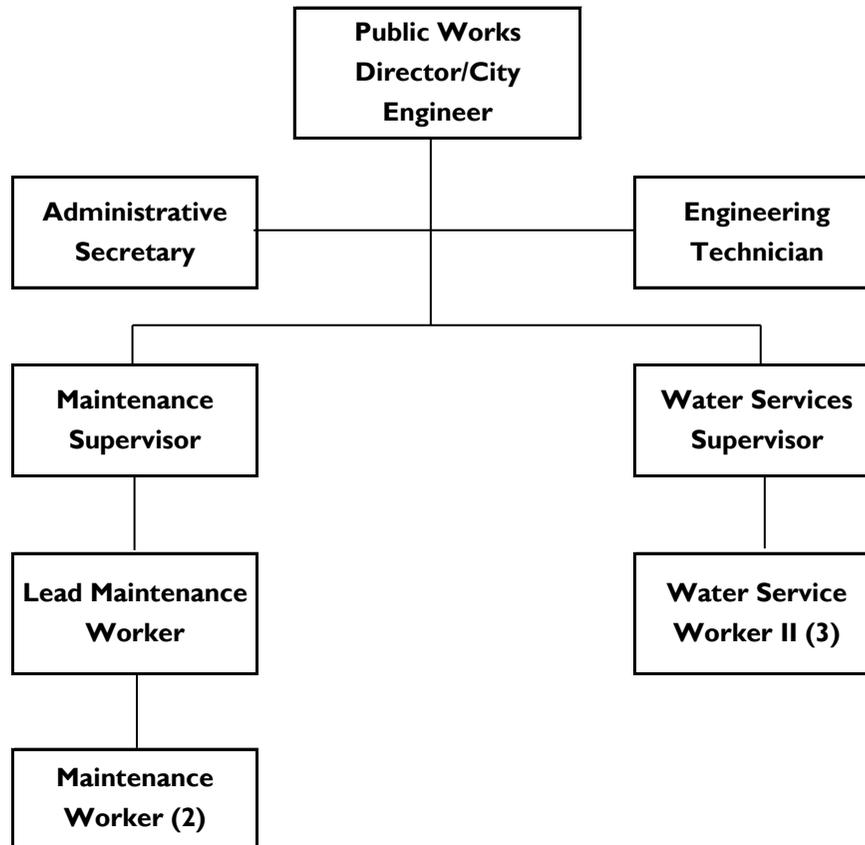


Public Works





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Public Works

Summary of Departmental Expenditures by Program:

	Fiscal Year 2010-11 Actual	Fiscal Year 2011-12 Adopted	Fiscal Year 2011-12 Amended	Fiscal Year 2012-13 Adopted	% Change from Fiscal Year 2011-12 Amended	Fiscal Year 2013-14 Estimated	% Change from Fiscal Year 2012-13 Adopted
Administration	\$ 162,127	\$ 154,300	\$ 209,900	\$ 160,300	(23.6)	\$ 165,400	3.2
Engineering	77,409	67,000	67,000	40,300	(39.9)	41,100	2.0
Street Maintenance - Storm Drains	84,531	86,900	86,900	63,620	(26.8)	66,420	4.4
Street Maintenance - Block Walls	43,793	39,500	39,500	37,080	(6.1)	38,580	4.0
Street Maintenance - Concrete	39,955	40,700	40,700	27,680	(32.0)	29,080	5.1
Parks Maintenance	159,771	174,100	174,100	159,540	(8.4)	159,340	(0.1)
Street Trees and Medians	80,895	87,400	87,400	87,260	(0.2)	87,060	(0.2)
Street Lighting	180,959	179,100	179,100	178,520	(0.3)	178,720	0.1
Total Departmental Expenditures	<u>\$ 829,440</u>	<u>\$ 829,000</u>	<u>\$ 884,600</u>	<u>\$ 754,300</u>	(14.7)	<u>\$ 765,700</u>	1.5

Summary of Departmental Expenditures by Category:

	Fiscal Year 2010-11 Actual	Fiscal Year 2011-12 Adopted	Fiscal Year 2011-12 Amended	Fiscal Year 2012-13 Adopted	% Change from Fiscal Year 2011-12 Amended	Fiscal Year 2013-14 Estimated	% Change from Fiscal Year 2012-13 Adopted
Personnel Services	\$ 406,340	\$ 382,400	\$ 382,400	\$ 302,900	(20.8)	\$ 316,100	4.4
Maintenance and Operations	423,100	446,600	502,200	451,400	(10.1)	449,600	(0.4)
Capital Outlay/Improvements	-	-	-	-	N/A	-	N/A
Total Departmental Expenditures	<u>\$ 829,440</u>	<u>\$ 829,000</u>	<u>\$ 884,600</u>	<u>\$ 754,300</u>	(14.7)	<u>\$ 765,700</u>	1.5

City of La Palma

DEPARTMENT: Public Works

Account Code: 001-300

PROGRAM: Administration

	Fiscal Year 2010-11 Actual	Fiscal Year 2011-12 Adopted	Fiscal Year 2011-12 Amended	Fiscal Year 2012-13 Adopted	% Change from Fiscal Year 2011-12 Amended	Fiscal Year 2013-14 Estimated	% Change from Fiscal Year 2012-13 Adopted
Personnel Services	\$ 119,369	\$ 109,000	\$ 109,000	\$ 114,700	5.2	\$ 120,200	4.8
Maintenance and Operations	42,759	45,300	100,900	45,600	(54.8)	45,200	(0.9)
Capital Outlay/Improvements	-	-	-	-	N/A	-	N/A
Total	<u>\$ 162,127</u>	<u>\$ 154,300</u>	<u>\$ 209,900</u>	<u>\$ 160,300</u>	(23.6)	<u>\$ 165,400</u>	3.2

PROGRAM DESCRIPTION:

This division is responsible for administering the operations of the Public Works Department, both field and office operations. The separate divisions managed and directed are engineering, capital improvements, utilities, street maintenance and construction, landscape maintenance and building maintenance. Duties include responding to citizen complaints, revising and making recommendations on Code provisions, completing employee evaluations and payroll records, and other necessary duties. Many times coordination among the various divisions is necessary, and this is done by having one administrator responsible for all divisions.

PROGRAM EXPLANATION:

Code 501:	Public Works Director	0.35
	Administrative Secretary	0.50
		<u>0.85</u>

Code 505: Represents the salary savings anticipated during the year due to vacancies in the workforce. Estimated at three percent (3%).

Code 530: Provides for personnel overtime.

Code 550: Funds budgeted in this code include this program's pro rata share of Employee Benefits costs.

DEPARTMENT: Public Works

Account Code: 001-300

PROGRAM: Administration

Code 600:	Funds budgeted in this code include contract services for the following:		
	City's share of fees to the County Environmental Management Agency for the federally mandated National Pollution Discharge Elimination System (NPDES) permits	\$	18,000
	Fats, Oils, and Grease (FOG) Program Management		2,700
	County NPDES clean-up services		1,000
	State Water Resources Control Board (SWRCB) fees		5,000
	California Integrated Waste System (CIWS) fees		900
	Share of cost for Inter Agency Coastal Clean Up Event		800
Code 620:	Funds budgeted in this code include meetings and training for the following:		
	League of California Cities Public Works Directors Conference	\$	1,000
	American Public Works Association		1,000
Code 622:	Professional organization dues for Director for the following:		
	American Society of Civil Engineers	\$	150
	Institute of Transportation Engineers		150
	American Public Works Association		200
Code 650:	Includes the cost of purchasing office supplies for the Division.		
Code 654:	This is for the printing of maps, plans, forms and copying charges.		
Code 691:	Monthly departmental cell phone charges.		

DEPARTMENT: Public Works

Account Code: 001-300

PROGRAM: Administration

Code 977: Funds budgeted in this code include this program's pro rata share of Liability Insurance and Claims costs.

Code 978: Funds budgeted in this code include this program's pro rata share of Building Maintenance and Replacement costs.

Code 979: Funds budgeted in this code include this program's pro rata share of Vehicle Maintenance costs.

Code 980: Funds budgeted in this code includes this program's pro rata share of Vehicle Replacement costs.

Code 981: Funds budgeted in this code include this program's pro rata share of a Computer Maintenance costs.

DEPARTMENT: Public Works
PROGRAM: Administration

Account Code: 001-300



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City of La Palma

DEPARTMENT: Public Works
PROGRAM: Administration

Account Code: 001-300

Code	Description	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	% Change from	Fiscal Year	% Change from
		2010-11 Actual	2011-12 Adopted	2011-12 Amended	2012-13 Adopted	2011-12 Amended	2013-14 Estimated	2012-13 Adopted
PERSONNEL SERVICES								
501.000	Salaries - Full-time	\$ 80,183	\$ 76,700	\$ 76,700	\$ 80,500	5.0	\$ 85,000	5.6
505.000	Salary Savings Credit	-	(3,400)	(3,400)	(3,600)	5.9	(3,700)	2.8
530.000	Overtime	-	300	300	300	-	300	-
550.000	Employee Benefits	39,186	35,400	35,400	37,500	5.9	38,600	2.9
	TOTAL PERSONNEL SERVICES	<u>119,369</u>	<u>109,000</u>	<u>109,000</u>	<u>114,700</u>	5.2	<u>120,200</u>	4.8
MAINTENANCE AND OPERATIONS								
600.000	Professional Contract Services	23,944	28,400	28,400	28,400	-	28,400	-
620.000	Meetings & Training	1,715	2,000	2,000	2,000	-	2,000	-
622.000	Publications & Dues	245	300	300	500	66.7	300	(40.0)
623.000	Uniforms	300	-	-	-	N/A	-	N/A
650.000	Office Supplies	2,115	2,000	2,000	2,000	-	2,000	-
654.000	Printing & Reproduction	181	300	300	300	-	300	-
691.000	Communications	2,160	1,000	1,000	1,000	-	1,000	-
694.000	Miscellaneous expense	-	-	55,600	-	(100.0)	-	N/A

City of La Palma

DEPARTMENT: Public Works
PROGRAM: Administration

Account Code: 001-300

Code	Description	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	% Change from	Fiscal Year	% Change from
		2010-11 Actual	2011-12 Adopted	2011-12 Amended	2012-13 Adopted	2011-12 Amended	2013-14 Estimated	2012-13 Adopted
977.000	Liability Insurance & Claims	2,100	2,100	2,100	2,100	-	2,100	-
978.000	Building Maintenance/Replacmnt	2,000	2,000	2,000	1,800	(10.0)	1,800	-
979.000	Vehicle Maintenance	2,600	1,500	1,500	1,700	13.3	1,700	-
980.000	Vehicle Replacement	3,200	2,100	2,100	3,000	42.9	3,000	-
981.000	Computer Maintenance	2,200	3,600	3,600	2,800	(22.2)	2,600	(7.1)
	TOTAL MAINTENANCE AND OPERATIONS	<u>42,759</u>	<u>45,300</u>	<u>100,900</u>	<u>45,600</u>	(54.8)	<u>45,200</u>	(0.9)
	TOTAL EXPENDITURES	<u>\$ 162,127</u>	<u>\$ 154,300</u>	<u>\$ 209,900</u>	<u>\$ 160,300</u>	(23.6)	<u>\$ 165,400</u>	3.2

City of La Palma

DEPARTMENT: Public Works

Account Code: 001-301

PROGRAM: Engineering

	Fiscal Year 2010-11 Actual	Fiscal Year 2011-12 Adopted	Fiscal Year 2011-12 Amended	Fiscal Year 2012-13 Adopted	% Change from Fiscal Year 2011-12 Amended	Fiscal Year 2013-14 Estimated	% Change from Fiscal Year 2012-13 Adopted
Personnel Services	\$ 69,004	\$ 58,100	\$ 58,100	\$ 30,200	(48.0)	\$ 31,000	2.6
Maintenance and Operations	8,405	8,900	8,900	10,100	13.5	10,100	-
Capital Outlay/Improvements	-	-	-	-	N/A	-	N/A
Total	<u>\$ 77,409</u>	<u>\$ 67,000</u>	<u>\$ 67,000</u>	<u>\$ 40,300</u>	(39.9)	<u>\$ 41,100</u>	2.0

PROGRAM DESCRIPTION:

The Engineering Division is responsible for the engineering functions of the City. Engineering plans submitted by private developers are reviewed and approved as appropriated. Other engineering functions include legal descriptions for boundary adjustments, review of design calculations for construction, drafting of minor plans and specifications for some projects, and project management of Capital Projects.

PROGRAM EXPLANATION:

Code 501:	Public Works Director	0.10
	Engineering Technician	<u>0.10</u>
		0.20

Code 505: Represents the salary savings anticipated during the year due to vacancies in the workforce. Estimated at three percent (3%).

Code 530: Provides for personnel overtime.

Code 550: Funds budgeted in this code include this program's pro rata share of Employee Benefits costs.

DEPARTMENT: Public Works

Account Code: 001-301

PROGRAM: Engineering

- Code 600: Contractual services for drafting and engineering services necessary to supplement City staff.
- Code 620: Meetings and training with the City Engineers Association of Orange County.
- Code 622: Miscellaneous engineering publications.
- Code 650: Envelopes, paper, typewriter supplies, staples, etc.
- Code 654: Various engineering printing needs.
- Code 977: Funds budgeted in this code include this program's pro rata share of Liability Insurance and Claims costs.
- Code 978: Funds budgeted in this code includes this program's pro rata share of Building Maintenance and Replacement costs.
- Code 979: Funds budgeted in this code includes this program's pro rata share of Vehicle Maintenance costs.
- Code 980: Funds budgeted in this code includes this program's pro rata share of Vehicle Replacement costs.
- Code 981: Funds budgeted in this code include this program's pro rata share of Computer Maintenance costs.

City of La Palma

DEPARTMENT: Public Works
PROGRAM: Engineering

Account Code: 001-301

<u>Code</u>	<u>Description</u>	<u>Fiscal Year 2010-11 Actual</u>	<u>Fiscal Year 2011-12 Adopted</u>	<u>Fiscal Year 2011-12 Amended</u>	<u>Fiscal Year 2012-13 Adopted</u>	<u>% Change from Fiscal Year 2011-12 Amended</u>	<u>Fiscal Year 2013-14 Estimated</u>	<u>% Change from Fiscal Year 2012-13 Adopted</u>
PERSONNEL SERVICES								
501.000	Salaries - Full-time	\$ 46,353	\$ 41,000	\$ 41,000	\$ 21,200	(48.3)	\$ 22,000	3.8
505.000	Salary Savings Credit	-	(1,800)	(1,800)	(900)	(50.0)	(1,000)	111.1
550.000	Employee Benefits	22,651	18,900	18,900	9,900	(47.6)	10,000	1.0
	TOTAL PERSONNEL SERVICES	<u>69,004</u>	<u>58,100</u>	<u>58,100</u>	<u>30,200</u>	<u>(48.0)</u>	<u>31,000</u>	<u>2.6</u>
MAINTENANCE AND OPERATIONS								
600.000	Professional Contract Services	1,000	-	-	-	N/A	-	N/A
620.000	Meetings & Training	874	500	500	500	-	500	-
622.000	Publications & Dues	410	500	500	500	-	500	-
650.000	Office Supplies	72	300	300	300	-	300	-
654.000	Printing & Reproduction	49	200	200	200	-	200	-

City of La Palma

DEPARTMENT: Public Works
PROGRAM: Engineering

Account Code: 001-301

Code	Description	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	% Change from	Fiscal Year	% Change from
		2010-11 Actual	2011-12 Adopted	2011-12 Amended	2012-13 Adopted	2011-12 Amended	2013-14 Estimated	2012-13 Adopted
977.000	Liability Insurance & Claims	800	800	800	900	12.5	900	-
978.000	Building Maintenance/Replacmnt	800	800	800	800	-	800	-
979.000	Vehicle Maintenance	2,600	1,500	1,500	1,700	13.3	1,700	-
980.000	Vehicle Replacement	900	2,800	2,800	4,000	42.9	4,000	-
981.000	Computer Maintenance	900	1,500	1,500	1,200	(20.0)	1,200	-
	TOTAL MAINTENANCE AND OPERATIONS	<u>8,405</u>	<u>8,900</u>	<u>8,900</u>	<u>10,100</u>	13.5	<u>10,100</u>	-
	TOTAL EXPENDITURES	<u>\$ 77,409</u>	<u>\$ 67,000</u>	<u>\$ 67,000</u>	<u>\$ 40,300</u>	(39.9)	<u>\$ 41,100</u>	2.0

DEPARTMENT: Public Works

Account Code: 001-320

PROGRAM: Street Maintenance - Storm Drains

	Fiscal Year 2010-11 Actual	Fiscal Year 2011-12 Adopted	Fiscal Year 2011-12 Amended	Fiscal Year 2012-13 Adopted	% Change from Fiscal Year 2011-12 Amended	Fiscal Year 2013-14 Estimated	% Change from Fiscal Year 2012-13 Adopted
Personnel Services	\$ 79,560	\$ 79,300	\$ 79,300	\$ 56,800	(28.4)	\$ 59,700	5.1
Maintenance and Operations	4,971	7,600	7,600	6,820	(10.3)	6,720	(1.5)
Capital Outlay/Improvements	-	-	-	-	N/A	-	N/A
Total	\$ 84,531	\$ 86,900	\$ 86,900	\$ 63,620	(26.8)	\$ 66,420	4.4

PROGRAM DESCRIPTION:

This program is responsible for the maintenance and repair of the City's 4.88 miles of storm drains, varying in size from 12 inches to 60 inches in diameter, and 201 catch basins. Responsibility includes cleaning the drains several times a year plus special patrols and cleanings during the rainy season.

PROGRAM EXPLANATION:

Code 501: Maintenance Supervisor 0.20
 Maintenance Worker 0.60
0.80

Code 505: Represents the salary savings anticipated during the year due to vacancies in the workforce. Estimated at three percent (3%).

Code 530: Provides for personnel overtime.

Code 550: Funds budgeted in this code include this program's pro rata share of Employee Benefits costs.

DEPARTMENT: Public Works

Account Code: 001-320

PROGRAM: Street Maintenance - Storm Drains

Code 600: Funds budgeted in this code include contract services for the following:

Repair of storm drains	\$	1,000
County Waste Discharge Requirement (WDR) fees		2,000

Code 705: Purchase of necessary materials to maintain storm drains and catch basins.

Code 977: Funds budgeted in this code include this program's pro rata share of Liability Insurance and Claims costs.

Code 978: Funds budgeted in this code include this program's pro rata share of Building Maintenance and Replacement costs.

Code 979: Funds budgeted in this account include this program's pro rata share of Vehicle Maintenance and Replacement costs.

Code 980: Funds budgeted in this code include this program's pro rata share of the Vehicle Replacement costs.

Code 981: Funds budgeted in this code include this program's pro rata share of Computer Maintenance costs.

City of La Palma

DEPARTMENT: Public Works

Account Code: 001-320

PROGRAM: Street Maintenance - Storm Drains

Code	Description	Fiscal Year 2010-11 Actual	Fiscal Year 2011-12 Adopted	Fiscal Year 2011-12 Amended	Fiscal Year 2012-13 Adopted	% Change from Fiscal Year 2011-12 Amended	Fiscal Year 2013-14 Estimated	% Change from Fiscal Year 2012-13 Adopted
PERSONNEL SERVICES								
501.000	Salaries - Full-time	\$ 52,901	\$ 54,500	\$ 54,500	\$ 39,600	(27.3)	\$ 41,900	5.8
505.000	Salary Savings Credit	-	(2,400)	(2,400)	(1,700)	(29.2)	(1,800)	5.9
530.000	Overtime	806	2,000	2,000	2,000	-	2,000	-
550.000	Employee Benefits	25,852	25,200	25,200	16,900	(32.9)	17,600	4.1
	TOTAL PERSONNEL SERVICES	<u>79,560</u>	<u>79,300</u>	<u>79,300</u>	<u>56,800</u>	(28.4)	<u>59,700</u>	5.1
MAINTENANCE AND OPERATIONS								
600.000	Professional Contract Services	1,226	3,000	3,000	3,000	-	3,000	-
705.000	Maintenance & Repair Materials	145	500	500	500	-	500	-
977.000	Liability Insurance & Claims	800	800	800	1,020	27.5	1,020	-
978.000	Building Maintenance/Replacmnt	900	900	900	900	-	900	-
979.000	Vehicle Maintenance	1,100	-	-	-	N/A	-	N/A
981.000	Computer Maintenance	800	2,400	2,400	1,400	(41.7)	1,300	(7.1)
	TOTAL MAINTENANCE AND OPERATIONS	<u>4,971</u>	<u>7,600</u>	<u>7,600</u>	<u>6,820</u>	(10.3)	<u>6,720</u>	(1.5)
	TOTAL EXPENDITURES	<u>\$ 84,531</u>	<u>\$ 86,900</u>	<u>\$ 86,900</u>	<u>\$ 63,620</u>	(26.8)	<u>\$ 66,420</u>	4.4

DEPARTMENT: Public Works
PROGRAM: Street Maintenance - Storm Drains

Account Code: 001-320



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DEPARTMENT: Public Works

Account Code: 001-321

PROGRAM: Street Maintenance - Block Walls

	Fiscal Year 2010-11 Actual	Fiscal Year 2011-12 Adopted	Fiscal Year 2011-12 Amended	Fiscal Year 2012-13 Adopted	% Change from Fiscal Year 2011-12 Amended	Fiscal Year 2013-14 Estimated	% Change from Fiscal Year 2012-13 Adopted
Personnel Services	\$ 37,059	\$ 36,700	\$ 36,700	\$ 34,400	(6.3)	\$ 36,000	4.7
Maintenance and Operations	6,734	2,800	2,800	2,680	(4.3)	2,580	(3.7)
Capital Outlay/Improvements	-	-	-	-	N/A	-	N/A
Total	\$ 43,793	\$ 39,500	\$ 39,500	\$ 37,080	(6.1)	\$ 38,580	4.0

PROGRAM DESCRIPTION:

This program is for the maintenance of arterial walls. This includes the landscape maintenance, as well as sandblasting and waterblasting removal of approximately 200,000 square feet of graffiti annually. The program also provides for maintenance of block walls.

PROGRAM EXPLANATION:

Code 501: Maintenance Supervisor 0.10
 Maintenance Worker 0.40
0.50

Code 505: Represents the salary savings anticipated during the year due to vacancies in the workforce. Estimated at three percent (3%).

Code 530: Provides for personnel overtime.

Code 550: Funds budgeted in this code include this program's pro rata share of Employee Benefits costs.

DEPARTMENT: Public Works

Account Code: 001-321

PROGRAM: Street Maintenance - Block Walls

- Code 705: Maintenance of arterial walls including graffiti removal, painting, and landscaping.

- Code 707: Maintenance and repair of equipment used to work on block walls.

- Code 725: Small tools and other equipment used for block wall maintenance and graffiti removal.

- Code 977: Funds budgeted in this code include this program's pro rata share of Liability Insurance and Claims costs.

- Code 978: Funds budgeted in this code include this program's pro rata share of Building Maintenance and Replacement costs.

- Code 979: Funds budgeted in this account include this program's pro rata share of Vehicle Maintenance and Replacement costs.

- Code 980: Funds budgeted in this code include this program's pro rata share of Vehicle Replacement costs.

- Code 981: Funds budgeted in this code include this program's pro rata share of Computer Maintenance costs.

City of La Palma

DEPARTMENT: Public Works

Account Code: 001-321

PROGRAM: Street Maintenance - Block Walls

Code	Description	Fiscal Year 2010-11 Actual	Fiscal Year 2011-12 Adopted	Fiscal Year 2011-12 Amended	Fiscal Year 2012-13 Adopted	% Change from Fiscal Year 2011-12 Amended	Fiscal Year 2013-14 Estimated	% Change from Fiscal Year 2012-13 Adopted
PERSONNEL SERVICES								
501.000	Salaries - Full-time	\$ 24,895	\$ 25,900	\$ 25,900	\$ 24,700	(4.6)	\$ 26,000	5.3
505.000	Salary Savings Credit	-	(1,200)	(1,200)	(1,100)	(8.3)	(1,100)	-
530.000	Overtime	-	-	-	-	N/A	-	N/A
550.000	Employee Benefits	12,164	12,000	12,000	10,800	(10.0)	11,100	2.8
	TOTAL PERSONNEL SERVICES	<u>37,059</u>	<u>36,700</u>	<u>36,700</u>	<u>34,400</u>	(6.3)	<u>36,000</u>	4.7
MAINTENANCE AND OPERATIONS								
705.000	Maintenance & Repair Materials	834	500	500	500	-	500	-
707.000	Maintenance & Repair of Eqpt	-	300	300	300	-	300	-
977.000	Liability Insurance & Claims	400	400	400	480	20.0	480	-
978.000	Building Maintenance/Replacmnt	400	400	400	400	-	400	-
979.000	Vehicle Maintenance	1,000	400	400	300	(25.0)	300	-
980.000	Vehicle Replacement	3,700	-	-	-	N/A	-	N/A
981.000	Computer Maintenance	400	800	800	700	(12.5)	600	(14.3)
	TOTAL MAINTENANCE AND OPERATIONS	<u>6,734</u>	<u>2,800</u>	<u>2,800</u>	<u>2,680</u>	(4.3)	<u>2,580</u>	(3.7)
	TOTAL EXPENDITURES	<u>\$ 43,793</u>	<u>\$ 39,500</u>	<u>\$ 39,500</u>	<u>\$ 37,080</u>	(6.1)	<u>\$ 38,580</u>	4.0

DEPARTMENT: Public Works

Account Code: 001-321

PROGRAM: Street Maintenance - Block Walls



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DEPARTMENT: Public Works

Account Code: 001-322

PROGRAM: Street Maintenance - Concrete

	Fiscal Year 2010-11 Actual	Fiscal Year 2011-12 Adopted	Fiscal Year 2011-12 Amended	Fiscal Year 2012-13 Adopted	% Change from Fiscal Year 2011-12 Amended	Fiscal Year 2013-14 Estimated	% Change from Fiscal Year 2012-13 Adopted
Personnel Services	\$ 37,059	\$ 36,900	\$ 36,900	\$ 24,200	(34.4)	\$ 25,600	5.8
Maintenance and Operations	2,896	3,800	3,800	3,480	(8.4)	3,480	-
Capital Outlay/Improvements	-	-	-	-	N/A	-	N/A
Total	\$ 39,955	\$ 40,700	\$ 40,700	\$ 27,680	(32.0)	\$ 29,080	5.1

PROGRAM DESCRIPTION:

This program is responsible for the maintenance, repair, and replacement of the concrete sidewalks, cross gutters, curbs, and gutters throughout the City and the maintenance of block walls. The majority of large repair and replacement of concrete is completed by contract under the Capital Improvement Plan (CIP).

PROGRAM EXPLANATION:

- Code 501: Maintenance Worker 0.40
- Code 505: Represents the salary savings anticipated during the year due to vacancies in the workforce. Estimated at three percent (3%).
- Code 530: Provides for personnel overtime.
- Code 550: Funds budgeted in this code include this program’s pro rata share of Employee Benefits costs.

DEPARTMENT: Public Works

Account Code: 001-322

PROGRAM: Street Maintenance - Concrete

- Code 705: Accelerated repair of lifted sidewalks of a minor nature and material cost for concrete work performed by the City.

- Code 725: Small tool purchases for concrete work. Tools to be purchased are: tamper/roller, hand edger floats, battery operated drill motor, miscellaneous hand tools, rake booms, loppers, saws, shears, and banding tools for sign replacements and installation. Purchase of a replacement concrete scarifier to remove tripping hazards

- Code 977: Funds budgeted in this code include this program's pro rata share of Liability Insurance and Claims costs.

- Code 978: Funds budgeted in this code include this program's pro rata share of Building Maintenance and Replacement costs.

- Code 979: Funds budgeted in this code include this program's pro rata share of Vehicle Maintenance and Replacement costs.

- Code 981: Funds budgeted in this code include this program's pro rata share of Computer Maintenance costs.

City of La Palma

DEPARTMENT: Public Works

Account Code: 001-322

PROGRAM: Street Maintenance - Concrete

<u>Code</u>	<u>Description</u>	<u>Fiscal Year 2010-11 Actual</u>	<u>Fiscal Year 2011-12 Adopted</u>	<u>Fiscal Year 2011-12 Amended</u>	<u>Fiscal Year 2012-13 Adopted</u>	<u>% Change from Fiscal Year 2011-12 Amended</u>	<u>Fiscal Year 2013-14 Estimated</u>	<u>% Change from Fiscal Year 2012-13 Adopted</u>
PERSONNEL SERVICES								
501.000	Salaries - Full-time	\$ 24,895	\$ 25,900	\$ 25,900	\$ 17,600	(32.0)	\$ 18,500	5.1
505.000	Salary Savings Credit	-	(1,200)	(1,200)	(800)	(33.3)	(800)	-
530.000	Overtime	-	200	200	-	(100.0)	200	N/A
550.000	Employee Benefits	12,164	12,000	12,000	7,400	(38.3)	7,700	4.1
	TOTAL PERSONNEL SERVICES	<u>37,059</u>	<u>36,900</u>	<u>36,900</u>	<u>24,200</u>	<u>(34.4)</u>	<u>25,600</u>	<u>5.8</u>
MAINTENANCE AND OPERATIONS								
705.000	Maintenance & Repair Materials	574	1,500	1,500	1,500	-	1,500	-
725.000	Small Tools/Other Equipment	22	500	500	500	-	500	-
977.000	Liability Insurance & Claims	400	400	400	480	20.0	480	-
978.000	Building Maintenance/Replacmnt	500	500	500	400	(20.0)	400	-
979.000	Vehicle Maintenance	1,000	-	-	-	N/A	-	N/A
981.000	Computer Maintenance	400	900	900	600	(33.3)	600	-
	TOTAL MAINTENANCE	<u>2,896</u>	<u>3,800</u>	<u>3,800</u>	<u>3,480</u>	<u>(8.4)</u>	<u>3,480</u>	<u>-</u>
	TOTAL EXPENDITURES	<u>\$ 39,955</u>	<u>\$ 40,700</u>	<u>\$ 40,700</u>	<u>\$ 27,680</u>	<u>(32.0)</u>	<u>\$ 29,080</u>	<u>5.1</u>

DEPARTMENT: Public Works

Account Code: 001-322

PROGRAM: Street Maintenance - Concrete



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DEPARTMENT: Public Works

Account Code: 001-341

PROGRAM: Parks Maintenance

	Fiscal Year 2010-11 Actual	Fiscal Year 2011-12 Adopted	Fiscal Year 2011-12 Amended	Fiscal Year 2012-13 Adopted	% Change from Fiscal Year 2011-12 Amended	Fiscal Year 2013-14 Estimated	% Change from Fiscal Year 2012-13 Adopted
Personnel Services	\$ 24,714	\$ 24,800	\$ 24,800	\$ 5,000	(79.8)	\$ 5,000	-
Maintenance and Operations	135,057	149,300	149,300	154,540	3.5	154,340	(0.1)
Capital Outlay/Improvements	-	-	-	-	N/A	-	N/A
Total	<u>\$ 159,771</u>	<u>\$ 174,100</u>	<u>\$ 174,100</u>	<u>\$ 159,540</u>	(8.4)	<u>\$ 159,340</u>	(0.1)

PROGRAM DESCRIPTION:

This program is responsible for the maintenance of Central Park (6.2 acres), the Edison Right-of-Way (24.5 acres), El Rancho Verde Park (2.0 acres), and Denni Street Mini-Park (0.30 acres). There are a total of 2,426 trees in these parks that are maintained by the City.

PROGRAM EXPLANATION:

- Code 501: For FY 2012-13, staff allocations were adjusted; in prior years, .05 of the Public Works Director was budgeted here
- Code 505: For FY 2012-13, staff allocations were adjusted; in prior years, .05 of the Public Works Director was budgeted here
- Code 530: Required overtime for Park call outs and activities, etc. and support for special events.
- Code 550: For FY 2012-13, staff allocations were adjusted; in prior years, .05 of the Public Works Director was budgeted here

DEPARTMENT: Public Works

Account Code: 001-341

PROGRAM: Parks Maintenance

Code 600: Funds budgeted in this code include contract service for the following:

Mowing services:	
Southern California Edison Right-of Way	\$ 30,500
Central Park	8,700
City Hall and Police Department	2,000
City Yard and Moody Street Well Lot	2,200
Walker Well	800
Mood Street Well	800
Denni Street	1,700
Gopher control	5,100
Miscellaneous services	8,500

Code 620: Irrigation and park maintenance training and Class B license training.

Code 693: Charges for electric energy for maintenance of parks and the Edison Right-of-Way.

Code 703: Cost to lease Edison Right-of-Way.

Code 705: Funds budgeted in this code include maintenance and repair materials for the following:

DEPARTMENT: Public Works

Account Code: 001-341

PROGRAM: Parks Maintenance

- Code 707: Maintenance and repair of park equipment.
- Code 725: Miscellaneous purchases of tools for parks maintenance.(i.e. hand tools and weed eater)
- Code 977: Funds budgeted in this code include this program’s pro rata share of Liability Insurance and Claims costs.
- Code 978: Funds budgeted in this code include this program’s pro rata share of Building Maintenance and Replacement costs.
- Code 979: Program’s pro rata share of vehicle maintenance and operation costs including gas, oil, and any necessary repairs.
- Code 980: Funds budgeted in this code includes this program’s pro rata share of Vehicle Replacement costs.
- Code 981: Funds budgeted in this code includes this program’s pro rata share of Computer Maintenance costs.

DEPARTMENT: Public Works
PROGRAM: Parks Maintenance

Account Code: 001-341



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City of La Palma

DEPARTMENT: Public Works

Account Code: 001-341

PROGRAM: Parks Maintenance

Code	Description	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	% Change from	Fiscal Year	% Change from
		2010-11 Actual	2011-12 Adopted	2011-12 Amended	2012-13 Adopted	2011-12 Amended	2013-14 Estimated	2012-13 Adopted
PERSONNEL SERVICES								
501.000	Salaries - Full-time	\$ 13,445	\$ 14,000	\$ 14,000	\$ -	(100.0)	\$ -	N/A
505.000	Salary Savings Credit	\$ -	\$ (600)	\$ (600)	\$ -	(100.0)	\$ -	N/A
530.000	Overtime	\$ 4,699	\$ 5,000	\$ 5,000	\$ 5,000	-	\$ 5,000	-
550.000	Employee Benefits	\$ 6,570	\$ 6,400	\$ 6,400	\$ -	(100.0)	\$ -	N/A
	TOTAL PERSONNEL SERVICES	<u>24,714</u>	<u>24,800</u>	<u>24,800</u>	<u>5,000</u>	<u>(79.8)</u>	<u>5,000</u>	<u>-</u>
MAINTENANCE AND OPERATIONS								
600.000	Professional Contract Services	52,774	60,300	60,300	60,300	-	60,300	-
620.000	Meetings & Training	1,221	1,100	1,100	900	(18.2)	1,100	22.2
622.000	Publications & Dues	200	-	-	200	N/A	-	(100.0)
693.000	Electric	42,907	42,000	42,000	42,000	-	42,000	-
703.000	Property Leases	11,967	16,900	16,900	17,300	2.4	17,300	-
705.000	Maintenance & Repair Materials	8,859	7,000	7,000	7,000	-	7,000	-
707.000	Maintenance & Repair of Eqpt	691	1,000	1,000	1,000	-	1,000	-
725.000	Small Tools/Other Equipment	538	500	500	500	-	500	-

City of La Palma

DEPARTMENT: Public Works
PROGRAM: Parks Maintenance

Account Code: 001-341

Code	Description	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	% Change from	Fiscal Year	% Change from
		2010-11 Actual	2011-12 Adopted	2011-12 Amended	2012-13 Adopted	2011-12 Amended	2013-14 Estimated	2012-13 Adopted
977.000	Liability Insurance & Claims	2,800	2,800	2,800	2,640	(5.7)	2,640	-
978.000	Building Maintenance/Replacmnt	1,800	1,800	1,800	2,200	22.2	2,200	-
979.000	Vehicle Maintenance	2,400	8,600	8,600	9,000	4.7	9,000	-
980.000	Vehicle Replacement	6,000	2,800	2,800	8,000	185.7	8,000	-
981.000	Computer Maintenance	2,900	4,500	4,500	3,500	(22.2)	3,300	(5.7)
	TOTAL MAINTENANCE AND OPERATIONS	<u>135,057</u>	<u>149,300</u>	<u>149,300</u>	<u>154,540</u>	3.5	<u>154,340</u>	(0.1)
	TOTAL EXPENDITURES	<u>\$ 159,771</u>	<u>\$ 174,100</u>	<u>\$ 174,100</u>	<u>\$ 159,540</u>	(8.4)	<u>\$ 159,340</u>	(0.1)

DEPARTMENT: Public Works

Account Code: 001-342

PROGRAM: Street Trees and Medians

	Fiscal Year 2010-11 Actual	Fiscal Year 2011-12 Adopted	Fiscal Year 2011-12 Amended	Fiscal Year 2012-13 Adopted	% Change from Fiscal Year 2011-12 Amended	Fiscal Year 2013-14 Estimated	% Change from Fiscal Year 2012-13 Adopted
Personnel Services	\$ 19,922	\$ 19,000	\$ 19,000	\$ 19,000	-	\$ 19,500	2.6
Maintenance and Operations	60,973	68,400	68,400	68,260	(0.2)	67,560	(1.0)
Capital Outlay/Improvements	-	-	-	-	N/A	-	N/A
Total	\$ 80,895	\$ 87,400	\$ 87,400	\$ 87,260	(0.2)	\$ 87,060	(0.2)

PROGRAM DESCRIPTION:

This program is responsible for the maintenance of the landscaping for the street medians (3.17 acres), vines on block walls (1.67 miles), and street trees (886) throughout the City.

PROGRAM EXPLANATION:

- Code 501: Lead Maintenance Worker 0.25
- Code 505: Represents the salary savings anticipated during the year due to vacancies in the workforce. Estimated at three percent (3%).
- Code 530: Required overtime for call outs and activities.
- Code 550: Funds budgeted in this code include this program’s pro rata share of Employee Benefits costs.

DEPARTMENT: Public Works

Account Code: 001-342

PROGRAM: Street Trees and Medians

Code 600: Funds budgeted in this code include contract services for the following:

Mowing of medians:	
La Palma Avenue	\$ 8,700
Moody Street	4,800
Walker Street	1,200
Orangethorpe Avenue	2,000
Valley View Street	4,800
Houston Avenue	2,900
Maintenance of vines on block walls	6,600
Miscellaneous services	3,000

Code 623: Purchases of uniforms.

Code 693: Electric utility charges.

Code 705: Funds budgeted in this code include maintenance and repair materials for such items as the replacement of dead and missing plants in planters, sprinkler repairs and replacements, batteries for sprinkler controllers, fertilizer, and herbicide.

Code 707: Miscellaneous supplies used in routine maintenance or repair of medians.

Code 709: Miscellaneous supplies used in improvements to medians.

DEPARTMENT: Public Works

Account Code: 001-342

PROGRAM: Street Trees and Medians

- Code 725: Purchase of cones, traffic control signs, and basic landscaping tools.

- Code 742: Funds budgeted in this code include street tree maintenance and replacement for the following:

Trim 25% of City-owned trees per year	\$	5,500
Replacement of dead or damaged trees		1,500
Trim trees in the Edison Right-of-Way		10,000

- Code 977: Funds budgeted in this code include this program's pro rata share of Liability Insurance and Claims costs.

- Code 978: Funds budgeted in this code include this program's pro rata share of Building Maintenance and Replacement costs.

- Code 979: Funds budgeted in this code include this program's pro rata share of Vehicle Maintenance costs.

- Code 980: Funds budgeted in this code include this program's pro rata share of Vehicle Replacement costs.

- Code 981: Funds budgeted in this code include this program's pro rata share of a Computer Maintenance costs.

DEPARTMENT: Public Works
PROGRAM: Street Trees and Medians

Account Code: 001-342



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City of La Palma

DEPARTMENT: Public Works

Account Code: 001-342

PROGRAM: Street Trees and Medians

Code	Description	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	% Change from	Fiscal Year	% Change from
		2010-11 Actual	2011-12 Adopted	2011-12 Amended	2012-13 Adopted	2011-12 Amended	2013-14 Estimated	2012-13 Adopted
PERSONNEL SERVICES								
501.000	Salaries - Full-time	\$ 13,203	\$ 13,100	\$ 13,100	\$ 13,100	-	\$ 13,500	3.1
505.000	Salary Savings Credit	-	(600)	(600)	(600)	-	(600)	-
530.000	Overtime	268	400	400	400	-	400	-
550.000	Employee Benefits	6,450	6,100	6,100	6,100	-	6,200	1.6
	TOTAL PERSONNEL SERVICES	<u>19,922</u>	<u>19,000</u>	<u>19,000</u>	<u>19,000</u>	-	<u>19,500</u>	2.6
MAINTENANCE AND OPERATIONS								
600.000	Professional Contract Services	29,520	34,000	34,000	34,000	-	34,000	-
623.000	Uniforms	3,320	2,500	2,500	2,500	-	2,500	-
693.000	Electric	2,373	2,500	2,500	2,500	-	2,500	-
705.000	Maintenance & Repair Materials	3,543	4,000	4,000	4,000	-	4,000	-
707.000	Maintenance & Repair of Eqpt	120	300	300	300	-	300	-
725.000	Small Tools/Other Equipment	679	500	500	500	-	500	-
742.000	Street Tree Replacement	13,719	17,000	17,000	17,000	-	17,000	-

City of La Palma

DEPARTMENT: Public Works

Account Code: 001-342

PROGRAM: Street Trees and Medians

Code	Description	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	% Change from	Fiscal Year	% Change from
		2010-11 Actual	2011-12 Adopted	2011-12 Amended	2012-13 Adopted	2011-12 Amended	2013-14 Estimated	2012-13 Adopted
977.000	Liability Insurance & Claims	1,100	1,100	1,100	1,260	14.5	1,260	-
978.000	Building Maintenance/Replacmnt	1,200	1,200	1,200	1,100	(8.3)	1,100	-
979.000	Vehicle Maintenance	1,200	1,300	1,300	1,400	7.7	1,400	-
980.000	Vehicle Replacement	3,100	1,400	1,400	2,000	42.9	1,400	(30.0)
981.000	Computer Maintenance	1,100	2,600	2,600	1,700	(34.6)	1,600	(5.9)
	TOTAL MAINTENANCE AND OPERATIONS	<u>60,973</u>	<u>68,400</u>	<u>68,400</u>	<u>68,260</u>	(0.2)	<u>67,560</u>	(1.0)
	TOTAL EXPENDITURES	<u>\$ 80,895</u>	<u>\$ 87,400</u>	<u>\$ 87,400</u>	<u>\$ 87,260</u>	(0.2)	<u>\$ 87,060</u>	(0.2)

DEPARTMENT: Public Works

Account Code: 001-343

PROGRAM: Street Lighting

	Fiscal Year 2010-11 Actual	Fiscal Year 2011-12 Adopted	Fiscal Year 2011-12 Amended	Fiscal Year 2012-13 Adopted	% Change from Fiscal Year 2011-12 Amended	Fiscal Year 2013-14 Estimated	% Change from Fiscal Year 2012-13 Adopted
Personnel Services	\$ 19,653	\$ 18,600	\$ 18,600	\$ 18,600	-	\$ 19,100	2.7
Maintenance and Operations	161,305	160,500	160,500	159,920	(0.4)	159,620	(0.2)
Capital Outlay/Improvements	-	-	-	-	N/A	-	N/A
Total	<u>\$ 180,959</u>	<u>\$ 179,100</u>	<u>\$ 179,100</u>	<u>\$ 178,520</u>	(0.3)	<u>\$ 178,720</u>	0.1

PROGRAM DESCRIPTION:

Provides for the operation, maintenance, and repair of 972 street lights on all streets in the City.

PROGRAM EXPLANATION:

- Code 501: Lead Maintenance Worker 0.25
- Code 505: Represents the salary savings anticipated during the year due to vacancies in the workforce. Estimated at three percent (3%).
- Code 550: Funds budgeted in this code include this program's pro rata share of Employee Benefits costs.
- Code 693: Electric utility charges for City's streetlights.

DEPARTMENT: Public Works

Account Code: 001-343

PROGRAM: Street Lighting

- Code 977: Funds budgeted in this code includes this program's pro rata share of Liability Insurance and Claims costs.

- Code 978: Funds budgeted in this code includes this program's pro rata share of Building Maintenance and Replacement costs.

- Code 979: Funds budgeted in this code includes this program's pro rata share of Vehicle Maintenance costs.

- Code 981: Funds budgeted in this code includes this program's pro rata share of Computer Maintenance costs.

City of La Palma

DEPARTMENT: Public Works
PROGRAM: Street Lighting

Account Code: 001-343

<u>Code</u>	<u>Description</u>	<u>Fiscal Year 2010-11 Actual</u>	<u>Fiscal Year 2011-12 Adopted</u>	<u>Fiscal Year 2011-12 Amended</u>	<u>Fiscal Year 2012-13 Adopted</u>	<u>% Change from Fiscal Year 2011-12 Amended</u>	<u>Fiscal Year 2013-14 Estimated</u>	<u>% Change from Fiscal Year 2012-13 Adopted</u>
PERSONNEL SERVICES								
501.000	Salaries - Full-time	\$ 13,203	\$ 13,100	\$ 13,100	\$ 13,100	-	\$ 13,500	3.1
505.000	Salary Savings Credit	-	(600)	(600)	(600)	-	(600)	-
550.000	Employee Benefits	6,450	6,100	6,100	6,100	-	6,200	1.6
	TOTAL PERSONNEL SERVICES	<u>19,653</u>	<u>18,600</u>	<u>18,600</u>	<u>18,600</u>	-	<u>19,100</u>	<u>2.7</u>
MAINTENANCE AND OPERATIONS								
693.000	Electric	151,005	150,000	150,000	150,000	-	150,000	-
977.000	Liability Insurance & Claims	2,900	2,900	2,900	3,120	7.6	3,120	-
978.000	Building Maintenance/Replacmnt	2,000	2,000	2,000	2,600	30.0	2,600	-
979.000	Vehicle Maintenance	2,400	-	-	-	N/A	-	N/A
981.000	Computer Maintenance	3,000	5,600	5,600	4,200	(25.0)	3,900	(7.1)
	TOTAL MAINTENANCE AND OPERATIONS	<u>161,305</u>	<u>160,500</u>	<u>160,500</u>	<u>159,920</u>	<u>(0.4)</u>	<u>159,620</u>	<u>(0.2)</u>
	TOTAL EXPENDITURES	<u>\$ 180,959</u>	<u>\$ 179,100</u>	<u>\$ 179,100</u>	<u>\$ 178,520</u>	<u>(0.3)</u>	<u>\$ 178,720</u>	<u>0.1</u>