PROPOSED GENERAL FUND & INTERNAL SERVICES BUDGET

FISCAL YEAR 2014/2015

FISCAL YEAR 2014-2015 PROPOSED BUDGET

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INTRODUCTION

CITY OF BALDWIN PARK
FISCAL YEAR 2014/2015 PROPOSED EXPENDITURE BUDGET

DEPARTMENT SUMMARY BY COST CENTER & CATEGORY
GENERAL FUND ONLY

RECREATION & COMMUNITY SERVICES

COST CENTER / CATEGORY	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 ADOPTED BUDGET	FY 2014/2015 PROPOSED BUDGET
600-RECREATION & COMM SERV DIR			
MAINTENANCE AND OPERATIONS	16,832	23,802	23,802
PERSONNEL COSTS	151,265	149,010	161,640
600-RECREATION & COMM SERV DIR TOTAL	**168,097**	**172,812**	**185,442**
610-RECREATION SERVICES			
CONTRACTUAL SERVICES	46,112	43,500	43,500
MAINTENANCE AND OPERATIONS	201,489	167,742	188,692
PERSONNEL COSTS	672,701	653,290	765,592
TRANSFERS OUT	0	684,580	677,880
610-RECREATION SERVICES TOTAL	**920,302**	**1,549,112**	**1,675,664**
630-SENIOR SERVICES CENTER			
CONTRACTUAL SERVICES	2,485	3,000	3,000
MAINTENANCE AND OPERATIONS	29,691	47,511	47,511
PERSONNEL COSTS	128,939	150,680	162,540
630-SENIOR SERVICES CENTER TOTAL	**161,115**	**201,191**	**213,051**
640-FAMILY SERVICE CENTER			
MAINTENANCE AND OPERATIONS	6,848	17,143	17,143
PERSONNEL COSTS	55,471	63,240	66,300
640-FAMILY SERVICE CENTER TOTAL	**62,319**	**80,383**	**83,443**
650-CHILDRENS SERVICES			
CONTRACTUAL SERVICES	1,221	7,100	7,100
MAINTENANCE AND OPERATIONS	44,161	43,629	43,629
PERSONNEL COSTS	171,510	208,000	246,003
TRANSFERS OUT	0	32,166	37,347
650-CHILDRENS SERVICES TOTAL	**216,892**	**290,895**	**334,079**
660-TEEN CENTER/SKATE PARK			
CONTRACTUAL SERVICES	600	4,900	4,900
MAINTENANCE AND OPERATIONS	24,402	46,087	46,087
PERSONNEL COSTS	175,356	184,400	198,440
660-TEEN CENTER/SKATE PARK TOTAL	**200,358**	**235,387**	**249,427**

restoration of limited personnel and 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.

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 budget should further increase the projected reserve to $6.37 million. 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's projected General Fund Revenues for Fiscal year 2014/15 are projected to be $ 25,192,781. Property Tax revenue continues to rebound from the recession. However, Sales Tax saw a decrease last year so only a slight increase from current years projected revenues are being made. The City's Utility Users Tax and Business License are also projected to have slight increases. The new source last year was fees from digital billboards. The contract with Clear Channel provided an additional $200,000 for the current fiscal year. It is projected to provide $78,000 in the next fiscal year. Staff is currently negotiating with another firm for additional digital billboards.

Development related fees saw a dramatic increase during the current fiscal years after several years of little activity. There are several major projects that may be developed in the next fiscal year, but smaller activity continues to increases and is projected to continue to increase during the next year.

Expenditures

The proposed General Fund expenditures and transfer out for Fiscal Year 2014/15 are $ 25,093,450. This is an increase of $651,409 over the previous year's budget. This is an increase of 2.67%. The proposed budget begins a process that was started in January with the review and eventual approval of the Fiscal Year 2013/14 Budget in restoring some programs that were deleted in the past and stabilizing city service levels. During the past two months, the Executive Team worked to identify the areas where immediate attention was needed to address current service levels, personnel configurations and out dated equipment.

The proposed budget addresses the most immediate needs. One of the major changes recommended by the Executive Team is the ***restoring*** of several full-time positions throughout the City. The work is presently being done by individuals who are technically part-time although they are all working close to 40 hour work weeks. Some have been in the position for years while others started as 20 hour employees, but with the elimination of many full-time positions they assumed the additional duties and their hours increased to where they were eventually working a full-time schedule. Many of these are

the individuals you see when you are at City Hall or another City facility. Because of the hours they work, most of you would believe they are full-time. The Executive Team believes this situation needs to be corrected this year. By making these positions full-time status, it will provide greater stability for both the City and the individual. The Executive Team believes it will also result in increased productivity in the long run.

The positions include two maintenance workers I in Facilities, an equipment mechanic in Fleet, an administrative clerk in Support Services, a human resources technician, a dispatcher, records specialist II and a community services officer in Police, a senior finance clerk, an administrative clerk II in Recreation, an administrative clerk I in Code Enforcement, a senior housing specialist and two housing specialist in Housing. While there are fourteen positions recommended, eleven positions have some impact on the General Fund and this change would increase costs by $94,350.

In Administration, after a further study of their duties and responsibilities it is recommended that two of the positions currently there be upgraded to Chief Deputy City Clerk and to Executive Secretary.

This past year the city has seen a significant increase in development related activity. While there are a few major projects in process there has been a significant increase in smaller projects. In order to have an adequate response time in processing projects, staff is recommending in this budget the ***restoring*** of an Associate Planner and ***restoring*** some clerical support with a part-time Administrative Clerk l. The ***restoring*** of these positions will assist greatly in reducing the present processing time and sending a clear positive message to the development and business community.

In addition to ***restoring*** of some personnel positions, Staff is also recommending the restoration of some recreational and community programs that were previously reduced or eliminated. This budget includes the **restoration** of the Easter Egg Hunt ($7,000); The Halloween Fest ($9,300) and an additional Concert in the Park ($4,000) this summer. It is staff's believe that these have the greatest impact on the City's children for the amounts expended. Staff is also recommending $5,650 increase in part-time salaries to allow the Boxing Program additional hours on Saturday. This will allow the program to start competing in various boxing tournaments in the area.

This budget does include projected salary savings from the anticipated vacancy factor in the Police Department. Over the past few years the department has experienced a vacancy factor of between fifteen to twenty positions being vacant. The projected budget anticipates a vacancy factor of approximately ten percent, which is what many police departments historically have due to retirements, resignations, transfers and long term injuries. Even with the vacancy factor, there is funding for at least 70 sworn positions for an entire year. This vacancy factor is considerably lower than in the past and would mean a significant increase in sworn officers on duty if the vacancy factor was reduced to only ten percent. The Police

Department currently has 64 sworn officers. If the department is able to fill all seventy positions there would be a significant reduction in overtime. This manning level would mean that patrol would be fully staffed and not require it to be backfilled by other divisions within the department.

The other **key component** in this budget is the continued ***replacing*** and ***upgrading*** of the City's equipment and facilities. This budget provides for the replacement and upgrading of the fueling station. The new fueling station will allow for better tracking of fuel, be accessible 24/7 and allow personnel to deal with other equipment and repair issues. The garage doors are also scheduled to be repaired and realigned. The General Fund also includes the funding for two more police cars and for limited repairs at various City Facilities. The Information Technology Fund has funds set aside to upgrade all of the City's main servers that support the City's IT system. Other equipment replacement will be funded by the various special revenue funds.

The proposed budget has the required increased amounts for the debt service for the Pension Obligation Bonds and for the increased PERS rates. The City continues to see increases in Utility and fuel costs which are also reflected in this budget.

Gradual, But Steady Progress and Other Issues

This proposed budget reflects a slow ***rebuilding*** of equipment and staff after several years of layoffs, forced vacancies and using outdated and broken down equipment. While there is some progress, the City is still a great distance from the service levels of the past. However, the City is no longer moving backwards. The increased revenues have meant some ***restoration*** of programs, positions and service levels.

However, this budget does not provide funding for any raises or benefit increases. It also does not provide any funding to start and deal with OPEB. Additional funds will be needed in the future to further repair the City's facilities and infrastructure. It will take a coordinated effort by the Mayor and Members of the City Council working with the Executive Team, Staff and the Community to identify new revenue sources, become more efficient and determine the priorities for spending are in the future.

Management and Planning Tool

The budget, while it is the authorization to spend, it is the primary management tool for the Mayor and City Council with the Executive Team to manage and have accountability for its fiscal resources. It can also be a very effective planning instrument. The more successful organizations have a vision of who they are and what their priorities are. The leadership needs to define the organization's goals and objectives. Then plans can be made 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 a City forward.

In coming out of an economic downturn, now is an opportune time for the City to develop a new set of goals and objectives. The Mayor and Council need to work with staff and the community 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 and /or additions in the proposed budget for Fiscal Year 2014/15 during the study sessions and council meetings. Public hearings will be held June 4th and June 18th for the public to provide input. The City Council needs to adopt the Budget for Fiscal Year 2014/15 by July 2, 2014 to provide for a smooth transition and operational effectiveness. If not then a Continuing Resolution will need to be adopted in the interim.

Acknowledgments

We would like to thank the members of the Executive Team and 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 2014/15. The Executive Team appreciates the continued time commitment of the Mayor and City Council to the budget process. We look forward to providing any additional assistance the City Council may need as we work together ***"Replacing", "Restoring" and "Reviving"*** a new spirit and better future for the Citizens of Baldwin Park.

Sincerely,

Michael Taylor
Chief of Police
Acting Executive Team Manager

Craig A. Graves
Director of Finance

City of Baldwin Park
Fiscal Year 2014-2015 Proposed Fund Balance

General Fund and Internal Services Funds

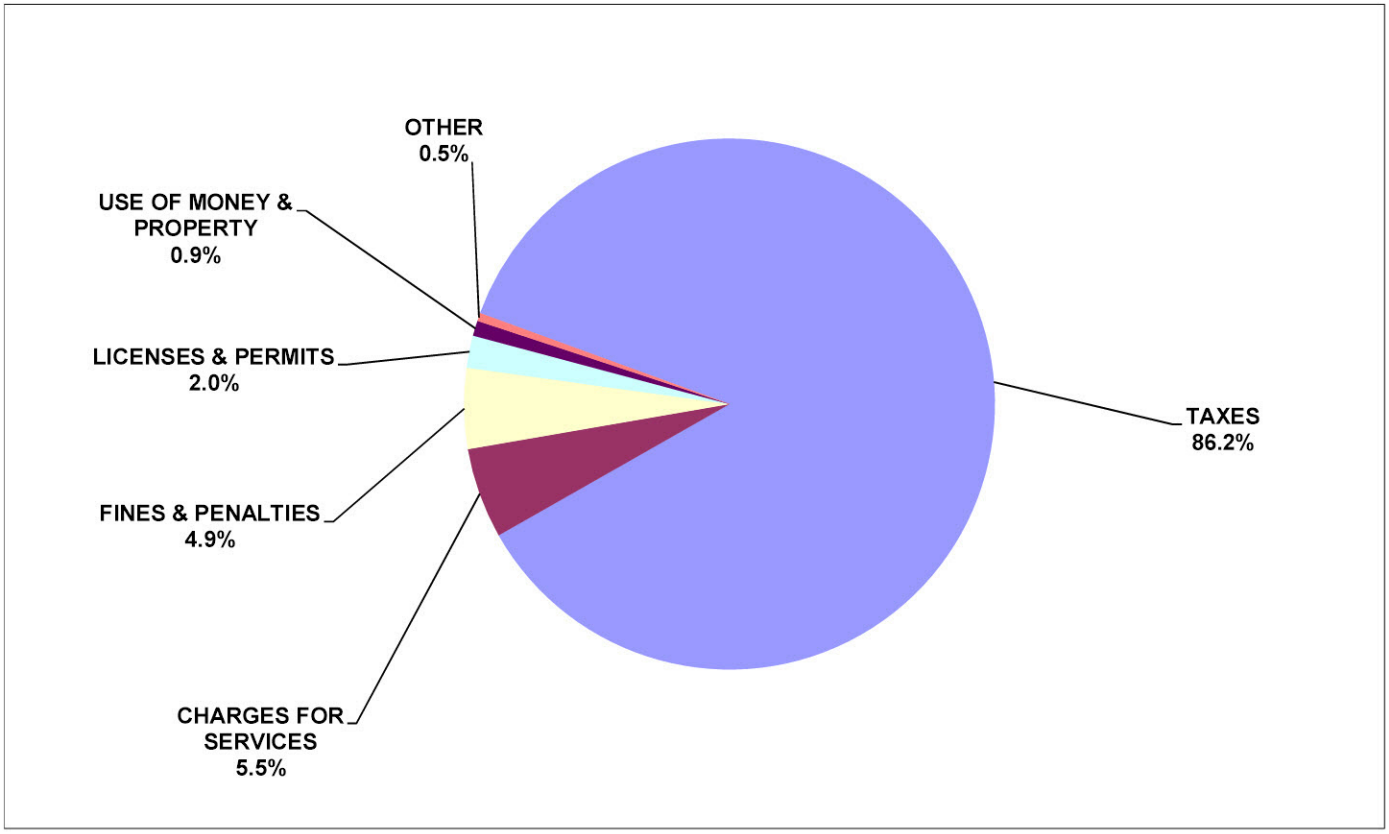
Fund	Fund Description	Proposed Fund Balance 06/30/2014	2015 Proposed Revenues	2015 Proposed Transfers In	2015 Proposed Expenditures	2015 Proposed Transfers Out	Proposed Fund Balance 06/30/2015
General Fund:							
100	General Fund [1]	6,222,234	25,192,781	0	23,833,407	1,210,043	6,371,565
Subtotal - General Fund		6,222,234	25,192,781	0	23,833,407	1,210,043	6,371,565
Internal Services Funds:							
401	Information and Support Services	113,649	836,929	0	853,027	0	97,551
402	Fleet Services	(101,133)	1,080,520	0	1,077,735	0	(98,349)
403	Internal Insurance	(1,526,153)	2,624,962	0	2,618,529	0	(1,519,720)
Subtotal - Internal Services Funds		(1,513,637)	4,542,411	0	4,549,291	0	(1,520,517)
GRAND TOTAL - GENERAL FUND & INTERNAL SERVICES FUNDS		**4,708,597**	**29,735,192**	**0**	**28,382,699**	**1,210,043**	**4,851,048**

GENERAL FUND REVENUE

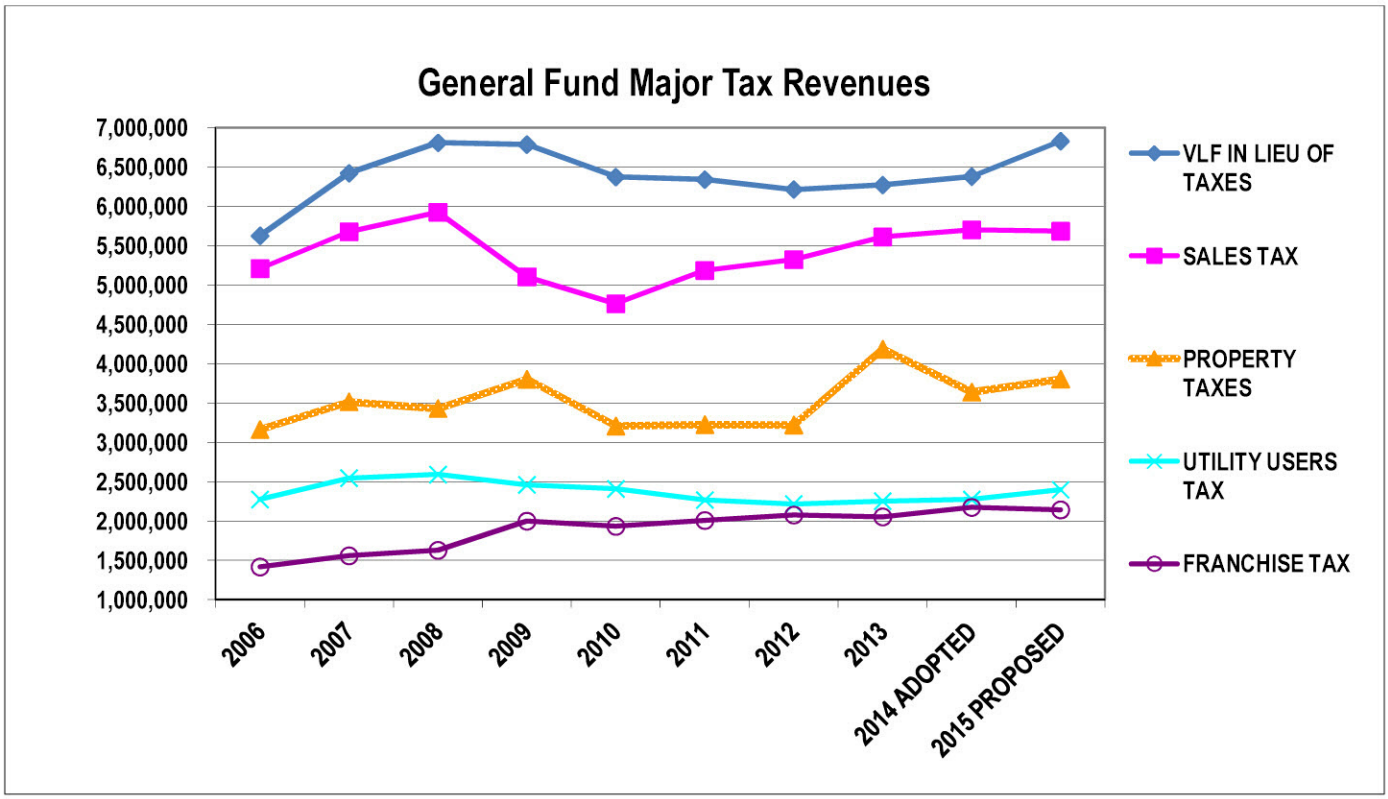
City of Baldwin Park
General Fund Revenue Summary by Type
Fiscal Years 2012/2013 Through 2014/2015

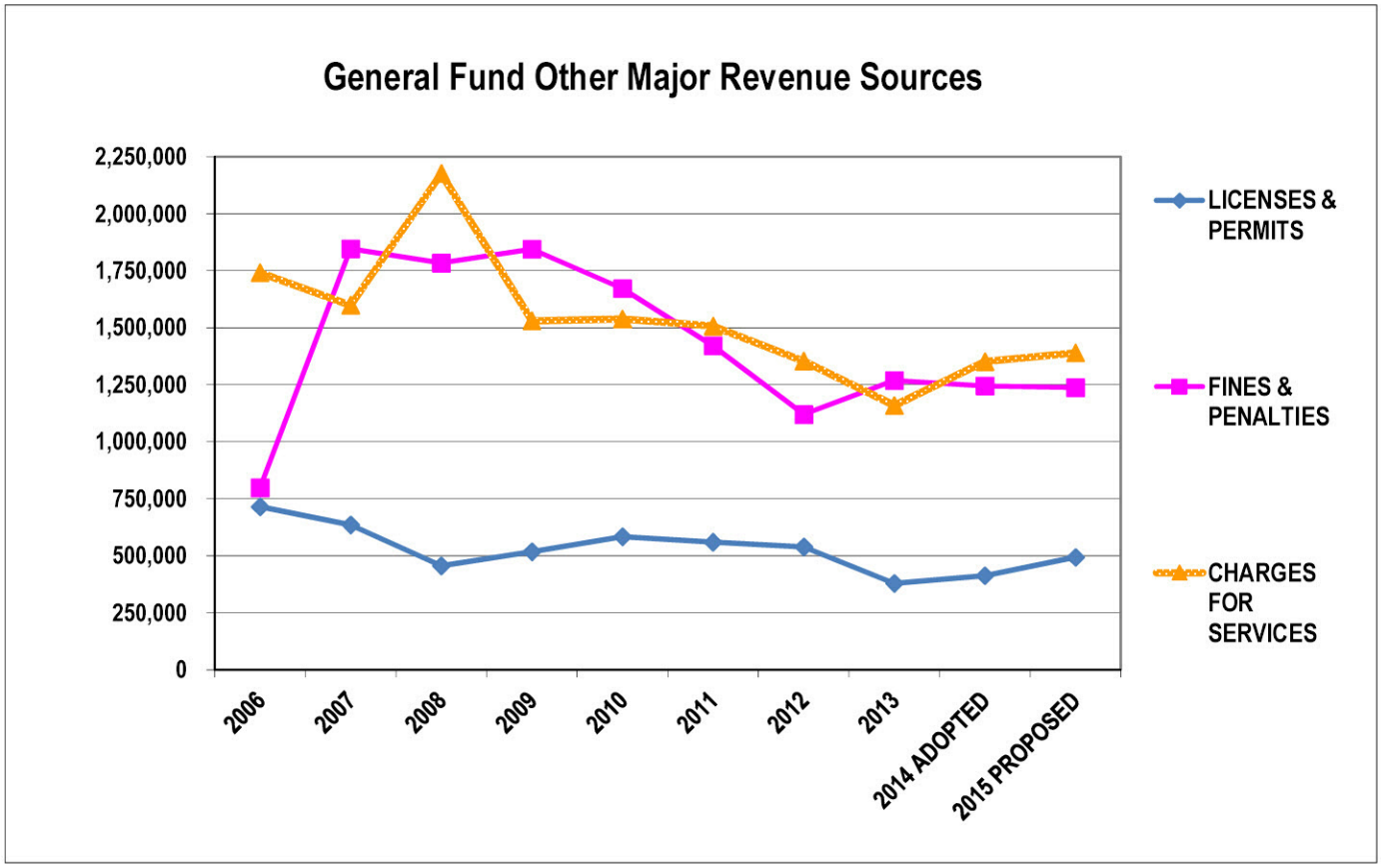
REVENUE TYPE	FY2012/2013 ACTUALS @ 06/30/13	FY2013/2014 ADOPTED REVENUE	FY2014/2015 PROPOSED REVENUE
PROPERTY TAXES	3,433,425	3,639,200	3,804,020
SALES TAX	5,612,549	5,702,100	5,685,900
TRANSIENT OCCUPANCY TAX	222,886	219,000	259,350
FRANCHISE TAX	2,052,259	2,173,000	2,141,200
UTILITY USERS TAX	2,252,168	2,275,000	2,396,210
LICENSES & PERMITS	378,985	413,000	493,200
BUSINESS LICENSE TAX	546,538	567,000	601,200
FINES & PENALTIES	1,268,875	1,245,000	1,237,210
USE OF MONEY & PROPERTY	202,187	230,000	230,000
PROP TX IN LIEU OF VLF / INTERGOV	6,420,618	6,583,500	6,831,910
CHARGES FOR SERVICES	1,159,573	1,351,600	1,389,781
MISCELLANEOUS	197,820	140,000	122,800
SUBTOTAL GENERAL FUND OPERATING REVENUE	**$ 23,747,883**	**$ 24,538,400**	**$ 25,192,781**
ONE TIME REVENUE SOURCES	751,762	1,000,000	0
TOTAL GENERAL FUND REVENUE	**$ 24,499,645**	**$ 25,538,400**	**$ 25,192,781**

General Fund FY 2014/2015 Proposed Revenue by Category



City of Baldwin Park
General Fund Proposed Revenues - Fiscal Year 2014/2015





GENERAL FUND EXPENDITURES

CITY OF BALDWIN PARK
EXPENDITURE SUMMARIES - GENERAL FUND
FISCAL YEAR 2014/2015 PROPOSED EXPENDITURE BUDGET

ALL DEPARTMENTS - GENERAL FUND ONLY

SUMMARY BY DEPARTMENT

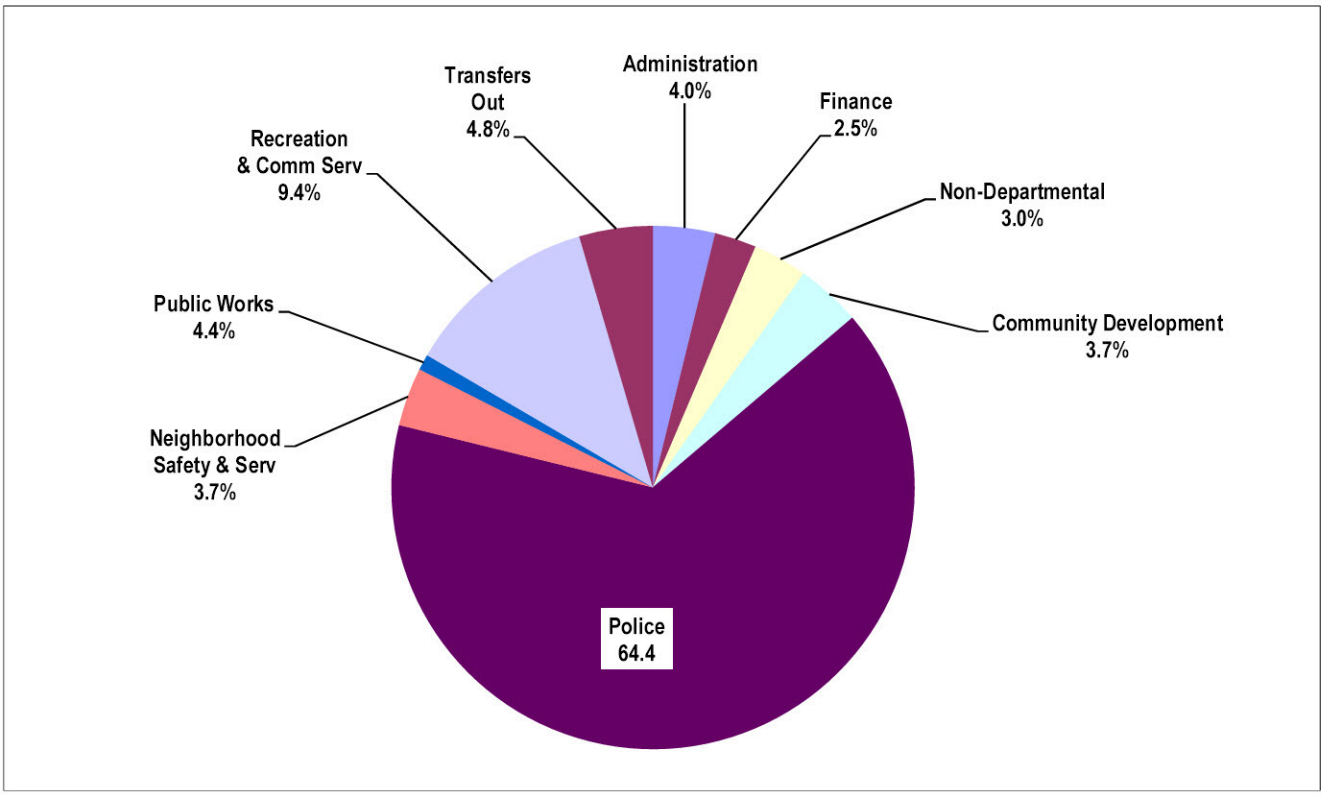
DEPARTMENT	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 ADOPTED BUDGET	FY 2014/2015 PROPOSED BUDGET
ADMINISTRATION	814,222	966,210	1,043,668
FINANCE	578,854	771,950	770,140
NON-DEPARTMENTAL	1,704,168	818,888	758,900
POLICE	16,514,269	15,906,314	16,130,820
NEIGHBORHOOD SAFETY & SERVICES	149,904	1,031,016	917,891
COMMUNITY DEVELOPMENT	746,108	912,344	996,781
PUBLIC WORKS	1,060,040	1,182,028	1,344,483
RECREATION & COMMUNITY SERVICES	2,020,830	2,853,090	3,080,766
TOTAL EXPENDITURES	**23,588,395**	**24,441,841**	**25,043,450**

SUMMARY BY CATEGORY

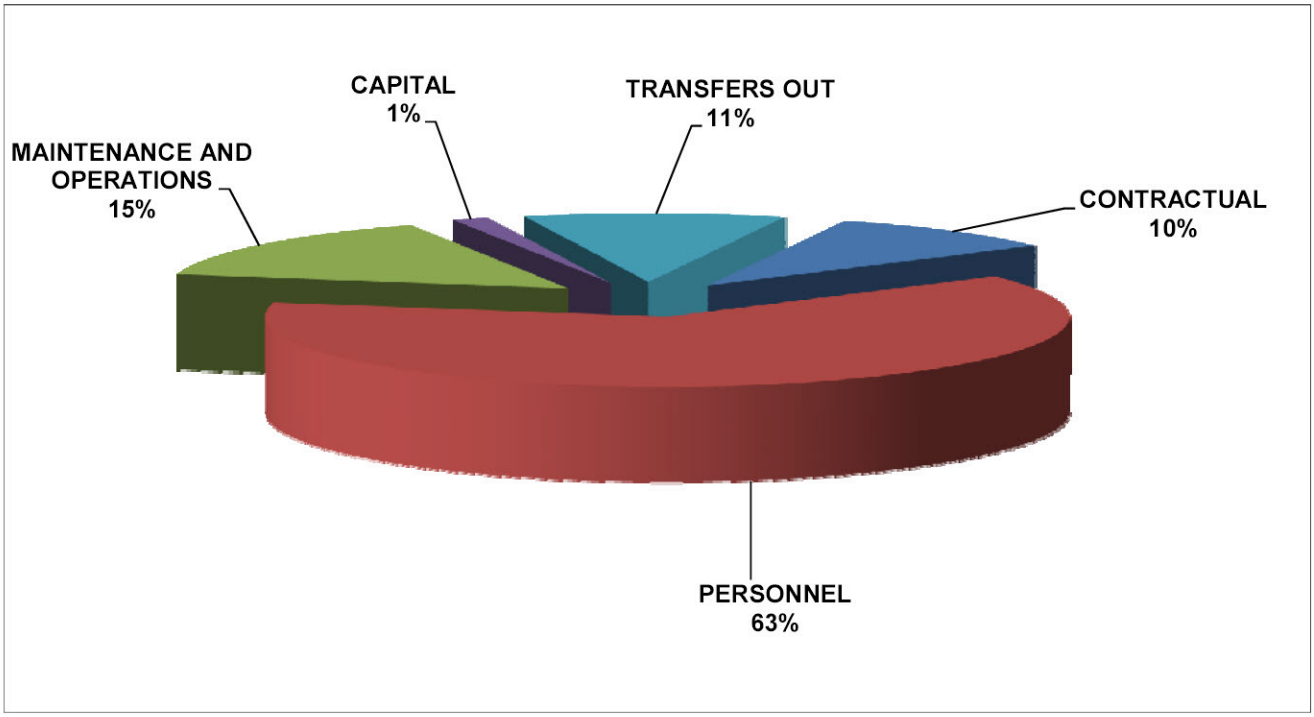
CATEGORY	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 ADOPTED BUDGET	FY 2014/2015 PROPOSED BUDGET
CAPITAL	89,210	83,800	207,560
CONTRACTUAL SERVICES	2,347,383	2,436,790	2,281,595
MAINTENANCE AND OPERATIONS	2,495,059	2,877,110	2,028,921
PERSONNEL COSTS	17,682,826	17,933,898	19,315,331
TRANSFERS OUT	973,917	1,110,243	1,210,043
TOTAL EXPENDITURES	**23,588,395**	**24,441,841**	**25,043,450**

City of Baldwin Park
General Fund Proposed Expenditures - Fiscal Year 2014/2015

General Fund Proposed Expenditures by Department



General Fund Proposed Expenditures by Category



CITY OF BALDWIN PARK
EXPENDITURE SUMMARIES - GENERAL FUND
FISCAL YEAR 2014/2015 PROPOSED EXPENDITURE BUDGET

ALL DEPARTMENTS - GENERAL FUND ONLY

SUMMARY BY DEPARTMENT / COST CENTER

DEPARTMENT	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 ADOPTED BUDGET	FY 2014/2015 ADOPTED BUDGET
ADMINISTRATION			
100-CITY COUNCIL	166,204	234,392	237,722
110-CEO'S OFFICE	116,582	136,037	139,785
120-CITY CLERK	54,221	131,437	144,087
130-CITY ATTORNEY	230,695	193,000	234,000
150-PERSONNEL	246,520	271,345	288,075
TOTAL ADMINISTRATION	**814,222**	**966,210**	**1,043,668**
FINANCE			
200-CITY TREASURER	17,934	23,172	25,222
210-FINANCE	560,920	748,778	744,918
TOTAL FINANCE	**578,854**	**771,950**	**770,140**
NON-DEPARTMENTAL			
000-NO COST CENTER	973,917	0	0
299-NON-DEPARTMENTAL	730,251	818,888	758,900
TOTAL NON-DEPARTMENTAL	**1,704,168**	**818,888**	**758,900**
POLICE			
300-POLICE CHIEF	734,060	806,308	999,453
310-POLICE ADMINISTRATION	1,280,554	1,312,440	892,111
320-COMMUNICATIONS	892,412	943,929	1,010,789
330-RECORDS	396,075	299,281	364,611
340-PATROL	7,919,016	8,031,807	8,376,206
350-TRAFFIC	1,340,782	895,042	796,797
360-INVESTIGATIONS	3,556,785	3,203,108	3,276,454
370-POLICE JAIL	348,068	361,400	361,400
380-EMERGENCY OPERATIONS	46,517	53,000	53,000
TOTAL POLICE	**16,514,269**	**15,906,314**	**16,130,820**
NEIGHBORHOOD SAFETY & SERVICES			
390-OTHER PUBLIC SAFETY SERV	0	772,856	647,161
391-CODE ENFORCEMENT	148,479	144,980	152,580
392-PARKING ENFORCEMENT	1,425	113,180	118,150
TOTAL NEIGHBORHOOD SAFETY & SERVICES	**149,904**	**1,031,016**	**917,891**

DEPARTMENT	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 ADOPTED BUDGET	FY 2014/2015 ADOPTED BUDGET
COMMUNITY DEVELOPMENT			
400-COMMUNITY DEV DIRECTOR	26,714	130,389	108,679
410-FEDERALLY ASSISTED HOUSING	0	6,912	6,912
420-CDBG	21,345	2,237	2,237
440-PLANNING	260,014	235,575	306,325
450-BUILDING & SAFETY	432,714	455,744	489,101
470-COMMUNITY DEV ADMIN	5,321	81,486	83,526
TOTAL COMMUNITY DEVELOPMENT	**746,108**	**912,344**	**996,781**
PUBLIC WORKS			
500-PUBLIC WORKS DIRECTOR	28,075	37,266	19,466
510-ENGINEERING	57,092	82,121	87,961
520-CAPITAL IMPROVEMENT	28,480	25,447	26,367
540-WASTE MNG/ENVIRO SERV	6,041	9,963	15,403
550-TRAFFIC CONTROL	9,088	4,240	3,550
552-STREET SWEEPING	10,000	16,300	0
560-LANDSCAPE	14,152	152,126	254,285
561-TREES	4,125	4,204	4,354
562-IRRIGATION	6,372	1,463	1,463
570-GRAFFITI ABATEMENT	12,417	14,960	15,270
571-COURT REFERRAL	5,869	6,180	6,940
581-TRANSIT FACILITY MAINT	35,422	25,830	28,880
595-FACILITIES MAINTENANCE	842,907	801,926	880,542
TOTAL PUBLIC WORKS	**1,060,040**	**1,182,028**	**1,344,483**
RECREATION & COMMUNITY SERVICES			
600-RECREATION & COMM SERV DIR	168,097	172,812	185,442
610-RECREATION SERVICES	920,302	1,549,112	1,675,664
630-SENIOR SERVICES CENTER	161,115	201,191	213,051
640-FAMILY SERVICE CENTER	62,319	80,383	83,443
650-CHILDRENS SERVICES	216,892	290,895	334,079
660-TEEN CENTER/SKATE PARK	200,358	235,387	249,427
670-BARNES PARK	105,643	138,406	140,956
680-ARTS & RECREATION CENTER	186,104	184,905	198,705
TOTAL RECREATION & COMMUNITY SERVICES	**2,020,830**	**2,853,090**	**3,080,766**
TOTAL EXPENDITURES ALL DEPARTMENTS	**23,588,395**	**24,441,841**	**25,043,450**

CITY OF BALDWIN PARK
FISCAL YEAR 2014/2015 PROPOSED EXPENDITURE BUDGET

DEPARTMENT SUMMARY BY COST CENTER & CATEGORY
GENERAL FUND ONLY

ADMINISTRATION

COST CENTER / CATEGORY	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 ADOPTED BUDGET	FY 2014/2015 PROPOSED BUDGET
100-CITY COUNCIL			
CONTRACTUAL SERVICES	3,646	3,000	1,500
MAINTENANCE AND OPERATIONS	17,193	47,932	45,932
PERSONNEL COSTS	145,365	183,460	190,290
100-CITY COUNCIL TOTAL	**166,204**	**234,392**	**237,722**
110-CEO'S OFFICE			
CONTRACTUAL SERVICES	0	2,500	2,500
MAINTENANCE AND OPERATIONS	7,607	17,607	17,625
PERSONNEL COSTS	108,975	89,430	93,160
TRANSFERS OUT	0	26,500	26,500
110-CEO'S OFFICE TOTAL	**116,582**	**136,037**	**139,785**
120-CITY CLERK			
CONTRACTUAL SERVICES	2,787	54,000	13,000
MAINTENANCE AND OPERATIONS	15,421	29,367	32,367
PERSONNEL COSTS	36,013	48,070	98,720
120-CITY CLERK TOTAL	**54,221**	**131,437**	**144,087**
130-CITY ATTORNEY			
CONTRACTUAL SERVICES	230,695	193,000	234,000
130-CITY ATTORNEY TOTAL	**230,695**	**193,000**	**234,000**
150-PERSONNEL			
CONTRACTUAL SERVICES	67,183	30,000	45,000
MAINTENANCE AND OPERATIONS	18,665	59,045	61,045
PERSONNEL COSTS	160,672	175,100	174,830
TRANSFERS OUT	0	7,200	7,200
150-PERSONNEL TOTAL	**246,520**	**271,345**	**288,075**
TOTAL ADMINISTRATION:	**814,222**	**966,210**	**1,043,668**

CITY OF BALDWIN PARK
FISCAL YEAR 2014/2015 PROPOSED EXPENDITURE BUDGET

DEPARTMENT SUMMARY BY COST CENTER & CATEGORY
GENERAL FUND ONLY

FINANCE

COST CENTER / CATEGORY	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 ADOPTED BUDGET	FY 2014/2015 PROPOSED BUDGET
200-CITY TREASURER			
MAINTENANCE AND OPERATIONS	1,580	492	2,492
PERSONNEL COSTS	16,354	22,680	22,730
200-CITY TREASURER TOTAL	**17,934**	**23,172**	**25,222**
210-FINANCE			
CONTRACTUAL SERVICES	136,863	70,600	68,100
MAINTENANCE AND OPERATIONS	37,074	96,398	94,898
PERSONNEL COSTS	386,983	444,780	444,920
TRANSFERS OUT	0	137,000	137,000
210-FINANCE TOTAL	**560,920**	**748,778**	**744,918**
TOTAL FINANCE	**578,854**	**771,950**	**770,140**

CITY OF BALDWIN PARK
FISCAL YEAR 2014/2015 PROPOSED EXPENDITURE BUDGET

DEPARTMENT SUMMARY BY COST CENTER & CATEGORY
GENERAL FUND ONLY

NON-DEPARTMENTAL

COST CENTER / CATEGORY	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 ADOPTED BUDGET	FY 2014/2015 PROPOSED BUDGET
000-NO COST CENTER			
TRANSFERS OUT	973,917	0	0
000-NO COST CENTER TOTAL	**973,917**	**0**	**0**
299-NON-DEPARTMENTAL			
CONTRACTUAL SERVICES	35,431	50,900	50,900
MAINTENANCE AND OPERATIONS	48,880	53,450	49,700
PERSONNEL COSTS	645,940	714,538	658,300
299-NON-DEPARTMENTAL TOTAL	**730,251**	**818,888**	**758,900**
TOTAL NON-DEPARTMENTAL	**1,704,168**	**818,888**	**758,900**

CITY OF BALDWIN PARK
FISCAL YEAR 2014/2015 PROPOSED EXPENDITURE BUDGET

DEPARTMENT SUMMARY BY COST CENTER & CATEGORY
GENERAL FUND ONLY

POLICE

COST CENTER / CATEGORY	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 ADOPTED BUDGET	FY 2014/2015 PROPOSED BUDGET
300-POLICE CHIEF			
CONTRACTUAL SERVICES	12,379	0	0
MAINTENANCE AND OPERATIONS	38,445	40,688	52,288
PERSONNEL COSTS	683,236	765,620	947,165
300-POLICE CHIEF TOTAL	**734,060**	**806,308**	**999,453**
310-POLICE ADMINISTRATION			
CONTRACTUAL SERVICES	383,751	255,400	235,400
MAINTENANCE AND OPERATIONS	231,013	184,680	193,980
PERSONNEL COSTS	665,790	872,360	462,731
310-POLICE ADMINISTRATION TOTAL	**1,280,554**	**1,312,440**	**892,111**
320-COMMUNICATIONS			
CONTRACTUAL SERVICES	6,310	7,500	7,500
MAINTENANCE AND OPERATIONS	43,619	82,239	82,239
PERSONNEL COSTS	842,483	854,190	921,050
320-COMMUNICATIONS TOTAL	**892,412**	**943,929**	**1,010,789**
330-RECORDS			
CONTRACTUAL SERVICES	870	1,000	1,000
MAINTENANCE AND OPERATIONS	36,494	64,461	64,461
PERSONNEL COSTS	358,711	233,820	299,150
330-RECORDS TOTAL	**396,075**	**299,281**	**364,611**
340-PATROL			
CAPITAL	71,756	68,800	142,560
CONTRACTUAL SERVICES	74,361	71,000	71,000
MAINTENANCE AND OPERATIONS	748,908	796,537	41,017
PERSONNEL COSTS	7,023,991	7,095,470	8,121,629
340-PATROL TOTAL	**7,919,016**	**8,031,807**	**8,376,206**
350-TRAFFIC			
CONTRACTUAL SERVICES	516,391	0	0
MAINTENANCE AND OPERATIONS	58,365	67,392	69,992
PERSONNEL COSTS	766,026	827,650	726,805
350-TRAFFIC TOTAL	**1,340,782**	**895,042**	**796,797**

POLICE (Continued)

COST CENTER / CATEGORY	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 ADOPTED BUDGET	FY 2014/2015 PROPOSED BUDGET
360-INVESTIGATIONS			
CONTRACTUAL SERVICES	1,414	7,000	7,000
MAINTENANCE AND OPERATIONS	304,685	347,688	245,288
PERSONNEL COSTS	3,250,686	2,848,420	3,024,166
360-INVESTIGATIONS TOTAL	**3,556,785**	**3,203,108**	**3,276,454**
370-POLICE JAIL			
CONTRACTUAL SERVICES	346,916	358,400	358,400
MAINTENANCE AND OPERATIONS	1,152	3,000	3,000
370-POLICE JAIL TOTAL	**348,068**	**361,400**	**361,400**
380-EMERGENCY OPERATIONS			
CONTRACTUAL SERVICES	38,986	44,000	44,000
MAINTENANCE AND OPERATIONS	7,531	9,000	9,000
380-EMERGENCY OPERATIONS TOTAL	**46,517**	**53,000**	**53,000**
TOTAL POLICE	**16,514,269**	**15,906,314**	**16,130,820**

CITY OF BALDWIN PARK
FISCAL YEAR 201/2015 PROPOSED EXPENDITURE BUDGET

DEPARTMENT SUMMARY BY COST CENTER & CATEGORY
GENERAL FUND ONLY

NEIGHBORHOOD SAFETY & SERVICES

COST CENTER / CATEGORY	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 ADOPTED BUDGET	FY 2014/2015 PROPOSED BUDGET
390-OTHER PUBLIC SAFETY SERV			
CONTRACTUAL SERVICES	0	769,900	644,205
MAINTENANCE AND OPERATIONS	0	2,956	2,956
390-OTHER PUBLIC SAFETY SERV TOTAL	**0**	**772,856**	**647,161**
391-CODE ENFORCEMENT			
CONTRACTUAL SERVICES	6,060	16,000	16,000
MAINTENANCE AND OPERATIONS	52,629	52,910	47,810
PERSONNEL COSTS	89,790	76,070	88,770
391-CODE ENFORCEMENT TOTAL	**148,479**	**144,980**	**152,580**
392-PARKING ENFORCEMENT			
PERSONNEL COSTS	1,425	113,180	118,150
392-PARKING ENFORCEMENT TOTAL	**1,425**	**113,180**	**118,150**
TOTAL NEIGHBORHOOD SAFETY & SERVICES	**149,904**	**1,031,016**	**917,891**

CITY OF BALDWIN PARK
FISCAL YEAR 2014/2015 PROPOSED EXPENDITURE BUDGET

DEPARTMENT SUMMARY BY COST CENTER & CATEGORY
GENERAL FUND ONLY

COMMUNITY DEVELOPMENT

COST CENTER / CATEGORY	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 ADOPTED BUDGET	FY 2014/2015 PROPOSED BUDGET
400-COMMUNITY DEV DIRECTOR			
CONTRACTUAL SERVICES	0	2,000	2,000
MAINTENANCE AND OPERATIONS	1,238	11,869	11,869
PERSONNEL COSTS	25,476	89,520	67,810
TRANSFERS OUT	0	27,000	27,000
400-COMMUNITY DEV DIRECTOR TOTAL	**26,714**	**130,389**	**108,679**
410-FEDERALLY ASSISTED HOUSING			
CONTRACTUAL SERVICES	0	1,440	1,440
MAINTENANCE AND OPERATIONS	0	5,472	5,472
410-FEDERALLY ASSISTED HOUSING TOTAL	**0**	**6,913**	**6,912**
420-CDBG			
MAINTENANCE AND OPERATIONS	0	2,237	2,237
PERSONNEL COSTS	21,345	0	0
420-CDBG TOTAL	**21,345**	**2,237**	**2,237**
440-PLANNING			
CONTRACTUAL SERVICES	15,000	45,000	20,000
MAINTENANCE AND OPERATIONS	28,350	34,705	34,805
PERSONNEL COSTS	216,664	155,870	251,520
440-PLANNING TOTAL	**260,014**	**235,575**	**306,325**
450-BUILDING & SAFETY			
CONTRACTUAL SERVICES	263	4,000	4,000
MAINTENANCE AND OPERATIONS	37,957	48,884	50,041
PERSONNEL COSTS	394,494	402,860	435,060
450-BUILDING & SAFETY TOTAL	**432,714**	**455,744**	**489,101**
470-COMMUNITY DEV ADMIN			
MAINTENANCE AND OPERATIONS	0	10,466	10,466
PERSONNEL COSTS	5,321	18,720	20,760
TRANSFERS OUT	0	52,300	52,300
470-COMMUNITY DEV ADMIN TOTAL	**5,321**	**81,486**	**83,526**
TOTAL COMMUNITY DEVELOPMENT	**746,108**	**912,344**	**996,781**

CITY OF BALDWIN PARK
FISCAL YEAR 2014/2015 PROPOSED EXPENDITURE BUDGET

DEPARTMENT SUMMARY BY COST CENTER & CATEGORY
GENERAL FUND ONLY

PUBLIC WORKS

COST CENTER / CATEGORY	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 ADOPTED BUDGET	FY 2014/2015 PROPOSED BUDGET
500-PUBLIC WORKS DIRECTOR			
CONTRACTUAL SERVICES	108	5,000	5,000
MAINTENANCE AND OPERATIONS	9,966	5,206	5,206
PERSONNEL COSTS	18,001	27,060	9,260
500-PUBLIC WORKS DIRECTOR TOTAL	**28,075**	**37,266**	**19,466**
510-ENGINEERING			
CONTRACTUAL SERVICES	746	40,000	40,000
MAINTENANCE AND OPERATIONS	13,404	8,651	8,651
PERSONNEL COSTS	42,942	33,470	39,310
510-ENGINEERING TOTAL	**57,092**	**82,121**	**87,961**
520-CAPITAL IMPROVEMENT			
CONTRACTUAL SERVICES	400	0	0
MAINTENANCE AND OPERATIONS	5,174	3,137	3,137
PERSONNEL COSTS	22,906	22,310	23,230
520-CAPITAL IMPROVEMENT TOTAL	**28,480**	**25,447**	**26,367**
540-WASTE MNG/ENVIRO SERV			
MAINTENANCE AND OPERATIONS	1,833	5,763	5,763
PERSONNEL COSTS	4,208	4,200	9,640
540-WASTE MNG/ENVIRO SERV TOTAL	**6,041**	**9,963**	**15,403**
550-TRAFFIC CONTROL			
MAINTENANCE AND OPERATIONS	300	240	240
PERSONNEL COSTS	8,788	4,000	3,310
550-TRAFFIC CONTROL TOTAL	**9,088**	**4,240**	**3,550**
552-STREET SWEEPING			
MAINTENANCE AND OPERATIONS	10,000	16,300	0
552-STREET SWEEPING TOTAL	**10,000**	**16,300**	**0**
560-LANDSCAPE			
MAINTENANCE AND OPERATIONS	810	709	709
PERSONNEL COSTS	13,342	7,920	8,760
TRANSFERS OUT	0	143,497	244,816
560-LANDSCAPE TOTAL	**14,152**	**152,126**	**254,285**

PUBLIC WORKS (Continued)

COST CENTER / CATEGORY	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 ADOPTED BUDGET	FY 2014/2015 PROPOSED BUDGET
561-TREES			
MAINTENANCE AND OPERATIONS	920	834	834
PERSONNEL COSTS	3,205	3,370	3,520
561-TREES TOTAL	**4,125**	**4,204**	**4,354**
562-IRRIGATION			
MAINTENANCE AND OPERATIONS	1,510	1,303	1,303
PERSONNEL COSTS	4,862	160	160
562-IRRIGATION TOTAL	**6,372**	**1,463**	**1,463**
570-GRAFFITI ABATEMENT			
PERSONNEL COSTS	12,417	14,960	15,270
570-GRAFFITI ABATEMENT TOTAL	**12,417**	**14,960**	**15,270**
571-COURT REFERRAL			
PERSONNEL COSTS	5,869	6,180	6,940
571-COURT REFERRAL TOTAL	**5,869**	**6,180**	**6,940**
581-TRANSIT FACILITY MAINT			
PERSONNEL COSTS	35,422	25,830	28,880
581-TRANSIT FACILITY MAINT TOTAL	**35,422**	**25,830**	**28,880**
595-FACILITIES MAINTENANCE			
CAPITAL	17,453	15,000	65,000
CONTRACTUAL SERVICES	406,678	327,350	331,850
MAINTENANCE AND OPERATIONS	354,045	375,286	360,942
PERSONNEL COSTS	64,731	84,290	122,750
595-FACILITIES MAINTENANCE TOTAL	**842,907**	**801,926**	**880,542**
TOTAL PUBLIC WORKS	**1,060,040**	**1,182,028**	**1,344,483**

CITY OF BALDWIN PARK
FISCAL YEAR 2014/2015 PROPOSED EXPENDITURE BUDGET

DEPARTMENT SUMMARY BY COST CENTER & CATEGORY
GENERAL FUND ONLY

RECREATION & COMMUNITY SERVICES

COST CENTER / CATEGORY	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 ADOPTED BUDGET	FY 2014/2015 PROPOSED BUDGET
600-RECREATION & COMM SERV DIR			
MAINTENANCE AND OPERATIONS	16,832	23,802	23,802
PERSONNEL COSTS	151,265	149,010	161,640
600-RECREATION & COMM SERV DIR TOTAL	**168,097**	**172,812**	**185,442**
610-RECREATION SERVICES			
CONTRACTUAL SERVICES	46,112	43,500	43,500
MAINTENANCE AND OPERATIONS	201,489	167,742	188,692
PERSONNEL COSTS	672,701	653,290	765,592
TRANSFERS OUT	0	684,580	677,880
610-RECREATION SERVICES TOTAL	**920,302**	**1,549,112**	**1,675,664**
630-SENIOR SERVICES CENTER			
CONTRACTUAL SERVICES	2,485	3,000	3,000
MAINTENANCE AND OPERATIONS	29,691	47,511	47,511
PERSONNEL COSTS	128,939	150,680	162,540
630-SENIOR SERVICES CENTER TOTAL	**161,115**	**201,191**	**213,051**
640-FAMILY SERVICE CENTER			
MAINTENANCE AND OPERATIONS	6,848	17,143	17,143
PERSONNEL COSTS	55,471	63,240	66,300
640-FAMILY SERVICE CENTER TOTAL	**62,319**	**80,383**	**83,443**
650-CHILDRENS SERVICES			
CONTRACTUAL SERVICES	1,221	7,100	7,100
MAINTENANCE AND OPERATIONS	44,161	43,629	43,629
PERSONNEL COSTS	171,510	208,000	246,003
TRANSFERS OUT	0	32,166	37,347
650-CHILDRENS SERVICES TOTAL	**216,892**	**290,895**	**334,079**
660-TEEN CENTER/SKATE PARK			
CONTRACTUAL SERVICES	600	4,900	4,900
MAINTENANCE AND OPERATIONS	24,402	46,087	46,087
PERSONNEL COSTS	175,356	184,400	198,440
660-TEEN CENTER/SKATE PARK TOTAL	**200,358**	**235,387**	**249,427**

RECREATION & COMMUNITY SERVICES

COST CENTER / CATEGORY	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 ADOPTED BUDGET	FY 2014/2015 PROPOSED BUDGET
670-BARNES PARK			
CONTRACTUAL SERVICES	0	7,500	7,500
MAINTENANCE AND OPERATIONS	15,063	18,726	18,726
PERSONNEL COSTS	90,580	112,180	114,730
670-BARNES PARK TOTAL	**105,643**	**138,406**	**140,956**
680-ARTS & RECREATION CENTER			
CONTRACTUAL SERVICES	9,728	11,800	11,800
MAINTENANCE AND OPERATIONS	21,805	25,565	25,565
PERSONNEL COSTS	154,571	147,540	161,340
680-ARTS & RECREATION CENTER TOTAL	**186,104**	**184,905**	**198,705**
TOTAL RECREATION & COMMUNITY SERVICES	**2,020,830**	**2,853,090**	**3,080,766**

INTERNAL SERVICES FUNDS REVENUE

City of Baldwin Park
Total Revenue by Fund / Type
Fiscal Years 2012/2013 Through 2014/2015

INTERNAL SERVICES FUNDS

	FY2012/2013 ACTUALS @ 06/30/13	FY2013/2014 ADOPTED REVENUE	FY2014/2015 PROPOSED REVENUE
401 - INFORMATION & SUPPORT SERVICES:			
USE OF MONEY & PROPERTY	260	300	300
INTERNAL SERVICES CHARGES	734,816	832,629	836,629
401 - INFORMATION SERVICES TOTAL:	**735,076**	**832,929**	**836,929**
402 - FLEET SERVICES:			
USE OF MONEY & PROPERTY	2,252	100	100
INTERNAL SERVICES CHARGES	999,600	1,017,195	1,080,420
402 - FLEET SERVICES TOTAL:	**1,001,852**	**1,017,295**	**1,080,520**
403 - INTERNAL INSURANCE:			
USE OF MONEY & PROPERTY	12,292	10,000	10,000
INTERNAL SERVICES CHARGES	2,016,737	2,609,162	2,612,962
OTHER REVENUE	0	2,000	2,000
403 - FLEET SERVICES TOTAL:	**2,029,029**	**2,621,162**	**2,624,962**
TOTAL INTERNAL SERVICES REVENUE:	**$ 3,765,957**	**$ 4,471,386**	**$ 4,542,411**

INTERNAL SERVICES FUNDS EXPENDITURES

CITY OF BALDWIN PARK
EXPENDITURE SUMMARIES BY CATEGORY
FISCAL YEAR 2014/2015 PROPOSED EXPENDITURE BUDGET
ALL DEPARTMENTS

401 - INFORMATION & SUPPORT SERVICES FUND

CATEGORY	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 ADOPTED BUDGET	FY 2014/2015 PROPOSED BUDGET
CAPITAL	102,615	140,000	107,100
CONTRACTUAL SERVICES	159,073	197,000	200,800
MAINTENANCE AND OPERATIONS	196,392	216,357	216,357
PERSONNEL COSTS	278,563	278,910	328,770
TOTAL EXPENDITURES	**736,643**	**832,267**	**853,027**

CITY OF BALDWIN PARK
EXPENDITURE SUMMARIES BY CATEGORY
FISCAL YEAR 2014/2015 PROPOSED EXPENDITURE BUDGET
ALL DEPARTMENTS

402 - FLEET SERVICES FUND

CATEGORY	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 ADOPTED BUDGET	FY 2014/2015 PROPOSED BUDGET
CAPITAL	143,690	101,980	65,000
CONTRACTUAL SERVICES	170,998	140,000	140,000
MAINTENANCE AND OPERATIONS	523,029	502,995	549,655
PERSONNEL COSTS	244,268	270,040	323,080
TOTAL EXPENDITURES	**1,081,985**	**1,015,015**	**1,077,735**

CITY OF BALDWIN PARK
EXPENDITURE SUMMARIES BY CATEGORY
FISCAL YEAR 2014/2015 PROPOSED EXPENDITURE BUDGET
ALL DEPARTMENTS

403 - INTERNAL INSURANCE FUND

CATEGORY	FY 2012/2013 ACTUALS @ 06/30/13	FY 2013/2014 ADOPTED BUDGET	FY 2014/2015 PROPOSED BUDGET
CAPITAL	0	0	0
CONTRACTUAL SERVICES	22,625	85,000	72,500
MAINTENANCE AND OPERATIONS	1,168,276	2,491,083	2,331,009
PERSONNEL COSTS	125,419	194,005	215,020
TOTAL EXPENDITURES	**1,316,320**	**2,770,088**	**2,618,529**

UPGRADED PERSONNEL POSITIONS

CITY OF BALDWIN PARK
FY 2014/2015 PROPOSED BUDGET

PART TIME POSITIONS TO BE UPGRADED TO FULL TIME STATUS

POSITION	DEPARTMENT
Personnel Technician	Human Resources
Admin Clerk I	Admin IT/Support
Com Service Officer	Police
Police Records Spec II	Police
Dispatcher	Police
Sr. Finance Clerk	Finance
Admin Clerk II	Recreation
Maintenance Worker I	PW Facilities
Maintenance Worker I	PW Facilities
Equipment Mechanic	PW Fleet
Admin Clerk I	Code Enforcement
Sr Housing Specialist	Housing
Housing Specialist	Housing
Housing Specialist	Housing

Note: These positions will still have to go through a promotion recruitment process per City's Personnel Rules.

CITY OF BALDWIN PARK

HUB OF THE SAN GABRIEL VALLEY

INCORPORATED JANUARY 25, 1956