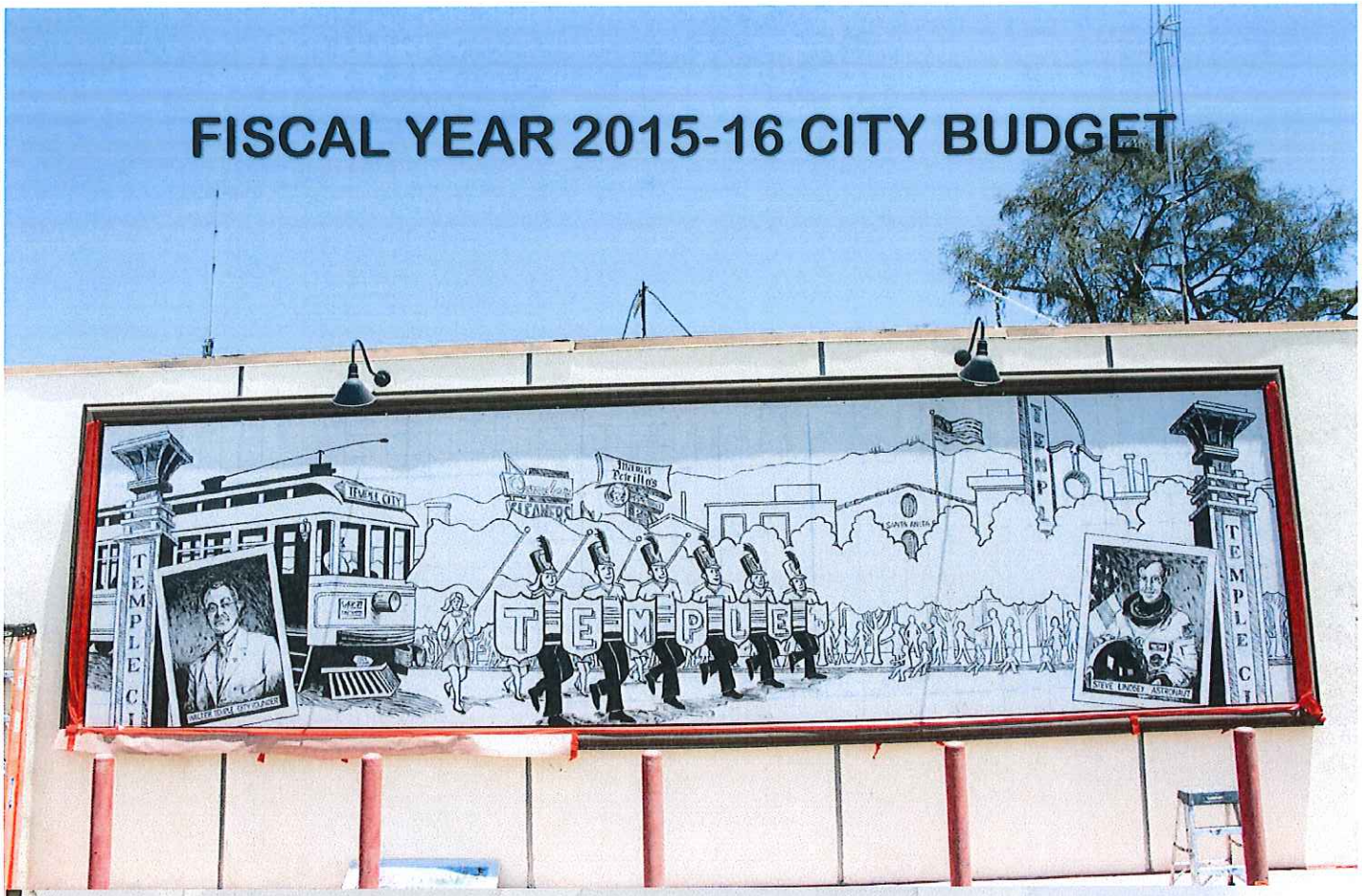
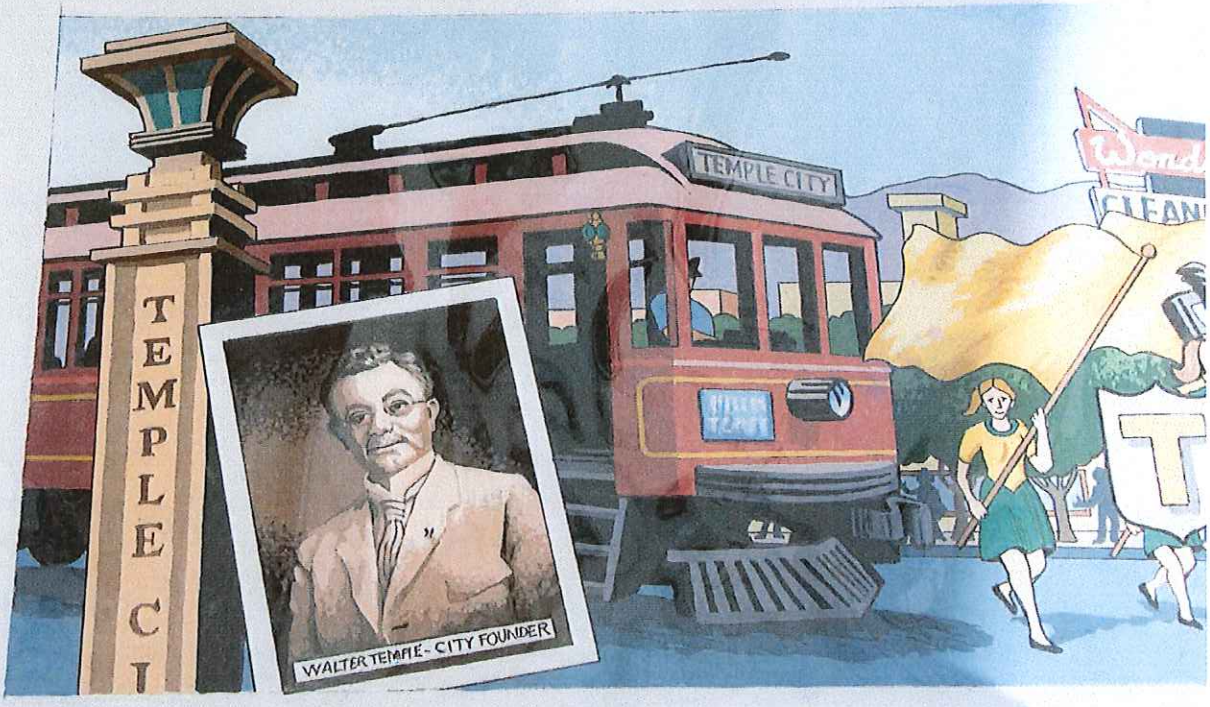
FISCAL YEAR 2015-16 CITY BUDGET





CITY OF TEMPLE CITY – 9701 LAS TUNAS DRIVE, TEMPLE CITY, CA 91780 (626) 285-2171 INFO@TEMPLECITY.US

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

TOM CHAVEZ
Mayor

VINCENT YU
Mayor Pro Tem

NANETTE FISH
Councilmember

WILLIAM MAN
Councilmember

CYNTHIA STERNQUIST
Councilmember

BRYAN COOK
City Manager

TRACEY L. HAUSE
Administrative Services Director
City Treasurer

LEE MA
Accountant

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CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 201S-2016

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9701 LAS TUNAS DRIVE • TEMPLE CITY • CALIFORNIA 91780-2249 • (626) 285-2171

July 14, 2015

Honorable Mayor and City Council:

We present to the City Council the Adopted Fiscal Year (FY) 2015-16 City Budget, which serves as the guiding document for the delivery of services for Temple City. This year's budget provided both a unique challenge and an opportunity.

As presented during the introduction of the 5-year budget forecasting tool it was anticipated that the City was going to see a structural (or operating) deficit in the General Fund in FY 2015-16, the forecasting model not only turned out to be true, but due to several other factors, the initial deficit was about 1.7% of the City's General Fund, approximately $239,000.

Therefore, this year's budget process required that City staff examine the service levels provided to the community making proposed adjustments in the least obtrusive and least disruptive manner possible, while still delivering a level of service that this community expects and deserves. This effort to close the deficit included, eliminating several vacant positions, adjustments in funding for new or mandated expenses, and other operational adjustments.

To briefly illustrate this challenge faced consider two key factors, General Fund operational revenue is projected to increase 1.6%, and General Fund operational expenses increased by 2.1% (which includes eliminating staff and other operational costs reductions.

This budget is not entirely, but somewhat dependent, on the prosperous residential real estate market and residential development fees. While the revenues remain consistent for the last couple of years, if the residential real estate market and associated activities decline, further adjustments will be necessary at mid-year.

The question is always raised during budget time: "Is your budget balanced?" the answer to this question is not as straightforward as it first appears. For this proposed budget, basic operational revenues slightly (by $72,270 or less than 1%) exceed operational expenditures. But if you count replacement costs and other long-term liabilities (funding

for the deprecation of City assets, i.e., roads, buildings, vehicles, etc.), the City is in a long-term financial deficit. Temple City is not an anomaly in having long-term financial challenges, but luckily being a contract city we have the flexibility to constructively address issues both in the short term and the long-term.

In order to balance a budget, there are six key areas in which to draw from: 1) Labor and Operational Costs, 2) Use of One-Time Funds (Deficit Spending), 3) Internal Efficiencies, 4) Service Reductions, 5) Revenue Increases, 6) Improvement in the Local Economy/Economic Development. These areas are challenging to tackle, because some of these factors are controllable, and some are not, for example, the City does not control CalPERS rates, revenue increases are limited, and the use of one-time-funds should not be used for on-going expenses. Economic Development is a longer term endeavor whereas increases in revenue develop over years and not in a single budget cycle. Staff has done a great job in making prudent budgetary requests with a $57,000 reduction in controllable operational costs than in the prior year.

The following summary highlights major elements of the proposed FY 2015-16 City Budget. These items summarize several of major changes and key initiatives included in the document:

GENERAL FUND:

Appropriations are 2.1% more than the prior fiscal year; primary components of increases include:

- Increase in salary and benefits of $79,000 as a result of the implementation of the Temple City Employees Association's (TCEA) Memorandum of Understanding (MOU);
- Increase in CalPERS costs of $90,000 due to increase in rates;
- Increase in the law enforcement budget of $147,000, including $50,000 for targeted traffic enforcement and $97,000 of overhead increases the Los Angeles Sherriff's Department passed on to cities in Los Angeles County who contract for law enforcement services;
- Increases in liability and workers' compensation premiums of $93,000;
- Contracted services for Planning and Building services (reimbursable) in the amount of $55,000;
- Estimated salary and benefit increase for unrepresented employees (Management and Part-Time) in the amount of $70,000;
- Adjustment in previous use of funding sources resulting in a revenue loss of $198,000; and
- Reduction in allocation of $25,000 in parks maintenance grant.

Decreases include:

- Reduction in election budget of $80,000[1];
- Eliminating the Public Safety and Services Manager position in the amount of $141,000;
- Eliminating the part-time Management Analyst and Intern positions in the Communications Office for a savings of $75,000;
- Eliminating the part-time Management Analyst position in Community Development Department for a savings of $58,000; and
- Other operating reductions of $57,000.

Alternative funding for NDPES (storm water) activities in the amount of $126,000 was explored (through Sewer Construction and State Gas Tax) however staff is not recommending the use of these funding sources. As a result, this program remains funded by the General Fund.

Equipment and capital expenditures are being funded from Undesignated Fund Balance.

Projects funded from Reserves include:

- City Clerk – Citywide Document Imaging ($13,000 – Technology Replacement);
- Community Development – General Plan ($1,311,190 – Economic Development)[2];
- Community Development – Sign Code Update ($14,860 – One Time Expenditures);
- 5800 Temple City Boulevard ($90,000 – One Time Expenditures); and
- Community Development – Business License Software Upgrade ($40,000 – One-Time Expenditures).

OTHER FUNDS:

Gas Tax - The significant downturn in Gas Tax subventions (approximately 20%) for FY 2015-16 from the prior year is largely due to falling gasoline prices and reduced consumption as well as "true ups" under the fuel tax swap system.[3] Consequently as

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[1] Appropriations for Election services will need to be included in FY 2016-17 City Budget.

[2] The General Plan's Scope of Work is recommended to be modified requiring an additional $162,300. Staff will return to the City Council in July 2015 with a proposed amendment to the contract.

[3] The Fuel Tax Swap of 2011 eliminated the state sales and use tax on gasoline and instead established a variable per gallon rate. This allowed the Legislature to get around limitations in the state constitution regarding the use of the state's portion of these transportation funds. As a result, the Legislature was able to use transportation fuel tax revenues to pay state transportation debt service, relieving the state general fund of those costs. The local funds from this "swap rate" are allocated under Section 2103 of the Streets and Highways code.

revenues fall, the entire decline impacts the subsequent allocations to cities, counties and the state highway program. This magnifies the ups and downs of revenue upon those allocations and has resulted in those allocations receiving substantially less revenue than they would have received had the 2010 swap not been enacted.

As a result, activities for the Pavement Management Program have been scaled back as the City will be receiving approximately $200,000 less gas tax revenues next year. Funding in the amount of $614,000 is recommended to be re-appropriated from the FY 2014-15 City Budget for planned pavement management activities that were not completed in this fiscal year.

STRATEGIC PLAN:

Staff has included as an attachment to this year's budget, the tasks of the Implementation Plan of the Strategic Plan that are being addressed in this proposed spending plan. Staff identified those items within the Implementation Plan which could be achieved in the FY 2015-16, including on-going initiatives, one-time efforts and new initiatives. The Implementation Plan and tasks will be revised at mid-year and will help set the budget priorities for FY 2016-17 as a benchmarking tool to evaluate the effectiveness of our programs and services.

ISSUES TO BE DISCUSSED THROUGHOUT UPCOMING FISCAL YEAR:

- Joint Labor Management Committee (JLMC) addressing Compensation Philosophy – The City agreed as part of the MOU with TCEA to a JLMC for the purpose of discussing compensation philosophy. As part of those discussions, the City will be considering retention of employees, ability to recruit, internal equity, budget capacity, compensation structure and organizational capacity.

- Pavement Management Plan – The Pavement Management Plan is intended to be a multi-year guideline for funding improvements to the City's street infrastructure. Each year as part of the City Budget process, annual improvements will be considered depending on available resources. Over the course of the next year, the City will be looking at long-term financial methods to begin the process of addressing this capital demand.

- Las Tunas Drive – Staff is continuing to work on a revised conceptual design for proposed enhancements to Las Tunas Drive based on community input and City Council's direction.

- Fiscal Health Diagnostic Tool and Priority Based Budget – The City enacted a critical component of Priority Based Budgeting with the five year for forecasting tool; this will be a tool used during the mid-year budget review and planning for the FY 2016-17 City Budget. This continuous and rolling forecast tool allows the City to better predict the impact of budget adjustments and plan for the future.

The FY 2015-16 City Budget was prepared through combined hard cork by members of City staff. We would also like to thank the City Council for their continued support and interest in planning and conducting the financial operations of the City in a responsible and progressive manner. This City Budget addresses community needs while recognizing the on-going issues facing not only Temple City, but the region and the State of California. Our long term outlook at the financial capacity will help us constructively address issues into the future.

Sincerely,

Bryan Cook
City Manager

Tracey L. Hause
Administrative Services Director

IMPLEMENTATION PLAN MATRIX

Program/ Priority	Strategic Plan Goal	Status (O-Ongoing; E-Enhancement; N-New)	Task Priority (A - 1st, B - 2nd; C - 3rd)	Objective	Estimated Budget	Potential Funding Source	Target Completion Date	Staff (L-lead; S-support)	Status Update
		On Target/ In Progress On Hold Complete Ongoing							
Communications Plan (Top Priority)	GG; CEC	O	A	Continue quarterly publication of Connect Magazine	Operations	General Fund & Special TBD	2015	L - Management Services	
		O	A	Continue annual programming and oversight of Citizens Academy					
		O	A	Continue regular postings on the City's social media sites					
		O	A	Continue quarterly ad placements on the City's cable scroll					
		O	A	Continue quarterly ad placements on the Rosemead Blvd. digital billboard					
		E	A	Continue as-needed development and implementation of special civic engagement initiatives					
		O	A	Continue as-needed coordination with local media outlets					
		O	A	Continue oversight of cable channel, radio station, Connect-CTY and Nixle					
		E	A	Continue to review and improve the City website					
		N	A	Evaluate the addition of a Leadership Program for residents					Evaluation of staffing available to do an additional program.
Economic Development - Business Promotion and Public Information Services (Top Priority)	GG; QL; ED; CEC	N	A	Utilize the San Gabriel Valley Economic Partnership for various economic development services (e.g., business visitation efforts, collection of market data, understanding regional presence)	TBD	General Fund & Special TBD	2014	L - Management Services; S-Community Development	
		O	A	Engage a consultant to act as the economic development coordinator for the City and in coordination with the Chamber of Commerce	TBD	Economic Development Reserves	2015		Staff has prepared an RFP for on-call economic development Consulting Services and will utilize consultants as-needed.
		E	A	Enact citywide business visitation program that assesses local business conditions and collects information for future policy consideration	TBD	General Fund & Special TBD	2015		Staff has been actively meeting with businesses that capture the highest sales tax. Staff will draft a memo with a 6 month overview.
		E	A	Initiate specific dialogue with the Las Tunas business community that communicates scope and impact of the upcoming Las Tunas Streetscape and Enhancement Project	TBD	General Fund & Special TBD	2015		Initatiation of the dialouge will occur after staff recieves Council direction on the Las Tunas Project.
		E	A	Continue active Community Preservation efforts	TBD	General Fund	2015		Evaluation of a modified FASE program is needed due to available staffing.
		E	A	Review and update Sign Ordinance	TBD	General Fund & Special TBD	2015		Sign Ordinance is being addressed as part of the General Plan Update.
		E	B	Identify future use of City Properties	TBD	General Fund & Special TBD	2015		Demolition of the 5800 Temple City Blvd. site is complete. City Council to provide final direction for use of property.
		N	A	Downtown Parking Plan: Establish a Downtown Parking Advisory Committee of elected and appointed officials, business owners and residents to develop a strategy and schedule	TBD	General Fund & Special TBD	2015		Implementationof Downtown Parking Plan is contingent upon plan for the Las Tunas Project. The Last Tunas Downtown Revitalization Standing Committee is meeting frequently and will set a plan for bringing a plan to City Council.
		E	B	Downtown Parking Plan: Update Downtown Parking Map	TBD	General Fund & Special TBD	2015		
		E	A	Introduce businesses and property owners to the national Main Street model for downtown revitalization	TBD	General Fund & Special TBD	2016		
		E	A	Evaluate technology upgrade opportunities (e.g., Citywide Wi-Fi)	TBD	General Fund & Special TBD	2016		
		N	C	Explore viability of possible establishment of a business improvement district (BID)	TBD	General Fund & Special TBD	2016		
		N	C	Downtown Parking Plan: Evaluate parking standards	TBD	General Fund & Special TBD	TBD		
		N	C	Downtown Parking Plan: Facilitate leasing private parking and allow shared parking between businesses/properties	TBD	General Fund & Special TBD	TBD		
		E	C	Downtown Parking Plan: Review striping of existing parking lots	TBD	General Fund & Special TBD	TBD		
		N	C	Downtown Parking Plan: Test angle parking along Temple City Boulevard	TBD	General Fund & Special TBD	TBD		
		N	C	Downtown Parking Plan: Test removal of parking stall delineations on Las Tunas Drive	TBD	General Fund & Special TBD	TBD		
		E	C	Downtown Parking Plan: Collect parking duration data to best determine how to refine time restrictions	TBD	General Fund & Special TBD	TBD		

STRATEGIC GOAL:
GG - Good Governance; PHS - Public Health Safety; QL - Quality of Life; SI - Sustainable Infrastructure;
ED - Economic Development; CEC - Citizen Education Communication

IMPLEMENTATION PLAN MATRIX

Program/ Priority	Strategic Plan Goal	Status (O-Ongoing; E-Enhancement; N-New)	Task Priority (A - 1st, B - 2nd; C - 3rd)	Objective	Estimated Budget	Potential Funding Source	Target Completion Date	Staff (L-lead; S-support)	Status Update
		E	C	Downtown Parking Plan: Install bike racks	TBD	General Fund & Special TBD	TBD		
		N	C	Downtown Parking Plan: Increase pedestrian walkways between parking lots and Las Tunas	TBD	General Fund & Special TBD	TBD		
		N	C	Downtown Parking Plan: Coordinate with businesses to establish pedestrian walking routes that are designed in topical themes, such as history, art or health	TBD	General Fund & Special TBD	TBD		
		N	C	Downtown Parking Plan: Provide informational kiosks with location of parking areas	TBD	General Fund & Special TBD	TBD		
		N	C	Downtown Parking Plan: Designate employee parking areas	TBD	General Fund & Special TBD	TBD		
		N	C	Downtown Parking Plan: Review in-lieu fee program	TBD	General Fund & Special TBD	TBD		
		N	C	Downtown Parking Plan: Test valet parking for downtown restaurants	TBD	General Fund & Special TBD	TBD		
		N	C	Downtown Parking Plan: Pursue funding opportunities to implement near-term and long-term recommendations	TBD	General Fund	TBD		
Water Conservation and Clean-up of Urban Runoff (Top Priority)	**SI**	N	A	Develop a Regional Board acceptable program	TBD	General Fund & Other State or Federal Funds	2015	L- Community Development	Staff and the Consultant John Hunter continue to work on the developing a program.
		N	A	Evaluate need, then solicit maintenance contract bids for installing and maintaining catch basin inserts and then install and set maintenance program	$ 30,000	General Fund & Special TBD	2016		This project is programed into the FY 2015-16 City Budget.
		O	A	Submit Rosemead Blvd. annual reports for 2012-13 and 2013-14	N/A	General Fund & Special TBD	2015		
		N	A	Pursue a sustainable funding source	TBD	TBD	TBD		
		N	A	Reduce Water consumption by a minimum of 10% Citywide	TBD	TBD	TBD		Staff has initiated meeting with various water companies to pursue a water conservation game plan. Steps to reduce water usuage at City parks include reduction of watering of lawns and fixing leaky faucets.

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IMPLEMENTATION PLAN MATRIX

Program/ Priority	Strategic Plan Goal	Status (O-Ongoing; E-Enhancement; N-New)	Task Priority (A - 1st, B - 2nd; C - 3rd)	Objective	Estimated Budget	Potential Funding Source	Target Completion Date	Staff (L-lead; S-support)	Status Update
General Plan (Top Priority)	GG; QL; ED; CEC	N	A	Conduct kick-off meeting and City tour	$ 1,300,000.00	Economic Development Reserves	2014	L - Community Development	
		N	A	Develop a Community Outreach Plan			2014		
		N	A	Develop a Make TC Happen web site			2014		
		N	A	Conduct Stakeholder interviews			2014		
		N	A	Establish General Plan Advisory Committee			2016		
		N	A	Conduct outreach at community events			2015		
		N	A	Create the Community Profile Document			2014		
		N	A	Create the Vision and Guiding Principles Document			2015		
		N	A	Create a Placemaking and Land Use Map			2015		
		N	A	Identify of Areas of Opportunity and Preservation			2014		
		N	A	Develop Alternatives, Build out Analysis, and Fiscal Assessment			2015		
		N	A	Create Land Use Map			2015		
		N	A	Develop the Draft General Plan			2016		
		N	A	Develop the Draft Las Tunas/Rosemead Specific Plan			2016		
		N	A	Achieve Environmental Clearance			2016		
		N	A	Conduct the Scoping Meeting			2015		
		N	A	Complete Draft Environmental Impact Report			2016		
		N	A	Complete response to comments and prepare Final Environmental Impact Report			2016		
		N	A	Initiate Zoning Code Update			2016		
		N	A	Conduct General Plan Consistency Analysis			2016		
		N	A	Complete Draft Zoning Code			2016		
		N	A	Conduct Hearings, Adoption, and Certification			2016		
		N	A	Prepare Final General Plan and Zoning Code Documents			2016		
		N	A	Recommendation for approval by City Council the Final General Plan and Zoning Code Documents at the Planning Commission Meeting(s)			2016		
		N	A	Adoption of the Final General Plan and Zoning Code Documents at the City Council Meeting(s)			2016		

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IMPLEMENTATION PLAN MATRIX

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Parks and Open Space Master Plan March 2014 (Top Priority)	PHS; QL	E	A	Develop a use agreement with Los Angeles Flood Control for development of trails and meet the need for walking and biking trails in Temple City		General Fund	2017	L - Parks and Recreation	Staff has received conceptual plans from LA County; next step would be to submit to Flood Control; City's Engineer should take over project at this point
		E	A	Continue to meet with TCUSD to develop and expand joint use agreement to use open space amenities	N/A	N/A	On-Going		City/TCUSD Working Group met on 4/30 to begin discussions
		O	A	Increase awareness and participation rates of programs and special event offerings among users and use data to make educated decision about program trends and future program offerings	TBD	General Fund	On-Going		
		O	A	Ensure future programs are aligned with market factors and community demographics	TBD	General Fund	On-Going		
		O	A	Evaluate programs that are offered by similar providers (i.e., church's basketball program)	N/A	N/A	On-Going		
		O	A	Track program age segments served and ensure a greater percentage of programs are offered for the aging population in Temple City	N/A	N/A	On-Going		
		O	A	Increase extent on customer feedback using a variety of online and on-site mediums including bilingual (English, Mandarin / Cantonese) methods (online surveys, lost customer surveys, "caught-in-the-act" surveys etc.)	N/A	N/A	On-Going		
		O	A	Conduct customer service training to ensure staff is focused on providing an outstanding guest experience and introduce diversity training to enhance the staff's ability to deal with a varied and multicultural audience in Temple City	N/A	N/A	On-Going		
		O	A	Continue to enhance focus on volunteerism and partnerships to minimize operating costs and maximize revenue potential	N/A	N/A	On-Going		
		O	A	Conduct annual customer surveys and communicate the results to all staff to identify positive or negative trends in customer responses and utilize customer input to improve and enhance offerings	N/A	N/A	On-Going		
		E	A	Prepare new Master Plans for Live Oak Park and Temple City Park	$ 35,000.00	General Fund	Spring 2015		Master Plan process is nearing completion; expect Commission approval in June/July; to City Council in July/August
		E	B	Undertake additional multi-lingual marketing through English and foreign language social media	N/A	N/A	2016		
		N	B	Add a smartphone customized website and also build an app, if possible	$ 5,000.00	General Fund	2016		
		O	B	Create greater consistency in program delivery, look and feel through system-wide standards to help build a strong brand awareness	N/A	N/A	On-Going		
		N	C	Explore and evaluate obtaining properties as identified in the Parks and Open Space Master Plan	TBD	General Fund Reserves/Grants	2016		
		N	C	Imitate Needs Analysis for alternate locations for City Maintenance Yard and develop plans and evaluate the potential for development and construction of new park space at old City Maintenance Yard	N/A	N/A	2016		
		E	C	Develop plans and complete development and construction of open space at the Primrose Avenue parking lots	TBD	TBD	2021		
		N	C	Develop plans and complete development and construction of new City Maintenance Yard	TBD	TBD	2021		
		E	C	Create a core program area – Fitness and Wellness targeting all ages	N/A	N/A	On-Going		
		E	C	Create a volunteer recognition program mirroring airline rewards programs	N/A	N/A	On-Going		
		N	C	Meet with private schools/churches to discuss possible use of property for park and open space development	N/A	N/A	On-Going		
		N	C	Utilize community partnerships and crowdfunding sources such as www.kickstarter.org or www.razoo.com to enhance financial support for existing or future offerings	N/A	N/A	On-Going		
		N	C	Continue expanding volunteer support through online platforms such as www.volunteermatch.org	N/A	N/A	On-Going		
		N	C	Incorporate parklets into the Las Tunas Drive improvements plans	To be determined with Las Tunas Project	State Gas Tax, Proposition A and C Assessment District	TBD		
		N	C	Develop plans for possible parking lot conversions behind business' on Las Tunas Drive	To be determined with Las Tunas Project	State Gas Tax, Proposition A and C Assessment District	TBD		
				Meet with Los Angeles County and Los Angeles Flood Control to discuss development of trails in Eaton Wash and Arcadia Wash	Complete				
				Change park rules to allow on-leash dog walking and add doggy waste stations	Complete				

STRATEGIC GOAL:
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ED - Economic Development; CEC - Citizen Education Communication

IMPLEMENTATION PLAN MATRIX

Program/ Priority	Strategic Plan Goal	Status (O-Ongoing; E-Enhancement; N-New)	Task Priority (A - 1st, B - 2nd; C - 3rd)	Objective	Estimated Budget	Potential Funding Source	Target Completion Date	Staff (L-lead; S-support)	Status Update
Pavement Management Plan October 2013 (Top Priority)	SI	O	A	Maintain City streets at a pavement condition index of level B	TBD	State Gas Tax, Proposition A and C Assessment District	On-Going	L - Community Development	
		O	A	Re-inspect all Arterial/Collector (FAU) routes over the next two years	TBD	State Gas Tax, Proposition A and C Assessment District	2017		
		O	A	Re-inspect all Local roads, including alleys over the following four years at a rate of approximately 25% of the streets every year	TBD	State Gas Tax, Proposition A and C Assessment District	2019		
		O	A	Maintain data files of pavement maintenance needs, performance, unit costs, and pavement deterioration models	TBD	Measure R	Annually		
		O	A	Redevelop pavement condition index (PCI) report every 2 years	TBD	Various Transportation Funds & Measure R Funds	Annually		
		O	A	Develop a schedule for re-inspection of alleys and sidewalks	TBD	Various Transportation Funds & Measure R Funds	Annually		
		O	A	Participate in an annual inspection and programing of liability by JPIA	TBD	Various Transportation Funds & Measure R Funds	Annually		
		E	A	Evaluate curb and gutter installation policy	TBD	Various Transportation Funds & Measure R Funds	2015		
		E	A	Install new street signs at commercial corridors and residential areas	TBD	Various Transportation Funds & Measure R Funds & General Fund	2016		
		E	A	Repaint house numbers on curbs	TBD	General Fund	2015		
		O	A	SR2S: Engage in on-going Community Education Programs in Partnership with TCUSD	N/A	N/A	On-Going		
		O	A	SR2S: Construct new curb ramps at numerous locations	N/A	N/A	N/A		
		O	A	SR2S: Add new and modernize existing crosswalks	N/A	N/A	N/A		
		O	A	SR2S: Increase signage	N/A	N/A	N/A		
		O	A	SR2S: Increase lighting	N/A	N/A	N/A		
		O	A	SR2S: Complete work approved until current Notice of Funds Available (NOFA)	N/A	N/A	N/A		
		O	A	SR2S: Continue to seek additional funds for education purposes	N/A	N/A	N/A		
		O	A	SR2S: Continue to explore funding for Safe Routes to School Program	N/A	N/A	On-Going		
Emergency Preparedness Program (Top Priority)	GG; PHS; QL	E	A	Identify staff training needs for basic SEMS/NIMS training and provide training for all staff needing training	Operations	General Fund	Completed	L - Community Development	
		O	A	Continue to review and assign staff to EOC positions to ensure that EOC is adequately staffed	Operations	General Fund	Completed		
		N	A	Develop layout of EOC in Civic Center building and identify furniture and equipment needs	Operations	General Fund	Completed		
		N	A	Procure furniture and basic equipment needed to outfit EOC	Operations	General Fund	Completed		
		O	A	Continue to provide position-specific EOC training for all staff (in progress)	Operations	General Fund	2015		
		E	A	Relocate radios and other equipment and supplies from old EOC location in library building to new location	Operations	General Fund	2015		
		N	A	Identify long-term EOC equipment and facilities needs including priorities and budget	Operations	General Fund	2015		
		E	A	Develop a long-term schedule of refresher training and EOC exercises	Operations	General Fund	2015		
		O	A	Continue providing CERT training to Temple City residents	Operations	General Fund	On-Going		
		O	A	Continue identifying and recruiting CERT graduates to participate in Advanced CERT program	Operations	General Fund	On-Going		
		O	A	Continue providing additional training for Advanced CERT members	Operations	General Fund	On-Going		
		N	A	Establish joint training and exercise opportunities for Advanced CERT and City staff	Operations	General Fund	2016/ongoing		
CDBG Program (Top Priority)	GG; QL; ED	O	A	Identify programs and projects that will provide most benefit to community and ensure that money is spent in a timely manner	Operations	General Fund	On-Going	L - Community Development	
		O	A	Continue to work with Los Angeles Community Development Commission (LACDC) to get programs and projects approved	Operations	General Fund	On-Going		
		O	A	Continue to work with CDBG consultant to promote programs and ensure they are being utilized to their full potential	Operations	General Fund	On-Going		
		O	A	Continue to work with LACDC to process payments and ensure that drawdown requirements are being met	Operations	General Fund	On-Going		

STRATEGIC GOAL:
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IMPLEMENTATION PLAN MATRIX

Program/ Priority	Strategic Plan Goal	Status (O-Ongoing; E-Enhancement; N-New)	Task Priority (A - 1st, B - 2nd; C - 3rd)	Objective	Estimated Budget	Potential Funding Source	Target Completion Date	Staff (L-lead; S-support)	Status Update
Bike Master Plan March 2011 (2nd Priority)	PHS; QL; SI	N	A	Support organized rides and cycling events; allow street closures	N/A	N/A	Staff - TBD	L - Community Development	
		O	A	Phase 2: 2013 to 2015 construction of proposed bikeways (p.39)	$ 205,000.00	BTA	2015		
		E	A	Phase 3: 2017 construction of proposed bikeways (p. 39)	$ 60,000.00	Grants	2017		
		E	A	Phase 3: 2018 construction of proposed bikeways (p.39)	$ 76,300.00	Grants	2018		
		E	A	Phase 3: 2019 construction of proposed bikeways (p.39)	$ 108,000.00	Grants	2019		
		N	A	Create an online presence about the Bike Master Plan and City amenities	N/A	N/A	Staff - TBD		
		O	A	Provide community updates regarding planned projects	N/A	N/A	Staff - TBD		
		N	A	Identify and secure funding to implement the Plan	N/A	N/A	Staff - TBD		
		E	A	Phase 3: 2016 construction of proposed bikeways (p.39)	$ 160,000.00	Grants			
		E	B	Complete regular updates of the Bicycle Master Plan to be competitive in grant funding	$ 30,000.00	General Fund/Grant	2016		
		E	B	Enact changes in City codes to encourage bikeway support facilities	N/A	N/A	2017		
		N	B	Develop a bicycle parking policy	N/A	N/A	2017		
		N	B	Provide bicycle education and undertake safety education campaigns	$ 25,000.00	General Fund/Grant	On-Going		
		O	B	Coordinate with developers to provide bicycle facilities that encourage biking and link to key destinations	N/A	N/A	Staff - TBD		
		E	B	Support the development of facilities that encourage new riders	N/A	N/A	Staff - TBD		
		N	B	Implement projects that improve the safety of bicyclists at key locations	N/A	N/A	Staff - TBD		
		E	B	Support traffic enforcement activities that increase bicyclist safety	N/A	N/A	Staff - TBD		
		O	B	Evaluate impacts on bicyclists when designing new or reconfiguring streets	N/A	N/A	Staff - TBD		
		O	B	Support Safe Routes to School efforts	N/A	N/A	Staff - TBD		
		E	C	Support training for the Los Angeles County Sheriff Department (LACSD)	N/A	N/A	Staff - TBD		
		E	C	Encourage bicycle commuting	N/A	N/A	Staff - TBD		
		N	C	Develop bikeway maps and way finding signage and striping	$ 50,000.00	General Fund/Grant	Staff - TBD		
		O	C	Support community involvement via citizen participation and stakeholder group	N/A	N/A	Staff - TBD		
Energy Action Plan November 2012 (2nd Priority)	SI	N	A	Meet a reduction of 20% of current energy usage for City facilities	TBD	General Fund & Special TBD	2018	L - Community Development	
		O	A	Facilitate implementation of policies and actions related to municipal operations. Table 18 of the EAP provides 18 policies that will be implemented by Community Development, Public Services, Parks and Recreation	TBD	General Fund & Grants	2015		
		N	A	Consider the formation of a new City Energy Commission	TBD	General Fund & Special TBD	2015		
		O	A	Conduct an annual review of electricity usage and associated GHG emissions	TBD	General Fund & Special TBD	2015		
		N	A	Prepare an annual progress report for review and consideration by the City Council	TBD	General Fund & Special TBD	2015		
		O	A	Integrate EAP initiatives into the City's General Plan and other appropriate policy documents	TBD	General Fund & Special TBD	2015		
		O	B	Pursue local, regional, state, and federal grants as appropriate to support implementation	TBD	General Fund & Special TBD	2015		
		N	B	Update the Plan to incorporate new technology, programs, and policies as available to achieve electricity efficiency	TBD	General Fund & Special TBD	2015		
		O	B	Consider updating and amending the Plan, as necessary, should Temple City find that policies and actions are not meeting the intended electricity reductions	TBD	General Fund & Special TBD	2015		
		O	B	When City resources are available, integrate the EAP into a comprehensive climate action plan or GHG reduction plan	TBD	General Fund & Special TBD	2015		
		O	B	Continue collaboration with the San Gabriel Valley Council of Governments (SGVCOG) and participation as an active member of the SGVEWP and the Energy, Environment, and Natural Resources Committee	TBD	General Fund & Special TBD	2015		
		O	B	Ensure implementation through the inclusion of policies and action in department budgets, the capital improvement program, and other plans as appropriate	TBD	General Fund & Special TBD	2015		
		O	B	Implement the identified policies, actions, and projects identified in this EAP. Demonstrate to SCE that the energy efficiency actions identified in this EAP have been implemented and the criteria identified in Appendix D have been met	TBD	General Fund & Special TBD	2015		
		N	B	Re-inventory community and municipal GHG emissions every three to five years	TBD	General Fund & Special TBD	2018		

STRATEGIC GOAL:
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IMPLEMENTATION PLAN MATRIX

Program/ Priority	Strategic Plan Goal	Status (O-Ongoing; E-Enhancement; N-New)	Task Priority (A - 1st, B - 2nd; C - 3rd)	Objective	Estimated Budget	Potential Funding Source	Target Completion Date	Staff (L-lead; S-support)	Status Update
Law Enforcement Strategy 2011 (2nd Priority)	GG; PHS; QL; CEC	O	A	Include crime statistics and other information in the City Manager's Report	N/A	N/A	2015		
		O	A	Participate in disaster preparedness	N/A	N/A	2015		
		O	A	Attend emergency preparedness meetings, trainings and workshops	N/A	N/A	2015		
		O	A	Include information in City's website, Connect Magazine and other public information sources regarding Community Emergency Response Team (CERT)	N/A	N/A	2015		
		E	B	Engage deputies in the implementation of the bicycle master plan	N/A	N/A	2015		
		E	B	Include a link on City's website that introduces department members to the community	N/A	N/A	2015		
		O	B	Include Sheriff personnel in Citizen's Academy	N/A	N/A	2015		
		N	B	Include a link on City's website highlighting survey results	N/A	N/A	2015		
		N	B	Post areas of greatest community traffic concern on City's website	N/A	N/A	2015		
		E	B	Conduct joint training between Community Preservation Division and patrol deputies	N/A	N/A	2015		
		E	B	Assist with the development of a manual of commonly used Municipal Code sections	N/A	N/A	2015		
		E	B	Conduct annual training between deputies and staff	N/A	N/A	2015		
		O	B	Encourage Community Preservation staff to go on ride-alongs with deputies	N/A	N/A	2015		
		O	B	Support neighborhood watch activities including "Business Night Out" by contributing financial resources and in-kind services (such as advertising, food, etc.)	N/A	N/A	2015		
		O	B	Host Neighborhood Watch recognitions at City Council meetings	N/A	N/A	2015		
		O	B	Assign a staff member to be the City's representative at Neighborhood Watch and Business Watch programs	N/A	N/A	2015		
		E	B	Assist with the dissemination of a community survey to residents	TBD	General Fund & Special TBD	2016		
Public Art Program (2nd Priority)	QL	N	A	Establish a Percent for Art Ordinance and Administrative Guidelines	N/A	N/A	2015	L - Management Services Department	
		O	A	Complete the Rosemead Blvd. art projects	$ 15,000.00	General Fund	2015		
		O	A	Conduct a mid-year 14-15 Annual Plan review to possibly consider initiatives including: hiring an artist for	N/A	N/A	2015		
		O	A	Develop Annual Plans	N/A	N/A	2015		
		E	B	Revive the Rotating Mural Program.	$ 15,000.00	General Fund/Olson	2015		
		E	B	Amend the Community Profile and Participate in the General Plan process.	$ 5,000.00	General Fund/Olson	2015		
Street Lights and Master Plan/Capital Replacement February 2011 (2nd Priority)	SI	O	A	Evaluate other sources of funding	TBD	Ad Volerum	2015	L - Community Development	
		O	A	Maintain street trees for light clearance and exposure	TBD	Ad Volerum	2015		
		O	B	Discuss option with Southern California Edison of purchasing lights from the City	N/A	Ad Volerum	2015		
		O	B	Engage an engineering firm to conduct a 2014 review of the 2001 report	$ 50,000.00	Ad Volerum	2016		
		O	B	Repair and replace street lights to meet the standards	TBD	Ad Volerum	2019		
		O	B	Obtain current day cost for light standard repair and replacement	N/A	Ad Volerum	N/A		

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IMPLEMENTATION PLAN MATRIX

Program/ Priority	Strategic Plan Goal	Status (O-Ongoing; E-Enhancement; N-New)	Task Priority (A - 1st, B - 2nd; C - 3rd)	Objective	Estimated Budget	Potential Funding Source	Target Completion Date	Staff (L-lead; S-support)	Status Update
Traffic Calming Master Plan November 2012 (2nd Priority)	SI	N	C	FOCUS AREA A: Temple City High School & Oak Avenue Intermediate School improvements: turn restrictions; speed tables/raised crosswalks; curb extensions/ bulbouts; and road closures (p.6-6 of plan)	$ 290,750.00	Varies Transportation Funding and Grants	TBD	L - Community Development	Revaluation of Traffic Calming Study in the pipeline. Management staff have developed a process for addressing traffic concerns.
		N	C	FOCUS AREA J: Sereno Drive improvements: curb extensions and/or chokers; restriping; traffic circle; turn restrictions; speed humps and/or raised crosswalks (p.6-33)	$ 106,000.00	Varies Transportation Funding and Grants	TBD		
		N	C	FOCUS AREA K: La Rosa Elementary School improvements: curb extensions and chokers; raised crosswalks and speed humps; turn restrictions; and restriping (p.6-37)	$ 131,200.00	Varies Transportation Funding and Grants	TBD		
		N	C	FOCUS AREA L: Olive Street to Lower Azusa Road Cut through routes improvements: speed humps; curb extensions and/or chokers; and chicane (p.6-39)	$ 192,000.00	Varies Transportation Funding and Grants	TBD		
		N	C	FOCUS AREA M: Cleminson Elementary School improvements: speed humps; roundabouts; curb extensions; and raised crosswalks (p.6-42)	$ 1,102,000.00	Varies Transportation Funding and Grants	TBD		
		N	C	Establish a process for future Traffic Calming Requests	TBD	Staff of Consultant	TBD		
		N	C	FOCUS AREA B: West of Rosemead Boulevard cut through traffic improvements: speed tables or humps; roundabouts; medians; restriping; and radar speed detection (p. 6-9)	$ 546,500.00	Varies Transportation Funding and Grants	TBD		
		N	C	FOCUS AREA C: East of Rosemead Boulevard cut through traffic improvements: road closures; roundabouts; traffic circles; chokers or neckdowns; and signage (p.6-12)	$ 670,000.00	Varies Transportation Funding and Grants	TBD		
		N	C	FOCUS AREA D: Longden Elementary School improvements: raised medians; speed humps; raised crosswalks; turn restrictions; chokers or neckdowns; and restriping (p. 6-15)	$ 119,650.00	Varies Transportation Funding and Grants	TBD		
		N	C	FOCUS AREA E: Woodruff Avenue from Encinita Avenue to Eastern City boundary improvements: chokers; semi-driverters; curb extensions; roundabouts; and flashing crosswalks (p. 6-18)	$ 795,000.00	Varies Transportation Funding and Grants	TBD		
		N	C	FOCUS AREA F: First Lutheran School improvements: chokers and curb extensions; medians; restriping; and road closure (p. 6-22)	$ 160,500.00	Varies Transportation Funding and Grants	TBD		
		N	C	FOCUS AREA G: Cleverly Elementary & St. Luke Elementary School improvements: restriping; raised crosswalks; chicane; and curb extensions (p.6-25)	$ 396,000.00	Varies Transportation Funding and Grants	TBD		
		N	C	FOCUS AREA H: Golden West Avenue improvements: medians; speed humps; restriping; roundabouts; chokers and/or curb extensions (p.6-27)	$ 122,000.00	Varies Transportation Funding and Grants	TBD		
		N	C	FOCUS AREA I: Live Oak Park improvements: curb extensions; traffic circles; raised crosswalks; restriping & road diet; and medians (p.6-31)	$ 726,400.00	Varies Transportation Funding and Grants	TBD		

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IMPLEMENTATION PLAN MATRIX

Program/ Priority	Strategic Plan Goal	Status (O-Ongoing; E-Enhancement; N-New)	Task Priority (A - 1st, B - 2nd; C - 3rd)	Objective	Estimated Budget	Potential Funding Source	Target Completion Date	Staff (L-lead; S-support)	Status Update
Civic Center and Library Upgrade Project (2nd Priority)	QL; SI	O	A	Hire a contract space consultant to assess City Hall needs	$ 150,000.00	Facilities Reserves	2015	L - Management Services Department	
		N	B	Determine the grand scope of the project	TBD	General Fund & Special TBD	TBD		Preparation of scope is contingent upon stakeholders of the project.
		N	C	Hire a contract Library/Civic Center development project manager	TBD	Facilities Reserves	2016		
		N	C	Prepare an RFP for a design team - architect, landscape architect, environmental consultant to develop a Civic Center Master Plan	TBD	Facilities Reserves	2016		Preparation of RFP is contingent upon stakeholders of the project.
		N	C	Evaluate feasibility of adopting the recommendation of the Library Visioning Committee	TBD	Facilities Reserves	2018		Continuation of project is contingent upon stakeholders of the project.
Sewer Master Plan June 2008 (3rd Priority)	SI	N	A	Redevelop and update Sewer Master Plan	TBD	General Fund & Special TBD	TBD	L - Community Development	Project is on hold until evaluation of the City's role.
		N	A	Develop a replacement and upgrade schedule for each of 10 service areas	$ 3,544,000.00	Sewer Construction Fund	2016		
		N	B	Take following measures to supplement the model used prior to any sewer system improvement project (periodic inspections of deficient pipes and manholes; CCTV inspections of representative sewer lines; periodic flow monitoring of sewer lines in the C and D level deficiency categories, especially prior major developments)	TBD	General Fund & Special TBD	Periodic		
		N	B	Utilize a "project priority" system that includes four tiers of deficiency (currently substantially deficient - immediate; ultimately substantially deficient - 5 years; currently marginally deficient - 10 years; ultimately marginally deficient - ongoing visual inspection)	TBD	General Fund & Special TBD	TBD		

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CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015 - 2016

BUDGET SUMMARY

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CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

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 Successsor Agencies to the former Temple City Redevelopment Agency and Housing 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 201S-16.

The CAPITAL IMPROVEMENT PROGRAM lists the capital improvement plan for FY 2015-16.

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

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CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

CITY OFFICIALS

CITY COUNCIL

TOM CHAVEZ
Mayor

VINCENT YU
Mayor Pro Tem

NANETTE FISH
Councilmember

WILLIAM MAN
Councilmember

CYNTHIA STERNQUIST
Councilmember

MANAGEMENT TEAM

BRYAN COOK
City Manager

TRACEY L. HAUSE
Administrative Services Director / City Treasurer

CATHY BURROUGHS
Director of Parks & Recreation

PEGGY KUO
City Clerk

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

MICHAEL D. FORBES
Community Development Director

SCOTT REIMERS
Planning Manager

BRYAN ARIIZUMI
Public Safety Supervisor

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

COMMISSIONS

PLANNING COMMISSION

Albert Leung	Chairman
Tom O'Leary	Vice-Chairman
John Cordes	Commissioner
Serge Haddad	Commissioner
Helen Marston	Commissioner

PARKS AND RECREATION COMMISSION

Kristel Haddad	Chairman
Joanne Rosso	Vice-Chairman
Lance Baroldi	Commissioner
Donna Georgino	Commissioner
Steve Wen	Commissioner

TRANSPORTATION & PUBLIC SAFETY COMMISSION

Jim Clift	Chairman
Ousama Nimri	Vice-Chairman
Douglas Blatt	Commissioner
Danny Redmond	Commissioner
Nick Stratis	Commissioner

PUBLIC ARTS COMISSION

Angie Kim	Chairman
Katherine Keelin	Vice-Chairman
Lisa Kidd	Commissioner
Hillary Larsen	Commissioner
Maryann Rachford	Commissioner

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

ORGANIZATION STRUCTURE

MANAGEMENT SERVICES DEPARTMENT

City Council
City Manager
City Attorney
Elections
City Clerk

ADMINISTRATIVE SERVICES DEPARTMENT

Support Services
Insurance/Benefits
Accounting
Purchasing

PARKS & RECREATION DEPARTMENT

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

COMMUNITY DEVELOPMENT DEPARTMENT

Planning Division
Planning
Building
Housing

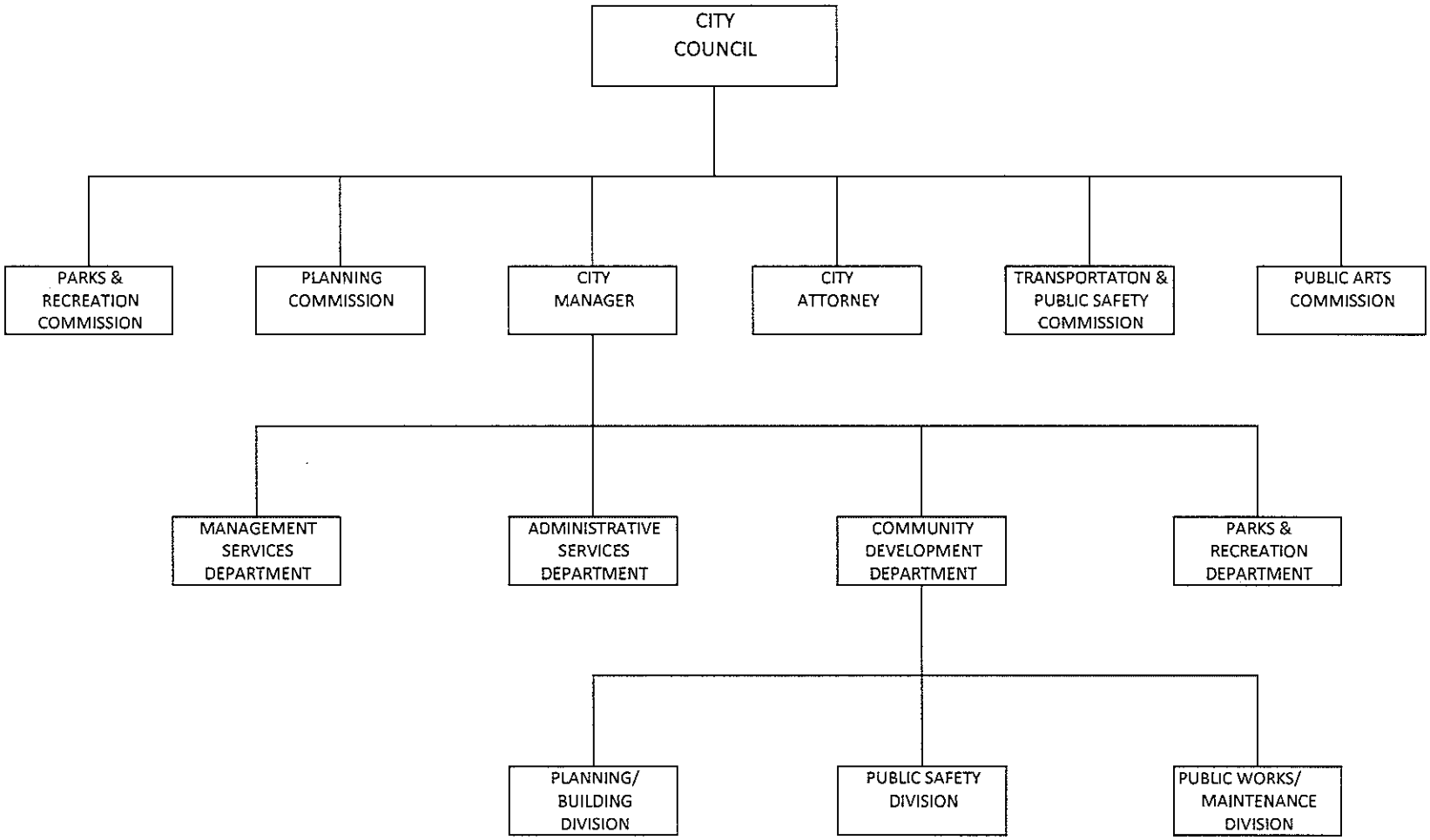
Public Safety Division
Law Enforcement
Traffic Engineering
Animal Control
Emergency Services
Community Preservation
Parking Administration

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

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

ORGANIZATION CHART



CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

FULL TIME
POSITION SCHEDULE
BY PROGRAM

PROG NO.	PROGRAM STAFFING	FY 2013-14 POSITION	FY 2014-15 POSITION	FY 2015-16 POSITION
MANAGEMENT SERVICES DEPARTMENT				
42	CITY MANAGER			
	City Manager	1.00	1.00	1.00
	Economic Development Manager/Assistant to the City Manager	1.00	1.00	1.00
	Executive Assistant to the City Manager	1.00	1.00	1.00
	Management Analyst	1.00	1.00	1.00
		4.00	4.00	4.00
45	CITY CLERK			
	City Clerk	1.00	1.00	1.00
	Deputy City Clerk	1.00	1.00	1.00
		2.00	2.00	2.00
ADMINISTRATIVE SERVICES DEPARTMENT				
46	SUPPORT SERVICES			
	Director of Administrative Services	0.25	0.25	0.25
	Personnel Analyst	0.50	0.50	0.50
		0.75	0.75	0.75
47	INSURANCE/BENEFITS			
	Director of Administrative Services	0.25	0.25	0.25
	Personnel Analyst	0.50	0.50	0.50
		0.75	0.75	0.75
48	ACCOUNTING			
	Director of Administrative Services	0.45	0.45	0.45
	Accountant	1.00	1.00	1.00
	Accounting Technician	1.00	1.00	1.00
		2.45	2.45	2.45
PARKS & RECREATION DEPARTMENT				
57	RECREATION/HUMAN SERVICES			
	Director of Parks & Recreation	0.40	0.40	0.40
	Parks & Recreation Superisor	0.60	0.60	0.60
	Administrative Coordinator	0.30	0.30	0.30
	Parks & Recreation Coordinator	2.00	2.00	2.00
		3.30	3.30	3.30
58	PUBLIC TRANSPORTATION			
	Director of Parks & Recreation	0.20	0.20	0.10
	Director of Administrative Services	0.05	0.05	0.05
	Administrative Coordinator	0.35	0.35	0.35
		0.60	0.60	0.50
59	PARKS - MAINTENANCE/FACILITIES			
	Director of Parks & Recreation	0.25	0.25	0.25
	Parks & Recreation Superisor	0.40	0.40	0.40
	Administrative Coordinator	0.25	0.25	0.25
	Park Maintenance Lead Worker	1.00	1.00	1.00
	Park Maintenance Worker	3.00	3.00	3.00
		4.90	4.90	4.90
83	TREES & PARKWAYS			
	Director of Parks & Recreation	0.15	0.15	0.25
	Administrative Coordinator	0.10	0.10	0.10
	Tree Trimmer-Leadworker	1.00	1.00	1.00
	Tree Trimmer	2.00	2.00	2.00
		3.25	3.25	3.35

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

FULL TIME
POSITION SCHEDULE
BY PROGRAM

PROG NO.	PROGRAM STAFFING	FY 2013-14 POSITION	FY 2014-15 POSITION	FY 2015-16 POSITION
COMMUNITY DEVELOPMENT DEPARTMENT				
53	PLANNING			
	Community Development Director	0.25	0.25	0.25
	Planning Manager	0.60	0.50	0.50
	Associate Planner	2.00	2.00	2.00
	Secretary	0.40	0.40	0.40
	Office Assistant	0.20	0.20	-
	Office Assistant II	-	-	0.20
		3.45	3.35	3.35
54	BUILDING			
	Community Development Director	0.20	0.20	0.20
	Planning Manager	0.40	0.50	0.50
	Building Inspector	0.80	0.80	0.80
	Building/Housing Assistant	0.85	0.85	0.85
	Secretary	0.60	0.60	0.60
	Office Assistant	0.20	0.20	-
	Office Assistant II	-	-	0.20
		3.05	3.15	3.15
55	HOUSING			
	Community Development Director	0.05	0.05	0.05
	Building Inspector	0.20	0.20	0.20
	Building/Housing Assistant	0.15	0.15	0.15
		0.40	0.40	0.40
PUBLIC SAFETY DIVISION				
61	LAW ENFORCEMENT			
	Community Development Director	0.10	0.10	0.10
	Public Safety & Services Manager	0.20	0.20	-
	Public Safety Supervisor	0.20	0.20	0.20
	Management Analyst	0.20	0.20	0.20
		0.70	0.70	0.50
63	ANIMAL CONTROL			
	Public Safety & Services Manager	0.10	0.10	-
	Management Analyst	0.10	0.10	0.10
	Secretary	0.25	0.25	0.25
	Office Assistant	0.20	0.20	-
	Office Assistant II	-	-	0.20
		0.65	0.65	0.55
64	EMERGENCY SERVICES			
	Community Development Director	0.10	0.10	0.10
	Public Safety & Services Manager	0.10	0.10	-
	Public Safety Supervisor	0.40	0.40	0.40
	Management Analyst	0.10	0.10	0.10
		0.70	0.70	0.60
65	COMMUNITY PRESERVATION			
	Community Development Director	0.10	0.10	0.10
	Public Safety & Services Manager	0.10	0.10	-
	Senior Community Preservation Officer	1.00	1.00	1.00
	Community Preservation Officer	2.00	2.00	2.00
	Management Analyst	0.10	0.10	0.10
		3.30	3.30	3.20

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

FULL TIME
POSITION SCHEDULE
BY PROGRAM

PROG NO.	PROGRAM STAFFING	FY 2013-14 POSITION	FY 2014-15 POSITION	FY 2015-16 POSITION
COMMUNITY DEVELOPMENT DEPARTMENT				
67	PARKING ADMINISTRATION			
	Public Safety & Services Manager	0.20	0.20	-
	Public Safety Supervisor	0.20	0.20	0.20
	Parking Control Officer	1.00	1.00	1.00
	Management Analyst	0.20	0.20	0.20
	Secretary	0.40	0.40	0.40
	Office Assistant	0.20	0.20	-
	Office Assistant II	-	-	0.20
		2.20	2.20	2.00
PUBLIC WORKS DIVISION				
71	ADMINISTRATION & ENGINEERING			
	Community Development Director	0.20	0.20	0.20
	Public Safety & Services Manager	0.10	0.10	-
	Public Safety Supervisor	0.10	0.10	0.10
	Management Analyst	0.10	0.10	0.10
	Secretary	0.25	0.25	0.25
	Office Assistant	0.20	0.20	-
	Office Assistant II	-	-	0.20
		0.95	0.95	0.85
74	TRAFFIC SIGNS & STRIPING			
	Maintenance Lead Worker	0.30	0.30	0.30
	Maintenance Worker	0.40	0.40	0.40
		0.70	0.70	0.70
78	STREET LIGHTING			
	Public Safety & Services Manager	0.10	0.10	-
	Public Safety Supervisor	0.10	0.10	0.10
	Management Analyst	0.10	0.10	0.10
	Secretary	0.10	0.10	0.10
		0.40	0.40	0.30
MAINTENANCE DIVISION				
81	GENERAL GOVERNMENT BUILDINGS			
	Maintenance Lead Worker	0.40	0.40	0.40
	Maintenance Worker	0.30	0.30	0.30
		0.70	0.70	0.70
82	PARKING FACILITIES			
	Public Safety & Services Manager	0.10	0.10	-
	Management Analyst	0.10	0.10	0.10
	Maintenance Lead Worker	0.30	0.30	0.30
	Maintenance Worker	0.30	0.30	0.30
		0.80	0.80	0.70
TOTAL FULL TIME POSITIONS		**40.00**	**40.00**	**39.00**

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

FULL TIME
POSITION SCHEDULE
BY POSITION

ACCT NO.	POSITION	PROGRAM	FY 2013-14 ALLOCATION	FY 2014-15 ALLOCATION	FY 2015-16 ALLOCATION
MANAGEMENT SERVICES DEPARTMENT					
4106	CITY MANAGER				
	42	City Manager	1.00	1.00	1.00
4109	ASSISTANT TO THE CITY MANAGER				
	42	City Manager	1.00	1.00	1.00
4107	EXECUTIVE ASSISTANT TO THE CITY MANAGER				
	42	City Manager	1.00	1.00	1.00
4172	MANAGEMENT ANALYST				
	42	City Manager	1.00	1.00	1.00
4108	CITY CLERK				
	45	City Clerk	1.00	1.00	1.00
4111	DEPUTY CITY CLERK				
	45	City Clerk	1.00	1.00	1.00
ADMINISTRATIVE SERVICES DEPARTMENT					
4112	ADMINISTRATIVE SERVICES DIRECTOR				
	46	Support Services	0.25	0.25	0.25
	47	Insurance/Benefits	0.25	0.25	0.25
	48	Accounting	0.45	0.45	0.45
	58	Public Transportation	0.05	0.05	0.05
			1.00	1.00	1.00
4110	PERSONNEL ANALYST				
	46	Support Services	0.50	0.50	0.50
	47	Insurance/Benefits	0.50	0.50	0.50
			1.00	1.00	1.00
4114	ACCOUNTANT				
	48	Accounting	1.00	1.00	1.00
4115	ACCOUNTING TECHNICIAN				
	48	Accounting	1.00	1.00	1.00
PARKS & RECREATION DEPARTMENT					
4122	DIRECTOR OF PARKS & RECREATION				
	57	Recreation/Human Services	0.40	0.40	0.40
	58	Public Transportation	0.20	0.20	0.10
	59	Parks - Maintenance/Facilities	0.25	0.25	0.25
	83	Trees & Parkways	0.15	0.15	0.25
			1.00	1.00	1.00
4123	PARKS & RECREATION SUPERVISOR				
	57	Recreation/Human Services	0.60	0.60	0.60
	59	Parks - Maintenance/Facilities	0.40	0.40	0.40
			1.00	1.00	1.00

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

FULL TIME
POSITION SCHEDULE
BY POSITION

ACCT NO.	POSITION	PROGRAM	FY 2013-14 ALLOCATION	FY 2014-15 ALLOCATION	FY 2015-16 ALLOCATION
PARKS & RECREATION DEPARTMENT					
4124	ADMININSTRATIVE COORDINATOR				
	57	Recreation/Human Services	0.30	0.30	0.30
	58	Public Transportation	0.35	0.35	0.35
	59	Parks - Maintenance/Facilities	0.25	0.25	0.25
	83	Trees & Parkways	0.10	0.10	0.10
			1.00	1.00	1.00
4127	PARKS & RECREATION COORDINATOR				
	57	Recreation/Human Services	1.00	1.00	1.00
4147	PARKS & RECREATION COORDINATOR				
	57	Recreation/Human Services	1.00	1.00	1.00
4140	PARK MAINTENANCE LEAD WORKER				
	59	Parks - Maintenance/Facilities	1.00	1.00	1.00
4136	PARK MAINTENANCE WORKER				
	59	Parks - Maintenance/Facilities	1.00	1.00	1.00
4137	PARK MAINTENANCE WORKER				
	59	Parks - Maintenance/Facilities	1.00	1.00	1.00
4138	PARK MAINTENANCE WORKER				
	59	Parks - Maintenance/Facilities	1.00	1.00	1.00
4143	TREE TRIMMER LEAD WORKER				
	83	Trees & Parkways	1.00	1.00	1.00
4141	TREE TRIMMER				
	83	Trees & Parkways	1.00	1.00	1.00
4142	TREE TRIMMER				
	83	Trees & Parkways	1.00	1.00	1.00
COMMUNITY DEVELOPMENT DEPARTMENT					
4117	COMMUNITY DEVELOPMENT DIRECTOR				
	53	Planning	0.25	0.25	0.25
	54	Building	0.20	0.20	0.20
	55	Housing	0.05	0.05	0.05
	61	Law Enforcement	0.10	0.10	0.10
	64	Emergency Services	0.10	0.10	0.10
	65	Community Preservation	0.10	0.10	0.10
	71	Administration & Engineering	0.20	0.20	0.20
			1.00	1.00	1.00
4118	PLANNING MANAGER				
	53	Planning	0.60	0.50	0.50
	54	Building	0.40	0.50	0.50
			1.00	1.00	1.00

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

FULL TIME
POSITION SCHEDULE
BY POSITION

ACCT NO.	POSITION	PROGRAM	FY 2013-14 ALLOCATION	FY 2014-15 ALLOCATION	FY 2015-16 ALLOCATION
COMMUNITY DEVELOPMENT DEPARTMENT					
4148	ASSOCIATE PLANNER				
	53	Planning	1.00	1.00	1.00
4149	ASSOCIATE PLANNER				
	53	Planning	1.00	1.00	1.00
4119	SECRETARY				
	53	Planning	0.40	0.40	0.40
	54	Building	0.60	0.60	0.60
			1.00	1.00	1.00
4131	BUILDING INSPECTOR				
	54	Building	0.80	0.80	0.80
	55	Housing	0.20	0.20	0.20
			1.00	1.00	1.00
4120	BUILDING/HOUSING ASSISTANT				
	54	Building	0.85	0.85	0.85
	55	Housing	0.15	0.15	0.15
			1.00	1.00	1.00
4132	PUBLIC SAFETY SUPERVISOR				
	61	Law Enforcement	0.20	0.20	0.20
	64	Emergency Services	0.40	0.40	0.40
	67	Parking Administration	0.20	0.20	0.20
	71	Administration & Engineering	0.10	0.10	0.10
	78	Street Lighting	0.10	0.10	0.10
			1.00	1.00	1.00
4134	PARKING CONTROL OFFICER				
	67	Parking Administration	1.00	1.00	1.00
4130	SECRETARY				
	63	Animal Control	0.25	0.25	0.25
	67	Parking Administration	0.40	0.40	0.40
	71	Administration & Engineering	0.25	0.25	0.25
	78	Street Lighting	0.10	0.10	0.10
			1.00	1.00	1.00
4135	PUBLIC SAFETY & SERVICES MANAGER				
	61	Law Enforcement	0.20	0.20	
	63	Animal Control	0.10	0.10	
	64	Emergency Services	0.10	0.10	
	65	Community Preservation	0.10	0.10	
	67	Parking Administration	0.20	0.20	
	71	Administration & Engineering	0.10	0.10	
	78	Street Lighting	0.10	0.10	
	82	Parking Facilities	0.10	0.10	
			1.00	1.00	
4171	SENIOR COMMUNITY PRESERVATION OFFICER				
	65	Community Preservation	1.00	1.00	1.00

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

FULL TIME
POSITION SCHEDULE
BY POSITION

ACCT NO.	POSITION	PROGRAM	FY 2013-14 ALLOCATION	FY 2014-15 ALLOCATION	FY 2015-16 ALLOCATION
COMMUNITY DEVELOPMENT DEPARTMENT					
4133	COMMUNITY PRESERVATION OFFICER				
	65	Community Preservation	1.00	1.00	1.00
4145	COMMUNITY PRESERVATION OFFICER				
	65	Community Preservation	1.00	1.00	1.00
4116	OFFICE ASSISTANT II				
	53	Planning	0.20	0.20	0.20
	54	Building	0.20	0.20	0.20
	63	Animal Control	0.20	0.20	0.20
	67	Parking Administration	0.20	0.20	0.20
	71	Administration and Engineering	0.20	0.20	0.20
			1.00	1.00	1.00
4139	MAINTENANCE LEAD WORKER				
	74	Traffic Signs & Striping Maintenance	0.30	0.30	0.30
	81	General Government Buildings	0.40	0.40	0.40
	82	Parking Facilities	0.30	0.30	0.30
			1.00	1.00	1.00
4146	MAINTENANCE WORKER				
	74	Traffic Signs & Striping Maintenance	0.40	0.40	0.40
	81	General Government Buildings	0.30	0.30	0.30
	82	Parking Facilities	0.30	0.30	0.30
			1.00	1.00	1.00
4174	MANAGEMENT ANALYST				
	61	Law Enforcement	0.20	0.20	0.20
	63	Animal Control	0.10	0.10	0.10
	64	Emergency Services	0.10	0.10	0.10
	65	Community Preservation	0.10	0.10	0.10
	67	Parking Administration	0.20	0.20	0.20
	71	Administration & Engineering	0.10	0.10	0.10
	78	Street Lighting	0.10	0.10	0.10
	82	Parking Facilities	0.10	0.10	0.10
			1.00	1.00	1.00
TOTAL FULL TIME POSITIONS			40.00	40.00	39.00

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

PART TIME
POSITION SCHEDULE
BY PROGRAM

PROGRAM STAFFING	FY 2013-14 POSITION	FY 2014-15 POSITION	FY 2015-16 POSITION
MANAGEMENT SERVICES DEPARTMENT			
CITY MANAGER			
Management Analyst	1.00	1.00	-
Office Assistant	0.25	0.25	0.30
	1.25	1.25	0.30
CITY CLERK			
Office Assistant	0.25	0.25	0.25
ADMINISTRATIVE SERVICES DEPARTMENT			
ACCOUNTING			
Accountant	1.00	1.00	1.00
Finance Intern	1.00	1.00	1.00
	2.00	2.00	2.00
PARKS & RECREATION DEPARTMENT			
RECREATION/HUMAN SERVICES			
Recreation Leaders	24.00	24.00	27.00
Recreation Aids	15.00	15.00	14.00
Senior Leaders	1.50	1.50	2.00
Parks & Recreation Intern	1.00	1.00	1.00
	41.50	41.50	44.00
PARKS -MAINTENANCE/FACILITIES			
Park Maintenance Worker	1.00	1.00	1.00
Recreation Leaders	4.00	4.00	6.00
Senior Leader	0.50	0.50	1.00
Park Patrol Officers	-	-	2.00
	5.50	5.50	10.00
TREES & PARKWAYS			
Tree Trimmer	1.00	1.00	1.00
COMMUNITY DEVELOPMENT DEPARTMENT			
PLANNING			
Management Analyst	2.00	1.00	-
BUILDING			
Receptionist	1.00	1.00	0.00
Office Assistant	0.50	0.50	1.45
	1.50	1.50	1.45
LAW ENFORCEMENT			
Park Patrol Officers	2.00	2.00	-
COMMUNITY PRESERVATION			
Community Preservation Officer	1.00	-	-
PARKING ADMINISTRATION			
Parking Control Officers	3.00	3.00	3.00
ADMINISTRATIVE & ENGINEERING			
Community Development Intern	1.00	-	-
PARKING FACILITIES			
Maintenance Workers	2.00	2.00	2.00
TOTAL PART TIME POSITIONS	**64.00**	**61.00**	**64.00**

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

FULL TIME
PERSONNEL COSTS

PROGRAM		ADOPTED 2013-14	ADOPTED 2014-15	ADOPTED 2015-16
MANAGEMENT SERVICES DEPARTMENT				
41	City Council	$44,100	$43,200	$43,200
42	City Manager	532,770	426,820	431,875
45	City Clerk	143,725	150,480	157,005
ADMINISTRATIVE SERVICES DEPARTMENT				
46	Support Services	57,325	72,210	74,985
47	Insurance/Benefits	57,325	72,205	74,985
48	Accounting	170,685	194,790	207,005
PARKS & RECREATION DEPARTMENT				
57	Recreation/Human Resources	253,750	234,520	221,230
58	Public Transportation	59,130	59,725	47,785
59	Parks-Maintenance/Facilities	275,510	282,305	304,175
83	Trees & Parkways	195,380	198,055	226,295
COMMUNITY DEVELOPMENT DEPARTMENT				
PLANNING DIVISION				
53	Planning	283,485	281,070	301,305
54	Building	230,470	245,625	256,980
55	Housing	30,885	30,835	32,780
PUBLIC SAFETY DIVISION				
61	Law Enforcement	61,035	64,265	44,100
63	Animal Control	38,455	39,960	33,105
64	Emergency Services	64,585	66,260	55,125
65	Community Preservation	226,415	217,485	230,885
67	Parking Administration	143,235	146,385	135,995
PUBLIC WORKS DIVISION				
71	Administration & Engineering	74,335	76,080	68,875
74	Traffic Signs & Striping Maintenance	37,475	38,240	41,325
78	Street Lighting	29,865	31,295	21,700
MAINTENANCE DIVISION				
81	General Government Buildings	39,095	39,880	43,105
82	Parking Facilities	47,520	49,740	42,710
TOTAL FULL TIME PERSONNEL COSTS		$3,096,555	$3,061,430	$3,096,530

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

PART TIME
PERSONNEL COSTS

PROGRAM		ADOPTED 2013-14	ADOPTED 2014-15	ADOPTED 2015-16
MANAGEMENT SERVICES DEPARTMENT				
42	City Manager	$53,315	$67,645	$11,230
45	Council Support	5,125	5,200	5,400
ADMINISTRATIVE SERVICES DEPARTMENT				
48	Accounting	57,550	79,340	79,975
PARKS & RECREATION DEPARTMENT				
57	Recreation/Human Resources	389,110	386,650	393,320
58	Public Transportation	0	0	9,880
59	Parks-Maintenance/Facilities	169,780	191,240	256,580
83	Trees & Parkways	14,450	28,000	30,290
COMMUNITY DEVELOPMENT DEPARTMENT				
PLANNING DIVISION				
53	Planning	82,025	54,370	0
54	Building	2,000	35,880	29,640
PUBLIC SAFETY DIVISION				
61	Law Enforcement	71,400	57,510	0
65	Community Preservation	52,000	7,350	0
67	Parking Administration	99,690	110,075	120,975
PUBLIC WORKS DIVISION				
71	Administration & Engineering	38,450	0	0
82	Parking Facilities	45,000	74,740	57,800
TOTAL PART TIME PERSONNEL COSTS		$1,079,895	$1,098,000	$995,090

FUND SECTION

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CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

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.

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

FUNDING 5OURCE ABBREVIATIONS

Fund No.	Funding 5ource	Abbreviation
01	General Fund	GF
	Reserved	GF RESVD
	Received from CalTrans	GF-CT
	Economic Development	GF-Eco Dev
11	Traffic Safety	TS
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
24	Proposition 1B	PROP 1B
27	Community Development Block Grant	CDBG
28	Local Transportation SB821 / Transportation Development Act	SB821/TDA
29	Air Quality Management District	AQMD
30	Measure R	MR
33	Sewer Reconstruction	SR
36	Highway Safety Improvement Program	HSIP
37	Surface Transportation Program-Local	STPL
41	1992/96 Park Bond	92/96 PB
43	State Recycling / Litter Funds	ST REC
46	Park Acquisition	PA
47	Lighting/Landscape District	L/LD
48	Safe, Accountable, Flexible, Efficient Transportation	SAFE LU
49	Congestion Mitigation and Air Quality	CMAQ
51	Public Arts Fund	PAF
52	Bicycle Transportation Account	BTA
53	Safe Routes To School	SR2S
54	Environment Protection Agency	EPA
-	5th District 2015 Excess Funds Grant	DEFG

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016
STATEMENT OF ESTIMATED FUND BALANCES
AS OF JUNE 30, 2014 AND JUNE 30, 2015

	FUND BALANCE July 1, 2014	ESTIMATED REVENUES FY 14-15	TRANSFERS IN	ESTIMATED EXPENDITURES FY 14-15	ESTIMATED EQUIP/VEH REP FY 14-15	ESTIMATED CAPITAL IMPROVEMENT PROJECT		TRANSFERS OUT		EST. FUND BALANCE June 30, 2015
GENERAL FUND										
Committted	3,500,000									3,500,000
Assigned	13,155,192			286,800						12,868,392
Unassigned	935,659	12,664,300	100,500	12,449,155	153,335			383,145	CIP/OPEB	714,824
Nonspendable	-							-		-
TOTAL DESIGNATED GENERAL FUND	**17,590,851**	**12,664,300**	**100,500**	**12,735,955**	**153,335**			**383,145**		**17,083,216**
RESERVED										
City Loan (Calabee's)	353,289							100,000	GF DESG	253,289
City Loan (Chamber)	4,600							500	GF DESG	4,100
City Loans (Homeowners)	56,775									56,775
TOTAL GENERAL FUND	**18,005,515**	**12,664,300**	**100,500**	**12,735,955**	**153,335**	-	-	**483,645**		**17,397,380**
SPECIAL REVENUE FUND										
Traffic Safety	-	25,000		25,000						-
High Tech Grant (CLEEP)	8,784									8,784
State COPS Grant (Brulte)	1,083	100,000		100,000						1,083
Proposition A	723,606	750,900		698,900						775,606
Proposition C	(336,397)	510,100						91,000	CIP	82,703
Used Oil	9,386	15,000		6,190						18,196
State Office of the Traffic Safety Grant	-	10,000		-						10,000
Gas Tax (2105,2106,2107,2107.5)	771,863	947,000		506,570	26,885			626,680	CIP/LLD	558,728
Asset Seizures	729									729
CDBG	-	454,265		306,860				147,405	CIP	-
Local Transportation SB821	(88,683)	100,010								11,327
Air Quality Improvement	115,404	40,100								155,504
Measure R	521,261	391,000								912,261
Parking Concession Fund	10,000									10,000
Affordable Housing Fund	6,365	150,000								156,365
Sewer Reconstruction	353,226	131,000		10,000				4,400	CIP	469,826
Highway Safety Improvement Program	-	-								-
Surface Transp. Program - Local	-	-								-
1992/96 Park Bond	-	40,000		40,000						-
State Recycling/Litter	2,432	9,500			9,500					2,432
Park Acquisition	85,507	178,000								263,507
Lighting/Landscape District										
Assessment Fees	(1,533,572)	330,000	123,860 GT	508,625						(1,588,337)
Ad Valorem Tax	2,129,917	901,500		498,995						2,532,422
Congestion Mitigation and Air Quality	-	300,000						300,000	CIP	-
Public Arts Fund	6,081	144,000		5,000						145,081
Safe Routes To School	-	431,900						431,900	CIP	-
Environmental Protection Agency	-	194,000						194,000	CIP	-
Bicycle Transportation Account (BTA)	-	77,175						77,175	CIP	-
5th District 2015 Excess Funds Grant	-									-
TOTAL SPECIAL REVENUE	**2,786,992**	**6,230,450**	**123,860**	**2,706,140**	**36,385**	-	-	**1,872,560**		**4,526,217**
CAPITAL IMPROVEMENT FUND	-		**2,031,845**			-	**2,031,845**			-
TRUST FUND	**172,533**	**1,000**		**5,000**						**168,533**
INTERNAL SERVICE FUND										
Other Post Employment Benefits	997,389		100,000							1,097,389
Self Insurance Fund	448,804	-		250,000						198,804
TOTAL ALL FUNDS	**22,411,233**	**18,895,750**	**2,356,205**	**15,697,095**	**189,720**	-	**2,031,845**	**2,356,205**		**23,388,323**

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016
STATEMENT OF ESTIMATED FUND BALANCES
AS OF JUNE 30, 2015 AND JUNE 30, 2016

	EST. FUND BALANCE July 1, 2015	ESTIMATED REVENUES FY 15-16	TRANSFERS IN	ESTIMATED EXPENDITURES FY 15-16	ESTIMATED EQUIP/VEH REP FY 15-16	ESTIMATED CAPITAL IMPROVEMENT PROJECT		TRANSFERS OUT	EST. FUND BALANCE June 30, 2016
GENERAL FUND									
Committted	3,500,000								3,500,000
Assigned	12,868,392			1,379,050				90,000 CIP	11,399,342
Unassigned	714,824	12,865,640	500	12,793,370	126,500			400,700 CIP	260,394
Nonspendable	-								-
TOTAL DESIGNATED GENERAL FUND	**17,083,216**	**12,865,640**	**500**	**14,172,420**	**126,500**			**490,700**	**15,159,736**
RESERVED									
City Loan (Calabee's)	253,289							- GF DESG	253,289
City Loan (Chamber)	4,100							500 GF DESG	3,600
City Loans (Homeowners)	56,775								56,775
TOTAL GENERAL FUND	**17,397,380**	**12,865,640**	**500**	**14,172,420**	**126,500**	**-**	**-**	**491,200**	**15,473,400**
SPECIAL REVENUE FUND									
Traffic Safety	-	25,000		25,000					-
High Tech Grant (CLEEP)	8,784								8,784
State COPS Grant (Brulte)	1,083	100,000		100,000					1,083
Proposition A	775,606	772,000		731,885					815,721
Proposition C	82,703	535,600						84,000 CIP	534,303
Used Oil	18,196	15,000		6,190					27,006
State Office of the Traffic Safety Grant	10,000	10,000		10,000					10,000
Gas Tax (2105,2106,2107,2107.5)	558,728	766,000		562,535	6,700			750,150 CIP/LLD	5,343
Asset Seizures	729								729
CDBG	-	176,900		176,900					-
Local Transportation SB821	11,327	20,000							31,327
Air Quality Improvement	155,504	40,100		44,600					151,004
Measure R	912,261	401,000							1,313,261
Parking Concession Fund	10,000								10,000
Affordable Housing Fund	156,365	-							156,365
Sewer Reconstruction	469,826	80,000		10,000					539,826
Highway Safety Improvement Program	-	1,253,200						1,253,200 CIP	-
Surface Transp. Program - Local	-	-							-
1992/96 Park Bond	-	14,500		14,500					-
State Recycling/Litter	2,432	9,500			9,500				2,432
Park Acquisition	263,507	30,000						80,000 CIP	213,507
Lighting/Landscape District									
Assessment Fees	(1,588,337)	330,000	123,970 GT	574,440	1,200				(1,710,007)
Ad Valorem Tax	2,532,422	901,500		511,925					2,921,997
Congestion Mitigation and Air Quality									-
Public Arts Fund	145,081	-		30,000				25,000 CIP	90,081
Safe Routes To School	-								-
Environmental Protection Agency	-								-
Bicycle Transportation Account (BTA)	-	128,250						128,250 CIP	-
5th District 2015 Excess Funds Grant	-	240,000						240,000 CIP	-
TOTAL SPECIAL REVENUE	**4,526,217**	**5,848,550**	**123,970**	**2,797,975**	**17,400**	**-**	**-**	**2,560,600**	**5,122,762**
CAPITAL IMPROVEMENT FUND	-		**2,927,330**			**2,601,230**	**326,100**		-
TRUST FUND	**168,533**	**1,000**		**5,000**					**164,533**
INTERNAL SERVICE FUND									
Other Post Employment Benefits	1,097,389								1,097,389
Self Insurance Fund	198,804	-		-					198,804
TOTAL ALL FUNDS	**23,388,323**	**18,715,190**	**3,051,800**	**16,975,395**	**143,900**	**2,601,230**	**326,100**	**3,051,800**	**22,056,888**

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

Estimated General Fund Balances - June 30, 2016

	Prior Years Appropraitions	Expended Prior Years	Budgeted Reserve Spending FY 2014-15	Estimated Reserve Spending FY 2014-15	Estimated Reserve Fund Balances June 30, 2015	Proposed Spending FY 2015-16	Estimated Reserve Fund Balances June 30, 2016
Committed							
Emergency/Disasters	$ 1,000,000						
Liquidity	$ 2,000,000						
OPEB (FY 2012-13)	$ 1,000,000	$ (1,000,000)					
Local Economic Uncertainty	$ 500,000						
	$ 4,500,000	$ (1,000,000)			$ 3,500,000		$ 3,500,000
Assigned							
Fleet Management	$ 400,000				$ 400,000		
Lease and Maintenance Program	$ (85,000)						
	$ 315,000						$ 400,000
Facilities Management	$ 4,000,000						
P3 Masterplan	$ (150,000)		$ (150,000)	$ (60,000)			
Council Chamber Remodel - Accounted for in CIP	$ (310,000)	$ (310,000)					
	$ 3,540,000	$ (310,000)	$ (150,000)	$ (60,000)	$ 3,630,000		$ 3,630,000
Technology Replacement	$ 200,000						
Document Imagining	$ (45,000)	$ (23,682)	$ (46,000)	$ (25,000)		$ (13,000)	
Automation of personnel processes	$ (15,000)	$ (15,290)					
Community Development Permit Software	$ (110,000)	$ (66,000)					
	$ 30,000	$ (104,972)	$ (46,000)	$ (25,000)	$ 70,028	$ (13,000)	$ 57,028
Economic Development	$ 8,000,000						
Rosemead Blvd Enhancements (FY 2012-14) Accounted for in CIP	$ (1,000,000)	$ (1,000,000)					
5800 Temple City Boulevard (FY 2012-13) Spent Prior Year	$ (1,050,000)	$ (1,050,000)				$ (90,000)	
Primrose Property	$ (1,276,175)	$ (1,268,420)					
General Plan Update (2 Years)	$ (750,000)	$ (206,890)	$ (450,000)	$ (200,000)		$ (1,311,190)	
Las Tunas/Rosemead Specific Plan	$ (650,000)	$ -	$ (550,000)				
Economic Development Strategy	$ (25,000)	$ (28,280)					
Five Year Strategic Plan	$ (40,000)	$ (23,682)					
	$ 3,208,825	$ (3,577,272)	$ (1,000,000)	$ (200,000)	$ 4,222,728	$ (1,401,190)	$ 2,821,538
Opportunities for One-Time Expenditures	$ 4,600,000						
Housing Element	$ (15,000)						
Sign Code Update	$ (55,000)					$ (14,860)	
Complete Neighborhood Initiative	$ (40,000)	$ (15,870)					
Historic Preservation Ordinance	$ (30,000)	$ -					
Analysis of Waste Management Contract	$ (50,000)	$ (36,694)		$ (1,800)			
Analysis of Public Safety Contract	$ (50,000)	$ -					
Business Licence Software Upgarde	$ (40,000)					$ (40,000)	
	$ 4,320,000	$ (52,564)		$ (1,800)	$ 4,545,636	$ (54,860)	$ 4,490,776
	$ 21,700,000	$ (5,044,808)	$ (1,196,000)	$ (286,800)	$ 16,368,392	$ (1,469,050)	$ 14,899,342

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CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015 - 2016

INTERFUND TRANSFER SUMMARY

TRANSFER IN	AMOUNT		TRANSFER OUT	AMOUNT	
General Fund	500	GF (Reserved)	General Fund	490,700	CIP
			General Fund (Reserved)	500	GF
Lighting/Landscape District	123,970	Gas Tax	Proposition C	84,000	CIP
Capital Improvement Fund	490,700	GF	Gas Tax	123,970	L/LD
	84,000	Prop C		626,180	CIP
	626,180	Gas Tax		750,150	
	1,253,200	HSIP			
	80,000	PA			
	25,000	PAF	Highway Safety Improvement Program	1,253,200	CIP
	128,250	BTA	Park Acquisition	80,000	CIP
	240,000	DEFG	Bicycle Transportation Account	128,250	CIP
	2,927,330		Public Arts Fund	25,000	CIP
			5th District Excess Funds Grant	240,000	CIP
TOTAL INTERFUND TRANSFERS	**3,051,800**		**TOTAL INTERFUND TRANSFERS**	**3,051,800**	

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015 - 2016

TRANSFER IN	TRANSFER OUT	AMOUNT	DESCRIPTION
General Fund	General Fund (Reserved)	500	Reimbusement to the City for Chamber of Commerce loan
Lighting/Landscape District **47-990-90-9043**	Gas Tax **21-990-90-9120**	123,970	Trees & Parkways
Capital Improvement Fund			
	General Fund	200,000	Citywide Upgrade Traffic Street Signage
60-990-90-9005	**01-990-90-9168**	66,500	Catch Basin Inserts
		14,500	Rebuild the Roof of the City Yard Buildings
		90,000	Demolition and Site Preparation for 5800 Temple City Blvd. Parking Lot
		98,100	Upgrade Traffic Signals on Temple City Blvd. and Other Safety Improvements
		21,600	Upgrade Traffic Signals Citywide and Install Other Safety Improvements
		490,700	
	Proposition C	84,000	Redesign and Construction of Las Tunas Drive Project
60-990-90-9090	**16-990-90-9168**		
	Gas Tax	614,000	Repaving of Streets per Re-assessment Pavement Management Plan
60-990-90-9043	**21-990-90-9168**	12,180	Street Sweeping Signage
		626,180	
	Highway Safety Impr. Program	970,300	Upgrade Traffic Signals on Temple City Blvd. and Other Safety Improvements
60-990-90-9093	**36-990-90-9168**	282,900	Upgrade Traffic Signals Citywide and Install Other Safety Improvements
		1,253,200	
	Park Acquisition	80,000	Live Oak Park Walking and Jogging Path
60-990-90-9075	**46-990-90-9168**		

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015 - 2016

TRANSFER IN	TRANSFER OUT	AMOUNT	DESCRIPTION
Capital Improvement Fund			
60-990-90-9096	Public Arts Fund **51-990-90-9168**	25,000	Public Arts at Live Oak Park
60-990-90-9046	Bicycle Transportation Account **52-990-90-9168**	128,250	Bicycle Master Plan Implementation - Installation of 12.6 Miles
60-990-90-90XX	5th District Excess Funds Grant **XX-990-90-9168**	240,000	Live Oak Park Walking and Jogging Path
TOTAL INTERFUND TRANSFERS		**3,051,800**	

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CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015- 2016

REVENUE SECTION

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CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

ESTIMATED REVENUE FUNDS - BY SOURCE

	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16	Budget % Change
GENERAL FUND					
TAXES					
Real Estate Transfer Tax 01-810-32-3201	171,193	200,000	200,000	200,000	0.0%
Sales and Use Tax 01-810-32-3205	1,285,091	1,330,000	1,330,000	1,360,540	2.3%
In Lieu Sales Tax 01-810-32-3206	450,522	415,000	415,000	415,000	0.0%
Franchise Fees 01-810-32-3207	562,535	580,000	580,000	580,000	0.0%
Transient Occupancy Tax 01-810-32-3209	46,849	50,000	50,000	50,000	0.0%
Property Tax Allocation 01-810-32-3211	2,597,549	2,735,000	2,735,000	2,900,000	6.0%
	5,113,739	5,310,000	5,310,000	5,505,540	3.7%
LICENSES AND PERMITS					
Business License Fees 01-820-33-3301	190,874	220,000	220,000	220,000	0.0%
Building Permit Fees 01-820-33-3303	681,601	500,000	500,000	625,000	25.0%
Parking Permit Fees 01-820-33-3305	52,191	75,000	75,000	75,000	0.0%
Encroachment Permits 01-820-33-3306	208,994	200,000	200,000	200,000	0.0%
Animal License Fees 01-820-33-3307	92,891	90,000	90,000	93,000	3.3%
Vehicle Impound Fees 01-820-33-3309	16,020	20,000	20,000	20,000	0.0%
Temp Parking Permit Fees 01-820-33-3311	129,874	140,000	140,000	140,000	0.0%
Code Enforcement Fees 01-820-33-3313	62,163	50,000	50,000	50,000	0.0%
	1,434,608	1,295,000	1,295,000	1,423,000	9.9%
INTERGOVERNMENTAL					
In Lieu Tax 01-830-34-3401	15,253	-	-	-	0.0%
Intergovernmental 01-830-34-3428	1,200,000	-	-	-	0.0%
In Lieu VLF 01-830-34-3430	3,457,406	3,350,000	3,350,000	3,517,000	5.0%
State Mandated Reimbursement 01-830-34-3405	7,707	-	-	-	-
	4,680,366	3,350,000	3,350,000	3,517,000	5.0%
CHARGES FOR SERVICES					
Shared Maintenance Charges 01-840-35-3501	3,900	4,000	4,000	4,100	2.5%
Zoning Fees 01-840-35-3503	210,245	200,000	200,000	200,000	0.0%
Recreation Fees 01-840-35-3505	596,879	600,000	600,000	600,000	0.0%
Plan Check Fees 01-840-35-3508	579,163	570,000	570,000	550,000	-3.5%
Facility Rental Fees 01-840-35-3510	70,569	75,000	75,000	75,000	0.0%

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

ESTIMATED REVENUE FUNDS - BY SOURCE

	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16	Budget % Change
PW/Engineering Fees 01-840-35-3512	49,636	85,000	85,000	50,000	0.0%
	1,510,392	1,534,000	1,534,000	1,479,100	-3.6%
FINES, FORFEITURES AND PENALTIES					
Court Fines 01-850-36-3601	554,805	400,000	400,000	500,000	25.0%
USE OF MONEY					
Interest-LAIF 01-860-37-3701	-	50,000	50,000	-	-100.0%
Interest- Securities 01-860-37-3702	117,607	50,000	50,000	115,000	0.0%
Interest - Others 01-860-37-3703	-	50,000	50,000	-	-100.0%
Interest- CD 01-860-37-3704	90,922	50,000	50,000	85,000	70.0%
Interest- Corporate Bonds 01-860-37-3705	(2,521)	-	-	-	0.0%
	206,008	200,000	200,000	200,000	0.0%
OTHER					
AB939 Reimbursement 01-870-38-3807	11,166	15,000	15,000	15,000	0.0%
Recyclable Revenue 01-870-38-3809	34,055	30,000	30,000	35,000	16.7%
Rental Income 01-870-38-3811	68,411	100,000	100,000	65,000	-35.0%
Sale of City Property 01-870-38-3813	4,595	-	-	-	-
Other Reimbursement 01-870-38-3815	160,042	409,000	409,000	100,000	-75.6%
Donations 01-870-38-3816	11,000	10,000	14,000	15,000	50.0%
Sundry 01-870-38-3817	6,106	1,000	1,000	1,000	0.0%
L/LD Admin Reimb 01-870-38-3819	9,857	6,300	6,300	10,000	58.7%
Loan Repayment 01-870-38-3823	9,386	-	-	-	0.0%
	314,618	571,300	575,300	241,000	-57.8%
TOTAL GENERAL FUND REVENUE	**13,814,536**	**12,660,300**	**12,664,300**	**12,865,640**	**1.6%**
SPECIAL REVENUE FUNDS					
TRAFFIC SAFETY 11-850-36-3602	25,233	50,000	25,000	25,000	-50.0%
SLESF STATE COPS GRANT (BRULTE) 13-830-34-3402	100,000	100,000	100,000	100,000	0.0%
INTEREST 13-860-37-3701	-	100	-	-	-100.0%
	100,000	100,100	100,000	100,000	-0.1%

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

ESTIMATED REVENUE FUNDS - BY SOURCE

	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16	Budget % Change
PROP A TRAN5PORTATION	610,170	600,000	608,900	630,000	5.0%
15-830-34-3406					
BUS PA55 5ALE5	126,990	148,900	140,000	140,000	-6.0%
15-840-35-3507					
INTEREST	1,826	5,000	2,000	2,000	-60.0%
15-860-37-3701					
	738,986	753,900	750,900	772,D00	2.4%
PROP C TRANSPORTATION	504,891	510,000	510,000	535,500	5.0%
16-830-34-3407					
INTEREST	36	3,000	100	100	-96.7%
16-860-37-3701					
	S04,927	513,000	510,100	535,600	4.4%
USED OIL					
INTERGOVERNMENTAL	10,717	15,000	15,000	15,000	0.0%
17-830-34-3428					
TRAFFIC 5AFETY GRANT	-	10,000	10,000	10,000	0.0%
19-830-34-3422					
GAS TAX 2105	242,398	170,000	200,000	206,000	21.2%
21-830-34-3408					
GAS TAX 2106	115,604	120,000	120,000	111,000	-7.5%
21-830-34-3409					
GAS TAX 2107	259,330	260,000	260,000	282,000	8.5%
21-830-34-3410					
GA5 TAX 2107.5	6,000	6,000	6,000	6,000	0.0%
21-830-34-3411					
GA5 TAX 2103	496,590	515,000	360,000	160,000	-68.9%
21-830-34-3437					
INTEREST	836	2,000	1,000	1,000	-50.0%
21-860-37-3701					
	1,120,758	1,073,000	947,000	766,000	-28.6%
PROP 1B	-	-	-	-	-
24-830-34-3424					
INTEREST	-	1,000	-	-	-100.0%
24-860-37-3701					
	-	1,000	-	-	-100.0%
CDBG (for Department Programs)	178,254	306,400	306,860	176,900	-42.3%
CDBG (for CIP Projects)	139,773	200,000	147,405	-	
27-830-34-3412					
Loan Repayment	17,547	35,000	-	-	0.0%
27-870-38-3823					
Program Income	6,906	5,350	-	-	0.0%
27-870-38-3824					
	342,480	546,750	454,265	176,900	-67.6%
LOCAL TRANSPORTATION SB 821	15,403	22,000	100,000	20,000	-9.1%
28-830-34-3413					
INTEREST	-	10	10	-	-100.0%
28-860-37-3701					
	15,403	22,010	100,010	20,000	-9.1%

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

ESTIMATED REVENUE FUNDS - BY SOURCE

	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16	Budget % Change
AIR QUALITY IMPROVEMENT 29-830-34-3414	44,474	40,000	40,000	40,000	0.0%
INTEREST 29-860-37-3701	55	150	100	100	-33.3%
	44,529	40,150	40,100	40,100	-0.1%
MEASURE R 30-830-34-3436	377,713	390,000	390,000	400,000	2.6%
INTEREST 30-860-37-3701	777	1,500	1,000	1,000	-33.3%
	378,490	391,500	391,000	401,000	2.4%
PARKING CONCESSION 31-840-35-3511	-	-	-	-	0.0%
AFFORDABLE HOUSING FUND 32-840-35-3513	6,365	150,000	150,000	-	0.0%
SEWER RECONSTRUCTION 33-840-35-3502	78,000	131,000	131,000	80,000	-38.9%
CONGESTION MANAGEMENT FEES 35-840-35-3506	(5,984)	-	-	-	0.0%
HIGHWAY SAFETY IMPROVEMENT PROGRAM 36-830-34-3428	301,447	1,253,200	-	1,253,200	0.0%
SURFACE TRANSPORTATION PROGRAM - LOCAL 37-830-34-3429	483,131	-	-	-	0.0%
1992 PARK BOND FUND 92/96 PARK BOND MAINT/SERVICE 41-830-34-3417	40,000	40,000	40,000	14,500	-63.8%
STATE RECYCLING/LITTER FUNDS 43-830-34-3424	9,857	9,700	9,500	9,500	-2.1%
TREE RESTORATION GRANT 45-830-34-3442	9,456	-	-	-	0.0%
PARK ACQUISITION FUND 46-840-35-3504	38,311	178,000	178,000	30,000	-83.1%
LIGHTING/LANDSCAPE DISTRICT ASSESSMENT FEES 47-810-32-3213	326,011	330,000	330,000	330,000	0.0%
AD VALOREM TAX 47-810-32-3214	871,033	800,000	900,000	900,000	12.5%
INTEREST 47-860-37-3701	1,952	6,000	1,500	1,500	-75.0%
	1,198,996	1,136,000	1,231,500	1,231,500	8.4%
HIGH PRIORITY LEGACY USER 48-830-34-3443	21,342	-	-	-	0.0%

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

ESTIMATED REVENUE FUNDS - BY SOURCE

	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16	Budget % Change
CONGESTION MITIGATION AIR QUALITY 49-830-34-3444	1,569,449	-	300,000	-	0.0%
PUBLIC ARTS FUND 51-840-35-3514	6,081	144,000	144,000	-	0.0%
BICYCLE TRANSPORTATION ACCOUNT 52-830-34-3445	311,963	-	77,175	128,250	0.0%
SAFE ROUTES TO SCHOOL 53-830-34-3446	-	-	431,900	-	0.0%
ENVIRONMENT PROTECT AGENCY 54-830-34-3447	-	-	194,000	-	0.0%
5TH DISTRICT 2015 EXCESS FUNDS GRANT XX-XXX-XX-XXXX	-	-	-	240,000	0.0%
TOTAL SPECIAL REVENUE	**7,349,937**	**6,558,310**	**6,230,450**	**5,848,550**	**-10.8%**
TRUST FUND INTEREST-OTHERS 62-860-37-3703	682	1,000	1,000	1,000	0.0%
SELF INSURANCE FUND AB939 REIMBURSEMENT 65-870-38-3807	45,958	55,000	-	-	-100.0%
	45,958	55,000	-	-	-100.0%
TOTAL ALL FUNDS	**21,211,113**	**19,274,610**	**18,895,750**	**18,715,190**	**-2.9%**

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 2015-2016 - $1,360,540

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 2015-2016 - $2,900,000

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.

Interest on Investments — Estimated 2015-2016 - $200,000

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.

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 2015-2016 - $25,000

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 2015-2016 - $630,000

Proposition A, effective July 1, 1982, increased the County Sales Tax by one-half cent to provide funds exclusively to benefit public transit. Twenty-five percent of these funds are allocated to municipalities based on population. Cities have the year of receipt plus three additional years to which to expend the funds. Any unused funds may be exchanged for other cities' General Fund. Expenditures related to fixed route and paratransit services, Transportation Demand Management, Transportation Systems Management and fare subsidy programs that exclusively benefit transit are all eligible uses of Proposition A Local Return funds.

PROP C TRANSPORTATION FUND — Estimated 2015-2016 - $535,500

Proposition C, effective November 6, 1990, increased the County Sales Tax by one-half cent to provide funds to benefit public transit. 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. Proposition C funds also provides an expended list of eligible project expenditures including Congestion Management Programs (CMP), bikeways and bike lanes, street improvements supporting public transit service, and Pavement Management System projects. Proposition C funds cannot be exchanged for other funds.

STATE GAS TAX FUNDS

GT 2105 Fund (included GT 2103) — Estimated 2015-2016 - $160,000

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 2015-2016 - $111,000

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.

GT 2107 Fund — Estimated 2015-2016 - $282,000

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 2015-2016 - $6,000

An apportionment of $6,000 will be made to the City in Fiscal Year 2015-2016. This apportionment is used for engineering and administrative expenses in respect to City streets.

CDBG FUND — Estimated 2015-2016 - $176,900

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 2015-2016 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 2015-2016 - $30,000

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 2015-2016 - $1,230,000

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 determing 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 2015-2016.

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.

EXPENDITURE SECTION

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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 2015-2016 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

2015-2016 APPROPRIATIONS LIMIT		
2014-15 limit (1)		$17,391,335
Per Capita Income and County population change factor applied to 2014-15 appropriations limit		1.0467
2015-2016 appropriations limit	$	18,203,510
APPROPRIATIONS SUBJECT TO LIMIT AND APPROPRIATIONS MARGIN		
Proceeds of Taxes	$	9,948,140
Less Exclusions:		
Qualified Capital Outlay		284,000
Appropriations Subject to Limit	$	9,664,140
Appropriations Margin	$	8,539,370

(1) Recalcuted 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 2015-2016

EXPENDITURE APPROPRIATIONS
BY FUNDING SOURCE

PROGRAM	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16	Budget % Change
GENERAL FUND					
City Council	192,258	170,610	170,260	174,545	2.3%
City Manager	993,927	922,930	881,415	781,910	-15.3%
City Attorney	402,027	620,000	620,000	402,000	-35.2%
Elections	750	82,870	81,815	-	-100.0%
City Clerk	293,634	327,590	292,200	304,610	-7.0%
Support Services	220,744	149,185	189,290	132,810	-11.0%
Insurance/Benefits	76,744	591,100	579,550	952,665	61.2%
Ins/Ben - Performance Bonus	71,287	-	-	-	-
Accounting	557,305	506,800	496,880	514,010	1.4%
Purchasing	164,782	130,790	135,790	204,300	56.2%
Recreation/Human Services	1,122,611	1,154,160	1,073,090	1,129,860	-2.1%
Parks - Maint/Facilities	810,928	877,100	847,545	968,935	10.5%
Planning	841,651	1,670,410	840,945	1,886,915	13.0%
Building	971,141	739,385	715,590	767,860	3.9%
Housing	56,003	43,390	42,865	45,490	4.8%
Law Enforcement	3,751,967	3,735,915	3,724,665	3,882,060	3.9%
Traffic Engineering	2,545	37,455	55,250	40,000	6.8%
Animal Control	198,274	199,330	188,165	188,790	-5.3%
Emergency Services	148,439	127,735	115,890	108,775	-14.8%
Community Preservation	514,964	397,290	381,435	358,825	-9.7%
Parking Administration	408,448	400,725	378,490	390,545	-2.5%
Administration & Engineering	248,432	460,290	443,560	481,860	4.7%
Solid Waste Management	36,695	15,800	2,500	2,500	-84.2%
General Government Bldg	283,849	287,515	267,345	250,300	-12.9%
Parking Facilities	198,017	197,470	176,420	152,855	-22.6%
Graffiti Abatement	43,742	40,400	35,000	50,000	23.8%
	12,611,164	13,886,245	12,735,955	14,172,420	2.1%

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

EXPENDITURE APPROPRIATIONS
BY FUNDING SOURCE

PROGRAM	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16	Budget % Change
TRAFFIC SAFETY					
Law Enforcement	33,096	40,000	25,000	25,000	-37.5%
STATE COPS GRANT FUND					
Law Enforcement	100,000	100,000	100,000	100,000	0.0%
PROP A TRANSPORTATION					
Public Transportation	661,919	759,555	698,900	731,885	-3.6%
USED OIL GRANT					
Solid Waste Management	11,165	6,190	6,190	6,190	0.0%
STATE OTS GRANT					
Law Enforcement	-	10,000	-	10,000	-
GAS TAX FUNDS 2105/2106/2107/2107.5					
Administration & Engineering	6,000	6,000	6,000	6,000	0.0%
Street Cleaning	125,897	200,000	200,000	202,490	1.2%
Traffic Signs & Striping Maint.	141,533	113,165	92,960	128,925	13.9%
Street Maintenance	93,952	58,750	58,750	51,150	-12.9%
Sidewalk Maintenance	90,310	25,000	25,000	50,000	100.0%
Trees and Parkways	122,869	123,860	123,860	123,970	0.1%
	580,561	526,775	506,570	562,535	6.8%
CDBG					
Housing	151,373	280,000	280,000	150,500	-46.3%
Recreation/Human Services	26,882	26,860	26,860	26,400	-1.7%
	178,255	306,860	306,860	176,900	-42.4%
AQMD					
Purchasing	-	-	-	44,600	-
SEWER RECONSTRUCTION					
Administration & Engineering	-	-	-	-	-
Street Maintenance	-	10,000	10,000	10,000	-
	-	10,000	10,000	10,000	0.0%
CONGESTION MANAGEMENT					
Traffic Engineering	20,014	-	-	-	-

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

EXPENDITURE APPROPRIATIONS
BY FUNDING SOURCE

PROGRAM	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16	Budget % Change
1992/96 PARK BOND					
Parks - Maintenance/Facilities	40,000	40,000	40,000	14,500	-63.8%
LIGHTING AND LANDSCAPE DIST.					
Purchasing	-	-	-	23,000	0.0%
Traffic Signal Maintenance	101,481	136,500	131,500	136,500	0.0%
Street Lighting	324,905	398,410	367,495	375,425	-5.8%
Trees and Parkways	419,533	591,465	508,625	551,440	-6.8%
	845,919	1,126,375	1,007,620	1,086,365	-3.6%
TREE RESTORATION PROGRAM					
Trees and Parkways	12,365	-	-	-	-
PUBLIC ARTS FUND					
City Manager	-	30,000	5,000	30,000	-
SELF INSURANCE FUND					
Insurance/Benefits	147,085	250,000	250,000	-	-100.0%
TOTAL PROGRAM EXPENDITURES	15,241,543	17,092,000	15,692,095	16,970,395	-0.7%

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

EXPENDITURE APPROPRIATIONS
BY PROGRAM

PROGRAM	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16	Budget % Change
MANAGEMENT SERVICES DEPARTMENT					
City Council	192,258	170,610	170,260	174,545	2.3%
City Manager	993,927	952,930	886,415	811,910	-14.8%
City Attorney	402,027	620,000	620,000	402,000	-35.2%
Elections	750	82,870	81,815	-	-
City Clerk	293,634	327,590	292,200	304,610	-7.0%
	1,882,596	2,154,000	2,050,690	1,693,065	-21.4%
ADMINISTRATIVE SERVICES DEPARTMENT					
Support Services	220,744	149,185	189,290	132,810	-11.0%
Insurance/Benefits	223,829	841,100	829,550	952,665	13.3%
Ins/Ben - Performance Bonus	71,287	-	-	-	-
Accounting	557,305	506,800	496,880	514,010	1.4%
Purchasing	164,782	130,790	135,790	271,900	107.9%
	1,237,947	1,627,875	1,651,510	1,871,385	15.0%
PARKS & RECREATION DEPARTMENT					
Recreation/Human Services	1,149,493	1,181,020	1,099,950	1,156,260	-2.1%
Public Transportation	661,919	759,555	698,900	731,885	-3.6%
Parks - Maint/Facilities	850,928	917,100	887,545	983,435	7.2%
Trees and Parkways	554,767	715,325	632,485	675,410	-5.6%
	3,217,107	3,573,000	3,318,880	3,546,990	-0.7%
COMMUNITY DEVELOPMENT DEPARTMENT					
Planning	841,651	1,670,410	840,945	1,886,915	13.0%
Building	971,141	739,385	715,590	767,860	3.9%
Housing	207,376	323,390	322,865	195,990	-39.4%
	2,020,168	2,733,185	1,879,400	2,850,765	4.3%

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

EXPENDITURE APPROPRIATIONS
BY PROGRAM

PROGRAM	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16	Budget % Change
COMMUNITY DEVELOPMENT DEPARTMENT (Continue)					
PUBLIC SAFETY DIVISION					
Law Enforcement	3,885,063	3,885,915	3,849,665	4,017,060	3.4%
Traffic Engineering	22,559	37,455	55,250	40,000	6.8%
Animal Control	198,274	199,330	188,165	188,790	-5.3%
Emergency Services	148,439	127,735	115,890	108,775	-14.8%
Community Preservation	514,964	397,290	381,435	358,825	-9.7%
Parking Administration	408,448	400,725	378,490	390,545	-2.5%
	5,177,747	5,048,450	4,968,895	5,103,995	1.1%
PUBLIC WORKS DIVISION					
Administration & Engineering	254,432	466,290	449,560	487,860	4.6%
Street Cleaning	125,897	200,000	200,000	202,490	1.2%
Traffic Signal Maintenance	101,481	136,500	131,500	136,500	0.0%
Traffic Signs & Striping Maint.	141,533	113,165	92,960	128,925	13.9%
Street Maintenance	93,952	68,750	68,750	61,150	-11.1%
Sidewalk Maintenance	90,310	25,000	25,000	50,000	100.0%
Solid Waste Management	47,860	21,990	8,690	8,690	-60.5%
Street Lighting	324,905	398,410	367,495	375,425	-5.8%
	1,180,370	1,430,105	1,343,955	1,451,040	1.5%
MAINTENANCE DIVISION					
General Government Bldg	283,849	287,515	267,345	250,300	-12.9%
Parking Facilities	198,017	197,470	176,420	152,855	-22.6%
Graffiti Abatement	43,742	40,400	35,000	50,000	23.8%
	525,608	525,385	478,765	453,155	-13.7%
TOTAL ALL PROGRAMS	15,241,543	17,092,000	15,692,095	16,970,395	-0.7%

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

DEPARTMENTAL

PROGRAMS

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MANAGEMENT SERVICES

Program 41: City Council
Establishes City policy.

Program 42: City Manager
Implements City policy.

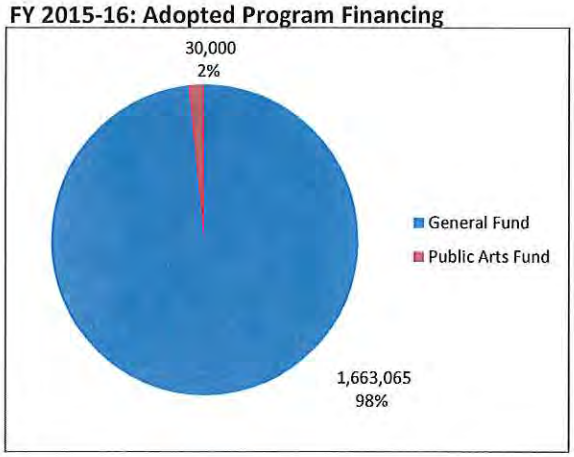
Program 43: City Attorney
Advises on legal matters.

Program 44: Elections
Conducts municipal elections.

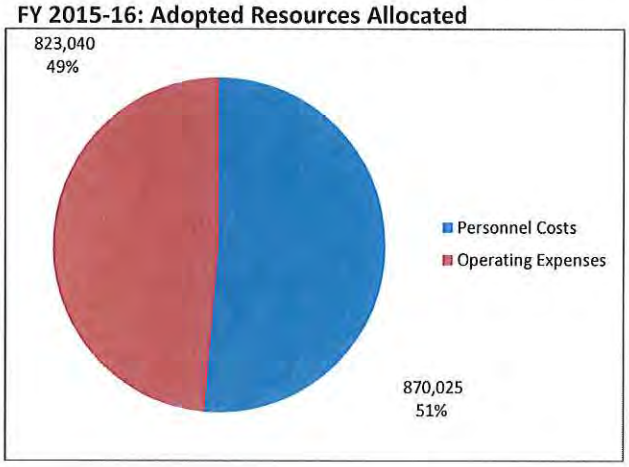
Program 45: City Clerk
Provides records management.

DEPARTMENT SUMMARY

FY 2015-16: Adopted Program Financing



FY 2015-16: Adopted Resources Allocated



	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
RESOURCES ALLOCATED				
Personnel Costs	1,011,472	907,335	875,070	870,025
Operating Expenses	871,124	1,246,665	1,175,620	823,040
Total:	**$ 1,882,596**	**$ 2,154,000**	**$ 2,050,690**	**$ 1,693,065**
PROGRAM FINANCING				
General Fund	1,882,596	2,124,000	2,045,690	1,663,065
Public Arts Fund	-	30,000	5,000	30,000
Total:	**$ 1,882,596**	**$ 2,154,000**	**$ 2,050,690**	**$ 1,693,065**
PERSONNEL (FTE)	6.00	7.45		7.41
Total:	**6.00**	**7.45**		**7.41**

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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.

STAFFING SUMMARY (FTEs)				
Council Members (5)				
Total:				

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs	83,170	71,370	76,520	72,895
Operating Expenses	109,088	99,240	93,740	101,650
Total:	$ 192,258	$ 170,610	$ 170,260	$ 174,545

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
General Fund	192,258	170,610	170,260	174,545
Total:	$ 192,258	$ 170,610	$ 170,260	$ 174,545

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.

KEY WORKLOAD MEASURES	ADOPTED 2015-16
Meetings held. 1/	30
Ordinances and resolutions passed. 2/	62
Budgets prepared and adopted.	1
Agenda actions taken. 1,2/	340
Ad hoc and standing committee meetings requiring staff support.	25

FOOTNOTES:
1/ Includes Successor Agency, Community Development and Housing Authority, and standing committees.
2/ Includes, but is not limited to City Council, Successor Agency, and Community Development and Housing Authority meetings.

Program: City Council
Account: 01-910-41

EXPENDITURE DETAIL

PERSONNEL COSTS		ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.					
4101-5	Council Members (5)	43,200	43,200	43,200	43,200
4105	Overtime	197	-	-	-
4320	Health Insurance	29,511	20,640	28,360	20,210
4340	PERS Retirement	5,542	6,120	3,910	7,960
4350	Medicare Tax	574	625	550	625
4360	Other Insurance	4,146	-	-	-
4361	Life/Disability Insurance	-	785	500	900
	Total:	$ 83,170	$ 71,370	$ 76,520	$ 72,895

OPERATING EXPENSES		ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.					
4231	Professional/Contract Services	11,681	5,000	-	-
4410	Meeting Expense	1,830	2,500	2,500	3,500
4420	Travel & Conference	17,934	30,000	30,000	30,000
4425	Memberships	30,493	31,740	31,740	36,330
4440	Telephone	10,291	7,800	7,800	8,820
4465	Special Department Supplies	1,690	2,200	2,200	2,500
4610	Sister City Program	13,745	10,500	10,000	10,500
4640	Special Events	2,934	4,000	4,000	4,500
4670	Community Promotions	18,490	5,500	5,500	5,500
	Total:	$ 109,088	$ 99,240	$ 93,740	$ 101,650

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016			
ACCT. NO.	DESCRIPTION 01-910-41		CITY COUNCIL
	SALARIES AND BENEFITS		
4101-4105	City Council		
	($720/mo. x 5 members x 12 mos.)		43,200
4320	Health Insurance (Medical, dental and vision)		20,210
4340	PERS Retirement		7,960
4350	Medicare Tax		625
4361	Life/Disability Insurance		900
		TOTAL	72,895
	MAINTENANCE AND OPERATIONS		
4410	**Meeting Expense**		
	County Supervisor Breakfast	500	
	Misc. expenses (e.g., outside meeting engagements, water, etc.)	3,000	
		TOTAL	3,500
4420	**Travel & Conference**		
	For conference registration, hotel, meals and transportation	30,000	
		TOTAL	30,000
4425	**Memberships**		
	Council Membership		
	CDA, CACEO	1,000	
	Subtotal:	***1,000***	
	Governance Memberships		
	California Contract Cities	3,400	
	League of California Cities	14,000	
	League of California Cities: Los Angeles Chapter	1,300	
	San Gabriel Valley Council of Governments (40%, Prop A 60%)	6,840	
	San Gabriel Valley Economic Partnership	5,400	
	Southern California Council of Governments	3,640	
	Subtotal:	***34,580***	
	Other Membership		
	Sister Cities International	600	
	U.S./Mexico Sister Cities	150	
	Subtotal:	***750***	
		TOTAL	36,330
4440	**Telephone**		
	Cell phone and iPad data charges ($140/mo. x 5 members x 12 mos.)	8,820	
		TOTAL	8,820

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016			
ACCT. NO.	DESCRIPTION 01-910-41		CITY COUNCIL
4465	**Special Department Supplies**		
	Books and general supplies	800	
	Plaques, proclamations, certificates, flowers, recognitions	1,200	
	Letterhead, badges, photos, placards	500	
		TOTAL	2,500
4610	**Sister City Program**		
		TOTAL	10,500
4640	**Special Events**		
	Annual Reorganization	2,000	
	Council/Commissioner BBQ	1,000	
	State of the City Address	1,500	
		TOTAL	4,500
4670	**Community Promotions**		
	Citizen's Academy	1,500	
	Sponsorships and partnership events	2,000	
	Community Meetings	2,000	
		TOTAL	5,500

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 2013-14	ADOPTED 2014-15		ADOPTED 2015-16
City Manager	1.00	1.00		1.00
Econ. Dev. Mgr./Asst. to City Manager	1.00	1.00		1.00
Executive Assistant to the City Manager	1.00	1.00		1.00
Management Analyst	1.00	1.00		1.00
Part-Time Positions	1.28	1.30		0.30
Total:	**5.28**	**5.30**		**4.30**

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs	714,484	616,655	579,740	567,275
Operating Expenses	279,443	336,275	306,675	244,635
Total:	**$ 993,927**	**$ 952,930**	**$ 886,415**	**$ 811,910**

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
General Fund	993,927	922,930	881,415	781,910
Public Arts Fund	-	30,000	5,000	30,000
Total:	**$ 993,927**	**$ 952,930**	**$ 886,415**	**$ 811,910**

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	ADOPTED 2015-16
Agenda reports reviewed and approved.	311
Departments supervised.	4
Community inquiries resolved or referred.	633

Program: City Manager
Account: 01-910-42

EXPENDITURE DETAIL

PERSONNEL COSTS	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4106 City Manager	263,227	185,000	185,000	185,000
4107 Executive Assistant to the City Manager	54,338	57,410	57,410	57,410
4109 Econ. Dev. Mgr./Asst. to City Manager	124,138	121,630	121,630	121,630
4172 Management Analyst	59,277	62,780	40,000	67,835
4150 Overtime	2,557	-	-	4,000
4161 Part-Time	77,615	67,645	70,000	11,230
4310 Optional Benefits Program	2,855	3,290	2,500	3,290
4320 Health Insurance	34,098	36,960	30,000	24,280
4340 PERS Retirement	76,433	65,710	60,000	75,880
4350 Medicare Tax	8,449	7,150	6,500	7,520
4360 Other Insurance	11,497	-	-	-
4361 Life/Disability Insurance	-	9,080	6,700	9,200
Total:	$ 714,484	$ 616,655	$ 579,740	$ 567,275

OPERATING EXPENSES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4231 Professional/Contract Services	266,097	300,800	271,800	220,555
4405 Mileage Reimbursement	4,089	5,400	5,400	5,400
4410 Meeting Expense	290	575	575	1,450
4420 Travel & Conference	5,368	16,000	16,000	8,500
4425 Memberships/Subscriptions	845	2,300	2,300	2,050
4440 Telephone	1,659	1,600	1,600	1,680
4465 Special Dept. Supplies	971	2,600	2,000	1,500
4670 Community Promotions	124	7,000	7,000	3,500
Total:	$ 279,443	$ 336,275	$ 306,675	$ 244,635

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016			
ACCT. NO.	DESCRIPTION 01-910-42		CITY MANAGER
	SALARIES AND BENEFITS		
4106	City Manager (CM)		185,000
4107	Executive Assistant to the City Manager (EACM)/ Management Analyst		57,410
4109	Asst. to City Manager (ACM)		121,630
4172	Management Analyst (FTMA)		67,835
4161	Part-Time		11,230
	Office Assistant (max. 12 hrs./wk. x 52 wks. x $18/hr.)		
4150	Overtime		4,000
4310	Optional Benefits Program		3,290
4320	Health Insurance		24,280
4340	PERS Retirement		75,880
4350	Medicare Tax		7,520
4361	Life/Disability Insurance		9,200
		TOTAL	567,275
	MAINTENANCE AND OPERATIONS		
4231	**Private/Special Contract Services**		
	City Magazine (CONNECT)		
	Art and design	37,080	
	Copy development and editing	6,695	
	Postage and distribution	12,360	
	Printing	37,080	
	Translation	1,340	
	Subtotal:	***94,555***	
	Economic Development		
	Chamber of Commerce	70,000	
	Advisory Service	20,000	
	Subtotal:	***90,000***	
	Other		
	Grant writing services	5,000	
	On-call design, copywriting and marketing services	6,000	
	City department workplan implementation	-	
	Subtotal:	***11,000***	

CITY OF TEMPLE CITY
BUDGET WORKSHEET
FY 2015-2016

ACCT. NO.	DESCRIPTION 01-910-42		CITY MANAGER
4231	**Private/Special Contract Services**		
	Public Art		
	Administrative Guidelines	20,000	
	Temporary Monument Artworks	5,000	
		TOTAL	220,555
4405	**Mileage Reimbursement**		
	Contractual Auto Allowances		
	CM ($300/mo. x 12 mos.)	3,600	
	ACM ($150/mo. x 12 mos.)	1,800	
		TOTAL	5,400
4410	**Meeting Expense**		
	Public agency liasion	100	
	San Gabriel Valley City Manager Association	350	
	Staff Meetings, seminars and workshops	1,000	
		TOTAL	1,450
4420	**Travel & Conference**		
	Allotment for conference registration, hotel, meals and transportation		
	($6,000/CM; $1,500/ACM; $500/EACM; $500/FTMA)	8,500	
		TOTAL	8,500
4425	**Memberships/Subscriptions**		
	3CMA - City/County Communications and Marketing Association	-	
	California Association of Economic Development	500	
	California Association of Public Information Officers	500	
	California City Manager Foundation	400	
	San Gabriel Valley City Manager Association	100	
	Municipal Management Association of Southern California	450	
	Misc. subscriptions	100	
		TOTAL	2,050
4440	**Telephone**		
	Cell phone service		
	($140/mo. x 12 mos.; for CM and ACM)	1,680	
		TOTAL	1,680

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016			
ACCT. NO.	DESCRIPTION 01-910-42		CITY MANAGER
4465	**Special Department Supplies**		
	Books and office supplies	1,500	
		TOTAL	1,500
4670	**Community Promotions**		
	Special project initiatives	1,500	
	Promotional items	2,000	
		TOTAL	3,500

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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.

STAFFING SUMMARY (FTEs)				
Personnel				
Total:				

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs	-	-	-	-
Operating Expenses	402,027	620,000	620,000	402,000
Total:	$ 402,027	$ 620,000	$ 620,000	$ 402,000

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
General Fund	402,027	620,000	620,000	402,000
Total:	$ 402,027	$ 620,000	$ 620,000	$ 402,000

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.

KEY WORKLOAD MEASURES	ADOPTED 2015-16
Advice and legal opinions provided (formal and informal).	286
Cases defended.	2
Legal documents prepared or reviewed.	572
Personnel matters addressed.	20
Trainings provided.	4

Program: City Attorney
Account: 01-910-43

EXPENDITURE DETAIL

PERSONNEL COSTS	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Total:	$ -	$ -	$ -	$ -

OPERATING EXPENSES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4234 City Attorney	222,128	220,000	220,000	220,000
4243 Special Counsel	156,524	398,000	398,000	180,000
4405 Mileage Reimbursement	996	2,000	2,000	2,000
4410 Meeting Expense	22,379	-	-	-
Total:	$ 402,027	$ 620,000	$ 620,000	$ 402,000

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016			
ACCT. NO.	DESCRIPTION 01-910-43		CITY ATTORNEY
	MAINTENANCE AND OPERATIONS		
4234	**City Attorney** Contracted legal services		
		TOTAL	220,000
4243	**Special Counsel**		
		TOTAL	180,000
4405	**Mileage Reimbursement** Travel costs		
		TOTAL	2,000

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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.

STAFFING SUMMARY (FTEs)				
Personnel				
Total:				

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs	-	825	825	-
Operating Expenses	750	82,045	80,990	-
Total:	$ 750	$ 82,870	$ 81,815	$ -

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
General Fund	750	82,870	81,815	-
Total:	$ 750	$ 82,870	$ 81,815	$ -

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, voter outreach and verification services to residents.

KEY WORKLOAD MEASURES	ADOPTED 2015-16
Number of active Temple City registered voters.	17,991
Number of permanent Vote-By-Mail resident voters.	5,557
Number of added and interactive resources posted to election section of City website.	14
Number of issued notices, news releases and stories.	26

Program: Elections
Account: 01-910-44

EXPENDITURE DETAIL

PERSONNEL COSTS	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4150 Overtime	-	-	-	-
4163 Part-Time: Seasonal	-	825	825	
Total:	$ -	$ 825	$ 825	$ -

OPERATING EXPENSES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4218 Election Services: LA County Registrar	-	2,050	2,050	-
4231 Private/Special Contract Services	750	5,400	4,000	-
4245 Election Services: Martin & Chapman	-	59,000	59,000	-
4246 Precinct Board Wages	-	4,220	3,750	-
4405 Mileage Reimbursement	-	75	15	-
4410 Meeting Expense	-	425	425	-
4450 Postage	-	6,750	6,750	-
4465 Special Department Supplies	-	300	300	-
4470 Legal Advertising	-	3,000	3,500	-
4490 Training	-	600	500	-
4590 Polling Place Rentals	-	125	-	-
4670 Community Promotions	-	100	700	-
Total:	$ 750	$ 82,045	$ 80,990	$ -

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016		
ACCT. NO.	DESCRIPTION 01-910-44	ELECTIONS
	SALARIES AND BENEFITS	
4163	**Part Time: Seasonal**	
	Election Night staffing	-
	TOTAL	-
	MAINTENANCE AND OPERATIONS	
4218	**Election Services: LA County Registrar**	
	Voter verification, precinct consolidation, street index, etc.	-
	TOTAL	-
4231	**Private/Special Contract Services**	
	Advisory services (on-call)	-
	Courier services (to County Recorder)	-
	TOTAL	-
4245	**Election Services: Martin & Chapman**	
	Supplies, ballots and vote counting	-
	Translation of public notices	-
	TOTAL	-
4246	**Precinct Board Wages**	
	Polling place inspectors and clerks (6 precincts)	-
	TOTAL	-
4450	**Postage**	
	Vote-by-mail ballots	-
	TOTAL	-
4470	**Legal Advertising**	
	Public notices (election counting, nominees and polling places)	-
	TOTAL	-
4490	**Trainings**	
	Election Day poll worker trainings	-
		-
4590	**Facility Rental**	
	Fee for polling places	-
	TOTAL	-
4670	**Community Promotions**	
	Candidate orientation workshop	-
	Voter outreach campaign	-
	TOTAL	-

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MANAGEMENT SERVICES

Program: City Clerk
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 2013-14	ADOPTED 2014-15		ADOPTED 2015-16
City Clerk	1.00	1.00		1.00
Deputy City Clerk	1.00	1.00		1.00
Part Time Position	0.13	0.14		0.14
Total:	**2.13**	**2.14**		**2.14**

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2013-14	ADOPTED 2015-16
Personnel Costs	213,818	218,485	217,985	229,855
Operating Expenses	79,816	109,105	74,215	74,755
Total:	**$ 293,634**	**$ 327,590**	**$ 292,200**	**$ 304,610**

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2013-14	ADOPTED 2015-16
General Fund	293,634	327,590	292,200	304,610
Total:	**$ 293,634**	**$ 327,590**	**$ 292,200**	**$ 304,610**

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 2015-16
Prepare and post City Council agendas, meeting highlights and minutes. 1/	150
Streamline records destruction process and increase destruction of obsolete records. 2/	150
Prepare, post and publish legal notices. 1/	40
Post City Council meeting videos and audio files to City website. 1/	40
Respond and provide public records as requested by public.	150

FOOTNOTES:
1/ Includes Successor Agency, former Redevelopment Agency and other authorities of the City Council.
2/ Records are destroyed in accordance with the City's records retention schedule; metric provides number of destroyed boxes that contain obsolete records.

Program: City Clerk
Account: 01-910-45

EXPENDITURE DETAIL

PERSONNEL COSTS	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4108 City Clerk	96,452	97,850	97,850	97,850
4111 Deputy City Clerk	50,895	52,630	52,630	59,155
4150 Overtime	2,857	2,500	2,500	2,500
4161 Part Time	1,766	5,200	5,200	5,400
4310 Optional Benefits Program	1,647	1,645	1,645	1,645
4320 Health Insurance	18,901	21,260	21,260	20,480
4340 PERS Retirement	33,206	31,865	31,660	37,030
4350 Medicare Tax	2,131	2,240	2,240	2,350
4360 Other Insurance	5,963	-	-	-
4361 Life/Disability Insurance	-	3,295	3,000	3,445
Total:	$ 213,818	$ 218,485	$ 217,985	$ 229,855

OPERATING EXPENSES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4231 Professional/Contract Services	61,990	85,580	57,240	59,150
4405 Mileage Reimbursement	681	500	500	500
4410 Meeting Expense	513	900	300	580
4420 Travel & Conference	2,388	4,650	4,650	4,000
4425 Memberships/Subscriptions	952	1,365	1,365	865
4440 Telephone	691	660	660	660
4445 Printing	19	250	-	150
4465 Special Department Supplies	2,676	4,000	3,000	2,350
4470 Legal Advertising	5,440	5,000	1,500	2,500
4490 Training	4,466	6,200	5,000	4,000
Total:	$ 79,816	$ 109,105	$ 74,215	$ 74,755

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016			
ACCT. NO.	DESCRIPTION 01-910-45		CITY CLERK
	SALARIES AND BENEFITS		
4108	City Clerk (CC)		97,850
4111	Deputy City Clerk (DCC)		59,155
4150	Overtime		2,500
	Meeting and special event coverage (as needed, for DCC)		
4161	Part Time		5,400
	Office Assistant (Max. 300 hr x $18/hr)		
4310	Optional Benefits Program		1,645
4320	Health Insurance		20,480
4340	PERS Retirement		37,030
4350	Medicare		2,350
4361	Life/Disability Insurance		3,445
		TOTAL	229,855
	MAINTENANCE AND OPERATIONS		
4231	**Private/Special Contract Services**		
	Codification and Records Mgmt.		
	Annual hosting (online municipal code)	500	
	Code supplements	1,500	
	Records destruction (shredding)	1,000	
	Meeting Tapings and Webcasts		
	City Council meetings	15,120	
	($630/mtg. x 2 mtgs./mo. x 12 mos.)		
	Additional special meetings	3,780	
	($630/mtg. x 6)		
	Live streaming	4,200	
	($350/mo. x 12 mos.)		
	Other Services		
	Council Chamber Audio/Video Equipment Maintenance	1,200	
	Advisory services (on-call)	5,000	
	Citywide Document imaging (back scanning)	13,000	
	ECMS Annual Software Maintenance and Support	5,100	
	Courier Service	250	

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016			
ACCT. NO.	DESCRIPTION 01-910-45		CITY CLERK
4231	**Private/Special Contract Services**		
	KGEM TV and Cable Services ($708x12)	8,500	
		TOTAL	59,150
4405	**Mileage Reimbursement**		
	Mileage reimbursement (for CC & DCC)	500	
		TOTAL	500
4410	**Meeting Expense**		
	Professional association meetings		
	City Clerk Association Monthly Meetings for CC & DCC $40x2x6	480	
	Misc. expenses (e.g., food, water, etc.)	100	
		TOTAL	580
4420	**Travel & Conference**		
	Allotment for two conference registrations, hotel, meals		
	and transportation	4,000	
		TOTAL	4,000
4425	**Memberships/Subscriptions**		
	City Clerks Assn. of California	195	
	International Institute of Municipal Clerks	275	
	National Notary Association	145	
	American Records Management Association	-	
	California Association of Clerks & Elected Officials	250	
		TOTAL	865
4440	**Telephone**		
	Cell phone service (for CC)	660	
	($55/mo. x 12 mos.)		
		TOTAL	660
4445	**Printing**		
	Council packet production	150	
			150
4465	**Special Department Supplies**		
	Office supplies	500	
	Record Management/Filing Supplies-pressboard folders and pendaflex	1,000	
	Meeting books and permanent record paper - 1 realm and 1 binder	600	
	Records Destruction Supplies - banker boxes	150	
	Publication and manuals	100	
		TOTAL	2,350

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016			
ACCT. NO.	DESCRIPTION 01-910-45		CITY CLERK
4470	**Legal Advertising** Public notices (ordinances, hearings, etc.)	2,500	
		TOTAL	2,500
4490	**Training** Annual certifications	4,000	
		TOTAL	4,000

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ADMINISTRATIVE SERVICES

Program 46: Support Services
Supports workforce needs.

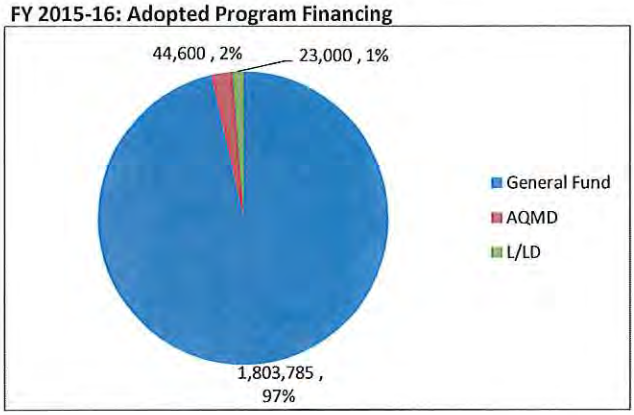
Program 47: Ins./Benefits
Manages insurance programs.

Program 48: Accounting
Tracks City financials.

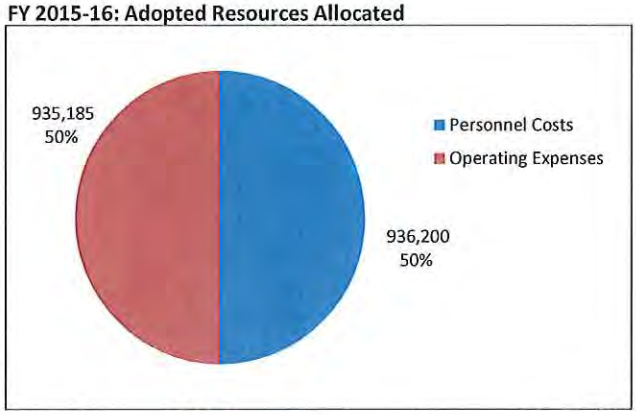
Program 49: Purchasing
Acquires supplies and services.

DEPARTMENT SUMMARY

FY 2015-16: Adopted Program Financing



FY 2015-16: Adopted Resources Allocated



	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
RESOURCES ALLOCATED				
Personnel Costs	630,650	841,150	794,925	936,200
Operating Expenses	607,297	786,725	856,585	935,185
Total:	**$ 1,237,947**	**$ 1,627,875**	**$ 1,651,510**	**$ 1,871,385**
PROGRAM FINANCING				
General Fund	870,118	1,377,875	1,401,510	1,803,785
Air Quality Management District	-	-	-	44,600
Lighting & Landscape District	-	-	-	23,000
Self Insurance Fund	147,085	250,000	250,000	-
Total:	**$ 1,017,203**	**$ 1,627,875**	**$ 1,651,510**	**$ 1,871,385**
PERSONNEL (FTE)	4.83	5.55		5.55
Total:	**4.83**	**5.55**		**5.55**

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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 2013-14	ADOPTED 2014-15		ADOPTED 2015-16
Personnel Analyst	0.50	0.50		0.50
Admin Services Director	0.25	0.25		0.25
Total:	0.75	0.75		0.75

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs 1/	56,711	93,445	79,790	95,095
Operating Expenses	164,033	55,740	109,500	37,715
Total:	$ 220,744	$ 149,185	$ 189,290	$ 132,810

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
General Fund		149,185	189,290	132,810
Total:	$ -	$ 149,185	$ 189,290	$ 132,810

KEY PROGRAM GOALS

1. Continue establishing best practices for Human Resources.
2. Ensure good relations are established with the Temple City Employees' Association.
3. Provide a framework for succession planning.
4 . Set-up training/classes for employees for personalized development.
5. Monitor progress based on each individual Employee Development Plan.

KEY WORKLOAD MEASURES	ADOPTED 2015-16
Maintain personnel records for all full and part-time employees.	40/47
Review and process annual employee evaluations and employee development plans.	40/47
City-wide training classes.	3

Program: Support Services
Account: 01-910-46

EXPENDITURE DETAIL

PERSONNEL		ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.					
4110	Personnel Analyst	5,037	34,340	25,700	37,115
4112	Admin Services Director	38,441	37,870	37,870	37,870
4310	Optional Benefits Program	206	615	480	615
4320	Health Insurance	1,946	6,035	4,100	7,020
4340	PERS Retirement	8,498	12,010	9,700	9,780
4350	Medicare Tax	626	1,035	880	1,085
4360	Other Insurance	1,957	-	-	-
4361	Life/Disability Insurance	-	1,540	1,060	1,610
	Total:	$ 56,711	$ 93,445	$ 79,790	$ 95,095

OPERATING EXPENSES		ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.					
4231	Private/Special Contract Services	129,903	7,300	70,000	2,700
4244	Legal Services	3,924	-	-	-
4410	Meeting Expense	130	100	100	100
4420	Travel & Conference	331	725	-	1,300
4425	Memberships/Subscriptions	6,755	6,815	6,200	6,815
4465	Special Dept. Supplies	1,669	1,700	1,200	1,700
4475	Classified Advertising	5,033	6,000	4,500	5,000
4490	Training	980	20,000	10,000	10,000
4495	Recruitment/Testing	4,363	3,100	3,500	3,100
4685	Special Projects	10,945	10,000	14,000	7,000
	Total:	$ 164,033	$ 55,740	$ 109,500	$ 37,715

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016			
ACCT. NO.	DESCRIPTION 01-910-46		SUPPORT SERVICES
	SALARIES AND BENEFITS		
4110	Personnel Analyst (50%)		37,115
4112	Administrative Services (25%)		37,870
4310	Optional Benefits Program		615
4320	Health Insurance		7,020
4340	PERS Retirement		9,780
4350	Medicare		1,085
4361	Life/Disability Insurance		1,610
		TOTAL	95,095
	MAINTENANCE AND OPERATIONS		
4231	**Private/Special Contract Services**		
	NeoGov Annual License Fee		
		TOTAL	2,700
4244	**Legal Services**		
	Contract legal services (as necessary)		
		TOTAL	-
4410	**Meeting Expense**		
	Miscellaneous meeting expense		
		TOTAL	100
4420	**Travel & Conference**		
	Western Region IPMA Annual Training Conference		
	Registration (Director and Personnel Analyst)	850	
	Lodging (Nights at $150)	300	
	Subsistence (2 days @ $50)	100	
	Transporation	50	
		TOTAL	1,300
4425	**Memberships/Subscriptions**		
	Gateway Public Employment Consortium	3,215	
	Employee Assistance Program	3,600	
		TOTAL	6,815
4465	**Special Department Supplies**		
	Business Cards/Business Card Shells	1,000	
	Name plates, badges & City seals	500	
	Miscellaneous	200	
		TOTAL	1,700

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016			
ACCT. NO.	DESCRIPTION 01-910-46		SUPPORT SERVICES
4475	**Classified Advertising**		
	Pasadena Star News, SGV Weekly, JoBTRAK, LA Times, Jobs Available, ICMA, Western City, etc.		
		TOTAL	5,000
4490	**Training**		
	City-wide for employee training	10,000	
		TOTAL	10,000
4495	**Recruitment/Testing**		
	Physical exams, fingerprinting, lunches for oral boards	2,500	
	Hepatitis B vaccinations	600	
		TOTAL	3,100
4685	**Special Projects**		
	Employee Recognition (Years of Service)	1,000	
	Employee Recognition Program	6,000	
		TOTAL	7,000

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 2013-14	ADOPTED 2014-15		ADOPTED 2015-16
Personnel Analyst	0.50	0.50		0.50
Admin Services Director	0.25	0.25		0.25
Total:	**0.75**	**0.75**		**0.75**

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs	262,323	412,775	393,050	487,915
Operating Expenses	32,793	428,325	436,500	464,750
Total:	**$ 295,116**	**$ 841,100**	**$ 829,550**	**$ 952,665**

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
General Fund	148,031	591,100	579,550	952,665
Self Insurance Fund	147,085	250,000	250,000	-
Total:	**$ 295,116**	**$ 841,100**	**$ 829,550**	**$ 952,665**

KEY PROGRAM GOALS

1. Ensure adequate coverage and loss control measures.
2. Ensure safe practices city-wide.
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 2015-16
Review and process monthly billing for employee benefits.	156
Annual review of City's Risk Management LossCAP program.	1
Worker's Comp claims are monitored for treatment of injured employee and follow-up.	3
Secure Special Events Insurance coverage as needed.	5

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

EXPENDITURE DETAIL

PERSONNEL		ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.					
4110	Personnel Analyst	5,037	34,335	25,700	37,115
4112	Admin Services Director	38,441	37,870	37,870	37,870
4305	Bonus Pay	71,287	26,075	20,000	35,970
4310	Optional Benefits Program	(1,050)	615	480	615
4315	Section 125	600	600	600	600
4320	Health Insurance	165,172	6,035	4,100	7,025
4321	Other Post Employment Benefits	-	170,660	170,660	164,240
4330	Unemployment Compensation	6,312	10,000	10,000	10,000
4340	PERS Retirement	5,396	12,010	9,700	9,780
4342	PERS Retirement (Part Time)	-	112,000	112,000	182,000
4350	Medicare Tax	1,609	1,035	880	1,090
4360	Other Insurance	(30,481)	-	-	-
4361	Life/Disability Insurance	-	1,540	1,060	1,610
	Total:	**$ 262,323**	**$ 412,775**	**$ 393,050**	**$ 487,915**

OPERATING EXPENSES		ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.					
4231	Private/Special Contract Services	26,163	-	-	-
4362	Worker Comp/General Liability	-	413,625	430,000	449,850
4410	Meeting Expense	52	100	100	100
4425	Memberships/Subscriptions	223	200	2,000	250
4465	Special Dept Supplies	61	400	400	550
4490	Training	3,017	5,000	1,000	5,000
4695	Education Expense	3,277	9,000	3,000	9,000
	Total:	**$ 32,793**	**$ 428,325**	**$ 436,500**	**$ 464,750**

CITY OF TEMPLE CITY
BUDGET WORKSHEET
FY 2015-2016

ACCT. NO.	DESCRIPTION 01-910-47		INSURANCE/BENEFITS
	SALARIES AND BENEFITS		
4110	Personnel Analyst (50%)		37,115
4112	Administrative Services Director (25%)		37,870
4305	Bonus Pay		35,970
	4% unique bonus skill for six employees	17,470	
	Biligual for eight employees	12,000	
	Stand by for three employees	6,500	
4310	Optional Benefits		615
4315	Section 125 (12 @ $25/mo.)		600
4320	Health Insurance		7,025
	Medical, dental and vision (active employees for this program, Personnel Analyst 50%, ASD 25%)		
4321	Other Post Employment Benefits		164,240
	Retired Employees		
	Medical (24)	149,095	
	Medical admin charge	2,000	
	Dental - Delta Care (2) Delta Dental DPO (18)	8,640	
	Vision (18)	4,505	
4330	Unemployment Compensation		10,000
4340	PERS Retirement		9,780
4342	PERS Retirement (Part Time)		182,000
4350	Medicare Tax		1,090
4631	Life/Disability Insurance		1,610
	Life Insurance - Assurant (for this program's active employees)	135	
	NOTE: $180/annually per employee		
	Disability Insurance - Assurant (for this program's active employees)	1,475	
	(Includes short-term and long-term disabilities)		
		TOTAL	487,915

CITY OF TEMPLE CITY
BUDGET WORKSHEET
FY 2015-2016

ACCT. NO.	DESCRIPTION 01-910-47		INSURANCE/BENEFITS
	MAINTENANCE AND OPERATIONS		
4362	**Worker Compensation/General Liability**		
	Workers' Compensation - CJPIA annual contribution	178,175	
	General Liability - CJPIA annual contribution	203,805	
	All Risk Property, including Earthquake - CJPIA	50,000	
	Automobile - CJPIA (projected est.)	8,000	
	Environmental Insurance	7,000	
	Notary Insurance (2 @ $100)	200	
	RFD Commercial Crime Program (CJPIA Commercial Blanket Bond Program)	1,500	
	Workers' Compensation & RFD amount for this Program	1,170	
		TOTAL	449,850
4410	**Meeting Expense**		
	Miscellaneous meeting expense		
		TOTAL	100
4425	**Memberships/Subscriptions**		
	Best's Insurance Rating Guide (CD-ROM with hard copy)		
		TOTAL	250
4465	**Special Department Supplies**		
	Employee safety videos, brochures and posters		
		TOTAL	550
4490	**Training**		
	Safety workshops as required by law:		
	First Aid, CPR & Preventive Disease Transmission, and AED training for all full-time and part-time employees		
		TOTAL	5,000
4695	**Education Expense**		
	Education/Tuition reimbursement program		
		TOTAL	9,000

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 2013-14	ADOPTED 2014-15		ADOPTED 2015-16
Admin Services Director	0.45	0.45		0.45
Accountant	1.00	1.00		1.00
Accounting Technician	1.00	1.00		1.00
Part-Time	0.88	1.60		1.60
Total:	3.33	4.05		4.05

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs	311,616	334,930	322,085	353,190
Operating Expenses	245,689	171,870	174,795	160,820
Total:	$ 557,305	$ 506,800	$ 496,880	$ 514,010

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
General Fund	557,305	506,800	496,880	514,010
Total:	$ 557,305	$ 506,800	$ 496,880	$ 514,010

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 cooordinate 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.
10. Comprehensive Financial Planning

KEY WORKLOAD MEASURES	ADOPTED 2015-16
Agendas and staff reports prepared for City and Agency. 1/	60
Coordinate, review, print and distribute proposed & adopted budget books annually.	45
Gather data, prepare and produce a Comprehensive Annual Financial Report (CAFR). 2/	1
Distribute manditory tax forms (W2 & 1099M) to employees and vendors annually.	230
Audits conducted annually. 3/	5
Long Range Financial Plan.	1
Completion of financial software conversions.	2

FOOTNOTES:
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 audit.

Program: Accounting
Account: 01-920-48

EXPENDITURE DETAIL

PERSONNEL		ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.					
4112	Admin Services Director	69,193	68,170	68,170	68,170
4114	Accountant	82,511	80,965	80,965	87,515
4115	Accounting Technician	22,438	45,655	45,655	51,320
4150	Overtime	5,296	1,000	1,000	1,000
4161	Part Time	71,337	79,340	67,000	79,975
4310	Optional Benefits Program	1,863	2,015	2,015	2,015
4320	Health Insurance	11,184	16,740	16,740	20,275
4340	PERS Retirement	36,992	32,885	32,380	34,255
4350	Medicare Tax	3,671	3,940	3,940	4,160
4360	Other Insurance	7,131	-	-	-
4361	Life/Disability Insurance	-	4,220	4,220	4,505
	Total:	$ 311,616	$ 334,930	$ 322,085	$ 353,190

OPERATING EXPENSES		ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.					
4231	Private/Special Contract Services	77,202	17,500	17,500	6,000
4232	Revenue Audit Services	13,334	9,500	9,500	9,500
4233	Audit Services	63,018	54,000	60,000	58,000
4405	Mileage Reimbursement	1,936	1,900	1,500	1,800
4410	Meeting Expense	927	600	600	600
4420	Travel & Conference	1,918	4,750	2,000	2,300
4425	Memberships/Subscriptions	950	970	970	970
4440	Telephone	735	660	735	660
4465	Special Dept Supplies	1,452	2,500	2,500	2,500
4480	Bank Charges	52,011	40,000	40,000	40,000
4490	Training	1,502	2,000	2,000	1,000
4530	Special Equipment Maintenance	30,704	37,490	37,490	37,490
	Total:	$ 245,689	$ 171,870	$ 174,795	$ 160,820

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016		
ACCT. NO.	DESCRIPTION 01-920-48	ACCOUNTING
	SALARIES AND BENEFITS	
4112	Administrative Services Director (45%)	68,170
4114	Accountant	87,515
4115	Accounting Technician	51,320
4150	Overtime	1,000
4161	Part Time	
	Accountant $34 x 35 Hrs x 52 Wks	61,880
	Finance Intern $12 x 29 Hrs x 52 Wks	18,095
4310	Optional Benefits Program	2,015
4320	Health Insurance	20,275
4340	PERS Retirement	34,255
4350	Medicare	4,160
4361	Life/Disability Insurance	4,505
	TOTAL	353,190
	MAINTENANCE AND OPERATIONS	
4231	**Private/Special Contract Services**	
	PBB Center for Priority Based Budgeting	
	TOTAL	6,000
4232	**Revenue Audit Services**	
	Sales Tax Revenue Audit	
	Documentary Transfer Tax Audits	
	TOTAL	9,500
4233	**Audit Services**	
	Annual Audit	
	State Reports	
	Comprehensive Annual Financial Report Expense	
	TOTAL	58,000
4405	**Mileage Reimbursement**	
	Auto allowance per Contract Agreement for Admin Srvs Director ($150 x 12 months)	
	TOTAL	1,800
4410	**Meeting Expense**	
	CSMFO Bi-Monthly Meetings and other	
	TOTAL	600

CITY OF TEMPLE CITY
BUDGET WORKSHEET
FY 2015-2016

ACCT. NO.	DESCRIPTION 01-920-48				ACCOUNTING
4420	**Travel & Conference**				
	CSMFO Annual Seminar, CMTA Annual Seminar, or CalPERS Education Forum (Director and Accountant)				
	Registration	350 x2	700		
	Subsistence (2 days @ $50)	100 x 2	200		
	Transportation	200 x 2	400		
	Hotel (2 nights @ $250)	500 x 2	1,000		
		Sub Total	2,300		
				TOTAL	2,300
4425	**Memberships/Subscriptions**				
	California Society of Municipal Finance Officers (CSMFO)			110	
	California Municipal Treasurers Association (CMTA)			160	
	Government Finance Officers Association (GFOA)			700	
				TOTAL	970
4440	**Telephone**				
	Cellular Phone Monthly Service Charge (12 months @ $55)				
				TOTAL	660
4465	**Special Department Supplies**				
	Check Order, Cash Register Supplies, 1099 Envelopes				
	Miscellaneous Office and Computer Supplies				
				TOTAL	2,500
4480	**Bank/Payroll Charges**				
	Checking Account				
	Merchant Account (Visa/Master Card Charges)				
	Section 125 Account				
	Payroll Processing Charges				
	Armored Truck Services				
				TOTAL	40,000
4490	**Training**				
	Seminars/workshops for CMTA, CSMFO, Payroll Certification and other trainings for the Accountant and Account Analyst				
				TOTAL	1,000
4530	**Special Equipment Maintenance**				
	Pentamation Annual Maintenance				
	Four J's Report Writing		2,300		
	ProLiant/Smart Array		1,080		
	Optio DCS Phone Support		390		
	Pentamation ASP and Payroll System ($2,510 x 12 months)		30,120		
	Progressive Solution for Cash Register		3,600		
				TOTAL	37,490

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 2013-14	ADOPTED 2014-15		ADOPTED 2015-16
Part-Time	0.00	0.00		0.00
Total:	0.00	0.00		0.00

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs	-	-	-	-
Operating Expenses	164,782	130,790	135,790	271,900
Total:	$ 164,782	$ 130,790	$ 135,790	$ 271,900

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
General Fund	164,782	130,790	135,790	204,300
Air Quality Management District	-	-	-	44,600
Lighting & Landscape District		-	-	23,000
Total:	$ 164,782	$ 130,790	$ 135,790	$ 271,900

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 and vehicles leases 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 2015-16
Daily and annual outgoing mail . 1/	75,000
Copiers maintained. 2/	6
Fixed assets inventory & depreciation. 3/	annually
Orders placed for replenishing water, toner, paper, office, & misc supplies.	60

FOOTNOTES:

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

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

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

Program: Purchasing
Account: 01-920-49

EXPENDITURE DETAIL

PERSONNEL	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4161 Part-Time	-	-	-	-
Total:	$ -	$ -	$ -	$ -

OPERATING EXPENSES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4231 Private/Special Contract Service	-	-	-	85,000
4415 Vehicle Operation	-	-	-	45,000
4425 Memberships/Subscriptions	235	200	200	200
4445 Printing	3,539	9,000	3,000	6,000
4450 Postage	16,097	15,000	10,000	11,000
4460 Office Supplies	27,019	12,000	30,000	28,500
4465 Special Dept Supplies	1,793	1,500	1,500	1,500
4510 Maintenance & Repair	69,140	48,090	48,090	49,000
4520 Office Equipment Maintenance	38,133	28,000	28,000	28,000
4530 Special Equipment Maintenance	7,478	15,000	15,000	15,700
4580 Equipment Rental	1,348	2,000	-	2,000
Total:	$ 164,782	$ 130,790	$ 135,790	$ 271,900

CITY OF TEMPLE CITY
BUDGET WORKSHEET
FY 2015-2016

ACCT. NO.	DESCRIPTION 01-920-49		PURCHASING
	MAINTENANCE AND OPERATIONS		
4231	**Private/Special Contract Service** City lease vehicles (including repair and maintenance) 51,900 (GF) 17,600 (AQMD) 15,500 (L/LD)		
		TOTAL	85,000
4415	**Vehicle Operation**		
	Fuel for Hydrid Vehicles (AQMD Fund)	27,000	
	Fuel for Trees & Parkway Program Vehicles (L/LD Fund)	5,000	
	Fuel and Maintenance Service for City Tractor (L/LD Fund)	2,500	
	Fuel for Vehicles not funded by AQMD (GF)	9,000	
	Gasoline for Mowers, Edgers, etc (GF)	1,500	
		TOTAL	45,000
4425	**Memberships/Subscriptions** Sams Club Annual Membership ($100 flat fee for credit line + 1 member @ $30 + 4 additional cards @ $15 plus tax)		
		TOTAL	200
4445	**Printing** Copier Paper Outside Printing / Engraving (Engraving, letterhead, envelopes, annual budget covers)		
		TOTAL	6,000
4450	**Postage** Replenish meter, 3rd class bulk, 1st class bulk, postal box rental, Overnight letters, public notices, cert/return receipts, Friday mailings Annual Acctg/Permit Fee		
		TOTAL	11,000
4460	**Office Supplies** OfficeMax, Viking Office Products and other vendors Office Supplies: City-wide calendar purchase, fax machine supplies, writing pads, pencils/pens, typewriter ribbons, calculator tapes, etc. Computer paper, ribbons, laser printer, monitor, drum units, software programs, laser printer developer and miscellaneous items		
		TOTAL	28,500

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016			
ACCT. NO.	DESCRIPTION 01-920-49		PURCHASING
4465	**Special Department Supplies**		
	Lunch Room Supplies		
		TOTAL	1,500
4510	**Maintenance & Repair**		
	Equipment maintenance		
	Management Information Sytems (MIS) Service (460 hrs x $91.5/hr)	43,000	
	Annual hosting fee and cloud services for Website	6,000	
		TOTAL	49,000
4520	**Office Equipment Maintenance**		
	Mail Machine, Electronic Scale - Pitney Bowes		
	Phone System-ATT/SBC		
	Copiers Lease for City Hall (2)		
		TOTAL	28,000
4530	**Special Equipment Maintenance**		
	Anti-Virus Renewal, Watchguard Firewall Support		
	Email mailbox licenses		
	AT&T monthly internet service fee		
	Warranty Service Contracts:		
	HP Net Server (Sungard Public Sector)		
	Backup software $1,800 annually		
	Two-year server warranty extension $4,000		
	SAN Maintenance $1,500 x 2		
		TOTAL	15,700
4580	**Equipment Rental**		
	Postal Machine Reset Meter Fee		
		TOTAL	2,000

PARKS & RECREATION

Program 57: Rec./Human Svc
Coordinates recreation programs

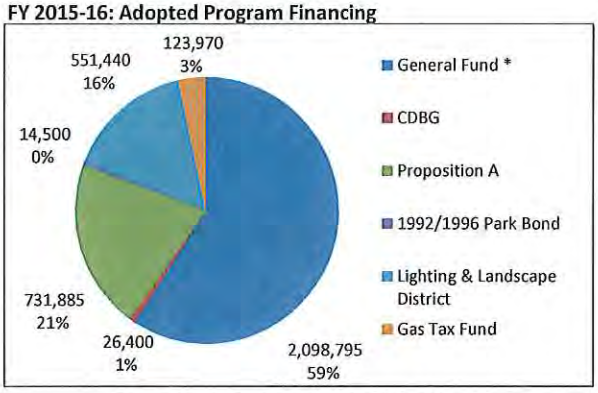
Program 58: Public Trans.
Coordinates public transit programs

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

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

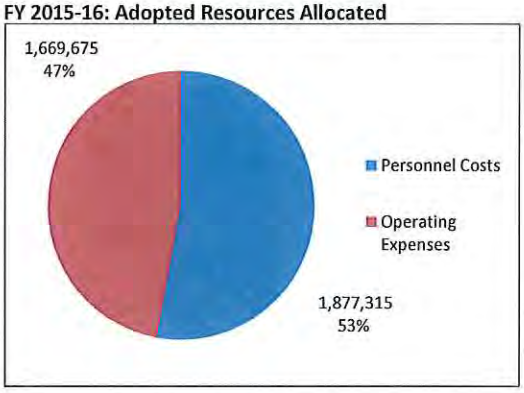
DEPARTMENT SUMMARY

FY 2015-16: Adopted Program Financing



* Fees & Charges funds approximately $570,840

FY 2015-16: Adopted Resources Allocated



	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
RESOURCES ALLOCATED				
Personnel Costs	1,734,190	1,769,910	1,697,185	1,877,315
Operating Expenses	1,482,917	1,803,090	1,621,695	- 1,669,675
Total:	**$ 3,217,107**	**$ 3,573,000**	**$ 3,318,880**	**$ 3,546,990**
PROGRAM FINANCING				
General Fund	1,933,539	2,031,260	1,920,635	2,098,795
CDBG	26,882	26,860	26,860	26,400
Proposition A	661,919	759,555	698,900	731,885
1992/1996 Park Bond	40,000	40,000	40,000	14,500
Lighting & Landscape Dist.	419,533	591,465	508,625	551,440
Gas Tax	122,869	123,860	123,860	123,970
TC Tree Restoration Grant	12,365	-	-	-
State Recycling Fund	-	-	-	-
Total:	**$ 3,217,107**	**$ 3,573,000**	**$ 3,318,880**	**$ 3,546,990**
PERSONNEL (FTE)	35.25	33.04		36.48
Total:	35.25	33.04		36.48

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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 2013-14	ADOPTED 2014-15		ADOPTED 2015-16
Director of Parks & Recreation	0.40	0.40		0.40
P & R Supervisor	0.60	0.60		0.60
Administrative Coordinator	0.30	0.30		0.30
P & R Coordinator	2.00	2.00		2.00
Part Time Positions	16.55	15.10		15.33
Total:	**19.85**	**18.40**		**18.63**

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs	749,766	747,920	692,490	732,980
Operating Expenses	399,727	433,100	407,460	423,280
Total:	**$ 1,149,493**	**$ 1,181,020**	**$ 1,099,950**	**$ 1,156,260**

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
General Fund 1/	1,122,611	1,154,160	1,073,090	1,129,860
CDBG	26,882	26,860	26,860	26,400
Total:	**$ 1,149,493**	**$ 1,181,020**	**$ 1,099,950**	**$ 1,156,260**

KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED 2015-16
New recreation programs planned/offered.	10
Agendas, minutes, staff reports written, reviewed, and approved. 2/	120
Community special events planned and conducted.	16
Youth Scholarship applications reviewed and processed.	125
Volunteer service hours coordinated.	8,000

FOOTNOTES:
1/ Fees & Charges funds portion (approximately $587,725 in FY 2015-16).
2/ Includes City Council and Parks & Recreation Commission.

Program: Recreation
Account: 01-940-57

EXPENDITURE DETAIL

PERSONNEL	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4122 Director of Parks & Recreation	57,195	55,650	55,650	55,650
4123 Parks & Recreation Supervisor	18,922	40,995	40,995	40,995
4124 Administrative Coordinator	20,835	20,850	20,850	22,540
4125 Community Srvc. Specialist	28,247	-	-	-
4127 P & R Coordinator	60,688	52,605	52,605	56,990
4147 P & R Coordinator	62,047	64,420	30,000	45,055
4150 Overtime	19,060	22,940	22,940	20,000
4161 Part Time	6,298	17,900	17,900	16,250
4162 Part Time - Rec. Leaders	203,565	235,440	235,440	232,080
4164 Part Time - Rec. Aides	100,117	79,880	79,880	89,930
4165 Part Time - Senior Leaders	43,243	53,430	53,430	55,060
4310 Optional Benefits Program	2,835	2,715	2,300	2,715
4320 Health Insurance	28,149	32,345	26,000	32,585
4340 PERS Retirement	55,828	55,440	44,000	50,085
4350 Medicare Tax	7,996	8,160	7,000	8,105
4360 Other Insurance	34,741	-	-	-
4361 Life/Disability Insurance	-	5,150	3,500	4,940
Total:	**$ 749,766**	**$ 747,920**	**$ 692,490**	**$ 732,980**

OPERATING EXPENSES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4216 Contract Srvc - Public	5,499	6,000	6,000	6,000
4272 Recreation Specialists	121,091	114,600	114,000	120,850
4405 Mileage Reimbursement	1,800	1,890	1,820	1,880
4410 Meeting Expense	417	500	400	500
4415 Vehicle Operation	5,567	6,000	6,000	-
4420 Travel & Conference	3,209	9,000	7,000	9,100
4425 Memberships/Subscriptions	2,507	3,260	3,200	3,300
4430 Publications	5,000	5,500	5,000	-
4440 Telephone	2,659	2,520	2,400	2,400
4445 Printing	11,754	19,000	16,000	20,000
4455 Uniforms	4,119	3,000	2,500	2,500
4460 Office Supplies	1,870	2,000	1,800	2,000
4465 Special Dept. Supplies	9,629	9,250	8,500	8,750
4490 Training	733	2,500	2,000	2,000
4530 Special Equipment Maintenance	3,676	-	-	-
4580 Equipment Rental	3,234	3,800	3,500	4,300
4617 TC Unified School District	26,523	27,330	27,340	28,150
4630 Annual Events	92,536	102,950	100,000	103,200
4680 Promotional Items	2,307	2,200	2,000	2,200
4690 Special Program Expense	95,597	111,800	98,000	106,150
Total:	**$ 399,727**	**$ 433,100**	**$ 407,460**	**$ 423,280**

CITY OF TEMPLE CITY
BUDGET WORKSHEET
FY 2015-16

ACCT. NO.	DESCRIPTION 01-940-57 RECREATION/HUMAN SERVICES		
	SALARIES AND BENEFITS		
4122	Director of P & R (40%) #1		55,650
4123	Parks & Recreation Supervisor (60%) #1		40,995
4124	Administrative Coordinator (30%)		22,540
	#1 - Administration (20%)		
	#10 - Volunteers (10%)		
4127	Parks & Recreation Coordinator		56,990
	#5 - Classes (40%)		
	#6 - Seniors (40%)		
	#8 - Sports (20%)		
4147	Parks & Recreation Coordinator		45,055
	#3 - Teens (25%)		
	#4 - Playgrounds (35%)		
	#7 - Special Events (20%)		
	#9 - Day Camp (20%)		
4150	Overtime		20,000
	#1 - Administration	3,000	
	#7 - Special Events	17,000	
4161	Part Time - Parks & Recreation Intern		16,250
	#1 - Administration		
4162	Part Time - Leadership		232,080
	#2 - Aquatics (Not budget)	-	
	#3 - Teens	39,760	
	#4 - Playgrounds	128,500	
	#5 - Classes	6,370	
	#7 - Special Events	14,200	
	#8 - Sports	39,070	
	#9 - Day Camp	4,180	
4164	Part Time - Aides		89,930
	#4 - Playgrounds	40,650	
	#5 - Classes	1,200	
	#7 - Special Events	6,610	
	#8 - Sports	39,070	
	#9 - Day Camp	2,400	
4165	Part Time - Senior Leader		55,060
	#3 - Teens	12,050	
	#4 - Playgrounds	12,050	
	#5 - Classes	800	

CITY OF TEMPLE CITY
BUDGET WORKSHEET
FY 2015-16

ACCT. NO.	DESCRIPTION 01-940-57		RECREATION/HUMAN SERVICES
4165	#6 - Senior Citizens	3,210	
	#7 - Special Events	4,810	
	#8 - Sports	20,690	
	#9 - Day Camp	1,450	
4310	Optional Benefits Program		2,715
4320	Health Insurance		32,585
4340	PERS Retirement		50,085
4350	Medicare		8,105
4361	Life/Disability Insurance		4,940
		TOTAL	732,980
	MAINTENANCE AND OPERATIONS		
4216	**Contract Svs Public - Senior Lunch Manager**		
	#6 - Seniors		
		TOTAL	6,000
4272	**Contract Service - Recreation Specialists**		
	#5 - Classes		
		TOTAL	120,850
4405	**Mileage Reimbursement**		
	#1 - Administration		
		TOTAL	1,880
4410	**Meeting Expense**		
	#1 - Administration		
		TOTAL	500
4420	**Travel & Conference**		
	Commissioners (2) and Staff (4) will be allotted $1,500 per year for conferences. They can choose a conference from below, or any other conference available to them.		
	#1 - Administration		
	A. California Parks & Recreation Society Conference Southern California, March 2016 - $750		
	B. California Joint Powers Insurance Authority Conference San Francisco, Fall 2016 $1,125		
		TOTAL	9,100

CITY OF TEMPLE CITY
BUDGET WORKSHEET
FY 2015-16

ACCT. NO.	DESCRIPTION 01-940-57		RECREATION/HUMAN SERVICES
4425	**Memberships/Subcriptions**		
	#1 - Administration		
		TOTAL	3,300
4430	**Publications**		
	#1 - Administration		
		TOTAL	-
4440	**Telephone**		
	#4 - Playgrounds		
		TOTAL	2,400
4445	**Printing**		
	#1 - Administration	14,500	
	#3 - Teens	500	
	#4 - Playgrounds	750	
	#6 - Senior Citizens	300	
	#7 - Special Events	3,000	
	#8 - Sports	750	
	#9 - Day Camp	200	
		TOTAL	20,000
4455	**Uniforms**		
	#1 - Administration		
		TOTAL	2,500
4460	**Office Supplies**		
	#1 - Administration		
		TOTAL	2,000
4465	**Special Department Supplies**		
	#1 - Administration	2,000	
	#6 - Senior Citizens	1,000	
	#7 - Special Events	1,000	
	#10 - Volunteers	4,750	
		TOTAL	8,750
4490	**Training**		
	#1 - Administration		
		TOTAL	2,000
4580	**Equipment Rental**		
	#7 - Special Events	2,500	
	#8 - Sports	1,800	
		TOTAL	4,300

CITY OF TEMPLE CITY
BUDGET WORKSHEET
FY 2015-16

ACCT. NO.	DESCRIPTION 01-940-57	RECREATION/HUMAN SERVICES	
4617	**Temple City Unified School District**		
	#1 Annual Facilities Use Agreement		
		TOTAL	28,150
4630	**Annual Events**		
	#6 - Senior Citizens	1,000	
	#7 - Special Events	94,600	
	#10 - Volunteers	7,600	
		TOTAL	103,200
4680	**Promotional Items**		
	#1 - City apparel & giveaways		
		TOTAL	2,200
4690	**Special Program Expense**		
	#3 - Teens	9,600	
	#4 - Playgrounds	20,180	
	#5 - Classes	1,700	
	#6 - Senior Citizens	23,460	
	#8 - Sports	47,410	
	#9 - Day Camp	3,800	
		TOTAL	106,150

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 2013-14	ADOPTED 2014-15		ADOPTED 2015-16
Admin Services Director	0.05	0.05		0.05
Director of Parks & Recreation	0.20	0.20		0.10
Administrative Coordinator	0.35	0.35		0.35
Part Time Position	0.00	0.00		0.25
Total:	**0.60**	**0.60**		**0.75**

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs	81,577	67,845	67,715	75,255
Operating Expenses	580,342	691,710	631,185	656,630
Total:	**$ 661,919**	**$ 759,555**	**$ 698,900**	**$ 731,885**

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Proposition A 1/ (Included Bus Pass Sales)	661,919	759,555	698,900	731,885
Total:	**$ 661,919**	**$ 759,555**	**$ 698,900**	**$ 731,885**

KEY PROGRAM GOALS

1. Manage, supervise and promote the Dial-A-Ride program including processing of new members.
2. Work 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.

KEY WORKLOAD MEASURES	ADOPTED 2015-16
Dial-A-Ride applications processed.	50
Community inquiries resolved or referred .	150
Youth and adult excursions coordinated.	35
Bus shelters inspected	30

FOOTNOTES:
1/ Bus Pass Sales funds a portion (approximately $151,400 in FY 2015-16).

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

EXPENDITURE DETAIL

PERSONNEL	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4112 Admin Services Director	7,688	7,575	7,575	7,575
4122 Director of Parks & Recreation	28,597	27,825	27,825	13,915
4124 Administrative Coordinator	24,307	24,325	24,325	26,295
4161 Part Time	-	-	-	9,880
4310 Optional Benefits Program	493	205	205	410
4320 Health Insurance	5,598	2,540	2,540	5,095
4340 PERS Retirement	12,373	4,605	4,475	10,420
4350 Medicare Tax	464	310	310	635
4360 Other Insurance	2,057	-	-	-
4361 Life/Disability Insurance	-	460	460	1,030
Total:	**$ 81,577**	**$ 67,845**	**$ 67,715**	**$ 75,255**

OPERATING EXPENSES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4233 Audit Services	800	800	800	800
4274 Dial-A-Ride	363,151	450,000	420,000	441,020
4275 Recreation Transit	35,421	42,000	35,000	35,000
4278 Bus Passes	163,341	171,540	156,000	158,000
4425 Memberships/Subscriptions	9,471	9,500	9,500	9,500
4440 Telephone	179	210	185	210
4450 Postage	-	500	-	500
4465 Special Dept. Supplies	227	1,000	500	1,000
4540 Bus Shelter Maintenance	7,752	16,160	9,200	10,600
Total:	**$ 580,342**	**$ 691,710**	**$ 631,185**	**$ 656,630**

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-16			
ACCT. NO.	DESCRIPTION 15-940-58		PUBLIC TRANSPORTATION
	SALARIES AND BENEFITS		
4112	Administrative Services Director (5%)		7,575
4122	Director of Parks & Recreation (10%)		13,915
4124	Administrative Coordinator (35%)		26,295
4161	Part Time		9,880
4310	Optional Benefits Program		410
4320	Health Insurance		5,095
4340	PERS Retirement		10,420
4350	Medicare		635
4361	Life/Disability Insurance		1,030
		TOTAL	75,255
	MAINTENANCE AND OPERATIONS		
4233	**Audit Service**		
	Audit of Prop A Account		
	(Portion of Prop A revenue not to exceed $800)		
		TOTAL	800
4274	**Dial-A-Ride**		
	Contract to operate City's Dial-A-Ride Service	441,020	
		TOTAL	441,020
4275	**Recreation Transit**		
	Youth & Family Excursions	15,000	
	Adult Excursions	20,000	
		TOTAL	35,000
4278	**Bus Passes**		
	MTA Bus passes & tokens sold to residents at a reduced rate		
		TOTAL	158,000
4425	**Memberships/Subscriptions**		
	San Gabriel Valley COG (60% of membership cost)		
		TOTAL	9,500
4440	**Telephone**		
	Phone line for bus pass TAP cards		
		TOTAL	210
4450	**Postage**		
	Includes cost of postage for transportation survey and correspondence		
		TOTAL	500

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-16		
ACCT. NO.	DESCRIPTION 15-940-58	PUBLIC TRANSPORTATION
4465	**Special Department Supplies**	
	Includes receipts, laminating supplies and other miscellaneous supplies	
	TOTAL	1,000
4540	**Bus Shelter Maintenance**	
	Clean & repair shelters on a scheduled basis ($30 x 31 x 12 months)	8,100
	Structure repairs, painting, etc.	2,500
	TOTAL	10,600

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 2013-14	ADOPTED 2014-15		ADOPTED 2015-16
Director of Parks & Recreation	0.25	0.25		0.25
Administrative Coordinator	0.25	0.25		0.25
Parks & Recreation Supervisor	0.40	0.40		0.40
Park Maintenance Worker	3.00	3.00		3.00
Park Maintenance Lead Worker	1.00	1.00		1.00
Part Time Positions	6.17	5.17		8.10
Total:	**11.07**	**10.07**		**13.00**

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs	586,470	620,820	605,845	713,205
Operating Expenses	264,458	296,280	281,700	270,230
Total:	**$ 850,928**	**$ 917,100**	**$ 887,545**	**$ 983,435**

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
General Fund 1/	810,928	877,100	847,545	968,935
1992/1996 Park Bond 2/	40,000	40,000	40,000	14,500
Total:	**$ 850,928**	**$ 917,100**	**$ 887,545**	**$ 983,435**

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 2015-16
Park inspections performed. 3/	150
Reservations processed. 4/	1,400
Special projects (CIP) managed or supported.	2

FOOTNOTES:
1/ Rental fees funds a portion ($70,000 in FY 2015-16).
2/ Partially funds personnel and benefit costs for Parks & Recreation Supervisor.
3/ Includes formal facility and playground inspections as well as routine park inspections.
4/ Includes community center, picnic shelters, tennis courts, and Performing Arts Pavilion reservations.

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

EXPENDITURE DETAIL

PERSONNEL	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4122 Director of Parks & Recreation	35,748	34,780	34,780	34,780
4123 Parks & Recreation Supervisor	12,614	27,330	27,330	27,330
4124 Administrative Coordinator	17,363	17,375	17,375	18,785
4136 Park Maintenance Worker	44,809	47,235	47,235	53,085
4137 Park Maintenance Worker	45,610	47,235	47,235	53,085
4138 Park Maintenance Worker	48,312	51,425	51,425	55,585
4140 Park Maintenance Lead Worker	57,148	56,925	56,925	61,525
4150 Overtime	11,089	12,000	12,000	12,000
4161 Part Time Park Maint Worker	25,769	33,530	33,530	34,830
4162 Part Time - Rec. Leaders	129,404	127,270	127,270	127,150
4164 Part Time - Rec. Aides	20,137	20,800	20,800	20,860
4165 Part Time - Senior Leaders	6,978	9,640	9,640	10,450
4166 Part Time - Park Patrol Officer	-	-	-	63,290
4310 Optional Benefits Program	3,845	4,070	4,000	4,030
4320 Health Insurance	35,633	50,000	40,500	56,705
4340 PERS Retirement	66,950	68,415	63,500	65,235
4350 Medicare Tax	6,503	6,300	6,300	7,625
4360 Other Insurance	18,558	-	-	-
4361 Life/Disability Insurance	-	6,490	6,000	6,855
Total:	**$ 586,470**	**$ 620,820**	**$ 605,845**	**$ 713,205**

OPERATING EXPENSES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4231 Private/Special Contract Services	-	25,000	18,000	7,000
4252 Janitorial Services	42,884	44,400	43,500	46,800
4259 Mechanical Maintenance	7,358	12,000	7,500	11,000
4260 General Maintenance	9,997	11,600	11,600	10,030
4415 Vehicle Operation	20,824	11,500	10,000	-
4435 Utilities	102,876	106,000	110,000	115,000
4440 Telephone	18,518	20,880	18,500	20,000
4455 Uniforms	2,937	5,000	5,000	6,500
4460 Office Supplies	1,272	1,500	1,500	1,500
4465 Special Dept. Supplies	22,305	25,000	23,000	24,500
4490 Training	396	1,000	500	1,000
4510 Maintenance & Repair	29,762	28,000	28,000	22,000
4530 Special Equipment Maintenance	4,346	2,500	3,000	3,000
4550 Small Tool Replacement	587	800	700	800
4580 Equipment Rental	396	1,100	900	1,100
Total:	**$ 264,458**	**$ 296,280**	**$ 281,700**	**$ 270,230**

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-16			
ACCT. NO.	DESCRIPTION 01-940-59		PARKS - MAINT/FACILITIES
	SALARIES AND BENEFITS		
4122	Director of Parks & Recreation (25%)		34,780
4123	Parks & Recreation Supervisor (40%)		27,330
4124	Administrative Coordinator (25%)		18,785
4136	Park Maintenance Worker		53,085
4137	Park Maintenance Worker		53,085
4138	Park Maintenance Worker		55,585
4140	Park Maintenance Lead Worker		61,525
4150	Overtime		12,000
4161	Part-Time Park Maintenance Worker (2)		34,830
4162	Part Time - Leadership		127,150
4164	Part Time - Rec Aides		20,860
4165	Part Time - Senior Leader		10,450
4166	Part Time - Park Patrol Officers		63,290
4310	Optional Benefits Program		4,030
4320	Health Insurance		56,705
4340	PERS Retirement		65,235
4350	Medicare		7,625
4361	Life/Disability Insurance		6,855
		TOTAL	713,205
	MAINTENANCE AND OPERATIONS		
4231	**Private/Special Contract Services**		
	Park Impact/Quimby Fee Study (SCI Consulting)		
		TOTAL	7,000
4252	**Janitorial Services**		
	Monthly maintenance - Comm. Cntr. & Restrooms	31,200	
	Wax & polish floors - Comm. Cntr.	7,200	
	Monthly maintenance - Annex	8,400	
		TOTAL	46,800
4259	**Mechanical Maintenance**		
		TOTAL	11,000
4260	**General Maintenance**		
	Weed Abatement Services	1,500	
	Pest Control	900	
	Alarm, Fire, CCTV System Monitoring	4,000	

CITY OF TEMPLE CITY
BUDGET WORKSHEET
FY 2015-16

ACCT. NO.	DESCRIPTION 01-940-59	PARKS - MAINT/FACILITIES	
4260	Fire Supression System Inspection & Monitoring	1,700	
	Charbroiler Fee - SCAQMD	220	
	Health Permit Fee - Concession Stand	280	
	Control Link Fee - Musco	430	
	Industrial Waste Pumping Service & Fees	1,000	
		TOTAL	10,030
4435	**Utilities**		
	Edison International (estimated)	75,000	
	Southern California Gas (estimated)	5,000	
	Cal-American Water/Sunnyslope Water (estimated)	35,000	
		TOTAL	115,000
4440	**Telephone**		
	Local & long distance service (estimated)	3,000	
	Internet - City Hall/LOP connection	14,000	
	Cellular phones $250/mo x 12 mo	3,000	
		TOTAL	20,000
4455	**Uniforms**		
	Maintenance personnel uniforms	4,000	
	Purchase of Park & Recreation personnel staff shirts	1,500	
	Park Patrol Officers uniforms	1,000	
		TOTAL	6,500
4460	**Office Supplies**		
	Miscellaneous office supplies		
		TOTAL	1,500
4465	**Special Department Supplies**		
	Miscellaneous supplies		
		TOTAL	24,500
4490	**Training**		
		TOTAL	1,000
4510	**Maintenance & Repair**		
	Water irrigation system maintenance & repair	3,000	
	Vandalism repairs	4,000	
	General plumbling & electrical repairs	3,500	
	Landscape materials - plants & trees	4,000	
	General repairs	7,500	
		TOTAL	22,000

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-16		
ACCT. NO.	DESCRIPTION 01-940-59	PARKS - MAINT/FACILITIES
4530	**Special Equipment Maintenance** Maintenance & repairs to lawnmowers, edgers, & other power equipment	3,000
		TOTAL 3,000
4550	**Small Tools** Shovels, rakes, brooms and general tool replacement	
		TOTAL 800
4580	**Equipment Rental**	
		TOTAL 1,100

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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 5,500 trees in the ROW public parks and public parkings.

STAFFING SUMMARY (FTEs)	ACTUAL 2013-14	ADOPTED 2014-15		ADOPTED 2015-16
Director of Parks & Recreation	0.15	0.15		0.25
Administrative Coordinator	0.10	0.10		0.10
Tree Trimmer - Leadworker	1.00	1.00		1.00
Tree Trimmer	2.00	2.00		2.00
Part-Time Maintenance Helper	0.48	0.72		0.75
Total:	**3.73**	**3.97**		**4.10**

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs	316,377	333,325	331,135	355,875
Operating Expenses	238,390	382,000	301,350	319,535
Total:	**$ 554,767**	**$ 715,325**	**$ 632,485**	**$ 675,410**

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Lighting & Landscape District	419,533	591,465	508,625	551,440
State Recycling Fund	-	-	-	-
Gas Tax Fund	122,869	123,860	123,860	123,970
TC Tree Restoration Grant	12,365	-	-	-
Total:	**$ 554,767**	**$ 715,325**	**$ 632,485**	**$ 675,410**

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.

KEY WORKLOAD MEASURES	ADOPTED 2015-16
Citizen requests received and processed.	600
Trees trimmed 1/.	1,500
Trees planted 2/.	100
Meetings with private contractors to insure compliance.	12

FOOTNOTES:
1/ Includes trimming by City crew and contract crew for FY 2015-16.
2/ Includes plantings by City crew and contract crew for FY 2015-16.

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

EXPENDITURE DETAIL

PERSONNEL	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4122 Director of Parks & Recreation	21,449	20,875	20,875	34,780
4124 Administrative Coordinator	6,946	6,950	6,950	7,515
4141 Tree Trimmer	55,521	58,000	58,000	62,690
4142 Tree Trimmer	49,848	48,190	48,190	52,090
4143 Tree Trimmer Lead Worker	58,799	64,040	64,040	69,220
4150 Overtime	4,557	4,000	4,000	4,000
4161 Part-Time Mtnc. Worker	14,378	28,000	28,000	30,290
4310 Optional Benefits Program	2,342	2,920	2,920	2,755
4320 Health Insurance	34,479	38,890	38,000	37,425
4340 PERS Retirement	56,505	54,230	53,000	47,845
4350 Medicare Tax	1,972	2,160	2,160	2,215
4360 Other Insurance	9,581	-	-	-
4361 Life/Disability Insurance	-	5,070	5,000	5,050
Total:	$ 316,377	$ 333,325	$ 331,135	$ 355,875

OPERATING EXPENSES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4254 Tree Trimming (Contract)	57,586	85,000	55,000	75,000
4260 General Maintenance	225	800	1,200	1,000
4261 Tree Removal	42,850	35,000	20,000	20,000
4264 Median Maintenance	44,305	147,700	115,000	125,000
4415 Vehicle Operation	23,964	17,500	17,000	-
4425 Memberships/Subscriptions	280	350	350	350
4435 Utilities	50,517	70,500	70,500	70,500
4440 Telephone	1,493	1,500	1,700	2,100
4455 Uniforms	1,987	2,000	2,000	3,000
4460 Office Supplies	167	-	-	-
4465 Special Dept. Supplies	4,150	3,000	2,800	4,435
4490 Training	895	1,000	1,000	1,000
4510 Maintenance & Repair	1,860	2,500	1,500	2,000
4530 Special Equipment Maint.	684	2,000	1,000	2,000
4550 Small Tool Replacement	23	400	300	400
4580 Equipment Rental	-	250	-	250
4660 Tree Planting	6,274	5,000	4,500	5,000
4960 Administrative Charges	1,130	7,500	7,500	7,500
Total:	$ 238,390	$ 382,000	$ 301,350	$ 319,535

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-16		
ACCT. NO.	DESCRIPTION 47-970-83	TREES & PARKWAYS
	SALARIES AND BENEFITS	
4122	Director of Parks & Recreation (25%)	34,780
4130	Administrative Coordinator (10%)	7,515
4141	Tree Trimmer ($31,345 Funded w/Gas Tax)	62,690
4142	Tree Trimmer ($26,045 Funded w/Gas Tax)	52,090
4143	Tree Trimmer Leadworker ($34,610 Funded w/Gas Tax)	69,220
	(50% of Tree Trimmers salary will be funded with Gas Tax funds)	
4150	Overtime (After hours service/emergency calls)	4,000
4161	Part-Time Tree Trimmer (30 hrs/wk x 52 wks x $19.42)	30,290
4310	Optional Benefits Program	2,755
4320	Health Insurance	37,425
4340	PERS Retirement	47,845
4350	Medicare	2,215
4361	Life/Disability Insurance	5,050
	(50% of Tree Trimmers benefits will be funded with Gas Tax funds $31,970)	
	TOTAL	355,875
	MAINTENANCE AND OPERATIONS	
4254	**Tree Trimming**	
	Scheduled Citywide tree maintenance - 4 year trim cycle - 2 districts per year	
	Trim Ficus and Palms once per year	
	TOTAL	75,000
4260	**General Maintenance**	
	Chemical eradication services (estimated)	
	TOTAL	1,000
4261	**Tree Removal**	
	Removal of dead, diseased or hazardous trees	
	Debris removal and replace with clean fill dirt 100 trees x $95 per site	
	TOTAL	20,000
4264	**Median Maintenance**	
	Baldwin, Santa Anita, Las Tunas & Lower Azusa	
	Median Maintenance/Contract - $30,000	
	Rosemead Blvd. Median Maintenance/Contract - $60,000	
	Special Services/Repairs - $35,000	
	TOTAL	125,000
4425	**Memberships/Subscriptions**	
	International Society of Arborist (ISA)	
	Society of Municipal Arborist	
	TOTAL	350

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-16		
ACCT. NO.	DESCRIPTION 47-970-83	TREES & PARKWAYS
4435	**Utilities** Edison International (estimated) Southern California Water (estimated) Cal- American Water (estimated Sunnyslope Water (estimated) Golden State Water (estimated) SGWD (estimated) Corporation Yard Edison International (estimated) Southern California Gas (estimated) Southern California Water (estimated)	
	TOTAL	70,500
4440	**Telephone** AT & T- local and long distance service (estimated) Cell phone usage (Lead Tree Trimmer and two Tree Trimmers) additional cell phone accessories	
	TOTAL	2,100
4455	**Uniforms** Tree Maintenance Personnel uniforms	
	TOTAL	3,000
4465	**Special Department Supplies** Safety equipment Saws, chain saws, saw chains, bars and oil Rope, gloves, batteries Tree stakes, ties, shovels, rakes, and brooms Two Hedge Trimmers ($475 x 2) One Back Pack Blower ($485)	
	TOTAL	4,435
4490	**Training** Training workshops, seminars, conferences and related reference materials Training for Class B Driver's License	
	TOTAL	1,000
4510	**Maintenance & Repair** Water irrigation system repairs (estimated) Organic landscape material for Las Tunas Drive La Rosa Maintenance Facility (50% of estimated costs) Replace tree well lights on Las Tunas Drive one time per year	
	TOTAL	2,000

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-16			
ACCT. NO.	DESCRIPTION 47-970-83		TREES & PARKWAYS
4530	**Special Equipment Maintenance** Maintenance and repair chain saw, hedge trimmer, motorized equipment brush chipper belt & blade sharpening, hedge trimmer, hydraulic tool, generator Annual AQMD permit fee required for brush chipper operation	TOTAL	2,000
4550	**Small Tool Replacement**	TOTAL	400
4580	**Equipment Rental** Safety signal unit	TOTAL	250
4660	**Tree Planting** Replacement trees for removals resulting from disease, storm damage, natural deterioration, citizen service requests and community development projects	TOTAL	5,000
4960	**Administrative Charges** Reimbursement for general fund direct and indirect costs associated with managing the program budget	TOTAL	7,500

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COMMUNITY DEVELOPMENT

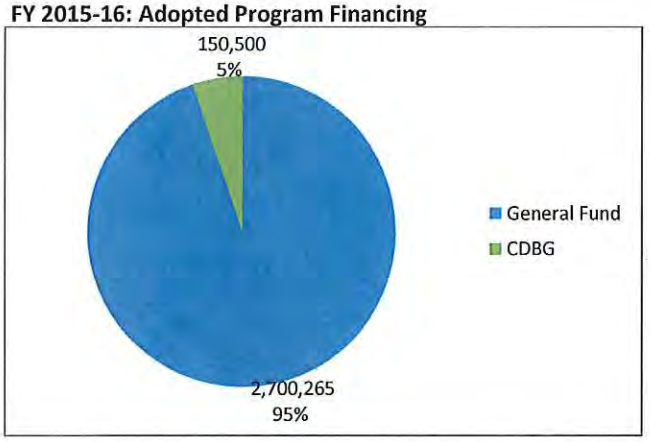
Program 53: Planning
Guide physical & economic develeopmen

Program 54: Building
Building permiting and inspection

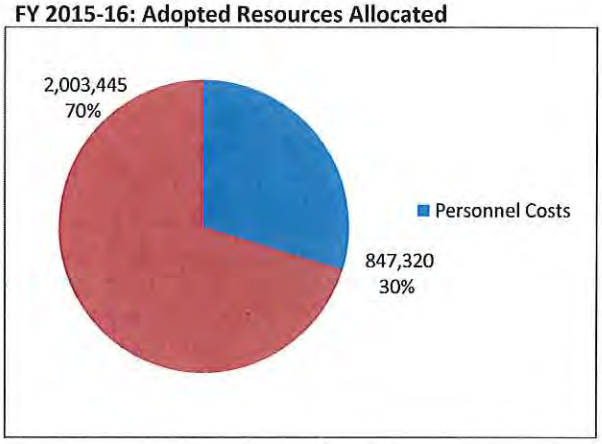
Program 55: Housing
Preserve and improve housing

DEPARTMENT SUMMARY

FY 2015-16: Adopted Program Financing



FY 2015-16: Adopted Resources Allocated



	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
RESOURCES ALLOCATED				
Personnel Costs	900,680	871,290	808,450	847,320
Operating Expenses	1,119,488	1,861,895	1,070,950	2,003,445
Total:	**$ 2,020,168**	**$ 2,733,185**	**$ 1,879,400**	**$ 2,850,765**
PROGRAM FINANCING				
General Fund	1,868,795	2,453,185	1,599,400	2,700,265
Successor Agency to the CRA	-	-	-	-
CDBG	151,373	280,000	280,000	150,500
EECBG	-	-	-	-
Total:	**$ 2,020,168**	**$ 2,733,185**	**$ 1,879,400**	**$ 2,850,765**
PERSONNEL (FTE)	8.19	8.78		7.65
Total:	**8.19**	**8.78**		**7.65**

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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 2013-14	ADOPTED 2014-15		ADOPTED 2015-16
Office Assistant II	0.20	0.20		0.20
Community Dev Director	0.25	0.25		0.25
Planning Manager	0.60	0.50		0.50
Secretary - Comm. Dev	0.40	0.40		0.40
Associate Planner	1.00	1.00		1.00
Associate Planner	1.00	1.00		1.00
Part-Time Positions 2/	1.25	0.88		0.00
Total:	**4.70**	**4.23**		**3.35**

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs	535,917	451,560	415,215	414,535
Operating Expenses	305,734	1,218,850	425,730	1,472,380
Total:	**$ 841,651**	**$ 1,670,410**	**$ 840,945**	**$ 1,886,915**

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
General Fund	841,651	1,670,410	840,945	1,886,915
Total:	**$ 841,651**	**$ 1,670,410**	**$ 840,945**	**$ 1,886,915**

KEY PROGRAM GOALS

1. Substantial progress on General Plan update.
2. Complete updates to regulations for wireless telecommunications facilities and massage establishments.
3. Upgrade business license software to allow for online applications and renewals.

KEY WORKLOAD MEASURES	ADOPTED 2015-16
Planning Commission cases processed.	40
Site Plan Reviews cases processed.	200
Customers served at the public counter.	4,200

Program: Planning
Account: 01-930-53

EXPENDITURE DETAIL

PERSONNEL		ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.					
4117	Community Dev Director	26,445	33,745	33,745	33,745
4118	Planning Mananger	70,450	61,055	45,800	58,710
4119	Secretary - Comm. Dev	24,632	24,630	24,630	26,615
4148	Associate Planner	73,798	74,875	74,875	84,150
4149	Associate Planner	73,245	77,860	77,860	87,500
4116	Office Assistant	8,871	8,905	8,905	-
4116	Office Assistant II	-	-	-	10,585
4150	Overtime	8,261	4,000	3,000	4,000
4161	Part Time	135,928	54,370	49,000	-
4310	Optional Benefits Program	2,737	2,835	2,600	2,755
4320	Health Insurance	31,838	36,300	31,200	35,585
4340	PERS Retirement	62,389	61,865	54,000	60,000
4350	Medicare Tax	5,944	4,810	4,700	4,370
4360	Other Insurance	11,379	-	-	-
4361	Life/Disability Insurance	-	6,310	4,900	6,520
	Total:	$ 535,917	$ 451,560	$ 415,215	$ 414,535

OPERATING EXPENSES		ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.					
4216	Contract Service - Public	9,276	3,500	-	-
4231	Prv/Spc Contract Services	256,202	1,175,000	400,000	60,000
4271	Prv/Spc Program Contract Services	-	-	-	1,326,050
4405	Mileage Reimbursement	1,184	2,100	1,110	2,100
4410	Meeting Expense	56	400	10	400
4415	Vehicle Operation	355	1,000	1,000	-
4420	Travel & Conference	9,633	11,400	1,300	11,400
4425	Memberships/Subscriptions	5,572	2,590	2,590	6,370
4440	Telephone	629	660	-	1,560
4445	Printing	488	1,000	1,000	1,000
4450	Postage	19	2,000	2,000	2,000
4465	Special Dept Supplies	13,117	3,400	1,950	-
4470	Legal Advertising	5,542	3,000	6,000	6,000
4490	Training	455	500	500	500
4530	Special Equipment Maint	3,206	3,300	3,270	50,000
4790	Business License Enforcement	-	9,000	5,000	5,000
	Total:	$ 305,734	$ 1,218,850	$ 425,730	$ 1,472,380

CITY OF TEMPLE CITY
BUDGET WORKSHEET
FY 2015-2016

ACCT. NO.	DESCRIPTION 01-930-53		PLANNING
	SALARIES AND BENEFITS		
4117	Community Development Director (25%)		33,745
4118	Planning Manager (50%)		58,710
4119	Secretary - Comm Dev (40%)		26,615
4148	Associate Planner		84,150
4149	Associate Planner		87,500
4116	Office Assistant II (20%)		10,585
4150	Overtime *These funds are used to pay for the Planning Secretary's attendance at all Planning Commission meetings. Additionally, this account would pay the two Associate Planners for their attendance at meetings.*		4,000
4310	Optional Benefits Program		2,755
4320	Health Insurance		35,585
4340	PERS Retirement		60,000
4350	Medicare		4,370
4361	Life/Disability Insurance		6,520
		TOTAL	414,535
	MAINTENANCE AND OPERATIONS		
4231	**Prv/Spc Contract Services**		
	Project Reviews by Transtech (Reimburseable)		50,000
	Miscelleneous Reviews that require Consultant Services		10,000
		TOTAL	60,000
4271	**Prv/Spc Program Contract Services**		
	General Plan Update and Las Tunas/Rosemead Specific Plan		1,148,890
	(Original Budgeted $1,400,000 - To be funded by General Fund Reserved)		
	Additional funding for General Plan Update (General Fund Reserved)		162,300
	Sign Code Update (To be funded by General Fund Reserved)		14,860
		TOTAL	1,326,050
4405	**Mileage Reimbursement**		
	Auto allowance per Contract Agreement for CD Director		1,800
	Staff use of personal vehicles for City business		300
		TOTAL	2,100
4410	**Meeting Expense** *These funds are used to pay for various meetings, including public outreach for strategic plans and general plan update, luncheons and sessions which may be attended by Staff.*		
		TOTAL	400

CITY OF TEMPLE CITY
BUDGET WORKSHEET
FY 2015-2016

ACCT. NO.	DESCRIPTION 01-930-53		PLANNING
4420	**Travel & Conference**		
	Planning Commissioners to attend conferences as approved by the Community Development Director (up to 3)	4,500	
	Community Development Director attendance of League of Cities and APA Conferences	3,000	
	Staff attendance at conferences as approved by the Director	3,900	
	Typical conferences include the Cal. Chapter of the American Planning Association in September or October, the League of Cal. Cities Planner's Institute in March, National American Planning Association Conference in April, The California Preservation Conference in May, and the League of California Cities Conference in September.		
		TOTAL	11,400
4425	**Memberships/Subscriptions**		
	Annual membership in the American Planning Association (APA) and American Institute of Certified Planners (AICP)		
	Community Development Director (APA and AICP)		700
	Associate Planners (2)		970
	SCAG		4,000
	Planning Manager AICP-APA		700
		TOTAL	6,370
4440	**Telephone**		
	Cellular telephone for Community Development Director		780
	Planning Manager		780
		TOTAL	1,560
4445	**Printing**		
	Plotter Supplies		
		TOTAL	1,000
4450	**Postage**		
	Business License renewals, notices, and licenses (est. of 1,850 mailings x 48 cents x 2) plus business license late notices.		
		TOTAL	2,000
4470	**Legal Advertising**		
	Planning department legal notices on public hearing items		
		TOTAL	6,000

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016		
ACCT. NO.	DESCRIPTION 01-930-53	PLANNING
4490	**Training** Staff Training (as approved by the Community Development Director) *Single full or partial day courses providing specialized training and information on new State Legislation, urban design, management seminars and similar focused sessions. Courses and seminars include those sponsored by APA, California Preservation Foundation, League of California Cities, and the University of California, UC Extension.*	
	TOTAL	500
4530	**Special Equipment Maintenance**	
	Upgrade of business licensing-(online renewal services) one time upgrade implementation	40,000
	annual license fee ($40,000 will be funded by the GF Economic Development Reserved)	10,000
	TOTAL	50,000
4790	**Business License Enforcement**	
	Background Checks to LA County Sheriff	
	TOTAL	5,000

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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 2013-14	ADOPTED 2014-15		ADOPTED 2015-16
Community Dev Director	0.20	0.20		0.20
Secretary - Comm. Dev	0.60	0.60		0.60
Building/Housing Assistant	0.85	0.85		0.85
Building Inspector	0.80	0.80		0.80
Planning Manager	0.40	0.50		0.50
Office Assistant II	0.20	0.20		0.20
Part-Time Position	0.04	1.00		0.75
Total:	**3.09**	**4.15**		**3.90**

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2013-14	ADOPTED 2015-16
Personnel Costs	322,743	376,490	350,370	387,445
Operating Expenses	648,398	362,895	365,220	380,415
Total:	**$ 971,141**	**$ 739,385**	**$ 715,590**	**$ 767,860**

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2013-14	ADOPTED 2015-16
General Fund	971,141	739,385	715,590	767,860
Total:	**$ 971,141**	**$ 739,385**	**$ 715,590**	**$ 767,860**

KEY PROGRAM GOALS

1. Complete scanning of all building permit files and begin scanning new permits.
2. Transition to new building permit software.

KEY WORKLOAD MEASURES	ADOPTED 2015-16
Building permits issued.	2,100
Customers served at the public counter.	3,000

Program: Building
Account: 01-930-54

EXPENDITURE DETAIL

PERSONNEL		ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.					
4117	Community Dev Director	21,156	26,995	26,995	26,995
4118	Planning Manager	46,966	61,055	45,800	58,710
4119	Secretary - Comm. Dev	36,948	36,940	36,940	39,925
4120	Building/Housing Assistant	52,294	52,330	52,330	56,560
4131	Building Inspector	59,920	59,400	59,400	64,205
4116	Office Assistant	8,871	8,905	8,905	-
4116	Office Assistant II	-	-	-	10,585
4150	Overtime	140	750	750	750
4161	Part Time	-	35,880	35,000	29,640
4310	Optional Benefits Program	2,508	2,505	2,450	2,590
4320	Health Insurance	30,941	32,910	29,400	36,610
4340	PERS Retirement	51,955	49,885	45,000	51,105
4350	Medicare Tax	3,100	3,860	3,400	4,155
4360	Other Insurance	7,944	-	-	-
4361	Life/Disability Insurance	-	5,075	4,000	5,615
	Total:	$ 322,743	$ 376,490	$ 350,370	$ 387,445

OPERATING EXPENSES		ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.					
4213	LA CO - Bldg & Safety	16,195	15,000	10,500	10,000
4217	LA CO - Industrial Waste	23,012	15,000	30,450	25,000
4231	Prv/Spc Contract Services	606,455	290,000	290,000	290,000
4415	Vehicle Operation	477	750	750	-
4425	Memberships/Subscriptions	215	22,275	15,000	11,545
4440	Telephone	369	350	-	350
4465	Special Dept Supplies	2,075	6,000	6,000	6,000
4490	Training	(400)	2,000	1,000	2,000
4530	Special Equipment Maintenance	-	11,520	11,520	35,520
	Total:	$ 648,398	$ 362,895	$ 365,220	$ 380,415

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016		
ACCT. NO.	DESCRIPTION 01-930-54	BUILDING
	SALARIES AND BENEFITS	
4117	Community Development Director (20%)	26,995
4118	Planning Manager (50%)	58,710
4119	Secretary - Comm Dev (60%)	39,925
4120	Building/Housing Assistant (85%)	56,560
4131	Building Inspector (80%)	64,205
4116	Office Assistant II (20%)	10,585
4150	Overtime	750
4161	Part Time	29,640
	Office Assistant I (30 Hrs/Wk x 52 Wks)	
4310	Optional Benefits Program	2,590
4320	Health Insurance	36,610
4340	PERS Retirement	51,105
4350	Medicare	4,155
4361	Life/Disability Insurance	5,615
	TOTAL	387,445
	MAINTENANCE AND OPERATIONS	
4213	**LA Co - Bldg & Safety** State Stong Motion and Green Building Fees (reimbursable)	
	TOTAL	10,000
4217	**LA Co - Industrial Waste** *This category covers the cost of industrial waste licensing inspections. Industrial waste fees have been adopted to offset these costs.*	
	TOTAL	25,000
4231	**Prv/Spc Contract Services** *The City has contracted with Transtech to perform building plan checks which are off-set by collected fees. The increase is due to bringing all plan checks under one contractor, Transtech Engineers, instead of sending them to LA County. Also provides for the City Engineer/Plan Checker to be available on-site 3 days a week. (Will be offset by Building Plan Check, Permit, and Encroachment Permit Revenue)*	
	TOTAL	290,000
4425	**Membership/Subscriptions**	
	California Building Official /Inspector	275
	Membership in LARIAC (provides access to County GIS Data and	11,270
	Aerial Photography) upon receipt of Aerial Photography	
	TOTAL	11,545

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016		
ACCT. NO.	DESCRIPTION 01-930-54	BUILDING
4440	**Telephone**	
	Cell phone for Building Inspector (will be transitioning to communication on radios)	
	TOTAL	350
4465	**Special Department Supplies**	
	TOTAL	6,000
4490	**Training**	
	Certification and training for permit tech and building inspector	
	TOTAL	2,000
4530	**Special Equipment Maintenance**	
	Edgesoft-ELMS Annual License Fee	24,000
	Edgesoft ELMS Annual oftware hosting	11,520
	TOTAL	35,520

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 2013-14	ADOPTED 2014-15		ADOPTED 2015-16
Community Dev Director	0.05	0.05		0.05
Building/Housing Asst	0.15	0.15		0.15
Building Inspector	0.20	0.20		0.20
Total:	**0.40**	**0.40**		**0.40**

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs	42,020	43,240	42,865	45,340
Operating Expenses	165,356	280,150	280,000	150,650
Total:	**$ 207,376**	**$ 323,390**	**$ 322,865**	**$ 195,990**

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
General Fund	56,003	43,390	42,865	45,490
CDBG	151,373	280,000	280,000	150,500
EECBG	-	-	-	-
Total:	**$ 207,376**	**$ 323,390**	**$ 322,865**	**$ 195,990**

KEY PROGRAM GOALS

1. Administer Community Development Block Grant program and ensure that funds are spent within required timelines.

KEY WORKLOAD MEASURES	ADOPTED 2015-16
Housing Rehbiliation Loan Program projects completed.	2
Handyworker Grant Program projects completed.	2

Program: Housing
Account: 01-930-55

EXPENDITURE DETAIL

PERSONNEL	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4117 Community Dev Director	5,289	6,750	6,750	6,750
4120 Building/Housing Asst	9,228	9,235	9,235	9,980
4131 Building Inspector	14,980	14,850	14,850	16,050
4310 Optional Benefits Program	253	330	330	330
4320 Health Insurance	3,875	4,140	4,100	4,480
4340 PERS Retirement	6,960	6,825	6,600	6,560
4350 Medicare Tax	413	440	400	475
4360 Other Insurance	1,022	-	-	-
4361 Life/Disability Insurance	-	670	600	715
Total:	**$ 42,020**	**$ 43,240**	**$ 42,865**	**$ 45,340**

OPERATING EXPENSES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4231 Prv/Spc Contract Services	32,454	45,000	45,000	45,000
4405 Mileage Reimbursement	-	50	-	50
4410 Meeting Expense	-	100	-	100
4930 Housing Rehab Loans	120,406	235,000	235,000	75,000
4932 Misc. Loan Expense	-	-	-	500
4934 Brush with Kindness	12,496	-	-	-
4935 Grant Expense	-	-	-	30,000
Total:	**$ 165,356**	**$ 280,150**	**$ 280,000**	**$ 150,650**

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016		
ACCT. NO.	DESCRIPTION 01-930-55	HOUSING
	SALARIES AND BENEFITS	
4117	Community Development Director (5%)	6,750
4120	Building/Housing Assistant (15%)	9,980
4131	Building Inspector (20%)	16,050
4310	Optional Benefits Program	330
4320	Health Insurance	4,480
4340	PERS Retirement	6,560
4350	Medicare	475
4361	Life/Disability Insurance	715
	TOTAL	45,340
	MAINTENANCE AND OPERATIONS	
4231	**Prv/Spc Contract Services** **Lead-Based Paint and Asbestos Testing & Abatement C16-05** This category provides funds for major rehabilitation projects which are funded by a loan to the homeowner . Individual loans may not exceed $35,000 however, no payment is required until the the property is sold or there is a change of title. During the FY 2015-2016, it is anticipated that 4 homeowner rehabilitation projects will be funded by CDBG Total allocation for this program is $45,000 ($36,000 for Contract Services and $9,000 for Program Administration)	
	TOTAL	45,000
4405	**Mileage Reimbursement**	
	TOTAL	50
4410	**Meeting Expense**	
	TOTAL	100
4465	**Special Department Supplies**	
	TOTAL	-
4930	**Housing Rehabilation Loans C16-03** This category provides funds for rehabilitation projects for low income residents.	
	TOTAL	75,000
4932	**Miscellaneous Loan Expense C16-03**	
	TOTAL	500
4935	**Grant Expense C16-03**	
	TOTAL	30,000

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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.

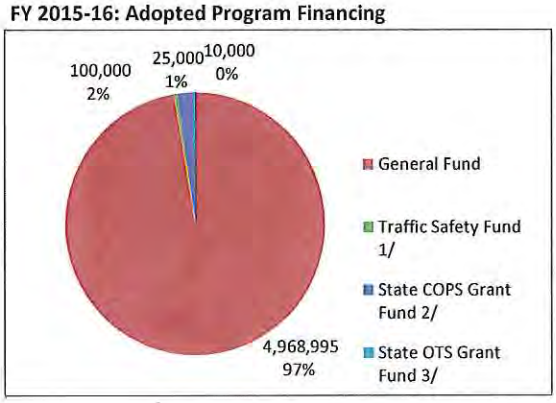
Program 64: Emergency Services
Emergency response planning and facilities.

Program 65: Community Preservation
Code enforcement and compliance services.

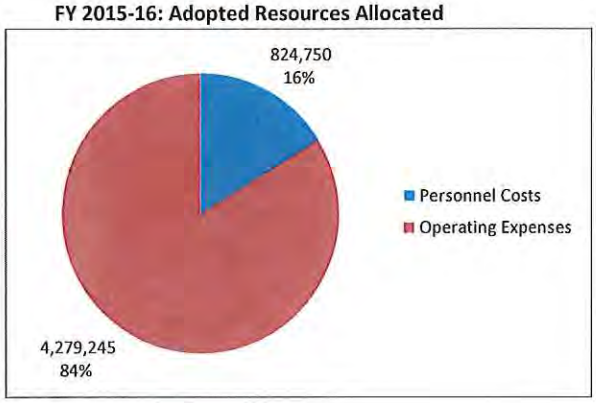
Program 67: Parking Administration
Parking permits and enforcement.

DEPARTMENT SUMMARY

FY 2015-16: Adopted Program Financing



FY 2015-16: Adopted Resources Allocated



	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
RESOURCES ALLOCATED				
Personnel Costs	1,060,718	955,805	891,220	824,750
Operating Expenses	4,117,029	4,092,645	4,077,675	4,279,245
Total:	**$ 5,177,747**	**$ 5,048,450**	**$ 4,968,895**	**$ 5,103,995**
PROGRAM FINANCING				
General Fund	5,024,637	4,898,450	4,843,895	4,968,995
Traffic Safety Fund 1/	33,096	40,000	25,000	25,000
State COPS Grant Fund 2/	100,000	100,000	100,000	100,000
State OTS Grant Fund 3/	-	10,000	-	10,000
Congestion Management Fund	20,014	-	-	-
Total:	**$ 5,177,747**	**$ 5,048,450**	**$ 4,968,895**	**$ 5,103,995**
PERSONNEL (FTE)	12.51	11.18		9.48
Total:	**12.51**	**11.18**		**9.48**

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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 2013-14	ADOPTED 2014-15		ADOPTED 2015-16
Community Development Director	0.10	0.10		0.10
Public Safety Supervisor	0.20	0.20		0.20
Public Safety & Services Manager	0.20	0.20		0.00
Management Analyst	0.20	0.20		0.20
Part-Time Positions	1.38	1.00		0.00
Total:	**2.08**	**1.70**		**0.50**

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs	161,235	145,570	126,805	59,585
Operating Expenses	3,723,828	3,740,345	3,722,860	3,957,475
Total:	**$ 3,885,063**	**$ 3,885,915**	**$ 3,849,665**	**$ 4,017,060**

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
General Fund	3,751,967	3,735,915	3,724,665	3,882,060
Traffic Safety Fund 1/	33,096	40,000	25,000	25,000
State COPS Grant Fund 2/	100,000	100,000	100,000	100,000
State OTS Grant Fund 3/	-	10,000	-	10,000
Total:	**$ 3,885,063**	**$ 3,885,915**	**$ 3,849,665**	**$ 4,017,060**

KEY PROGRAM GOALS

1. Effective manage Sheriff's Department contract to provide law enforcement services.
2. Work with Sheriff's Department to administer the Neighborhood Watch Program.

KEY WORKLOAD MEASURES	ADOPTED 2015-16
Neighborhood Watch meetings hosted.	10
City Council Law Enforcement Summary meetings held.	10

FOOTNOTES:

1/ Funds School Crossing Guard Program and a portion of the Motorcyle Deputy.

2/ Citizen's Option for Public Safety (COPS) grant funds availability determined year to year.

3/ Office of Traffic Safety (OTS) funds for the Every 15 Minutes program are availble every 2 years.

Program: Law Enforcement
Account: 01-950-61

EXPENDITURE DETAIL

PERSONNEL		ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.					
4117	Community Development Director	10,578	13,500	13,500	13,500
4132	Public Safety Supervisor	18,564	18,255	17,550	17,550
4135	Public Safety & Services Manager	19,914	20,900	5,215	-
4166	P/T Park Patrol Officer (2)	77,916	57,510	57,510	-
4174	Management Analyst	9,013	11,610	11,610	13,050
4150	Overtime	36	-	-	-
4310	Optional Benefits Program	739	575	520	410
4320	Health Insurance	6,863	7,995	6,600	5,405
4340	PERS Retirement	13,019	12,075	11,500	8,075
4350	Medicare Tax	1,448	1,765	1,700	640
4360	Other Insurance	3,145	-	-	-
4361	Life/Disability Insurance	-	1,385	1,100	955
	Total:	**$ 161,235**	**$ 145,570**	**$ 126,805**	**$ 59,585**

OPERATING EXPENSES		ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.					
4231	Prv/Spc Contract Services	71,715	82,955	82,955	82,955
4249	OTS Grant Expense	-	10,000	10,000	10,000
4410	Meeting Expense	1,189	3,240	1,300	2,400
4440	Telephone	744	900	900	900
4445	Uniform	135	-	-	-
4465	Special Dept. Supplies	1,536	1,350	15	1,350
4530	Special Equipment Maintenance	174	710	700	710
4640	Special Events	5,977	5,850	5,850	5,850
4710	General Law Enforcement	2,497,693	2,443,910	2,443,910	3,030,055
4730	Law Enf. - Special Services	27,608	52,820	39,620	117,395
4740	Prisoner Care	9,051	10,000	10,000	10,000
4750	Traffic Law Enforcement	1,094,764	1,127,610	1,127,610	694,860
4790	Business License Enforcement	11,677	-	-	-
4795	Misc. Law Enforcement Activities	1,565	1,000	-	1,000
	Total:	**$ 3,723,828**	**$ 3,740,345**	**$ 3,722,860**	**$ 3,957,475**

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016			
ACCT. NO.	DESCRIPTION 01-950-61		LAW ENFORCEMENT
	SALARIES AND BENEFITS		
4117	Community Development Director (10%)		13,500
4132	Public Safety Supervisor (20%)		17,550
4174	Management Analyst (20%)		13,050
4310	Optional Benefits Program		410
4320	Health Insurance		5,405
4340	PERS Retirement		8,075
4350	Medicare Tax		640
4361	Life/Disability Insurance		955
		TOTAL	59,585
	MAINTENANCE AND OPERATIONS		
4231	**Private/Special Contract Services**		
	School Crossing Guard Program	82,955	
	180 school days x 29.5 hrs x $16.03/hr ($25,000 Funded with Traffic Safety Fund)		
	Consultant for Public Safety Contract	-	
		TOTAL	82,955
4249	**OTS Grant Expense**		
	Every 15 Minutes Program at Temple City H.S.		
		TOTAL	10,000
4410	**Meeting Expense**		
	Monthly Sheriff's personnel/City officials meeting		
		TOTAL	2,400
4440	**Telephone**		
	Monthly iPhone service charge = $75 x 12		
		TOTAL	900
4465	**Special Department Supplies**		
	Office supplies		
	Neighborhood Watch decals		
	Crime prevention videos, publications and promotional give-a-ways		
	Traffic safety coloring books, bicycle safety helmets, and misc. safety items		
		TOTAL	1,350

CITY OF TEMPLE CITY
BUDGET WORKSHEET
FY 2015-2016

ACCT. NO.	DESCRIPTION 01-950-61		LAW ENFORCEMENT
4530	**Special Equipment Maintenance**		
	Mobile radar/lidar unit scheduled calibration & maint & repairs		
	S.M.A.R.T unit preventive maintenance and repairs		
		TOTAL	710
4640	**Special Events**		
	Neighborhood Watch, Business Watch, National Night Out - Refreshments, give-aways, entertainment, literature		
		TOTAL	5,850
4710	**General Law Enforcement**		
	Four general law enforcement units (56 hours per week (AM/PM/EM)		
	@ $392,785 per unit x 4 (includes 6% liability insurance)	1,571,140	
	One general law enforcement unit (40 hours per week (AM/PM/EM)		
	@ $280,560 per unit (includes 6% liability insurance)	280,560	
	Three traffic law enforcement units (56 hours per week AM/PM/EM)		
	@ $392,785 per unit x 3 (includes 6% lialibity insurance)	1,178,355	
		TOTAL	3,030,055
4730	**Law Enforcement - Special Services**		
	LASD Radio Vehicle: 2 @ $7,175; all maintenance and fuel included	14,350	
	Camellia Festival patrol services	5,980	
	65 deputy hours @ $91.96/hour (generalist - time and one half rate)		
	Lunar New Year Festival Patrol Services	8,600	
	32 deputy hours @$91.96/hr		
	16 sergeant hours @ $105/hour (sergeant - time and one half rate)	1,680	
	Camellia Parade Traffic Control		
	200 deputy hours @ $91.96/hour (generalist - time and one half rate)	18,390	
	Christmas Parade	1,840	
	20 deputy hours @ $91.96/hour (generalist - time and one half rate)		
	Christmas Holiday Patrol		
	20 deputy hours @ $91.96/hour (generalist - time and one half rate)	1,840	

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016		
ACCT. NO.	DESCRIPTION 01-950-61	LAW ENFORCEMENT
4730	4th of July Patrol 16 deputy hours @ $91.96/hour (generalist - time and one half rate)	1,470
	Motorcycle Deputy Special Event/Directed Enforcement 541 hours @ $91.96/ hour	50,000
	Council Meetings: 96 hours @ $91.96/hour (generalist - time and one half rate)	8,830
	Transporation & Public Safety Commission: 48 hours @ $91.96/hour (generalist-time and one half rate)	4,415
	TOTAL	117,395
4740	**Prisoner Care** Subsistence for persons in custody at Temple Sheriff"s Station arrested pursuant to TCMC violations	
	TOTAL	10,000
4750	**Traffic Law Enforcement** Three Dedicated Deputies (40 hours per week) @ $251,390 per unit x 2 (includes 6% liability insurance) @192,080 per unit x 1 (includes 6% liability insurance) ($100,000 funded by COPS Grant)	694,860
	One Service Area Sergeant (No Charge)	-
	TOTAL	694,860
4795	**Miscellaneous Law Enforcement Activities** Equipment, training and others as needed	
	TOTAL	1,000

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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 2013-14	ADOPTED 2014-15		ADOPTED 2015-16
	0.00	0.00		0.00
Total:	0.00	0.00		0.00

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs 1/	-	-	-	-
Operating Expenses	22,559	37,455	55,250	40,000
Total:	$ 22,559	$ 37,455	$ 55,250	$ 40,000

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Congestion Management	20,014	-	-	-
General Fund	2,545	37,455	55,250	40,000
Total:	$ 22,559	$ 37,455	$ 55,250	$ 40,000

KEY PROGRAM GOALS

1. Perform traffic and engineering surveys as necessary in response to safety concerns and identify appropriate mitigation.
2. Provide traffic engineering expertise to review traffic studies and identify traffic impacts for City capital improvement projects and private development projects.

KEY WORKLOAD MEASURES	ADOPTED 2015-16
Traffic and engineering surveys completed.	5
Projects and traffic studies reviewed.	2

FOOTNOTES:

1/ Traffic Engineering Services is currently provided through a contract agreement with Transtech Engineering.

Program: Traffic Engineering
Account: 01-950-62

EXPENDITURE DETAIL

PERSONNEL	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
	-	-	-	-
Total:	$ -	$ -	$ -	$ -

OPERATING EXPENSES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4236 Traffic Engineering	20,327	20,115	40,000	25,000
4237 Traffic Surveys	2,232	17,250	15,250	15,000
4465 Special Dept Supplies	-	90	-	-
	$ 22,559	$ 37,455	$ 55,250	$ 40,000

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016			
ACCT. NO.	DESCRIPTION 01-950-62		TRAFFIC ENGINEERING
	MAINTENANCE AND OPERATIONS		
4236	**Traffic Engineering** Special projects	TOTAL	25,000
4237	**Traffic Surveys** Traffic surveys and counts (estimated)	TOTAL	15,000
4465	**Special Department Supplies** General office supplies	TOTAL	-

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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 2013-14	ADOPTED 2014-15		ADOPTED 2015-16
Public Safety & Services Manager	0.10	0.10		0.00
Secretary - Public Works	0.25	0.25		0.25
Office Assistant	0.20	0.20		0.00
Office Assistant II	0.00	0.00		0.20
Management Analyst	0.10	0.10		0.10
Part-Time Positions	0.00	0.00		0.00
Total:	**0.65**	**0.65**		**0.55**

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs	56,599	57,665	47,830	47,435
Operating Expenses	141,675	141,665	140,335	141,355
Total:	**$ 198,274**	**$ 199,330**	**$ 188,165**	**$ 188,790**

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
General Fund	198,274	199,330	188,165	188,790
Total:	**$ 198,274**	**$ 199,330**	**$ 188,165**	**$ 188,790**

KEY PROGRAM GOALS

1. Review animal control contract arrangement and issue Request for Proposals if appropriate to evaluate other options.
2. Review dog licensing procedures and evaluate options including changing license renewal time and contracting out license services.

KEY WORKLOAD MEASURES	ADOPTED 2015-16
Number of dog licenses issued.	2,900

Program: Animal Control
Account: 01-950-63

EXPENDITURE DETAIL

PERSONNEL		ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.					
4116	Office Assistant	8,871	8,905	8,905	-
4116	Office Assistant II	-	-	-	10,585
4130	Secretary-Public Works	14,857	14,800	14,800	15,995
4135	Public Safety & Services Manager	10,071	10,450	2,600	-
4174	Management Analyst	4,506	5,805	5,805	6,525
4150	Overtime	18	-	-	-
4310	Optional Benefits Program	481	535	500	450
4320	Health Insurance	6,589	7,325	6,600	6,835
4340	PERS Retirement	9,121	8,385	7,400	5,815
4350	Medicare Tax	520	570	500	480
4360	Other Insurance	1,565	-	-	-
4361	Life/Disability Insurance	-	890	720	750
	Total:	$ 56,599	$ 57,665	$ 47,830	$ 47,435

OPERATING EXPENSES		ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.					
4214	Animal Control - SGVHS	135,661	135,000	135,000	135,000
4415	Vehicle Operation	-	310	-	-
4440	Telephone	369	-	-	-
4450	Postage	-	900	900	900
4465	Special Dept. Supplies	4,305	1,200	1,300	2,700
4530	Special Equipment Maintenance	1,340	4,120	3,000	2,620
4640	Special Events	-	135	135	135
	Total:	$ 141,675	$ 141,665	$ 140,335	$ 141,355

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016			
ACCT. NO.	DESCRIPTION 01-950-63		ANIMAL CONTROL
	SALARIES AND BENEFITS		
4116	Office Assistant II (20%)		10,585
4130	Secretary - Public Works (25%)		15,995
4714	Management Analyst (10%)		6,525
4310	Optional Benefits Program		450
4320	Health Insurance		6,835
4340	PERS Retirement		5,815
4350	Medicare Tax		480
4361	Life/Disability Insurance		750
		TOTAL	47,435
	MAINTENANCE AND OPERATIONS		
4214	**Animal Control**		
	San Gabriel Valley Humane Society monthly-$11,250 monthy		135,000
		TOTAL	135,000
4415	**Vehicle Operation**		
		TOTAL	-
4450	**Postage**		
	Dog license renewal notices		
		TOTAL	900
4465	**Special Department Supplies**		
	Supplies required for spay/neuter and vaccination events		
	Dog tags and paper for licenses		
		TOTAL	2,700
4530	**Special Equipment Maintenance**		
	HDL Software		
		TOTAL	2,620
4640	**Special Events**		
	Annual cleaning and changing of the date on the Rabies Clinic banner		
		TOTAL	135

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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.

STAFFING SUMMARY (FTEs)	ACTUAL 2013-14	ADOPTED 2014-15		ADOPTED 2015-16
Community Development Director	0.10	0.10		0.10
Public Safety & Services Manager	0.10	0.10		0.00
Public Safety Supervisor	0.40	0.40		0.40
Management Analyst	0.10	0.10		0.10
Part-Time Positions	0.00	0.00		0.00
Total:	**0.70**	**0.70**		**0.60**

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs	87,065	91,170	80,045	76,940
Operating Expenses	61,374	36,565	35,845	31,835
Total:	**$ 148,439**	**$ 127,735**	**$ 115,890**	**$ 108,775**

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
General Fund	148,439	127,735	115,890	108,775
Total:	**$ 148,439**	**$ 127,735**	**$ 115,890**	**$ 108,775**

KEY PROGRAM GOALS

1. Complete update of Hazard Mitigation Plan including FEMA approval.
2. Conduct a table-top exercise simulating activation of the Emergency Operations Center (EOC).
3. Continue the Community Emergency Response Team (CERT) program and organization Advance CERT volunteers to assist the City in an emergency .

KEY WORKLOAD MEASURES	ADOPTED 2015-16
EOC exercises conducted.	1
CERT classes held.	2

Program: Emergency Services
Account: 01-950-64

EXPENDITURE DETAIL

PERSONNEL		ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.					
4117	Community Development Director	10,578	13,500	13,500	13,500
4132	Public Safety Supervisor	37,127	36,505	35,100	35,100
4135	Public Safety & Services Manager	10,071	10,450	2,600	-
4150	Overtime	18	-	-	-
4174	Management Analyst	4,506	5,805	5,805	6,525
4310	Optional Benefits Program	506	575	550	495
4320	Health Insurance	7,297	8,330	7,300	7,090
4340	PERS Retirement	14,174	13,620	13,100	12,240
4350	Medicare Tax	859	960	890	800
4360	Other Insurance	1,929	-	-	-
4361	Life/Disability Insurance	-	1,425	1,200	1,190
	Total:	$ 87,065	$ 91,170	$ 80,045	$ 76,940

OPERATING EXPENSES		ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.					
4216	Contract Service - Public	-	-	-	-
4231	Prv/Spc Contract Services	50,226	10,000	10,000	10,000
4405	Mileage Reimbursement	55	135	135	135
4410	Meeting Expense	-	540	540	540
4415	Vehicle Operation	2,270	1,170	1,170	-
4420	Travel & Conference	-	-	-	2,000
4425	Memberships/Subscriptions	1,787	3,600	3,600	4,280
4440	Telephone	852	720	-	720
4455	Uniforms	33	1,500	900	1,500
4465	Special Dept. Supplies	1,997	6,200	6,800	5,000
4490	Training	234	2,700	2,700	2,700
4530	Special Equipment Maintenance	3,920	10,000	10,000	4,960
	Total:	$ 61,374	$ 36,565	$ 35,845	$ 31,835

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016		
ACCT. NO.	DESCRIPTION 01-950-64	EMERGENCY SERVICES
4117	Community Development Director (10%)	13,500
4132	Public Safety Supervisor (40%)	35,100
4174	Management Analyst (10%)	6,525
4310	Optional Benefits Program	495
4320	Health Insurance	7,090
4340	PERS Retirement	12,240
4350	Medicare Tax	800
4361	Life/Disability Insurance	1,190
	TOTAL	76,940
	MAINTENANCE AND OPERATIONS	
4231	**Prv/Spc Contract Services**	
	Emergency Management Consultant Services	
	TOTAL	10,000
4405	**Mileage Reimbursement**	
	Mileage reimbursement for required use of private vehicles	
	TOTAL	135
4410	**Meeting Expense**	
	Refreshments for monthly volunteer meetings, special events and regional and local area emergency preparedness meetings	
	TOTAL	540
4420	**Travel & Conference**	
	Emergency Management Training/Conference	
	CESA Conf 9/28-10/1 Lake Tahoe	
	TOTAL	2,000
4425	**Memberships/Subscriptions**	
	Area D Office of Emergency Services (annual membership fee)	1,800
	Southern CA Emergency Services Association	260
	Satelite phone	1,440
	Direct TV for EOC $65/month	780
	TOTAL	4,280
4440	**Telephone**	
	Cellphone usage for Public Safety Supervisor	
	TOTAL	720

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016		
ACCT. NO.	DESCRIPTION 01-950-64	EMERGENCY SERVICES
4455	**Uniforms** Uniforms and accessories for CERT and TCERT volunteers	
	TOTAL	1,500
4465	**Special Department Supplies** Volunteer special recognition certificates Emergency tools, fire extinguishers, food replacement, medical/first aid supplies(Respond Systems, eye wash station), and miscellaneous emergency supplies Miscellaneous office supplies Public education materials and printing for staff emergency services training and community disaster preparedness programs CERT Program	
	TOTAL	5,000
4490	**Training** Training for emergency response volunteer personnel Community earthquake preparedness program Training for City staff, Council & Commissioners	
	TOTAL	2,700
4530	**Special Equipment Maintenance**	
	CWIRS annual maintenance (approx. $80/month)	960
	Fire extinguishers annual maintenance	1,500
	Generator maintenance	2,500
	TOTAL	4,960

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 2013-14	ADOPTED 2014-15		ADOPTED 2015-16
Community Development Director	0.10	0.10		0.10
Community Preservation Officer	2.00	2.00		2.00
Senior Community Preservation Officer	1.00	1.00		1.00
Public Safety & Services Manager	0.10	0.10		0.00
Management Analyst	0.10	0.10		0.10
Part-Time Positions	0.95	0.00		0.00
Total:	**4.25**	**3.30**		**3.20**

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs	437,798	337,410	332,385	322,475
Operating Expenses	77,166	59,880	49,050	36,350
Total:	**$ 514,964**	**$ 397,290**	**$ 381,435**	**$ 358,825**

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
General Fund	514,964	397,290	381,435	358,825
Total:	**$ 514,964**	**$ 397,290**	**$ 381,435**	**$ 358,825**

KEY PROGRAM GOALS

1. Quickly and effectively respond to community complaints.
2. Achieve compliance by working with residents and resolve situations without needing to issue citations.
3. Evaluate opportunities for targeted and proactive enforcement as feasible given caseload and staff resources.

KEY WORKLOAD MEASURES	ADOPTED 2015-16
Cases opened.	700
Cases abated.	100%

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

EXPENDITURE DETAIL

PERSONNEL	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4117 Community Development Director	10,578	13,500	13,500	13,500
4133 Community Preservation Officer	57,512	58,665	58,665	63,405
4135 Public Safety & Services Manager	10,071	3,100	2,600	-
4145 Community Preservation Officer	59,699	62,865	62,865	67,955
4171 Senior Community Preservation Officer	75,754	73,550	73,550	79,500
4174 Management Analyst	4,506	5,805	5,805	6,525
4150 Overtime	36,344	23,900	23,900	6,000
4161 Part Time	89,719	7,350	10,400	-
4310 Optional Benefits Program	2,652	2,715	2,700	2,630
4320 Health Insurance	28,045	30,600	28,000	29,465
4340 PERS Retirement	48,161	47,230	43,000	45,035
4350 Medicare Tax	4,940	3,200	3,200	3,350
4360 Other Insurance	9,817	-	-	-
4361 Life/Disability Insurance	-	4,930	4,200	5,110
Total:	**$ 437,798**	**$ 337,410**	**$ 332,385**	**$ 322,475**

OPERATING EXPENSES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4231 Private/Special Contract Services	15,870	-	-	-
4238 Code Enforcement	46,907	31,500	31,500	20,000
4415 Vehicle Operation	3,451	2,700	2,700	-
4420 Travel & Conference	125	2,700	1,000	2,700
4425 Memberships/Subscriptions	690	500	500	500
4440 Telephone	1,189	900	-	900
4445 Printing	44	1,800	1,800	1,800
4450 Postage	-	1,800	1,800	1,800
4455 Uniforms	3,126	1,800	1,800	1,800
4465 Special Dept Supplies	2,625	3,600	3,600	2,500
4490 Training	1,775	1,350	1,350	1,350
4530 Special Equipment Maintenance	1,364	11,230	3,000	3,000
Total:	**$ 77,166**	**$ 59,880**	**$ 49,050**	**$ 36,350**

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016		
ACCT. NO.	DESCRIPTION 01-950-65	COMMUNITY PRESERVATION
	SALARIES AND BENEFITS	
4117	Community Development Director (10%)	13,500
4133	Community Preservation Officer	63,405
4145	Community Preservation Officer	67,955
4171	Senior Community Preservation Officer	79,500
4174	Management Analyst (10%)	6,525
4150	Overtime	
	Concerts in the Park/Special Enforcement/ community meetings/ LASD assisstance	6,000
4310	Optional Benefits Program	2,630
4320	Health Insurance	29,465
4340	PERS Retirement	45,035
4350	Medicare Tax	3,350
4361	Life/Disability Insurance	5,110
	TOTAL	322,475
	MAINTENANCE AND OPERATIONS	
4238	**Contract legal services** City Prosecutor - Code Ammendments and Prosecution	
	TOTAL	20,000
4420	**Travel & Conference** CACEO Annual Seminar	
		2,700
4425	**Memberships/Subscriptions** California Association of Community Preservation Staff (3 Officers; Supervisor)	
	TOTAL	500
4440	**Telephone** Cell phone usage for Senior CPO and PSSM	
	TOTAL	900
4445	**Printing** Community Outreach Materials	
	TOTAL	1,800
4450	**Postage** Community Outreach Materials - Postage	
	TOTAL	1,800

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016		
ACCT. NO.	DESCRIPTION 01-950-65	COMMUNITY PRESERVATION
4455	**Uniforms**	
	TOTAL	1,800
4465	**Special Department Supplies** Compliance notices and citation forms Miscellaneous code enforcement equipment *Additional supplies (pepper spray, citation boxes, envelopes, etc.)*	
	TOTAL	2,500
4490	**Training** Training for community preservation personnel (workshops, seminars and conferences)	
	TOTAL	1,350
4530	**Special Equipment Maintenance** HDL software $2,782/ annual	
	TOTAL	3,000

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 2013-14	ADOPTED 2014-15		ADOPTED 2015-16
Office Assistant	0.20	0.20		0.00
Office Assistant II	0.00	0.00		0.20
Secretary - Public Works	0.40	0.40		0.40
Parking Control Officer	1.00	1.00		1.00
Public Safety Supervisor	0.20	0.20		0.20
Public Safety & Services Manager	0.20	0.20		0.00
Management Analyst	0.20	0.20		0.20
Part-Time Positions	2.63	2.63		2.63
Total:	**4.83**	**4.83**		**4.63**

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs	318,021	323,990	304,155	318,315
Operating Expenses	90,427	76,735	74,335	72,230
Total:	**$ 408,448**	**$ 400,725**	**$ 378,490**	**$ 390,545**

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
General Fund	408,448	400,725	378,490	390,545
Total:	**$ 408,448**	**$ 400,725**	**$ 378,490**	**$ 390,545**

KEY PROGRAM GOALS

1. Complete implementation of online parking permit system to improve customer service.
2. Evaluate parking control program including costs and revenues to determine if changes are warranted.

KEY WORKLOAD MEASURES	ADOPTED 2015-16
Annual overnight parking permits issued.	800
Parking citation appeals considered by Transportation and Public Safety Commission.	200

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

EXPENDITURE DETAIL

PERSONNEL		ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.					
4116	Office Assistant	8,871	8,905	8,905	-
4116	Office Assistant II	-	-	-	10,585
4130	Secretary-Public Works	23,771	23,675	23,675	25,590
4132	Public Safety Supervisor	18,564	18,255	17,550	17,550
4134	Parking Control Officer	46,937	64,040	64,040	69,220
4135	Public Safety & Services Manager	20,142	19,900	5,200	-
4174	Management Analyst	9,013	11,610	11,610	13,050
4150	Overtime	24,192	3,000	3,000	3,000
4161	Part Time	94,792	110,075	110,075	120,975
4310	Optional Benefits Program	1,726	1,810	1,700	1,645
4320	Health Insurance	22,488	23,050	22,000	23,150
4340	PERS Retirement	36,043	32,720	30,000	26,795
4350	Medicare Tax	3,657	3,700	3,600	3,725
4360	Other Insurance	7,825	-	-	-
4361	Life/Disability Insurance	-	3,250	2,800	3,030
	Total:	**$ 318,021**	**$ 323,990**	**$ 304,155**	**$ 318,315**

OPERATING EXPENSES		ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.					
4212	Parking Administration	64,783	60,000	60,000	60,000
4415	Vehicle Operation	4,366	4,000	3,000	-
4420	Travel & Conference	187	-	-	-
4425	Membership & Subscriptions	-	275	275	200
4440	Telephone	741	400	-	400
4455	Uniforms	2,407	1,980	1,980	1,980
4465	Special Dept. Supplies	13,034	6,380	6,380	6,380
4490	Training	1,414	-	-	-
4530	Special Equipment Maintenance	3,495	3,700	2,700	3,270
	Total:	**$ 90,427**	**$ 76,735**	**$ 74,335**	**$ 72,230**

CITY OF TEMPLE CITY
BUDGET WORKSHEET
FY 2015-2016

ACCT. NO.	DESCRIPTION 01-950-67	PARKING ADMINISTRATION
	SALARIES AND BENEFITS	
4132	Public Safety Supervisor (20%)	17,550
4116	Office Assistant II (20%)	10,585
4130	Secretary - Public Works (40%)	25,590
4134	Parking Control Officer	69,220
4174	Management Analyst (20%)	13,050
4161	Part Time - Parking Control Officers	120,975
	$24.53 x 35 Hrs x 52 Wks x 1 positions $44,645	
	$20.97 x 35 Hrs x 52 Wks x 2 positions $76,330	
4150	Overtime	
	Overtime for Transportation & Public Safety Commission Meetings	3,000
4310	Optional Benefits Program	1,645
4320	Health Insurance	23,150
4340	PERS Retirement	26,795
4350	Medicare Tax	3,725
4361	Life/Disability Insurance	3,030
	TOTAL	318,315
	MAINTENANCE AND OPERATIONS	
4212	**Parking Administration**	
	Citation Processing Center - Data Ticket	
	TOTAL	60,000
4425	**Memberships/Subscriptions**	
	Membership in Cal Public Parking Association for staff and commissioners	175
	State Controller's Off $25/annually	25
	TOTAL	200
4440	**Telephone**	
	Monthly service charge - $35 per unit x 2 = $70 x 12 months	
	TOTAL	400
4450	**Postage**	
	Annual overnight parking permit renewals, parking citations	
	(Done through third party processing company, Data Ticket)	
	TOTAL	-
4455	**Uniforms**	
	Replacement of existing and proposed staff increase	
	TOTAL	1,980

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016		
ACCT. NO.	DESCRIPTION 01-950-67	PARKING ADMINISTRATION
4465	**Special Department Supplies**	
	Overnight parking permit stickers	850
	Citation forms = 20,000 citation forms @ 0.175 each	
	Temporary Parking Machine paper	800
	Miscellaneous small tools/equipment/office supplies	4,730
	Handheld ticket writer paper rolls	
	TOTAL	6,380
4490	**Training**	
	Training classes and seminars for commissioners/staff	
	TOTAL	-
4530	**Special Equipment Maintenance**	
	Annual Transaction Processing fee	495
	Annual software maintenance program	495
	Annual maintenance agreement for the temporary parking permit machine	1,200
	Monthly server hosting for the temporary parking permit machine program	1,080
	Annual online report services	
	Annual software license for handheld ticket writers	
	Monthly lease and support for handheld ticket writers	
	TOTAL	3,270

PUBLIC WORKS

Program 71: Administration and Engineerin
Maintain City infrastructure.

Program72: Street Cleaning
Street sweeping and cleaning services.

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

Program 74: Traffic Signs and Striping Main
Maintain and replace signs and street markir

Program75: Street Maintenance.
Repair and resurface public streets/alleys.

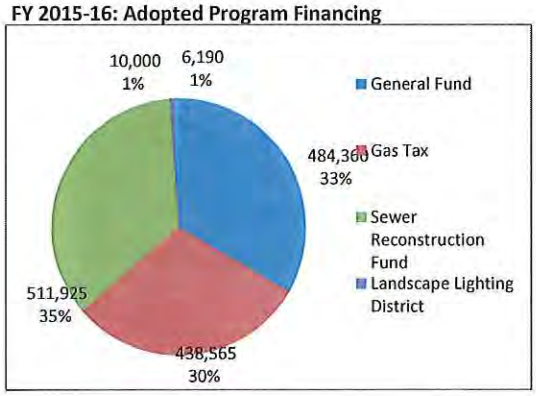
Program 76: Sidewalk Maintenance
Maintain/repair public sidewalks.

Program77: Solid Waste Management
Trash and recycling pick-up and programs.

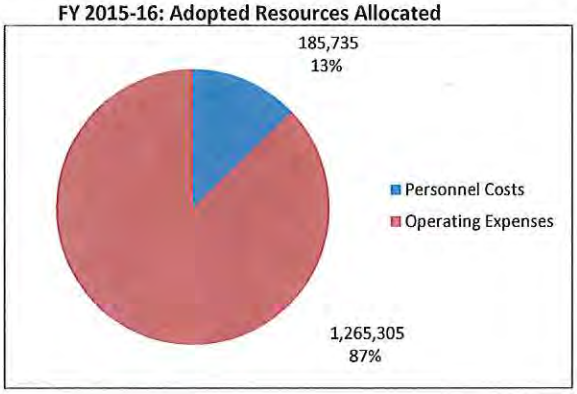
Program 78: Street Lighting
Maint. and utility provision for street lights.

DEPARTMENT SUMMARY

FY 2015-16: Adopted Program Financing



FY 2015-16: Adopted Resources Allocated



	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
RESOURCES ALLOCATED				
Personnel Costs	197,741	207,225	184,715	185,735
Operating Expenses	982,629	1,222,880	1,159,240	1,265,305
Total:	**$ 1,180,370**	**$ 1,430,105**	**$ 1,343,955**	**$ 1,451,040**
PROGRAM FINANCING				
General Fund	285,127	476,090	446,060	484,360
Gas Tax	457,692	402,915	382,710	438,565
Landscape & Lighting District	426,386	534,910	498,995	511,925
Sewer Reconstruction Fund	-	10,000	10,000	10,000
Used Oil Grant	11,165	6,190	6,190	6,190
Total:	**$ 1,180,370**	**$ 1,430,105**	**$ 1,343,955**	**$ 1,451,040**
PERSONNEL (FTE)	2.93	2.05		1.85
Total:	**2.93**	**2.05**		**1.85**

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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 2013-14	ADOPTED 2014-15		ADOPTED 2015-16
Community Dev Director	0.20	0.20		0.20
Office Assistant	0.20	0.20		0.00
Office Assistant II	0.00	0.00		0.20
Public Safety Supervisor	0.10	0.10		0.10
Secretary - Pub Works	0.25	0.25		0.25
Public Safety & Services Manager	0.10	0.10		0.00
Management Analyst	0.10	0.10		0.10
Part Time	0.88	0.00		0.00
Total:	**1.83**	**0.95**		**0.85**

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs	99,755	106,150	94,660	95,385
Operating Expenses	154,677	360,140	354,900	392,475
Total:	**$ 254,432**	**$ 466,290**	**$ 449,560**	**$ 487,860**

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Gas Tax 2107.5	6,000	6,000	6,000	6,000
Sewer Reconstruction	-	-	-	-
General Fund	248,432	460,290	443,560	481,860
Total:	**$ 254,432**	**$ 466,290**	**$ 449,560**	**$ 487,860**

KEY PROGRAM GOALS

1. Complete design of Las Tunas Drive enhancements.
2. Complete bike lane and street enhancements under Bicycle Transportation Account grant.
3. Complete improvements to Temple City Boulevard under Highway Safety Improvement Program grant.
4. Determine City commitments and funding that will be required for compliance with the National Pollutant Discharge Elimination System (NPDES) and Wastershed Management Program.

KEY WORKLOAD MEASURES	ADOPTED 2015-16
CIP projects completed.	2
NPDES annual training conducted.	1

Program: Admin & Engineer
Account: 21-960-71

EXPENDITURE DETAIL

PERSONNEL	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4117 Community Dev Director	21,156	26,995	26,995	26,995
4116 Office Assistant	8,871	8,905	8,905	-
4116 Office Assistant II	-	-	-	10,585
4132 Public Safety Supervisor	9,282	9,125	8,775	8,775
4135 Public Safety & Services Manager	10,071	10,450	2,600	-
4130 Secretary - Pub Works	14,857	14,800	14,800	15,995
4174 Management Analyst	4,506	5,805	5,805	6,525
4150 Overtime	18	-	-	-
4161 Part Time	2,025	-	-	-
4310 Optional Benefits Program	672	780	780	700
4320 Health Insurance	9,447	11,520	10,000	10,000
4340 PERS Retirement	14,951	15,020	13,600	13,305
4350 Medicare Tax	973	1,095	1,000	1,000
4360 Other Insurance	2,926	-	-	-
4361 Life/Disability Insurance	-	1,655	1,400	1,505
Total:	**$ 99,755**	**$ 106,150**	**$ 94,660**	**$ 95,385**

OPERATING COSTS	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4215 LA CO - General Services	-	500	-	-
4239 Engineering Services	87,031	260,500	260,500	260,500
4277 NPDES	64,597	90,000	90,000	126,125
4420 Travel & Conference	-	1,500	1,500	1,500
4425 Memberships/Subscriptions	-	4,430	1,000	1,500
4440 Telephone	-	360	-	-
4465 Special Dept Supplies	3,049	900	900	900
4490 Training	-	1,950	1,000	1,950
Total:	**$ 154,677**	**$ 360,140**	**$ 354,900**	**$ 392,475**

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016			
ACCT. NO.	DESCRIPTION 21-960-71		ADMINISTRATION & ENGINEERING
	SALARIES AND BENEFITS		
4117	Community Development Director (20%)		26,995
4132	Public Safety Supervisor (10%)		8,775
4116	Office Assistant II (20%)		10,585
4130	Secretary - Public Works (25%)		15,995
4174	Management Analyst (10%)		6,525
4310	Optional Benefits Program		700
4320	Health Insurance		10,000
4340	PERS Retirement		13,305
4350	Medicare Tax		1,000
4361	Life/Disability Insurance		1,505
		TOTAL	95,385
	MAINTENANCE AND OPERATIONS		
4239	**Engineering Services**		
	PUBLIC WORKS - Professional engineering services, inspection services, engineering services, and special project assistance for city projects		
	Transtech		
		TOTAL	260,500
4277	**NPDES**		
	Annual Report	5,800	
	Upper Los Angeles River (ULAR)		
	Enhanced Watershed Management Plan (EWMP) Meetings	6,500	
	Permit group and other meetings	3,500	
	Illegal discharge investigations	1,600	
	Training of City Staff	4,500	
	Industrial and commercial inspections	6,875	
	Public outreach	4,750	
	Administer Total Maximum Daily Loads (TMDL)	15,500	
	Annual Discharge (MS4) Permit Fee	18,000	
	Gateway Cities COG TMDL metals sampling	2,500	
	ULAR EWMP development	5,000	
	ULAR Coordinated Integrated Monitoring Program (CIMP)	27,000	
	Rio Honda Channel Collaborative Load Reduction Strategy	21,000	
	League of California Cities Stormwater Funding Options Working Group	3,600	
		TOTAL	126,125

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016		
ACCT. NO.	DESCRIPTION 21-960-71	ADMINISTRATION & ENGINEERING
4420	**Travel & Conference** Public Works Training/Conferences	
		TOTAL 1,500
4425	**Memberships/Subscriptions** Memberships for Public Works Organizations	
		TOTAL 1,500
4440	**Telephone** Cell phone usage for Director of Community Development	
		TOTAL -
4465	**Special Department Supplies** General office supplies (BNI Public Works Green Book, Cost Book, Standard Plans)	
		TOTAL 900
4490	**Training** Training for Public Works personnel (workshops, seminars & conferences)	
		TOTAL 1,950

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 2013-14	ADOPTED 2014-15		ADOPTED 2015-16
Total:	0.00	0.00		0.00

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs	-	-	-	-
Operating Expenses	125,897	200,000	200,000	202,490
Total:	$ 125,897	$ 200,000	$ 200,000	$ 202,490

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
General Fund	-	-	-	-
Gas Tax (2105, 2106, 2107)	125,897	200,000	200,000	202,490
Total:	$ 125,897	$ 200,000	$ 200,000	$ 202,490

KEY PROGRAM GOALS

1. Sweep all residential streets once per week and all commercial areas three days per week.

KEY WORKLOAD MEASURES	ADOPTED 2015-16
Number of curb miles swept.	3,600

Program: Street Cleaning
Account: 21-960-72

EXPENDITURE DETAIL

PERSONNEL	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
	-	-	-	-
Total:	$ -	$ -	$ -	$ -

OPERATING COSTS	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4256 Street Cleaning	125,897	200,000	200,000	202,490
Total:	$ 125,897	$ 200,000	$ 200,000	$ 202,490

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016		
ACCT. NO.	DESCRIPTION 21-960-72	STREET CLEANING
	MAINTENANCE AND OPERATIONS	
4256	**Street Cleaning**	
	Athens Services - Street sweeping contract services $16874 monthly	202,490
	Weekly street sweeping	
	TOTAL	202,490

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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 2013-14	ADOPTED 2014-15		ADOPTED 2015-16
	0.00	0.00		0.00
Total:	**0.00**	**0.00**		**0.00**

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs	-	-	-	-
Operating Expenses	101,481	136,500	131,500	136,500
Total:	**$ 101,481**	**$ 136,500**	**$ 131,500**	**$ 136,500**

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Lighting & Landscape District	101,481	136,500	131,500	136,500
Total:	**$ 101,481**	**$ 136,500**	**$ 131,500**	**$ 136,500**

KEY PROGRAM GOALS

1. Work with Los Angeles County to ensure that all traffic signals are maintained consistent with industry standards and safety requirements.
2. Work with Los Angeles County to identify and correct deficiencies in signal operation or timing.

KEY WORKLOAD MEASURES	ADOPTED 2015-16
Traffic signals maintained.	39

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

EXPENDITURE DETAIL

PERSONNEL ACCT.	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
	-	-	-	-
Total:	$ -	$ -	$ -	$ -

OPERATING EXPENSES ACCT.	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
4216 Contract Service - Public	75,352	100,000	100,000	100,000
4435 Utilities	25,244	35,000	30,000	35,000
4960 Administrative Charges	885	1,500	1,500	1,500
Total:	$ 101,481	$ 136,500	$ 131,500	$ 136,500

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016		
ACCT. NO.	DESCRIPTION 47-960-73	TRAFFIC SIGNAL MAINTENANCE
	MAINTENANCE AND OPERATIONS	
4216	**Contract Service - Public** Los Angeles County Public Works Department Las Tunas/Muscatel (50%) Santa Anita/Freer (50%) Temple City/Camino Real (50%) Santa Anita/Live Oak Rosemead/Longden (50%) Signal maintenance services (estimated) 38 signals control intersections	
		TOTAL 100,000
4435	**Utilities** Edison International - Energy for 38 signal controlled intersections	
		TOTAL 35,000
4960	**Administration** Reimbursement for general fund direct and indirect cost associated with managing the program budget	
		TOTAL 1,500

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COMMUNITY DEVELOPMENT

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

STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL 2013-14	ADOPTED 2014-15		ADOPTED 2015-16
Maintenance Lead Worker	0.30	0.30		0.30
Maintenance Worker	0.40	0.40		0.40
Total:	**0.70**	**0.70**		**0.70**

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs	55,354	57,765	56,560	60,025
Operating Expenses	86,179	55,400	36,400	68,900
Total:	**$ 141,533**	**$ 113,165**	**$ 92,960**	**$ 128,925**

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Traffic Congestion Relief Fund	-	-	-	-
Gas Tax (2105, 2106, 2107)	141,533	113,165	92,960	128,925
Total:	**$ 141,533**	**$ 113,165**	**$ 92,960**	**$ 128,925**

KEY PROGRAM GOALS

1. Install new Stop signs as approved by City Council and other traffic signs as necessary.
2. Paint new street markings and repaint existing markings as necessary.
3. Replace all overhead street signs at intersections with reflective metal signs.

KEY WORKLOAD MEASURES	ADOPTED 2015-16
New sign requests fulfilled.	100%
Intersections outfitted with new overhead signs.	22

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

EXPENDITURE DETAIL

PERSONNEL	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4139 Maintenance Lead Worker	19,376	19,215	19,215	20,765
4146 Maintenance Worker	17,743	19,025	19,025	20,560
4150 Overtime	177	-	-	-
4310 Optional Benefits Program	398	575	575	575
4320 Health Insurance	6,529	8,475	8,000	8,230
4340 PERS Retirement	8,957	9,065	8,400	8,355
4350 Medicare Tax	517	545	545	600
4360 Other Insurance	1,657	-	-	-
4361 Life/Disability Insurance	-	865	800	940
Total:	$ 55,354	$ 57,765	$ 56,560	$ 60,025

OPERATING COSTS	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4255 Striping/Pavement	2,087	25,000	1,000	25,000
4266 Curb Addressing	776	10,000	10,000	10,000
4465 Special Dept Supplies	97	400	400	400
4510 Maintenance & Repair	83,219	20,000	25,000	18,000
4630 Annual Events	-	-	-	15,500
Total:	$ 86,179	$ 55,400	$ 36,400	$ 68,900

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016		
ACCT. NO.	DESCRIPTION 21-960-74	TRAFFIC SIGNS & STRIPING MAINTENANCE
	SALARIES AND BENEFITS	
4139	Maintenance Lead Worker (30%)	20,765
4146	Maintenance Worker (40%)	20,560
4310	Optional Benefits Program	575
4320	Health Insurance	8,230
4340	PERS Retirement	8,355
4350	Medicare Tax	600
4361	Life/Disability Insurance	940
	TOTAL	60,025
	MAINTENANCE AND OPERATIONS	
4255	**Striping/Pavement** Schedule striping and pavement marking including select system school zones, curb painting, new pavement, and pavement reflector replacement (estimated)	
	TOTAL	25,000
4266	**Curb Addressing** Perform every 5 years, next due FY2018-19	
	TOTAL	10,000
4465	**Special Department Supplies** Small Tools and Materials	
	TOTAL	400
4510	**Maintenance & Repair** City routine sign maintenance, replacement & repair (estimated)	
	TOTAL	18,000
4630	**Annual Events** Street Closures & Traffic Control	
	Sing Tao	4,000
	Lights on TC	5,500
	Camellia Festival	6,000
	TOTAL	15,500

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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 2013-14	ADOPTED 2014-15		ADOPTED 2015-16
	0.00	0.00		0.00
Total:	0.00	0.00		0.00

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs	-	-	-	-
Operating Expenses	93,952	68,750	68,750	61,150
Total:	$ 93,952	$ 68,750	$ 68,750	$ 61,150

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Sewer Reconstruction Fund	-	10,000	10,000	10,000
Gas Tax (2105, 2106, 2107)	93,952	58,750	58,750	51,150
Total:	$ 93,952	$ 68,750	$ 68,750	$ 61,150

KEY PROGRAM GOALS

1. Provide comprehensive street maintenance and repair services.
2. Perform regularly scheduled street inspections to identify and complete needed repairs.

KEY WORKLOAD MEASURES	ADOPTED 2015-16
Streets inspected annually.	100%
Potholes patched annually.	120

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

EXPENDITURE DETAIL

PERSONNEL	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
	-	-	-	-
Total:	$ -	$ -	$ -	$ -

OPERATING EXPENSES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4216 Contract Service - Public	88,675	48,750	48,750	41,150
4231 Prv/Spc Contract Services	-	10,000	10,000	10,000
4257 Street Maintenance	4,367	10,000	10,000	10,000
4440 Telephone	910	-	-	-
Total:	$ 93,952	$ 68,750	$ 68,750	$ 61,150

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016		
ACCT. NO.	DESCRIPTION 21-960-75	STREET MAINTENANCE
	MAINTENANCE AND OPERATIONS	
4216	**Contract Service - Public**	
	Los Angeles County Public Works Department	
	Pavment Patching (a la carte)	-
	Street Inspections	35,000
	Catch Basin Dry Season	960
	Catch Basin Wet Season priority "A"	3,690
	Roadway Drainage Facilites Maintenance	1,500
	TOTAL	41,150
4231	**Prv/Spc Contract Services**	
	Sewer & Street Funding Analysis	
	(Sewer Reconstruction funded $10,000)	
	TOTAL	10,000
4257	**Street Maintenance**	
	Pot Hole Repair	
	(In house Maintenance Crew)	
	TOTAL	10,000

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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 2013-14	ADOPTED 2014-15		ADOPTED 2015-16
	0.00	0.00		0.00
Total:	**0.00**	**0.00**		**0.00**

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs	-	-	-	-
Operating Expenses	90,310	25,000	25,000	50,000
Total:	**$ 90,310**	**$ 25,000**	**$ 25,000**	**$ 50,000**

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
SB821	-	-	-	-
Gas Tax (2105, 2106, 2107)	90,310	25,000	25,000	50,000
Total:	**$ 90,310**	**$ 25,000**	**$ 25,000**	**$ 50,000**

KEY PROGRAM GOALS

1. Provide comprehensive sidewalk maintenance and repair services.
2. Perform regular scheduled sidewalk inspections to identify and complete needed repairs.

KEY WORKLOAD MEASURES	ADOPTED 2015-16
Sidewalks inspected annually.	100%
Sidewalks repaired annually.	25

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

EXPENDITURE DETAIL

PERSONNEL	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
	-	-	-	-
Total:	$ -	$ -	$ -	$ -

OPERATING EXPENSES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4216 Contract Service - Public	34,018	10,000	10,000	35,000
4258 Sidewalk Maintenance	56,292	15,000	15,000	15,000
Total:	$ 90,310	$ 25,000	$ 25,000	$ 50,000

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016		
ACCT. NO.	DESCRIPTION 21-960-76	SIDEWALK MAINTENANCE
	MAINTENANCE AND OPERATIONS	
4216	**Contract Service - Public**	
	Los Angeles County Public Works Department semi-annual sidewalk inspection program and sidewalk repairs	35,000
	Temporary Repairs	
	TOTAL	35,000
4258	**Sidewalk Maintenance**	
	Private contractors - Project design engineering services (estimated)	
	Project administration and construction inspection (estimated)	
	Sidewalk replacement (estimated)	
	Permanent Repairs	
	TOTAL	15,000

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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 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs	-	-	-	-
Operating Expenses	47,860	21,990	8,690	8,690
Total:	**$ 47,860**	**$ 21,990**	**$ 8,690**	**$ 8,690**

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
General Fund	36,695	15,800	2,500	2,500
Used Oil Grant	11,165	6,190	6,190	6,190
Total:	**$ 47,860**	**$ 21,990**	**$ 8,690**	**$ 8,690**

KEY PROGRAM GOALS

1. Administer Athens contract to ensure that excellent customer service is provided and resident needs are addressed.
2. Work with CalRecycle to ensure compliance with state laws related to diversion, mandatory commercial recycling, and other issues.
3. Administer the used oil grant by conducting public outreach and providing used oil containers.

KEY WORKLOAD MEASURES	ADOPTED 2015-16
State law compliance.	100%
Businesses in compliance with mandatory recycling requirements.	100%

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

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

EXPENDITURE DETAIL

OPERATING EXPENSES		ACTUAL 213-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.					
4231	PRV/SPC Contract Services	36,695	13,300	-	-
4241	SRRE Program	-	2,500	2,500	2,500
4605	Recycling Program	11,165	6,190	6,190	6,190
	Total:	$ 47,860	$ 21,990	$ 8,690	$ 8,690

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016		
ACCT. NO.	DESCRIPTION 01-960-77	SOLID WASTE MANAGEMENT
	MAINTENANCE AND OPERATIONS	
4241	**SRRE Program** Professional consultation services. Solid waste reduction and recycling element (SRRE) (estimated contingency)	
	TOTAL	2,500
4605	**Recycling Program** **(Fund 17)** Used Oil Program and Recycling Grant	
	TOTAL	6,190

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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.

STAFFING SUMMARY (FTEs)	ACTUAL 2013-14	ADOPTED 2014-15		ADOPTED 2015-16
Secretary - Pub Wrks	0.10	0.10		0.10
Public Safety Supervisor	0.10	0.10		0.10
Public Safety & Services Manager	0.10	0.10		0.00
Management Analyst	0.10	0.10		0.10
Total:	**0.40**	**0.40**		**0.30**

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs	42,632	43,310	33,495	30,325
Operating Expenses	282,273	355,100	334,000	345,100
Total:	**$ 324,905**	**$ 398,410**	**$ 367,495**	**$ 375,425**

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
General Fund	-	-	-	-
Lighting & Landscape District	324,905	398,410	367,495	375,425
Total:	**$ 324,905**	**$ 398,410**	**$ 367,495**	**$ 375,425**

KEY PROGRAM GOALS

1. Work with Los Angeles County and Southern California Edison to ensure that all street lights are functional and properly maintained.

KEY WORKLOAD MEASURES	ADOPTED 2015-16
Street lights functional and maintained.	100%

Program: Street Lighting
Account: 47-960-78

EXPENDITURE DETAIL

PERSONNEL	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4130 Secretary - Pub Wrks	5,943	5,915	5,915	6,400
4132 Public Safety Supervisor	9,282	9,125	8,775	8,775
4135 Public Safety & Services Manager	10,071	10,450	2,600	-
4150 Overtime	18	-	-	-
4174 Management Analyst	4,506	5,805	5,805	6,525
4310 Optional Benefits Program	285	330	300	245
4320 Health Insurance	3,956	4,265	3,700	3,550
4340 PERS Retirement	7,084	6,285	5,500	4,035
4350 Medicare Tax	411	450	400	315
4360 Other Insurance	1,076	-	-	-
4361 Life/Disability Insurance	-	685	500	480
Total:	$ 42,632	$ 43,310	$ 33,495	$ 30,325

OPERATING COSTS	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4240 Assessment District Eng	12,749	9,000	9,000	9,000
4271 Prv/Spc Prgs Contract Srv	1,822	1,500	1,500	1,500
4465 Special Dept Supplies	-	100	-	100
4510 Maintenance & Repair	14,520	40,000	40,000	30,000
4570 Energy & Maintenance	250,058	300,000	280,000	300,000
4960 Administrative Charges	3,124	4,500	3,500	4,500
Total:	$ 282,273	$ 355,100	$ 334,000	$ 345,100

CITY OF TEMPLE CITY
BUDGET WORKSHEET
FY 2015-2016

ACCT. NO.	DESCRIPTION 47-960-78		STREET LIGHTING
	SALARIES AND BENEFITS		
4132	Public Safety Supervisor (10%)		8,775
4130	Secretary - Public Works (10%)		6,400
4174	Management Analyst (10%)		6,525
4310	Optional Benefits Program		245
4320	Health Insurance		3,550
4340	PERS Retirement		4,035
4350	Medicare Tax		315
4361	Life/Disability Insurance		480
		TOTAL	30,325
	MAINTENANCE AND OPERATIONS		
4240	**Assessment District Engineer**		
	Annual Lighting and Maintenance Assessment District Update		
		TOTAL	9,000
4271	**Private/Special Programs Contract Services**		
	Underground Service Alert program (estimated)		
		TOTAL	1,500
4465	**Special Department Supplies**		
	General office supplies		
		TOTAL	100
4510	**Maintenance & Repair**		
	Los Angeles County Public Works Department Street Light		
	maintenance and repair (estimated - includes 3% liability insurance)		20,000
	In House repairs and replacement for City-owned street lights		10,000
		TOTAL	30,000
4570	**Energy & Maintenance**		
	Edison International Street Light energy and maintenance costs		
		TOTAL	300,000
4960	**Administrative Charges**		
	Reimbursement of general funds direct and indirect costs associated		
	with managing the program budget		
		TOTAL	4,500

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MAINTENANCE

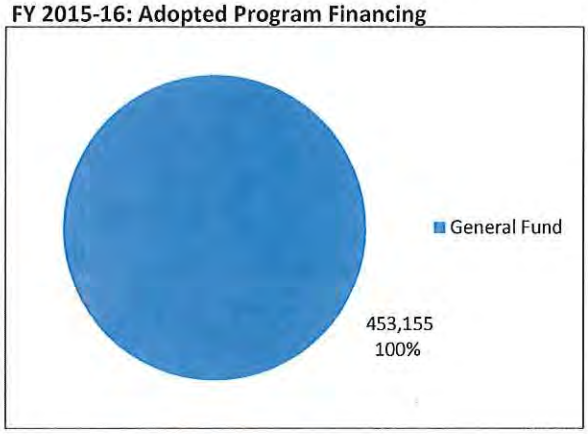
Program 81: General Government Buildings
Operate and maintain City buildings.

Program 82: Parking Facilities
Maintain City public parking lots.

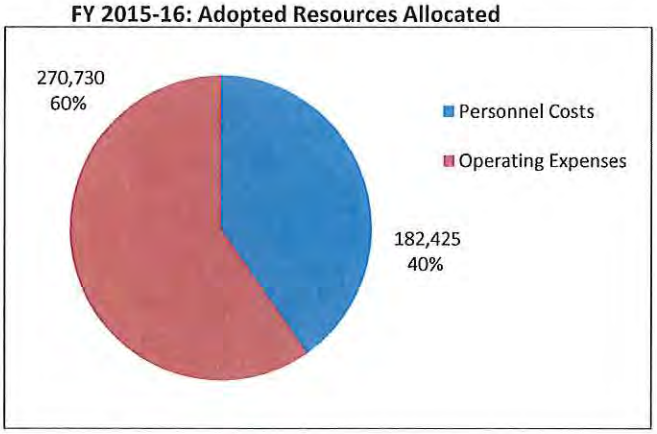
Program 84: Graffiti Abatement
Graffiti cleanup response.

DEPARTMENT SUMMARY

FY 2015-16: Adopted Program Financing



FY 2015-16: Adopted Resources Allocated



	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
RESOURCES ALLOCATED				
Personnel Costs	244,049	218,025	201,570	182,425
Operating Expenses	281,559	307,360	277,195	270,730
Total:	**$ 525,608**	**$ 525,385**	**$ 478,765**	**$ 453,155**
PROGRAM FINANCING				
General Fund	525,608	525,385	478,765	453,155
Total:	**$ 525,608**	**$ 525,385**	**$ 478,765**	**$ 453,155**
PERSONNEL (FTE)	3.25	3.25		**2.85**
Total:	**3.25**	**3.25**		**2.85**

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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 2013-14	ADOPTED 2014-15		ADOPTED 2015-16
Maint Lead Worker	0.40	0.40		0.40
Maint Worker	0.30	0.30		0.30
Total:	0.70	0.70		0.70

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs	85,281	67,065	66,050	62,750
Operating Expenses	198,568	220,450	201,295	187,550
Total:	$ 283,849	$ 287,515	$ 267,345	$ 250,300

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
General Fund	283,849	287,515	267,345	250,300
Total:	$ 283,849	$ 287,515	$ 267,345	$ 250,300

KEY PROGRAM GOALS

1. Provide comprehensive maintenance and repair services for all City facilities.
2. Effectively manage building maintenance contracts including janitorial services and HVAC systems.

KEY WORKLOAD MEASURES	ADOPTED 2015-16
Issues addressed and repairs made in a timely manner.	100%

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

EXPENDITURE DETAIL

PERSONNEL	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4139 Maint Lead Worker	25,834	25,610	25,610	27,685
4146 Maint Worker	13,307	14,270	14,270	15,420
4150 Overtime	25,462	7,000	7,000	-
4310 Optional Benefits Program	856	575	575	575
4320 Health Insurance	7,166	8,690	8,100	8,755
4340 PERS Retirement	9,974	9,460	9,230	8,715
4350 Medicare Tax	906	565	565	625
4360 Other Insurance	1,776	-	-	-
4361 Life/Disability Insurance	-	895	700	975
Total:	$ 85,281	$ 67,065	$ 66,050	$ 62,750

OPERATING EXPENSES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4252 Janitorial Services	30,022	24,000	28,875	24,000
4259 Mechanical Maintenance	9,698	12,600	10,000	12,600
4260 General Maintenance	2,723	4,000	3,165	4,000
4425 Memberships/Subscriptions	1,021	1,350	1,655	1,350
4435 Utilities	60,175	50,000	40,000	50,000
4440 Telephone	19,847	12,500	13,500	12,500
4465 Special Dept Supplies	17,953	28,400	22,000	18,000
4505 Primrose Property Expense	1,646	14,560	14,560	7,560
4506 Property Expense (5800 TC BL)	12,026	-	-	-
4510 Maintenance & Repair	11,695	32,000	32,000	25,000
4530 Special Equipment Maint	29,935	40,500	35,000	32,000
4580 Equipment Rental	132	540	540	540
4685 SpecialProjects	1,695	-	-	-
Total:	$ 198,568	$ 220,450	$ 201,295	$ 187,550

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016		
ACCT. NO.	DESCRIPTION 01-970-81	GENERAL GOVERNMENT BUILDINGS
	SALARIES AND BENEFITS	
4139	Maintenance Lead Worker (40%)	27,685
4146	Maintenance Worker (30%)	15,420
4150	Overtime	-
4310	Optional Benefits Program	575
4320	Health Insurance	8,755
4340	PERS Retirement	8,715
4350	Medicare Tax	625
4361	Life/Disability Insurance	975
	TOTAL	62,750
	MAINTENANCE AND OPERATIONS	
4252	**Janitorial Services**	
	Janitorial Services for City Hall and Civic Center, Community Room including janitorial & special services i.e. carpet cleaning, window washing, wall cleaning, floors, etc .	
	TOTAL	24,000
4259	**Mechanical Maintenance**	
	HVAC system maintenance & supplies City Yard 2x's a year @ $184	370
	HVAC system maintenance & supplies Civic Center, EOC, Community Room City Hall 6 X's a year @$912	5,500
	Emergency power generator maintenance and AQMD permit- Civic Center annual fee	460
	Emergency power generator maintenance and AQMD permit- City Yard annual fee	460
	Miscellaneous	5,810
	TOTAL	12,600
4260	**General Maintenance**	
	Alarm services (City Hall, Civic Center, La Rosa Yard) $57 per facility per month	2,100
	Pest control services $145 quarterly	580
	Special fumigation services (2) per year	700
	Miscellaneous	620
	TOTAL	4,000
4425	**Memberships & Subscriptions**	
	Charter TV subscription for City Hall $110 approx	1,350
	TOTAL	1,350

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016		
ACCT. NO.	DESCRIPTION 01-970-81	GENERAL GOVERNMENT BUILDINGS
4435	**Utilities**	
	City Hall, Civic Center and EOC	
	Edison International	
	Southern California Gas	
	Sunnyslope Water	
	TOTAL	50,000
4440	**Telephone**	
	SBC Pac Bell - local service & cell phones (2), estimated	
	AT & T - long distance service	
	Telephone system maintenance and repair	
	TOTAL	12,500
4465	**Special Department Supplies**	
	Lighting, water & misc. supplies	4,400
	Cleaning, sanitary supplies, trash liners, and paper goods	6,100
	Flags	2,000
	Misc Department Supplies	5,500
	TOTAL	18,000
4505	**Primrose Property Expense**	
	General expenses in regards to the Primrose Property	
	TOTAL	7,560
4510	**Maintenance & Repair**	
	General building repairs and facility maintenance (estimated). Includes	
	CNG Gas Equipment, mat cleaning and misc. repairs and maintenance.	
	LA Co Dept of P/Health Annual Backflow Prevention $132	
	Ocean Blue E-Waste-Hazardous Waste	
	TOTAL	25,000
4530	**Special Equipment Maintenance**	
	Radio communications equipment preventive maintenance and repair	
	Annual fire extinguisher service	1,300
	Annual Defibrillator (City Hall & Civic Center)	850
	Annual Fueling Station Card Reader	
	CTY Connect phone system Agreement-Blackboard Connect	25,000
	KGEM TV and Cable Service (Moved to City Clerk Program)	
	Miscellaneous	4,850
	TOTAL	32,000
4580	**Equipment Rental**	
	Water dispensers	
	TOTAL	540

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.

STAFFING SUMMARY (FTEs)	ACTUAL 2013-14	ADOPTED 2014-15		ADOPTED 2015-16
Maintenance Lead Worker	0.30	0.30		0.30
Maintenance Worker	0.30	0.30		0.30
Public Safety & Services Manager	0.10	0.10		0.00
Management Analyst	0.10	0.10		0.10
Part Time	1.75	1.75		1.45
Total:	**2.55**	**2.55**		**2.15**

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs	158,768	150,960	135,520	119,675
Operating Expenses	39,249	46,510	40,900	33,180
Total:	**$ 198,017**	**$ 197,470**	**$ 176,420**	**$ 152,855**

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
General Fund	198,017	197,470	176,420	152,855
Total:	**$ 198,017**	**$ 197,470**	**$ 176,420**	**$ 152,855**

KEY PROGRAM GOALS

1. Provide comprehensive maintenance and repair services for all City parking lots.

KEY WORKLOAD MEASURES	ADOPTED 2015-16
Issues addressed and repairs made in a timely manner.	100%

Program: Parking Facilities
Account: 01-970-82

EXPENDITURE DETAIL

PERSONNEL	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4135 Public Safety & Services Manager	10,071	10,450	2,610	-
4139 Maint Lead Worker	19,376	19,215	19,215	20,765
4146 Maintenance Worker	13,307	14,270	14,270	15,420
4174 Management Analyst	4,506	5,805	5,805	6,525
4150 Overtime	8,902	2,880	3,000	-
4161 Part Time	77,970	74,740	70,000	57,800
4310 Optional Benefits Program	482	660	600	575
4320 Health Insurance	7,633	9,405	8,500	8,195
4340 PERS Retirement	11,340	10,710	9,000	7,755
4350 Medicare Tax	1,916	1,720	1,720	1,675
4360 Other Insurance	3,265	-	-	-
4361 Life/Disability Insurance	-	1,105	800	965
Total:	$ 158,768	$ 150,960	$ 135,520	$ 119,675

OPERATING EXPENSES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.				
4415 Vehicle Operation	6,570	11,710	10,000	-
4435 Utilities	14,849	15,000	12,000	15,000
4440 Telephone	739	400	400	500
4455 Uniforms	3,263	3,700	3,000	4,780
4465 Special Dept Supplies	2,469	9,200	9,000	5,400
4490 Training	371	900	900	900
4510 Maintenance & Repair	8,656	3,600	3,600	3,600
4530 Special Equipment Maint	822	1,000	1,000	2,000
4550 Small Tool Replacement	1,510	1,000	1,000	1,000
Total:	$ 39,249	$ 46,510	$ 40,900	$ 33,180

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016		
ACCT. NO.	DESCRIPTION 01-970-82	PARKING FACILITIES
	SALARIES AND BENEFITS	
4139	Maintenance Lead Worker (30%)	20,765
4146	Maintenance Worker (30%)	15,420
4174	Management Analyst (10%)	6,525
4150	Overtime	-
4161	Part Time	
	Two Maintenance Workers ($19 x 29Hrs/Wk x 52 Wks x 2)	57,800
4310	Optional Benefits Program	575
4320	Health Insurance	8,195
4340	PERS Retirement	7,755
4350	Medicare Tax	1,675
4361	Life/Disability Insurance	965
	TOTAL	119,675
	MAINTENANCE AND OPERATIONS	
4435	**Utilities**	
	Edison International	
	Sunnyslope Water	
	TOTAL	15,000
4440	**Telephone**	
	Cellular phone monthly service charge (12 months @ $35)	
	TOTAL	500
4455	**Uniforms**	
	Maintenance Worker's uniforms -Alsco Rental 1 delivery per week @ approx $60	3,120
	Boots bi-annual, $600	1,200
	Hats/jackets	460
	TOTAL	4,780
4465	**Special Department Supplies**	
	Herbicides, trash bags, water hoses	
	Rain gear, gloves & disposal gloves	
	Safety equipment	
	TOTAL	5,400

CITY OF TEMPLE CITY
BUDGET WORKSHEET
FY 2015-2016

ACCT. NO.	DESCRIPTION 01-970-82		PARKING FACILITIES
4490	**Training**		
	Training Parking Maintenance personnel (workshops, seminars, etc.)		
	LACO P/Health Environmental Health Tester Memberhsip		295
	American Backflow Prevention Association		80
	Additional Annual Training		525
		TOTAL	900
4510	**Maintenance & Repair**		
	Parking Lot Lighting, landscaping, water irrigation systems, signs		
		TOTAL	3,600
4530	**Special Equipment Maintenance**		
	Standard lawnmower, hedge trimming and motorized equipment maintenance and repair		1,000
	Equipment Fuel-ex. Blower, lawnmower, etc.		500
	Miscelaneous Equip. Maint.		500
		TOTAL	2,000
4550	**Small Tool Replacement**		
	Shovels, rakes, brooms and general tool replacement		
		TOTAL	1,000

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 2013-14	ADOPTED 2014-15		ADOPTED 2015-16
Office Assistant	0.00	0.00		0.00
Total:	**0.00**	**0.00**		**0.00**

BUDGET SUMMARY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
Personnel Costs	-	-	-	-
Operating Expenses 1/	43,742	40,400	35,000	50,000
Total:	**$ 43,742**	**$ 40,400**	**$ 35,000**	**$ 50,000**

FUNDING SOURCES	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
General Fund	43,742	40,400	35,000	50,000
Total:	**$ 43,742**	**$ 40,400**	**$ 35,000**	**$ 50,000**

KEY PROGRAM GOALS

1. Remove graffiti as quickly and efficiently as possible.
2. Coordinate with Sheriff's Department to track graffiti markings and locations.

KEY WORKLOAD MEASURES	ADOPTED 2015-16
Graffiti removed same day or day after being reported.	100%

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

Program: Graffiti Abatement
Account: 01-970-84

EXPENDITURE DETAIL

PERSONNEL	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
	-	-	-	-
Total:	$ -	$ -	$ -	$ -

OPERATING EXPENSES		ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
ACCT.					
4262	Graffiti Abatement	43,742	40,000	35,000	50,000
4465	Special Dept. Supplies	-	400	-	-
	Total:	$ 43,742	$ 40,400	$ 35,000	$ 50,000

CITY OF TEMPLE CITY BUDGET WORKSHEET FY 2015-2016		
ACCT. NO.	DESCRIPTION 01-970-84	GRAFFITI ABATEMENT
	MAINTENANCE AND OPERATIONS	
4262	**Graffiti Abatement** Graffiti removal contract service Pressure washing of Las Tunas and Rosemead Supplemental Graffiti Abatement	
	TOTAL	50,000
4465	**Special Department Supplies** Graffiti removal supplies	
	TOTAL	-

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VEHICLES & EQUIPMENT REPLACEMENT

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CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

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 2015-16 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 2015-16. 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 2015-16. 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.

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CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

DEPARTMENT: EQUIPMENT REPLACEMENT
PROGRAM: VEHICLES & EQUIPMENT

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

SUMMARY OF EXPENDITURES

	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
PERSONNEL	-	-	-	-
OPERATING EXPENSES	-	-	-	-
CAPITAL OUTLAY	302,929	226,055	189,720	143,900
TOTAL	302,929	226,055	189,720	143,900

FUNDING SOURCE

General Fund	126,500
Gas Tax	6,700
State Recycling /Litter Grant	9,500
Lighting/Landscape District	1,200

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

DEPARTMENT: EQUIPMENT REPLACEMENT | DIVISION: EQUIPMENT REPLACEMENT
PROGRAM: VEHICLES & EQUIPMENT | ACCOUNT NO: XX-9XX-XX-XXXX

EXPENDITURE DETAIL

ACCT. NO.	ACTIVITY	ACTUAL 2013-14	ADOPTED 2014-15	ESTIMATED 2014-15	ADOPTED 2015-16
	PERSONNEL				
	TOTAL PERSONNEL	-	-	-	-
	OPERATING EXPENSE				
	TOTAL OPERATING EXP	-	-	-	-
	CAPITAL OUTLAY				
4820	Vehicles	18,560	-	-	25,000
4830	Office Equipment	143,038	115,405	167,335	61,500
4840	Special Equipment	141,331	110,650	22,385	57,400
	TOTAL CAP OUTLAY	**302,929**	**226,055**	**189,720**	**143,900**
	TOTAL PROGRAM	**302,929**	**226,055**	**189,720**	**143,900**

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

CAPITALIZED FIXED ASSETS

		DESCRIPTION		ADOPTED FY 2014-15	ESTIMATED FY 2014-15	ADOPTED FY 2015-16
MANAGEMENT SERVICES						
City Manager	- Office	Round Table and Chairs Set		545	545	
		1 Lap Top		550	550	
		1 Printer				1,000
		01-910-42-4830	GF	1,095	1,095	1,000
City Clerk	- Office	1 Lap Top				1,500
		1 Printer				1,000
		01-910-45-4830	GF			2,500
ADMINISTRATIVE SERVICES						
Purchasing	- Vehicle	Add ons to Lease Vehicles				25,000
		01-920-49-4820	GF			25,000
PARKS & RECREATION						
Recreation/Human Service	- Office	10 Mobile Tables		6,000	5,900	
		01-940-57-4830	GF	6,000	5,900	
	- Special	2 Enclosed Canopy with Windows		1,500	1,500	
		Set of 20 100' Strands LED Lights for Redwood Tree				5,000
		01-940-57-4840	GF	1,500	1,500	5,000
Parks - Maint/Facilities	- Special	1 Kubota Vacuum		14,000	-	
		1 Toro Groundsmaster Lawn Mower				28,000
		01-940-59-4840	GF	14,000	-	28,000
		8 Waste Receptacles		9,500	9,500	
		8 Waste Receptacles				9,500
		43-940-59-4840	St Rec	9,500	9,500	9,500
Trees & Parkways	- Special	2 Chain Saws				1,200
		47-970-83-4840	L/LD			1,200
COMMUNITY DEVELOPMENT						
Building	- Office	6 Office Chairs		5,400	-	
		1 Scanner		1,300	1,270	
		01-930-54-4830	GF	6,700	1,270	
Public Safety Division						
Emergency Services	- Office	4 Laptop Computers (including moving of existing Ham radios to new EOC and installation of new VHF antenna)		15,000	15,000	
		1 Laptop and Projector				3,000
		01-950-64-4830	GF	15,000	15,000	3,000

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

CAPITALIZED FIXED ASSETS

		DESCRIPTION		ADOPTED FY 2014-15	ESTIMATED FY 2014-15	ADOPTED FY 2015-16
Emergency Services	- Special	BullEx Intelligent Training System				7,000
		01-950-64-4840	GF			7,000
Parking Administration	- Special	Parking Permit Machine and On Line System		40,000	40,000	
		01-950-67-4840	GF	40,000	40,000	
Public Works Division						
Street Maintenance	- Special	1 Tow Behind Compressor		25,000	22,900	
		2 Wanco Full Matrix Arrow Boards		20,000	-	
Street Maintenance	- Special	1 Message Board Security Box		-	3,985	
		1 Generator				5,000
		1 Blower				600
		1 Rotohammer				1,100
		21-960-75-4840	GT	45,000	26,885	6,700
Maintenance Division						
General Government Bldgs	- Office	Technology Upgrade (PC Replacement)		45,000	46,330	
		Technology Upgrade (File Server and SAN Replacement)				55,000
		New Telephone System		41,610	41,610	
		01-970-81-4830	GF	86,610	87,940	55,000
	- Special	TV for City Hall Lobby		650	630	
		01-970-81-4840	GF	650	630	
		TOTAL CAPITALIZED FIXED ASSETS		**226,055**	**189,720**	**143,900**
	Vehicle					25,000
	Office			115,405	111,205	61,500
	Special			110,650	78,515	57,400
	TOTAL CAPITALIZED FIXED ASSETS BY TYPES			**226,055**	**189,720**	**143,900**
	General Fund		GF	171,555	153,335	126,500
	Gas Tax		GT	45,000	26,885	6,700
	State Recycling /Litter Grant		St Rec	9,500	9,500	9,500
	Lighting/Landscape District		L/LD	-	-	1,200
	TOTAL CAPITALIZED FIXED ASSETS BY FUNDING SOURCES			**226,055**	**189,720**	**143,900**

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

CAPITAL IMPROVEMENT PROGRAM

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CITY OF TEMPLE CITY

ADOPTED BUDGET

FY 2015-2016

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 incompleted 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 2015-2016

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 public transit that was approved by the the county voters in November 1990. Collection of the tax began in April 1991. The proceeds are to be used for Congestion Management Programs (CMP), bikeways and bike lanes, street improvements supporting public transit service and Pavement Management System projects to reduce traffic congestion, improve air quality, efficently operate and improve condition of the streets and freeways utilized by public transit.

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 2015-2016

CAPITAL IMPROVEMENT PROGRAM
FUNDING SOURCE SUMMARY

Funding Source	Abbreviations	FISCAL YEAR 2014-2015 Budget	FISCAL YEAR 2014-2015 Estimated	FISCAL YEAR 2015-2016 Adopted (Included Reapproriation)
General Fund	GF	776,995	283,145	400,700
General Fund - Economic Development	GF-ED	-	-	90,000
Proposition A	PROP A	-	-	-
Proposition C	PROP C	175,000	91,000	84,000
Gas Tax	GT	1,545,000	502,820	626,180
CDBG	CDBG	411,585	147,405	-
Measure R	MR	-	-	-
Sewer Reconstruction	SR	10,000	4,400	-
Highway Safety Improvement Program	HSIP	1,253,200	-	1,253,200
Park Acquisition	PA	-	-	80,000
Lighting/Landscape District	L/LD	-	-	-
Congestion Mitigation and Air Quality	CMAQ	855,000	300,000	-
Public Arts Fund	PAF	25,000	-	25,000
Safe Routes To School	SR2S	431,900	431,900	-
Environment Protection Agency	EPA	194,000	194,000	-
Bicycle Transportation Account	BTA	205,425	77,175	128,250
5th District 2015 Excesss Funds Grant	DEFG	-	-	240,000
TOTAL		**5,883,105**	**2,031,845**	**2,927,330**

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

CAPITAL IMPROVEMENT PROGRAM
PROJECT COST SUMMARY

	FISCAL YEAR 2014 - 2015		FISCAL YEAR 2015 - 2016		FISCAL YEAR 2016 - 2017	
Project Expenditures	Adopted	Estimated	Reappropriated	Adopted	Reappropriated	Proposed
Parks - Maintenance / Facilities	112,000	81,750	25,000	320,000	-	-
Traffic Engineering	10,000	4,400	-	-	-	-
Street Cleaning	10,000	1,820	8,180	4,000	-	-
Traffic Signal Maintenance	1,392,900	20,000	1,372,900	-	-	-
Street Construction / Maintenance	2,857,120	1,344,370	1,092,750	-	-	-
Street Construction / Maintenance (For the Rosemead Boulevard Improvement Project Only)	855,000	300,000	-	-	-	-
Sidewalk Maintenance	411,585	147,405	-	-	-	-
General Government Buildings	34,500	20,000	14,500	-	-	-
Parking Facilities	200,000	112,100	87,900	2,100	-	-
TOTAL	**5,883,105**	**2,031,845**	**2,601,230**	**326,100**	**-**	**-**

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

CAPITAL IMPROVEMENT PROGRAM
PROJECT DETAIL

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

			FISCAL YEAR 2014 - 2015				FISCAL YEAR 2015 - 2016				FISCAL YEAR 2016 - 2017	
No.	Project	Priority	Adopted		Estimated		Reappropriated		Adopted		Reappropriated	Proposed
P13-01	Additional Concrete for the Performing Arts Pavillion Area	(D)	10,000	GF	4,750	GF	-		-		-	-
P15-01	Retrofit Existing Walkway Lights at Live Oak Park with LED Fixture Heads	(D)	22,000	GF	22,000	GF	-		-		-	-
P15-02	Public Art at Live Oak Park	(D)	25,000	PAF	-		25,000	PAF	-		-	-
P15-03	Painting of Metal Poles and Rails at LOP	(D)	20,000	GF	20,000	GF	-		-		-	-
P15-04	LOP and TC Parks Master Plan Development	(D)	35,000	GF	35,000	GF	-		-		-	-
P16-01	Live Oak Park Walking and Jogging Path	(D)	-		-		-		240,000	DEFG		
									80,000	PA		
									320,000			
	Recap of Funding Sources		87,000	GF	81,750	GF	-		-		-	-
			25,000	PAF	-		25,000	PAF	-		-	-
			-		-		-		240,000	DEFG	-	-
			-		-		-		80,000	PA	-	-
	TOTAL CIP - PARKS - MAINT / FACILITIES		**112,000**		**81,750**		**25,000**		**320,000**		**-**	**-**

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

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

CAPITAL IMPROVEMENT PROGRAM
PROJECT DETAIL

TRAFFIC ENGINEERING
ACCT. NO. 60-980-62-4810

			FISCAL YEAR 2014 - 2015				FISCAL YEAR 2015 - 2016		FISCAL YEAR 2016 - 2017	
No.	Project	Priority	Adopted		Estimated		Reappropriated	Adopted	Reappropriated	Proposed
P15-05	Citywide Sewer Master Plan Update	(N)	10,000	SR	4,400	SR	-	-	-	-
	Recap of Funding Sources		10,000	SR	4,400	SR	-	-	-	-
	TOTAL CIP - TRAFFIC ENGINEERING		10,000		4,400		-	-	-	-

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

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

CAPITAL IMPROVEMENT PROGRAM
PROJECT DETAIL

STREET CLEANING
ACCT. NO. 60-980-72-4810

			FISCAL YEAR 2014 - 2015				FISCAL YEAR 2015 - 2016				FISCAL YEAR 2016 - 2017	
No.	Project	Priority	Adopted		Estimated		Reappropriated		Adopted		Reappropriated	Proposed
P14-05	Street Sweeping Signage	(D)	10,000	GT	1,820	GT	8,180	GT	4,000	GT	-	-
	Recap of Fundiug Sources		10,000	GT	1,820	GT	8,180	GT	4,000	GT	-	-
	TOTAL CIP - STREET CLEANING		**10,000**		**1,820**		**8,180**		**4,000**		**-**	**-**

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

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

CAPITAL IMPROVEMENT PROGRAM
PROJECT DETAIL

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

			FISCAL YEAR 2014 - 2015				FISCAL YEAR 2015 - 2016			FISCAL YEAR 2016 - 2017	
No.	Project	Priority	Adopted		Estimated		Reappropriated		Adopted	Reappropriated	Proposed
P15-06	Upgrade Traffic Signals on Temple City Blvd. between El Camino Real Avenue and Ellis Lane, and other safety improvements	(N)	970,300	HSIP	-		970,300	HSIP			
			108,100	GF	10,000	GF	98,100	GF			
			1,078,400		10,000		1,068,400		-	-	-
P15-07	Upgrade Traffic Signals Citywide and install other Safety Improvements	(N)	282,900	HSIP	-		282,900	HSIP			
			31,600	GF	10,000	GF	21,600	GF			
			314,500		10,000		304,500		-	-	-
	Recap of Funding Sources		139,700	GF	20,000	GF	119,700	GF			
			1,253,200	HSIP	-		1,253,200	HSIP			
	TOTAL CIP - STREET CLEANING		1,392,900		20,000		1,372,900		-	-	-

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

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

CAPITAL IMPROVEMENT PROGRAM
PROJECT DETAIL

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

			FISCAL YEAR 2014 - 2015				FISCAL YEAR 2015 - 2016			FISCAL YEAR 2016 - 2017	
No.	Project	Priority	Adopted		Estimated	Reappropriated			Adopted	Reappropriated	Proposed
P08-07	Upgrade Sewer Line on Longden from Rosemead to Encinita	(N)	194,000	EPA	194,000	EPA	-		-	-	-
P08-11	Rosemead Boulevard Improvement Project	(N)	855,000	CMAQ	300,000	CMAQ	-		-	-	-
P12-04	Citywide Upgrade Traffic Street Signage	(M)	200,000	GF	-		200,000	GF	-	-	-
P13-02	Repaving of Streets per Re-assessment Pavement Management Plan	(E)	1,485,000	GT	501,000	GT	614,000	GT	-	-	-
P13-04	Redesign and Construction of Las Tunas Drive	(N)	175,000	Prop C	91,000	Prop C	84,000	Prop C		-	-
P13-12	Bicycle Master Plan Implementation -	(N)	205,425	BTA	77,175	BTA	128,250	BTA			
	Installation of 12.6 Miles of Class II & III		22,825	GF	22,825	GF	-				
	Bicycle Lanes		228,250		100,000		128,250		-	-	-
P13-13	Installation of 45 Separate Improvements	(N)	431,900	SR2S	431,900	SR2S					
	around Nine School Sites		26,470	GF	26,470	GF				-	
			458,370		458,370		-		-	-	-
P14-06	Citywide Street Striping	(N)	50,000	GT	-		-		-	-	-
P14-07	Catch basin inserts	(E)	66,500	GF	-		66,500	GF	-	-	-
	Recap of Funding Sources		315,795	GF	49,295	GF	266,500	GF			
			175,000	Prop C	91,000	Prop C	84,000	Prop C			
			1,535,000	GT	501,000	GT	614,000	GT			
			194,000	EPA	194,000	EPA	-				
			205,425	BTA	77,175	BTA	128,250	BTA			
			431,900	SR2S	431,900	SR2S	-				
			855,000	CMAQ	300,000	CMAQ	-				
	TOTAL CIP - STREET CONSTRUCTION/MAINT.		3,712,120		1,644,370		1,092,750		-	-	-

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

CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

CAPITAL IMPROVEMENT PROGRAM
PROJECT DETAIL

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

			FISCAL YEAR 2014 - 2015				FISCAL YEAR 2015 - 2016		FISCAL YEAR 2016 - 2017	
No.	Project	Priority	Adopted		Estimated		Reappropriated	Adopted	Reappropriated	Proposed
P14-14	Public Parking Lot ADA Accessibility Improvement Project	(M)	76,060	CDBG	11,880	CDBG	-	-	-	-
P14-15	ADA Accessibility Improvement Temple City Boulevard Project	(M)	135,525	CDBG	135,525	CDBG	-	-	-	-
P15-08	ADA Playground Improvement or ADA Curb Ramps	(M)	200,000	CDBG	-		-	-	-	-
	Recap of Funding Sources		411,585	CDBG	147,405	CDBG				
	TOTAL CIP - SIDEWALK MAINTENANCE		**411,585**		**147,405**		-	-	-	-

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CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

CAPITAL IMPROVEMENT PROGRAM
PROJECT DETAIL

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

			FISCAL YEAR 2014 - 2015				FISCAL YEAR 2015 - 2016				FISCAL YEAR 2016 - 2017	
No.	Project	Priority	Adopted		Estimated		Reappropriated		Adopted		Reappropriated	Proposed
P14-11	Rebuild the Roof for the City Yard Buildings	(D)	14,500	GF	-		14,500	GF	-		-	-
P15-09	Upgrade of EOC Infrastructure	(N)	20,000	GF	20,000	GF	-		-		-	-
	Recap of Fuudiug Sources		34,500	GF	20,000	GF	14,500	GF	-		-	-
	TOTAL CIP - GEN GOV'T BLDGS		34,500		20,000		14,500		-		-	-

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CITY OF TEMPLE CITY
ADOPTED BUDGET
FY 2015-2016

CAPITAL IMPROVEMENT PROGRAM
PROJECT DETAIL

PARKING FACILITIES
ACCT. NO. 60-980-82-4810

			FISCAL YEAR 2014 - 2015				FISCAL YEAR 2015 - 2016				FISCAL YEAR 2016 - 2017	
No.	Project	Priority	Adopted		Estimated		Reappropriated		Adopted		Reappropriated	Proposed
P14-13	Demolition and site preparation for 5800 Temple City Blvd. Parking Lot	(D)	200,000	GF	112,100	GF	87,900	GF-ED	2,100	GF-ED	-	-
	Recap of Funding Sources		200,000	GF	112,100	GF	87,900	GF-ED	2,100	GF-ED	-	-
	TOTAL CIP - PARKING FACILITIES		200,000		112,100		87,900		2,100		-	-

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

CITY OF TEMPLE CITY

ADOPTED BUDGET FY 2015-16

CAPITAL IMPROVEMENT PROJECT RECAP

Project Number	Description	General Fund	GF - ED	Prop C	Gas Tax	HSIP	Park Acquisition	Public Arts	BTA	5th District Excess Funds	Total
P12-04	Citywide Upgrade Traffic Street Signage	200,000									200,000
P13-02	Repaving of Streets per Re-assessment Pavement Management Plan				614,000						614,000
P13-04	Redesign and Construction of Las Tunas Drive Project			84,000							84,000
P13-12	Bicycle Master Plan Implementation - Installation of 12.6 Miles								128,250		128,250
P14-05	Street Sweeping Signage				12,180						12,180
P14-07	Catch Basin Inserts	66,500									66,500
P14-11	Rebuild the Roof for the City Yard Builidngs	14,500									14,500
P14-13	Demolition and Site Preparation for 5800 T.C . Blvd Parking Lot		90,000								90,000
P15-02	Public Art at Live Oak Park							25,000			25,000
P15-06	Upgrade Traffic Signals on Temple City Blvd. between El Camino Real and Ellis Lane and other Safety Improvements	98,100				970,300				-	1,068,400
P15-07	Upgrade Traffic Signals Citywide and install other Safety Improvements	21,600				282,900					304,500
P16-01	Live Oak Park Walking and Jogging Path						80,000			240,000	320,000
	Total	400,700	90,000	84,000	626,180	1,253,200	80,000	25,000	128,250	240,000	2,927,330

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