BALDWIN
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PROPOSED GENERAL FUND BUDGET

FISCAL YEAR 2013/2014

BALDWIN
P · A · R · K

January 13, 2014

To The Honorable Mayor and Members of the City Council:

On December 16, 2013, the Mayor and City Council reviewed a revised proposed budget for the current fiscal year 2013/14. That revised budget had reduced a number of proposed positions and programs that had been included in the original proposed budget, continued no funding for special events, eliminated all new equipment and facility repairs, and delayed the initial payments toward the Medical Retiree Trust Fund. At the recommendation of Chief of Police a second Captain's position was added to the revised budget. The result of these changes was a net decrease in expenditures of $2,058,196 reducing the City's projected deficit from $3,639,277 to $1,581,081.

At the December 16, 2013 meeting, the Mayor and City Council reviewed the revised projected budget. There was discussion about the changes included in the revised budget and also on some of the City's most immediate needs as well as the need to explore potential new or increased revenue sources. At the end of meeting the Mayor and City Council gave direction to include the restoration of the second Captain's position and also a Deputy City Clerk's position. The City Council directed the Chief of Police/ Acting Executive Team Manager and the Director of Finance to present to the Mayor and City Council a revised proposed budget for their review on January 13, 2014.

General Fund Budget Summary

Attached is the Proposed General Fund Budget for the Current Fiscal Year of 2013/14. **The proposed expenditures are less than the projected operating revenues not including the $1 million received from Waste Management in August 2013. The budget being proposed is balanced with a slight surplus $96,559 of operating revenues exceeding proposed expenditures.**

The projected operating revenues for the current fiscal year are $24,538,400 and the proposed expenditures are $24,441,841. This was accomplished by a total team effort by both the members of the Executive Team and staff recognizing the need to keep expenditures at a minimal level in the short term to lay the foundation for providing fiscal health for the City in the long term. While it is recognized that this is clearly a maintenance level budget providing basic services with minimal staffing levels, for the first time in many years there is no significant elimination of positions or programs. The City is

finally beginning to see a reversal of the economic downturn of the past years and is anticipating continued slight increases in revenues from the past fiscal year.

The new and increased revenue, two years with significant one-time special revenues, and major reductions in staffing combined with discipline in spending has led to an increase in the City's General Fund Reserves during the past two years. At the end of this past Fiscal Year of 2012/13 the City had a General Fund Reserve of $5.125 million. With $1 million in special revenue from Waste Management, as part of the renewal fee, and the projected $96,599 surplus in the present year's proposed budget, the City is projected to have a General Fund balance of $6.22 million at the end of this fiscal year. This reserve provides protection against unexpected emergencies and can be used to address some specific limited needs. The challenge is to use the reserves appropriately and not for continuing operating costs without clear long-term planning.

Revenues

The City has received one major new revenue source that will be completed within this fiscal year. The new source is the first of the digital billboards. The contract with Clear Channel provides an additional $200,000 for this fiscal year and approximately $70,000 annually in the succeeding years.

Other General Fund Revenues are presently on track with their initial projections with some minor increases. These minor increases are reflected in the proposed budget.

Expenditures

In order to balance the proposed budget, further reductions in expenditures are required. The largest expenditure reduction from the original budget proposal in September is the freezing of nine police officer positions for the current fiscal year. This will result in a savings of $1,080,000. Last year's budget required six officer positions left vacant; however, the vacancy factor ended up being significantly larger with the Police Department operating with as many as eighteen vacancies. Freezing nine positions will allow the City to balance the budget, and is a realistic number for the number of positions that can be filled this year.

While the budget calls for freezing nine positions, the authorized staffing level for sworn officers will remain at 78 to allow for the filling of vacancies as officers either retire or leaving the Department.

In addition to the nine officer freeze, a review was made of current expenditure levels in several major categories and based on past history, current and projected expenditures for the remaining part of the year, staff has been able to reduce the original budget that was presented in September, in several areas without affecting service delivery or program operations. Some of the areas reduced include retiree medical payments, meetings and conferences, leave allowances and consulting services. In addition, after a further review of vehicle operational costs, $43,000 in fleet charges have been re-allocated from general fund in Public Works to the Landscape & Lighting District.

The Police Department is still evaluating the condition of its vehicles and will report its potential needs to the City Council at a future date. A new street sweeper and graffiti vehicle will be paid for out of

special funds. The condition of equipment and vehicles in Public Works that provide service to the Park Maintenance District and the Landscape and Lighting District are also being reviewed and their potential needs will be reported to Council at a later date.

Planning for the Short-Term and the Future

While these reductions allow the City to balance the current fiscal year's budget and maintain the present levels of service, the current staffing and funding in many areas are at minimal levels for a City with the population size of Baldwin Park. In the short term staff has been able to provide a minimal service level in the past few years. However these levels cannot be maintained for an extended period of time.

In addition to the freezing of nine police officers, several departments have seen major reductions in staff over the past few years and some return of personnel needs to be addressed during the Fiscal Year 2014/15 budget process. With the increase of business activity, Planning needs more than one full-time staff person to be even more responsive to new potential development. Several of the support department staffs need to have staffing levels adjusted to provide adequate services to the program departments. The City also needs to develop plans to deal with equipment replacement and facility repairs.

While it cannot be done overnight, the Mayor and City Council, with staff, need to consider ways to address these various needs. While some solutions will require a more traditional approach, the City also needs to look at new and creative approaches in service delivery. **The City needs to think "out of the box" and incorporate the use of new technology besides using traditional approaches.**

Management and Planning Tool

While a budget is required to authorize spending by the City, it is a management tool for the Mayor and City Council with the Executive Team to manage and have accountability for its fiscal resources. In addition, it can be a very effective planning instrument. The more successful organizations have a vision of who they are and what their priorities are. The leadership defines the organization's goals and objectives. Then plans are prepared to execute and achieve the goals that have been determined. In top organizations this is usually a collaborative effort. Without goals and plans, organizations tend to just maintain the status quo and often flounder. When there are clear goals and objectives, then definitive plans and allocation of resources can be made to move an organization or City forward.

In coming out of an economic downturn, now is an opportune time for the City to develop a set of goals and objectives. The Mayor and Council can work with staff to develop and execute plans and move the City of Baldwin Park forward as it looks to complete sixty years of service to its residents in the year 2016.

Recommendation

That the Mayor and City Council provide direction for any changes in the proposed budget for Fiscal Year 2013/14 and set a Public Hearing for February 5, 2014 to vote on adoption of the budget. In addition staff is directed to publish the required public notices and prepare the necessary resolutions.

Acknowledgments

We would like to thank the various staff members who assisted with the preparation of the budget, especially those members of the Finance Department who have provided an extraordinary effort to prepare the proposed General Fund Budget for Fiscal Year 2013/14. The Executive Team appreciates the continued time commitment of the Mayor and City Council to the budget process. We look forward to answering any questions or providing additional information.

Sincerely,

Michael Taylor
Chief of Police
Acting Executive Team Manager

Craig A. Graves
Director of Finance

CITY OF BALDWIN PARK

Items Removed from Original General Fund Budget Presentation

Deficit in September 5, 2013 Budget Proposal Presentation	**($3,639,277)**
Positions City Clerk's Office Community Development/Economic Development Code Enforcement 50% General Fund Public Works Superintendent Two Maintenance Workers – Parks & Assessment Districts Police Records Specialist	$ 481,700
Equipment Three Police Vehicles Graffiti Control Vehicle Lawn Movers	$ 214,000
Facility Repairs	$ 126,000
Special Events	$ 50,000
Recreation Part-time Hours	$ 24,300
Medical Retiree Health Trust Fund Initial Payments	$ 913,696
Consulting Services Public Information Services Marketing and Economic Development Initial payment for software for Finance & Community Development Additional Planning Services	$ 241,000
Reduction of Overtime in Police Budget approved by Chief Taylor	$ 225,000
Position Added from Original Budget Presentation	
Police Captain	($ 217,500)
Net Difference from Original Budget Proposal -	**$ 2,058,196**
Remaining Deficit as of December 16, 2013 Presentation–	**($1,581,081)**

CITY OF BALDWIN PARK

JANUARY 13, 2013 BUDGET STUDY SESSION

Items Changed from December 16, 2013 Budget Presentation

Revenues

New Digital Billboards	$200,000
Other Revenue Adjustments	87,000
Total Additional Revenue	**$287,000**

Expenditures

Freeze Nine Police Officer Positions	$1,080,000
Second Captain for 6 months	108,500
Deputy City Clerk for 4 months	(23,400)
Reduced Animal Control Costs	45,000
Reduce Retiree Medical Costs	50,000
Reduced General Fund Fleet Costs	43,000
Other Expenditure Adjustments	87,540
Total Reduced Expenditures	**$1,390,640**

Summary

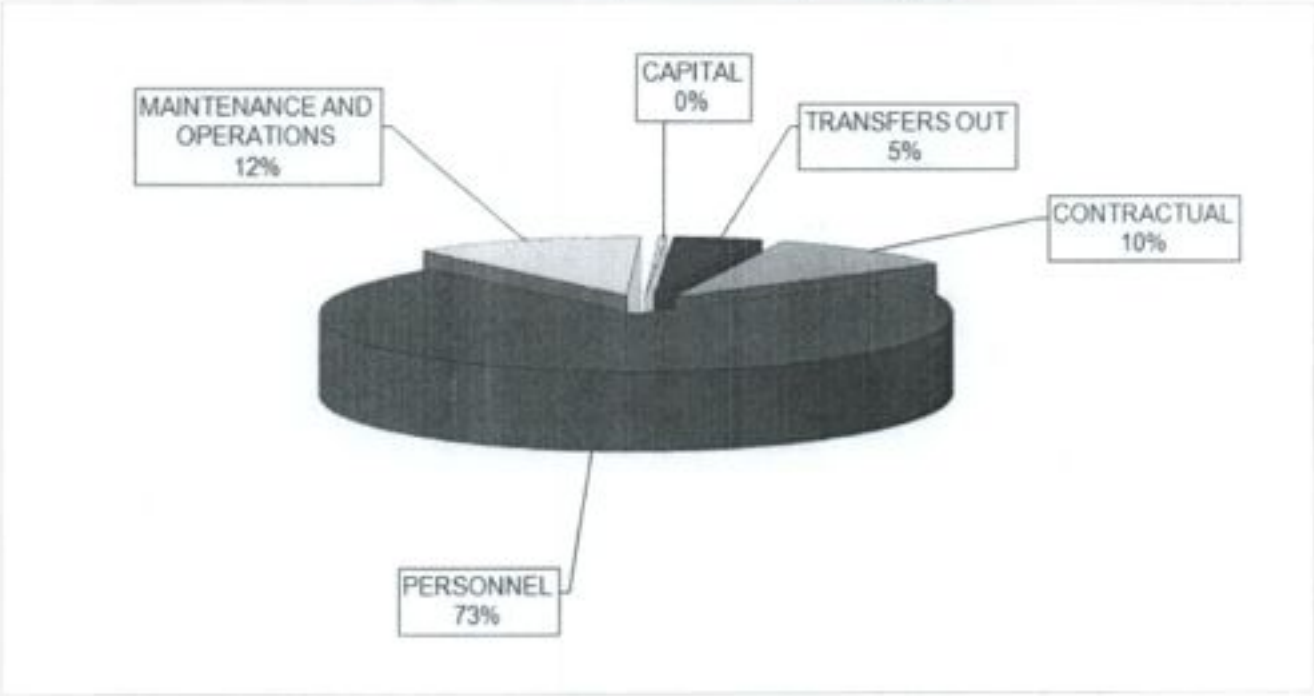
Projected Operating Deficit 12/16/2013	**($1,581,081)**
Additional Revenue	287,000
Reduced Expenditures	1,390,640
Net Remaining Balance 6/30/2014	**$ 96,559**

City of Baldwin Park
General Fund Revenue Summary by Type
Fiscal Years 2011/2012 Through 2013/2014

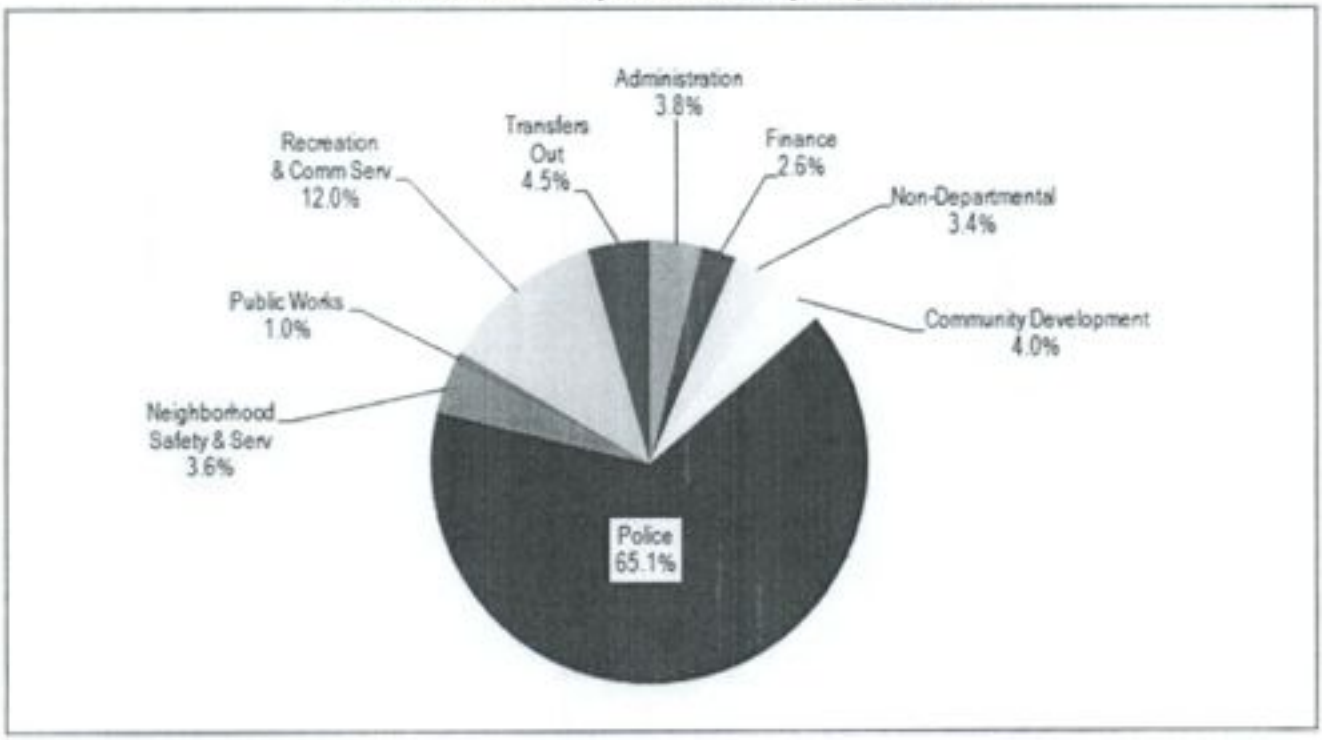
REVENUE TYPE	FY2011/2012 ACTUALS @ 06/30/12	FY2012/2013 ACTUALS @ 06/30/13	FY2013/2014 NEW REVISED PROPOSED REVENUE
PROPERTY TAXES	3,221,464	3,433,425	3,639,200
SALES TAX	5,324,720	5,612,549	5,702,100
TRANSIENT OCCUPANCY TAX	190,789	222,886	219,000
FRANCHISE TAX	2,075,687	2,052,259	2,173,000
UTILITY USERS TAX	2,215,756	2,252,168	2,275,000
LICENSES & PERMITS	538,895	378,985	413,000
BUSINESS LICENSE TAX	602,630	546,538	567,000
FINES & PENALTIES	1,119,318	1,268,875	1,245,000
USE OF MONEY & PROPERTY	218,006	202,187	230,000
PROP TX IN LIEU OF VLF / INTERGOV	6,434,122	6,420,618	6,583,500
CHARGES FOR SERVICES	1,353,864	1,159,573	1,351,600
MISCELLANEOUS	138,946	197,820	140,000
SUBTOTAL GENERAL FUND OPERATING REVENUE	**$ 23,434,197**	**$ 23,747,883**	**$ 24,538,400**
ONE TIME REVENUE SOURCES	0	751,762	1,000,000
TOTAL GENERAL FUND REVENUE	**$ 23,434,197**	**$ 24,499,645**	**$ 25,538,400**

City of Baldwin Park
General Fund Expenditures - Fiscal Year 2013/2014

General Fund Expenditures by Category



General Fund Expenditures by Department



CITY OF BALDWIN PARK
EXPENDITURE SUMMARIES - GENERAL FUND
FISCAL YEAR 2013/2014 NEW REVISED PROPOSED EXPENDITURE BUDGET
ALL DEPARTMENTS - GENERAL FUND ONLY

SUMMARY BY DEPARTMENT

DEPARTMENT	FY 2011/2012 ACTUALS @ 06/30/12	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 NEW REVISED PROPOSED BUDGET
ADMINISTRATION	775,476	814,222	966,210
FINANCE (INCLUDES NON-DEPARTMENTAL)	3,101,863	2,283,022	1,590,838
POLICE	16,380,014	16,514,269	15,906,314
NEIGHBORHOOD SAFETY & SERVICES	0	1,425	886,036
COMMUNITY DEVELOPMENT	984,665	894,587	1,057,324
PUBLIC WORKS	253,434	217,133	380,101
RECREATION & COMMUNITY SERVICES	2,931,056	2,863,737	3,655,017
TOTAL EXPENDITURES	**24,426,508**	**23,588,395**	**24,441,841**

SUMMARY BY CATEGORY

CATEGORY	FY 2011/2012 ACTUALS @ 06/30/12	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 NEW REVISED PROPOSED BUDGET
CONTRACTUAL	2,157,491	2,347,383	2,436,790
PERSONNEL	17,791,750	17,682,826	17,933,898
MAINTENANCE AND OPERATIONS	4,356,510	3,468,976	3,987,353
CAPITAL	120,757	89,210	83,800
TOTAL EXPENDITURES	**24,426,508**	**23,588,395**	**24,441,841**

CITY OF BALDWIN PARK
EXPENDITURE SUMMARIES - GENERAL FUND
FISCAL YEAR 2013/2014 NEW REVISED PROPOSED EXPENDITURE BUDGET
ALL DEPARTMENTS - GENERAL FUND ONLY

SUMMARY BY DEPARTMENT / COST CENTER

DEPARTMENT	FY 2011/2012 ACTUALS @ 06/30/12	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 NEW REVISED PROPOSED BUDGET
ADMINISTRATION			
100-CITY COUNCIL	162,239	166,204	234,392
110-CEO'S OFFICE	101,855	116,582	136,037
120-CITY CLERK	146,993	54,221	131,437
130-CITY ATTORNEY	154,595	230,695	193,000
150-PERSONNEL	209,794	246,520	271,345
TOTAL ADMINISTRATION	**775,476**	**814,222**	**966,210**
FINANCE (INCLUDES NON-DEPARTMENTAL)			
000-NO COST CENTER	1,878,294	973,917	0
200-CITY TREASURER	17,486	17,934	23,172
210-FINANCE	515,110	560,920	748,778
299-NON-DEPARTMENTAL	690,973	730,251	818,888
TOTAL FINANCE (INCLUDES NON-DEPARTMENTAL)	**3,101,863**	**2,283,022**	**1,590,838**
POLICE			
300-POLICE CHIEF	959,780	734,060	806,308
310-POLICE ADMINISTRATION	959,754	1,280,554	1,312,440
320-COMMUNICATIONS	845,361	892,412	943,929
330-RECORDS	489,347	396,075	299,281
340-PATROL	7,905,361	7,919,016	8,031,807
350-TRAFFIC	1,340,884	1,340,782	895,042
360-INVESTIGATIONS	3,484,228	3,556,785	3,203,108
370-POLICE JAIL	335,116	348,068	361,400
380-EMERGENCY OPERATIONS	60,183	46,517	53,000
TOTAL POLICE	**16,380,014**	**16,514,269**	**15,906,314**
NEIGHBORHOOD SAFETY & SERVICES			
390-OTHER PUBLIC SAFETY SERV	0	1,425	886,036
TOTAL NEIGHBORHOOD SAFETY & SERVICES	**0**	**1,425**	**886,036**
COMMUNITY DEVELOPMENT			
400-COMMUNITY DEV DIRECTOR	23,957	26,714	130,389
410-FEDERALLY ASSISTED HOUSING	47,075	0	6,912
420-CDBG	0	21,345	2,237
440-PLANNING	280,800	260,014	235,575
450-BUILDING & SAFETY	446,265	432,714	455,744
460-CODE ENFORCEMENT	186,568	148,479	144,980
470-COMMUNITY DEV ADMIN	0	5,321	81,486
TOTAL COMMUNITY DEVELOPMENT	**984,665**	**894,587**	**1,057,324**

CITY OF BALDWIN PARK
EXPENDITURE SUMMARIES - GENERAL FUND
FISCAL YEAR 2013/2014 NEW REVISED PROPOSED EXPENDITURE BUDGET
ALL DEPARTMENTS - GENERAL FUND ONLY

SUMMARY BY DEPARTMENT / COST CENTER

DEPARTMENT	FY 2011/2012 ACTUALS @ 06/30/12	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 NEW REVISED PROPOSED BUDGET
PUBLIC WORKS			
500-PUBLIC WORKS DIRECTOR	45,967	28,075	37,266
510-ENGINEERING	53,235	57,092	82,121
520-CAPITAL IMPROVEMENT	71,426	28,480	25,447
540-WASTE MNG/ENVIRO SERV	3,456	6,041	9,963
550-TRAFFIC CONTROL	5,403	9,088	4,240
552-STREET SWEEPING	12,430	10,000	16,300
560-LANDSCAPE	9,976	14,152	152,126
561-TREES	4,841	4,125	4,204
562-IRRIGATION	1,147	6,372	1,463
570-GRAFFITI ABATEMENT	10,013	12,417	14,960
571-COURT REFERRAL	6,633	5,869	6,180
581-TRANSIT FACILITY MAINT	28,907	35,422	25,830
TOTAL PUBLIC WORKS	**253,434**	**217,133**	**380,101**
RECREATION & COMMUNITY SERVICES			
600-RECREATION & COMM SERV DIR	207,277	168,097	172,812
610-RECREATION SERVICES	972,884	920,302	1,549,112
620-FACILITIES MAINTENANCE	732,006	842,907	801,926
630-SENIOR SERVICES CENTER	150,625	161,115	201,191
640-FAMILY SERVICE CENTER	31,796	62,319	80,383
650-CHILDRENS SERVICES	339,311	216,892	290,895
660-TEEN CENTER/SKATE PARK	197,787	200,358	235,387
670-BARNES PARK	115,528	105,643	138,406
680-ARTS & RECREATION CENTER	183,842	186,104	184,905
TOTAL RECREATION & COMMUNITY SERVICES	**2,931,056**	**2,863,737**	**3,655,017**
TOTAL EXPENDITURES	**24,426,508**	**23,588,395**	**24,441,841**

CITY OF BALDWIN PARK
FISCAL YEAR 2013/2014 NEW REVISED PROPOSED EXPENDITURE BUDGET
ALL COST CENTERS BY CATEGORY - GENERAL FUND ONLY

SUMMARY BY COST CENTER & CATEGORY

DEPARTMENT / COST CENTER	FY 2011/2012 ACTUALS @ 06/30/12	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 NEW REVISED PROPOSED BUDGET
ADMINISTRATION:			
100-CITY COUNCIL			
CONTRACTUAL SERVICES	3,461	3,646	3,000
MAINTENANCE AND OPERATIONS	18,898	17,193	47,932
PERSONNEL COSTS	139,880	145,365	183,460
100-CITY COUNCIL TOTAL	**162,239**	**166,204**	**234,392**
110-CEO'S OFFICE			
CONTRACTUAL SERVICES	0	0	2,500
MAINTENANCE AND OPERATIONS	10,261	7,607	44,107
PERSONNEL COSTS	91,594	108,975	89,430
110-CEO'S OFFICE TOTAL	**101,855**	**116,582**	**136,037**
120-CITY CLERK			
CONTRACTUAL SERVICES	98,116	2,787	54,000
MAINTENANCE AND OPERATIONS	10,759	15,421	29,367
PERSONNEL COSTS	38,118	36,013	48,070
120-CITY CLERK TOTAL	**146,993**	**54,221**	**131,437**
130-CITY ATTORNEY			
CONTRACTUAL SERVICES	154,595	230,695	193,000
130-CITY ATTORNEY TOTAL	**154,595**	**230,695**	**193,000**
150-PERSONNEL			
CONTRACTUAL SERVICES	28,673	67,183	30,000
MAINTENANCE AND OPERATIONS	16,540	18,665	66,245
PERSONNEL COSTS	164,581	160,672	175,100
150-PERSONNEL TOTAL	**209,794**	**246,520**	**271,345**
TOTAL ADMINISTRATION:	**775,476**	**814,222**	**966,210**
FINANCE (INCLUDES NON-DEPARTMENTAL):			
000-NO COST CENTER			
MAINTENANCE AND OPERATIONS	1,878,294	973,917	0
000-NO COST CENTER TOTAL	**1,878,294**	**973,917**	**0**
200-CITY TREASURER			
MAINTENANCE AND OPERATIONS	1,749	1,580	492
PERSONNEL COSTS	15,737	16,354	22,680
200-CITY TREASURER TOTAL	**17,486**	**17,934**	**23,172**

CITY OF BALDWIN PARK
FISCAL YEAR 2013/2014 NEW REVISED PROPOSED EXPENDITURE BUDGET
ALL COST CENTERS BY CATEGORY - GENERAL FUND ONLY

SUMMARY BY COST CENTER & CATEGORY

DEPARTMENT / COST CENTER	FY 2011/2012 ACTUALS @ 06/30/12	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 NEW REVISED PROPOSED BUDGET
210-FINANCE			
CONTRACTUAL SERVICES	68,022	136,863	70,600
MAINTENANCE AND OPERATIONS	39,274	37,074	233,398
PERSONNEL COSTS	407,814	386,983	444,780
210-FINANCE TOTAL	**515,110**	**560,920**	**748,778**
299-NON-DEPARTMENTAL			
CONTRACTUAL SERVICES	55,046	35,431	50,900
MAINTENANCE AND OPERATIONS	61,942	48,880	53,450
PERSONNEL COSTS	573,985	645,940	714,538
299-NON-DEPARTMENTAL TOTAL	**690,973**	**730,251**	**818,888**
TOTAL FINANCE (INCLUDES NON-DEPARTMENTAL)	**3,101,863**	**2,283,022**	**1,590,838**
POLICE:			
300-POLICE CHIEF			
CONTRACTUAL SERVICES	219,641	12,379	0
MAINTENANCE AND OPERATIONS	36,812	38,445	40,688
PERSONNEL COSTS	703,327	683,236	765,620
300-POLICE CHIEF TOTAL	**959,780**	**734,060**	**806,308**
310-POLICE ADMINISTRATION			
CONTRACTUAL SERVICES	103,266	383,751	255,400
MAINTENANCE AND OPERATIONS	211,681	231,013	184,680
PERSONNEL COSTS	644,807	665,790	872,360
310-POLICE ADMINISTRATION TOTAL	**959,754**	**1,280,554**	**1,312,440**
320-COMMUNICATIONS			
CONTRACTUAL SERVICES	6,675	6,310	7,500
MAINTENANCE AND OPERATIONS	41,305	43,619	82,239
PERSONNEL COSTS	797,381	842,483	854,190
320-COMMUNICATIONS TOTAL	**845,361**	**892,412**	**943,929**
330-RECORDS			
CONTRACTUAL SERVICES	1,013	870	1,000
MAINTENANCE AND OPERATIONS	32,139	36,494	64,461
PERSONNEL COSTS	456,195	358,711	233,820
330-RECORDS TOTAL	**489,347**	**396,075**	**299,281**

CITY OF BALDWIN PARK
FISCAL YEAR 2013/2014 NEW REVISED PROPOSED EXPENDITURE BUDGET
ALL COST CENTERS BY CATEGORY - GENERAL FUND ONLY

SUMMARY BY COST CENTER & CATEGORY

DEPARTMENT / COST CENTER	FY 2011/2012 ACTUALS @ 06/30/12	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 NEW REVISED PROPOSED BUDGET
340-PATROL			
CAPITAL	59,256	71,756	68,800
CONTRACTUAL SERVICES	79,638	74,361	71,000
MAINTENANCE AND OPERATIONS	710,672	748,908	796,537
PERSONNEL COSTS	7,055,795	7,023,991	7,095,470
340-PATROL TOTAL	**7,905,361**	**7,919,016**	**8,031,807**
350-TRAFFIC			
CONTRACTUAL SERVICES	571,066	516,391	0
MAINTENANCE AND OPERATIONS	42,941	58,365	67,392
PERSONNEL COSTS	726,877	766,026	827,650
350-TRAFFIC TOTAL	**1,340,884**	**1,340,782**	**895,042**
360-INVESTIGATIONS			
CONTRACTUAL SERVICES	6,205	1,414	7,000
MAINTENANCE AND OPERATIONS	299,877	304,685	347,688
PERSONNEL COSTS	3,178,146	3,250,686	2,848,420
360-INVESTIGATIONS TOTAL	**3,484,228**	**3,556,785**	**3,203,108**
370-POLICE JAIL			
CONTRACTUAL SERVICES	333,247	346,916	358,400
MAINTENANCE AND OPERATIONS	1,869	1,152	3,000
370-POLICE JAIL TOTAL	**335,116**	**348,068**	**361,400**
380-EMERGENCY OPERATIONS			
CONTRACTUAL SERVICES	52,308	38,986	44,000
MAINTENANCE AND OPERATIONS	7,875	7,531	9,000
380-EMERGENCY OPERATIONS TOTAL	**60,183**	**46,517**	**53,000**
390-OTHER PUBLIC SAFETY SERV			
PERSONNEL COSTS	0	1,425	0
390-OTHER PUBLIC SAFETY SERV TOTAL	**0**	**1,425**	**0**
TOTAL POLICE	**16,380,014**	**16,515,694**	**15,906,314**

CITY OF BALDWIN PARK
FISCAL YEAR 2013/2014 NEW REVISED PROPOSED EXPENDITURE BUDGET
ALL COST CENTERS BY CATEGORY - GENERAL FUND ONLY

SUMMARY BY COST CENTER & CATEGORY

DEPARTMENT / COST CENTER	FY 2011/2012 ACTUALS @ 06/30/12	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 NEW REVISED PROPOSED BUDGET
NEIGHBORHOOD SAFETY & SERVICES:			
390-OTHER PUBLIC SAFETY SERV			
CONTRACTUAL SERVICES	0	0	769,900
MAINTENANCE AND OPERATIONS	0	0	2,956
PERSONNEL COSTS	0	0	113,180
390-OTHER PUBLIC SAFETY SERV TOTAL	**0**	**0**	**886,036**
TOTAL NEIGHBORHOOD SAFETY & SERVICES	**0**	**0**	**886,036**
COMMUNITY DEVELOPMENT:			
400-COMMUNITY DEV DIRECTOR			
CONTRACTUAL SERVICES	0	0	2,000
MAINTENANCE AND OPERATIONS	120	1,238	38,869
PERSONNEL COSTS	23,837	25,476	89,520
400-COMMUNITY DEV DIRECTOR TOTAL	**23,957**	**26,714**	**130,389**
410-FEDERALLY ASSISTED HOUSING			
CONTRACTUAL SERVICES	0	0	1,440
MAINTENANCE AND OPERATIONS	47,075	0	5,472
PERSONNEL COSTS	0	0	0
410-FEDERALLY ASSISTED HOUSING TOTAL	**47,075**	**0**	**6,912**
420-CDBG			
MAINTENANCE AND OPERATIONS	0	0	2,237
PERSONNEL COSTS	0	21,345	0
420-CDBG TOTAL	**0**	**21,345**	**2,237**
440-PLANNING			
CONTRACTUAL SERVICES	60	15,000	45,000
MAINTENANCE AND OPERATIONS	28,523	28,350	34,705
PERSONNEL COSTS	252,217	216,664	155,870
440-PLANNING TOTAL	**280,800**	**260,014**	**235,575**
450-BUILDING & SAFETY			
CONTRACTUAL SERVICES	308	263	4,000
MAINTENANCE AND OPERATIONS	36,004	37,957	48,884
PERSONNEL COSTS	409,953	394,494	402,860
450-BUILDING & SAFETY TOTAL	**446,265**	**432,714**	**455,744**
460-CODE ENFORCEMENT			

CITY OF BALDWIN PARK
FISCAL YEAR 2013/2014 NEW REVISED PROPOSED EXPENDITURE BUDGET
ALL COST CENTERS BY CATEGORY - GENERAL FUND ONLY

SUMMARY BY COST CENTER & CATEGORY

DEPARTMENT / COST CENTER	FY 2011/2012 ACTUALS @ 06/30/12	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 NEW REVISED PROPOSED BUDGET
CONTRACTUAL SERVICES	9,026	6,060	16,000
MAINTENANCE AND OPERATIONS	59,161	52,629	52,910
PERSONNEL COSTS	118,381	89,790	76,070
460-CODE ENFORCEMENT TOTAL	**186,568**	**148,479**	**144,980**
470-COMMUNITY DEV ADMIN			
MAINTENANCE AND OPERATIONS	0	0	62,766
PERSONNEL COSTS	0	5,321	18,720
470-COMMUNITY DEV ADMIN TOTAL	**0**	**5,321**	**81,486**
TOTAL COMMUNITY DEVELOPMENT	**984,665**	**894,587**	**1,057,324**
PUBLIC WORKS:			
500-PUBLIC WORKS DIRECTOR			
CONTRACTUAL SERVICES	628	108	5,000
MAINTENANCE AND OPERATIONS	10,984	9,966	5,206
PERSONNEL COSTS	34,355	18,001	27,060
500-PUBLIC WORKS DIRECTOR TOTAL	**45,967**	**28,075**	**37,266**
510-ENGINEERING			
CONTRACTUAL SERVICES	3,525	746	40,000
MAINTENANCE AND OPERATIONS	15,897	13,404	8,651
PERSONNEL COSTS	33,813	42,942	33,470
510-ENGINEERING TOTAL	**53,235**	**57,092**	**82,121**
520-CAPITAL IMPROVEMENT			
CAPITAL	43,946	0	0
CONTRACTUAL SERVICES	0	400	0
MAINTENANCE AND OPERATIONS	5,157	5,174	3,137
PERSONNEL COSTS	22,323	22,906	22,310
520-CAPITAL IMPROVEMENT TOTAL	**71,426**	**28,480**	**25,447**
540-WASTE MNG/ENVIRO SERV			
MAINTENANCE AND OPERATIONS	1,348	1,833	5,763
PERSONNEL COSTS	2,108	4,208	4,200
540-WASTE MNG/ENVIRO SERV TOTAL	**3,456**	**6,041**	**9,963**
550-TRAFFIC CONTROL			
MAINTENANCE AND OPERATIONS	1,053	300	240
PERSONNEL COSTS	4,350	8,788	4,000
550-TRAFFIC CONTROL TOTAL	**5,403**	**9,088**	**4,240**

CITY OF BALDWIN PARK
FISCAL YEAR 2013/2014 NEW REVISED PROPOSED EXPENDITURE BUDGET
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DEPARTMENT / COST CENTER	FY 2011/2012 ACTUALS @ 06/30/12	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 NEW REVISED PROPOSED BUDGET
552-STREET SWEEPING			
MAINTENANCE AND OPERATIONS	12,430	10,000	16,300
552-STREET SWEEPING TOTAL	**12,430**	**10,000**	**16,300**
560-LANDSCAPE			
MAINTENANCE AND OPERATIONS	610	810	144,206
PERSONNEL COSTS	9,366	13,342	7,920
560-LANDSCAPE TOTAL	**9,976**	**14,152**	**152,126**
561-TREES			
MAINTENANCE AND OPERATIONS	1,194	920	834
PERSONNEL COSTS	3,647	3,205	3,370
561-TREES TOTAL	**4,841**	**4,125**	**4,204**
562-IRRIGATION			
MAINTENANCE AND OPERATIONS	1,147	1,510	1,303
PERSONNEL COSTS	0	4,862	160
562-IRRIGATION TOTAL	**1,147**	**6,372**	**1,463**
570-GRAFFITI ABATEMENT			
PERSONNEL COSTS	10,013	12,417	14,960
570-GRAFFITI ABATEMENT TOTAL	**10,013**	**12,417**	**14,960**
571-COURT REFERRAL			
PERSONNEL COSTS	6,633	5,869	6,180
571-COURT REFERRAL TOTAL	**6,633**	**5,869**	**6,180**
581-TRANSIT FACILITY MAINT			
PERSONNEL COSTS	28,907	35,422	25,830
581-TRANSIT FACILITY MAINT TOTAL	**28,907**	**35,422**	**25,830**
TOTAL PUBLIC WORKS	**253,434**	**217,133**	**380,101**
RECRATION & COMMUNITY SERVICES:			
600-RECREATION & COMM SERV DIR			
MAINTENANCE AND OPERATIONS	13,337	16,832	23,802
PERSONNEL COSTS	193,940	151,265	149,010
600-RECREATION & COMM SERV DIR TOTAL	**207,277**	**168,097**	**172,812**

CITY OF BALDWIN PARK
FISCAL YEAR 2013/2014 NEW REVISED PROPOSED EXPENDITURE BUDGET
ALL COST CENTERS BY CATEGORY - GENERAL FUND ONLY

SUMMARY BY COST CENTER & CATEGORY

DEPARTMENT / COST CENTER	FY 2011/2012 ACTUALS @ 06/30/12	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 NEW REVISED PROPOSED BUDGET
610-RECREATION SERVICES			
CONTRACTUAL SERVICES	53,003	46,112	43,500
MAINTENANCE AND OPERATIONS	225,681	201,489	852,322
PERSONNEL COSTS	694,200	672,701	653,290
610-RECREATION SERVICES TOTAL	**972,884**	**920,302**	**1,549,112**
620-FACILITIES MAINTENANCE			
CAPITAL	17,555	17,453	15,000
CONTRACTUAL SERVICES	284,479	406,678	327,350
MAINTENANCE AND OPERATIONS	354,109	354,045	375,286
PERSONNEL COSTS	75,863	64,731	84,290
620-FACILITIES MAINTENANCE TOTAL	**732,006**	**842,907**	**801,926**
630-SENIOR SERVICES CENTER			
CONTRACTUAL SERVICES	4,037	2,485	3,000
MAINTENANCE AND OPERATIONS	24,161	29,691	47,511
PERSONNEL COSTS	122,427	128,939	150,680
630-SENIOR SERVICES CENTER TOTAL	**150,625**	**161,115**	**201,191**
640-FAMILY SERVICE CENTER			
MAINTENANCE AND OPERATIONS	4,989	6,848	17,143
PERSONNEL COSTS	26,807	55,471	63,240
640-FAMILY SERVICE CENTER TOTAL	**31,796**	**62,319**	**80,383**
650-CHILDRENS SERVICES			
CONTRACTUAL SERVICES	3,821	1,221	7,100
MAINTENANCE AND OPERATIONS	35,118	44,161	75,795
PERSONNEL COSTS	300,372	171,510	208,000
650-CHILDRENS SERVICES TOTAL	**339,311**	**216,892**	**290,895**
660-TEEN CENTER/SKATE PARK			
CONTRACTUAL SERVICES	3,619	600	4,900
MAINTENANCE AND OPERATIONS	21,686	24,402	46,087
PERSONNEL COSTS	172,482	175,356	184,400
660-TEEN CENTER/SKATE PARK TOTAL	**197,787**	**200,358**	**235,387**
670-BARNES PARK			
CONTRACTUAL SERVICES	4,967	0	7,500
MAINTENANCE AND OPERATIONS	12,849	15,063	18,726
PERSONNEL COSTS	97,712	90,580	112,180
670-BARNES PARK TOTAL	**115,528**	**105,643**	**138,406**

CITY OF BALDWIN PARK
FISCAL YEAR 2013/2014 NEW REVISED PROPOSED EXPENDITURE BUDGET
ALL COST CENTERS BY CATEGORY - GENERAL FUND ONLY

SUMMARY BY COST CENTER & CATEGORY

DEPARTMENT / COST CENTER	FY 2011/2012 ACTUALS @ 06/30/12	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 NEW REVISED PROPOSED BUDGET
680-ARTS & RECREATION CENTER			
CONTRACTUAL SERVICES	9,046	9,728	11,800
MAINTENANCE AND OPERATIONS	20,989	21,805	25,565
PERSONNEL COSTS	153,807	154,571	147,540
680-ARTS & RECREATION CENTER TOTAL	**183,842**	**186,104**	**184,905**
TOTAL RECREATION & COMMUNITY SERVICES	**2,931,056**	**2,863,737**	**3,655,017**
TOTAL EXPENDITURES	**24,426,508**	**23,588,395**	**24,441,841**

CITY OF BALDWIN PARK

Five Year Projection of the GENERAL FUND

	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19
Revenues						
Taxes						
Property Taxes	3,639,200	3,717,476	3,829,000	3,943,870	4,062,186	4,184,052
Sales Tax	5,702,100	5,836,900	5,971,300	6,093,450	6,265,000	6,704,000
TOT	219,000	226,210	231,865	237,662	489,346	501,580
Franchise Tax	2,173,000	2,227,325	2,283,008	2,340,083	2,398,585	2,458,550
Utility Users Tax	2,275,000	2,309,125	2,343,762	2,378,918	2,414,602	2,450,821
Property Tax in Lieu of VLF	6,379,500	6,570,885	6,768,012	6,971,052	7,180,183	7,395,589
Business License Tax	567,000	578,505	586,138	592,900	601,793	610,820
Intergovernmental	204,000	210,120	216,424	222,916	229,604	236,492
Projected New Business Income & Revenue	0	138,000	164,000	200,000	250,000	300,000
Taxes Sub total	21,158,800	21,814,546	22,393,508	22,980,852	23,911,300	24,841,904
License & Permits	413,000	416,240	419,200	425,544	434,055	442,736
Fines & Penalities	1,245,000	1,279,900	1,305,298	1,321,204	1,347,628	1,374,581
Use of Money & Property	230,000	234,600	239,292	244,078	248,959	253,939
Charges for Services	1,351,600	1,239,332	1,257,519	1,276,169	1,300,292	1,324,898
Other Revenue - includes WM Fee	140,000	143,200	147,496	151,921	156,479	161,173
Total Operating Revenue	**24,538,400**	**25,127,818**	**25,762,313**	**26,399,768**	**27,398,714**	**28,399,230**
One-Time Revenue (WM Fee)	1,000,000	0	0	0	0	0
Total Revenue	**25,538,400**	**25,127,818**	**25,762,313**	**26,399,768**	**27,398,714**	**28,399,230**
Expenditures						
Personnel						
Regular Pay	7,779,670	7,901,369	7,940,876	7,980,580	8,020,483	8,060,586
Part-Time Pay	1,045,410	1,169,552	1,230,661	1,291,770	1,298,229	1,304,720
Overtime/Holiday Pay	620,990	624,095	627,215	630,352	633,503	636,671
Cafeteria Benefit Plan	1,540,130	1,554,968	1,705,130	1,705,130	1,705,130	1,705,130
PERS- Mis	786,360	829,082	917,722	967,952	1,018,181	1,068,411
PERS-Safety	2,103,120	2,216,904	2,439,652	2,573,302	2,706,951	2,840,600
Pension Bond-Safety	1,639,920	1,706,564	1,764,228	1,829,928	1,891,392	0
Affordable Health Care Act	0	20,000	23,000	25,000	28,000	30,000
Workers Compensation	838,360	865,618	891,587	918,334	945,884	974,261
LTD Insurance	162,750	165,191	167,669	170,184	172,737	175,328
Other Benefits	734,150	752,504	771,316	790,599	810,364	830,623
Retiree Health Costs	683,038	751,342	826,476	909,124	1,000,036	1,100,040
Personnel Sub Total	17,933,898	18,557,189	19,305,533	19,792,254	20,230,890	18,726,368
Maintenance and Operations						
Utilities	316,950	324,874	332,996	341,320	349,853	358,600
Other M & O	2,985,823	3,060,469	3,136,980	3,215,405	3,295,790	3,388,072
Other Debt Service	684,580	685,380	684,580	683,930	682,880	680,930
M & O Subtotal	3,987,353	4,070,722	4,154,556	4,240,655	4,328,523	4,427,602
Contractual Services	2,436,790	2,497,710	2,560,152	2,624,156	2,689,760	2,757,004
Capital	83,800	0	0	0	0	0
Total Expenditures	**24,441,841**	**25,125,621**	**26,020,241**	**26,657,066**	**27,249,174**	**25,910,974**
Operating Rev vs. Exp	96,559	2,197	(257,928)	(257,298)	149,540	2,488,256
Rev vs. Exp	1,096,559	2,197	(257,928)	(257,298)	149,540	2,488,256
Projected Fund Balance	**6,222,234**	**6,224,431**	**5,966,503**	**5,709,205**	**5,858,745**	**8,347,001**

Fund Balance as of 6/30/2013 $5,125,675

Projections do not include any new vehicles, equipment, personnel , OPEB, repair of facilities or raises

BALDWIN

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