

*City of Norwalk
California*

*Adopted Budget
Fiscal Year 2014-2015*



1936-1963

1964-1991

CITY OF NORWALK

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TO: Honorable Mayor and City Council

FROM: Michael J. Egan, City Manager

SUBJECT: 2013-2014 Fiscal Year Budget

DATE: June 17, 2014

I am pleased to submit the Fiscal Year 2014-2015 Norwalk Municipal Budget. After thorough review of management's proposed budget and Council amendments, the general fund budget is balanced with operational expenses held within projected revenues.

This marks the first budget implementing the City's recently adopted Strategic Action Plan, **2020 Vision**. References to specific plan objectives are notated within the budget document. Objectives of significant note for the year include, but are not limited to: development of a Long Term Financial Plan; enhanced focus on interdepartmental collaboration; customized organization wide customer service training; reinvestment in park facilities; and creation and implementation of a comprehensive Economic Development Plan.

The economic outlook for the coming year is generally positive according to Kiplinger. Nationally the first quarter of 2014 was anemic though largely attributed to weather dampening consumer demand and spending. The outlook for the rest of the year is for modest growth. The jobs outlook is positive and picking up steam as May showed a healthy net gain. While the unemployment rate is the lowest it's been since 2008, it will probably not change significantly in the near term as more people join the labor force looking for work than will actually obtain jobs. Job growth has been well spread across private industry sectors. Wages for non supervisory workers are also picking up which is good news for consumer spending. A debate over worker wages is picking up steam with Seattle raising its minimum wage over the next 7 years to \$15 an hour. Other major cities are contemplating similar actions.

Locally, taxable sales are predicted to remain flat. Probably the greatest factor affecting local sales is the major freeway construction impacting the City. Significant, visible progress is being made at critical points including the recently reopened Shoemaker Bridge, the Alondra Boulevard closure east of the City limit, the Pioneer Boulevard off ramp and the Norwalk Boulevard on ramp. Though challenges will continue and new locations will have temporary detours, some relief

may be felt later this year as more of these closures reopen. And, as work on the project focuses more and more on the freeway right of way as opposed to local streets, local traffic should see some modest improvement.

For the second year in a row the budget includes additional hours in the Recreation Department to increase staffing at the City's parks. In addition, the Public Safety substation at Firestone will close and staffing will be redirected to park facilities to provide additional support to recreation staff. This budget also marks the first year of a multi-year effort to reinvest in park facilities to enhance their benefit and usefulness to the community.

Infrastructure will also begin to receive new reinvestment. The first round of sewer system hotspot repairs is in design and construction rehabilitation will begin during this coming budget cycle. The Compressed Natural Gas fueling station for the Transit System will be completed and operational in the next year. The Firestone Bridge reconstruction is underway. With the likelihood of regional grant funds coming we expect to build the first storm water filtration project in the City. While this is a milestone step, significant funding will be required to address the entirety of projected costs to address this federal and state mandate.

A major bright spot for the second consecutive year in budget performance has been that of the Transit Department. Hit very hard by the economic downturn Transit was operating a significant deficit. With the latest plan including reductions in program and transition to CNG fuel the Department is on track to eliminate the deficit much faster than anticipated. At the end of fiscal year 2015 it is projected the Department will be within \$18,000 of clearing its obligation to the general fund, a remarkable turnaround in just a couple of years.

Management remains cautiously optimistic about the economic picture for the very short term. We do have significant challenges ahead however. The first challenge is to ensure traditional revenue sources are protected and appropriately balanced among taxpayers and ratepayers. The second challenge is to manage the increasing cost of retirement benefits. CalPERS has signaled significant increases in the employer paid portion of retirement benefits over the next few years. These increases are due to modifications in the actuarial assumptions PERS uses to predict long term benefit payouts. Also in the retirement realm are other post employment benefits (OPEB), namely retiree medical costs. Due to changes in accounting procedures, the City will begin to report such benefit costs on a go forward basis. Both areas of retirement benefits are noted in the Strategic Action Plan as specific objectives to be addressed.

Once again, this budget represents a very prudent spending plan. Your management team and staff continue to focus on efficiencies while seeking to improve service to the community. The Strategic Plan will provide both guidance and opportunity to measure progress over time.

City of Norwalk Functional Organization Chart FY 2014-2015

City Council

- City Manager**
- Administration
 - City Attorney
 - Public Affairs
 - Cable Television

- Commissions**
- Art in Public Places
 - Community Promotion
 - Community Services
 - Historical Heritage
 - International Friendship
 - Parks & Recreation
 - Planning
 - Public Safety
 - Senior
 - Social Services

Deputy City Manager

Community Development

Deputy City Manager

- City Clerk**
- Election Administration
 - Management Information Systems
 - Record Management
 - Agreement Administration
 - Claims Administration
 - Duplication/ Mail Services

- Human Resources**
- Risk Management
 - Benefits Administration
 - Recruitments
 - Labor and Employee Relations
 - Equal Employment

- Finance**
- Budgeting
 - Revenue Collection
 - Accounting
 - Purchasing

- Public Safety**
- Public Safety Operations
 - Emergency Preparedness
 - Family Resource & Gang Prevention

- Community Development**
- Economic Development
 - Redevelopment Successor Agency
 - Building & Safety
 - Engineering
 - Property Maintenance
 - Planning
 - CDBG
 - Residential Rehab
 - Housing Authority

- Public Services**
- Facilities Maintenance
 - Street Maintenance
 - Traffic Maintenance
 - Signals & Safety Lighting
 - Street Sweeping
 - Sewer Maintenance
 - Graffiti Removal
 - Tree Maintenance
 - Greenscape Maintenance
 - Water Services
 - Park Services

- Social Services**
- Emergency Food & Shelter Program
 - Child Care Program
 - Senior Center
 - Dispute Resolution Program

- Recreation**
- All City Band
 - Aquatic Pavilion
 - Norwalk Arts & Sports Complex
 - Golf Course
 - Special Events

- Transportation**
- Transit Operations
 - Equipment Maintenance

Summary of Changes to Fund Balances / Working Capital

Fund	ESTIMATED FUND BALANCE/ WORKING CAPITAL 6/30/2014	REVENUES FOR FY 2015	TRANSFERS IN/(OUT) FOR FY 2015	OPERATING & CAPITAL OUTLAY EXPENSES FOR FY 2015	CIP EXPENSE FOR FY 2015	ESTIMATED CHANGE IN FUND BALANCE/ WORKING CAPITAL FY 2015	ESTIMATED FUND BALANCE/ WORKING CAPITAL AS OF JUNE 30, 2015
General Fund (unassigned) *	15,657,526	41,428,002	(6,629,322)	(40,869,098)	(501,000)	(6,571,418)	9,086,108
General Fund - CIPs (assigned)	7,968				(7,968)	(7,968)	-
Total General Fund	15,665,494	41,428,002	(6,629,322)	(40,869,098)	(508,968)	(6,579,386)	9,086,108
Special Revenue Funds							
Child Care	-	3,358,564		(3,358,564)	-	-	-
Gas Tax	-	1,606,700		(1,606,700)	-	-	-
County Aid To Cities	3,855	100		-	-	100	3,955
Community Development Block Grant	383,192	1,258,622		(1,262,315)	-	(3,693)	379,499
Home Grant	8,844	315,850		(315,850)	-	-	8,844
Proposition A - Local Return	(0)	1,857,756	(1,803,470)	(54,286)	-	-	-
OTS- Misc Grants	22,889	-		-	-	-	22,889
Air Quality Management	112,032	121,000		(217,464)	-	(96,464)	15,568
Senior Services Grant	(0)	61,330	27,195	(88,525)	-	-	-
FEMA Grant	-	22,730		(22,730)	-	-	-
COPS State	198,100	140,200		(201,643)	-	(61,443)	136,657
Juvenile Assistance Grant	-	32,379		(32,379)	-	-	-
COPS Hiring Program	-	92,615		(92,615)	-	-	-
Proposition C - Local Return	4,845,194	1,868,430	(106,000)	(565,157)	(1,856,756)	(659,483)	4,185,711
Measure R - Local Return	1,802,770	1,104,602		(458,500)	(1,407,300)	(761,198)	1,041,572
Parking Structure Operations	171,513	650,000	(251,215)	(490,388)	-	(91,604)	79,909
Asset Forfeitures	11,939	-		(11,518)	-	(11,518)	421
Dispute Resolution	0	25,000	87,036	(112,036)	-	-	-
HSIP Grant	-	2,967,100		-	(2,967,100)	-	-
ARRA -STIMULUS Grant - Transit	25,218	42,718		-	(67,936)	(25,218)	-
TEA - Transportation Enhancement Activities	-	1,747,948		-	(1,747,948)	-	-
Housing Assistance Program	1,152,472	7,292,649		(7,314,310)	-	(21,661)	1,130,811
Total Special Revenue Funds	8,738,017	24,566,293	(2,046,454)	(16,204,980)	(8,047,040)	(1,732,182)	7,005,836

* Includes release of restricted balances

Summary of Changes to Fund Balances / Working Capital

Fund	ESTIMATED FUND BALANCE/ WORKING CAPITAL 6/30/2014	REVENUES FOR FY 2015	TRANSFERS IN/(OUT) FOR FY 2015	OPERATING & CAPITAL OUTLAY EXPENSES FOR FY 2015	CIP EXPENSE FOR FY 2015	ESTIMATED CHANGE IN FUND BALANCE/ WORKING CAPITAL FY 2015	ESTIMATED FUND BALANCE/ WORKING CAPITAL AS OF JUNE 30, 2015
Capital Projects Funds							
Prop 1B - Capital Projects	1,532,769	3,000		-	(1,515,662)	(1,512,662)	20,107
I-5 Mitigation	-	1,435,695		-	(1,435,695)	-	-
Arts in Public Places	539,854	12,000		(15,000)	(19,800)	(22,800)	517,054
S.B. 821- Bicycle/Pedestrian	-	239,827		-	(151,768)	88,059	88,059
Highway User Tax - Section 2103	2,102,023	1,156,771		(807,000)	(646,950)	(297,179)	1,804,844
MTA & LA County Transportation Grants	118,760	977,237		-	(1,095,997)	(118,760)	-
I-605 Mitigation (Measure R)	-	4,579,000		(9,000)	(4,570,000)	-	-
Highway Bridge Replacement (HBRR)	-	11,704,870		-	(11,704,870)	-	-
Surface Transportation Program (STPL)	-	1,346,435		-	(1,346,435)	-	-
Cooperative Agreement	226,492	-		-	-	-	226,492
Park Dedication Fees	19,189	-		-	-	-	19,189
Total Capital Projects Funds	4,539,087	21,454,835	-	(831,000)	(22,487,177)	(1,863,342)	2,675,745
Reserves							
Building/Facility Renovation	1,667,790	4,500	1,100,000	-	(1,230,782)	(126,282)	1,541,508
Computer & Equipment Replacement	231,267	700	150,000	(87,400)	-	63,300	294,567
Vehicle & Equipment Replacement	1,336,974	4,000	750,000	(139,300)	-	614,700	1,951,674
NASC Equipment Replacement	155,687	250	50,000	(26,500)	-	23,750	179,437
Parks Equipment Renovation	520,150	400	1,000,000	-	(1,516,750)	(516,350)	3,800
Future Cost Increase & Loss of Revenue	-	-	2,120,000	-	-	2,120,000	2,120,000
Total Reserve Funds	3,911,867	9,850	5,170,000	(253,200)	(2,747,532)	2,179,118	6,090,986
Enterprise Funds- working capital**							
Transportation - Operations	(1,080,573)	9,730,778	1,909,470	(11,533,462)	-	106,786	(973,787)
Transportation - Capital	(0)	8,339,620		(1,904,096)	(6,435,524)	-	-
Subtotal Transit	(1,080,573)	18,070,398	1,909,470	(13,437,558)	(6,435,524)	106,786	(973,787)

** Enterprise funds report working capital balance

Summary of Changes to Fund Balances / Working Capital

Fund	ESTIMATED FUND BALANCE/ WORKING CAPITAL 6/30/2014	REVENUES FOR FY 2015	TRANSFERS IN/(OUT) FOR FY 2015	OPERATING & CAPITAL OUTLAY EXPENSES FOR FY 2015	CIP EXPENSE FOR FY 2015	ESTIMATED CHANGE IN FUND BALANCE/ WORKING CAPITAL FY 2015	ESTIMATED FUND BALANCE/ WORKING CAPITAL AS OF JUNE 30, 2015
Water	7,151,512	4,950,650		(5,002,941)	(9,031,351)	(9,083,643)	(1,932,131)
Golf Course	0	140,000	145,924	(285,924)	-	-	-
Sewer	1,146,357	2,373,000		(1,239,776)	(1,860,019)	(726,795)	419,562
Total Enterprise Funds**	7,217,296	25,534,048	2,055,394	(19,966,199)	(17,326,894)	(9,703,652)	(2,486,356)
Debt Service Fund							
2013 A&B Lease Revenue Refund Bonds	-		1,450,382	(1,450,382)		-	-
Total Debt Service Fund	-	-	1,450,382	(1,450,382)	-	-	-
Internal Service Funds							
Equipment Maintenance	-	3,625,860		(3,625,860)		-	-
Employee Benefits	-	10,460,900		(10,460,900)		-	-
Total Internal Service Funds	-	14,086,760	-	(14,086,760)	-	-	-
Subtotal All Funds	40,071,761	127,079,788	-	(93,661,619)	(51,117,611)	(17,699,444)	22,372,319
Less: Internal Service Funds	-	(14,086,760)	-	14,086,760	-	-	-
Net Total City Funds	40,071,761	112,993,028	-	(79,574,859)	(51,117,611)	(17,699,444)	22,372,319

** Enterprise funds report working capital balance

**Summary of Inter-Fund Transfers
Adopted Budget FY 2015**

From:	To:	Amount
General Fund	Debt Service Fund	(1,199,167)
	Senior Grant Fund	(27,195)
	Dispute Resolution Grant Fund	(87,036)
	Future Cost Increase & Loss of Revenue	(2,120,000)
	Building/Facility Renovation	(1,100,000)
	Computer & Equipment Replacement	(150,000)
	Vehicle Replacement	(750,000)
	NASC Equipment Replacement	(50,000)
	Parks Equipment Renovation	(1,000,000)
	Golf Fund	(145,924)
Total General Fund Transfers Out		\$ (6,629,322)
Proposition A	Transportation - Operations	\$ (1,803,470)
Proposition C	Transportation - Operations	\$ (106,000)
Parking Structure Operations	Debt Service Fund	\$ (251,215)
To:	From:	Amount
Debt Service Fund	General Fund	1,199,167
	Parking Structure Operations	251,215
Total Debt Service Transfers In		\$ 1,450,382
Senior Grant Fund	General Fund	\$ 27,195
Dispute Resolution Grant Fund	General Fund	\$ 87,036
Future Cost Increase & Loss of Revenue	General Fund	\$ 2,120,000
Building/Facility Renovation	General Fund	\$ 1,100,000
Computer & Equipment Replacement	General Fund	\$ 150,000
Vehicle Replacement	General Fund	\$ 750,000
NASC Equipment Replacement	General Fund	\$ 50,000
Parks Equipment Renovation	General Fund	\$ 1,000,000
Golf Fund	General Fund	\$ 145,924
Transportation - Operations	Proposition A	\$ 1,803,470
Transportation - Operations	Proposition C	\$ 106,000
Total Transportation - Operations		\$ 1,909,470

REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 FINAL BUDGET	FY 13-14 ESTIMATED ACTUAL	FY 14-15 ADOPTED BUDGET
FUND - 101 - GENERAL FUND						
FUNCTION - 10 - GENERAL GOVERNMENT						
101-10-0000	4011	SECURED TAX-222. 21 (S.E. Recr. Area)	2,418,823	2,495,600	2,495,600	2,540,500
101-10-0000	4012	PROPERTY TAX IN-LIEU/VLF	8,727,028	9,021,480	9,021,480	9,300,000
101-10-0000	4412	NO/LOW PROPERTY TAX-222.01	3,373,779	3,541,000	3,541,000	3,597,700
101-10-0000	4015	SA RDA - AB 1484 ALLOCATIONS	985,643	45,000	176,450	179,400
REAL-PROPERTY VALUE RELATED REVENUES:			15,505,273	15,103,080	15,234,530	15,617,600
101-10-0000	4021	SALES & USE TAXES (STATE)	9,323,299	9,420,000	9,410,000	9,446,000
101-10-0000	4022	UTILITY USER TAX	5,354,039	5,400,000	5,400,000	5,450,000
101-10-0000	4023	TRANSIENT OCCUPANCY TAX	1,227,030	1,190,000	1,200,000	1,207,900
101-10-0000	4024	FRANCHISE TAX	1,056,036	1,111,800	1,111,800	1,134,000
101-10-0000	4025	FRANCHISE - CABLE TV	734,329	738,480	738,480	753,250
101-10-0000	4026	BUSINESS LICENSE	782,573	800,000	800,000	810,000
101-10-0000	4027	REAL PROPERTY TRANSF. TAX	208,315	180,000	180,000	185,000
TAXES & FRANCHISES:			18,685,621	18,840,280	18,840,280	18,986,150
101-10-0000	4116	FIREWORKS PERMITS	10,328	8,320	8,320	9,000
101-10-0000	4119	PERMITS - MISC. OTHER	31,209	30,160	27,600	30,000
101-10-0000	4131	ANIMAL LICENSE	302,717	320,000	320,000	330,000
LICENSES & PERMITS:			344,254	358,480	355,920	369,000

REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 FINAL BUDGET	FY 13-14 ESTIMATED ACTUAL	FY 14-15 ADOPTED BUDGET
101-10-0000	4222	WASTE MANAGEMENT FORFEITS	3,720	28,000	32,000	20,000
101-10-0000	4235	RETURNED CHECK FEES	602	500	500	500
101-10-0000	4237	ANIMAL LIC/DELINQUENT CHARGE	29,912	40,000	40,000	40,000
PENALTIES:			34,234	68,500	72,500	60,500
101-10-0000	4311	INTEREST EARNINGS	60,894	70,000	70,000	80,000
101-10-0000	4312	INTEREST - LOANS TO OTHER FUNDS	305,820	151,730	151,902	147,142
101-10-0000	4315	INTEREST INCOME-GASB #31	(3,644)	-	-	-
101-10-0000	4316	PURCHASING DISCOUNTS	7,432	5,000	6,000	6,000
101-10-0000	4318	CASH OVRAGE/SHORTAGE	(20)	-	-	-
101-10-0000	4321	RENTAL-NWK AUTO AUCTION	572,806	582,600	582,600	595,300
101-10-0000	4323	RENTAL-FACILITIES RESERV	-	200	1,800	200
101-10-0000	4326	RENTAL & USE PROPERTY/OTHER	28,476	30,000	30,000	25,000
USE OF MONEY & PROPERTY:			971,764	839,530	842,302	853,642
101-10-0000	4413	MOTOR VEHICLE LICENSE FEE	46,743	-	-	-
STATE TAX:			46,743	-	-	-
101-10-0000	4441	USE OIL RECYCLING PROGRAM	44,751	28,000	30,500	30,000
101-10-0000	4444	E-WASTE COLLECTION REIMB	2,318	2,300	2,700	2,500
101-10-0000	4446	BEVERAGE CONTAINER RECYCLING	-	27,673	28,000	27,560
101-10-0000	4447	STATE MANDATED COST REIMB	23,008	20,000	20,000	20,000
101-10-0000	4449	STATE GRANTS - OTHER	-	-	-	165,000
101-10-0000	4491	PEG CONTRIBUTIONS	147,014	149,000	150,000	153,000
STATE & OTHER AGENCIES:			217,091	226,973	231,200	398,060

REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 FINAL BUDGET	FY 13-14 ESTIMATED ACTUAL	FY 14-15 ADOPTED BUDGET
101-10-0000	4507	ADA SB 1186 FEE	2,153	2,500	2,500	2,500
101-10-0000	4516	BUS LICENSE PROCESSING FEES	73,374	60,600	67,550	65,000
101-10-0000	4521	SALES- MAPS,PUBL &COPIES	21	100	100	-
101-10-0000	4525	DUPLICATION SERVICE CHARGES	8,481	13,000	13,000	10,000
FEES FOR SERVICES:			84,029	76,200	83,150	77,500
101-10-0000	4610	SALE OF PROPERTY	420,000	-	-	-
101-10-0000	4611	SALE OF EQUIPMENT & SCRAP	7,400	9,500	16,000	10,000
101-10-0000	4621	REIMB/SHARED EXPENSES	201,844	218,004	218,004	215,100
101-10-0000	4622	LABOR RECOVERY	(981)	-	-	-
101-10-0000	4623	ADMIN REIMB / OTHER FUNDS	660,330	713,900	713,900	803,600
101-10-0000	4624	SETTLEMENT	923,275	74,840	89,182	-
101-10-0000	4625	DAMAGE RECOVERIES	8,487	15,000	13,514	10,000
101-10-0000	4626	INSURANCE REFUND	4,266	5,000	8,587	-
OTHER REVENUES:			2,224,621	1,036,244	1,059,187	1,038,700
101-10-0000	4690	MISC OTHER REVENUE	880	5,000	5,500	5,000
101-10-0000	4691	DELINQUENT TRASH COLLECT	25,929	20,000	24,000	20,000
101-10-0000	4694	UNION DUES PROCESSING	364	400	400	400
101-10-0000	4696	COLLECTION AGENCY REVENUE	6,924	6,000	6,600	6,000
MISC. REVENUES:			34,097	31,400	36,500	31,400
TOTAL GENERAL GOVERNMENT:			38,147,727	36,580,687	36,755,569	37,432,552

REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 FINAL BUDGET	FY 13-14 ESTIMATED ACTUAL	FY 14-15 ADOPTED BUDGET
FUND - 101 - GENERAL FUND						
FUNCTION - 20 - PUBLIC SAFETY						
101-20-0000	4115	SPECIAL PARKING PERMITS	5,001	4,100	5,150	5,000
101-20-0000	4211	VEHICLE CODE-TRAFFIC	373,449	350,000	350,000	280,000
101-20-0000	4212	FINES - OTHER	49,344	45,000	45,000	45,000
101-20-0000	4213	LOCAL CODE ENFORCEMENT	1,048,780	1,075,000	1,075,000	1,100,000
101-20-0000	4214	DRIVING UNDER INFLUENCE	34,448	25,000	10,000	15,000
101-20-0000	4216	FALSE ALARMS	(7,800)	1,000	-	500
101-20-0000	4217	ILLEGAL FIREWORKS CITATIONS	24,075	14,580	14,580	50,000
PENALTIES, FORFEIT & FINES:			1,527,297	1,514,680	1,499,730	1,495,500
101-20-0000	4522	14602.6 CVC IMPOUND ADMIN	11	-	-	
101-20-0000	4524	ADMIN FEES - IMPOUNDED VEHICLES	167,557	145,000	145,000	145,000
101-20-0000	4590	OTHER FEES FOR SERVICES	30,497	30,000	30,007	35,000
101-20-0000	4622	LABOR RECOVERY	1,878	-	-	-
101-20-0000	4625	DAMAGE RECOVERIES	157	2,500	8,000	5,000
101-20-0000	4690	MISC OTHER REVENUE	350	-	-	-
101-20-0000	4692	PARENT/MINOR RESPONSIBILITY	8,239	6,000	1,300	3,000
FEES FOR SERVICES:			208,689	183,500	184,307	188,000
TOTAL PUBLIC SAFETY:			1,735,986	1,698,180	1,684,037	1,683,500

REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 FINAL BUDGET	FY 13-14 ESTIMATED ACTUAL	FY 14-15 ADOPTED BUDGET
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**FUND - 101 - GENERAL FUND
FUNCTION - 30 - PUBLIC SERVICES**

101-30-0000	4431	INDUSTRIAL WASTE FEES	-	-	-	-
101-30-0000	4438	OTHER LOCAL AGENCIES	-	185,250	185,250	230,260
101-30-0000	4469	FEDERAL GRANTS-OTHER	-	55,291	18,401	36,890
101-30-0000	4621	REIMB/SHARED EXPENSES	37,555	3,000	5,000	3,000
101-30-0000	4622	LABOR RECOVERY	751	200	200	200
101-30-0000	4625	DAMAGE RECOVERIES	721	10,000	27,700	10,000
101-30-0000	4626	INSURANCE REFUND	-	-	-	19,500
101-30-0000	4690	MISC OTHER REVENUE	14,834	4,820	4,820	-
TOTAL PUBLIC SERVICES:			53,861	258,561	241,371	299,850

**FUND - 101 - GENERAL FUND
FUNCTION - 40 - SOCIAL SERVICES**

101-40-0000	4318	CASH OVERAGE/SHORTAGE	6	-	-	-
101-40-0000	4531	SENIOR TOURS	8,968	8,000	8,000	8,000
101-40-0000	4532	SENIOR CONTRACT CLASSES	6,520	5,200	6,000	5,200
101-40-0000	4533	SENIOR CENTER PROGRAMS	11,808	11,000	11,500	11,500
101-40-0000	4690	MISC OTHER REVENUES			230	-
FEES FOR SERVICES:			27,296	24,200	25,730	24,700
TOTAL SOCIAL SERVICES:			27,302	24,200	25,730	24,700

REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 FINAL BUDGET	FY 13-14 ESTIMATED ACTUAL	FY 14-15 ADOPTED BUDGET
FUND - 101 - GENERAL FUND						
FUNCTION - 50 - CULTURE AND RECREATION						
101-50-0000	4324	FIELD RESERVATION-RECR	13,456	-	1,020	-
		USE OF PROPERTY:	13,456	-	1,020	-
101-50-0000	4438	OTHER LOCAL AGENCIES	8,800	-	-	-
		LOCAL GRANTS:	8,800	-	-	-
101-50-0000	4552	CONTRACT CLASSES	81,605	50,000	80,000	80,000
101-50-0000	4553	ADULT SPORTS	11,111	8,000	9,040	12,000
101-50-0000	4554	THERAPEUTIC RECREATION	9,876	14,000	12,355	14,000
101-50-0000	4555	DAY CAMPS	30,898	29,500	27,700	28,000
101-50-0000	4556	AQUATIC PROGRAM	145,679	113,100	113,000	115,000
101-50-0000	4557	TOT PROGRAMS	29,952	24,700	24,700	24,700
101-50-0000	4559	RECREATION SERVICES-OTHER	24,190	3,000	1,000	1,500
101-50-0000	4565	YOUTH SPORTS	57,410	59,000	59,000	59,000
101-50-0000	4569	HALLOWEEN PARADE	12,453	12,500	12,500	-
		FEES FOR SERVICES:	403,174	313,800	339,295	334,200

REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 FINAL BUDGET	FY 13-14 ESTIMATED ACTUAL	FY 14-15 ADOPTED BUDGET
101-50-5203	4318	CASH OVERAGE/SHORTAGE	(638)	-	-	-
101-50-5203	4323	RENTAL-AQUATICS	5,941	8,200	7,000	6,100
101-50-5208	4323	RENTAL- PARK FACILITIES	16,263	19,300	21,000	18,300
101-50-5506	4559	RECREATION SERVICES-OTHER		2,000	1,600	2,000
101-50-5508	4552	CONTRACT CLASSES- MARIACHI	5,628	5,000	5,000	5,000
101-50-5702	4323	RENTAL-NASC FACILITIES	141,987	140,000	130,000	137,400
101-50-5702	4552	CONTRACT CLASSES		15,000	27,600	28,000
101-50-5702	4561	NASC - ENTRY & MEMBERSHIP FEES	74,462	82,300	82,300	82,300
101-50-5702	4562	BOXING	15,868	15,400	15,400	15,600
101-50-5702	4690	MISC OTHER REVENUE	1,800	3,000	3,000	3,000
101-50-5732	4552	CONTRACT CLASSES/CULTURAL ARTS		2,200	2,200	2,500
101-50-5732	4559	RECREATION SERVICES-CULTURAL ARTS		5,000	10,000	7,500
FEES FOR SERVICES:			261,311	297,400	305,100	307,700
TOTAL CULTURE & RECREATION:			686,741	611,200	645,415	641,900

REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 FINAL BUDGET	FY 13-14 ESTIMATED ACTUAL	FY 14-15 ADOPTED BUDGET
FUND - 101 - GENERAL FUND						
FUNCTION - 61 - DEVELOPMENT SERVICES						
101-61-0000	4261	ADMINISTRATIVE CITATIONS	1,625	4,000	3,000	4,000
FINES & FORFEITURES:			1,625	4,000	3,000	4,000
101-61-0000	4111	BUILDING PERMITS	648,840	620,000	620,000	655,000
101-61-0000	4113	STREET OPENING PERMITS	92,650	75,000	82,600	75,000
101-61-0000	4114	SIGN PERMITS	4,531	7,000	8,000	6,000
LICENSES & PERMITS:			746,021	702,000	710,600	736,000
101-61-0000	4505	STORM WATER PLAN CHECK FEE	-	-	-	6,000
101-61-0000	4506	STORM WATER (MS4) INSPECTION	-	-	-	20,000
101-61-0000	4508	GREEN BUILDING ORDINANCE	153	350	600	600
101-61-0000	4509	SMIP FEES	132	450	200	400
101-61-0000	4511	PLANNING & ZONING FEES	141,895	133,700	133,700	141,000
101-61-0000	4512	ENG/PLAN CHECKING FEES	2,335	2,100	-	-
101-61-0000	4513	BLD & SFTY/PLAN CHECKING	189,415	180,000	180,000	201,000
101-61-0000	4514	ENG/INSPECTION FEES	4,918	3,100	600	4,000
101-61-0000	4519	PLAN/RECORDS RECOVERY FEE	47,462	40,000	43,000	46,000
101-61-0000	4526	ADMIN PROCESSING FEES (WMP)	5,270	5,000	5,000	5,000
101-61-0000	4543	VACANT PROPERTY REG & FEES	373	5,000	6,000	2,500
101-61-0000	4544	BOARD-UP ABATEMENT FEES	40,517	25,700	20,000	20,000
101-61-0000	4545	WEED & LITTER ABATM'T FEE	13,123	15,400	15,400	15,000
FEES FOR SERVICES:			445,593	410,800	404,500	461,500

REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 FINAL BUDGET	FY 13-14 ESTIMATED ACTUAL	FY 14-15 ADOPTED BUDGET
101-61-0000	4621	REIMBURSEMENT/SHARED EXP		140,000	-	140,000
101-61-0000	4622	LABOR RECOVERY	4,639	4,000	4,000	4,000
MISC REVENUE:			4,639	144,000	4,000	144,000
TOTAL DEVELOPMENT SERVICES:			1,197,878	1,260,800	1,122,100	1,345,500
TOTAL GENERAL FUND OPERATIONAL REVENUE:			41,849,495	40,433,628	40,474,222	41,428,002

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 12-13 ACTUALS	FY 13-14 ADOPTED BUDGET	FY 13-14 ESTIMATED ACTUALS	FY 14-15 ADOPTED BUDGET
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FUND - 203 - CHILD CARE

203-40-0000	4438	OTHER LOCAL AGENCIES	45,661	48,250	49,488	49,488
203-40-0000	4439	COUNTY GRANTS-OTHER	926,652	1,139,451	1,030,975	1,030,947
203-40-0000	4449	STATE GRANTS - OTHER	1,971,737	2,121,959	2,143,711	2,243,129
203-40-0000	4628	PARENT FEES	59,096	40,000	60,000	35,000
203-40-0000	4790	OPERATING TRANSFERS IN	10,674	-	-	-

TOTAL CHILD CARE FUND						
REVENUE:			3,013,820	3,349,660	3,284,174	3,358,564

FUND - 204 - GAS TAX

204-30-0000	4311	INTEREST EARNINGS	989	900	300	300
204-30-0000	4421	STATE GAS TAX - 2107	781,156	652,833	652,833	650,367
204-30-0000	4422	STATE GAS TAX - 2107.5	10,000	10,000	10,000	10,000
204-30-0000	4423	STATE GAS TAX - 2105	476,711	531,242	531,242	529,309
204-30-0000	4424	STATE GAX TAX -2106	335,803	418,257	418,257	416,724

TOTAL GAS TAX FUND REVENUE:			1,604,659	1,613,232	1,612,632	1,606,700
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FUND - 205 - COUNTY AID TO CITIES

205-10-0000	4311	INTEREST EARNINGS	251	100	125	100
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TOTAL AID TO CITIES						
FUND REVENUE:			251	100	125	100

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 12-13 ACTUALS	FY 13-14 ADOPTED BUDGET	FY 13-14 ESTIMATED ACTUALS	FY 14-15 ADOPTED BUDGET
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FUND - 207 - COMMUNITY DEVELOPMENT BLOCK GRANT

207-62-0000	4311	INTEREST EARNINGS	3,577	1,000	2,280	2,000
207-62-0000	4464	CDBG/REPROGRAMMED - PY	-	-	-	-
207-62-0000	4469	FEDERAL GRANTS-OTHER	732,988	1,181,803	1,400,000	1,158,578
207-62-0000	4651	LOW INT LOANS REPAYMENT	65,684	40,000	60,000	40,000
207-62-0000	4652	DEFERRED LOANS REPAYMENT	350,013	57,483	270,000	58,044

TOTAL CDBG FUND REVENUE:	1,152,262	1,280,286	1,732,280	1,258,622
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FUND - 208 - HOME GRANT FUND

208-62-0000	4469	FEDERAL GRANTS-OTHER	493,280	251,938	251,665	290,850
208-62-0000	4654	HOME LOANS REPAYMENT	44,301	25,000	120,000	25,000

TOTAL HOME FUND REVENUE:	537,582	276,938	371,665	315,850
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FUND - 209 - ARRA -HOMELESS PREVENTION

209-62-0000	4469	FEDERAL GRANTS - MISC OTHER	11,003	-	-	-
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TOTAL HOME FUND REVENUE:	11,003	-	-	-
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 12-13 ACTUALS	FY 13-14 ADOPTED BUDGET	FY 13-14 ESTIMATED ACTUALS	FY 14-15 ADOPTED BUDGET
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FUND - 210 TRANSIT - PROPOSITION A LOCAL RETURN

210-45-0000	4084	PROP A LOCAL RETURN OPERATING TRANSFER	1,696,942	1,799,344	1,781,808	1,857,756
210-45-4500	3995	TO TRANSIT	(1,658,900)	(1,718,302)	(1,711,432)	(1,803,470)

TOTAL PROP A - TRANSIT REVENUE:			38,043	81,042	70,376	54,286
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FUND - 212 - OTS/ MISC GRANTS

212-20-0000	4469	FEDERAL GRANTS/DUI GRANT	92,452	33,104	33,104	-
212-90-9222	4790	OPERATING TRANSFERS IN	-	-	316	-

TOTAL OTS FUND - MISC GRANTS REVENUE:			92,452	33,104	33,420	-
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FUND - 213 - AIR QUALITY MANAGEMENT FUND

213-61-0000	4311	INTEREST EARNINGS	1,847	1,000	1,000	1,000
213-61-0000	4439	COUNTY GRANTS-OTHER	127,525	123,000	120,000	120,000

TOTAL AQMD FUND REVENUE:			129,372	124,000	121,000	121,000
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 12-13 ACTUALS	FY 13-14 ADOPTED BUDGET	FY 13-14 ESTIMATED ACTUALS	FY 14-15 ADOPTED BUDGET
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FUND - 217 - SENIOR SERVICES FUND

217-40-0000	4469	FEDERAL GRANTS-OTHER	59,273	61,130	61,130	61,130
217-40-0000	4630	CONTRIBUTIONS & DONATIONS	185	200	300	200
217-90-9101	4790	OPERATING TRANSFERS IN	43,888	26,429	52,637	27,195

TOTAL SENIOR SERVICES FUND REVENUE:			103,345	87,759	114,067	88,525
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FUND - 221 - FEMA GRANT

221-20-0000	4469	FEDERAL GRANTS-OTHER	12,488	22,730	-	22,730
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TOTAL FEMA GRANT REVENUE:			12,488	22,730	-	22,730
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FUND - 222 - COPS STATE FUND

222-20-0000	4311	INTEREST EARNINGS	1,359	200	1,100	200
222-20-0000	4448	ST GRANTS/LEGISLATIVE	164,869	200,000	175,000	140,000

TOTAL COPS STATE FUND REVENUE:			166,229	200,200	176,100	140,200
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 12-13 ACTUALS	FY 13-14 ADOPTED BUDGET	FY 13-14 ESTIMATED ACTUALS	FY 14-15 ADOPTED BUDGET
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FUND - 224 - JUSTICE ASSISTANCE GRANT FUND

224-20-0000	4311	INTEREST EARNINGS	-	1,315	-	-
224-20-0000	4469	FEDERAL GRANTS-OTHER	41,048	45,286	26,732	32,379
TOTAL JUVENILE ASSISTANCE GRANT FUND REVENUE:			41,048	46,601	26,732	32,379

FUND - 225 - COPS HIRING PROGRAM

225-20-0000	4469	FEDERAL GRANTS-OTHER	222,529	367,675	275,284	92,615
TOTAL GANG FREE COMMUNITY FUND REVENUE:			222,529	367,675	275,284	92,615

FUND - 227 - PROPOSITION C FUND

227-30-0000	4085	PROP C LOCAL RETURN	1,411,443	1,486,810	1,462,800	1,540,960
227-30-0000	4213	LOCAL CODE ENFORCEMENT	27,805	30,600	12,800	13,000
227-30-0000	4311	INTEREST EARNINGS	24,138	20,000	20,000	20,000
227-30-0000	4326	RENTAL & USE OTHER	-	-	244	-
227-30-0000	4523	PARKING FEES	202,778	200,000	249,800	245,000
227-30-0000	4621	REIMB/SHARED EXPENSES	54,454	53,000	73,100	49,470
227-70-0000	4626	INSURANCE REFUND	17,550	-	-	-
TOTAL PROPOSITION C FUND REVENUE:			1,738,168	1,790,410	1,818,744	1,868,430

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 12-13 ACTUALS	FY 13-14 ADOPTED BUDGET	FY 13-14 ESTIMATED ACTUALS	FY 14-15 ADOPTED BUDGET
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FUND - 228 - MEASURE R LOCAL RETURN FUND

228-30-0000	4311	INTEREST EARNINGS	7,478	1,500	5,000	1,500
228-30-0000	4451	MEASURE R LOCAL RETURN	1,054,411	1,004,200	1,086,800	1,103,102

TOTAL MEASURE R FUND REVENUE:			1,061,889	1,005,700	1,091,800	1,104,602
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FUND - 243 - PARKING STRUCTURE OPERATIONS FUND

243-30-0000	4523	PARKING STRUCTURE REV	643,751	650,000	645,000	650,000
243-30-0000	4626	INSURANCE REFUND	-	-	67,716	-

TOTAL PARKING STRUCTURE OPERATIONS FUND REVENUE:			643,751	650,000	712,716	650,000
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FUND - 248 - ASSET FORFEITURE FUND

248-20-0000	4221	NARCOTIC FORFEITURES	60,000	-	5,000	-
248-20-0000	4311	INTEREST EARNINGS	290	75	100	-

TOTAL ASSET FORFEITURE FUND REVENUE:			60,290	75	5,100	-
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 12-13 ACTUALS	FY 13-14 ADOPTED BUDGET	FY 13-14 ESTIMATED ACTUALS	FY 14-15 ADOPTED BUDGET
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FUND - 249 - DISPUTE RESOLUTION FUND

249-40-0000	4439	COUNTY GRANTS-OTHER	54,678	61,167	51,380	25,000
249-90-9101	4790	TRANSFER IN-GRANT MATCH	54,661	50,097	53,868	87,036

TOTAL DISPUTE RESOLUTION FUND REVENUE:			109,339	111,264	105,248	112,036
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FUND - 262 - HOUSING ASSISTANCE PROGRAM/ VOUCHER

262-63-0000	4311	INTEREST EARNINGS	3,403	2,000	145	145
262-63-0000	4315	INTEREST INCOME - GA	(1,625)	-	-	-
262-63-0000	4461	HUD-VOUCHER ADMIN	679,709	565,387	622,397	670,172
262-63-0000	4469	FEDERAL GRANTS-HAP	6,067,050	5,943,032	6,083,154	6,212,733
262-63-0000	4476	FEDERAL GRANTS-FSS	64,637	64,637	64,093	63,549
262-63-0000	4592	PORT-IN ADMIN	45,565	35,000	25,000	22,000
262-63-0000	4593	PORT IN HAP	809,157	750,000	516,000	300,000
262-63-0000	4611	SALE OF EQUIPMENT	284	-	-	-
262-63-0000	4620	REFUNDS & RECOVERY	71,339	25,000	13,728	14,000
262-63-0000	4625	DAMAGE RECOVERIES	-	-	20	-
262-63-0000	4636	AUXILLARY REVENUE	32	-	60	50
262-63-0000	4690	MISC OTHER REVENUE	5,443	10,000	7,000	10,000

TOTAL HOUSING ASSISTANCE PROGRAM/VOUCHER FUND:			7,744,996	7,395,056	7,331,597	7,292,649
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 12-13 ACTUALS	FY 13-14 ADOPTED BUDGET	FY 13-14 ESTIMATED ACTUALS	FY 14-15 ADOPTED BUDGET
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FUND - 320 - DEBT SERVICE FUND

320-90-9101	4790	OPERATING TRANSFERS IN	1,216,670	1,097,650	1,097,650	1,199,167
320-90-9243	4790	OPERATING TRANSFERS IN	374,132	355,998	355,998	251,215
320-95-0000	4311	INTEREST EARNINGS	18	-	288	-
320-95-0000	4671	BOND ISSUANCE	7,120,000	-	8,630,000	-
320-95-0000	4678	BOND PREMIUM	184,115	-	553,095	-

TOTAL GENERAL FUND						
TRANSFER IN FUND REVENUE:			8,894,935	1,453,648	10,637,031	1,450,382

FUND - 401 - PROP 1B CAPITAL PROJECTS

401-70-0000	4311	INTEREST EARNINGS	12,040	3,000	7,000	3,000
401-70-0000	4449	STATE FUNDING	-	-	-	-

TOTAL PROP 1B CAPITAL						
PROJECTS REVENUE:			12,040	3,000	7,000	3,000

FUND - 405 - I 5 PROJECTS

405-70-0000	4438	OTHER LOCAL AGENCIES	928,322	3,706,783	2,242,689	1,435,695
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TOTAL I5 PROJECTS REVENUE:			928,322	3,706,783	2,242,689	1,435,695
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 12-13 ACTUALS	FY 13-14 ADOPTED BUDGET	FY 13-14 ESTIMATED ACTUALS	FY 14-15 ADOPTED BUDGET
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FUND - 407 - NEIGHBORHOOD STABILIZATION PROGRAM & CDBG -R STIMULUS FUND

407-62-0000	4311	INTEREST EARNINGS	1,948	-	1,287	-
407-62-0000	4469	FEDERAL GRANT - NEIGHB. S	46,579	9,689	-	-
407-62-0000	4655	PROGRAM INCOME-OTHER	326,462	-	-	-

TOTAL CDBG "R" STIMULUS CAPITAL PROJECTS REVENUE:			374,989	9,689	1,287	-
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FUND - 409 - HIGHWAY SAFETY IMPROVEMENT PROGRAM

409-70-0000	4469	FEDERAL GRANT - HSIP	-	2,669,800	-	2,967,100
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TOTAL HIGHWAY SAFETY IMPROVEMENT PROGRAM REVENUE:			-	2,669,800	-	2,967,100
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FUND - 410 - ARRA STIMULUS GRANTS

410-70-0000	4469	FEDERAL GRANT - FTA & LACMTA	306,806	82,718	40,000	42,718
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TOTAL ARRA STIMULUS CAPITAL PROJECTS REVENUE:			306,806	82,718	40,000	42,718
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 12-13 ACTUALS	FY 13-14 ADOPTED BUDGET	FY 13-14 ESTIMATED ACTUALS	FY 14-15 ADOPTED BUDGET
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FUND - 411 - TEA - TRANSPORTATION ENHANCEMENT ACTIVITIES

411-70-0000	4469	FEDERAL GRANT	(190)	1,747,948	-	1,747,948
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TOTAL FEDERAL EARMARKS FOR CAPITAL PROJECTS REVENUE:			(190)	1,747,948	-	1,747,948
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FUND - 418 - ART IN PUBLIC PLACES

418-70-0000	4311	INTEREST EARNINGS	5,267	2,000	4,000	2,000
418-70-0000	4518	DEVELOPER ART IN-LIEU CON	67,099	8,000	20,669	10,000
418-70-0000	4626	INSURANCE REFUND	-	25,000	25,000	-

TOTAL ART IN PUBLIC FUND REVENUE:			72,367	35,000	49,669	12,000
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FUND - 425 - SB 821 BICYCLE / PEDESTRIAN

425-70-0000	4448	ST GRANTS/LEGISLATIVE	65,567	256,257	60,000	239,827
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TOTAL BICYCLE/PEDESTRIAN FUND REVENUE:			65,567	256,257	60,000	239,827
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 12-13 ACTUALS	FY 13-14 ADOPTED BUDGET	FY 13-14 ESTIMATED ACTUALS	FY 14-15 ADOPTED BUDGET
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FUND - 426 - GAS TAX HUT 2103

426-70-0000	4311	INTEREST EARNINGS	16,120	4,000	6,000	5,000
426-70-0000	4458	STATE GRANT/LEGISL RELIEF	865,588	1,484,832	1,484,832	1,151,771

TOTAL TRAFFIC CONGESTION FUND REVENUE:			881,708	1,488,832	1,490,832	1,156,771
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FUND - 427 - MTA & LA COUNTY TRANSPORTATION GRANT

427-70-0000	4311	INTEREST EARNINGS	1	800	-	800
427-70-0000	4439	COUNTY GRANTS-OTHER	(14,867)	1,398,983	361,950	976,437
427-70-0000	4490	OTHER LOCAL AGENCIES				

TOTAL TRANSPORTATION GRANT FUND:			(14,867)	1,399,783	361,950	977,237
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FUND - 428- MEASURE R (I-605 MITIGATION)

428-70-0000	4469	FEDERAL GRANTS-OTHER	-	-	1,000	4,579,000
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TOTAL MEASURE R (I-605 MITIGATION) FUND:			-	-	1,000	4,579,000
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 12-13 ACTUALS	FY 13-14 ADOPTED BUDGET	FY 13-14 ESTIMATED ACTUALS	FY 14-15 ADOPTED BUDGET
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FUND - 429 - HIGHWAY BRIDGE REPLACEMENT & RENOVATION

429-70-0000	4469	FEDERAL GRANTS-OTHER	323,521	12,754,919	747,252	11,704,870
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TOTAL HIGHWAY BRIDGE REPLACEMENT & RESTORATION FUND:			323,521	12,754,919	747,252	11,704,870
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FUND - 430 - SURFACE TRANSPORTATION PROGRAM (STPL) FUND

430-70-0000	4469	FEDERAL GRANTS-OTHER	-	1,346,435	-	1,346,435
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TOTAL SURFACE TRNSPRTN PRGM (STPL) FUND:			-	1,346,435	-	1,346,435
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FUND - 438 - PARK BOND FUND:

438-70-0000	4438	OTHER LOCAL AGENCIES	150,000	-	-	-
438-70-0000	4449	STATE GRANTS - OTHER	63,027	-	-	-

TOTAL PARK BOND FUND:			213,027	-	-	-
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 12-13 ACTUALS	FY 13-14 ADOPTED BUDGET	FY 13-14 ESTIMATED ACTUALS	FY 14-15 ADOPTED BUDGET
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FUND - 442-PARK DEDICATION FUND:

442-70-0000	4438	OTHER LOCAL AGENCIES	19,188	-	-	-
TOTAL PARK BOND FUND:			19,188	-	-	-

FUND - 702 - WATER FUND:

702-30-0000	4231	DELINQUENT SERVICE CHARGE	73,648	70,000	80,000	75,000
702-30-0000	4232	MISC CHARGES - WATER	14,576	8,000	1,000	1,000
702-30-0000	4233	RESTART AFTER DELINQUENCY	725	500	-	500
702-30-0000	4235	RETURNED CHECK FEES	1,194	1,200	1,000	1,000
702-30-0000	4311	INTEREST EARNINGS	43,521	6,000	28,000	30,000
702-30-0000	4571	WATER CONSUMPTION CHARGE	4,910,495	4,700,000	4,700,000	4,770,500
702-30-0000	4573	NEW UTILITY ACCNT SET-UP	17,226	10,000	14,000	10,000
702-30-0000	4574	HYDRANT RENTALS	150	100	150	150
702-30-0000	4575	LEASE OF WATER RIGHTS	152,500	100,000	175,000	62,500
702-30-0000	4690	MISC OTHER REVENUE	-	-	200	-
702-30-0000	4696	COLLECTION AGENCY REVENUE	1,720	-	852	-
702-90-9459	4790	OPERATING TRANSFER IN	13	-	-	-
TOTAL WATER FUND:			5,215,768	4,895,800	5,000,202	4,950,650

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 12-13 ACTUALS	FY 13-14 ADOPTED BUDGET	FY 13-14 ESTIMATED ACTUALS	FY 14-15 ADOPTED BUDGET
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FUND - 703 - GOLF COURSE FUND:

703-50-5703	4561	ENTRY & MEMBERSHIP FEES	143,235	140,000	140,000	140,000
703-90-9101	4790	TRANSFER IN/ GEN FUND SUBSIDY	191,395	229,611	184,134	145,924

TOTAL GOLF COURSE FUND:			334,630	369,611	324,134	285,924
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FUND - 704 - SEWER FUND:

704-30-0000	4311	INTEREST EARNINGS	-	-	150	1,000
704-30-0000	4431	INDUSTRIAL WASTE FEES	38,855	80,000	74,500	80,000
704-30-0000	4571	SEWER CHARGE	-	2,196,034	2,190,000	2,292,000

TOTAL SEWER FUND:			38,855	2,276,034	2,264,650	2,373,000
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 12-13 ACTUALS	FY 13-14 ADOPTED BUDGET	FY 13-14 ESTIMATED ACTUALS	FY 14-15 ADOPTED BUDGET
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FUND - 710 - TRANSIT SYSTEM FUND:

710-45-0000	4081	TRANS PROP C-5% SECURITY	116,477	121,326	121,326	113,660
710-45-0000	4082	PROP A DISCRET/OPERAT.ASS	1,876,137	1,881,528	1,881,528	1,856,119
710-45-0000	4086	PR C40% DISC-FOOTHILL MIT	76,081	89,762	89,762	82,534
710-45-0000	4087	PROP C 40% DISC-MOSIP	556,469	555,887	555,887	549,780
710-45-0000	4088	TRANSIT PROP C 40% - BSIP	51,087	52,057	52,057	53,255
710-45-0000	4318	CASH OVRAGE/SHORTAGE	(69)	-	1	-
710-45-0000	4451	MEASURE "R"	1,020,068	1,173,047	1,173,047	1,193,089
710-45-0000	4453	LFT/TDA ARTICLE 4	2,512,013	2,905,927	2,905,927	2,933,648
710-45-0000	4454	STAF/STATE TRANSPORT.ASST	700,810	546,051	546,051	368,193
710-45-0000	4469	JARC 5316 - MOBILITY SERVICES GRT	711	-	-	-
710-45-0000	4474	FED CAP OF MAINT. EXP 80%	1,541,638	1,200,000	1,200,000	1,132,000
710-45-0000	4581	NTS DIAL A RIDE FARES	13,261	11,000	11,000	11,000
710-45-0000	4582	PASSENGER REV-NTS FIXED R	1,328,690	1,360,000	1,242,037	1,285,000
710-45-0000	4583	TAXI VOUCHERS	2,360	2,500	2,500	2,500
710-45-0000	4584	CONTRACT SVC REV-SFS	20,102	10,000	16,307	16,500
710-45-0000	4585	CONTRACT SVC REV-WHITTIER	59,781	11,155	11,155	-
710-45-0000	4586	TAP - CASH SWEEP	38,098	49,111	49,111	50,000
710-45-0000	4611	SALE OF EQUIPMENT & SCRAP	23,657	19,162	19,162	10,000
710-45-0000	4625	DAMAGE RECOVERIES	9,637	7,211	7,211	7,500
710-45-0000	4636	AUXILIARY REVENUE	27,637	31,059	31,059	31,000
710-45-0000	4690	MISC OTHER REV-SFS PASS THROUGH	2,449	6,804	6,804	5,000
710-45-0000	4793	AB 2766 ASSISTANCE-TRANSFER IN	34,000	30,000	30,000	30,000
710-45-0000	4794	LOCAL PROP A - TRANSFER IN (OPS)	1,658,900	1,711,432	1,711,432	1,803,470
710-45-0000	4795	LOCAL PROP C - TRANSFER IN	66,400	138,576	138,576	106,000

TOTAL OPERATIONS

TRANSIT SYSTEM FUND:	11,736,392	11,913,595	11,801,940	11,640,248
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 12-13 ACTUALS	FY 13-14 ADOPTED BUDGET	FY 13-14 ESTIMATED ACTUALS	FY 14-15 ADOPTED BUDGET
712-45-0000	4456	OTHER CAPITAL ASSISTANCE	71,177	-	-	-
712-45-0000	4471	FTA/CAPITAL ASSISTANCE	6,944,998	1,585,918	428,427	1,617,198
712-70-0000	4471	FTA/CAPITAL ASSISTANCE-CIP	-	2,677,295	66,228	5,325,446
712-45-0000	4494 C	PROP A LOCAL MATCH - CAPITAL	-	-	-	-
TOTAL CAPITAL REVENUES - TRANSIT SYSTEM FUND:			7,016,175	4,263,213	494,655	6,942,644
FUND - 711 - TRANSIT - 1B PTMISEA						
711-45-0000	4311	INTEREST EARNINGS	7,576	1,000	3,800	4,500
711-45-0000	4454	STA / STATE ASSISTANCE	49,443	-	-	-
711-45-0000	4456	OTHER CAPITAL ASSISTANCE	113,876	961,768	35,460	1,392,476
TOTAL TRANSIT - 1B PTMISEA FUND:			170,896	962,768	39,260	1,396,976
TOTAL TRANSIT - ALL CAPITAL FUNDING:			7,187,071	5,225,981	533,915	8,339,620
TOTAL TRANSIT REVENUES (FUNDS 710, 711 & 712)			18,923,463	17,139,576	12,335,855	19,979,868

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 12-13 ACTUALS	FY 13-14 ADOPTED BUDGET	FY 13-14 ESTIMATED ACTUALS	FY 14-15 ADOPTED BUDGET
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FUND - 735 - EMPLOYEE BENEFIT FUND:

735-10-0000	4703	GOLF COURSE	31,019	33,865	28,524	1,812
735-10-0000	4901	GENERAL FUND	5,959,967	6,227,974	5,783,680	6,129,546
735-10-0000	4902	UTILITY FUND	234,339	274,387	252,518	259,492
735-10-0000	4903	CHILD CARE	148,072	153,381	144,738	169,384
735-10-0000	4904	SEWER FUND	-	37,431	32,548	45,450
735-10-0000	4907	CDBG	124,932	126,671	122,545	130,073
735-10-0000	4908	HOME PROGRAM	8,025	6,233	10,533	10,317
735-10-0000	4909	HOMELESS PREVENTION PRGM	55	-	-	-
735-10-0000	4910	TRANSIT FUND	2,297,202	2,713,331	2,391,576	2,623,386
735-10-0000	4917	SENIOR SERVICES GRANT	15,690	8,349	14,721	8,573
735-10-0000	4922	COPS/SLESF PROGRAM	690	290	517	285
735-10-0000	4927	PROP C	55,959	62,313	49,839	48,433
735-10-0000	4936	VEHICLE MAINTENANCE FUND	687,687	737,705	665,489	722,982
735-10-0000	4943	PARKING STRUCTURE	14,737	13,531	15,140	21,665
735-10-0000	4944	NORWALK HOUSING AUTHORITY	213,305	220,086	196,231	218,992
735-10-0000	4945	NRA	67,201	54,471	51,847	54,284
735-10-0000	4949	DISPUTE RESOLUTION	19,094	18,821	17,743	16,226

TOTAL EMPLOYEE BENEFIT FUND:	9,877,975	10,688,839	9,778,189	10,460,900
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 12-13 ACTUALS	FY 13-14 ADOPTED BUDGET	FY 13-14 ESTIMATED ACTUALS	FY 14-15 ADOPTED BUDGET
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FUND - 736 - VEHICLE EQUIPMENT MAINTENANCE FUND:

736-45-0000	4901	GENERAL FUND	594,363	715,244	712,244	800,600
736-45-0000	4902	UTILITY FUND	37,231	39,900	39,900	52,700
736-45-0000	4903	CHILD CARE	1,078	1,600	1,600	1,600
736-45-0000	4904	SEWER FUND	-	-	8,000	8,800
736-45-0000	4907	CDBG	1,168	2,100	2,100	1,600
736-45-0000	4910	TRANSIT FUND	2,472,355	2,809,536	2,732,116	2,755,560
736-45-0000	4944	NORWALK HOUSING AUTHORITY	3,632	6,400	6,400	5,000

TOTAL VEHICLE EQUIPMENT

MAINTENANCE FUND:	3,109,827	3,574,780	3,502,360	3,625,860
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FUND - 743 - PARKS EQUIPMENT RENOVATION FUND:

743-10-0000	4311	INTEREST EARNINGS	-	20	150	400
743-90-9101	4790	OPERATING TRANSFERS IN	-	520,000	520,000	1,000,000

TOTAL PARKS EQUIPMENT

RENOVATION FUND:	-	520,020	520,150	1,000,400
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 12-13 ACTUALS	FY 13-14 ADOPTED BUDGET	FY 13-14 ESTIMATED ACTUALS	FY 14-15 ADOPTED BUDGET
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FUND - 744 - NASC EQUIPMENT REPLACEMENT AND REPAIR FUND:

744-10-0000	4311	INTEREST EARNINGS	236	50	500	250
744-90-9101	4790	OPERATING TRANSFERS IN	100,000	60,000	60,000	50,000

TOTAL NASC EQUIPMENT REPLACEMENT AND REPAIR FUND:			100,236	60,050	60,500	50,250
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FUND - 745 - COMPUTER & OFFICE EQUIPMENT REPLACEMENT FUND:

745-10-0000	4311	INTEREST EARNINGS	918	100	1,000	700
745-90-9101	4790	OPERATING TRANSFERS IN	255,000	100,000	100,000	150,000

TOTAL COMPUTER & OFFICE EQUIPMENT REPLACEMENT FUND:			255,918	100,100	101,000	150,700
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FUND - 746 - VEHICLE & EQUIPMENT REPLACEMENT FUND:

746-30-0000	4311	INTEREST EARNINGS	7,882	3,000	4,800	4,000
746-90-9101	4790	OPERATING TRANSFERS IN	250,000	425,000	425,000	750,000

TOTAL VEHICLE & EQUIPMENT REPLACEMENT FUND:			257,882	428,000	429,800	754,000
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 12-13 ACTUALS	FY 13-14 ADOPTED BUDGET	FY 13-14 ESTIMATED ACTUALS	FY 14-15 ADOPTED BUDGET
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FUND - 747 - BUILDING RENOVATION FUND:

747-70-0000	4311	INTEREST EARNINGS	5,679	300	5,500	4,500
747-90-9101	4790	TRANSFER FROM GENERAL FUND	900,000	575,000	575,000	1,100,000

TOTAL BUILDING RENOVATION FUND:			905,679	575,300	580,500	1,104,500
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**CITY OF NORWALK
EXPENDITURE SUMMARY
FISCAL YEAR 2014-2015**

DEPARTMENT BY FUNCTION	GENERAL FUND			OTHER FUNDS			TOTAL ALL FUNDS		
	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%
Mayor & Council	424,716	395,242	-7%				424,716	395,242	-7%
<i>Personnel</i>	354,016	319,442	-10%				354,016	319,442	-10%
<i>Operations</i>	70,700	75,800	7%				70,700	75,800	7%
<i>Capital Outlay</i>	-	-	-				-	-	-
Commissions, Committees & Boards	24,770	24,770	0%				24,770	24,770	0%
<i>Operations</i>	24,770	24,770	0%				24,770	24,770	0%
City Manager / Administration	737,359	701,244	-5%	10,000	-		747,359	701,244	-6%
<i>Personnel</i>	714,809	679,694	-5%				714,809	679,694	-5%
<i>Operations</i>	22,550	21,550	-4%				22,550	21,550	-4%
<i>Capital Outlay</i>				10,000	-	-100%	10,000	-	-100%
City Attorney	358,769	362,701	1%				358,769	362,701	1%
<i>Personnel</i>	38,769	42,701	10%				38,769	42,701	10%
<i>Operations</i>	320,000	320,000	0%				320,000	320,000	0%
Management Services	575,759	653,846	14%	38,436	35,009	-9%	614,195	688,855	12%
<i>Personnel</i>	168,970	176,566	4%				168,970	176,566	4%
<i>Operations</i>	406,789	477,280	17%	38,436	35,009	-9%	445,225	512,289	15%
<i>Capital Outlay</i>				-	-	-	-	-	-
Communications & Public Affairs	656,334	607,362	-7%				656,334	607,362	-7%
<i>Personnel</i>	345,774	329,652	-5%				345,774	329,652	-5%
<i>Operations</i>	301,260	277,710	-8%				301,260	277,710	-8%
<i>Capital Outlay</i>	9,300	-	-100%				9,300	-	-100%
Cable TV	207,147	201,479	-3%				207,147	201,479	-3%
<i>Personnel</i>	184,447	188,579	2%				184,447	188,579	2%
<i>Operations</i>	10,500	7,900	-25%				10,500	7,900	-25%
<i>Capital Outlay</i>	12,200	5,000	-59%				12,200	5,000	-59%

**CITY OF NORWALK
EXPENDITURE SUMMARY
FISCAL YEAR 2014-2015**

DEPARTMENT BY FUNCTION	GENERAL FUND			OTHER FUNDS			TOTAL ALL FUNDS		
	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%
MIS-Contractor/Network	399,709	406,069	2%	55,500	72,600	31%	455,209	478,669	5%
<i>Personnel</i>	72,009	74,169	3%				72,009	74,169	3%
<i>Operations</i>	327,700	331,900	1%	2,500	-	-100%	330,200	331,900	1%
<i>Capital Outlay</i>		-	-	53,000	72,600	37%	53,000	72,600	37%
City Clerk	705,590	713,426	1%	12,000	8,800	-27%	717,590	722,226	1%
<i>Personnel</i>	686,340	682,525	-1%				686,340	682,525	-1%
<i>Operations</i>	79,400	89,250	12%				79,400	89,250	12%
<i>Capital Outlay</i>	-	-	-	12,000	8,800	-27%	12,000	8,800	-27%
<i>Inter-department Transfer - Duplication</i>	(60,150)	(58,349)	-3%				(60,150)	(58,349)	-3%
Election	-	384,100	100%				-	384,100	100%
<i>Personnel</i>	-	1,000	-				-	1,000	100%
<i>Operations</i>	-	383,100	-				-	383,100	100%
Human Resources	2,140,436	1,856,978	-13%	5,000	-	-100%	2,145,436	1,856,978	-13%
<i>Personnel</i>	685,888	676,066	-1%				685,888	676,066	-1%
<i>Operations</i>	1,454,548	1,180,912	-19%				1,454,548	1,180,912	-19%
<i>Capital Outlay</i>				5,000	-	-100%	5,000	-	-100%
Finance	1,816,985	1,777,224	-2%	112,650	100,612	-11%	1,929,635	1,877,836	-3%
<i>Personnel</i>	1,208,035	1,121,166	-7%				1,208,035	1,121,166	-7%
<i>Operations</i>	608,950	656,058	8%	96,500	100,612	4%	705,450	756,670	7%
<i>Capital Outlay</i>	-	-	-	16,150	-	-100%	16,150	-	100%
Debt Service	1,097,650	1,199,167	9%	355,998	251,215	-29%	1,453,648	1,450,382	0%
<i>Principal</i>	890,000	900,000	1%				890,000	900,000	1%
<i>Interest & Administrative Cost</i>	207,650	299,167	44%	355,998	251,215	-29%	563,648	550,382	-2%
GENERAL GOVERNMENT TOTAL	9,145,224	9,283,608	2%	589,584	468,236	-21%	9,734,808	9,751,844	0%

**CITY OF NORWALK
EXPENDITURE SUMMARY
FISCAL YEAR 2014-2015**

DEPARTMENT BY FUNCTION	GENERAL FUND			OTHER FUNDS			TOTAL ALL FUNDS		
	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%
Public Safety Operations	12,920,037	13,178,906	2%	776,187	386,155	-50%	13,696,225	13,565,061	-1%
<i>Personnel</i>	2,381,017	2,339,936	-2%	8,576	8,814	3%	2,389,594	2,348,750	-2%
<i>Operations</i>	10,539,020	10,784,970	2%	616,192	285,444	-54%	11,155,212	11,070,414	-1%
<i>Capital Outlay</i>	-	54,000	-	151,419	91,897	-39%	151,419	145,897	100%
Emergency Preparedness/EOC	89,327	61,803	-31%	22,730	22,730	0%	112,057	84,533	-25%
<i>Operations</i>	62,227	50,103	-19%	22,730	22,730	0%	84,957	72,833	-14%
<i>Capital Outlay</i>	27,100	11,700	-57%				27,100	11,700	-57%
Family Resource & Gang Prevention	248,679	253,339	2%				248,679	253,339	2%
<i>Personnel</i>	224,179	228,339	2%				224,179	228,339	2%
<i>Operations</i>	24,500	25,000	2%				24,500	25,000	2%
PUBLIC SAFETY TOTAL	13,258,043	13,494,048	2%	798,917	408,885	-49%	14,056,960	13,902,933	-1%
Public Services Administration	1,120,807	1,164,393	4%	116,200	20,300	-83%	1,237,007	1,184,693	-4%
<i>Personnel</i>	744,332	788,143	6%				744,332	788,143	6%
<i>Operations</i>	371,475	375,600	1%	76,200	15,000		447,675	390,600	-13%
<i>Capital Outlay</i>	5,000	650	-87%	40,000	5,300	-87%	45,000	5,950	100%
Security & Emergency Services	32,889	28,389	-14%				32,889	28,389	-14%
<i>Personnel</i>	25,189	20,189	-20%				25,189	20,189	-20%
<i>Operations</i>	7,700	8,200	6%				7,700	8,200	6%
<i>Capital Outlay</i>	-	-	-				-	-	100%
Mr. Sun Program	26,300	25,509	-3%				26,300	25,509	-3%
<i>Personnel</i>	23,334	23,509	1%				23,334	23,509	1%
<i>Operations</i>	2,967	2,000	-33%				2,967	2,000	-33%
<i>Capital Outlay</i>	-	-	-				-	-	-

**CITY OF NORWALK
EXPENDITURE SUMMARY
FISCAL YEAR 2014-2015**

DEPARTMENT BY FUNCTION	GENERAL FUND			OTHER FUNDS			TOTAL ALL FUNDS		
	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%
Facilities Maintenance	1,530,980	1,617,562	6%	-	-	-	1,530,980	1,617,562	6%
<i>Personnel</i>	1,023,480	1,068,562	4%	-	-	-	1,023,480	1,068,562	4%
<i>Operations</i>	483,900	536,100	11%	-	-	-	483,900	536,100	11%
<i>Capital Outlay</i>	23,600	12,900	-45%	-	-	-	23,600	12,900	100%
Transportation Center Operations				414,560	356,948	-14%	414,560	356,948	-14%
<i>Personnel</i>				269,898	263,248	-2%	269,898	263,248	-2%
<i>Operations</i>				144,662	93,700	-35%	144,662	93,700	-35%
Parking Structure Operations (Net of Debt Service)				423,358	490,388	16%	423,358	490,388	16%
<i>Personnel</i>				127,369	148,488	17%	127,369	148,488	17%
<i>Operations</i>				295,989	294,400	-1%	295,989	294,400	-1%
<i>Capital Outlay</i>				-	47,500	-	-	47,500	100%
Street Maintenance	75,725	38,327	-49%	991,979	1,004,200	1%	1,067,704	1,042,527	-2%
<i>Personnel</i>	504,300	514,927	2%				504,300	514,927	2%
<i>Operations</i>	135,625	138,000	2%	311,479	298,300	-4%	447,104	436,300	-2%
<i>Capital Outlay</i>	6,300	-	-100%	110,000	91,300	-17%	116,300	91,300	-21%
<i>Transfers - Special Revenue Funds</i>	(570,500)	(614,600)	8%	570,500	614,600	8%	-	-	-
Traffic Maintenance	48,199	18,380	-62%	443,050	493,300	11%	491,249	511,680	4%
<i>Personnel</i>	312,924	318,780	2%				312,924	318,780	2%
<i>Operations</i>	19,075	22,800	20%	157,250	158,000	0%	176,325	180,800	3%
<i>Capital Outlay</i>	2,000	12,100	505%	-	-	-	2,000	12,100	505%
<i>Transfers - Special Revenue Funds</i>	(285,800)	(335,300)	17%	285,800	335,300	17%	-	-	-
Signals & Street Lighting	574,874	547,669	-5%	752,600	761,700	1%	1,327,474	1,309,369	-1%
<i>Personnel</i>	226,174	225,269	0%				226,174	225,269	0%
<i>Operations</i>	970,300	960,200	-1%	112,600	103,000	-9%	1,082,900	1,063,200	-2%
<i>Capital Outlay</i>	18,400	-	-100%	-	20,900	-	18,400	20,900	14%
<i>Transfers - Special Revenue Funds</i>	(640,000)	(637,800)	0%	640,000	637,800	0%	-	-	-

**CITY OF NORWALK
EXPENDITURE SUMMARY
FISCAL YEAR 2014-2015**

DEPARTMENT BY FUNCTION	GENERAL FUND			OTHER FUNDS			TOTAL ALL FUNDS		
	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%
Street Sweeping	214,074	225,575	5%	448,964	447,664	0%	663,038	673,239	2%
<i>Personnel</i>	12,538	13,039	4%				12,538	13,039	4%
<i>Operations</i>	650,500	660,200	1%				650,500	660,200	1%
<i>Transfers - Special Revenue Funds</i>	(448,964)	(447,664)	0%	448,964	447,664	0%	-	-	-
Graffiti Removal	531,849	570,053	7%	171,631	56,000	-67%	703,480	626,053	-11%
<i>Personnel</i>	498,780	524,778	5%				498,780	524,778	5%
<i>Operations</i>	94,700	100,075	6%				94,700	100,075	6%
<i>Capital Outlay</i>	-	1,200	-	110,000	-	-100%	110,000	1,200	-99%
<i>Transfers - Special Revenue Funds</i>	(61,631)	(56,000)	-9%	61,631	56,000	-9%	-	-	-
Tree Maintenance	480,120	491,837	2%	440,210	378,900	-14%	920,330	870,737	-5%
<i>Personnel</i>	423,609	431,446	2%	-	-		423,609	431,446	2%
<i>Operations</i>	434,821	438,191	1%	-	-		434,821	438,191	1%
<i>Capital Outlay</i>	1,900	1,100	-42%	60,000	-	-100%	61,900	1,100	-98%
<i>Transfers - Special Revenue Funds</i>	(380,210)	(378,900)	0%	380,210	378,900	0%	-	-	-
Greenscape Maintenance	748,433	805,020	8%	-	38,800	-	748,433	843,820	13%
<i>Personnel</i>	246,233	246,020	0%				246,233	246,020	0%
<i>Operations</i>	502,200	559,000	11%				502,200	559,000	11%
<i>Capital Outlay</i>	-	-	-	-	38,800	-	-	38,800	0%
Park Maintenance	3,033,961	3,395,443	12%	119,000	38,800	-67%	3,152,961	3,434,243	9%
<i>Personnel</i>	1,785,888	1,832,993	3%	-	-		1,785,888	1,832,993	3%
<i>Operations</i>	1,196,123	1,414,200	18%	-	-		1,196,123	1,414,200	18%
<i>Capital Outlay</i>	51,950	148,250	185%	119,000	38,800	-67%	170,950	187,050	9%
Sewer				1,218,695	1,239,776	2%	1,218,695	1,239,776	2%
<i>Personnel</i>				151,399	186,551	23%	151,399	186,551	23%
<i>Operations</i>				1,060,596	1,008,400	-5%	1,060,596	1,008,400	-5%
<i>Capital Outlay</i>				6,700	44,825	569%	6,700	44,825	569%

**CITY OF NORWALK
EXPENDITURE SUMMARY
FISCAL YEAR 2014-2015**

DEPARTMENT BY FUNCTION	GENERAL FUND			OTHER FUNDS			TOTAL ALL FUNDS		
	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%
Water				4,571,660	5,002,941	9%	4,571,660	5,002,941	9%
<i>Personnel</i>				862,882	896,962	4%	862,882	896,962	4%
<i>Operations</i>				3,161,307	3,159,542	0%	3,161,307	3,159,542	0%
<i>Capital Outlay</i>				1,000	405,725	40473%	1,000	405,725	40473%
<i>Debt Service</i>				546,471	540,712	-1%	546,471	540,712	-1%
PUBLIC SERVICES TOTAL	8,418,209	8,928,155	6%	10,111,907	10,329,718	2%	18,530,117	19,257,873	4%
				10,467,905	10,580,933		18,886,115	19,509,089	
Social Services Administration	916,244	981,468	7%	20,000	8,000	-60%	936,244	989,468	6%
<i>Personnel</i>	721,904	778,071	8%				721,904	778,071	8%
<i>Operations</i>	145,740	198,997	37%	8,000	8,000	0%	153,740	206,997	35%
<i>Capital Outlay</i>	48,600	4,400	-91%	12,000	-	-100%	60,600	4,400	-93%
Senior Programs	923,387	997,381	8%	61,330	61,330	0%	984,717	1,058,711	8%
<i>Personnel</i>	521,968	574,781	10%	26,379	27,145	3%	548,347	601,926	10%
<i>Operations</i>	366,519	396,700	8%	34,951	34,185	-2%	401,470	430,885	7%
<i>Capital Outlay</i>	34,900	25,900	-26%	-	-	-	34,900	25,900	-26%
Child Care				3,309,660	3,314,452	0%	3,309,660	3,314,452	0%
<i>Personnel</i>				524,420	556,183	6%	524,420	556,183	6%
<i>Operations</i>				2,785,240	2,757,769	-1%	2,785,240	2,757,769	-1%
<i>Capital Outlay</i>				-	500	-	-	500	-
Emergency Food & Shelter Program	58,150	58,150	0%	50,000	50,000	0%	108,150	108,150	0%
<i>Operations</i>	58,150	58,150	0%	50,000	50,000	0%	108,150	108,150	0%
Dispute Resolution Program	50,097	87,036	74%	61,167	25,000	-59%	111,264	112,036	1%
<i>Personnel</i>	50,097	87,036	74%	48,667	12,605	-74%	98,764	99,641	1%
<i>Operations</i>				12,500	12,395	-1%	12,500	12,395	-1%
SOCIAL SERVICES SUB-TOTAL	1,947,879	2,124,035	9%	3,502,157	3,458,782	-1%	5,450,036	5,582,818	2%

**CITY OF NORWALK
EXPENDITURE SUMMARY
FISCAL YEAR 2014-2015**

DEPARTMENT BY FUNCTION	GENERAL FUND			OTHER FUNDS			TOTAL ALL FUNDS		
	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%
Transit - Administration				2,309,852	2,339,604	1%	2,309,852	2,339,604	1%
<i>Personnel</i>				981,978	945,986	-4%	981,978	945,986	-4%
<i>Operations</i>				1,327,874	1,393,618	5%	1,327,874	1,393,618	5%
<i>Capital Outlay</i>				-	-	-	-	-	0%
Transit - Operations				6,596,269	6,511,205	-1%	6,596,269	6,511,205	-1%
<i>Personnel</i>				5,903,928	5,826,740	-1%	5,903,928	5,826,740	-1%
<i>Operations</i>				692,341	684,465	-1%	692,341	684,465	-1%
<i>Capital Outlay</i>				-	-	-	-	-	0%
Transit - Equipment Maintenance Administration				186,399	184,794	-1%	186,399	184,794	-1%
<i>Personnel</i>				181,788	181,016	0%	181,788	181,016	0%
<i>Operations</i>				4,611	3,778	-18%	4,611	3,778	-18%
Transit - Equipment Vehicle Maintenance				2,638,615	2,497,072	-5%	2,638,615	2,497,072	-5%
<i>Personnel</i>				1,443,454	1,404,885	-3%	1,443,454	1,404,885	-3%
<i>Operations</i>				1,195,161	1,092,187	-9%	1,195,161	1,092,187	-9%
Transit - Equipment Non-Vehicle Maintenance				85,512	136,787	60%	85,512	136,787	60%
<i>Personnel</i>				61,662	62,012	1%	61,662	62,012	1%
<i>Operations</i>				23,850	74,775	214%	23,850	74,775	214%
Subtotal Transit - Operating Total				11,816,647	11,669,462	-1%	11,816,647	11,669,462	-1%
<i>Personnel</i>				8,572,810	8,420,639	-2%	8,572,810	8,420,639	-2%
<i>Operations</i>				3,243,837	3,248,823	0%	3,243,837	3,248,823	0%
<i>Capital Outlay</i>				-	-	-	-	-	-
Transit - Capital Outlay				2,030,209	1,958,382	-4%	2,030,209	1,958,382	-4%
<i>Capital Outlay</i>				2,030,209	1,958,382	-4%	2,030,209	1,958,382	-4%
PUBLIC TRANSPORTATION TOTAL				13,846,856	13,627,844	-2%	13,846,856	13,627,844	-2%

**CITY OF NORWALK
EXPENDITURE SUMMARY
FISCAL YEAR 2014-2015**

DEPARTMENT BY FUNCTION	GENERAL FUND			OTHER FUNDS			TOTAL ALL FUNDS		
	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%
Recreation	1,994,461	2,032,278	2%	-	-	-	1,994,461	2,032,278	2%
<i>Personnel</i>	1,637,846	1,714,243	5%				1,637,846	1,714,243	5%
<i>Operations</i>	356,615	318,035	-11%				356,615	318,035	-11%
<i>Capital Outlay</i>				-	-	-	-	-	-
Recreation Special Programs	234,696	252,894	8%				234,696	252,894	8%
<i>Personnel</i>	155,804	173,524	11%				155,804	173,524	11%
<i>Operations</i>	78,892	79,370	1%				78,892	79,370	1%
Recreation Events	153,420	195,686	28%				153,420	195,686	28%
<i>Personnel</i>	34,250	47,266	38%				34,250	47,266	38%
<i>Operations</i>	119,170	148,420	25%				119,170	148,420	25%
Norwalk Arts and Sports Complex	1,061,014	1,126,534	6%	10,000	26,500	165%	1,071,014	1,153,034	8%
<i>Personnel</i>	724,324	739,974	2%	-	-	-	724,324	739,974	2%
<i>Operations</i>	336,690	355,260	6%	-	-	-	336,690	355,260	6%
<i>Capital Outlay</i>	-	31,300	-	10,000	26,500	165%	10,000	57,800	100%
Aquatics	439,647	461,232	5%				439,647	461,232	5%
<i>Personnel</i>	258,247	265,832	3%				258,247	265,832	3%
<i>Operations</i>	181,400	195,400	8%				181,400	195,400	8%
All City Band	53,537	53,537	0%				53,537	53,537	0%
<i>Personnel</i>	37,537	37,537	0%				37,537	37,537	0%
<i>Operations</i>	16,000	16,000	0%				16,000	16,000	0%
Golf Course	229,611	145,924	-36%	140,000	140,000	0%	369,611	285,924	-23%
<i>Personnel</i>				217,911	128,424	-41%	217,911	128,424	-41%
<i>Operations</i>				151,700	157,500	4%	151,700	157,500	4%
<i>Deficit</i>	229,611	145,924	-36%	(229,611)	(145,924)	-36%	-	-	-
CULTURE AND RECREATION TOTAL	4,166,386	4,268,085	2%	150,000	166,500	11%	4,316,386	4,434,585	3%

**CITY OF NORWALK
EXPENDITURE SUMMARY
FISCAL YEAR 2014-2015**

DEPARTMENT BY FUNCTION	GENERAL FUND			OTHER FUNDS			TOTAL ALL FUNDS		
	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%
Community Development Operations	735,005	723,091	-2%	14,200	-	-100%	749,205	723,091	-3%
<i>Personnel</i>	590,310	601,391	2%				590,310	601,391	2%
<i>Operations</i>	144,695	121,700	-16%				144,695	121,700	-16%
<i>Capital Outlay</i>	-	-	-	14,200	-	-100%	14,200	-	100%
Planning	525,550	474,708	-10%				525,550	474,708	-10%
<i>Personnel</i>	466,750	468,958	0%				466,750	468,958	0%
<i>Operations</i>	58,800	5,100	-91%				58,800	5,100	-91%
<i>Capital Outlay</i>	-	650	-				-	650	100%
CDBG				1,168,654	1,156,315	-1%	1,168,654	1,156,315	-1%
<i>Personnel</i>				432,905	406,423	-6%	432,905	406,423	-6%
<i>Operations</i>				735,749	749,492	2%	735,749	749,492	2%
<i>Capital Outlay</i>				-	400	-	-	400	100%
Home Program				276,938	315,850	14%	276,938	315,850	14%
<i>Personnel</i>				20,671	34,369	66%	20,671	34,369	66%
<i>Operations</i>				256,267	281,481	10%	256,267	281,481	10%
Building & Safety	862,422	864,827	0%	2,300	3,500	52%	864,722	868,327	0%
<i>Personnel</i>	632,772	647,427	2%				632,772	647,427	2%
<i>Operations</i>	228,350	216,500	-5%				228,350	216,500	-5%
<i>Capital Outlay</i>	1,300	900	-31%	2,300	3,500	52%	3,600	4,400	100%
Engineering	784,241	798,944	2%	17,500	84,000	380%	801,741	882,944	10%
<i>Personnel</i>	517,041	411,144	-20%				517,041	411,144	-20%
<i>Operations</i>	265,000	367,800	39%	17,500	81,500	366%	282,500	449,300	59%
<i>Capital Outlay</i>	2,200	20,000	809%	-	2,500		2,200	22,500	100%
Code Compliance	994,296	963,819	-3%	-	-	-	994,296	963,819	-3%
<i>Personnel</i>	807,146	822,569	2%	-	-	-	807,146	822,569	2%
<i>Operations</i>	173,950	141,250	-19%	-	-	-	173,950	141,250	-19%
<i>Capital Outlay</i>	13,200	-	-100%	-	-	-	13,200	-	100%

**CITY OF NORWALK
EXPENDITURE SUMMARY
FISCAL YEAR 2014-2015**

DEPARTMENT BY FUNCTION	GENERAL FUND			OTHER FUNDS			TOTAL ALL FUNDS		
	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%	FY 13-14 Adopted Budget	FY 14-15 Adopted Budget	%
Environmental Services	282,760	405,098	43%	17,930	18,500	3%	300,690	423,598	41%
<i>Personnel</i>	98,760	192,098	95%				98,760	192,098	95%
<i>Operations</i>	184,000	193,000	5%	17,930	18,500		201,930	211,500	5%
<i>Capital Outlay</i>	-	20,000	-				-	20,000	-
Housing Authority				8,094,983	7,314,310	-10%	8,094,983	7,314,310	-10%
<i>Personnel</i>				581,853	548,134	-6%	581,853	548,134	-6%
<i>Operations</i>				7,498,430	6,766,176	-10%	7,498,430	6,766,176	-10%
<i>Capital Outlay</i>				14,700	-	-100%	14,700	-	-100%
DEVELOPMENT SERVICES TOTAL	4,184,273	4,230,487	1%	9,592,506	8,892,474	-7%	13,776,779	13,122,961	-5%
TOTAL CITY OPERATING BUDGET	41,120,015	42,328,418	3%	38,591,928	37,352,440	-3%	79,711,943	79,680,858	0%
Reserves	1,680,000	5,170,000	208%	-	-	-	1,680,000	5,170,000	208%
<i>Building/Facility Renovation</i>	575,000	1,100,000	91%				575,000	1,100,000	91%
<i>Computer & Equipment Replacement</i>	100,000	150,000	50%				100,000	150,000	50%
<i>Vehicle Replacement</i>	425,000	750,000	76%				425,000	750,000	76%
<i>NASC Equipment Replacement</i>	60,000	50,000	-17%				60,000	50,000	-17%
<i>Parks Equipment Renovation</i>	520,000	1,000,000	92%				520,000	1,000,000	92%
<i>Future Cost Increase & Loss of Revenue</i>	-	2,120,000	-				-	2,120,000	-
Capital Improvement Projects	804,629	508,968	-37%	27,364,115	50,608,643	85%	28,168,744	51,117,611	81%
<i>Carry Over</i>	804,629	7,968	-99%	27,364,115	33,138,143		28,168,744	33,146,111	18%
<i>New Appropriations</i>	-	501,000	-	-	17,470,500		-	17,971,500	100%
CAPITAL PROJECTS/ RESERVES TOTAL	2,484,629	5,678,968	129%	27,364,115	50,608,643	85%	29,848,744	56,287,611	89%
TOTAL CITY BUDGET	43,604,644	48,007,386	10%	65,956,043	87,961,083	33%	109,560,687	135,968,469	24%

CAPITAL OUTLAYS
Fiscal Year 2014-15 Budget

Account Number	Department / Division	Description	Amount	Total
101-10-1207 3860	Administration - Cable TV	Monitor, LED	\$ 1,000	
101-10-1207 3860	Administration - Cable TV	Wireless Mic	\$ 2,000	
101-10-1207 3860	Administration - Cable TV	Backdrop/Set Pieces	\$ 500	
101-10-1207 3860	Administration - Cable TV	Lighting Kit	\$ 1,500	
		Total Administration		\$ 5,000
101-20-2101 3853	Public Safety	Computer Aided Dispatch/Records Management System (3-yrs support & maintenance)	\$ 54,000	
101-29-2199 3880	Public Safety - Emergency Preparedness	40x60 Canopy equipment repair/replacement parts (replacement no asset tag)	\$ 1,700	
101-29-2199 3880	Public Safety - Emergency Preparedness	Four (4) generators and two (2) balloon lights	\$ 10,000	
		Total Public Safety		\$ 65,700

CAPITAL OUTLAYS
Fiscal Year 2014-15 Budget

Account Number		Department / Division	Description	Amount	Total
101-30-3101	3880	Public Services - Administration	Handheld radio	\$ 650	
101-30-3202	3850	Public Services - Facilities	Vacuums (2) (replacement no asset tag)	\$ 900	
101-30-3202	3850	Public Services - Facilities	Orbital carpet and flooring cleaner	\$ 3,900	
101-30-3202	3860	Public Services - Facilities	Conference room chairs for old City Clerk area, (60), with carts (4)	\$ 5,300	
101-30-3202	3880	Public Services - Facilities	Eyewash station, self-contained (replacement no asset tag)	\$ 1,000	
101-30-3202	3880	Public Services - Facilities	Gate openers for automatic gate (45)	\$ 1,800	
101-30-3303	3850	Public Services - Traffic	Hydraulic post puller - PPF203 (replacement asset #11298)	\$ 5,000	
101-30-3303	3850	Public Services - Traffic	Punjar jackhammer - sign post installation jackhammer (replacement asset #2241)	\$ 7,100	
101-30-3404	3850	Public Services - Graffiti	Airless paint sprayer-portable	\$ 1,200	
101-30-3502	3880	Public Services - Trees	Geographic Information System (GIS) - Tree Layer	\$ 1,100	
101-30-3504	3850	Public Services - Park Landscape	Gas backpack blowers for landscape maintenance., 3 ea. (replacement of asset #12961, #12962, #12963)	\$ 1,300	

CAPITAL OUTLAYS
Fiscal Year 2014-15 Budget

Account Number		Department / Division	Description	Amount	Total
101-30-3504	3850	Public Services - Park Landscape	Arborist saws (2) (replacement no asset tag)	\$ 1,200	
101-30-3504	3850	Public Services - Park Landscape	Pole pruners (2)	\$ 1,000	
101-30-3504	3850	Public Services - Park Landscape	Infield groomer (1) (replacement asset #10867)	\$ 21,600	
101-30-3504	3850	Public Services - Park Landscape	Edger, 4 HP Honda (1) (replacement no asset tag)	\$ 750	
101-30-3504	3850	Public Services - Park Landscape	Rigid drivers (3), rigid circular saw (2) and rigid reciprocating saw kit (3)	\$ 2,100	
101-30-3504	3850	Public Services - Park Landscape	Irrigation clocks (7) (replacement no asset tag)	\$ 5,200	
101-30-3504	3850	Public Services - Park Landscape	Sod cutter (1) (replacement asset #1293)	\$ 5,000	
101-30-3504	3850	Public Services - Park Landscape	Tiller for dirt renovation	\$ 2,300	
101-30-3504	3850	Public Services - Park Landscape	Pump, Honda, 4hp (replacement no asset tag)	\$ 800	
101-30-3504	3880	Public Services - Park Landscape	Irrigation security boxes and lids - 13 locations (229 units)	\$ 35,200	
101-30-3504	3880	Public Services - Park Landscape	Logos for trash cans (50) (replacement no asset tag)	\$ 2,000	
101-30-3504	3880	Public Services - Park Landscape	Handheld radios and docking bay (6)	\$ 4,100	

CAPITAL OUTLAYS
Fiscal Year 2014-15 Budget

Account Number	Department / Division	Description	Amount	Total
101-30-3506 3840	Public Services - Park Facilities	Door replacement - NASC electrical room	\$ 3,000	
101-30-3506 3840	Public Services - Park Facilities	Stairway tread replacement - NASC	\$ 8,500	
101-30-3506 3840	Public Services - Park Facilities	Door replacement - CAC storage room	\$ 5,000	
101-30-3506 3850	Public Services - Park Facilities	Upright vacuums (4) NASC, aquatics, detail truck, teen center (replacement no asset tag)	\$ 2,500	
101-30-3506 3850	Public Services - Park Facilities	Wet/dry shop vacuums (2) Aquatics/Teen Center and detail truck	\$ 1,000	
101-30-3506 3850	Public Services - Park Facilities	Buffers, low speed (2) Aquatics/Teen Center and detail truck	\$ 1,700	
101-30-3506 3850	Public Services - Park Facilities	Floor Buffer/Burnisher, high speed	\$ 2,600	
101-30-3506 3850	Public Services - Park Facilities	Carpet Cleaner/Extractor (replacement no asset tag)	\$ 3,600	
101-30-3506 3880	Public Services - Park Facilities	SCE electrical cabinet	\$ 10,000	
101-30-3506 3880	Public Services - Park Facilities	NASC- basketball scoreboard	\$ 13,000	
101-30-3506 3880	Public Services - Park Facilities	Electrical box security lids (46) - City wide (replacement no tag)	\$ 10,000	
101-30-3506 3880	Public Services - Park Facilities	E-Z up canopies/food booths (5) (replacement no tag)	\$ 4,800	
		Total Public Services		\$ 176,200

CAPITAL OUTLAYS
Fiscal Year 2014-15 Budget

Account Number		Department / Division	Description	Amount	Total
101-40-4101	3870	Social Services	Chairs (30) for senior nutrition meal program (replacement no asset tag)	\$ 4,400	
101-40-4104	3850	Social Services - Senior Center	Vacuums (2) (replacement no asset tag)	\$ 900	
101-40-4104	3860	Social Services - Senior Center	Paper Shredder - Commercial grade (replacement #11695)	\$ 1,300	
101-40-4104	3870	Social Services - Senior Center	Chairs, Mesh Stacking (100) (replacement no asset tag)	\$ 10,700	
101-40-4104	3880	Social Services - Senior Center	Public address system for multi purpose room (replacement no asset tag)	\$ 10,000	
101-40-4104	3880	Social Services - Senior Center	Cement trash cans for entrances (4) (replacement no asset tag)	\$ 1,900	
101-40-4104	3880	Social Services - Senior Center	Washer/Dryer for facility	\$ 1,100	
			Total Social Services		\$ 30,300
101-50-5702	3870	Recreation - NASC	Tables (20) and Chairs - Upstairs Patio (replacement no asset tag)	\$ 14,800	
101-50-5702	3870	Recreation - NASC	Sproul Room - Stove/Oven (replacement no asset tag)	\$ 16,500	
			Total Recreation		\$ 31,300

CAPITAL OUTLAYS
Fiscal Year 2014-15 Budget

Account Number	Department / Division	Description	Amount	Total
101-61-6102 3860	Community Development - Building and Safety	Storage racks- wide span (2)	\$ 600	
101-61-6102 3860	Community Development - Building and Safety	Pamphlet holder	\$ 300	
101-61-6103 3880	Community Development - Engineering	GIS - Centerline Tie Layer	\$ 20,000	
101-61-6105 3870	Community Development - Planning	File cabinet- 2 drawer	\$ 650	
101-61-6106 3880	Community Development - Environmental Services	GIS - Storm water layer	\$ 20,000	
		Total Community Development		\$ 41,550
		Total General Fund		\$ 350,050
203-40-4103 3860	Social Services - Childcare	Printer, desktop (4) (replacement)	\$ 500	
		Total Childcare Fund		\$ 500
207-62-6201 3860	CDBG - Administration	Monitor (replacement asset #10080)	\$ 400	
		Total CDBG Fund		\$ 400
213-30-3101 3880	Public Services - Administration	iPads for staff use with work order system (7)	\$ 5,300	
213-30-3503 3820	Public Services - Greenscape	Ford F-150 CNG truck (replacement asset #7477, vehicle #6220)	\$ 38,800	
213-30-3504 3820	Public Services - Parks	Ford F-150 CNG truck (replacement asset #5264, vehicle #6149)	\$ 38,800	
		Total AQMD Fund		\$ 82,900

CAPITAL OUTLAYS
Fiscal Year 2014-15 Budget

Account Number		Department / Division	Description	Amount	Total
224-20-2104	3880	Public Safety	Mobile Digital Cameras (8)	\$ 32,379	
			Total Juvenile Assistance Grant Fund		\$ 32,379
228-30-3304	3880	Public Services - Signals	Type "P" Signal Cabinet TS2-2 PNG with controller- Excelsior & Bloomfield (replacement Asset #10185,11240)	\$ 18,600	
228-30-3304	3880	Public Services - Signals	Generator 5000 Honda EB5000 -backup	\$ 2,300	
			Total Measure R Fund		\$ 20,900
243-30-3203	3840	Public Services - Parking Structure Operations	Elevator flooring replacement (3)	\$ 1,000	
243-30-3203	3840	Public Services - Parking Structure Operations	Stair tread replacement equipment and supplies	\$ 1,500	
243-30-3203	3880	Public Services - Parking Structure Operations	Parking Control System (replacement no asset tag)	\$ 45,000	
			Total Parking Structure Fund		\$ 47,500
248-20-2101	3880	Public Safety	Mobile Digital Camera Mounts (12)	\$ 3,870	
248-20-2101	3880	Public Safety	Miscellaneous Public Safety equipment	\$ 7,648	
			Total Asset Forfeiture Fund		\$ 11,518

CAPITAL OUTLAYS
Fiscal Year 2014-15 Budget

Account Number	Department / Division	Description	Amount	Total
702-30-3602 3880	Water	Meter Reader equipment (5) (replacement asset # 10781 - 10788)	\$ 22,000	
702-30-3602 3880	Water	Handheld radio (1) - 50% to Sewer fund	\$ 325	
702-30-3602 3880	Water	Security alarm systems (4) water wells #4, #5 and #10	\$ 18,000	
702-30-3602 3880	Water	Generator (replacement asset #5353)	\$ 127,000	
702-30-3602 3880	Water	Generator (replacement asset #8370)	\$ 204,400	
702-30-3602 3880	Water	Geographic Information System (GIS) - Water Layer	\$ 34,000	
		Total Water Fund		\$ 405,725
704-30-3403 3880	Sewer	Handheld radio (1) - 50% of cost to Water	\$ 325	
704-30-3403 3880	Sewer	Security alarm systems (3) storm water & sewer lift stations #625, #626, #627, #628	\$ 14,500	
704-30-3403 3880	Sewer	Overhaul of submersible pump - Bloomfield Sewer Lift Station	\$ 6,400	
704-30-3403 3880	Sewer	Geographic Information System (GIS) - Sewer Layer	\$ 23,600	
		Total Sewer Fund		\$ 44,825

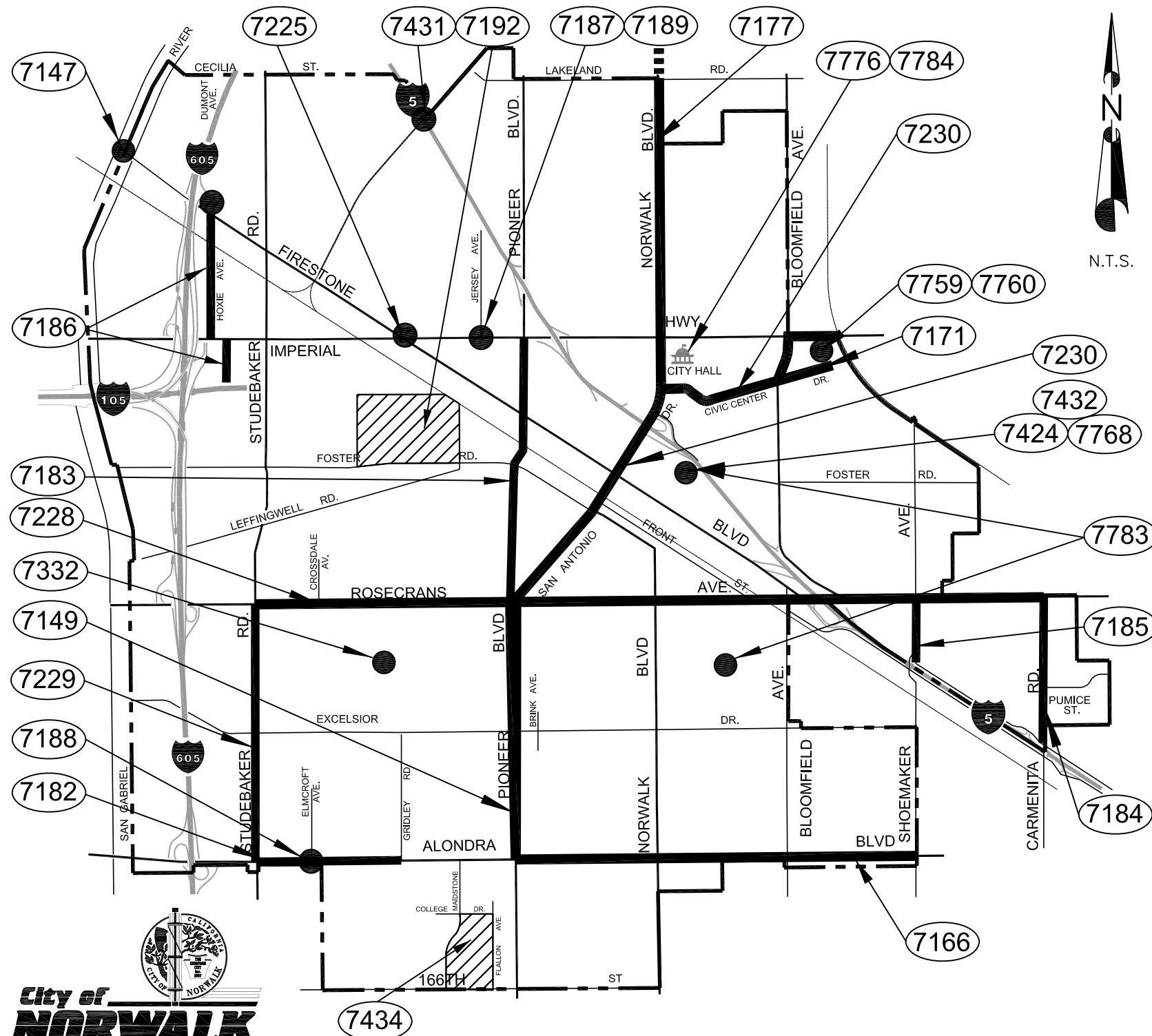
CAPITAL OUTLAYS
Fiscal Year 2014-15 Budget

Account Number		Department / Division	Description	Amount	Total
210-45-4503	3833	Transit- Capital - Local Match	Various vehicle components	\$ 41,000	
210-45-4503	3851	Transit- Capital - Local Match	Various operations support equipment	\$ 1,000	
210-45-4503	3852	Transit- Capital - Local Match	Various administration support equipment	\$ 1,000	
210-45-4503	3884	Transit- Capital - Local Match	Various data and communication IT	\$ 11,286	
711-45-4503	3831	Transit- Capital Match	40 FT ADA CNG Buses (4) (replacement asset #9086, #9087, #9088, #9089)	\$ 286,898	
712-45-4503	3831	Transit- Capital - FTA 21.111201	40 FT ADA CNG Buses (4) (replacement asset #9086, #9087, #9088, #9089)	\$ 1,400,052	
712-45-4503	3833	Transit- Capital - FTA Grants	Various vehicle components	\$ 164,000	
712-45-4503	3852	Transit- Capital - FTA Grants	Various administration support equipment	\$ 4,000	
712-45-4503	3853	Transit- Capital - FTA Grants	Various data and communication systems	\$ 4,000	
712-45-4503	3892	Transit- Capital - FTA Grants	Universal fare system	\$ 45,146	
			Total Transit Funds		\$ 1,958,382

CAPITAL OUTLAYS
Fiscal Year 2014-15 Budget

Account Number	Department / Division	Description	Amount	Total
744-50-5702 3880	NASC	Ringside boxing ring	\$ 11,000	
744-50-5702 3880	NASC	Complete sound system (replacement # 7329)	\$ 15,500	
		Total NASC Equipment Replacement Fund		\$ 26,500
745-10-1205 3860	MIS - Contract	Computer replacement City wide- 77 Computers, 55 Monitors and 23 printers; switches & virtual server components	\$ 72,600	
745-10-1301 3860	City Clerk	Postage Machine - Hasler IM700 (replacement # 10105)	\$ 8,800	
745-61-6102 3860	Community Development - Building and Safety	Printer - permit (replacement asset # 11125)	\$ 3,500	
745-61-6103 3860	Community Development - Engineering	Color printer (replacement of asset #11918)	\$ 2,500	
		Total Computer & Office Equipment Replacement Fund		\$ 87,400
746-20-2101 3820	Public Safety	Ford Taurus interceptors (2) (replacement asset #10820,#11234, vehicle #4550,#4554)	\$ 48,000	
746-30-3302 3820	Public Services - Streets	Stake bed CNG Truck with lift gate (replacement asset #8390, vehicle #3143)	\$ 60,000	
746-30-3302 3850	Public Services - Streets	Asphalt roller (replacement of asset #9154)	\$ 31,300	
		Total Vehicle Replacement Fund		\$ 139,300
TOTAL - ALL FUNDS				\$ 3,208,279

CARRYOVER PROJECTS FY 2014-2015



STREET AND TRAFFIC IMPROVEMENTS

- 7147 FIRESTONE BRIDGE OVER SAN GABRIEL RIVER
- 7149 MEDIAN IMPROVEMENTS - PIONEER BLV FROM ROSECRANS AV TO ALONDRA BLV
- 7166 ALONDRA BLVD REHABILITATION FROM PIONEER BLV TO SHOEMAKER AV
- 7171 CIVIC CENTER REHABILITATION FROM NORWALK BLV TO CITY YARD
- 7177 NORWALK BLV / SAN ANTONIO DR REHABILITATION FROM FLORENCE AV TO ROSECRANS AV
- ▲ 7182 ALONDRA BLV REHABILITATION FROM GRIDLEY RD TO STUDEBAKER RD
- ▲ 7183 PIONEER BLV REHABILITATION FROM ROSECRANS AV TO IMPERIAL HWY
- ▲ 7184 CARMENITA RD REHABILITATION FROM ROSECRANS AV TO I-5 FREEWAY
- ▲ 7185 SHOEMAKER RD REHABILITATION FROM ROSECRANS AV TO FIRESTONE FRONTAGE RD
- 7186 HOXIE AV IMPROVEMENTS FROM METRO GREENLINE ENTRY TO FIRESTONE ON/OFF RAMP
- 7187 BUSPAD FOR BUS STOP AT IMPERIAL HWY AND JERSEY AV-ON SOUTHSIDE
- 7188 BUSPAD FOR BUS STOP AT ALONDRA BLV AND ELMCROFT AV-ON NORTHSIDE
- 7189 BUS STOP AT IMPERIAL HWY AND JERSEY AV ADA IMPROVEMENTS TO SIDE PANEL-NORTHSIDE
- 7192 LOCAL STREETS REHABILITATION -CENTRAL AREA OF THE CITY
- * 7220 CENTRACS
- 7225 IMPROVEMENTS AT FIRESTONE BLV AND IMPERIAL HWY
- 7228 TRAFFIC SIGNAL AND CURB RAMP IMPROVEMENT - ROSECRANS AV BETWEEN STUDEBAKER RD & CARMENITA RD
- 7229 TRAFFIC SIGNAL AND CURB RAMP IMPROVEMENT - STUDEBAKER RD BETWEEN ALONDRA BLVD & ROSECRANS AV
- 7230 TRAFFIC SIGNAL AND CURB RAMP IMPROVEMENT - IMPROVEMENT - SAN ANTONIO/NORWALK BLVD BETWEEN ROSECRANS AV & CIVIC CENTER DR

PARKS SYSTEM

- 7332 GERDES PARK MAIN BUILDING - REROOF
- ## WATER SYSTEM
- 7424 NORWALK PARK WELL NO 10 - PHASE II
 - 7431 WATER SYSTEM INTERCONNECTION ACROSS I-5 AT RR R.O.W.
 - 7432 IRON/MAGNESIUM ADJUSTMENT AT WATER WELL NO 10
 - * 7433 DESIGN OF CAPITAL PROJECTS
 - 7434 WATER MAIN REPLACEMENTS-PHASE III

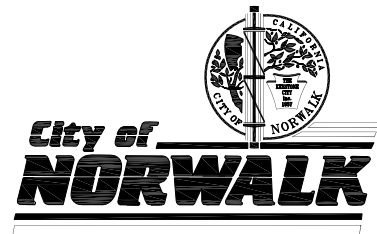
SEWER SYSTEM

- * 7510 SEWER HOT SPOT REPLACEMENT

PUBLIC FACILITIES IMPROVEMENTS

- * 7749 BUS STOP IMPROVEMENTS
- 7759 METROLINK PEDESTRIAN AND BICYCLE IMPROVEMENTS
- 7760 TRANSPORTATION CENTER IMPROVEMENTS
- 7768 SPROUL ROOM AC
- 7776 CITY HALL RAMP IMPROVEMENTS
- 7783 SPROUL MUSEUM/HARGITT HOUSE PAINTING
- 7784 CITY HALL WATER MAIN REPLACEMENT

- * Project is not location specific or has multiple locations and therefore is not shown on the map.
- ▲ Design only



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CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2014 ADOPTED FUNDING	FY 2014 ESTIMATED EXPENDITURES	FY 2014 ESTIMATED CARRYOVER	FY 2015 NEW APPROPRIATION	STATUS / COMMENTS
		Street Improvements					
	7147	Firestone Blvd Bridge Over San Gabriel River					
227-70-7147	7147-227	Proposition "C"	-	-	-	350,000	
427-70-7147	7147-427	MTA & LA County Grant	1,341,853	259,227	1,082,627		
429-70-7147	7147-429	HBRR Program	1,977,621	747,252	1,230,370		Bridge replacement construction began April 2014 and is scheduled to be completed in September 2015.
429-70-7147	7147-429C	HBRR Program (Construction)	10,474,500	-	10,474,500		
		Total of Carryover and New Appropriations				13,137,496	
		Median Improvements at Pioneer Blvd from Rosecrans Ave to Alondra Blvd (Phase 2 & 3)					
401-70-7149	7149-401	Prop 1B Transportation Enhancement	1,539,859	24,197	1,515,662		Installation of medians and repaving to be completed following utilities undergrounding.
411-70-7149	7149-411	Activities (TEA)	1,747,948	-	1,747,948		
		Total of Carryover and New Appropriations				3,263,610	
		Alondra Blvd Rehabilitation (Pioneer Blvd to Shoemaker Ave)					
227-70-7166	7166-227	Proposition "C"	107,597	9,931	97,666		Rehabilitate Alondra Blvd from Pioneer Blvd to Shoemaker Ave. Construction to begin in October 2014.
425-70-7166	7166-425	TDA Article 3 Surface Transportation Program	66,768	-	66,768		
430-70-7166	7166-430	(STPL)	1,346,435	-	1,346,435		
		Total of Carryover and New Appropriations				1,510,869	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2014 ADOPTED FUNDING	FY 2014 ESTIMATED EXPENDITURES	FY 2014 ESTIMATED CARRYOVER	FY 2015 NEW APPROPRIATION	STATUS / COMMENTS
	7171	Repave Civic Center Drive - Norwalk Blvd to Yard					
227-70-7171	7171-227	Proposition "C"	331,915	647	331,268		Construction is expected to be completed in Winter 2014.
425-70-7171	7171-425	TDA Article 3	35,000	-	35,000		
		Total of Carryover and New Appropriations				366,268	
	7177	Norwalk Blvd/San Antonio Dr Rehabilitation - Florence Ave to Rosecrans Ave					
405-70-7177	7177-405	MTA Prop C I-5 Mitigation	1,989,794	554,099	1,435,695		Construction is scheduled to be completed by early July.
		Total of Carryover and New Appropriations				1,435,695	
	7182	Alondra Blvd Rehab from Gridley Rd to Studebaker Ave (Design)					
227-70-7182	7182-227	Proposition "C"	85,000	365	84,635		Design is scheduled to be completed by November 2014.
		Total of Carryover and New Appropriations				84,635	
	7183	Pioneer Blvd from Rosecrans Ave to Imperial Hwy (Design)					
227-70-7183	7183-227	Proposition "C"	100,000	40,186	59,814		Design is scheduled to be completed by July 2014.
		Total of Carryover and New Appropriations				59,814	
	7184	Carmenita Rd from Rosecrans Ave to the I-5 (Design)					
227-70-7184	7184-227	Proposition "C"	70,000	306	69,694		Design is scheduled to be completed by November 2014.
		Total of Carryover and New Appropriations				69,694	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2014 ADOPTED FUNDING	FY 2014 ESTIMATED EXPENDITURES	FY 2014 ESTIMATED CARRYOVER	FY 2015 NEW APPROPRIATION	STATUS / COMMENTS
	7185	Shoemaker Ave from Rosecrans Ave to Firestone Frontage Rd (Design)					
227-70-7185	7185-227	Proposition "C"	50,000	318	49,682		Design is scheduled to be completed by November 2014.
		Total of Carryover and New Appropriations				49,682	
	7186	Hoxie Improvement from Metro Greenline Entry to Firestone On/Off Ramps					
426-70-7186	7186-426	Highway User Tax (HUT) Section 2103	100,000	-	100,000		Improve pedestrian walkway on Hoxie Ave in conjunction with planned traffic mitigation improvements by Caltrans and Metro. Design underway for landscape improvements in Cal Trans right-of-way along Hoxie Ave from Greenline entry to Firestone Blvd on/off ramp.
		Total of Carryover and New Appropriations				100,000	
	7187	Buspad for Bus Stop @ Imperial Hwy & Jersey Ave (Southside)					
227-70-7187	7187-227	Proposition "C"	199,910	0	199,910		Bus pad installation is scheduled to be completed in Winter 2014.
		Total of Carryover and New Appropriations				199,910	
	7188	Buspad for Bus Stop @ Alondra Blvd & Elmcroft Ave (Northside)					
227-70-7188	7188-227	Proposition "C"	199,910	-	199,910	(80,000)	Bus pad installation is scheduled to be completed in Winter 2014.
		Total of Carryover and New Appropriations				119,910	
	7189	Bus Stop @ Imperial Hwy & Jersey Ave (Northside) ADA improvements to side panels					
227-70-7189	7189-227	Proposition "C"	40,000	573	39,427	80,000	Bus stop is scheduled to be completed in Winter 2014.
		Total of Carryover and New Appropriations				119,427	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2014 ADOPTED FUNDING	FY 2014 ESTIMATED EXPENDITURES	FY 2014 ESTIMATED CARRYOVER	FY 2015 NEW APPROPRIATION	STATUS / COMMENTS
	7192	Local Street Rehab-Central Area of City					
425-70-7192	7192-425	TDA Article 3 Highway User Tax (HUT)	50,000	-	50,000		Design will be completed in Fall 2014.
426-70-7192	7192-426	Section 2103	450,000	2,410	447,590		
Total of Carryover and New Appropriations						497,590	
Traffic Improvements							
	7220	Upgrade Traffic Management Center to CENTRACS					
427-70-7220	7220-427	MTA & LA County Grant	13,370	-	13,370		Upgrade traffic signal controllers & cabinets and install wireless communications at 23 intersections. Upgrade traffic signal control system software to CENTRACS.
Total of Carryover and New Appropriations						13,370	
	7225	Firestone Blvd / Imperial Hwy Improvements					
426-70-7225	7225-426	Highway User Tax (HUT) Section 2103	100,000	640	99,360		Work includes median relocation and sidewalk improvements in conjunction with County's installation of traffic signal controller.
Total of Carryover and New Appropriations						99,360	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2014 ADOPTED FUNDING	FY 2014 ESTIMATED EXPENDITURES	FY 2014 ESTIMATED CARRYOVER	FY 2015 NEW APPROPRIATION	STATUS / COMMENTS
	7228	Traffic Signal and Curb Ramp Improvement - Rosecrans Ave. between Studebaker Rd. & Carmenita Rd.					
228-70-7228	7228-228	Measure "R" Local Return	126,900	-	126,900		Upgrade traffic signals and install pedestrian countdown heads - Rosecrans Ave between Studebaker Rd and Carmenita Rd.
409-70-7228	7228-409	HSIP Grant	1,267,800	-	1,267,800		
Total of Carryover and New Appropriations						1,394,700	
	7229	Traffic Signal and Curb Ramp Improvement - Studebaker Rd. between Alondra Blvd. & Rosecrans Ave.					
228-70-7229	7229-228	Measure "R" Local Return	80,400	-	80,400		Install pedestrian countdown heads and upgrade traffic signals and curb ramps - Studebaker Rd between Alondra Blvd and Rosecrans Ave.
409-70-7229	7229-409	HSIP Grant	801,700	-	801,700		
Total of Carryover and New Appropriations						882,100	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2014 ADOPTED FUNDING	FY 2014 ESTIMATED EXPENDITURES	FY 2014 ESTIMATED CARRYOVER	FY 2015 NEW APPROPRIATION	STATUS / COMMENTS
	7230	Traffic Signal and Curb Ramp Improvement - San Antonio Dr/Norwalk Blvd between Rosecrans Ave & Civic Center Dr					
228-70-7230	7230-228	Measure "R" Local Return	90,000	-	90,000		Install pedestrian countdown heads and upgrade traffic signals and curb ramps- San Antonio Dr/Norwalk Blvd between Rosecrans Ave and Civic Center Dr and Civic Center Dr between Norwalk Blvd and Bloomfield Ave.
409-70-7230	7230-409	HSIP Grant	897,600	-	897,600		
Total of Carryover and New Appropriations						987,600	
		Park Facilities					
	7332	Gerdes Park Main Building - Reroof					
747-70-7332	7332-747	Building Renovation Fund	120,000	6	119,994		Installation of energy efficient "cool" roof and replacement of two ea. 5-ton, existing A/C units.
Total of Carryover and New Appropriations						119,994	
		Water					
	7424	Norwalk Park Well No 10 - Phase II					
702-70-7424	7424-702	Water Enterprise Fund	419,638	121,706	297,932		Install well equipment and transmission mains at Norwalk Park Well No.10.
Total of Carryover and New Appropriations						297,932	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2014 ADOPTED FUNDING	FY 2014 ESTIMATED EXPENDITURES	FY 2014 ESTIMATED CARRYOVER	FY 2015 NEW APPROPRIATION	STATUS / COMMENTS
	7431	Water system interconnection across I-5 at railroad right-of-way					As I-5 Widening Segment 5 is being implemented, plans are to install a water pipe to connect City's two water sectors separated by I-5 Freeway and railroad.
702-70-7431	7431-702	Water Enterprise Fund	543,514	45,095	498,419		
		Total of Carryover and New Appropriations				498,419	
	7432	Iron/Magnesium pH Adjustment - Well No.10					Installation of a Iron/Magnesium pH system for Well No.10 to neutralize pH levels in the groundwater in order to improve the aesthetics of the water.
702-70-7432	7432-702	Water Enterprise Fund	125,000	-	125,000		
		Total of Carryover and New Appropriations				125,000	
	7433	Design of Capital Projects - Engineering Plan & Specifications					Engineering design, plans, and specs for capital improvement projects upon completion of Water Master Plan.
702-70-7433	7433-702	Water Enterprise Fund	250,000	-	250,000		
		Total of Carryover and New Appropriations				250,000	
	7434	Water Main Replacements - Phase III					Replacement of undersized and deteriorated water mains on Harvard, Cedarvale, Faculty from Maidstone to Flallon; Jersey from Dartmouth to Chesteron; Elmhurst east of Jersey; Dartmouth east of Jersey; Flallon from College to Harvard.
702-70-7434	7434-702	Water Enterprise Fund	960,000	-	960,000		
		Total of Carryover and New Appropriations				960,000	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2014 ADOPTED FUNDING	FY 2014 ESTIMATED EXPENDITURES	FY 2014 ESTIMATED CARRYOVER	FY 2015 NEW APPROPRIATION	STATUS / COMMENTS
		Sewer					
	7510	Sewer System Replacement - Phase I					Engineering design, and replacement/lining of deteriorated sewer main lines - year 1 of 50.
704-70-7510	7510-704	Sewer Enterprise Fund	804,339	5,220	799,119		Six locations have been identified as hot spots for sewer replacement: Alondra at Horst, Firestone West of Woods, Firestone at Imperial, Front West of Paddison, Imperial near Hoxie, Pioneer and North of Alondra. (Design and Construction)
			Total of Carryover and New Appropriations			799,119	
		Public Facilities Improvements					
	7749	Bus Stop Improvements					This project will commence in FY14/15; delay was due to competing capital projects and pending sale of State Bonds to secure matching funds which were recently awarded by the State Controller's Office.
711-70-7749	7749-711	PTMISEA- Prop 1B	60,000	-	60,000		
712-70-7749	7749-712	FTA Grants	240,000	-	240,000		
			Total of Carryover and New Appropriations			300,000	
	7759	Metrolink Pedestrian & Bicycle Improvements					This project will commence in FY14/15. City Council approved an agreement with La Cañada Design Group (LCDG) for architectural design, engineering and final construction drawings for the facility improvements at the Norwalk Transportation/Public Services Facility.
410-70-7759	7759-410	ARRA - FTA	12,282	12,282	-		
711-70-7759	7759-711	PTMISEA- Prop 1B	43,466	-	43,466	100,000	
712-70-7759	7759-712	FTA Grants	186,147	-	186,147	400,000	
			Total of Carryover and New Appropriations			729,613	

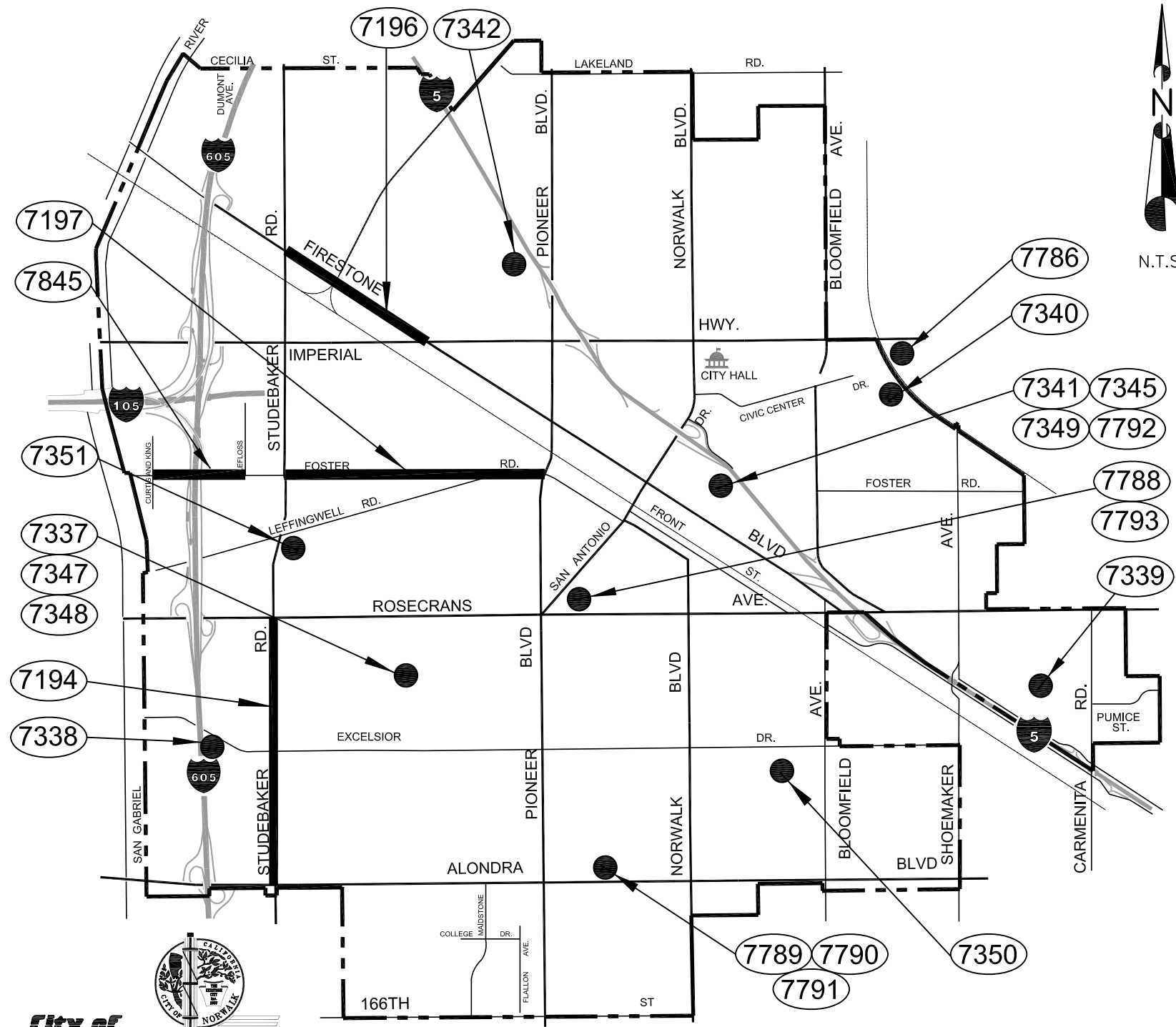
CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2014 ADOPTED FUNDING	FY 2014 ESTIMATED EXPENDITURES	FY 2014 ESTIMATED CARRYOVER	FY 2015 NEW APPROPRIATION	STATUS / COMMENTS
	7760	Transportation Center Improvements					
410-70-7760	7760-410	ARRA - FTA	70,436	2,500	67,936		The CNG Refueling Station will be completed by mid-October 2014 and Vehicle Maintenance Facility Upgrades will be completed by July 2014. Tenant Improvements and Bus Wash Station construction will commence in Winter 2014.
711-70-7760	7760-711	PTMISEA- Prop 1B	625,858	3,579	622,280	284,332	
712-70-7760	7760-712	FTA Grants	2,491,342	66,228	2,425,114	1,099,185	
Total of Carryover and New Appropriations						4,498,847	
	7768	Sproul Room Air Conditioning					
747-70-7768	7768-747	Building Renovation Fund	60,000	13,012	46,988		Replace the two existing 12-ton air conditioning units.
Total of Carryover and New Appropriations						46,988	
	7776	City Hall Ramp Improvement					
747-70-7776	7776-747	Building Renovation Fund	35,500	-	35,500		Replacement of City Hall east entrance ramp surface; includes new ADA handrails and sidewalk improvement.
Total of Carryover and New Appropriations						35,500	
	7783	Sproul Museum / Hargitt House Painting					
747-70-7783	7783-747	Building Renovation Fund	55,000	-	55,000		Repainting exterior of Sproul Museum and Hargitt House, along with wood/stair repairs at Hargitt House.
Total of Carryover and New Appropriations						55,000	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2014 ADOPTED FUNDING	FY 2014 ESTIMATED EXPENDITURES	FY 2014 ESTIMATED CARRYOVER	FY 2015 NEW APPROPRIATION	STATUS / COMMENTS
	7784	City Hall Water Main Replacement					
101-70-7784	7784-101	General Fund	8,125	157	7,968		Replace approx 150' of deteriorated water main (galvanized steel) with new ductile iron pipe from outside building to the meter.
747-70-7784	7784-747	Building Renovation Fund	30,000	-	30,000		
Total of Carryover and New Appropriations						37,968	
			<u>\$ 32,822,529</u>	<u>\$ 1,909,936</u>	<u>\$ 30,912,593</u>	<u>2,233,517</u>	
Number of carryover projects	33	CARRYOVER CAPITAL PROJECTS - TOTAL				<u><u>\$ 33,146,110</u></u>	

NEW CAPITAL PROJECTS FY 2014-2015



STREET AND TRAFFIC IMPROVEMENTS

- 7194 ALLEYS - WESTSIDE STUDEBAKER RD BETWEEN ALONDRA BLVD AND ROSECRANS AV
- * 7195 I-605 HOTSPOTS
- 7196 FIRESTONE GUARDRAIL
- 7197 FOSTER SIDE PANEL
- * 7198 CURB, GUTTER AND SIDEWALK REPAIR

PARKS SYSTEM

- 7337 GERDES PARK IMPROVEMENTS
- 7338 GLAZIER PARK IMPROVEMENTS
- 7339 RAMONA PARK IMPROVEMENTS
- 7340 ZIMMERMAN PARK IMPROVEMENTS
- 7341 SPROUL RECEPTION CENTER UPGRADES
- 7342 SARA MENDEZ PARK IMPROVEMENTS
- * 7343 LASER LEVEL - SCHOOL PROPERTY
- * 7344 LASER LEVEL - PARKS
- 7345 NORWALK PARK - LIGHTING UPGRADE
- * 7346 PLAYGROUND EQUIPMENT - GLAZIER, NORWALK, RAMONA AND ZIMMERMAN PARKS
- 7347 GERDES PARK - MURAL RACQUETBALL COURT
- 7348 GERDES PARK - MULTI-PURPOSE & KITCHEN REMODEL
- 7349 AQUATIC CENTER POOL RE-PLASTER
- 7350 HOLIFIELD PARK - ROOF REPLACEMENT
- 7351 CORVALIS SNACK SHACK/BAR

* Project is not location specific or has multiple locations and therefore is not shown on the map.
 ▲ Design only

WATER SYSTEM

- ▲ * 7435 CONNECTION CENTRAL TO SOUTHERN SYSTEM (DESIGN)
- * 7436 CONNECTION CENTRAL TO SOUTHERN SYSTEM (PIPELINE)
- * 7437 WATER MAIN REPLACEMENT & UPGRADE - CENTRAL SYSTEM (PIPELINE)

SEWER SYSTEM

- * 7511 SEWER SYSTEM REPLACEMENT - PHASE II

PUBLIC FACILITIES IMPROVEMENTS

- 7786 BUSES/MAINTENANCE EQUIPMENT STORAGE FACILITY
- * 7787 CARPET REPLACEMENT - CITY WIDE
- 7788 SENIOR CENTER - UPGRADES
- 7789 SOCIAL SERVICES - UPGRADES
- 7790 SOCIAL SERVICES - RESTROOM
- 7791 SOCIAL SERVICES - ROOF REPLACEMENT
- 7792 HVAC - NASC/CMC
- 7793 SENIOR CENTER - STORAGE ROOM

MISCELLANEOUS IMPROVEMENTS

- * 7844 UTILITY ART BOXES
- 7845 BEAUTIFICATION FOSTER GREENBELT
- * 7846 FILTERRA SYSTEM

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NEW CAPITAL PROJECTS

<u>BUDGET UNIT</u>	<u>PROJECT NUMBER</u>	<u>DESCRIPTION / FUNDING SOURCES</u>	<u>FY 2015 ADOPTED APPROPRIATIONS</u>	<u>FY 2015 FUNDING DETAIL</u>	<u>STATUS / COMMENTS</u>
		Street Improvements			
	7194	Alleys - Westside Studebaker Rd between Alondra Blvd and Rosecrans Ave	350,000		Design for alley improvements Westside of Studebaker between Alondra and Rosecrans.
228-70-7194	7194-228	Measure "R" Local Return		350,000	
	7195	I-605 Hotspots	4,570,000		Four locations identified as Studebaker/Rosecrans, Pioneer/Imperial, Bloomfield /Imperial, and Studebaker/Alondra.
428-70-7195	7195-428	MTA Measure "R" (I 605 Mitigation)		4,570,000	
	7196	Firestone Guardrail	116,000		Installation of replacement guardrail on both sides of Firestone Blvd from Orr and Day Rd to Studebaker Rd.
227-70-7196	7196-227	Proposition "C"		116,000	
	7197	Foster Side Panel	50,000		Remove existing hardscape, landscaping and bottlebrush trees, irrigation repairs, new sidewalks and landscape material on Foster Rd from Pioneer Blvd to Studebaker Rd.
228-70-7197	7197-228	Measure "R" Local Return		50,000	
	7198	Curb, Gutter and Sidewalk Repair	710,000		Citywide curb, gutter and sidewalk repair/replacement per study completed in FY 13/14.
228-70-7198	7198-228	Measure "R" Local Return		710,000	

NEW CAPITAL PROJECTS

<u>BUDGET UNIT</u>	<u>PROJECT NUMBER</u>	<u>DESCRIPTION / FUNDING SOURCES</u>	<u>FY 2015 ADOPTED APPROPRIATIONS</u>	<u>FY 2015 FUNDING DETAIL</u>	<u>STATUS / COMMENTS</u>
		Parks Systems			
	7337	Gerdes Park Improvements	104,200		Exterior painting of main building, remodel of snack bar restrooms and rehabilitation of main restrooms, interior repairs/painting, replacement of Edison electric cabinet, lighting upgrades, paint of racquetball and basketball courts, landscaping.
743-70-7337	7337-743	Park Equipment/Renovation Fund		104,200	
	7338	Glazier Park Improvements	83,600		Exterior and interior painting, remodel of restrooms, irrigation replacement, monument sign, picnic shelter replacement., BBQ, benches, picnic tables, landscaping, paint basketball court, and lighting upgrades.
743-70-7338	7338-743	Park Equipment/Renovation Fund		83,600	
	7339	Ramona Park Improvements	68,200		Exterior and interior painting, remodel of restrooms, remodel of countertops/sink, benches, repairs to wood trim, lighting upgrades, chain link repairs for ballfield, racquetball painting.
743-70-7339	7339-743	Park Equipment/Renovation Fund		68,200	
	7340	Zimmerman Park Improvements	129,000		Roof replacement, interior and exterior painting, restroom remodel, lighting upgrades, landscaping/irrigation repairs, door and window replacement for security, picnic tables, signage and benches.
743-70-7340	7340-743	Park Equipment/Renovation Fund		129,000	
	7341	Sproul Reception Center Upgrades	65,000		Installation of new steel doors w/panic hardware, exterior painting, perimeter plant material and irrigation repairs, and rebuild of planter borders.
747-70-7341	7341-747	Building Renovation Fund		65,000	

NEW CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2015 ADOPTED APPROPRIATIONS	FY 2015 FUNDING DETAIL	STATUS / COMMENTS
	7342	Sara Mendez Park Improvements	216,100		
743-70-7342	7342-743	Park Equipment/Renovation Fund		216,100	Restore park improvements removed during I-5 widening project including landscaping, fencing, curb, gutter, and trash enclosure.
	7343	Laser level - School Property	63,700		
743-70-7343	7343-743	Park Equipment/Renovation Fund		63,700	Laser leveling of (8) infields and outfields at school property ballfields.
	7344	Laser level - Parks	135,750		
743-70-7344	7344-743	Park Equipment/Renovation Fund		135,750	Laser leveling of (12) outfields and (2) soccer fields at city parks.
	7345	Norwalk Park-Lighting Upgrade	21,000		
743-70-7345	7345-743	Park Equipment/Renovation Fund		21,000	Upgrading of existing walkway and parking lot lighting to energy efficient lighting.
	7346	Playground equipment - Glazier, Norwalk, Ramona and Zimmerman Parks	675,000		
743-70-7346	7346-743	Park Equipment/Renovation Fund		675,000	Installation of new park playground equipment.
	7347	Gerdes Park-Mural Racquetball Court	13,800		
418-70-7347	7347-418	Art in Public Places		13,800	Design and painting of mural for back of existing racquetball court wall (facing Mapledale) to incorporate sports theme, including graffiti coating.

NEW CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2015 ADOPTED APPROPRIATIONS	FY 2015 FUNDING DETAIL	STATUS / COMMENTS
	7348	Gerdes Park-Multi-Purpose& Kitchen Remodel	20,200		Replacement of old kitchen appliances, kitchen and multi-purpose room cabinets and countertops.
743-70-7348	7348-743	Park Equipment/Renovation Fund		20,200	
	7349	Aquatic Center Pool Re-plaster	75,000		Replaster of main pool to alleviate rusting, pitting and hazardous conditions. Existing pool surface is over 8 years old.
747-70-7349	7349-747	Building Renovation Fund		75,000	
	7350	Holifield Park-Roof Replacement	128,000		Replacement of main snack bar, small snack bar and office/restroom roofs.
747-70-7350	7350-747	Building Renovation Fund		128,000	
	7351	Corvallis Snack Shack/Bar	175,000		20'x8' Complete snack bar trailer to be used at Corvallis Middle School for the Norwalk Little League. The trailer meets both LA County and California Code Requirements.
101-70-7351	7351-101	General Fund		175,000	
		Water			
	7435	Connection Central to Southern System (Design)	400,000		Prepare design documents to connect central water system to southern water system.
702-70-7435	7435-702	Water Enterprise Fund		400,000	

NEW CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2015 ADOPTED APPROPRIATIONS	FY 2015 FUNDING DETAIL	STATUS / COMMENTS
	7436	Connection Central to Southern System (Pipeline)	4,000,000		Construct pipeline and system upgrades to connect central water system to southern water system .
702-70-7436	7436-702	Water Fund		4,000,000	
	7437	Water Main Replacement & Upgrade - Central System (Pipeline)	2,500,000		Main replacement and upgrades for the central water system to mitigate water aesthetics
702-70-7437	7437-702	Water Fund		2,500,000	
		Sewer			
	7511	Sewer System Replacement - Phase II	1,060,900		Engineering design, and replacement/lining of deteriorated sewer main lines - year 2 of 50.
704-70-7511	7511-704	Sewer Enterprise Fund		1,060,900	Six locations have been identified as hot spots for sewer replacement: Lyndora at Gridley, Leffingwell at Studebaker, Sibley at Graystone, easement North of Aegean West of Norwalk, easement North of Bayla West of Norwalk, and easement West of Benfield North of Mapledale.
		Public Facilities Improvements			
	7786	Buses/Maintenance Equipment Storage Facility	1,233,750		Phase I of this project which will include Environmental assessment & Preliminary Design services. RFP #14-12 for "Providing Professional Services in a Phase II Assessment of a Former Landfill Property" (Environmental Consulting Services) was released on March 24, 2014 with proposals due on May 22, 2014.
227-70-7786	7786-227	Proposition "C"		258,750	
712-70-7786	7786-712	FTA Grants		975,000	

NEW CAPITAL PROJECTS

<u>BUDGET UNIT</u>	<u>PROJECT NUMBER</u>	<u>DESCRIPTION / FUNDING SOURCES</u>	<u>FY 2015 ADOPTED APPROPRIATIONS</u>	<u>FY 2015 FUNDING DETAIL</u>	<u>STATUS / COMMENTS</u>
	7787	Carpet Replacement - City Wide	48,600		
747-70-7787	7787-747	Building Renovation Fund		48,600	Senior Center-pool room, exercise and fitness rooms, NASC-lobby/hallways, Sproul Room, City Hal I -Community Development., Human Resourses, information booth and room 5 lobby, Transit/Public Services - lobby of 2nd and 3rd floors.
	7788	Senior Center - Upgrades	24,200		
747-70-7788	7788-747	Building Renovation Fund		24,200	Concrete staining of side entrance and patio, lighting and ceiling tile replacement in kitchen area to energy efficient fixtures, repair roof leak in Activity Room B and computer server room.
	7789	Social Services-Upgrades	15,500		
747-70-7789	7789-747	Building Renovation Fund		15,500	Concrete staining of entrance, painting of wrought iron fencing around facility - along Social Services and Alondra Library parking lots.
	7790	Social Services-Restroom	65,000		
747-70-7790	7790-747	Building Renovation Fund		65,000	Remodel existing public restrooms as well as staff (interior) restrooms at facility.
	7791	Social Services-Roof Replacement	112,000		
747-70-7791	7791-747	Building Renovation Fund		112,000	Replace existing roof with energy efficient "cool" roof. Includes design services.
	7792	HVAC - NASC/CMC	410,000		
747-70-7792	7792-747	Building Renovation Fund		410,000	Replacement of 14 existing units with energy efficient A/C units. Units originally installed in 1990 and 1994.
	7793	Senior Center - Storage Rooms	145,000		
101-70-7793	7793-101	Building Renovation Fund		145,000	Addition and modification of storage rooms.

NEW CAPITAL PROJECTS

<u>BUDGET UNIT</u>	<u>PROJECT NUMBER</u>	<u>DESCRIPTION / FUNDING SOURCES</u>	<u>FY 2015 ADOPTED APPROPRIATIONS</u>	<u>FY 2015 FUNDING DETAIL</u>	<u>STATUS / COMMENTS</u>
		Miscellaneous Improvements			
	7844	Utility Art Boxes	6,000		Beautification of utility boxes with original paintings completed by several youth from the community in various locations throughout the City.
418-70-7844	7844-418	Art in Public Places		6,000	
	7845	Beautification Foster Greenbelt	41,000		Installation of plant material, hardscape material and irrigation repairs to remaining 3 sections of Foster Greenbelt. Section 1 completed FY13/14.
101-70-7845	7845-101	General Fund		41,000	
	7846	Filtterra System	140,000		Install 2 tree box filters. The tree box filters are biotreatment systems enclosed in concrete boxes or other sub-surface structures that drain runoff from paved areas via a standard storm drain inlet structure. These facilities function as a filtration device that removes pollutants through a variety of physical, biological, and chemical treatment processes.
101-70-7846	7846-101	General Fund		140,000	
No. of New Projects:	34	NEW CAPITAL PROJECTS - TOTAL	\$ 17,971,500	\$ 17,971,500	

MAYOR & COUNCIL

ACTIVITIES AND OBJECTIVES

Description of Activities

The City Council is a five-member board elected to represent the residents of Norwalk. The City Council meets on the first and third Tuesday of each month and conducts special meetings as needed. At these public meetings, the City Council makes policy determinations; provides Strategic Action Plan direction; approves agreements and contracts; adopts ordinances (local laws) and regulations; and authorizes all expenditures of City funds. In addition, the City Council reviews and adopts an annual City Budget. The City Council also develops and maintains significant intergovernmental relations with other local, state, and federal agencies in order to ensure the economic vitality of Norwalk.

The City Council also serves as the Board of Directors of the Norwalk Successor Agency.

MAYOR & COUNCIL

ACTIVITY DETAIL

Account Number	Description	Cost
2110	<u>Conferences & Meetings:</u> City Council expenses related to conferences, seminars and meetings held within California	\$ 15,000

Budget Program: Mayor & Council, 1101

Full Time Positions

Part Time Positions

Position Title	FY 13-14	FY 14-15	FY 13-14	FY 14-15	Position Title	FY 13-14	FY 14-15	FY 14-15	FY 13-14	FY 14-15
	Adopted Allocation	Adopted Allocation	Budgeted Salary	Budgeted Salary		Adopted Hours	Adopted Hours	Number of PT Positions	Budgeted Wages	Budgeted Wages
Executive Secretary	1.00	1.00	67,080	69,092						
Council Members	5.00	5.00	57,055	57,055						
TOTAL	6.00	6.00	124,135	126,147	TOTAL	-	-	-	-	-

MAYOR & COUNCIL

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-10-1101	1020	REG SALARIES & WAGES	123,693	124,135	123,824	126,147
101-10-1101	1049	BI-LINGUAL/CERTIFICATE PAY	550	-	-	-
101-10-1101	1052	AUTO ALLOWANCE	30,000	30,000	30,000	30,000
101-10-1101	1054	CELLPHONE ALLOWANCE	900	900	901	900
101-10-1101	1076	DEFERRED COMP-COUNCIL	39,511	-	32,629	-
101-10-1101	1078	MANAGEMENT BENEFIT 401A	1,141	1,142	1,138	1,142
101-10-1101	1080	MEDICARE	2,617	3,189	2,615	2,816
101-10-1101	1081	MGMT BENEFIT/MEDICAL	27,386	64,841	25,645	37,144
101-10-1101	1082	PERS - EMPLOYEES' PORTION	8,114	9,931	9,906	9,401
101-10-1101	1083	PERS - EMPLOYER PORTION	18,118	23,349	23,290	25,819
101-10-1101	1085	LIFE INSURANCE	900	906	886	913
101-10-1101	1088	LONG-TERM DISABILITY INSURANCE	664	678	675	698
101-10-1101	1090	MEDICAL INS - FT EMPLOYEES	33,050	34,680	34,424	36,647
101-10-1101	1091	DENTAL INS - FT EMPLOYEES	6,981	8,434	6,964	8,378
101-10-1101	1092	VISION INS - FT EMPLOYEES	1,483	1,892	1,511	1,910
101-10-1101	1095	MEDICAL INS - RETIREES	52,196	48,496	39,755	36,100
101-10-1101	1096	UNEMPLOYMENT INSURANCE	-	97	-	43
101-10-1101	1097	WORKER'S COMPENSATION	1,561	1,346	1,344	1,383
PERSONNEL EXPENDITURES:			348,866	354,016	335,508	319,442

MAYOR & COUNCIL

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-10-1101	2108	CONFERENCE/OUT OF STATE	1,905	-	-	-
101-10-1101	2110	CONFERENCES & MEETINGS	10,618	10,000	17,000	15,000
101-10-1101	2140	OFFICE SUPPLIES	2,496	1,800	2,000	2,000
101-10-1101	2190	TELEPHONE & FAX	2,858	2,400	2,400	2,300
101-10-1101	2660	COUNCIL REORGANIZATION EVENT	8,355	6,500	6,500	6,500
101-10-1101	2663	KELLEY- DISCR EXP	8,522	10,000	10,000	10,000
101-10-1101	2664	MENDEZ - DISCR EXP	9,750	10,000	10,000	10,000
101-10-1101	2666	RODARTE - DISCR EXP	8,671	10,000	10,000	10,000
101-10-1101	2667	SHRYOCK - DISCR EXP	9,114	10,000	10,000	10,000
101-10-1101	2668	VERNOLA - DISCR EXP	10,000	10,000	10,000	10,000
OPERATING EXPENDITURES:			72,288	70,700	77,900	75,800
101-10-1101	3870	C/O-FURINTURE & FIXTURE	5,770	-	-	-
GENERAL FUND - MAYOR & COUNCIL TOTAL:			426,924	424,716	413,408	395,242

COMMUNITY PROMOTION COMMISSION

ACTIVITIES AND OBJECTIVES

Description of Activities

The Community Promotion Commission's activities include the promotion of Community and City activities, events, programs and services. Annual events include the Home & Business Beautification contest.

COMMUNITY PROMOTION COMMISSION
ACTIVITY DETAIL

Account Number	Description	Cost
2260	<u>Development & Promotion:</u> Commission programs include the Home & Business Beautification Contest	\$ 1,350

INTERNATIONAL FRIENDSHIP COMMISSION

ACTIVITIES AND OBJECTIVES

Description of Activities

The International Friendship Commission is a five member advisory board appointed by City Council to provide input on the US Mexico Sister Cities program with Morelia, Michoacan, Mexico. This youth and adult cultural programs endeavors are diverse as they include programming in the areas of business, education, and cultural activities.

Fiscal Year 2014-2015 Objectives

- Promote a cultural program.
- Participate in Sister Cities Conference activities.

INTERNATIONAL FRIENDSHIP COMMISSION
ACTIVITY DETAIL

Account Number	Description	Cost
2111	<u>Memberships:</u> United States/Mexico Sister Cities Association	\$ 200

PARKS AND RECREATION COMMISSION

ACTIVITIES AND OBJECTIVES

Description of Activities

The Parks and Recreation Commission serves as an advisory body to the City Council. The commission provides input from the community regarding the programs, activities and issues relating to recreation, cultural arts, and overall community events.

Fiscal Year 2014-2015 Objectives

- Assist the Recreation and Park Services Department with Citywide events and other activities and programs.
- The Commission currently conducts the Phone Home program during the night of the Halloween Festival. Our resident youth have an opportunity to receive prizes of a variety sorts up to the grand prize of a brand new bike. Local youth need to be home by 9:30 p.m. for an opportunity to win prizes. The goal is to get youth off the street at a decent hour and to reduce the amount of graffiti, and vandalism which happens on Halloween night.
- The Commission would also like to add three more events to their list. They would like to offer four activities/programs a year to the community. They are looking to add a pool party, an overnight campout and a Norwalk talent show.
- The Commission will review their four programs, evaluate the effectiveness of each, and make changes to enhance and improve each one as needed.

PARKS AND RECREATION COMMISSION
ACTIVITY DETAIL

Account Number	Description	Cost
2230	<u>Programs & Activities:</u> Programs organized and conducted by the Park and Recreation Commission: Talent Show 1,120 Phone Home Program 700 Overnight Camping 650 Pool Party 500	\$ 2,970

PLANNING COMMISSION

ACTIVITIES AND OBJECTIVES

Description of Activities

The Planning Commission is composed of five citizens appointed by the City Council to carry out functions mandated by State Law.

The Planning commission considers a wide variety of matters to fulfill its functions including the conduct of public hearing for all General Plan Amendments, Zone Changes, Conditional Use Permits, Zone Variances, and Text Amendments. The Commission also reviews and acts on a number of other applications for development, conducts hearings related to planning and zoning matters, reviews design criteria and standards on development proposals and considers appeals of administrative decisions. The Planning Commission also sits as the Norwalk Rehabilitation and Code Compliance Appeals Board.

Community Development personnel provide staff support for all activities of the Planning Commission and the Rehabilitation and Property Maintenance Appeals Board.

PLANNING COMMISSION
ACTIVITY DETAIL

Account Number	Description	Cost
2110	<u>Conferences & Meetings:</u> Annual planning conference registration and expenses for Commissioners	\$ 6,000
2112	<u>Expense Allowance:</u>	12,000
2170	<u>Special Materials & Supplies:</u>	250

PUBLIC SAFETY COMMISSION

ACTIVITIES AND OBJECTIVES

Description of Activities

The Public Safety Commission is a five member, Council appointed, advisory body which systematically addresses public safety issues in the City of Norwalk, including traffic safety, parking control, emergency preparedness, and the enforcement and enhancement of the Norwalk Municipal Code. The Commission reviews concerns brought before it and makes specific recommendations for improvement to the City Council. The Public Safety Commission serves as a resource through which citizens can voice their public safety issues and have these concerns addressed.

Fiscal Year 2014-2015 Objectives

- Conduct monthly Public Safety Commission meetings to address citizen safety concerns.
- Provide support and make recommendations to staff regarding various public safety issues that address quality of life issues affecting Norwalk and its citizens.

PUBLIC SAFETY COMMISSION
ACTIVITY DETAIL

Account Number	Description	Cost
2140	<u>Office Supplies:</u> General office supplies	\$ 500
2250	<u>Training:</u>	300

SENIOR COMMISSION

ACTIVITIES AND OBJECTIVES

Description of Activities

The Senior Commission serves as an advisory board to members of the Norwalk City Council. The Commission's purpose is to promote communication and cooperation among all patrons of the senior center. Provide a forum which encourages the discussion and resolution of concerns related to senior programs offered through the City of Norwalk as well as issues and needs pertaining to older adults in the community.

Fiscal Year 2014-2015 Objectives

- Continue to serve as an Advisory Board to City Council on senior issues.
- Serve as a liaison between staff, City Council, and the senior community of Norwalk in matters of concern to the senior community.
- Assist as requested on the Cell Phone Recycling Program (PREP)
- Assist in the recruitment of senior volunteers to support programs and services at the Norwalk Senior Center.
- Recommend to City Council nominee(s) for the Annual Norwalk Older American Volunteer Award (age 65 or older).

SENIOR COMMISSION
ACTIVITY DETAIL

Account Number	Description	Cost
2110	<u>Conferences & Meetings:</u> Aging network meetings	\$ 100
2111	<u>Memberships:</u> California Parks and Recreation Society	200
2230	<u>Programs & Activities:</u> Area Agency on Aging Older American Awards Luncheon, related presentations, badges, etc.	500

SOCIAL SERVICES COMMISSION

ACTIVITIES AND OBJECTIVES

Description of Activities

The Social Services Commission is a ten member advisory board appointed by City Council to provide input on social service related issues and to assist with promotion of departmental activities and special events.

Fiscal Year 2014-2015 Objectives

- Offer support to the Social Services Department.
- Promote and sponsor the annual Angel Tree Project.
- Consider and make recommendations to City Council regarding applications for receipt of Community Development Block Grant funding for social service agencies.

SOCIAL SERVICES COMMISSION
ACTIVITY DETAIL

Account Number	Description	Cost
2230	<u>Programs & Activities:</u> Awards & Recognition Activities	\$ 200

CITY COMMISSIONS

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-10-1123	2260	DEVELOPMENT AND PROMOTION	-	1,350	-	1,350
COMMUNITY PROMOTION COMMISSION:			-	1,350	-	1,350
101-10-1126	2111	MEMBERSHIPS	-	200	-	200
101-10-1126	2140	OFFICE SUPPLIES	-	200	-	200
INT'L FRIENDSHIP COMMISSION:			-	400	-	400
101-10-1127	2230	PROGRAMS & ACTIVITIES	500	2,970	1,000	2,970
PARK & RECREATION COMMISSION:			500	2,970	1,000	2,970
101-10-1128	2110	CONFERENCES & MEETINGS	525	6,000	3,500	6,000
101-10-1128	2112	EXPENSE ALLOWANCE	12,000	12,000	8,000	12,000
101-10-1128	2170	SPECIAL MAT'LS-SUPPLIES	236	250	250	250
PLANNING COMMISSION:			12,761	18,250	11,750	18,250

CITY COMMISSIONS

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-10-1129	2140	OFFICE SUPPLIES	-	500	28	500
101-10-1129	2250	TRAINING EXPENSE	-	300	-	300
PUBLIC SAFETY COMMISSION:			-	800	28	800
101-10-1130	2110	CONFERENCES & MEETINGS	-	100	-	100
101-10-1130	2111	MEMBERSHIPS	-	200	-	200
101-10-1130	2230	PROGRAMS & ACTIVITIES	-	500	-	500
SENIOR COMMISSION:			-	800	-	800
101-10-1131	2230	PROGRAMS & ACTIVITIES	154	200	-	200
SOCIAL SERVICES COMMISSION:			154	200	-	200
GENERAL FUND - CITY COMMISSIONS TOTAL:			13,414	24,770	12,778	24,770

ADMINISTRATION

ACTIVITIES AND OBJECTIVES

Description of Activities

Administration provides direct staff support to the City Manager who is responsible for making policy recommendations to the City Council and implementing City Council policy directives, including the Strategic Action Plan. Under the direction of the City Manager, the Administration Department oversees the general operation of all City Departments.

Administration directs the preparation of all City Council and Norwalk Successor Agency agendas; provides staff support for all City Council and Norwalk Successor Agency meetings; directs the preparation and submittal of an annual budget to the City Council and the Norwalk Successor Agency; and provides reports, analysis, and other information to the City Council and the Norwalk Successor Agency on an ongoing basis.

ADMINISTRATION

ACTIVITY DETAIL

Account Number	Description	Cost
2050	<u>Publications:</u> Subscriptions to municipal associations	\$ 100
2110	<u>Conferences & Meetings:</u> City Manager expenses related to conferences, seminars and meetings held within California	10,000
2111	<u>Memberships:</u> International City Management Association	2,250

Budget Program: Administration, 1201

Full Time Positions

Part Time Positions

Position Title	FY 13-14	FY 14-15	FY 13-14	FY 14-15	Position Title	FY 13-14	FY 14-15	FY 14-15	FY 13-14	FY 14-15
	Adopted Allocation	Adopted Allocation	Budgeted Salary	Budgeted Salary		Adopted Hours	Adopted Hours	Number of PT Positions	Budgeted Wages	Budgeted Wages
City Manager (a)	0.74	0.74	161,690	161,690						
Senior Executive Secretary	1.00	1.00	68,719	70,823						
Executive Secretary	0.85	0.00	57,014	-						
Office Assistant II	0.00	1.00	-	41,633						
Special Asst to the City Manager (b)	1.00	1.00	136,647	140,743						
(a) 20% SA-RDA, 1% CDBG, 5% Water										
(b) 100% funded through MTA and Gateway Cities										
TOTAL	3.59	3.74	424,070	414,889	TOTAL	-	-	-	-	-

CITY MANAGER'S OFFICE / ADMINISTRATION

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-10-1201	1020	REG SALARIES & WAGES	493,007	424,070	406,415	414,889
101-10-1201	1040	OVERTIME SALARY & WAGES	-	-	753	-
101-10-1201	1048	MEDICAL OPT-OUT-GEN. UNIT	-	-	-	4,800
101-10-1201	1049	BILINGUAL/CERTIFICATE PAY	503	650	1,064	650
101-10-1201	1052	AUTO ALLOWANCE	7,672	5,328	410	5,328
101-10-1201	1054	CELLPHONE ALLOWANCE	81	-	-	-
101-10-1201	1060	PAID SICK LEAVE	1,304	-	-	-
101-10-1201	1065	ACCRUED PAID VACATION	22,365	4,308	4,308	8,900
101-10-1201	1070	PAID SICK LEAVE AT TERMINATION	29,160	-	-	-
101-10-1201	1075	SEVERANCE PAY	27,421	-	-	-
101-10-1201	1078	MANAGEMENT BENEFIT 401A	12,558	14,716	9,483	9,250
101-10-1201	1079	COMMISSIONERS' BENEFIT	375	1,800	1,800	1,800
101-10-1201	1080	MEDICARE	7,671	6,470	6,124	6,348
101-10-1201	1081	MGMT BENEFIT/MEDICAL	12,401	11,233	9,400	7,355
101-10-1201	1082	PERS - EMPLOYEES' PORTION	39,450	33,928	32,598	26,130
101-10-1201	1083	PERS - EMPLOYER PORTION	88,104	79,765	76,643	84,918
101-10-1201	1085	LIFE INSURANCE	1,535	1,642	1,267	1,608
101-10-1201	1088	LONG-TERM DISABILITY INSURANCE	6,593	4,283	4,968	4,190
101-10-1201	1090	MEDICAL INS - FT EMPLOYEES	51,247	48,117	39,660	29,477
101-10-1201	1091	DENTAL INS - FT EMPLOYEES	5,009	5,216	4,501	3,827
101-10-1201	1092	VISION INS - FT EMPLOYEES	976	879	806	761
101-10-1201	1095	MEDICAL INS -RETIREES	64,003	62,346	60,513	60,900
101-10-1201	1096	UNEMPLOYMENT INSURANCE	-	677	-	257
101-10-1201	1097	WORKER'S COMPENSATION	13,201	9,381	9,384	8,305
PERSONNEL EXPENDITURES:			884,636	714,809	670,099	679,694

CITY MANAGER'S OFFICE / ADMINISTRATION

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-10-1201	2050	PUBLICATIONS	86	100	100	100
101-10-1201	2080	CONTRACT SVC/NON-CLASS	831	-	-	-
101-10-1201	2110	CONFERENCES & MEETINGS	11,175	9,000	9,000	10,000
101-10-1201	2111	MEMBERSHIPS	-	2,250	2,250	2,250
101-10-1201	2130	OFFICE EQPT MTCE	365	700	500	500
101-10-1201	2140	OFFICE SUPPLIES	2,140	2,200	2,200	2,200
101-10-1201	2141	POSTAGE	1,217	1,300	1,300	1,300
101-10-1201	2150	RENTAL EXPENSE	33	400	-	-
101-10-1201	2190	TELEPHONE & FAX	5,671	6,400	6,400	5,000
101-10-1201	2240	DUPLICATING SERVICE CHG	141	200	150	200
OPERATING EXPENDITURES:			21,659	22,550	21,900	21,550
GENERAL FUND - CITY MANAGER TOTAL:			906,295	737,359	691,999	701,244
745-10-1201	3860	C/O-OFFICE EQUIPMENT	-	10,000	10,000	-
EQUIPMENT REPLACEMENT FUND - CITY MANAGER TOTAL:			-	10,000	10,000	-
ALL FUNDS - CITY MANAGER TOTAL:			906,295	747,359	701,999	701,244

CITY ATTORNEY

ACTIVITIES AND OBJECTIVES

Description of Activities

The City Attorney reviews all ordinances, resolutions, and contracts for legal correctness and validity; acts as legal counsel for the City for any litigation in which the City may become involved; and provides legal advice to the City Council and the Norwalk Successor Agency in regards to current and future policies and actions. The City Attorney also provides legal assistance to the City Council; the Norwalk Successor Agency; the City's Commissions, Committees and Boards, as well as City staff.

CITY ATTORNEY
ACTIVITY DETAIL

Account Number	Description	Cost
2080	<u>Contract Services - Non-Classified:</u> City Attorney Retainer	\$ 160,000
2081	<u>Contract Services - Special Services:</u> Special study issues	160,000

CITY ATTORNEY

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-10-1202	1082	PERS-EMPLOYEES' PORTION	12,000	12,000	12,000	12,000
101-10-1202	1083	PERS-EMPLOYER'S PORTION	26,769	26,769	26,769	30,701
101-10-1202	2080	CONTRACT SVC/NON-CLASS	165,314	160,000	160,000	160,000
101-10-1202	2081	CONTRA SVC/SPECIAL STUDY	140,639	160,000	160,000	160,000
GENERAL FUND - CITY ATTORNEY TOTAL:			344,723	358,769	358,769	362,701

MANAGEMENT SERVICES

ACTIVITIES AND OBJECTIVES

Description of Activities

Management Services is a division of the Administration Department responsible for a variety of support functions, including special projects as directed by the City Manager. The Division's ongoing responsibilities include: strategic planning related to the citywide water delivery system; integrated waste management, including compliance with the California Integrated Waste Management Act of 1989 (AB 939) - recycling requirements; development of strategies to address contaminated properties located within and adjacent to the City of Norwalk; monitoring of state and national legislative issues; and coordination of communications with Federal, State, and County agencies with facilities in Norwalk. Management Services also assists other City departments in the completion of special projects and provides staff support to the Arts in Public Places Committee and community boards, such as the Norwalk Restoration Advisory Board.

Fiscal Year 2014-2015

- Continue to develop working relationships with offices of the City's state and federal representatives.
- Work with the Department of Defense and other related agencies who provide for the conveyance of the Defense Fuel Support Point (DFSP), Norwalk (Tank Farm) to the City of Norwalk.
- Remain involved in monitoring the ongoing remediation activities at DFSP, Norwalk, to ensure that restoration of the site proceeds in a responsible manner.
- Continue efforts to secure federal and state funding for water infrastructure improvement projects.
- Continue efforts to comply with AB 939, including monitoring progress of recycling collection programs and working with haulers to increase diversion.
- Provide special project assistance to the City Manager and Council as needed.
- Provide strategic planning and administrative responsibilities for the Norwalk Municipal Water System (NMWS)
- Continue regional involvement in water related organizations to monitor activities impacting municipal water systems.

MANAGEMENT SERVICES
ACTIVITY DETAIL

Account Number	Description	Cost
2080	<u>Contract Services - Non-Classified:</u> Implementation of used oil management and beverage container recycling programs funded by grants from the Cal Recycle: Used Oil Block Grant/Payment Program 40,000 Beverage Container Grant 30,000 Waste Tire Amnesty Grant 55,000 Solid waste consulting services 100,000 Grant Writing Service 60,000 Organizational Study 10,000	\$ 295,000
2110	<u>Conferences & Meetings:</u> Municipal Management Association of Southern California Annual Conference and Winter Forum, International City Management Association Annual Conference, and various legislative meetings	2,500
2111	<u>Memberships:</u> City membership in the following organizations: League of California Cities – State Division 29,200 League of California Cities – Los Angeles County Division 1,400 California Contract Cities Association 4,200 Southern California Association of Governments 9,900 Staff memberships in the International City/County Management Association, and Municipal Management Assistants of Southern California 400 SELACO WIB (Workforce Investment Board) 500 I-5 Membership (\$8,000 or 20% is funded under AQMD) 32,000 COG (Gateway Cities Council of Governments) 7,000	84,600

MANAGEMENT SERVICES
ACTIVITY DETAIL

Account Number	Description	Cost
2162	<u>Special Fee - Sacramento:</u> State advocacy services	29,500
2168	<u>Special Fee - Misc. Lobby:</u> Federal advocacy services	50,500
2230	<u>Programs & Activities - AB 939:</u> Public education for recycling and waste management	1,000
2250	<u>Training:</u> Staff training, grant workshops and attendance to Municipal Management Association of Southern California sessions	1,000

MANAGEMENT SERVICES

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-10-1203	1020	REG SALARIES & WAGES	174,103	107,921	105,024	113,870
101-10-1203	1045	COMP TIME PAY	597	-	597	-
101-10-1203	1049	BI-LINGUAL/CERTIFICAT PAY	-	-	474	488
101-10-1203	1052	AUTO ALLOWANCE	1,775	-	-	-
101-10-1203	1054	CELLPHONE ALLOWANCE	59	-	-	-
101-10-1203	1060	PAID SICK LEAVE	978	-	-	-
101-10-1203	1065	ACCRUED PAID VACATION	20,517	5,690	5,690	4,800
101-10-1203	1070	PAID SICK LEAVE ON TERMIN	21,207	-	-	-
101-10-1203	1075	SEVERANCE PAY	19,943	-	-	-
101-10-1203	1078	MANAGEMENT BENEFIT 401A	3,725	1,107	1,103	1,140
101-10-1203	1080	MEDICARE	3,564	1,696	1,657	1,753
101-10-1203	1081	MGMT BENEFIT/MEDICAL	6,525	3,367	2,503	1,231
101-10-1203	1082	PERS - EMPLOYEES' PORTION	13,903	8,635	8,440	7,972
101-10-1203	1083	PERS - EMPLOYER PORTION	31,051	20,300	19,843	23,307
101-10-1203	1085	LIFE INSURANCE	404	225	390	442
101-10-1203	1088	LONG-TERM DISABILITY INSURANCE	2,266	1,090	1,063	1,150
101-10-1203	1090	MEDICAL INS - FT EMPLOYEES	17,448	13,059	14,868	14,740
101-10-1203	1091	DENTAL INS - FT EMPLOYEES	2,292	1,817	1,741	1,745
101-10-1203	1092	VISION INS - FT EMPLOYEES	404	285	278	288
101-10-1203	1096	UNEMPLOYMENT INSURANCE	-	172	-	70
101-10-1203	1097	WORKER'S COMPENSATION	4,092	2,388	2,388	2,280
PERSONNEL EXPENDITURES:			324,853	167,752	166,058	175,275

MANAGEMENT SERVICES

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-10-1203	2071	CONTRACT SVC/WFB BUILDING	5,543	5,600	5,600	5,600
101-10-1203	2080	CONTRACT SVC/NON-CLASS	42,399	221,000	120,000	295,000
101-10-1203	2086	LEGAL SERVICES	1,824	2,500	-	1,000
101-10-1203	2110	CONFERENCES & MEETINGS	651	3,500	3,500	2,500
101-10-1203	2111	MEMBERSHIPS	64,096	78,550	76,000	84,600
101-10-1203	2140	OFFICE SUPPLIES	1,376	1,500	1,500	1,500
101-10-1203	2141	POSTAGE	830	700	800	800
101-10-1203	2162	SPEC FEE-LOBBY SACRAMENTO	29,220	29,500	29,500	29,500
101-10-1203	2168	SPEC FEES-LOBBYIST MISC.	44,000	50,500	50,500	50,500
101-10-1203	2170	SPECIAL MAT'LS-SUPPLIES	1,629	1,000	800	1,000
101-10-1203	2190	TELEPHONE & FAX	201	850	850	600
101-10-1203	2230	PROGRAMS & ACTIVITIES	340	1,000	800	1,000
101-10-1203	2238	PROG & ACT/COG	6,009	6,009	6,009	-
101-10-1203	2240	DUPLICATING SERVICE CHG	781	900	760	1,000
101-10-1203	2250	TRAINING EXPENSE	41	500	800	1,000
OPERATING EXPENDITURES:			198,939	403,609	297,419	475,600
MANAGEMENT SERVICES TOTAL:			523,792	571,361	463,477	650,875

MANAGEMENT SERVICES

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-10-1206	1030	PART TIME WAGES	504	1,200	540	1,273
101-10-1206	1080	MEDICARE	7	17	8	18
101-10-1206	1093	MEDICAL INS - PT EMPL	19	-	47	-
101-10-1206	2170	SPECIAL MAT'LS-SUPPLIES	789	3,000	1500	1500
101-10-1206	2230	PROGRAMS & ACTIVITIES	101	180	150	180
E-WASTE TOTAL			1,420	4,397	2,245	2,971
GENERAL FUND - MANAGEMENT SERVICES TOTAL:			525,212	575,759	465,722	653,846
213-10-1203	2111	MEMBERSHIP I-5/AQMD	12,577	12,427	12,427	8,000
AQMD FUND MANAGEMENT SERVICES TOTAL:			12,577	12,427	12,427	8,000
227-10-1203	2237	PROG & ACT/COG SPECIAL STUDY	20,000	20,000	20,000	20,000
227-10-1203	2111	MEMBERSHIPS	6,009	6,009	6,009	7,009
PROP C FUND MANAGEMENT SERVICES TOTAL:			26,009	26,009	26,009	27,009
MANAGEMENT SERVICES TOTAL (ALL FUNDS):			563,797	614,195	504,158	688,855

COMMUNICATIONS AND PUBLIC AFFAIRS

ACTIVITIES AND OBJECTIVES

Description of Activities

Communications and Public Affairs is the mechanism utilized by the City of Norwalk to distribute important information and materials to the public. The Communications and Public Affairs staff is responsible for operating the Community Information Center and ensuring that it remains the City's central information source. It oversees website development and Cable TV operations. Staff publicizes City events, programs, activities and services, develops press releases and a variety of written materials, as well as management of the electronic marquee located at the City Hall lawn. The Communications and Public Affairs prepares proclamations and special awards for individuals and community groups, as well as coordinates a variety of special information materials for the City including the *Norwalk Now* and *Business Report*. The staff works closely with the Community Promotion Commission to put together programs such as the Home and Business Beautification Program. The Communications and Public Affairs Division cultivates positive relationships with residents, businesses, organizations, and visitors to increase community engagement and participation. In addition, staff assists in preparing position statements, white papers, annual reports, and other official communications; establishes and executes City's overall marketing and branding strategy.

Fiscal Year 2014-2015 Objectives

- Consistently distribute timely and relevant information to the public promoting health, welfare, safety, and meaningful opportunities that enrich the quality of life for Norwalk residents.
- Refresh, redesign, and realign the City's website to include online payment options, resident surveys, and interactive forms.
- Enact aggressive media relations program to include weekly media alerts, story pitches, Op-eds, newswire submissions, and calendar listings.
- Bolster the City's social media presence by enhancing Norwalk's Facebook page, and adding Twitter, Instagram, and Yelp for integrated cross-platforming.
- Assess and refresh City's overall visual identity and branding materials including logo, motto, graphics, signage, and collateral.
- Promote the positive image of Norwalk utilizing a variety of tactics including citizen engagement, print and electronic materials, website, social media, special events and media relations.
- Refresh the City's Newsletter, *Norwalk Now*, increase annual issues from 8 to 12, and include special *Norwalk Now* inserts as needed.
- Merge the Norwalk Business Report into Norwalk Now to connect businesses and residents, widen audience reach, and realize cost savings.
- Plan and promote special events that excite, engage, and involve greater participation among residents.
- Revamp cable TV operations to better serve the public and establish a City of Norwalk YouTube channel.
- Provide helpful resources to residents of Norwalk relating to information on civic and community affairs.
- Develop plan for comprehensive internal communications.

COMMUNICATIONS & PUBLIC AFFAIRS

ACTIVITY DETAIL

Account Number	Description	Cost
2080	<u>Contract Services - Non-Classified:</u> Contract services for public affairs events and programming, such as Now You Know Public Affairs website consulting services Maintenance of electronic reader board Photographer Stipend for local interns Website Development Services	18,000 6,000 1,360 1,000 2,000 10,000
2110	<u>Conferences & Meetings:</u> Conferences & Meetings attended by staff	2,000
2170	<u>Special Materials & Supplies:</u> Photography, commendations, framing, film processing, trophies, plaques, and materials for special events	8,000
2230	<u>Programs & Activities:</u> Annual Veteran's and Memorial Day events, miscellaneous special events; promotional and informational materials; miscellaneous public relations activities	23,500
2262	<u>Community Newsletter:</u> Printing cost for the Norwalk Now newsletter - monthly edition to include a Business Report Section	110,500
2265	<u>Community Relations:</u> Media advertising for City events and programs	4,000
2267	<u>Development & Promotion:</u> Chamber of Commerce support	37,800

COMMUNICATIONS AND PUBLIC AFFAIRS

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-10-1204	1020	REG SALARIES & WAGES	93,204	195,472	211,797	201,338
101-10-1204	1030	PART TIME WAGES	19,818	12,771	9,423	10,877
101-10-1204	1049	BILINGUAL/CERTIFICATE PAY	287	650	649	650
101-10-1204	1060	PAID SICK LEAVE	-	-	-	1,300
101-10-1204	1065	ACCRUED PAID VACATION	-	14,000	-	-
101-10-1204	1074	EMPLOYEE'S AWARD	800	-	-	-
101-10-1204	1078	MANAGEMENT BENEFIT 401A	566	2,488	2,538	2,554
101-10-1204	1080	MEDICARE	1,717	3,315	3,392	3,325
101-10-1204	1081	MGMT BENEFIT/MEDICAL	6,679	5,100	12,068	14,542
101-10-1204	1082	PERS - EMPLOYEES' PORTION	6,546	11,320	16,996	9,612
101-10-1204	1083	PERS - EMPLOYER PORTION	16,727	39,468	39,959	43,909
101-10-1204	1085	LIFE INSURANCE	467	929	930	950
101-10-1204	1088	LONG-TERM DISABILITY INSURANCE	1,211	2,425	2,455	2,484
101-10-1204	1090	MEDICAL INS - FT EMPLOYEES	12,910	49,711	18,304	15,410
101-10-1204	1091	DENTAL INS - FT EMPLOYEES	1,331	2,777	2,674	2,676
101-10-1204	1092	VISION INS - FT EMPLOYEES	351	712	711	571
101-10-1204	1093	MEDICAL INS - PT EMPLOYEES	54	-	444	-
101-10-1204	1095	MEDICAL INS - RETIREES	-	-	-	15,300
101-10-1204	1096	UNEMPLOYMENT INSURANCE	-	312	-	124
101-10-1204	1097	WORKER'S COMPENSATION	4,380	4,324	4,320	4,030
PERSONNEL EXPENDITURES:			167,050	345,774	326,660	329,652

COMMUNICATIONS AND PUBLIC AFFAIRS

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-10-1204	2050	PUBLICATIONS	507	500	527	500
101-10-1204	2080	CONTRACT SVC/NON-CLASS	4,107	33,360	33,360	38,360
101-10-1204	2081	CONTRACT SVC/SPECIAL STUDIES	4,862	80,000	34,750	45,250
101-10-1204	2100	UTILITIES	430	400	400	1,300
101-10-1204	2110	CONFERENCES & MEETINGS	64	2,000	2,000	2,000
101-10-1204	2111	MEMBERSHIPS	-	1,100	800	800
101-10-1204	2130	OFFICE EQPT MTCE	382	400	1,000	300
101-10-1204	2140	OFFICE SUPPLIES	2,086	1,500	1,500	1,500
101-10-1204	2141	POSTAGE	1,794	400	400	400
101-10-1204	2170	SPECIAL MAT'LS-SUPPLIES	3,493	5,000	6,000	8,000
101-10-1204	2190	TELEPHONE & FAX	1,218	1,600	1,600	1,800
101-10-1204	2230	PROGRAMS & ACTIVITIES	16,420	22,000	22,000	23,500
101-10-1204	2240	DUPLICATING SERVICE CHARGE	13	200	80	200
101-10-1204	2250	TRAINING	-	500	500	1,500
101-10-1204	2262	COMMUNITY NEWSLETTER	78,349	110,500	110,500	110,500
101-10-1204	2265	PUBLIC RELATIONS EXPENSE	250	4,000	4,000	4,000
101-10-1204	2267	DEV'T & PROM / BUSINESS PROMOTION	37,800	37,800	37,800	37,800
OPERATING EXPENDITURES:			151,773	301,260	257,217	277,710
101-10-1204	3860	C/O-OFFICE EQUIPMENT	11,198	9,300	9,300	-
GENERAL FUND - COMMUNITY INFORMATION TOTAL:			330,021	656,334	593,177	607,362

CABLE TELEVISION PRODUCTION

ACTIVITIES AND OBJECTIVES

Description of Activities

Cable Television Production, which is overseen by the Administration Department - Communications and Public Affairs Division, provides digital cable coverage of City Council and Planning Commission meetings. The meetings and other government programming air on Channel 03, the local government access channel. Cable television staff also coordinates and schedules programming for the public access channel, Channel 32. The Department produces informational and promotional programming throughout the year in conjunction with City events and services.

Fiscal Year 2014-2015 Objectives

- Post videos of City events on cable television channel, including Council and Planning Commission meetings and special programs.
- Explore opportunities to expand City cable channel to multiple service providers

CABLE TELEVISION PRODUCTION
ACTIVITY DETAIL

Account Number	Description	Cost
2080	<u>Contract Services - Non-Classified:</u> Technical Maintenance/Repair Services	\$ 1,000
2170	<u>Special Materials & Supplies:</u> Cables, Bulbs, etc. Studio Maintenance Supplies	3,000
2175	<u>Reproduction Supplies:</u> For production and duplication	2,000

Budget Program: Cable TV, 1207

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of P Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
Production Supervisor	1.00	1.00	57,014	58,722	Production Specialist	1,950	1,950	1	48,612	50,072
					Production Assistant	2,640	2,640	4	42,116	43,372
TOTAL	1.00	1.00	57,014	58,722	TOTAL	4,590	4,590	5	90,728	93,444

CABLE TV

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-10-1207	1020	SALARIES & WAGES	55,918	57,014	56,869	58,722
101-10-1207	1030	PART TIME WAGES	61,336	90,728	61,171	93,444
101-10-1207	1049	BI-LINGUAL/CERTIFICATION	-	-	233	650
101-10-1207	1060	PAID SICK LEAVE	2,660	2,631	2,659	2,800
101-10-1207	1065	ACCRUED PAID VACATION	-	1,837	1,837	-
101-10-1207	1080	MEDICARE	1,660	2,207	1,780	2,256
101-10-1207	1082	PERS - EMPLOYEE'S PORTION	4,473	4,562	4,550	4,111
101-10-1207	1083	PERS - EMPLOYER PORTION	9,990	10,724	10,697	12,019
101-10-1207	1085	LIFE INSURANCE	217	221	217	228
101-10-1207	1088	LONG-TERM DISABILITY INSURANCE	564	576	573	593
101-10-1207	1090	MEDICAL INS - FT EMPLOYEES	9,642	9,600	9,576	9,600
101-10-1207	1091	DENTAL INS - FT EMPLOYEES	1,396	1,453	1,392	1,397
101-10-1207	1092	VISION INS - FT EMPLOYEES	140	146	142	147
101-10-1207	1094	DENTAL INS - PT EMPLOYEES	1,396	1,396	1,392	1,400
101-10-1207	1096	UNEMPLOYMENT INSURANCE	-	91	-	36
101-10-1207	1097	WORKER'S COMPENSATION	1,332	1,261	1,260	1,176
PERSONNEL EXPENDITURES:			150,724	184,447	154,348	188,579

CABLE TV

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-10-1207	2080	CONTRACT SVC/NON-CLASS	-	4,500	500	1,000
101-10-1207	2100	UTILITIES	430	400	450	1,300
101-10-1207	2170	SPECIAL MAT'LS-SUPPLIES	5,716	3,000	3,000	3,000
101-10-1207	2175	CATV VIDEO TAPES	-	2,000	2,000	2,000
101-10-1207	2190	TELEPHONE & FAX	-	600	600	600
101-10-1207	2230	PROGRAMS & ACTIVITIES	66	-	-	-
OPERATING EXPENDITURES:			6,212	10,500	6,550	7,900
101-10-1207	3860	C/O-OFFICE EQUIPMENT	-	12,200	12,000	5,000
CAPITAL OUTLAY EXPENDITURES:			-	12,200	12,000	5,000
GENERAL FUND - CABLE TV TOTAL:			156,936	207,147	172,898	201,479

CITY CLERK

ACTIVITIES AND OBJECTIVES

Description of Activities

The City Clerk is the local official who administers democratic processes, such as elections, access to city records and all legislative actions, ensuring transparency to the public. The City Clerk acts as a compliance officer for federal, state, and local statutes, including the Political Reform Act, the Brown Act, and the Public Records Act. The City Clerk's Department functions as a liaison to all other City Departments to facilitate City Council direction.

The Department is responsible for preparation of agendas and minutes for meetings of the City Council, Successor Agency to the Norwalk Redevelopment Agency, Oversight Board for the Successor Agency to the Norwalk Redevelopment Agency, Housing Authority, and Norwalk Community Facilities Financing Authority; and ensures completion of actions directed. The Department manages requests for public record information, certifies and distributes ordinances, resolutions, and other documents as appropriate and/or legally required, and manages contract execution and compliance with insurance requirements. The City's records management program is the responsibility of the City Clerk's Department including maintenance of central and legal files on- and off-site, and operation of the optical imaging/document management system. The Department publishes, mails, and posts legal notices, manages claims and lawsuits, and is responsible for the maintenance and distribution of the Norwalk Municipal Code. Pursuant to the Political Reform Act, the City Clerk serves as filing officer/official for Campaign Expenditure Statements filed by candidates in municipal elections and Statements of Economic Interests filed by public officials and designated employees. The City Clerk is responsible for the conduct of all municipal elections, and provides assistance to the Los Angeles County Registrar-Recorder with voter registration. The Department maintains rosters, agendas, minutes, attendance records, applications and oaths for the City's Advisory Bodies. Other City Clerk Department functions include management of the City's MIS division, management of the City's Arts in Public Places Program, execution of other vital documents, coordination of citywide duplication and mail services, and overseeing the main City Hall switchboard.

Fiscal Year 2014-2015 Objectives

- Monitor legislation beneficial to the City and working with the California City Clerk's Association when necessary on such legislation.
- Continued conversion project for optical imaging/document management system. Review and update of records management schedule by department. Continue implementation of citywide records management program including procedures and forms for off-site storage and scheduled destruction. Plan and implement citywide "document destruction day(s)".
- Maintain the Norwalk Municipal Code with regular updates to the codifier and supplements.
- Administer the 2015 General Municipal Election
- Provide information to City Council, City departments and the public efficiently and courteously.

CITY CLERK ACTIVITY DETAIL

Account Number	Description	Cost
2055	<u>Legal Advertising:</u> Public Notices as required by law	\$ 4,000
2080	<u>Contract Services - Non-Classified:</u> Legislative history software support Off-site storage of City-Wide records Document destruction Support for OnBase Document imaging system Maintenance of retention schedule	 <i>2,000</i> <i>8,000</i> <i>500</i> <i>16,000</i> <i>3,500</i> 30,000
2110	<u>Conferences & Meetings:</u> California City Clerk Association annual conference or International Institute of Municipal Clerk annual conference, JPIA annual conference, and Southern California City Clerk Association bi-monthly meetings	2,700
2235	<u>Municipal Code Developments & Update:</u> Maintain the Norwalk Municipal Code on-line and print annual update	4,000
2241	<u>Duplication & Mail Room Supplies:</u> Supplies for: City - wide copy service, binding, folding, laminating, and postage	4,000

Budget Program: City Clerk, 1301

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
City Clerk (a)	0.80	0.80	111,235	114,573	Office Assistant I	1850	1850	1	35,778	35,100
Assistant City Clerk	1.00	1.00	84,970	87,521						
Office Assistant III	1.00	1.00	51,126	52,666						
Office Assistant II	1.00	1.00	48,324	49,774						
Office Assistant I	2.00	2.00	88,692	91,340						
(a) 20% SA-RDA										
TOTAL	5.80	5.80	384,347	395,874	TOTAL	1,850	1,850	1	35,778	35,100

CITY CLERK

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-10-1301	1020	SALARIES & WAGES	366,678	384,347	382,967	395,874
101-10-1301	1030	PART TIME WAGES	31,651	35,778	21,581	35,100
101-10-1301	1049	BILINGUAL/CERTIFICAT PAY	1,300	1,300	1,297	1,300
101-10-1301	1060	PAID SICK LEAVE	5,756	7,364	7,364	7,200
101-10-1301	1065	ACCRUED PAID VACATION	5,001	10,456	10,456	10,000
101-10-1301	1078	MANAGEMENT BENEFIT 401A	4,092	4,450	4,436	4,583
101-10-1301	1080	MEDICARE	5,887	6,528	6,271	6,651
101-10-1301	1081	MGMT BENEFIT/MEDICAL	9,294	9,684	8,833	7,951
101-10-1301	1082	PERS - EMPLOYEES' PORTION	29,420	30,750	30,741	27,714
101-10-1301	1083	PERS - EMPLOYER PORTION	65,700	72,297	72,276	81,027
101-10-1301	1085	LIFE INSURANCE	1,272	1,331	1,333	1,534
101-10-1301	1088	LONG-TERM DISABILITY INSURANCE	3,933	3,881	4,161	3,998
101-10-1301	1090	MEDICAL INS - FT EMPLOYEES	49,535	49,817	44,537	40,304
101-10-1301	1091	DENTAL INS - FT EMPLOYEES	8,098	8,427	8,078	8,102
101-10-1301	1092	VISION INS - FT EMPLOYEES	968	1,010	985	1,018
101-10-1301	1093	MEDICAL INS - PT EMPLOYEES	2,760	2,760	2,174	2,800
101-10-1301	1094	DENTAL INS - PT EMPLOYEES	1,396	1,396	1,100	1,400
101-10-1301	1095	MEDICAL INS - RETIREES	46,613	45,647	36,169	37,800
101-10-1301	1096	UNEMPLOYMENT INSURANCE	-	615	-	245
101-10-1301	1097	WORKER'S COMPENSATION	8,712	8,502	8,507	7,924
PERSONNEL EXPENDITURES:			648,066	686,340	653,264	682,525

CITY CLERK

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-10-1301	2050	PUBLICATIONS	196	300	167	250
101-10-1301	2055	LEGAL ADVERTISING	5,691	3,000	3,000	4,000
101-10-1301	2080	CONTRACT SVC/NON-CLASS	16,667	23,100	23,100	30,000
101-10-1301	2100	UTILITIES	-	200	-	-
101-10-1301	2110	CONFERENCES & MEETINGS	2,305	2,000	1,800	2,700
101-10-1301	2111	MEMBERSHIPS	535	700	600	700
101-10-1301	2130	OFFICE EQPT MTCE	7,062	7,500	1,500	4,500
101-10-1301	2140	OFFICE SUPPLIES	2,497	2,000	2,000	2,000
101-10-1301	2141	POSTAGE	1,921	1,800	1,000	1,500
101-10-1301	2142	POSTAGE FEE - CITY WIDE	980	3,500	2,400	2,600
101-10-1301	2151	EQUIPMENT LEASE	14,795	16,500	14,500	16,500
101-10-1301	2190	TELEPHONE & FAX	4,011	3,800	4,200	4,200
101-10-1301	2220	VEHICLE MTCE & SUPPLIES	1,309	2,000	1,365	1,600
101-10-1301	2235	MUNICIPAL CODE MAINTENANCE	2,103	3,000	3,000	4,000
101-10-1301	2240	DUPLICATING SERVICE CHARGE	4,937	5,000	5,230	6,600
101-10-1301	2241	DUPLICATION & MAIL ROOM SUPPLIES	3,383	4,000	4,000	4,000
101-10-1301	2250	TRAINING EXPENSE	200	1,000	500	4,100
OPERATING EXPENDITURES:			68,592	79,400	68,362	89,250

CITY CLERK

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-10-1301	3999	INTER-DEPT TXFR/DUPLICATION SVC	(48,172)	(60,150)	(52,110)	(58,349)
		CAPITAL OUTLAY EXPENDITURES:	(48,172)	(60,150)	(52,110)	(58,349)
		GENERAL FUND - CITY CLERK TOTAL:	668,486	705,590	669,517	713,426
745-10-1301	3860	C/O-OFFICE EQUIPMENT	-	12,000	10,628	8,800
		EQUIPMENT REPLACEMENT FUND - CITY CLERK TOTAL:	-	12,000	10,628	8,800
		CITY CLERK TOTAL (ALL FUNDS):	668,486	717,590	680,145	722,226

CITY CLERK - ELECTION

ACTIVITY DETAIL

Account Number	Description	Cost
2055	<u>Legal Advertising:</u> Public Notices ad required by law	\$ 9,000
2079	<u>Translations:</u> Foreign language translations as required by the Department of Justice	3,000
2080	<u>Contract Services:</u> Election supplier <i>90,000</i>	263,000
	County of Los Angeles <i>3,000</i>	
	Campaign Consultants <i>60,000</i>	
	Public Outreach <i>100,000</i>	
	Ordinance Update <i>10,000</i>	
2141	<u>Postage:</u>	20,000
2410	<u>Election Operation Expense:</u> Election workers expenses before, during, and after	87,000

ELECTIONS

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-10-1302	1040	OVERTIME SALARY & WAGES	428	-	-	1,000
101-10-1302	1073	ELECTION EXPENSE PAY	400	-	-	-
101-10-1302	1080	MEDICARE	3	-	-	-
PERSONNEL EXPENDITURES:			830	-	-	1,000
101-10-1302	2055	LEGAL ADVERTISING	9,781	-	-	9,000
101-10-1302	2079	CONTRACT SVC / NON-TRANSLATION	1,128	-	-	3,000
101-10-1302	2080	CONTRACT SVC/NON-CLASS	92,015	-	-	263,000
101-10-1302	2140	OFFICE SUPPLIES	460	-	-	800
101-10-1302	2141	POSTAGE	16,093	-	-	20,000
101-10-1302	2240	DUPLICATING SERVICE CHG	101	-	-	300
101-10-1302	2410	ELECTION EXPENSE	5,898	-	-	87,000
OPERATING EXPENDITURES:			125,477	-	-	383,100
GENERAL FUND - CITY CLERK / ELECTION TOTAL:			126,307	-	-	384,100

MANAGEMENT INFORMATION SYSTEMS

ACTIVITIES AND OBJECTIVES

Description of Activities

The City's MIS Team is responsible for managing the City's computer network which consists of approximately 280 individual workstations connected through a complex network of servers and telecommunications systems; ipads; MAC desktop computers; telephones.

Fiscal Year 2014-2015 Objectives

- Replace new city-wide computers, printers, monitors.
- Implement web based business applications, such as, Building Permit and Business License applications, and others as the need arises.
- Continue management of GIS System.
- Support iPads for employees in field operations.
- Manage wifi network.
- Evaluate and upgrade bandwidth as necessary.

MANAGEMENT INFORMATION SYSTEMS - NETWORK CONTRACT SERVICES
ACTIVITY DETAIL

Account Number	Description	Cost
2080	<u>Contract Services:</u> Computer System Contract Support Data storage GIS Maintenance Citywide cabling needs	205,000 4,000 3,500 15,000
2089	<u>Computer System Maintenance & Support:</u> Spam filter Server maintenance Backup software Firewalls Verisign certificates Wireless Antennas Domain Name registration Computer hardware/software	\$ 227,500 3,000 4,100 1,900 4,000 8,000 700 125 2,175
2192	<u>Internet, ISDN, DSL Service:</u> IDE Bandwidth, circuit, router (City wide) Fios & DSL Wi-Fi ipad expense (Public Safety, Public Services, Community Development)	77,700 61,700 4,500 11,500
745-3860	<u>Capital Outlay - Office Equipment:</u> PC, monitor, & printer replacements citywide (Computer Replacement Fund) Virtual Servers Switches	72,600 63,880 2,180 6,540

Budget Program: MIS, 1205

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
					Information Systems Specialist	2000	2000	1	70,980	73,109
TOTAL	0.00	0.00	-	-	TOTAL	2,000	2,000	1	70,980	73,109

M.I.S. - NETWORK CONTRACT SERVICES

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-10-1205	1030	PART TIME WAGES	68,958	70,980	70,590	73,109
101-10-1205	1080	MEDICARE	1,000	1,029	1,024	1,060
PERSONNEL EXPENDITURES:			69,958	72,009	71,613	74,169
101-10-1205	2080	CONTRACT SVC/NON-CLASS	226,200	216,500	216,500	227,500
101-10-1205	2089	COMP SYST MAINT & SUPPORT	17,091	30,400	30,400	24,000
101-10-1205	2132	COMPUTER SUPPLIES	2,136	2,000	2,123	2,000
101-10-1205	2140	OFFICE SUPPLIES	76	400	400	400
101-10-1205	2190	TELEPHONE & FAX	311	300	300	300
101-10-1205	2192	INTERNET, ISDN DSL SERVICE	34,064	78,100	78,100	77,700
OPERATING EXPENDITURES:			279,878	327,700	327,823	331,900
GENERAL FUND - MIS TOTAL:			349,836	399,709	399,436	406,069

M.I.S. - NETWORK CONTRACT SERVICES

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
213-10-1205	2080	CONTRACT SVC/NON-CLASS	-	2,500	-	-
AQMD FUND SUBTOTAL:			-	2,500	-	-
745-10-1205	3860	OFFICE EQUIP/ REPLACE COMPUTERS	33,339	53,000	53,000	72,600
COMPUTER REPLACEMNT FUND SUBTOTAL:			33,339	53,000	53,000	72,600
MIS NETWORK CONTRACT SERVICES TOTAL (ALL FUNDS):			383,175	455,209	452,436	478,669

HUMAN RESOURCES

ACTIVITIES AND OBJECTIVES

Description of Activities

To administer the City's Human Resources program by developing and maintaining sound practices and procedures; providing advice and assistance to other line departments relative to personnel matters; maintaining the City's classification and compensation plan; conducting recruitment and selection activities; providing new employee orientation and job-related training; conducting labor relations activities including employee discipline matters, employer/employee negotiations, and administering the provisions of the collective bargaining agreement; administering employee benefits programs; administering the employee performance evaluation system; maintaining employee records; administering the City's risk management program by providing general liability and workers' compensation claims management and risk identification; administering the employee's awards program; coordinating disability legislation compliance; and coordinating the city-wide safety program.

Fiscal Year 2014-2015 Objectives

- Assess and implement necessary changes to the City's risk management program and related functions.
- Effectively administer the provisions of the agreed upon labor agreements between the City and its bargaining units.
- Continue improvements to operations and increase efficiency through the implementation of better business practices.
- Coordinate the efforts of City staff to manage disability accommodations for employees with permanent work restrictions, up to and including applying for disability retirement when appropriate.
- Provide high-quality citywide training programs and administer internal first-line supervisory training.
- Maintain and enhance communications with and between employee bargaining units, management and employees.
- Continue to reduce frequency and severity of on-the-job injuries, work-hours lost, and exposure to financial loss by identifying risks, closely monitoring workers' compensation claims, and expanding the city-wide safety program.

HUMAN RESOURCES

ACTIVITY DETAIL

Account Number	Description	Cost
2080	<u>Contract Services - Non-Classified:</u> Employment and Labor Attorney Services Employee Assistance Program Recruitment Testing Services Reasonable Accommodation Assessments Cal OSHA Compliance Ergonomic Evaluations	30,000 19,000 3,000 2,500 5,000 2,000
2230	<u>Programs & Activities:</u> Employee Service Awards Employee Recognition Activities Benefits Fair Retirement Presentations Safety Committee Events 2020 Vision	7,750 13,700 1,000 5,662 1,000 5,000
2450	<u>Liability, Fire & Other Insurance:</u> General Liability Insurance All Risk Property Insurance Fidelity Bond	1,015,300
2452	<u>Employment Screenings:</u> Pre-employment Physical Examinations Department of Justice Background Screenings	4,500 4,500

Budget Program: Human Resources, 1401

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
Deputy City Manager	1.00	1.00	145,992	150,372	Office Assistant II	1,352	1,352	1	31,415	32,364
Sr Human Resources Analyst	2.00	2.00	150,956	144,649						
Office Assistant III	1.00	1.00	59,193	60,972						
Office Assistant I	1.00	1.00	40,221	39,453						
TOTAL	5.00	5.00	396,362	395,446	TOTAL	1,352	1,352	1	31,415	32,364

HUMAN RESOURCES

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-10-1401	1020	SALARIES & WAGES	329,141	396,362	345,206	395,446
101-10-1401	1030	PART TIME WAGES	49,627	31,415	43,923	32,364
101-10-1401	1045	COMP TIME PAY	974	-	-	-
101-10-1401	1048	MEDICAL OPT-OUT-GEN. UNIT	4,800	4,800	2,440	4,800
101-10-1401	1049	BILINGUAL/CERTIFICAT PAY	3,038	3,250	3,109	3,250
101-10-1401	1052	AUTO ALLOWANCE	4,800	4,800	4,788	4,800
101-10-1401	1060	PAID SICK LEAVE	1,997	3,569	-	-
101-10-1401	1065	ACCRUED PAID VACATION	19,960	12,622	12,753	13,000
101-10-1401	1070	PAID SICK LEAVE ON TERMIN	11,795	-	26,717	-
101-10-1401	1074	EMPLOYEE'S AWARDS	-	7,500	5,000	5,000
101-10-1401	1078	MANAGEMENT BENEFIT 401A	5,200	5,840	5,817	6,015
101-10-1401	1080	MEDICARE	5,024	6,766	6,048	6,634
101-10-1401	1081	MGMT BENEFIT/MEDICAL	6,963	7,185	4,858	1,318
101-10-1401	1082	PERS - EMPLOYEES' PORTION	26,522	29,700	27,865	20,106
101-10-1401	1083	PERS - EMPLOYER PORTION	59,229	74,555	65,515	80,938
101-10-1401	1085	LIFE INSURANCE	1,272	1,393	1,065	1,392
101-10-1401	1088	LONG-TERM DISABILITY INSURANCE	3,520	4,004	3,473	3,994
101-10-1401	1090	MEDICAL INS - FT EMPLOYEES	33,961	44,789	42,085	46,206
101-10-1401	1091	DENTAL INS - FT EMPLOYEES	3,985	5,812	5,497	5,588
101-10-1401	1092	VISION INS - FT EMPLOYEES	651	854	779	794
101-10-1401	1093	MEDICAL INS - PT EMPL	1,486	2,760	725	2,760
101-10-1401	1094	DENTAL INS - PT EMPL	756	1,396	367	-
101-10-1401	1095	MEDICAL INS - RETIREES	22,884	27,115	28,280	33,500
101-10-1401	1096	UNEMPLOYMENT INSURANCE	-	634	-	245
101-10-1401	1097	WORKER'S COMPENSATION	8,880	8,767	8,772	7,916
PERSONNEL EXPENDITURES:			606,467	685,888	645,081	676,066

HUMAN RESOURCES

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-10-1401	2050	PUBLICATIONS	1,698	1,800	1,800	1,800
101-10-1401	2056	CLASSIFIED ADVERTISING	8,183	7,500	8,200	7,500
101-10-1401	2080	CONTRACT SVC/NON-CLASS	44,600	61,500	35,044	61,500
101-10-1401	2081	CONTRACT SVC/SPECIAL STUDY	-	30,000	30,000	-
101-10-1401	2110	CONFERENCES & MEETINGS	3,689	3,500	3,600	3,500
101-10-1401	2111	MEMBERSHIPS	2,000	1,200	1,200	1,200
101-10-1401	2115	AUTO EXPENSES	-	4,800	-	-
101-10-1401	2130	OFFICE EQPT MTCE	882	800	800	800
101-10-1401	2140	OFFICE SUPPLIES	6,024	8,230	8,052	7,500
101-10-1401	2141	POSTAGE	3,014	2,700	2,600	2,700
101-10-1401	2151	EQUIPMENT LEASE	-	3,700	-	-
101-10-1401	2190	TELEPHONE & FAX	4,514	3,700	3,700	3,700
101-10-1401	2220	VEHICLE MTCE & SUPPLIES	1,964	2,500	1,300	1,300
101-10-1401	2230	PROGRAMS & ACTIVITIES	30,662	33,500	31,776	34,112
101-10-1401	2240	DUPLICATING SERVICE CHG	1,628	2,300	2,520	2,500
101-10-1401	2250	TRAINING EXPENSE	8,673	14,500	14,500	14,500
101-10-1401	2251	TRAINING EXPENSE-TUITION	158	6,000	1,828	6,000
101-10-1401	2252	INTERVIEW EXPENSE	2,766	2,500	2,750	3,000
101-10-1401	2450	LIAB, FIRE & OTHERS INS.	670,104	1,253,818	1,262,273	1,015,300
101-10-1401	2452	EMPLOYMENT SCREENING	9,944	7,500	9,000	9,000
101-10-1401	2455	PHYSICAL EXAMS	644	2,500	1,400	2,500
101-10-1401	2456	INCENTIVE PROGRAMS	-	-	4,500	2,500
OPERATING EXPENDITURES:			801,146	1,454,548	1,426,843	1,180,912
GENERAL FUND - HUMAN RESOURCES TOTAL:			1,407,613	2,140,436	2,071,924	1,856,978

HUMAN RESOURCES

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
745-10-1401	3860	C/O-OFFICE EQUIPMENT	-	5,000	-	-
		EQUIPMENT REPLACEMENT FUND -	-	5,000	-	-
		HUMAN RESOURCES TOTAL:				
		HUMAN RESOURCES TOTAL (ALL FUNDS):	1,407,613	2,145,436	2,071,924	1,856,978

EMPLOYEE BENEFITS

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
735-10-1402	2421	LIFE INSURANCE	45,154	52,667	53,671	53,944
735-10-1402	2422	DISABILITY INSURANCE	151,842	158,572	164,671	163,238
735-10-1402	2424	UNEMPLOYMENT INSURANCE	128,552	124,997	66,959	99,526
735-10-1402	2425	VISION INSURANCE- PT	1,611	1,848	1,947	2,940
735-10-1402	2426	VISION INSURANCE	35,504	42,251	36,215	40,109
735-10-1402	2427	MEDICARE COVERAGE	259,993	314,739	256,926	328,186
735-10-1402	2428	COUNCIL'S CONTRIBUTIONS	39,846	-	31,735	-
735-10-1402	2430	WORKER'S COMPENSATION	1,826,558	1,730,179	1,730,169	1,617,910
735-10-1402	2431	MEDICAL INSURANCE - FT	1,906,748	2,144,790	1,902,608	1,906,602
735-10-1402	2432	MEDICAL INSURANCE - PT	176,011	173,880	167,851	187,600
735-10-1402	2433	MEDICAL INSURANCE - RETIREES	1,236,758	1,287,432	1,146,241	1,245,400
735-10-1402	2434	DENTAL INSURANCE - FT	266,655	307,635	303,681	291,674
735-10-1402	2435	DENTAL INSURANCE - PT	75,720	83,117	79,742	84,400
735-10-1402	2440	RETIREMENT CONTRIBUTION	3,638,875	4,169,814	3,747,092	4,341,507
735-10-1402	2444	401A CONTRIBUTIONS	88,147	96,918	88,681	97,864
EMPLOYEE BENEFIT FUND TOTAL:			9,877,975	10,688,839	9,778,189	10,460,900

FINANCE

ACTIVITIES AND OBJECTIVES

Description of Activities

The purpose of Finance is to protect the City's financial assets, ensure the annual budget is properly implemented and all the transactions are accurately recorded and reported. Finance is responsible for implementing effective financial planning, reporting and accounting, treasury management, debt administration, payroll, financial reporting and purchasing functions. The Department also administers utility billing, business and animal licensing. The department serves public, and provides support to all City departments to achieve their objectives and ensure the City's long-term financial health.

Fiscal Year 2014-2015 Objectives

- Assure completion and adoption of balanced annual City budget by June 30
- Prepare Comprehensive Annual Financial Report (CAFR) in compliance with audit standards
- Prepare and publish quarterly financial reports
- Update Cost Allocation Plan
- Develop Long-Term Financial Plan that parallels strategic action plan
- Update Actuarial Study of Other Post Employment Benefits (OPEB) and propose funding options
- Initiate the Request for Proposal for the auditing services
- Evaluate and update fiscal policies and procedures
- Full canvass of animal licenses

FINANCE

ACTIVITY DETAIL

Account Number	Description	Cost
2050	<u>Publications:</u> Subscriptions to the California Municipal Statistics, CAFR filing fee, State Controller's Audit Confirmation fee, The Kiplinger Letter, and financial guideline updates	\$ 1,000
2080	<u>Contract Services - Non-Classified:</u> Cash carrier 7,200 Property tax and sales tax related estimates & reports 18,000 Utility user and franchise tax compliance audits & reports 33,000 Cost Recovery of State Mandates 9,800 Professional Services to implement Strategic Plan 2020 7,000 Actuarial Study Update 6,000 Security system 1,200	82,200
2084	<u>Contract Services - Animal Control:</u> Animal Control (Annual Services); Full License Canvass; and other expenses relating to animal licensing	386,200
2089	<u>Contract Services - Financial System:</u> Financial, Accounting Billing and Reporting Systems maintenance 114,400 Remote notification & payment system 20,600	135,000
2110	<u>Conferences & Meetings:</u> California Society of Municipal Finance Officers (CSMFO), California Revenue Business Tax Association (CMRTA), California Association of Public Purchasing Officers (CAPPO), Pentamation annual conference, and local meetings	4,600

FINANCE
ACTIVITY DETAIL

Account Number	Description	Cost
2111	<u>Memberships:</u> Government Finance Officers Association 840 California Society of Municipal Finance Officers 330 California Municipal Treasurer's Association 100 California Municipal Revenue Tax Association 100 California Association of Public Purchasing Officials 100 National Institute of Governmental Purchasing 100	1,570
2400	<u>Audit Fees:</u> Audit Contract with independent accountants for City audit requirements	55,000
2609	<u>Los Angeles County Administrative Cost:</u> Property Tax Administrative Cost	3,000

Budget Program:

Finance, 1501

Full Time Positions

Part Time Positions

Position Title	FY 13-14	FY 14-15	FY 13-14	FY 14-15	Position Title	FY 13-14	FY 14-15	FY 14-15	FY 13-14	FY 14-15
	Adopted Allocation	Adopted Allocation	Budgeted Salary	Budgeted Salary		Hours	Hours	Number of PT Positions	Budgeted Wages	Budgeted Wages
Director of Finance/City Treasurer (a)	0.65	0.60	87,149	85,928	Office Assistant I	1,300	-	1	25,141	-
Controller/Deputy Treasurer (b)	0.70	0.70	61,304	63,143						
Senior Accountant (c)	0.75	0.75	57,990	59,727						
Accountant I	0.70	0.00	38,702	-						
Payroll Specialist	1.00	1.00	63,819	65,730						
Buyer	1.00	1.00	62,228	64,099						
Account Clerk III (d) (e)	1.40	1.40	76,033	73,097						
Account Clerk II (f)	5.35	5.35	258,862	267,760						
(a) 20% SA-RDA; 10% CDBG; 10% Water										
(b) 10% Sewer; 10% Water; 10% SA-RDA										
(c) 10% CDBG; 15% SA-RDA										
(d) 50% Water, 10% Sewer										
(e) +1 Account Clerk III - 100% Water Fund										
(f) 60% Water, 5% Sewer										
TOTAL	11.55	10.80	706,087	679,484	TOTAL	1,300	-	1	25,141	-

FINANCE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-10-1501	1020	SALARIES & WAGES	643,990	706,087	592,133	679,484
101-10-1501	1030	PART TIME WAGES	34,944	25,141	23,052	-
101-10-1501	1045	COMP TIME PAY	205	-	-	-
101-10-1501	1048	MEDICAL OPT-OUT-GEN. UNIT	12,862	10,560	9,658	10,560
101-10-1501	1049	BILINGUAL/CERTIFICAT PAY	650	878	1,310	1,528
101-10-1501	1052	AUTO ALLOWANCE	3,040	3,120	3,169	3,120
101-10-1501	1060	PAID SICK LEAVE	1,321	6,460	6,460	4,300
101-10-1501	1065	ACCRUED PAID VACATION	29,965	22,529	22,529	20,500
101-10-1501	1070	PAID SICK LEAVE ON TERMIN	6,825	-	-	-
101-10-1501	1078	MANAGEMENT BENEFIT 401A	5,105	4,713	4,630	4,701
101-10-1501	1080	MEDICARE	10,668	11,412	9,669	10,512
101-10-1501	1081	MGMT BENEFIT/MEDICAL	14,185	11,445	8,515	4,537
101-10-1501	1082	PERS - EMPLOYEES' PORTION	49,068	46,443	47,475	39,117
101-10-1501	1083	PERS - EMPLOYER PORTION	114,659	132,815	111,621	139,076
101-10-1501	1085	LIFE INSURANCE	2,068	2,013	1,918	2,048
101-10-1501	1088	LONG-TERM DISABILITY INSURANCE	6,596	7,133	6,241	6,862
101-10-1501	1090	MEDICAL INS - FT EMPLOYEES	66,323	85,372	69,067	70,202
101-10-1501	1091	DENTAL INS - FT EMPLOYEES	10,114	13,658	10,609	12,083
101-10-1501	1092	VISION INS - FT EMPLOYEES	1,330	1,647	1,397	1,610
101-10-1501	1093	MEDICAL INS - PT EMPLOYEES	-	-	2,029	2,800
101-10-1501	1094	DENTAL INS - PT EMPLOYEES	233	-	1,026	1,400
101-10-1501	1095	MEDICAL INS - RETIREES	99,565	99,276	80,031	87,700
101-10-1501	1096	UNEMPLOYMENT INSURANCE	-	1,128	-	421
101-10-1501	1097	WORKER'S COMPENSATION	20,100	16,205	16,200	18,605
PERSONNEL EXPENDITURES:			1,133,816	1,208,035	1,028,738	1,121,166

FINANCE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-10-1501	2050	PUBLICATIONS	604	1,100	900	1,000
101-10-1501	2080	CONTRACT SVC/NON-CLASS	27,923	50,000	23,320	82,200
101-10-1501	2084	CONTRA SVC/ANIMAL CONTROL	325,799	358,100	359,200	386,200
101-10-1501	2089	FINANCIAL SYST MAINT & SUPPORT	132,311	145,000	135,000	135,000
101-10-1501	2110	CONFERENCES & MEETINGS	2,541	4,600	3,000	4,600
101-10-1501	2111	MEMBERSHIPS	1,400	1,350	1,350	1,570
101-10-1501	2113	MILEAGE REIMBURSEMNT	73	300	200	300
101-10-1501	2130	OFFICE EQPT MTCE	997	2,500	2,500	1,700
101-10-1501	2140	OFFICE SUPPLIES	15,485	17,000	17,000	17,000
101-10-1501	2141	POSTAGE	9,652	12,700	12,000	12,000
101-10-1501	2151	EQUIPMENT LEASE	4,753	5,000	4,991	5,000
101-10-1501	2190	TELEPHONE & FAX	13,533	12,800	12,500	13,500
101-10-1501	2220	VEHICLE MTCE & SUPPLIES	5,946	11,100	5,100	6,500
101-10-1501	2240	DUPLICATING SERVICE CHG	1,544	1,000	500	500
101-10-1501	2250	TRAINING EXPENSE	-	2,600	600	2,600
101-10-1501	2400	AUDIT FEES	51,420	47,800	47,800	55,000
101-10-1501	2490	BANK SERVICE CHARGES	22,761	28,000	29,000	29,000
101-10-1501	2609	LA CO ADMIN COST/PROP TAX	1,802	4,500	1,979	3,000
101-10-1501	2988	WAREHOUSE INVENTORY ADJ	(1,221)	-	-	-
OPERATING EXPENDITURES:			617,320	705,450	656,940	756,670

FINANCE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-10-1501	3860	C/O-OFFICE EQUIPMENT	2,285	-	-	-
		CAPITAL OUTLAY EXPENDITURES:	2,285	-	-	-
101-10-1501	3993	INTER-DPT TXFR/CHILD CARE	(32,793)	(40,000)	(40,000)	(44,112)
101-10-1501	3995	INTER-FUND TFR/PROP C	(50,000)	(50,000)	(50,000)	(50,000)
101-10-1501	3998	INTER-DEPT TXFR/ AQMD	(6,500)	(6,500)	(6,500)	(6,500)
		GENERAL FUND - FINANCE TOTAL:	1,664,128	1,816,985	1,589,178	1,777,224
203-40-4103	2161	INTER-DEPT TXFR/CHILD CARE ADMIN	32,793	40,000	40,000	44,112
		CHILD CARE FUND TRANSFER SUBTOTAL:	32,793	40,000	40,000	44,112
213-10-1501	3998	INTER-DEPT TXFR/WTR	6,500	6,500	6,500	6,500
		AQMD FUND TRANSFER SUBTOTAL:	6,500	6,500	6,500	6,500

FINANCE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
227-10-1501	3995	INTER-FUND TFR/PROP C	50,000	50,000	50,000	50,000
PROP C FUND TRANSFER SUBTOTAL:			50,000	50,000	50,000	50,000
745-10-1501	3860	C/O-OFFICE EQUIPMENT	3,563	16,150	16,150	-
EQUIPMENT REPLACEMENT FUND - FINANCE TOTAL:			3,563	16,150	16,150	-
FINANCE TOTAL (ALL FUNDS):			1,756,984	1,929,635	1,701,828	1,877,836

CITY - DEBT SERVICE FUND

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
320-95-1513	2161	ADMINISTRATIVE COST	2,703	-	-	-
320-95-1513	2491	INTEREST EXPENSE	597,258	-	-	-
320-95-1513	2492	PRINCIPAL EXPENSE	103,615	-	-	-
99 LEASE REVENUE BONDS			703,576	-	-	-
320-95-1514	2161	ADMINISTRATIVE COST	2,385	-	-	-
320-95-1514	2491	INTEREST EXPENSE	394,841	-	-	-
320-95-1514	2492	PRINCIPAL EXPENSE	490,000	-	-	-
01 LEASE REVENUE BONDS			887,226	-	-	-
320-95-1515	2603	ISSUANCE COST	-	-	(3,772)	-
320-95-1515	2161	ADMINISTRATIVE COST	-	5,000	5,000	750
320-95-1515	2491	INTEREST EXPENSE	-	256,034	256,034	233,132
320-95-1515	2492	PRINCIPAL EXPENSE	-	345,000	345,000	365,000
13A LEASE REVENUE BONDS			-	606,034	602,262	598,882
320-95-1516	2602/2603	ISSUANCE COST	-	-	206,919	-
320-95-1516	2161	ADMINISTRATIVE COST	-	5,000	5,000	750
320-95-1516	2491	INTEREST EXPENSE	-	297,614	297,614	315,750
320-95-1516	2492	PRINCIPAL EXPENSE	-	545,000	545,000	535,000
13B LEASE REVENUE BONDS			-	847,614	1,054,533	851,500
CITY - DEBT SERVICE FUND TOTAL:			1,590,802	1,453,648	1,656,795	1,450,382

PUBLIC SAFETY

ACTIVITIES AND OBJECTIVES

Description of Activities

The Department of Public Safety administers law enforcement services provided by the Los Angeles County Sheriff's Department in addition to serving as the City's liaison. The Department provides a variety of supplemental services to enhance the safety and welfare of the community through routine and special preventive patrol services, parking enforcement, emergency preparedness, Community Safety Partnership programs, park and school safety programs, and other services as needed in order to address various quality of life issues. In addition, the Department coordinates the City's various youth crime, gang, and drug prevention and intervention programs. The Department will maintain collaborative partnerships and networking links between the City, law enforcement, probation, parole, courts, the District Attorney's office and local school districts. The Public Safety Department focuses its efforts on enhancing, educating, and responding to the community.

Fiscal Year 2014-2015 Objectives

The Department of Public Safety is committed to administering the vision and strategies outlined in the Norwalk Strategic Plan and will demonstrate its commitment by developing and implementing a highly visible community oriented policing program for the current budget year.

In order to reach the aforementioned goal, the following objectives will be achieved:

- Apply innovative law enforcement and public safety services.
- Provide emergency preparedness information to residents in order to promote self sufficiency in the event of disaster.
- Utilize technology and social media to ensure community is up to date with current events and public safety alerts.
- Develop stronger interdepartmental collaboration in order to bring city services together.
- Promote park safety and work in partnership with park staff in order to provide activities for the residents of the City of Norwalk.
- Address public safety concerns through a collaborative relationship between Public Safety, law enforcement, and residents.
- Continue communications and coordination with law enforcement agencies resulting in enhanced delivery of public safety services to the citizens of Norwalk.
- Continue providing a safe community environment in order to maintain a high quality of life.
- Continue maintaining cooperation and support from the community to collectively address public safety concerns.
- Continue effective networking efforts with school districts and other social service agencies in working with youth and their families to prevent substance abuse, street gang involvement, and increase school attendance.
- Continue developing successful partnerships and networking in the areas of crime prevention and reduction.
- Continue involvement in all design review processes to ensure a safe physical environment in all real developments in the City of Norwalk.

PUBLIC SAFETY
ACTIVITY DETAIL

Account Number	Description	Cost
2065	<u>Contract Services - Sheriff's Department:</u> Traffic and general law enforcement services provided by the Los Angeles County Sheriff's Department. COPS Hiring program Grant - Grant funds salary and benefits of (2) Deputy units for a (36) month period between November 2011 and October 2014. City required to pay remaining costs of units during same period, and full cost of units for an additional (12) months, November 2014 to October 2015. In FY 15, approximately \$92,606 of Federal funding will cover salary and benefits from July through October. Remaining cost of \$238,571 is the responsibility of the City of Norwalk	\$ 9,957,682
2066	<u>Contract Services - Los Angeles County Probation Department:</u> One probation officer from the Los Angeles County Probation Department	136,000
2080	<u>Contract Services - Miscellaneous:</u> Parking citation processing 144,000 Fingerprinting services contract 19,800 Crossing guard services at Rosecrans Ave and Shoemaker Avenue 13,528 District Attorney's Office - Filing fees 1,000 Little Lake City School District - Crossing Guard reimbursed to LLCSD 5,060	183,388
2090	<u>Equipment Maintenance & Supplies:</u> Radio equipment maintenance and repair services	1,500

PUBLIC SAFETY
ACTIVITY DETAIL

Account Number	Description	Cost
2160	<u>Special Fees & Services:</u> Prisoner's maintenance costs Commercial enforcement weight scale services	1,300 500
2170	<u>Special Materials & Supplies:</u> Miscellaneous supplies for vehicles, parking citations, notices of violation and CER's, rental equipment, radio equipment, and other enforcement related supplies	9,500
2230	<u>Programs & Activities:</u> Departmental program expenses - Neighborhood and Business Watch, Community Service, School programs, S.H.A.P.E. program, youth events – summer camping trips, and parenting scholarships	15,000
2233	<u>Citizen Reward Program:</u> Firework Information Reward Homicide Information Reward - Christian Rodriguez	2,500 10,000
2401	<u>Special Fees - Parking Citations Surcharges:</u> Downey Court - Parking Citation Surcharge fees	200,000

Budget Program: Public Safety, 2101

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
Director of Public Safety	1.00	1.00	139,044	143,215	Public Safety Officer (b) (c) (d) (f)	34,000	34,000	22	840,297	865,345
Senior Management Analyst	1.00	1.00	77,318	79,644	Office Assistant I	7,812	7,812	6	166,537	171,549
Emergency Services Manager	1.00	1.00	77,320	79,635	Office Assistant II	1,560	1,560	1	36,248	37,343
Management Analyst	1.00	1.00	67,210	56,955						
Public Safety Officer II	3.00	3.00	179,046	184,437						
Public Safety Officer I	1.00	1.00	51,396	52,938						
Office Assistant III	1.00	1.00	59,193	60,972						
Office Assistant II	2.00	2.00	96,648	99,548						
Office Assistant I	1.00	1.00	44,346	45,670						
					(b) Public Safety Officer- COPS (SLESF), DUI Checkpoints	(330)	(330)		(8,156)	(8,399)
					(c) Public Safety Officer- Transp. Center -PROP C FUNDS	(3,016)	(3,016)		(74,540)	(76,762)
					(d) Public Safety Officer - PARKING STRUCTURE FUND	(3,432)	(3,432)		(84,821)	(87,349)
					(e) Station Attendant- Transp. Center -PROP C FUNDS	-	-		-	-
					(f) Public Safety Officer - Facility Reservations, 800 hours offset by Revenue Accts. 101-50-5208-4323 & 101-50-5702-4323	-	-			
TOTAL	12.00	12.00	791,521	803,014	TOTAL GENERAL FUND	36,594	36,594	29	875,565	901,727

PUBLIC SAFETY

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-20-2101	1020	REG SALARIES & WAGES	763,187	791,521	779,502	803,014
101-20-2101	1030	PART TIME WAGES	864,518	875,565	821,694	901,727
101-20-2101	1040	OVERTIME SALARY &; WAGES	5,400	5,000	5,642	5,000
101-20-2101	1048	MEDICAL OPT-OUT GEN. UNIT	-	-	1,840	4,800
101-20-2101	1049	BILINGUAL/CERTIFICAT PAY	15,599	15,600	15,262	14,950
101-20-2101	1052	AUTO ALLOWANCE	4,800	4,800	4,788	4,800
101-20-2101	1065	ACCRUED PAID VACATION	12,978	14,441	14,441	15,700
101-20-2101	1078	MANAGEMENT BENEFIT 401A	5,198	5,562	5,544	5,729
101-20-2101	1080	MEDICARE	23,508	25,003	23,981	25,605
101-20-2101	1081	MGMT BENEFIT/MEDICAL	11,236	11,584	10,725	9,939
101-20-2101	1082	PERS - EMPLOYEES' PORTION	61,504	63,326	63,581	52,230
101-20-2101	1083	PERS - EMPLOYER PORTION	137,347	148,884	149,487	164,357
101-20-2101	1084	UNIFORM ALLOWANCE	5,050	8,700	8,667	10,000
101-20-2101	1085	LIFE INSURANCE	2,977	3,070	2,747	3,113
101-20-2101	1088	LONG-TERM DISABILITY INSURANCE	8,670	7,995	9,184	8,110
101-20-2101	1090	MEDICAL INS - FT EMPLOYEES	101,753	102,788	95,883	93,012
101-20-2101	1091	DENTAL INS - FT EMPLOYEES	14,271	15,260	15,176	15,512
101-20-2101	1092	VISION INS - FT EMPLOYEES	2,402	2,484	2,392	3,156
101-20-2101	1093	MEDICAL INS - PT EMPLOYEES	39,759	44,160	35,023	58,800
101-20-2101	1094	DENTAL INS - PT EMPLOYEES	21,521	20,950	20,902	27,400
101-20-2101	1095	MEDICAL INS - RETIREES	48,251	53,262	41,203	46,300
101-20-2101	1096	UNEMPLOYMENT INSURANCE	10,281	11,351	7,800	13,584
101-20-2101	1097	WORKER'S COMPENSATION	326,832	149,711	149,712	53,098
PERSONNEL EXPENDITURES:			2,487,042	2,381,017	2,285,177	2,339,936

PUBLIC SAFETY

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-20-2101	2065	CONTRA SERV-SHERIFF DEPT	9,305,952	9,694,656	9,494,947	9,957,682
101-20-2101	2066	CONTRA SERV-LA COUNTY PROB	136,000	136,000	136,000	136,000
101-20-2101	2080	CONTRACT SVC/NON-CLASS	111,293	175,020	168,362	183,388
101-20-2101	2090	EQUIP MTCE SUPPLIES	(1,804)	1,500	1,000	1,500
101-20-2101	2100	UTILITIES	2,900	3,300	2,380	2,500
101-20-2101	2110	CONFERENCES MEETINGS	426	2,000	1,000	2,000
101-20-2101	2130	OFFICE EQPT MTCE	1,304	1,500	1,500	1,500
101-20-2101	2140	OFFICE SUPPLIES	8,996	9,500	9,500	10,000
101-20-2101	2141	POSTAGE	6,603	4,900	4,800	5,000
101-20-2101	2150	RENTAL EXPENSE	24,000	24,000	24,000	24,000
101-20-2101	2160	SPECIAL FEES SERVICES	1,490	1,800	500	1,800
101-20-2101	2170	SPECIAL MAT'LS-SUPPLIES	11,144	9,500	9,500	9,500
101-20-2101	2190	TELEPHONE & FAX	20,901	21,700	20,200	20,200
101-20-2101	2192	INTERNET,ISDN DSL SERVICE	-	-	-	1,800
101-20-2101	2220	VEHICLE MTCE & SUPPLIES	190,278	199,744	187,700	188,600
101-20-2101	2230	PROGRAMS & ACTIVITIES	11,685	13,900	13,900	15,000
101-20-2101	2233	CITIZEN REWARD PROGRAM	-	10,000	-	12,500
101-20-2101	2240	DUPLICATING SERVICE CHG	8,245	8,000	8,250	8,500
101-20-2101	2250	TRAINING EXPENSE	361	1,000	500	1,000
101-20-2101	2401	SPECIAL FEES - PARKING CITATIONS SURCHARGES	210,383	220,000	200,000	200,000
OPERATING EXPENDITURES:			10,050,157	10,538,020	10,284,039	10,782,470
PUBLIC SAFETY ADMINISTRATION TOTAL:			12,537,199	12,919,037	12,569,216	13,122,406

PUBLIC SAFETY

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
		<u>VOLUNTEER SERVICES:</u>				
101-20-2106	2170	SPECIAL MAT'LS-SUPPLIES	993	1,000	1,000	2,500
		VOLUNTEER SERVICES TOTAL:	993	1,000	1,000	2,500
101-20-2101	3853	C/O-DATA & COMMUNICATION	-	-	-	54,000
		CAPITAL OUTLAY EXPENDITURES:	-	-	-	54,000
		GENERAL FUND - PUBLIC SAFETY TOTAL:	12,538,192	12,920,037	12,570,216	13,178,906
213-20-2101	3820	C/O-AUTOMOTIVE	-	60,000	-	-
		CAPITAL OUTLAY EXPENDITURES:	-	60,000	-	-
		AQMD FUND - PUBLIC SAFETY TOTAL:	-	60,000	-	-
248-20-2101	3853	C/O-DATA & COMM	10,212	-	44	-
248-20-2101	3880	C/O-EQUIPMENT	53,465	9,765	2,376	11,518
		CAPITAL OUTLAY EXPENDITURES:	63,677	9,765	2,420	11,518
		ASSET FORFEITURE FUND - PUBLIC SAFETY TOTAL:	63,677	9,765	2,420	11,518

PUBLIC SAFETY

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
745-20-2101	3860	C/O-OFFICE EQUIPMENT	-	20,000	18,977	-
		EQUIPMENT REPLACEMENT FUND - PUBLIC SAFETY TOTAL:	-	20,000	18,977	-
746-20-2101	3820	C/O-AUTOMOTIVE	-	47,154	70,323	48,000
		VEHICLE REPLACEMENT FUND - PUBLIC SAFETY TOTAL:	-	47,154	70,323	48,000
PUBLIC SAFETY TOTAL (ALL FUNDS):			12,601,869	13,056,956	12,661,936	13,238,424

PUBLIC SAFETY
EMERGENCY PREPAREDNESS
ACTIVITY DETAIL

Account Number	Description	Cost
2111	<u>Memberships:</u> Area E Disaster Management JPA Annual Assessment California Emergency Services Association National Emergency Management Association International Association of Emergency Management California Fire Chief's - EM Section National Fire Prevention Association	5,276 75 200 185 75 165 \$ 5,976
2170	<u>Special Supplies & Materials:</u> Camp at Home, Community Preparedness Education, Great Shake Out, Senior Preparedness Workshops & Youth Disaster Preparedness	11,000
2230	<u>Programs & Activities:</u> Advance CERT, Basic CERT, Camp at Home, Great Shake Out, Senior Preparedness Workshops & S.P.I.R.I.T. Project	6,500
3880	<u>Capital Outlay - Miscellaneous</u> <u>Other:</u> Equipment repair/replacement parts for 40'x60' blue and gold canopy used for emergency response and emergency balloon lights and generators	11,700

PUBLIC SAFETY
EMERGENCY OPERATIONS
 ACTIVITY DETAIL

Account Number	Description	Cost
2170	<u>Special Supplies & Materials:</u> Supports City Specific needs for City EOC Emergency Operations Center, ERTCC Emergency Response Team Coordination Center, and field support Emergency Response Teams. City Cache Supplies, City Facilities Supplies, City Emergency Supplies, City Emergency Management support, Emergency Command Operations Unit and Emergency Response Trailer support, NIMS/SEMS Compliance support	\$ 8,000
2250	<u>Training Expense:</u> Supports required ongoing training based on SEMS (California Standardized Emergency Management System) and NIMS (National Incident Management System) compliance requirements	4,750

PUBLIC SAFETY
FEMA PRE - DISASTER MITIGATION GRANT (221)
ACTIVITY DETAIL

Account Number	Description	Cost
3880	<u>Capital Outlay - Contract Services:</u> Federal Emergency Management Agency (FEMA) Pre-Disaster Mitigation Grant to develop Local Hazard Mitigation Plan. Grant supports Contract Services, supplies, and materials. Plan in final phase, pending CA Office of Emergency Services and FEMA approval. Approval projected for July 2014	\$ 22,730

EMERGENCY PREPAREDNESS

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-20-2102	2080	CITY MATCH TO FEMA GRANT	2,673	6,077	-	6,077
101-20-2102	2111	MEMBERSHIPS	1,885	6,100	460	5,976
101-20-2102	2140	OFFICE SUPPLIES	-	-	-	-
101-20-2102	2170	SPECIAL MAT'LS-SUPPLIES	13,110	11,500	11,000	11,000
101-20-2102	2190	TELEPHONE & FAX	6,637	7,100	7,100	5,700
101-20-2102	2192	ROUTERS, INTERNET, DSL	1,923	2,200	1,530	1,800
101-20-2102	2230	PROGRAMS & ACTIVITIES	11,919	6,500	1,465	6,500
101-20-2102	2250	TRAINING EXPENSE	-	-	500	-
PUBLIC SAFETY / EOC						
101-29-2199	2170	SPECIAL MAT'LS-SUPPLIES	5,133	18,000	3,100	8,000
101-29-2199	2100	UTILITIES	-	-	-	300
101-29-2199	2250	TRAINING EXPENSE	3,050	4,750	3,600	4,750
OPERATING EXPENDITURES:			46,329	62,227	28,755	50,103

EMERGENCY PREPAREDNESS

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-29-2199	3880	C/O- MISC OTHER	-	27,100	26,118	11,700
		CAPITAL OUTLAY EXPENDITURES:	-	27,100	26,118	11,700
		GENERAL FUND - EMERGENCY PREPAREDNESS & EOC TOTAL:	46,329	89,327	54,873	61,803

FEDERAL EMERGENCY MANAGEMENT AGENCY PRE-DISASTER MITIGATION GRANT (Fund 221)

221-20-2102	2080	CAPITAL OUTLAY / CONTRACT SERV	8,020	22,730	-	22,730
		FEMA PRE-DISASTER MITIGATION GRANT FUND TOTAL:	8,020	22,730	-	22,730
		EMERGENCY PREPAREDNESS & EOC TOTAL (ALL FUNDS)	54,349	112,057	54,873	84,533

PUBLIC SAFETY
FAMILY RESOURCE & GANG PREVENTION PROGRAM
 ACTIVITY DETAIL

Account Number	Description	Cost
2230	<u>Programs & Activities:</u> Departmental program expenses - Youth intervention program field trips and team building projects, case management, Parent Project teaching materials, and Intervention Academy Program graduation supplies Norwalk Sheriff's Station PRIDE Program - funding for two classes	5,000 20,000 \$ 25,000

Budget Program: Family Resource Service & Gang Prevention Program, 2502

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
Community Worker	2.00	2.00	115,986	119,472	Prevention Specialist	1,560	1,560	1	47,500	48,204
TOTAL	2.00	2.00	115,986	119,472	TOTAL	1,560	1,560	1	47,500	48,204

PUBLIC SAFETY - FAMILY RESOURCE & GANG PREVENTION PROGRAM

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-20-2502	1020	SALARIES & WAGES	113,756	115,986	115,702	119,472
101-20-2502	1030	PART TIME WAGES	-	-	-	48,204
101-20-2502	1035	CONTRACT EMPLOYEES	53,640	47,500	45,725	-
101-20-2502	1049	BILINGUAL/CERTIFICAT PAY	1,300	1,300	1,297	1,300
101-20-2502	1060	PAID SICK LEAVE	2,405	2,677	2,677	2,600
101-20-2502	1065	ACCRUED PAID VACATION	4,483	4,576	4,576	4,600
101-20-2502	1080	MEDICARE	2,548	2,513	2,465	2,574
101-20-2502	1082	PERS - EMPLOYEE PORTION	9,204	9,280	9,360	8,364
101-20-2502	1083	PERS - EMPLOYER PORTION	20,554	21,816	22,006	24,454
101-20-2502	1085	LIFE INSURANCE	443	450	438	464
101-20-2502	1088	LONG-TERM DISABILITY INSURANCE	1,147	1,172	1,167	1,206
101-20-2502	1090	MEDICAL INS - FT EMPLOYEES	11,672	12,047	11,181	10,593
101-20-2502	1091	DENTAL INS - FT EMPLOYEES	1,747	1,818	1,743	1,748
101-20-2502	1092	VISION INS - FT EMPLOYEES	280	292	312	294
101-20-2502	1093	MEDICAL INS - PT EMPLOYEES	-	-	1,159	-
101-20-2502	1094	DENTAL INS - PT EMPLOYEES	-	-	586	-
101-20-2502	1096	UNEMPLOYMENT INSURANCE	-	186	-	74
101-20-2502	1097	WORKER'S COMPENSATION	2,700	2,566	2,568	2,392
PERSONNEL EXPENDITURES:			225,880	224,179	222,963	228,339
101-20-2502	2230	PROGRAMS & ACTIVITIES	4,744	24,500	21,000	25,000
OPERATING EXPENDITURES:			4,744	24,500	21,000	25,000
GENERAL FUND - GANG PROGRAM TOTAL			230,624	248,679	243,963	253,339

OFFICE OF TRAFFIC SAFETY MISC. GRANTS FUND

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
212-20-2103	2065	CONTRA SERV-SHERIFF DEPT	30,000	10,000	10,000	-
		SOBRIETY CHECK SC13286 GRANT TOTAL:	30,000	10,000	10,000	-
212-20-2109	2065	CONTRA SERV-SHERIFF DEPT	15,400	-	-	-
		SOBRIETY CHECK SC12286 GRANT TOTAL:	15,400	-	-	-
212-20-2110	2065	CONTRA SERV-SHERIFF DEPT	41,652	23,104	26,606	-
		STEP #PT1316 GRANT TOTAL:	41,652	23,104	26,606	-
		OTS MINI GRANTS TOTAL:	87,052	33,104	36,606	-

PUBLIC SAFETY - COPS GRANT FUND

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
222-20-2101	1020	REG SALARIES & WAGES	-	-	348	-
222-20-2101	1030	PART TIME WAGES	7,318	8,156	7,225	8,399
222-20-2101	1049	BI-LINGUAL/CERTIFICAT PAY	-	130	-	130
222-20-2101	1080	MEDICARE	102	290	110	285
222-20-2101	1083	PERS - EMPLOYER PORTION	-	-	66	-
222-20-2101	1093	MEDICAL INS - PT EMPLOYEES	574	-	375	-
222-20-2101	1094	DENTAL INS - PT EMPLOYEES	14	-	18	-
PERSONNEL EXPENDITURES:			8,008	8,576	8,141	8,814
222-20-2101	2058	CONTRACT SERV-SHERIFF(BOOKING)	18,120	16,000	16,000	84,829
222-20-2101	2065	CONTRA SERV-SHERIFF DEPT	90,558	147,312	147,312	100,000
222-20-2101	2080	CONTRACT SVC/NON-CLASS	-	10,000	10,000	-
222-20-2101	2161	ADMINISTRATIVE COSTS	749	-	-	-
222-20-2101	2170	SPECIAL MAT'LS-SUPPLIES	4,264	10,000	4,500	8,000
OPERATING EXPENDITURES:			113,691	183,312	177,812	192,829
COPS GRANT FUND TOTAL:			121,699	191,888	185,953	201,643

PUBLIC SAFETY - COPS HIRING PROGRAM

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
225-20-2105	2065	CONTRA SERV-SHERIFF DEPT	267,570	367,675	275,284	92,615
CAPITAL OUTLAY EXPENDITURES:			267,570	367,675	275,284	92,615
COPS HIRING GRANT FUND TOTAL:			267,570	367,675	275,284	92,615

JUSTICE ASSISTANCE GRANT (DEPT. 2104,2105,2106)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
224-20-2101	2065	CONTRA SERV-SHERIFF DEPT - TRAFFIC SAFTEY OPERATIONS JAG 2011-DX-BX-3174	27,747	32,101	13,597	-
OPERATING EXPENDITURES:			27,747	32,101	13,597	-
224-20-2104	3880	C/O-MISCELLANEOUS OTHER - CAMERA SYSTEM	-	-	-	32,379
224-20-2106	3880	C/O-MISCELLANEOUS OTHER - LAW ENFORCEMENT TECHNOLOGY ENHANCEMENTS JAG 2012-DJ-BX-0826	23,301	14,500	13,135	-
CAPITAL OUTLAY EXP			23,301	14,500	13,135	32,379
JUVENILE ASSISTANCE GRANT FUND TOTAL:			51,048	46,601	26,732	32,379

PUBLIC SERVICES

Administration

ACTIVITIES AND OBJECTIVES

Description of Activities

Public Services Administration oversees and directs a variety of maintenance services on publicly owned properties and right-of-ways, maintains the cleanliness and positive image of the City, and provides a safe physical environment for the public. Additional services provided under the guidance of the Administrative staff includes maintenance of facilities, streets and sidewalks, signals and safety lights, traffic signs and legends, street sweeping, water, trees, greenscape, sewers, graffiti, and emergency maintenance services.

Public Services Administration is also responsible for training and managing skilled and semi-skilled personnel, maintaining a large fleet of specialized equipment required to be responsive to community needs, and assisting residents with public service resource referrals.

Fiscal Year 2014-2015 Objectives

- Provide a well-respected, motivated, customer oriented, and highly responsive Public Services Department.
- Maintain compliance with current regulations and requirements at local, State and Federal levels.
- Research and implement energy efficient technologies to reduce expenses while improving operational efficiencies.
- Conduct energy efficiency survey of infrastructure to benchmark lighting and solar applications.
- Provide customer surveys to residents/businesses in an effort to evaluate and improve customer service.
- Enhance customer service by utilizing door hangers to improve communication with residents and businesses.
- Proactively outreach to the community by utilizing the City website, Norwalk NOW , Cable Channel, and email to keep Norwalk residents informed of Public Services projects and activities.
- Develop and improve Emergency Preparedness training activities for Public Services Department.
- Develop and oversee infrastructure improvement programs.
- Provide detailed employee evaluations including recommendations for worker growth and development and encourage participation in professional organizations.
- Increase and improve technical education and safety training Department-wide.

PUBLIC SERVICES
Public Services Administration
ACTIVITY DETAIL

Account Number	Description	Cost
2080	<u>Contract Services - Non-Classified:</u> NPDES permits, NPDES sampling, NPDES site plan, contract for special license testing, cart removals, additional support services, and special projects: Employee Drug/Alcohol screening 1,000 Shopping Cart retrieval 18,000 Support Services - compliance activities 2,700 Environmental sampling/NPDES consulting 5,300 AQMD equipment permits 3,000 NPDES permits 1,000 LA County Fire permits - CUPA 500 State Haz Mat fees 500 Special events and activities - Canopy set up, Arbor Day, etc. 5,900 Special activities (encroachment permits/flagging) 5,000 Southern California Edison Strategic Plan Grant 185,250 City wide security assessment study 21,000 LS1 Street light buyback consultant 30,000	\$ 279,150
2110	<u>Conferences & Meetings:</u> Public Works Institute, Maintenance Superintendent's Association Meetings, vendor workshops and meetings	3,000
2111	<u>Memberships:</u> Department memberships: American Public Works Association, Maintenance Superintendent's Association, Street Tree Seminar, International Society of Arboriculture, American Forestry Association, Traffic Control Superintendents Association and California Parks and Recreation Society	1,500

PUBLIC SERVICES
Public Services Administration
ACTIVITY DETAIL

Account Number	Description	Cost
2140	<u>Office Supplies:</u> Office supplies and paper, printer toners and all other department supplies	5,000
2170	<u>Special Materials & Supplies:</u> First aid medical supplies, staff safety materials, department materials and software Customer Notification Door Hangers	3,500 1,500 5,000
2250	<u>Training:</u> Department wide coverage: Class A Licensing, supervisor training, computer training, pest licensing and continuing education for pesticide applicator licensing, workshops for State and Federal regulations update, emergency preparedness, hazardous materials and emergency duty related training	8,200
101-3880	<u>Capital Outlay - Miscellaneous</u> Handheld radio for Superintendent	650
213-3880	<u>Capital Outlay - Miscellaneous</u> <u>Other: AQMD Fund</u> Purchase of 7 iPads for work order system (Monthly service budgeted under MIS 2192 account)	5,300

Budget Program: Public Services - Administration, 3101

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
Deputy City Manager (a)	0.80	0.75	116,794	112,779	Office Assistant I (e)	1,300	910	1	25,141	17,266
Public Services Superintendent (b)	1.45	1.90	154,354	191,516						
Management Analyst I (c)	0.65	0.60	35,938	34,173						
Payroll Personnel Tech.	1.00	1.00	63,819	65,730						
Office Assistant II (d)	0.95	0.95	45,908	47,285						
(a) 10% Water, 5% Transportation Center, 5% Sewer, 5% Environmental Services										
(b) 10% Transportation Center										
(c) 10% Sewer, 30% Water										
(d) 5% Sewer										
(e) 25% Water, 25% Sewer										
TOTAL	4.85	5.20	416,813	451,483	TOTAL	1,300	910	1	25,141	17,266

PUBLIC SERVICES ADMINISTRATION

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-30-3101	1020	SALARIES & WAGES	298,689	416,813	416,927	451,483
101-30-3101	1030	PART TIME WAGES	-	25,141	20,107	17,266
101-30-3101	1049	BILINGUAL/CERTIFICATE PAY	1,124	1,073	1,502	1,690
101-30-3101	1060	PAID SICK LEAVE	9,545	10,578	10,578	10,200
101-30-3101	1065	ACCRUED PAID VACATION	18,680	21,393	21,393	34,700
101-30-3101	1070	PAID SICK LEAVE ON TERMINATION	-	-	7,254	-
101-30-3101	1078	MANAGEMENT BENEFIT 401A	5,583	7,761	7,624	8,343
101-30-3101	1080	MEDICARE	4,898	7,187	7,039	7,655
101-30-3101	1081	MGMT BENEFIT/MEDICAL	11,702	19,485	14,949	11,554
101-30-3101	1082	PERS - EMPLOYEES' PORTION	24,278	31,552	33,474	29,898
101-30-3101	1083	PERS - EMPLOYER PORTION	54,232	78,401	78,702	92,408
101-30-3101	1084	UNIFORM ALLOWANCE	23,480	23,500	17,633	23,500
101-30-3101	1085	LIFE INSURANCE	1,183	1,615	1,526	1,750
101-30-3101	1088	LONG-TERM DISABILITY INSURANCE	3,478	4,211	4,601	4,561
101-30-3101	1090	MEDICAL INS - FT EMPLOYEES	40,917	54,299	50,844	52,270
101-30-3101	1091	DENTAL INS - FT EMPLOYEES	4,396	6,557	5,805	6,636
101-30-3101	1092	VISION INS - FT EMPLOYEES	850	1,168	1,140	1,312
101-30-3101	1093	MEDICAL INS - PT EMPLOYEES	-	-	2,192	2,800
101-30-3101	1094	DENTAL INS - PT EMPLOYEES	-	-	1,173	1,400
101-30-3101	1095	MEDICAL INS - RETIREES	26,413	23,712	18,138	19,400
101-30-3101	1096	UNEMPLOYMENT INSURANCE	-	666	-	279
101-30-3101	1097	WORKER'S COMPENSATION	8,640	9,220	9,216	9,038
101-30-3101	1099	ALLOCATED PAYROLL	-	-	(497)	-
PERSONNEL EXPENDITURES:			538,088	744,332	731,318	788,143

PUBLIC SERVICES ADMINISTRATION

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-30-3101	2050	PUBLICATIONS	-	100	-	100
101-30-3101	2080	CONTRACT SVC/NON-CLASS	21,779	268,950	80,000	279,150
101-30-3101	2100	UTILITIES	55,921	59,200	48,140	51,500
101-30-3101	2110	CONFERENCES & MEETINGS	1,226	1,200	1,200	3,000
101-30-3101	2111	MEMBERSHIPS	690	1,175	1,000	1,500
101-30-3101	2130	OFFICE EQPT MTCE	579	700	700	700
101-30-3101	2140	OFFICE SUPPLIES	4,210	4,000	4,500	5,000
101-30-3101	2141	POSTAGE	471	100	150	150
101-30-3101	2150	RENTAL EXPENSE	345	275	150	-
101-30-3101	2170	SPECIAL MAT'LS-SUPPLIES	4,755	3,200	3,200	5,000
101-30-3101	2190	TELEPHONE & FAX	10,016	9,400	7,700	7,700
101-30-3101	2220	VEHICLE MTCE & SUPPLIES	15,874	14,800	12,700	13,000
101-30-3101	2240	DUPLICATING SERVICE CHG	131	200	550	600
101-30-3101	2250	TRAINING EXPENSE	5,772	8,175	8,000	8,200
OPERATING EXPENDITURES:			121,768	371,475	167,990	375,600
101-30-3101	3880	C/O-MISCELLANEOUS OTHER	-	5,000	5,036	650
CAPITAL OUTLAY EXPENDITURES:			-	5,000	5,036	650
GENERAL FUND - PUBLIC SERVICES ADMINISTRATION TOTAL:			659,856	1,120,807	904,344	1,164,393

PUBLIC SERVICES ADMINISTRATION

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
213-30-3101	3880	C/O-MISCELLANEOUS OTHER	-	28,000	28,000	5,300
AQMD FUND TOTAL:			-	28,000	28,000	5,300
228-30-3101	2080	CONTRACT SVC/NON-CLASS	-	61,000	61,000	-
MEASURE R FUND TOTAL:			-	61,000	61,000	-
418-30-3101	2080	CONTRACT SVC/NON-CLASS	-	11,200	11,200	12,000
418-30-3101	2170	SPECIAL MAT'LS-SUPPLIES	-	4,000	3,960	3,000
ART IN PUBLIC PLACES FUND TOTAL:			-	15,200	15,160	15,000
745-30-3101	3860	C/O-OFFICE EQUIPMENT	-	12,000	12,772	-
EQUIPMENT REPLACEMENT FUND - PUBLIC SERVICES TOTAL:			-	12,000	12,772	-
PUBLIC SERVICES ADMINISTRATION TOTAL:			659,856	1,237,007	1,021,276	1,184,693

PUBLIC SERVICES

Security & Emergency Duty

ACTIVITIES AND OBJECTIVES

Description of Activities

The Security & Emergency Duty Section provides after hours emergency duty services City-wide.

Fiscal Year 2014-2015 Objectives

- Provide an efficient, responsive, cost-effective, and professional emergency response system.
- Conduct training for Public Services emergency staff responders in order to appropriately react to any situation in the safest and most efficient manner.
- Update and revise the Emergency Duty manual provided to staff to provide a functional guide for staff to reference.
- Provide information to Public Safety, Norwalk Sheriff Station, and other City facility staff through quarterly resource guide detailing emergency procedures.

PUBLIC SERVICES
Security & Emergency Duty
 ACTIVITY DETAIL

Account Number	Description	Cost
2090	<u>Equipment Maintenance & Supplies:</u> Maintain and repair power tools and supplies	\$ 300
2170	<u>Special Materials & Supplies:</u> Vests, equipment, and materials for use by emergency response staff assigned to Emergency Duty	1,900

SECURITY & EMERGENCY DUTY

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-30-3102	1040	OVERTIME SALARY & WAGES	14,262	18,400	16,581	13,400
101-30-3102	1050	STANDBY PAY	7,060	6,500	6,304	6,500
101-30-3102	1080	MEDICARE	222	289	332	289
PERSONNEL EXPENDITURES:			21,543	25,189	23,217	20,189
101-30-3102	2090	EQUIP MTCE & SUPPLIES	184	300	275	300
101-30-3102	2170	SPECIAL MAT'LS-SUPPLIES	1,872	1,900	1,850	1,900
101-30-3102	2220	VEHICLE MTCE & SUPPLIES	3,432	5,500	5,400	6,000
OPERATING EXPENDITURES:			5,487	7,700	7,525	8,200
GENERAL FUND - SECURITY & EMERGENCY DUTY TOTAL:			27,031	32,889	30,742	28,389

PUBLIC SERVICES

MR. SUN PROGRAM

ACTIVITIES AND OBJECTIVES

Description of Activities

The Mini Mr. SUN Program is a neighborhood clean-up program, scheduled throughout the year at various specified areas of the community at no cost to the residents. The City will provide various services to assist residents with the opportunity to clean up their properties and neighborhoods. Services include self-serve dumpsters for disposal of trash, tree clippings, furniture, etc. large item pick-up, and disposal of used motor oils. Dates and times of these events will be scheduled throughout the year and publicized in the specific designated neighborhoods.

Fiscal Year 2014-2015 Objectives

- Provide disposal services during neighbor clean-ups to help residents maintain their property.
- Collaborate with the Community Development Department to set goals to determine and target neighborhoods in need of clean-up events.
- Collaborate with the Recreation and Public Safety Departments to plan for volunteers to assist with neighborhood clean-up events.

PUBLIC SERVICES

Mr. Sun

ACTIVITY DETAIL

Account Number	Description	Cost
2141	<u>Postage:</u> Postage for flyer distribution	\$ 800
2171	<u>Special Materials:</u> Supplies for neighborhood events including work tools	1,200

Budget Program: Public Services - Mr. SUN Program, 3103

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
					Public Safety Officer I	132	132	2	3,250	3,360
					Recreation Leader II	125	125	2	1,750	1,813
TOTAL	0.00	0.00	-	-	TOTAL	257	257	4	5,000	5,173

MR. SUN PROGRAM

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-30-3103	1030	PART TIME WAGES	-	5,000	4,116	5,173
101-30-3103	1040	OVERTIME SALARY & WAGES	-	18,000	16,101	18,000
101-30-3103	1080	MEDICARE	-	334	293	336
101-30-3103	1093	MEDICAL INS - PT EMPLOYEES	-	-	118	-
PERSONNEL EXPENDITURES:			-	23,334	20,629	23,509
101-30-3103	2141	POSTAGE	-	800	800	800
101-30-3103	2171	SPECIAL MAT'LS-ST.LIGHTS	-	2,167	2,200	1,200
OPERATING EXPENDITURES:			-	2,967	3,000	2,000
GENERAL FUND - MR SUN PROGRAM TOTAL:			-	26,300	23,629	25,509

PUBLIC SERVICES

Facilities Maintenance

ACTIVITIES AND OBJECTIVES

Description of Activities

The Facilities Maintenance Section is responsible for the maintenance of buildings, hardscape and softscape on municipally-owned facilities and grounds City-wide. The Section responsibilities include installations, reconstructions, repairs, and maintenance at the following City facilities: City Hall, Transportation/Public Services Facility, Metrolink Station, Civic Center Parking Structure, and the Public Safety Substation. Areas of concentration include plumbing, heating, electrical, air conditioning, carpentry, custodial, and general maintenance and assistance.

Fiscal Year 2014-2015 Objectives

- Provide superior customer service relations at all facilities.
- Cross training programs for Facilities Maintenance employees to enhance proficiency.
- Provide upgraded, proactive, cost-effective, and responsive facility maintenance at all City-owned facilities.
- Provide improved energy efficient systems at all City facilities, via replacement of old parts/equipment with greener technologies, including implementation of new lighting technologies in facility parking lots to reduce energy consumption/costs.
- Complete necessary building repairs as identified through daily inspections, such as electrical and painting.
- Identify projects for future Capital Improvement programming, such as slurry sealing parking lots and HVAC replacements.
- Replace multi-purpose flooring in various locations throughout City Hall with new vinyl flooring.

PUBLIC SERVICES

Facilities Maintenance - City Hall and Transit/Public Services ACTIVITY DETAIL

Account Number	Description	Cost
2061	<u>Custodial Supplies:</u> City Hall and Parking Structure	\$ 17,000
2063	<u>Facility Maintenance Services:</u> Facility annual maintenance agreements:	120,200
	Security alarm services	9,700
	Landscape maintenance	27,500
	Tree trimming - City Hall parking lot	9,400
	Elevator maintenance	6,200
	HVAC service maintenance	13,000
	City Hall chiller unit maintenance	16,900
	Fire system testing/ maintenance	3,700
	Maintenance and repair of rollup doors	1,000
	Plant maintenance inside facilities	1,100
	Diesel fuel tank service	5,000
	Pest control	2,000
	Eyewash stations	500
	Floor machine servicing	1,200
	Refrigeration / ice machines	1,300
	Carbon monoxide testing	300
	Waste disposal	1,400
	Cleaning of floor mats, runners and misc. items	5,200
	Window cleaning	800
	Misc. mechanical and building services	7,000
	Cool rod cleaning	2,500
	Tile cleaning and sealing restrooms City Hall and Trans/Pub Svc	4,500

PUBLIC SERVICES

Facilities Maintenance - City Hall and Transit/Public Services ACTIVITY DETAIL

Account Number	Description	Cost
2069	<u>Contract Services/Projects:</u> Concourse lights - replace with LED (23 each) 4,600 Generator Load Study 14,800 Lighting upgrades to LED for interior and parking lot lights 3,500 Window and door film for east and west entries 5,300 Recessed light replacement in lobbies of 2nd/3rd floors (50%) 2,000	30,200
2072	<u>Custodial Supplies:</u> Transportation/Public Services Facility and Metro Center	17,000
2080	<u>Contract Services - Non-Classified:</u> Repairs and emergency services: HVAC repairs 16,000 Floor machine repairs 1,000 Steel door repairs 2,000 Alarm keypad repad 500 Misc. plumbing, electrical, flooring and mechanical repairs 33,500	53,000
2090	<u>Equipment Maint & Supplies:</u> City Hall generator and air compressor inspections	1,800
2150	<u>Rental Expense:</u> Equipment rental	300
2170	<u>Special Materials & Supplies:</u> Electrical, plumbing, roofing, lumber, etc., and facility repair materials and special equipment for all buildings and activities	25,500

PUBLIC SERVICES

Facilities Maintenance - City Hall and Transit/Public Services ACTIVITY DETAIL

Account Number	Description	Cost
2231	<u>Vandalism Repairs:</u> Vandalism repairs for City Hall and Transit/Pub Svc facilities	1,000
3850	<u>Capital Outlay - Tools & Work Equipment:</u> Vacuums and orbital carpet cleaner	4,800
3860	<u>Capital Outlay - Furniture and Fixtures:</u> Conference Room chairs (60 each) including carts	5,300
3880	<u>Capital Outlay - Miscellaneous Other:</u> Electronic gate opener for Foster Yard	1,800
	Eye Wash Station	1,000

Budget Program: Public Services - Facilities Maintenance, 3202

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
Maintenance Supervisor (a)	0.90	0.90	70,823	72,952	Maintenance Assistant	8,780	8,840	8	112,125	122,101
Maintenance Worker III	2.00	2.00	119,364	122,958						
Maintenance Worker II (b) (c)	3.47	2.77	187,103	153,827						
Maintenance Worker I	3.30	4.00	144,819	179,472						
(a) 10% Transportation Center Operations										
(b) 53% Transportation Center Operations										
(c) 70% Parking Structure Maintenance										
TOTAL	9.67	9.67	522,109	529,209	TOTAL	8,780	8,840	8	112,125	122,101

FACILITIES MAINTENANCE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-30-3202	1020	SALARIES & WAGES	494,852	522,109	524,746	529,209
101-30-3202	1030	PART TIME WAGES	96,465	112,125	109,366	122,101
101-30-3202	1040	OVERTIME SALARY & WAGES	96	-	48	-
101-30-3202	1048	MEDICAL OPT-OUT-GEN. UNIT	2,600	-	4,788	4,800
101-30-3202	1049	BILINGUAL/CERTIFICATE PAY	2,459	2,451	2,444	2,906
101-30-3202	1060	PAID SICK LEAVE	4,116	6,848	6,848	9,600
101-30-3202	1065	ACCRUED PAID VACATION	21,872	22,583	22,583	26,700
101-30-3202	1080	MEDICARE	7,655	9,695	9,727	10,125
101-30-3202	1082	PERS - EMPLOYEES' PORTION	39,400	41,303	42,175	35,351
101-30-3202	1083	PERS - EMPLOYER PORTION	89,041	98,211	99,159	108,318
101-30-3202	1085	LIFE INSURANCE	1,755	1,824	1,787	1,736
101-30-3202	1088	LONG-TERM DISABILITY INSURANCE	5,061	5,275	5,231	5,345
101-30-3202	1090	MEDICAL INS - FT EMPLOYEES	83,087	78,747	78,606	77,378
101-30-3202	1091	DENTAL INS - FT EMPLOYEES	10,340	10,095	9,676	8,974
101-30-3202	1092	VISION INS - FT EMPLOYEES	1,276	1,266	1,262	1,346
101-30-3202	1093	MEDICAL INS - PT EMPL	2,875	2,760	4,347	5,600
101-30-3202	1094	DENTAL INS - PT EMPL	1,454	1,396	2,199	2,800
101-30-3202	1095	MEDICAL INS - RETIREES	57,183	58,531	49,064	53,500
101-30-3202	1096	UNEMPLOYMENT INSURANCE	(494)	833	8,751	11,675
101-30-3202	1097	WORKER'S COMPENSATION	48,768	47,428	47,424	51,099
PERSONNEL EXPENDITURES:			969,863	1,023,480	1,030,231	1,068,562

FACILITIES MAINTENANCE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-30-3202	2061	CUSTODIAL SUPPLIES	37,802	15,000	17,000	17,000
101-30-3202	2063	FACILITY MTCE SERVICES/CONTRACTS	111,534	126,900	125,000	120,200
101-30-3202	2069	CONTRACT SVC/PROJECTS	-	-	-	30,200
101-30-3202	2072	CUSTODIAL SUPPLY-TRANSIT/PUBLIC SVS	-	15,000	17,000	17,000
101-30-3202	2073	CUSTODIAL SUPPLY- SOCIAL SVS	-	9,000	9,000	-
101-30-3202	2080	CONTRACT SVC/NON-CLASS	74,696	69,800	70,000	53,000
101-30-3202	2090	EQUIP MTCE & SUPPLIES	1,312	1,800	1,500	1,800
101-30-3202	2100	UTILITIES	169,279	177,500	221,500	232,300
101-30-3202	2150	RENTAL EXPENSE	-	300	300	300
101-30-3202	2170	SPECIAL MAT'LS-SUPPLIES	32,667	34,000	30,000	25,500
101-30-3202	2190	TELEPHONE & FAX	4,553	4,700	4,800	4,800
101-30-3202	2220	VEHICLE MTCE & SUPPLIES	30,755	28,500	32,500	33,000
101-30-3202	2231	VANDALISM REPAIR	1,545	1,400	1,000	1,000
OPERATING EXPENDITURES:			464,142	483,900	529,600	536,100

FACILITIES MAINTENANCE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-30-3202	3850	C/O-TOOLS & WORK EQUIP	-	15,400	-	4,800
101-30-3202	3860	C/O-FURNITURE AND FIXTURES	-	-	-	5,300
101-30-3202	3880	C/O-MISCELLANEOUS OTHER	-	8,200	7,991	2,800
CAPITAL OUTLAY EXPENDITURES:			-	23,600	7,991	12,900
GENERAL FUND - FACILITIES MAINTENANCE TOTAL:			1,434,005	1,530,980	1,567,822	1,617,562
418-30-3202	2080	CONTRACT SVC/NON-CLASS	7,920	-	-	-
ART IN PUBLIC PLACES FUND - FACILITIES MAINTENANCE TOTAL:			7,920	-	-	-
FACILITIES MAINTENANCE TOTAL (ALL FUNDS):			1,441,925	1,530,980	1,567,822	1,617,562

PUBLIC SERVICES

Civic Center Parking Structure

ACTIVITIES AND OBJECTIVES

Description of Activities

The Norwalk Civic Center Parking Structure provides parking facilities for visitors and employees of the Los Angeles County Courthouse, and patrons of the Norwalk Civic Center and Norwalk Entertainment Center. The tri-level structure has 1,019 parking spaces providing easily accessible and safe parking for visitors to the Norwalk Civic Center area. Management services for the Parking Structure, including booth/facility staffing, power sweeping, and landscaping are provided by private management companies.

Fiscal Year 2014-2015 Objectives

- Provide quality/proactive maintenance throughout the facility.
- Provide efficient facility management.
- Provide safe parking for Civic Center/Entertainment Center patrons.
- Provide an efficient parking payment method operation and continue reviewing rates and cost efficiencies for adjustments as necessary.

Funded by Parking Structure Revenues (Fund 243)

PUBLIC SERVICES
Civic Center Parking Structure
ACTIVITY DETAIL

Account Number	Description	Cost
2063	<u>Facility Maintenance Services:</u> Elevator maintenance 8,800 Structure sweeping services 30,200 Landscaping maintenance 9,300 Window cleaning 1,900	\$ 50,200
2080	<u>Contract Services - Non-Classified:</u> Contract management of facility including security, booth/facility staffing, management operations, and general facility maintenance and repairs: Parking facility management/staffing 170,000 Elevator repair 1,000 Gate repair 1,500 Fire protection service 1,000 Miscellaneous repairs - painting, lighting, walls, etc. 5,700 Pressure wash and restriping 13,000	192,200
2170	<u>Special Materials/Supplies:</u> Materials needed for daily structure operation - paint, bulbs, and chemicals	5,500
2231	<u>Vandalism Repair:</u> Vandalshield window covering, fire box repair/extinguishers, etc.	2,500
3840	<u>Capital Outlay - Buildings and Improvement:</u> Elevator flooring and stair tread equipment	2,500
3880	<u>Capital Outlay - Miscellaneous Other:</u> Parking Control System Upgrade	45,000

Budget Program: Public Services - Parking Structure Maintenance, 3203

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
Maintenance Worker I	0.70	0.00	27,491	-	Public Safety Officer (b)	3,432	3,432	2	84,821	87,349
Maintenance Worker II (a)	0.00	0.70	-	38,874						
(a) 30% Facilities										
(b) Under Public Safety (2101) supervision										
TOTAL	0.70	0.70	27,491	38,874	TOTAL	3,432	3,432	2	84,821	87,349

PARKING STRUCTURE OPERATIONS

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
243-30-3203	1020	SALARIES & WAGES	26,956	27,491	28,573	38,874
243-30-3203	1030	PART TIME WAGES	53,122	84,821	40,944	87,349
243-30-3203	1049	BILINGUAL/CERTIFICATE PAY	446	455	454	-
243-30-3203	1065	ACCRUED PAID VACATION	1,049	1,071	1,071	600
243-30-3203	1080	MEDICARE	1,163	1,657	1,030	1,839
243-30-3203	1082	PERS - EMPLOYEES' PORTION	1,099	1,100	2,322	2,722
243-30-3203	1083	PERS - EMPLOYER PORTION	4,909	5,171	5,460	7,957
243-30-3203	1085	LIFE INSURANCE	9	10	9	151
243-30-3203	1088	LONG-TERM DISABILITY INSURANCE	256	278	271	393
243-30-3203	1090	MEDICAL INS - FT EMPLOYEES	4,096	4,305	4,349	6,720
243-30-3203	1091	DENTAL INS - FT EMPLOYEES	246	256	245	978
243-30-3203	1092	VISION INS - FT EMPLOYEES	98	102	100	103
243-30-3203	1093	MEDICAL INS - PT EMPLOYEES	2,014	-	1,208	-
243-30-3203	1094	DENTAL INS - PT EMPLOYEES	219	-	107	-
243-30-3203	1096	UNEMPLOYMENT INSURANCE	-	44	-	24
243-30-3203	1097	WORKER'S COMPENSATION	612	608	612	778
PERSONNEL EXPENDITURES:			96,294	127,369	86,754	148,488

PARKING STRUCTURE OPERATIONS

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
243-30-3203	2063	FACILITY MTCE SERVICES/CONTRACTS	47,089	48,900	49,200	50,200
243-30-3203	2080	CONTRACT SVC/NON-CLASS	171,494	183,500	156,500	192,200
243-30-3203	2100	UTILITIES	41,724	49,500	34,250	36,600
243-30-3203	2170	SPECIAL MAT'LS-SUPPLIES	4,265	7,200	2,200	5,500
243-30-3203	2190	TELEPHONE & FAX	2,079	2,200	2,200	2,200
243-30-3203	2231	VANDALISM REPAIR	2,036	4,000	1,500	2,500
243-30-3203	2450	LIAB, FIRE & OTHERS INS.	4,565	689	5,043	5,200
OPERATING EXPENDITURES:			273,251	295,989	250,893	294,400
243-30-3203	3840	C/O-BUILDINGS & IMPRVMT	-	-	-	2,500
243-30-3203	3880	C/O-MISCELLANEOUS OTHER	-	-	-	45,000
CAPITAL OUTLAY EXPENDITURES:			-	-	-	47,500
243-90-9320	3990	TRANSFER TO DEBT SERVICE FUND	374,132	355,998	253,123	251,215
PARKING STRUCTURE OPERATION FUND TOTAL:			743,677	779,356	590,770	741,604

PUBLIC SERVICES

Norwalk/Santa Fe Springs Transportation Center ACTIVITIES AND OBJECTIVES

Description of Activities

The City of Norwalk, as the lead agency for the Norwalk/Santa Fe Springs Transportation Center, will operate the facility in conjunction with the City of Santa Fe Springs. Costs for maintenance and operation of the Transportation Center are shared equally between the two cities.

The Transportation Center serves the business community and public agencies in providing alternative means of transportation for residents of Norwalk and neighboring communities. The Norwalk/Santa Fe Springs Transportation Center continues to serve as a key link in the regional transportation system.

Fiscal Year 2014-2015 Objectives

- Provide quality/proactive maintenance throughout the facility.
- Provide a safe and clean parking location for Transportation Center users, and continue providing security services through the Norwalk Department of Public Safety.
- Collaborate with surrounding Cities to gather input to provide business and public agencies with a convenient transportation alternative for employees.
- Monitor and implement maintenance upgrades in an effort to improve the overall appearance of the Center.
- Coordinate with Norwalk Transit to identify goals for upcoming/planned physical and infrastructure changes to the Center for improved accessibility.

Funded by Proposition C Entitlement (Fund 227)

PUBLIC SERVICES
Norwalk/Santa Fe Springs Transportation Center
ACTIVITY DETAIL

Account Number	Description	Cost
2063	<u>Facility Maintenance Services:</u> Landscape maintenance Structure and parking lot sweeping services Alarm service maintenance Window cleaning services Elevator maintenance services Pest control	5,200 17,000 4,000 900 6,100 500
2080	<u>Contract Services - Non-Classified:</u> Elevator repair Citation processing/management - misc. General Maintenance services - replacement of plant material Misc. - bulbs, ballasts, paint, etc.	 1,000 600 5,000 1,000
2170	<u>Special Materials/Supplies:</u> Maintenance supplies - bulbs, ballasts, paint, decals, etc.	 5,000
2231	<u>Vandalism Repairs:</u> Damage to structure, windows, and platforms	 4,000
2401	<u>Parking Citations Surcharge:</u> State mandated surcharges for parking citations	 2,400

Budget Program: Public Services - Transportation Center Operations, 3204

Full Time Positions

Part Time Positions

Position Title	FY 13-14	FY 14-15	FY 13-14	FY 14-15	Position Title	FY 13-14	FY 14-15	FY 14-15	FY 13-14	FY 14-15
	Adopted Allocation	Adopted Allocation	Budgeted Salary	Budgeted Salary		Adopted Hours	Adopted Hours	Number of PT Positions	Budgeted Wages	Budgeted Wages
Deputy City Manager (a)	0.05	0.05	7,300	7,519	Public Safety Officer (d)	3,016	3,016	3	74,540	76,762
Public Services Supt. (b)	0.10	0.10	10,646	10,965						
Maintenance Supervisor (c)	0.10	0.10	7,869	8,106						
Public Safety Officer II (d)	1.00	1.00	59,682	55,756						
Maintenance Worker II (e)	0.53	0.53	28,576	29,433						
Customer Service Assistant (f)	0.00	0.30	-	14,933						
Office Assistant II	0.30	0.00	14,497	-						
(a) 75% Administration, 10% Water, 5% Sewer, 5% Environmental Services										
(b) 90% Administration										
(c) 90% Facilities Maint.										
(d) Under Public Safety supervision										
(e) 47% Facility Maint.										
(f) 70% Transit Admin.										
TOTAL	2.08	2.08	128,570	126,712	TOTAL	3,016	3,016	3	74,540	76,762

TRANSPORTATION CENTER OPERATIONS

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
227-30-3204	1020	REG SALARIES & WAGES	120,017	128,570	112,937	126,712
227-30-3204	1030	PART TIME WAGES / PSO	79,149	74,540	84,125	76,762
227-30-3204	1045	COMP TIME PAY	-	-	3,326	-
227-30-3204	1048	MEDICAL OPT-OUT-GEN. UNIT	-	-	2,872	6,240
227-30-3204	1049	BILINGUAL/CERTIFICATE PAY	995	995	806	540
227-30-3204	1060	PAID SICK LEAVE	300	337	337	-
227-30-3204	1065	ACCRUED PAID VACATION	1,886	1,841	2,930	4,100
227-30-3204	1070	PAID SICK LEAVE ON TERM	-	-	1,669	-
227-30-3204	1078	MANAGEMENT BENEFIT 401A	468	505	479	521
227-30-3204	1080	MEDICARE	2,860	3,024	3,046	3,123
227-30-3204	1081	MGMT BENEFIT/MEDICAL	1,268	1,303	1,086	462
227-30-3204	1082	PERS - EMPLOYEES' PORTION	9,685	10,288	9,099	4,970
227-30-3204	1083	PERS - EMPLOYER PORTION	21,629	24,186	21,394	25,938
227-30-3204	1085	LIFE INSURANCE	212	283	336	493
227-30-3204	1088	LONG-TERM DISABILITY INSURANCE	1,269	1,299	1,146	1,280
227-30-3204	1090	MEDICAL INS - FT EMPLOYEES	15,825	16,428	11,101	8,109
227-30-3204	1091	DENTAL INS - FT EMPLOYEES	2,094	2,915	1,842	1,090
227-30-3204	1092	VISION INS - FT EMPLOYEES	315	336	231	294
227-30-3204	1093	MEDICAL INS - PT EMPL	2,881	-	2,966	-
227-30-3204	1094	DENTAL INS - PT EMPL	92	-	46	-
227-30-3204	1096	UNEMPLOYMENT INSURANCE	-	206	-	78
227-30-3204	1097	WORKER'S COMPENSATION	2,916	2,843	2,844	2,537
PERSONNEL EXPENDITURES:			263,858	269,898	264,617	263,248

TRANSPORTATION CENTER OPERATIONS

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
227-30-3204	2063	FACILITY MTCE SERVICES/CONTRACTS	33,303	35,432	35,000	33,700
227-30-3204	2080	CONTRACT SVC/NON-CLASS	5,390	8,600	5,000	7,600
227-30-3204	2100	UTILITIES	28,607	34,300	36,370	37,800
227-30-3204	2150	RENTAL EXPENSES	48,405	50,330	25,000	-
227-30-3204	2170	SPECIAL MAT'LS-SUPPLIES	1,505	3,000	5,000	5,000
227-30-3204	2190	TELEPHONE & FAX	1,093	2,000	3,200	3,200
227-30-3204	2231	VANDALISM REPAIR	18,856	2,500	3,000	4,000
227-30-3204	2401	PARKING CITATIONS SURCHARGE	5,804	8,500	2,100	2,400
OPERATING EXPENDITURES:			142,962	144,662	114,670	93,700
TRANSIT CENTER OPERATION FUND TOTAL:			406,821	414,560	379,287	356,948

PUBLIC SERVICES

Street Maintenance

ACTIVITIES AND OBJECTIVES

Description of Activities

The Street Maintenance Section is responsible for maintaining 187 miles of asphalt pavement and 400 miles of sidewalks City-wide. The Section prepares designated streets for slurry and overlay utilizing several repair methods, and maintains 220,000 square feet of drainage, 11,250 square feet of culverts, 5,700 linear feet of dead-ends and cul-de-sacs, and 306,825 square feet of City owned lots, hillsides, parkways and commercial sidewalks. Additionally, this Section maintains trash receptacles at various locations City-wide.

Fiscal Year 2014-2015 Objectives

- Repair damaged asphalt prior to street improvement projects City-wide.
- Improve street and alley conditions causing hazardous road situations utilizing in-house resources and equipment.
- Collaborate with the Engineering Department at regular scheduled meeting to set goals and determine deteriorating City-wide street and alley conditions for future Capital Improvement project planning.
- Repair of damaged sidewalks City-wide in a timely and efficient manner, as soon as hazards are reported or identified/observed.
- Maintain cleanliness of sidewalks, bus benches, and trash receptacles at all bus stop locations City-wide, via oversight of contractor performance.
- Remove illegally dumped items from the City's right-of-way/alleyways, where causing hazardous situations and/or obstructing traffic.
- Complete replacement of damaged concrete on center medians City-wide.

Partially funded from Gas Tax (Fund 204), Measure R (228) & Highway User Tax Section 2103 (Fund 426)

PUBLIC SERVICES
Street Maintenance
ACTIVITY DETAIL

Account Number	Description	Cost
2080	<u>Contract Services - Non-Classified:</u> Landscaping maintenance 10,500 Hazardous materials removal 7,000	\$ 17,500
2088	<u>Contract Services - Debris Disposal:</u> Disposal of asphalt, concrete and all debris generated by public services activities within the City right-of-way	40,600
2090	<u>Equipment Maintenance & Supplies:</u> Pumps, sprayers, ventilators, grinding bits, and hydraulic hoses	300
2180	<u>Small Tools:</u> Finishing tools and hand tools	400
Prop C - 2080	<u>Contract Services:</u> Bus Stop Maintenance	104,700
Measure R - 2080	<u>Contract Services:</u> City-wide sidewalk repairs 125,000 Bus stop repairs and street/right-of-way repairs 7,600	132,600

PUBLIC SERVICES

Street Maintenance

ACTIVITY DETAIL

Account Number	Description	Cost
Measure R - 2170 Highway User Tax (HUT) Section 2103 - 2080	<u>Special Materials/Supplies:</u> Asphalt/street repair products <u>Contract Services:</u> Bridge preventative maintenance - City's share for County bridge inspection/maintenance program	49,000 12,000

Budget Program: Public Services - Street Maintenance, 3302

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
Maintenance Supervisor (a)	0.45	0.45	35,411	36,476						
Maintenance Worker III	1.00	1.00	59,682	61,479						
Maintenance Worker II	3.00	3.00	156,357	163,534						
Facility Maintenance I	1.00	1.00	47,528	48,958						
(a) 10% Street Sweeping, 45% Graffiti										
TOTAL	5.45	5.45	298,978	310,447	TOTAL	-	-	-	-	-

STREET MAINTENANCE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-30-3302	1020	REG SALARIES & WAGES	283,012	298,978	276,314	310,447
101-30-3302	1030	PART TIME WAGES	1,683	-	-	-
101-30-3302	1040	OVERTIME SALARIES	39	-	42	-
101-30-3302	1048	MEDICAL OPT-OUT-GEN. UNIT	-	-	2,640	4,800
101-30-3302	1049	BILINGUAL/CERTIFICATE PAY	1,089	-	1,045	-
101-30-3302	1060	PAID SICK LEAVE	8,111	9,071	9,071	6,400
101-30-3302	1065	ACCRUED PAID VACATION	7,574	9,820	9,820	9,300
101-30-3302	1080	MEDICARE	3,451	4,627	4,334	4,812
101-30-3302	1082	PERS - EMPLOYEES' PORTION	22,776	23,921	22,189	21,735
101-30-3302	1083	PERS - EMPLOYER PORTION	50,863	56,238	52,169	63,541
101-30-3302	1085	LIFE INSURANCE	1,100	1,159	1,159	1,204
101-30-3302	1088	LONG-TERM DISABILITY INSURANCE	2,853	3,021	2,993	3,135
101-30-3302	1090	MEDICAL INS - FT EMPLOYEES	49,343	52,320	48,092	42,839
101-30-3302	1091	DENTAL INS - FT EMPLOYEES	6,078	6,342	6,227	6,217
101-30-3302	1092	VISION INS - FT EMPLOYEES	739	796	714	655
101-30-3302	1095	MEDICAL INS - RETIREES	29,870	29,379	25,183	31,700
101-30-3302	1096	UNEMPLOYMENT INSURANCE	-	478	-	191
101-30-3302	1097	WORKER'S COMPENSATION	9,456	8,150	8,148	7,951
PERSONNEL EXPENDITURES:			478,037	504,300	470,139	514,927

STREET MAINTENANCE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-30-3302	2080	CONTRACT SVC/NON-CLASS	30,639	20,025	19,400	17,500
101-30-3302	2088	CONTRA SVC-DEBRIS DISPOS	40,101	40,600	40,600	40,600
101-30-3302	2090	EQUIP MTCE & SUPPLIES	-	300	275	300
101-30-3302	2180	SMALL TOOLS	400	400	390	400
101-30-3302	2220	VEHICLE MTCE & SUPPLIES	58,832	74,300	78,000	79,200
OPERATING EXPENDITURES:			129,971	135,625	138,665	138,000
101-30-3302	3850	C/O-TOOLS & WORK EQUIP	-	6,300	5,950	-
CAPITAL OUTLAY EXPENDITURES:			-	6,300	5,950	-
101-30-3302	3991	INTER-FUND TXFR/HUT SECTION 2103	(335,000)	(475,578)	(475,578)	(520,000)
101-30-3302	3996	INTER-DEPT TXFR/GAS TAX	(142,539)	(94,922)	(94,922)	(94,600)
INTER-DEPARTMENTAL TRANSFERS:			(477,539)	(570,500)	(570,500)	(614,600)
GENERAL FUND - STREET MAINTENANCE			130,469	75,725	44,254	38,327

STREET MAINTENANCE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
204-70-7199	3996	INTER-DEPT TXFR/GAS TAX	142,539	94,922	94,922	94,600
GAS TAX FUND - STREET MAINTENANCE 1			142,539	94,922	94,922	94,600
213-30-3302	3820	C/O-AUTOMOTIVE EQUIPMENT	-	110,000	93,250	-
AQMD FUND - STREET MAINTENANCE TOTAL:			-	110,000	93,250	-
227-30-3302	2080	CONTRACT SERVICES	110,986	101,620	101,605	104,700
PROP C FUND - STREET MAINTENANCE TOTAL:			110,986	101,620	101,605	104,700
228-30-3302	2080	CONTRACT SERVICES	41,020	148,859	148,800	132,600
228-30-3302	2170	SPECIAL MATERIALS/SUPPLIES	48,756	49,000	48,500	49,000
MEASURE R FUND - STREET MAINTENANCE TOTAL:			89,776	197,859	197,300	181,600

STREET MAINTENANCE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
426-30-3302	3991	INTER-FUND TXFR/ HUT SECTION 2103	335,000	475,578	475,578	520,000
426-30-3302	2080	CONTRACT SERVICES	77	12,000	8,500	12,000
HIGHWAY USER TAX (HUT) SECTION 2103 FUND - STREET MAINTENANCE TOTAL:			335,077	487,578	484,078	532,000
746-30-3302	3820	C/O-AUTOMOTIVE EQUIPMENT	-	-	-	60,000
746-30-3302	3850	C/O-TOOLS & WORK EQUIP	-	-	-	31,300
VEHICLE REPLACEMENT FUND - STREET MAINTENANCE TOTAL:			-	-	-	91,300
STREET MAINTENANCE TOTAL (ALL FUNDS):			808,847	1,067,704	1,015,409	1,042,527

PUBLIC SERVICES

Traffic Maintenance

ACTIVITIES AND OBJECTIVES

Description of Activities

The Traffic Maintenance Section maintains 180 miles of street painting at over 5,600 locations. The Section maintains approximately 45,000 regulatory signs, 300 barricade/guard rails, and other traffic devices such as reflectors, bottle dots, and parking bumper stops. In addition, the Section paints parking lots at the Social Service Center, Senior Citizens Center, Alondra Library, City Hall, Transportation Center, Parking Structure, and City parks, while also painting center lines on all major arterial streets and many collector streets. The Traffic Maintenance Section also installs, cleans, and maintains all City seasonal and community banners on display in the medians and City facility parking lots.

Fiscal Year 2014-2015 Objectives

- Respond within 24 hours to all signs knocked down by auto accidents or vandalism.
- Repaint existing painted traffic legends that have been removed due to wear, and in conjunction with street improvement programs.
- Replace painted crosswalks with thermoplastic material.
- Maintain all existing sign and banner inventory on all major thoroughfares.
- Upgrade of neighborhood sign inventory City-wide.
- Restripe all City parking lot locations.
- Restripe all major roadways on an annual basis, through use of contractors and in-house resources.
- Comply with recent and upcoming MUTCD regulation changes related to street name signs and retroreflectivity standards.
- Replace deteriorated/damaged regulatory, parking, and warning signs in and around neighborhoods City-wide.

Partially funded by State Gasoline Taxes (Fund 204)

PUBLIC SERVICES
Traffic Maintenance
ACTIVITY DETAIL

Account Number	Description	Cost
2090	<u>Equipment Maintenance & Supplies:</u> Repair parts for specialized equipment such as paint guns and hose reels	\$ 1,000
2180	<u>Small Tools:</u> Various hand tools and replacement costs	300
3850	<u>Capital Outlay - Tools - Work Equipment:</u> Punjar Jack Hammer, Hydraulic Post Puller	12,100
Measure R - 2080	<u>Contract Services - Non-Classified:</u> Traffic control devices caused by auto accidents and bridge repairs	7,600
Measure R - 2120	<u>Non-Illuminated Signs:</u> City-wide warning and regulatory signs, street sweeping signage, no parking signs, miscellaneous signage City-wide	38,300
Measure R - 2170	<u>Special Materials & Supplies:</u> Paint, thinners, poles, fencing, guard rails, cones, barricades, bolts dots, bolts, cement, epoxy, etc. for right-of-way areas	20,000
Measure R - 2210	<u>Traffic Marking Materials:</u> Paint for striping and legend replacement	17,100
Highway User Tax (HUT) Section 2103 2080	<u>Contract Services - Non-Classified:</u> Re-striping of lanes/roadway markings and crosswalk thermoplastic installation	75,000

Budget Program: Public Services - Traffic Maintenance, 3303

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
Water Utilities Supervisor (a)	0.05	0.05	3,935	4,053	Maintenance Assistant	1,040	1,040	1	13,282	13,412
Maintenance Worker III	1.00	1.00	59,682	61,479						
Maintenance Worker I	1.00	1.00	44,346	45,670						
Maintenance Worker II	1.00	1.00	53,927	55,533						
(a) 80% Water, 5% Signals, 10% Sewer										
TOTAL	3.05	3.05	161,890	166,735	TOTAL	1,040	1,040	1	13,282	13,412

TRAFFIC MAINTENANCE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-30-3303	1020	SALARIES & WAGES	156,640	161,890	161,602	166,735
101-30-3303	1030	PART TIME WAGES	14,598	13,282	14,641	13,412
101-30-3303	1040	OVERTIME SALARY & WAGES	401	-	202	-
101-30-3303	1049	BI-LINGUAL/CERTIFICATE PAY	32	33	31	-
101-30-3303	1060	PAID SICK LEAVE	4,265	5,125	5,125	5,200
101-30-3303	1065	ACCRUED PAID VACATION	1,613	1,721	1,721	5,500
101-30-3303	1080	MEDICARE	2,447	2,640	2,658	2,767
101-30-3303	1082	PERS - EMPLOYEES' PORTION	12,561	12,953	12,931	11,673
101-30-3303	1083	PERS - EMPLOYER PORTION	28,051	30,453	30,402	34,127
101-30-3303	1085	LIFE INSURANCE	608	628	615	646
101-30-3303	1088	LONG-TERM DISABILITY INSURANCE	1,576	1,636	1,629	1,684
101-30-3303	1090	MEDICAL INS - FT EMPLOYEES	25,450	25,675	25,666	26,120
101-30-3303	1091	DENTAL INS - FT EMPLOYEES	4,258	4,432	4,247	4,261
101-30-3303	1092	VISION INS - FT EMPLOYEES	426	446	435	449
101-30-3303	1094	DENTAL INS-PT EMPLOYEES	756	1,396	806	-
101-30-3303	1095	MEDICAL INS - RETIREES	44,977	46,540	39,520	42,500
101-30-3303	1096	UNEMPLOYMENT INSURANCE	-	258	-	103
101-30-3303	1097	WORKER'S COMPENSATION	3,876	3,816	3,816	3,603
PERSONNEL EXPENDITURES:			302,536	312,924	306,047	318,780

TRAFFIC MAINTENANCE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-30-3303	2080	CONTRACT SVC/NON-CLASS	-	-	200	-
101-30-3303	2090	EQUIP MTCE & SUPPLIES	228	1,000	900	1,000
101-30-3303	2180	SMALL TOOLS	261	275	275	300
101-30-3303	2220	VEHICLE MTCE & SUPPLIES	18,482	17,800	21,800	21,500
OPERATING EXPENDITURES:			18,971	19,075	23,175	22,800
101-30-3303	3850	C/O-TOOLS & WORK EQUIP	-	2,000	1,970	12,100
CAPITAL OUTLAY EXPENDITURES:			-	2,000	1,970	12,100
101-30-3303	3991	INTER-FUND TXFR/HUT SECTION 2103		(150,000)	(150,000)	(200,000)
101-30-3303	3996	INTER-DEPT TXFR/GAS TAX	(137,941)	(135,800)	(135,800)	(135,300)
GENERAL FUND - TRAFFIC MAINTENANCE TOTAL:			183,566	48,199	45,392	18,380
204-70-7199	3996	INTER-DEPT TXFR/GAS TAX	137,941	135,800	135,800	135,300
GAS TAX FUND - TRAFFIC MAINTENANCE TOTAL:			137,941	135,800	135,800	135,300

TRAFFIC MAINTENANCE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
228-30-3303	2080	CONTRACT SERVICES	7,379	7,600	3,000	7,600
228-30-3303	2120	NON-ILLUMINATED SIGNS	38,264	38,300	38,000	38,300
228-30-3303	2170	SPECIAL MAT'LS-SUPPLIES	19,051	19,250	19,250	20,000
228-30-3303	2210	TRAFFIC MARKING MATERIALS	17,203	17,100	17,100	17,100
MEASURE R FUND - TRAFFIC MAINTENANCE TOTAL:			81,896	82,250	77,350	83,000
426-30-3303	2080	CONTRACT SVC/NON-CLASS	69,546	75,000	73,000	75,000
426-30-3303	3991	INTER-FUND TXFR/HUT SECTION 2103	-	150,000	150,000	200,000
HIGHWAY USER TAX SECTION 2103 FUND - TRAFFIC MAINTENANCE TOTAL:			69,546	225,000	223,000	275,000
TRAFFIC MAINTENANCE TOTAL (ALL FUNDS):			472,950	491,249	481,542	511,680

PUBLIC SERVICES

Signals & Street Lighting

ACTIVITIES AND OBJECTIVES

Description of Activities

The Signals & Street Lighting Section maintains 81 signalized intersections (includes three Pedestrian signals), 1 fire pre-emption signal (Norwalk x Adoree), 3 flashing beacons (Firestone, west of 5 freeway; Alondra, west of Excelsior; and Bloomfield, south of Markdale), and 276 safety lighting fixtures City-wide. This Section also has an in-house repair program in which signals and safety lighting equipment is rebuilt. Additional responsibilities include the maintenance of lights on park grounds, assistance with all electrical installations and retrofits, and maintenance of all illuminated street name signs. Also, this Section provides 24 hour emergency service response for signal outages.

Fiscal Year 2014-2015 Objectives

- Provide monthly preventative maintenance and inspect, monitor and adjust all signalized intersections and beacons.
- Maintain replacement of light emitting diodes (LED's) City-wide as needed.
- Evaluate the first year of energy savings from the replacement of safety lights, from High Pressure Sodium to energy efficient LED fixtures.
- Conduct monthly nighttime signal, street light, and safety light inspections.
- Proactively communicate with Southern California Edison and Caltrans to address deficiencies to their agency owned lighting and/or signal infrastructure.
- Coordinate with surrounding cities, Caltrans, and LA County to continually improve traffic flow.
- Provide weekly exterior cleaning and maintenance of all signal cabinets.
- Continue cost recovery efforts for damaged signal poles/equipment caused by traffic accidents and/or electrical malfunctions caused by service providers.
- Seek full utilization of the Centracs traffic signal management center (installed fall 2012), that monitors and controls 53 of the City's signalized intersections.
- Collaborate with Caltrans on I-5 Corridor Project regarding signal synchronization and timing of intersections.

PUBLIC SERVICES
Signals & Street Lighting
 ACTIVITY DETAIL

Account Number	Description	Cost
2090	<u>Equipment Maintenance & Supplies:</u> Miscellaneous equipment repairs	\$ 500
2102	<u>Utilities - Traffic Signals:</u> Energy costs for signalized intersections	59,800
2103	<u>Utilities - Street Lighting:</u> Energy costs for safety lights at intersections to illuminate pedestrian crossings	30,600
2104	<u>Utilities - Edison Street Lights:</u> Energy and maintenance costs for Edison-owned street lights	828,500
Measure R - 2080	<u>Contract Services - Non-Classified:</u> Shared signal maintenance/utility costs; signal repairs, pole replacements: Artesia/Norwalk shared signal maintenance (Pioneer x 166th) 5,000 Cerritos/Norwalk shared maintenance (Norwalk x 166th) 2,000 Signal cabinet service and repair; contract services 23,000	30,000

PUBLIC SERVICES
Signals & Street Lighting
 ACTIVITY DETAIL

Account Number	Description	Cost
Measure R - 2170	<u>Special Materials & Supplies:</u> Electronic equipment and supplies (signal cabinet, wiring, radios, etc.)	15,000
Measure R - 2171	<u>Special Materials - Street Safety Lights:</u> Lights and poles, street safety light materials, parking lot lighting	5,000
Measure R - 2172	<u>Special Materials - Signals:</u> Lamps, hardware and specialized equipment. New controllers	53,000
Measure R - 3880	<u>Capital Outlay - Miscellaneous Other:</u> Signal cabinet replacement at Bloomfield and Excelsior Honda Generator to run signal intersection during black-out	20,900

SIGNALS & STREET LIGHTING

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-30-3304	1020	REG SALARIES & WAGES	134,637	137,278	136,935	141,397
101-30-3304	1040	OVERTIME SALARY & WAGES	6,712	12,000	13,340	5,000
101-30-3304	1049	BI-LINGUAL/CERTIFICATE PAY	32	33	31	-
101-30-3304	1050	STAND BY PAY	6,360	6,500	6,224	6,500
101-30-3304	1060	PAID SICK LEAVE	3,124	3,187	3,187	3,300
101-30-3304	1065	ACCRUED PAID VACATION	-	-	-	200
101-30-3304	1080	MEDICARE	1,134	2,204	2,316	2,268
101-30-3304	1082	PERS - EMPLOYEES' PORTION	10,792	10,983	10,957	9,899
101-30-3304	1083	PERS - EMPLOYER PORTION	24,099	25,822	25,762	28,941
101-30-3304	1085	LIFE INSURANCE	523	533	522	549
101-30-3304	1088	LONG-TERM DISABILITY INSURANCE	1,358	1,386	1,382	1,428
101-30-3304	1090	MEDICAL INS - FT EMPLOYEES	19,598	19,525	19,454	19,488
101-30-3304	1091	DENTAL INS - FT EMPLOYEES	2,862	2,979	2,855	2,864
101-30-3304	1092	VISION INS - FT EMPLOYEES	287	300	292	302
101-30-3304	1096	UNEMPLOYMENT INSURANCE	-	219	-	88
101-30-3304	1097	WORKER'S COMPENSATION	3,264	3,225	3,228	3,045
PERSONNEL EXPENDITURES:			214,782	226,174	226,486	225,269

SIGNALS & STREET LIGHTING

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-30-3304	2090	EQUIP MTCE & SUPPLIES	-	500	500	500
101-30-3304	2102	UTILITIES-TRAFFIC SIGNALS	55,347	52,500	55,870	59,800
101-30-3304	2103	UTILITIES-SAFETY LIGHTING	58,131	50,000	54,720	30,600
101-30-3304	2104	UTILITIES-EDISON ST LIGHT	815,578	824,700	774,260	828,500
101-30-3304	2180	SMALL TOOLS	-	300	300	300
101-30-3304	2190	TELEPHONE & FAX	1,600	1,500	1,500	1,500
101-30-3304	2192	ROUTERS, INTERNET & DSL	800	-	-	-
101-30-3304	2220	VEHICLE MTCE & SUPPLIES	36,733	40,800	32,400	39,000
OPERATING EXPENDITURES:			968,188	970,300	919,550	960,200
101-30-3304	3880	MISCELLANEOUS OTHER	-	18,400	18,403	-
CAPITAL OUTLAY EXPENDITURES:			-	18,400	18,403	-
101-30-3304	3996	INTER-DEPT TXFR/GAS TAX	(597,588)	(640,000)	(640,000)	(637,800)
GENERAL FUND- SIGNALS & STREET LIGHTING TOTAL:			585,382	574,874	524,439	547,669

SIGNALS & STREET LIGHTING

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
204-70-7199	3996	INTER-DEPT TXFR/GAS TAX	597,588	640,000	640,000	637,800
GAS TAX FUND - SIGNALS & ST. LIGHTING TOTAL:			597,588	640,000	640,000	637,800
228-30-3304	2080	CONTRACT SERVICES	7,833	39,600	37,600	30,000
228-30-3304	2170	SPECIAL MAT'LS- SUPPLIES	9,832	15,000	11,500	15,000
228-30-3304	2171	SPECIAL MAT'LS-ST.LIGHTS	2,674	5,000	4,500	5,000
228-30-3304	2172	SPECIAL MAT'LS-SIGNALS	52,366	53,000	52,500	53,000
228-30-3304	3880	C/O-MISCELLANEOUS OTHER	-	-	-	20,900
MEASURE R FUND - SIGNALS & ST. LIGHTING TOTAL:			72,706	112,600	106,100	123,900
SIGNALS & STREET LIGHTING TOTAL (ALL FUNDS):			1,255,676	1,327,474	1,270,539	1,309,369

PUBLIC SERVICES
Street Sweeping
ACTIVITIES AND OBJECTIVES

Description of Activities

The Street Sweeping Section monitors street sweeping contract services which consists of weekly vacuum sweeping of 400 miles of City streets, plus public alleys and all City-owned parking facilities.

Fiscal Year 2014-2015 Objectives

- Provide quality weekly street sweeping, by contractor, of 400 curb miles City-wide.

PUBLIC SERVICES

Street Sweeping

ACTIVITY DETAIL

Account Number	Description	Cost
2080	<u>Contract Services - Non-Classified:</u> Street sweeping contract and debris disposal (\$87,564 funded by AB 2766 money) Increase in contract amount and tipping fee	635,500 24,700 \$ 660,200

STREET SWEEPING

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-30-3402	1020	REG SALARIES & WAGES	7,499	7,869	7,850	8,106
101-30-3402	1049	BILINGUAL/CERTIFICATE PAY	98	130	88	65
101-30-3402	1060	PAID SICK LEAVE	339	363	378	400
101-30-3402	1065	ACCRUED PAID VACATION	597	624	624	700
101-30-3402	1080	MEDICARE	122	132	130	135
101-30-3402	1082	PERS - EMPLOYEES' PORTION	609	630	635	568
101-30-3402	1083	PERS - EMPLOYER PORTION	1,360	1,481	1,493	1,660
101-30-3402	1085	LIFE INSURANCE	29	31	37	32
101-30-3402	1088	LONG-TERM DISABILITY INSURANCE	75	79	79	82
101-30-3402	1090	MEDICAL INS - FT EMPLOYEES	964	960	953	969
101-30-3402	1091	DENTAL INS - FT EMPLOYEES	35	37	101	140
101-30-3402	1092	VISION INS - FT EMPLOYEES	14	15	14	15
101-30-3402	1096	UNEMPLOYMENT INSURANCE	-	13	-	5
101-30-3402	1097	WORKER'S COMPENSATION	180	174	179	162
PERSONNEL EXPENDITURES:			11,922	12,538	12,559	13,039

STREET SWEEPING

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-30-3402	2080	CONTRACT SVC/NON-CLASS	635,301	650,500	650,500	660,200
		OPERATING EXPENDITURES:	635,301	650,500	650,500	660,200
101-30-3402	3996	INTER-DEPT TXFR/GAS TAX	(354,150)	(361,400)	(361,400)	(360,100)
101-30-3402	3998	INTER-FUND TFR/AB2766	(87,564)	(87,564)	(87,564)	(87,564)
		GENERAL FUND - STREET SWEEPING TOTAL:	205,509	214,074	214,095	225,575
204-70-7199	3996	INTER-DEPT TXFR/GAS TAX	354,150	361,400	361,700	360,100
		GAS TAX FUND - STREET SWEEPING TOTAL:	354,150	361,400	361,700	360,100
213-30-3402	3998	INTER-FUND TFR/AB2766	87,564	87,564	87,564	87,564
		AQMD FUND - STREET SWEEPING TOTAL:	87,564	87,564	87,564	87,564
		STREET SWEEPING TOTAL (ALL FUNDS:	647,223	663,038	663,359	673,239

PUBLIC SERVICES

Graffiti Removal

ACTIVITIES AND OBJECTIVES

Description of Activities

The Graffiti Removal Section is responsible for the removal of graffiti on all City facilities and buildings, medians, light poles, signal poles, traffic signs, etc., City-wide. Graffiti removal is accomplished using sandblasting, waterblasting, painting or by applying an anti-graffiti chemical cleaner.

Fiscal Year 2014-2015 Objectives

- Initiate a new technological system for graffiti work orders and evaluate its effectiveness.
- Maintain the City's goal of removing graffiti within 48 hours.
- Provide graffiti removal assistance to businesses City-wide through collaborative efforts with the Community Development Department.
- Collaborate with the Public Safety Department to improve the results of graffiti abatement operations and enhance graffiti prevention efforts through conducting meetings that prioritize goals.
- Provide an efficient seven day a week graffiti removal operation.

PUBLIC SERVICES
Graffiti Removal
ACTIVITY DETAIL

Account Number	Description	Cost
2090	<u>Equipment Maintenance & Supplies:</u> Repair airless sprayers, guns, tips, hoses, sandblasting equipment, pressure washer, etc.	\$ 900
2170	<u>Special Materials & Supplies:</u> Sand, paint, rollers, brushes, drop clothes, paint trays, etc.	42,500
2180	<u>Small Tools:</u> Various hand tools and replacement costs	175
746-3850	<u>Capital Outlay - Tools & Work Equipment:</u> Airless Paint Sprayer	1,200

Budget Program: Public Services - Graffiti Removal, 3404

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
Maintenance Supervisor (a)	0.45	0.45	35,411	36,476	Maintenance Assistant	2,600	2,600	2	33,204	33,529
Facility Maintenance II	2.00	2.00	115,692	119,176						
Facility Maintenance I	1.00	1.00	47,528	48,958						
Maintenance Worker II	1.00	1.00	53,917	55,533						
(a) 45% Street Maintenance, 10% Street Sweeping										
TOTAL	4.45	4.45	252,548	260,143	TOTAL	2,600	2,600	2	33,204	33,529

GRAFFITI REMOVAL

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-30-3404	1020	REG SALARIES & WAGES	241,068	252,548	251,934	260,143
101-30-3404	1030	PART TIME WAGES	33,755	33,204	36,664	33,529
101-30-3404	1048	MEDICAL OPT-OUT- GEN. UNIT	6,000	4,800	4,440	4,800
101-30-3404	1049	BILINGUAL/CERTIFICATE PAY	1,089	1,235	1,045	943
101-30-3404	1060	PAID SICK LEAVE	5,125	6,974	6,974	6,800
101-30-3404	1065	ACCRUED PAID VACATION	7,922	9,656	9,656	10,300
101-30-3404	1080	MEDICARE	2,454	4,490	4,505	4,602
101-30-3404	1082	PERS - EMPLOYEES' PORTION	19,414	20,206	20,238	18,214
101-30-3404	1083	PERS - EMPLOYER PORTION	43,354	47,505	47,583	53,245
101-30-3404	1085	LIFE INSURANCE	961	979	989	1,009
101-30-3404	1088	LONG-TERM DISABILITY INSURANCE	2,487	2,551	2,541	2,627
101-30-3404	1090	MEDICAL INS - FT EMPLOYEES	27,064	29,670	30,336	30,189
101-30-3404	1091	DENTAL INS - FT EMPLOYEES	3,997	4,524	4,632	4,819
101-30-3404	1092	VISION INS - FT EMPLOYEES	447	504	491	508
101-30-3404	1093	MEDICAL INS - PT EMPL	-	-	2,318	2,800
101-30-3404	1094	DENTAL INS - PT EMPLOYEES	-	-	1,173	1,400
101-30-3404	1096	UNEMPLOYMENT INSURANCE	628	403	-	161
101-30-3404	1097	WORKER'S COMPENSATION	6,192	79,531	79,536	88,689
PERSONNEL EXPENDITURES:			401,958	498,780	505,056	524,778

GRAFFITI REMOVAL

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-30-3404	2090	EQUIP MTCE & SUPPLIES	-	1,000	-	900
101-30-3404	2170	SPECIAL MAT'LS-SUPPLIES	42,301	43,500	10,974	42,500
101-30-3404	2180	SMALL TOOLS	-	200	-	175
101-30-3404	2220	VEHICLE MTCE & SUPPLIES	53,085	50,000	57,300	56,500
OPERATING EXPENDITURES:			95,385	94,700	68,274	100,075
101-30-3404	3850	C/O-TOOLS & WORK EQUIP	-	-	-	1,200
CAPITAL OUTLAY EXPENDITURES:			-	-	-	1,200
101-30-3404	3997	INTER-DEPT TXFR/CDBG	(69,500)	(61,631)	(61,000)	(56,000)
GENERAL FUND - GRAFFITI REMOVAL TOTAL:			427,843	531,849	512,330	570,053

GRAFFITI REMOVAL

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
207-30-3404	3997	GRAFFITI REMOVAL / CDBG FUND	69,500	61,631	61,000	56,000
		CDBG FUND - GRAFFITI REMOVAL TOTAL:	69,500	61,631	61,000	56,000
746-30-3404	3820	C/O- AUTOMOTIVE EQUIPMENT	-	110,000	180,237	-
		VEHICLE REPLACEMENT FUND - GRAFFITI REMOVAL TOTAL:	-	110,000	180,237	-
		GRAFFITI REMOVAL TOTAL (ALL FUNDS)	497,343	703,480	753,567	626,053

PUBLIC SERVICES

Tree Maintenance

ACTIVITIES AND OBJECTIVES

Description of Activities

The Tree Maintenance Section maintains approximately 17,000 trees City-wide. The Section operates a variety of functions, which include: daily inspections; tree pruning; tree trimming; trimming for street sweeper clearance; removal of trees (due to disease, nuisance or infection); root pruning healthy trees to prolong their existence in parkways while limiting the concrete damage they may create; replenishing the urban forest to maintain a balanced ecological climate; conducting a pest management program to ensure overall tree health; and responding to emergency requests. In addition, this Section monitors tree trimming contract services which consists of grid tree trimming City-wide.

Fiscal Year 2014-2015 Objectives

- Provide quality tree trimming in grids through contract services City-wide, by trimming one-third of all residential areas annually.
- Plant a minimum of 250 trees City-wide in the Department's continued effort to re-supply the City's Urban Forest.
- Remove reported and/or identified hazards within two hours of inspection.
- Continue tree planting in medians utilizing root barriers City-wide.
- Continue City-wide beautification efforts through median enhancement and replacement activities.
- Continue to seek competitive funding processes through Cal-Fire, Urban Forest Councils, and other agencies, for City-wide planting projects and development of an updated urban forest inventory and management plan.
- Complete the second year of tree planting and educational outreach activities as funded by the 2013 Cal Fire Grant – Green Trees for the Golden State.

PUBLIC SERVICES
Tree Maintenance
ACTIVITY DETAIL

Account Number	Description	Cost
2080	<u>Contract Services - Non-Classified:</u> Annual tree trimming, greenwaste recycling, and bee removal: Tree trimming 256,000 Greenwaste recycling 9,800 Bee removal 3,000 Sod installation and repair 500 Tree Removals 10,000	\$ 279,300
2090	<u>Equipment Maintenance & Supplies:</u> Dielectric testing for aerial tower, auxiliary equipment repairs, including saws, and brush chipper maintenance	500
2170	<u>Special Materials & Supplies:</u> Trees, chemicals, stakes, fertilizer, soil, root barriers, polymers, tree ties, safety equipment, etc.	15,300
2180	<u>Small Tools:</u> Pruners, handsaws, rakes, brooms, shovels, etc.	500
3880	<u>Capital Outlay - Miscellaneous Other:</u> GIS	1,100

PUBLIC SERVICES

Cal - Fire Grant

ACTIVITY DETAIL

Account Number	Description	Cost
2170	<u>Special Materials & Supplies:</u> Purchase of tree stakes, wood chips, tree ties, irrigation materials used for planting 870 trees	\$ 12,991
2173	<u>Special Materials - Supplies - Landscape:</u> Purchase 870 trees - planting Citywide	18,000
2180	<u>Small Tools:</u> Shovels, brooms, rakes, and gloves for tree planting activity	2,700
2230	<u>Programs & Activities:</u> Printing of informational material/pamphlets for educational outreach (20,000) quantity	3,200

TREE MAINTENANCE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-30-3502	1020	SALARIES & WAGES	247,384	255,507	254,541	264,302
101-30-3502	1048	MEDICAL OPT-OUT-GEN. UNIT	-	-	2,640	4,800
101-30-3502	1049	BILINGUAL/CERTIFICATE PAY	1,488	1,300	1,297	975
101-30-3502	1060	PAID SICK LEAVE	1,564	1,647	1,801	1,800
101-30-3502	1065	ACCRUED PAID VACATION	2,552	2,541	2,541	2,600
101-30-3502	1080	MEDICARE	3,409	3,803	3,811	3,994
101-30-3502	1082	PERS - EMPLOYEES' PORTION	19,952	20,442	20,467	18,502
101-30-3502	1083	PERS - EMPLOYER PORTION	44,558	48,061	48,120	54,099
101-30-3502	1085	LIFE INSURANCE	895	992	971	1,026
101-30-3502	1088	LONG-TERM DISABILITY INSURANCE	2,480	2,581	2,564	2,669
101-30-3502	1090	MEDICAL INS - FT EMPLOYEES	40,859	41,175	36,840	31,221
101-30-3502	1091	DENTAL INS - FT EMPLOYEES	6,225	6,539	5,681	4,890
101-30-3502	1092	VISION INS - FT EMPLOYEES	623	657	580	515
101-30-3502	1095	MEDICAL INS - RETIREES	26,074	26,457	23,931	28,000
101-30-3502	1096	UNEMPLOYMENT INSURANCE	-	409	-	163
101-30-3502	1097	WORKER'S COMPENSATION	86,316	11,498	11,496	11,890
PERSONNEL EXPENDITURES:			484,378	423,609	417,281	431,446

TREE MAINTENANCE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-30-3502	2080	CONTRACT SVC/NON-CLASS	241,151	256,000	256,000	279,300
101-30-3502	2090	EQUIP MTCE & SUPPLIES	380	500	500	500
101-30-3502	2170	SPECIAL MAT'LS-SUPPLIES	13,772	15,530	15,300	15,300
101-30-3502	2180	SMALL TOOLS	499	500	436	500
101-30-3502	2220	VEHICLE MTCE & SUPPLIES	66,093	107,000	104,000	105,700
OPERATING EXPENDITURES:			321,895	379,530	376,236	401,300
101-30-3502	3850	C/O-TOOLS & WORK EQUIP	-	1,900	1,904	-
101-30-3502	3880	C/O-MISCELLANEOUS OTHER	-	-	-	1,100
CAPITAL OUTLAY EXPENDITURES:			-	1,900	1,904	1,100
101-30-3502	3996	INTER-DEPT TXFR/GAS TAX	(372,441)	(380,210)	(380,210)	(378,900)
GENERAL FUND - TREE MAINTENANCE TOTAL:			433,832	424,829	415,211	454,946
204-70-7199	3996	INTER-DEPT TXFR/GAS TAX	372,441	380,210	380,210	378,900
GAS TAX FUND - TREE MAINTENANCE TOTAL:			372,441	380,210	380,210	378,900

TREE MAINTENANCE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
746-30-3502	3850	C/O-TOOLS & WORK EQUIP	-	60,000	-	-
VEHICLE REPLACEMENT FUND - TREE MAINTENANCE TOTAL:			-	60,000	-	-
CAL FIRE GRANT:						
101-30-3505	2170	SPECIAL MAT'LS-SUPPLIES	-	19,491	6,500	12,991
101-30-3505	2173	SPECIAL MAT'LS-SUPPLIES - LANDSCAPE	-	27,000	9,000	18,000
101-30-3505	2180	SMALL TOOLS	-	4,100	1,400	2,700
101-30-3505	2230	PROGRAMS/ACTIVITIES	-	4,700	1,500	3,200
GENERAL FUND - CAL FIRE GRANT TOTAL:			-	55,291	18,400	36,891
TREE MAINTENANCE TOTAL (ALL FUNDS)			806,273	920,330	813,821	870,737

PUBLIC SERVICES

Greenscape Maintenance

ACTIVITIES AND OBJECTIVES

Description of Activities

The Greenscape Maintenance Section is responsible for the maintenance, refurbishment, and repair of 22 miles of center island and side panel medians. In addition, this section monitors the landscape maintenance contract services, which consists of maintenance of center medians, side panels, drains, and commercial sidewalks City-wide.

Fiscal Year 2014-2015 Objectives

- Oversee the landscape maintenance contract to ensure timely maintenance, safe work sites, and quality workmanship.
- Upgrade of side panels and medians City-wide with cost effective refurbishment of plant material as needed, including the use of drought tolerant species.
- Update irrigation systems to provide proper coverage City-wide.
- Maintain a high quality appearance at all entryways into the City.
- Continue water conservation efforts and make adjustments to irrigation activities of City maintained landscaping areas.
- Seek partnership and grant opportunities for future greening and beautification projects.
- Refurbish side panels along Foster Road between Pioneer Boulevard and Studebaker Road to include a meandering sidewalk and drought tolerant plants, which will create a walking path connecting neighborhoods and local schools.

PUBLIC SERVICES
Greenscape Maintenance
ACTIVITY DETAIL

Account Number	Description	Cost
2080	<u>Contract Services - Non-Classified:</u> Landscape maintenance contract, flow testing and water line repairs and upgrades, and median refurbishment: Landscape contract 235,000 Flow testing and water line repairs 7,000 Median refurbishment 9,000	\$ 251,000
2090	<u>Equipment Maintenance & Supplies:</u> Equipment maintenance and irrigation pump repairs	500
2170	<u>Special Materials & Supplies:</u> Plant material, fertilizers, tree stakes, irrigation timers, and parts	25,000
2180	<u>Small Tools:</u> Irrigation and landscaping tools	500
213-3820	<u>Capital Outlay - Automotive Equipment:</u> Replacement vehicle #6220 with Ford F 150 CNG Truck	38,800

GREENSCAPE MAINTENANCE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-30-3503	1020	REG SALARIES & WAGES	150,020	155,775	155,071	161,591
101-30-3503	1049	BILINGUAL/CERTIFICATE PAY	838	650	649	325
101-30-3503	1060	PAID SICK LEAVE	1,564	1,647	1,801	1,800
101-30-3503	1065	ACCRUED PAID VACATION	2,552	2,541	2,541	2,600
101-30-3503	1080	MEDICARE	2,086	2,338	2,321	2,416
101-30-3503	1082	PERS - EMPLOYEES' PORTION	12,093	12,463	12,458	11,313
101-30-3503	1083	PERS - EMPLOYER PORTION	27,008	29,301	29,289	33,074
101-30-3503	1085	LIFE INSURANCE	584	604	588	626
101-30-3503	1088	LONG-TERM DISABILITY INSURANCE	1,517	1,573	1,560	1,632
101-30-3503	1090	MEDICAL INS - FT EMPLOYEES	21,977	21,975	21,720	21,621
101-30-3503	1091	DENTAL INS - FT EMPLOYEES	3,490	3,633	3,481	3,492
101-30-3503	1092	VISION INS - FT EMPLOYEES	349	365	355	368
101-30-3503	1095	MEDICAL INS - RETIREES	7,380	8,056	6,735	-
101-30-3503	1096	UNEMPLOYMENT INSURANCE	-	248	-	100
101-30-3503	1097	WORKER'S COMPENSATION	5,412	5,064	5,064	5,062
PERSONNEL EXPENDITURES:			236,869	246,233	243,634	246,020

GREENSCAPE MAINTENANCE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-30-3503	2080	CONTRACT SVC/NON-CLASS	254,175	250,000	250,000	251,000
101-30-3503	2090	EQUIP MTCE & SUPPLIES	500	500	500	500
101-30-3503	2100	UTILITIES	191,065	202,200	237,280	243,600
101-30-3503	2170	SPECIAL MAT'LS-SUPPLIES	18,626	20,000	20,000	25,000
101-30-3503	2180	SMALL TOOLS	499	500	475	500
101-30-3503	2220	VEHICLE MTCE & SUPPLIES	22,286	29,000	37,300	38,400
OPERATING EXPENDITURES:			487,150	502,200	545,555	559,000
GENERAL FUND - GREENSCAPE MAINTENANCE TOTAL:			724,019	748,433	789,189	805,020
213-30-3503	3820	C/O-AUTOMOTIVE	-	-	-	38,800
AQMD FUND TOTAL:			-	-	-	38,800
GREENSCAPE TOTAL (ALL FUNDS):			724,019	748,433	789,189	843,820

PARK MAINTENANCE - LANDSCAPE

ACTIVITIES AND OBJECTIVES

Description of Activities

Parks Landscape Services maintains grounds, turf, trees and irrigation for 13 parks covering 125 acres, as well as Foster and Excelsior Greenbelts and 16 ball diamonds throughout the City.

Fiscal Year 2014-2015 Objectives

- Review and update Park Master Plan to identify maintenance and improvement projects including playground replacement.
- Design and install an entryway into Zimmerman Park parking lot including monument and landscaping.
- Address the aesthetic appeal in the parking lots and entryways of all park grounds that will provide attractive signage.

PUBLIC SERVICES
Park Maintenance - Landscape
ACTIVITY DETAIL

Account Number	Description	Cost
2061	<u>Custodial Supplies:</u> Supplies for Park Facilities, and trash liners	\$ 14,300
2080	<u>Contract Services - Non-Classified:</u> Heavy tree trim rate at parks - 1/2 of parks per year - 2 year cycle 40,000 City Hall turf and marquee tree grid trim rate 3,200 Landscape Maintenance - Parks 133,800 Landscape Maintenance - Foster Greenbelt/Norwalk Park 31,200 Backflow testing and repairs 2,500 Irrigation Pump repairs 1,000 Gopher Abatement Services - all parks 28,600	240,300
2088	<u>Contract Services - Debris Disposal:</u> Greencycle Fees	7,500
2090	<u>Equipment Maintenance & Supplies:</u> Parts and Repairs for landscape maintenance equipment	5,000

PUBLIC SERVICES
Park Maintenance - Landscape
ACTIVITY DETAIL

Account Number	Description	Cost
2170	<u>Special Materials - Supplies - Parks:</u> Sand replenishment and ballfield supplies 4,000 Ballfield supplies - home plates, pitching rubbers, base pegs, etc. 2,500 Misc. park supplies - replacement inserts for trash cans, etc. 1,000	7,500
2173	<u>Special Materials - Supplies - Landscape:</u> Seed, fertilizer, irrigation materials, plants and trees, landscape material, and pest control supplies 25,600 Horse shoe pit supplies and materials - 3 parks 4,200 Irrigation materials and supplies 2,500	32,300
2231	<u>Vandalism Repair:</u> Misc. repairs for vandalism to irrigation boxes, valves, etc.	1,000
3850	<u>Capital Outlay - Tools & Equipment:</u> Blowers, arborist saws, infield groomer, and various equipment	41,250
3880	<u>Capital Outlay - Miscellaneous - Other:</u> Irrigation security boxes/lids, clocks, and trash receptacle logo's	41,300
AQMD 213 - 3820	<u>Capital Outlay - Automotive Equipment:</u> Replacement vehicle #6149 with Ford F150 CNG Truck	38,800

PARK MAINTENANCE- LANDSCAPE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-30-3504	1020	SALARIES & WAGES	469,156	528,327	489,563	551,032
101-30-3504	1030	PART TIME WAGES	18,691	27,251	16,947	27,359
101-30-3504	1040	OVERTIME SALARY & WAGES	223	5,830	50	5,830
101-30-3504	1049	BILINGUAL/CERTIFICAT PAY	351	345	546	-
101-30-3504	1060	PAID SICK LEAVE	3,574	5,726	5,726	7,800
101-30-3504	1065	ACCRUED PAID VACATION	9,360	21,593	11,444	14,500
101-30-3504	1080	MEDICARE	6,543	8,318	7,602	8,312
101-30-3504	1082	PERS - EMPLOYEES' PORTION	37,169	41,280	39,209	38,577
101-30-3504	1083	PERS - EMPLOYER PORTION	84,069	99,380	92,185	112,784
101-30-3504	1084	EMPLOYEE' BENEFITS-UNIFORMS	9,821	9,540	5,159	9,000
101-30-3504	1085	LIFE INSURANCE	1,433	1,618	1,554	1,946
101-30-3504	1088	LONG-TERM DISABILITY INSURANCE	4,696	5,338	4,936	5,565
101-30-3504	1090	MEDICAL INS - FT EMPLOYEES	74,878	80,767	77,128	87,963
101-30-3504	1091	DENTAL INS - FT EMPLOYEES	11,611	12,902	11,803	12,924
101-30-3504	1092	VISION INS - FT EMPLOYEES	1,315	1,470	1,358	1,470
101-30-3504	1095	MEDICAL INS - RETIREES	57,002	58,916	47,813	51,622
101-30-3504	1096	UNEMPLOYMENT INSURANCE	-	843	-	339
101-30-3504	1097	WORKER'S COMPENSATION	70,793	52,817	52,813	98,642
PERSONNEL EXPENDITURES			860,687	962,261	865,837	1,035,665

PARK MAINTENANCE- LANDSCAPE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-30-3504	2061	CUSTODIAL SUPPLIES	20,433	15,000	15,178	14,300
101-30-3504	2068	STA FE SPRINGS/LTL LK PK.	172,821	168,000	168,000	168,000
101-30-3504	2080	CONTRACT SVC/NON-CLASS	178,734	215,450	210,000	240,300
101-30-3504	2081	CONTRACT SVC/SURVEY	-	6,000	5,825	-
101-30-3504	2088	CONTRACT SVC/DEBRIS DISPOSAL	-	-	-	7,500
101-30-3504	2090	EQUIP MTCE & SUPPLIES	6,732	5,500	6,500	5,000
101-30-3504	2091	EQUIP MTCE & SUPPLIES- FACILITIES	-	3,700	-	-
101-30-3504	2100	UTILITIES	463,196	471,200	539,830	557,200
101-30-3504	2111	MEMBERSHIPS	160	-	-	-
101-30-3504	2150	RENTAL EXPENSE	121	-	100	100
101-30-3504	2170	SPECIAL MAT'LS-SUPPLIES	1,823	11,200	6,500	7,500
101-30-3504	2173	SPECIAL MAT'LS-LANDSCAPE	35,243	25,600	30,000	32,300
101-30-3504	2174	SPEC MATERIALS-NATURE CTR	18,575	-	-	-
101-30-3504	2180	SMALL TOOLS	96	400	400	200
101-30-3504	2190	TELEPHONE & FAX	623	2,100	-	-
101-30-3504	2220	VEHICLE MTCE & SUPPLIES	83,734	86,400	80,640	81,700
101-30-3504	2230	PROGRAMS & ACTIVITIES	8	-	-	-
101-30-3504	2231	VANDALISM REPAIR	-	-	-	1,000
101-30-3504	2250	TRAINING EXPENSE	1,073	-	-	-
OPERATING EXPENDITURES			983,372	1,010,550	1,062,973	1,115,100

PARK MAINTENANCE- LANDSCAPE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-30-3504	3820	C/O-AUTOMOTIVE EQUIPMENT	-	8,600	8,588	-
101-30-3504	3850	C/O-TOOLS & WORK EQUIP	-	2,800	2,804	41,250
101-30-3504	3880	C/O-MISCELLANEOUS OTHER	-	40,550	26,500	41,300
CAPITAL OUTLAY EXPENDITURES			-	51,950	37,892	82,550
GENERAL FUND TOTAL - PARK MAINTENANCE-LANDSCAPE TOTAL:			1,844,058	2,024,761	1,966,702	2,233,315
213-30-3504	3820	C/O-AUTOMOTIVE EQUIPMENT	-	-	-	38,800
AQMD FUND TOTAL:			-	-	-	38,800
746-30-3504	3820	C/O-AUTOMOTIVE EQUIPMENT	-	119,000	70,698	-
VEHICLE REPLACEMENT FUND - PARK MAINTENANCE- LANDSCAPE TOTAL:			-	119,000	70,698	-
PARK MAINTENANCE-LANDSCAPE TOTAL (ALL FUNDS):			1,844,058	2,143,761	2,037,400	2,272,115

PARK MAINTENANCE - FACILITIES

ACTIVITIES AND OBJECTIVES

Description of Activities

Parks Facility Services maintains and repairs 12,000 square feet of park facilities and buildings including: Norwalk Golf Center, Sproul and Hargitt Museums, Sproul Reception Center, Norwalk Arts & Sports Complex, Norwalk Skate Park, and Norwalk Aquatic Pavilion.

Fiscal Year 2014-2015 Objectives

- Review and update Park Master Plan to identify maintenance and improvement projects including playground replacement.
- Develop and implement a comprehensive park amenities plan including benches, picnic tables and barbecues.
- Develop and create distinctive and consistent signage for all parks.

PUBLIC SERVICES
Park Maintenance - Facilities
ACTIVITY DETAIL

Account Number	Description	Cost
2061	<u>Custodial Supplies:</u> Supplies for Park Facilities, and trash liners	\$ 3,000
2062	<u>Maintenance & Repair Supplies:</u> Electrical repairs 10,000 Fencing repairs 10,000 Refrigerator repairs 3,000 Plumbing repairs 7,200 Lighting 1,500 Glass replacement 2,000 HVAC repairs 3,700 Misc. repairs for facilities and snack bars 6,800 Ongoing maintenance for park projects - paint, small plants, etc. 3,500	47,700
2064	<u>Building Trade Supplies:</u> Building repair supplies, locks, nuts and bolts, plumbing supplies, electrical supplies, lumber, ballfield fence topper, etc.	37,000
2069	<u>Contract Services/Projects:</u> Basketball court floor refinishing - annual process 10,000 Drywall repair due to skylight leaks - dance and activity rooms 12,000 Park Lighting Study 29,100 Norwalk Park repairs due to fire 24,500 Generator Load Study 5,000 Electrical and fencing for storage of cart to existing trash area 4,300 Window frame painting 2,300	87,200

PUBLIC SERVICES
Park Maintenance - Facilities
ACTIVITY DETAIL

Account Number	Description	Cost
2080	<u>Contract Services - Non-Classified:</u> Alarm service monitoring 5,140 Fire system inspection - kitchen/hoods/extinguishers 2,500 Alarm service monitoring - museums 3,260 HVAC maintenance 1,800 Ball field lighting - replacement bulbs 1,500 Tile cleaning and sealing for restroom floors/walls 41,600	55,800
2090	<u>Equipment Maintenance & Supplies:</u> Parts and Repairs for Mowers, Edgers, Buffers, Vacuums, Electric Carriers, and Other Related Equipment	2,800
2170	<u>Special Materials - Supplies:</u> Graffiti coating for tables, wall, trash receptacles and benches 5,000 Materials for Recreation special events 7,500	12,500
2231	<u>Vandalism Repairs:</u> Vandalism repairs and supplies	7,000
3840	<u>Capital Outlay - Buildings & Improvement:</u> Door replacement for gym electrical room 3,000 Door replacement for storage room 5,000 Stairway tread replacement 8,500	16,500

PUBLIC SERVICES
Park Maintenance - Facilities
ACTIVITY DETAIL

Account Number	Description	Cost
3850	<u>Capital Outlay - Tools & Equipment:</u> Four Vacuums Wet/dry shop vacuums Low speed floor buffer High speed floor buffer/burnishes Carpet cleaner/extractor	2,500 1,000 1,700 2,600 3,600
3880	<u>Capital Outlay - Miscellaneous - Other:</u> SCE electrical cabinet Basketball scoreboard Electrical box security lids E-Z up canopies/food booths	11,400 10,000 13,000 10,000 4,800
		37,800

Budget Program: Public Services - Park Maintenance - Facilities, 3506*

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
Maintenance Supervisor	1.00	1.00	78,691	81,057	Maintenance Assistant	1,066	1,040	1	13,615	13,680
Maintenance Worker III	1.00	1.00	56,879	61,479						
Maintenance Worker II	4.00	3.00	204,877	163,323						
Maintenance Worker I	3.00	4.00	129,536	177,630						
<i>* In Fiscal Year 2013-14 reported under budget unit 101-30-3504, together with Park Maintenance Landscape</i>										
TOTAL	9.00	9.00	469,983	483,489	TOTAL	1,066	1,040	1	13,615	13,680

PARK MAINTENANCE- FACILITIES

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-30-3506	1020	SALARIES & WAGES	416,044	468,517	434,141	483,489
101-30-3506	1030	PART TIME WAGES	16,575	13,615	15,029	13,680
101-30-3506	1040	OVERTIME SALARY & WAGES	198	5,170	44	5,170
101-30-3506	1049	BILINGUAL/CERTIFICAT PAY	311	306	484	650
101-30-3506	1060	PAID SICK LEAVE	3,170	5,078	5,078	2,700
101-30-3506	1065	ACCRUED PAID VACATION	8,300	-	10,149	-
101-30-3506	1080	MEDICARE	5,802	7,377	6,741	7,067
101-30-3506	1082	PERS - EMPLOYEES' PORTION	32,961	36,606	34,770	31,923
101-30-3506	1083	PERS - EMPLOYER PORTION	74,552	88,129	81,749	98,959
101-30-3506	1084	EMPLOYEE' BENEFITS-UNIFORMS	8,709	8,460	4,575	9,000
101-30-3506	1085	LIFE INSURANCE	1,271	1,435	1,378	1,401
101-30-3506	1088	LONG-TERM DISABILITY INSURANCE	4,165	4,734	4,377	4,883
101-30-3506	1090	MEDICAL INS - FT EMPLOYEES	66,401	71,624	68,397	69,800
101-30-3506	1091	DENTAL INS - FT EMPLOYEES	10,297	11,441	10,467	11,527
101-30-3506	1092	VISION INS - FT EMPLOYEES	1,166	1,304	1,205	1,323
101-30-3506	1095	MEDICAL INS - RETIREES	50,549	52,247	42,400	45,778
101-30-3506	1096	UNEMPLOYMENT INSURANCE	-	748	-	298
101-30-3506	1097	WORKER'S COMPENSATION	62,779	46,837	46,835	9,680
PERSONNEL EXPENDITURES			763,251	823,627	767,818	797,328

PARK MAINTENANCE- FACILITIES

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-30-3506	2061	CUSTODIAL SUPPLIES	-	2,300	2,300	3,000
101-30-3506	2062	MTCE & REPAIR SUPPLIES	23,937	81,323	80,000	47,700
101-30-3506	2064	BUILDING TRADE SUPPLIES	87,157	39,650	39,650	37,000
101-30-3506	2069	CONTRACT SVC/PROJECTS	-	-	-	87,200
101-30-3506	2080	CONTRACT SVC/NON-CLASS	-	13,700	13,800	55,800
101-30-3506	2090	EQUIP MTCE & SUPPLIES	-	-	-	2,800
101-30-3506	2150	RENTAL EXPENSE	-	-	-	100
101-30-3506	2170	SPECIAL MAT'LS-SUPPLIES	-	-	-	12,500
101-30-3506	2220	VEHICLE MTCE & SUPPLIES	47,100	48,600	45,360	46,000
101-30-3506	2231	VANDALISM REPAIR	-	-	-	7,000
OPERATING EXPENDITURES			158,194	185,573	181,110	299,100
101-30-3506	3840	C/O-BUILDINGS & IMPRVMT	-	-	-	16,500
101-30-3506	3850	C/O-TOOLS & WORK EQUIP	-	-	-	11,400
101-30-3506	3880	C/O-MISCELLANEOUS OTHER	-	-	-	37,800
CAPITAL OUTLAY EXPENDITURES			-	-	-	65,700
GENERAL FUND TOTAL - PARK MAINTENANCE- FACILITIES TOTAL:			921,444	1,009,200	948,928	1,162,128
PARK MAINTENANCE - FACILITIES TOTAL (ALL FUNDS):			921,444	1,009,200	948,928	1,162,128

WATER

ACTIVITIES AND OBJECTIVES

Description of Activities

The Water Services Section maintains the Norwalk Municipal Water System delivering safe, clean, domestic water to a total of 5,354 customers (4,493 in Norwalk, and 886 in the Artesia/unincorporated County area). The Section operates three water well sites (#4, 5, and 10), maintains 35 miles of pipeline including domestic and high pressure fire lines, maintains 450 fire hydrants and three landscaping areas, and meets all health standards, rules, and regulations of State and County Health Departments.

Fiscal Year 2014-2015 Objectives

- Improve operations of water well #10 at Norwalk Park.
- Complete a water system study, and begin implementing opportunities identified, to improve the system for increased operational effectiveness and cost-benefit through a comprehensive Water Master Plan.
- Continue to move towards making the Norwalk Water system self-sustaining through the Water Master Plan.
- Continue regional involvement in water agencies to monitor activities impacting municipal water systems. Implement State DWR requirements related to water conservation (BMPs).
- Provide well maintenance at three wells (#4, 5, and 10) to comply with Department of Health Service standards.
- Increase system production on demand.
- Ensure water system infrastructure is maintained with minimal downtime.
- Improve water quality and quantity from water wells.
- Install security measures at lift stations to deter vandalism.

WATER ACTIVITY DETAIL

Account Number	Description	Cost
2080	<u>Contract Services - Non-Classified:</u> General contract services, consultant fees, and Engineering services: Emergency repairs and maintenance 70,000 Electrical repairs at well sites 4,000 Water main repairs 10,000 Maintenance and repair of interconnection valves 12,000 Consultant Fees- Water Engineering 48,000 Landscaping 12,000 Chemical calibration 12,000 Equipment calibration 1,000 NPDES consultant fees 4,600 Alarm services - monthly fees 4,000 Well programming 6,000	\$ 183,600
2081	<u>Contract Services - Special Study:</u> Study/evaluation - Elevated Water Tank 10,000 Water Rate Study - Carry over 40,000	50,000
2110	<u>Conferences & Meetings:</u> Workshops and meetings	1,200
2111	<u>Memberships:</u> Gateway IRWM JPA 15,000 American Water Works Association 500 AQWA 1,000 Central Basin Membership 700 USC Foundation of Cross Connection Control 300 Southeast Water Coalition 10,000	27,500

WATER ACTIVITY DETAIL

Account Number	Description	Cost
2140	<u>Office Supplies:</u> Office supplies and other section office materials	7,500
2160	<u>Special Fees & Services:</u> Water testing for State Department of Health Services and NPDES testing:	78,000
	Lab services - well and NPDES sampling	38,000
	Water Replenishment District - groundwater title 22 monitoring	17,000
	Department of Public Health well operating permit	13,000
	NPDES annual permit fees	10,000
2170	<u>Special Materials & Supplies</u> Meter replacement materials	25,000
	Chlorination equipment and disinfectant	15,000
	Fitting, copper, clamps - items for repair	30,000
	Fire hydrant replacement parts	7,000
	Public information materials - CCR	5,000
	Conservation Outreach - BMP Compliance activities	5,000
	USA Dig Alert Notices	1,000
2181	<u>Water Replenishment Fees:</u> Water Replenishment District - replenishment fees	250,000

WATER ACTIVITY DETAIL

Account Number	Description	Cost
2182	<u>Purchased Water - Domestic:</u> City of Cerritos City of Santa Fe Springs Central Basin Water - imported water Central Basin Water- recycled water	855,000 350,000 405,000 68,000
2250	<u>Training:</u> LA County Dept of Public Health certifications LA County Backflow Cross connection certifications Water training through AWWA	500 600 2,500
3880	<u>Capital Outlay - Miscellaneous</u> <u>Other:</u> Replace Generator #47082 for Water Well #4 Replace Generator #47102 for Water Well #5 Alarm systems for Wells #4, #5 and #10 GIS Handheld Radio - 50% of cost to Sewer Fund Meter Reader Equipment	127,000 204,400 18,000 34,000 325 22,000
		1,678,000
		3,600
		405,725

Budget Program: Water, 3602

Full Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Labor Distribution Footnote	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
City Manager (a)	0.05	0.05	10,925	10,925	(a) 1% CDBG, 74% Administration 20% SA-RDA					
Deputy City Manager (b)	0.05	0.10	7,300	15,038	(b) 75% Public Services, 5% Transp. Center, 5% Sewer, 5% Environmental Services					
Director of Finance/City Treasurer (c)	0.05	0.10	6,704	14,321	(c) 10% CDBG, 60% Finance, 20% SA-RDA					
City Engineer (d)	0.10	0.10	11,618	11,967	(d) 70% Engineering, 5% Sewer, 15% Environmental Services					
Public Services Superintendent	0.25	0.00	26,613	-						
Utilities & Project Manager (e)	0.50	0.50	53,226	54,823	(e) 50% Sewer Fund					
Controller/ Deputy Treasurer (f)	0.10	0.10	8,758	9,021	(f) 70% Finance, 10% Sewer, 10% SA-RDA					
Administrative Services Manager(g)	0.40	0.40	44,256	45,584	(g) 50% Management Services, 10% Environmental Services					
Water Utilities Supervisor (h)	0.80	0.80	62,953	64,846	(h) 10% Sewer, 5% Signals & St. Lighting, 5% Traffic					
Accountant I	0.10	0.00	5,529	-						
Senior Management Analyst (i)	0.25	0.25	17,534	18,963	(i) 75% Management Services					
Management Analyst (j)	0.25	0.30	13,822	17,087	(j) 60% Public Svcs. Admin, 10% Sewer					
Water Service Worker II (k)	1.80	1.80	110,360	113,666	(k) 20% Sewer					
Engineering Technician (l)	0.05	0.10	2,960	5,162	(l) 90% Engineering					
Account Clerk III (m)	1.50	1.50	84,168	86,687	(m) 40% Finance, 10% Sewer					
Account Clerk II (n)	0.60	0.60	28,730	25,564	(n) 35% Finance, 5% Sewer					
Water Service Worker I (o)	0.90	0.90	43,636	46,616	(o) 10% Sewer					
Associate Engineer (p)	0.10	0.10	9,172	9,447	(p) 85% Engineering, & 5% Environmental Services					
Assistant Engineer (q)	0.05	0.10	3,867	7,964	(q) 90% Engineering					
Comm. & Public Affairs Manager (r)	0.05	0.05	5,809	5,983	(r) 95% Communications & Public Affairs					
					PART-TIME POSITION					
					Office Assistant I - HR (s)	-	455	1	-	8,633
					(t) 50% Public Services Admin, 25% Sewer					
TOTAL	7.95	7.85	557,940	563,664		-	455	1	-	8,633

WATER

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
702-30-3602	1020	SALARIES & WAGES	429,062	520,964	467,655	563,664
702-30-3602	1030	PART TIME WAGES	-	-	-	8,633
702-30-3602	1040	OVERTIME SALARY & WAGES	22,961	20,000	22,089	20,000
702-30-3602	1045	COMP TIME PAY	199	-	199	-
702-30-3602	1048	MEDICAL OPT-OUT-GEN. UNIT	2,738	2,400	2,612	2,400
702-30-3602	1049	BILINGUAL/CERTIFICAT PAY	1,245	1,658	1,674	1,333
702-30-3602	1050	STANDBY PAY	5,616	6,300	5,602	6,300
702-30-3602	1052	AUTO ALLOWANCE	888	600	599	600
702-30-3602	1054	CELLPHONE ALLOWANCE	10	-	-	-
702-30-3602	1060	PAID SICK LEAVE	5,051	8,776	8,776	8,400
702-30-3602	1065	ACCRUED PAID VACATION	12,393	11,837	11,837	16,600
702-30-3602	1066	COMPENSATED ABSENCES	6,242	-	-	-
702-30-3602	1070	PAID SICK LEAVE ON TERMIN	2,651	-	4,030	-
702-30-3602	1075	SEVERANCE PAY	2,493	-	363	-
702-30-3602	1078	MANAGEMENT BENEFIT 401A	2,833	3,481	2,905	4,350
702-30-3602	1080	MEDICARE	6,027	8,452	7,710	9,253
702-30-3602	1081	MGMT BENEFIT/MEDICAL	6,411	7,711	6,674	8,900
702-30-3602	1082	PERS - EMPLOYEES' PORTION	32,807	36,447	37,546	30,957
702-30-3602	1083	PERS - EMPLOYER PORTION	76,919	97,940	88,276	115,377
702-30-3602	1084	UNIFORM ALLOWANCE	-	500	500	500

WATER

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
702-30-3602	1085	LIFE INSURANCE	1,405	1,717	1,530	1,913
702-30-3602	1088	LONG-TERM DISABILITY INSURANCE	4,508	5,298	4,837	5,692
702-30-3602	1090	MEDICAL INS - FT EMPLOYEES	48,280	65,692	53,105	53,875
702-30-3602	1091	DENTAL INS - FT EMPLOYEES	6,798	8,976	8,339	9,817
702-30-3602	1092	VISION INS - FT EMPLOYEES	987	1,326	1,124	1,364
702-30-3602	1095	MEDICAL INS - RETIREES	15,903	15,926	13,919	15,400
702-30-3602	1096	UNEMPLOYMENT INSURANCE	-	808	-	349
702-30-3602	1097	WORKER'S COMPENSATION	38,040	36,074	36,072	11,286
702-30-3602	1098	OPEB - FUTURE RETIREES BENEFIT	39,068	-	-	-
PERSONNEL EXPENDITURES:			771,534	862,882	787,972	896,962

WATER

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
702-30-3602	2080	CONTRACT SVC/NON-CLASS	183,473	220,700	190,000	183,600
702-30-3602	2081	CONTRACT SVC/SPECIAL STUDY	9,685	110,000	109,700	50,000
702-30-3602	2086	LEGAL SERVICES	15,285	40,000	10,000	15,000
702-30-3602	2090	EQUIP MTCE & SUPPLIES	16	500	450	500
702-30-3602	2100	UTILITIES	128,623	136,400	161,690	171,600
702-30-3602	2110	CONFERENCES & MEETINGS	368	1,200	990	1,200
702-30-3602	2111	MEMBERSHIPS	20,759	26,500	26,500	27,500
702-30-3602	2130	OFFICE EQPT MTCE	-	-	-	1,000
702-30-3602	2140	OFFICE SUPPLIES	6,405	7,500	7,500	7,500
702-30-3602	2141	POSTAGE	18,954	21,000	19,000	21,000
702-30-3602	2150	RENTAL EXPENSE	77	300	270	300
702-30-3602	2160	SPECIAL FEES & SERVICES	53,323	78,000	55,000	78,000
702-30-3602	2161	ADMINISTRATIVE COSTS	202,200	218,500	218,500	222,600
702-30-3602	2166	SPEC FEES - LOBBYIST WASH DC	24,191	26,500	24,200	26,500
702-30-3602	2170	SPECIAL MAT'LS-SUPPLIES	44,896	78,000	77,500	88,000
702-30-3602	2180	SMALL TOOLS	353	1,800	1,200	1,800
702-30-3602	2181	WATER REPLENISHMENT FEES	224,465	233,200	232,500	250,000
702-30-3602	2182	PURCHASED WATER-DOMESTIC	1,466,424	1,649,400	1,500,000	1,678,000
702-30-3602	2190	TELEPHONE & FAX	1,867	1,900	1,900	1,900
702-30-3602	2192	INTERNET, ISDN DSL SERVICE	-	-	684	1,400

WATER

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
702-30-3602	2220	VEHICLE MTCE & SUPPLIES	41,730	53,900	52,600	52,700
702-30-3602	2250	TRAINING EXPENSE	3,651	3,600	3,500	3,600
702-30-3602	2304	FRANCHISE TAX EXP	6,646	-	5,638	6,000
702-30-3602	2450	GENERAL LIABILITY INSURANCE	20,717	53,677	47,718	66,700
702-30-3602	2490	BANK CHARGES - CREDIT CARD PROCESSING	49,292	47,000	62,412	56,000
702-30-3602	2491	INTEREST EXPENSE	278,223	151,730	151,731	147,142
702-30-3602	2990	DEPRECIATION EXPENSES	297,406	-	-	-
OPERATING EXPENDITURES:			3,099,028	3,161,307	2,961,183	3,159,542

WATER

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
702-30-3602	3850	C/O-TOOLS & WORK EQUIP	-	1,000	1,041	-
702-30-3602	3860	C/O-OFFICE EQUIPMENT	11,867	-	-	-
702-30-3602	3880	C/O-MISCELLANEOUS OTHER	-	-	-	405,725
702-30-3602	3894	CAPITALIZE CAP OUTLAY EXPENSES	(66,243)	-	-	-
CAPITAL OUTLAY EXPENDITURES:			(54,376)	1,000	1,041	405,725
2013 SERIES A WATER REVENUE BONDS						
702-95-1517	2161	ADMINISTRATIVE COST	-	5,000	750	750
702-95-1517	2491	INTEREST EXPENSE	-	391,471	391,471	364,962
702-95-1517	2492	PRINCIPAL EXPENSE	-	150,000	150,000	175,000
702-95-1517	2602	BOND DISCOUNT	86,501	-	-	-
702-95-1517	2603	ISSUANCE COST	122,936	-	1,000	-
2013 SERIES A WATER REVENUE BONDS:			209,437	546,471	543,221	540,712
WATER FUND TOTAL:			4,025,623	4,571,660	4,293,417	5,002,941

Sewer

ACTIVITIES AND OBJECTIVES

Description of Activities

The Sewer Maintenance Section maintains by contract 164 miles of sewer lines and 2,498 manholes and three sewer lift stations. Also provided by contract is the periodic maintenance of 91 surface drains and three wash rack sump clarifiers located at the Transportation/Public Services facility. The Section also provides 24 hour emergency response to sewer issues.

Fiscal Year 2014-2015 Objectives

- Increase the contract cleaning schedule and clean 50% of all sewer lines City-wide and all trouble spots and siphons on a quarterly basis.
- Provide the most responsive and appropriate level of sewer maintenance services City-wide to avoid spills and overflows from the system.
- Respond within one hour to all emergency calls, including sewer system overflows (SSO) and report to agencies as required.
- Comply with all California State Water Resources Control Board and NPDES mandated activities.
- Continue to comply with the 2009 adopted Sewer System Management plan (SSMP), which includes operations and maintenance activities along with emergency response procedures. Complete the 5 year audit of the SSMP as required by the Waste Discharge Requirement (WDR).
- Coordinate with consultant and LA County to collect the second year of sewer service charges from property owners, to be included within the County Property tax roll; and provide annual 30 day notices for Year 2 of fee.
- Develop and implement sewer capital improvement projects funded by revenues generated from the sewer service charge.
- Complete phase 6 of CCTV (closed circuit television) inspection of the sewer system.
- Coordinate with consultant to review CCTV results and prioritize sewer line conditions/develop projects for CIP implementation.
- Install security measures at lift stations to deter vandalism.

Sewer ACTIVITY DETAIL

Account Number	Description	Cost
2080	<u>Contract Services - Non-Classified:</u> Cleaning half of sewer system per year, troubled spots / siphons 4 x 4 year / root treatment 375,000 Sewer Fee Consultant - Preparation and printing of required fee notices / envelopes for mailing; and updating property owner database 5,000 Sewer Fee Consultant - Annual coordination with County and water districts to update meter size records, for placement of City fee on County tax roll; investigate and respond to inquiries. 40,000 Annual CCTV Inspections of System and consultant fees 120,000 Industrial waste inspection services - LA County (partially offset by County payment remitted to City) 65,000 Alarm Security services 4,500 Weed abatement 1,000 Emergency repair services 9,000 Motor and pipeline parts replacement 6,500 Repair of pump controls and panels 8,000 SSMP Audit (5 year and bi-annual requirement) 168,000 Pest control treatment services 3,000	\$ 805,000

Sewer ACTIVITY DETAIL

Account Number	Description	Cost
2086	<u>Legal Services:</u> Sewer Fee notice review/preparation of reports	15,000
2160	<u>Special Fees & Services:</u> Annual permit fee- State Water Board for sewer system 12,000	56,500
	Annual charges to mail required 45 day notice to property owners, advising of annual fee changes (due to index inflation factor) 14,500	
	Annual processing charges for LA County mailing of property tax statements to include sewer fee 7,000	
	Sewer fee notice and public outreach mailing 23,000	
2170	<u>Special Materials & Supplies:</u> Deodorizers, safety equipment, chemicals, and specialized tools for inspections	8,000
3880	<u>Capital Outlay - Miscellaneous</u> Submersible pump for Bloomfield Station 6,400	44,825
	<u>Other:</u> GIS 23,600	
	Alarm systems for lift stations #625, #626, #627 and #628 14,500	
	Handheld radio - 50% of cost to Water Fund 325	

Budget Program: Sewer, 3403

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Labor Distribution Footnote	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
Water Utilities Supervisor (a)	0.10	0.10	7,869	8,106	(a) 80% Water, 5% Signals, 5% Traffic					
Deputy City Manager (b)	0.05	0.05	7,300	7,519	(b) 75% Public Svcs. Admin., 10% Water, 5% Transp. Center, 5% Environmental Services					
Utilities & Project Manager (c) *	0.50	0.50	53,226	54,823	(c) 50% Water * Approved at Mid-Year of FY 2013-14					
Public Services Superintendent.	0.10	0.00	10,646	-						
City Engineer (d)	0.05	0.05	5,809	5,983	(d) 70% Engineering, 10% Water, 15% Environmental Services					
Controller/Deputy Treasurer (e)	0.10	0.10	8,758	9,021	(e) 70% Finance, 10% Water, 10% SA-RDA					
Office Assistant II (f)	0.05	0.05	2,416	2,490	(f) 95% Public Services Admin.					
Water Service Worker II (g)	0.10	0.10	6,131	6,315	(g) 90% Water					
Water Service Worker II (h)	0.10	0.10	6,131	6,315	(h) 90% Water					
Water Service Worker I (i)	0.10	0.10	4,847	5,181	(i) 90% Water					
Accountant I	0.10	0.00	5,529	-						
Account Clerk III (j)	0.10	0.10	5,432	5,593	(j) 40% Finance, 50% Water					
Account Clerk II (k)	0.05	0.05	2,395	2,131	(k) 35% Finance, 60% Water					
Management Analyst (l)	0.10	0.10	5,529	5,696	(l) 65% Public Services Admin, 25% Water					
					Office Assistant I - HR (m)	-	455	1	-	8,633
					(n) 50% Public Svcs-Admin, 25% Water					
TOTAL	1.60	1.40	132,018	119,173	TOTAL	-	455	1	-	8,633

SEWER

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
704-30-3403	1020	SALARIES & WAGES	59,120	95,042	70,432	119,173
704-30-3403	1030	PART TIME WAGES	-	-	-	8,633
704-30-3403	1040	OVERTIME SALARY & WAGES	2,173	1,000	1,469	1,000
704-30-3403	1048	MEDICAL OPT-OUT-GEN. UNIT	655	480	504	720
704-30-3403	1049	CERTIFICATION PAY	130	2,563	214	163
704-30-3403	1050	STAND BY PAY	624	1,950	622	1,950
704-30-3403	1060	PAID SICK LEAVE	841	1,014	1,014	1,100
704-30-3403	1065	ACCRUED PAID VACATION	2,069	1,894	1,894	2,400
704-30-3403	1070	PAID SICK LEAVE ON TERMINATION	-	-	1,612	-
704-30-3403	1078	MANAGEMENT BENEFIT 401A	565	1,148	651	1,699
704-30-3403	1080	MEDICARE	910	1,569	1,152	1,949
704-30-3403	1081	MGMT BENEFIT/MEDICAL	1,473	2,276	1,705	5,963
704-30-3403	1082	PERS - EMPLOYEES' PORTION	4,567	5,941	5,652	4,667
704-30-3403	1083	PERS - EMPLOYER PORTION	10,603	17,827	13,288	24,397
704-30-3403	1085	LIFE INSURANCE	205	366	242	442
704-30-3403	1088	LONG-TERM DISABILITY INSURANCE	641	996	741	1,204
704-30-3403	1090	MEDICAL INS - FT EMPLOYEES	6,390	13,661	7,837	6,576
704-30-3403	1091	DENTAL INS - FT EMPLOYEES	737	1,492	1,037	1,714
704-30-3403	1092	VISION INS - FT EMPLOYEES	132	312	177	340
704-30-3403	1096	UNEMPLOYMENT INSURANCE	-	128	-	75
704-30-3403	1097	WORKER'S COMPENSATION	1,584	1,741	1,740	2,386
PERSONNEL EXPENDITURES:			93,419	151,399	111,983	186,551

SEWER

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
704-30-3403	2080	CONTRACT SVC/NON-CLASS	332,914	851,900	620,000	805,000
704-30-3403	2086	LEGAL SERVICES	36,983	15,000	15,000	15,000
704-30-3403	2090	EQUIP MTCE & SUPPLIES	-	1,000	900	1,000
704-30-3403	2100	UTILITIES	9,846	11,700	8,830	9,300
704-30-3403	2160	SPECIAL FEES & SERVICES	48,422	80,450	65,000	56,500
704-30-3403	2161	ADMINISTRATIVE COSTS	-	75,000	75,000	75,200
704-30-3403	2170	SPECIAL MAT'LS-SUPPLIES	1,490	8,000	8,000	8,000
704-30-3403	2180	SMALL TOOLS	-	2,000	1,800	2,000
704-30-3403	2190	TELEPHONE & FAX	2,387	1,900	2,500	2,500
704-30-3403	2220	VEHICLE MTCE & SUPPLIES	4,274	8,000	8,200	8,800
704-30-3403	2250	TRAINING	-	2,500	2,000	2,500
704-30-3403	2450	GENERAL LIABILITY INSURANCE	1,340	3,146	2,710	22,600
OPERATING EXPENDITURES:			437,656	1,060,596	809,940	1,008,400
704-30-3403	3850	C/O - TOOLS/WORK EQUIPMENT	-	6,700	6,702	-
704-30-3403	3880	C/O-MISCELLANEOUS OTHER	-	-	-	44,825
CAPITAL OUTLAY EXPENDITURES:			-	6,700	6,702	44,825
SEWER FUND TOTAL:			531,075	1,218,695	928,625	1,239,776

SOCIAL SERVICES

ACTIVITIES AND OBJECTIVES

Description of Activities

The City of Norwalk Social Services Department provides a wide variety of services to Norwalk families. Services include information and referral, assistance with completion of forms (DPSS, EDD, Medical, Jury Summons, Housing, etc.), immediate emergency food and shelter assistance, emergency transportation, senior daily nutrition program, child care and dental care programs for children of low-income families, and special events. Office space is provided to local community-based organizations whose services enhance those of Social Services (counseling, legal aid, support groups).

Social Services Programs (Senior Programs, Child Care Program, Dispute Resolution Program and the Emergency Food and Shelter Program) are included in this department's programming but are detailed separately in regard to their own budgets.

Fiscal Year 2014-2015 Objectives

- Empower and educate clients in making good choices for themselves (support groups and life skills training).
- Provide information on Public Assistance Programs available to families.
- Increase efficiency for the department by cross training staff members.
- Provide written materials in both English and Spanish.
- Assist Senior's in expanding their recreational and social activities.
- Provide annual programs and services to low income residents such as the Income Tax preparation service.
- Provide additional social services information and referrals within City Departments and within the community.
- Provide networking of resources with other social service agencies serving the community.
- Research other sources of social services funding (public and private).
- Integrate social services with recreation services for seniors at the Senior Citizens Center.
- Continue to offer use of the facility to house a wide variety of Human Services programs.

SOCIAL SERVICES

ACTIVITY DETAIL

Account Number	Description	Cost
2061	<u>Custodial Supplies:</u> Paper and cleaning products	\$ 5,000
2062	<u>Mtce & Repair Supplies:</u> Vendor/contractor services for repairs-plumbing, electrical and roofing	8,500
2063	<u>Facility Maintenance Services:</u>	
	Dishwasher system maintenance	700
	Landscape maintenance	11,100
	Floor mats/runners and mop cleaning	800
	Security alarm services	5,300
	Pest control services	300
	Trash disposal service	1,400
	HVAC maintenance	900
2064	<u>Building Trade Supplies:</u> Maintenance supplies for minor repairs, etc.	2,000
2069	<u>Contract Services - Projects:</u>	
	Texture Lobby walls	5,800
	Paint building facia and pillars	1,800
2080	<u>Contract Services - Non-Classified:</u>	21,297
	Provision of Homeless Supportive Services and Shelter Services	12,750
	Service Track, Electronic Client File Management System	4,621
	Senior Fitness Instructor	3,120
	Plant service	806
2111	<u>Memberships:</u> National Social Workers Association/ National Council on Aging	400

SOCIAL SERVICES

ACTIVITY DETAIL

Account Number	Description	Cost
2230	<u>Programs & Activities:</u> Community Programs, Workshops, 40th Anniversary Celebration	12,200
2231	<u>Vandalism Repairs:</u> Replacement and repairs for vandalism	500
2351	<u>Senior Nutrition Program:</u> Special Activities and Events	1,500
2354	<u>Nutrition Program:</u> Congregate meal program for Senior Nutrition Program, including Meals on Wheels	52,700
2355	<u>Senior Citizens Program:</u> Recreational activities for seniors	3,500
2357	<u>Senior Nutrition Transportation:</u> Dial A Ride Transportation for the frail and elderly	8,000
3870	<u>Capital Outlay - Furniture & Fixtures:</u> MPR Stacking Chairs (30)	4,400

Budget Program: Social Services, 4101

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
Director of Social Services (a)	0.90	0.90	110,803	119,836	Children's Dental Program Clerk	1,600	1,600	1	28,283	28,560
Social Services Worker II (b)	1.90	1.90	97,652	100,583	Recreation Leader II	3,120	3,220	3	39,844	41,550
Senior Management Analyst (c)	0.85	0.85	54,070	64,470	Social Service Worker I	1,600	1,600	1	29,360	29,648
Office Assistant III	1.00	1.00	59,193	60,972						
Office Assistant II	0.90	0.00	43,492	-						
Executive Secretary (d)	0.00	0.90	-	62,183						
(a) 10% Dispute Resolution										
(b) 10% Dispute Resolution										
(c) 15% Dispute Resolution										
(d) 10% Dispute Resolution										
TOTAL	5.55	5.55	365,210	408,044	TOTAL	6,320	6,420	5	97,487	99,758

SOCIAL SERVICES

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-40-4101	1020	SALARIES & WAGES	334,081	365,210	373,437	408,044
101-40-4101	1030	PART TIME WAGES	59,482	97,487	87,238	99,758
101-40-4101	1048	MEDICAL OPT-OUT-GEN. UNIT	-	-	4,004	4,800
101-40-4101	1049	BILINGUAL/CERTIFICAT PAY	4,247	5,070	4,887	5,623
101-40-4101	1052	AUTO ALLOWANCE	2,250	-	4,800	4,800
101-40-4101	1060	PAID SICK LEAVE	5,844	2,007	2,007	3,900
101-40-4101	1065	ACCRUED PAID VACATION	12,959	5,500	5,500	8,500
101-40-4101	1070	PAID SICK LEAVE ON TERMIN	36,580	-	11,526	-
101-40-4101	1078	MANAGEMENT BENEFIT 401A	4,868	4,433	4,422	4,794
101-40-4101	1080	MEDICARE	5,069	7,016	7,220	7,840
101-40-4101	1081	MGMT BENEFIT/MEDICAL	5,556	6,060	4,500	2,216
101-40-4101	1082	PERS - EMPLOYEES' PORTION	24,649	21,634	30,266	21,406
101-40-4101	1083	PERS - EMPLOYER PORTION	60,207	68,695	71,159	83,517
101-40-4101	1085	LIFE INSURANCE	1,153	1,032	1,015	1,389
101-40-4101	1088	LONG-TERM DISABILITY INSURANCE	3,618	3,688	4,064	4,121
101-40-4101	1090	MEDICAL INS - FT EMPLOYEES	59,194	56,739	46,073	46,092
101-40-4101	1091	DENTAL INS - FT EMPLOYEES	6,015	7,084	5,475	6,811
101-40-4101	1092	VISION INS - FT EMPLOYEES	1,015	1,059	902	1,143
101-40-4101	1093	MEDICAL INS - PT EMPLOYEES	2,760	2,760	2,753	2,800
101-40-4101	1094	DENTAL INS - PT EMPLOYEES	1,396	1,396	1,393	1,400
101-40-4101	1095	MEDICAL INS - RETIREES	33,595	52,682	44,625	46,300
101-40-4101	1096	UNEMPLOYMENT INSURANCE	5,550	584	353	852
101-40-4101	1097	WORKER'S COMPENSATION	9,528	8,078	8,076	8,170
PERSONNEL EXPENDITURES:			679,615	718,213	725,694	774,276

SOCIAL SERVICES

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-40-4101	2061	CUSTODIAL SUPPLIES	-	-	-	5,000
101-40-4101	2062	MTCE & REPAIR SUPPLIES	-	-	-	8,500
101-40-4101	2063	FACILITY MTCE SERVICES/CONTRACTS	-	-	-	20,500
101-40-4101	2064	BUILDING TRADE SUPPLIES	-	-	-	2,000
101-40-4101	2069	CONTRACT SVC/PROJECTS	-	-	-	7,600
101-40-4101	2080	CONTRACT SVC/NON-CLASS	16,078	20,490	21,297	21,297
101-40-4101	2100	UTILITIES	30,870	32,100	33,210	36,300
101-40-4101	2110	CONFERENCES & MEETINGS	248	200	900	200
101-40-4101	2111	MEMBERSHIPS	170	150	150	400
101-40-4101	2113	MILEAGE REIMBURSEMNT	552	300	300	400
101-40-4101	2130	OFFICE EQPT MTCE	761	800	800	800
101-40-4101	2140	OFFICE SUPPLIES	1,441	1,400	2,000	2,500
101-40-4101	2141	POSTAGE	342	800	800	800
101-40-4101	2170	SPECIAL MAT'LS-SUPPLIES	1,940	1,600	1,600	1,600
101-40-4101	2190	TELEPHONE & FAX	7,507	7,400	7,100	7,100
101-40-4101	2220	VEHICLE MTCE & SUPPLIES	16,151	15,700	12,900	13,100
101-40-4101	2230	PROGRAMS & ACTIVITIES	2,894	1,500	1,500	12,200
101-40-4101	2231	VANDALISM REPAIR	-	-	-	500
101-40-4101	2240	DUPLICATING SERVICE CHG	729	1,000	670	1,000
101-40-4101	2250	TRAINING EXPENSE	40	100	100	100
101-40-4101	2351	SENIOR NUTRITION PROGRAM	896	1,500	1,500	1,500
101-40-4101	2354	NUTRITION PROGRAM	52,700	52,700	52,700	52,700
101-40-4101	2355	SENIOR CITIZEN PROGRAM	1,819	3,500	3,000	3,500
101-40-4101	2357	SENIOR NUTRITON TRANSP.	6,838	8,000	8,000	8,000
OPERATING EXPENDITURES:			141,977	149,240	148,527	207,597

SOCIAL SERVICES

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-40-4101	3840	C/O-BUILDINGS & IMPRVMT	-	-		-
101-40-4101	3870	C/O-FURNITURE & FIXTURE	-	48,600	48,600	4,400
101-40-4101	3880	C/O-MISCELLANEOUS OTHER	12,000	-	-	-
CAPITAL OUTLAY EXPENDITURES:			12,000	48,600	48,600	4,400
101-40-4101	3995	INTER-FUND TFR/PROP C	(6,838)	(8,000)	(8,000)	(8,000)
101-40-4101	3999	INTER-FUND TFR/CHILD CARE	-	-	(5,500)	(6,600)
GENERAL FUND - SOCIAL SERVICES TOTAL:			826,754	908,053	909,321	971,673
227-40-4101	3995	INTER-FUND TFR/PROP C	6,838	8,000	8,000	8,000
PROP C FUND - SOCIAL SERVICES TOTAL:			6,838	8,000	8,000	8,000
745-40-4101	3860	C/O-OFFICE EQUIPMENT	-	12,000	11,000	-
EQUIPMENT REPLACEMENT FUND - SOCIAL SERVICES TOTAL:			-	12,000	11,000	-
SOCIAL SERVICES TOTAL (ALL FUNDS):			833,592	928,053	928,321	979,673

EMERGENCY FOOD & SHELTER PROGRAM

ACTIVITIES AND OBJECTIVES

Description of Activities

The Emergency Food program offers emergency food assistance to individuals and families in crisis situations. The Lodging voucher program is available for persons who are temporarily displaced, and in need of emergency lodging. Rental and utility assistance is available for individuals and families in need of financial assistance.

Fiscal Year 2014-2015 Objectives (Strategic Action Plan Core Strategy, Objective, Goal)

- Offer emergency food assistance and referrals for food to families and individuals in crisis.
- Assist homeless families and individuals in need of shelter.
- Assist families experiencing a crisis and/or emergency with payment of utilities and rental assistance and other related support services.

EMERGENCY FOOD & SHELTER PROGRAM

ACTIVITY DETAIL

Account Number	Description	Cost
2883	<u>Rental & Utility Assistance:</u> Emergency rental assistance to keep clients from being evicted Utility assistance to prevent the disconnection of services (\$48,500 funded from CDBG Grant)	\$ 98,650
2884	<u>Lodging Vouchers:</u> Temporary emergency shelter for homeless clients and their family (\$1,500 funded from CDBG Grant)	4,500
2885	<u>Groceries:</u> Purchase of groceries and supplies for the emergency food cupboard	2,000
2886	<u>Emergency Support:</u> Assist families and individuals with burial cost, prescription costs, relocation assistance, emergency home repair, and transportation	3,000

EMERGENCY FOOD & SHELTER

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-40-4102	2883	RENTAL & UTILITY ASSIST.	27,435	50,150	30,000	50,150
101-40-4102	2884	LODGING VOUCHERS	303	3,000	1,500	3,000
101-40-4102	2885	GROCERIES	1,749	2,000	2,000	2,000
101-40-4102	2886	EMERGENCY SUPPORT	3,000	3,000	2,000	3,000
GENERAL FUND - EMERGENCY FOOD & SHELTER TOTAL:			32,487	58,150	35,500	58,150
207-40-4102	2883	RENTAL & UTILITY ASSIST.	48,495	48,500	48,500	48,500
207-40-4102	2884	LODGING VOUCHERS	1,049	1,500	1,500	1,500
CDBG - EMERGENCY FOOD & SHELTER TOTAL:			49,544	50,000	50,000	50,000
EMERGENCY FOOD & SHELTER TOTAL (ALL FUNDS):			82,031	108,150	85,500	108,150

CHILD CARE PROGRAM

ACTIVITIES AND OBJECTIVES

Description of Activities

The California Alternative Payment Program (CAPP) and CaWORKS (Stages I, II & III) Child Development Program provides subsidized services for children of low income parents working or in job training who live or work in the City of Norwalk. The funding is also allocated to provide childcare services to families that receive assistance from the Department of Public Social Services.

The program provides quality childcare, while allowing parents to work toward self-sufficiency through education, job training or employment. Childcare is provided in local day care homes, centers and schools.

This program is funded entirely through State and Federal funds from the Department of Education and the California Department of Social Services.

Fiscal Year 2014-2015 Objectives

- Maintain and increase contract service levels.
- Continue to work with Childcare Alliance of Los Angeles in delivering accountable and quality service with DPSS.
- Continue providing parenting education seminars to our clients, providers and community.
- Actively pursue new State, Federal, and other funding sources for advancing the number of children served by the program.
- Continue working cooperatively with local school districts and day care centers, to ensure quality care for low-income families.
- Maintain electronic data updates, record keeping and tracking of clients.
- Maintain and update the resource and referral booklet for parents seeking childcare services in the Norwalk area.
- Provide ongoing childcare provider training.
- Maintain a fraud control system of checks & balances in the program.

CHILD CARE PROGRAM

ACTIVITY DETAIL

Account Number	Description	Cost
2030	<u>Contract Services (CAPP):</u> Payment for Exempt, License and Family Day Care for Child Care Services	\$ 107,954
2032	<u>Contract Services (C2AP):</u> Payment for Exempt, License and Family Day Care for Child Care Services	1,301,448
2034	<u>Contract Services (C3AP):</u> Payment for Exempt, License and Family Day Care for Child Care Services	302,863
2036	<u>Contract Services (Stage 1):</u> Payment for Exempt, License and Family Day Care for Child Care Services	896,476
2080	<u>Contract Services - Non-Classified:</u> Care Control, Program Management Software Gateways Grant: Case management and clerical assistance	14,485
2110	<u>Conferences & Meetings:</u> State and local grant-related workshops and computer training	5,000
2111	<u>Memberships:</u> California Alternative Payment Association and Child Care Alliance of Los Angeles	8,000
2161	<u>Administrative Costs:</u> Administrative charges of Child Care program	44,112

Budget Program: Child Care Program, 4103

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
Child Care Program Manager (a) (b)	1.00	1.00	77,320	79,635	Eligibility Worker (b)	2,080	1,560	1	44,342	33,583
Child Care Program Supervisor	1.00	1.00	57,846	59,588	Quality Control Specialist	1,300	1,560	1	27,714	33,583
Eligibility Worker	2.00	2.00	88,692	91,340	Intake Specialist	1,300	-	0	22,901	-
Payment Specialist	1.00	1.00	48,324	40,949						
Intake Specialist	0.00	1.00	-	37,574						
(a) 5.13% charged to LA-ROCCS (4109)				(4,089)						
(b) 12.2% charged to Gateway for Early Educators Prog. (4110)				(9,718)	(b) 201 hours charged to Gateway for Early Educators Prog. (4110)					(4,421)
TOTAL	5.00	6.00	272,182	295,279	TOTAL	4,680	3,120	2	94,957	62,745

CHILD CARE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
203-40-4103	1020	REG SALARIES & WAGES	263,184	272,182	234,515	295,279
203-40-4103	1030	PART TIME WAGES	58,322	94,957	54,372	62,745
203-40-4103	1045	COMP TIME PAY	54	-	-	-
203-40-4103	1049	BILINGUAL/CERTIFICAT PAY	3,788	3,900	3,203	3,080
203-40-4103	1060	PAID SICK LEAVE	-	-	-	1,300
203-40-4103	1065	ACCRUED PAID VACATION	2,894	-	-	6,000
203-40-4103	1080	MEDICARE	4,532	5,417	4,235	5,313
203-40-4103	1082	PERS - EMPLOYEES' PORTION	19,491	19,843	19,017	15,023
203-40-4103	1083	PERS - EMPLOYER PORTION	47,471	51,199	44,712	60,635
203-40-4103	1085	LIFE INSURANCE	868	881	796	866
203-40-4103	1088	LONG-TERM DISABILITY INSURANCE	2,657	2,749	2,341	2,980
203-40-4103	1090	MEDICAL INS - FT EMPLOYEES	47,808	48,000	40,866	52,959
203-40-4103	1091	DENTAL INS - FT EMPLOYEES	5,921	6,177	6,303	8,127
203-40-4103	1092	VISION INS - FT EMPLOYEES	693	730	645	854
203-40-4103	1095	MEDICAL INS - RETIREES	9,623	10,012	8,836	10,000
203-40-4103	1096	UNEMPLOYMENT INSURANCE	-	435	1,963	190
203-40-4103	1097	WORKER'S COMPENSATION	8,436	7,938	7,943	6,187
PERSONNEL EXPENDITURES:			475,742	524,420	429,746	531,538

CHILD CARE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
203-40-4103	2030	CAPP/DPP - CHILD CARE	92,084	105,700	105,700	107,954
203-40-4103	2032	C2AP/DPP - CHILD CARE	1,291,567	1,301,500	1,301,500	1,301,448
203-40-4103	2034	C3AP/DPP - CHILD CARE	240,753	314,910	314,910	302,863
203-40-4103	2036	STAGE 1/DPP-CHILD CARE	689,384	896,500	896,500	896,476
203-40-4103	2057	PROMOTIONAL ADVERTISING	358	2,000	2,000	2,000
203-40-4103	2080	CONTRACT SVC/NON-CLASS	34,096	60,700	15,000	14,485
203-40-4103	2084	CONTRA SVC/PARENT FEES	59,096	40,000	60,000	35,000
203-40-4103	2086	LEGAL SERVICES	-	2,000	2,000	2,000
203-40-4103	2100	UTILITIES	3,573	6,700	6,700	6,000
203-40-4103	2110	CONFERENCES & MEETINGS	3,155	5,000	5,000	5,000
203-40-4103	2111	MEMBERSHIPS	4,173	5,000	5,000	8,000
203-40-4103	2113	MILEAGE REIMBURSEMNT	-	200	-	-
203-40-4103	2130	OFFICE EQPT MTCE	1,375	1,500	2,000	2,000
203-40-4103	2140	OFFICE SUPPLIES	7,350	11,000	11,000	10,000
203-40-4103	2141	POSTAGE	6,502	6,000	6,000	6,000
203-40-4103	2150	RENTAL EXPENSE	54,903	-	-	-
203-40-4103	2161	ADMINISTRATIVE COSTS	32,793	40,000	40,000	44,112
203-40-4103	2170	SPECIAL MAT'LS-SUPPLIES	6,878	9,000	9,000	10,000
203-40-4103	2190	TELEPHONE & FAX	5,171	5,200	4,500	4,500
203-40-4103	2220	VEHICLE MTCE & SUPPLIES	1,182	1,600	1,400	1,600
203-40-4103	2240	DUPLICATING SERVICE CHG	(445)	-	6,000	6,600
203-40-4103	2250	TRAINING EXPENSE	90	4,000	4,000	4,000
203-40-4103	2400	AUDIT FEES	4,040	6,730	6,730	7,000
OPERATING EXPENDITURES:			2,538,078	2,825,240	2,804,940	2,777,038

CHILD CARE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
203-40-4103	3860	C/O-OFFICE EQUIPMENT	-	-	-	500
CAPITAL OUTLAY EXPENDITURES:			-	-	-	500
CHILD CARE GRANT FUND TOTAL:			3,013,820	3,349,660	3,234,686	3,309,076
101-90-9203	3990	INTER FUND TRANSFER	10,674	-	-	-
GENERAL FUND - CHLD CARE TOTAL:			10,674	-	-	-

CHILD CARE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
<u>LA-ROCCS (LOS ANGELES-REDUCE OBESITY IN CHILD CARE SETTINGS)</u>						
203-40-4109	1020	REG SALARIES & WAGES	-	-	4,071	4,089
203-40-4109	1049	BILINGUAL/CERTIFICAT PAY	-	-	35	36
203-40-4109	1080	MEDICARE	-	-	59	60
203-40-4109	1082	PERS - EMPLOYEES' PORTION	-	-	328	330
203-40-4109	1083	PERS - EMPLOYER PORTION	-	-	775	776
203-40-4109	1085	LIFE INSURANCE	-	-	17	17
203-40-4109	1088	LONG-TERM DISABILITY INSURANCE	-	-	44	44
203-40-4109	1090	MEDICAL INS - FT EMPLOYEES	-	-	584	558
203-40-4109	1091	DENTAL INS - FT EMPLOYEES	-	-	78	81
203-40-4109	1092	VISION INS - FT EMPLOYEES	-	-	8	9
PERSONNEL EXPENDITURES:			-	-	6,000	6,000
LA-ROCCS GRANT DEPT TOTAL:			-	-	6,000	6,000

CHILD CARE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
<u>GATEWAY FOR EARLY EDUCATORS PROGRAM</u>						
203-40-4110	1020	REG SALARIES & WAGES	-	-	9,675	9,718
203-40-4110	1030	PART TIME WAGES	-	-	3,346	4,421
203-40-4110	1049	BILINGUAL/CERTIFICAT PAY	-	-	102	134
203-40-4110	1080	MEDICARE	-	-	178	207
203-40-4110	1082	PERS - EMPLOYEES' PORTION	-	-	781	788
203-40-4110	1083	PERS - EMPLOYER PORTION	-	-	1,835	1,853
203-40-4110	1085	LIFE INSURANCE	-	-	35	37
203-40-4110	1088	LONG-TERM DISABILITY INSURANCE	-	-	94	97
203-40-4110	1090	MEDICAL INS - FT EMPLOYEES	-	-	1,160	1,197
203-40-4110	1091	DENTAL INS - FT EMPLOYEES	-	-	169	174
203-40-4110	1092	VISION INS - FT EMPLOYEES	-	-	17	19
PERSONNEL EXPENDITURES:			-	-	17,392	18,645

CHILD CARE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
203-40-4110	2080	CONTRACT SVC/NON-CLASS			21,453	20,199
203-40-4110	2141	POSTAGE			1,422	1,422
203-40-4110	2161	ADMINISTRATIVE COSTS			3,221	3,222
OPERATING EXPENDITURES:			-	-	26,096	24,843
GATEWAY FOR EARLY EDUCATORS PROGRAM DEPT TOTAL:			-	-	43,488	43,488
CHILD CARE TOTAL (ALL FUNDS):			3,024,494	3,349,660	3,284,174	3,358,564

SENIOR CENTER

ACTIVITIES AND OBJECTIVES

Description of Activities

Offering to those 50 years and older a wide variety of educational, recreational, social and human service programs and services, the Norwalk Senior Center, which opened December 2000 continues to serve as a focal point for senior services and concerns in the community. Programs and services address both the interests and needs of “well” mature adults, as well as those who may be frail with special needs.

Fiscal Year 2014-2015 Objectives

- Offer a variety of recreational and social programs including the congregate meal program, for senior residents of Norwalk and surrounding communities that promote vital aging.
- Respond to the needs of the community, as it relates to the needs and interests of mature adults 50 years and above.
- Provide services such as case management, information and assistance, and other supportive services for older adults and their families and caregivers.
- Provide the Supportive Services program as funded by the Los Angeles County Area Agency on Aging.
- Provide programs that promote diversity, cultural awareness and intergenerational relationships.
- Provide programs that promote emergency preparedness in the home.
- Maintain collaborative relationships with a wide range of public and private partners and members of the aging network for the benefit of program participants.
- Develop and disseminate age-appropriate publicity materials.
- Continue to evaluate current programs and services and survey need for new programs and services.
- Continue to recruit and utilize volunteers in meaningful and productive roles to support the senior program.
- Provide patrons with free Wi-Fi to offer greater access to the internet, City information, programs and resources.

SENIOR CENTER

ACTIVITY DETAIL

Account Number	Description	Cost
2061	<u>Custodial Supplies:</u> Facility maintaining custodial supplies, paper towels, cleaning supplies	\$ 17,000
2062	<u>Maintenance & Repair Supplies:</u> Vendor/contractor services for repairs-plumbing, electrical, roofing, etc: HVAC repairs 5,000 Kitchen equipment repairs 2,000 Fire protection system repairs 1,500 Building repairs-doors, flooring, plumbing, electrical, etc. 8,000 Misc. repairs 1,500 Landscaping-plantings 600	18,600
2063	<u>Facility Maintenance Services/Contracts:</u> Dishwasher system and refrigerator maintenance 2,800 Landscape maintenance 7,400 HVAC preventive maintenance 1,900 Security alarm services 2,200 Pest Control services 900 Consolidated disposal-trash service 2,800 Clean and seal of tile flooring-lobby, restrooms and kitchen 4,600 Fire system annual maintenance and testing 2,500 Fire system monitoring 700 Window cleaning 700 Misc. services 900	27,400
2064	<u>Building Trade Supplies:</u> Supplies for facility repairs	8,000

SENIOR CENTER ACTIVITY DETAIL

Account Number	Description	Cost
2069	<u>Contract Services - Projects:</u> Paint Multipurpose Room Paint Lobby	7,400 5,600 13,000
2111	<u>Memberships:</u> California Park and Recreation Society, Aging Section; National Council on Aging, Motion Picture Licensing Corp	535
2140	<u>Office Supplies:</u> General office supplies for operation and general support of the Senior Center	4,500
2179	<u>Special Supplies - Services:</u> Special equipment, promotional needs, paper goods, equipment maintenance, coffee, cable TV and popcorn supplies	20,000
2229	<u>Senior Tours:</u> Day Trips and extended tours for senior participants	11,500
2230	<u>Programs & Activities:</u> Recreational programs (dances, volunteer recognition, workshops and special events)	54,990
2232	<u>Classes:</u> Educational classes for senior participants	11,500
2351	<u>Nutrition Program:</u> Special activities and celebrations for the weekday nutrition program	3,500
2354	<u>Nutrition Program:</u> Congregate weekday meal program for Senior Center	90,000
3850	<u>Capital Outlay - Tools & Work Equipment:</u> Vacuums (2)	900

SENIOR CENTER

ACTIVITY DETAIL

Account Number	Description	Cost
3860	<u>Capital Outlay - Office Equipment:</u> Paper Shredder for Public Use	1,300
3870	<u>Capital Outlay - Furniture:</u> Mesh stacking chairs (100)	10,700
3880	<u>Capital Outlay - Other Equipment:</u> PA system, Concrete Trash Cans, Washer/dryer	13,000

Budget Program: Social Services - Senior Center, 4104

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
Senior Center Manager	0.00	1.00	-	83,352	Senior Program Aide (b)	1,500	1,500	1	33,385	33,712
Recreation Supervisor	1.00	0.00	66,104	-	Recreation Leader III	3,000	3,000	2	68,085	68,753
Senior Services Coordinator (a)	1.00	1.00	60,104	61,903	Recreation Leader II	5,952	7,048	5	79,956	95,153
Office Assistant II	1.00	1.00	48,324	49,774						
Office Assistant I	1.00	1.00	44,346	45,670						
Recreation Coordinator	0.00	0.00	-	-						
(a) 30% Senior Grant Fund	(0.30)	(0.30)	(18,030)	(18,572)	(b) Senior Grant Fund	-	-		-	-
TOTAL	3.70	3.70	200,848	222,127	TOTAL	10,452	11,548	8	181,426	197,618

SENIOR CENTER

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-40-4104	1020	SALARIES & WAGES	189,217	200,848	196,541	222,127
101-40-4104	1030	PART TIME WAGES	131,947	181,426	143,855	197,618
101-40-4104	1048	MEDICAL OPT-OUT GEN. UNIT	-	-	-	4,800
101-40-4104	1049	BILINGUAL/CERTIFICAT PAY	3,011	2,600	3,441	4,550
101-40-4104	1080	MEDICARE	4,598	5,590	4,986	6,231
101-40-4104	1082	PERS - EMPLOYEE'S PORTION	13,704	14,386	15,999	7,982
101-40-4104	1083	PERS - EMPLOYER PORTION	33,917	37,780	37,615	45,465
101-40-4104	1085	LIFE INSURANCE	387	626	610	393
101-40-4104	1088	LONG-TERM DISABILITY INSURANCE	1,885	2,029	1,973	2,244
101-40-4104	1090	MEDICAL INS - FT EMPLOYEES	27,314	28,020	27,372	21,219
101-40-4104	1091	DENTAL INS - FT EMPLOYEES	4,075	4,288	4,078	2,726
101-40-4104	1092	VISION INS - FT EMPLOYEES	539	606	661	607
101-40-4104	1093	MEDICAL INS - PT EMPLOYEES	687	2,760	2,311	8,400
101-40-4104	1094	DENTAL INS - PT EMPLOYEES	846	1,747	1,855	3,200
101-40-4104	1095	MEDICAL INSURANCE-RETIREEES	13,079	14,288	12,446	13,600
101-40-4104	1096	UNEMPLOYMENT INSURANCE	44	321	153	393
101-40-4104	1097	WORKER'S COMPENSATION	26,292	24,653	24,648	33,226
PERSONNEL EXPENDITURES:			451,543	521,968	478,542	574,781

SENIOR CENTER

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-40-4104	2050	PUBLICATIONS	-	-	-	140
101-40-4104	2061	CUSTODIAL SUPPLIES	17,616	17,000	17,000	17,000
101-40-4104	2062	MTCE & REPAIR SUPPLIES	15,918	20,300	20,300	18,600
101-40-4104	2063	FACILITY MTCE SERVICES/CONTRACTS	25,719	39,600	26,900	27,400
101-40-4104	2064	BUILDING TRADE SUPPLIES	6,872	6,500	6,500	8,000
101-40-4104	2069	CONTRACT SVC/PROJECTS	-	-	-	13,000
101-40-4104	2079	CONTRACT SRV-NON CLASS	924	1,600	1,600	4,900
101-40-4104	2100	UTILITIES	69,187	73,800	63,100	68,500
101-40-4104	2110	CONFERENCES & MEETINGS	85	100	100	500
101-40-4104	2111	MEMBERSHIPS	505	450	450	535
101-40-4104	2113	MILEAGE REIMBURSEMNT	93	140	100	140
101-40-4104	2130	OFFICE EQPT MTCE	765	900	900	900
101-40-4104	2140	OFFICE SUPPLIES	5,284	4,500	4,500	4,500
101-40-4104	2141	POSTAGE	643	900	900	900
101-40-4104	2179	SPECIAL SUPPLIES-SENIORS	21,676	20,000	20,000	20,000
101-40-4104	2190	TELEPHONE & FAX	8,632	9,100	7,800	7,800
101-40-4104	2231	VANDALISM REPAIR	22	-	-	-
101-40-4104	2229	TOURS	11,396	11,500	11,500	11,500
101-40-4104	2230	PROGRAMS & ACTIVITIES	26,536	24,000	24,000	54,990
101-40-4104	2232	CLASSES	7,871	12,500	12,500	11,500
101-40-4104	2240	DUPLICATING SERVICE CHG	4,340	3,500	4,390	5,000
101-40-4104	2250	TRAINING EXPENSE	70	200	200	200
101-40-4104	2351	SENIOR NUTRITION PROGRAM	3,031	3,500	3,500	3,500
101-40-4104	2354	NUTRITION PROGRAM	90,000	90,000	90,000	90,000
OPERATING EXPENDITURES:			317,184	340,090	316,240	369,505

SENIOR CENTER

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-40-4104	3850	C/O-TOOLS & WORK EQUIP	-	-	-	900
101-40-4104	3860	C/O-OFFICE EQUIPMENT	8,689	-	-	1,300
101-40-4104	3870	C/O-FURNITURE	4,755	15,000	6,500	10,700
101-40-4104	3880	C/O-OTHER EQUIPMENT	-	19,900	19,900	13,000
CAPITAL OUTLAY EXPENDITURES:			13,444	34,900	26,400	25,900
101-90-9217	3990	GENERAL FUND TRANSFER OUT / CITY'S CONTRIBUTION	43,888	26,429	52,637	27,195
GENERAL FUND - SENIOR CENTER SERVICE TOTAL:			826,058	923,387	873,819	997,381

SENIOR CENTER

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
<u>SENIOR GRANT FUND (FUND 217)</u>						
217-40-4104	1020	SALARIES & WAGES	32,729	18,030	25,473	18,572
217-40-4104	1030	PART TIME WAGES	18,977	-	17,325	-
217-40-4104	1048	MEDICAL OPT-OUT-GEN. UNIT	123	-	170	-
217-40-4104	1052	AUTO ALLOWANCE	130	-	208	-
217-40-4104	1060	PAID SICK LEAVE	240	-	-	-
217-40-4104	1065	ACCRUED PAID VACATION	781	-	-	-
217-40-4104	1070	PAID SICK LEAVE ON TERMIN	2,286	-	-	-
217-40-4104	1078	MANAGEMENT BENEFIT 401A	350	-	219	-
217-40-4104	1080	MEDICARE	677	261	632	269
217-40-4104	1081	MGMT BENEFIT/MEDICAL	441	-	410	-
217-40-4104	1082	PERS - EMPLOYEES' PORTION	1,939	722	2,038	558
217-40-4104	1083	PERS - EMPLOYER PORTION	5,826	3,392	3,259	3,802
217-40-4104	1085	LIFE INSURANCE	53	4	32	4
217-40-4104	1088	LONG-TERM DISABILITY INSURANCE	349	182	303	188
217-40-4104	1090	MEDICAL INS - FT EMPLOYEES	5,516	2,880	4,309	2,905
217-40-4104	1091	DENTAL INS - FT EMPLOYEES	671	436	537	419
217-40-4104	1092	VISION INS - FT EMPLOYEES	97	44	96	45
217-40-4104	1093	MEDICAL INS - PT EMPLOYEES	747	-	1,679	-
217-40-4104	1094	DENTAL INS - PT EMPLOYEES	230	-	513	-
217-40-4104	1096	UN-EMPLOYMENT INSURANCE	-	29	-	11
217-40-4104	1097	WORKER'S COMPENSATION	384	399	396	372
PERSONNEL EXPENDITURES:			72,546	26,379	57,599	27,145

SENIOR CENTER

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
217-40-4104	2037	TITLE IIIB CONTRACT SVC	30,611	61,130	56,218	61,130
217-40-4104	2140	OFFICE SUPPLIES	49	125	125	125
217-40-4104	2141	POSTAGE	139	125	125	125
OPERATING EXPENDITURES:			30,800	61,380	56,468	61,380
217-90-9101	4790	TRANSFER IN / CITY'S FUNDING	(43,888)	(26,429)	(52,637)	(27,195)
SENIOR GRANT FUND TOTAL:			59,458	61,330	61,430	61,330
745-40-4104	3860	C/O-OFFICE EQUIPMENT	11,500	-	-	-
EQUIPMENT REPLACEMENT FUND - SENIOR CENTER FUND TOTAL:			11,500	-	-	-
SENIOR CENTER SERVICES TOTAL (ALL FUNDS):			897,016	984,717	935,249	1,058,711

NORWALK DISPUTE RESOLUTION PROGRAM

ACTIVITIES AND OBJECTIVES

Description of Activities

The Norwalk Dispute Resolution Program is designed to provide dispute resolution services free of charge to Norwalk residents who are seeking conciliation, mediation, information and referral services regardless of income, age, ethnicity, and language.

Fiscal Year 2014-2015 Objectives

- Assist clients with intake and problem assessment on a walk-in and telephone basis.
- Assist clients with landlord/tenant, consumer/merchant and alternative dispute resolution information.
- Conduct regular progress review to ensure goals & objectives are being met.
- Maintain educational programs and provide written informational material to clients
- Conduct follow up surveys to gather feedback on services being provided
- Outreach into the community and court system to provide dispute resolution services.
- Provide staff with additional training to ensure most up to date mediation strategies are utilized
- Alleviate the problem of case overload from the courts.

NORWALK DISPUTE RESOLUTION PROGRAM
ACTIVITY DETAIL

Account Number	Description	Cost
2057	<u>Promotional Advertising:</u> Promotional Program items	\$ 1,195
2080	<u>Contract Services - Non Classified:</u> Hire trainer to conduct 40 hours of mediation training for staff & the community	4,000
2110	<u>Conferences & Meetings:</u> Annual Association for Conflict Resolution Conference in Minnesota - flight, hotel, car rental, gas and food expenses. Training for department staff	2,000
2111	<u>Memberships:</u> Association memberships - Association for Conflict Resolution (ACR), California Dispute Resolution Council (CDRC)	200
2170	<u>Special Materials-Supplies:</u> Purchase of program supplies	1,800

DISPUTE RESOLUTION PROGRAM

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
249-40-4106	1020	SALARIES & WAGES	35,893	37,355	31,328	36,357
249-40-4106	1030	PART TIME WAGES	33,558	40,507	37,475	40,904
249-40-4106	1048	MEDICAL OPT-OUT-GEN. UNIT	280	-	1,063	-
249-40-4106	1049	BILINGUAL/CERTIFICAT PAY	793	130	845	228
249-40-4106	1052	AUTO ALLOWANCE	190	-	309	-
249-40-4106	1060	PAID SICK LEAVE	942	223	223	500
249-40-4106	1065	ACCRUED PAID VACATION	2,001	1,054	1,054	1,000
249-40-4106	1070	PAID SICK LEAVE ON TERMIN	6,859	-	1,281	-
249-40-4106	1078	MANAGEMENT BENEFIT 401A	586	493	309	533
249-40-4106	1080	MEDICARE	880	1,161	1,073	1,153
249-40-4106	1081	MGMT BENEFIT/MEDICAL	378	674	409	247
249-40-4106	1082	PERS - EMPLOYEES' PORTION	2,717	1,980	2,574	1,788
249-40-4106	1083	PERS - EMPLOYER PORTION	6,433	7,028	6,051	7,443
249-40-4106	1085	LIFE INSURANCE	101	91	78	142
249-40-4106	1088	LONG-TERM DISABILITY INSURANCE	403	377	355	367
249-40-4106	1090	MEDICAL INS - FT EMPLOYEES	5,894	6,010	3,117	3,416
249-40-4106	1091	DENTAL INS - FT EMPLOYEES	532	693	240	525
249-40-4106	1092	VISION INS - FT EMPLOYEES	87	102	124	89
249-40-4106	1093	MEDICAL INS - PT EMPLOYEES	-	-	2,898	2,800
249-40-4106	1094	DENTAL INS - PT EMPLOYEES	-	-	1,466	1,400
249-40-4106	1096	UNEMPLOYMENT INSURANCE	-	60	-	22
249-40-4106	1097	WORKER'S COMPENSATION	972	826	828	728
PERSONNEL EXPENDITURES:			99,497	98,764	93,098	99,641

DISPUTE RESOLUTION PROGRAM

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
249-40-4106	2057	PROMOTIONAL ADVERTISING	3,263	2,500	2,500	1,195
249-40-4106	2080	CONTRACT SVC/NON-CLASS	-	500	500	4,000
249-40-4106	2110	CONFERENCES & MEETINGS	1,815	3,000	3,000	2,000
249-40-4106	2111	MEMBERSHIPS	100	600	600	200
249-40-4106	2113	MILEAGE REIMBURSEMNT	-	100	100	200
249-40-4106	2130	OFFICE EQPT MTCE	-	150	-	-
249-40-4106	2140	OFFICE SUPPLIES	1,786	2,600	2,600	2,500
249-40-4106	2141	POSTAGE	37	150	150	-
249-40-4106	2161	ADMINISTRATIVE COSTS	-	400	400	-
249-40-4106	2170	SPECIAL MAT'LS-SUPPLIES	2,529	2,000	2,000	1,800
249-40-4106	2190	TELEPHONE & FAX	311	300	300	300
249-40-4106	2240	DUPLICATING SERVICE CHG	-	200	-	-
249-40-4106	2250	TRAINING EXPENSE	-	-	-	200
OPERATING EXPENDITURES:			9,841	12,500	12,150	12,395
249-90-9101	4790	TRANSFER IN / CITY'S GRANT MATCH	(54,661)	(50,097)	(53,868)	(87,036)
DISPUTE RESOLUTION GRANT FUND TOTAL:			54,678	61,167	51,380	25,000
101-90-9249	3990	GENERAL FUND TRANSFER OUT / CITY'S CONTRIBUTION	54,661	50,097	53,868	87,036
DISPUTE RESOLUTION TOTAL (ALL FUNDS):			109,339	111,264	105,248	112,036

**SOCIAL SERVICES BUDGET PROGRAM:
BUDGET UNIT:**

**ANGEL TREE
101-40-4108**

FULL TIME POSITIONS			PART TIME POSITIONS			
Position Title	Hours	FY 14-15 Budget	Position Title	FY 13-14 Adopted Hours	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
Recreation Coordinator	8	8	Recreation Leader III	10	227	234
Senior Services Coordinator	8	8	Recreation Leader II	56	788	812
SSW II	16	16	Senior Program Aide	8	178	184
OAI	16	16	Public Safety Officer	66	1,631	1,680
OAI	8	8	DRP	8	178	184
OAI	8	8	Dental Clerk	8	141	146
Child Care Manager	8	8	SSWI	-	-	167
Child Care Supervisor	8	8	Intake Specialist	8	155	160
Eligibility Worker	16	16	QC Specialist	16	341	176
Payment Specialist	8	8				
TOTAL	104	104		180	3,639	3,741

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	FY 14-15 ADOPTED BUDGET
101-40-4108	1020	SALARIES & WAGES	1,351	-	-
101-40-4108	1030	PART TIME WAGES	1,933	3,638	3,741
101-40-4108	1049	BILINGUAL/CERTIFICAT PAY	10	-	-
101-40-4108	1080	MEDICARE	45	53	54
101-40-4108	1082	PERS - EMPLOYEES' PORTION	91	-	-
101-40-4108	1083	PERS - EMPLOYER PORTION	243	-	-
		PERSONNEL EXPENDITURES:	3,673	3,691	3,795
101-40-4108	2230	PROGRAMS & ACTIVITIES	5,535	4,500	6,000
		OPERATING EXPENDITURES:	5,535	4,500	6,000
		ANGEL TREE	9,208	8,191	9,795

RECREATION

ACTIVITIES AND OBJECTIVES

Description of Activities

The Recreation and Park Services Department provides Norwalk residents with a variety of programs, activities, services, and events including community services, youth and adult services, center and park activities, cultural activities, Citywide special events, special interest classes and workshops, a recreation program for the physically and mentally challenged, aquatic programs, athletic leagues, day camps, holiday events, and special activities. Norwalk All-City Band programs are also coordinated through this Department.

The Department also operates the Norwalk Arts & Sports Complex, which provides residents of all ages with a wide variety of year-round services and activities. The facility includes a full size basketball gymnasium, state-of-the-art weight room, racquetball courts, boxing gym, and full service banquet and meeting center facilities, classrooms, and the Mary Paxon Gallery. In addition, the Department manages and programs the Aquatic Pavilion, which provides year-round swim activities, the Norwalk Golf Center, and oversees the Norwalk Skate Park.

Fiscal Year 2014-2015 Objectives

- Conduct quality recreation programs and activities for youth and adult throughout the community.
- Coordinate exciting special events for families.
- Increase program participation through the creation of an extensive marketing program.
- Secure grant funding to upgrade aging playground equipment.
- Increase park hours and programming to provide community with more opportunities for recreation while increasing visibility at facilities that will lead to a safer environment.

Budget Program: Recreation, 5101

Full Time Positions

Part Time Positions

Position Title	FY 13-14	FY 14-15	FY 13-14	FY 14-15	Position Title	FY 13-14	FY 14-15	FY 14-15	FY 13-14	FY 14-15
	Adopted	Adopted	Budgeted	Budgeted		Adopted	Adopted	Number of PT	Budgeted	Budgeted
	Allocation	Allocation	Salary	Salary		Hours	Hours	Positions	Wages	Wages
Director of Recreation & Park Services	1.00	1.00	139,044	143,215	Recreation Leader III	6,500	5,460	3	147,518	127,661
Recreation & Parks Superintendent	1.00	1.00	104,335	109,651	Recreation Leader II	18,163	19,763	38	231,843	279,793
Recreation Supervisor	2.00	2.00	142,737	146,467	Recreation Leader I	7,279	8,599	10	82,117	99,907
Recreation Coordinator	2.00	3.00	122,620	171,803	Office Assistant I	1,560	-	0	26,828	-
Office Assistant III	1.00	1.00	59,189	60,972						
Graphic Design Specialist (a)	0.40	0.40	24,525	25,260						
Office Assistant I	1.00	1.00	39,913	41,101						
					Recreation Unit Subtotal	33,502	33,822	51	488,306	507,361
					Youth Worker	10,876	10,876	50	94,296	97,884
(a) 60% Communications & Public Affairs					Summer Youth Worker Unit Subtotal	10,876	10,876	50	94,296	97,884
TOTAL	8.40	9.40	632,363	698,469	TOTAL	44,378	44,698	101	582,602	605,245

RECREATION - GENERAL PROGRAMS

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-50-5101	1020	REG SALARIES & WAGES	585,463	632,363	661,820	698,469
101-50-5101	1030	PART TIME WAGES	321,492	488,306	344,933	507,361
101-50-5101	1040	OVERTIME SALARY & WAGES	-	3,500	-	3,500
101-50-5101	1045	COMP TIME PAY	-	1,500	-	1,500
101-50-5101	1048	MEDICAL OPT-OUT-GEN. UNIT	-	-	6,480	9,600
101-50-5101	1049	BILINGUAL/CERTIFICAT PAY	1,300	1,300	399	-
101-50-5101	1052	AUTO ALLOWANCE	4,800	4,800	4,788	4,800
101-50-5101	1060	PAID SICK LEAVE	4,005	10,874	10,874	11,100
101-50-5101	1065	ACCRUED PAID VACATION	12,176	12,867	12,867	14,900
101-50-5101	1074	EMPLOYEE AWARDS	200	-	-	200
101-50-5101	1078	MANAGEMENT BENEFIT 401A	7,147	7,649	7,567	7,923
101-50-5101	1080	MEDICARE	11,245	16,229	15,313	18,271
101-50-5101	1081	MGMT BENEFIT/MEDICAL	16,725	17,595	13,938	8,744
101-50-5101	1082	PERS - EMPLOYEES' PORTION	47,523	50,593	52,977	41,293
101-50-5101	1083	PERS - EMPLOYER PORTION	106,115	118,944	124,557	142,961
101-50-5101	1084	UNIFORM ALLOWANCE	-	-	-	6,000
101-50-5101	1085	LIFE INSURANCE	1,665	1,783	1,582	1,878
101-50-5101	1088	LONG-TERM DISABILITY INSURANCE	6,681	6,386	7,538	7,054
101-50-5101	1090	MEDICAL INS - FT EMPLOYEES	81,488	83,517	69,664	64,358

RECREATION - GENERAL PROGRAMS

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-50-5101	1091	DENTAL INS - FT EMPLOYEES	10,508	11,117	9,191	8,246
101-50-5101	1092	VISION INS - FT EMPLOYEES	1,678	1,767	1,611	1,920
101-50-5101	1093	MEDICAL INS - PT EMPLOYEES	12,166	11,040	10,533	19,600
101-50-5101	1094	DENTAL INS - PT EMPLOYEES	6,923	6,981	4,251	2,800
101-50-5101	1095	MEDICAL INS - RETIREES	21,175	22,650	15,275	13,800
101-50-5101	1096	UNEMPLOYMENT INSURANCE	3,548	7,274	(2)	434
101-50-5101	1097	WORKER'S COMPENSATION	17,472	23,409	23,412	18,228
PERSONNEL EXPENDITURES:			1,281,496	1,542,444	1,399,568	1,614,940

RECREATION - GENERAL PROGRAMS

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-50-5101	2057	PROMOTIONAL ADVERTISING	2,223	17,000	15,000	13,000
101-50-5101	2080	CONTRACT SVC/NON-CLASS	17,884	3,500	2,824	3,500
101-50-5101	2100	UTILITIES	940	1,200	920	2,300
101-50-5101	2110	CONFERENCES & MEETINGS	5,851	4,000	4,174	4,000
101-50-5101	2111	MEMBERSHIPS	465	665	600	665
101-50-5101	2130	OFFICE EQPT MTCE	2,160	2,000	2,000	2,000
101-50-5101	2140	OFFICE SUPPLIES	10,414	14,000	14,000	14,000
101-50-5101	2141	POSTAGE	3,399	6,000	3,000	4,000
101-50-5101	2170	SPECIAL MAT'LS-SUPPLIES	15,597	15,000	15,000	14,000
101-50-5101	2190	TELEPHONE & FAX	28,755	27,900	23,400	23,400
101-50-5101	2220	VEHICLE MTCE & SUPPLIES	16,432	23,900	19,800	20,300
101-50-5101	2230	PROGRAMS & ACTIVITIES	20,446	22,000	22,000	18,000
101-50-5101	2240	DUPLICATING SERVICE CHG	16,609	23,000	18,590	21,500
101-50-5101	2250	TRAINING EXPENSE	2,278	2,000	2,000	2,000
101-50-5101	2490	ACTIVE NET PROCESSING FEES	10,024	53,000	22,089	30,000
OPERATING EXPENDITURES:			153,477	215,165	165,397	172,665
GENERAL FUND - RECREATION ADMIN TOTAL:			1,434,973	1,757,609	1,564,965	1,787,605

RECREATION - GENERAL PROGRAMS

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
<u>COMMUNITY SERVICES MARKETING:</u>						
101-50-5102	2080	CONTRACT SVC/NON-CLASS	20,712	29,200	20,500	29,200
GENERAL FUND - COMM. SVC/MARKETING TOTAL:			20,712	29,200	20,500	29,200
<u>SPROUL MUSEUM/HARGITT HOUSE:</u>						
101-50-5103	2100	UTILITIES	4,272	4,700	5,640	5,800
101-50-5103	2170	SPECIAL MAT'LS-SUPPLIES	1,111	1,500	1,500	1,500
101-50-5103	2230	PROGRAMS & ACTIVITIES	1,047	2,000	2,000	2,000
GENERAL FUND - SPROUL MUSEUM/HARGITT HOUSE TOTAL:			6,430	8,200	9,140	9,300
<u>SUMMER YOUTH EMPLOYMENT:</u>						
101-50-5106	1030	PART TIME WAGES	79,351	94,296	94,296	97,884
101-50-5106	1080	MEDICARE	1,151	1,106	1,367	1,419
101-50-5106	2080	CONTRACT SVC/NON-CLASS	3,317	4,000	4,000	4,000
101-50-5106	2230	PROGRAMS & ACTIVITIES	3,954	5,000	5,000	5,000
GENERAL FUND - SUMMER YOUTH EMPLOYMENT TOTAL:			87,773	104,402	104,663	108,303

RECREATION - GENERAL PROGRAMS

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
<u>GENERAL RECREATION PROGRAMS:</u>						
101-50-5204	2080	CONTRACT SVC/NON-CLASS	(241)	1,850	1,850	2,550
101-50-5204	2170	SPECIAL MAT'LS-SUPPLIES	1,774	2,000	2,000	2,000
101-50-5204	2230	PROGRAMS & ACTIVITIES	27,874	28,800	28,800	29,900
GENERAL FUND - GENERAL RECREATION PROGRAM TOTAL:			29,406	32,650	32,650	34,450
<u>THERAPEUTIC RECREATION:</u>						
101-50-5206	2080	CONTRACT SVC/NON-CLASS	1,549	1,900	1,900	1,900
101-50-5206	2170	SPECIAL MAT'LS-SUPPLIES	164	-	-	-
101-50-5206	2230	PROGRAMS & ACTIVITIES	10,369	9,000	9,000	10,020
GENERAL FUND - THERAPEUTIC RECREATION TOTAL:			12,082	10,900	10,900	11,920

RECREATION - GENERAL PROGRAMS

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
		<u>CONTRACT CLASSES:</u>				
101-50-5210	2080	CONTRACT SVC/NON-CLASS	44,816	51,500	51,500	51,500
		GENERAL FUND - CONTRACT CLASSES TOTAL:	44,816	51,500	51,500	51,500
		GENERAL FUND - RECREATION SERVICES TOTAL:	1,636,191	1,994,461	1,794,318	2,032,278
		RECREATION SERVICE TOTAL (ALL FUNDS):	1,636,191	1,994,461	1,794,318	2,032,278

ALL CITY BAND

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-50-5202	1035	CONTRACT EMPLOYEES	32,637	37,000	37,000	37,000
101-50-5202	1080	MEDICARE	473	537	537	537
PERSONNEL EXPENDITURES:			33,110	37,537	37,537	37,537
101-50-5202	2230	PROGRAMS & ACTIVITIES	9,754	14,000	14,000	14,000
101-50-5202	3990	GENERAL FUND TXF (IN LIEU OF FIREWORKS)	2,000	2,000	2,000	2,000
OPERATING EXPENDITURES:			11,754	16,000	16,000	16,000
GENERAL FUND - ALL CITY BAND TOTAL:			44,864	53,537	53,537	53,537

AQUATICS
ACTIVITY DETAIL

Account Number	Description	Cost
2082	<u>Contract Services - Non - Classified - Facilities:</u> Pool chemicals Pool preventative maintenance Alarm service monitoring Tile cleaning and sealing Miscellaneous repairs HVAC	18,000 10,000 7,160 5,600 1,920 120
2170	<u>Special Materials & Supplies:</u> Care and maintenance supplies for the pool	14,500
2230	<u>Programs & Activities:</u> Swim Classes and Special Events.	10,700
2231	<u>Vandalism Repairs:</u> Vandalism repairs	2,000

Budget Program: Aquatics, 5203

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
					Pool Manager	1,820	1,820	1	41,305	42,554
					Senior Lifeguard	2,026	2,026	3	31,928	32,888
					Instructor Guard	6,472	6,472	15	91,695	94,393
					Lifeguard	3,386	3,386	10	43,241	44,537
					Recreation Leader II	3,041	3,041	10	40,821	42,051
TOTAL	-	-	-	-	TOTAL	16,745	16,745	39	248,990	256,423

AQUATICS

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-50-5203	1030	PART TIME WAGES	248,265	248,990	270,636	256,423
101-50-5203	1080	MEDICARE	3,573	3,610	3,924	3,718
101-50-5203	1093	MEDICAL INS - PT EMPLOYEES	2,563	2,760	2,414	2,800
101-50-5203	1094	DENTAL INS - PT EMPLOYEES	1,396	1,396	1,392	1,400
101-50-5203	1096	UNEMPLOYMENT INSURANCE	1,303	1,491	3,244	1,491
101-50-5203	1999	ALLOCATED PAYROLL	(13,645)	-	(23,070)	-
PERSONNEL EXPENDITURES:			243,456	258,247	258,541	265,832
101-50-5203	2061	CUSTODIAL SUPPLIES	2,132	2,900	2,900	2,900
101-50-5203	2062	MTCE & REPAIR SUPPLIES	22,360	23,000	12,000	21,000
101-50-5203	2064	BUILDING TRADE SUPPLIES	1,804	4,800	4,800	4,800
101-50-5203	2080	CONTRACT SVC/NON-CLASS	38,978	5,000	3,000	5,000
101-50-5203	2082	CONTRACT SVC/PARKS	-	37,200	37,000	42,800
101-50-5203	2100	UTILITIES	67,659	80,100	83,840	88,600
101-50-5203	2140	OFFICE SUPPLIES	123	-	-	-
101-50-5203	2170	SPECIAL MAT'LS-SUPPLIES	9,206	14,500	14,500	14,500
101-50-5203	2190	TELEPHONE & FAX	3,049	3,200	3,100	3,100
101-50-5203	2230	PROGRAMS & ACTIVITIES	8,979	10,700	10,700	10,700
101-50-5203	2231	VANDALISM REPAIR	-	-	-	2,000
OPERATING EXPENDITURES:			154,288	181,400	171,840	195,400
GENERAL FUND - AQUATICS TOTAL:			397,744	439,647	430,381	461,232

NORWALK ARTS & SPORTS COMPLEX

ACTIVITY DETAIL

Account Number	Description	Cost
2061	<u>Custodial Supplies:</u> Supplies for NASC, toilet paper, cleaning chemicals, mops, and brooms	\$ 20,500
2062	<u>Contract Services - Repairs:</u> AC repairs, concrete, electrical, plumbing, fencing, locks, appliances, weight equipment, flooring, and carpet cleaning:	25,400
	Glass repairs	1,000
	Appliance repairs	2,000
	Plumbing	1,500
	Lighting	1,400
	Electrical	2,000
	Weight equipment	10,000
	HVAC	7,500
2064	<u>Building Trade Supplies:</u> Building repair supplies, locks, nuts, bolts, light bulbs, electrical supplies, plumbing, and basketball gym repairs	13,000
2080	<u>Contract Services - Non-Classified:</u> NASC Membership Trainer Classes	32,310

NORWALK ARTS & SPORTS COMPLEX

ACTIVITY DETAIL

Account Number	Description	Cost
2082	<u>Contract Services - Non Classified - Facilities:</u> Tile cleaning and sealing - NASC, Sproul, CAC, CMC HVAC Alarm service monitoring Elevator maintenance Window cleaning Pest control - NASC and Cultural Arts Center Lobby cool roof cleaning Weight equipment maintenance Auto scrubber maintenance Fire system inspections Recharging fire extinguishers	26,500 6,500 5,000 3,500 2,600 2,000 1,800 1,500 1,500 1,500 1,000
2170	<u>Special Materials & Supplies:</u> Sign holders, easels, microphone, coffee pots and art supplies for advertising and marketing	14,950
2230	<u>Programs & Activities:</u> Contract classes, room reservations, programs and activities in Sports Center, Meeting Center, and Art Center. Cultural Art Center supplies for their Art Classes, Art Gallery Shows, and Children activities	10,100

NORWALK ARTS & SPORTS COMPLEX
ACTIVITY DETAIL

Account Number	Description	Cost
3870	<u>Capital Outlay - Furniture & Fixture:</u> Tables Stove/Oven	14,800 16,500
744-3880	<u>Capital Outlay - Miscellaneous:</u> Ringside boxing ring Complete sound system	11,000 15,500

Budget Program: Norwalk Arts & Sports Complex, 5702

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
Recreation Supervisor	1.00	1.00	75,276	72,970	Recreation Leader III	1,820	1,820	1	41,305	42,554
Recreation Coordinator	2.00	2.00	122,620	116,610	Recreation Leader II	18,764	14,196	13	251,758	200,946
Office Assistant III	1.00	1.00	59,193	60,972	Boxing Trainer	2,080	2,080	2	35,643	36,721
					NASC Unit Subtotal	22,664	18,096	16	328,706	280,221
					Recreation Leader II	-	4,600	4	-	60,505
					Cultural Arts Center Subtotal	-	4,600	4	-	60,505
TOTAL	4.00	4.00	257,089	250,552	TOTAL	22,664	22,696	20	328,706	340,726

NORWALK ARTS & SPORTS COMPLEX

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-50-5702	1020	REG SALARIES & WAGES	248,233	258,164	245,640	250,552
101-50-5702	1030	PART TIME WAGES	293,947	328,706	313,698	280,221
101-50-5702	1048	MEDICAL OPT-OUT-GEN. UNIT	4,800	4,800	3,240	4,800
101-50-5702	1049	BILINGUAL/CERTIFICAT PAY	650	650	1,547	1,950
101-50-5702	1065	ACCRUED PAID VACATION	4,454	4,511	4,511	-
101-50-5702	1074	EMPLOYEE AWARDS	500	-	-	-
101-50-5702	1080	MEDICARE	7,867	8,615	8,245	7,813
101-50-5702	1082	PERS - EMPLOYEES' PORTION	19,911	20,569	19,775	13,798
101-50-5702	1083	PERS - EMPLOYER PORTION	44,463	48,357	46,493	51,283
101-50-5702	1085	LIFE INSURANCE	657	998	737	701
101-50-5702	1088	LONG-TERM DISABILITY INSURANCE	2,526	2,596	2,511	2,531
101-50-5702	1090	MEDICAL INS - FT EMPLOYEES	21,780	22,247	28,209	35,432
101-50-5702	1091	DENTAL INS - FT EMPLOYEES	2,098	2,183	3,338	4,542
101-50-5702	1092	VISION INS - FT EMPLOYEES	505	570	659	798
101-50-5702	1093	MEDICAL INS - PT EMPLOYEES	6,044	8,280	8,952	11,200
101-50-5702	1094	DENTAL INS - PT EMPLOYEES	6,050	6,981	6,524	7,800
101-50-5702	1096	UNEMPLOYMENT INSURANCE	-	411	2,311	155
101-50-5702	1097	WORKER'S COMPENSATION	5,988	5,686	5,688	5,016
PERSONNEL EXPENDITURES:			670,472	724,324	702,079	678,592

NORWALK ARTS & SPORTS COMPLEX

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-50-5702	2061	CUSTODIAL SUPPLIES	20,996	20,500	20,000	20,500
101-50-5702	2062	MTCE & REPAIR SUPPLIES	52,105	47,800	47,800	25,400
101-50-5702	2064	BUILDING TRADE SUPPLIES	18,216	13,000	12,000	13,000
101-50-5702	2080	CONTRACT SVC/NON-CLASS	40,536	30,140	20,786	32,310
101-50-5702	2082	CONTRACT SVC/PARKS	-	24,050	34,625	53,400
101-50-5702	2100	UTILITIES	143,039	144,800	137,840	147,000
101-50-5702	2140	OFFICE SUPPLIES	9,314	4,000	4,354	4,000
101-50-5702	2170	SPECIAL MAT'LS-SUPPLIES	11,875	13,600	14,469	14,950
101-50-5702	2190	TELEPHONE & FAX	2,492	2,300	2,200	2,200
101-50-5702	2230	PROGRAMS & ACTIVITIES	3,952	10,100	8,000	10,100
101-50-5702	2231	VANDALISM REPAIR	-	-	-	1,500
OPERATING EXPENDITURES:			302,525	310,290	302,074	324,360
101-50-5702	3870	C/O-FURNITURE & FIXTURE	-	-	-	31,300
CAPITAL OUTLAY EXPENDITURES:			-	-	-	31,300

NORWALK ARTS & SPORTS COMPLEX

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
<u>BOXING PROGRAM:</u>						
101-50-5207	2170	SPECIAL MAT'LS-SUPPLIES	751	1,500	2,155	1,500
101-50-5207	2230	PROGRAMS & ACTIVITIES	108	-	708	1,500
GENERAL FUND - BOXING PROGRAM TOTAL:			859	1,500	2,863	3,000
<u>CULTURAL ARTS:</u>						
101-50-5732	1030	PART TIME WAGES	-	-	-	60,505
101-50-5732	1080	MEDICARE	-	-	-	877
PERSONNEL EXPENDITURES:			-	-	-	61,382

NORWALK ARTS & SPORTS COMPLEX

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-50-5732	2080	CONTRACT SVC/NON-CLASS	2,535	1,000	300	3,000
101-50-5732	2082	CULTURAL ARTS MAINTENANCE	-	2,800	2,800	2,500
101-50-5732	2100	UTILITIES	3,601	3,600	3,710	3,800
101-50-5732	2140	OFFICE SUPPLIES	1,239	1,300	2,100	2,400
101-50-5732	2170	SPECIAL MAT'LS-SUPPLIES	4,131	4,700	4,700	4,700
101-50-5732	2190	TELEPHONE & FAX	623	600	600	600
101-50-5732	2230	PROGRAMS & ACTIVITIES	10,398	10,900	10,900	10,900
OPERATING EXPENDITURES:			22,527	24,900	25,110	27,900
GENERAL FUND - CULTURAL ARTS TOTAL:			22,527	24,900	25,110	89,282
GENERAL FUND - NORWALK ARTS & SPORTS COMPLEX TOTAL:			996,383	1,061,014	1,032,125	1,126,534
744-50-5702	3880	C/O-MISCELLANEOUS	20,063	-	1,064	26,500
NASC REPLACEMENT & REPAIR FUND TRANSFER SUBTOTAL:			20,063	-	1,064	26,500

NORWALK ARTS & SPORTS COMPLEX

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
745-50-5702	3860	C/O-OFFICE EQUIPMENT	-	10,000	-	-
		EQUIPMENT REPLACEMENT FUND - NORWALK ARTS & SPORTS COMPLEX TOTAL:	-	10,000	-	-
		NORWALK ARTS & SPORTS COMPLEX TOTAL (ALL FUNDS):	1,016,445	1,071,014	1,033,189	1,153,034

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**RECAP
ALL SPECIAL PROGRAMS**

FULL TIME POSITIONS		
Position Title	Hours	FY 14-15 Budget
Recreation Supervisor	-	-
Recreation Coordinator	-	-
Maint Supervisor-PR	-	-
Maint Supervisor-PS	-	-
Maint Worker III-PR	-	-
Maint Worker III-PS	-	-
Maint Worker II - Parks	-	-
Maint Worker II-Publ Svc	-	-
Traffic Signal Tech II	-	-
Traffic Signal Tech I	-	-
TOTAL	0	-

PART TIME POSITIONS					
Position Title	FY 13-14 Adopted Hours	FY 13-14 Budgeted Wages	FY 14-15 Positions	FY 14-15 Adopted Hours	FY 14-15 Budgeted Wages
Recreation Leader II	11,769	149,668	39	13,003	170,994
TOTAL	11,769	149,668	39	13,003	170,994

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	FY 13-14 ACTUAL thru 4/15/14	FY 13-14 ESTIMATED ACTUAL	FY 14-15 ADOPTED BUDGET
	1030	PART TIME WAGES	115,095	153,664	96,554	140,149	170,994
	1080	MEDICARE	1,651	2,140	1,398	1,980	2,479
	1093	MEDICAL-PT	1,621	-	258	293	50
		PERSONNEL EXPENDITURES:	118,367	155,804	98,210	142,422	173,524
	2080	CONTRACT SVC/NON-CLASS	27,869	29,854	21,544	28,379	29,900
	2170	SPECIAL MAT'LS-SUPPLIES	2,946	4,700	1,478	2,078	4,700
	2230	PROGRAMS & ACTIVITIES	44,410	44,338	27,134	39,260	44,770
		OPERATING EXPENDITURES:	75,225	78,892	50,156	69,717	79,370
		RECAP	193,592	234,696	148,366	212,139	252,894
101-50-0000		REVENUES GENERATED BY ALL SPECIAL PROGRAMS	134,999	126,200	99,019	125,400	128,700
		NET PROGRAM (COST)/REVENUES	(58,593)	(108,496)	(49,347)	(86,739)	(124,194)

RECREATION BUDGET: SPECIAL PROGRAMS RECAP		5402	5502	5504	5505
ACCOUNT	DESCRIPTION	ADULT SPORTS	YOUTH SPORTS	DAY CAMP	TOT PROGRAMS
1030	PART TIME WAGES	17,990	44,816	28,168	35,059
1080	MEDICARE	261	650	408	508
1093	MEDICAL-PT	-	-	-	-
PERSONNEL EXPENDITURES:		18,251	45,466	28,577	35,567
2080	CONTRACT SVC/NON-CLASS	2,000	-	7,600	500
2170	SPECIAL MAT'LS-SUPPLIES	2,500	-	1,600	-
2230	PROGRAMS & ACTIVITIES	4,000	27,100	3,740	3,000
OPERATING EXPENDITURES:		8,500	27,100	12,940	3,500
TOTAL SPECIAL PROGRAMS EXPENSES:		26,751	72,566	41,517	39,067
PROGRAM REVENUES:		12,000	59,000	28,000	24,700
NET PROGRAM (COST) / REVENUE:		(14,751)	(13,566)	(13,517)	(14,367)

RECREATION BUDGET: SPECIAL PROGRAMS RECAP		5506	5508	5509	
ACCOUNT	DESCRIPTION	TEEN ALLIANCE	YOUTH MARIACHI	SUMMER LUNCHESES	TOTAL SPECIAL PROGRAMS
1030	PART TIME WAGES	37,939	5,444	1,578	\$ 170,994
1080	MEDICARE	550	79	23	2,479
1093	MEDICAL-PT	50	-	-	50
PERSONNEL EXPENDITURES:		38,539	5,523	1,601	173,524
2080	CONTRACT SVC/NON-CLASS	5,200	14,600	-	29,900
2170	SPECIAL MAT'LS-SUPPLIES	600	-	-	4,700
2230	PROGRAMS & ACTIVITIES	5,050	1,500	380	44,770
OPERATING EXPENDITURES:		10,850	16,100	380	79,370
TOTAL SPECIAL PROGRAMS EXPENSES:		49,389	21,623	1,981	\$ 252,894
PROGRAM REVENUES:		-	5,000	-	\$ 128,700
NET PROGRAM (COST) / REVENUE:		(49,389)	(16,623)	(1,981)	(124,194)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**ADULT SPORTS PROGRAMS
101-50-5402**

FULL TIME POSITIONS		
Position Title	Hours	FY 14-15 Budget
	0	-
TOTAL	0	-

PART TIME POSITIONS					
Position Title	FY 13-14 Adopted Hours	FY 13-14 Budgeted Wages	FY 14-15 Positions	FY 14-15 Adopted Hours	FY 14-15 Budgeted Wages
Recreation Leader II	1,368	17,466	9	1,368	17,990
TOTAL	1,368	17,466	9	1,368	17,990

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	FY 13-14 ACTUAL thru 4/15/14	FY 13-14 ESTIMATED ACTUAL	FY 14-15 ADOPTED BUDGET
101-50-5402	1030	PART TIME WAGES	5,158	17,466	3,838	5,105	17,990
101-50-5402	1080	MEDICARE	71	253	56	74	261
101-50-5402	1093	MEDICAL-PT	354	-	-	-	-
PERSONNEL EXPENDITURES:			5,583	17,719	3,894	5,179	18,250
101-50-5402	2080	CONTRACT SVC/NON-CLASS	-	2,000	770	814	2,000
101-50-5402	2170	SPECIAL MAT'LS-SUPPLIES	814	2,500	-	-	2,500
101-50-5402	2230	PROGRAMS & ACTIVITIES	3,558	3,948	1,101	3,558	4,000
OPERATING EXPENDITURES:			4,372	8,448	1,871	4,372	8,500
ADULT SPORTS PROGRAMS			9,955	26,167	5,765	9,550	26,751
101-50-0000	4553	REVENUES GENERATED BY THE PROGRAM	11,111	8,000	7,592	9,000	12,000
NET PROGRAM (COST)/REVENUES			1,156	(18,167)	1,827	(550)	(14,751)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**YOUTH SPORTS PROGRAMS
101-50-5502**

FULL TIME POSITIONS		
Position Title	Hours	FY 14-15 Budget
	0	-
TOTAL	0	-

PART TIME POSITIONS					
Position Title	FY 13-14 Adopted Hours	FY 13-14 Budgeted Wages	FY 14-15 Positions	FY 14-15 Adopted Hours	FY 14-15 Budgeted Wages
Recreation Leader II	3,152	40,244	10	3,408	44,816
TOTAL	3,152	40,244	10	3,408	44,816

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	FY 13-14 ACTUAL thru 4/15/14	FY 13-14 ESTIMATED ACTUAL	FY 14-15 ADOPTED BUDGET
101-50-5502	1030	PART TIME WAGES	34,185	40,244	30,971	41,191	44,816
101-50-5502	1080	MEDICARE	483	584	447	597	650
101-50-5502	1093	MEDICAL PT	1,165	-	213	213	-
PERSONNEL EXPENDITURES:			35,834	40,828	31,631	42,002	45,467
101-50-5502	2230	PROGRAMS & ACTIVITIES	23,844	27,100	17,898	23,844	27,100
OPERATING EXPENDITURES:			23,844	27,100	17,898	23,844	27,100
YOUTH SPORTS PROGRAMS			59,677	67,928	49,529	65,845	72,566
101-50-0000	4565	REVENUES GENERATED BY THE PROGRAM	57,410	59,000	45,140	59,000	59,000
NET PROGRAM (COST)/REVENUES			(2,267)	(8,928)	(4,389)	(6,845)	(13,566)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**DAY CAMP
101-50-5504**

FULL TIME POSITIONS		
Position Title	Hours	FY 14-15 Budget
	0	-
TOTAL	0	-

PART TIME POSITIONS					
Position Title	FY 13-14 Adopted Hours	FY 13-14 Budgeted Wages	FY 14-15 Positions	FY 14-15 Adopted Hours	FY 14-15 Budgeted Wages
Recreation Leader II	1,825	23,301	6	2,142	28,168
TOTAL	1,825	23,301	6	2,142	28,168

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	FY 13-14 ACTUAL thru 4/15/14	FY 13-14 ESTIMATED ACTUAL	FY 14-15 ADOPTED BUDGET
101-50-5504	1030	PART TIME WAGES	19,112	23,301	19,572	26,031	28,168
101-50-5504	1080	MEDICARE	277	302	284	377	408
PERSONNEL EXPENDITURES:			19,389	23,603	19,856	26,408	28,577
101-50-5504	2080	CONTRACT SVC/NON-CLASS	7,311	7,600	7,220	7,311	7,600
101-50-5504	2170	SPECIAL MAT'LS-SUPPLIES	1,476	1,600	1,478	1,478	1,600
101-50-5504	2230	PROGRAMS & ACTIVITIES	1,938	3,740	2,239	2,300	3,740
OPERATING EXPENDITURES:			10,725	12,940	10,937	11,089	12,940
DAY CAMP			30,114	36,543	30,793	37,497	41,517
101-50-0000	4555	REVENUES GENERATED BY THE PROGRAM	30,898	29,500	24,864	27,700	28,000
NET PROGRAM (COST)/REVENUES			784	(7,043)	(5,929)	(9,797)	(13,517)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**TOT PROGRAMS
101-50-5505**

FULL TIME POSITIONS		
Position Title	Hours	FY 14-15 Budget
	0	-
TOTAL	0	-

PART TIME POSITIONS					
Position Title	FY 13-14 Adopted Hours	FY 13-14 Budgeted Wages	FY 14-15 Positions	FY 14-15 Adopted Hours	FY 14-15 Budgeted Wages
Recreation Leader II	2,361	29,573	5	2,666	35,059
TOTAL	2,361	29,573	5	2,666	35,059

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	FY 13-14 ACTUAL thru 4/15/14	FY 13-14 ESTIMATED ACTUAL	FY 14-15 ADOPTED BUDGET
101-50-5505	1030	PART TIME WAGES	30,124	33,541	22,428	29,829	35,059
101-50-5505	1080	MEDICARE	436	486	325	433	508
101-50-5505	1093	MEDICAL PT	61	-	32	40	-
PERSONNEL EXPENDITURES:			30,621	34,027	22,785	30,302	35,567
101-50-5505	2080	CONTRACT SVC/NON-CLASS	649	500	-	500	500
101-50-5505	2170	SPECIAL MAT'LS-SUPPLIES	77	-	-	-	-
101-50-5505	2230	PROGRAMS & ACTIVITIES	2,610	2,620	2,005	2,620	3,000
OPERATING EXPENDITURES:			3,336	3,120	2,005	3,120	3,500
TOT PROGRAMS			33,956	37,147	24,790	33,422	39,067
101-50-0000	4557	REVENUES GENERATED BY THE PROGRAM	29,952	24,700	17,659	24,700	24,700
NET PROGRAM (COST)/REVENUES			(4,004)	(12,447)	(7,131)	(8,722)	(14,367)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**TEEN ALLIANCE PROGRAM
101-50-5506**

FULL TIME POSITIONS		
Position Title	Hours	FY 14-15 Budget
	0	-
TOTAL	0	-

PART TIME POSITIONS					
Position Title	FY 13-14 Adopted Hours	FY 13-14 Budgeted Wages	FY 14-15 Positions	FY 14-15 Adopted Hours	FY 14-15 Budgeted Wages
Recreation Leader II	2,729	34,847	5	2,885	37,939
TOTAL	2,729	34,847	5	2,885	37,939

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	FY 13-14 ACTUAL thru 4/15/14	FY 13-14 ESTIMATED ACTUAL	FY 14-15 ADOPTED BUDGET
101-50-5506	1030	PART TIME WAGES	24,064	34,847	18,474	34,847	37,939
101-50-5506	1080	MEDICARE	349	453	268	453	550
101-50-5506	1093	MEDICAL PT	13	-	13	40	50
PERSONNEL EXPENDITURES:			24,426	35,300	18,755	35,340	38,539
101-50-5506	2080	CONTRACT SVC/NON-CLASS	5,309	5,170	2,134	5,170	5,200
101-50-5506	2170	SPECIAL MAT'LS-SUPPLIES	578	600	-	600	600
101-50-5506	2230	PROGRAMS & ACTIVITIES	10,607	5,050	3,611	5,050	5,050
OPERATING EXPENDITURES:			16,494	10,820	5,745	10,820	10,850
TEEN ALLIANCE PROGRAM			40,920	46,120	24,500	46,160	49,389
101-50-0000	REVENUES GENERATED BY THE PROGRAM		-	-	-	-	-
NET PROGRAM (COST)/REVENUES			(40,920)	(46,120)	(24,500)	(46,160)	(49,389)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**YOUTH MARIACHI PROGRAM
101-50-5508**

FULL TIME POSITIONS		
Position Title	Hours	FY 14-15 Budget
	0	-
TOTAL	0	-

PART TIME POSITIONS					
Position Title	FY 13-14 Adopted Hours	FY 13-14 Budgeted Wages	FY 14-15 Positions	FY 14-15 Adopted Hours	FY 14-15 Budgeted Wages
Recreation Leader II	220	2,809	2	414	5,444
TOTAL	220	2,809	2	414	5,444

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	FY 13-14 ACTUAL thru 4/15/14	FY 13-14 ESTIMATED ACTUAL	FY 14-15 ADOPTED BUDGET
101-50-5508	1030	PART TIME WAGES	2,451	2,809	1,271	1,690	5,444
101-50-5508	1080	MEDICARE	35	41	18	25	79
101-50-5508	1093	MEDICAL PT	29	-	-	-	-
PERSONNEL EXPENDITURES:			2,515	2,850	1,289	1,715	5,523
101-50-5508	2080	CONTRACT SVC/NON-CLASS	14,600	14,584	11,420	14,584	14,600
101-50-5508	2230	PROGRAMS & ACTIVITIES	1,467	1,500	280	1,500	1,500
OPERATING EXPENDITURES:			16,067	16,084	11,700	16,084	16,100
YOUTH MARIACHI PROGRAM			18,581	18,934	12,989	17,799	21,623
101-50-5508	4552	REVENUES GENERATED BY THE PROGRAM	5,628	5,000	3,764	5,000	5,000
NET PROGRAM (COST)/REVENUES			(12,953)	(13,934)	(9,225)	(12,799)	(16,623)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**SUMMER LUNCHES
101-50-5509**

FULL TIME POSITIONS		
Position Title	Hours	FY 14-15 Budget
	0	-
TOTAL	0	-

PART TIME POSITIONS					
Position Title	FY 13-14 Adopted Hours	FY 13-14 Budgeted Wages	FY 14-15 Positions	FY 14-15 Adopted Hours	FY 14-15 Budgeted Wages
Recreation Leader II	114	1,428	2	120	1,578
TOTAL	114	1,428	2	120	1,578

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	FY 13-14 ACTUAL thru 4/15/14	FY 13-14 ESTIMATED ACTUAL	FY 14-15 ADOPTED BUDGET
101-50-5509	1030	PART TIME WAGES	-	1,456	-	1,456	1,578
101-50-5509	1080	MEDICARE	-	21	-	21	23
		PERSONNEL EXPENDITURES:	-	1,477	-	1,477	1,601
101-50-5509	2230	PROGRAMS & ACTIVITIES	388	380	-	388	380
		OPERATING EXPENDITURES:	388	380	-	388	380
		SUMMER LUNCHES	388	1,857	-	1,865	1,981
101-50-0000		REVENUES GENERATED BY THE PROGRAM		-	-	-	-
		NET PROGRAM (COST)/REVENUES	(388)	(1,857)	-	(1,865)	(1,981)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**RECAP
ALL SPECIAL EVENTS**

FULL TIME POSITIONS			PART TIME POSITIONS					
Position Title	Hours	FY 14-15 Budget	Position Title	FY 13-14 Adopted Hours	FY 13-14 Budgeted Wages	FY 14-15 Positions	FY 14-15 Adopted Hours	FY 14-15 Budgeted Wages
Recreation Supervisor	175	-	Recreation Leader II	1,158	14,785	159	1,360	17,901
Recreation Coordinator	218	-	Public Safety Officer I	366	8,378	38	483	12,295
Maint Supervisor-PR	52	-	Parks Staff					
Maint Supervisor-PS	0	-	Public Services Staff					
Maint Worker III-PR	104	-						
Maint Worker III-PS	0	-						
Maint Worker II - Parks	237	-						
Maint Worker II-Publ Svc	0	-						
Traffic Signal Tech II	0	-						
Traffic Signal Tech I	0	-						
TOTAL	786	-	TOTAL	1,524	23,163	197	1,843	30,196

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	FY 13-14 ACTUAL thru 4/15/14	FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
	1030	PART TIME WAGES	18,990	21,436	19,411	21,446	30,196
	1040	OVERTIME SALARY & WAGES	9,575	12,400	12,389	12,389	16,583
	1080	MEDICARE	378	414	418	448	438
	1093	MEDICAL PT	743	-	653	653	50
	1094	DENTAL PT	18	-	5	5	-
		PERSONNEL EXPENDITURES:	29,703	34,250	32,876	34,941	47,267
	2065	CONTRA-SERV-SHERIFF DEPT	-	-	-	-	-
	2080	CONTRACT SVC/NON-CLASS	12,022	26,500	25,167	25,167	36,000
	2230	PROGRAMS & ACTIVITIES	83,367	92,670	82,104	91,564	112,420
101-50-5613	xxxx	PROGRAMS & ACTIVITIES/VARIOUS CITY EVENTS	1,498	-	1,220	1,500	-
		OPERATING EXPENDITURES:	96,887	119,170	108,491	118,231	148,420
		RECAP	126,590	153,420	141,367	153,173	195,687
101-50-0000		REVENUES GENERATED BY THE PROGRAM	12,453	12,500	12,679	12,679	-
		NET PROGRAM (COST)/REVENUES	(114,137)	(140,920)	(128,688)	(140,494)	(195,687)

RECREATION BUDGET: SPECIAL EVENTS RECAP		5602	5604	5605	5606	5607
ACCOUNT	DESCRIPTION	EASTER EGG HUNT	INDEPENDENCE DAY	SUMMER CONCERTS	HALLOWEEN PARADE	HALLOWEEN FESTIVAL
1030	PART TIME WAGES	2,096	2,579	2,494	5,727	5,085
1040	OVERTIME SALARY & WAGES				16,583	
1080	MEDICARE	30	37	36	83	74
1093	MEDICAL-PT	-	-	50	-	-
1094	DENTAL-PT	-	-	-	-	-
PERSONNEL EXPENDITURES:		2,126	2,617	2,581	22,393	5,159
2065	CONTRA-SERV-SHERIFF DEPT	-	-	-	-	-
2080	CONTRACT SVC/NON-CLASS	-	14,000	22,000	-	-
2170	SPECIAL MAT'LS-SUPPLIES	-	-	-	-	-
2230	PROGRAMS & ACTIVITIES	10,000	12,700	5,500	13,000	26,730
OPERATING EXPENDITURES:		10,000	26,700	27,500	13,000	26,730
TOTAL	SPECIAL PROGRAMS EXPENSES:	12,126	29,317	30,081	35,393	31,889
PROGRAM REVENUES:		-	-	-	-	-
NET PROGRAM (COST) / REVENUE:		(12,126)	(29,317)	(30,081)	(35,393)	(31,889)

RECREATION BUDGET: SPECIAL EVENTS RECAP		5608	5612	5609	5614	
ACCOUNT	DESCRIPTION	SNOWFEST			TOTAL EVENTS	
		SANTA SLEIGH	SANTA SLEIGH-BREAKFAST	TREE LIGHTING		
1030	PART TIME WAGES	6,186	174	2,978	2,876	\$ 30,196
1040	OVERTIME SALARY & WAGES					16,583
1080	MEDICARE	90	3	43	42	438
1093	MEDICAL-PT	-	-	-	-	50
1094	DENTAL-PT	-	-	-	-	-
PERSONNEL EXPENDITURES:		6,276	177	3,021	2,918	47,267
2065	CONTRA-SERV-SHERIFF DEPT	-	-	-	-	-
2080	CONTRACT SVC/NON-CLASS	-	-	-	-	36,000
2170	SPECIAL MAT'LS-SUPPLIES	-	-	-	-	-
2230	PROGRAMS & ACTIVITIES	10,140	350	23,000	11,000	112,420
OPERATING EXPENDITURES:		10,140	350	23,000	11,000	148,420
TOTAL SPECIAL PROGRAMS EXPENSES:		16,416	527	26,021	13,918	\$ 195,687
PROGRAM REVENUES:		-	-	-	-	\$ -
NET PROGRAM (COST) / REVENUE:		(16,416)	(527)	(26,021)	(13,918)	\$ (195,687)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**EASTER EGG HUNT
101-50-5602**

FULL TIME POSITIONS		
Position Title	Hours	FY 14-15 Budget
Recreation Supervisor	27	-
Recreation Coordinator	36	-
Maint Supervisor	10	-
Maint Worker III	10	-
Maint Worker II	30	-
TOTAL	113	-

PART TIME POSITIONS					
Position Title	FY 13-14 Adopted Hours	FY 13-14 Budgeted Wages	FY 14-15 Positions	FY 14-15 Adopted Hours	FY 14-15 Budgeted Wages
Public Safety Officer I	10	247	2	10	255
Recreation Leader II	140	1,788	16	140	1,841
TOTAL	150	2,035	18	150	2,096

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	FY 13-14 ACTUAL thru 4/15/14	FY 13-14 ESTIMATED ACTUAL	FY 14-15 ADOPTED BUDGET
101-50-5602	1030	PART TIME WAGES	1,621	2,035	-	2,035	2,096
101-50-5602	1080	MEDICARE	23	30	-	30	30
101-50-5602	1093	MEDICAL PT	66	-	-	-	-
101-50-5602	1094	DENTAL INS - PT EMPL	-	-	-	-	-
PERSONNEL EXPENDITURES:			1,711	2,065	-	2,065	2,126
101-50-5602	2230	PROGRAMS & ACTIVITIES	10,001	9,000	3,602	9,000	10,000
OPERATING EXPENDITURES:			10,001	9,000	3,602	9,000	10,000
EASTER EGG HUNT			11,712	11,065	3,602	11,065	12,126
101-50-0000	REVENUES GENERATED BY THE PROGRAM		-	-	-	-	-
NET PROGRAM (COST)/REVENUES			(11,712)	(11,065)	(3,602)	(11,065)	(12,126)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**INDEPENDENCE DAY
101-50-5604**

FULL TIME POSITIONS		
Position Title	Hours	FY 14-15 Budget
Recreation Supervisor	18	-
Recreation Coordinator	18	-
Maint Supervisor	20	-
Maint Worker III	20	-
Maint Worker II	60	-
TOTAL	136	-

PART TIME POSITIONS					
Position Title	FY 13-14 Adopted Hours	FY 13-14 Budgeted Wages	FY 14-15 Positions	FY 14-15 Adopted Hours	FY 14-15 Budgeted Wages
Public Safety Officer I	51	1,260	10	60	1,527
Recreation Leader II	60	766	6	80	1,052
TOTAL	111	2,026	16	140	2,579

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	FY 13-14 ACTUAL thru 4/15/14	FY 13-14 ESTIMATED ACTUAL	FY 14-15 ADOPTED BUDGET
101-50-5604	1030	PART TIME WAGES	735	2,026	2,141	2,141	2,579
101-50-5604	1080	MEDICARE	10	29	30	30	37
101-50-5604	1093	MEDICAL PT	42	-	114	114	-
101-50-5604	1094	DENTAL INS - PT EMPL	2	-	3	3	-
PERSONNEL EXPENDITURES:			789	2,055	2,289	2,289	2,616
101-50-5604	2080	CONTRACT SVC/NON-CLASS	2,298	14,000	13,000	13,000	14,000
101-50-5604	2230	PROGRAMS & ACTIVITIES	12,739	12,500	8,438	12,500	12,700
OPERATING EXPENDITURES:			15,037	26,500	21,438	25,500	26,700
INDEPENDENCE DAY			15,826	28,555	23,727	27,789	29,317
101-50-0000	REVENUES GENERATED BY THE PROGRAM		-	-	-	-	-
NET PROGRAM (COST)/REVENUES			(15,826)	(28,555)	(23,727)	(27,789)	(29,317)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**SUMMER CONCERTS
101-50-5605**

FULL TIME POSITIONS		
Position Title	Hours	FY 14-15 Budget
Recreation Supervisor	16	-
Maint Worker III	30	-
Maint Worker II	30	-
TOTAL	76	-

PART TIME POSITIONS					
Position Title	FY 13-14 Adopted Hours	FY 13-14 Budgeted Wages	FY 14-15 Positions	FY 14-15 Adopted Hours	FY 14-15 Budgeted Wages
Public Safety Officer I	18	445	2	36	916
Recreation Leader II	40	511	8	120	1,578
TOTAL	58	956	10	156	2,494

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	FY 13-14 ACTUAL thru 4/15/14	FY 13-14 ESTIMATED ACTUAL	FY 14-15 ADOPTED BUDGET
101-50-5605	1030	PART TIME WAGES	982	955	1,214	1,214	2,494
101-50-5605	1080	MEDICARE	14	14	17	17	36
101-50-5605	1093	MEDICAL PT	42	-	26	26	50
101-50-5605	1094	DENTAL PT	-	-	-	-	-
PERSONNEL EXPENDITURES:			1,038	969	1,257	1,257	2,581
101-50-5605	2080	CONTRACT SVC/NON-CLASS	9,724	12,500	12,104	12,104	22,000
101-50-5605	2230	PROGRAMS & ACTIVITIES	367	2,000	1,131	1,131	5,500
OPERATING EXPENDITURES:			10,091	14,500	13,235	13,235	27,500
SUMMER CONCERTS			11,129	15,469	14,492	14,492	30,081
101-50-0000	REVENUES GENERATED BY THE PROGRAM		-	-	-	-	-
NET PROGRAM (COST)/REVENUES			(11,129)	(15,469)	(14,492)	(14,492)	(30,081)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**HALLOWEEN PARADE
101-50-5606**

FULL TIME POSITIONS		
Position Title	Hours	FY 14-15 Budget
Recreation Supervisor	0	-
Recreation Coordinator	0	-
Maint Supervisor	0	-
Maint Worker III	0	-
Maint Worker II	0	-
TOTAL	0	-

PART TIME POSITIONS					
Position Title	FY 13-14 Adopted Hours	FY 13-14 Budgeted Wages	FY 14-15 Positions	FY 14-15 Adopted Hours	FY 14-15 Budgeted Wages
Public Safety Officer I	0	-	8	70	1,782
Recreation Leader II	398	5,081	34	300	3,945
TOTAL	398	5,081	42	370	5,727

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	FY 13-14 ACTUAL thru 4/15/14	FY 13-14 ESTIMATED ACTUAL	FY 14-15 ADOPTED BUDGET
101-50-5606	1030	PART TIME WAGES	4,147	5,081	5,033	5,033	5,727
101-50-5606	1040	OVERTIME SALARY & WAGES	9,575	12,400	12,389	12,389	16,583
101-50-5606	1080	MEDICARE	167	177	216	216	83
101-50-5606	1093	MEDICAL PT	249	-	311	311	-
101-50-5606	1094	DENTAL PT	-	-	-	-	-
PERSONNEL EXPENDITURES:			14,137	17,658	17,949	17,949	22,394
101-50-5606	2080	CONTRACT SVC/NON-CLASS	-	-	63	63	-
101-50-5606	2230	PROGRAMS & ACTIVITIES	7,670	13,000	11,591	11,591	13,000
OPERATING EXPENDITURES:			7,670	13,000	11,654	11,654	13,000
HALLOWEEN PARADE			21,807	30,658	29,603	29,603	35,393
101-50-0000	4569	REVENUES GENERATED BY THE PROGRAM	12,453	12,500	12,679	12,679	-
NET PROGRAM (COST)/REVENUES			(9,354)	(18,158)	(16,924)	(16,924)	(35,393)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**HALLOWEEN FESTIVAL
101-50-5607**

FULL TIME POSITIONS		
Position Title	Hours	FY 14-15 Budget
Recreation Supervisor	15	-
Recreation Coordinator	20	-
Maint Supervisor	9	-
Maint Worker III	18	-
Maint Worker II	36	-
TOTAL	98	-

PART TIME POSITIONS					
Position Title	FY 13-14 Adopted Hours	FY 13-14 Budgeted Wages	FY 14-15 Positions	FY 14-15 Adopted Hours	FY 14-15 Budgeted Wages
Public Safety Officer I	20	494	4	20	509
Recreation Leader II	348	4,443	29	348	4,576
TOTAL	368	4,937	33	368	5,085

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	FY 13-14 ACTUAL thru 4/15/14	FY 13-14 ESTIMATED ACTUAL	FY 14-15 ADOPTED BUDGET
101-50-5607	1030	PART TIME WAGES	3,995	4,937	3,837	3,837	5,085
101-50-5607	1080	MEDICARE	57	72	55	55	74
101-50-5607	1093	MEDICAL PT	110	-	-	-	-
PERSONNEL EXPENDITURES:			4,162	5,009	3,892	3,892	5,159
101-50-5607	2230	PROGRAMS & ACTIVITIES	23,735	26,730	25,616	25,616	26,730
OPERATING EXPENDITURES:			23,735	26,730	25,616	25,616	26,730
HALLOWEEN FESTIVAL			27,897	31,739	29,508	29,508	31,889
101-50-0000	REVENUES GENERATED BY THE PROGRAM		-	-	-	-	-
NET PROGRAM (COST)/REVENUES			(27,897)	(31,739)	(29,508)	(29,508)	(31,889)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**SANTA SLEIGH
101-50-5608**

FULL TIME POSITIONS		
Position Title	Hours	FY 14-15 Budget
Recreation Supervisor	28	-
Recreation Coordinator	48	-
TOTAL	76	-

PART TIME POSITIONS					
Position Title	FY 13-14 Adopted Hours	FY 13-14 Budgeted Wages	FY 14-15 Positions	FY 14-15 Adopted Hours	FY 13-14 Budgeted Wages
Public Safety Officer	243	5,339	6	243	6,186
TOTAL	243	5,339	6	243	6,186

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	FY 13-14 ACTUAL thru 4/15/14	FY 13-14 ESTIMATED ACTUAL	FY 14-15 ADOPTED BUDGET
101-50-5608	1030	PART TIME WAGES	4,808	3,613	4,694	4,694	6,186
101-50-5608	1080	MEDICARE	68	52	65	65	90
101-50-5608	1093	MEDICAL PT	139	-	37	37	-
101-50-5608	1094	DENTAL PT	13	-	3	3	-
PERSONNEL EXPENDITURES:			5,029	3,665	4,799	4,799	6,275
101-50-5608	2065	CONTRA-SERV-SHERIFF DEPT	-	-	-	-	-
101-50-5608	2230	PROGRAMS & ACTIVITIES	9,321	10,140	10,635	10,635	10,140
OPERATING EXPENDITURES:			9,321	10,140	10,635	10,635	10,140
SANTA SLEIGH			14,350	13,805	15,434	15,434	16,416
101-50-0000	REVENUES GENERATED BY THE PROGRAM		-	-	-	-	-
NET PROGRAM (COST)/REVENUES			(14,350)	(13,805)	(15,434)	(15,434)	(16,416)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**SANTA SLEIGH - BREAKFAST PROGRAM
101-50-5612**

FULL TIME POSITIONS		
Position Title	Hours	FY 14-15 Budget
Recreation Supervisor Recreation Coordinator		- -
TOTAL	0	-

PART TIME POSITIONS					
Position Title	FY 13-14 Adopted Hours	FY 13-14 Budgeted Wages	FY 14-15 Positions	FY 14-15 Adopted Hours	FY 14-15 Budgeted Wages
Public Safety Officer Recreation Leader II	- 12	- 153	- 22	- 12	- 174
TOTAL	12	153	22	12	174

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	FY 13-14 ACTUAL thru 4/15/14	FY 13-14 ESTIMATED ACTUAL	FY 14-15 ADOPTED BUDGET
101-50-5612	1030	PART TIME WAGES	255	153	-	-	174
101-50-5612	1080	MEDICARE	3	2	-	-	3
		PERSONNEL EXPENDITURES:	259	155	-	-	177
101-50-5612	2230	PROGRAMS & ACTIVITIES	293	300	28	28	350
		OPERATING EXPENDITURES:	293	300	28	28	350
		SANTA SLEIGH - BREAKFAST PROGRAM	551	455	28	28	527
101-50-0000		REVENUES GENERATED BY THE PROGRAM	-	-	-	-	-
		NET PROGRAM (COST)/REVENUES	(551)	(455)	(28)	(28)	(527)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**SNOWFEST / TREE LIGHTING
101-50-5609**

FULL TIME POSITIONS		
Position Title	Hours	FY 14-15 Budget
Recreation Supervisor	35	-
Recreation Coordinator	48	-
Maintenance Supv	13	-
Maint Worker III	26	-
Maint Worker II	57	-
TOTAL	179	-

PART TIME POSITIONS					
Position Title	FY 13-14 Adopted Hours	FY 13-14 Budgeted Wages	FY 14-15 Positions	FY 14-15 Adopted Hours	FY 14-15 Budgeted Wages
Public Safety Officer I	24	593	4	24	611
Recreation Leader II	160	2,043	22	180	2,367
TOTAL	184	2,636	26	204	2,978

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	FY 13-14 ACTUAL thru 4/15/14	FY 13-14 ESTIMATED ACTUAL	FY 14-15 ADOPTED BUDGET
101-50-5609	1030	PART TIME WAGES	2,448	2,636	2,491	2,491	2,978
101-50-5609	1080	MEDICARE	35	38	35	35	43
101-50-5609	1093	MEDICAL PT	95	-	164	164	-
101-50-5609	1094	DENTAL PT	2	-	-	-	-
PERSONNEL EXPENDITURES:			2,580	2,674	2,691	2,691	3,021
101-50-5609	2230	PROGRAMS & ACTIVITIES	19,241	19,000	21,063	21,063	23,000
OPERATING EXPENDITURES:			19,241	19,000	21,063	21,063	23,000
SNOWFEST / TREE LIGHTING			21,821	21,674	23,754	23,754	26,021
101-50-0000	REVENUES GENERATED BY THE PROGRAM		-	-	-	-	-
NET PROGRAM (COST)/REVENUES			(21,821)	(21,674)	(23,754)	(23,754)	(26,021)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**ARTASTIC
101-50-5614**

FULL TIME POSITIONS		
Position Title	Hours	FY 14-15 Budget
Recreation Supervisor	36	-
Recreation Coordinator	48	-
		-
		-
Maint Worker II	24	-
TOTAL	108	-

PART TIME POSITIONS					
Position Title	FY 13-14 Adopted Hours	FY 13-14 Budgeted Wages	FY 14-15 Positions	FY 14-15 Adopted Hours	FY 14-15 Budgeted Wages
Public Safety Officer I			2	20	509
Recreation Leader II			22	180	2,367
TOTAL	0	-	24	200	2,876

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	FY 13-14 ACTUAL thru 4/15/14	FY 13-14 ESTIMATED ACTUAL	FY 14-15 ADOPTED BUDGET
101-50-5614	1030	PART TIME WAGES	-	-	-	-	2,876
101-50-5614	1080	MEDICARE	-	-	-	-	42
101-50-5614	1093	MEDICAL PT	-	-	-	-	-
101-50-5614	1094	DENTAL PT	-	-	-	-	-
		PERSONNEL EXPENDITURES:	-	-	-	-	2,918
101-50-5614	2230	PROGRAMS & ACTIVITIES					11,000
		OPERATING EXPENDITURES:	-	-	-	-	11,000
		ARTASTIC	-	-	-	-	13,918
101-50-0000		REVENUES GENERATED BY THE PROGRAM	-	-	-	-	-
		NET PROGRAM (COST)/REVENUES	-	-	-	-	(13,918)

NORWALK GOLF COURSE

ACTIVITIES AND OBJECTIVES

Description of Activities

The Norwalk Golf Course provides 9-hole par 3 golf, warm-up driving range, and lessons to residents of Norwalk and the surrounding region. The facility is operational seven days weekly from 7:00 a.m. to 7:00 p.m. It is one of only several remaining par 3 golf courses in the area, and is a great facility for golfers of all skill levels.

Fiscal Year 2014-2015 Objectives

- Promote awareness of golf through citywide promotional efforts.
- Expand youth and teen access to golf through joint efforts with schools and youth groups.
- Increase the number of year-round tournament offerings.
- Maintain high level of course aesthetics.
- Increase participation levels focusing on Junior programming.

NORWALK GOLF COURSE
ACTIVITY DETAIL

Account Number	Description	Cost
2064	<u>Building Trade Supplies:</u> Building repair supplies, locks, nuts and bolts, tile, plumbing supplies, electrical supplies, vandalism repairs, paint, and lighting	\$ 6,000
2080	<u>Contract Services - Non-Classified:</u> Golf instructors, and satellite services	5,000
2082	<u>Contract Services - Non - Classified - Facilities:</u> Alarm service monitoring, AC services, trash service, repairs, and portable restrooms	5,500
2083	<u>Contract Services - Non - Classified - Parks</u> Tree trimming, pest control, and pond maintenance	17,100
2170	<u>Special Materials & Supplies:</u> Care and maintenance supplies for the golf and clubhouse, and tee mats	27,500
2230	<u>Programs and Activities:</u> Tournaments, Jr. Golf, rangeballs, and flags	15,000

Budget Program: Golf Course, 5703

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of P Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
Maintenance Worker III	1.00	0.00	59,682	-	Recreation Leader II	7,766	7,766	9	104,246	107,387
					Maintenance Assistant	1,120	1,040	1	14,303	13,680
TOTAL	1.00	0.00	59,682	0	TOTAL	8,886	8,806	10	118,549	121,067

GOLF COURSE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
703-50-5703	1020	SALARIES & WAGES	58,535	59,682	59,539	-
703-50-5703	1030	PART TIME WAGES	100,915	118,549	81,660	121,067
703-50-5703	1060	PAID SICK LEAVE	2,504	2,755	2,755	2,800
703-50-5703	1065	ACCRUED PAID VACATION	2,279	3,060	3,060	-
703-50-5703	1066	COMPENSATED ABSENCES	(2,754)	-	-	-
703-50-5703	1080	MEDICARE	1,439	2,669	2,132	1,797
703-50-5703	1082	PERS - EMPLOYEES' PORTION	4,692	4,775	4,763	-
703-50-5703	1083	PERS - EMPLOYER PORTION	10,477	11,226	15,360	-
703-50-5703	1085	LIFE INSURANCE	227	231	227	-
703-50-5703	1088	LONG-TERM DISABILITY INSURANCE	591	603	601	-
703-50-5703	1090	MEDICAL INS - FT EMPLOYEES	6,628	7,191	7,091	-
703-50-5703	1091	DENTAL INS - FT EMPLOYEES	1,396	1,453	1,392	-
703-50-5703	1092	VISION INS - FT EMPLOYEES	140	146	142	-
703-50-5703	1093	MEDICAL INS - PT EMPLOYEES	2,354	2,760	72	2,760
703-50-5703	1094	DENTAL INS - PT EMPLOYEES	1,513	1,396	-	-
703-50-5703	1096	UNEMPLOYMENT INSURANCE	-	95	-	-
703-50-5703	1097	WORKER'S COMPENSATION	1,392	1,320	1,320	-
703-50-5703	1098	OPEB-FUTURE RETIRES - FT	10,801	-	-	-
PERSONNEL EXPENDITURES:			203,127	217,911	180,114	128,424

GOLF COURSE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
703-50-5703	2064	BUILDING TRADE SUPPLIES	5,110	6,000	6,000	6,000
703-50-5703	2080	CONTRACT SVC/NON-CLASS	19,623	5,000	2,500	5,000
703-50-5703	2082	CONTRACT SVC/PARKS	-	5,500	2,800	5,500
703-50-5703	2083	CONTRACT SVC/PARKS	-	17,100	17,100	17,100
703-50-5703	2100	UTILITIES	64,030	70,900	74,620	78,100
703-50-5703	2170	SPECIAL MAT'LS-SUPPLIES	29,033	27,500	27,700	27,500
703-50-5703	2190	TELEPHONE & FAX	1,607	1,700	1,800	1,800
703-50-5703	2230	PROGRAMS & ACTIVITIES	10,290	15,000	10,000	15,000
703-50-5703	2490	BANK SERVICE CHARGES	1,810	3,000	1,500	1,500
OPERATING EXPENDITURES:			131,503	151,700	144,020	157,500
703-90-9101	4790	INTER-DEPT TXFR/GENERAL FUND	(191,395)	(229,611)	(184,134)	(145,924)
GOLF COURSE FUND TOTAL:			143,235	140,000	140,000	140,000
101-90-9703	3990	INTER-DEPT TXFR/GOLF	191,395	229,611	184,134	145,924
GENERAL FUND - GOLF COURSE TOTAL:			191,395	229,611	184,134	145,924
GOLF COURSE TOTAL (ALL FUNDS)			334,630	369,611	324,134	285,924

COMMUNITY DEVELOPMENT

Administration

ACTIVITIES AND OBJECTIVES

Description of Activities

The Community Development Administration oversees and manages the department's seven divisions: Building & Safety; Engineering; Code Compliance; Planning; Environmental Services; CDBG/HOME and Housing Authority. The Community Development Department oversees all future and current land use planning within the City, verifies the compliance of all development projects to state and local building and zoning codes, enforces property maintenance issues, manages the City's capital improvement projects, and directs the rehabilitation of the City's infrastructure system. Community Development also assists lower income families in rehabilitating their homes and securing decent and safe housing through federally funded assistance programs. The department also manages the City's economic development efforts to promote community revitalization, regional competitiveness, and economic opportunity for all segments of the community.

Fiscal Year 2014-2015 Objectives

- Adopt an Economic Development Strategy and continue supporting programs to strengthen existing businesses and attract new business development.
- Ensure that the Department, through its various Divisions, provides a high level of customer service while implementing the programs, standards and regulations adopted by City Council. To represent Norwalk in the community, region and State in matters pertaining to Community Development.
- Continue implementing the Records Retention program for the Community Development Department.
- Increase and improve technical education and training department-wide.
- Analyze economic and demographic trends on an ongoing basis that will support planning for economic stability.
- Create and maintain data layers as part of the City's Geographical Information System (GIS).

COMMUNITY DEVELOPMENT

Administration ACTIVITY DETAIL

Account Number	Description	Cost
2055	<u>Legal Advertising</u> Publishing of public notices as required by law	\$ 1,500
2080	<u>Contract Services - Classified</u> Economic Development Strategy implementation 30,000 Property Information Reports 2,400	32,400
2110	<u>Conferences & Meetings:</u> Registration and attendee for International Council of Shopping Centers (ICSC) conference 4,700 Cost split for participating in Gateway Cities booth 2,000	6,700
2111	<u>Memberships:</u> American Planning Association and City membership to International Council of Shopping Centers (ICSC)	500
2130	<u>Office Equipment Maintenance:</u> Computers, copiers, printers, scanner, and miscellaneous equipment	2,500
2140	<u>Office Supplies:</u> Special and general office supplies needed to maintain operation of department and divisions	13,000
2141	<u>Postage:</u> Mailing postage expenses	5,000
2170	<u>Special Materials & Supplies:</u> Supplies for Records Retention project, special projects/presentations, drafting/graphics supplies, plan reproduction, and other materials	5,000
2190	<u>Telephone & Fax:</u> Radios and cell phones	12,700

COMMUNITY DEVELOPMENT

Administration ACTIVITY DETAIL

Account Number	Description	Cost
2250	<u>Training:</u> Training opportunities as appropriate for staff	1,000
2490	<u>Bank Services Charges:</u> Charges incurred through credit card transactions	22,000

COMMUNITY DEVELOPMENT

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-61-6101	1020	SALARIES & WAGES	241,144	365,516	377,135	385,017
101-61-6101	1030	PART TIME WAGES	-	-	1,452	-
101-61-6101	1049	BI-LINGUAL/CERTIFICATION PAY	-	-	33	-
101-61-6101	1060	PAID SICK LEAVE	-	4,913	4,913	-
101-61-6101	1065	ACCRUED PAID VACATION	4,447	10,264	10,264	12,000
101-61-6101	1078	MANAGEMENT BENEFIT 401A	4,809	7,352	7,577	7,688
101-61-6101	1080	MEDICARE	2,909	5,812	5,949	5,913
101-61-6101	1081	MGMT BENEFIT/MEDICAL	8,612	20,058	16,495	10,758
101-61-6101	1082	PERS - EMPLOYEES' PORTION	19,612	29,243	30,173	26,953
101-61-6101	1083	PERS - EMPLOYER PORTION	43,814	68,752	70,942	78,804
101-61-6101	1085	LIFE INSURANCE	956	1,418	1,309	1,492
101-61-6101	1088	LONG-TERM DISABILITY INSURANCE	3,054	3,693	4,339	3,890
101-61-6101	1090	MEDICAL INS - FT EMPLOYEES	26,025	33,055	32,289	30,728
101-61-6101	1091	DENTAL INS - FT EMPLOYEES	4,120	5,637	5,476	5,350
101-61-6101	1092	VISION INS - FT EMPLOYEES	599	950	941	951
101-61-6101	1095	MEDICAL INS - RETIREES	26,160	25,077	21,513	23,900
101-61-6101	1096	UNEMPLOYMENT INSURANCE	-	577	-	239
101-61-6101	1097	WORKER'S COMPENSATION	5,724	7,993	7,992	7,708
101-61-6101	1999	ALLOCATED PAYROLL	-	-	(15,703)	-
PERSONNEL EXPENDITURES:			391,986	590,310	583,090	601,391

COMMUNITY DEVELOPMENT

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-61-6101	2055	LEGAL ADVERTISING	751	1,500	1,500	1,500
101-61-6101	2080	CONTRACT SVC/NON-CLASS	6,255	51,800	30,000	32,400
101-61-6101	2110	CONFERENCES & MEETINGS	759	13,600	1,500	6,700
101-61-6101	2111	MEMBERSHIPS	1,095	1,895	1,895	500
101-61-6101	2113	MILEAGE REIMBURSEMENT	-	-	12	-
101-61-6101	2130	OFFICE EQPT MTCE	5,539	2,000	2,000	2,500
101-61-6101	2140	OFFICE SUPPLIES	11,281	13,000	13,000	13,000
101-61-6101	2141	POSTAGE	3,224	5,000	3,000	5,000
101-61-6101	2170	SPECIAL MAT'LS-SUPPLIES	2,859	5,000	5,000	5,000
101-61-6101	2177	LA CO.CLERK-ENVIR.FILING	1,725	3,000	2,000	3,000
101-61-6101	2190	TELEPHONE & FAX	12,207	12,100	12,100	12,700
101-61-6101	2220	VEHICLE MTCE & SUPPLIES	5,192	4,600	3,700	4,800
101-61-6101	2240	DUPLICATING SERVICE CHG	6,110	8,200	11,580	11,600
101-61-6101	2250	TRAINING EXPENSE	10	1,000	500	1,000
101-61-6101	2490	BANK SERVICE CHARGES	18,857	22,000	22,000	22,000
OPERATING EXPENDITURES:			75,864	144,695	109,787	121,700
GENERAL FUND - COMMUNITY DEVELOPMENT TOTAL:			467,850	735,005	692,877	723,091

COMMUNITY DEVELOPMENT

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
745-61-6101	3860	C/O-OFFICE EQUIPMENT	-	14,200	14,329	-
COMPUTER REPLACEMENT FUND - COMMUNITY DEVELOPMENT TOTAL:			-	14,200	14,329	-
COMMUNITY DEVELOPMENT TOTAL (ALL FUNDS) :			467,850	749,205	707,206	723,091

BUILDING AND SAFETY

ACTIVITIES AND OBJECTIVES

Description of Activities

The Building and Safety Manager is responsible for administering the activities of both the Building & Safety and the Code Compliance Division.

The Building Division is responsible for the enforcement of the City's Building, Electrical, Plumbing and Mechanical Codes and other City, State and Federal Codes related to the construction, alteration or remodeling of buildings within the City of Norwalk.

Typical activities include plan check, permit issuance, and building inspection for all new construction and rehabilitation of commercial, residential and industrial projects. Additionally, the Building & Safety staff conducts inspections of substandard properties and provides support to the Rehabilitation and Property Maintenance Appeals Board.

Fiscal Year 2014-2015 Objectives

- Enhance the quality of life in Norwalk by providing for life-safety, safeguarding property and protecting public welfare through consistent enforcement of the adopted building codes.
- Administer the construction waste recycling program in accordance with NMC 8.48 Article X.
- Continue to coordinate Building & Safety activities within the City with other divisions and departments.
- Continue to provide training for staff to maintain required certifications and continuing education with currently adopted codes required in accordance with the State Health & Safety Code Section 18968.

BUILDING AND SAFETY

ACTIVITY DETAIL

Account Number	Description	Cost
2050	<u>Publications:</u> Code books and miscellaneous technical publications	\$ 1,000
2070	<u>Contract Services - Classified:</u> Contract Services Plan Check (65% of plan check) <i>130,000</i> Building Inspection <i>40,000</i>	170,000
2080	<u>Contract Services - Non-Classified:</u> Substandard Rehabilitation – Board Ups	25,000
2111	<u>Memberships:</u> International Code Council (ICC), Los Angeles County Chapter of ICC, California Building Officials (CALBO), International Association of Electrical Inspectors (IAEI), International Association of Plumbing and Mechanical Officials (IAMPO), Orange Empire Chapter ICC, and National Fire Prevention Association (NFPA)	2,500
2250	<u>Training:</u> Continuing education and certification in accordance with Health and Safety Code Section 18968 and for International Codes Certified Access Specialist Training Program per SB 1608	3,000
3860	<u>Capital Outlay - Office Equipment:</u> Storage racks for plans <i>600</i> Pamphlet holder <i>300</i>	900

BUILDING AND SAFETY
ACTIVITY DETAIL

Account Number	Description	Cost
745-3860	<u>Capital Outlay - Office Equipment:</u> Replacement printer for permit issuance	3,500

BUILDING & SAFETY

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-61-6102	1020	SALARIES & WAGES	352,819	401,782	384,591	417,727
101-61-6102	1030	PART TIME WAGES	23,693	-	-	-
101-61-6102	1040	OVERTIME SALARY & WAGES	215	200	-	200
101-61-6102	1049	BILINGUAL/CERTIFICAT PAY	1,300	1,300	1,297	1,300
101-61-6102	1060	PAID SICK LEAVE	2,863	4,390	4,390	6,300
101-61-6102	1065	ACCRUED PAID VACATION	3,259	6,272	6,272	7,100
101-61-6102	1078	MANAGEMENT BENEFIT 401A	1,573	1,627	1,641	1,676
101-61-6102	1080	MEDICARE	5,253	6,056	5,781	6,314
101-61-6102	1081	MGMT BENEFIT/MEDICAL	2,319	2,452	2,123	1,606
101-61-6102	1082	PERS - EMPLOYEES' PORTION	28,330	30,135	30,871	26,074
101-61-6102	1083	PERS - EMPLOYER PORTION	63,273	75,574	72,582	85,499
101-61-6102	1085	LIFE INSURANCE	1,399	1,415	1,397	1,457
101-61-6102	1088	LONG-TERM DISABILITY INSURANCE	3,641	4,058	3,954	4,219
101-61-6102	1090	MEDICAL INS - FT EMPLOYEES	53,991	63,644	56,119	54,287
101-61-6102	1091	DENTAL INS - FT EMPLOYEES	7,023	8,646	7,987	8,312
101-61-6102	1092	VISION INS - FT EMPLOYEES	838	1,012	960	1,019
101-61-6102	1095	MEDICAL INS - RETIREES	6,807	7,216	6,447	7,400
101-61-6102	1096	UNEMPLOYMENT INSURANCE	-	642	-	258
101-61-6102	1097	WORKER'S COMPENSATION	18,624	16,351	16,356	16,678
101-61-6102	1999	ALLOCATED PAYROLL	-	-	(209)	-
PERSONNEL EXPENDITURES:			577,220	632,772	602,559	647,427

BUILDING & SAFETY

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-61-6102	2050	PUBLICATIONS	423	4,000	4,301	1,000
101-61-6102	2070	CONTRACT SVC-CLASSIFIED	116,996	113,750	113,750	170,000
101-61-6102	2080	CONTRACT SVC/NON-CLASS	25,875	90,000	30,000	25,000
101-61-6102	2111	MEMBERSHIPS	2,423	2,000	2,000	2,500
101-61-6102	2140	OFFICE SUPPLIES	858	-	-	-
101-61-6102	2220	VEHICLE MTCE & SUPPLIES	12,052	15,600	14,800	15,000
101-61-6102	2250	TRAINING EXPENSE	2,475	3,000	2,000	3,000
OPERATING EXPENDITURES:			161,102	228,350	166,851	216,500
101-61-6102	3860	C/O-OFFICE EQUIPMENT	-	-	-	900
101-61-6102	3870	C/O-FURNITURE	-	1,300	1,350	-
CAPITAL OUTLAY EXPENDITURES:			-	1,300	1,350	900
GENERAL FUND -BULIDING & SAFTEY TOTAL:			738,322	862,422	770,760	864,827

BUILDING & SAFETY

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
745-61-6102	3860	C/O-OFFICE EQUIPMENT	-	2,300	3,048	3,500
CAPITAL OUTLAY EXPENDITURES:			-	2,300	3,048	3,500
COMPUTER REPLACEMENT FUND - BUILDING & SAFETY TOTAL:			-	2,300	3,048	3,500
BUILDING & SAFETY TOTAL (ALL FUNDS):			738,322	864,722	773,808	868,327

ENGINEERING

ACTIVITIES AND OBJECTIVES

Description of Activities

The Engineering Division is responsible for the capital improvement and rehabilitation of the City's infrastructure including streets, water, sewer and drainage systems, and all traffic related activities.

Engineering is also responsible for, in conjunction with other City departments, City compliance with the State mandated Municipal Separate Storm Sewer System (MS4) Permit, General Waste Discharge Requirements (WDR) for Sanitary Sewer Systems, and the Los Angeles County Congestion Management Program (CMP).

Specific activities include preparation of the City's capital projects program; programming of several Federal, State, and local funding sources; design, inspection and administration of capital improvement projects; review of private development plans; review and approval of parcel and tract maps related to private developments; city-wide traffic signal synchronization; maintenance of public right-of-way and facilities maps; and assisting the general public with engineering related matters. Engineering continues to collaborate with Caltrans and provide technical support for the I-5 Widening Project. Activities include reviewing freeway plans in a timely manner; identifying and helping to resolve potential environmental, traffic and public safety issues; and completing its I-5 traffic mitigation projects on schedule and within allocated budget.

Fiscal Year 2014-2015 Objectives

- Manage the construction of the Firestone Bridge over the San Gabriel River.
- Continue reducing the amount of carry-over Capital projects.
- Support the design and construction of water improvements as funding becomes available.
- Assist other departments with implementation of their capital projects including implementation of the water and sewer infrastructure improvements.
- Develop a seven year Capital Improvement Program list.

ENGINEERING ACTIVITY DETAIL

Account Number	Description	Cost
2080	<u>Contract Services - Non-Classified:</u> Caltrans Street light relocation (100% reimbursable) 140,000 Engineering Services- Traffic Engineer 75,000 Caltrans/MTA funding monitoring assistance 75,000 LA Region Imagery Acquisition Consortium (LAR-IAC) 25,000 Public Works Inspection contract 40,000 Surveying/Tract Map Plan Checking 5,000 AutoCAD subscription renewal 3,000	\$ 363,000
2111	<u>Memberships:</u> Renew Professional Engineer's License, Institute of Transportation Engineers, American Public Works Association, City and County Engineers Association, ROW Association, and American Water Works Association	800
2250	<u>Training:</u> Specialized training relating to the design, construction and management of capital improvement projects	1,000
3880	<u>Capital Outlay - Miscellaneous Other:</u> GIS Centerline Tie Layer	20,000
228-2080	<u>Contract Services - Non Class:</u> Pavement Management Program	70,000
428-2080	<u>Contract Services - Non Class:</u> I-605 Hot Spots Arterial Intersection Improvement Projects	9,000
745-3860	<u>Capital Outlay - Office Equipment:</u> Color printer - replacement	2,500

Budget Program: Community Development - Engineering, 6103

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
City Engineer (a)	0.70	0.70	81,320	83,761						
Associate Engineer (b)	0.85	0.85	77,958	80,298						
Assistant Engineer (c)	0.95	0.90	73,454	71,673						
Engineering Technician (d)	0.95	0.90	56,234	46,458						
Office Assistant II (e)	0.50	0.50	24,162	24,887						
(a) 10% Water, 5% Sewer, 15% Environmental Services										
(b) 10% Water, 5% Environmental Services										
(c) 10% Water										
(d) 10% Water										
(e) 50% Planning										
TOTAL	3.95	3.85	313,128	307,077	TOTAL	-	-	-	-	-

ENGINEERING

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-61-6103	1020	SALARIES & WAGES	344,463	313,128	304,304	307,077
101-61-6103	1075	SEVERANCE PAY	-	-	28,680	-
101-61-6103	1048	MEDICAL OPT-OUT-GEN. UNIT	4,487	4,560	4,707	4,560
101-61-6103	1049	BILINGUAL/CERTIFICAT PAY	297	325	285	325
101-61-6103	1060	PAID SICK LEAVE	3,338	3,810	3,810	3,400
101-61-6103	1065	ACCRUED PAID VACATION	9,770	10,082	10,082	6,100
101-61-6103	1070	PAID SICK LEAVE ON TERMIN	-	-	887	-
101-61-6103	1078	MANAGEMENT BENEFIT 401A	2,228	1,627	1,275	1,676
101-61-6103	1080	MEDICARE	3,963	4,852	5,188	4,767
101-61-6103	1081	MGMT BENEFIT/MEDICAL	4,332	2,452	5,047	6,957
101-61-6103	1082	PERS - EMPLOYEES' PORTION	27,581	25,052	24,367	14,058
101-61-6103	1083	PERS - EMPLOYER PORTION	61,593	58,899	57,290	62,852
101-61-6103	1085	LIFE INSURANCE	1,328	1,214	1,094	1,023
101-61-6103	1088	LONG-TERM DISABILITY INSURANCE	3,454	3,162	3,071	3,101
101-61-6103	1090	MEDICAL INS - FT EMPLOYEES	38,181	33,943	20,984	16,535
101-61-6103	1091	DENTAL INS - FT EMPLOYEES	3,142	2,782	3,166	3,597
101-61-6103	1092	VISION INS - FT EMPLOYEES	655	581	553	579
101-61-6103	1095	MEDICAL INS - RETIREES	49,252	52,987	38,537	43,200
101-61-6103	1096	UNEMPLOYMENT INSURANCE	-	501	-	190
101-61-6103	1097	WORKER'S COMPENSATION	7,812	7,084	7,080	6,147
101-61-6103	1999	ALLOCATED PAYROLL	(119,344)	(10,000)	(119,985)	(75,000)
PERSONNEL EXPENDITURES:			446,532	517,041	400,422	411,144

ENGINEERING

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-61-6103	2080	CONTRACT SVC/NON-CLASS	226,793	260,000	210,000	363,000
101-61-6103	2111	MEMBERSHIPS	576	800	500	800
101-61-6103	2220	VEHICLE MTCE & SUPPLIES	2,444	3,200	3,000	3,000
101-61-6103	2250	TRAINING EXPENSE	638	1,000	500	1,000
OPERATING EXPENDITURES:			230,451	265,000	214,000	367,800
101-61-6103	3820	C/O-AUTOMOTIVE EQUIPMENT	-	2,200	900	-
101-61-6103	3880	C/O-MISCELLANEOUS OTHER	-	-	-	20,000
CAPITAL OUTLAY EXPENDITURES:			-	2,200	900	20,000
GENERAL FUND - ENGINEERING TOTAL:			676,983	784,241	615,322	798,944
213-61-6103	2400	AUDIT FEES	2,100	2,500	2,500	2,500
OPERATING EXPENDITURES:			2,100	2,500	2,500	2,500
AQMD FUND - ENGINEERING TOTAL:			2,100	2,500	2,500	2,500

ENGINEERING

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
745-61-6103	3860	C/O-OFFICE EQUIPMENT	-	-	-	2,500
		CAPITAL OUTLAY EXPENDITURES:	-	-	-	2,500
		COMPUTER REPLACEMENT FUND - ENGINEERING TOTAL:	-	-	-	2,500
228-61-6103	2080	CONTRACT SVC/NON-CLASS	-	5,000	5,000	70,000
		OPERATING EXPENDITURES:	-	5,000	5,000	70,000
		MEASURE R FUND - ENGINEERING TOTAL:	-	5,000	5,000	70,000
428-61-6103	2080	CONTRACT SVC/NON-CLASS	-	10,000	1,000	9,000
		OPERATING EXPENDITURES:	-	10,000	1,000	9,000
		MTA MEASURE R - (I-605 MITIGATION) FUND - ENGINEERING TOTAL:	-	10,000	1,000	9,000
		ENGINEERING TOTAL (ALL FUNDS) :	679,083	801,741	623,822	882,944

CODE COMPLIANCE

ACTIVITIES AND OBJECTIVES

Description of Activities

The Building & Safety Manager is responsible for administering the activities of both the Building & Safety Division and the Code Compliance Division.

The Code Compliance Division function is focused on enforcement of property maintenance and zoning issues related to the provisions of the Norwalk Municipal Code. Primary emphasis is placed on protecting public health and safety, preserving the quality of life within the City's neighborhoods and enhancing the community's aesthetic integrity.

Code Compliance staff are responsible for responding to complaints or inquiries regarding violations of zoning, sign, land use ordinances, and public nuisances as well as for being proactive in identifying and initiating cases. Staff investigates code violations and implements appropriate corrective action. In addition, the Code Compliance Section proactively identifies community maintenance deficiencies and develops or implements appropriate mitigation measures. Although achieving voluntary compliance is a primary objective, Code Compliance staff work closely with City Prosecutors, the District Attorney's Office and the courts to protect the public health and safety.

Fiscal Year 2014-2015 Objectives

- Preserve the quality of life within neighborhoods, and enhance the community's aesthetic integrity by enforcement of the Norwalk Municipal Code.
- Review and revise the policies and procedures to increase efficiency and effectiveness in resolving cases.
- Continue operating the Code Compliance Division on a seven-day per week schedule.
- Work with owners of vacant and foreclosed properties to ensure regular monitoring and abatement of property maintenance violations.
- Coordinate code enforcement activities within the City with other divisions and departments.
- Effectively work with the public and the business community to investigate and resolve property maintenance and zoning violations in a timely fashion.

CODE COMPLIANCE ACTIVITY DETAIL

Account Number	Description	Cost
2059	<u>City Prosecutor:</u> Legal counsel required to prosecute chronic property maintenance cases	\$ 100,000
2080	<u>Contract Services - Non-Classified:</u> Contract Services to collect fines from Administrative Citations (Offset by revenue account code 4261) Service for providing vacant property listing	2,600 400 3,000
2085	<u>Weed/Litter Abatement:</u> Contract services necessary to abate weed and litter cases	15,000
2111	<u>Memberships:</u> Staff membership in California Association of Code Enforcement Officers	850
2250	<u>Training:</u> Continued training in specialized code enforcement areas including customer service and conflict resolution	1,000

CODE COMPLIANCE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-61-6104	1020	SALARIES & WAGES	520,726	531,833	528,768	545,425
101-61-6104	1040	OVERTIME SALARY & WAGES	596	-	-	-
101-61-6104	1049	BILINGUAL/CERTIFICAT PAY	4,550	4,550	4,539	4,550
101-61-6104	1060	PAID SICK LEAVE	1,592	2,941	2,941	2,700
101-61-6104	1065	ACCRUED PAID VACATION	3,426	4,504	4,504	4,300
101-61-6104	1078	MANAGEMENT BENEFIT 401A	703	581	673	599
101-61-6104	1080	MEDICARE	6,450	7,962	7,853	8,150
101-61-6104	1081	MGMT BENEFIT/MEDICAL	1,029	876	852	574
101-61-6104	1082	PERS - EMPLOYEE'S PORTION	42,021	42,550	42,665	38,183
101-61-6104	1083	PERS - EMPLOYER PORTION	93,831	100,035	100,310	111,638
101-61-6104	1085	LIFE INSURANCE	2,009	2,066	2,015	2,113
101-61-6104	1088	LONG-TERM DISABILITY INSURANCE	5,223	5,373	5,339	5,507
101-61-6104	1090	MEDICAL INS - FT EMPLOYEES	70,190	70,582	68,602	67,559
101-61-6104	1091	DENTAL INS - FT EMPLOYEES	9,022	9,449	9,055	9,084
101-61-6104	1092	VISION INS - FT EMPLOYEES	1,173	1,220	1,195	1,229
101-61-6104	1095	MEDICAL INS - RETIREES	9,623	10,012	8,727	9,700
101-61-6104	1096	UNEMPLOYMENT INSURANCE	-	847	-	340
101-61-6104	1097	WORKER'S COMPENSATION	12,432	11,765	11,760	10,918
PERSONNEL EXPENDITURES:			784,599	807,146	799,797	822,569

CODE COMPLIANCE

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-61-6104	2059	CITY PROSECUTOR	101,066	120,000	75,000	100,000
101-61-6104	2080	CONTRACT SVC/NON-CLASS	2,380	3,500	3,500	3,000
101-61-6104	2085	WEED/LITTER ABATEMENT CHG	20,388	25,000	10,000	15,000
101-61-6104	2170	SPECIAL MAT'LS-SUPPLIES	13	-	-	-
101-61-6104	2111	MEMBERSHIPS	525	750	750	850
101-61-6104	2220	VEHICLE MTCE & SUPPLIES	15,361	23,700	21,100	21,400
101-61-6104	2250	TRAINING EXPENSE	149	1,000	1,000	1,000
OPERATING EXPENDITURES:			139,882	173,950	111,350	141,250
101-61-6104	3820	C/O-AUTOMOTIVE EQUIPMENT	-	13,200	5,400	-
CAPITAL OUTLAY EXPENDITURES:			-	13,200	5,400	-
GENERAL FUND - CODE COMPLIANCE TOTAL:			924,481	994,296	916,547	963,819
CODE COMPLIANCE TOTAL (ALL FUNDS):			924,481	994,296	916,547	963,819

PLANNING

ACTIVITIES AND OBJECTIVES

Description of Activities

The Planning Division is responsible for all future and current land use planning; the administration of zoning regulations; compliance with the California Environmental Quality Act, State Planning Law and the requirements of other regulating agencies and for being responsive to public requests for information and assistance. The Division maintains and updates the General Plan based on community goals and objectives in order to provide for the steady and orderly growth of the community consistent with sound economic and environmental principles. The Planning Division is responsible for undertaking a broad array of special studies on topics of interest or concern to the City. It also assists in the City's efforts to attract and maintain businesses that contribute positively to the economic development of the City by supporting current business expansions and improvements and creating spaces to attract new business opportunities.

Fiscal Year 2014-2015 Objectives

- Continue to guide the orderly development and continued revitalization of the community by maintaining and implementing the comprehensive General Plan.
- Involve the Public Safety Department in all design review processes to ensure a safe physical environment.
- Monitor the adopted General Plan and provide for an annual review by the Planning Commission and City Council.
- Continue to review and develop updates to the City's subdivision and zoning ordinances and to process zone changes, where necessary, to be consistent with the General Plan update. To achieve consistency with the General Plan and Strategic Plan by developing and implementing design standards for new or rehabilitated development to promote economic objectives.
- Develop strategies for specific areas of the City that will encourage development activity.
- Analyze economic and demographic trends on an ongoing basis that will support planning for economic stability.
- Meet objectives identified in adopted Housing Element 2013-2021 within the time schedule.

PLANNING
ACTIVITY DETAIL

Account Number	Description	Cost
2050	<u>Publications:</u> Planning Advisory Service	\$ 900
2111	<u>Memberships:</u> American Planning Association and American Institute of Certified Planners	1,200
2250	<u>Training:</u> Specialized training to maintain compliance with State law in such matters as the Subdivision Map Act, Planning and Zoning laws and the California Environmental Quality Act	3,000
101-3870	<u>Capital Outlay - Furniture:</u> File Cabinet	650

Budget Program:

Community Development - Planning, 6105

Full Time Positions

Part Time Positions

Position Title	FY 13-14	FY 14-15	FY 13-14	FY 14-15	Position Title	FY 13-14	FY 14-15	FY 14-15	FY 13-14	FY 14-15
	Adopted Allocation	Adopted Allocation	Budgeted Salary	Budgeted Salary		Hours	Hours	Number of PT Positions	Budgeted Wages	Budgeted Wages
Senior Planner	2.00	2.00	171,066	171,907						
Assistant Planner	2.00	2.00	138,312	135,911						
Office Assistant II (a)	0.50	0.50	24,162	24,887						
(a) 50% Engineering										
TOTAL	4.50	4.50	333,540	332,705	TOTAL	-	-	-	-	-

PLANNING

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-61-6105	1020	SALARIES & WAGES	287,482	333,540	277,308	332,705
101-61-6105	1048	MEDICAL OPT-OUT-GEN. UNIT	-	-	2,250	4,800
101-61-6105	1049	BILINGUAL/CERTIFICAT PAY	1,003	975	1,012	975
101-61-6105	1060	PAID SICK LEAVE	909	-	-	-
101-61-6105	1065	ACCRUED PAID VACATION	1,152	-	-	-
101-61-6105	1078	MANAGEMENT BENEFIT 401A	1,446	-	-	-
101-61-6105	1080	MEDICARE	4,304	4,865	4,068	4,922
101-61-6105	1081	MGMT BENEFIT/MEDICAL	7,747	-	-	-
101-61-6105	1082	PERS - EMPLOYEES' PORTION	21,388	19,201	22,266	14,849
101-61-6105	1083	PERS - EMPLOYER PORTION	51,228	62,738	52,349	68,098
101-61-6105	1085	LIFE INSURANCE	981	739	725	760
101-61-6105	1088	LONG-TERM DISABILITY INSURANCE	2,841	3,369	2,811	3,360
101-61-6105	1090	MEDICAL INS - FT EMPLOYEES	22,340	27,849	23,834	27,787
101-61-6105	1091	DENTAL INS - FT EMPLOYEES	3,498	4,907	3,330	3,321
101-61-6105	1092	VISION INS - FT EMPLOYEES	642	657	507	515
101-61-6105	1096	UNEMPLOYMENT INSURANCE	-	533	-	205
101-61-6105	1097	WORKER'S COMPENSATION	7,872	7,377	7,380	6,661
PERSONNEL EXPENDITURES:			414,834	466,750	397,839	468,958

PLANNING

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-61-6105	2050	PUBLICATIONS	895	900	895	900
101-61-6105	2080	CONTRACT SVC/NON-CLASS	13,175	55,000	11,770	-
101-61-6105	2111	MEMBERSHIPS	-	900	1,200	1,200
101-61-6105	2250	TRAINING EXPENSE	-	2,000	2,000	3,000
OPERATING EXPENDITURES:			14,070	58,800	15,865	5,100
101-61-6105	3870	C/O-FURNITURE	-	-	-	650
CAPITAL OUTLAY EXPENDITURES:			-	-	-	650
GENERAL FUND - PLANNING TOTAL:			428,904	525,550	413,704	474,708

ENVIRONMENTAL SERVICES

ACTIVITIES AND OBJECTIVES

Description of Activities

Norwalk is a permittee of the Los Angeles Regional Water Quality Control Board's (LARWQCB) Municipal Separate Storm Sewer System (MS4) permit, which requires that jurisdictions in Los Angeles County reduce storm water discharges flowing untreated into storm drains and oceans. The Environmental Services Division will oversee compliance to the MS4 permit including the implementation of the City's Green Street Policy, Low Impact Development requirements, and manage business pollutant discharge inspections and related storm water management plan review. The division also works along with multiple city departments to oversee the City's compliance to air quality and related environmental requirements mandated by the State and monitors California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) compliance.

Fiscal Year 2014-2015 Objectives

- Manage storm water discharges through the use of best management practices.
- Implement the Green Street Policy and Low Impact Development requirements.
- Provide training and continuing education for staff to obtain certifications required for inspecting industrial, commercial, municipal, and construction sites and performing storm water management plan reviews.
- Collaborate with other agencies to create a comprehensive Watershed Management Plan.
- Assist other departments with implementation of their MS4 permit activities.

ENVIRONMENTAL SERVICES

ACTIVITY DETAIL

Account Number	Description	Cost
2080	<u>Contract Services - Non-Classified:</u> Municipal Separate Storm Sewer System (MS4) Compliance Services 80,000 MOU with Gateway Water Authority for Watershed Management Program (cost shared with Gateway City Members) 50,000 Municipal Separate Storm Sewer Station (MS4) Permit 40,000 Imperial storm water lift station maintenance and cleaning 12,000 Catch basin cleaning 3,000 Storm water database software annual subscription 3,000	\$ 188,000
227-2080	<u>Contract Services:</u> Bus stop trash receptacle clean up and maintenance	18,500
3880	<u>Capital Outlay - Miscellaneous Other:</u> GIS Storm Water Layer	20,000

Budget Program:

Community Development - Environmental Services , 6106

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
Director of Community Development (a)	0.05	0.05	7,300	7,519						
Deputy City Manager (b)	0.05	0.05	7,300	7,519						
Assistant Engineer	0.00	1.00	-	72,232						
Building and Safety Manager (c)	0.05	0.05	5,809	5,983						
City Engineer (d)	0.15	0.15	17,426	17,949						
Administrative Services Manager (e)	0.10	0.10	11,064	11,396						
Public Services Superintendent	0.10	0.00	10,646	-						
Associate Engineer (f)	0.05	0.05	4,586	4,724						
Senior Management Analyst (g)	0.00	0.05	-	3,793						
(a) 88% Community Development-Admin, 7% CDBG										
(b) 75% Public Services-Admin, 10% Water, 5% Sewer, 5% Transportation Center										
(c) 70% Building & Safety, 25% Code Compliance										
(d) 70% Engineering, 5% Sewer, 10% Water										
(e) 80% Management Services, 10% Water										
(f) 85% Engineering, 10% Water										
(g) 95% Community Development-Admin										
TOTAL	0.55	1.50	64,131	131,115	TOTAL	-	-	-	-	-

ENVIRONMENTAL SERVICES

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-61-6106	1020	SALARIES & WAGES	-	64,131	33,702	131,115
101-61-6106	1060	PAID SICK LEAVE	-	-	337	800
101-61-6106	1065	ACCRUED PAID VACATION	-	-	1,229	2,500
101-61-6106	1070	PAID SICK LEAVE ON TERMINATION	-	-	1,612	-
101-61-6106	1078	MANAGEMENT BENEFIT 401A	-	1,485	904	1,309
101-61-6106	1080	MEDICARE	-	929	562	1,900
101-61-6106	1081	MGMT BENEFIT/MEDICAL	-	3,741	1,873	2,239
101-61-6106	1082	PERS - EMPLOYEES' PORTION	-	5,133	2,696	4,672
101-61-6106	1083	PERS - EMPLOYER PORTION	-	12,067	6,339	26,838
101-61-6106	1085	LIFE INSURANCE	-	252	130	246
101-61-6106	1088	LONG-TERM DISABILITY INSURANCE	-	649	410	1,324
101-61-6106	1090	MEDICAL INS - FT EMPLOYEES	-	7,976	3,916	13,892
101-61-6106	1091	DENTAL INS - FT EMPLOYEES	-	693	358	2,097
101-61-6106	1092	VISION INS - FT EMPLOYEES	-	185	103	306
101-61-6106	1096	UNEMPLOYMENT INSURANCE	-	103	-	234
101-61-6106	1097	WORKER'S COMPENSATION	-	1,416	1,416	2,626
PERSONNEL EXPENDITURES:			-	98,760	55,588	192,098

ENVIRONMENTAL SERVICES

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
101-61-6106	2080	CONTRACT SVC/NON-CLASS	-	184,000	160,000	188,000
101-61-6106	2086	LEGAL SERVICES	-	-	7,000	5,000
OPERATING EXPENDITURES:			-	184,000	167,000	193,000
101-61-6106	3880	C/O-MISCELLANEOUS OTHER	-	-	-	20,000
CAPITAL OUTLAY EXPENDITURES:			-	-	-	20,000
GENERAL FUND - ENVIRONMENTAL SERVICES TOTAL:			-	282,760	222,588	405,098
227-61-6106	2080	CONTRACT SERVICES	-	17,930	17,930	18,500
OPERATING EXPENDITURES:			-	17,930	17,930	18,500
PROP C FUND - ENVIRONMENTAL SERVICES TOTAL:			-	17,930	17,930	18,500
ENVIRONMENTAL SERVICES (ALL FUNDS) :			-	300,690	240,518	423,598

COMMUNITY DEVELOPMENT GRANTS

ACTIVITIES AND OBJECTIVES

Description of Activities

The federally funded Community Development Block Grant (CDBG) Program has the responsibility for administering a wide range of programs whose objective is to provide housing in a sound environment, principally for low and moderate income households. The focus of activities will be to provide financial assistance in the form of low cost home improvement programs, provide essential public services, stimulate the revitalization of older declining neighborhoods and monitor the modernization of essential infrastructure in neighborhoods with high concentration of low/moderate residents. The federally funded HOME program provides funding for the provision of affordable housing designated for a Community Housing Development Organization (CHDO).

Fiscal Year 2014-2015 Objectives

- Complete all required federal reports through IDIS system; prepare the City's 2015-2020 Consolidated, Neighborhood Revitalization Strategy, Annual Action Plan, application, environmental review; and CAPER yearend report.
- Further Fair Housing activities and update the Analysis of Impediments to Fair Housing Choices.
- Implement all programs approved by Council that are intended to upgrade the City's residential neighborhoods, such as residential loan grants and rebates, rental rehabilitation projects, mobile home grants, and the HOME programs.
- Monitor completion of CDBG funded public facilities and public works projects and ensure conformance with Davis-Bacon procedures and regulations.
- Monitor the expenditures of Graffiti Abatement and Social Services programs funded by the CDBG grant.

COMMUNITY DEVELOPMENT BLOCK GRANT

Planning & Administration

ACTIVITY DETAIL

Account Number	Description	Cost
2080	<u>Contract Services - Non-Classified:</u> Five-year Consolidated Plan, Annual Action Plan, Analysis of Impediments/Fair Housing Assessment and Neighborhood Revitalization Strategy 35,000 Consolidated Annual Performance and Evaluation Report (CAPER) 9,000 Fair Housing Services 12,820	\$ 56,820
3860	<u>Capital Outlay - Office Equipment:</u> Replacement monitor	400

Budget Program:

Community Development - CDBG Planning & Administration, 6201

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
City Manager (a)	0.01	0.01	2,185	2,185						
Director of Community Development (b)	0.07	0.07	10,219	10,527						
Director of Finance/Treasurer (c)	0.10	0.10	13,408	14,321						
Housing Manager (d)	0.25	0.30	25,628	31,678						
Senior Accountant (e)	0.10	0.10	7,733	7,964						
Rehabilitation Specialist (f)	0.10	0.10	7,772	8,006						
Office Assistant II (g)	0.50	0.70	24,162	34,842						
(a) 74% Admin, 20% SA-RDA, 5% Water										
(b) 88% Community Development-Admin., 5% Environmental Services										
(c) 20% SA-RDA, 65% Finance, 5% Water										
(d) 50% Section 8, 10% HOME, 5% Housing Successor Agency, 5% FSS										
(e) 75% Finance , 15% SA-RDA										
(f) 70% Res. Rehab, 15% HOME, 5% Housing Successor Agency										
(g) 30% Res. Rehab.										
TOTAL	1.13	1.38	91,107	109,523	TOTAL	-	-	-	-	-

CDBG FUND - PLANNING & ADMINISTRATION

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
207-62-6201	1020	SALARIES & WAGES	89,229	115,854	88,556	109,523
207-62-6201	1030	PART TIME WAGES	-	-	306	-
207-62-6201	1048	MEDICAL OPT-OUT-GEN. UNIT	535	480	494	480
207-62-6201	1049	BILINGUAL/CERTIFICAT PAY	399	1,040	805	1,040
207-62-6201	1052	AUTO ALLOWANCE	926	552	494	552
207-62-6201	1054	CELLPHONE ALLOWANCE	7	-	-	-
207-62-6201	1060	PAID SICK LEAVE	1,145	1,320	1,320	1,100
207-62-6201	1065	ACCRUED PAID VACATION	1,997	2,933	2,933	3,500
207-62-6201	1078	MANAGEMENT BENEFIT 401A	1,965	3,334	1,407	1,754
207-62-6201	1080	MEDICARE	1,425	1,831	1,411	1,722
207-62-6201	1081	MGMT BENEFIT/MEDICAL	5,434	4,087	2,421	1,527
207-62-6201	1082	PERS - EMPLOYEE'S PORTION	7,128	9,268	7,149	7,669
207-62-6201	1083	PERS - EMPLOYER PORTION	15,921	21,791	16,808	22,420
207-62-6201	1085	LIFE INSURANCE	344	451	337	426
207-62-6201	1088	LONG-TERM DISABILITY INSURANCE	1,088	1,169	977	1,106
207-62-6201	1090	MEDICAL INS - FT EMPLOYEES	7,367	16,249	11,763	13,788
207-62-6201	1091	DENTAL INS - FT EMPLOYEES	1,152	2,081	1,495	1,789
207-62-6201	1092	VISION INS - FT EMPLOYEES	229	319	235	289
207-62-6201	1096	UNEMPLOYMENT INSURANCE	-	144	-	69
207-62-6201	1097	WORKER'S COMPENSATION	1,896	2,015	2,016	2,192
PERSONNEL EXPENDITURES:			138,187	184,918	140,926	170,946

CDBG FUND - PLANNING & ADMINISTRATION

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
207-62-6201	2055	LEGAL ADVERTISING	1,370	1,300	1,400	2,000
207-62-6201	2057	PROMOTIONAL ADVERTISING	-	1,000	-	-
207-62-6201	2080	CONTRACT SVC/NON-CLASS	32,722	32,730	32,700	56,820
207-62-6201	2140	OFFICE SUPPLIES	1,030	1,500	1,200	1,500
207-62-6201	2141	POSTAGE	1,208	1,000	850	1,200
207-62-6201	2190	TELEPHONE & FAX	934	900	800	800
207-62-6201	2220	VEHICLE MTCE & SUPPLIES	1,475	2,100	1,400	1,600
207-62-6201	2240	DUPLICATING SERVICE CHG	84	700	800	800
207-62-6201	2250	TRAINING EXPENSE	688	600	50	600
207-62-6201	2400	AUDIT FEES	2,000	700	700	700
OPERATING EXPENDITURES:			41,511	42,530	39,900	66,020
207-62-6201	3860	C/O-OFFICE EQUIPMENT	1,306	-	-	400
CAPITAL OUTLAY EXPENDITURES:			1,306	-	-	400
CDBG FUND - PLANNING & ADMIN TOTAL:			181,004	227,448	180,826	237,366

COMMUNITY DEVELOPMENT BLOCK GRANT
Residential Rehabilitation
ACTIVITY DETAIL

Account Number	Description	Cost
2080	<u>Contract Services - Non-Classified:</u> Loan Management Services (cost split with HOME)	2,000
	National Credit Reporting	500
	Property Information Reports	1,200
		\$ 3,700

Budget Program:

Community Development - CDBG Residential Rehabilitation, 6202

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
Rehabilitation Specialist (a)	1.72	1.70	133,685	136,095						
Office Assistant II (b)	0.50	0.30	24,162	14,933						
(a) 10% CDBG Admin, 15% HOME, 5% Housing Successor Agency										
(b) 70% CDBG Admin										
TOTAL	2.22	2.00	157,847	151,028	TOTAL	-	-	-	-	-

CDBG FUND - RESIDENTIAL REHABILITATION

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
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CDBG FUND - RESIDENTIAL REHABILITATION

207-62-6202	1020	SALARIES & WAGES	165,633	157,847	151,273	151,028
207-62-6202	1030	PART TIME WAGES	-	-	408	-
207-62-6202	1049	BILINGUAL/CERTIFICAT PAY	3,214	2,886	2,752	2,600
207-62-6202	1060	PAID SICK LEAVE	1,671	3,206	3,206	2,400
207-62-6202	1065	ACCRUED PAID VACATION	231	1,715	1,715	2,600
207-62-6202	1080	MEDICARE	2,375	2,444	2,311	2,338
207-62-6202	1082	PERS - EMPLOYEES' PORTION	13,508	12,629	12,322	10,573
207-62-6202	1083	PERS - EMPLOYER PORTION	30,162	29,691	28,971	30,913
207-62-6202	1085	LIFE INSURANCE	637	612	575	585
207-62-6202	1088	LONG-TERM DISABILITY INSURANCE	1,650	1,594	1,521	1,526
207-62-6202	1090	MEDICAL INS - FT EMPLOYEES	20,748	18,799	17,333	16,507
207-62-6202	1091	DENTAL INS - FT EMPLOYEES	2,892	3,226	2,927	2,794
207-62-6202	1092	VISION INS - FT EMPLOYEES	341	324	300	295
207-62-6202	1095	MEDICAL INS - RETIREES	9,266	9,269	7,868	8,200
207-62-6202	1096	UNEMPLOYMENT INSURANCE	-	253	-	94
207-62-6202	1097	WORKER'S COMPENSATION	3,984	3,492	3,492	3,024
PERSONNEL EXPENDITURES:			256,310	247,987	236,971	235,477

CDBG FUND - RESIDENTIAL REHABILITATION

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
207-62-6202	2080	CONTRACT SVC/NON-CLASS	4,793	10,000	3,050	3,700
207-62-6202	2116	RESIDENTIAL LOANS/REBATES	418,045	552,580	297,945	572,502
207-62-6202	2117	LEAD TESTING / ABATEMENT	69,194	65,000	25,500	40,000
207-62-6202	2170	SPECIAL MAT'LS-SUPPLIES	-	-	-	-
OPERATING EXPENDITURES:			492,032	627,580	326,495	616,202
CDBG FUND - RESIDENTIAL REHABILITATION TOTAL:			748,343	875,567	563,466	851,679

CDBG FUND - SOCIAL SERVICES AGENCIES

207-62-6204	2080	CONTRACT SVC/NON-CLASS	65,639	65,639	65,639	67,270
CDBG FUND - SOCIAL SERVICES AGENCIES TOTAL:			65,639	65,639	65,639	67,270
CDBG FUND TOTAL:			994,986	1,168,654	809,931	1,156,315

HOME PROGRAM

ACTIVITY DETAIL

Account Number	Description	Cost
2080	<u>Contract Services - Non-Classified:</u> Loan Management Services (cost split with Residential Rehab)	\$ 1,500
2707	<u>Community Housing Development Organization (CHDO):</u> Required set-aside funds for non-profit community based organization to develop, sponsor and own affordable housing within the City of Norwalk	42,477

Budget Program: Community Development - Home Program, 6203

Full Time Positions

Part Time Positions

Position Title	FY 13-14	FY 14-15	FY 13-14	FY 14-15	Position Title	FY 13-14	FY 14-15	FY 14-15	FY 13-14	FY 14-15
	Adopted Allocation	Adopted Allocation	Budgeted Salary	Budgeted Salary		Adopted Hours	Adopted Hours	Number of PT Positions	Budgeted Wages	Budgeted Wages
Housing Manager (a)	0.00	0.10	-	10,560						
Rehabilitation Specialist (b)	0.18	0.15	13,990	12,009						
(a) 30% CDBG Admin, 50% Section 8, 5% FSS, 5% Housing Successor Agency										
(b) 70% Resid. Rehab., 10% CDBG Admin, 5% Housing Successor Agency										
TOTAL	0.18	0.25	13,990	22,569	TOTAL	-	-	-	-	-

HOME PROGRAM

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
208-62-6203	1020	SALARIES & WAGES	16,661	13,990	22,577	22,569
208-62-6203	1049	BILINGUAL/CERTIFICAT PAY	284	234	303	195
208-62-6203	1060	PAID SICK LEAVE	209	-	264	500
208-62-6203	1065	ACCRUED PAID VACATION	-	214	214	1,000
208-62-6203	1078	MANAGEMENT BENEFIT 401A	-	-	89	-
208-62-6203	1080	MEDICARE	242	212	341	355
208-62-6203	1081	MGMT BENEFIT/MEDICAL	-	-	132	-
208-62-6203	1082	PERS - EMPLOYEES' PORTION	1,356	1,120	1,830	1,581
208-62-6203	1083	PERS - EMPLOYER PORTION	3,024	2,632	4,304	4,620
208-62-6203	1085	LIFE INSURANCE	71	56	84	88
208-62-6203	1088	LONG-TERM DISABILITY INSURANCE	185	142	227	228
208-62-6203	1090	MEDICAL INS - FT EMPLOYEES	2,072	1,449	2,482	2,359
208-62-6203	1091	DENTAL INS - FT EMPLOYEES	263	262	381	350
208-62-6203	1092	VISION INS - FT EMPLOYEES	34	28	49	59
208-62-6203	1096	UNEMPLOYMENT INSURANCE	-	22	-	14
208-62-6203	1097	WORKER'S COMPENSATION	360	310	312	451
PERSONNEL EXPENDITURES:			24,760	20,671	33,589	34,369

HOME PROGRAM

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
208-62-6203	2080	CONTRACT SVC/NON-CLASS	645	1,500	1,500	1,500
208-62-6203	2118	AFFORDABLE HOUSING PROGRAM	-	-	-	237,404
208-62-6203	2119	HOME REPAIR	514,035	216,976	290,000	-
208-62-6203	2240	DUPLICATING SERVICE CHG	-	-	30	100
208-62-6203	2707	CHDO	-	37,791	37,791	42,477
OPERATING EXPENDITURES:			514,680	256,267	329,321	281,481
HOME FUND PROGRAM TOTAL:			539,440	276,938	362,910	315,850

HOUSING AUTHORITY

ACTIVITIES AND OBJECTIVES

Description of Activities

The Norwalk Housing Authority (NHA) is a separate legal entity that was established in 1976 to assist lower income families secure decent, safe, and sanitary housing at affordable prices. A seven-person commission of which at least two must be tenant program participants governs the NHA. Funding for staff, housing assistance payments and program operation is provided by the U.S. Department of Housing and Urban Development (HUD).

Fiscal Year 2014-2015 Objectives

- Maximize lease-up within the budget provided by HUD.
- Maintain a reporting rate of 95% or more to HUD's Public and Indian Housing Information Center's (PIC) internet system.
- Review all contracted families and update eligibility by June 30, 2015.
- Conduct annual inspections of contracted housing units and initial inspections for new units entering the program. Verify completion of repairs within 30 days of first inspection.
- Continue implementation of the Tenant Integrity Program to discourage tenant fraud and ensure that assistance is being properly utilized by those families who are the most needy.
- Implement the Five-Year and Annual plans as required by HUD.
- Continue the Family Self-Sufficiency Program as grant funding is provided.
- Promote career development of staff through attendance at training workshops and professional meetings.

HOUSING AUTHORITY ACTIVITY DETAIL

Account Number	Description	Cost
2080	<u>Contract Services - Non-Classified:</u> Software licenses 11,000 Contract Fraud Investigator 25,000 Work Number Income Verification System 1,700 Lead-Based Paint Testing to comply with HUD requirements 1,000 Hearing Officer Expense 10,800 Tenant Credit Check Service 2,000 DOJ Sex Offender Screening of minors 2,000 FBI Reports 6,000 Fingerprinting Services 3,600 Property Information Reports 900 Off site records storage 1,200	\$ 65,200
2110	<u>Conferences & Meetings:</u> Annual and Spring meetings of the National Association of Housing & Redevelopment Officials; quarterly Housing Authority Finance Director's meeting; State and National legislative conferences; and miscellaneous seminars	5,000
2111	<u>Memberships:</u> California Association of Housing Authorities (CAHA), Housing Authority Association of Southern California (HAASC), and National Association of Housing & Redevelopment Officials (national and southwest regional chapters)	1,600

HOUSING AUTHORITY

ACTIVITY DETAIL

Account Number	Description	Cost
2141	<u>Postage:</u> Mailing of annual appointment letters; verifications, forms and contracts; appointment letters for mass intake and voucher briefing sessions; waiting list correspondence and other program promotional materials; waiting list update letters	7,500
2170	<u>Special Materials & Supplies:</u> Supplies for hosting FSS meetings and other events	500
2250	<u>Training:</u> Professional development training for staff	3,000
2400	<u>Audit Fees:</u> Contract with independent accountants for accounting and auditing services	4,500

Budget Program: Community Development - Family Self Sufficiency Grant, 6301

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
Housing Manager (a)	0.08	0.05	8,201	5,280						
Housing Specialist II(b)	0.20	0.25	12,860	16,556						
Housing Specialist I (c)	0.40	0.40	22,953	21,792						
(a) 50% Section 8, 30% CDBG, 10% HOME, 5% Housing Successor Agency										
(b) 75% Housing Authority										
(c) 60% Housing Authority										
TOTAL	0.68	0.70	44,014	43,628	TOTAL	-	-	-	-	-

HOUSING AUTHORITY

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
<u>FSS GRANT PROGRAM:</u>						
262-63-6301	1020A	SALARIES & WAGES	25,897	44,014	28,802	43,628
262-63-6301	1049A	BILINGUAL/CERTIFICAT PAY	53	130	106	130
262-63-6301	1065A	ACCRUED PAID VACATION	-	300	300	200
262-63-6301	1078A	MANAGEMENT BENEFIT 401A	139	165	76	106
262-63-6301	1080A	MEDICARE	376	646	424	640
262-63-6301	1081A	MGMT BENEFIT/MEDICAL	438	539	192	124
262-63-6301	1082A	PERS - EMPLOYEES' PORTION	1,829	2,954	2,313	2,515
262-63-6301	1083A	PERS - EMPLOYER PORTION	4,638	8,281	5,437	8,932
262-63-6301	1085A	LIFE INSURANCE	85	130	103	132
262-63-6301	1088A	LONG-TERM DISABILITY INSURANCE	269	445	338	440
262-63-6301	1090A	MEDICAL INS - FT EMPLOYEES	4,084	6,631	4,997	5,942
262-63-6301	1091A	DENTAL INS - FT EMPLOYEES	556	990	736	980
262-63-6301	1092A	VISION INS - FT EMPLOYEES	72	118	86	115
262-63-6301	1096A	UNEMPLOYMENT INSURANCE	-	70	-	27
262-63-6301	1097A	WORKER'S COMPENSATION	1,008	973	972	873
FSS GRANT PROGRAM TOTAL:			39,444	66,386	44,885	64,784

Budget Program: Community Development - Housing Authority, 6302

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
Housing Manager (a)	0.67	0.50	68,682	52,796						
Housing Specialist II(b)	0.80	0.75	51,438	49,669						
Housing Specialist I (c)	1.60	1.60	91,822	87,187						
Office Assistant II	2.00	2.00	96,648	91,407						
(a) 30% CDBG, 10% HOME, 5% FSS Grant, 5% Housing Successor Agency										
(b) 25% FSS Grant										
(c) 40% FSS Grant										
TOTAL	5.07	4.85	308,590	281,059	TOTAL	-	-	-	-	-

HOUSING AUTHORITY

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
<u>NHA - VOUCHER ASSISTANCE PROGRAM:</u>						
262-63-6302	1020A	SALARIES & WAGES	323,457	308,590	294,877	281,059
262-63-6302	1049A	BILINGUAL/CERTIFICAT PAY	1,247	1,170	1,190	1,170
262-63-6302	1065A	ACCRUED PAID VACATION	-	2,512	2,512	1,600
262-63-6302	1078A	MANAGEMENT BENEFIT 401A	1,862	1,374	1,297	1,056
262-63-6302	1080A	MEDICARE	4,694	4,611	4,341	4,151
262-63-6302	1081A	MGMT BENEFIT/MEDICAL	5,923	4,512	3,308	1,231
262-63-6302	1082A	PERS - EMPLOYEES' PORTION	24,467	22,413	23,685	14,600
262-63-6302	1083A	PERS - EMPLOYER PORTION	58,005	58,046	55,687	57,528
262-63-6302	1085A	LIFE INSURANCE	1,145	1,033	984	786
262-63-6302	1088A	LONG-TERM DISABILITY INSURANCE	3,241	3,117	3,009	2,839
262-63-6302	1090A	MEDICAL INS - FT EMPLOYEES	49,128	48,180	47,030	45,052
262-63-6302	1091A	DENTAL INS - FT EMPLOYEES	7,283	7,365	7,030	6,774
262-63-6302	1092A	VISION INS - FT EMPLOYEES	919	877	843	818
262-63-6302	1095A	MEDICAL INS - RETIREES	19,077	20,494	18,548	17,900
262-63-6302	1096A	UNEMPLOYMENT INSURANCE	11,700	9,713	-	175
262-63-6302	1097A	WORKER'S COMPENSATION	19,308	21,460	21,456	46,611
PERSONNEL EXPENDITURES:			531,456	515,467	485,839	483,350

HOUSING AUTHORITY

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
262-63-6302	2050	PUBLICATIONS	1,186	1,200	2,000	2,000
262-63-6302	2055	LEGAL ADVERTISING	305	500	188	400
262-63-6302	2080	CONTRACT SVC/NON-CLASS	19,963	65,600	62,000	65,200
262-63-6302	2086	LEGAL SERVICES	-	-	2,000	2,000
262-63-6302	2100	UTILITIES	3,573	6,700	-	-
262-63-6302	2110	CONFERENCES & MEETINGS	2,261	5,000	2,000	5,000
262-63-6302	2111	MEMBERSHIPS	1,510	1,600	1,510	1,600
262-63-6302	2130	OFFICE EQUIPMENT MAINTENANCE	539	1,000	700	700
262-63-6302	2140	OFFICE SUPPLIES	11,674	8,000	4,600	7,000
262-63-6302	2141	POSTAGE	9,182	8,000	6,500	7,500
262-63-6302	2170	SPECIAL MATERIALS & SUPPLIES	591	500	200	500
262-63-6302	2190	TELEPHON & FAX	4,500	3,400	3,400	3,500
262-63-6302	2220	VEHICLE MTCE & SUPPLIES	4,557	6,400	4,000	5,000
262-63-6302	2240	DUPLICATING SERVICE CHG	1,748	2,500	1,580	2,100
262-63-6302	2250	TRAINING EXPENSE	2,439	3,000	3,000	3,000
262-63-6302	2400	AUDIT FEES	4,100	3,650	3,650	4,500
262-63-6302	2490	BANK SERVICE CHARGE	176	180	499	200
262-63-6302	2491	INTEREST EXPENSE	251	200	226	250
262-63-6302	2495	FSS ESCROW HAP	49,346	54,000	50,000	54,000
262-63-6302	2496	PORT-IN HAPP	809,157	750,000	600,000	420,000
262-63-6302	2497	HOUSING ASSISTANCE PAY	5,994,250	6,250,000	5,758,000	5,820,326
262-63-6302	2498	PORT-OUT ADMIN	17,584	20,000	20,600	20,400
262-63-6302	2499	PORT-OUT HAPP	256,259	300,000	335,300	336,000
262-63-6302	2998	BAD DEBT EXPENSE	(13,775)	7,000	5,300	5,000
OPERATING EXPENDITURES:			7,216,705	7,498,430	6,867,253	6,766,176

HOUSING AUTHORITY

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
262-63-6302	3860	C/O- OFFICE EQUIPMENT	-	14,700	16,282	-
262-70-7835	2080	CONTRACT SVC/NON-CLASS	37,918	-	-	-
262-70-7835	3870	C/O-FURNITURE & FIXTURE	26,286	-	-	-
CAPITAL OUTLAY EXPENDITURES:			64,204	14,700	16,282	-
NHA - VOUCHER ASSISTANCE PROGRAM TOTAL:			7,812,365	8,028,597	7,369,374	7,249,526
HOUSING PROGRAM TOTAL:			7,851,809	8,094,983	7,414,258	7,314,310

TRANSIT

ACTIVITIES AND OBJECTIVES

Description of Activities

Norwalk Transit System (NTS) was established in 1974 as one of 16 municipal bus operators within the County of Los Angeles operating fixed-route and paratransit service. NTS fixed-route utilizes thirty (30) buses including: four (4) 40-foot Gillig Low-Floor diesel buses, three (3) 40-foot New Flyer Hybrid Gasoline/Electric buses, six (6) 41-foot New Flyer Hybrid Gasoline/Electric buses, three (3) 35-foot New Flyer Hybrid Gasoline/Electric buses and fourteen (14) 40-foot Gillig Low-Floor CNG buses. NTS provides services to over 1.8 million passengers per year. NTS provides fixed-route public transit service to the cities of Norwalk, Santa Fe Springs, Artesia, Bellflower, Cerritos, La Mirada, Whittier and portions of unincorporated LA County. The fixed-route service provides local circulation and trunk service within Norwalk and adjoining communities, as well as, connecting bus service between the Metro Rail Green Line Station and the Norwalk/Santa Fe Springs Transportation Center (Metrolink Station).

In June of 2009, a Line-by-Line Analysis was completed to provide NTS management and staff with a comprehensive study of its existing fixed-route services, and make recommendations for service improvements that maximize ridership and service performance in a cost effective manner. NTS' first major service change occurred on September 27, 2009; fixed-route service was restructured and streamlined from nine (9) routes to seven (7) routes. NTS' second major service change occurred on September 19, 2011 affecting fixed route(s) #2, 3, 5, 7 and 8. In 2012 NTS implemented further route modifications to eliminate its operational deficit and improve overall efficiency which included elimination of various segments on Route 3, elimination of Route 3 Saturday service and elimination of Route 8 service. More recently, in 2013 NTS had its fixed-route system assessed to enhance run-cutting and scheduling of Coach Operator work assignments. The objectives included: Improvement of on-time performance, improvement of Coach Operator assignments as it relates to productivity, improvement of service integrity/reliability and coordination of time points for transfers between NTS and other transit agencies. NTS' next comprehensive Line-by-Line Analysis is scheduled for FY14/15.

NTS continues to provide a high quality and efficient Advance Reservation Dial-A-Ride (DAR) for Norwalk's senior and disabled residents within the jurisdictional boundaries of the City of Norwalk through MV Transportation. NTS also contracts with Fiesta Taxi for late evening weekday supplemental taxi voucher service and daytime weekday inter-jurisdictional taxi voucher service for medical trips to eligible Norwalk/Santa Fe Springs residents. In keeping with its commitment to provide economic public transportation in a safe and effective manner, NTS is continuing to evaluate its paratransit services to enhance productivity and customer satisfaction. This includes development of recommendations for future service expansion and/or restructuring of existing services that takes into account the following: Residential and socio-economic growth in the service area and existing travel patterns of riders and non-riders to explore the best possible approach to enhancing the use of public transportation, including consolidating portions of paratransit services into community fixed route service. Overall, the ongoing internal performance evaluation process will ensure that NTS continues to improve its service to meet both current and future needs of the community within the constraints of available funding from local, state and federal sources.

Fiscal Year 2014-2015 Objectives

- NTS will continue to implement various service enhancements to benefit the Norwalk community and surrounding cities. NTS staff continues its participation in the L.A. County interagency Committees to address ongoing issues such as inter-agency, transfer policies, clearing/settlement agreement that determines the business rules for future operation of inter-agency fare programs (i.e. TAP, etc.).
- Carry-over Completion of Vehicle Maintenance Facility Upgrades
- Carry-over Completion for the Construction of a CNG Vehicle Refueling Station
- Replacement of Bus Wash

TRANSIT

ACTIVITIES AND OBJECTIVES (continuation)

- Reconfiguration of Metrolink Station to reduce congestion and high pedestrian/bicycle traffic
- Replacement of (4) 2002 Low Floor 40-ft Passenger Gillig Buses with (4) 40-foot ADA compliant low-floor CNG buses that have an expected useful life of 12 years/500,000 miles.
- Installation of 5 landmark bus stops with shelter, bench, trash receptacle, pole, signage and landscaping to augment the existing bus stop improvements
- Reconfiguration of the Metrolink Station; entrance and its surrounding parking lot and bus loading and unloading zone which have become more crowded with conflicting vehicles and high pedestrian/bicycle traffic linking the station platform to Imperial Highway. These improvements will relieve traffic congestion at the transit center facility; improve the safety, security, and “user-friendliness” of the facility for pedestrians and bicyclists desiring to utilize local and regional public transportation.
- These improvements are based on:
 - Lack of pedestrian/bicyclist sidewalks/paths and crosswalks to reach the station
 - Access driveway/travel lanes leading into site is too narrow to allow for safe movement of buses entering/exiting
 - Stacking space is prohibitive for exiting vehicles and buses.

TRANSPORTATION DEPARTMENT (ALL DIVISIONS)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
710-45-45xx	1020	REG SALARIES & WAGES	1,838,545	2,053,730	1,846,391	2,085,182
710-45-45xx	1021	REG SALARIES & WAGES-BUS OPERATORS	1,135,617	1,609,316	1,291,226	1,634,066
710-45-45xx	1030	PART TIME WAGES	231,207	274,642	229,202	250,525
710-45-45xx	1031	PART TIME WAGES-BUS OPERATORS	1,264,355	1,082,938	1,129,752	1,027,025
710-45-45xx	1040	OVERTIME SALARY & WAGES	21,773	17,413	31,286	17,413
710-45-45xx	1041	OVERTIME WAGES-BUS OPERATORS	34,864	35,000	50,104	28,000
710-45-45xx	1045	COMP TIME PAY	1,050	600	962	600
710-45-45xx	1046	BUS OPERATOR - TRAINEE	337	-	-	-
710-45-45xx	1048	MEDICAL OPT-OUT-GEN. UNIT	15,102	16,324	16,424	22,298
710-45-45xx	1049	BILINGUAL/CERTIFICAT PAY	20,193	20,020	19,560	19,175
710-45-45xx	1052	AUTO ALLOWANCE	4,392	4,308	4,324	4,308
710-45-45xx	1055	HOLIDAY PAY	12,781	29,685	12,602	15,710
710-45-45xx	1060	PAID SICK LEAVE	18,623	27,005	27,005	20,333
710-45-45xx	1065	ACCRUED PAID VACATION	47,528	35,922	35,923	46,557
710-45-45xx	1066	COMPENSATED ABSENCES	10,100	-	-	-
710-45-45xx	1070	PAID SICK LEAVE ON TERMIN	16,006	7,500	18,817	7,500
710-45-45xx	1074	EMPLOYEE'S AWARDS	879	1,000	2,679	2,500
710-45-45xx	1078	MANAGEMENT BENEFIT 401A	9,654	10,339	10,286	10,722
710-45-45xx	1080	MEDICARE	62,260	76,172	68,788	75,566
710-45-45xx	1081	MGMT BENEFIT/MEDICAL	31,555	34,836	27,725	17,665
710-45-45xx	1082	PERS - EMPLOYEES' PORTION	236,771	262,167	253,582	212,000
710-45-45xx	1083	PERS - EMPLOYER'S PORTION	538,897	687,691	596,204	761,257
710-45-45xx	1084	EMPLOYEE' BENEFITS-UNIFORMS	6,418	10,680	4,561	10,680
710-45-45xx	1085	LIFE INSURANCE	9,758	10,931	9,802	10,574
710-45-45xx	1086	EMPLOYEES' PHYSICALS	6,853	10,810	6,777	10,810
710-45-45xx	1088	LONG-TERM DISABILITY INSURANCE	31,243	36,926	31,479	37,553
710-45-45xx	1090	MEDICAL INS - FT EMPLOYEES	413,797	517,012	411,193	441,140

TRANSPORTATION DEPARTMENT (ALL DIVISIONS)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
710-45-45xx	1091	DENTAL INS - FT EMPLOYEES	59,592	76,728	57,703	68,256
710-45-45xx	1092	VISION INS - FT EMPLOYEES	7,969	9,965	8,113	9,602
710-45-45xx	1093	MEDICAL INS - PT EMPLOYEES	90,627	90,514	66,234	63,826
710-45-45xx	1094	DENTAL INS - PT EMPLOYEES	34,041	35,004	29,352	28,831
710-45-45xx	1095	MEDICAL INS - RETIREES	367,314	378,241	370,068	415,519
710-45-45xx	1096	UNEMPLOYMENT INSURANCE	91,082	73,549	40,623	64,900
710-45-45xx	1097	WORKER'S COMPENSATION	907,821	1,035,842	1,035,840	1,000,546
710-45-45xx	1097	OPEB-FUTURE FTE RETIREES UNFUNDED LIABILITY	354,227	-	-	-
PERSONNEL EXPENDITURES:			7,933,228	8,572,810	7,744,587	8,420,639

TRANSPORTATION DEPARTMENT (ALL DIVISIONS)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
710-45-45xx	2050	PUBLICATIONS	-	4,816	4,641	4,816
710-45-45xx	2056	CLASSIFIED ADVERTISING	7,761	5,000	5,000	6,500
710-45-45xx	2057	PROMOTIONAL ADVERTISING	-	500	500	500
710-45-45xx	2063	FACILITY MTCE SERVICES	2,307	2,700	2,700	2,700
710-45-45xx	2080	CONTRACT SVC/NON-CLASS	456,303	512,946	520,071	630,689
710-45-45xx	2086	LEGAL SERVICES	-	500	500	500
710-45-45xx	2090	EQUIP MTCE & SUPPLIES	26,068	21,898	21,898	23,795
710-45-45xx	2100	UTILITIES	56,888	67,511	50,970	55,789
710-45-45xx	2110	CONFERENCES & MEETINGS	5,468	12,385	12,385	12,885
710-45-45xx	2111	MEMBERSHIPS	26,696	27,199	27,493	28,399
710-45-45xx	2114	GRANT EXPENSES	-	1,000	1,000	500
710-45-45xx	2130	OFFICE EQPT MTCE	2,983	2,676	2,676	2,716
710-45-45xx	2140	OFFICE SUPPLIES	16,452	15,289	15,289	15,289
710-45-45xx	2141	POSTAGE	1,063	1,978	1,978	1,979
710-45-45xx	2150	RENTAL EXPENSE	45,675	24,345	24,345	795
710-45-45xx	2158	OTHER GOVT AGENCIES FEES	8,675	9,143	9,143	10,543
710-45-45xx	2160	SPECIAL FEES & SERVICES	22,871	23,498	23,498	24,214
710-45-45xx	2161	ADMINISTRATIVE COSTS	458,130	495,400	495,400	510,262
710-45-45xx	2192	INTERNET, ISDN DSL SERVICE	-	500	500	500
710-45-45xx	2170	SPECIAL MAT'LS-SUPPLIES	43,064	69,825	69,825	75,800
710-45-45xx	2180	SMALL TOOLS	1,061	3,975	3,975	3,975
710-45-45xx	2190	TELEPHONE & FAX	16,556	16,031	16,031	16,352
710-45-45xx	2220	VEHICLE MTCE & SUPPLIES	162	6,281	6,281	6,360
710-45-45xx	2221	VEHICLE MTCE-PARTS & SERV	185,153	182,250	201,000	161,270
710-45-45xx	2222	VEHICLE MTCE-FUEL & LUB	910,188	860,832	918,850	766,745
710-45-45xx	2223	VEHICLE MTCE-TIRES & TUBE	-	1,590	1,590	1,590
710-45-45xx	2224	ACCIDENT DAMAGES REPAIRS	19,184	31,800	31,800	51,675

TRANSPORTATION DEPARTMENT (ALL DIVISIONS)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
710-45-45xx	2240	DUPLICATING SERVICE CHG	1,091	1,699	1,250	1,699
710-45-45xx	2250	TRAINING EXPENSE	8,679	28,490	25,490	18,630
710-45-45xx	2400	AUDIT FEES	6,865	7,630	7,630	7,630
710-45-45xx	2450	LIAB, FIRE & OTHERS INS.	935,455	669,144	669,144	665,126
710-45-45xx	2490	BANK SERVICE CHARGES	2,403	2,600	2,600	2,600
OPERATING EXPENDITURES:			3,267,197	3,126,429	3,175,451	3,112,823
TRANSIT FUND - OPERATIONS TOTAL:			11,200,425	11,699,240	10,920,038	11,533,462

TRANSPORTATION DEPARTMENT (ALL DIVISIONS)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
TRANSIT CAPITAL - OUTLAYS						
710-45-45xx	2990	DEPRECIATION EXPENSES	-	1,988	1,988	-
712-45-45xx	2990	DEPRECIATION EXPENSES	1,674,635	-	7,900	-
712-45-45xx	2992	DEPRECIATION EXPENSES-PARTS	-	-	417	-
712-45-45xx	3831	C/O-TRAN REV VEH PURCHASE	6,919,418	1,212,040	151,820	1,400,052
712-45-45xx	3833	C/O-TRAN MAJOR COMPON VEH	109,354	180,000	65,361	164,000
712-45-45xx	3841	C/O-TRAN MAINT & OPS BLDG	-	38,127	38,127	-
712-45-45xx	3851	C/O-TRAN MAINT & OPS SUP EQ	6,397	-	6,099	-
712-45-45xx	3852	C/O-TRAN ADMIN SUPPORT EQ	1,483	4,000	-	4,000
712-45-45xx	3853	C/O-TRAN DATA & COMM SYSTEM	-	-	-	4,000
712-45-45xx	3860	C/O-OFFICE EQUIPMENT	-	17,600	22,303	-
712-45-45xx	3884	C/O-DATA / COMM / ITS	34,938	136,400	136,400	-
712-45-45xx	3892	C/O-UNIVERSAL FARE SYSTEM	-	-	-	45,146
712-45-45xx	3894	C/O-CAPITALI/MAINT TIRES	(6,999,550)	-	-	-
711-45-45xx	3831	C/O-TRAN REV VEH PURCHASE	150,404	291,000	31,182	286,898
TRANSIT FUNDS CAPITAL TOTAL:			1,897,079	1,881,155	461,597	1,904,096

TRANSPORTATION DEPARTMENT (ALL DIVISIONS)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
210-45-45xx	3831	C/O-TRAN REV VEH PURCHASE	-	12,010	13,471	-
210-45-45xx	3833	C/O-TRAN MAJOR COMPON VEH	27,338	45,000	14,900	41,000
210-45-45xx	3841	C/O-TRAN MAINT & OPS BLDG	-	9,532	7,625	-
210-45-45xx	3851	C/O-TRAN MAINT & OPS SUP EQ	1,599	1,000	1,524	1,000
210-45-45xx	3852	C/O-TRAN ADMIN SUPPORT EQ	371	-	-	1,000
210-45-45xx	3860	C/O-OFFICE EQUIPMENT	-	4,400	5,576	-
210-45-45xx	3884	C/O-DATA / COMM / ITS	8,735	9,100	27,280	11,286
TRANSIT PROP A CAPITAL TOTAL:			38,043	81,042	70,376	54,286
227-45-4501	3995	INTER-FUND TRANSFER	66,400	85,420	85,420	106,000
227-45-4503	3841	C/O-TRAN MAINT & OPS BLDG	-	45,000	45,000	-
227-45-4503	3884	C/O-DATA / COMM / ITS	-	25,000	25,000	-
TRANSIT PROP C CAPITAL TOTAL:			66,400	155,420	155,420	106,000
213-45-4501	3990	INTER-FUND TRANSFER	34,000	30,000	30,000	30,000
AQMD FUND TRANSFER SUBTOTAL:			34,000	30,000	30,000	30,000
TRANSIT TOTAL (ALL FUNDS):			13,235,947	13,846,856	11,637,431	13,627,844

TRANSIT ADMINISTRATION ACTIVITY DETAIL

Account Number	Description	Cost
2080	<u>Contract Services - Non-Classified:</u> Graphic Design 15,000 NTD Triennial Sampling Requirement (Passenger Miles Traveled) 15,000 Transportation Planning (Line x Line Analysis) 51,500 Title VI Program 8,500	\$ 90,000
2110	<u>Conferences & Meetings:</u> American Public Transit Association, CalAct, California Transit Association, Federal Transit Administration, Legislative Meetings, Miscellaneous Staff Travel Expenses, NTI Grants Management Seminars, Safety Meetings, etc.	8,000
2111	<u>Memberships:</u> American Public Transportation Association 20,000 California Association for Coordinated Transportation 400 California Transit Association 7,500 California Association for Public Purchasing Officers 300	28,200
2140	<u>Office Supplies:</u> Paper, Toner, Forms, Files, Folders, Labels, Pens, etc.	8,500

TRANSIT ADMINISTRATION
ACTIVITY DETAIL

Account Number	Description	Cost
2161	<u>Administrative Costs:</u> City Hall Administrative Personnel	510,262
2250	<u>Training:</u> Staff Seminars and Development Works	5,000

Budget Program:

Transit - Administration 710-45-4500

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
Director of Transportation (a)	0.50	0.50	69,522	71,608	Office Assistant I	3926	3094	2	82,815	67,944
Manager of Strategic Planning & Administrative Services (a)	0.50	0.50	53,226	54,823						
Senior Management Analyst (b)	1.75	0.75	128,125	59,727						
Management Analyst	0.00	1.00	-	59,561						
Payroll Personnel Technician	1.00	1.00	63,819	65,730						
Office Assistant III	1.00	1.00	59,193	60,972						
Office Assistant II	0.70	1.00	33,827	49,774						
Office Assistant I	2.00	2.00	84,567	87,101						
Customer Service Assistant (c)	1.00	0.70	48,324	34,842						
(a) 50% Equipment Maintenance										
(b) 25% Equipment Maintenance										
(c) 30% Transportation Center										
TOTAL	8.45	8.45	540,603	544,138	TOTAL	3,926	3,094	2	82,815	67,944

TRANSPORTATION - Administration (4500)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
710-45-4500	1020	REG SALARIES & WAGES	493,903	540,603	467,807	544,138
710-45-4500	1030	PART TIME WAGES	73,039	82,815	61,783	67,944
710-45-4500	1040	OVERTIME SALARY & WAGES	1,330	1,000	2,132	1,000
710-45-4500	1045	COMP TIME PAY	-	600	-	600
710-45-4500	1048	MEDICAL OPT-OUT-GEN. UNIT	3,600	4,800	8,678	14,400
710-45-4500	1049	BILINGUAL/CERTIFICAT PAY	2,075	1,950	2,181	2,405
710-45-4500	1052	AUTO ALLOWANCE	2,400	2,400	2,420	2,400
710-45-4500	1060	PAID SICK LEAVE	6,066	6,154	6,154	4,000
710-45-4500	1065	ACCRUED PAID VACATION	14,171	12,844	12,844	11,500
710-45-4500	1070	PAID SICK LEAVE ON TERMIN	1,575	-	-	-
710-45-4500	1078	MANAGEMENT BENEFIT 401A	3,643	3,846	3,841	3,962
710-45-4500	1080	MEDICARE	7,699	9,665	8,321	9,527
710-45-4500	1081	MGMT BENEFIT/MEDICAL	11,617	12,104	9,895	6,844
710-45-4500	1082	PERS-EMPLOYEES' PORTION	39,625	41,242	37,599	33,534
710-45-4500	1083	PERS-EMPLOYER'S PORTION	88,475	101,688	88,400	111,375
710-45-4500	1085	LIFE INSURANCE	1,527	1,695	1,652	1,783
710-45-4500	1086	EMPLOYEES' PHYSICALS	-	200	-	200
710-45-4500	1088	LONG-TERM DISABILITY	5,260	5,461	4,973	5,496
710-45-4500	1090	MEDICAL INS - FT EMPL	52,634	64,611	42,921	48,079
710-45-4500	1091	DENTAL INS - FT EMPL	9,640	11,189	7,613	8,381

TRANSPORTATION - Administration (4500)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
710-45-4500	1092	VISION INS - FT EMPL	1,189	1,394	997	1,089
710-45-4500	1093	MEDICAL INS - PT EMPLOYEES	3,910	5,520	2,753	2,800
710-45-4500	1094	DENTAL INS- PT EMPL	933	1,747	350	400
710-45-4500	1095	MEDICAL INS - RETIREES	50,552	55,628	49,675	52,900
710-45-4500	1096	UNEMPLOYMENT INSURANCE	-	864	-	338
710-45-4500	1097	WORKERS' COMPENSATION	12,948	11,958	11,964	10,891
PERSONNEL EXPENDITURES:			887,811	981,978	834,954	945,986

TRANSPORTATION - Administration (4500)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
710-45-4500	2050	PUBLICATIONS	-	500	325	500
710-45-4500	2056	CLASSIFIED ADVERTISING	7,761	5,000	5,000	6,500
710-45-4500	2057	PROMOTIONAL ADVERTISING	-	500	500	500
710-45-4500	2080	CONTRACT SVC/NON-CLASS	33,690	20,000	20,000	90,000
710-45-4500	2086	LEGAL SERVICES	-	500	500	500
710-45-4500	2090	EQUIP MTCE & SUPPLIES	-	500	500	500
710-45-4500	2100	UTILITIES	1,276	1,500	1,150	2,800
710-45-4500	2110	CONFERENCES & MEETINGS	5,259	8,000	8,000	8,000
710-45-4500	2111	MEMBERSHIPS	26,696	27,000	27,294	28,200
710-45-4500	2114	GRANT EXPENSES	-	1,000	1,000	500
710-45-4500	2130	OFFICE EQPT MTCE	1,422	1,000	1,000	1,000
710-45-4500	2140	OFFICE SUPPLIES	9,126	8,500	8,500	8,500
710-45-4500	2141	POSTAGE	1,040	1,500	1,500	1,500
710-45-4500	2159	SECTION 15 SURVEY	-	15,000	-	-
710-45-4500	2160	SPECIAL FEES & SERVICES	61	-	-	-
710-45-4500	2161	ADMINISTRATIVE COSTS	458,130	495,400	495,400	510,262
710-45-4500	2166	SPEC FEE-LOBBYIST WASH DC	-	500	500	500

TRANSPORTATION - Administration (4500)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
710-45-4500	2170	SPECIAL MAT'LS-SUPPLIES	27,041	37,000	37,000	39,000
710-45-4500	2190	TELEPHONE & FAX	12,934	12,600	12,600	12,600
710-45-4500	2192	INTERNET, ISDN DSL SERVICE	-	-	-	1,400
710-45-4500	2240	DUPLICATING SERVICE CHG	-	500	250	500
710-45-4500	2250	TRAINING EXPENSE	1,983	12,000	12,000	5,000
710-45-4500	2400	AUDIT FEES	6,865	7,630	7,630	7,630
710-45-4500	2450	LIAB, FIRE & OTHER INS.	935,455	669,144	669,144	665,126
710-45-4500	2490	BANK SERVICE CHARGES	2,403	2,600	2,600	2,600
OPERATING EXPENDITURES:			1,531,143	1,327,874	1,312,393	1,393,618
TRANSIT: ADMINISTRATION TOTAL (4500):			2,418,954	2,309,852	2,147,347	2,339,604

TRANSIT OPERATIONS

ACTIVITY DETAIL

Account Number	Description	Cost
2080	<u>Contract Services - Non-Classified:</u> DAR & Sub regional Taxi Voucher Services Special Service Orders & Charters St, Louis MRO (Drug/Alcohol Lab) Performance Ride Checks Run-Cutting & Scheduling DAR Advance Reservations Provider	35,000 3,000 6,500 5,000 7,500 415,065
2110	<u>Conferences & Meetings:</u> American Public Transit Association California Transit Association Miscellaneous Staff Travel Expenses	\$ 472,065 1,500 500 500
2140	<u>Office Supplies:</u> Paper, Toner, Forms, Files, Folders, Labels, Pens, etc.	5,000
2160	<u>Special Fees & Services:</u> Money counting (Fare Revenue)	20,000
2170	<u>Special Materials & Supplies:</u> TAP Card Supplies Taxi Vouchers Zee Medical (Operations & Dispatch)	1,000 1,000 3,000
2250	<u>Training:</u> CDL Training Five Start Rodeo/National State Certified Compliance Training Materials Training Aids/Materials	2,500 4,500 1,500 1,500

Budget Program: Transit - Operations 710-45-4501

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
Manager of Transit Operations	1.00	1.00	102,510	105,591	Coach Operators - On Call	50,153	49,400	38	1,082,938	1,027,025
Transit Safety & Training Coordinator	1.00	1.00	76,757	79,055	Coach Operator Trainee	-	1,618	6	-	15,000
Senior Transit Operations Supervisor	1.00	-	76,757	-						
Transit Operations Supervisor	4.00	7.00	253,126	454,601						
Dispatcher	2.00	-	110,454	-						
Office Assistant II	1.00	-	48,324	-						
Transit Admin Specialist	-	1.00	-	52,666						
Subtotal Regular Salaries:	10.00	10.00	667,928	691,913						
Coach Operator	30.00	30.00	1,609,316	1,634,066						
TOTAL	40.00	40.00	2,277,244	2,325,979	TOTAL	50,153	51,018	44	1,082,938	1,042,025

TRANSPORTATION - Operations (4501)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
710-45-4501	1020	REG SALARIES & WAGES	600,092	674,998	611,170	691,913
710-45-4501	1021	REG SALARIES & WAGES-BUS OPERATORS	1,135,617	1,609,316	1,291,226	1,634,066
710-45-4501	1030	PART TIME WAGES	96,607	-	57,211	15,000
710-45-4501	1031	PART TIME WAGES-BUS OPERATORS	1,264,355	1,082,938	1,129,752	1,027,025
710-45-4501	1040	OVERTIME SALARY & WAGES	12,009	10,000	16,400	10,000
710-45-4501	1041	OVERTIME WAGES-BUS OPERATORS	34,864	35,000	50,104	28,000
710-45-4501	1046	B.O.- TRAINEE TRAINING	337	-	-	-
710-45-4501	1049	BILINGUAL/CERTIFICAT PAY	17,475	17,550	16,675	16,250
710-45-4501	1055	HOLIDAY PAY	10,578	22,170	10,313	12,170
710-45-4501	1060	PAID SICK LEAVE	8,083	13,116	13,116	8,500
710-45-4501	1065	ACCRUED PAID VACATION	11,912	12,142	12,142	23,000
710-45-4501	1066	COMPENSATED ABSENCES	10,100	-	-	-
710-45-4501	1070	PAID SICK LEAVE ON TERMIN	8,626	7,500	112	7,500
710-45-4501	1074	EMPLOYEE'S AWARDS	879	1,000	2,679	2,500
710-45-4501	1078	MANAGEMENT BENEFIT 401A	2,011	2,051	2,045	2,112
710-45-4501	1080	MEDICARE	42,988	50,658	46,631	50,589
710-45-4501	1081	MGMT BENEFIT/MEDICAL	6,396	6,734	5,007	2,462
710-45-4501	1082	PERS - EMPLOYEES' PORTION	139,290	159,628	154,351	129,605
710-45-4501	1083	PERS - EMPLOYER'S PORTION	316,491	428,344	362,898	476,074
710-45-4501	1084	EMPLOYEE' BENEFITS-UNIFORMS	6,358	7,500	4,473	7,500
710-45-4501	1085	LIFE INSURANCE	6,272	7,145	6,158	6,569
710-45-4501	1086	EMPLOYEES' PHYSICALS	5,918	8,000	5,525	8,000
710-45-4501	1088	LONG-TERM DISABILITY INSURANCE	18,277	23,003	18,734	23,481

TRANSPORTATION - Operations (4501)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
710-45-4501	1090	MEDICAL INS - FT EMPLOYEES	283,035	364,385	285,013	308,124
710-45-4501	1091	DENTAL INS - FT EMPLOYEES	37,940	51,592	36,957	46,466
710-45-4501	1092	VISION INS - FT EMPLOYEES	5,315	6,836	5,427	6,709
710-45-4501	1093	MEDICAL INS - PT EMPLOYEES	83,950	82,800	61,293	58,800
710-45-4501	1094	DENTAL INS - PT EMPLOYEES	32,046	32,147	27,895	27,000
710-45-4501	1095	MEDICAL INS - RETIREES	204,835	211,710	207,480	244,800
710-45-4501	1096	UNEMPLOYMENT INSURANCE	67,108	51,046	40,623	64,034
710-45-4501	1097	WORKER'S COMPENSATION	773,952	924,619	924,612	888,491
710-45-4501	1098	OPEB-FUTURE FTE RETIREES UNFUNDED LIABILITY	354,227	-	-	-
PERSONNEL EXPENDITURES:			5,597,944	5,903,928	5,406,021	5,826,740

TRANSPORTATION - Operations (4501)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
710-45-4501	2050	PUBLICATIONS	-	500	500	500
710-45-4501	2080	CONTRACT SVC/NON-CLASS	414,911	473,071	473,071	472,065
710-45-4501	2090	EQUIP MTCE & SUPPLIES	6,328	3,000	3,000	3,000
710-45-4501	2100	UTILITIES	27,961	29,600	24,070	25,800
710-45-4501	2110	CONFERENCES & MEETINGS	201	2,000	2,000	2,500
710-45-4501	2130	OFFICE EQPT MTCE	958	1,000	1,000	1,000
710-45-4501	2140	OFFICE SUPPLIES	6,070	5,000	5,000	5,000
710-45-4501	2141	POSTAGE	22	200	200	200
710-45-4501	2150	RENTAL EXPENSE	45,675	23,550	23,550	-
710-45-4501	2160	SPECIAL FEES & SERVICES	19,982	20,000	20,000	20,000
710-45-4501	2170	SPECIAL MAT'LS-SUPPLIES	1,542	5,000	5,000	5,000
710-45-4501	2190	TELEPHONE & FAX	2,125	2,000	2,000	2,400
710-45-4501	2240	DUPLICATING SERVICE CHG	1,091	1,000	1,000	1,000
710-45-4501	2250	TRAINING EXPENSE	5,044	11,000	11,000	10,000
OPERATING EXPENDITURES:			531,909	576,921	571,391	548,465
TRANSIT FUND: OPERATIONS TOTAL (4501):			6,129,853	6,480,849	5,977,412	6,375,205

TRANSPORTATION - Operations (4501)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
213-45-4501	3990	INTER-FUND TRANSFER-COMMUTER BENEFITS	34,000	30,000	30,000	30,000
		AQMD FUND TRANSFER SUBTOTAL:	34,000	30,000	30,000	30,000
227-45-4501	3995	INTER-FUND TRANSFER	66,400	85,420	85,420	106,000
		PROP C TRANSFER SUBTOTAL:	66,400	85,420	85,420	106,000
ALL FUNDS: OPERATIONS TOTAL (4501):			6,230,253	6,596,269	6,092,832	6,511,205

TRANSPORTATION - Capital Outlay (4503)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
712-45-4503	2990	DEPRECIATION EXPENSE	1,674,635	-	7,900	-
712-45-4503	2992	DEPRECIATION EXPENSE - PARTS	-	-	417	-
712-45-4503	3831	C/O-TRAN REV VEH PURCHASE	6,919,418	1,212,040	151,820	1,400,052
712-45-4503	3833	C/O-TRAN MAJOR COMPON VEH	109,354	180,000	65,361	164,000
712-45-4503	3841	C/O-TRAN MAINT & OPS BLDG	-	38,127	38,127	-
712-45-4503	3851	C/O-TRAN MAINT & OPS SUP EQ	6,397	-	6,099	-
712-45-4503	3852	C/O-TRAN ADMIN SUPPORT EQ	1,483	4,000	-	4,000
712-45-4503	3853	C/O-TRAN DATA & COMM SYSTEM	-	-	-	4,000
712-45-4503	3860	C/O-OFFICE EQUIPMENT	-	17,600	22,303	-
712-45-4503	3884	C/O-DATA / COMM / ITS	34,938	136,400	136,400	-
712-45-4503	3892	C/O-UNIVERSAL FARE SYSTEM	-	-	-	45,146
712-45-4503	3894	CAPITALIZED PURCHASES	(6,999,550)	-	-	-
TRANSIT CAPITAL TOTAL:			1,746,675	1,588,167	428,427	1,617,198
711-45-4503	3831	C/O-TRAN REV VEH PURCHASE	150,404	291,000	31,182	286,898
711-45-4503	3840	C/O-TRAN BUILDINGS & IMPRVMT	-	-	-	-
TRANSIT PROP 1B CAPITAL TOTAL:			150,404	291,000	31,182	286,898

TRANSPORTATION - Capital Outlay (4503)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
210-45-4503	3831	C/O-TRAN REV VEH PURCHASE	-	12,010	13,471	-
210-45-4503	3833	C/O-TRAN MAJOR COMPON VEH	27,338	45,000	14,900	41,000
210-45-4503	3841	C/O-TRAN MAINT & OPS BLDG	-	9,532	7,625	-
210-45-4503	3851	C/O-TRAN MAINT & OPS SUP EQ	1,599	1,000	1,524	1,000
210-45-4503	3852	C/O-TRAN ADMIN SUPPORT EQ	371	-	-	1,000
210-45-4503	3860	C/O-OFFICE EQUIPMENT	-	4,400	5,576	-
210-45-4503	3884	C/O-DATA / COMM / ITS	8,735	9,100	27,280	11,286
TRANSIT PROP A CAPITAL TOTAL:			38,043	81,042	70,376	54,286
227-45-4503	3841	C/O-TRAN MAINT & OPS BLDG	-	45,000	45,000	-
227-45-4503	3884	C/O-DATA / COMM / ITS	-	25,000	25,000	-
TRANSIT PROP C CAPITAL TOTAL:			-	70,000	70,000	-
TOTAL CAPITAL OUTLAY EXPENDITURES:			1,935,122	2,030,209	599,985	1,958,382

TRANSPORTATION - EM:Admin (4502)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
(ALLOCATION OF 79.5% FROM EQUIPMENT MAINTENANCE - ADMIN 736-45-4502)						
710-45-4502	1020A	REG SALARIES & WAGES	192,638	112,952	109,431	116,340
710-45-4502	1040A	OVERTIME SALARY & WAGES	-	1,988	-	1,988
710-45-4502	1048A	MEDICAL OPT-OUT-GEN. UNIT	996	-	962	-
710-45-4502	1049A	BI-LINGUAL/CERTIFICAT PAY	190	-	-	-
710-45-4502	1052A	AUTO ALLOWANCE	1,992	1,908	1,904	1,908
710-45-4502	1060A	PAID SICK LEAVE	2,487	2,551	2,551	2,385
710-45-4502	1065A	ACCRUED PAID VACATION	6,819	6,874	6,874	5,565
710-45-4502	1078A	MANAGEMENT BENEFIT 401A	3,024	3,058	3,054	3,150
710-45-4502	1080A	MEDICARE	3,114	1,970	1,879	1,938
710-45-4502	1081A	MGMT BENEFIT/MEDICAL	9,642	9,623	7,867	5,441
710-45-4502	1082A	PERS-EMPLOYEES' PORTION	15,330	9,038	8,754	8,145
710-45-4502	1083A	PERS-EMPLOYER'S PORTION	34,233	21,246	20,583	23,813
710-45-4502	1085A	LIFE INSURANCE	693	438	403	452
710-45-4502	1088A	LONG-TERM DISABILITY	2,123	1,141	1,314	1,175
710-45-4502	1090A	MEDICAL INS - FT EMPL	14,944	4,889	4,303	4,923
710-45-4502	1091A	DENTAL INS - FT EMPL	3,494	1,156	997	1,111
710-45-4502	1092A	VISION INS - FT EMPL	513	278	261	281
710-45-4502	1096A	UNEMPLOYMENT INSURANCE	-	180	-	72
710-45-4502	1097A	WORKERS' COMPENSATION	4,542	2,499	2,500	2,329
PERSONNEL EXPENDITURES:			296,774	181,788	173,636	181,016

TRANSPORTATION - EM:Admin (4502)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
(ALLOCATION OF 79.5% FROM EQUIPMENT MAINTENANCE - ADMIN 736-45-4502)						
710-45-4502	2130	OFFICE EQPT MTCE	-	199	199	239
710-45-4502	2140	OFFICE SUPPLIES	728	994	994	994
710-45-4502	2141	POSTAGE	-	199	199	199
710-45-4502	2190	TELEPHONE & FAX	1,498	1,431	1,431	1,352
710-45-4502	2240	DUPLICATING SERVICE CHG	-	199	-	199
710-45-4502	2250	TRAINING EXPENSE	-	1,590	1,590	795
OPERATING EXPENDITURES:			2,226	4,611	4,412	3,778
TRANSIT: EM ADMIN TOTAL (4502) :			299,000	186,399	178,049	184,794

TRANSPORTATION - EM: Vehicle (4520)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
(ALLOCATION OF 79.5% FROM EQUIPMENT MAINTENANCE - VEHICLE MAINT 736-45-4520)						
710-45-4520	1020A	REG SALARIES & WAGES	522,117	684,396	621,093	691,578
710-45-4520	1030A	PART TIME WAGES	61,560	191,827	110,207	167,581
710-45-4520	1040A	OVERTIME SALARY & WAGES	7,992	3,975	12,055	3,975
710-45-4520	1045A	COMP TIME PAY	51	-	-	-
710-45-4520	1048A	MEDICAL OPT-OUT-GEN. UNIT	10,881	10,876	7,311	7,250
710-45-4520	1049A	BILINGUAL/CERTIFICAT PAY	59	491	665	491
710-45-4520	1055A	HOLIDAY PAY	2,084	7,155	2,160	3,180
710-45-4520	1060A	PAID SICK LEAVE	1,880	4,892	4,892	5,088
710-45-4520	1065A	ACCRUED PAID VACATION	13,835	3,834	3,834	6,042
710-45-4520	1070A	PAID SICK LEAVE ON TERMIN	5,491	-	17,653	-
710-45-4520	1078A	MANAGEMENT BENEFIT 401A	924	1,306	1,270	1,413
710-45-4520	1080A	MEDICARE	8,043	13,253	11,376	12,880
710-45-4520	1081A	MGMT BENEFIT/MEDICAL	3,689	6,016	4,678	2,753
710-45-4520	1082A	PERS-EMPLOYEES' PORTION	40,202	49,314	49,913	38,420
710-45-4520	1083A	PERS-EMPLOYER'S PORTION	94,251	128,734	117,353	141,552
710-45-4520	1084A	UNIFORM ALLOWANCE	60	3,180	88	3,180
710-45-4520	1085A	LIFE INSURANCE	1,196	1,555	1,501	1,666
710-45-4520	1086A	EMPLOYEES' PHYSICALS	935	2,385	1,251	2,385

TRANSPORTATION - EM: Vehicle (4520)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
(ALLOCATION OF 79.5% FROM EQUIPMENT MAINTENANCE - VEHICLE MAINT 736-45-4520)						
710-45-4520	1088A	LONG-TERM DISABILITY	5,275	6,910	6,096	6,986
710-45-4520	1090A	MEDICAL INS - FT EMPL	59,696	78,451	74,544	75,511
710-45-4520	1091A	DENTAL INS - FT EMPL	8,040	12,068	11,460	11,605
710-45-4520	1092A	VISION INS - FT EMPL	899	1,369	1,351	1,435
710-45-4520	1093A	MEDICAL INS - PT EMPL	2,731	2,194	2,189	2,226
710-45-4520	1094A	DENTAL INS - PT EMPL	1,062	1,110	1,108	1,431
710-45-4520	1095A	MEDICAL INSURANCE - RETIREES	111,927	110,903	112,913	117,819
710-45-4520	1096A	UNEMPLOYMENT INSURANCE	23,974	21,393	-	430
710-45-4520	1097A	WORKERS' COMPENSATION	115,526	95,866	95,868	98,008
PERSONNEL EXPENDITURES:			1,104,381	1,443,454	1,272,828	1,404,885

TRANSPORTATION - EM: Vehicle (4520)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
(ALLOCATION OF 79.5% FROM EQUIPMENT MAINTENANCE - VEHICLE MAINT 736-45-4520)						
710-45-4520	2050	PUBLICATIONS	-	3,816	3,816	3,816
710-45-4520	2080	CONTRACT SVC/NON-CLASS	7,701	19,875	-	19,067
710-45-4520	2090	EQUIP MTCE & SUPPLIES	304	398	398	477
710-45-4520	2100	UTILITIES	27,651	36,411	25,750	27,189
710-45-4520	2110	CONFERENCES & MEETINGS	8	2,385	2,385	2,385
710-45-4520	2111	MEMBERSHIPS	-	199	199	199
710-45-4520	2130	OFFICE EQUIPMENT MTCE	602	477	477	477
710-45-4520	2140	OFFICE SUPPLIES	527	795	795	795
710-45-4520	2141	POSTAGE	-	80	80	80
710-45-4520	2150	RENTAL EXPENSE	-	795	795	795
710-45-4520	2158	OTHER GOV'T AGENCIES FEES	1,280	9,143	9,143	9,143
710-45-4520	2160	SPECIAL FEES AND SERVICES	2,827	3,498	3,498	4,214
710-45-4520	2170	SPECIAL MAT'LS-SUPPLIES	14,482	27,825	27,825	31,800
710-45-4520	2180	SMALL TOOLS	1,061	3,975	3,975	3,975
710-45-4520	2220	VEHICLE MTCE & SUPPLIES	162	6,281	6,281	6,360
710-45-4520	2221	VEHICLE MTCE-PARTS & SERV	185,153	180,000	198,750	159,020
710-45-4520	2222	VEHICLE MTCE-FUEL & LUB	910,188	860,832	918,850	766,745
710-45-4520	2223	VEHICLE MTCE-TIRES & TUBE	-	1,590	1,590	1,590
710-45-4520	2224	ACCIDENT DAMAGES REPAIRS	19,184	31,800	31,800	51,675
710-45-4520	2250	TRAINING EXPENSE	1,652	3,000	-	2,385
710-45-4520	2990	DEPRECIATION EXPENSES	-	1,988	1,988	-
OPERATING EXPENDITURES:			1,172,782	1,195,161	1,238,392	1,092,187
TRANSIT: VEHICLE MAINT TOTAL (4520):			2,277,163	2,638,615	2,511,220	2,497,072

TRANSPORTATION - EM: Non-Vehicle (4801)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
(ALLOCATION OF 90% FROM EQUIPMENT MAINTENANCE - NON- VEHICLE MAINT 736-45-4801)						
710-45-4801	1020A	REG SALARIES & WAGES	29,795	40,781	36,890	41,213
710-45-4801	1040A	OVERTIME SALARY & WAGES	442	450	698	450
710-45-4801	1045A	COMP TIME PAY	3	-	-	-
710-45-4801	1048A	MEDICAL OPT-OUT-GEN. UNIT	621	648	436	648
710-45-4801	1049A	BILINGUAL/CERTIFICAT PAY	393	29	39	29
710-45-4801	1055A	HOLIDAY PAY	119	360	129	360
710-45-4801	1060A	PAID SICK LEAVE	107	292	292	360
710-45-4801	1065A	ACCRUED PAID VACATION	790	229	229	450
710-45-4801	1070A	PAID SICK LEAVE ON TERMIN	313	-	1,052	-
710-45-4801	1078A	MANAGEMENT BENEFIT 401A	53	78	76	85
710-45-4801	1080A	MEDICARE	415	627	581	632
710-45-4801	1081A	MGMT BENEFIT/MEDICAL	211	359	278	165
710-45-4801	1082A	PERS-EMPLOYEES' PORTION	2,324	2,946	2,965	2,296
710-45-4801	1083A	PERS-EMPLOYER'S PORTION	5,446	7,679	6,970	8,443
710-45-4801	1085A	LIFE INSURANCE	70	98	88	104
710-45-4801	1086A	EMPLOYEES' PHYSICALS	-	225	-	225
710-45-4801	1088A	LONG-TERM DISABILITY	307	411	362	415
710-45-4801	1090A	MEDICAL INS - FT EMPL	3,489	4,676	4,413	4,503
710-45-4801	1091A	DENTAL INS - FT EMPL	478	723	677	693
710-45-4801	1092A	VISION INS - FT EMPL	53	88	78	88
710-45-4801	1093A	MEDICAL INS -PT EMP	36	-	-	-
710-45-4801	1096A	UNEMPLOYMENT INSURANCE	-	65	-	26
710-45-4801	1097A	WORKERS' COMPENSATION	853	900	896	827
PERSONNEL EXPENDITURES:			46,317	61,662	57,147	62,012

TRANSPORTATION - EM: Non-Vehicle (4801)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
(ALLOCATION OF 90% FROM EQUIPMENT MAINTENANCE - NON- VEHICLE MAINT 736-45-4801)						
710-45-4801	2063	FACILITY MTCE SERVICES	2,307	2,700	2,700	2,700
710-45-4801	2080	CONTRACT SVC/NON-CLASS	-	-	27,000	49,557
710-45-4801	2090	EQUIP MTCE & SUPPLIES	19,436	18,000	18,000	19,818
710-45-4801	2158	OTHER GOV'T AGENCIES FEES	7,395	-	-	-
710-45-4801	2221	PARTS & SERVICES	-	2,250	2,250	2,250
710-45-4801	2250	TRAINING EXPENSE	-	900	900	450
OPERATING EXPENDITURES:			29,138	23,850	50,850	74,775
TRANSIT: NON-VEHICLE MAINT TOTAL (4801):			75,455	85,512	107,997	136,787

EQUIPMENT MAINTENANCE

ACTIVITIES AND OBJECTIVES

Description of Activities

The Equipment Maintenance Division of the Norwalk Transportation Department provides maintenance support to the City's fleet of vehicles and equipment. The City has a variety of vehicles and equipment that require ongoing/preventative maintenance including: buses, heavy duty vehicles, light trucks, passenger sedans and other pieces of equipment ranging from generators to power mowers. The Transportation Department is now operating gasoline/electric-powered hybrid buses as well as alternative fueled compressed Natural Gas (CNG) buses. The South Coast Air Quality Management District (SCAQMD) requires all NTS future bus acquisitions to be alternative fueled. NTS fueling facilities and maintenance building infrastructure upgrades are currently underway so as to support additional future CNG bus purchases. The Equipment Maintenance Division is responsible to ensure that the fleet is properly maintained in accordance with generally accepted industry standards and in compliance with all Federal, State and Local regulatory and vehicle manufacturer's specifications. The Equipment Maintenance division operates year-round, seven days a week.

Fiscal Year 2014-2015 Objectives

- The Transportation Department will continue to use Federal Transportation Administration (FTA) capital grant funds in the acquisition of associated maintenance items (such as major bus components and bus tire lease) and for a portion of preventive maintenance expenses.
- The Transportation Department will make needed improvements to the equipment maintenance yard; including new fueling capabilities and infrastructure for CNG buses (which is currently underway) and a bus wash system to assure compliance with all applicable environmental regulations. Parking plans are being developed to maximize the most efficient use of existing yard space, while remaining sensitivity to safety concerns. A contract was awarded to Clean Energy on September 3, 2013 for the design-build and maintenance of a complete "turn-key" CNG vehicle refueling station located at the Transportation and Public Services Facility including upgrades to the Vehicle Maintenance Facility with a methane detection system to accommodate the repair and maintenance of CNG buses, trucks and autos. Each of NTS' two fuel lanes will have a fueling dispenser and nozzle for CNG fixed route CNG buses. The CNG station will be capable of fast fueling thirty (30) CNG buses on an average of fifty five (55) Diesel Equivalent Gallons (DEG) per bus to 3,600 psi, temperature adjusted to seventy (70) degrees Fahrenheit in a five (5) hour period. The methane detection system shall minimize the risk to City personnel and facilities in the event of a release of gaseous natural gas from within the Vehicle Maintenance Facility. Project also consists of designing and installing a Fall Arrest System in service bays number 1, 2 and 3. Completion dates for the Facility Upgrades and CNG Station is scheduled for July 2014 and December 2014; respectively.
- The outdated and obsolete bus wash will be replaced with an automatic, touchless heavy-duty vehicle wash and water reclamation system. The proposed bus wash system will use less water, help to preserve the exterior finish and prolong the life of the buses. This will ultimately improve the overall appearance of the bus fleet along with providing long-term economic benefits to NTS (i.e. reduced sewer impact fees, lower monthly water & electric bills). More importantly, NTS is committed to conserving natural resource which is imperative to living in a clean and safe environment. The system will include recycling equipment to prevent the introduction of gray water into the sanitary sewer or storm water system.
- As a Division of the Norwalk Transportation Department, Equipment Maintenance will continue to work closely with all City of Norwalk Departments, to ensure that the highest quality of equipment maintenance service and support is provided. This includes accomplishment of the City's safety goals by following Injury Prevention Program Guidelines and providing ongoing health/safety training programs to the staff. Management staff will continue an ongoing comprehensive review of overall equipment maintenance procurement activities as it relates to fleet management policies and practices; the scheduled acquisition and replacement of tools and equipment; continuous materials, parts, and major component supplier relations; heavy and light duty tire management; fare collection; fleet maintenance system and the service, fueling and washing of vehicles and equipment.

EQUIPMENT MAINTENANCE (ALL DIVISIONS)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
736-45-xxxx	1020	REG SALARIES & WAGES	892,359	1,048,266	959,888	1,062,042
736-45-xxxx	1030	PART TIME WAGES	74,169	241,292	138,625	210,794
736-45-xxxx	1040	OVERTIME SALARY & WAGES	10,120	8,000	15,939	8,000
736-45-xxxx	1045	COMP TIME PAY	65	-	-	-
736-45-xxxx	1048	MEDICAL OPT-OUT-GEN. UNIT	15,000	14,400	10,890	9,840
736-45-xxxx	1049	BILINGUAL/CERTIFICAT PAY	738	650	881	650
736-45-xxxx	1052	AUTO ALLOWANCE	2,400	2,400	2,420	2,400
736-45-xxxx	1055	HOLIDAY PAY	2,643	9,400	2,861	4,400
736-45-xxxx	1060	PAID SICK LEAVE	5,380	9,687	9,687	9,800
736-45-xxxx	1065	ACCRUED PAID VACATION	25,763	13,723	13,723	15,100
736-45-xxxx	1066	COMPENSATED ABSENCES	(27,436)	-	-	-
736-45-xxxx	1070	PAID SICK LEAVE ON TERMIN	6,964	-	23,374	-
736-45-xxxx	1078	MANAGEMENT BENEFIT 401A	4,815	5,576	5,522	5,833
736-45-xxxx	1080	MEDICARE	13,876	19,845	17,318	19,341
736-45-xxxx	1081	MGMT BENEFIT/MEDICAL	16,296	20,070	16,089	10,490
736-45-xxxx	1082	PERS - EMPLOYEES' PORTION	69,336	76,671	77,090	61,123
736-45-xxxx	1083	PERS - EMPLOYER'SPORTION	160,513	197,186	181,249	217,387
736-45-xxxx	1084	EMPLOYEE' BENEFITS-OTHER	72	4,000	369	4,000
736-45-xxxx	1085	LIFE INSURANCE	2,355	2,616	2,494	2,780
736-45-xxxx	1086	EMPLOYEES' PHYSICALS	1,255	3,250	1,498	3,250
736-45-xxxx	1088	LONG-TERM DISABILITY INSURANCE	9,255	10,584	9,721	10,727
736-45-xxxx	1090	MEDICAL INS - FT EMPLOYEES	94,213	110,026	104,082	106,177
736-45-xxxx	1091	DENTAL INS - FT EMPLOYEES	14,427	17,437	16,420	16,765

EQUIPMENT MAINTENANCE (ALL DIVISIONS)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
736-45-xxxx	1092	VISION INS - FT EMPLOYEES	1,760	2,170	2,113	2,257
736-45-xxxx	1093	MEDICAL INS - PT EMPL	3,330	2,760	2,753	2,800
736-45-xxxx	1094	DENTAL INS - PT EMPL	1,280	1,396	1,393	1,800
736-45-xxxx	1095	MEDICAL INS - RETIREES	134,852	139,501	142,030	148,200
736-45-xxxx	1096	UNEMPLOYMENT INSURANCE	28,884	27,209	-	660
736-45-xxxx	1097	WORKER'S COMPENSATION	145,608	124,729	124,728	127,128
PERSONNEL EXPENDITURES:			1,710,290	2,112,844	1,883,159	2,063,744

EQUIPMENT MAINTENANCE (ALL DIVISIONS)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
736-45-xxxx	2050	PUBLICATIONS	1,635	4,800	4,800	4,800
736-45-xxxx	2063	FACILITY MTCE SERVICES	2,563	3,000	3,000	3,000
736-45-xxxx	2080	CONTRACT SVC/NON-CLASS	9,278	55,000	30,000	79,047
736-45-xxxx	2090	EQUIP MTCE & SUPPLIES	24,233	20,500	20,500	22,620
736-45-xxxx	2100	UTILITIES	36,434	45,800	32,130	34,200
736-45-xxxx	2110	CONFERENCES & MEETINGS	10	3,000	3,000	3,000
736-45-xxxx	2111	MEMBERSHIPS	-	250	250	250
736-45-xxxx	2130	OFFICE EQPT MTCE	726	850	550	900
736-45-xxxx	2140	OFFICE SUPPLIES	3,030	2,250	2,250	2,250
736-45-xxxx	2141	POSTAGE	219	350	350	350
736-45-xxxx	2150	RENTAL EXPENSE	-	1,000	1,000	1,000
736-45-xxxx	2158	OTHER GOV'T AGENCIES FEES	11,840	11,500	11,500	11,500
736-45-xxxx	2160	SPECIAL FEES & SERVICES	3,702	4,400	4,400	5,300
736-45-xxxx	2170	SPECIAL MAT'LS-SUPPLIES	22,133	35,000	35,000	40,000
736-45-xxxx	2180	SMALL TOOLS	1,278	5,000	5,000	5,000
736-45-xxxx	2190	TELEPHONE & FAX	1,871	1,800	1,800	1,700
736-45-xxxx	2220	VEHICLE MTCE & SUPPLIES	198	7,900	7,900	8,000
736-45-xxxx	2221	VEHICLE MTCE-PARTS & SERV	47,332	292,500	252,500	202,525

EQUIPMENT MAINTENANCE (ALL DIVISIONS)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
736-45-xxxx	2222	VEHICLE MTCE-FUEL & LUB	1,183,538	919,286	1,155,786	1,064,924
736-45-xxxx	2223	VEHICLE MTCE-TIRES & TUBE	1,174	2,000	2,000	2,000
736-45-xxxx	2224	ACCIDENT DEMAGES REPAIR	39,825	40,000	40,000	65,000
736-45-xxxx	2240	DUPLICATING SERVICE CHG	-	250	-	250
736-45-xxxx	2250	TRAINING EXPENSE	1,990	5,500	5,500	4,500
736-45-xxxx	2990	DEPRECIATION EXPENSES	6,529	-	-	-
736-45-xxxx	3894	CAPITALIZED PURCHASES	-	-	-	-
OPERATING EXPENDITURES:			1,399,538	1,461,936	1,619,216	1,562,116
EQUIPMENT MAINTENANCE FUND TOTAL			3,109,827	3,574,780	3,502,375	3,625,860

EQUIPMENT MAINTENANCE - ADMINISTRATION
ACTIVITY DETAIL

Account Number	Description	Cost
2140	<u>Office Supplies:</u> Paper, Toner, Forms, Files, Folders, Labels, Pens, etc.	\$ 1,250
2190	<u>Rental Expenses:</u> Telephone, Fax, Cell phones, etc.	1,700
2250	<u>Training:</u> Staff Seminars & Development	1,000

Budget Program: Equipment Maintenance - Administration 736-45-4502

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
Director of Transportation (a)	0.50	0.50	69,522	71,608						
Manager of Strategic Planning & Admin Services (a)	0.50	0.50	53,226	54,823						
Senior Management Analyst (b)	0.25	0.25	19,330	19,909						
(a) 50% Transit Administration										
(b) 75% Transit Administration										
TOTAL	1.25	1.25	142,078	146,340	TOTAL	-	-	-	-	-

EQUIPMENT MAINTENANCE - Administration (4502)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
(79.5 % CHARGED TO TRANSIT EM-ADMIN 710-45-4502 & 20.5 % ALLOCATED TO OTHER CITY DEPARTMENTS)						
736-45-4502	1020	REG SALARIES & WAGES	232,094	142,078	137,650	146,340
736-45-4502	1040	OVERTIME SALARY & WAGES	-	2,500	-	2,500
736-45-4502	1048	MEDICAL OPT-OUT-GEN. UNIT	1,200	-	1,210	-
736-45-4502	1049	BILINGUAL/CERTIFICAT PAY	229	-	-	-
736-45-4502	1052	AUTO ALLOWANCE	2,400	2,400	2,420	2,400
736-45-4502	1060	PAID SICK LEAVE	2,996	3,209	3,209	3,000
736-45-4502	1065	ACCRUED PAID VACATION	8,216	8,646	8,646	7,000
736-45-4502	1078	MANAGEMENT BENEFIT 401A	3,643	3,846	3,840	3,962
736-45-4502	1080	MEDICARE	3,752	2,478	2,364	2,437
736-45-4502	1081	MGMT BENEFIT/MEDICAL	11,617	12,104	9,896	6,844
736-45-4502	1082	PERS-EMPLOYEES' PORTION	18,470	11,368	11,012	10,245
736-45-4502	1083	PERS-EMPLOYER'S PORTION	41,245	26,725	25,891	29,953
736-45-4502	1085	LIFE INSURANCE	835	551	508	569
736-45-4502	1088	LONG-TERM DISABILITY	2,558	1,435	1,652	1,478
736-45-4502	1090	MEDICAL INS - FT EMPL	18,083	6,150	5,413	6,192
736-45-4502	1091	DENTAL INS - FT EMPL	4,210	1,454	1,254	1,398
736-45-4502	1092	VISION INS - FT EMPL	618	350	328	354
736-45-4502	1096	UNEMPLOYMENT INSURANCE	-	227	-	90
736-45-4502	1097	WORKERS' COMPENSATION	5,472	3,143	3,144	2,929
PERSONNEL EXPENDITURES:			357,638	228,664	218,434	227,691

EQUIPMENT MAINTENANCE - Administration (4502)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
(79.5 % CHARGED TO TRANSIT EM-ADMIN 710-45-4502 & 20.5 % ALLOCATED TO OTHER CITY DEPARTMENTS)						
736-45-4502	2130	OFFICE EQPT MTCE	-	250	250	300
736-45-4502	2140	OFFICE SUPPLIES	1,102	1,250	1,250	1,250
736-45-4502	2141	POSTAGE	-	250	250	250
736-45-4502	2190	TELEPHONE & FAX	1,871	1,800	1,800	1,700
736-45-4502	2240	DUPLICATING SERVICE CHG	-	250	-	250
736-45-4502	2250	TRAINING EXPENSE	-	2,000	2,000	1,000
OPERATING EXPENDITURES:			2,973	5,800	5,550	4,750
EQUIPMENT MAINTENANCE FUND:						
ADMINISTRATION TOTAL:			360,611	234,464	223,984	232,441

EQUIPMENT MAINTENANCE - VEHICLE MAINTENANCE
ACTIVITY DETAIL

Account Number	Description	Cost
2050	<u>Publications:</u> Updates for Modis Elite ALL DATA, Cummins Institute Cummins Cal Pacific Software Allison Software	1,559 500 2,100 641
2080	<u>Contract Services - Non-Classified:</u> Maintenance & Inspection Services Fuel Systems & EMS Support	4,510 19,474
2090	<u>Equipment Maintenance & Supplies:</u> Fire Extinguishers for Buses/Paratransits	600
2110	<u>Conferences & Meetings:</u> Century Bus Maintenance Forum American Public Transit Association California Transit Association Maintenance & Safety Meetings Municipal Equipment Maintenance Association Miscellaneous Staff Travel Expenses	500 500 500 500 500 500
2140	<u>Office Supplies:</u> Paper, Toner, Forms, Files Folders, Labels, Pens, etc.	1,000
2158	<u>Other Government Agency Fees:</u> AQMD Emission Fee LA County Fire CUPU Fee State Board of Equalization Tank Fees	600 2,500 8,400
		\$ 4,800 23,984 600 3,000 1,000 11,500

EQUIPMENT MAINTENANCE - VEHICLE MAINTENANCE
ACTIVITY DETAIL

Account Number	Description	Cost
2160	<u>Special Fees and Services:</u> Hazardous Materials Collection Service	5,300
2170	<u>Special Materials & Supplies:</u> Work Gloves, Rags, Protective Equipment, Automotive Parts & Supply, Bus cleaning; Turkish Towels, Graffiti Removal/wipes, Shop Cleaning/Custodial Supplies, Bus Decals, Anti-Seize, Welding Supplies, Misc. Tools, Equipment Parts, First Aid Medical Supplies, etc.	40,000
2220	<u>Maintenance & Supplies:</u> Parts/Service/Repair Fuel Management System Diagnostic Tools	1,500 6,500 8,000
2221	<u>Parts & Service:</u> Parts for Service-Vehicles, Service Repair (Small to Medium), Service Repair (Heavy Duty), Fixed Route Radio Service Repair, etc.	200,025
2222	<u>Fuel & Lube:</u> Diesel & Unleaded Fuel Cardlock System/Emergency Fuel Service Mutual Propane Compressed Natural Gas Fuel/Emergency Mobile Fueling	625,000 10,000 1,000 428,924 1,064,924

EQUIPMENT MAINTENANCE - VEHICLE MAINTENANCE
ACTIVITY DETAIL

Account Number	Description	Cost
2224	<u>Damage Repair:</u> Bus Body Damage Repair Small-Mid Size Auto Body Repair	40,000 25,000 65,000
2250	<u>Training:</u> Staff Seminars & Development, CDL Training, State Certified Compliance Training, Workshops & Training Aids/Materials, OCTA Maintenance Training Program, etc.	3,000

Budget Program: Equipment Maintenance - Vehicle Maintenance 736-45-4520

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
Fleet Maintenance Manager (a)	0.95	0.95	82,124	88,819	Equipment Service Helper	9,964	9,984	6	203,072	210,794
Lead Equipment Mechanic (a)	1.90	1.90	145,840	142,568	Mechanic Trainee	1,820	-	0	38,220	-
Mechanic (a)	8.55	8.55	536,003	536,075						
Storekeeper II	0.95	0.00	51,001	-						
Transit Admin Specialist (a)	0.00	0.95	-	55,163						
Office Assistant II (a)	0.95	0.95	45,908	47,285						
(a) 5% charged to Non-Vehicle Maintenance										
TOTAL	13.30	13.30	860,876	869,910	TOTAL	11,784	9,984	6	241,292	210,794

EQUIPMENT MAINTENANCE - VEHICLE MAINTENANCE (4520)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
(79.5 % CHARGED TO TRANSIT VEHICLE MAINTENANCE 710-45-4520 & 20.5 % ALLOCATED TO OTHER CITY DEPARTMENTS)						
736-45-4520	1020	REG SALARIES & WAGES	627,159	860,876	781,249	869,910
736-45-4520	1030	PART TIME WAGES	74,169	241,292	138,625	210,794
736-45-4520	1040	OVERTIME SALARY & WAGES	9,629	5,000	15,164	5,000
736-45-4520	1045	COMP TIME PAY	62	-	-	-
736-45-4520	1048	MEDICAL OPT-OUT-GEN. UNIT	13,110	13,680	9,196	9,120
736-45-4520	1049	BILINGUAL/CERTIFICAT PAY	71	618	837	618
736-45-4520	1055	HOLIDAY PAY	2,511	9,000	2,717	4,000
736-45-4520	1060	PAID SICK LEAVE	2,265	6,154	6,154	6,400
736-45-4520	1065	ACCRUED PAID VACATION	16,669	4,823	4,823	7,600
736-45-4520	1066	COMPENSATED ABSENCES	(27,436)	-	-	-
736-45-4520	1070	PAID SICK LEAVE ON TERMIN	6,616	-	22,205	-
736-45-4520	1078	MANAGEMENT BENEFIT 401A	1,114	1,643	1,598	1,777
736-45-4520	1080	MEDICARE	9,663	16,670	14,309	16,201
736-45-4520	1081	MGMT BENEFIT/MEDICAL	4,445	7,567	5,884	3,463
736-45-4520	1082	PERS - EMPLOYEES' PORTION	48,284	62,030	62,784	48,327
736-45-4520	1083	PERS - EMPLOYER'S PORTION	113,217	161,929	147,614	178,053
736-45-4520	1084	UNIFORM ALLOWANCE	72	4,000	369	4,000
736-45-4520	1085	LIFE INSURANCE	1,441	1,956	1,888	2,095
736-45-4520	1086	EMPLOYEES' PHYSICALS	1,255	3,000	1,498	3,000

EQUIPMENT MAINTENANCE - VEHICLE MAINTENANCE (4520)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
(79.5 % CHARGED TO TRANSIT VEHICLE MAINTENANCE 710-45-4520 & 20.5 % ALLOCATED TO OTHER CITY DEPARTMENTS)						
736-45-4520	1088	LONG-TERM DISABILITY INSURANCE	6,356	8,692	7,668	8,788
736-45-4520	1090	MEDICAL INS - FT EMPLOYEES	72,236	98,681	93,767	94,982
736-45-4520	1091	DENTAL INS - FT EMPLOYEES	9,687	15,180	14,414	14,597
736-45-4520	1092	VISION INS - FT EMPLOYEES	1,083	1,722	1,698	1,805
736-45-4520	1093	MEDICAL INS - PT EMPL	3,290	2,760	2,753	2,800
736-45-4520	1094	DENTAL INS - PT EMPL	1,280	1,396	1,393	1,800
736-45-4520	1095	MEDICAL INSURANCE - RETIREES	134,852	139,501	142,030	148,200
736-45-4520	1096	UNEMPLOYMENT INSURANCE	28,884	26,910	-	541
736-45-4520	1097	WORKER'S COMPENSATION	139,188	120,586	120,588	123,280
PERSONNEL EXPENDITURES:			1,301,172	1,815,665	1,601,227	1,767,151

EQUIPMENT MAINTENANCE - VEHICLE MAINTENANCE (4520)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
(79.5 % CHARGED TO TRANSIT VEHICLE MAINTENANCE 710-45-4520 & 20.5 % ALLOCATED TO OTHER CITY DEPARTMENTS)						
736-45-4520	2050	PUBLICATIONS	1,635	4,800	4,800	4,800
736-45-4520	2080	CONTRACT SVC/NON-CLASS	9,278	25,000	-	23,984
736-45-4520	2090	EQUIP MTCE & SUPPLIES	366	500	500	600
736-45-4520	2100	UTILITIES	36,434	45,800	32,130	34,200
736-45-4520	2110	CONFERENCES & MEETINGS	10	3,000	3,000	3,000
736-45-4520	2111	MEMBERSHIPS	-	250	250	250
736-45-4520	2130	OFFICE EQPT MTCE	726	600	300	600
736-45-4520	2140	OFFICE SUPPLIES	1,928	1,000	1,000	1,000
736-45-4520	2141	POSTAGE	219	100	100	100
736-45-4520	2150	RENTAL EXPENSE	-	1,000	1,000	1,000
736-45-4520	2158	OTHER GOV'T AGENCIES FEES	1,968	11,500	11,500	11,500
736-45-4520	2160	SPECIAL FEES & SERVICES	3,702	4,400	4,400	5,300
736-45-4520	2170	SPECIAL MAT'LS-SUPPLIES	22,133	35,000	35,000	40,000
736-45-4520	2180	SMALL TOOLS	1,278	5,000	5,000	5,000
736-45-4520	2220	VEHICLE MTCE & SUPPLIES	198	7,900	7,900	8,000
736-45-4520	2221	VEHICLE MTCE-PARTS & SERV	47,332	290,000	250,000	200,025
736-45-4520	2222	VEHICLE MTCE-FUEL & LUB	1,183,538	1,155,786	1,155,786	1,064,924

EQUIPMENT MAINTENANCE - VEHICLE MAINTENANCE (4520)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
(79.5 % CHARGED TO TRANSIT VEHICLE MAINTENANCE 710-45-4520 & 20.5 % ALLOCATED TO OTHER CITY DEPARTMENTS)						
736-45-4520	2223	VEHICLE MTCE-TIRES & TUBE	1,174	2,000	2,000	2,000
736-45-4520	2224	ACCIDENT DAMAGES REPAIRS	39,825	40,000	40,000	65,000
736-45-4520	2250	TRAINING EXPENSE	1,990	2,500	2,500	3,000
736-45-4520	2990	DEPRECIATION EXPENSES	6,529	-	-	-
OPERATING EXPENDITURES:			1,360,263	1,636,136	1,557,166	1,474,283
EQUIPMENT MAINTENANCE FUND						
VEHICLE MAINTENANCE TOTAL:			2,661,435	3,451,801	3,158,393	3,241,434

EQUIPMENT MAINTENANCE NON-VEHICLE MAINTENANCE
ACTIVITY DETAIL

Account Number	Description	Cost
2063	<u>Facility Maintenance Services:</u> Medical First Aid Kits 780 Underground Storage City Yard Tank Inspections 2,220	\$ 3,000
2080	<u>Contract Services - Non-Classified:</u> CNG Station Maintenance	55,063
2090	<u>Equipment Maintenance & Supplies:</u> Bus Washer Maintenance 3,000 Misc. Parts & Supplies 750 Fuel Tank/Pumps Maintenance Service Repair 5,550 Hydraulic Lift Maintenance 9,500 Inspections/Repairs Emergency Generator 1,110 Parts Washer Maintenance 1,000 Routine Pressure Washer Repair 1,110	22,020
2221	<u>Parts & Service:</u> Parts & Service Equipment	2,500
2250	<u>Training:</u> Staff Seminars & Development	500

Budget Program: Equipment Maintenance - Non-Vehicle Maintenance 736-45-4801

Full Time Positions

Part Time Positions

Position Title	FY 13-14	FY 14-15	FY 13-14	FY 14-15	Position Title	FY 13-14	FY 14-15	FY 14-15	FY 13-14	FY 14-15
	Adopted Allocation	Adopted Allocation	Budgeted Salary	Budgeted Salary		Hours	Hours	Number of PT Positions	Budgeted Wages	Budgeted Wages
Fleet Maintenance Manager (a)	0.05	0.05	4,327	4,678						
Lead Equipment Mechanic (a)	0.10	0.10	7,676	7,505						
Mechanic (a)	0.45	0.45	28,208	28,214						
Storekeeper II	0.05	0.00	2,685	-						
Transit Admin Specialist (a)	0.00	0.05	-	2,905						
Office Assistant II (a)	0.05	0.05	2,416	2,490						
(a) 95% charged to Equipment Maintenance Operations										
TOTAL	0.70	0.70	45,312	45,792	TOTAL	-	-	-	-	-

EQUIPMENT MAINTENANCE - Non-Vehicle (4801)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
(90 % CHARGED TO TRANSIT VEHICLE MAINTENANCE 710-45-4801 & 10 % ALLOCATED TO OTHER CITY DEPARTMENTS)						
736-45-4801	1020	REG SALARIES & WAGES	33,106	45,312	40,989	45,792
736-45-4801	1040	OVERTIME SALARY & WAGES	491	500	775	500
736-45-4801	1045	COMP TIME PAY	3	-	-	-
736-45-4801	1048	MEDICAL OPT-OUT-GEN. UNIT	690	720	484	720
736-45-4801	1049	BILINGUAL/CERTIFICAT PAY	437	33	44	33
736-45-4801	1055	HOLIDAY PAY	132	400	144	400
736-45-4801	1060	PAID SICK LEAVE	119	324	324	400
736-45-4801	1065	ACCRUED PAID VACATION	877	254	254	500
736-45-4801	1070	PAID SICK LEAVE ON TERMIN	348	-	1,169	-
736-45-4801	1078	MANAGEMENT BENEFIT 401A	59	87	84	94
736-45-4801	1080	MEDICARE	461	696	645	703
736-45-4801	1081	MGMT BENEFIT/MEDICAL	234	399	309	183
736-45-4801	1082	PERS-EMPLOYEES' PORTION	2,582	3,273	3,294	2,551
736-45-4801	1083	PERS-EMPLOYER'S PORTION	6,051	8,532	7,745	9,381
736-45-4801	1085	LIFE INSURANCE	78	109	98	116
736-45-4801	1086	EMPLOYEES' PHYSICALS	-	250	-	250
736-45-4801	1088	LONG-TERM DISABILITY	341	457	401	461
736-45-4801	1090	MEDICAL INS - FT EMPL	3,893	5,195	4,903	5,003
736-45-4801	1091	DENTAL INS - FT EMPL	531	803	752	770
736-45-4801	1092	VISION INS - FT EMPL	59	98	87	98
736-45-4801	1093	MEDICAL INS - PT EMPL	40	-	-	-
736-45-4801	1096	UNEMPLOYMENT INSURANCE	-	72	-	29
736-45-4801	1097	WORKERS' COMPENSATION	948	1,000	996	919
PERSONNEL EXPENDITURES:			51,480	68,514	63,497	68,902

EQUIPMENT MAINTENANCE - Non-Vehicle (4801)

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
(90 % CHARGED TO TRANSIT VEHICLE MAINTENANCE 710-45-4801 & 10 % ALLOCATED TO OTHER CITY DEPARTMENTS)						
736-45-4801	2063	FACILITY MTCE SERVICES	2,563	3,000	3,000	3,000
736-45-4801	2080	CONTRACT SVC/NON-CLASS	-	30,000	30,000	55,063
736-45-4801	2090	EQUIP MTCE & SUPPLIES	23,867	20,000	20,000	22,020
736-45-4801	2158	OTHER GOV'T AGENCIES FEES	9,872	-	-	-
736-45-4801	2221	PARTS & SERVICES	-	2,500	2,500	2,500
736-45-4801	2250	TRAINING EXPENSE	-	1,000	1,000	500
OPERATING EXPENDITURES:			36,302	56,500	56,500	83,083
EQUIPMENT MAINTENANCE FUND: NON-VEHICLE MAINTENANCE TOTAL:			87,782	125,014	119,997	151,985

Budget Program: Community Development - Family Self Sufficiency Grant, 6301

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
Housing Manager (a)	0.08	0.05	8,201	5,280						
Housing Specialist II(b)	0.20	0.25	12,860	16,556						
Housing Specialist I (c)	0.40	0.40	22,953	21,792						
(a) 50% Section 8, 30% CDBG, 10% HOME, 5% Housing Successor Agency										
(b) 75% Housing Authority										
(c) 60% Housing Authority										
TOTAL	0.68	0.70	44,014	43,628	TOTAL	-	-	-	-	-

ADVANCES TO THE HOUSING AUTHORITY

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
144-63-6301	1020	SALARIES & WAGES	25,897	44,014	28,802	43,628
144-63-6301	1049	BILINGUAL/CERTIFICAT PAY	53	130	106	130
144-63-6301	1060	PAID SICK LEAVE	-	-	3	-
144-63-6301	1065	ACCRUED PAID VACATION	-	300	300	200
144-63-6301	1078	MANAGEMENT BENEFIT 401A	139	165	76	106
144-63-6301	1080	MEDICARE	376	646	424	640
144-63-6301	1081	MGMT BENEFIT/MEDICAL	438	539	192	124
144-63-6301	1082	PERS - EMPLOYEES' PORTION	1,829	2,954	2,313	2,515
144-63-6301	1083	PERS - EMPLOYER PORTION	4,638	8,281	5,437	8,932
144-63-6301	1085	LIFE INSURANCE	85	130	103	132
144-63-6301	1088	LONG-TERM DISABILITY INSURANCE	269	445	338	440
144-63-6301	1090	MEDICAL INS - FT EMPLOYEES	4,084	6,631	4,997	5,942
144-63-6301	1091	DENTAL INS - FT EMPLOYEES	556	990	736	980
144-63-6301	1092	VISION INS - FT EMPLOYEES	72	118	86	115
144-63-6301	1096	UNEMPLOYMENT INSURANCE	-	70	-	27
144-63-6301	1097	WORKER'S COMPENSATION	1,008	973	972	873
FSS GRANT PROGRAM TOTAL:			39,444	66,386	44,885	64,784

ADVANCES TO THE HOUSING AUTHORITY

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
144-63-6302	1020	SALARIES & WAGES	323,457	308,590	294,877	281,059
144-63-6302	1049	BILINGUAL/CERTIFICAT PAY	1,247	1,170	1,190	1,170
144-63-6302	1060	PAID SICK LEAVE	-	-	42	-
144-63-6302	1065	ACCRUED PAID VACATION	-	2,512	2,512	1,600
144-63-6302	1078	MANAGEMENT BENEFIT 401A	1,862	1,374	1,297	1,056
144-63-6302	1080	MEDICARE	4,694	4,611	4,341	4,151
144-63-6302	1081	MGMT BENEFIT/MEDICAL	5,923	4,512	3,308	1,231
144-63-6302	1082	PERS - EMPLOYEES' PORTION	24,467	22,413	23,685	14,600
144-63-6302	1083	PERS - EMPLOYER PORTION	58,005	58,046	55,687	57,528
144-63-6302	1085	LIFE INSURANCE	1,145	1,033	984	786
144-63-6302	1088	LONG-TERM DISABILITY INSURANCE	3,241	3,117	3,009	2,839
144-63-6302	1090	MEDICAL INS - FT EMPLOYEES	49,128	48,180	47,030	45,052
144-63-6302	1091	DENTAL INS - FT EMPLOYEES	7,283	7,365	7,030	6,774
144-63-6302	1092	VISION INS - FT EMPLOYEES	919	877	843	818
144-63-6302	1095	MEDICAL INS - RETIREES	19,077	20,494	18,548	17,900
144-63-6302	1096	UNEMPLOYMENT INSURANCE	11,700	9,713	-	175
144-63-6302	1097	WORKER'S COMPENSATION	19,308	21,460	21,456	46,611
PERSONNEL EXPENDITURES:			531,456	515,467	485,839	483,350

ADVANCES TO THE HOUSING AUTHORITY

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
144-63-6302	2050	PUBLICATIONS	1,186	1,200	2,000	2,000
144-63-6302	2055	LEGAL ADVERTISING	305	500	188	400
144-63-6302	2080	CONTRACT SVC/NON-CLASS	19,963	65,600	62,000	65,200
144-63-6302	2081	CONTRACT SVC-SPECIAL STUDY	3,573	-	-	-
144-63-6302	2086	LEGAL SERVICES	-	-	2,000	2,000
144-63-6302	2100	UTILITIES	2,261	6,700	-	-
144-63-6302	2110	CONFERENCES & MEETINGS	1,510	5,000	2,000	5,000
144-63-6302	2111	MEMBERSHIPS	539	1,600	1,510	1,600
144-63-6302	2130	OFFICE EQUIPMENT MAINTENANCE	539	1,000	700	700
144-63-6302	2140	OFFICE SUPPLIES	11,674	8,000	4,600	7,000
144-63-6302	2141	POSTAGE	9,182	8,000	6,500	7,500
144-63-6302	2150	RENTAL EXPENSE	35,329	-	-	-
144-63-6302	2170	SPECIAL MATERIALS & SUPPLIES	591	500	200	500
144-63-6302	2190	TELEPHONE & FAX	4,500	3,400	3,400	3,500
144-63-6302	2220	VEHICLE MTCE & SUPPLIES	4,557	6,400	4,000	5,000
144-63-6302	2240	DUPLICATING SERVICE CHG	1,748	2,500	1,580	2,100
144-63-6302	2250	TRAINING EXPENSE	2,439	3,000	3,000	3,000
144-63-6302	2400	AUDIT FEES	4,100	3,650	3,650	4,500
144-63-6302	2490	BANK SERVICE CHARGE	176	180	499	200
OPERATING EXPENDITURES:			104,172	117,230	97,827	110,200

ADVANCES TO THE HOUSING AUTHORITY

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
144-63-6302	3860	OFFICE EQUIPMENT	-	14,700	16,282	-
CAPITAL OUTLAY EXPENDITURES:			-	14,700	16,282	-
144-63-6302	3990	INTER-FUND CHARGES- TO FUND 262	(675,072)	(713,783)	(644,832)	(658,334)
HOUSING AUTHORITY FUND TOTAL:			-	-	-	-

Budget Program:

The Successor Agency to the Housing Redevelopment, 6303

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
Housing Manager (a)	0.00	0.05	-	5,280						
Rehabilitation Specialist (b)	0.00	0.05	-	4,004						
(a) 50% Section 8, 30% CDBG, 10% HOME, 5% FSS Grant										
(b) 70% Resid. Rehab., 10% CDBG Admin, 15% HOME										
TOTAL	0.00	0.10	-	9,284	TOTAL	-	-	-	-	-

THE SUCCESSOR AGENCY TO THE HOUSING REDEVELOPMENT

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
146-63-6303	1020	REG SALARIES & WAGES	-	-	-	9,284
146-63-6303	1049	BILINGUAL/CERTIFICAT PAY	-	-	-	65
146-63-6303	1060	PAID SICK LEAVE	-	-	-	200
146-63-6303	1065	ACCRUED PAID VACATION	-	-	-	400
146-63-6303	1078	MANAGEMENT BENEFIT 401A	-	-	-	106
146-63-6303	1080	MEDICARE	-	-	-	147
146-63-6303	1081	MGMT BENEFIT/MEDICAL	-	-	-	124
146-63-6303	1082	PERS - EMPLOYEES' PORTION	-	-	-	651
146-63-6303	1083	PERS - EMPLOYER'S PORTION	-	-	-	1,901
146-63-6303	1085	LIFE INSURANCE	-	-	-	37
146-63-6303	1088	LONG TERM DISABILITY	-	-	-	93
146-63-6303	1090	MEDICAL INS - FT EMPLOYEES	-	-	-	1,115
146-63-6303	1091	DENTAL INS - FT EMPLOYEES	-	-	-	140
146-63-6303	1092	VISION INS - FT EMPLOYEES	-	-	-	26
146-63-6303	1096	UNEMPLOYMENT INSURANCE	-	-	-	5
146-63-6303	1097	WORKER'S COMPENSATION	-	-	-	186
PERSONNEL EXPENDITURES:			-	-	-	14,480

THE SUCCESSOR AGENCY TO THE HOUSING REDEVELOPMENT

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
146-63-6303	2080	CONTRACT SVC/NON-CLASS	-	-	-	28,000
146-63-6303	2140	OFFICE SUPPLIES	-	-	-	200
OPERATING EXPENDITURES:			-	-	-	28,200
ADVANCES TO SA-NRA ADMINISTRATION SUBTOTAL:			-	-	-	42,680
146-63-6303	3990	INTER-FUND TXF/OUT-(IN)	-	-	-	(42,680)
HOUSING-SA ADMINISTRATIVE ADVANCES FUND TOTAL:			-	-	-	-

Budget Program:

The Successor Agency to the Norwalk Redevelopment Agency

Full Time Positions

Part Time Positions

Position Title	FY 13-14 Adopted Allocation	FY 14-15 Adopted Allocation	FY 13-14 Budgeted Salary	FY 14-15 Budgeted Salary	Position Title	FY 13-14 Adopted Hours	FY 14-15 Adopted Hours	FY 14-15 Number of PT Positions	FY 13-14 Budgeted Wages	FY 14-15 Budgeted Wages
City Manager/Executive Director (a)	0.20	0.20	43,700	43,700						
Director of Finance/City Treasurer (b)	0.20	0.20	26,815	28,642						
City Clerk (c)	0.20	0.20	27,809	28,643						
Controller/Deputy Treasurer (d)	0.10	0.10	8,758	9,021						
Executive Secretary	0.15	0.00	10,061	-						
Senior Accountant (e)	0.15	0.15	11,598	11,946						
(a) 72% Admin, 3% CDBG, 5% Water										
(b) 65% Finance; 10% CDBG; 5% Water										
(c) 80% City Clerk										
(d) 70% Finance, 10% Sewer, 10% Water										
(e) 75% Finance, 10% CDBG										
TOTAL	1.00	0.85	128,741	121,952	TOTAL	-	-	-	-	-

ADVANCES TO THE SUCCESSOR AGENCY TO NORWALK REVELOPMENT AGENCY

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
145-63-6303	1020	REG SALARIES & WAGES	159,227	128,741	123,867	121,952
145-63-6303	1048	MEDICAL OPT-OUT-GEN. UNIT	720	720	726	720
145-63-6303	1049	BILINGUAL/CERTIFICAT PAY	149	650	43	-
145-63-6303	1052	AUTO ALLOWANCE	3,450	2,400	2,420	2,400
145-63-6303	1053	EXPENSE ALLOWANCE	341	-	-	-
145-63-6303	1054	CELLPHONE ALLOWANCE	35	-	-	-
145-63-6303	1060	PAID SICK LEAVE	2,011	2,983	2,983	2,500
145-63-6303	1065	ACCRUED PAID VACATION	3,599	4,663	4,663	8,000
145-63-6303	1078	MANAGEMENT BENEFIT 401A	6,024	4,862	4,900	4,973
145-63-6303	1080	MEDICARE	2,571	2,158	2,051	2,038
145-63-6303	1081	MGMT BENEFIT/MEDICAL	8,381	8,060	6,712	5,003
145-63-6303	1082	PERS - EMPLOYEES' PORTION	12,747	10,301	9,913	8,539
145-63-6303	1083	PERS - EMPLOYER'S PORTION	28,459	24,218	23,306	24,963
145-63-6303	1085	LIFE INSURANCE	500	500	399	474
145-63-6303	1088	LONG TERM DISABILITY	2,296	1,300	1,643	1,231
145-63-6303	1090	MEDICAL INS - FT EMPLOYEES	8,645	6,573	5,347	3,912
145-63-6303	1091	DENTAL INS - FT EMPLOYEES	1,346	1,237	1,096	979
145-63-6303	1092	VISION INS - FT EMPLOYEES	312	267	252	249
145-63-6303	1096	UNEMPLOYMENT INSURANCE	-	206	-	76
145-63-6303	1097	WORKER'S COMPENSATION	3,948	2,849	2,844	2,441
PERSONNEL EXPENDITURES:			244,761	202,689	193,165	190,450

ADVANCES TO THE SUCCESSOR AGENCY TO NORWALK REVELOPMENT AGENCY

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	Estimated FY 13-14 ACTUAL	FY 14-15 ADOPTED BUDGET
145-63-6303	2080	CONTRACT SVC/NON-CLASS	5,954	30,000	12,707	18,000
145-63-6303	2110	CONFERENCES & MEETINGS	45	800	-	1,000
145-63-6303	2111	MEMBERSHIPS	1,750	1,750	-	2,000
145-63-6303	2140	OFFICE SUPPLIES	-	1,000	-	940
145-63-6303	2141	POSTAGE	-	500	-	200
145-63-6303	2490	BANK SERVICES CHARGES	-	-	78	200
145-63-6303	2240	DUPLICATING SERVICE CHG	328	500	410	500
145-63-6303	2400	AUDIT FEES	9,833	7,000	7,000	7,000
OPERATING EXPENDITURES:			17,910	41,550	20,195	29,840
ADVANCES TO SA-NRA ADMINISTRATION SUBTOTAL:			262,671	244,239	213,360	220,290
145-63-6303	3990	INTER-FUND TXF/OUT-(IN)	(262,671)	(244,239)	(213,360)	(220,290)
SA-NRA ADMINISTRATIVE ADVANCES FUND TOTAL:			-	-	-	-

**CITY OF NORWALK
2020 VISION: STRATEGIC ACTION PLAN**

**Budget Year 2013-2014 (FY13/14) Objective Performance Tracker
Actions Approved by the City Council are Reflected in BOLD**

OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
<i>CORE STRATEGY 1: Provide Exceptional Public Safety</i>		
1.	To ensure a safe, secure and vibrant community, the City will implement comprehensive law enforcement programs that build strong relationships with stakeholders, increase citizen engagement, and utilize innovative technology	Resolution No. 14-09 - Budget Amendment - Allocating additional funding for a Citizen Reward and authorizing the offer of a monetary reward in a homicide case (Council Meeting 2/18/14)
1.A.1	Provide ongoing feedback opportunities through comment cards	Comment Box and forms are available at the social and senior services front desk. Surveys are conducted after every Tour, some special events, and in March a survey was conducted on the Movie Madness Program
1.A.1	Provide ongoing feedback opportunities through comment cards and surveys	Initiated process of contacting residents and businesses impacted by incidents (crime scenes, containments, disasters) to gather comments and concerns to be evaluated for improvement. Draft comment cards and surveys are being developed
1.A.2	Enhance the Department of Public Safety's outreach and communications efforts with community members and stakeholders	Initiation of quarterly Public Safety Neighborhood Watch meetings and annual Emergency Preparedness Workshops held at the Senior Center
1.C.2		

**CITY OF NORWALK
2020 VISION: STRATEGIC ACTION PLAN**

**Budget Year 2013-2014 (FY13/14) Objective Performance Tracker
Actions Approved by the City Council are Reflected in BOLD**

OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
1.A.2 1.C.2	<p>Enhance the Department of Public Safety's outreach and communications efforts with community members and stakeholders</p> <p>Create additional opportunities for youth in City sponsored programs and services</p>	<p>Department of Recreation and Park Services Community Programming proposals, including new facility hours of operation, park and facility beautification and safety and visibility improvement (Council Meeting 4/1/14)</p>
1.B.1	Establish website section dedicated to emergency management and preparedness	Staff started the process of creating specific Emergency Management and Preparedness website pages that will be included in the new city website
1.B.2	Produce and distribute publications that educate community members about emergency management and preparedness	Emergency Management and Preparedness materials are currently being updated and revised, as well as new educational materials developed
1.B.4	Increase availability of emergency preparedness classes and workshops	Annual Senior Emergency Preparedness Workshops held at the Senior Center. Participation in the Nationwide "Great Shake Out" Earthquake Drill. Information pamphlets are available at the Senior Center

**CITY OF NORWALK
2020 VISION: STRATEGIC ACTION PLAN**

**Budget Year 2013-2014 (FY13/14) Objective Performance Tracker
Actions Approved by the City Council are Reflected in BOLD**

OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
1.C.2	Create additional opportunities for youth in City sponsored programs and services	Extended Spring park schedule to incorporate daylight hours. Park operation will end at 7 p.m. Monday through Saturday
1.C.2	Create additional opportunities for youth in City sponsored programs and services	Expanded Summer schedule by two weeks. Summer program will begin June 23, 2014
1.C.2	Create additional opportunities for youth in City sponsored programs and services.	Enhancement of Family Resource & Gang Prevention program. Community Workers have integrated various educational, cultural, and recreational/leisure field trips and excursions into their programs. Examples of trips include various museums, university tours, attending plays/performances, and a sailing academy
1.D.2	Place Public Safety Alerts on City website.	Staff will work with the website design vendor to create a message box on the city webpage

**CITY OF NORWALK
2020 VISION: STRATEGIC ACTION PLAN**

**Budget Year 2013-2014 (FY13/14) Objective Performance Tracker
Actions Approved by the City Council are Reflected in BOLD**

OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
1.D.3	Pursue opportunities to provide Norwalk Public Safety and Sheriff's Department with improved technology and equipment	Agreement Authorization - Geographic Information System (GIS) to assist in the coordination between multiple City departments to streamline their operations and ability to geographically view information for purposes of code enforcement, zoning and public safety (Council Meeting 3/4/14)
3.D.2.	More collaboration between Public Safety and Community Development departments to address safety, design and zoning issues	
1.D.3	Continually pursue opportunities to provide Norwalk Public Safety and Sheriff's Department with improved technology and equipment	Funding of initial lease of Mobile Digital Computers for Public Safety Department using Justice Assistance Grant (Council Meeting 6/3/14)
1.D.4	Identify needs and cost benefits of Citywide security and surveillance systems at facilities and parks	Public Safety and Public Services initiated an assessment of the city's existing security and alarm systems.

**CITY OF NORWALK
2020 VISION: STRATEGIC ACTION PLAN**

**Budget Year 2013-2014 (FY13/14) Objective Performance Tracker
Actions Approved by the City Council are Reflected in BOLD**

OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
<i>CORE STRATEGY 2: Enact Sound Fiscal Management & Stewardship</i>		
2.	Enact Sound Fiscal Management and Stewardship	Resolution No. 14-31 - Presentation of the City's Statement of Investment Policy which provides guidelines for the prudent investment of the City's temporary idle cash and outlines the procedures for maximizing the efficiency of the City's cash management system. (Council Meeting 6/3/14)
2.A	Protect and preserve financial resources and explore opportunities to increase City revenues	Agreement Authorization - Extension - For the reserved parking permit program at the Norwalk/Santa Fe Springs Transportation Center Metrolink Station (Council Meeting 2/18/14)
2.A.1	Continue efforts to secure federal and state funding for water infrastructure improvement projects	Continue efforts to secure federal and state funding for water infrastructure improvement projects. The City is working to locate specific funding for projects that will address improvements to water infrastructure
2.A.1	Actively seek and apply for grants to support City programs and projects	Provide the Supportive Services program as funded by the Los Angeles County Area on Aging. Host an end of the summer concert funded by the LA County Arts Commission

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OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
2.A.1	Actively seek and apply for grants to support City programs and projects	Actively pursue new State, Federal, and other funding sources for advancing the number of children served by the childcare program
2.A.1	Actively seek and apply for grants to support City programs and projects	New childcare grants, LAROCCs and Gateway, will provide exercise and healthy eating training
2.A.1	Actively seek and apply for grants to support City programs and projects	HSIP grant submission to Caltrans for signal equipment upgrades at twelve locations with aim to reduce fatalities and serious injuries on public roads. City awarded \$2,669, 800
2.A.1	Actively seek and apply for grants to support City programs and projects	Submitted grant application to Safe Routes to School Program for improvements to Foster Road side panel between Studebaker Road and Pioneer Boulevard
2.A.1	Actively seek and apply for grants to support City programs and projects	Resolution No. 14-04 - Authorizing an amendment to the fiscal year 2013/2014 adopted budget to appropriate funds for grant research and writing services (Council Meeting 1/21/14)

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OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
2.A.1	Actively seek and apply for grants to support City programs and projects	Presentation of Federal Transit Administration Certifications and Assurances, a body of information which is required as an element of the grant approval process for the Federal grants for Federal fiscal year 2014 (Council Meeting 2/18/14)
2.A.1 6.E	Actively seek and apply for grants to support City programs and projects Improve and maintain parks, public facilities and open space and identify opportunities to enhance these resources	Resolution No. 14-15 - Authorizing the Los Angeles County Parks and Recreation Department to Apply for \$3,500,00 in Cities Excess Funds Available to the Fourth Supervisorial District for the Norwalk Golf Course Project (Council Meeting 4/1/14)
2.A.4	Incorporate Fees for Services evaluation into the annual budget process	Annually review and make recommendations related to fees and service charges
2.A.4	Incorporate Fees for Services evaluation into the annual budget process	Public Hearing - Resolution No. 14-25 - Establishment and/or Adjustment of Fees and Service Charges for Fiscal Year 2014/15 (Council Meeting 5/6/14)

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OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
2.B	Develop long term plan to address City's unfunded liabilities in pension obligations, infrastructure maintenance, and capital replacement	Resolution No. 14-26 - Amending the Memorandum of Understanding Between the City of Norwalk and The Norwalk Association of Management employees; and Resolution No. 14-27 - Amending the Memorandum of Understanding Between the City of Norwalk and the Norwalk City Employees Association - General and Hourly Units (Council Meeting 5/6/14)
2.B.4	Analyze and make recommendations related to sensible Fund Balance levels	Resolution No. 14-11 - Establishment of a General Fund balance and reserve policy (Council Meeting 5/22/14)
2.D.1	Make quarterly Financial Report available on the City's website and publications	Quarterly Financial Report, QE 13/31/13, distributed to all employees & posted on the City's web page
2.D.1	Make quarterly Financial Report available on the City's website and publications	Quarterly Financial Report, QE 3/31/14, distributed to all employees & posted on the City's web page
<i>CORE STRATEGY 3: Initiate Innovative Economic Development Plan</i>		
3.	Initiate Innovative Economic Development Plan	Policy Direction Regarding Economic Development Plan (Council Meeting 6/3/14)

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OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
3.A.10	Evaluate methods to revitalize economically-challenged areas by embracing private sector market forces.	Considered the development of a Specific Plan to focus on the revitalization and beautification of certain commercial corridors within the City.
3.A.10	Evaluate methods to revitalize economically-challenged areas by embracing private sector market forces Identify specific commercial neighborhoods or areas within the City of targeting economic development plans and activities	Agreement Authorization - Amendment - Federal Advocacy Services to assist with negotiations to purchase the Defense Energy Support Center (Council Meeting 6/3/14)
3.A.3 3.A.9	Facilitate interdepartmental response to business needs	Continued providing graffiti removal assistance to businesses Citywide through collaborative efforts with the Community Development Department
3.A.3	Facilitate interdepartmental response to proposed business needs	Text Amendment No. 301 - Ordinance No. 14-1655 - Repealing Chapter 5.28 of the Norwalk Municipal Code Regulating Special Events and Replacing it with a New Chapter - Resolution 14-30 - Amending Permit Fees for Special Events (Council Meeting 5/20/14)
3.A.9	Evaluate municipal code and zoning ordinance to facilitate processes and procedures related to business development	

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OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
3.B.1	Assist start-up businesses with connections to resources	Reviewed and approved business license applications, and educated business owners in regard to building requirements, land use regulations and sign permits
3.B.4	Facilitate programs to provide funding and legal conditions related to commercial listings for the public's and private sector's use	Staff has been meeting with commercial real estate brokers, property owners, and developers to gain information about potential land, building, and tenant availability. Subscribed to listing information network
3.B.5	Identify commercial areas in the City to target economic development	Considered the development of Specific Plans to focus on the revitalization of the commercial corridors within the City
3.C.3	Develop a process that helps businesses find growth and training opportunities	Launched the Norwalk Small Business Program on February 19, 2014, in collaboration with the U.S. Small Business Administration, to help Norwalk business owners manage their businesses more effectively and enhance their success.
3.C.4	Initiate marking program to showcase the City's business environment	City staff attended the International Council of Shopping Centers to explore business trends and networking
3.D	Support neighborhood and community preservation efforts	Agreement Authorization - Solid Waste Consulting Services to Prepare Bid Documents for a New Solid Waste Contract (Council Meeting 4/1/14)

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OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
3.D.1	Find ways to continue funding CDBG and HOME residential rehabilitation programs, advocate maintenance, and increase funding source	Budgeted \$676,299 in CDBG and HOME funds for loans, grants and rebates for home improvements and YTD expended \$559,883. CDBG staff attended community events and given presentations to residents about the financial assistance offered for home repairs. City Council approved revisions to the home improvement program that has allowed more residents to qualify
3.D.1	Find ways to continue CDBG and HOME residential rehabilitation programs in light of declining funds and advocate maintenance and increase of funding source	Public Hearing - Resolution No. 14-24 - Approving the Community Development Block Grant and Home 2014-15 Annual Action Plan and an Application for CDBG and Home Funding for Fiscal Year 2014/15 - Authorization for the City Manager to Execute and Transmit All
3.D.4	Recommend strategies for adopting housing element that address affordability and condition of inventory per State Law	Required Documents to the United States Department of Housing and Urban Development (Council Meeting 5/6/14)

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OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
3.D.1	Find ways to continue CDBG and HOME residential rehabilitation programs in light of declining funds and advocate maintenance and increase of funding source	Agreement Authorization - Servicing Home Improvement Loans (Council Meeting 6/3/14)
3.D.1	Find ways to continue CDBG and HOME residential rehabilitation programs in light of declining funds and advocate maintenance and increase of funding source	Agreement Authorization - Lead-Based Paint Hazard Evaluation, Lead Hazard Abatement Monitoring, Post-Abatement Clearance Testing, and Asbestos Testing (Council Meeting 6/3/14)
3.D.2	More collaboration between Public Safety and Community Development departments to address safety, design and zoning issues	Work collaboratively between public safety and community development to address effective administration of yard sale permits
3.D.3	Initiate development of a neighborhood beautification strategy	Foster Greenbelt Beautification Project, which involved over 25 Recreation Youth Workers assisting Public Services field staff, with soil preparation, tree planting, and installation of wood chip and decomposed granite

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OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
3.D.3	Initiate development of a neighborhood beautification strategy	Continuation of Studebaker Road median refurbishment project, which included installation of new plant material, trees, and bark chip; modifications to irrigation system from spray heads to rotary heads for water conservation; and painting and staining of medians
3.D.3	Initiate development of a neighborhood beautification strategy	Establishment of Arbor Day, which gave the community the opportunity to plant trees and learn about the various benefits that trees provide, while observing a national day of environmental awareness
3.D.3	Initiate development of a neighborhood beautification strategy	Mini-Arbor Day with John Glenn High students, which included planting of trees along Foster Road
3.D.3	Initiate development of a neighborhood beautification strategy	Norwalk Park beautification project, which included landscaping, parking lot planter improvements, and replacement of dead or dying trees with new trees
3.D.4	Recommend strategies for adopting housing element that address affordability and condition of inventory per State Law	Norwalk City Council adopted the 2013-2025 Housing Element of the General Plan on January 7, 2014, which was certified by the California Department of Housing and Community Development

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OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
3.D.4	Evaluate and recommend strategies for adopting housing element in compliance with State Law that addresses affordability and condition of the City's housing inventory	2013 Norwalk General Plan and Housing Element Annual progress Report (Council Meeting 3/4/14)
3.D.4	Evaluate and recommend strategies for adopting housing element in compliance with State Law that addresses affordability and condition of the City's housing inventory	Agreement Authorization - Amendment - Home Ownership for Personal Empowerment, Inc. (HOPE) (Council Meeting 5/6/14)
3.D.4	Evaluate and recommend strategies for adopting housing element in compliance with State Law that addresses affordability and condition of the City's housing inventory	Public Hearing - Resolution No. 14-22 - Approving Substantial Amendments to the 2013/2014 Community Development Block Grant and Home Annual Action Plan and Resolution No. 14-23 - Approving Amendments to the Adopted FY 2013/14 Budget (Council Meeting 5/6/14)

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OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
3.D.5	Reinstitute a neighborhood clean up program that helps residents maintain their property and properly dispose of hazardous waste	Reinstatement of Mini Mr. Sun Program providing residents with the opportunity to dispose of bulky items and electronic and hazardous waste
3.D.5	Reinstitute a neighborhood clean-up program to encourage and assist residents to maintain their property and properly dispose of hazardous and unwanted materials	Agreement Authorization - Consulting for Waste Tire Collection Program (Council Meeting 6/3/14)
<i>CORE STRATEGY 4: Deliver Superior Customer Service Utilizing New Technology</i>		
4.A.2	Evaluate centralization of customer service to enhance interaction and foster continuous improvement	Continued efforts to enhance customer service by utilizing door hangers to improve communication with residents and businesses
4.A.3	Create a City motto emphasizing quality customer service	Assess and refresh City's overall visual identity and branding materials including logo, motto, graphics, signage and collateral
4.A.3	Create a City motto emphasizing quality customer service	Policy Direction Regarding City Logo Refresh (Council Meeting 6/17/14)

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OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
4.A.4	Implement survey system to collect public comments and customer service reports	Continuation of Customer Service Survey Program, where surveys were mailed out to residents to obtain feedback as part of continuing efforts to improve overall service to the community
4.C.2	Post videos of City events on website and cable channel	Promote the positive image of Norwalk utilizing a variety of tactics including citizen engagement, print and electronic materials, website, social media, special events and media relations. Print, electronic, and audio media have been utilized to showcase Norwalk's diversity, growth and opportunities. Business Grand Openings, Groundbreaking events, and Veterans' and Memorial Day ceremonies have been interactive events
4.B.3	Offer ongoing staff training to improve culture and customer service	Development of City of Norwalk specific customer service training that will address specific issues that our employees encounter to better address City patron needs
4.C	Utilize new technology to improve customer service	WIFI access points were installed providing access to the public and staff at Social Services, CAC, Public Services, Senior Center, making a total of 14 citywide access points
4.C	Utilize new technology to improve customer service	Took initial steps to add Geographic Information System to assist staff in graphically compiling information to use in presentations and to provide to the business and residential communities is currently being completed

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OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
4.C	Utilize new technology to improve customer service	The City upgraded the bandwidth citywide to allow for quicker and more efficient access to the Internet when conducting research
4.C	Utilize new technology to improve customer service	Provide free public WiFi access to patrons at the Senior Center allowing greater access to resources and program information via the city website
4.C.10	Explore mobile device options to broaden access to City services	
4.C	Utilize new technology to improve customer service	Childcare software system has been upgraded. Training environments has been set up for staff concerns on updates and record keeping
4.C.10	Explore mobile device options to broaden access to City services	Bolster the City's social media presence by enhancing Norwalk's Facebook page, and adding Twitter, Instagram, and Yelp for integrated cross-platforming
4.C.5	Recommend citywide tracking system for service requests and complaints	Expansion of Ipad usage by field staff to assist with completion of service requests
4.C.8	Access Citywide computer hardware needs	MIS staff replaced over 50 computers during this fiscal year in an effort to remain current with technology needs

CORE STRATEGY 5: Maximize Staff Collaboration, Communication & Professional Development

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OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
5.A.4	Assess need and opportunities to convene City Council and staff in study sessions	Integration of regular City Council study sessions to address issues important the community
5.B.2	Regularly disseminate information about important issues	Provide educational programs about non-conflict alternative resolution and provide participants with written informational materials
5.B.3	Enhance communication by using intranet, resource manual, weekly memos, etc	Important internal issues are disseminated via email and alert by Communications and Public Affairs, with a more formal communication process in the planning stages
3.B.5	Identify commercial areas in the City to target economic development	Staff worked closely with the City's federal advocacy representative, the Air Force, and the Regional Quality Control Board on the ongoing remediation of the site. In May of 2014, Congresswoman Linda Sanchez introduced legislation to facilitate transfer of a portion of the Tank Farm to the City
5.C.1 5.C.4	Enhance City's website by increasing the number of forms online. Solicit feedback from residents and business about customer service	Refresh, redesign, and realign the City's website to include online payment options, resident surveys, and interactive forms. Online payment options are now available, as well as resident surveys. New website design is in process and is expected to launch in July

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OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
5.C.2	Assess best practices utilized by other agencies to improve communication	Survey surrounding Senior Centers on program implementation, policies and procedures
5.C.2	Utilize City media resources for better communications and customer service	Childcare staff meets monthly with Childcare Alliance of Los Angeles to review contract compliance and quality services are being offered
5.C.3	Utilize City media resources for better communications and customer service	Post program and service information on the City website, news, marquee, Facebook page, cable channel, and newspaper
5.C.3	Utilize City media resources for better communications and customer service	Consistently distribute timely and relevant information to the public promoting health, welfare, safety, and meaningful opportunities that enrich the quality of life for Norwalk residents. <i>Norwalk Now</i> distribution rate has been increased to facilitate more timely receipt of important Norwalk news. The City has added Facebook, Flickr, and YouTube postings to provide information that is current and immediately accessible
5.C.3	Utilize City media resources for better communications and customer service	Enact aggressive media relations program to include weekly media alerts, story pitches, Op-eds, newswire submissions, and calendar listings. The City has added features such as "Newsables," Flickr event photos, e-alerts, and "Now You Know" spots to keep our legislative partners, public and staff informed more often and quickly

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5.C.3	Utilize City media resources for better communications and customer service	Refresh of City's newsletter. <i>Norwalk Now</i> distribution has increased to 12 issues per year, with inserts and supplemental information available as needed. The newsletter now provides articles with relevant follow-up information
5.C.3	Utilize City media resources for better communications and customer service	The <i>Norwalk Now</i> includes a consistent feature, like the "Nugget," dedicated to business news and economic development
5.C.3	Utilize City media resources for better communications and customer service	Plan and promote special events that excite, engage and involved greater participation among residents. Special events such as the E-Forum and community meetings with the Mayor have reached residents and businesses throughout the City
5.C.3	Utilize City media resources for better communications and customer service	Revamp cable TV operations to better serve the public and establish a City of Norwalk YouTube channel
5.C.3	Utilize City media resources for better communications and customer service	Residents now utilize several media sources to access information on City services and events, including Facebook, <i>Norwalk Now</i> and our website. Advertising now supports local newspapers and increases awareness
5.C.3	Utilize City media resources for better communications and customer service	Continued implementation and use of Govt 2.0 App

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OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
5.C.3	Utilize City media resources for better communications and customer service	Conducted proactive outreach to the community by utilizing the City website, Norwalk NOW, Cable Channel and email to keep Norwalk residents informed of Public Services projects and activities
5.C.4	Solicit feedback from residents and business about customer service	Conduct follow up surveys and gather feedback from each participant utilizing services
5.C.4	Solicit feedback from residents and business about customer service	Provide a comment box and forms at the front desk as well as at the sign in desk for the Nutrition Program. Conduct surveys on programs and special events as well as general Senior Center operations
5.D	Maintain a knowledgeable and well-informed staff	City staff regularly meets with and maintains communication with state and federal legislative offices, partnering with representatives to reach common goals
5.D.2	Provide staff with additional training opportunities	Dispute resolution staff will attend training to gather current information on strategies & techniques being utilized for non-conflict resolution
5.D.2	Provide staff with additional training opportunities	Continued to provide and increase technical training and safety training throughout the Department

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5.D.4	Encourage involvement in professional organizations	Staff is actively engaged in regional organizations such as the Gateway Water Management Authority, Southeast Water Coalition, Central Basin Small Water Producers Group, Central Basin Water Association, among others, to monitor activities and legislation that may impact municipal water services
<i>CORE STRATEGY 6: Modernize & Expand Operational Infrastructure</i>		
6.A.3	Conduct a study to implement a beautification program citywide that identifies locations for artistic improvements	Painting of faux stone/mural art on walls at Imperial Highway underpass and Imperial bridge located over San Gabriel River and electrostatic spraying of chain link fence at Imperial Highway underpass as part of efforts to enhance the aesthetics along Imperial Highway
6.A.4	Create a master plan to establish standards and locations	Development of Urban Forest Management Plan with the purpose of improving and coordinating the management and administration of Norwalk's Urban Forest
6.B.2	Create energy efficient facilities and public rights of way by changing light fixtures and bulbs to the most cost effective options to reduce usage and long-term maintenance costs	Safety Lighting Replacement, which included the install of new LED safety light fixtures at City intersections that will reduce energy usage and costs, and provide better safety lighting
6.B.3		

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6.B.2 6.B.3	Create energy efficient facilities and public rights of way by changing light fixtures and bulbs to the most cost effective options to reduce usage and long-term maintenance costs	SCE Direct Install Program, included the install of bulbs and ballasts at CAC, CMC, Gerdes Park, Holifield Park, Alondra Library and Social Services, with aim to assist with energy conservation
6.B.2 6.B.3	Create energy efficient facilities and public rights of way by changing lighting fixtures and bulbs to the most cost effective options to reduce usage and long-term maintenance costs Utilize smart technologies by studying infrastructure to identify technological upgrades that can be implemented in areas of wireless access, monitoring systems, lighting systems, and solar applications	Agreement Authorization - Implementation of California Energy Efficiency Strategic Plan and related consulting services (Council Meeting 1/7/14)
6.B.1	Promote environmental responsibility by creating a citywide campaign to encourage residents to "Go Green," recycle, and conserve water	The City has several programs in place for residents, including used oil recycling, e-waste and document shredding, sharps container program, and provides outreach on Household Hazardous Waste Roundups held by LA County

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6.B.3	Utilize smart technologies by studying infrastructure to identify technological upgrades in wireless access, monitoring systems, lighting, and solar applications	Energy Strategic Action Plan kicked off and will include the development of a Energy Benchmarking Policy, deployment of a Utility Program Manager, and development of a Energy Action Plan and Commissioning/Retro-Commissioning Policy for City facilities
6.C	Provide, protect and preserve quality water and sewer systems citywide, ensuring safe, reliable and cost effective systems to meet present and future needs	Ordinance No. 14-1651 - Amending Norwalk Municipal Code Chapter 18.04 Stormwater and Urban Runoff Pollution Control to Include Adoption of Low Impact Development Regulations - And Resolution No. 14-21 - Adopting a Green Streets Manual (Council Meeting 4/15/14)
6.C	Provide, protect and preserve quality water and sewer systems citywide, ensuring safe, reliable and cost effective systems to meet present and future needs	Ordinance No. 14-1651 - Amending Norwalk Municipal Code Chapter 18.04 Stormwater and Urban Runoff Pollution Control to Include Adoption of Low Impact Development Regulations (5/20/14)
6.C	Provide, protect and preserve quality water and sewer systems citywide, ensuring safe, reliable and cost effective systems to meet present and future needs	Agreement Authorization - Amendment - Federal Lobbying Services with regards to City water programs (Council Meeting 5/20/14)

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6.C.1	Conduct a comprehensive water master plan for the Norwalk Municipal Water System	Provide strategic planning and administrative responsibilities for the Norwalk Municipal Water System (NMWS); oversight of the Water Master Plan and related activities, including financial planning for current and future needs
6.C.1	Conduct a comprehensive water master plan for the Norwalk Municipal Water System	
6.C.2	Develop and Implement Action Plan to make the Norwalk Municipal Water System self-sustaining	Agreement Authorization - Amendment - Consultant Services Water System Services (Council Meeting 5/20/14)
6.C.4	Ensure compliance standards are continually met or updated as mandated	
6.C.3	Assess sewer system to identify deficiencies and develop maintenance and replacement plans	Established City sewer service charge to fund much necessary sewer infrastructure improvements
6.C.3	Assess sewer system to identify deficiencies and develop maintenance and replacement plans	Completed Phase 5 of CCTV (closed circuit television) inspection of the sewer system

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6.C.3	Assessment of sewer system to identify deficiencies and develop maintenance and replacement plans	Amendment No. 7510 - Award of Contract for Design Services for Sewer System Repairs (Council Meeting 5/20/14)
6.C.3	Assessment of sewer system to identify deficiencies and develop maintenance and replacement plans	Public Hearing - Approving a Report in Connection with the Sewer Service Charge Established Pursuant to Chapter 13.14 of the Norwalk Municipal Code and Adopting Resolution No. 14-28 Determining the Amount of Such Charge for Fiscal Year 2014/15, and Ordering That Such Charge be Collected on the Tax Roll (Council Meeting 5/20/14)
6.C.4	Ensure compliance standards are continually met and updated as mandated	Complied with all California State Water Resources Control Board and NPDES mandated activities
6.C.4	Ensure compliance standards are continually met and updated as mandated.	As required by State law, the General Plan and Housing Element Annual Progress Report was reviewed and accepted by the City Council on March 4, 2014 and transmitted to the Governor's Office of Planning and Research and the California Department of Housing and Community Development on March 17, 2014.

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OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
6.D	Maintain safe, reliable and accessible streets, sidewalks, curbs/gutters, etc., to improve and enhance transportation infrastructure and plan for population and economic growth	Agreement Authorization - Extension - Supply and delivery of unleaded and diesel fuel (Council Meeting 2/4/14)
6.D	Maintain safe, reliable and accessible streets, sidewalks, curbs/gutters, etc., to improve and enhance transportation infrastructure and plan for population and economic growth	Project No. 7177 - Agreement Amendment No. 2 For Construction Management and Inspection Services - Caltrop Corporation for I-5 Mitigation Phase 2 Street Improvements to Norwalk Boulevard and San Antonio Drive Between Florence Avenue and Rosecrans Avenue, Engineer's Report No. 14-5 (Council Meeting 4/1/14)
6.D	Maintain safe, reliable and accessible streets, sidewalks, curbs/gutters, etc., to improve and enhance transportation infrastructure and plan for population and economic growth	Project no. 7147 - Agreement Amendment To Add Construction Support Services in the Amount of \$350,000 for the Firestone Bridge Over the San Gabriel River; Federal Project No. BHLS 5347 (029), Bridge No. 53C1984, Engineer's Report No. 14-4 (Council Meeting 4/1/14)

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6.D	Provide and maintain safe, reliable and accessible streets, sidewalks, curbs/gutters, etc., to improve and enhance transportation infrastructure and plan for population and economic growth	Tract Map No. 71495 - Acceptance of Street and Sewer Improvements for Seven Lot Subdivision and Extension of Beaty Street West of Markdale Avenue, Engineer's Report No. 14-7 (Council Meeting 4/15/14)
6.D	Provide and maintain safe, reliable and accessible streets, sidewalks, curbs/gutters, etc., to improve and enhance transportation infrastructure and plan for population and economic growth	Project No. 7147 - Award of Contract for Construction Management, Testing and Inspection Services for the Firestone Bridge Over the San Gabriel River; Federal Project No. BHLS 5347 (029), Bridge No. 53C1984, Engineer's Report No. 14-6 (Council Meeting 4/15/14)
6.D	Provide and maintain safe, reliable and accessible streets, sidewalks, curbs/gutters, etc., to improve and enhance transportation infrastructure and plan for population and economic growth	Agreement Authorization - Norwalk Transit System (NTS) Vehicle Maintenance division Floor Recoating Project No. 7760 (Council Meeting 6/3/14)

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Actions Approved by the City Council are Reflected in BOLD**

OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
6.D	Provide and maintain safe, reliable and accessible streets, sidewalks, curbs/gutters, etc., to improve and enhance transportation infrastructure and plan for population and economic growth	Project No. 7760 - Project Management Services - Compressed Natural Gas (CNG) Refueling Station and Equipment Maintenance Shop Upgrades (Council Meeting 6/3/14)
6.D.2	Update Citywide street study to address maintenance and accessibility plans for streets, curbs, and gutters	Completed City-wide survey of over 350 miles of curb and gutter damage, which included the identification and categorization of damage, and where collected information will be used in database for future planning and budgeting of repairs
6.D.4	Evaluate transit services through community input to evaluate current infrastructure and plan for future improvements	Installation of Ticket Vending Machines to allow patrons to pay on site utilizing terminals (pay-by-foot) via cash or credit card for a Single Day Parking Permit without visiting the iParq website
6.D.5	Enhance access and maintain compliance of public rights of way and City facilities	Vehicle Maintenance Facility Upgrades (i.e. early warning methane detection system, fall arrest systems, etc.)

**CITY OF NORWALK
2020 VISION: STRATEGIC ACTION PLAN**

**Budget Year 2013-2014 (FY13/14) Objective Performance Tracker
Actions Approved by the City Council are Reflected in BOLD**

OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
6.D.5	Enhance access and maintain compliance of public rights of way and City facilities	Began construction of a CNG Vehicle Refueling Station that will help with reducing environmentally harmful emissions
6.D.5	Enhance access and maintain compliance of public rights of way and City facilities	Re-coat existing maintenance bay flooring with new industrial strength/high traffic epoxy coating with non-slip grit
6.D.5	Enhance access and maintain compliance of public rights of way and city facilities	Project No. 7147 - Resolution No. 14-02 - Firestone Bridge Rehabilitation - acceptance of federal funds - approval of plans and specifications, authorization to advertise for bids, and setting a bid date - amend agreement for final design and right-of-way services (Council Meeting 1/7/14)
6.D.6	Develop and update a traffic signal system to synchronize signals in the City	
6.D.5	Enhance access and maintain compliance of public rights of way and city facilities	Agreement Authorization - Update Construction Drawings - Project No. 7760 (Council Meeting 4/15/14)
6.D.5	Enhance access and maintain compliance of public rights of way and city facilities	Project No. 7193 - Agreement Amendment for Construction management, Inspection and CDBG Compliance Services - Local Streets Rehabilitation in CDBG Eligible Neighborhoods Within the Central Areas of the City, Engineer's Report No. 14-11 (Council Meeting 6/3/14)

**CITY OF NORWALK
2020 VISION: STRATEGIC ACTION PLAN**

**Budget Year 2013-2014 (FY13/14) Objective Performance Tracker
Actions Approved by the City Council are Reflected in BOLD**

OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
6.E	Improve parks, public facilities and open space and identify opportunities to enhance community resources	Project No. 7768 - Agreement amendment No. 1 - HVAC improvements at the NASC Community Meeting Center - Sproul Room - Architectural Design and Construction observation services - extending term to expire on June 30, 2014 (Council Meeting 1/7/14)
6.E.1	Review and update Parks Master Plan to identify future maintenance needs and improvements	Ramona Park Picnic Area Improvements, which included the rebuilding of entire picnic shelter complete with electrical for lighting, replacement of deteriorated wooden tables and installation of new barbeques
6.E.1	Review and update Parks Master Plan to identify future maintenance needs and improvements	Gerdes Park Rehabilitation Project, included the demolition of A-Frame; renovation of meeting room; hydroseeding; painting of walls, fences, light poles; painting and graffiti coating of tables, benches, and concrete trash cans; install of new walkway and entry planters; install of yellow safety tubing on field fences; and install of new plant material and wood chip
6.E.1	Review and update Parks Master Plan to identify future maintenance needs and improvements	Completed laser leveling of baseball infields at nine parks
6.E.1	Review and update Parks Master Plan to identify future maintenance needs and improvements	Conducted a playground equipment safety survey of all the playgrounds at the Parks

**CITY OF NORWALK
2020 VISION: STRATEGIC ACTION PLAN**

Projected Objective Actions for Budget Year 2014-2015 (FY14-15)

OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
<i>CORE STRATEGY 1: Provide Exceptional Public Safety</i>		
1.A.2	Enhance the Dept. of Public Safety's outreach and communications efforts with community members and stakeholders	Starting July 2014, the Community Partnership Team staff will be assigned to utilize mobile units and bike patrol to conduct more outreach in neighborhoods particularly around parks, as a means to meet with residents
1.C.2	Create additional opportunities for youth in City sponsored programs and services	Expanded Summer park schedule to incorporate daylight hours. Park operation will end at 8 p.m. Monday through Saturday
1.C.2	Create additional opportunities for youth in City sponsored programs and services	Two extra concert nights will be added to the 2014 Concert Series - six (6) concerts total for 2014
1.C.2	Create additional opportunities for youth in City sponsored programs and services	Develop and conduct a Daddy/Daughter Dance at the Norwalk Arts and Sports Complex
1.C.2	Create additional opportunities for youth in City sponsored programs and services	Extra staff hours added to weekly programs or seasonal activities to provide more opportunities for public participation

**CITY OF NORWALK
2020 VISION: STRATEGIC ACTION PLAN**

Projected Objective Actions for Budget Year 2014-2015 (FY14-15)

OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
1.D.1	Utilize social media to keep the public informed of current events and incidents	Various social media applications will be evaluated to determine which will be a good fit for pushing out Public Safety notifications. Some applications to be evaluated include Nixle, Mobile PD, and Twitter
1.D.3	Pursue opportunities to provide Public Safety and the Sherriff's department with improved technology and equipment.	In coordination with the Sheriff's Dept., Public Safety will lease eight Mobile Digital Computers for use by Public Safety field staff
1.D.4	Identify needs and cost benefits of Citywide security and surveillance systems at facilities and parks	Install security measures at water well & lift stations to deter vandalism
<i>CORE STRATEGY 2: Enact Sound Fiscal Management & Stewardship</i>		
2.A.1	Actively seek and apply for grants to support City programs and projects	Seek competitive funding processes through Cal-Fire, Urban Forest Councils, and other agencies, for Citywide planting projects and development of an updated urban forest inventory and management plan
2.A.1	Actively seek and apply for grants to support City programs and projects	Seek partnership and grant opportunities for future greening and beautification projects
2.A.1	Actively seek and apply or grants to support City programs and projects	Apply for Waste Tire Amnesty Grant
2.A.1	Actively seek and apply or grants to support City programs and projects	Apply for Prop 84 Storm Water Grant funds Installation of 2 Filterra Systems (Storm Water Compliance)

**CITY OF NORWALK
2020 VISION: STRATEGIC ACTION PLAN**

Projected Objective Actions for Budget Year 2014-2015 (FY14-15)

OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
2.B.1	Develop Long-Term Financial plan that parallels strategic action plan	Analysis and development of Long-Term Financial plan that parallels strategic action plan
2.B.2	Update Actuarial Study of Other Post Employment Benefits (OPEB) and propose funding options	Evaluate options available to City to manage OPEB obligations
2.C.1	Develop or revise current fiscal and compliance policies and procedures	Provide an efficient parking payment method operation and reviewing rates and cost efficiencies for adjustments as necessary
2.C.1	Evaluate and update fiscal policies and procedures	Conduct internal policy audit to identify policies in need of updating
CORE STRATEGY 3: Initiate Innovative Economic Development Plan		
3.A.2	Host annual meetings to create a dialogue with Norwalk's Chamber of Commerce and business community and facilitate business-to-business communications	Economic Development Staff will regularly attend Chamber of Commerce meetings and functions to gain input from the business community
3.A.3	Facilitate interdepartmental response to proposed business needs	Provide graffiti removal assistance to businesses Citywide through collaborative efforts with the Community Development Department
3.B.5	Identify commercial areas in the City to target economic development	Staff will monitor the remediation activities of the Defense Fuel Support Point, Norwalk Tank Farm site. Groundwater monitoring is expected to be ongoing, however, soil remediation is anticipated to be completed by the fall of 2014

**CITY OF NORWALK
2020 VISION: STRATEGIC ACTION PLAN**

Projected Objective Actions for Budget Year 2014-2015 (FY14-15)

OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
3.D.2	More collaboration between Public Safety and Community Development departments to address safety, design and zoning issues	Work collaboratively between public safety and community development to address parking and safety issues
3.D.5	Reinstitute a neighborhood clean-up program that helps residents maintain their property and properly dispose of hazardous materials	Provide disposal services during neighbor clean-up events (Mini Mr. Sun Program) to help residents maintain their property
<i>CORE STRATEGY 4: Deliver Superior Customer Service Utilizing New Technology</i>		
4.A.2	Evaluate centralization of customer service to enhance interaction and foster continuous improvement	Enhance customer service by utilizing door hangers to improve communication with residents and businesses
4.A.3	Create a City motto emphasizing quality customer service	The City is in the process of refreshing its identity, including motto and logo, which will transfer over to website, signage and other platforms
4.A.4	Implement survey system to collect public comments and customer service reports	Will conduct surveys after every Tour and some special events at the Senior Center
4.B	Create innovative tools and expand resources for staff development	Evaluation of additional Geographic Information System (GIS) mapping layers for sewer and water
4.C	Utilize new technology to improve customer service	Evaluate the need for additional WIFI access points and recommend installation if found to be of value to staff & the public

**CITY OF NORWALK
2020 VISION: STRATEGIC ACTION PLAN**

Projected Objective Actions for Budget Year 2014-2015 (FY14-15)

OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
4.C	Utilize new technology to improve customer service	Increase bandwidth to ensure that the network is fulfilling the needs of staff. It will be increased to 20 MB during this fiscal year
4.C.2	Post videos of City events on website and cable channel	The City will continue to build upon positive increase in participation by widening scope of appeal through unique engaging and informal citizen opportunities. Partnering with Cerritos College, the City will continue to involve interns in local media reporting
4.C.5	Recommend citywide tracking system for service requests and complaints	Initiate a new technological system for graffiti work orders and evaluate its effectiveness
<i>CORE STRATEGY 5: Maximize Staff Collaboration, Communication & Professional Development</i>		
5.A.1	Organize departmental team building-activities	Cross train staff members at both the Senior Center and Social Services Center to improve productivity and strengthen customer service
5.A.2	Conduct regular progress meetings on goals and activities	Collaborate with the Community Development Department to set goals to determine and target neighborhoods in need of clean-up events (Mini Mr. Sun Program)
5.A.2	Conduct regular progress meetings on goals and activities	Collaborate with the Recreation and Public Safety Departments to plan for volunteers to assist with neighborhood clean-up events (Mini Mr. Sun Program)
5.A.2	Conduct regular progress meetings on goals and activities	Coordinate with Norwalk Transit to identify goals for upcoming/planned physical and infrastructure changes to the Transportation Center for improved accessibility

**CITY OF NORWALK
2020 VISION: STRATEGIC ACTION PLAN**

Projected Objective Actions for Budget Year 2014-2015 (FY14-15)

OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
5.A.2	Conduct regular progress meetings on goals and activities	Collaborate with the Engineering Department at regular scheduled meetings to set goals and determine deteriorating Citywide street and alley conditions for future Capital Improvement project planning
5.A.2	Conduct regular progress meetings on goals and activities	Collaborate with the Public Safety Department to improve the results of graffiti abatement operations and enhance graffiti prevention efforts through conducting meetings that prioritize goals
5.B.3	Enhance communication by using intranet, resource manual, weekly memos, etc	Community and Public Affairs Manager will craft an organizational communications plan, including web standards and visual identity standards in 2015
5.B.3	Enhance communication by using intranet, resource manual, weekly memos, etc	Provide information to Public Safety, Norwalk Sheriff Station, and other City facility staff through quarterly resource guide detailing emergency procedures
5.C.1	Enhance City's website by increasing the number of forms online	The City's new website will launch in July 2014. New interactive forms and additional surveys will be fully integrated
5.C.1	Enhance City's website by increasing the number of forms online	New website design is in process and is expected to launch in July
5.C.2	Access best practices utilized by other agencies to improve communication	Research data, informational brochures, programs and new technology being utilized by other agencies to expand resources and assist in the planning, development and strengthening of existing or new programs in social services

**CITY OF NORWALK
2020 VISION: STRATEGIC ACTION PLAN**

Projected Objective Actions for Budget Year 2014-2015 (FY14-15)

OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
5.C.3	Utilize City media resources for better communications and customer service	A full media alert calendar will be developed, and media alerts will be increased weekly. Twitter and other instant media will be added to bring news items to the public immediately
5.C.3	Utilize City media resources for better communications and customer service	Twitter, Instagram and Yelp will be added to the City's social media portfolio in the Fall
5.C.3	Utilize City media resources for better communications and customer service	City will continue to refine overall image of Norwalk Now through new format with clearer, more polished graphics and layout
5.C.3	Provide helpful resources to residents of Norwalk relating to information on civic and community affairs	Provide helpful resources to residents of Norwalk relating to information on civic and community affairs. The City will continue its distribution of the Strategic Plan 20/20 Vision electronically, will introduce its e-mag, e-photobook and useful links
5.D.2	Provide staff with additional training opportunities	Develop and improve Emergency Preparedness training activities for Public Services Department
5.D.2	Provide staff with additional training opportunities	Conduct training for Public Services emergency staff responders in order to appropriately react to any situation in the safest and most efficient manner
5.D.2	Provide staff with additional training opportunities	Cross training programs for Facilities Maintenance employees to enhance proficiency
5.D.5	Develop informational resource guide	Update and revise the Emergency Duty manual and the Emergency Response Team guide provided to staff to be a more functional guide for staff to reference

**CITY OF NORWALK
2020 VISION: STRATEGIC ACTION PLAN**

Projected Objective Actions for Budget Year 2014-2015 (FY14-15)

OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
<i>CORE STRATEGY 6: Modernize & Expand Operational Infrastructure</i>		
6.A.2	Create consistent standards to provide distinctive and attractive signage that clearly identifies City infrastructure locations	Address the aesthetic appeal in the parking lots and entryways of all park grounds that will provide attractive signage
6.A.2	Create consistent standards to provide distinctive and attractive signage that clearly identifies City infrastructure locations	Develop and create distinctive and consistent signage for all parks
6.B.2	Create energy efficient facilities and public rights of way by changing lighting fixtures and bulbs to the most cost effective options to reduce usage and long-term maintenance costs	Initiation of park lighting study
6.B.2	Create energy efficient facilities and public rights of way by changing lighting fixtures and bulbs to the most cost effective options to reduce usage and long-term maintenance costs	Provide improved energy efficient systems at City Hall, Transportation Center, and Senior Center, via replacement of old parts/equipment with greener technologies, including implementation of new lighting technologies in facility parking lots to reduce energy consumption/costs
6.B.2	Create energy efficient facilities and public rights of way by changing lighting fixtures and bulbs to the most cost effective options to reduce usage and long-term maintenance costs	Evaluate the first year of energy savings from the replacement of safety lights, from High Pressure Sodium to energy efficient LED fixtures and make recommendations for additional sites

**CITY OF NORWALK
2020 VISION: STRATEGIC ACTION PLAN**

Projected Objective Actions for Budget Year 2014-2015 (FY14-15)

OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
6.B.3	Utilize smart technologies by studying infrastructure to identify technological upgrades in wireless access, monitoring systems, lighting, and solar applications	Conduct energy efficiency survey of infrastructure to benchmark lighting and solar applications
6.C.3	Assess sewer system to identify deficiencies and develop maintenance and replacement plans	Coordinate with consultant to review CCTV results and prioritize sewer line conditions/develop projects for CIP implementation
6.C.3	Assess sewer system to identify deficiencies and develop maintenance and replacement plans	Complete phase 6 of CCTV (closed circuit television) inspection of the sewer system
6.C.4	Ensure compliance standards are continually met and updated as mandated	Complete the 5 year audit of the SSMP as required by the Waste Discharge Requirement (WDR)
6.C.4	Ensure compliance standards are continually met and updated as mandated	Ensure compliance standards are met for newly budgeted water capital improvement projects
6.D.2	Update citywide street study to address maintenance and accessibility plans for streets, curbs and gutters	Repair damaged asphalt prior to street improvement projects Citywide
6.D.2	Update citywide street study to address maintenance and accessibility plans for streets, curbs and gutters	Improve street and alley conditions causing hazardous road situations utilizing in-house resources and equipment

**CITY OF NORWALK
2020 VISION: STRATEGIC ACTION PLAN**

Projected Objective Actions for Budget Year 2014-2015 (FY14-15)

OBJECTIVE ID	OBJECTIVE	IDENTIFIABLE ACTION
6.D.2	Update citywide street study to address maintenance and accessibility plans for streets, curbs and gutters	Complete replacement of damaged concrete on center medians Citywide
6.D.5	Enhance access and maintain compliance of public rights of way and City facilities	Reconfiguration of Metrolink Station access to reduce congestion and high pedestrian/bicycle traffic
6.D.5	Enhance access and maintain compliance of public rights of way and City facilities	Replacement of Bus Wash System
6.D.5	Enhance access and maintain compliance of public rights of way and City facilities	Installation of (5) Landmark Bus Stops with shelters, bench, trash receptacle, pole, signage and landscaping
6.D.5	Enhance access and maintain compliance of public rights of way and City facilities	Repair of damaged sidewalks Citywide in a timely and efficient manner
6.D.6	Develop and update a traffic signal system to synchronize signals in the City	Seek full utilization of the traffic signal management center (installed fall 2012), that monitors and controls 53 of the City's signalized intersections
6.E.1	Review and update Parks Master Plan to identify future maintenance needs and improvements	Develop and implement a comprehensive park amenities plan including benches, picnic tables and barbecues
6.E.3	Identify locations throughout the City to construct alternative urban pathways, including bike and walking paths and park trails	Refurbish side panels along Foster Road between Pioneer Boulevard and Studebaker Road to include a meandering sidewalk and drought tolerant plants, which will create a walking path connecting neighborhoods and local schools

CITY OF NORWALK Outstanding Debt Descriptions

Debt Service funds accounts for the resources allocated toward debt service payments and are a recognized fund type in generally accepted governmental accounting principles (GAAP). The amortization schedule for principal and interest payments resembles mortgage payments, in that principal payments typically increase, while interest payments decrease over the life of the debt. All bonded indebtedness is administered by trustees as designated in the debt's Official Statement. Debt service payments and related administrative fees are budgeted in the Norwalk Community Facilities Financing Authority and transfers are made from the respective funds such as the General Fund, and the Parking Structure Special Revenue Fund. This is due to the fact that the NCCFA issued the debt.

Current Debt:

Norwalk Community Facilities Financing Authority Lease Revenue Refunding Bonds 2013 Series A

Issued: \$7,120,000 in May 2013	Outstanding Principal 6/30/14: \$ 6,775,000
	Interest \$ 1,845,531
Purpose: To refund the outstanding balance of 1999 Lease Revenue Refunding Bonds	
Debt Payments: Semi-annually in December and June for Interest, Principal paid in June	Maturity Date: June 2029

Norwalk Community Facilities Financing Authority Lease Revenue Refunding Bonds 2013 Series B

Issued: \$8,630,000 in July 2013	Outstanding Principal 6/30/14: \$ 8,085,000
	Interest \$ 2,113,850
Purpose: To refund the outstanding balance of 2001 Lease Revenue Refunding Bonds	
Debt payments: Semi-annually in December and June for Interest, Principal paid in June	Maturity Date: June 2025

CITY OF NORWALK

Outstanding Debt Descriptions

Water Revenue Bonds 2013 Series A

Issued: \$9,395,000 in May 2013

Outstanding Principal 6/30/14: \$ 9,245,000
Interest \$ 6,388,837

Purpose: To fund the acquisition of water rights and water system infrastructure improvements.

Debt Payments: Semi-annually in December and June, Principal due in June

Maturity Date: June 2043

Revenue Guide

AB 1290	Portion of tax increment revenues generated by properties within the redevelopment agency boundary.
Business License Tax	Tax on businesses for the privilege of conducting business within the city.
Citizens Option for Public Safety (COPS)	Revenue granted from the state General fund for supplemental public safety services. (Special Revenue Fund)
Fees, Charges and Rates	Fees comprise a broad category of locally imposed revenues generally intended to recover all or a portion of government's cost for providing a service or access to public property, or for mitigating the impacts of the fee payer's activities on the community. Revenues from all charges for specific services provided by the City such as engineering and plan check, recreation fees, facility use fees, regulatory fees, etc.
Fines, Forfeitures, and Penalties	Revenues received from the City's allocation of fines and penalties imposed by the courts for vehicle code and other statutory violations.
Franchise Taxes	Taxes levied by the City upon private companies for the use of City property or granting special franchises. City imposes franchise taxes on Cable TV, Solid Waste, Electric, Gas, Water and Oil Companies.
Interest Income	Interest generated from the City's investments.
License and Permits	Licenses or permits are issued to regulate activities within the City, such as animal licensing, special event permits, etc.
Measure R	Percentage of Sales Tax dedicated to transportation related improvements. (Special Revenue Fund)

Motor Vehicle License Fee	Based on the market value of a vehicle, the Motor Vehicle License Fee (VLF) is a state imposed tax for the privilege of operating the vehicle on public streets.
Motor Vehicle Fuel Tax (Highway User Tax, Gasoline Excise Tax)	An 18 cent per gallon tax on fuel used to propel motor vehicle or aircraft. The State Controller's Office collects and allocates the revenues, and audits the use of the revenues, which are restricted research, planning, construction, improvement, maintenance and operation of public streets and highways.
No/Low Property Tax	Designation as a result of city receiving no share of the property tax.
PEG	Revenue received from Cable TV companies for Public-Educational-Government Access (PEG) television
Property Taxes	Revenues received as a result of taxes levied on real estate and personal property.
Property Tax in Lieu of VLF	Revenues received as a result of local Vehicle License Fee revenues for additional shares of the property tax as a part of state-local budget agreement. Under this arrangement the VLF rate was reduced from 2% to 0.65%. The reduction in VLF revenue to cities and counties was replaced with a like amount of property taxes, dollar-for-dollar.
Proposition 42 Gasoline Sales Tax (Transportation Congestion Relief Fund)	State revenues allocated to Traffic Congestion Relief Fund (TCRF) for special regional projects, such as streets and roads improvements.

Sales and Use Tax	A tax imposed on the total retail price of any tangible personal property and the use or storage of such property when sales tax is not paid.
State Mandate Reimbursement	State reimbursement to cities for programs and services mandated by state.
Real Property Transfer Taxes	Tax imposed on the transfer of ownership in real estate. Real property transfer tax imposes a tax on the purchaser of real property based upon the value of the property.
Transient Occupancy Taxes	Tax imposed on individuals renting accommodations in hotels, motels, inn etc.
Use of Money and Property	Revenues received from the rental of land, buildings, equipment and interest from investment of City funds.
Utility User Tax	Tax imposed on the use of, telephone services and the consumption of electricity and gas.

Glossary

A

Actual - Amount paid for expenditures for the fiscal year.

Adopted Budget - The new allocation of expenditures and revenues for the fiscal year as approved by the City Council.

Air Quality Improvement (AQMD) Fund - A fund which accounts for monies received from AQMD, which are used to improve air quality. (A special revenue fund.)

Allocations – A part of a lump-sum appropriation which is designated for expenditure by specific organization units and/or for special purposes, activities or objects.

Appropriation - A legal authorization granted by the City Council to expend monies, and incur obligation for specific purposes.

Assessed Valuation - A dollar value placed on real estate or personal property by Los Angeles County as a basis for levying property taxes.

Assessments - Charges on real property or businesses levied to pay for facilities or services within a predetermined area according to the benefit to real property or businesses resulting from the improvements.

Audit - An examination of systems, procedures, programs and financial data to ensure compliance with specified rules and regulations. The end product of an audit is a report issued by an independent auditor that describes the City's financial condition and the results of its operations.

Norwalk Community Facilities Financing Authority Fund - A fund which accounts for payments of principal and interest for debt service such as bonds.

B

Balanced Budget - The amount of budgeted expenditures is equal to or less than the amount of budgeted revenues plus other available resources.

Bond – Capital raised by issuing an interest-bearing promise to pay a specified sum of money.

Bond Proceeds - Funds received from the sale or issuance of bonds.

Budget - A financial plan serving as a pattern for, and control over, future operations – any estimate of future costs or plan for the utilization of the workforce, material or other resources.

Business License Fee - A fee imposed on persons or entities doing business within the City.

C

Calendar Year - A continuous period beginning January 1 and ending December 31.

California Public Employees' Retirement System (CalPERS) – The retirement system that all permanent City employees are members of. CalPERS is administered by the State of California.

Capital Improvement Program - A plan for construction or major repair of City infrastructures, facilities or buildings.

Capital Outlay - The acquisition costs of equipment with a value of \$5,000 or greater used in providing direct services or inventoried equipment such as computers, laptops, cameras, printers, etc.

Capital Projects Fund - A fund which accounts for all capital projects not being accounted for in other capital projects funds. (A capital projects fund.)

Carryover or Carry Forward - The process of bringing a budgeted and encumbered item from the current fiscal year to the next fiscal year.

Community Development Block Grant (CDBG) Fund - A fund which accounts for the revenues and expenditures of approved Federal Housing and Community Development Act projects. (A special revenue fund.)

Comprehensive Annual Financial Report (CAFR) – The official financial statement of a government.

Contingency Fund - An amount reserved for possible emergencies.

Current Year - The fiscal year in process.

D

Debt Service - The cost of paying the principal and interest on money according to a predetermined schedule.

Debt Service Fund – A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Deficit – Insufficiency in a fund as a result of excess spending over revenues.

Department - An organizational unit within a fund that can be subdivided into divisions.

Depreciation – (1) Expiration in the service life of fixed assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy and obsolescence. (2) The portion of the cost of a fixed asset charged as an expense during a particular period.

Development Impact Fees - Fees imposed to pay for improvements and facilities required to serve new development or otherwise reduce the impacts of new development on a community.

Division - An organizational unit within a department that can be subdivided into subunits.

E

Employee Benefits Fund - A fund which accounts for payments made for retired employee health benefits. (A special revenue fund.)

Encumbrance - Money allocated for payment of goods/services contracted for but not yet received.

Enterprise Fund - A fund similar to those found in the private sectors that are structured to be revenue-generating and self-supporting.

Equipment Replacement Fund - A fund which accounts for the cost of replacing vehicles in various departments within the City. (An internal services fund.)

Expenditures - The cost for personnel, materials and equipment required to deliver services.

F

Financial Accounting Standards Board (FASB) – The authoritative accounting and financial reporting standards-setting body for business entities.

Fiscal Year - A 12-month time period designated to signify the beginning and ending period for recording financial transactions.

Fixed Assets – Assets of a long-term character which are intended to be held or used, such as land, buildings, machinery, furniture and other equipment.

Franchise In-Lieu – A tax paid by City Utilities that in part represents the property tax that would be paid by private utilities for the privilege of having lines and mains in Norwalk streets, etc.

Franchise Tax - Tax levied by the City upon companies for the use of City property.

Fringe Benefits - Compensation that the City contributes to its employees such as retirement, life and health insurance.

Full-Time Equivalent - The equivalent of a full-time position for one year.

Fund - An accounting entity established to record financial transactions and resources for specific activities or to attain certain objectives.

Fund Balance - The net effect of current assets less current liabilities at any given point in time.

G

Gann Appropriations Limit - Article XIII-B of the California State Constitution that provides limits to the total amount of appropriations in any fiscal year from tax proceeds.

Gas Tax Fund - A fund which accounts for the revenues and expenditures of the City's proportionate share of gas tax monies collected by the State of California, which are used for street construction and maintenance. (A special revenue fund.)

General Fund - A fund which accounts for tax and other general purpose revenues (e.g., sales taxes, property taxes, fines, interest, etc.) and records the transactions of general governmental services (e.g., police, fire, library, parks and public works).

Generally Accepted Accounting Principles (GAAP) - Uniform minimum standards and guidelines for financial accounting and reporting.

Generally Accepted Auditing Standards (GAAS) – Standards established by the AICPA for the conduct and reporting of financial audits.

Governmental Accounting Standards Board (GASB) - The authoritative accounting and financial reporting standard-setting body for government entities.

Grant - A restricted funding source for a specific purpose, activity, or facility.

Grants and Seizures Fund - A fund which accounts for monies received from private grants and police seizures. (A special revenue fund.)

Infrastructure - Physical facilities that the residents of the City depend on such as sewers, storm drains, buildings, utility lines, parks and streets.

Interest Income - Revenues generated from interest earned from the City's investments.

Interfund Transactions - The transactions among funds of the same government reporting entity.

Internal Service - The costs of reimbursement for services provided by Internal Service Fund programs to other City programs and departments (e.g., vehicle maintenance, employees' benefits, etc.).

Internal Service Fund - A fund used to finance and account for goods and services provided by one City department to other City departments.

Intra-Governmental Loan Fund - A fund which accounts for costs related to various advances to the Redevelopment Agency. (An internal services fund.)

LAIF - The Local Agency Investment Fund is an investment pool managed by the State of California.

Liability - An obligation that legally binds an entity to settle or pay a debt.

Low and Moderate Income Housing Fund - A fund which accounts for monies received and expended to assist low and moderate income households. (A special revenue fund.)

M

Memorandum of Understanding - Agreement between mutual parties such as between City departments or between the City and employee organizations.

Mission - A broad statement of purpose.

Motor Vehicle License Fee (VLF) - The Motor Vehicle License Fee is a tax on ownership of a registered vehicle.

N

Note Payable – In general, an unconditional written promise signed by the maker to pay a certain sum of money on demand at a fixed or determinable time either to the bearer or to the order of a person designated therein.

Note Receivable - A note payable held by a governmental unit.

O

Objective - A specific statement describing a result to be achieved.

One-Time - Activities or transactions that are irregular or occasional.

Ongoing - Activities or transactions that are continuous or recurring.

Operating Budget - A budget that focuses on everyday operating activities and programs.

P

Pass Through Funds – Payments made by a third party (such as the Federal Government) to the City to be given directly (passed through) to another party.

Payroll - An amount the City pays its employees.

Pentamation – Financial system software

PERS - Public Employees Retirement System is a statewide retirement system for most City employees.

Personnel Services - The cost of labor, including salaries and fringe benefits.

Personnel Expenses - Compensation paid to, or on behalf of, City employees for salaries and wages, overtime and benefits.

Professional Services – Services provided by outside experts.

Project - A job or specific task that identifies an area of funding and improvement.

Property Tax - Tax levied on real estate and personal property.

Proposition A Funds - A fund which accounts for financial transactions in accordance with Proposition A Local Transit Assistance Act regulations. (A special revenue fund.)

Proposition C Funds - A fund which accounts financial transactions in accordance with Proposition C regulations. (A special revenue fund.)

R

Redevelopment Agency - The agency providing oversight for the redevelopment process in the City and is governed by the City Council.

Refunding Bond - The issuance of a new bond for the purpose of retiring an outstanding bond.

Reimbursements – (1) Repayments of amounts remitted on behalf of another party. (2) Interfund transactions that constitute reimbursements to a fund for expenditures or expenses originally made from it, but, that properly apply to another funds.

Reserves - A portion of the fund balance set aside for a specific purpose.

Resolution - In general, an expression of desire or intent. A special order of the City Council which has a lower legal standing than an ordinance.

Resources - Total dollars available to be appropriated including estimated revenues, fund transfers and beginning fund balances.

Revenue - Monies collected and received by the City such as tax payments, business license fees and charges for services.

Revenue Bond - A municipal bond whose debt service is payable solely from the revenues received from operating the facilities acquired or constructed with the proceeds of the bonds.

S

Salary Savings - Amount saved by departments during the fiscal year through salaries, wages and benefits due mostly through retirements, staff turnover and vacancies.

Sales Tax - Tax imposed on all applicable retail and commercial businesses selling goods in the City. This tax is based on the sales price of any taxable transaction relating to taxable personal property.

Service - A deliverable that the customer receives from a department's efforts.

Special Revenue Fund - A fund used to account for the proceeds of specific revenue sources that are restricted by law to be used for specific purposes.

Supplemental Law Enforcement Fund - A fund which accounts for grant monies received for local law enforcement activities. (A special revenue fund.)

Surplus - The excess of revenue over expenses.

T

Tax Allocation Bond – A bond or financial obligation issued by the Redevelopment Agency (RDA) in order to generate funds to implement the redevelopment plan. The bond is repaid with tax increments flowing to the RDA as a result of the RDA's revitalization of the project area.

Tax Increment - The increase in property taxes within the redevelopment project area that result from increases in the project area assessed value that exceeds the base year assessed value.

Transient Occupation Tax (TOT) - Tax imposed on individuals renting accommodations in hotels, motels and boarding houses.

U

User Fees and Charges - The payment of a fee for direct receipt of a public service by the party benefiting from the service.

Utility User's Tax (UUT) – Tax imposed on the use of cable television, telephone services and the consumption of electricity, gas and telephone services.