

## **Fund Summaries**

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### **INTERNAL SERVICE FUNDS**

**Internal Service Funds Expenditures Summary**

**Internal Service Funds Expenditures by Fund**

**Internal Service Funds Expenditures by Type**

**Internal Service Funds FTE Summary**

**Internal Service Funds Revenue**

**The City of La Habra**  
Budget for Fiscal Year 2020 - 2021

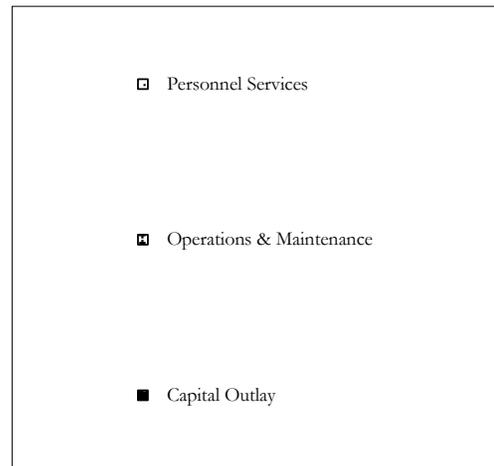
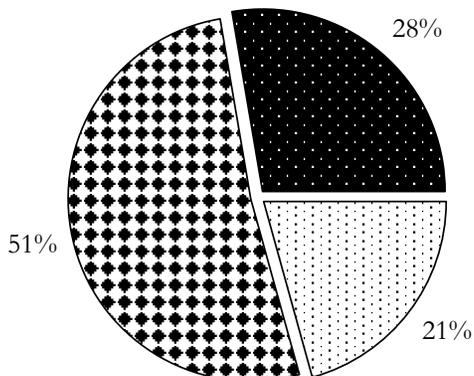
**Internal Service Fund**

**Expenditures Summary**

|   | 2018-2019<br>Actuals<br>Expended | 2019-2020<br>Adopted<br>Budget | 2019-2020<br>Amended<br>Budget | 2020-2021<br>Department<br>Request | 2020-2021<br>Adopted<br>Budget |
|---|----------------------------------|--------------------------------|--------------------------------|------------------------------------|--------------------------------|
| <b>Personnel Services</b>                     |                                  |                                |                                |                                    |                                |
| Salaries - Full Time                          | \$1,032,935                      | \$1,110,843                    | \$1,110,843                    | \$1,157,970                        | \$1,085,771                    |
| Salaries - Part Time                          | \$0                              | \$0                            | \$0                            | \$15,255                           | \$15,255                       |
| Salaries - Overtime                           | \$26,575                         | \$20,073                       | \$20,073                       | \$25,800                           | \$25,800                       |
| Benefits                                      | \$418,633                        | \$454,316                      | \$454,316                      | \$493,642                          | \$483,981                      |
| Allowances                                    | \$7,820                          | \$8,330                        | \$8,330                        | \$8,330                            | \$8,330                        |
| <b>Total for Personnel Services</b>           | <b>\$1,485,963</b>               | <b>\$1,593,562</b>             | <b>\$1,593,562</b>             | <b>\$1,700,997</b>                 | <b>\$1,619,137</b>             |
| <b>Operations &amp; Maintenance</b>           |                                  |                                |                                |                                    |                                |
| Materials & Supplies                          | \$182,867                        | \$185,973                      | \$185,973                      | \$185,873                          | \$185,873                      |
| Dues & Subscriptions                          | \$1,830                          | \$4,610                        | \$4,610                        | \$3,962                            | \$3,962                        |
| Training & Meetings                           | \$3,555                          | \$21,550                       | \$21,550                       | \$18,900                           | \$18,900                       |
| Repair & Maintenance                          | \$336,980                        | \$341,972                      | \$341,972                      | \$367,576                          | \$367,576                      |
| Rent & Leases                                 | \$85,851                         | \$98,500                       | \$98,500                       | \$99,250                           | \$99,250                       |
| Professional Services                         | \$432,650                        | \$590,314                      | \$590,314                      | \$548,564                          | \$548,564                      |
| Special Departmental                          | \$2,565,703                      | \$2,786,227                    | \$2,786,227                    | \$2,813,259                        | \$2,813,259                    |
| <b>Total for Operations &amp; Maintenance</b> | <b>\$3,609,436</b>               | <b>\$4,029,146</b>             | <b>\$4,029,146</b>             | <b>\$4,037,384</b>                 | <b>\$4,037,384</b>             |
| <b>Capital Outlay</b>                         |                                  |                                |                                |                                    |                                |
| Land & Buildings                              | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Furnishings & Fixtures                        | \$0                              | \$1,000                        | \$1,000                        | \$1,000                            | \$1,000                        |
| Equipment                                     | \$305,991                        | \$1,341,500                    | \$1,341,500                    | \$2,150,000                        | \$2,150,000                    |
| Improvements                                  | \$0                              | \$14,000                       | \$14,000                       | \$14,000                           | \$14,000                       |
| <b>Total for Capital Outlay</b>               | <b>\$305,991</b>                 | <b>\$1,356,500</b>             | <b>\$1,356,500</b>             | <b>\$2,165,000</b>                 | <b>\$2,165,000</b>             |
| <b>TOTAL EXPENDITURES:</b>                    | <b>\$5,401,390</b>               | <b>\$6,979,208</b>             | <b>\$6,979,208</b>             | <b>\$7,903,381</b>                 | <b>\$7,821,521</b>             |

**Personnel Summary - Full Time Equivalent (FTE's)**

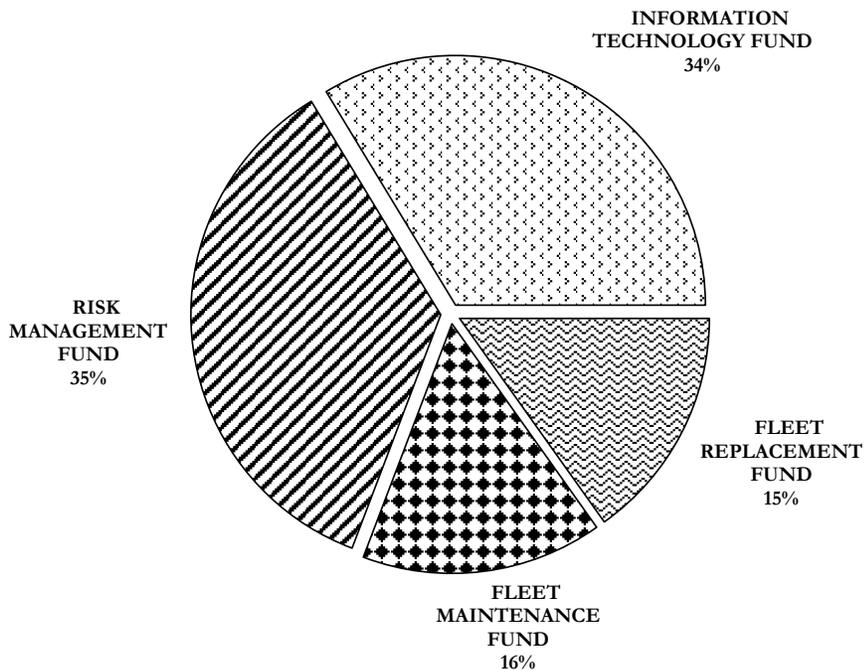
|                       |              |              |              |              |              |
|-----------------------|--------------|--------------|--------------|--------------|--------------|
| Regular               | 12.70        | 11.70        | 11.70        | 11.70        | 11.70        |
| Part Time / Temporary | 0.00         | 0.00         | 0.00         | 0.48         | 0.48         |
| <b>Total</b>          | <b>12.70</b> | <b>11.70</b> | <b>11.70</b> | <b>12.18</b> | <b>12.18</b> |



**The City of La Habra**  
Budget for Fiscal Year 2020 - 2021

**INTERNAL SERVICE FUNDS EXPENDITURES - SUMMARY BY FUND**

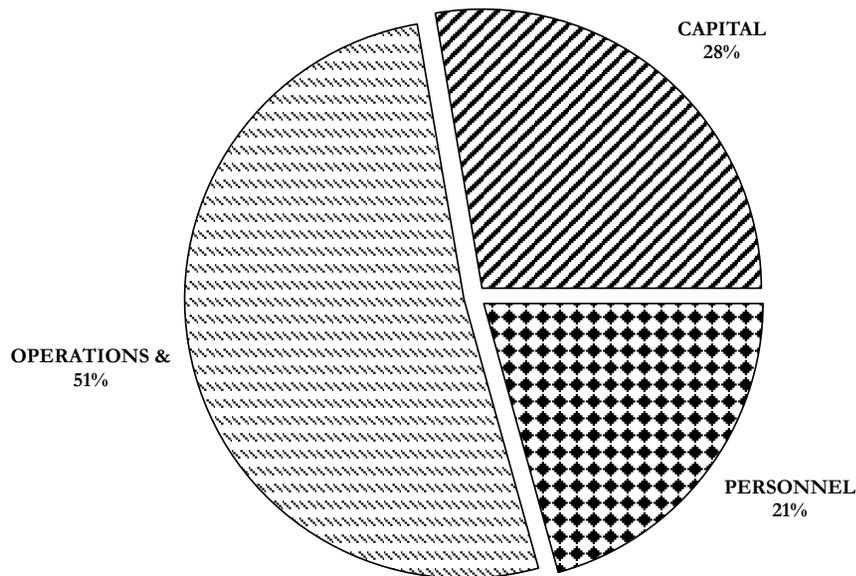
|  |                             | 2018-2019        | 2019-2020        | 2019-2020        | 2020-2021        | 2020-2021        |
|--|-----------------------------|------------------|------------------|------------------|------------------|------------------|
|  |                             | Actuals          | Adopted          | Amended          | Department       | Adopted          |
|  |                             | Expended         | Budget           | Budget           | Request          | Budget           |
| <b>FLEET REPLACEMENT FUND</b>                    |                             |                  |                  |                  |                  |                  |
| 177101   | FLEET REPLACEMENT           | 128,876          | 635,274          | 635,274          | 1,190,029        | 1,186,398        |
|  | SUBTOTAL                    | <u>128,876</u>   | <u>635,274</u>   | <u>635,274</u>   | <u>1,190,029</u> | <u>1,186,398</u> |
| <b>FLEET MAINTENANCE FUND</b>                    |                             |                  |                  |                  |                  |                  |
| 176101   | FLEET MAINTENANCE           | 1,187,882        | 1,206,638        | 1,206,638        | 1,244,405        | 1,220,721        |
|  | SUBTOTAL                    | <u>1,187,882</u> | <u>1,206,638</u> | <u>1,206,638</u> | <u>1,244,405</u> | <u>1,220,721</u> |
| <b>RISK MANAGEMENT FUND</b>                      |                             |                  |                  |                  |                  |                  |
| 164151   | INDUSTRIAL INJURY (W/C)     | 1,100,015        | 1,095,178        | 1,095,178        | 1,119,631        | 1,110,093        |
| 164211   | LIABILITY INSURANCE         | 1,260,611        | 1,645,771        | 1,645,771        | 1,678,929        | 1,670,802        |
|  | SUBTOTAL                    | <u>2,360,626</u> | <u>2,740,949</u> | <u>2,740,949</u> | <u>2,798,560</u> | <u>2,780,895</u> |
| <b>INFORMATION TECHNOLOGY FUND</b>               |                             |                  |                  |                  |                  |                  |
| 165151   | INFORMATION TECHNOLOGY      | 1,517,538        | 1,934,347        | 1,934,347        | 2,009,887        | 1,973,007        |
| 165152   | INFORMATION TECHNOLOGY REPI | 206,468          | 462,000          | 462,000          | 660,500          | 660,500          |
|  | SUBTOTAL                    | <u>1,724,006</u> | <u>2,396,347</u> | <u>2,396,347</u> | <u>2,670,387</u> | <u>2,633,507</u> |
| <b>TOTAL INTERNAL SERVICE FUNDS EXPENDITURES</b> |                             | <u>5,401,390</u> | <u>6,979,208</u> | <u>6,979,208</u> | <u>7,903,381</u> | <u>7,821,521</u> |



**The City of La Habra**  
Budget for Fiscal Year 2020 - 2021

**INTERNAL SERVICE FUNDS EXPENDITURES - BY TYPE**

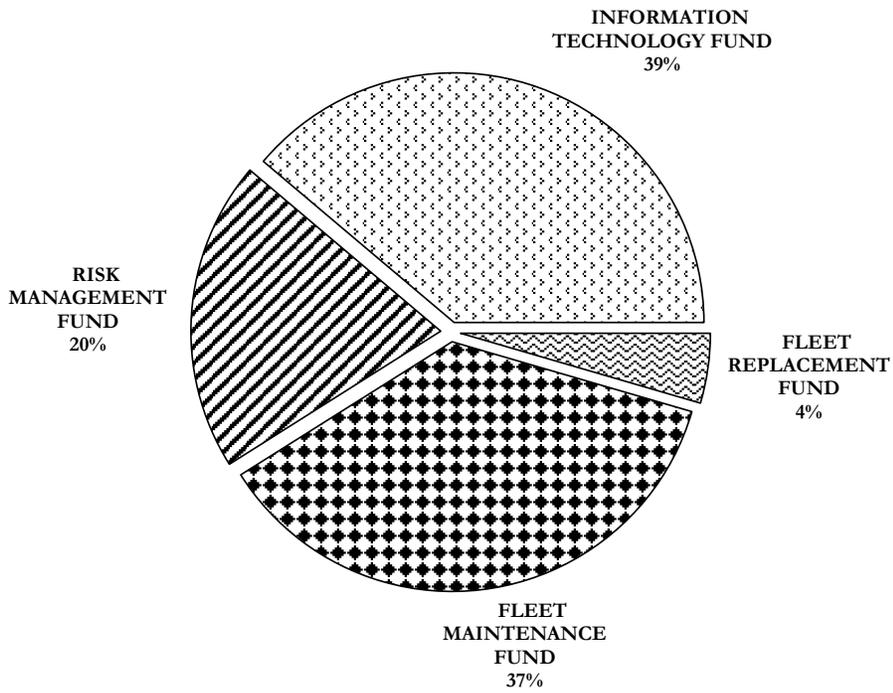
|  |                             | PERSONNEL<br>SERVICES   | OPERATIONS &<br>MAINTENANCE | CAPITAL<br>OUTLAY       | TOTAL<br>BUDGET         |
|--|-----------------------------|-------------------------|-----------------------------|-------------------------|-------------------------|
| <b>FLEET REPLACEMENT FUND</b>                    |                             |                         |                             |                         |                         |
| 177101   | FLEET REPLACEMENT           | 71,714                  | 3,684                       | 1,111,000               | 1,186,398               |
|  | SUBTOTAL                    | <u>71,714</u>           | <u>3,684</u>                | <u>1,111,000</u>        | <u>1,186,398</u>        |
| <b>FLEET MAINTENANCE FUND</b>                    |                             |                         |                             |                         |                         |
| 176101   | FLEET MAINTENANCE           | 497,370                 | 704,851                     | 18,500                  | 1,220,721               |
|  | SUBTOTAL                    | <u>497,370</u>          | <u>704,851</u>              | <u>18,500</u>           | <u>1,220,721</u>        |
| <b>RISK MANAGEMENT FUND</b>                      |                             |                         |                             |                         |                         |
| 164151   | INDUSTRIAL INJURY (W/C)     | 180,593                 | 929,500                     | 0                       | 1,110,093               |
| 164211   | LIABILITY INSURANCE         | 153,675                 | 1,517,127                   | 0                       | 1,670,802               |
|  | SUBTOTAL                    | <u>334,268</u>          | <u>2,446,627</u>            | <u>0</u>                | <u>2,780,895</u>        |
| <b>INFORMATION TECHNOLOGY FUND</b>               |                             |                         |                             |                         |                         |
| 165151   | INFORMATION TECHNOLOGY      | 715,785                 | 882,222                     | 375,000                 | 1,973,007               |
| 165152   | INFORMATION TECHNOLOGY REPI | 0                       | 0                           | 660,500                 | 660,500                 |
|  | SUBTOTAL                    | <u>715,785</u>          | <u>882,222</u>              | <u>1,035,500</u>        | <u>2,633,507</u>        |
| <b>TOTAL INTERNAL SERVICE FUNDS EXPENDITURES</b> |                             | <u><b>1,619,137</b></u> | <u><b>4,037,384</b></u>     | <u><b>2,165,000</b></u> | <u><b>7,821,521</b></u> |



The City of La Habra  
Budget for Fiscal Year 2020 - 2021

**INTERNAL SERVICE FUNDS FTE SUMMARY**

|  |                             | 2018-2019<br>Actuals<br>Expended | 2019-2020<br>Adopted<br>Budget | 2019-2020<br>Amended<br>Budget | 2020-2021<br>Department<br>Request | 2020-2021<br>Adopted<br>Budget |
|--|-----------------------------|----------------------------------|--------------------------------|--------------------------------|------------------------------------|--------------------------------|
| <b>FLEET REPLACEMENT FUND</b>                    |                             |                                  |                                |                                |                                    |                                |
| 177101   | FLEET REPLACEMENT           | 0.55                             | 0.55                           | 0.55                           | 0.55                               | 0.55                           |
|  | <b>SUBTOTAL</b>             | <u>0.55</u>                      | <u>0.55</u>                    | <u>0.55</u>                    | <u>0.55</u>                        | <u>0.55</u>                    |
| <b>FLEET MAINTENANCE FUND</b>                    |                             |                                  |                                |                                |                                    |                                |
| 176101   | FLEET MAINTENANCE           | 4.45                             | 4.45                           | 4.45                           | 4.45                               | 4.45                           |
|  | <b>SUBTOTAL</b>             | <u>4.45</u>                      | <u>4.45</u>                    | <u>4.45</u>                    | <u>4.45</u>                        | <u>4.45</u>                    |
| <b>RISK MANAGEMENT FUND</b>                      |                             |                                  |                                |                                |                                    |                                |
| 164151   | INDUSTRIAL INJURY (W/C)     | 1.35                             | 1.35                           | 1.35                           | 1.35                               | 1.35                           |
| 164211   | LIABILITY INSURANCE         | 1.10                             | 1.10                           | 1.10                           | 1.10                               | 1.10                           |
|  | <b>SUBTOTAL</b>             | <u>2.45</u>                      | <u>2.45</u>                    | <u>2.45</u>                    | <u>2.45</u>                        | <u>2.45</u>                    |
| <b>INFORMATION TECHNOLOGY FUND</b>               |                             |                                  |                                |                                |                                    |                                |
| 165151   | INFORMATION TECHNOLOGY      | 5.25                             | 4.25                           | 4.25                           | 4.73                               | 4.73                           |
| 165152   | INFORMATION TECHNOLOGY REPI | 0.00                             | 0.00                           | 0.00                           | 0.00                               | 0.00                           |
|  | <b>SUBTOTAL</b>             | <u>5.25</u>                      | <u>4.25</u>                    | <u>4.25</u>                    | <u>4.73</u>                        | <u>4.73</u>                    |
| <b>TOTAL INTERNAL SERVICE FUNDS EXPENDITURES</b> |                             | <u>12.70</u>                     | <u>11.70</u>                   | <u>11.70</u>                   | <u>12.18</u>                       | <u>12.18</u>                   |



**The City of La Habra**  
Budget for Fiscal Year 2020 - 2021

**INTERNAL SERVICE FUNDS REVENUE**

|  |  | 2018-2019               | 2019-2020               | 2019-2020               | 2020-2021               | 2020-2021               |
|--|--|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
|  |  | Actuals                 | Adopted                 | Amended                 | Department              | Adopted                 |
|  |  | Revenue                 | Budget                  | Budget                  | Submitted               | Budget                  |
| <b>FLEET REPLACEMENT FUND - 210</b>                  |  |                         |                         |                         |                         |                         |
| 4501   | INTEREST INCOME                                  | 9,502                   | 11,000                  | 11,000                  | 12,300                  | 12,300                  |
| 4505   | GAIN/LOSS ON INVESTMENT                          | -50                     | 0                       | 0                       | 0                       | 0                       |
| 4506   | UNREALIZED GAIN/ (LOSS)                          | 14,710                  | 0                       | 0                       | 0                       | 0                       |
| 4612   | DAMAGE CLAIM RECOVERY                            | -9,350                  | 0                       | 0                       | 0                       | 0                       |
| 4619   | SALE OF VEHICLES                                 | 1,508                   | 5,000                   | 5,000                   | 4,000                   | 4,000                   |
| 4629   | DEPARTMENTAL CHARGES                             | 201,204                 | 718,860                 | 718,860                 | 188,724                 | 188,724                 |
| 8311   | OPERATING TRANSFERS IN                           | 0                       | 0                       | 0                       | 0                       | 0                       |
|  | <b>FLEET REPLACEMENT FUND TOTAL</b>              | <b><u>217,524</u></b>   | <b><u>734,860</u></b>   | <b><u>734,860</u></b>   | <b><u>205,024</u></b>   | <b><u>205,024</u></b>   |
| <b>FLEET MAINTENANCE FUND - 211</b>                  |  |                         |                         |                         |                         |                         |
| 4501   | INTEREST INCOME                                  | 5,351                   | 5,300                   | 5,300                   | 6,000                   | 6,000                   |
| 4505   | GAIN/LOSS ON INVESTMENT                          | -21                     | 0                       | 0                       | 0                       | 0                       |
| 4506   | UNREALIZED GAIN/ (LOSS)                          | 3,429                   | 0                       | 0                       | 0                       | 0                       |
| 4546   | CONTRACT-FLEET MAINT SVCS                        | 3,590                   | 5,000                   | 5,000                   | 3,000                   | 3,000                   |
| 4612   | DAMAGE CLAIM RECOVERY                            | 5,000                   | 0                       | 0                       | 0                       | 0                       |
| 4621   | SALE OF FUEL                                     | 52,554                  | 50,000                  | 50,000                  | 45,000                  | 45,000                  |
| 4629   | DEPARTMENTAL CHARGES                             | 1,057,260               | 1,086,192               | 1,086,192               | 1,040,844               | 1,040,844               |
|  | <b>FLEET MAINTENANCE FUND TOTAL</b>              | <b><u>1,127,163</u></b> | <b><u>1,146,492</u></b> | <b><u>1,146,492</u></b> | <b><u>1,094,844</u></b> | <b><u>1,094,844</u></b> |
| <b>RISK MANAGEMENT FUND - 212</b>                    |  |                         |                         |                         |                         |                         |
| 4501   | INTEREST INCOME                                  | 79,706                  | 46,000                  | 46,000                  | 51,500                  | 51,500                  |
| 4505   | GAIN/LOSS ON INVESTMENT                          | -409                    | 0                       | 0                       | 0                       | 0                       |
| 4506   | UNREALIZED GAIN/ (LOSS)                          | 77,279                  | 0                       | 0                       | 0                       | 0                       |
| 4581   | REIMBURSEMENT SIR WORKER'S CC                    | 29,426                  | 0                       | 0                       | 0                       | 0                       |
| 4582   | REIMBURSEMENT SIR LIABILITY                      | 0                       | 0                       | 0                       | 0                       | 0                       |
| 4607   | ADMINISTRATIVE FEES (Liability)                  | 1,597,092               | 1,700,028               | 1,700,028               | 1,800,012               | 1,800,012               |
| 4624   | PREMIUMS - WORKERS COMP.                         | 1,186,334               | 1,119,995               | 1,119,995               | 1,131,076               | 1,131,076               |
|  | <b>RISK MANAGEMENT FUND TOTAL</b>                | <b><u>2,969,428</u></b> | <b><u>2,866,023</u></b> | <b><u>2,866,023</u></b> | <b><u>2,982,588</u></b> | <b><u>2,982,588</u></b> |
| <b>INFORMATION TECHNOLOGY FUND - 214</b>             |  |                         |                         |                         |                         |                         |
| 4501   | INTEREST INCOME                                  | 14,808                  | 5,900                   | 5,900                   | 6,600                   | 6,600                   |
| 4505   | GAIN/LOSS ON INVESTMENT                          | -70                     | 0                       | 0                       | 0                       | 0                       |
| 4506   | UNREALIZED GAIN/ (LOSS)                          | 6,957                   | 0                       | 0                       | 0                       | 0                       |
| 4599   | MISC CONTRACT/AGREEMENT REIMI                    | 22,998                  | 0                       | 0                       | 0                       | 0                       |
| 4629   | DEPARTMENTAL CHARGES                             | 1,605,480               | 1,578,588               | 1,578,588               | 1,584,252               | 1,584,252               |
|  | <b>INFORMATION SERVICES FUND TOTAL</b>           | <b><u>1,650,173</u></b> | <b><u>1,584,488</u></b> | <b><u>1,584,488</u></b> | <b><u>1,590,852</u></b> | <b><u>1,590,852</u></b> |
| <b>INFORMATION TECHNOLOGY REPLACEMENT FUND - 216</b> |  |                         |                         |                         |                         |                         |
| 4501   | INTEREST INCOME                                  | 921                     | 1,300                   | 1,300                   | 1,450                   | 1,450                   |
| 4505   | GAIN/LOSS ON INVESTMENT                          | -5                      | 0                       | 0                       | 0                       | 0                       |
| 4506   | UNREALIZED GAIN/ (LOSS)                          | 600                     | 0                       | 0                       | 0                       | 0                       |
| 4629   | DEPARTMENTAL CHARGES                             | 79,200                  | 61,758                  | 61,758                  | 93,660                  | 93,660                  |
|  | <b>INFORMATION SERVICES FUND TOTAL</b>           | <b><u>80,716</u></b>    | <b><u>63,058</u></b>    | <b><u>63,058</u></b>    | <b><u>95,110</u></b>    | <b><u>95,110</u></b>    |
| <b>OTHER POST EMPLOYMENT BENEFITS FUND- 217</b>      |  |                         |                         |                         |                         |                         |
| 4501   | INTEREST INCOME                                  | 4,502                   | 0                       | 0                       | 0                       | 0                       |
| 4505   | GAIN/LOSS ON INVESTMENT                          | -24                     | 0                       | 0                       | 0                       | 0                       |
| 4506   | UNREALIZED GAIN/ (LOSS)                          | 430                     | 0                       | 0                       | 0                       | 0                       |
| 4629   | DEPARTMENTAL CHARGES                             | 367,050                 | 415,896                 | 415,896                 | 440,000                 | 440,000                 |
|  | <b>OTHER POST EMPLOYMENT BENEFITS FUND TOTAL</b> | <b><u>371,958</u></b>   | <b><u>415,896</u></b>   | <b><u>415,896</u></b>   | <b><u>440,000</u></b>   | <b><u>440,000</u></b>   |
|  | <b>TOTAL INTERNAL SERVICE FUNDS REVENUE</b>      | <b><u>6,416,961</u></b> | <b><u>6,810,817</u></b> | <b><u>6,810,817</u></b> | <b><u>6,408,418</u></b> | <b><u>6,408,418</u></b> |

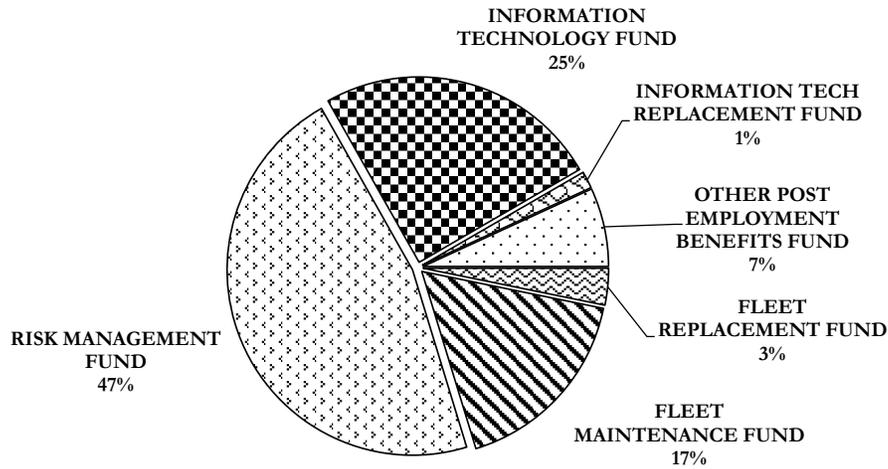
**The City of La Habra**  
Budget for Fiscal Year 2020 - 2021

**INTERNAL SERVICE FUNDS REVENUE**

| 2018-2019<br>Actuals<br>Revenue | 2019-2020<br>Adopted<br>Budget | 2019-2020<br>Amended<br>Budget | 2020-2021<br>Department<br>Submitted | 2020-2021<br>Adopted<br>Budget |
|---------------------------------|--------------------------------|--------------------------------|--------------------------------------|--------------------------------|
|---------------------------------|--------------------------------|--------------------------------|--------------------------------------|--------------------------------|

**SUMMARY**

|   |                  |                  |                  |                  |                  |
|---|------------------|------------------|------------------|------------------|------------------|
| FLEET REPLACEMENT FUND                      | 217,524          | 734,860          | 734,860          | 205,024          | 205,024          |
| FLEET MAINTENANCE FUND                      | 1,127,163        | 1,146,492        | 1,146,492        | 1,094,844        | 1,094,844        |
| RISK MANAGEMENT FUND                        | 2,969,428        | 2,866,023        | 2,866,023        | 2,982,588        | 2,982,588        |
| INFORMATION TECHNOLOGY FUND                 | 1,650,173        | 1,584,488        | 1,584,488        | 1,590,852        | 1,590,852        |
| INFORMATION TECH REPLACEMENT FU             | 80,716           | 63,058           | 63,058           | 95,110           | 95,110           |
| OTHER POST EMPLOYMENT BENEFITS I            | 371,958          | 415,896          | 415,896          | 440,000          | 440,000          |
| <b>TOTAL INTERNAL SERVICE FUNDS REVENUE</b> | <b>6,416,961</b> | <b>6,810,817</b> | <b>6,810,817</b> | <b>6,408,418</b> | <b>6,408,418</b> |



## **Internal Service Funds Detail Section**

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Fleet Replacement Fund  
Fleet Management Fund  
Risk Management Fund  
Information Technology Fund

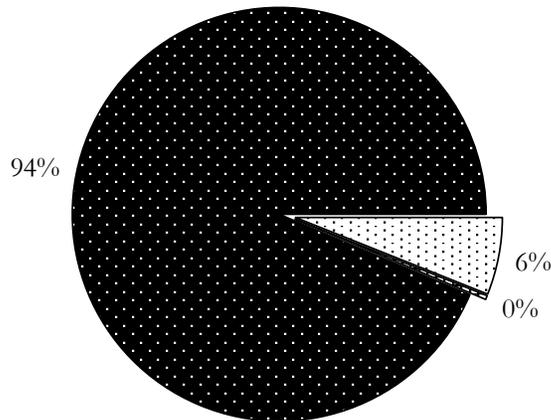
**The City of La Habra**  
**Budget for Fiscal Year 2020 - 2021**

**Department of Public Works**  
**Internal Service Fund**  
**Fleet Replacement Fund**  
**177101**

|   | 2018-2019<br>Actuals<br>Expended | 2019-2020<br>Adopted<br>Budget | 2019-2020<br>Amended<br>Budget | 2020-2021<br>Department<br>Request | 2020-2021<br>Adopted<br>Budget |
|---|----------------------------------|--------------------------------|--------------------------------|------------------------------------|--------------------------------|
| <b>Personnel Services</b>                     |                                  |                                |                                |                                    |                                |
| Salaries - Full Time                          | \$45,280                         | \$48,561                       | \$48,561                       | \$49,627                           | \$46,534                       |
| Salaries - Part Time                          | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Salaries - Overtime                           | \$3,215                          | \$1,500                        | \$1,500                        | \$3,200                            | \$3,200                        |
| Benefits                                      | \$17,659                         | \$20,246                       | \$20,246                       | \$22,079                           | \$21,541                       |
| Allowances                                    | \$197                            | \$439                          | \$439                          | \$439                              | \$439                          |
| <b>Total for Personnel Services</b>           | <b>\$66,351</b>                  | <b>\$70,746</b>                | <b>\$70,746</b>                | <b>\$75,345</b>                    | <b>\$71,714</b>                |
| <b>Operations &amp; Maintenance</b>           |                                  |                                |                                |                                    |                                |
| Materials & Supplies                          | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Dues & Subscriptions                          | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Training & Meetings                           | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Repair & Maintenance                          | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Rent & Leases                                 | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Professional Services                         | \$1,100                          | \$0                            | \$0                            | \$0                                | \$0                            |
| Special Departmental                          | \$5,940                          | \$3,528                        | \$3,528                        | \$3,684                            | \$3,684                        |
| <b>Total for Operations &amp; Maintenance</b> | <b>\$7,040</b>                   | <b>\$3,528</b>                 | <b>\$3,528</b>                 | <b>\$3,684</b>                     | <b>\$3,684</b>                 |
| <b>Capital Outlay</b>                         |                                  |                                |                                |                                    |                                |
| Land & Buildings                              | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Furnishings & Fixtures                        | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Equipment                                     | \$55,485                         | \$547,000                      | \$547,000                      | \$1,097,000                        | \$1,097,000                    |
| Improvements                                  | \$0                              | \$14,000                       | \$14,000                       | \$14,000                           | \$14,000                       |
| <b>Total for Capital Outlay</b>               | <b>\$55,485</b>                  | <b>\$561,000</b>               | <b>\$561,000</b>               | <b>\$1,111,000</b>                 | <b>\$1,111,000</b>             |
| <b>TOTAL EXPENDITURES:</b>                    | <b>\$128,876</b>                 | <b>\$635,274</b>               | <b>\$635,274</b>               | <b>\$1,190,029</b>                 | <b>\$1,186,398</b>             |

**Personnel Summary - Full Time Equivalent (FTE's)**

|                       |             |             |             |             |             |
|-----------------------|-------------|-------------|-------------|-------------|-------------|
| Regular               | 0.55        | 0.55        | 0.55        | 0.55        | 0.55        |
| Part Time / Temporary | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        |
| <b>Total</b>          | <b>0.55</b> | <b>0.55</b> | <b>0.55</b> | <b>0.55</b> | <b>0.55</b> |



- Personnel Services
- Operations & Maintenance
- Capital Outlay

**THE CITY OF LA HABRA**  
**LINE ITEM DETAIL EXPLANATIONS**  
**Budget for Fiscal Year 2020 - 2021**

Department: Department of Public Works  
Division: Internal Service Fund  
Cost Center: Fleet Replacement Fund Fund Type: Internal Svc  
Org Key #: 177101 Fund Name: Replacement

| OBJECT NUMBER & NAME          | DESCRIPTION<br>(PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)   | 2018-2019 Actuals Expended | 2019-2020 Adopted Budget | 2019-2020 Amended Budget | 2020-2021 Department Request | 2020-2021 Adopted Budget    |
|-------------------------------|--|----------------------------|--------------------------|--------------------------|------------------------------|-----------------------------|
| 6111<br>Salaries<br>Full Time | Current Staffing<br>Operations Manager 20% / 80% - 176101<br>Asst Fleet Coordinator 20% / 80% - 176101<br>Equipment Mechanic 5% / 95% - 176101<br>Equipment Mechanic 5% / 95% - 176101<br>Equipment Mechanic 5% / 95% - 176101<br><br>Proposed reclassification (M-80 to M-85) with new title to Equipment Mechanic II) - Internal Promotion<br><br>Note: The remaining salary % in Fleet Maintenance Fund 176101<br><br>Furlough Days (130 hours=6.25%) | \$45,280                   | \$48,417                 | \$48,417                 | \$49,487                     | \$49,487                    |
|                               |  |                            | \$144                    | \$144                    | \$140                        | \$140                       |
|                               |  |                            |                          |                          |                              | (\$3,093)                   |
| Sub-Total                     |  | \$45,280                   | \$48,561                 | \$48,561                 | \$49,627                     | \$46,534                    |
| 6121<br>Salaries<br>Overtime  |  | \$3,215                    | \$1,500                  | \$1,500                  | \$3,200                      | \$3,200                     |
| Sub-Total                     |  | \$3,215                    | \$1,500                  | \$1,500                  | \$3,200                      | \$3,200                     |
| 6131<br>Salaries<br>Part Time |  |                            |                          |                          |                              |                             |
| Sub-Total                     |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                         |
| 613@<br>Buybacks              | 6134 Buyback Vacation Leave<br>6135 Buyback Comp Time<br>6142 1-Time Salary Adjustment   |                            | \$972                    | \$972                    | \$972                        | \$972                       |
| Sub-Total                     |  | \$841                      | \$972                    | \$972                    | \$972                        | \$972                       |
| 613@<br>Final Payoffs         | 6137 Final Vacation Payoff<br>6138 Final Sick Leave Payoff<br>6139 Final Comp Time Payoff  |                            |                          |                          |                              |                             |
| Sub-Total                     |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                         |
| 6212<br>Medicare              | Full Time/ Proposed reclassification<br>Overtime<br>Furlough   | \$720                      | \$704<br>\$22            | \$704<br>\$22            | \$720<br>\$46                | \$720<br>\$46<br>(\$45)     |
| Sub-Total                     |  | \$720                      | \$726                    | \$726                    | \$766                        | \$721                       |
| 6511<br>Employer<br>PERS      | Full Time<br>Proposed reclassification<br>Furlough   | \$8,091                    | \$10,086<br>\$12         | \$10,086<br>\$12         | \$11,276<br>\$13             | \$11,276<br>\$13<br>(\$298) |
| Sub-Total                     |  | \$8,091                    | \$10,098                 | \$10,098                 | \$11,289                     | \$10,991                    |
| 6512<br>Employee Paid<br>PERS | Full Time  |                            |                          |                          |                              |                             |
| Sub-Total                     |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                         |

**THE CITY OF LA HABRA**  
**LINE ITEM DETAIL EXPLANATIONS**  
**Budget for Fiscal Year 2020 - 2021**

Department: Department of Public Works  
Division: Internal Service Fund  
Cost Center: Fleet Replacement Fund  
Org Key #: 177101  
Fund Type: Internal Svc  
Fund Name: Replacement

| OBJECT NUMBER & NAME                  | DESCRIPTION<br>(PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE) | 2018-2019 Actuals Expended | 2019-2020 Adopted Budget | 2019-2020 Amended Budget | 2020-2021 Department Request | 2020-2021 Adopted Budget            |
|---------------------------------------|--|----------------------------|--------------------------|--------------------------|------------------------------|-------------------------------------|
| 6517<br>Cost Sharing<br>PERS          | Full Time<br>Furlough  | (\$446)                    | (\$486)                  | (\$486)                  | (\$495)                      | (\$495)<br>\$31                     |
| Sub-Total                             |  | (\$446)                    | (\$486)                  | (\$486)                  | (\$495)                      | (\$464)                             |
| 6522<br>Medical<br>Insurance          | Full Time  | \$3,986                    | \$4,360                  | \$4,360                  | \$4,521                      | \$4,521                             |
| Sub-Total                             |  | \$3,986                    | \$4,360                  | \$4,360                  | \$4,521                      | \$4,521                             |
| 6531<br>Worker's<br>Compensation      | Full Time<br>Overtime<br>Proposed reclassification<br>Furlough     | \$3,562                    | \$3,407<br>\$165<br>\$16 | \$3,407<br>\$165<br>\$16 | \$3,525<br>\$351<br>\$15     | \$3,525<br>\$351<br>\$15<br>(\$220) |
| Sub-Total                             |  | \$3,562                    | \$3,588                  | \$3,588                  | \$3,891                      | \$3,671                             |
| 6541<br>Unemployment<br>Insurance     | Full Time<br>Overtime<br>Furlough                                  | \$100                      | \$98<br>\$3              | \$98<br>\$3              | \$99<br>\$6                  | \$99<br>\$6<br>(\$6)                |
| Sub-Total                             |  | \$100                      | \$101                    | \$101                    | \$105                        | \$99                                |
| 6561<br>Allowances                    | Clothing Allowance<br>Cell Allowance                               | \$197                      | \$439<br>\$0             | \$439<br>\$0             | \$439<br>\$0                 | \$439<br>\$0                        |
| Sub-Total                             |  | \$197                      | \$439                    | \$439                    | \$439                        | \$439                               |
| 6565<br>OPEB                          | Full Time  | \$805                      | \$887                    | \$887                    | \$1,030                      | \$1,030                             |
| Sub-Total                             |  | \$805                      | \$887                    | \$887                    | \$1,030                      | \$1,030                             |
| <b>TOTAL PERSONNEL SERVICES</b>       |  | <b>\$66,351</b>            | <b>\$70,746</b>          | <b>\$70,746</b>          | <b>\$75,345</b>              | <b>\$71,714</b>                     |
| 7112<br>Facility Maint<br>Supplies    |  |                            |                          |                          |                              |                                     |
| Sub-Total                             |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                                 |
| 7123<br>Safety Equip<br>& Uniforms    |  |                            |                          |                          |                              |                                     |
| Sub-Total                             |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                                 |
| 7163<br>Reproduction                  |  |                            |                          |                          |                              |                                     |
| Sub-Total                             |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                                 |
| 7165<br>Postage                       |  |                            |                          |                          |                              |                                     |
| Sub-Total                             |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                                 |
| 7199<br>Other Materials<br>& Supplies |  |                            |                          |                          |                              |                                     |
| Sub-Total                             |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                                 |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> |  | <b>\$0</b>                 | <b>\$0</b>               | <b>\$0</b>               | <b>\$0</b>                   | <b>\$0</b>                          |

**THE CITY OF LA HABRA**  
**LINE ITEM DETAIL EXPLANATIONS**  
**Budget for Fiscal Year 2020 - 2021**

Department: Department of Public Works  
 Division: Internal Service Fund  
 Cost Center: Fleet Replacement Fund  
 Org Key #: 177101  
 Fund Type: Internal Svc Replacement  
 Fund Name:

| OBJECT NUMBER & NAME                | DESCRIPTION<br>(PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE) | 2018-2019 Actuals Expended | 2019-2020 Adopted Budget | 2019-2020 Amended Budget | 2020-2021 Department Request | 2020-2021 Adopted Budget |
|-------------------------------------|--|----------------------------|--------------------------|--------------------------|------------------------------|--------------------------|
| 7739<br>Professional Services       |  | \$1,100                    |                          |                          |                              |                          |
| Sub-Total                           |  | \$1,100                    | \$0                      | \$0                      | \$0                          | \$0                      |
| <b>TOTAL PROFESSIONAL SERVICES</b>  |  | <b>\$1,100</b>             | <b>\$0</b>               | <b>\$0</b>               | <b>\$0</b>                   | <b>\$0</b>               |
| 7631<br>Utilities Telephone         |  |                            |                          |                          |                              |                          |
| Sub-Total                           |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7632<br>Utilities Electricity       |  |                            |                          |                          |                              |                          |
| Sub-Total                           |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7634<br>Utilities Natural Gas       |  |                            |                          |                          |                              |                          |
| Sub-Total                           |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7741<br>Outside Printing            |  |                            |                          |                          |                              |                          |
| Sub-Total                           |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7809<br>Risk Mgmt Charge            | Assessed costs   | \$5,940                    | \$3,528                  | \$3,528                  | \$3,684                      | \$3,684                  |
| Sub-Total                           |  | \$5,940                    | \$3,528                  | \$3,528                  | \$3,684                      | \$3,684                  |
| 7810<br>Information Services Charge |  |                            |                          |                          |                              |                          |
| Sub-Total                           |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7811<br>Administrative Costs        |  |                            |                          |                          |                              |                          |
| Sub-Total                           |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7813<br>Advertising                 |  |                            |                          |                          |                              |                          |
| Sub-Total                           |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7817<br>Awards & Recognition        |  |                            |                          |                          |                              |                          |
| Sub-Total                           |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7819<br>Special Events              |  |                            |                          |                          |                              |                          |
| Sub-Total                           |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |

**THE CITY OF LA HABRA**  
**LINE ITEM DETAIL EXPLANATIONS**  
**Budget for Fiscal Year 2020 - 2021**

Department: Department of Public Works  
Division: Internal Service Fund  
Cost Center: Fleet Replacement Fund Fund Type: Internal Svc  
Org Key #: 177101 Fund Name: Replacement

| OBJECT NUMBER & NAME                                   | DESCRIPTION<br>(PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)   | 2018-2019 Actuals Expended | 2019-2020 Adopted Budget                                       | 2019-2020 Amended Budget                                       | 2020-2021 Department Request  | 2020-2021 Adopted Budget  |
|--|--|----------------------------|--|--|---|---|
| 8812<br>Transfers                                      |  |                            |  |  |   |   |
| Sub-Total  |  | \$0                        | \$0  | \$0  | \$0   | \$0   |
| <b>TOTAL SPECIAL DEPARTMENTAL</b>                      |  | <b>\$5,940</b>             | <b>\$3,528</b>   | <b>\$3,528</b>   | <b>\$3,684</b>  | <b>\$3,684</b>  |
| 8911<br>Land   |  |                            |  |  |   |   |
| Sub-Total  |  | \$0                        | \$0  | \$0  | \$0   | \$0   |
| 7714<br>Furniture & Fixtures<br>(under \$5,000)        |  |                            |  |  |   |   |
| 8914<br>(over \$5,000)                                 |  | \$0                        | \$0  | \$0  | \$0   | \$0   |
| <b>TOTAL CAPITAL OUTLAY - LAND &amp; BUILDINGS</b>     |  | <b>\$0</b>                 | <b>\$0</b>   | <b>\$0</b>   | <b>\$0</b>  | <b>\$0</b>  |
| 7716<br>Vehicles<br>(under \$5,000)                    |  |                            |  |  |   |   |
| <b>TOTAL CAPITAL OUTLAY - FURNITURE &amp; FIXTURES</b> |  | <b>\$0</b>                 | <b>\$0</b>   | <b>\$0</b>   | <b>\$0</b>  | <b>\$0</b>  |
| 8916<br>Vehicles<br>(over \$5,000)                     | Vehicles<br>#1 - Wtr Dept Flat bed/Knuckle Boom road plate Trk<br>#6 - Police Pursuit Utility Vehicle & New Equipment<br>#1 - Police Patrol Motorcycle & Equipment<br>#1 New Animal Control Truck W/Stainless Steel Animal Body & A/C<br>#1 New Ambulance<br><br>#3 Mid-Size Dump truck for Street Dept. \$60k each<br>#7 1/2 to 3/4 Ton Trucks for Water, Streets, & Com. Services (\$35k each)<br><br>#5 Service Trucks (\$160k fund from water) | \$55,485                   | \$75,000<br><br><br><br>\$35,000<br><br>\$180,000<br>\$245,000 | \$75,000<br><br><br><br>\$35,000<br><br>\$180,000<br>\$245,000 | \$75,000<br><br>\$300,000<br>\$35,000<br>\$75,000<br>\$175,000<br><br>\$180,000<br>\$245,000<br><br>\$0 | \$75,000<br><br>\$300,000<br>\$35,000<br>\$75,000<br>\$175,000<br><br>\$180,000<br>\$245,000<br><br>\$0 |
| Sub-Total  |  | \$55,485                   | \$535,000  | \$535,000  | \$1,085,000   | \$1,085,000   |
| 8917<br>Equipment<br>(over \$5,000)                    | #1 Water tender trailer \$13k - Deferred<br>#1 Synthetic Turf Sweeper / groomer  |                            | \$12,000   | \$12,000   | \$12,000  | \$12,000  |
| Sub-Total  |  | \$0                        | \$12,000   | \$12,000   | \$12,000  | \$12,000  |
| 7719<br>Computer Equip                                 | Computer Equipment (under \$5,000)   |                            |  |  |   |   |
| 8919<br>Improvements                                   | Computer Equipment (over \$5,000)  |                            |  |  |   |   |
| 7721   | Improvements (under \$5,000)   |                            |  |  |   |   |
| Sub-Total  |  | \$0                        | \$0  | \$0  | \$0   | \$0   |
| <b>TOTAL CAPITAL OUTLAY - EQUIPMENT</b>                |  | <b>\$55,485</b>            | <b>\$547,000</b>   | <b>\$547,000</b>   | <b>\$1,097,000</b>  | <b>\$1,097,000</b>  |
| 8921<br>Improvements<br>(over \$5,000)                 | City Yard Security Gate \$150K(\$60K Water/\$50K Sewer/Flt.\$40K) -Deferred<br>Secondary back up CNG compressor with electrical upgrade.<br>Estimated Project Cost: \$350K pending grant funding. (\$250K-F, \$60K-W, \$40K-S)<br>City Yard back up generator installation, electrical and permitting<br>upgrade \$20k (FLT \$14k/ Water \$3k/ Sewer \$3k)   |                            | \$14,000   | \$14,000   | \$14,000  | \$14,000  |
| <b>TOTAL CAPITAL OUTLAY - IMPROVEMENTS</b>             |  | <b>\$0</b>                 | <b>\$14,000</b>  | <b>\$14,000</b>  | <b>\$14,000</b>   | <b>\$14,000</b>   |

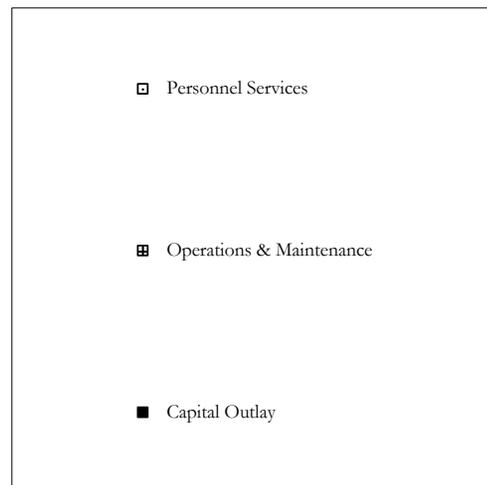
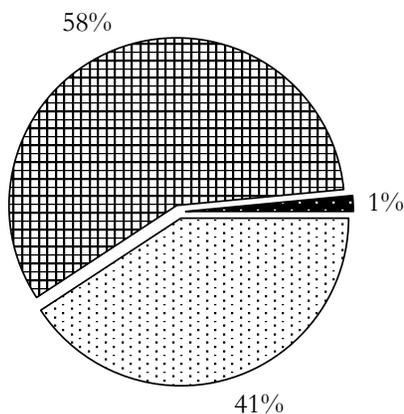
**The City of La Habra**  
**Budget for Fiscal Year 2020 - 2021**

**Department of Public Works**  
**Internal Service Fund**  
**Fleet Maintenance Fund**  
**176101**

|   | 2018-2019<br>Actuals<br>Expended | 2019-2020<br>Adopted<br>Budget | 2019-2020<br>Amended<br>Budget | 2020-2021<br>Department<br>Request | 2020-2021<br>Adopted<br>Budget |
|---|----------------------------------|--------------------------------|--------------------------------|------------------------------------|--------------------------------|
| <b>Personnel Services</b>                     |                                  |                                |                                |                                    |                                |
| Salaries - Full Time                          | \$266,783                        | \$309,222                      | \$309,222                      | \$321,432                          | \$301,508                      |
| Salaries - Part Time                          | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Salaries - Overtime                           | \$19,657                         | \$14,573                       | \$14,573                       | \$19,600                           | \$19,600                       |
| Benefits                                      | \$133,792                        | \$162,689                      | \$162,689                      | \$175,911                          | \$172,151                      |
| Allowances                                    | \$3,554                          | \$4,111                        | \$4,111                        | \$4,111                            | \$4,111                        |
| <b>Total for Personnel Services</b>           | <b>\$423,786</b>                 | <b>\$490,595</b>               | <b>\$490,595</b>               | <b>\$521,054</b>                   | <b>\$497,370</b>               |
| <b>Operations &amp; Maintenance</b>           |                                  |                                |                                |                                    |                                |
| Materials & Supplies                          | \$174,997                        | \$175,423                      | \$175,423                      | \$175,423                          | \$175,423                      |
| Dues & Subscriptions                          | \$275                            | \$750                          | \$750                          | \$762                              | \$762                          |
| Training & Meetings                           | \$1,419                          | \$7,500                        | \$7,500                        | \$7,500                            | \$7,500                        |
| Repair & Maintenance                          | \$13,776                         | \$16,312                       | \$16,312                       | \$21,976                           | \$21,976                       |
| Rent & Leases                                 | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Professional Services                         | \$166,058                        | \$132,626                      | \$132,626                      | \$132,626                          | \$132,626                      |
| Special Departmental                          | \$386,860                        | \$364,932                      | \$364,932                      | \$366,564                          | \$366,564                      |
| <b>Total for Operations &amp; Maintenance</b> | <b>\$743,385</b>                 | <b>\$697,543</b>               | <b>\$697,543</b>               | <b>\$704,851</b>                   | <b>\$704,851</b>               |
| <b>Capital Outlay</b>                         |                                  |                                |                                |                                    |                                |
| Land & Buildings                              | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Furnishings & Fixtures                        | \$0                              | \$1,000                        | \$1,000                        | \$1,000                            | \$1,000                        |
| Equipment                                     | \$20,711                         | \$17,500                       | \$17,500                       | \$17,500                           | \$17,500                       |
| Improvements                                  | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| <b>Total for Capital Outlay</b>               | <b>\$20,711</b>                  | <b>\$18,500</b>                | <b>\$18,500</b>                | <b>\$18,500</b>                    | <b>\$18,500</b>                |
| <b>TOTAL EXPENDITURES:</b>                    | <b>\$1,187,882</b>               | <b>\$1,206,638</b>             | <b>\$1,206,638</b>             | <b>\$1,244,405</b>                 | <b>\$1,220,721</b>             |

**Personnel Summary - Full Time Equivalent (FTE's)**

|                       |             |             |             |             |             |
|-----------------------|-------------|-------------|-------------|-------------|-------------|
| Regular               | 4.45        | 4.45        | 4.45        | 4.45        | 4.45        |
| Part Time / Temporary | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        |
| <b>Total</b>          | <b>4.45</b> | <b>4.45</b> | <b>4.45</b> | <b>4.45</b> | <b>4.45</b> |



**THE CITY OF LA HABRA**  
**LINE ITEM DETAIL EXPLANATIONS**  
**Budget for Fiscal Year 2020 - 2021**

Department: Department of Public Works  
Division: Internal Service Fund  
Cost Center: Fleet Maintenance Fund Fund Type: Internal Svc  
Org Key #: 176101 Fund Name: Fleet Mgmt

| OBJECT NUMBER & NAME          | DESCRIPTION<br>(PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)   | 2018-2019 Actuals Expended | 2019-2020 Adopted Budget | 2019-2020 Amended Budget | 2020-2021 Department Request | 2020-2021 Adopted Budget |
|-------------------------------|--|----------------------------|--------------------------|--------------------------|------------------------------|--------------------------|
| 6111<br>Salaries<br>Full Time | Current Staffing<br>Operations Manager 80% / 20% - 177101<br>Asst Fleet Coordinator 80% / 20% - 177101<br>Equipment Mechanic 95% / 5% - 177101<br>Equipment Mechanic 95% / 5% - 177101<br>Equipment Mechanic 95% / 5% - 177101<br><br>Proposed reclassification (M-80 to M-85) with new title to Equipment Mechanic II) - Internal Promotion<br><br>Note: The remaining salary % in Fleet Replacement Fund 177101<br><br>Furlough Days (130 hours=6.25%) | \$266,783                  | \$306,481                | \$306,481                | \$318,776                    | \$318,776                |
|                               |  |                            | \$2,741                  | \$2,741                  | \$2,656                      | \$2,656                  |
|                               |  |                            |                          |                          |                              | (\$19,924)               |
| <b>Sub-Total</b>              |  | <b>\$266,783</b>           | <b>\$309,222</b>         | <b>\$309,222</b>         | <b>\$321,432</b>             | <b>\$301,508</b>         |
| 6121<br>Salaries<br>Overtime  | Amount allotted for Call Outs and Other O/T situations<br>520 Hours Minimum for Stand-by<br>36 Hours Minimum for Holidays<br>18 Hours average, for annual call-outs and misc. overtime events / emergencies  | \$19,657                   | \$14,573                 | \$14,573                 | \$19,600                     | \$19,600                 |
| <b>Sub-Total</b>              |  | <b>\$19,657</b>            | <b>\$14,573</b>          | <b>\$14,573</b>          | <b>\$19,600</b>              | <b>\$19,600</b>          |
| 6131<br>Salaries<br>Part Time |  |                            |                          |                          |                              |                          |
| <b>Sub-Total</b>              |  | <b>\$0</b>                 | <b>\$0</b>               | <b>\$0</b>               | <b>\$0</b>                   | <b>\$0</b>               |
| 613@<br>Buybacks              | 6134 Buyback Vacation Leave<br>6135 Buyback Comp Time<br>6142 1-Time Salary Adjustment   | \$4,991                    | \$3,888                  | \$3,888                  | \$3,888                      | \$3,888                  |
| <b>Sub-Total</b>              |  | <b>\$4,991</b>             | <b>\$3,888</b>           | <b>\$3,888</b>           | <b>\$3,888</b>               | <b>\$3,888</b>           |
| 613@<br>Final Payoffs         | 6137 Final Vacation Payoff<br>6138 Final Sick Leave Payoff<br>6139 Final Comp Time Payoff  |                            |                          |                          |                              |                          |
| <b>Sub-Total</b>              |  | <b>\$0</b>                 | <b>\$0</b>               | <b>\$0</b>               | <b>\$0</b>                   | <b>\$0</b>               |
| 6212<br>Medicare              | Full Time/ Proposed reclassification<br>Overtime<br>Furlough   | \$4,200                    | \$4,486<br>\$211         | \$4,486<br>\$211         | \$4,661<br>\$284             | \$4,661<br>\$284         |
| <b>Sub-Total</b>              |  | <b>\$4,200</b>             | <b>\$4,697</b>           | <b>\$4,697</b>           | <b>\$4,945</b>               | <b>\$4,656</b>           |
| 6511<br>Employer<br>PERS      | Full Time<br>Proposed reclassification<br>Furlough   | \$56,457                   | \$73,933<br>\$219        | \$73,933<br>\$219        | \$83,358<br>\$256            | \$83,358<br>\$256        |
| <b>Sub-Total</b>              |  | <b>\$56,457</b>            | <b>\$74,152</b>          | <b>\$74,152</b>          | <b>\$83,614</b>              | <b>\$81,694</b>          |
| 6512<br>Employee Paid<br>PERS | Full Time  | \$2                        |                          |                          |                              |                          |
| <b>Sub-Total</b>              |  | <b>\$2</b>                 | <b>\$0</b>               | <b>\$0</b>               | <b>\$0</b>                   | <b>\$0</b>               |

| THE CITY OF LA HABRA<br>LINE ITEM DETAIL EXPLANATIONS<br>Budget for Fiscal Year 2020 - 2021 |  | Department: Department of Public Works<br>Division: Internal Service Fund<br>Cost Center: Fleet Maintenance Fund<br>Org Key #: 176101 |                              |                              |                              |   | Fund Type: Internal Svc<br>Fund Name: Fleet Mgmt |
|---|--|---|------------------------------|------------------------------|------------------------------|---|--|
| OBJECT NUMBER & NAME  | DESCRIPTION<br>(PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)   | 2018-2019 Actuals Expended  | 2019-2020 Adopted Budget     | 2019-2020 Amended Budget     | 2020-2021 Department Request | 2020-2021 Adopted Budget                  |  |
| 6517<br>Cost Sharing<br>PERS  | Full Time<br>Furlough  | (\$2,628)   | (\$3,092)                    | (\$3,092)                    | (\$3,188)                    | (\$3,188)<br>\$199                        |  |
| Sub-Total   |  | (\$2,628)   | (\$3,092)                    | (\$3,092)                    | (\$3,188)                    | (\$2,989)                                 |  |
| 6522<br>Medical<br>Insurance  | Full Time  | \$39,656  | \$47,313                     | \$47,313                     | \$47,839                     | \$47,839                                  |  |
| Sub-Total   |  | \$39,656  | \$47,313                     | \$47,313                     | \$47,839                     | \$47,839                                  |  |
| 6531<br>Worker's<br>Compensation  | Full Time<br>Overtime<br>Proposed reclassification<br>Furlough   | \$24,650  | \$26,012<br>\$1,599<br>\$301 | \$26,012<br>\$1,599<br>\$301 | \$27,360<br>\$2,151<br>\$291 | \$27,360<br>\$2,151<br>\$291<br>(\$1,710) |  |
| Sub-Total   |  | \$24,650  | \$27,912                     | \$27,912                     | \$29,802                     | \$28,092                                  |  |
| 6541<br>Unemployment<br>Insurance   | Full Time/ Proposed reclassification<br>Overtime<br>Furlough   | \$589   | \$617<br>\$29                | \$617<br>\$29                | \$642<br>\$39                | \$642<br>\$39<br>(\$40)                   |  |
| Sub-Total   |  | \$589   | \$646                        | \$646                        | \$681                        | \$641                                     |  |
| 6561<br>Allowances  | Clothing Allowance<br>Cell Allowance   | \$3,554   | \$4,111<br>\$0               | \$4,111<br>\$0               | \$4,111<br>\$0               | \$4,111<br>\$0                            |  |
| Sub-Total   |  | \$3,554   | \$4,111                      | \$4,111                      | \$4,111                      | \$4,111                                   |  |
| 6565<br>OPEB  | Full Time  | \$5,875   | \$7,173                      | \$7,173                      | \$8,330                      | \$8,330                                   |  |
| Sub-Total   |  | \$5,875   | \$7,173                      | \$7,173                      | \$8,330                      | \$8,330                                   |  |
| <b>TOTAL PERSONNEL SERVICES</b>   |  | <b>\$423,786</b>  | <b>\$490,595</b>             | <b>\$490,595</b>             | <b>\$521,054</b>             | <b>\$497,370</b>                          |  |
| 7112<br>Facility Maint<br>Supplies  |  |   |                              |                              |                              |   |  |
| Sub-Total   |  | \$0   | \$0                          | \$0                          | \$0                          | \$0                                       |  |
| 7123<br>Safety Equip<br>& Uniforms  | Weekly Uniform Service, Shop rags, floor rugs, etc.<br>PPE - Safety Glasses, Gloves, Rain Gear, Ear Protection,<br>Respirators   | \$3,400   | \$2,423<br>\$1,000           | \$2,423<br>\$1,000           | \$2,423<br>\$1,000           | \$2,423<br>\$1,000                        |  |
| Sub-Total   |  | \$3,400   | \$3,423                      | \$3,423                      | \$3,423                      | \$3,423                                   |  |
| 7163<br>Reproduction  |  |   |                              |                              |                              |   |  |
| Sub-Total   |  | \$0   | \$0                          | \$0                          | \$0                          | \$0                                       |  |
| 7165<br>Postage   |  | \$91  |                              |                              |                              |   |  |
| Sub-Total   |  | \$91  | \$0                          | \$0                          | \$0                          | \$0                                       |  |
| 7199<br>Other Materials<br>& Supplies   | All parts, equipment, small tool equipment, and<br>supplies to maintain the fleet. Band saw blades, drill<br>bits, welding supplies, grinding wheels, brake lath bits,<br>hand tools, tap & dies, etc<br><br>Paper & office supplies | \$171,506   | \$172,000                    | \$172,000                    | \$172,000                    | \$172,000                                 |  |
| Sub-Total   |  | \$171,506   | \$172,000                    | \$172,000                    | \$172,000                    | \$172,000                                 |  |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b>   |  | <b>\$174,997</b>  | <b>\$175,423</b>             | <b>\$175,423</b>             | <b>\$175,423</b>             | <b>\$175,423</b>                          |  |

**THE CITY OF LA HABRA**  
**LINE ITEM DETAIL EXPLANATIONS**  
**Budget for Fiscal Year 2020 - 2021**

Department: Department of Public Works  
 Division: Internal Service Fund  
 Cost Center: Fleet Maintenance Fund  
 Org Key #: 176101  
 Fund Type: Internal Svc  
 Fund Name: Fleet Mgmt

| OBJECT NUMBER & NAME                  | DESCRIPTION<br>(PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)   | 2018-2019 Actuals Expended | 2019-2020 Adopted Budget | 2019-2020 Amended Budget | 2020-2021 Department Request | 2020-2021 Adopted Budget |
|---------------------------------------|--|----------------------------|--------------------------|--------------------------|------------------------------|--------------------------|
| 7215<br>Dues & Memberships            | California Mechanics Association<br>Supervisor and Mechanics<br>National Association of the Fleet Administrators<br>National Association Emergency Vehicle Technicians<br>Dues to attend various meetings as a non-member<br>Supervisor and Mechanic | \$275                      | \$400                    | \$400                    | \$412                        | \$412                    |
| Sub-Total                             |  | \$275                      | \$400                    | \$400                    | \$412                        | \$412                    |
| 7216<br>Publications & Subscriptions  | Barclays CCR Title 13 Updates  |                            | \$350                    | \$350                    | \$350                        | \$350                    |
| Sub-Total                             |  | \$0                        | \$350                    | \$350                    | \$350                        | \$350                    |
| <b>TOTAL DUES &amp; SUBSCRIPTIONS</b> |  | <u>\$275</u>               | <u>\$750</u>             | <u>\$750</u>             | <u>\$762</u>                 | <u>\$762</u>             |
| 7331<br>Training & Conferences        | Mechanics Academy (Sacramento)<br>Fleet Department Employees<br>Management Conferences (Supervisor and Lead)<br>Local Vendor Seminars & Training Classes<br>ASE Testing<br>Welding School & Diagnostic Repair & Motorcycle repair                    | \$1,419                    | \$7,500                  | \$7,500                  | \$7,500                      | \$7,500                  |
| Sub-Total                             |  | \$1,419                    | \$7,500                  | \$7,500                  | \$7,500                      | \$7,500                  |
| 7332<br>Mileage & Parking             |  |                            |                          |                          |                              |                          |
| Sub-Total                             |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7334<br>Meetings                      |  |                            |                          |                          |                              |                          |
| Sub-Total                             |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| <b>TOTAL TRAINING &amp; MEETINGS</b>  |  | <u>\$1,419</u>             | <u>\$7,500</u>           | <u>\$7,500</u>           | <u>\$7,500</u>               | <u>\$7,500</u>           |
| 7431<br>Repair & Maint Equipment      | 800 MHz Backbone Fee (3 radios+ base station),<br>Batteries and Repairs<br><br>#2 Replacement Upgraded 800Mhz radios   |                            | \$2,500                  | \$2,500                  | \$2,500                      | \$2,500                  |
| Sub-Total                             |  | \$0                        | \$2,500                  | \$2,500                  | \$2,500                      | \$2,500                  |
| 7432<br>Repair & Maint Vehicles       | Fleet Division Vehicles  | \$13,776                   | \$13,812                 | \$13,812                 | \$19,476                     | \$19,476                 |
| Sub-Total                             |  | \$13,776                   | \$13,812                 | \$13,812                 | \$19,476                     | \$19,476                 |
| 7433<br>Repair & Maint Facility       |  |                            |                          |                          |                              |                          |
| Sub-Total                             |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| <b>TOTAL REPAIR &amp; MAINTENANCE</b> |  | <u>\$13,776</u>            | <u>\$16,312</u>          | <u>\$16,312</u>          | <u>\$21,976</u>              | <u>\$21,976</u>          |
| 7531<br>Rent & Leases Equipment       |  |                            |                          |                          |                              |                          |
| Sub-Total                             |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7532<br>Rent & Leases Bldg/Facilities |  |                            |                          |                          |                              |                          |
| Sub-Total                             |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7533<br>Rent & Leases Vehicles        |  |                            |                          |                          |                              |                          |
| Sub-Total                             |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| <b>TOTAL RENT &amp; LEASES</b>        |  | <u>\$0</u>                 | <u>\$0</u>               | <u>\$0</u>               | <u>\$0</u>                   | <u>\$0</u>               |

**THE CITY OF LA HABRA**  
**LINE ITEM DETAIL EXPLANATIONS**  
**Budget for Fiscal Year 2020 - 2021**

Department: Department of Public Works  
Division: Internal Service Fund  
Cost Center: Fleet Maintenance Fund Fund Type: Internal Svc  
Org Key #: 176101 Fund Name: Fleet Mgmt

| OBJECT NUMBER & NAME                | DESCRIPTION<br>(PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)  | 2018-2019 Actuals Expended | 2019-2020 Adopted Budget | 2019-2020 Amended Budget | 2020-2021 Department Request | 2020-2021 Adopted Budget |
|-------------------------------------|---|----------------------------|--------------------------|--------------------------|------------------------------|--------------------------|
| 7739<br>Professional Services       | All Outside services used to maintain the fleet<br>Accident Repairs, vehicle washes, unit smogs, dealer repairs, radio repairs, upholstery repairs, muffler repairs car details,<br><br>#1 Particulate Diesel Filter (Vector Truck) | \$166,058                  | \$132,626                | \$132,626                | \$132,626                    | \$132,626                |
| Sub-Total                           |   | \$166,058                  | \$132,626                | \$132,626                | \$132,626                    | \$132,626                |
| <b>TOTAL PROFESSIONAL SERVICES</b>  |   | <b>\$166,058</b>           | <b>\$132,626</b>         | <b>\$132,626</b>         | <b>\$132,626</b>             | <b>\$132,626</b>         |
| 7631<br>Utilities Telephone         |   | \$471                      |                          |                          |                              |                          |
| Sub-Total                           |   | \$471                      | \$0                      | \$0                      | \$0                          | \$0                      |
| 7632<br>Utilities                   | 7632 Utilities-Electricity  |                            |                          |                          |                              |                          |
| 7633<br>Utilities                   | 7633 Utilities-Water  | \$1,404                    |                          |                          |                              |                          |
| Sub-Total                           |   | \$1,404                    | \$0                      | \$0                      | \$0                          | \$0                      |
| 7634<br>Utilities Natural Gas       |   |                            |                          |                          |                              |                          |
| Sub-Total                           |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7741<br>Outside Printing            | Work orders, sheets, defect cards, City logos and decals and supplies   | \$135                      | \$1,000                  | \$1,000                  | \$1,000                      | \$1,000                  |
| Sub-Total                           |   | \$135                      | \$1,000                  | \$1,000                  | \$1,000                      | \$1,000                  |
| 7809<br>Risk Mgmt Charge            | Assessed costs  | \$10,200                   | \$10,284                 | \$10,284                 | \$11,304                     | \$11,304                 |
| Sub-Total                           |   | \$10,200                   | \$10,284                 | \$10,284                 | \$11,304                     | \$11,304                 |
| 7810<br>Information Services Charge | Assessed costs<br>IT Overhead<br>IT Direct Charge   | \$5,041<br>\$1,307         | \$3,267<br>\$1,341       | \$3,267<br>\$1,341       | \$3,559<br>\$1,661           | \$3,559<br>\$1,661       |
| Sub-Total                           |   | \$6,348                    | \$4,608                  | \$4,608                  | \$5,220                      | \$5,220                  |
| 7811<br>Administrative Costs        |   |                            |                          |                          |                              |                          |
| Sub-Total                           |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7813<br>Advertising                 |   |                            |                          |                          |                              |                          |
| Sub-Total                           |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7817<br>Awards & Recognition        |   | \$156                      | \$300                    | \$300                    | \$300                        | \$300                    |
| Sub-Total                           |   | \$156                      | \$300                    | \$300                    | \$300                        | \$300                    |
| 7819<br>Special Events              |   |                            |                          |                          |                              |                          |
| Sub-Total                           |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |

**THE CITY OF LA HABRA**  
**LINE ITEM DETAIL EXPLANATIONS**  
**Budget for Fiscal Year 2020 - 2021**

Department: Department of Public Works  
 Division: Internal Service Fund  
 Cost Center: Fleet Maintenance Fund Fund Type: Internal Svc  
 Org Key #: 176101 Fund Name: Fleet Mgmt

| OBJECT NUMBER & NAME                     | DESCRIPTION<br>(PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)  | 2018-2019 Actuals Expended | 2019-2020 Adopted Budget | 2019-2020 Amended Budget | 2020-2021 Department Request | 2020-2021 Adopted Budget |
|--|---|----------------------------|--------------------------|--------------------------|------------------------------|--------------------------|
| 7831<br>Purchase for Resale (water/fuel) | Fuel Purch. for City Fleet & outside agmts = 125K gal. Avg<br>City Fleet - 108,000 gallons<br>LA County Fire Dept. - 11,000 gallons<br>Lowell Joint School District - 6,000 gallons | \$351,096                  | \$335,000                | \$335,000                | \$335,000                    | \$335,000                |
| Sub-Total                                |   | \$351,096                  | \$335,000                | \$335,000                | \$335,000                    | \$335,000                |
| 7861<br>Damage Claims (Risk Mgmt)        |   |                            |                          |                          |                              |                          |
| Sub-Total                                |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7862<br>Medical Claims (Risk Mgmt)       |   |                            |                          |                          |                              |                          |
| Sub-Total                                |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7867<br>Insurance Liability              |   |                            |                          |                          |                              |                          |
| Sub-Total                                |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7771<br>Vehicle Rplc                     | Assessed cost for replacement of city vehicles.   | \$4,236                    | \$1,740                  | \$1,740                  | \$1,740                      | \$1,740                  |
| 7772<br>IT Equip Rplc                    | Assessed cost for replacement of IT equipment   | \$156                      |                          |                          |                              |                          |
| Sub-Total                                |   | \$4,392                    | \$1,740                  | \$1,740                  | \$1,740                      | \$1,740                  |
| 7875<br>Interest Expense                 |   |                            |                          |                          |                              |                          |
| Sub-Total                                |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7881<br>Principal Payments               |   |                            |                          |                          |                              |                          |
| Sub-Total                                |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7884<br>Property Taxes                   |   |                            |                          |                          |                              |                          |
| Sub-Total                                |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7885<br>OPA Payments (Finance)           |   |                            |                          |                          |                              |                          |
| Sub-Total                                |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7887<br>Pass Thru Payment (Finance)      |   |                            |                          |                          |                              |                          |
| Sub-Total                                |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7899<br>Miscellaneous                    | AQMD- permits, OC Health permits,<br>Underground tank fee, DMV fees,  | \$12,658                   | \$12,000                 | \$12,000                 | \$12,000                     | \$12,000                 |
| Sub-Total                                |   | \$12,658                   | \$12,000                 | \$12,000                 | \$12,000                     | \$12,000                 |
| 7911<br>Program Contingency              |   |                            |                          |                          |                              |                          |
| Sub-Total                                |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |

**THE CITY OF LA HABRA**  
**LINE ITEM DETAIL EXPLANATIONS**  
**Budget for Fiscal Year 2020 - 2021**

Department: Department of Public Works  
Division: Internal Service Fund  
Cost Center: Fleet Maintenance Fund Fund Type: Internal Svc  
Org Key #: 176101 Fund Name: Fleet Mgmt

| OBJECT NUMBER & NAME                                   | DESCRIPTION<br>(PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)   | 2018-2019 Actuals Expended | 2019-2020 Adopted Budget | 2019-2020 Amended Budget | 2020-2021 Department Request | 2020-2021 Adopted Budget |
|--|--|----------------------------|--------------------------|--------------------------|------------------------------|--------------------------|
| 8812<br>Transfers                                      |  |                            |                          |                          |                              |                          |
| Sub-Total  |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| <b>TOTAL SPECIAL DEPARTMENTAL</b>                      |  | <b>\$386,860</b>           | <b>\$364,932</b>         | <b>\$364,932</b>         | <b>\$366,564</b>             | <b>\$366,564</b>         |
| 8911<br>Land   |  |                            |                          |                          |                              |                          |
| Sub-Total  |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7712<br>Buildings<br>(under \$5,000)                   |  |                            |                          |                          |                              |                          |
| 8912<br>Buildings<br>(over \$5,000)                    |  |                            |                          |                          |                              |                          |
| Sub-Total  |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| <b>TOTAL CAPITAL OUTLAY - LAND &amp; BUILDINGS</b>     |  | <b>\$0</b>                 | <b>\$0</b>               | <b>\$0</b>               | <b>\$0</b>                   | <b>\$0</b>               |
| 7714<br>Furniture & Fixtures<br>(under \$5,000)        | Office Equipment   |                            | \$1,000                  | \$1,000                  | \$1,000                      | \$1,000                  |
| 8914<br>Furniture & Fixtures<br>(over \$5,000)         |  |                            |                          |                          |                              |                          |
| <b>TOTAL CAPITAL OUTLAY - FURNITURE &amp; FIXTURES</b> |  | <b>\$0</b>                 | <b>\$1,000</b>           | <b>\$1,000</b>           | <b>\$1,000</b>               | <b>\$1,000</b>           |
| 7716<br>Vehicles<br>(under \$5,000)                    |  |                            |                          |                          |                              |                          |
| 8916<br>(over \$5,000)                                 |  |                            |                          |                          |                              |                          |
| Sub-Total  |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7717<br>Equipment<br>(under \$5,000)                   | Small specialty tools & equipment  | \$259                      | \$2,500                  | \$2,500                  | \$2,500                      | \$2,500                  |
| 8917<br>(over \$5,000)                                 |  |                            |                          |                          |                              |                          |
| Sub-Total  |  | \$259                      | \$2,500                  | \$2,500                  | \$2,500                      | \$2,500                  |
| 7719<br>Computer Equip<br>(under \$5,000)              | Diagnostic scanner (laptop) & annual updates / Vehicle tra   | \$20,452                   | \$15,000                 | \$15,000                 | \$15,000                     | \$15,000                 |
| 8919<br>(over \$5,000)                                 | Quest Maintenance software annual updates<br>Gas Boy Fuel Management software & annual updates<br>Snap on / Pro-Demand Repair & Estimate Annual Software updates |                            |                          |                          |                              |                          |
| Sub-Total  |  | \$20,452                   | \$15,000                 | \$15,000                 | \$15,000                     | \$15,000                 |
| <b>TOTAL CAPITAL OUTLAY - EQUIPMENT</b>                |  | <b>\$20,711</b>            | <b>\$17,500</b>          | <b>\$17,500</b>          | <b>\$17,500</b>              | <b>\$17,500</b>          |
| 7721<br>Improvements<br>(under \$5,000)                |  |                            |                          |                          |                              |                          |
| 8921<br>Improvements<br>(over \$5,000)                 |  |                            |                          |                          |                              |                          |
| <b>TOTAL CAPITAL OUTLAY - IMPROVEMENTS</b>             |  | <b>\$0</b>                 | <b>\$0</b>               | <b>\$0</b>               | <b>\$0</b>                   | <b>\$0</b>               |

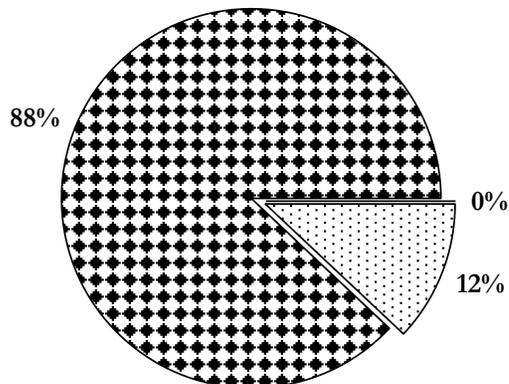
**The City of La Habra**  
Budget for Fiscal Year 2020 - 2021

**Human Resources Department**  
**Internal Service Fund**  
**Risk Management Fund**  
**Summary**

|   | 2018-2019<br>Actuals<br>Expended | 2019-2020<br>Adopted<br>Budget | 2019-2020<br>Amended<br>Budget | 2020-2021<br>Department<br>Request | 2020-2021<br>Adopted<br>Budget |
|---|----------------------------------|--------------------------------|--------------------------------|------------------------------------|--------------------------------|
| <b>Personnel Services</b>                     |                                  |                                |                                |                                    |                                |
| Salaries - Full Time                          | \$224,413                        | \$244,189                      | \$244,189                      | \$254,696                          | \$238,777                      |
| Salaries - Part Time                          | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Salaries - Overtime                           | \$7                              | \$2,000                        | \$2,000                        | \$1,000                            | \$1,000                        |
| Benefits                                      | \$78,676                         | \$94,155                       | \$94,155                       | \$96,237                           | \$94,491                       |
| Allowances                                    | \$234                            | \$0                            | \$0                            | \$0                                | \$0                            |
| <b>Total for Personnel Services</b>           | <b>\$303,330</b>                 | <b>\$340,344</b>               | <b>\$340,344</b>               | <b>\$351,933</b>                   | <b>\$334,268</b>               |
| <b>Operations &amp; Maintenance</b>           |                                  |                                |                                |                                    |                                |
| Materials & Supplies                          | \$1,382                          | \$2,350                        | \$2,350                        | \$2,350                            | \$2,350                        |
| Dues & Subscriptions                          | \$300                            | \$1,300                        | \$1,300                        | \$1,000                            | \$1,000                        |
| Training & Meetings                           | \$553                            | \$3,850                        | \$3,850                        | \$1,200                            | \$1,200                        |
| Repair & Maintenance                          | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Rent & Leases                                 | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Professional Services                         | \$197,755                        | \$295,938                      | \$295,938                      | \$300,938                          | \$300,938                      |
| Special Departmental                          | \$1,857,306                      | \$2,097,167                    | \$2,097,167                    | \$2,141,139                        | \$2,141,139                    |
| <b>Total for Operations &amp; Maintenance</b> | <b>\$2,057,296</b>               | <b>\$2,400,605</b>             | <b>\$2,400,605</b>             | <b>\$2,446,627</b>                 | <b>\$2,446,627</b>             |
| <b>Capital Outlay</b>                         |                                  |                                |                                |                                    |                                |
| Land & Buildings                              | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Furnishings & Fixtures                        | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Equipment                                     | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Improvements                                  | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| <b>Total for Capital Outlay</b>               | <b>\$0</b>                       | <b>\$0</b>                     | <b>\$0</b>                     | <b>\$0</b>                         | <b>\$0</b>                     |
| <b>TOTAL EXPENDITURES:</b>                    | <b>\$2,360,626</b>               | <b>\$2,740,949</b>             | <b>\$2,740,949</b>             | <b>\$2,798,560</b>                 | <b>\$2,780,895</b>             |

**Personnel Summary - Full Time Equivalent (FTE's)**

|                       |             |             |             |             |             |
|-----------------------|-------------|-------------|-------------|-------------|-------------|
| Regular               | 2.45        | 2.45        | 2.45        | 2.45        | 2.45        |
| Part Time / Temporary | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        |
| <b>Total</b>          | <b>2.45</b> | <b>2.45</b> | <b>2.45</b> | <b>2.45</b> | <b>2.45</b> |



- Personnel Services
- Operations & Maintenance
- Capital Outlay

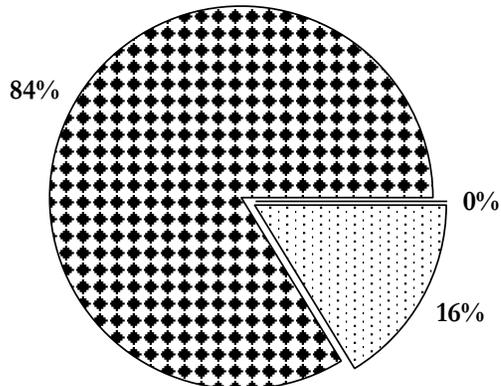
**The City of La Habra**  
Budget for Fiscal Year 2020 - 2021

**Human Resources Department**  
**Risk Management**  
**Industrial Injury (Workers Compensation)**  
**164151**

|   | 2018-2019<br>Actuals<br>Expended | 2019-2020<br>Adopted<br>Budget | 2019-2020<br>Amended<br>Budget | 2020-2021<br>Department<br>Request | 2020-2021<br>Adopted<br>Budget |
|---|----------------------------------|--------------------------------|--------------------------------|------------------------------------|--------------------------------|
| <b>Personnel Services</b>                     |                                  |                                |                                |                                    |                                |
| Salaries - Full Time                          | \$122,505                        | \$131,561                      | \$131,561                      | \$137,515                          | \$128,920                      |
| Salaries - Part Time                          | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Salaries - Overtime                           | \$0                              | \$1,000                        | \$1,000                        | \$500                              | \$500                          |
| Benefits                                      | \$43,380                         | \$49,476                       | \$49,476                       | \$52,116                           | \$51,173                       |
| Allowances                                    | \$123                            | \$0                            | \$0                            | \$0                                | \$0                            |
| <b>Total for Personnel Services</b>           | <b>\$166,008</b>                 | <b>\$182,037</b>               | <b>\$182,037</b>               | <b>\$190,131</b>                   | <b>\$180,593</b>               |
| <b>Operations &amp; Maintenance</b>           |                                  |                                |                                |                                    |                                |
| Materials & Supplies                          | \$0                              | \$450                          | \$450                          | \$450                              | \$450                          |
| Dues & Subscriptions                          | \$150                            | \$1,000                        | \$1,000                        | \$700                              | \$700                          |
| Training & Meetings                           | \$553                            | \$2,750                        | \$2,750                        | \$500                              | \$500                          |
| Repair & Maintenance                          | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Rent & Leases                                 | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Professional Services                         | \$73,202                         | \$77,938                       | \$77,938                       | \$80,438                           | \$80,438                       |
| Special Departmental                          | \$860,102                        | \$831,003                      | \$831,003                      | \$847,412                          | \$847,412                      |
| <b>Total for Operations &amp; Maintenance</b> | <b>\$934,007</b>                 | <b>\$913,141</b>               | <b>\$913,141</b>               | <b>\$929,500</b>                   | <b>\$929,500</b>               |
| <b>Capital Outlay</b>                         |                                  |                                |                                |                                    |                                |
| Land & Buildings                              | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Furnishings & Fixtures                        | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Equipment                                     | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Improvements                                  | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| <b>Total for Capital Outlay</b>               | <b>\$0</b>                       | <b>\$0</b>                     | <b>\$0</b>                     | <b>\$0</b>                         | <b>\$0</b>                     |
| <b>TOTAL EXPENDITURES:</b>                    | <b>\$1,100,015</b>               | <b>\$1,095,178</b>             | <b>\$1,095,178</b>             | <b>\$1,119,631</b>                 | <b>\$1,110,093</b>             |

**Personnel Summary - Full Time Equivalent (FTE's)**

|                       |             |             |             |             |             |
|-----------------------|-------------|-------------|-------------|-------------|-------------|
| Regular               | 1.35        | 1.35        | 1.35        | 1.35        | 1.35        |
| Part Time / Temporary | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        |
| <b>Total</b>          | <b>1.35</b> | <b>1.35</b> | <b>1.35</b> | <b>1.35</b> | <b>1.35</b> |



- Personnel Services
- Operations & Maintenance
- Capital Outlay



**THE CITY OF LA HABRA**  
**LINE ITEM DETAIL EXPLANATIONS**  
**Budget for Fiscal Year 2020 - 2021**

Department: Human Resources Department  
Division: Risk Management  
Cost Center: Industrial Injury (Workers Cc Fund Type: Internal Svc  
Org Key #: \$164,151 Fund Name: Risk Mgmt

| OBJECT NUMBER & NAME                     | DESCRIPTION<br>(PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE) | 2018-2019 Actuals Expended | 2019-2020 Adopted Budget | 2019-2020 Amended Budget | 2020-2021 Department Request | 2020-2021 Adopted Budget |
|--|--|----------------------------|--------------------------|--------------------------|------------------------------|--------------------------|
| \$6,517<br>Cost Sharing<br>PERS          | Full Time<br>Furlough  | (\$1,205)                  | (\$1,316)                | (\$1,316)                | (\$1,375)                    | (\$1,375)<br>\$86        |
| Sub-Total                                |  | (\$1,205)                  | (\$1,316)                | (\$1,316)                | (\$1,375)                    | (\$1,289)                |
| \$6,522<br>Medical<br>Insurance          | Full Time  | \$14,688                   | \$17,103                 | \$17,103                 | \$18,080                     | \$18,080                 |
| \$6,565<br>OPEB                          | Other Post-Employment Benefits (OPEB)                              | \$2,117                    | \$2,177                  | \$2,177                  | \$2,528                      | \$2,528                  |
| Sub-Total                                |  | \$16,805                   | \$19,280                 | \$19,280                 | \$20,608                     | \$20,608                 |
| \$6,531<br>Worker's<br>Compensation      | Full Time<br>Part Time<br>Furlough                                 | \$1,219                    | \$688                    | \$688                    | \$718                        | \$718<br>(\$45)          |
| Sub-Total                                |  | \$1,219                    | \$688                    | \$688                    | \$718                        | \$673                    |
| \$6,541<br>Unemployment<br>Insurance     | Full Time<br>Part Time<br>Furlough                                 | \$250                      | \$265                    | \$265                    | \$275                        | \$275<br>(\$17)          |
| Sub-Total                                |  | \$250                      | \$265                    | \$265                    | \$275                        | \$258                    |
| \$6,561<br>Allowances                    | Auto Allowance   | \$123                      |                          |                          |                              |                          |
| Sub-Total                                |  | \$123                      | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,111<br>Office Supplies               |  | USE 7199                   | USE 7199                 | USE 7199                 | USE 7199                     | USE 7199                 |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| <b>TOTAL PERSONNEL SERVICES</b>          |  | <b>\$166,008</b>           | <b>\$182,037</b>         | <b>\$182,037</b>         | <b>\$190,131</b>             | <b>\$180,593</b>         |
| \$7,112<br>Facility Maint<br>Supplies    |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,123<br>Safety Equip<br>& Uniforms    |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  |                            | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,163<br>Reproduction                  |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,165<br>Postage                       |  |                            | \$100                    | \$100                    | \$100                        | \$100                    |
| Sub-Total                                |  | \$0                        | \$100                    | \$100                    | \$100                        | \$100                    |
| \$7,199<br>Other Materials<br>& Supplies | General Office Supplies  |                            | \$350                    | \$350                    | \$350                        | \$350                    |
| Sub-Total                                |  | \$0                        | \$350                    | \$350                    | \$350                        | \$350                    |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b>    |  | <b>\$0</b>                 | <b>\$450</b>             | <b>\$450</b>             | <b>\$450</b>                 | <b>\$450</b>             |

**THE CITY OF LA HABRA**  
**LINE ITEM DETAIL EXPLANATIONS**  
**Budget for Fiscal Year 2020 - 2021**

Department: Human Resources Department  
 Division: Risk Management  
 Cost Center: Industrial Injury (Workers Cc Fund Type: Internal Svc  
 Org Key #: \$164,151 Fund Name: Risk Mgmt

| OBJECT NUMBER & NAME                     | DESCRIPTION<br>(PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)                                     | 2018-2019 Actuals Expended | 2019-2020 Adopted Budget | 2019-2020 Amended Budget | 2020-2021 Department Request | 2020-2021 Adopted Budget |
|--|--|----------------------------|--------------------------|--------------------------|------------------------------|--------------------------|
| \$7,215<br>Dues & Memberships            | Workers' Compensation Fees<br>CALPELRA Membership (\$270)<br>COSIPA Membership (\$100)<br>RIMS (\$600) | \$150                      | \$1,000                  | \$1,000                  | \$700                        | \$700                    |
| Sub-Total                                |  | \$150                      | \$1,000                  | \$1,000                  | \$700                        | \$700                    |
| \$7,216<br>Publications & Subscriptions  |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| <b>TOTAL DUES &amp; SUBSCRIPTIONS</b>    |  | <u>\$150</u>               | <u>\$1,000</u>           | <u>\$1,000</u>           | <u>\$700</u>                 | <u>\$700</u>             |
| \$7,331<br>Training & Conferences        | PARMA, COSIPA &/or League of California<br>Cities Conference<br>RIMS<br>LCW                            | \$550                      | \$1,250                  | \$1,250                  | \$500                        | \$500                    |
| Sub-Total                                |  | \$550                      | \$2,750                  | \$2,750                  | \$500                        | \$500                    |
| \$7,332<br>Mileage & Parking             |  | \$3                        |                          |                          |                              |                          |
| Sub-Total                                |  | \$3                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,334<br>Meetings                      |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| <b>TOTAL TRAINING &amp; MEETINGS</b>     |  | <u>\$553</u>               | <u>\$2,750</u>           | <u>\$2,750</u>           | <u>\$500</u>                 | <u>\$500</u>             |
| \$7,431<br>Repair & Maint Equipment      |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,432<br>Repair & Maint Vehicles       |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,433<br>Repair & Maint Facility       |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| <b>TOTAL REPAIR &amp; MAINTENANCE</b>    |  | <u>\$0</u>                 | <u>\$0</u>               | <u>\$0</u>               | <u>\$0</u>                   | <u>\$0</u>               |
| \$7,531<br>Rent & Leases Equipment       |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,532<br>Rent & Leases Bldg/Facilities |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,533<br>Rent & Leases Vehicles        |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| <b>TOTAL RENT &amp; LEASES</b>           |  | <u>\$0</u>                 | <u>\$0</u>               | <u>\$0</u>               | <u>\$0</u>                   | <u>\$0</u>               |

**THE CITY OF LA HABRA**  
**LINE ITEM DETAIL EXPLANATIONS**  
**Budget for Fiscal Year 2020 - 2021**

Department: Human Resources Department  
Division: Risk Management  
Cost Center: Industrial Injury (Workers Cc Fund Type: Internal Svc  
Org Key #: \$164,151 Fund Name: Risk Mgmt

| OBJECT NUMBER & NAME                   | DESCRIPTION<br>(PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)  | 2018-2019 Actuals Expended | 2019-2020 Adopted Budget   | 2019-2020 Amended Budget   | 2020-2021 Department Request   | 2020-2021 Adopted Budget       |
|--|---|----------------------------|----------------------------|----------------------------|--------------------------------|--------------------------------|
| \$7,739<br>Professional Services       | AdminSure - Workers' Comp Third Party Admin<br>Injury Illness Prevention Program/Safety<br>Bi-Annual Actuarial Report-Workers' Compensation | \$73,202                   | \$73,202<br>\$4,736<br>\$0 | \$73,202<br>\$4,736<br>\$0 | \$73,202<br>\$4,736<br>\$2,500 | \$73,202<br>\$4,736<br>\$2,500 |
| Sub-Total                              |   | \$73,202                   | \$77,938                   | \$77,938                   | \$80,438                       | \$80,438                       |
| <b>TOTAL PROFESSIONAL SERVICES</b>     |   | <b>\$73,202</b>            | <b>\$77,938</b>            | <b>\$77,938</b>            | <b>\$80,438</b>                | <b>\$80,438</b>                |
| \$7,631<br>Utilities Telephone         |   |                            |                            |                            |                                |                                |
| Sub-Total                              |   | \$0                        | \$0                        | \$0                        | \$0                            | \$0                            |
| \$7,632<br>Utilities Electricity       |   |                            |                            |                            |                                |                                |
| Sub-Total                              |   | \$0                        | \$0                        | \$0                        | \$0                            | \$0                            |
| \$7,634<br>Utilities Natural Gas       |   |                            |                            |                            |                                |                                |
| Sub-Total                              |   | \$0                        | \$0                        | \$0                        | \$0                            | \$0                            |
| \$7,741<br>Outside Printing            |   |                            |                            |                            |                                |                                |
| Sub-Total                              |   | \$0                        | \$0                        | \$0                        | \$0                            | \$0                            |
| \$7,809<br>Risk Mgmt Charge            |   |                            |                            |                            |                                |                                |
| Sub-Total                              |   | \$0                        | \$0                        | \$0                        | \$0                            | \$0                            |
| \$7,810<br>Information Services Charge | Assessed costs<br>IT Overhead<br>IT Direct Charge   | \$1,018<br>\$1,526         | \$762<br>\$1,806           | \$762<br>\$1,806           | \$817<br>\$1,595               | \$817<br>\$1,595               |
| Sub-Total                              |   | \$2,544                    | \$2,568                    | \$2,568                    | \$2,412                        | \$2,412                        |
| \$7,811<br>Administrative Costs        |   |                            |                            |                            |                                |                                |
| Sub-Total                              |   | \$0                        | \$0                        | \$0                        | \$0                            | \$0                            |
| \$7,813<br>Advertising                 |   |                            |                            |                            |                                |                                |
| Sub-Total                              |   | \$0                        | \$0                        | \$0                        | \$0                            | \$0                            |
| \$7,817<br>Awards & Recognition        |   |                            |                            |                            |                                |                                |
| Sub-Total                              |   | \$0                        | \$0                        | \$0                        | \$0                            | \$0                            |
| \$7,819<br>Special Events              |   |                            |                            |                            |                                |                                |
| Sub-Total                              |   | \$0                        | \$0                        | \$0                        | \$0                            | \$0                            |

**THE CITY OF LA HABRA**  
**LINE ITEM DETAIL EXPLANATIONS**  
**Budget for Fiscal Year 2020 - 2021**

Department: Human Resources Department  
Division: Risk Management  
Cost Center: Industrial Injury (Workers Cc Fund Type: Internal Svc  
Org Key #: \$164,151 Fund Name: Risk Mgmt

| OBJECT NUMBER & NAME                                | DESCRIPTION<br>(PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)                | 2018-2019 Actuals Expended | 2019-2020 Adopted Budget | 2019-2020 Amended Budget | 2020-2021 Department Request | 2020-2021 Adopted Budget |
|---|---|----------------------------|--------------------------|--------------------------|------------------------------|--------------------------|
| \$7,858<br>Industrial Injury W/C Reserve            |   | \$52,215                   |                          |                          |                              |                          |
| Sub-Total   |   | \$52,215                   | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,859<br>Legal Industrial Injury                  | Legal Fees  | \$34,232                   | \$100,000                | \$100,000                | \$100,000                    | \$100,000                |
| Sub-Total   |   | \$34,232                   | \$100,000                | \$100,000                | \$100,000                    | \$100,000                |
| \$7,861<br>Damage Claims (Risk Mgmt)                |   |                            |                          |                          |                              |                          |
| Sub-Total   |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,862<br>Medical Claims (Risk Mgmt)               | Medical Expenses  | \$429,240                  | \$375,000                | \$375,000                | \$375,000                    | \$375,000                |
| Sub-Total   |   | \$429,240                  | \$375,000                | \$375,000                | \$375,000                    | \$375,000                |
| \$7,863<br>Temporary Disability (Risk Mgmt)         | Temporary Disability (not inc. 4850)  | \$21,780                   | \$30,000                 | \$30,000                 | \$40,000                     | \$40,000                 |
| Sub-Total   |   | \$21,780                   | \$30,000                 | \$30,000                 | \$40,000                     | \$40,000                 |
| \$7,864<br>Permanent Disability (Risk Mgmt)         |   | \$156,762                  | \$100,000                | \$100,000                | \$100,000                    | \$100,000                |
| Sub-Total   |   | \$156,762                  | \$100,000                | \$100,000                | \$100,000                    | \$100,000                |
| \$7,865<br>Rehabilitation                           | Ergonomic Assessments/ Equipments   | \$29,373                   | \$15,000                 | \$15,000                 | \$15,000                     | \$15,000                 |
| \$7,866<br>Other Claims                             |   | \$350                      | \$30,000                 | \$30,000                 | \$30,000                     | \$30,000                 |
| Sub-Total   |   | \$29,723                   | \$55,000                 | \$55,000                 | \$55,000                     | \$55,000                 |
| \$7,867<br>Insurance Liability                      | Excess Workers' Compensation Insurance<br>CA Dept. Office of Self Insurance Plans | \$133,606                  | \$138,435<br>\$30,000    | \$138,435<br>\$30,000    | \$132,000<br>\$43,000        | \$132,000<br>\$43,000    |
| Sub-Total   |   | \$133,606                  | \$168,435                | \$168,435                | \$175,000                    | \$175,000                |
| \$7,771<br>Vehicle Rplc<br>\$7,772<br>IT Equip Rplc | Assessed cost for replacement of IT equipment                                     |                            |                          |                          |                              |                          |
| Sub-Total   |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,875<br>Interest Expense                         |   |                            |                          |                          |                              |                          |
| Sub-Total   |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,881<br>Principal Payments                       |   |                            |                          |                          |                              |                          |
| Sub-Total   |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,884<br>Property Taxes                           |   |                            |                          |                          |                              |                          |
| Sub-Total   |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |

**THE CITY OF LA HABRA**  
**LINE ITEM DETAIL EXPLANATIONS**  
**Budget for Fiscal Year 2020 - 2021**

Department: Human Resources Department  
 Division: Risk Management  
 Cost Center: Industrial Injury (Workers Cc Fund Type: Internal Svc  
 Org Key #: \$164,151 Fund Name: Risk Mgmt

| OBJECT NUMBER & NAME                               | DESCRIPTION<br>(PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE) | 2018-2019 Actuals Expended | 2019-2020 Adopted Budget | 2019-2020 Amended Budget | 2020-2021 Department Request | 2020-2021 Adopted Budget |
|--|--|----------------------------|--------------------------|--------------------------|------------------------------|--------------------------|
| \$7,885<br>OPA Payments (Finance)                  |  |                            |                          |                          |                              |                          |
| Sub-Total  |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,887<br>Pass Thru Payment (Finance)             |  |                            |                          |                          |                              |                          |
| Sub-Total  |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,899<br>Miscellaneous                           |  |                            |                          |                          |                              |                          |
| Sub-Total  |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,911<br>Program Contingency                     |  |                            |                          |                          |                              |                          |
| Sub-Total  |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$8,812<br>Transfers                               |  |                            |                          |                          |                              |                          |
| Sub-Total  |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| <b>TOTAL SPECIAL DEPARTMENTAL</b>                  |  | <b>\$860,102</b>           | <b>\$831,003</b>         | <b>\$831,003</b>         | <b>\$847,412</b>             | <b>\$847,412</b>         |
| \$8,911<br>Land                                    |  |                            |                          |                          |                              |                          |
| Sub-Total  |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,712<br>Buildings (under \$5,000)               |  |                            |                          |                          |                              |                          |
| \$8,912<br>Buildings (over \$5,000)                |  |                            |                          |                          |                              |                          |
| Sub-Total  |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| <b>TOTAL CAPITAL OUTLAY - LAND &amp; BUILDINGS</b> |  | <b>\$0</b>                 | <b>\$0</b>               | <b>\$0</b>               | <b>\$0</b>                   | <b>\$0</b>               |

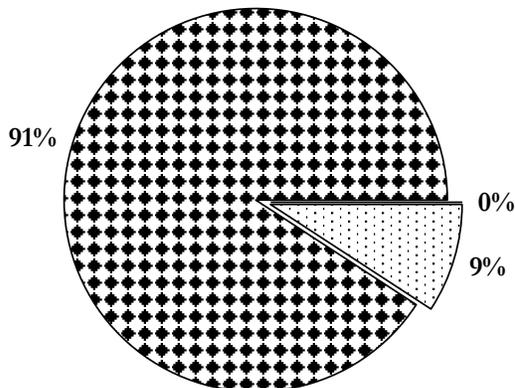
**The City of La Habra**  
**Budget for Fiscal Year 2020 - 2021**

**Human Resources Department**  
**Risk Management**  
**Liability Insurance**  
**164211**

|   | 2018-2019<br>Actuals<br>Expended | 2019-2020<br>Adopted<br>Budget | 2019-2020<br>Amended<br>Budget | 2020-2021<br>Department<br>Request | 2020-2021<br>Adopted<br>Budget |
|---|----------------------------------|--------------------------------|--------------------------------|------------------------------------|--------------------------------|
| <b>Personnel Services</b>                     |                                  |                                |                                |                                    |                                |
| Salaries - Full Time                          | \$101,908                        | \$112,628                      | \$112,628                      | \$117,181                          | \$109,857                      |
| Salaries - Part Time                          | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Salaries - Overtime                           | \$7                              | \$1,000                        | \$1,000                        | \$500                              | \$500                          |
| Benefits                                      | \$35,296                         | \$44,679                       | \$44,679                       | \$44,121                           | \$43,318                       |
| Allowances                                    | \$111                            | \$0                            | \$0                            | \$0                                | \$0                            |
| <b>Total for Personnel Services</b>           | <b>\$137,322</b>                 | <b>\$158,307</b>               | <b>\$158,307</b>               | <b>\$161,802</b>                   | <b>\$153,675</b>               |
| <b>Operations &amp; Maintenance</b>           |                                  |                                |                                |                                    |                                |
| Materials & Supplies                          | \$1,382                          | \$1,900                        | \$1,900                        | \$1,900                            | \$1,900                        |
| Dues & Subscriptions                          | \$150                            | \$300                          | \$300                          | \$300                              | \$300                          |
| Training & Meetings                           | \$0                              | \$1,100                        | \$1,100                        | \$700                              | \$700                          |
| Repair & Maintenance                          | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Rent & Leases                                 | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Professional Services                         | \$124,553                        | \$218,000                      | \$218,000                      | \$220,500                          | \$220,500                      |
| Special Departmental                          | \$997,204                        | \$1,266,164                    | \$1,266,164                    | \$1,293,727                        | \$1,293,727                    |
| <b>Total for Operations &amp; Maintenance</b> | <b>\$1,123,289</b>               | <b>\$1,487,464</b>             | <b>\$1,487,464</b>             | <b>\$1,517,127</b>                 | <b>\$1,517,127</b>             |
| <b>Capital Outlay</b>                         |                                  |                                |                                |                                    |                                |
| Land & Buildings                              | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Furnishings & Fixtures                        | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Equipment                                     | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Improvements                                  | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| <b>Total for Capital Outlay</b>               | <b>\$0</b>                       | <b>\$0</b>                     | <b>\$0</b>                     | <b>\$0</b>                         | <b>\$0</b>                     |
| <b>TOTAL EXPENDITURES:</b>                    | <b>\$1,260,611</b>               | <b>\$1,645,771</b>             | <b>\$1,645,771</b>             | <b>\$1,678,929</b>                 | <b>\$1,670,802</b>             |

**Personnel Summary - Full Time Equivalent (FTE's)**

|                       |             |             |             |             |             |
|-----------------------|-------------|-------------|-------------|-------------|-------------|
| Regular               | 1.10        | 1.10        | 1.10        | 1.10        | 1.10        |
| Part Time / Temporary | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        |
| <b>Total</b>          | <b>1.10</b> | <b>1.10</b> | <b>1.10</b> | <b>1.10</b> | <b>1.10</b> |



- Personnel Services
- Operations & Maintenance
- Capital Outlay



**THE CITY OF LA HABRA**  
**LINE ITEM DETAIL EXPLANATIONS**  
**Budget for Fiscal Year 2020 - 2021**

Department: Human Resources Department  
Division: Risk Management  
Cost Center: Liability Insurance      Fund Type: Internal Svc  
Org Key #: \$164,211      Fund Name: Risk Mgmt

| OBJECT NUMBER & NAME                     | DESCRIPTION<br>(PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE) | 2018-2019 Actuals Expended | 2019-2020 Adopted Budget | 2019-2020 Amended Budget | 2020-2021 Department Request | 2020-2021 Adopted Budget |
|--|--|----------------------------|--------------------------|--------------------------|------------------------------|--------------------------|
| \$6,517<br>Cost Sharing<br>PERS          | Full Time<br>Furlough  | (\$1,003)                  | (\$1,126)                | (\$1,126)                | (\$1,172)                    | (\$1,172)<br>\$73        |
| Sub-Total                                |  | (\$1,003)                  | (\$1,126)                | (\$1,126)                | (\$1,172)                    | (\$1,099)                |
| \$6,522<br>Medical<br>Insurance          | Full Time  | \$11,403                   | \$14,994                 | \$14,994                 | \$15,545                     | \$15,545                 |
| \$6,565<br>OPEB                          | Other Post-Employment Benefits (OPEB)                              | \$1,725                    | \$1,773                  | \$1,773                  | \$2,059                      | \$2,059                  |
| Sub-Total                                |  | \$13,128                   | \$16,767                 | \$16,767                 | \$17,604                     | \$17,604                 |
| \$6,531<br>Worker's<br>Compensation      | Full Time<br>Part Time<br>Furlough                                 | \$1,109                    | \$589                    | \$589                    | \$612                        | \$612<br>(\$38)          |
| Sub-Total                                |  | \$1,109                    | \$589                    | \$589                    | \$612                        | \$574                    |
| \$6,541<br>Unemployment<br>Insurance     | Full Time<br>Part Time<br>Furlough                                 | \$208                      | \$226                    | \$226                    | \$234                        | \$234<br>(\$15)          |
| Sub-Total                                |  | \$208                      | \$226                    | \$226                    | \$234                        | \$219                    |
| \$6,561<br>Allowances                    | Auto Allowance   | \$111                      |                          |                          |                              |                          |
| Sub-Total                                |  | \$111                      | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,111<br>Office Supplies               |  | USE 7199                   | USE 7199                 | USE 7199                 | USE 7199                     | USE 7199                 |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| <b>TOTAL PERSONNEL SERVICES</b>          |  | <b>\$137,322</b>           | <b>\$158,307</b>         | <b>\$158,307</b>         | <b>\$161,802</b>             | <b>\$153,675</b>         |
| \$7,112<br>Facility Maint<br>Supplies    |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,123<br>Safety Equip<br>& Uniforms    |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,163<br>Reproduction                  | Color Copies/Photos  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,165<br>Postage                       |  | \$58                       | \$300                    | \$300                    | \$300                        | \$300                    |
| Sub-Total                                |  | \$58                       | \$300                    | \$300                    | \$300                        | \$300                    |
| \$7,199<br>Other Materials<br>& Supplies | General Office Supplies  | \$1,324                    | \$1,600                  | \$1,600                  | \$1,600                      | \$1,600                  |
| Sub-Total                                |  | \$1,324                    | \$1,600                  | \$1,600                  | \$1,600                      | \$1,600                  |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b>    |  | <b>\$1,382</b>             | <b>\$1,900</b>           | <b>\$1,900</b>           | <b>\$1,900</b>               | <b>\$1,900</b>           |

**THE CITY OF LA HABRA**  
**LINE ITEM DETAIL EXPLANATIONS**  
**Budget for Fiscal Year 2020 - 2021**

Department: Human Resources Department  
 Division: Risk Management  
 Cost Center: Liability Insurance  
 Org Key #: \$164,211  
 Fund Type: Internal Svc  
 Fund Name: Risk Mgmt

| OBJECT NUMBER & NAME                     | DESCRIPTION<br>(PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE) | 2018-2019 Actuals Expended | 2019-2020 Adopted Budget | 2019-2020 Amended Budget | 2020-2021 Department Request | 2020-2021 Adopted Budget |
|--|--|----------------------------|--------------------------|--------------------------|------------------------------|--------------------------|
| \$7,215<br>Dues & Memberships            | PARMA  | \$150                      | \$300                    | \$300                    | \$300                        | \$300                    |
| Sub-Total                                |  | \$150                      | \$300                    | \$300                    | \$300                        | \$300                    |
| \$7,216<br>Publications & Subscriptions  |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| <b>TOTAL DUES &amp; SUBSCRIPTIONS</b>    |  | <u>\$150</u>               | <u>\$300</u>             | <u>\$300</u>             | <u>\$300</u>                 | <u>\$300</u>             |
| \$7,331<br>Training & Conferences        | PARMA &/or League of California Cities Conference<br>RIMS          |                            | \$1,000                  | \$1,000                  | \$600                        | \$600                    |
| Sub-Total                                |  | \$0                        | \$1,000                  | \$1,000                  | \$600                        | \$600                    |
| \$7,332<br>Mileage & Parking             |  |                            | \$100                    | \$100                    | \$100                        | \$100                    |
| Sub-Total                                |  | \$0                        | \$100                    | \$100                    | \$100                        | \$100                    |
| \$7,334<br>Meetings                      |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| <b>TOTAL TRAINING &amp; MEETINGS</b>     |  | <u>\$0</u>                 | <u>\$1,100</u>           | <u>\$1,100</u>           | <u>\$700</u>                 | <u>\$700</u>             |
| \$7,431<br>Repair & Maint Equipment      |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,432<br>Repair & Maint Vehicles       |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,433<br>Repair & Maint Facility       |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| <b>TOTAL REPAIR &amp; MAINTENANCE</b>    |  | <u>\$0</u>                 | <u>\$0</u>               | <u>\$0</u>               | <u>\$0</u>                   | <u>\$0</u>               |
| \$7,531<br>Rent & Leases Equipment       |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,532<br>Rent & Leases Bldg/Facilities |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,533<br>Rent & Leases Vehicles        |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| <b>TOTAL RENT &amp; LEASES</b>           |  | <u>\$0</u>                 | <u>\$0</u>               | <u>\$0</u>               | <u>\$0</u>                   | <u>\$0</u>               |

**THE CITY OF LA HABRA**  
**LINE ITEM DETAIL EXPLANATIONS**  
**Budget for Fiscal Year 2020 - 2021**

Department: Human Resources Department  
Division: Risk Management  
Cost Center: Liability Insurance  
Org Key #: \$164,211  
Fund Type: Internal Svc  
Fund Name: Risk Mgmt

| OBJECT NUMBER & NAME                   | DESCRIPTION<br>(PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)       | 2018-2019 Actuals Expended | 2019-2020 Adopted Budget | 2019-2020 Amended Budget | 2020-2021 Department Request     | 2020-2021 Adopted Budget         |
|--|--|----------------------------|--------------------------|--------------------------|----------------------------------|----------------------------------|
| \$7,739<br>Professional Services       | George Hills (new)<br>Legal Fees<br>Bi-Annual Actuarial Report-Liability | \$124,553                  | \$48,000<br>\$170,000    | \$48,000<br>\$170,000    | \$48,000<br>\$170,000<br>\$2,500 | \$48,000<br>\$170,000<br>\$2,500 |
| Sub-Total                              |  | \$124,553                  | \$218,000                | \$218,000                | \$220,500                        | \$220,500                        |
| <b>TOTAL PROFESSIONAL SERVICES</b>     |  | <b>\$124,553</b>           | <b>\$218,000</b>         | <b>\$218,000</b>         | <b>\$220,500</b>                 | <b>\$220,500</b>                 |
| \$7,631<br>Utilities Telephone         |  |                            |                          |                          |                                  |                                  |
| Sub-Total                              |  | \$0                        | \$0                      | \$0                      | \$0                              | \$0                              |
| \$7,632<br>Utilities Electricity       |  |                            |                          |                          |                                  |                                  |
| Sub-Total                              |  | \$0                        | \$0                      | \$0                      | \$0                              | \$0                              |
| \$7,634<br>Utilities Natural Gas       |  |                            |                          |                          |                                  |                                  |
| Sub-Total                              |  | \$0                        | \$0                      | \$0                      | \$0                              | \$0                              |
| \$7,741<br>Outside Printing            |  |                            |                          |                          |                                  |                                  |
| Sub-Total                              |  | \$0                        | \$0                      | \$0                      | \$0                              | \$0                              |
| \$7,809<br>Risk Mgmt Charge            |  |                            |                          |                          |                                  |                                  |
| Sub-Total                              |  | \$0                        | \$0                      | \$0                      | \$0                              | \$0                              |
| \$7,810<br>Information Services Charge | Assessed costs<br>IT Overhead<br>IT Direct Charge                        | \$1,018<br>\$1,526         | \$762<br>\$1,806         | \$762<br>\$1,806         | \$817<br>\$1,595                 | \$817<br>\$1,595                 |
| Sub-Total                              |  | \$2,544                    | \$2,568                  | \$2,568                  | \$2,412                          | \$2,412                          |
| \$7,811<br>Administrative Costs        |  |                            |                          |                          |                                  |                                  |
| Sub-Total                              |  | \$0                        | \$0                      | \$0                      | \$0                              | \$0                              |
| \$7,813<br>Advertising                 |  |                            |                          |                          |                                  |                                  |
| Sub-Total                              |  | \$0                        | \$0                      | \$0                      | \$0                              | \$0                              |
| \$7,817<br>Awards & Recognition        |  |                            |                          |                          |                                  |                                  |
| Sub-Total                              |  | \$0                        | \$0                      | \$0                      | \$0                              | \$0                              |
| \$7,819<br>Special Events              |  |                            |                          |                          |                                  |                                  |
| Sub-Total                              |  | \$0                        | \$0                      | \$0                      | \$0                              | \$0                              |

**THE CITY OF LA HABRA**  
**LINE ITEM DETAIL EXPLANATIONS**  
**Budget for Fiscal Year 2020 - 2021**

Department: Human Resources Department  
 Division: Risk Management  
 Cost Center: Liability Insurance      Fund Type: Internal Svc  
 Org Key #: \$164,211      Fund Name: Risk Mgmt

| OBJECT NUMBER & NAME | DESCRIPTION<br>(PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)  | 2018-2019 Actuals Expended | 2019-2020 Adopted Budget | 2019-2020 Amended Budget | 2020-2021 Department Request | 2020-2021 Adopted Budget |
|----------------------|---|----------------------------|--------------------------|--------------------------|------------------------------|--------------------------|
| \$7,857              | 7857 Liability Insurance Reserve  | \$11,655                   |                          |                          |                              |                          |
| \$7,858              | 7858 Industrial Injury W/C Reserve  |                            |                          |                          |                              |                          |
| Sub-Total            |   | \$11,655                   | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,859              | Legal Industrial Injury   |                            |                          |                          |                              |                          |
| Sub-Total            |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,861              | Losses<br>Damage Claims (Risk Mgmt)   | \$31,381                   | \$125,000                | \$125,000                | \$125,000                    | \$125,000                |
| Sub-Total            |   | \$31,381                   | \$125,000                | \$125,000                | \$125,000                    | \$125,000                |
| \$7,862              | Medical Claims (Risk Mgmt)  |                            |                          |                          |                              |                          |
| Sub-Total            |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,863              | Temporary Disability (Risk Mgmt)  |                            |                          |                          |                              |                          |
| Sub-Total            |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,864              | Permanent Disability (Risk Mgmt)  |                            |                          |                          |                              |                          |
| Sub-Total            |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,865              | Rehabilitation (Risk Mgmt)  |                            |                          |                          |                              |                          |
| Sub-Total            |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,867              | General Liability=\$674864 - Cyber - \$26,000<br>Insurance Earthquake = \$322,000; Property = \$98,775<br>Liability Mobile Equip/Employee Bond/Pollution = \$44,676 | \$951,624                  | \$670,987<br>\$408,078   | \$670,987<br>\$408,078   | \$700,864<br>\$420,775       | \$700,864<br>\$420,775   |
| Sub-Total            |   | \$951,624                  | \$1,138,596              | \$1,138,596              | \$1,166,315                  | \$1,166,315              |
| \$7,771              | Vehicle Rplc  |                            |                          |                          |                              |                          |
| \$7,772              | IT Equip Rplc   |                            |                          |                          |                              |                          |
| Sub-Total            | Assessed cost for replacement of IT equipment   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,875              | Interest Expense  |                            |                          |                          |                              |                          |
| Sub-Total            |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,881              | Principal Payments  |                            |                          |                          |                              |                          |
| Sub-Total            |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,884              | Property Taxes  |                            |                          |                          |                              |                          |
| Sub-Total            |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |

**THE CITY OF LA HABRA**  
**LINE ITEM DETAIL EXPLANATIONS**  
**Budget for Fiscal Year 2020 - 2021**

Department: Human Resources Department  
 Division: Risk Management  
 Cost Center: Liability Insurance      Fund Type: Internal Svc  
 Org Key #: \$164,211      Fund Name: Risk Mgmt

| OBJECT NUMBER & NAME                               | DESCRIPTION<br>(PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE) | 2018-2019 Actuals Expended | 2019-2020 Adopted Budget | 2019-2020 Amended Budget | 2020-2021 Department Request | 2020-2021 Adopted Budget |
|--|--|----------------------------|--------------------------|--------------------------|------------------------------|--------------------------|
| \$7,885<br>OPA Payments (Finance)                  |  |                            |                          |                          |                              |                          |
| Sub-Total  |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,887<br>Pass Thru Payment (Finance)             |  |                            |                          |                          |                              |                          |
| Sub-Total  |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,899<br>Miscellaneous                           |  |                            |                          |                          |                              |                          |
| Sub-Total  |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,911<br>Program Contingency                     |  |                            |                          |                          |                              |                          |
| Sub-Total  |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$8,812<br>Transfers                               |  |                            |                          |                          |                              |                          |
| Sub-Total  |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| <b>TOTAL SPECIAL DEPARTMENTAL</b>                  |  | <b>\$997,204</b>           | <b>\$1,266,164</b>       | <b>\$1,266,164</b>       | <b>\$1,293,727</b>           | <b>\$1,293,727</b>       |
| \$8,911<br>Land                                    |  |                            |                          |                          |                              |                          |
| Sub-Total  |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| \$7,712<br>Buildings (under \$5,000)               |  |                            |                          |                          |                              |                          |
| \$8,912<br>Buildings (over \$5,000)                |  |                            |                          |                          |                              |                          |
| Sub-Total  |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| <b>TOTAL CAPITAL OUTLAY - LAND &amp; BUILDINGS</b> |  | <b>\$0</b>                 | <b>\$0</b>               | <b>\$0</b>               | <b>\$0</b>                   | <b>\$0</b>               |

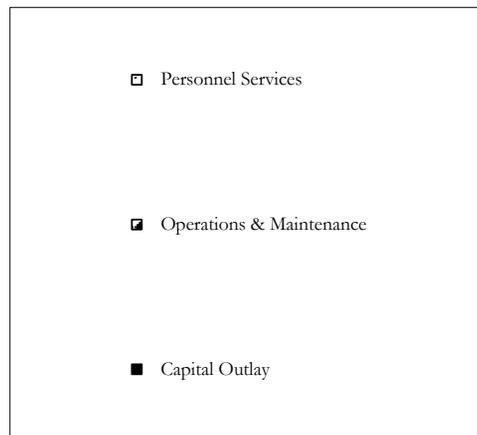
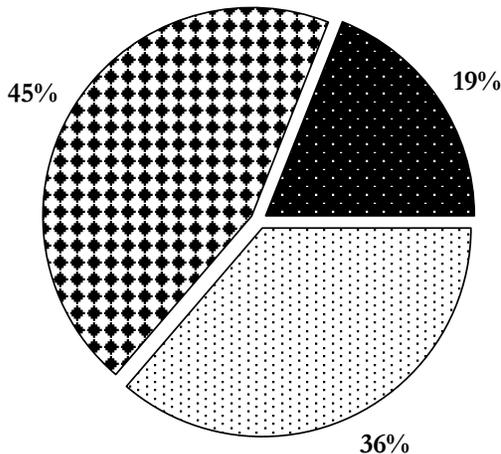
**The City of La Habra**  
Budget for Fiscal Year 2020 - 2021

**Department of Finance/ Administrative Services**  
**Internal Service Fund**  
**Information Technology Fund**  
**165151**

|   | 2018-2019<br>Actuals<br>Expended | 2019-2020<br>Adopted<br>Budget | 2019-2020<br>Amended<br>Budget | 2020-2021<br>Department<br>Request | 2020-2021<br>Adopted<br>Budget |
|---|----------------------------------|--------------------------------|--------------------------------|------------------------------------|--------------------------------|
| <b>Personnel Services</b>                     |                                  |                                |                                |                                    |                                |
| Salaries - Full Time                          | \$496,459                        | \$508,871                      | \$508,871                      | \$532,215                          | \$498,952                      |
| Salaries - Part Time                          | \$0                              | \$0                            | \$0                            | \$15,255                           | \$15,255                       |
| Salaries - Overtime                           | \$3,696                          | \$2,000                        | \$2,000                        | \$2,000                            | \$2,000                        |
| Benefits                                      | \$188,506                        | \$177,226                      | \$177,226                      | \$199,415                          | \$195,798                      |
| Allowances                                    | \$3,835                          | \$3,780                        | \$3,780                        | \$3,780                            | \$3,780                        |
| <b>Total for Personnel Services</b>           | <b>\$692,496</b>                 | <b>\$691,877</b>               | <b>\$691,877</b>               | <b>\$752,665</b>                   | <b>\$715,785</b>               |
| <b>Operations &amp; Maintenance</b>           |                                  |                                |                                |                                    |                                |
| Materials & Supplies                          | \$6,488                          | \$8,200                        | \$8,200                        | \$8,100                            | \$8,100                        |
| Dues & Subscriptions                          | \$1,255                          | \$2,560                        | \$2,560                        | \$2,200                            | \$2,200                        |
| Training & Meetings                           | \$1,583                          | \$10,200                       | \$10,200                       | \$10,200                           | \$10,200                       |
| Repair & Maintenance                          | \$323,204                        | \$325,660                      | \$325,660                      | \$345,600                          | \$345,600                      |
| Rent & Leases                                 | \$85,851                         | \$98,500                       | \$98,500                       | \$99,250                           | \$99,250                       |
| Professional Services                         | \$67,737                         | \$161,750                      | \$161,750                      | \$115,000                          | \$115,000                      |
| Special Departmental                          | \$315,597                        | \$320,600                      | \$320,600                      | \$301,872                          | \$301,872                      |
| <b>Total for Operations &amp; Maintenance</b> | <b>\$801,715</b>                 | <b>\$927,470</b>               | <b>\$927,470</b>               | <b>\$882,222</b>                   | <b>\$882,222</b>               |
| <b>Capital Outlay</b>                         |                                  |                                |                                |                                    |                                |
| Land & Buildings                              | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Furnishings & Fixtures                        | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Equipment                                     | \$23,327                         | \$315,000                      | \$315,000                      | \$375,000                          | \$375,000                      |
| Improvements                                  | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| <b>Total for Capital Outlay</b>               | <b>\$23,327</b>                  | <b>\$315,000</b>               | <b>\$315,000</b>               | <b>\$375,000</b>                   | <b>\$375,000</b>               |
| <b>TOTAL EXPENDITURES:</b>                    | <b>\$1,517,538</b>               | <b>\$1,934,347</b>             | <b>\$1,934,347</b>             | <b>\$2,009,887</b>                 | <b>\$1,973,007</b>             |

**Personnel Summary - Full Time Equivalent (FTE's)**

|                       |             |             |             |             |             |
|-----------------------|-------------|-------------|-------------|-------------|-------------|
| Regular               | 5.25        | 4.25        | 4.25        | 4.25        | 4.25        |
| Part Time / Temporary | 0.00        | 0.00        | 0.00        | 0.48        | 0.48        |
| <b>Total</b>          | <b>5.25</b> | <b>4.25</b> | <b>4.25</b> | <b>4.73</b> | <b>4.73</b> |





**THE CITY OF LA HABRA**  
**LINE ITEM DETAIL EXPLANATIONS**  
**Budget for Fiscal Year 2020 - 2021**

Department: Department of Finance/ Administrative Services  
Division: Internal Service Fund  
Cost Center: Information Technology Fun Fund Type: Internal Svc  
Org Key #: 165151 Fund Name: IT

| OBJECT NUMBER & NAME                  | DESCRIPTION<br>(PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)  | 2018-2019<br>Actuals<br>Expended | 2019-2020<br>Adopted<br>Budget | 2019-2020<br>Amended<br>Budget | 2020-2021<br>Department<br>Request | 2020-2021<br>Adopted<br>Budget |
|---------------------------------------|---|----------------------------------|--------------------------------|--------------------------------|------------------------------------|--------------------------------|
| 6517<br>Cost Sharing<br>PERS          | Full Time<br>Furlough   | (\$4,872)                        | (\$5,089)                      | (\$5,089)                      | (\$5,322)                          | (\$5,322)<br>\$333             |
| Sub-Total                             |   | (\$4,872)                        | (\$5,089)                      | (\$5,089)                      | (\$5,322)                          | (\$4,989)                      |
| 6522<br>Medical<br>Insurance          | Full Time   | \$70,708                         | \$70,055                       | \$70,055                       | \$77,974                           | \$77,974                       |
| Sub-Total                             |   | \$70,708                         | \$70,055                       | \$70,055                       | \$77,974                           | \$77,974                       |
| 6531<br>Worker's<br>Compensation      | Full Time<br>Part Time<br>Furlough                                  | \$2,674                          | \$2,658                        | \$2,658                        | \$2,779<br>\$83                    | \$2,779<br>\$83<br>(\$174)     |
| Sub-Total                             |   | \$2,674                          | \$2,658                        | \$2,658                        | \$2,862                            | \$2,688                        |
| 6541<br>Unemployment<br>Insurance     | Full Time<br>Part Time<br>Furlough                                  | \$1,024                          | \$1,016                        | \$1,016                        | \$1,064<br>\$32                    | \$1,064<br>\$32<br>(\$67)      |
| Sub-Total                             |   | \$1,024                          | \$1,016                        | \$1,016                        | \$1,096                            | \$1,029                        |
| 6561<br>Allowances                    | Auto Allowance<br>Cell Phone Stipend                                | \$3,835                          | \$3,300<br>\$480               | \$3,300<br>\$480               | \$3,300<br>\$480                   | \$3,300<br>\$480               |
| Sub-Total                             |   | \$3,835                          | \$3,780                        | \$3,780                        | \$3,780                            | \$3,780                        |
| 6565<br>OPEB                          | Full Time   | \$7,079                          | \$6,851                        | \$6,851                        | \$7,956                            | \$7,956                        |
| Sub-Total                             |   | \$7,079                          | \$6,851                        | \$6,851                        | \$7,956                            | \$7,956                        |
| <b>TOTAL PERSONNEL SERVICES</b>       |   | <b>\$692,496</b>                 | <b>\$691,877</b>               | <b>\$691,877</b>               | <b>\$752,665</b>                   | <b>\$715,785</b>               |
| 7112<br>Facility Maint<br>Supplies    |   |                                  |                                |                                |                                    |                                |
| Sub-Total                             |   | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| 7123<br>Safety Equip<br>& Uniforms    |   |                                  |                                |                                |                                    |                                |
| Sub-Total                             |   | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| 7163<br>Reproduction                  | Business Cards for Staffs (5 sets)                                  |                                  | \$100                          | \$100                          |                                    |                                |
| Sub-Total                             |   | \$0                              | \$100                          | \$100                          | \$0                                | \$0                            |
| 7165<br>Postage                       |   | \$32                             | \$100                          | \$100                          | \$100                              | \$100                          |
| Sub-Total                             |   | \$32                             | \$100                          | \$100                          | \$100                              | \$100                          |
| 7199<br>Other Materials<br>& Supplies | Regular consumable items (i.e. Office supply,<br>roller kits, etc.) | \$6,456                          | \$8,000                        | \$8,000                        | \$8,000                            | \$8,000                        |
| Sub-Total                             |   | \$6,456                          | \$8,000                        | \$8,000                        | \$8,000                            | \$8,000                        |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> |   | <b>\$6,488</b>                   | <b>\$8,200</b>                 | <b>\$8,200</b>                 | <b>\$8,100</b>                     | <b>\$8,100</b>                 |



**THE CITY OF LA HABRA**  
**LINE ITEM DETAIL EXPLANATIONS**  
**Budget for Fiscal Year 2020 - 2021**

Department: Department of Finance/ Administrative Services  
Division: Internal Service Fund  
Cost Center: Information Technology Fun Fund Type: Internal Svc  
Org Key #: 165151 Fund Name: IT

| OBJECT NUMBER & NAME                | DESCRIPTION<br>(PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)  | 2018-2019 Actuals Expended | 2019-2020 Adopted Budget | 2019-2020 Amended Budget | 2020-2021 Department Request | 2020-2021 Adopted Budget |
|-------------------------------------|---|----------------------------|--------------------------|--------------------------|------------------------------|--------------------------|
| 7739<br>Professional Services       | PD-ILJAOJ JPA Fee; Payroll Programming;<br>GIS Professional Support; Payroll Custom Programming;<br>Email Filter Sys; Offsite Data Storage services;<br>Misc. Contracts;<br><br>OpenGov Web Application (Cancelled) | \$67,737                   | \$158,000                | \$158,000                | \$115,000                    | \$115,000                |
| Sub-Total                           |   | \$67,737                   | \$161,750                | \$161,750                | \$115,000                    | \$115,000                |
| <b>TOTAL PROFESSIONAL SERVICES</b>  |   | <b>\$67,737</b>            | <b>\$161,750</b>         | <b>\$161,750</b>         | <b>\$115,000</b>             | <b>\$115,000</b>         |
| 7631<br>Utilities Telephone         | City local, long distance phone, cellular, circuits<br>pagers service charges, Fiber ISP srvs, PD-video srvs,<br>data circuits, MDT data lines, etc.  | \$275,683                  | \$280,000                | \$280,000                | \$260,000                    | \$260,000                |
| Sub-Total                           |   | \$275,683                  | \$280,000                | \$280,000                | \$260,000                    | \$260,000                |
| 7632<br>Utilities Electricity       |   |                            |                          |                          |                              |                          |
| Sub-Total                           |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7634<br>Utilities Natural Gas       |   |                            |                          |                          |                              |                          |
| Sub-Total                           |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7741<br>Outside Printing            |   |                            |                          |                          |                              |                          |
| Sub-Total                           |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7809<br>Risk Mgmt Charge            | Assessed costs  | \$21,252                   | \$22,656                 | \$22,656                 | \$22,176                     | \$22,176                 |
| Sub-Total                           |   | \$21,252                   | \$22,656                 | \$22,656                 | \$22,176                     | \$22,176                 |
| 7810<br>Information Services Charge | Assessed costs<br>IT Overhead<br>IT Direct Charge   | \$2,349<br>\$4,791         | \$2,349<br>\$4,791       | \$2,349<br>\$4,791       | \$5,315<br>\$3,877           | \$5,315<br>\$3,877       |
| Sub-Total                           |   | \$7,140                    | \$7,140                  | \$7,140                  | \$9,192                      | \$9,192                  |
| 7811<br>Administrative Costs        |   |                            |                          |                          |                              |                          |
| Sub-Total                           |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7813<br>Advertising                 |   |                            |                          |                          |                              |                          |
| Sub-Total                           |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7817<br>Awards & Recognition        |   |                            |                          |                          |                              |                          |
| Sub-Total                           |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7819<br>Special Events              |   |                            |                          |                          |                              |                          |
| Sub-Total                           |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |

**THE CITY OF LA HABRA**  
**LINE ITEM DETAIL EXPLANATIONS**  
**Budget for Fiscal Year 2020 - 2021**

Department: Department of Finance/ Administrative Services  
Division: Internal Service Fund  
Cost Center: Information Technology Fun Fund Type: Internal Svc  
Org Key #: 165151 Fund Name: IT

| OBJECT NUMBER & NAME                     | DESCRIPTION<br>(PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE) | 2018-2019 Actuals Expended | 2019-2020 Adopted Budget | 2019-2020 Amended Budget | 2020-2021 Department Request | 2020-2021 Adopted Budget |
|--|--|----------------------------|--------------------------|--------------------------|------------------------------|--------------------------|
| 7831<br>Purchase for Resale (water/fuel) |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7861<br>Damage Claims (Risk Mgmt)        |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7862<br>Medical Claims (Risk Mgmt)       |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7867<br>Insurance Liability              |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7771<br>Vehicle Rplc                     | Assessed cost for replacement of city vehicles.                    | \$2,832                    |                          |                          |                              |                          |
| 7772<br>IT Equip Rplc                    | Assessed cost for replacement of IT equipment                      | \$804                      | \$804                    | \$804                    | \$504                        | \$504                    |
| Sub-Total                                |  | \$3,636                    | \$804                    | \$804                    | \$504                        | \$504                    |
| 7875<br>Interest Expense                 |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7881<br>Principal Payments               |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7884<br>Property Taxes                   |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7885<br>OPA Payments (Finance)           |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7887<br>Pass Thru Payment (Finance)      |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7899<br>Miscellaneous                    |  |                            |                          |                          |                              |                          |
| Sub-Total                                |  | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7911<br>Program Contingency              |  | \$7,886                    | \$10,000                 | \$10,000                 | \$10,000                     | \$10,000                 |
| Sub-Total                                |  | \$7,886                    | \$10,000                 | \$10,000                 | \$10,000                     | \$10,000                 |

**THE CITY OF LA HABRA**  
**LINE ITEM DETAIL EXPLANATIONS**  
**Budget for Fiscal Year 2020 - 2021**

Department: Department of Finance/ Administrative Services  
Division: Internal Service Fund  
Cost Center: Information Technology Fun Fund Type: Internal Svc  
Org Key #: 165151 Fund Name: IT

| OBJECT NUMBER & NAME                                   | DESCRIPTION<br>(PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)   | 2018-2019 Actuals Expended | 2019-2020 Adopted Budget         | 2019-2020 Amended Budget         | 2020-2021 Department Request     | 2020-2021 Adopted Budget         |
|--|--|----------------------------|----------------------------------|----------------------------------|----------------------------------|----------------------------------|
| 8812<br>Transfers                                      |  |                            |                                  |                                  |                                  |                                  |
| Sub-Total  |  | \$0                        | \$0                              | \$0                              | \$0                              | \$0                              |
| <b>TOTAL SPECIAL DEPARTMENTAL</b>                      |  | <b>\$315,597</b>           | <b>\$320,600</b>                 | <b>\$320,600</b>                 | <b>\$301,872</b>                 | <b>\$301,872</b>                 |
| 8911<br>Land   |  |                            |                                  |                                  |                                  |                                  |
| Sub-Total  |  | \$0                        | \$0                              | \$0                              | \$0                              | \$0                              |
| 7712<br>Buildings<br>(under \$5,000)                   |  |                            |                                  |                                  |                                  |                                  |
| 8912<br>Buildings<br>(over \$5,000)                    |  |                            |                                  |                                  |                                  |                                  |
| Sub-Total  |  | \$0                        | \$0                              | \$0                              | \$0                              | \$0                              |
| <b>TOTAL CAPITAL OUTLAY - LAND &amp; BUILDINGS</b>     |  | <b>\$0</b>                 | <b>\$0</b>                       | <b>\$0</b>                       | <b>\$0</b>                       | <b>\$0</b>                       |
| 7714<br>Furniture & Fixtures<br>(under \$5,000)        |  |                            |                                  |                                  |                                  |                                  |
| 8914<br>Furniture & Fixtures<br>(over \$5,000)         |  |                            |                                  |                                  |                                  |                                  |
| Sub-Total  |  | \$0                        | \$0                              | \$0                              | \$0                              | \$0                              |
| <b>TOTAL CAPITAL OUTLAY - FURNITURE &amp; FIXTURES</b> |  | <b>\$0</b>                 | <b>\$0</b>                       | <b>\$0</b>                       | <b>\$0</b>                       | <b>\$0</b>                       |
| 7716<br>Vehicles<br>(under \$5,000)                    |  |                            |                                  |                                  |                                  |                                  |
| 8916<br>Vehicles<br>(over \$5,000)                     |  |                            |                                  |                                  |                                  |                                  |
| Sub-Total  |  | \$0                        | \$0                              | \$0                              | \$0                              | \$0                              |
| 7717<br>Equipment<br>(under \$5,000)                   |  |                            |                                  |                                  |                                  |                                  |
| 8917<br>Equipment<br>(over \$5,000)                    | Upgrade the Entire Police Station Network Cable Drops<br>Community Center AV System Upgrade  |                            | \$100,000<br>\$100,000           | \$100,000<br>\$100,000           | \$150,000<br>\$100,000           | \$150,000<br>\$100,000           |
| Sub-Total  |  | \$0                        | \$200,000                        | \$200,000                        | \$250,000                        | \$250,000                        |
| 7719<br>Computer Equip<br>(under \$5,000)              |  | \$4,255                    |                                  |                                  |                                  |                                  |
| 8919<br>Computer Equip<br>(over \$5,000)               | Qty. 2 Webfilter Equip Replacement;<br>System Information and Event Management (SIEM) Equip<br>Offsite Cloud Data Storage (Amazon AWS)<br>Laserfiche Rec Mgmt System Upgrade (from United to Rio)<br>Palo Alto Endpoint Monitoring and Protection System | \$19,072                   | \$25,000<br>\$75,000<br>\$15,000 | \$25,000<br>\$75,000<br>\$15,000 | \$75,000<br>\$15,000<br>\$20,000 | \$75,000<br>\$15,000<br>\$20,000 |
| Sub-Total  |  | \$23,327                   | \$115,000                        | \$115,000                        | \$125,000                        | \$125,000                        |
| <b>TOTAL CAPITAL OUTLAY - EQUIPMENT</b>                |  | <b>\$23,327</b>            | <b>\$315,000</b>                 | <b>\$315,000</b>                 | <b>\$375,000</b>                 | <b>\$375,000</b>                 |
| 7721<br>Improvements<br>(under \$5,000)                |  |                            |                                  |                                  |                                  |                                  |
| 8921<br>Improvements<br>(over \$5,000)                 |  |                            |                                  |                                  |                                  |                                  |
| <b>TOTAL CAPITAL OUTLAY - IMPROVEMENTS</b>             |  | <b>\$0</b>                 | <b>\$0</b>                       | <b>\$0</b>                       | <b>\$0</b>                       | <b>\$0</b>                       |

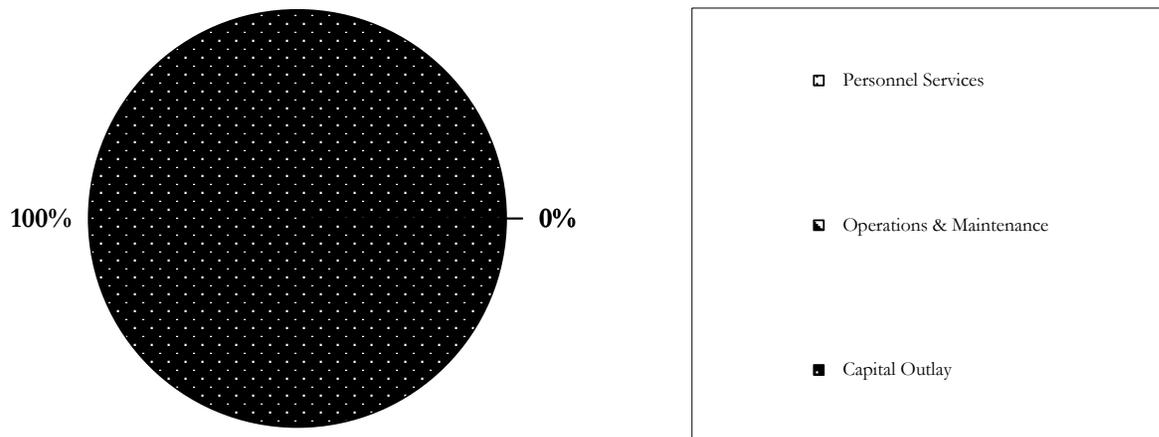
**The City of La Habra**  
**Budget for Fiscal Year 2020 - 2021**

**Department of Finance/ Administrative Services**  
**Internal Service Fund**  
**Information Technology Replacement Fund**  
**165152**

|   | 2018-2019<br>Actuals<br>Expended | 2019-2020<br>Adopted<br>Budget | 2019-2020<br>Amended<br>Budget | 2020-2021<br>Department<br>Request | 2020-2021<br>Adopted<br>Budget |
|---|----------------------------------|--------------------------------|--------------------------------|------------------------------------|--------------------------------|
| <i>Personnel Services</i>                     |                                  |                                |                                |                                    |                                |
| Salaries - Full Time                          | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Salaries - Part Time                          | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Salaries - Overtime                           | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Benefits                                      | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Allowances                                    | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| <i>Total for Personnel Services</i>           | <u>\$0</u>                       | <u>\$0</u>                     | <u>\$0</u>                     | <u>\$0</u>                         | <u>\$0</u>                     |
| <i>Operations &amp; Maintenance</i>           |                                  |                                |                                |                                    |                                |
| Materials & Supplies                          | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Dues & Subscriptions                          | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Training & Meetings                           | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Repair & Maintenance                          | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Rent & Leases                                 | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Professional Services                         | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Special Departmental                          | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| <i>Total for Operations &amp; Maintenance</i> | <u>\$0</u>                       | <u>\$0</u>                     | <u>\$0</u>                     | <u>\$0</u>                         | <u>\$0</u>                     |
| <i>Capital Outlay</i>                         |                                  |                                |                                |                                    |                                |
| Land & Buildings                              | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Furnishings & Fixtures                        | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| Equipment                                     | \$206,468                        | \$462,000                      | \$462,000                      | \$660,500                          | \$660,500                      |
| Improvements                                  | \$0                              | \$0                            | \$0                            | \$0                                | \$0                            |
| <i>Total for Capital Outlay</i>               | <u>\$206,468</u>                 | <u>\$462,000</u>               | <u>\$462,000</u>               | <u>\$660,500</u>                   | <u>\$660,500</u>               |
| <b>TOTAL EXPENDITURES:</b>                    | <u>\$206,468</u>                 | <u>\$462,000</u>               | <u>\$462,000</u>               | <u>\$660,500</u>                   | <u>\$660,500</u>               |

**Personnel Summary - Full Time Equivalent (FTE's)**

|                       |             |             |             |             |             |
|-----------------------|-------------|-------------|-------------|-------------|-------------|
| Regular               | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        |
| Part Time / Temporary | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        |
| <b>Total</b>          | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |



**THE CITY OF LA HABRA**  
**LINE ITEM DETAIL EXPLANATIONS**  
**Budget for Fiscal Year 2020 - 2021**

Department: Department of Finance/ Administrative Services  
Division: Internal Service Fund  
Cost Center: Information Technology Rep Fund Type: Internal Svc  
Org Key #: 165152 Fund Name: IT Replc

| OBJECT NUMBER & NAME                                   | DESCRIPTION<br>(PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)  | 2018-2019 Actuals Expended | 2019-2020 Adopted Budget | 2019-2020 Amended Budget | 2020-2021 Department Request | 2020-2021 Adopted Budget |
|--|---|----------------------------|--------------------------|--------------------------|------------------------------|--------------------------|
| 8812<br>Transfers                                      |   |                            |                          |                          |                              |                          |
| Sub-Total  |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| <b>TOTAL SPECIAL DEPARTMENTAL</b>                      |   | <b>\$0</b>                 | <b>\$0</b>               | <b>\$0</b>               | <b>\$0</b>                   | <b>\$0</b>               |
| 8911<br>Land   |   |                            |                          |                          |                              |                          |
| Sub-Total  |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7712<br>Buildings<br>(under \$5,000)                   |   |                            |                          |                          |                              |                          |
| 8912<br>Buildings<br>(over \$5,000)                    |   |                            |                          |                          |                              |                          |
| Sub-Total  |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| <b>TOTAL CAPITAL OUTLAY - LAND &amp; BUILDINGS</b>     |   | <b>\$0</b>                 | <b>\$0</b>               | <b>\$0</b>               | <b>\$0</b>                   | <b>\$0</b>               |
| 7714<br>Furniture & Fixtures<br>(under \$5,000)        |   |                            |                          |                          |                              |                          |
| 8914<br>Furniture & Fixtures<br>(over \$5,000)         |   |                            |                          |                          |                              |                          |
| <b>TOTAL CAPITAL OUTLAY - FURNITURE &amp; FIXTURES</b> |   | <b>\$0</b>                 | <b>\$0</b>               | <b>\$0</b>               | <b>\$0</b>                   | <b>\$0</b>               |
| 7716<br>Vehicles<br>(under \$5,000)                    |   |                            |                          |                          |                              |                          |
| 8916<br>(over \$5,000)                                 |   |                            |                          |                          |                              |                          |
| Sub-Total  |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7717<br>Equipment<br>(under \$5,000)                   |   |                            |                          |                          |                              |                          |
| 8917<br>Equipment<br>(over \$5,000)                    |   |                            |                          |                          |                              |                          |
| Sub-Total  |   | \$0                        | \$0                      | \$0                      | \$0                          | \$0                      |
| 7719<br>Computer Equip<br>(under \$5,000)              | Three laptop replacements (CDPG, HR, IT)<br>Qty. 4 computer repl (for remote access mgmt);  | \$14,812                   | \$4,000                  | \$4,000                  | \$4,000                      | \$4,000                  |
| 8919<br>Computer Equip<br>(over \$5,000)               | Qty. 2 network switches for SCADA system security<br>PD/CS Kiosks; Firewall replacement; annual PC refresh<br>Network Core Switch Upgrade; Windows 10 OS upgde;<br>Qty. 2 replace EOL backup applicances<br>Qty. 1 replace EOL City Hall virtualization equip (host/san)<br>Qty. 2 replace EOL DHCP and Backup servers<br>Qty. 2 Complete Disaster Recovery (DR)/Bus Cont (BCP) systems<br>(DR/BC setup inc'd two complete virtualization systems and software) | \$191,656                  | \$458,000                | \$458,000                | \$4,000                      | \$4,000                  |
| Sub-Total  |   | \$206,468                  | \$462,000                | \$462,000                | \$660,500                    | \$660,500                |
| <b>TOTAL CAPITAL OUTLAY - EQUIPMENT</b>                |   | <b>\$206,468</b>           | <b>\$462,000</b>         | <b>\$462,000</b>         | <b>\$660,500</b>             | <b>\$660,500</b>         |
| 7721<br>Improvements<br>(under \$5,000)                |   |                            |                          |                          |                              |                          |
| 8921<br>Improvements<br>(over \$5,000)                 |   |                            |                          |                          |                              |                          |
| <b>TOTAL CAPITAL OUTLAY - IMPROVEMENTS</b>             |   | <b>\$0</b>                 | <b>\$0</b>               | <b>\$0</b>               | <b>\$0</b>                   | <b>\$0</b>               |