

# Background

- 12/9/15 Creation of Ad Hoc Committee
  - Bifurcation of Budget and Management Audit
- 1/20/16 Budget Kickoff Town Hall Meeting
  - **REVIEW OF PROPOSED CRITERIA FOR BUDGET COMPARISONS**
  - **DISCUSSION OF BUDGET DOCUMENT**
  - **GOVERNMENT FINANCE OFFICERS ASSOCIATION (GFOA) CRITERIA**
  - **REPORT ON – STATUS OF AD HOC COMMITTEE**
  - **REVIEW OF BUDGET POLICY**
- 2/10/16 Presentation of proposed fees
- 2/26/16 Presentation to Council of 16/17 Personnel Costs - unchanged
- 3/25/16 Presentation to Council/Community of Proposed Core Budget
- 4/13/16 PD Budget

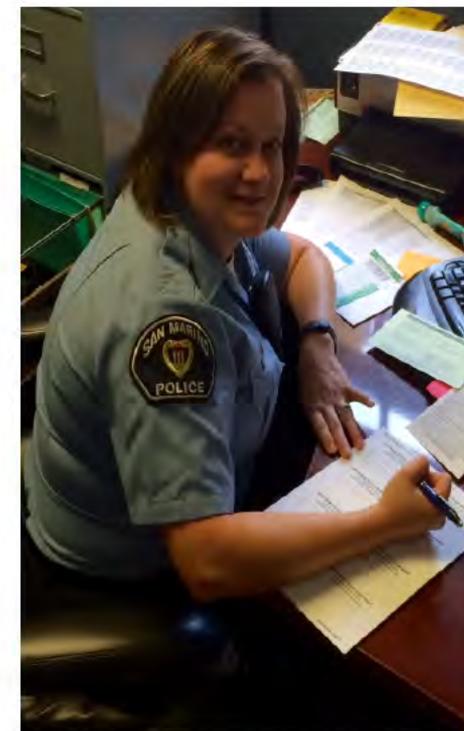
# Tonight and Next

- 5/2/16
  - Administration
  - Planning and Building
  - Public Works
  - Recreation
  - Library
  - Fire
- 5/11/16
  - City Council, SMTV, Old Mill
  - Recap
  - Questions
- 5/27/16 – Council Meeting
- 6/8/16 – Council Meeting
- 6/24/16 – Last meeting to adopt 16/17 budget

# City of San Marino Police



## 2016-2017 Budget Presentation



# Introduction / Background

- 12/9/15 Creation of Ad Hoc Committee
  - Bifurcation of budget and management audit
- 01/20/16 Budget Kickoff and Town Hall Meeting
  - REVIEW OF PROPOSED CRITERIA FOR BUDGET COMPARISONS
  - DISCUSSION OF BUDGET DOCUMENT
  - GOVERNMENT FINANCE OFFICERS ASSOC. (GFOA) CRITERIA
  - REPORT ON – STATUS OF AD HOC COMMITTEE
  - REVIEW OF BUDGET POLICY
- 02/10/16 Presentation of Proposed Fees
- 02/26/16 Presentation to Council of 16/17 Personnel Cost – unchanged
- 03/25/16 Presentation to Council / Community of Proposed Core Budget
- 04/13/16 P.D. Budget
- 05/02/16 Remainder of City Departments

# Department Statistics Overview

## Part 1 & Other Misdemeanor

	2014	2015	% change
<b>Part I Crimes</b>			
Homicide	0	0	0.000%
Rape	0	1	100.000%
Robbery	2	4	100.000%
Aggravated Assaults	6	22	266.667%
Burglary	79	82	3.797%
Residential	61	68	11.475%
Commercial	18	14	-22.222%
Larceny	137	136	-0.730%
Auto Theft	7	14	100.000%
Arson	0	1	100.000%
<b>Total Part I Crimes</b>	<b>231</b>	<b>260</b>	<b>12.554%</b>

## Calls For Service/Response Times (Priority 1)

	2014	2015	% change
Calls for Service	4,205	4,820	15%
Priority 1 Calls	142	156	9%
Priority 1 Response	1:42	2:33	50%

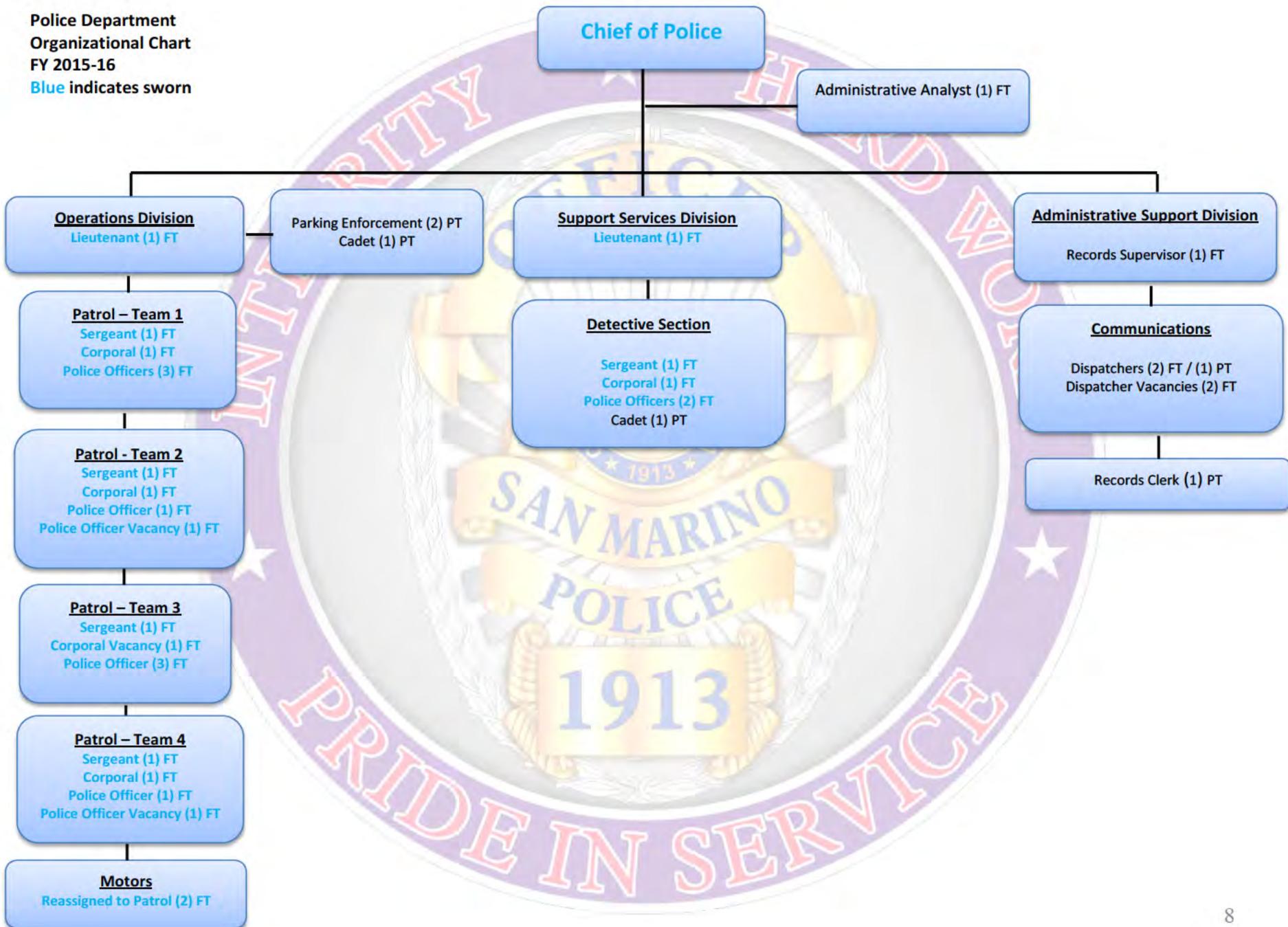
# Department Operations Overview

- Operations Division
  - Patrol
  - Motors
- Support Services Division
  - Detectives
- Administrative Support Division
  - Communications
  - Records
- Traffic Collisions & Citations
- Cases Assigned / Cleared
- Number of Evidence Items Collected
- 2015 - Use of Force (1) / Complaints (2)
  - 2015 Total contacts 12,571
  - Approx. two ten-thousandths of a percent

# Staffing Current – Proposed / Requested

Full Time Positions	2015-2016 Budget	Full Time Positions	2016-2017 Proposed
Chief of Police	1	Chief of Police	1
Captain	Unfunded	Commander	2
Lieutenant	2	Lieutenant	Removed
Administrative Manager	None	Administrative Manager	1
Rec & Comm Super	1	Rec & Comm Super	Removed
Admin Analyst	1	Admin Analyst	1
Dispatcher/Clerk	4.48	Dispatcher/Clerk	4.48
Officer	15	Officer	15
Corporal	5	Corporal	5
Sergeant	5	Sergeant	5
Cadet	.96	Cadet	.96
Records Clerk	.48	Records Clerk	1
Parking Enforce. Officers	.96	Parking Enforce. Officers	.96
Totals	36.88		37.40

Police Department  
Organizational Chart  
FY 2015-16  
Blue indicates sworn



# Police Department Overview

	2014-15	2015-16	2015-16	2016-17	Budget
	Actual	Budget	Estimated	Requested	Change
<b>Sources by Type:</b>					
<b>Non-Department Generated:</b>					
Unrestricted Funds	4,345,537	4,707,478	4,702,410	4,872,017	3.5%
Public Safety Taxes	1,061,882	1,047,816	1,047,816	1,074,252	2.5%
Intergovernmental Funds	<u>221,623</u>	<u>211,172</u>	<u>150,263</u>	<u>136,800</u>	-35.2%
	5,629,042	5,966,467	5,900,489	6,083,069	2.0%
	-	-	-	-	
<b>Department Generated Funds:</b>					
Charges For Service	77,113	80,300	67,164	64,450	-19.7%
Fines & Forfeitures	224,274	276,000	124,000	150,500	-45.5%
Miscellaneous Revenue	<u>18,031</u>	<u>15,000</u>	<u>19,701</u>	<u>20,500</u>	36.7%
	319,417	371,300	210,865	235,450	-36.6%
<b>Total Sources</b>	<u>5,948,459</u>	<u>6,337,767</u>	<u>6,111,354</u>	<u>6,318,519</u>	-0.3%
<b>Uses by Type:</b>					
Personnel	5,135,626	5,487,572	5,297,897	5,589,274	1.9%
Services & Supplies	812,834	850,195	813,457	729,245	-14.2%
Capital Outlay	-	-	-	-	0.0%
<b>Total Uses</b>	<u>5,948,459</u>	<u>6,337,767</u>	<u>6,111,354</u>	<u>6,318,519</u>	-0.3%
<b>Cost Recovery</b>	5%	6%	3%	4%	

# Police Department Revenues

## Noteworthy Changes:

- Vehicle Code Fines: Down for 2015-16 from \$125K to \$59K est.
- Parking Citations: Down for 2015-16 from \$120K to \$65K est.
- Clearance Letter: \$50 per application
- Special Event / Parade Permit: No Permit Fee
- Fingerprinting: \$20 per person
- Police Reports: \$20 each and \$0.10 per page for PRA
- Booking: \$139.49 (Booking fee and officer time)
  - Estimated increase for 2016-17 of \$21K
- DUI Booking: \$242.98 (Booking, blood, and officer time)
  - Estimated increase for 2016-17 of \$10K

# Police Department Expenditures

Uses by Type:						
	Personnel	5,135,626	5,487,572	5,297,897	5,589,274	1.9%
	Services & Supplies	812,834	850,195	813,457	729,245	-14.2%
	Capital Outlay	-	-	-	-	0.0%
	Total Uses	<u>5,948,459</u>	<u>6,337,767</u>	<u>6,111,354</u>	<u>6,318,519</u>	-0.3%

## Noteworthy Changes:

- Services and Supplies are down (Equipment allocation yet to be added)
- PERS increase of \$100K per actuarial report
- Staff Development to increase \$3K (from \$7K to 10K)
- POST Training to increase \$5K (from \$25K to 30K)
  - Portion is reimbursed by State
- Pasadena Forensics \$9,600 (anticipated cost)
- Materials & Supplies to increase \$3K (from \$10K to 13K)
- Travel & Meetings to increase \$2,600 (from \$6,150 to \$8750)

# Significant Changes

- Personnel
- IT Security Changes
- Mandated Reporting
- Deactivation of Holding Facility
- Increased Crime

# Proposed Budget – Personnel

## Administrative Manager

- Justification
  - In line with current duties
  - Oversees all records and communications operations
  - Handles all records requests and mandated reporting (criminal / PRA's)
  - Budget and bidding for large contracts
  - Hiring of dispatch / records personnel
  - Salaried Position with no overtime
  - Test Proctor (Police Officer and Dispatch Testing)
  - Processes all reports, citations, and statistical information for the department
  - Approximately ½ the personnel in records as compared to other local agencies (San Gabriel & South Pasadena)

# Proposed Budget - Personnel

- **Administrative Manager (Continued)**
  - Annual Cost from Records Supervisor to Administrative Manager \$8,692 total increase (salary / benefits) for the first year
  - Salary range TBD

# Proposed Budget – Personnel Cont.

## Commander

### Justification

- Plan, direct, and manage activities in a bureau
- Hire, supervise, and assign appropriate personnel for coverage
- Act as incident commander at major incidents
- Advises the Chief with training and evaluation of officers
- Prepares reports and presents to City Council
- Assist the Chief of Police with the development of policy, rules, and regulations
- Recommends final disposition of discipline to the Chief of Police
- Acting Chief responsibilities (in Chief's absence)
- Succession planning
- Oversees all operations within a division
- In-line with current duties and establishes credibility amongst other L.E. Admin.

# Proposed Budget – Personnel Cont.

## Commander (Continued)

### Justification

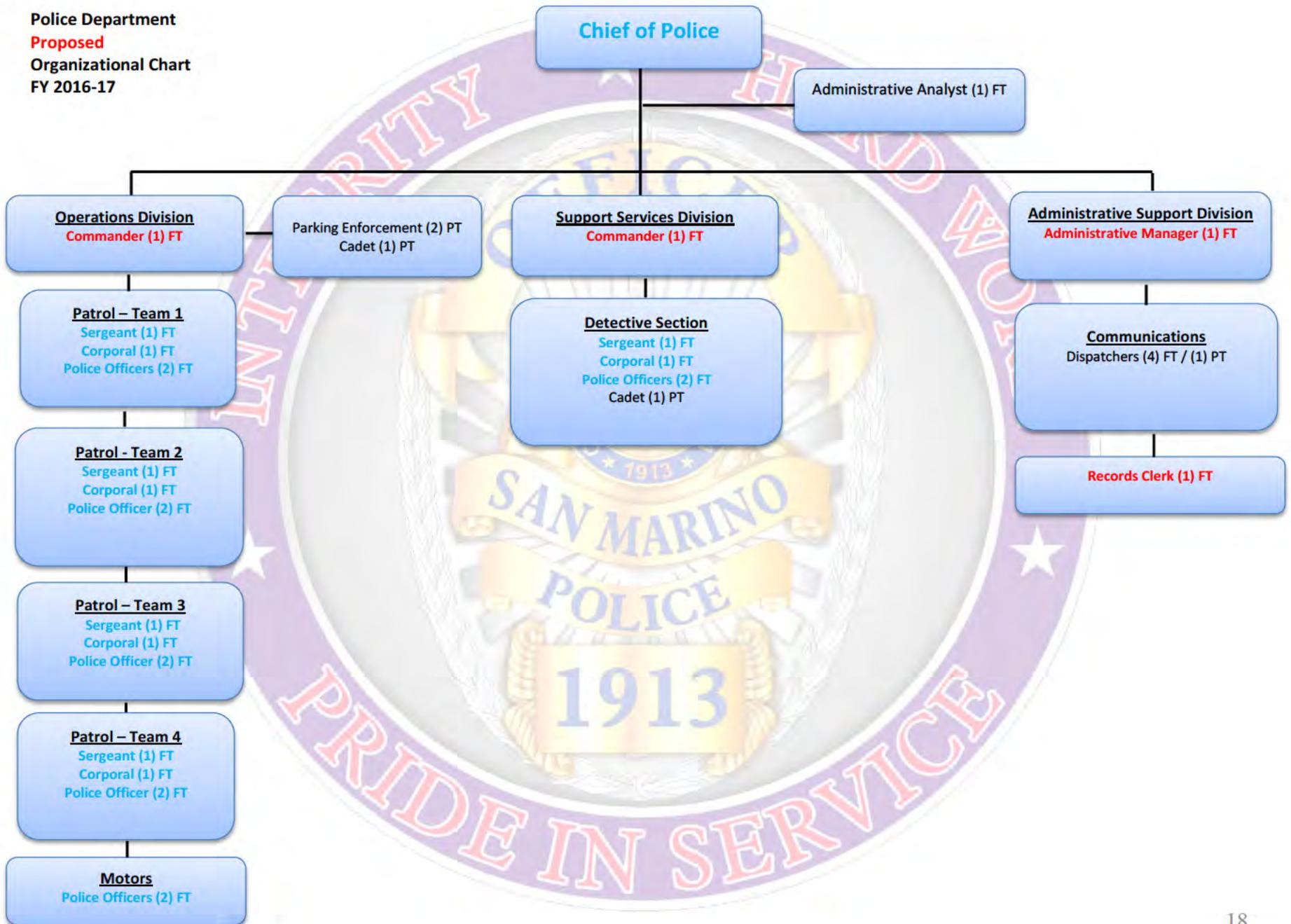
- Similar sized agencies with the same command structure (No Lieutenants): S. Pasadena, Sierra Madre, Palos Verdes Estates, Cypress, Los Alamitos, and Seal Beach
- On-call for call-outs 24/7
- No cost in the first year to change Lieutenants to Commanders
- Salary range TBD

# Proposed Budget – Personnel Cont.

## **Records Clerk** (convert part-time to full-time)

- Justification
  - Increased workload
    - Criminal and PRA requests
    - Case filings
  - Attempt to decrease processing time (case distribution)
  - Manual input of data not captured by RMS
- Cost
  - Currently: No Full-Time Position
  - \$34,196 total increase (salary benefits) to move from part-time to full-time

Police Department  
**Proposed**  
 Organizational Chart  
 FY 2016-17



# Proposed Budget – Supplies/Services

- Complete Radio Replacement: \$307,500
- Software (Bair Analytics): \$5,500 (First year cost plus initial start-up)
- CJIS Requirement: \$5,115 (2 Factor authentication required by DOJ)

# Proposed Budget – Capital Equipment / Projects

- Vehicle replacement:
  - (1) Patrol and (2) Admin Vehicles (Includes all emergency equipment): \$140,500 (2 at 125K miles and 3rd approaching 90K)
    - Two of the vehicles are hybrids and nearing their max. battery life
- Facilities: Repairs and Upgrades
  - Police Facility / Jail Conversion \$45K
  - Upgrade / Remodel Police Facility \$15K
  - Bathroom Repair / Upgrades \$5K
- Pole Cameras:
  - (3) Mobile POD Systems: \$28,000

# Key Performance Indicators

- Increased Communication with the Community
  - Coffee with a Cop
  - Community Meetings (4 more in 2016)
  - Neighborhood Watch
- Reduce Part 1 Crimes by 10%
- Priority 1 Response Time < 2 minutes
- Increase Traffic Safety
  - Two Traffic Safety Details
  - Reduce traffic collisions by 5% (with focus on injury t/c's)
  - Increase traffic enforcement based on PCF (current data)

# Proposed Budget – Comparables

<b>City</b>	<b>Population</b>	<b>Sq. Mi.</b>	<b>Density People per sq. mi.</b>	<b>Crime Rate per 1000</b>	<b>Sworn</b>	<b>Civilian</b>	<b>Officer per 1,000</b>	<b>Annual Police Budget</b>
San Marino	13,371	3.77	3,547	17	28	10	2.09	\$6,377,767
Palos Verdes Estate	13,668	4.79	2,853	9	25	15	1.82	\$6,638,945
La Palma	15,977	1.82	8,778	16	22	15	1.37	\$4,961,400
Piedmont	11,170	1.69	6,609	21	21	8	1.88	\$5,779,619
South Pasadena	26,041	3.44	7,570	19	36	16	1.38	\$7,854,979

# Budget Impact

- Personnel
  - Administrative Manager \$8,692
  - Commander (2) \$0
  - Full-Time Records Clerk \$34,196
- Supplies / Services
  - Radio Replacement \$307,500
  - Software (Analytics) \$5,500
  - CJIS Requirement \$5,115
- Capital Equipment / Projects
  - (3) Vehicles \$140,500
  - Facilities Upgrades (Holding cell etc.) \$65,000
  - Pole Cameras \$28,000



*City of*  
**SAN MARINO**

# 2016-2017 Administration Budget Presentation



# City of San Marino Mission Statement

- *The City of San Marino preserves and enhances its unique residential character and provides high quality, fiscally responsible services to the community.*
- Three Year Goals Est. 2012:
  - I. Increase Fiscal Sustainability
  - II. Enhance Public Facilities
  - III. Expand/ Retain Business
  - IV. Upgrade and Enhance Infrastructure
  - V. Attract, Develop, Retain Quality Employees

# Administration Organization Chart



# City Manager Duties (per SMMC)

- SMMC 02.03.04: The City Manager shall be the administrative head of the City government under the direction of the Council, except as otherwise provided in this Chapter. He/she shall be responsible for the efficient administration of all the affairs of the City which are under his/her control, including the responsibility for actions performed under delegated authority. In addition to the general powers as administrative head, and not as a limitation thereon, it shall be the City Manager's duty and he/she shall have the power for:

Enforcement of Laws, Appointment and Removal of Employees, Control of Employees, Control Over Departments, Attendance at Council Meetings, Attendance at Commission and Board Meetings, Recommend Ordinances and Resolutions, Advise as to Finances, Preparation of Budget, Preparation of Salary Plan, Preparation of Personnel Policies and Standards, Approval of Purchases, Investigation of City Affairs, Approval of Bonds, Investigation of Complaints, Supervision of Public Property, Signatory to Contracts and Agreements, Represent the City, Leadership in Civic Movements, Devotion of Time to Duties and Performance of Delegated Duties.

- Other duties as assigned.

# City Manager

- 
- Centennial Field at Stoneman
  - Boy Scout House land swap
  - Huntington Library EIR
  - Investment of \$9 million of City's \$18 million reserves
  - Creation of Equipment Replacement Fund
  - Red Car mural
  - Centennial fountain
  - City Hall remodel
  - Pension Reform (2% @ 55, employee paid contribution, 3 year average)
  - Regionalized Fire Command
  - Stand Alone Old Mill Foundation
  - SRTS Infrastructure (Huntington and Kenilworth, Ridgeway and Chelsea)
  - 2013 MTA Call for Projects \$1.3 mill for Huntington and San Marino
  - Old Mill Center Median Clean Up
  - Stoneman Monument Sign
  - Reopened library on Fridays
  - Street Light Conversion
  - Street and Sidewalk Repairs
  - First San Marino certified Housing Element
  - Lacy Park Playground Equipment
  - New web site
  - Automated bidding process through Planet Bid
  - Strong, Healthy Management Team
    - P & B Director
    - Police Chief
    - Fire Chief
    - PW Director ?
  - Circle Drive Bridge
  - Lacy Park Loop

# Assistant City Manager

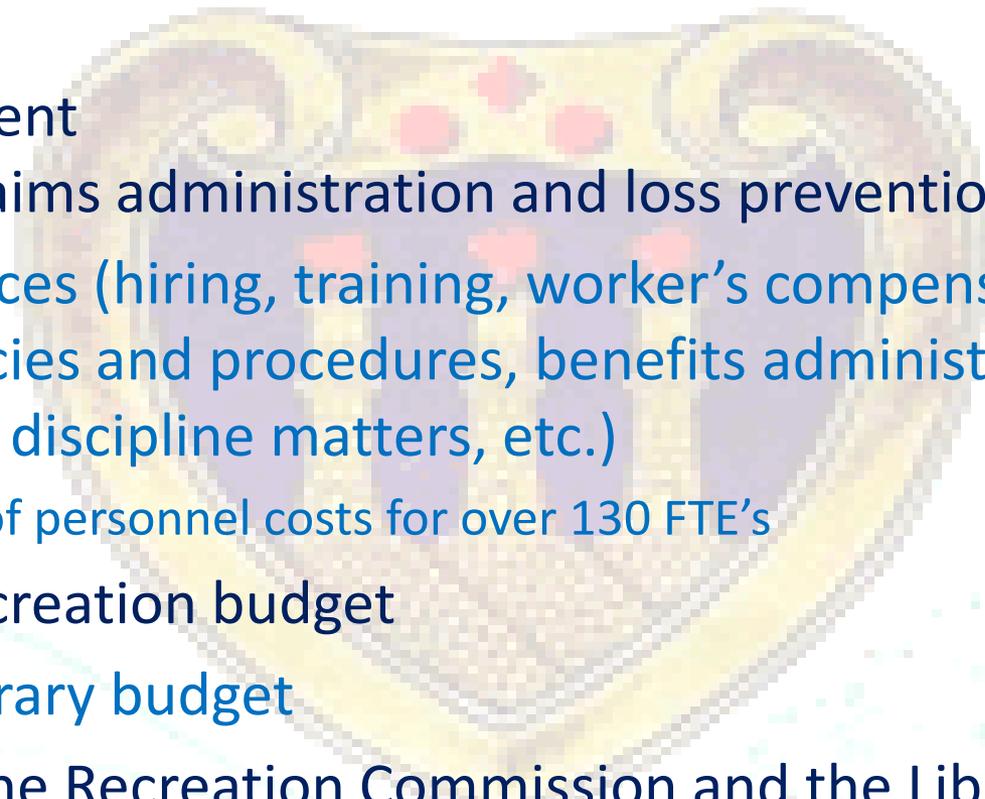
## Human Resources Division



- Effective Recruitment & Selection Techniques
  - Advertising
  - Testing, Interviews, Backgrounds, Physicals
  - On Board (Orientation and Training)
- Benefits
  - Enrollment, Renewals, Changes (Cal PERS)
- Labor & Employee Relations
  - Performance Evaluations
  - Discipline
  - Termination
- Compensation Fundamentals
  - Employee Contracts
- Health, Wellness, & Disability Management
  - Workers Compensation Administration
  - Accommodation
  - Risk Prevention
- HR Development
  - Policy
  - Rules and Regulations
  - Labor Laws
  - Staff Communications and Training

# Assistant City Manager

## Human Resources Division



- Risk Management (insurances, claims administration and loss prevention)
- Human Resources (hiring, training, worker's compensation, personnel policies and procedures, benefits administration, evaluation and discipline matters, etc.)
  - \$17,000,000 of personnel costs for over 130 FTE's
- \$2,329,000 Recreation budget
- \$1,592,000 Library budget
- Obligation to the Recreation Commission and the Library Board of Trustees and two key library support groups, not to mention planning for a myriad of needs for the community.

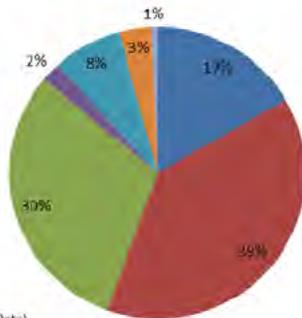
# Workers Compensation

Year	No. of Claims	Amount
2005/2006	11	\$642,042.28
2006/2007	12	\$472,822.68
2007/2008	13	\$130,914.75
2008/2009	14	\$105,949.22
2009/2010	14	\$298,031.63
2010/2011	15	\$256,914.18
2011/2012	14	\$357,384.63
2012/2013	9	\$294,815.43
2013/2014	21	\$223,302.02
2014/2015	16	\$164,389.48
2015/2016	5	\$4,520.54
	144	\$2,951,086.84



**City of San Marino  
Work Comp Claims by Frequency**

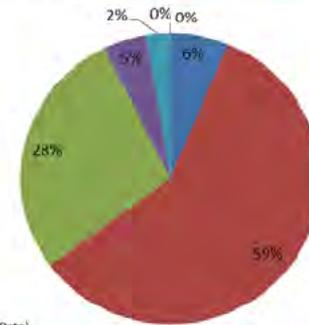
PW Fire Police B&P Recreation Library City Mgr



Source: Admisure (10 Year Loss Data)  
FR 2005-06 through Present

**City of San Marino  
Work Comp Claims by Fiscal Impact**

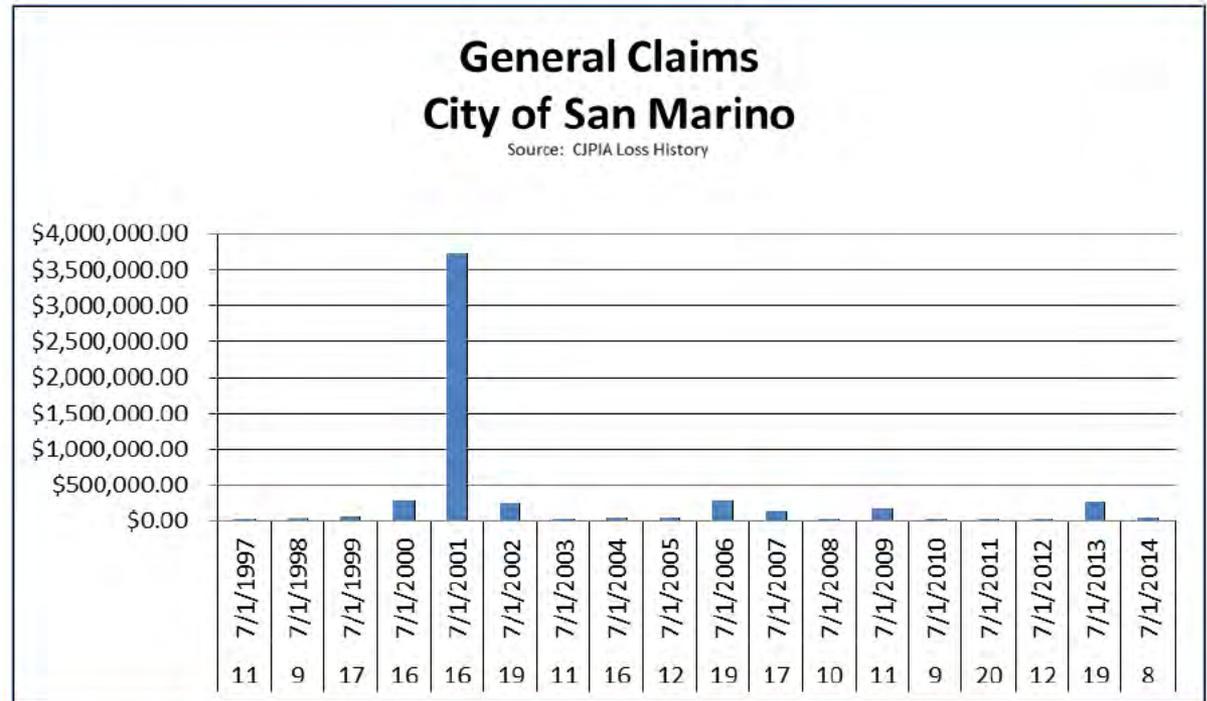
PW Fire Police B&P Recreation Library City Mgr



Source: Admisure (10 Year Loss Data)  
FR 2005-06 through Present

# General Claims

Year	Claim Count	Total Incurred
7/1/1997	11	\$10,417.18
7/1/1998	9	\$40,463.86
7/1/1999	17	\$65,907.99
7/1/2000	16	\$294,240.20
7/1/2001	16	\$3,738,811.87
7/1/2002	19	\$249,695.76
7/1/2003	11	\$8,027.15
7/1/2004	16	\$55,603.64
7/1/2005	12	\$58,697.22
7/1/2006	19	\$286,563.83
7/1/2007	17	\$144,352.66
7/1/2008	10	\$19,940.61
7/1/2009	11	\$186,706.82
7/1/2010	9	\$4,330.00
7/1/2011	20	\$25,860.93
7/1/2012	12	\$27,440.83
7/1/2013	19	\$270,235.97
7/1/2014	8	\$53,403.89
	252	\$5,540,700.41



- The City contracts with the California Joint Powers Insurance Authority for General Claims Administration. As a participant in the CJPIA's insurance pool, the City pays an annual premium (\$380,000 next FY) for general liability coverage alone.
- San Marino's most significant losses are civil (Police) and Public Works- related.
- Trip and falls (\$643,000) and tree limb failures (\$86,000) are common in this 18-year history; however, in the last five years, there has been only one trip and fall claim paid at \$10,000 and five tree limb failure claims paid at \$14,500 total.
- Sewer back ups (\$501,000) are also common. The most significant sewer claim occurred recently in 2014 for \$244,000.

# City Clerk

- **Maintains custody of official records;**
- **Council agenda preparation and follow-up;**
- **Maintains a current Municipal Code;**
- **Maintains custody of City seal;**
- **Administers and files oaths of office;**
- **Administers general and special elections; receives petitions relating to an initiative, referendum or recall;**
- **Accepts service of subpoenas and summons;**
- **Receives and opens public construction bids;**
- **Submits notices of public hearings and ordinances to newspaper for publication;**
- **Serves as filing official or filing officer for the Fair Political Practices Commission regulations (campaign disclosure forms and statements of economic interest);**
- **Posts list annually as required under Maddy Appointive List Act (upcoming vacancies on boards and commissions); advertises public vacancies, receives applications and agendizes for City Council action; maintains current list of City Councilmembers representing San Marino on regional boards and commissions;**
- **Receives and processes claims against the City**

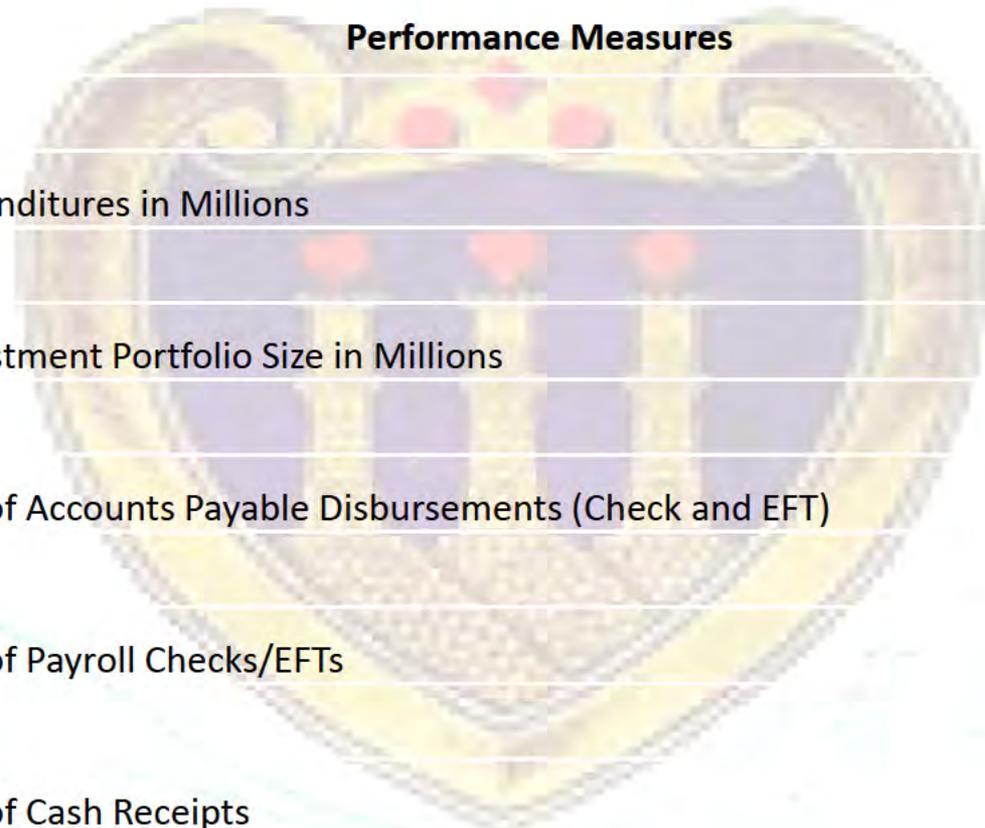
# Finance Division

## Major Reports Produced:

- Budget
- Mid-Year Review & 5 Year Projection
- Financial Statements
- Street Report
- State Controller's Report
- PSAF Maintenance of Effort Report
- Asset Forfeiture Report
- MTA Reports – Prop. A, Prop. C, Measure R, TDA
- AQMD Report
- Bond Reports
- 1099s
- Insurance Payroll Census
- W-2s & W-3
- Property Tax Report
- SB 1186 Annual Report

# Finance Division

## Performance Measures



Annual Expenditures in Millions	\$	27
Largest Investment Portfolio Size in Millions	\$	20
Annual No. of Accounts Payable Disbursements (Check and EFT)		3,250
Annual No. of Payroll Checks/EFTs		5,192
Annual No. of Cash Receipts		8,550
Annual No. of GL Journal Entries		419

# City of San Marino

## Full Time Equivalent Personnel



	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
Full Time	101	98	98	99	98	101
Part Time	<u>36.8</u>	<u>38.83</u>	<u>37.15</u>	<u>33.09</u>	<u>34.47</u>	<u>31.26</u>
FTEs	137.8	136.83	135.15	132.09	132.47	132.26

# Administration Overview

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested	Budget Change
<b>Sources by Type:</b>					
<b>Non-Department Generated:</b>					
Unrestricted Funds	<u>2,146,322</u>	<u>2,381,996</u>	<u>2,354,983</u>	<u>2,311,661</u>	-3.0%
<b>Total Sources</b>	<u>2,146,322</u>	<u>2,381,996</u>	<u>2,354,983</u>	<u>2,311,661</u>	
<b>Uses by Type:</b>					
Personnel	1,043,498	1,143,689	1,074,833	1,264,921	10.6%
Services & Supplies	1,102,823	1,237,507	1,279,350	1,045,940	-15.5%
Capital Outlay	-	-	-	-	
Debt Service	<u>-</u>	<u>800</u>	<u>800</u>	<u>800</u>	0.0%
<b>Total Expenditures</b>	<u>2,146,322</u>	<u>2,381,996</u>	<u>2,354,983</u>	<u>2,311,661</u>	
<b>Cost Recovery</b>	0%	0%	0%	0%	

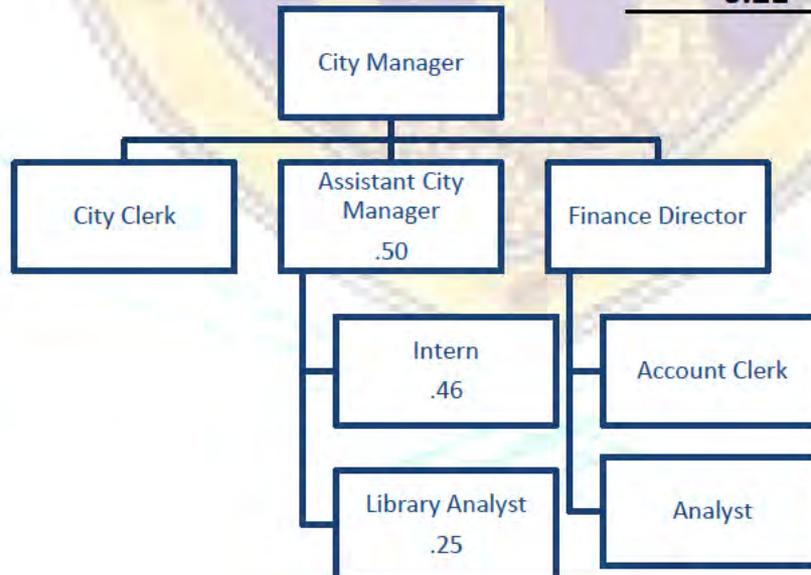
# Staffing History

**Full-Time Positions**

**Part-Time Positions**

**2015-16 Budget 2016-17 Proposed**

City Manager	1.00	1.00
Assistant City Manager	.50	1.00
Finance Director	1.00	1.00
City Clerk	1.00	1.00
Administrative Analyst	1.25	1.25
Account Clerk	1.00	1.00
Intern	.46	.46
<b>Sub-Total</b>	<b>6.21</b>	<b>6.71</b>



# Administration Budget Notable Changes

Personnel	1,043,498	1,143,689	1,074,833	1,264,921
Services & Supplies	1,102,823	1,237,507	1,279,350	1,045,940
Capital Outlay	-	-	-	-
Debt Service	-	800	800	800
<b>Total Expenditures</b>	<u>2,146,322</u>	<u>2,381,996</u>	<u>2,354,983</u>	<u>2,311,661</u>

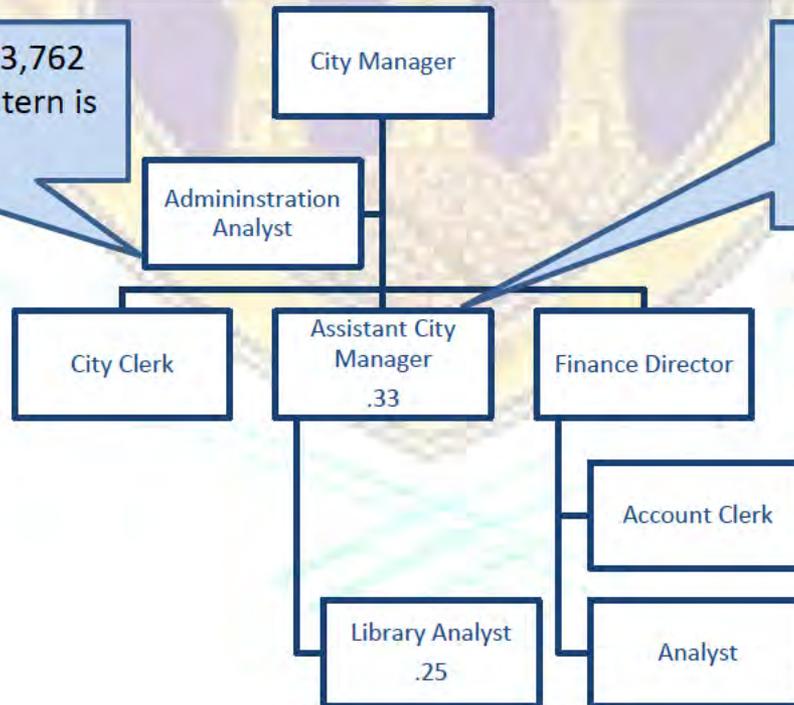
Page 15 – 19

- Assistant City Manager from .50 to 1.00
- \$20,000 increase in PERS
- Half year increase in ACM Cafeteria Benefits
- **Change in IT Allocation**
- HdL Sales Tax moved to Planning and Building
- No \$44K for Records Management
- **\$30K for advertising**
- No \$48K for election
- \$22,000 Equipment Allocation not yet included

# Proposed Personnel Changes

Full-Time Positions	2015-16	2016-17 Original	2016-2017 New Proposal
Part-Time Positions	Budget	Proposed	
City Manager	1.00	1.00	1.00
Assistant City Manager	.50	1.00	.33
Finance Director	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00
Administrative Analyst	1.25	1.25	2.25
Account Clerk	1.00	1.00	1.00
Intern	.46	.46	0
<b>Sub-Total</b>	<b>6.21</b>	<b>6.71</b>	<b>6.58</b>

Total Cost of Analyst - \$83,762  
 Increase by eliminating Intern is \$65,442



ACM - \$196,200  
 1/3 - \$65,400  
 Elimination of CSD - \$173,498

# Additional Proposed Changes

- Upgrade Admin Intern to Analyst  
**-\$65,442**
- Council Chamber Video Streaming Equipment and Service  
**- \$19,850**
- Disability Upgrades to Council Chambers  
**- \$5,000**
- Upgrade/Replace telephone system  
**- \$84,698**

# Administration Key Performance Measurement

Department	Performance Measure	Unit of Measure	Goal
City Manager	Improved Communication	Timeliness of information to Council and Community	To provide Council and Community important (not emergency) information within 48 hours of when it becomes available
Human Resources	Vacant Positions	% of vacant positions	Maintain percentage of full time positions (99) at 90% or higher
Finance	Audit Findings	Number of findings reported by Auditors in annual Financial Audit	To have no findings reported in the annual audit
City Clerk / Department Heads	Posting of Public Information	Timely posting of public meetings	To post all meeting recordings within 2 business days of the meetings and all minutes within 2 days of when approved <sup>42</sup>

# Finance Comparable Cities

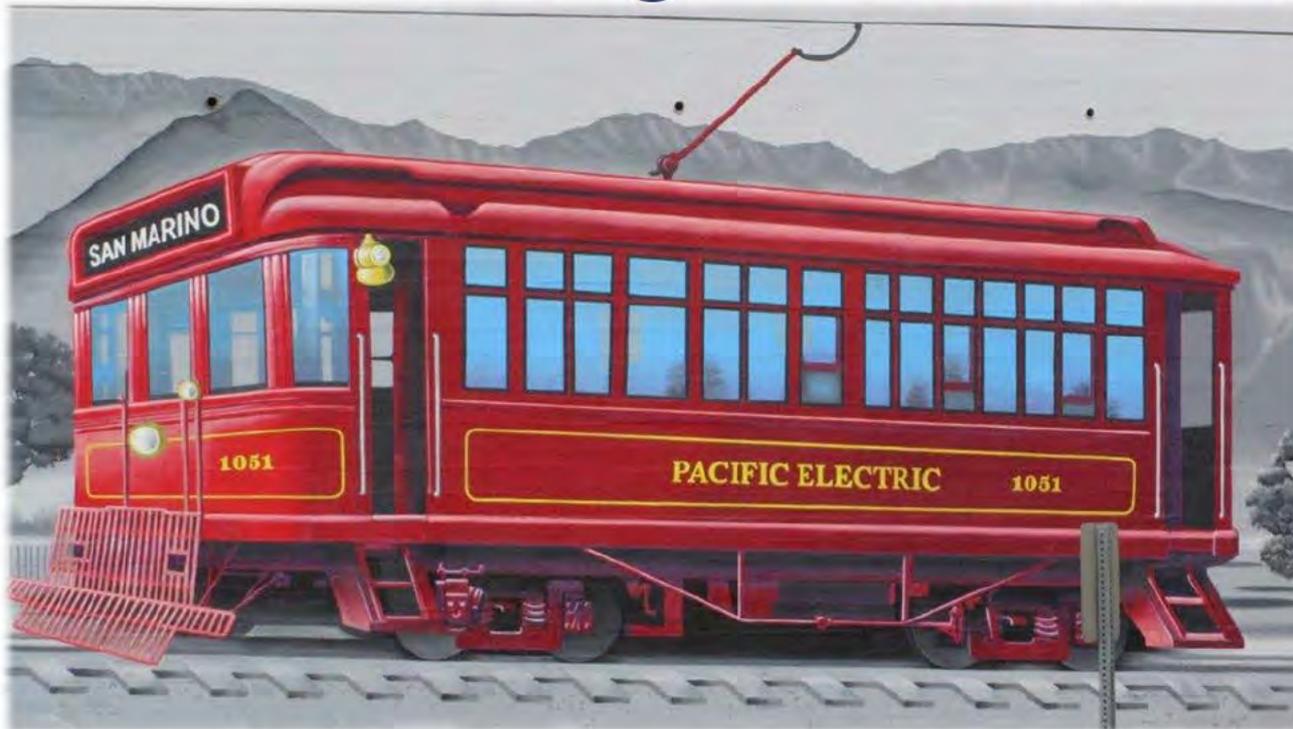
## 2014-15 Fiscal Year Data

	San Marino	Rosemead	San Dimas	San Fernando
Annual Expenditures in Millions (Excluding Water Utility)	27	28	27	26
Largest Investment Portfolio Size in Millions	20	16	13	10
Annual No. of Accounts Payable Disbursements (Check and EFT)	3,250	4,052	3,600	6,850
Annual No. of Payroll Checks/EFTs	5,192	3,200	3,146	3,900
Annual No. of Cash Receipts	8,550	2,616	8,000	22,875
Annual No. of GL Journal Entries	419	600	300	322
# of Finance Staff Processing Above Tasks	2.5	4.5	4.0	5.0



*City of*  
**SAN MARINO**  
CALIFORNIA

# Planning and Building Budget Presentation



# Planning & Building Department Overview

## Budget Summary

### Sources by Type:

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested	Budget Change
<b>Non-Department Generated:</b>					
Unrestricted Funds	(87,756)	37,199	91,475	172,816	364.6%
Intergovernmental	5,000	5,000	5,000	5,000	0.0%
	(82,756)	42,199	96,475	177,816	321.4%
<b>Department Generated:</b>					
Licenses & Permits	556,081	455,000	510,630	533,000	17.1%
Charges for Services	480,164	617,600	412,000	416,000	-32.6%
Fines & Forfeitures	44,800	15,000	45,000	45,000	200.0%
Miscellaneous Revenues	283	400	500	500	25.0%
	1,081,329	1,088,000	968,130	994,500	-8.6%
<b>Total Sources</b>	<b>998,573</b>	<b>1,130,199</b>	<b>1,064,605</b>	<b>1,172,316</b>	<b>3.7%</b>

# Planning & Building Department Overview

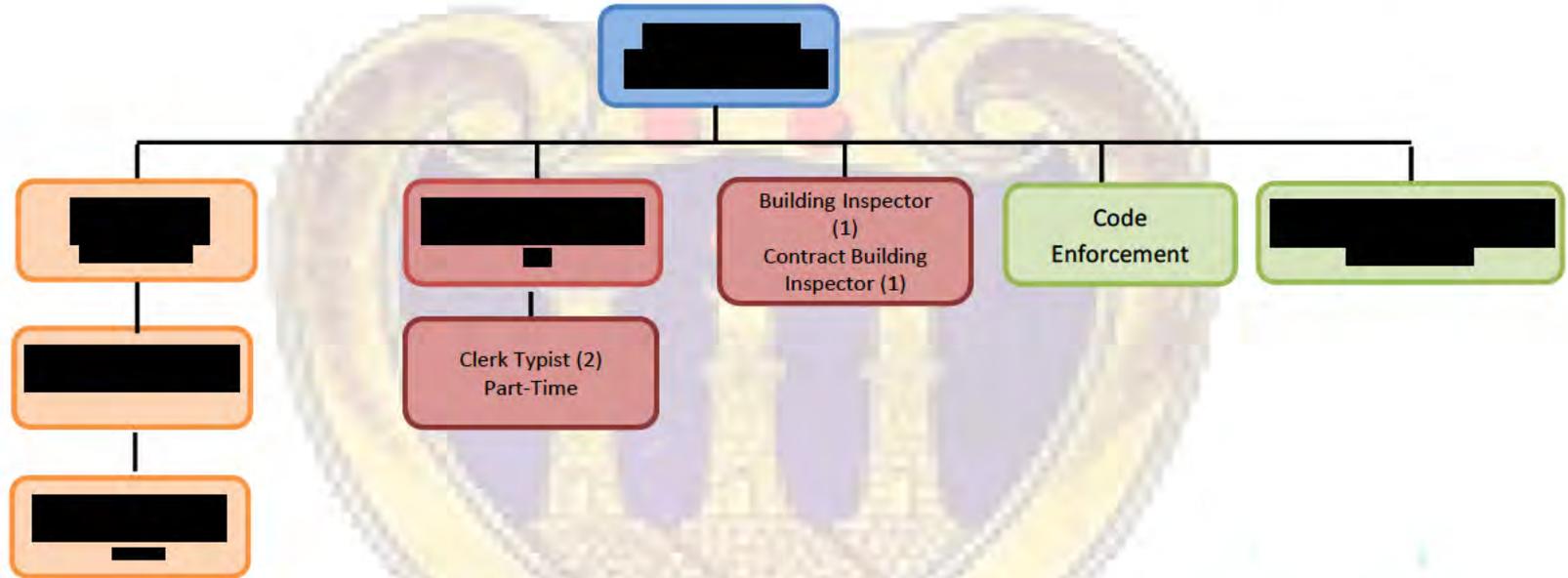
Uses by Type:

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested	Budget Change
Personnel	625,005	783,328	785,282	817,650	4.4%
Services & Supplies	373,568	346,871	279,323	354,666	2.2%
Capital Outlay	-	-	-	-	0.0%
<b>Total Uses</b>	<b>998,573</b>	<b>1,130,199</b>	<b>1,064,605</b>	<b>1,172,316</b>	<b>3.7%</b>
<b>Cost Recovery</b>	108%	96%	91%	85%	

# Significant Changes

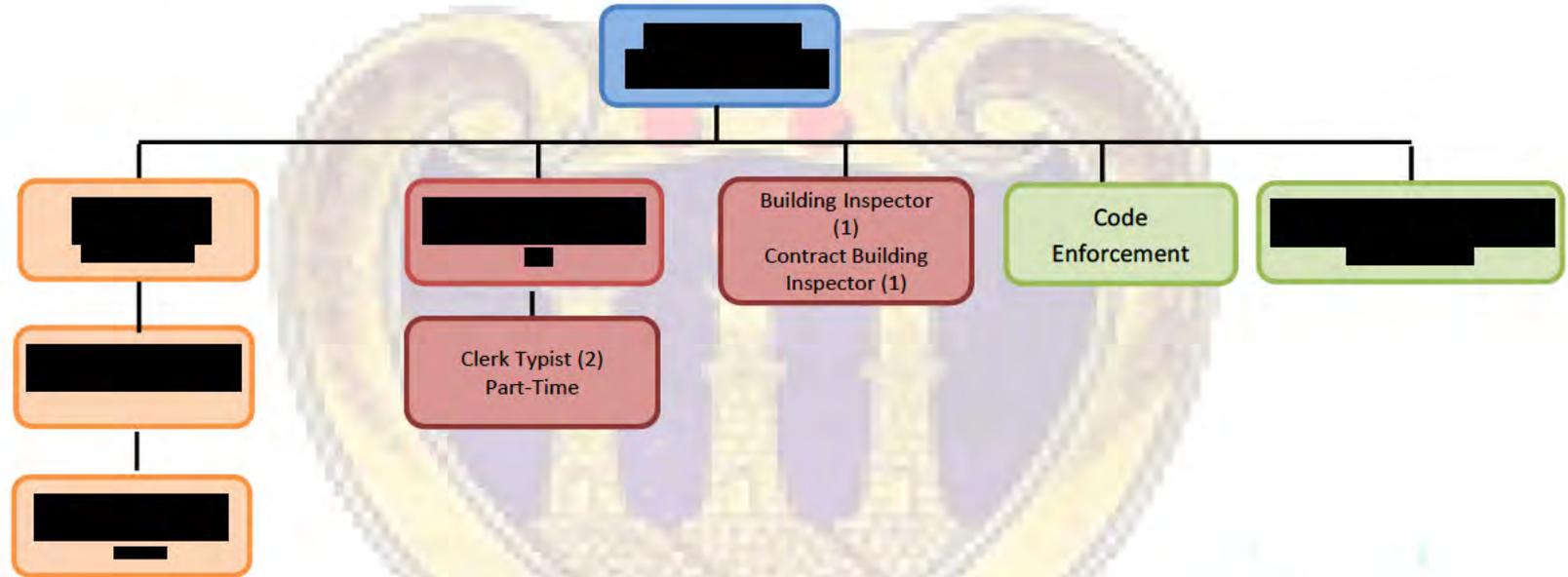
- Upgrade to the Business License software program - \$15,000. New program includes on-line renewal, electronic notification for renewal notices and mobile capabilities for on-site field verification of license.
- CalPERS increased by \$10,000 for FY16-17.
- Add the Geographic Information System (GIS) software annual contract renewal to Planning and Building (\$13,000).
- General Plan, Circulation Element Update (1995) \$30,000. The cost for the update will be 100% recovered and paid for through the funds collected under General Plan Maintenance.

# Organizational Chart FY 15/16



In 2015, the Planning and Building Department absorbed the clerk typist position and the Code Enforcement Officer in to the Department.

# Organizational Chart FY 16/17



# Staffing History

<b>Full-Time Positions</b>	<b>2015-16</b>	<b>2016-17</b>	<b>Part-Time Positions (FTE)</b>	<b>2015-16</b>	<b>2016-17</b>
	<b>Budget</b>	<b>Proposed</b>		<b>Budget</b>	<b>Proposed</b>
Planning and Building Director	1.00	1.00	Clerk Typist II (2)	0.92	0.92
Associate Planner	0.75	0.75	Planning Intern	0.50	0.50
Assistant Planner	1.00	1.00	<b>Sub-Total</b>	<b>1.42</b>	<b>1.42</b>
Permit Technician	1.00	1.00			
Building Inspector	1.00	1.00			
Env. Services Manager	1.00	1.00			
Code Compliance Officer	1.00	1.00	<b>Total Staffing</b>	<b>8.17</b>	<b>8.17</b>
<b>Sub-Total</b>	<b>6.75</b>	<b>6.75</b>	Total Staffing	8.17	8.17

# Performance Measures - Programs

## **Program**

To provide minimum standards to safeguard life and limb, health, property and public welfare by regulating and controlling the design, construction, quality of materials, use and occupancy, location and maintenance of all buildings and structures within this jurisdiction and certain equipment specifically regulated herein.

## **Program Objectives**

To return first time comments on minor commercial and residential plans check within 10-14 working days from the date of submittal; to return corrected plans to customer within 10-14 working days from date of submittal.

To make 95 % of building inspections within 24 hours of request.

To maintain inspection service levels less than or equal to 12 inspections per inspector per day

To have all plan checks, including city facilities certified for code compliance

Minimum of 32 hours continuing education for the building inspector

# Performance Indicators from Prior Years

Performance Measures	2013-14 Actual	2014-15 Target	2014-15 Dept. Est.	2015-16 Budget July to March
<b>Work Volume:</b>				
Business License Issued (Including Renewals)	1510	2000	2197	2909
Total building permits issued		863	860	860
SFD permits issued	7	18	15	15
Inspection requests	2880	2880	2856	3251
Administrative plan check and approvals		958	800	716
Total plan checks		150	130	366
Average Inspections per day	12	12	12	12
Average Days from submittal to permit issuance: 129 days for new residential and 21 days for minor alteration. Average days to first comments is 26 day for new residential projects and 3 days for minor projects.				
City Council Meetings	24	24	24	24
Planning Commission Meetings	11	11	11	11
Design Review Meetings	24	24	24	24
Planning Commission applications	n/a	30	30	30
Design Review Committee applications	n/a	100	99	100

# Comparable Cities

**Department's Comparable City Criteria**

City	City Size		Housing		Departments				No. of Staff	Budget
	Population	Sq. Miles	No. of Units	HH Income	Business Lic.	Planning	Building	Code Enforcement		
San Marino	13,423	3.77	4,415	\$131,758	✓	✓	✓	✓	8.17	\$1,128,499
Sausalito	7,135	1.77	4,536	\$114,861		✓	✓	✓	7	\$1,138,472
Sierra Madre	11,165	2.95	4,550	\$88,837	✓	✓	✓	✓	4.46 FTE	\$1,052,069



# 2016-2017 Budget Presentation



# Park & Public Works Department Overview

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested	Budget Change
<b>Sources by Type:</b>					
<b>Non-Department Generated:</b>					
Unrestricted Funds	5,677,346	7,972,465	7,676,568	3,013,575	-62.2%
Intergovernmental	9,287	1,757,472	1,655,557	-	-100.0%
	5,686,632	9,729,937	9,332,125	3,013,575	-69.0%
	-	-	-	-	
<b>Department Generated:</b>					
Licenses & Permits	60,729	62,000	80,000	80,000	29.0%
Rents & Concessions	69,892	55,000	50,000	55,000	0.0%
Intergovernmental	1,583,301	1,344,118	1,334,903	-	
Miscellaneous Revenues	20,715	20,500	20,250	20,250	-1.2%
	1,734,637	1,481,618	1,485,153	155,250	-89.5%
<b>Total Sources</b>	<b>7,421,269</b>	<b>11,211,555</b>	<b>10,817,278</b>	<b>3,168,825</b>	<b>-71.7%</b>
<b>Uses by Type:</b>					
Personnel	1,444,759	1,681,323	1,506,071	1,708,837	1.6%
Services & Supplies	1,450,229	1,754,571	1,820,593	1,459,988	-16.8%
Capital Outlay	4,526,281	7,775,661	7,490,614	-	-100.0%
<b>Total Uses</b>	<b>7,421,269</b>	<b>11,211,555</b>	<b>10,817,278</b>	<b>3,168,825</b>	<b>-71.7%</b>
<b>Cost Recovery</b>	<b>23.4%</b>	<b>13.2%</b>	<b>13.7%</b>		

# Parks and Public Works

## REVENUE FUNDS SUMMARY

Category	Description	FY 2015-2016	FY 2016-2017
Restricted	Gas Tax Fund	\$39,118	\$524,654
Restricted	CDBG	\$175,000	-
Restricted	Prop. A Transit Fund	\$75,000	-
Restricted	STPL	-	\$16,367
Restricted	TDA Fund	-	\$3,314
Restricted	Prop. C Transit Fund	\$1,045,000	\$73,511
Restricted	Used Oil Grant	\$6,354	-
Restricted	Safe Routes to School	\$7,000	-
Restricted	LA County Measure R Fund	\$260,000	\$24,503
Restricted	Prop. 1B	-	-
Grant*	CA Recycling Grant	\$210,000	\$105,000
Grant	SCAG Grant Fund	\$150,000	Carryover (grant is for 2 years)
Donation**	Various	\$2,800	-
Revenue	Street & Curb Permit Fees	\$62,000	\$80,000
Revenue	Damage to City Properties	\$20,000	\$20,000
Revenue	Rental Fees (Portable Stage)	\$5,000	\$5,000
Revenue	Rents & Concessions – Park	\$50,000	\$50,000
Revenue	Sale of Street Signs	\$500	\$250
	<b>TOTAL</b>	<b>\$2,107,772</b>	<b>\$902,599</b>

\* Grant – Two funding approvals; however, the revenues are on a reimbursement basis.

\*\* Donations – Patrick’s Tree (\$113,000) and Rose Arbor (\$117,940).

## Parks and Public Works Department

### Division Summaries

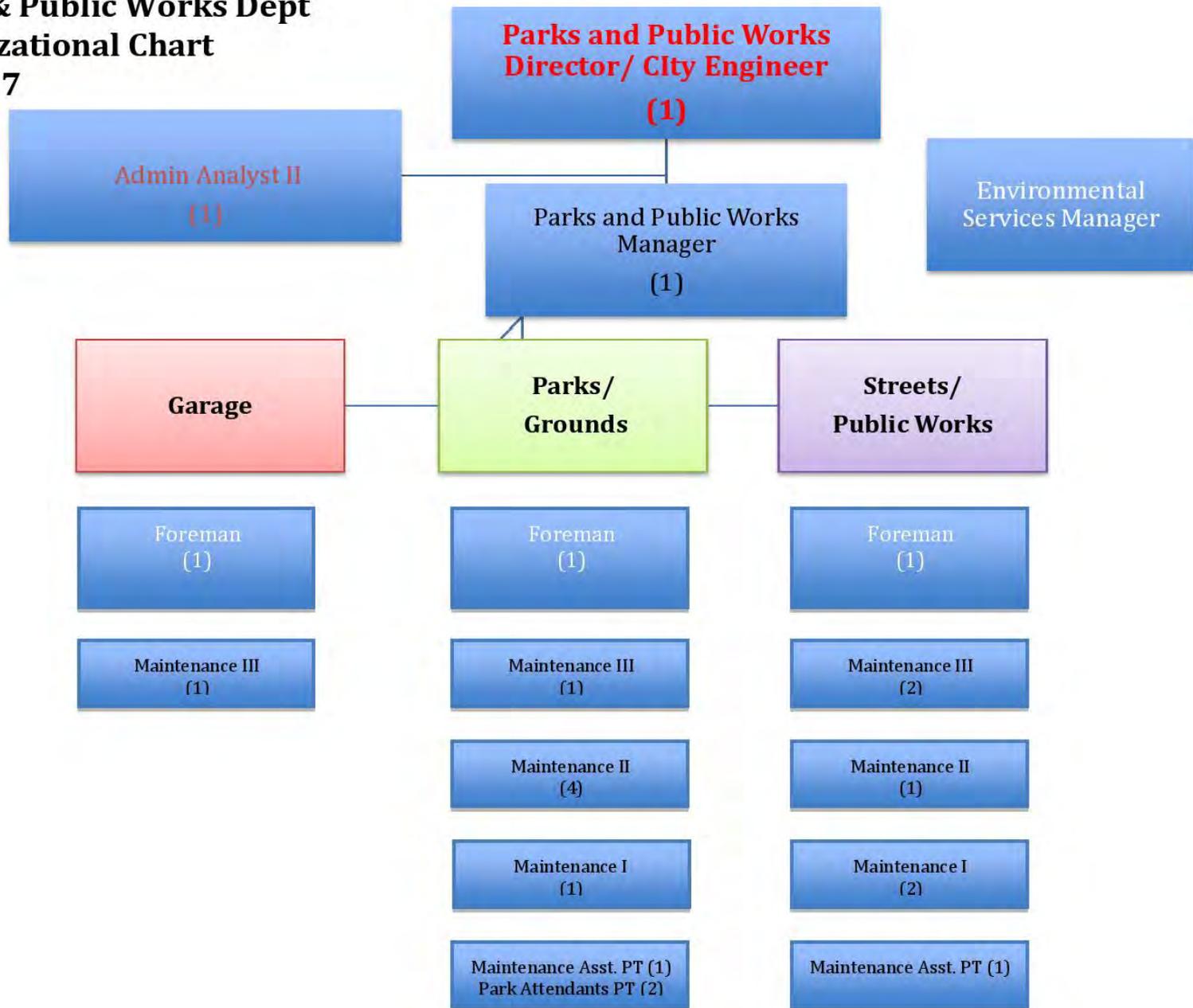
#### Operating Only\*

Program Area	Expenditures FY 15-16	Expenditures FY 16-17	Difference	Increase/ Decrease %	Notables
P&PW Administration	\$ 449,634	\$ 428,588	-\$ 21,046	-5%	Director Vacancy= Engineering Contract Svcs
Garage	\$ 195,015	\$ 215,240	\$ 20,225	10%	FT Underbudgeted in FY 15-16 (\$22K)
Sewer	\$ 462,221	\$ 375,660	-\$ 86,561	-19%	Debris/ Mission Cleaning \$56,000; NPDES
Streets	\$ 971,490	\$ 921,597	-\$ 49,893	-5%	LED Lights (\$22K)
Park	\$ 524,664	\$ 479,118	-\$ 45,546	-9%	Water Less \$20K
Grounds	\$ 832,869	\$ 748,622	-\$ 84,247	-10%	Water Less \$20K; Median Maintenance Less \$40K
<b>Subtotal</b>	<b>\$ 3,435,893</b>	<b>\$ 3,168,825</b>	<b>-\$ 267,068</b>	<b>-8%</b>	

\*FY 16-17 Operating Costs do not include equipment cost allocation pending CC approval of capital equipment. Department cost allocation in FY 15-16 was \$79,200



**Parks & Public Works Dept  
Organizational Chart  
2016-17**



# Staffing History

POSITIONS	2014-2015 Budgeted	2015-2016 Budgeted	2016-2017 Proposed
Public Works Director/City Engineer	0.25	1.00	1.00
Assistant City Manager	0.25	-	-
Administrative Analyst	1.00	1.00	1.00
Public Works Division Manager	1.00	1.00	1.00
Foreman	2.25	3.00	3.00
Maintenance Worker III	4.00	4.00	4.00
Maintenance Worker II	5.50	5.00	5.00
Maintenance Worker I	2.50	3.00	3.00
Maintenance Assistant (Part-Time)	0.96	0.99	0.99
Park Attendants (Part-Time)	0.53	0.76	0.76
<b>Total FTEs</b>	<b>18.24</b>	<b>19.75</b>	<b>19.75</b>

# Significant Highlights

- Personnel Related
  - Parks and Public Works Director/City Engineer
  - Reclassification of Administrative Analyst II (\$3,131)
  - Labor Contracts (Pending)
  - PERS Unfunded Liability (\$95,845)
- Grants
  - CalRecycle (2<sup>nd</sup> Grant)
  - Southern California Association of Governments (SCAG)
- Capital Improvement Program
  - Pavement Management Plan
  - Streetlight Conversion
  - Equipment

# CAPITAL PROJECTS FY 2015- 2016

	Division	Description	Budget	Estimated Notes
1	Administration	Pavement Management Program	\$51,755	\$51,755 Underway
2	Administration	P&PW Painting	\$6,250	\$6,250 Complete
3	Street	Winston, Stratford, Virginia Overlay	\$595,000	\$745,000 Bid Opening May 18/ Carryover (Grant)
4	Street	ADA Sidewalk	\$100,000	\$88,654 Complete
5	Street	Restriping Citywide	\$211,128	\$111,814* Complete
6	Street	Rehab Various Streets (Slurry Seal Area No. 4; Windsor and Warwick Overlay; (Loop Transfer)	\$741,244	\$658,081* Complete
7	Street	Allen Overlay	\$421,221	\$294,187 Complete
8	Street	Sidewalk Repair	\$150,000	\$150,000 Rebid/ Carryover
9	Street	Street Light Conversion	\$1,166,743	\$1,166,743 Near Completion
10	Street	Slurry Seal Area No. 2	\$200,000	\$200,000 Bids Rejected/ Carry over
11	Street	Santa Anita Overlay	\$342,937	\$342,937 Complete
12	Street	El Molino Overlay	\$700,000	\$700,000 Bid Opening May 25/ Carryover
13	Street	Huntington Drive Overlay WB (Winston to Virginia)	\$810,000	\$810,000 In Design/ Carryover
14	Street	Huntington Drive Left Turn Lanes	\$1,445,285	\$1,445,285 In Design/ Carryover
15	Street	Bus Benches	\$75,000	\$75,000 Carryover
16	Park and Grounds	Huntington Drive Irrigation Medians	\$99,942	\$55,590* Complete
17	Park and Grounds	Lacy Park Loop (Original Budget \$235,000) Offset \$5k by grant	\$318,163*	\$318,163* Complete (Park, NPDES, TRF, Grant)
18	Parks and Grounds	Patrick's Tree	\$113,000	\$113,000 Near Completion
19	Parks and Grounds	Roanoke Parkway Improvements	\$6,500	\$6,500 May Completion
20	Parks and Grounds	Lacy Park Restrooms	\$169,617*	\$250,000 Bid Opening June 15 Carryover
21	Parks and Grounds	St. Albans Parking	\$50,000	\$50,000 In Design/ Carryover
22	Parks and Grounds	Lacy Park Office Improvements	\$6,250	\$6,250 Complete
23	Parks and Grounds	Rose Arbor	\$134,940*	Underway

# PROPOSED CAPITAL PROJECTS

## FY 2016- 2017

	Division	Description	Amount	Notes
1	Administration	Sewer Rate Study	\$45,000	
2	Garage	Gas Tank Upgrades (LA County Requirements)	\$25,000	
3	Street	Street Light Conversion	\$690,000	
4	Street	Multiple Streets (Per Pavement Management Program)	\$1,500,000	\$642,349 offset by restricted funds
5	Street	Annual Sidewalk Repair	\$150,000	
6	Street	Traffic Signal Cabinets	\$60,000	
7	Street	Traffic Signal Renovation at Los Robles/Mission	\$9,000	
8	Street	Boom Truck	\$167,000	\$140K offset by selling Parks Tree King Truck with an est. revenue of \$140,000
9	Street	Generator (shared cost with Fire Dept.)	\$56,000	
10	Street	GIS Street Maintenance	\$7,500	
11	Street	Signal Shield Replacement	\$40,000	
12	Park and Grounds	Rose Arbor (additional)	\$150,000	
13	Park and Grounds	F550 Dump Truck	\$67,000	
14	Park and Grounds	Gator Utility Truck (replaces electrical golf carts)	\$9,500	
15	Park and Grounds	Park Office Sewer Line Replacement	\$8,500	
16	Park and Grounds	Lawnmower	\$20,000	
17	Park and Grounds	Landscape New Restroom Area	\$5,000	
			<b>TOTAL</b>	<b>\$3,009,500</b>

# Performance Measurements

## ADMINISTRATION

- CIP Projects Completed (12-15)
- Contracts Administered (20)
- Grants Administered (2-4)
- Work Orders (1300)
- Traffic Commission/ Landscape Committee (12)

## PUBLIC WORKS

- Dump Loads (20)
- Pot Holes (65)
- Graffiti Removal (10)
- Street Painting (25 Days)
- Sewer Pump Stations (155 Days)
- Sewer Maintenance (50-60 Days)
  - Call Outs/ Overflows; Cleaning; Repairs; Inspections by CCTV; Manhole Repairs
- Signs (60)
- Streetlights (280)
- Sidewalk Repairs (30)
- Inspections/ CIP and Residential (500)
- Street Permits

## PARKS/ GROUNDS

- Park Visitors (150,000)
- Park Reservations (125)
- City Events Supported (15)
- Trees: (3000)
  - Pruned/ Trimmed, Removed, and Planted
- Irrigation
- Landscape Maintenance (Major Maintenance)
  - Facility Landscape (9)
  - Grounds 25 acres of median strip
  - Park 35 acres including Rose Arbor
- Portable Stage Rentals
- Bus Shelter Maintenance
- Washes/ Basins

## FLEET

- New Vehicles Purchased
- Vehicles Maintained by Dept. (52)
- Equipment Maintained by Dept.
- Facilities Maintained by Dept.  
(Old Mill, City Hall, Stoneman, Library, SM Center, Thurnher, Police, Fire, Park Yard)

# Parks and Public Works Objectives

- Fill the Parks and Public Works Director/City Engineer Position
- Find ways to use City Engineer to reduce Contract Engineering costs and improve efficiencies
- Complete Lacy Park Rose Arbor Restoration
- Complete Lacy Park Restroom Renovation Project
- Implement Pavement Management Plan
- Continue sidewalk inspection and remediation strategy, including repairs at 5,000 sidewalk locations
- Obtain Council approval for an urban forest restoration plan

# Parks & Public Works Department COMPARISON DATA

County	City	Age	Residents	Sq. Mi.	PW Budget	Per Capita	Parks Maint.	Fleet	Water	In-House Engineering
Los Angeles	Palos Verdes Estates	1939	13,438	4.77	\$2.2M	\$164	Yes	No	No	Yes
Los Angeles	Rolling Hills Estates	1957	8,000	3.57	\$877K	\$109	No*	No	No	No
Los Angeles	San Gabriel	1913	39,700	4.14	\$5.8M	\$146	Yes	Yes	No	Yes
Los Angeles	San Marino	1913	13,147	3.77	\$3.4M	\$256	Yes	Yes	No	NO
Los Angeles	Sierra Madre	1907	10,900	2.95	\$8.14M	\$747	No*	Yes	Yes	No
Los Angeles	South El Monte	1958	20,100	2.85	\$2.7M	\$134	No*	No	No	Yes
Los Angeles	South Pasadena	1888	25,600	3.41	\$8.95M	\$350	Yes	No	Yes	Yes
Los Angeles	Temple City	1960	35,500	4.01	\$1.45M	\$41	No*	No	No	No

\*Parks Maint. Separate



*City of*  
**SAN MARINO**  
CALIFORNIA

# Recreation Budget Presentation



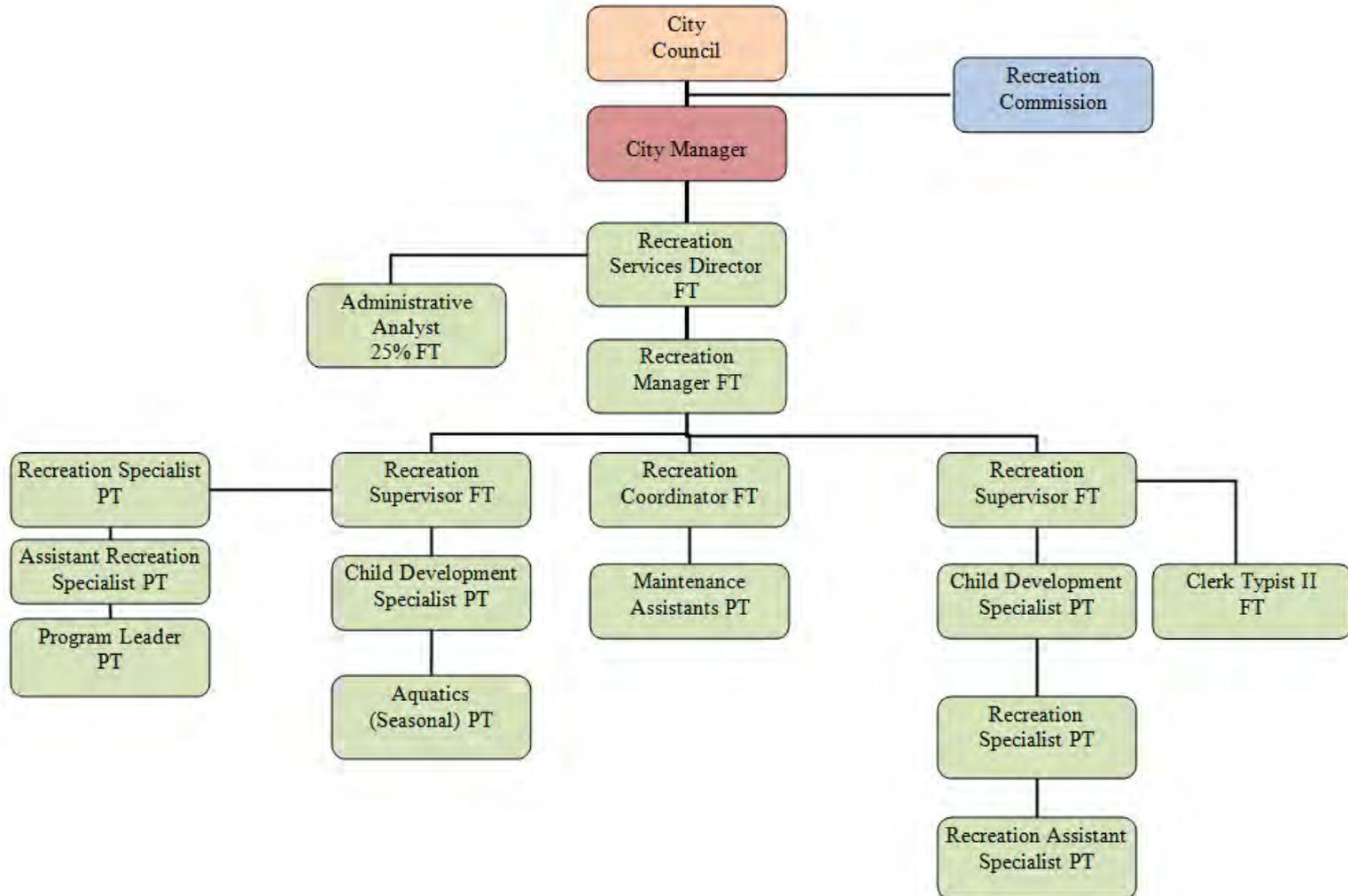
# Recreation Department Overview

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested	Budget Change
<b>Sources by Type:</b>					
<b>Non-Department Generated:</b>					
Unrestricted Funds	586,995	680,771	646,734	321,645	-52.8%
Intergovernmental Funds	149,688	184,430	176,558	191,289	3.7%
	<u>736,683</u>	<u>865,201</u>	<u>823,292</u>	<u>512,934</u>	<u>-40.7%</u>
<b>Department Generated Funds:</b>					
Charges for Services	1,335,020	1,414,247	1,395,947	1,674,549	18.4%
Rents & Concessions	32,414	44,300	38,600	40,800	-7.9%
Intergovernmental	-	2,500	2,500	-	-100.0%
Donations	4,554	5,357	5,637	4,300	-19.7%
Miscellaneous Revenues	503	-	-	-	
	<u>1,372,490</u>	<u>1,466,404</u>	<u>1,442,684</u>	<u>1,719,649</u>	
<b>Total Sources</b>	<u>2,109,173</u>	<u>2,331,605</u>	<u>2,265,976</u>	<u>2,232,583</u>	<u>-4.2%</u>
<b>Uses by Type:</b>					
Personnel	1,181,275	1,304,337	1,287,621	1,261,181	-3.3%
Services & Supplies	902,756	927,268	918,355	971,402	4.8%
Capital Outlay	25,143	100,000	60,000	-	
<b>Total Uses</b>	<u>2,109,173</u>	<u>2,331,605</u>	<u>2,265,976</u>	<u>2,232,583</u>	
<b>Net Revenue/ Expense</b>	0.65	0.63	0.64	0.77	

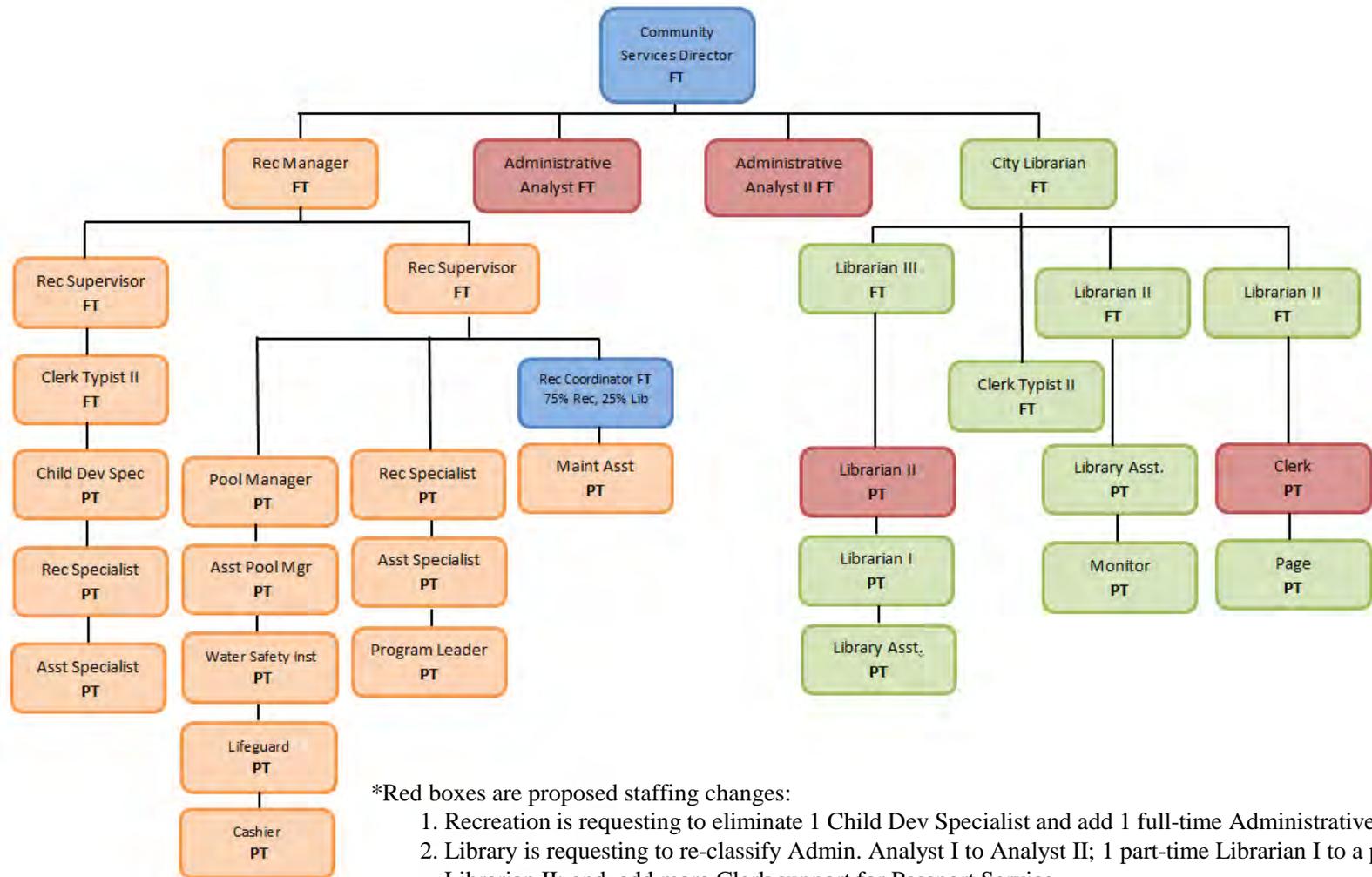
# Cost Recovery by Program

<b>Program Area</b>	<b>Expenses</b>	<b>Program Generated Revenue</b>	<b>Other Funding Sources</b>	<b>Net Expense/ (Revenue)</b>	<b>% Cost Recovery</b>	<b>Additional Revenue</b>
Administration	\$451,551	\$26,100	\$13,000	\$412,451	8.7%	Beverage Container Grant
Aquatics	\$212,795	\$201,776	\$3,200	\$7,819	96.3%	Prop A
Contract Classes	\$377,313	\$380,480		(\$3,167)	100.8%	
Free RecMemorial	\$4,143	\$500		\$3,643	12.1%	
Egg Hunt	\$6,905	\$2,800		\$4,105	40.6%	
Track Meet	\$5,503	\$4,500		\$1,003	81.8%	
Snow Day	\$20,378	\$12,725		\$7,653	62.4%	
Senior Activities	\$40,240	\$27,560	\$10,800	\$1,880	95.3%	Prop A
Day Care	\$219,954	\$210,820	\$63,313	(\$54,179)	124.6%	Prop A
Day Camp	\$197,600	\$186,260	\$39,375	(\$28,035)	114.2%	Prop A
Pre-School	\$474,496	\$584,751		(\$110,255)	123.2%	
<b>Subtotal</b>	<b>\$2,010,878</b>	<b>\$1,638,272</b>	<b>\$129,688</b>	<b>\$242,918</b>	<b>87.9%</b>	
4th of July	\$69,636	\$57,177		\$12,459		
San Marino Center	\$90,469	\$24,200		\$66,269		
Senior Outreach (CDBG)	\$5,646		\$5,646	\$0		CDBG
Thurnher House	\$55,955		\$55,955	\$0		LA County Park Bond Fund
<b>Subtotal</b>	<b>\$221,706</b>	<b>\$81,377</b>	<b>\$61,601</b>	<b>\$78,728</b>		
<b>Total</b>	<b>\$2,232,584</b>	<b>\$1,719,649</b>	<b>\$191,289</b>	<b>\$321,646</b>		

# Organizational Chart FY 15/16



# Organizational Chart FY 16/17



\*Red boxes are proposed staffing changes:

1. Recreation is requesting to eliminate 1 Child Dev Specialist and add 1 full-time Administrative Analyst.
2. Library is requesting to re-classify Admin. Analyst I to Analyst II; 1 part-time Librarian I to a part-time Librarian II; and, add more Clerk support for Passport Service.

\*Blue boxes support both the Recreation Division and the Library Division.

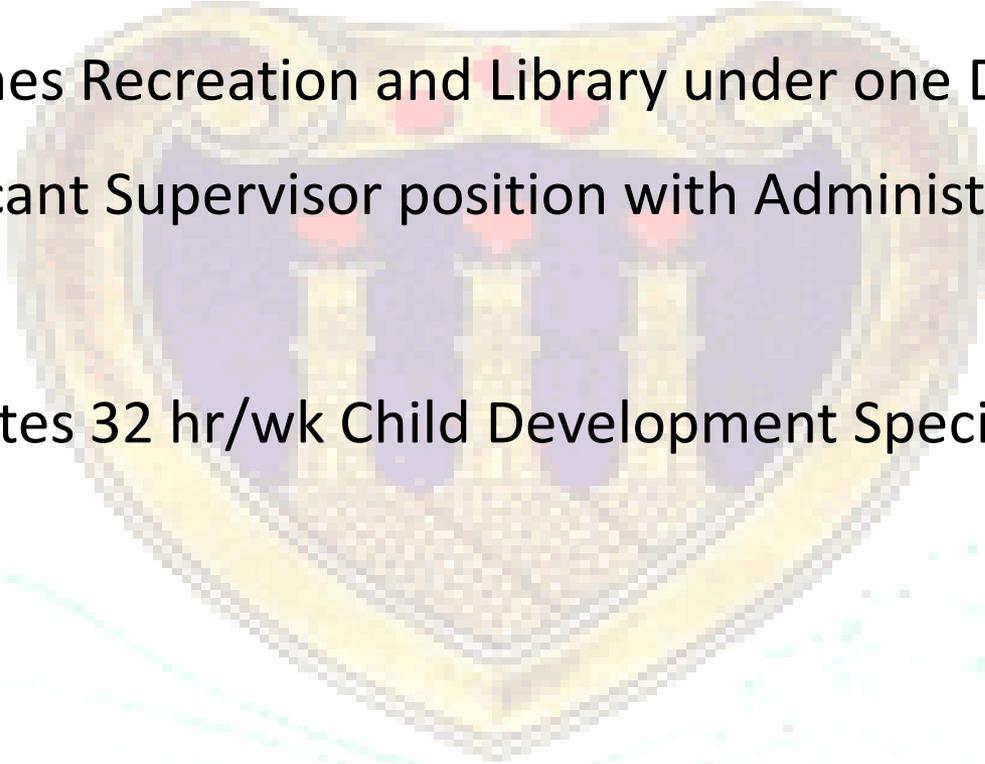
# Staffing History

<b>Full-Time Positions</b>	<b>2015-16 Budget</b>	<b>2016-17 Proposed</b>	<b>Part-Time Positions (FTE)</b>	<b>2015-16 Budget</b>	<b>2016-17 Proposed</b>
Community Services Director	0.00	0.50	Assistant Pool Manager	0.18	0.35
Recreation Director	1.00	0.00	Assistant Recreation Specialist	3.32	3.39
Recreation Manager	1.00	1.00	Cashiers	0.12	0.23
Administrative Analyst	0.25	1.00	Child Development Specialist	1.96	1.44
Clerk Typist II	1.00	1.00	Lifeguards	1.25	0.95
Recreation Supervisor	2.00	2.00	Maintenance Assistant	0.28	1.28
Recreation Coordinator	0.75	0.75	Pool Manager	0.18	0.21
<b>Sub-Total</b>	<b>6.00</b>	<b>6.25</b>	Program Leader	0.98	1.00
			Recreation Specialist	6.81	6.18
			Water Safety Instructors	0.42	0.76
			<b>Sub-Total</b>	<b>15.49</b>	<b>15.80</b>

<b>Total Staffing</b>	<b>2015-16 Budget</b>	<b>2016-17 Proposed</b>
Total Staffing	<b>21.49</b>	<b>22.05</b>

# Significant Changes

- Combines Recreation and Library under one Director
- Fills vacant Supervisor position with Administrative Analyst
- Eliminates 32 hr/wk Child Development Specialist



# Significant Impacts

- Minimum wage increased by 11%
- CalPERS unfunded liability of \$33,000
- Potential liability for part-time sick leave - \$11,950
- Program fee increased approximately 16%

# Program Participation

<b>Program Participation</b>	<b>2015-16 Mid-Year</b>	<b>2016-17 Target</b>
<b>Program Participant Data:</b>		
Day Care	774	1,200
Pre-School Program	1,645	2,400
Summer Day Camps	838	950
Aquatics	704	700
Tsunami's	683	1,275
Tot, Youth & Teen Contract Classes	1,364	1,925
Adult & Senior Contract Classes	731	1,200
Senior Trips	299	500
<b>Special Event Participant Data:</b>		
4th of July	8,500	8,500
Free Recreation Day	113	175
Snow Day	1,375	1,500
Track Meet	516	500
Egg Hunt	2,045	1,500
Memorial Day	TBD	350

# Recreation Department Comparable Cities

City	Population	Square Miles	Family Income	Department Budget	Department Revenue	Mandated Cost Recovery	Facilities	Service Areas
San Marino	13,423	3.77	\$154,318	\$2,232,584	\$1,910,938	Yes - 70%	"Retired" School Building Banquet Facility Joint Agreements for gym & pool use	Classes for all ages Day care and day camps Pre-school Aquatics Senior services Special events
Hermosa Beach	19,422	1.43	\$102,289	\$1,198,469	Total: \$1,045,500 Facility Rental: \$306,600 Net: \$739,500	No	Community Center Equestrian Center Senior Center Gymnasium Skate Park Tennis Center	Classes Sports leagues & programs Beach activities Special events Theatrical program Senior services
Palos Verdes Estates	13,412	4.74	\$159,038	None	None	No	None	All services provided through non-profit organizations
Malibu	12,746	19.8	\$132,926	\$1,969,300	\$432,000	No	Community Center Senior Center Equestrian Center Joint agreements for gym & pool use	Classes Sports leagues Senior services Special events Beach activities
Solana Beach	12,867	9.1	\$85,317	\$317,400	\$30,000	No	Community Center	Special events Day camps Jr. Lifeguard program All other recreation programs provided through non-profit organizations
Piedmont	10,640	1.7	\$199,304	\$3,991,105	Total: \$3,740,900 Facility Rental: \$339,500 Net: \$3,401,400	No Mandate but expectation of substantial cost recovery	Community Center Pool, Community Hall, Historic Center, Sports Fields	Classes Special events Preschool, Aquatics Senior services Daycare Day camps

# Additional Requests

- Non-Capital Equipment: \$1,500 to replace computer and printer for Recreation Administration
- Capital Equipment: \$29,335 for critical upgrade to the Recreation server hardware and software system that supports all Recreation enrollment activities



City of  
**SAN MARINO**  
CALIFORNIA

# 2016-2017 Budget Presentation



**CROWELL**  
PUBLIC LIBRARY  
CITY OF SAN MARINO

# Library Department Overview

	2014-15	2015-16	2015-16	2016-17	
	Actual	Budget	Estimated	Requested	
<b>Sources by Type:</b>					
<b>Non-Department Generated:</b>					
Unrestricted Funds	1,232,884	1,431,974	1,370,655	1,327,301	-7.3%
	1,232,884	1,431,974	1,370,655	1,327,301	-7.3%
<b>Department Generated Funds:</b>					
Charges for Services	107,154	62,950	125,650	125,650	99.6%
Rents & Concessions	10,140	8,500	11,000	11,000	29.4%
Donations	82,006	109,500	87,538	129,500	18.3%
Miscellaneous Revenues	2,946	10,238	10,818	14,180	
	202,245	191,188	235,006	280,330	
<b>Total Sources</b>	<b>1,435,129</b>	<b>1,623,162</b>	<b>1,605,661</b>	<b>1,607,631</b>	<b>-1.0%</b>
<b>Uses by Type:</b>					
Personnel	920,825	1,059,887	1,057,882	1,088,135	2.7%
Services & Supplies	507,901	548,275	532,779	519,496	-5.2%
Capital Outlay	6,402	15,000	15,000	-	-100.0%
<b>Total Uses</b>	<b>1,435,129</b>	<b>1,623,162</b>	<b>1,605,661</b>	<b>1,607,631</b>	<b>-1.0%</b>
<b>Cost Recovery</b>	14%	12%	15%	17%	

# Revenue Funds Summary

Category	Description	FY 2015-2016	FY 2016-2017
Donation	Foundation	\$35,000	\$35,000
Donation	Crain Art Gallery	\$1,000	\$1,000
Donation	Library Wish List	\$12,000	\$10,000
Donation	Adult Materials (Others)	\$3,000	\$3,000
Donation	Adult Chinese Language Materials	\$2,000	\$2,000
Donation	Adult Materials Friends	\$14,500	\$21,545
Donation	Children's Materials (Others)	\$6,500	\$6,500
Donation	Children's Materials Friends	\$35,500	\$38,500
<b>Revenue</b>	<b>Passports Fees</b>	<b>\$30,000</b>	<b>\$90,000</b>
Revenue	Library Copies	\$8,000	\$6,500
Revenue	Lost Materials Fees	\$3,000	\$3,000
Revenue	DVD Rentals	\$5,000	\$4,500
Revenue	Damaged Materials Fees	\$250	\$800
Revenue	Overdue Materials Fees	\$15,000	\$19,000
Revenue	Hold Fees	\$1,000	\$1,100
Revenue	Miscellaneous Revenue (Test Proctoring)	\$1,600	\$5,000
Revenue	Library Rental Fees	\$8,500	\$11,000
Rebate	Cenic	\$8,638	\$9,180
	<b>Total Donations</b>	<b>\$109,500</b>	<b>\$117,545</b>
	<b>Total Revenues/Rebate</b>	<b>\$80,988</b>	<b>\$150,080</b>
	<b>Grand Total</b>	<b>\$190,488</b>	<b>\$267,625*</b>

\*Adjusted Up  
After Change Log Corrections

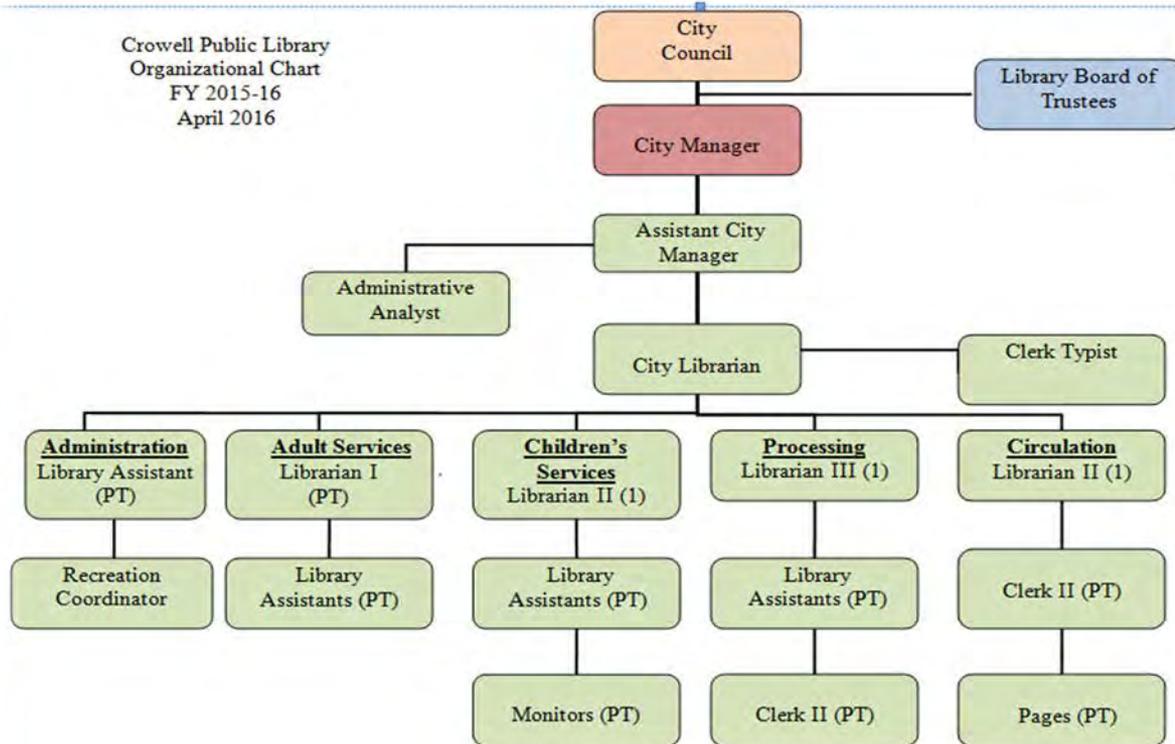
# Crowell Public Library Division Summaries Operating Only\*

Program Area	Expenditures FY 15-16	Expenditures FY 16-17	Difference	Increase/ Decrease %	Notables
Library Administration	\$765,813	\$721,454	-\$44,359	-6%	Dakim (\$3,410) (Change Log); Painting (\$3,500); Roof (\$2000); Window Cleaning & Patio (\$3,300); Patron Cards (\$3,000); Education(\$2,050)
Adult Services	\$304,367	\$315,404	\$11,037	4%	Reference hours reallocated; Small increase in books
Children Services	\$200,860	\$201,418	\$558	0%	
Processing	\$110,980	\$108,405	-\$2,575	-2%	
Circulation	\$226,142	\$260,950	\$34,808	15%	Clerk hours for passport service (offset by revenues).
<b>Subtotal</b>	<b>\$1,608,162</b>	<b>\$1,607,631</b>	<b>-\$531</b>	<b>0%</b>	

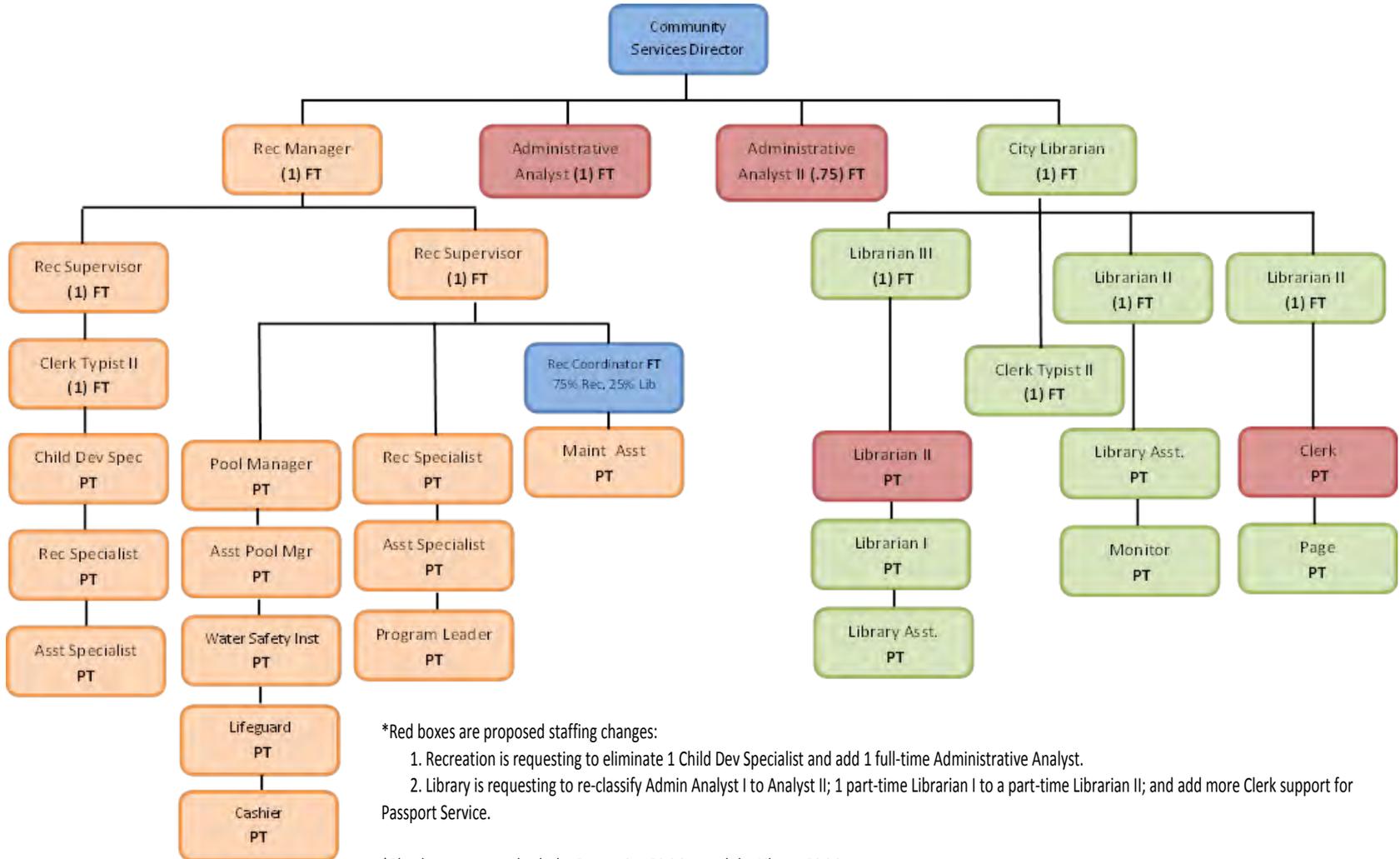
\*FY 16-17 Operating Costs do not include equipment cost allocation. Department cost allocation in FY 15-16 was \$3,200

Note: Chinese Cataloger and OCLC (Processing)  
(Change Log from \$9000 to \$12,300)

# Organizational Chart FY 15/16



# Community Services Department Recreation and Library Divisions Organizational Chart FY 2016-17



\*Red boxes are proposed staffing changes:

1. Recreation is requesting to eliminate 1 Child Dev Specialist and add 1 full-time Administrative Analyst.
2. Library is requesting to re-classify Admin Analyst I to Analyst II; 1 part-time Librarian I to a part-time Librarian II; and add more Clerk support for Passport Service.

\*Blue boxes support both the Recreation Division and the Library Division.

# Staffing History

<b>Full-Time Positions</b>	<b>2015-16 Budget</b>	<b>2016-17 Proposed</b>	<b>Part-Time Positions (FTE)</b>	<b>2015-16 Budget</b>	<b>2016-17 Proposed</b>
Assistant City Manager	0.50	0.0	Librarian I	0.65	0.73
Community Services Director	0.0	0.50	Librarian Assistant	3.75	3.93
City Librarian	1.00	1.00	<b>Clerks</b>	<b>3.85</b>	<b>5.05</b>
<b>Administrative Analyst</b>	<b>0.50</b>	<b>0.75</b>	Pages	1.83	1.82
Librarian III	1.00	1.00	Monitor	0.42	0.42
Librarian II	2.00	2.00	Recreation Coordinator	0.25	0.25
Clerk Typist II	1.00	1.00	<b>Sub-Total</b>	<b>10.75</b>	<b>12.20</b>
<b>Sub-Total</b>	<b>6.00</b>	<b>6.25</b>			

<b>Total Staffing</b>	<b>2015-16 Budget</b>	<b>2016-17 Proposed</b>
Total Staffing	<b>16.75</b>	<b>18.45</b>

# Significant Highlights

- Community Services Director
- Administrative Analyst II (\$3,131)
- Librarian II Part-Time (\$2,051)
- Labor Contracts (Pending)
- CalPERS Unfunded Liability (\$42,408)
- Minimum Wage Increases
- Passport Program (Self Sustaining)
- Community Donations and Volunteers
- 2016-2021 Strategic Plan



CROWELL  
PUBLIC LIBRARY  
CITY OF SAN MARINO

# Capital and Non-Capitalized Requests

- **Capital Enhancements**

- Radio Frequency Identification (RFID) \$50,000– Foundation Donation
  - \$35,000 Year One
  - \$15,000 Year Two
- Security Cameras (\$2,500)

- **Non-Capital Enhancements**

- Chairs (\$3,000)
- Copier (\$3,600)
- Copier (\$600)
- Lobby Mats (\$1,000)
- Passport Picture Printer (\$1,500)
- Barth Room Tables (\$8,000)
- Poster Display (\$3,000)– Donation funded
- Replace Chairs (\$1,500)– Donation funded
- Staff Computers (\$11,000)– Donation funded
- Crain Art Gallery (\$1,500)– Donation funded



CROWELL  
PUBLIC LIBRARY  
CITY OF SAN MARINO

# Library Performance Measurements



Hours Open	3,089
Volunteer Hours	2,000
Donations Received	\$117,545
Room Rentals	500 (100 Paid)
Passports Applications Accepted	2,500
Number of Visitors	225,000
Number/Attendance Programs	11,000
Reference	14,000
Collection/Materials	101,000
Circulated	250,000
Library Cards Issued	2,900
Fines/Fees Issued	23,000
Computers (log-in)	40,000
Website Visitors	144,000
Art Gallery Installations	8

# Crowell Public Library Comparable Cities

(Source: CA Library Statistics, 2014 Data)



City	Budget	Population	Costs Per Capita	No of Libs	Hours Per Week	FTE	Visits Per Capita	Circulation Per Capita	Prg Attend Per Capita	Comp Use Per Capita	Materials	Expenditures Materials
<b>San Marino</b>	<b>\$1,297,724</b>	<b>13246</b>	<b>\$ 98</b>	<b>1</b>	<b>62</b>	<b>16.2</b>	<b>17.16</b>	<b>19.74</b>	<b>0.653</b>	<b>3.38</b>	<b>83089</b>	<b>\$152,789</b>
Commerce*	\$2,737,902	12935	\$ 212	4	48 x 4	39.7	24.68	17.4	2.195	4.53	98738	\$239,109
El Segundo	\$2,263,100	16804	\$ 135	1	62	21	15.19	12.71	0.0368	1.19	149883	\$164,600
Mill Valley	\$2,055,765	14147	\$ 145	1	61	19.3	17.35	22.73	2.12	1.03	101818	\$168,166
Rancho Mirage	\$2,812,644	17639	\$ 159	1	56	21.5	18.83	33.82	1.8	2.04	76062	\$207,605
Santa Fe Springs	\$1,303,902	16816	\$ 78	2	49 x 2	12.3	11.68	6.16	1.824	1.69	60638	\$113,602
Sierra Madre	\$966,842	11023	\$ 88	1	47	9.2	7.52	7.88	0.581	0.93	55572	\$101,696
South Pasadena	\$1,233,982	25587	\$ 48	1	57	19.1	11.65	16.02	1.083	0.86	145000	\$166,981

\*LJ Star Library



# San Marino Fire Department

## 2016 - 2017 Budget Presentation





# Services and Programs Provided

## SERVICES

Fire Suppression  
Rescue Services  
Paramedic Services  
Fire Prevention  
Fire Safety Education  
Community Relations  
Community Education  
Emergency Management

## PROGRAMS

Community CPR Training  
Community Emergency Response Team  
Operation Fire Safe  
Disaster Courses  
School Reading  
Neighborhood Watch Participation



# Department Operations and Response

- Fire Chief – **shared cost**
- Fire Deputy Chief/Fire Marshal – **shared cost**
- Fire Battalion Chiefs – **shared cost**
  
- Fire Engine Company
- Rescue Ambulance



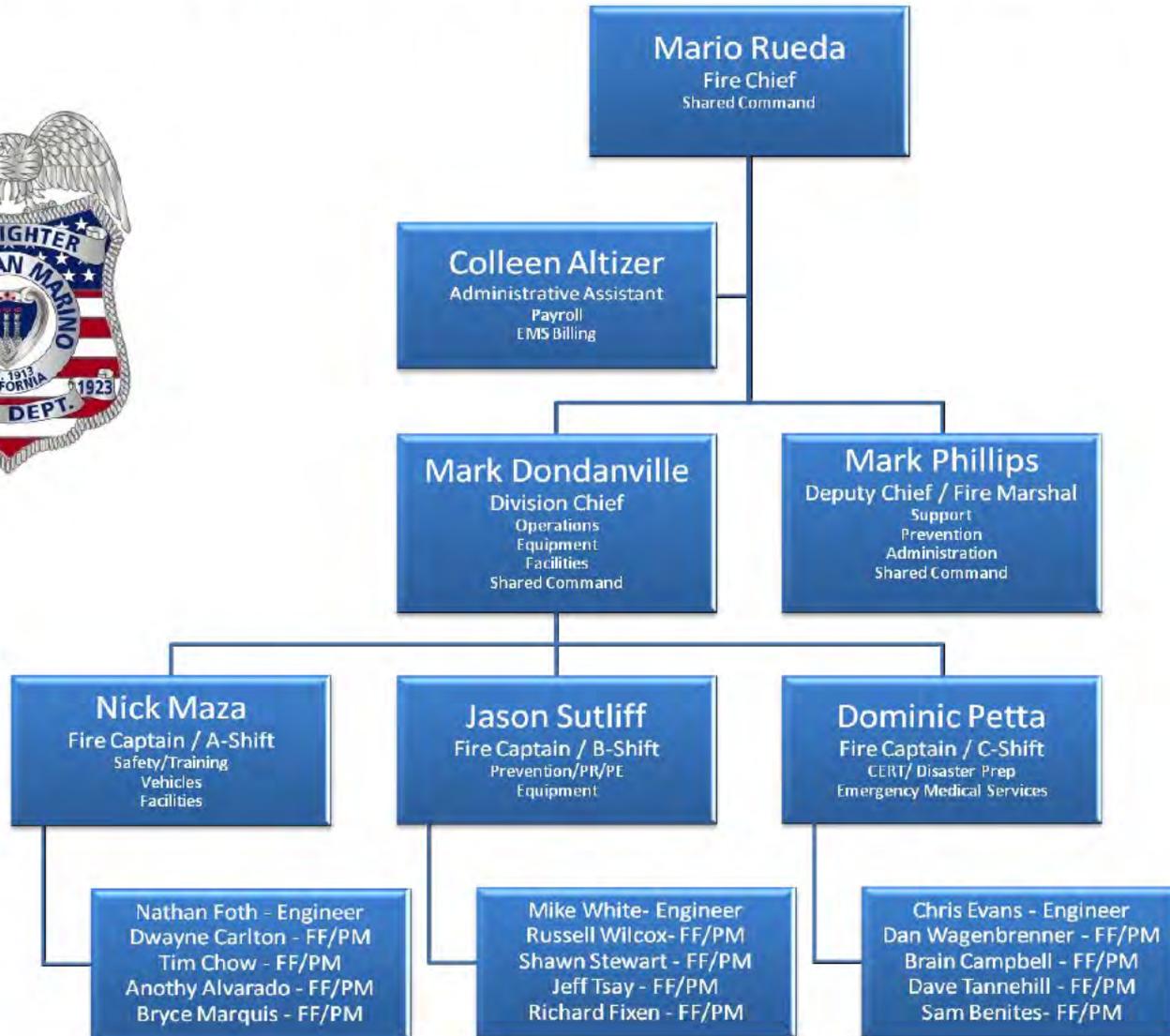


# Staffing History

<u>Full-time Positions</u>	<u>Past</u>	<u>2013</u>	<u>Present</u>
Fire Chief	1	1	Shared
Fire Deputy Chief	0	1	Shared
Fire Battalion Chief	3	1	Shared
Fire Captain	3	3	3
Fire Engineer	6	3	3
Firefighter/Paramedic	12	12	12
Administrative	1	1	1
<b>Total</b>	<b>26</b>	<b>22</b>	<b>21.1</b>

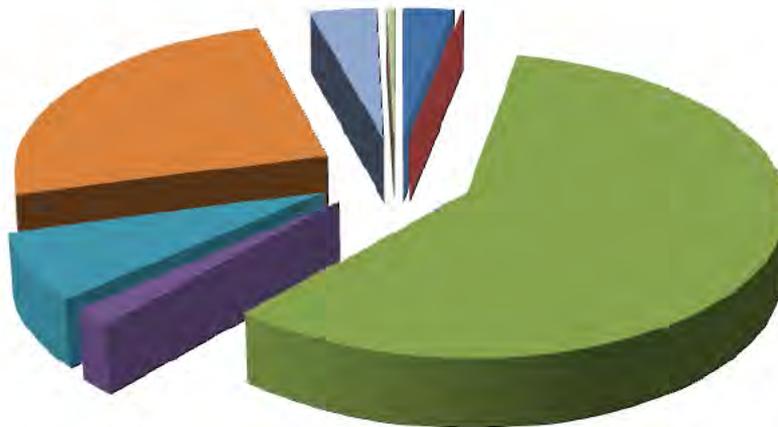
\*\*\*\* Shared cost

# Fire Organizational Chart





# 2015 Incident History



- Fires - 49
- Overheat - 2
- Medical - 965
- Hazardous - 32
- Service- 122
- Good Intent- 412
- False Alarm - 63
- Weather - 1
- Special - 6

MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	49	2.97%
Overpressure rupture, explosion, overheat - no fire	2	0.12%
Rescue & Emergency Medical Service	965	58.41%
Hazardous Condition (No Fire)	32	1.94%
Service Call	122	7.38%
Good Intent Call	412	24.94%
False Alarm & False Call	63	3.81%
Severe Weather & Natural Disaster	1	0.06%
Special Incident Type	6	0.36%
<b>TOTAL</b>	<b>1652</b>	<b>100.00%</b>



# Fire Department Budget Overview

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested	Budget Change
<b>Non-Department Generated:</b>					
Unrestricted Funds	2,345,391	2,951,133	3,094,097	2,955,567	0.2%
Public Safety Taxes	1,887,790	1,862,784	1,862,784	1,909,780	2.5%
Intergovernmental Funds	<u>90,682</u>	<u>76,800</u>	<u>76,800</u>	<u>80,000</u>	4.2%
	4,323,864	4,890,717	5,033,681	4,945,347	1.1%
	-	-	-	-	
<b>Department Generated Funds:</b>					
Charges For Service	1,212,115	1,095,000	972,100	1,019,100	-6.9%
Intergovernmental Funds	<u>34,346</u>	<u>125,000</u>	<u>198,111</u>	<u>100,000</u>	-20.0%
	1,246,460	1,220,000	1,170,211	1,119,100	-8.3%
<b>Total Sources</b>	<u>5,570,324</u>	<u>6,110,717</u>	<u>6,203,892</u>	<u>6,064,447</u>	-0.8%
Personnel	4,999,604	5,434,388	5,505,302	5,644,690	3.9%
Services & Supplies	570,720	605,329	628,771	419,757	-30.7%
Capital Outlay	-	<u>71,000</u>	<u>69,819</u>	-	
<b>Total Uses</b>	<u>5,570,324</u>	<u>6,110,717</u>	<u>6,203,892</u>	<u>6,064,447</u>	
<b>Cost Recovery</b>	22%	20%	19%	18%	



# Existing Program Changes

- Personnel Increases = \$ 210,302
  - Shared Command
  - Worker Compensation
  
- Supplies and Services Increases = \$ 33,594
  - Utilities, Contract Services
  - Vehicle Maintenance, Facility Maintenance



# New Program Changes

- Capital Equipment

- Self Contained Breathing Apparatus     -\$35,000
- Paramedic Defibrillator/Heart Monitor -\$40,000
- Deployment Study                             -\$30,000

- Non-Capital Equipment

- 2 Thermal Imaging Cameras   -\$8,720
- Fire Investigation Equipment -\$3,800
- Computer Equipment             -\$4,400
- Fire Hose and Equipment       -\$6,000





# PERS, Pension Debt Service, and Capital Savings Program

- PERS Costs Total = \$ 1,066,054
  - Normal = \$ 482,808
  - UAL 20 year = \$ 583,246
  
- Debt Services = \$ 486,760
  - PERS Bond
  
- Capital Equipment Purchasing Fund = \$ 200,000
  - Annual Equipment Savings Plan



# Fire Department Budget Totals

• Personnel	=	\$5,644,690
• Services and Supplies	=	\$ 419,757
• <b>Total Uses</b>	=	<b>\$ 6,064,447</b>
• Equipment Allocation	=	\$ 200,000
• Non- Capital Equipment	=	\$ 22,920
• Capital Outlay	=	<u>\$ 105,000</u>
• <b>Total Uses with Capital and Equipment</b>	=	<b>\$ 6,392,367</b>



# Fire Department Budget Net Totals

- Total Uses with Capital and Equipment = **\$ 6,392,367**
  - Revenues
    - Ambulance = \$429,000
    - GEMT (Medicare) = \$ 25,000
    - Strike Team = \$ 75,000
    - Shared Command = \$500,000
    - Fire Fees = \$ 15,100
- 
- Total Revenue** **\$ 1,044,100**
- Net Budget** **\$ 5,348,267**



# Today's Shared Command

	Total	
• San Marino Fire Chief	1.00	
• San Marino Fire Division Chief	2.00	
• San Gabriel Deputy Chief	1.00	
• South Pasadena Deputy Chiefs	1.00	
• San Gabriel Division Chief	2.00	
• <b>Total Chiefs</b>	<b>7.00</b>	
• <b>Total Chiefs Paid by San Marino</b>	<b>2.1</b>	
• <b>Three Cities Shared Command Total Net Costs</b>		<b>\$ 1,577,718</b>
• <b>San Marino's Total Net Costs (30%)</b>		<b>\$ 473,315</b>



# Performance Metrics

- Response Times
  - Maintain less than 5 minutes
- Community Relations
  - Involved in 75 Public Events
- Fire Prevention
  - Complete 100% of 231 commercial inspections annually
- Revenues
  - Maintain effective cost recovery





# Performance Metrics

<u>Key Measures</u>	<u>2014</u>	<u>2015</u>	<u>Targets</u>
Incident Responses	1682	1652	1650
Response Times			< 5 min.
• San Marino	3.40 min.	3.07 min.	< 5 min.
• Total Average	4.40 min.	4.12 min.	< 5 min.
Fire Inspections	461	385	231
Public Events	96	78	75
CERT/ Disaster Courses	4	4	4
Department Revenues	\$1,246,460	\$1,170,211	\$1,044,100



# Comparable Cities 2015-2016

- San Marino
- Hermosa Beach
- San Gabriel
- South Pasadena
- Beverly Hills



**Fire Department Comparable Cities 2015-2016**

City	Population	Square Miles	Sworn Staffing	Fire Stations	Net-Operating Costs	SFTP Advanced Paramedics	Staffing and Resources	Service Areas
San Marino	13,423	3.77	21.1	1	\$4,940,506	Yes	1 Fire Chief 1 Deputy Chief 1 Battalion Chief 1 Paramedic Engine 1 Ambulance	Fire Services Fire Prevention Emergency Medical Service Emergency Operations Disaster Preparations Public Education Public Relations
Hermosa Beach	19,422	1.43	16	1	\$4,551,525	No	1 Fire Chief 1 Fire Engine 1 Ambulance	Fire Services Fire Prevention Emergency Medical Service Disaster Preparations Public Education
San Gabriel	39,798	4.14	34.4	2	\$5,710,889	No	1 Deputy Chief 1 Fire Marshal 2 Fire Engines 1 Ambulance	Fire Services Fire Prevention Emergency Medical Service Emergency Operations Disaster Preparations Public Education Public Relations
South Pasadena	25,601	3.41	21.1	1	\$4,055,747	No	1 Deputy Chief 1 Fire Engine 1 Ambulance	Fire Services Fire Prevention Emergency Medical Service Disaster Preparations Public Education Public Relations
Beverly Hills	34,111	5.71	81	3	\$29,915,764	Yes	1 Fire Chief 1 Deputy Chief 1 Battalion Chief 1 Ladder Truck 4 Fire Engines 3 Ambulances	Fire Services Fire Prevention Emergency Medical Service Emergency Operations Disaster Preparations Public Education



# Emergency Management Overview

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested	Budget Change
<b>Non-Department Generated:</b>					
General Funds	41,698	72,580	60,288	39,680	-45.3%
<b>Total Sources</b>	<u>41,698</u>	<u>72,580</u>	<u>60,288</u>	<u>39,680</u>	-45.3%
Personnel	-	-	-	-	
Services & Supplies	41,698	43,580	44,288	39,680	-8.9%
Capital Outlay	-	29,000	16,000	-	0.0%
<b>Total Uses</b>	<u>41,698</u>	<u>72,580</u>	<u>60,288</u>	<u>39,680</u>	-45.3%
<b>Cost Recovery</b>	0%	0%	0%	0%	





# Emergency Management Services and Programs Provided

## SERVICES

Emergency Operations Center  
Communications  
Disaster Supply Caches  
City Disaster Sheltering  
Disaster Courses  
Emergency Notification  
Fire Extinguisher Training  
Emergency Generator

## PROGRAMS

Emergency Operation Training  
Community Emergency Response Team  
Red Cross Sheltering





# Program Changes

- Supplies and Services Increases = \$ 1,100
  - Utilities
- Non- Capital Equipment = \$ 9,000
  - Computers, Radios





# Program Changes

- Capital = \$ 56,000
  - Mobile Generator (50% public works)
  
- Contract Increase = \$ 10,000
  - Contract Emergency Analyst





# Emergency Services Totals

• Services and Supplies	=	\$ 39,680
• <b>Total Uses</b>	=	<b>\$ 39,680</b>
• Contract	=	\$ 10,000
• Non-Capital	=	\$ 9,000
• Capital Outlay	=	<u>\$ 56,000</u>
• <b>Total Uses with Capital</b>	=	<b>\$ 114,680</b>



# Questions / Next Steps



# Budget Continuation

# City Council Overview

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Sources by Type:</b>				
<b>Non-Department Generated:</b>				
<b>Unrestricted Funds</b>	9,902	11,850	14,850	16,900
<b>Total Sources</b>	9,902	11,850	14,850	16,900
<b>Uses by Type:</b>				
<b>Personnel</b>	-	-	-	-
<b>Services &amp; Supplies</b>	9,902	11,850	14,850	16,900
<b>Capital Outlay</b>	-	-	-	-
<b>Total Uses</b>	9,902	11,850	14,850	16,900
<b>Cost Recovery</b>	0%	0%	0%	0%

# SMTV Overview

	2014-15	2015-16	2015-16	2016-17
	Actual	Budget	Estimated	Requested
<b>Sources by Type:</b>				
<b>Department Generated:</b>				
PEG Fees	-	30,000	-	-
<b>Total Sources</b>	-	30,000	-	-
<b>Uses by Type:</b>				
Personnel	-	-	-	-
Services & Supplies	-	30,000	-	-
Capital Outlay	-	-	-	-
<b>Total Uses</b>	-	30,000	-	-
<b>Cost Recovery</b>	0%	100%	0%	0%

# Old Mill Overview

	2014-15	2015-16	2015-16	2016-17
	Actual	Budget	Estimated	Requested
<b>Sources by Type:</b>				
<b>Non-Department Generated:</b>				
<b>Unrestricted Funds</b>	56,185	83,500	83,500	55,000
<b>Intergovernmental Funds</b>	-	100,000	100,000	-
<b>Total Sources</b>	56,185	183,500	183,500	55,000
<b>Uses by Type:</b>				
<b>Personnel</b>	4,263	-	-	-
<b>Services &amp; Supplies</b>	51,922	63,500	63,500	55,000
<b>Capital Outlay</b>	-	120,000	120,000	-
<b>Total Uses</b>	56,185	183,500	183,500	55,000
<b>Cost Recovery</b>	0%	0%	0%	0%

# Old Mill Highlights/Requests

- The Old Mill is celebrating 200 years!
- Completion of \$120,000 in improvements. Grant funded by the Los Angeles Regional Parks and Open Space District, Supervisor Antonovich's, with matching from the City of San Marino and the Old Mill Foundation.
- **Requests for FY 2016-17**
  - **Various Improvements**
    - Ramada repair and replacement (\$20,000)
    - Fountain plumbing repairs (\$2,500)
    - Trash enclosure (\$2,500)
    - Cottage repairs, including heater, kitchen, windows, hot water tank (**\$25,000**)
    - Cottage roof (\$7,000)
    - **TOTAL: \$57,000**
  - **Long Term**
    - Mill Roof
    - Mill Kitchen
    - Exterior Lighting
    - Exterior Wall Maintenance



Fund	07/01/16		Projected Transfers In	Projected Transfers Out	Requested Expenditures	Estimated 6/30/2017		Estimated Increase/(Decrease) in Fund Balance	
	Estimated Fund Balance	Estimated Revenues				Estimated Fund Balance Reserved	Estimated Fund Balance Unreserved		
<b>Unrestricted Funds:</b>									
101	General Fund	16,695,152	21,379,181	74,000	9,299,059	9,625,450	19,223,824	2,528,671	
102	Payroll Fund	0	-	-	-	-	0	-	
103	Public Safety Fund	(0)	4,388,582	6,803,187	-	11,171,360	20,409	20,409	
104	Fourth of July Event Fund	(0)	57,177	32,748	-	89,925	(0)	(0)	
105	San Marino Center Fund	0	24,200	66,269	-	90,469	0	-	
281	Restricted Donations to City Fund	312,200	202,705	-	74,000	112,497	328,408	16,208	
394	Capital Projects Fund	-	-	1,187,500	-	1,284,500	(97,000)	(97,000)	
401	Debt Service Fund	-	-	761,362	-	761,362	-	-	
500	Windstorm Fund	(0)	-	-	-	-	(0)	-	
591	Capitalized Equipment Fund	528,717	408,600	39,633	-	887,450	-	89,500	
595	Workers' Compensation Fund	-	-	28,360	-	543,746	(515,386)	(515,386)	
596	General Liability Fund	-	-	380,000	-	380,000	-	-	
	<b>All Unrestricted Funds</b>	<b>17,536,069</b>	<b>26,460,445</b>	<b>9,373,059</b>	<b>9,373,059</b>	<b>24,946,760</b>	<b>-</b>	<b>19,049,754</b>	<b>1,513,685</b>
<b>Restricted Funds:</b>									
202	Gas Tax Fund	498,419	268,200	-	-	524,654	241,965	(256,454)	
204	CDBG Fund	216	37,708	-	-	37,708	216	-	
206	County Park Prop. A Fund	75	63,619	-	-	55,955	7,739	7,664	
207	Prop. A Transit Fund	383,841	246,175	-	-	239,688	390,328	6,487	
209	Water Use Fines	21,050	25,050	-	-	3,000	-	-	
212	Air Quality Fund	33,526	15,015	-	-	-	48,541	15,015	
213	STPL Fund	16,367	-	-	-	16,367	-	(16,367)	
214	TDA Fund	3,314	3,314	-	-	3,314	3,314	-	
215	Prop. C Transit Fund	73,511	200,100	-	-	73,511	200,100	126,589	
216	PEG Fees	116,925	30,140	-	-	-	147,065	30,140	
217	Asset Seizure Fund	28,403	550	-	-	1,800	27,153	(1,250)	
220	Granada Ave. Assessment II Fund	-	-	-	-	-	-	-	
221	Used Oil Grant	(6,354)	5,000	-	-	5,000	(6,354)	-	
224	Assistance to Firefighters Grant Fund	8,126	-	-	-	-	8,126	-	
226	CA Recycling Grant Fund	333,788	5,020	-	-	13,000	325,808	(7,980)	
233	COPS Fund	94,618	100,060	-	-	90,000	104,678	10,060	
236	Windstorm Tree Grant Fund	-	-	-	-	-	-	-	
238	County Park Grant Fund	-	-	-	-	-	-	-	
240	Homeland Security Grant Fund	-	-	-	-	-	-	-	
241	Safe Routes to School Fund	-	65,242	-	-	-	65,242	65,242	
243	LA County Measure R Fund	24,503	153,240	-	-	24,503	153,240	128,737	
244	Prop. 1B Street Funds	-	-	-	-	-	-	-	
247	SCAG Grant Fund	-	-	-	-	-	-	-	
	<b>All Restricted Funds</b>	<b>1,630,328</b>	<b>1,218,433</b>	<b>-</b>	<b>-</b>	<b>1,088,500</b>	<b>-</b>	<b>1,717,161</b>	<b>107,883</b>
	<b>All Funds</b>	<b>19,166,397</b>	<b>27,678,878</b>	<b>9,373,059</b>	<b>9,373,059</b>	<b>26,035,260</b>	<b>-</b>	<b>20,766,915</b>	<b>1,621,568</b>

**Expenditures by Type:**

	<b>2014-15 Actual</b>	<b>2015-16 Budget</b>	<b>2015-16 Estimated</b>	<b>2016-17 Requested</b>	<b>Budget to Budget</b>
Personnel	15,354,855	16,891,189	16,583,065	16,966,415	0.45%
Services & Supplies	5,824,353	6,716,122	6,716,656	6,253,745	-6.89%
Capital Outlay	4,566,530	8,790,220	8,364,103	2,814,299	-67.98%
Debt Service	<u>-</u>	<u>800</u>	<u>800</u>	<u>800</u>	<u>0.00%</u>
	25,745,739	32,398,331	31,664,624	26,035,260	-19.64%

**Expenditures by Department:**

Capitalized Equipment	8,705	398,479	399,419	887,450	122.71%
City Council	9,902	11,850	14,850	16,900	42.62%
Administration	2,146,322	2,381,996	2,341,387	2,127,106	-10.70%
SMTV	-	30,000	-	-	-100.00%
Planning & Building	998,573	1,130,199	1,075,905	1,174,316	3.90%
Police	5,948,459	6,337,767	6,184,316	6,549,577	3.34%
Fire	5,570,324	6,110,717	6,208,880	6,084,770	-0.42%
Emergency Services	41,698	72,580	61,388	58,680	-19.15%
Parks & Public Works	7,421,269	11,786,476	11,307,792	5,180,904	-56.05%
Recreation	2,109,173	2,331,605	2,278,277	2,218,780	-4.84%
Library	1,435,129	1,623,162	1,607,849	1,649,776	1.64%
Old Mill	<u>56,185</u>	<u>183,500</u>	<u>184,562</u>	<u>87,000</u>	<u>-52.59%</u>
	25,745,739	32,398,331	31,664,624	26,035,260	-19.64%

# Personnel Full Time Equivalents

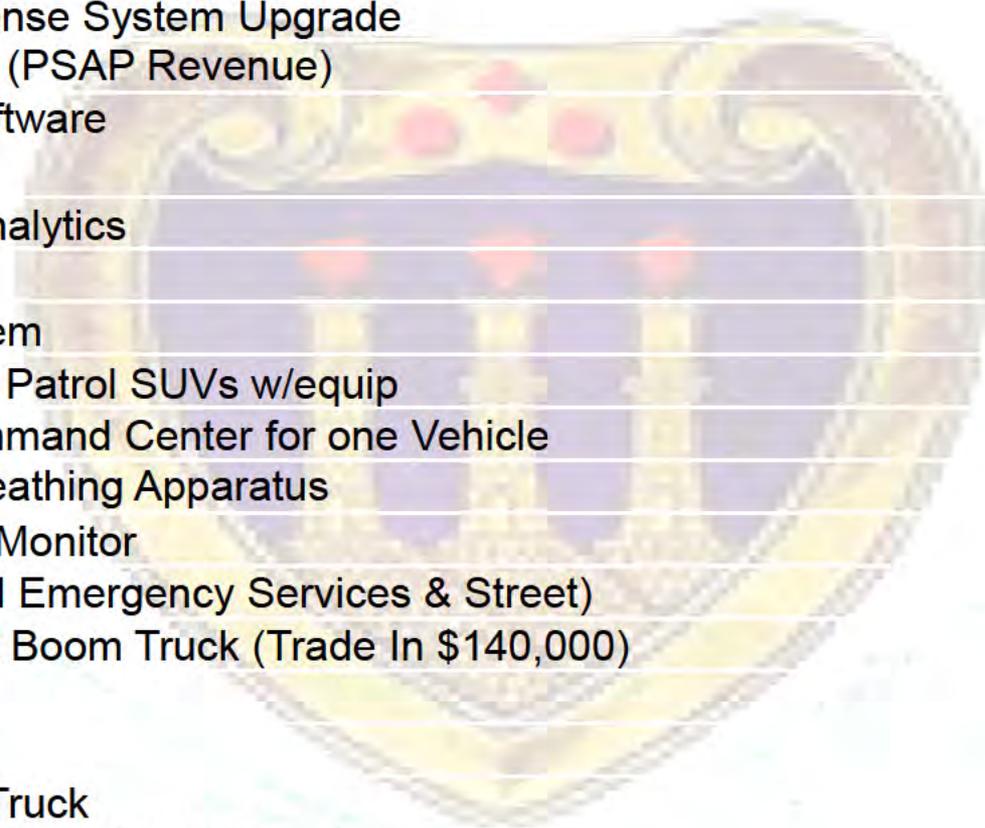
	2014-15	2015-16	2015-16	2016-17
	Actual	Budget	Estimated	Requested
<b>Administration</b>	5.50	6.21	5.89	6.58
<b>Planning &amp; Building</b>	6.77	8.17	8.19	8.17
<b>Police</b>	33.78	36.88	32.43	37.40
<b>Fire</b>	21.10	22.40	21.40	21.40
<b>Parks &amp; Public Works</b>	17.21	19.75	18.85	19.75
<b>Recreation</b>	22.64	21.49	19.89	21.88
<b>Library</b>	17.44	16.75	18.34	18.28
<b>Old Mill</b>	0.10	-	-	-
	<u>124.54</u>	<u>131.65</u>	<u>124.99</u>	<u>133.46</u>

- The Only Full Time Additions are:
- The Analyst in Recreation
- The Upgrade of the Part Time Police Records Clerk to Full Time Police Records Clerk
- The Upgrade of the Intern in Administration to a Full Time Analyst

# Personnel Costs

	2014-15	2015-16	2015-16	2016-17
	Actual	Budget	Estimated	Requested
<b>Administration</b>	1,043,498	1,143,689	1,074,833	1,030,654
<b>Planning &amp; Building</b>	625,005	783,328	785,282	817,650
<b>Police</b>	5,135,626	5,487,572	5,297,897	5,664,332
<b>Fire</b>	4,999,604	5,434,388	5,505,302	5,414,794
<b>Parks &amp; Public Works</b>	1,444,759	1,681,323	1,506,071	1,708,837
<b>Recreation</b>	1,181,275	1,301,002	1,290,118	1,239,178
<b>Library</b>	920,825	1,059,887	1,057,882	1,090,970
<b>Old Mill</b>	4,263	-	-	-
	<u>15,354,855</u>	<u>16,891,189</u>	<u>16,583,065</u>	<u>16,966,415</u>

# Capitalized Equipment



HdL Business License System Upgrade	15,000
911 CAD Upgrade (PSAP Revenue)	25,000
CJIS Required Software	5,115
IA Pro Software	6,000
Police Software Analytics	5,500
Pole Camera	28,000
Police Radio System	307,500
3 Black and White Patrol SUVs w/equip	135,000
Police Mobile Command Center for one Vehicle	5,500
Self Contained Breathing Apparatus	35,000
Defibrillator/Heart Monitor	40,000
Generator (Shared Emergency Services & Street)	112,000
Street Department Boom Truck (Trade In \$140,000)	27,000
Traffic Cabinets	60,000
Park Dump Truck	67,000
Park Gator Utility Truck	9,500
Recreation Server Hardware Upgrade	29,335
RFID Checkout System	<u>35,000</u>
	947,450

# Administration

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested	Budget Change
<b>Personnel</b>	1,043,498	1,143,689	1,065,351	1,030,654	-9.9%
<b>Services &amp; Supplies</b>	1,102,823	1,237,507	1,275,236	1,090,652	-11.9%
<b>Capital Outlay</b>	-	-	-	5,000	
<b>Debt Service</b>	-	800	800	<u>800</u>	<u>0.0%</u>
<b>Total Expenditures</b>	2,146,322	2,381,996	2,341,387	2,127,106	

## Notes

### •Personnel

- Assistant CM becomes Community Services Director (1/3 Admin, 1/3 Rec, 1/3 Library)
- Upgrade one PT intern to FT Analyst/Assistant To CM – Total Cost Increase of \$24,281

### •Capital Outlay

- Disability Upgrades - \$5,000

# Planning & Building

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested	Budget Change
<b>Personnel</b>	625,005	783,328	785,282	817,650	4.4%
<b>Services &amp; Supplies</b>	373,568	346,871	290,623	356,666	2.8%
<b>Capital Outlay</b>	-	-	-	-	<u>0.0%</u>
<b>Total Uses</b>	998,573	1,130,199	1,075,905	1,174,316	

## Notes

- GIS Upgrade \$13,000
- Revise General Plan/Circulation Element \$30,000 from fees collected for General Plan Maintenance
- Computer replacement for Planning and Building - \$1,500

# Police

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested	Budget Change
<b>Personnel</b>	5,135,626	5,487,572	5,367,897	5,664,332	3.5%
<b>Services &amp; Supplies</b>	812,834	850,195	816,419	820,245	-2.7%
<b>Capital Outlay</b>	-	-	-	65,000	0.0%
<b>Total Uses</b>	5,948,459	6,337,767	6,184,316	6,549,577	

## Note

### •Personnel

- Upgrade Lieutenants to Commanders – No additional costs in year one
- Upgrade Civilian Supervisor to Manager - \$8,692
- Upgrade PT Records Clerk to FT Records Clerk - \$53,868

### •Services and Supplies

- Tablet/Printer for Watch Commander Vehicle -\$1,800

### •Capital Expenditures

- Police Facility/Jail Conversion -\$45,000
- Upgrade/Remodel Police Facility - \$15,000
- Bathroom Repair/Upgrades - \$5,000

# Fire

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested	Budget Change
<b>Personnel</b>	4,999,604	5,434,388	5,505,302	5,414,794	-0.4%
<b>Services &amp; Supplies</b>	570,720	605,329	632,231	669,976	10.7%
<b>Capital Outlay</b>	-	71,000	71,347	-	<u>-100.0%</u>
<b>Total Uses</b>	5,570,324	6,110,717	6,208,880	6,084,770	

## Notes

### •Personnel

- Eliminate 13<sup>th</sup> FF/PM +\$130,000
- Reduce budgeted overtime to \$183,000

### •Services and Supplies

- Deployment Study -\$20,000
- 2 Thermal Imaging Cameras -\$8,720
- Fire Investigation Equipment -\$3,800
- Computer Equipment -\$4,400
- Fire Hose and Equipment -\$6,000

# Emergency Services

	2014-15	2015-16	2015-16	2016-17	Budget
	Actual	Budget	Estimated	Requested	Change
<b>Personnel</b>	-	-	-	-	-
<b>Services &amp; Supplies</b>	41,698	43,580	45,388	58,680	34.6%
<b>Capital Outlay</b>	-	29,000	16,000	-	<u>0.0%</u>
<b>Total Uses</b>	41,698	72,580	61,388	58,680	

## Notes

### •Services and Supplies

- Contract Emergency Services Analyst - \$10,000
- Emergency Services Radios - \$9,000

# Public Works

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested	Budget Change
Personnel	1,444,759	1,681,323	1,510,172	1,708,837	1.6%
Services & Supplies	1,450,229	2,048,412	2,115,539	1,647,218	-20.0%
Capital Outlay	4,526,281	8,056,741	7,682,081	1,824,849	-77.4%
<b>Total Uses</b>	<b>7,421,269</b>	<b>11,786,476</b>	<b>11,307,792</b>	<b>5,180,904</b>	

## •Services and Supplies

- PW Computer Upgrades - \$5,000
- Parks - chain saws and hedge trimmers -\$1,400
- Grounds – chain saws -\$2,100
- GIS Street Maintenance
- Signal Shield Maintenance-\$40,000
- Mission Debris Basin Cleaning -\$50,000

## •Capital Expenditures

- Street light conversion -\$500,000
- Street work pursuant to PMP -\$500,000
- Sidewalk -\$0 (\$150,000 carryover)
- Traffic signal cabinets - \$60,000
- Los Robles/Mission Signal Upgrade -\$9,000
- Gas Tank Upgrades-\$25,000
- Park Office Sewer Line Replacement-\$8,500
- Landscape New Park Restroom Area - \$5,000

\$642,349 of restricted funds will also go toward street work as well as \$3,255,000 of street work being carried over. Making total for next FY \$4,397,349

# Recreation

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested	Budget Change
<b>Personnel</b>	1,181,275	1,301,002	1,290,118	1,239,178	-4.8%
<b>Services &amp; Supplies</b>	902,756	930,603	928,159	979,602	5.3%
<b>Capital Outlay</b>	<u>25,143</u>	<u>100,000</u>	<u>60,000</u>	<u>-</u>	
<b>Total Uses</b>	2,109,173	2,331,605	2,278,277	2,218,780	

## Notes

### •Personnel

•Staffing modification to reduce 100% Director to 33% Community Services Director and Increase Analyst from 25% to 100% – These changes represent a total cost decrease of \$66,419

•Part time employee decreases totaling 0.31 FTEs

### •Services and Supplies

•Computer replacement -\$1,500

### •Capital Expenditures

•\$29,235 for upgrades to Recreation Computer Server

# Library

	2014-15	2015-16	2015-16	2016-17	
	Actual	Budget	Estimated	Requested	
<b>Personnel</b>	920,825	1,059,887	1,057,882	1,090,970	2.9%
<b>Services &amp; Supplies</b>	507,901	548,275	534,711	558,806	1.9%
<b>Capital Outlay</b>	6,402	15,000	15,256	-	-100.0%
<b>Total Uses</b>	1,435,129	1,623,162	1,607,849	1,649,776	

## Personnel

- Decrease Director From 100% to 33% and Increase Analyst from 25% to 75% - These changes represent a total cost decrease of \$8,174

## Services and Supplies

- Chairs (\$3,000)
- Copier (\$3,600)
- Copier (\$600)
- Lobby Matts (\$1,000)
- Passport Picture Printer (\$1,500)
- Barth Room Tables (\$8,000)
- Security Cameras (\$2,500)
- Poster Display (\$3,000)– Donation funded
- Replace Chairs (\$1,500)– Donation funded
- Staff Computers (\$11,000)– Donation funded
- Crain Art Gallery (\$1,500)– Donation funded

Fund	07/01/16		Projected Transfers In	Projected Transfers Out	Requested Expenditures	Estimated 6/30/2017		Estimated Increase/(Decrease) in Fund Balance
	Estimated Fund Balance	Estimated Revenues				Estimated Fund Balance Reserved	Estimated Fund Balance Unreserved	
<b>Unrestricted Funds:</b>								
101	General Fund	16,695,152	21,379,181	74,000	9,299,059	9,625,450	19,223,824	2,528,671
102	Payroll Fund	0	-	-	-	-	0	-
103	Public Safety Fund	(0)	4,388,582	6,803,187	-	11,171,360	20,409	20,409
104	Fourth of July Event Fund	(0)	57,177	32,748	-	89,925	(0)	(0)
105	San Marino Center Fund	0	24,200	66,269	-	90,469	0	-
281	Restricted Donations to City Fund	312,200	202,705	-	74,000	112,497	328,408	16,208
394	Capital Projects Fund	-	-	1,187,500	-	1,284,500	(97,000)	(97,000)
401	Debt Service Fund	-	-	761,362	-	761,362	-	-
500	Windstorm Fund	(0)	-	-	-	-	(0)	-
591	Capitalized Equipment Fund	528,717	408,600	39,633	-	887,450	89,500	(439,217)
595	Workers' Compensation Fund	-	-	28,360	-	543,746	(515,386)	(515,386)
596	General Liability Fund	-	-	380,000	-	380,000	-	-
	<b>All Unrestricted Funds</b>	<b>17,536,069</b>	<b>26,460,445</b>	<b>9,373,059</b>	<b>9,373,059</b>	<b>24,946,760</b>	<b>19,049,754</b>	<b>1,513,685</b>
<b>Restricted Funds:</b>								
202	Gas Tax Fund	498,419	268,200	-	-	524,654	241,965	(256,454)
204	CDBG Fund	216	37,708	-	-	37,708	216	-
206	County Park Prop. A Fund	75	63,619	-	-	55,955	7,739	7,664
207	Prop. A Transit Fund	383,841	246,175	-	-	239,688	390,328	6,487
209	Water Use Fines	21,050	25,050	-	-	3,000	-	-
212	Air Quality Fund	33,526	15,015	-	-	-	48,541	15,015
213	STPL Fund	16,367	-	-	-	16,367	-	(16,367)
214	TDA Fund	3,314	3,314	-	-	3,314	3,314	-
215	Prop. C Transit Fund	73,511	200,100	-	-	73,511	200,100	126,589
216	PEG Fees	116,925	30,140	-	-	-	147,065	30,140
217	Asset Seizure Fund	28,403	550	-	-	1,800	27,153	(1,250)
220	Granada Ave. Assessment II Fund	-	-	-	-	-	-	-
221	Used Oil Grant	(6,354)	5,000	-	-	5,000	(6,354)	-
224	Assistance to Firefighters Grant Fund	8,126	-	-	-	-	8,126	-
226	CA Recycling Grant Fund	333,788	5,020	-	-	13,000	325,808	(7,980)
233	COPS Fund	94,618	100,060	-	-	90,000	104,678	10,060
236	Windstorm Tree Grant Fund	-	-	-	-	-	-	-
238	County Park Grant Fund	-	-	-	-	-	-	-
240	Homeland Security Grant Fund	-	-	-	-	-	-	-
241	Safe Routes to School Fund	-	65,242	-	-	-	65,242	65,242
243	LA County Measure R Fund	24,503	153,240	-	-	24,503	153,240	128,737
244	Prop. 1B Street Funds	-	-	-	-	-	-	-
247	SCAG Grant Fund	-	-	-	-	-	-	-
	<b>All Restricted Funds</b>	<b>1,630,328</b>	<b>1,218,433</b>	<b>-</b>	<b>-</b>	<b>1,088,500</b>	<b>1,717,161</b>	<b>107,883</b>
	<b>All Funds</b>	<b>19,166,397</b>	<b>27,678,878</b>	<b>9,373,059</b>	<b>9,373,059</b>	<b>26,035,260</b>	<b>20,766,915</b>	<b>1,621,568</b>

**Expenditures by Type:**

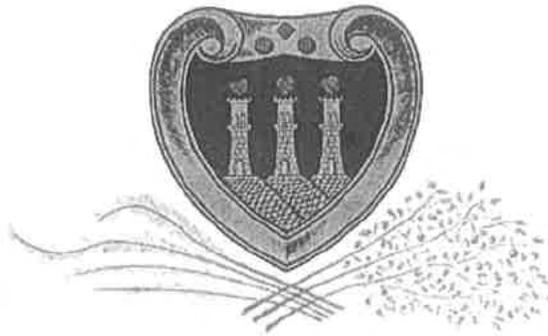
	<b>2014-15 Actual</b>	<b>2015-16 Budget</b>	<b>2015-16 Estimated</b>	<b>2016-17 Requested</b>	<b>Budget to Budget</b>
Personnel	15,354,855	16,891,189	16,583,065	16,966,415	0.45%
Services & Supplies	5,824,353	6,716,122	6,716,656	6,253,745	-6.89%
Capital Outlay	4,566,530	8,790,220	8,364,103	2,814,299	-67.98%
Debt Service	<u>-</u>	<u>800</u>	<u>800</u>	<u>800</u>	<u>0.00%</u>
	25,745,739	32,398,331	31,664,624	26,035,260	-19.64%

**Expenditures by Department:**

Capitalized Equipment	8,705	398,479	399,419	887,450	122.71%
City Council	9,902	11,850	14,850	16,900	42.62%
Administration	2,146,322	2,381,996	2,341,387	2,127,106	-10.70%
SMTV	-	30,000	-	-	-100.00%
Planning & Building	998,573	1,130,199	1,075,905	1,174,316	3.90%
Police	5,948,459	6,337,767	6,184,316	6,549,577	3.34%
Fire	5,570,324	6,110,717	6,208,880	6,084,770	-0.42%
Emergency Services	41,698	72,580	61,388	58,680	-19.15%
Parks & Public Works	7,421,269	11,786,476	11,307,792	5,180,904	-56.05%
Recreation	2,109,173	2,331,605	2,278,277	2,218,780	-4.84%
Library	1,435,129	1,623,162	1,607,849	1,649,776	1.64%
Old Mill	<u>56,185</u>	<u>183,500</u>	<u>184,562</u>	<u>87,000</u>	<u>-52.59%</u>
	25,745,739	32,398,331	31,664,624	26,035,260	-19.64%



# Budget Continuation



City of San Marino

# DRAFT

## #2

**Fiscal Year 2016-17 Proposed Budget**

## 2015-16 Fund Balance Summary

Fund		07/01/15	Estimated Revenues	Projected Transfers In	Projected Transfers Out	Estimated Expenditures/ Carryovers	Estimated 6/30/2016 Fund Balance		Estimated Increase/(Decrease) in Fund Balance
		Audited Fund Balance					Reserved	Unreserved	
<b>Unrestricted Funds:</b>									
101	General Fund	20,842,825	20,459,886	446,645	15,143,498	9,910,705		16,695,152	(4,147,673)
102	Payroll Fund	(912,714)	-	912,714	-	-		0	912,714
103	Public Safety Fund	155,877	4,411,676	6,210,853		10,778,406		(0)	(155,877)
104	Fourth of July Event Fund	(4,400)	57,000	29,417		82,018		(0)	4,400
105	San Marino Center Fund	(7,084)	22,000	75,798		90,714		0	7,084
281	Restricted Donations to City Fund	244,952	407,615		74,000	266,367		312,200	67,248
394	Capital Projects Fund	(117,798)	-	6,191,268		6,073,470		-	117,798
401	Debt Service Fund	51	-	736,486		736,537		-	(51)
500	Windstorm Fund	263,035	85,657	-	348,692	-		(0)	(263,035)
591	Capitalized Equipment Fund	499,922	408,600			379,805	-	528,717	28,795
595	Workers' Compensation Fund	99,203	-	604,851		704,054		-	(99,203)
596	General Liability Fund	-	-	381,964		381,964		-	-
<b>All Unrestricted Funds</b>		<b>21,063,869</b>	<b>25,852,433</b>	<b>15,589,996</b>	<b>15,566,190</b>	<b>29,404,039</b>	<b>-</b>	<b>17,536,069</b>	<b>(3,527,800)</b>
<b>Restricted Funds:</b>									
202	Gas Tax Fund	269,944	267,593			39,118		498,419	228,475
204	CDBG Fund	216	129,235			129,235		216	-
206	County Park Prop. A Fund	75	60,789			60,789		75	-
207	Prop. A Transit Fund	391,911	300,199			308,269		383,841	(8,070)
209	Drought Fund	-	24,050			3,000		21,050	21,050
212	Air Quality Fund	18,511	15,015			-		33,526	15,015
213	STPL Fund	16,360	7			-		16,367	7
214	TDA Fund	3,314	-			-		3,314	-
215	Prop. C Transit Fund	34,691	1,083,820			1,045,000		73,511	38,820
216	PEG Fees	86,785	30,140			-		116,925	30,140
217	Asset Seizure Fund	66,137	1,080			38,814		28,403	(37,734)
220	Granada Ave. Assessment II Fund	21,734	2,200		23,934	-		-	(21,734)
221	Used Oil Grant	(30,524)	36,000			11,830		(6,354)	24,170
224	Assistance to Firefighters Grant Fund	8,126	-			-		8,126	-
226	CA Recycling Grant Fund	13,488	320,300			-		333,788	320,300
233	COPS Fund	81,869	100,060			87,311		94,618	12,749
236	Windstorm Tree Grant	7	-		7	-		-	(7)
238	County Park Grant Old Mill		100,000			100,000			
239	County Parks & Rec Grant		2,500			2,500			
240	Homeland Security Grant Fund	1,268	(1,256)		12	-		-	(1,268)
241	Safe Routes to School Fund	(119,613)	127,165	147		7,699		-	119,613
243	LA County Measure R Fund	114,068	187,455			277,020		24,503	(89,565)
244	Prop. 1B Street Funds	-	-			-		-	-
247	SCAG Grant		150,000			150,000			
<b>All Restricted Funds</b>		<b>978,367</b>	<b>2,936,352</b>	<b>147</b>	<b>23,953</b>	<b>2,260,585</b>	<b>-</b>	<b>1,630,328</b>	<b>651,961</b>
<b>All Funds</b>		<b>22,042,236</b>	<b>28,788,785</b>	<b>15,590,143</b>	<b>15,590,143</b>	<b>31,664,624</b>	<b>-</b>	<b>19,166,397</b>	<b>(2,875,839)</b>

## 2016-17 Fund Balance Summary

Fund		07/01/16	Estimated Revenues	Projected Transfers In	Projected Transfers Out	Requested Expenditures	Estimated 6/30/2017 Fund Balance		Estimated Increase/(Decrease) in Fund Balance
		Estimated Fund Balance					Reserved	Unreserved	
<b>Unrestricted Funds:</b>									
101	General Fund	16,695,152	21,379,181	74,000	9,299,059	9,625,450	19,223,824		2,528,671
102	Payroll Fund	0	-	-	-	-	0		-
103	Public Safety Fund	(0)	4,388,582	6,803,187	-	11,171,360	20,409		20,409
104	Fourth of July Event Fund	(0)	57,177	32,748	-	89,925	(0)		(0)
105	San Marino Center Fund	0	24,200	66,269	-	90,469	0		-
281	Restricted Donations to City Fund	312,200	202,705	-	74,000	112,497	328,408		16,208
394	Capital Projects Fund	-	-	1,187,500	-	1,284,500	(97,000)		(97,000)
401	Debt Service Fund	-	-	761,362	-	761,362	-		-
500	Windstorm Fund	(0)	-	-	-	-	(0)		-
591	Capitalized Equipment Fund	528,717	408,600	39,633	-	887,450	89,500		(439,217)
595	Workers' Compensation Fund	-	-	28,360	-	543,746	(515,386)		(515,386)
596	General Liability Fund	-	-	380,000	-	380,000	-		-
<b>All Unrestricted Funds</b>		<b>17,536,069</b>	<b>26,460,445</b>	<b>9,373,059</b>	<b>9,373,059</b>	<b>24,946,760</b>	-	<b>19,049,754</b>	<b>1,513,685</b>
							19,049,754		
<b>Restricted Funds:</b>									
202	Gas Tax Fund	498,419	268,200	-	-	524,654	241,965		(256,454)
204	CDBG Fund	216	37,708	-	-	37,708	216		-
206	County Park Prop. A Fund	75	63,619	-	-	55,955	7,739		7,664
207	Prop. A Transit Fund	383,841	246,175	-	-	239,688	390,328		6,487
209	Water Use Fines	21,050	25,050	-	-	3,000	-		-
212	Air Quality Fund	33,526	15,015	-	-	-	48,541		15,015
213	STPL Fund	16,367	-	-	-	16,367	-		(16,367)
214	TDA Fund	3,314	3,314	-	-	3,314	3,314		-
215	Prop. C Transit Fund	73,511	200,100	-	-	73,511	200,100		126,589
216	PEG Fees	116,925	30,140	-	-	-	147,065		30,140
217	Asset Seizure Fund	28,403	550	-	-	1,800	27,153		(1,250)
220	Granada Ave. Assessment II Fund	-	-	-	-	-	-		-
221	Used Oil Grant	(6,354)	5,000	-	-	5,000	(6,354)		-
224	Assistance to Firefighters Grant Fund	8,126	-	-	-	-	8,126		-
226	CA Recycling Grant Fund	333,788	5,020	-	-	13,000	325,808		(7,980)
233	COPS Fund	94,618	100,060	-	-	90,000	104,678		10,060
236	Windstorm Tree Grant Fund	-	-	-	-	-	-		-
238	County Park Grant Fund	-	-	-	-	-	-		-
240	Homeland Security Grant Fund	-	-	-	-	-	-		-
241	Safe Routes to School Fund	-	65,242	-	-	-	65,242		65,242
243	LA County Measure R Fund	24,503	153,240	-	-	24,503	153,240		128,737
244	Prop. 1B Street Funds	-	-	-	-	-	-		-
247	SCAG Grant Fund	-	-	-	-	-	-		-
<b>All Restricted Funds</b>		<b>1,630,328</b>	<b>1,218,433</b>	<b>-</b>	<b>-</b>	<b>1,088,500</b>	-	<b>1,717,161</b>	<b>107,883</b>
<b>All Funds</b>		<b>19,166,397</b>	<b>27,678,878</b>	<b>9,373,059</b>	<b>9,373,059</b>	<b>26,035,260</b>	-	<b>20,766,915</b>	<b>1,621,568</b>
							20,766,915		

# Revenue Summaries

## Unrestricted Fund Revenue

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Proposed
101	General Fund	20,739,525	20,550,454	20,545,542	21,379,181
103	Public Safety Fund	4,650,471	4,621,900	4,411,676	4,388,582
104	Fourth of July Event Fund	57,412	73,000	57,000	57,177
105	San Marino Center Fund	15,569	22,000	22,000	24,200
281	Restricted Donations to City Fund	106,241	309,940	407,615	202,705
591	Capitalized Equipment Fund	389,778	408,600	408,600	408,600
	<b>All Unrestricted Funds</b>	<b>25,958,995</b>	<b>25,985,894</b>	<b>25,852,433</b>	<b>26,460,445</b>

Taxes	19,788,060
Licenses & Permits	635,500
Charges for Service	3,384,250
Intergovernmental	1,451,680
Fines & Forfeitures	195,600
Use of Money & Property	260,800
Miscellaneous Revenue	133,250
Cost Allocation	408,600
Donations	202,705
	<u>26,460,445</u>

# Revenues

Account Number	Description	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Proposed
<b>Unrestricted Funds:</b>					
<b>General Fund</b>					
<b>Taxes:</b>					
101-00-3001-0000	Secured & Unsecured Property Tax	12,464,784	12,875,000	13,005,796	13,526,028
101-00-3030-0000	Sales & Use Taxes	329,624	270,000	262,191	300,000
101-00-3032-0000	In-Lieu Sales Tax	125,071	125,071	28,000	28,000
101-00-3040-0000	Franchise Taxes	596,534	570,000	580,093	575,000
101-00-3042-0000	Real Property Transfer Taxes	227,474	203,700	186,712	230,000
101-00-3044-0777	Utility Users Taxes - Cingular	93,335	96,778	81,029	80,000
101-00-3044-1650	Utility Users Taxes - Edison	667,076	699,219	642,755	670,000
101-00-3044-4510	Utility Users Taxes - Metro Wa	357,665	407,566	246,707	230,000
101-00-3044-4620	Utility Users Taxes - Miscella	74,489	83,000	77,008	80,000
101-00-3044-7260	Utility Users Taxes - AT&T	129,081	124,854	131,029	130,000
101-00-3044-8470	Utility Users Taxes - So. Cal.	156,483	97,670	150,000	153,000
101-00-3044-9022	Utility Users Taxes - T-Mobile	39,332	36,870	41,789	42,000
101-00-3044-9240	Utility Users Taxes - Time War	136,985	127,670	142,607	147,000
101-00-3044-9355	Utility Users Taxes - Verizon	56,828	52,536	47,655	48,000
101-00-3046-0000	Business License Tax	484,672	485,000	430,000	440,000
		15,939,435	16,254,934	16,053,371	16,679,028
<b>Licenses &amp; Permits:</b>					
101-00-3103-0000	Bicycle Licenses	420	500	500	500
101-00-3153-0000	Film Permits	23,773	20,000	20,000	22,000
101-14-3106-0000	Tree Permits	33,185	35,000	35,630	35,000
101-14-3151-0000	Building Permits	522,896	420,000	475,000	498,000
101-48-3152-0000	Street & Curb Permit Fees	60,729	62,000	80,000	80,000
		641,003	537,500	611,130	635,500
<b>Charges for Services:</b>					
101-00-3304-0000	Environmental Fees	133,828	132,500	136,251	136,251
101-00-3321-0000	Check Reissuance Fee	195	185	140	150
101-07-3346-0000	Sales of Maps & Pub.s - Admin	673	500	500	500
101-14-3150-0000	Bldg. Dept. Education Fee	4,363	12,600	6,000	7,500
101-14-3306-0000	General Plan Fee	21,121	80,000	20,000	20,600
101-14-3308-0000	Plan Check Fees	251,908	315,000	261,000	260,000
101-14-3312-0000	Zoning Fees	202,772	210,000	125,000	150,000
101-14-3346-0000	Sales of Maps & Pub.s-P&B	283	400	500	500
101-60-3340-0000	Nonresident Fees-Recreation	13,317	9,500	9,500	9,500
101-60-3342-0000	Class Refund Fee	-	-	-	-
101-62-3336-0000	Aquatics Program Fees	154,297	160,000	160,000	201,776
101-64-3336-0000	Contract Class Program Fees	337,346	380,000	380,000	340,800
101-64-3336-0001	Bridge Program Fees	-	-	-	20,810
101-64-3336-0002	Jr. Titans Fees	-	-	-	18,870
101-66-3336-0000	Special Events Program Fees	-	-	-	-
101-66-3336-0001	Easter Program Fees	5,508	6,800	2,800	2,800
101-66-3336-0002	Track Meet Program Fees	2,646	2,500	2,500	2,500
101-66-3336-0003	Snow Day Program Fees	13,004	16,000	11,700	12,725
101-68-3336-0000	Senior Program Fees	26,226	25,000	25,000	27,560
101-70-3336-0000	Daycare Program Fees	157,413	160,000	160,000	210,820
101-72-3336-0000	Daycamp Program Fees	164,064	161,398	161,398	186,260
101-74-3336-0000	Preschool Program Fees	403,607	420,049	426,049	582,951

# Revenues

Account Number	Description	2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Proposed
101-90-3344-0000	Library Fees	66	-	-	-
101-90-3344-6055	Passport Fees	70,506	30,000	90,000	90,000
101-90-3346-0000	Library Copies	6,713	8,000	6,500	6,500
101-91-3344-3963	Lost Materials Fees	3,552	3,000	3,000	3,000
101-91-3502-1496	DVD Rentals	4,444	5,000	4,500	4,500
101-93-3344-1200	Damaged Materials Fees	804	250	800	800
101-94-3344-0000	Overdue Materials Fees	19,336	15,000	19,000	19,000
101-94-3344-3000	Hold Fees	1,040	1,000	1,100	1,100
101-94-3344-7037	Replacement Library Card Fees	761	700	750	750
		<u>1,999,791</u>	<u>2,155,382</u>	<u>2,013,988</u>	<u>2,318,523</u>
<b>Intergovernmental:</b>					
101-00-3202-4075	Mandated Cost Reimbursements	120,942	-	35,629	-
101-00-3202-9350	State Vehicle License Fees	5,603	5,000	5,000	5,000
101-00-3204-0000	VLF Swap	1,310,990	1,311,000	1,400,000	1,400,000
101-90-3202-0000	Cenic Rebates	-	8,638	6,318	9,180
		<u>1,437,535</u>	<u>1,324,638</u>	<u>1,446,947</u>	<u>1,414,180</u>
<b>Fines &amp; Forfeitures:</b>					
101-00-3410-0000	Fines & Fees	125	100	100	100
101-14-3410-0000	Business License NOVs	-	-	30,000	30,000
101-14-3410-9245	Tree Fines	44,800	15,000	15,000	15,000
		<u>44,925</u>	<u>15,100</u>	<u>45,100</u>	<u>45,100</u>
<b>Use of Money &amp; Property:</b>					
101-00-3501-0000	Interest	130,329	100,000	132,000	134,000
101-00-3550-0000	Sale of Property	26,600	20,000	20,000	20,000
101-40-3502-0000	Rental Fees-Public Works	7,210	5,000	5,000	5,000
101-50-3502-0000	Rents & Concessions-Park	62,682	50,000	45,000	50,000
101-60-3502-0000	Rents & Concessions-Rec	16,845	22,300	16,600	16,600
101-90-3502-0000	Library Rental Fees	10,140	8,500	11,000	11,000
101-95-3502-0000	Rental Fees-Old Mill	8,656	-	-	-
		<u>262,461</u>	<u>205,800</u>	<u>229,600</u>	<u>236,600</u>
<b>Miscellaneous Revenue:</b>					
101-00-3701-0000	Miscellaneous Revenue	13,269	10,000	10,000	10,000
101-00-3702-0000	City Reimbursements	40,871	10,000	10,000	10,000
101-40-3348-0000	Damage to City Property Reimbs	19,675	20,000	20,000	20,000
101-48-3333-0000	Sales of Street Signs	1,040	500	250	250
101-00-3601-0000	Miscellaneous Donations Received	73,037	-	-	-
101-60-3701-0000	Miscellaneous Revenue-Rec	503	-	-	-
101-90-3701-0000	Miscellaneous Revenue-Library	2,946	1,600	4,500	5,000
101-95-3701-0000	Old Mill Reimbursements	-	15,000	15,000	5,000
		<u>151,340</u>	<u>57,100</u>	<u>59,750</u>	<u>50,250</u>
<b>General Fund Totals</b>		<u>20,476,490</u>	<u>20,550,454</u>	<u>20,459,886</u>	<u>21,379,181</u>
<b>Public Safety Fund</b>					
<b>Taxes:</b>					
103-00-3005-0000	Public Safety Property Taxes	2,949,672	2,910,600	2,910,600	2,984,032
103-00-3006-0000	Public Safety Augmentation Fd	134,922	120,000	120,000	125,000
		<u>3,084,594</u>	<u>3,030,600</u>	<u>3,030,600</u>	<u>3,109,032</u>
<b>Charges for Services:</b>					
103-30-3201-0000	Animal Control Services	280	10,000	10,000	11,500
103-30-3316-0000	Special Police Services	10,885	10,000	2,500	2,400

# Revenues

Account Number	Description	2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Proposed
103-30-3317-0000	Citation Sign off Fee	601	600	500	400
103-30-3318-0000	Clearance Letter Fees	715	500	400	400
103-30-3319-0000	Report Copies	250	200	756	750
103-30-3321-0000	Burglary Alarm Permits	16,131	18,000	11,500	11,500
103-30-3324-0000	Housewatch Fees	3,585	2,500	9,900	10,000
103-30-3325-0000	Vehicle Impound Release Fees	18,569	15,000	13,608	12,500
103-30-3331-3550	Live Scan Fees	1,805	1,500	6,000	7,000
103-30-3331-9241	Tow Fees	24,292	22,000	12,000	8,000
103-34-3315-0000	Shared Fire Command Revenue	691,084	600,000	506,000	500,000
103-34-3316-0000	Outside Services	-	5,000	6,100	6,100
103-34-3330-0000	Fire Fees	86,743	70,000	35,000	9,000
103-34-3332-0000	Paramedic Service Fees	434,288	420,000	425,000	429,000
		<u>1,289,227</u>	<u>1,175,300</u>	<u>1,039,264</u>	<u>1,008,550</u>
<b>Intergovernmental:</b>					
103-30-3202-6600	POST Reimbursement	13,336	15,000	7,882	12,500
103-34-3202-2725	GEMT Reimbursement	4,636	50,000	29,412	25,000
		<u>17,972</u>	<u>65,000</u>	<u>37,294</u>	<u>37,500</u>
<b>Fines &amp; Fees:</b>					
103-30-3320-0000	Burglary Alarm Fines	700	1,000	-	500
103-30-3400-0000	Parking Citations	90,766	120,000	65,000	70,000
103-30-3401-0000	Vehicle Code Fines	104,491	125,000	59,000	80,000
103-30-3410-0440	Business License NOVs	28,316	30,000	-	-
		<u>224,274</u>	<u>276,000</u>	<u>124,000</u>	<u>150,500</u>
<b>Miscellaneous Revenue:</b>					
103-30-3701-0000	Police Misc. Revenue	1,085	-	5	-
103-30-3702-0000	Police Reimbursements	3,610	-	11,814	8,000
103-34-3328-0000	Strike Team Reimbursements	29,710	75,000	168,699	75,000
		<u>34,405</u>	<u>75,000</u>	<u>180,518</u>	<u>83,000</u>
	<b>Public Safety Fund Totals</b>	<u>4,650,471</u>	<u>4,621,900</u>	<u>4,411,676</u>	<u>4,388,582</u>
		-	-	-	-
<b>Fourth of July Fund</b>					
104-00-3336-0000	Admission Fees	57,412	73,000	57,000	57,177
		<u>57,412</u>	<u>73,000</u>	<u>57,000</u>	<u>57,177</u>
<b>San Marino Center Fund</b>					
105-82-3502-0000	Rents & Concessions	15,569	22,000	22,000	24,200
		<u>15,569</u>	<u>22,000</u>	<u>22,000</u>	<u>24,200</u>
<b>Donations Fund</b>					
281-00-3501-0000	Interest Income	184	-	-	-
281-00-3601-0000	General Donations Received	-	74,000	74,000	74,000
281-00-3601-3418	Donations Received-War Memoria	300	-	-	-
281-20-3708-2013	Centennial Fountain Bricks	200	-	-	-
281-30-3601-0000	Police Donations Received	1,400	-	3,000	1,000
281-34-3601-0000	Fire Donations Received	4,100	4,500	4,500	4,500
281-50-3601-0000	Lacy Park Donations Received	11,900	-	115,000	-
281-50-3601-7150	Rose Arbor Donation Received	-	117,940	117,940	-
281-52-3601-5880	City Club Parklet Donations Rec'd.	1,596	-	-	-
281-60-3601-0000	Recreation Donations Received	600	-	-	-
281-66-3601-0000	Memorial Day Donations	2,000	500	500	500
281-66-3601-0002	Track Meet Donations	-	2,000	2,000	2,000
281-66-3601-2570	4th of July Donations	1	-	1,357	1,360

## Revenues

Account Number	Description	2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Proposed
281-74-3333-0000	Preschool Fundraiser	1,954	1,500	1,780	1,800
281-90-3601-0000	Library Donations Received	50	35,000	15,000	35,000
281-90-3601-1120	Donations-Crain Art Gallery	2,100	1,000	1,000	1,000
281-90-3601-9506	Library Wish List Donations	4,075	12,000	8,000	10,000
281-91-3601-0000	Adult Materials Donations-Othe	13,198	3,000	3,038	3,000
281-91-3601-0776	Adult Chinese Language Materia	2,000	2,000	2,000	2,000
281-91-3601-2575	Adult Materials Donations-Frie	14,000	14,500	16,500	21,545
281-92-3601-0000	Children's Mats. Donations	10,532	6,500	6,500	6,500
281-92-3601-2575	Children's Mats. Donations-Fri	36,050	35,500	35,500	38,500
		<u>106,241</u>	<u>309,940</u>	<u>407,615</u>	<u>202,705</u>
<b>Windstorm Fund:</b>					
500-00-3702-0000	Reimbursements	263,035	-	85,657	-
<b>Capitalized Equipment Fund</b>					
591-00-3850-0000	Equipment Cost Allocation	389,778	408,600	408,600	408,600
<b>Unrestricted Fund Totals</b>		<u>25,958,995</u>	<u>25,985,894</u>	<u>25,852,433</u>	<u>26,460,445</u>
<b>Restricted Funds:</b>					
202-00-3501-0000	Interest Income	1,218	1,300	200	200
202-48-3038-7590	Gas Taxes Section 2105	74,061	66,000	68,655	69,000
202-48-3038-7700	Gas Taxes Section 2106	48,193	56,000	42,513	43,000
202-48-3038-7810	Gas Taxes Section 2107	94,785	81,000	91,198	91,000
202-48-3038-7920	Gas Taxes Section 2107.5	3,000	3,000	3,000	3,000
202-48-3038-7930	RTAC 7360 Transit Funds	126,574	143,000	62,027	62,000
		<u>347,831</u>	<u>350,300</u>	<u>267,593</u>	<u>268,200</u>
204-00-3501-0000	Interest Income	9	-	-	-
204-00-3201-0650	Federal CDBG	32,966	138,489	129,235	37,708
		<u>32,975</u>	<u>138,489</u>	<u>129,235</u>	<u>37,708</u>
206-00-3203-3420	Local - LA Co. Pk. Bond	40,814	63,619	60,789	63,619
207-00-3032-0000	Prop. A Transit Taxes	234,259	235,000	299,799	245,775
207-00-3501-0000	Interest Income	1,127	1,200	400	400
		<u>235,386</u>	<u>236,200</u>	<u>300,199</u>	<u>246,175</u>
209-00-3410-0000	Water Use Fines	-	-	24,000	25,000
209-00-3501-0000	Interest Income	-	-	50	50
		<u>-</u>	<u>-</u>	<u>24,050</u>	<u>25,050</u>
212-00-3203-0080	AQMD Grant	16,476	15,000	15,000	15,000
212-00-3501-0000	Interest	39	15	15	15
		<u>16,515</u>	<u>15,015</u>	<u>15,015</u>	<u>15,015</u>
213-00-3202-8950	MTA-STPL	-	-	-	-
213-00-3501-0000	Interest Income	28	-	7	-
		<u>28</u>	<u>-</u>	<u>7</u>	<u>-</u>

## Revenues

Account Number	Description	2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Proposed
214-00-3036-0000	TDA Article 3 Taxes	4,921	11,000	-	3,314
214-00-3501-0000	Interest Income	33	30	-	-
		<u>4,954</u>	<u>11,030</u>	<u>-</u>	<u>3,314</u>
215-00-3034-0000	Prop. C Transit Taxes	194,546	1,031,000	1,083,680	200,000
215-00-3501-0000	Interest Income	35	240	140	100
		<u>194,582</u>	<u>1,031,240</u>	<u>1,083,820</u>	<u>200,100</u>
216-00-3045-0000	PEG Fees	28,423	30,000	30,000	30,000
216-00-3501-0000	Interest Income	189	-	140	140
		<u>28,611</u>	<u>30,000</u>	<u>30,140</u>	<u>30,140</u>
217-00-3501-0000	Interest Income	155	150	80	50
217-30-3410-0000	Asset Forfeitures	6,544	2,000	1,000	500
		<u>6,699</u>	<u>2,150</u>	<u>1,080</u>	<u>550</u>
220-00-3050-0000	Granada Avenue Assessment #2	2,501	2,200	2,200	-
221-00-3501-0000	Interest Income	4	-	-	-
221-14-3203-0000	Used Oil Grant	5,000	5,000	5,000	5,000
221-44-3202-0000	Used Oil Grant	-	-	31,000	-
		<u>5,004</u>	<u>5,000</u>	<u>36,000</u>	<u>5,000</u>
224-34-3202-0000	Assistance To FFs Grant	24	-	-	-
226-00-3202-2860	State Recycling Grant	5,000	5,000	5,000	5,000
226-48-3202-7155	Rubberized Asphalt Grant	-	315,280	315,280	-
226-00-3501-0000	Interest	41	30	20	20
		<u>5,041</u>	<u>320,310</u>	<u>320,300</u>	<u>5,020</u>
233-00-3501-0000	Interest	157	60	60	60
233-30-3202-0000	COPS Allocation	106,230	100,000	100,000	100,000
		<u>106,387</u>	<u>100,060</u>	<u>100,060</u>	<u>100,060</u>
236-50-3203-8357	Windstorm Tree Grant	12,647	-	-	-
238-00-3203-0000	County Park Grant	-	100,000	100,000	-
239-60-3203-0000	County Parks & Rec Grant	-	2,500	2,500	-
240-00-3202-0000	Homeland Security Grant	339,917	-	(1,268)	-
240-34-3202-0018	Homeland Security Grant	4,076	-	-	-
240-00-3501-0000	Interest Income	3	-	12	-
		<u>343,996</u>	<u>-</u>	<u>(1,256)</u>	<u>-</u>
241-00-3202-3542	Safe Routes to Schools Grant	145,059	65,242	127,160	65,242
241-00-3501-0000	Interest	-	-	5	-
		<u>145,059</u>	<u>65,242</u>	<u>127,165</u>	<u>65,242</u>
243-00-3501-0000	Interest Income	199	150	240	240
243-48-3203-4200	LA County Measure R	145,767	146,000	187,215	153,000
		<u>145,966</u>	<u>146,150</u>	<u>187,455</u>	<u>153,240</u>

## Revenues

Account Number	Description	2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Proposed
244-00-3501-0000	Prop. 1B Interest Income	4	-	-	-
247-48-3203-0000	SCAG Grant	-	150,000	150,000	-
<b>Restricted Fund Totals</b>		<u>1,675,025</u>	<u>2,769,505</u>	<u>2,936,352</u>	<u>1,218,433</u>
<b>All Fund Totals</b>		<u>27,634,020</u>	<u>28,755,399</u>	<u>28,788,785</u>	<u>27,678,878</u>

## Expenditure Summaries

### Expenditures by Type:

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested	Budget to Budget
Personnel	15,354,855	16,891,189	16,583,065	16,966,415	0.45%
Services & Supplies	5,824,353	6,716,122	6,716,656	6,253,745	-6.88%
Capital Outlay	4,566,530	8,790,220	8,364,103	2,814,299	-67.98%
Debt Service	-	800	800	800	0.00%
	<u>25,745,739</u>	<u>32,398,331</u>	<u>31,664,624</u>	<u>26,035,260</u>	<u>-19.64%</u>

### Personnel Costs:

Administration	1,043,498	1,143,689	1,065,351	1,030,654	-9.88%
Planning & Building	625,005	783,328	785,282	817,650	4.38%
Police	5,135,626	5,487,572	5,367,897	5,664,332	3.22%
Fire	4,999,604	5,434,388	5,505,302	5,414,794	-0.36%
Parks & Public Works	1,444,759	1,681,323	1,510,172	1,708,837	1.64%
Recreation	1,181,275	1,301,002	1,290,118	1,239,178	-4.75%
Library	920,825	1,059,887	1,057,882	1,090,970	2.93%
Old Mill	4,263	-	1,062	-	0.00%
	<u>15,354,855</u>	<u>16,891,189</u>	<u>16,583,065</u>	<u>16,966,415</u>	<u>0.45%</u>

### Expenditures by Department:

Capitalized Equipment	8,705	398,479	399,419	887,450	122.71%
City Council	9,902	11,850	14,850	16,900	42.62%
Administration	2,146,322	2,381,996	2,341,387	2,127,106	-10.70%
SMTV	-	30,000	-	-	-100.00%
Planning & Building	998,573	1,130,199	1,075,905	1,174,316	3.90%
Police	5,948,459	6,337,767	6,184,316	6,549,577	3.34%
Fire	5,570,324	6,110,717	6,208,880	6,084,770	-0.42%
Emergency Services	41,698	72,580	61,388	58,680	-19.15%
Parks & Public Works	7,421,269	11,786,476	11,307,792	5,180,904	-56.04%
Recreation	2,109,173	2,331,605	2,278,277	2,218,780	-4.84%
Library	1,435,129	1,623,162	1,607,849	1,649,776	1.64%
Old Mill	56,185	183,500	184,562	87,000	-52.59%
	<u>25,745,739</u>	<u>32,398,331</u>	<u>31,664,624</u>	<u>26,035,260</u>	<u>-19.64%</u>
	-	-	-	(0.00)	

### Staffing Full Time Equivalents:

Administration	5.50	6.21	5.89	6.58	0.37
Planning & Building	6.77	8.17	8.19	8.17	-
Police	33.78	36.88	32.43	37.40	0.52
Fire	20.90	22.40	21.40	21.40	(1.00)
Parks & Public Works	17.21	19.75	18.85	19.75	0.00
Recreation	22.64	21.49	19.89	21.88	0.39
Library	17.44	16.75	18.34	18.28	1.53
Old Mill	0.10	-	-	-	-
	<u>124.34</u>	<u>131.65</u>	<u>124.99</u>	<u>133.46</u>	<u>1.80</u>

## Expenditures by Fund

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Unrestricted Funds:					
101	General Fund	8,687,648	10,147,387	9,910,705	9,625,450
103	Public Safety Fund	10,013,169	11,007,661	10,778,406	11,171,360
104	Fourth of July Event Fund	86,180	83,099	82,018	89,925
105	San Marino Center Fund	67,450	76,231	90,714	90,469
281	Restricted Donations to City Fund	155,553	272,192	266,367	112,497
394	Capital Projects Fund	2,977,432	6,432,833	6,073,470	1,284,500
401	Debt Service Fund	702,913	736,537	736,537	761,362
591	Capitalized Equipment Fund	3,319	378,865	379,805	947,450
595	Workers' Compensation Fund	629,833	450,494	704,054	543,746
596	General Liability Fund	314,073	381,299	381,964	380,000
All Unrestricted Funds		<u>23,637,570</u>	<u>29,966,599</u>	<u>29,404,039</u>	<u>25,006,760</u>
Restricted Funds:					
202	Gas Tax Fund	821,132	39,118	39,118	524,654
204	CDBG Fund	33,403	213,489	129,235	37,708
206	County Park Prop. A Fund	44,502	63,619	60,789	55,955
207	Prop. A Transit Fund	214,560	310,187	308,269	239,688
209	Drought Fund	-	3,000	3,000	3,000
212	Air Quality Fund	1,703	-	-	-
213	STPL Fund	52,509	-	-	16,367
214	TDA Fund	34,581	-	-	3,314
215	Prop. C Transit Fund	373,500	1,045,000	1,045,000	73,511
216	PEG Fund	-	30,000	-	-
217	Asset Seizure Fund	46,725	38,814	38,814	1,800
220	Granada Ave. Assessment II Fund	-	-	-	-
221	Used Oil Grant	34,407	15,233	11,830	5,000
224	Assistance to Firefighters Grant Fund	-	-	-	-
226	CA Recycling Grant Fund	4,237	5,000	-	13,000
233	COPS Fund	87,311	90,530	87,311	90,000
236	County Tree Grant	4,201	-	-	-
238	County Park Grant	-	100,000	100,000	-
239	County Parks & Rec Grant	-	2,500	2,500	-
240	Homeland Security Grant Fund	4,351	-	-	-
241	Safe Routes to School Fund	53,669	65,242	7,699	-
243	LA County Measure R Fund	296,839	260,000	277,020	24,503
244	Prop. 1B Street Funds	540	-	-	-
247	SCAG Grant Fund	-	150,000	150,000	-
All Restricted Funds		<u>2,108,168</u>	<u>2,431,732</u>	<u>2,260,585</u>	<u>1,088,500</u>
All Funds		<u>25,745,739</u>	<u>32,398,331</u>	<u>31,664,624</u>	<u>26,095,260</u>

## Expenditure Summaries by Dept.

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	Requested	Budget to Budget Dollars	Budget FTEs
<b>City Council</b>						
Personnel	-	-	-	-	0%	
Services & Supplies	9,902	11,850	14,850	16,900	43%	
Capital Outlay	-	-	-	-	0%	
<b>Total Expenditures</b>	<b>9,902</b>	<b>11,850</b>	<b>14,850</b>	<b>16,900</b>	<b>43%</b>	<b>-</b>
<b>Administration:</b>						
Personnel	1,043,498	1,143,689	1,065,351	1,030,654	-10%	
Services & Supplies	1,102,823	1,237,507	1,275,236	1,090,652	-12%	
Capital Outlay	-	-	-	5,000	0%	
Debt Service	-	800	800	800	0%	
<b>Total Expenditures</b>	<b>2,146,322</b>	<b>2,381,996</b>	<b>2,341,387</b>	<b>2,127,106</b>	<b>-11%</b>	<b>0.37</b>
<b>SMTV:</b>						
Personnel	-	-	-	-	0%	
Services & Supplies	-	30,000	-	-	-100%	
Capital Outlay	-	-	-	-	0%	
<b>Total Expenditures</b>	<b>-</b>	<b>30,000</b>	<b>-</b>	<b>-</b>	<b>-100%</b>	<b>-</b>
<b>Planning &amp; Building:</b>						
Personnel	625,005	783,328	785,282	817,650	4%	
Services & Supplies	373,568	346,871	290,623	356,666	3%	
Capital Outlay	-	-	-	-	0%	
<b>Total Expenditures</b>	<b>998,573</b>	<b>1,130,199</b>	<b>1,075,905</b>	<b>1,174,316</b>	<b>4%</b>	<b>-</b>
<b>Police:</b>						
Personnel	5,135,626	5,487,572	5,367,897	5,664,332	3%	
Services & Supplies	812,834	850,195	816,419	820,245	-4%	
Capital Outlay	-	-	-	65,000	0%	
<b>Total Expenditures</b>	<b>5,948,459</b>	<b>6,337,767</b>	<b>6,184,316</b>	<b>6,549,577</b>	<b>3%</b>	<b>0.52</b>
<b>Fire:</b>						
Personnel	4,999,604	5,434,388	5,505,302	5,414,794	0%	
Services & Supplies	570,720	605,329	632,231	669,976	11%	
Capital Outlay	-	71,000	71,347	-	0%	
<b>Total Expenditures</b>	<b>5,570,324</b>	<b>6,110,717</b>	<b>6,208,880</b>	<b>6,084,770</b>	<b>0%</b>	<b>(1.00)</b>
<b>Emergency Services:</b>						
Personnel	-	-	-	-	0%	
Services & Supplies	41,698	43,580	45,388	58,680	35%	
Capital Outlay	-	29,000	16,000	-	100%	
<b>Total Expenditures</b>	<b>41,698</b>	<b>72,580</b>	<b>61,388</b>	<b>58,680</b>	<b>-19%</b>	<b>-</b>

## Expenditure Summaries by Dept.

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	Requested	Budget to Budget Dollars	Budget to Budget FTEs
<b>Parks &amp; Public Works:</b>						
Personnel	1,444,759	1,681,323	1,510,172	1,708,837	2%	
Services & Supplies	1,450,229	2,048,412	2,115,539	1,647,218	-20%	
Capital Outlay	4,526,281	8,056,741	7,682,081	1,824,849	-77%	
<b>Total Expenditures</b>	<b>7,421,269</b>	<b>11,786,476</b>	<b>11,307,792</b>	<b>5,180,904</b>	<b>-56%</b>	<b>0.00</b>
<b>Recreation:</b>						
Personnel	1,181,275	1,301,002	1,290,118	1,239,178	-5%	
Services & Supplies	902,756	930,603	928,159	979,602	5%	
Capital Outlay	25,143	100,000	60,000	-	-100%	
<b>Total Expenditures</b>	<b>2,109,173</b>	<b>2,331,605</b>	<b>2,278,277</b>	<b>2,218,780</b>	<b>-5%</b>	<b>0.39</b>
<b>Library:</b>						
Personnel	920,825	1,059,887	1,057,882	1,090,970	3%	
Services & Supplies	507,901	548,275	534,711	558,806	2%	
Capital Outlay	6,402	15,000	15,256	-	100%	
<b>Total Expenditures</b>	<b>1,435,129</b>	<b>1,623,162</b>	<b>1,607,849</b>	<b>1,649,776</b>	<b>2%</b>	<b>1.53</b>
<b>Old Mill:</b>						
Personnel	4,263	-	1,062	-	0%	
Services & Supplies	51,922	63,500	63,500	55,000	-13%	
Capital Outlay	-	120,000	120,000	32,000	0%	
<b>Total Expenditures</b>	<b>56,185</b>	<b>183,500</b>	<b>184,562</b>	<b>87,000</b>	<b>-53%</b>	<b>-</b>
<b>Capital Equipment:</b>						
Capital Outlay	8,705	398,479	399,419	947,450	138%	-
<b>Totals:</b>						
Personnel	15,354,855	16,891,189	16,583,065	16,966,415	-3%	-
Services & Supplies	5,824,353	6,716,122	6,716,656	6,253,745	-50%	-
Capital Outlay	4,566,530	8,790,220	8,364,103	2,874,299	160%	-
Debt Service	-	800	800	800	0%	-
<b>Total Expenditures</b>	<b>25,745,739</b>	<b>32,398,331</b>	<b>31,664,624</b>	<b>26,095,259</b>	<b>107%</b>	<b>-</b>

# Capital Equipment

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Budget Summary</b>					
<b>Expenditures by Fund:</b>					
217	Asset Seizure Fund	5,386	19,614	19,614	-
591	Capitalized Equipment Fund	3,319	378,865	379,805	947,450
	<b>Total Expenditures</b>	<u>8,705</u>	<u>398,479</u>	<u>399,419</u>	<u>947,450</u>
<b>Revenues by Type:</b>					
	Cost Allocations	389,778	408,600	408,600	408,600
	<b>Total Revenues</b>	<u>389,778</u>	<u>408,600</u>	<u>408,600</u>	<u>408,600</u>
<b>Budget Detail</b>					
<b>Revenues:</b>					
591-00-3850-0000	Equipment Cost Allocation	389,778	408,600	408,600	408,600
	<b>Total Revenues</b>	<u>389,778</u>	<u>408,600</u>	<u>408,600</u>	<u>408,600</u>
<b>Expenditures:</b>					
591-07-4613-0000	Administration Capitalized Equipment	-	130,000	130,000	-
	Council Meeting Streaming Equipment		-		-
	Replace Telephone System		-		-
	Server		130,000		-
591-14-4613-0000	Planning & Buliding Capitalized Equipmen	-	-	-	15,000
	HdL Business License System Upgrade				15,000
217-30-4613-0000	Police Capitalized Equipment	5,386	4,614	4,614	-
	Property Tracking System		4,614		-
591-30-4613-0000	Police Capitalized Equipment	-	-	-	377,115
	911 CAD Upgrade		-		25,000
	CJIS Required Software		-		5,115
	IA Pro Software		-		6,000
	Software Analytics		-		5,500
	Pole Camera		-		28,000
	New Radio System		-		307,500
591-30-4613-9300	Police Capitalized Equipment-Vehicles	(830)	105,000	105,000	140,500
	3 Black and White Patrol SUVs w/equip		105,000		135,000
	Mobile Command Center for one Vehiecle		-		5,500
217-30-4613-9300	Police Capitalized Equipment-Vehicles	-	15,000	15,000	-
	Equipment for 3 Black & Whites		15,000		
591-34-4613-9300	Fire Capitalized Equipment-Vehicles	-	65,198	66,138	-
	Replace Fire Chief's Vehicle		35,000		
	Replace Fire Marshal's Vehicle		30,198		
591-34-4613-0000	Fire Capitalized Equipment	4,149	13,004	13,004	75,000
	SCBAs		-		35,000
	Defibrillator/Heart Monitor		-		40,000
	Generator		-		-
	Gurney		9,000		-
	Apparatus Bay Door Motors		4,004		-
591-36-4613-0000	Emergency Services Capitalized Equipme	-	7,014	7,014	56,000
	Mobile Generator		-		56,000
	Sand Bag Machine		7,014		

## Capital Equipment

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
591-48-4613-0000	Street Capitalized Equipment	-	41,649	41,649	143,000
	Asphalt Roller		25,000		-
	Water Trailer		16,649		-
	Boom Truck				27,000
	Generator				56,000
	Traffic Cabinets				60,000
591-50-4613-0000	Park Capitalized Equipment	-	7,000	7,000	76,500
	Leaf Vacuum		7,000		-
	Dump Truck		-		67,000
	Gater Utility Truck		-		9,500
591-52-4613-0000	Grounds Capitalized Equipment	-	10,000	10,000	-
	John D. Utility Trailer		10,000		
591-60-4613-0000	Recreation Capitalized Equipment	-	-	-	29,335
	Server Hardware Upgrade				29,335
591-90-4613-0000	Library Capitalized Equipment	-	-	-	35,000
	RFID Checkout System				35,000
	<b>Total Capitalized Expenditures</b>	<b>8,705</b>	<b>398,479</b>	<b>399,419</b>	<b>947,450</b>
	<b>Total Expenditures</b>	<b>8,705</b>	<b>398,479</b>	<b>399,419</b>	<b>947,450</b>

# City Council

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested	
<b>Budget Summary</b>						
<b>Sources by Type:</b>						
<b>Non-Department Generated:</b>						
Unrestricted Funds		9,902	11,850	14,850	16,900	
<b>Total Sources</b>		9,902	11,850	14,850	16,900	
<b>Uses by Type:</b>						
Personnel		-	-	-	-	
Services & Supplies		9,902	11,850	14,850	16,900	
Capital Outlay		-	-	-	-	
<b>Total Uses</b>		9,902	11,850	14,850	16,900	
<b>Cost Recovery</b>		0%	0%	0%	0%	
<b>Expenditures by Fund:</b>						
101	General Fund		9,902	11,850	14,850	16,900
<b>Total Expenditures</b>		9,902	11,850	14,850	16,900	
Original Budget			11,100			
Amendments			750			
Amended Budget			11,850			
<b>Budget Detail</b>						
<b>Expenditures:</b>						
101-01-4150-0000	Other Contract Services	271	-	-	-	
101-01-4376-0000	Materials & Supplies	4,049	3,000	6,000	9,000	
101-01-4396-0000	Memberships & Dues	570	-	-	-	
101-01-4420-0000	Printing	507	600	600	600	
101-01-4480-0000	Travel & Meetings	4,196	5,000	5,000	6,800	
Council Meetings		2,800				
League of CA Cities		1,000				
League of CA Cities Executive Forum		1,200				
US Conference of Mayors		-				
US Conference of Mayors		1,800				
101-01-4480-2872	Hospitality	309	3,250	3,250	500	
<b>Total Services &amp; Supplies</b>		9,902	11,850	14,850	16,900	
<b>Total Expenditures</b>		9,902	11,850	14,850	16,900	

# Administration

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
--	-------------------	-------------------	----------------------	----------------------

## Budget Summary

### Sources by Type:

<b>Non-Department Generated:</b>				
Unrestricted Funds	2,146,322	2,381,996	2,341,387	2,127,106
<b>Total Sources</b>	<u>2,146,322</u>	<u>2,381,996</u>	<u>2,341,387</u>	<u>2,127,106</u>

### Uses by Type:

Personnel	1,043,498	1,143,689	1,065,351	1,030,654
Services & Supplies	1,102,823	1,237,507	1,275,236	1,090,652
Capital Outlay	-	-	-	5,000
Debt Service	-	800	800	800
<b>Total Expenditures</b>	<u>2,146,322</u>	<u>2,381,996</u>	<u>2,341,387</u>	<u>2,127,106</u>

<b>Cost Recovery</b>	0%	0%	0%	0%
----------------------	----	----	----	----

### Expenditures by Fund:

101	General Fund	1,689,178	1,871,748	1,813,372	1,593,946
207	Prop A Transit Funds	118,014	125,149	120,891	123,000
209	Drought Fund	-	3,000	3,000	3,000
212	AQMD Funds	1,703	-	-	-
394	Capital Project Fund	-	-	-	5,000
401	Debt Service Fund	-	800	800	800
595	Workers' Compensation Fund	23,354	-	21,360	21,360
596	General Liability Fund	314,073	381,299	381,964	380,000
	<b>Total Expenditures</b>	<u>2,146,322</u>	<u>2,381,996</u>	<u>2,341,387</u>	<u>2,127,106</u>

Original Budget	2,319,012
Amendments	62,984
Amended Budget	<u>2,381,996</u>

### Staffing History:

City Manager	1.00	1.00	1.00	1.00
Assistant City Manager	0.50	0.50	0.50	0.33
Finance Director	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00
Assistant to the City Manager	-	-	-	1.00
Administrative Analyst	1.00	1.25	1.25	1.25
Account Clerk	-	1.00	1.00	1.00
Clerk II	0.71	-	-	-
Intern	0.29	0.46	0.14	-
<b>Total FTEs</b>	<u>5.50</u>	<u>6.21</u>	<u>5.89</u>	<u>6.58</u>

# Administration

Budget Detail		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Expenditures:</b>					
101-07-4001-0000	Full Time Salaries	667,887	677,408	675,214	562,624
101-07-4002-0000	Part Time Wages	35,708	17,414	6,218	-
101-07-4004-0000	Overtime	433	596	-	733
101-07-4006-0000	Medicare	9,359	11,349	9,500	9,702
101-07-4008-3080	Retirement - ICMA 401(a)	7,662	7,600	7,600	12,800
101-07-4008-6050	Retirement-PARS	1,073	653	200	-
101-07-4008-6160	Retirement - PERS	73,871	106,469	106,469	110,451
	Normal Cost				47,922
	UAL 20 Year Payoff				62,529
101-07-4010-0000	Cafeteria Benefit	65,806	80,400	80,400	92,352
101-07-4011-0000	Technology Allowance	8,475	8,550	8,550	8,742
101-07-4012-0000	Auto Allowance	7,264	7,200	7,200	7,200
101-07-4016-0000	Retiree Benefits	165,960	226,050	164,000	226,050
	<b>Total Personnel</b>	<b>1,043,498</b>	<b>1,143,689</b>	<b>1,065,351</b>	<b>1,030,654</b>
101-07-4106-2755	Contract Legal Svc.s-General	109,339	140,000	133,000	140,000
101-07-4106-3415	Contract Legal Svc.s-Labor	2,800	15,000	25,000	15,000
101-07-4150-0000	Other Contract Services	280,182	270,120	270,120	166,483
	710 Freeway Coalition (Partial Amend.)		15,000		15,000
	AB939 compliance		5,400		5,400
	Actuarial Valuations		5,400		5,850
	Audit		26,205		28,705
	Banking Services		12,000		15,000
	City Code Online		500		500
	City Hall Janitorial Services		4,220		6,960
	Codification Services		3,000		3,000
	Computer Network/Technical Maintenance		60,000		14,400
	Credit Card Fees		16,000		18,000
	Deferred Comp. Record Keeping Fee		-		2,500
	Digital Imaging Strategy		6,210		-
	Employee Assistance Program		6,500		6,540
	Financial Management System		13,000		13,500
	Flu Shots		500		500
	HdL Business License Software Maintenance		5,000		-
	HdL Sales Tax Software Maintenance		1,200		1,200
	Insurance Certificate Management Software Maintenance		-		1,500
	Laserfiche		1,000		1,000
	Mobile Audiogram/Annual Health Checks		3,685		3,685
	Paychecks Applicant Tracking System		3,500		6,600
	Planet Bid		-		8,143
	Property Tax Auditing & Reporting Service		3,000		-
	Records Management Plan & Retention Schedule		44,000		-
	Upgrade Server		20,000		-
	US Bank Safekeeping Services		2,000		1,500
	Website Maintenance		5,000		7,000

# Administration

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
209-07-4150-0000	Other Contract Services	-	3,000	3,000	3,000
	Drought Education		3,000		3,000
595-07-4150-0000	Workers' Comp. Contract Services	20,884	-	21,360	21,360
596-07-4150-0000	General Liability First Aide	-	-	211	-
101-07-4202-0000	Advertising	28,578	27,000	46,000	30,000
	Legal Notices		27,000		
101-07-4204-0000	Books & Periodicals	54	395	60	395
	Elections Code		60		60
	Employer Handbook		140		140
	FLSA Update		95		95
	HR Employment Law		100		100
101-07-4206-0000	Building Repair & Maintenance	7,264	9,270	6,000	9,270
	Cleaning Supplies		5,000		5,000
	Exterminating		720		720
	Heating and Air Conditioning		2,200		2,200
	Security System		1,350		1,350
207-07-4208-0750	Bus Transportation-Chamber	2,300	3,000	2,891	3,000
207-07-4208-1330	Bus Transportation-Dial a Ride	5,714	12,149	8,000	10,000
207-07-4208-8140	Bus Transportation-SMUSD Youth	110,000	110,000	110,000	110,000
101-07-4290-0000	Election	-	65,684	65,684	-
101-07-4316-0000	Equipment Repair & Maintenance	5,243	5,800	5,800	5,800
	Copier		4,000		4,000
	Postage Meter		1,800		1,800
101-07-4332-0000	Fees/Permits/Taxes to Outside A	670	743	740	762
	LAFCO Assessment		743		762
595-07-4356-0000	Workers' Comp. Insurance Premiums	2,470	-	-	-
596-07-4356-3412	Ins. Premiums JPIA	314,073.20	381,299	381,753	380,000
	General Liability Insurance		353,880		350,000
	Property Insurance		22,419		25,000
	Pollution Insurance		5,000		5,000
101-07-4376-0000	Materials & Supplies	21,070	26,250	26,250	24,050
	Anti-virus Software		3,000		3,000
	City logo shirts		500		500
	Office Supplies & Paper		12,000		12,000
	Employee recognition ceremony		7,000		7,000
	Employee service pins		850		850
	Flag replacement		700		700
	Time & Date Stamp for City Clerk		700		-
	Contract/Insurance Certificate Management Software		1,500		-

# Administration

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
101-07-4396-0000	Memberships & Dues	29,893	33,069	33,069	25,087
	CA City Management Foundation		400		400
	California Municipal Treasurers Association		160		160
	California Public Employees Labor Relations Assoc.		350		350
	California Society of Municipal Finance Officers		115		115
	CB Merchant Services (Collections)		120		120
	Chamber		250		250
	City Clerk Association of California		130		130
	City Club		345		345
	Community Meetings		900		900
	Government Finance Officers Association		200		200
	International Institute of Municipal Clerks		155		155
	League - County Division Dues		1,200		1,200
	League Of California Cities		5,500		5,500
	Liebert Cassidy Employee Relations Consortium		2,530		2,530
	National Notary Association		59		52
	Public Agency Risk Management Association		75		75
	Planet Bid		8,000		-
	Rotary		1,300		1,300
	San Gabriel Valley City Manager Association		55		55
	San Gabriel Valley COG		9,300		9,300
	SCAG and SCAG Access		1,390		1,390
	Society of HR Managers		185		185
	Public Employer Labor Relations Assoc. of CA		175		-
	IPMA		-		200
	Springbrook User Group		175		175
101-07-4398-0000	Mileage	618	500	1,400	1,000
101-07-4399-0000	Non-capitalized Equipment	672	-	-	-
212-07-4399-0000	Non-capitalized Equipment	1,703	-	-	-
	Valentine School Bike Racks		-		-
101-07-4412-0000	Postage	17,892	10,000	10,000	10,000
101-07-4420-0000	Printing	18,430	16,728	16,728	19,205
	Budgets		300		1,000
	City Newsletter		9,628		11,405
	Forms		4,300		4,300
	Letterhead		1,000		1,000
	Employee Handbook		1,500		1,500
101-07-4436-0000	Recruitment	18,271	7,000	7,000	7,000
101-07-4468-0000	Staff Development	2,538	6,900	6,900	6,900
	HR Certifications		5,500		5,500
	Miscellaneous		1,400		1,500
101-07-4476-0000	Surety Bonds	1,843	1,600	1,850	1,850

# Administration

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
101-07-4480-0000	Travel & Meetings	5,790	6,440	7,000	9,690
	California Society of Municipal Finance Officers Meetings, Local		580		580
	City Clerk's New Law & Election Seminar		1,000		1,000
	City Clerk's Assoc. Annual Conference		1,000		1,000
	City Treasurer's Conference		600		1,000
	Labor Consortium Training		660		660
	League of California Cities (CM & Assistant CM)		1,200		1,200
	Notary Renewal Training Seminar & Exam		-		500
	San Gabriel Valley City Managers Annual Conference, Pomona		100		100
	San Gabriel Valley City Managers Association		100		100
	PELRAC Workshop		300		300
	CJPIA HR Academy (2)		-		600
	CJPIA Execxutive Academy		-		300
	CJPIA Risk Conference (2)		-		750
	PARMA (2)		-		1,000
	Misc. Personnel Trainings		300		300
	Tax Seminar		600		300
101-07-4500-1980	Utilities-Electricity	45,127	45,000	45,000	50,000
101-07-4500-4950	Utilities-Natural Gas	1,018	900	1,300	1,300
101-07-4500-9025	Utilities-Telecommunications	12,974	15,620	15,620	16,000
101-07-4500-9460	Utilities-Water	1,364	1,540	1,000	1,000
101-07-4950-0001	Equipment Cost Allocation	34,052	22,500	22,500	22,500
	<b>Total Services &amp; Supplies</b>	<u>1,102,823</u>	<u>1,237,507</u>	<u>1,275,236</u>	<u>1,090,652</u>
394-07-4600-XXXX	Council Chamber Disability Upgrades	-	-	-	5,000
	<b>Total Capitalized Expenditures</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,000</u>
401-07-4230-0000	Cost of Issuance	-	800	800	800
	<b>Total Debt Service Expenditures</b>	<u>-</u>	<u>800</u>	<u>800</u>	<u>800</u>
	<b>Total Expenditures</b>	<u>2,146,322</u>	<u>2,381,996</u>	<u>2,341,387</u>	<u>2,122,106</u>

# SMTV

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Budget Summary</b>					
<b>Sources by Type:</b>					
<b>Department Generated:</b>					
	PEG Fees	-	30,000	-	-
	<b>Total Sources</b>	-	30,000	-	-
<b>Uses by Type:</b>					
	Personnel	-	-	-	-
	Services & Supplies	-	30,000	-	-
	Capital Outlay	-	-	-	-
	<b>Total Uses</b>	-	30,000	-	-
	<b>Cost Recovery</b>	0%	100%	0%	0%
<b>Expenditures by Fund:</b>					
101	General Fund	-	-	-	-
216	PEG Fund	-	30,000	-	-
	<b>Total Expenditures</b>	-	30,000	-	-
	Original Budget		30,000		
	Amendments		-		
	Amended Budget		30,000		
<b>Budget Detail</b>					
<b>Expenditures:</b>					
101-08-4150-0000	Other Contract Services	-	-	-	-
216-08-4399-0000	Non-Capitalized Equipment	-	30,000	-	-
	<b>Total Services &amp; Supplies</b>	-	30,000	-	-
	<b>Total Expenditures</b>	-	30,000	-	-

# Planning & Building

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
<b>Budget Summary</b>					
<b>Sources by Type:</b>					
<b>Non-Department Generated:</b>					
	Unrestricted Funds	(87,756)	37,199	102,775	174,816
	Intergovernmental	5,000	5,000	5,000	5,000
		(82,756)	42,199	107,775	179,816
<b>Department Generated:</b>					
	Licenses & Permits	556,081	455,000	510,630	533,000
	Charges for Services	480,164	617,600	412,000	416,000
	Fines & Forfeitures	44,800	15,000	45,000	45,000
	Miscellaneous Revenues	283	400	500	500
		1,081,329	1,088,000	968,130	994,500
	<b>Total Sources</b>	<b>998,573</b>	<b>1,130,199</b>	<b>1,075,905</b>	<b>1,174,316</b>
<b>Uses by Type:</b>					
	Personnel	625,005	783,328	785,282	817,650
	Services & Supplies	373,568	346,871	290,623	356,666
	Capital Outlay	-	-	-	-
	<b>Total Uses</b>	<b>998,573</b>	<b>1,130,199</b>	<b>1,075,905</b>	<b>1,174,316</b>
		-	-	-	-
	<b>Cost Recovery</b>	<b>108%</b>	<b>96%</b>	<b>90%</b>	<b>85%</b>
<b>Expenditures by Fund:</b>					
101	General Fund	969,573	1,086,410	1,035,519	1,137,254
204	CDBG Fund	29,000	32,716	32,716	32,062
221	Used Oil Grant	-	8,879	5,476	5,000
595	Workers' Comp. Fund	-	2,194	2,194	-
	<b>Total Expenditures</b>	<b>998,573</b>	<b>1,130,199</b>	<b>1,075,905</b>	<b>1,174,316</b>
		-	-	-	-
	Original Budget		1,128,499		
	Amendments		1,700		
	<b>Amended Budget</b>		<b>1,130,199</b>		
<b>Staffing History:</b>					
	Planning & Building Director	1.00	1.00	1.00	1.00
	Environmental Services Manager	1.00	1.00	1.00	1.00
	Associate Planner	0.75	0.75	0.75	0.75
	Assistant Planner	1.00	1.00	1.00	1.00
	Permit Technician I	1.00	1.00	1.00	1.00
	Code Compliance Coordinator	-	1.00	1.00	1.00
	Clerk II	0.68	0.92	0.95	0.92
	Intern	0.34	0.50	0.49	0.50
	Building Inspector II	1.00	1.00	1.00	1.00
	<b>Total FTEs</b>	<b>6.77</b>	<b>8.17</b>	<b>8.19</b>	<b>8.17</b>

## Planning & Building

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
<b>Budget Detail</b>					
<b>Revenues:</b>					
101-14-3106-0000	Tree Permits	33,185	35,000	35,630	35,000
101-14-3150-0000	Bldg. Dept. Education Fee	4,363	12,600	6,000	6,000
101-14-3151-0000	Building Permits	522,896	420,000	475,000	498,000
101-14-3306-0000	General Plan Fee	21,121	80,000	20,000	20,000
101-14-3308-0000	Plan Check Fees	251,908	315,000	261,000	260,000
101-14-3312-0000	Zoning Fees	202,772	210,000	125,000	130,000
101-14-3346-0000	Sales of Maps & Pub.s-P&B	283	400	500	500
101-14-3410-0000	Business License NOVs	-	-	30,000	30,000
101-14-3410-9245	Tree Fines	44,800	15,000	15,000	15,000
221-14-3203-0000	Used Oil Grant	5,000	5,000	5,000	5,000
<b>Total Revenues</b>		<b>1,086,329</b>	<b>1,093,000</b>	<b>973,130</b>	<b>999,500</b>
<b>Expenditures:</b>					
101-14-4001-0000	Full Time Salaries	482,981	528,070	540,267	557,976
101-14-4002-0000	Part Time Wages	14,697	57,822	50,849	51,487
101-14-4004-0000	Overtime	1,784	1,327	-	2,417
101-14-4006-0000	Medicare	5,443	7,720	6,717	8,129
101-14-4008-6160	Retirement - PERS	53,249	87,996	87,042	97,210
	Normal Cost				50,313
	UAL 20 Year Payoff				46,897
101-14-4008-6050	PARS Retirement	551	1,893	1,907	1,931
101-14-4010-0000	Cafeteria Benefit	60,845	92,400	92,400	92,400
101-14-4011-0000	Technology Allowance	5,454	6,000	6,000	6,000
101-14-4013-0000	Uniform Allowance	1	100	100	100
<b>Total Personnel</b>		<b>625,005</b>	<b>783,328</b>	<b>785,282</b>	<b>817,650</b>
101-14-4104-0000	Contract Engineering Services	41,556	30,000	41,580	35,000
101-14-4104-6270	Contract Building & Safety Svc	119,930	158,000	100,000	130,000
101-14-4106-0950	Contract Legal Svc.s-Code Enf.	18,624	15,000	15,000	15,000
101-14-4106-2755	Contract Legal Svc.s-General	52,005	35,000	30,000	35,000
101-14-4150-0000	Other Contract Services	45,183	26,400	25,000	70,100
	Permit Software Maintenance		11,900		11,900
	Hearing Officer		3,000		3,000
	Computer Network/Technical Maintenance		6,000		6,000
	General Plan Circulation Element		-		30,000
	GIS		-		12,700
	Laserfiche Permit Scanning		4,000		-
	Permit/Plan Check/Code Enforcement Software		1,500		-
	HdL Business License System Maintenance		-		6,500
101-14-4202-0000	Advertising	11,554	7,000	10,500	7,000
101-14-4204-0000	Reference Materials	130	200	-	1,000
101-14-4316-0000	Equipment Repair & Maintenance	-	-	-	2,600

## Planning & Building

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
101-14-4332-0000	Fees/Permits/Taxes to Outside	-	375	75	375
101-14-4376-0000	Materials & Supplies	3,783	2,800	6,000	4,500
101-14-4396-0000	Memberships & Dues	1,880	3,034	2,709	2,834
	American Planning Association/AICP		1,400		1,200
	California Building Officials-City		265		265
	City Club		105		105
	Int'l Assn. of Electrical Inspectors-City		204		204
	Int'l Assn. Of Plumbing & Mechanical Officials-City		150		150
	International Code Council-Building Inspector		105		105
	International Code Council-City		445		445
	Pesticide Applicators Professional Association		45		45
	I.S.A Certified Arborist/Municipal Specialist		255		255
	Qualified Applicator's Certification		60		60
101-14-4398-0000	Mileage	836	1,300	100	500
101-14-4399-0000	Non-capitalized Equipment	7,086	7,768	7,159	1,500
	Copier (Lease for 5 years)		2,600		-
	Computer(s)		3,000		1,500
	Council Chambers Assisted Listening Devices		1,768		-
	Sound Level Meter		150		-
	Airprinter for Vehicles		250		-
101-14-4412-0000	Postage	1,723	1,600	1,600	1,600
101-14-4420-0000	Printing	3,417	3,700	1,500	2,000
101-14-4468-0000	Staff Development	2,228	3,605	2,814	3,575
	CTI Education Week		1,040		1,040
	Bldg. Inspector-2010 Codes Update ICC		300		300
	Bldg. Inspector -2010 Codes Update IAPMO		500		500
	Planning & Building Director Required Continuing Education		550		550
	California Association of Code Enforcement Officers		300		300
	Pesticide Certification		160		160
	I.S.A Certified Arborist/Municipal Specialist		300		300
	Planner Training		455		425
101-14-4480-0000	Travel & Meetings	1,547	4,300	1,600	3,100
	American Planning Association Conference		3,000		2,000
	League of CA Cities		1,200		1,000
	Community Meetings		100		100
101-14-4500-9025	Utilities-Telecommunications	171	-	900	920
101-14-4508-0000	Vehicle Repair & Maintenance	1,383	1,000	1,700	1,000
101-14-4352-0000	Housing Rehabilitation	28,995	-	-	-
204-14-4352-0000	Housing Rehabilitation	29,000	32,716	32,716	32,062
221-14-4376-0000	Used Oil Grant - Supplies	-	8,879	5,476	5,000
595-14-4356-0000	Workers' Comp Premium	-	2,194	2,194	-

## Planning & Building

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
101-14-4950-0001	Equipment Cost Allocation	2,538	2,000	2,000	2,000
	<b>Total Services &amp; Supplies</b>	<u>373,568</u>	<u>346,871</u>	<u>290,623</u>	<u>356,666</u>
	<b>Total Expenditures</b>	<u>998,573</u>	<u>1,130,199</u>	<u>1,075,905</u>	<u>1,174,316</u>

# Police

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Budget Summary</b>					
<b>Sources by Type:</b>					
<b>Non-Department Generated:</b>					
Unrestricted Funds		4,345,537	4,707,478	4,775,225	5,103,075
Public Safety Taxes		1,061,882	1,047,816	1,047,816	1,074,252
Intergovernmental Funds		221,623	211,172	150,410	136,800
		<u>5,629,042</u>	<u>5,966,467</u>	<u>5,973,451</u>	<u>6,314,127</u>
<b>Department Generated Funds:</b>					
Charges For Service		77,113	80,300	67,164	64,450
Fines & Forfeitures		224,274	276,000	124,000	150,500
Miscellaneous Revenue		18,031	15,000	19,701	20,500
		<u>319,417</u>	<u>371,300</u>	<u>210,865</u>	<u>235,450</u>
	<b>Total Sources</b>	<u>5,948,459</u>	<u>6,337,767</u>	<u>6,184,316</u>	<u>6,549,577</u>
<b>Uses by Type:</b>					
Personnel		5,135,626	5,487,572	5,367,897	5,664,332
Services & Supplies		812,834	850,195	816,419	820,245
Capital Outlay		-	-	-	65,000
	<b>Total Uses</b>	<u>5,948,459</u>	<u>6,337,767</u>	<u>6,184,316</u>	<u>6,549,577</u>
	<b>Cost Recovery</b>	5%	6%	3%	4%
<b>Expenditures by Fund:</b>					
103	Public Safety Fund	5,275,472	5,685,099	5,543,019	5,904,935
104	4th of July Fund	18,691	6,594	13,895	13,696
217	Asset Forfeiture Fund	41,339	19,200	19,200	1,800
233	COPS Fund	87,311	90,530	87,311	90,000
240	State Homeland Security Grant Fund	18	-	-	-
241	Safe Routes to Schools Grant Fund	44,383	58,242	699	-
281	Donations Fund	3,440	3,000	4,590	2,000
394	Capital Project Fund	-	-	-	65,000
401	Debt Service Fund	253,049	264,865	264,865	273,802
595	Workers' Compensation Fund	224,757	210,236	250,736	198,344
	<b>Total Expenditures</b>	<u>5,948,459</u>	<u>6,337,767</u>	<u>6,184,316</u>	<u>6,549,577</u>
	Original Budget		6,337,767		
	Amendments		(0)		
	Amended Budget		<u>6,337,767</u>		
<b>Staffing History:</b>					
	Police Chief	1.00	1.00	1.00	1.00
	Police Lieutenant	2.00	2.00	2.00	2.00
	Police Administrative Manager	-	-	-	1.00
	Police Records & Communications Supervisor	1.00	1.00	1.00	-
	Administrative Analyst	1.00	1.00	1.00	1.00
	Dispatcher/Clerk	4.06	4.48	3.65	4.48
	Officer	14.00	15.00	11.50	15.00
	Corporal	4.00	5.00	5.00	5.00
	Sergeant	5.00	5.00	5.00	5.00
	Cadet	0.73	0.96	0.93	0.96
	Records Clerk	0.29	0.48	0.41	1.00
	Parking Enforcement Officers	0.70	0.96	0.94	0.96
	<b>Total FTEs</b>	<u>33.78</u>	<u>36.88</u>	<u>32.43</u>	<u>37.40</u>

# Police

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
<b>Budget Detail</b>					
<b>Revenues:</b>					
103-30-3201-0000	Animal Control Services	280	10,000	10,000	11,500
103-30-3316-0000	Special Police Services	10,885	10,000	2,500	2,400
103-30-3317-0000	Citation Sign off Fee	601	600	500	400
103-30-3318-0000	Clearance Letter Fees	715	500	400	400
103-30-3319-0000	Report Copies	250	200	756	750
103-30-3321-0000	Burglary Alarm Permits	16,131	18,000	11,500	11,500
103-30-3324-0000	Housewatch Fees	3,585	2,500	9,900	10,000
103-30-3325-0000	Vehicle Impound Release Fees	18,569	15,000	13,608	12,500
103-30-3331-3550	Live Scan Fees	1,805	1,500	6,000	7,000
103-30-3331-9241	Tow Fees	24,292	22,000	12,000	8,000
103-30-3202-6600	POST Reimbursement	13,336	15,000	7,882	12,500
103-30-3320-0000	Burglary Alarm Fines	700	1,000	-	500
103-30-3400-0000	Parking Citations	90,766	120,000	65,000	70,000
103-30-3401-0000	Vehicle Code Fines	104,491	125,000	59,000	80,000
103-30-3410-0440	Business License NOVs	28,316	30,000	-	-
103-30-3701-0000	Police Misc. Revenue	1,085	-	5	-
103-30-3702-0000	Police Reimbursements	3,610	-	11,814	8,000
		<u>319,417</u>	<u>371,300</u>	<u>210,865</u>	<u>235,450</u>
<b>Expenditures:</b>					
103-30-4001-0000	Full Time Salaries	3,063,954	3,113,224	2,911,857	3,202,255
103-30-4002-0000	Part Time Wages	80,568	92,980	109,495	95,670
103-30-4004-0000	Overtime	270,604	199,294	290,000	214,100
103-30-4006-0000	Medicare	45,538	47,445	44,186	48,837
103-30-4008-6050	PARS Retirement	2,121	3,017	2,437	3,096
103-30-4008-6160	Retirement - PERS	759,845	1,026,610	996,729	1,102,446
	Normal Cost				546,199
	UAL 20 Year Payoff				556,247
103-30-4010-0000	Cafeteria Benefit	373,627	480,000	400,000	492,000
103-30-4011-0000	Technology Allowance	11,648	10,800	10,800	10,800
103-30-4013-0000	Uniform Allowance	18,476	19,500	19,500	19,500
103-30-4014-0000	Unemployment Payments	176	-	-	-
103-30-4015-0000	Workers' Compensation Benefits	-	-	98,632	27,135
401-30-4999-0000	Debt Service	253,049	264,865	264,865	273,802
104-30-4004-0000	Police Overtime	15,769	6,500	13,198	13,500
104-30-4006-0000	Medicare	108	94	32	196
104-30-4008-6160	Retirement-PERS	1,682	-	282	-
104-30-4010-0000	Cafeteria Benefits	1,132	-	382	-
241-30-4002-0000	Part Time Wages	570	1,000	-	-
241-30-4004-0000	Overtime	41,240	57,118	-	-
241-30-4006-0000	Medicare	265	87	-	-
241-30-4008-6050	Retirement-PARS	21	38	-	-
241-30-4010-0000	Cafeteria Benefits	785	-	-	-
595-30-4015-0001	Workers' Comp Current Employee	144,308	125,000	129,500	125,058
595-30-4015-0002	Workers' Comp Past Employees	50,141	40,000	76,000	35,937
<b>Total Personnel</b>		<u>5,135,626</u>	<u>5,487,572</u>	<u>5,367,897</u>	<u>5,664,332</u>

# Police

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
103-30-4150-0000	Other Contract Services	313,033	321,879	321,717	316,749
	All Cities Management		111,000		114,830
	Pasadena Humane Society Animal control		51,050		50,940
	Pasadena Humane Society Animal Licensing		11,500		11,500
	Arcadia-City Range Fees		5,000		5,000
	Blood Withdrawal at Hospital		2,400		2,400
	Burro Canyon Bills		500		-
	California I.D. State Fingerprint Network		1,000		1,000
	County Tax on Parking Citations		36,000		21,600
	Parking Citation Processing		5,500		4,000
	Computer Network/Technical Maintenance		52,000		52,000
	Emergency Exams, Treatment of Suspects & Victims		-		2,500
	CSI/DNA Services		6,500		12,000
	Pasadena Services		-		9,600
	Jail Facilities Booking Fees		15,000		15,000
	Janitorial Services		8,800		-
	Pasadena Police Department Helicopter		13,019		13,019
	Photograph Processing		250		-
	Proximity Card Security Maintenance		1,000		-
	Constant Contact - CLEARs		360		360
	Mapping System		1,000		1,000
233-30-4150-9470	Other Contract Services-West C	87,311	90,530	87,311	90,000
103-30-4204-0000	Books & Periodicals	606	800	755	800
103-30-4206-0000	Building Repair & Maintenance	12,424	8,100	9,000	20,650
103-30-4308-0000	Equipment Rental	474	-	-	-
103-30-4316-0000	Equipment Repair & Maintenance	6,870	7,450	7,450	5,550
	AED Repair (Amend)		1,000		500
	Armory Cleaning		350		350
	Copier		4,200		-
	Magnasync / Genesis (Amend)		1,150		1,150
	Radio Maintenance				300
	PAS Device Maintenance				2,000
	Taser Repair (Amend)		-		500
	Unitrols		750		750
103-30-4376-0000	Materials & Supplies	13,570	10,000	10,000	13,000
241-30-4376-0000	Materials & Supplies	1,502	-	699	-
281-30-4376-0000	Materials & Supplies	3,440	3,000	4,590	2,000
103-30-4376-0175	M & S-Ammo & Wepons	13,954	17,000	17,000	13,000

# Police

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
103-30-4396-0000	<b>Memberships &amp; Dues</b>	3,888	4,000	4,000	3,229
	International Association of Chiefs of Police (IACP)				150
	Police Executive Research Foundation (PERF)				475
	California Police Chiefs Association (CPCA)				399
	Los Angeles County Police Chiefs Association (LACPCA)				500
	San Gabriel Valley Police Chiefs Association (SGVPCA)				250
	California Association of Tactical Officers (CATO)				100
	Peace Officers Association of Los Angeles County (POALAC)				50
	CLEARs				50
	California CLETS User Group (CCUG)				75
	Costco				160
	San Marino Rotary				900
	San Marino City Club				120
103-30-4398-0000	<b>Mileage</b>	33	-	-	-
103-30-4399-0000	<b>Non-capitalized Equipment</b>	10,497	14,500	14,000	3,000
	Chairs (\$500 each)		1,000		3,000
	Computer Hardware/Software		500		-
	Computers (6)		9,000		-
	Parking Citation Writers		4,000		-
217-30-4399-0000	<b>Non-Capitalized Equipment</b>	41,339	19,200	19,200	1,800
	FSET Uniforms		1,000		-
	DOJ Approved Shredder		3,200		-
	Glock Magazines		2,000		-
	Tablet & Printer for Watch Commander Vehicle		-		1,800
	Tactical Shield		2,500		-
	Tactical Vest		2,500		-
	FSET Headset		1,000		-
	2 Lidors		7,000		-
103-30-4401-0000	<b>Outside Services</b>	9,891	12,000	13,832	13,910
	Huntington Library and Other		8,000		2,410
	School District		4,000		11,500
103-30-4412-0000	<b>Postage</b>	519	-	600	750
103-30-4415-0000	<b>POST Training</b>	23,956	25,000	24,000	30,000
103-30-4420-0000	<b>Printing</b>	4,534	3,000	3,000	4,000
103-30-4436-0000	<b>Recruitment</b>	10,922	12,000	13,000	15,000
103-30-4438-0000	<b>Reserve Stipends</b>	-	12,000	-	12,000
103-30-4468-0000	<b>Staff Development</b>	8,875	7,000	8,500	10,000
240-30-4468-0014	<b>Staff Development</b>	18	-	-	-

# Police

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
103-30-4480-0000	Travel & Meetings	4,307	6,150	4,000	6,958
	CA Police Chief's Conference		1,500		1,225
	Ca. Tactical Officers Training		500		-
	Command Officers Association		250		-
	CPCA Legislation Day		-		550
	IACP Conference		-		3,000
	Judicial Council Breakfast		500		-
	LACPCA Conference		-		633
	Liebert, Cassidy, Whitmore Employment Law Conference		400		550
	Local Meetings		500		350
	San Marino Day Out		2,500		-
	SGVPCA Conference		-		650
103-30-4492-0000	Uniforms	314	-	-	-
103-30-4492-0003	Uniforms-PERSable	3,906	5,000	4,000	4,000
103-30-4492-0004	Uniforms Safety	5,805	10,000	10,000	10,000
103-30-4500-4950	Utilities-Natural Gas	419	350	700	500
103-30-4500-9025	Utilities-Telecommunications	18,814	16,000	15,329	16,000
103-30-4508-0000	Vehicle Repair & Maintenance	91,227	105,000	83,500	95,000
	Fuel		75,000		65,000
	Maintenance		20,000		20,000
	Motorcycle Maintenance		5,000		5,000
	Parts		5,000		5,000
595-30-4356-0000	Workers' Comp Premium	30,308	45,236	45,236	37,349
103-30-4950-0001	Equipment Cost Allocation	90,077	95,000	95,000	95,000
	<b>Total Services &amp; Supplies</b>	<b>812,834</b>	<b>850,195</b>	<b>816,419</b>	<b>820,245</b>
394-30-4600-XXXX	Remove & Remodel Holding Cells				45,000
394-30-4600-XXXX	Upgrade/Remodel Police Facility				15,000
394-30-4600-XXXX	Bathroom Repair/Upgrades				5,000
	<b>Total Capitalized Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>65,000</b>
	<b>Total Expenditures</b>	<b>5,948,459</b>	<b>6,337,767</b>	<b>6,184,316</b>	<b>6,549,577</b>

## Fire

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Budget Summary</b>					
<b>Sources by Type:</b>					
<b>Non-Department Generated:</b>					
	Unrestricted Funds	2,345,391	2,951,133	3,099,085	3,050,890
	Public Safety Taxes	1,887,790	1,862,784	1,862,784	1,909,780
	Intergovernmental Funds	90,682	76,800	76,800	80,000
		<u>4,323,864</u>	<u>4,890,717</u>	<u>5,038,669</u>	<u>5,040,670</u>
		-	-	-	-
<b>Department Generated Funds:</b>					
	Charges For Service	1,212,115	1,095,000	972,100	944,100
	Intergovernmental Funds	34,346	125,000	198,111	100,000
		<u>1,246,460</u>	<u>1,220,000</u>	<u>1,170,211</u>	<u>1,044,100</u>
		-	-	-	-
	<b>Total Sources</b>	<u>5,570,324</u>	<u>6,110,717</u>	<u>6,208,880</u>	<u>6,084,770</u>
<b>Uses by Type:</b>					
	Personnel	4,999,604	5,434,388	5,505,302	5,414,794
	Services & Supplies	570,720	605,329	632,231	669,976
	Capital Outlay	-	71,000	71,347	-
	<b>Total Uses</b>	<u>5,570,324</u>	<u>6,110,717</u>	<u>6,208,880</u>	<u>6,084,770</u>
		-	-	-	-
	<b>Cost Recovery</b>	22%	20%	19%	17%
<b>Expenditures by Fund:</b>					
		-	-	-	-
103	Public Safety Fund	4,737,698	5,322,562	5,235,386	5,266,425
104	4th of July Fund	1,704	2,550	2,991	3,044
224	Assistance to Firefighters Grant Fund	-	-	-	-
240	State Homeland Security Grant Fund	4,332	-	-	-
281	Donations Fund	4,909	12,000	11,850	4,500
394	Capital Project Fund	-	71,000	71,347	-
401	Debt Service Fund	449,864	470,872	470,872	486,760
595	Workers' Compensation Fund	371,818	231,733	416,433	324,042
	<b>Total Expenditures</b>	<u>5,570,324</u>	<u>6,110,717</u>	<u>6,208,880</u>	<u>6,084,770</u>
		-	-	-	-
	Original Budget		6,112,716		
	Amendments		(1,999)		
	Amended Budget		<u>6,110,717</u>		
<b>Staffing History:</b>					
	San Marino Fire Chief	0.30	0.30	0.30	0.30
	San Gabriel Fire Chief	0.30	0.30	0.30	0.30
	San Marino Fire Division Chiefs	0.60	0.60	0.60	0.60
	San Gabriel Deputy Chief	0.30	0.30	0.30	0.30
	South Pasadena Deputy Chief	0.30	0.30	0.30	0.30
	San Gabriel Division Chief	0.60	0.60	0.60	0.60
	Fire Captains	3.00	3.00	3.00	3.00
	Administrative Assistant	1.00	1.00	1.00	1.00
	Firefighter/Paramedic	11.50	13.00	12.00	12.00
	Engineer	3.00	3.00	3.00	3.00
	<b>Total FTEs</b>	<u>20.90</u>	<u>22.40</u>	<u>21.40</u>	<u>21.40</u>

# Fire

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
<b>Budget Detail</b>					
<b>Revenues:</b>					
103-34-3315-0000	Shared Fire Command Revenue	691,084	600,000	506,000	500,000
103-34-3316-0000	Outside Services	-	5,000	6,100	6,100
103-34-3330-0000	Fire Fees	86,743	70,000	35,000	9,000
103-34-3332-0000	Paramedic Service Fees	434,288	420,000	425,000	429,000
103-34-3202-2725	GEMT Reimbursement	4,636	50,000	29,412	25,000
103-34-3328-0000	Strike Team Reimbursements	29,710	75,000	168,699	75,000
		<u>1,246,460</u>	<u>1,220,000</u>	<u>1,170,211</u>	<u>1,044,100</u>
<b>Expenditures:</b>					
103-34-4001-0000	Full Time Salaries	2,298,541	2,646,731	2,296,932	2,503,703
103-34-4002-0000	Part Time Wages	36,871	-	-	-
103-34-4003-0000	Shared Fire Command	461,828	350,000	400,000	450,000
103-34-4004-0000	Overtime	390,137	232,890	438,890	183,000
103-34-4004-0003	Overtime-Strike Teams	-	75,000	126,769	75,000
103-34-4006-0000	Medicare	37,084	44,521	35,976	44,111
103-34-4008-6050	PARS Retirement	1,017	-	-	-
103-34-4008-6160	Retirement - PERS	635,280	1,076,924	909,499	1,045,396
	Normal Cost				462,150
	UAL 20 Year Payoff				583,246
103-34-4010-0000	Cafeteria Benefit	251,535	331,200	319,200	280,800
103-34-4011-0000	Technology Allowance	13,714	14,400	14,400	14,400
103-34-4013-0000	Uniform Allowance	1,027	1,000	1,000	1,000
103-34-4014-0000	Unemployment Insurance	-	-	-	-
103-34-4015-0000	Worker's Comp. 4850 Pay	96,327	-	115,772	65,069
401-34-4999-0000	Debt Service	449,864	470,872	470,872	486,760
104-34-4004-0000	Fire Overtime (4th of July)	1,523	2,500	2,722	3,000
104-34-4006-0000	Medicare	21	50	36	44
104-34-4010-0000	Cafeteria Benefits	160	-	233	-
240-34-4004-0000	Overtime-SHSG	4,332	-	-	-
595-34-4015-0001	Workers' Comp Current Employees	155,493	150,000	358,000	186,862
595-34-4015-0002	Workers' Comp Past Employees	164,849	38,300	15,000	75,649
<b>Total Personnel</b>		<u>4,999,604</u>	<u>5,434,388</u>	<u>5,505,302</u>	<u>5,414,794</u>
103-34-4150-0000	Other Contract Services	151,503	152,691	152,691	188,116
	ePCR		3,700		4,100
	Alhambra Training Facility		4,900		4,998
	Computer Network/Technical Maintenance		14,000		14,000
	Copy Machine		2,500		2,550
	Deployment Study		-		20,000
	Nurse Educator		21,950		22,389
	OSHA & DMV Required Physical Examinations		5,000		5,000
	Santa Ana Fitness		2,900		2,958
	Software Programs (Filemaker, Edge, SCBA, Westnet)		3,500		8,500
	Verdugo Fire Communications Center		62,890		71,446
	Whitman Ambulance Billing		31,351		32,175

## Fire

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
103-34-4204-0000	Books & Periodicals	109	400	400	400
103-34-4206-0000	Building Repair & Maintenance	33,899	34,500	36,500	24,500
	Station Maintenance		22,500		24,500
	Carpet Replacement		8,000		-
	Sub-Floor Replacement		4,000		-
103-34-4308-0000	Equipment Rental	315	500	500	500
103-34-4316-0000	Equipment Repair & Maintenance	7,082	8,900	8,611	8,900
	Ground Ladder Testing		1,500		1,500
	Bathroom Repair		-		13,020
	Interior Paint		-		2,240
	Miscellaneous Equipment		4,400		4,400
	Safety Equipment Cleanning & Repairs		3,000		3,000
595-34-4356-0000	Workers' Comp Premium	51,476	43,433	43,433	61,530
103-34-4376-0000	Materials & Supplies	30,113	35,250	39,750	35,455
	Absorbal		500		500
	Audio/Video/Photo Supplies		250		250
	Mt. San Antonio College Student Co-Op		500		-
	Class A Foam		3,000		3,000
	Emergency Response Medical Supplies for Ambulance		23,000		23,705
	Office Supplies		3,000		3,000
	Oxygen		2,000		2,000
	Public Education Supplies		1,000		1,000
	Emergency Reporting Service		2,000		2,000
281-34-4376-0000	Materials & Supplies	2,909	7,500	7,350	4,500
	CERT Supplies		2,500		-
	Housewares		5,000		4,500
103-34-4396-0000	Memberships & Dues	2,684	3,255	2,705	3,255
	California Fire Chiefs' Association (CFCA)		250		250
	CFCA Fire Prevention Officers' Association		150		150
	Community Meetings		1,305		1,305
	LA Area Fire Chiefs' Association		1,225		1,225
	So Cal Training Officers		50		50
	International Association Of Fire Chiefs		275		275
103-34-4398-0000	Mileage	(97)	100	100	100
103-34-4399-0000	Non-capitalized Equipment	4,960	6,000	5,900	22,920
	Thermal Imaging Cameras (2)		-		8,720
	Fire Investigation Equipment		-		3,800
	Computer Equip(desktop, IPADS,Hot Spots)		-		4,400
	Fire Hose & Equipment		6,000		6,000
281-34-4399-0000	Non-Capitalized Equipment	2,000	4,500	4,500	-
	CERT Trailer		4,500		-

## Fire

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
103-34-4401-0000	Outside Services	6,073	5,000	6,090	6,100
103-34-4420-0000	Printing	201	500	480	500
103-34-4436-0000	Recruitment	8,116	7,000	12,860	8,100
103-34-4452-0000	Small Tools	568	500	500	500
103-34-4468-0000	Staff Development	10,849	14,000	13,890	14,000
	CFSTES - Leadership Training		9,000		9,000
	Target Solutions		2,000		2,000
	Paramedic License Fees		3,000		3,000
103-34-4480-0000	Travel & Meetings	2,096	2,700	2,500	2,700
	Fire Chief Meetings		1,200		1,200
	State Fire Symposium		1,500		1,500
103-34-4492-0000	Uniforms	4,757	-	-	-
103-34-4492-0003	Uniforms-PERSable	6,935	7,400	7,750	7,400
103-34-4492-0004	Uniforms-Safety	16,552	17,500	17,500	17,500
103-34-4500-4950	Utilities-Natural Gas	1,427	2,000	1,600	1,500
103-34-4500-9025	Utilities-Telecommunications	4,382	2,800	5,600	5,600
103-34-4508-0000	Vehicle Repair & Maintenance	55,919	48,900	61,021	55,900
	Fuel		25,400		25,000
	Vehicle Repairs		22,500		29,900
	Old #1 Repairs		1,000		1,000
103-34-4950-0001	Equipment Cost Allocation	165,893	200,000	200,000	200,000
	<b>Total Services &amp; Supplies</b>	<b>570,720</b>	<b>605,329</b>	<b>632,231</b>	<b>669,976</b>
224-34-4600-2420	Construction-Fire Station Sprinklers	-	-	-	-
394-34-4600-2420	Construction-Fire Sprinklers	-	-	-	-
394-34-4600-2885	Construction-Plimo Vent System	-	71,000	71,347	-
	<b>Total Capitalized Expenditures</b>	<b>-</b>	<b>71,000</b>	<b>71,347</b>	<b>-</b>
	<b>Total Expenditures</b>	<b>5,570,324</b>	<b>6,110,717</b>	<b>6,208,880</b>	<b>6,084,770</b>
*Revenue 103-34-3315-0000	Shared Fire Command	691,084	600,000	506,000	500,000
	*Net Shared Fire Command	229,257	250,000	106,000	50,000

# Emergency Services

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
<b>Budget Summary</b>					
<b>Sources by Type:</b>					
<b>Non-Department Generated:</b>					
Unrestricted Funds		41,698	72,580	61,388	58,680
<b>Total Sources</b>		41,698	72,580	61,388	58,680
<b>Uses by Type:</b>					
Personnel		-	-	-	-
Services & Supplies		41,698	43,580	45,388	58,680
Capital Outlay		-	29,000	16,000	-
<b>Total Uses</b>		41,698	72,580	61,388	58,680
<b>Cost Recovery</b>		0%	0%	0%	0%
<b>Expenditures by Fund:</b>					
101	General Fund	41,698	43,580	45,388	58,680
394	Capital Projects Fund	-	29,000	16,000	-
<b>Total Expenditures</b>		41,698	72,580	61,388	58,680
Original Budget			58,080		
Amendments			14,500		
Amended Budget			72,580		

## Emergency Services

Budget Detail		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Expenditures:</b>					
101-36-4150-0000	Other Contract Services	9,620	9,620	9,620	19,620
	Disaster Plan		-		10,000
	Emergency Notification Contract		9,620		9,620
101-36-4316-0000	Equipment Repair & Maintenance	11,317	12,000	11,932	12,000
	Emergency Generator		2,500		2,500
	Radio repair / Narrowbanding		7,500		7,500
	Fire Extinguisher Service		2,000		2,000
101-36-4376-0000	Materials & Supplies	7,845	9,900	9,750	9,900
	Replace emergency supply cache (food, water, batteries)		4,000		4,000
	Misc. Supplies		1,500		1,500
	CERT		4,400		4,400
101-36-4396-0000	Memberships & Dues	260	260	260	260
	CA Emergency Services Assoc.		75		75
	International Assoc. of Emergency Mgrs.		185		185
101-36-4399-0000	Non-capitalized Equipment	4,814	5,000	4,850	9,000
	Radios		5,000		9,000
101-36-4468-0000	Staff Development	2,335	2,000	1,976	2,000
101-36-4500-9025	Utilities-Telecommunications	5,507	4,800	7,000	5,900
	Satellite Phone Service		750		750
	EOC Phone Service		2,950		3,450
	Cell Phone Service		600		600
	Repairs		500		1,100
	<b>Total Services &amp; Supplies</b>	<b>41,698</b>	<b>43,580</b>	<b>45,388</b>	<b>58,680</b>
394-36-4600-0000	Capital Projects Fund	-	29,000	16,000	-
	Generator Hookup to Library (Alternative EOC)		29,000		
	<b>Total Capitalized Expenditures</b>	<b>-</b>	<b>29,000</b>	<b>16,000</b>	<b>-</b>
	<b>Total Expenditures</b>	<b>41,698</b>	<b>72,580</b>	<b>61,388</b>	<b>58,680</b>

# Public Works Summary

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Budget Summary</b>					
<b>Sources by Type:</b>					
<b>Non-Department Generated:</b>					
	Unrestricted Funds	5,677,346	8,547,386	8,106,882	3,740,956
	Intergovernmental	9,287	1,757,472	1,689,522	642,349
		<u>5,686,632</u>	<u>10,304,858</u>	<u>9,796,404</u>	<u>4,383,305</u>
<b>Department Generated:</b>					
	Licenses & Permits	60,729	62,000	80,000	80,000
	Rents & Concessions	69,892	55,000	50,000	55,000
	Intergovernmental	1,583,301	1,344,118	1,361,138	642,349
	Miscellaneous Revenues	20,715	20,500	20,250	20,250
		<u>1,734,637</u>	<u>1,481,618</u>	<u>1,511,388</u>	<u>797,599</u>
	<b>Total Sources</b>	<u>7,421,269</u>	<u>11,786,476</u>	<u>11,307,792</u>	<u>5,180,904</u>
<b>Uses by Type:</b>					
	Personnel	1,444,759	1,681,323	1,510,172	1,708,837
	Services & Supplies	1,450,229	2,048,412	2,115,539	1,647,218
	Capital Outlay	4,526,281	8,056,741	7,682,081	1,824,849
	<b>Total Uses</b>	<u>7,421,269</u>	<u>11,786,476</u>	<u>11,307,792</u>	<u>5,180,904</u>
	<b>Cost Recovery</b>	23.4%	12.6%	13.4%	15.4%
<b>Expenditures by Fund:</b>					
101	General Fund	2,827,649	3,699,642	3,591,098	3,350,548
104	4th of July Fund	6,466	6,466	3,987	3,550
202	Gas Tax Fund	821,132	39,118	39,118	524,654
204	CDBG Fund	-	175,000	90,030	-
207	Prop. A Transit Fund	-	75,000	75,000	-
213	STPL Fund	52,509	-	-	16,367
214	TDA Fund	34,581	-	-	3,314
215	Prop. C Transit Fund	373,500	1,045,000	1,045,000	73,511
221	Used Oil Grant	34,407	6,354	6,354	-
236	Windstorm Tree Grant Fund	4,201	-	-	-
241	Safe Routes to School Fund	9,287	7,000	7,000	-
243	Measure R Fund	296,839	260,000	277,020	24,503
244	Prop. 1B	540	-	-	-
247	SCAG Grant Fund	-	150,000	150,000	-
281	Donations Fund	1,047	118,768	118,768	1,050
394	Capital Projects Fund	2,952,290	6,197,833	5,891,123	1,182,500
595	Workers' Compensation Fund	6,823	6,294	13,294	214
	<b>Total Expenditures</b>	<u>7,421,269</u>	<u>11,786,476</u>	<u>11,307,792</u>	<u>5,180,211</u>
		-	-	-	(694)
<b>Revenues:</b>					
101-48-3152-0000	Street & Curb Permit Fees	60,729	62,000	80,000	80,000
101-40-3502-0000	Rental Fees-Public Works	7,210	5,000	5,000	5,000
101-50-3502-0000	Rents & Concessions-Park	62,682	50,000	45,000	50,000
101-40-3348-0000	Damage to City Property Reimbs	19,675	20,000	20,000	20,000
101-48-3333-0000	Sales of Street Signs	1,040	500	250	250
		<u>151,336</u>	<u>137,500</u>	<u>150,250</u>	<u>155,250</u>

# Public Works Summary

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Staffing History:</b>				
Public Works Director	-	1.00	-	1.00
Assistant City Manager	0.50	-	0.50	-
Administrative Analyst	1.00	1.00	1.00	1.00
Public Works Division Manager	1.00	1.00	1.00	1.00
Foreman	3.00	3.00	3.00	3.00
Maintenance Worker III	4.25	4.00	3.33	4.00
Maintenance Worker II	5.00	5.00	4.75	5.00
Maintenance Worker I	1.50	3.00	4.16	3.00
Maintenance Assistant	0.41	0.99	0.78	0.99
Park Attendants	0.55	0.76	0.33	0.76
<b>Total FTEs</b>	<b>17.21</b>	<b>19.75</b>	<b>18.85</b>	<b>19.75</b>
	-	-	-	-

## PW-Administration

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Budget Summary</b>					
<b>Expenditures by Type:</b>					
	Personnel	199,121	274,716	123,185	256,172
	Services & Supplies	141,022	174,918	227,479	178,316
	Capital Outlay	-	6,250	6,250	-
	<b>Total Expenditures</b>	<u>340,142</u>	<u>455,884</u>	<u>356,914</u>	<u>434,488</u>
<b>Expenditures by Fund:</b>					
101	General Fund	326,853	436,874	333,383	430,031
104	4th of July Fund	6,466	6,466	3,987	3,550
394	Capital Projects Fund	-	6,250	6,250	-
595	Workers' Compensation Fund	6,823	6,294	13,294	907
	<b>Total Expenditures</b>	<u>340,142</u>	<u>455,884</u>	<u>356,914</u>	<u>434,488</u>
		-	-	-	-
	Original Budget		442,884		
	Amendments		<u>13,000</u>		
	Amended Budget		<u>455,884</u>		
<b>Staffing History:</b>					
	Public Works Director	-	1.00	-	1.00
	Assistant City Manager	0.50	-	0.50	-
	Administrative Analyst	1.00	1.00	1.00	1.00
	<b>Total FTEs</b>	<u>1.50</u>	<u>2.00</u>	<u>1.50</u>	<u>2.00</u>

## PW-Administration

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Budget Detail</b>					
<b>Expenditures:</b>					
101-40-4001-0000	Full Time Salaries	150,207	211,408	82,000	202,354
101-40-4004-0000	Overtime	110	-	-	-
101-40-4006-0000	Medicare	2,035	3,669	1,000	3,387
101-40-4008-6160	Retirement - PERS	16,096	16,973	8,798	15,681
	Normal Cost				15,681
	UAL 20 Year Payoff				-
101-40-4010-0000	Cafeteria Benefit	18,285	28,800	14,400	28,800
101-40-4011-0000	Technology Allowance	1,200	2,400	-	2,400
101-40-4014-0000	Unemployment Insurance	-	-	1,000	-
104-40-4004-0000	Public Works Overtime	5,967	5,967	3,350	3,500
104-40-4006-0000	Medicare	22	22	45	50
104-40-4010-0000	Cafeteria Benefits	477	477	592	-
595-40-4015-0001	Workers' Comp Current Employee	3,621	5,000	-	-
595-40-4015-0002	Workers' Comp Past Employees	1,102	-	12,000	-
	<b>Total Personnel</b>	<b>199,121</b>	<b>274,716</b>	<b>123,185</b>	<b>256,172</b>
101-40-4104-0000	Contract Engineering Services	70,602	67,000	140,000	88,000
	Traffic Engineering		38,000		38,000
	Supplemental Engineering		4,000		25,000
	General Engineering		25,000		25,000
101-40-4150-0000	Other Contract Services	20,339	57,119	36,180	36,184
	Christmas Light Installation		3,000		3,000
	Janitorial services		1,519		3,984
	Computer Network/Technical Maintenance		6,000		6,000
	GIS		15,000		15,000
	Laundry (Towels & Mats)		8,200		8,200
	PW Director Recruitment		13,000		-
	Interim PW Director		10,400		-
101-40-4206-0000	Building Repair & Maintenance	16,678	10,290	10,290	10,290
101-40-4260-0000	Damage to City Property Repair	17,834	20,000	20,000	20,000
101-40-4316-0000	Equipment Repair & Maintenance	530	1,000	1,000	1,000
595-40-4356-0000	Workers' Comp Premiums	2,100	1,294	1,294	907
101-40-4376-0000	Materials & Supplies	2,366	2,000	2,500	2,000

## PW-Administration

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
101-40-4396-0000	Memberships & Dues	160	1,180	1,180	1,165
	American Public Works Assoc.		400		-
	IMSATCSA		680		680
	MSA		-		400
	Municipal Management Assoc. of So. Cal.		100		85
101-40-4398-0000	Mileage	-	200	200	200
101-40-4399-0000	Non-Capital Equipment	2,489	1,500	1,500	5,000
	Computer Upgrades		1,500		5,000
101-40-4480-0000	Travel & Meetings	1,241	1,550	1,550	1,550
101-40-4468-0000	Staff Development	-	3,765	3,765	3,765
101-40-4492-0003	Uniforms-PERSable	2,367	3,000	3,000	3,100
101-40-4492-0004	Uniforms-Safety	3,974	4,500	4,500	4,635
101-40-4500-9025	Utilities-Telecommunications	342	520	520	520
	<b>Total Services &amp; Supplies</b>	<u>141,022</u>	<u>174,918</u>	<u>227,479</u>	<u>178,316</u>
394-40-4600-5501	Office Improvements	-	6,250	6,250	-
	<b>Total Capitalized Expenditures</b>	<u>-</u>	<u>6,250</u>	<u>6,250</u>	<u>-</u>
	<b>Total Expenditures</b>	<u>340,142</u>	<u>455,884</u>	<u>356,914</u>	<u>434,488</u>

## Garage

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
<b>Budget Summary</b>					
<b>Expenditures by Type:</b>					
	Personnel	167,248	161,640	183,199	193,310
	Services & Supplies	26,443	33,375	43,260	28,930
	Capital Outlay	-	-	-	-
	<b>Total Expenditures</b>	<u>193,691</u>	<u>195,015</u>	<u>226,459</u>	<u>222,240</u>
<b>Expenditures by Fund:</b>					
101	General Fund	193,691	195,015	226,459	222,240
	<b>Total Expenditures</b>	<u>193,691</u>	<u>195,015</u>	<u>226,459</u>	<u>222,240</u>
	Original Budget		195,015		
	Amendments		-		
	Amended Budget		<u>195,015</u>		
<b>Staffing History:</b>					
	Shop Foreman	1.00	1.00	1.00	1.00
	Maintenance Worker III	1.00	1.00	1.00	1.00
	<b>Total FTEs</b>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>

## Garage

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Budget Detail</b>					
<b>Expenditures:</b>					
101-42-4001-0000	Full Time Salaries	130,824	115,129	130,084	137,940
101-42-4004-0000	Overtime	1,152	128	2,000	3,460
101-42-4006-0000	Medicare	235	-	1,019	898
101-42-4008-6160	Retirement - PERS	13,708	22,183	25,896	26,812
	Normal Cost				13,206
	UAL 20 Year Payoff				13,606
101-42-4010-0000	Cafeteria Benefit	21,129	24,000	24,000	24,000
101-42-4013-0000	Uniform Allowance	201	200	200	200
	<b>Total Personnel</b>	<b>167,248</b>	<b>161,640</b>	<b>183,199</b>	<b>193,310</b>
101-42-4150-0000	Other Contract Services	6,213	7,000	6,000	6,500
	Clarifier Cleaning		2,000		2,000
	Disposal of Oil Filters		1,500		1,000
	Gas Tank Monitoring & Testing		3,500		3,500
101-42-4204-0000	Books & Periodicals	1,635	1,650	1,635	1,635
101-42-4316-0000	Equipment Repair & Maintenance	6,188	7,500	18,400	7,795
	Misc. Repairs & Maintenance		3,000		2,700
	AQMD/County Requirements		2,000		4,300
	Annual Monitor Cert.		2,500		795
101-42-4376-0000	Materials & Supplies	3,181	3,700	3,700	3,700
	Misc. Items (soaps, paints, hoses, fittings, etc.)		2,000		2,000
	Oil and Grease Absorbent		700		700
	Welding Supplies		1,000		1,000
101-42-4399-0000	Non-Capitalized Equipment	-	4,225	4,225	-
	Parts Washer		2,180		-
	Diagnostic Scanner		2,045		-
101-42-4452-0000	Small Tools	1,978	2,000	2,000	2,000
101-42-4508-0000	Vehicle Repair & Maintenance	281	300	300	300
101-42-4950-0001	Equipment Cost Allocation	6,967	7,000	7,000	7,000
	<b>Total Services &amp; Supplies</b>	<b>26,443</b>	<b>33,375</b>	<b>43,260</b>	<b>28,930</b>
394-42-4600-xxxx	Gas Tank Upgrades	-	-	-	25,000
	<b>Total Expenditures</b>	<b>193,691</b>	<b>195,015</b>	<b>226,459</b>	<b>222,240</b>

## Sewer & Stormdrain

	2014-15 Actual	2015-16 Budget	2015-16 Estimated & Carryovers	2016-17 Requested
<b>Budget Summary</b>				
<b>Expenditures by Type:</b>				
Personnel	-	-	-	-
Services & Supplies	352,045	462,221	442,791	430,040
Capital Outlay	74,671	75,000	75,000	100,000
<b>Total Expenditures</b>	<b>426,716</b>	<b>537,221</b>	<b>517,791</b>	<b>530,040</b>
<b>Expenditures by Fund:</b>				
101 General Fund	317,638	455,867	436,437	430,040
221 Used Oil Grant	34,407	6,354	6,354	-
394 Capital Projects Fund	74,671	75,000	75,000	100,000
<b>Total Expenditures</b>	<b>426,716</b>	<b>537,221</b>	<b>517,791</b>	<b>530,040</b>
Original Budget		479,437		
Amendments		57,784		
Amended Budget		<b>537,221</b>		

## Sewer & Stormdrain

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated & Carryovers	Requested
<b>Budget Detail</b>					
<b>Expenditures:</b>					
101-44-4104-0000	Contracted Engineering NPDES	15,434	18,000	16,000	16,000
101-44-4106-5170	Contract Legal Svc.s-NPDES	13,097	6,000	5,000	5,000
101-44-4150-0000	Other Contract Services	138,227	159,510	143,080	192,360
	CIMP		16,430		-
	Debris Basin Cleaning		6,000		56,000
	Pest Control		4,000		4,000
	Pump station repair & maintenance		6,000		6,000
	Mission Wash Debris Removal & Inspection (Amendment)		4,400		-
	Sewer Cleaning and Maintenance/Trouble Spot Cleaning		122,680		126,360
101-44-4150-5170	Other Contract Services-NPDES	11,433	50,357	50,357	29,935
	Public Education		1,500		1,500
	TMDL Study (Bacteria) (Partial Amend.)		1,688		-
	TMDL Coordinated Monitoring Plan(Amend.)		24,525		-
	Rio Hondo Channel LOAD Reduction Bacteria Study		19,547		-
	Harbor Toxic Poll		-		1,300
	ULAR CIMP		-		17,393
	LA River Watershed		-		5,600
	Gateway Water Management Authority		992		992
	Metals TMDL Gateway COG		2,105		2,150
101-44-4150-9020	Contracted Street Sweeping	127,950	135,000	135,000	135,000
101-44-4399-0000	Non-Capitalized Equipment	-	40,000	40,000	40,000
	NPDES Remediation Measures		40,000		40,000
101-44-4399-3350	Non-Capitalized Equipment	-	35,000	35,000	-
	NPDES Remediation Measures (Park Loop)		35,000		-
221-44-4399-0000	Non-Capitalized Equipment	34,407	6,354	6,354	-
101-44-4460-5170	Special Expenses-NPDES	10,828	11,300	11,300	11,045
	County Storm Water Fees		9,000		8,957
	Annual Waste Discharge Fee		2,300		2,088
101-44-4950-0001	Equipment Cost Allocation	668	700	700	700
	<b>Total Services &amp; Supplies</b>	<u>352,045</u>	<u>462,221</u>	<u>442,791</u>	<u>430,040</u>
394-44-4600-8020	Sewer/Storm Drain Replacement	74,671	75,000	75,000	100,000
	<b>Total Capitalized Expenditures</b>	<u>74,671</u>	<u>75,000</u>	<u>75,000</u>	<u>100,000</u>
	<b>Total Expenditures</b>	<u><u>426,716</u></u>	<u><u>537,221</u></u>	<u><u>517,791</u></u>	<u><u>530,040</u></u>

## Street

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated & Carryovers	Requested
<b>Budget Summary</b>					
<b>Expenditures by Type:</b>					
	Personnel	481,164	572,230	524,977	574,985
	Services & Supplies	320,814	684,424	713,853	432,112
	Capital Outlay	4,366,338	7,105,358	6,811,060	1,711,349
	<b>Total Expenditures</b>	<b>5,168,317</b>	<b>8,362,011</b>	<b>8,049,890</b>	<b>2,718,446</b>
<b>Expenditures by Fund:</b>					
101	General Fund	783,382	1,249,654	1,231,830	1,007,097
202	Gas Tax Fund	821,132	39,118	39,118	524,654
204	CDBG Fund	-	175,000	90,030	-
207	Prop. A Transit Fund	-	75,000	75,000	-
213	STPL Fund	52,509	-	-	16,367
214	TDA Fund	34,581	-	-	3,314
215	Prop. C Transit Fund	373,500	1,045,000	1,045,000	73,511
241	Safe Routes to School Fund	9,287	7,000	7,000	-
243	Measure R Fund	296,839	260,000	277,020	24,503
244	Prop. 1B	540	-	-	-
247	SCAG Grant Fund	-	150,000	150,000	-
394	Capital Projects Fund	2,796,548	5,361,240	5,134,892	1,069,000
	<b>Total Expenditures</b>	<b>5,168,317</b>	<b>8,362,011</b>	<b>8,049,890</b>	<b>2,718,446</b>
	Original Budget		4,991,750		
	Amendments		3,370,261		
	Amended Budget		<u>8,362,011</u>		
<b>Staffing History:</b>					
	Public Works Division Manager	0.50	0.50	0.50	0.50
	Foreman	1.00	1.00	1.00	1.00
	Maintenance Worker III	1.25	2.00	1.33	2.00
	Maintenance Worker II	1.00	1.00	1.00	1.00
	Maintenance Worker I	1.25	2.00	3.00	2.00
	Maintenance Assistant	-	0.44	0.33	0.44
	<b>Total FTEs</b>	<b>5.00</b>	<b>6.94</b>	<b>7.16</b>	<b>6.94</b>

# Street

	2014-15	2015-16	2015-16	2016-17
	Actual	Budget	Estimated & Carryovers	Requested

## Budget Detail

### Expenditures:

101-48-4001-0000	Full Time Salaries	334,886	391,949	341,358	388,163
101-48-4002-0000	Part Time Wages	741	16,296	22,823	16,296
101-48-4004-0000	Overtime	14,600	6,875	6,875	10,622
101-48-4006-0000	Medicare	5,368	6,019	5,337	6,140
101-48-4008-6050	Retirement-PARS	28	611	856	611
101-48-4008-6160	Retirement - PERS	42,973	68,830	66,078	71,503
	Normal Cost				33,109
	UAL 20 Year Payoff				38,394
101-48-4010-0000	Cafeteria Benefit	68,004	79,200	79,200	79,200
101-48-4011-0000	Technology Allowance	1,498	1,800	1,800	1,800
101-48-4013-0000	Uniform Allowance	652	650	650	650
243-48-4002-0000	Part Time Wages	11,800	-	-	-
243-48-4006-0000	Medicare	171	-	-	-
243-48-4008-6050	Retirement-PARS	443	-	-	-
243-48-4008-6160	Retirement-PERS	-	-	-	-
	<b>Total Personnel</b>	481,164	572,230	524,977	574,985
101-48-4150-0000	Other Contract Services	68,245	121,755	115,000	95,000
	Address Repainting Citywide		-		5,500
	GIS Street Maintenance		-		7,500
	Pavement Management Plan		51,755		-
	Signal Maintenance		70,000		75,000
	Speed Awareness Sign Programming		-		7,000
241-48-4150-0000	Other Contract Services	6,183	7,000	7,000	-
	Speed Awareness Sign Programming		7,000		-
101-48-4316-0000	Equipment Repair & Maintenance	1,333	3,000	3,000	43,000
	Miscellaneous				3,000
	Signal Sheild Maintenance				40,000
101-48-4376-0000	Materials & Supplies	91,021	132,039	140,000	140,200
	Asphalt Materials (Hot and Cold Mix)		9,053		10,000
	Cement Materials, Forms and Miscellaneous Items		52,986		53,000
	L.A. County Sanitation District		1,000		1,000
	LED Lights		-		22,200
	Sand Bags		-		5,000
	Street and Traffic Signs, Posts and Hardware		41,000		21,000
	Street Light Switches, Poles, Bulbs, Ballasts and Misc. Items		18,500		18,500
	Street Paints, Glass Beads and Pavement Markers		9,500		9,500
101-48-4376-9242	Traffic Commission Enhancements	-	10,000	10,000	5,000
101-48-4396-0000	Memberships & Dues	275	-	-	-
	Maintenance Supts. Assoc.		-		-
	Traffic Control Supervisors Association		-		-
101-48-4399-0000	Non-Capitalized Equipment	600	947	1,040	-
	Tablet		-		-
101-48-4452-0000	Small Tools	1,196	1,000	1,000	1,000

## Street

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated & Carryovers	Requested
101-48-4480-0000	Travel & Meetings Maintenance Superintendent Assoc. Conference	1,850	-	-	-
101-48-4500-1980	Utilities-Electricity	84,304	345,163	373,163	84,000
101-48-4500-9025	Utilities-Telecommunications	781	520	650	912
101-48-4508-0000	Vehicle Repair & Maintenance	22,314	25,000	25,000	25,000
	Fluids		3,200		3,200
	Fuel		15,800		15,800
	Lubricants		2,000		2,000
	Maintenance		2,000		2,000
	Misc. Parts		2,000		2,000
101-48-4950-0001	Equipment Cost Allocation	42,714	38,000	38,000	38,000
<b>Total Services &amp; Supplies</b>		<b>320,814</b>	<b>684,424</b>	<b>713,853</b>	<b>432,112</b>
202-48-4600-0778	Construction-Circle Dr. Bridge	765	26,235	26,235	-
202-48-4600-3852	Lorain St. Rehab.	266,273	-	-	-
202-48-4600-4185	Monterey St. Rehab.	10,009	-	-	-
202-48-4600-9507	Winston Street Rehab.	191,694	-	-	-
394-48-4600-9507	Winston Street Rehab. Homet to Robles	-	350,000	350,000	-
204-48-4600-0100	ADA Sidewalk Improvements	-	175,000	90,030	-
213-48-4600-5060	Oak Knoll/Monterey Intersection	52,509	-	-	-
215-48-4600-2877	Huntington Drive Street Rehab.	200,561	-	-	-
243-48-4600-2877	Huntington Dr. Rehab SM Ave/DM	-	-	17,020	-
241-48-4600-6153	Construction-SR@S	3,104	-	-	-
243-48-4600-5060	NW Traffic Calming	40,425	-	-	-
394-48-4600-9270	Street Re-Striping	13,872	211,128	111,814	-
<b>All Funds</b>	<b>Rehabilitation-Various Streets</b>	<b>1,007,034</b>	<b>741,244</b>	<b>741,244</b>	<b>1,142,349</b>
202-48-4600-9271	Rehabilitation-Various Streets	-	-	-	524,654
213-48-4600-9271	Rehabilitation-Various Streets	-	-	-	16,367
214-48-4600-9271	Rehabilitation-Various Streets	-	-	-	3,314
215-48-4600-9271	Rehabilitation-Various Streets	-	-	-	73,511
243-48-4600-9271	Rehabilitation-Various Streets	-	-	-	24,503
394-48-4600-9271	Rehabilitation-Various Streets	1,007,034	741,244	741,244	500,000
394-48-4600-9272	Sidewalk Repair	141,007	150,000	150,000	-
394-48-4600-0130	Allen/Orlando Street Imprvmts.	14,300	421,221	294,187	-
394-48-4600-9000	St. Lt. Conversn	1,620,335	1,166,743	1,166,743	500,000

# Street

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated & Carryovers	Requested
<b>All Funds</b>	<b>Huntington Dr. Westbound-San Gabriel to Winstc</b>	<b>517,357</b>	-	-	-
202-48-4600-2881	Huntington Dr. Westbound-San Gabriel to Winston	65,297	-	-	-
213-48-4600-2881	Huntington Dr. Westbound-San Gabriel to Winston	-	-	-	-
214-48-4600-2881	Huntington Dr. Westbound-San Gabriel to Winston	34,581	-	-	-
215-48-4600-2881	Huntington Dr. Westbound-San Gabriel to Winston	172,938	-	-	-
243-48-4600-2881	Huntington Dr. Westbound-San Gabriel to Winston	244,000	-	-	-
244-48-4600-2881	Huntington Dr. Westbound-San Gabriel to Winston	540	-	-	-
394-48-4600-2016	Slurry Seal Various Streets	-	200,000	200,000	-
202-48-4600-7225	Santa Anita from Robles Northbound to City Limit	287,093	12,883	12,883	-
394-48-4600-7225	Santa Anita from Robles Northbound to City Limit	-	330,054	330,054	-
394-48-4600-1986	El Molino From Hunington to Old Mill	-	700,000	700,000	-
<b>All Funds</b>	<b>Huntington Dr. WB Winston to Virginia</b>	-	<b>810,000</b>	<b>810,000</b>	-
394-48-4600-2882	Huntington Dr. WB Winston to Virginia	-	340,000	340,000	-
215-48-4600-2882	Huntington Dr. WB Winston to Virginia	-	210,000	210,000	-
243-48-4600-2882	Huntington Dr. WB Winston to Virginia	-	260,000	260,000	-
394-48-4600-7921	Stratford Road from Oxford to SM Ave.	-	70,000	70,000	-
394-48-4600-9361	Virginia from Circle to Oak Grove Overlay	-	175,000	175,000	-
207-48-4600-0000	Bus Benches	-	75,000	75,000	-
<b>All Funds</b>	<b>Huntington Dr./SM Ave. Intersection</b>	-	<b>1,490,850</b>	<b>1,490,850</b>	-
215-48-4600-2883	Huntington Dr./SM Ave. Intersection	-	835,000	835,000	-
394-48-4600-2883	Huntington Dr./SM Ave. Intersection	-	505,850	505,850	-
247-48-4600-2883	Huntington Dr./SM Ave. Intersection	-	150,000	150,000	-
394-48-4600-xxxx	Traffic Signal Cabinets	-	-	-	60,000
394-48-4600-xxxx	Los Robles/Mission Traffic Signal Renovation	-	-	-	9,000
<b>Total Capitalized Expenditures</b>		<b>4,366,338</b>	<b>7,105,358</b>	<b>6,811,060</b>	<b>1,711,349</b>
<b>Total Expenditures</b>		<b>5,168,317</b>	<b>8,362,011</b>	<b>8,049,890</b>	<b>2,718,446</b>

## Park

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated & Carryovers	Requested
<b>Budget Summary</b>					
<b>Expenditures by Type:</b>					
	Personnel	343,147	324,788	337,328	336,068
	Services & Supplies	121,569	208,554	203,186	158,450
	Capital Outlay	75,678	721,897	721,681	13,500
	<b>Total Expenditures</b>	<b>540,394</b>	<b>1,255,238</b>	<b>1,262,195</b>	<b>508,018</b>
<b>Expenditures by Fund:</b>					
101	General Fund	463,669	529,364	536,536	493,468
281	Donations Fund	1,047	118,768	118,768	1,050
394	Capital Projects Fund	75,678	607,107	606,891	13,500
	<b>Total Expenditures</b>	<b>540,394</b>	<b>1,255,238</b>	<b>1,262,195</b>	<b>508,018</b>
	Original Budget	-	559,188	-	-
	Amendments	-	696,050	-	-
	Amended Budget	-	<u>1,255,238</u>	-	-
<b>Staffing History:</b>					
	Public Works Division Manager	0.25	0.25	0.25	0.25
	Foreman	1.00	1.00	1.00	1.00
	Maintenance Worker III	-	-	-	-
	Maintenance Worker II	2.00	2.00	1.75	2.00
	Maintenance Worker I	-	-	0.16	-
	Park Attendants	0.55	0.76	0.33	0.76
	Maintenance Assistant	0.41	0.55	0.45	0.55
	<b>Total FTEs</b>	<b>4.21</b>	<b>4.56</b>	<b>3.94</b>	<b>4.56</b>

# Park

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated & Carryovers	Requested
<b>Budget Detail</b>					
<b>Expenditures:</b>					
101-50-4001-0000	Full Time Salaries	226,486	199,680	202,368	207,513
101-50-4002-0000	Part Time Wages	27,495	38,017	38,017	40,022
101-50-4004-0000	Overtime	2,001	2,618	2,618	1,930
101-50-4006-0000	Medicare	3,914	3,545	3,412	3,678
101-50-4008-6050	Retirement PARS	1,003	1,426	144	1,501
101-50-4008-6160	Retirement - PERS	28,333	38,377	44,244	40,299
	Normal Cost				19,830
	UAL 20 Year Payoff				20,469
101-50-4010-0000	Cafeteria Benefit	52,490	39,600	45,000	39,600
101-50-4011-0000	Technology Allowance	1,002	1,200	1,200	1,200
101-50-4013-0000	Uniform Allowance	425	325	325	325
	<b>Total Personnel</b>	<b>343,147</b>	<b>324,788</b>	<b>337,328</b>	<b>336,068</b>
101-50-4150-0000	Other Contract Services	18,114	32,250	24,750	24,750
	Backflow Testing		1,050		1,050
	Electrical Repairs		500		500
	Pest Control		1,400		1,400
	Tree Pruning		20,000		20,000
	Tree Removal		7,500		-
	Playground Inspection/Repairs		1,800		1,800
101-50-4206-0000	Building Repair & Maintenance	9,956	10,000	10,000	10,000
	Routine Building Repairs		2,000		2,000
	Public Restroom Supplies		8,000		8,000
281-50-4206-9400	Bldg Rep & Maint-War Memorial	1,047	1,050	1,050	1,050
101-50-4316-0000	Equipment Repair & Maintenance	349	1,000	1,000	1,000
101-50-4376-0000	Materials & Supplies	13,202	25,700	25,700	25,700
	Irrigation Supplies		5,000		5,000
	Lumber, Fencing, concrete, asphalt & paint		5,000		5,000
	Misc. grounds maintenance supplies		2,000		2,000
	Equipment Rental		700		700
	Pesticides		1,000		1,000
	Fertilizer		1,000		1,000
	Shed Roof Repair		1,000		1,000
	Wood Chips		10,000		10,000
101-50-4399-0000	Non-Capitalized Equipment	1,424	25,076	25,076	1,400
	Aerator		1,500		-
	Auger		1,200		-
	Chain Saws & Hedge Trimmers		1,400		1,400
	Picnic Tables		19,976		-
	Tool Box		1,000		-
281-50-4399-0000	Non-Capitalized Equipment	-	2,928	2,928	-
	Benches		1,178		
	Drinking Fountain		1,750		

## Park

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated & Carryovers	Requested
101-50-4404-0000	Plants	4,410	13,500	13,500	15,500
	Landscape New Restroom Area				3,000
	Floral Displays		3,000		2,000
	Shrubs & Groundcover		3,000		3,000
	Trees		7,500		7,500
101-50-4420-0000	Printing	-	2,500	2,500	2,500
101-50-4452-0000	Small Tools	465	750	750	750
101-50-4480-0000	Travel & Meetings	529	-	132	-
	PAPA Seminars		-		
	Landscape Committee		-		
101-50-4500-4950	Utilities-Natural Gas	395	500	500	500
101-50-4500-9025	Utilities-Telecommunications	1,201	1,300	1,300	1,300
101-50-4500-9460	Utilities-Water	51,812	75,000	75,000	55,000
101-50-4508-0000	Vehicle Repair & Maintenance	4,854	3,000	5,000	5,000
101-50-4950-0001	Equipment Cost Allocation	13,811	14,000	14,000	14,000
	<b>Total Services &amp; Supplies</b>	<b>121,569</b>	<b>208,554</b>	<b>203,186</b>	<b>158,450</b>
281-50-4600-6053	Patrick's Tree	-	114,790	114,790	-
394-50-4600-0000	Playground Rehabilitation	2,607	-	-	-
394-50-4600-3350	Lacy Park Inner Loop Rehabilitation	29,972	246,290	246,074	-
394-50-4600-5875	Parking Lot Improvements	-	100,000	-	-
394-50-4600-7027	Restroom Upgrades	39,403	69,617	169,617	-
394-50-4600-7150	Rose Arbor Repair	2,990	134,950	134,950	-
394-50-4600-5501	Office Improvements	-	6,250	6,250	-
394-50-4600-8251	St. Albans Parking Lot	-	50,000	50,000	-
394-50-4600-9400	Construction-War Memorial	706	-	-	-
394-50-4600-xxxx	Landscape New Restroom Area	-	-	-	5,000
394-50-4600-xxxx	Park Office Sewerline Replacement	-	-	-	8,500
	<b>Total Capitalized Expenditures</b>	<b>75,678</b>	<b>721,897</b>	<b>721,681</b>	<b>13,500</b>
	<b>Total Expenditures</b>	<b>540,394</b>	<b>1,255,238</b>	<b>1,262,195</b>	<b>508,018</b>

## Grounds

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated & Carryovers	Requested
<b>Budget Summary</b>					
<b>Expenditures by Type:</b>					
	Personnel	254,079	347,949	341,483	348,302
	Services & Supplies	488,336	484,920	484,970	419,370
	Capital Outlay	9,594	148,237	68,090	-
	<b>Total Expenditures</b>	<b>752,009</b>	<b>981,106</b>	<b>894,543</b>	<b>767,672</b>
<b>Expenditures by Fund:</b>					
101	General Fund	742,415	832,869	826,453	767,672
236	Windstorm Tree Grant Fund	4,201	-	-	-
394	Capital Projects Fund	5,393	148,237	68,090	-
	<b>Total Expenditures</b>	<b>752,009</b>	<b>981,106</b>	<b>894,543</b>	<b>767,672</b>
	Original Budget		914,369		
	Amendments		66,737		
	Amended Budget		<u>981,106</u>		
<b>Staffing History:</b>					
	Public Works Division Manager	0.25	0.25	0.25	0.25
	Maintenance Worker III	2.00	1.00	1.00	1.00
	Maintenance Worker II	2.00	2.00	2.00	2.00
	Maintenance Worker I	0.25	1.00	1.00	1.00
	<b>Total FTEs</b>	<b>4.50</b>	<b>4.25</b>	<b>4.25</b>	<b>4.25</b>

# Grounds

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated & Carryovers	Requested
<b>Budget Detail</b>					
<b>Expenditures:</b>					
101-52-4001-0000	Full Time Salaries	188,314	242,948	241,898	240,075
101-52-4004-0000	Overtime	5,026	8,407	8,407	6,882
101-52-4006-0000	Medicare	2,932	3,706	3,609	3,636
101-52-4008-6160	Retirement - PERS	22,862	40,263	34,944	45,084
	Normal Cost				21,708
	UAL 20 Year Payoff				23,376
101-52-4010-0000	Cafeteria Benefit	34,223	51,600	51,600	51,600
101-52-4011-0000	Technology Allowance	396	600	600	600
101-52-4013-0000	Uniform Allowance	326	425	425	425
	<b>Total Personnel</b>	<b>254,079</b>	<b>347,949</b>	<b>341,483</b>	<b>348,302</b>
101-52-4150-0000	Other Contract Services	339,630	352,950	352,950	287,600
	Backflow Testing/Repairs		5,000		5,000
	Median Maintenance		96,000		43,000
	Tree Pruning		200,750		200,750
	Tree Removal/Replacement		31,850		31,850
	Median Design		6,000		-
	Digital Maps/Digital Migration		5,000		2,000
	Service Request System (Trees)		3,350		5,000
	Oak Tree Preservation Program		5,000		-
101-52-4204-0000	Books & Periodicals	-	200	200	-
101-52-4316-0000	Equipment Repair & Maintenance	2,854	4,000	4,000	4,000
101-52-4376-0000	Materials & Supplies	12,693	11,500	11,500	11,500
	Mulch, irrigation supplies & misc. grounds maintenance supplies		6,000		6,000
	Forestry Supplies		1,000		1,000
	Seed, Fertilizer, Pesticides & Misc. Supplies		2,500		2,500
	Mulch for Oak Tree Preservation		2,000		2,000
101-52-4396-0000	Memberships & Dues	385	-	-	-
	Pesticide Applicators Professional Association		-		-
	QAC License Renewals		-		-
101-52-4399-0000	Non-capitalized Equipment	3,298	2,100	2,100	2,100
	(3) Chain saws		2,100		2,100
101-52-4404-0000	Plants	8,115	10,400	10,400	10,400
	Floral Displays		3,400		3,400
	Shrubs & Groundcover		3,000		3,000
	Trees		4,000		4,000
101-52-4452-0000	Small Tools	836	750	800	750
101-52-4480-0000	Travel & Meetings	488	-	-	-
	Professional Application Pesticide Association Seminars		-		-
	Misc. Meetings		-		-

## Grounds

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated & Carryovers	Requested
101-52-4500-9460	Utilities-Water	89,346	70,000	70,000	70,000
101-52-4500-9025	Utilities-Telecommunications	312	520	520	520
101-52-4508-0000	Vehicle Repair & Maintenance	10,282	13,000	13,000	13,000
	Fuel		7,000		7,000
	General Repairs/Inspections/Smog Checks		2,000		2,000
	General Maintenance/Tune-ups/Parts		3,000		3,000
	Misc. Parts		1,000		1,000
101-52-4950-0001	Equipment Cost Allocation	20,097	19,500	19,500	19,500
	<b>Total Services &amp; Supplies</b>	<b>488,336</b>	<b>484,920</b>	<b>484,970</b>	<b>419,370</b>
236-50-4600-8357	Windstorm Tree Replacement	4,201	-	-	
394-52-4600-0000	Huntington Dr. Tree Replacment	-	-	-	
394-52-4600-4186	Center Median Landscaping	-	38,688	-	
394-52-4600-5880	Parklet	5,393	4,607	-	
394-52-4600-7038	Roanoake Parkway Improvements	-	12,500	12,500	-
394-52-4600-9245	Huntington Median Irrigation	-	92,442	55,590	
	<b>Total Capitalized Expenditures</b>	<b>9,594</b>	<b>148,237</b>	<b>68,090</b>	<b>-</b>
	<b>Total Expenditures</b>	<b>752,009</b>	<b>981,106</b>	<b>894,543</b>	<b>767,672</b>

## Recreation Summary

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Sources by Type:</b>				
<b>Non-Department Generated:</b>				
Unrestricted Funds	586,995	680,771	646,734	307,842
Intergovernmental Funds	149,688	184,430	179,656	191,289
	736,683	865,201	835,593	499,131
<b>Department Generated Funds:</b>				
Charges for Services	1,335,020	1,414,247	1,395,947	1,674,549
Rents & Concessions	32,414	44,300	38,600	40,800
Intergovernmental	-	2,500	2,500	-
Donations	4,554	5,357	5,637	4,300
Miscellaneous Revenues	503	-	-	-
	1,372,490	1,466,404	1,442,684	1,719,649
<b>Total Sources</b>	2,109,173	2,331,605	2,278,277	2,218,780
<b>Uses by Type:</b>				
Personnel	1,181,275	1,301,002	1,290,118	1,239,178
Services & Supplies	902,756	930,603	928,159	979,602
Capital Outlay	25,143	100,000	60,000	-
<b>Total Uses</b>	2,109,173	2,331,605	2,278,277	2,218,780
<b>Cost Recovery</b>	0.65	0.63	0.63	0.78
<b>Revenues by Fund:</b>				
101 General Fund	1,294,776	1,363,547	1,355,547	1,633,972
104 4th of July Fund	57,591	73,000	57,000	57,177
105 San Marino Center Fund	15,569	22,000	22,000	24,200
239 County Parks & Rec Grant	-	2,500	2,500	-
281 Restricted Donations Fund	4,554	5,357	5,637	4,300
	1,372,490	1,466,404	1,442,684	1,719,649
<b>Expenditures by Fund:</b>				
101 General Fund	1,800,534	1,895,694	1,876,740	1,860,972
104 4th of July Fund	59,319	67,489	61,144	69,636
105 San Marino Center Fund	67,450	76,231	90,714	90,469
204 CDBG Fund	4,403	5,773	6,489	5,646
206 LA County Park Bond Fund	44,502	63,619	60,789	55,955
207 Prop. A Transit Fund	96,546	110,038	112,378	116,688
226 Beverage Container Grant	4,237	5,000	-	13,000
239 County Parks & Rec Grant	-	2,500	2,500	-
281 Restricted Donations Fund	3,957	5,224	7,486	6,200
394 Capital Projects Fund	25,143	100,000	60,000	-
595 Workers' Compensation Fund	3,082	37	37	214
	2,109,173	2,331,605	2,278,277	2,218,780
	-	-	-	-
	-	-	-	-
<b>Total Revenues Over/(Under) Expenditures</b>	(736,683)	(865,201)	(835,593)	(499,131)
<b>Fund 101 Revenues Over/(Under) Expenditures</b>	(505,758)	(532,147)	(521,193)	(227,000)
<b>Fund 101 Revenues as a % of Expenditures</b>	72%	72%	72%	88%

# Recreation Summary

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Staffing History:</b>				
Community Services Director	-	-	0.50	0.33
Recreation Director	1.00	1.00	-	-
Recreation Manager	1.00	1.00	1.00	1.00
Administrative Analyst	0.50	0.25	0.25	1.00
Clerk Typist II	1.00	1.00	1.00	1.00
Assistant Pool Manager	0.15	0.18	0.11	0.35
Assistant Recreation Specialist	3.47	3.32	2.69	3.39
Cashiers	0.11	0.12	0.09	0.23
Child Development Specialist	1.71	1.96	1.69	1.44
Library Page	-	-	0.04	-
Lifeguards	1.67	1.25	1.10	0.95
Maintenance Assistant	0.51	0.28	1.32	1.28
Pool Manager	0.18	0.18	0.19	0.21
Program Leader	0.39	0.98	0.73	1.00
Recreation Coordinator	0.75	0.75	0.75	0.75
Recreation Specialist	6.99	6.81	5.82	6.18
Recreation Supervisor	2.50	2.00	2.00	2.00
Water Safety Instructors	0.71	0.42	0.61	0.76
<b>Total FTEs</b>	<b>22.64</b>	<b>21.49</b>	<b>19.89</b>	<b>21.88</b>

# Recreation Administration

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
<b>Budget Summary</b>					
<b>Revenues by Type:</b>					
	Charges for Services	13,317	9,500	9,500	9,500
	Rents & Concessions	16,845	22,300	16,600	16,600
	Intergovernmental	-	2,500	2,500	-
	Donations	600	-	-	-
	Miscellaneous Revenues	503	-	-	-
	<b>Total Revenues</b>	<u>31,264</u>	<u>34,300</u>	<u>28,600</u>	<u>26,100</u>
<b>Expenditures by Type:</b>					
	Personnel	349,799	386,448	376,623	245,297
	Services & Supplies	190,337	182,191	176,717	192,451
	Capital Outlay	25,143	100,000	60,000	-
	<b>Total Expenditures</b>	<u>565,279</u>	<u>668,639</u>	<u>613,340</u>	<u>437,748</u>
<b>Revenues by Fund:</b>					
	101 General Fund	30,664	31,800	26,100	26,100
	239 County Parks & Rec Grant	-	2,500	2,500	-
	281 Restricted Donations Fund	600	-	-	-
		<u>31,264</u>	<u>34,300</u>	<u>28,600</u>	<u>26,100</u>
<b>Expenditures by Fund:</b>					
	101 General Fund	532,818	561,102	550,803	424,534
	226 Beverage Container Grant Fund	4,237	5,000	-	13,000
	239 County Parks & Rec Grant	-	2,500	2,500	-
	394 Capital Projects Fund	25,143	100,000	60,000	-
	595 Workers' Compensation Fund	3,082	37	37	214
	<b>Total Expenditures</b>	<u>565,279</u>	<u>668,639</u>	<u>613,340</u>	<u>437,748</u>
		-	-	-	-
	Original Budget		666,139		
	Amendments		2,500		
	Amended Budget		<u>668,639</u>		
<b>General Fund Revenues Over/(Under) Expenditures</b>		<u>(502,154)</u>	<u>(529,302)</u>	<u>(524,703)</u>	<u>(398,434)</u>
<b>Staffing History:</b>					
	Community Services Director	-	-	0.50	0.33
	Recreation Director	1.00	1.00	-	-
	Administrative Analyst	0.50	0.25	0.25	0.70
	Clerk Typist II	1.00	1.00	1.00	0.42
	Assistant Rec. Specialist	0.01	-	-	-
	Child Development Specialist	0.59	0.65	0.53	0.38
	Recreation Coordinator	0.05	0.05	0.05	-
	Recreation Specialist	0.05	-	0.07	0.06
	Recreation Supervisor	1.15	0.65	0.65	0.65
	<b>Total FTEs</b>	<u>4.35</u>	<u>3.60</u>	<u>3.05</u>	<u>2.53</u>

# Recreation Administration

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
<b>Budget Detail</b>					
<b>Revenues:</b>					
101-60-3340-0000	Nonresident Fees-Recreation	13,317	9,500	9,500	9,500
101-60-3502-0000	Rents & Concessions-Rec	16,845	22,300	16,600	16,600
101-60-3701-0000	Miscellaneous Revenue-Rec	503	-	-	-
239-60-3202-0000	County P&R Needs Assessment	-	2,500	2,500	-
281-60-3601-0000	Recreation Donations Received	600	-	-	-
	<b>Total Revenues</b>	<u>31,264</u>	<u>34,300</u>	<u>28,600</u>	<u>26,100</u>
<b>Expenditures:</b>					
101-60-4001-0000	Full Time Salaries	240,906	182,955	182,955	164,550
101-60-4002-0000	Part Time Wages	28,817	99,943	100,000	20,381
101-60-4004-0000	Overtime	2,037	1,394	1,300	1,961
101-60-4006-0000	Medicare	3,965	4,607	3,915	3,084
101-60-4008-6050	Retirement - PARS	11	-	-	81
101-60-4008-6160	Retirement - PERS	32,796	54,649	45,524	24,406
	Normal Cost				16,478
	UAL 20 Year Payoff				7,928
101-60-4010-0000	Cafeteria Benefit	37,938	39,960	39,960	29,232
101-60-4011-0000	Technology Allowance	2,173	2,940	2,932	1,602
101-60-4014-0000	Unemployment Payments	44	-	37	-
595-60-4015-0001	Workers' Comp Current Employee	1,112	-	-	-
	<b>Total Personnel</b>	<u>349,799</u>	<u>386,448</u>	<u>376,623</u>	<u>245,297</u>
101-60-4150-0000	Other Contract Services	50,169	48,532	45,197	46,990
	Commission Clerical Support		-		1,675
	Credit Card Fees		15,800		15,800
	Customer E-Mail Support		420		420
	Filtered Water Service		360		360
	Vermont Annual Fee		5,500		5,500
	Computer Network/Technical Maintenance		15,882		16,000
	ASCAP		335		335
	Plug N' Pay		250		250
	SCMAF		6,000		6,000
	Senior Outreach Amendment		3,335		-
	Website		650		650
101-60-4206-0000	Building Repair & Maintenance	33,645	34,477	34,477	34,833
	Boiler		2,000		2,000
	Janitorial Contract		28,833		28,833
	Miscellaneous Cleaning Supplies		3,644		4,000
101-60-4316-0000	Equipment Repair & Maintenance	1,450	1,665	1,365	1,665
	Copy Machine		1,365		1,365
	Miscellaneous		300		300
101-60-4324-0000	Facility Rental	1,058	1,920	2,300	1,500
595-60-4356-0000	Workers' Comp Premium	1,970	37	37	214
101-60-4376-0000	Materials & Supplies	11,465	8,500	12,500	15,400
	Shirts		1,500		3,400
	Office Supplies		7,000		12,000

# Recreation Administration

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
239-60-4376-0000	Materials & Supplies Needs Assessment	-	2,500 2,500	2,500	-
101-60-4396-0000	Memberships & Dues CPRS City Club Southern Municipal Athletic Conference Federation	1,155	800 500 - 300	1,065	915 480 125 310
101-60-4398-0000	Mileage	731	500	500	756
101-60-4399-0000	Non-capitalized Equipment Computers (Amend.=\$1,500) Laptop and Printer	3,566	1,500 1,300 200	1,500	1,500 1,300 200
226-60-4399-0000	Non-capitalized Equipment Playground Equipment Picnic Tables, Benches @ Stoneman	4,237	5,000 - 5,000	-	13,000 13,000 -
101-60-4412-0000	Postage Quarterly Recreation Brochure Misc.	1,374	3,280 2,880 400	3,100	3,124 2,724 400
101-60-4420-0000	Printing Quarterly Recreation Brochure Marketing, Misc. Printing	26,059	21,480 18,480 3,000	17,784	17,784 14,784 3,000
101-60-4468-0000	Staff Development CPR Other Training	1,975	3,000 3,000 -	3,192	1,870 1,350 520
101-60-4480-0000	Travel & Meetings	938	400	400	600
101-60-4500-1980	Utilities-Electricity	24,084	22,500	24,750	25,000
101-60-4500-4950	Utilities-Natural Gas	2,248	1,200	2,200	2,400
101-60-4500-9025	Utilities-Telecommunications	4,850	6,900	6,900	6,900
101-60-4500-9460	Water	5,479	6,000	5,750	6,000
101-60-4508-0000	Vehicle Repair & Maintenance	4,026	5,300	4,500	5,300
101-60-4950-0001	Equipment Cost Allocation	9,858	6,700	6,700	6,700
<b>Total Services &amp; Supplies</b>		<b>190,337</b>	<b>182,191</b>	<b>176,717</b>	<b>192,451</b>
394-60-4600-8940	Stoneman School Rehabilitation Improvements to be determined Doors/Windows/Locks/Flooring/Countertops	25,143	100,000 - 100,000	60,000	-
<b>Total Capitalized Expenditures</b>		<b>25,143</b>	<b>100,000</b>	<b>60,000</b>	<b>-</b>
<b>Total Expenditures</b>		<b>565,279</b>	<b>668,639</b>	<b>613,340</b>	<b>437,748</b>

# Aquatics

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Budget Summary</b>					
<b>Revenues by Type:</b>					
	Charges for Services	154,297	160,000	160,000	201,776
	<b>Total Revenues</b>	<u>154,297</u>	<u>160,000</u>	<u>160,000</u>	<u>201,776</u>
<b>Expenditures by Type:</b>					
	Personnel	87,556	66,470	74,859	89,645
	Services & Supplies	106,170	128,727	119,908	123,150
	Capital Outlay	-	-	-	-
	<b>Total Expenditures</b>	<u>193,726</u>	<u>195,197</u>	<u>194,767</u>	<u>212,795</u>
<b>Revenues by Fund:</b>					
101	General Fund	154,297	160,000	160,000	201,776
	<b>Total Revenues</b>	<u>154,297</u>	<u>160,000</u>	<u>160,000</u>	<u>201,776</u>
		-	-	-	-
<b>Expenditures by Fund:</b>					
101	General Fund	193,726	195,197	194,767	209,595
207	Prop. A Transit Fund	-	-	-	3,200
	<b>Total Expenditures</b>	<u>193,726</u>	<u>195,197</u>	<u>194,767</u>	<u>212,795</u>
		-	-	-	-
	Original Budget		195,197		
	Amendments		-		
	Amended Budget		<u>195,197</u>		
<b>General Fund Revenues Over/(Under) Expenditures</b>		<u>(39,429)</u>	<u>(35,197)</u>	<u>(34,767)</u>	<u>(7,819)</u>
<b>Staffing History:</b>					
	Assistant Pool Manager	0.15	0.18	0.11	0.35
	Cashiers	0.11	0.12	0.09	0.23
	Life Guard	1.66	1.25	1.10	0.95
	Pool Manager	0.18	0.18	0.19	0.21
	Water Safety Instructor	0.71	0.42	0.61	0.76
	<b>Total FTEs</b>	<u>2.81</u>	<u>2.14</u>	<u>2.10</u>	<u>2.50</u>

# Aquatics

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Budget Detail</b>					
<b>Revenues:</b>					
101-62-3336-0000	Aquatics Program Fees	154,297	160,000	160,000	201,776
	<b>Revenue Totals</b>	<u>154,297</u>	<u>160,000</u>	<u>160,000</u>	<u>201,776</u>
<b>Expenditures:</b>					
101-62-4002-0000	Part Time Wages	82,741	61,159	71,159	84,265
101-62-4004-0000	Overtime	505	-	-	-
101-62-4006-0000	Medicare	1,207	887	1,032	1,222
101-62-4008-6050	Retirement PARS	3,103	1,777	2,668	2,793
101-62-4008-6160	Retirement - PERS	-	2,647	-	1,365
	Normal Cost				936
	UAL 20 Year Payoff				429
	<b>Total Personnel</b>	<u>87,556</u>	<u>66,470</u>	<u>74,859</u>	<u>89,645</u>
101-62-4102-0000	Contracted Teacher Services	70,225	88,000	84,000	84,000
207-62-4208-0000	Bus Transportation	-	-	-	3,200
101-62-4324-0000	Facility Rental	31,640	34,377	29,558	29,500
	Mini Mobile		552		800
	SMUSD Pool		21,600		21,800
	Boys and Girls Club Pool		12,225		6,900
101-62-4376-0000	Materials & Supplies	597	3,000	3,000	3,000
101-62-4492-0000	Uniforms	182	-	-	-
101-62-4492-0004	Uniforms-Safety	3,166	3,000	3,000	3,100
101-62-4500-9025	Utilities-Telecommunications	359	350	350	350
	<b>Total Services &amp; Supplies</b>	<u>106,170</u>	<u>128,727</u>	<u>119,908</u>	<u>123,150</u>
	<b>Total Expenditures</b>	<u>193,726</u>	<u>195,197</u>	<u>194,767</u>	<u>212,795</u>

## Contract Classes

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Budget Summary</b>					
<b>Revenues by Type:</b>					
	Charges for Services	337,346	380,000	380,000	380,480
	<b>Total Revenues</b>	<u>337,346</u>	<u>380,000</u>	<u>380,000</u>	<u>380,480</u>
<b>Expenditures by Type:</b>					
	Personnel	132,817	156,178	132,202	136,312
	Services & Supplies	228,518	228,480	228,280	241,000
	Capital Outlay	-	-	-	-
	<b>Total Expenditures</b>	<u>361,335</u>	<u>384,658</u>	<u>360,482</u>	<u>377,312</u>
<b>Revenues by Fund:</b>					
101	General Fund	337,346	380,000	380,000	380,480
	<b>Total Revenues</b>	<u>337,346</u>	<u>380,000</u>	<u>380,000</u>	<u>380,480</u>
		-	-	-	-
<b>Expenditures by Fund:</b>					
101	General Fund	361,335	384,658	360,482	377,312
	<b>Total Expenditures</b>	<u>361,335</u>	<u>384,658</u>	<u>360,482</u>	<u>377,312</u>
		-	-	-	-
	Original Budget		384,658		
	Amendments		-		
	Amended Budget		<u>384,658</u>		
<b>General Fund Revenues Over/(Under) Expenditures</b>		<u>(23,989)</u>	<u>(4,658)</u>	<u>19,518</u>	<u>3,168</u>
<b>Staffing History:</b>					
	Recreation Manager	0.50	0.50	0.50	0.50
	Assistant Rec. Specialist	0.11	0.01	-	0.12
	Administrative Analyst	-	-	-	0.30
	Child Development Specialist	0.40	0.51	0.30	0.18
	Program Leader	0.02	-	0.01	-
	Recreation Coordinator	-	-	-	-
	Recreation Specialist	0.17	0.15	0.04	0.13
	Recreation Supervisor	0.50	0.50	0.50	0.25
	<b>Total FTEs</b>	<u>1.70</u>	<u>1.67</u>	<u>1.35</u>	<u>1.47</u>

## Contract Classes

Budget Detail		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Revenues:</b>					
101-64-3336-0000	Contract Class Program Fees	337,346	380,000	380,000	340,800
101-64-3336-0001	Bridge Fees	-	-	-	20,810
101-64-3336-0002	Jr. Titan Fees	-	-	-	18,870
<b>Total Revenues</b>		<u>337,346</u>	<u>380,000</u>	<u>380,000</u>	<u>380,480</u>
<b>Expenditures:</b>					
101-64-4001-0000	Full Time Salaries	79,252	87,835	80,051	88,489
101-64-4002-0000	Part Time Wages	27,712	28,388	19,385	16,347
101-64-4006-0000	Medicare	1,462	1,916	1,413	1,761
101-64-4008-6050	Retirement PARS	217	12	-	287
101-64-4008-6160	Retirement - PERS	11,963	22,127	15,453	12,778
	Normal Cost				8,899
	UAL 20 Year Payoff				3,879
101-64-4010-0000	Cafeteria Benefits	10,732	14,400	14,400	15,120
101-64-4011-0000	Technology Allowance	1,478	1,500	1,500	1,530
<b>Total Personnel</b>		<u>132,817</u>	<u>156,178</u>	<u>132,202</u>	<u>136,312</u>
101-64-4102-0000	Contracted Teacher Services	211,187	206,000	206,000	221,520
101-64-4150-0000	Other Contract Services	11,197	10,480	10,480	10,480
	Bridge Table Fees		840		840
	Bridge Manager		8,640		8,640
	Supplies		400		400
	Piano Tuning		600		600
101-64-4324-0000	Facility Rental	2,037	8,000	8,000	5,000
	District Facilities		8,000		5,000
101-64-4376-0000	Materials & Supplies	4,097	4,000	3,800	4,000
<b>Total Services &amp; Supplies</b>		<u>228,518</u>	<u>228,480</u>	<u>228,280</u>	<u>241,000</u>
<b>Total Expenditures</b>		<u>361,335</u>	<u>384,658</u>	<u>360,482</u>	<u>377,312</u>

## Special Events

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
<b>Budget Summary</b>					
<b>Revenues by Type:</b>					
	Charges for Services	78,749	98,300	74,000	75,202
	Donations	2,000	3,857	3,857	2,500
	<b>Total Revenues</b>	<b>80,749</b>	<b>102,157</b>	<b>77,857</b>	<b>77,702</b>
<b>Expenditures by Type:</b>					
	Personnel	11,100	20,403	13,017	12,613
	Services & Supplies	81,808	80,644	82,895	93,952
	Capital Outlay	-	-	-	-
	<b>Total Expenditures</b>	<b>92,908</b>	<b>101,047</b>	<b>95,912</b>	<b>106,565</b>
<b>Revenues by Fund:</b>					
101	General Fund	21,158	25,300	17,000	18,025
104	4th of July Fund	57,591	73,000	57,000	57,177
281	Donations	2,000	3,857	3,857	2,500
	<b>Total Revenues</b>	<b>80,749</b>	<b>102,157</b>	<b>77,857</b>	<b>77,702</b>
<b>Expenditures by Fund:</b>					
101	General Fund	31,444	29,834	31,044	32,529
104	4th of July Fund	59,319	67,489	61,144	69,636
281	Donations Fund	2,145	3,724	3,724	4,400
	<b>Total Expenditures</b>	<b>92,908</b>	<b>101,047</b>	<b>95,912</b>	<b>106,565</b>
	Original Budget		101,047		
	Amendments		-		
	Amended Budget		<u>101,047</u>		
	<b>General Fund Revenues Over/(Under) Expenditures</b>	<b>(10,286)</b>	<b>(4,534)</b>	<b>(14,044)</b>	<b>(14,504)</b>
	<b>4th of July Fund Revenues Over/(Under) Expenditures</b>	<b>(1,728)</b>	<b>5,511</b>	<b>(4,144)</b>	<b>(12,459)</b>
	<b>Donations Fund Revenues Over/(Under) Expenditures</b>	<b>(145)</b>	<b>133</b>	<b>133</b>	<b>(1,900)</b>
		<b>(12,159)</b>	<b>1,110</b>	<b>(18,055)</b>	<b>(28,863)</b>
<b>By Program:</b>					
	Miscellaneous Programs	(31,589)	(9,164)	(8,678)	(7,667)
	Easter Program	5,508	1,050	(2,950)	(2,981)
	Track Meet Program	2,646	1,076	1,076	300
	Snow Day Program	13,004	1,280	(4,716)	(6,056)
	4th of July Program	(1,728)	6,868	(2,787)	(12,459)
	<b>Revenues Over/(Under) Expenditures</b>	<b>(12,159)</b>	<b>1,110</b>	<b>(18,055)</b>	<b>(28,863)</b>
<b>Staffing History:</b>					
	Assistant Rec. Specialist	0.06	0.10	0.06	0.11
	Lifeguard	0.01	-	-	-
	Program Leaders	0.02	-	0.02	0.02
	Child Development Specialist	0.01	-	0.02	-
	Maintenance Assistance	0.01	-	0.02	0.01
	Library Page	-	-	0.04	-
	Recreation Specialist	0.13	0.11	0.01	0.15
	<b>Total FTEs</b>	<b>0.24</b>	<b>0.21</b>	<b>0.17</b>	<b>0.30</b>

# Special Events

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
<b>Budget Detail</b>					
<b>Revenues:</b>					
101-66-3336-0000	Special Events Program Fees	-	-	-	-
101-66-3336-0001	Easter Program Fees	5,508	6,800	2,800	2,800
101-66-3336-0002	Track Meet Program Fees	2,646	2,500	2,500	2,500
101-66-3336-0003	Snow Day Program Fees	13,004	16,000	11,700	12,725
104-66-3336-0000	4th of July Entry Fees	57,591	73,000	57,000	57,177
281-66-3601-0000	Memorial Day Donations	2,000	500	500	500
281-66-3601-0002	Track Meet Donations	-	2,000	2,000	2,000
281-66-3601-2570	4th of July Donations	-	1,357	1,357	-
<b>Total Revenues</b>		<b>80,749</b>	<b>102,157</b>	<b>77,857</b>	<b>77,702</b>
<b>Expenditures:</b>					
101-66-4002-0000	Part Time Wages	3,286	6,143	6,143	4,539
101-66-4006-0000	Medicare	46	89	65	66
101-66-4008-6050	Retirement PARS	42	-	70	13
101-66-4008-6160	Retirement - PERS	248	1,182	350	599
	Normal Cost				400
	UAL 20 Year Payoff				199
104-66-4002-0000	Part Time Wages	6,021	10,763	4,163	5,599
104-66-4004-0000	Recreation Overtime	736	-	-	1,000
104-66-4006-0000	Medicare	95	156	156	96
104-66-4008-6050	Retirement-PARS	123	-	-	52
104-66-4008-6160	Retirement-PERS	308	2,070	2,070	649
	Normal Cost				403
	UAL 20 Year Payoff				246
104-66-4010-0000	Cafeteria Benefits	196	-	-	-
<b>Total Personnel</b>		<b>11,100</b>	<b>20,403</b>	<b>13,017</b>	<b>12,613</b>
<b>Other Services &amp; Supplies:</b>					
101-66-4150-0000	Other Contract Services	19,194	1,150	1,150	1,700
281-66-4150-0000	Other Contract Services	622	-	-	500
101-66-4308-0000	Equipment Rental	446	-	-	-
101-66-4376-0000	Materials & Supplies	8,040	600	900	750
281-66-4376-0000	Materials & Supplies	1,523	500	500	-
101-66-4412-0000	Postage	141	-	-	-
<b>Other - Subtotal S &amp; S</b>		<b>29,967</b>	<b>2,250</b>	<b>2,550</b>	<b>2,950</b>
<b>Egg Hunt Services &amp; Supplies:</b>					
101-66-4150-0001	Egg Hunt Contract Servces	-	1,862	1,862	2,311
101-66-4376-0001	Egg Hunt Materials & Supplies	-	3,888	3,888	3,470
<b>Egg Hunt S &amp; S Total</b>		<b>-</b>	<b>5,750</b>	<b>5,750</b>	<b>5,781</b>

## Special Events

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
<b>Tract Meet Services &amp; Supplies:</b>					
281-66-4150-0002	Track Meet Contract Services	-	2,100	2,100	1,900
101-66-4376-0002	Track Meet Materials & Supplies	-	200	200	300
281-66-4376-0002	Track Meet Materials & Supplies	-	1,124	1,124	2,000
<b>Track Meet S &amp; S Subtotal</b>		-	3,424	3,424	4,200
<b>Snow Day Services &amp; Supplies:</b>					
101-66-4150-0003	Snow Day Contract Services	-	14,260	16,270	17,811
101-66-4376-0003	Snow Day Materials & Supplies	-	460	146	970
<b>Snow Day S &amp; S Subtotal</b>		-	14,720	16,416	18,781
<b>4th of July Services &amp; Supplies:</b>					
104-66-4150-0000	Other Contract Services	31,987	33,975	33,975	34,675
	Fireworks		27,300		28,000
	First Aid		150		150
	Clean Up Crew, Entertainment		5,525		5,525
	Game Booths		1,000		1,000
104-66-4308-0000	Equipment Rental	10,285	8,225	7,759	15,125
	Fencing		500		500
	Generators		1,500		2,400
	Light Towers		2,000		2,300
	Misc.		-		1,925
	Portable Restrooms		4,225		8,000
104-66-4356-0000	Liability Insuranc Premium	-	2,800	3,521	3,500
104-66-4376-0000	Materials & Supplies	5,478	5,000	5,000	4,440
104-66-4420-0000	Printing	4,091	4,500	4,500	4,500
<b>4th of July S &amp; S Subtotal</b>		51,841	54,500	54,755	62,240
<b>Total Services &amp; Supplies</b>		81,808	80,644	82,895	93,952
<b>Total Expenditures</b>		92,908	101,047	95,912	106,565

## Senior Activities

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Budget Summary</b>					
<b>Revenues by Type:</b>					
	Charges for Services	26,226	25,000	25,000	27,560
	<b>Total Revenues</b>	<u>26,226</u>	<u>25,000</u>	<u>25,000</u>	<u>27,560</u>
<b>Expenditures by Type:</b>					
	Personnel	-	-	-	-
	Services & Supplies	36,674	31,350	33,690	40,240
	Capital Outlay	-	-	-	-
	<b>Total Expenditures</b>	<u>36,674</u>	<u>31,350</u>	<u>33,690</u>	<u>40,240</u>
<b>Revenues by Fund:</b>					
101	General Fund	26,226	25,000	25,000	27,560
	<b>Total Revenues</b>	<u>26,226</u>	<u>25,000</u>	<u>25,000</u>	<u>27,560</u>
<b>Expenditures by Fund:</b>					
101	General Fund	22,770	24,000	24,000	29,440
207	Prop. A Transit Fund	13,904	7,350	9,690	10,800
	<b>Total Expenditures</b>	<u>36,674</u>	<u>31,350</u>	<u>33,690</u>	<u>40,240</u>
	Original Budget		31,350		
	Amendments		-		
	Amended Budget		<u>31,350</u>		
<b>General Fund Revenues Over/(Under) Expenditures</b>		<u>3,456</u>	<u>1,000</u>	<u>1,000</u>	<u>(1,880)</u>

### Budget Detail

#### Revenues:

101-68-3336-0000	Senior Program Fees	26,226	25,000	25,000	27,560
	<b>Total Revenues</b>	<u>26,226</u>	<u>25,000</u>	<u>25,000</u>	<u>27,560</u>

#### Expenditures:

101-68-4102-0000	Contracted Teacher Services	-	-	-	6,600
101-68-4376-0000	Materials & Supplies	964	1,000	1,000	1,000
101-68-4486-0000	Trips & Events	21,806	23,000	23,000	21,840
207-68-4208-0000	Bus Transportation	13,904	7,350	9,690	10,800
	<b>Total Services &amp; Supplies</b>	<u>36,674</u>	<u>31,350</u>	<u>33,690</u>	<u>40,240</u>
	<b>Total Expenditures</b>	<u>36,674</u>	<u>31,350</u>	<u>33,690</u>	<u>40,240</u>

# Daycare

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Budget Summary</b>					
<b>Revenues by Type:</b>					
	Charges for Services	157,413	160,000	160,000	210,820
	<b>Total Revenues</b>	<u>157,413</u>	<u>160,000</u>	<u>160,000</u>	<u>210,820</u>
<b>Expenditures by Type:</b>					
	Personnel	122,991	128,616	132,511	139,625
	Services & Supplies	76,287	79,213	79,926	80,329
	Capital Outlay	-	-	-	-
	<b>Total Expenditures</b>	<u>199,277</u>	<u>207,829</u>	<u>212,437</u>	<u>219,954</u>
<b>Revenues by Fund:</b>					
101	General Fund	157,413	160,000	160,000	210,820
	<b>Total Revenues</b>	<u>157,413</u>	<u>160,000</u>	<u>160,000</u>	<u>210,820</u>
<b>Expenditures by Fund:</b>					
101	General Fund	139,445	144,516	149,124	156,641
207	Prop. A Transit Fund	59,833	63,313	63,313	63,313
	<b>Total Expenditures</b>	<u>199,277</u>	<u>207,829</u>	<u>212,437</u>	<u>219,954</u>
	Original Budget	-	207,829	-	-
	Amendments	-	-	-	-
	Amended Budget	-	<u>207,829</u>	-	-
<b>General Fund Revenues Over/(Under) Expenditures</b>		<u>17,969</u>	<u>15,484</u>	<u>10,876</u>	<u>54,179</u>
<b>Staffing History:</b>					
	Recreation Manager	0.25	0.25	0.25	0.25
	Recreation Coordinator	-	-	-	0.15
	Assistant Rec. Specialist	1.21	0.62	0.93	0.65
	Progrm Leader	0.21	0.25	0.41	0.52
	Recreation Specialist	1.38	1.51	1.15	1.44
	<b>Total FTEs</b>	<u>3.05</u>	<u>2.63</u>	<u>2.74</u>	<u>3.01</u>

## Daycare

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Budget Detail</b>					
<b>Revenues:</b>					
101-70-3336-0000	Daycare Program Fees	157,413	160,000	160,000	210,820
	<b>Total Revenues</b>	<u>157,413</u>	<u>160,000</u>	<u>160,000</u>	<u>210,820</u>
<b>Expenditures:</b>					
101-70-4001-0000	Full Time Salaries	24,362	25,768	24,219	33,655
101-70-4002-0000	Part Time Wages	83,722	78,103	86,106	86,644
101-70-4006-0000	Medicare	1,496	1,567	1,502	1,805
101-70-4008-6050	Retirement PARS	1,348	223	1,307	762
101-70-4008-6160	Retirement - PERS	8,395	18,755	15,177	10,669
	Normal Cost				9,514
	UAL 20 Year Payoff				1,155
101-70-4010-0000	Cafeteria Benefit	3,063	3,600	3,600	5,400
101-70-4011-0000	Technology Allowance	605	600	600	690
	<b>Total Personnel</b>	<u>122,991</u>	<u>128,616</u>	<u>132,511</u>	<u>139,625</u>
101-70-4206-0000	Building Repair & Maintenance	49	-	-	-
207-70-4208-0000	Bus Transportation	59,833	63,313	63,313	63,313
101-70-4324-0000	Facility Rental	9,708	9,300	10,113	10,416
101-70-4376-0000	Materials & Supplies	6,488	6,000	6,000	6,000
101-70-4500-9025	Telephone	209	600	500	600
	<b>Total Services &amp; Supplies</b>	<u>76,287</u>	<u>79,213</u>	<u>79,926</u>	<u>80,329</u>
	<b>Total Expenditures</b>	<u>199,277</u>	<u>207,829</u>	<u>212,437</u>	<u>219,954</u>

# Daycamp

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Budget Summary</b>					
<b>Revenues by Type:</b>					
	Charges for Services	164,064	161,398	161,398	186,260
	<b>Total Revenues</b>	<u>164,064</u>	<u>161,398</u>	<u>161,398</u>	<u>186,260</u>
<b>Expenditures by Type:</b>					
	Personnel	21,662	20,831	24,846	50,836
	Services & Supplies	121,249	134,672	144,405	146,764
	Capital Outlay	-	-	-	-
	<b>Total Expenditures</b>	<u>142,911</u>	<u>155,503</u>	<u>169,251</u>	<u>197,600</u>
<b>Revenues by Fund:</b>					
101	General Fund	164,064	161,398	161,398	186,260
	<b>Total Revenues</b>	<u>164,064</u>	<u>161,398</u>	<u>161,398</u>	<u>186,260</u>
<b>Expenditures by Fund:</b>					
101	General Fund	120,101	116,128	129,876	158,225
207	Prop. A Transit Fund	22,810	39,375	39,375	39,375
	<b>Total Expenditures</b>	<u>142,911</u>	<u>155,503</u>	<u>169,251</u>	<u>197,600</u>
	Original Budget		155,503		
	Amendments		-		
	Amended Budget		<u>155,503</u>		
<b>General Fund Revenues Over/(Under) Expenditures</b>		<u>43,963</u>	<u>45,270</u>	<u>31,522</u>	<u>28,035</u>
<b>Staffing History:</b>					
	Assistant Rec. Specialist	0.22	0.14	0.09	0.13
	Child Development Specialist	-	-	0.02	-
	Recreation Supervisor	-	-	-	0.25
	Progrm Leader	0.12	0.28	0.07	0.46
	Recreation Specialist	0.31	0.27	0.36	0.27
	<b>Total FTEs</b>	<u>0.65</u>	<u>0.68</u>	<u>0.54</u>	<u>1.11</u>

# Daycamp

Budget Detail		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Revenues:</b>					
101-72-3336-0000	Daycamp Program Fees	164,064	161,398	161,398	186,260
		<u>164,064</u>	<u>161,398</u>	<u>161,398</u>	<u>186,260</u>
<b>Expenditures:</b>					
101-72-4001-0000	Full Time Salaries	-	-	-	17,253
101-72-4002-0000	Part Time Wages	19,697	17,985	22,000	25,277
101-72-4004-0000	Overtime	-	-	-	-
101-72-4006-0000	Medicare	271	261	261	671
101-72-4008-6050	Retirement PARS	166	212	212	410
101-72-4008-6160	Retirement - PERS	1,528	2,373	2,373	3,475
	Normal Cost				2,718
	UAL 20 Year Payoff				757
101-72-4010-0000	Cafeteria Benefit	-	-	-	3,600
101-72-4011-0000	Technology Allowance	-	-	-	150
	<b>Total Personnel</b>	<u>21,662</u>	<u>20,831</u>	<u>24,846</u>	<u>50,836</u>
101-72-4102-0000	Contracted Teacher Services	88,457	88,500	97,270	96,689
101-72-4150-0000	Other Contract Services	(6)	-	-	-
207-72-4208-0000	Bus Transportation	22,810	39,375	39,375	39,375
101-72-4324-0000	Facility Rental	481	510	510	-
101-72-4376-0000	Materials & Supplies	5,248	2,650	2,650	7,450
101-72-4486-0000	Trips & Events	4,259	3,237	4,500	3,150
101-72-4500-9025	Utilities-Telephone	-	400	100	100
	<b>Total Services &amp; Supplies</b>	<u>121,249</u>	<u>134,672</u>	<u>144,405</u>	<u>146,764</u>
	<b>Total Expenditures</b>	<u>142,911</u>	<u>155,503</u>	<u>169,251</u>	<u>197,600</u>

# Preschool

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Budget Summary</b>					
<b>Revenues by Type:</b>					
	Charges for Services	403,607	420,049	426,049	582,951
	Donations	1,954	1,500	1,780	1,800
	<b>Total Revenues</b>	<u>405,561</u>	<u>421,549</u>	<u>427,829</u>	<u>584,751</u>
<b>Expenditures by Type:</b>					
	Personnel	382,123	421,199	421,784	456,286
	Services & Supplies	16,584	18,560	18,622	18,210
	Capital Outlay	-	-	-	-
	<b>Total Expenditures</b>	<u>398,707</u>	<u>439,759</u>	<u>440,406</u>	<u>474,496</u>
<b>Revenues by Fund:</b>					
101	General Fund	403,607	420,049	426,049	582,951
281	Donations Fund	1,954	1,500	1,780	1,800
	<b>Total Revenues</b>	<u>405,561</u>	<u>421,549</u>	<u>427,829</u>	<u>584,751</u>
<b>Expenditures by Fund:</b>					
101	General Fund	396,896	438,259	436,644	472,696
281	Donations Fund	1,812	1,500	3,762	1,800
	<b>Total Expenditures</b>	<u>398,707</u>	<u>439,759</u>	<u>440,406</u>	<u>474,496</u>
		-	-	-	-
	Original Budget		439,759		
	Amendments		-		
	Amended Budget		<u>439,759</u>		
<b>General Fund Revenues Over/(Under) Expenditures</b>		<u>6,712</u>	<u>(18,210)</u>	<u>(10,595)</u>	<u>110,255</u>
<b>Staffing History:</b>					
	Recreation Manager	0.25	0.25	0.25	0.25
	Clerk Typist II	-	-	-	0.50
	Assistant Rec. Specialist	1.76	2.45	1.61	2.38
	Child Development Specialist	0.71	0.79	0.82	0.88
	Program Leader	0.01	-	0.22	-
	Recreation Specialist	4.78	4.34	4.12	4.03
	Recreation Supervisor	0.85	0.85	0.85	0.85
		<u>8.36</u>	<u>8.68</u>	<u>7.87</u>	<u>8.89</u>
<b>Revenues by Fund:</b>					
101	General Fund	403,607	420,049	426,049	582,951
281	Restricted Donations Fund	1,954	1,500	1,780	1,800
		<u>405,561</u>	<u>421,549</u>	<u>427,829</u>	<u>584,751</u>

## Preschool

Budget Detail		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Revenues:</b>					
101-74-3336-0000	Preschool Program Fees	403,607	420,049	426,049	582,951
281-74-3333-0000	Preschool Fundraiser	1,954	1,500	1,780	1,800
	<b>Total Personnel</b>	<u>405,561</u>	<u>421,549</u>	<u>427,829</u>	<u>584,751</u>
<b>Expenditures:</b>					
101-74-4001-0000	Full Time Salaries	87,129	89,039	80,991	111,437
101-74-4002-0000	Part Time Wages	240,757	260,043	269,543	268,009
101-74-4006-0000	Medicare	4,430	5,307	5,083	5,748
101-74-4008-6050	Retirement PARS	2,288	4,166	4,166	3,111
101-74-4008-6160	Retirement-PERS	32,917	45,694	45,051	45,031
	Normal Cost				28,298
	UAL 20 Year Payoff				16,733
101-74-4010-0000	Cafeteria Benefit	13,482	15,840	15,840	21,840
101-74-4011-0000	Technology Allowance	1,120	1,110	1,110	1,110
		<u>382,123</u>	<u>421,199</u>	<u>421,784</u>	<u>456,286</u>
101-74-4324-0000	Facility Rental	2,400	4,700	2,500	4,410
101-74-4376-0000	Materials & Supplies	12,372	12,360	12,360	12,000
281-74-4376-0000	M&S - Fundraiser	1,812	1,500	3,762	1,800
	<b>Total Services &amp; Supplies</b>	<u>16,584</u>	<u>18,560</u>	<u>18,622</u>	<u>18,210</u>
	<b>Total Expenditures</b>	<u><u>398,707</u></u>	<u><u>439,759</u></u>	<u><u>440,406</u></u>	<u><u>474,496</u></u>

## SM Center

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Budget Summary</b>					
<b>Revenues by Type:</b>					
	Rents & Concessions	15,569	22,000	22,000	24,200
	<b>Total Revenues</b>	<u>15,569</u>	<u>22,000</u>	<u>22,000</u>	<u>24,200</u>
<b>Expenditures by Type:</b>					
	Personnel	31,046	39,704	54,737	54,514
	Services & Supplies	36,404	36,527	35,977	35,955
	Capital Outlay	-	-	-	-
	<b>Total Expenditures</b>	<u>67,450</u>	<u>76,231</u>	<u>90,714</u>	<u>90,469</u>
<b>Revenues by Fund:</b>					
105	San Marino Center Fund	15,569	22,000	22,000	24,200
	<b>Total Revenues</b>	<u>15,569</u>	<u>22,000</u>	<u>22,000</u>	<u>24,200</u>
<b>Expenditures by Fund:</b>					
105	San Marino Center Fund	67,450	76,231	90,714	90,469
204	CDBG Fund	-	-	-	-
	<b>Total Expenditures</b>	<u>67,450</u>	<u>76,231</u>	<u>90,714</u>	<u>90,469</u>
	Original Budget		76,231		
	Amendments		-		
	Amended Budget		<u>76,231</u>		
<b>SM Center Fund Revenues Over/(Under) Expenditures</b>		<u>(51,881)</u>	<u>(54,231)</u>	<u>(68,714)</u>	<u>(66,269)</u>
<b>Staffing History:</b>					
	Clerk Typist II	-	-	-	0.03
	Assistant Rec. Specialist	0.10	-	-	-
	Child Development Specialist	-	-	-	-
	Maintenance Assistant	0.23	-	0.87	0.73
	Program Leader	0.01	0.45	-	-
	Recreation Coordinator	0.30	0.30	0.30	0.30
	Recreation Specialist	-	0.13	-	-
	<b>Total FTEs</b>	<u>0.64</u>	<u>0.88</u>	<u>1.17</u>	<u>1.06</u>

# SM Center

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Budget Detail</b>					
<b>Revenues:</b>					
105-82-3502-0000	Rents & Concessions	15,569	22,000	22,000	24,200
		<u>15,569</u>	<u>22,000</u>	<u>22,000</u>	<u>24,200</u>
<b>Expenditures:</b>					
105-82-4001-0000	Full Time Wages	14,004.04	14,659	13,856	15,908
105-82-4002-0000	Part Time Wages	11,588	15,257	30,000	29,301
105-82-4004-0000	Overtime	-	-	46	-
105-82-4006-0000	Medicare	365	434	636	656
105-82-4008-6050	Retirement-PARS	361	-	800	293
105-82-4008-6160	Retirement-PERS	1,776	5,754	5,604	4,216
	Normal Cost				3,576
	UAL 20 Year Payoff				640
105-82-4010-0000	Cafeteria Benefit	2,951.16	3,600	3,600	3,960
105-82-4011-0000	Technology Allowance	-	-	195	180
	<b>Total Personnel</b>	<u>31,046</u>	<u>39,704</u>	<u>54,737</u>	<u>54,514</u>
105-82-4150-0000	Other Contract Services	2,265	3,510	3,510	3,588
105-82-4206-0000	Building Repair & Maintenance	14,772	12,667	12,667	12,667
	Custodial		6,287		6,287
	Security System		1,380		1,380
	HVAC Boiler		5,000		5,000
105-82-4316-0000	Equipment Repair & Maintenance	700	-	-	-
105-82-4376-0000	Materials & Supplies	930	1,200	1,200	1,200
105-82-4500-1980	Utilities-Electricity	13,622	15,500	15,500	15,500
105-82-4500-4950	Utilities-Gas	835	1,100	1,100	1,100
105-82-4500-9025	Utilities-Telephone	1,301	900	1,000	900
105-82-4500-9460	Utilities-Water	1,980	1,650	1,000	1,000
	<b>Total Services &amp; Supplies</b>	<u>36,404</u>	<u>36,527</u>	<u>35,977</u>	<u>35,955</u>
204-82-4600-0100	SM Center ADA Improvements	-	-	-	-
	<b>Total Capitalized Expenditures</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<b>Total Expenditures</b>	<u>67,450</u>	<u>76,231</u>	<u>90,714</u>	<u>90,469</u>

# Thurnher House

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Budget Summary</b>					
<b>Expenditures by Type:</b>					
	Personnel	39,783	55,380	53,050	48,404
	Services & Supplies	4,719	8,239	7,739	7,551
	Capital Outlay	-	-	-	-
	<b>Total Expenditures</b>	<b>44,502</b>	<b>63,619</b>	<b>60,789</b>	<b>55,955</b>
<b>Expenditures by Fund:</b>					
206	LA County Park Bond Fund	44,502	63,619	60,789	55,955
	<b>Total Expenditures</b>	<b>44,502</b>	<b>63,619</b>	<b>60,789</b>	<b>55,955</b>
		-	-	-	-
	Original Budget		63,619		
	Amendments		-		
	Amended Budget		<u>63,619</u>		
<b>Staffing History:</b>					
	Maintenance Assistant	0.27	0.28	0.43	0.55
	Recreation Coordinator	0.40	0.40	0.40	0.30
	Recreation Specialist	0.12	0.25	0.03	0.03
	<b>Total FTEs</b>	<b>0.79</b>	<b>0.93</b>	<b>0.86</b>	<b>0.88</b>
<b>Budget Detail</b>					
<b>Expenditures:</b>					
206-84-4001-0000	Full Time Salaries	18,415	19,545	18,474	15,599
206-84-4002-0000	Part Time Wages	14,070	19,620	21,025	23,826
206-84-4004-0000	Overtime	257	-	-	-
206-84-4006-0000	Medicare	467	590	573	1,133
206-84-4008-6050	Retirement-PARS	261	-	701	422
206-84-4008-6160	Retirement-PERS	2,378	7,825	5,318	3,644
	Normal Cost				2,683
	UAL 20 Year Payoff				961
206-84-4010-0000	Cafeteria Benefit	3,883	7,800	6,699	3,600
206-84-4011-0000	Technology Allowance	52	-	260	180
	<b>Total Personnel</b>	<b>39,783</b>	<b>55,380</b>	<b>53,050</b>	<b>48,404</b>
206-84-4206-0000	Building Repair & Maintenance	3,710	6,701	6,701	6,701
	Janitorial Service		4,401		4,401
	Other		2,300		2,300
206-84-4376-0000	Materials & Supplies	432	1,000	500	500
206-84-4500-4950	Utilities-Natural Gas	353	350	350	350
206-84-4500-9025	Utilities-Telephone	224	188	188	-
	<b>Total Services &amp; Supplies</b>	<b>4,719</b>	<b>8,239</b>	<b>7,739</b>	<b>7,551</b>
	<b>Total Expenditures</b>	<b>44,502</b>	<b>63,619</b>	<b>60,789</b>	<b>55,955</b>

## Senior Outreach

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Budget Summary</b>					
<b>Expenditures by Type:</b>					
	Personnel	2,398	5,773	6,489	5,646
	Services & Supplies	4,005	2,000	-	-
	Capital Outlay	-	-	-	-
	<b>Total Expenditures</b>	<u>6,403</u>	<u>7,773</u>	<u>6,489</u>	<u>5,646</u>
<b>Expenditures by Fund:</b>					
101	General Fund	2,000	2,000	-	-
204	CDBG Fund	4,403	5,773	6,489	5,646
	<b>Total Expenditures</b>	<u>6,403</u>	<u>7,773</u>	<u>6,489</u>	<u>5,646</u>
	Original Budget	-	7,773	-	-
	Amendments	-	-	-	-
	Amended Budget	-	<u>7,773</u>	-	-
<b>Staffing History:</b>					
	Clerk Typist II	-	-	-	0.05
	Recreation Specialist	0.05	0.06	0.04	0.07
	<b>Total FTEs</b>	<u>0.05</u>	<u>0.06</u>	<u>0.04</u>	<u>0.12</u>
<b>Budget Detail</b>					
<b>Expenditures:</b>					
204-88-4001-0000	Full Time Salaries	388	3,335	3,510	2,181
204-88-4002-0000	Part Time Wages	1,865	2,317	1,746	2,494
204-88-4006-0000	Medicare	32	34	69	68
204-88-4008-6050	Retirement-PARS	70	87	65	94
204-88-4008-6160	Retirement-PERS	43	-	479	209
204-88-4010-0000	Cafeteria Benefit	-	-	620	600
	<b>Total Personnel</b>	<u>2,398</u>	<u>5,773</u>	<u>6,489</u>	<u>5,646</u>
204-88-4150-0000	Contract Services	2,005	-	-	-
101-88-4150-0000	Contract Services	2,000	2,000	-	-
	<b>Total Services &amp; Supplies</b>	<u>4,005</u>	<u>2,000</u>	<u>-</u>	<u>-</u>
	<b>Total Expenditures</b>	<u>6,403</u>	<u>7,773</u>	<u>6,489</u>	<u>5,646</u>

## Library Summary

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Sources by Type:</b>					
<b>Non-Department Generated:</b>					
	Unrestricted Funds	1,232,884	1,431,974	1,372,843	1,381,401
		<u>1,232,884</u>	<u>1,431,974</u>	<u>1,372,843</u>	<u>1,381,401</u>
<b>Department Generated Funds:</b>					
	Charges for Services	107,154	62,950	125,650	125,650
	Rents & Concessions	10,140	8,500	11,000	11,000
	Donations	82,006	109,500	87,538	117,545
	Miscellaneous Revenues	2,946	10,238	10,818	14,180
		<u>202,245</u>	<u>191,188</u>	<u>235,006</u>	<u>268,375</u>
	<b>Total Sources</b>	<u>1,435,129</u>	<u>1,623,162</u>	<u>1,607,849</u>	<u>1,649,776</u>
<b>Uses by Type:</b>					
	Personnel	920,825	1,059,887	1,057,882	1,090,970
	Services & Supplies	507,901	548,275	534,711	558,806
	Capital Outlay	6,402	15,000	15,256	-
	<b>Total Uses</b>	<u>1,435,129</u>	<u>1,623,162</u>	<u>1,607,849</u>	<u>1,649,776</u>
	<b>Cost Recovery</b>	14%	12%	15%	16%
<b>Expenditures by Fund:</b>					
101	General Fund	1,292,929	1,474,962	1,469,176	1,551,029
281	Restricted Donations Fund	142,200	133,200	123,673	98,747
394	Capital Projects Fund	-	15,000	15,000	-
		<u>1,435,129</u>	<u>1,623,162</u>	<u>1,607,849</u>	<u>1,649,776</u>
		-	-	-	-
<b>Revenues:</b>					
101-90-3202-0000	Cenic Rebates	-	8,638	6,318	9,180
101-90-3344-6055	Passport Fees	70,506	30,000	90,000	90,000
101-90-3346-0000	Library Copies	6,713	8,000	6,500	6,500
101-90-3502-0000	Library Rental Fees	10,140	8,500	11,000	11,000
101-90-3701-0000	Miscellaneous Revenue-Library	2,946	1,600	4,500	5,000
101-91-3344-3963	Lost Materials Fees	3,552	3,000	3,000	3,000
101-91-3502-1496	DVD Rentals	4,444	5,000	4,500	4,500
101-93-3344-1200	Damaged Materials Fees	804	250	800	800
101-94-3344-0000	Overdue Materials Fees	19,336	15,000	19,000	19,000
101-94-3344-3000	Hold Fees	1,040	1,000	1,100	1,100
101-94-3344-7037	Replacement Library Card Fees	761	700	750	750
281-90-3601-0000	Library Donations Received	50	35,000	15,000	35,000
281-90-3601-1120	Donations-Crain Art Gallery	2,100	1,000	1,000	1,000
281-90-3601-9506	Library Wish List Donations	4,075	12,000	8,000	10,000
281-91-3601-0000	Adult Materials Donations-Othe	13,198	3,000	3,038	3,000
281-91-3601-0776	Adult Chinese Language Materie	2,000	2,000	2,000	2,000
281-91-3601-2575	Adult Materials Donations-Frie	14,000	14,500	16,500	21,545
281-92-3601-0000	Children's Mats. Donations	10,532	6,500	6,500	6,500
281-92-3601-2575	Children's Mats. Donations-Fri	36,050	35,500	35,500	38,500
		<u>202,245</u>	<u>191,188</u>	<u>235,006</u>	<u>268,375</u>

# Library Summary

**Staffing History:**

Assistant City Manager	0.50	0.50	0.50	-
Community Services Director	-	-	-	0.33
City Librarian	1.00	1.00	1.00	1.00
Administrative Analyst	0.50	0.50	0.50	0.75
Librarian III	1.00	1.00	1.00	1.00
Librarian II	2.00	2.00	2.00	2.00
Librarian I	0.64	0.65	0.69	0.73
Clerk Typist II	1.00	1.00	1.00	1.10
Library Assistant	3.85	3.75	3.66	3.93
Library Clerk II	4.00	3.85	4.57	5.05
Library Monitor	0.51	0.42	0.52	0.42
Page	2.19	1.83	2.65	1.73
Recreation Coordinator	0.25	0.25	0.25	0.25
<b>Total FTEs</b>	<b>17.44</b>	<b>16.75</b>	<b>18.34</b>	<b>18.28</b>
	-	-	-	-

# Library Administration

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Budget Summary</b>				
<b>Expenditures by Type:</b>				
Personnel	306,961	409,038	377,145	397,203
Services & Supplies	320,773	356,775	345,197	347,961
Capital Outlay	6,402	15,000	15,256	-
<b>Total Expenditures</b>	<b>634,136</b>	<b>780,813</b>	<b>737,598</b>	<b>745,164</b>

<b>Expenditures by Fund:</b>				
	19			
101 General Fund	563,838	702,913	669,225	721,762
281 Donations Fund	70,298	62,900	53,373	23,402
394 Capital Projects Fund	-	15,000	15,000	-
<b>Total Expenditures</b>	<b>634,136</b>	<b>780,813</b>	<b>737,598</b>	<b>745,164</b>
		-	-	-
		Original Budget	754,813	
		Amendments	26,000	
		Amended Budget	<b>780,813</b>	

<b>Staffing History:</b>				
Assistant City Manager	0.50	0.50	0.50	-
Community Services Director	-	-	-	0.33
City Librarian	0.90	0.90	0.90	0.90
Administrative Analyst	0.50	0.50	0.50	0.75
Clerk Typist II	1.00	1.00	1.00	1.00
Recreation Coordinator	0.25	0.25	0.25	0.25
Library Assistant	0.44	0.48	0.36	0.48
<b>Total FTEs</b>	<b>3.59</b>	<b>3.63</b>	<b>3.51</b>	<b>3.71</b>

## Budget Detail

### Expenditures:

101-90-4001-0000	Full Time Salaries	221,032	281,834	260,977	275,054
101-90-4002-0000	Part Time Wages	13,864	17,270	17,270	17,320
101-90-4004-0000	Overtime	1,106	1,051	645	945
101-90-4006-0000	Medicare	3,419	4,814	3,848	4,712
101-90-4008-6050	Retirement PARS	1	648	-	649
101-90-4008-6160	Retirement - PERS	28,409	53,651	44,635	48,603
	Normal Cost				24,745
	UAL				23,858
101-90-4010-0000	Cafeteria Benefit	36,089	45,960	45,960	45,960
101-90-4011-0000	Technology Allowance	3,042	3,810	3,810	3,960
	<b>Total Personnel</b>	<b>306,961</b>	<b>409,038</b>	<b>377,145</b>	<b>397,203</b>
101-90-4150-0000	Other Contract Services	65,953	103,748	103,748	99,985
	Anti-Virus Software		2,500		5,000
	Barth Room Acoustics Study		5,000		-
	CalREN Connection		18,523		14,820
	Collection HQ		5,000		5,000
	Comp. Refresh		-		240
	Computer Network/Tech (SLK)		50,000		50,000
	Credit Card Fees		1,700		3,000
	Dakim		-		3,410

# Library Administration

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
	Domain Names		100		100
	Envisionware		2,500		3,535
	EZ Proxy (OCLC)		1,285		1,400
	Flicker		50		-
	Go Daddy		100		100
	Livestream		-		2,400
	MH Software		800		-
	Movie Licensing		800		400
	Open DNS		740		740
	PTFS/Liblime		13,150		8,240
	Sonic Wall Security		-		100
	Syndetics		1,000		1,000
	Unpaid Sales Tax		500		500
281-90-4150-0000	Other Contract Services	740	-	-	-
	Collection HQ Software Subscription		-		
101-90-4206-0000	Building Repair & Maintenance	78,714	71,382	70,882	81,049
	Carpet Cleaning		2,000		2,000
	Custodial Services		29,107		30,000
	Cabinetry Repairs		-		5,000
	Donor Wall Upkeep		500		1,500
	Elevator Contract		3,400		3,734
	Elevator Permit		225		225
	Exterminators		2,400		2,400
	HVAC Contract		15,000		7,640
	Miscellaneous		5,000		5,000
	Outside Vendor Repairs		3,000		3,000
	Paint Study Room/Lifelong		-		3,500
	Paper Towels		5,000		5,000
	Roof Repair/Cleaning		-		2,000
	Security System		2,500		2,500
	Sprinkler System		750		750
	Teak Refurnishing		1,500		1,500
	Umbrellas (4)		-		800
	Upolstery/Chairs		1,000		2,000
	Window Cleaning		-		2,500
281-90-4206-0000	Building Repair & Maintenance	-	15,000	5,717	-
	Roof Repairs		15,000		-
101-90-4316-0000	Equipment Repair & Maintenance	1,099	1,000	1,000	1,500
	Cash Register		200		200
	Copier Repairs		-		500
	Passport Printer		500		500
	Photocopy Machine		300		300
281-90-4316-0000	Equipment Repair & Maintenance	-	-	-	6,402
	Large Printer Supplies				6,402

# Library Administration

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
101-90-4376-0000	Materials & Supplies	11,810	10,600	11,100	16,900
	Carts		-		700
	Circulation Supplies		2,500		3,000
	Light Bulbs (Public Works)		1,000		1,000
	Misc		4,500		5,000
	Passport supplies paper/ink		1,000		2,000
	Patron Cards		-		3,000
	Photo Lights		-		150
	Presidents meetings (lunch)		600		600
	Shirts		-		450
	Volunteer Recognition		1,000		1,000
101-90-4396-0000	Memberships & Dues	2,496	2,775	2,775	3,650
	ALA (Agency Membership)		150		600
	CALIFA		400		400
	CPLA		225		400
	City Club (2)		-		250
	SCLC		2,000		2,000
101-90-4398-0000	Mileage	628	360	375	300
101-90-4399-0000	Non-capitalized Equipment	3,512	7,000	5,500	20,200
	Cameras		-		2,500
	Cash Register		400		-
	Chairs		-		3,000
	Copier (5 Year Lease)		3,000		3,600
	Copier for Downstairs		-		600
	Currency Counter/Coin Sorter		500		-
	Lobby Mats		1,000		1,000
	Passport Picture Printer		1,500		1,500
	Tables for Barth Room		-		8,000
	Cabinet for Children's Supplies		400		-
	Refrigerator for Barth Room		200		-
281-90-4399-0000	Non-Capitalized Equipment	63,005	41,900	45,900	15,500
	Media Equipment		11,000		-
	Outside Poster Display Case		-		3,000
	Replace Chairs		-		1,500
	Replace Staff Computers		30,900		11,000
281-90-4399-1120	Non-Cap. Equipment-Crain Art G	150	6,000	1,500	1,500
101-90-4412-0000	Postage	5,288	4,400	5,200	5,200
101-90-4420-0000	Printing	138	2,810	2,200	2,500
101-90-4468-0000	Staff Development	1,089	600	100	525
	CPR		150		150
	CJPIA Academy Supervisor Training		-		375
	ILS training		450		-

## Library Administration

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
101-90-4480-0000	Travel & Meetings	315	800	800	2,050
	PLA Conference		-		925
	CLA Conference		-		775
	Misc. Conferences		800		350
101-90-4500-1980	Utilities-Electricity	70,723	75,000	73,000	75,000
101-90-4500-4950	Utilities-Natural Gas	3,027	4,600	3,200	3,500
101-90-4500-9025	Utilities-Telecommunications	4,309	600	4,000	4,000
101-90-4500-9460	Utilities-Water	4,673	5,000	5,000	5,000
101-90-4950-0001	Equipment Cost Allocation	3,103	3,200	3,200	3,200
	<b>Total Services &amp; Supplies</b>	<u>320,773</u>	<u>356,775</u>	<u>345,197</u>	<u>347,961</u>
281-90-4613-0000	Equipment	6,402	-	256	-
394-90-4600-7925	Construction	-	15,000	15,000	-
	Patio Shade Structure		15,000		
	<b>Total Capitalized Expenditures</b>	<u>6,402</u>	<u>15,000</u>	<u>15,256</u>	<u>-</u>
	<b>Total Expenditures</b>	<u>634,136</u>	<u>780,813</u>	<u>737,598</u>	<u>745,164</u>

## Adult Services

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Budget Summary</b>					
<b>Expenditures by Type:</b>					
	Personnel	168,694	177,867	182,550	188,436
	Services & Supplies	119,146	126,500	126,500	129,245
	Capital Outlay	-	-	-	-
	<b>Total Expenditures</b>	<u>287,840</u>	<u>304,367</u>	<u>309,050</u>	<u>317,681</u>
<b>Expenditures by Fund:</b>					
101	General Fund	266,018	276,067	280,750	287,336
281	Donations Fund	21,822	28,300	28,300	30,345
	<b>Total Expenditures</b>	<u>287,840</u>	<u>304,367</u>	<u>309,050</u>	<u>317,681</u>
	Original Budget	-	299,367	-	-
	Amendments	-	<u>5,000</u>	-	-
	Amended Budget	-	<u>304,367</u>	-	-
<b>Staffing History:</b>					
	City Librarian	0.10	0.10	0.10	0.10
	Librarian III	0.60	0.60	0.60	0.60
	Librarian II	0.20	0.20	0.20	0.20
	Librarian I	0.64	0.65	0.69	0.73
	Library Assistant	1.20	0.96	1.14	1.15
	<b>Total FTEs</b>	<u>2.74</u>	<u>2.51</u>	<u>2.73</u>	<u>2.78</u>

## Adult Services

Budget Detail		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Expenditures:</b>					
101-91-4001-0000	Full Time Salaries	65,709	70,495	68,072	71,589
101-91-4002-0000	Part Time Wages	76,514	72,071	79,325	84,970
101-91-4006-0000	Medicare	2,028	2,079	2,087	2,285
101-91-4008-6050	Retirement-PARS	1,827	1,286	1,698	1,572
101-91-4008-6160	Retirement-PERS	11,415	20,656	20,088	16,740
	Normal Cost				10,896
	UAL 20 Year Payoff				5,844
101-91-4010-0000	Cafeteria Benefit	10,959	11,040	11,040	11,040
101-91-4011-0000	Technology Allowance	242	240	240	240
	<b>Total Personnel</b>	<b>168,694</b>	<b>177,867</b>	<b>182,550</b>	<b>188,436</b>
281-91-4150-2575	Other Contract Services	1,438	2,000	2,000	2,000
101-91-4370-0335	Library Materials/Books	46,019	42,400	42,400	42,400
101-91-4370-1496	Library Materials-DVDs	3,911	4,000	4,000	4,000
101-91-4370-1985	Library Mats-Electronic Rsrcs	32,456	36,000	36,000	36,000
101-91-4370-6805	Library Mats-Print Subs	8,698	9,500	9,500	8,500
101-91-4370-8585	Library Mats-Standing Orders	6,240	6,300	6,300	8,000
281-91-4370-0000	Adult Materials-Other	3,334	1,800	1,800	1,800
281-91-4370-0776	Adult Chinese Language Mats.	3,000	2,000	2,000	2,000
281-91-4370-2575	Adult Materials-Friends	12,576	16,000	16,000	18,045
281-91-4376-0000	Supplies	-	5,000	5,000	5,000
281-91-4376-2575	Materials & Supplies-Friends	1,475	1,500	1,500	1,500
	<b>Total Services &amp; Supplies</b>	<b>119,146</b>	<b>126,500</b>	<b>126,500</b>	<b>129,245</b>
	<b>Total Expenditures</b>	<b>287,840</b>	<b>304,367</b>	<b>309,050</b>	<b>317,681</b>

## Childrens' Services

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Budget Summary</b>					
<b>Expenditures by Type:</b>					
	Personnel	146,809	155,860	158,227	153,418
	Services & Supplies	53,080	45,000	45,014	48,000
	Capital Outlay	-	-	-	-
	<b>Total Expenditures</b>	<u>199,889</u>	<u>200,860</u>	<u>203,241</u>	<u>201,418</u>
<b>Expenditures by Fund:</b>					
101	General Fund	149,809	158,860	161,241	156,418
281	Donations Fund	50,080	42,000	42,000	45,000
	<b>Total Expenditures</b>	<u>199,889</u>	<u>200,860</u>	<u>203,241</u>	<u>201,418</u>
		-	-	-	-
	Original Budget		200,860		
	Amendments		-		
	Amended Budget		<u>200,860</u>		
<b>Staffing History:</b>					
	Librarian II	1.00	1.00	1.00	1.00
	Library Assistant	1.15	1.11	1.11	1.11
	Monitor	0.51	0.42	0.52	0.42
	<b>Total FTEs</b>	<u>2.66</u>	<u>2.53</u>	<u>2.63</u>	<u>2.52</u>
<b>Budget Detail</b>					
<b>Expenditures:</b>					
101-92-4001-0000	Full Time Wages	64,311	68,832	66,284	68,832
101-92-4002-0000	Part Time Wages	56,351	54,794	59,600	55,287
101-92-4006-0000	Medicare	1,728	1,787	1,811	1,800
101-92-4008-6050	Retirement-PARS	1,200	1,273	1,432	1,290
101-92-4008-6160	Retirement-PERS	11,029	17,174	17,100	14,209
	Normal Cost				8,576
	UAL 20 Year Payoff				5,633
101-92-4010-0000	Cafeteria Benefits	12,189	12,000	12,000	12,000
	<b>Total Personnel</b>	<u>146,809</u>	<u>155,860</u>	<u>158,227</u>	<u>153,418</u>
281-92-4150-2575	Other Contract Services-Friend	5,971	3,500	3,500	3,500
101-92-4370-0000	Materials/Books/Media	3,000	3,000	3,014	3,000
281-92-4370-0000	Children's Mat.s-Other	12,899	6,500	6,500	6,500
281-92-4370-2575	Children's Mats.-Friends	26,033	26,000	26,000	29,000
281-92-4376-2575	Materials & Supplies-Friends	5,178	6,000	6,000	6,000
	<b>Total Services &amp; Supplies</b>	<u>53,080</u>	<u>45,000</u>	<u>45,014</u>	<u>48,000</u>
	<b>Total Expenditures</b>	<u>199,889</u>	<u>200,860</u>	<u>203,241</u>	<u>201,418</u>

# Processing

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Budget Summary</b>					
<b>Expenditures by Type:</b>					
	Personnel	76,112	90,980	93,541	90,963
	Services & Supplies	14,902	20,000	18,000	33,600
	Capital Outlay	-	-	-	-
	<b>Total Expenditures</b>	<u>91,014</u>	<u>110,980</u>	<u>111,541</u>	<u>124,563</u>
<b>Expenditures by Fund:</b>					
101	General Fund	91,014	110,980	111,541	124,563
	<b>Total Expenditures</b>	<u>91,014</u>	<u>110,980</u>	<u>111,541</u>	<u>124,563</u>
	Original Budget	-	110,980	-	-
	Amendments	-	-	-	-
	Amended Budget	-	<u>110,980</u>	-	-
<b>Staffing History:</b>					
	Librarian III	0.40	0.40	0.40	0.40
	Library Assistant	1.06	1.20	1.05	1.20
	Clerk II	-	-	-	0.10
	Page	-	0.10	-	-
	<b>Total FTEs</b>	<u>1.46</u>	<u>1.70</u>	<u>1.45</u>	<u>1.70</u>
<b>Budget Detail</b>					
<b>Expenditures:</b>					
101-93-4001-0000	Full Time Salaries	29,099	40,617	31,376	31,592
101-93-4002-0000	Part Time Wages	36,218	36,708	45,943	46,125
101-93-4006-0000	Medicare	951	1,114	992	1,124
101-93-4008-6050	Retirement-PARS	1,358	1,705	1,396	1,730
101-93-4008-6160	Retirement-PERS	3,612	6,036	9,034	5,592
	Normal Cost				3,000
	UAL 20 Year Payoff				2,592
101-93-4010-0000	Cafeteria Benefits	4,874	4,800	4,800	4,800
	<b>Total Personnel</b>	<u>76,112</u>	<u>90,980</u>	<u>93,541</u>	<u>90,963</u>
101-93-4150-0000	Other Contract Services	8,124	9,000	9,000	12,300
	Chinese Cataloging				9,000
	Microfiche				300
	Online Computer Library Center				3,000
101-93-4376-0000	Materials & Supplies	6,778	11,000	9,000	9,000
	<b>Total Services &amp; Supplies</b>	<u>14,902</u>	<u>20,000</u>	<u>18,000</u>	<u>33,600</u>
	<b>Total Expenditures</b>	<u>91,014</u>	<u>110,980</u>	<u>111,541</u>	<u>124,563</u>

# Circulation

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Budget Summary</b>				
<b>Expenditures by Type:</b>				
Personnel	222,251	226,142	246,419	260,950
Services & Supplies	-	-	-	-
Capital Outlay	-	-	-	-
<b>Total Expenditures</b>	222,251	226,142	246,419	260,950
<b>Expenditures by Fund:</b>				
101	General Fund	222,251	226,142	246,419
	<b>Total Expenditures</b>	222,251	226,142	246,419
		-	-	-
	Original Budget		226,142	
	Amendments		-	
	Amended Budget		226,142	
<b>Staffing History:</b>				
	Librarian II	0.80	0.80	0.80
	Clerk II	4.00	3.85	4.57
	Page	2.19	1.73	2.65
	<b>Total FTEs</b>	6.99	6.38	8.02

## Budget Detail

### Expenditures:

101-94-4001-0000	Full Time Salaries	52,086	55,066	54,923	55,714
101-94-4002-0000	Part Time Wages	144,902	142,667	162,148	175,943
101-94-4006-0000	Medicare	2,840	2,867	3,148	3,350
101-94-4008-6050	Retirement-PARS	4,852	5,350	6,081	6,598
101-94-4008-6160	Retirement-PERS	7,881	10,592	10,520	9,745
	Normal Cost				5,264
	UAL 20 Year Payoff				4,481
101-94-4010-0000	Cafeteria Benefit	9,689	9,600	9,600	9,600
	<b>Total Personnel</b>	222,251	226,142	246,419	260,950
	<b>Total Expenditures</b>	222,251	226,142	246,419	260,950

# Old Mill

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
<b>Budget Summary</b>				
<b>Sources by Type:</b>				
<b>Non-Department Generated:</b>				
Unrestricted Funds	56,185	83,500	84,562	87,000
Intergovernmental Funds	-	100,000	100,000	-
<b>Total Sources</b>	56,185	183,500	184,562	87,000
 <b>Uses by Type:</b>				
Personnel	4,263	-	1,062	-
Services & Supplies	51,922	63,500	63,500	55,000
Capital Outlay	-	120,000	120,000	32,000
<b>Total Uses</b>	56,185	183,500	184,562	87,000
<b>Cost Recovery</b>	0%	0%	0%	0%
 <b>Expenditures by Fund:</b>				
101      General Fund	56,185	63,500	64,562	55,000
238      County Park Grant	-	100,000	100,000	-
394      Capital Projects Fund	-	20,000	20,000	32,000
<b>Total Expenditures</b>	56,185	183,500	184,562	87,000
Original Budget		175,000		
Amendments		8,500		
Amended Budget		183,500		
 <b>Staffing History:</b>				
Executive Director	-	-	-	-
Recreation Specialist	0.09	-	-	-
Assistant Rec. Specialist	0.01	-	-	-
<b>Total FTEs</b>	0.10	-	-	-

# Old Mill

## Budget Detail

### Expenditures:

101-95-4002-0000	Part Time Wages	3,880	-	978	-
101-95-4006-0000	Medicare	54	-	11	-
101-95-4008-6050	Retirement - PARS	62	-	3	-
101-95-4008-6160	Retirement - PERS	267	-	70	-
101-95-4010-0000	Cafeteria Benefits	-	-	-	-
	<b>Total Personnel</b>	<b>4,263</b>	<b>-</b>	<b>1,062</b>	<b>-</b>
101-95-4150-0000	Other Contract Services	51,922	55,000	55,000	55,000
101-95-4206-0000	Building Repair & Maintenance	-	8,500	8,500	-
	<b>Total Services &amp; Supplies</b>	<b>51,922</b>	<b>63,500</b>	<b>63,500</b>	<b>55,000</b>
394-95-4600-5510	Restoration	-	20,000	20,000	32,000
238-95-4600-5510	Restoration	-	100,000	100,000	-
	<b>Total Capitalized Expenditures</b>	<b>-</b>	<b>120,000</b>	<b>120,000</b>	<b>32,000</b>
	<b>Total Expenditures</b>	<b>56,185</b>	<b>183,500</b>	<b>184,562</b>	<b>87,000</b>