

# FY 2013-14 CITY BUDGET



CITY OF TEMPLE CITY | 9701 LAS TUNAS DR., TEMPLE CITY, CA 91780 | (626) 285-2171



**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

CYNTHIA STERNQUIST  
Mayor

CARL BLUM  
Mayor Pro Tem

TOM CHAVEZ  
Councilmember

FERNANDO VIZCARRA  
Councilmember

VINCENT YU  
Councilmember

JOSE E. PULIDO  
City Manager

TRACEY L. HAUSE  
Administrative Services Director  
City Treasurer

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**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015  
TABLE OF CONTENTS**

**CITY OF TEMPLE CITY**

**BUDGET MESSAGE**

LETTER OF TRANSMITTAL

**BUDGET SUMMARY**

BUDGET GUIDE .....	1
CITY OFFICIALS .....	3
COMMISSIONS .....	4
ORGANIZATION STRUCTURE .....	5
ORGANIZATION CHART .....	6
FULL TIME POSITION SCHEDULE BY PROGRAM .....	7
FULL TIME POSITION SCHEDULE BY POSITION .....	10
PART TIME POSITION SCHEDULE BY PROGRAM .....	15
FULL TIME PERSONNEL COSTS .....	16
PART TIME PERSONNEL COSTS .....	17

**FUND SECTION**

FUND TYPES AND DESCRIPTIONS .....	19
FUNDING SOURCE ABBREVIATIONS .....	20
STATEMENT OF ESTIMATED FUND BALANCES FY 2012-13 .....	21
STATEMENT OF ESTIMATED FUND BALANCES FY 2013-14 .....	22
STATEMENT OF ESTIMATED FUND BALANCES FY 2014-15 .....	23
GENERAL FUND BALANCES RESERVED AND UNRESERVED AT 6-30-2104.....	24
INTERFUND TRANSFERS FY 2013-14 .....	25

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015  
TABLE OF CONTENTS**

**REVENUE SECTION**

ESTIMATED REVENUE FUNDS - BY SOURCE .....	29
REVENUE FUNDS - USES AND SOURCES .....	33

**EXPENDITURE SECTION**

APPROPRIATIONS LIMIT (GANN INITIATIVE) .....	37
EXPENDITURE APPROPRIATIONS BY FUNDING SOURCE .....	38
EXPENDITURE APPROPRIATIONS BY PROGRAM .....	41

**DEPARTMENTAL PROGRAMS**

**MANAGEMENT SERVICES DEPARTMENT**

	43
City Council .....	45
City Manager .....	51
City Attorney .....	59
Elections .....	63
Council Support .....	69

**ADMINISTRATIVE SERVICES DEPARTMENT**

	77
Support Services .....	79
Insurance/Benefits .....	85
Accounting .....	91
Purchasing .....	99

**PARKS & RECREATION DEPARTMENT**

	105
Recreation/Human Services .....	107
Public Transportation .....	117
Parks - Maintenance/Facilities .....	123
Trees and Parkways .....	131

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

**TABLE OF CONTENTS**

**COMMUNITY DEVELOPMENT DEPARTMENT**

PLANNING DIVISION .....	139
Planning .....	141
Building .....	149
Housing .....	155
PUBLIC SAFETY DIVISION .....	161
Law Enforcement .....	163
Traffic Engineering .....	171
Animal Control .....	175
Emergency Services .....	179
Community Preservation .....	185
Parking Administration .....	191
PUBLIC WORKS DIVISION .....	197
Administration and Engineering .....	199
Street Cleaning .....	205
Traffic Signal Maintenance .....	209
Traffic Signs & Striping Maintenance .....	213
Street Maintenance .....	217
Sidewalk Maintenance .....	221
Solid Waste Management .....	225
Street Lighting .....	229
PUBLIC MAINTENANCE DIVISION .....	235
General Government Buildings .....	237

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

**TABLE OF CONTENTS**

Parking Facilities .....	243
Graffiti Abatement .....	249

**VEHICLES AND EQUIPMENT**

INTRODUCTION .....	253
CAPITALIZED FIXED ASSETS .....	254
CAPITALIZED FIXED ASSET LISTINGS .....	256

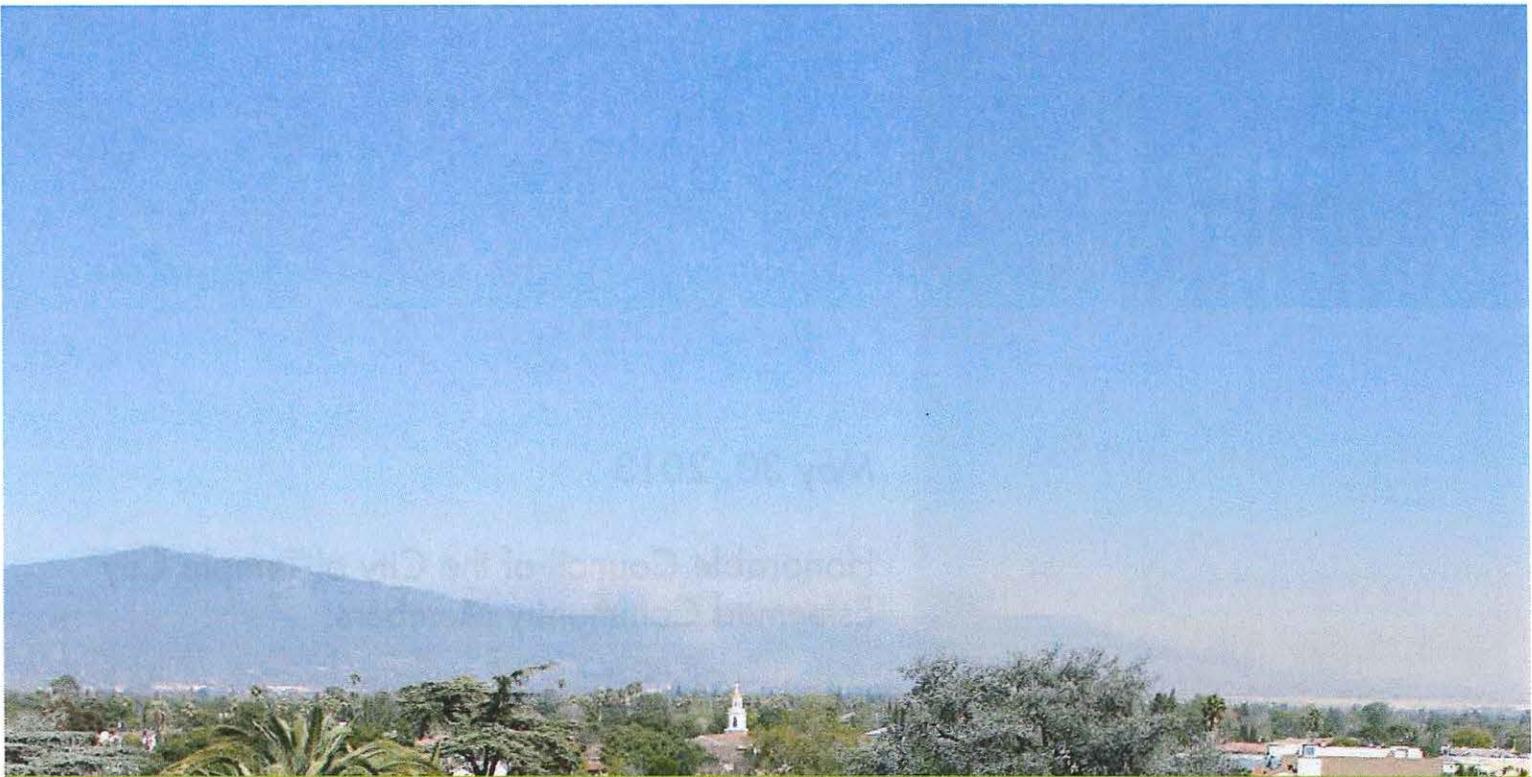
**CAPITAL IMPROVEMENT PROGRAM**

INTRODUCTION .....	259
FUNDING SOURCE DESCRIPTION .....	260
FUNDING SOURCE SUMMARY .....	261
PROJECT COST SUMMARY .....	262
PROJECT DETAIL .....	263
PROJECT RECAP .....	272

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013 - 2015

# **BUDGET MESSAGE**

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# FISCAL YEAR 2013-14 CITY BUDGET-IN-BRIEF



CITY OF TEMPLE CITY | 9701 LAS TUNAS DR., TEMPLE CITY, CA 91780 | (626) 285-2171



# FY 2013-14 BUDGET OVERVIEW

## EFFECTIVE

July 1, 2013 – June 30,  
2014

## CITY BUDGET

\$35,627,340

## NOTABLE TRENDS

Local revenues are flat-  
lining, though property  
taxes continue to rise.

## KEY INITIATIVES

Continue zero-based  
budgeting to maximize  
operational efficiency,  
elevate service levels.

Strengthen economic base  
through focused planning  
efforts and strategic  
investment.

Continue fostering citizen  
engagement in government.

May 30, 2013

Honorable Council of the City of Temple City  
Esteemed Community Members:

Imagining the ideal Temple City of tomorrow,  
much of the progress we shall see will largely  
depend on actions we take today in securing  
our community's long-term financial health and  
prosperity.

With that in mind, I present you this year's  
Budget-in-Brief for the Fiscal Year (FY) 2013-  
14 City Budget. The following report provides  
a concise overview of the City's financial  
position and planning efforts, as well as  
a brief analysis of key budget initiatives,  
anticipated revenues and expenditures, and  
overall economic trends.

## BUDGETING APPROACH

Considering the tough economic challenges  
brought about by the recent recession, public  
agencies nationwide have been confronted  
with painful funding cuts, reduced revenues,  
rising costs, etc. Fortunately, Temple City has  
been in a stable position. With our unique

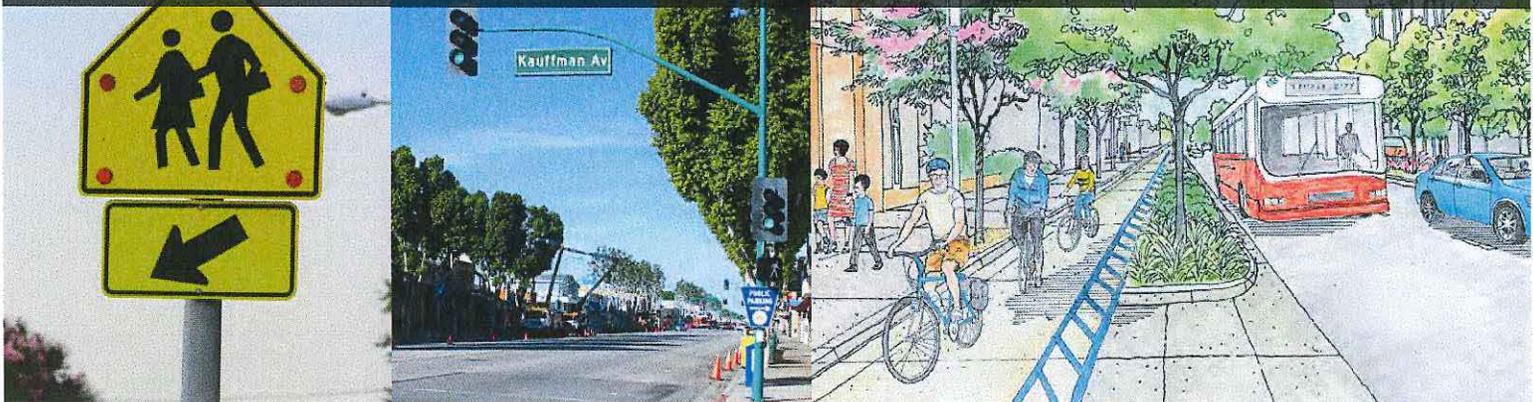
flexibility as a contract city, combined with a tradition of prudent financial planning and a strengthened emphasis on strategic investment, we have been able to adapt and even thrive. Looking ahead, continuing to implement the same strategies that have worked will allow us to maintain and grow toward a strong and sustainable financial future.

When we first experienced revenue decline a few years ago, what pulled us through was a strong commitment to maximizing available resources. We were focused not just on cutting costs, but doing so thoughtfully so as to minimize impacts to in-demand public services. Indeed, instituting zero-based budgeting—wherein we annually review program performance to prioritize spending—allowed us to consolidate operations, elevate levels of service while also realizing cost savings.

In conjunction with streamlining operations, our commitment to high-performance at City Hall also resulted in an ambitious grant-writing strategy, leveraging available funds to capture additional resources. While many public entities felt the sting of the recession in the form of major budget slashes and program cuts, our staff stepped up efforts to pursue grant resources.

Efforts have since yielded \$5.1 million dollars in external funding which has not only backfilled lost revenue, but funded full-fledged endeavors like the \$20.7 million Rosemead Boulevard Safety Enhancement and Beautification Project—more than 90 percent of which is paid for by grant and non-General Fund resources.

Grants received to date include Safe Routes to School and Community Development Block Grant for pedestrian improvements; Caltrans BTA funds for bike facilities; CalRecycle Recycled Asphalt Concrete Program to repave Rosemead Boulevard; Highway Safety Improvement Program for new Las Tunas Drive traffic signals; as well as a tree-planting grant from Supervisor Michael Antonovich.



With the City's fortunate success in capturing external resources during recent years, this year's revenues is seeing a dip, resulting largely from the absence of secured grants. However, with the City having applied for more than \$8 million in grant funding for the Las Tunas Drive Project, these numbers may change by July. And as we await notification on these awards, we are reminded that one-time grant funds do not provide a dependable source of revenue—but allow the City to leverage resources to complete impactful special projects.

Even as our financial standing stabilizes, we intend to integrate this practice as part of standard budget procedures, toward ensuring that the City utilizes revenues in a manner that will yield the highest return possible.

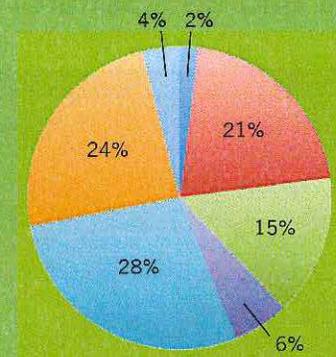
## FY 2013-14: SECURING LOCAL REVENUES

In putting together this financial plan, decisions were driven largely by their potential to grow and improve our community. Included budget initiatives address a broad spectrum of issues from street maintenance and economic vitality, to recreation and communications—all working in harmony to nurture a more well-rounded and complete Temple City.

# REVENUES AND EXPENDITURES

The City's revenues consist of the **General Fund (GF)**, comprised of local taxes—such as property and sales; and **special funds**, made up of external resources like transportation dollars and State gas taxes.

**TOTAL REVENUES \$15,927,920**  
**GENERAL FUND \$11,607,600**  
**SPECIAL FUND \$ 4,269,320**  
**OTHER \$ 51,000**



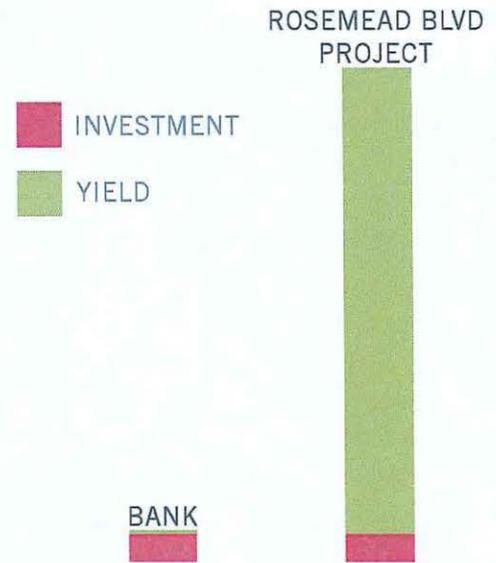
### GENERAL FUND

- OTHER SOURCES - 2%
- PROPERTY TAXES - 21%
- SALES TAXES - 15%
- OTHER TAXES - 6%
- INTERGOVERNMENTAL - 28%
- FINES, FEES, CHARGES - 24%
- INVESTMENTS - 4%

Highlights of notable budget initiatives are detailed below by category: Community Planning, Community Services and Community Engagement.

In anticipating upcoming fiscal conditions—especially with outside funding sources varying by year, and returns from our investment portfolio declining due to low interest rates—the key to our future prosperity is developing a solid tax base by leveraging resources. Though property values in Temple City continue to rise, sales tax revenues are seeing negligible increases and essentially leveling off.

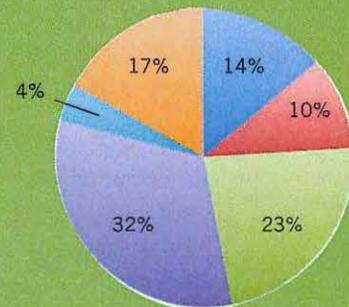
Economic development projects are therefore becoming increasingly important for sustaining a competitive economic standing and strengthening our future



## LEVERAGING RESOURCES

To spend or not to spend—that is the question at the heart of many financial decisions. With interest rates being low, the City is instead investing in high-yield endeavors and capital improvement projects that will pay in grant awards and long-term economic vitality. Using \$1.39 million in local revenues, the Rosemead Boulevard Project put together a more than \$20.7 budget—plus future revenue growth. That same amount in the bank would only have yielded \$35,000 over five years.

For FY 2013-14, a significant portion of expenditures is for the Rosemead Boulevard Project, which uses special revenues accumulated over the past several years—including received grants and transportation funds.



**TOTAL EXPENDITURES \$35,627,340**

**GENERAL FUND \$11,984,565**

**GENERAL FUND RESERVE \$ 3,456,320**

**RESERVES AND GRANTS \$20,186,455**

## EXPENDITURES BY DEPARTMENT

- MANAGEMENT SERVICES - 14%
- ADMINISTRATIVE SERVICES - 10%
- COMMUNITY DEVELOPMENT - 23%
- PUBLIC SAFETY - 32%
- MAINTENANCE - 4%
- PARKS AND RECREATION - 17%

# GENERAL FUND RESERVE

Thanks to a combination of financial prudence and favorable interest rates in previous years, the City was able to accumulate a significant **General Fund Reserve** (GFR) that last year was at 200 percent of the total operating budget, while most cities maintain about a 5 to 25 percent level.

With interest rates currently low, the City has taken a strategic approach, investing money on high-yield endeavors, such as capital improvement projects like the Rosemead Boulevard and Las Tunas Drive streetscape improvement plans.

This year, the City is expected to appropriate about \$3.5 million in GFR money for planning initiatives that invest in the community's future financial stability and economic vitality.

After the one-time outlays, the GFR will be at about \$17.5 million—still 150 percent of the operation budget. Emergency reserves of \$4.5 million remain in tact.

financial prospects. As such, this year's budget includes one-time General Fund Reserve (GFR) expenditures totaling about \$3.5 million to carry out such initiatives as the Las Tunas Drive downtown revitalization project, Civic Center Master Plan, General Plan Update and Las Tunas Drive/Rosemead Boulevard Specific Plan.

While some may express concern over the GFR outlays, these investments are in accord with our fiscal planning objectives of maximizing available resources and fostering long-term growth. Thanks in part to a tradition of financial prudence, our community's been able to accumulate significant reserves that last year was at 200 percent of our total operating budget, when most cities are maintaining a five to 25 percent level. And after this year's anticipated one-time appropriations, our \$17.5 million GFR will still be at 150 percent—meaning that even if we had zero revenues, we'd still be able to sustain existing levels of service for a year and a half.

Furthermore with interest rates currently low, the choice between options is clear: keep money in the bank on 0.5 percent yield, or invest on initiatives that secure our community's future prospects. The planning initiatives included in this year's budget will not only modernize local infrastructure, but also bring



our economy in alignment with the regional market, making Temple City a more pleasant and desirable place to live, work and play; while also naturally bolstering local sales and property tax revenues.

Ultimately, managing expenditures and investing in high-yield projects will ensure the health of the City's local revenues, enable our community to remain competitive in the regional economy, and provide resources that will allow us to sustain and improve public services.

## **BUDGET HIGHLIGHTS**

The FY 2013-14 City Budget addresses a comprehensive set of issues geared toward fostering a complete and well-rounded community. To learn more about any of the following initiatives, call City Hall at (626) 285-2171, or email [info@templecity.us](mailto:info@templecity.us).

## ***Community Planning***

Toward establishing a sustainable future for Temple City, the following planning initiatives—some mandated by State law—are aimed at updating infrastructure and modernizing our local economy to meet community and market needs for the next generation and beyond. With the recommendations of specific projects and programs from these planning exercises, the City will also become eligible for a variety of new funding opportunities.

### **General Plan Update**

The General Plan sets a long-term vision for the growth and development of the community. While it is recommended for jurisdictions to update their plans every 10 years to reflect community changes and new laws—such as environmental and transportation regulations—Temple City's last plan was completed in 1987.

### **Housing Element**

Per State mandate, the City must update its Housing Element every five years to identify the community's existing and projected housing needs, as well as develop policies and programs to address any shortfalls.

### **Five-Year Strategic Plan**

With the many planning initiatives recently completed and underway, the Strategic Plan works with the public to determine community priorities and establish a plan for implementation.

### **Las Tunas/Rosemead Specific Plan**

As a main sales tax-generating hub in the City, the future of the properties in the vicinity of the Las Tunas Drive/Rosemead Boulevard intersection, is critical for our

local economy. This specific plan will set guidelines for new development in alignment with market trends and needs—including the introduction of mixed-use design concepts that will further strengthen the economic potential of the area.

### **Civic Center Master Plan**

A potential collaboration with adjacent property owners, Los Angeles County and Temple City Unified School District, is set to rejuvenate the area around Temple City Park with a new City Hall, new library and additional open spaces.

### **Library Needs Assessment**

This study surveys the community to identify whether library needs are being met by the County facility. Results will help inform decisions made in regards to the upcoming Civic Center Master Plan.

### **Parks and Open Space Master Plan**

This in-progress plan identifies opportunities for new parks facilities and programs to meet the evolving needs of our growing population and changing demographics.

## Community Services

Continuing with our commitment to both streamlining and elevating operations, this year's budget includes the addition of new amenities, a focus on cost-saving preventative maintenance and reevaluation of existing contracts to ensure a high level of service to the community.

### Pavement Management Plan (PMP)

The PMP takes a systematic approach to roadway, curb and gutter, and sidewalk maintenance that focuses on preventative care, which not only promotes better system performance, but also yields long-term cost-savings.

### Fixed-Route Transit

As part of ongoing efforts to elevate service, the City has conducted a feasibility and planning study to determine demand for a potential community shuttle program.

### Service Contracts

With the City's agreement for public safety services coming up for renewal, staff is reevaluating the contract with the Los Angeles Sheriff's Department to ensure quality service delivery.

### Staff Support

With new planning initiatives and a new core communications function, two new full-time staff positions have been added this year to provide additional staff and customer service support in the Community Development Department and the Management Services Department.



## ***Community Engagement***

In exercising government transparency and responding to community demand for civic engagement, the City in 2012 established the Communications Office, adding public information as a core community service.

### **Communications Program**

With the Communications Office, the City launched several brand-new tools and programs to keep the community informed, engaged and educated on City projects. Such include the award-winning Connect Magazine, social media platforms, a website redesign and a media release function.

### **Citizen's Academy**

For aspiring next-generation City leaders and interested community members, Citizen's Academy provides

opportunities to learn about government functions and procedures.

### **Complete Neighborhoods Initiative**

Toward building community and local pride, this initiative takes a celebratory approach by encouraging open dialogue between City Hall and residents in inviting settings like neighborhood block parties and townhall meetings.



I hope this Budget-in-Brief has been an informative overview of the FY 2013-14 Budget. With the coming year's heavy focus on community planning initiatives, I look forward to meeting and collaborating with you to reimagine a new, brighter and more modernized Temple City of tomorrow.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jose E. Pulido', with a long, sweeping flourish extending to the right.

Jose E. Pulido  
City Manager

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013 - 2015

# **BUDGET SUMMARY**

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**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

**BUDGET GUIDE**

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

The BUDGET MESSAGE summarizes the major changes in the budget.

The BUDGET GUIDE describes the various sections of the budget.

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

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

The REVENUE SECTION provides a summary of the resources available.

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

The VEHICLES AND EQUIPMENT SECTION lists the vehicles and equipment to be replaced for FY 2013-15.

The CAPITAL IMPROVEMENT PROGRAM lists the capital improvement plan for FY 2013-15.

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

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**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

**CITY OFFICIALS**

CITY COUNCIL

CYNTHIA STERNQUIST  
Mayor

CARL BLUM  
Mayor Pro Tem

TOM CHAVEZ  
Councilmember

FERNANDO VIZCARRA  
Councilmember

VINCENT YU  
Councilmember

MANAGEMENT TEAM

JOSE E. PULIDO  
City Manager

TRACEY L. HAUSE  
Administrative Services Director / City Treasurer

CATHY BURROUGHS  
Director of Parks & Recreation

PEGGY KUO  
City Clerk

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

MARK H. PERSICO  
Community Development Director

ROBERT SAHAGUN  
Public Safety &  
Services Manager

BRYAN ARIIZUMI  
Public Safety  
Supervisor

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

**COMMISSIONS**

PLANNING COMMISSION

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

PARKS AND RECREATION COMMISSION

Nanette Fish	Chairman
Donna Gerogino	Commissioner
Dan Arrighi	Vice-Chairman
Kristel Haddad	Commissioner
Matthew Wong	Commissioner

PUBLIC SAFETY COMMISSION

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

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

**ORGANIZATION STRUCTURE**

**MANAGEMENT SERVICES DEPARTMENT**

City Council  
City Manager  
City Attorney  
Elections  
Council Support

**ADMINISTRATIVE SERVICES DEPARTMENT**

Support Services  
Insurance/Benefits  
Accounting  
Purchasing

**PARKS & RECREATION DEPARTMENT**

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

**COMMUNITY DEVELOPMENT DEPARTMENT**

**Planning Division**

Planning  
Building  
Housing

**Public Safety Division**

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

**Public Works Division**

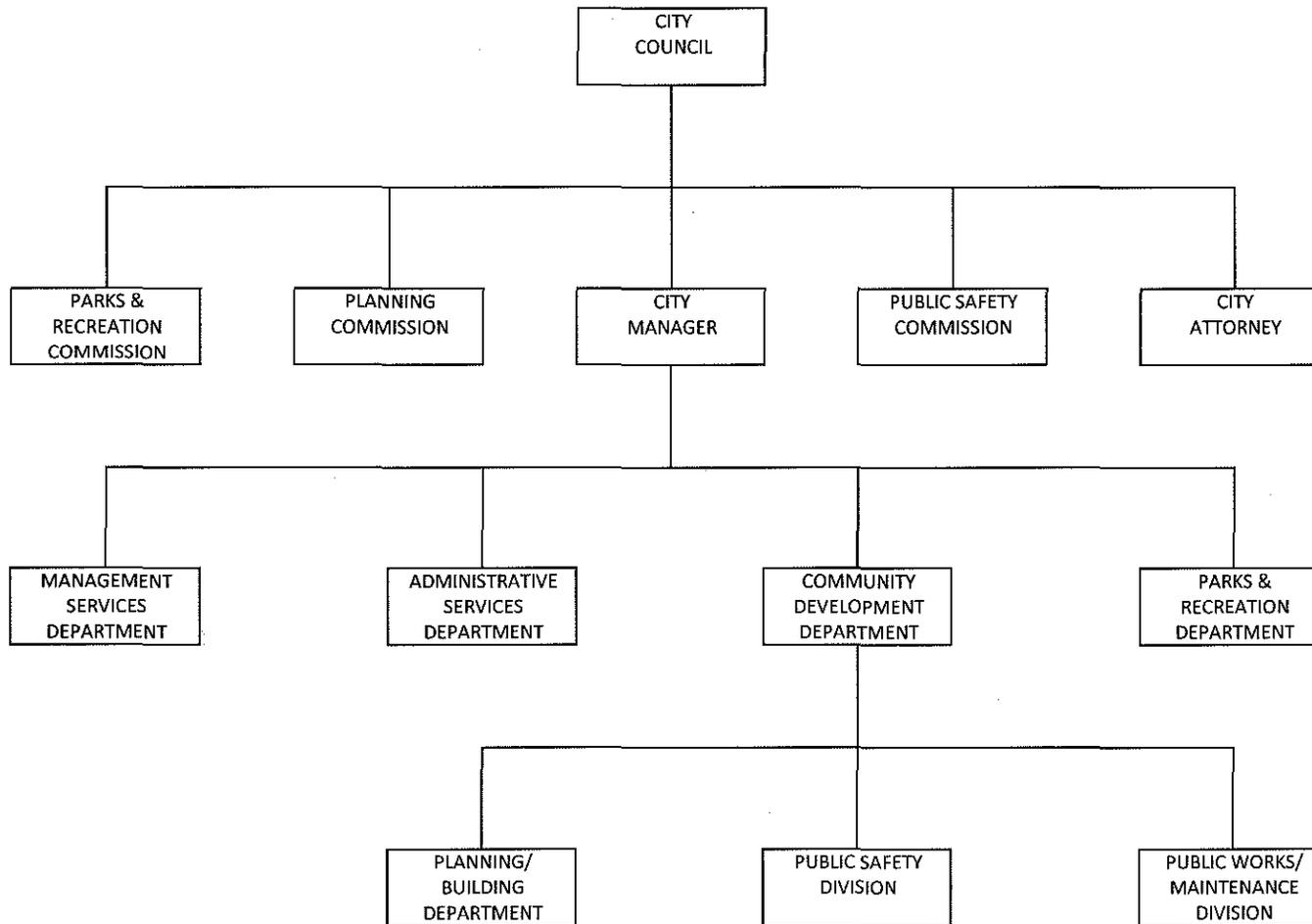
Administration & Engineering  
Street Cleaning  
Traffic Signal Maintenance  
Traffic Signs & Striping Maintenance  
Street Maintenance  
Sidewalk Maintenance  
Solid Waste Management  
Street Lighting

**Maintenance Division**

General Government Buildings  
Parking Facilities  
Graffiti Abatement

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015

ORGANIZATION CHART



**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

FULL TIME  
POSITION SCHEDULE  
BY PROGRAM

PROG NO.	PROGRAM STAFFING	FY 2012-13 POSITION	FY 2013-14 POSITION	FY 2014-15 POSITION
<b><u>MANAGEMENT SERVICES DEPARTMENT</u></b>				
42	CITY MANAGER			
	City Manager	1.00	1.00	1.00
	Economic Development Manager/Assistant to the City Manager	1.00	1.00	1.00
	Executive Assistant to the City Manager	1.00	1.00	1.00
	Management Analyst	-	1.00	1.00
		-	4.00	4.00
45	COUNCIL SUPPORT			
	City Clerk	1.00	1.00	1.00
	Deputy City Clerk	1.00	1.00	1.00
		2.00	2.00	2.00
<b><u>ADMINISTRATIVE SERVICES DEPARTMENT</u></b>				
46	SUPPORT SERVICES			
	Director of Administrative Services	0.25	0.25	0.25
	Personnel Analyst	0.50	0.50	0.50
		0.75	0.75	0.75
47	INSURANCE/BENEFITS			
	Director of Administrative Services	0.25	0.25	0.25
	Personnel Analyst	0.50	0.50	0.50
		0.75	0.75	0.75
48	ACCOUNTING			
	Director of Administrative Services	0.45	0.45	0.45
	Accountant	0.85	1.00	1.00
	Accounting Technician	1.00	1.00	1.00
		2.30	2.45	2.45
<b><u>PARKS &amp; RECREATION DEPARTMENT</u></b>				
57	RECREATION/HUMAN SERVICES			
	Director of Parks & Recreation	0.40	0.40	0.40
	Community Services Specialist	0.80	-	-
	Administrative Coordinator	0.30	0.30	0.30
	Parks & Recreation Coordinator	1.50	2.00	2.00
	Parks & Recreation Supervisor	-	0.60	0.60
	Deputy Director of Parks & Recreation	-	-	0.20
		3.00	3.30	3.50
58	PUBLIC TRANSPORTATION			
	Director of Parks & Recreation	0.20	0.20	-
	Director of Administrative Services	0.05	0.05	0.05
	Administrative Coordinator	0.35	0.35	0.20
	Office Assistant	0.10	-	-
	Secretary	0.10	-	-
	Deputy Director of Parks & Recreation	-	-	0.40
		0.80	0.60	0.65
59	PARKS - MAINTENANCE/FACILITIES			
	Director of Parks & Recreation	0.25	0.25	0.30
	Administrative Coordinator	0.25	0.25	0.25
	Community Services Specialist	0.20	-	-
	Parks & Recreation Coordinator	0.50	-	-
	Park Maintenance Worker	3.00	3.00	3.00
	Park Maintenance Lead Worker	1.00	1.00	1.00
	Parks & Recreation Supervisor	-	0.40	0.40
	Deputy Director of Parks & Recreation	-	-	0.20
		5.20	4.90	5.15

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

FULL TIME  
POSITION SCHEDULE  
BY PROGRAM

PROG NO.	PROGRAM STAFFING	FY 2012-13 POSITION	FY 2013-14 POSITION	FY 2014-15 POSITION
83	TREES & PARKWAYS			
	Director of Parks & Recreation	0.15	0.15	0.30
	Administrative Coordinator	0.10	0.10	0.25
	Tree Trimmer-Leadworker	1.00	1.00	1.00
	Tree Trimmer	2.00	2.00	2.00
	Deputy Director of Parks & Recreation	-	-	0.20
		3.25	3.25	3.75
<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>				
53	PLANNING			
	Community Development Director	0.25	0.25	0.25
	Secretary	0.40	0.40	0.40
	Associate Planner	2.00	2.00	2.00
	Planning Manager	1.00	0.60	0.60
	Office Assistant	-	0.20	0.20
		3.65	3.45	3.45
54	BUILDING			
	Community Development Director	0.15	0.20	0.20
	Secretary	0.10	0.60	0.60
	Building Inspector	0.80	0.80	0.80
	Building/Housing Assistant	0.85	0.85	0.85
	Planning Manager	-	0.40	0.40
	Office Assistant	-	0.20	0.20
		1.90	3.05	3.05
55	HOUSING			
	Community Development Director	0.05	0.05	0.05
	Secretary	0.10	-	-
	Building Inspector	0.20	0.20	0.20
	Building/Housing Assistant	0.15	0.15	0.15
	Accountant	0.15	-	-
		0.65	0.40	0.40
<b>PUBLIC SAFETY DIVISION</b>				
61	LAW ENFORCEMENT			
	Community Development Director	0.10	0.10	0.10
	Public Safety Supervisor	0.20	0.20	0.20
	Office Assistant	0.10	-	-
	Secretary	0.10	-	-
	Public Safety & Services Manager	-	0.20	0.20
	Management Analyst	-	0.20	0.20
		0.50	0.70	0.70
63	ANIMAL CONTROL			
	Public Safety Supervisor	0.10	-	-
	Office Assistant	0.05	0.20	0.20
	Secretary	0.35	0.25	0.25
	Public Safety & Services Manager	-	0.10	0.10
	Management Analyst	-	0.10	0.10
		0.50	0.65	0.65
64	EMERGENCY SERVICES			
	Public Safety Supervisor	0.20	0.40	0.40
	Community Development Director	-	0.10	0.10
	Public Safety & Services Manager	-	0.10	0.10
	Management Analyst	-	0.10	0.10
		0.20	0.70	0.70

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

FULL TIME  
POSITION SCHEDULE  
BY PROGRAM

PROG NO.	PROGRAM	FY 2012-13 POSITION	FY 2013-14 POSITION	FY 2014-15 POSITION
	STAFFING			
65	COMMUNITY PRESERVATION			
	Community Development Director	0.10	0.10	0.10
	Public Safety & Services Manager	1.00	0.10	0.10
	Community Preservation Officer	2.00	2.00	2.00
	Office Assistant	0.30	-	-
	Secretary	0.40	-	-
	Senior Community Preservation Officer	1.00	1.00	1.00
	Management Analyst	-	0.10	0.10
		<u>4.80</u>	<u>3.30</u>	<u>3.30</u>
67	PARKING ADMINISTRATION			
	Community Development Director	0.10	-	-
	Public Safety Supervisor	0.20	0.20	0.20
	Parking Control Officer	1.00	1.00	1.00
	Office Assistant	0.15	0.20	0.20
	Secretary	0.20	0.40	0.40
	Public Safety & Services Manager	-	0.20	0.20
	Management Analyst	-	0.20	0.20
		<u>1.65</u>	<u>2.20</u>	<u>2.20</u>
<b>PUBLIC WORKS DIVISION</b>				
71	ADMINISTRATION & ENGINEERING			
	Community Development Director	0.15	0.20	0.20
	Office Assistant	0.20	0.20	0.20
	Public Safety Supervisor	0.10	0.10	0.10
	Secretary	0.20	0.25	0.25
	Public Safety & Services Manager	-	0.10	0.10
	Management Analyst	-	0.10	0.10
		<u>0.65</u>	<u>0.95</u>	<u>0.95</u>
74	TRAFFIC SIGNS & STRIPING			
	Maintenance Lead Worker	0.30	0.30	0.30
	Maintenance Worker	-	0.40	0.40
		<u>0.30</u>	<u>0.70</u>	<u>0.70</u>
78	STREET LIGHTING			
	Public Safety Supervisor	0.10	0.10	0.10
	Office Assistant	0.05	-	-
	Secretary	0.05	0.10	0.10
	Public Safety & Services Manager	-	0.10	0.10
	Management Analyst	-	0.10	0.10
		<u>0.20</u>	<u>0.40</u>	<u>0.40</u>
<b>MAINTENANCE DIVISION</b>				
81	GENERAL GOVERNMENT BUILDINGS			
	Community Development Director	0.10	-	-
	Maintenance Lead Worker	0.40	0.40	0.40
	Maintenance Worker	-	0.30	0.30
		<u>0.50</u>	<u>0.70</u>	<u>0.70</u>
82	PARKING FACILITIES			
	Public Safety Supervisor	0.10	-	-
	Maintenance Lead Worker	0.30	0.30	0.30
	Maintenance Worker	1.00	0.30	0.30
	Public Safety & Services Manager	-	0.10	0.10
	Management Analyst	-	0.10	0.10
		<u>1.40</u>	<u>0.80</u>	<u>0.80</u>
84	GRAFFITI ABATEMENT			
	Office Assistant	0.05	-	-
		<u>0.05</u>		
<b>TOTAL FULL TIME POSITIONS</b>		<u><b>38.00</b></u>	<u><b>40.00</b></u>	<u><b>41.00</b></u>

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

FULL TIME  
POSITION SCHEDULE  
BY POSITION

ACCT NO.	POSITION PROGRAM	FY 2012-13 ALLOCATION	FY 2013-14 ALLOCATION	FY 2014-15 ALLOCATION
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**MANAGEMENT SERVICES DEPARTMENT**

4106	CITY MANAGER 42 City Manager	1.00	1.00	1.00
4109	ASSISTANT TO THE CITY MANAGER 42 City Manager	1.00	1.00	1.00
4107	EXECUTIVE ASSISTANT TO THE CITY MANAGER 42 City Manager	1.00	1.00	1.00
4173	MANAGEMENT ANALYST 42 City Manager		1.00	1.00
4108	CITY CLERK 45 Council Support	1.00	1.00	1.00
4111	DEPUTY CITY CLERK 45 Council Support	1.00	1.00	1.00

**ADMINISTRATIVE SERVICES DEPARTMENT**

4112	ADMINISTRATIVE SERVICES DIRECTOR 46 Support Services	0.25	0.25	0.25
	47 Insurance/Benefits	0.25	0.25	0.25
	48 Accounting	0.45	0.45	0.45
	58 Public Transportation	0.05	0.05	0.05
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
4110	PERSONNEL ANALYST 46 Support Services	0.50	0.50	0.50
	47 Insurance/Benefits	0.50	0.50	0.50
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
4114	ACCOUNTANT 48 Accounting	0.85	1.00	1.00
	55 Housing	0.15	-	-
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
4115	ACCOUNTING TECHNICIAN 48 Accounting	1.00	1.00	1.00

**PARKS & RECREATION DEPARTMENT**

4122	DIRECTOR OF PARKS & RECREATION 57 Recreation/Human Services	0.40	0.40	0.40
	58 Public Transportation	0.20	0.20	-
	59 Parks - Maintenance/Facilities	0.25	0.25	0.30
	83 Trees & Parkways	0.15	0.15	0.30
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
4172	DEPUTY DIRECTOR OF PARKS & RECREATION 57 Recreation/Human Services			0.20
	58 Public Transportation			0.40
	59 Parks - Maintenance/Facilities			0.20
	83 Trees & Parkways			0.20
				<u>1.00</u>

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

FULL TIME  
POSITION SCHEDULE  
BY POSITION

ACCT NO.	POSITION PROGRAM	FY 2012-13 ALLOCATION	FY 2013-14 ALLOCATION	FY 2014-15 ALLOCATION
4123	PARKS & RECREATION SUPERVISOR			
	57 Recreation/Human Services		0.60	0.60
	59 Parks - Maintenance/Facilities		0.40	0.40
			<u>1.00</u>	<u>1.00</u>
4124	ADMINISTRATIVE COORDINATOR			
	57 Recreation/Human Services	0.30	0.30	0.30
	58 Public Transportation	0.35	0.35	0.20
	59 Parks - Maintenance/Facilities	0.25	0.25	0.25
	83 Trees & Parkways	0.10	0.10	0.25
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
4125	COMMUNITY SERVICES SPECIALIST			
	57 Recreation/Human Services	0.80		
	59 Parks - Maintenance/Facilities	0.20		
		<u>1.00</u>		
4127	PARKS & RECREATION COORDINATOR			
	57 Recreation/Human Services	0.50	1.00	1.00
	59 Parks - Maintenance/Facilities	0.50	-	-
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
4147	PARKS & RECREATION COORDINATOR			
	57 Recreation/Human Services	1.00	1.00	1.00
4140	PARK MAINTENANCE LEAD WORKER			
	59 Parks - Maintenance/Facilities	1.00	1.00	1.00
4136	PARK MAINTENANCE WORKER			
	59 Parks - Maintenance/Facilities	1.00	1.00	1.00
4137	PARK MAINTENANCE WORKER			
	59 Parks - Maintenance/Facilities	1.00	1.00	1.00
4138	PARK MAINTENANCE WORKER			
	59 Parks - Maintenance/Facilities	1.00	1.00	1.00
4143	TREE TRIMMER LEAD WORKER			
	83 Trees & Parkways	1.00	1.00	1.00
4141	TREE TRIMMER			
	83 Trees & Parkways	1.00	1.00	1.00
4142	TREE TRIMMER			
	83 Trees & Parkways	1.00	1.00	1.00

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

FULL TIME  
POSITION SCHEDULE  
BY POSITION

ACCT NO.	POSITION PROGRAM	FY 2012-13 ALLOCATION	FY 2013-14 ALLOCATION	FY 2014-15 ALLOCATION
<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>				
4117	COMMUNITY DEVELOPMENT DIRECTOR			
	53 Planning	0.25	0.25	0.25
	54 Building	0.15	0.20	0.20
	55 Housing	0.05	0.05	0.05
	61 Law Enforcement	0.10	0.10	0.10
	64 Emergency Services	0.00	0.10	0.10
	65 Community Preservation	0.10	0.10	0.10
	67 Parking Administration	0.10	-	-
	71 Administration & Engineering	0.15	0.20	0.20
	81 General Government Buildings	0.10	-	-
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
4118	PLANNING MANAGER			
	53 Planning	1.00	0.60	0.60
	54 Building	-	0.40	0.40
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
4148	ASSOCIATE PLANNER			
	53 Planning	1.00	1.00	1.00
4149	ASSOCIATE PLANNER			
	53 Planning	1.00	1.00	1.00
4119	SECRETARY			
	53 Planning	0.40	0.40	0.40
	54 Building	0.10	0.60	0.60
	55 Housing	0.10	-	-
	65 Community Preservation	0.40	-	-
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
4131	BUILDING INSPECTOR			
	54 Building	0.80	0.80	0.80
	55 Housing	0.20	0.20	0.20
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
4120	BUILDING/HOUSING ASSISTANT			
	54 Building	0.85	0.85	0.85
	55 Housing	0.15	0.15	0.15
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
4132	PUBLIC SAFETY SUPERVISOR			
	61 Law Enforcement	0.20	0.20	0.20
	63 Animal Control	0.10	-	-
	64 Emergency Services	0.20	0.40	0.40
	67 Parking Administration	0.20	0.20	0.20
	71 Administration & Engineering	0.10	0.10	0.10
	78 Street Lighting	0.10	0.10	0.10
	82 Parking Facilities	0.10	-	-
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
4134	PARKING CONTROL OFFICER			
	67 Parking Administration	1.00	1.00	1.00

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

FULL TIME  
POSITION SCHEDULE  
BY POSITION

ACCT NO.	POSITION PROGRAM	FY 2012-13 ALLOCATION	FY 2013-14 ALLOCATION	FY 2014-15 ALLOCATION
<b>COMMUNITY DEVELOPMENT DEPARTMENT (Continue)</b>				
4130	SECRETARY			
	58 Public Transportation / 61 Law Enforcement	0.20	-	-
	63 Animal Control	0.35	0.25	0.25
	67 Parking Administration	0.20	0.40	0.40
	71 Administration & Engineering	0.20	0.25	0.25
	78 Street Lighting	0.05	0.10	0.10
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
4135	PUBLIC SAFETY & SERVICES MANAGER			
	61 Law Enforcement	-	0.20	0.20
	63 Animal Control	-	0.10	0.10
	64 Emergency Services	-	0.10	0.10
	65 Community Preservation	1.00	0.10	0.10
	67 Parking Administration	-	0.20	0.20
	71 Administration & Engineering	-	0.10	0.10
	78 Street Lighting	-	0.10	0.10
	82 Parking Facilities	-	0.10	0.10
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
4171	SENIOR COMMUNITY PRESERVATION OFFICER			
	65 Community Preservation	1.00	1.00	1.00
4133	COMMUNITY PRESERVATION OFFICER			
	65 Community Preservation	1.00	1.00	1.00
4145	COMMUNITY PRESERVATION OFFICER			
	65 Community Preservation	1.00	1.00	1.00
4116	OFFICE ASSISTANT			
	53 Planning	-	0.20	0.20
	54 Building	-	0.20	0.20
	58 Public Transportation / 61 Law Enforcement	0.20	-	-
	63 Animal Control	0.05	0.20	0.20
	65 Community Preservation	0.30	-	-
	67 Parking Administration	0.15	0.20	0.20
	71 Administration and Engineering	0.20	0.20	0.20
	78 Street Lighting / 84 Graffiti Abatement	0.10	-	-
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
4139	MAINTENANCE LEAD WORKER			
	74 Traffic Signs & Striping Maintenance	0.30	0.30	0.30
	81 General Government Buildings	0.40	0.40	0.40
	82 Parking Facilities	0.30	0.30	0.30
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
4146	MAINTENANCE WORKER			
	74 Traffic Signs & Striping Maintenance	-	0.40	0.40
	81 General Government Buildings	-	0.30	0.30
	82 Parking Facilities	1.00	0.30	0.30
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

FULL TIME  
POSITION SCHEDULE  
BY POSITION

ACCT NO.	POSITION PROGRAM	FY 2012-13 ALLOCATION	FY 2013-14 ALLOCATION	FY 2014-15 ALLOCATION
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**COMMUNITY DEVELOPMENT DEPARTMENT (Continue)**

4175	MANAGEMENT ANALYST			
	61 Law Enforcement		0.20	0.20
	63 Animal Control		0.10	0.10
	64 Emergency Services		0.10	0.10
	65 Community Preservation		0.10	0.10
	67 Parking Administration		0.20	0.20
	71 Administration & Engineering		0.10	0.10
	78 Street Lighting		0.10	0.10
	82 Parking Facilities		0.10	0.10
			1.00	1.00

**TOTAL FULL TIME POSITIONS**

**38.00**

**40.00**

**41.00**

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

PART TIME  
POSITION SCHEDULE  
BY PROGRAM

PROGRAM STAFFING	FY 2012-13 POSITION	FY 2013-14 POSITION	FY 2014-15 POSITION
<b><u>MANAGEMENT SERVICES DEPARTMENT</u></b>			
CITY MANAGER			
Executive Assistant	1.00		
Management Analysts	2.00	2.00	2.00
Office Assistant	1.00	1.00	1.00
	4.00	3.00	3.00
COUNCIL SUPPORT			
Office Assistant		1.00	1.00
<b><u>ADMINISTRATIVE SERVICES DEPARTMENT</u></b>			
ACCOUNTING			
Accounting Assistant	1.00	1.00	1.00
<b><u>PARKS &amp; RECREATION DEPARTMENT</u></b>			
RECREATION/HUMAN SERVICES			
Recreation Leaders	24.00	24.00	24.00
Recreation Aids	15.00	15.00	15.00
Senior Leaders	1.50	1.50	1.50
Parks & Recreation Intern	1.00	1.00	1.00
	41.50	41.50	41.50
PARKS -MAINTENANCE/FACILITIES			
Park Maintenance Worker	1.00	1.00	1.00
Recreation Leaders	4.00	4.00	4.00
Senior Leader	0.50	0.50	0.50
Park Patrol Officer	1.00		
	6.50	5.50	5.50
TREES & PARKWAYS			
Maintenance Worker	1.00	1.00	1.00
<b><u>COMMUNITY DEVELOPMENT DEPARTMENT</u></b>			
PLANNING			
Community Development Project Manager	1.00		
Management Analyst	1.00	1.00	1.00
	2.00	1.00	1.00
LAW ENFORCEMENT			
Park Patrol Officers		2.00	2.00
COMMUNITY PRESERVATION			
Community Preservation Officer	1.00	1.00	1.00
Community Development Interns	2.00		
	3.00	1.00	1.00
PARKING ADMINISTRATION			
Parking Control Officers	3.00	3.00	3.00
ADMINISTRATIVE & ENGINEERING			
Community Development Intern	1.00		
Management Analyst		1.00	1.00
PARKING FACILITIES			
Maintenance Workers	3.00	3.00	3.00
<b>TOTAL PART TIME POSITIONS</b>	<b>66.00</b>	<b>64.00</b>	<b>64.00</b>

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

**FULL TIME  
PERSONNEL COSTS**

PROGRAM	ADOPTED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15
<b>MANAGEMENT SERVICES DEPARTMENT</b>			
41 City Council	\$43,200	\$44,100	\$44,940
42 City Manager	319,825	429,770	440,450
45 Council Support	133,755	143,725	152,405
<b>ADMINISTRATIVE SERVICES DEPARTMENT</b>			
46 Support Services	81,140	83,490	86,990
47 Insurance/Benefits	81,140	83,490	86,990
48 Accounting	199,935	208,245	214,800
<b>PARKS &amp; RECREATION DEPARTMENT</b>			
57 Recreation/Human Resources	208,755	253,750	280,995
58 Public Transportation	66,770	59,130	60,190
59 Parks-Maintenance/Facilities	277,565	275,510	313,385
83 Trees & Parkways	189,020	194,165	251,920
<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>			
<b>PLANNING DIVISION</b>			
53 Planning	194,850	283,485	295,380
54 Building	133,910	230,470	237,815
55 Housing	47,535	30,885	32,105
<b>PUBLIC SAFETY DIVISION</b>			
61 Law Enforcement	40,045	61,035	64,175
63 Animal Control	30,345	38,455	40,160
64 Emergency Services	17,195	64,585	67,940
65 Community Preservation	348,595	226,415	239,540
67 Parking Administration	109,280	143,235	148,345
<b>PUBLIC WORKS DIVISION</b>			
71 Administration & Engineering	47,740	74,335	77,120
74 Traffic Signs & Striping Maintenance	18,465	37,475	38,970
78 Street Lighting	13,465	29,865	31,420
<b>MAINTENANCE DIVISION</b>			
81 General Government Buildings	37,735	39,095	40,430
82 Parking Facilities	71,075	47,520	49,620
<b>TOTAL FULL TIME PERSONNEL COSTS</b>	<b>\$2,713,395</b>	<b>\$3,082,230</b>	<b>\$3,296,085</b>

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

**PART TIME  
PERSONNEL COSTS**

PROGRAM	ADOPTED FY 2012-13	ADOPTED FY 2013-14	PROPOSED FY 2014-15
<b>MANAGEMENT SERVICES DEPARTMENT</b>			
42 City Manager	\$100,515	\$53,315	\$54,365
45 Council Support	5,900	5,125	5,200
<b>ADMINISTRATIVE SERVICES DEPARTMENT</b>			
48 Accounting	46,800	57,550	60,570
<b>PARKS &amp; RECREATION DEPARTMENT</b>			
57 Recreation/Human Resources	357,020	389,110	404,665
59 Parks-Maintenance/Facilities	171,450	164,960	171,240
83 Trees & Parkways	2,780	14,450	14,735
<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>			
<b>PLANNING DIVISION</b>			
53 Planning	101,730	52,025	54,565
54 Building	2,500	2,000	2,000
<b>PUBLIC SAFETY DIVISION</b>			
61 Law Enforcement		71,400	72,800
65 Community Preservation	101,330	52,000	53,000
67 Parking Administration	86,670	99,690	101,645
<b>PUBLIC WORKS DIVISION</b>			
71 Administration & Engineering	30,160	38,450	39,470
82 Parking Facilities	74,000	45,000	72,000
<b>TOTAL PART TIME PERSONNEL COSTS</b>	<b>\$1,080,855</b>	<b>\$1,045,075</b>	<b>\$1,106,255</b>

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CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015

# FUND SECTION

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**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

**FUND TYPES AND DESCRIPTIONS**

The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate.

Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds and account groups are presented as follows:

**GOVERNMENTAL FUND TYPES**

**General Fund**

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

**Special Revenue Funds**

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

**Debt Service Fund**

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

**Capital Projects Fund**

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

**PROPRIETARY FUND TYPES**

**Internal and Agency Funds**

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

**FIDUCIARY FUND TYPES**

**Trust and Agency Funds**

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

**ACCOUNT GROUPS**

**General Fixed Assets Account Group**

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

**General Long-Term Debt Account Group**

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

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

**FUNDING SOURCE ABBREVIATIONS**

<u>Fund No.</u>	<u>Funding Source</u>	<u>Abbreviation</u>
01	General Fund	GF
	Reserved	GF RESVD
	Received from CalTrans	GF-CT
	Economic Development	GF-Eco Dev
11	Traffic Safety	TS
13	COPS Law Enforcement Block Grant (Brulte)	COPS
15	Proposition A	PROP A
16	Proposition C	PROP C
17	Used Oil	Used Oil
19	State Office of the Traffic Safety Grant	OTS
21	Gas Tax (2105, 2106, 2107, 2107.5)	GT
24	Proposition 1B	PROP 1B
27	Community Development Block Grant	CDBG
28	Local Transportation SB821 / Transportation Development Act	SB821/TDA
29	Air Quality Management District	AQMD
30	Measure R	MR
33	Sewer Reconstruction	SR
36	Highway Safety Improvement Program	HSIP
37	Surface Transportation Program-Local	STPL
41	1992/96 Park Bond	92/96 PB
42	1996 Park Bond	96PB
43	State Recycling / Litter Funds	ST REC
46	Park Acquisition	PA
47	Lighting/Landscape District	L/LD
48	Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU)	SAFE LU
	Environment Protection Agency	EPA
	Beverage Container Recyclable	BCR
	Safe Routes To School	SR2S
	Bicycle Transportation Account	BTA
	Congestion Mitigation and Air Quality	CMAQ

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015  
STATEMENT OF ESTIMATED FUND BALANCES  
AS OF JUNE 30, 2012 AND JUNE 30, 2013

	FUND BALANCE July 1, 2012	ESTIMATED REVENUES FY 12-13	TRANSFERS IN	ESTIMATED EXPENDITURES FY 12-13	ESTIMATED EQUIP/VEH REP FY 12-13	ESTIMATED CAPITAL IMPROVEMENT PROJECT	TRANSFERS OUT	EST. FUND BALANCE June 30, 2013
<b>GENERAL FUND</b>								
Committed	4,500,000							4,500,000
Assigned	17,200,000						1,050,000 CIP	16,150,000
Unassigned	1,849,859	11,637,160	107,428	11,688,040	186,985		195,890 CIP	1,523,532
Nonspendable	1,678						1,678	-
<b>TOTAL DESIGNATED GENERAL FUND</b>	<b>23,551,537</b>	<b>11,637,160</b>	<b>107,428</b>	<b>11,688,040</b>	<b>186,985</b>		<b>1,247,568</b>	<b>22,173,532</b>
<b>RESERVED</b>								
City Loan (Calabee's)	440,668						105,250 GF DESG	335,418
City Loan (Chamber)	5,100						500 GF DESG	4,600
City Loans (Homeowners)	56,775							56,775
<b>TOTAL GENERAL FUND</b>	<b>24,054,080</b>	<b>11,637,160</b>	<b>107,428</b>	<b>11,688,040</b>	<b>186,985</b>	-	<b>1,353,318</b>	<b>22,570,325</b>
<b>SPECIAL REVENUE FUND</b>								
Traffic Safety	749	50,000		40,000				10,749
High Tech Grant (CLEEP)	8,784							8,784
State COPS Grant (Brulte)	948	100,100		100,000				1,048
Proposition A	2,155,483	708,000		670,730				2,192,753
Proposition C	4,092,989	451,000					3,685,430 CIP	858,559
Used Oil	8,807	11,410		8,900				11,317
State Office of the Traffic Safety Grant	-	10,000		10,000				-
Gas Tax (2105,2106,2107,2107.5)	1,599,112	1,006,000		433,955	33,985		148,490 CIP/LLD	1,988,682
Asset Seizures	729							729
Prop 1B	549,367	1,000					531,015 CIP	19,352
CDBG	-	552,140		168,140			384,000 CIP	-
Local Transportation SB821	87	22,010					22,000 CIP	97
Air Quality Improvement	27,131	40,190			4,990			62,331
Measure R	621,751	331,500					105,390 CIP	847,861
Sewer Reconstruction	641,056	65,000						706,056
EECBG	104,235	-		104,235				-
Congestion Management	22,258	5,000						27,258
Highway Safety Improvement Program	-	340,000						340,000
Surface Transp. Program - Local	-	-						-
1992/96 Park Bond	-	40,000		40,000				-
State Recycling/Litter	9,720	9,700		9,700				9,720
Disaster Fund	-							-
Park Acquisition	24,196	17,000						41,196
Lighting/Landscape District								
Assessment Fees	(1,321,150)	330,000	118,490 GT	378,305	39,135			(1,290,100)
Ad Valorem Tax	3,266,711	756,000		462,130				3,560,581
RAC, STPL, SAFE LU, EPA, SR25, BTA, CMAQ*	-	5,636,770						5,636,770
<b>TOTAL SPECIAL REVENUE</b>	<b>11,812,963</b>	<b>10,482,820</b>	<b>118,490</b>	<b>2,426,095</b>	<b>78,110</b>	-	<b>4,876,325</b>	<b>9,396,973</b>
<b>CAPITAL IMPROVEMENT FUND</b>	<b>-</b>	<b>-</b>	<b>6,003,725</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,003,725</b>	<b>-</b>
<b>TRUST FUND</b>	<b>180,285</b>	<b>2,000</b>	<b>-</b>	<b>5,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>177,285</b>
<b>INTERNAL SERVICE FUND</b>								
Self Insurance Fund	582,431	45,000		200,000				427,431
<b>TOTAL ALL FUNDS</b>	<b>36,629,759</b>	<b>22,166,980</b>	<b>6,229,643</b>	<b>14,319,135</b>	<b>265,095</b>	<b>-</b>	<b>6,003,725</b>	<b>32,572,014</b>

\* CIP Projects to be reimbursed by: (Rubberized Asphalt Concrete Grant \$110,250) (Surface Transportation Program Local \$1,007,815) (Safe, Account, Flexible, Efficient Transportation Equity Act: A Legacy of Users \$719,920) (Environment Protection Agency \$194,000) (Safe Route 2 School \$431,900) (Bicycle Transportation Account \$922,900) and (Congestion Mitigation and Air Quality \$2,249,985)

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015  
STATEMENT OF ESTIMATED FUND BALANCES  
AS OF JUNE 30, 2013 AND JUNE 30, 2014

	FUND BALANCE July 1, 2013	ESTIMATED REVENUES FY 13-14	TRANSFERS IN	ESTIMATED EXPENDITURES FY 13-14	ESTIMATED EQUIP/VEH REP FY 13-14	ESTIMATED CAPITAL IMPROVEMENT PROJECT	TRANSFERS OUT	EST. FUND BALANCE June 30, 2014
<b>GENERAL FUND</b>								
Committed	4,500,000							4,500,000
Assigned	16,150,000						1,000,000 CIP	15,150,000
Unassigned	1,523,532	11,607,600	110,586	11,713,765	270,800		1,121,320 CIP	135,833
Nonspendable	-							-
<b>TOTAL DESIGNATED GENERAL FUND</b>	<b>22,173,532</b>	<b>11,607,600</b>	<b>110,586</b>	<b>11,713,765</b>	<b>270,800</b>		<b>2,121,320</b>	<b>19,785,833</b>
<b>RESERVED</b>								
City Loan (Calabee's)	335,418						110,086 GF DESG	225,332
City Loan (Chamber)	4,600						500 GF DESG	4,100
City Loans (Homeowners)	56,775							56,775
<b>TOTAL GENERAL FUND</b>	<b>22,570,325</b>	<b>11,607,600</b>	<b>110,586</b>	<b>11,713,765</b>	<b>270,800</b>	-	<b>2,231,906</b>	<b>20,072,040</b>
<b>SPECIAL REVENUE FUND</b>								
Traffic Safety	10,749	50,000		40,000				20,749
High Tech Grant (CLEEP)	8,784							8,784
State COPS Grant (Brulte)	1,048	100,100		100,000				1,148
Proposition A	2,192,753	718,000		792,875			1,500,000 CIP	617,878
Proposition C *	858,559	457,000					2,780,645 CIP	(1,465,086)
Used Oil	11,317	15,000		8,690				17,627
State Office of the Traffic Safety Grant	-							-
Gas Tax (2105,2106,2107,2107.5)	1,988,682	1,049,000		766,360	41,000		2,079,900 CIP/LLD	150,422
Asset Seizures	729							729
Prop 1B	19,352	1,000					14,465 CIP	5,887
CDBG	-	226,860		151,860			75,000 CIP	-
Local Transportation SB821	97	22,010						22,107
Air Quality Improvement	62,331	40,150			80,000			22,481
Measure R	847,861	341,500					1,194,230 CIP	(4,869)
Sewer Reconstruction	706,056	60,000					400,000 CIP	366,056
EECBG	-							-
Congestion Management	27,258	1,000						28,258
Highway Safety Improvement Program	340,000						340,000 CIP	-
Surface Transp. Program - Local	-							-
1992/96 Park Bond	-	40,000		40,000				-
State Recycling/Litter	9,720	9,700					9,000 CIP	10,420
Disaster Fund	-							-
Park Acquisition	41,196	17,000						58,196
Lighting/Landscape District								
Assessment Fees	(1,290,100)	315,000	124,900 GT	434,495	50,980			(1,335,675)
Ad Valorem Tax	3,560,581	806,000		525,085			2,000,000 CIP	1,841,496
RAC, STPL, SAFE LU, EPA, SR2S, BTA, CMAQ, BCR**	5,636,770						5,636,770 CIP	-
<b>TOTAL SPECIAL REVENUE</b>	<b>9,396,973</b>	<b>4,269,320</b>	<b>124,900</b>	<b>2,859,365</b>	<b>171,980</b>	-	<b>16,030,010</b>	<b>366,608</b>
<b>CAPITAL IMPROVEMENT FUND</b>	<b>-</b>	<b>-</b>	<b>18,026,430</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>18,026,430</b>	<b>-</b>
<b>TRUST FUND</b>	<b>177,285</b>	<b>1,000</b>	<b>-</b>	<b>5,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>173,285</b>
<b>INTERNAL SERVICE FUND</b>								
Self Insurance Fund	427,431	50,000		250,000				227,431
<b>TOTAL ALL FUNDS</b>	<b>32,572,014</b>	<b>15,927,920</b>	<b>18,261,916</b>	<b>14,828,130</b>	<b>442,780</b>	<b>-</b>	<b>18,026,430</b>	<b>20,839,364</b>

\* Upon award notification from Los Angeles County Metropolitan Transportation Authority, staff will request a budget amendment to commit the required grant matching fund in Fiscal Year 2015-16 based upon grant award.

\*\* CIP Projects to be reimbursed by: (Rubberized Asphalt Concrete Grant \$110,250) (Surface Transportation Program Local \$1,007,815) (Safe, Account, Flexible, Efficient Transportation Equity Act: A Legacy of Users \$719,920) (Environment Protection Agency \$194,000) (Safe Route 2 School \$431,900) (Bicycle Transportation Account \$922,900) and (Congestion Mitigation and Air Quality \$2,249,985)

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015  
STATEMENT OF ESTIMATED FUND BALANCES  
AS OF JUNE 30, 2014 AND JUNE 30, 2015

	FUND BALANCE July 1, 2014	ESTIMATED REVENUES FY 14-15	TRANSFERS IN	ESTIMATED EXPENDITURES FY 14-15	ESTIMATED EQUIP/VEH REP FY 14-15	ESTIMATED CAPITAL IMPROVEMENT PROJECT	TRANSFERS OUT	EST. FUND BALANCE June 30, 2015
<b>GENERAL FUND</b>								
Committed	4,500,000							4,500,000
Assigned	15,150,000							15,150,000
Unassigned	135,833	11,514,600	115,643	11,584,300	65,000		47,000 CIP	69,776
Nonspendable	-							-
<b>TOTAL DESIGNATED GENERAL FUND</b>	<b>19,785,833</b>	<b>11,514,600</b>	<b>115,643</b>	<b>11,584,300</b>	<b>65,000</b>		<b>47,000</b>	<b>19,719,776</b>
<b>RESERVED</b>								
City Loan (Calabee's)	225,332						115,143 GF DESG	110,189
City Loan (Chamber)	4,100						500 GF DESG	3,600
City Loans (Homeowners)	56,775							56,775
<b>TOTAL GENERAL FUND</b>	<b>20,072,040</b>	<b>11,514,600</b>	<b>115,643</b>	<b>11,584,300</b>	<b>65,000</b>	-	<b>162,643</b>	<b>19,890,340</b>
<b>SPECIAL REVENUE FUND</b>								
Traffic Safety	20,749	50,000		40,000				30,749
High Tech Grant (CLEEP)	8,784							8,784
State COPS Grant (Brulte)	1,148	100,100		100,000				1,248
Proposition A	617,878	728,000		863,910				481,968
Proposition C	(1,465,086)	465,000						(1,000,086)
Used Oil	17,627	15,000		8,690				23,937
State Office of the Traffic Safety Grant	-	10,000		10,000				-
Gas Tax (2105,2106,2107,2107.5)	150,422	1,104,000		817,360	8,000		255,445 CIP/LLD	173,617
Asset Seizures	729							729
Prop 1B	5,887	1,000						6,887
CDBG	-	153,000		153,000				-
Local Transportation SB821	22,107	22,010						44,117
Air Quality Improvement	22,481	40,150						62,631
Measure R	(4,869)	351,500					100,000 CIP	246,631
Sewer Reconstruction	366,056	60,000		10,000				416,056
EECBG	-	-		-				-
Congestion Management	28,258	1,000						29,258
Highway Safety Improvement Program	-	-						-
Surface Transp. Program - Local	-	-						-
1992/96 Park Bond	-	40,000		40,000				-
State Recycling/Litter	10,420	9,700						20,120
Disaster Fund	-							-
Park Acquisition	58,196	17,000						75,196
Lighting/Landscape District								
Assessment Fees	(1,335,675)	330,000	130,445 GT	520,585				(1,395,815)
Ad Valorem Tax	1,841,496	806,000		512,390				2,135,106
RAC, STPL, SAFE LU, EPA *	-							-
<b>TOTAL SPECIAL REVENUE</b>	<b>366,608</b>	<b>4,303,460</b>	<b>130,445</b>	<b>3,075,935</b>	<b>8,000</b>	-	<b>355,445</b>	<b>1,361,133</b>
<b>CAPITAL IMPROVEMENT FUND</b>	<b>-</b>	<b>-</b>	<b>272,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>272,000</b>	<b>-</b>
<b>TRUST FUND</b>	<b>173,285</b>	<b>1,000</b>	<b>-</b>	<b>5,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>169,285</b>
<b>INTERNAL SERVICE FUND</b>								
Self Insurance Fund	227,431	55,000		250,000				32,431
<b>TOTAL ALL FUNDS</b>	<b>20,839,364</b>	<b>15,874,060</b>	<b>518,088</b>	<b>14,915,235</b>	<b>73,000</b>	<b>-</b>	<b>272,000</b>	<b>21,453,189</b>

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015

**General Fund Balances  
Reserved and Unreserved at 6-30-14**

	Appropriations	Expenditure Balance	Account Number
<b>Committed</b>			
Emergency/Disasters	\$ 1,000,000		
Liquidity	\$ 2,000,000		
OPEB	\$ 1,000,000		
Local Economic Uncertainty	<u>\$ 500,000</u>		
		\$ 4,500,000	
<b>Assigned</b>			
Fleet Management		\$ 400,000	
Facilities Management	\$ 4,000,000		
P3 Overlay Master Plan	\$ (150,000)		01-930-53-4231
Counci Chamber Remodel	<u>\$ (310,000)</u>		60-980-81-4810 P10-05
		\$ 3,540,000	
Technology Replacement	\$ 200,000		
Document Imaging	\$ (45,000)		01-910-45-4231
Automation of Personnel Processes	\$ (15,000)		01-910-46-4231
Community Development Permit Software	<u>\$ (110,000)</u>		01-930-54-4231
		\$ 30,000	
Economic Development	\$ 8,000,000		
Rosemead Boulevard Enhancements (FY 2012-14)	\$ (1,000,000)		
5800 Temple City Boulevard (FY 2012-13)	\$ (1,050,000)		
General Plan Update (2 Years)	\$ (750,000)		01-930-53-4231
Las Tunas/Rosemead Specific Plan	\$ (650,000)		01-930-53-4231
Economic Development Strategy	\$ (25,000)		01-910-42-4231
Five Year Strategic Plan	<u>\$ (40,000)</u>		01-930-53-4231
		\$ 4,485,000	
Opportunities for One-Time Expenditures	\$ 4,600,000		
Housing Element	\$ (15,000)		01-930-53-4231
Sign Code Update	\$ (55,000)		01-930-53-4231
Complete Neighborhood Initiative	\$ (40,000)		01-950-65-4231
Historic Preservation Ordinance	\$ (30,000)		01-930-53-4231
Analysis of Waste Management Contract	\$ (50,000)		01-960-77-4231
Analysis of Public Safety Contract	<u>\$ (50,000)</u>		01-950-61-4231
		\$ 4,360,000	
Unreserved		\$ 174,408	
Internal Reserves (City Loans)		<u>\$ 286,207</u>	
<b>Total Fund Balance</b>		<u><b>\$ 17,775,615</b></u>	

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CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013 - 2015

INTERFUND TRANSFER SUMMARY

TRANSFER IN	AMOUNT		TRANSFER OUT	AMOUNT
General Fund	110,586	GF (Reserved)	General Fund	788,350 CIP
			General Fund (Received from CalTrans)	332,970 CIP
Lighting/Landscape District	124,900	Gas Tax	General Fund (Economic Development)	1,000,000 CIP
			General Fund (Reserved)	110,586 GF
Capital Improvement Fund	788,350	GF	Gas Tax	124,900 Lighting/Landscape Distict
	332,970	GF-CT		
	1,000,000	GF-Eco Dev	Proposition A	1,500,000 CIP
	1,500,000	Prop A	Proposition C	2,780,645 CIP
	2,780,645	Prop C	Gas Tax	1,955,000 CIP
	1,955,000	Gas Tax	Prop 1B	14,465 CIP
	14,465	Prop 1B	Community Development Block Grant	75,000 CIP
	75,000	CDBG	Measure R	1,194,230 CIP
	1,194,230	MR	Sewer Reconstruction	400,000 CIP
	400,000	SR	Highway Safety Improvement Program	340,000 CIP
	340,000	HSIP	Lighting/Landscape District	2,000,000 CIP
	2,000,000	L/LD	Environment Protection Agency	194,000 CIP
	194,000	EPA	Beverage Container Recyclable	9,000 CIP
	9,000	BCR	Safe Routes To School	431,900 CIP
	431,900	SR2S		
	5,010,870	See Note *	* Note:	
	<u>18,026,430</u>		Rubberized Asphalt Concrete Grant	110,250 CIP
			Surface Transportation Program-Local	1,007,815 CIP
			Safe, Accountable, Flexible, Efficient Transportation	CIP
			Equity Act: A Legacy for Users (SAFE-LU)	719,920 CIP
			Bicycle Transportation Account	922,900 CIP
			Congestion Mitigation and Air Quality	<u>2,249,985</u> CIP
				5,010,870
<b>TOTAL INTERFUND TRANSFERS</b>	<b><u>18,261,916</u></b>		<b>TOTAL INTERFUND TRANSFERS</b>	<b><u>18,261,916</u></b>

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013 - 2015**

TRANSFER IN	TRANSFER OUT	AMOUNT	DESCRIPTION
General Fund	General Fund (Reserved)	110,086	Reimbursement to the City for Calabee's loan
		<u>500</u>	Reimbursement to the City for Chamber of Commerce loan
		110,586	
Lighting/Landscape District 47-990-90-9043	Gas Tax 21-990-90-9120	124,900	Trees & Parkways
Capital Improvement Fund 60-990-90-9005	General Fund 01-990-90-9168	30,000	Council Chamber Renovation
		70,000	Citywide Parks & Open Space Master Plan
		7,000	Remote/Motorizing Access Gate for City Yard
		28,000	Redesign City Hall Lobby, Conference Room & Management Office
		48,350	Bicycle Master Plan Implementation - Installation of 12.6 Miles
		52,000	Installation of 45 Separate Improvements around 9 School Sites
		15,000	Repair Operable Walls in Community Center
		10,500	Installation of Hand Dryers in Park Restrooms
		6,000	New Playground Equipment for Temple City Park
		150,000	Citywide Traffic Calming Implementation
		66,500	Catch Basin Inserts
		40,000	City Hall Server Room HVAC
		30,000	Repainting Inside City Hall
		35,000	Rebuild the Roof for the City Yard Buildings
		200,000	Demolition and Site Preparation for 5800 Temple City Blvd. Parking Lot
		<u>1,332,970</u>	Rosemead Boulevard Improvement Project
		2,121,320	
60-990-90-9065	Proposition A 15-990-90-9168	1,500,000	Rosemead Boulevard Improvement Project

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013 - 2015**

TRANSFER IN	TRANSFER OUT	AMOUNT	DESCRIPTION
Capital Improvement Fund			
60-990-90-9090	Proposition C 16-990-90-9168	1,580,645 <u>1,200,000</u> 2,780,645	Rosemead Boulevard Improvement Project Redesign Las Tunas Drive Project
60-990-90-9043	Gas Tax 21-990-90-9168	1,350,000 150,000 300,000 125,000 <u>30,000</u> 1,955,000	Rosemead Boulevard Improvement Project Repaving of Streets per Re-assessment Pavement Management Index Street Sweeping Signage Slurry Seal Program South Parking Lot
60-990-90-9026	Prop 1B 24-990-90-9168	14,465	Rosemead Boulevard Improvement Project
60-990-90-9015	CDBG 27-990-90-9168	75,000	ADA Barrier Removal Program
60-990-90-9047	Measure R 30-990-90-9168	794,230 300,000 <u>100,000</u> 1,194,230	Rosemead Boulevard Improvement Project Citywide Upgrade Traffic Street Signage Citywide Traffic Calming Study Master Plan
60-990-90-9080	Sewer Reconstruction 33-990-90-9168	400,000	Upgrade Sewer Line on Longden from Rosemead to Encinita

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013 - 2015**

TRANSFER IN	TRANSFER OUT	AMOUNT	DESCRIPTION
Capital Improvement Fund			
60-990-90-9093	Highway Safety Impr. Program 36-990-90-9168	340,000	Rosemead Boulevard Improvement Project
60-990-90-9020	Lighting/Landscape District 47-990-90-9168	2,000,000	Rosemead Boulevard Improvement Project
	Environment Protection Agency	194,000	Upgrade Sewer Line on Longden from Rosemead to Encinita
	Beverage Container Recyclable	9,000	Upgrade Sewer Line on Longden from Rosemead to Encinita
	Safe Routes To School	431,900	Installation of 45 Separate Improvements around 9 School Sites
	Bicycle Transportation Account	443,000	Rosemead Boulevard Improvement Project
		<u>479,900</u>	Bicycle Master Plan Implementation - Installation of 12.6 Miles
		922,900	
	Various Funding Sources	4,087,970	Rosemead Boulevard Improvement Project
<b>TOTAL INTERFUND TRANSFERS</b>		<b><u>18,261,916</u></b>	

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

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013 - 2015

# REVENUE SECTION

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**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

**ESTIMATED REVENUE FUNDS - BY SOURCE**

	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15	Budget % Change
<b>GENERAL FUND</b>						
<b>TAXES</b>						
Real Estate Transfer Tax 01-810-32-3201	99,417	120,000	120,000	120,000	120,000	0.0%
Sales and Use Tax 01-810-32-3205	1,223,440	1,305,000	1,287,000	1,323,000	1,335,000	1.4%
In Lieu Sales Tax 01-810-32-3206	418,878	437,000	415,000	415,000	415,000	-5.0%
Franchise Fees 01-810-32-3207	553,598	558,200	558,200	560,000	560,000	0.3%
Transient Occupancy Tax 01-810-32-3209	32,966	35,000	35,000	35,000	35,000	0.0%
Property Tax Allocation 01-810-32-3211	2,253,676	2,402,500	2,402,500	2,450,000	2,450,000	2.0%
	<u>4,581,975</u>	<u>4,857,700</u>	<u>4,817,700</u>	<u>4,903,000</u>	<u>4,915,000</u>	<u>0.9%</u>
<b>LICENSES AND PERMITS</b>						
Business License Fees 01-820-33-3301	209,415	200,000	200,000	200,000	200,000	0.0%
Building Permit Fees 01-820-33-3303	806,396	800,000	800,000	460,000	410,000	-42.5%
Parking Permit Fees 01-820-33-3305	62,770	65,000	65,000	75,000	75,000	15.4%
Animal License Fees 01-820-33-3307	87,438	67,000	67,000	70,000	70,000	4.5%
Vehicle Impound Fees 01-820-33-3309	22,709	35,000	35,000	35,000	35,000	0.0%
Temp Parking Permit Fees 01-820-33-3311	117,393	113,000	113,000	113,000	113,000	0.0%
Code Enforcement Fees 01-820-33-3313	39,062	50,000	50,000	50,000	50,000	0.0%
	<u>1,345,183</u>	<u>1,330,000</u>	<u>1,330,000</u>	<u>1,003,000</u>	<u>953,000</u>	<u>-24.6%</u>
<b>INTERGOVERNMENTAL</b>						
In Lieu Tax 01-830-34-3401	17,757	95,000	95,000	-	-	-100.0%
In Lieu VLF 01-830-34-3430	3,178,480	3,226,400	3,226,400	3,250,000	3,250,000	0.7%
	<u>3,196,237</u>	<u>3,321,400</u>	<u>3,321,400</u>	<u>3,250,000</u>	<u>3,250,000</u>	<u>-2.1%</u>
<b>CHARGES FOR SERVICES</b>						
Shared Maintenance Charges 01-840-35-3501	3,720	3,760	3,760	4,000	4,000	6.4%
Zoning Fees 01-840-35-3503	159,006	155,000	155,000	160,000	160,000	3.2%
Recreation Fees 01-840-35-3505	528,043	548,000	548,000	590,000	615,000	7.7%
Plan Check Fees 01-840-35-3508	31,130	20,000	20,000	460,000	410,000	2200.0%
Facility Rental Fees 01-840-35-3510	35,597	59,000	59,000	65,300	65,300	10.7%
	<u>757,496</u>	<u>785,760</u>	<u>785,760</u>	<u>1,279,300</u>	<u>1,254,300</u>	<u>62.8%</u>
<b>FINES, FORFEITURES AND PENALTIES</b>						
Court Fines 01-850-36-3601	646,498	525,000	525,000	525,000	525,000	0.0%

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

**ESTIMATED REVENUE FUNDS - BY SOURCE**

	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15	Budget % Change
<b>USE OF MONEY</b>						
Interest-LAIF 01-860-37-3701	55,660	95,000	95,000	25,000	25,000	-73.7%
Interest - Others 01-860-37-3703	215,235	220,000	220,000	250,000	220,000	13.6%
Interest- CD 01-860-37-3704	107,374	140,000	140,000	170,000	170,000	21.4%
	<u>378,269</u>	<u>455,000</u>	<u>455,000</u>	<u>445,000</u>	<u>415,000</u>	<u>-2.2%</u>
<b>OTHER</b>						
AB939 Reimbursement 01-870-38-3807	12,276	8,700	10,000	15,000	15,000	72.4%
Recyclable Revenue 01-870-38-3809	48,477	50,000	50,000	50,000	50,000	0.0%
Rental Income 01-870-38-3813	57,268	50,000	50,000	30,000	30,000	-40.0%
Other Reimbursement 01-870-38-3815	132,531	90,000	284,000	90,000	90,000	0.0%
Donations 01-870-38-3816	-	-	-	10,000	10,000	-
Sundry 01-870-38-3818	1,581	1,000	2,000	1,000	1,000	0.0%
L/LD Admin Reimb 01-870-38-3819	18,264	6,300	6,300	6,300	6,300	0.0%
	<u>270,397</u>	<u>206,000</u>	<u>402,300</u>	<u>202,300</u>	<u>202,300</u>	<u>-1.8%</u>
<b>TOTAL GENERAL FUND REVENUE</b>	<u><b>11,176,055</b></u>	<u><b>11,480,860</b></u>	<u><b>11,637,160</b></u>	<u><b>11,607,600</b></u>	<u><b>11,514,600</b></u>	<u><b>1.1%</b></u>
<b><u>SPECIAL REVENUE FUNDS</u></b>						
TRAFFIC SAFETY 11-850-36-3602	50,748	50,000	50,000	50,000	50,000	0.0%
SLESF STATE COPS GRANT (BRULTE) 13-830-34-3402	100,000	100,000	100,000	100,000	100,000	0.0%
INTEREST 13-860-37-3701	238	100	100	100	100	0.0%
	<u>100,238</u>	<u>100,100</u>	<u>100,100</u>	<u>100,100</u>	<u>100,100</u>	<u>0.0%</u>
PROP A TRANSPORTATION 15-830-34-3406	524,488	550,000	550,000	560,000	570,000	1.8%
BUS PASS SALES 15-840-35-3507	141,107	150,000	150,000	150,000	150,000	0.0%
INTEREST 15-860-37-3701	7,597	8,000	8,000	8,000	8,000	0.0%
	<u>673,192</u>	<u>708,000</u>	<u>708,000</u>	<u>718,000</u>	<u>728,000</u>	<u>1.4%</u>
PROP C TRANSPORTATION 16-830-34-3407	435,435	435,000	435,000	442,000	450,000	1.6%
INTEREST 16-860-37-3701	15,831	16,000	16,000	15,000	15,000	-6.3%
	<u>451,266</u>	<u>451,000</u>	<u>451,000</u>	<u>457,000</u>	<u>465,000</u>	<u>1.3%</u>
USED OIL INTERGOVERNMENTAL 17-830-34-3428	15,243	11,410	11,410	15,000	15,000	31.5%
STATE OFFICE OF THE TRAFFIC SAFETY GRANT 19-830-34-3422	-	-	10,000	-	10,000	-

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

**ESTIMATED REVENUE FUNDS - BY SOURCE**

	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15	Budget % Change
GAS TAX 2105 21-830-34-3408	163,309	213,000	213,000	167,000	170,000	-21.6%
GAS TAX 2106 21-830-34-3409	110,553	130,000	130,000	115,000	150,000	-11.5%
GAS TAX 2107 21-830-34-3410	234,404	284,000	284,000	250,000	260,000	-12.0%
GAS TAX 2107.5 21-830-34-3411	6,000	6,000	6,000	6,000	6,000	0.0%
GAS TAX 2103 21-830-34-3437	482,647	370,000	370,000	508,000	515,000	37.3%
INTEREST 21-860-37-3701	4,778	3,000	3,000	3,000	3,000	0.0%
	<u>1,001,691</u>	<u>1,006,000</u>	<u>1,006,000</u>	<u>1,049,000</u>	<u>1,104,000</u>	<u>4.3%</u>
PROP 1B 24-830-34-3424	-	-	-	-	-	-
INTEREST 24-860-37-3701	3,756	1,000	1,000	1,000	1,000	0.0%
	<u>3,756</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	<u>0.0%</u>
CDBG (for Department Programs) CDBG (for CIP Project) 27-830-34-3412	70,306 - <u>70,306</u>	405,000 384,000 <u>789,000</u>	168,140 384,000 <u>552,140</u>	151,860 75,000 <u>226,860</u>	153,000 - <u>153,000</u>	-62.5%  <u>-71.2%</u>
LOCAL TRANSPORTATION SB 821 28-830-34-3413	-	22,000	22,000	22,000	22,000	0.0%
INTEREST 28-860-37-3701	73	10	10	10	10	0.0%
	<u>73</u>	<u>22,010</u>	<u>22,010</u>	<u>22,010</u>	<u>22,010</u>	<u>0.0%</u>
AIR QUALITY IMPROVEMENT 29-830-34-3414	44,743	40,000	40,000	40,000	40,000	0.0%
INTEREST 29-860-37-3701	317	190	190	150	150	-21.1%
	<u>45,060</u>	<u>40,190</u>	<u>40,190</u>	<u>40,150</u>	<u>40,150</u>	<u>-0.1%</u>
MEASURE R 30-830-34-3436	324,176	330,000	330,000	340,000	350,000	3.0%
INTEREST 30-860-37-3701	2,405	1,500	1,500	1,500	1,500	0.0%
	<u>326,581</u>	<u>331,500</u>	<u>331,500</u>	<u>341,500</u>	<u>351,500</u>	<u>3.0%</u>
SEWER RECONSTRUCTION 33-840-35-3502	30,000	55,000	65,000	60,000	60,000	9.1%
CONGESTION MANAGEMENT FEES 35-840-35-3506	748	1,000	5,000	1,000	1,000	0.0%
HIGHWAY SAFETY IMPROVEMENT PROGRAM 36-830-34-3428	181,297	340,000	340,000	-	-	-100.0%
1992 PARK BOND FUND 92/96 PARK BOND MAINT/SERVICE 41-830-34-3417	60,000	40,000	40,000	40,000	40,000	0.0%
STATE RECYCLING/LITTER FUNDS 43-830-34-3424	19,538	9,700	9,700	9,700	9,700	0.0%
PARK ACQUISITION FUND 46-840-35-3504	14,000	17,000	17,000	17,000	17,000	0.0%

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

**ESTIMATED REVENUE FUNDS - BY SOURCE**

	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15	Budget % Change
LIGHTING/LANDSCAPE DISTRICT						
ASSESSMENT FEES 47-810-32-3213	321,364	330,000	330,000	315,000	330,000	-4.5%
AD VALOREM TAX 47-810-32-3214	784,531	750,000	750,000	800,000	800,000	6.7%
INTEREST 47-860-37-3701	6,085	6,000	6,000	6,000	6,000	0.0%
	<u>1,111,980</u>	<u>1,086,000</u>	<u>1,086,000</u>	<u>1,121,000</u>	<u>1,136,000</u>	<u>3.2%</u>
<b>TOTAL SPECIAL REVENUE</b>	<b><u>4,177,083</u></b>	<b><u>5,058,910</u></b>	<b><u>4,846,050</u></b>	<b><u>4,269,320</u></b>	<b><u>4,303,460</u></b>	<b><u>-15.6%</u></b>
TRUST FUND						
INTEREST-OTHERS 62-860-37-3703	2,025	2,000	2,000	1,000	1,000	-50.0%
SELF INSURANCE FUND 65-870-38-3807	44,331	40,000	45,000	50,000	55,000	25.0%
<b>TOTAL ALL FUNDS</b>	<b><u>15,399,494</u></b>	<b><u>16,581,770</u></b>	<b><u>16,530,210</u></b>	<b><u>15,927,920</u></b>	<b><u>15,874,060</u></b>	<b><u>-3.9%</u></b>

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015

REVENUE FUNDS - USES AND SOURCES

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

GENERAL FUND

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

Sales and Use Tax Estimated 2013-2014 - \$1,323,000  
Estimated 2014-2015 - \$1,335,000

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

Property Tax Allocation Estimated 2013-2014 - \$2,450,000  
Estimated 2014-2015 - \$2,450,000

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

Interest on Investments Estimated 2013-2014 - \$445,000  
Estimated 2014-2015 - \$415,000

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

SPECIAL REVENUE FUNDS

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

TRAFFIC SAFETY FUND Estimated 2013-2014 - \$50,000  
Estimated 2014-2015 - \$50,000

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

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

PROP A TRANSPORTATION FUND

Estimated 2013-2014 - \$560,000  
Estimated 2014-2015 - \$570,000

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

PROP C TRANSPORTATION FUND

Estimated 2013-2014 - \$442,000  
Estimated 2014-2015 - \$450,000

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

STATE GAS TAX FUNDS

GT 2105 Fund (included GT 2103)

Estimated 2013-2014 - \$675,000  
Estimated 2014-2015 - \$685,000

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

GT 2106 Fund

Estimated 2013-2014 - \$115,000  
Estimated 2014-2015 - \$150,000

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

GT 2107 Fund

Estimated 2013-2014 - \$250,000  
Estimated 2014-2015 - \$260,000

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

GT 2107.5 Fund

Estimated 2013-2014 - \$6,000  
Estimated 2014-2015 - \$6,000

An apportionment of \$6,000 will be made to the City in Fiscal Year 2013-2014. This apportionment is used for engineering and administrative expenses in respect to City streets.

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

CDBG FUND

Estimated 2013-2014 - \$226,860  
Estimated 2014-2015 - \$153,000

Community Development Block Grant Funds are received from the US Housing and Urban Development. These funds are distributed to the City of Temple City by the Los Angeles County Community Development Commission. CDBG funds for the FY 2013-2014 have been earmarked for housing rehabilitation, handyworker program, youth scholarship, lead based paint abatement, asbestos testing & removal programs, related administrative costs, and ADA CIP Project.

PARK ACQUISITION FUND

Estimated 2013-2014 - \$17,000  
Estimated 2014-2015 - \$17,000

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

LIGHTING/LANDSCAPE DISTRICT

Estimated 2013-2014 - \$1,115,000  
Estimated 2014-2015 - \$1,130,000

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

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

In November 1996, the voters approved Proposition 218 which is the Right To Vote on Taxes. For the City of Temple City this meant that, as of FY 97-98, the Parks Program would no longer be eligible to be funded by the Lighting/Landscape District. As a result of the elimination of this program from the District, the annual assessment for FY 1997-98 was reduced from \$52.35 per equivalent dwelling unit to \$25.03 per EDU and remains the same for FY 2013-2014.

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

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CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015

# **EXPENDITURE SECTION**

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**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

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

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

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

The 2013-2014 budget expenditures are well within the statutory limit.

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

**COMPUTATION OF APPROPRIATION LIMIT**

2013-2014 APPROPRIATIONS LIMIT

2012-13 limit (1)	\$16,340,299
Per Capita Income and County population change factor applied to 2012-13 appropriations limit	1.0585
2013-2014 appropriations limit	\$ 17,296,206

APPROPRIATIONS SUBJECT TO LIMIT AND APPROPRIATIONS MARGIN

Proceeds of Taxes	\$ 8,973,950
Less Exclusions:	
Qualified Capital Outlay	6,063,965
Appropriations Subject to Limit	\$ 2,909,985
Appropriations Margin	\$ 14,386,221

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

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

**EXPENDITURE APPROPRIATIONS  
BY FUNDING SOURCE**

PROGRAM	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15	Budget % Change
<b><u>GENERAL FUND</u></b>						
City Council	108,816	161,445	156,445	198,575	194,630	23.0%
City Manager	565,915	900,605	920,305	977,540	963,365	8.5%
City Attorney	247,575	452,700	452,700	222,000	222,000	-51.0%
Elections	53	70,925	72,120	-	87,500	-100.0%
Council Support	265,166	284,670	258,825	280,425	304,060	-1.5%
Support Services	87,217	202,575	179,135	164,210	155,300	-18.9%
Insurance/Benefits	274,238	344,560	374,200	182,415	201,495	-47.1%
Ins/Ben - Performance Bonus	-	75,000	75,000	150,000	150,000	100.0%
Accounting	416,756	480,115	476,555	484,390	506,995	0.9%
Purchasing	130,691	135,950	138,200	148,200	146,200	9.0%
Planning	505,655	608,140	543,875	573,090	563,860	-5.8%
Building	397,876	399,440	407,885	535,175	549,340	34.0%
Housing	86,459	203,795	103,445	44,500	46,685	-78.2%
Community Relations	164,899	-	-	-	-	0.0%
Recreation/Human Services	922,322	1,026,195	992,985	1,200,625	1,281,155	17.0%
Parks - Maintenance/Facilities	697,900	798,985	785,910	809,025	873,285	1.3%
Law Enforcement	3,240,206	3,686,720	3,686,420	3,799,295	3,393,360	3.1%
Traffic Engineering	8,840	8,280	3,600	8,280	8,280	0.0%
Animal Control	238,284	189,150	188,645	199,615	202,885	5.5%
Emergency Services	117,809	88,905	89,780	160,755	135,995	80.8%
Community Preservation	511,562	671,725	691,250	444,770	461,825	-33.8%
Parking Administration	324,496	324,780	333,825	394,320	405,570	21.4%
Administration & Engineering	97,314	205,870	204,920	259,580	263,915	26.1%
Solid Waste Management	-	-	-	-	-	0.0%
General Government Bldg	312,148	251,860	327,760	288,240	251,590	14.4%
Parking Facilities	134,626	218,775	195,635	162,340	188,610	-25.8%
Graffiti Abatement	23,648	31,620	28,620	26,400	26,400	-16.5%
	9,880,471	11,822,785	11,688,040	11,713,765	11,584,300	-0.9%

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

**EXPENDITURE APPROPRIATIONS  
BY FUNDING SOURCE**

PROGRAM	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15	Budget % Change
<u>TRAFFIC SAFETY</u>						
Law Enforcement	50,000	40,000	40,000	40,000	40,000	0.0%
<u>STATE COPS GRANT FUND</u>						
Law Enforcement	100,000	100,000	100,000	100,000	100,000	0.0%
<u>PROP A TRANSPORTATION</u>						
Public Transportation	625,313	753,330	670,730	792,875	863,910	5.2%
<u>USED OIL GRANT</u>						
Solid Waste Management	13,511	8,690	8,900	8,690	8,690	0.0%
<u>TRAFFIC SAFETY GRANT</u>						
Law Enforcement	-	10,000	10,000	-	10,000	-100.0%
<u>GAS TAX FUNDS 2105/2106/2107/2107.5</u>						
Administration and Engineering	18,882	6,000	6,000	6,000	6,000	0.0%
Street Cleaning	119,115	122,340	122,340	122,340	200,000	0.0%
Traffic Signs and Striping Maint.	59,307	172,325	67,125	225,620	178,415	30.9%
Street Maintenance	147,315	252,500	100,000	122,500	137,500	-51.5%
Sidewalk Maintenance	17,336	165,000	20,000	165,000	165,000	0.0%
Trees and Parkways	97,313	118,490	118,490	124,900	130,445	5.4%
	<u>459,268</u>	<u>836,655</u>	<u>433,955</u>	<u>766,360</u>	<u>817,360</u>	<u>-8.4%</u>
<u>CDBG</u>						
Housing	21,381	299,015	137,055	125,000	125,000	-58.2%
Recreation/Human Services	38,454	31,085	31,085	26,860	28,000	-13.6%
	<u>59,835</u>	<u>330,100</u>	<u>168,140</u>	<u>151,860</u>	<u>153,000</u>	<u>-54.0%</u>
<u>EECBG</u>						
Housing	21,366	104,235	104,235	-	-	-100.0%
<u>SEWER RECONSTRUCTION</u>						
Street Maintenance	-	10,000	-	-	10,000	-100.0%
<u>1992/96 PARK BOND</u>						
Parks - Maintenance/Facilities	60,000	40,000	40,000	40,000	40,000	0.0%



**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

**EXPENDITURE APPROPRIATIONS  
BY PROGRAM**

PROGRAM	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15	Budget % Change
<b>MANAGEMENT SERVICES DEPARTMENT</b>						
City Council	108,816	161,445	156,445	198,575	194,630	23.0%
City Manager	565,915	910,305	930,005	977,540	963,365	7.4%
City Attorney	247,575	452,700	452,700	222,000	222,000	-51.0%
Elections	53	70,925	72,120	-	87,500	-100.0%
Council Support	265,166	284,670	258,825	280,425	304,060	-1.5%
Support Services	87,217	-	-	-	-	-
Insurance/Benefits	472,564	-	-	-	-	-
Community Relations	-	-	-	-	-	-
	<u>1,747,306</u>	<u>1,880,045</u>	<u>1,870,095</u>	<u>1,678,540</u>	<u>1,771,555</u>	<u>-10.7%</u>
<b>ADMINISTRATIVE SERVICES DEPARTMENT</b>						
Support Services	-	202,575	179,135	164,210	155,300	-18.9%
Insurance/Benefits	-	647,360	574,200	432,415	451,495	-33.2%
Ins/Ben - Performance Bonus	-	75,000	75,000	150,000	150,000	100.0%
Accounting	416,756	480,115	476,555	484,390	506,995	0.9%
Purchasing	130,691	135,950	138,200	148,200	146,200	9.0%
	<u>547,447</u>	<u>1,541,000</u>	<u>1,443,090</u>	<u>1,379,215</u>	<u>1,409,990</u>	<u>-10.5%</u>
<b>PARKS &amp; RECREATION DEPARTMENT</b>						
Community Relations	164,899	-	-	-	-	-
Recreation/Human Services	960,776	1,057,280	1,024,070	1,227,485	1,309,155	16.1%
Public Transportation	625,313	753,330	670,730	792,875	863,910	5.2%
Parks - Maintenance/Facilities	757,900	838,985	825,910	849,025	913,285	1.2%
Trees and Parkways	463,822	500,865	496,795	559,395	651,030	11.7%
	<u>2,972,710</u>	<u>3,150,460</u>	<u>3,017,505</u>	<u>3,428,780</u>	<u>3,737,380</u>	<u>8.8%</u>
<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>						
Planning	505,655	608,140	543,875	573,090	563,860	-5.8%
Building	397,876	399,440	407,885	535,175	549,340	34.0%
Housing	129,206	607,045	344,735	169,500	171,685	-72.1%
	<u>1,032,737</u>	<u>1,614,625</u>	<u>1,296,495</u>	<u>1,277,765</u>	<u>1,284,885</u>	<u>-20.9%</u>

**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

**EXPENDITURE APPROPRIATIONS  
BY PROGRAM**

PROGRAM	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15	Budget % Change
<b>COMMUNITY DEVELOPMENT DEPARTMENT (Continue)</b>						
<b>PUBLIC SAFETY DIVISION</b>						
Law Enforcement	3,390,206	3,836,720	3,836,420	3,939,295	3,543,360	2.7%
Traffic Engineering	8,840	8,280	3,600	8,280	8,280	0.0%
Animal Control	238,284	189,150	188,645	199,615	202,885	5.5%
Emergency Services	117,809	88,905	89,780	160,755	135,995	80.8%
Community Preservation	511,562	671,725	691,250	444,770	461,825	-33.8%
Parking Administration	324,496	324,780	333,825	394,320	405,570	21.4%
	<u>4,591,197</u>	<u>5,119,560</u>	<u>5,143,520</u>	<u>5,147,035</u>	<u>4,757,915</u>	<u>0.5%</u>
<b>PUBLIC WORKS DIVISION</b>						
Administration and Engineering	116,196	211,870	210,920	265,580	269,915	25.4%
Street Cleaning	119,115	122,340	122,340	122,340	200,000	0.0%
Traffic Signal Maintenance	83,840	156,800	146,000	151,800	136,500	-3.2%
Traffic Signs and Striping Maint.	59,307	172,325	67,125	225,620	178,415	30.9%
Street Maintenance	147,315	262,500	100,000	122,500	147,500	-53.3%
Sidewalk Maintenance	17,336	165,000	20,000	165,000	165,000	0.0%
Solid Waste Management	13,511	8,690	8,900	8,690	8,690	0.0%
Street Lighting	301,284	349,630	316,130	373,285	375,890	6.8%
	<u>857,904</u>	<u>1,449,155</u>	<u>991,415</u>	<u>1,434,815</u>	<u>1,481,910</u>	<u>-1.0%</u>
<b>MAINTENANCE DIVISION</b>						
General Government Bldg	312,148	251,860	327,760	288,240	251,590	14.4%
Parking Facilities	134,626	218,775	195,635	162,340	188,610	-25.8%
Graffiti Abatement	23,648	31,620	28,620	26,400	26,400	-16.5%
	<u>470,422</u>	<u>502,255</u>	<u>552,015</u>	<u>476,980</u>	<u>466,600</u>	<u>-5.0%</u>
<b>TOTAL ALL PROGRAMS</b>	<u><u>12,219,723</u></u>	<u><u>15,257,100</u></u>	<u><u>14,314,135</u></u>	<u><u>14,823,130</u></u>	<u><u>14,910,235</u></u>	<u><u>-2.8%</u></u>

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

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015

# **DEPARTMENTAL PROGRAMS**

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# MANAGEMENT SERVICES

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

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

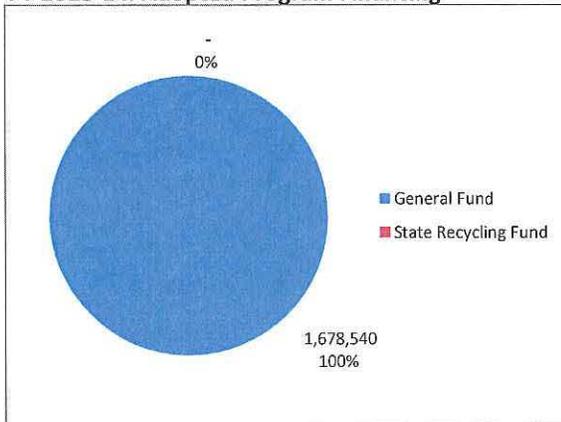
**Program 43: City Attorney**  
Advises on legal matters.

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

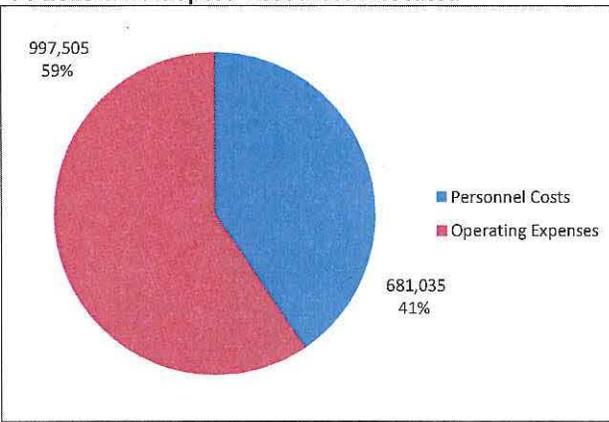
**Program 45: Council Support**  
Provides records management.

## DEPARTMENT SUMMARY

**FY 2013-14: Adopted Program Financing**



**FY 2013-14: Adopted Resources Allocated**



	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15
<b>RESOURCES ALLOCATED</b>					
Personnel Costs	748,541	619,450	618,650	681,035	704,710
Operating Expenses	438,984	1,260,595	1,251,445	997,505	1,066,845
<b>Total:</b>	<b>\$ 1,187,525</b>	<b>\$ 1,880,045</b>	<b>\$ 1,870,095</b>	<b>\$ 1,678,540</b>	<b>\$ 1,771,555</b>
<b>PROGRAM FINANCING</b>					
General Fund	1,187,525	1,870,345	1,860,395	1,678,540	1,771,555
State Recycling Fund	-	9,700	9,700	-	-
<b>Total:</b>	<b>\$ 1,187,525</b>	<b>\$ 1,880,045</b>	<b>\$ 1,870,095</b>	<b>\$ 1,678,540</b>	<b>\$ 1,771,555</b>
<b>PERSONNEL (FTE)</b>	6.00	7.45		7.41	7.41
<b>Total:</b>	<b>6.00</b>	<b>7.45</b>		<b>7.41</b>	<b>7.41</b>

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## MANAGEMENT SERVICES

Program: City Council

Account: 01-910-41

### STATEMENT OF PURPOSE

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

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

<b>BUDGET SUMMARY</b>		<i>ACTUAL</i> 2011-12	<i>ADOPTED</i> 2012-13	<i>ESTIMATED</i> 2012-13	<i>ADOPTED</i> 2013-14	<i>PROPOSED</i> 2014-15
Personnel Costs		55,424	43,200	43,200	44,100	44,940
Operating Expenses		53,392	118,245	113,245	154,475	149,690
<b>Total:</b>		<b>\$ 108,816</b>	<b>\$ 161,445</b>	<b>\$ 156,445</b>	<b>\$ 198,575</b>	<b>\$ 194,630</b>

<b>FUNDING SOURCES</b>		<i>ACTUAL</i> 2011-12	<i>ADOPTED</i> 2012-13	<i>ESTIMATED</i> 2012-13	<i>ADOPTED</i> 2013-14	<i>PROPOSED</i> 2014-15
General Fund		108,816	161,445	156,445	198,575	194,630
<b>Total:</b>		<b>\$ 108,816</b>	<b>\$ 161,445</b>	<b>\$ 156,445</b>	<b>\$ 198,575</b>	<b>\$ 194,630</b>

### KEY PROGRAM GOALS

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

<b>KEY WORKLOAD MEASURES</b>	<i>ADOPTED</i> 2013-14	<i>PROPOSED</i> 2014-15
Meetings held. 1/	60	65
Ordinances and resolutions passed. 2/	131	141
Budgets prepared and adopted.	1	1
Agenda actions taken. 1,2/	315	325
Ad hoc and standing committee meetings requiring staff support.	155	155

#### FOOTNOTES:

1/ Includes Successor Agency, Community Development and Housing Authority, and standing committees.

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

**MANAGEMENT SERVICES**

Program: City Council  
Account: 01-910-41

**EXPENDITURE DETAIL**

PERSONNEL COSTS	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4101-5 Council Members (5)	31,131	43,200	43,200	44,100	44,940
4190 Allocated Benefits	24,293	-	-	-	-
<b>Total:</b>	<b>\$ 55,424</b>	<b>\$ 43,200</b>	<b>\$ 43,200</b>	<b>\$ 44,100</b>	<b>\$ 44,940</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4231 Professional/Contract Services	17,074	5,000	-	25,000	20,000
4320 Health Insurance	-	20,400	20,400	21,480	23,760
4340 PERS Retirement	-	5,655	5,655	5,770	5,885
4350 Medicare Tax	-	625	625	640	650
4360 Other Insurance	-	2,490	2,490	4,185	4,795
4410 Meeting Expense	4,927	2,000	2,000	3,000	3,000
4420 Fares & Subsistence	20,707	25,000	25,000	30,000	30,000
4425 Memberships	-	30,975	30,975	31,700	31,700
4440 Telephone	5,939	7,200	7,200	7,200	7,200
4465 Special Department Supplies	364	1,100	1,100	3,000	2,200
4610 Sister City Program	-	11,750	11,750	10,500	10,500
4640 Special Events	711	2,200	2,200	4,500	4,500
4670 Community Promotions	3,670	3,850	3,850	7,500	5,500
<b>Total:</b>	<b>\$ 53,392</b>	<b>\$ 118,245</b>	<b>\$ 113,245</b>	<b>\$ 154,475</b>	<b>\$ 149,690</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

**ACCT.**

- 4231 Adjustment (+) reflects a one-time cost for certificate redesigns, and an appropriation for capacity building.
- 4410 Adjustment (+) anticipates an increased number of City Council meetings and study sessions.
- 4420 Adjustment (+) reflects an increase in annual conference and training costs.
- 4465 Adjustment (+) primarily reflects one-time costs for lapel pins and gold certificate seals.
- 4640 Adjustment (+) primarily supports the "Complete Neighborhoods" branding and outreach initiative.
- 4670 Adjustment (+) primarily supports new quarterly Town Hall meetings.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	CITY COUNCIL
	<b>01-910-41</b>	
4101-4105	<b>Personnel</b> Salaries City Council (\$735/mo. x 5 members x 12 mos.)	44,100
	<b>TOTAL</b>	<b>44,100</b>
4231	<b>Private/Special Contract Services</b>  Annual capacity building and quarterly meetings Certificate redesigns	20,000 5,000
	<b>TOTAL</b>	<b>25,000</b>
4320	<b>Health Insurance</b> Medical, dental and vision	
	<b>TOTAL</b>	<b>21,480</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>5,770</b>
4350	<b>Medicare Tax</b>	
	<b>TOTAL</b>	<b>640</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>4,185</b>
4410	<b>Meeting Expense</b> County Supervisor Breakfast Misc. expenses (e.g., food, water, etc.)	500 2,500
	<b>TOTAL</b>	<b>3,000</b>
4420	<b>Fares &amp; Subsistence</b> For conference registration, hotel, meals and transportation	30,000
	<b>TOTAL</b>	<b>30,000</b>
4425	<b>Memberships</b> Council Membership League, CCA, SGVAC, JPIA Governance Membership California Contract Cities League of California Cities League of California Cities: Los Angeles Chapter San Gabriel Valley Council of Governments San Gabriel Valley Economic Partnership	1,500 3,200 13,400 1,250 6,500 5,150
	<b>Subtotal:</b>	<b>29,500</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	CITY COUNCIL
	<b>01-910-41</b>	
4425	<b>Other Membership</b>	
	Sister Cities International	550
	U.S./Mexico Sister Cities	150
	<b>TOTAL</b>	<b>31,700</b>
4440	<b>Telephone</b>	
	Cell phone and iPad data charges (\$120/mo. x 5 members x 12 mos.)	7,200
	<b>TOTAL</b>	<b>7,200</b>
4465	<b>Special Department Supplies</b>	
	Books and general supplies	400
	Plaques, proclamations, certificates, flowers, recognitions.	1,000
	Reorganization letterhead, badges, photos, placards	600
	Gold foil stickers	500
	Lapel pins	500
	<b>TOTAL</b>	<b>3,000</b>
4610	<b>Sister City Program</b>	
	<b>TOTAL</b>	<b>10,500</b>
4640	<b>Special Events</b>	
	Annual Reorganization	1,500
	Council/Commissioner BBQ	1,000
	State of the City Address	2,000
	<b>TOTAL</b>	<b>4,500</b>
4670	<b>Community Promotions</b>	
	Citizen's Academy	1,500
	Sponsorships and partnership events	2,000
	Town Hall meetings	4,000
	<b>TOTAL</b>	<b>7,500</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	CITY COUNCIL
	<b>01-910-41</b>	
4101-4105	<b>Personnel</b> Salaries City Council (\$749/mo. x 5 members x 12 mos.)	44,940
	<b>TOTAL</b>	<b>44,940</b>
4231	<b>Private/Special Contract Services</b> Annual capacity building and quarterly meetings	20,000
	<b>TOTAL</b>	<b>20,000</b>
4320	<b>Health Insurance</b> Medical, dental and vision	
	<b>TOTAL</b>	<b>23,760</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>5,885</b>
4350	<b>Medicare Tax</b>	
	<b>TOTAL</b>	<b>650</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>4,795</b>
4410	<b>Meeting Expense</b> County Supervisor Breakfast Misc. expenses (e.g., food, water, etc.)	500 2,500
	<b>TOTAL</b>	<b>3,000</b>
4420	<b>Fares &amp; Subsistence</b> For conference registration, hotel, meals and transportation	30,000
	<b>TOTAL</b>	<b>30,000</b>
4425	<b>Memberships</b> Council Membership Governance Memberships California Contract Cities League of California Cities League of California Cities: Los Angeles Chapter San Gabriel Valley Council of Governments San Gabriel Valley Economic Partnership	1,500  3,200 13,400 1,250 6,500 5,150
	<b>Subtotal:</b>	<b>29,500</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	CITY COUNCIL
	<b>01-910-41</b>	
4425	Other Membership	
	Sister Cities International	550
	U.S./Mexico Sister Cities	150
	<b>TOTAL</b>	<b>31,700</b>
4440	<b>Telephone</b>	
	Cell phone and iPad data charges	7,200
	(\$120/mo. x 5 members x 12 mos.)	
	<b>TOTAL</b>	<b>7,200</b>
4465	<b>Special Department Supplies</b>	
	Books and general supplies	400
	Plaques, proclamations, certificates, flowers, recognitions	1,000
	Reorganization letterhead, badges, photos, placards	800
	<b>TOTAL</b>	<b>2,200</b>
4610	<b>Sister City Program</b>	
	<b>TOTAL</b>	<b>10,500</b>
4640	<b>Special Events</b>	
	Annual Reorganization	1,500
	Council/Commissioner BBQ	1,000
	State of the City Address	2,000
	<b>TOTAL</b>	<b>4,500</b>
4670	<b>Community Promotions</b>	
	Citizen's Academy	1,500
	Council initiatives	2,000
	Sponsorships and partnership events	2,000
	<b>TOTAL</b>	<b>5,500</b>

## MANAGEMENT SERVICES

Program: City Manager  
Account: 01-910-42

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2011-12	2012-13		2013-14	2014-15
City Manager	1.00	1.00		1.00	1.00
Econ. Dev. Mgr./Asst. to City Manager	1.00	1.00		1.00	1.00
Executive Assistant to the City Manager	0.00	1.00		1.00	1.00
Management Analyst	0.00	0.00		1.00	1.00
Part-Time Positions	2.00	2.45		1.28	1.28
<b>Total:</b>	<b>4.00</b>	<b>5.45</b>		<b>5.28</b>	<b>5.28</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Personnel Costs	457,246	436,695	436,695	483,085	494,815
Operating Expenses	108,669	473,610	493,310	494,455	468,550
<b>Total:</b>	<b>\$ 565,915</b>	<b>\$ 910,305</b>	<b>\$ 930,005</b>	<b>\$ 977,540</b>	<b>\$ 963,365</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
General Fund	565,915	900,605	920,305	977,540	963,365
State Recycling/Litter Fund	-	9,700	9,700	-	-
<b>Total:</b>	<b>\$ 565,915</b>	<b>\$ 910,305</b>	<b>\$ 930,005</b>	<b>\$ 977,540</b>	<b>\$ 963,365</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2013-14	2014-15
Agenda reports reviewed and approved.	315	325
Departments supervised.	4	4
Key City workload measures monitored. 1/	120	122
Key departmental initiatives completed or underway. 2/	34	46
Community inquiries resolved or referred.	600	700

#### FOOTNOTES:

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

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

**MANAGEMENT SERVICES**

Program: City Manager

Account: 01-910-42

**EXPENDITURE DETAIL**

PERSONNEL COSTS	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4106 City Manager	199,658	202,880	202,880	206,935	210,995
4107 Executive Assistant to the City Manager	-	24,525	24,525	55,190	58,520
4109 Econ. Dev. Mgr./Asst. to City Manager	108,318	116,945	116,945	121,630	124,015
4172 Management Analyst	-	-	-	46,015	46,920
4150 Over Time	382	-	-	-	-
4161 Part-Time	82,584	92,345	92,345	53,315	54,365
4190 Allocated Benefits	66,304	-	-	-	-
<b>Total:</b>	<b>\$ 457,246</b>	<b>\$ 436,695</b>	<b>\$ 436,695</b>	<b>\$ 483,085</b>	<b>\$ 494,815</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4231 Professional/Contract Services	95,956	335,165	355,165	299,560	269,560
4310 Optional Benefits Program	-	1,645	1,645	3,290	3,290
4320 Health Insurance	-	23,795	23,795	50,530	56,185
4340 PERS Retirement	-	69,790	69,790	86,700	88,735
4350 Medicare Tax	-	5,425	5,425	7,005	7,175
4360 Other Insurance	-	10,140	10,140	15,725	17,160
4405 Mileage Reimbursement	5,551	5,400	5,400	5,400	5,400
4410 Meeting Expense	365	700	400	575	575
4420 Fares & Subsistence	2,956	9,880	9,880	15,000	10,000
4425 Memberships/Subscriptions	349	2,370	2,370	2,670	2,670
4440 Telephone	1,434	1,800	1,800	2,000	1,800
4465 Special Dept. Supplies	2,058	500	500	2,000	2,000
4670 Community Promotions	-	7,000	7,000	4,000	4,000
<b>Total:</b>	<b>\$ 108,669</b>	<b>\$ 473,610</b>	<b>\$ 493,310</b>	<b>\$ 494,455</b>	<b>\$ 468,550</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

**ACCT.**

- 4107 Adjustment (+) primarily accounts for two new full-time positions (i.e., Executive Assistant to the City Manager and Management Analyst).
- 4161 Adjustment (-) reflects the elimination of two part-time positions (i.e., Executive Assistant to the City Manager and Management Analyst).
- 4410 Adjustment (-) reflects the true cost of meeting expenses for staff meetings, seminars and workshops.
- 4420 Adjustment (+) primarily provides professional training opportunities for the two new full-time positions.
- 4425 Adjustment (+) reflects increased membership costs.
- 4440 Adjustment (+) accounts for anticipated data charge increases.
- 4465 Adjustment (+) reflects the decentralized purchase of office supplies.
- 4670 Adjustment (-) reflects the true cost of past promotional campaigns.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION		
	<b>01-910-42</b>		<b>CITY MANAGER</b>
	<b>Personnel</b>		
	Salaries (Full-Time)		
4106	City Manager (CM)	206,935	
4107	Executive Assistant to the City Manager (EACM)	55,190	
4109	Asst. to City Manager (ACM)	121,630	
4172	Management Analyst (FTMA)	46,015	
		<b>TOTAL</b>	<b>429,770</b>
4161	<b>Part-time</b>		
	Salaries		
	Management Analyst		
	Position 1: (max. 2,028 hrs. x \$20.45/hr.)	41,470	
	Office Assistant		
	Position 1: (max. 12 hrs/wk x 52 wk X \$18.98/hr.)	11,845	
		<b>TOTAL</b>	<b>53,315</b>
4231	<b>Private/Special Contract Services</b>		
	City Magazine (CONNECT)		
	Art and design	44,000	
	Copy development and editing	25,000	
	Postage and distribution	12,600	
	Printing	43,200	
	Translation	1,260	
	<b>Subtotal:</b>	<b>126,060</b>	
	Economic Development		
	Buxton annual subscription	10,000	
	Chamber of Commerce annual contract	70,000	
	Chamber of Commerce supplemental request	4,500	
	<b>Subtotal:</b>	<b>84,500</b>	
	Public Art Program		
	On-call public art consulting services	15,000	
	Other		
	On-call design, copywriting and marketing services	4,000	
	Grant writing services	20,000	
	City department workplans	50,000	
	<b>Subtotal:</b>	<b>74,000</b>	
		<b>TOTAL</b>	<b>299,560</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	CITY MANAGER
	<b>01-910-42</b>	
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>3,290</b>
4320	<b>Health Insurance</b> Medical, dental and vision	
	<b>TOTAL</b>	<b>50,530</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>86,700</b>
4350	<b>Medicare Tax</b>	
	<b>TOTAL</b>	<b>7,005</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>15,725</b>
4405	<b>Mileage Reimbursement</b> Contractual Auto Allowances	
	CM (\$300/mo. x 12 mos.)	3,600
	ACM (\$150/mo. x 12 mos.)	1,800
	<b>Subtotal:</b>	<b>5,400</b>
	<b>TOTAL</b>	<b>5,400</b>
4410	<b>Meeting Expense</b> Public agency liasion	100
	San Gabriel Valley City Manager Association	350
	Staff Meetings, seminars and workshops	125
	<b>TOTAL</b>	<b>575</b>
4420	<b>Fares &amp; Subsistence</b> Allotment for conference registration, hotel, meals and transportation ((\$6,000/CM; \$2,000/ACM; \$1,000/EACM, \$1,000/FTMA)	10,000
	Public Arts Commissioners	5,000
	<b>TOTAL</b>	<b>15,000</b>
4425	<b>Memberships/Subscriptions</b> 3CMA - City/County Communications and Marketing Association	400
	California Association of Economic Development	465
	California Association of Public Information Officers	225
	California City Manager Foundation	400

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	CITY MANAGER
	<b>01-910-42</b>	
4425	California Contract Cities Association	720
	San Gabriel Valley City Manager Association	60
	Municipal Management Association of Southern California	300
	Misc. subscriptions	100
	<b>TOTAL</b>	<b>2,670</b>
4440	<b>Telephone</b>	
	Cell phone service	2,000
	(\$80/mo. x 12 mos.; for CM and ACM)	
	<b>TOTAL</b>	<b>2,000</b>
4465	<b>Special Department Supplies</b>	
	Books and office supplies	2,000
	<b>TOTAL</b>	<b>2,000</b>
4670	<b>Community Promotions</b>	
	Special project initiatives	2,000
	Promotional items	2,000
	<b>TOTAL</b>	<b>4,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION		CITY MANAGER
	<b>01-910-42</b>		
	<b>Personnel</b>		
	Salaries (Full-Time)		
4106	City Manager (CM)	210,995	
4107	Executive Assistant to the City Manager (EACM)	58,520	
4109	Asst. to City Manager (ACM)	124,015	
4172	Management Analyst (FTMA)	46,920	
		<b>TOTAL</b>	<b>440,450</b>
4161	<b>Part-time</b>		
	Salaries		
	Management Analyst		
	Position 1: (max. 2,028 hrs. x \$20.85 hr.)	42,285	
	Office Assistant		
	Position 1: (max. 12 hrs/wk x 52 wk X \$19.35 /hr.)	12,080	
		<b>TOTAL</b>	<b>54,365</b>
4231	<b>Private/Special Contract Services</b>		
	City Magazine (CONNECT)		
	Art and design	44,000	
	Copy development and editing	25,000	
	Postage and distribution	12,600	
	Printing	43,200	
	Translation	1,260	
	<b>Subtotal:</b>	<b>126,060</b>	
	Economic Development		
	Buxton annual subscription	10,000	
	Chamber of Commerce annual contract	70,000	
	<b>Subtotal:</b>	<b>80,000</b>	
	Organizational and Strategic Planning		
	Organizational Planning (Internal work plan Implementation)	40,000	
	<b>Subtotal:</b>	<b>40,000</b>	
	Other		
	Grant writing services	10,000	
	On-call design, copywriting and marketing services	4,000	
	Public Arts	9,500	
	<b>Subtotal:</b>	<b>23,500</b>	
		<b>TOTAL</b>	<b>269,560</b>



CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2014-2015

ACCT. NO.	DESCRIPTION	CITY MANAGER
	<b>01-910-42</b>	
4440	<b>Telephone</b> Cell phone service (\$80/mo. x 12 mos.; for CM and ACM)	1,800
	<b>TOTAL</b>	<b>1,800</b>
4465	<b>Special Department Supplies</b> Books and office supplies	2,000
	<b>TOTAL</b>	<b>2,000</b>
4670	<b>Community Promotions</b> Special project initiatives Promotional items	2,000 2,000
	<b>TOTAL</b>	<b>4,000</b>

## MANAGEMENT SERVICES

Program: City Attorney  
Account: 01-910-43

### STATEMENT OF PURPOSE

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

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

<b>BUDGET SUMMARY</b>		<i>ACTUAL</i> <b>2011-12</b>	<i>ADOPTED</i> <b>2012-13</b>	<i>ESTIMATED</i> <b>2012-13</b>	<i>ADOPTED</i> <b>2013-2014</b>	<i>PROPOSED</i> <b>2014-15</b>
Personnel Costs		-	-	-	-	-
Operating Expenses		247,575	452,700	452,700	222,000	222,000
<b>Total:</b>		<b>\$ 247,575</b>	<b>\$ 452,700</b>	<b>\$ 452,700</b>	<b>\$ 222,000</b>	<b>\$ 222,000</b>

<b>FUNDING SOURCES</b>		<i>ACTUAL</i> <b>2011-12</b>	<i>ADOPTED</i> <b>2012-13</b>	<i>ESTIMATED</i> <b>2012-13</b>	<i>ADOPTED</i> <b>2013-2014</b>	<i>PROPOSED</i> <b>2014-15</b>
General Fund		247,575	452,700	452,700	222,000	222,000
<b>Total:</b>		<b>\$ 247,575</b>	<b>\$ 452,700</b>	<b>\$ 452,700</b>	<b>\$ 222,000</b>	<b>\$ 222,000</b>

### KEY PROGRAM GOALS

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

<b>KEY WORKLOAD MEASURES</b>	<i>ADOPTED</i> <b>2013-2014</b>	<i>PROPOSED</i> <b>2014-15</b>
Advice and legal opinions provided (formal and informal).	260	286
Cases defended.	2	2
Legal documents prepared or reviewed.	520	572
Personnel matters addressed.	25	20
Trainings provided.	4	4

**MANAGEMENT SERVICES**

Program: City Attorney  
Account: 01-910-43

**EXPENDITURE DETAIL**

PERSONNEL COSTS	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>Total:</b>	\$ -	\$ -	\$ -	\$ -	\$ -

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<u>ACCT.</u>					
4215 County General Services	1,746	-	-	-	-
4234 City Attorney	177,033	450,000	450,000	220,000	220,000
4243 Special Counsel	40,967	-	-	-	-
4405 Mileage Reimbursement	1,613	2,000	2,000	2,000	2,000
4410 Meeting Expense	25,599	-	-	-	-
4425 Memberships/Subscriptions	617	700	700	-	-
<b>Total:</b>	\$ 247,575	\$ 452,700	\$ 452,700	\$ 222,000	\$ 222,000

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

ACCT.

- 4234 Adjustment (-) accounts for completion of one-time services (i.e., personnel rule revisions and special project initiatives).
- 4425 Adjustment (-) eliminates a long-standing annual subscription cost.

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2013-2014

ACCT. NO.	DESCRIPTION		
	01-910-43		CITY ATTORNEY
4234	<b>City Attorney</b> Contracted legal services (by Burke, Williams and Sorensen)	220,000	
		<b>TOTAL</b>	<b>220,000</b>
4405	<b>Mileage Reimbursement</b> Travel costs	2,000	
		<b>TOTAL</b>	<b>2,000</b>

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2014-2015

ACCT. NO.	DESCRIPTION	CITY ATTORNEY
	<b>01-910-43</b>	
4234	<b>City Attorney</b> Contracted legal services (by Burke, Williams and Sorensen)	220,000
		<b>TOTAL 220,000</b>
4405	<b>Mileage Reimbursement</b> Travel costs	2,000
		<b>TOTAL 2,000</b>

## MANAGEMENT SERVICES

Program: Elections  
Account: 01-910-44

### STATEMENT OF PURPOSE

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

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

<b>BUDGET SUMMARY</b>					
	<i>ACTUAL</i> 2011-12	<i>ADOPTED</i> 2012-13	<i>ESTIMATED</i> 2012-13	<i>ADOPTED</i> 2013-14	<i>PROPOSED</i> 2014-15
Personnel Costs	-	800	-	-	1,000
Operating Expenses	53	70,125	72,120	-	86,500
<b>Total:</b>	<b>\$ 53</b>	<b>\$ 70,925</b>	<b>\$ 72,120</b>	<b>\$ -</b>	<b>\$ 87,500</b>

<b>FUNDING SOURCES</b>					
	<i>ACTUAL</i> 2011-12	<i>ADOPTED</i> 2012-13	<i>ESTIMATED</i> 2012-13	<i>ADOPTED</i> 2013-14	<i>PROPOSED</i> 2014-15
General Fund	53	70,925	72,120	-	87,500
<b>Total:</b>	<b>\$ 53</b>	<b>\$ 70,925</b>	<b>\$ 72,120</b>	<b>\$ -</b>	<b>\$ 87,500</b>

### KEY PROGRAM GOALS

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

<b>KEY WORKLOAD MEASURES</b>		<i>ADOPTED</i> 2013-14	<i>PROPOSED</i> 2014-15
Number of active Temple City registered voters.		--	23,500
Number of permanent Vote-By-Mail resident voters.		--	6,500
Number of added and interactive resources posted to election section of City website.		--	5
Number of issued notices, news releases and stories.		--	20
Anticipated voter turn-out rate. 1/		--	20%

#### FOOTNOTES:

1/ The 2013 City General Municipal Election yielded an 18% voter turn-out rate.

**MANAGEMENT SERVICES**

Program: Elections  
Account: 01-910-44

**EXPENDITURE DETAIL**

	<i>ACTUAL</i> 2011-12	<i>ADOPTED</i> 2012-13	<i>ESTIMATED</i> 2012-13	<i>ADOPTED</i> 2013-14	<i>PROPOSED</i> 2014-15
<b>PERSONNEL COSTS</b>					
<b>ACCT.</b>					
4163 Part-Time: Seasonal	-	800	-	-	1,000
<b>Total:</b>	<b>\$ -</b>	<b>\$ 800</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000</b>
<b>OPERATING EXPENSES</b>					
<b>ACCT.</b>					
4218 Election Services: LA County Registrar	-	2,500	2,000	-	3,000
4231 Private/Special Contract Services	-	5,500	5,500	-	5,500
4245 Election Services: Martin & Chapman	-	51,000	50,000	-	61,000
4246 Precinct Board Wages	-	4,450	3,850	-	5,000
4405 Mileage Reimbursement	-	-	-	-	100
4410 Meeting Expense	-	-	-	-	375
4450 Postage	-	2,500	6,000	-	6,000
4465 Special Department Supplies	53	-	-	-	150
4470 Legal Advertising	-	1,700	2,420	-	2,500
4490 Training	-	250	250	-	250
4590 Polling Place Rentals	-	125	-	-	125
4670 Community Promotions	-	2,100	2,100	-	2,500
<b>Total:</b>	<b>\$ 53</b>	<b>\$ 70,125</b>	<b>\$ 72,120</b>	<b>\$ -</b>	<b>\$ 86,500</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

**ACCT.**

ALL The next City General Municipal Election is scheduled for March 2015.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

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

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	ELECTIONS
	<b>01-910-44</b>	
	<b>Personnel</b>	
	Salaries (Part-Time)	
4163	<b>Part Time: Seasonal</b>	
	Election Night staffing	1,000
	<b>TOTAL</b>	<b>1,000</b>
4218	<b>Election Services: LA County Registrar</b>	
	Voter verification, precinct consolidation, street index, etc.	3,000
	<b>TOTAL</b>	<b>3,000</b>
4231	<b>Private/Special Contract Services</b>	
	Advisory services (on-call)	5,000
	Courier services (to County Recorder)	500
	<b>TOTAL</b>	<b>5,500</b>
4245	<b>Election Services: Martin &amp; Chapman</b>	
	Supplies, ballots and vote counting	60,000
	Translation of public notices	1,000
	<b>TOTAL</b>	<b>61,000</b>
4246	<b>Precinct Board Wages</b>	
	Polling place inspectors and clerks (6 precincts)	5,000
	<b>TOTAL</b>	<b>5,000</b>
4405	<b>Mileage Reimbursement</b>	
	Mileage Reimbursement for CC & Deputy CC	100
	<b>TOTAL</b>	<b>100</b>
4410	<b>Meeting Expense</b>	
	Pollworker Orientation	275
	Election Night Staff Training	100
	<b>TOTAL</b>	<b>375</b>
4450	<b>Postage</b>	
	Vote-by-mail ballots	6,000
	<b>TOTAL</b>	<b>6,000</b>
4465	<b>Special Department Supplies</b>	
	Nominee Packets	150
	<b>TOTAL</b>	<b>150</b>
4470	<b>Legal Advertising</b>	
	Public notices (election counting, nominees and polling places)	2,500
	<b>TOTAL</b>	<b>2,500</b>
4490	<b>Trainings</b>	
	Election Day poll worker training	250
	<b>TOTAL</b>	<b>250</b>

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

ACCT. NO.	DESCRIPTION	ELECTIONS
4590	<b>01-910-44</b> <b>Facility Rental</b> Fee for polling places	125 <b>TOTAL</b> <b>125</b>
4670	<b>Community Promotions</b> Voter outreach campaign	2,500 <b>TOTAL</b> <b>2,500</b>

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## MANAGEMENT SERVICES

Program: Council Support  
Account: 01-910-45

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2011-12	2012-13		2013-14	2014-15
City Clerk	1.00	1.00		1.00	1.00
Deputy City Clerk	1.00	1.00		1.00	1.00
Part Time Position	0.00	0.00		0.13	0.13
<b>Total:</b>	<b>2.00</b>	<b>2.00</b>		<b>2.13</b>	<b>2.13</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Personnel Costs	235,871	138,755	138,755	153,850	163,955
Operating Expenses	29,295	145,915	120,070	126,575	140,105
<b>Total:</b>	<b>\$ 265,166</b>	<b>\$ 284,670</b>	<b>\$ 258,825</b>	<b>\$ 280,425</b>	<b>\$ 304,060</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
General Fund	265,166	284,670	258,825	280,425	304,060
<b>Total:</b>	<b>\$ 265,166</b>	<b>\$ 284,670</b>	<b>\$ 258,825</b>	<b>\$ 280,425</b>	<b>\$ 304,060</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2013-14	2014-15
Prepare and post City Council agendas, meeting highlights and minutes. 1/	165	175
Streamline records destruction process and increase destruction of obsolete records. 2/	200	200
Prepare, post and publish legal notices. 1/	30	30
Post City Council meeting videos and audio files to City website. 1/	51	60
Implement document imaging software.	by June 2014	--

#### FOOTNOTES:

1/ Includes Successor Agency, former Redevelopment Agency and other authorities of the City Council.

2/ Records are destroyed in accordance with the City's records retention schedule; metric provides number of destroyed boxes that contain obsolete records.

**MANAGEMENT SERVICES**

Program: Council Support

Account: 01-910-45

**EXPENDITURE DETAIL**

PERSONNEL COSTS	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4108 City Clerk	119,581	87,000	87,000	94,135	99,820
4111 Deputy City Clerk	59,781	40,155	40,155	49,590	52,585
4150 Overtime	2,877	5,700	5,700	5,000	6,350
4161 Part Time	2,239	5,900	5,900	5,125	5,200
4190 Allocated Benefits	51,393	-	-	-	-
<b>Total:</b>	<b>\$ 235,871</b>	<b>\$ 138,755</b>	<b>\$ 138,755</b>	<b>\$ 153,850</b>	<b>\$ 163,955</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4231 Professional/Contract Services	20,787	74,790	48,000	50,550	59,965
4310 Optional Benefits Program	-	1,645	1,645	1,645	1,645
4320 Health Insurance	-	23,485	23,485	20,115	22,385
4340 PERS Retirement	-	30,460	30,460	27,890	29,575
4350 Medicare Tax	-	2,025	2,025	2,160	2,285
4360 Other Insurance	-	4,410	4,410	6,465	7,250
4405 Mileage Reimbursement	1,662	300	300	500	500
4410 Meeting Expense	112	250	250	1,200	1,200
4420 Fares & Subsistence	1,064	3,675	3,950	4,000	4,000
4425 Memberships/Subscriptions	675	855	855	1,365	1,365
4440 Telephone	650	720	720	660	660
4445 Printing	147	200	500	500	500
4465 Special Department Supplies	1,766	675	1,045	2,025	1,975
4470 Legal Advertising	2,307	2,250	2,250	3,000	3,300
4490 Training	125	175	175	4,500	3,500
<b>Total:</b>	<b>\$ 29,295</b>	<b>\$ 145,915</b>	<b>\$ 120,070</b>	<b>\$ 126,575</b>	<b>\$ 140,105</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

**ACCT.**

- 4111 Adjustment (+) accounts for a full-time Deputy City Clerk.
- 4150 Adjustment (-) reflects true need and greater operational efficiencies.
- 4161 Adjustment (-) reflects true need and greater operational efficiencies.
- 4231 Adjustment (-) reflects completion of a consultant services contract.
- 4405 Adjustment (+) reflects true need.
- 4410 Adjustment (+) reflects true need.
- 4420 Adjustment (+) accommodates necessary staff trainings pertaining to new statutes and election codes.
- 4425 Adjustment (+) primarily accommodates a new records management membership (i.e., ARMA).
- 4445 Adjustment (+) reflects true need.
- 4465 Adjustment (+) reflects the decentralized purchase of office supplies.
- 4470 Adjustment (+) reflects true need.
- 4490 Adjustment (+) allows for necessary certification and training requirements.

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014**

ACCT. NO.	DESCRIPTION	COUNCIL SUPPORT
	<b>01-910-45</b>	
	<b>Personnel</b>	
	Salaries (Full-Time)	
4108	City Clerk (CC)	94,135
4111	Deputy City Clerk (DCC)	49,590
	<b>TOTAL</b>	<b>143,725</b>
4150	<b>Overtime</b>	
	Meeting coverage (as needed, for DCC)	5,000
	<b>TOTAL</b>	<b>5,000</b>
4161	<b>Part Time</b>	
	Office Assistant	
	(Max. 270 hr X \$18.98/hr.)	
	<b>TOTAL</b>	<b>5,125</b>
4231	<b>Private/Special Contract Services</b>	
	<u>Codification and Records Mgmt.</u>	
	Annual hosting (online municipal code)	550
	Code supplements	4,000
	Records destruction (shredding)	1,000
	<u>Meeting Tapings and Webcasts</u>	
	City Council meetings	21,600
	<i>(\$900/mtg. x 2 mtgs./mo. x 12 mos.)</i>	
	Additional special meetings	7,200
	<i>(\$900/mtg. x 8)</i>	
	Live streaming	4,200
	<i>(\$350/mo. x 12 mos.)</i>	
	<u>Other Services</u>	
	Advisory services (on-call)	12,000
	Document imaging (software and implementation)	-
	Document imaging (policies, procedures and training)	-
	Scanning and indexing (for backfiles)	-
	<b>TOTAL</b>	<b>50,550</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>1,645</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>20,115</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	COUNCIL SUPPORT
01-910-45		
4340	<b>PERS Retirement</b>	27,890
	TOTAL	27,890
4350	<b>Medicare</b>	2,160
	TOTAL	2,160
4360	<b>Other Insurance</b>	6,465
	TOTAL	6,465
4405	<b>Mileage Reimbursement</b> Mileage reimbursement (for CC & DCC)	500
	TOTAL	500
4410	<b>Meeting Expense</b> Professional association meetings Misc. expenses (e.g., food, water, etc.)	1,100 100
	TOTAL	1,200
4420	<b>Fares &amp; Subsistence</b> Allotment for two conference registrations, hotel, meals and transportation	4,000
	TOTAL	4,000
4425	<b>Memberships/Subscriptions</b> City Clerks Assn. of California International Institute of Municipal Clerks National Notary Association American Records Management Association California Association of Clerks & Elected Officials	195 275 145 500 250
	TOTAL	1,365
4440	<b>Telephone</b> Cell phone service (for CC) ( <i>\$55/mo. x 12 mos.</i> )	660
	TOTAL	660
4445	<b>Printing</b> Council packet production	500
	TOTAL	500
4465	<b>Special Department Supplies</b> Office supplies Publications and manuals Recorder for Council meetings	1,500 325 200
	TOTAL	2,025

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014**

ACCT. NO.	DESCRIPTION	COUNCIL SUPPORT
4470	<b>Legal Advertising</b> Public notices (ordinances, hearings, etc.)	3,000 <b>TOTAL 3,000</b>
4490	<b>Training</b> Annual certifications	4,500 <b>TOTAL 4,500</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	COUNCIL SUPPORT
	<b>01-910-45</b>	
	<b>Personnel</b>	
	Salaries (Full-Time)	
4108	City Clerk (CC)	99,820
4111	Deputy City Clerk (DCC)	52,585
	<b>TOTAL</b>	<b>152,405</b>
4150	<b>Overtime</b>	
	Meeting coverage (as needed, for DCC)	6,350
	<b>TOTAL</b>	<b>6,350</b>
4161	<b>Part Time</b>	
	Office Assistant	
	(Max. 270 hr X \$19.35 /hr.)	
	<b>TOTAL</b>	<b>5,200</b>
4231	<b>Private/Special Contract Services</b>	
	<u>Codification and Records Mgmt.</u>	
	Annual hosting (online municipal code)	600
	Code supplements	4,500
	Records destruction (shredding)	1,000
	<u>Meeting Tapings and Webcasts</u>	
	City Council meetings	22,250
	<i>(\$927/mtg. x 2 mtgs./mo. x 12 mos.)</i>	
	Additional special meetings	7,415
	<i>(\$927/mtg. x 8)</i>	
	Live streaming	4,200
	<i>(\$350/mo. x 12 mos.)</i>	
	<u>Other Services</u>	
	Advisory services (on-call)	5,000
	Document imaging (continuation & maintenance)	15,000
	<b>TOTAL</b>	<b>59,965</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>1,645</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>22,385</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>29,575</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	COUNCIL SUPPORT
	01-910-45	
4350	<b>Medicare</b>	
		TOTAL 2,285
4360	<b>Other Insurance</b>	
		TOTAL 7,250
4405	<b>Mileage Reimbursement</b>	
	Mileage reimbursement (for CC & DCC)	500
		TOTAL 500
4410	<b>Meeting Expense</b>	
	Professional association meetings	1,100
	Misc. expenses (e.g., food, water, etc.)	100
		TOTAL 1,200
4420	<b>Fares &amp; Subsistence</b>	
	Allotment for two conference registrations, hotel, meals and transportation	4,000
		TOTAL 4,000
4425	<b>Memberships/Subscriptions</b>	
	City Clerks Assn. of California	195
	International Institute of Municipal Clerks	275
	National Notary Association	145
	American Records Management Association	500
	California Association of Clerks & Elected Officials	250
		TOTAL 1,365
4440	<b>Telephone</b>	
	Cell phone service (for CC) (\$55/mo. X 12 mos.)	660
		TOTAL 660
4445	<b>Printing</b>	
	Council packet production	500
		TOTAL 500
4465	<b>Special Department Supplies</b>	
	Office supplies	1,650
	Publications and manuals	325
		TOTAL 1,975
4470	<b>Legal Advertising</b>	
	Public notices (ordinances, hearings, etc.)	3,300
		TOTAL 3,300
4490	<b>Training</b>	
	Annual certifications	3,500
		TOTAL 3,500

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# ADMINISTRATIVE SERVICES

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

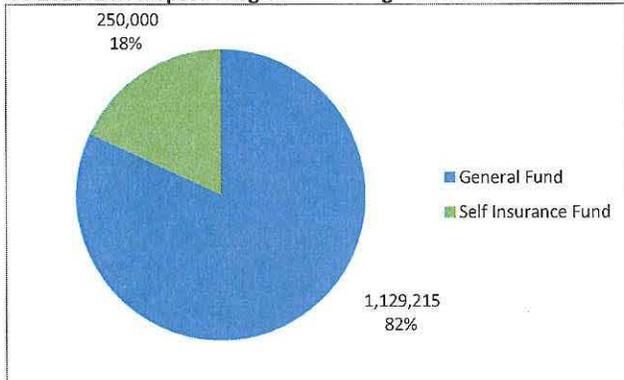
**Program 47: Ins./Benefits**  
Manages insurance programs.

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

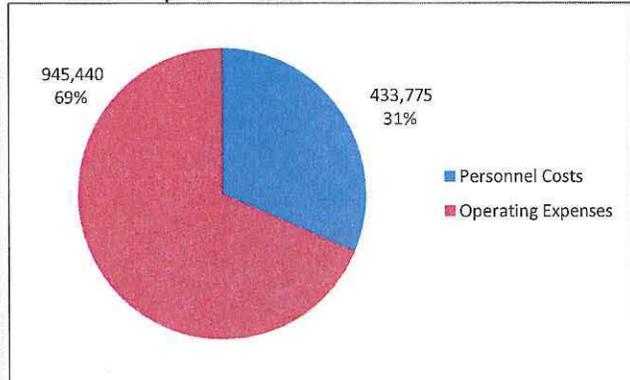
**Program 49: Purchasing**  
Acquires supplies and services.

## DEPARTMENT SUMMARY

**FY 2013-14: Adopted Program Financing**



**FY 2013-14: Adopted Resources Allocated**



	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13
<b>RESOURCES ALLOCATED</b>			
Personnel Costs	396,235	413,015	373,005
Operating Expenses	710,993	1,127,985	1,070,085
<b>Total:</b>	<b>\$ 1,107,228</b>	<b>\$ 1,541,000</b>	<b>\$ 1,443,090</b>

ADOPTED 2013-14	PROPOSED 2014-15
433,775	450,350
945,440	959,640
<b>\$ 1,379,215</b>	<b>\$ 1,409,990</b>

	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13
<b>PROGRAM FINANCING</b>			
General Fund	908,902	1,238,200	1,243,090
Community Redevelopment Agency (CRA)	-	-	-
Self Insurance Fund	198,326	302,800	200,000
<b>Total:</b>	<b>\$ 1,107,228</b>	<b>\$ 1,541,000</b>	<b>\$ 1,443,090</b>

ADOPTED 2013-14	PROPOSED 2014-15
1,129,215	1,159,990
-	-
250,000	250,000
<b>\$ 1,379,215</b>	<b>\$ 1,409,990</b>

	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13
<b>PERSONNEL (FTE)</b>	5.01	4.55	
<b>Total:</b>	<b>5.01</b>	<b>4.55</b>	

ADOPTED 2013-14	PROPOSED 2014-15
4.83	4.83
<b>4.83</b>	<b>4.83</b>

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## ADMINISTRATIVE SERVICES

Program: Support Services  
 Account: 01-910-46

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2011-12	2012-13		2013-14	2014-15
Personnel Analyst	0.50	0.50		0.50	0.50
Admin Services Director	0.25	0.25		0.25	0.25
<b>Total:</b>	<b>0.75</b>	<b>0.75</b>		<b>0.75</b>	<b>0.75</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Personnel Costs 1/	63,186	81,140	81,140	83,490	86,990
Operating Expenses	24,031	121,435	97,995	80,720	68,310
<b>Total:</b>	<b>\$ 87,217</b>	<b>\$ 202,575</b>	<b>\$ 179,135</b>	<b>\$ 164,210</b>	<b>\$ 155,300</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
General Fund	87,217	202,575	179,135	164,210	155,300
<b>Total:</b>	<b>\$ 87,217</b>	<b>\$ 202,575</b>	<b>\$ 179,135</b>	<b>\$ 164,210</b>	<b>\$ 155,300</b>

### KEY PROGRAM GOALS

1. Establish best practices for Human Resources.
2. Develop a Performance Based Compensation Program.
3. Provide a framework for succession planning.
4. Set-up training/classes for employees for personalized development.
5. Monitor progress based on each individual Employee Development Plan.

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2013-14	2014-15
Maintain personnel records for all full and part-time employees.	36/47	36/47
Review and process annual employee evaluations and employee development plans.	36/47	36/47
City-wide training classes.	--	3

#### FOOTNOTES:

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

**ADMINISTRATIVE SERVICES**

Program: Support Services  
Account: 01-910-46

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15
<b>ACCT.</b>					
4110 Personnel Analyst	39,151	44,010	44,010	45,620	48,375
4112 Admin Services Director	10,501	37,130	37,130	37,870	38,615
4190 Allocated Benefits	13,534	-	-	-	-
<b>Total:</b>	<b>\$ 63,186</b>	<b>\$ 81,140</b>	<b>\$ 81,140</b>	<b>\$ 83,490</b>	<b>\$ 86,990</b>

OPERATING EXPENSES	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15
<b>ACCT.</b>					
4231 Private/Special Contract Services	5,858	30,000	30,000	-	-
4244 Legal Services	-	20,000	20,000	-	-
4310 Optional Benefits Program	-	615	615	615	615
4320 Health Insurance	-	5,215	5,215	12,280	13,705
4340 PERS Retirement	-	15,110	15,110	15,570	16,280
4350 Medicare Tax	-	1,175	1,175	1,210	1,260
4360 Other Insurance	-	2,055	2,055	2,760	3,010
4405 Mileage Reimbursement	16	300	100	-	-
4410 Meeting Expense	11	50	60	100	100
4420 Fares & Subsistence	-	-	750	725	725
4425 Memberships/Subscriptions	2,913	5,915	5,915	6,660	6,815
4465 Special Dept. Supplies	2,623	1,700	2,000	1,700	1,700
4475 Classified Advertising	5,736	6,500	6,000	6,000	6,000
4490 Training	493	25,000	500	20,000	5,000
4495 Recruitment/Testing	3,491	3,800	2,500	3,100	3,100
4685 Special Projects	2,890	4,000	6,000	10,000	10,000
<b>Total:</b>	<b>\$ 24,031</b>	<b>\$ 121,435</b>	<b>\$ 97,995</b>	<b>\$ 80,720</b>	<b>\$ 68,310</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

**ACCT.**

- 4231 Adjustment (-) due to Classification and Compensation Plan completed in FY 2012-13.
- 4244 Adjustment (-) due to all legal services budgeted under City Attorney for FY 2013-14.
- 4405 Adjustment (-) mileage reimbursement eliminated. Staff will use City owned vehicles.
- 4425 Adjustment (+) increase in membership costs.
- 4490 Adjustment (-) reflects actual training anticipated for FY 2013-14.
- 4495 Adjustment (-) reflects actual expenses anticipated for FY 2013-14.
- 4685 Adjustment (+) increase due to expanded Employee Recognition Dinner.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	SUPPORT SERVICES
	<b>01-910-46</b>	
	<b>Personnel</b>	
	Salaries	
4110	Personnel Analyst (50%)	45,620
4112	Administrative Services (25%)	37,870
	<b>TOTAL</b>	<b>83,490</b>
4231	<b>Private/Special Contract Services</b>	
	Automation of Recruitment and Evaluation Process	
	<b>TOTAL</b>	-
4244	<b>Legal Services</b>	
	Contract legal services (as necessary)	
	<b>TOTAL</b>	-
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>615</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>12,280</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>15,570</b>
4350	<b>Medicare</b>	
	<b>TOTAL</b>	<b>1,210</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>2,760</b>
4410	<b>Meeting Expense</b>	
	Miscellaneous meeting expense	
	<b>TOTAL</b>	<b>100</b>
4420	<b>Fares &amp; Subsistence</b>	
	Western Region IPMA Annual Training Conference	
	Registration	275
	Lodging ( Nights at \$150)	300
	Subsistence (2 days @ \$50)	100
	Transporation	50
	<b>TOTAL</b>	<b>725</b>
4425	<b>Memberships/Subscriptions</b>	
	Gateway Public Employment Consortium	3,060
	Employee Assistance Program	3,600
	<b>TOTAL</b>	<b>6,660</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	SUPPORT SERVICES
	<b>01-910-46</b>	
4465	<b>Special Department Supplies</b>	
	Business Cards/Business Card Shells	1,000
	Name plates, badges & City seals	500
	Miscellaneous	200
	<b>TOTAL</b>	<b>1,700</b>
4475	<b>Classified Advertising</b>	
	Pasadena Star News, SGV Weekly, JobTRAK, LA Times, Jobs Available, ICMA, Western City, etc.	
	<b>TOTAL</b>	<b>6,000</b>
4490	<b>Training</b>	
	City-wide for employee training	20,000
	<b>TOTAL</b>	<b>20,000</b>
4495	<b>Recruitment/Testing</b>	
	Physical exams, fingerprinting, lunches for oral boards	2,500
	Hepatitis B vaccinations	600
	<b>TOTAL</b>	<b>3,100</b>
4685	<b>Special Projects</b>	
	Employee Recognition (Years of Service)	1,000
	Employee Recognition Program	9,000
	<b>TOTAL</b>	<b>10,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	SUPPORT SERVICES
	<b>01-910-46</b>	
	<b>Personnel</b>	
	Salaries	
4110	Personnel Analyst (50%)	48,375
4112	Administrative Services Director (25%)	38,615
	<b>TOTAL</b>	<b>86,990</b>
4244	<b>Legal Services</b>	
	Contract legal services (as necessary)	
	<b>TOTAL</b>	<b>-</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>615</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>13,705</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>16,280</b>
4350	<b>Medicare</b>	
	<b>TOTAL</b>	<b>1,260</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>3,010</b>
4410	<b>Meeting Expense</b>	
	Miscellaneous meeting expense	
	<b>TOTAL</b>	<b>100</b>
4420	<b>Fares &amp; Subsistence</b>	
	Western Region IPMA Annual Training Conference	
	Registration	275
	Lodging ( Nights at \$150)	300
	Subsistence (2 days @ \$50)	100
	Transporation	50
	<b>TOTAL</b>	<b>725</b>
4425	<b>Memberships/Subscriptions</b>	
	Gateway Public Employment Consortium	3,215
	Employee Assistance Program	3,600
	<b>TOTAL</b>	<b>6,815</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	SUPPORT SERVICES
	<b>01-910-46</b>	
4465	<b>Special Department Supplies</b> Business Cards/Business Card Shells Name plates, badges & City seals Miscellaneous	1,000 500 200 <b>TOTAL 1,700</b>
4475	<b>Classified Advertising</b> Pasadena Star News, SGV Weekly, JobTRAK, LA Times, Jobs Available, ICMA, Western City, etc.	<b>TOTAL 6,000</b>
4490	<b>Training</b> City-wide for employee training	5,000 <b>TOTAL 5,000</b>
4495	<b>Recruitment/Testing</b> Physical exams, fingerprinting, lunches for oral boards Hepatitis B vaccinations	2,500 600 <b>TOTAL 3,100</b>
4685	<b>Special Projects</b> Employee Recognition (Years of Service) Employee Recognition Program	1,000 9,000 <b>TOTAL 10,000</b>

## ADMINISTRATIVE SERVICES

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

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2011-12	2012-13		2013-14	2014-15
Personnel Analyst	0.50	0.50		0.50	0.50
Admin Services Director	0.25	0.25		0.25	0.25
<b>Total:</b>	<b>0.75</b>	<b>0.75</b>		<b>0.75</b>	<b>0.75</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Personnel Costs	63,747	81,140	81,140	83,490	86,990
Operating Expenses	408,817	641,220	568,060	498,925	514,505
<b>Total:</b>	<b>\$ 472,564</b>	<b>\$ 722,360</b>	<b>\$ 649,200</b>	<b>\$ 582,415</b>	<b>\$ 601,495</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
General Fund	274,238	419,560	449,200	332,415	351,495
Self Insurance Fund	198,326	302,800	200,000	250,000	250,000
<b>Total:</b>	<b>\$ 472,564</b>	<b>\$ 722,360</b>	<b>\$ 649,200</b>	<b>\$ 582,415</b>	<b>\$ 601,495</b>

### KEY PROGRAM GOALS

1. Ensure adequate coverage and loss control measures.
2. Ensure safe practices city-wide.
3. Monitor employee benefit and insurance plans.
4. Monitor and review Workers Comp. Program.
5. Monitor and review contract with California Public Employees Retirement System .

### KEY WORKLOAD MEASURES

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2013-14	2014-15
Review and process monthly billing for employee benefits.	156	156
Annual review of City's Risk Management LossCAP program.	1	1
Worker's Comp claims are monitored for treatment of injured employee and follow-up.	3	3
Secure Special Events Insurance coverage as needed.	5	5

## ADMINISTRATIVE SERVICES

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

### EXPENDITURE DETAIL

PERSONNEL	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15
<b>ACCT.</b>					
4110 Personnel Analyst	39,079	44,010	44,010	45,620	48,375
4112 Admin Services Director	10,501	37,130	37,130	37,870	38,615
4190 Allocated Benefits	14,167	-	-	-	-
<b>Total:</b>	<b>\$ 63,747</b>	<b>\$ 81,140</b>	<b>\$ 81,140</b>	<b>\$ 83,490</b>	<b>\$ 86,990</b>

OPERATING EXPENSES	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15
<b>ACCT.</b>					
4305 Bonus Pay	31,881	75,000	75,000	150,000	150,000
4310 Optional Benefits Program	27,057	30,215	30,215	615	615
4315 Section 125	-	600	600	600	600
4320 Health Insurance	469,226	557,885	557,885	190,550	211,665
4330 Unemployment Compensation	2,452	10,000	10,000	10,000	10,000
4340 PERS Retirement	499,771	654,125	654,125	15,570	16,280
4350 Medicare Tax	46,544	48,195	25,000	1,210	1,260
4360 Other Insurance	107,519	365,065	315,000	115,680	109,385
4370 Benefit Allocation	(775,633)	(1,112,965)	(1,112,965)	-	-
4410 Meeting Expense	-	100	100	100	100
4425 Memberships/Subscriptions	-	200	200	200	200
4465 Special Dept Supplies	-	300	400	400	400
4490 Training	-	5,000	5,000	5,000	5,000
4695 Education Expense	-	7,500	7,500	9,000	9,000
<b>Total:</b>	<b>\$ 408,817</b>	<b>\$ 641,220</b>	<b>\$ 568,060</b>	<b>\$ 498,925</b>	<b>\$ 514,505</b>

### ACCOUNT MODIFICATIONS

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

#### **ACCT.**

- 4305 Adjustment (+) due to expanded program.
- 4310 Adjustment (-) due to distribution of benefits to each program/department.
- 4320 Adjustment (-) due to distribution of benefits to each program/department.
- 4340 Adjustment (-) due to distribution of benefits to each program/department.
- 4350 Adjustment (-) due to distribution of benefits to each program/department.
- 4360 Adjustment (-) due to distribution of benefits to each program/department.
- 4370 Adjustment (-) due to distribution of benefits to each program/department.
- 4465 Adjustment (+) due increase costs in mandatory employment workplace posters.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	INSURANCE/BENEFITS
	<b>01-910-47</b>	
	<b>Personnel</b>	
	Salaries	
4110	Personnel Analyst (50%)	45,620
4112	Administrative Services Director (25%)	37,870
	<b>TOTAL</b>	<b>83,490</b>
4305	<b>Bonus Pay</b>	
	Performance pay full time employees	
	<b>TOTAL</b>	<b>150,000</b>
4310	<b>Optional Benefits</b>	
	<b>TOTAL</b>	<b>615</b>
4315	<b>Section 125</b>	
	(12 @ \$25/mo.)	
	<b>TOTAL</b>	<b>600</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision (active employees for this program, Personnel Analyst 50%, ASD 25%)	12,280
	Retired Employees	
	Medical (25)	164,090
	Medical admin charge	2,000
	Dental - (HCM) Delta (16)	8,125
	Vision - (JPIA) VSP (17)	4,055
	NOTE: Medical (PERS) estimated 12% average increase for 2013-14)	
	<b>TOTAL</b>	<b>190,550</b>
4330	<b>Unemployment Compensation</b>	
	<b>TOTAL</b>	<b>10,000</b>
4340	<b>PERS Retirement</b>	
	Portion for active employees of this program	15,570
	NOTE: Lump sum payment of \$400,000 for employer portion will be spread among departments, estimated of 3.4% savings	
	<b>TOTAL</b>	<b>15,570</b>
4350	<b>Medicare Tax</b>	
	<b>TOTAL</b>	<b>1,210</b>

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014**

ACCT. NO.	DESCRIPTION	INSURANCE/BENEFITS
	<b>01-910-47</b>	
4360	<b>Other Insurance</b>	
	Workers' Compensation - CJPIA annual contribution	99,590
	Workers' Compensation - Retro Refund CJPIA	(110,000)
	General Liability - CJPIA annual contribution	159,735
	All Risk Property, including Earthquake - CJPIA	48,000
	Automobile - CJPIA (projected est.)	7,500
	Environmental Insurance	6,500
	Notary Insurance (2 @ \$80)	200
	RFD Commercial Crime Program (CJPIA Commercial Blanket Bond Program)	1,500
	Life Insurance - Assurant (for this program's active employees) NOTE: \$180/annually per employee	135
	Disability Insurance - Assurant (for this program's active employees) (Includes short-term and long-term disabilities)	1,640
	Workers' Compensation & RFD amount for this Program	985
	Adjustment (Workers' Compensation & RFD Commercial Crime Program amount distributed to other department programs)	(100,105)
	<b>TOTAL</b>	<b>115,680</b>
4410	<b>Meeting Expense</b>	
	Miscellaneous meeting expense	
	<b>TOTAL</b>	<b>100</b>
4425	<b>Memberships/Subscriptions</b>	
	Best's Insurance Rating Guide (CD-ROM with hard copy)	
	<b>TOTAL</b>	<b>200</b>
4465	<b>Special Department Supplies</b>	
	Employee safety videos, brochures and posters	
	<b>TOTAL</b>	<b>400</b>
4490	<b>Training</b>	
	Safety workshops as required by law: First Aid, CPR & Preventive Disease Transmission, and AED training for all full-time and part-time employees	
	<b>TOTAL</b>	<b>5,000</b>
4695	<b>Education Expense</b>	
	Education/Tuition reimbursement program	
	<b>TOTAL</b>	<b>9,000</b>

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

ACCT. NO.	DESCRIPTION	INSURANCE/BENEFITS
	<b>01-910-47</b>	
	<b>Personnel</b>	
	Salaries	
4110	Personnel Analyst (50%)	48,375
4112	Administrative Services Director (25%)	38,615
	<b>TOTAL</b>	<b>86,990</b>
4305	<b>Bonus Pay</b>	
	Performance pay full time employees	
	<b>TOTAL</b>	<b>150,000</b>
4310	<b>Optional Benefits</b>	
	<b>TOTAL</b>	<b>615</b>
4315	<b>Section 125</b>	
	(12 @ \$25/mo.)	
	<b>TOTAL</b>	<b>600</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision (active employees for this program, Personnel Analyst 50%, ASD 25%)	13,705
	Retired Employees	
	Medical (25)	183,780
	Medical admin charge	2,000
	Dental - (HCM) Delta (16)	8,125
	Vision - (JPIA) VSP (17)	4,055
	NOTE: Medical (PERS) estimated 12% average increase for 2014-15) (To be evaluated at mid-year budget)	
	<b>TOTAL</b>	<b>211,665</b>
4330	<b>Unemployment Compensation</b>	
	<b>TOTAL</b>	<b>10,000</b>
4340	<b>PERS Retirement</b>	
	Portion for active employees of this program	15,655
	NOTE: Lump sum payment of \$400,000 for employer portion will be spread among departments, estimated of 3.4% savings	
	<b>TOTAL</b>	<b>16,280</b>
4350	<b>Medicare Tax</b>	
	<b>TOTAL</b>	<b>1,260</b>

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

ACCT. NO.	DESCRIPTION	INSURANCE/BENEFITS
	<b>01-910-47</b>	
4360	<b>Other Insurance</b>	
	Workers' Compensation - CJPIA annual contribution	120,000
	Workers' Compensation - Retro Refund CJPIA	(100,000)
	General Liability - CJPIA annual contribution	140,000
	All Risk Property, including Earthquake - CJPIA	50,000
	Automobile - CJPIA (projected est.)	8,000
	Environmental Insurance	7,000
	Notary Insurance (2 @ \$80)	200
	RFD Commercial Crime Program (CJPIA Commercial Blanket Bond Program)	1,500
	Life Insurance - Assurant (for this program's active employees) NOTE: \$180/annually per employee	135
	Disability Insurance - Assurant (for this program's active employees) (Includes short-term and long-term disabilities)	1,710
	Workers' Compensation & RFD amount for this Program	1,170
	Adjustment (Workers' Compensation & RFD Commercial Crime Program amount distributed to other department programs)	(120,330)
	<b>TOTAL</b>	<b>109,385</b>
4410	<b>Meeting Expense</b>	
	Miscellaneous meeting expense	
	<b>TOTAL</b>	<b>100</b>
4425	<b>Memberships/Subscriptions</b>	
	Best's Insurance Rating Guide (CD-ROM with hard copy)	
	<b>TOTAL</b>	<b>200</b>
4465	<b>Special Department Supplies</b>	
	Employee safety videos, brochures and posters	
	<b>TOTAL</b>	<b>400</b>
4490	<b>Training</b>	
	Safety workshops as required by law: First Aid, CPR & Preventive Disease Transmission, and AED training for all full-time and part-time employees	
	<b>TOTAL</b>	<b>5,000</b>
4695	<b>Education Expense</b>	
	Education/Tuition reimbursement program	
	<b>TOTAL</b>	<b>9,000</b>

## ADMINISTRATIVE SERVICES

Program: Accounting  
Account: 01-920-48

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2011-12	2012-13		2013-14	2014-15
Admin Services Director	0.45	0.45		0.45	0.45
Accountant	0.85	0.85		1.00	1.00
Accounting Technician	1.00	1.00		1.00	1.00
Part-Time	1.21	0.75		0.88	0.88
<b>Total:</b>	<b>3.51</b>	<b>3.05</b>		<b>3.33</b>	<b>3.33</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Personnel Costs	269,302	250,735	210,725	266,795	276,370
Operating Expenses	147,454	229,380	265,830	217,595	230,625
<b>Total:</b>	<b>\$ 416,756</b>	<b>\$ 480,115</b>	<b>\$ 476,555</b>	<b>\$ 484,390</b>	<b>\$ 506,995</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
General Fund	416,756	480,115	476,555	484,390	506,995
<b>Total:</b>	<b>\$ 416,756</b>	<b>\$ 480,115</b>	<b>\$ 476,555</b>	<b>\$ 484,390</b>	<b>\$ 506,995</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2013-14	2014-15
Agendas and staff reports prepared for City and Agency. 1/	60	60
Coordinate, review, print and distribute proposed & adopted budget books annually.	45	45
Gather data, prepare and produce a Comprehensive Annual Financial Report. 2/	--	1
Distribute mandatory tax forms (W2 & 1099M) to employees and vendors annually.	230	230
Audits conducted annually. 3/	5	5
Long Range Financial Plan.	--	1
Completion of financial software confersions.	--	2

#### FOOTNOTES:

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

**ADMINISTRATIVE SERVICES**

Program: Accounting  
Account: 01-920-48

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4112 Admin Services Director	18,692	66,835	66,835	68,170	69,505
4114 Accountant	64,777	66,160	66,150	79,375	80,930
4115 Accounting Technician	65,513	66,940	26,940	60,700	64,365
4150 Overtime	14,767	4,000	4,000	1,000	1,000
4161 Part Time	61,435	46,800	46,800	57,550	60,570
4190 Allocated Benefits	44,118	-	-	-	-
<b>Total:</b>	<b>\$ 269,302</b>	<b>\$ 250,735</b>	<b>\$ 210,725</b>	<b>\$ 266,795</b>	<b>\$ 276,370</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4231 Private/Special Contract Services	14,690	20,000	60,000	-	-
4232 Revenue Audit Services	6,669	8,500	12,000	9,500	9,500
4233 Audit Services	35,295	50,000	50,000	53,540	53,950
4310 Optional Benefits Program	-	1,890	1,890	2,015	2,015
4320 Health Insurance	-	16,735	16,735	21,190	23,540
4340 PERS Retirement	-	38,950	38,950	36,420	37,500
4350 Medicare Tax	-	2,900	2,900	3,855	3,995
4360 Other Insurance	-	5,845	5,845	8,405	9,255
4405 Mileage Reimbursement	555	1,900	1,900	1,800	1,900
4410 Meeting Expense	76	300	500	600	600
4420 Fares & Subsistence	-	4,900	1,500	2,150	4,750
4425 Memberships/Subscriptions	405	970	950	970	970
4440 Telephone	650	660	660	660	660
4465 Special Dept Supplies	1,907	2,500	2,000	2,000	2,500
4480 Bank Charges	51,895	33,000	40,000	35,000	40,000
4490 Training	1,007	2,000	-	2,000	2,000
4530 Special Equipment Maintenance	34,305	38,330	30,000	37,490	37,490
<b>Total:</b>	<b>\$ 147,454</b>	<b>\$ 229,380</b>	<b>\$ 265,830</b>	<b>\$ 217,595</b>	<b>\$ 230,625</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

**Acct.**

- 4114 Adjustment (-) due to staff no longer charged to Housing as a result of the dissolution of the RDA.
- 4115 Adjustment (-) in staffing hours due to automation of processes.
- 4150 Adjustment (-) in staffing hours due to automation of processes.
- 4231 Adjustment (-) due to upgrade of financial software completed in FY 2013-14.
- 4232 Adjustment (+) due to increase in sales tax audit consultant services.
- 4410 Adjustment (+) due to increased attendance at CSMFO luncheons.
- 4420 Adjustment (-) due to staff attending financial software every other year rather than every year.
- 4465 Adjustment (-) due to actual needs for department specific supplies.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	ACCOUNTING
	<b>01-920-48</b>	
	<b>Personnel</b>	
	Salaries	
4112	Administrative Services Director (45%)	68,170
4114	Accountant	79,375
4115	Accounting Technician	60,700
	<b>TOTAL</b>	<b>208,245</b>
4150	<b>Overtime</b>	
	<b>TOTAL</b>	<b>1,000</b>
4161	<b>Part Time</b>	
	Accounting Assistant \$31.62 x 35 Hrs x 52 Wks	
	<b>TOTAL</b>	<b>57,550</b>
4232	<b>Revenue Audit Services</b>	
	Sales Tax Revenue Audit	
	Documentary Transfer Tax Audits	
	<b>TOTAL</b>	<b>9,500</b>
4233	<b>Audit Services</b>	
	Annual Audit	
	State Reports	
	Comprehensive Annual Financial Report Expense	
	<b>TOTAL</b>	<b>53,540</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>2,015</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>21,190</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>36,420</b>
4350	<b>Medicare</b>	
	<b>TOTAL</b>	<b>3,855</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>8,405</b>
4405	<b>Mileage Reimbursement</b>	
	Auto allowance per Contract Agreement for Admin Srvs Director (\$150 x 12 months)	1,800
	<b>TOTAL</b>	<b>1,800</b>

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014**

ACCT. NO.	DESCRIPTION	ACCOUNTING
	<b>01-920-48</b>	
4410	<b>Meeting Expense</b> CSMFO Bi-Monthly Meetings and other	<b>TOTAL 600</b>
4420	<b>Fares &amp; Subsistence</b> CSMFO Annual Seminar - Southern California, February 2014 or CMTA Annual Seminar - Southern California, April 2014 or CalPERS Education Forum- Southern California, October 2013  Registration 350 Subsistence (2 days @ \$50) 100 Transportation 200 Hotel (2 nights @ \$250) 500 Sub Total 1,150  Contract Cities 1,000	<b>TOTAL 2,150</b>
4425	<b>Memberships/Subscriptions</b> California Society of Municipal Finance Officers (CSMFO) 110 California Municipal Treasurers Association (CMTA) 160 Government Finance Officers Association (GFOA) 700	<b>TOTAL 970</b>
4440	<b>Telephone</b> Cellular Phone Monthly Service Charge (12 months @ \$55)	<b>TOTAL 660</b>
4465	<b>Special Department Supplies</b> Check Order, Cash Register Supplies, 1099 Envelopes Miscellaneous Office and Computer Supplies	<b>TOTAL 2,000</b>
4480	<b>Bank/Payroll Charges</b> Checking Account Merchant Account (Visa/Master Card Charges) Section 125 Account Payroll Processing Charges Armored Truck Services	<b>TOTAL 35,000</b>
4490	<b>Training</b> Seminars/workshops for CMTA, CSMFO, Payroll Certification and other trainings for the Accountant and Account Analyst	<b>TOTAL 2,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	ACCOUNTING
4530	<b>Special Equipment Maintenance</b> Pentamation Annual Maintenance Four J's <span style="float: right;">2,300</span> ProLiant/Smart Array <span style="float: right;">1,080</span> Optio DCS Phone Support <span style="float: right;">390</span> Pentamation ASP and Payroll System (\$2,510 x 12 months) <span style="float: right;">30,120</span> Progressive Solution for Cash Register <span style="float: right;">3,600</span>	
	<b>TOTAL</b>	<b>37,490</b>

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

ACCT. NO.	DESCRIPTION	ACCOUNTING
	<b>01-920-48</b>	
	<b>Personnel</b>	
	Salaries	
4112	Administrative Services Director (45%)	69,505
4114	Accountant	80,930
4115	Accounting Technician	64,365
	<b>TOTAL</b>	<b>214,800</b>
4150	<b>Overtime</b>	
	<b>TOTAL</b>	<b>1,000</b>
4161	<b>Part Time</b>	
	Accounting Assistant \$33.28 x 35 Hrs x 52 Wks	
	<b>TOTAL</b>	<b>60,570</b>
4232	<b>Revenue Audit Services</b>	
	Sales Tax Revenue Audit	
	Documentary Transfer Tax Audits	
	<b>TOTAL</b>	<b>9,500</b>
4233	<b>Audit Services</b>	
	Annual Audit	
	State Reports	
	CAFR Expense (Comprehensive Annual Financial Report)	
	<b>TOTAL</b>	<b>53,950</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>2,015</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>23,540</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>37,500</b>
4350	<b>Medicare</b>	
	<b>TOTAL</b>	<b>3,995</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>9,255</b>
4405	<b>Mileage Reimbursement</b>	
	Transportation to meetings and training seminars (\$8 x 12 months)	100
	Auto allowance per Contract Agreement for Admin Srvs Director (\$150 x 12 months)	1,800
	<b>TOTAL</b>	<b>1,900</b>

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

ACCT. NO.	DESCRIPTION	ACCOUNTING
	<b>01-920-48</b>	
4410	<b>Meeting Expense</b> CSMFO Bi-Monthly Meetings an other	<b>TOTAL 600</b>
4420	<b>Fares &amp; Subsistence</b> CSMFO Annual Seminar - Southern California, February 2015 or CMTA Annual Seminar - Southern California, April 2015 or CalPERS Education Forum- Southern California, October 2014  Registration 350 Subsistence (2 days @ \$50) 100 Transportation 200 Hotel (2 nights @ \$250) 500 <div style="text-align: right; border-top: 1px solid black;">Sub Total 1,150</div> Sungard Public Sector Conference (2 Staff) Registration 1,000 Subsistence (2 days @ \$50) 200 Transportation 400 Hotel (2 nights @ \$250) 1,000 <div style="text-align: right; border-top: 1px solid black;">Sub Total 2,600</div> Contract Cities 1,000	<b>TOTAL 4,750</b>
4425	<b>Memberships/Subscriptions</b> California Society of Municipal Finance Officers (CSMFO) 110 California Municipal Treasurers Association (CMTA) 160 Government Finance Officers Association (GFOA) 700	<b>TOTAL 970</b>
4440	<b>Telephone</b> Cellular Phone Monthly Service Charge (12 months @ \$55)	<b>TOTAL 660</b>
4465	<b>Special Department Supplies</b> Check Order, Cash Register Supplies, 1099 Envelopes Miscellaneous Office and Computer Supplies	<b>TOTAL 2,500</b>
4480	<b>Bank/Payroll Charges</b> Checking Account Merchant Account (Visa/Master Card Charges) Section 125 Account Payroll Processing Charges Armored Services	<b>TOTAL 40,000</b>



## ADMINISTRATIVE SERVICES

Program: Purchasing  
Account: 01-920-49

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2011-12	2012-13		2013-14	2014-15
Part-Time	0.00	0.00		0.00	0.00
<b>Total:</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>	<b>0.00</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Personnel Costs	-	-	-	-	-
Operating Expenses	130,691	135,950	138,200	148,200	146,200
<b>Total:</b>	<b>\$ 130,691</b>	<b>\$ 135,950</b>	<b>\$ 138,200</b>	<b>\$ 148,200</b>	<b>\$ 146,200</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
General Fund	130,691	135,950	138,200	148,200	146,200
<b>Total:</b>	<b>\$ 130,691</b>	<b>\$ 135,950</b>	<b>\$ 138,200</b>	<b>\$ 148,200</b>	<b>\$ 146,200</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2013-14	2014-15
Daily and annual outgoing mail . 1/	75,000	75,000
Copiers maintained. 2/	6	6
Fixed assets inventory & depreciation. 3/	annually	annually
Orders placed for replenishing water, toner, paper, office, & misc supplies.	60	60

#### FOOTNOTES:

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

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

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

**ADMINISTRATIVE SERVICES**

Program: Purchasing  
Account: 01-920-49

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15
<b>ACCT.</b>					
4161 Part-Time	-	-	-	-	-
4190 Allocated Benefits	-	-	-	-	-
<b>Total:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

OPERATING EXPENSES	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15
<b>ACCT.</b>					
4405 Mileage Reimbursement	-	50	-	-	-
4425 Memberships/Subscriptions	145	200	200	200	200
4445 Printing	8,799	11,500	9,000	9,000	9,000
4450 Postage	10,860	12,000	15,000	15,000	15,000
4460 Office Supplies	8,125	12,000	12,000	8,000	6,000
4465 Special Dept Supplies	1,386	1,100	2,500	1,500	1,500
4510 Maintenance & Repair	41,300	43,000	43,000	69,500	69,500
4520 Office Equipment Maintenance	40,379	40,000	40,000	28,000	28,000
4530 Special Equipment Maintenance	18,914	15,000	15,000	15,000	15,000
4580 Equipment Rental	783	1,100	1,500	2,000	2,000
<b>Total:</b>	<b>\$ 130,691</b>	<b>\$ 135,950</b>	<b>\$ 138,200</b>	<b>\$ 148,200</b>	<b>\$ 146,200</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

**Acct**

- 4405 Adjustment (-) mileage reimbursement eliminated. Staff will use City owned vehicles.
- 4445 Adjustment (-) reflects actual expenses anticipated for FY 2013-14.
- 4460 Adjustment (-) due to departments budgeting and purchasing their own office supplies.
- 4520 Adjustment (-) due to copy machines at Live Oak Park now reflected in Department's budget.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	PURCHASING
	<b>01-920-49</b>	
4425	<b>Memberships/Subscriptions</b> Sams Club Annual Membership (\$100 flat fee for credit line + 1 member @ \$30 + 4 additional cards @ \$15 plus tax)	<b>200</b>
	<b>TOTAL</b>	<b>200</b>
4445	<b>Printing</b> Copier Paper Outside Printing / Engraving ( Engraving, letterhead, envelopes, annual budget covers)	<b>9,000</b>
	<b>TOTAL</b>	<b>9,000</b>
4450	<b>Postage</b> Replenish meter, 3rd class bulk, 1st class bulk, postal box rental, Overnight letters, public notices, cert/return receipts, Friday mailings Annual Acctg/Permit Fee	<b>15,000</b>
	<b>TOTAL</b>	<b>15,000</b>
4460	<b>Office Supplies</b> OfficeMax, Viking Office Products and other vendors Office Supplies: City-wide calendar purchase, fax machine supplies, writing pads, pencils/pens, typewriter ribbons, calculator tapes, etc. Computer paper, ribbons, laser printer, monitor, drum units, software programs, laser printer developer and miscellaneous items	<b>8,000</b>
	<b>TOTAL</b>	<b>8,000</b>
4465	<b>Special Department Supplies</b> Lunch Room Supplies	<b>1,500</b>
	<b>TOTAL</b>	<b>1,500</b>
4510	<b>Maintenance &amp; Repair</b> Equipment maintenance Manangement Information Sytems (MIS) Service (460 hrs x \$88.00/hr) 43,000 Web design, annual hosting fee and cloud services 26,500	<b>69,500</b>
	<b>TOTAL</b>	<b>69,500</b>
4520	<b>Office Equipment Maintenance</b> Mail Machine, Electronic Scale - Pitney Bowes Phone System-ATT/SBC Copiers Lease for City Hall (2)	<b>28,000</b>
	<b>TOTAL</b>	<b>28,000</b>

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2013-2014

ACCT. NO.	DESCRIPTION	PURCHASING
01-920-49		
4530	<b>Special Equipment Maintenance</b> Anti-Virus Renewal, Watchguard Firewall Support Email mailbox licenses AT&T monthly internet service fee Warranty Service Contracts: HP Net Server (Sungard Public Sector) Backup software \$1,100 annually Two-year server warranty extension \$4,000 SAN Maintenance \$1,500 x 2	<b>TOTAL</b> <b>15,000</b>
4580	<b>Equipment Rental</b> Postal Machine Reset Meter Fee	<b>TOTAL</b> <b>2,000</b>

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

ACCT. NO.	DESCRIPTION	PURCHASING
01-920-49		
4425	<b>Memberships/Subscriptions</b> Sams Club Annual Membership (\$100 flat fee for credit line + 1 member @ \$30 + 4 additional cards @ \$15 plus tax)	<b>TOTAL 200</b>
4445	<b>Printing</b> Copier Paper Outside Printing / Engraving ( Engraving, letterhead, envelopes, annual budget covers)	<b>TOTAL 9,000</b>
4450	<b>Postage</b> Replenish meter, 3rd class bulk, 1st class bulk, postal box rental, Overnight letters, public notices, cert/return receipts, Friday mailings Annual Acctg/Permit Fee	<b>TOTAL 15,000</b>
4460	<b>Office Supplies</b> OfficeMax, Viking Office Products and other vendors Office Supplies: City-wide calendar purchase, fax machine supplies, writing pads, pencils/pens, typewriter ribbons, calculator tapes, etc. Computer paper, ribbons, laser printer, monitor, drum units, software programs, laser printer developer and miscellaneous items	<b>TOTAL 6,000</b>
4465	<b>Special Department Supplies</b> Lunch Room Supplies	<b>TOTAL 1,500</b>
4510	<b>Maintenance &amp; Repair</b> Equipment maintenance Manangement Information Sytems (MIS) Service (460 hrs x \$88.00/hr) 43,000 Web design, annual hosting fee and cloud services 26,500	<b>TOTAL 69,500</b>
4520	<b>Office Equipment Maintenance</b> Mail Machine, Electronic Scale - Pitney Bowes Phone System-ATT/SBC Copiers Lease for City Hall (2)	<b>TOTAL 28,000</b>

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2014-2015

ACCT. NO.	DESCRIPTION	PURCHASING
01-920-49		
4530	<b>Special Equipment Maintenance</b> Anti-Virus Renewal, Watchguard Firewall Support Email mailbox licenses AT&T monthly internet service fee Warranty Service Contracts: HP Net Server (Sungard Public Sector) Backup software \$1,100 annually Two-year server warranty extension \$4,000 SAN Maintenance \$1,500 x 2	<b>TOTAL</b> <b>15,000</b>
4580	<b>Equipment Rental</b> Postal Machine Reset Meter Fee	<b>TOTAL</b> <b>2,000</b>

# PARKS & RECREATION

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

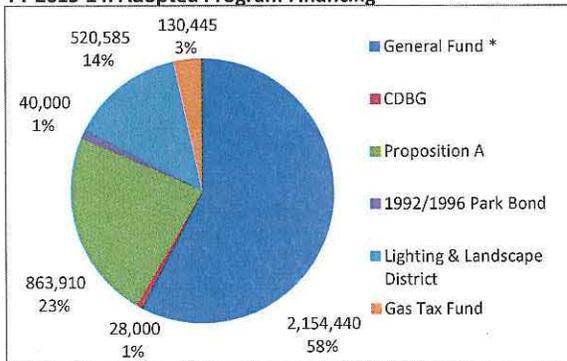
**Program 58: Public Trans.**  
Coordinates public transit program

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

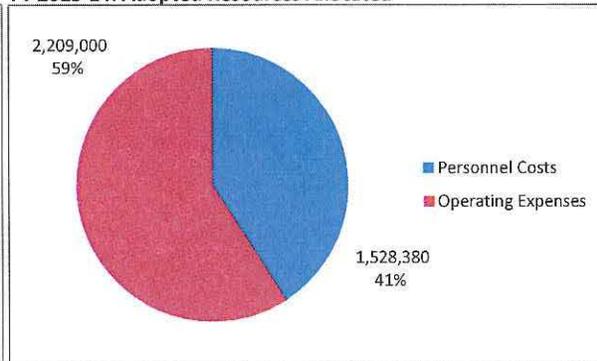
**Program 83: Trees & Parkways**  
Maintains City's urban forest.

## DEPARTMENT SUMMARY

**FY 2013-14: Adopted Program Financing**



**FY 2013-14: Adopted Resources Allocated**



\* Fees & Charges funds approximately \$605,350

	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15
<b>RESOURCES ALLOCATED</b>					
Personnel Costs	1,378,159	1,294,910	1,272,310	1,382,440	1,528,380
Operating Expenses	1,429,652	1,855,550	1,745,195	2,046,340	2,209,000
<b>Total:</b>	<b>\$ 2,807,811</b>	<b>\$ 3,150,460</b>	<b>\$ 3,017,505</b>	<b>\$ 3,428,780</b>	<b>\$ 3,737,380</b>
<b>PROGRAM FINANCING</b>					
General Fund	1,620,222	1,825,180	1,778,895	2,009,650	2,154,440
CDBG	38,454	31,085	31,085	26,860	28,000
Proposition A	625,313	753,330	670,730	792,875	863,910
1992/1996 Park Bond	60,000	40,000	40,000	40,000	40,000
Lighting & Landscape Dist.	366,509	382,375	378,305	434,495	520,585
Gas Tax	97,313	118,490	118,490	124,900	130,445
State Recycling Fund	-	-	-	-	-
<b>Total:</b>	<b>\$ 2,807,811</b>	<b>\$ 3,150,460</b>	<b>\$ 3,017,505</b>	<b>\$ 3,428,780</b>	<b>\$ 3,737,380</b>
<b>PERSONNEL (FTE)</b>					
	32.77	33.58		35.25	37.28
<b>Total:</b>	<b>32.77</b>	<b>33.58</b>		<b>35.25</b>	<b>37.28</b>

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## PARKS & RECREATION

Program: Recreation/Human Services

Account: 01-940-57

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2011-12	2012-13		2013-14	2014-15
Director of Parks & Recreation	0.40	0.40		0.40	0.40
Deputy Dir of Parks & Recreation	0.00	0.00		0.00	0.20
P & R Supervisor	0.00	0.00		0.60	0.60
Administrative Coordinator	0.30	0.30		0.30	0.30
Community Services Specialist	0.80	0.80		0.00	0.00
P & R Coordinator	1.50	1.50		2.00	2.00
Part Time Positions	15.04	15.50		16.55	16.62
<b>Total:</b>	<b>18.04</b>	<b>18.50</b>		<b>19.85</b>	<b>20.12</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Personnel Costs	599,606	578,825	562,255	662,010	705,910
Operating Expenses	361,170	478,455	461,815	565,475	603,245
<b>Total:</b>	<b>\$ 960,776</b>	<b>\$ 1,057,280</b>	<b>\$ 1,024,070</b>	<b>\$ 1,227,485</b>	<b>\$ 1,309,155</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
General Fund 1/	922,322	1,026,195	992,985	1,200,625	1,281,155
CDBG	38,454	31,085	31,085	26,860	28,000
<b>Total:</b>	<b>\$ 960,776</b>	<b>\$ 1,057,280</b>	<b>\$ 1,024,070</b>	<b>\$ 1,227,485</b>	<b>\$ 1,309,155</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2013-14	2014-15
New recreation programs planned/offered.	5	10
Agendas, minutes, staff reports written, reviewed, and approved. 2/	120	120
Community special events planned and conducted.	15	16
Youth Scholarship applications reviewed and processed.	125	125
Volunteer service hours coordinated.	10,000	10,000

#### FOOTNOTES:

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

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

**PARKS & RECREATION**

Program: Recreation  
Account: 01-940-57

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4122 Director of Parks & Recreation	51,561	52,460	52,460	53,505	54,555
4175 Deputy Director of Parks & Recreation	-	-	-	-	18,720
4123 Parks & Recreation Supervisor	-	-	-	45,005	45,890
4124 Administrative Coordinator	18,893	20,040	20,040	21,255	22,540
4125 Community Srvc. Specialist	36,761	38,910	38,910	-	-
4127 P & R Coordinator	31,432	33,305	33,305	68,315	69,655
4147 P & R Coordinator	60,472	64,040	64,040	65,670	69,635
4150 Overtime	10,466	13,050	13,000	19,150	20,250
4161 Part Time	26	5,000	5,000	14,605	17,900
4162 Part Time - Rec. Leaders	219,152	233,380	220,000	241,690	248,995
4164 Part Time - Rec. Aides	67,751	73,410	71,000	80,285	83,045
4165 Part Time - Senior Leaders	44,700	45,230	44,500	52,530	54,725
4190 Allocated Benefits	58,392	-	-	-	-
<b>Total:</b>	<b>\$ 599,606</b>	<b>\$ 578,825</b>	<b>\$ 562,255</b>	<b>\$ 662,010</b>	<b>\$ 705,910</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4216 Contract Srvc - Public	6,000	6,000	6,000	6,000	6,000
4272 Recreation Specialists	136,180	120,850	121,200	121,170	120,850
4310 Optional Benefits Program	-	2,465	2,465	2,715	2,875
4320 Health Insurance	-	24,985	24,985	29,890	34,925
4340 PERS Retirement	-	46,290	46,290	55,375	60,010
4350 Medicare Tax	-	7,440	7,440	8,545	9,160
4360 Other Insurance	-	11,115	11,115	36,170	42,755
4405 Mileage Reimbursement	1,851	1,800	1,850	1,900	1,910
4410 Meeting Expense	69	250	250	300	300
4415 Vehicle Operation	5,490	4,500	5,000	6,000	6,000
4420 Fares and Subsistence	5,652	13,500	7,200	9,100	9,000
4425 Memberships/Subscriptions	1,045	2,325	2,120	3,180	3,180
4430 Publications	-	-	-	5,000	5,000
4440 Telephone	2,403	2,520	2,300	2,520	2,520
4445 Printing	7,775	3,100	4,500	19,000	19,000
4455 Uniforms	863	2,000	2,000	3,000	3,000
4460 Office Supplies	-	-	-	2,000	2,000
4465 Special Dept. Supplies	6,557	6,250	6,000	8,500	8,750
4490 Training	584	750	750	1,000	2,000
4530 Special Equipment Maintenance	2,187	4,500	3,300	3,500	-
4580 Equipment Rental	2,300	3,100	2,300	4,500	5,500
4617 TC Unified School District	-	25,750	25,750	26,530	27,330
4630 Annual Events	71,696	81,700	82,000	99,200	115,700
4680 Promotional Items	-	2,000	2,000	2,000	2,000
4690 Special Program Expense	110,518	105,265	95,000	108,380	113,480
<b>Total:</b>	<b>\$ 361,170</b>	<b>\$ 478,455</b>	<b>\$ 461,815</b>	<b>\$ 565,475</b>	<b>\$ 603,245</b>

**ACCOUNT MODIFICATIONS**

Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.

**ACCT.**

- 4123 Addition of Parks & Recreation Supervisor Position
- 4125 Elimination of Community Services Specialist Position
- 4127 Adjustment (+) reflects staff reallocation
- 4150 Adjustment (+) due to policy changes regarding comp time
- 4161 Adjustment (+) reflects cost for additional hours for Intern to complete special projects.
- 4415 Adjustment (+) reflects additional funds for vehicle repairs.
- 4420 Adjustment (-) due to location of upcoming conferences.
- 4425 Adjustment (+) due to additional music license required.
- 4430 Funds included for Community Calendar.
- 4445 Adjustment (+) for printing costs previously budgeted in Admin Svcs.
- 4455 Adjustment (+) reflects true need.
- 4460 Funds included for office supplies previously budgeted in Admin Svcs.
- 4465 Adjustment (+) to reflect true need.
- 4530 Adjustment (+) due to anticipated transfer to hosted software.
- 4580 Adjustment (+) to reflect true need.
- 4630 Adjustment (+) due to increased costs for events and for additional events.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	RECREATION/HUMAN SERVICES
	<b>01-940-57</b>	
	<b>Personnel</b>	
	Salaries	
4122	Director of P & R (40%) #1	53,505
4123	Parks & Recreation Supervisor (60%) #1	45,005
4124	Administrative Coordinator (30%)	21,255
	#1 - Administration (20%)	
	#10 - Volunteers (10%)	
4127	Parks & Recreation Coordinator	68,315
	#5 - Classes (30%)	
	#6 - Seniors (40%)	
	#8 - Sports (30%)	
4147	Parks & Recreation Coordinator	65,670
	#3 - Teens (25%)	
	#4 - Playgrounds (35%)	
	#7 - Special Events (20%)	
	#9 - Day Camp (20%)	
	<b>TOTAL</b>	<b>253,750</b>
4150	<b>Overtime</b>	
	#1 - Administration	2,000
	#7 - Special Events	17,150
	<b>TOTAL</b>	<b>19,150</b>
4161	<b>Part Time - Parks &amp; Recreation Intern</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>14,605</b>
4162	<b>Part Time - Leadership</b>	
	#2 - Aquatics (Not budget)	-
	#3 - Teens	39,730
	#4 - Playgrounds	138,270
	#5 - Classes	4,865
	#7 - Special Events	16,025
	#8 - Sports	38,535
	#9 - Day Camp	4,265
	<b>TOTAL</b>	<b>241,690</b>
4164	<b>Part Time - Aides</b>	
	#4 - Playgrounds	37,800
	#5 - Classes	-
	#7 - Special Events	6,050
	#8 - Sports	34,760
	#9 - Day Camp	1,675
	<b>TOTAL</b>	<b>80,285</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	RECREATION/HUMAN SERVICES
	<b>01-940-57</b>	
4165	<b>Part Time - Senior Leader</b>	
	#3 - Teens	11,800
	#4 - Playgrounds	15,700
	#7 - Special Events	2,450
	#8 - Sports	21,100
	#9 - Day Camp	1,480
	<b>TOTAL</b>	<b>52,530</b>
4216	<b>Contract Svs Public - Senior Lunch Manager</b>	
	#6 - Seniors	
	<b>TOTAL</b>	<b>6,000</b>
4272	<b>Contract Service - Recreation Specialists</b>	
	#5 - Classes	
	<b>TOTAL</b>	<b>121,170</b>
4310	<b>Optional Benefits Program</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>2,715</b>
4320	<b>Health Insurance</b>	
	#1 - Administration	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>29,890</b>
4340	<b>PERS Retirement</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>55,375</b>
4350	<b>Medicare</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>8,545</b>
4360	<b>Other Insurance</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>36,170</b>
4405	<b>Mileage Reimbursement</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>1,900</b>
4410	<b>Meeting Expense</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>300</b>
4415	<b>Vehicle Operation</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>6,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	RECREATION/HUMAN SERVICES
	<b>01-940-57</b>	
4420	<b>Fares &amp; Subsistence</b> <i>Commissioners (3) and Staff (4) will be allotted \$1,300 per year for conferences. They can choose a conference from below, or any other conference available to them.</i> #1 - Administration A. California Parks & Recreation Society Conference Ontario, Spring 2014 - \$700 B. California Joint Powers Insurance Authority Conference Indian Wells, Fall 2013 \$1,150	<b>TOTAL 9,100</b>
4425	<b>Memberships/Subscriptions</b> #1 - Administration	<b>TOTAL 3,180</b>
4430	<b>Publications</b> #1 - Administration (Comm Rec Calendar)	<b>TOTAL 5,000</b>
4440	<b>Telephone</b> #4 - Playgrounds	<b>TOTAL 2,520</b>
4445	<b>Printing</b> #1 - Administration #3 - Teens #4 - Playgrounds #6 - Senior Citizens #7 - Special Events #8 - Sports #9 - Day Camp	14,500 500 600 600 2,000 600 200 <b>TOTAL 19,000</b>
4455	<b>Uniforms</b> #1 - Administration	<b>TOTAL 3,000</b>
4460	<b>Office Supplies</b> #1 - Administration	<b>TOTAL 2,000</b>
4465	<b>Special Department Supplies</b> #1 - Administration #6 - Senior Citizens #7 - Special Events #10 - Volunteers	1,500 1,500 1,000 4,500 <b>TOTAL 8,500</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	RECREATION/HUMAN SERVICES
	<b>01-940-57</b>	
4490	<b>Training</b> #1 - Administration	<b>TOTAL 1,000</b>
4530	<b>Special Equipment Maintenance</b> #1 - Administration (CLASS Software)	<b>TOTAL 3,500</b>
4580	<b>Equipment Rental</b> #7 - Special Events 3,000 #8 - Sports 1,500	<b>TOTAL 4,500</b>
4617	<b>Temple City Unified School District</b> #1 Annual Facilities Use Agreement	<b>TOTAL 26,530</b>
4630	<b>Annual Events</b> #6 - Senior Citizens 1,000 #7 - Special Events 90,700 #10 - Volunteers 7,500	<b>TOTAL 99,200</b>
4680	<b>Promotional Items</b> #1 - City apparel & giveaways	<b>TOTAL 2,000</b>
4690	<b>Special Program Expense</b> #3 - Teens 10,930 #4 - Playgrounds 22,080 #5 - Classes 1,500 #6 - Senior Citizens 23,450 #8 - Sports 46,920 #9 - Day Camp 3,500	<b>TOTAL 108,380</b>

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

ACCT. NO.	DESCRIPTION	RECREATION/HUMAN SERVICES
	<b>01-940-57</b>	
	<b>Personnel</b>	
	Salaries	
4122	Director of P & R (40%) #1	54,555
4175	Deputy Director of Parks & Rec (20%) #1	18,720
4123	Parks & Recreation Supervisor (60%) #1	45,890
4124	Administrative Coordinator (30%)	22,540
	#1 - Administration (20%)	
	#10 - Volunteers (10%)	
4127	Parks & Recreation Coordinator	69,655
	#5 - Classes (30%)	
	#6 - Seniors (40%)	
	#8 - Sports (30%)	
4147	Parks & Recreation Coordinator	69,635
	#3 - Teens (25%)	
	#4 - Playgrounds (35%)	
	#7 - Special Events (20%)	
	#9 - Day Camp (20%)	
	<b>TOTAL</b>	<b>280,995</b>
4150	<b>Overtime</b>	
	#1 - Administration	2,000
	#7 - Special Events	18,250
	<b>TOTAL</b>	<b>20,250</b>
4161	<b>Part Time - Parks &amp; Recreation Intern</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>17,900</b>
4162	<b>Part Time - Leadership</b>	
	#2 - Aquatics (Not budget)	-
	#3 - Teens	41,330
	#4 - Playgrounds	141,220
	#5 - Classes	4,960
	#7 - Special Events	17,555
	#8 - Sports	39,290
	#9 - Day Camp	4,640
	<b>TOTAL</b>	<b>248,995</b>
4164	<b>Part Time - Aides</b>	
	#4 - Playgrounds	39,260
	#7 - Special Events	6,635
	#8 - Sports	35,440
	#9 - Day Camp	1,710
	<b>TOTAL</b>	<b>83,045</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-15

ACCT. NO.	DESCRIPTION	RECREATION/HUMAN SERVICES
	<b>01-940-57</b>	
4165	<b>Part Time - Senior Leader</b>	
	#3 - Teens	12,530
	#4 - Playgrounds	16,670
	#7 - Special Events	2,495
	#8 - Sports	21,520
	#9 - Day Camp	1,510
	<b>TOTAL</b>	<b>54,725</b>
4216	<b>Contract Svs Public - Senior Lunch Manager</b>	
	#6 - Seniors	
	<b>TOTAL</b>	<b>6,000</b>
4272	<b>Contract Service - Recreation Specialists</b>	
	#5 - Classes	
	<b>TOTAL</b>	<b>120,850</b>
4310	<b>Optional Benefits Program</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>2,875</b>
4320	<b>Health Insurance</b>	
	#1 - Administration	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>34,925</b>
4340	<b>PERS Retirement</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>60,010</b>
4350	<b>Medicare</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>9,160</b>
4360	<b>Other Insurance</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>42,755</b>
4405	<b>Mileage Reimbursement</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>1,910</b>
4410	<b>Meeting Expense</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>300</b>
4415	<b>Vehicle Operation</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>6,000</b>

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

ACCT. NO.	DESCRIPTION		
	<b>01-940-57</b>		<b>RECREATION/HUMAN SERVICES</b>
4420	<b>Fares &amp; Subsistence</b> <i>Each Commissioner (2) /Staff (3) will be allotted \$1,500 per year for conferences. They can choose a conference from below, or any other conference available to them.</i> #1 - Administration A. California Parks & Recreation Society Conference Sacramento, Spring 2015 - \$1,580 B. California Joint Powers Insurance Authority Conference Santa Barbara, Fall 2015 \$1,150		<b>TOTAL 9,000</b>
4425	<b>Memberships/Subscriptions</b> #1 - Administration		<b>TOTAL 3,180</b>
4430	<b>Publications</b> #1 - Administration (Comm Rec Calendar)		<b>TOTAL 5,000</b>
4440	<b>Telephone</b> #4 - Playgrounds		<b>TOTAL 2,520</b>
4445	<b>Printing</b> #1 - Administration #3 - Teens #4 - Playgrounds #6 - Senior Citizens #7 - Special Events #8 - Sports #9 - Day Camp	14,500 500 600 600 2,000 600 200	<b>TOTAL 19,000</b>
4455	<b>Uniforms</b> #1 - Administration		<b>TOTAL 3,000</b>
4460	<b>Office Supplies</b> #1 - Administration		<b>TOTAL 2,000</b>
4465	<b>Special Department Supplies</b> #1 - Administration #6 - Senior Citizens #7 - Special Events #10 - Volunteers	1,500 1,500 1,000 4,750	<b>TOTAL 8,750</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-15

ACCT. NO.	DESCRIPTION	RECREATION/HUMAN SERVICES
	<b>01-940-57</b>	
4490	<b>Training</b> #1 - Administration	<b>TOTAL 2,000</b>
4530	<b>Special Equipment Maintenance</b> #1 - Administration (CLASS Software)	<b>TOTAL -</b>
4580	<b>Equipment Rental</b> #7 - Special Events 4,000 #8 - Sports 1,500	<b>TOTAL 5,500</b>
4617	<b>Temple City Unified School District</b> #1 Annual Facilities Use Agreement	<b>TOTAL 27,330</b>
4630	<b>Annual Events</b> #6 - Senior Citizens 1,000 #7 - Special Events 107,100 #10 - Volunteers 7,600	<b>TOTAL 115,700</b>
4680	<b>Promotional Items</b> #1 - City apparel & giveaways	<b>TOTAL 2,000</b>
4690	<b>Special Program Expense</b> #3 - Teens 10,930 #4 - Playgrounds 22,080 #5 - Classes 1,500 #6 - Senior Citizens 25,950 #8 - Sports 49,720 #9 - Day Camp 3,300	<b>TOTAL 113,480</b>

## PARKS & RECREATION

Program: Public Transportation  
Account: 15-940-58

### STATEMENT OF PURPOSE

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

<b>STAFFING SUMMARY (FTEs)</b>	<b>ACTUAL 2011-12</b>	<b>ADOPTED 2012-13</b>		<b>ADOPTED 2013-14</b>	<b>PROPOSED 2014-15</b>
Admin Services Director	0.05	0.05		0.05	0.05
Receptionist	0.00	0.10		0.00	0.00
Director of Parks & Recreation	0.20	0.20		0.20	0.00
Deputy Dir of Parks & Recreation	0.00	0.00		0.00	0.40
Administrative Coordinator	0.25	0.35		0.35	0.20
Secretary - Pub Works	0.10	0.10		0.00	0.00
<b>Total:</b>	<b>0.60</b>	<b>0.80</b>		<b>0.60</b>	<b>0.65</b>

<b>BUDGET SUMMARY</b>	<b>ACTUAL 2011-12</b>	<b>ADOPTED 2012-13</b>	<b>ESTIMATED 2012-13</b>	<b>ADOPTED 2013-14</b>	<b>PROPOSED 2014-15</b>
Personnel Costs	62,398	66,770	66,770	59,130	60,190
Operating Expenses	562,915	686,560	603,960	733,745	803,720
<b>Total:</b>	<b>\$ 625,313</b>	<b>\$ 753,330</b>	<b>\$ 670,730</b>	<b>\$ 792,875</b>	<b>\$ 863,910</b>

<b>FUNDING SOURCES</b>	<b>ACTUAL 2011-12</b>	<b>ADOPTED 2012-13</b>	<b>ESTIMATED 2012-13</b>	<b>ADOPTED 2013-14</b>	<b>PROPOSED 2014-15</b>
Proposition A 1/	625,313	753,330	670,730	792,875	863,910
<b>Total:</b>	<b>\$ 625,313</b>	<b>\$ 753,330</b>	<b>\$ 670,730</b>	<b>\$ 792,875</b>	<b>\$ 863,910</b>

### KEY PROGRAM GOALS

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

<b>KEY WORKLOAD MEASURES</b>	<b>ADOPTED 2013-14</b>	<b>PROPOSED 2014-15</b>
Dial-A-Ride applications processed.	50	50
Community inquiries resolved or referred .	150	150
Youth and adult excursions coordinated.	35	35
Bus shelters inspected	15	30

#### FOOTNOTES:

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

**PARKS & RECREATION**

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

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4112 Admin Services Director	2,309	7,425	7,425	7,575	7,725
4116 Receptionist	-	4,110	4,110	-	-
4122 Director of Parks & Recreation	25,780	26,230	26,230	26,755	-
4175 Deputy Dir of Parks & Recreation	-	-	-	-	37,440
4124 Administrative Coordinator	15,747	23,380	23,380	24,800	15,025
4130 Secretary - Public Works 10%	5,220	5,625	5,625	-	-
4190 Allocated Benefits	13,342	-	-	-	-
<b>Total:</b>	<b>\$ 62,398</b>	<b>\$ 66,770</b>	<b>\$ 66,770</b>	<b>\$ 59,130</b>	<b>\$ 60,190</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4233 Audit Services	800	800	800	800	800
4274 Dial-A-Ride	335,640	445,000	355,000	475,000	525,000
4275 Recreation Transit	38,452	40,000	34,000	40,000	40,000
4278 Bus Passes	167,813	152,000	168,000	175,800	186,250
4310 Optional Benefits Program	-	660	660	495	535
4320 Health Insurance	-	7,260	7,260	6,000	6,315
4340 PERS Retirement	-	14,420	14,420	12,375	9,975
4350 Medicare Tax	-	590	590	470	875
4360 Other Insurance	-	2,530	2,530	2,055	2,310
4425 Memberships/Subscriptions	9,421	9,500	9,500	9,500	9,500
4440 Telephone	188	200	200	200	200
4450 Postage	600	600	600	600	600
4465 Special Dept. Supplies	1,229	1,500	1,400	1,500	1,500
4540 Bus Shelter Maintenance	8,772	11,500	9,000	8,950	19,860
<b>Total:</b>	<b>\$ 562,915</b>	<b>\$ 686,560</b>	<b>\$ 603,960</b>	<b>\$ 733,745</b>	<b>\$ 803,720</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

**ACCT.**

- 4278 Adjustment (+) reflects true need based on previous year's sales.
- 4540 Adjustment (-) reflects true need based on previous year.

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014**

ACCT. NO.	DESCRIPTION	PUBLIC TRANSPORTATION
	<b>15-940-58</b>	
	<b>Personnel</b>	
	Salaries	
4112	Administrative Services Director (5%)	7,575
4122	Director of Parks & Recreation (20%)	26,755
4124	Administrative Coordinator (35%)	24,800
	<b>TOTAL</b>	<b>59,130</b>
4233	<b>Audit Service</b>	
	Audit of Prop A Account (Portion of Prop A revenue not to exceed \$800)	
	<b>TOTAL</b>	<b>800</b>
4274	<b>Dial-A-Ride</b>	
	Contract to operate City's Dial-A-Ride Service	375,000
	Contract to operate a fixed route shuttle/trolley	100,000
	<b>TOTAL</b>	<b>475,000</b>
4275	<b>Recreation Transit</b>	
	Youth & Family Excursions	15,000
	Adult Excursions	25,000
	<b>TOTAL</b>	<b>40,000</b>
4278	<b>Bus Passes</b>	
	MTA Bus passes & tokens sold to residents at a reduced rate	
	<b>TOTAL</b>	<b>175,800</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>495</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>6,000</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>12,375</b>
4350	<b>Medicare</b>	
	<b>TOTAL</b>	<b>470</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>2,055</b>
4425	<b>Memberships/Subscriptions</b>	
	San Gabriel Valley COG (60% of membership cost)	
	<b>TOTAL</b>	<b>9,500</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	PUBLIC TRANSPORTATION	
	<b>15-940-58</b>		
4440	<b>Telephone</b> Phone line for bus pass TAP cards	<b>TOTAL</b>	<b>200</b>
4450	<b>Postage</b> Includes cost of postage for transportation survey and correspondence to Dial-A-Ride customers	<b>TOTAL</b>	<b>600</b>
4465	<b>Special Department Supplies</b> Includes receipts, laminating supplies and other miscellaneous supplies	<b>TOTAL</b>	<b>1,500</b>
4540	<b>Bus Shelter Maintenance</b> Clean & repair shelters on a scheduled basis (\$20.00 x 31 x 12 months) Structure repairs, painting, etc.	7,450 1,500	<b>TOTAL</b> <b>8,950</b>

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

ACCT. NO.	DESCRIPTION	PUBLIC TRANSPORTATION
	<b>15-940-58</b>	
	<b>Personnel</b>	
	Salaries	
4112	Administrative Services Director (5%)	7,725
4122	Director of Parks & Recreation (0)	-
4175	Deputy Director of Parks & Rec (40%)	37,440
4124	Administrative Coordinator (20%)	15,025
	<b>TOTAL</b>	<b>60,190</b>
4233	<b>Audit Service</b>	
	Audit of Prop A Account (Portion of Prop A revenue not to exceed \$800)	
	<b>TOTAL</b>	<b>800</b>
4274	<b>Dial-A-Ride</b>	
	Contract to operate City's Dial-A-Ride Service	425,000
	Contract to operate a fixed route shuttle/trolley	100,000
	<b>TOTAL</b>	<b>525,000</b>
4275	<b>Recreation Transit</b>	
	Youth & Family Excursions	15,000
	Adult Excursions	25,000
	<b>TOTAL</b>	<b>40,000</b>
4278	<b>Bus Passes</b>	
	MTA Bus passes & tokens sold to residents at a reduced rate	
	<b>TOTAL</b>	<b>186,520</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>535</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>6,315</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>9,975</b>
4350	<b>Medicare</b>	
	<b>TOTAL</b>	<b>875</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>2,310</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-15

ACCT. NO.	DESCRIPTION	PUBLIC TRANSPORTATION	
	<b>15-940-58</b>		
4425	<b>Memberships/Subscriptions</b> San Gabriel Valley COG (60% of membership cost)	TOTAL	9,500
4440	<b>Telephone</b> Phone line for bus pass TAP cards	TOTAL	200
4450	<b>Postage</b> Includes cost of postage for transportation survey and correspondence	TOTAL	600
4465	<b>Special Department Supplies</b> Includes receipts, laminating supplies and other miscellaneous supplies	TOTAL	1,500
4540	<b>Bus Shelter Maintenance</b> Clean & repair shelters on a scheduled basis (\$30 x 51 x 12 months)	18,360	
	Structure repairs, painting, etc.	1,500	
		TOTAL	19,860

# PARKS & RECREATION

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

## STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2011-12	2012-13		2013-14	2014-15
Director of Parks & Recreation	0.25	0.25		0.25	0.30
Deputy Director of Parks & Recreation	0.00	0.00		0.00	0.20
Administrative Coordinator	0.25	0.25		0.25	0.25
Parks & Recreation Supervisor	0.00	0.00		0.40	0.40
Community Services Specialist	0.20	0.20		0.00	0.00
P & R Coordinator	0.50	0.50		0.00	0.00
Park Maintenance Worker	3.00	3.00		3.00	3.00
Park Maintenance Lead Worker	1.00	1.00		1.00	1.00
Part Time Positions	5.73	5.73		6.17	7.13
<b>Total:</b>	<b>10.93</b>	<b>10.93</b>		<b>11.07</b>	<b>12.28</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Personnel Costs	488,049	454,515	449,765	447,970	492,125
Operating Expenses	269,851	384,470	376,145	401,055	421,160
<b>Total:</b>	<b>\$ 757,900</b>	<b>\$ 838,985</b>	<b>\$ 825,910</b>	<b>\$ 849,025</b>	<b>\$ 913,285</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
General Fund 1/	697,900	798,985	785,910	809,025	873,285
1992/1996 Park Bond 2/	60,000	40,000	40,000	40,000	40,000
<b>Total:</b>	<b>\$ 757,900</b>	<b>\$ 838,985</b>	<b>\$ 825,910</b>	<b>\$ 849,025</b>	<b>\$ 913,285</b>

## KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2013-14	2014-15
Park inspections performed. 3/	750	750
Reservations processed. 4/	1,400	1,400
Special projects (CIP) managed or supported.	2	2

### FOOTNOTES:

- 1/ Rental fees funds a portion (\$63,300 in FY 2013-14 and \$65,300 in FY 2014-15).
- 2/ Partially funds personnel and benefit costs for Parks & Recreation Supervisor.
- 3/ Includes formal facility and playground inspections as well as routine park inspections.
- 4/ Includes community center, picnic shelter, and Performing Arts Pavilion reservations.

**PARKS & RECREATION**

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

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4122 Director of Parks & Recreation	32,226	32,790	32,790	33,440	40,915
4175 Deputy Director of Parks & Recreation	-	-	-	-	18,720
4123 Parks & Recreation Supervisor	-	-	-	30,005	30,590
4124 Administrative Coordinator	15,747	16,700	16,700	17,370	18,780
4125 Community Srvc. Specialist	9,190	9,730	9,730	-	-
4127 Parks & Recreation Coordinator	31,408	33,305	33,305	-	-
4136 Park Maintenance Worker	38,577	40,840	40,840	43,110	45,710
4137 Park Maintenance Worker	30,592	40,240	40,240	43,110	45,710
4138 Park Maintenance Worker	43,004	49,425	49,425	50,415	51,400
4140 Park Maintenance Lead Worker	47,683	54,535	54,535	58,060	61,560
4150 Overtime	5,731	5,500	5,500	7,500	7,500
4161 Part Time Park Maint Worker	6,722	3,500	3,700	18,055	20,625
4162 Part Time - Rec. Leaders	117,371	118,250	117,000	132,450	135,045
4164 Part Time - Rec. Aides	5,395	9,660	7,500	5,440	5,545
4165 Part Time - Senior Leaders	8,843	9,240	8,500	9,015	10,025
4166 Part Time - Park Patrol Officer	-	30,800	30,000	-	-
4190 Allocated Benefits	95,560	-	-	-	-
<b>Total:</b>	<b>\$ 488,049</b>	<b>\$ 454,515</b>	<b>\$ 449,765</b>	<b>\$ 447,970</b>	<b>\$ 492,125</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4252 Janitorial Services	42,885	42,960	42,900	42,960	44,400
4259 Mechanical Maintenance	15,120	15,120	11,600	12,000	12,000
4260 General Maintenance	11,992	10,900	10,500	11,600	11,600
4310 Optional Benefits Program	-	4,275	4,275	4,030	4,235
4320 Health Insurance	-	30,835	30,835	42,215	49,020
4340 PERS Retirement	-	61,030	61,030	60,195	67,080
4350 Medicare Tax	-	6,035	6,035	5,905	6,435
4360 Other Insurance	-	13,975	13,975	19,300	22,890
4415 Vehicle Operation	4,897	5,500	5,000	5,500	5,500
4420 Fares and Subsistence	-	500	495	500	500
4425 Memberships/Subscriptions	-	140	-	150	150
4435 Utilities	111,020	117,000	115,000	115,000	115,000
4440 Telephone	18,840	19,200	14,000	14,000	14,000
4455 Uniforms	4,173	4,000	4,000	4,500	4,500
4460 Office Supplies	-	-	-	1,500	1,500
4465 Special Dept. Supplies	22,128	25,000	24,000	25,000	24,500
4490 Training	100	550	500	1,000	1,000
4510 Maintenance & Repair	31,573	22,000	28,000	32,000	33,000
4530 Special Equipment Maintenance	6,132	4,000	2,000	1,500	1,500
4550 Small Tool Replacement	416	450	800	800	800
4580 Equipment Rental	575	1,000	1,200	1,400	1,550
<b>Total:</b>	<b>\$ 269,851</b>	<b>\$ 384,470</b>	<b>\$ 376,145</b>	<b>\$ 401,055</b>	<b>\$ 421,160</b>

**ACCOUNT MODIFICATIONS**

Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.

**ACCT.**

- |   |  |
|---|--|
| 4123 Addition of Parks & Recreation Supervisor Position                     | 4510 Adjustment (+) reflects true need based on previous year. |
| 4125 Elimination of Community Services Specialist Position                  | 4530 Previous year included funds to repair decks to mowers.   |
| 4127 Adjustment (+) reflects staff reallocation                             | 4550 Adjustment (+) reflects true need.                        |
| 4150 Adjustment (+) due to policy changes regarding comp time               | 4580 Adjustment (+) reflects true need.                        |
| 4161 Adjustment (+) reflects cost for additional hours for part time staff. |  |
| 4164 Adjustment (-) reflects true need.                                     |  |
| 4166 Park Patrol Officers budgeted 100% in CDD                              |  |
| 4259 Adjustment (-) reflects true need.                                     |  |
| 4440 Adjustment (-) due to completion of service agreement for router.      |  |
| 4455 Adjustment (+) reflects true need.                                     |  |
| 4490 Additional funds for training of staff consistent with strategic plan  |  |

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	PARKS - MAINT/FACILITIES
	<b>01-940-59</b>	
	<b>Personnel</b>	
	Salaries	
4122	Director of Parks & Recreation (25%)	33,440
4123	Parks & Recreation Supervisor (40%)	30,005
4124	Administrative Coordinator (25%)	17,370
4136	Park Maintenance Worker (1)	43,110
4137	Park Maintenance Worker (2)	43,110
4138	Park Maintenance Worker (3)	50,415
4140	Park Maintenance Lead Worker	58,060
	<b>TOTAL</b>	<b>275,510</b>
4150	<b>Overtime</b>	
	<b>TOTAL</b>	<b>7,500</b>
4161	<b>Part-Time Park Maintenance Worker</b>	
	<b>TOTAL</b>	<b>18,055</b>
4162	<b>Part Time - Leadership</b>	
	<b>TOTAL</b>	<b>132,450</b>
4164	<b>Part Time - Rec Aides</b>	
	<b>TOTAL</b>	<b>5,440</b>
4165	<b>Part Time - Senior Leader</b>	
	<b>TOTAL</b>	<b>9,015</b>
4252	<b>Janitorial Services</b>	
	Monthly maintenance - Comm. Cntr. & Restrooms	28,920
	Wax & polish floors - Comm. Cntr.	6,240
	Monthly maintenance - Annex	7,800
	<b>TOTAL</b>	<b>42,960</b>
4259	<b>Mechanical Maintenance</b>	
	<b>TOTAL</b>	<b>12,000</b>
4260	<b>General Maintenance</b>	
	Weed Abatement Services	3,500
	Pest Control	800
	Alarm, Fire, CCTV System Monitoring	4,000
	Fire Supression System Inspection & Monitoring	1,400
	Charbroiler Fee - SCAQMD	220
	Health Permit Fee - Concession Stand	280
	Control Link Fee - Musco	400
	Industrial Waste Pumping Service & Fees	1,000
	<b>TOTAL</b>	<b>11,600</b>

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014**

ACCT. NO.	DESCRIPTION		
	<b>01-940-59</b>	<b>PARKS - MAINT/FACILITIES</b>	
4310	<b>Optional Benefits Program</b>		
		<b>TOTAL</b>	<b>4,030</b>
4320	<b>Health Insurance</b> Medical, dental and vision		
		<b>TOTAL</b>	<b>42,215</b>
4340	<b>PERS Retirement</b>		
		<b>TOTAL</b>	<b>60,195</b>
4350	<b>Medicare</b>		
		<b>TOTAL</b>	<b>5,905</b>
4360	<b>Other Insurance</b>		
		<b>TOTAL</b>	<b>19,300</b>
4415	<b>Vehicle Operation</b> Cans (Gasoline for hand powered equipment) Chevrolet Silverado (New) Unit 119 (2002 Ford F-150 CNG Truck) - Natural Gas Scheduled preventive maintenance/mechanical repairs (estimated)	1,500 1,500 1,000 1,500	
		<b>TOTAL</b>	<b>5,500</b>
4420	<b>Fares &amp; Subsistence</b> CPRS Conference - Ontario		
		<b>TOTAL</b>	<b>500</b>
4425	<b>Memberships/Subscription</b> Park Maintenance Lead Worker - CPRS (Park Operations)		
		<b>TOTAL</b>	<b>150</b>
4435	<b>Utilities</b> Edison International (estimated) Southern California Gas (estimated) Cal-American Water/Sunnyslope Water (estimated)	75,000 5,000 35,000	
		<b>TOTAL</b>	<b>115,000</b>
4440	<b>Telephone</b> Local & long distance service (estimated) Cellular phones \$250/mo x 12 mo	11,000 3,000	
		<b>TOTAL</b>	<b>14,000</b>
4455	<b>Uniforms</b> Maintenance personnel uniforms Purchase of Park & Recreation personnel staff shirts	2,500 2,000	
		<b>TOTAL</b>	<b>4,500</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	PARKS - MAINT/FACILITIES
	<b>01-940-59</b>	
4460	<b>Office Supplies</b> Miscellaneous office supplies	<b>TOTAL 1,500</b>
4465	<b>Special Department Supplies</b> Miscellaneous supplies 23,000 Replace faded and missing aluminum signs throughout the parks 2,000	<b>TOTAL 25,000</b>
4490	<b>Training</b>	<b>TOTAL 1,000</b>
4510	<b>Maintenance &amp; Repair</b> Water irrigation system maintenance & repair 3,000 Vandalism repairs 4,000 General plumbing & electrical repairs 3,500 Landscape materials - plants & trees 8,000 General repairs 8,500 Power wash 5,000	<b>TOTAL 32,000</b>
4530	<b>Special Equipment Maintenance</b> Maintenance & repairs to lawnmowers, edgers, & other power equipment 1,500	<b>TOTAL 1,500</b>
4550	<b>Small Tools</b> Shovels, rakes, brooms and general tool replacement	<b>TOTAL 800</b>
4580	<b>Equipment Rental</b>	<b>TOTAL 1,400</b>

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

ACCT. NO.	DESCRIPTION	PARKS - MAINT/FACILITIES
	<b>01-940-59</b>	
	<b>Personnel</b>	
	Salaries	
4122	Director of Parks & Recreation (30%)	40,915
4175	Deputy Director of Parks & Rec (20%)	18,720
4123	Parks & Recreation Supervisor (40%)	30,590
4124	Administrative Coordinator (25%)	18,780
4136	Park Maintenance Worker (1)	45,710
4137	Park Maintenance Worker (2)	45,710
4138	Park Maintenance Worker (3)	51,400
4140	Park Maintenance Lead Worker	61,560
	<b>TOTAL</b>	<b>313,385</b>
4150	<b>Overtime</b>	
	<b>TOTAL</b>	<b>7,500</b>
4161	<b>Part-Time Park Maintenance Worker</b>	
	<b>TOTAL</b>	<b>20,625</b>
4162	<b>Part Time - Leadership</b>	
	<b>TOTAL</b>	<b>135,045</b>
4164	<b>Part Time - Rec Aides</b>	
	<b>TOTAL</b>	<b>5,545</b>
4165	<b>Part Time - Senior Leader</b>	
	<b>TOTAL</b>	<b>10,025</b>
4252	<b>Janitorial Services</b>	
	Monthly maintenance - Comm. Cntr. & Restrooms	29,400
	Wax & polish floors - Comm. Cntr.	7,200
	Monthly maintenance - Annex	7,800
	<b>TOTAL</b>	<b>44,400</b>
4259	<b>Mechanical Maintenance</b>	
	<b>TOTAL</b>	<b>12,000</b>
4260	<b>General Maintenance</b>	
	Weed Abatement Services	3,500
	Pest Control	800
	Alarm, Fire, CCTV System Monitoring	4,000
	Fire Supression System Inspection & Monitoring	1,400
	Charbroiler Fee - SCAQMD	220
	Health Permit Fee - Concession Stand	280
	Control Link Fee - Musco	400
	Industrial Waste Pumping Service & Fees	1,000
	<b>TOTAL</b>	<b>11,600</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-15

ACCT. NO.	DESCRIPTION		
	01-940-59	PARKS - MAINT/FACILITIES	
4310	<b>Optional Benefits Program</b>		
		TOTAL	4,235
4320	<b>Health Insurance</b> Medical, dental and vision		
		TOTAL	49,020
4340	<b>PERS Retirement</b>		
		TOTAL	67,080
4350	<b>Medicare</b>		
		TOTAL	6,435
4360	<b>Other Insurance</b>		
		TOTAL	22,890
4415	<b>Vehicle Operation</b> Cans (Gasoline for hand powered equipment) Chevrolet Silverado (New) Unit 119 (2002 Ford F-150 CNG Truck) - Natural Gas Scheduled preventive maintenance/mechanical repairs (estimated)	1,500 1,500 1,000 1,500	
		TOTAL	5,500
4420	<b>Fares &amp; Subsistence</b> CPRS Conference - Ontario		
		TOTAL	500
4425	<b>Memberships/Subscription</b> Park Maintenance Lead Worker - CPRS (Park Operations)		
		TOTAL	150
4435	<b>Utilities</b> Edison International (estimated) Southern California Gas (estimated) Cal-American Water/Sunnyslope Water (estimated)	70,000 7,500 37,500	
		TOTAL	115,000
4440	<b>Telephone</b> Local & long distance service (estimated) Cellular phones \$250/mo x 12 mo	11,000 3,000	
		TOTAL	14,000
4455	<b>Uniforms</b> Maintenance personnel uniforms Purchase of Park & Recreation personnel staff shirts	2,500 2,000	
		TOTAL	4,500

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-15

ACCT. NO.	DESCRIPTION		
	<b>01-940-59</b>		<b>PARKS - MAINT/FACILITIES</b>
4460	<b>Office Supplies</b> Miscellaneous office supplies		<b>TOTAL 1,500</b>
4465	<b>Special Department Supplies</b> Miscellaneous supplies		<b>TOTAL 24,500</b>
4490	<b>Training</b>		<b>TOTAL 1,000</b>
4510	<b>Maintenance &amp; Repair</b> Water irrigation system maintenance & repair Vandalism repairs General plumbing & electrical repairs Landscape materials - plants & trees General repairs Power wash	3,000 4,000 3,500 9,000 8,500 5,000	<b>TOTAL 33,000</b>
4530	<b>Special Equipment Maintenance</b> Maintenance & repairs to lawnmowers, edgers, & other power equipment	1,500	<b>TOTAL 1,500</b>
4550	<b>Small Tools</b> Shovels, rakes, brooms and general tool replacement		<b>TOTAL 800</b>
4580	<b>Equipment Rental</b>		<b>TOTAL 1,550</b>

## PARKS & RECREATION

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

### STATEMENT OF PURPOSE

To provide the resources necessary to maintain the City's urban forest consisting of approximately 5,500 trees in the ROW.

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2011-12	2012-13		2013-14	2014-15
Director of Parks & Recreation	0.10	0.15		0.15	0.30
Deputy Dir of Parks & Recreation	0.00	0.00		0.00	0.20
Administrative Coordinator	0.10	0.10		0.10	0.25
Tree Trimmer - Leadworker	1.00	1.00		1.00	1.00
Tree Trimmer	2.00	2.00		2.00	2.00
Part-Time Maintenance Helper	0.00	0.10		0.48	0.48
<b>Total:</b>	<b>3.20</b>	<b>3.35</b>		<b>3.73</b>	<b>4.23</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Personnel Costs	228,106	194,800	193,520	213,330	270,155
Operating Expenses	235,716	306,065	303,275	346,065	380,875
<b>Total:</b>	<b>\$ 463,822</b>	<b>\$ 500,865</b>	<b>\$ 496,795</b>	<b>\$ 559,395</b>	<b>\$ 651,030</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Lighting & Landscape District	366,509	382,375	378,305	434,495	520,585
State Recycling Fund	-	-	-	-	-
Gas Tax Fund	97,313	118,490	118,490	124,900	130,445
<b>Total:</b>	<b>\$ 463,822</b>	<b>\$ 500,865</b>	<b>\$ 496,795</b>	<b>\$ 559,395</b>	<b>\$ 651,030</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2013-14	2014-15
Citizen requests received and processed.	500	600
Trees trimmed 1/.	1,000	1,000
Trees planted 2/.	250	100
Meetings with private contractors to insure compliance.	12	12

#### FOOTNOTES:

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

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

**PARKS & RECREATION**

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

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4122 Director of Parks & Recreation	12,889	19,670	19,670	20,065	40,915
4175 Deputy Dir of Parks & Recreation	-	-	-	-	18,720
4124 Administrative Coordinator	6,290	6,680	6,680	7,085	18,785
4141 Tree Trimmer	54,779	55,740	55,740	56,860	57,970
4142 Tree Trimmer	32,287	45,375	45,375	48,600	51,530
4143 Tree Trimmer Lead Worker	57,663	61,555	61,555	62,770	64,000
4150 Overtime	3,381	3,000	2,500	3,500	3,500
4161 Part-Time Mtn. Worker	-	2,780	2,000	14,450	14,735
4190 Allocated Benefits	60,817	-	-	-	-
<b>Total:</b>	<b>\$ 228,106</b>	<b>\$ 194,800</b>	<b>\$ 193,520</b>	<b>\$ 213,330</b>	<b>\$ 270,155</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4254 Tree Trimming	87,320	85,000	70,500	80,000	85,000
4260 General Maintenance	185	800	200	800	800
4261 Tree Removal	39,830	30,000	47,000	60,000	35,000
4264 Median Maintenance	33,306	32,000	29,000	28,500	60,000
4310 Optional Benefits Program	-	2,670	2,670	2,670	3,085
4320 Health Insurance	-	31,300	31,300	35,525	44,735
4340 PERS Retirement	-	42,130	42,130	42,635	53,665
4350 Medicare Tax	-	1,565	1,565	1,840	2,345
4360 Other Insurance	-	6,500	6,500	9,345	12,245
4415 Vehicle Operation	18,577	14,500	14,000	15,000	15,000
4420 Fares & Subsistence	-	875	875	-	-
4425 Memberships/Subscriptions	180	300	185	300	350
4435 Utilities	41,285	40,000	40,050	45,000	45,000
4440 Telephone	1,297	1,500	1,500	1,500	1,500
4455 Uniforms	923	1,200	900	1,500	1,500
4465 Special Dept. Supplies	1,194	2,500	2,000	4,000	2,500
4490 Training	448	625	500	1,000	1,000
4510 Maintenance & Repair	235	2,000	500	2,000	2,000
4530 Special Equipment Maint.	511	1,500	1,200	1,500	2,000
4550 Small Tool Replacement	-	200	200	200	400
4580 Equipment Rental	46	400	-	250	250
4660 Tree Planting	2,733	3,000	3,000	5,000	5,000
4960 Administrative Charges	7,646	5,500	7,500	7,500	7,500
<b>Total:</b>	<b>\$ 235,716</b>	<b>\$ 306,065</b>	<b>\$ 303,275</b>	<b>\$ 346,065</b>	<b>\$ 380,875</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

**ACCT.**

- 4150 Adjustment (+) due to policy changes regarding comp time.
- 4161 Adjustment (+) reflects cost for additional hours for part time staff.
- 4261 Adjustment (+) for additional tree removals due to 2011 windstorm.
- 4264 Adjustment (-) due to reduction in cost for median maintenance due to Rosemead Blvd. construction.
- 4420 Staff not budgeted to attend conference.
- 4435 Adjustment (+) reflects true need based on previous year.
- 4465 Adjustment (+) for required road signs and rigging system.
- 4490 Additional funds for training of staff consistent with strategic plan.
- 4580 Adjustment (-) based on true need.
- 4660 Adjustment (+) for additional tree plantings due to 2011 windstorm.

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014**

ACCT. NO.	DESCRIPTION	TREES & PARKWAYS
	<b>47-970-83</b>	
	<b>Personnel</b>	
	Salaries	
4122	Director of Parks & Recreation (15%)	20,065
4124	Administrative Coordinator (10%)	7,085
4141	Tree Trimmer (1) (\$28,430 Funded w/Gas Tax)	56,860
4142	Tree Trimmer (2) (\$24,300 Funded w/Gas Tax)	48,600
4143	Tree Trimmer Leadworker (\$31,385 Funded w/Gas Tax) (50% of Tree Trimmers salary will be funded with Gas Tax funds)	62,770
	<b>TOTAL</b>	<b>195,380</b>
4150	<b>Overtime</b> After hours service/emergency calls	
	<b>TOTAL</b>	<b>3,500</b>
4161	<b>Part-Time Maintenance Worker</b> 20 hrs/wk x 50 wks x \$14.45	
	<b>TOTAL</b>	<b>14,450</b>
4254	<b>Tree Trimming</b> Scheduled Citywide tree maintenance - 4 year trim cycle - 2 districts per year Trim Ficus Trees once per year (Las Tunas and Temple City Blvd)	
	<b>TOTAL</b>	<b>80,000</b>
4260	<b>General Maintenance</b> Chemical eradication services (estimated)	
	<b>TOTAL</b>	<b>800</b>
4261	<b>Tree Removal</b> Removal of dead, diseased or hazardous trees Debris removal and replace with clean fill dirt 100 trees x \$95 per site	
	<b>TOTAL</b>	<b>60,000</b>
4264	<b>Median Maintenance</b> Baldwin and Santa Anita Avenues, Rosemead Boulevard and Las Tunas Drive - Lower Azusa median maintenance (watering cost included)	
	<b>TOTAL</b>	<b>28,500</b>
4310	<b>Optional Benefits Program</b> (50% of Tree Trimmers benefits = \$1,235 will be funded with Gas Tax funds)	
	<b>TOTAL</b>	<b>2,670</b>
4320	<b>Health Insurance</b> Medical, dental and vision (50% of Tree Trimmers benefits = \$16,540 will be funded with Gas Tax funds)	
	<b>TOTAL</b>	<b>35,525</b>
4340	<b>PERS Retirement</b> (50% of Tree Trimmers benefits = \$18,355 will be funded with Gas Tax funds)	
	<b>TOTAL</b>	<b>42,635</b>

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014**

ACCT. NO.	DESCRIPTION	TREES & PARKWAYS
47-970-83		
4350	<b>Medicare</b> (50% of Tree Trimmers benefits = \$765 will be funded with Gas Tax funds)	<b>TOTAL 1,840</b>
4360	<b>Other Insurance</b> (50% of Tree Trimmers benefits = \$3,890 will be funded with Gas Tax funds)	<b>TOTAL 9,345</b>
4415	<b>Vehicle Operation</b> Estimated fuel consumption (Unit 101, 104, 105, 106, 107, 109) Tire replacement, extraordinary repairs & scheduled preventative maintenance Required annual safety inspection for Unit 105, including dielectric test Tractor servicing	<b>TOTAL 15,000</b>
4425	<b>Memberships/Subscriptions</b> International Society of Arborist (ISA) Society of Municipal Arborist	<b>TOTAL 300</b>
4435	<b>Utilities</b> Edison International (estimated) Southern California Water (estimated) Cal- American Water (estimated) Sunnyslope Water (estimated) Corporation Yard Edison International (estimated) Southern California Gas (estimated) Southern California Water (estimated)	<b>TOTAL 45,000</b>
4440	<b>Telephone</b> AT & T- local and long distance service (estimated) Cell phone usage (Lead Tree Trimmer and two Tree Trimmers) additional cell phone accessories	<b>TOTAL 1,500</b>
4455	<b>Uniforms</b> Tree Maintenance Personnel uniforms	<b>TOTAL 1,500</b>
4465	<b>Special Department Supplies</b> Safety equipment Saws, chain saws, saw chains, bars and oil Rope, gloves, batteries Tree stakes, ties, shovels, rakes, and brooms Various required road signs Rigging system	<b>TOTAL 4,000</b>

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014**

ACCT. NO.	DESCRIPTION	TREES & PARKWAYS
47-970-83		
4490	<b>Training</b> Training workshops, seminars, conferences and related reference materials Training for Class B Driver's License	<b>TOTAL 1,000</b>
4510	<b>Maintenance &amp; Repair</b> Water irrigation system repairs (estimated) Organic landscape material for Las Tunas Drive La Rosa Maintenance Facility (50% of estimated costs) Replace tree well lights on Las Tunas Drive one time per year	<b>TOTAL 2,000</b>
4530	<b>Special Equipment Maintenance</b> Maintenance and repair chain saw, hedge trimmer, motorized equipment brush chipper belt & blade sharpening, hedge trimmer, hydraulic tool, generator Annual AQMD permit fee required for brush chipper operation	<b>TOTAL 1,500</b>
4550	<b>Small Tool Replacement</b>	<b>TOTAL 200</b>
4580	<b>Equipment Rental</b> Safety signal unit	<b>TOTAL 250</b>
4660	<b>Tree Planting</b> Replacement trees for removals resulting from disease, storm damage, natural deterioration, citizen service requests and community development projects	<b>TOTAL 5,000</b>
4960	<b>Administrative Charges</b> Reimbursement for general fund direct and indirect costs associated with managing the program budget	<b>TOTAL 7,500</b>

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

ACCT. NO.	DESCRIPTION	TREES & PARKWAYS
	<b>47-970-83</b>	
	<b>Personnel</b>	
	Salaries	
4122	Director of Parks & Recreation (30%)	40,915
4175	Deputy Dir of Parks & Recreation (20%)	18,720
4124	Administrative Coordinator (25%)	18,785
4141	Tree Trimmer (1) (\$28,985 Funded w/Gas Tax)	57,970
4142	Tree Trimmer (2) (\$25,765 Funded w/Gas Tax)	51,530
4143	Tree Trimmer Leadworker (\$32,000 Funded w/Gas Tax) (50% of Tree Trimmers salary will be funded with Gas Tax funds)	64,000
	<b>TOTAL</b>	<b>251,920</b>
4150	<b>Overtime</b> After hours service/emergency calls	
	<b>TOTAL</b>	<b>3,500</b>
4161	<b>Part-Time Maintenance Worker</b> 20 hrs/wk x 50 wks x \$14.73	
	<b>TOTAL</b>	<b>14,735</b>
4254	<b>Tree Trimming</b> Scheduled Citywide tree maintenance - 4 year trim cycle - 2 districts per year Trim Ficus and Palm trees once per year	
	<b>TOTAL</b>	<b>85,000</b>
4260	<b>General Maintenance</b> Chemical eradication services (estimated)	
	<b>TOTAL</b>	<b>800</b>
4261	<b>Tree Removal</b> Removal of dead, diseased or hazardous trees Debris removal and replace with clean fill dirt 100 trees x \$95 per site	
	<b>TOTAL</b>	<b>35,000</b>
4264	<b>Median Maintenance</b> Baldwin and Santa Anita Avenues, Rosemead Boulevard and Las Tunas Drive - Lower Azusa median maintenance (watering cost included)	
	<b>TOTAL</b>	<b>60,000</b>
4310	<b>Optional Benefits Program</b> (50% of Tree Trimmers benefits = \$1,235 will be funded with Gas Tax funds)	
	<b>TOTAL</b>	<b>3,085</b>
4320	<b>Health Insurance</b> (50% of Tree Trimmers benefits = \$18,425 will be funded with Gas Tax funds) Medical, dental and vision	
	<b>TOTAL</b>	<b>44,735</b>
4340	<b>PERS Retirement</b> (50% of Tree Trimmers benefits = \$18,930 will be funded with Gas Tax funds)	
	<b>TOTAL</b>	<b>53,665</b>

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

ACCT. NO.	DESCRIPTION	TREES & PARKWAYS
	<b>47-970-83</b>	
4350	<b>Medicare</b> (50% of Tree Trimmers benefits = \$795 will be funded with Gas Tax funds)	<b>TOTAL 2,345</b>
4360	<b>Other Insurance</b> (50% of Tree Trimmers benefits = \$4,310 will be funded with Gas Tax funds)	<b>TOTAL 12,245</b>
4415	<b>Vehicle Operation</b> Estimated fuel consumption (Unit 101, 104, 105, 106, 107, 109) Tire replacement, extraordinary repairs & scheduled preventative maintenance Required annual safety inspection for Unit 105, including dielectric test Tractor servicing	<b>TOTAL 15,000</b>
4425	<b>Memberships/Subscriptions</b> International Society of Arborist (ISA) Society of Municipal Arborist	<b>TOTAL 350</b>
4435	<b>Utilities</b> Edison International (estimated) Southern California Water (estimated) Cal- American Water (estimated) Sunnyslope Water (estimated) Corporation Yard Edison International (estimated) Southern California Gas (estimated) Southern California Water (estimated)	<b>TOTAL 45,000</b>
4440	<b>Telephone</b> AT & T- local and long distance service (estimated) Cell phone usage (Lead Tree Trimmer and two Tree Trimmers) additional cell phone accessories	<b>TOTAL 1,500</b>
4455	<b>Uniforms</b> Tree Maintenance Personnel uniforms	<b>TOTAL 1,500</b>
4465	<b>Special Department Supplies</b> Safety equipment Saws, chain saws, saw chains, bars and oil Rope, gloves, batteries Tree stakes, ties, shovels, rakes, and brooms Road cones	<b>TOTAL 2,500</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-15

ACCT. NO.	DESCRIPTION	TREES & PARKWAYS
47-970-83		
4490	<b>Training</b> Training workshops, seminars, conferences and related reference materials Training for Class B Driver's License	<b>TOTAL</b> <b>1,000</b>
4510	<b>Maintenance &amp; Repair</b> Water irrigation system repairs (estimated) Organic landscape material for Las Tunas Drive La Rosa Maintenance Facility (50% of estimated costs) Replace tree well lights on Las Tunas Drive one time per year	<b>TOTAL</b> <b>2,000</b>
4530	<b>Special Equipment Maintenance</b> Maintenance and repair chain saw, hedge trimmer, motorized equipment brush chipper belt & blade sharpening, hedge trimmer, hydraulic tool, generator Annual AQMD permit fee required for brush chipper operation	<b>TOTAL</b> <b>2,000</b>
4550	<b>Small Tool Replacement</b>	<b>TOTAL</b> <b>400</b>
4580	<b>Equipment Rental</b> Safety signal unit	<b>TOTAL</b> <b>250</b>
4660	<b>Tree Planting</b> Replacement trees for removals resulting from disease, storm damage, natural deterioration, citizen service requests and community development projects	<b>TOTAL</b> <b>5,000</b>
4960	<b>Administrative Charges</b> Reimbursement for general fund direct and indirect costs associated with managing the program budget	<b>TOTAL</b> <b>7,500</b>

# PARKS & RECREATION

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

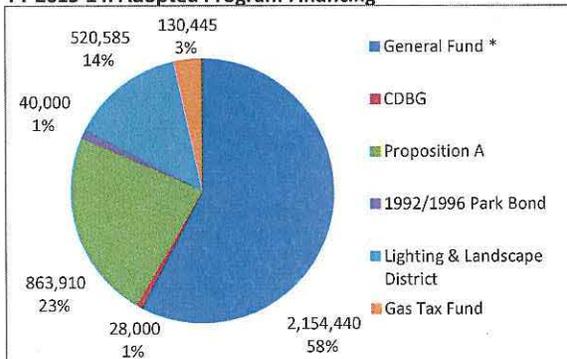
**Program 58: Public Trans.**  
Coordinates public transit program

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

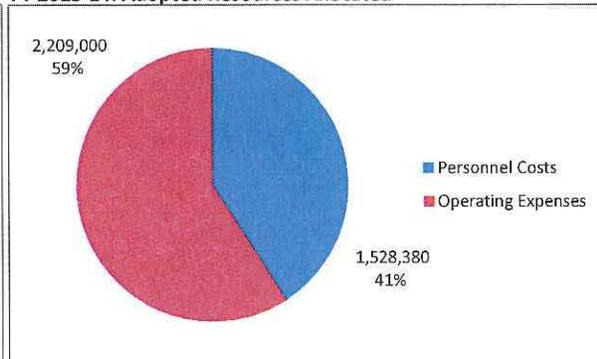
**Program 83: Trees & Parkways**  
Maintains City's urban forest.

## DEPARTMENT SUMMARY

**FY 2013-14: Adopted Program Financing**



**FY 2013-14: Adopted Resources Allocated**



\* Fees & Charges funds approximately \$605,350

	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15
<b>RESOURCES ALLOCATED</b>					
Personnel Costs	1,378,159	1,294,910	1,272,310	1,382,440	1,528,380
Operating Expenses	1,429,652	1,855,550	1,745,195	2,046,340	2,209,000
<b>Total:</b>	<b>\$ 2,807,811</b>	<b>\$ 3,150,460</b>	<b>\$ 3,017,505</b>	<b>\$ 3,428,780</b>	<b>\$ 3,737,380</b>
<b>PROGRAM FINANCING</b>					
General Fund	1,620,222	1,825,180	1,778,895	2,009,650	2,154,440
CDBG	38,454	31,085	31,085	26,860	28,000
Proposition A	625,313	753,330	670,730	792,875	863,910
1992/1996 Park Bond	60,000	40,000	40,000	40,000	40,000
Lighting & Landscape Dist.	366,509	382,375	378,305	434,495	520,585
Gas Tax	97,313	118,490	118,490	124,900	130,445
State Recycling Fund	-	-	-	-	-
<b>Total:</b>	<b>\$ 2,807,811</b>	<b>\$ 3,150,460</b>	<b>\$ 3,017,505</b>	<b>\$ 3,428,780</b>	<b>\$ 3,737,380</b>
<b>PERSONNEL (FTE)</b>					
	32.77	33.58		35.25	37.28
<b>Total:</b>	<b>32.77</b>	<b>33.58</b>		<b>35.25</b>	<b>37.28</b>

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## PARKS & RECREATION

Program: Recreation/Human Services  
 Account: 01-940-57

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2011-12	2012-13		2013-14	2014-15
Director of Parks & Recreation	0.40	0.40		0.40	0.40
Deputy Dir of Parks & Recreation	0.00	0.00		0.00	0.20
P & R Supervisor	0.00	0.00		0.60	0.60
Administrative Coordinator	0.30	0.30		0.30	0.30
Community Services Specialist	0.80	0.80		0.00	0.00
P & R Coordinator	1.50	1.50		2.00	2.00
Part Time Positions	15.04	15.50		16.55	16.62
<b>Total:</b>	<b>18.04</b>	<b>18.50</b>		<b>19.85</b>	<b>20.12</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Personnel Costs	599,606	578,825	562,255	662,010	705,910
Operating Expenses	361,170	478,455	461,815	565,475	603,245
<b>Total:</b>	<b>\$ 960,776</b>	<b>\$ 1,057,280</b>	<b>\$ 1,024,070</b>	<b>\$ 1,227,485</b>	<b>\$ 1,309,155</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
General Fund 1/	922,322	1,026,195	992,985	1,200,625	1,281,155
CDBG	38,454	31,085	31,085	26,860	28,000
<b>Total:</b>	<b>\$ 960,776</b>	<b>\$ 1,057,280</b>	<b>\$ 1,024,070</b>	<b>\$ 1,227,485</b>	<b>\$ 1,309,155</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2013-14	2014-15
New recreation programs planned/offered.	5	10
Agendas, minutes, staff reports written, reviewed, and approved. 2/	120	120
Community special events planned and conducted.	15	16
Youth Scholarship applications reviewed and processed.	125	125
Volunteer service hours coordinated.	10,000	10,000

#### FOOTNOTES:

- 1/ Fees & Charges funds a portion (approximately \$590,000) in FY 2013-14; \$615,00 in FY 2014-15  
 2/ Includes City Council, Parks & Recreation Commission and Youth Committee.

**PARKS & RECREATION**

Program: Recreation  
Account: 01-940-57

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4122 Director of Parks & Recreation	51,561	52,460	52,460	53,505	54,555
4175 Deputy Director of Parks & Recreation	-	-	-	-	18,720
4123 Parks & Recreation Supervisor	-	-	-	45,005	45,890
4124 Administrative Coordinator	18,893	20,040	20,040	21,255	22,540
4125 Community Srvc. Specialist	36,761	38,910	38,910	-	-
4127 P & R Coordinator	31,432	33,305	33,305	68,315	69,655
4147 P & R Coordinator	60,472	64,040	64,040	65,670	69,635
4150 Overtime	10,466	13,050	13,000	19,150	20,250
4161 Part Time	26	5,000	5,000	14,605	17,900
4162 Part Time - Rec. Leaders	219,152	233,380	220,000	241,690	248,995
4164 Part Time - Rec. Aides	67,751	73,410	71,000	80,285	83,045
4165 Part Time - Senior Leaders	44,700	45,230	44,500	52,530	54,725
4190 Allocated Benefits	58,392	-	-	-	-
<b>Total:</b>	<b>\$ 599,606</b>	<b>\$ 578,825</b>	<b>\$ 562,255</b>	<b>\$ 662,010</b>	<b>\$ 705,910</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4216 Contract Srvc - Public	6,000	6,000	6,000	6,000	6,000
4272 Recreation Specialists	136,180	120,850	121,200	121,170	120,850
4310 Optional Benefits Program	-	2,465	2,465	2,715	2,875
4320 Health Insurance	-	24,985	24,985	29,890	34,925
4340 PERS Retirement	-	46,290	46,290	55,375	60,010
4350 Medicare Tax	-	7,440	7,440	8,545	9,160
4360 Other Insurance	-	11,115	11,115	36,170	42,755
4405 Mileage Reimbursement	1,851	1,800	1,850	1,900	1,910
4410 Meeting Expense	69	250	250	300	300
4415 Vehicle Operation	5,490	4,500	5,000	6,000	6,000
4420 Fares and Subsistence	5,652	13,500	7,200	9,100	9,000
4425 Memberships/Subscriptions	1,045	2,325	2,120	3,180	3,180
4430 Publications	-	-	-	5,000	5,000
4440 Telephone	2,403	2,520	2,300	2,520	2,520
4445 Printing	7,775	3,100	4,500	19,000	19,000
4455 Uniforms	863	2,000	2,000	3,000	3,000
4460 Office Supplies	-	-	-	2,000	2,000
4465 Special Dept. Supplies	6,557	6,250	6,000	8,500	8,750
4490 Training	584	750	750	1,000	2,000
4530 Special Equipment Maintenance	2,187	4,500	3,300	3,500	-
4580 Equipment Rental	2,300	3,100	2,300	4,500	5,500
4617 TC Unified School District	-	25,750	25,750	26,530	27,330
4630 Annual Events	71,696	81,700	82,000	99,200	115,700
4680 Promotional Items	-	2,000	2,000	2,000	2,000
4690 Special Program Expense	110,518	105,265	95,000	108,380	113,480
<b>Total:</b>	<b>\$ 361,170</b>	<b>\$ 478,455</b>	<b>\$ 461,815</b>	<b>\$ 565,475</b>	<b>\$ 603,245</b>

**ACCOUNT MODIFICATIONS**

Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.

**ACCT.**

- 4123 Addition of Parks & Recreation Supervisor Position
- 4125 Elimination of Community Services Specialist Position
- 4127 Adjustment (+) reflects staff reallocation
- 4150 Adjustment (+) due to policy changes regarding comp time
- 4161 Adjustment (+) reflects cost for additional hours for Intern to complete special projects.
- 4415 Adjustment (+) reflects additional funds for vehicle repairs.
- 4420 Adjustment (-) due to location of upcoming conferences.
- 4425 Adjustment (+) due to additional music license required.
- 4430 Funds included for Community Calendar.
- 4445 Adjustment (+) for printing costs previously budgeted in Admin Svcs.
- 4455 Adjustment (+) reflects true need.
- 4460 Funds included for office supplies previously budgeted in Admin Svcs.
- 4465 Adjustment (+) to reflect true need.
- 4530 Adjustment (+) due to anticipated transfer to hosted software.
- 4580 Adjustment (+) to reflect true need.
- 4630 Adjustment (+) due to increased costs for events and for additional events.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	RECREATION/HUMAN SERVICES
	<b>01-940-57</b>	
	<b>Personnel</b>	
	Salaries	
4122	Director of P & R (40%) #1	53,505
4123	Parks & Recreation Supervisor (60%) #1	45,005
4124	Administrative Coordinator (30%)	21,255
	#1 - Administration (20%)	
	#10 - Volunteers (10%)	
4127	Parks & Recreation Coordinator	68,315
	#5 - Classes (30%)	
	#6 - Seniors (40%)	
	#8 - Sports (30%)	
4147	Parks & Recreation Coordinator	65,670
	#3 - Teens (25%)	
	#4 - Playgrounds (35%)	
	#7 - Special Events (20%)	
	#9 - Day Camp (20%)	
	<b>TOTAL</b>	<b>253,750</b>
4150	<b>Overtime</b>	
	#1 - Administration	2,000
	#7 - Special Events	17,150
	<b>TOTAL</b>	<b>19,150</b>
4161	<b>Part Time - Parks &amp; Recreation Intern</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>14,605</b>
4162	<b>Part Time - Leadership</b>	
	#2 - Aquatics (Not budget)	-
	#3 - Teens	39,730
	#4 - Playgrounds	138,270
	#5 - Classes	4,865
	#7 - Special Events	16,025
	#8 - Sports	38,535
	#9 - Day Camp	4,265
	<b>TOTAL</b>	<b>241,690</b>
4164	<b>Part Time - Aides</b>	
	#4 - Playgrounds	37,800
	#5 - Classes	-
	#7 - Special Events	6,050
	#8 - Sports	34,760
	#9 - Day Camp	1,675
	<b>TOTAL</b>	<b>80,285</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	RECREATION/HUMAN SERVICES
	<b>01-940-57</b>	
4165	<b>Part Time - Senior Leader</b>	
	#3 - Teens	11,800
	#4 - Playgrounds	15,700
	#7 - Special Events	2,450
	#8 - Sports	21,100
	#9 - Day Camp	1,480
	<b>TOTAL</b>	<b>52,530</b>
4216	<b>Contract Svs Public - Senior Lunch Manager</b>	
	#6 - Seniors	
	<b>TOTAL</b>	<b>6,000</b>
4272	<b>Contract Service - Recreation Specialists</b>	
	#5 - Classes	
	<b>TOTAL</b>	<b>121,170</b>
4310	<b>Optional Benefits Program</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>2,715</b>
4320	<b>Health Insurance</b>	
	#1 - Administration	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>29,890</b>
4340	<b>PERS Retirement</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>55,375</b>
4350	<b>Medicare</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>8,545</b>
4360	<b>Other Insurance</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>36,170</b>
4405	<b>Mileage Reimbursement</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>1,900</b>
4410	<b>Meeting Expense</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>300</b>
4415	<b>Vehicle Operation</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>6,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	RECREATION/HUMAN SERVICES
	<b>01-940-57</b>	
4420	<b>Fares &amp; Subsistence</b> <i>Commissioners (3) and Staff (4) will be allotted \$1,300 per year for conferences. They can choose a conference from below, or any other conference available to them.</i> #1 - Administration A. California Parks & Recreation Society Conference Ontario, Spring 2014 - \$700 B. California Joint Powers Insurance Authority Conference Indian Wells, Fall 2013 \$1,150	<b>TOTAL 9,100</b>
4425	<b>Memberships/Subscriptions</b> #1 - Administration	<b>TOTAL 3,180</b>
4430	<b>Publications</b> #1 - Administration (Comm Rec Calendar)	<b>TOTAL 5,000</b>
4440	<b>Telephone</b> #4 - Playgrounds	<b>TOTAL 2,520</b>
4445	<b>Printing</b> #1 - Administration 14,500 #3 - Teens 500 #4 - Playgrounds 600 #6 - Senior Citizens 600 #7 - Special Events 2,000 #8 - Sports 600 #9 - Day Camp 200	<b>TOTAL 19,000</b>
4455	<b>Uniforms</b> #1 - Administration	<b>TOTAL 3,000</b>
4460	<b>Office Supplies</b> #1 - Administration	<b>TOTAL 2,000</b>
4465	<b>Special Department Supplies</b> #1 - Administration 1,500 #6 - Senior Citizens 1,500 #7 - Special Events 1,000 #10 - Volunteers 4,500	<b>TOTAL 8,500</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	RECREATION/HUMAN SERVICES
	<b>01-940-57</b>	
4490	<b>Training</b> #1 - Administration	<b>TOTAL 1,000</b>
4530	<b>Special Equipment Maintenance</b> #1 - Administration (CLASS Software)	<b>TOTAL 3,500</b>
4580	<b>Equipment Rental</b> #7 - Special Events 3,000 #8 - Sports 1,500	<b>TOTAL 4,500</b>
4617	<b>Temple City Unified School District</b> #1 Annual Facilities Use Agreement	<b>TOTAL 26,530</b>
4630	<b>Annual Events</b> #6 - Senior Citizens 1,000 #7 - Special Events 90,700 #10 - Volunteers 7,500	<b>TOTAL 99,200</b>
4680	<b>Promotional Items</b> #1 - City apparel & giveaways	<b>TOTAL 2,000</b>
4690	<b>Special Program Expense</b> #3 - Teens 10,930 #4 - Playgrounds 22,080 #5 - Classes 1,500 #6 - Senior Citizens 23,450 #8 - Sports 46,920 #9 - Day Camp 3,500	<b>TOTAL 108,380</b>

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

ACCT. NO.	DESCRIPTION	RECREATION/HUMAN SERVICES
	<b>01-940-57</b>	
	<b>Personnel</b>	
	Salaries	
4122	Director of P & R (40%) #1	54,555
4175	Deputy Director of Parks & Rec (20%) #1	18,720
4123	Parks & Recreation Supervisor (60%) #1	45,890
4124	Administrative Coordinator (30%)	22,540
	#1 - Administration (20%)	
	#10 - Volunteers (10%)	
4127	Parks & Recreation Coordinator	69,655
	#5 - Classes (30%)	
	#6 - Seniors (40%)	
	#8 - Sports (30%)	
4147	Parks & Recreation Coordinator	69,635
	#3 - Teens (25%)	
	#4 - Playgrounds (35%)	
	#7 - Special Events (20%)	
	#9 - Day Camp (20%)	
	<b>TOTAL</b>	<b>280,995</b>
4150	<b>Overtime</b>	
	#1 - Administration	2,000
	#7 - Special Events	18,250
	<b>TOTAL</b>	<b>20,250</b>
4161	<b>Part Time - Parks &amp; Recreation Intern</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>17,900</b>
4162	<b>Part Time - Leadership</b>	
	#2 - Aquatics (Not budget)	-
	#3 - Teens	41,330
	#4 - Playgrounds	141,220
	#5 - Classes	4,960
	#7 - Special Events	17,555
	#8 - Sports	39,290
	#9 - Day Camp	4,640
	<b>TOTAL</b>	<b>248,995</b>
4164	<b>Part Time - Aides</b>	
	#4 - Playgrounds	39,260
	#7 - Special Events	6,635
	#8 - Sports	35,440
	#9 - Day Camp	1,710
	<b>TOTAL</b>	<b>83,045</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-15

ACCT. NO.	DESCRIPTION	RECREATION/HUMAN SERVICES
	<b>01-940-57</b>	
4165	<b>Part Time - Senior Leader</b>	
	#3 - Teens	12,530
	#4 - Playgrounds	16,670
	#7 - Special Events	2,495
	#8 - Sports	21,520
	#9 - Day Camp	1,510
	<b>TOTAL</b>	<b>54,725</b>
4216	<b>Contract Svs Public - Senior Lunch Manager</b>	
	#6 - Seniors	
	<b>TOTAL</b>	<b>6,000</b>
4272	<b>Contract Service - Recreation Specialists</b>	
	#5 - Classes	
	<b>TOTAL</b>	<b>120,850</b>
4310	<b>Optional Benefits Program</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>2,875</b>
4320	<b>Health Insurance</b>	
	#1 - Administration	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>34,925</b>
4340	<b>PERS Retirement</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>60,010</b>
4350	<b>Medicare</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>9,160</b>
4360	<b>Other Insurance</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>42,755</b>
4405	<b>Mileage Reimbursement</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>1,910</b>
4410	<b>Meeting Expense</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>300</b>
4415	<b>Vehicle Operation</b>	
	#1 - Administration	
	<b>TOTAL</b>	<b>6,000</b>

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

ACCT. NO.	DESCRIPTION		
	<b>01-940-57</b>		<b>RECREATION/HUMAN SERVICES</b>
4420	<b>Fares &amp; Subsistence</b> <i>Each Commissioner (2) /Staff (3) will be allotted \$1,500 per year for conferences. They can choose a conference from below, or any other conference available to them.</i> #1 - Administration A. California Parks & Recreation Society Conference Sacramento, Spring 2015 - \$1,580 B. California Joint Powers Insurance Authority Conference Santa Barbara, Fall 2015 \$1,150		<b>TOTAL 9,000</b>
4425	<b>Memberships/Subscriptions</b> #1 - Administration		<b>TOTAL 3,180</b>
4430	<b>Publications</b> #1 - Administration (Comm Rec Calendar)		<b>TOTAL 5,000</b>
4440	<b>Telephone</b> #4 - Playgrounds		<b>TOTAL 2,520</b>
4445	<b>Printing</b> #1 - Administration #3 - Teens #4 - Playgrounds #6 - Senior Citizens #7 - Special Events #8 - Sports #9 - Day Camp	14,500 500 600 600 2,000 600 200	<b>TOTAL 19,000</b>
4455	<b>Uniforms</b> #1 - Administration		<b>TOTAL 3,000</b>
4460	<b>Office Supplies</b> #1 - Administration		<b>TOTAL 2,000</b>
4465	<b>Special Department Supplies</b> #1 - Administration #6 - Senior Citizens #7 - Special Events #10 - Volunteers	1,500 1,500 1,000 4,750	<b>TOTAL 8,750</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-15

ACCT. NO.	DESCRIPTION	RECREATION/HUMAN SERVICES
	<b>01-940-57</b>	
4490	<b>Training</b> #1 - Administration	<b>TOTAL 2,000</b>
4530	<b>Special Equipment Maintenance</b> #1 - Administration (CLASS Software)	<b>TOTAL -</b>
4580	<b>Equipment Rental</b> #7 - Special Events 4,000 #8 - Sports 1,500	<b>TOTAL 5,500</b>
4617	<b>Temple City Unified School District</b> #1 Annual Facilities Use Agreement	<b>TOTAL 27,330</b>
4630	<b>Annual Events</b> #6 - Senior Citizens 1,000 #7 - Special Events 107,100 #10 - Volunteers 7,600	<b>TOTAL 115,700</b>
4680	<b>Promotional Items</b> #1 - City apparel & giveaways	<b>TOTAL 2,000</b>
4690	<b>Special Program Expense</b> #3 - Teens 10,930 #4 - Playgrounds 22,080 #5 - Classes 1,500 #6 - Senior Citizens 25,950 #8 - Sports 49,720 #9 - Day Camp 3,300	<b>TOTAL 113,480</b>

## PARKS & RECREATION

Program: Public Transportation  
Account: 15-940-58

### STATEMENT OF PURPOSE

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

<b>STAFFING SUMMARY (FTEs)</b>	<b>ACTUAL 2011-12</b>	<b>ADOPTED 2012-13</b>		<b>ADOPTED 2013-14</b>	<b>PROPOSED 2014-15</b>
Admin Services Director	0.05	0.05		0.05	0.05
Receptionist	0.00	0.10		0.00	0.00
Director of Parks & Recreation	0.20	0.20		0.20	0.00
Deputy Dir of Parks & Recreation	0.00	0.00		0.00	0.40
Administrative Coordinator	0.25	0.35		0.35	0.20
Secretary - Pub Works	0.10	0.10		0.00	0.00
<b>Total:</b>	<b>0.60</b>	<b>0.80</b>		<b>0.60</b>	<b>0.65</b>

<b>BUDGET SUMMARY</b>	<b>ACTUAL 2011-12</b>	<b>ADOPTED 2012-13</b>	<b>ESTIMATED 2012-13</b>	<b>ADOPTED 2013-14</b>	<b>PROPOSED 2014-15</b>
Personnel Costs	62,398	66,770	66,770	59,130	60,190
Operating Expenses	562,915	686,560	603,960	733,745	803,720
<b>Total:</b>	<b>\$ 625,313</b>	<b>\$ 753,330</b>	<b>\$ 670,730</b>	<b>\$ 792,875</b>	<b>\$ 863,910</b>

<b>FUNDING SOURCES</b>	<b>ACTUAL 2011-12</b>	<b>ADOPTED 2012-13</b>	<b>ESTIMATED 2012-13</b>	<b>ADOPTED 2013-14</b>	<b>PROPOSED 2014-15</b>
Proposition A 1/	625,313	753,330	670,730	792,875	863,910
<b>Total:</b>	<b>\$ 625,313</b>	<b>\$ 753,330</b>	<b>\$ 670,730</b>	<b>\$ 792,875</b>	<b>\$ 863,910</b>

### KEY PROGRAM GOALS

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

<b>KEY WORKLOAD MEASURES</b>	<b>ADOPTED 2013-14</b>	<b>PROPOSED 2014-15</b>
Dial-A-Ride applications processed.	50	50
Community inquiries resolved or referred .	150	150
Youth and adult excursions coordinated.	35	35
Bus shelters inspected	15	30

#### FOOTNOTES:

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

**PARKS & RECREATION**

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

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4112 Admin Services Director	2,309	7,425	7,425	7,575	7,725
4116 Receptionist	-	4,110	4,110	-	-
4122 Director of Parks & Recreation	25,780	26,230	26,230	26,755	-
4175 Deputy Dir of Parks & Recreation	-	-	-	-	37,440
4124 Administrative Coordinator	15,747	23,380	23,380	24,800	15,025
4130 Secretary - Public Works 10%	5,220	5,625	5,625	-	-
4190 Allocated Benefits	13,342	-	-	-	-
<b>Total:</b>	<b>\$ 62,398</b>	<b>\$ 66,770</b>	<b>\$ 66,770</b>	<b>\$ 59,130</b>	<b>\$ 60,190</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4233 Audit Services	800	800	800	800	800
4274 Dial-A-Ride	335,640	445,000	355,000	475,000	525,000
4275 Recreation Transit	38,452	40,000	34,000	40,000	40,000
4278 Bus Passes	167,813	152,000	168,000	175,800	186,250
4310 Optional Benefits Program	-	660	660	495	535
4320 Health Insurance	-	7,260	7,260	6,000	6,315
4340 PERS Retirement	-	14,420	14,420	12,375	9,975
4350 Medicare Tax	-	590	590	470	875
4360 Other Insurance	-	2,530	2,530	2,055	2,310
4425 Memberships/Subscriptions	9,421	9,500	9,500	9,500	9,500
4440 Telephone	188	200	200	200	200
4450 Postage	600	600	600	600	600
4465 Special Dept. Supplies	1,229	1,500	1,400	1,500	1,500
4540 Bus Shelter Maintenance	8,772	11,500	9,000	8,950	19,860
<b>Total:</b>	<b>\$ 562,915</b>	<b>\$ 686,560</b>	<b>\$ 603,960</b>	<b>\$ 733,745</b>	<b>\$ 803,720</b>

**ACCOUNT MODIFICATIONS**

Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.

**ACCT.**

- 4278 Adjustment (+) reflects true need based on previous year's sales.
- 4540 Adjustment (-) reflects true need based on previous year.

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014**

ACCT. NO.	DESCRIPTION	PUBLIC TRANSPORTATION
	<b>15-940-58</b>	
	<b>Personnel</b>	
	Salaries	
4112	Administrative Services Director (5%)	7,575
4122	Director of Parks & Recreation (20%)	26,755
4124	Administrative Coordinator (35%)	24,800
	<b>TOTAL</b>	<b>59,130</b>
4233	<b>Audit Service</b>	
	Audit of Prop A Account (Portion of Prop A revenue not to exceed \$800)	
	<b>TOTAL</b>	<b>800</b>
4274	<b>Dial-A-Ride</b>	
	Contract to operate City's Dial-A-Ride Service	375,000
	Contract to operate a fixed route shuttle/trolley	100,000
	<b>TOTAL</b>	<b>475,000</b>
4275	<b>Recreation Transit</b>	
	Youth & Family Excursions	15,000
	Adult Excursions	25,000
	<b>TOTAL</b>	<b>40,000</b>
4278	<b>Bus Passes</b>	
	MTA Bus passes & tokens sold to residents at a reduced rate	
	<b>TOTAL</b>	<b>175,800</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>495</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>6,000</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>12,375</b>
4350	<b>Medicare</b>	
	<b>TOTAL</b>	<b>470</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>2,055</b>
4425	<b>Memberships/Subscriptions</b>	
	San Gabriel Valley COG (60% of membership cost)	
	<b>TOTAL</b>	<b>9,500</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	PUBLIC TRANSPORTATION
	<b>15-940-58</b>	
4440	<b>Telephone</b> Phone line for bus pass TAP cards	<b>TOTAL 200</b>
4450	<b>Postage</b> Includes cost of postage for transportation survey and correspondence to Dial-A-Ride customers	<b>TOTAL 600</b>
4465	<b>Special Department Supplies</b> Includes receipts, laminating supplies and other miscellaneous supplies	<b>TOTAL 1,500</b>
4540	<b>Bus Shelter Maintenance</b> Clean & repair shelters on a scheduled basis (\$20.00 x 31 x 12 months) Structure repairs, painting, etc.	7,450 1,500 <b>TOTAL 8,950</b>

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

ACCT. NO.	DESCRIPTION	PUBLIC TRANSPORTATION
	<b>15-940-58</b>	
	<b>Personnel</b>	
	Salaries	
4112	Administrative Services Director (5%)	7,725
4122	Director of Parks & Recreation (0)	-
4175	Deputy Director of Parks & Rec (40%)	37,440
4124	Administrative Coordinator (20%)	15,025
	<b>TOTAL</b>	<b>60,190</b>
4233	<b>Audit Service</b>	
	Audit of Prop A Account (Portion of Prop A revenue not to exceed \$800)	
	<b>TOTAL</b>	<b>800</b>
4274	<b>Dial-A-Ride</b>	
	Contract to operate City's Dial-A-Ride Service	425,000
	Contract to operate a fixed route shuttle/trolley	100,000
	<b>TOTAL</b>	<b>525,000</b>
4275	<b>Recreation Transit</b>	
	Youth & Family Excursions	15,000
	Adult Excursions	25,000
	<b>TOTAL</b>	<b>40,000</b>
4278	<b>Bus Passes</b>	
	MTA Bus passes & tokens sold to residents at a reduced rate	
	<b>TOTAL</b>	<b>186,520</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>535</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>6,315</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>9,975</b>
4350	<b>Medicare</b>	
	<b>TOTAL</b>	<b>875</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>2,310</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-15

ACCT. NO.	DESCRIPTION	PUBLIC TRANSPORTATION	
	<b>15-940-58</b>		
4425	<b>Memberships/Subscriptions</b> San Gabriel Valley COG (60% of membership cost)	TOTAL	9,500
4440	<b>Telephone</b> Phone line for bus pass TAP cards	TOTAL	200
4450	<b>Postage</b> Includes cost of postage for transportation survey and correspondence	TOTAL	600
4465	<b>Special Department Supplies</b> Includes receipts, laminating supplies and other miscellaneous supplies	TOTAL	1,500
4540	<b>Bus Shelter Maintenance</b> Clean & repair shelters on a scheduled basis (\$30 x 51 x 12 months) Structure repairs, painting, etc.	18,360 1,500	
		TOTAL	19,860

# PARKS & RECREATION

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

## STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2011-12	2012-13		2013-14	2014-15
Director of Parks & Recreation	0.25	0.25		0.25	0.30
Deputy Director of Parks & Recreation	0.00	0.00		0.00	0.20
Administrative Coordinator	0.25	0.25		0.25	0.25
Parks & Recreation Supervisor	0.00	0.00		0.40	0.40
Community Services Specialist	0.20	0.20		0.00	0.00
P & R Coordinator	0.50	0.50		0.00	0.00
Park Maintenance Worker	3.00	3.00		3.00	3.00
Park Maintenance Lead Worker	1.00	1.00		1.00	1.00
Part Time Positions	5.73	5.73		6.17	7.13
<b>Total:</b>	<b>10.93</b>	<b>10.93</b>		<b>11.07</b>	<b>12.28</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Personnel Costs	488,049	454,515	449,765	447,970	492,125
Operating Expenses	269,851	384,470	376,145	401,055	421,160
<b>Total:</b>	<b>\$ 757,900</b>	<b>\$ 838,985</b>	<b>\$ 825,910</b>	<b>\$ 849,025</b>	<b>\$ 913,285</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
General Fund 1/	697,900	798,985	785,910	809,025	873,285
1992/1996 Park Bond 2/	60,000	40,000	40,000	40,000	40,000
<b>Total:</b>	<b>\$ 757,900</b>	<b>\$ 838,985</b>	<b>\$ 825,910</b>	<b>\$ 849,025</b>	<b>\$ 913,285</b>

## KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2013-14	2014-15
Park inspections performed. 3/	750	750
Reservations processed. 4/	1,400	1,400
Special projects (CIP) managed or supported.	2	2

### FOOTNOTES:

- 1/ Rental fees funds a portion (\$63,300 in FY 2013-14 and \$65,300 in FY 2014-15).
- 2/ Partially funds personnel and benefit costs for Parks & Recreation Supervisor.
- 3/ Includes formal facility and playground inspections as well as routine park inspections.
- 4/ Includes community center, picnic shelter, and Performing Arts Pavilion reservations.

**PARKS & RECREATION**

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

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4122 Director of Parks & Recreation	32,226	32,790	32,790	33,440	40,915
4175 Deputy Director of Parks & Recreation	-	-	-	-	18,720
4123 Parks & Recreation Supervisor	-	-	-	30,005	30,590
4124 Administrative Coordinator	15,747	16,700	16,700	17,370	18,780
4125 Community Srvc. Specialist	9,190	9,730	9,730	-	-
4127 Parks & Recreation Coordinator	31,408	33,305	33,305	-	-
4136 Park Maintenance Worker	38,577	40,840	40,840	43,110	45,710
4137 Park Maintenance Worker	30,592	40,240	40,240	43,110	45,710
4138 Park Maintenance Worker	43,004	49,425	49,425	50,415	51,400
4140 Park Maintenance Lead Worker	47,683	54,535	54,535	58,060	61,560
4150 Overtime	5,731	5,500	5,500	7,500	7,500
4161 Part Time Park Maint Worker	6,722	3,500	3,700	18,055	20,625
4162 Part Time - Rec. Leaders	117,371	118,250	117,000	132,450	135,045
4164 Part Time - Rec. Aides	5,395	9,660	7,500	5,440	5,545
4165 Part Time - Senior Leaders	8,843	9,240	8,500	9,015	10,025
4166 Part Time - Park Patrol Officer	-	30,800	30,000	-	-
4190 Allocated Benefits	95,560	-	-	-	-
<b>Total:</b>	<b>\$ 488,049</b>	<b>\$ 454,515</b>	<b>\$ 449,765</b>	<b>\$ 447,970</b>	<b>\$ 492,125</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4252 Janitorial Services	42,885	42,960	42,900	42,960	44,400
4259 Mechanical Maintenance	15,120	15,120	11,600	12,000	12,000
4260 General Maintenance	11,992	10,900	10,500	11,600	11,600
4310 Optional Benefits Program	-	4,275	4,275	4,030	4,235
4320 Health Insurance	-	30,835	30,835	42,215	49,020
4340 PERS Retirement	-	61,030	61,030	60,195	67,080
4350 Medicare Tax	-	6,035	6,035	5,905	6,435
4360 Other Insurance	-	13,975	13,975	19,300	22,890
4415 Vehicle Operation	4,897	5,500	5,000	5,500	5,500
4420 Fares and Subsistence	-	500	495	500	500
4425 Memberships/Subscriptions	-	140	-	150	150
4435 Utilities	111,020	117,000	115,000	115,000	115,000
4440 Telephone	18,840	19,200	14,000	14,000	14,000
4455 Uniforms	4,173	4,000	4,000	4,500	4,500
4460 Office Supplies	-	-	-	1,500	1,500
4465 Special Dept. Supplies	22,128	25,000	24,000	25,000	24,500
4490 Training	100	550	500	1,000	1,000
4510 Maintenance & Repair	31,573	22,000	28,000	32,000	33,000
4530 Special Equipment Maintenance	6,132	4,000	2,000	1,500	1,500
4550 Small Tool Replacement	416	450	800	800	800
4580 Equipment Rental	575	1,000	1,200	1,400	1,550
<b>Total:</b>	<b>\$ 269,851</b>	<b>\$ 384,470</b>	<b>\$ 376,145</b>	<b>\$ 401,055</b>	<b>\$ 421,160</b>

**ACCOUNT MODIFICATIONS**

Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.

**ACCT.**

- |   |  |
|---|--|
| 4123 Addition of Parks & Recreation Supervisor Position                     | 4510 Adjustment (+) reflects true need based on previous year. |
| 4125 Elimination of Community Services Specialist Position                  | 4530 Previous year included funds to repair decks to mowers.   |
| 4127 Adjustment (+) reflects staff reallocation                             | 4550 Adjustment (+) reflects true need.                        |
| 4150 Adjustment (+) due to policy changes regarding comp time               | 4580 Adjustment (+) reflects true need.                        |
| 4161 Adjustment (+) reflects cost for additional hours for part time staff. |  |
| 4164 Adjustment (-) reflects true need.                                     |  |
| 4166 Park Patrol Officers budgeted 100% in CDD                              |  |
| 4259 Adjustment (-) reflects true need.                                     |  |
| 4440 Adjustment (-) due to completion of service agreement for router.      |  |
| 4455 Adjustment (+) reflects true need.                                     |  |
| 4490 Additional funds for training of staff consistent with strategic plan  |  |

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	PARKS - MAINT/FACILITIES
	<b>01-940-59</b>	
	<b>Personnel</b>	
	Salaries	
4122	Director of Parks & Recreation (25%)	33,440
4123	Parks & Recreation Supervisor (40%)	30,005
4124	Administrative Coordinator (25%)	17,370
4136	Park Maintenance Worker (1)	43,110
4137	Park Maintenance Worker (2)	43,110
4138	Park Maintenance Worker (3)	50,415
4140	Park Maintenance Lead Worker	58,060
	<b>TOTAL</b>	<b>275,510</b>
4150	<b>Overtime</b>	
	<b>TOTAL</b>	<b>7,500</b>
4161	<b>Part-Time Park Maintenance Worker</b>	
	<b>TOTAL</b>	<b>18,055</b>
4162	<b>Part Time - Leadership</b>	
	<b>TOTAL</b>	<b>132,450</b>
4164	<b>Part Time - Rec Aides</b>	
	<b>TOTAL</b>	<b>5,440</b>
4165	<b>Part Time - Senior Leader</b>	
	<b>TOTAL</b>	<b>9,015</b>
4252	<b>Janitorial Services</b>	
	Monthly maintenance - Comm. Cntr. & Restrooms	28,920
	Wax & polish floors - Comm. Cntr.	6,240
	Monthly maintenance - Annex	7,800
	<b>TOTAL</b>	<b>42,960</b>
4259	<b>Mechanical Maintenance</b>	
	<b>TOTAL</b>	<b>12,000</b>
4260	<b>General Maintenance</b>	
	Weed Abatement Services	3,500
	Pest Control	800
	Alarm, Fire, CCTV System Monitoring	4,000
	Fire Supression System Inspection & Monitoring	1,400
	Charbroiler Fee - SCAQMD	220
	Health Permit Fee - Concession Stand	280
	Control Link Fee - Musco	400
	Industrial Waste Pumping Service & Fees	1,000
	<b>TOTAL</b>	<b>11,600</b>

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014**

ACCT. NO.	DESCRIPTION		
	<b>01-940-59</b>	<b>PARKS - MAINT/FACILITIES</b>	
4310	<b>Optional Benefits Program</b>		
		<b>TOTAL</b>	<b>4,030</b>
4320	<b>Health Insurance</b> Medical, dental and vision		
		<b>TOTAL</b>	<b>42,215</b>
4340	<b>PERS Retirement</b>		
		<b>TOTAL</b>	<b>60,195</b>
4350	<b>Medicare</b>		
		<b>TOTAL</b>	<b>5,905</b>
4360	<b>Other Insurance</b>		
		<b>TOTAL</b>	<b>19,300</b>
4415	<b>Vehicle Operation</b> Cans (Gasoline for hand powered equipment) Chevrolet Silverado (New) Unit 119 (2002 Ford F-150 CNG Truck) - Natural Gas Scheduled preventive maintenance/mechanical repairs (estimated)	1,500 1,500 1,000 1,500	
		<b>TOTAL</b>	<b>5,500</b>
4420	<b>Fares &amp; Subsistence</b> CPRS Conference - Ontario		
		<b>TOTAL</b>	<b>500</b>
4425	<b>Memberships/Subscription</b> Park Maintenance Lead Worker - CPRS (Park Operations)		
		<b>TOTAL</b>	<b>150</b>
4435	<b>Utilities</b> Edison International (estimated) Southern California Gas (estimated) Cal-American Water/Sunnyslope Water (estimated)	75,000 5,000 35,000	
		<b>TOTAL</b>	<b>115,000</b>
4440	<b>Telephone</b> Local & long distance service (estimated) Cellular phones \$250/mo x 12 mo	11,000 3,000	
		<b>TOTAL</b>	<b>14,000</b>
4455	<b>Uniforms</b> Maintenance personnel uniforms Purchase of Park & Recreation personnel staff shirts	2,500 2,000	
		<b>TOTAL</b>	<b>4,500</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	PARKS - MAINT/FACILITIES
	<b>01-940-59</b>	
4460	<b>Office Supplies</b> Miscellaneous office supplies	<b>TOTAL 1,500</b>
4465	<b>Special Department Supplies</b> Miscellaneous supplies 23,000 Replace faded and missing aluminum signs throughout the parks 2,000	<b>TOTAL 25,000</b>
4490	<b>Training</b>	<b>TOTAL 1,000</b>
4510	<b>Maintenance &amp; Repair</b> Water irrigation system maintenance & repair 3,000 Vandalism repairs 4,000 General plumbing & electrical repairs 3,500 Landscape materials - plants & trees 8,000 General repairs 8,500 Power wash 5,000	<b>TOTAL 32,000</b>
4530	<b>Special Equipment Maintenance</b> Maintenance & repairs to lawnmowers, edgers, & other power equipment 1,500	<b>TOTAL 1,500</b>
4550	<b>Small Tools</b> Shovels, rakes, brooms and general tool replacement	<b>TOTAL 800</b>
4580	<b>Equipment Rental</b>	<b>TOTAL 1,400</b>

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

ACCT. NO.	DESCRIPTION	PARKS - MAINT/FACILITIES
	<b>01-940-59</b>	
	<b>Personnel</b>	
	Salaries	
4122	Director of Parks & Recreation (30%)	40,915
4175	Deputy Director of Parks & Rec (20%)	18,720
4123	Parks & Recreation Supervisor (40%)	30,590
4124	Administrative Coordinator (25%)	18,780
4136	Park Maintenance Worker (1)	45,710
4137	Park Maintenance Worker (2)	45,710
4138	Park Maintenance Worker (3)	51,400
4140	Park Maintenance Lead Worker	61,560
	<b>TOTAL</b>	<b>313,385</b>
4150	<b>Overtime</b>	
	<b>TOTAL</b>	<b>7,500</b>
4161	<b>Part-Time Park Maintenance Worker</b>	
	<b>TOTAL</b>	<b>20,625</b>
4162	<b>Part Time - Leadership</b>	
	<b>TOTAL</b>	<b>135,045</b>
4164	<b>Part Time - Rec Aides</b>	
	<b>TOTAL</b>	<b>5,545</b>
4165	<b>Part Time - Senior Leader</b>	
	<b>TOTAL</b>	<b>10,025</b>
4252	<b>Janitorial Services</b>	
	Monthly maintenance - Comm. Cntr. & Restrooms	29,400
	Wax & polish floors - Comm. Cntr.	7,200
	Monthly maintenance - Annex	7,800
	<b>TOTAL</b>	<b>44,400</b>
4259	<b>Mechanical Maintenance</b>	
	<b>TOTAL</b>	<b>12,000</b>
4260	<b>General Maintenance</b>	
	Weed Abatement Services	3,500
	Pest Control	800
	Alarm, Fire, CCTV System Monitoring	4,000
	Fire Supression System Inspection & Monitoring	1,400
	Charbroiler Fee - SCAQMD	220
	Health Permit Fee - Concession Stand	280
	Control Link Fee - Musco	400
	Industrial Waste Pumping Service & Fees	1,000
	<b>TOTAL</b>	<b>11,600</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-15

ACCT. NO.	DESCRIPTION		
	01-940-59	PARKS - MAINT/FACILITIES	
4310	<b>Optional Benefits Program</b>		
		TOTAL	4,235
4320	<b>Health Insurance</b> Medical, dental and vision		
		TOTAL	49,020
4340	<b>PERS Retirement</b>		
		TOTAL	67,080
4350	<b>Medicare</b>		
		TOTAL	6,435
4360	<b>Other Insurance</b>		
		TOTAL	22,890
4415	<b>Vehicle Operation</b> Cans (Gasoline for hand powered equipment) Chevrolet Silverado (New) Unit 119 (2002 Ford F-150 CNG Truck) - Natural Gas Scheduled preventive maintenance/mechanical repairs (estimated)	1,500 1,500 1,000 1,500	
		TOTAL	5,500
4420	<b>Fares &amp; Subsistence</b> CPRS Conference - Ontario		
		TOTAL	500
4425	<b>Memberships/Subscription</b> Park Maintenance Lead Worker - CPRS (Park Operations)		
		TOTAL	150
4435	<b>Utilities</b> Edison International (estimated) Southern California Gas (estimated) Cal-American Water/Sunnyslope Water (estimated)	70,000 7,500 37,500	
		TOTAL	115,000
4440	<b>Telephone</b> Local & long distance service (estimated) Cellular phones \$250/mo x 12 mo	11,000 3,000	
		TOTAL	14,000
4455	<b>Uniforms</b> Maintenance personnel uniforms Purchase of Park & Recreation personnel staff shirts	2,500 2,000	
		TOTAL	4,500

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-15

ACCT. NO.	DESCRIPTION		
	<b>01-940-59</b>		<b>PARKS - MAINT/FACILITIES</b>
4460	<b>Office Supplies</b> Miscellaneous office supplies		
		TOTAL	1,500
4465	<b>Special Department Supplies</b> Miscellaneous supplies		
		TOTAL	24,500
4490	<b>Training</b>		
		TOTAL	1,000
4510	<b>Maintenance &amp; Repair</b>		
	Water irrigation system maintenance & repair	3,000	
	Vandalism repairs	4,000	
	General plumbing & electrical repairs	3,500	
	Landscape materials - plants & trees	9,000	
	General repairs	8,500	
	Power wash	5,000	
		TOTAL	33,000
4530	<b>Special Equipment Maintenance</b>		
	Maintenance & repairs to lawnmowers, edgers, & other power equipment	1,500	
		TOTAL	1,500
4550	<b>Small Tools</b>		
	Shovels, rakes, brooms and general tool replacement		
		TOTAL	800
4580	<b>Equipment Rental</b>		
		TOTAL	1,550

## PARKS & RECREATION

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

### STATEMENT OF PURPOSE

To provide the resources necessary to maintain the City's urban forest consisting of approximately 5,500 trees in the ROW.

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2011-12	2012-13		2013-14	2014-15
Director of Parks & Recreation	0.10	0.15		0.15	0.30
Deputy Dir of Parks & Recreation	0.00	0.00		0.00	0.20
Administrative Coordinator	0.10	0.10		0.10	0.25
Tree Trimmer - Leadworker	1.00	1.00		1.00	1.00
Tree Trimmer	2.00	2.00		2.00	2.00
Part-Time Maintenance Helper	0.00	0.10		0.48	0.48
<b>Total:</b>	<b>3.20</b>	<b>3.35</b>		<b>3.73</b>	<b>4.23</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Personnel Costs	228,106	194,800	193,520	213,330	270,155
Operating Expenses	235,716	306,065	303,275	346,065	380,875
<b>Total:</b>	<b>\$ 463,822</b>	<b>\$ 500,865</b>	<b>\$ 496,795</b>	<b>\$ 559,395</b>	<b>\$ 651,030</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Lighting & Landscape District	366,509	382,375	378,305	434,495	520,585
State Recycling Fund	-	-	-	-	-
Gas Tax Fund	97,313	118,490	118,490	124,900	130,445
<b>Total:</b>	<b>\$ 463,822</b>	<b>\$ 500,865</b>	<b>\$ 496,795</b>	<b>\$ 559,395</b>	<b>\$ 651,030</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2013-14	2014-15
Citizen requests received and processed.	500	600
Trees trimmed 1/.	1,000	1,000
Trees planted 2/.	250	100
Meetings with private contractors to insure compliance.	12	12

#### FOOTNOTES:

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

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

**PARKS & RECREATION**

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

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4122 Director of Parks & Recreation	12,889	19,670	19,670	20,065	40,915
4175 Deputy Dir of Parks & Recreation	-	-	-	-	18,720
4124 Administrative Coordinator	6,290	6,680	6,680	7,085	18,785
4141 Tree Trimmer	54,779	55,740	55,740	56,860	57,970
4142 Tree Trimmer	32,287	45,375	45,375	48,600	51,530
4143 Tree Trimmer Lead Worker	57,663	61,555	61,555	62,770	64,000
4150 Overtime	3,381	3,000	2,500	3,500	3,500
4161 Part-Time Mtn. Worker	-	2,780	2,000	14,450	14,735
4190 Allocated Benefits	60,817	-	-	-	-
<b>Total:</b>	<b>\$ 228,106</b>	<b>\$ 194,800</b>	<b>\$ 193,520</b>	<b>\$ 213,330</b>	<b>\$ 270,155</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4254 Tree Trimming	87,320	85,000	70,500	80,000	85,000
4260 General Maintenance	185	800	200	800	800
4261 Tree Removal	39,830	30,000	47,000	60,000	35,000
4264 Median Maintenance	33,306	32,000	29,000	28,500	60,000
4310 Optional Benefits Program	-	2,670	2,670	2,670	3,085
4320 Health Insurance	-	31,300	31,300	35,525	44,735
4340 PERS Retirement	-	42,130	42,130	42,635	53,665
4350 Medicare Tax	-	1,565	1,565	1,840	2,345
4360 Other Insurance	-	6,500	6,500	9,345	12,245
4415 Vehicle Operation	18,577	14,500	14,000	15,000	15,000
4420 Fares & Subsistence	-	875	875	-	-
4425 Memberships/Subscriptions	180	300	185	300	350
4435 Utilities	41,285	40,000	40,050	45,000	45,000
4440 Telephone	1,297	1,500	1,500	1,500	1,500
4455 Uniforms	923	1,200	900	1,500	1,500
4465 Special Dept. Supplies	1,194	2,500	2,000	4,000	2,500
4490 Training	448	625	500	1,000	1,000
4510 Maintenance & Repair	235	2,000	500	2,000	2,000
4530 Special Equipment Maint.	511	1,500	1,200	1,500	2,000
4550 Small Tool Replacement	-	200	200	200	400
4580 Equipment Rental	46	400	-	250	250
4660 Tree Planting	2,733	3,000	3,000	5,000	5,000
4960 Administrative Charges	7,646	5,500	7,500	7,500	7,500
<b>Total:</b>	<b>\$ 235,716</b>	<b>\$ 306,065</b>	<b>\$ 303,275</b>	<b>\$ 346,065</b>	<b>\$ 380,875</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

**ACCT.**

- 4150 Adjustment (+) due to policy changes regarding comp time.
- 4161 Adjustment (+) reflects cost for additional hours for part time staff.
- 4261 Adjustment (+) for additional tree removals due to 2011 windstorm.
- 4264 Adjustment (-) due to reduction in cost for median maintenance due to Rosemead Blvd. construction.
- 4420 Staff not budgeted to attend conference.
- 4435 Adjustment (+) reflects true need based on previous year.
- 4465 Adjustment (+) for required road signs and rigging system.
- 4490 Additional funds for training of staff consistent with strategic plan.
- 4580 Adjustment (-) based on true need.
- 4660 Adjustment (+) for additional tree plantings due to 2011 windstorm.

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014**

ACCT. NO.	DESCRIPTION	TREES & PARKWAYS
	<b>47-970-83</b>	
	<b>Personnel</b>	
	Salaries	
4122	Director of Parks & Recreation (15%)	20,065
4124	Administrative Coordinator (10%)	7,085
4141	Tree Trimmer (1) (\$28,430 Funded w/Gas Tax)	56,860
4142	Tree Trimmer (2) (\$24,300 Funded w/Gas Tax)	48,600
4143	Tree Trimmer Leadworker (\$31,385 Funded w/Gas Tax) (50% of Tree Trimmers salary will be funded with Gas Tax funds)	62,770
	<b>TOTAL</b>	<b>195,380</b>
4150	<b>Overtime</b> After hours service/emergency calls	
	<b>TOTAL</b>	<b>3,500</b>
4161	<b>Part-Time Maintenance Worker</b> 20 hrs/wk x 50 wks x \$14.45	
	<b>TOTAL</b>	<b>14,450</b>
4254	<b>Tree Trimming</b> Scheduled Citywide tree maintenance - 4 year trim cycle - 2 districts per year Trim Ficus Trees once per year (Las Tunas and Temple City Blvd)	
	<b>TOTAL</b>	<b>80,000</b>
4260	<b>General Maintenance</b> Chemical eradication services (estimated)	
	<b>TOTAL</b>	<b>800</b>
4261	<b>Tree Removal</b> Removal of dead, diseased or hazardous trees Debris removal and replace with clean fill dirt 100 trees x \$95 per site	
	<b>TOTAL</b>	<b>60,000</b>
4264	<b>Median Maintenance</b> Baldwin and Santa Anita Avenues, Rosemead Boulevard and Las Tunas Drive - Lower Azusa median maintenance (watering cost included)	
	<b>TOTAL</b>	<b>28,500</b>
4310	<b>Optional Benefits Program</b> (50% of Tree Trimmers benefits = \$1,235 will be funded with Gas Tax funds)	
	<b>TOTAL</b>	<b>2,670</b>
4320	<b>Health Insurance</b> Medical, dental and vision (50% of Tree Trimmers benefits = \$16,540 will be funded with Gas Tax funds)	
	<b>TOTAL</b>	<b>35,525</b>
4340	<b>PERS Retirement</b> (50% of Tree Trimmers benefits = \$18,355 will be funded with Gas Tax funds)	
	<b>TOTAL</b>	<b>42,635</b>

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014**

ACCT. NO.	DESCRIPTION	TREES & PARKWAYS
47-970-83		
4350	<b>Medicare</b> (50% of Tree Trimmers benefits = \$765 will be funded with Gas Tax funds)	<b>TOTAL 1,840</b>
4360	<b>Other Insurance</b> (50% of Tree Trimmers benefits = \$3,890 will be funded with Gas Tax funds)	<b>TOTAL 9,345</b>
4415	<b>Vehicle Operation</b> Estimated fuel consumption (Unit 101, 104, 105, 106, 107, 109) Tire replacement, extraordinary repairs & scheduled preventative maintenance Required annual safety inspection for Unit 105, including dielectric test Tractor servicing	<b>TOTAL 15,000</b>
4425	<b>Memberships/Subscriptions</b> International Society of Arborist (ISA) Society of Municipal Arborist	<b>TOTAL 300</b>
4435	<b>Utilities</b> Edison International (estimated) Southern California Water (estimated) Cal- American Water (estimated) Sunnyslope Water (estimated) Corporation Yard Edison International (estimated) Southern California Gas (estimated) Southern California Water (estimated)	<b>TOTAL 45,000</b>
4440	<b>Telephone</b> AT & T- local and long distance service (estimated) Cell phone usage (Lead Tree Trimmer and two Tree Trimmers) additional cell phone accessories	<b>TOTAL 1,500</b>
4455	<b>Uniforms</b> Tree Maintenance Personnel uniforms	<b>TOTAL 1,500</b>
4465	<b>Special Department Supplies</b> Safety equipment Saws, chain saws, saw chains, bars and oil Rope, gloves, batteries Tree stakes, ties, shovels, rakes, and brooms Various required road signs Rigging system	<b>TOTAL 4,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	TREES & PARKWAYS
47-970-83		
4490	<b>Training</b> Training workshops, seminars, conferences and related reference materials Training for Class B Driver's License	<b>TOTAL</b> 1,000
4510	<b>Maintenance &amp; Repair</b> Water irrigation system repairs (estimated) Organic landscape material for Las Tunas Drive La Rosa Maintenance Facility (50% of estimated costs) Replace tree well lights on Las Tunas Drive one time per year	<b>TOTAL</b> 2,000
4530	<b>Special Equipment Maintenance</b> Maintenance and repair chain saw, hedge trimmer, motorized equipment brush chipper belt & blade sharpening, hedge trimmer, hydraulic tool, generator Annual AQMD permit fee required for brush chipper operation	<b>TOTAL</b> 1,500
4550	<b>Small Tool Replacement</b>	<b>TOTAL</b> 200
4580	<b>Equipment Rental</b> Safety signal unit	<b>TOTAL</b> 250
4660	<b>Tree Planting</b> Replacement trees for removals resulting from disease, storm damage, natural deterioration, citizen service requests and community development projects	<b>TOTAL</b> 5,000
4960	<b>Administrative Charges</b> Reimbursement for general fund direct and indirect costs associated with managing the program budget	<b>TOTAL</b> 7,500

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

ACCT. NO.	DESCRIPTION	TREES & PARKWAYS
	<b>47-970-83</b>	
	<b>Personnel</b>	
	Salaries	
4122	Director of Parks & Recreation (30%)	40,915
4175	Deputy Dir of Parks & Recreation (20%)	18,720
4124	Administrative Coordinator (25%)	18,785
4141	Tree Trimmer (1) (\$28,985 Funded w/Gas Tax)	57,970
4142	Tree Trimmer (2) (\$25,765 Funded w/Gas Tax)	51,530
4143	Tree Trimmer Leadworker (\$32,000 Funded w/Gas Tax) (50% of Tree Trimmers salary will be funded with Gas Tax funds)	64,000
	<b>TOTAL</b>	<b>251,920</b>
4150	<b>Overtime</b> After hours service/emergency calls	
	<b>TOTAL</b>	<b>3,500</b>
4161	<b>Part-Time Maintenance Worker</b> 20 hrs/wk x 50 wks x \$14.73	
	<b>TOTAL</b>	<b>14,735</b>
4254	<b>Tree Trimming</b> Scheduled Citywide tree maintenance - 4 year trim cycle - 2 districts per year Trim Ficus and Palm trees once per year	
	<b>TOTAL</b>	<b>85,000</b>
4260	<b>General Maintenance</b> Chemical eradication services (estimated)	
	<b>TOTAL</b>	<b>800</b>
4261	<b>Tree Removal</b> Removal of dead, diseased or hazardous trees Debris removal and replace with clean fill dirt 100 trees x \$95 per site	
	<b>TOTAL</b>	<b>35,000</b>
4264	<b>Median Maintenance</b> Baldwin and Santa Anita Avenues, Rosemead Boulevard and Las Tunas Drive - Lower Azusa median maintenance (watering cost included)	
	<b>TOTAL</b>	<b>60,000</b>
4310	<b>Optional Benefits Program</b> (50% of Tree Trimmers benefits = \$1,235 will be funded with Gas Tax funds)	
	<b>TOTAL</b>	<b>3,085</b>
4320	<b>Health Insurance</b> (50% of Tree Trimmers benefits = \$18,425 will be funded with Gas Tax funds) Medical, dental and vision	
	<b>TOTAL</b>	<b>44,735</b>
4340	<b>PERS Retirement</b> (50% of Tree Trimmers benefits = \$18,930 will be funded with Gas Tax funds)	
	<b>TOTAL</b>	<b>53,665</b>

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

ACCT. NO.	DESCRIPTION	TREES & PARKWAYS
	<b>47-970-83</b>	
4350	<b>Medicare</b> (50% of Tree Trimmers benefits = \$795 will be funded with Gas Tax funds)	<b>TOTAL 2,345</b>
4360	<b>Other Insurance</b> (50% of Tree Trimmers benefits = \$4,310 will be funded with Gas Tax funds)	<b>TOTAL 12,245</b>
4415	<b>Vehicle Operation</b> Estimated fuel consumption (Unit 101, 104, 105, 106, 107, 109) Tire replacement, extraordinary repairs & scheduled preventative maintenance Required annual safety inspection for Unit 105, including dielectric test Tractor servicing	<b>TOTAL 15,000</b>
4425	<b>Memberships/Subscriptions</b> International Society of Arborist (ISA) Society of Municipal Arborist	<b>TOTAL 350</b>
4435	<b>Utilities</b> Edison International (estimated) Southern California Water (estimated) Cal- American Water (estimated) Sunnyslope Water (estimated) Corporation Yard Edison International (estimated) Southern California Gas (estimated) Southern California Water (estimated)	<b>TOTAL 45,000</b>
4440	<b>Telephone</b> AT & T- local and long distance service (estimated) Cell phone usage (Lead Tree Trimmer and two Tree Trimmers) additional cell phone accessories	<b>TOTAL 1,500</b>
4455	<b>Uniforms</b> Tree Maintenance Personnel uniforms	<b>TOTAL 1,500</b>
4465	<b>Special Department Supplies</b> Safety equipment Saws, chain saws, saw chains, bars and oil Rope, gloves, batteries Tree stakes, ties, shovels, rakes, and brooms Road cones	<b>TOTAL 2,500</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-15

ACCT. NO.	DESCRIPTION	TREES & PARKWAYS
47-970-83		
4490	<b>Training</b> Training workshops, seminars, conferences and related reference materials Training for Class B Driver's License	<b>TOTAL</b> <b>1,000</b>
4510	<b>Maintenance &amp; Repair</b> Water irrigation system repairs (estimated) Organic landscape material for Las Tunas Drive La Rosa Maintenance Facility (50% of estimated costs) Replace tree well lights on Las Tunas Drive one time per year	<b>TOTAL</b> <b>2,000</b>
4530	<b>Special Equipment Maintenance</b> Maintenance and repair chain saw, hedge trimmer, motorized equipment brush chipper belt & blade sharpening, hedge trimmer, hydraulic tool, generator Annual AQMD permit fee required for brush chipper operation	<b>TOTAL</b> <b>2,000</b>
4550	<b>Small Tool Replacement</b>	<b>TOTAL</b> <b>400</b>
4580	<b>Equipment Rental</b> Safety signal unit	<b>TOTAL</b> <b>250</b>
4660	<b>Tree Planting</b> Replacement trees for removals resulting from disease, storm damage, natural deterioration, citizen service requests and community development projects	<b>TOTAL</b> <b>5,000</b>
4960	<b>Administrative Charges</b> Reimbursement for general fund direct and indirect costs associated with managing the program budget	<b>TOTAL</b> <b>7,500</b>

# COMMUNITY DEVELOPMENT

**Program 53: Planning**

Guide physical & economic development

**Program 54: Building**

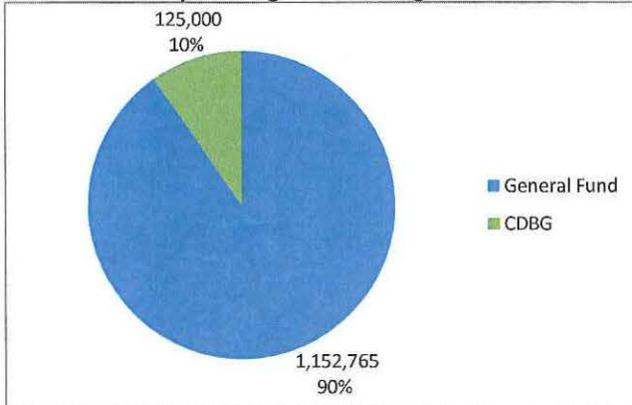
Building permitting and inspection

**Program 55: Housing**

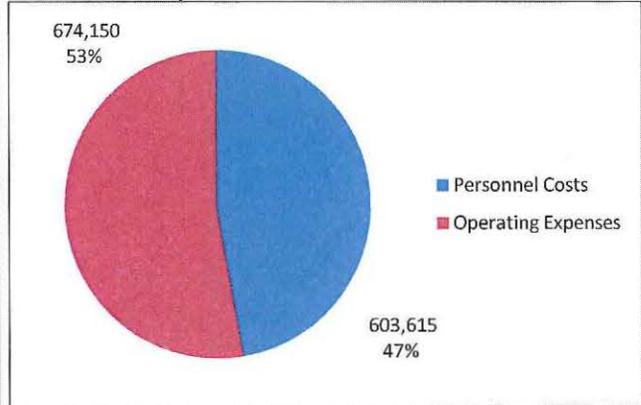
Preserve and improve housing

## DEPARTMENT SUMMARY

**FY 2013-14: Adopted Program Financing**



**FY 2013-14: Adopted Resources Allocated**



	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15
<b>RESOURCES ALLOCATED</b>					
Personnel Costs	610,982	533,275	490,075	603,615	626,615
Operating Expenses	421,755	1,081,350	806,420	674,150	658,270
<b>Total:</b>	<b>\$ 1,032,737</b>	<b>\$ 1,614,625</b>	<b>\$ 1,296,495</b>	<b>\$ 1,277,765</b>	<b>\$ 1,284,885</b>
<b>PROGRAM FINANCING</b>					
General Fund	989,990	1,211,375	1,055,205	1,152,765	1,159,885
Community Redevelopment Agency (CRA)	-	-	-	-	-
CDBG	21,381	299,015	137,055	125,000	125,000
EECBG	21,366	104,235	104,235	-	-
<b>Total:</b>	<b>\$ 1,032,737</b>	<b>\$ 1,614,625</b>	<b>\$ 1,296,495</b>	<b>\$ 1,277,765</b>	<b>\$ 1,284,885</b>
<b>PERSONNEL (FTE)</b>					
	6.35	6.60		8.19	8.19
<b>Total:</b>	<b>6.35</b>	<b>6.60</b>		<b>8.19</b>	<b>8.19</b>

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Program: Planning  
 Account: 01-930-53

**STATEMENT OF PURPOSE**

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

	<i>ACTUAL</i> 2011-12	<i>ADOPTED</i> 2012-13		<i>ADOPTED</i> 2013-14	<i>PROPOSED</i> 2014-15
<b>STAFFING SUMMARY (FTEs)</b>					
Office Assistant 1/	0.00	0.00		0.20	0.20
Community Dev Director	0.25	0.25		0.25	0.25
Community Dev Manager	0.70	0.00		0.00	0.00
Planning Manager	0.00	1.00		0.60	0.60
Secretary - Comm. Dev	0.40	0.40		0.40	0.40
Associate Planner (1) 2/	1.00	1.00		1.00	1.00
Associate Planner (2)	1.00	1.00		1.00	1.00
Part-Time Positions 3/	0.10	0.10		1.25	1.25
<b>Total:</b>	<b>3.45</b>	<b>3.75</b>		<b>4.70</b>	<b>4.70</b>

	<i>ACTUAL</i> 2011-12	<i>ADOPTED</i> 2012-13	<i>ESTIMATED</i> 2012-13	<i>ADOPTED</i> 2013-14	<i>PROPOSED</i> 2014-15
<b>BUDGET SUMMARY</b>					
Personnel Costs	363,145	348,580	305,380	339,510	353,945
Operating Expenses	142,510	259,560	238,495	233,580	209,915
<b>Total:</b>	<b>\$ 505,655</b>	<b>\$ 608,140</b>	<b>\$ 543,875</b>	<b>\$ 573,090</b>	<b>\$ 563,860</b>

	<i>ACTUAL</i> 2011-12	<i>ADOPTED</i> 2012-13	<i>ESTIMATED</i> 2012-13	<i>ADOPTED</i> 2013-14	<i>PROPOSED</i> 2014-15
<b>FUNDING SOURCES</b>					
General Fund 4/	505,655	608,140	543,875	573,090	563,860
<b>Total:</b>	<b>\$ 505,655</b>	<b>\$ 608,140</b>	<b>\$ 543,875</b>	<b>\$ 573,090</b>	<b>\$ 563,860</b>

**KEY PROGRAM GOALS**

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

<b>KEY WORKLOAD MEASURES</b>	<i>ADOPTED</i> 2013-14	<i>PROPOSED</i> 2014-15
Planning Commission reports reviewed and approved.	40	30
City Council reports reviewed and approved.	50	20
Planning related inquiries resolved at public counter or via telephone/e-mail.	3,800	5,000
Planning Commission cases processed (CUPs, ZVs, subdivisions, etc.).	30	30
Site Plan Reviews processed.	150	250
Sign Permits processed.	70	70
Banner Permits processed.	50	50
Façade Improvement cases processed.	5	15
Ordinances adopted.	3	2
Major studies and/or procedures developed and implemented, i.e. Design Review procedures. and Historical Resources Survey.	5	5

**COMMUNITY DEVELOPMENT**

Program: Planning  
Account: 01-930-53

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4117 Community Dev Director	32,220	32,790	32,790	33,440	34,095
4118 Community Dev Manager	30,427	-	-	-	-
4118 Planning Manager	-	48,000	4,800	70,445	71,825
4119 Secretary - Comm. Dev	22,370	23,660	23,660	24,145	24,620
4148 Associate Planner (1)	65,389	69,200	69,200	73,395	77,825
4149 Associate Planner (2)	65,232	69,200	69,200	73,395	77,825
4116 Office Assistant	-	-	-	8,665	9,190
4150 Overtime	5,533	4,000	4,000	4,000	4,000
4161 Part Time	76,326	101,730	101,730	52,025	54,565
4190 Allocated Benefits	65,648	-	-	-	-
<b>Total:</b>	<b>\$ 363,145</b>	<b>\$ 348,580</b>	<b>\$ 305,380</b>	<b>\$ 339,510</b>	<b>\$ 353,945</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4216 Contract Service - Public	21,723	23,000	20,710	15,000	15,000
4231 Prv/Spc Contract Services	47,653	82,000	84,015	80,000	50,000
4310 Optional Benefits Program	-	2,180	2,180	2,835	2,835
4320 Health Insurance	-	23,960	23,960	36,690	40,835
4340 PERS Retirement	-	43,465	43,465	54,590	57,045
4350 Medicare Tax	-	4,500	4,500	4,865	5,075
4360 Other Insurance	-	8,295	8,295	12,030	13,355
4244 Legal Services	20,340	-	-	-	-
4405 Mileage Reimbursement	1,840	1,100	1,040	2,100	2,100
4410 Meeting Expense	363	400	490	400	400
4415 Vehicle Operation	650	500	470	500	500
4420 Fares & Subsistence	9,698	5,040	4,940	11,400	11,400
4425 Memberships/Subscriptions	1,453	4,175	6,375	2,210	2,210
4440 Telephone	1,301	900	880	660	660
4445 Printing	149	1,000	630	1,000	1,000
4450 Postage	1,817	1,880	-	2,000	2,000
4465 Special Dept Supplies	6,140	3,000	2,920	5,300	3,000
4470 Legal Advertising	552	2,000	785	1,500	2,000
4490 Training	731	1,285	3,240	500	500
4530 Special Equipment Maint	3,100	2,075	4,600	-	-
4650 Façade Improvement	25,000	48,805	25,000	-	-
<b>Total:</b>	<b>\$ 142,510</b>	<b>\$ 259,560</b>	<b>\$ 238,495</b>	<b>\$ 233,580</b>	<b>\$ 209,915</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

**ACCT.**

- 4216 Adjustment (-) reduced use of LA County for track map reviews.
- 4310 Adjustment (+) increase due to new or reallocated positions.
- 4320 Adjustment (+) increase due to new or reallocated positions.
- 4340 Adjustment (+) increase due to new or reallocated positions.
- 4350 Adjustment (+) increase due to new or reallocated positions.
- 4360 Adjustment (+) increase due to new or reallocated positions.
- 4405 Adjustment (+) increase due to new positions.
- 4420 Adjustment (+) increase due to new positions and need to provide training for staff to meet project needs.
- 4425 Adjustment (-) reduction based on staffing levels and membership needs.
- 4465 Adjustment (+) increase due to replacement of a printer and two chairs.
- 4470 Adjustment (-) reduction due to decreasing estimate based on actual money spent this budget year.
- 4490 Adjustment (-) reduction due to reallocation of money to Fares and Subsistence Account.
- 4650 Adjustment (-) reduction due to ongoing revision to program, which needs to be complete prior to allocating money for this account.

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014**

ACCT. NO.	DESCRIPTION	PLANNING
	<b>01-930-53</b>	
	<b>Personnel</b>	
	Salaries	
4117	Community Development Director (25%)	33,440
4118	Planning Manager (60%)	70,445
4119	Secretary (40%)	24,145
4148	Associate Planner (1)	73,395
4149	Associate Planner (2)	73,395
4116	Office Assistant (20%)	8,665
	<b>TOTAL</b>	<b>283,485</b>
4150	<b>Overtime</b> <i>These funds are used to pay for the Planning Secretary's attendance at all Planning Commission meetings. Additionally, this account would pay the two Associate Planners for their attendance at meetings.</i>	
	<b>TOTAL</b>	<b>4,000</b>
4161	<b>Part Time</b> Management Analyst (\$20.45/hr x 35hrs/wk x 52 wk/yr) Office Assistant (max. 3 hrs/day X 5 days x 52 wk X \$18.98/hr.)	37,220 14,805
	<b>TOTAL</b>	<b>52,025</b>
4216	<b>Contract Services - Public</b> <i>These funds are used to pay for LA County to plan check fees Tentative Tract &amp; Parcel Maps (reimbursable)</i>	
	<b>TOTAL</b>	<b>15,000</b>
4231	<b>Prv/Spc Contract Services</b> <i>These funds are used to pay for various on-call consultants, could include Architectural peer review, landscape Architecture peer review, signage consultant, General Planning/CEQA services, and grant application assistance</i> Consulting Project Manager	50,000 30,000
	<b>TOTAL</b>	<b>80,000</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>2,835</b>
4320	<b>Health Insurance</b> Medical, dental and vision	
	<b>TOTAL</b>	<b>36,690</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>54,590</b>
4350	<b>Medicare</b>	
	<b>TOTAL</b>	<b>4,865</b>

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014**

ACCT. NO.	DESCRIPTION	PLANNING
	<b>01-930-53</b>	
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>12,030</b>
4405	<b>Mileage Reimbursement</b>	
	Auto allowance per Contract Agreement for CD Director	1,800
	Staff use of personal vehicles for City business	300
	<b>TOTAL</b>	<b>2,100</b>
4410	<b>Meeting Expense</b>	
	<i>These funds are used to pay for various meetings, including public outreach for strategic plans and general plan update, luncheons and sessions which may be attended by Staff.</i>	400
	<b>TOTAL</b>	<b>400</b>
4415	<b>Vehicle Operation</b>	
	Fuel, Preventive Maintenance and Repair	500
	<b>TOTAL</b>	<b>500</b>
4420	<b>Fares &amp; Subsistence</b>	
	Planning Commissioners to attend conferences as approved by the Community Development Director (up to 3)	4,500
	Community Development Director attendance of League of Cities and APA Conferences	3,000
	Staff attendance at conferences as approved by the Director	3,900
	<i>Typical conferences include the Cal. Chapter of the American Planning Association in September or October, the League of Cal. Cities Planner's Institute in March, National American Planning Association Conference in April, The California Preservation Conference in May, and the League of California Cities Conference in September.</i>	
	<b>TOTAL</b>	<b>11,400</b>
4425	<b>Memberships/Subscriptions</b>	
	<i>Annual membership in the American Planning Association (APA) and American Institute of Certified Planners (AICP)</i>	
	Community Development Director (APA and AICP)	660
	Planning Manager (APA and AICP)	620
	Associate Planners (2)	680
	Planning Commissioners	250
	<b>TOTAL</b>	<b>2,210</b>
4440	<b>Telephone</b>	
	Cellular telephone for Community Development Director	660
	<b>TOTAL</b>	<b>660</b>
4445	<b>Printing</b>	
	Plotter Supplies	1,000
	<b>TOTAL</b>	<b>1,000</b>

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014**

ACCT. NO.	DESCRIPTION	PLANNING
<b>01-930-53</b>		
4450	<b>Postage</b> Business License renewals, notices, and licenses (est. of 1,850 mailings x 47 cents x 2) plus business license late notices.	2,000
	<b>TOTAL</b>	<b>2,000</b>
4465	<b>Special Department Supplies</b> Black and White Printer 500 Office Chairs / Other Supplies for new positions 1,800 Supplies used during the planning process 3,000	5,300
	<b>TOTAL</b>	<b>5,300</b>
4470	<b>Legal Advertising</b> Planning department legal notices on public hearing items	1,500
	<b>TOTAL</b>	<b>1,500</b>
4490	<b>Training</b> Staff Training (as approved by the Community Development Director) <i>Single full or partial day courses providing specialized training and information on new State Legislation, urban design, management seminars and similar focused sessions. Courses and seminars include those sponsored by APA, California Preservation Foundation, League of California Cities, and the University of California, UC Extension.</i>	500
	<b>TOTAL</b>	<b>500</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	PLANNING
	<b>01-930-53</b>	
	<b>Personnel</b>	
	Salaries	
4117	Community Development Director (25%)	34,095
4118	Planning Manager (60%)	71,825
4119	Secretary (40%)	24,620
4148	Associate Planner (1)	77,825
4149	Associate Planner (2)	77,825
4116	Office Assistant (20%)	9,190
	<b>TOTAL</b>	<b>295,380</b>
4150	<b>Overtime</b> <i>These funds are used to pay for the Planning Secretary's attendance at all Planning Commission meetings. Additionally, this account would pay the two Associate Planners for their attendance at meetings.</i>	
	<b>TOTAL</b>	<b>4,000</b>
4161	<b>Part Time</b> Management Analyst (\$21.68/hr x 35hrs/wk x 52 wk/yr) Office Assistant (max. 3 hrs/day X 5 days x 52 wk X \$19.35/hr.)	39,470 15,095
	<b>TOTAL</b>	<b>54,565</b>
4216	<b>Contract Services - Public</b> <i>These funds are used to pay for LA County to plan check fees Tentative Tract &amp; Parcel Maps (reimbursable)</i>	
	<b>TOTAL</b>	<b>15,000</b>
4231	<b>Prv/Spc Contract Services</b> <i>These funds are used to pay for various on-call consultants, could include Architectural peer review, landscape Architecture peer review, signage consultant, General Planning/CEQA services, and grant application assistance</i>	50,000
	<b>TOTAL</b>	<b>50,000</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>2,835</b>
4320	<b>Health Insurance</b> Medical, dental and vision	
	<b>TOTAL</b>	<b>40,835</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>57,045</b>
4350	<b>Medicare</b>	
	<b>TOTAL</b>	<b>5,075</b>

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

ACCT. NO.	DESCRIPTION	PLANNING
	<b>01-930-53</b>	
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>13,355</b>
4405	<b>Mileage Reimbursement</b>	
	Auto allowance per Contract Agreement for CD Director	1,800
	Staff use of personal vehicles for City business	300
	<b>TOTAL</b>	<b>2,100</b>
4410	<b>Meeting Expense</b>	
	<i>These funds are used to pay for various meetings, including public outreach for strategic plans and general plan update, luncheons and sessions which may be attended by Staff.</i>	400
	<b>TOTAL</b>	<b>400</b>
4415	<b>Vehicle Operation</b>	
	Fuel, Preventive Maintenance and Repair	500
	<b>TOTAL</b>	<b>500</b>
4420	<b>Fares &amp; Subsistence</b>	
	Planning Commissioners to attend conferences as approved by the Community Development Director (up to 3)	4,500
	Community Development Director attendance of League of Cities and APA Conferences	3,000
	Staff attendance at conferences as approved by the Director	3,900
	<i>Typical conferences include the Cal. Chapter of the American Planning Association in September or October, the League of Cal. Cities Planner's Institute in March, National American Planning Association Conference in April, The California Preservation Conference in May, and the League of California Cities Conference in September.</i>	
	<b>TOTAL</b>	<b>11,400</b>
4425	<b>Memberships/Subscriptions</b>	
	<i>Annual membership in the American Planning Association (APA) and American Institute of Certified Planners (AICP)</i>	
	Community Development Director (APA and AICP)	660
	Planning Manager (APA and AICP)	620
	Associate Planners (2)	680
	Planning Commissioners	250
	<b>TOTAL</b>	<b>2,210</b>
4440	<b>Telephone</b>	
	Cellular telephone for Community Development Director	660
	<b>TOTAL</b>	<b>660</b>
4445	<b>Printing</b>	
	Plotter Supplies	1,000
	<b>TOTAL</b>	<b>1,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	PLANNING
	<b>01-930-53</b>	
4450	<b>Postage</b> Business License renewals, notices, and licenses (est. of 1,850 mailings x 47 cents x 2) plus business license late notices.	2,000
	<b>TOTAL</b>	<b>2,000</b>
4465	<b>Special Department Supplies</b> Supplies used during the planning process	3,000
	<b>TOTAL</b>	<b>3,000</b>
4470	<b>Legal Advertising</b> Planning department legal notices on public hearing items	2,000
	<b>TOTAL</b>	<b>2,000</b>
4490	<b>Training</b> Staff Training (as approved by the Community Development Director)  <i>Single full or partial day courses providing specialized training and information on            new State Legislation, urban design, management seminars and similar focused            sessions. Courses and seminars include those sponsored by APA, California            Preservation Foundation, League of California Cities, and the University of California,            UC Extension.</i>	500
	<b>TOTAL</b>	<b>500</b>

## COMMUNITY DEVELOPMENT

Program: Building  
Account: 01-930-54

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2011-12	2012-13		2013-14	2014-15
Community Dev Director	0.15	0.15		0.20	0.20
Community Dev Manager 1/	0.20	0.15		0.00	0.00
Secretary - Comm. Dev 2/	0.10	0.10		0.60	0.60
Building/Housing Assistant	0.85	0.85		0.85	0.85
Building Inspector	0.80	0.80		0.80	0.80
Planning Manager	0.00	0.00		0.40	0.40
Office Assistant	0.00	0.00		0.20	0.20
Part-Time Positions 3/	0.15	0.15		0.04	0.04
<b>Total:</b>	<b>2.25</b>	<b>2.20</b>		<b>3.09</b>	<b>3.09</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Personnel Costs	187,157	137,160	137,160	233,220	240,565
Operating Expenses	210,719	262,280	270,725	301,955	308,775
<b>Total:</b>	<b>\$ 397,876</b>	<b>\$ 399,440</b>	<b>\$ 407,885</b>	<b>\$ 535,175</b>	<b>\$ 549,340</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
General Fund 4/	397,876	399,440	407,885	535,175	549,340
<b>Total:</b>	<b>\$ 397,876</b>	<b>\$ 399,440</b>	<b>\$ 407,885</b>	<b>\$ 535,175</b>	<b>\$ 549,340</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2013-14	2014-15
Permits issued	600	800
Inspections conducted	2,100	2,600
Building related inquiries resolved at public counter or via telephone/e-mail	1,040	8,000
Over the counter plan checks	40	150
Address changes processed	20	10

#### FOOTNOTES:

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

**COMMUNITY DEVELOPMENT**

Program: Building  
Account: 01-930-54

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4117 Community Dev Director	19,333	19,670	19,670	26,755	27,280
4118 Community Dev Manager	8,693	-	-	-	-
4118 Planning Manager	-	-	-	46,960	47,885
4119 Secretary - Comm. Dev	5,593	5,915	5,915	36,215	36,925
4120 Building/Housing Assistant	49,297	50,285	50,285	51,305	52,310
4131 Building Inspector	54,789	58,040	58,040	60,570	64,225
4116 Office Assistant	-	-	-	8,665	9,190
4150 Overtime	1,449	750	750	750	750
4161 Part Time	488	2,500	2,500	2,000	2,000
4190 Allocated Benefits	47,515	-	-	-	-
<b>Total:</b>	<b>\$ 187,157</b>	<b>\$ 137,160</b>	<b>\$ 137,160</b>	<b>\$ 233,220</b>	<b>\$ 240,565</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4213 LA CO - Bldg & Safety	114,585	120,000	69,850	25,000	25,000
4217 LA CO - Industrial Waste	14,758	15,000	10,730	15,000	15,000
4231 Prv/Spc Contract Services	78,835	65,000	128,210	160,000	160,000
4310 Optional Benefits Program	-	1,560	1,560	2,505	2,510
4320 Health Insurance	-	21,810	21,810	38,025	42,335
4340 PERS Retirement	-	29,790	29,790	45,130	46,635
4350 Medicare Tax	-	1,980	1,980	3,340	3,450
4360 Other Insurance	-	4,265	4,265	9,080	9,970
4415 Vehicle Operation	437	750	330	750	750
4425 Memberships/Subscriptions	315	275	670	275	275
4440 Telephone	368	350	310	350	350
4455 Uniforms	-	325	410	-	-
4465 Special Dept Supplies	321	175	130	500	500
4490 Training	1,100	1,000	680	2,000	2,000
<b>Total:</b>	<b>\$ 210,719</b>	<b>\$ 262,280</b>	<b>\$ 270,725</b>	<b>\$ 301,955</b>	<b>\$ 308,775</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

**ACCT.**

- 4213 Adjustment (-) reduction due to moving plan checks in-house.
- 4231 Adjustment (+) increase due to moving plan checks in-house.
- 4310 Adjustment (+) increase due to new or reallocated positions.
- 4320 Adjustment (+) increase due to new or reallocated positions.
- 4340 Adjustment (+) increase due to new or reallocated positions.
- 4350 Adjustment (+) increase due to new or reallocated positions.
- 4360 Adjustment (+) increase due to new or reallocated positions.
- 4455 Adjustment (-) reduction based on reallocation to Special Department Supplies Account.
- 4465 Adjustment (+) increase based on reallocation from Uniforms Account.
- 4490 Adjustment (+) increase due to staff certification needs.

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014**

ACCT. NO.	DESCRIPTION	BUILDING
	<b>01-930-54</b>	
	<b>Personnel</b>	
	Salaries	
4117	Community Development Director (20%)	26,755
4118	Planning Manager (40%)	46,960
4119	Secretary - Comm Dev (60%)	36,215
4120	Building/Housing Assistant (85%)	51,305
4131	Building Inspector (80%)	60,570
4116	Office Assistant (20%)	8,665
	<b>TOTAL</b>	<b>230,470</b>
4150	<b>Overtime</b>	750
	<b>TOTAL</b>	<b>750</b>
4161	<b>Part Time</b> Temporary vacation relief, emergency sick leave and Friday coverage for Building/Housing Assistant and Building Inspector.	
	<b>TOTAL</b>	<b>2,000</b>
4213	<b>LA Co - Bldg &amp; Safety</b> <i>The City has contracted with LACO DPW building division to perform building plan checks. These charges are reimbursable costs, therefore, the budgeted amount is offset by fees collected from applicants. The amount is being reduced by bring all plan checks in-house, which will provide greater customer service and better staff coordination.</i>	25,000
	<b>TOTAL</b>	<b>25,000</b>
4217	<b>LA Co - Industrial Waste</b> <i>This category covers the cost of industrial waste licensing inspections. Industrial waste fees have been adopted to offset these costs.</i>	15,000
	<b>TOTAL</b>	<b>15,000</b>
4231	<b>Prv/Spc Contract Services</b> <i>The City has contracted with Transtech to perform building plan checks which are offset by collected fees. The increase is due to bringing all plan checks in-house with contractor, Transtech Engineers, instead of sending them to LA County. Also provides for the City Engineer/Plan Checker to be available on-site 3 days a week. (Will be off</i>	160,000
	<b>TOTAL</b>	<b>160,000</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>2,505</b>
4320	<b>Health Insurance</b> Medical, dental and vision	
	<b>TOTAL</b>	<b>38,025</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>45,130</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	BUILDING
	01-930-54	
4350	<b>Medicare</b>	
		TOTAL 3,340
4360	<b>Other Insurance</b>	
		TOTAL 9,080
4415	<b>Vehicle Operation</b>	
	Fuel and Repairs for Building Inspector vehicle	750
		TOTAL 750
4425	<b>Membership/Subscriptions</b>	
	California Building Official /Inspector	275
		TOTAL 275
4440	<b>Telephone</b>	
	Cell phone for Building Inspector (will be transitioning to communication on radios)	350
		TOTAL 350
4465	<b>Special Department Supplies</b>	
	Address folders, tags for construction plan and miscellaneous building supplies	
		TOTAL 500
4490	<b>Training</b>	
	Certification and training for permit tech and building inspector	2,000
		TOTAL 2,000

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

ACCT. NO.	DESCRIPTION	BUILDING
	<b>01-930-54</b>	
	<b>Personnel</b>	
	Salaries	
4117	Community Development Director (20%)	27,280
4118	Planning Manager (40%)	47,885
4119	Secretary - Comm Dev (60%)	36,925
4120	Building/Housing Assistant (85%)	52,310
4131	Building Inspector (80%)	64,225
4116	Office Assistant (20%)	9,190
	<b>TOTAL</b>	<b>237,815</b>
4150	<b>Overtime</b>	750
	<b>TOTAL</b>	<b>750</b>
4161	<b>Part Time</b>	
	Temporary vacation relief, emergency sick leave and Friday coverage for Building/Housing Assistant and Building Inspector.	
	<b>TOTAL</b>	<b>2,000</b>
4213	<b>LA Co - Bldg &amp; Safety</b>	
	<i>The City has contracted with LACO DPW building division to perform building plan checks. These charges are reimbursable costs, therefore, the budgeted amount is offset by fees collected from applicants. The amount is being reduced by bring all plan checks in-house, which will provide greater customer service and better staff coordination.</i>	
	<b>TOTAL</b>	<b>25,000</b>
4217	<b>LA Co - Industrial Waste</b>	
	<i>This category covers the cost of industrial waste licensing inspections. Industrial waste fees have been adopted to offset these costs.</i>	
	<b>TOTAL</b>	<b>15,000</b>
4231	<b>Prv/Spc Contract Services</b>	
	<i>The City has contracted with Transtech to perform building plan checks which are offset by collected fees. The increase is due to bringing all plan checks in-house with contractor, Transtech Engineers, instead of sending them to LA County. Also provides for the City Engineer/Plan Checker to be available on-site 3 days a week. (Will be offset by Building Plan Check Revenue)</i>	
	<b>TOTAL</b>	<b>160,000</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>2,510</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>42,335</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>46,635</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	BUILDING
	<b>01-930-54</b>	
4350	<b>Medicare</b>	
		TOTAL 3,450
4360	<b>Other Insurance</b>	
		TOTAL 9,970
4415	<b>Vehicle Operation</b>	
	Fuel and Repairs for Building Inspector vehicle	750
		TOTAL 750
4425	<b>Membership/Subscriptions</b>	
	California Building Official /Inspector	275
		TOTAL 275
4440	<b>Telephone</b>	
	Cell phone for Building Inspector (will be transitioning to communication on radios)	350
		TOTAL 350
4465	<b>Special Department Supplies</b>	
	Address folders, tags for construction plan and miscellaneous building supplies	
		TOTAL 500
4490	<b>Training</b>	
	Certification and training for permit tech and building inspector	2,000
		TOTAL 2,000

## COMMUNITY DEVELOPMENT

Program: Housing  
Account: 01-930-55

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2011-12	2012-13		2013-14	2014-15
Accountant	0.15	0.15		0.00	0.00
Community Dev Director 1/	0.05	0.05		0.05	0.05
Comm Dev Manager 2/	0.00	0.00		0.00	0.00
Secretary - Comm Dev 3/	0.10	0.10		0.00	0.00
Building/Housing Asst	0.15	0.15		0.15	0.15
Building Inspector	0.20	0.20		0.20	0.20
Associate Planner 4/	0.00	0.00		0.00	0.00
<b>Total:</b>	<b>0.65</b>	<b>0.65</b>		<b>0.40</b>	<b>0.40</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Personnel Costs	60,680	47,535	47,535	30,885	32,105
Operating Expenses	68,526	559,510	297,200	138,615	139,580
<b>Total:</b>	<b>\$ 129,206</b>	<b>\$ 607,045</b>	<b>\$ 344,735</b>	<b>\$ 169,500</b>	<b>\$ 171,685</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
General Fund 5/	86,459	203,795	103,445	44,500	46,685
CDBG 6/	21,381	299,015	137,055	125,000	125,000
EECBG 7/	21,366	104,235	104,235	-	-
<b>Total:</b>	<b>\$ 129,206</b>	<b>\$ 607,045</b>	<b>\$ 344,735</b>	<b>\$ 169,500</b>	<b>\$ 171,685</b>

### KEY PROGRAM GOALS

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

### KEY WORKLOAD MEASURES

	ADOPTED 2013-14	PROPOSED 2014-15
Home Improvement Project loans administered.	10	10
Brush with Kindness grants administered.	5	0
EECBG grants administered.	20	10

#### FOOTNOTES:

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

5/ Former CRA reimbursement - TBD.

6/ Costs for implementing Housing programs will be reimbursed by CDBG (Community Development Block Grant) funds - TBD.

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

**COMMUNITY DEVELOPMENT**

Program:           Housing  
Account:           01-930-55

**EXPENDITURE DETAIL**

<b>PERSONNEL</b>	<i>ACTUAL</i> <b>2011-12</b>	<i>ADOPTED</i> <b>2012-13</b>	<i>ESTIMATED</i> <b>2012-13</b>	<i>ADOPTED</i> <b>2013-14</b>	<i>PROPOSED</i> <b>2014-15</b>
<b>ACCT.</b>					
4114 Accountant	11,436	11,675	11,675	-	-
4117 Community Dev Director	6,445	6,560	6,560	6,690	6,820
4119 Secretary - Comm Dev	5,593	5,915	5,915	-	-
4120 Building/Housing Asst	8,699	8,875	8,875	9,055	9,230
4131 Building Inspector	13,620	14,510	14,510	15,140	16,055
4190 Allocated Benefits	14,887	-	-	-	-
<b>Total:</b>	<b>\$ 60,680</b>	<b>\$ 47,535</b>	<b>\$ 47,535</b>	<b>\$ 30,885</b>	<b>\$ 32,105</b>

<b>OPERATING EXPENSES</b>	<i>ACTUAL</i> <b>2011-12</b>	<i>ADOPTED</i> <b>2012-13</b>	<i>ESTIMATED</i> <b>2012-13</b>	<i>ADOPTED</i> <b>2013-14</b>	<i>PROPOSED</i> <b>2014-15</b>
<b>ACCT.</b>					
4231 Prv/Spc Contract Services	25,758	100,000	105,210	25,000	25,000
4310 Optional Benefits Program	-	535	535	330	330
4320 Health Insurance	-	6,620	6,620	5,010	5,575
4340 PERS Retirement	-	10,560	10,560	6,270	6,530
4350 Medicare Tax	-	700	700	450	465
4360 Other Insurance	-	1,495	1,495	1,205	1,330
4405 Mileage Reimbursement	21	50	-	50	50
4410 Meeting Expense	-	100	-	100	100
4465 Special Dept Supplies	-	200	-	200	200
4930 Housing Rehab Loans	-	299,015	31,845	100,000	100,000
4934 Brush with Kindness	-	36,000	36,000	-	-
4935 Grant Expense	21,381	-	-	-	-
4936 EECBG Grant Expense	21,366	104,235	104,235	-	-
<b>Total:</b>	<b>\$ 68,526</b>	<b>\$ 559,510</b>	<b>\$ 297,200</b>	<b>\$ 138,615</b>	<b>\$ 139,580</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

**ACCT.**

- 4231 Adjustment (-) the unallocated reserves will be encumbered before June 30, 2013
- 4310 Adjustment (+) increase due to new or reallocated positions.
- 4320 Adjustment (+) increase due to new or reallocated positions.
- 4340 Adjustment (+) increase due to new or reallocated positions.
- 4350 Adjustment (+) increase due to new or reallocated positions.
- 4360 Adjustment (+) increase due to new or reallocated positions.
- 4934 Adjustment (-) the program has only been authorized for one year.
- 4936 Adjustment (-) the EECBG funds have been expended.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	HOUSING
	<b>01-930-55</b>	
	<b>Personnel</b>	
	Salaries	
4117	Community Development Director (5%)	6,690
4120	Building/Housing Assistant (15%)	9,055
4131	Building Inspector (20%)	15,140
	<b>TOTAL</b>	<b>30,885</b>
4231	<b>Prv/Spc Contract Services</b> <span style="float: right;"><b>C14-05</b></span>	
	Lead-Based Paint Abatement and Asbestos Testing & Removal (CDBG Funding). Total allocation for this program is \$25,000 (\$20,000 for Contract Services and \$5,000 for Program Administration)	25,000
	<b>TOTAL</b>	<b>25,000</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>330</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>5,010</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>6,270</b>
4350	<b>Medicare</b>	
	<b>TOTAL</b>	<b>450</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>1,205</b>
4405	<b>Mileage Reimbursement</b>	
	<b>TOTAL</b>	<b>50</b>
4410	<b>Meeting Expense</b>	
	<b>TOTAL</b>	<b>100</b>
4465	<b>Special Department Supplies</b>	
	Film, photos and developing, vellum, tracing paper, markers, lettering, tape, foam, transparencies, core boards, microfiche supplies, etc.	
	<b>TOTAL</b>	<b>200</b>

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2013-2014

ACCT. NO.	DESCRIPTION	HOUSING
01-930-55		
4930	<p><b>Housing Rehab Loans</b> <span style="float: right;"><b>C14-03</b></span></p> <p>This category provides funds for major rehabilitation projects which are funded by a loan to the homeowner . Individual loans may not exceed \$25,000 however, no payment is required until the the property is sold or there is a change of title. During the FY 2013-2014, it is anticipated that 4 homeowner rehabilitation projects will be funded by CDBG</p> <p>Total allocation for this program is \$100,000 (\$80,000 for Contract Services and \$20,000 for Program Administration)</p>	
	<b>TOTAL</b>	<b>100,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	HOUSING
	<b>01-930-55</b>	
	<b>Personnel</b>	
	Salaries	
4117	Community Development Director (5%)	6,820
4120	Building/Housing Assistant (15%)	9,230
4131	Building Inspector (20%)	16,055
	<b>TOTAL</b>	<b>32,105</b>
4231	<b>Prv/Spc Contract Services</b> <span style="float: right;"><b>C15-05</b></span>	
	Lead-Based Paint Abatement and Asbestos Testing & Removal (CDBG Funding). Total allocation for this program is \$25,000 (\$20,000 for Contract Services and \$5,000 for Program Administration)	25,000
	<b>TOTAL</b>	<b>25,000</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>330</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>5,575</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>6,530</b>
4350	<b>Medicare</b>	
	<b>TOTAL</b>	<b>465</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>1,330</b>
4405	<b>Mileage Reimbursement</b>	
	<b>TOTAL</b>	<b>50</b>
4410	<b>Meeting Expense</b>	
	<b>TOTAL</b>	<b>100</b>
4465	<b>Special Department Supplies</b>	
	Film, photos and developing, vellum, tracing paper, markers, lettering, tape, foam, transparencies, core boards, microfiche supplies, etc.	
	<b>TOTAL</b>	<b>200</b>

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

ACCT. NO.	DESCRIPTION	HOUSING
01-930-55		HOUSING
4930	<p><b>Housing Rehab Loans</b> <span style="float: right;"><b>C15-03</b></span></p> <p>This category provides funds for major rehabilitation projects which are funded by a loan to the homeowner . Individual loans may not exceed \$25,000 however, no payment is required until the the property is sold or there is a change of title. During the FY 2014-2015, it is anticipated that 4 homeowner rehabilitation projects will be funded by CDBG</p> <p>Total allocation for this program is \$100,000 (\$80,000 for Contract Services and \$20,000 for Program Administration)</p>	
	<b>TOTAL</b>	<b>100,000</b>

# PUBLIC SAFETY

**Program 61: Law Enforcement**

General law and traffic enforcement.

**Program 62: Traffic Engineering**

Vehicular traffic impact analysis & related svcs.

**Program 63: Animal Control**

Animal regulation, licensing, and enforcement.

**Program 64: Emergency Services**

Emergency response planning and facilities.

**Program 65: Community Preservation**

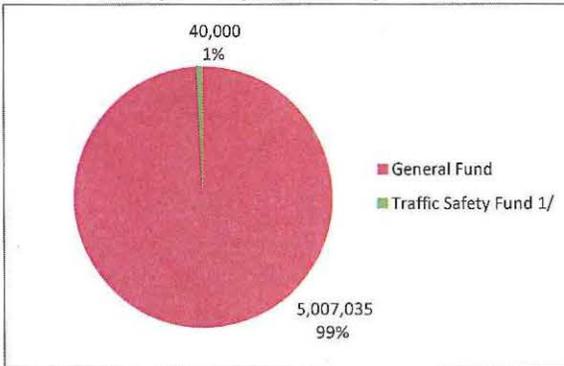
Code enforcement and compliance services.

**Program 67: Parking Administration**

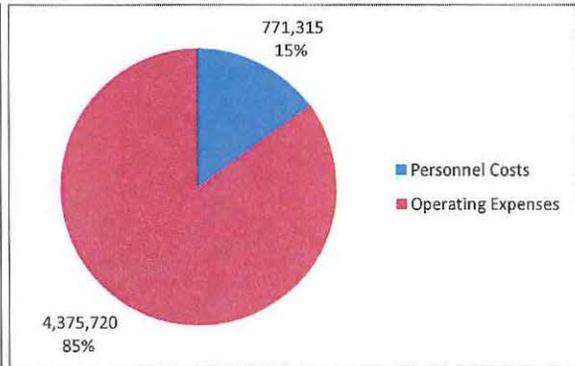
Parking permits and enforcement.

## DEPARTMENT SUMMARY

FY 2013-14: Adopted Program Financing



FY 2013-14: Adopted Resources Allocated



	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15
<b>RESOURCES ALLOCATED</b>					
Personnel Costs	783,445	747,960	758,230	771,315	792,105
Operating Expenses	3,807,752	4,371,600	4,385,290	4,375,720	3,965,810
<b>Total:</b>	<b>\$ 4,591,197</b>	<b>\$ 5,119,560</b>	<b>\$ 5,143,520</b>	<b>\$ 5,147,035</b>	<b>\$ 4,757,915</b>
<b>PROGRAM FINANCING</b>					
General Fund	4,441,197	4,969,560	4,993,520	5,007,035	4,607,915
Traffic Safety Fund 1/	50,000	40,000	40,000	40,000	40,000
State COPS Grant Fund 2/	100,000	100,000	100,000	100,000	100,000
State OTS Grant Fund 3/	-	10,000	10,000	-	10,000
JAG Formula Fund	-	-	-	-	-
<b>Total:</b>	<b>\$ 4,591,197</b>	<b>\$ 5,119,560</b>	<b>\$ 5,143,520</b>	<b>\$ 5,147,035</b>	<b>\$ 4,757,915</b>
<b>PERSONNEL (FTE)</b>					
	10.72	13.06		12.51	12.51
<b>Total:</b>	<b>10.72</b>	<b>13.06</b>		<b>12.51</b>	<b>12.51</b>

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## COMMUNITY DEVELOPMENT

Program: Law Enforcement  
Account: 01-950-61

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2011-12	2012-13		2013-14	2014-15
Community Development Director	0.10	0.10		0.10	0.10
Secretary - Public Works	0.10	0.10		0.00	0.00
Office Assistant	0.00	0.10		0.00	0.00
Public Safety Supervisor	0.20	0.20		0.20	0.20
Public Safety & Services Manager	0.00	0.00		0.20	0.20
Management Analyst	0.00	0.00		0.20	0.20
Part-Time Positions	0.00	0.00		1.38	1.38
<b>Total:</b>	<b>0.40</b>	<b>0.50</b>		<b>2.08</b>	<b>2.08</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Personnel Costs	44,882	40,045	40,485	132,435	136,975
Operating Expenses	3,345,324	3,796,675	3,795,935	3,806,860	3,406,385
<b>Total:</b>	<b>\$ 3,390,206</b>	<b>\$ 3,836,720</b>	<b>\$ 3,836,420</b>	<b>\$ 3,939,295</b>	<b>\$ 3,543,360</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
General Fund	3,240,206	3,686,720	3,686,420	3,799,295	3,393,360
Traffic Safety Fund 1/	50,000	40,000	40,000	40,000	40,000
State COPS Grant Fund 2/	100,000	100,000	100,000	100,000	100,000
State OTS Grant Fund 3/	-	10,000	10,000	-	10,000
<b>Total:</b>	<b>\$ 3,390,206</b>	<b>\$ 3,836,720</b>	<b>\$ 3,836,420</b>	<b>\$ 3,939,295</b>	<b>\$ 3,543,360</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2013-14	2014-15
Number of neighborhood watch meetings hosted.	24	12
Number of business watch meetings hosted.	12	4
Number of special enforcement operations.	36	40
Number of Law Enforcement Summary Meetings.	12	12
Report of Crime reduction and response times 4/.	--	12
Supplemental grant funds applied for by city staff.	--	2

### FOOTNOTES:

- 1/ Funds School Crossing Guard Program and a portion of the Motorcycle Deputy.
- 2/ Citizen's Option for Public Safety (COPS) grant funds availability determined year to year.
- 3/ Office of Traffic Safety (OTS) funds for the Every 15 Minutes program are available every 2 years.
- 4/ Statistics will be provided upon completion of the Public Safety Strategic Plan.

**COMMUNITY DEVELOPMENT**

Program: Law Enforcement  
Account: 01-950-61

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4117 Community Development Director	12,888	13,115	13,115	13,375	13,640
4116 Office Assistant	-	4,110	4,110	-	-
4130 Secretary-Public Works	5,220	5,625	5,625	-	-
4132 Public Safety Supervisor	16,252	17,195	17,195	18,255	22,160
4135 Public Safety & Services Manager	-	-	-	20,900	19,355
4174 Management Analyst	-	-	-	8,505	9,020
4161 Part Time	-	-	440	71,400	72,800
4190 Allocated Benefits	10,522	-	-	-	-
<b>Total:</b>	<b>\$ 44,882</b>	<b>\$ 40,045</b>	<b>\$ 40,485</b>	<b>\$ 132,435</b>	<b>\$ 136,975</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4231 Prv/Spc Contract Services	71,511	75,000	75,000	77,225	75,000
4249 OTS Grant Expense	-	10,000	-	-	10,000
4310 Optional Benefits Program	-	410	410	575	575
4320 Health Insurance	-	5,910	5,910	9,215	10,255
4340 PERS Retirement	-	9,115	9,115	11,790	12,420
4350 Medicare Tax	-	605	605	1,920	1,985
4360 Other Insurance	-	1,235	1,235	3,555	4,035
4410 Meeting Expense	4,256	3,600	3,600	3,600	3,600
4440 Telephone	1,259	900	900	900	900
4465 Special Dept. Supplies	767	1,000	1,500	1,500	1,000
4530 Special Equipment Maintenance	518	785	785	785	700
4640 Special Events	16,008	2,000	2,000	6,500	6,500
4710 General Law Enforcement	1,953,422	2,333,270	2,333,270	2,527,600	2,157,965
4730 Law Enf. - Special Services	17,665	22,400	23,075	34,795	34,795
4740 Prisoner Care	3,377	3,500	8,000	7,000	2,000
4750 Traffic Law Enforcement	1,007,951	1,076,655	1,076,655	1,108,900	1,076,655
4770 Motorcycle Deputies	257,610	242,375	242,375	-	-
4790 Business License Enforcement	8,650	5,000	7,000	7,000	5,000
4795 Misc. Law Enforcement Activities	2,330	2,915	4,500	4,000	3,000
<b>Total:</b>	<b>\$ 3,345,324</b>	<b>\$ 3,796,675</b>	<b>\$ 3,795,935</b>	<b>\$ 3,806,860</b>	<b>\$ 3,406,385</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

**ACCT.**

- 4161 Increase of 70K due to the addition of the Park Patrol program into the Public Safety Division.
- 4249 100% decrease due to the "Every 15 Minute" program occurring every two years.
- 4465 50% increase due to increase in costs required to keep PCO equipped with updated materials.
- 4740 100% increase due to increased arrests and subsequent cost of caring for the prisoners resulting from said arrests.
- 4790 40% increase due to increase in number of businesses opening within the City that require LASD background inspections.
- 4795 37% increase due to increase in costs resulting from: Neighborhood Watch, Business Watch, and National Night Out.

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014**

ACCT. NO.	DESCRIPTION	LAW ENFORCEMENT
	<b>01-950-61</b>	
	<b>Personnel</b>	
	Salaries	
4117	Community Development Director (10%)	13,375
4132	Public Safety Supervisor (20%)	18,255
4135	Public Safety & Services Manager (20%)	20,900
4174	Management Analyst (20%)	8,505
	<b>TOTAL</b>	<b>61,035</b>
4166	<b>Part Time</b>	
	Park Patrol Officer (2 Positions)	
	<b>TOTAL</b>	<b>71,400</b>
4231	<b>Private/Special Contract Services</b>	
	School Crossing Guard Program	77,225
	180 school days x 29.5 hours x \$14.12/h (\$40,000 Funded with Traffic Safety Funds)	
	Consultant for Public Safety Contract	-
	<b>TOTAL</b>	<b>77,225</b>
4249	<b>OTS Grant Expense</b>	
	Every 15 Minutes Program at Temple City H.S.	-
	<b>TOTAL</b>	<b>-</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>575</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>9,215</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>11,790</b>
4350	<b>Medicare Tax</b>	
	<b>TOTAL</b>	<b>1,920</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>3,555</b>
4410	<b>Meeting Expense</b>	
	Monthly Sheriff's personnel/City officials meeting	3,600
	<b>TOTAL</b>	<b>3,600</b>
4440	<b>Telephone</b>	
	Monthly iPhone service charge = \$75 x 12	900
	<b>TOTAL</b>	<b>900</b>

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014**

ACCT. NO.	DESCRIPTION	LAW ENFORCEMENT
	<b>01-950-61</b>	
4465	<b>Special Department Supplies</b> Office supplies Neighborhood Watch decals Crime prevention videos, publications and promotional give-a-ways Traffic safety coloring books, bicycle safety helmets, and misc. safety items	<b>TOTAL 1,500</b>
4530	<b>Special Equipment Maintenance</b> Mobile radar/lidar unit scheduled calibration & maint & repairs S.M.A.R.T unit preventive maintenance and repairs Annual maintenance for sheriff's bicycles	<b>TOTAL 785</b>
4640	<b>Special Events</b> Neighborhood Watch, Business Watch, National Night Out - Refreshments, give-aways, entertainment, literature	<b>TOTAL 6,500</b>
4710	<b>General Law Enforcement</b>  Four general law enforcement units (56 hours per week (AM/PM/EM) @ \$369,650 per unit x 4 (includes 4% liability insurance) <span style="float: right;">1,478,600</span>  One general law enforcement unit (40 hours per week (AM/PM/EM) @ \$264,000 per unit (includes 4% liability insurance) <span style="float: right;">264,000</span>  Three Dedicated Deputies (40 hours per week) @ \$220,000 per unit x 3 (includes 4% liability insurance) <span style="float: right;">660,000</span>  One Dedicated Traffic Motor Officer (6 Months) <span style="float: right;">125,000</span>  One Service Area Sergeant (No Charge) <span style="float: right;">-</span>	<b>TOTAL 2,527,600</b>
4730	<b>Law Enforcement - Special Services</b>  Camellia Festival patrol services <span style="float: right;">16,150</span> 65 deputy hours @ \$88.00/hour (generalist - time and one half rate)  16 sergeant hours @ \$102.00/hour (sergeant - time and one half rate)  Camellia Parade Traffic Control 100 deputy hours @ \$88.00/hour (generalist - time and one half rate)  Christmas Parade <span style="float: right;">1,760</span> 20 deputy hours @ \$88.00/hour (generalist - time and one half rate)	

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014**

ACCT. NO.	DESCRIPTION	LAW ENFORCEMENT
	<b>01-950-61</b>	
4730	<p>Christmas Holiday Patrol 20 deputy hours @ \$88.00/hour (generalist - time and one half rate)</p> <p>4th of July Patrol 16 deputy hours @ \$88.00/hour (generalist - time and one half rate)</p> <p>Attend Council Meetings 80 hours @ \$88.00/hour (generalist - time and one half rate) (time and one half rates includes 4% liability insurance)</p> <p>Bike Event</p> <p>Halloween Event at Live Oak Park</p> <p>Teen Dance Event at Live Oak Park (4 times per year)</p>	<p>1,760</p> <p>1,410</p> <p>7,040</p> <p>4,000</p> <p>705</p> <p>1,970</p>
	<b>TOTAL</b>	<b>34,795</b>
4740	<p><b>Prisoner Care</b> Subsistence for persons in custody at Temple Sheriff's Station arrested pursuant to TCMC violations</p>	<b>7,000</b>
4750	<p><b>Traffic Law Enforcement</b> Three traffic law enforcement units (56 hours per week AM/PM/EM) @ \$369,633 per unit x 3 (includes 4% liability insurance)</p>	<b>1,108,900</b>
4790	<p><b>Business License Enforcement</b> Use Live Scan (\$5,000)</p>	<b>7,000</b>
4795	<p><b>Miscellaneous Law Enforcement Activities</b> Equipment, training and others as needed</p>	<b>4,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	LAW ENFORCEMENT
	<b>01-950-61</b>	
	<b>Personnel</b>	
	Salaries	
4117	Community Development Director (10%)	13,640
4135	Public Safety & Services Manager (20%)	22,160
4132	Public Safety Supervisor (20%)	19,355
4174	Management Analyst (20%)	9,020
	<b>TOTAL</b>	<b>64,175</b>
4166	<b>Part Time</b>	
	Park Patrol Officer (2 Positions)	
	<b>TOTAL</b>	<b>72,800</b>
4231	<b>Private/Special Contract Services</b>	
	School Crossing Guard Program	
	180 school days x 29.5 hours x \$14.12 per hr	
	(\$40,000 Funded with Traffic Safety Funds)	
	<b>TOTAL</b>	<b>75,000</b>
4249	<b>OTS Grant Expense</b>	
	Every 15 Minutes Program at Temple City H.S.	10,000
	<b>TOTAL</b>	<b>10,000</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>575</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>10,255</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>12,420</b>
4350	<b>Medicare Tax</b>	
	<b>TOTAL</b>	<b>1,985</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>4,035</b>
4410	<b>Meeting Expense</b>	
	Monthly Sheriff's personnel/City officials meeting	3,600
	<b>TOTAL</b>	<b>3,600</b>
4440	<b>Telephone</b>	
	Monthly iPhone service charge = \$75 x 12	900
	<b>TOTAL</b>	<b>900</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	LAW ENFORCEMENT
	<b>01-950-61</b>	
4465	<b>Special Department Supplies</b>	
	Office supplies	250
	Neighborhood Watch decals	250
	Crime prevention videos, publications and promotional give-a-ways	250
	Traffic safety coloring books, bicycle safety helmets, and misc. safety items	250
	<b>TOTAL</b>	<b>1,000</b>
4530	<b>Special Equipment Maintenance</b>	
	Mobile radar/lidar unit scheduled calibration & maint & repairs	500
	S.M.A.R.T unit preventive maintenance and repairs	100
	Annual maintenance for sheriff's bicycles	100
	<b>TOTAL</b>	<b>700</b>
4640	<b>Special Events</b>	
	Neighborhood Watch, Business Watch, National Night Out - Refreshments, give-aways, entertainment, literature	
	<b>TOTAL</b>	<b>6,500</b>
4710	<b>General Law Enforcement</b>	
	Four general law enforcement units (56 hours per week (AM/PM/EM) @ \$358,885 per unit x 4 (includes 4% liability insurance)	1,435,540
	One general law enforcement unit (40 hours per week (AM/PM/EM) @ \$256,345 per unit (includes 4% liability insurance)	256,345
	Two Dedicated Deputies (40 hours per week) @ \$233,040 per unit x 2 (includes 4% liability insurance)	466,080
	One Service Area Sergeant (No Charge)	-
	<b>TOTAL</b>	<b>2,157,965</b>
4730	<b>Law Enforcement - Special Services</b>	
	Camellia Festival patrol services	16,150
	65 deputy hours @ \$88.00/hour (generalist - time and one half rate)	
	16 sergeant hours @ \$102.00/hour (sergeant - time and one half rate)	
	Camellia Parade Traffic Control	
	100 deputy hours @ \$88.00/hour (generalist - time and one half rate)	
	Christmas Parade	1,760
	20 deputy hours @ \$88.00/hour (generalist - time and one half rate)	

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

ACCT. NO.	DESCRIPTION	LAW ENFORCEMENT
	<b>01-950-61</b>	
4730	<p>Christmas Holiday Patrol 20 deputy hours @ \$88.00/hour (generalist - time and one half rate)</p> <p>4th of July Patrol 16 deputy hours @ \$88.00/hour (generalist - time and one half rate)</p> <p>Attend Council Meetings 80 hours @ \$88.00/hour (generalist - time and one half rate) (time and one half rates includes 4% liability insurance)</p> <p>Bike Event</p> <p>Halloween Event at Live Oak Park</p> <p>Teen Dance Event at Live Oak Park (4 times per year)</p>	<p>1,760</p> <p>1,410</p> <p>7,040</p> <p>4,000</p> <p>705</p> <p>1,970</p>
	<b>TOTAL</b>	<b>34,795</b>
4740	<p><b>Prisoner Care</b> Subsistence for persons in custody at Temple Sheriff's Station arrested pursuant to TCMC violations</p>	<b>2,000</b>
4750	<p><b>Traffic Law Enforcement</b> Three traffic law enforcement units (56 hours per week AM/PM/EM) @ \$358,885 per unit x 3 (includes 4% liability insurance)</p>	<b>1,076,655</b>
4790	<p><b>Business License Enforcement</b> Use Live Scan (\$5,000)</p>	<b>5,000</b>
4795	<p><b>Miscellaneous Law Enforcement Activities</b> Equipment, training and others as needed</p>	<b>3,000</b>

**COMMUNITY DEVELOPMENT**

Program: Traffic Engineering  
 Account: 01-950-62

**STATEMENT OF PURPOSE**

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2011-12	2012-13		2013-14	2014-15
	0.00	0.00		0.00	0.00
<b>Total:</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>	<b>0.00</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Personnel Costs 1/	-	-	-	-	-
Operating Expenses	8,840	8,280	3,600	8,280	8,280
<b>Total:</b>	<b>\$ 8,840</b>	<b>\$ 8,280</b>	<b>\$ 3,600</b>	<b>\$ 8,280</b>	<b>\$ 8,280</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2009-10	2010-11	2011-12	2011-12	2012-13
General Fund	8,840	8,280	3,600	8,280	8,280
<b>Total:</b>	<b>\$ 8,840</b>	<b>\$ 8,280</b>	<b>\$ 3,600</b>	<b>\$ 8,280</b>	<b>\$ 8,280</b>

**KEY PROGRAM GOALS**

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2013-14	2014-15
Number of projects reviewed.	6	50
Attend Public Safety Commission Meetings.	4	5
Attend Planning Commission Meetings.	3	3
Attend Rosemead Boulevard Project Meetings.	15	5
Attend Las Tunas Drive Project Meetings.	--	12

**FOOTNOTES:**

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

**COMMUNITY DEVELOPMENT**

Program: Traffic Engineering  
 Account: 01-950-62

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
ACCT.	-	-	-	-	-
<b>Total:</b>	<b>\$ -</b>				

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
ACCT.					
4236 Traffic Engineering	8,840	5,680	3,000	5,680	5,680
4237 Traffic Surveys	-	2,500	500	2,500	2,500
4465 Special Dept Supplies	-	100	100	100	100
	<b>\$ 8,840</b>	<b>\$ 8,280</b>	<b>\$ 3,600</b>	<b>\$ 8,280</b>	<b>\$ 8,280</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and proposed FY 2013-14 budgets.*

ACCT.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION		
	01-950-62		TRAFFIC ENGINEERING
4236	<b>Traffic Engineering</b> Special projects	TOTAL	5,680
4237	<b>Traffic Surveys</b> Traffic surveys and counts (estimated)	TOTAL	2,500
4465	<b>Special Department Supplies</b> General office supplies	TOTAL	100

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	TRAFFIC ENGINEERING
	<b>01-950-62</b>	
4236	<b>Traffic Engineering</b> Special projects (\$80 per hour x 75 hours)	5,680
	<b>TOTAL</b>	<b>5,680</b>
4237	<b>Traffic Surveys</b> Traffic surveys and counts (estimated)	
	<b>TOTAL</b>	<b>2,500</b>
4465	<b>Special Department Supplies</b> General office supplies	
	<b>TOTAL</b>	<b>100</b>

**COMMUNITY DEVELOPMENT**

Program: Animal Control  
 Account: 01-950-63

**STATEMENT OF PURPOSE**

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

<b>STAFFING SUMMARY (FTEs)</b>	<b>ACTUAL</b>	<b>ADOPTED</b>		<b>ADOPTED</b>	<b>PROPOSED</b>
	<b>2011-12</b>	<b>2012-13</b>		<b>2013-14</b>	<b>2014-15</b>
Public Safety & Services Manager	0.00	0.00		0.10	0.10
Secretary - Public Works	0.35	0.35		0.25	0.25
Office Assistant	0.00	0.05		0.20	0.20
Public Safety Supervisor	0.10	0.10		0.00	0.00
Animal Control Officer	1.00	0.00		0.00	0.00
Management Analyst	0.00	0.00		0.10	0.10
Part-Time Positions	0.23	0.23		0.00	0.00
<b>Total:</b>	<b>1.68</b>	<b>0.73</b>		<b>0.65</b>	<b>0.65</b>

<b>BUDGET SUMMARY</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>ESTIMATED</b>	<b>ADOPTED</b>	<b>PROPOSED</b>
	<b>2011-12</b>	<b>2012-13</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
Personnel Costs	101,335	30,345	30,345	38,455	40,160
Operating Expenses	136,949	158,805	158,300	161,160	162,725
<b>Total:</b>	<b>\$ 238,284</b>	<b>\$ 189,150</b>	<b>\$ 188,645</b>	<b>\$ 199,615</b>	<b>\$ 202,885</b>

<b>FUNDING SOURCES</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>ESTIMATED</b>	<b>ADOPTED</b>	<b>PROPOSED</b>
	<b>2011-12</b>	<b>2012-13</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
General Fund	238,284	189,150	188,645	199,615	202,885
<b>Total:</b>	<b>\$ 238,284</b>	<b>\$ 189,150</b>	<b>\$ 188,645</b>	<b>\$ 199,615</b>	<b>\$ 202,885</b>

**KEY PROGRAM GOALS**

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

<b>KEY WORKLOAD MEASURES</b>	<b>ADOPTED</b>	<b>PROPOSED</b>
	<b>2013-14</b>	<b>2014-15</b>
Number of dog licenses issued.	2,900	2,900
Number of live animals impounded.	300	700
Number of deceased animals removed.	200	300

**COMMUNITY DEVELOPMENT**

Program: Animal Control  
Account: 01-950-63

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4116 Office Assistant	-	2,055	2,055	8,665	9,190
4130 Secretary-Public Works	19,125	19,690	19,690	15,085	15,380
4132 Public Safety Supervisor	8,126	8,600	8,600	-	-
4135 Public Safety & Services Manager	-	-	-	10,450	11,080
4134 Animal Control Officer	41,841	-	-	-	-
4174 Management Analyst	-	-	-	4,255	4,510
4161 Part Time	192	-	-	-	-
4190 Allocated Benefits	32,051	-	-	-	-
<b>Total:</b>	<b>\$ 101,335</b>	<b>\$ 30,345</b>	<b>\$ 30,345</b>	<b>\$ 38,455</b>	<b>\$ 40,160</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4214 Animal Control - SGVHS	129,711	137,655	137,655	135,000	135,000
4310 Optional Benefits Program	-	410	410	535	535
4320 Health Insurance	-	5,555	5,555	8,130	9,045
4340 PERS Retirement	-	6,620	6,620	8,095	8,450
4350 Medicare Tax	-	440	440	560	580
4360 Other Insurance	-	1,010	1,010	1,725	1,920
4415 Vehicle Operation	887	345	350	345	345
4425 Memberships/Subscriptions	205	-	-	-	-
4440 Telephone	368	-	60	-	-
4450 Postage	2,000	1,000	1,000	1,000	1,000
4455 Uniforms	401	-	-	-	-
4465 Special Dept. Supplies	622	3,000	2,500	3,000	3,000
4490 Training	170	-	-	-	-
4530 Special Equipment Maintenance	2,552	2,620	2,700	2,620	2,700
4640 Special Events	33	150	-	150	150
<b>Total:</b>	<b>\$ 136,949</b>	<b>\$ 158,805</b>	<b>\$ 158,300</b>	<b>\$ 161,160</b>	<b>\$ 162,725</b>

**ACCOUNT MODIFICATIONS**

Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.

**ACCT.**

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	ANIMAL CONTROL
	<b>01-950-63</b>	
	<b>Personnel</b>	
	Salaries	
4116	Office Assistant (20%)	8,665
4130	Secretary - Public Works (25%)	15,085
4135	Public Safety & Services Manager (10%)	10,450
4174	Management Analyst (10%)	4,255
	<b>TOTAL</b>	<b>38,455</b>
4214	<b>Animal Control</b>	
	San Gabriel Valley Humane Society	
	<b>TOTAL</b>	<b>135,000</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>535</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>8,130</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>8,095</b>
4350	<b>Medicare Tax</b>	
	<b>TOTAL</b>	<b>560</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>1,725</b>
4415	<b>Vehicle Operation</b>	
	<b>TOTAL</b>	<b>345</b>
4450	<b>Postage</b>	
	Dog license renewal notices	
	<b>TOTAL</b>	<b>1,000</b>
4465	<b>Special Department Supplies</b>	
	Supplies required for spay/neuter and vaccination events	
	<b>TOTAL</b>	<b>3,000</b>
4530	<b>Special Equipment Maintenance</b>	
	HDL Software	
	<b>TOTAL</b>	<b>2,620</b>
4640	<b>Special Events</b>	
	Annual cleaning and changing of the date on the Rabies Clinic banner	
	<b>TOTAL</b>	<b>150</b>

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

ACCT. NO.	DESCRIPTION	ANIMAL CONTROL
	<b>01-950-63</b>	
	<b>Personnel</b>	
	Salaries	
4135	Public Safety & Services Manager (10%)	11,080
4116	Office Assistant (20%)	9,190
4130	Secretary - Public Works (25%)	15,380
4174	Management Analyst (10%)	4,510
	<b>TOTAL</b>	<b>40,160</b>
4214	<b>Animal Control</b>	
	San Gabriel Valley Humane Society	
	<b>TOTAL</b>	<b>135,000</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>535</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>9,045</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>8,450</b>
4350	<b>Medicare Tax</b>	
	<b>TOTAL</b>	<b>580</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>1,920</b>
4415	<b>Vehicle Operation</b>	
	<b>TOTAL</b>	<b>345</b>
4450	<b>Postage</b>	
	Dog license renewal notices	
	<b>TOTAL</b>	<b>1,000</b>
4530	<b>Special Equipment Maintenance</b>	
	HDL Software	
	<b>TOTAL</b>	<b>2,700</b>
4465	<b>Special Department Supplies</b>	
	Supplies required for spay/neuter and vaccination events	
	<b>TOTAL</b>	<b>3,000</b>
4640	<b>Special Events</b>	
	Annual cleaning and changing of the date on the Rabies Clinic banner	
	<b>TOTAL</b>	<b>150</b>

**COMMUNITY DEVELOPMENT**

Program: Emergency Services  
 Account: 01-950-64

**STATEMENT OF PURPOSE**

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

<b>STAFFING SUMMARY (FTEs)</b>	<i>ACTUAL</i>	<i>ADOPTED</i>		<i>ADOPTED</i>	<i>PROPOSED</i>
	<i>2011-12</i>	<i>2012-13</i>		<i>2013-14</i>	<i>2014-15</i>
Community Development Director	0.00	0.00		0.10	0.10
Public Safety & Services Manager	0.00	0.00		0.10	0.10
Public Safety Supervisor	0.20	0.20		0.40	0.40
Management Analyst	0.00	0.00		0.10	0.10
Part-Time Positions	0.01	0.00		0.00	0.00
<b>Total:</b>	<b>0.21</b>	<b>0.20</b>		<b>0.70</b>	<b>0.70</b>

<b>BUDGET SUMMARY</b>	<i>ACTUAL</i>	<i>ADOPTED</i>	<i>ESTIMATED</i>	<i>ADOPTED</i>	<i>PROPOSED</i>
	<i>2011-12</i>	<i>2012-13</i>	<i>2012-13</i>	<i>2013-14</i>	<i>2014-15</i>
Personnel Costs	58,414	17,195	17,195	64,585	67,940
Operating Expenses	59,395	71,710	72,585	96,170	68,055
<b>Total:</b>	<b>\$ 117,809</b>	<b>\$ 88,905</b>	<b>\$ 89,780</b>	<b>\$ 160,755</b>	<b>\$ 135,995</b>

<b>FUNDING SOURCES</b>	<i>ACTUAL</i>	<i>ADOPTED</i>	<i>ESTIMATED</i>	<i>ADOPTED</i>	<i>PROPOSED</i>
	<i>2011-12</i>	<i>2012-13</i>	<i>2012-13</i>	<i>2013-14</i>	<i>2014-15</i>
General Fund	117,809	88,905	89,780	160,755	135,995
<b>Total:</b>	<b>\$ 117,809</b>	<b>\$ 88,905</b>	<b>\$ 89,780</b>	<b>\$ 160,755</b>	<b>\$ 135,995</b>

**KEY PROGRAM GOALS**

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

<b>KEY WORKLOAD MEASURES</b>	<i>ADOPTED</i>	<i>PROPOSED</i>
	<i>2013-14</i>	<i>2014-15</i>
Disaster preparedness exercises conducted.	4	5
CERT Training classes offered.	1	3
Established CERT Team Members.	20	45

## COMMUNITY DEVELOPMENT

Program: Emergency Services  
Account: 01-950-64

### EXPENDITURE DETAIL

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4117 Community Development Director	-	-	-	13,375	13,640
4132 Public Safety Supervisor	16,252	17,195	17,195	36,505	38,710
4135 Public Safety & Services Manager	-	-	-	10,450	11,080
4174 Management Analyst	-	-	-	4,255	4,510
4150 Overtime	29,883	-	-	-	-
4151 Special Program Wages	6,515	-	-	-	-
4190 Allocated Benefits	5,764	-	-	-	-
<b>Total:</b>	<b>\$ 58,414</b>	<b>\$ 17,195</b>	<b>\$ 17,195</b>	<b>\$ 64,585</b>	<b>\$ 67,940</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4231 Prv/Spc Contract Services	50,000	50,000	50,000	50,000	20,000
4310 Optional Benefits Program	-	165	165	575	575
4320 Health Insurance	-	2,465	2,465	9,315	10,370
4340 PERS Retirement	-	3,755	3,755	16,860	13,555
4350 Medicare Tax	-	250	250	935	985
4360 Other Insurance	-	505	505	2,315	2,500
4405 Mileage Reimbursement	-	150	-	150	150
4410 Meeting Expense	451	600	450	600	600
4415 Vehicle Operation	774	1,300	1,300	1,300	1,300
4420 Fares & Subsistence	1,306	-	-	-	1,500
4425 Memberships/Subscriptions	70	2,000	3,600	3,600	2,000
4440 Telephone	1,777	720	720	720	720
4455 Uniforms	246	1,000	1,000	1,000	1,000
4465 Special Dept. Supplies	611	2,000	3,000	2,000	2,000
4490 Training	375	3,000	1,575	3,000	7,000
4530 Special Equipment Maintenance	3,785	3,800	3,800	3,800	3,800
<b>Total:</b>	<b>\$ 59,395</b>	<b>\$ 71,710</b>	<b>\$ 72,585</b>	<b>\$ 96,170</b>	<b>\$ 68,055</b>

### ACCOUNT MODIFICATIONS

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

#### **ACCT.**

- 4425 80% increase due to Area D annual participation fees increasing.
- 4490 300% increase due to costs incurred for send all Exec Mgt team to CSTI Training in SLO.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	EMERGENCY SERVICES
	<b>01-950-64</b>	
	<b>Personnel</b>	
	Salaries	
4117	Community Development Director (10%)	13,375
4132	Public Safety Supervisor (40%)	36,505
4135	Public Safety & Services Manager (10%)	10,450
4174	Management Analyst (10%)	4,255
	<b>TOTAL</b>	<b>64,585</b>
4231	<b>Prv/Spc Contract Services</b>	
	Emergency Operations Plan	
	<b>TOTAL</b>	<b>50,000</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>575</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>9,315</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>16,860</b>
4350	<b>Medicare Tax</b>	
	<b>TOTAL</b>	<b>935</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>2,315</b>
4405	<b>Mileage Reimbursement</b>	
	Mileage reimbursement for required use of private vehicles	
	<b>TOTAL</b>	<b>150</b>
4410	<b>Meeting Expense</b>	
	Refreshments for monthly volunteer meetings, special events and regional and local area emergency preparedness meetings	600
	<b>TOTAL</b>	<b>600</b>
4415	<b>Vehicle Operations</b>	
	Fuel Consumption	
	Scheduled preventative maintenance	
	<b>TOTAL</b>	<b>1,300</b>
4420	<b>Fares and Subsistence</b>	
	Emergency Management Training/Conference	
	<b>TOTAL</b>	<b>-</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	EMERGENCY SERVICES
	01-950-64	
4425	<b>Memberships/Subscriptions</b> Area D Office of Emergency Services (annual membership fee) Southern CA Emergency Services Association	<b>TOTAL 3,600</b>
4440	<b>Telephone</b> Cellphone usage for Public Safety Officer	<b>TOTAL 720</b>
4455	<b>Uniforms</b> Uniforms and accessories for CERT and TCERT volunteers	<b>TOTAL 1,000</b>
4465	<b>Special Department Supplies</b> Volunteer special recognition certificates Emergency tools, fire extinguishers, food replacement, medical/first aid supplies, and miscellaneous emergency supplies Miscellaneous office supplies Public education materials and printing for staff emergency services training and community disaster preparedness programs CERT Program Staff adjustment decrease	<b>TOTAL 2,000</b>
4490	<b>Training</b> Training for emergency response volunteer personnel Community earthquake preparedness program Training for City staff, Council & Commissioners	<b>TOTAL 3,000</b>
4530	<b>Special Equipment Maintenance</b> CWIRS annual maintenance Fire extinguishers annual maintenance	<b>TOTAL 3,800</b>

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

ACCT. NO.	DESCRIPTION	EMERGENCY SERVICES
	<b>01-950-64</b>	
	<b>Personnel</b>	
	Salaries	
4117	Community Development Director (10%)	13,640
4135	Public Safety & Services Manager (10%)	11,080
4132	Public Safety Supervisor (40%)	38,710
4174	Management Analyst (10%)	4,510
	<b>TOTAL</b>	<b>67,940</b>
4231	<b>Prv/Spc Contract Services</b>	
	Emergency Operations Plan	20,000
	<b>TOTAL</b>	<b>20,000</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>575</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>10,370</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>13,555</b>
4350	<b>Medicare Tax</b>	
	<b>TOTAL</b>	<b>985</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>2,550</b>
4405	<b>Mileage Reimbursement</b>	
	Mileage reimbursement for required use of private vehicles	
	<b>TOTAL</b>	<b>150</b>
4410	<b>Meeting Expense</b>	
	Refreshments for monthly volunteer meetings, special events and regional and local area emergency preparedness meetings	600
	<b>TOTAL</b>	<b>600</b>
4415	<b>Vehicle Operations</b>	
	Fuel Consumption	500
	Scheduled preventative maintenance	800
	<b>TOTAL</b>	<b>1,300</b>
4420	<b>Fares and Subsistence</b>	
	Emergency Management Training/Conference	
	<b>TOTAL</b>	<b>1,500</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	EMERGENCY SERVICES
	01-950-64	
4425	<b>Memberships/Subscriptions</b>	
	Area D Office of Emergency Services (annual membership fee)	1,800
	Southern CA Emergency Services Association	200
	<b>TOTAL</b>	<b>2,000</b>
4440	<b>Telephone</b>	
	Cellphone usage for Public Safety Supervisor	
	<b>TOTAL</b>	<b>720</b>
4455	<b>Uniforms</b>	
	Uniforms and accessories for CERT and TCERT volunteers	
	<b>TOTAL</b>	<b>1,000</b>
4465	<b>Special Department Supplies</b>	
	Volunteer special recognition certificates	100
	Emergency tools, fire extinguishers, food replacement, medical/first aid supplies, and miscellaneous emergency supplies	500
	Miscellaneous office supplies	300
	Public education materials and printing for staff emergency services training and community disaster preparedness programs	100
	CERT Program	1,000
	Staff adjustment decrease	
	<b>TOTAL</b>	<b>2,000</b>
4490	<b>Training</b>	
	Training for emergency response volunteer personnel	
	Community earthquake preparedness program	
	Training for City staff, Council & Commissioners	
	<b>TOTAL</b>	<b>7,000</b>
4530	<b>Special Equipment Maintenance</b>	
	CWIRS annual maintenance	900
	Fire extinguishers annual maintenance	100
	Satellite Computer - EOC	2,800
	<b>TOTAL</b>	<b>3,800</b>

## COMMUNITY DEVELOPMENT

Program: Community Preservation  
Account: 01-950-65

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2011-12	2012-13		2013-14	2014-15
Office Assistant 3/	1.00	0.30		0.00	0.00
Community Development Director 2/	0.10	0.10		0.10	0.10
Secretary - Community Development 2/	0.40	0.40		0.00	0.00
Community Preservation Officer	2.00	2.00		2.00	2.00
Senior Community Preservation Officer	0.00	1.00		1.00	1.00
Community Preservation Supervisor	1.00	0.00		0.00	0.00
Public Safety & Services Manager	0.00	1.00		0.10	0.10
Management Analyst	0.00	0.00		0.10	0.10
Part-Time Positions 1/	0.75	1.50		0.95	0.95
<b>Total:</b>	<b>5.25</b>	<b>6.30</b>		<b>4.25</b>	<b>4.25</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Personnel Costs	422,795	463,925	463,925	292,415	296,540
Operating Expenses	88,767	207,800	227,325	152,355	165,285
<b>Total:</b>	<b>\$ 511,562</b>	<b>\$ 671,725</b>	<b>\$ 691,250</b>	<b>\$ 444,770</b>	<b>\$ 461,825</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
General Fund	511,562	671,725	691,250	444,770	461,825
<b>Total:</b>	<b>\$ 511,562</b>	<b>\$ 671,725</b>	<b>\$ 691,250</b>	<b>\$ 444,770</b>	<b>\$ 461,825</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2013-14	2014-15
1. Implement Edgesoft's <i>Enterprise Land Management System</i> (eLMS).	80%	20%
2. Property maintenance code amendments.	100%	0%
3. Administrative penalty & municipal bail schedule amendments.	90%	10%
4. Increase CPO performance/productivity (field inspections).	2,500	2,500
5. Business license enforcement revisions, commercial business occupancy (CBO) requirements.	75%	25%
6. Increase compliance through outreach and resident education (handouts, articles).	4	4
7. Develop and implement inspection upon resale and residential rental ordinance.	25%	75%
8. Develop and implement geographic information system (GIS) system.	50%	50%

### FOOTNOTES:

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

## COMMUNITY DEVELOPMENT

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

### EXPENDITURE DETAIL

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4116 Office Assistant	38,601	12,330	12,330	-	-
4117 Community Development Director	12,888	13,115	13,115	13,375	13,640
4119 Secretary - Community Development	22,369	23,660	23,660	-	-
4133 Community Preservation Officer (1)	66,796	67,955	67,955	59,245	62,820
4135 Community Preservation Supervisor	89,388	-	-	-	-
4135 Public Safety & Services Manager	-	98,520	98,520	10,450	11,080
4145 Community Preservation Officer (2)	59,004	62,330	62,330	64,100	67,970
4171 Senior Community Preservation Officer	-	70,685	70,685	74,990	79,520
4174 Management Analyst	-	-	-	4,255	4,510
4150 Overtime	7,840	14,000	14,000	14,000	4,000
4161 Part Time	47,504	81,330	81,330	52,000	53,000
4166 Part Time - Park Patrol Officers	-	20,000	20,000	-	-
4190 Allocated Benefits	78,405	-	-	-	-
<b>Total:</b>	<b>\$ 422,795</b>	<b>\$ 463,925</b>	<b>\$ 463,925</b>	<b>\$ 292,415</b>	<b>\$ 296,540</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4238 Legal (City Prosecutor)	70,514	48,500	70,000	35,000	35,000
4310 Optional Benefits Program	-	3,945	3,945	2,715	2,715
4320 Health Insurance	-	47,750	47,750	36,745	40,855
4340 PERS Retirement	-	75,255	75,255	44,025	46,605
4350 Medicare Tax	-	5,000	5,000	4,035	4,240
4360 Other Insurance	-	10,775	10,775	10,685	11,995
4405 Mileage Reimbursement	-	500	500	-	-
4415 Vehicle Operation	2,884	3,000	2,000	3,000	7,000
4420 Fares & Subsistence	1,368	1,550	1,000	3,000	4,350
4425 Memberships/Subscriptions	375	375	400	500	375
4440 Telephone	1,469	900	900	900	900
4445 Printing	-	1,500	1,500	2,000	1,500
4450 Postage	2,006	1,000	500	2,000	2,000
4455 Uniforms	1,770	2,000	2,300	2,000	2,000
4465 Special Dept Supplies	5,068	4,000	3,000	4,000	4,000
4490 Training	761	1,500	1,000	1,500	1,500
4530 Special Equipment Maintenance	2,552	250	1,500	250	250
<b>Total:</b>	<b>\$ 88,767</b>	<b>\$ 207,800</b>	<b>\$ 227,325</b>	<b>\$ 152,355</b>	<b>\$ 165,285</b>

### ACCOUNT MODIFICATIONS

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

#### ACCT.

- 4238 13% increase due to increased prosecutions for code violations.
- 4425 33% increase due to additional memberships to CACEO for CPO staff.
- 4445 33% increase due to printing costs for new/updated preservation brochure.
- 4450 100% increase for postage/development costs associated mailing of preservation brochure.
- 4530 1900% increase due costs incurred with new preservation control module.

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014**

ACCT. NO.	DESCRIPTION	COMMUNITY PRESERVATION
	<b>01-950-65</b>	
	<b>Personnel</b>	
	Salaries	
4117	Community Development Director (10%)	13,375
4133	Community Preservation Officer	59,245
4135	Public Safety & Services Manager (10%)	10,450
4145	Community Preservation Officer (2)	64,100
4171	Senior Community Preservation Officer	74,990
4174	Management Analyst (10%)	4,255
	<b>TOTAL</b>	<b>226,415</b>
4150	<b>Overtime</b>	
	Concerts in the Park/Special Enforcement/ community meetings/ LASD assistance	
	<b>TOTAL</b>	<b>14,000</b>
4161	<b>Part Time - Code Enforcement Officer</b>	
	<b>TOTAL</b>	<b>52,000</b>
4238	<b>Contract legal services</b>	
	City Prosecutor - Code Ammendments and Prosecution	
	<b>TOTAL</b>	<b>35,000</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>2,715</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>36,745</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>44,025</b>
4350	<b>Medicare Tax</b>	
	<b>TOTAL</b>	<b>4,035</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>10,685</b>
4415	<b>Vehicle Operation</b>	
	Fuel and scheduled preventive maintenance (Unit #115, #121)	
	<b>TOTAL</b>	<b>3,000</b>
4420	<b>Fares &amp; Subsistence</b>	
	CACEO Annual Seminar	
	<b>TOTAL</b>	<b>3,000</b>
4425	<b>Memberships/Subscriptions</b>	
	California Association of Community Preservation Staff (3 Officers; Supervisor)	
	<b>TOTAL</b>	<b>500</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	COMMUNITY PRESERVATION
	<b>01-950-65</b>	
4440	<b>Telephone</b> Cell phone usage for Senior CPO and PSSM	<b>TOTAL 900</b>
4445	<b>Printing</b> Community Outreach Materials	<b>TOTAL 2,000</b>
4450	<b>Postage</b> Community Outreach Materials - Postage	<b>TOTAL 2,000</b>
4455	<b>Uniforms</b>	<b>TOTAL 2,000</b>
4465	<b>Special Department Supplies</b> Compliance notices and citation forms Miscellaneous code enforcement equipment <i>Additional supplies (pepper spray, citation boxes, envelopes, etc.)</i>	<b>TOTAL 4,000</b>
4490	<b>Training</b> Training for community preservation personnel (workshops, seminars and conferences)	<b>TOTAL 1,500</b>
4530	<b>Special Equipment Maintenance</b> Recertification and Calibration of Sound Level Meter and Calibrator	250 <b>TOTAL 250</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	COMMUNITY PRESERVATION
	<b>01-950-65</b>	
	<b>Personnel</b>	
	Salaries	
4117	Community Development Director (10%)	13,640
4133	Community Preservation Officer	62,820
4135	Public Safety & Services Manager (10%)	11,080
4145	Community Preservation Officer (2)	67,970
4171	Senior Community Preservation Officer	79,520
4174	Management Analyst (10%)	4,510
	<b>TOTAL</b>	<b>239,540</b>
4161	<b>Part Time - Code Enforcement Officer</b>	
	<b>TOTAL</b>	<b>53,000</b>
4150	<b>Overtime</b>	
	Concerts in the Park/Special Enforcement/ community meetings/ LASD assistance	4,000
	<b>TOTAL</b>	<b>4,000</b>
4238	<b>Contract legal services</b>	
	City Prosecutor - Code Ammendments and Prosecution	
	<b>TOTAL</b>	<b>35,000</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>2,715</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>40,855</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>46,605</b>
4350	<b>Medicare Tax</b>	
	<b>TOTAL</b>	<b>4,240</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>11,995</b>
4415	<b>Vehicle Operation</b>	
	Fuel and scheduled preventive maintenance (Unit #115, #121)	7,000
	<b>TOTAL</b>	<b>7,000</b>
4420	<b>Fares &amp; Subsistence</b>	
	CACEO Annual Seminar for 2 Officers and Supervisor	3,500
	CACEO Annual Seminar for proposed Senior C.E.O	850
	<b>TOTAL</b>	<b>4,350</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	COMMUNITY PRESERVATION
	<b>01-950-65</b>	
4425	<b>Memberships/Subscriptions</b> California Association of Community Preservation Staff (3 Officers; Supervisor)	375
	<b>TOTAL</b>	<b>375</b>
4440	<b>Telephone</b> Cell phone usage for Community Preservation Supervisor	900
	<b>TOTAL</b>	<b>900</b>
4445	<b>Printing</b> Topics of the month outreach materials (Bi-monthly) (\$ .075 x 10,080 households x 3 months) (\$ .075 x 1900 businesses x 3 topics)	1,500
	<b>TOTAL</b>	<b>1,500</b>
4450	<b>Postage</b> Topics of the month outreach materials (Bi-monthly) (\$ .256 x 10,080 households x 3 months) (\$ .045 x 1900 businesses x 3 topics)	2,000
	<b>TOTAL</b>	<b>2,000</b>
4455	<b>Uniforms</b> 3 Community Preservation Officers & Supervisor uniforms and accessories	2,000
	<b>TOTAL</b>	<b>2,000</b>
4465	<b>Special Department Supplies</b> Compliance notices and citation forms Miscellaneous code enforcement equipment <i>Additional supplies (pepper spray, citation boxes, envelopes, etc.)</i>	4,000
	<b>TOTAL</b>	<b>4,000</b>
4490	<b>Training</b> Training for community preservation personnel (workshops, seminars and conferences)	1,500
	<b>TOTAL</b>	<b>1,500</b>
4530	<b>Special Equipment Maintenance</b> Recertification and Calibration of Sound Level Meter and Calibrator	250
	<b>TOTAL</b>	<b>250</b>

## COMMUNITY DEVELOPMENT

Program: Parking Administration  
Account: 01-950-67

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2011-12	2012-13		2013-14	2014-15
Community Development Director	0.10	0.10		0.00	0.00
Office Assistant	0.00	0.15		0.20	0.20
Secretary - Public Works	0.20	0.20		0.40	0.40
Parking Control Officer	0.00	1.00		1.00	1.00
Public Safety Supervisor	0.20	0.20		0.20	0.20
Public Safety & Services Manager	0.00	0.00		0.20	0.20
Management Analyst	0.00	0.00		0.20	0.20
Part-Time Positions	2.68	3.68		2.63	2.63
<b>Total:</b>	<b>3.18</b>	<b>5.33</b>		<b>4.83</b>	<b>4.83</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Personnel Costs	156,019	196,450	206,280	243,425	250,490
Operating Expenses	168,477	128,330	127,545	150,895	155,080
<b>Total:</b>	<b>\$ 324,496</b>	<b>\$ 324,780</b>	<b>\$ 333,825</b>	<b>\$ 394,320</b>	<b>\$ 405,570</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
General Fund	324,496	324,780	333,825	394,320	405,570
<b>Total:</b>	<b>\$ 324,496</b>	<b>\$ 324,780</b>	<b>\$ 333,825</b>	<b>\$ 394,320</b>	<b>\$ 405,570</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2013-14	2014-15
Number of annual overnight parking permits issued.	900	800
Number of parking citation hearings reviewed by Public Safety Commission.	120	200
Number of parking citations paid by phone or internet.	600	2,000

**COMMUNITY DEVELOPMENT**

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

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4117 Community Development Director	12,888	13,115	13,115	-	-
4116 Office Assistant	-	6,165	6,165	8,665	9,190
4130 Secretary-Public Works	10,440	11,250	11,250	24,140	24,610
4132 Public Safety Supervisor	16,252	17,195	17,195	18,255	19,355
4134 Parking Control Officer	-	61,555	61,555	62,770	64,005
4135 Public Safety & Services Manager	-	-	-	20,900	22,165
4174 Management Analyst	-	-	-	8,505	9,020
4150 Overtime	1,457	500	2,000	500	500
4161 Part Time	100,803	76,670	95,000	99,690	101,645
4166 Part Time - Park Patrol Officers	-	10,000	-	-	-
4190 Allocated Benefits	14,179	-	-	-	-
<b>Total:</b>	<b>\$ 156,019</b>	<b>\$ 196,450</b>	<b>\$ 206,280</b>	<b>\$ 243,425</b>	<b>\$ 250,490</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4212 Parking Administration	146,960	60,000	60,000	60,000	60,000
4310 Optional Benefits Program	-	1,355	1,355	1,810	1,810
4320 Health Insurance	-	17,635	17,635	26,370	29,370
4340 PERS Retirement	-	24,225	24,225	30,660	31,740
4350 Medicare Tax	-	2,810	2,810	3,525	3,625
4360 Other Insurance	-	4,845	4,845	8,070	9,075
4415 Vehicle Operation	3,589	3,000	3,000	3,000	3,000
4420 Fares & Subsistence	4,750	-	-	3,000	2,000
4425 Membership & Subscriptions	640	275	275	275	275
4440 Telephone	736	400	600	400	400
4445 Printing	-	-	-	-	-
4450 Postage	1,011	500	500	500	500
4455 Uniforms	1,545	2,200	2,200	2,200	2,200
4465 Special Dept. Supplies	5,726	7,085	7,100	7,085	7,085
4490 Training	250	1,000	-	1,000	1,000
4530 Special Equipment Maintenance	3,270	3,000	3,000	3,000	3,000
<b>Total:</b>	<b>\$ 168,477</b>	<b>\$ 128,330</b>	<b>\$ 127,545</b>	<b>\$ 150,895</b>	<b>\$ 155,080</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

**ACCT.**

- 4150 400% increase due to increased "other" duties placed on PCO staff.
- 4161 57% increase due to implementation of weekly street sweeping program.
- 4166 100% decrease due to elimination of Park Patrol Officers from all budgets and into Law Enforcement (61).

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014**

ACCT. NO.	DESCRIPTION	PARKING ADMINISTRATION
	<b>01-950-67</b>	
	<b>Personnel</b>	
	Salaries	
4135	Public Safety & Services Manager (20%)	20,900
4132	Public Safety Supervisor (20%)	18,255
4116	Office Assistant (20%)	8,665
4130	Secretary - Public Works (40%)	24,140
4134	Parking Control Officer	62,770
4174	Management Analyst (20%)	8,505
	<b>TOTAL</b>	<b>143,235</b>
4161	<b>Part Time - Parking Control Officers</b> \$18.26 x 35 Hrs x 52 Wks x 3 positions	
	<b>TOTAL</b>	<b>99,690</b>
4150	<b>Overtime</b>	
	<b>TOTAL</b>	<b>500</b>
4212	<b>Parking Administration</b> Citation Processing Center - Data Ticket	
	<b>TOTAL</b>	<b>60,000</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>1,810</b>
4320	<b>Health Insurance</b> Medical, dental and vision	
	<b>TOTAL</b>	<b>26,370</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>30,660</b>
4350	<b>Medicare Tax</b>	
	<b>TOTAL</b>	<b>3,525</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>8,070</b>
4415	<b>Vehicle Operation</b>	
	<b>TOTAL</b>	<b>3,000</b>
4420	<b>Fares &amp; Subsistence</b> Conferences for 2 Public Safety Commissioners	
	<b>TOTAL</b>	<b>3,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	
	<b>01-950-67</b>	<b>PARKING ADMINISTRATION</b>
4425	<b>Memberships/Subscriptions</b> Membership in Cal Public Parking Association for staff and commissioners	275
		<b>TOTAL 275</b>
4440	<b>Telephone</b> Monthly service charge - \$35 per unit x 2 = \$70 x 12 months	400
		<b>TOTAL 400</b>
4450	<b>Postage</b> Annual overnight parking permit renewals, parking citations (Done through third party processing company, Data Ticket)	500
		<b>TOTAL 500</b>
4455	<b>Uniforms (replacement of existing and proposed staff increase)</b>	2,200
		<b>TOTAL 2,200</b>
4465	<b>Special Department Supplies</b> Overnight parking permit stickers Citation forms = 20,000 citation forms @ 0.175 each Temporary Parking Machine paper Miscellaneous small tools/equipment/office supplies Handheld ticket writer paper rolls	7,085
		<b>TOTAL 7,085</b>
4490	<b>Training</b> Training classes and seminars for commissioners/staff	1,000
		<b>TOTAL 1,000</b>
4530	<b>Special Equipment Maintenance</b> Annual software maintenance program Annual maintenance agreement for the temporary parking permit machine Monthly server hosting for the temporary parking permit machine program Annual online report services Annual software license for handheld ticket writers Monthly lease and support for handheld ticket writers	3,000
		<b>TOTAL 3,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	
	<b>01-950-67</b>	<b>PARKING ADMINISTRATION</b>
	<b>Personnel</b>	
	Salaries	
4135	Public Safety & Services Manager (20%)	22,165
4132	Public Safety Supervisor (20%)	19,355
4116	Office Assistant (20%)	9,190
4130	Secretary - Public Works (40%)	24,610
4134	Parking Control Officer	64,005
4174	Management Analyst (20%)	9,020
	<b>TOTAL</b>	<b>148,345</b>
4161	<b>Part Time - Parking Control Officers</b> \$18.62 x 35 Hrs x 52 Wks x 3 positions	
	<b>TOTAL</b>	<b>101,645</b>
4150	<b>Overtime</b>	
	<b>TOTAL</b>	<b>500</b>
4212	<b>Parking Administration</b> Citation Processing Center - Data Ticket	
	<b>TOTAL</b>	<b>60,000</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>1,810</b>
4320	<b>Health Insurance</b> Medical, dental and vision	
	<b>TOTAL</b>	<b>29,370</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>31,740</b>
4350	<b>Medicare Tax</b>	
	<b>TOTAL</b>	<b>3,625</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>9,075</b>
4415	<b>Vehicle Operation</b>	
	<b>TOTAL</b>	<b>3,000</b>
4420	<b>Fares &amp; Subsistence</b> Conferences for 2 Public Safety Commissioners	
	<b>TOTAL</b>	<b>2,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	PARKING ADMINISTRATION
	<b>01-950-67</b>	
4425	<b>Memberships/Subscriptions</b> Membership in Cal Public Parking Association for staff and commissioners	275
	<b>TOTAL</b>	<b>275</b>
4440	<b>Telephone</b> Monthly service charge - \$35 per unit x 2 = \$70 x 12 months	
	<b>TOTAL</b>	<b>400</b>
4450	<b>Postage</b> Annual overnight parking permit renewals, parking citations (Done through third party processing company, Data Ticket)	500
	<b>TOTAL</b>	<b>500</b>
4455	<b>Uniforms (replacement of existing and proposed staff increase)</b>	2,200
	<b>TOTAL</b>	<b>2,200</b>
4465	<b>Special Department Supplies</b> Overnight parking permit stickers Citation forms = 20,000 citation forms @ 0.175 each Temporary Parking Machine paper Miscellaneous small tools/equipment/office supplies Handheld ticket writer paper rolls	
	<b>TOTAL</b>	<b>7,085</b>
4490	<b>Training</b> Training classes and seminars for commissioners/staff	
	<b>TOTAL</b>	<b>1,000</b>
4530	<b>Special Equipment Maintenance</b> Annual software maintenance program Annual maintenance agreement for the temporary parking permit machine Monthly server hosting for the temporary parking permit machine program Annual online report services Annual software license for handheld ticket writers Monthly lease and support for handheld ticket writers	
	<b>TOTAL</b>	<b>3,000</b>

# PUBLIC WORKS

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

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

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

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

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

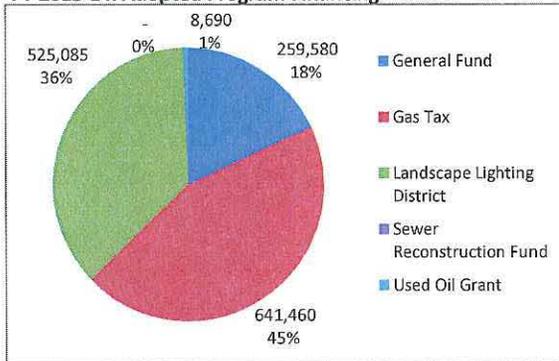
**Program 76: Sidewalk Maintenance**  
Maintain/repair public sidewalks.

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

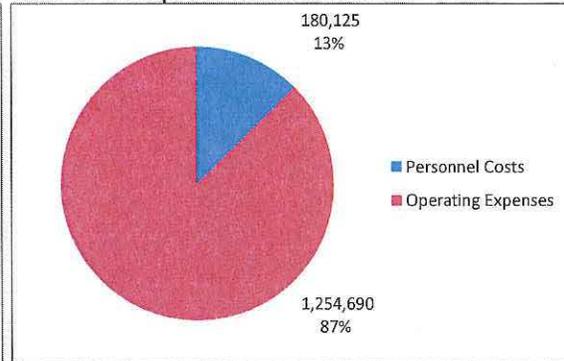
**Program 78: Street Lighting**  
Maint. and utility provision for street lights.

## DEPARTMENT SUMMARY

**FY 2013-14: Adopted Program Financing**



**FY 2013-14: Adopted Resources Allocated**



	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15
<b>RESOURCES ALLOCATED</b>					
Personnel Costs	94,050	109,830	109,830	180,125	186,980
Operating Expenses	763,854	1,339,325	881,585	1,254,690	1,294,930
<b>Total:</b>	<b>\$ 857,904</b>	<b>\$ 1,449,155</b>	<b>\$ 991,415</b>	<b>\$ 1,434,815</b>	<b>\$ 1,481,910</b>

	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15
<b>PROGRAM FINANCING</b>					
General Fund	97,314	205,870	204,920	259,580	263,915
Gas Tax	361,955	718,165	315,465	641,460	686,915
Landscape & Lighting District	385,124	506,430	462,130	525,085	512,390
Traffic Congestion Relief Fund	-	-	-	-	-
Sewer Reconstruction Fund	-	10,000	-	-	10,000
SB821	-	-	-	-	-
Used Oil Grant	13,511	8,690	8,900	8,690	8,690
<b>Total:</b>	<b>\$ 857,904</b>	<b>\$ 1,449,155</b>	<b>\$ 991,415</b>	<b>\$ 1,434,815</b>	<b>\$ 1,481,910</b>

	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15
<b>PERSONNEL (FTE)</b>	1.10	1.25		2.93	2.93
<b>Total:</b>	<b>1.10</b>	<b>1.25</b>		<b>2.93</b>	<b>2.93</b>

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## COMMUNITY DEVELOPMENT

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

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2011-12	2012-13		2013-14	2014-15
Community Dev Director 1/	0.15	0.15		0.20	0.20
Community Dev Manager 1/	0.10	0.00		0.00	0.00
Office Assistant	0.00	0.20		0.20	0.20
Public Safety Supervisor 1/	0.10	0.10		0.10	0.10
Secretary - Pub Works	0.20	0.20		0.25	0.25
Public Safety & Services Manager	0.00	0.00		0.10	0.10
Management Analyst	0.00	0.00		0.10	0.10
Part Time 3/	0.10	0.10		0.88	0.88
<b>Total:</b>	<b>0.65</b>	<b>0.75</b>		<b>1.83</b>	<b>1.83</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Personnel Costs	55,099	77,900	77,900	112,785	116,590
Operating Expenses	61,097	133,970	133,020	152,795	153,325
<b>Total:</b>	<b>\$ 116,196</b>	<b>\$ 211,870</b>	<b>\$ 210,920</b>	<b>\$ 265,580</b>	<b>\$ 269,915</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Gas Tax 2107.5	18,882	6,000	6,000	6,000	6,000
General Fund	97,314	205,870	204,920	259,580	263,915
<b>Total:</b>	<b>\$ 116,196</b>	<b>\$ 211,870</b>	<b>\$ 210,920</b>	<b>\$ 265,580</b>	<b>\$ 269,915</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2013-14	2014-15
Staff attendance at the San Gabriel Valley Council of Governments Public Works Technical Advisory Committee.	12	12
Staff attendance at NPDES training (10-15 staff members each time).	1	1
Administer NPDES consultant contract.	1	1
Develop Five Year Capital Improvement Program.	--	1
Adopt Downtown Parking and Citywide Traffic Calming Plans. 4/	2	2

### FOOTNOTES:

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

## COMMUNITY DEVELOPMENT

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

### EXPENDITURE DETAIL

PERSONNEL	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15
<b>ACCT.</b>					
4117 Community Dev Director	19,333	19,670	19,670	26,755	27,280
4118 Community Dev Manager	4,347	-	-	-	-
4116 Office Assistant	-	8,220	8,220	8,665	9,190
4132 Public Safety Supervisor	8,126	8,600	8,600	9,125	9,680
4135 Public Safety & Services Manager	-	-	-	10,450	11,080
4130 Secretary - Pub Works	10,440	11,250	11,250	15,085	15,380
4174 Management Analyst	-	-	-	4,255	4,510
4161 Part Time	-	30,160	30,160	38,450	39,470
4190 Allocated Benefits	12,853	-	-	-	-
<b>Total:</b>	<b>\$ 55,099</b>	<b>\$ 77,900</b>	<b>\$ 77,900</b>	<b>\$ 112,785</b>	<b>\$ 116,590</b>

OPERATING EXPENSES	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15
<b>ACCT.</b>					
4215 LA CO - General Services	340	500	500	500	500
4239 Engineering Services	4,539	50,000	50,000	50,000	50,000
4277 NPDES	51,870	57,000	59,000	64,700	64,700
4310 Optional Benefits Program	-	535	535	780	780
4320 Health Insurance	-	7,490	7,490	12,010	13,365
4340 PERS Retirement	-	10,985	10,985	14,050	14,605
4350 Medicare Tax	-	730	730	1,620	1,690
4360 Other Insurance	-	1,530	1,530	3,535	3,945
4410 Meeting Expense	10	50	150	150	150
4420 Fares & Subsistence	-	3,000	1,000	3,000	1,500
4425 Memberships/Subscriptions	75	230	-	230	230
4440 Telephone	-	720	-	720	360
4465 Special Dept Supplies	128	700	1,000	1,000	1,000
4490 Training	4,135	500	100	500	500
<b>Total:</b>	<b>\$ 61,097</b>	<b>\$ 133,970</b>	<b>\$ 133,020</b>	<b>\$ 152,795</b>	<b>\$ 153,325</b>

### ACCOUNT MODIFICATIONS

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

**ACCT.**

- 4410 200% increase due to increased costs resulting from additional meetings needed for special PW City projects.
- 4465 43% increase due to need for special supplies associated with engineering/public works office.

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014**

ACCT. NO.	DESCRIPTION	ADMINISTRATION & ENGINEERING
<b>21-960-71</b>		
	<b>Personnel</b>	
	Salaries	
4117	Community Development Director (20%)	26,755
4135	Public Safety & Services Manager (10%)	10,450
4132	Public Safety Supervisor (10%)	9,125
4116	Office Assistant (20%)	8,665
4130	Secretary - Public Works (25%)	15,085
4174	Management Analyst (10%)	4,255
	<b>TOTAL</b>	<b>74,335</b>
4161	<b>Part Time</b>	
	Management Analyst (\$20.45 x 35 Hrs/Wks x 52 Wks)	37,220
	Secretary vacation relief	1,230
	<b>TOTAL</b>	<b>38,450</b>
4215	<b>LA Co - General Services</b>	
	General administrative services, public works plan checks, construction permit processing, engineering surveys, and special project assistance performed by the County, City portion of LAFCO costs	
	<b>TOTAL</b>	<b>500</b>
4239	<b>Engineering Services</b>	
	Professional engineering services, public works construction plan checks, inspection services, engineering surveys, and special project assistance performed by private company	
	Engineering/Public Works Contract Services	
	<b>TOTAL</b>	<b>50,000</b>
4277	<b>NPDES</b>	
	National Pollutant Discharge Elimination System (Environmental Engineering Services for NPDES Program Development and Implementation)	
	NPDES Storm Drain Filming For Illegal Connections	
	Administer TMDL (Total Maximum Daily Loads) mandated by California Regional Water Quality Control Board annual waste discharge (SRWCB)	
	Increase Catch Basin Maintenance per MS4 Permit	
	<b>TOTAL</b>	<b>64,700</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	ADMINISTRATION & ENGINEERING
	<b>21-960-71</b>	
4310	<b>Optional Benefits Program</b>	<b>TOTAL 780</b>
4320	<b>Health Insurance</b> Medical, dental and vision	<b>TOTAL 12,010</b>
4340	<b>PERS Retirement</b>	<b>TOTAL 14,050</b>
4350	<b>Medicare Tax</b>	<b>TOTAL 1,620</b>
4360	<b>Other Insurance</b>	<b>TOTAL 3,535</b>
4410	<b>Meeting Expense</b> Meeting Expense for Public Works	<b>TOTAL 150</b>
4420	<b>Fares &amp; Subsistence</b> Public Works Training/Conference for Public Safety Officer and Director of Community Development	<b>TOTAL 3,000</b>
4425	<b>Memberships/Subscriptions</b> Memberships for Public Works Organizations	<b>TOTAL 230</b>
4440	<b>Telephone</b> Cell phone usage for Director of Community Development	<b>TOTAL 720</b>
4465	<b>Special Department Supplies</b> General office supplies	<b>TOTAL 1,000</b>
4490	<b>Training</b> Training for Public Works personnel (workshops, seminars & conferences)	<b>TOTAL 500</b>

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

ACCT. NO.	DESCRIPTION	ADMINISTRATION & ENGINEERING
<b>21-960-71</b>		
	<b>Personnel</b>	
	Salaries	
4117	Community Development Director (20%)	27,280
4135	Public Safety & Services Manager (10%)	11,080
4132	Public Safety Supervisor (10%)	9,680
4116	Office Assistant (20%)	9,190
4130	Secretary - Public Works (25%)	15,380
4174	Management Analyst (10%)	4,510
	<b>TOTAL</b>	<b>77,120</b>
4161	<b>Part Time</b>	
	Management Analyst (\$21.68 x 35 Hrs/Wks x 52 Wks)	39,470
	<b>TOTAL</b>	<b>39,470</b>
4215	<b>LA Co - General Services</b>	
	General administrative services, public works plan checks, construction permit processing, engineering surveys, and special project assistance performed by the County, City portion of LAFCO costs	
	<b>TOTAL</b>	<b>500</b>
4239	<b>Engineering Services</b>	
	Professional engineering services, public works construction plan checks, inspection services, engineering surveys, and special project assistance performed by private company	
	Engineering/Public Works Contract Services	
	<b>TOTAL</b>	<b>50,000</b>
4277	<b>NPDES</b>	
	National Pollutant Discharge Elimination System (Environmental Engineering Services for NPDES Program Development and Implementation)	
	NPDES Storm Drain Filming For Illegal Connections	
	Administer TMDL (Total Maximum Daily Loads) mandated by California Regional Water Quality Control Board annual waste discharge (SRWCB)	
	Increase Catch Basin Maintenance per MS4 Permit	
	<b>TOTAL</b>	<b>64,700</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>780</b>

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

ACCT. NO.	DESCRIPTION	ADMINISTRATION & ENGINEERING
	<b>21-960-71</b>	
4320	<b>Health Insurance</b> Medical, dental and vision	<b>TOTAL 13,365</b>
4340	<b>PERS Retirement</b>	<b>TOTAL 14,605</b>
4350	<b>Medicare Tax</b>	<b>TOTAL 1,690</b>
4360	<b>Other Insurance</b>	<b>TOTAL 3,945</b>
4410	<b>Meeting Expense</b> Meeting Expense for Public Works	<b>TOTAL 150</b>
4420	<b>Fares &amp; Subsistence</b> Public Works Training/Conference for Public Safety Officer and Director of Community Development	<b>TOTAL 1,500</b>
4425	<b>Memberships/Subscriptions</b> Memberships for Public Works Organizations	<b>TOTAL 230</b>
4440	<b>Telephone</b> Cell phone usage for Director of Community Development	<b>TOTAL 360</b>
4465	<b>Special Department Supplies</b> General office supplies (BNI Public Works Green Book, Cost Book, Standard Plans)	<b>TOTAL 1,000</b>
4490	<b>Training</b> Training for Public Works personnel (workshops, seminars & conferences)	<b>TOTAL 500</b>

## COMMUNITY DEVELOPMENT

Program: Street Cleaning  
 Account: 21-960-72

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2011-12	2012-13		2013-14	2014-15
Total:	0.00	0.00		0.00	0.00

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Personnel Costs	-	-	-	-	-
Operating Expenses	119,115	122,340	122,340	122,340	200,000
Total:	\$ 119,115	\$ 122,340	\$ 122,340	\$ 122,340	\$ 200,000

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
General Fund	-	-	-	-	-
Gas Tax (2105, 2106, 2107)	119,115	122,340	122,340	122,340	200,000
Total:	\$ 119,115	\$ 122,340	\$ 122,340	\$ 122,340	\$ 200,000

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2013-14	2014-15
Number of curb miles swept.	3,600	6,900
Implementation of city wide street sweeping ordinance.	100%	100%

**COMMUNITY DEVELOPMENT**

Program: Street Cleaning  
Account: 21-960-72

**EXPENDITURE DETAIL**

		<i>ACTUAL</i> <i>2011-12</i>	<i>ADOPTED</i> <i>2012-13</i>	<i>ESTIMATED</i> <i>2012-13</i>	<i>ADOPTED</i> <i>2013-14</i>	<i>PROPOSED</i> <i>2014-15</i>
<b>PERSONNEL</b>						
<u>ACCT.</u>						
		-	-	-	-	-
	<b>Total:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

		<i>ACTUAL</i> <i>2011-12</i>	<i>ADOPTED</i> <i>2012-13</i>	<i>ESTIMATED</i> <i>2012-13</i>	<i>ADOPTED</i> <i>2013-14</i>	<i>PROPOSED</i> <i>2014-15</i>
<b>OPERATING EXPENSES</b>						
<u>ACCT.</u>						
	4256 Street Cleaning	119,115	122,340	122,340	122,340	200,000
	<b>Total:</b>	<b>\$ 119,115</b>	<b>\$ 122,340</b>	<b>\$ 122,340</b>	<b>\$ 122,340</b>	<b>\$ 200,000</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

ACCT.

4256 63% increase due to cost of street sweeping all city streets once weekly.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION
4256	<p data-bbox="315 268 422 300">21-960-72</p> <p data-bbox="315 317 846 390"><b>Street Cleaning</b> Athens Services - Street sweeping contract services</p> <p data-bbox="1214 489 1559 520"><b>TOTAL</b> 122,340</p>

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2014-2015

ACCT. NO.	DESCRIPTION	
	21-960-72	STREET CLEANING
4256	<b>Street Cleaning</b> Athens Services - Street sweeping contract services ( Including Landfill ) \$10,195 x 12	
	<b>TOTAL</b>	<b>200,000</b>

## COMMUNITY DEVELOPMENT

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

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2011-12	2012-13		2013-14	2014-15
	0.00	0.00		0.00	0.00
<b>Total:</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>	<b>0.00</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Personnel Costs	-	-	-	-	-
Operating Expenses	83,840	156,800	146,000	151,800	136,500
<b>Total:</b>	<b>\$ 83,840</b>	<b>\$ 156,800</b>	<b>\$ 146,000</b>	<b>\$ 151,800</b>	<b>\$ 136,500</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Lighting & Landscape District	83,840	156,800	146,000	151,800	136,500
<b>Total:</b>	<b>\$ 83,840</b>	<b>\$ 156,800</b>	<b>\$ 146,000</b>	<b>\$ 151,800</b>	<b>\$ 136,500</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2013-14	2014-15
Traffic signals inspected and serviced.	50%	100%

**COMMUNITY DEVELOPMENT**

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

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<u>ACCT.</u>					
	-	-	-	-	-
Total:	\$ -	\$ -	\$ -	\$ -	\$ -

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<u>ACCT.</u>					
4216 Contract Service - Public	56,455	120,000	110,000	115,000	100,000
4435 Utilities	21,257	35,000	35,000	35,000	35,000
4960 Administrative Charges	6,128	1,800	1,000	1,800	1,500
Total:	\$ 83,840	\$ 156,800	\$ 146,000	\$ 151,800	\$ 136,500

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

ACCT.

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2013-2014

ACCT. NO.	DESCRIPTION	TRAFFIC SIGNAL MAINTENANCE
4216	<b>Contract Service - Public</b> Los Angeles County Public Works Department Signal maintenance services (estimated) 38 signals control intersections	115,000
	<b>TOTAL</b>	<b>115,000</b>
4435	<b>Utilities</b> Edison International - Energy for 38 signal controlled intersections	35,000
	<b>TOTAL</b>	<b>35,000</b>
4960	<b>Administration</b> Reimbursement for general fund direct and indirect cost associated with managing the program budget	1,800
	<b>TOTAL</b>	<b>1,800</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

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

## COMMUNITY DEVELOPMENT

Program: Traffic Signs and Striping Maintenance

Account: 21-960-74

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2011-12	2012-13		2013-14	2014-15
Maintenance Lead Worker	0.30	0.30		0.30	0.30
Maintenance Worker	0.00	0.00		0.40	0.40
<b>Total:</b>	<b>0.30</b>	<b>0.30</b>		<b>0.70</b>	<b>0.70</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Personnel Costs	24,512	18,465	18,465	37,475	38,970
Operating Expenses	34,795	153,860	48,660	188,145	139,445
<b>Total:</b>	<b>\$ 59,307</b>	<b>\$ 172,325</b>	<b>\$ 67,125</b>	<b>\$ 225,620</b>	<b>\$ 178,415</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Traffic Congestion Relief Fund	-	-	-	-	-
Gas Tax (2105, 2106, 2107)	59,307	172,325	67,125	225,620	178,415
<b>Total:</b>	<b>\$ 59,307</b>	<b>\$ 172,325</b>	<b>\$ 67,125</b>	<b>\$ 225,620</b>	<b>\$ 178,415</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2013-14	2014-15
Replace traffic signs with retro-reflectivity compliant signs.	50%	100%
Repaint stop sign/bar pavement markings.	50%	100%
Repaint school zone pavement markings.	50%	100%

**COMMUNITY DEVELOPMENT**

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

**EXPENDITURE DETAIL**

<b>PERSONNEL</b>	<i>ACTUAL</i> <b>2011-12</b>	<i>ADOPTED</i> <b>2012-13</b>	<i>ESTIMATED</i> <b>2012-13</b>	<i>ADOPTED</i> <b>2013-14</b>	<i>PROPOSED</i> <b>2014-15</b>
<u>ACCT.</u>					
4139 Maintenance Lead Worker	17,743	18,465	18,465	18,830	19,200
4146 Maintenance Worker	-	-	-	18,645	19,770
4190 Allocated Benefits	6,769	-	-	-	-
<b>Total:</b>	<b>\$ 24,512</b>	<b>\$ 18,465</b>	<b>\$ 18,465</b>	<b>\$ 37,475</b>	<b>\$ 38,970</b>

<b>OPERATING EXPENSES</b>	<i>ACTUAL</i> <b>2011-12</b>	<i>ADOPTED</i> <b>2012-13</b>	<i>ESTIMATED</i> <b>2012-13</b>	<i>ADOPTED</i> <b>2013-14</b>	<i>PROPOSED</i> <b>2014-15</b>
<u>ACCT.</u>					
4255 Striping/Pavement	22,989	125,000	20,000	125,000	100,000
4266 Curb Addressing	-	-	-	25,000	-
4310 Optional Benefits Program	-	245	245	575	575
4320 Health Insurance	-	3,300	3,300	6,660	7,420
4340 PERS Retirement	-	4,030	4,030	8,180	8,505
4350 Medicare Tax	-	270	270	545	565
4360 Other Insurance	-	615	615	1,785	1,980
4265 Special Dept Supplies	-	400	200	400	400
4510 Maintenance & Repair	11,806	20,000	20,000	20,000	20,000
<b>Total:</b>	<b>\$ 34,795</b>	<b>\$ 153,860</b>	<b>\$ 48,660</b>	<b>\$ 188,145</b>	<b>\$ 139,445</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

ACCT.

4266 \$25,000 increase due to the initiation of the City's efforts to re-paint curb addresses within residential properties.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	
	<b>21-960-74</b>	<b>TRAFFIC SIGNS &amp; STRIPING MAINTENANCE</b>
	<b>Personnel</b>	
	Salaries	
4139	Maintenance Lead Worker (30%)	18,830
4146	Maintenance Worker (40%)	18,645
	<b>TOTAL</b>	<b>37,475</b>
4255	<b>Striping/Pavement</b>	
	Schedule striping and pavement marking including select system school zones, curb painting, new pavement, and pavement reflector replacement (estimated)	
	<b>TOTAL</b>	<b>125,000</b>
4266	<b>Curb Addressing</b>	
	Perform every 5 years	
	<b>TOTAL</b>	<b>25,000</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>575</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>6,660</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>8,180</b>
4350	<b>Medicare Tax</b>	
	<b>TOTAL</b>	<b>545</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>1,785</b>
4465	<b>Special Department Supplies</b>	
	Small Tools and Materials	400
	<b>TOTAL</b>	<b>400</b>
4510	<b>Maintenance &amp; Repair</b>	
	City routine sign maintenance, replacement & repair (estimated)	20,000
	<b>TOTAL</b>	<b>20,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	
	<b>21-960-74</b>	<b>TRAFFIC SIGNS &amp; STRIPING MAINTENANCE</b>
	<b>Personnel</b>	
	Salaries	
4139	Maintenance Lead Worker (30%)	19,200
4146	Maintenance Worker (40%)	19,770
	<b>TOTAL</b>	<b>38,970</b>
4255	<b>Striping/Pavement</b>	
	Schedule striping and pavement marking including select system school zones, curb painting, new pavement, and pavement reflector replacement (estimated)	
	<b>TOTAL</b>	<b>100,000</b>
4266	<b>Curb Addressing</b>	
	Perform every 5 years, next due FY2018-19	
	<b>TOTAL</b>	-
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	575
4320	<b>Health Insurance</b>	
	Medical, dental and vision	
	<b>TOTAL</b>	7,420
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	8,505
4350	<b>Medicare Tax</b>	
	<b>TOTAL</b>	565
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	1,980
4465	<b>Special Department Supplies</b>	
	Small Tools and Materials	400
	<b>TOTAL</b>	400
4510	<b>Maintenance &amp; Repair</b>	
	City routine sign maintenance, replacement & repair (estimated)	20,000
	<b>TOTAL</b>	<b>20,000</b>

## COMMUNITY DEVELOPMENT

Program: Street Maintenance  
Account: 21-960-75

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2011-12	2012-13		2013-14	2014-15
	0.00	0.00		0.00	0.00
<b>Total:</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>	<b>0.00</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Personnel Costs	-	-	-	-	-
Operating Expenses	147,315	262,500	100,000	122,500	147,500
<b>Total:</b>	<b>\$ 147,315</b>	<b>\$ 262,500</b>	<b>\$ 100,000</b>	<b>\$ 122,500</b>	<b>\$ 147,500</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Sewer Reconstruction Fund	-	10,000	-	-	10,000
Gas Tax (2105, 2106, 2107)	147,315	252,500	100,000	122,500	137,500
<b>Total:</b>	<b>\$ 147,315</b>	<b>\$ 262,500</b>	<b>\$ 100,000</b>	<b>\$ 122,500</b>	<b>\$ 147,500</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2013-14	2014-15
Scheduled hardscape repair and slurry seal in Maintenance Areas 1 & 2. 1/	100%	--
Scheduled hardscape repair and slurry seal in Maintenance Areas 3 & 4. 1/	--	--
Conduct Pavement Management Study & schedule hardscape and slurry repairs.	--	100

#### FOOTNOTES:

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

**COMMUNITY DEVELOPMENT**

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

**EXPENDITURE DETAIL**

<b>PERSONNEL</b>	<i>ACTUAL</i> <b>2011-12</b>	<i>ADOPTED</i> <b>2012-13</b>	<i>ESTIMATED</i> <b>2012-13</b>	<i>ADOPTED</i> <b>2013-14</b>	<i>PROPOSED</i> <b>2014-15</b>
<u>ACCT.</u>	-	-	-	-	-
<b>Total:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>OPERATING EXPENSES</b>	<i>ACTUAL</i> <b>2011-12</b>	<i>ADOPTED</i> <b>2012-13</b>	<i>ESTIMATED</i> <b>2012-13</b>	<i>ADOPTED</i> <b>2013-14</b>	<i>PROPOSED</i> <b>2014-15</b>
<u>ACCT.</u>					
4216 Contract Service - Public	147,315	112,500	100,000	97,500	97,500
4231 Prv/Spc Contract Services	-	25,000	-	-	25,000
4257 Street Maintenance	-	125,000	-	25,000	25,000
<b>Total:</b>	<b>\$ 147,315</b>	<b>\$ 262,500</b>	<b>\$ 100,000</b>	<b>\$ 122,500</b>	<b>\$ 147,500</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

ACCT.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	STREET MAINTENANCE
	<b>21-960-75</b>	
4216	<b>Contract Service - Public</b> Los Angeles County Public Works Department	
	Routine street maintenance and repair	90,000
	Storm damage repairs and debris removal	7,500
	<b>TOTAL</b>	<b>97,500</b>
4231	<b>Prv/Spc Contract Services</b>	
	<b>TOTAL</b>	-
4257	<b>Street Maintenance</b> Pot Hole Repair	
		25,000
	<b>TOTAL</b>	<b>25,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	STREET MAINTENANCE
	<b>21-960-75</b>	
4216	<b>Contract Service - Public</b> Los Angeles County Public Works Department  Routine street maintenance and repair Storm damage repairs and debris removal	90,000 7,500 <b>TOTAL 97,500</b>
4231	<b>Prv/Spc Contract Services</b> Sewer & Street Funding Analysis ( Sewer Reconstruction funded \$10,000)	25,000 <b>TOTAL 25,000</b>
4257	<b>Street Maintenance</b> Pot Hole Repair	25,000 <b>TOTAL 25,000</b>

## COMMUNITY DEVELOPMENT

Program: Sidewalk Maintenance  
Account: 21-960-76

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2011-12	2012-13		2013-14	2014-15
	0.00	0.00		0.00	0.00
<b>Total:</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>	<b>0.00</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Personnel Costs	-	-	-	-	-
Operating Expenses	17,336	165,000	20,000	165,000	165,000
<b>Total:</b>	<b>\$ 17,336</b>	<b>\$ 165,000</b>	<b>\$ 20,000</b>	<b>\$ 165,000</b>	<b>\$ 165,000</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
SB821	-	-	-	-	-
Gas Tax (2105, 2106, 2107)	17,336	165,000	20,000	165,000	165,000
<b>Total:</b>	<b>\$ 17,336</b>	<b>\$ 165,000</b>	<b>\$ 20,000</b>	<b>\$ 165,000</b>	<b>\$ 165,000</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2013-14	2014-15
Scheduled hardscape repair in Maintenance Areas 1 & 2.	100%	--
Scheduled hardscape repair in Maintenance Areas 3 & 4.	--	--
Monthly inspections of City sidewalks.	12	12
Install new ADA ramps. 1/	20	80
Sidewalk construction and improvements.	--	TBD

#### FOOTNOTES:

1/ ADA Ramps installation - CDBG funded.

**COMMUNITY DEVELOPMENT**

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

**EXPENDITURE DETAIL**

		ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15
<b>PERSONNEL</b>						
<u>ACCT.</u>						
		-	-	-	-	-
	<b>Total:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

		ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15
<b>OPERATING EXPENSES</b>						
<u>ACCT.</u>						
4216	Contract Service - Public	14,386	35,000	10,000	35,000	35,000
4258	Sidewalk Maintenance	2,950	130,000	10,000	130,000	130,000
	<b>Total:</b>	<b>\$ 17,336</b>	<b>\$ 165,000</b>	<b>\$ 20,000</b>	<b>\$ 165,000</b>	<b>\$ 165,000</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

ACCT.

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2013-2014

ACCT. NO.	DESCRIPTION	SIDEWALK MAINTENANCE
21-960-76		
4216	<b>Contract Service - Public</b> Los Angeles County Public Works Department sidewalk sidewalk repairs	<b>TOTAL</b> <b>35,000</b>
4258	<b>Sidewalk Maintenance</b> Private contractors - Project design engineering services (estimated) Project administration and construction inspection (estimated) Sidewalk replacement (estimated)	<b>TOTAL</b> <b>130,000</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	SIDEWALK MAINTENANCE
21-960-76		
4216	<b>Contract Service - Public</b> Los Angeles County Public Works Department semi-annual sidewalk inspection program and sidewalk repairs	<b>TOTAL 35,000</b>
4258	<b>Sidewalk Maintenance</b> Private contractors - Project design engineering services (estimated) Project administration and construction inspection (estimated) Sidewalk replacement (estimated)	<b>TOTAL 130,000</b>

## COMMUNITY DEVELOPMENT

Program: Solid Waste Management

Account: 01-960-77

### STATEMENT OF PURPOSE

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

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

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2011-12	2012-13	2013-14	2014-15
Personnel Costs	-	-	-	-	-
Operating Expenses	13,511	8,690	8,900	8,690	8,690
<b>Total:</b>	<b>\$ 13,511</b>	<b>\$ 8,690</b>	<b>\$ 8,900</b>	<b>\$ 8,690</b>	<b>\$ 8,690</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2011-12	2012-13	2013-14	2014-15
General Fund	-	-	-	-	-
Used Oil Grant	13,511	8,690	8,900	8,690	8,690
<b>Total:</b>	<b>\$ 13,511</b>	<b>\$ 8,690</b>	<b>\$ 8,900</b>	<b>\$ 8,690</b>	<b>\$ 8,690</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2013-14	2014-15
Provide outreach at various community events regarding used oil recycling.	5	5
Maintain City presence at the San Gabriel Valley Solid Waste Joint Powers Authority (monthly).	12	12
Administer solid waste contract.	1	1
Household Hazardous Waste event.	--	1

### FOOTNOTES:

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

**COMMUNITY DEVELOPMENT**

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

**EXPENDITURE DETAIL**

**PERSONNEL - NONE**

OPERATING EXPENSES	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15
<u>ACCT.</u>					
4241 SRRE Program	-	2,500	2,500	2,500	2,500
4605 Recycling Program	13,511	6,190	6,400	6,190	6,190
<b>Total:</b>	<b>\$ 13,511</b>	<b>\$ 8,690</b>	<b>\$ 8,900</b>	<b>\$ 8,690</b>	<b>\$ 8,690</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

ACCT.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	SOLID WASTE MANAGEMENT
	<b>01-960-77</b>	
4231	<b>Private/Special Contract Service</b> Refuse consultant (to conduct analysis of the 30-year evergreen agreement)	<b>TOTAL</b>
4241	<b>SRRE Program</b> Professional consultation services. Solid waste reduction and recycling element (SRRE) (estimated contingency)	<b>TOTAL</b> 2,500
4605	<b>Recycling Program</b> <b>(Fund 17)</b> Used Oil Program and Recycling Grant	<b>TOTAL</b> 6,190

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2014-2015

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

## COMMUNITY DEVELOPMENT

Program: Street Lighting  
Account: 47-960-78

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2011-12	2012-13		2013-14	2014-15
Office Assistant	0.00	0.05		0.00	0.00
Secretary - Pub Wrks	0.05	0.05		0.10	0.10
Public Safety Supervisor	0.10	0.10		0.10	0.10
Public Safety & Services Manager	0.00	0.00		0.10	0.10
Management Analyst	0.00	0.00		0.10	0.10
<b>Total:</b>	<b>0.15</b>	<b>0.20</b>		<b>0.40</b>	<b>0.40</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Personnel Costs	14,439	13,465	13,465	29,865	31,420
Operating Expenses	286,845	336,165	302,665	343,420	344,470
<b>Total:</b>	<b>\$ 301,284</b>	<b>\$ 349,630</b>	<b>\$ 316,130</b>	<b>\$ 373,285</b>	<b>\$ 375,890</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
General Fund	-	-	-	-	-
Lighting & Landscape District	301,284	349,630	316,130	373,285	375,890
<b>Total:</b>	<b>\$ 301,284</b>	<b>\$ 349,630</b>	<b>\$ 316,130</b>	<b>\$ 373,285</b>	<b>\$ 375,890</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2013-14	2014-15
Updated street light master plan.	---	100%
Upgrade street lights with the latest energy efficiency technology.	50%	100%

**COMMUNITY DEVELOPMENT**

Program: Street Lighting  
Account: 47-960-78

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4116 Office Assistant	-	2,055	2,055	-	-
4130 Secretary - Pub Wrks	2,608	2,815	2,815	6,035	6,150
4132 Public Safety Supervisor	8,126	8,595	8,595	9,125	9,680
4135 Public Safety & Services Manager	-	-	-	10,450	11,080
4174 Management Analyst	-	-	-	4,255	4,510
4390 Allocated Benefits	3,705	-	-	-	-
<b>Total:</b>	<b>\$ 14,439</b>	<b>\$ 13,465</b>	<b>\$ 13,465</b>	<b>\$ 29,865</b>	<b>\$ 31,420</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4240 Assessment District Eng	13,150	9,000	10,000	9,000	9,000
4271 Prv/Spc Prgs Contract Srv	1,016	1,500	1,500	1,500	1,500
4310 Optional Benefits Program	-	165	165	330	330
4320 Health Insurance	-	2,335	2,335	5,150	5,730
4340 PERS Retirement	-	2,935	2,935	6,220	6,540
4350 Medicare Tax	-	195	195	435	455
4360 Other Insurance	-	435	435	1,185	1,315
4465 Special Dept Supplies	-	100	100	100	100
4510 Maintenance & Repair	10,787	40,000	10,000	40,000	40,000
4570 Energy & Maintenance	257,402	275,000	275,000	275,000	275,000
4960 Administrative Charges	4,490	4,500	-	4,500	4,500
<b>Total:</b>	<b>\$ 286,845</b>	<b>\$ 336,165</b>	<b>\$ 302,665</b>	<b>\$ 343,420</b>	<b>\$ 344,470</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

**ACCT.**

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	STREET LIGHTING
	<b>47-960-78</b>	
	<b>Personnel</b>	
	Salaries	
4135	Public Safety & Services Manager (10%)	10,450
4132	Public Safety Supervisor (10%)	9,125
4130	Secretary - Public Works (10%)	6,035
4174	Management Analyst (10%)	4,255
	<b>TOTAL</b>	<b>29,865</b>
4240	<b>Assessment District Engineer</b>	
	Annual Lighting and Maintenance Assessment District Update	
	<b>TOTAL</b>	<b>9,000</b>
4271	<b>Private/Special Programs Contract Services</b>	
	Underground Service Alert program (estimated)	
	<b>TOTAL</b>	<b>1,500</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>330</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>5,150</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>6,220</b>
4350	<b>Medicare Tax</b>	
	<b>TOTAL</b>	<b>435</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>1,185</b>
4465	<b>Special Department Supplies</b>	
	General office supplies	
	<b>TOTAL</b>	<b>100</b>
4510	<b>Maintenance &amp; Repair</b>	
	Los Angeles County Public Works Department Street Light maintenance and repair (estimated - includes 3% liability insurance)	
	<b>TOTAL</b>	<b>40,000</b>
4570	<b>Energy &amp; Maintenance</b>	
	Edison International Street Light energy and maintenance costs	
	<b>TOTAL</b>	<b>275,000</b>

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2013-2014

ACCT. NO.	DESCRIPTION	STREET LIGHTING
4960	<b>Administrative Charges</b> Reimbursement of general funds direct and indirect costs associated with managing the program budget	
	<b>TOTAL</b>	<b>4,500</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	STREET LIGHTING
	<b>47-960-78</b>	
	<b>Personnel</b>	
	Salaries	
4135	Public Safety & Services Manager (10%)	11,080
4132	Public Safety Supervisor (10%)	9,680
4130	Secretary - Public Works (10%)	6,150
4174	Management Analyst (10%)	4,510
	<b>TOTAL</b>	<b>31,420</b>
4240	<b>Assessment District Engineer</b>	
	Annual Lighting and Maintenance Assessment District Update	
	<b>TOTAL</b>	<b>9,000</b>
4271	<b>Private/Special Programs Contract Services</b>	
	Underground Service Alert program (estimated)	
	<b>TOTAL</b>	<b>1,500</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>330</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>5,730</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>6,540</b>
4350	<b>Medicare Tax</b>	
	<b>TOTAL</b>	<b>455</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>1,315</b>
4465	<b>Special Department Supplies</b>	
	General office supplies	
	<b>TOTAL</b>	<b>100</b>
4510	<b>Maintenance &amp; Repair</b>	
	Los Angeles County Public Works Department Street Light maintenance and repair (estimated - includes 3% liability insurance)	
	<b>TOTAL</b>	<b>40,000</b>
4570	<b>Energy &amp; Maintenance</b>	
	Edison International Street Light energy and maintenance costs	
	<b>TOTAL</b>	<b>275,000</b>

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2014-2015

ACCT. NO.	DESCRIPTION	STREET LIGHTING
4960	<b>Administrative Charges</b> Reimbursement of general funds direct and indirect costs associated with managing the program budget	
	<b>TOTAL</b>	<b>4,500</b>

# MAINTENANCE

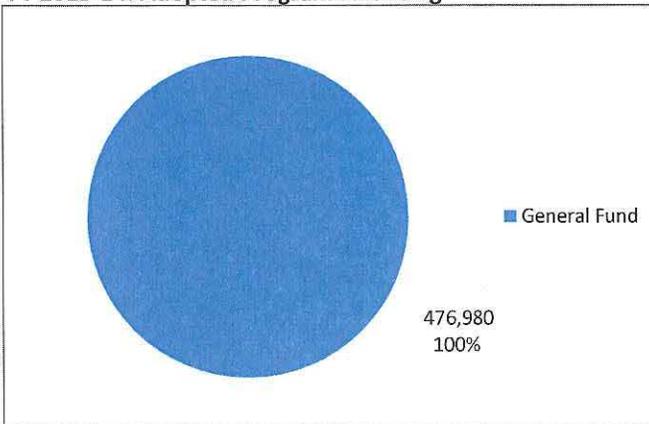
**Program 81: General Government Buildings**  
Operate and maintain City buildings.

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

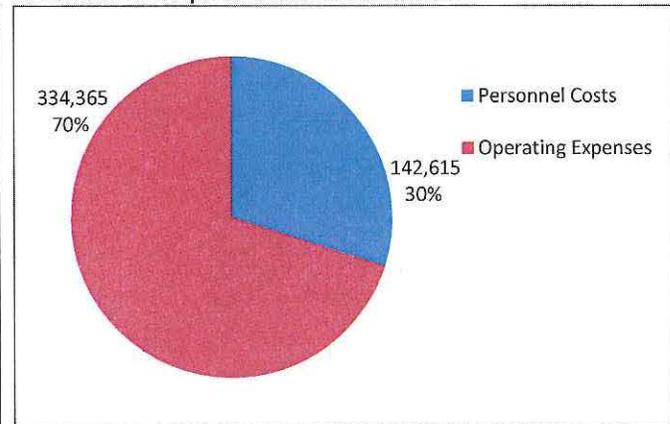
**Program 84: Graffiti Abatement**  
Graffiti cleanup response.

## DEPARTMENT SUMMARY

FY 2013-14: Adopted Program Financing



FY 2013-14: Adopted Resources Allocated



	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15
<b>RESOURCES ALLOCATED</b>					
Personnel Costs	152,640	193,065	169,065	142,615	170,250
Operating Expenses	317,782	309,190	382,950	334,365	296,350
<b>Total:</b>	<b>\$ 470,422</b>	<b>\$ 502,255</b>	<b>\$ 552,015</b>	<b>\$ 476,980</b>	<b>\$ 466,600</b>
<b>PROGRAM FINANCING</b>					
General Fund	470,422	502,255	552,015	476,980	466,600
<b>Total:</b>	<b>\$ 470,422</b>	<b>\$ 502,255</b>	<b>\$ 552,015</b>	<b>\$ 476,980</b>	<b>\$ 466,600</b>
<b>PERSONNEL (FTE)</b>					
	1.90	2.70		3.25	3.25
<b>Total:</b>	<b>1.90</b>	<b>2.70</b>		<b>3.25</b>	<b>3.25</b>

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## COMMUNITY DEVELOPMENT

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

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2011-12	2012-13		2013-14	2014-15
Community Dev Director	0.10	0.10		0.00	0.00
Maint Lead Worker	0.40	0.40		0.40	0.40
Maint Worker	0.00	0.00		0.30	0.30
<b>Total:</b>	<b>0.50</b>	<b>0.50</b>		<b>0.70</b>	<b>0.70</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Personnel Costs	56,282	42,735	42,735	45,595	45,430
Operating Expenses	255,866	209,125	285,025	242,645	206,160
<b>Total:</b>	<b>\$ 312,148</b>	<b>\$ 251,860</b>	<b>\$ 327,760</b>	<b>\$ 288,240</b>	<b>\$ 251,590</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
General Fund	312,148	251,860	327,760	288,240	251,590
<b>Total:</b>	<b>\$ 312,148</b>	<b>\$ 251,860</b>	<b>\$ 327,760</b>	<b>\$ 288,240</b>	<b>\$ 251,590</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2013-14	2014-15
Remodel City Council Chambers.	100%	100%
Paint City Hall, Civic Center and Chamber of Commerce.	100%	100%
Develop a Facilities Master Plan.	--	100%
Upgrade HVAC and Lighting/Controls in City facilities.	50%	100%
Administer and monitor performance of Janitorial contract.	100%	100%

FOOTNOTES:

**COMMUNITY DEVELOPMENT**

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

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4117 Community Dev Director	12,878	13,115	13,115	25,110	25,600
4139 Maint Lead Worker	23,657	24,620	24,620	13,985	14,830
4150 Overtime	7,502	5,000	5,000	6,500	5,000
4190 Allocated Benefits	12,245	-	-	-	-
<b>Total:</b>	<b>\$ 56,282</b>	<b>\$ 42,735</b>	<b>\$ 42,735</b>	<b>\$ 45,595</b>	<b>\$ 45,430</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4231 Prv/Spc Contract Services	36,000	-	-	-	-
4252 Janitorial Services	19,918	24,000	22,000	23,500	24,000
4259 Mechanical Maintenance	39,264	14,000	14,000	14,000	14,000
4260 General Maintenance	2,813	2,400	2,400	2,400	2,400
4310 Optional Benefits Program	-	410	410	575	575
4320 Health Insurance	-	5,635	5,635	7,200	8,025
4340 PERS Retirement	-	8,615	8,615	8,530	8,825
4350 Medicare Tax	-	575	575	565	585
4360 Other Insurance	-	1,190	1,190	1,815	2,010
4425 Memberships/Subscriptions	405	1,500	1,500	2,000	1,500
4435 Utilities	47,495	50,000	50,000	50,000	50,000
4440 Telephone	10,326	12,500	12,500	12,500	12,500
4465 Special Dept Supplies	28,589	22,000	22,000	24,000	22,000
4505 Primrose Property Expense	1,552	7,560	8,000	7,560	1,000
4510 Maintenance & Repair	38,454	22,000	70,000	42,000	22,000
4530 Special Equipment Maint	30,873	36,200	65,000	45,000	36,200
4580 Equipment Rental	177	540	1,200	1,000	540
<b>Total:</b>	<b>\$ 255,866</b>	<b>\$ 209,125</b>	<b>\$ 285,025</b>	<b>\$ 242,645</b>	<b>\$ 206,160</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

**ACCT.**

- 4425 33% increase due to increased cost for additional AV for EOC and City Hall conference rooms.
- 4465 9% increase due to increase in supplies required to maintain City facilities.
- 4510 81% increase due to increased costs associated with the physical maintenance of City facilities.
- 4530 24% increase due to the increased costs associated with special equipment used for the maintenance of the City's facilities.
- 4580 85% increase due to increased consumption of water by City staff.
- 4150 30% increase due to loss of availability of compensatory time for field staff.

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	GENERAL GOVERNMENT BUILDINGS
	<b>01-970-81</b>	
	<b>Personnel</b>	
	Salaries	
4139	Maintenance Lead Worker (40%)	25,110
4146	Maintenance Worker (30%)	13,985
	<b>TOTAL</b>	<b>39,095</b>
4150	<b>Overtime</b>	
	<b>TOTAL</b>	<b>6,500</b>
4231	<b>Private/Special Contract Services</b>	
	IT Master Plan	
	<b>TOTAL</b>	<b>-</b>
4252	<b>Janitorial Services</b>	
	Janitorial Services for City Hall and Civic Center, Community Room including janitorial & special services i.e. carpet cleaning, window washing, wall cleaning, floors, etc .	
	<b>TOTAL</b>	<b>23,500</b>
4259	<b>Mechanical Maintenance</b>	
	HVAC system maintenance & supplies	
	Emergency power generator maintenance and AQMD permit	
	<b>TOTAL</b>	<b>14,000</b>
4260	<b>General Maintenance</b>	
	Alarm services (City Hall, Civic Center, La Rosa Yard)	
	Pest control services	
	<b>TOTAL</b>	<b>2,400</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>575</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>7,200</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>8,530</b>
4350	<b>Medicare Tax</b>	
	<b>TOTAL</b>	<b>565</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>1,815</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014

ACCT. NO.	DESCRIPTION	GENERAL GOVERNMENT BUILDINGS
	<b>01-970-81</b>	
4425	<b>Memberships &amp; Subscriptions</b> Charter TV subscription for City Hall and EOC	<b>TOTAL 2,000</b>
4435	<b>Utilities</b> City Hall, Civic Center and EOC Edison International Southern California Gas Sunnyslope Water	<b>TOTAL 50,000</b>
4440	<b>Telephone</b> SBC Pac Bell - local service & cell phones (2), estimated AT & T - long distance service Telephone system maintenance and repair	<b>TOTAL 12,500</b>
4465	<b>Special Department Supplies</b> Lighting, water & misc. supplies Cleaning, sanitary supplies, trash liners, and paper goods Flags Misc Department Supplies	<b>TOTAL 24,000</b>
4505	<b>Primrose Property Expense</b> General expenses in regards to the Primrose Property	<b>TOTAL 7,560</b>
4510	<b>Maintenance &amp; Repair</b> General building repairs and facility maintenance (estimated). Includes CNG Gas Equipment, mat cleaning and misc. repairs and maintenance. Maintenance of 5800 Temple City Blvd. (alarm and utilities \$200/month for 10 months)	<b>TOTAL 42,000</b>
4530	<b>Special Equipment Maintenance</b> Radio communications equipment preventive maintenance and repair Annual fire extinguisher service Annual Defibrillator (City Hall & Civic Center) Annual Fueling Station Card Reader CTY Connect phone system Agreement	<b>TOTAL 45,000</b>
4580	<b>Equipment Rental</b> Water dispensers	<b>TOTAL 1,000</b>

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

ACCT. NO.	DESCRIPTION	GENERAL GOVERNMENT BUILDINGS
	<b>01-970-81</b>	
	<b>Personnel</b>	
	Salaries	
4139	Maintenance Lead Worker (40%)	25,600
4146	Maintenance Worker (30%)	14,830
	<b>TOTAL</b>	<b>40,430</b>
4150	<b>Overtime</b>	
	<b>TOTAL</b>	<b>5,000</b>
4252	<b>Janitorial Services</b>	
	Janitorial Services for City Hall and Civic Center, Community Room including janitorial & special services i.e. carpet cleaning, window washing, wall cleaning, floors, etc .	
	<b>TOTAL</b>	<b>24,000</b>
4259	<b>Mechanical Maintenance</b>	
	HVAC system maintenance & supplies	
	Emergency power generator maintenance and AQMD permit	
	<b>TOTAL</b>	<b>14,000</b>
4260	<b>General Maintenance</b>	
	Alarm services (City Hall, Civic Center, La Rosa Yard)	
	Pest control services	
	<b>TOTAL</b>	<b>2,400</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>575</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>8,025</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>8,825</b>
4350	<b>Medicare Tax</b>	
	<b>TOTAL</b>	<b>585</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>2,010</b>
4425	<b>Memberships &amp; Subscriptions</b>	
	Charter TV subscription for City Hall and EOC	
	<b>TOTAL</b>	<b>1,500</b>

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

ACCT. NO.	DESCRIPTION	
	<b>01-970-81</b>	<b>GENERAL GOVERNMENT BUILDINGS</b>
4435	<b>Utilities</b> City Hall, Civic Center and EOC Edison International Southern California Gas Sunnyslope Water	<b>TOTAL 50,000</b>
4440	<b>Telephone</b> SBC Pac Bell - local service & cell phones (2), estimated AT & T - long distance service Telephone system maintenance and repair	<b>TOTAL 12,500</b>
4465	<b>Special Department Supplies</b> Lighting, water & misc. supplies 4,400 Cleaning, sanitary supplies, trash liners, and paper goods 6,100 Flags 6,000 Misc Department Supplies 5,500	<b>TOTAL 22,000</b>
4505	<b>Primrose Property Expense</b> General expenses in regards to the Primrose Property	<b>TOTAL 1,000</b>
4510	<b>Maintenance &amp; Repair</b> General building repairs and facility maintenance (estimated). Includes CNG Gas Equipment, mat cleaning and misc. repairs and maintenance.	<b>TOTAL 22,000</b>
4530	<b>Special Equipment Maintenance</b> Radio communications equipment preventive maintenance and repair 1,700 Annual fire extinguisher service 1,100 Annual Defibrillator (City Hall & Civic Center) 500 Annual Fueling Station Card Reader 400 CTY Connect phone system Agreement 32,500	<b>TOTAL 36,200</b>
4580	<b>Equipment Rental</b> Water dispensers	<b>TOTAL 540</b>

## COMMUNITY DEVELOPMENT

Program: Parking Facilities

Account: 01-970-82

### STATEMENT OF PURPOSE

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

<b>STAFFING SUMMARY (FTEs)</b>	<i>ACTUAL</i>	<i>ADOPTED</i>		<i>ADOPTED</i>	<i>PROPOSED</i>
	<i>2011-12</i>	<i>2012-13</i>		<i>2013-14</i>	<i>2014-15</i>
Public Safety Supervisor	0.10	0.10		0.00	0.00
Maintenance Lead Worker	0.30	0.30		0.30	0.30
Maintenance Worker	1.00	1.00		0.30	0.30
Public Safety & Services Manager	0.00	0.00		0.10	0.10
Management Analyst	0.00	0.00		0.10	0.10
Part Time	0.00	0.75		1.75	1.75
<b>Total:</b>	<b>1.40</b>	<b>2.15</b>		<b>2.55</b>	<b>2.55</b>

<b>BUDGET SUMMARY</b>	<i>ACTUAL</i>	<i>ADOPTED</i>	<i>ESTIMATED</i>	<i>ADOPTED</i>	<i>PROPOSED</i>
	<i>2011-12</i>	<i>2012-13</i>	<i>2012-13</i>	<i>2013-14</i>	<i>2014-15</i>
Personnel Costs	96,358	148,275	124,275	97,020	124,820
Operating Expenses	38,268	70,500	71,360	65,320	63,790
<b>Total:</b>	<b>\$ 134,626</b>	<b>\$ 218,775</b>	<b>\$ 195,635</b>	<b>\$ 162,340</b>	<b>\$ 188,610</b>

<b>FUNDING SOURCES</b>	<i>ACTUAL</i>	<i>ADOPTED</i>	<i>ESTIMATED</i>	<i>ADOPTED</i>	<i>PROPOSED</i>
	<i>2011-12</i>	<i>2012-13</i>	<i>2012-13</i>	<i>2013-14</i>	<i>2014-15</i>
General Fund	134,626	218,775	195,635	162,340	188,610
<b>Total:</b>	<b>\$ 134,626</b>	<b>\$ 218,775</b>	<b>\$ 195,635</b>	<b>\$ 162,340</b>	<b>\$ 188,610</b>

### KEY PROGRAM GOALS

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

<b>KEY WORKLOAD MEASURES</b>	<i>ADOPTED</i>	<i>PROPOSED</i>
	<i>2013-14</i>	<i>2014-15</i>
Maintain irrigation system.	100%	100%
Inspect and maintain parking lot lighting system.	100%	100%

FOOTNOTES:

**COMMUNITY DEVELOPMENT**

Program: Parking Facilities  
Account: 01-970-82

**EXPENDITURE DETAIL**

PERSONNEL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4132 Public Safety Supervisor	8,126	8,595	8,595	-	-
4135 Public Safety & Services Manager	-	-	-	10,450	11,080
4139 Maint Lead Worker	17,743	18,465	18,465	18,830	19,200
4146 Maintenance Worker	41,436	44,015	44,015	13,985	14,830
4174 Management Analyst	-	-	-	4,255	4,510
4150 Overtime	2,908	3,200	3,200	4,500	3,200
4161 Part Time	430	74,000	50,000	45,000	72,000
4190 Allocated Benefits	25,715	-	-	-	-
<b>Total:</b>	<b>\$ 96,358</b>	<b>\$ 148,275</b>	<b>\$ 124,275</b>	<b>\$ 97,020</b>	<b>\$ 124,820</b>

OPERATING EXPENSES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
<b>ACCT.</b>					
4310 Optional Benefits Program	-	1,150	1,150	660	660
4320 Health Insurance	-	10,845	10,845	8,555	9,530
4340 PERS Retirement	-	15,510	15,510	10,070	10,515
4350 Medicare Tax	-	1,030	1,030	1,705	1,765
4360 Other Insurance	-	2,565	2,565	3,440	3,920
4415 Vehicle Operation	11,629	9,000	9,000	9,000	5,000
4420 Fares & Subsistence	-	610	610	-	-
4435 Utilities	14,293	14,390	14,000	14,390	15,000
4440 Telephone	445	400	400	400	400
4455 Uniforms	1,775	4,000	4,500	4,100	4,000
4465 Special Dept Supplies	7,103	5,000	6,000	6,000	7,000
4490 Training	598	1,000	750	1,000	1,000
4510 Maintenance & Repair	1,579	3,000	3,000	4,000	3,000
4530 Special Equipment Maint	210	1,000	1,000	1,000	1,000
4550 Small Tool Replacement	636	1,000	1,000	1,000	1,000
<b>Total:</b>	<b>\$ 38,268</b>	<b>\$ 70,500</b>	<b>\$ 71,360</b>	<b>\$ 65,320</b>	<b>\$ 63,790</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

**ACCT.**

- 4150 40% increase due to loss of availability of compensatory time for field staff.
- 4161 8% increase due to the increase of costs incurred for PT staff.
- 4465 20% increase due to increase costs associated with supplies required to maintain the City's parking facilities.
- 4510 33% increase due to the anticipated retrofit of lighting in the City's parking lots.

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014**

ACCT. NO.	DESCRIPTION	PARKING FACILITIES
	<b>01-970-82</b>	
	<b>Personnel</b>	
	Salaries	
4135	Public Safety & Services Manager (10%)	10,450
4139	Maintenance Lead Worker (30%)	18,830
4146	Maintenance Worker (30%)	13,985
4174	Management Analyst (10%)	4,255
	<b>TOTAL</b>	<b>47,520</b>
4150	<b>Overtime</b>	
	<b>TOTAL</b>	<b>4,500</b>
4161	<b>Part Time</b>	
	One to two Maintenance Workers	
	<b>TOTAL</b>	<b>45,000</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>660</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>8,555</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>10,070</b>
4350	<b>Medicare Tax</b>	
	<b>TOTAL</b>	<b>1,705</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>3,440</b>
4415	<b>Vehicle Operation</b>	
	Estimated fuel consumption (Unit 102, 103)	
	Schedule preventive maintenance	
	Extraordinary repair	
	<b>TOTAL</b>	<b>9,000</b>
4435	<b>Utilities</b>	
	Edison International	
	Sunnyslope Water	
	<b>TOTAL</b>	<b>14,390</b>
4440	<b>Telephone</b>	
	Cellular phone monthly service charge ( 12 months @ \$35)	
	additional cell phone supplies	
	<b>TOTAL</b>	<b>400</b>

**CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2013-2014**

ACCT. NO.	DESCRIPTION	PARKING FACILITIES
	<b>01-970-82</b>	
4455	<b>Uniforms</b> Maintenance Worker's uniforms	<b>TOTAL 4,100</b>
4465	<b>Special Department Supplies</b> Herbicides, trash bags, water hoses Rain gear, gloves & disposal gloves Safety equipment	<b>TOTAL 6,000</b>
4490	<b>Training</b> Training Parking Maintenance personnel (workshops, seminars, etc.)	<b>TOTAL 1,000</b>
4510	<b>Maintenance &amp; Repair</b> Lighting, landscaping, water irrigation systems, signs	<b>TOTAL 4,000</b>
4530	<b>Special Equipment Maintenance</b> Standard lawnmower, hedge trimming and motorized equipment maintenance and repair	<b>TOTAL 1,000</b>
4550	<b>Small Tool Replacement</b> Shovels, rakes, brooms and general tool replacement	<b>TOTAL 1,000</b>

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

ACCT. NO.	DESCRIPTION	PARKING FACILITIES
	<b>01-970-82</b>	
	<b>Personnel</b>	
	Salaries	
4135	Public Safety & Safety Manager (10%)	11,080
4139	Maintenance Lead Worker (30%)	19,200
4146	Maintenance Worker (30%)	14,830
4174	Management Analyst (10%)	4,510
	<b>TOTAL</b>	<b>49,620</b>
4150	<b>Overtime</b>	
	<b>TOTAL</b>	<b>3,200</b>
4161	<b>Part Time</b>	
	Two Maintenance Workers (\$19.53 x 35Hrs/Wk x 52 Wks x 2)	
	<b>TOTAL</b>	<b>72,000</b>
4310	<b>Optional Benefits Program</b>	
	<b>TOTAL</b>	<b>660</b>
4320	<b>Health Insurance</b>	
	Medical, dental and vision	
	<b>TOTAL</b>	<b>9,530</b>
4340	<b>PERS Retirement</b>	
	<b>TOTAL</b>	<b>10,515</b>
4350	<b>Medicare Tax</b>	
	<b>TOTAL</b>	<b>1,765</b>
4360	<b>Other Insurance</b>	
	<b>TOTAL</b>	<b>3,920</b>
4415	<b>Vehicle Operation</b>	
	Estimated fuel consumption (Unit 102, 103)	
	Schedule preventive maintenance	
	Extraordinary repair	
	<b>TOTAL</b>	<b>5,000</b>
4435	<b>Utilities</b>	
	Edison International	
	Sunnyslope Water	
	<b>TOTAL</b>	<b>15,000</b>
4440	<b>Telephone</b>	
	Cellular phone monthly service charge ( 12 months @ \$35)	
	additional cell phone supplies	
	<b>TOTAL</b>	<b>400</b>

CITY OF TEMPLE CITY  
BUDGET WORKSHEET  
FY 2014-2015

ACCT. NO.	DESCRIPTION	PARKING FACILITIES
	<b>01-970-82</b>	
4455	<b>Uniforms</b> Maintenance Worker's uniforms	<b>TOTAL 4,000</b>
4465	<b>Special Department Supplies</b> Herbicides, trash bags, water hoses Rain gear, gloves & disposal gloves Safety equipment	<b>TOTAL 7,000</b>
4490	<b>Training</b> Training Parking Maintenance personnel (workshops, seminars, etc.)	<b>TOTAL 1,000</b>
4510	<b>Maintenance &amp; Repair</b> Lighting, landscaping, water irrigation systems, signs	<b>TOTAL 3,000</b>
4530	<b>Special Equipment Maintenance</b> Standard lawnmower, hedge trimming and motorized equipment maintenance and repair	<b>TOTAL 1,000</b>
4550	<b>Small Tool Replacement</b> Shovels, rakes, brooms and general tool replacement	<b>TOTAL 1,000</b>

## COMMUNITY DEVELOPMENT

Program: Graffiti Abatement  
Account: 01-970-84

### STATEMENT OF PURPOSE

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

STAFFING SUMMARY (FTEs)	ACTUAL	ADOPTED		ADOPTED	PROPOSED
	2011-12	2012-13		2013-14	2014-15
Office Assistant	0.00	0.05		0.00	0.00
<b>Total:</b>	<b>0.00</b>	<b>0.05</b>		<b>0.00</b>	<b>0.00</b>

BUDGET SUMMARY	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
Personnel Costs	-	2,055	2,055	-	-
Operating Expenses 1/	23,648	29,565	26,565	26,400	26,400
<b>Total:</b>	<b>\$ 23,648</b>	<b>\$ 31,620</b>	<b>\$ 28,620</b>	<b>\$ 26,400</b>	<b>\$ 26,400</b>

FUNDING SOURCES	ACTUAL	ADOPTED	ESTIMATED	ADOPTED	PROPOSED
	2011-12	2012-13	2012-13	2013-14	2014-15
General Fund	23,648	31,620	28,620	26,400	26,400
<b>Total:</b>	<b>\$ 23,648</b>	<b>\$ 31,620</b>	<b>\$ 28,620</b>	<b>\$ 26,400</b>	<b>\$ 26,400</b>

### KEY PROGRAM GOALS

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

KEY WORKLOAD MEASURES	ADOPTED	PROPOSED
	2013-14	2014-15
Number of graffiti tags removed.	24,000	18,000
Number of graffiti tags removed (observed by contractor).	18,200	14,400
Number of graffiti tags removed (by call in).	5,800	3,600

#### FOOTNOTES:

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

**COMMUNITY DEVELOPMENT**

Program: Graffiti Abatement  
Account: 01-970-84

**EXPENDITURE DETAIL**

<b>PERSONNEL</b>	<i>ACTUAL</i> <b>2011-12</b>	<i>ADOPTED</i> <b>2012-13</b>	<i>ESTIMATED</i> <b>2012-13</b>	<i>ADOPTED</i> <b>2013-14</b>	<i>PROPOSED</i> <b>2014-15</b>
<u>ACCT.</u>					
4116 Office Assistant	-	2,055	2,055	-	-
4190 Allocated Benefits	-	-	-	-	-
<b>Total:</b>	<b>\$ -</b>	<b>\$ 2,055</b>	<b>\$ 2,055</b>	<b>\$ -</b>	<b>\$ -</b>

<b>OPERATING EXPENSES</b>	<i>ACTUAL</i> <b>2011-12</b>	<i>ADOPTED</i> <b>2012-13</b>	<i>ESTIMATED</i> <b>2012-13</b>	<i>ADOPTED</i> <b>2013-14</b>	<i>PROPOSED</i> <b>2014-15</b>
<u>ACCT.</u>					
4262 Graffiti Abatement	23,648	28,000	25,000	26,000	26,000
4310 Optional Benefits Program	-	40	40	-	-
4320 Health Insurance	-	565	565	-	-
4340 PERS Retirement	-	450	450	-	-
4350 Medicare Tax	-	30	30	-	-
4360 Other Insurance	-	80	80	-	-
4465 Special Dept. Supplies	-	400	400	400	400
<b>Total:</b>	<b>\$ 23,648</b>	<b>\$ 29,565</b>	<b>\$ 26,565</b>	<b>\$ 26,400</b>	<b>\$ 26,400</b>

**ACCOUNT MODIFICATIONS**

*Represents a minimum 10% variance (+/-) between the adopted FY 2012-13 and adopted FY 2013-14 budgets.*

ACCT.

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2013-2014

ACCT. NO.	DESCRIPTION	GRAFFITI ABATEMENT
	<b>01-970-84</b>	
4262	<b>Personnel</b>	
	Salaries	
	<b>Graffiti Abatement</b>	
	Graffiti removal contract service	
	Supplemental Graffiti Abatement	
	<b>TOTAL</b>	<b>26,000</b>
4465	<b>Special Department Supplies</b>	
	Graffiti removal supplies	
	<b>TOTAL</b>	<b>400</b>

CITY OF TEMPLE CITY  
 BUDGET WORKSHEET  
 FY 2014-2015

ACCT. NO.	DESCRIPTION	GRAFFITI ABATEMENT
01-970-84		
4262	<b>Graffiti Abatement</b> Graffiti removal contract service Supplemental Graffiti Abatement	<b>TOTAL</b> <b>26,000</b>
4465	<b>Special Department Supplies</b> Graffiti removal supplies	<b>TOTAL</b> <b>400</b>

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015

**VEHICLES &  
EQUIPMENT  
REPLACEMENT**

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**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

**VEHICLES AND EQUIPMENT PROGRAM**

Introduction

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

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

Elements

The program documents consist of several elements, including a proposed Fiscal Year 2013-15 budget detail for vehicle and equipment expenditures, a departmental cost summary and a complete inventory of replacement items.

The Budget Expenditure Detail itemizes total capital outlay for vehicles and equipment by classification. This element also identifies the specific items to be replaced and new acquisitions proposed for Fiscal Year 2013-15. These items appear in order of Department Program and include estimated costs.

The Cost Summary details the total vehicle and equipment expenditures projected for Fiscal Year 2013-15. The replacement schedule is covered in the final element and includes a complete listing of all anticipated vehicle and equipment replacements.

Summary

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

**CITY OF TEMPLE CITY**

**ADOPTED BUDGET**

FY 2013-2015

DEPARTMENT: EQUIPMENT REPLACEMENT  
PROGRAM: VEHICLES & EQUIPMENT

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

**SUMMARY OF EXPENDITURES**

	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15
PERSONNEL	-	-	-	-	-
OPERATING EXPENSES	-	-	-	-	-
CAPITAL OUTLAY	261,939	263,485	265,095	442,780	73,000
<b>TOTAL</b>	<b>261,939</b>	<b>263,485</b>	<b>265,095</b>	<b>442,780</b>	<b>73,000</b>

**FUNDING SOURCE**

General Fund	270,800
Gas Tax	41,000
Air Quality Management District	80,000
Lighting/Landscape District	50,980

CITY OF TEMPLE CITY

ADOPTED BUDGET

FY 2013-2015

DEPARTMENT: EQUIPMENT REPLACEMENT

DIVISION: EQUIPMENT REPLACEMENT

PROGRAM: VEHICLES & EQUIPMENT

ACCOUNT NO: XX-980-XX-XXXX

EXPENDITURE DETAIL

ACCT. NO.	ACTIVITY	ACTUAL 2011-12	ADOPTED 2012-13	ESTIMATED 2012-13	ADOPTED 2013-14	PROPOSED 2014-15
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	-	-	-	-	-
	<b>OPERATING EXPENSE</b>					
	<b>TOTAL OPERATING EXP</b>	-	-	-	-	-
	<b>CAPITAL OUTLAY</b>					
4820	Vehicles	184,438	32,075	19,535	30,180	8,000
4830	Office Equipment	43,102	73,100	94,215	194,100	50,000
4840	Special Equipment	34,399	158,310	151,345	218,500	15,000
	<b>TOTAL CAP OUTLAY</b>	<b>261,939</b>	<b>263,485</b>	<b>265,095</b>	<b>442,780</b>	<b>73,000</b>
	<b>TOTAL PROGRAM</b>	<b>261,939</b>	<b>263,485</b>	<b>265,095</b>	<b>442,780</b>	<b>73,000</b>

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015

CAPITALIZED FIXED ASSETS

		<u>DESCRIPTION</u>		<u>ADOPTED FY 2012-13</u>	<u>ESTIMATED FY 2012-13</u>	<u>ADOPTED FY 2013-14</u>	<u>PROPOSED FY 2014-15</u>
<b>MANAGEMENT SERVICES DEPARTMENT</b>							
Council Support	- Office	2 Desktop Computers <b>01-910-45-4830</b>	GF		2,400	2,400	
<b>PARKS &amp; RECREATION</b>							
Recreation/Human Services	- Office	ActiveNet Fully Hosted, Web Based Recreation Registration (included consultation and on site training) <b>01-940-57-4830</b>	GF			20,000	
	- Special	2 Carnival Games (Duck Pond & Fishing) 2 Street Banners 2 Enclosed Canopy with Windows 1 Portable Generator 1 Portable Pitching Machine 3 Street Banners <b>01-940-57-4840</b>	GF	1,550 1,700 <u>3,250</u>	1,550 1,515 <u>3,065</u>	1,400 1,200 1,200 2,400 <u>6,200</u>	
Parks - Maintenance/Facilities	- Vehicle	Lift Gate and Light Bar for Pick up Truck 8' x 16' Hauling Trailer with Ramp 1 Tractor <b>01-940-59-4820</b>	AQMD GF GF	5,500 17,075 <u>22,575</u>	4,990 14,545 <u>19,535</u>	20,000 20,000	
	- Office	12 Mobile Folding Tables 2 Picnic Tables Lobby Furniture for Live Oak Park Community Center <b>01-940-59-4830</b>	GF	6,700 <u>6,700</u>	5,530 <u>5,530</u>	2,600 3,000 <u>5,600</u>	
	- Special	Ice Machine for City Yard 1 Toro Push Mower 1 Push Reel Mower 2 Mower Catchers 1 Core Aerator <b>01-940-59-4840</b>	GF	2,500 <u>2,500</u>	2,455 <u>2,455</u>	1,200 1,800 8,000 4,500 <u>15,500</u>	
Trees & Parkways	- Vehicle	2 Tires for Unit #105 <b>47-970-83-4820</b>	L/LD			3,180 <u>3,180</u>	
	- Special	1 Chain Saw 1 Back Pack Blower 1 Stump Grinder 1 Brush Chipper 2 Chain Saws <b>47-970-83-4840</b>	L/LD	710 550 37,800 <u>39,060</u>	720 545 37,870 <u>39,135</u>	46,000 1,800 <u>47,800</u>	

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015

CAPITALIZED FIXED ASSETS

		<u>DESCRIPTION</u>		<u>ADOPTED FY 2012-13</u>	<u>ESTIMATED FY 2012-13</u>	<u>ADOPTED FY 2013-14</u>	<u>PROPOSED FY 2014-15</u>
<b>COMMUNITY DEVELOPMENT</b>							
Public Safety Division							
Law Enforcement	- Special	GPS Fleet Monitoring <b>01-950-61-4840</b>	GF			12,000	12,000
Animal Control	- Office	Cubicle Remodel <b>01-950-63-4830</b>	GF		920		
Emergency Services	- Special	Handheld Radio and Desk Terminals (Upgrade) Handheld Radio and Desk Terminals (Upgrade) <b>01-950-61-4840</b>	GF			15,000	15,000
Community Preservation	- Office	File Cabinet, Workstation Remodel <b>01-950-65-4830</b>	GF	12,000	12,000		
Parking Administration	- Vehicle	1 Mobile Digital Computer <b>01-950-67-4820</b>	GF	7,000	-	7,000	
	- Office	Cubicle Remodel <b>01-950-67-4830</b>	GF		920		
Public Works Division							
Street Maintenance	- Vehicle	1 Asphalt Pounder and Tow 1 Dump Bed Truck Retrofit to Existing Vehicle 1 Dump Bed Truck Retrofit to Existing Vehicle <b>21-960-75-4840</b>	GT			12,000	8,000
Street Maintenance	- Special	2 Wanco Mini Full Matrix Message Broads with Modems 1 Wanco Full Matrix Message Broad <b>21-960-75-4840</b>	GT	36,000	33,985	21,000	21,000
Maintenance Division							
General Government Buildings	- Office	Technology Upgrade 3 Credit Card Machines for City Hall 1 Mailing Machine  1 ID Card Printer Technical upgrades to remodel Administrative and Community Development Conference Rooms		30,000 2,400 9,000  13,000	30,000 - 9,300 15,870 4,275 13,000	50,000	50,000



CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015

# **CAPITAL IMPROVEMENT PROGRAM**

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CITY OF TEMPLE CITY

ADOPTED BUDGET

FY 2013-2015

CAPITAL IMPROVEMENT PROGRAM

Introduction

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

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

Elements

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

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

Priorities

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

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

Summary

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

**CITY OF TEMPLE CITY**

**ADOPTED BUDGET**

**FY 2013-2015**

**CAPITAL IMPROVEMENT PROGRAM**

**FUNDING SOURCE DESCRIPTION**

General Fund

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

Proposition C Fund

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

Gas Tax Fund

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

SB821 Fund

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

Sewer Reconstruction

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

Park Acquisition Fund

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

Lighting & Landscape Fund

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

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

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015

CAPITAL IMPROVEMENT PROGRAM  
FUNDING SOURCE SUMMARY

<u>Funding Source</u>	<u>Abbreviations</u>	<u>FISCAL YEAR</u>	<u>FISCAL YEAR</u>	<u>FISCAL YEAR</u>
		<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>
		<u>Estimated</u>	<u>Proposed</u>	<u>Proposed</u>
General Fund	GF	1,197,250	788,350	47,000
General Fund (Received from CalTrans)	GF-CT	48,640	332,970	-
General Fund - Economic Development	GF-Eco Dev	-	1,000,000	-
Proposition A	PROP A	-	1,500,000	-
Proposition C	PROP C	3,685,430	2,780,645	-
Gas Tax	GT	30,000	1,955,000	125,000
Proposition 1B	PROP 1B	531,015	14,465	-
CDBG	CDBG	384,000	75,000	-
SB821 (Transportation Development Act)	SB821/TDA	22,000	-	-
Measure R	MR	105,390	1,194,230	100,000
Sewer Reconstruction	SR	-	400,000	-
Highway Safety Improvement Program	HSIP	-	340,000	-
Park Acquisition	PA	-	-	-
Lighting/Landscape District	L/LD	-	2,000,000	-
Rubberized Asphalt Concrete Grant	RAC	-	110,250	-
Surface Transportation Program Local	STPL	-	1,007,815	-
Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU)	SAFE LU	-	719,920	-
Environment Protection Agency	EPA	-	194,000	-
Beverage Container Recyclable (State Recycling Fund)	BCR	-	9,000	-
Safe Routes To School	SR2S	-	431,900	-
Bicycle Transportation Account	BTA	-	922,900	-
Congestion Mitigation and Air Quality	CMAQ	-	2,249,985	-
<b>TOTAL</b>		<b><u>6,003,725</u></b>	<b><u>18,026,430</u></b>	<b><u>272,000</u></b>

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015

CAPITAL IMPROVEMENT PROGRAM  
PROJECT COST SUMMARY

	<u>FISCAL YEAR 2012 - 2013</u>		<u>FISCAL YEAR 2013 - 2014</u>		<u>FISCAL YEAR 2014 - 2015</u>	
	<u>Adopted</u>	<u>Estimated</u>	<u>Carry Over</u>	<u>Proposed</u>	<u>Carry Over</u>	<u>Proposed</u>
<u>Project Expenditures</u>						
Parks - Maintenance / Facilities	115,000	50,000	60,000	50,500	-	47,000
Traffic Engineering	50,490	50,490	-	250,000	-	100,000
Parking Administration	54,900	54,900	-	-	-	-
Street Cleaning	-	-	-	300,000	-	-
Street Construction / Maintenance	2,618,150	562,000	2,056,150	1,391,500	-	125,000
Street Construction / Maintenance (For the Rosemead Boulevard Improvement Project Only)	15,714,205	3,765,085	11,855,530	1,587,750	-	-
Sidewalk Maintenance	384,000	384,000	-	75,000	-	-
General Government Buildings	1,180,250	1,137,250	40,000	130,000	-	-
Parking Facilities	-	-	-	230,000	-	-
<b>TOTAL</b>	<b><u>20,116,995</u></b>	<b><u>6,003,725</u></b>	<b><u>14,011,680</u></b>	<b><u>4,014,750</u></b>	<b><u>-</u></b>	<b><u>272,000</u></b>

CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL

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

No.	Project	Priority	<u>FISCAL YEAR 2012 - 2013</u>		<u>FISCAL YEAR 2013 - 2014</u>		<u>FISCAL YEAR 2014 - 2015</u>	
			<u>Adopted</u>	<u>Estimated</u>	<u>Carry Over</u>	<u>Proposed</u>	<u>Carry Over</u>	<u>Proposed</u>
P12-02	Citywide Parks & Open Space Master Plan	(D)	95,000 GF	35,000 GF	60,000 GF	10,000 GF	-	-
P13-01	Additional Concrete for the Performing Arts Pavillion Area	(D)	20,000 GF	15,000 GF	-	-	-	-
P14-01	Repair Operable Walls in Community Center	(D)	-	-	-	15,000 GF	-	-
P14-02	Installation of Hand Dryers in Park Restrooms	(D)	-	-	-	10,500 GF	-	-
P14-03	New Playground Equipment for Temple City Park	(D)	-	-	-	6,000 GF 9,000 BCR <u>15,000</u>	-	-
P15-01	Retrofit Existing Walkway Lights at Live Oak Park with LED Fixture Heads	(D)	-	-	-	-	-	22,000 GF
P15-02	Mural for Live Oak Park Community Center	(D)	-	-	-	-	-	25,000 GF
<b>Recap of Funding Sources</b>			115,000 GF	50,000 GF	60,000 GF	41,500 GF 9,000 BCR	-	47,000 GF
<b>TOTAL CIP - PARKS - MAINT / FACILITIES</b>			<u>115,000</u>	<u>50,000</u>	<u>60,000</u>	<u>50,500</u>	<u>-</u>	<u>47,000</u>

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CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL

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

No.	Project	Priority	<u>FISCAL YEAR 2012 - 2013</u>		<u>FISCAL YEAR 2013 - 2014</u>		<u>FISCAL YEAR 2014 - 2015</u>	
			<u>Adopted</u>	<u>Estimated</u>	<u>Carry Over</u>	<u>Proposed</u>	<u>Carry Over</u>	<u>Proposed</u>
P12-07	Citywide Traffic Calming Study Master Plan	(N)	50,490 MR	50,490 MR	-	100,000 MR	-	100,000 MR
P14-04	Citywide Traffic Calming Implementaton	(N)	-	-	-	150,000 GF	-	-
<b>Recap of Funding Sources</b>			-	-	-	150,000 GF	-	-
			<u>50,490 MR</u>	<u>50,490 MR</u>	<u>-</u>	<u>100,000 MR</u>	<u>-</u>	<u>100,000 MR</u>
<b>TOTAL CIP - TRAFFIC ENGINEERING</b>			<u><u>50,490</u></u>	<u><u>50,490</u></u>	<u><u>-</u></u>	<u><u>250,000</u></u>	<u><u>-</u></u>	<u><u>100,000</u></u>

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CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL

PARKING ADMINISTRATION  
ACCT. NO. 60-980-67-4810

No.	Project	Priority	<u>FISCAL YEAR 2012 - 2013</u>		<u>FISCAL YEAR 2013 - 2014</u>		<u>FISCAL YEAR 2014 - 2015</u>	
			<u>Adopted</u>	<u>Estimated</u>	<u>Carry Over</u>	<u>Proposed</u>	<u>Carry Over</u>	<u>Proposed</u>
P12-06	Comprehensive Downtown Parking Study and Strategic Plan	(N)	54,900 MR	54,900 MR	-	-	-	-
<b>Recap of Funding Sources</b>			<u>54,900 MR</u>	<u>54,900 MR</u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<b>TOTAL CIP - PARKING ADMINISTRATION</b>			<u><u>54,900</u></u>	<u><u>54,900</u></u>	<u><u>          </u></u>	<u><u>          </u></u>	<u><u>          </u></u>	<u><u>          </u></u>

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CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL

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

<u>No.</u>	<u>Project</u>	<u>Priority</u>	<u>FISCAL YEAR 2012 - 2013</u>		<u>FISCAL YEAR 2013 - 2014</u>		<u>FISCAL YEAR 2014 - 2015</u>		
			<u>Adopted</u>	<u>Estimated</u>	<u>Carry Over</u>	<u>Proposed</u>	<u>Carry Over</u>	<u>Proposed</u>	
P14-05	Street Sweeping Signage	(D)	-	-	-	300,000	GT	-	-
<b>Recap of Funding Sources</b>			-	-	-	300,000	GT	-	-
<b>TOTAL CIP - STREET CLEANING</b>			<u>-</u>	<u>-</u>	<u>-</u>	<u>300,000</u>		<u>-</u>	<u>-</u>

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CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL

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

No.	Project	Priority	FISCAL YEAR 2012 - 2013		FISCAL YEAR 2013 - 2014		FISCAL YEAR 2014 - 2015	
			Adopted	Estimated	Carry Over	Proposed	Carry Over	Proposed
P08-07	Upgrade Sewer Line on Longden from Rosemea to Encinita	(N)	400,000 194,000 <u>594,000</u>	SR EPA -	400,000 194,000 <u>594,000</u>	SR EPA -	-	-
P08-11	Rosemead Boulevard Improvement Project	(N)	1,500,000 3,961,825 687,710 443,700 2,000,000 1,007,815 340,000 719,920 110,250 1,250,000 - 1,000,000 443,000 2,249,985 <u>15,714,205</u>	Prop A Prop C Prop 1B MR L/LD STPL HSIP SAFE LU RAC GT GF-CT GF-Eco Dev BTA CMAQ 3,765,085	1,500,000 776,395 14,465 443,700 2,000,000 1,007,815 340,000 719,920 110,250 1,250,000 - 1,000,000 443,000 2,249,985 <u>11,855,530</u>	- 804,250 - 350,530 - - - - - 100,000 332,970 - - - - <u>1,587,750</u>	-	-
P11-01	Bicycle Master Plan	(D)	22,000	SB821/TDA 22,000	SB821/TI -	-	-	-
P12-04	Citywide Upgrade Traffic Street Signage	(M)	300,000	MR -	300,000 MR	-	-	-
P13-02	Repaving of Streets per Re-assessment Pavement Management Index	(E)	150,000	GT -	150,000 GT	-	-	-
P13-03	Generator for pump at Rosemead Boulevard	(N)	30,000	GT 30,000	GT -	-	-	-
P13-04	Redesign and Construction of Las Tunas Drive	(N)	500,000	Prop C 500,000	Prop C -	1,200,000 Prop C	-	-
P13-12	Bicycle Master Plan Implementation - Installation of 12.6 Miles of Class II & III Bicycle Lanes	(N)	479,900 53,350 <u>533,250</u>	BTA GF 5,000	- GF 5,000	479,900 48,350 <u>528,250</u>	BTA GF -	-

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CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL

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

FISCAL YEAR 2012 - 2013

FISCAL YEAR 2013 - 2014

FISCAL YEAR 2014 - 2015

No.	Project	Priority	FISCAL YEAR 2012 - 2013		FISCAL YEAR 2013 - 2014		FISCAL YEAR 2014 - 2015	
			Adopted	Estimated	Carry Over	Proposed	Carry Over	Proposed
P13-13	Installation of 45 Separate Improvements around Nine School Sites	(N)	431,900	SR2S	-	431,900	SR2S	
			57,000	GF	5,000	52,000	GF	
			<u>488,900</u>		<u>5,000</u>	<u>483,900</u>		
P14-06	Slurry Seal Program	(N)	-		-	125,000	GT	125,000
P14-07	Catch basin inserts	(E)	-		-	66,500	GF	-
<b>Recap of Funding Sources</b>			1,000,000	GF-Eco Dev	1,000,000	-	-	-
			-	GF-CT	48,640	-	332,970	-
			110,350	GF	10,000	100,350	66,500	-
			1,500,000	Prop A	-	1,500,000	-	-
			4,461,825	Prop C	3,685,430	776,395	2,004,250	-
			687,710	Prop 1B	531,015	14,465	-	-
			1,430,000	Gas Tax	30,000	1,400,000	225,000	125,000
			22,000	SB821/TDA	22,000	-	-	-
			743,700	MR	-	743,700	350,530	-
			400,000	SR	-	400,000	-	-
			2,000,000	L/LD	-	2,000,000	-	-
			1,007,815	STPL	-	1,007,815	-	-
			340,000	HSIP	-	340,000	-	-
			719,920	SAFE LU	-	719,920	-	-
			110,250	RAC	-	110,250	-	-
			194,000	EPA	-	194,000	-	-
			431,900	SR2S	-	431,900	-	-
			922,900	BTA	-	922,900	-	-
			<u>2,249,985</u>	CMAQ	-	<u>2,249,985</u>	-	-
<b>TOTAL CIP - STREET CONSTRUCTION/MAINT.</b>			<u>18,332,355</u>		<u>4,327,085</u>	<u>13,911,680</u>	<u>2,979,250</u>	<u>-</u>
								<u>125,000</u>

268

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CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL

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

<u>No.</u>	<u>Project</u>	<u>Priority</u>	<u>FISCAL YEAR 2012 - 2013</u>		<u>FISCAL YEAR 2013 - 2014</u>		<u>FISCAL YEAR 2014 - 2015</u>				
			<u>Adopted</u>	<u>Estimated</u>	<u>Carry Over</u>	<u>Proposed</u>	<u>Carry Over</u>	<u>Proposed</u>			
P13-05	ADA Barrier Removal Program	(M)	384,000	CDBG	384,000	CDBG	-	-	-	-	
P14-08	ADA Barrier Removal Program	(M)	-		-		-	75,000	CDBG	-	-
<b>Recap of Funding Sources</b>			<u>384,000</u>	CDBG	<u>384,000</u>	CDBG	<u>-</u>	<u>75,000</u>	CDBG	<u>-</u>	<u>-</u>
<b>TOTAL CIP - SIDEWALK MAINTENANCE</b>			<u><u>384,000</u></u>		<u><u>384,000</u></u>		<u><u>-</u></u>	<u><u>75,000</u></u>		<u><u>-</u></u>	<u><u>-</u></u>

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**CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015**

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL**

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

No.	Project	Priority	FISCAL YEAR 2012 - 2013			FISCAL YEAR 2013 - 2014			FISCAL YEAR 2014 - 2015			
			Adopted		Estimated	Carry Over	Proposed	Carry Over	Proposed			
P10-05	Council Chamber Renovation	(N)	50,000	GF	20,000	GF	30,000	GF	-	-	-	
P13-06	Remote/Motorizing Access Gate for City Yard	(D)	-	GF	-		-		7,000	GF	-	-
P13-07	Reroof City Hall	(E)	10,000	GF	7,000	GF	-		-		-	-
P13-08	Redesign City Hall Lobby, Conference Room and Management Office	(D)	25,000	GF	15,000	GF	10,000	GF	18,000	GF	-	-
P13-09	City AM Radio Station	(D)	20,250	GF	20,250	GF	-		-		-	-
P13-10	Live Oak Park Community Center HVAC	(N)	25,000	GF	25,000	GF	-		-		-	-
P13-11	Purchase of 5800 Temple City Blvd. Property	(D)	1,050,000	GF	1,050,000	GF	-		-		-	-
P14-09	City Hall Server Room HVAC	(D)	-		-		-		40,000	GF	-	-
P14-10	Repainting Inside City Hall	(D)	-		-		-		30,000	GF	-	-
P14-11	Rebuild the Roof for the City Yard Buildings	(D)	-		-		-		35,000	GF	-	-
<b>Recap of Funding Sources</b>			<u>1,180,250</u>	GF	<u>1,137,250</u>	GF	<u>40,000</u>	GF	<u>130,000</u>	GF		
<b>TOTAL CIP - GEN GOV'T BLDGS</b>			<u><u>1,180,250</u></u>		<u><u>1,137,250</u></u>		<u><u>40,000</u></u>		<u><u>130,000</u></u>		<u><u>-</u></u>	<u><u>-</u></u>

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CITY OF TEMPLE CITY  
ADOPTED BUDGET  
FY 2013-2015

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL

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

<u>No.</u>	<u>Project</u>	<u>Priority</u>	<u>FISCAL YEAR 2012 - 2013</u>		<u>FISCAL YEAR 2013 - 2014</u>		<u>FISCAL YEAR 2014 - 2015</u>		
			<u>Adopted</u>	<u>Estimated</u>	<u>Carry Over</u>	<u>Proposed</u>	<u>Carry Over</u>	<u>Proposed</u>	
P14-12	South Parking Lot	(D)	-	-	-	30,000	GT	-	-
P14-13	Demolition and site preparation for 5800 Temple City Blvd. Parking Lot	(D)	-	-	-	200,000	GF	-	-
<b>Recap of Funding Sources</b>						200,000	GF		
						30,000	GT		
<b>TOTAL CIP - PARKING FACILITIES</b>			<u>-</u>	<u>-</u>	<u>-</u>	<u>230,000</u>		<u>-</u>	<u>-</u>

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**CITY OF TEMPLE CITY  
ADOPTED BUDGET FY 2013-14  
CAPITAL IMPROVEMENT PROJECT RECAP**

272

Project Number	Description	General Fund	GF (CalTrans)	GF (Eco Dev)	Prop A	Prop C	Gas Tax	Prop 1B	CDBG	Measure R
P08-07	Upgrade Sewer Line on Longden from Rosemead to Encinita									
P08-11	Rosemead Boulevard Improvement Project		332,970	1,000,000	1,500,000	1,580,645	1,350,000	14,465		794,230
P10-05	Council Chamber Renovation	30,000								
P12-02	Citywide Parks & Open Space Master Plan	70,000								
P12-04	Citywide Upgrade Traffic Street Signage									300,000
P12-07	Citywide Traffic Calming Study Master Plan									100,000
P13-02	Repaving of Streets per Re-assessment Pavement Management Index						150,000			
P13-04	Redesign and Construction of Las Tunas Drive Project					1,200,000				
P13-06	Remote/Motorizing Access Gate for City Yard	7,000								
P13-08	Redesign City Hall Lobby, Conference Room & Management Office	28,000								
P13-12	Bicycle Master Plan Implementation - Installation of 12.6 Miles	48,350								
P13-13	Installation of 45 Separate Improvements around 9 School Sites	52,000								
P14-01	Repair Operable Walls in Community Center	15,000								
P14-02	Installation of Hand Dryers in Park Restrooms	10,500								
P14-03	New Playground Equipment for Temple City Park	6,000								
P14-04	Citywide Traffic Calming Implementation	150,000								
P14-05	Street Sweeping Signage						300,000			
P14-06	Slurry Seal Program						125,000			
P14-07	Catch Basin Inserts	66,500								
P14-08	ADA Barrier Removal Program								75,000	
P14-09	City Hall Server Room HVAC	40,000								
P14-10	Repainting Inside City Hall	30,000								
P14-11	Rebuild the Roof for the City Yard Buildings	35,000								
P14-12	South Parking Lot						30,000			
P14-13	Demolition and Site Preparation for 5800 T.C. Blvd Parking Lot	200,000								
<b>Total</b>		<b>788,350</b>	<b>332,970</b>	<b>1,000,000</b>	<b>1,500,000</b>	<b>2,780,645</b>	<b>1,955,000</b>	<b>14,465</b>	<b>75,000</b>	<b>1,194,230</b>

**CITY OF TEMPLE CITY  
PROPOSED BUDGET FY 2013-14  
CAPITAL IMPROVEMENT PROJECT RECAP**

273

Project Number	Description	Sewer		SAFE LU					Total	
		Reconstr	HSIP	L/LD	RAC & STPL	& CMAQ	EPA & BCR	SR2S		BTA
P08-07	Upgrade Sewer Line on Longden from Rosemead to Encinita	400,000					194,000			594,000
P08-11	Rosemead Boulevard Improvement Project		340,000	2,000,000	1,118,065	2,969,905		443,000		13,443,280
P10-05	Council Chamber Renovation									30,000
P12-02	Citywide Parks & Open Space Master Plan									70,000
P12-04	Citywide Upgrade Traffic Street Signage									300,000
P12-07	Citywide Traffic Calming Study Master Plan									100,000
P13-02	Repaving of Streets per Re-assessment Pavement Management Index									150,000
P13-04	Redesign and Construction of Las Tunas Drive Project									1,200,000
P13-06	Remote/Motorizing Access Gate for City Yard									7,000
P13-08	Redesign City Hall Lobby, Conference Room & Management Office									28,000
P13-12	Bicycle Master Plan Implementation - Installation of 12.6 Miles							479,900		528,250
P13-13	Installation of 45 Separate Improvements around 9 School Sites							431,900		483,900
P14-01	Repair Operable Walls in Community Center									15,000
P14-02	Installation of Hand Dryers in Park Restrooms									10,500
P14-03	New Playground Equipment for Temple City Park						9,000			15,000
P14-04	Citywide Traffic Calming Implementation									150,000
P14-05	Street Sweeping Signage									300,000
P14-06	Slurry Seal Program									125,000
P14-07	Catch Basin Inserts									66,500
P14-08	ADA Barrier Removal Program									75,000
P14-09	City Hall Server Room HVAC									40,000
P14-10	Repainting Inside City Hall									30,000
P14-11	Rebuild the Roof for the City Yard Buildings									35,000
P14-12	South Parking Lot									30,000
P14-13	Demolition and Site Preparation for 5800 T.C. Blvd Parking Lot									200,000
<b>Total</b>		<b>400,000</b>	<b>340,000</b>	<b>2,000,000</b>	<b>1,118,065</b>	<b>2,969,905</b>	<b>203,000</b>	<b>431,900</b>	<b>922,900</b>	<b>18,026,430</b>

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