

# FISCAL YEAR 2014-15

# CITY BUDGET



TEMPLE  
CITY

**CITY OF TEMPLE CITY**  
9701 Las Tunas Dr.  
Temple City, CA 91780  
(626) 285-2171  
[info@templecity.us](mailto:info@templecity.us)

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

CARL BLUM  
Mayor

TOM CHAVEZ  
Mayor Pro Tem

CYNTHIA STERNQUIST  
Councilmember

FERNANDO VIZCARRA  
Councilmember

VINCENT YU  
Councilmember

DONALD E. PENMAN  
Interim City Manager

TRACEY L. HAUSE  
Administrative Services Director  
City Treasurer

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ADOPTED BUDGET  
FY 2014-2016  
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**CITY OF TEMPLE CITY**

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CITY OF TEMPLE CITY  
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FY 2014 - 2016

# BUDGET MESSAGE

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# FISCAL YEAR 2014-15

# CITY BUDGET IN BRIEF



**TEMPLE  
CITY**



**CITY OF TEMPLE CITY**  
9701 Las Tunas Dr.  
Temple City, CA 91780  
(626) 285-2171  
[info@templecity.us](mailto:info@templecity.us)

# FY 2014-15 BUDGET OVERVIEW

## EFFECTIVE

July 1, 2014 - June 30, 2015

## CITY BUDGET

\$20,592,925

## HIGHLIGHTS & TRENDS

General Fund operating budget is balanced and includes a surplus.

Overall revenues are less due to reduced grant funding from completion of the Rosemead Boulevard streetscape project.

Local revenues remain steady at last year's levels while property tax revenues are estimated to increase by 4.4 percent.

New Strategic Plan to help identify key projects and community objectives for upcoming years.

## KEY INITIATIVES

Continued zero-based budgeting to maximize operational efficiency.

Utilized priority-based budgeting to internally evaluate resource alignment for current service levels.

Engage with the public to ensure that resource allocation for programs and services match community interests and needs.

Support increasing property values by continuing to focus on infrastructure maintenance and neighborhood services—e.g., public safety, street sweeping, community preservation.

June 30, 2014

Dear Community Members:

Welcome to the Budget-in-Brief outlining the proposed Fiscal Year (FY) 2014-15 City Budget. The following report provides a concise overview of the City's financial position and forecast for the upcoming year—including anticipated revenues, expenditures and economic trends.

Also featured is an introduction to priority-based budgeting (PBB), a new practice the City adopted last year in an attempt to increase the efficiency of government spending. Having recently completed the public engagement process for the Temple City Strategic Plan, we are now using the PBB approach to help ensure that resources are allocated in a way that reflects and responds to community objectives and needs.

## ECONOMIC CONDITION

In comparison to other Southern California municipalities, Temple City weathered the recent economic downturn fairly well, having experienced one of L.A. County's highest growth rates in property values. Meanwhile, however, because local sales tax revenues have flat-lined in the last several years, the City has taken steps to ensure that available resources are spent wisely.

### *Revenues, Reserves and Investments*

Local revenues remain steady at last year's levels, while property tax revenues based on assessed valuation are expected to increase by 4.4 percent. The General Fund Reserve (GFR) also remains in good shape. Over the last

several decades, thanks to a history of fiscal prudence, the City was able to accumulate a significant GFR. While most municipalities typically maintain a reserve level about 5 to 25 percent of its operational budget, Temple City currently enjoys a reserve level of about 138 percent. This year, with a balanced General Fund budget, the City also expects surpluses flowing back into the GFR.

In addition, we have been diligently monitoring the City's approximate \$20 million portfolio, and over the last year—despite the national trend of declining interest rates—were able to increase investment returns from 0.75 to 0.96 percent.

### *Investing in Infrastructure*

In the current economic climate, characterized by low interest rates, assets left sitting in the bank provide very limited yields. Instead, the City has been taking a strategic approach, investing and leveraging dollars to complete high-yield endeavors such as capital improvement projects and infrastructure upgrades.

One example is the recently completed Rosemead Boulevard enhancements, which not only is an infrastructure project featuring modernized facilities like new bike lanes and sidewalks; but is also an economic development project including amenities like public art and landscaping to enhance Temple City's market value and make it a more desirable place for shoppers to spend and property owners to invest. While a costly endeavor, the \$20.7 million project leveraged funds and utilized various grant resources to ultimately help secure long-term health for our community by elevating the local quality of life and promoting economic vitality.

As local home prices continue to see significant increase, the City recognizes the importance of protecting property values by investing in quality neighborhood services. This year, the City will spend about \$200,000 to increase its street sweeping program from biweekly to weekly, and is also expected to appropriate about \$1.2 million to kick off a citywide



## **PRIORITY BASED BUDGETING**

In most municipalities including Temple City, the line item budget has historically been the prevailing accounting mechanism for its simplicity. However, with Temple City in the process of adopting a Strategic Plan and looking to address evolving community needs, the priority-based budget (PBB) is becoming the more preferred alternative. In contrast to the traditional approach that was focused on replenishing existing line items, PBB allocates resources based on evolving needs. In addition to being more responsive to priorities changing over time, the PBB also recognizes the interdepartmental nature of many programs, and allocates funds based on activity rather than by individual departments.

## **GENERAL FUND RESERVE**

The City uses multiple resources to fund programs and activities including state and federal transportation revenues, grant monies, etc. The chief operating fund for general services is the General Fund, comprised primarily of local tax revenues, license and permit fees, charges for services, and interest on investments. When the City experiences revenue surpluses or unspent allocations in any given year, those "surplus" funds are set aside in the General Fund Reserve (GFR). To safeguard GFR assets, the City Council in 2012 adopted a policy ordinance, setting minimum reserve levels and standards for allocation.

pavement management plan (PMP). In addition to repairing streets and performing preventative maintenance over the next six to eight years, the PMP also sets a schedule for regular maintenance. Other key projects include grant-funded traffic improvements for traffic signal upgrades and other safety enhancements along Temple City Boulevard.

### Engaging with Citizens

In addition to instituting internal best practices, the City has also reached out and worked with residents to make sure that available resources are being spent effectively and productively on programs that matter to the community. Over

the last year, the City has conducted an extensive community engagement effort to develop the Strategic Plan.

Under the moniker "Make TC Happen," the City led a community visioning process, asking residents to identify major objectives for Temple City over the next 20 years, and how those objectives might be achieved. As part of the Strategic Plan implementation, the City has adopted priority based budgeting to ensure that resources would be allocated to fund programs identified in the strategic planning process.

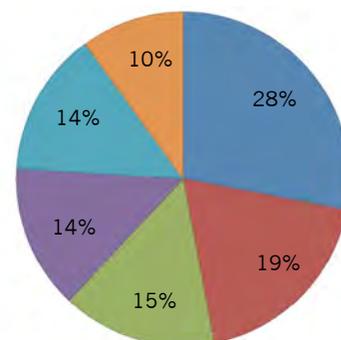
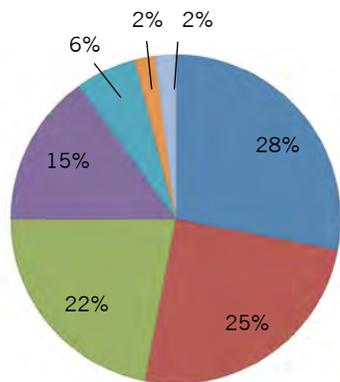
# REVENUES & EXPENDITURES

In general, the City's revenues consist of various sources—both local and external such as special funds and grant awards, like state gas tax monies and federal transportation earmarks.

Perhaps the most important revenue source however is the **General Fund (GF)**, comprising locally generated revenues such as property and sales taxes, as well as user fees like licensing and permit charges. Unlike outside resources that are often limited in purpose (e.g., State Gas Tax can only be used for street-related programs), the City has more control in deciding how to allocate GF monies. It is also the main source funding most basic City services and operations.

**TOTAL REVENUES \$18,206,785**  
**GENERAL FUND \$11,961,300**  
**SPECIAL FUND \$ 6,189,485**  
**OTHER \$ 56,000**

**TOTAL EXPENDITURE \$20,592,925\***  
**GENERAL FUND \$11,928,835**  
**SPECIAL FUND \$ 1,936,525**  
**RESERVES & GRANTS \$ 6,727,565**



- INTERGOVERNMENTAL - 28%
- FINES, FEES, CHARGES - 25%
- PROPERTY TAXES - 22%
- SALES TAXES - 15%
- OTHER TAXES - 6%
- OTHER SOURCES - 2%
- INVESTMENTS - 2%

- PUBLIC SAFETY - 28%
- COMMUNITY DEVELOPMENT - 19%
- PARKS AND RECREATION - 15%
- MANAGEMENT SERVICES - 14%
- MAINTENANCE - 14%
- ADMINISTRATIVE SERVICES - 10%

\* TOTAL EXPENDITURE includes grants, which are typically reimbursed after completion of a funded project, and not accounted under TOTAL REVENUES.

# A NEW COMPASS: THE STRATEGIC PLAN

To promote public participation in government, the City conducted an extensive outreach effort during its Strategic Plan process, identifying community priorities for the next 20 years, to be used for informing program evaluation and resource allocation:

## CITIZEN EDUCATION & COMMUNICATION

Integrate best practices and multimedia tools into daily government operations to promote government transparency, and support the development of an informed, involved, inclusive and engaged community.

## ECONOMIC DEVELOPMENT

Foster a prosperous local economy by encouraging a diverse business mix and investing in neighborhoods. Maintain a safe, appealing, accessible environment for businesses, residents and patrons alike.

## PUBLIC HEALTH & SAFETY

Develop proactive strategies for crime prevention and emergency preparedness. Provide law enforcement protection and encourage community involvement in public safety. Plan and maintain infrastructure that supports the community's physical and environmental health and wellbeing.

## QUALITY OF LIFE

Promote arts, cultural, educational and civic opportunities that meet the diverse needs of Temple City's

multicultural, multigenerational community. Instill pride in neighborhoods by encouraging upkeep in residential and commercial areas for safe, clean, healthy and properly regulated environments in which to live and work.

## SUSTAINABLE INFRASTRUCTURE

Focus planning efforts and invest adequate resources to develop a safe, accessible infrastructure network. Encourage "green" initiatives, standards and best practices to advance conservation of natural resources, alternative transportation options and other sustainable features.

## GOOD GOVERNANCE

Institute best practices to promote accountability, efficiency and innovation in all aspects of City Hall governance, including the management of financial, human, physical and technology resources. Apply short-term and long-range analyses to inform vision exercises and planning efforts. Ensure regulatory and policy compliance to minimize and mitigate risk. Provide communications tools to encourage public involvement.





## **FY 2014-15 BUDGET HIGHLIGHTS**

With the City looking to adopt its Strategic Plan in fall, the document will serve as a guide for Temple City's growth, development and decision-making over the next twenty years. In the upcoming fiscal year, residents can already start looking forward to key projects that promote community quality of life.

### ***Pavement Management Program***

To address urgent road repairs and preventative maintenance, this year's budget appropriates \$1.4 million in state gas tax revenues for an aggressive street maintenance and repaving program.

### ***Replacement of City Street Signage***

A \$200,000 outlay from the General Fund Undesignated Reserves will provide for new high-reflective street signage that increases visibility and legibility.

### ***Enhanced Traffic Safety***

A recent \$1.25 million grant from the Highway Safety Improvement Program (HSIP) is helping to pay for new traffic signals and other safety enhancements along Temple City Boulevard.

### ***Increased Street Sweeping Service***

The City is increasing the frequency of street sweeping from every other week to weekly to not only improve neighborhood curb appeal, but also protect storm drains from getting clogged. The increased service will cost an additional \$78,000, for a full program cost of \$200,000, paid by State Gas Tax revenues.

### ***City Hall Staffing Levels***

Balancing city services with cost effectiveness, this year's budget eliminates two-part time positions to generate roughly \$125,000 in savings. These staffing cuts are not expected to impact local service levels. Furthermore, the City's organizational structure and workload will be continually reviewed over the next year for added efficiencies and cost savings.

### ***Employee Provisions***

To avoid larger costs down the line, the City added a \$100,000 contribution from the General Fund Unreserved Balance for future retiree medical liability. A \$112,000 General Fund allocation was also included to cover health insurance for permanent part-time employees.

### ***Rosemead Boulevard Maintenance***

As the City enters its first year with the new Rosemead Boulevard enhancements, up to \$2 million is available for maintenance costs, comprised of assessments from the Lighting and Landscape Fund as well as a portion of the City's state gas tax revenues.

### ***Contract with Los Angeles County Sheriffs***

The City's public safety contract represents the largest expenditure at more than \$3.6 million. Continuing a long-standing partnership, the City is working with L.A. County Sheriffs to reevaluate needs and refine contract provisions toward ensuring a high level of public safety services—which includes the addition of a dedicated patrol unit this year.

### ***Pedestrian and Bicycle Improvements***

Having recently received more than \$900,000 in grants from Safe Routes to School and Caltrans, the City is continuing a project to add pedestrian improvements near nine local school campuses, as well as 12 miles of bicycle improvements.

### ***Public Arts***

Funding of the Arts Program from projected revenues from the Linden Walk residential subdivision will save \$50,000 in General Fund revenues. Staff is continuing to develop strategies for future arts funding—which this year includes a \$150,000 contribution from Linden Walk developers, The Olson Company. Meanwhile, the Arts Annual Plan for the coming year includes completion of Rosemead Boulevard public art installations, and discussions for a rotating mural program at Temple City Library.

### ***Parks and Open Space***

After surveying the community to identify desired new park amenities, energies are now focused on



implementation. A \$35,000 allocation has been made to begin development of specific master plans for existing facilities. Staff will also be pursuing grants and exploring options for integrating highly desired items like walking trails and Wi-Fi in public parks.

### **General Plan Update**

The City is embarking on a two-year process of working with the community to update the General Plan which was last updated in 1987. The General Plan serves as a vision and blueprint for Temple City's future by identifying goals and policies for issues like transportation, land use, downtown development and parks.

### **STAY ENGAGED**

As always, the City remains committed to securing long-term fiscal health, in order to ensure a continued ability to provide quality public services to the community.

Moving forward, the City looks to build on recent progress and continue working with the public to identify community objectives and needs. Following the recent Strategic Plan, the upcoming General Plan Update will provide additional opportunities for community stakeholders to express their goals and visions for Temple City. Input will be invaluable for informing future spending decisions, and promoting responsible and responsive budgeting.

I hope you have found this overview of the FY 2014-15 City Budget informative. As always we greatly appreciate and encourage your ongoing engagement with City Hall.

Sincerely,



Interim City Manager



### **TALK BACK!**

Questions? Comments? Share them with staff at City Hall, or by contacting (626) 285-2171 or [info@templecity.us](mailto:info@templecity.us).

Get involved in the budgeting process by attending annual budget study sessions, typically held in late May or early June.



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CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014 - 2016

# **BUDGET SUMMARY**

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**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

**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 Successor 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 2014-16.

The CAPITAL IMPROVEMENT PROGRAM lists the capital improvement plan for FY 2014-16.

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

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**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

**CITY OFFICIALS**

CITY COUNCIL

CARL BLUM  
Mayor

TOM CHAVEZ  
Mayor Pro Tem

CYNTHIA STERNQUIST  
Councilmember

FERNANDO VIZCARRA  
Councilmember

VINCENT YU  
Councilmember

MANAGEMENT TEAM

DONALD E PENMAN  
Interim 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

ROBERT SAHAGUN  
Public Safety &  
Services Manager

BRYAN ARIIZUMI  
Public Safety  
Supervisor

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016

COMMISSIONS

PLANNING COMMISSION

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

PARKS AND RECREATION COMMISSION

Donna Gerogino	Chairman
Kristel Haddad	Vice-Chairman
Nanette Fish	Commissioner
Robert Lopez	Commissioner
Joanne Rosso	Commissioner

TRANSPORTATION & PUBLIC SAFETY COMMISSION

Nick Stratis	Chairman
Danny Redmond	Vice-Chairman
Jim Clift	Commissioner
Serge Haddad	Commissioner
Ousama Nimri	Commissioner

PUBLIC ARTS COMISSION

Hillary Larsen	Chairman
David Ho	Vice-Chairman
Robert Hepler	Commissioner
Katherine Keelin	Commissioner
Angie Kim	Commissioner
Maryann Rachford	Commissioner
Jianxin Zhao	Commissioner

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

**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**

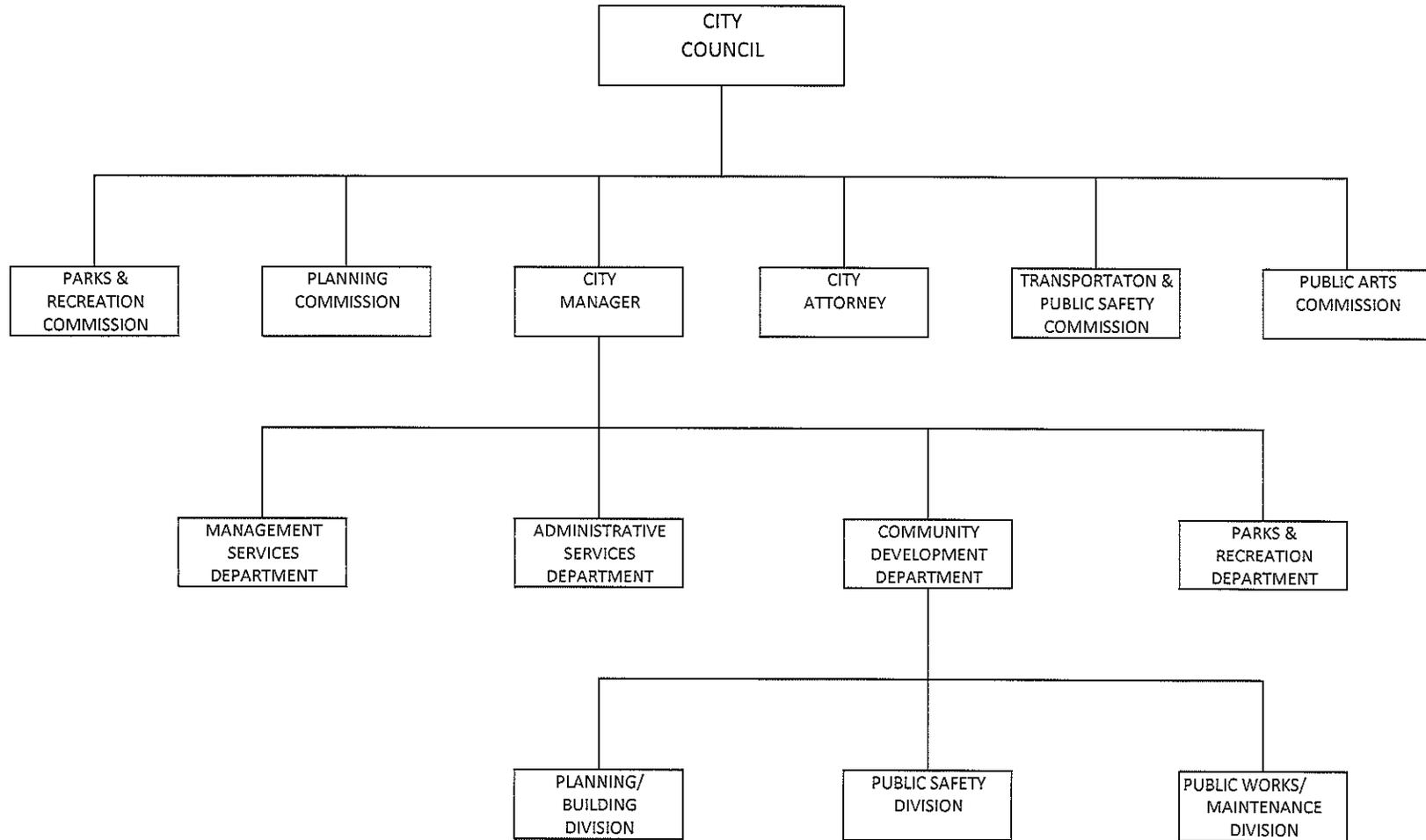
- Administration & Engineering
- Street Cleaning
- Traffic Signal Maintenance
- Traffic Signs & Striping Maintenance
- Street Maintenance
- Sidewalk Maintenance
- Solid Waste Management
- Street Lighting

**Maintenance Division**

- General Government Buildings
- Parking Facilities
- Graffiti Abatement

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016

ORGANIZATION CHART



**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

FULL TIME  
POSITION SCHEDULE  
BY PROGRAM

PROG NO.	PROGRAM STAFFING	FY 2013-14 POSITION	FY 2014-15 POSITION	FY 2015-16 POSITION
<b><u>MANAGEMENT SERVICES DEPARTMENT</u></b>				
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
<b><u>ADMINISTRATIVE SERVICES DEPARTMENT</u></b>				
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
<b><u>PARKS &amp; RECREATION DEPARTMENT</u></b>				
57	RECREATION/HUMAN SERVICES			
	Director of Parks & Recreation	0.40	0.40	0.40
	Administrative Coordinator	0.30	0.30	0.30
	Parks & Recreation Coordinator	2.00	2.00	2.00
	Parks & Recreation Supervisor	0.60	0.60	0.60
		3.30	3.30	3.30
58	PUBLIC TRANSPORTATION			
	Director of Parks & Recreation	0.20	0.20	0.20
	Director of Administrative Services	0.05	0.05	0.05
	Administrative Coordinator	0.35	0.35	0.35
		0.60	0.60	0.60
59	PARKS - MAINTENANCE/FACILITIES			
	Director of Parks & Recreation	0.25	0.25	0.25
	Administrative Coordinator	0.25	0.25	0.25
	Park Maintenance Worker	3.00	3.00	3.00
	Park Maintenance Lead Worker	1.00	1.00	1.00
	Parks & Recreation Supervisor	0.40	0.40	0.40
		4.90	4.90	4.90
83	TREES & PARKWAYS			
	Director of Parks & Recreation	0.15	0.15	0.15
	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	3.25

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

FULL TIME  
POSITION SCHEDULE  
BY PROGRAM

PROG NO.	PROGRAM STAFFING	FY 2013-14 POSITION	FY 2014-15 POSITION	FY 2015-16 POSITION
<b><u>COMMUNITY DEVELOPMENT DEPARTMENT</u></b>				
53	PLANNING			
	Community Development Director	0.25	0.25	0.25
	Secretary	0.40	0.40	0.40
	Associate Planner	2.00	2.00	2.00
	Planning Manager	0.60	0.50	0.50
	Office Assistant	0.20	0.20	0.20
		3.45	3.35	3.35
54	BUILDING			
	Community Development Director	0.20	0.20	0.20
	Secretary	0.60	0.60	0.60
	Building Inspector	0.80	0.80	0.80
	Building/Housing Assistant	0.85	0.85	0.85
	Planning Manager	0.40	0.50	0.50
	Office Assistant	0.20	0.20	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
<b>PUBLIC SAFETY DIVISION</b>				
61	LAW ENFORCEMENT			
	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	0.20
	Management Analyst	0.20	0.20	0.20
		0.70	0.70	0.70
63	ANIMAL CONTROL			
	Office Assistant	0.20	0.20	0.20
	Secretary	0.25	0.25	0.25
	Public Safety & Services Manager	0.10	0.10	0.10
	Management Analyst	0.10	0.10	0.10
		0.65	0.65	0.65
64	EMERGENCY SERVICES			
	Public Safety Supervisor	0.40	0.40	0.40
	Community Development Director	0.10	0.10	0.10
	Public Safety & Services Manager	0.10	0.10	0.10
	Management Analyst	0.10	0.10	0.10
		0.70	0.70	0.70
65	COMMUNITY PRESERVATION			
	Community Development Director	0.10	0.10	0.10
	Public Safety & Services Manager	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
	Management Analyst	0.10	0.10	0.10
		3.30	3.30	3.30
67	PARKING ADMINISTRATION			
	Public Safety Supervisor	0.20	0.20	0.20
	Parking Control Officer	1.00	1.00	1.00
	Office Assistant	0.20	0.20	0.20
	Secretary	0.40	0.40	0.40
	Public Safety & Services Manager	0.20	0.20	0.20
	Management Analyst	0.20	0.20	0.20
		2.20	2.20	2.20

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

FULL TIME  
POSITION SCHEDULE  
BY PROGRAM

PROG NO.	PROGRAM STAFFING	FY 2013-14 POSITION	FY 2014-15 POSITION	FY 2015-16 POSITION
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**COMMUNITY DEVELOPMENT DEPARTMENT**

**PUBLIC WORKS DIVISION**

71	ADMINISTRATION & ENGINEERING			
	Community Development Director	0.20	0.20	0.20
	Office Assistant	0.20	0.20	0.20
	Public Safety Supervisor	0.10	0.10	0.10
	Secretary	0.25	0.25	0.25
	Public Safety & Services Manager	0.10	0.10	0.10
	Management Analyst	0.10	0.10	0.10
		<u>0.95</u>	<u>0.95</u>	<u>0.95</u>
74	TRAFFIC SIGNS & STRIPING			
	Maintenance Lead Worker	0.30	0.30	0.30
	Maintenance Worker	0.40	0.40	0.40
		<u>0.70</u>	<u>0.70</u>	<u>0.70</u>
78	STREET LIGHTING			
	Public Safety Supervisor	0.10	0.10	0.10
	Secretary	0.10	0.10	0.10
	Public Safety & Services Manager	0.10	0.10	0.10
	Management Analyst	0.10	0.10	0.10
		<u>0.40</u>	<u>0.40</u>	<u>0.40</u>

**MAINTENANCE DIVISION**

81	GENERAL GOVERNMENT BUILDINGS			
	Maintenance Lead Worker	0.40	0.40	0.40
	Maintenance Worker	0.30	0.30	0.30
		<u>0.70</u>	<u>0.70</u>	<u>0.70</u>
82	PARKING FACILITIES			
	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	0.10
	Management Analyst	0.10	0.10	0.10
		<u>0.80</u>	<u>0.80</u>	<u>0.80</u>
84	GRAFFITI ABATEMENT			
	Office Assistant			

<b>TOTAL FULL TIME POSITIONS</b>		<u><u>40.00</u></u>	<u><u>40.00</u></u>	<u><u>40.00</u></u>
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**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

FULL TIME  
POSITION SCHEDULE  
BY POSITION

ACCT NO.	POSITION PROGRAM	FY 2013-14 ALLOCATION	FY 2014-15 ALLOCATION	FY 2015-16 ALLOCATION
<b>MANAGEMENT SERVICES DEPARTMENT</b>				
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
<b>ADMINISTRATIVE SERVICES DEPARTMENT</b>				
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
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
4110	PERSONNEL ANALYST			
	46 Support Services	0.50	0.50	0.50
	47 Insurance/Benefits	0.50	0.50	0.50
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
4114	ACCOUNTANT			
	48 Accounting	1.00	1.00	1.00
4115	ACCOUNTING TECHNICIAN			
	48 Accounting	1.00	1.00	1.00
<b>PARKS &amp; RECREATION DEPARTMENT</b>				
4122	DIRECTOR OF PARKS & RECREATION			
	57 Recreation/Human Services	0.40	0.40	0.40
	58 Public Transportation	0.20	0.20	0.20
	59 Parks - Maintenance/Facilities	0.25	0.25	0.25
	83 Trees & Parkways	0.15	0.15	0.15
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
4123	PARKS & RECREATION SUPERVISOR			
	57 Recreation/Human Services	0.60	0.60	0.60
	59 Parks - Maintenance/Facilities	0.40	0.40	0.40
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

FULL TIME  
POSITION SCHEDULE  
BY POSITION

ACCT NO.	POSITION PROGRAM	FY 2013-14 ALLOCATION	FY 2014-15 ALLOCATION	FY 2015-16 ALLOCATION
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**PARKS & RECREATION DEPARTMENT**

4124	ADMINISTRATIVE 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
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
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
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
4118	PLANNING MANAGER			
	53 Planning	0.60	0.50	0.50
	54 Building	0.40	0.50	0.50
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

FULL TIME  
POSITION SCHEDULE  
BY POSITION

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

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

FULL TIME  
POSITION SCHEDULE  
BY POSITION

ACCT NO.	POSITION PROGRAM	FY 2013-14 ALLOCATION	FY 2014-15 ALLOCATION	FY 2015-16 ALLOCATION
<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>				
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			
	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
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
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
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
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
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
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
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
<b>TOTAL FULL TIME POSITIONS</b>		<u><b>40.00</b></u>	<u><b>40.00</b></u>	<u><b>40.00</b></u>

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

PART TIME  
POSITION SCHEDULE  
BY PROGRAM

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

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

**FULL TIME  
PERSONNEL COSTS**

PROGRAM	ADOPTED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<b>MANAGEMENT SERVICES DEPARTMENT</b>			
41 City Council	\$44,100	\$43,200	\$43,200
42 City Manager	532,770	425,590	425,590
45 City Clerk	143,725	149,450	149,450
<b>ADMINISTRATIVE SERVICES DEPARTMENT</b>			
46 Support Services	57,325	71,535	71,535
47 Insurance/Benefits	57,325	71,535	71,535
48 Accounting	170,685	192,305	192,305
<b>PARKS &amp; RECREATION DEPARTMENT</b>			
57 Recreation/Human Resources	253,750	231,815	231,815
58 Public Transportation	59,130	59,245	59,245
59 Parks-Maintenance/Facilities	275,510	277,990	277,990
83 Trees & Parkways	195,380	194,580	194,580
<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>			
<b>PLANNING DIVISION</b>			
53 Planning	283,485	277,410	277,410
54 Building	230,470	242,535	242,535
55 Housing	30,885	30,365	30,365
<b>PUBLIC SAFETY DIVISION</b>			
61 Law Enforcement	61,035	64,035	64,035
63 Animal Control	38,455	39,380	39,380
64 Emergency Services	64,585	66,145	66,145
65 Community Preservation	226,415	220,895	220,895
67 Parking Administration	143,235	145,260	145,260
<b>PUBLIC WORKS DIVISION</b>			
71 Administration & Engineering	74,335	75,500	75,500
74 Traffic Signs & Striping Maintenance	37,475	37,485	37,485
78 Street Lighting	29,865	31,065	31,065
<b>MAINTENANCE DIVISION</b>			
81 General Government Buildings	39,095	39,100	39,100
82 Parking Facilities	47,520	48,965	48,965
<b>TOTAL FULL TIME PERSONNEL COSTS</b>	<b>\$3,096,555</b>	<b>\$3,035,385</b>	<b>\$3,035,385</b>

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

**PART TIME  
PERSONNEL COSTS**

PROGRAM	ADOPTED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<b>MANAGEMENT SERVICES DEPARTMENT</b>			
42 City Manager	\$53,315	\$67,645	\$67,645
45 Council Support	5,125	5,200	5,200
<b>ADMINISTRATIVE SERVICES DEPARTMENT</b>			
48 Accounting	57,550	79,340	79,340
<b>PARKS &amp; RECREATION DEPARTMENT</b>			
57 Recreation/Human Resources	389,110	386,650	386,750
59 Parks-Maintenance/Facilities	169,780	191,240	193,670
83 Trees & Parkways	14,450	28,000	29,120
<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>			
<b>PLANNING DIVISION</b>			
53 Planning	82,025	54,370	54,370
54 Building	2,000	35,880	35,880
<b>PUBLIC SAFETY DIVISION</b>			
61 Law Enforcement	71,400	57,510	57,510
65 Community Preservation	52,000	0	0
67 Parking Administration	99,690	110,075	117,540
<b>PUBLIC WORKS DIVISION</b>			
71 Administration & Engineering	38,450	0	0
82 Parking Facilities	45,000	69,740	69,740
<b>TOTAL PART TIME PERSONNEL COSTS</b>	<b>\$1,079,895</b>	<b>\$1,085,650</b>	<b>\$1,096,765</b>

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016

# FUND SECTION

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**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

**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 2014-2016**

**FUNDING SOURCE ABBREVIATIONS**

<u>Fund No.</u>	<u>Funding Source</u>	<u>Abbreviation</u>
01	General Fund Reserved Received from CalTrans Economic Development	GF GF RESVD GF-CT 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
42	1996 Park Bond	96PB
43	State Recycling / Litter Funds	ST REC
46	Park Acquisition	PA
47	Lighting/Landscape District	L/LD
48	Safe, Accountable, Flexible, Efficient Transportation	SAFE LU
51	Public Arts Fund	PAF
-	Environment Protection Agency	EPA
-	Beverage Container Recyclable	BCR
-	Safe Routes To School	SR2S
-	Bicycle Transportation Account	BTA
-	Congestion Mitigation and Air Quality	CMAQ

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016  
STATEMENT OF ESTIMATED FUND BALANCES  
AS OF JUNE 30, 2013 AND JUNE 30, 2014

	FUND BALANCE July 1, 2013	ESTIMATED REVENUES FY 13-14	TRANSFERS IN	ESTIMATED EXPENDITURES FY 13-14	ESTIMATED EQUIP/VEH REP FY 13-14	ESTIMATED CAPITAL IMPROVEMENT PROJECT	TRANSFERS OUT	EST. FUND BALANCE June 30, 2014
<b>GENERAL FUND</b>								
Committed	3,500,000							3,500,000
Assigned	16,150,000			772,000			2,608,420 CIP	12,769,580
Unassigned	1,367,474	12,484,710	13,295	11,442,635	201,670		635,170 CIP	1,586,004
Nondisposable	12,795						12,795	-
<b>TOTAL DESIGNATED GENERAL FUND</b>	<b>21,030,269</b>	<b>12,484,710</b>	<b>13,295</b>	<b>12,214,635</b>	<b>201,670</b>		<b>3,256,385</b>	<b>17,855,584</b>
<b>RESERVED</b>								
City Loan (Calabee's)	335,418						- GF DESG	335,418
City Loan (Chamber)	4,600						500 GF DESG	4,100
City Loans (Homeowners)	56,775							56,775
<b>TOTAL GENERAL FUND</b>	<b>21,427,062</b>	<b>12,484,710</b>	<b>13,295</b>	<b>12,214,635</b>	<b>201,670</b>		<b>3,256,885</b>	<b>18,251,877</b>
<b>SPECIAL REVENUE FUND</b>								
Traffic Safety	7,862	50,000		40,000				17,862
High Tech Grant (CLEEP)	8,784							8,784
State COPS Grant (Brulte)	1,083	100,200		100,000				1,283
Proposition A	2,152,263	735,000		673,100			1,500,000 CIP	714,163
Proposition C	36,875	503,000					80,000 CIP	459,875
Used Oil	9,834	15,000		6,190				18,644
State Office of the Traffic Safety Grant	-	-						-
Gas Tax (2105,2106,2107,2107.5)	944,777	1,102,000		520,395	17,080		349,900 CIP/LLD	1,159,402
Asset Seizures	729							729
Prop 1B	-	10,000					10,000 CIP	-
CDBG	-	467,360		351,860			115,500 CIP	-
Local Transportation SB821	(151)	22,010						21,859
Air Quality Improvement	70,875	40,150						111,025
Measure R	942,226	376,500					794,230 CIP	524,496
Parking Concession Fund	10,000	-						10,000
Affordable Housing Fund	-	157,000						157,000
Sewer Reconstruction	709,724	134,000					400,000 CIP	443,724
EECBG	-	-						-
Congestion Management	25,998	2,000						27,998
Highway Safety Improvement Program	-	340,000					340,000 CIP	-
Surface Transp. Program - Local	-	1,007,815					1,007,815 CIP	-
1992/96 Park Bond	-	40,000		40,000				-
State Recycling/Litter	20	7,500			7,500			20
Disaster Fund	-	-						-
TC Tree Restoration	2,909	-						2,909
Park Acquisition	47,196	185,000						232,196
Lighting/Landscape District								
Assessment Fees	(1,382,293)	315,000	124,900 GT	421,145	45,930			(1,409,468)
Ad Valorem Tax	3,683,851	806,000		477,770			2,000,000 CIP	2,012,081
Public Arts Fund	-	150,000						150,000
RAC, STPL, SAFE LU, EPA, SR2S, BTA, CMAQ*	-	4,419,055					4,419,055 CIP	-
<b>TOTAL SPECIAL REVENUE</b>	<b>7,272,562</b>	<b>10,984,590</b>	<b>124,900</b>	<b>2,630,460</b>	<b>70,510</b>		<b>11,016,500</b>	<b>4,664,582</b>
<b>CAPITAL IMPROVEMENT FUND</b>	<b>-</b>	<b>-</b>	<b>14,135,190</b>	<b>-</b>	<b>-</b>		<b>14,135,190</b>	<b>-</b>
<b>TRUST FUND</b>	<b>175,827</b>	<b>-</b>	<b>-</b>	<b>5,000</b>	<b>-</b>		<b>-</b>	<b>170,827</b>
<b>INTERNAL SERVICE FUND</b>								
Other Post Employment Benefits	997,389	-						997,389
Self Insurance Fund	549,931	50,000		250,000				349,931
<b>TOTAL ALL FUNDS</b>	<b>30,422,771</b>	<b>23,519,300</b>	<b>14,273,385</b>	<b>15,100,095</b>	<b>272,180</b>		<b>14,135,190</b>	<b>14,273,385</b>

\* CIP Projects to be reimbursed by: (Rubberized Asphalt Concrete Grant \$110,250) (Safe, Account, Flexible, Efficient Transportation Equity Act: A Legacy of Users \$719,920) (Environment Protection Agency \$194,000) (Safe Routes To School \$431,900) (Bicycle Transportation Account \$713,000) and (Congestion Mitigation and Air Quality \$2,249,985)

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016  
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
<b>GENERAL FUND</b>								
Committed	3,500,000							3,500,000
Assigned	12,769,580			1,196,000				11,573,580
Unassigned	1,586,004	11,961,300	500	11,928,835	96,900		840,525 CIP/OPEB	681,544
Nonspendable	-							-
<b>TOTAL DESIGNATED GENERAL FUND</b>	<b>17,855,584</b>	<b>11,961,300</b>	<b>500</b>	<b>13,124,835</b>	<b>96,900</b>		<b>840,525</b>	<b>15,755,124</b>
<b>RESERVED</b>								
City Loan (Calabee's)	335,418						- GF DESG	335,418
City Loan (Chamber)	4,100						500 GF DESG	3,600
City Loans (Homeowners)	56,775							56,775
<b>TOTAL GENERAL FUND</b>	<b>18,251,877</b>	<b>11,961,300</b>	<b>500</b>	<b>13,124,835</b>	<b>96,900</b>		<b>841,025</b>	<b>16,150,917</b>
<b>SPECIAL REVENUE FUND</b>								
Traffic Safety	17,862	50,000		40,000				27,862
High Tech Grant (CLEEP)	8,784							8,784
State COPS Grant (Brulte)	1,283	100,100		100,000				1,383
Proposition A	714,163	745,000		738,945				720,218
Proposition C	459,875	513,000					175,000 CIP	797,875
Used Oil	18,644	15,000		6,190				27,454
State Office of the Traffic Safety Grant	-	10,000		10,000				-
Gas Tax (2105,2106,2107,2107.5)	1,159,402	1,073,000		523,805	45,000		1,658,860 CIP/LLD	4,737
Asset Seizures	729							729
Prop 1B	-	1,000						1,000
CDBG	-	506,400		306,400			200,000 CIP	-
Local Transportation SB821	21,859	22,010						43,869
Air Quality Improvement	111,025	40,150						151,175
Measure R	524,496	391,500						915,996
Parking Concession Fund	10,000	-						10,000
Affordable Housing Fund	157,000	-						157,000
Sewer Reconstruction	443,724	60,000		10,000			10,000 CIP	483,724
EECBG	-							-
Congestion Management	27,998	1,000						28,998
Highway Safety Improvement Program	-	1,253,200					1,253,200 CIP	-
Surface Transp. Program - Local	-	-						-
1992/96 Park Bond	-	40,000		40,000				-
State Recycling/Litter	20	9,700						9,720
Disaster Fund	-							-
TC Tree Restoration	2,909	-						2,909
Park Acquisition	232,196	17,000						249,196
Lighting/Landscape District								
Assessment Fees	(1,409,468)	330,000	123,860 GT	587,020				(1,542,628)
Ad Valorem Tax	2,012,081	806,000		534,680				2,283,401
Public Arts Fund	150,000			30,000			25,000 CIP	95,000
Bicycle Transportation Account (BTA)	-	205,425					205,425 CIP	-
<b>TOTAL SPECIAL REVENUE</b>	<b>4,664,582</b>	<b>6,189,485</b>	<b>123,860</b>	<b>2,927,040</b>	<b>45,000</b>		<b>3,527,485</b>	<b>4,478,402</b>
<b>CAPITAL IMPROVEMENT FUND</b>	<b>-</b>	<b>-</b>	<b>4,144,150</b>	<b>-</b>	<b>-</b>	<b>724,250</b>	<b>3,419,900</b>	<b>-</b>
<b>TRUST FUND</b>	<b>170,827</b>	<b>1,000</b>	<b>-</b>	<b>5,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>166,827</b>
<b>INTERNAL SERVICE FUND</b>								
Other Post Employment Benefits	997,389	-	100,000					1,097,389
Self Insurance Fund	349,931	55,000		250,000				154,931
<b>TOTAL ALL FUNDS</b>	<b>24,434,606</b>	<b>18,206,785</b>	<b>4,368,510</b>	<b>16,306,875</b>	<b>141,900</b>	<b>724,250</b>	<b>3,419,900</b>	<b>4,368,510</b>

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

	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
<b>GENERAL FUND</b>								
Committed	3,500,000							3,500,000
Assigned	11,573,580							11,573,580
Unassigned	681,544	12,141,300	500	11,988,880	35,400		225,000 CIP	574,064
Nonspendable	-							-
<b>TOTAL DESIGNATED GENERAL FUND</b>	<b>15,755,124</b>	<b>12,141,300</b>	<b>500</b>	<b>11,988,880</b>	<b>35,400</b>		<b>225,000</b>	<b>15,647,644</b>
<b>RESERVED</b>								
City Loan (Calabee's)	335,418						- GF DESG	335,418
City Loan (Chamber)	3,600						500 GF DESG	3,100
City Loans (Homeowners)	56,775							56,775
<b>TOTAL GENERAL FUND</b>	<b>16,150,917</b>	<b>12,141,300</b>	<b>500</b>	<b>11,988,880</b>	<b>35,400</b>		<b>225,500</b>	<b>16,042,937</b>
<b>SPECIAL REVENUE FUND</b>								
Traffic Safety	27,862	50,000		40,000				37,862
High Tech Grant (CLEEP)	8,784							8,784
State COPS Grant (Brulte)	1,383	100,100		100,000				1,483
Proposition A	720,218	649,000		742,395				626,823
Proposition C	797,875	523,000						1,320,875
Used Oil	27,454	15,000		6,190				36,264
State Office of the Traffic Safety Grant	-	-		-				-
Gas Tax (2105,2106,2107,2107.5)	4,737	1,098,000		523,805			578,860 CIP/LLD	72
Asset Seizures	729							729
Prop 1B	1,000	1,000						2,000
CDBG	-	170,000		157,650				12,350
Local Transportation SB821	43,869	22,010						65,879
Air Quality Improvement	151,175	40,150						191,325
Measure R	915,996	401,500						1,317,496
Parking Concession Fund	10,000	-						10,000
Affordable Housing Fund	157,000	-						157,000
Sewer Reconstruction	483,724	60,000		10,000				533,724
EECBG	-							-
Congestion Management	28,998	1,000						29,998
Highway Safety Improvement Program	-	-						-
Surface Transp. Program - Local	-	-						-
1992/96 Park Bond	-	40,000		40,000				-
State Recycling/Litter	9,720	9,700						19,420
Disaster Fund	-							-
TC Tree Restoration	2,909	-						2,909
Park Acquisition	249,196	17,000						266,196
Lighting/Landscape District								
Assessment Fees	(1,542,628)	400,000	123,860 GT	589,640				(1,608,408)
Ad Valorem Tax	2,283,401	826,000		534,680				2,574,721
Public Arts Fund	95,000	-						95,000
<b>TOTAL SPECIAL REVENUE</b>	<b>4,478,402</b>	<b>4,423,460</b>	<b>123,860</b>	<b>2,744,360</b>	<b>-</b>	<b>-</b>	<b>578,860</b>	<b>5,702,502</b>
<b>CAPITAL IMPROVEMENT FUND</b>	<b>-</b>	<b>-</b>	<b>680,000</b>	<b>-</b>	<b>-</b>	<b>680,000</b>	<b>-</b>	<b>-</b>
<b>TRUST FUND</b>	<b>166,827</b>	<b>-</b>	<b>-</b>	<b>5,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>161,827</b>
<b>INTERNAL SERVICE FUND</b>								
Other Post Employment Benefits	1,097,389	-						1,097,389
Self Insurance Fund	154,931	50,000		145,000				59,931
<b>TOTAL ALL FUNDS</b>	<b>22,048,466</b>	<b>16,614,760</b>	<b>804,360</b>	<b>14,883,240</b>	<b>35,400</b>	<b>-</b>	<b>680,000</b>	<b>23,064,586</b>

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016

**General Fund Balances  
Reserved and Unreserved at 6-30-15**

	Appropriations	Expended	Proposed Uses of Reserve Balances FY	Reserve Balance
<b>Committed</b>				
Emergency/Disasters	\$ 1,000,000			
Liquidity	\$ 2,000,000			
OPEB (FY 2012-13)	\$ 1,000,000	\$ (1,000,000)		
Local Economic Uncertainty	\$ 500,000			
	<u>\$ 4,500,000</u>	<u>\$ (1,000,000)</u>		<u>\$ 3,500,000</u>
<b>Assigned</b>				
Fleet Management				\$ 400,000
Facilities Management	\$ 4,000,000			
P3 Masterplan	\$ (150,000)	\$ -	\$ (150,000)	
Council Chamber Remodel - Accounted for in CIP	\$ (310,000)	\$ (340,000)		
	<u>\$ 3,540,000</u>	<u>\$ (340,000)</u>	<u>\$ (150,000)</u>	<u>\$ 3,510,000</u>
Technology Replacement	\$ 200,000			
Document Imaging	\$ (45,000)	\$ (22,000)	\$ (46,000)	
Automation of personnel processes	\$ (15,000)	\$ (15,000)		
Community Development Permit Software	\$ (110,000)	\$ (110,000)		
	<u>\$ 30,000</u>	<u>\$ (147,000)</u>	<u>\$ (46,000)</u>	<u>\$ 7,000</u>
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)		
Primrose Property	\$ (1,276,175)	\$ (1,268,420)		
General Plan Update (2 Years)	\$ (750,000)	\$ (300,000)	\$ (450,000)	
Las Tunas/Rosemead Specific Plan	\$ (650,000)	\$ (100,000)	\$ (550,000)	
Economic Development Strategy	\$ (25,000)	\$ (25,000)		
Five Year Strategic PI	\$ (40,000)	\$ (40,000)		
	<u>\$ 3,208,825</u>	<u>\$ (2,733,420)</u>	<u>\$ (1,000,000)</u>	<u>\$ 3,216,580</u>
Opportunities for One-Time Expenditures	\$ 4,600,000			
Housing Element	\$ (15,000)	\$ (15,000)		
Sign Code Update	\$ (55,000)	\$ (55,000)		
Complete Neighborhood Initiative	\$ (40,000)	\$ (40,000)		
Historic Preservation Ordinance	\$ (30,000)	\$ -		
Analysis of Waste Management Contract	\$ (50,000)	\$ (50,000)		
Analysis of Public Safety Contract	\$ (50,000)	\$ -		
	<u>\$ 4,360,000</u>	<u>\$ (160,000)</u>		<u>\$ 4,440,000</u>
		<u>\$ (3,380,420)</u>	<u>\$ (1,196,000)</u>	<u>\$ 15,073,580</u>
<b>Unreserved</b>				
Internal Reserves (City Loans)				\$ 681,544
				<u>\$ 395,793</u>
Total Fund Balance				<u>\$ 16,150,917</u>

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CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014 - 2016

INTERFUND TRANSFER SUMMARY

TRANSFER IN	AMOUNT		TRANSFER OUT	AMOUNT
General Fund	500	GF (Reserved)	General Fund	740,525 CIP
				<u>100,000</u> OPEB
				840,525
Lighting/Landscape District	123,860	Gas Tax	General Fund (Reserved)	500 GF
Capital Improvement Fund	740,525	GF	Proposition C	175,000 CIP
	175,000	Prop C	Gas Tax	123,860 L/LD
	<u>1,535,000</u>	Gas Tax		<u>1,535,000</u> CIP
	200,000	CDBG		1,658,860
	10,000	SR	Community Development Block Grant	200,000 CIP
	25,000	PAF	Sewer Reconstruction	10,000 CIP
	<u>1,253,200</u>	HSIP	Highway Safety Improvement Program	1,253,200 CIP
	205,425	BTA	Public Arts Fund	25,000 CIP
	<u>4,144,150</u>		Bicycle Transportation Account	205,425 CIP
Other Post Employment Benefits	100,000	GF		
<b>TOTAL INTERFUND TRANSFERS</b>	<b><u>4,368,510</u></b>		<b>TOTAL INTERFUND TRANSFERS</b>	<b><u>4,368,510</u></b>

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014 - 2016**

TRANSFER IN	TRANSFER OUT	AMOUNT	DESCRIPTION
General Fund	General Fund (Reserved)	500	Reimbursement to the City for Chamber of Commerce loan
Lighting/Landscape District 47-990-90-9043	Gas Tax 21-990-90-9120	123,860	Trees & Parkways
Capital Improvement Fund 60-990-90-9005	General Fund 01-990-90-9168	200,000	Citywide Upgrade Traffic Street Signage
		22,825	Bicycle Master Plan Implementation - Installation of 12.6 Miles
		66,500	Catch Basin Inserts
		14,500	Rebuild the Roof of the City Yard Buildings
		200,000	Demolition and Site Preparation for 5800 Temple City Blvd. Parking Lot
		22,000	Retrofit Existing Walkway Lights at Live Oak Park with LED Fixed Heads
		20,000	Painting of Metal Poles and Rails at Live Oak Park
		35,000	Live Oak Park and Temple City Park Master Plan Development
		108,100	Upgrade Traffic Signals on Temple City Blvd. and Other Safety Improvements
		31,600	Upgrade Traffic Signals Citywide and Install Other Safety Improvements
		20,000	Upgrade of EOC Infrastructure
		<u>740,525</u>	
60-990-90-9090	Proposition C 16-990-90-9168	175,000	Redesign and Construction of Las Tunas Drive Project
60-990-90-9043	Gas Tax 21-990-90-9168	1,485,000	Repaving of Streets per Re-assessment Pavement Management Plan
		50,000	Citywide Street Striping (Slurry Seal Program)
		<u>1,535,000</u>	
60-990-90-9015	CDBG 27-990-90-9168	200,000	ADA Playground Improvement or ADA Curb Ramps

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014 - 2016

TRANSFER IN	TRANSFER OUT	AMOUNT	DESCRIPTION
Capital Improvement Fund			
60-990-90-9080	Sewer Reconstruction 33-990-90-9168	10,000	Citywide Sewer Master Plan Update
60-990-90-90XX	Public Arts Fund 51-990-90-9168	25,000	Public Arts at Live Oak Park
60-990-90-9093	Highway Safety Impr. Program 36-990-90-9168	970,300	Upgrade Traffic Signals on Temple City Blvd. and Other Safety Improvements
		<u>282,900</u>	Upgrade Traffic Signals Citywide and Install Other Safety Improvements
		1,253,200	
	Bicycle Transportation Account	205,425	Bicycle Master Plan Implementation - Installation of 12.6 Miles
Other Post Employment Benefits	General Fund	100,000	OPEB Investment
<b>TOTAL INTERFUND TRANSFERS</b>		<u><u>4,368,510</u></u>	

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

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CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014 - 2016

# REVENUE SECTION

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**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

**ESTIMATED REVENUE FUNDS - BY SOURCE**

	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16	Budget % Change
<b>GENERAL FUND</b>						
<b>TAXES</b>						
Real Estate Transfer Tax 01-810-32-3201	158,962	170,000	170,000	170,000	170,000	0.0%
Sales and Use Tax 01-810-32-3205	1,292,282	1,323,000	1,323,000	1,330,000	1,350,000	0.5%
In Lieu Sales Tax 01-810-32-3206	418,846	415,000	415,000	415,000	415,000	0.0%
Franchise Fees 01-810-32-3207	550,527	560,000	560,000	560,000	560,000	0.0%
Transient Occupancy Tax 01-810-32-3209	28,898	35,000	35,000	35,000	35,000	0.0%
Property Tax Allocation 01-810-32-3211	2,474,979	2,585,000	2,585,000	2,700,000	2,800,000	4.4%
	<u>4,924,494</u>	<u>5,088,000</u>	<u>5,088,000</u>	<u>5,210,000</u>	<u>5,330,000</u>	<u>2.4%</u>
<b>LICENSES AND PERMITS</b>						
Business License Fees 01-820-33-3301	199,751	220,000	220,000	220,000	220,000	0.0%
Building Permit Fees 01-820-33-3303	835,634	560,000	560,000	300,000	300,000	-46.4%
Parking Permit Fees 01-820-33-3305	58,708	55,000	55,000	75,000	75,000	36.4%
Encroachment Permits 01-820-33-3306	-	120,000	120,000	120,000	120,000	0.0%
Animal License Fees 01-820-33-3307	60,482	90,000	90,000	90,000	90,000	0.0%
Vehicle Impound Fees 01-820-33-3309	19,827	20,000	20,000	20,000	20,000	0.0%
Temp Parking Permit Fees 01-820-33-3311	114,566	138,000	138,000	140,000	140,000	1.4%
Code Enforcement Fees 01-820-33-3313	46,753	50,000	50,000	50,000	50,000	0.0%
	<u>1,335,721</u>	<u>1,253,000</u>	<u>1,253,000</u>	<u>1,015,000</u>	<u>1,015,000</u>	<u>-19.0%</u>
<b>INTERGOVERNMENTAL</b>						
In Lieu Tax 01-830-34-3401	18,399	15,250	15,250	-	-	0.0%
Intergovernmental 01-830-34-3428	1,398	9,860	9,860	-	-	0.0%
In Lieu VLF 01-830-34-3430	3,290,383	3,300,000	3,300,000	3,350,000	3,400,000	1.5%
	<u>3,310,180</u>	<u>3,325,110</u>	<u>3,325,110</u>	<u>3,350,000</u>	<u>3,400,000</u>	<u>0.7%</u>
<b>CHARGES FOR SERVICES</b>						
Shared Maintenance Charges 01-840-35-3501	3,810	4,000	4,000	4,000	4,000	0.0%
Zoning Fees 01-840-35-3503	160,745	240,000	240,000	200,000	200,000	-16.7%
Recreation Fees 01-840-35-3505	567,649	600,000	600,000	600,000	600,000	0.0%
Plan Check Fees 01-840-35-3508	153,886	660,000	660,000	400,000	400,000	-39.4%
Facility Rental Fees 01-840-35-3510	71,347	65,300	65,300	65,000	65,000	-0.5%
	<u>957,437</u>	<u>1,569,300</u>	<u>1,569,300</u>	<u>1,269,000</u>	<u>1,269,000</u>	<u>-19.1%</u>
<b>FINES, FORFEITURES AND PENALTIES</b>						
Court Fines 01-850-36-3601	521,440	615,000	615,000	700,000	710,000	13.8%

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

**ESTIMATED REVENUE FUNDS - BY SOURCE**

	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16	Budget % Change
<b>USE OF MONEY</b>						
Interest-LAIF 01-860-37-3701	13,839	25,000	50,000	50,000	50,000	100.0%
Interest- Securities 01-860-37-3702	(111,800)	-	50,000	50,000	50,000	0.0%
Interest - Others 01-860-37-3703	18,691	20,000	50,000	50,000	50,000	150.0%
Interest- CD 01-860-37-3704	211,835	170,000	65,000	50,000	50,000	-70.6%
	<u>132,565</u>	<u>215,000</u>	<u>215,000</u>	<u>200,000</u>	<u>200,000</u>	<u>-7.0%</u>
<b>OTHER</b>						
AB939 Reimbursement 01-870-38-3807	7,579	15,000	15,000	15,000	15,000	0.0%
Recyclable Revenue 01-870-38-3809	28,727	30,000	30,000	30,000	30,000	0.0%
Rental Income 01-870-38-3811	53,369	50,000	50,000	65,000	65,000	30.0%
Other Reimbursement 01-870-38-3815	141,858	287,000	287,000	90,000	90,000	-68.6%
Donations 01-870-38-3816	-	10,000	10,000	10,000	10,000	0.0%
Sundry 01-870-38-3817	2,721	21,000	21,000	1,000	1,000	-95.2%
CRA Admin Reimb 01-870-38-3818	137	-	-	-	-	0.0%
L/LD Admin Reimb 01-870-38-3819	10,132	6,300	6,300	6,300	6,300	0.0%
Loan Repayment 01-870-38-3823	78,493	-	-	-	-	0.0%
	<u>323,016</u>	<u>419,300</u>	<u>419,300</u>	<u>217,300</u>	<u>217,300</u>	<u>-48.2%</u>
<b>TOTAL GENERAL FUND REVENUE</b>	<b><u>11,504,853</u></b>	<b><u>12,484,710</u></b>	<b><u>12,484,710</u></b>	<b><u>11,961,300</u></b>	<b><u>12,141,300</u></b>	<b><u>-4.2%</u></b>
<b><u>SPECIAL REVENUE FUNDS</u></b>						
TRAFFIC SAFETY 11-850-36-3602	47,114	50,000	50,000	50,000	50,000	0.0%
SLESF STATE COPS GRANT (BRULTE) 13-830-34-3402	100,000	100,000	100,000	100,000	100,000	0.0%
INTEREST 13-860-37-3701	137	100	200	100	100	0.0%
	<u>100,137</u>	<u>100,100</u>	<u>100,200</u>	<u>100,100</u>	<u>100,100</u>	<u>0.0%</u>
PROP A TRANSPORTATION 15-830-34-3406	554,620	560,000	600,000	600,000	630,000	7.1%
BUS PASS SALES 15-840-35-3507	139,107	150,000	130,000	140,000	14,000	-6.7%
INTEREST 15-860-37-3701	6,608	8,000	5,000	5,000	5,000	-37.5%
	<u>700,335</u>	<u>718,000</u>	<u>735,000</u>	<u>745,000</u>	<u>649,000</u>	<u>3.8%</u>
PROP C TRANSPORTATION 16-830-34-3407	460,506	442,000	500,000	510,000	520,000	15.4%
INTEREST 16-860-37-3701	12,980	15,000	3,000	3,000	3,000	-80.0%
	<u>473,486</u>	<u>457,000</u>	<u>503,000</u>	<u>513,000</u>	<u>523,000</u>	<u>12.3%</u>

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

**ESTIMATED REVENUE FUNDS - BY SOURCE**

	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16	Budget % Change
USED OIL						
INTERGOVERNMENTAL 17-830-34-3428	10,247	15,000	15,000	15,000	15,000	0.0%
TRAFFIC SAFETY GRANT 19-830-34-3422	-	-	-	10,000	-	0.0%
GAS TAX 2105 21-830-34-3408	155,295	167,000	167,000	170,000	175,000	1.8%
GAS TAX 2106 21-830-34-3409	112,629	115,000	115,000	120,000	125,000	4.3%
GAS TAX 2107 21-830-34-3410	254,472	250,000	250,000	260,000	270,000	4.0%
GAS TAX 2107.5 21-830-34-3411	6,000	6,000	60,000	6,000	6,000	0.0%
GAS TAX 2103 21-830-34-3437	281,977	508,000	508,000	515,000	520,000	1.4%
INTEREST 21-860-37-3701	5,243	3,000	2,000	2,000	2,000	-33.3%
	<u>815,616</u>	<u>1,049,000</u>	<u>1,102,000</u>	<u>1,073,000</u>	<u>1,098,000</u>	<u>2.3%</u>
PROP 1B 24-830-34-3424	-	-	-	-	-	-
INTEREST 24-860-37-3701	1,651	1,000	10,000	1,000	1,000	0.0%
	<u>1,651</u>	<u>1,000</u>	<u>10,000</u>	<u>1,000</u>	<u>1,000</u>	<u>0.0%</u>
CDBG (for Department Programs)	541,009	151,860	151,860	306,400	170,000	101.8%
CDBG (for CIP Project) 27-830-34-3412	-	315,500	315,500	200,000	-	
Loan Repayment 27-870-38-3823	85,359	-	-	-	-	0.0%
Program Income 27-870-38-3824	14,124	-	-	-	-	0.0%
	<u>640,492</u>	<u>467,360</u>	<u>467,360</u>	<u>506,400</u>	<u>170,000</u>	<u>8.4%</u>
LOCAL TRANSPORTATION SB 821 28-830-34-3413	6,854	22,000	22,000	22,000	22,000	0.0%
INTEREST 28-860-37-3701	4	10	10	10	10	0.0%
	<u>6,858</u>	<u>22,010</u>	<u>22,010</u>	<u>22,010</u>	<u>22,010</u>	<u>0.0%</u>
AIR QUALITY IMPROVEMENT 29-830-34-3414	43,125	40,000	40,000	40,000	40,000	0.0%
INTEREST 29-860-37-3701	109	150	150	150	150	0.0%
	<u>43,234</u>	<u>40,150</u>	<u>40,150</u>	<u>40,150</u>	<u>40,150</u>	<u>0.0%</u>
MEASURE R 30-830-34-3436	344,618	340,000	375,000	390,000	400,000	14.7%
INTEREST 30-860-37-3701	2,323	1,500	1,500	1,500	1,500	0.0%
	<u>346,941</u>	<u>341,500</u>	<u>376,500</u>	<u>391,500</u>	<u>401,500</u>	<u>14.6%</u>
PARKING CONCESSION 31-840-35-3511	10,000	-	-	-	-	0.0%
AFFORDABLE HOUSING FUND 32-840-35-3513	-	157,000	157,000	-	-	0.0%
SEWER RECONSTRUCTION 33-840-35-3502	70,000	134,000	134,000	60,000	60,000	-55.2%

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

**ESTIMATED REVENUE FUNDS - BY SOURCE**

	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16	Budget % Change
ECEBG GRANT 34-830-34-3441	104,234	-	-	-	-	0.0%
CONGESTION MANAGEMENT FEES 35-840-35-3506	3,740	1,000	2,000	1,000	1,000	0.0%
HIGHWAY SAFETY IMPROVEMENT PROGRAM 36-830-34-3428	24,890	340,000	340,000	1,253,200	-	268.6%
SURFACE TRANSPORTATION PROGRAM - LOCAL 37-830-34-3429	524,682	1,007,815	1,007,815	-	-	-100.0%
1992 PARK BOND FUND 92/96 PARK BOND MAINT/SERVICE 41-830-34-3417	40,000	40,000	40,000	40,000	40,000	0.0%
STATE RECYCLING/LITTER FUNDS 43-830-34-3424	-	9,700	7,500	9,700	9,700	0.0%
TREE RESTORATION GRANT 45-830-34-3442	54,235	-	-	-	-	0.0%
PARK ACQUISITION FUND 46-840-35-3504	23,000	185,000	185,000	17,000	17,000	-90.8%
LIGHTING/LANDSCAPE DISTRICT ASSESSMENT FEES 47-810-32-3213	329,203	315,000	315,000	330,000	400,000	4.8%
AD VALOREM TAX 47-810-32-3214	815,239	800,000	800,000	800,000	820,000	0.0%
INTEREST 47-860-37-3701	6,091	6,000	6,000	6,000	6,000	0.0%
	<u>1,150,533</u>	<u>1,121,000</u>	<u>1,121,000</u>	<u>1,136,000</u>	<u>1,226,000</u>	<u>1.3%</u>
HIGH PRIORITY LEGACY USER 48-830-34-3443	698,579	-	-	-	-	0.0%
CONGESTION MITIGATION AIR QUALIT 49-830-34-3444	315,314	-	-	-	-	0.0%
PUBLIC ARTS FUND 51-840-35-3514	-	150,000	150,000	-	-	0.0%
<b>TOTAL SPECIAL REVENUE</b>	<u><b>6,205,318</b></u>	<u><b>6,406,635</b></u>	<u><b>6,565,535</b></u>	<u><b>5,984,060</b></u>	<u><b>4,423,460</b></u>	<u><b>-6.6%</b></u>
OTHER POST EMPLOYMENT BENEFITS 50-870-38-3810/3821	998,925	-	-	-	-	0.0%
TRUST FUND INTEREST-OTHERS 62-860-37-3703	977	1,000	-	1,000	-	0.0%
SELF INSURANCE FUND AB939 REIMBURSEMENT 65-870-38-3807	47,175	50,000	50,000	55,000	50,000	10.0%
SUNDRY 65-870-38-3817	118,133	-	-	-	-	0.0%
	<u>165,308</u>	<u>50,000</u>	<u>50,000</u>	<u>55,000</u>	<u>50,000</u>	<u>10.0%</u>
<b>TOTAL ALL FUNDS</b>	<u><b>18,875,381</b></u>	<u><b>18,942,345</b></u>	<u><b>19,100,245</b></u>	<u><b>18,001,360</b></u>	<u><b>16,614,760</b></u>	<u><b>-5.0%</b></u>

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

**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.

<u>Sales and Use Tax</u>	Estimated 2014-2015 - \$1,330,000
	Estimated 2015-2016 - \$1,350,000

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.

<u>Property Tax Allocation</u>	Estimated 2014-2015 - \$2,700,000
	Estimated 2015-2016 - \$2,800,000

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.

<u>Interest on Investments</u>	Estimated 2014-2015 - \$200,000
	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.

<u>TRAFFIC SAFETY FUND</u>	Estimated 2014-2015 - \$50,000
	Estimated 2015-2016 - \$50,000

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.

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

PROP A TRANSPORTATION FUND

Estimated 2014-2015 - \$600,000  
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 2014-2015 - \$510,000  
Estimated 2015-2016 - \$520,000

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 2014-2015 - \$685,000  
Estimated 2015-2016 - \$695,000

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 2014-2015 - \$120,000  
Estimated 2015-2016 - \$125,000

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 2014-2015 - \$260,000  
Estimated 2015-2016 - \$270,000

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 2014-2015 - \$6,000  
Estimated 2015-2016 - \$6,000

An apportionment of \$6,000 will be made to the City in Fiscal Year 2014-2015. This apportionment is used for engineering and administrative expenses in respect to City streets.

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

CDBG FUND

Estimated 2014-2015 - \$506,400  
Estimated 2015-2016 - \$170,000

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 2014-2015 have been earmarked for housing rehabilitation, handyworker program, youth scholarship, lead based paint abatement, asbestos testing & removal programs, related administrative costs, and ADA CIP Project.

PARK ACQUISITION FUND

Estimated 2014-2015 - \$17,000  
Estimated 2015-2016 - \$17,000

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 2014-2015 - \$1,130,000  
Estimated 2015-2016 - \$1,220,000

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

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

In November 1996, the voters approved Proposition 218 which is the Right To Vote on Taxes. For the City of Temple City this meant that, as of FY 97-98, the Parks Program would no longer be eligible to be funded by the Lighting/Landscape District. As a result of the elimination of this program from the District, the annual assessment for FY 1997-98 was reduced from \$52.35 per equivalent dwelling unit to \$25.03 per EDU and remains the same for FY 2014-2015.

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.

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CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016

# **EXPENDITURE SECTION**

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**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

**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 2014-2015 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**

2014-2015 APPROPRIATIONS LIMIT

2013-14 limit (1)	\$17,296,206
Per Capita Income and County population change factor applied to 2013-14 appropriations limit	1.0055
2014-2015 appropriations limit	\$ 17,391,335

APPROPRIATIONS SUBJECT TO LIMIT AND APPROPRIATIONS MARGIN

Proceeds of Taxes	\$ 9,446,000
Less Exclusions:	
Qualified Capital Outlay	737,525
Appropriations Subject to Limit	\$ 8,708,475
Appropriations Margin	\$ 8,682,860

(1) Recalculated as a result of Proposition 111 and in accordance with guidelines of the League of California Cities. Formal adoption for the FY 1991-92 recalculated appropriations limit was approved by the City Council on July 2, 1991.

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

**EXPENDITURE APPROPRIATIONS  
BY FUNDING SOURCE**

PROGRAM	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16	Budget % Change
<b><u>GENERAL FUND</u></b>						
City Council	123,826	213,575	209,625	170,610	172,160	-20.1%
City Manager	868,966	1,105,540	1,088,815	836,995	872,075	-24.3%
City Attorney	447,333	502,000	502,000	352,000	352,000	-29.9%
Elections	76,240	-	-	82,870	-	-
City Clerk	237,759	280,425	259,100	325,705	297,205	16.1%
Support Services	197,238	202,610	162,705	148,375	148,375	-26.8%
Insurance/Benefits	(125,926)	182,415	169,635	584,220	689,220	220.3%
Ins/Ben - Performance Bonus	60,601	150,000	27,000	-	-	-100.0%
Accounting	531,653	537,350	530,190	496,310	483,610	-7.6%
Purchasing	149,824	148,200	153,200	130,790	131,700	-11.7%
Recreation/Human Services	1,103,165	1,200,625	1,142,015	1,151,185	1,163,625	-4.1%
Parks - Maintenance/Facilities	827,791	854,345	779,065	838,520	842,570	-1.9%
Planning	669,301	2,250,180	911,980	1,659,050	504,050	-26.3%
Building	486,462	900,175	627,060	735,460	720,460	-18.3%
Housing	254,983	80,500	40,840	42,790	42,790	-46.8%
Law Enforcement	3,601,016	3,846,660	3,712,295	3,722,485	3,732,485	-3.2%
Traffic Engineering	14,414	8,280	11,685	7,455	7,455	-10.0%
Animal Control	189,025	199,615	195,305	198,615	198,615	-0.5%
Emergency Services	88,441	138,005	150,035	127,620	127,620	-7.5%
Community Preservation	697,868	463,770	453,135	380,935	369,935	-17.9%
Parking Administration	364,634	419,705	398,315	397,070	404,535	-5.4%
Administration & Engineering	187,046	261,610	213,150	239,575	239,575	-8.4%
Solid Waste Management	-	52,500	27,540	2,500	2,500	-95.2%
General Government Bldg	312,930	311,965	248,730	270,605	266,105	-13.3%
Parking Facilities	221,749	162,340	166,965	187,695	184,815	15.6%
Graffiti Abatement	36,453	26,400	34,250	35,400	35,400	34.1%
	11,622,792	14,498,790	12,214,635	13,124,835	11,988,880	-9.5%

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

**EXPENDITURE APPROPRIATIONS  
BY FUNDING SOURCE**

PROGRAM	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16	Budget % Change
<u>TRAFFIC SAFETY</u>						
Law Enforcement	40,000	40,000	40,000	40,000	40,000	0.0%
<u>STATE COPS GRANT FUND</u>						
Law Enforcement	100,000	100,000	100,000	100,000	100,000	0.0%
<u>PROP A TRANSPORTATION</u>						
Public Transportation	703,556	792,875	673,100	738,945	742,395	-6.8%
<u>USED OIL GRANT</u>						
Solid Waste Management	9,221	6,190	6,190	6,190	6,190	0.0%
<u>STATE OTS GRANT</u>						
Law Enforcement	-	-	-	10,000	-	-
<u>GAS TAX FUNDS 2105/2106/2107/2107.5</u>						
Administration & Engineering	6,000	6,000	6,000	6,000	6,000	0.0%
Street Cleaning	128,737	122,340	118,780	200,000	200,000	63.5%
Traffic Signs and Striping Maint.	110,247	225,620	133,590	110,195	110,195	-51.2%
Street Maintenance	75,422	120,470	71,900	58,750	58,750	-51.2%
Sidewalk Maintenance	93,068	165,000	65,225	25,000	25,000	-84.8%
Trees and Parkways	119,669	124,900	124,900	123,860	123,860	-0.8%
	533,143	764,330	520,395	523,805	523,805	-31.5%
<u>CDBG</u>						
Housing	21,381	325,000	325,000	280,000	131,250	-13.8%
Recreation/Human Services	31,070	26,860	26,860	26,400	26,400	-1.7%
	52,451	351,860	351,860	306,400	157,650	-12.9%
<u>ECCBG</u>						
Housing	104,234	-	-	-	-	-
<u>SEWER RECONSTRUCTION</u>						
Street Maintenance	-	-	-	10,000	10,000	-
<u>1992/96 PARK BOND</u>						
Parks - Maintenance/Facilities	40,000	40,000	40,000	40,000	40,000	0.0%

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

EXPENDITURE APPROPRIATIONS  
BY FUNDING SOURCE

PROGRAM	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16	Budget % Change
<b><u>PUBLIC ARTS FUND</u></b>						
City Manager	-	-	-	30,000	-	-
<b><u>LIGHTING AND LANDSCAPE DIST.</u></b>						
Traffic Signal Maintenance	104,168	151,800	113,100	136,500	136,500	-10.1%
Street Lighting	298,268	373,285	364,670	398,180	398,180	6.7%
Trees and Parkways	301,639	435,995	421,145	587,020	589,640	34.6%
	<u>704,075</u>	<u>961,080</u>	<u>898,915</u>	<u>1,121,700</u>	<u>1,124,320</u>	<u>16.7%</u>
<b><u>TREE RESTORATION PROGRAM</u></b>						
Trees and Parkways	51,326	-	-	-	-	-
<b><u>SELF INSURANCE FUND</u></b>						
Insurance/Benefits	197,808	250,000	250,000	250,000	145,000	0.0%
 <b>TOTAL PROGRAM EXPENDITURES</b>	 <u>14,158,606</u>	 <u>17,805,125</u>	 <u>15,095,095</u>	 <u>16,301,875</u>	 <u>14,878,240</u>	 <u>-8.4%</u>

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

**EXPENDITURE APPROPRIATIONS  
BY PROGRAM**

PROGRAM	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16	Budget % Change
<b>MANAGEMENT SERVICES DEPARTMENT</b>						
City Council	123,826	213,575	209,625	170,610	172,160	-20.1%
City Manager	868,966	1,105,540	1,088,815	866,995	872,075	-21.6%
City Attorney	447,333	502,000	502,000	352,000	352,000	-29.9%
Elections	76,240	-	-	82,870	-	-
City Clerk	237,759	280,425	259,100	325,705	297,205	16.1%
	<u>1,754,124</u>	<u>2,101,540</u>	<u>2,059,540</u>	<u>1,798,180</u>	<u>1,693,440</u>	<u>-14.4%</u>
<b>ADMINISTRATIVE SERVICES DEPARTMENT</b>						
Support Services	197,238	202,610	162,705	148,375	148,375	-26.8%
Insurance/Benefits	71,882	432,415	419,635	834,220	834,220	92.9%
Ins/Ben - Performance Bonus	60,601	150,000	27,000	-	-	-100.0%
Accounting	531,653	537,350	530,190	496,310	483,610	-7.6%
Purchasing	149,824	148,200	153,200	130,790	131,700	-11.7%
	<u>1,011,198</u>	<u>1,470,575</u>	<u>1,292,730</u>	<u>1,609,695</u>	<u>1,597,905</u>	<u>9.5%</u>
<b>PARKS &amp; RECREATION DEPARTMENT</b>						
Recreation/Human Services	1,134,235	1,227,485	1,168,875	1,177,585	1,190,025	-4.1%
Public Transportation	703,556	792,875	673,100	738,945	742,395	-6.8%
Parks - Maintenance/Facilities	867,791	894,345	819,065	878,520	882,570	-1.8%
Trees and Parkways	472,634	560,895	546,045	710,880	713,500	26.7%
	<u>3,178,216</u>	<u>3,475,600</u>	<u>3,207,085</u>	<u>3,505,930</u>	<u>3,528,490</u>	<u>0.9%</u>
<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>						
Planning	669,301	2,250,180	911,980	1,659,050	504,050	-26.3%
Building	486,462	900,175	627,060	735,460	720,460	-18.3%
Housing	380,598	405,500	365,840	322,790	174,040	-20.4%
	<u>1,536,361</u>	<u>3,555,855</u>	<u>1,904,880</u>	<u>2,717,300</u>	<u>1,398,550</u>	<u>-23.6%</u>

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

**EXPENDITURE APPROPRIATIONS  
BY PROGRAM**

PROGRAM	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16	Budget % Change
<b>COMMUNITY DEVELOPMENT DEPARTMENT (Continue)</b>						
<b>PUBLIC SAFETY DIVISION</b>						
Law Enforcement	3,741,016	3,986,660	3,852,295	3,872,485	3,872,485	-2.9%
Traffic Engineering	14,414	8,280	11,685	7,455	7,455	-10.0%
Animal Control	189,025	199,615	195,305	198,615	198,615	-0.5%
Emergency Services	88,441	138,005	150,035	127,620	127,620	-7.5%
Community Preservation	697,868	463,770	453,135	380,935	369,935	-17.9%
Parking Administration	364,634	419,705	398,315	397,070	404,535	-5.4%
	<u>5,095,398</u>	<u>5,216,035</u>	<u>5,060,770</u>	<u>4,984,180</u>	<u>4,980,645</u>	<u>-4.4%</u>
<b>PUBLIC WORKS DIVISION</b>						
Administration & Engineering	193,046	267,610	219,150	245,575	245,575	-8.2%
Street Cleaning	128,737	122,340	118,780	200,000	200,000	63.5%
Traffic Signal Maintenance	104,168	151,800	113,100	136,500	136,500	-10.1%
Traffic Signs and Striping Maint.	110,247	225,620	133,590	110,195	110,195	-51.2%
Street Maintenance	75,422	120,470	71,900	68,750	68,750	-42.9%
Sidewalk Maintenance	93,068	165,000	65,225	25,000	25,000	-84.8%
Solid Waste Management	9,221	58,690	33,730	8,690	8,690	-85.2%
Street Lighting	298,268	373,285	364,670	398,180	398,180	6.7%
	<u>1,012,177</u>	<u>1,484,815</u>	<u>1,120,145</u>	<u>1,192,890</u>	<u>1,192,890</u>	<u>-19.7%</u>
<b>MAINTENANCE DIVISION</b>						
General Government Bldg	312,930	311,965	248,730	270,605	266,105	-13.3%
Parking Facilities	221,749	162,340	166,965	187,695	184,815	15.6%
Graffiti Abatement	36,453	26,400	34,250	35,400	35,400	34.1%
	<u>571,132</u>	<u>500,705</u>	<u>449,945</u>	<u>493,700</u>	<u>486,320</u>	<u>-1.4%</u>
<b>TOTAL ALL PROGRAMS</b>	<u><u>14,158,606</u></u>	<u><u>17,805,125</u></u>	<u><u>15,095,095</u></u>	<u><u>16,301,875</u></u>	<u><u>14,878,240</u></u>	<u><u>-8.4%</u></u>

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

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016

# **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**

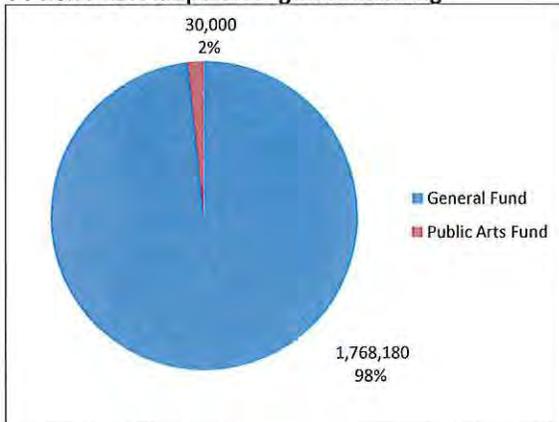
Conducts municipal elections.

**Program 45: City Clerk**

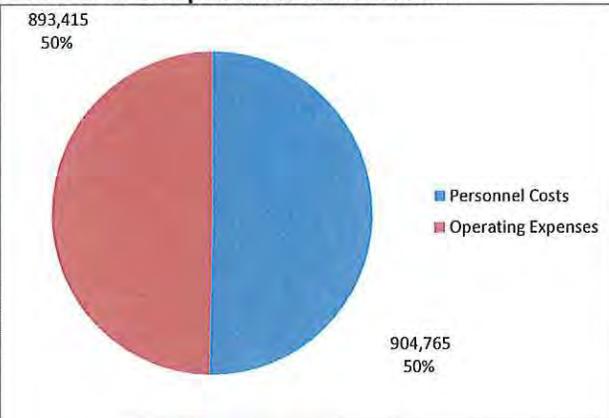
Provides records management.

**DEPARTMENT SUMMARY**

**FY 2014-15: Adopted Program Financing**



**FY 2014-15: Adopted Resources Allocated**



	<i>ACTUAL</i> 2012-13	<i>ADOPTED</i> 2013-14	<i>ESTIMATED</i> 2013-14	<i>ADOPTED</i> 2014-15	<i>PROPOSED</i> 2015-16
<b>RESOURCES ALLOCATED</b>					
Personnel Costs	825,604	1,037,635	1,016,950	904,765	903,940
Operating Expenses	928,520	1,063,905	1,042,590	893,415	789,500
<b>Total:</b>	<b>\$ 1,754,124</b>	<b>\$ 2,101,540</b>	<b>\$ 2,059,540</b>	<b>\$ 1,798,180</b>	<b>\$ 1,693,440</b>
<b>PROGRAM FINANCING</b>					
General Fund	1,754,124	2,101,540	2,059,540	1,768,180	1,693,440
Public Arts Fund	-	-	-	30,000	-
<b>Total:</b>	<b>\$ 1,754,124</b>	<b>\$ 2,101,540</b>	<b>\$ 2,059,540</b>	<b>\$ 1,798,180</b>	<b>\$ 1,693,440</b>
<b>PERSONNEL (FTE)</b>	6.00	7.45		7.41	7.41
<b>Total:</b>	<b>6.00</b>	<b>7.45</b>		<b>7.41</b>	<b>7.41</b>

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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.

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

<b>BUDGET SUMMARY</b>		<i>ACTUAL</i> 2012-13	<i>ADOPTED</i> 2013-14	<i>ESTIMATED</i> 2013-14	<i>ADOPTED</i> 2014-15	<i>PROPOSED</i> 2015-16
Personnel Costs		43,886	76,175	72,225	71,370	71,370
Operating Expenses		79,940	137,400	137,400	99,240	100,790
<b>Total:</b>		<b>\$ 123,826</b>	<b>\$ 213,575</b>	<b>\$ 209,625</b>	<b>\$ 170,610</b>	<b>\$ 172,160</b>

<b>FUNDING SOURCES</b>		<i>ACTUAL</i> 2012-13	<i>ADOPTED</i> 2013-14	<i>ESTIMATED</i> 2013-14	<i>ADOPTED</i> 2014-15	<i>PROPOSED</i> 2015-16
General Fund		123,826	213,575	209,625	170,610	172,160
<b>Total:</b>		<b>\$ 123,826</b>	<b>\$ 213,575</b>	<b>\$ 209,625</b>	<b>\$ 170,610</b>	<b>\$ 172,160</b>

### KEY PROGRAM GOALS

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

<b>KEY WORKLOAD MEASURES</b>		<i>ADOPTED</i> 2014-15	<i>PROPOSED</i> 2015-16
Meetings held. 1/		47	47
Ordinances and resolutions passed. 2/		141	141
Budgets prepared and adopted.		1	1
Agenda actions taken. 1,2/		338	338
Ad hoc and standing committee meetings requiring staff support.		24	24

#### 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.

**MANAGEMENT SERVICES**

Program: City Council

Account: 01-910-41

**EXPENDITURE DETAIL**

PERSONNEL COSTS	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<b>ACCT.</b>					
4101-5 Council Members (5)	32,900	44,100	43,200	43,200	43,200
4320 Health Insurance	4,270	21,480	18,445	20,640	20,640
4340 PERS Retirement	4,868	5,770	5,770	6,120	6,120
4350 Medicare Tax	784	640	625	625	625
4360 Other Insurance	1,064	4,185	4,185	-	-
4361 Life/Disability Insurance	-	-	-	785	785
<b>Total:</b>	<b>\$ 43,886</b>	<b>\$ 76,175</b>	<b>\$ 72,225</b>	<b>\$ 71,370</b>	<b>\$ 71,370</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<b>ACCT.</b>					
4231 Professional/Contract Services	4,500	25,000	25,000	5,000	5,000
4410 Meeting Expense	2,089	3,000	3,000	2,500	2,500
4420 Travel & Conference	19,627	30,000	30,000	30,000	30,000
4425 Memberships	29,704	31,700	31,700	31,740	32,690
4440 Telephone	8,193	7,200	7,200	7,800	8,400
4465 Special Department Supplies	833	3,000	3,000	2,200	2,200
4610 Sister City Program	11,279	10,500	10,500	10,500	10,500
4640 Special Events	1,906	4,500	4,500	4,000	4,000
4670 Community Promotions	1,809	22,500	22,500	5,500	5,500
<b>Total:</b>	<b>\$ 79,940</b>	<b>\$ 137,400</b>	<b>\$ 137,400</b>	<b>\$ 99,240</b>	<b>\$ 100,790</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.*

**ACCT.**

- 4231 Adjustment (-) reflects a completion of capacity building workshops FY 2013-14.
- 4410 Adjustment (-) anticipates reduction of special meetings.
- 4465 Adjustment (-) purchase of one-time cost for lapel pins and gold certificate seals completed FY 2013-14.
- 4640 Adjustment (-) reflects true cost of past special events.
- 4670 Adjustment (-) reflects true costs for community meetings.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION		CITY COUNCIL
	<b>01-910-41</b>		
	<b>SALARIES AND BENEFITS</b>		
4101-4105	City Council (\$720/mo. x 5 members x 12 mos.)		43,200
4320	Health Insurance		20,640
4340	PERS Retirement		6,120
4350	Medicare Tax		625
4361	Life/Disability Insurance		785
		<b>TOTAL</b>	<b>71,370</b>
	<b>MAINTENANCE AND OPERATIONS</b>		
4231	<b>Private/Special Contract Services</b> Annual City Manager Goal Setting	5,000	
		<b>TOTAL</b>	<b>5,000</b>
4410	<b>Meeting Expense</b> County Supervisor Breakfast Misc. expenses (e.g., outside meeting engagements, water, etc.)	500 2,000	
		<b>TOTAL</b>	<b>2,500</b>
4420	<b>Travel &amp; Conference</b> For conference registration, hotel, meals and transportation	30,000	
		<b>TOTAL</b>	<b>30,000</b>
4425	<b>Memberships</b> Council Memberships League, CCA, SGVAC, CDA, CACEO	1,000	
	<b>Subtotal:</b>	<b>1,000</b>	
	Governance Memberships California Contract Cities League of California Cities League of California Cities: Los Angeles Chapter San Gabriel Valley Council of Governments (40%, Prop A 60%) San Gabriel Valley Economic Partnership	3,300 13,700 1,300 6,440 5,300	
	<b>Subtotal:</b>	<b>30,040</b>	

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	CITY COUNCIL
	<b>01-910-41</b>	
4425	<b>Other Memberships</b> Sister Cities International 550 U.S./Mexico Sister Cities 150 <p style="text-align: right;"><i>Subtotal:</i> 700</p>	
	<b>TOTAL</b>	<b>31,740</b>
4440	<b>Telephone</b> Cell phone and iPad data charges (\$130/mo. x 5 members x 12 mos.) 7,800	
	<b>TOTAL</b>	<b>7,800</b>
4465	<b>Special Department Supplies</b> Books and general supplies 400 Plaques, proclamations, certificates, flowers, recognitions 1,000 Reorganization letterhead, badges, photos, placards 800	
	<b>TOTAL</b>	<b>2,200</b>
4610	<b>Sister City Program</b>	
	<b>TOTAL</b>	<b>10,500</b>
4640	<b>Special Events</b> Annual Reorganization 1,500 Council/Commissioner BBQ 1,000 State of the City Address 1,500	
	<b>TOTAL</b>	<b>4,000</b>
4670	<b>Community Promotions</b> Citizen's Academy 1,500 Sponsorships and partnership events 2,000 Community Meetings 2,000	
	<b>TOTAL</b>	<b>5,500</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION		
	<b>01-910-41</b>		<b>CITY COUNCIL</b>
	<b>SALARIES AND BENEFITS</b>		
4101-4105	City Council ((\$720/mo. x 5 members x 12 mos.)		43,200
4320	Health Insurance (Medical, dental and vision)		20,640
4340	PERS Retirement		6,120
4350	Medicare Tax		625
4361	Life/Disability Insurance		785
		<b>TOTAL</b>	<b>71,370</b>
	<b>MAINTENANCE AND OPERATIONS</b>		
4231	<b>Private/Special Contract Services</b> Annual City Manager Goal Setting	5,000	
		<b>TOTAL</b>	<b>5,000</b>
4410	<b>Meeting Expense</b> County Supervisor Breakfast Misc. expenses (e.g., outside meeting engagements, water, etc.)	500 2,000	
		<b>TOTAL</b>	<b>2,500</b>
4420	<b>Travel &amp; Conference</b> For conference registration, hotel, meals and transportation	30,000	
		<b>TOTAL</b>	<b>30,000</b>
4425	<b>Memberships</b> Council Membership League, CCA, SGVAC, CDA, CACEO	1,000	
	<b>Subtotal:</b>	<b>1,000</b>	
	Governance Memberships California Contract Cities League of California Cities League of California Cities: Los Angeles Chapter San Gabriel Valley Council of Governments (40%, Prop A 60%) San Gabriel Valley Economic Partnership	3,400 14,000 1,300 6,840 5,400	
	<b>Subtotal:</b>	<b>30,940</b>	
	Other Membership Sister Cities International U.S./Mexico Sister Cities	600 150	
	<b>Subtotal:</b>	<b>750</b>	
		<b>TOTAL</b>	<b>32,690</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION		CITY COUNCIL
	<b>01-910-41</b>		
4440	<b>Telephone</b> Cell phone and iPad data charges (\$140/mo. x 5 members x 12 mos.)	8,400	
		<b>TOTAL</b>	<b>8,400</b>
4465	<b>Special Department Supplies</b> Books and general supplies Plaques, proclamations, certificates, flowers, recognitions Reorganization letterhead, badges, photos, placards	400 1,000 800	
		<b>TOTAL</b>	<b>2,200</b>
4610	<b>Sister City Program</b>		
		<b>TOTAL</b>	<b>10,500</b>
4640	<b>Special Events</b> Annual Reorganization Council/Commissioner BBQ State of the City Address	1,500 1,000 1,500	
		<b>TOTAL</b>	<b>4,000</b>
4670	<b>Community Promotions</b> Citizen's Academy Sponsorships and partnership events Community Meetings	1,500 2,000 2,000	
		<b>TOTAL</b>	<b>5,500</b>

## MANAGEMENT SERVICES

Program: City Manager  
Account: 01-910-42

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2012-13	2013-14		2014-15	2015-16
City Manager	1.00	1.00		1.00	1.00
Econ. Dev. Mgr./Asst. to City Manager	1.00	1.00		1.00	1.00
Executive Assistant to the City Manager	0.00	1.00		1.00	1.00
Management Analyst	0.00	1.00		1.00	1.00
Part-Time Positions	1.49	1.28		1.30	1.30
<b>Total:</b>	<b>3.49</b>	<b>5.28</b>		<b>5.30</b>	<b>5.30</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Personnel Costs	588,092	749,335	732,610	615,320	615,320
Operating Expenses	280,874	356,205	356,205	251,675	256,755
<b>Total:</b>	<b>\$ 868,966</b>	<b>\$ 1,105,540</b>	<b>\$ 1,088,815</b>	<b>\$ 866,995</b>	<b>\$ 872,075</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
General Fund	868,966	1,105,540	1,088,815	836,995	872,075
Public Arts Fund	-	-	-	30,000	-
<b>Total:</b>	<b>\$ 868,966</b>	<b>\$ 1,105,540</b>	<b>\$ 1,088,815</b>	<b>\$ 866,995</b>	<b>\$ 872,075</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2014-15	2015-16
Agenda reports reviewed and approved.	311	311
Departments supervised.	4	4
Key City workload measures monitored. 1/ Key departmental initiatives completed or underway. 2/ Community inquiries resolved or referred.	633	633

#### FOOTNOTES:

1/ The FY 2013-14 metric is based on completed or items underway as identified in the City's Two-Year Work Plan; it also includes additional key initiatives completed or underway.

2/ The FY 2013-14 metric is based on an internal and more inclusive work plan for the Management Services Department (i.e., Programs 41-45).

## MANAGEMENT SERVICES

Program: City Manager  
Account: 01-910-42

### EXPENDITURE DETAIL

PERSONNEL COSTS	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<b>ACCT.</b>					
4106 City Manager	196,722	309,935	309,935	185,000	185,000
4107 Executive Assistant to the City Manager	24,301	55,190	55,190	57,410	57,410
4109 Econ. Dev. Mgr./Asst. to City Manager	117,083	121,630	121,630	121,630	121,630
4172 Management Analyst	-	46,015	46,015	61,550	61,550
4150 Over time	2,130	-	-	-	-
4161 Part-Time	97,659	53,315	53,315	67,645	67,645
4310 Optional Benefits Program	3,463	3,290	2,980	3,290	3,290
4320 Health Insurance	56,720	50,530	34,115	36,960	36,960
4340 PERS Retirement	64,653	86,700	86,700	65,605	65,605
4350 Medicare Tax	11,224	7,005	7,005	7,150	7,150
4360 Other Insurance	14,137	15,725	15,725	-	-
4361 Life/Disability Insurance	-	-	-	9,080	9,080
<b>Total:</b>	<b>\$ 588,092</b>	<b>\$ 749,335</b>	<b>\$ 732,610</b>	<b>\$ 615,320</b>	<b>\$ 615,320</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<b>ACCT.</b>					
4231 Professional/Contract Services	260,151	324,560	324,560	216,800	226,800
4405 Mileage Reimbursement	5,472	5,400	5,400	5,400	5,400
4410 Meeting Expense	275	575	575	575	575
4420 Travel & Conference	9,783	15,000	15,000	16,000	11,000
4425 Memberships/Subscriptions	1,370	2,670	2,670	2,300	2,300
4440 Telephone	2,211	2,000	2,000	1,600	1,680
4445 Printing	197	-	-	-	-
4465 Special Dept. Supplies	602	2,000	2,000	2,000	2,000
4490 Training	129	-	-	-	-
4670 Community Promotions	684	4,000	4,000	7,000	7,000
<b>Total:</b>	<b>\$ 280,874</b>	<b>\$ 356,205</b>	<b>\$ 356,205</b>	<b>\$ 251,675</b>	<b>\$ 256,755</b>

### ACCOUNT MODIFICATIONS

*Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.*

#### **ACCT.**

- 4231 Adjustment (-) primarily accounts for removing the Buxton annual subscription and consultant services for development of department workplans.
- 4425 Adjustment (-) reflects true cost for memberships and subscriptions.
- 4440 Adjustment (-) reflects true cost for cell phone service.
- 4670 Adjustment (+) anticipates needed support for the Strategic Plan and General Plan update.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	CITY MANAGER
<b>01-910-42</b>		
<b>SALARIES AND BENEFITS</b>		
4106	City Manager (CM)	185,000
4107	Executive Assistant to the City Manager (EACM)	57,410
4109	Asst. to City Manager (ACM)	121,630
4172	Management Analyst (FTMA)	61,550
4161	Part Time	67,645
	Management Analyst (max. 40 hrs./wk. x 52 wks. x \$27.35/hr.)	56,880
	Office Assistant (max. 12 hrs./wk. x 52 wks. x \$17.25 /hr.)	10,765
4310	Optional Benefits Program	3,290
4320	Health Insurance	36,960
4340	PERS Retirement	65,605
4350	Medicare Tax	7,150
4361	Life/Disability Insurance	9,080
<b>TOTAL</b>		<b>615,320</b>
<b>MAINTENANCE AND OPERATIONS</b>		
4231	<b>Private/Special Contract Services</b>	
	City Magazine (CONNECT)	
	Art and design	36,000
	Copy development and editing	6,500
	Postage and distribution	12,000
	Printing	36,000
	Translation	1,300
	<b>Subtotal:</b>	<b>91,800</b>
	Economic Development	
	Advisory services (e.g., Chamber of Commerce, etc.)	80,000
	<b>Subtotal:</b>	<b>80,000</b>
	Organizational and Strategic Planning	
	Internal citywide work plan implementation	-
	<b>Subtotal:</b>	<b>-</b>
	Other	
	Grant writing services	10,000
	On-call design, copywriting and marketing services	5,000
	<b>Subtotal:</b>	<b>15,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION		
	<b>01-910-42</b>		<b>CITY MANAGER</b>
4231	<b>Public Art</b>		
	Advisory services	20,000	
	Rosemead Blvd. directory panels (i.e., design and copy development)	10,000	
	<b>Subtotal:</b>	<b>30,000</b>	
		<b>TOTAL</b>	<b>216,800</b>
4405	<b>Mileage Reimbursement</b>		
	Contractual auto allowances		
	CM (\$300/mo. x 12 mos.)	3,600	
	ACM (\$150/mo. x 12 mos.)	1,800	
		<b>TOTAL</b>	<b>5,400</b>
4410	<b>Meeting Expense</b>		
	Public agency liasion	100	
	San Gabriel Valley City Manager Association	350	
	Staff meetings, seminars and workshops	125	
		<b>TOTAL</b>	<b>575</b>
4420	<b>Travel &amp; Conference</b>		
	Allotment for conference registration, hotel, meals and transportation ((\$6,000/CM; \$2,000/ACM; \$1,000/EACM; \$1,000/FTMA;\$1,000/FTMA)	11,000	
	Public Arts Commission (i.e., trainings and events)	5,000	
		<b>TOTAL</b>	<b>16,000</b>
4425	<b>Memberships/Subscriptions</b>		
	3CMA - City/County Communications and Marketing Association	400	
	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	300	
	Misc. subscriptions	100	
		<b>TOTAL</b>	<b>2,300</b>
4440	<b>Telephone</b>		
	Cell phone service ((\$130/mo. x 12 mos.; for CM and ACM)	1,600	
		<b>TOTAL</b>	<b>1,600</b>
4465	<b>Special Department Supplies</b>		
	Books and office supplies	2,000	
		<b>TOTAL</b>	<b>2,000</b>

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2014-2015

ACCT. NO.	DESCRIPTION	CITY MANAGER
01-910-42		
4670	<b>Community Promotions</b>	
	Special project initiatives	5,000
	Promotional items	2,000
	<b>TOTAL</b>	<b>7,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION	
01-910-42		CITY MANAGER
	<b>SALARIES AND BENEFITS</b>	
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)	61,550
4161	Part-Time	67,645
	Management Analyst (max. 40 hrs./wk. x 52 wks. x \$27.35/hr.)	56,880
	Office Assistant (max. 12 hrs./wk. x 52 wks. x \$17.25 /hr.)	10,765
4310	Optional Benefits Program	3,290
4320	Health Insurance	36,960
4340	PERS Retirement	65,605
4350	Medicare Tax	7,150
4361	Life/Disability Insurance	9,080
	<b>TOTAL</b>	<b>615,320</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4231	<b>Private/Special Contract Services</b>	
	City Magazine (CONNECT)	
	Art and design	36,000
	Copy development and editing	6,500
	Postage and distribution	12,000
	Printing	36,000
	Translation	1,300
	<b>Subtotal:</b>	<b>91,800</b>
	Economic Development	
	Advisory services (e.g., Chamber of Commerce, etc.)	80,000
	<b>Subtotal:</b>	<b>80,000</b>
	Other	
	Grant writing services	10,000
	On-call design, copywriting and marketing services	5,000
	City department workplan implementation	40,000
	<b>Subtotal:</b>	<b>55,000</b>
	<b>TOTAL</b>	<b>226,800</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION	CITY MANAGER
	<b>01-910-42</b>	
4405	<b>Mileage Reimbursement</b> Contractual Auto Allowances CM (\$300/mo. x 12 mos.) ACM (\$150/mo. x 12 mos.)	3,600 1,800 <b>TOTAL 5,400</b>
4410	<b>Meeting Expense</b> Public agency liasion San Gabriel Valley City Manager Association Staff Meetings, seminars and workshops	100 350 125 <b>TOTAL 575</b>
4420	<b>Travel &amp; Conference</b> Allotment for conference registration, hotel, meals and transportation (\$6,000/CM; \$2,000/ACM; \$1,000/EACM; \$1,000/FTMA;\$1,000/FTMA)	11,000 <b>TOTAL 11,000</b>
4425	<b>Memberships/Subscriptions</b> 3CMA - City/County Communications and Marketing Association California Association of Economic Development California Association of Public Information Officers California City Manager Foundation San Gabriel Valley City Manager Association Municipal Management Association of Southern California Misc. subscriptions	400 500 500 400 100 300 100 <b>TOTAL 2,300</b>
4440	<b>Telephone</b> Cell phone service (\$140/mo. x 12 mos.; for CM and ACM)	1,680 <b>TOTAL 1,680</b>
4465	<b>Special Department Supplies</b> Books and office supplies	2,000 <b>TOTAL 2,000</b>
4670	<b>Community Promotions</b> Special project initiatives Promotional items	5,000 2,000 <b>TOTAL 7,000</b>

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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.

<b>STAFFING SUMMARY (FTEs)</b>						
Personnel						
<b>Total:</b>						
<b>BUDGET SUMMARY</b>		<i>ACTUAL</i> 2012-13	<i>ADOPTED</i> 2013-14	<i>ESTIMATED</i> 2013-14	<i>ADOPTED</i> 2014-15	<i>PROPOSED</i> 2015-16
Personnel Costs		-	-	-	-	-
Operating Expenses		447,333	502,000	502,000	352,000	352,000
<b>Total:</b>		<b>\$ 447,333</b>	<b>\$ 502,000</b>	<b>\$ 502,000</b>	<b>\$ 352,000</b>	<b>\$ 352,000</b>
<b>FUNDING SOURCES</b>		<i>ACTUAL</i> 2012-13	<i>ADOPTED</i> 2013-14	<i>ESTIMATED</i> 2013-14	<i>ADOPTED</i> 2014-15	<i>PROPOSED</i> 2015-16
General Fund		447,333	502,000	502,000	352,000	352,000
<b>Total:</b>		<b>\$ 447,333</b>	<b>\$ 502,000</b>	<b>\$ 502,000</b>	<b>\$ 352,000</b>	<b>\$ 352,000</b>

### KEY PROGRAM GOALS

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

<b>KEY WORKLOAD MEASURES</b>	<i>ADOPTED</i> 2014-15	<i>PROPOSED</i> 2015-16
Advice and legal opinions provided (formal and informal).	286	286
Cases defended.	2	2
Legal documents prepared or reviewed.	572	572
Personnel matters addressed.	20	20
Trainings provided.	4	4

**MANAGEMENT SERVICES**

Program: City Attorney  
Account: 01-910-43

**EXPENDITURE DETAIL**

PERSONNEL COSTS	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<b>Total:</b>	\$ -	\$ -	\$ -	\$ -	\$ -

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<b>ACCT.</b>					
4215 County General Services	173	-	-	-	-
4234 City Attorney	283,130	220,000	220,000	220,000	220,000
4243 Special Counsel	136,468	280,000	280,000	130,000	130,000
4405 Mileage Reimbursement	1,350	2,000	2,000	2,000	2,000
4410 Meeting Expense	26,212	-	-	-	-
4425 Memberships/Subscriptions	-	-	-	-	-
<b>Total:</b>	\$ 447,333	\$ 502,000	\$ 502,000	\$ 352,000	\$ 352,000

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.*

**ACCT.**

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	CITY ATTORNEY
01-910-43	MAINTENANCE AND OPERATIONS	
4234	City Attorney Contracted legal services	TOTAL 220,000
4243	Special Counsel	TOTAL 130,000
4405	Mileage Reimbursement Travel costs	TOTAL 2,000

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2015-2016

ACCT. NO.	DESCRIPTION	
01-910-43		CITY ATTORNEY
	<b>MAINTENANCE AND OPERATIONS</b>	
4234	<b>City Attorney</b> Contracted legal services	<b>TOTAL 220,000</b>
4243	<b>Special Counsel</b>	<b>TOTAL 130,000</b>
4405	<b>Mileage Reimbursement</b> Travel costs	<b>TOTAL 2,000</b>

## MANAGEMENT SERVICES

Program: Elections  
Account: 01-910-44

### STATEMENT OF PURPOSE

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

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

<b>BUDGET SUMMARY</b>		<i>ACTUAL</i> <i>2012-13</i>	<i>ADOPTED</i> <i>2013-14</i>	<i>ESTIMATED</i> <i>2013-14</i>	<i>ADOPTED</i> <i>2014-15</i>	<i>PROPOSED</i> <i>2015-16</i>
Personnel Costs		715	-	-	825	-
Operating Expenses		75,525	-	-	82,045	-
<b>Total:</b>	<b>\$</b>	<b>76,240</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 82,870</b>	<b>\$ -</b>

<b>FUNDING SOURCES</b>		<i>ACTUAL</i> <i>2012-13</i>	<i>ADOPTED</i> <i>2013-14</i>	<i>ESTIMATED</i> <i>2013-14</i>	<i>ADOPTED</i> <i>2014-15</i>	<i>PROPOSED</i> <i>2015-16</i>
General Fund		76,240	-	-	82,870	-
<b>Total:</b>	<b>\$</b>	<b>76,240</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 82,870</b>	<b>\$ -</b>

### KEY PROGRAM GOALS

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

<b>KEY WORKLOAD MEASURES</b>	<i>ADOPTED</i> <i>2014-15</i>	<i>PROPOSED</i> <i>2015-16</i>
Number of active Temple City registered voters.	17,991	18,000
Number of permanent Vote-By-Mail resident voters.	5,557	5,600
Number of added and interactive resources posted to election section of City website.	14	14
Number of issued notices, news releases and stories.	26	26

**MANAGEMENT SERVICES**

Program: Elections  
Account: 01-910-44

**EXPENDITURE DETAIL**

PERSONNEL COSTS	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<b>ACCT.</b>					
4163 Part-Time: Seasonal	715	-		825	-
<b>Total:</b>	<b>\$ 715</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 825</b>	<b>\$ -</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<b>ACCT.</b>					
4218 Election Services: LA County Registrar	1,865	-		2,050	-
4231 Private/Special Contract Services	6,002	-		5,400	-
4245 Election Services: Martin & Chapman	53,821	-		59,000	-
4246 Precinct Board Wages	3,850	-		4,220	-
4350 Medicare Tax	10	-		-	-
4405 Mileage Reimbursement	-	-		75	-
4410 Meeting Expense	-	-		425	-
4450 Postage	6,151	-		6,750	-
4465 Special Department Supplies	15	-		300	-
4470 Legal Advertising	2,417	-		3,000	-
4490 Training	311	-		600	-
4590 Polling Place Rentals	-	-		125	-
4670 Community Promotions	1,083	-		100	-
<b>Total:</b>	<b>\$ 75,525</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 82,045</b>	<b>\$ -</b>

**ACCOUNT MODIFICATIONS**

Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.

**ACCT.**

- 4465 Adjustment (+) budgeted for nominee packet supplies.
- 4470 Adjustment (+) budget for notices to be published in English, Chinese, Spanish, and Vietnamese.
- 4490 Adjustment (+) reflects true need.
- 4670 Adjustment (+) budget for voter outreach supplies.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	ELECTIONS
01-910-44		
	<b>SALARIES AND BENEFITS</b>	
4163	<b>Part Time: Seasonal</b> Election Night Staffing (15 @ \$55)	825
		<b>TOTAL 825</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4218	<b>Election Services: LA County Registrar</b> Voter verification, precinct consolidation, street index, etc.	2,050
		<b>TOTAL 2,050</b>
4231	<b>Private/Special Contract Services</b> Advisory services (on-call) Courier services (to County Recorder)	5,000 400
		<b>TOTAL 5,400</b>
4245	<b>Election Services: Martin &amp; Chapman</b> Supplies, ballots and vote counting Translation of public notices	58,000 1,000
		<b>TOTAL 59,000</b>
4246	<b>Precinct Board Wages</b> Polling place inspectors and clerks (6 precincts) 6 inspector and 18 pollworkers, plus 4 backup pollworkers	4,220
		<b>TOTAL 4,220</b>
4405	<b>Mileage Reimbursement</b> Mileage Reimbursement for CC & Deputy CC	75
		<b>TOTAL 75</b>
4410	<b>Meeting Expense</b> Pollworker Orientation Election Night Staff Training	275 150
		<b>TOTAL 425</b>
4450	<b>Postage</b> Vote-by-mail ballots	6,750
		<b>TOTAL 6,750</b>
4465	<b>Special Department Supplies</b> Nominee Packets Supplies (20 binders plus dividers)	300
		<b>TOTAL 300</b>
4470	<b>Legal Advertising</b> Public notices (election counting, nominees and polling places) *notices published in English, Chinese, Spanish, Vietnamese papers	3,000
		<b>TOTAL 3,000</b>

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2014-2015

ACCT. NO.	DESCRIPTION	ELECTIONS
	<b>01-910-44</b>	
4490	<b>Trainings</b> Pollworker training	600
		<b>600</b>
4590	<b>Facility Rental</b> Fee for polling places	125
		<b>TOTAL 125</b>
4670	<b>Community Promotions</b> Voter outreach campaign	100
		<b>TOTAL 100</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

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

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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	ADOPTED		ADOPTED	PROPOSED
	2012-13	2013-14		2014-15	2015-16
City Clerk	1.00	1.00		1.00	1.00
Deputy City Clerk	1.00	1.00		1.00	1.00
Part Time Position	0.13	0.13		0.14	0.14
<b>Total:</b>	<b>2.13</b>	<b>2.13</b>		<b>2.14</b>	<b>2.14</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Personnel Costs	192,911	212,125	212,115	217,250	217,250
Operating Expenses	44,848	68,300	46,985	108,455	79,955
<b>Total:</b>	<b>\$ 237,759</b>	<b>\$ 280,425</b>	<b>\$ 259,100</b>	<b>\$ 325,705</b>	<b>\$ 297,205</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
General Fund	237,759	280,425	259,100	325,705	297,205
<b>Total:</b>	<b>\$ 237,759</b>	<b>\$ 280,425</b>	<b>\$ 259,100</b>	<b>\$ 325,705</b>	<b>\$ 297,205</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2014-15	2015-16
Prepare and post City Council agendas, meeting highlights and minutes. 1/	190	190
Streamline records destruction process and increase destruction of obsolete records. 2/	150	150
Prepare, post and publish legal notices. 1/	50	50
Post City Council meeting videos and audio files to City website. 1/	50	50
Respond and provide public records as requested by public.	145	155

#### 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.

**MANAGEMENT SERVICES**

Program: City Clerk  
Account: 01-910-45

**EXPENDITURE DETAIL**

<b>PERSONNEL COSTS</b>	<b>ACTUAL 2012-13</b>	<b>ADOPTED 2013-14</b>	<b>ESTIMATED 2013-14</b>	<b>ADOPTED 2014-15</b>	<b>PROPOSED 2015-16</b>
<b>ACCT.</b>					
4108 City Clerk	88,737	94,135	94,135	97,850	97,850
4111 Deputy City Clerk	42,709	49,590	49,590	51,600	51,600
4150 Overtime	6,364	5,000	6,350	2,500	2,500
4161 Part Time	5,839	5,125	5,125	5,200	5,200
4310 Optional Benefits Program	1,141	1,645	1,645	1,645	1,645
4320 Health Insurance	18,689	20,115	18,750	21,260	21,260
4340 PERS Retirement	21,303	27,890	27,890	31,660	31,660
4350 Medicare Tax	3,471	2,160	2,165	2,240	2,240
4360 Other Insurance	4,658	6,465	6,465	-	-
4361 Life/Disability Insurance	-	-	-	3,295	3,295
<b>Total:</b>	<b>\$ 192,911</b>	<b>\$ 212,125</b>	<b>\$ 212,115</b>	<b>\$ 217,250</b>	<b>\$ 217,250</b>

<b>OPERATING EXPENSES</b>	<b>ACTUAL 2012-13</b>	<b>ADOPTED 2013-14</b>	<b>ESTIMATED 2013-14</b>	<b>ADOPTED 2014-15</b>	<b>PROPOSED 2015-16</b>
<b>ACCT.</b>					
4231 Professional/Contract Services	32,212	50,550	30,000	85,580	62,280
4405 Mileage Reimbursement	226	500	500	500	500
4410 Meeting Expense	215	1,200	600	900	900
4420 Travel & Conference	5,338	4,000	4,000	4,650	6,200
4425 Memberships/Subscriptions	1,122	1,365	1,365	1,365	1,365
4440 Telephone	653	660	-	660	660
4445 Printing	-	500	20	250	250
4465 Special Department Supplies	1,175	2,025	2,500	3,350	2,700
4470 Legal Advertising	3,732	3,000	4,500	5,000	500
4490 Training	175	4,500	3,500	6,200	4,600
<b>Total:</b>	<b>\$ 44,848</b>	<b>\$ 68,300</b>	<b>\$ 46,985</b>	<b>\$ 108,455</b>	<b>\$ 79,955</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.*

**ACCT.**

- 4420 Adjustment (+) reflects true need.
- 4231 Adjustment (+) reflects citywide document scanning.
- 4465 Adjustment (+) reflects the decentralized purchase of office supplies.
- 4470 Adjustment (+) reflects true need.
- 4490 Adjustment (+) allows for necessary certification and training requirements.

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015**

ACCT. NO.	DESCRIPTION	
<b>01-910-45</b>		<b>CITY CLERK</b>
	<b>SALARIES AND BENEFITS</b>	
4108	City Clerk (CC)	97,850
4111	Deputy City Clerk (DCC)	51,600
4150	Overtime	
	Meeting and special event coverage (as needed, for DCC)	2,500
4161	Part Time	
	Office Assistant (Max. 300 hr x \$17.25/hr)	5,200
4310	Optional Benefits Program	1,645
4320	Health Insurance	21,260
4340	PERS Retirement	31,660
4350	Medicare	2,240
4361	Life/Disability Insurance	3,295
	<b>TOTAL</b>	<b>217,250</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4231	<b>Private/Special Contract Services</b>	
	<u>Codification and Records Mgmt.</u>	
	Annual hosting (online municipal code)	550
	Code supplements	3,000
	Records destruction (shredding)	1,000
	(approximately 200 boxes)	
	<u>Meeting Tapings and Webcasts</u>	
	City Council meetings	14,664
	(\$611/mtg. x 2 mtgs./mo. x 12 mos.)	
	Additional special meetings	3,666
	(\$611/mtg. x 6)	
	Live streaming	4,200
	(\$350/mo. x 12 mos.)	
	<u>Other Services</u>	
	Advisory services (on-call)	
	* Contract Services for Electronic Record Management, Policy and Implementation	5,000
	* Bi-Annual Update of Record Retention Schedule	300
	Document imaging (To be funded by General Fund Reserve)	46,000
	ECMS user licensing (continuation and maintenancance)	2,000

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	CITY CLERK
	<b>01-910-45</b>	
4231	ECMS Annual Software Maintenance and Support	4,950
	Courier Service	250
	*Pick up and delivery of document to County Clerk for recording	
	<b>TOTAL</b>	<b>85,580</b>
4405	<b>Mileage Reimbursement</b>	
	Mileage reimbursement (for CC & DCC)	500
	<b>TOTAL</b>	<b>500</b>
4410	<b>Meeting Expense</b>	
	Professional association meetings	
	City Clerks Association Monthly Meetings for CC & DCC \$40x2x6	480
	ARMA Monthly Meetings for CC & DCC \$40x2x4	320
	Misc. expenses (e.g., food, water, etc.)	100
	<b>TOTAL</b>	<b>900</b>
4420	<b>Travel &amp; Conference</b>	
	Allotment for two conference registrations, hotel, meals and transportation	
	<b>TOTAL</b>	<b>4,650</b>
4425	<b>Memberships/Subscriptions</b>	
	City Clerks Assn. of California	195
	International Institute of Municipal Clerks	275
	National Notary Association	145
	American Records Management Association (ARMA)	500
	California Association of Clerks & Elected Officials	250
	<b>TOTAL</b>	<b>1,365</b>
4440	<b>Telephone</b>	
	Cell phone service (for CC) (\$55/mo. X 12 mos.)	660
	<b>TOTAL</b>	<b>660</b>
4445	<b>Printing</b>	
	Council packet production	250
	<b>TOTAL</b>	<b>250</b>
4465	<b>Special Department Supplies</b>	
	Office supplies	500
	Notary Supplies and Insurance for CC	400
	Record Management/Filing Supplies-pressboard folders and pendaflex	1,200
	Supplies for Council Agenda Binders	250
	Meeting books and permanent record paper-1 ream and 1 binder	600
4465	Records Destruction Supplies - banker boxes	200
	Publications and manuals	200
	<b>TOTAL</b>	<b>3,350</b>

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2014-2015

ACCT. NO.	DESCRIPTION		
	<b>01-910-45</b>		<b>CITY CLERK</b>
4470	<b>Legal Advertising</b> Public notices (ordinances, hearings, etc.)	5,000	
		<b>TOTAL</b>	<b>5,000</b>
4490	<b>Training</b> Annual certifications		
		<b>TOTAL</b>	<b>6,200</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION	CITY CLERK
01-910-45		
	<b>SALARIES AND BENEFITS</b>	
4108	City Clerk (CC)	97,850
4111	Deputy City Clerk (DCC)	51,600
4150	Overtime Meeting and special event coverage (as needed, for DCC)	2,500
4161	Part Time Office Assistant (Max. 300 hr x \$17.25/hr)	5,200
4310	Optional Benefits Program	1,645
4320	Health Insurance	21,260
4340	PERS Retirement	31,660
4350	Medicare	2,240
4361	Life/Disability Insurance	3,295
	<b>TOTAL</b>	<b>217,250</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4231	<b>Private/Special Contract Services</b> <u>Codification and Records Mgmt.</u>	
	Annual hosting (online municipal code)	550
	Code supplements	3,000
	Records destruction (shredding)	1,000
	<u>Meeting Tapings and Webcasts</u>	
	City Council meetings ( <i>\$611/mtg. x 2 mtgs./mo. x 12 mos.</i> )	14,664
	Additional special meetings ( <i>\$611/mtg. x 6</i> )	3,666
	Live streaming ( <i>\$350/mo. x 12 mos.</i> )	4,200
	<u>Other Services</u>	
	Advisory services (on-call)	5,000
	ECMS user licensing and Citywide Document imaging (back scanning)	25,000
	ECMS Annual Software Maintenance and Support	4,950
	Courier Service	250
	<b>TOTAL</b>	<b>62,280</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION		CITY CLERK
	<b>01-910-45</b>		
4405	<b>Mileage Reimbursement</b> Mileage reimbursement (for CC & DCC)	500	
		<b>TOTAL</b>	<b>500</b>
4410	<b>Meeting Expense</b> Professional association meetings City Clerk Association Monthly Meetings for CC & DCC \$40x2x6 ARMA Monthly Meetings for CC & DCC \$40x2x4 Misc. expenses (e.g., food, water, etc.)	480 320 100	
		<b>TOTAL</b>	<b>900</b>
4420	<b>Travel &amp; Conference</b> Allotment for two conference registrations, hotel, meals and transportation		
		<b>TOTAL</b>	<b>6,200</b>
4425	<b>Memberships/Subscriptions</b> City Clerks Assn. of California International Institute of Municipal Clerks National Notary Association American Records Management Association California Association of Clerks & Elected Officials	195 275 145 500 250	
		<b>TOTAL</b>	<b>1,365</b>
4440	<b>Telephone</b> Cell phone service (for CC) <i>(\$55/mo. x 12 mos.)</i>	660	
		<b>TOTAL</b>	<b>660</b>
4445	<b>Printing</b> Council packet production	250	
		<b>TOTAL</b>	<b>250</b>
4465	<b>Special Department Supplies</b> Office supplies Record Management/Filing Supplies-pressboard folders and pendaflex Meeting books and permanent record paper - 1 realm and 1 binder Records Destruction Supplies - banker boxes Publication and manuals	500 1,200 600 200 200	
		<b>TOTAL</b>	<b>2,700</b>
4470	<b>Legal Advertising</b> Public notices (ordinances, hearings, etc.)	5,000	
		<b>TOTAL</b>	<b>5,000</b>

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2015-2016

ACCT. NO.	DESCRIPTION	
01-910-45		CITY CLERK
4490	Training Annual certifications	
	<b>TOTAL</b>	<b>4,600</b>

# ADMINISTRATIVE SERVICES

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

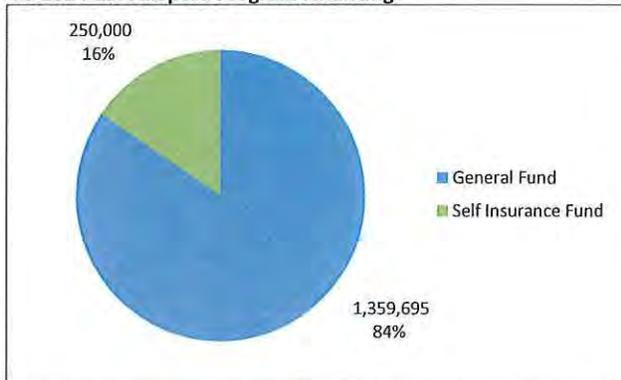
**Program 47: Ins./Benefits**  
Manages insurance programs.

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

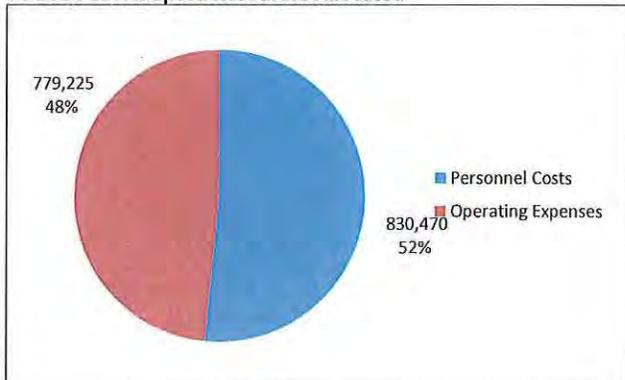
**Program 49: Purchasing**  
Acquires supplies and services.

## DEPARTMENT SUMMARY

**FY 2014-15: Adopted Program Financing**



**FY 2014-15: Adopted Resources Allocated**



	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<b>RESOURCES ALLOCATED</b>					
Personnel Costs	568,679	932,430	769,190	830,470	830,470
Operating Expenses	442,519	538,145	523,540	779,225	767,435
<b>Total:</b>	<b>\$ 1,011,198</b>	<b>\$ 1,470,575</b>	<b>\$ 1,292,730</b>	<b>\$ 1,609,695</b>	<b>\$ 1,597,905</b>
<b>PROGRAM FINANCING</b>					
General Fund	813,390	1,220,575	1,042,730	1,359,695	1,452,905
Successor Agency to the CRA	-	-	-	-	-
Self Insurance Fund	197,808	250,000	250,000	250,000	145,000
<b>Total:</b>	<b>\$ 1,011,198</b>	<b>\$ 1,470,575</b>	<b>\$ 1,292,730</b>	<b>\$ 1,609,695</b>	<b>\$ 1,597,905</b>
<b>PERSONNEL (FTE)</b>					
	4.70	4.83		4.83	4.83
<b>Total:</b>	<b>4.70</b>	<b>4.83</b>		<b>4.83</b>	<b>4.83</b>

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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	ADOPTED		ADOPTED	PROPOSED
	2012-13	2013-14		2014-15	2015-16
Personnel Analyst	0.50	0.50		0.50	0.50
Admin Services Director	0.25	0.25		0.25	0.25
<b>Total:</b>	<b>0.75</b>	<b>0.75</b>		<b>0.75</b>	<b>0.75</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Personnel Costs 1/	106,628	89,760	61,435	92,635	92,635
Operating Expenses	90,610	112,850	101,270	55,740	55,740
<b>Total:</b>	<b>\$ 197,238</b>	<b>\$ 202,610</b>	<b>\$ 162,705</b>	<b>\$ 148,375</b>	<b>\$ 148,375</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
General Fund	197,238	202,610	162,705	148,375	148,375
<b>Total:</b>	<b>\$ 197,238</b>	<b>\$ 202,610</b>	<b>\$ 162,705</b>	<b>\$ 148,375</b>	<b>\$ 148,375</b>

### 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	PROPOSED
	2014-15	2015-16
Maintain personnel records for all full and part-time employees.	40/47	40/47
Review and process annual employee evaluations and employee development plans.	40/47	40/47
City-wide training classes.	3	3

#### FOOTNOTES:

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

**ADMINISTRATIVE SERVICES**

Program: Support Services  
Account: 01-910-46

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<b>ACCT.</b>					
4110 Personnel Analyst	41,934	19,455	5,040	33,665	33,665
4112 Admin Services Director	37,229	37,870	37,870	37,870	37,870
4150 Overtime	270	-	-	-	-
4310 Optional Benefits Program	629	615	375	615	615
4320 Health Insurance	10,299	12,280	7,540	6,035	6,035
4340 PERS Retirement	11,739	15,570	9,000	11,875	11,875
4350 Medicare Tax	1,961	1,210	610	1,035	1,035
4360 Other Insurance	2,567	2,760	1,000	-	-
4361 Life/Disability Insurance	-	-	-	1,540	1,540
<b>Total:</b>	<b>\$ 106,628</b>	<b>\$ 89,760</b>	<b>\$ 61,435</b>	<b>\$ 92,635</b>	<b>\$ 92,635</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<b>ACCT.</b>					
4231 Private/Special Contract Services	40,870	64,565	72,670	7,300	7,300
4244 Legal Services	25,650	-	-	-	-
4405 Mileage Reimbursement	67	-	-	-	-
4410 Meeting Expense	1,034	100	100	100	100
4420 Travel & Conference	191	725	400	725	725
4425 Memberships/Subscriptions	5,933	6,660	6,600	6,815	6,815
4465 Special Dept. Supplies	2,920	1,700	1,700	1,700	1,700
4475 Classified Advertising	5,323	6,000	4,000	6,000	6,000
4490 Training	294	20,000	3,000	20,000	20,000
4495 Recruitment/Testing	3,664	3,100	3,100	3,100	3,100
4685 Special Projects	4,664	10,000	9,700	10,000	10,000
<b>Total:</b>	<b>\$ 90,610</b>	<b>\$ 112,850</b>	<b>\$ 101,270</b>	<b>\$ 55,740</b>	<b>\$ 55,740</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted 2014-15 budgets.*

**ACCT.**

4231 Adjustment (-) due to completion of the automation of personnel process, temporary assistance for the vacant Personnel Analyst position, and recruitment cost for the City Manager position in FY 2013-14.

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015**

ACCT. NO.	DESCRIPTION	SUPPORT SERVICES
<b>01-910-46</b>		<b>SUPPORT SERVICES</b>
	<b>SALARIES AND BENEFITS</b>	
4110	Personnel Analyst (50%)	33,665
4112	Administrative Services Director (25%)	37,870
4310	Optional Benefits Program	615
4320	Health Insurance	6,035
4340	PERS Retirement	11,875
4350	Medicare	1,035
4631	Life/Disability Insurance	1,540
	<b>TOTAL</b>	<b>92,635</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4231	<b>Private/Special Contract Services</b> NeoGov Annual License Fee	<b>7,300</b>
4244	<b>Legal Services</b> Contract legal services (as necessary)	<b>-</b>
4410	<b>Meeting Expense</b> Miscellaneous meeting expense	<b>100</b>
4420	<b>Travel &amp; Conference</b> Western Region IPMA Annual Training Conference Registration 275 Lodging ( Nights at \$150) 300 Subsistence (2 days @ \$50) 100 Transporation 50	<b>725</b>
4425	<b>Memberships/Subscriptions</b> Gateway Public Employment Consortium 3,215 Employee Assistance Program 3,600	<b>6,815</b>
4465	<b>Special Department Supplies</b> Business Cards/Business Card Shells 1,000 Name plates, badges & City seals 500 Miscellaneous 200	<b>1,700</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	SUPPORT SERVICES
	<b>01-910-46</b>	
4475	<b>Classified Advertising</b> Pasadena Star News, SGV Weekly, JoBTRAK, LA Times, Jobs Available, ICMA, Western City, etc.	<b>TOTAL 6,000</b>
4490	<b>Training</b> City-wide for employee training	20,000 <b>TOTAL 20,000</b>
4495	<b>Recruitment/Testing</b> Physical exams, fingerprinting, lunches for oral boards Hepatitis B vaccinations	2,500 600 <b>TOTAL 3,100</b>
4685	<b>Special Projects</b> Employee Recognition (Years of Service) Employee Recognition Program	1,000 9,000 <b>TOTAL 10,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION	SUPPORT SERVICES
<b>01-910-46</b>		
<b>SALARIES AND BENEFITS</b>		
4110	Personnel Analyst (50%)	33,665
4112	Administrative Services (25%)	37,870
4310	Optional Benefits Program	615
4320	Health Insurance	6,035
4340	PERS Retirement	11,875
4350	Medicare	1,035
4361	Life/Disability Insurance	1,540
		<b>TOTAL 92,635</b>
<b>MAINTENANCE AND OPERATIONS</b>		
4231	<b>Private/Special Contract Services</b> NeoGov Annual License Fee	<b>7,300</b>
		<b>TOTAL 7,300</b>
4244	<b>Legal Services</b> Contract legal services (as necessary)	<b>-</b>
		<b>TOTAL -</b>
4410	<b>Meeting Expense</b> Miscellaneous meeting expense	<b>100</b>
		<b>TOTAL 100</b>
4420	<b>Travel &amp; Conference</b> Western Region IPMA Annual Training Conference	
	Registration	275
	Lodging ( Nights at \$150)	300
	Subsistence (2 days @ \$50)	100
	Transporation	50
		<b>TOTAL 725</b>
4425	<b>Memberships/Subscriptions</b> Gateway Public Employment Consortium	3,215
	Employee Assistance Program	3,600
		<b>TOTAL 6,815</b>
4465	<b>Special Department Supplies</b> Business Cards/Business Card Shells	1,000
	Name plates, badges & City seals	500
	Miscellaneous	200
		<b>TOTAL 1,700</b>

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2015-2016

ACCT. NO.	DESCRIPTION	SUPPORT SERVICES
	<b>01-910-46</b>	
4475	<b>Classified Advertising</b> Pasadena Star News, SGV Weekly, JobTRAK, LA Times, Jobs Available, ICMA, Western City, etc.	<b>TOTAL 6,000</b>
4490	<b>Training</b> City-wide for employee training	20,000 <b>TOTAL 20,000</b>
4495	<b>Recruitment/Testing</b> Physical exams, fingerprinting, lunches for oral boards Hepatitis B vaccinations	2,500 600 <b>TOTAL 3,100</b>
4685	<b>Special Projects</b> Employee Recognition (Years of Service) Employee Recognition Program	1,000 9,000 <b>TOTAL 10,000</b>

## ADMINISTRATIVE SERVICES

Program: Insurance/Benefits

Account: 01-910-47

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2012-13	2013-14		2014-15	2015-16
Personnel Analyst	0.50	0.50		0.50	0.50
Admin Services Director	0.25	0.25		0.25	0.25
<b>Total:</b>	<b>0.75</b>	<b>0.75</b>		<b>0.75</b>	<b>0.75</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Personnel Costs	126,483	541,550	404,085	405,895	405,895
Operating Expenses	6,000	40,865	42,550	428,325	428,325
<b>Total:</b>	<b>\$ 132,483</b>	<b>\$ 582,415</b>	<b>\$ 446,635</b>	<b>\$ 834,220</b>	<b>\$ 834,220</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
General Fund	(65,325)	332,415	196,635	584,220	689,220
Self Insurance Fund	197,808	250,000	250,000	250,000	145,000
<b>Total:</b>	<b>\$ 132,483</b>	<b>\$ 582,415</b>	<b>\$ 446,635</b>	<b>\$ 834,220</b>	<b>\$ 834,220</b>

### 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	PROPOSED
	2014-15	2015-16
Review and process monthly billing for employee benefits.	156	156
Annual review of City's Risk Management LossCAP program.	1	1
Worker's Comp claims are monitored for treatment of injured employee and follow-up.	3	3
Secure Special Events Insurance coverage as needed.	5	5

**ADMINISTRATIVE SERVICES**

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

**EXPENDITURE DETAIL**

<b>PERSONNEL</b>	<b>ACTUAL 2012-13</b>	<b>ADOPTED 2013-14</b>	<b>ESTIMATED 2013-14</b>	<b>ADOPTED 2014-15</b>	<b>PROPOSED 2015-16</b>
<b>ACCT.</b>					
4110 Personnel Analyst	41,934	19,455	5,040	33,665	33,665
4112 Admin Services Director	37,229	37,870	37,870	37,870	37,870
4305 Bonus Pay	60,601	150,000	27,000	20,000	20,000
4310 Optional Benefits Program	(13,516)	615	615	615	615
4315 Section 125	-	600	600	600	600
4320 Health Insurance	10,249	190,550	190,500	6,035	6,035
4321 Other Post Employment Benefits	-	-	-	170,660	170,660
4330 Unemployment Compensation	11,623	10,000	10,000	10,000	10,000
4340 PERS Retirement	25,626	15,570	15,570	11,875	11,875
4342 PERS Retirement (Part Time)	-	-	-	112,000	112,000
4350 Medicare Tax	(36,468)	1,210	1,210	1,035	1,035
4360 Other Insurance	(10,795)	115,680	115,680	-	-
4361 Life/Disability Insurance	-	-	-	1,540	1,540
<b>Total:</b>	<b>\$ 126,483</b>	<b>\$ 541,550</b>	<b>\$ 404,085</b>	<b>\$ 405,895</b>	<b>\$ 405,895</b>

<b>OPERATING EXPENSES</b>	<b>ACTUAL 2012-13</b>	<b>ADOPTED 2013-14</b>	<b>ESTIMATED 2013-14</b>	<b>ADOPTED 2014-15</b>	<b>PROPOSED 2015-16</b>
<b>ACCT.</b>					
4231 Private/Special Contract Services	-	26,165	31,800	-	-
4362 Worker Comp/General Liability	-	-	-	413,625	413,625
4410 Meeting Expense	20	100	100	100	100
4425 Memberships/Subscriptions	182	200	250	200	200
4465 Special Dept Supplies	352	400	400	400	400
4490 Training	4,298	5,000	5,000	5,000	5,000
4695 Education Expense	1,148	9,000	5,000	9,000	9,000
<b>Total:</b>	<b>\$ 6,000</b>	<b>\$ 40,865</b>	<b>\$ 42,550</b>	<b>\$ 428,325</b>	<b>\$ 428,325</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.*

**ACCT.**

- 4320 Adjustment (-) due to reallocation of the retirees health care insurance to Other Post Employment Benefits Account.
- 4321 Adjustment (+) set up new account for the retirees health care insurance.
- 4360 Adjustment (-) included the life insurance, short term and long term disabilities, Worker Compensation, General Liability premiums, All Risk Property insurance, Environmental Insurance in FY 2013-14.
- 4361 Adjustment (+) set up new account for life insurance, short term and long term disabilities only.
- 4362 Adjustment (+) set up new account for Worker Compensation and General Liability premiums. Total cost will pay out of this program instead of reallocate throughout other programs.
- 4231 Adjustment (-) anticipate to fill the Personnel Analyst Position.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	INSURANCE/BENEFITS
	<b>01-910-47</b>	
	<b>SALARIES AND BENEFITS</b>	
4110	Personnel Analyst (50%)	33,665
4112	Administrative Services Director (25%)	37,870
4305	Bonus Pay (4% unique bonus skill for eligible FT employees)	20,000
4310	Optional Benefits	615
4315	Section 125 (12 @ \$25/mo.)	600
4320	Health Insurance Medical, dental and vision (active employees for this program, Personnel Analyst 50%, ASD 25%) NOTE: Medical (PERS) estimated 10% average increase for 2014-15) (To be evaluated at mid-year budget)	6,035
4321	Other Post Employment Benefits Retired Employees Medical (25) 155,515 Medical admin charge 2,000 Dental - Delta Care (2) Delta Dental DPO (16) 8,640 Vision (18) 4,505	170,660
4330	Unemployment Compensation	10,000
4340	PERS Retirement Portion for active employees of this program NOTE: Lump sum payment of \$400,000 for employer portion will be spread among departments, estimated of 3.4% savings	11,875
4342	PERS Retirement (Part Time)	112,000
4350	Medicare Tax	1,035
4631	Life/Disability Insurance Life Insurance - Assurant (for this program's active employees) 135 NOTE: \$180/annually per employee Disability Insurance - Assurant (for this program's active employees) 1,405 (Includes short-term and long-term disabilities)	1,540
<b>TOTAL</b>		<b>405,895</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	INSURANCE/BENEFITS
01-910-47	<b>MAINTENANCE AND OPERATIONS</b>	
4362	<b>Worker Compensation/General Liability</b>	
	Workers' Compensation - CJPIA annual contribution	127,270
	Workers' Compensation - Retro Refund CJPIA	26,145
	General Liability - CJPIA annual contribution	192,340
	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
	<b>TOTAL</b>	<b>413,625</b>
4410	<b>Meeting Expense</b>	
	Miscellaneous meeting expense	
	<b>TOTAL</b>	<b>100</b>
4425	<b>Memberships/Subscriptions</b>	
	Best's Insurance Rating Guide (CD-ROM with hard copy)	
	<b>TOTAL</b>	<b>200</b>
4465	<b>Special Department Supplies</b>	
	Employee safety videos, brochures and posters	
	<b>TOTAL</b>	<b>400</b>
4490	<b>Training</b>	
	Safety workshops as required by law:	
	First Aid, CPR & Preventive Disease Transmission, and AED training for all full-time and part-time employees	
	<b>TOTAL</b>	<b>5,000</b>
4695	<b>Education Expense</b>	
	Education/Tuition reimbursement program	
	<b>TOTAL</b>	<b>9,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION	INSURANCE/BENEFITS
01-910-47	<b>SALARIES AND BENEFITS</b>	
4110	Personnel Analyst (50%)	33,665
4112	Administrative Services Director (25%)	37,870
4305	Bonus Pay (4% unique bonus skill for eligible FT employees)	20,000
4310	Optional Benefits	615
4315	Section 125 (12 @ \$25/mo.)	600
4320	Health Insurance Medical, dental and vision (active employees for this program, Personnel Analyst 50%, ASD 25%)	6,035
4321	Other Post Employment Benefits Retired Employees Medical (25) Medical admin charge Dental - Delta Care (2) Delta Dental DPO (16) Vision (18)	170,660  155,515 2,000 8,640 4,505
4330	Unemployment Compensation	10,000
4340	PERS Retirement Portion for active employees of this program NOTE: Lump sum payment of \$400,000 for employer portion will be spread among departments, estimated of 3.4% savings	11,875
4342	PERS Retirement (Part Time)	112,000
4350	Medicare Tax	1,035
4631	Life/Disability Insurance Life Insurance - Assurant (for this program's active employees) NOTE: \$180/annually per employee Disability Insurance - Assurant (for this program's active employees) (Includes short-term and long-term disabilities)	1,540  135  1,405
<b>TOTAL</b>		<b>405,895</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION	INSURANCE/BENEFITS
	<b>01-910-47</b>	
	<b>MAINTENANCE AND OPERATIONS</b>	
4362	<b>Worker Compensation/General Liability</b>	
	Workers' Compensation - CJPIA annual contribution	127,270
	Workers' Compensation - Retro Refund CJPIA	26,145
	General Liability - CJPIA annual contribution	192,340
	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
	<b>TOTAL</b>	<b>413,625</b>
4410	<b>Meeting Expense</b>	
	Miscellaneous meeting expense	
	<b>TOTAL</b>	<b>100</b>
4425	<b>Memberships/Subscriptions</b>	
	Best's Insurance Rating Guide (CD-ROM with hard copy)	
	<b>TOTAL</b>	<b>200</b>
4465	<b>Special Department Supplies</b>	
	Employee safety videos, brochures and posters	
	<b>TOTAL</b>	<b>400</b>
4490	<b>Training</b>	
	Safety workshops as required by law:	
	First Aid, CPR & Preventive Disease Transmission, and AED training for all full-time and part-time employees	
	<b>TOTAL</b>	<b>5,000</b>
4695	<b>Education Expense</b>	
	Education/Tuition reimbursement program	
	<b>TOTAL</b>	<b>9,000</b>

## ADMINISTRATIVE SERVICES

Program: Accounting  
Account: 01-920-48

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2012-13	2013-14		2014-15	2015-16
Admin Services Director	0.45	0.45		0.45	0.45
Accountant	0.85	1.00		1.00	1.00
Accounting Technician	1.00	1.00		1.00	1.00
Part-Time	0.90	0.88		1.60	1.60
<b>Total:</b>	<b>3.20</b>	<b>3.33</b>		<b>4.05</b>	<b>4.05</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Personnel Costs	335,568	301,120	308,670	331,940	331,940
Operating Expenses	196,085	236,230	226,520	164,370	151,670
<b>Total:</b>	<b>\$ 531,653</b>	<b>\$ 537,350</b>	<b>\$ 530,190</b>	<b>\$ 496,310</b>	<b>\$ 483,610</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
General Fund	531,653	537,350	530,190	496,310	483,610
<b>Total:</b>	<b>\$ 531,653</b>	<b>\$ 537,350</b>	<b>\$ 530,190</b>	<b>\$ 496,310</b>	<b>\$ 483,610</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2014-15	2015-16
Agendas and staff reports prepared for City and Agency. 1/	60	60
Coordinate, review, print and distribute proposed & adopted budget books annually.	45	45
Gather data, prepare and produce a Comprehensive Annual Financial Report. 2/	1	1
Distribute mandatory tax forms (W2 & 1099M) to employees and vendors annually.	230	230
Audits conducted annually. 3/	5	5
Long Range Financial Plan.	1	1
Completion of financial software confersions.	2	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.

**ADMINISTRATIVE SERVICES**

Program: Accounting  
Account: 01-920-48

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<u>ACCT.</u>					
4112 Admin Services Director	67,013	68,170	68,170	68,170	68,170
4114 Accountant	68,454	79,375	79,375	79,375	79,375
4115 Accounting Technician	47,270	23,140	23,140	44,760	44,760
4150 Overtime	8,729	1,000	5,000	1,000	1,000
4161 Part Time	58,554	57,550	70,000	79,340	79,340
4310 Optional Benefits Program	1,978	2,015	1,640	2,015	2,015
4320 Health Insurance	32,404	21,190	13,570	16,740	16,740
4340 PERS Retirement	36,936	36,420	36,420	32,380	32,380
4350 Medicare Tax	6,153	3,855	3,855	3,940	3,940
4360 Other Insurance	8,077	8,405	2,500	-	-
4361 Life/Disability Insurance	-	-	-	4,220	4,220
<b>Total:</b>	<b>\$ 335,568</b>	<b>\$ 301,120</b>	<b>\$ 303,670</b>	<b>\$ 331,940</b>	<b>\$ 331,940</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<u>ACCT.</u>					
4231 Private/Special Contract Services	50,440	74,060	78,000	10,000	-
4232 Revenue Audit Services	10,710	9,500	9,500	9,500	9,500
4233 Audit Services	49,245	70,000	57,000	54,000	54,000
4405 Mileage Reimbursement	1,805	1,800	1,800	1,900	1,800
4410 Meeting Expense	370	600	600	600	600
4420 Travel & Conference	1,765	2,150	1,500	4,750	2,150
4425 Memberships/Subscriptions	950	970	970	970	970
4440 Telephone	690	660	660	660	660
4465 Special Dept Supplies	1,520	2,000	2,000	2,500	2,500
4480 Bank Charges	45,855	35,000	35,000	40,000	40,000
4490 Training	280	2,000	2,000	2,000	2,000
4530 Special Equipment Maintenance	32,455	37,490	37,490	37,490	37,490
<b>Total:</b>	<b>\$ 196,085</b>	<b>\$ 236,230</b>	<b>\$ 226,520</b>	<b>\$ 164,370</b>	<b>\$ 151,670</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.*

Acct.

- 4231 Adjustment (-) due to upgrade of financial software completed in FY 2013-14.
- 4420 Adjustment (+) due to staff attending financial software every other year rather than every year.
- 4465 Adjustment (+) due to actual needs for department specific supplies.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	ACCOUNTING
<b>01-920-48</b>		
<b>SALARIES AND BENEFITS</b>		
4112	Administrative Services Director (45%)	68,170
4114	Accountant	79,375
4115	Accounting Technician	44,760
4150	Overtime	1,000
4161	Part Time	79,340
	Accountant \$33.65 x 35 Hrs x 52 Wks	61,243
	Finance Intern \$12 x 29 Hrs x 52 Wks	18,096
4310	Optional Benefits Program	2,015
4320	Health Insurance	16,740
4340	PERS Retirement	32,380
4350	Medicare	3,940
4631	Life/Disability Insurance	4,220
<b>TOTAL</b>		<b>331,940</b>
<b>MAINTENANCE AND OPERATIONS</b>		
4231	<b>Private/Special Contract Service</b> Actuarial Valuation	<b>10,000</b>
4232	<b>Revenue Audit Services</b> Sales Tax Revenue Audit Documentary Transfer Tax Audits	<b>9,500</b>
4233	<b>Audit Services</b> Annual Audit State Reports CAFR Expense (Comprehensive Annual Financial Report)	<b>54,000</b>
4405	<b>Mileage Reimbursement</b> Transportation to meetings and training seminars (\$8 x 12 months) 100 Auto allowance per Contract Agreement for Admin Svcs Director (\$150 x 12 months) 1,800	<b>1,900</b>
4410	<b>Meeting Expense</b> CSMFO Bi-Monthly Meetings an other	<b>600</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	ACCOUNTING
	<b>01-920-48</b>	
4420	<b>Travel &amp; Conference</b> CSMFO Annual Seminar - Southern California, February 2015 or CMTA Annual Seminar - Southern California, April 2015 or CalPERS Education Forum- Southern California, October 2014  Registration 350 Subsistence (2 days @ \$50) 100 Transportation 200 Hotel (2 nights @ \$250) 500 <div style="text-align: right;">Sub Total <u>1,150</u></div> Sungard Public Sector Conference (2 Staff) Registration 1,000 Subsistence (2 days @ \$50) 200 Transportation 400 Hotel (2 nights @ \$250) 1,000 <div style="text-align: right;">Sub Total <u>2,600</u></div> Contract Cities 1,000  <div style="text-align: right;"><b>TOTAL 4,750</b></div>	
4425	<b>Memberships/Subscriptions</b> California Society of Municipal Finance Officers (CSMFO) 110 California Municipal Treasurers Association (CMTA) 160 Government Finance Officers Association (GFOA) 700  <div style="text-align: right;"><b>TOTAL 970</b></div>	
4440	<b>Telephone</b> Cellular Phone Monthly Service Charge (12 months @ \$55)  <div style="text-align: right;"><b>TOTAL 660</b></div>	
4465	<b>Special Department Supplies</b> Check Order, Cash Register Supplies, 1099 Envelopes Miscellaneous Office and Computer Supplies  <div style="text-align: right;"><b>TOTAL 2,500</b></div>	
4480	<b>Bank/Payroll Charges</b> Checking Account Merchant Account (Visa/Master Card Charges) Section 125 Account Payroll Processing Charges Armored Services  <div style="text-align: right;"><b>TOTAL 40,000</b></div>	
4490	<b>Training</b> Seminars/workshops for CMTA, CSMFO, Payroll Certification and other trainings for the Accountant and Account Analyst  <div style="text-align: right;"><b>TOTAL 2,000</b></div>	

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2014-2015

ACCT. NO.	DESCRIPTION	ACCOUNTING
	<b>01-920-48</b>	
4530	<b>Special Equipment Maintenance</b>	
	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
	<b>TOTAL</b>	<b>37,490</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION	ACCOUNTING
<b>01-920-48</b>		
<b>SALARIES AND BENEFITS</b>		
4112	Administrative Services Director (45%)	68,170
4114	Accountant	79,375
4115	Accounting Technician	44,760
4150	Overtime	1,000
4161	Part Time	79,340
	Accountant \$33.65 x 35 Hrs x 52 Wks	61,243
	Finance Intern \$12 x 29 Hrs x 52 Wks	18,096
4310	Optional Benefits Program	2,015
4320	Health Insurance	16,740
4340	PERS Retirement	32,380
4350	Medicare	3,940
4361	Life/Disability Insurance	4,220
	<b>TOTAL</b>	<b>331,940</b>
<b>MAINTENANCE AND OPERATIONS</b>		
4232	<b>Revenue Audit Services</b> Sales Tax Revenue Audit Documentary Transfer Tax Audits	
	<b>TOTAL</b>	<b>9,500</b>
4233	<b>Audit Services</b> Annual Audit State Reports Comprehensive Annual Financial Report Expense	
	<b>TOTAL</b>	<b>54,000</b>
4405	<b>Mileage Reimbursement</b> Auto allowance per Contract Agreement for Admin Srvs Director (\$150 x 12 months)	
	<b>TOTAL</b>	<b>1,800</b>
4410	<b>Meeting Expense</b> CSMFO Bi-Monthly Meetings and other	
	<b>TOTAL</b>	<b>600</b>
4420	<b>Travel &amp; Conference</b> CSMFO Annual Seminar, CMTA Annual Seminar, or CalPERS Education Forum Registration 350 Subsistence (2 days @ \$50) 100 Transportation 200 Hotel (2 nights @ \$250) 500 Sub Total 1,150 Contract Cities 1,000	
	<b>TOTAL</b>	<b>2,150</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION	ACCOUNTING
	<b>01-920-48</b>	
4425	<b>Memberships/Subscriptions</b>	
	California Society of Municipal Finance Officers (CSMFO)	110
	California Municipal Treasurers Association (CMTA)	160
	Government Finance Officers Association (GFOA)	700
	<b>TOTAL</b>	<b>970</b>
4440	<b>Telephone</b>	
	Cellular Phone Monthly Service Charge (12 months @ \$55)	
	<b>TOTAL</b>	<b>660</b>
4465	<b>Special Department Supplies</b>	
	Check Order, Cash Register Supplies, 1099 Envelopes	
	Miscellaneous Office and Computer Supplies	
	<b>TOTAL</b>	<b>2,500</b>
4480	<b>Bank/Payroll Charges</b>	
	Checking Account	
	Merchant Account (Visa/Master Card Charges)	
	Section 125 Account	
	Payroll Processing Charges	
	Armored Truck Services	
	<b>TOTAL</b>	<b>40,000</b>
4490	<b>Training</b>	
	Seminars/workshops for CMTA, CSMFO, Payroll Certification and other trainings for the Accountant and Account Analyst	
	<b>TOTAL</b>	<b>2,000</b>
4530	<b>Special Equipment Maintenance</b>	
	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
	<b>TOTAL</b>	<b>37,490</b>

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## ADMINISTRATIVE SERVICES

Program: Purchasing

Account: 01-920-49

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2012-13	2013-14		2014-15	2015-16
Part-Time	0.00	0.00		0.00	0.00
<b>Total:</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>	<b>0.00</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Personnel Costs	-	-	-	-	-
Operating Expenses	149,824	148,200	153,200	130,790	131,700
<b>Total:</b>	<b>\$ 149,824</b>	<b>\$ 148,200</b>	<b>\$ 153,200</b>	<b>\$ 130,790</b>	<b>\$ 131,700</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
General Fund	149,824	148,200	153,200	130,790	131,700
<b>Total:</b>	<b>\$ 149,824</b>	<b>\$ 148,200</b>	<b>\$ 153,200</b>	<b>\$ 130,790</b>	<b>\$ 131,700</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2014-15	2015-16
Daily and annual outgoing mail . 1/	75,000	75,000
Copiers maintained. 2/	6	6
Fixed assets inventory & depreciation. 3/	annually	annually
Orders placed for replenishing water, toner, paper, office, & misc supplies.	60	60

#### FOOTNOTES:

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

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

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

**ADMINISTRATIVE SERVICES**

Program: Purchasing  
Account: 01-920-49

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<u>ACCT.</u>					
4161 Part-Time	-	-	-	-	-
<b>Total:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

OPERATING EXPENSES	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<u>ACCT.</u>					
4405 Mileage Reimbursement	13	-	-	-	-
4425 Memberships/Subscriptions	145	200	200	200	200
4445 Printing	13,136	9,000	5,000	9,000	9,000
4450 Postage	16,704	15,000	12,000	15,000	15,000
4460 Office Supplies	19,502	8,000	20,000	12,000	12,000
4465 Special Dept Supplies	2,300	1,500	1,500	1,500	1,500
4510 Maintenance & Repair	42,973	69,500	69,500	48,090	49,000
4520 Office Equipment Maintenance	43,062	28,000	28,000	28,000	28,000
4530 Special Equipment Maintenance	10,449	15,000	15,000	15,000	15,000
4580 Equipment Rental	1,540	2,000	2,000	2,000	2,000
<b>Total:</b>	<b>\$ 149,824</b>	<b>\$ 148,200</b>	<b>\$ 153,200</b>	<b>\$ 130,790</b>	<b>\$ 131,700</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.*

Acct

- 4460 Adjustment (+) due to departments higher than anticipated costs paper and copier related expenses.
- 4510 Adjustment (-) due to completion of new Website.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	PURCHASING
	<b>01-920-49</b>	
	<b>MAINTENANCE AND OPERATIONS</b>	
4425	<b>Memberships/Subscriptions</b> Sams Club Annual Membership (\$100 flat fee for credit line + 1 member @ \$30 + 4 additional cards @ \$15 plus tax)	<b>200</b>
4445	<b>Printing</b> Copier Paper Outside Printing / Engraving ( Engraving, letterhead, envelopes, annual budget covers)	<b>9,000</b>
4450	<b>Postage</b> Replenish meter, 3rd class bulk, 1st class bulk, postal box rental, Overnight letters, public notices, cert/return receipts, Friday mailings Annual Acctg/Permit Fee	<b>15,000</b>
4460	<b>Office Supplies</b> 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	<b>12,000</b>
4465	<b>Special Department Supplies</b> Lunch Room Supplies	<b>1,500</b>
4510	<b>Maintenance &amp; Repair</b> Equipment maintenance Management Information Systems (MIS) Service (460 hrs x \$91.50/hr) 42,090 Annual hosting fee and cloud services for Website 6,000	<b>48,090</b>

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2014-2015

ACCT. NO.	DESCRIPTION	PURCHASING
<b>01-920-49</b>		
4520	<b>Office Equipment Maintenance</b> Mail Machine, Electronic Scale - Pitney Bowes Phone System-ATT/SBC Copiers Lease for City Hall (2)	<b>TOTAL 28,000</b>
4530	<b>Special Equipment Maintenance</b> 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 \$1,100 annually Two-year server warranty extension \$4,000 SAN Maintenance \$1,500 x 2	<b>TOTAL 15,000</b>
4580	<b>Equipment Rental</b> Postal Machine Reset Meter Fee	<b>TOTAL 2,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION	PURCHASING
	<b>01-920-49</b>	
	<b>MAINTENANCE AND OPERATIONS</b>	
4425	<b>Memberships/Subscriptions</b> Sams Club Annual Membership (\$100 flat fee for credit line + 1 member @ \$30 + 4 additional cards @ \$15 plus tax)	<b>TOTAL 200</b>
4445	<b>Printing</b> Copier Paper Outside Printing / Engraving ( Engraving, letterhead, envelopes, annual budget covers)	<b>TOTAL 9,000</b>
4450	<b>Postage</b> Replenish meter, 3rd class bulk, 1st class bulk, postal box rental, Overnight letters, public notices, cert/return receipts, Friday mailings Annual Acctg/Permit Fee	<b>TOTAL 15,000</b>
4460	<b>Office Supplies</b> 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	<b>TOTAL 12,000</b>
4465	<b>Special Department Supplies</b> Lunch Room Supplies	<b>TOTAL 1,500</b>
4510	<b>Maintenance &amp; Repair</b> Equipment maintenance Management Information Systems (MIS) Service (460 hrs x \$91.5/hr) 43,000 Annual hosting fee and cloud services for Website 6,000	<b>TOTAL 49,000</b>
4520	<b>Office Equipment Maintenance</b> Mail Machine, Electronic Scale - Pitney Bowes Phone System-ATT/SBC Copiers Lease for City Hall (2)	<b>TOTAL 28,000</b>

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2015-2016

ACCT. NO.	DESCRIPTION	PURCHASING
	<b>01-920-49</b>	
4530	<b>Special Equipment Maintenance</b> 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 \$1,100 annually Two-year server warranty extension \$4,000 SAN Maintenance \$1,500 x 2	<b>TOTAL 15,000</b>
4580	<b>Equipment Rental</b> Postal Machine Reset Meter Fee	<b>TOTAL 2,000</b>

# PARKS & RECREATION

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

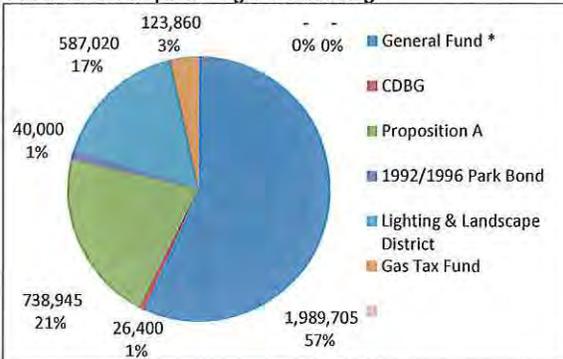
**Program 58: Public Trans.**  
Coordinates public transit program

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

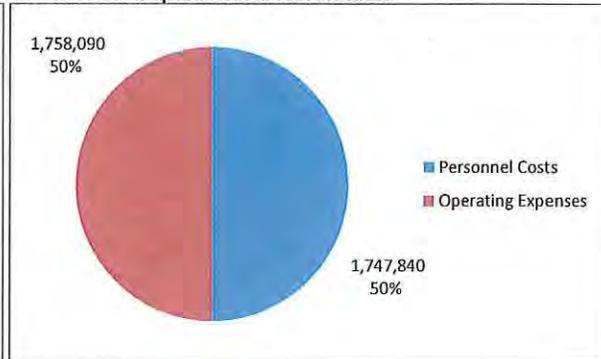
**Program 83: Trees & Parkways**  
Maintains City's urban forest

## DEPARTMENT SUMMARY

**FY 2014-15: Adopted Program Financing**



**FY 2014-15: Adopted Resources Allocated**



\* Fees & Charges funds approximately \$570,840

	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<b>RESOURCES ALLOCATED</b>					
Personnel Costs	1,732,745	1,770,010	1,697,300	1,747,840	1,751,490
Operating Expenses	1,445,471	1,705,590	1,509,785	1,758,090	1,777,000
<b>Total:</b>	<b>\$ 3,178,216</b>	<b>\$ 3,475,600</b>	<b>\$ 3,207,085</b>	<b>\$ 3,505,930</b>	<b>\$ 3,528,490</b>

	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<b>PROGRAM FINANCING</b>					
General Fund	1,930,956	2,054,970	1,921,080	1,989,705	2,006,195
CDBG	31,070	26,860	26,860	26,400	26,400
Proposition A	703,556	792,875	673,100	738,945	742,395
1992/1996 Park Bond	40,000	40,000	40,000	40,000	40,000
Lighting & Landscape Dist.	301,639	435,995	421,145	587,020	589,640
Gas Tax	119,669	124,900	124,900	123,860	123,860
TC Tree Restoration Grant	51,326	-	-	-	-
State Recycling Fund	-	-	-	-	-
<b>Total:</b>	<b>\$ 3,178,216</b>	<b>\$ 3,475,600</b>	<b>\$ 3,207,085</b>	<b>\$ 3,505,930</b>	<b>\$ 3,528,490</b>

	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<b>PERSONNEL (FTE)</b>					
	31.08	35.25		33.04	33.04
<b>Total:</b>	<b>31.08</b>	<b>35.25</b>		<b>33.04</b>	<b>33.04</b>

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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	ADOPTED		ADOPTED	PROPOSED
	2012-13	2013-14		2014-15	2015-16
Director of Parks & Recreation	0.40	0.40		0.40	0.40
P & R Supervisor	0.00	0.60		0.60	0.60
Administrative Coordinator	0.30	0.30		0.30	0.30
Community Services Specialist	0.80	0.00		0.00	0.00
P & R Coordinator	1.50	2.00		2.00	2.00
Part Time Positions	13.22	16.55		15.10	15.10
<b>Total:</b>	<b>16.22</b>	<b>19.85</b>		<b>18.40</b>	<b>18.40</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Personnel Costs	773,206	794,705	756,335	744,485	744,585
Operating Expenses	361,029	432,780	412,540	433,100	445,440
<b>Total:</b>	<b>\$ 1,134,235</b>	<b>\$ 1,227,485</b>	<b>\$ 1,168,875</b>	<b>\$ 1,177,585</b>	<b>\$ 1,190,025</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
General Fund 1/	1,103,165	1,200,625	1,142,015	1,151,185	1,163,625
CDBG	31,070	26,860	26,860	26,400	26,400
<b>Total:</b>	<b>\$ 1,134,235</b>	<b>\$ 1,227,485</b>	<b>\$ 1,168,875</b>	<b>\$ 1,177,585</b>	<b>\$ 1,190,025</b>

### 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	PROPOSED
	2014-15	2015-16
New recreation programs planned/offered.	10	10
Agendas, minutes, staff reports written, reviewed, and approved. 2/	120	110
Community special events planned and conducted.	16	20
Youth Scholarship applications reviewed and processed.	125	100
Volunteer service hours coordinated.	10,000	10,000

#### FOOTNOTES:

1/ Fees & Charges funds a portion (approximately \$590,000) in FY 2013-14; \$615,00 in FY 2014-15

2/ Includes City Council, Parks & Recreation Commission and Youth Committee.

**PARKS & RECREATION**

Program: Recreation  
Account: 01-940-57

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<b>ACCT.</b>					
4122 Director of Parks & Recreation	52,621	53,505	53,505	55,650	55,650
4123 Parks & Recreation Supervisor	-	45,005	40,995	40,995	40,995
4124 Administrative Coordinator	20,151	21,255	20,440	20,440	20,440
4125 Community Srvc. Specialist	38,907	-	39,680	-	-
4127 P & R Coordinator	33,505	68,315	21,000	51,575	51,575
4147 P & R Coordinator	62,327	65,670	63,155	63,155	63,155
4150 Overtime	27,317	19,150	21,500	22,940	22,940
4161 Part Time	6,590	14,605	10,800	17,900	18,000
4162 Part Time - Rec. Leaders	207,053	241,690	220,000	235,440	235,440
4164 Part Time - Rec. Aides	81,457	80,285	85,200	79,880	79,880
4165 Part Time - Senior Leaders	46,647	52,530	48,000	53,430	53,430
4310 Optional Benefits Program	4,558	2,715	2,715	2,715	2,715
4320 Health Insurance	74,655	29,890	29,255	32,345	32,345
4340 PERS Retirement	85,096	55,375	55,375	54,710	54,710
4350 Medicare Tax	13,715	8,545	8,545	8,160	8,160
4360 Other Insurance	18,607	36,170	36,170	-	-
4361 Life/Disability Insurance	-	-	-	5,150	5,150
<b>Total:</b>	<b>\$ 773,206</b>	<b>\$ 794,705</b>	<b>\$ 756,335</b>	<b>\$ 744,485</b>	<b>\$ 744,585</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<b>ACCT.</b>					
4216 Contract Srvc - Public	6,000	6,000	6,000	6,000	6,000
4231 Prv/Spc Contract Services	6,074	-	-	-	-
4272 Recreation Specialists	106,628	121,170	121,000	114,600	125,000
4405 Mileage Reimbursement	1,800	1,900	1,650	1,890	1,890
4410 Meeting Expense	552	300	570	500	500
4415 Vehicle Operation	5,428	6,000	5,800	6,000	6,000
4420 Travel & Conference	9,105	9,100	5,500	9,000	9,100
4425 Memberships/Subscriptions	2,148	3,180	2,400	3,260	3,260
4430 Publications	-	5,000	5,000	5,500	5,500
4440 Telephone	2,276	2,520	2,380	2,520	2,520
4445 Printing	8,566	19,000	17,500	19,000	19,000
4455 Uniforms	1,848	3,000	3,000	3,000	3,000
4460 Office Supplies	-	2,000	2,000	2,000	2,000
4465 Special Dept. Supplies	6,879	8,500	8,000	9,250	9,250
4490 Training	393	1,000	750	2,500	2,500
4530 Special Equipment Maintenance	3,300	3,500	220	-	-
4580 Equipment Rental	1,134	4,500	3,500	3,800	4,000
4617 TC Unified School District	25,750	26,530	26,530	27,330	28,420
4630 Annual Events	82,582	99,200	94,240	102,950	103,000
4680 Promotional Items	1,796	2,000	2,000	2,200	2,500
4690 Special Program Expense	88,770	108,380	104,500	111,800	112,000
<b>Total:</b>	<b>\$ 361,029</b>	<b>\$ 432,780</b>	<b>\$ 412,540</b>	<b>\$ 433,100</b>	<b>\$ 445,440</b>

**ACCOUNT MODIFICATIONS**

Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.

**ACCT.**

- 4150 Adjustment (+) due to policy changes regarding comp time and additional community event coverage.
- 4161 Adjustment (+) reflects cost for additional hours for Intern to complete special projects.
- 4410 Adjustment (+) reflects cost for staff/commissioners to attend additional meetings.
- 4490 Adjustment (+) reflects true need.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-15

ACCT. NO.	DESCRIPTION	RECREATION/HUMAN SERVICES
	<b>01-940-57</b>	
	<b>SALARIES AND BENEFITS</b>	
4122	Director of P & R (40%) #1	55,650
4123	Parks & Recreation Supervisor (60%) #1	40,995
4124	Administrative Coordinator (30%) #1 - Administration (20%) #10 - Volunteers (10%)	20,440
4127	Parks & Recreation Coordinator #5 - Classes (30%) #6 - Seniors (40%) #8 - Sports (30%)	51,575
4147	Parks & Recreation Coordinator #3 - Teens (25%) #4 - Playgrounds (35%) #7 - Special Events (20%) #9 - Day Camp (20%)	63,155
4150	Overtime #1 - Administration 3,000 #7 - Special Events 19,940	22,940
4161	Part Time - Parks & Recreation Intern #1 - Administration	17,900
4162	Part Time - Leadership #2 - Aquatics (Not budget) - #3 - Teens 37,050 #4 - Playgrounds 135,790 #5 - Classes 4,770 #7 - Special Events 14,690 #8 - Sports 38,680 #9 - Day Camp 4,460	235,440
4164	Part Time - Aides #4 - Playgrounds 37,750 #7 - Special Events 5,710 #8 - Sports 34,780 #9 - Day Camp 1,640	79,880

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-15

ACCT. NO.	DESCRIPTION	RECREATION/HUMAN SERVICES
	<b>01-940-57</b>	
4165	Part Time - Senior Leader	53,430
	#3 - Teens	12,050
	#4 - Playgrounds	16,030
	#7 - Special Events	3,210
	#8 - Sports	20,690
	#9 - Day Camp	1,450
4310	Optional Benefits Program	2,715
4320	Health Insurance	32,345
4340	PERS Retirement	54,710
4350	Medicare	8,160
4361	Life/Disability Insurance	5,150
		<b>TOTAL 744,485</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4216	<b>Contract Svs Public - Senior Lunch Manager</b> #6 - Seniors	<b>TOTAL 6,000</b>
4272	<b>Contract Service - Recreation Specialists</b> #5 - Classes	<b>TOTAL 114,600</b>
4405	<b>Mileage Reimbursement</b> #1 - Administration	<b>TOTAL 1,890</b>
4410	<b>Meeting Expense</b> #1 - Administration	<b>TOTAL 500</b>
4415	<b>Vehicle Operation</b> #1 - Administration	<b>TOTAL 6,000</b>
4420	<b>Travel &amp; Conference</b> <i>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.</i> #1 - Administration A. California Parks & Recreation Society Conference Sacramento, Spring 2015 - \$1,580	

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-15**

ACCT. NO.	DESCRIPTION	
	<b>01-940-57</b>	<b>RECREATION/HUMAN SERVICES</b>
4420	B. California Joint Powers Insurance Authority Conference Santa Barbara, Fall 2015 \$1,150	<b>TOTAL 9,000</b>
4425	<b>Memberships/Subscriptions</b> #1 - Administration	<b>TOTAL 3,260</b>
4430	<b>Publications</b> #1 - Administration	<b>TOTAL 5,500</b>
4440	<b>Telephone</b> #4 - Playgrounds	<b>TOTAL 2,520</b>
4445	<b>Printing</b> #1 - Administration #3 - Teens #4 - Playgrounds #6 - Senior Citizens #7 - Special Events #8 - Sports #9 - Day Camp	14,500 500 600 600 2,000 600 200 <b>TOTAL 19,000</b>
4455	<b>Uniforms</b> #1 - Administration	<b>TOTAL 3,000</b>
4460	<b>Office Supplies</b> #1 - Administration	<b>TOTAL 2,000</b>
4465	<b>Special Department Supplies</b> #1 - Administration #6 - Senior Citizens #7 - Special Events #10 - Volunteers	2,000 1,500 1,000 4,750 <b>TOTAL 9,250</b>
4490	<b>Training</b> #1 - Administration	<b>TOTAL 2,500</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-15

ACCT. NO.	DESCRIPTION	RECREATION/HUMAN SERVICES
	<b>01-940-57</b>	
4530	<b>Special Equipment Maintenance</b> #1 - Administration (CLASS Software)	<b>TOTAL</b> -
4580	<b>Equipment Rental</b> #7 - Special Events 2,200 #8 - Sports 1,600	<b>TOTAL</b> 3,800
4617	<b>Temple City Unified School District</b> #1 Annual Facilities Use Agreement	<b>TOTAL</b> 27,330
4630	<b>Annual Events</b> #6 - Senior Citizens 1,000 #7 - Special Events 93,450 #10 - Volunteers 8,500	<b>TOTAL</b> 102,950
4680	<b>Promotional Items</b> #1 - City apparel & giveaways	<b>TOTAL</b> 2,200
4690	<b>Special Program Expense</b> #3 - Teens 9,660 #4 - Playgrounds 23,160 #5 - Classes 1,750 #6 - Senior Citizens 25,050 #8 - Sports 48,730 #9 - Day Camp 3,450	<b>TOTAL</b> 111,800

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-16

ACCT. NO.	DESCRIPTION	RECREATION/HUMAN SERVICES
	<b>01-940-57</b>	
4122	Director of P & R (40%) #1	55,650
4123	Parks & Recreation Supervisor (60%) #1	40,995
4124	Administrative Coordinator (30%)	20,440
	#1 - Administration (20%)	
	#10 - Volunteers (10%)	
4127	Parks & Recreation Coordinator	51,575
	#5 - Classes (30%)	
	#6 - Seniors (40%)	
	#8 - Sports (30%)	
4147	Parks & Recreation Coordinator	63,155
	#3 - Teens (25%)	
	#4 - Playgrounds (35%)	
	#7 - Special Events (20%)	
	#9 - Day Camp (20%)	
4150	Overtime	22,940
	#1 - Administration	3,000
	#7 - Special Events	19,940
4161	Part Time - Parks & Recreation Intern	18,000
	#1 - Administration	
4162	Part Time - Leadership	235,440
	#2 - Aquatics (Not budget)	-
	#3 - Teens	37,050
	#4 - Playgrounds	135,790
	#5 - Classes	4,770
	#7 - Special Events	14,690
	#8 - Sports	38,680
	#9 - Day Camp	4,460
4164	Part Time - Aides	79,880
	#4 - Playgrounds	37,750
	#7 - Special Events	5,710
	#8 - Sports	34,780
	#9 - Day Camp	1,640
4165	Part Time - Senior Leader	53,430
	#3 - Teens	12,050
	#4 - Playgrounds	16,030
	#7 - Special Events	3,210
	#8 - Sports	20,690
	#9 - Day Camp	1,450

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-16

ACCT. NO.	DESCRIPTION	
	<b>01-940-57</b>	<b>RECREATION/HUMAN SERVICES</b>
4310	Optional Benefits Program	2,715
4320	Health Insurance	32,345
4340	PERS Retirement	54,710
4350	Medicare	8,160
4361	Life/Disability Insurance	5,150
		<b>TOTAL 744,585</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4216	<b>Contract Svs Public - Senior Lunch Manager</b> #6 - Seniors	<b>TOTAL 6,000</b>
4272	<b>Contract Service - Recreation Specialists</b> #5 - Classes	<b>TOTAL 125,000</b>
4405	<b>Mileage Reimbursement</b> #1 - Administration	<b>TOTAL 1,890</b>
4410	<b>Meeting Expense</b> #1 - Administration	<b>TOTAL 500</b>
4415	<b>Vehicle Operation</b> #1 - Administration	<b>TOTAL 6,000</b>
4420	<b>Travel &amp; Conference</b> <i>Commissioners (3) and Staff (4) will be allotted \$1,300 per year for conferences. They can choose a conference from below, or any other conference available to them.</i>  #1 - Administration A. California Parks & Recreation Society Conference Southern California, March 2016 - \$1,100  B. California Joint Powers Insurance Authority Conference TBD, Fall 2016 \$1,300	<b>TOTAL 9,100</b>
4425	<b>Memberships/Subscriptions</b> #1 - Administration	<b>TOTAL 3,260</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-16

ACCT. NO.	DESCRIPTION		
	<b>01-940-57</b>	<b>RECREATION/HUMAN SERVICES</b>	
4430	<b>Publications</b> #1 - Administration		<b>TOTAL 5,500</b>
4440	<b>Telephone</b> #4 - Playgrounds		<b>TOTAL 2,520</b>
4445	<b>Printing</b> #1 - Administration #3 - Teens #4 - Playgrounds #6 - Senior Citizens #7 - Special Events #8 - Sports #9 - Day Camp	14,500 500 600 600 2,000 600 200	<b>TOTAL 19,000</b>
4455	<b>Uniforms</b> #1 - Administration		<b>TOTAL 3,000</b>
4460	<b>Office Supplies</b> #1 - Administration		<b>TOTAL 2,000</b>
4465	<b>Special Department Supplies</b> #1 - Administration #6 - Senior Citizens #7 - Special Events #10 - Volunteers	2,000 1,500 1,000 4,750	<b>TOTAL 9,250</b>
4490	<b>Training</b> #1 - Administration		<b>TOTAL 2,500</b>
4530	<b>Special Equipment Maintenance</b> #1 - Administration (CLASS Software)		<b>TOTAL -</b>
4580	<b>Equipment Rental</b> #7 - Special Events #8 - Sports	2,400 1,600	<b>TOTAL 4,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-16

ACCT. NO.	DESCRIPTION		
	<b>01-940-57</b>	<b>RECREATION/HUMAN SERVICES</b>	
4617	<b>Temple City Unified School District</b> #1 Annual Facilities Use Agreement	<b>TOTAL</b>	<b>28,420</b>
4630	<b>Annual Events</b> #6 - Senior Citizens #7 - Special Events #10 - Volunteers	1,000 93,500 8,500	<b>TOTAL 103,000</b>
4680	<b>Promotional Items</b> #1 - City apparel & giveaways	<b>TOTAL</b>	<b>2,500</b>
4690	<b>Special Program Expense</b> #3 - Teens #4 - Playgrounds #5 - Classes #6 - Senior Citizens #8 - Sports #9 - Day Camp	9,650 23,200 1,750 25,050 48,900 3,450	<b>TOTAL 112,000</b>

## 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.

<b>STAFFING SUMMARY (FTEs)</b>	<i>ACTUAL</i>	<i>ADOPTED</i>		<i>ADOPTED</i>	<i>PROPOSED</i>
	<i>2012-13</i>	<i>2013-14</i>		<i>2014-15</i>	<i>2015-16</i>
Admin Services Director	0.05	0.05		0.05	0.05
Director of Parks & Recreation	0.20	0.20		0.00	0.00
Administrative Coordinator	0.25	0.35		0.20	0.20
Secretary - Pub Works	0.10	0.00		0.00	0.00
<b>Total:</b>	<b>0.60</b>	<b>0.60</b>		<b>0.25</b>	<b>0.25</b>

<b>BUDGET SUMMARY</b>	<i>ACTUAL</i>	<i>ADOPTED</i>	<i>ESTIMATED</i>	<i>ADOPTED</i>	<i>PROPOSED</i>
	<i>2012-13</i>	<i>2013-14</i>	<i>2013-14</i>	<i>2014-15</i>	<i>2015-16</i>
Personnel Costs	90,172	80,525	78,915	67,235	67,235
Operating Expenses	613,384	712,350	594,185	671,710	675,160
<b>Total:</b>	<b>\$ 703,556</b>	<b>\$ 792,875</b>	<b>\$ 673,100</b>	<b>\$ 738,945</b>	<b>\$ 742,395</b>

<b>FUNDING SOURCES</b>	<i>ACTUAL</i>	<i>ADOPTED</i>	<i>ESTIMATED</i>	<i>ADOPTED</i>	<i>PROPOSED</i>
	<i>2012-13</i>	<i>2013-14</i>	<i>2013-14</i>	<i>2014-15</i>	<i>2015-16</i>
Proposition A 1/ (Included Bus Pass Sales)	703,556	792,875	673,100	738,945	742,395
<b>Total:</b>	<b>\$ 703,556</b>	<b>\$ 792,875</b>	<b>\$ 673,100</b>	<b>\$ 738,945</b>	<b>\$ 742,395</b>

### 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.

<b>KEY WORKLOAD MEASURES</b>	<i>ADOPTED</i>	<i>PROPOSED</i>
	<i>2014-15</i>	<i>2015-16</i>
Dial-A-Ride applications processed.	50	50
Community inquiries resolved or referred .	150	150
Youth and adult excursions coordinated.	35	30
Bus shelters inspected	30	50

#### FOOTNOTES:

1/ Bus Pass Sales funds a portion (approximately \$142,600 in FY 2013-14 and \$151,400 in FY 2014-15)

**PARKS & RECREATION**

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

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<b>ACCT.</b>					
4112 Admin Services Director	7,446	7,575	7,575	7,575	7,575
4116 Receptionist	4,116	-	-	-	-
4122 Director of Parks & Recreation	26,311	26,755	26,755	27,825	27,825
4175 Deputy Dir of Parks & Recreation	-	-	-	-	-
4124 Administrative Coordinator	23,809	24,800	24,800	23,845	23,845
4130 Secretary - Public Works	5,690	-	-	-	-
4150 Overtime	16	-	-	-	-
4310 Optional Benefits Program	534	495	495	205	205
4320 Health Insurance	8,742	6,000	4,390	2,540	2,540
4340 PERS Retirement	9,964	12,375	12,375	4,475	4,475
4350 Medicare Tax	1,365	470	470	310	310
4360 Other Insurance	2,179	2,055	2,055	-	-
4361 Life/Disability Insurance	-	-	-	460	460
<b>Total:</b>	<b>\$ 90,172</b>	<b>\$ 80,525</b>	<b>\$ 78,915</b>	<b>\$ 67,235</b>	<b>\$ 67,235</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<b>ACCT.</b>					
4233 Audit Services	800	800	800	800	800
4274 Dial-A-Ride	380,735	475,000	380,000	450,000	450,000
4275 Recreation Transit	41,454	40,000	39,800	42,000	42,000
4278 Bus Passes	172,485	175,800	155,000	151,540	155,000
4425 Memberships/Subscriptions	9,435	9,500	9,500	9,500	9,500
4440 Telephone	223	200	185	210	200
4450 Postage	-	600	-	500	500
4465 Special Dept. Supplies	500	1,500	900	1,000	1,000
4540 Bus Shelter Maintenance	7,752	8,950	8,000	16,160	16,160
<b>Total:</b>	<b>\$ 613,384</b>	<b>\$ 712,350</b>	<b>\$ 594,185</b>	<b>\$ 671,710</b>	<b>\$ 675,160</b>

**ACCOUNT MODIFICATIONS**

Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.

**ACCT.**

- 4278 Adjustment (-) reflects true need based on previous year's sales.
- 4450 Adjustment (-) reflects true need based on previous year.
- 4465 Adjustment (-) reflects true need based on previous year.
- 4540 Adjustment (+) reflects anticipated increase due to repairs for Rosemead Blvd. shelters).

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-15

ACCT. NO.	DESCRIPTION	PUBLIC TRANSPORTATION
15-940-58		
	<b>SALARIES AND BENEFITS</b>	
4112	Administrative Services Director (5%)	7,575
4122	Director of Parks & Recreation (20%)	27,825
4124	Administrative Coordinator (35%)	23,845
4310	Optional Benefits Program	205
4320	Health Insurance	2,540
4340	PERS Retirement	4,475
4350	Medicare	310
4361	Life/Disability Insurance	460
	<b>TOTAL</b>	<b>67,235</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4233	<b>Audit Service</b> Audit of Prop A Account (Portion of Prop A revenue not to exceed \$800)	
	<b>TOTAL</b>	<b>800</b>
4274	<b>Dial-A-Ride</b> Contract to operate City's Dial-A-Ride Service	450,000
	<b>TOTAL</b>	<b>450,000</b>
4275	<b>Recreation Transit</b> Youth & Family Excursions Adult Excursions	16,400 25,600
	<b>TOTAL</b>	<b>42,000</b>
4278	<b>Bus Passes</b> MTA Bus passes & tokens sold to residents at a reduced rate	
	<b>TOTAL</b>	<b>151,540</b>
4425	<b>Memberships/Subscriptions</b> San Gabriel Valley COG (60% of membership cost)	
	<b>TOTAL</b>	<b>9,500</b>
4440	<b>Telephone</b> Phone line for bus pass TAP cards	
	<b>TOTAL</b>	<b>210</b>
4450	<b>Postage</b> Includes cost of postage for transportation survey and correspondence	
	<b>TOTAL</b>	<b>500</b>

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2014-15

ACCT. NO.	DESCRIPTION		
	<b>15-940-58</b>	<b>PUBLIC TRANSPORTATION</b>	
4465	<b>Special Department Supplies</b> Includes receipts, laminating supplies and other miscellaneous supplies	<b>TOTAL</b>	<b>1,000</b>
4540	<b>Bus Shelter Maintenance</b> Clean & repair shelters on a scheduled basis (\$30 x 31 x 12 months) Structure repairs, painting, etc.	11,160 5,000	
		<b>TOTAL</b>	<b>16,160</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-16

ACCT. NO.	DESCRIPTION	
15-940-58		PUBLIC TRANSPORTATION
	<b>SALARIES AND BENEFITS</b>	
4112	Administrative Services Director (5%)	7,575
4122	Director of Parks & Recreation (20%)	27,825
4124	Administrative Coordinator (35%)	23,845
4310	Optional Benefits Program	205
4320	Health Insurance	2,540
4340	PERS Retirement	4,475
4350	Medicare	310
4361	Life/Disability Insurance	460
	<b>TOTAL</b>	<b>67,235</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4233	<b>Audit Service</b> Audit of Prop A Account (Portion of Prop A revenue not to exceed \$800)	
	<b>TOTAL</b>	<b>800</b>
4274	<b>Dial-A-Ride</b> Contract to operate City's Dial-A-Ride Service	450,000
	<b>TOTAL</b>	<b>450,000</b>
4275	<b>Recreation Transit</b> Youth & Family Excursions Adult Excursions	16,400 25,600
	<b>TOTAL</b>	<b>42,000</b>
4278	<b>Bus Passes</b> MTA Bus passes & tokens sold to residents at a reduced rate	
	<b>TOTAL</b>	<b>155,000</b>
4425	<b>Memberships/Subscriptions</b> San Gabriel Valley COG (60% of membership cost)	
	<b>TOTAL</b>	<b>9,500</b>
4440	<b>Telephone</b> Phone line for bus pass TAP cards	
	<b>TOTAL</b>	<b>200</b>
4450	<b>Postage</b> Includes cost of postage for transportation survey and correspondence	
	<b>TOTAL</b>	<b>500</b>

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2015-16

ACCT. NO.	DESCRIPTION		
	15-940-58		PUBLIC TRANSPORTATION
4465	<b>Special Department Supplies</b> Includes receipts, laminating supplies and other miscellaneous supplies		
		<b>TOTAL</b>	<b>1,000</b>
4540	<b>Bus Shelter Maintenance</b> Clean & repair shelters on a scheduled basis (\$30 x 31 x 12 months) Structure repairs, painting, etc.	11,160	
		5,000	
		<b>TOTAL</b>	<b>16,160</b>

## PARKS & RECREATION

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

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2012-13	2013-14		2014-15	2015-16
Director of Parks & Recreation	0.25	0.25		0.30	0.30
Administrative Coordinator	0.25	0.25		0.25	0.25
Parks & Recreation Supervisor	0.00	0.40		0.40	0.40
Community Services Specialist	0.20	0.00		0.00	0.00
P & R Coordinator	0.50	0.00		0.00	0.00
Park Maintenance Worker	3.00	3.00		3.00	3.00
Park Maintenance Lead Worker	1.00	1.00		1.00	1.00
Part Time Positions	5.49	6.17		5.17	5.17
<b>Total:</b>	<b>10.69</b>	<b>11.07</b>		<b>10.12</b>	<b>10.12</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Personnel Costs	618,282	587,935	561,365	607,240	609,670
Operating Expenses	249,509	306,410	257,700	271,280	272,900
<b>Total:</b>	<b>\$ 867,791</b>	<b>\$ 894,345</b>	<b>\$ 819,065</b>	<b>\$ 878,520</b>	<b>\$ 882,570</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
General Fund 1/ 1992/1996 Park Bond 2/	827,791	854,345	779,065	838,520	842,570
	40,000	40,000	40,000	40,000	40,000
<b>Total:</b>	<b>\$ 867,791</b>	<b>\$ 894,345</b>	<b>\$ 819,065</b>	<b>\$ 878,520</b>	<b>\$ 882,570</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2014-15	2015-16
Park inspections performed. 3/	750	750
Reservations processed. 4/	1,400	1,400
Special projects (CIP) managed or supported.	2	2

#### FOOTNOTES:

- 1/ Rental fees funds a portion (\$70,000 in FY 2014-15 and 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 shelter, and Performing Arts Pavilion reservations.

**PARKS & RECREATION**

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

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<b>ACCT.</b>					
4122 Director of Parks & Recreation	32,888	33,440	33,440	34,780	34,780
4123 Parks & Recreation Supervisor	-	30,005	27,330	27,330	27,330
4124 Administrative Coordinator	17,007	17,370	17,370	17,035	17,035
4125 Community Srvc. Specialist	9,727	-	-	-	-
4127 Parks & Recreation Coordinator	33,505	-	-	-	-
4136 Park Maintenance Worker	40,953	43,110	43,110	46,310	46,310
4137 Park Maintenance Worker	40,104	43,110	43,110	46,310	46,310
4138 Park Maintenance Worker	50,248	50,415	50,415	50,415	50,415
4140 Park Maintenance Lead Worker	54,701	58,060	55,810	55,810	55,810
4150 Overtime	6,646	11,000	11,500	12,000	12,000
4161 Part Time Park Maint Worker	5,202	22,875	22,875	33,530	34,870
4162 Part Time - Rec. Leaders	127,846	132,450	110,000	127,270	128,000
4164 Part Time - Rec. Aides	8,209	5,440	12,000	20,800	21,000
4165 Part Time - Senior Leaders	8,496	9,015	8,000	9,640	9,800
4166 Part Time - Park Patrol Officer	25,155	-	-	-	-
4310 Optional Benefits Program	3,644	4,030	3,775	4,070	4,070
4320 Health Insurance	59,684	42,215	37,230	41,900	41,900
4340 PERS Retirement	68,031	60,195	60,195	67,250	67,250
4350 Medicare Tax	11,360	5,905	5,905	6,300	6,300
4360 Other Insurance	14,876	19,300	19,300	-	-
4361 Life/Disability Insurance	-	-	-	6,490	6,490
<b>Total:</b>	<b>\$ 618,282</b>	<b>\$ 587,935</b>	<b>\$ 561,365</b>	<b>\$ 607,240</b>	<b>\$ 609,670</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<b>ACCT.</b>					
4231 Private/Special Contract Services	-	35,000	-	-	-
4252 Janitorial Services	42,885	42,960	42,900	44,400	44,400
4259 Mechanical Maintenance	7,938	12,000	9,500	12,000	12,000
4260 General Maintenance	7,622	11,600	10,500	11,600	11,600
4415 Vehicle Operation	7,343	5,500	7,200	11,500	9,000
4420 Travel & Conference	492	500	-	-	-
4425 Memberships/Subscriptions	-	150	-	-	-
4435 Utilities	97,829	115,000	108,000	106,000	110,000
4440 Telephone	13,795	14,000	15,200	20,880	21,000
4455 Uniforms	4,996	4,500	4,500	5,000	5,000
4460 Office Supplies	-	1,500	1,250	1,500	1,500
4465 Special Dept. Supplies	25,959	25,000	25,000	25,000	25,000
4490 Training	104	1,000	850	1,000	1,000
4510 Maintenance & Repair	34,070	32,000	28,000	28,000	28,000
4530 Special Equipment Maintenance	3,999	3,500	3,500	2,500	2,500
4550 Small Tool Replacement	923	800	800	800	800
4580 Equipment Rental	1,554	1,400	500	1,100	1,100
<b>Total:</b>	<b>\$ 249,509</b>	<b>\$ 306,410</b>	<b>\$ 257,700</b>	<b>\$ 271,280</b>	<b>\$ 272,900</b>

**ACCOUNT MODIFICATIONS**

Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.

**ACCT.**

- 4150 Adjustment (+) due to policy changes regarding comp time & true need.
- 4161 Adjustment (+) reflects cost for additional hours for part time staff.
- 4164 Adjustment (+) reflects true need.
- 4166 Park Patrol Officers budgeted 100% in CDD.
- 4259 Adjustment (-) reflects true need.
- 4415 Adjustment (+) reflects cost to powder coast trailer.
- 4440 Adjustment (-) due to completion of service agreement for router.
- 4455 Adjustment (+) reflects true need.
- 4490 Additional funds for training of staff consistent with strategic plan.
- 4510 Adjustment (-) reflects true need based on previous year.
- 4580 Adjustment (-) reflects true need.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-15

ACCT. NO.	DESCRIPTION	
	<b>01-940-59</b>	<b>PARKS - MAINT/FACILITIES</b>
	<b>SALARIES AND BENEFITS</b>	
4122	Director of Parks & Recreation (25%)	34,780
4123	Parks & Recreation Supervisor (40%)	27,330
4124	Administrative Coordinator (25%)	17,035
4136	Park Maintenance Worker	46,310
4137	Park Maintenance Worker	46,310
4138	Park Maintenance Worker	50,415
4140	Park Maintenance Lead Worker	55,810
4150	Overtime	12,000
4161	Part-Time Park Maintenance Worker	33,530
4162	Part Time - Leaders	127,270
4164	Part Time - Rec Aides	20,800
4165	Part Time - Senior Leader	9,640
4310	Optional Benefits Program	4,070
4320	Health Insurance	41,900
4340	PERS Retirement	67,250
4350	Medicare	6,300
4361	Life/Disability Insurance	6,490
	<b>TOTAL</b>	<b>607,240</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4252	<b>Janitorial Services</b>	
	Monthly maintenance - Comm. Cntr. & Restrooms	29,400
	Wax & polish floors - Comm. Cntr.	7,200
	Monthly maintenance - Annex	7,800
	<b>TOTAL</b>	<b>44,400</b>
4259	<b>Mechanical Maintenance</b>	
	<b>TOTAL</b>	<b>12,000</b>
4260	<b>General Maintenance</b>	
	Weed Abatement Services	3,500
	Pest Control	800
	Alarm, Fire, CCTV System Monitoring	4,000
	Fire Supression System Inspection & Monitoring	1,400
	Charbroiler Fee - SCAQMD	220
	Health Permit Fee - Concession Stand	280
	Control Link Fee - Musco	400
	Industrial Waste Pumping Service & Fees	1,000
	<b>TOTAL</b>	<b>11,600</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-15

ACCT. NO.	DESCRIPTION		
	<b>01-940-59</b>	<b>PARKS - MAINT/FACILITIES</b>	
4415	<b>Vehicle Operation</b>		
	Gasoline (Vehicles, Equipment, etc)	3,000	
	Chevrolet Silverado (New)	4,000	
	Unit 119 (2002 Ford F-150 CNG Truck) - Natural Gas	500	
	Powder Coast Trailer	2,500	
	Scheduled preventive maintenance/mechanical repairs/gas	1,500	
		<b>TOTAL</b>	<b>11,500</b>
4420	<b>Travel &amp; Conference</b>		
		<b>TOTAL</b>	-
4425	<b>Memberships/Subscription</b>		
		<b>TOTAL</b>	-
4435	<b>Utilities</b>		
	Edison International (estimated)	81,000	
	Southern California Gas (estimated)	5,000	
	Cal-American Water/Sunnyslope Water (estimated)	20,000	
		<b>TOTAL</b>	<b>106,000</b>
4440	<b>Telephone</b>		
	Local & long distance service (estimated)	3,900	
	Internet - City Hall/LOP connection	13,980	
	Cellular phones \$250/mo x 12 mo	3,000	
		<b>TOTAL</b>	<b>20,880</b>
4455	<b>Uniforms</b>		
	Maintenance personnel uniforms	3,000	
	Purchase of Park & Recreation personnel staff shirts	2,000	
		<b>TOTAL</b>	<b>5,000</b>
4460	<b>Office Supplies</b>		
	Miscellaneous office supplies		
		<b>TOTAL</b>	<b>1,500</b>
4465	<b>Special Department Supplies</b>		
	Miscellaneous supplies		
		<b>TOTAL</b>	<b>25,000</b>
4490	<b>Training</b>		
		<b>TOTAL</b>	<b>1,000</b>
4510	<b>Maintenance &amp; Repair</b>		
	Water irrigation system maintenance & repair	3,000	
	Vandalism repairs	4,000	
	General plumbing & electrical repairs	3,500	
	Landscape materials - plants & trees	9,000	
	General repairs	8,500	
		<b>TOTAL</b>	<b>28,000</b>

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2014-15

ACCT. NO.	DESCRIPTION		
	<b>01-940-59</b>		<b>PARKS - MAINT/FACILITIES</b>
4530	<b>Special Equipment Maintenance</b> Maintenance & repairs to lawnmowers, edgers, & other power equipment	2,500	
		<b>TOTAL</b>	<b>2,500</b>
4550	<b>Small Tools</b> Shovels, rakes, brooms and general tool replacement		
		<b>TOTAL</b>	<b>800</b>
4580	<b>Equipment Rental</b>		
		<b>TOTAL</b>	<b>1,100</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-16

ACCT. NO.	DESCRIPTION	PARKS - MAINT/FACILITIES
	<b>01-940-59</b>	
	<b>SALARIES AND BENEFITS</b>	
4122	Director of Parks & Recreation (25%)	34,780
4123	Parks & Recreation Supervisor (40%)	27,330
4124	Administrative Coordinator (25%)	17,035
4136	Park Maintenance Worker	46,310
4137	Park Maintenance Worker	46,310
4138	Park Maintenance Worker	50,415
4140	Park Maintenance Lead Worker	55,810
4150	Overtime	12,000
4161	Part-Time Park Maintenance Worker	34,870
4162	Part Time - Leadership	128,000
4164	Part Time - Rec Aides	21,000
4165	Part Time - Senior Leader	9,800
4310	Optional Benefits Program	4,070
4320	Health Insurance	41,900
4340	PERS Retirement	67,250
4350	Medicare	6,300
4361	Life/Disability Insurance	6,490
	<b>TOTAL</b>	<b>609,670</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4252	<b>Janitorial Services</b>	
	Monthly maintenance - Comm. Cntr. & Restrooms	29,400
	Wax & polish floors - Comm. Cntr.	7,200
	Monthly maintenance - Annex	7,800
	<b>TOTAL</b>	<b>44,400</b>
4259	<b>Mechanical Maintenance</b>	
	<b>TOTAL</b>	<b>12,000</b>
4260	<b>General Maintenance</b>	
	Weed Abatement Services	3,500
	Pest Control	800
	Alarm, Fire, CCTV System Monitoring	4,000
	Fire Supression System Inspection & Monitoring	1,400
	Charbroiler Fee - SCAQMD	220

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-16

ACCT. NO.	DESCRIPTION	PARKS - MAINT/FACILITIES
	<b>01-940-59</b>	
4260	Health Permit Fee - Concession Stand	280
	Control Link Fee - Musco	400
	Industrial Waste Pumping Service & Fees	1,000
	<b>TOTAL</b>	<b>11,600</b>
4415	<b>Vehicle Operation</b>	
	Gasoline (Vehicles, Equipment, etc)	3,000
	Chevrolet Silverado (New)	4,000
	Unit 119 (2002 Ford F-150 CNG Truck) - Natural Gas	500
	Scheduled preventive maintenance/mechanical repairs/gas	1,500
	<b>TOTAL</b>	<b>9,000</b>
4420	<b>Travel &amp; Conference</b>	
	<b>TOTAL</b>	-
4425	<b>Memberships/Subscription</b>	
	<b>TOTAL</b>	-
4435	<b>Utilities</b>	
	Edison International (estimated)	83,000
	Southern California Gas (estimated)	5,000
	Cal-American Water/Sunnyslope Water (estimated)	22,000
	<b>TOTAL</b>	<b>110,000</b>
4440	<b>Telephone</b>	
	Local & long distance service (estimated)	3,900
	Internet - City Hall/LOP connection	14,000
	Cellular phones \$250/mo x 12 mo	3,100
	<b>TOTAL</b>	<b>21,000</b>
4455	<b>Uniforms</b>	
	Maintenance personnel uniforms	3,000
	Purchase of Park & Recreation personnel staff shirts	2,000
	<b>TOTAL</b>	<b>5,000</b>
4460	<b>Office Supplies</b>	
	Miscellaneous office supplies	
	<b>TOTAL</b>	<b>1,500</b>
4465	<b>Special Department Supplies</b>	
	Miscellaneous supplies	
	<b>TOTAL</b>	<b>25,000</b>
4490	<b>Training</b>	
	<b>TOTAL</b>	<b>1,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-16

ACCT. NO.	DESCRIPTION	PARKS - MAINT/FACILITIES
01-940-59		
4510	<b>Maintenance &amp; Repair</b>	
	Water irrigation system maintenance & repair	3,000
	Vandalism repairs	4,000
	General plumbing & electrical repairs	3,500
	Landscape materials - plants & trees	9,000
	General repairs	8,500
	<b>TOTAL</b>	<b>28,000</b>
4530	<b>Special Equipment Maintenance</b>	
	Maintenance & repairs to lawnmowers, edgers, & other power equipment	2,500
	<b>TOTAL</b>	<b>2,500</b>
4550	<b>Small Tools</b>	
	Shovels, rakes, brooms and general tool replacement	
	<b>TOTAL</b>	<b>800</b>
4580	<b>Equipment Rental</b>	
	<b>TOTAL</b>	<b>1,100</b>

## 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	ADOPTED		ADOPTED	PROPOSED
	2012-13	2013-14		2014-15	2015-16
Director of Parks & Recreation	0.10	0.15		0.30	0.30
Administrative Coordinator	0.10	0.10		0.25	0.25
Tree Trimmer - Leadworker	1.00	1.00		1.00	1.00
Tree Trimmer	2.00	2.00		2.00	2.00
Part-Time Maintenance Helper	0.37	0.48		0.72	0.72
<b>Total:</b>	<b>3.57</b>	<b>3.73</b>		<b>4.27</b>	<b>4.27</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Personnel Costs	251,085	306,845	300,685	328,880	330,000
Operating Expenses	221,549	254,050	245,360	382,000	383,500
<b>Total:</b>	<b>\$ 472,634</b>	<b>\$ 560,895</b>	<b>\$ 546,045</b>	<b>\$ 710,880</b>	<b>\$ 713,500</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Lighting & Landscape District	301,639	435,995	421,145	587,020	589,640
State Recycling Fund	-	-	-	-	-
Gas Tax Fund	119,669	124,900	124,900	123,860	123,860
TC Tree Restoration Grant	51,326	-	-	-	-
<b>Total:</b>	<b>\$ 472,634</b>	<b>\$ 560,895</b>	<b>\$ 546,045</b>	<b>\$ 710,880</b>	<b>\$ 713,500</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2014-15	2015-16
Citizen requests received and processed.	600	600
Trees trimmed 1/.	1,000	1,000
Trees planted 2/.	100	100
Meetings with private contractors to insure compliance.	12	12

#### FOOTNOTES:

1/ Includes trimming by City crew and contract crew for FY 2013-14.

2/ Includes plantings by City crew and contract crew for FY 2013-14

**PARKS & RECREATION**

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

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<b>ACCT.</b>					
4122 Director of Parks & Recreation	19,733	20,065	20,065	20,875	20,875
4124 Administrative Coordinator	6,801	7,085	7,085	6,815	6,815
4141 Tree Trimmer	50,871	56,860	56,860	56,860	56,860
4142 Tree Trimmer	45,352	48,600	47,245	47,245	47,245
4143 Tree Trimmer Lead Worker	61,545	62,770	62,770	62,785	62,785
4150 Overtime	1,835	5,000	4,800	4,000	4,000
4161 Part-Time Mtn. Worker	1,644	14,450	13,000	28,000	29,120
4310 Optional Benefits Program	1,485	2,670	2,670	2,920	2,920
4320 Health Insurance	24,316	35,525	32,370	38,890	38,890
4340 PERS Retirement	27,716	42,635	42,635	53,260	53,260
4350 Medicare Tax	3,726	1,840	1,840	2,160	2,160
4360 Other Insurance	6,061	9,345	9,345	-	-
4361 Life/Disability Insurance	-	-	-	5,070	5,070
<b>Total:</b>	<b>\$ 251,085</b>	<b>\$ 306,845</b>	<b>\$ 300,685</b>	<b>\$ 328,880</b>	<b>\$ 330,000</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<b>ACCT.</b>					
4254 Tree Trimming (Contract)	70,217	80,000	65,000	85,000	85,000
4260 General Maintenance	965	800	500	800	800
4261 Tree Removal	33,193	60,000	40,000	35,000	35,000
4264 Median Maintenance	32,358	28,500	31,700	147,700	147,700
4415 Vehicle Operation	18,226	15,000	18,800	17,500	17,500
4420 Travel & Conference	875	-	-	-	-
4425 Memberships/Subscriptions	185	300	280	350	350
4435 Utilities	52,989	45,000	65,000	70,500	72,000
4440 Telephone	1,379	1,500	1,400	1,500	1,500
4455 Uniforms	1,039	1,500	1,500	2,000	2,000
4465 Special Dept. Supplies	1,695	4,000	4,000	3,000	3,000
4490 Training	860	1,000	1,000	1,000	1,000
4510 Maintenance & Repair	966	2,000	2,000	2,500	2,500
4530 Special Equipment Maint.	1,233	1,500	1,480	2,000	2,000
4550 Small Tool Replacement	-	200	400	400	400
4580 Equipment Rental	-	250	-	250	250
4660 Tree Planting	(373)	5,000	4,800	5,000	5,000
4960 Administrative Charges	5,742	7,500	7,500	7,500	7,500
<b>Total:</b>	<b>\$ 221,549</b>	<b>\$ 254,050</b>	<b>\$ 245,360</b>	<b>\$ 382,000</b>	<b>\$ 383,500</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.*

**ACCT.**

- 4150 Adjustment (+) due to policy changes regarding comp time.
- 4161 Adjustment (+) reflects cost for additional hours for part time staff.
- 4261 Adjustment (-) trees removed in 2013-14 from 2011 windstorm.
- 4264 Adjustment (+) due to increase in cost for median maintenance on Rosemead Blvd.
- 4435 Adjustment (+) due to increase in water for medians on Rosemead Blvd.
- 4455 Adjustment (+) due to additional uniforms required.
- 4465 Adjustment (-) based on true need.
- 4510 Adjustment (+) reflects true need.
- 4530 Adjustment (+) reflects true need.
- 4550 Adjustment (+) reflects true need based on previous year.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-15

ACCT. NO.	DESCRIPTION	TREES & PARKWAYS
47-970-83		
	<b>SALARIES AND BENEFITS</b>	
4122	Director of Parks & Recreation (15%)	20,875
4124	Administrative Coordinator (10%)	6,815
4141	Tree Trimmer (\$22,455 Funded w/Gas Tax)	56,860
4142	Tree Trimmer (\$27,325 Funded w/Gas Tax)	47,245
4143	Tree Trimmer Leadworker (\$30,170 Funded w/Gas Tax) (50% of Tree Trimmers salary will be funded with Gas Tax funds)	62,785
4150	Overtime (After hours service/emergency calls)	4,000
4161	Part-Time Maintenance Worker (30 hrs/wk x 50 wks x \$18.67)	28,000
4310	Optional Benefits Program	2,920
4320	Health Insurance	38,890
4340	PERS Retirement	53,260
4350	Medicare	2,160
4361	Life/Disability Insurance (Note: 50% of Tree Trimmers benefits will be funded with Gas Tax funds)	5,070
	<b>TOTAL</b>	<b>328,880</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4254	<b>Tree Trimming</b> Scheduled Citywide tree maintenance - 4 year trim cycle - 2 districts per year Trim Ficus and Palms once per year	
	<b>TOTAL</b>	<b>85,000</b>
4260	<b>General Maintenance</b> Chemical eradication services (estimated)	
	<b>TOTAL</b>	<b>800</b>
4261	<b>Tree Removal</b> Removal of dead, diseased or hazardous trees Debris removal and replace with clean fill dirt 100 trees x \$95 per site	
	<b>TOTAL</b>	<b>35,000</b>
4264	<b>Median Maintenance</b> Baldwin, Santa Anita, Las Tunas & Lower Azusa Median Maintenance/Contract Repairs - \$27,700 Rosemead Blvd. Median Maintenance - \$120,000	
	<b>TOTAL</b>	<b>147,700</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-15

ACCT. NO.	DESCRIPTION	TREES & PARKWAYS
47-970-83		
4415	<b>Vehicle Operation</b> Estimated fuel consumption (Unit 101, 104, 105, 106, 107, 109) Tire replacement, extraordinary repairs & scheduled preventative maintenance Required annual safety inspection for Unit 105, including dielectric test Tractor servicing	<b>TOTAL 17,500</b>
4425	<b>Memberships/Subscriptions</b> International Society of Arborist (ISA) Society of Municipal Arborist	<b>TOTAL 350</b>
4435	<b>Utilities</b> 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)	<b>TOTAL 70,500</b>
4440	<b>Telephone</b> AT & T- local and long distance service (estimated) Cell phone usage (Lead Tree Trimmer and two Tree Trimmers) additional cell phone accessories	<b>TOTAL 1,500</b>
4455	<b>Uniforms</b> Tree Maintenance Personnel uniforms	<b>TOTAL 2,000</b>
4465	<b>Special Department Supplies</b> Safety equipment Saws, chain saws, saw chains, bars and oil Rope, gloves, batteries Tree stakes, ties, shovels, rakes, and brooms	<b>TOTAL 3,000</b>
4490	<b>Training</b> Training workshops, seminars, conferences and related reference materials Training for Class B Driver's License	<b>TOTAL 1,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-15

ACCT. NO.	DESCRIPTION	TREES & PARKWAYS
47-970-83		
4510	<b>Maintenance &amp; Repair</b> 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	<b>TOTAL</b> <b>2,500</b>
4530	<b>Special Equipment Maintenance</b> 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	<b>TOTAL</b> <b>2,000</b>
4550	<b>Small Tool Replacement</b>	<b>TOTAL</b> <b>400</b>
4580	<b>Equipment Rental</b> Safety signal unit	<b>TOTAL</b> <b>250</b>
4660	<b>Tree Planting</b> Replacement trees for removals resulting from disease, storm damage, natural deterioration, citizen service requests and community development projects	<b>TOTAL</b> <b>5,000</b>
4960	<b>Administrative Charges</b> Reimbursement for general fund direct and indirect costs associated with managing the program budget	<b>TOTAL</b> <b>7,500</b>

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-16**

ACCT. NO.	DESCRIPTION	TREES & PARKWAYS
<b>47-970-83</b>		
	<b>SALARIES AND BENEFITS</b>	
4122	Director of Parks & Recreation (15%)	20,875
4130	Administrative Coordinator (10%)	6,815
4141	Tree Trimmer (\$22,455 Funded w/Gas Tax)	56,860
4142	Tree Trimmer (\$27,325 Funded w/Gas Tax)	47,245
4143	Tree Trimmer Leadworker (\$30,170 Funded w/Gas Tax) (50% of Tree Trimmers salary will be funded with Gas Tax funds)	62,785
4150	Overtime (After hours service/emergency calls)	4,000
4161	Part-Time Maintenance Worker (30 hrs/wk x 50 wks x \$19.41)	29,120
4310	Optional Benefits Program	2,920
4320	Health Insurance	38,890
4340	PERS Retirement	53,260
4350	Medicare	2,160
4361	Life/Disability Insurance (50% of Tree Trimmers benefits will be funded with Gas Tax funds)	5,070
	<b>TOTAL</b>	<b>330,000</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4254	<b>Tree Trimming</b> Scheduled Citywide tree maintenance - 4 year trim cycle - 2 districts per year Trim Ficus and Palms once per year	
	<b>TOTAL</b>	<b>85,000</b>
4260	<b>General Maintenance</b> Chemical eradication services (estimated)	
	<b>TOTAL</b>	<b>800</b>
4261	<b>Tree Removal</b> Removal of dead, diseased or hazardous trees Debris removal and replace with clean fill dirt 100 trees x \$95 per site	
	<b>TOTAL</b>	<b>35,000</b>
4264	<b>Median Maintenance</b> Baldwin, Santa Anita, Las Tunas & Lower Azusa Median Maintenance/Contract Repairs - \$27,700 Rosemead Blvd. Median Maintenance - \$120,000	
	<b>TOTAL</b>	<b>147,700</b>
4415	<b>Vehicle Operation</b> Estimated fuel consumption (Unit 101, 104, 105, 106, 107, 109) Tire replacement, extraordinary repairs & scheduled preventative maintenance Required annual safety inspection for Unit 105, including dielectric test Tractor servicing	
	<b>TOTAL</b>	<b>17,500</b>

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-16**

ACCT. NO.	DESCRIPTION	TREES & PARKWAYS
	<b>47-970-83</b>	
4425	<b>Memberships/Subscriptions</b> International Society of Arborist (ISA) Society of Municipal Arborist	<b>TOTAL 350</b>
4435	<b>Utilities</b> 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)	<b>TOTAL 72,000</b>
4440	<b>Telephone</b> AT & T- local and long distance service (estimated) Cell phone usage (Lead Tree Trimmer and two Tree Trimmers) additional cell phone accessories	<b>TOTAL 1,500</b>
4455	<b>Uniforms</b> Tree Maintenance Personnel uniforms	<b>TOTAL 2,000</b>
4465	<b>Special Department Supplies</b> Safety equipment Saws, chain saws, saw chains, bars and oil Rope, gloves, batteries Tree stakes, ties, shovels, rakes, and brooms	<b>TOTAL 3,000</b>
4490	<b>Training</b> Training workshops, seminars, conferences and related reference materials Training for Class B Driver's License	<b>TOTAL 1,000</b>
4510	<b>Maintenance &amp; Repair</b> 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	<b>TOTAL 2,500</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-16

ACCT. NO.	DESCRIPTION	TREES & PARKWAYS
<b>47-970-83</b>		
4530	<b>Special Equipment Maintenance</b> 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	<b>TOTAL 2,000</b>
4550	<b>Small Tool Replacement</b>	<b>TOTAL 400</b>
4580	<b>Equipment Rental</b> Safety signal unit	<b>TOTAL 250</b>
4660	<b>Tree Planting</b> Replacement trees for removals resulting from disease, storm damage, natural deterioration, citizen service requests and community development projects	<b>TOTAL 5,000</b>
4960	<b>Administrative Charges</b> Reimbursement for general fund direct and indirect costs associated with managing the program budget	<b>TOTAL 7,500</b>

# COMMUNITY DEVELOPMENT

**Program 53: Planning**

Guide physical & economic development

**Program 54: Building**

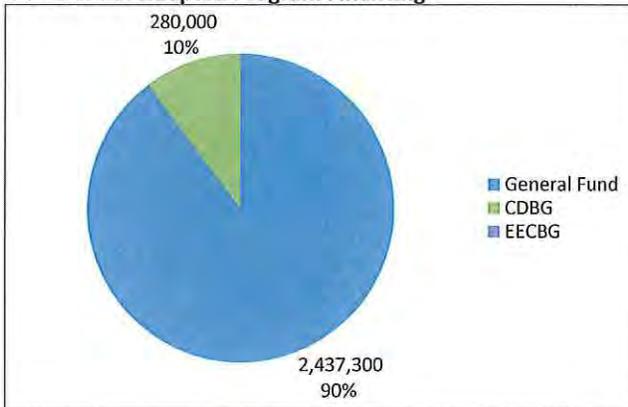
Building permitting and inspection

**Program 55: Housing**

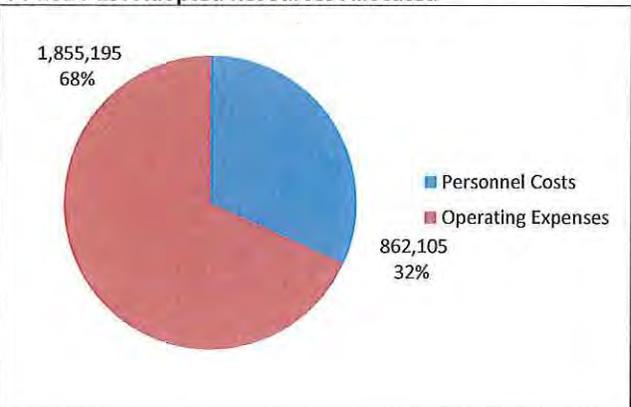
Preserve and improve housing

## DEPARTMENT SUMMARY

**FY 2014-15: Adopted Program Financing**



**FY 2014-15: Adopted Resources Allocated**



	<i>ACTUAL</i> 2012-13	<i>ADOPTED</i> 2013-14	<i>ESTIMATED</i> 2013-14	<i>ADOPTED</i> 2014-15	<i>PROPOSED</i> 2015-16
<b>RESOURCES ALLOCATED</b>					
Personnel Costs	756,543	863,970	847,305	862,105	862,105
Operating Expenses	779,818	2,691,885	1,057,575	1,855,195	536,445
<b>Total:</b>	<b>\$ 1,536,361</b>	<b>\$ 3,555,855</b>	<b>\$ 1,904,880</b>	<b>\$ 2,717,300</b>	<b>\$ 1,398,550</b>
<b>PROGRAM FINANCING</b>					
General Fund	1,410,746	3,430,855	1,579,880	2,437,300	1,267,300
Successor Agency to the CRA	-	-	-	-	-
CDBG	21,381	125,000	325,000	280,000	131,250
EECBG	104,234	-	-	-	-
<b>Total:</b>	<b>\$ 1,536,361</b>	<b>\$ 3,555,855</b>	<b>\$ 1,904,880</b>	<b>\$ 2,717,300</b>	<b>\$ 1,398,550</b>
<b>PERSONNEL (FTE)</b>					
	8.40	8.19		8.78	8.78
<b>Total:</b>	<b>8.40</b>	<b>8.19</b>		<b>8.78</b>	<b>8.78</b>

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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.

	ACTUAL 2012-13	ADOPTED 2013-14		ADOPTED 2014-15	PROPOSED 2015-16
<b>STAFFING SUMMARY (FTEs)</b>					
Office Assistant	0.00	0.20		0.20	0.20
Community Dev Director	0.25	0.25		0.25	0.25
Community Dev Manager	0.70	0.00		0.00	0.00
Planning Manager 1/	0.00	0.60		0.50	0.50
Secretary - Comm. Dev	0.40	0.40		0.40	0.40
Associate Planner	1.00	1.00		1.00	1.00
Associate Planner	1.00	1.00		1.00	1.00
Part-Time Positions 2/	2.30	1.25		0.88	0.88
<b>Total:</b>	<b>5.65</b>	<b>4.70</b>		<b>4.23</b>	<b>4.23</b>

	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<b>BUDGET SUMMARY</b>					
Personnel Costs	519,330	488,520	480,755	446,900	446,900
Operating Expenses	149,971	1,761,660	431,225	1,212,150	57,150
<b>Total:</b>	<b>\$ 669,301</b>	<b>\$ 2,250,180</b>	<b>\$ 911,980</b>	<b>\$ 1,659,050</b>	<b>\$ 504,050</b>

	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<b>FUNDING SOURCES</b>					
General Fund	669,301	2,250,180	911,980	1,659,050	504,050
<b>Total:</b>	<b>\$ 669,301</b>	<b>\$ 2,250,180</b>	<b>\$ 911,980</b>	<b>\$ 1,659,050</b>	<b>\$ 504,050</b>

### KEY PROGRAM GOALS

1. General Plan Update.
2. Complete development of "Day Spa" Ordinance
3. Implement Housing Program and other CDBG funded programs or projects.

	ADOPTED 2014-15	PROPOSED 2015-16
<b>KEY WORKLOAD MEASURES</b>		
Planning Commission reports reviewed and approved.	40	40
City Council reports reviewed and approved.	40	40
Planning related inquiries resolved at public counter or via telephone/e-mail.	3,500	3,500
Planning Commission cases processed (CUPs, ZVs, subdivisions, etc.).	40	40
Site Plan Reviews processed.	250	250
Sign Permits processed.	70	70

### FOOTNOTES:

- 1/ Reallocated time from Planning Budget to equal time between divisions.
- 2/ Part-time Management Analyst reallocated from Administration

**COMMUNITY DEVELOPMENT**

Program: Planning  
Account: 01-930-53

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<b>ACCT.</b>					
4117 Community Dev Director	27,759	33,440	25,205	33,745	33,745
4118 Planning Manager	33,203	70,445	70,445	61,055	61,055
4119 Secretary - Comm. Dev	24,033	24,145	24,145	24,145	24,145
4148 Associate Planner	69,650	73,395	70,575	73,405	73,405
4149 Associate Planner	69,256	73,395	73,395	76,330	76,330
4116 Office Assistant	-	8,665	8,665	8,730	8,730
4150 Overtime	14,991	12,000	10,000	4,000	4,000
4161 Part Time	148,141	82,025	92,000	54,370	54,370
4310 Optional Benefits Program	3,061	2,835	2,770	2,835	2,835
4320 Health Insurance	50,139	36,690	32,070	36,300	36,300
4340 PERS Retirement	57,151	54,590	54,590	60,865	60,865
4350 Medicare Tax	9,449	4,865	4,865	4,810	4,810
4360 Other Insurance	12,497	12,030	12,030	-	-
4361 Life/Disability Insurance	-	-	-	6,310	6,310
<b>Total:</b>	<b>\$ 519,330</b>	<b>\$ 488,520</b>	<b>\$ 480,755</b>	<b>\$ 446,900</b>	<b>\$ 446,900</b>

OPERATING EXPENSES	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<b>ACCT.</b>					
4216 Contract Service - Public	18,923	15,000	12,000	5,000	-
4231 Prv/Spc Contract Services	76,703	1,715,325	400,000	1,175,000	25,000
4405 Mileage Reimbursement	1,375	2,100	-	2,100	2,100
4410 Meeting Expense	392	400	-	400	400
4415 Vehicle Operation	452	500	250	500	500
4420 Travel & Conference	4,521	11,400	3,000	11,400	11,400
4425 Memberships/Subscriptions	5,388	5,175	5,175	1,590	1,590
4440 Telephone	916	660	-	660	660
4445 Printing	500	300	700	1,000	1,000
4450 Postage	-	2,000	-	2,000	2,000
4465 Special Dept Supplies	5,057	3,700	7,000	-	-
4470 Legal Advertising	4,209	3,000	1,500	3,000	3,000
4490 Training	2,893	500	-	500	500
4530 Special Equipment Maint	3,642	1,600	1,600	-	-
4650 Façade Improvement	25,000	-	-	-	-
4790 Business License Enforcement	-	-	-	9,000	9,000
<b>Total:</b>	<b>\$ 149,971</b>	<b>\$ 1,761,660</b>	<b>\$ 431,225</b>	<b>\$ 1,212,150</b>	<b>\$ 57,150</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.*

**ACCT.**

- 4150 Adjustment (-) decrease due to less meetings that require staff overtime.
- 4161 Adjustment (+) increase due to reallocation of Management Analyst from Administration and Engineering.
- 4216 Adjustment (-) decrease due to reduced use of LA County for track map reviews.
- 4231 Adjustment (-) decrease due to completion or progress in completing one-time projects.
- 4425 Adjustment (-) decrease due to SCAG Membership being reallocated elsewhere in the budget
- 4465 Adjustment (-) decrease due office supplies being combined into one account (under Building).
- 4530 Adjustment (-) decrease due to one time equipment purchases.
- 4790 Adjustment (+) increase as line item moved from Law Enforcement.

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015**

ACCT. NO.	DESCRIPTION	PLANNING
<b>01-930-53</b>		
<b>SALARIES AND BENEFITS</b>		
4117	Community Development Director (25%)	33,745
4118	Planning Manager (50%)	61,055
4119	Secretary - Comm Dev (40%)	24,145
4148	Associate Planner	73,405
4149	Associate Planner	76,330
4116	Office Assistant (20%)	8,730
4150	Overtime	4,000
	These funds are used to pay for the Planning staff's attendance at all Planning Commission meetings.	
4161	Part Time 1 Management Analysts ( 35hrs/wk x 52 wk/yr)	54,370
4310	Optional Benefits Program	2,835
4320	Health Insurance	36,300
4340	PERS Retirement	60,865
4350	Medicare	4,810
4361	Life/Disability Insurance	6,310
		<b>TOTAL 446,900</b>
<b>MAINTENANCE AND OPERATIONS</b>		
4216	<b>Contract Services - Public</b> Used to pay for LA County to plan check fees Tentative Tract & Parcel Maps (reimbursable)	
		<b>TOTAL 5,000</b>
4231	<b>Prv/Spc Contract Services</b> General Plan Update (To be funded by General Fund Reseved) 1,000,000 P3 Overlay Master Plan (To be funded by General Fund Reserved) 150,000 Map Reviews by Transtech (Reimburseable) 15,000 Miscellaneous Reviews that require Consultant Services 10,000	
		<b>TOTAL 1,175,000</b>
4405	<b>Mileage Reimbursement</b> Auto allowance per Contract Agreement for CD Director 1,800 Staff use of personal vehicles for City business 300	
		<b>TOTAL 2,100</b>
4410	<b>Meeting Expense</b> Used to pay for various meetings which may be attended by Staff.	
		<b>TOTAL 400</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	PLANNING
	<b>01-930-53</b>	
4415	<b>Vehicle Operation</b> Fuel, Preventive Maintenance and Repair	<b>TOTAL 500</b>
4420	<b>Travel &amp; Conference</b>  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  <i>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.</i>	<b>TOTAL 11,400</b>
4425	<b>Memberships/Subscriptions</b> <i>Annual membership in the American Planning Association (APA) and American Institute of Certified Planners (AICP)</i> Community Development Director (APA and AICP) 660 Associate Planners (2) 680 Planning Commissioners 250	<b>TOTAL 1,590</b>
4440	<b>Telephone</b> Cellular telephone for Community Development Director	<b>TOTAL 660</b>
4445	<b>Printing</b> Plotter Supplies	<b>TOTAL 1,000</b>
4450	<b>Postage</b> Business License renewals, notices, and licenses (est. of 1,850 mailings x 48 cents x 2) plus business license late notices.	<b>TOTAL 2,000</b>
4470	<b>Legal Advertising</b> Planning department legal notices on public hearing items	<b>TOTAL 3,000</b>

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015**

ACCT. NO.	DESCRIPTION	PLANNING
	<b>01-930-53</b>	
4490	<b>Training</b> Staff Training (as approved by the Community Development Director)  <i>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.</i>	<b>TOTAL 500</b>
4650	<b>Façade Improvement</b>	<b>TOTAL -</b>
4790	<b>Business License Enforcement</b> Background Checks to LA County Sheriff	<b>TOTAL 9,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION	PLANNING
	<b>01-930-53</b>	
	<b>SALARIES AND BENEFITS</b>	
4117	Community Development Director (25%)	33,745
4118	Planning Manager (50%)	61,055
4119	Secretary - Comm Dev (40%)	24,145
4148	Associate Planner	73,405
4149	Associate Planner	76,330
4116	Office Assistant (20%)	8,730
4150	Overtime	4,000
	<i>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.</i>	
4161	Part Time 1 Management Analysts ( 35hrs/wk x 52 wk/yr)	54,370
4310	Optional Benefits Program	2,835
4320	Health Insurance	36,300
4340	PERS Retirement	60,865
4350	Medicare	4,810
4361	Life/Disability Insurance	6,310
	<b>TOTAL</b>	<b>446,900</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4216	<b>Contract Services - Public</b> <i>These funds are used to pay for LA County to plan check fees Tentative Tract &amp; Parcel Maps (reimbursable)</i>	
	<b>TOTAL</b>	-
4231	<b>Prv/Spc Contract Services</b> Map Reviews by Transtech (Reimburseable) 15,000 Miscellaneous Reviews that require Consultant Services 10,000	
	<b>TOTAL</b>	<b>25,000</b>
4405	<b>Mileage Reimbursement</b> Auto allowance per Contract Agreement for CD Director 1,800 Staff use of personal vehicles for City business 300	
	<b>TOTAL</b>	<b>2,100</b>
4410	<b>Meeting Expense</b> <i>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.</i>	
	<b>TOTAL</b>	<b>400</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION	PLANNING
	<b>01-930-53</b>	
4415	<b>Vehicle Operation</b> Fuel, Preventive Maintenance and Repair	<b>TOTAL 500</b>
4420	<b>Travel &amp; Conference</b> 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  <i>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.</i>	<b>TOTAL 11,400</b>
4425	<b>Memberships/Subscriptions</b> <i>Annual membership in the American Planning Association (APA) and American Institute of Certified Planners (AICP)</i>  Community Development Director (APA and AICP) 660 Associate Planners (2) 680 Planning Commissioners 250	<b>TOTAL 1,590</b>
4440	<b>Telephone</b> Cellular telephone for Community Development Director	<b>TOTAL 660</b>
4445	<b>Printing</b> Plotter Supplies	<b>TOTAL 1,000</b>
4450	<b>Postage</b> Business License renewals, notices, and licenses (est. of 1,850 mailings x 48 cents x 2) plus business license late notices.	<b>TOTAL 2,000</b>
4465	<b>Special Department Supplies</b>	<b>TOTAL -</b>
4470	<b>Legal Advertising</b> Planning department legal notices on public hearing items	<b>TOTAL 3,000</b>

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2015-2016

ACCT. NO.	DESCRIPTION	PLANNING
	<b>01-930-53</b>	
4490	<b>Training</b> Staff Training (as approved by the Community Development Director)  <i>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.</i>	500
	<b>TOTAL</b>	
4650	<b>Façade Improvement</b>	-
	<b>TOTAL</b>	
4790	<b>Business License Enforcement</b> Background Checks to LA County Sheriff	9,000
	<b>TOTAL</b>	

## COMMUNITY DEVELOPMENT

Program: Building  
Account: 01-930-54

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2012-13	2013-14		2014-15	2015-16
Community Dev Director	0.15	0.20		0.20	0.20
Community Dev Manager	0.20	0.00		0.00	0.00
Secretary - Comm. Dev	0.10	0.60		0.60	0.60
Building/Housing Assistant	0.85	0.85		0.85	0.85
Building Inspector	0.80	0.80		0.80	0.80
Planning Manager 1/	0.00	0.40		0.50	0.50
Office Assistant	0.00	0.20		0.20	0.20
Part-Time Positions 2/	0.00	0.04		1.00	1.00
<b>Total:</b>	<b>2.10</b>	<b>3.09</b>		<b>4.15</b>	<b>4.15</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Personnel Costs	175,408	331,300	325,710	372,565	372,565
Operating Expenses	311,054	568,875	301,350	362,895	347,895
<b>Total:</b>	<b>\$ 486,462</b>	<b>\$ 900,175</b>	<b>\$ 627,060</b>	<b>\$ 735,460</b>	<b>\$ 720,460</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
General Fund	486,462	900,175	627,060	735,460	720,460
<b>Total:</b>	<b>\$ 486,462</b>	<b>\$ 900,175</b>	<b>\$ 627,060</b>	<b>\$ 735,460</b>	<b>\$ 720,460</b>

### KEY PROGRAM GOALS

1. Cost savings and faster reviews through private outsourcing of plan check services.
2. Cross training of staff to provide more complete counter and permit services.
3. Building Permit Transition to eLMS (Enterprise Land Management System).
4. Improve overall coordination with Community Preservation and Planning.

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2014-15	2015-16
Permits issued	1,800	1,800
Inspections conducted	2,900	2,900
Building related inquiries resolved at public counter or via telephone/e-mail	4,000	4,000

#### FOOTNOTES:

- 1/ Reallocated time from Planning Budget to equal time between divisions.
- 2/ Allocation for Receptionist position.

**COMMUNITY DEVELOPMENT**

Program: Building  
Account: 01-930-54

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<b>ACCT.</b>					
4117 Community Dev Director	16,656	26,755	20,165	26,995	26,995
4118 Planning Manager	-	46,960	46,960	61,055	61,055
4119 Secretary - Comm. Dev	6,008	36,215	36,215	36,215	36,215
4120 Building/Housing Assistant	50,646	51,305	51,305	51,305	51,305
4131 Building Inspector	54,894	60,570	58,235	58,235	58,235
4116 Office Assistant	-	8,665	8,665	8,730	8,730
4150 Overtime	2,520	750	750	750	750
4161 Part Time	-	2,000	2,000	35,880	35,880
4310 Optional Benefits Program	1,034	2,505	3,110	2,505	2,505
4320 Health Insurance	16,931	38,025	40,755	32,910	32,910
4340 PERS Retirement	19,298	45,130	45,130	49,050	49,050
4350 Medicare Tax	3,201	3,340	3,340	3,860	3,860
4360 Other Insurance	4,220	9,080	9,080	-	-
4361 Life/Disability Insurance	-	-	-	5,075	5,075
<b>Total:</b>	<b>\$ 175,408</b>	<b>\$ 331,300</b>	<b>\$ 325,710</b>	<b>\$ 372,565</b>	<b>\$ 372,565</b>

OPERATING EXPENSES	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<b>ACCT.</b>					
4213 LA CO - Bldg & Safety	101,725	25,000	15,000	15,000	-
4217 LA CO - Industrial Waste	16,907	15,000	14,000	15,000	15,000
4231 Prv/Spc Contract Services	189,320	523,500	270,000	290,000	290,000
4415 Vehicle Operation	421	750	150	750	750
4425 Memberships/Subscriptions	830	275	-	22,275	22,275
4440 Telephone	371	350	-	350	350
4455 Uniforms	322	-	-	-	-
4465 Special Dept Supplies	133	2,000	2,200	6,000	6,000
4490 Training	1,025	2,000	-	2,000	2,000
4530 Special Equipment Maintenance	-	-	-	11,520	11,520
<b>Total:</b>	<b>\$ 311,054</b>	<b>\$ 568,875</b>	<b>\$ 301,350</b>	<b>\$ 362,895</b>	<b>\$ 347,895</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.*

**ACCT.**

- 4161 Adjustment (+) increase due to reallocating Office Assistant (Receptionist) position.
- 4213 Adjustment (-) decrease due to bringing plan checks in-house.
- 4231 Adjustment (-) decrease due to bringing plan checks in-house.
- 4465 Adjustment (+) increase due to reallocating supplies under one account rather than spread across Divisions.

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015**

ACCT. NO.	DESCRIPTION	BUILDING
	<b>01-930-54</b>	
	<b>SALARIES AND BENEFITS</b>	
4117	Community Development Director (20%)	26,995
4118	Planning Manager (50%)	61,055
4119	Secretary - Comm Dev (60%)	36,215
4120	Building/Housing Assistant (85%)	51,305
4131	Building Inspector (80%)	58,235
4116	Office Assistant (20%)	8,730
4150	Overtime	750
4161	Part Time Receptionist/Office Assistant 8 hrs/day X 5 days x 52 wk X \$17.25/hr.)	35,880
4310	Optional Benefits Program	2,505
4320	Health Insurance	32,910
4340	PERS Retirement	49,050
4350	Medicare	3,860
4361	Life/Disability Insurance	5,075
	<b>TOTAL</b>	<b>372,565</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4213	<b>LA Co - Bldg &amp; Safety</b> <i>The City was contracted with LACO DPW building division to perform building plan checks. These charges are reimbursable costs, therefore, the budgeted amount is offset by fees collected from applicants. The amount is being reduced because all plan checks are being performed under one contract, which will provide greater customer service and better staff coordination.</i>	
	<b>TOTAL</b>	<b>15,000</b>
4217	<b>LA Co - Industrial Waste</b> <i>This category covers the cost of industrial waste licensing inspections. Industrial waste fees have been adopted to offset these costs.</i>	
	<b>TOTAL</b>	<b>15,000</b>
4231	<b>Prv/Spc Contract Services</b> <i>The City has contracted with Transtech to perform building plan checks which are offset 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)</i>	
	<b>TOTAL</b>	<b>290,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	BUILDING
	<b>01-930-54</b>	
4415	<b>Vehicle Operation</b> Fuel and Repairs for Building Inspector vehicle	<b>TOTAL 750</b>
4425	<b>Membership/Subscriptions</b> California Building Official /Inspector 275 Membership in LARIAC (provides access to County GIS Data and Aerial Photography) 22,000	<b>TOTAL 22,275</b>
4440	<b>Telephone</b> Cell phone for Building Inspector (will be transitioning to communication on radios)	<b>TOTAL 350</b>
4465	<b>Special Department Supplies</b>	<b>TOTAL 6,000</b>
4490	<b>Training</b> Certification and training for permit tech and building inspector	<b>TOTAL 2,000</b>
4530	<b>Special Equipment Maintenance</b> Edgesoft Permitting Software	<b>TOTAL 11,520</b>

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016**

ACCT. NO.	DESCRIPTION	BUILDING
	<b>01-930-54</b>	
	<b>SALARIES AND BENEFITS</b>	
4117	Community Development Director (20%)	26,995
4118	Planning Manager (50%)	61,055
4119	Secretary - Comm Dev (60%)	36,215
4120	Building/Housing Assistant (85%)	51,305
4131	Building Inspector (80%)	58,235
4116	Office Assistant (20%)	8,730
4150	Overtime	750
4161	Part Time Receptionist/Office Assistant 8 hrs/day X 5 days x 52 wk X \$17.25/hr.)	35,880
4310	Optional Benefits Program	2,505
4320	Health Insurance	32,910
4340	PERS Retirement	49,050
4350	Medicare	3,860
4361	Life/Disability Insurance	5,075
	<b>TOTAL</b>	<b>372,565</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4213	<b>LA Co - Bldg &amp; Safety</b> <i>The City was contracted with LACO DPW building division to perform building plan checks. These charges are reimbursable costs, therefore, the budgeted amount is offset by fees collected from applicants. The amount is being reduced because all plan checks are being performed under one contract, which will provide greater customer service and better staff coordination.</i>	
	<b>TOTAL</b>	-
4217	<b>LA Co - Industrial Waste</b> <i>This category covers the cost of industrial waste licensing inspections. Industrial waste fees have been adopted to offset these costs.</i>	
	<b>TOTAL</b>	<b>15,000</b>
4231	<b>Prv/Spc Contract Services</b> <i>The City has contracted with Transtech to perform building plan checks which are offset 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)</i>	
	<b>TOTAL</b>	<b>290,000</b>
4415	<b>Vehicle Operation</b> Fuel and Repairs for Building Inspector vehicle	
	<b>TOTAL</b>	<b>750</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION	BUILDING
	<b>01-930-54</b>	
4425	<b>Membership/Subscriptions</b> California Building Official /Inspector Membership in LARIAC (provides access to County GIS Data and Aerial Photography)	275 22,000
	<b>TOTAL</b>	<b>22,275</b>
4440	<b>Telephone</b> Cell phone for Building Inspector (will be transitioning to communication on radios)	
	<b>TOTAL</b>	<b>350</b>
4465	<b>Special Department Supplies</b>	
	<b>TOTAL</b>	<b>6,000</b>
4490	<b>Training</b> Certification and training for permit tech and building inspector	
	<b>TOTAL</b>	<b>2,000</b>
4530	<b>Special Equipment Maintenance</b> Edgesoft Permitting Software	
	<b>TOTAL</b>	<b>11,520</b>

## COMMUNITY DEVELOPMENT

Program: Housing  
Account: 01-930-55

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2012-13	2013-14		2014-15	2015-16
Accountant	0.15	0.00		0.00	0.00
Community Dev Director	0.05	0.05		0.05	0.05
Secretary - Comm Dev	0.10	0.00		0.00	0.00
Building/Housing Asst	0.15	0.15		0.15	0.15
Building Inspector	0.20	0.20		0.20	0.20
<b>Total:</b>	<b>0.65</b>	<b>0.40</b>		<b>0.40</b>	<b>0.40</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Personnel Costs	61,805	44,150	40,840	42,640	42,640
Operating Expenses	318,793	361,350	325,000	280,150	131,400
<b>Total:</b>	<b>\$ 380,598</b>	<b>\$ 405,500</b>	<b>\$ 365,840</b>	<b>\$ 322,790</b>	<b>\$ 174,040</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
General Fund	254,983	280,500	40,840	42,790	42,790
CDBG	21,381	125,000	325,000	280,000	131,250
EECBG	104,234	-	-	-	-
<b>Total:</b>	<b>\$ 380,598</b>	<b>\$ 405,500</b>	<b>\$ 365,840</b>	<b>\$ 322,790</b>	<b>\$ 174,040</b>

### KEY PROGRAM GOALS

1. Coordinate with the Successor to the Temple City Community Redevelopment Agency to update and improve affordable housing strategy and programs.
2. Implement Housing Program and other CDBG funded programs or projects.
3. Re-evaluate housing programs due to dissolution of the redevelopment agency, such as Brush with Kindness Program.
4. Implement EECBG grant program for residential energy efficiency improvements.

### KEY WORKLOAD MEASURES

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2014-15	2015-16
Housing Rehabilitation Loan Program projects administered	6	4
ADA Improvement Projects Completed	2	1

## COMMUNITY DEVELOPMENT

Program:           Housing  
Account:           01-930-55

### EXPENDITURE DETAIL

PERSONNEL	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2014-15
<b>ACCT.</b>					
4114 Accountant	11,631	-	-	-	-
4117 Community Dev Director	5,552	6,690	5,040	6,750	6,750
4119 Secretary - Comm Dev	6,008	-	-	-	-
4120 Building/Housing Asst	8,938	9,055	9,055	9,055	9,055
4131 Building Inspector	13,723	15,140	14,560	14,560	14,560
4150 Overtime	179	-	-	-	-
4310 Optional Benefits Program	365	330	315	330	330
4320 Health Insurance	5,978	5,010	3,945	4,140	4,140
4340 PERS Retirement	6,815	6,270	6,270	6,695	6,695
4350 Medicare Tax	1,126	450	450	440	440
4360 Other Insurance	1,490	1,205	1,205	-	-
4361 Life/Disability Insurance				670	670
<b>Total:</b>	<b>\$ 61,805</b>	<b>\$ 44,150</b>	<b>\$ 40,840</b>	<b>\$ 42,640</b>	<b>\$ 42,640</b>

OPERATING EXPENSES	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<b>ACCT.</b>					
4231 Prv/Spc Contract Services	119,582	75,000	75,000	45,000	31,250
4405 Mileage Reimbursement	-	50	-	50	50
4410 Meeting Expense	-	100	-	100	100
4465 Special Dept Supplies	-	200	-	-	-
4930 Housing Rehab Loans	94,951	250,000	250,000	235,000	100,000
4932 Misc. Loan Expense	32	-	-	-	-
4934 Brush with Kindness	-	36,000	-	-	-
4936 EECBG Grant Expense	104,228	-	-	-	-
<b>Total:</b>	<b>\$ 318,793</b>	<b>\$ 361,350</b>	<b>\$ 325,000</b>	<b>\$ 280,150</b>	<b>\$ 131,400</b>

### ACCOUNT MODIFICATIONS

*Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.*

#### **ACCT.**

- 4231 Adjustment (-) Testing moved to separate line item from other contractual services
- 4465 Adjustment (-) Department supplies moved to one account under the Building budget.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	HOUSING
01-930-55		
	<b>SALARIES AND BENEFITS</b>	
4117	Community Development Director (5%)	6,750
4120	Building/Housing Assistant (15%)	9,055
4131	Building Inspector (20%)	14,560
4310	Optional Benefits Program	330
4320	Health Insurance	4,140
4340	PERS Retirement	6,695
4350	Medicare	440
4361	Life/Disability Insurance	670
	<b>TOTAL</b>	<b>42,640</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4231	<b>Prv/Spc Contract Services</b> <b>Lead-Based Paint and Asbestos Testing &amp; Abatement C15-05</b> Funding to pay for testing of Lead Based Paint and Abestos for homes being funded by Housing Rehabilitation Loan program.	
	<b>TOTAL</b>	<b>45,000</b>
4405	<b>Mileage Reimbursement</b>	
	<b>TOTAL</b>	<b>50</b>
4410	<b>Meeting Expense</b>	
	<b>TOTAL</b>	<b>100</b>
4465	<b>Special Department Supplies</b>	
	<b>TOTAL</b>	<b>-</b>
4930	<b>Housing Rehabilitation Loans C15-03</b> This category provides funds for rehabilitation projects for low income residents.	
	<b>TOTAL</b>	<b>235,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION	HOUSING
	<b>01-930-55</b>	
	<b>SALARIES AND BENEFITS</b>	
4117	Community Development Director (5%)	6,750
4120	Building/Housing Assistant (15%)	9,055
4131	Building Inspector (20%)	14,560
4310	Optional Benefits Program	330
4320	Health Insurance	4,140
4340	PERS Retirement	6,695
4350	Medicare	440
4361	Life/Disability Insurance	670
	<b>TOTAL</b>	<b>42,640</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4231	<p><b>Prv/Spc Contract Services</b></p> <p><b>Lead-Based Paint and Asbestos Testing &amp; Abatement C16-05</b></p> <p>This category provides funds for major rehabilitation projects which are funded by a loan to the homeowner . Individual loans may not exceed \$25,000 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</p> <p>Total allocation for this program is \$100,000 (\$80,000 for Contract Services and \$20,000 for Program Administration)</p>	
	<b>TOTAL</b>	<b>31,250</b>
4405	<b>Mileage Reimbursement</b>	
	<b>TOTAL</b>	<b>50</b>
4410	<b>Meeting Expense</b>	
	<b>TOTAL</b>	<b>100</b>
4465	<b>Special Department Supplies</b>	
	<b>TOTAL</b>	<b>-</b>
4930	<p><b>Housing Rehabilitation Loans C16-03</b></p> <p>This category provides funds for rehabilitation projects for low income residents.</p>	
	<b>TOTAL</b>	<b>100,000</b>

# 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**

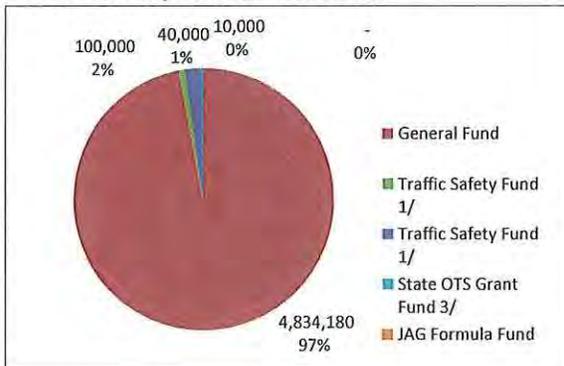
Code enforcement and compliance services.

**Program 67: Parking Administration**

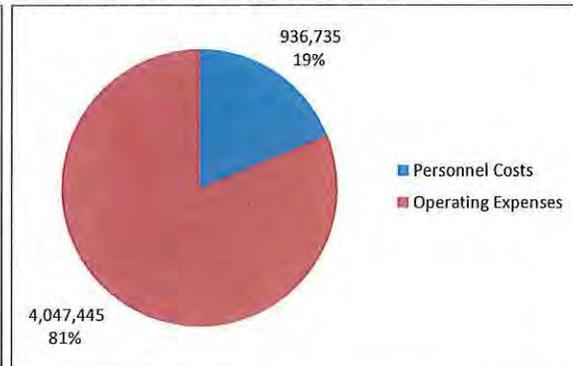
Parking permits and enforcement.

## DEPARTMENT SUMMARY

**FY 2014-15: Adopted Program Financing**



**FY 2014-15: Adopted Resources Allocated**



	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<b>RESOURCES ALLOCATED</b>					
Personnel Costs	1,007,793	1,043,055	1,008,200	936,735	944,200
Operating Expenses	4,087,605	4,172,980	4,052,570	4,047,445	4,036,445
<b>Total:</b>	<b>\$ 5,095,398</b>	<b>\$ 5,216,035</b>	<b>\$ 5,060,770</b>	<b>\$ 4,984,180</b>	<b>\$ 4,980,645</b>
<b>PROGRAM FINANCING</b>					
General Fund	4,955,398	5,076,035	4,920,770	4,834,180	4,840,645
Traffic Safety Fund 1/	40,000	40,000	40,000	40,000	40,000
State COPS Grant Fund 2/	100,000	100,000	100,000	100,000	100,000
State OTS Grant Fund 3/	-	-	-	10,000	-
JAG Formula Fund	-	-	-	-	-
<b>Total:</b>	<b>\$ 5,095,398</b>	<b>\$ 5,216,035</b>	<b>\$ 5,060,770</b>	<b>\$ 4,984,180</b>	<b>\$ 4,980,645</b>
<b>PERSONNEL (FTE)</b>					
	10.07	12.51		11.18	11.18
<b>Total:</b>	<b>10.07</b>	<b>12.51</b>		<b>11.18</b>	<b>11.18</b>

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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	ADOPTED		ADOPTED	PROPOSED
	2012-13	2013-14		2014-15	2015-16
Community Development Director	0.10	0.10		0.10	0.10
Secretary - Public Works	0.10	0.00		0.00	0.00
Public Safety Supervisor	0.20	0.20		0.20	0.20
Public Safety & Services Manager	0.00	0.20		0.20	0.20
Management Analyst	0.00	0.20		0.20	0.20
Part-Time Positions	0.00	1.38		1.00	1.00
<b>Total:</b>	<b>0.40</b>	<b>2.08</b>		<b>1.70</b>	<b>1.70</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Personnel Costs	51,671	159,490	153,705	145,340	145,340
Operating Expenses	3,689,345	3,827,170	3,698,590	3,727,145	3,727,145
<b>Total:</b>	<b>\$ 3,741,016</b>	<b>\$ 3,986,660</b>	<b>\$ 3,852,295</b>	<b>\$ 3,872,485</b>	<b>\$ 3,872,485</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
General Fund	3,601,016	3,846,660	3,712,295	3,722,485	3,732,485
Traffic Safety Fund 1/	40,000	40,000	40,000	40,000	40,000
State COPS Grant Fund 2/	100,000	100,000	100,000	100,000	100,000
State OTS Grant Fund 3/	-	-	-	10,000	-
<b>Total:</b>	<b>\$ 3,741,016</b>	<b>\$ 3,986,660</b>	<b>\$ 3,852,295</b>	<b>\$ 3,872,485</b>	<b>\$ 3,872,485</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2014-15	2015-16
Number of neighborhood watch meetings hosted.	12	12
Number of business watch meetings hosted.	4	4
Number of special enforcement operations.	40	40
Number of Law Enforcement Summary Meetings.	12	12
Report of Crime reduction and response times 4/.	12	12
Supplemental grant funds applied for by city staff.	2	2

### FOOTNOTES:

- 1/ Funds School Crossing Guard Program and a portion of the Motorcycle 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 available every 2 years.
- 4/ Statistics will be provided upon completion of the Public Safety Strategic Plan.

**COMMUNITY DEVELOPMENT**

Program: Law Enforcement  
Account: 01-950-61

**EXPENDITURE DETAIL**

<b>PERSONNEL</b>	<b>ACTUAL 2012-13</b>	<b>ADOPTED 2013-14</b>	<b>ESTIMATED 2013-14</b>	<b>ADOPTED 2014-15</b>	<b>PROPOSED 2015-16</b>
<u>ACCT.</u>					
4117 Community Development Director	11,104	13,375	10,080	13,500	13,500
4116 Office Assistant	4,116	-	-	-	-
4130 Secretary-Public Works	5,690	-	-	-	-
4132 Public Safety Supervisor	17,198	18,255	18,255	18,255	18,255
4135 Public Safety & Services Manager	-	20,900	20,900	20,900	20,900
4166 P/T Park Patrol Officer (2)	-	71,400	71,400	57,510	57,510
4174 Management Analyst	-	8,505	8,505	11,380	11,380
4150 Overtime	16	-	-	-	-
4161 Part Time	438	-	-	-	-
4310 Optional Benefits Program	304	575	520	575	575
4320 Health Insurance	4,974	9,215	6,780	7,995	7,995
4340 PERS Retirement	5,669	11,790	11,790	12,075	12,075
4350 Medicare Tax	922	1,920	1,920	1,765	1,765
4360 Other Insurance	1,240	3,555	3,555	-	-
4361 Life/Disability Insurance	-	-	-	1,385	1,385
<b>Total:</b>	<b>\$ 51,671</b>	<b>\$ 159,490</b>	<b>\$ 153,705</b>	<b>\$ 145,340</b>	<b>\$ 145,340</b>

<b>OPERATING EXPENSES</b>	<b>ACTUAL 2012-13</b>	<b>ADOPTED 2013-14</b>	<b>ESTIMATED 2013-14</b>	<b>ADOPTED 2014-15</b>	<b>PROPOSED 2015-16</b>
<u>ACCT.</u>					
4231 Prv/Spc Contract Services	74,794	127,225	49,550	82,955	82,955
4249 OTS Grant Expense	5,001	-	-	10,000	10,000
4410 Meeting Expense	5,788	3,600	1,295	3,240	3,240
4440 Telephone	1,267	900	900	900	900
4465 Special Dept. Supplies	251	1,500	1,490	1,350	1,350
4530 Special Equipment Maintenance	1,733	785	175	710	710
4640 Special Events	3,632	6,500	5,445	5,850	5,850
4710 General Law Enforcement	2,344,872	2,527,600	2,497,695	2,443,910	2,443,910
4730 Law Enf. - Special Services	25,640	34,795	27,870	39,620	39,620
4740 Prisoner Care	3,984	7,000	10,000	10,000	10,000
4750 Traffic Law Enforcement	985,764	1,108,900	1,094,765	1,127,610	1,127,610
4770 Motorcycle Deputies	224,212	-	-	-	-
4790 Business License Enforcement	8,826	7,000	7,000	-	-
4795 Misc. Law Enforcement Activities	3,581	1,365	2,405	1,000	1,000
<b>Total:</b>	<b>\$ 3,689,345</b>	<b>\$ 3,827,170</b>	<b>\$ 3,698,590</b>	<b>\$ 3,727,145</b>	<b>\$ 3,727,145</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.*

ACCT.

- 4410, 4465, 4640 Adjustment (-) reduction due to staff reevaluation of priorities.
- 4231 Adjustment (-) decrease due to the public safety contract analysis included in FY 2013-14.
- 4249 Adjustment (+) increase due to "Every Fifteen Minutes" program occurring every two years.
- 4730 Adjustment (+) increase due to vehicle purchase.
- 4740 Adjustment (+) increase due to fee increase.
- 4750 Adjustment (-) decrease due to elimination of unit.
- 4790 Adjustment (-) decrease due to transfer to planning budget.
- 4795 Adjustment (-) decrease due to staff reevaluation of priorities.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	LAW ENFORCEMENT
	<b>01-950-61</b>	
	<b>SALARIES AND BENEFITS</b>	
4117	Community Development Director (10%)	13,500
4132	Public Safety Supervisor (20%)	18,255
4135	Public Safety & Services Manager (20%)	20,900
4174	Management Analyst (20%)	11,380
4166	Part Time <i>(2) Park Patrol Officers @ 20hrs per week @ \$27.65</i>	57,510
4310	Optional Benefits Program	575
4320	Health Insurance	7,995
4340	PERS Retirement	12,075
4350	Medicare Tax	1,765
4361	Life/Disability Insurance	1,385
	<b>TOTAL</b>	<b>145,340</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4231	<b>Private/Special Contract Services</b> School Crossing Guard Program 180 school days x 29.5 hrs x \$16.03/hr (\$40,000 funded with Traffic Safety Fund) Consultant for Public Safety Contract	82,955  -
	<b>TOTAL</b>	<b>82,955</b>
4249	<b>OTS Grant Expense</b> Every 15 Minutes Program at Temple City H.S.	
	<b>TOTAL</b>	<b>10,000</b>
4410	<b>Meeting Expense</b> Monthly Sheriff's personnel/City officials meeting	
	<b>TOTAL</b>	<b>3,240</b>
4440	<b>Telephone</b> Monthly iPhone service charge = \$75 x 12	
	<b>TOTAL</b>	<b>900</b>
4465	<b>Special Department Supplies</b> 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	
	<b>TOTAL</b>	<b>1,350</b>

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015**

ACCT. NO.	DESCRIPTION	LAW ENFORCEMENT
	<b>01-950-61</b>	
4530	<b>Special Equipment Maintenance</b> Mobile radar/lidar unit scheduled calibration & maint & repairs S.M.A.R.T unit preventive maintenance and repairs	<b>TOTAL 710</b>
4640	<b>Special Events</b> Neighborhood Watch, Business Watch, National Night Out - Refreshments, give-aways, entertainment, literature	<b>TOTAL 5,850</b>
4710	<b>General Law Enforcement</b>  Four general law enforcement units (56 hours per week (AM/PM/EM) @ \$375,870 per unit x 4 (includes 4% liability insurance) <span style="float: right;">1,503,480</span>  One general law enforcement unit (40 hours per week (AM/PM/EM) @ \$268,480 per unit (includes 4% liability insurance) <span style="float: right;">268,480</span>  Three Dedicated Deputies (40 hours per week) <span style="float: right;">671,950</span> @ \$244,070 per unit x 2 (includes 4% liability insurance) @183,810 per unit x 1 (includes 4% liability insurance) (\$100,000 funded by COPS Grant)  One Service Area Sergeant (No Charge) <span style="float: right;">-</span>	<b>TOTAL 2,443,910</b>
4730	<b>Law Enforcement - Special Services</b>  Chevy Impala LASD Radio Vehicle: 2 @ \$7000; all maintenance and fuel included <span style="float: right;">14,000</span>  Camellia Festival patrol services (moved to Parks & Recreation budget) <span style="float: right;">-</span> 65 deputy hours @ \$88.00/hour (generalist - time and one half rate)  16 sergeant hours @ \$102.00/hour (sergeant - time and one half rate) <span style="float: right;">1,680</span>  Camellia Parade Traffic Control 100 deputy hours @ \$88.00/hour (generalist - time and one half rate) <span style="float: right;">9,070</span>  Christmas Parade <span style="float: right;">1,820</span> 20 deputy hours @ \$88.00/hour (generalist - time and one half rate)  Christmas Holiday Patrol 20 deputy hours @ \$88.00/hour (generalist - time and one half rate) <span style="float: right;">-</span>	

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	LAW ENFORCEMENT
	<b>01-950-61</b>	
4730	<p>4th of July Patrol</p> <p>16 deputy hours @ \$88.00/hour (generalist - time and one half rate)</p> <p>Meetings</p> <p>Council Meetings: 96 hours @ \$88.00/hour (generalist - time and one half rate)</p> <p>Transporation &amp; Public Safety Commission: 48 hours @ \$88.00/hour (generalist-time and one half rate)</p>	<p>-</p> <p>8,700</p> <p>4,350</p> <p><b>TOTAL 39,620</b></p>
4740	<p><b>Prisoner Care</b></p> <p>Subsistence for persons in custody at Temple Sheriff's Station arrested pursuant to TCMC violations</p>	<p><b>TOTAL 10,000</b></p>
4750	<p><b>Traffic Law Enforcement</b></p> <p>Three traffic law enforcement units (56 hours per week AM/PM/EM) @ \$375,870 per unit x 3 (includes 4% lialibity insurance)</p>	<p><b>TOTAL 1,127,610</b></p>
4795	<p><b>Miscellaneous Law Enforcement Activities</b></p> <p>Equipment, training and others as needed</p>	<p><b>TOTAL 1,000</b></p>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION	LAW ENFORCEMENT
	<b>01-950-61</b>	
	<b>SALARIES AND BENEFITS</b>	
4117	Community Development Director (10%)	13,500
4132	Public Safety Supervisor (20%)	18,255
4135	Public Safety & Services Manager (20%)	20,900
4174	Management Analyst (20%)	11,380
4166	Part Time <i>(2) Park Patrol Officers @ 20hrs per week @ \$27.65</i>	57,510
4310	Optional Benefits Program	575
4320	Health Insurance	7,995
4340	PERS Retirement	12,075
4350	Medicare Tax	1,765
4361	Life/Disability Insurance	1,385
	<b>TOTAL</b>	<b>145,340</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4231	<b>Private/Special Contract Services</b> School Crossing Guard Program 180 school days x 29.5 hrs x \$16.03/hr (\$40,000 Funded with Traffic Safety Fund) Consultant for Public Safety Contract	82,955 -
	<b>TOTAL</b>	<b>82,955</b>
4249	<b>OTS Grant Expense</b> Every 15 Minutes Program at Temple City H.S.	
	<b>TOTAL</b>	<b>10,000</b>
4410	<b>Meeting Expense</b> Monthly Sheriff's personnel/City officials meeting	
	<b>TOTAL</b>	<b>3,240</b>
4440	<b>Telephone</b> Monthly iPhone service charge = \$75 x 12	
	<b>TOTAL</b>	<b>900</b>
4465	<b>Special Department Supplies</b> 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	
	<b>TOTAL</b>	<b>1,350</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION	LAW ENFORCEMENT
	<b>01-950-61</b>	
4530	<b>Special Equipment Maintenance</b> Mobile radar/lidar unit scheduled calibration & maint & repairs S.M.A.R.T unit preventive maintenance and repairs	710
	<b>TOTAL</b>	<b>710</b>
4640	<b>Special Events</b> Neighborhood Watch, Business Watch, National Night Out - Refreshments, give-aways, entertainment, literature	5,850
	<b>TOTAL</b>	<b>5,850</b>
4710	<b>General Law Enforcement</b>  Four general law enforcement units (56 hours per week (AM/PM/EM) @ \$375,870 per unit x 3 (includes 4% liability insurance) <span style="float: right;">1,503,480</span>  One general law enforcement unit (40 hours per week (AM/PM/EM) @ \$268,480 per unit (includes 4% liability insurance) <span style="float: right;">268,480</span>  Three Dedicated Deputies (40 hours per week) <span style="float: right;">671,950</span> @ \$244,070 per unit x 2 (includes 4% liability insurance) @183,810 per unit x 1 (includes 4% liability insurance) (\$100,000 funded by COPS Grant) One Service Area Sergeant (No Charge) <span style="float: right;">-</span>	2,443,910
	<b>TOTAL</b>	<b>2,443,910</b>
4730	<b>Law Enforcement - Special Services</b>  Chevy Impala LASD Radio Vehicle: 2 @ \$7000; all maintenance and fuel included <span style="float: right;">14,000</span>  Camellia Festival patrol services (moved to Parks & Recreation budget) <span style="float: right;">-</span> 65 deputy hours @ \$88.00/hour (generalist - time and one half rate)  16 sergeant hours @ \$102.00/hour (sergeant - time and one half rate) <span style="float: right;">1,680</span>  Camellia Parade Traffic Control 100 deputy hours @ \$88.00/hour (generalist - time and one half rate) <span style="float: right;">9,070</span>  Christmas Parade <span style="float: right;">1,820</span> 20 deputy hours @ \$88.00/hour (generalist - time and one half rate)  Christmas Holiday Patrol 20 deputy hours @ \$88.00/hour (generalist - time and one half rate) <span style="float: right;">-</span>	

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION	LAW ENFORCEMENT
	<b>01-950-61</b>	
4730	4th of July Patrol  16 deputy hours @ \$88.00/hour (generalist - time and one half rate)  Meetings Council Meetings: 96 hours @ \$88.00/hour (generalist - time and one half rate)  Transportation & Public Safety Commission: 48 hours @ \$88.00/hour (generalist-time and one half rate)	-   8,700  4,350
<b>TOTAL</b>		<b>39,620</b>
4740	<b>Prisoner Care</b> Subsistence for persons in custody at Temple Sheriff's Station arrested pursuant to TCMC violations	
<b>TOTAL</b>		<b>10,000</b>
4750	<b>Traffic Law Enforcement</b> Three traffic law enforcement units (56 hours per week AM/PM/EM) @ \$375,870 per unit x 3 (includes 4% liability insurance)	
<b>TOTAL</b>		<b>1,127,610</b>
4795	<b>Miscellaneous Law Enforcement Activities</b> Equipment, training and others as needed	
<b>TOTAL</b>		<b>1,000</b>

**COMMUNITY DEVELOPMENT**

Program: Traffic Engineering  
 Account: 01-950-62

**STATEMENT OF PURPOSE**

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2012-13	2013-14		2014-15	2015-16
	0.00	0.00		0.00	0.00
<b>Total:</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>	<b>0.00</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Personnel Costs 1/	-	-	-	-	-
Operating Expenses	14,414	8,280	11,685	7,455	7,455
<b>Total:</b>	<b>\$ 14,414</b>	<b>\$ 8,280</b>	<b>\$ 11,685</b>	<b>\$ 7,455</b>	<b>\$ 7,455</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
General Fund	14,414	8,280	11,685	7,455	7,455
<b>Total:</b>	<b>\$ 14,414</b>	<b>\$ 8,280</b>	<b>\$ 11,685</b>	<b>\$ 7,455</b>	<b>\$ 7,455</b>

**KEY PROGRAM GOALS**

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2014-15	2015-16
Number of projects reviewed.	50	50
Attend Public Safety Commission Meetings.	5	5
Attend Planning Commission Meetings.	3	3
Attend Rosemead Boulevard Project Meetings.	5	5
Attend Las Tunas Drive Project Meetings.	12	12

**FOOTNOTES:**

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

**COMMUNITY DEVELOPMENT**

Program: Traffic Engineering  
Account: 01-950-62

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<u>ACCT.</u>					
	-	-	-	-	-
<b>Total:</b>	\$ -	\$ -	\$ -	\$ -	\$ -

OPERATING EXPENSES	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<u>ACCT.</u>					
4236 Traffic Engineering	14,249	6,575	9,740	5,115	5,115
4237 Traffic Surveys	120	1,690	1,930	2,250	2,250
4465 Special Dept Supplies	45	15	15	90	90
	\$ 14,414	\$ 8,280	\$ 11,685	\$ 7,455	\$ 7,455

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.*

- ACCT.
- 4236 Adjustment (-) reduction due to no additional equipment purchases.
  - 4237 Adjustment (+) increase due to additional traffic surveys.
  - 4465 Adjustment (+) increase due to internal budget transfer.

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2014-2015

ACCT. NO.	DESCRIPTION		
01-950-62			TRAFFIC ENGINEERING
	MAINTENANCE AND OPERATIONS		
4236	<b>Traffic Engineering</b> Special projects	TOTAL	5,115
4237	<b>Traffic Surveys</b> Traffic surveys and counts (estimated)	TOTAL	2,250
4465	<b>Special Department Supplies</b> General office supplies	TOTAL	90

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 5,115
4237	Traffic Surveys Traffic surveys and counts (estimated)	TOTAL 2,250
4465	Special Department Supplies General office supplies	TOTAL 90

**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.

<b>STAFFING SUMMARY (FTEs)</b>	<b>ACTUAL 2012-13</b>	<b>ADOPTED 2013-14</b>		<b>ADOPTED 2014-15</b>	<b>PROPOSED 2015-16</b>
Public Safety & Services Manager	0.00	0.10		0.10	0.10
Secretary - Public Works	0.35	0.25		0.25	0.25
Office Assistant	0.00	0.20		0.20	0.20
Public Safety Supervisor	0.10	0.00		0.00	0.00
Animal Control Officer	1.00	0.00		0.00	0.00
Management Analyst	0.00	0.10		0.10	0.10
Part-Time Positions	0.00	0.00		0.00	0.00
<b>Total:</b>	<b>1.45</b>	<b>0.65</b>		<b>0.65</b>	<b>0.65</b>

<b>BUDGET SUMMARY</b>	<b>ACTUAL 2012-13</b>	<b>ADOPTED 2013-14</b>	<b>ESTIMATED 2013-14</b>	<b>ADOPTED 2014-15</b>	<b>PROPOSED 2015-16</b>
Personnel Costs	42,072	57,500	55,480	56,950	56,950
Operating Expenses	146,953	142,115	139,825	141,665	141,665
<b>Total:</b>	<b>\$ 189,025</b>	<b>\$ 199,615</b>	<b>\$ 195,305</b>	<b>\$ 198,615</b>	<b>\$ 198,615</b>

<b>FUNDING SOURCES</b>	<b>ACTUAL 2012-13</b>	<b>ADOPTED 2013-14</b>	<b>ESTIMATED 2013-14</b>	<b>ADOPTED 2014-15</b>	<b>PROPOSED 2015-16</b>
General Fund	189,025	199,615	195,305	198,615	198,615
<b>Total:</b>	<b>\$ 189,025</b>	<b>\$ 199,615</b>	<b>\$ 195,305</b>	<b>\$ 198,615</b>	<b>\$ 198,615</b>

**KEY PROGRAM GOALS**

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

<b>KEY WORKLOAD MEASURES</b>	<b>ADOPTED 2014-15</b>	<b>PROPOSED 2015-16</b>
Number of dog licenses issued.	2,900	2,900
Number of live animals impounded.	700	700
Number of deceased animals removed.	300	300

**COMMUNITY DEVELOPMENT**

Program: Animal Control  
Account: 01-950-63

**EXPENDITURE DETAIL**

<b>PERSONNEL</b>	<b>ACTUAL 2012-13</b>	<b>ADOPTED 2013-14</b>	<b>ESTIMATED 2013-14</b>	<b>ADOPTED 2014-15</b>	<b>PROPOSED 2015-16</b>
<b>ACCT.</b>					
4116 Office Assistant	2,058	8,665	8,665	8,730	8,730
4130 Secretary-Public Works	19,914	15,085	14,510	14,510	14,510
4132 Public Safety Supervisor	8,599	-	-	-	-
4135 Public Safety & Services Manager	-	10,450	10,450	10,450	10,450
4134 Animal Control Officer	777	-	-	-	-
4174 Management Analyst	-	4,255	4,255	5,690	5,690
4150 Overtime	8	-	-	-	-
4310 Optional Benefits Program	248	535	520	535	535
4320 Health Insurance	4,069	8,130	6,700	7,325	7,325
4340 PERS Retirement	4,639	8,095	8,095	8,250	8,250
4350 Medicare Tax	746	560	560	570	570
4360 Other Insurance	1,014	1,725	1,725	-	-
4361 Life/Disability Insurance	-	-	-	890	890
<b>Total:</b>	<b>\$ 42,072</b>	<b>\$ 57,500</b>	<b>\$ 55,480</b>	<b>\$ 56,950</b>	<b>\$ 56,950</b>

<b>OPERATING EXPENSES</b>	<b>ACTUAL 2012-13</b>	<b>ADOPTED 2013-14</b>	<b>ESTIMATED 2013-14</b>	<b>ADOPTED 2014-15</b>	<b>PROPOSED 2015-16</b>
<b>ACCT.</b>					
4214 Animal Control - SGVHS	141,059	135,000	135,000	135,000	135,000
4415 Vehicle Operation	347	345	-	310	310
4440 Telephone	248	-	-	-	-
4450 Postage	-	1,000	-	900	900
4465 Special Dept. Supplies	1,342	3,000	2,005	2,700	2,700
4530 Special Equipment Maintenance	3,957	2,620	2,670	2,620	2,620
4640 Special Events	-	150	150	135	135
<b>Total:</b>	<b>\$ 146,953</b>	<b>\$ 142,115</b>	<b>\$ 139,825</b>	<b>\$ 141,665</b>	<b>\$ 141,665</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.*

**ACCT.**

4450, 4465, 4640 Adjustment (-) reduction due to staff reevaluation of priorities.

4415 Adjustment (-) reduction due to decreased use of vehicle.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	ANIMAL CONTROL
	<b>01-950-63</b>	
	<b>SALARIES AND BENEFITS</b>	
4116	Office Assistant (20%)	8,730
4130	Secretary - Public Works (25%)	14,510
4135	Public Safety & Services Manager (10%)	10,450
4174	Management Analyst (10%)	5,690
4310	Optional Benefits Program	535
4320	Health Insurance	7,325
4340	PERS Retirement	8,250
4350	Medicare Tax	570
4361	Life/Disability Insurance	890
	<b>TOTAL</b>	<b>56,950</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4214	<b>Animal Control</b> San Gabriel Valley Humane Society	<b>135,000</b>
	<b>TOTAL</b>	<b>135,000</b>
4415	<b>Vehicle Operation</b>	<b>310</b>
	<b>TOTAL</b>	<b>310</b>
4450	<b>Postage</b> Dog license renewal notices	<b>900</b>
	<b>TOTAL</b>	<b>900</b>
4465	<b>Special Department Supplies</b> Supplies required for spay/neuter and vaccination events	<b>2,700</b>
	<b>TOTAL</b>	<b>2,700</b>
4530	<b>Special Equipment Maintenance</b> HDL Software	<b>2,620</b>
	<b>TOTAL</b>	<b>2,620</b>
4640	<b>Special Events</b> Annual cleaning and changing of the date on the Rabies Clinic banner	<b>135</b>
	<b>TOTAL</b>	<b>135</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION	
	<b>01-950-63</b>	<b>ANIMAL CONTROL</b>
	<b>SALARIES AND BENEFITS</b>	
4116	Office Assistant (20%)	8,730
4130	Secretary - Public Works (25%)	14,510
4135	Public Safety & Services Manager (10%)	10,450
4714	Management Analyst (10%)	5,690
4310	Optional Benefits Program	535
4320	Health Insurance	7,325
4340	PERS Retirement	8,250
4350	Medicare Tax	570
4361	Life/Disability Insurance	890
	<b>TOTAL</b>	<b>56,950</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4214	<b>Animal Control</b> San Gabriel Valley Humane Society	<b>TOTAL 135,000</b>
4415	<b>Vehicle Operation</b>	<b>TOTAL 310</b>
4450	<b>Postage</b> Dog license renewal notices	<b>TOTAL 900</b>
4465	<b>Special Department Supplies</b> Supplies required for spay/neuter and vaccination events	<b>TOTAL 2,700</b>
4530	<b>Special Equipment Maintenance</b> HDL Software	<b>TOTAL 2,620</b>
4640	<b>Special Events</b> Annual cleaning and changing of the date on the Rabies Clinic banner	<b>TOTAL 135</b>

**COMMUNITY DEVELOPMENT**

Program: Emergency Services  
 Account: 01-950-64

**STATEMENT OF PURPOSE**

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

<b>STAFFING SUMMARY (FTEs)</b>	<b>ACTUAL 2012-13</b>	<b>ADOPTED 2013-14</b>		<b>ADOPTED 2014-15</b>	<b>PROPOSED 2015-16</b>
Community Development Director	0.00	0.10		0.10	0.10
Public Safety & Services Manager	0.00	0.10		0.10	0.10
Public Safety Supervisor	0.20	0.40		0.40	0.40
Management Analyst	0.00	0.10		0.10	0.10
Part-Time Positions	0.00	0.00		0.00	0.00
<b>Total:</b>	<b>0.20</b>	<b>0.70</b>		<b>0.70</b>	<b>0.70</b>

<b>BUDGET SUMMARY</b>	<b>ACTUAL 2012-13</b>	<b>ADOPTED 2013-14</b>	<b>ESTIMATED 2013-14</b>	<b>ADOPTED 2014-15</b>	<b>PROPOSED 2015-16</b>
Personnel Costs	23,029	94,585	89,215	91,055	91,055
Operating Expenses	65,412	43,420	60,820	36,565	36,565
<b>Total:</b>	<b>\$ 88,441</b>	<b>\$ 138,005</b>	<b>\$ 150,035</b>	<b>\$ 127,620</b>	<b>\$ 127,620</b>

<b>FUNDING SOURCES</b>	<b>ACTUAL 2012-13</b>	<b>ADOPTED 2013-14</b>	<b>ESTIMATED 2013-14</b>	<b>ADOPTED 2014-15</b>	<b>PROPOSED 2015-16</b>
General Fund	88,441	138,005	150,035	127,620	127,620
<b>Total:</b>	<b>\$ 88,441</b>	<b>\$ 138,005</b>	<b>\$ 150,035</b>	<b>\$ 127,620</b>	<b>\$ 127,620</b>

**KEY PROGRAM GOALS**

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

<b>KEY WORKLOAD MEASURES</b>	<b>ADOPTED 2014-15</b>	<b>PROPOSED 2015-16</b>
Disaster preparedness exercises conducted.	5	5
CERT Training classes offered.	3	3
Established CERT Team Members.	45	45

## COMMUNITY DEVELOPMENT

Program: Emergency Services  
Account: 01-950-64

### EXPENDITURE DETAIL

PERSONNEL	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<u>ACCT.</u>					
4117 Community Development Director	-	13,375	10,080	13,500	13,500
4132 Public Safety Supervisor	17,198	36,505	36,505	36,505	36,505
4135 Public Safety & Services Manager	-	10,450	10,450	10,450	10,450
4174 Management Analyst	-	4,255	4,255	5,690	5,690
4310 Optional Benefits Program	135	575	535	575	575
4320 Health Insurance	2,211	9,315	7,280	8,330	8,330
4340 PERS Retirement	2,520	16,860	16,860	13,620	13,620
4350 Medicare Tax	414	935	935	960	960
4360 Other Insurance	551	2,315	2,315	-	-
4361 Life/Disability Insurance	-	-	-	1,425	1,425
<b>Total:</b>	<b>\$ 23,029</b>	<b>\$ 94,585</b>	<b>\$ 89,215</b>	<b>\$ 91,055</b>	<b>\$ 91,055</b>

OPERATING EXPENSES	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<u>ACCT.</u>					
4231 Prv/Spc Contract Services	50,480	29,000	50,000	10,000	10,000
4405 Mileage Reimbursement	-	-	-	135	135
4410 Meeting Expense	101	-	-	540	540
4415 Vehicle Operation	1,428	1,300	1,950	1,170	1,170
4425 Memberships/Subscriptions	3,545	3,600	1,925	3,600	3,600
4440 Telephone	755	720	720	720	720
4455 Uniforms	636	1,000	35	900	900
4465 Special Dept. Supplies	3,244	2,000	1,595	6,800	6,800
4490 Training	1,523	2,000	1,095	2,700	2,700
4530 Special Equipment Maintenance	3,700	3,800	3,500	10,000	10,000
<b>Total:</b>	<b>\$ 65,412</b>	<b>\$ 43,420</b>	<b>\$ 60,820</b>	<b>\$ 36,565</b>	<b>\$ 36,565</b>

### ACCOUNT MODIFICATIONS

*Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.*

#### ACCT.

- 4415, 4455 Adjustment (-) reduction due to staff reevaluation of priorities.
- 4231 Adjustment (-) reduction due to no new equipment purchases.
- 4465 Adjustment (+) increase due to additional CERT training.
- 4490 Adjustment (+) increase due to training for staff to assist in CERT training.
- 4530 Adjustment (+) increase due to EOC equipment maintenance.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	EMERGENCY SERVICES
	<b>01-950-64</b>	
4117	Community Development Director (10%)	13,500
4132	Public Safety Supervisor (40%)	36,505
4135	Public Safety & Services Manager (10%)	10,450
4174	Management Analyst (10%)	5,690
4310	Optional Benefits Program	575
4320	Health Insurance	8,330
4340	PERS Retirement	13,620
4350	Medicare Tax	960
4361	Life/Disability Insurance	1,425
	<b>TOTAL</b>	<b>91,055</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4231	<b>Prv/Spc Contract Services</b> Emergency Operations Plan	
	<b>TOTAL</b>	<b>10,000</b>
4405	<b>Mileage Reimbursement</b> Mileage reimbursement for required use of private vehicles	
	<b>TOTAL</b>	<b>135</b>
4410	<b>Meeting Expense</b> Refreshments for monthly volunteer meetings, special events and regional and local area emergency preparedness meetings	
	<b>TOTAL</b>	<b>540</b>
4415	<b>Vehicle Operations</b> Fuel Consumption Scheduled preventative maintenance	
	<b>TOTAL</b>	<b>1,170</b>
4420	<b>Travel &amp; Conference</b> Emergency Management Training/Conference	
	<b>TOTAL</b>	<b>-</b>
4425	<b>Memberships/Subscriptions</b> Area D Office of Emergency Services (annual membership fee) Southern CA Emergency Services Association	
	<b>TOTAL</b>	<b>3,600</b>
4440	<b>Telephone</b> Cellphone usage for Public Safety Supervisor	
	<b>TOTAL</b>	<b>720</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	EMERGENCY SERVICES
	<b>01-950-64</b>	
4455	<b>Uniforms</b> Uniforms and accessories for CERT and TCERT volunteers	<b>TOTAL 900</b>
4465	<b>Special Department Supplies</b> Volunteer special recognition certificates Emergency tools, fire extinguishers, food replacement, medical/first aid supplies, and miscellaneous emergency supplies Miscellaneous office supplies Public education materials and printing for staff emergency services training and community disaster preparedness programs CERT Program Staff adjustment decrease	<b>TOTAL 6,800</b>
4490	<b>Training</b> Training for emergency response volunteer personnel Community earthquake preparedness program Training for City staff, Council & Commissioners	<b>TOTAL 2,700</b>
4530	<b>Special Equipment Maintenance</b> CWIRS annual maintenance Fire extinguishers annual maintenance EOC Maintenance	<b>TOTAL 10,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION	EMERGENCY SERVICES
	<b>01-950-64</b>	
4117	Community Development Director (10%)	13,500
4132	Public Safety Supervisor (40%)	36,505
4135	Public Safety & Services Manager (10%)	10,450
4174	Management Analyst (10%)	5,690
4310	Optional Benefits Program	575
4320	Health Insurance	8,330
4340	PERS Retirement	13,620
4350	Medicare Tax	960
4361	Life/Disability Insurance	1,425
	<b>TOTAL</b>	<b>91,055</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4231	<b>Prv/Spc Contract Services</b> Emergency Operations Plan	
	<b>TOTAL</b>	<b>10,000</b>
4405	<b>Mileage Reimbursement</b> Mileage reimbursement for required use of private vehicles	
	<b>TOTAL</b>	<b>135</b>
4410	<b>Meeting Expense</b> Refreshments for monthly volunteer meetings, special events and regional and local area emergency preparedness meetings	
	<b>TOTAL</b>	<b>540</b>
4415	<b>Vehicle Operations</b> Fuel Consumption Scheduled preventative maintenance	
	<b>TOTAL</b>	<b>1,170</b>
4420	<b>Travel &amp; Conference</b> Emergency Management Training/Conference	
	<b>TOTAL</b>	<b>-</b>
4425	<b>Memberships/Subscriptions</b> Area D Office of Emergency Services (annual membership fee) Southern CA Emergency Services Association	
	<b>TOTAL</b>	<b>3,600</b>
4440	<b>Telephone</b> Cellphone usage for Public Safety Supervisor	
	<b>TOTAL</b>	<b>720</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION		
	<b>01-950-64</b>	<b>EMERGENCY SERVICES</b>	
4455	<b>Uniforms</b> Uniforms and accessories for CERT and TCERT volunteers	<b>TOTAL</b>	<b>900</b>
4465	<b>Special Department Supplies</b> Volunteer special recognition certificates Emergency tools, fire extinguishers, food replacement, medical/first aid supplies, and miscellaneous emergency supplies Miscellaneous office supplies Public education materials and printing for staff emergency services training and community disaster preparedness programs CERT Program Staff adjustment decrease	<b>TOTAL</b>	<b>6,800</b>
4490	<b>Training</b> Training for emergency response volunteer personnel Community earthquake preparedness program Training for City staff, Council & Commissioners	<b>TOTAL</b>	<b>2,700</b>
4530	<b>Special Equipment Maintenance</b> CWIRS annual maintenance Fire extinguishers annual maintenance EOC Maintenance	<b>TOTAL</b>	<b>10,000</b>

## COMMUNITY DEVELOPMENT

Program: Community Preservation  
Account: 01-950-65

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2012-13	2013-14		2014-15	2015-16
Office Assistant 3/	1.00	0.00		0.00	0.00
Community Development Director 2/	0.10	0.10		0.10	0.10
Secretary - Community Development 2/	0.40	0.00		0.00	0.00
Community Preservation Officer	2.00	2.00		2.00	2.00
Senior Community Preservation Officer	0.00	1.00		1.00	1.00
Community Preservation Supervisor	1.00	0.00		0.00	0.00
Public Safety & Services Manager	0.00	0.10		0.10	0.10
Management Analyst	0.00	0.10		0.10	0.10
Part-Time Positions 1/	1.00	0.95		0.00	0.00
<b>Total:</b>	<b>5.50</b>	<b>4.25</b>		<b>3.30</b>	<b>3.30</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Personnel Costs	587,628	396,620	389,955	321,055	321,055
Operating Expenses	110,240	67,150	63,180	59,880	48,880
<b>Total:</b>	<b>\$ 697,868</b>	<b>\$ 463,770</b>	<b>\$ 453,135</b>	<b>\$ 380,935</b>	<b>\$ 369,935</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
General Fund	697,868	463,770	453,135	380,935	369,935
<b>Total:</b>	<b>\$ 697,868</b>	<b>\$ 463,770</b>	<b>\$ 453,135</b>	<b>\$ 380,935</b>	<b>\$ 369,935</b>

### KEY PROGRAM GOALS

1. Expand the use of administrative citations for the enforcement of various ordinances set forth in the Municipal Code.
2. Use targeted enforcement to pro-actively address code compliance problems within specific neighborhoods.
3. Investigate complaints about Municipal Code violations relating to health, safety, nuisances, housing, and zoning.
4. Work with the business license division to enforce commercial business occupancy (CBO) requirements.
5. Continue the use of FASE to pro-actively enforce both residential and commercial maintenance requirement. 3/

### KEY WORKLOAD MEASURES

	ADOPTED	PROPOSED
	2014-15	2015-16
1. Implement Edgesoft's Enterprise Land Management System (eLMS).	20%	20%
2. Property maintenance code amendments.	0%	0%
3. Administrative penalty & municipal bail schedule amendments.	10%	10%
4. Increase CPO performance/productivity (field inspections).	2,500	2,500
5. Business license enforcement revisions, commercial business occupancy (CBO) requirements.	25%	25%
6. Increase compliance through outreach and resident education (handouts, articles).	4	4
7. Develop and implement inspection upon resale and residential rental ordinance.	75%	75%
8. Develop and implement geographic information system (GIS) system.	50%	50%

### FOOTNOTES:

- 1/ Part-time Community Preservation Officer (1820 hrs.).  
2/ Partially funds personnel and benefit costs for Community Development Director (10%) and Community Development Secretary (40%).  
3/ FASE (Focus Area Systematic Enforcement Program).

**COMMUNITY DEVELOPMENT**

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

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<b>ACCT.</b>					
4116 Office Assistant	12,348	-	-	-	-
4117 Community Development Director	11,104	13,375	10,080	13,500	13,500
4119 Secretary - Community Development	24,033	-	-	-	-
4133 Community Preservation Officer	52,710	59,245	57,515	57,515	57,515
4135 Community Preservation Supervisor	-	-	-	-	-
4135 Public Safety & Services Manager	98,494	10,450	10,450	10,450	10,450
4145 Community Preservation Officer	61,669	64,100	61,630	61,630	61,630
4171 Senior Community Preservation Officer	68,175	74,990	72,110	72,110	72,110
4174 Management Analyst	-	4,255	4,255	5,690	5,690
4150 Overtime	16,209	20,000	28,000	12,600	12,600
4161 Part Time	76,666	52,000	55,000	-	-
4166 Part Time - Park Patrol Officers	16,602	-	-	-	-
4310 Optional Benefits Program	3,462	2,715	2,670	2,715	2,715
4320 Health Insurance	56,670	36,745	29,500	30,600	30,600
4340 PERS Retirement	64,595	44,025	44,025	46,115	46,115
4350 Medicare Tax	10,766	4,035	4,035	3,200	3,200
4360 Other Insurance	14,125	10,685	10,685	-	-
4361 Life/Disability Insurance	-	-	-	4,930	4,930
<b>Total:</b>	<b>\$ 587,628</b>	<b>\$ 396,620</b>	<b>\$ 389,955</b>	<b>\$ 321,055</b>	<b>\$ 321,055</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<b>ACCT.</b>					
4231 Private/Special Contract Services	-	18,000	14,335	-	-
4238 Code Enforcement	85,217	35,000	35,000	31,500	31,500
4405 Mileage Reimbursement	-	-	-	-	-
4410 Meeting Expense	45	-	-	-	-
4415 Vehicle Operation	4,857	3,000	2,210	2,700	2,700
4420 Travel & Conference	686	1,000	40	2,700	2,700
4425 Memberships/Subscriptions	396	500	690	500	500
4440 Telephone	1,544	900	900	900	900
4445 Printing	1,121	1,000	5	1,800	1,800
4450 Postage	20	-	-	1,800	1,800
4455 Uniforms	3,053	2,000	3,155	1,800	1,800
4465 Special Dept Supplies	9,098	4,000	4,380	3,600	3,600
4490 Training	1,556	1,500	2,465	1,350	1,350
4530 Special Equipment Maintenance	2,647	250	-	11,230	230
<b>Total:</b>	<b>\$ 110,240</b>	<b>\$ 67,150</b>	<b>\$ 63,180</b>	<b>\$ 59,880</b>	<b>\$ 48,880</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.*

**ACCT.**

- 4238, 4415, 4455, 4465, 4490 Adjustment (-) reduction due to staff reevaluation of priorities.
- 4420 Adjustment (+) increase due to scheduled training.
- 4445 Adjustment (+) increase due to advertisement for new community programs.
- 4450 Adjustment (+) increase due to advertisement for new community programs.
- 4530 Adjustment (+) increase due to implementation of code enforcement monitoring software.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	COMMUNITY PRESERVATION
	<b>01-950-65</b>	
	<b>SALARIES AND BENEFITS</b>	
4117	Community Development Director (10%)	13,500
4133	Community Preservation Officer	57,515
4135	Public Safety & Services Manager (10%)	10,450
4145	Community Preservation Officer	61,630
4171	Senior Community Preservation Officer	72,110
4174	Management Analyst (10%)	5,690
4150	Overtime	
	<i>Concerts in the Park/Special Enforcement/ community meetings/ LASD assistance</i>	12,600
4310	Optional Benefits Program	2,715
4320	Health Insurance	30,600
4340	PERS Retirement	46,115
4350	Medicare Tax	3,200
4361	Life/Disability Insurance	4,930
	<b>TOTAL</b>	<b>321,055</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4238	<b>Contract legal services</b> City Prosecutor - Code Ammendments and Prosecution	
	<b>TOTAL</b>	<b>31,500</b>
4415	<b>Vehicle Operation</b> Fuel and scheduled preventive maintenance (Unit #115, #121)	
	<b>TOTAL</b>	<b>2,700</b>
4420	<b>Travel &amp; Conference</b> CACEO Annual Seminar	
	<b>TOTAL</b>	<b>2,700</b>
4425	<b>Memberships/Subscriptions</b> California Association of Community Preservation Staff (3 Officers; Supervisor)	
	<b>TOTAL</b>	<b>500</b>
4440	<b>Telephone</b> Cell phone usage for Senior CPO and PSSM	
	<b>TOTAL</b>	<b>900</b>
4445	<b>Printing</b> Community Outreach Materials	
	<b>TOTAL</b>	<b>1,800</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION		
	01-950-65	COMMUNITY PRESERVATION	
4450	<b>Postage</b> Community Outreach Materials - Postage	TOTAL	1,800
4455	<b>Uniforms</b>	TOTAL	1,800
4465	<b>Special Department Supplies</b> Compliance notices and citation forms Miscellaneous code enforcement equipment <i>Additional supplies (pepper spray, citation boxes, envelopes, etc.)</i>	TOTAL	3,600
4490	<b>Training</b> Training for community preservation personnel (workshops, seminars and conferences)	TOTAL	1,350
4530	<b>Special Equipment Maintenance</b> Recertification and Calibration of Sound Level Meter and Calibrator Code Enforcement Software	230 11,000	TOTAL 11,230

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION	COMMUNITY PRESERVATION
	<b>01-950-65</b>	
	<b>SALARIES AND BENEFITS</b>	
4117	Community Development Director (10%)	13,500
4133	Community Preservation Officer	57,515
4135	Public Safety & Services Manager (10%)	10,450
4145	Community Preservation Officer	61,630
4171	Senior Community Preservation Officer	72,110
4174	Management Analyst (10%)	5,690
4150	Overtime	
	<i>Concerts in the Park/Special Enforcement/ community meetings/ LASD assistance</i>	12,600
4310	Optional Benefits Program	2,715
4320	Health Insurance	30,600
4340	PERS Retirement	46,115
4350	Medicare Tax	3,200
4361	Life/Disability Insurance	4,930
	<b>TOTAL</b>	<b>321,055</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4238	<b>Contract legal services</b> City Prosecutor - Code Ammendments and Prosecution	
	<b>TOTAL</b>	<b>31,500</b>
4415	<b>Vehicle Operation</b> Fuel and scheduled preventive maintenance (Unit #115, #121)	
	<b>TOTAL</b>	<b>2,700</b>
4420	<b>Travel &amp; Conference</b> CACEO Annual Seminar	
	<b>TOTAL</b>	<b>2,700</b>
4425	<b>Memberships/Subscriptions</b> California Association of Community Preservation Staff (3 Officers; Supervisor)	
	<b>TOTAL</b>	<b>500</b>
4440	<b>Telephone</b> Cell phone usage for Senior CPO and PSSM	
	<b>TOTAL</b>	<b>900</b>
4445	<b>Printing</b> Community Outreach Materials	
	<b>TOTAL</b>	<b>1,800</b>

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2015-2016

ACCT. NO.	DESCRIPTION	COMMUNITY PRESERVATION
	01-950-65	
4450	<b>Postage</b> Community Outreach Materials - Postage	<b>TOTAL 1,800</b>
4455	<b>Uniforms</b>	<b>TOTAL 1,800</b>
4465	<b>Special Department Supplies</b> Compliance notices and citation forms Miscellaneous code enforcement equipment <i>Additional supplies (pepper spray, citation boxes, envelopes, etc.)</i>	<b>TOTAL 3,600</b>
4490	<b>Training</b> Training for community preservation personnel (workshops, seminars and conferences)	<b>TOTAL 1,350</b>
4530	<b>Special Equipment Maintenance</b> Recertification and Calibration of Sound Level Meter and Calibrator	<b>TOTAL 230</b>

## 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.

<b>STAFFING SUMMARY (FTEs)</b>	<i>ACTUAL</i>	<i>ADOPTED</i>		<i>ADOPTED</i>	<i>PROPOSED</i>
	<i>2012-13</i>	<i>2013-14</i>		<i>2014-15</i>	<i>2015-16</i>
Community Development Director	0.10	0.00		0.00	0.00
Office Assistant	0.00	0.20		0.20	0.20
Secretary - Public Works	0.20	0.40		0.40	0.40
Parking Control Officer	0.00	1.00		1.00	1.00
Public Safety Supervisor	0.20	0.20		0.20	0.20
Public Safety & Services Manager	0.00	0.20		0.20	0.20
Management Analyst	0.00	0.20		0.20	0.20
Part-Time Positions	2.02	2.63		2.63	2.63
<b>Total:</b>	<b>2.52</b>	<b>4.83</b>		<b>4.83</b>	<b>4.83</b>

<b>BUDGET SUMMARY</b>	<i>ACTUAL</i>	<i>ADOPTED</i>	<i>ESTIMATED</i>	<i>ADOPTED</i>	<i>PROPOSED</i>
	<i>2012-13</i>	<i>2013-14</i>	<i>2013-14</i>	<i>2014-15</i>	<i>2015-16</i>
Personnel Costs	303,393	334,860	319,845	322,335	329,800
Operating Expenses	61,241	84,845	78,470	74,735	74,735
<b>Total:</b>	<b>\$ 364,634</b>	<b>\$ 419,705</b>	<b>\$ 398,315</b>	<b>\$ 397,070</b>	<b>\$ 404,535</b>

<b>FUNDING SOURCES</b>	<i>ACTUAL</i>	<i>ADOPTED</i>	<i>ESTIMATED</i>	<i>ADOPTED</i>	<i>PROPOSED</i>
	<i>2012-13</i>	<i>2013-14</i>	<i>2013-14</i>	<i>2014-15</i>	<i>2015-16</i>
General Fund	364,634	419,705	398,315	397,070	404,535
<b>Total:</b>	<b>\$ 364,634</b>	<b>\$ 419,705</b>	<b>\$ 398,315</b>	<b>\$ 397,070</b>	<b>\$ 404,535</b>

### KEY PROGRAM GOALS

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

<b>KEY WORKLOAD MEASURES</b>	<i>ADOPTED</i>	<i>PROPOSED</i>
	<i>2014-15</i>	<i>2015-16</i>
Number of annual overnight parking permits issued.	800	800
Number of parking citation hearings reviewed by Public Safety Commission.	200	200
Number of parking citations paid by phone or internet.	2,000	2,000

**COMMUNITY DEVELOPMENT**

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

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<b>ACCT.</b>					
4117 Community Development Director	11,104	-	-	-	-
4116 Office Assistant	6,174	8,665	8,665	8,730	8,730
4130 Secretary-Public Works	11,379	24,140	23,210	23,210	23,210
4132 Public Safety Supervisor	17,198	18,255	18,255	18,255	18,255
4134 Parking Control Officer	51,057	62,770	62,770	62,785	62,785
4135 Public Safety & Services Manager	-	20,900	20,900	20,900	20,900
4174 Management Analyst	-	8,505	8,505	11,380	11,380
4150 Overtime	9,285	21,500	24,155	3,000	3,000
4161 Part Time	111,378	99,690	88,870	110,075	117,540
4166 Part Time - Park Patrol Officers	8,553	-	-	-	-
4310 Optional Benefits Program	1,788	1,810	1,700	1,810	1,810
4320 Health Insurance	29,289	26,370	20,560	23,050	23,050
4340 PERS Retirement	33,386	30,660	30,660	32,190	32,190
4350 Medicare Tax	5,502	3,525	3,525	3,700	3,700
4360 Other Insurance	7,300	8,070	8,070	-	-
4361 Life/Disability Insurance	-	-	-	3,250	3,250
<b>Total:</b>	<b>\$ 303,393</b>	<b>\$ 334,860</b>	<b>\$ 319,845</b>	<b>\$ 322,335</b>	<b>\$ 329,800</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<b>ACCT.</b>					
4212 Parking Administration	42,405	60,000	60,000	60,000	60,000
4410 Meeting Expense	26	-	-	-	-
4415 Vehicle Operation	4,061	3,000	3,215	3,000	3,000
4420 Travel & Conference	-	2,600	400	-	-
4425 Membership & Subscriptions	235	275	275	275	275
4440 Telephone	871	400	400	400	400
4450 Postage	-	500	-	-	-
4455 Uniforms	2,902	2,200	3,100	1,980	1,980
4465 Special Dept. Supplies	7,132	11,470	6,890	6,380	6,380
4490 Training	924	1,400	695	-	-
4530 Special Equipment Maintenance	2,685	3,000	3,495	2,700	2,700
<b>Total:</b>	<b>\$ 61,241</b>	<b>\$ 84,845</b>	<b>\$ 78,470</b>	<b>\$ 74,735</b>	<b>\$ 74,735</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.*

**ACCT.**

- 4455, 4530 Adjustment (-) reduction due to staff reevaluation of priorities.
- 4420 Adjustment (-) reduction due to no conferences scheduled and all travel using city vehicles.
- 4450 Adjustment (-) reduction due to applications being provided over-counter and on website in-lieu of mailing.
- 4465 Adjustment (-) reduction due to fewer supplies being ordered because some parking citation supplies being provided with contractor.
- 4490 Adjustment (-) reduction due to no training scheduled coming fiscal year.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	
01-950-67		PARKING ADMINISTRATION
	<b>SALARIES AND BENEFITS</b>	
4135	Public Safety & Services Manager (20%)	20,900
4132	Public Safety Supervisor (20%)	18,255
4116	Office Assistant (20%)	8,730
4130	Secretary - Public Works (40%)	23,210
4134	Parking Control Officer	62,785
4174	Management Analyst (20%)	11,380
4161	Part Time - Parking Control Officers <i>\$20.16 x 35 Hrs x 52 Wks x 3 positions</i>	110,075
4150	Overtime <i>Overtime for Transportation &amp; Public Safety Commission Meetings</i>	3,000
4310	Optional Benefits Program	1,810
4320	Health Insurance	23,050
4340	PERS Retirement	32,190
4350	Medicare Tax	3,700
4361	Life/Disability Insurance	3,250
	<b>TOTAL</b>	<b>322,335</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4212	<b>Parking Administration</b> Citation Processing Center - Data Ticket	60,000
	<b>TOTAL</b>	<b>60,000</b>
4415	<b>Vehicle Operation</b>	3,000
	<b>TOTAL</b>	<b>3,000</b>
4420	<b>Travel &amp; Conference</b> Conferences for 2 Public Safety Commissioners	-
	<b>TOTAL</b>	<b>-</b>
4425	<b>Memberships/Subscriptions</b> Membership in Cal Public Parking Association for staff and commissioners	275
	<b>TOTAL</b>	<b>275</b>
4440	<b>Telephone</b> Monthly service charge - \$35 per unit x 2 = \$70 x 12 months	400
	<b>TOTAL</b>	<b>400</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	PARKING ADMINISTRATION
	<b>01-950-67</b>	
4450	<b>Postage</b> Annual overnight parking permit renewals, parking citations (Done through third party processing company, Data Ticket)	<b>TOTAL</b> -
4455	<b>Uniforms</b> Replacement of existing and proposed staff increase	<b>TOTAL</b> 1,980
4465	<b>Special Department Supplies</b> Overnight parking permit stickers Citation forms = 20,000 citation forms @ 0.175 each Temporary Parking Machine paper Miscellaneous small tools/equipment/office supplies Handheld ticket writer paper rolls	<b>TOTAL</b> 6,380
4490	<b>Training</b> Training classes and seminars for commissioners/staff	<b>TOTAL</b> -
4530	<b>Special Equipment Maintenance</b> Annual software maintenance program Annual maintenance agreement for the temporary parking permit machine Monthly server hosting for the temporary parking permit machine program Annual online report services Annual software license for handheld ticket writers Monthly lease and support for handheld ticket writers	<b>TOTAL</b> 2,700

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION	
01-950-67		<b>PARKING ADMINISTRATION</b>
	<b>SALARIES AND BENEFITS</b>	
4135	Public Safety & Services Manager (20%)	20,900
4132	Public Safety Supervisor (20%)	18,255
4116	Office Assistant (20%)	8,730
4130	Secretary - Public Works (40%)	23,210
4134	Parking Control Officer	62,785
4174	Management Analyst (20%)	11,380
4161	Part Time - Parking Control Officers	
	<i>\$21.85 x 35 Hrs x 52 Wks x 1 positions \$42,360</i>	
	<i>\$19.39 x 35 Hrs x 52 Wks x 2 positions \$75,180</i>	117,540
4150	Overtime	
	<i>Overtime for Transportation &amp; Public Safety Commission Meetings</i>	3,000
4310	Optional Benefits Program	1,810
4320	Health Insurance	23,050
4340	PERS Retirement	32,190
4350	Medicare Tax	3,700
4361	Life/Disability Insurance	3,250
		<b>TOTAL 329,800</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4212	<b>Parking Administration</b>	
	Citation Processing Center - Data Ticket	
		<b>TOTAL 60,000</b>
4415	<b>Vehicle Operation</b>	
		<b>TOTAL 3,000</b>
4420	<b>Travel &amp; Conference</b>	
	Conferences for 2 Public Safety Commissioners	
		-
4425	<b>Memberships/Subscriptions</b>	
	Membership in Cal Public Parking Association for staff and commissioners	
		<b>TOTAL 275</b>
4440	<b>Telephone</b>	
	Monthly service charge - \$35 per unit x 2 = \$70 x 12 months	
		<b>TOTAL 400</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION	
	01-950-67	PARKING ADMINISTRATION
4450	<b>Postage</b> Annual overnight parking permit renewals, parking citations (Done through third party processing company, Data Ticket)	TOTAL -
4455	<b>Uniforms</b> Replacement of existing and proposed staff increase	TOTAL 1,980
4465	<b>Special Department Supplies</b> Overnight parking permit stickers Citation forms = 20,000 citation forms @ 0.175 each Temporary Parking Machine paper Miscellaneous small tools/equipment/office supplies Handheld ticket writer paper rolls	TOTAL 6,380
4490	<b>Training</b> Training classes and seminars for commissioners/staff	TOTAL -
4530	<b>Special Equipment Maintenance</b> Annual software maintenance program Annual maintenance agreement for the temporary parking permit machine Monthly server hosting for the temporary parking permit machine program Annual online report services Annual software license for handheld ticket writers Monthly lease and support for handheld ticket writers	TOTAL 2,700

# PUBLIC WORKS

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

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

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

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

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

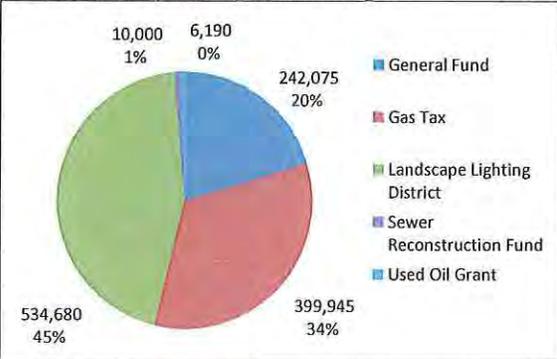
**Program 76: Sidewalk Maintenance**  
Maintain/repair public sidewalks.

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

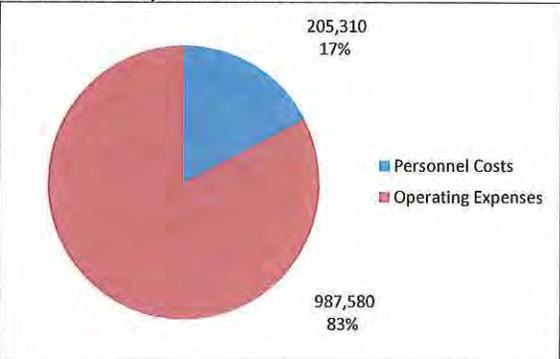
**Program 78: Street Lighting**  
Maint. and utility provision for street lights.

## DEPARTMENT SUMMARY

**FY 2014-15: Adopted Program Financing**



**FY 2014-15: Adopted Resources Allocated**



	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<b>RESOURCES ALLOCATED</b>					
Personnel Costs	103,397	243,185	194,725	205,310	205,310
Operating Expenses	908,780	1,241,630	925,420	987,580	987,580
<b>Total:</b>	<b>\$ 1,012,177</b>	<b>\$ 1,484,815</b>	<b>\$ 1,120,145</b>	<b>\$ 1,192,890</b>	<b>\$ 1,192,890</b>
<b>PROGRAM FINANCING</b>					
General Fund	187,046	314,110	240,690	242,075	242,075
Gas Tax	413,474	639,430	395,495	399,945	399,945
Landscape & Lighting District	402,436	525,085	477,770	534,680	534,680
Traffic Congestion Relief Fund	-	-	-	-	-
Sewer Reconstruction Fund	-	-	-	10,000	10,000
SB821	-	-	-	-	-
Used Oil Grant	9,221	6,190	6,190	6,190	6,190
<b>Total:</b>	<b>\$ 1,012,177</b>	<b>\$ 1,484,815</b>	<b>\$ 1,120,145</b>	<b>\$ 1,192,890</b>	<b>\$ 1,192,890</b>
<b>PERSONNEL (FTE)</b>					
	1.00	2.93		2.05	2.05
<b>Total:</b>	<b>1.00</b>	<b>2.93</b>		<b>2.05</b>	<b>2.05</b>

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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	ADOPTED		ADOPTED	PROPOSED
	2012-13	2013-14		2014-15	2015-16
Community Dev Director 1/	0.15	0.20		0.20	0.20
Community Dev Manager 1/	0.10	0.00		0.00	0.00
Office Assistant	0.00	0.20		0.20	0.20
Public Safety Supervisor 1/	0.10	0.10		0.10	0.10
Secretary - Pub Works	0.20	0.25		0.25	0.25
Public Safety & Services Manager	0.00	0.10		0.10	0.10
Management Analyst	0.00	0.10		0.10	0.10
Part Time 3/	0.00	0.88		0.00	0.00
<b>Total:</b>	<b>0.55</b>	<b>1.83</b>		<b>0.95</b>	<b>0.95</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Personnel Costs	60,255	144,780	98,350	105,435	105,435
Operating Expenses	132,791	122,830	120,800	140,140	140,140
<b>Total:</b>	<b>\$ 193,046</b>	<b>\$ 267,610</b>	<b>\$ 219,150</b>	<b>\$ 245,575</b>	<b>\$ 245,575</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Gas Tax 2107.5	6,000	6,000	6,000	6,000	6,000
General Fund	187,046	261,610	213,150	239,575	239,575
<b>Total:</b>	<b>\$ 193,046</b>	<b>\$ 267,610</b>	<b>\$ 219,150</b>	<b>\$ 245,575</b>	<b>\$ 245,575</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2014-15	2015-16
Staff attendance at the San Gabriel Valley Council of Governments Public Works Technical Advisory Committee.	12	12
Staff attendance at NPDES training (10-15 staff members each time).	1	1
Administer NPDES consultant contract.	1	1
Develop Five Year Capital Improvement Program.	1	1
Adopt Downtown Parking and Citywide Traffic Calming Plans. 4/	2	2

### FOOTNOTES:

- 1/ Reorganization and additional staff/duties allocation .
- 2/ Elimination of position.
- 3/ Secretary vacation coverage.
- 4/ Project completion carryover to 2012-13 due to delays from windstorm.

## COMMUNITY DEVELOPMENT

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

### EXPENDITURE DETAIL

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<b>ACCT.</b>					
4117 Community Dev Director	16,656	26,755	20,165	26,995	26,995
4116 Office Assistant	8,232	8,665	8,665	8,730	8,730
4132 Public Safety Supervisor	8,599	9,125	9,125	9,125	9,125
4135 Public Safety & Services Manager	-	10,450	10,450	10,450	10,450
4130 Secretary - Pub Works	11,379	15,085	14,510	14,510	14,510
4174 Management Analyst	-	4,255	4,255	5,690	5,690
4150 Overtime	31	-	-	-	-
4161 Part Time	-	38,450	3,000	-	-
4310 Optional Benefits Program	356	780	630	780	780
4320 Health Insurance	5,828	12,010	8,345	11,520	11,520
4340 PERS Retirement	6,643	14,050	14,050	14,885	14,885
4350 Medicare Tax	1,078	1,620	1,620	1,095	1,095
4360 Other Insurance	1,453	3,535	3,535	-	-
4361 Life/Disability Insurance	-	-	-	1,655	1,655
<b>Total:</b>	<b>\$ 60,255</b>	<b>\$ 144,780</b>	<b>\$ 98,350</b>	<b>\$ 105,435</b>	<b>\$ 105,435</b>

OPERATING COSTS	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<b>ACCT.</b>					
4215 LA CO - General Services	304	500	-	500	500
4239 Engineering Services	71,488	50,000	50,000	40,500	40,500
4277 NPDES	58,074	64,700	66,485	90,000	90,000
4410 Meeting Expense	89	150	-	-	-
4420 Travel & Conference	1,500	3,000	-	1,500	1,500
4425 Memberships/Subscriptions	-	230	-	4,430	4,430
4440 Telephone	-	720	720	360	360
4465 Special Dept Supplies	1,325	3,030	3,095	900	900
4490 Training	11	500	500	1,950	1,950
<b>Total:</b>	<b>\$ 132,791</b>	<b>\$ 122,830</b>	<b>\$ 120,800</b>	<b>\$ 140,140</b>	<b>\$ 140,140</b>

### ACCOUNT MODIFICATIONS

*Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.*

**ACCT.**

- 4239 Adjustment (-) reduction due to implementation of public service request software.
- 4277 Adjustment (+) increase due to new NPDES permit requirements.
- 4410 Adjustment (-) reduction due to no new meeting expenses.
- 4420 Adjustment (-) decrease due to use of City vehicle for travel.
- 4425 Adjustment (+) increase due to new subscriptions.
- 4440 Adjustment (-) reduction due to anticipated hiring of CDD Director after start of FY 2014-15.
- 4465 Adjustment (-) reduction due to moving of payment for engineering services to Building.
- 4490 Adjustment (+) increase due to additional training.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	
<b>21-960-71</b>		<b>ADMINISTRATION &amp; ENGINEERING</b>
	<b>SALARIES AND BENEFITS</b>	
4117	Community Development Director (20%)	26,995
4135	Public Safety & Services Manager (10%)	10,450
4132	Public Safety Supervisor (10%)	9,125
4116	Office Assistant (20%)	8,730
4130	Secretary - Public Works (25%)	14,510
4174	Management Analyst (10%)	5,690
4310	Optional Benefits Program	780
4320	Health Insurance	11,520
4340	PERS Retirement	14,885
4350	Medicare Tax	1,095
4361	Life/Disability Insurance	1,655
		<b>TOTAL 105,435</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4215	<b>LA Co - General Services</b> General administrative services, public works plan checks, construction permit processing, engineering surveys, and special project assistance performed by the County, City portion of LAFCO costs	
		<b>TOTAL 500</b>
4239	<b>Engineering Services</b> PUBLIC WORKS - Professional engineering services, inspection services, engineering services, and special project assistance for city projects	
		<b>TOTAL 40,500</b>
4277	<b>NPDES</b> National Pollutant Discharge Elimination System (Environmental Engineering Services for NPDES Program Development and Implementation) NPDES Storm Drain Filming For Illegal Connections Administer TMDL (Total Maximum Daily Loads) mandated by California Regional Water Quality Control Board annual waste discharge (SRWCB) Increase Catch Basin Maintenance per MS4 Permit	
		<b>TOTAL 90,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	ADMINISTRATION & ENGINEERING
	<b>21-960-71</b>	
4420	<b>Travel &amp; Conference</b> Public Works Training/Conference for Public Safety Officer and Director of Community Development	<b>TOTAL 1,500</b>
4425	<b>Memberships/Subscriptions</b> Memberships for Public Works Organizations	<b>TOTAL 4,430</b>
4440	<b>Telephone</b> Cell phone usage for Director of Community Development	<b>TOTAL 360</b>
4465	<b>Special Department Supplies</b> General office supplies (BNI Public Works Green Book, Cost Book, Standard Plans)	<b>TOTAL 900</b>
4490	<b>Training</b> Training for Public Works personnel (workshops, seminars & conferences)	<b>TOTAL 1,950</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION	
<b>21-960-71</b>		<b>ADMINISTRATION &amp; ENGINEERING</b>
	<b>SALARIES AND BENEFITS</b>	
4117	Community Development Director (20%)	26,995
4135	Public Safety & Services Manager (10%)	10,450
4132	Public Safety Supervisor (10%)	9,125
4116	Office Assistant (20%)	8,730
4130	Secretary - Public Works (25%)	14,510
4174	Management Analyst (10%)	5,690
4310	Optional Benefits Program	780
4320	Health Insurance	11,520
4340	PERS Retirement	14,885
4350	Medicare Tax	1,095
4361	Life/Disability Insurance	1,655
		<b>TOTAL 105,435</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4215	<b>LA Co - General Services</b> General administrative services, public works plan checks, construction permit processing, engineering surveys, and special project assistance performed by the County, City portion of LAFCO costs	
		<b>TOTAL 500</b>
4239	<b>Engineering Services</b> PUBLIC WORKS - Professional engineering services, inspection services, engineering services, and special project assistance for city projects	
		<b>TOTAL 40,500</b>
4277	<b>NPDES</b> National Pollutant Discharge Elimination System (Environmental Engineering Services for NPDES Program Development and Implementation) NPDES Storm Drain Filming For Illegal Connections Administer TMDL (Total Maximum Daily Loads) mandated by California Regional Water Quality Control Board annual waste discharge (SRWCB) Increase Catch Basin Maintenance per MS4 Permit	
		<b>TOTAL 90,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION		
	21-960-71	<b>ADMINISTRATION &amp; ENGINEERING</b>	
4420	<b>Travel &amp; Conference</b> Public Works Training/Conference for Public Safety Officer and Director of Community Development	<b>TOTAL</b>	<b>1,500</b>
4425	<b>Memberships/Subscriptions</b> Memberships for Public Works Organizations	<b>TOTAL</b>	<b>4,430</b>
4440	<b>Telephone</b> Cell phone usage for Director of Community Development	<b>TOTAL</b>	<b>360</b>
4465	<b>Special Department Supplies</b> General office supplies (BNI Public Works Green Book, Cost Book, Standard Plans)	<b>TOTAL</b>	<b>900</b>
4490	<b>Training</b> Training for Public Works personnel (workshops, seminars & conferences)	<b>TOTAL</b>	<b>1,950</b>

## COMMUNITY DEVELOPMENT

Program: Street Cleaning  
Account: 21-960-72

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2012-13	2013-14		2014-15	2015-16
Total:	0.00	0.00		0.00	0.00

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Personnel Costs	-	-	-	-	-
Operating Expenses	128,737	122,340	118,780	200,000	200,000
Total:	\$ 128,737	\$ 122,340	\$ 118,780	\$ 200,000	\$ 200,000

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
General Fund	-	-	-	-	-
Gas Tax (2105, 2106, 2107)	128,737	122,340	118,780	200,000	200,000
Total:	\$ 128,737	\$ 122,340	\$ 118,780	\$ 200,000	\$ 200,000

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2014-15	2015-16
Number of curb miles swept.	3,600	6,900
Implementation of city wide street sweeping ordinance.	100%	100%

**COMMUNITY DEVELOPMENT**

Program: Street Cleaning  
Account: 21-960-72

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<u>ACCT.</u>					
	-	-	-	-	-
<b>Total:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

OPERATING COSTS	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<u>ACCT.</u>					
4256 Street Cleaning	128,737	122,340	118,780	200,000	200,000
<b>Total:</b>	<b>\$ 128,737</b>	<b>\$ 122,340</b>	<b>\$ 118,780</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.*

ACCT.

4256 Adjustment (+) increase due to cost of street sweeping all city streets once weekly.

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2014-2015

ACCT. NO.	DESCRIPTION
21-960-72	<b>STREET CLEANING</b>
	<b>MAINTENANCE AND OPERATIONS</b>
4256	<b>Street Cleaning</b> Athens Services - Street sweeping contract services Weekly street sweeping
	<b>TOTAL                    200,000</b>

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2015-2016

ACCT. NO.	DESCRIPTION
21-960-72	STREET CLEANING
	MAINTENANCE AND OPERATIONS
4256	<b>Street Cleaning</b> Athens Services - Street sweeping contract services Weekly street sweeping
	<b>TOTAL                    200,000</b>

## COMMUNITY DEVELOPMENT

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

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2012-13	2013-14		2014-15	2015-16
	0.00	0.00		0.00	0.00
Total:	0.00	0.00		0.00	0.00

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Personnel Costs	-	-	-	-	-
Operating Expenses	104,168	151,800	113,100	136,500	136,500
Total:	\$ 104,168	\$ 151,800	\$ 113,100	\$ 136,500	\$ 136,500

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Lighting & Landscape District	104,168	151,800	113,100	136,500	136,500
Total:	\$ 104,168	\$ 151,800	\$ 113,100	\$ 136,500	\$ 136,500

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2014-15	2015-16
Traffic signals inspected and serviced.	100%	100%

**COMMUNITY DEVELOPMENT**

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

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<u>ACCT.</u>					
	-	-	-	-	-
<b>Total:</b>	\$ -	\$ -	\$ -	\$ -	\$ -

OPERATING EXPENSES	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<u>ACCT.</u>					
4216 Contract Service - Public	85,020	115,000	78,100	100,000	100,000
4435 Utilities	18,074	35,000	35,000	35,000	35,000
4960 Administrative Charges	1,074	1,800	-	1,500	1,500
<b>Total:</b>	\$ 104,168	\$ 151,800	\$ 113,100	\$ 136,500	\$ 136,500

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.*

ACCT.

- 4216 Adjustment (-) reduction due to staff reevaluation of necessary cost for traffic signal maintenance.
- 4960 Adjustment (-) reduction due to unnecessary expenditures for FY 2013-14.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	TRAFFIC SIGNAL MAINTENANCE
47-960-73	<b>MAINTENANCE AND OPERATIONS</b>	
4216	<p><b>Contract Service - Public</b> Los Angeles County Public Works Department</p> <p>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</p>	<b>TOTAL 100,000</b>
4435	<p><b>Utilities</b> Edison International - Energy for 38 signal controlled intersections</p>	<b>TOTAL 35,000</b>
4960	<p><b>Administration</b> Reimbursement for general fund direct and indirect cost associated with managing the program budget</p>	<b>TOTAL 1,500</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION	TRAFFIC SIGNAL MAINTENANCE
47-960-73		
	<b>MAINTENANCE AND OPERATIONS</b>	
4216	<p><b>Contract Service - Public</b> Los Angeles County Public Works Department</p> <p>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</p>	<b>TOTAL 100,000</b>
4435	<p><b>Utilities</b> Edison International - Energy for 38 signal controlled intersections</p>	<b>TOTAL 35,000</b>
4960	<p><b>Administration</b> Reimbursement for general fund direct and indirect cost associated with managing the program budget</p>	<b>TOTAL 1,500</b>

## COMMUNITY DEVELOPMENT

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

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2012-13	2013-14		2014-15	2015-16
Maintenance Lead Worker	0.30	0.30		0.30	0.30
Maintenance Worker	0.00	0.40		0.40	0.40
<b>Total:</b>	<b>0.30</b>	<b>0.70</b>		<b>0.70</b>	<b>0.70</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Personnel Costs	24,999	55,220	54,630	56,795	56,795
Operating Expenses	85,248	170,400	78,960	53,400	53,400
<b>Total:</b>	<b>\$ 110,247</b>	<b>\$ 225,620</b>	<b>\$ 133,590</b>	<b>\$ 110,195</b>	<b>\$ 110,195</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Traffic Congestion Relief Fund	-	-	-	-	-
Gas Tax (2105, 2106, 2107)	110,247	225,620	133,590	110,195	110,195
<b>Total:</b>	<b>\$ 110,247</b>	<b>\$ 225,620</b>	<b>\$ 133,590</b>	<b>\$ 110,195</b>	<b>\$ 110,195</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2014-15	2015-16
Replace traffic signs with retro-reflectivity compliant signs.	100%	100%
Repaint stop sign/bar pavement markings.	100%	100%
Repaint school zone pavement markings.	100%	100%

**COMMUNITY DEVELOPMENT**

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

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<b>ACCT.</b>					
4139 Maintenance Lead Worker	18,642	18,830	18,830	18,835	18,835
4146 Maintenance Worker	-	18,645	18,645	18,650	18,650
4310 Optional Benefits Program	147	575	440	575	575
4320 Health Insurance	2,411	6,660	6,205	8,475	8,475
4340 PERS Retirement	2,749	8,180	8,180	8,850	8,850
4350 Medicare Tax	449	545	545	545	545
4360 Other Insurance	601	1,785	1,785	-	-
4361 Life/Disability Insurance	-	-	-	865	865
<b>Total:</b>	<b>\$ 24,999</b>	<b>\$ 55,220</b>	<b>\$ 54,630</b>	<b>\$ 56,795</b>	<b>\$ 56,795</b>

OPERATING COSTS	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<b>ACCT.</b>					
4255 Striping/Pavement	33,939	95,000	1,780	25,000	25,000
4266 Curb Addressing	-	15,000	425	10,000	10,000
4465 Special Dept Supplies	-	400	400	400	400
4510 Maintenance & Repair	51,309	60,000	76,355	18,000	18,000
<b>Total:</b>	<b>\$ 85,248</b>	<b>\$ 170,400</b>	<b>\$ 78,960</b>	<b>\$ 53,400</b>	<b>\$ 53,400</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.*

**ACCT.**

- 4255 Adjustment (-) reduction due to inclusion of street striping as part of allotted funding for street resurfaced.
- 4266 Adjustment (-) reduction due to majority of street addresses were painted during fiscal year 2013-14.
- 4510 Adjustment (-) reduction due to majority of signage installed during FY 2013-14.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	
21-960-74	TRAFFIC SIGNS & STRIPING MAINTENANCE	
	<b>SALARIES AND BENEFITS</b>	
4139	Maintenance Lead Worker (30%)	18,835
4146	Maintenance Worker (40%)	18,650
4310	Optional Benefits Program	575
4320	Health Insurance	8,475
4340	PERS Retirement	8,850
4350	Medicare Tax	545
4361	Life/Disability Insurance	865
	<b>TOTAL</b>	<b>56,795</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4255	<b>Striping/Pavement</b> Schedule striping and pavement marking including select system school zones, curb painting, new pavement, and pavement reflector replacement (estimated)	
	<b>TOTAL</b>	<b>25,000</b>
4266	<b>Curb Addressing</b> Perform every 5 years, next due FY2018-19	
	<b>TOTAL</b>	<b>10,000</b>
4465	<b>Special Department Supplies</b> Small Tools and Materials	
	<b>TOTAL</b>	<b>400</b>
4510	<b>Maintenance &amp; Repair</b> City routine sign maintenance, replacement & repair (estimated)	
	<b>TOTAL</b>	<b>18,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION	
21-960-74	TRAFFIC SIGNS & STRIPING MAINTENANCE	
<b>SALARIES AND BENEFITS</b>		
4139	Maintenance Lead Worker (30%)	18,835
4146	Maintenance Worker (40%)	18,650
4310	Optional Benefits Program	575
4320	Health Insurance	8,475
4340	PERS Retirement	8,850
4350	Medicare Tax	545
4361	Life/Disability Insurance	865
	<b>TOTAL</b>	<b>56,795</b>
<b>MAINTENANCE AND OPERATIONS</b>		
4255	<b>Striping/Pavement</b> Schedule striping and pavement marking including select system school zones, curb painting, new pavement, and pavement reflector replacement (estimated)	
	<b>TOTAL</b>	<b>25,000</b>
4266	<b>Curb Addressing</b> Perform every 5 years, next due FY2018-19	
	<b>TOTAL</b>	<b>10,000</b>
4465	<b>Special Department Supplies</b> Small Tools and Materials	
	<b>TOTAL</b>	<b>400</b>
4510	<b>Maintenance &amp; Repair</b> City routine sign maintenance, replacement & repair (estimated)	
	<b>TOTAL</b>	<b>18,000</b>

## COMMUNITY DEVELOPMENT

Program: Street Maintenance  
Account: 21-960-75

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2012-13	2013-14		2014-15	2015-16
	0.00	0.00		0.00	0.00
<b>Total:</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>	<b>0.00</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Personnel Costs	-	-	-	-	-
Operating Expenses	75,422	120,470	71,900	68,750	68,750
<b>Total:</b>	<b>\$ 75,422</b>	<b>\$ 120,470</b>	<b>\$ 71,900</b>	<b>\$ 68,750</b>	<b>\$ 68,750</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Sewer Reconstruction Fund	-	-	-	10,000	10,000
Gas Tax (2105, 2106, 2107)	75,422	120,470	71,900	58,750	58,750
<b>Total:</b>	<b>\$ 75,422</b>	<b>\$ 120,470</b>	<b>\$ 71,900</b>	<b>\$ 68,750</b>	<b>\$ 68,750</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2014-15	2015-16
Scheduled hardscape repair and slurry seal in Maintenance Areas 1 & 2. 1/	-	-
Scheduled hardscape repair and slurry seal in Maintenance Areas 3 & 4. 1/	-	-
Conduct Pavement Management Study & schedule hardscape and slurry repairs.	100	100

#### FOOTNOTES:

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

**COMMUNITY DEVELOPMENT**

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

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<u>ACCT.</u>	-	-	-	-	-
<b>Total:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

OPERATING EXPENSES	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<u>ACCT.</u>					
4216 Contract Service - Public	73,336	97,500	68,310	48,750	48,750
4231 Prv/Spc Contract Services	-	-	-	10,000	10,000
4257 Street Maintenance	1,542	22,970	3,590	10,000	10,000
4440 Telephone	544	-	-	-	-
<b>Total:</b>	<b>\$ 75,422</b>	<b>\$ 120,470</b>	<b>\$ 71,900</b>	<b>\$ 68,750</b>	<b>\$ 68,750</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.*

ACCT.

- 4216 Adjustment (-) reduction due to bringing pothole patrol in-house.
- 4231 Adjustment (+) increase due to sewer reconstruction.
- 4257 Adjustment (-) reduction due to fewer pothole repairs in FY 2014-15 because of PMP implementation.

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2014-2015

ACCT. NO.	DESCRIPTION		
21-960-75			STREET MAINTENANCE
	MAINTENANCE AND OPERATIONS		
4216	<b>Contract Service - Public</b> Los Angeles County Public Works Department  Routine street maintenance and repair Storm damage repairs and debris removal	45,000 3,750	
		<b>TOTAL</b>	<b>48,750</b>
4231	<b>Prv/Spc Contract Services</b> Sewer & Street Funding Analysis ( Sewer Reconstruction funded \$10,000)		
		<b>TOTAL</b>	<b>10,000</b>
4257	<b>Street Maintenance</b> Pot Hole Repair		
		<b>TOTAL</b>	<b>10,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION	STREET MAINTENANCE
21-960-75		
	MAINTENANCE AND OPERATIONS	
4216	<b>Contract Service - Public</b> Los Angeles County Public Works Department  Routine street maintenance and repair Storm damage repairs and debris removal	45,000 3,750
		<b>TOTAL 48,750</b>
4231	<b>Prv/Spc Contract Services</b> Sewer & Street Funding Analysis ( Sewer Reconstruction funded \$10,000)	
		<b>TOTAL 10,000</b>
4257	<b>Street Maintenance</b> Pot Hole Repair	
		<b>TOTAL 10,000</b>

## COMMUNITY DEVELOPMENT

Program: Sidewalk Maintenance  
Account: 21-960-76

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2012-13	2013-14		2014-15	2015-16
	0.00	0.00		0.00	0.00
<b>Total:</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>	<b>0.00</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Personnel Costs	-	-	-	-	-
Operating Expenses	93,068	165,000	65,225	25,000	25,000
<b>Total:</b>	<b>\$ 93,068</b>	<b>\$ 165,000</b>	<b>\$ 65,225</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
SB821	-	-	-	-	-
Gas Tax (2105, 2106, 2107)	93,068	165,000	65,225	25,000	25,000
<b>Total:</b>	<b>\$ 93,068</b>	<b>\$ 165,000</b>	<b>\$ 65,225</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2014-15	2015-16
Scheduled hardscape repair in Maintenance Areas 1 & 2.	-	-
Scheduled hardscape repair in Maintenance Areas 3 & 4.	-	-
Monthly inspections of City sidewalks.	12	12
Install new ADA ramps. 1/	80	80
Sidewalk construction and improvements.	TBD	TBD

#### FOOTNOTES:

1/ ADA Ramps installation - CDBG funded.

**COMMUNITY DEVELOPMENT**

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

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
ACCT.	-	-	-	-	-
<b>Total:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

OPERATING EXPENSES	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
ACCT.					
4216 Contract Service - Public	89,700	35,000	35,000	10,000	10,000
4258 Sidewalk Maintenance	3,368	130,000	30,225	15,000	15,000
<b>Total:</b>	<b>\$ 93,068</b>	<b>\$ 165,000</b>	<b>\$ 65,225</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.*

**ACCT.**

- 4216 Adjustment (-) reduction due to fewer temporary sidewalk repairs because of planned permanent sidewalk reconstruction.
- 4258 Adjustment (-) reduction due to majority of sidewalk reconstruction being done in FY 2013-14.

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2014-2015

ACCT. NO.	DESCRIPTION	
21-960-76		SIDEWALK MAINTENANCE
	<b>MAINTENANCE AND OPERATIONS</b>	
4216	<b>Contract Service - Public</b> Los Angeles County Public Works Department semi-annual sidewalk inspection program and sidewalk repairs	<b>TOTAL 10,000</b>
4258	<b>Sidewalk Maintenance</b> Private contractors - Project design engineering services (estimated) Project administration and construction inspection (estimated) Sidewalk replacement (estimated)	<b>TOTAL 15,000</b>

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2015-2016

ACCT. NO.	DESCRIPTION	SIDEWALK MAINTENANCE
21-960-76	MAINTENANCE AND OPERATIONS	
4216	<b>Contract Service - Public</b> Los Angeles County Public Works Department semi-annual sidewalk inspection program and sidewalk repairs	<b>TOTAL 10,000</b>
4258	<b>Sidewalk Maintenance</b> Private contractors - Project design engineering services (estimated) Project administration and construction inspection (estimated) Sidewalk replacement (estimated)	<b>TOTAL 15,000</b>

## COMMUNITY DEVELOPMENT

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

### STATEMENT OF PURPOSE

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

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

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Personnel Costs	-	-	-	-	-
Operating Expenses	9,221	58,690	33,730	8,690	8,690
<b>Total:</b>	<b>\$ 9,221</b>	<b>\$ 58,690</b>	<b>\$ 33,730</b>	<b>\$ 8,690</b>	<b>\$ 8,690</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
General Fund	-	52,500	27,540	2,500	2,500
Used Oil Grant	9,221	6,190	6,190	6,190	6,190
<b>Total:</b>	<b>\$ 9,221</b>	<b>\$ 58,690</b>	<b>\$ 33,730</b>	<b>\$ 8,690</b>	<b>\$ 8,690</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2014-15	2015-16
Provide outreach at various community events regarding used oil recycling.	5	5
Maintain City presence at the San Gabriel Valley Solid Waste Joint Powers Authority (monthly).	12	12
Administer solid waste contract.	1	1
Household Hazardous Waste event.	1	1

#### FOOTNOTES:

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

**COMMUNITY DEVELOPMENT**

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

**EXPENDITURE DETAIL**

OPERATING EXPENSES	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<u>ACCT.</u>					
4231 PRV/SPC Contract Services	-	50,000	27,540	-	-
4241 SRRE Program	-	2,500	-	2,500	2,500
4605 Recycling Program	9,221	6,190	6,190	6,190	6,190
<b>Total:</b>	<b>\$ 9,221</b>	<b>\$ 58,690</b>	<b>\$ 33,730</b>	<b>\$ 8,690</b>	<b>\$ 8,690</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.*

ACCT.

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2014-2015

ACCT. NO.	DESCRIPTION	
01-960-77		<b>SOLID WASTE MANAGEMENT</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4241	<b>SRRE Program</b> Professional consultation services. Solid waste reduction and recycling element (SRRE) (estimated contingency)	<b>TOTAL 2,500</b>
4605	<b>Recycling Program (Fund 17)</b> Used Oil Program and Recycling Grant	<b>TOTAL 6,190</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION	
01-960-77		<b>SOLID WASTE MANAGEMENT</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4241	<b>SRRE Program</b> Professional consultation services. Solid waste reduction and recycling element (SRRE) (estimated contingency)	<b>TOTAL 2,500</b>
4605	<b>Recycling Program</b> <b>(Fund 17)</b> Used Oil Program and Recycling Grant	<b>TOTAL 6,190</b>

## 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	ADOPTED		ADOPTED	PROPOSED
	2012-13	2013-14		2014-15	2015-16
Secretary - Pub Wrks	0.05	0.10		0.10	0.10
Public Safety Supervisor	0.10	0.10		0.10	0.10
Public Safety & Services Manager	0.00	0.10		0.10	0.10
Management Analyst	0.00	0.10		0.10	0.10
<b>Total:</b>	<b>0.15</b>	<b>0.40</b>		<b>0.40</b>	<b>0.40</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Personnel Costs	18,143	43,185	41,745	43,080	43,080
Operating Expenses	280,125	330,100	322,925	355,100	355,100
<b>Total:</b>	<b>\$ 298,268</b>	<b>\$ 373,285</b>	<b>\$ 364,670</b>	<b>\$ 398,180</b>	<b>\$ 398,180</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
General Fund	-	-	-	-	-
Lighting & Landscape District	298,268	373,285	364,670	398,180	398,180
<b>Total:</b>	<b>\$ 298,268</b>	<b>\$ 373,285</b>	<b>\$ 364,670</b>	<b>\$ 398,180</b>	<b>\$ 398,180</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2014-15	2015-16
Updated street light master plan.	100%	100%
Upgrade street lights with the latest energy efficiency technology.	100%	100%

**COMMUNITY DEVELOPMENT**

Program: Street Lighting  
Account: 47-960-78

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<u>ACCT.</u>					
4116 Office Assistant	2,058	-	-	-	-
4130 Secretary - Pub Wrks	2,844	6,035	5,800	5,800	5,800
4132 Public Safety Supervisor	8,599	9,125	9,125	9,125	9,125
4135 Public Safety & Services Manager	-	10,450	10,450	10,450	10,450
4150 Overtime	8	-	-	-	-
4174 Management Analyst	-	4,255	4,255	5,690	5,690
4310 Optional Benefits Program	107	330	315	330	330
4320 Health Insurance	1,758	5,150	3,960	4,265	4,265
4340 PERS Retirement	2,004	6,220	6,220	6,285	6,285
4350 Medicare Tax	327	435	435	450	450
4360 Other Insurance	438	1,185	1,185	-	-
4361 Life/Disability Insurance	-	-	-	685	685
<b>Total:</b>	<b>\$ 18,143</b>	<b>\$ 43,185</b>	<b>\$ 41,745</b>	<b>\$ 43,080</b>	<b>\$ 43,080</b>

OPERATING COSTS	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<u>ACCT.</u>					
4240 Assessment District Eng	10,375	9,000	6,375	9,000	9,000
4271 Prv/Spc Prgs Contract Srv	1,596	1,500	1,550	1,500	1,500
4465 Special Dept Supplies	-	100	-	100	100
4510 Maintenance & Repair	14,751	40,000	40,000	40,000	40,000
4570 Energy & Maintenance	250,087	275,000	275,000	300,000	300,000
4960 Administrative Charges	3,316	4,500	-	4,500	4,500
<b>Total:</b>	<b>\$ 280,125</b>	<b>\$ 330,100</b>	<b>\$ 322,925</b>	<b>\$ 355,100</b>	<b>\$ 355,100</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.*

ACCT.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	STREET LIGHTING
47-960-78		
<b>SALARIES AND BENEFITS</b>		
4135	Public Safety & Services Manager (10%)	10,450
4132	Public Safety Supervisor (10%)	9,125
4130	Secretary - Public Works (10%)	5,800
4174	Management Analyst (10%)	5,690
4310	Optional Benefits Program	330
4320	Health Insurance	4,265
4340	PERS Retirement	6,285
4350	Medicare Tax	450
4361	Life/Disability Insurance	685
		<b>TOTAL 43,080</b>
<b>MAINTENANCE AND OPERATIONS</b>		
4240	<b>Assessment District Engineer</b> Annual Lighting and Maintenance Assessment District Update	<b>TOTAL 9,000</b>
4271	<b>Private/Special Programs Contract Services</b> Underground Service Alert program (estimated)	<b>TOTAL 1,500</b>
4465	<b>Special Department Supplies</b> General office supplies	<b>TOTAL 100</b>
4510	<b>Maintenance &amp; Repair</b> Los Angeles County Public Works Department Street Light maintenance and repair (estimated - includes 3% liability insurance)	<b>TOTAL 40,000</b>
4570	<b>Energy &amp; Maintenance</b> Edison International Street Light energy and maintenance costs	<b>TOTAL 300,000</b>
4960	<b>Administrative Charges</b> Reimbursement of general funds direct and indirect costs associated with managing the program budget	<b>TOTAL 4,500</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION	STREET LIGHTING
47-960-78		
	<b>SALARIES AND BENEFITS</b>	
4135	Public Safety & Services Manager (10%)	10,450
4132	Public Safety Supervisor (10%)	9,125
4130	Secretary - Public Works (10%)	5,800
4174	Management Analyst (10%)	5,690
4310	Optional Benefits Program	330
4320	Health Insurance	4,265
4340	PERS Retirement	6,285
4350	Medicare Tax	450
4361	Life/Disability Insurance	685
	<b>TOTAL</b>	<b>43,080</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4240	<b>Assessment District Engineer</b> Annual Lighting and Maintenance Assessment District Update	<b>9,000</b>
4271	<b>Private/Special Programs Contract Services</b> Underground Service Alert program (estimated)	<b>1,500</b>
4465	<b>Special Department Supplies</b> General office supplies	<b>100</b>
4510	<b>Maintenance &amp; Repair</b> Los Angeles County Public Works Department Street Light maintenance and repair (estimated - includes 3% liability insurance)	<b>40,000</b>
4570	<b>Energy &amp; Maintenance</b> Edison International Street Light energy and maintenance costs	<b>300,000</b>
4960	<b>Administrative Charges</b> Reimbursement of general funds direct and indirect costs associated with managing the program budget	<b>4,500</b>
	<b>TOTAL</b>	<b>4,500</b>

# MAINTENANCE

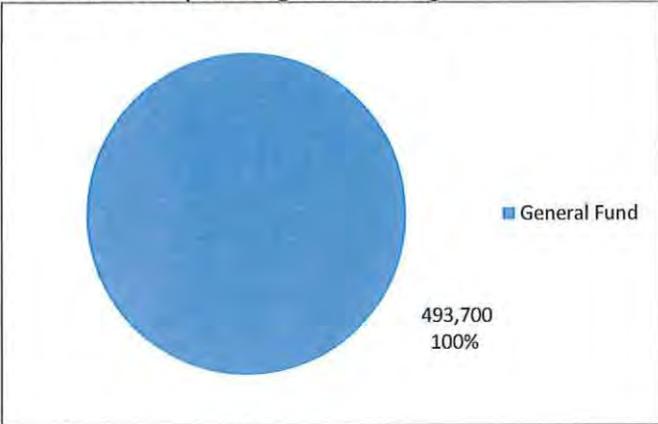
**Program 81: General Government Buildings**  
Operate and maintain City buildings.

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

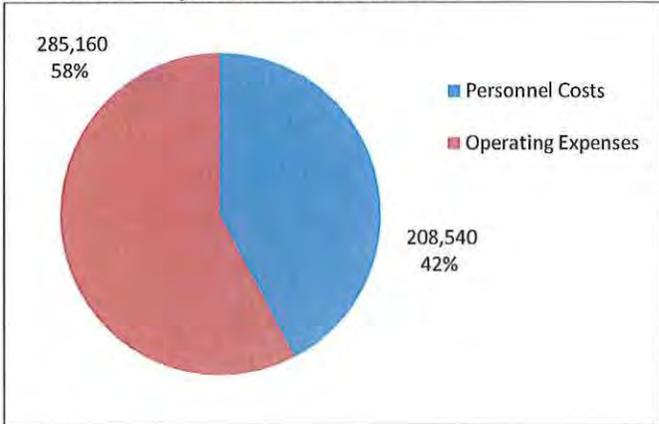
**Program 84: Graffiti Abatement**  
Graffiti cleanup response.

## DEPARTMENT SUMMARY

FY 2014-15: Adopted Program Financing



FY 2014-15: Adopted Resources Allocated



	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<b>RESOURCES ALLOCATED</b>					
Personnel Costs	229,085	195,730	203,455	208,540	201,160
Operating Expenses	342,047	304,975	246,490	285,160	285,160
<b>Total:</b>	<b>\$ 571,132</b>	<b>\$ 500,705</b>	<b>\$ 449,945</b>	<b>\$ 493,700</b>	<b>\$ 486,320</b>
<b>PROGRAM FINANCING</b>					
General Fund	571,132	500,705	449,945	493,700	486,320
<b>Total:</b>	<b>\$ 571,132</b>	<b>\$ 500,705</b>	<b>\$ 449,945</b>	<b>\$ 493,700</b>	<b>\$ 486,320</b>
<b>PERSONNEL (FTE)</b>					
	3.87	3.25		3.25	3.25
<b>Total:</b>	<b>3.87</b>	<b>3.25</b>		<b>3.25</b>	<b>3.25</b>

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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	ADOPTED		ADOPTED	PROPOSED
	2012-13	2013-14		2014-15	2015-16
Community Dev Director	0.10	0.00		0.00	0.00
Maint Lead Worker	0.40	0.40		0.40	0.40
Maint Worker	0.00	0.30		0.30	0.30
<b>Total:</b>	<b>0.50</b>	<b>0.70</b>		<b>0.70</b>	<b>0.70</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Personnel Costs	53,138	74,280	73,660	63,555	59,055
Operating Expenses	259,792	237,685	175,070	207,050	207,050
<b>Total:</b>	<b>\$ 312,930</b>	<b>\$ 311,965</b>	<b>\$ 248,730</b>	<b>\$ 270,605</b>	<b>\$ 266,105</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
General Fund	312,930	311,965	248,730	270,605	266,105
<b>Total:</b>	<b>\$ 312,930</b>	<b>\$ 311,965</b>	<b>\$ 248,730</b>	<b>\$ 270,605</b>	<b>\$ 266,105</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2014-15	2015-16
Remodel City Council Chambers.	100%	100%
Paint City Hall, Civic Center and Chamber of Commerce.	100%	100%
Develop a Facilities Master Plan.	-	100%
Upgrade HVAC and Lighting/Controls in City facilities.	50%	100%
Administer and monitor performance of Janitorial contract.	100%	100%

FOOTNOTES:

**COMMUNITY DEVELOPMENT**

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

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<b>ACCT.</b>					
4117 Community Dev Director	11,101	-	-	-	-
4139 Maint Lead Worker	24,856	25,110	25,110	25,110	25,110
4146 Maint Worker	-	13,985	13,985	13,990	13,990
4150 Overtime	3,676	16,500	16,500	4,500	-
4310 Optional Benefits Program	313	575	450	575	575
4320 Health Insurance	5,124	7,200	6,705	8,690	8,690
4340 PERS Retirement	5,841	8,530	8,530	9,230	9,230
4350 Medicare Tax	950	565	565	565	565
4360 Other Insurance	1,277	1,815	1,815	-	-
4361 Life/Disability Insurance	-	-	-	895	895
<b>Total:</b>	<b>\$ 53,138</b>	<b>\$ 74,280</b>	<b>\$ 73,660</b>	<b>\$ 63,555</b>	<b>\$ 59,055</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<b>ACCT.</b>					
4252 Janitorial Services	22,869	23,500	28,035	24,000	24,000
4259 Mechanical Maintenance	15,601	14,000	10,775	12,600	12,600
4260 General Maintenance	2,349	2,400	4,440	4,000	4,000
4425 Memberships/Subscriptions	497	2,000	-	1,350	1,350
4435 Utilities	57,286	50,000	50,000	50,000	50,000
4440 Telephone	10,215	12,500	12,500	12,500	12,500
4465 Special Dept Supplies	24,623	24,000	11,535	22,000	22,000
4505 Primrose Property Expense	7,811	7,560	4,130	7,560	7,560
4506 Property Expense (5800 TC BL)	-	12,030	12,030	-	-
4510 Maintenance & Repair	45,687	42,000	12,835	32,000	32,000
4530 Special Equipment Maint	36,346	45,000	26,095	40,500	40,500
4580 Equipment Rental	1,139	1,000	1,000	540	540
4685 SpecialProjects	35,369	1,695	1,695	-	-
<b>Total:</b>	<b>\$ 259,792</b>	<b>\$ 237,685</b>	<b>\$ 175,070</b>	<b>\$ 207,050</b>	<b>\$ 207,050</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted 2014-15 budgets.*

**ACCT.**

- 4259, 4530 Adjustment (-) reduction due to staff reevaluation of priorities.
- 4260 Adjustment (+) increase due to additional maintenance services for city-owned buildings.
- 4425 Adjustment (-) reduction due to lower cost for some memberships and subscriptions.
- 4465 Adjustment (-) reduction due to fewer expenses on special department supplies.
- 4580 Adjustment (-) decrease due to purchase of less expensive water dispenser.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	GENERAL GOVERNMENT BUILDINGS
01-970-81		
	<b>SALARIES AND BENEFITS</b>	
4139	Maintenance Lead Worker (40%)	25,110
4146	Maintenance Worker (30%)	13,990
4150	Overtime	4,500
4310	Optional Benefits Program	575
4320	Health Insurance	8,690
4340	PERS Retirement	9,230
4350	Medicare Tax	565
4361	Life/Disability Insurance	895
	<b>TOTAL</b>	<b>63,555</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4252	<b>Janitorial Services</b> Janitorial Services for City Hall and Civic Center, Community Room including janitorial & special services i.e. carpet cleaning, window washing, wall cleaning, floors, etc .	
	<b>TOTAL</b>	<b>24,000</b>
4259	<b>Mechanical Maintenance</b> HVAC system maintenance & supplies Emergency power generator maintenance and AQMD permit	
	<b>TOTAL</b>	<b>12,600</b>
4260	<b>General Maintenance</b> Alarm services (City Hall, Civic Center, La Rosa Yard) Pest control services	
	<b>TOTAL</b>	<b>4,000</b>
4425	<b>Memberships &amp; Subscriptions</b> Charter TV subscription for City Hall and EOC	
	<b>TOTAL</b>	<b>1,350</b>
4435	<b>Utilities</b> City Hall, Civic Center and EOC Edison International Southern California Gas Sunnyslope Water	
	<b>TOTAL</b>	<b>50,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION		
	<b>01-970-81</b>	<b>GENERAL GOVERNMENT BUILDINGS</b>	
4440	<b>Telephone</b> SBC Pac Bell - local service & cell phones (2), estimated AT & T - long distance service Telephone system maintenance and repair	<b>TOTAL</b>	<b>12,500</b>
4465	<b>Special Department Supplies</b> Lighting, water & misc. supplies Cleaning, sanitary supplies, trash liners, and paper goods Flags Misc Department Supplies	4,400 6,100 6,000 5,500	<b>TOTAL 22,000</b>
4505	<b>Primrose Property Expense</b> General expenses in regards to the Primrose Property	<b>TOTAL</b>	<b>7,560</b>
4510	<b>Maintenance &amp; Repair</b> General building repairs and facility maintenance (estimated). Includes CNG Gas Equipment, mat cleaning and misc. repairs and maintenance.	<b>TOTAL</b>	<b>32,000</b>
4530	<b>Special Equipment Maintenance</b> Radio communications equipment preventive maintenance and repair Annual fire extinguisher service Annual Defibrillator (City Hall & Civic Center) Annual Fueling Station Card Reader CTY Connect phone system Agreement KGEM TV and Cable Service	<b>TOTAL</b>	<b>40,500</b>
4580	<b>Equipment Rental</b> Water dispensers	<b>TOTAL</b>	<b>540</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION	
01-970-81		GENERAL GOVERNMENT BUILDINGS
	<b>SALARIES AND BENEFITS</b>	
4139	Maintenance Lead Worker (40%)	25,110
4146	Maintenance Worker (30%)	13,990
4150	Overtime	
4310	Optional Benefits Program	575
4320	Health Insurance	8,690
4340	PERS Retirement	9,230
4350	Medicare Tax	565
4361	Life/Disability Insurance	895
		<b>TOTAL 59,055</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4252	<b>Janitorial Services</b> Janitorial Services for City Hall and Civic Center, Community Room including janitorial & special services i.e. carpet cleaning, window washing, wall cleaning, floors, etc .	
		<b>TOTAL 24,000</b>
4259	<b>Mechanical Maintenance</b> HVAC system maintenance & supplies Emergency power generator maintenance and AQMD permit	
		<b>TOTAL 12,600</b>
4260	<b>General Maintenance</b> Alarm services (City Hall, Civic Center, La Rosa Yard) Pest control services	
		<b>TOTAL 4,000</b>
4425	<b>Memberships &amp; Subscriptions</b> Charter TV subscription for City Hall and EOC	
		<b>TOTAL 1,350</b>
4435	<b>Utilities</b> City Hall, Civic Center and EOC Edison International Southern California Gas Sunnyslope Water	
		<b>TOTAL 50,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION	GENERAL GOVERNMENT BUILDINGS	
01-970-81			
4440	<b>Telephone</b> SBC Pac Bell - local service & cell phones (2), estimated AT & T - long distance service Telephone system maintenance and repair	<b>TOTAL</b>	<b>12,500</b>
4465	<b>Special Department Supplies</b> Lighting, water & misc. supplies Cleaning, sanitary supplies, trash liners, and paper goods Flags Misc Department Supplies	4,400 6,100 6,000 5,500	<b>TOTAL 22,000</b>
4505	<b>Primrose Property Expense</b> General expenses in regards to the Primrose Property	<b>TOTAL</b>	<b>7,560</b>
4510	<b>Maintenance &amp; Repair</b> General building repairs and facility maintenance (estimated). Includes CNG Gas Equipment, mat cleaning and misc. repairs and maintenance.	<b>TOTAL</b>	<b>32,000</b>
4530	<b>Special Equipment Maintenance</b> Radio communications equipment preventive maintenance and repair Annual fire extinguisher service Annual Defibrillator (City Hall & Civic Center) Annual Fueling Station Card Reader CTY Connect phone system Agreement KGEM TV and Cable Service	<b>TOTAL</b>	<b>40,500</b>
4580	<b>Equipment Rental</b> Water dispensers	<b>TOTAL</b>	<b>540</b>

## 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	ADOPTED		ADOPTED	PROPOSED
	2012-13	2013-14		2014-15	2015-16
Public Safety Supervisor	0.10	0.00		0.00	0.00
Maintenance Lead Worker	0.30	0.30		0.30	0.30
Maintenance Worker	1.00	0.30		0.30	0.30
Public Safety & Services Manager	0.00	0.10		0.10	0.10
Management Analyst	0.00	0.10		0.10	0.10
Part Time	1.97	1.75		1.75	1.75
<b>Total:</b>	<b>3.37</b>	<b>2.55</b>		<b>2.55</b>	<b>2.55</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Personnel Costs	173,218	121,450	129,795	144,985	142,105
Operating Expenses	48,531	40,890	37,170	42,710	42,710
<b>Total:</b>	<b>\$ 221,749</b>	<b>\$ 162,340</b>	<b>\$ 166,965</b>	<b>\$ 187,695</b>	<b>\$ 184,815</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
General Fund	221,749	162,340	166,965	187,695	184,815
<b>Total:</b>	<b>\$ 221,749</b>	<b>\$ 162,340</b>	<b>\$ 166,965</b>	<b>\$ 187,695</b>	<b>\$ 184,815</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2014-15	2015-16
Maintain irrigation system.	100%	100%
Inspect and maintain parking lot lighting system.	100%	100%

FOOTNOTES:

**COMMUNITY DEVELOPMENT**

Program: Parking Facilities  
Account: 01-970-82

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<b>ACCT.</b>					
4132 Public Safety Supervisor	8,599	-	-	-	-
4135 Public Safety & Services Manager	-	10,450	10,450	10,450	10,450
4139 Maint Lead Worker	18,642	18,830	18,830	18,835	18,835
4146 Maintenance Worker	44,623	13,985	13,985	13,990	13,990
4174 Management Analyst	-	4,255	4,255	5,690	5,690
4150 Overtime	6,828	4,500	7,500	2,880	-
4161 Part Time	50,300	45,000	51,700	69,740	69,740
4310 Optional Benefits Program	1,021	660	520	660	660
4320 Health Insurance	16,730	8,555	7,340	9,405	9,405
4340 PERS Retirement	19,069	10,070	10,070	10,510	10,510
4350 Medicare Tax	3,236	1,705	1,705	1,720	1,720
4360 Other Insurance	4,170	3,440	3,440	-	-
4361 Life/Disability Insurance	-	-	-	1,105	1,105
<b>Total:</b>	<b>\$ 173,218</b>	<b>\$ 121,450</b>	<b>\$ 129,795</b>	<b>\$ 144,985</b>	<b>\$ 142,105</b>

OPERATING EXPENSES	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
<b>ACCT.</b>					
4231 Private/Special Contract Services	2,640	-	-	-	-
4415 Vehicle Operation	9,968	9,000	7,920	11,710	11,710
4420 Travel & Conference	609	-	-	-	-
4435 Utilities	14,023	14,390	14,390	15,000	15,000
4440 Telephone	455	400	400	400	400
4455 Uniforms	4,405	4,100	2,385	3,700	3,700
4465 Special Dept Supplies	8,213	6,000	6,000	5,400	5,400
4490 Training	207	1,000	370	900	900
4510 Maintenance & Repair	5,633	4,000	4,000	3,600	3,600
4530 Special Equipment Maint	471	600	385	1,000	1,000
4550 Small Tool Replacement	1,907	1,400	1,320	1,000	1,000
<b>Total:</b>	<b>\$ 48,531</b>	<b>\$ 40,890</b>	<b>\$ 37,170</b>	<b>\$ 42,710</b>	<b>\$ 42,710</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.*

**ACCT.**

- 4465, 4490, 4510, Adjustment (-) reduction due to staff reevaluation of priorities.
- 4415 Adjustment (+) increase due to new vehicle leases.
- 4530 Adjustment (+) increase due to purchase of new equipment.
- 4550 Adjustment (-) reduction due to fewer purchases of small tools.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	PARKING FACILITIES
	<b>01-970-82</b>	
	<b>SALARIES AND BENEFITS</b>	
4135	Public Safety & Services Manager (10%)	10,450
4139	Maintenance Lead Worker (30%)	18,835
4146	Maintenance Worker (30%)	13,990
4174	Management Analyst (10%)	5,690
4150	Overtime	2,880
4161	Part Time <i>Two Maintenance Workers (\$19.16 x 35Hrs/Wk x 52 Wks x 2)</i>	69,740
4310	Optional Benefits Program	660
4320	Health Insurance	9,405
4340	PERS Retirement	10,510
4350	Medicare Tax	1,720
4361	Life/Disability Insurance	1,105
	<b>TOTAL</b>	<b>144,985</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4415	<b>Vehicle Operation</b> Estimated fuel consumption (Unit 102, 103) Schedule preventive maintenance Extraordinary repair	<b>TOTAL 11,710</b>
4435	<b>Utilities</b> Edison International Sunnyslope Water	<b>TOTAL 15,000</b>
4440	<b>Telephone</b> Cellular phone monthly service charge ( 12 months @ \$35) additional cell phone supplies	<b>TOTAL 400</b>
4455	<b>Uniforms</b> Maintenance Worker's uniforms	<b>TOTAL 3,700</b>
4465	<b>Special Department Supplies</b> Herbicides, trash bags, water hoses Rain gear, gloves & disposal gloves Safety equipment	<b>TOTAL 5,400</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	PARKING FACILITIES
	<b>01-970-82</b>	
4490	<b>Training</b> Training Parking Maintenance personnel (workshops, seminars, etc.)	<b>TOTAL 900</b>
4510	<b>Maintenance &amp; Repair</b> Parking Lot Lighting, landscaping, water irrigation systems, signs	<b>TOTAL 3,600</b>
4530	<b>Special Equipment Maintenance</b> Standard lawnmower, hedge trimming and motorized equipment maintenance and repair	<b>TOTAL 1,000</b>
4550	<b>Small Tool Replacement</b> Shovels, rakes, brooms and general tool replacement	<b>TOTAL 1,000</b>

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016**

ACCT. NO.	DESCRIPTION	PARKING FACILITIES
	<b>01-970-82</b>	
	<b>SALARIES AND BENEFITS</b>	
4135	Public Safety & Services Manager (10%)	10,450
4139	Maintenance Lead Worker (30%)	18,835
4146	Maintenance Worker (30%)	13,990
4174	Management Analyst (10%)	5,690
4150	Overtime	-
4161	Part Time <i>Two Maintenance Workers (\$19.53 x 35Hrs/Wk x 52 Wks x 2)</i>	69,740
4310	Optional Benefits Program	660
4320	Health Insurance	9,405
4340	PERS Retirement	10,510
4350	Medicare Tax	1,720
4361	Life/Disability Insurance	1,105
	<b>TOTAL</b>	<b>142,105</b>
	<b>MAINTENANCE AND OPERATIONS</b>	
4415	<b>Vehicle Operation</b> Estimated fuel consumption (Unit 102, 103) Schedule preventive maintenance Extraordinary repair	<b>TOTAL 11,710</b>
4435	<b>Utilities</b> Edison International Sunnyslope Water	<b>TOTAL 15,000</b>
4440	<b>Telephone</b> Cellular phone monthly service charge ( 12 months @ \$35) additional cell phone supplies	<b>TOTAL 400</b>
4455	<b>Uniforms</b> Maintenance Worker's uniforms	<b>TOTAL 3,700</b>
4465	<b>Special Department Supplies</b> Herbicides, trash bags, water hoses Rain gear, gloves & disposal gloves Safety equipment	<b>TOTAL 5,400</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2015-2016

ACCT. NO.	DESCRIPTION		
	<b>01-970-82</b>		<b>PARKING FACILITIES</b>
4490	<b>Training</b> Training Parking Maintenance personnel (workshops, seminars, etc.)	<b>TOTAL</b>	<b>900</b>
4510	<b>Maintenance &amp; Repair</b> Parking Lot Lighting, landscaping, water irrigation systems, signs	<b>TOTAL</b>	<b>3,600</b>
4530	<b>Special Equipment Maintenance</b> Standard lawnmower, hedge trimming and motorized equipment maintenance and repair	<b>TOTAL</b>	<b>1,000</b>
4550	<b>Small Tool Replacement</b> Shovels, rakes, brooms and general tool replacement	<b>TOTAL</b>	<b>1,000</b>

## COMMUNITY DEVELOPMENT

Program: Graffiti Abatement  
Account: 01-970-84

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2012-13	2013-14		2014-15	2015-16
Office Assistant	0.00	0.00		0.00	0.00
<b>Total:</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>	<b>0.00</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
Personnel Costs	2,729	-	-	-	-
Operating Expenses 1/	33,724	26,400	34,250	35,400	35,400
<b>Total:</b>	<b>\$ 36,453</b>	<b>\$ 26,400</b>	<b>\$ 34,250</b>	<b>\$ 35,400</b>	<b>\$ 35,400</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
General Fund	36,453	26,400	34,250	35,400	35,400
<b>Total:</b>	<b>\$ 36,453</b>	<b>\$ 26,400</b>	<b>\$ 34,250</b>	<b>\$ 35,400</b>	<b>\$ 35,400</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2014-15	2015-16
Number of graffiti tags removed.	18,000	18,000
Number of graffiti tags removed (observed by contractor).	14,400	14,400
Number of graffiti tags removed (by call in).	3,600	3,600

#### FOOTNOTES:

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

**COMMUNITY DEVELOPMENT**

Program: Graffiti Abatement  
Account: 01-970-84

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<u>ACCT.</u>					
4116 Office Assistant	2,058	-	-	-	-
4150 Overtime	8	-	-	-	-
4310 Optional Benefits Program	15	-	-	-	-
4320 Health Insurance	251	-	-	-	-
4340 PERS Retirement	286	-	-	-	-
4350 Medicare Tax	48	-	-	-	-
4360 Other Insurance	63	-	-	-	-
<b>Total:</b>	<b>\$ 2,729</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2012-13	2013-14	2013-14	2014-15	2015-16
<u>ACCT.</u>					
4262 Graffiti Abatement	33,678	26,000	34,250	35,000	35,000
4465 Special Dept. Supplies	46	400	-	400	400
<b>Total:</b>	<b>\$ 33,724</b>	<b>\$ 26,400</b>	<b>\$ 34,250</b>	<b>\$ 35,400</b>	<b>\$ 35,400</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2013-14 and adopted FY 2014-15 budgets.*

ACCT.

4262 Adjustment (+) increase due to higher levels of graffiti.

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2014-2015

ACCT. NO.	DESCRIPTION		
01-970-84		<b>GRAFFITI ABATEMENT</b>	
	<b>MAINTENANCE AND OPERATIONS</b>		
4262	<b>Graffiti Abatement</b> Graffiti removal contract service Supplemental Graffiti Abatement	<b>TOTAL</b>	<b>35,000</b>
4465	<b>Special Department Supplies</b> Graffiti removal supplies	<b>TOTAL</b>	<b>400</b>

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2015-2016

ACCT. NO.	DESCRIPTION	
01-970-84	GRAFFITI ABATEMENT	
	MAINTENANCE AND OPERATIONS	
4262	<b>Graffiti Abatement</b> Graffiti removal contract service Supplemental Graffiti Abatement	TOTAL 35,000
4465	<b>Special Department Supplies</b> Graffiti removal supplies	TOTAL 400

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016

**VEHICLES &  
EQUIPMENT  
REPLACEMENT**

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**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

**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 2014-16 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 2014-16. 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 2014-16. 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.

**CITY OF TEMPLE CITY**

**ADOPTED BUDGET**

FY 2014-2016

DEPARTMENT: EQUIPMENT REPLACEMENT

DIVISION: EQUIPMENT REPLACEMENT

PROGRAM: VEHICLES & EQUIPMENT

ACCOUNT NO: XX-980-XX-XXXX

**SUMMARY OF EXPENDITURES**

	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
PERSONNEL	-	-	-	-	-
OPERATING EXPENSES	-	-	-	-	-
CAPITAL OUTLAY	201,155	432,930	272,180	141,900	35,400
<b>TOTAL</b>	<b>201,155</b>	<b>432,930</b>	<b>272,180</b>	<b>141,900</b>	<b>35,400</b>

**FUNDING SOURCE**

General Fund	96,900
Gas Tax	45,000

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016**

DEPARTMENT: EQUIPMENT REPLACEMENT  
PROGRAM: VEHICLES & EQUIPMENT

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

**EXPENDITURE DETAIL**

ACCT. NO.	ACTIVITY	ACTUAL 2012-13	ADOPTED 2013-14	ESTIMATED 2013-14	ADOPTED 2014-15	PROPOSED 2015-16
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	-	-	-	-	-
	<b>OPERATING EXPENSE</b>					
	<b>TOTAL OPERATING EXP</b>	-	-	-	-	-
	<b>CAPITAL OUTLAY</b>					
4820	Vehicles	10,811	30,180	18,560	-	-
4830	Office Equipment	69,525	167,750	129,355	81,400	35,400
4840	Special Equipment	120,819	235,000	124,265	60,500	-
	<b>TOTAL CAP OUTLAY</b>	<b>201,155</b>	<b>432,930</b>	<b>272,180</b>	<b>141,900</b>	<b>35,400</b>
	<b>TOTAL PROGRAM</b>	<b>201,155</b>	<b>432,930</b>	<b>272,180</b>	<b>141,900</b>	<b>35,400</b>

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016

CAPITALIZED FIXED ASSETS

		<u>DESCRIPTION</u>		<u>ADOPTED FY 2013-14</u>	<u>ESTIMATED FY 2013-14</u>	<u>ADOPTED FY 2014-15</u>	<u>PROPOSED FY 2015-16</u>
<b>MANAGEMENT SERVICES</b>							
Council Support	- Office	3 Five Drawer Lateral Files		4,240	3,450		
		<b>01-910-45-4830</b>	GF	4,240	3,450		
<b>PARKS &amp; RECREATION</b>							
Recreation/Human Services	- Office	ActiveNet Fully Hosted, Web Based Recreation Registration (included consultation and on site training)		20,000	18,000		
		10 Mobile Tables				6,000	
		<b>01-940-57-4830</b>	GF	20,000	18,000	6,000	
	- Special	2 Enclosed Canopy with Windows		1,400	1,310		
		1 Portable Generator		1,200	1,090		
		1 Portable Pitching Machine		1,200	1,180		
		3 Street Banners		2,400	1,000		
		2 Enclosed Canopy with Windows				1,500	
		<b>01-940-57-4840</b>	GF	6,200	4,580	1,500	
Parks - Maintenance/Facilities	- Vehicle	1 Tractor		20,000	18,560		
		<b>01-940-59-4820</b>	GF	20,000	18,560		
	- Office	2 Picnic Tables		2,600	2,500		
		Lobby Furniture for Live Oak Park Community Center		3,000	2,620		
		<b>01-940-59-4830</b>	GF	5,600	5,120		
	- Special	1 Toro Push Mower		1,200	1,150		
		1 Push Reel Mower		1,800	1,700		
		2 Mower Catchers		8,000	6,000		
		1 Core Aerator		4,500	4,000		
		1 Kubota Vacuum				14,000	
		<b>01-940-59-4840</b>	GF	15,500	12,850	14,000	

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016

CAPITALIZED FIXED ASSETS

		<u>DESCRIPTION</u>		<u>ADOPTED FY 2013-14</u>	<u>ESTIMATED FY 2013-14</u>	<u>ADOPTED FY 2014-15</u>	<u>PROPOSED FY 2015-16</u>
Parks - Maintenance/Facilities	- Special	8 Engraved Waste Enclosures for Temple City Park <b>01-940-59-4840</b>	BCR	7,500	7,500		
				7,500	7,500		
Trees & Parkways	- Vehicle	2 Tires for Unit #105 <b>47-970-83-4820</b>	L/LD	3,180	-		
				3,180	-		
	- Special	1 Brush Chipper 2 Chain Saws <b>47-970-83-4840</b>	L/LD	46,000	44,090		
				1,800	1,840		
				47,800	45,930		
<b>COMMUNITY DEVELOPMENT</b>							
Planning	- Office	Printer 2 Office Chairs <b>01-930-53-4830</b>	GF	1,310	1,315		
				1,600	1,600		
				2,910	2,915		
Building	- Office	6 Office Chairs 6 Office Chairs <b>01-930-54-4830</b>	GF			5,400	5,400
						5,400	5,400
Public Safety Division							
Emergency Services	- Office	4 Laptop Computers (including moving of existing Ham radios to new EOC and installation of new VHF antenna) <b>01-950-64-4830</b>	GF			15,000	
						15,000	
	- Special	8 Mobile Radios for vehicles with installation Handheld Radio and Desk Terminals Upgrade of 20 Portable Radios for Staff <b>01-950-64-4840</b>	GF	15,000	14,070		
				21,000	21,315		
				36,000	35,385		

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016

CAPITALIZED FIXED ASSETS

		<u>DESCRIPTION</u>		<u>ADOPTED</u> <u>FY 2013-14</u>	<u>ESTIMATED</u> <u>FY 2013-14</u>	<u>ADOPTED</u> <u>FY 2014-15</u>	<u>PROPOSED</u> <u>FY 2015-16</u>
Parking Administration	- Vehicle	1 Mobile Digital Computer <b>01-950-67-4820</b>	GF	7,000	-		
				7,000	-		
Public Works Division							
Street Maintenance	- Special	1 Wanco Full Matrix Message Broad		21,000	-		
		1 Diamond Coring, Dry Adoptr		3,000	2,600		
		1 Cutter Set		1,000	560		
		1 Vibratory Rammer		5,000	4,330		
		1 Airless Line Striper with 3 Year Coverage		11,000	9,590		
		1 Tow Behind Compressor				25,000	
		2 Wanco Full Matrix Arrow Boards				20,000	
		<b>21-960-75-4840</b>	GT	41,000	17,080	45,000	
Maintenance Division							
General Government Buildings	- Office	Technology Upgrade		75,000	35,000	55,000	30,000
		HP M602 DM Printer for Live Oak Park			1,250		
		Apple Imac/MS Office Mac			2,100		
		ADO CS6 Design Standard Mac			1,360		
		Recycle Fee			2,750		
		Memory Update			1,210		
		Video Equipment, Channel Playout Server and Audio System for the Council Chamber		60,000	56,200		
		<b>01-970-81-4830</b>	GF	135,000	99,870	55,000	30,000
	- Special	1 New Outside Cork Bulletin Board for Civic Center		1,000	940		
		1 Emergency Generator for City Hall		80,000	-		
		<b>01-970-81-4840</b>	GF	81,000	940		
<b>TOTAL CAPITALIZED FIXED ASSETS</b>				<b>432,930</b>	<b>272,180</b>	<b>141,900</b>	<b>35,400</b>

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016

CAPITALIZED FIXED ASSETS

<u>DESCRIPTION</u>		<u>ADOPTED FY 2013-14</u>	<u>ESTIMATED FY 2013-14</u>	<u>ADOPTED FY 2014-15</u>	<u>PROPOSED FY 2015-16</u>
Vehicle		30,180	18,560	-	-
Office		167,750	129,355	81,400	35,400
Special		<u>235,000</u>	<u>124,265</u>	<u>60,500</u>	<u>-</u>
<b>TOTAL CAPITALIZED FIXED ASSETS BY TYPES</b>		<b><u>432,930</u></b>	<b><u>272,180</u></b>	<b><u>141,900</u></b>	<b><u>35,400</u></b>
General Fund	GF	333,450	201,670	96,900	35,400
Gas Tax	GT	41,000	17,080	45,000	-
Beverage Container Recyclable (State Recycling Fund)	BCR	7,500	7,500	-	-
Lighting/Landscape District	L/LD	<u>50,980</u>	<u>45,930</u>	<u>-</u>	<u>-</u>
<b>TOTAL CAPITALIZED FIXED ASSETS BY FUNDING SOURCES</b>		<b><u>432,930</u></b>	<b><u>272,180</u></b>	<b><u>141,900</u></b>	<b><u>35,400</u></b>

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CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016

# **CAPITAL IMPROVEMENT PROGRAM**

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CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016

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 incomplete 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 2014-2016**

**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, efficiently 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 2014-2016

CAPITAL IMPROVEMENT PROGRAM  
FUNDING SOURCE SUMMARY

<u>Funding Source</u>	<u>Abbreviations</u>	<u>FISCAL YEAR</u>	<u>FISCAL YEAR</u>	<u>FISCAL YEAR</u>
		<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>
		<u>Estimated</u>	<u>Proposed</u>	<u>Proposed</u>
General Fund	GF	302,200	740,525	-
General Fund (Received from CalTrans)	GF-CT	332,970	-	-
General Fund - Economic Development (and Assigned General Fund)	GF-ED	2,268,420 340,000	-	225,000
Proposition A	PROP A	1,500,000	-	-
Proposition C	PROP C	80,000	175,000	-
Gas Tax	GT	225,000	1,535,000	455,000
Proposition 1B	PROP 1B	10,000	-	-
CDBG	CDBG	115,500	200,000	-
Measure R	MR	794,230	-	-
Sewer Reconstruction	SR	400,000	10,000	-
Highway Safety Improvement Program	HSIP	340,000	1,253,200	-
Lighting/Landscape District	L/LD	2,000,000	-	-
Public Arts Fund	PAF	-	25,000	-
Rubberized Asphalt Concrete Grant	RAC	110,250	-	-
Surface Transportation Program Local	STPL	1,007,815	-	-
Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU)	SAFE LU	719,920	-	-
Environment Protection Agency	EPA	194,000	-	-
Beverage Container Recyclable (State Recycling Fund)	BCR	-	-	-
Safe Routes To School	SR2S	431,900	-	-
Bicycle Transportation Account	BTA	713,000	205,425	-
Congestion Mitigation and Air Quality	CMAQ	2,249,985	-	-
<b>TOTAL</b>		<u>14,135,190</u>	<u>4,144,150</u>	<u>680,000</u>

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016

CAPITAL IMPROVEMENT PROGRAM  
PROJECT COST SUMMARY

	<u>FISCAL YEAR 2013 - 2014</u>		<u>FISCAL YEAR 2014 - 2015</u>		<u>FISCAL YEAR 2015 - 2016</u>	
	<u>Adopted</u>	<u>Estimated</u>	<u>Carry Over</u>	<u>Proposed</u>	<u>Carry Over</u>	<u>Proposed</u>
<u>Project Expenditures</u>						
Parks - Maintenance / Facilities	110,500	84,700	-	102,000	-	225,000
Traffic Engineering	250,000	100,000	-	10,000	-	-
Street Cleaning	300,000	-	-	-	-	-
Traffic Signal Maintenance	-	-	-	1,392,900	-	-
Street Construction / Maintenance	3,447,650	1,682,900	519,750	1,685,000	-	455,000
Street Construction / Maintenance (For the Rosemead Boulevard Improvement Project Only)	13,443,280	10,508,170	-	-	-	-
Sidewalk Maintenance	295,000	115,500	-	200,000	-	-
General Government Buildings	1,701,175	1,643,920	4,500	30,000	-	-
Parking Facilities	230,000	-	200,000	-	-	-
<b>TOTAL</b>	<b><u>19,777,605</u></b>	<b><u>14,135,190</u></b>	<b><u>724,250</u></b>	<b><u>3,419,900</u></b>	<b><u>-</u></b>	<b><u>680,000</u></b>

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL

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

No.	Project	Priority	FISCAL YEAR 2013 - 2014		FISCAL YEAR 2014 - 2015		FISCAL YEAR 2015 - 2016	
			Adopted	Estimated	Carry Over	Proposed	Carry Over	Proposed
P12-02	Citywide Parks & Open Space Master Plan	(D)	70,000 GF	60,000 GF	-	-	-	-
P13-01	Additional Concrete for the Performing Arts Pavillion Area	(D)						
P14-01	Repair Operable Walls in Community Center	(D)	15,000 GF	14,200 GF	-	-	-	-
P14-02	Installation of Hand Dryers in Park Restrooms	(D)	10,500 GF	10,500 GF	-	-	-	-
P14-03	New Playground Equipment for Temple City Park	(D)	6,000 GF 9,000 BCR <u>15,000</u>	<u>-</u>	-	-	-	-
P15-01	Retrofit Existing Walkway Lights at Live Oak Park with LED Fixture Heads	(D)	-	-	-	22,000 GF	-	-
P15-02	Public Art at Live Oak Park	(D)	-	-	-	25,000 PAF	-	-
P15-03	Painting of Metal Poles and Rails at LOP	(D)	-	-	-	20,000 GF	-	-
P15-04	LOP and TC Parks Master Plan Development	(D)	-	-	-	35,000 GF	-	-
P16-01	Expansion of LOP Community Center	(D)	-	-	-	-	-	225,000 GF
<b>Recap of Funding Sources</b>			101,500 GF 9,000 BCR <u>-</u>	84,700 GF <u>-</u>	- <u>-</u>	77,000 GF <u>-</u> 25,000 PAF	- <u>-</u>	225,000 GF <u>-</u>
<b>TOTAL CIP - PARKS - MAINT / FACILITIES</b>			<u><b>110,500</b></u>	<u><b>84,700</b></u>	<u><b>-</b></u>	<u><b>102,000</b></u>	<u><b>-</b></u>	<u><b>225,000</b></u>

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(E) = Essential

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CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL

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

No.	Project	Priority	FISCAL YEAR 2013 - 2014		FISCAL YEAR 2014 - 2015		FISCAL YEAR 2015 - 2016	
			Adopted	Estimated	Carry Over	Proposed	Carry Over	Proposed
P12-07	Citywide Traffic Calming Study Master Plan	(N)	100,000 MR	-	-	-	-	-
P14-04	Citywide Traffic Calming Implementaton	(N)	150,000 GF	100,000 GF	-	-	-	-
P15-05	Citywide Sewer Master Plan Update	(N)	-	-	-	10,000 SR	-	-
<b>Recap of Funding Sources</b>			150,000 GF 100,000 MR	100,000 GF	-	-	-	-
			-	-	-	10,000 SR	-	-
<b>TOTAL CIP - TRAFFIC ENGINEERING</b>			<b>250,000</b>	<b>100,000</b>	<b>-</b>	<b>10,000</b>	<b>-</b>	<b>-</b>

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CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL

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

No.	Project	Priority	FISCAL YEAR 2013 - 2014		FISCAL YEAR 2014 - 2015		FISCAL YEAR 2015 - 2016	
			Adopted	Estimated	Carry Over	Proposed	Carry Over	Proposed
P14-05	Street Sweeping Signage	(D)	300,000	GT	-	-	-	-
Recap of Funding Sources			<u>300,000</u>	GT	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL CIP - STREET CLEANING			<u><u>300,000</u></u>		<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>

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CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL

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

No.	Project	Priority	FISCAL YEAR 2013 - 2014		FISCAL YEAR 2014 - 2015		FISCAL YEAR 2015 - 2016		
			Adopted	Estimated	Carry Over	Proposed	Carry Over	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 <u>108,100</u> 1,078,400	HSIP GF	-	-
P15-07	Upgrade Traffic Signals Citywide and install other Safety Improvements	(N)	-	-	-	282,900 <u>31,600</u> 314,500	HSIP GF	-	-
<b>Recap of Funding Sources</b>						139,700	GF		
						<u>1,253,200</u>	HSIP	<u>-</u>	<u>-</u>
<b>TOTAL CIP - STREET CLEANING</b>						<u><u>1,392,900</u></u>		<u><u>-</u></u>	<u><u>-</u></u>

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CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL

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

No.	Project	Priority	FISCAL YEAR 2013 - 2014		FISCAL YEAR 2014 - 2015		FISCAL YEAR 2015 - 2016						
			Adopted	Estimated	Carry Over	Proposed	Carry Over	Proposed					
P08-07	Upgrade Sewer Line on Longden from Rosemead to Encinita	(N)	400,000 <u>194,000</u> 594,000	SR EPA 594,000	400,000 <u>194,000</u> 594,000	SR EPA	-	-	-	-			
P08-11	Rosemead Boulevard Improvement Project	(N)	1,500,000 1,580,645 14,465 794,230 2,000,000 1,007,815 340,000 719,920 110,250 1,350,000 332,970 1,000,000 443,000 <u>2,249,985</u> 13,443,280	Prop A Prop C Prop 1B MR L/LD STPL HSIP SAFE-LU RAC GT GF - CT GF - ED BTA CMAQ	1,500,000 10,000 794,230 2,000,000 1,007,815 340,000 719,920 110,250 1,350,000 332,970 1,000,000 443,000 <u>2,249,985</u> 10,508,170	Prop A Prop 1B MR L/LD STPL HSIP SAFE-LU RAC GF - CT GF - ED BTA CMAQ	-	-	-	-			
P12-04	Citywide Upgrade Traffic Street Signage	(M)	300,000	MR	-	-	200,000	GF	-	-			
P13-02	Repaving of Streets per Re-assessment Pavement Management Plan	(E)	150,000	GT	100,000	GT	50,000	GT	1,435,000	GT	-	405,000	GT
P13-03	Generator for pump at Rosemead Boulevard	(N)	-		-		-		-		-		
P13-04	Redesign and Construction of Las Tunas Drive	(N)	1,200,000	Prop C	80,000	Prop C	175,000	Prop C	-		-		
P13-12	Bicycle Master Plan Implementation - Installation of 12.6 Miles of Class II & III Bicycle Lanes	(N)	479,900 <u>48,350</u> 528,250	BTA GF	270,000 <u>30,000</u> 300,000	BTA GF	205,425 <u>22,825</u> 228,250	BTA GF	-		-		

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CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL

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

No.	Project	Priority	FISCAL YEAR 2013 - 2014		FISCAL YEAR 2014 - 2015		FISCAL YEAR 2015 - 2016	
			Adopted	Estimated	Carry Over	Proposed	Carry Over	Proposed
P13-13	Installation of 45 Separate Improvements around Nine School Sites	(N)	431,900 SR2S 52,000 GF <u>483,900</u>	431,900 SR2S 52,000 GF <u>483,900</u>	-	-	-	-
P14-06	Citywide Street Striping	(N)	125,000 GT	125,000 GT	-	50,000 GT	-	50,000 GT
P14-07	Catch basin inserts	(E)	66,500 GF	-	66,500 GF	-	-	-
<b>Recap of Funding Sources</b>			166,850 GF	82,000 GF	89,325 GF	200,000 GF		
			1,000,000 GF - ED	1,000,000 GF - ED				
			332,970 GF - CT	332,970 GF - CT				
			1,500,000 Prop A	1,500,000 Prop A				
			2,780,645 Prop C	80,000 Prop C	175,000 Prop C			
			14,465 Prop 1B	10,000 Prop 1B				
			1,625,000 GT	225,000 GT	50,000 GT	1,485,000 GT		455,000 GT
			1,094,230 MR	794,230 MR				
			400,000 SR	400,000 SR				
			2,000,000 L/LD	2,000,000 L/LD				
			1,007,815 STPL	1,007,815 STPL				
			340,000 HSIP	340,000 HSIP				
			719,920 SAFE LU	719,920 SAFE LU				
			110,250 RAC	110,250 RAC				
			194,000 EPA	194,000 EPA				
			922,900 BTA	713,000 BTA	205,425 BTA			
			431,900 SR2S	431,900 SR2S				
			<u>2,249,985 CMAQ</u>	<u>2,249,985 CMAQ</u>				
<b>TOTAL CIP - STREET CONSTRUCTION/MAINT.</b>			<u>16,890,930</u>	<u>12,191,070</u>	<u>519,750</u>	<u>1,685,000</u>	<u>-</u>	<u>455,000</u>

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CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL

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

No.	Project	Priority	FISCAL YEAR 2013 - 2014		FISCAL YEAR 2014 - 2015		FISCAL YEAR 2015 - 2016		
			Adopted	Estimated	Carry Over	Proposed	Carry Over	Proposed	
P14-08	ADA Barrier Removal Program	(M)	75,000	CDBG	7,500	-	-	-	-
P14-14	Public Parking Lot ADA Accessibility Improvement Project	(M)	115,000	CDBG	58,000	-	-	-	-
P14-15	ADA Accessibility Improvement Temple City Boulevard Project	(M)	105,000	CDBG	50,000	-	-	-	-
P15-08	ADA Playground Improvement or ADA Curb Ramps	(M)	-	-	-	200,000	CDBG	-	-
<b>Recap of Funding Sources</b>			<u>295,000</u>	CDBG	<u>115,500</u>	CDBG	<u>200,000</u>	CDBG	<u>-</u>
<b>TOTAL CIP - SIDEWALK MAINTENANCE</b>			<u><u>295,000</u></u>		<u><u>115,500</u></u>		<u><u>200,000</u></u>		<u><u>-</u></u>

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CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL

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

No.	Project	Priority	FISCAL YEAR 2013 - 2014		FISCAL YEAR 2014 - 2015		FISCAL YEAR 2015 - 2016	
			Adopted	Estimated	Carry Over	Proposed	Carry Over	Proposed
P10-05	Council Chamber Renovation	(N)	340,000 GF	340,000 GF	-	-	-	-
P13-06	Remote/Motorizing Access Gate for City Yard	(D)	7,000 GF	-	-	-	-	-
P13-08	Redesign City Hall Lobby, Conference Room and Management Office	(D)	28,000 GF	20,000 GF	-	-	-	-
P14-09	City Hall Server Room HVAC	(D)	15,000 GF	15,000 GF	-	-	-	-
P14-10	Repainting Inside City Hall	(D)	30,000 GF	-	-	-	-	-
P14-11	Rebuild the Roof for the City Yard Buildings	(D)	5,000 GF	500 GF	4,500 GF	10,000 GF	-	-
P14-16	Purchase of 5922 Primrose Property	(D)	1,276,175 GF-ED	1,268,420 GF-ED	-	-	-	-
P15-09	Upgrade of EOC Infrastructure	(N)	-	-	-	20,000 GF	-	-
<b>Recap of Funding Sources</b>			425,000 GF	375,500 GF	4,500 GF	30,000 GF		
			<u>1,276,175</u> GF-ED	<u>1,268,420</u> GF-ED				
<b>TOTAL CIP - GEN GOV'T BLDGS</b>			<u><b>1,701,175</b></u>	<u><b>1,643,920</b></u>	<u><b>4,500</b></u>	<u><b>30,000</b></u>	<u><b>-</b></u>	<u><b>-</b></u>

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CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2014-2016

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL

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

No.	Project	Priority	FISCAL YEAR 2013 - 2014		FISCAL YEAR 2014 - 2015		FISCAL YEAR 2015 - 2016	
			Adopted	Estimated	Carry Over	Proposed	Carry Over	Proposed
P14-12	South Parking Lot	(D)	30,000 GT	-	-	-	-	-
P14-13	Demolition and site preparation for 5800 Temple City Blvd. Parking Lot	(D)	200,000 GF	-	200,000 GF	-	-	-
<b>Recap of Funding Sources</b>			200,000 GF	-	200,000 GF	-	-	-
			<u>30,000</u> GT	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL CIP - PARKING FACILITIES</b>			<b><u>230,000</u></b>	<b><u>-</u></b>	<b><u>200,000</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>

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**CITY OF TEMPLE CITY**  
**ADOPTED BUDGET FY 2014-15**  
**CAPITAL IMPROVEMENT PROJECT RECAP**

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Project Number	Description	General				Sewer	Public			Total
		Fund	Prop C	Gas Tax	CDBG	Reconstr	Arts	HSIP	BTA	
P12-04	Citywide Upgrade Traffic Street Signage	200,000								200,000
P13-02	Repaving of Streets per Re-assessment Pavement Management Plan			1,485,000						1,485,000
P13-04	Redesign and Construction of Las Tunas Drive Project		175,000							175,000
P13-12	Bicycle Master Plan Implementation - Installation of 12.6 Miles	22,825							205,425	228,250
P14-06	Citywide Street Striping (Slurry Seal Program)			50,000						50,000
P14-07	Catch Basin Inserts	66,500								66,500
P14-11	Rebuild the Roof for the City Yard Buildings	14,500								14,500
P14-13	Demolition and Site Preparation for 5800 T.C. Blvd Parking Lot	200,000								200,000
P15-01	Retrofit Existing Walkway Lights at LOP with LED Fixed Heads	22,000								22,000
P15-02	Public Art at Live Oak Park						25,000			25,000
P15-03	Painting of Metal Poles and Rails at Live Oak Park	20,000								20,000
P15-04	LOP and TC Parks Master Plan Development	35,000								35,000
P15-05	Citywide Sewer Master Plan Update					10,000				10,000
P15-06	Upgrade Traffic Signals on Temple City Blvd. and Other Safety Improvements	108,100						970,300		1,078,400
P15-07	Upgrade Traffic Signals Citywide and Install Other Safety Improvements	31,600						282,900		314,500
P15-08	ADA Playground Improvement or ADA Curb Ramps				200,000					200,000
P15-09	Upgrade of EOC Infrastructure	20,000								20,000
<b>Total</b>		<b>740,525</b>	<b>175,000</b>	<b>1,535,000</b>	<b>200,000</b>	<b>10,000</b>	<b>25,000</b>	<b>1,253,200</b>	<b>205,425</b>	<b>4,144,150</b>