast expenditures and revenue, thus enabling the City to invest funds to the fullest extent possible. The City attempts to obtain in the highest yield obtainable as long as investments meet the criteria established for safety and liquidity.

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013**

SPECIAL REVENUE FUNDS

These funds account for the proceeds of specific revenue sources that are legally restricted to expenditures for limited purposes.

TRAFFIC SAFETY FUND

Estimated 2011-2012 - \$115,000  
Estimated 2012-2013 - \$115,000

This fund consists of revenue received from fines and forfeitures for violation of the Motor Vehicle Code. This money can only be spent for the following: maintenance and construction of streets, traffic regulation and control devices, traffic enforcement, accident prevention services and equipment, compensation of crossing guards, and sidewalk construction, repair and maintenance.

PROP A TRANSPORTATION FUND

Estimated 2011-2012 - \$505,790  
Estimated 2012-2013 - \$531,080

Proposition A, effective July 1, 1982, increased the County Sales Tax by one-half cent to provide funds for public transportation projects. Any unused funds may be exchanged for other cities' General Funds. Twenty-five percent of these funds are allocated to municipalities based on population. Cities have the year of receipt plus three additional years which to expend the funds.

PROP C TRANSPORTATION FUND

Estimated 2011-2012 - \$419,580  
Estimated 2012-2013 - \$440,560

Proposition C, effective November 6, 1990, increased the County Sales Tax by one-half cent to provide funds for public transportation projects, and Congestion Management Programs(CMP Projects). Unused funds may be reserved to finance a major project. Twenty percent of these funds are allocated to municipalities based on population. Cities have the year of receipt plus three additional years in which to expend the funds.

STATE GAS TAX FUNDS

GT 2105 Fund (included GT 2103)

Estimated 2011-2012 - \$550,000  
Estimated 2012-2013 - \$550,000

Section 2105 of the Streets and Highways Code provides that each City in the State shall be apportioned a sum equal to the net revenue derived from 11.5% of the Highway Users Tax in excess of \$.09 per gallon, based on population. In FY 1991-92, the eligibility for Section 2105 funds, required the City to maintain expenditure levels for roads from the General Fund at the average of those expenditures made during the 1987-88, 1988-89 and 1989-90 fiscal years. This requirement has since been eliminated. (This revenue category here also included any revenue for the Traffic Congestion Relief/Gas Tax Swap from the State.)

GT 2106 Fund

Estimated 2011-2012 - \$130,000  
Estimated 2012-2013 - \$130,000

Section 2106 (a) of the Streets and Highways Code provides that each City in the State shall receive a fixed monthly apportionment of \$400 (\$4,800 yr.). In addition, under Section 2106 (b), payment to Temple City is estimated on a per capita basis.

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013**

STATE GAS TAX FUNDS (CONT)

GT 2107 Fund

Estimated 2011-2012 - \$265,000  
Estimated 2012-2013 - \$278,000

Section 2107 funds are allocated by the State to cities on a population basis. These monies are used for street improvements. Payment is estimated on a per capita basis.

GT 2107.5 Fund

Estimated 2011-2012 - \$6,000  
Estimated 2012-2013 - \$6,000

An apportionment of \$6,000 will be made to the City in Fiscal Year 2011-12. This apportionment is used for engineering and administrative expenses in respect to City streets.

CDBG FUND

Estimated 2011-2012 - \$286,845  
Estimated 2012-2013 - \$262,220

Community Development Block Grant Funds are received from the US Housing and Urban Development. These funds are distributed to the City of Temple City by the Los Angeles County Community Development Commission. CDBG funds for the FY 2011-2012 have been earmarked for housing rehabilitation, handyworker program, youth scholarship, lead based paint abatement, asbestos testing & removal programs and related administrative costs.

PARK ACQUISITION FUND

Estimated 2011-2012 - \$22,000  
Estimated 2012-2013 - \$23,000

Effective October 17, 1990, the Zoning Code, as amended, required the payment of \$500.00 per unit on any new dwelling constructed in the City. Funds collected are expended solely for the acquisition or improvement of neighborhood or community parks in general conformance with priorities established by the General Plan.

LIGHTING/LANDSCAPE DISTRICT

Estimated 2011-2012 - \$1,045,000  
Estimated 2012-2013 - \$1,045,000

The City consolidated several county lighting districts into the City-wide Temple City Municipal Lighting District in 1969 to provide a unified lighting system for the total community. With passage of Proposition 13, the property tax revenue available to pay the costs of lighting was decreased substantially. In order to maintain existing street lighting and maintenance levels, the City created a special assessment district pursuant to the provisions of the Landscaping and Lighting Act of 1972. The Lighting District was amended in Fiscal Year 1991-92 to add other eligible programs, including trees and parkways, park maintenance and traffic signal maintenance. The lighting district revenues are collected through a property tax to pay the costs of energy and maintenance.

A new method for determining the annual assessment was approved for FY 1995-96. This method, which is the Equivalent Dwelling Unit, is more appropriate and equitable for lighting and landscape districts as fairly distributing the cost of the district in relation to the benefits received.

In November 1996, the voters approved Proposition 218 which is the Right To Vote on Taxes. For the City of Temple City this meant that, as of FY 97-98, the Parks Program would no longer be eligible to be funded by the Lighting/Landscape District. As a result of the elimination of this program from the District, the annual assessment for FY 1997-98 was reduced from \$52.35 per equivalent dwelling unit to \$25.03 per EDU and remains the same for FY 2011-12.

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013

LIGHTING/LANDSCAPE DISTRICT (CONT)

Zone A, residential	\$25.03 per EDU (Equivalent Dwelling Unit)
Zone B, residential	\$25.03 per EDU (Equivalent Dwelling Unit)
Commercial, industrial and institutional	converted to EDUs based on the lot size of each parcel which is then assessed at six six (6) EDUs per acre.
Churches	church properties with residential uses are assessed .75 EDUs per dwelling unit, all other church properties are assessed 75 percent of the commercial/industrial rate which calculates to 4.5 EDUs per acre.

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013

# **EXPENDITURE SECTION**

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013**

**ARTICLE XIII-B OF THE CALIFORNIA CONSTITUTION (GANN INITIATIVE)**

Effective July 1, 1980, Proposition 4 (Gann) put a limit on the City's expenditures from tax revenues based on 1978-79 appropriations that is adjusted each succeeding year by Consumer Price Index and population changes. Non-Proceeds of Taxes (Fines and Forfeitures and User Fees) were not subject to this limit.

In 1989-90, Proposition 111 was passed, which changed the base year to 1986-87, and allows cities to adjust their limit annually by either the change in the California per capita income or the percentage change in growth in total assessed valuation due to non residential construction. For population changes, cities now have the option of using either the percentage increase of the City or the percentage increase of the entire county. The law also allows for the exclusion from the limit of "qualified capital outlay" which includes any appropriation for fixed assets costing over \$100,000

The 2011-2012 budget expenditures are well within the statutory limit.

It should be noted that future revenues exceeding the limitation require a return of the excess to the taxpayers or a substantial portion of such excess will be forfeited for State uses.

**COMPUTATION OF APPROPRIATION LIMIT**

2011-2012 APPROPRIATIONS LIMIT

2010-11 limit (1)	\$15,245,569
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Per Capita Income and County population change factor applied to 2010-11 appropriations limit	1.0290
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2011-2012 appropriations limit	\$ 15,687,691
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APPROPRIATIONS SUBJECT TO LIMIT AND APPROPRIATIONS MARGIN

Proceeds of Taxes	\$ 7,891,961
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Less Exclusions:	
Qualified Capital Outlay	5,711,825

Appropriations Subject to Limit	\$ 2,180,136
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Appropriations Margin	\$ 13,507,555
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(1) Recalculated as a result of Proposition 111 and in accordance with guidelines of the League of California Cities. Formal adoption for the FY 1991-92 recalculated appropriations limit was approved by the City Council on July 2, 1991.

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013**

**EXPENDITURE APPROPRIATIONS  
BY PROGRAM**

PROGRAM	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<b>MANAGEMENT SERVICES DEPARTMENT</b>					
City Council	138,743	141,340	143,930	189,165	182,510
City Manager	209,716	443,750	386,000	853,375	694,430
City Attorney	195,793	212,210	272,410	250,000	250,000
Elections	53	53,500	51,775	-	57,690
Council Support	273,346	257,030	254,055	331,895	259,150
Support Services	174,129	111,550	169,390	-	-
Insurance/Benefits	487,668	522,840	518,395	-	-
Community Relations	-	-	-	257,215	216,445
	1,479,448	1,742,220	1,795,955	1,881,650	1,660,225
<b>ADMINISTRATIVE SERVICES DEPARTMENT</b>					
Support Services	-	-	-	168,335	161,085
Insurance/Benefits	-	-	-	559,590	587,475
Accounting	335,053	378,165	416,500	554,600	533,020
Purchasing	214,405	181,850	181,770	122,850	122,850
	549,458	560,015	598,270	1,405,375	1,404,430
<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>					
Planning	515,644	561,250	580,730	660,985	581,970
Building	328,435	358,670	428,140	494,495	497,780
Housing	454,308	329,280	404,690	480,675	281,510
	1,298,387	1,249,200	1,413,560	1,636,155	1,361,260
<b>PARKS &amp; RECREATION DEPARTMENT</b>					
Community Relations	251,835	333,625	257,510	-	-
Recreation/Human Services	1,008,654	958,455	943,960	1,007,755	1,021,720
Public Transportation	734,565	787,740	724,395	673,520	687,030
Parks - Maintenance/Facilities	784,064	786,120	787,830	819,170	832,480
Trees and Parkways	488,075	419,160	438,000	560,200	464,820
	3,267,193	3,285,100	3,151,695	3,060,645	3,006,050

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013**

**EXPENDITURE APPROPRIATIONS  
BY PROGRAM**

PROGRAM	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>					
<b>PUBLIC SAFETY DIVISION</b>					
Law Enforcement	3,521,918	3,618,390	3,614,215	3,538,310	3,651,685
Traffic Engineering	24,230	13,280	13,280	25,480	19,480
Animal Control	247,734	238,930	243,200	270,670	270,255
Emergency Services	48,733	61,160	60,620	101,765	102,700
Community Preservation	234,632	335,045	308,215	529,625	624,840
R.S.V.P.	34,412	13,510	14,710	-	-
Parking Administration	174,360	263,635	329,035	405,315	411,210
	<u>4,286,019</u>	<u>4,543,950</u>	<u>4,583,275</u>	<u>4,871,165</u>	<u>5,080,170</u>
<b>PUBLIC WORKS DIVISION</b>					
Administration and Engineering	108,319	125,140	116,010	212,200	206,315
Street Cleaning	113,043	117,600	113,050	128,340	126,000
Traffic Signal Maintenance	111,848	115,800	146,500	156,800	156,800
Traffic Signs and Striping Maint.	53,975	95,980	80,030	116,720	246,965
Street Maintenance	185,748	657,500	632,500	937,500	937,500
Sidewalk Maintenance	27,526	115,000	155,000	165,000	165,000
Solid Waste Management	6,976	8,690	8,690	8,690	8,690
Street Lighting	339,197	344,210	320,155	345,575	346,195
	<u>946,632</u>	<u>1,579,920</u>	<u>1,571,935</u>	<u>2,070,825</u>	<u>2,193,465</u>
<b>MAINTENANCE DIVISION</b>					
General Government Bldg	207,810	226,200	224,140	275,750	235,750
Parking Facilities	128,832	127,340	127,650	130,485	133,835
Graffiti Abatement	28,434	28,110	44,100	55,400	55,400
	<u>365,076</u>	<u>381,650</u>	<u>395,890</u>	<u>461,635</u>	<u>424,985</u>
<b>TOTAL ALL PROGRAMS</b>	<u><u>12,192,213</u></u>	<u><u>13,342,055</u></u>	<u><u>13,510,580</u></u>	<u><u>15,387,450</u></u>	<u><u>15,130,585</u></u>

Note: Equipment replacement and capital improvement projects are accounted for in a separate section of the budget.

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013

EXPENDITURE APPROPRIATIONS  
BY FUNDING SOURCE

PROGRAM	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<b>GENERAL FUND</b>					
City Council	138,743	141,340	143,930	189,165	182,510
City Manager	209,716	443,750	386,000	853,375	694,430
City Attorney	195,793	212,210	272,410	250,000	250,000
Elections	53	53,500	51,775	-	57,690
Council Support	273,346	257,030	254,055	331,895	259,150
Support Services	174,129	111,550	169,390	168,335	161,085
Insurance/Benefits	264,831	220,040	215,595	256,790	284,675
Accounting	335,053	378,165	416,500	554,600	533,020
Purchasing	214,405	181,850	181,770	122,850	122,850
Planning	515,644	561,250	580,730	660,985	581,970
Building	328,435	358,670	428,140	494,495	497,780
Housing	137,632	50,280	125,690	112,285	62,290
Community Relations	251,835	333,625	257,510	257,215	216,445
Recreation/Human Services	976,031	914,950	900,455	969,300	978,720
Parks - Maintenance/Facilities	721,339	723,420	725,130	756,470	769,780
Law Enforcement	3,246,481	3,393,390	3,414,215	3,413,310	3,526,685
Traffic Engineering	24,230	13,280	13,280	25,480	19,480
Animal Control	247,734	238,930	243,200	270,670	270,255
Emergency Services	48,733	61,160	60,620	101,765	102,700
Community Preservation	234,632	335,045	308,215	529,625	624,840
R.S.V.P.	34,412	13,510	14,710	-	-
Parking Administration	174,360	263,635	329,035	405,315	411,210
Solid Waste Management	738	2,500	2,500	-	-
General Government Bldg	207,810	226,200	224,140	275,750	235,750
Parking Facilities	128,832	127,340	127,650	130,485	133,835
Graffiti Abatement	28,434	28,110	44,100	55,400	55,400
	9,113,381	9,644,730	9,890,745	11,185,560	11,032,550

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013**

**EXPENDITURE APPROPRIATIONS  
BY FUNDING SOURCE**

PROGRAM	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<u>TRAFFIC SAFETY</u>					
Law Enforcement	130,116	125,000	100,000	125,000	125,000
<u>HIGH TECHNOLOGY GRANT</u>					
Law Enforcement	-	-			
<u>STATE COPS GRANT FUND</u>					
Law Enforcement	100,000	100,000	100,000	-	-
<u>JAG FORMULA FUND</u>					
Law Enforcement	33,028	-	-	-	-
<u>COPS Hiring Recovery Program</u>					
Law Enforcement	-	-	-	-	-
<u>PROP A TRANSPORTATION</u>					
Public Transportation	734,565	787,740	724,395	673,520	687,030
<u>USED OIL GRANT</u>					
Solid Waste Management	6,238	6,190	6,190	8,690	8,690
<u>TRAFFIC SAFETY GRANT</u>					
Law Enforcement	12,293	-	-	-	-
<u>HOMELAND SECURITY GRANT</u>					
Law Enforcement	-	-	-	-	-
<u>GAS TAX FUNDS 2105/2106/2107/2107.5</u>					
Administration and Engineering	108,319	125,140	116,010	212,200	206,315
Street Cleaning	113,043	117,600	113,050	128,340	126,000
Traffic Signs and Striping Maint.	41,825	95,980	80,030	116,720	246,965
Street Maintenance	185,748	647,500	622,500	927,500	927,500
Sidewalk Maintenance	19,631	115,000	155,000	165,000	165,000
Trees and Parkways	-	116,720	116,720	115,250	117,430
	468,566	1,217,940	1,203,310	1,665,010	1,789,210
<u>TRAFFIC CONGESTION RELIEF</u>					
Traffic Signs and Striping Maint.	12,150	-	-	-	-

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013**

**EXPENDITURE APPROPRIATIONS  
BY FUNDING SOURCE**

PROGRAM	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<u>CDBG</u>					
Housing	316,676	279,000	279,000	248,390	219,220
Recreation/Human Services	32,623	43,505	43,505	38,455	43,000
	<u>349,299</u>	<u>322,505</u>	<u>322,505</u>	<u>286,845</u>	<u>262,220</u>
<u>EECBG</u>					
Housing	-	-	-	120,000	-
<u>SB821</u>					
Sidewalk Maintenance	7,895	-	-	-	-
<u>SEWER RECONSTRUCTION</u>					
Street Maintenance	-	10,000	10,000	10,000	10,000
<u>1992/96 PARK BOND</u>					
Parks - Maintenance/Facilities	62,725	62,700	62,700	62,700	62,700
<u>STATE RECYCLING</u>					
Trees and Parkways	732	500	500	-	-
<u>LIGHTING AND LANDSCAPE DIST.</u>					
Traffic Signal Maintenance	111,848	115,800	146,500	156,800	156,800
Street Lighting	339,197	344,210	320,155	345,575	346,195
Trees and Parkways	487,343	301,940	320,780	444,950	347,390
	<u>938,388</u>	<u>761,950</u>	<u>787,435</u>	<u>947,325</u>	<u>850,385</u>
<u>SELF INSURANCE FUND</u>					
Insurance/Benefits	222,837	302,800	302,800	302,800	302,800
<b>TOTAL PROGRAM EXPENDITURES</b>	<b>12,192,213</b>	<b>13,342,055</b>	<b>13,510,580</b>	<b>15,387,450</b>	<b>15,130,585</b>

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013

# **DEPARTMENTAL PROGRAMS**

# MANAGEMENT SERVICES

**Program 41: City Council**  
Establishes City policy.

**Program 42: City Manager**  
Implements City policy.

**Program 43: City Attorney**  
Advises on legal matters.

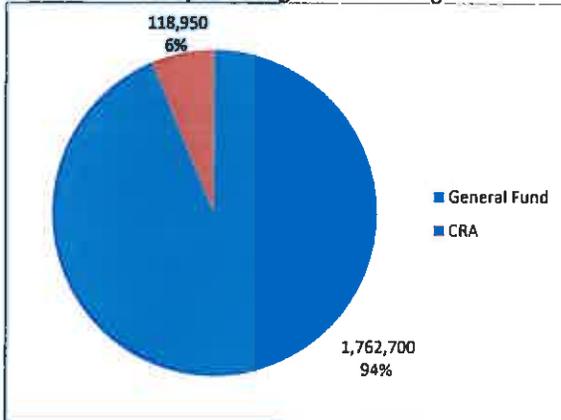
**Program 44: Elections**  
Conducts municipal elections.

**Program 45: Council Support**  
Provides records management.

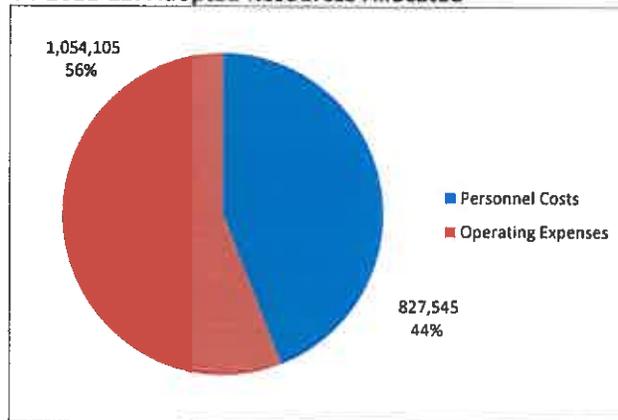
**Program 56: Com. Promotions**  
Informs and engages the public.

## DEPARTMENT SUMMARY

**FY 2011-12: Adopted Program Financing**



**FY 2011-12: Adopted Resources Allocated**



	<b>ACTUAL 2009-10</b>	<b>ADOPTED 2010-11</b>	<b>ESTIMATED 2010-11</b>	<b>ADOPTED 2011-12</b>	<b>PROPOSED 2012-13</b>
<b>RESOURCES ALLOCATED</b>					
Personnel Costs	535,680	782,840	724,860	827,545	839,730
Operating Expenses	533,806	658,615	640,820	1,054,105	820,495
<b>Total:</b>	<b>\$ 1,069,486</b>	<b>\$ 1,441,455</b>	<b>\$ 1,365,680</b>	<b>\$ 1,881,650</b>	<b>\$ 1,660,225</b>
<b>PROGRAM FINANCING</b>					
General Fund	1,026,771	1,326,335	1,250,560	1,762,700	1,537,930
Community Redevelopment Agency (CR)	42,715	115,120	115,120	118,950	122,295
<b>Total:</b>	<b>\$ 1,069,486</b>	<b>\$ 1,441,455</b>	<b>\$ 1,365,680</b>	<b>\$ 1,881,650</b>	<b>\$ 1,660,225</b>
<b>PERSONNEL (FTE)</b>					
	3.61	4.61		5.47	5.47
<b>Total:</b>	<b>3.61</b>	<b>4.61</b>		<b>5.47</b>	<b>5.47</b>

# MANAGEMENT SERVICES

Program: City Council  
Account: 01-910-41

## STATEMENT OF PURPOSE

To establish policy and determine the most effective use of limited resources that meet community and organizational needs.

<b>STAFFING SUMMARY (FTEs)</b>					
Council Members (5) 1/					
<b>Total:</b>					

<b>BUDGET SUMMARY</b>	<i>ACTUAL</i>	<i>ADOPTED</i>	<i>ESTIMATED</i>	<i>ADOPTED</i>	<i>PROPOSED</i>
	<b>2009-10</b>	<b>2010-11</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
Personnel Costs	64,562	78,500	78,500	81,125	82,470
Operating Expenses	74,181	62,840	65,430	108,040	100,040
<b>Total:</b>	<b>\$ 138,743</b>	<b>\$ 141,340</b>	<b>\$ 143,930</b>	<b>\$ 189,165</b>	<b>\$ 182,510</b>

<b>FUNDING SOURCES</b>	<i>ACTUAL</i>	<i>ADOPTED</i>	<i>ESTIMATED</i>	<i>ADOPTED</i>	<i>PROPOSED</i>
	<b>2009-10</b>	<b>2010-11</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
General Fund	135,143	137,740	140,330	185,565	178,910
Community Redevelopment Agency	3,600	3,600	3,600	3,600	3,600
<b>Total:</b>	<b>\$ 138,743</b>	<b>\$ 141,340</b>	<b>\$ 143,930</b>	<b>\$ 189,165</b>	<b>\$ 182,510</b>

## KEY PROGRAM GOALS

1. Evaluate and adopt City expenditures that strengthen an already strong fiscal position.
2. Establish City priorities for implementation and accountability.
3. Support civic engagement opportunities that foster community and neighborhood vitality.
4. Represent City interests skillfully on regional issues.
5. Meet all requirements of the Brown Act and recently adopted City Council protocols.

<b>KEY WORKLOAD MEASURES</b>	<i>ADOPTED</i>	<i>PROPOSED</i>
	<b>2011-12</b>	<b>2012-13</b>
Meetings held. 2/		
Ordinances and resolutions passed. 2/		
Budgets adopted. 3/		
Projects assisted via ad hoc or standing committees.		
Agenda actions taken. 2/	2	2

**FOOTNOTES (FISCAL YEAR 2011-12):**

1/ Budgeted under Accounts 4101-4105.  
 2/ Includes City Council, Financing Authority, Community Redevelopment Agency, and Community Development and Housing Authority.  
 3/ Represents annual City and Community Redevelopment Agency budgets.

**MANAGEMENT SERVICES**

Program: City Council  
Account: 01-910-41

**EXPENDITURE DETAIL**

PERSONNEL COSTS	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4101 Council Members (5)	36,696	46,800	46,800	46,800	46,800
4150 Overtime	1,889	-	-	-	-
4190 Allocated Benefits	25,977	31,700	31,700	34,325	35,670
<b>Total:</b>	<b>\$ 64,562</b>	<b>\$ 78,500</b>	<b>\$ 78,500</b>	<b>\$ 81,125</b>	<b>\$ 82,470</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4231 Professional/Contract Services	8,000	17,100	21,930	26,000	26,000
4410 Meeting Expense	10,469	12,200	9,000	12,200	12,200
4420 Fares and Subsistence (Conferences)	22,899	25,000	25,000	25,000	25,000
4425 Memberships/Subscriptions	-	-	-	-	-
4440 Telephone	3,652	4,500	5,800	4,800	4,800
4465 Special Dept. Supplies	1,366	240	220	240	240
4640 Special Events	1,454	500	480	500	500
4670 Community Promotions	26,341	3,300	3,000	39,300	31,300
<b>Total:</b>	<b>\$ 74,181</b>	<b>\$ 62,840</b>	<b>\$ 65,430</b>	<b>\$ 108,040</b>	<b>\$ 100,040</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

**ACCT.**

- 4190 Adjustment (+) represents increase in eligible enrollees.
- 4231 Adjustment (-) reflects shifting of programs to Acct. 4670 and Fund 42.
- 4410 Adjustment (-) reflects appropriate shift of the Employee Recognition Dinner to Acct. 4640.
- 4465 Adjustment (+) reflects appropriate shift of supplies previously budgeted in Acct. 4670.
- 4640 Adjustment (+) reflects appropriate shift of the Employee Recognition Dinner previously budgeted in Acct. 4410.
- 4670 Adjustment (+) supports Council work program, e.g. Mayor's Leadership Academy, Resident Welcome Package, etc.

## MANAGEMENT SERVICES

Program: City Manager

Account: 01-910-42

### STATEMENT OF PURPOSE

To implement Council policy and priorities, advise the Council on reliable methods of responding to community needs, ensure organizational and fiscal management, and promote the philosophy of continuous improvement.

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2009-10	2010-11		2011-12	2012-13
City Manager	1.00	1.00		1.00	1.00
Econ. Dev. Mgr./Asst. to City Manager	0.00	1.00		1.00	1.00
Part-Time Positions 1/	0.46	0.46		1.32	1.32
<b>Total:</b>	<b>1.46</b>	<b>2.46</b>		<b>3.32</b>	<b>3.32</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Personnel Costs	200,363	434,200	374,600	486,480	494,535
Operating Expenses	9,353	9,550	11,400	366,895	199,895
<b>Total:</b>	<b>\$ 209,716</b>	<b>\$ 443,750</b>	<b>\$ 386,000</b>	<b>\$ 853,375</b>	<b>\$ 694,430</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
General Fund	185,771	347,500	289,750	754,470	592,180
Community Redevelopment Agency 2/	23,945	96,250	96,250	98,905	102,250
<b>Total:</b>	<b>\$ 209,716</b>	<b>\$ 443,750</b>	<b>\$ 386,000</b>	<b>\$ 853,375</b>	<b>\$ 694,430</b>

### KEY PROGRAM GOALS

1. Implement Council policy in an expeditious manner and within the resources available.
2. Submit an annual budget reflecting Council priorities and community needs.
3. Coordinate Council meeting activities and municipal functions.
4. Manage directly the City's economic development, redevelopment and public information activities.
5. Develop, implement and monitor an intra and citywide performance-based work program.

### KEY WORKLOAD MEASURES

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2011-12	2012-13
Agenda reports reviewed and approved. 3/ Departments supervised.	4	4
Key workload measures monitored. 4/	120	120
Special projects managed or supported. 4/	75	75
Community inquiries resolved or referred.	100	125

#### FOOTNOTES (FISCAL YEAR 2011-12):

1/ Executive Assistant (960 hrs.), Management Intern (960 hrs.) and Office Assistant (832 hrs.).

2/ Partially funds personnel and benefit costs for the City Manager (10%) and Econ. Dev. Mgr./Asst. to City Manager (50%).

3/ Includes City Council, Financing Authority, Community Redevelopment Agency, and Community Development and Housing Authority.

4/ Includes Community Redevelopment Agency activities.

## MANAGEMENT SERVICES

Program: City Manager

Account: 01-910-42

### EXPENDITURE DETAIL

PERSONNEL COSTS	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<b>ACCT.</b>					
4106 City Manager	136,256	195,000	195,000	198,900	198,900
4109 Econ. Dev. Mgr./Asst. to City Manager	-	95,000	53,000	108,080	112,400
4150 Overtime	-	-	-	-	-
4161 Part-Time Positions	21,367	43,200	43,200	70,080	70,080
4190 Allocated Benefits	42,740	101,000	83,400	109,420	113,155
<b>Total:</b>	<b>\$ 200,363</b>	<b>\$ 434,200</b>	<b>\$ 374,600</b>	<b>\$ 486,480</b>	<b>\$ 494,535</b>

OPERATING EXPENSES	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<b>ACCT.</b>					
4231 Professional/Contract Services	4,100	-	-	350,000	180,000
4244 Legal Services	-	-	-	2,000	-
4405 Mileage Reimbursement	-	-	900	1,800	1,800
4410 Meeting Expense	75	1,000	750	1,440	1,440
4415 Vehicle Operation	586	-	-	-	-
4420 Fares and Subsistence (Conferences)	2,019	4,075	4,000	8,095	8,095
4425 Memberships/Subscriptions	55	270	200	260	260
4440 Telephone	1,786	780	2,110	1,800	1,800
4465 Special Dept. Supplies	456	500	500	500	500
4490 Training	199	-	-	-	-
4670 Community Promotions	77	2,925	2,940	1,000	6,000
<b>Total:</b>	<b>\$ 9,353</b>	<b>\$ 9,550</b>	<b>\$ 11,400</b>	<b>\$ 366,895</b>	<b>\$ 199,895</b>

### ACCOUNT MODIFICATIONS

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

**ACCT.**

- 4109 Adjustment (+) represents staff reallocation and program reorganization.
- 4161 Adjustment (+) represents new part-time positions, i.e. Management Intern and Office Assistant.
- 4231 Adjustment (+) supports Council work program, i.e. long range planning, economic development and grants.
- 4244 Adjustment (+) supports Council work program, i.e. necessary due diligence.
- 4405 Adjustment (+) accommodates Econ. Dev. Manager/Asst. to City Manager employment contract.
- 4410 Adjustment (+) accommodates necessary regional governance meetings.
- 4420 Adjustment (+) allows conference attendance by Econ. Dev. Manager/Asst. to City Manager.
- 4440 Adjustment (+) provides cell phone for Econ. Dev. Manager/Asst. to City Manager.
- 4670 Adjustment (-) reflects true need.

# MANAGEMENT SERVICES

Program: City Attorney  
 Account: 01-910-43

## STATEMENT OF PURPOSE

To advise the City Council and the City Manager in all legal matters pertaining to City operations; to represent the City before courts of law and administrative agencies; and to negotiate on behalf of the City where required by the City Council.

<b>STAFFING SUMMARY (FTEs)</b>					
Personnel 1/					
<b>Total:</b>					

<b>BUDGET SUMMARY</b>					
	<i>ACTUAL</i> 2009-10	<i>ADOPTED</i> 2010-11	<i>ESTIMATED</i> 2010-11	<i>ADOPTED</i> 2011-12	<i>PROPOSED</i> 2012-13
Personnel Costs	-	-	-	-	-
Operating Expenses	195,793	212,210	272,410	250,000	250,000
<b>Total:</b>	<b>\$ 195,793</b>	<b>\$ 212,210</b>	<b>\$ 272,410</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>

<b>FUNDING SOURCES</b>					
	<i>ACTUAL</i> 2009-10	<i>ADOPTED</i> 2010-11	<i>ESTIMATED</i> 2010-11	<i>ADOPTED</i> 2011-12	<i>PROPOSED</i> 2012-13
General Fund 2/	195,793	212,210	272,410	250,000	250,000
<b>Total:</b>	<b>\$ 195,793</b>	<b>\$ 212,210</b>	<b>\$ 272,410</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>

## KEY PROGRAM GOALS

1. Provide general legal advice to the City Council and City Manager.
2. Represent the City in litigation matters not covered by the Joint Powers Insurance Authority (JPIA).
3. Prepare and review resolutions, ordinances, contracts and other legal documents.
4. Provide legal advice to City Manager regarding personnel issues.
5. Conduct legal trainings and other educational programs to meet statutory requirements and reduce risk of liability.

<b>KEY WORKLOAD MEASURES</b>	<i>ADOPTED</i> 2011-12	<i>PROPOSED</i> 2012-13
Advice and legal opinions provided (formal and informal).	260	286
Cases defended.	1	1
Legal documents prepared or reviewed.	520	572
Personnel matters addressed.	20	15
Trainings provided.	4	4

### FOOTNOTES (FISCAL YEAR 2011-12):

1/ Services are contracted and provided by Burke, Williams and Sorenson.

2/ Burke, Williams and Sorenson also provides legal services for the Community Redevelopment Agency; those services are budgeted in Funds 91 and 93.

**MANAGEMENT SERVICES**

Program: City Attorney  
Account: 01-910-43

**EXPENDITURE DETAIL**

PERSONNEL COSTS	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>Total:</b>	\$ -	\$ -	\$ -	\$ -	\$ -

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4215 County General Services	158	-	200	-	-
4234 City Attorney	188,759	195,000	193,200	218,000	218,000
4243 Special Counsel	10	10,000	70,000	30,000	30,000
4405 Mileage Reimbursement	-	-	1,800	2,000	2,000
4420 Fares and Subsistence (Conferences)	-	-	-	-	-
4425 Memberships/Subscriptions	6,866	7,210	7,210	-	-
4465 Special Dept. Supplies	-	-	-	-	-
<b>Total:</b>	\$ 195,793	\$ 212,210	\$ 272,410	\$ 250,000	\$ 250,000

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

**ACCT.**

- 4215 Adjustment (-) anticipates no required services.
- 4234 Adjustment (+) supports potential defense of non-JPIA covered legal action.
- 4243 Adjustment (+) supports special counsel for personnel issues and possible class action lawsuits.
- 4405 Adjustment (+) reflects increased IRS mileage reimbursement rates.
- 4425 Adjustment (-) eliminates line item; contracted legal firm handles their own memberships/subscriptions.

## MANAGEMENT SERVICES

Program: Elections  
Account: 01-910-44

### STATEMENT OF PURPOSE

To conduct all City general municipal and special elections in accordance with the City Charter and California Elections Code, and serve as Filing Officer for required disclosure statements.

<b>STAFFING SUMMARY (FTEs)</b>					
Personnel 1/					
<b>Total:</b>					
<b>BUDGET SUMMARY</b>				<b>ADOPTED</b>	<b>PROPOSED</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>ESTIMATED</b>	<b>2011-12</b>	<b>2012-13</b>
	<b>2009-10</b>	<b>2010-11</b>	<b>2010-11</b>		
Personnel Costs 2/	-	990	990	-	850
Operating Expenses 3/	53	52,510	50,785	-	56,840
<b>Total:</b>	<b>\$ 53</b>	<b>\$ 53,500</b>	<b>\$ 51,775</b>	<b>\$ -</b>	<b>\$ 57,690</b>
<b>FUNDING SOURCES</b>				<b>ADOPTED</b>	<b>PROPOSED</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>ESTIMATED</b>	<b>2011-12</b>	<b>2012-13</b>
	<b>2009-10</b>	<b>2010-11</b>	<b>2010-11</b>		
General Fund	53	53,500	51,775	-	57,690
<b>Total:</b>	<b>\$ 53</b>	<b>\$ 53,500</b>	<b>\$ 51,775</b>	<b>\$ -</b>	<b>\$ 57,690</b>

### KEY PROGRAM GOALS

1. Plan, supervise and conduct the City's general municipal and special elections.
2. Offer informational support to City Council candidates.
3. Comply with all regulations and timelines established by the California Elections Code.
4. Recruit and supervise polling place officers; secure adequate polling places.
5. Provide voter registration and verification services to residents.

<b>KEY WORKLOAD MEASURES</b>	<b>ADOPTED</b>	<b>PROPOSED</b>
	<b>2011-12</b>	<b>2012-13</b>
Number of active Temple City registered voters. 4/	N/A	17,500
Number of permanent Vote-By-Mail resident voters. 4/	N/A	3,100
Number of added and interactive resources posted to Election section of City website.	N/A	12
Number of issued notices, news releases and stories.	N/A	15
Voter turn-out rate. 4/	N/A	20%

#### FOOTNOTES (FISCAL YEAR 2012-13):

- 1/ Program is managed by City Clerk and Deputy City Clerk; personnel costs are allocated in Fund 45.  
2/ For election night workers.  
3/ The City's general municipal elections are held in March of odd-numbered years.  
4/ 2011 City general municipal election statistics: 16,500 registered voters, 2,875 Vote-By-Mail resident voters, and 18% voter turn-out rate.

**MANAGEMENT SERVICES**

Program: Elections  
Account: 01-910-44

**EXPENDITURE DETAIL**

PERSONNEL COSTS	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<b>ACCT.</b>					
4163 Overtime	-	990	990	-	850
4190 Allocated Benefits	-	-	-	-	-
<b>Total:</b>	<b>\$ -</b>	<b>\$ 990</b>	<b>\$ 990</b>	<b>\$ -</b>	<b>\$ 850</b>

OPERATING EXPENSES	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<b>ACCT.</b>					
4218 Los Angeles County Registrar	-	2,250	2,250	-	2,250
4245 Election Services	-	41,130	41,130	-	44,000
4246 Precinct Board Wages	-	2,850	2,850	-	3,210
4405 Mileage Reimbursement	-	30	30	-	30
4410 Meeting Expense	-	-	-	-	-
4450 Postage	-	1,700	1,700	-	3,500
4465 Special Department Supplies	53	700	700	-	700
4470 Legal Advertising	-	3,700	2,000	-	3,000
4590 Polling Place Rentals	-	150	125	-	150
<b>Total:</b>	<b>\$ 53</b>	<b>\$ 52,510</b>	<b>\$ 50,785</b>	<b>\$ -</b>	<b>\$ 56,840</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2012-13 budgets.*

**ACCT.**

- 4246 Adjustment (+) accommodates federal requirement for additional translators.
- 4450 Adjustment (+) accommodates higher postage fees and increased requests for vote-by-mail ballots.
- 4470 Adjustment (-) reflects advertising savings by switching newspapers.

## MANAGEMENT SERVICES

Program: Council Support  
Account: 01-910-45

### STATEMENT OF PURPOSE

To record the official actions of the City Council, execute and maintain all official City documents and legislative history, and respond to internal and external records and information requests.

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2009-10	2010-11		2011-12	2012-13
City Clerk	1.00	1.00		1.00	1.00
Deputy City Clerk	1.00	1.00		1.00	1.00
<b>Total:</b>	<b>2.00</b>	<b>2.00</b>		<b>2.00</b>	<b>2.00</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Personnel Costs	233,831	235,510	237,060	242,025	243,980
Operating Expenses	39,515	21,520	16,995	89,870	15,170
<b>Total:</b>	<b>\$ 273,346</b>	<b>\$ 257,030</b>	<b>\$ 254,055</b>	<b>\$ 331,895</b>	<b>\$ 259,150</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
General Fund	258,176	241,760	238,785	315,450	242,705
Community Redevelopment Agency 1/	15,170	15,270	15,270	16,445	16,445
<b>Total:</b>	<b>\$ 273,346</b>	<b>\$ 257,030</b>	<b>\$ 254,055</b>	<b>\$ 331,895</b>	<b>\$ 259,150</b>

### KEY PROGRAM GOALS

1. Prepare, record and archive accurate legislative actions of all City Council proceedings.
2. Prepare, publish and post all legal notices as required.
3. Oversee local requirements established by the Fair Political Practices Commission.
4. Initiate an efficient and accessible records database.
5. Respond within time constraints to all subpoenas and requests for public records.

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2011-12	2012-13
Prepare and post City Council agendas, meeting highlights and minutes.	167	170
Streamline records destruction process and increase destruction of obsolete records.	42 boxes	100 boxes
Prepare, post and publish legal notices.	34	50
Post City Council meeting videos, and Council and commission audio files to City website.	24	75
Increase webhits to certain webpages by offering interactive features and key resources.	Set baseline	+15% in visits

#### FOOTNOTES (FISCAL YEAR 2011-12):

1/ Partially funds personnel and benefit costs for the City Clerk (10%).

**MANAGEMENT SERVICES**

Program: Council Support  
Account: 01-910-45

**EXPENDITURE DETAIL**

PERSONNEL COSTS	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<u>ACCT.</u>					
4108 City Clerk	111,036	112,900	113,000	115,155	115,155
4111 Deputy City Clerk	56,882	56,860	56,860	57,995	57,995
4150 Overtime	-	-	1,100	-	-
4190 Allocated Benefits	65,913	65,750	66,100	68,875	70,830
<b>Total:</b>	<b>\$ 233,831</b>	<b>\$ 235,510</b>	<b>\$ 237,060</b>	<b>\$ 242,025</b>	<b>\$ 243,980</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<u>ACCT.</u>					
4231 Professional/Contract Services	15,311	2,400	2,400	77,400	2,400
4205 Mileage Reimbursement	614	650	625	650	650
4410 Meeting Expense	170	240	240	240	240
4425 Memberships/Subscriptions	609	760	760	1,150	1,150
4440 Telephone	700	660	900	800	800
4465 Printing	-	3,600	3,600	3,600	3,600
4465 Special Department Supplies	3,174	3,020	3,000	1,030	830
4470 Legal Advertising	18,778	9,720	5,000	4,000	4,000
4490 Training	159	470	470	1,000	1,500
<b>Total:</b>	<b>\$ 39,515</b>	<b>\$ 21,520</b>	<b>\$ 16,995</b>	<b>\$ 89,870</b>	<b>\$ 15,170</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

ACCT.

- 4231 Adjustment (+) supports Council work program, i.e. records management and document imaging assistance.
- 4425 Adjustment (+) accommodates new ARMA (records management) membership and other membership increases.
- 4440 Adjustment (+) reflects true need.
- 4465 Adjustment (-) reflects true need; discontinued annual (and duplicative) subscription service for state code updates.
- 4470 Adjustment (-) reflects advertising savings by switching newspapers.
- 4490 Adjustment (+) supports additional and successive staff training for elections and records management.

**MANAGEMENT SERVICES**

Program: Community Relations  
 Account: 01-940-56

**STATEMENT OF PURPOSE**

NOTE: PURPOSE, PROGRAM GOALS AND WORKLOAD MEASURES ARE UNDER DEVELOPMENT.

<b>STAFFING SUMMARY (FTEs)</b>	<i>ACTUAL</i>	<i>ADOPTED</i>		<i>ADOPTED</i>	<i>PROPOSED</i>
	<b>2009-10</b>	<b>2010-11</b>		<b>2011-12</b>	<b>2012-13</b>
Director of Parks & Recreation	0.05	0.05		0.05	0.05
Parks & Recreation Admin. Coordinator	0.10	0.10		0.10	0.10
<b>Total:</b>	<b>0.15</b>	<b>0.15</b>		<b>0.15</b>	<b>0.15</b>

<b>BUDGET SUMMARY</b>	<i>ACTUAL</i>	<i>ADOPTED</i>	<i>ESTIMATED</i>	<i>ADOPTED</i>	<i>PROPOSED</i>
	<b>2009-10</b>	<b>2010-11</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
Personnel Costs	36,924	33,640	33,710	17,915	17,895
Operating Expenses	214,911	299,985	223,800	239,300	198,550
<b>Total:</b>	<b>\$ 251,835</b>	<b>\$ 333,625</b>	<b>\$ 257,510</b>	<b>\$ 257,215</b>	<b>\$ 216,445</b>

<b>FUNDING SOURCES</b>	<i>ACTUAL</i>	<i>ADOPTED</i>	<i>ESTIMATED</i>	<i>ADOPTED</i>	<i>PROPOSED</i>
	<b>2009-10</b>	<b>2010-11</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
General Fund	251,835	333,625	257,510	257,215	216,445
<b>Total:</b>	<b>\$ 251,835</b>	<b>\$ 333,625</b>	<b>\$ 257,510</b>	<b>\$ 257,215</b>	<b>\$ 216,445</b>

**KEY PROGRAM GOALS**

<b>KEY WORKLOAD MEASURES</b>	<i>ADOPTED</i>	<i>PROPOSED</i>
	<b>2011-12</b>	<b>2012-13</b>

**MANAGEMENT SERVICES**

Program: Community Relations  
Account: 01-940-56

**EXPENDITURE DETAIL**

PERSONNEL COSTS	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4122 Director of Parks & Recreation	12,677	12,610	12,610	6,430	6,430
4124 Parks & Recreation Admin. Coordinator	14,910	11,870	11,940	6,300	6,510
4190 Allocated Benefits	9,337	9,160	9,160	5,185	4,955
<b>Total:</b>	<b>\$ 36,924</b>	<b>\$ 33,640</b>	<b>\$ 33,710</b>	<b>\$ 17,915</b>	<b>\$ 17,895</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4231 Professional/Contract Services	-	74,000	-	154,000	112,250
4244 Legal Services	-	-	-	4,000	-
4425 Memberships/Subscriptions	21,729	28,425	28,400	37,540	37,540
4430 Publications	38,303	86,800	86,800	-	-
4465 Special Department Supplies	11	100	100	100	100
4485 Misc. Sundry	-	-	-	-	-
4610 Sister City Program	11,572	12,660	11,500	12,660	12,660
4615 TC Chamber of Commerce	72,000	70,000	70,000	-	-
4617 TC Unified School District	20,000	20,000	20,000	25,000	28,000
4640 Special Events	45,970	5,000	4,000	-	-
4670 Community Promotions	-	-	-	3,000	5,000
4680 Promotional Items	5,326	3,000	3,000	3,000	3,000
<b>Total:</b>	<b>\$ 214,911</b>	<b>\$ 299,985</b>	<b>\$ 223,800</b>	<b>\$ 239,300</b>	<b>\$ 198,550</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

**ACCT.**

- 4122 Adjustment (-) represents staff reallocation and program reorganization.
- 4124 Adjustment (-) represents staff reallocation and program reorganization.
- 4190 Adjustment (-) represents staff reallocation and program reorganization.
- 4321 Adjustment (+) represents new city website, expanded newsletter, and contractual shift of meeting broadcasts.
- 4244 Adjustment (+) provides legal assistance for Facebook user and community board posting policies.
- 4425 Adjustment (+) includes necessary regional memberships, e.g. Southern California Association of Governments.
- 4430 Adjustment (-) represents reprogramming to Acct. 4321.
- 4615 Adjustment (-) reprograms cost to Fund 42.
- 4617 Adjustment (+) assumes cost of increase for City contribution and use of school facilities.
- 4670 Adjustment (+) provides for City booth and give-aways at community events.

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# ADMINISTRATIVE SERVICES

**Program 46: Support Services**  
Supports workforce needs.

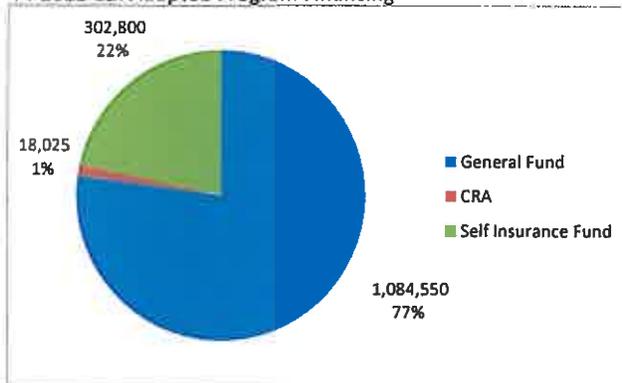
**Program 47: Ins./Benefits**  
Manages insurance programs.

**Program 48: Accounting**  
Tracks City financials.

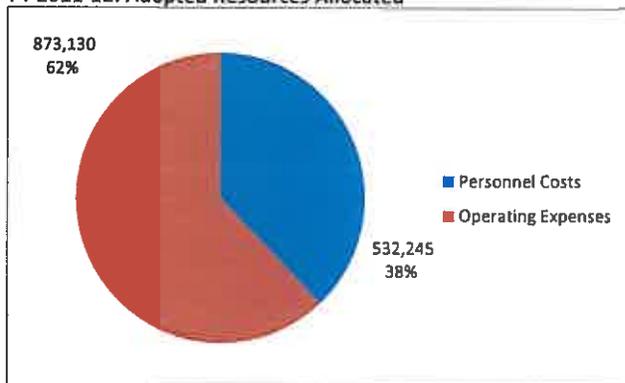
**Program 49: Purchasing**  
Acquires supplies and services.

## DEPARTMENT SUMMARY

**FY 2011-12: Adopted Program Financing**



**FY 2011-12: Adopted Resources Allocated**



	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<b>RESOURCES ALLOCATED</b>					
Personnel Costs	586,635	439,700	434,480	532,245	524,035
Operating Expenses	624,620	754,705	851,575	873,130	880,395
<b>Total:</b>	<b>\$ 1,211,255</b>	<b>\$ 1,194,405</b>	<b>\$ 1,286,055</b>	<b>\$ 1,405,375</b>	<b>\$ 1,404,430</b>
<b>PROGRAM FINANCING</b>					
General Fund	974,387	877,905	969,555	1,084,550	1,083,525
Community Redevelopment Agency (CRA)	14,031	13,700	13,700	18,025	18,105
Self Insurance Fund	222,837	302,800	302,800	302,800	302,800
<b>Total:</b>	<b>\$ 1,211,255</b>	<b>\$ 1,194,405</b>	<b>\$ 1,286,055</b>	<b>\$ 1,405,375</b>	<b>\$ 1,404,430</b>
<b>PERSONNEL (FTE)</b>					
	5.30	3.96		5.01	4.55
<b>Total:</b>	<b>5.30</b>	<b>3.96</b>		<b>5.01</b>	<b>4.55</b>

## ADMINISTRATIVE SERVICES

Program: Support Services  
Account: 01-910-46

### STATEMENT OF PURPOSE

Program includes all personnel and employee relations and functions: recruitment, selection, training, evaluation, affirmative action, administration of the classification and pay plan.

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2009-10	2010-11		2011-12	2012-13
Asst to the City Manager	0.50				
Personnel Analyst	0.50	0.50		0.50	0.50
Admin Services Director				0.25	0.25
<b>Total:</b>	<b>1.00</b>	<b>0.50</b>		<b>0.75</b>	<b>0.75</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Personnel Costs 1/	129,676	68,520	63,040	103,070	105,820
Operating Expenses	44,453	43,030	106,350	65,265	55,265
<b>Total:</b>	<b>\$ 174,129</b>	<b>\$ 111,550</b>	<b>\$ 169,390</b>	<b>\$ 168,335</b>	<b>\$ 161,085</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
General Fund	174,129	111,550	169,390	168,335	161,085
<b>Total:</b>	<b>\$ 174,129</b>	<b>\$ 111,550</b>	<b>\$ 169,390</b>	<b>\$ 168,335</b>	<b>\$ 161,085</b>

### KEY PROGRAM GOALS

1. Recruit effectively and fairly for all open positions.
2. Monitor and process all salary/class range changes in accordance with the City's pay and classification plans.
3. Monitor and respond to changes in personnel law.
4. Set-up training/classes for employees for personalized development
5. Monitor progress based on each individual Employee Development Plan

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2011-12	2012-13
Maintain personnel records for all full and part-time employees	36/47	36/47
Review and process annual employee evaluations	36/47	36/47

FOOTNOTES (FISCAL YEAR 2011-12):

1/ Support Services program merged as part of the Administrative Services Department

**ADMINISTRATIVE SERVICES**

Program: Support Services  
Account: 01-910-46

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4109 Asst to the City Manager	55,205	9,180	9,600	-	-
4110 Personnel Analyst	39,303	39,740	33,860	41,485	43,145
4113 Admin Services Director	-	-	-	34,295	34,295
4150 Overtime	-	1,000	1,000	-	-
4190 Allocated Benefits	35,168	18,600	18,580	27,290	28,380
<b>Total:</b>	<b>\$ 129,676</b>	<b>\$ 68,520</b>	<b>\$ 63,040</b>	<b>\$ 103,070</b>	<b>\$ 105,820</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4231 Private/Special Contract Services	5,500	-	65,000	25,000	25,000
4244 Legal Services	-	1,500	1,500	5,000	5,000
4405 Mileage Reimbursement	45	100	100	100	100
4410 Meeting Expense	73	50	50	50	50
4425 Memberships/Subscriptions	2,849	3,800	2,900	3,915	3,915
4430 Publications	20,000	-	-	-	-
4440 Telephone	-	780	-	-	-
4465 Special Dept. Supplies	2,234	2,000	2,000	1,200	1,200
4475 Classified Advertising	7,000	3,000	3,000	3,000	3,000
4490 Training	-	24,000	24,000	20,000	10,000
4495 Recruitment/Testing	5,729	4,000	4,000	3,800	3,800
4685 Special Projects	1,023	3,800	3,800	3,200	3,200
<b>Total:</b>	<b>\$ 44,453</b>	<b>\$ 43,030</b>	<b>\$ 106,350</b>	<b>\$ 65,265</b>	<b>\$ 55,265</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

- ACCT.**
- 4109 Adjustment (-) Position eliminated
  - 4113 Adjustment (+) Position added
  - 4244 Adjustment (+) Legal services as needed.
  - 4231 Adjustment (+) MIS transfered from Management Services to Administrative Services

## ADMINISTRATIVE SERVICES

Program: Insurance/Benefits  
Account: 01-910-47

### STATEMENT OF PURPOSE

Program includes risk management functions for general city liability and workers' compensation insurance, all-risk property insurance through the California Joint Powers Insurance Authority (CJPIA), all employee benefits and insurance plans.

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2009-10	2010-11		2011-12	2012-13
Asst to the City Manager	0.50				
Personnel Analyst	0.50	0.50		0.50	0.50
Admin Services Director				0.25	0.25
<b>Total:</b>	<b>1.00</b>	<b>0.50</b>		<b>0.75</b>	<b>0.75</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Personnel Costs	130,119	68,010	67,400	103,070	105,810
Operating Expenses	357,549	454,830	450,995	456,520	481,665
<b>Total:</b>	<b>\$ 487,668</b>	<b>\$ 522,840</b>	<b>\$ 518,395</b>	<b>\$ 559,590</b>	<b>\$ 587,475</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
General Fund	264,831	220,040	215,595	256,790	284,675
Self Insurance Fund	222,837	302,800	302,800	302,800	302,800
<b>Total:</b>	<b>\$ 487,668</b>	<b>\$ 522,840</b>	<b>\$ 518,395</b>	<b>\$ 559,590</b>	<b>\$ 587,475</b>

### KEY PROGRAM GOALS

1. Identify and analyze liability issues within the City.
2. Review claims against the City.
3. Monitor employee benefit and insurance plans.
4. Monitor and review Workers Comp. Program
5. Monitor and review contract with California Public Employees Retirement System

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2011-12	2012-13
Review and process monthly billing for employee benefits	156	156
Annual review of City's Risk Management LossCAP program	1	1
Worker's Comp claims are monitored for treatment of injured employee and follow-up.	3	3
Secure Special Events Insurance coverage as needed	5	5

**ADMINISTRATIVE SERVICES**

Program:        Insurance/Benefits  
Account:         01-910-47

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<b>ACCT.</b>					
4109 Asst to the City Manager	55,205	9,180	9,590	-	-
4110 Personnel Analyst	39,303	39,740	39,340	41,485	43,140
4113 Admin Services Director	-	-	-	34,295	34,295
4190 Allocated Benefits	35,611	19,090	18,470	27,290	28,375
<b>Total:</b>	<b>\$ 130,119</b>	<b>\$ 68,010</b>	<b>\$ 67,400</b>	<b>\$ 103,070</b>	<b>\$ 105,810</b>

OPERATING EXPENSES	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<b>ACCT.</b>					
4305 Bonus Pay	14,726	15,200	15,200	15,200	15,200
4310 Optional Benefits Program	58,088	29,530	27,300	29,600	29,600
4315 Section 125	275	300	450	600	600
4320 Health Insurance	413,969	493,740	474,850	504,580	537,300
4330 Unemployment Compensation	4,368	10,000	7,500	10,000	10,000
4340 PERS Retirement	540,117	540,940	531,500	594,870	637,280
4350 Medicare Tax	41,310	41,990	41,000	45,700	47,020
4360 Other Insurance	330,127	382,310	382,310	387,960	390,335
4370 Benefit Allocation	(1,049,218)	(1,061,730)	(1,031,715)	(1,134,590)	(1,188,270)
4410 Meeting Expense	50	50	100	100	100
4425 Memberships/Subscriptions	171	200	200	200	200
4465 Special Dept Supplies	-	300	300	300	300
4490 Training	866	2,000	2,000	2,000	2,000
4496 Audit Penalty Fees	2,229	-	-	-	-
4695 Education Expense	471	-	-	-	-
<b>Total:</b>	<b>\$ 357,549</b>	<b>\$ 454,830</b>	<b>\$ 450,995</b>	<b>\$ 456,520</b>	<b>\$ 481,665</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

- ACCT.**
- 4109 Adjustment (-) Position eliminated
  - 4113 Adjustment (+) Position added
  - 4320 Adjustment (+) Increase in health benefits premiums

## ADMINISTRATIVE SERVICES

Program: Accounting  
Account: 01-920-48

### STATEMENT OF PURPOSE

To plan, organize, coordinate and administer the accounting and auditing function in accordance with GAAP

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2009-10	2010-11		2011-12	2012-13
Financial Services Manager	0.45	0.45			
Admin Services Director				0.45	0.45
Accountant	0.85	0.85		0.85	0.85
Account Analyst	1.00	1.00		1.00	1.00
Part-Time		0.16		1.21	0.75
<b>Total:</b>	<b>2.30</b>	<b>2.46</b>		<b>3.51</b>	<b>3.05</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Personnel Costs	236,142	234,680	235,320	326,105	312,405
Operating Expenses	98,911	143,485	181,180	228,495	220,615
<b>Total:</b>	<b>\$ 335,053</b>	<b>\$ 378,165</b>	<b>\$ 416,500</b>	<b>\$ 554,600</b>	<b>\$ 533,020</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
General Fund	321,022	364,465	402,800	536,575	514,915
Community Redevelopment Agency	14,031	13,700	13,700	18,025	18,105
<b>Total:</b>	<b>\$ 335,053</b>	<b>\$ 378,165</b>	<b>\$ 416,500</b>	<b>\$ 554,600</b>	<b>\$ 533,020</b>

### KEY PROGRAM GOALS

1. Complete monthly and annually financial accounting records and reports.
2. Process bi-weekly payroll records and checks.
3. Process semi-monthly vendor records (warrant registers) and checks.
4. Receive and reconcile monthly bank and treasury statements.
5. Review the preparation of the State Controller's Report, the Street Report and the Statement of Indebtedness.
6. Plan and coordinate the external audits for the City.
7. Coordinate and ensure proposed and adopted budgets are prepared by July 1 of each fiscal year.
8. Prepare staff financial reports to Council (quarterly budget amendments, petty cash and visa card reports).
9. Maximize the investment of all available cash and manage the investment portfolio per Investment Policy.

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2011-12	2012-13
Agendas and staff reports prepared for City and Agency. 1/	60	60
Coordinate, review, print and distribute proposed & adopted budget books annually.	45	45
Gather data, prepare and produce a Comprehensive Annual Financial Report. 2/	-	1
Distribute mandatory tax forms (W2 & 1099M) to employees and vendors annually	230	230
Audits conducted annually. 3/	5	5

#### FOOTNOTES (FISCAL YEAR 2011-12):

- 1/ Includes petty cash, visa card, monthly treasurer's report, quarterly budget amendments, & annual budget preparation reports.
- 2/ The CAFR is part of the contract services with new auditing firm.
- 3/ Single audit, MTA audit, Gas Tax & CDBG and annual City and CRA audits.

**ADMINISTRATIVE SERVICES**

Program: Accounting  
Account: 01-920-48

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<b>ACCT.</b>					
4113 Financial Services Manager	46,290	46,230	46,500	-	-
4113 Admin Services Director	-	-	-	61,045	61,045
4114 Accountant	61,087	61,150	61,150	64,650	64,860
4115 Account Analyst	61,903	61,870	62,240	65,420	65,630
4150 Overtime	805	1,000	1,000	1,000	1,000
4161 Part Time	-	1,000	1,000	61,200	46,800
4190 Allocated Benefits	66,057	63,430	63,430	72,790	73,070
<b>Total:</b>	<b>\$ 236,142</b>	<b>\$ 234,680</b>	<b>\$ 235,320</b>	<b>\$ 326,105</b>	<b>\$ 312,405</b>

OPERATING EXPENSES	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<b>ACCT.</b>					
4231 Private/Special Contract Services	2,001	31,600	60,000	87,000	87,000
4232 Revenue Audit Services	6,123	7,000	7,000	8,000	8,500
4233 Audit Services	32,053	40,000	40,000	50,000	50,000
4405 Mileage Reimbursement	36	100	100	1,900	1,900
4410 Meeting Expense	71	500	200	500	500
4420 Fares & Sussistence	-	1,000	900	1,300	1,300
4425 Memberships/Subscriptions	515	525	400	525	525
4440 Telephone	680	660	980	660	660
4465 Special Dept Supplies	2,688	2,000	2,000	2,000	2,500
4480 Bank Charges	35,260	36,000	38,000	38,000	38,000
4490 Training	275	700	600	11,000	1,000
4530 Special Equipment Maintenance	19,209	23,400	31,000	27,610	28,730
<b>Total:</b>	<b>\$ 98,911</b>	<b>\$ 143,485</b>	<b>\$ 181,180</b>	<b>\$ 228,495</b>	<b>\$ 220,615</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

**Acct.**

- 4231 Adjustment (+) represents grant consultant services.
- 4232 Adjustment (+) reflects increase in sales tax audit findings.
- 4233 Adjustment (+) represents Comprehensive Annual Financial Report (CAFR) expense.
- 4405 Adjustment (+) due to increase in auto allowance for Administrative Services Director.
- 4420 Adjustment (+) due to increase in conference registration fees.
- 4490 Adjustment (+) supports addittional training for staff and for conversion of financial system to web-based.
- 4530 Adjustment (+) reflects increase in financial system maintenance.

## ADMINISTRATIVE SERVICES

Program: Purchasing  
Account: 01-920-49

### STATEMENT OF PURPOSE

Responsible for planning, directing and controlling the purchasing, duplicating, printing and mail service for the City.

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2009-10	2010-11		2011-12	2012-13
Financial Services Manager	0.50	0.50			
Part-Time	0.50				
<b>Total:</b>	<b>1.00</b>	<b>0.50</b>		<b>0.00</b>	<b>0.00</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Personnel Costs	90,698	68,490	68,720	-	-
Operating Expenses	123,707	113,360	113,050	122,850	122,850
<b>Total:</b>	<b>\$ 214,405</b>	<b>\$ 181,850</b>	<b>\$ 181,770</b>	<b>\$ 122,850</b>	<b>\$ 122,850</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
General Fund	214,405	181,850	181,770	122,850	122,850
<b>Total:</b>	<b>\$ 214,405</b>	<b>\$ 181,850</b>	<b>\$ 181,770</b>	<b>\$ 122,850</b>	<b>\$ 122,850</b>

### KEY PROGRAM GOALS

1. Ensure that all City Ordinances and Municipal Codes are adhered to concerning the purchasing activity.
2. Continue to order and stock all needed office supplies for City departments.
3. Identify, tag and maintain all fixed assets.
4. Manage copiers lease and service maintenance agreements.
5. Maintain responsibility for all outgoing mail and ensure meter is always replenished.
6. Replace office and special equipment at end of useful life.

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2011-12	2012-13
Daily and annual outgoing mail . 1/	75,000	75,000
Copiers maintained. 2/	6	6
Fixed assets inventory & depreciation. 3/	annually	annually
Orders placed for replenishing water, toner, paper, office, & misc supplies.	60	60

#### FOOTNOTES (FISCAL YEAR 2011-12):

1/ Includes annual mass mailing for business licenses, dog licenses, renewal notices, permits, special events, warrants, parking permits & recreation classes.

2/ Copiers located at City Hall, Live Oak Park, Annex Building, and Civic Center.

3/ Fixed assets are tagged (labeled) when purchased. Inventory for additions and deletions are performed annually in preparation for depreciation.

**ADMINISTRATIVE SERVICES**

Program: Purchasing  
Account: 01-920-49

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4113 Financial Services Manager	52,009	51,940	52,100	-	-
4161 Part-Time	20,586	-	-	-	-
4190 Allocated Benefits	18,103	16,550	16,620	-	-
<b>Total:</b>	<b>\$ 90,698</b>	<b>\$ 68,490</b>	<b>\$ 68,720</b>	<b>\$ -</b>	<b>\$ -</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4405 Mileage Reimbursement	-	50	50	50	50
4425 Memberships/Subscriptions	160	200	200	200	200
4445 Printing	13,212	9,000	9,000	9,000	9,000
4450 Postage	8,779	11,000	11,000	12,000	12,000
4460 Office Supplies	12,951	11,000	11,000	12,000	12,000
4465 Special Dept Supplies	1,323	700	800	500	500
4510 Maintenance & Repair	39,838	40,400	40,000	43,000	43,000
4520 Office Equipment Maintenance	32,503	19,200	30,000	30,000	30,000
4530 Special Equipment Maintenance	14,151	20,730	10,000	15,000	15,000
4580 Equipment Rental	790	1,080	1,000	1,100	1,100
<b>Total:</b>	<b>\$ 123,707</b>	<b>\$ 113,360</b>	<b>\$ 113,050</b>	<b>\$ 122,850</b>	<b>\$ 122,850</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

**Acct**

- 4113 Adjustment (-) Position eliminated
- 4190 Adjustment (-) Elimination of one full time position
- 4520 Adjustment (+) Transfer of city hall phone system maintenance to Admin. Svces Dept.

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# COMMUNITY DEVELOPMENT

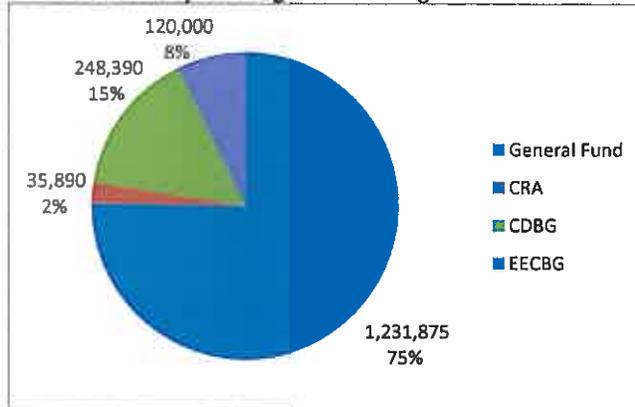
**Program 53: Planning**  
Guide physical & economic development

**Program 54: Building**  
Building permitting and inspection

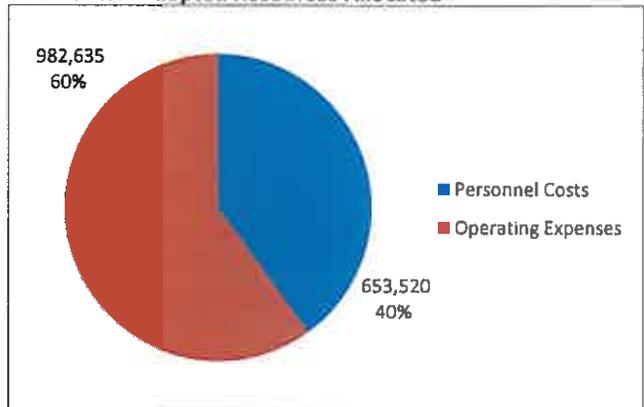
**Program 55: Housing**  
Preserve and improve housing

## DEPARTMENT SUMMARY

**FY 2011-12: Adopted Program Financing**



**FY 2011-12: Adopted Resources Allocated**



	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<b>RESOURCES ALLOCATED</b>					
Personnel Costs	645,646	700,210	690,510	653,520	672,105
Operating Expenses	652,741	548,990	723,050	982,635	689,155
<b>Total:</b>	<b>\$ 1,298,387</b>	<b>\$ 1,249,200</b>	<b>\$ 1,413,560</b>	<b>\$ 1,636,155</b>	<b>\$ 1,361,260</b>
<b>PROGRAM FINANCING</b>					
General Fund	888,243	866,710	1,028,140	1,231,875	1,106,150
Community Redevelopment Agency (CRA)	93,468	103,490	106,420	35,890	35,890
CDBG	316,676	279,000	279,000	248,390	219,220
EECBG	-	-	-	120,000	-
<b>Total:</b>	<b>\$ 1,298,387</b>	<b>\$ 1,249,200</b>	<b>\$ 1,413,560</b>	<b>\$ 1,636,155</b>	<b>\$ 1,361,260</b>
<b>PERSONNEL (FTE)</b>					
	7.35	7.70		6.35	6.35
<b>Total:</b>	<b>7.35</b>	<b>7.70</b>		<b>6.35</b>	<b>6.35</b>

# COMMUNITY DEVELOPMENT

Program: Planning  
Account: 01-930-53

## STATEMENT OF PURPOSE

The Planning program ensures development is consistent with the adopted General Plan, encourages commercial revitalization and ensures a high quality of life for the community.

STAFFING SUMMARY (FTEs)	ACTUAL 2009-10	ADOPTED 2010-11		ADOPTED 2011-12	PROPOSED 2012-13
Receptionist 1/	0.90	0.90			
Community Dev Director		0.25		0.25	0.25
Community Dev Manager	0.70	0.70		0.70	0.70
Secretary - Comm. Dev	0.75	0.75		0.40	0.40
Associate Planner (1) 2/	0.50	0.50		1.00	1.00
Associate Planner (2)	1.00	1.00		1.00	1.00
Part-Time Positions 3/	0.15	0.10		0.10	0.10
<b>Total:</b>	<b>4.00</b>	<b>4.20</b>		<b>3.45</b>	<b>3.45</b>

BUDGET SUMMARY	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
Personnel Costs	351,366	383,810	377,430	370,405	382,390
Operating Expenses	164,278	177,440	203,300	290,580	199,580
<b>Total:</b>	<b>\$ 515,644</b>	<b>\$ 561,250</b>	<b>\$ 580,730</b>	<b>\$ 660,985</b>	<b>\$ 581,970</b>

FUNDING SOURCES	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
General Fund 4/	468,910	508,040	527,520	634,705	555,690
Community Redevelopment Agency	46,734	53,210	53,210	26,280	26,280
<b>Total:</b>	<b>\$ 515,644</b>	<b>\$ 561,250</b>	<b>\$ 580,730</b>	<b>\$ 660,985</b>	<b>\$ 581,970</b>

## KEY PROGRAM GOALS

1. General Plan and Housing Element Update
2. Improve Development and Design Standards for Commercial and Industrial Zones including a Sign Code Update
3. Historic Resources Survey/Historic Preservation Ordinance
4. Ongoing Implementation of the Façade Improvement Program
5. Adopt CEQA Guidelines

KEY WORKLOAD MEASURES	ADOPTED 2011-12	PROPOSED 2012-13
Planning Commission reports reviewed and approved	40	40
City Council reports reviewed and approved	50	50
Planning related inquiries resolved at public counter or via telephone/e-mail	3,800	3,800
Planning Commission cases processed (CUPs, ZVs, subdivisions, etc.)	30	30
Site Plan Reviews processed	150	150
Sign Permits processed	70	70
Banner Permits processed	50	50
Façade Improvement cases processed	5	5
Ordinances adopted	3	2
Major studies and/or procedures developed and Implemented, i.e. Design Review procedures and Historical Resources Survey	5	5

## FOOTNOTES (FISCAL YEAR 2011-12):

1 & 2/ Reorganization and additional staff/duties allocation .

3/ Planning Intern at \$12/hour - 10 hours/week.

4/ Temple City Redevelopment Agency will reimburse the City \$26,280 of Community Development Director salary and benefits for CRA admin.

**COMMUNITY DEVELOPMENT**

Program: Planning  
Account: 01-930-53

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED	PROPOSED
				2011-12	2012-13
<b>ACCT.</b>					
4116 Receptionist	32,966	33,970	34,250	-	-
4117 Community Dev Director	-	23,750	15,800	32,150	32,150
4118 Community Dev Manager	73,099	73,460	73,840	77,175	80,265
4119 Secretary - Comm. Dev	40,161	41,000	41,300	22,680	23,200
4148 Associate Planner (1)	30,815	30,760	30,980	-	-
4148 Associate Planner (1)	-	-	-	65,230	67,840
4149 Associate Planner (2)	61,772	61,520	61,810	65,230	67,835
4150 Overtime	288	5,000	5,000	4,000	4,000
4161 Part Time	9,161	6,500	9,600	6,300	6,300
4190 Allocated Benefits	103,104	107,850	104,850	97,640	100,800
<b>Total:</b>	<b>\$ 351,366</b>	<b>\$ 383,810</b>	<b>\$ 377,430</b>	<b>\$ 370,405</b>	<b>\$ 382,390</b>

OPERATING EXPENSES	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED	PROPOSED
				2011-12	2012-13
<b>ACCT.</b>					
4216 Contract Service - Public	11,640	25,000	20,000	20,000	20,000
4231 Prv/Spc Contract Services	43,386	72,000	67,000	117,000	50,000
4244 Legal Services	-	-	-	24,000	-
4405 Mileage Reimbursement	17	300	300	2,100	2,100
4410 Meeting Expense	277	400	400	400	400
4415 Vehicle Operation	446	500	500	500	500
4420 Fares & Subsistence	7,706	10,850	10,850	9,550	9,550
4425 Memberships/Subscriptions	755	1,200	1,200	1,950	1,950
4440 Telephone	707	660	900	1,800	1,800
4445 Printing	-	4,200	4,200	5,400	5,400
4450 Postage	1,411	1,630	1,600	1,880	1,880
4465 Special Dept Supplies	3,428	3,500	3,500	3,000	3,000
4470 Legal Advertising	-	3,750	3,000	2,000	2,000
4490 Training	1,632	2,000	2,000	1,000	1,000
4530 Special Equipment Maint	2,873	1,450	2,850	-	-
4650 Façade Improvement	90,000	50,000	85,000	100,000	100,000
<b>Total:</b>	<b>\$ 164,278</b>	<b>\$ 177,440</b>	<b>\$ 203,300</b>	<b>\$ 290,580</b>	<b>\$ 199,580</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

<b>ACCT.</b>	<b>ACCT.</b>
4116 Adj(-) represents staff reorganization.	4440 Adj (+) represents color ink for new plotter.
4117-48 Adj (+) & (-) represents program reorganization.	4445 Adj (+) comm outreach for updated codes and standards.
4150 Adj (-) budgeting for actual costs based on prior history.	4450 Adj (-) elimination of duplclty among other accounts.
4161 Adj (-) actual costs based on prior history.	4465 Adj (-) actual costs based on prior history.
4216 Adj (+) higher level of dev activity, costs are pass-through.	4470 Adj (-) represents decrease to allocate for other items.
4231 Adj (+) hiring of on-call architectural and pl. consultants.	4490 Adj (-) represents decrease to allocate for other items.
4244 Adj (+) review of prop Ord	4530 Adj (-) elimination of HdL maintenance costs.
4405 Adj (+) Comm Dev Dir auto allowance per contract.	4650 Adj (+) façade improvement program
4420 Adj (-) one conf per year per staff & 3 PI Comm	
4425 Adj (+) APA membership for Dir, 3 employees & PI Comm.	

## COMMUNITY DEVELOPMENT

Program: Building  
Account: 01-930-54

### STATEMENT OF PURPOSE

The Building program administers Building Plan Checks, Building Permit issuance and performs Building Inspections.

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2009-10	2010-11		2011-12	2012-13
Community Dev Director		0.15		0.15	0.15
Community Dev Manager 1/ Secretary - Comm. Dev 2/	0.15	0.15		0.20	0.20
Building/Housing Assistant	0.85	0.85		0.10	0.10
Building Inspector	0.80	0.80		0.85	0.85
Part-Time Positions 3/	0.15	0.15		0.80	0.80
<b>Total:</b>	<b>1.95</b>	<b>2.10</b>		<b>2.25</b>	<b>2.25</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Personnel Costs	165,467	187,670	184,190	218,170	221,455
Operating Expenses	162,968	171,000	243,950	276,325	276,325
<b>Total:</b>	<b>\$ 328,435</b>	<b>\$ 358,670</b>	<b>\$ 428,140</b>	<b>\$ 494,495</b>	<b>\$ 497,780</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
General Fund 4/	328,435	358,670	428,140	494,495	497,780
<b>Total:</b>	<b>\$ 328,435</b>	<b>\$ 358,670</b>	<b>\$ 428,140</b>	<b>\$ 494,495</b>	<b>\$ 497,780</b>

### KEY PROGRAM GOALS

1. Accept alternative payment methods for Building Permits
2. Cross training of staff to provide more complete counter and permit services
3. Building Permit Transition to eLMS (Enterprise Land Management System)
4. Improve overall coordination with Community Preservation and Planning

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2011-12	2012-13
Permits issued	600	600
Inspections conducted	2100	2100
Building related inquiries resolved at public counter or via telephone/e-mail	1040	1040
Over the counter plan checks	40	40
Address changes processed	20	20

FOOTNOTES (FISCAL YEAR 2011-12):

- 1/ Reorganization and additional staff/duties allocation .
- 2/ Reorganization and additional staff/duties allocation.
- 3/ Coverage for Building Inspector.
- 4/ Building plan check and permit fees totally offset the cost of building and construction-related services.

**COMMUNITY DEVELOPMENT**

Program: Building  
Account: 01-930-54

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4117 Community Dev Director	-	14,250	9,480	19,290	19,290
4118 Community Dev Manager	15,673	15,740	15,870	22,050	22,930
4119 Secretary - Comm. Dev	-	-	-	5,665	5,800
4120 Building/Housing Assistant	46,777	48,330	48,600	49,295	49,295
4131 Building Inspector	51,811	52,760	53,040	54,715	56,905
4150 Overtime	-	-	-	500	500
4161 Part Time	2,395	2,500	4,500	2,500	2,500
4190 Allocated Benefits	48,811	54,090	52,700	64,155	64,235
<b>Total:</b>	<b>\$ 165,467</b>	<b>\$ 187,670</b>	<b>\$ 184,190</b>	<b>\$ 218,170</b>	<b>\$ 221,455</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4213 LA CO - Bldg & Safety	122,138	127,050	155,000	163,350	163,350
4217 LA CO - Industrial Waste	24,068	30,000	24,000	25,000	25,000
4231 Prv/Spc Contract Services	15,192	10,500	60,000	85,000	85,000
4415 Vehicle Operation	992	1,000	2,500	750	750
4425 Memberships/Subscriptions	-	500	500	275	275
4440 Telephone	424	450	450	450	450
4465 Special Dept Supplies	4	500	500	500	500
4490 Training	150	1,000	1,000	1,000	1,000
<b>Total:</b>	<b>\$ 162,968</b>	<b>\$ 171,000</b>	<b>\$ 243,950</b>	<b>\$ 276,325</b>	<b>\$ 276,325</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

**ACCT.**

- 4213 Adjustment (+) represents anticipated higher level of development activity, and these costs are pass-through.
- 4217 Adjustment (-) represents budgeting for actual costs based on prior history.
- 4231 Adjustment (+) represents anticipated higher level of development activity, and these costs are pass-through.
- 4415 Adjustment (-) represents budget for actual costs on prior history and lower maintenance cost of future vehicle.
- 4425 Adjustment (-) represents decrease to allocate for other items.

## COMMUNITY DEVELOPMENT

Program: Housing  
Account: 01-930-55

### STATEMENT OF PURPOSE

The Housing program implements programs to preserve and improve the City's affordable Housing stock, and also implements programs to provide energy improvements to the general housing stock citywide.

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2009-10	2010-11		2011-12	2012-13
Accountant	0.15	0.15		0.15	0.15
Community Dev Director 1/				0.05	0.05
Comm Dev Manager 2/	0.15	0.15			
Secretary - Comm Dev 3/	0.25	0.25		0.10	0.10
Building/Housing Asst	0.15	0.15		0.15	0.15
Building Inspector	0.20	0.20		0.20	0.20
Associate Planner 4/	0.50	0.50			
<b>Total:</b>	<b>1.40</b>	<b>1.40</b>		<b>0.65</b>	<b>0.65</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Personnel Costs	128,813	128,730	128,890	64,945	68,260
Operating Expenses	325,495	200,550	275,800	415,730	213,250
<b>Total:</b>	<b>\$ 454,308</b>	<b>\$ 329,280</b>	<b>\$ 404,690</b>	<b>\$ 480,675</b>	<b>\$ 281,510</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
General Fund 5/	90,898	-	72,480	102,675	52,680
Community Redevelopment Agency	46,734	50,280	53,210	9,610	9,610
CDBG 6/	316,676	279,000	279,000	248,390	219,220
EECBG 7/	-	-	-	120,000	-
<b>Total:</b>	<b>\$ 454,308</b>	<b>\$ 329,280</b>	<b>\$ 404,690</b>	<b>\$ 480,675</b>	<b>\$ 281,510</b>

### KEY PROGRAM GOALS

1. Coordinate with CRA (Community Redevelopment Agency) to update and improve affordable housing strategy and programs.
2. Hire consultant for administration and funding of Housing Improvement Programs and other CDBG funded programs or projects.
3. Continue the Brush with Kindness - CRA funded home rehabilitation grant program.
4. Implement EECBG grant program for residential energy efficiency improvements.

### KEY WORKLOAD MEASURES

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2011-12	2012-13
Home Improvement Project loans administered	10	5
Brush with Kindness grants administered	5	5
EECBG grants administered	20	0

#### FOOTNOTES (FISCAL YEAR 2011-12):

1-4/ Reorganization and additional staff/duties allocation .

5/ CRA will reimburse General Fund \$9,610 of Comm Dev Dir salary/benefits and miscellaneous expenses.

6/ \$248,390 of costs for Implementing Housing programs will be reimbursed by CDBG (Community Development Block Grant) funds.

7/ \$120,000 of costs for implementing Housing programs will be reimbursed by EECBG (Energy Efficiency and Conservation Block Grant) funds.

**COMMUNITY DEVELOPMENT**

Program:           Housing  
Account:           01-930-55

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4114 Accountant	10,779	10,790	10,760	11,410	11,450
4117 Community Dev Director	-	-	-	6,430	6,430
4118 Comm Dev Manager	15,664	15,740	15,590	-	-
4119 Secretary - Comm Dev	13,391	13,670	13,370	5,665	5,800
4120 Building/Housing Asst	8,262	8,530	8,220	8,700	8,700
4131 Building Inspector	12,953	13,190	12,900	13,680	14,225
4148 Associate Planner	30,815	30,760	30,770	-	-
4190 Allocated Benefits	36,949	36,050	37,280	19,060	21,655
<b>Total:</b>	<b>\$ 128,813</b>	<b>\$ 128,730</b>	<b>\$ 128,890</b>	<b>\$ 64,945</b>	<b>\$ 68,260</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4231 Prv/Spc Contract Services	121,085	64,000	125,000	144,880	112,400
4405 Mileage Reimbursement	-	50	100	50	50
4410 Meeting Expense	-	-	-	100	100
4465 Special Dept Supplies	-	-	200	200	200
4490 Training	-	500	500	500	500
4930 Housing Rehab Loans	113,312	96,000	96,000	150,000	100,000
4932 Misc Loan Expenses	-	-	-	-	-
4935 Grant Expense	82,098	40,000	40,000	-	-
4936 EECBG Grant Expense	9,000	-	14,000	120,000	-
<b>Total:</b>	<b>\$ 325,495</b>	<b>\$ 200,550</b>	<b>\$ 275,800</b>	<b>\$ 415,730</b>	<b>\$ 213,250</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

**ACCT.**

- 4231 Adjustment (+) represents hiring Housing consultant to help administer Housing programs.
- 4410 Adjustment (+) represents anticipated attendance at CDC, COG and SCAG related Housing meetings.
- 4465 Adjustment (+) represents anticipated office and clerical supplies which will be reimbursed by CRA.
- 4930 Adjustment (+) represents budgeting for an increased level of Home Improvement Loans once a consultant is hired.
- 4935 Adjustment (-) represents decrease to allocate for ADA curbcuts instead of CDBG funded Handyworker Grants.
- 4936 Adjustment (+) represents budgeting for EECBG funded energy improvement grants, federal funding has already been secured for this program.

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# PARKS & RECREATION

**Program 57: Rec./Human Svc**  
Coordinates recreation programs

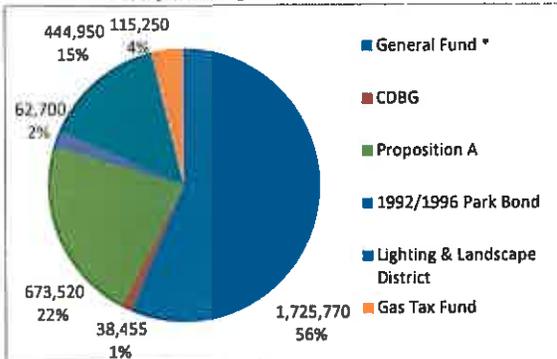
**Program 58: Public Trans.**  
Coordinates public transit program

**Program 59: Parks-Maint/Fac**  
Operate & maintain park facil.

**Program 83: Trees & Parkways**  
Maintains City's urban forest.

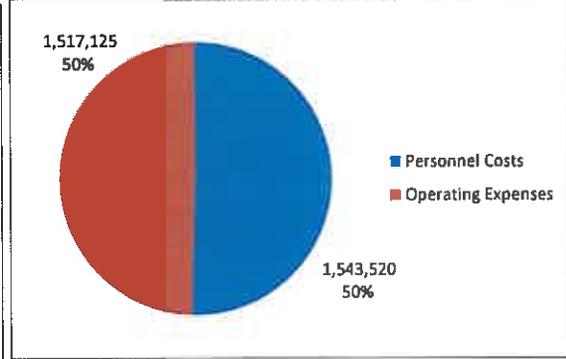
## DEPARTMENT SUMMARY

**FY 2011-12: Adopted Program Financing**



\* Fees & Charges funds approximately \$489,800

**FY 2011-12: Adopted Resources Allocated**



	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<b>RESOURCES ALLOCATED</b>					
Personnel Costs	1,584,877	1,506,350	1,495,870	1,543,520	1,578,085
Operating Expenses	1,430,481	1,445,125	1,398,315	1,517,125	1,427,965
<b>Total:</b>	<b>\$ 3,015,358</b>	<b>\$ 2,951,475</b>	<b>\$ 2,894,185</b>	<b>\$ 3,060,645</b>	<b>\$ 3,006,050</b>
<b>PROGRAM FINANCING</b>					
General Fund	1,697,370	1,638,370	1,625,585	1,725,770	1,748,500
CDBG	32,623	43,505	43,505	38,455	43,000
Proposition A	734,565	787,740	724,395	673,520	687,030
1992/1996 Park Bond	62,725	62,700	62,700	62,700	62,700
Lighting & Landscape Dist.	487,343	301,940	320,780	444,950	347,390
Gas Tax	-	116,720	116,720	115,250	117,430
State Recycling Fund	732	500	500	-	-
<b>Total:</b>	<b>\$ 3,015,358</b>	<b>\$ 2,951,475</b>	<b>\$ 2,894,185</b>	<b>\$ 3,060,645</b>	<b>\$ 3,006,050</b>
<b>PERSONNEL (FTE)</b>					
	32.12	33.44		32.78	33.07
<b>Total:</b>	<b>32.12</b>	<b>33.44</b>		<b>32.78</b>	<b>33.07</b>

## PARKS & RECREATION

Program: Recreation/Human Services

Account: 01-940-57

### STATEMENT OF PURPOSE

To coordinate programs, services, and activities that contribute to Temple City residents' quality of life including youth, adult and senior programs as well as community special events.

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2009-10	2010-11		2011-12	2012-13
Director of Parks & Recreation	0.40	0.35		0.40	0.40
P & R Administrative Coordinator	0.30	0.25		0.30	0.30
Community Services Specialist	1.00	1.00		0.80	0.80
P & R Coordinator	1.40	1.40		1.50	1.50
Part Time Positions	14.28	15.53		15.04	15.33
<b>Total:</b>	<b>17.38</b>	<b>18.53</b>		<b>18.04</b>	<b>18.33</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Personnel Costs	682,221	629,230	615,010	649,590	668,555
Operating Expenses	326,433	329,225	328,950	358,165	353,165
<b>Total:</b>	<b>\$ 1,008,654</b>	<b>\$ 958,455</b>	<b>\$ 943,960</b>	<b>\$ 1,007,755</b>	<b>\$ 1,021,720</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
General Fund 1/ CDBG	976,031	914,950	900,455	969,300	978,720
	32,623	43,505	43,505	38,455	43,000
<b>Total:</b>	<b>\$ 1,008,654</b>	<b>\$ 958,455</b>	<b>\$ 943,960</b>	<b>\$ 1,007,755</b>	<b>\$ 1,021,720</b>

### KEY PROGRAM GOALS

1. Plan and provide a variety of quality recreation programs for the community.
2. Establish and implement cultural and generational programs for underserved populations.
3. Coordinate Parks and Recreation Commission and Youth Committee meetings and activities.
4. Coordinate community special events.
5. Review and process youth scholarship and Camellia Trust Fund applications and funding requests.
6. Coordinate City's volunteer program.

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2011-12	2012-13
New recreation programs planned/offered.	5	10
Agendas, minutes, staff reports reviewed and approved. 2/	120	120
Community special events planned and conducted.	10	12
Youth Scholarship applications reviewed and processed.	125	125
Volunteer service hours coordinated.	5,000	5,500

#### FOOTNOTES (FISCAL YEAR 2011-12):

1/ Fees & Charges funds a portion (approximately \$471,600).

2/ Includes Parks & Recreation Commission and Youth Committee.

**PARKS & RECREATION**

Program: Recreation  
Account: 01-940-57

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4122 Dir. Of P & R	50,552	44,130	44,450	51,440	51,440
4124 P & R Admin. Coordinator	17,893	14,840	14,940	18,895	19,540
4125 Community Svcs. Specialist	57,118	56,860	51,000	36,920	38,390
4127 P & R Coordinator	23,007	23,810	24,730	31,395	32,650
4147 P & R Coordinator	57,140	57,240	57,580	60,370	62,790
4150 Overtime	15,917	11,910	12,000	12,010	12,010
4161 Part Time	8,624	5,400	2,500	2,000	2,000
4162 Part Time - Rec. Leaders	234,099	215,000	210,000	229,760	234,350
4164 Part Time - Rec. Aides	75,897	72,610	70,000	73,780	75,250
4165 Part Time - Senior Leaders	41,654	39,220	39,220	43,235	44,095
4190 Allocated Benefits	100,320	88,210	88,590	89,785	96,040
<b>Total:</b>	<b>\$ 682,221</b>	<b>\$ 629,230</b>	<b>\$ 615,010</b>	<b>\$ 649,590</b>	<b>\$ 668,555</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4216 Contract Svcs - Public	-	2,500	2,500	6,000	6,000
4272 Recreation Specialists	119,421	103,020	110,000	110,770	110,770
4405 Mileage Reimbursement	715	900	900	1,800	1,800
4410 Meeting Expense	87	310	300	250	250
4415 Vehicle Operation	3,545	4,500	3,800	4,500	4,500
4420 Fares and Subsistence (Conferences)	5,957	11,050	9,500	12,150	12,150
4425 Memberships/Subscriptions	1,275	1,460	1,450	1,290	1,290
4440 Telephone	2,411	2,700	2,300	2,520	2,520
4445 Printing	1,243	2,100	1,500	2,100	2,100
4455 Uniforms	1,907	2,000	1,900	2,000	2,000
4465 Special Dept. Supplies	4,537	6,200	6,200	6,750	6,750
4490 Training	563	750	700	750	750
4530 Special Equipment Maintenance	7,498	7,525	10,400	7,525	7,525
4580 Equipment Rental	2,559	3,400	2,500	2,650	2,650
4630 Annual Events	63,253	70,930	68,500	80,640	80,640
4690 Special Program Expense	111,462	109,880	106,500	116,470	111,470
<b>Total:</b>	<b>\$ 326,433</b>	<b>\$ 329,225</b>	<b>\$ 328,950</b>	<b>\$ 358,165</b>	<b>\$ 353,165</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

**ACCT.**

- 4122 Adjustment (+) represents staff reallocation and program reorganization.
- 4124 Adjustment (+) represents staff reallocation and program reorganization.
- 4125 Adjustment (+) represents staff reallocation and program reorganization.
- 4161 Adjustment (-) reflects true need.
- 4165 Adjustment (+) reflects true need based on anticipated programs.
- 4216 Adjustment (+) reflects full year of contract.
- 4405 Adjustment (+) accommodates P & R Director employment contract.
- 4410 Adjustment (-) reflects true need.
- 4425 Adjustment (-) reflects true need.
- 4580 Adjustment (-) reflects true need.
- 4630 Adjustment (+) due to increases in cost of supplies for community events.

## PARKS & RECREATION

Program: Public Transportation  
Account: 15-940-58

### STATEMENT OF PURPOSE

To coordinate public transit services including Dial-A-Ride, sale of bus passes at a reduced rate for residents, bus shelter maintenance, and recreation excursions utilizing Proposition A funds.

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2009-10	2010-11		2011-12	2012-13
Financial Services Manager	0.55	0.55			
Admin Services Director				0.06	0.06
Receptionist		0.10			
Director of Parks & Recreation	0.20	0.20		0.20	0.20
P & R Admin Coordinator	0.30	0.20		0.25	0.25
Secretary - Pub Works				0.10	0.10
Part Time Positions 1/		0.08			
<b>Total:</b>	<b>1.05</b>	<b>1.13</b>		<b>0.61</b>	<b>0.61</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Personnel Costs	66,677	66,160	65,960	74,110	75,590
Operating Expenses	667,888	721,580	658,435	599,410	611,440
<b>Total:</b>	<b>\$ 734,565</b>	<b>\$ 787,740</b>	<b>\$ 724,395</b>	<b>\$ 673,520</b>	<b>\$ 687,030</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Proposition A 2/	734,565	787,740	724,395	673,520	687,030
<b>Total:</b>	<b>\$ 734,565</b>	<b>\$ 787,740</b>	<b>\$ 724,395</b>	<b>\$ 673,520</b>	<b>\$ 687,030</b>

### KEY PROGRAM GOALS

1. Manage, supervise and promote the Dial-A-Ride program including processing of new members.
2. Working with the Metropolitan Transportation Authority, review subsidy amounts and coordinate the sale of reduced fare passes.
3. Manage private service contracts relative to Public Transportation.
4. Coordinate youth and adult excursions as part of the Recreational Transit program.
5. Transition Dial-A-Ride contract to new service provider.

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2011-12	2012-13
Dial-A-Ride applications processed.	100	100
Community inquiries resolved or referred .	25	30
Youth and adult excursions coordinated.	35	35

#### FOOTNOTES (FISCAL YEAR 2011-12):

- 1/ Includes vacation, lunch, sick coverage.
- 2/ Bus Pass Sales funds a portion (approximately \$161,000).
- 3/ Includes reports for all city bodies, i.e. Community Redevelopment Agency, Financing Authority, and Housing Authority.
- 4/ Includes Community Redevelopment Agency activities.

Program: Public Trans.  
Account: 15-940-58

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4113 Financial Services Manager 5.5%	5,719	5,710	5,720		
4113 Admin Services Director 5.5%				7,545	7,545
4116 Receptionist 10%	3,664	3,770	3,780		
4122 Director of Parks & Recreation 20%	25,353	25,210	25,220	25,720	25,720
4124 P & R Admin Coordinator 20%	11,928	11,870	11,880		
4124 P & R Admin Coordinator 25%				15,745	16,285
4130 Secretary - Public Works 10%				5,300	5,515
4161 Part-Time Positions		2,500	2,500		
4190 Allocated Benefits	20,013	17,100	16,860	19,800	20,525
<b>Total:</b>	<b>\$ 66,677</b>	<b>\$ 66,160</b>	<b>\$ 65,960</b>	<b>\$ 74,110</b>	<b>\$ 75,590</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4233 Audit Services	800	800	800	800	800
4274 Dial-A-Ride	410,990	420,000	415,000	350,000	360,000
4275 Recreation Transit	33,658	46,300	43,000	42,600	42,600
4278 Bus Passes	202,686	232,080	180,000	183,340	185,000
4425 Memberships/Subscriptions	9,434	9,500	9,460	9,500	9,500
4440 Telephone	184		200	200	200
4450 Postage	250	600		600	600
4465 Special Dept. Supplies	1,114	1,500	1,200	1,500	1,500
4540 Bus Shelter Maintenance	8,772	10,800	8,775	10,870	11,240
<b>Total:</b>	<b>\$ 667,888</b>	<b>\$ 721,580</b>	<b>\$ 658,435</b>	<b>\$ 599,410</b>	<b>\$ 611,440</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

**ACCT.**

- 4113 Adjustment (+) represents staff reallocation and program reorganization.
- 4161 Adjustment (-) represents staff reallocation and program reorganization.
- 4124 Adjustment (+) represents staff reallocation and program reorganization.
- 4130 Adjustment (+) represents staff reallocation and program reorganization.
- 4161 Adjustment (-) represents staff reallocation and program reorganization.
- 4274 Adjustment (-) represents savings with new DAR provider.
- 4440 Adjustment (+) reflects true need.

## PARKS & RECREATION

Program: Parks - Maintenance/Facilities  
 Account: 01-940-59

### STATEMENT OF PURPOSE

To provide the resources required to operate and maintain the indoor and outdoor facilities at Live Oak Park and Temple City Park.

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2009-10	2010-11		2011-12	2012-13
Director of Parks & Recreation	0.30	0.25		0.25	0.25
P & R Administrative Coordinator	0.20	0.25		0.25	0.25
Community Services Specialist	0.00	0.00		0.20	0.20
P & R Coordinator	0.60	0.60		0.50	0.50
Park Maintenance Worker	3.00	3.00		3.00	3.00
Park Maintenance Lead Worker	1.00	1.00		1.00	1.00
Part Time Positions	4.94	5.48		5.73	5.73
<b>Total:</b>	<b>10.04</b>	<b>10.58</b>		<b>10.93</b>	<b>10.93</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Personnel Costs	541,033	549,200	539,350	560,410	569,720
Operating Expenses	243,031	236,920	248,480	258,760	262,760
<b>Total:</b>	<b>\$ 784,064</b>	<b>\$ 786,120</b>	<b>\$ 787,830</b>	<b>\$ 819,170</b>	<b>\$ 832,480</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
General Fund 1/ 1992/1996 Park Bond 2/	721,339	723,420	725,130	756,470	769,780
	62,725	62,700	62,700	62,700	62,700
<b>Total:</b>	<b>\$ 784,064</b>	<b>\$ 786,120</b>	<b>\$ 787,830</b>	<b>\$ 819,170</b>	<b>\$ 832,480</b>

### KEY PROGRAM GOALS

1. Provide comprehensive, landscape, janitorial, and maintenance services for Temple City and Live Oak Park including exterior and interior facilities.
2. Coordinate public use of the community facilities including the Community Center, Annex, Picnic Shelters, Tennis Courts, Athletic Fields, and Performing Arts Pavilion.
3. Manage private service contracts relative to the park facilities.
4. Perform monthly inspections of park facilities and provide daily enforcement for code violations.

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2011-12	2012-13
Park inspections performed. 3/	750	750
Reservations processed. 4/	1,400	1,400
Special projects (CIP) managed or supported.	4	1

### FOOTNOTES (FISCAL YEAR 2011-12):

- 1/ Rental fees funds a portion (\$18,200).
- 2/ Partially funds personnel and benefit costs for Park Coordinator.
- 3/ Includes formal facility and playground inspections as well as routine park inspections.
- 4/ Includes community center and picnic shelter reservations.

**PARKS & RECREATION**

Program: Parks - Maint.  
Account: 01-940-59

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4122 Dir. Of P & R	38,030	31,520	31,740	32,150	32,150
4124 P & R Admin. Coordinator	14,908	14,840	14,920	15,745	16,280
4125 Community Srvc. Specialist	-	-	-	9,230	9,600
4127 P & R Coordinator	35,703	35,710	35,850	31,395	32,650
4136 Park Maintenance Worker	38,134	47,510	42,250	38,570	40,105
4137 Park Maintenance Worker	45,287	47,510	47,750	48,460	48,460
4138 Park Maintenance Worker	46,895	47,510	47,750	48,460	48,460
4140 Park Maintenance Lead Worker	59,296	59,160	59,580	60,345	60,345
4150 Overtime	9,234	7,000	7,000	5,500	5,500
4161 Part Time Park Maint Worker	-	-	-	3,000	3,000
4162 Part Time - Rec. Leaders	99,069	110,000	110,000	114,965	117,260
4164 Part Time - Rec. Aides	10,331	9,110	10,000	9,850	10,045
4165 Part Time - Senior Leaders	7,855	7,570	7,800	9,010	9,185
4190 Allocated Benefits	136,291	131,760	124,710	133,730	136,680
<b>Total:</b>	<b>\$ 541,033</b>	<b>\$ 549,200</b>	<b>\$ 539,350</b>	<b>\$ 560,410</b>	<b>\$ 569,720</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4252 Janitorial Services	34,385	40,200	42,960	43,000	43,000
4253 Interior Plant Maintenance	780	780	780	-	-
4259 Mechanical Maintenance	9,924	10,000	10,000	15,120	15,120
4260 General Maintenance	8,718	12,000	11,000	10,600	10,600
4415 Vehicle Operation	2,615	3,500	3,500	3,500	3,500
4420 Fares and Subsistence (Conferences)	983	-	-	-	-
4425 Memberships/Subscriptions	135	140	140	140	140
4435 Utilities	97,906	102,300	115,000	115,000	119,000
4440 Telephone	12,985	22,600	20,250	20,900	20,900
4455 Uniforms	3,941	4,000	4,000	4,000	4,000
4465 Special Dept. Supplies	17,312	18,000	17,500	18,000	18,000
4490 Training	-	500	450	800	800
4510 Maintenance & Repair	29,381	20,000	20,000	24,800	24,800
4530 Special Equipment Maintenance	23,866	1,500	1,500	1,500	1,500
4550 Small Tool Replacement	-	400	400	400	400
4580 Equipment Rental	100	1,000	1,000	1,000	1,000
<b>Total:</b>	<b>\$ 243,031</b>	<b>\$ 236,920</b>	<b>\$ 248,480</b>	<b>\$ 258,760</b>	<b>\$ 262,760</b>

**ACCOUNT MODIFICATIONS**

Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.

**ACCT.**

- 4125 Adj (+) represents staff reallocation and program reorganization.
- 4136 Adj (-) reflects true cost based on new hire at Step 1.
- 4150 Adj (-) reflects true need.
- 4161 Adj (+) represents new part-time pos, partial off-set by decrease in overtime.
- 4165 Adj (+) reflects true need based on anticipated programs.
- 4253 Adj (-) eliminates line item.
- 4259 Adj (+) includes addition of LOP Annex in service contract.

**ACCT.**

- 4260 Adj (-) reflects true need
- 4435 Adj (+) reflects true need
- 4490 Adj (+) reflects true need -2 park maint. Wkrs
- 4510 Adj (+) reflects true need

## PARKS & RECREATION

Program: Trees & Parkways  
Account: 47-970-83

### STATEMENT OF PURPOSE

To provide the resources necessary to maintain the City's urban forest consisting of approximately 6,300 trees located in the public right-of-way.

<b>STAFFING SUMMARY (FTEs)</b>	<b>ACTUAL 2009-10</b>	<b>ADOPTED 2010-11</b>		<b>ADOPTED 2011-12</b>	<b>PROPOSED 2012-13</b>
Public Services Manager	0.30				
Secretary - Pub Works	0.35				
Director of Parks & Recreation		0.10		0.10	0.10
P & R Admin Coordinator		0.10		0.10	0.10
Tree Trimmer - Leadworker	1.00	1.00		1.00	1.00
Tree Trimmer	2.00	2.00		2.00	2.00
<b>Total:</b>	<b>3.65</b>	<b>3.20</b>		<b>3.20</b>	<b>3.20</b>

<b>BUDGET SUMMARY</b>	<b>ACTUAL 2009-10</b>	<b>ADOPTED 2010-11</b>	<b>ESTIMATED 2010-11</b>	<b>ADOPTED 2011-12</b>	<b>PROPOSED 2012-13</b>
Personnel Costs	294,946	261,760	275,550	259,410	264,220
Operating Expenses	193,129	157,400	162,450	300,790	200,600
<b>Total:</b>	<b>\$ 488,075</b>	<b>\$ 419,160</b>	<b>\$ 438,000</b>	<b>\$ 560,200</b>	<b>\$ 464,820</b>

<b>FUNDING SOURCES</b>	<b>ACTUAL 2009-10</b>	<b>ADOPTED 2010-11</b>	<b>ESTIMATED 2010-11</b>	<b>ADOPTED 2011-12</b>	<b>PROPOSED 2012-13</b>
Lighting & Landscape District	487,343	301,940	320,780	444,950	347,390
State Recycling Fund	732	500	500		
Gas Tax Fund		116,720	116,720	115,250	117,430
<b>Total:</b>	<b>\$ 488,075</b>	<b>\$ 419,160</b>	<b>\$ 438,000</b>	<b>\$ 560,200</b>	<b>\$ 464,820</b>

### KEY PROGRAM GOALS

1. Provide comprehensive tree maintenance services including inspection, trimming, removal, and planting.
2. Coordinate contract landscape maintenance services for street medians.
3. Manage private service contracts relative to Trees and Parkways.
4. Evaluate and respond to citizen tree maintenance service requests.
5. Provide 24-hour emergency tree maintenance services.

<b>KEY WORKLOAD MEASURES</b>	<b>ADOPTED 2011-12</b>	<b>PROPOSED 2012-13</b>
Citizen requests received and processed.	100	120
Trees trimmed 1/.	750	1,000
Trees planted 2/.	25	25
Meetings with private contractors to insure compliance.	6	6

#### FOOTNOTES (FISCAL YEAR 2011-12):

1/ Includes trimming by City crew and contract crew.

2/ Includes plantings by City crew and contract crew.

**PARKS & RECREATION**

Program: Trees & Pkwys  
Account: 47-970-83

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4122 Director of Parks & Recreation 10%		12,610	12,610	12,860	12,860
4128 Public Svcs Manager 30%	24,843				
4130 Secretary - Pub Wrks 35%	17,584				
4124 P & R Admin Coordinator 10%		5,940	5,940	6,300	6,515
4141 Tree Trimmer	53,704	53,580	53,580	43,180	44,910
4142 Tree Trimmer	48,480	49,540	48,470	54,650	54,650
4143 Tree Trimmer Lead Worker	57,019	59,160	59,170	60,340	60,340
4150 Overtime	2,892	3,000	3,000	3,000	3,000
4190 Allocated Benefits	90,424	77,930	92,780	79,080	81,945
<b>Total:</b>	<b>\$ 294,946</b>	<b>\$ 261,760</b>	<b>\$ 275,550</b>	<b>\$ 259,410</b>	<b>\$ 264,220</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4254 Tree Trimming	53,614	40,000	40,000	120,000	80,000
4260 General Maintenance	353	800	400	800	800
4261 Tree Removal	37,286	20,000	24,500	20,000	20,000
4264 Median Maintenance	28,123	30,000	30,500	32,000	32,000
4415 Vehicle Operation	13,131	13,000	13,000	13,000	13,000
4425 Memberships/Subscriptions	542	600	275	300	300
4435 Utilities	35,828	33,000	35,050	35,000	35,000
4440 Telephone	1,686	1,700	1,425	1,700	1,700
4455 Uniforms	1,307	1,200	1,200	1,200	1,200
4465 Special Dept. Supplies	1,707	2,500	2,500	2,500	2,500
4490 Training	534	1,000	600	1,000	1,000
4510 Maintenance & Repair	13	2,500	2,500	2,500	2,500
4530 Special Equipment Maint.	2,333	1,500	1,200	1,500	1,500
4550 Small Tool Replacement	53	200	200	200	200
4580 Equipment Rental		400	400	400	400
4640 Special Events	732	500	200	60,190	
4660 Tree Planting	10,236	3,000	3,000	3,000	3,000
4960 Administrative Charges	5,651	5,500	5,500	5,500	5,500
<b>Total:</b>	<b>\$ 193,129</b>	<b>\$ 157,400</b>	<b>\$ 162,450</b>	<b>\$ 300,790</b>	<b>\$ 200,600</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

**ACCT.**

- 4141 Adjustment (-) represents actual cost for new employee at 1st step.
- 4254 Adjustment (+) supports Council work program, i.e. establish routine trim cycle.
- 4425 Adjustment (-) reflects true need.
- 4640 Adjustment (+) supports Council work program, i.e. awareness of City's urban forestry program.

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# PUBLIC SAFETY

**Program 61: Law Enforcement**  
General law and traffic enforcement.

**Program 62: Traffic Engineering**  
Vehicular traffic impact analysis & related svcs.

**Program 63: Animal Control**  
Animal regulation, licensing, and enforcement.

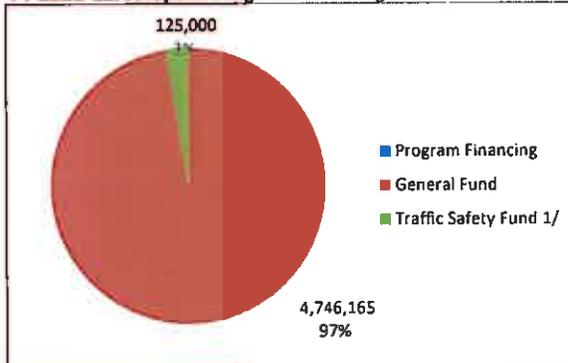
**Program 64: Emergency Services**  
Emergency response planning and facilities.

**Program 65: Community Preservation**  
Code enforcement and compliance services.

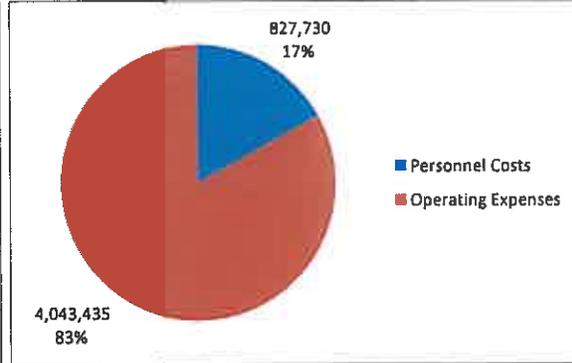
**Program 67: Parking Administration**  
Parking permits and enforcement.

## DEPARTMENT SUMMARY

FY 2011-12: Adopted Program Financing



FY 2011-12: Adopted Resources Allocated



	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<b>RESOURCES ALLOCATED</b>					
Personnel Costs	525,944	603,390	563,345	827,730	932,145
Operating Expenses	3,725,663	3,927,050	4,005,220	4,043,435	4,148,025
<b>Total:</b>	<b>\$ 4,251,607</b>	<b>\$ 4,530,440</b>	<b>\$ 4,568,565</b>	<b>\$ 4,871,165</b>	<b>\$ 5,080,170</b>
<b>PROGRAM FINANCING</b>					
General Fund	3,976,170	4,305,440	4,368,565	4,746,165	4,955,170
Traffic Safety Fund 1/	130,116	125,000	100,000	125,000	125,000
State COPS Grant Fund 2/	100,000	100,000	100,000	-	-
State OTS Grant Fund 3/	12,293	-	-	-	-
JAG Formula Fund	33,028	-	-	-	-
<b>Total:</b>	<b>\$ 4,251,607</b>	<b>\$ 4,530,440</b>	<b>\$ 4,568,565</b>	<b>\$ 4,871,165</b>	<b>\$ 5,080,170</b>
<b>PERSONNEL (FTE)</b>					
	6.73	8.18		10.72	11.47
<b>Total:</b>	<b>6.73</b>	<b>8.18</b>		<b>10.72</b>	<b>11.47</b>

## COMMUNITY DEVELOPMENT

Program: Law Enforcement  
Account: 01-950-61

### STATEMENT OF PURPOSE

To provide comprehensive general law and traffic enforcement services through a contract with the Los Angeles County Sheriff's Department

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2009-10	2010-11		2011-12	2012-13
Community Development Director		0.10		0.10	0.10
Public Services Manager	0.05				
Secretary - Public Safety	0.15				
Secretary - Public Works		0.10		0.10	0.10
Public Safety Officer	0.20	0.20		0.20	0.20
Part-Time Positions	0.02				
<b>Total:</b>	<b>0.42</b>	<b>0.40</b>		<b>0.40</b>	<b>0.40</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Personnel Costs	40,181	41,840	37,690	48,470	49,895
Operating Expenses	3,481,737	3,576,550	3,576,525	3,489,840	3,601,790
<b>Total:</b>	<b>\$ 3,521,918</b>	<b>\$ 3,618,390</b>	<b>\$ 3,614,215</b>	<b>\$ 3,538,310</b>	<b>\$ 3,651,685</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
General Fund	3,246,481	3,393,390	3,414,215	3,413,310	3,526,685
Traffic Safety Fund 1/	130,116	125,000	100,000	125,000	125,000
State COPS Grant Fund 2/	100,000	100,000	100,000	-	-
State OTS Grant Fund 3/	12,293	-	-	-	-
JAG Formula Fund	33,028	-	-	-	-
<b>Total:</b>	<b>\$ 3,521,918</b>	<b>\$ 3,618,390</b>	<b>\$ 3,614,215</b>	<b>\$ 3,538,310</b>	<b>\$ 3,651,685</b>

### KEY PROGRAM GOALS

1. Provide 24-hour general law enforcement services commensurate with community public safety requirements.
2. Develop and implement community crime prevention programs.
3. Develop a 1-year and 5-year Public Safety Strategic Plan to improve overall service and crime reduction and response times.

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2011-12	2012-13
Number of neighborhood watch meetings hosted	24	30
Number of business watch meetings hosted	12	18
Number of special enforcement operations	36	40
Number of Law Enforcement Summary Meetings	12	12
Crime reduction and response times 4/	TBD	TBD

### FOOTNOTES (FISCAL YEAR 2011-12):

- 1/ Funds School Crossing Guard Program and a portion of the Motorcycle Deputy.
- 2/ Citizen's Option for Public Safety (COPS) grant funds are not available for FY 11-12.
- 3/ Office of Traffic Safety (OTS) funds for the Every 15 Minutes program are available every 2 years.
- 4/ Statistics will be provided upon completion of the Public Safety Strategic Plan

**COMMUNITY DEVELOPMENT**

Program: Law Enforcement  
Account: 01-950-61

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4117 Community Development Director	-	9,500	6,320	12,860	12,860
4128 Public Services Manager	4,141	-	-	-	-
4129 Secretary-Public Safety	8,086	-	-	-	-
4130 Secretary-Public Works	-	5,050	5,100	5,300	5,515
4132 Public Safety Officer	15,320	15,290	15,430	16,210	16,855
4161 Part Time	1,333	-	-	-	-
4190 Allocated Benefits	11,301	12,000	10,840	14,100	14,665
<b>Total:</b>	<b>\$ 40,181</b>	<b>\$ 41,840</b>	<b>\$ 37,690</b>	<b>\$ 48,470</b>	<b>\$ 49,895</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4231 Prv/Spc Contract Services	75,161	75,000	75,000	75,000	75,000
4249 OTS Grant Expense	12,293	2,320	2,320	-	10,000
4410 Meeting Expense	6,965	3,500	3,500	3,600	3,600
4440 Telephone	1,296	1,560	1,560	1,740	1,740
4465 Special Dept. Supplies	952	1,000	1,000	500	500
4490 Training	-	-	-	700	700
4530 Special Equipment Maintenance	2,756	3,000	3,000	700	700
4640 Special Events	1,251	2,000	2,000	1,000	1,000
4710 General Law Enforcement	1,980,326	2,034,070	2,034,055	2,095,100	2,157,965
4730 Law Enf. - Special Services	27,328	35,000	35,000	25,000	25,655
4740 Prisoner Care	-	500	500	500	500
4750 Traffic Law Enforcement	988,024	1,014,840	1,014,830	1,045,285	1,076,655
4760 Community Services Officer	-	-	-	-	-
4770 Motorcycle Deputies	376,995	387,680	387,680	235,315	242,375
4780 CJPIA Oversight Committee	-	400	400	400	400
4790 Business License Enforcement	7,392	10,680	10,680	2,000	2,000
4795 Misc. Law Enforcement Activities	998	5,000	5,000	3,000	3,000
<b>Total:</b>	<b>\$ 3,481,737</b>	<b>\$ 3,576,550</b>	<b>\$ 3,576,525</b>	<b>\$ 3,489,840</b>	<b>\$ 3,601,790</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

**ACCT.**

- 4117 Adjustment (+) represents staff allocation and program reorganization.
- 4249 Adjustment (-) represents State OTS grant funding availability for the Every 15 Minutes Program (every 2 years).
- 4440 Adjustment (+) reflects true need.
- 4465 Adjustment (-) reflects true need.
- 4490 Adjustment (+) represents training opportunities for Sheriff's personnel.
- 4530 Adjustment (-) represents the elimination of a CAD system in the Civic Center.
- 4640 Adjustment (-) eliminates Red Ribbon Week giveaways.
- 4730 Adjustment (-) represents a reduction in overtime.
- 4770 Adjustment (-) represents the elimination of 1 Motorcycle Deputy position.
- 4790 Adjustment (-) represents handling business license enforcement with City staff.

**COMMUNITY DEVELOPMENT**

Program: Traffic Engineering  
 Account: 01-950-62

**STATEMENT OF PURPOSE**

Program provides the technical resources necessary to perform special vehicular traffic impact analysis studies for community development projects, and ensures compliance with State mandated Congestion Management Plan (CMP) requirements.

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2009-10	2010-11		2011-12	2012-13
<b>Total:</b>	0.00	0.00		0.00	0.00

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Personnel Costs 1/ Operating Expenses	-	-	-	-	-
<b>Total:</b>	\$ 24,230	\$ 13,280	\$ 13,280	\$ 25,480	\$ 19,480

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
General Fund	24,230	13,280	13,280	25,480	19,480
<b>Total:</b>	\$ 24,230	\$ 13,280	\$ 13,280	\$ 25,480	\$ 19,480

**KEY PROGRAM GOALS**

1. Perform vehicular and pedestrian hazard assessment analysis and develop appropriate mitigation plans.
2. Ensure the City's compliance with the Los Angeles County Congestion Management Plan per State mandated requirements.
3. Provide the technical resources necessary to maintain an effective vehicular traffic and pedestrian safety response capability.
4. Perform special vehicular traffic impact analysis studies in support of community development projects.
5. Provide traffic engineering support services for the City's Capital Improvement Program.

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2011-12	2012-13
Number of projects reviewed	6	6
Attend Public Safety Commission Meetings	4	4
Attend Planning Commission Meetings	3	3
Attend Rosemead Boulevard Project Meetings	15	10

**FOOTNOTES (FISCAL YEAR 2011-12):**

1/ Traffic Engineering Services Is currently provided through a contract agreement with Crown City Engineers (i.e., Patrick Lang)

**COMMUNITY DEVELOPMENT**

Program: Traffic Engineering  
Account: 01-950-62

**EXPENDITURE DETAIL**

<b>PERSONNEL</b>	<b>ACTUAL 2009-10</b>	<b>ADOPTED 2010-11</b>	<b>ESTIMATED 2010-11</b>	<b>ADOPTED 2011-12</b>	<b>PROPOSED 2012-13</b>
<b>ACCT.</b>					
<b>Total:</b>	\$ -	\$ -	\$ -	\$ -	\$ -

<b>OPERATING EXPENSES</b>	<b>ACTUAL 2009-10</b>	<b>ADOPTED 2010-11</b>	<b>ESTIMATED 2010-11</b>	<b>ADOPTED 2011-12</b>	<b>PROPOSED 2012-13</b>
<b>ACCT.</b>					
4236 Traffic Engineering	8,880	9,680	9,680	21,680	15,680
4237 Traffic Surveys	15,350	2,500	2,500	2,500	2,500
4410 Meeting Expense	-	-	-	-	-
4465 Special Dept Supplies	-	100	100	100	100
4530 Special Equipment Maintenance	-	1,000	1,000	1,200	1,200
<b>Total:</b>	<b>\$ 24,230</b>	<b>\$ 13,280</b>	<b>\$ 13,280</b>	<b>\$ 25,480</b>	<b>\$ 19,480</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

**ACCT.**

- 4236 Adjustment (+) represents an increase due to the Traffic Engineer's increased attendance at Public Safety and Planning Commission meetin
- 4530 Adjustment (+) represents an increase due to an increase in cost for traffic engineering software.
- 4530 Adjustment (+) represents an increase due to an increase for the Traffic Engineer's participation on the Rosemead Boulevard Projec

**COMMUNITY DEVELOPMENT**

Program: Animal Control  
 Account: 01-950-63

**STATEMENT OF PURPOSE**

To provide the resources necessary to ensure community public health and safety through education and pro-active enforcement of State, County, and City animal regulations.

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2009-10	2010-11		2011-12	2012-13
Public Services Manager	0.05				
Secretary - Public Works	0.35	0.35		0.35	0.35
Public Safety Officer	0.10	0.10		0.10	0.10
Animal Control Officer	1.00	1.00		1.00	1.00
Part-Time Positions	0.25	0.08		0.23	0.23
<b>Total:</b>	<b>1.75</b>	<b>1.53</b>		<b>1.68</b>	<b>1.68</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Personnel Costs	138,558	125,160	125,860	136,910	138,880
Operating Expenses	109,176	113,770	117,340	133,760	131,375
<b>Total:</b>	<b>\$ 247,734</b>	<b>\$ 238,930</b>	<b>\$ 243,200</b>	<b>\$ 270,670</b>	<b>\$ 270,255</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
General Fund	247,734	238,930	243,200	270,670	270,255
<b>Total:</b>	<b>\$ 247,734</b>	<b>\$ 238,930</b>	<b>\$ 243,200</b>	<b>\$ 270,670</b>	<b>\$ 270,255</b>

**KEY PROGRAM GOALS**

1. Adopt Title 10 (Animals) of the Los Angeles County Code (LACC) by reference.
2. Develop a plan to proactively locate dogs within the City that do not have a current license.
3. Create partnerships with public, private, and non-profit organizations for resource sharing.
4. Review contract opportunities with other animal control agencies for sheltering and after hours calls for service.
5. Change the licensing period to operate on a one-year basis based on the application date.

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2011-12	2012-13
Number of dog licenses issued	2,900	2,900
Number of live animals impounded	300	325
Number of deceased animals removed	200	225

FOOTNOTES (FISCAL YEAR 2011-12):

**COMMUNITY DEVELOPMENT**

Program: Animal Control  
Account: 01-950-63

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<b>ACCT.</b>					
4128 Public Services Manager	4,141	-	-	-	-
4130 Secretary-Public Works	17,584	17,690	17,790	18,555	19,300
4132 Public Safety Officer	7,660	7,650	7,700	8,105	8,430
4134 Animal Control Officer	59,433	59,160	59,460	60,345	60,345
4150 Overtime	715	1,000	1,000	1,000	1,000
4161 Part Time	9,757	3,000	3,000	9,000	9,000
4190 Allocated Benefits	39,268	36,660	36,910	39,905	40,805
<b>Total:</b>	<b>\$ 138,558</b>	<b>\$ 125,160</b>	<b>\$ 125,860</b>	<b>\$ 136,910</b>	<b>\$ 138,880</b>

OPERATING EXPENSES	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<b>ACCT.</b>					
4214 Animal Control - JPA	100,413	106,390	110,000	120,380	123,995
4244 Legal Services	-	-	-	6,000	-
4405 Mileage Reimbursement	-	100	100	100	100
4415 Vehicle Operation	3,064	1,700	1,700	1,700	1,700
4425 Memberships/Subscriptions	205	210	210	210	210
4440 Telephone	367	420	420	420	420
4450 Postage	2,000	2,040	2,000	2,040	2,040
4455 Uniforms	-	420	420	420	420
4465 Special Dept. Supplies	617	1,800	1,800	1,800	1,800
4490 Training	8	540	540	540	540
4530 Speical Equipment Maintenance	2,502	-	-	-	-
4640 Special Events	-	150	150	150	150
<b>Total:</b>	<b>\$ 109,176</b>	<b>\$ 113,770</b>	<b>\$ 117,340</b>	<b>\$ 133,760</b>	<b>\$ 131,375</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

**ACCT.**

- 4161 Adjustment (+) represents a new part-time position, i.e., Customer Service Representative
- 4214 Adjustment (+) represents a contractual increase in the JPA/Humane Society contract.

**COMMUNITY DEVELOPMENT**

Program: Emergency Services  
 Account: 01-950-64

**STATEMENT OF PURPOSE**

To provide the resources necessary to establish an effective emergency response plan designed to save lives, protect property and maintain the continuity of local government.

<b>STAFFING SUMMARY (FTEs)</b>	<b>ACTUAL 2009-10</b>	<b>ADOPTED 2010-11</b>		<b>ADOPTED 2011-12</b>	<b>PROPOSED 2012-13</b>
Secretary - Public Safety	0.05				
Public Safety Officer	0.20	0.20		0.20	0.20
Part-Time Positions	0.01	0.01		0.01	0.01
<b>Total:</b>	<b>0.26</b>	<b>0.21</b>		<b>0.21</b>	<b>0.21</b>

<b>BUDGET SUMMARY</b>	<b>ACTUAL 2009-10</b>	<b>ADOPTED 2010-11</b>	<b>ESTIMATED 2010-11</b>	<b>ADOPTED 2011-12</b>	<b>PROPOSED 2012-13</b>
Personnel Costs	35,849	22,090	22,270	24,115	25,050
Operating Expenses	12,884	39,070	38,350	77,650	77,650
<b>Total:</b>	<b>\$ 48,733</b>	<b>\$ 61,160</b>	<b>\$ 60,620</b>	<b>\$ 101,765</b>	<b>\$ 102,700</b>

<b>FUNDING SOURCES</b>	<b>ACTUAL 2009-10</b>	<b>ADOPTED 2010-11</b>	<b>ESTIMATED 2010-11</b>	<b>ADOPTED 2011-12</b>	<b>PROPOSED 2012-13</b>
General Fund	48,733	61,160	60,620	101,765	102,700
<b>Total:</b>	<b>\$ 48,733</b>	<b>\$ 61,160</b>	<b>\$ 60,620</b>	<b>\$ 101,765</b>	<b>\$ 102,700</b>

**KEY PROGRAM GOALS**

1. To adopt the City's updated Emergency Operations Plan (EOP).
2. To train and exercise City staff in emergency preparedness and planning.
3. To establish a training program for faith-based organizations.
4. To develop a Community Emergency Response Team (CERT) program.
5. To plan and begin construction of a dedicated Emergency Operations Center (EOC).

<b>KEY WORKLOAD MEASURES</b>	<b>ADOPTED 2011-12</b>	<b>PROPOSED 2012-13</b>
Disaster preparedness exercises conducted	4	5
CERT Training classes offered	1	1
Established CERT Team Members	20	30

FOOTNOTES (FISCAL YEAR 2011-12):

**COMMUNITY DEVELOPMENT**

Program: Emergency Services  
Account: 01-950-64

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4129 Secretary-Public Safety	2,696	-	-	-	-
4132 Public Safety Officer	15,320	15,290	15,420	16,210	16,860
4151 Special Program Wages	9,820	-	-	-	-
4161 Part Time	301	500	500	600	600
4190 Allocated Benefits	7,712	6,300	6,350	7,305	7,590
<b>Total:</b>	<b>\$ 35,849</b>	<b>\$ 22,090</b>	<b>\$ 22,270</b>	<b>\$ 24,115</b>	<b>\$ 25,050</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4231 Prv/Spc Contract Services	-	25,000	25,000	50,000	50,000
4405 Mileage Reimbursement	-	150	150	150	150
4410 Meeting Expense	237	1,020	1,020	600	600
4415 Vehicle Operation	844	1,300	1,300	1,300	1,300
4420 Fares & Subsistence	1,467	1,500	500	1,500	1,500
4425 Memberships/Subscriptions	1,813	2,000	2,000	2,000	2,000
4440 Telephone	684	720	1,000	720	720
4455 Uniforms	847	540	540	540	540
4465 Special Dept. Supplies	2,110	2,040	2,040	2,040	2,040
4490 Training	-	1,000	1,000	15,000	15,000
4530 Speical Equipment Maintenance	3,687	3,800	3,800	3,800	3,800
4580 Equipment Rental	1,195	-	-	-	-
<b>Total:</b>	<b>\$ 12,884</b>	<b>\$ 38,070</b>	<b>\$ 38,350</b>	<b>\$ 77,650</b>	<b>\$ 77,650</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

**ACCT.**

- 4161 Adjustment (+) reflects actual need.
- 4231 Adjustment (+) supports Council work program, i.e., Emergency Preparedness.
- 4410 Adjustment (-) represents a reduction in emergency services volunteer meetings.
- 4490 Adjustment (+) represents training for City Council, City Commissions and City Staff.

## COMMUNITY DEVELOPMENT

Program: Community Preservation

Account: 01-950-65

### STATEMENT OF PURPOSE

Community Preservation investigates complaints about Municipal Code violations relating to health, safety, business license, nuisances, housing, and zoning.

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2009-10	2010-11		2011-12	2012-13
Receptionist 3/				1.00	1.00
Community Development Director 2/		0.10		0.10	0.10
Secretary - Community Development 2/				0.40	0.40
Public Services Manager	0.05				
Secretary - Public Safety	0.15				
Secretary - Public Works		0.15			
Public Safety Officer	0.20				
Community Preservation Officer	2.00	2.00		2.00	2.00
Senior Community Preservation Officer					1.00
Community Preservation Supervisor		1.00		1.00	1.00
Part-Time Positions 1/	0.10	0.05		0.75	0.50
<b>Total:</b>	<b>2.50</b>	<b>3.30</b>		<b>5.25</b>	<b>6.00</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Personnel Costs	214,882	282,450	249,895	460,550	550,290
Operating Expenses	19,750	52,595	58,320	69,075	74,550
<b>Total:</b>	<b>\$ 234,632</b>	<b>\$ 335,045</b>	<b>\$ 308,215</b>	<b>\$ 529,625</b>	<b>\$ 624,840</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
General Fund	234,632	335,045	308,215	529,625	624,840
<b>Total:</b>	<b>\$ 234,632</b>	<b>\$ 335,045</b>	<b>\$ 308,215</b>	<b>\$ 529,625</b>	<b>\$ 624,840</b>

### KEY PROGRAM GOALS

1. Expand the use of administrative citations for the enforcement of various ordinances set forth in the Municipal Code.
2. Work with the Building Division staff to bring illegally constructed projects into compliance with Building Codes.
3. Use targeted enforcement to pro-actively address code compliance problems within specific neighborhoods.
4. Investigate complaints about Municipal Code violations relating to health, safety, nuisances, housing, and zoning.
5. Work with the business license division to enforce commercial business occupancy (CBO) requirements.

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2011-12	2012-13
1. Implement Edgesoft's <i>Enterprise Land Management System</i> (eLMS).	100%	
2. Property maintenance code amendments.	50%	50%
3. Administrative penalty & municipal bail schedule amendments.	50%	50%
4. Increase CPO performance/productivity (field inspections*).	2500*	2500*
5. Business license enforcement revisions, commercial business occupancy (CBO) requirements.	25%	75%
6. Increase compliance through outreach and resident education (handouts, articles*)	4*	4*
7. Develop and implement inspection upon resale and residential rental ordinance.	50%	50%
8. Develop and implement geographic information system (GIS) system.	25%	75%

### FOOTNOTES (FISCAL YEAR 2011-12):

1/ Part-time Community Preservation Officer (1820 hrs.).

2/ Partially funds personnel and benefit costs for Community Development Director (10%) and Community Development Secretary (40%).

3/ Cust Svc Rep position is existing receptionist pos that was re-allocated from Mgt Svcs, includes bus. Lic, and permit activities.

**COMMUNITY DEVELOPMENT**

Program: Comm. Pres.  
Account: 01-950-65

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4116 Receptionist	-	-	-	38,755	40,305
4117 Community Development Director	-	9,500	6,305	12,860	12,860
4119 Secretary - Community Development	-	-	-	22,675	23,200
4128 Public Services Manager	4,141	-	-	-	-
4129 Secretary - Public Safety	8,086	-	-	-	-
4130 Secretary - Public Works	-	7,580	7,620	-	-
4132 Public Safety Officer	15,320	-	-	-	-
4133 Community Preservation Officer (1)	64,478	65,320	65,320	66,105	66,620
4135 Community Preservation Supervisor	-	61,820	41,210	87,655	89,450
4145 Community Preservation Officer (2)	55,800	55,840	55,840	58,755	61,110
XXXX Senior Community Preservation Officer	-	-	-	-	69,290
4150 Overtime	5,030	1,000	1,000	5,000	2,000
4161 Part Time	1,016	600	600	45,170	29,200
4190 Allocated Benefits	61,011	80,790	72,000	123,575	156,255
<b>Total:</b>	<b>\$ 214,882</b>	<b>\$ 282,450</b>	<b>\$ 249,895</b>	<b>\$ 460,550</b>	<b>\$ 550,290</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4238 Code Enforcement	8,486	40,200	40,200	35,000	25,000
4405 Mileage Reimbursement	-	200	200	500	500
4415 Vehicle Operation	3,797	6,300	6,300	7,000	7,700
4420 Fares & Subsistence	-	-	-	1,700	2,300
4425 Memberships/Subscriptions	219	225	300	375	300
4440 Telephone	786	840	1,440	3,540	3,540
4445 Printing	-	-	50	2,500	5,000
4450 Postage	-	-	2,600	8,000	16,960
4455 Uniforms	26	1,080	1,080	1,710	1,500
4465 Special Dept Supplies	3,638	2,000	2,000	7,000	10,000
4490 Training	135	1,500	1,500	1,500	1,500
4530 Special Equipment Maintenance	2,663	250	2,650	250	250
<b>Total:</b>	<b>\$ 19,750</b>	<b>\$ 52,595</b>	<b>\$ 58,320</b>	<b>\$ 69,075</b>	<b>\$ 74,550</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

ACCT.	ACCT.
4116 Adj (+) staff reallocation and program reorganization.	4440 Adj (+) staff communications (will be offset at mid year 2011-2012 when radios ar introduced)
4117 Adj (+) represents complete FY worked.	4445 Adj (+) comm outreach to updated codes standards.
4119 Adj (+) other assigned duties i.e. bus llc, bldg & safety.	4450 Adj (+) comm outreach to updated codes standards.
4130 Adj (-) elimlnats use of pos for Comm Preservation Support.	4465 Adj (+) comm outreach to updated codes standards.
4135 Adj (+) represents complete FY worked.	4530 Adj (-) reducing/streamlining the types/methods of equipment used for enforcement
4150 Adj (+) sp. event, and other directed enforcement CPO coverage.	
4161 Adj (+) new part-time position, i.e. Comm Preservation Officer.	
4238 Adj (-) elimination of duplcity among other accounts.	
4405 Adj (+) addition of CPO staff wlthout increase in vehicle fleet.	
4420 Adj (+) comm outreach for updated codes and comm standards.	

## COMMUNITY DEVELOPMENT

Program: Parking Administration  
Account: 01-950-67

### STATEMENT OF PURPOSE

To provide the necessary resources to manage vehicle parking enforcement operations, including parking permit processing data processing, penalty assessment collection, and citation administrative review and hearings.

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2009-10	2010-11		2011-12	2012-13
Community Development Director		0.10		0.10	0.10
Secretary - Public Safety	0.45				
Secretary - Public Works		0.10		0.20	0.20
Public Safety Officer	0.10	0.20		0.20	0.20
Part-Time Positions	1.25	2.34		2.68	2.68
<b>Total:</b>	<b>1.80</b>	<b>2.74</b>		<b>3.18</b>	<b>3.18</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Personnel Costs	96,474	131,850	127,630	157,685	168,030
Operating Expenses	77,886	131,785	201,405	247,630	243,180
<b>Total:</b>	<b>\$ 174,360</b>	<b>\$ 263,635</b>	<b>\$ 329,035</b>	<b>\$ 405,315</b>	<b>\$ 411,210</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
General Fund	174,360	263,635	329,035	405,315	411,210
<b>Total:</b>	<b>\$ 174,360</b>	<b>\$ 263,635</b>	<b>\$ 329,035</b>	<b>\$ 405,315</b>	<b>\$ 411,210</b>

### KEY PROGRAM GOALS

1. To outsource parking citation processing to increase revenues collected on paid citations.
2. To enhance customer service and reallocate staff time to assist with other projects.
3. Payment for parking citations by phone or the internet.

### KEY WORKLOAD MEASURES

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2011-12	2012-13
Number of annual overnight parking permits issued	900	950
Number of parking citation hearings reviewed by Public Safety Commission	120	150
Number of parking citations paid by phone or internet	600	800

FOOTNOTES (FISCAL YEAR 2011-12):

**COMMUNITY DEVELOPMENT**

Program: Parking Admin.  
Account: 01-950-67

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4117 Community Development Director	-	9,500	6,320	12,860	12,860
4129 Secretary-Public Safety	24,256	-	-	-	-
4130 Secretary-Public Works	-	5,060	5,080	10,605	11,030
4132 Public Safety Officer	7,660	15,290	15,400	16,210	16,855
4150 Overtime	-	1,200	1,200	1,200	1,200
4161 Part Time	48,256	83,100	83,100	93,495	101,090
4190 Allocated Benefits	16,302	17,700	16,530	23,315	24,995
<b>Total:</b>	<b>\$ 96,474</b>	<b>\$ 131,850</b>	<b>\$ 127,630</b>	<b>\$ 157,685</b>	<b>\$ 168,030</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4212 Parking Administration	59,465	110,400	180,000	203,440	203,440
4415 Vehicle Operation	3,451	3,000	3,000	3,000	3,000
4420 Fares & Subsistence	-	-	-	4,500	3,000
4425 Membership & Subscriptions	150	275	275	275	275
4440 Telephone	-	840	840	840	840
4450 Postage	3,006	3,480	3,500	3,480	3,480
4455 Uniforms	1,162	780	780	1,200	1,200
4465 Special Dept. Supplies	3,933	5,500	5,500	7,085	7,085
4490 Training	296	1,000	1,000	1,000	1,000
4530 Special Equipment Maintenance	6,423	6,510	6,510	22,810	19,860
<b>Total:</b>	<b>\$ 77,886</b>	<b>\$ 131,785</b>	<b>\$ 201,405</b>	<b>\$ 247,630</b>	<b>\$ 243,180</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

- 4130 Adjustment (+) represents staff reallocation and program reorganization
- 4161 Adjustment (+) represents new part-time positions, i.e., Customer Service Representative & an additional Parking Control Officer.
- 4212 Adjustment (+) represents an increase in parking citation issuance and outsourcing for parking citation processing.
- 4455 Adjustment (+) represents uniforms for additional officers.
- 4465 Adjustment (+) represents supplies needed for electronic ticket writers.
- 4530 Adjustment (+) represents lease and license agreements for electronic ticket writers.

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# PUBLIC WORKS

**Program 71: Administration and Engineering**  
Maintain City infrastructure.

**Program 72: Street Cleaning**  
Street sweeping and cleaning services.

**Program 73: Traffic Signal Maintenance**  
Maintain and operate traffic signals.

**Program 74: Traffic Signs and Striping Maint.**  
Maintain and replace signs and street marking.

**Program 75: Street Maintenance.**  
Repair and resurface public streets/alleys.

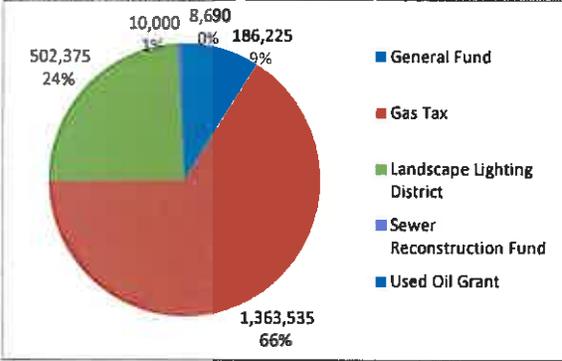
**Program 76: Sidewalk Maintenance**  
Maintain/repair public sidewalks.

**Program 77: Solid Waste Management**  
Trash and recycling pick-up and programs.

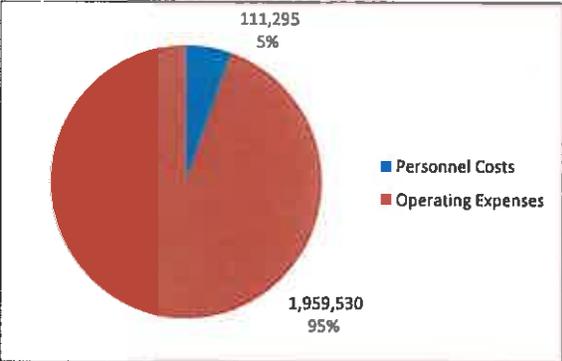
**Program 78: Street Lighting**  
Maint. and utility provision for street lights.

## DEPARTMENT SUMMARY

**FY 2011-12: Adopted Program Financing**



**FY 2011-12: Adopted Resources Allocated**



	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<b>RESOURCES ALLOCATED</b>					
Personnel Costs	82,704	81,410	65,710	111,295	116,275
Operating Expenses	863,928	1,498,510	1,506,225	1,959,530	2,077,190
<b>Total:</b>	<b>\$ 946,632</b>	<b>\$ 1,579,920</b>	<b>\$ 1,571,935</b>	<b>\$ 2,070,825</b>	<b>\$ 2,193,465</b>
<b>PROGRAM FINANCING</b>					
General Fund	103,642	121,640	112,948	186,225	179,390
Gas Tax	365,662	982,080	976,142	1,363,535	1,492,390
Landscape & Lighting District	451,045	460,010	466,655	502,375	502,995
Traffic Congestion Relief Fund	12,150	-	-	-	-
Sewer Reconstruction Fund	-	10,000	10,000	10,000	10,000
SB821	7,895	-	-	-	-
Used Oil Grant	6,238	6,190	6,190	8,690	8,690
<b>Total:</b>	<b>\$ 946,632</b>	<b>\$ 1,579,920</b>	<b>\$ 1,571,935</b>	<b>\$ 2,070,825</b>	<b>\$ 2,193,465</b>
<b>PERSONNEL (FTE)</b>	1.10	0.95		1.10	1.10
<b>Total:</b>	<b>1.10</b>	<b>0.95</b>		<b>1.10</b>	<b>1.10</b>

## COMMUNITY DEVELOPMENT

Program: Administration & Engineering  
 Account: 21-960-71

### STATEMENT OF PURPOSE

The Administration & Engineering program provides the personnel and technical resources to maintain and improve the City's physical infrastructure.

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2009-10	2010-11		2011-12	2012-13
Community Dev Director 1/		0.20		0.15	0.15
Community Dev Manager 1/				0.10	0.10
Public Services Manager 2/	0.20				
Public Safety Officer 1/				0.10	0.10
Secretary - Pub Safety 2/	0.10				
Secretary - Pub Works	0.20	0.20		0.20	0.20
Part Time 3/	0.20	0.10		0.10	0.10
<b>Total:</b>	<b>0.70</b>	<b>0.50</b>		<b>0.65</b>	<b>0.65</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Personnel Costs	47,659	41,720	35,100	69,500	73,615
Operating Expenses	60,660	83,420	80,910	142,700	132,700
<b>Total:</b>	<b>\$ 108,319</b>	<b>\$ 125,140</b>	<b>\$ 116,010</b>	<b>\$ 212,200</b>	<b>\$ 206,315</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Gas Tax 2107.5	5,415	6,000	5,562	25,975	26,925
General Fund	102,904	119,140	110,448	186,225	179,390
<b>Total:</b>	<b>\$ 108,319</b>	<b>\$ 125,140</b>	<b>\$ 116,010</b>	<b>\$ 212,200</b>	<b>\$ 206,315</b>

### KEY PROGRAM GOALS

1. Administer all infrastructure engineering and maintenance services including the Capital Improvement Program.
2. Continue to administer and implement NPDES (National Pollutant Discharge Elimination System) program.
3. Continue to monitor and reduce TMDLs (Total Maximum Daily Loads) of storm drain pollutants.
4. Develop Downtown Parking Master Plan and Citywide Traffic Calming Master Plan.

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2011-12	2012-13
Staff attendance at the San Gabriel Valley Council of Governments Public Works Technical Advisory Committee	12	12
Staff attendance at NPDES training (10-15 staff members each time)	1	1
Administer NPDES consultant contract	1	1
Develop Five Year Capital Improvement Program		1
Adopt Downtown Parking and Citywide Traffic Calming Plans	2	

#### FOOTNOTES (FISCAL YEAR 2011-12):

- 1/ Reorganization and additional staff/duties allocation .
- 2/ Elimination of position.
- 3/ Secretary vacation coverage.

## COMMUNITY DEVELOPMENT

Program: Administration & Engineering  
Account: 21-960-71

### EXPENDITURE DETAIL

PERSONNEL	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<b>ACCT.</b>					
4117 Community Dev Director	-	19,000	12,610	19,290	19,290
4118 Community Dev Manager	-	-	-	11,030	11,470
4128 Public Services Manager	16,563	-	-	-	-
4132 Public Safety Officer	-	-	-	8,105	8,430
4129 Secretary - Pub Safety	5,388	-	-	-	-
4130 Secretary - Pub Works	10,047	10,110	10,110	10,605	11,030
4161 Part Time	2,768	1,230	1,000	1,230	1,230
4190 Allocated Benefits	12,893	11,380	11,380	19,240	22,165
<b>Total:</b>	<b>\$ 47,659</b>	<b>\$ 41,720</b>	<b>\$ 35,100</b>	<b>\$ 69,500</b>	<b>\$ 73,615</b>

OPERATING EXPENSES	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<b>ACCT.</b>					
4215 LA CO - General Services	319	500	400	500	500
4239 Engineering Services	2,010	4,020	3,800	50,000	50,000
4277 NPDES	56,997	77,000	75,000	77,000	77,000
4410 Meeting Expense	25	50	50	50	50
4420 Fares & Subsistence	-	-	-	3,000	3,000
4425 Memberships/Subscriptions	-	230	230	230	230
4440 Telephone	713	-	720	720	720
4455 Uniforms/Jackets	486	700	490	-	-
4465 Special Dept Supplies	-	700	-	10,700	700
4490 Training	110	220	220	500	500
<b>Total:</b>	<b>\$ 60,660</b>	<b>\$ 83,420</b>	<b>\$ 80,910</b>	<b>\$ 142,700</b>	<b>\$ 132,700</b>

### ACCOUNT MODIFICATIONS

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

#### ACCT.

- 4239 Adjustment (+) represents hiring various on-call Engineering consultants.
- 4420 Adjustment (+) represents conferences for Public Safety Officer and Comm Dev Dir.
- 4440 Adjustment (+) represents allocating for staff cell phone, similar amount was previously allocated.
- 4455 Adjustment (-) represents elimination of uniform allowance for Public Services Manager position that no longer exists.
- 4465 Adjustment (+) represents expansion Court Referral Community Service (CRCS) Program.
- 4490 Adjustment (+) represents Public Works training for Public Safety Officer, Comm Dev Dir, and Comm Dev Mgr.

## COMMUNITY DEVELOPMENT

Program: Street Cleaning  
Account: 21-960-72

### STATEMENT OF PURPOSE

Provide effective street cleaning services commensurate with public health and street maintenance requirements.

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2009-10	2010-11		2011-12	2012-13
Total:	0.00	0.00		0.00	0.00

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Personnel Costs	-	-	-	-	-
Operating Expenses	113,043	117,600	113,050	128,340	126,000
Total:	\$ 113,043	\$ 117,600	\$ 113,050	\$ 128,340	\$ 126,000

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
General Fund	-	-	-	-	-
Gas Tax (2105, 2106, 2107)	113,043	117,600	113,050	128,340	126,000
Total:	\$ 113,043	\$ 117,600	\$ 113,050	\$ 128,340	\$ 126,000

### KEY PROGRAM GOALS

1. Ensure that all commercial areas and public parking facilities are thoroughly swept no less than once per week.
2. Conduct scheduled street inspections, identify street cleaning deficiencies and coordinate appropriate corrective action

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2011-12	2012-13
Number of curb miles swept	3,600	3,600
Implementation of city wide street sweeping ordinance	100%	-

FOOTNOTES (FISCAL YEAR 2011-12):

**COMMUNITY DEVELOPMENT**

Program: Street Cleaning  
Account: 21-960-72

**EXPENDITURE DETAIL**

<b>PERSONNEL</b>	<b>ACTUAL 2009-10</b>	<b>ADOPTED 2010-11</b>	<b>ESTIMATED 2010-11</b>	<b>ADOPTED 2011-12</b>	<b>PROPOSED 2012-13</b>
<b>ACCT.</b>					
<b>Total:</b>	\$ -	\$ -	\$ -	\$ -	\$ -

<b>OPERATING EXPENSES</b>	<b>ACTUAL 2009-10</b>	<b>ADOPTED 2010-11</b>	<b>ESTIMATED 2010-11</b>	<b>ADOPTED 2011-12</b>	<b>PROPOSED 2012-13</b>
<b>ACCT.</b>					
4244 Legal Services	-	-	-	6,000	-
4256 Street Cleaning	113,043	117,600	113,050	122,340	126,000
<b>Total:</b>	<b>\$ 113,043</b>	<b>\$ 117,600</b>	<b>\$ 113,050</b>	<b>\$ 128,340</b>	<b>\$ 126,000</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

**ACCT.**

4244 Adjustment (+) legal services to draft and review a new city wide street sweeping ordinance.

## COMMUNITY DEVELOPMENT

Program: Traffic Signal Maintenance  
 Account: 47-960-73

### STATEMENT OF PURPOSE

Provide the energy and maintenance services required to operate the City's 28 signalized intersections and ten additional signalized intersections that are shared with the State of California, Los Angeles County, and City of Arcadia.

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2009-10	2010-11		2011-12	2012-13
Total:	0.00	0.00		0.00	0.00

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Personnel Costs	-	-	-	-	-
Operating Expenses	111,848	115,800	146,500	156,800	156,800
Total:	\$ 111,848	\$ 115,800	\$ 146,500	\$ 156,800	\$ 156,800

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Lighting & Landscape District	111,848	115,800	146,500	156,800	156,800
Total:	\$ 111,848	\$ 115,800	\$ 146,500	\$ 156,800	\$ 156,800

### KEY PROGRAM GOALS

1. Provide comprehensive traffic signal maintenance services commensurate with contemporary industry standards.
2. Provide comprehensive traffic signal maintenance services commensurate with public safety requirements.
3. Monitor contract service operations, identify deficiencies, and promptly coordinate appropriate corrective action.

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2011-12	2012-13
Traffic signals inspected and serviced	50%	50%

FOOTNOTES (FISCAL YEAR 2011-12):

**COMMUNITY DEVELOPMENT**

Program: Traff. Sig. Maint.  
Account: 47-960-73

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<u>ACCT.</u>					
<b>Total:</b>	\$ -	\$ -	\$ -	\$ -	\$ -

OPERATING EXPENSES	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<u>ACCT.</u>					
4216 Contract Service - Public	88,058	84,000	120,000	120,000	120,000
4435 Utilities	19,942	30,000	25,000	35,000	35,000
4960 Administrative Charges	3,848	1,800	1,500	1,800	1,800
<b>Total:</b>	<b>\$ 111,848</b>	<b>\$ 115,800</b>	<b>\$ 146,500</b>	<b>\$ 156,800</b>	<b>\$ 156,800</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

- ACCT.
- 4216 Adjustment (+) represents increase due to projected increase of maintenance and installation of two new signals.
  - 4435 Adjustment (+) represents utilities increased by \$5,000 based on an estimated by Edison.

## COMMUNITY DEVELOPMENT

Program: Traffic Signs and Striping Maintenance  
 Account: 21-960-74

### STATEMENT OF PURPOSE

Program provides the resources required to perform routine and emergency maintenance, the repairing & replacement of traffic signs, and scheduled repainting of street markings.

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2009-10	2010-11		2011-12	2012-13
Maintenance Lead Worker	0.30	0.30		0.30	0.30
<b>Total:</b>	<b>0.30</b>	<b>0.30</b>		<b>0.30</b>	<b>0.30</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Personnel Costs	25,749	25,580	25,130	26,320	26,565
Operating Expenses	28,226	70,400	54,900	90,400	220,400
<b>Total:</b>	<b>\$ 53,975</b>	<b>\$ 95,980</b>	<b>\$ 80,030</b>	<b>\$ 116,720</b>	<b>\$ 246,965</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Traffic Congestion Relief Fund	12,150	-	-	-	-
Gas Tax (2105, 2106, 2107)	41,825	95,980	80,030	116,720	246,965
<b>Total:</b>	<b>\$ 53,975</b>	<b>\$ 95,980</b>	<b>\$ 80,030</b>	<b>\$ 116,720</b>	<b>\$ 246,965</b>

### KEY PROGRAM GOALS

1. Conduct scheduled street sign and striping maintenance inspections.
2. Repaint all stop sign/bar-stop pavement markings.
3. Repaint all school zone pavement markings.
4. Repaint all pavement markings on primary thoroughfares and secondary collector streets, including crosswalks.
5. Repaint stop bars and pavement markings in areas with new asphalt or slurry seal.

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2011-12	2012-13
Replace traffic signs with retro-reflectivity compliant signs	50%	50%
Repaint stop sign/bar pavement markings	50%	50%
Repaint school zone pavement markings	50%	50%

FOOTNOTES (FISCAL YEAR 2011-12):

**COMMUNITY DEVELOPMENT**

Program: Traf Sig/Stripe Maint  
Account: 21-960-74

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4139 Maintenance Lead Worker	17,765	17,750	17,140	18,105	18,105
4190 Allocated Benefits	7,984	7,830	7,990	8,215	8,460
<b>Total:</b>	<b>\$ 25,749</b>	<b>\$ 25,580</b>	<b>\$ 25,130</b>	<b>\$ 26,320</b>	<b>\$ 26,565</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4216 Contract Service - Public	324	-	500	-	-
4255 Striping/Pavement	12,150	20,000	35,000	20,000	20,000
4266 Curb Addressing	-	30,000	-	-	30,000
4265 Special Dept Supplies	-	400	400	400	400
4510 Maintenance & Repair	15,752	20,000	19,000	70,000	170,000
<b>Total:</b>	<b>\$ 28,226</b>	<b>\$ 70,400</b>	<b>\$ 54,900</b>	<b>\$ 90,400</b>	<b>\$ 220,400</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

**ACCT.**

- 4266 Adjustment (-) represents a decrease as the curb addressing is completed every 2 years.
- 4510 Adjustment (+) represents increase to replace traffic signs to meet CalTrans retroreflectivity requirements.

## COMMUNITY DEVELOPMENT

Program: Street Maintenance  
Account: 21-960-75

### STATEMENT OF PURPOSE

Program provides the resources required for the maintenance and repair of all public streets, alleys, and access easements

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2009-10	2010-11		2011-12	2012-13
Total:	0.00	0.00		0.00	0.00

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Personnel Costs	-	-	-	-	-
Operating Expenses	185,748	657,500	632,500	937,500	937,500
Total:	\$ 185,748	\$ 657,500	\$ 632,500	\$ 937,500	\$ 937,500

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Sewer Reconstruction Fund	-	10,000	10,000	10,000	10,000
Gas Tax (2105, 2106, 2107)	185,748	647,500	622,500	927,500	927,500
Total:	\$ 185,748	\$ 657,500	\$ 632,500	\$ 937,500	\$ 937,500

### KEY PROGRAM GOALS

1. Provide comprehensive street maintenance services to ensure proper maintenance of all public rights-of-way.
2. Perform scheduled street inspections, identify maintenance deficiencies and coordinate appropriate corrective action.
3. Perform scheduled resurfacing of selected streets from the pavement management study.

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2011-12	2012-13
Scheduled hardscape repair and slurry seal in Maintenance Areas 1 & 2 1/	100%	-
Scheduled hardscape repair and slurry seal in Maintenance Areas 3 & 4 1/	-	100%

#### FOOTNOTES (FISCAL YEAR 2011-12):

1/ As identified per the Pavement Management Study (PMS)

**COMMUNITY DEVELOPMENT**

Program: Street Maint.  
Account: 21-960-75

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<u>ACCT.</u>					
<b>Total:</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>OPERATING EXPENSES</b>	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<u>ACCT.</u>					
4216 Contract Service - Public	184,525	182,500	182,500	112,500	112,500
4231 Prv/Spc Contract Services	-	25,000	-	25,000	25,000
4257 Street Maintenance	1,223	450,000	450,000	800,000	800,000
<b>Total:</b>	<b>\$ 185,748</b>	<b>\$ 657,500</b>	<b>\$ 632,500</b>	<b>\$ 937,500</b>	<b>\$ 937,500</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

ACCT.

- 4257 Adjustment (+) represents an increase for street scheduled hardscape and slurry seal.
- 4216 Adjustment (-) represents a decrease due to bridge inspection and repairs being completed.

## COMMUNITY DEVELOPMENT

Program: Sidewalk Maintenance  
 Account: 21-960-76

### STATEMENT OF PURPOSE

Program provides the resources required to perform routine maintenance and repair of City sidewalks.

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2009-10	2010-11		2011-12	2012-13
Total:	0.00	0.00		0.00	0.00

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Personnel Costs	-	-	-	-	-
Operating Expenses	27,526	115,000	155,000	165,000	165,000
Total:	\$ 27,526	\$ 115,000	\$ 155,000	\$ 165,000	\$ 165,000

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
SB821	7,895	-	-	-	-
Gas Tax (2105, 2106, 2107)	19,631	115,000	155,000	165,000	165,000
Total:	\$ 27,526	\$ 115,000	\$ 155,000	\$ 165,000	\$ 165,000

### KEY PROGRAM GOALS

1. Provide comprehensive sidewalk maintenance services to ensure the proper maintenance of all public sidewalks.
2. Perform scheduled sidewalk inspections, identify maintenance deficiencies.

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2011-12	2012-13
Scheduled hardscape repair in Maintenance Areas 1 & 2	100%	-
Scheduled hardscape repair in Maintenance Areas 3 & 4	-	100%
Monthly inspections of City sidewalks	12	12
Install new ADA ramps	20	20

FOOTNOTES (FISCAL YEAR 2011-12):

**COMMUNITY DEVELOPMENT**

Program: Sidewalk Maint.  
Account: 21-960-76

**EXPENDITURE DETAIL**

PERSONNEL	<i>ACTUAL</i> <b>2009-10</b>	<i>ADOPTED</i> <b>2010-11</b>	<i>ESTIMATED</i> <b>2010-11</b>	<i>ADOPTED</i> <b>2011-12</b>	<i>PROPOSED</i> <b>2012-13</b>
<u>ACCT.</u>					
<b>Total:</b>	\$ -	\$ -	\$ -	\$ -	\$ -

OPERATING EXPENSES	<i>ACTUAL</i> <b>2009-10</b>	<i>ADOPTED</i> <b>2010-11</b>	<i>ESTIMATED</i> <b>2010-11</b>	<i>ADOPTED</i> <b>2011-12</b>	<i>PROPOSED</i> <b>2012-13</b>
<u>ACCT.</u>					
4216 Contract Service - Public	24,251	35,000	35,000	35,000	35,000
4258 Sidewalk Maintenance	3,275	80,000	120,000	130,000	130,000
<b>Total:</b>	<b>\$ 27,526</b>	<b>\$ 115,000</b>	<b>\$ 155,000</b>	<b>\$ 165,000</b>	<b>\$ 165,000</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

ACCT.

4258 Adjustment (+) represents an increase for scheduled hardscape repair.

## COMMUNITY DEVELOPMENT

Program: Solid Waste Management  
 Account: 01-960-77

### STATEMENT OF PURPOSE

The Solid Waste Management Program provides the resources required to effectively administer the City's solid waste disposal and source reduction services.

### STAFFING SUMMARY (FTEs) - NONE 1/

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Personnel Costs	-	-	-	-	-
Operating Expenses	6,976	8,690	8,690	8,690	8,690
<b>Total:</b>	<b>\$ 6,976</b>	<b>\$ 8,690</b>	<b>\$ 8,690</b>	<b>\$ 8,690</b>	<b>\$ 8,690</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
General Fund	738	2,500	2,500	-	-
Used Oil Grant	6,238	6,190	6,190	8,690	8,690
<b>Total:</b>	<b>\$ 6,976</b>	<b>\$ 8,690</b>	<b>\$ 8,690</b>	<b>\$ 8,690</b>	<b>\$ 8,690</b>

### KEY PROGRAM GOALS

1. Continue to administer the City's solid waste source reduction programs and ensure compliance with related state regulations per AB 939.
2. Continue to promote the proper disposal of all household hazardous waste by encouraging participation in the Los Angeles County Household Hazardous Waste Recycling Program.

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2011-12	2012-13
Provide outreach at various community events regarding used oil recycling	5	5
Maintain City presence at the San Gabriel valley Solid Waste Joint Powers Authority (monthly)	12	12
Administer solid waste contract	1	1

#### FOOTNOTES (FISCAL YEAR 2011-12):

1/ Solid waste pick-up and recycling service is currently provided by Athens Services for both residential and non-residential properties.

**COMMUNITY DEVELOPMENT**

Program: Solid Waste Mgmt  
Account: 01-960-77

**EXPENDITURE DETAIL**

**PERSONNEL - NONE**

OPERATING EXPENSES	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<u>ACCT.</u>					
4241 SRRE Program	713	2,500	2,500	2,500	2,500
4410 Meeting Expense	25	-	-	-	-
4605 Recycling Program	6,238	6,190	6,190	6,190	6,190
<b>Total:</b>	<b>\$ 6,976</b>	<b>\$ 8,690</b>	<b>\$ 8,690</b>	<b>\$ 8,690</b>	<b>\$ 8,690</b>

**ACCOUNT MODIFICATIONS - NONE**

## COMMUNITY DEVELOPMENT

Program: Street Lighting  
Account: 47-960-78

### STATEMENT OF PURPOSE

Program provides comprehensive maintenance services and electrical power required to operate the City's street lighting system. The cost for a portion of the safety lighting maintenance and repair is shared with other bordering jurisdictions.

<b>STAFFING SUMMARY (FTEs)</b>	<i>ACTUAL</i>	<i>ADOPTED</i>		<i>ADOPTED</i>	<i>PROPOSED</i>
	<i>2009-10</i>	<i>2010-11</i>		<i>2011-12</i>	<i>2012-13</i>
Public Services Manager	0.05				
Secretary - Pub Wrks	0.05	0.05		0.05	0.05
Public Safety Officer		0.10		0.10	0.10
<b>Total:</b>	<b>0.10</b>	<b>0.15</b>		<b>0.15</b>	<b>0.15</b>

<b>BUDGET SUMMARY</b>	<i>ACTUAL</i>	<i>ADOPTED</i>	<i>ESTIMATED</i>	<i>ADOPTED</i>	<i>PROPOSED</i>
	<i>2009-10</i>	<i>2010-11</i>	<i>2010-11</i>	<i>2011-12</i>	<i>2012-13</i>
Personnel Costs	9,296	14,110	5,480	15,475	16,095
Operating Expenses	329,901	330,100	314,675	330,100	330,100
<b>Total:</b>	<b>\$ 339,197</b>	<b>\$ 344,210</b>	<b>\$ 320,155</b>	<b>\$ 345,575</b>	<b>\$ 346,195</b>

<b>FUNDING SOURCES</b>	<i>ACTUAL</i>	<i>ADOPTED</i>	<i>ESTIMATED</i>	<i>ADOPTED</i>	<i>PROPOSED</i>
	<i>2009-10</i>	<i>2010-11</i>	<i>2010-11</i>	<i>2011-12</i>	<i>2012-13</i>
General Fund	-	-	-	-	-
Lighting & Landscape District	339,197	344,210	320,155	345,575	346,195
<b>Total:</b>	<b>\$ 339,197</b>	<b>\$ 344,210</b>	<b>\$ 320,155</b>	<b>\$ 345,575</b>	<b>\$ 346,195</b>

### KEY PROGRAM GOALS

1. Conduct scheduled street lighting system inspections, and identify maintenance deficiencies.
2. Update the City's lighting and maintenance assessment district engineer's report in accordance with the 1972 State Lighting and Landscape Act.

<b>KEY WORKLOAD MEASURES</b>	<i>ADOPTED</i>	<i>PROPOSED</i>
	<i>2011-12</i>	<i>2012-13</i>
Updated street light master plan	-	100%
Upgrade street lights with the latest energy efficiency technology	50%	50%

FOOTNOTES (FISCAL YEAR 2011-12):

**COMMUNITY DEVELOPMENT**

Program: Street Lighting  
Account: 47-960-78

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4128 Public Services Manager	4,141	-	-	-	-
4130 Secretary - Pub Wrks	2,513	2,530	2,500	2,650	2,755
4132 Public Safety Officer	-	7,330	-	8,105	8,430
4390 Alloctaed Benefits	2,642	4,250	2,980	4,720	4,910
<b>Total:</b>	<b>\$ 9,296</b>	<b>\$ 14,110</b>	<b>\$ 5,480</b>	<b>\$ 15,475</b>	<b>\$ 16,095</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4240 Assessment District Eng	7,650	9,000	9,000	9,000	9,000
4271 Prv/Spc Prgs Contract Srv	1,220	1,500	1,500	1,500	1,500
4465 Special Dept Supplies	-	100	75	100	100
4510 Maintenance & Repair	55,558	40,000	40,000	40,000	40,000
4570 Energy & Maintenance	260,672	275,000	260,000	275,000	275,000
4960 Administrative Charges	4,801	4,500	4,100	4,500	4,500
<b>Total:</b>	<b>\$ 329,901</b>	<b>\$ 330,100</b>	<b>\$ 314,675</b>	<b>\$ 330,100</b>	<b>\$ 330,100</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

**ACCT.**

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# MAINTENANCE

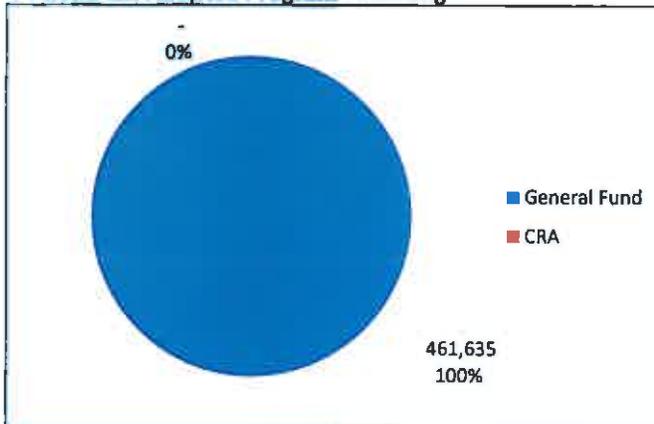
**Program 81: General Government Buildings**  
Operate and maintain City buildings.

**Program 82: Parking Facilities**  
Maintain City public parking lots.

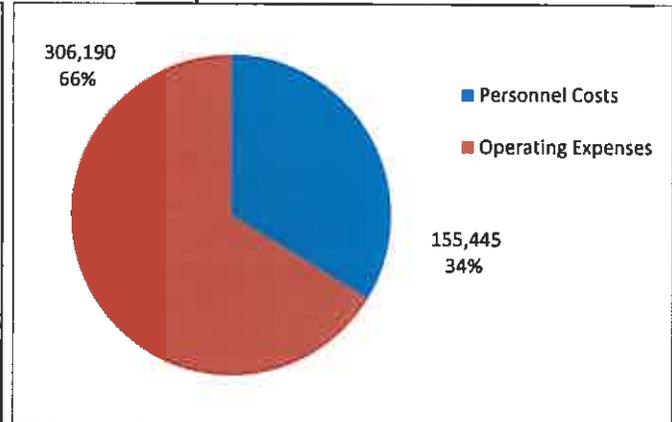
**Program 84: Graffiti Abatement**  
Graffiti cleanup response.

## DEPARTMENT SUMMARY

**FY 2011-12: Adopted Program Financing**



**FY 2011-12: Adopted Resources Allocated**



	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<b>RESOURCES ALLOCATED</b>					
Personnel Costs	168,308	149,580	147,400	155,445	158,795
Operating Expenses	196,768	232,070	248,490	306,190	266,190
<b>Total:</b>	<b>\$ 365,076</b>	<b>\$ 381,650</b>	<b>\$ 395,890</b>	<b>\$ 461,635</b>	<b>\$ 424,985</b>
<b>PROGRAM FINANCING</b>					
General Fund	365,076	381,650	395,890	461,635	424,985
<b>Total:</b>	<b>\$ 365,076</b>	<b>\$ 381,650</b>	<b>\$ 395,890</b>	<b>\$ 461,635</b>	<b>\$ 424,985</b>
<b>PERSONNEL (FTE)</b>					
	2.05	1.95		1.90	1.90
<b>Total:</b>	<b>2.05</b>	<b>1.95</b>		<b>1.90</b>	<b>1.90</b>

## COMMUNITY DEVELOPMENT

Program: General Government Buildings  
 Account: 01-970-81

### STATEMENT OF PURPOSE

Program provides the resources required to operate and maintain City Hall, Civic Center and the Emergency Operations Center, which includes comprehensive mechanical and janitorial services, general facility maintenance, and utility systems.

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2009-10	2010-11		2011-12	2012-13
Community Dev Director		0.10		0.10	0.10
Public Services Manager	0.15				
Maint Lead Worker	0.40	0.40		0.40	0.40
<b>Total:</b>	<b>0.55</b>	<b>0.50</b>		<b>0.50</b>	<b>0.50</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Personnel Costs	52,890	48,440	45,880	54,610	54,610
Operating Expenses	154,920	177,760	178,260	221,140	181,140
<b>Total:</b>	<b>\$ 207,810</b>	<b>\$ 226,200</b>	<b>\$ 224,140</b>	<b>\$ 275,750</b>	<b>\$ 235,750</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
General Fund	207,810	226,200	224,140	275,750	235,750
<b>Total:</b>	<b>\$ 207,810</b>	<b>\$ 226,200</b>	<b>\$ 224,140</b>	<b>\$ 275,750</b>	<b>\$ 235,750</b>

### KEY PROGRAM GOALS

1. Provide comprehensive maintenance services for general government buildings and appurtenant facilities.
2. Perform scheduled facility inspections, prepare maintenance deficiency reports and coordinate appropriate corrective actions.
3. Develop a Facilities Master Plan to address improved maintenance, utility, and replacement cost savings.

### KEY WORKLOAD MEASURES

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2011-12	2012-13
Remodel City Council Chambers	100%	-
Paint City Hall, Civic Center and Chamber of Commerce	100%	-
Develop a Facilities Master Plan	-	100%
Upgrade HVAC and Lighting/Controls in City facilities	50%	50%
Administer and monitor performance of Janitorial contract	100%	100%

FOOTNOTES (FISCAL YEAR 2011-12):

**COMMUNITY DEVELOPMENT**

Program: Gen. Gov. Bldgs.  
Account: 01-970-81

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4117 Community Dev Director	-	9,500	6,320	12,860	12,860
4128 Public Services Manager	12,423	-	-	-	-
4139 Maint Lead Worker	22,958	23,660	23,780	24,140	24,140
4150 Overtime	2,571	1,500	2,000	2,000	2,000
4190 Allocated Benefits	14,938	13,780	13,780	15,610	15,610
<b>Total:</b>	<b>\$ 52,890</b>	<b>\$ 48,440</b>	<b>\$ 45,880</b>	<b>\$ 54,610</b>	<b>\$ 54,610</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4231 Prv/Spc Contract Services	800	-	-	-	-
4252 Janitorial Services	16,555	24,000	20,000	24,000	24,000
4253 Interior Plant Maint	1,344	1,120	1,100	-	-
4259 Mechanical Maintenance	11,043	14,000	14,000	14,000	14,000
4260 General Maintenance	2,052	2,400	2,400	2,400	2,400
4415 Vehicle Operation	146	-	100	-	-
4425 Memberships/Subscriptions	-	-	450	500	500
4435 Utilities	50,181	52,000	56,000	56,000	56,000
4440 Telephone	10,482	14,500	14,500	14,500	14,500
4465 Special Dept Supplies	21,098	20,000	20,000	20,000	20,000
4505 Primrose Property Expense	625	1,000	1,000	1,000	1,000
4510 Maintenance & Repair	3,636	12,000	12,000	52,000	12,000
4530 Special Equipment Maint	36,472	36,200	36,200	36,200	36,200
4580 Equipment Rental	486	540	510	540	540
<b>Total:</b>	<b>\$ 154,920</b>	<b>\$ 177,760</b>	<b>\$ 178,260</b>	<b>\$ 221,140</b>	<b>\$ 181,140</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

**ACCT.**

- 4117 Adjustment (+) represents staff reallocation and program reorganization.
- 4150 Adjustment (+) represents emergency call-outs and special event coverage.
- 4253 Adjustment (-) represents the elimination of the plant maintenance contractor.
- 4425 Adjustment (+) represents increase for the monthly cable TV subscription for City Hall and EOC.
- 4510 Adjustment (+) represents increase to repaint City Hall, Civic Center and Temple City Chamber of Commerce.

## COMMUNITY DEVELOPMENT

Program: Parking Facilities  
Account: 01-970-82

### STATEMENT OF PURPOSE

Program provides the resources required to maintain the City's four public parking districts, which include seven vehicle parking lots.

<b>STAFFING SUMMARY (FTEs)</b>	<b>ACTUAL</b>	<b>ADOPTED</b>		<b>ADOPTED</b>	<b>PROPOSED</b>
	<b>2009-10</b>	<b>2010-11</b>		<b>2011-12</b>	<b>2012-13</b>
Public Services Manager	0.10				
Public Safety Officer		0.10		0.10	0.10
Maintenance Lead Worker	0.30	0.30		0.30	0.30
Maintenance Worker	1.00	1.00		1.00	1.00
<b>Total:</b>	<b>1.40</b>	<b>1.40</b>		<b>1.40</b>	<b>1.40</b>

<b>BUDGET SUMMARY</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>ESTIMATED</b>	<b>ADOPTED</b>	<b>PROPOSED</b>
	<b>2009-10</b>	<b>2010-11</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
Personnel Costs	106,128	97,430	97,800	100,835	104,185
Operating Expenses	22,704	29,910	29,850	29,650	29,650
<b>Total:</b>	<b>\$ 128,832</b>	<b>\$ 127,340</b>	<b>\$ 127,650</b>	<b>\$ 130,485</b>	<b>\$ 133,835</b>

<b>FUNDING SOURCES</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>ESTIMATED</b>	<b>ADOPTED</b>	<b>PROPOSED</b>
	<b>2009-10</b>	<b>2010-11</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
General Fund	128,832	127,340	127,650	130,485	133,835
<b>Total:</b>	<b>\$ 128,832</b>	<b>\$ 127,340</b>	<b>\$ 127,650</b>	<b>\$ 130,485</b>	<b>\$ 133,835</b>

### KEY PROGRAM GOALS

1. Provide comprehensive maintenance services for all public-parking facilities.
2. Perform scheduled parking facility inspections, identify maintenance deficiencies, and corrective action.

<b>KEY WORKLOAD MEASURES</b>	<b>ADOPTED</b>	<b>PROPOSED</b>
	<b>2011-12</b>	<b>2012-13</b>
Maintain irrigation system	100%	100%
Inspect and maintain parking lot lighting system	100%	100%

FOOTNOTES (FISCAL YEAR 2011-12):

**COMMUNITY DEVELOPMENT**

Program: Parking Facilities  
Account: 01-970-82

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4128 Public Services Manager	8,282	-	-	-	-
4132 Public Safety Officer	-	7,650	7,720	8,105	8,430
4136 Maintenance Worker	9,593	-	-	-	-
4139 Maint Lead Worker	17,218	17,750	17,840	18,105	18,105
4146 Maintenance Worker	39,305	40,620	40,830	41,500	43,160
4150 Overtime	2,734	3,000	3,000	3,200	3,200
4190 Allocated Benefits	28,996	28,410	28,410	29,925	31,290
<b>Total:</b>	<b>\$ 106,128</b>	<b>\$ 97,430</b>	<b>\$ 97,800</b>	<b>\$ 100,835</b>	<b>\$ 104,185</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
<b>ACCT.</b>					
4415 Vehicle Operation	2,465	3,000	3,200	3,000	3,000
4435 Utilities	12,496	15,000	15,000	15,000	15,000
4440 Telephone	439	650	650	650	650
4455 Uniforms	1,034	1,260	1,000	1,000	1,000
4465 Special Dept Supplies	3,905	5,000	5,000	5,000	5,000
4490 Training	436	500	500	500	500
4510 Maintenance & Repair	672	3,000	3,000	3,000	3,000
4530 Special Equipment Maint	292	1,000	1,000	1,000	1,000
4550 Small Tool Replacement	965	500	500	500	500
4580 Equipment Rental	-	-	-	-	-
<b>Total:</b>	<b>\$ 22,704</b>	<b>\$ 29,910</b>	<b>\$ 29,850</b>	<b>\$ 29,650</b>	<b>\$ 29,650</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

**ACCT.**

4455 Adjustment (-) represents cancelling our uniform lease agreement and purchasing uniforms for maintenance staff.

## COMMUNITY DEVELOPMENT

Program: Graffiti Abatement  
Account: 01-970-84

### STATEMENT OF PURPOSE

To provide the resources required to remove graffiti from both public and private property through a private contract service agreement and to assist the Sheriff's Department with the apprehension of vandals.

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2009-10	2010-11		2011-12	2012-13
Public Services Manager	0.05				
Secretary - Public Works	0.05	0.05			
<b>Total:</b>	<b>0.10</b>	<b>0.05</b>		<b>0.00</b>	<b>0.00</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
Personnel Costs	9,290	3,710	3,720	-	-
Operating Expenses 1/	19,144	24,400	40,380	55,400	55,400
<b>Total:</b>	<b>\$ 28,434</b>	<b>\$ 28,110</b>	<b>\$ 44,100</b>	<b>\$ 55,400</b>	<b>\$ 55,400</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2010-11	2011-12	2012-13
General Fund	28,434	28,110	44,100	55,400	55,400
<b>Total:</b>	<b>\$ 28,434</b>	<b>\$ 28,110</b>	<b>\$ 44,100</b>	<b>\$ 55,400</b>	<b>\$ 55,400</b>

### KEY PROGRAM GOALS

1. To remove graffiti as quickly and efficiently as possible.
2. To track monikers and locations from which graffiti is removed.
3. To enhance potential arrests and convictions of violators.

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2011-12	2012-13
Number of graffiti tags removed	24,000	24,000
Number of graffiti tags removed (observed by contractor)	18,200	18,200
Number of graffiti tags removed (by call in)	5,800	5,800

#### FOOTNOTES (FISCAL YEAR 2011-12):

1/ Graffiti Abatement Services are currently provided by a private contractor, Graffiti Control Systems, Inc. (GCS).

**COMMUNITY DEVELOPMENT**

Program: Graffiti Abatement  
Account: 01-970-84

**EXPENDITURE DETAIL**

<b>PERSONNEL</b>	<i>ACTUAL</i> <b>2009-10</b>	<i>ADOPTED</i> <b>2010-11</b>	<i>ESTIMATED</i> <b>2010-11</b>	<i>ADOPTED</i> <b>2011-12</b>	<i>PROPOSED</i> <b>2012-13</b>
<b>ACCT.</b>					
4128 Public Services Manager	4,141	-	-	-	-
4130 Secretary-Public Works	2,507	2,530	2,540	-	-
4190 Allocated Benefits	2,642	1,180	1,180	-	-
<b>Total:</b>	<b>\$ 9,290</b>	<b>\$ 3,710</b>	<b>\$ 3,720</b>	<b>\$ -</b>	<b>\$ -</b>

<b>OPERATING EXPENSES</b>	<i>ACTUAL</i> <b>2009-10</b>	<i>ADOPTED</i> <b>2010-11</b>	<i>ESTIMATED</i> <b>2010-11</b>	<i>ADOPTED</i> <b>2011-12</b>	<i>PROPOSED</i> <b>2012-13</b>
<b>ACCT.</b>					
4262 Graffiti Abatement	19,139	24,000	40,000	55,000	55,000
4465 Special Dept. Supplies	5	400	380	400	400
<b>Total:</b>	<b>\$ 19,144</b>	<b>\$ 24,400</b>	<b>\$ 40,380</b>	<b>\$ 55,400</b>	<b>\$ 55,400</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2010-11 and adopted FY 2011-12 budgets.*

**ACCT.**

- 4130 Adjustment (-) represents staff reallocation and program reorganization.
- 4262 Adjustment (+) represents program reorganization with a new graffiti removal contractor.

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CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011 - 2013

**VEHICLES &  
EQUIPMENT  
REPLACEMENT**

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013

VEHICLES AND EQUIPMENT PROGRAM

Introduction

This program provides a projection of costs for the replacement of City-owned vehicles and equipment, which also includes new acquisitions.

A comprehensive assessment of the City's existing fixed assets inventory was performed to evaluate the condition of all vehicles and equipment. The information derived from this study was used to formulate the rationale and criteria for the replacement of City vehicles and equipment.

Elements

The program documents consist of several elements, including a proposed Fiscal Year 2011-12 budget detail for vehicle and equipment expenditures, a departmental cost summary and a complete inventory of replacement items.

The Budget Expenditure Detail itemizes total capital outlay for vehicles and equipment by classification. This element also identifies the specific items to be replaced and new acquisitions proposed for Fiscal Year 2011-12. These items appear in order of Department Program and include estimated costs.

The Cost Summary details the total vehicle and equipment expenditures projected for Fiscal Year 2011-12. The replacement schedule is covered in the final element and includes a complete listing of all anticipated vehicle and equipment replacements.

Summary

The intended purpose of this program is to provide the City Council with a mechanism designed to facilitate policy decisions regarding the acquisition and replacement of City-owned vehicles and equipment. The Vehicle and Equipment Replacement Program will be revised annually to reflect various changes, such as annuity adjustments and the addition of new items.

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013**

**DEPARTMENT: EQUIPMENT REPLACEMENT  
PROGRAM: VEHICLES & EQUIPMENT**

**DIVISION: EQUIPMENT REPLACEMENT  
ACCOUNT NO: XX-980-XX-XXXX**

**SUMMARY OF EXPENDITURES**

	<b>ACTUAL 2009-10</b>	<b>ADOPTED 2010-11</b>	<b>ESTIMATED 2010-11</b>	<b>ADOPTED 2011-12</b>	<b>PROPOSED 2012-13</b>
<b>PERSONNEL</b>	-	-	-	-	-
<b>OPERATING EXPENSES</b>	-	-	-	-	-
<b>CAPITAL OUTLAY</b>	39,572	109,600	70,555	351,550	-
<b>TOTAL</b>	<b>39,572</b>	<b>109,600</b>	<b>70,555</b>	<b>351,550</b>	-

**FUNDING SOURCE**

General Fund	296,550
AQMD	55,000

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013

DEPARTMENT: EQUIPMENT REPLACEMENT  
PROGRAM: VEHICLES & EQUIPMENT

DIVISION: EQUIPMENT REPLACEMENT  
ACCOUNT NO: XX-980-XX-XXXX

EXPENDITURE DETAIL

ACCT. NO.	ACTIVITY	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	-	-	-	-	-
	<b>OPERATING EXPENSE</b>					
	<b>TOTAL OPERATING EXP</b>	-	-	-	-	-
	<b>CAPITAL OUTLAY</b>					
4820	Vehicles	34,083	-	-	191,000	
4830	Office Equipment	348	98,500	63,555	135,800	-
4840	Special Equipment	5,141	11,100	7,000	24,750	-
	<b>TOTAL CAP OUTLAY</b>	<b>39,572</b>	<b>109,600</b>	<b>70,555</b>	<b>351,550</b>	-
	<b>TOTAL PROGRAM</b>	<b>39,572</b>	<b>109,600</b>	<b>70,555</b>	<b>351,550</b>	-

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013**

**CAPITALIZED FIXED ASSETS**

		<u>Description</u>		<u>Cost</u>
<b>COMMUNITY DEVELOPMENT</b>				
Building	- Vehicle	1 Prius for Building Inspector <b>01-930-54-4820</b>	GF	26,000 <u>26,000</u>
Public Safety Division				
Parking Administration	- Vehicle	2 Priuses for Parking Administration Staff <b>01-950-67-4820</b>	GF	70,000 <u>70,000</u>
Emergency Services	- Special	3 Portable Astro Digital XTS Modell II, 450-520MHZ, 5W, 1,000-Channel Radios <b>01-950-64-4840</b>	GF	13,200 <u>13,200</u>
Community Preservation	- Vehicle	2 Priuses for Community Preservation Staff <b>01-950-65-4820</b>	AQMD	55,000 <u>55,000</u>
	- Special	2 Portable Astro Digital XTS Modell II, 450-520MHZ, 5W, 1,000-Channel Radios <b>01-950-65-4840</b>	GF	8,800 <u>8,800</u>
Maintenance Division				
General Government Buildings	- Office	- Technology Upgrade		50,000
		1 Business Visitation Program Software		20,000
		1 Lap Top for City Clerk		800
		1 Contract Management Software		5,000
		1 Enterprise Land Management System (carry over from FY 2010-11)		40,000
		1 Computer for Planning Department		800
		1 Computer for Part Time Community Preservation Officer		800
		2 Netbooks to access EdgeSoft for field use		2,000
		3 Credit Card Machines for City Hall		2,400
		1 Mailing Machine		9,000
		8 iPads		<u>5,000</u>
		<b>01-970-81-4830</b>	GF	135,800
<b>PARKS &amp; RECREATION</b>				
Parks - Maintenance/Facilities	- Vehicle	1 Pickup <b>01-940-59-4820</b>	GF	40,000 <u>40,000</u>
	- Special	Wood Veneer Lectern with Sound System <b>01-940-59-4840</b>	GF	2,750 <u>2,750</u>
<b>TOTAL CAPITALIZED FIXED ASSETS</b>				<u><u>351,550</u></u>

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013

# **CAPITAL IMPROVEMENT PROGRAM**

CITY OF TEMPLE CITY

ADOPTED BUDGET

FY 2011-2013

CAPITAL IMPROVEMENT PROGRAM

Introduction

The Capital Improvement Program is a multiyear workplan designed to facilitate policy decisions based on a citywide capital needs assessment and corresponding fiscal analysis. One of the primary goals is to maximize the effective use of available financial resources that are required to properly maintain and enhance certain publicly owned property.

This includes infrastructural systems, general government buildings, park lands and other appurtenant facilities. The intended purpose of this document is to provide the City Council with a mechanism for selecting capital improvements, establishing workplan priorities and determining funding sources.

Elements

A description of the various funding sources is contained in the first section of the report. This information is followed by a revenue summary and an expenditure detail. The final element is comprised of a comprehensive project inventory.

Projects are listed categorically by program. The project detail also includes a brief explanation of the work to be performed, total estimated cost and recommended funding sources.

Priorities

For FY 1995-1996, the Council Subcommittee established five priority categories. The categories are:

1. **Essential** - These are projects with direct public safety or high risk liability implications such as, installation of curb and gutters where there are none or which badly need replacement, intersections without street lights, replacement or repair of sidewalks with more than 1.5 inches of elevation from tree roots, etc.
2. **Necessary** - This category could best be described as, "It does not have public safety implications and is not mandated but really does need to be done". These are projects such as re-roofing the multipurpose building and the La Rosa maintenance facility or replacement of an HVAC system.
3. **Mandated** - These are ADA projects.
4. **Routine** - These are preventive maintenance projects such as painting, cape and slurry, and carpeting. They are scheduled on a fixed interval but subject to annual review.
5. **Discretionary** - These are optional projects. Examples are the field lights at Oak Avenue School, upgrading parking lot lights, installation of reflectors on streets, construction of additional bathrooms at Live Oak Park, and the pavilion.

Summary

The Capital Improvement Program is revised annually to reflect various changes in the workplan, such as the status of incompleting projects (carry-overs), priority adjustments, funding revisions and the addition of new items. A deliberate effort has been made to minimize the use of General Funds wherever possible. The predetermined format of this report is not intended to preclude the City Council from making any program adjustments. The workplan is subject to change and structured to be utilized by the City Council as a functional management plan.

**CITY OF TEMPLE CITY**

**ADOPTED BUDGET**

**FY 2011-2013**

**CAPITAL IMPROVEMENT PROGRAM**

**FUNDING SOURCE DESCRIPTION**

General Fund

The General Fund is the primary source of revenue available to the City. General Funds are derived from state subventions generated by sales and use taxes and interest accrued on City investments. General Funds are unrestricted and may be used for any purpose by the local jurisdiction.

Proposition C Fund

Proposition C is the 1/2 cent sales tax for transit that was approved by the voters in November 1990. Collection of the tax began in April 1991. The proceeds of the 1/2 cent sales tax are to be used to improve transit service and operations, reduce traffic congestion, improve air quality, efficiently operate and improve the condition of the streets and freeways utilized by public transit, and reduce foreign fuel dependence.

Gas Tax Fund

Proposition 111 and State Constitutional Amendment 1 of 1990 provided for an increase in the state gasoline tax. A portion of the additional revenue collected is reallocated to counties and cities for street and highway programs. These revenues were restricted and required the City to expend General Funds for street and highway improvements in an amount no less than the average "maintenance of effort" (actual costs) established during FY 1987-1988, FY 1988-1989 and FY 1989-1990. The maintenance of effort requirement was suspended for FY 1992-1993 through FY 2001-2002. The requirement was suspended permanently during FY 1996-1997.

SB821 Fund

The allocation of funds to cities provides for construction of pedestrian or bicycle facilities, provided a plan has been developed for improvements. These funds are also allowed to be used for ADA required curb cuts.

Sewer Reconstruction

This fund accounts for special fees collected to be used for sewer line replacement.

Park Acquisition Fund

The City has a Park Acquisition Fund which requires the payment of \$500 per unit on any new dwelling constructed within the City. Funds collected are used exclusively for the acquisition or improvement of community parks, in general conformance with the priorities established by the City's General Plan.

Lighting & Landscape Fund

The City consolidated several county lighting districts into a municipal lighting district in 1969 to provide a Citywide lighting program. Lighting District revenues are collected through a property tax (Ad Valorem) to pay for lighting, energy and maintenance costs. With the passage of Proposition 13, property tax revenue was decreased substantially.

The City created a special assessment district pursuant to the provisions of the 1972 State Landscape & Lighting Act in order to maintain and improve existing street lighting. The Lighting District was amended in Fiscal Year 1991-1992 to add other eligible programs, including trees and parkways, park maintenance and traffic signal maintenance.



CITY OF TEMPLE CITY  
 ADOPTED BUDGET  
 FY 2011-2013

CAPITAL IMPROVEMENT PROGRAM  
 PROJECT COST SUMMARY

	<u>FISCAL YEAR 2010 - 2011</u>	<u>FISCAL YEAR 2011 - 2012</u>	<u>FISCAL YEAR 2012 - 2013</u>
<u>Project Expenditures</u>	<u>Adopted</u>	<u>Estimated</u>	<u>Carry Over</u>
Parks - Maintenance / Facilities	114,825	51,525	50,175
Traffic Signal Maintenance	288,030	210,100	-
Street Construction	8,054,195	631,750	6,834,705
Sidewalk Maintenance	-	-	125,000
General Government Buildings	160,000	-	115,000
<b>TOTAL</b>	<b>8,617,050</b>	<b>893,375</b>	<b>6,999,880</b>
			<b>244,200</b>
		<b>8,552,860</b>	<b>3,172,295</b>
			<b>147,000</b>
			<b>250,000</b>
			<b>2,775,295</b>
			<b>-</b>
			<b>-</b>

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL

PARKS - MAINTENANCE / FACILITIES  
ACCT. NO. 60-980-59-4810

No.	Project	Priority	FISCAL YEAR 2010 - 2011		FISCAL YEAR 2011 - 2012		FISCAL YEAR 2012 - 2013	
			Adopted	Estimated	Carry Over	Adopted	Carry Over	Proposed
P10-02	New Walkway Lighting for Temple City Park	(D)	-	25 PA	-	-	-	-
P10-03	Renovation of Circular Planter at Live Oak Park, Temple City Park, and Monument Sign Project	(D)	70,175 PA	20,000 PA	50,175 PA	27,000 PA	-	27,000 PA
P10-04	New Playground Equipment	(D)	34,650 GF	31,500 GF				
P11-02	Temple City Library Mural	(D)	10,000 GF					
P12-01	Replace 7 Windscreens- Tennis Courts at LOP	(D)				7,000 GF		
P13-01	Mural for Live Oak Park Community Center	(D)						20,000 GF
P12-02	Citywide Park & Open Space Master Plan	(D)				100,000 GF		100,000 GF
<b>Recap of Funding Sources</b>			44,650 GF	31,500 GF	-	107,000 GF	-	120,000 GF
			70,175 PA	20,025 PA	50,175 PA	27,000 PA	-	27,000 PA
<b>TOTAL CIP - PARKS - MAINT / FACILITIES</b>			<b>114,825</b>	<b>51,525</b>	<b>50,175</b>	<b>134,000</b>	<b>-</b>	<b>147,000</b>

(E) = Essential (N) = Necessary (M) = Mandated (R) = Routine (D) = Discretionary

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL

TRAFFIC SIGNAL MAINTENANCE  
ACCT. NO. 60-980-73-4810

No.	Project	Priority	FISCAL YEAR 2010 - 2011		FISCAL YEAR 2011 - 2012		FISCAL YEAR 2012 - 2013	
			Adopted	Estimated	Carry Over	Adopted	Carry Over	Proposed
P08-12	Traffic light for Temple City Boulevard from Ellis Lane to Gidley Street	(N)	9,000 GF	9,000 GF				
P09-01	Left Turn Phasing Las Tunas Drive and Temple City Blvd. for East-West Traffic	(N)	5,000 GF	5,000 GF				
P09-02	Left Turn Phasing Olive Street and Baldwin Avenue for North-South Traffic	(N)	5,000 GF	5,000 GF				
P09-08	Traffic Signal Upgrades Rosemead Blvd. between Longden and Broadway	(N)	176,895 GF 92,135 ARRA <u>269,030</u>	98,965 GF 92,135 ARRA <u>191,100</u>				
P13-02	Video Detection Upgrades	(D)						150,000 MR <u>100,000 L/LD</u> 250,000
<b>Recap of Funding Sources</b>			195,895 GF	117,965 GF				-
			- TCR	-				-
			- L/LD	-				100,000 L/LD
			92,135 ARRA	92,135 ARRA				-
			- MR	-				150,000 MR
<b>TOTAL CIP - TRAFFIC SIGNAL MAINT</b>			<b>288,030</b>	<b>210,100</b>				<b>250,000</b>

(E) = Essential (N) = Necessary (M) = Mandated (R) = Routine (D) = Discretionary

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL

STREET CONSTRUCTION  
ACCT. NO. 60-980-75-4810

No.	Project	Priority	FISCAL YEAR 2010 - 2011		FISCAL YEAR 2011 - 2012		FISCAL YEAR 2012 - 2013	
			Adopted	Estimated	Carry Over	Adopted	Carry Over	Proposed
P08-07	Upgrade Sewer Line on Longden from Muscatel to Enclinita	(N)	200,000 GF 400,000 SR 144,000 EPA <u>744,000</u>	800 GF	- GF 400,000 SR 144,000 EPA <u>544,000</u>	199,200 GF		
P08-11	Rosemead Boulevard Improvement Project	(N)	3,461,825 Prop C 600,250 Prop 1B 641,710 STPL 719,920 SAFE LU 400,000 TCR <u>1,040,000</u> CRA  386,000 CalTrans	173,000	3,461,825 427,250 641,710 719,920 SAFE LU <u>1,040,000</u> CRA	500,000 Prop C 530,760 Prop 1B 365,855 STPL 350,000 TCR 1,500,000 Prop A 2,000,000 L/LD 773,700 MR 340,000 HSIP 110,250 RAC <u>6,470,565</u>	474,295 Prop C	
P09-09	Grind and Overlay Project for Freer Street	(N)	33,490 TCR	31,900 TCR	573,000	6,290,705		474,295
P11-01	Bicycle Master Plan	(D)	27,000 SB821	26,050 SB821	26,050	49,295 SB821 30,000 TCR <u>79,295</u>		91,000 MR 91,000

(E) = Essential      (N) = Necessary      (M) = Mandated      (R) = Routine      (D) = Discretionary



CITY OF TEMPLE CITY  
 ADOPTED BUDGET  
 FY 2011-2013

CAPITAL IMPROVEMENT PROGRAM  
 PROJECT DETAIL

SIDEWALK MAINTENANCE  
 ACCT. NO. 60-980-76-4810

No.	Project	Priority	FISCAL YEAR 2010 - 2011		FISCAL YEAR 2011 - 2012		FISCAL YEAR 2012 - 2013	
			Adopted	Estimated	Carry Over	Adopted	Carry Over	Proposed
P12-05	Sidewalk Maintenance ADA Ramps	(M)				125,000		

125,000 CB86

Recap of Funding Sources

125,000 CB86

TOTAL CIP - SIDEWALK MAINTENANCE

125,000

(E) = Essential (N) = Necessary (M) = Mandated (R) = Routine (D) = Discretionary

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013

GENERAL GOVERNMENT BLGS  
ACCT. NO. 60-980-81-4810

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL

No.	Project	Priority	FISCAL YEAR 2010 - 2011		FISCAL YEAR 2011 - 2012		FISCAL YEAR 2012 - 2013	
			Adopted	Estimated	Carry Over	Adopted	Carry Over	Proposed
P03-16	Storage building - La Rosa City Yard	(D)	60,000 GF	-	15,000 GF	-	45,000 GF	
P10-05	Council Chamber Upgrades for Video Taping	(N)	100,000 GF	-	100,000 GF	50,000 GF		
Recap of Funding Sources			160,000 GF		115,000 GF	50,000 GF	45,000 GF	
TOTAL CIP - GEN GOV'T BLDGS			<u>160,000</u>	<u>-</u>	<u>115,000</u>	<u>50,000</u>	<u>45,000</u>	<u>-</u>

(E) = Essential      (N) = Necessary      (M) = Mandated      (R) = Routine      (D) = Discretionary

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013

CAPITAL IMPROVEMENT PROGRAM  
PROJECT RECAP  
FY 2011-2012

Project Number	Description	General Fund	Prop A	Prop C	Traffic			S88Z1 (TDA)	Measure R	Sewer Reconstr	HSIP
					Prop 1B	CDBG	Congestion Relief				
P03-16	Storage Building - La Rose City Yard	15,000									
P08-07	Upgrade Sewer Line on Longden from Muscatel to Encinita								400,000		
P08-11	Rosemead Boulevard Improvement Project		1,500,000	3,961,825	958,010			773,700		340,000	
P10-03	Renovation of Circular Planter at LOP, TCP, and Monument Sign Project										
P10-05	Council Chamber Upgrades for Video Taping	150,000									
P11-01	Bicycle Master Plan						49,295				
P12-01	Replace Seven Windscreens for Tennis Courts at Live Oak Park	7,000				30,000					
P12-02	Citywide Park & Open Space Master Plan	100,000									
P12-03	Rosemead Boulevard Sewer Upgrade										
P12-04	Citywide Upgrade Traffic Street Signage							100,000			
P12-05	Sidewalk Maintenance ADA Ramps						125,000				
Total		272,000	1,500,000	3,961,825	958,010	380,000	49,295	873,700	400,000	340,000	

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2011-2013

CAPITAL IMPROVEMENT PROGRAM  
PROJECT RECAP  
FY 2011-2012

Project Number	Description	Park Acq	L/LD	RAC	STPL	SAFE LU	EPA	CWSR	CRA	Total
P03-16	Storage Building - La Rose City Yard									15,000
P08-07	Upgrade Sewer Line on Longden from Muscatel to Encinita					338,000				738,000
P08-11	Rosemead Boulevard Improvement Project		2,000,000	110,250	1,007,565	719,920			1,040,000	12,761,270
P10-03	Renovation of Circular Planter at LOP, TCP, and Monument Sign Project	77,175								77,175
P10-05	Council Chamber Upgrades for Video Taping									150,000
P11-01	Bicycle Master Plan									79,295
P12-01	Replace Seven Windscreens for Tennis Courts at Live Oak Park									7,000
P12-02	Citywide Park & Open Space Master Plan									100,000
P12-03	Rosemead Boulevard Sewer Upgrade							1,400,000		1,400,000
P12-04	Citywide Upgrade Traffic Street Signage									100,000
P12-05	Sidewalk Maintenance ADA Ramps									125,000
<b>Total</b>		<b>77,175</b>	<b>2,000,000</b>	<b>110,250</b>	<b>1,007,565</b>	<b>719,920</b>	<b>338,000</b>	<b>1,400,000</b>	<b>1,040,000</b>	<b>15,552,740</b>

TEMPLE CITY CRA  
ADOPTED BUDGET  
FY 2011 - 2013

**TEMPLE CITY  
REDEVELOPMENT  
AGENCY**

TEMPLE CITY REDEVELOPMENT AGENCY  
ADOPTED BUDGET  
FY 2011-2013

STATEMENT OF ESTIMATED FUND BALANCES  
AS OF JUNE 30, 2011 AND JUNE 30, 2012

	FUND BALANCE 7/1/2010	ESTIMATED REVENUES FY 10-11	ESTIMATED EXPENDITURES FY 10-11	LOAN PAYMENT TO CITY	ESTIMATED FUND 6/30/2011	ESTIMATED REVENUES FY 11-12	ESTIMATED EXPENDITURES FY 11-12	ESTIMATED FUND 6/30/2012
Capital Project Fund	2,319,852	42,320	516,630		1,845,542	12,500	1,442,755	415,287
Low & Moderate Housing Fund	622,732	167,540	174,805		615,467	178,500	169,430	624,537
Debt Service Fund	648,814 *	661,460	681,820		628,454	712,220	678,930	661,744

\* Due to reporting changes from implementing GASB34, the Financial Statements reflect a \$3,424,412 deficit fund balance. This is due to the requirement of recording the Agency's debt to the City of Temple City (\$4,073,226) as a liability in the Debt Service Fund. It is anticipated that the Agency should have sufficient funds to make an annual \$300,000 payment in FY 10-11 for outstanding loans.

**TEMPLE CITY REDEVELOPMENT AGENCY  
ADOPTED BUDGET  
FY 2011-2013**

**ESTIMATED REVENUES BY SOURCE**

	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
<b><u>CAPITAL PROJECT FUND</u></b>					
Interest-LAIF 91-860-37-3701	7,100	10,000	500	1,000	1,000
Interest-Securities 91-860-37-3702	1,726	1,500	9,375	500	500
Interest-Others 91-860-37-3703	434	-	-	-	-
Interest-CD Investments 91-860-37-3704	31,439	20,000	31,445	10,000	10,000
Misc. Income 91-870-38-3816	1,000	1,000	1,000	1,000	1,000
<b>TOTAL REVENUE</b>	<b>41,699</b>	<b>32,500</b>	<b>42,320</b>	<b>12,500</b>	<b>12,500</b>
<b><u>LOW &amp; MODERATE HOUSING FUND</u></b>					
Tax Increment 93-810-32-3212	162,205	179,730	165,340	178,000	178,000
Interest-LAIF 93-860-37-3701	4,381	3,500	700	500	500
Interest-Securities 93-860-37-3702	-	-	1,500	-	-
Interest-Others 93-860-37-3703	-	-	-	-	-
Loan Repayment 93-870-38-3823	-	-	-	-	-
Program Income 93-870-38-3824	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>166,586</b>	<b>183,230</b>	<b>167,540</b>	<b>178,500</b>	<b>178,500</b>
<b><u>DEBT SERVICE FUND</u></b>					
Tax Increment 96-810-32-3212	648,819	718,930	661,360	712,000	712,000
Interest-LAIF 96-860-37-3701	734	200	100	220	220
Interest-Securities 96-860-37-3702	-	-	-	-	-
Interest-Others 96-860-37-3703	-	-	-	-	-
OFS-Bond Issuance 96-880-39-3901	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>649,553</b>	<b>719,130</b>	<b>661,460</b>	<b>712,220</b>	<b>712,220</b>

TEMPLE CITY REDEVELOPMENT AGENCY

ADOPTED BUDGET

FY 2011-2013

DEPARTMENT: REDEVELOPMENT AGENCY

DIVISION: REDEVELOPMENT AGENCY

PROGRAM: PROJECT IMPLEMENTATION

ACCOUNT NO: 91-910-91

**DESCRIPTION**

The Temple City Redevelopment Agency was founded in 1972 and is responsible for revitalization activities in the Rosemead Blvd. Project Area. The Agency uses funds, known as tax increment, to build infrastructure, finance public projects and support private development.

**FUNCTIONS**

1. Work with individual property owners to encourage lot consolidation and new commercial development as opportunities present themselves.
2. Formulate and implement strategies for eliminating blight conditions while maximizing economic benefit.
3. Seek new business opportunities and facilitate improvements to further strengthen and upgrade existing commercial shopping centers.

**TEMPLE CITY REDEVELOPMENT AGENCY**

**ADOPTED BUDGET**

· FY 2011-2013

**DEPARTMENT: REDEVELOPMENT AGENCY**

**DIVISION: REDEVELOPMENT AGENCY**

**PROGRAM: PROJECT IMPLEMENTATION**

**ACCOUNT NO: 91-910-91**

**SUMMARY OF EXPENDITURES**

	<b>ACTUAL 2009-10</b>	<b>ADOPTED 2010-11</b>	<b>ESTIMATED 2010-11</b>	<b>ADOPTED 2011-12</b>	<b>PROPOSED 2012-13</b>
<b>PERSONNEL</b>	-	-	-	-	-
<b>OPERATING EXPENSES</b>	450,814	1,526,480	512,630	1,442,305	349,085
<b>CAPITAL OUTLAY</b>	357	4,300	4,000	450	675
<b>TOTAL</b>	<b>451,171</b>	<b>1,530,780</b>	<b>516,630</b>	<b>1,442,755</b>	<b>349,760</b>

**FUNDING SOURCE**

Temple City Redevelopment Agency	FY 2011-12	1,442,755
(Capital Project Fund)	FY 2012-13	349,760

TEMPLE CITY REDEVELOPMENT AGENCY

ADOPTED BUDGET

FY 2011-2013

DEPARTMENT: REDEVELOPMENT AGENCY

DIVISION: REDEVELOPMENT AGENCY

PROGRAM: PROJECT IMPLEMENTATION

ACCOUNT NO: 91-910-91

PERSONNEL SUMMARY

FULL TIME POSITIONS

None.

PART TIME POSITIONS

None.

*Note : The Agency partially funds identified city staff positions; refer to Acct. 4960 - Administrative Charges.*

ACCOUNT MODIFICATIONS

Acct

Acct. 4231 - Adjustment (+) from proper budget line item reorganization and new projects (identified on detail).

Acct. 4233 - Adjustment (+) in auditing service costs.

Acct. 4243 - Eliminated allocation; was budgeted for the former Piazza project.

Acct. 4244 - Adjustment (+) for additional and project-specific legal reviews.

Acct. 4248 - Eliminated allocation; project complete.

Acct. 4279 - N. CRA funding portion of the City's Capital Improvement Project for the Rosemead Boulevard Project

Acct. 4410 - Adjustment (+) for added and project-specific community meetings.

Acct. 4445 - Adjustment (+) for required and project-specific noticing.

Acct. 4465 - Adjustment (-) reflects actual need.

Acct. 4470 - Adjustment (+) for required and project-related public notices.

Acct. 4490 - Adjustment (+) for Agency Board and staff capacity building.

Acct. 4830 - Eliminated allocation; was budgeted for eLMS software program.

Acct. 4950 - Eliminated allocation; was budgeted for final SERAF payment (FY 10-11).

Acct. 4960 - Adjustment (-) reflects personnel assigned to manage and administer new projects and components.

Acct. 4920 - Adjustment (-) reflects low interest rate.

**TEMPLE CITY REDEVELOPMENT AGENCY**

**ADOPTED BUDGET**

**FY 2011-2013**

**DEPARTMENT: REDEVELOPMENT AGENCY**

**DIVISION: REDEVELOPMENT AGENCY**

**PROGRAM: PROJECT IMPLEMENTATION**

**ACCOUNT NO: 91-910-91**

**EXPENDITURE DETAIL**

<b>ACCT. NO.</b>	<b>ACTIVITY</b>	<b>ACTUAL 2009-10</b>	<b>ADOPTED 2010-11</b>	<b>ESTIMATED 2010-11</b>	<b>ADOPTED 2011-12</b>	<b>PROPOSED 2012-13</b>
	<b>PERSONNEL</b>	-	-	-	-	-
	<b>TOTAL PERSONNEL</b>	-	-	-	-	-
	<b>OPERATING EXPENSE</b>					
4231	Prv/Spc Contract Services	12,626	150,000	100,000	164,000	114,000
4233	Audit Services	816	800	840	1,000	1,000
4243	Special Counsel	59,031	50,000	45,000	-	-
4244	Legal Services	5,873	15,000	6,415	60,000	55,000
4248	Area Studies	1,600	35,000	-	-	-
4279	Project Development	-	955,000	75,000	1,040,000	-
4410	Meeting Expense	590	200	200	400	400
4425	Memberships/Subscriptions	1,900	1,900	1,900	1,900	1,900
4430	City Messaging & Communication	-	20,000	1,000	-	-
4445	Printing & Postage	-	500	500	5,500	5,500
4465	Special Dept. Supplies	-	1,500	1,000	500	500
4470	Classified Advertising	-	1,300	1,000	4,000	2,500
4480	Bank Charges	730	800	800	800	800
4490	Training	250	1,000	1,000	2,000	2,000
4830	Office Equipment	-	10,000	10,000	-	-
4950	ERAF Expenditures	264,128	67,910	67,975	-	-
4960	Administrative Charges	103,270	215,570	200,000	162,205	165,485
	<b>TOTAL OPERATING EXP</b>	<b>450,814</b>	<b>1,526,480</b>	<b>512,630</b>	<b>1,442,305</b>	<b>349,085</b>
	<b>CAPITAL OUTLAY</b>					
4920	Interest Expense	357	4,300	4,000	450	675
	<b>TOTAL CAP OUTLAY</b>	<b>357</b>	<b>4,300</b>	<b>4,000</b>	<b>450</b>	<b>675</b>
	<b>TOTAL PROGRAM</b>	<b>451,171</b>	<b>1,530,780</b>	<b>516,630</b>	<b>1,442,755</b>	<b>349,760</b>

TEMPLE CITY REDEVELOPMENT AGENCY

ADOPTED BUDGET

FY 2011-2013

DEPARTMENT: REDEVELOPMENT AGENCY

DIVISION: REDEVELOPMENT AGENCY

PROGRAM: HOUSING

ACCOUNT NO: 93-930-93

**DESCRIPTION**

California Redevelopment Law and Planning and Development Law mandate that cities develop housing programs to address the needs of special population groups. Specifically, cities and redevelopment agencies are required to devise and maintain housing programs and plans to provide for the production, maintenance and preservation of housing.

The Agency is currently updating its housing program through an affordable housing strategy. Those findings, along with funding recommendations, will be presented in January 2012.

**FUNCTIONS**

1. Complete the affordable housing strategy and carry out identified programs.
2. Devise a feasible strategy for utilizing available Bond Proceeds which have been earmarked for housing.
3. Prepare required annual housing reports to the State Department of Housing and Community Development.
4. Assist in promoting and implementing County housing assistance programs.

**TEMPLE CITY REDEVELOPMENT AGENCY**

**ADOPTED BUDGET**

FY 2011-2013

DEPARTMENT: REDEVELOPMENT AGENCY

DIVISION: REDEVELOPMENT AGENCY

PROGRAM: HOUSING

ACCOUNT NO: 93-930-93

**SUMMARY OF EXPENDITURES**

	<b>ACTUAL 2009-10</b>	<b>ADOPTED 2010-11</b>	<b>ESTIMATED 2010-11</b>	<b>ADOPTED 2011-12</b>	<b>PROPOSED 2012-13</b>
<b>PERSONNEL</b>	-	-	-	-	-
<b>OPERATING EXPENSES</b>	285,160	218,030	50,690	46,160	13,660
<b>CAPITAL OUTLAY</b>	123,944	124,420	124,115	123,270	123,390
<b>TOTAL</b>	<b>409,104</b>	<b>342,450</b>	<b>174,805</b>	<b>169,430</b>	<b>137,050</b>

**FUNDING SOURCE**

Temple City Redevelopment Agency	FY 2011-12	169,430
(Low & Moderate Housing Fund)	FY 2012-13	137,050

TEMPLE CITY REDEVELOPMENT AGENCY

ADOPTED BUDGET

FY 2011-2013

DEPARTMENT: REDEVELOPMENT AGENCY

DIVISION: REDEVELOPMENT AGENCY

PROGRAM: HOUSING

ACCOUNT NO: 93-930-93

PERSONNEL SUMMARY

FULL TIME POSITIONS

None.

PART TIME POSITIONS

None.

*Note : The Agency partially funds identified city staff positions; refer to Acct. 4960 - Administrative Charges.*

ACCOUNT MODIFICATIONS

Acct

Acct. 4231 - Added new line item for professional services (i.e. affordable housing strategy).

Acct. 4233 - Adjustment (+) in auditing service costs.

Acct. 4244 - Adjustment (+) for additional and project-specific legal reviews.

Acct. 4405 - Eliminated allocation.

Acct. 4445 - Eliminated allocation.

Acct. 4490 - Adjustment (+) for Agency Board and staff capacity building.

Acct. 4920 - Adjustment (-) reflects low interest rate.

Acct. 4934 - Eliminated allocation; program under review.

Acct. 4935 - Eliminated allocation; program under review.

Acct. 4960 - Adjustment (-) reflects personnel assigned to manage and administer new projects and components.

**TEMPLE CITY REDEVELOPMENT AGENCY**

**ADOPTED BUDGET**

**FY 2011-2013**

**DEPARTMENT: REDEVELOPMENT AGENCY**

**DIVISION: REDEVELOPMENT AGENCY**

**PROGRAM: HOUSING**

**ACCOUNT NO: 93-930-93**

**EXPENDITURE DETAIL**

<b>ACCT. NO.</b>	<b>ACTIVITY</b>	<b>ACTUAL 2009-10</b>	<b>ADOPTED 2010-11</b>	<b>ESTIMATED 2010-11</b>	<b>ADOPTED 2011-12</b>	<b>PROPOSED 2012-13</b>
	<b>PERSONNEL</b>	-	-	-	-	-
	<b>TOTAL PERSONNEL</b>	-	-		-	-
	<b>OPERATING EXPENSE</b>					
4231	Professional Services	-	-	-	25,000	-
4233	Audit Services	445	500	450	750	750
4244	Legal Services	833	2,500	1,500	10,000	2,500
4405	Mileage Reimbursement	-	50	-	-	-
4410	Meeting Expense	-	100	50	100	100
4445	Printing	-	200	150	-	-
4465	Special Dept Supplies	117	300	250	200	200
4490	Training	-	500	400	500	500
4932	Loan/Grants-Misc Expense	100	-	-	-	-
4934	Brush with Kindness	-	50,000	24,010	-	-
4935	Housing Rehab Grants	249,020	150,000	10,000	-	-
4960	Administrative Charges	34,645	13,880	13,880	9,610	9,610
	<b>TOTAL OPERATING EXP</b>	<b>285,160</b>	<b>218,030</b>	<b>50,690</b>	<b>46,160</b>	<b>13,660</b>
	<b>CAPITAL OUTLAY</b>					
4910	Principal Reduction	59,000	61,000	61,000	63,000	66,000
4915	Bond Interest Expense	64,808	62,620	62,615	60,220	57,315
4920	Interest Expense	136	800	500	50	75
	<b>TOTAL CAP OUTLAY</b>	<b>123,944</b>	<b>124,420</b>	<b>124,115</b>	<b>123,270</b>	<b>123,390</b>
	<b>TOTAL PROGRAM</b>	<b>409,104</b>	<b>342,450</b>	<b>174,805</b>	<b>169,430</b>	<b>137,050</b>

TEMPLE CITY REDEVELOPMENT AGENCY

ADOPTED BUDGET

FY 2011-2013

DEPARTMENT: REDEVELOPMENT AGENCY

DIVISION: REDEVELOPMENT AGENCY

PROGRAM: DEBT SERVICE

ACCOUNT NO: 96-960-96

**DESCRIPTION**

The Debt Service Fund accounts for tax increment revenues and bond proceeds required to be set aside for future debt service. The fund is used to repay principal and interest on indebtedness of the Agency.

**FUNCTIONS**

1. Provide repayment of principal and interest indebtedness of the Agency.
2. Conduct the necessary annual audit and other operating functions.

**TEMPLE CITY REDEVELOPMENT AGENCY**

**ADOPTED BUDGET**

**FY 2011-2013**

**DEPARTMENT: REDEVELOPMENT AGENCY**

**DIVISION: REDEVELOPMENT AGENCY**

**PROGRAM: DEBT SERVICE**

**ACCOUNT NO: 96-960-96**

**SUMMARY OF EXPENDITURES**

	<b>ACTUAL 2009-10</b>	<b>ADOPTED 2010-11</b>	<b>ESTIMATED 2010-11</b>	<b>ADOPTED 2011-12</b>	<b>PROPOSED 2012-13</b>
<b>PERSONNEL</b>	-	-	-	-	-
<b>OPERATING EXPENSES</b>	136,653	73,250	66,450	72,150	73,250
<b>CAPITAL OUTLAY</b>	623,122	616,125	615,370	606,780	600,165
<b>TOTAL</b>	<b>759,775</b>	<b>689,375</b>	<b>681,820</b>	<b>678,930</b>	<b>673,415</b>

**FUNDING SOURCE**

Temple City Redevelopment Agency	FY 2011-12	678,930
(Debt Service Fund)	FY 2012-13	673,415

TEMPLE CITY REDEVELOPMENT AGENCY

ADOPTED BUDGET

FY 2010-2011

DEPARTMENT: REDEVELOPMENT AGENCY

DIVISION: REDEVELOPMENT AGENCY

PROGRAM: DEBT SERVICE

ACCOUNT NO: 96-960-96

PERSONNEL SUMMARY

FULL TIME POSITIONS

None

PART TIME POSITIONS

None

ACCOUNT MODIFICATIONS

**TEMPLE CITY REDEVELOPMENT AGENCY**

**ADOPTED BUDGET**

**FY 2011-2013**

**DEPARTMENT: REDEVELOPMENT AGENCY**

**DIVISION: REDEVELOPMENT AGENCY**

**PROGRAM: DEBT SERVICE**

**ACCOUNT NO: 96-960-96**

**EXPENDITURE DETAIL**

<b>ACCT. NO.</b>	<b>ACTIVITY</b>	<b>ACTUAL 2009-10</b>	<b>ADOPTED 2010-11</b>	<b>ESTIMATED 2010-11</b>	<b>ADOPTED 2011-12</b>	<b>PROPOSED 2012-13</b>
	<b>PERSONNEL</b>	-	-	-	-	-
	<b>TOTAL PERSONNEL</b>	-	-		-	-
	<b>OPERATING EXPENSE</b>					
4232	Revenue Audit Services	2,500	2,500	2,200	2,400	2,500
4233	Audit Services	8,709	9,000	8,500	9,000	9,000
4483	Fiscal Agent Fees	4,344	4,750	4,750	4,750	4,750
4484	Pass Through Fees	40,046	40,000	35,000	40,000	40,000
4950	ERAF Expenditures	66,032	-	-	-	-
4960	Adminstrative Charges	15,022	17,000	16,000	16,000	17,000
	<b>TOTAL OPERATING EXP</b>	<b>136,653</b>	<b>73,250</b>	<b>66,450</b>	<b>72,150</b>	<b>73,250</b>
	<b>CAPITAL OUTLAY</b>					
4910	Principal Reduction	236,000	244,000	244,000	252,000	264,000
4915	Bond Interest Expense	259,233	251,235	250,470	240,880	229,265
4925	Accrued Interest Expense	127,889	120,890	120,900	113,900	106,900
	<b>TOTAL CAP OUTLAY</b>	<b>623,122</b>	<b>616,125</b>	<b>615,370</b>	<b>606,780</b>	<b>600,165</b>
	<b>TOTAL PROGRAM</b>	<b>759,775</b>	<b>689,375</b>	<b>681,820</b>	<b>678,930</b>	<b>673,415</b>

TEMPLE CITY FINANCING AUTHORITY  
ADOPTED BUDGET  
FY 2011 - 2013

**TEMPLE CITY  
FINANCING  
AUTHORITY**

**TEMPLE CITY FINANCING AUTHORITY**

**ADOPTED BUDGET**

**FY 2011-2013**

**DEPARTMENT: FINANCING AUTHORITY**

**DIVISION: FINANCING AUTHORITY**

**PROGRAM: FINANCING AUTHORITY**

**ACCOUNT NO: 90-900-90**

**DESCRIPTION**

The Temple City Financing Authority was created in 1993 for the purpose of providing financing for public capital improvements and other local debt obligations pursuant to the California Government Code (commencing with Section 6500). The Financing Authority issued 1993 Revenue Bonds to provide a loan to the Temple City Community Redevelopment Agency to refund outstanding Parking Lease Revenue Bonds; repay certain Agency debt obligations including those between the Agency and the City of Temple City; and fund the low and moderate income housing activities of the Agency. The Agency paid off the 1993 Revenue Bonds from refinancing with the 2005 Revenue Bonds in Fiscal Year 2005-2006.

**FUNCTIONS**

1. Provide debt service for the 2005 Revenue Bonds from funds the Authority received pursuant to the Loan Agreement with the Temple City Community Redevelopment Agency.
2. Conduct necessary audit and other operating functions pursuant to the 2005 Revenue Bonds and the Loan Agreement.

**TEMPLE CITY FINANCING AUTHORITY**

**ADOPTED BUDGET**

**FY 2011-2013**

**DEPARTMENT: FINANCING AUTHORITY**

**DIVISION: FINANCING AUTHORITY**

**PROGRAM: FINANCING AUTHORITY**

**ACCOUNT NO: 90-900-90**

**SUMMARY OF EXPENDITURES**

	<b>ACTUAL 2009-10</b>	<b>ADOPTED 2010-11</b>	<b>ESTIMATED 2010-11</b>	<b>ADOPTED 2011-12</b>	<b>PROPOSED 2012-13</b>
<b>PERSONNEL</b>	-	-		-	-
<b>OPERATING EXPENSES</b>	5,853	6,350	6,300	6,450	6,450
<b>CAPITAL OUTLAY</b>	619,041	618,855	618,085	616,100	616,580
<b>TOTAL</b>	<b>624,894</b>	<b>625,205</b>	<b>624,385</b>	<b>622,550</b>	<b>623,030</b>

**FUNDING SOURCE**

(\$622,550 to be provided by the Temple City Community Redevelopment Agency for bond payment and operating expenditures pursuant to The Loan Agreement between the Authority and the Agency for FY 2011-12).

(\$623,030 to be provided by the Temple City Community Redevelopment Agency for bond payment and operating expenditures pursuant to The Loan Agreement between the Authority and the Agency for FY 2012-13).

TEMPLE CITY FINANCING AUTHORITY

ADOPTED BUDGET

FY 2011-2013

DEPARTMENT: FINANCING AUTHORITY

DIVISION: FINANCING AUTHORITY

PROGRAM: FINANCING AUTHORITY

ACCOUNT NO: 90-900-90

PERSONNEL SUMMARY

FULL TIME POSITIONS

None

PART TIME POSITIONS

None

ACCOUNT MODIFICATIONS

**TEMPLE CITY FINANCING AUTHORITY**

**ADOPTED BUDGET**

FY 2011-2013

DEPARTMENT: FINANCING AUTHORITY

DIVISION: FINANCING AUTHORITY

PROGRAM: FINANCING AUTHORITY

ACCOUNT NO: 90-900-90

**EXPENDITURE DETAIL**

ACCT. NO.	ACTIVITY	ACTUAL 2009-10	ADOPTED 2010-11	ESTIMATED 2010-11	ADOPTED 2011-12	PROPOSED 2012-13
	<b>PERSONNEL</b>	-	-	-	-	
	<b>TOTAL PERSONNEL</b>	-	-	-	-	-
	<b>OPERATING EXPENSE</b>					
4233	Audit Services	1,509	1,600	1,550	1,700	1,700
4483	Fiscal Agent Fees	4,344	4,750	4,750	4,750	4,750
	<b>TOTAL OPERATING EXP</b>	<b>5,853</b>	<b>6,350</b>	<b>6,300</b>	<b>6,450</b>	<b>6,450</b>
	<b>CAPITAL OUTLAY</b>					
4916	Bond Amortization	619,041	618,855	618,085	616,100	616,580
	<b>TOTAL CAP OUTLAY</b>	<b>619,041</b>	<b>618,855</b>	<b>618,085</b>	<b>616,100</b>	<b>616,580</b>
	<b>TOTAL PROGRAM</b>	<b>624,894</b>	<b>625,205</b>	<b>624,385</b>	<b>622,550</b>	<b>623,030</b>