

Fund Summaries

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 2017 - 2018

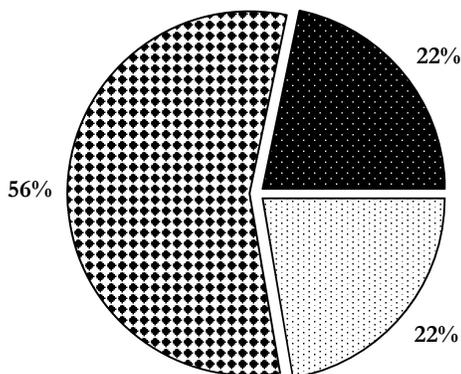
Internal Service Fund

Expenditures Summary

	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Department Requested	2017-2018 Adopted Budget
Personnel Services					
Salaries - Full Time	\$990,398	\$1,046,470	\$1,046,470	\$1,042,264	\$1,057,375
Salaries - Part Time	\$0	\$0	\$0	\$0	\$0
Salaries - Overtime	\$30,083	\$14,001	\$14,001	\$16,975	\$16,975
Benefits	\$386,570	\$393,329	\$393,329	\$412,272	\$416,019
Allowances	\$8,081	\$8,090	\$8,090	\$7,850	\$7,850
Total for Personnel Services	\$1,415,132	\$1,461,890	\$1,461,890	\$1,479,361	\$1,498,219
Operations & Maintenance					
Materials & Supplies	\$174,233	\$171,048	\$171,048	\$186,048	\$186,048
Dues & Subscriptions	\$1,727	\$3,350	\$3,350	\$4,350	\$4,350
Training & Meetings	\$13,693	\$25,700	\$25,700	\$25,700	\$15,700
Repair & Maintenance	\$373,938	\$377,584	\$377,584	\$410,500	\$410,500
Rent & Leases	\$107,466	\$95,900	\$95,900	\$72,500	\$72,500
Professional Services	\$464,906	\$526,633	\$526,633	\$559,496	\$503,514
Special Departmental	\$4,104,139	\$2,554,203	\$2,554,203	\$2,560,834	\$2,560,834
Total for Operations & Maintenance	\$5,240,102	\$3,754,418	\$3,754,418	\$3,819,428	\$3,753,446
Capital Outlay					
Land & Buildings	\$0	\$0	\$0	\$0	\$0
Furnishings & Fixtures	\$0	\$1,000	\$1,000	\$1,000	\$1,000
Equipment	\$696,640	\$1,299,700	\$1,299,700	\$1,404,100	\$1,404,100
Improvements	\$1,438	\$240,000	\$240,000	\$54,000	\$54,000
Total for Capital Outlay	\$698,078	\$1,540,700	\$1,540,700	\$1,459,100	\$1,459,100
TOTAL EXPENDITURES:	\$7,353,312	\$6,757,008	\$6,757,008	\$6,757,889	\$6,710,765

Personnel Summary - Full Time Equivalent (FTE's)

Regular	12.70	12.70	12.70	12.70	12.70
Part Time / Temporary	0.00	0.00	0.00	0.00	0.00
Total	12.70	12.70	12.70	12.70	12.70

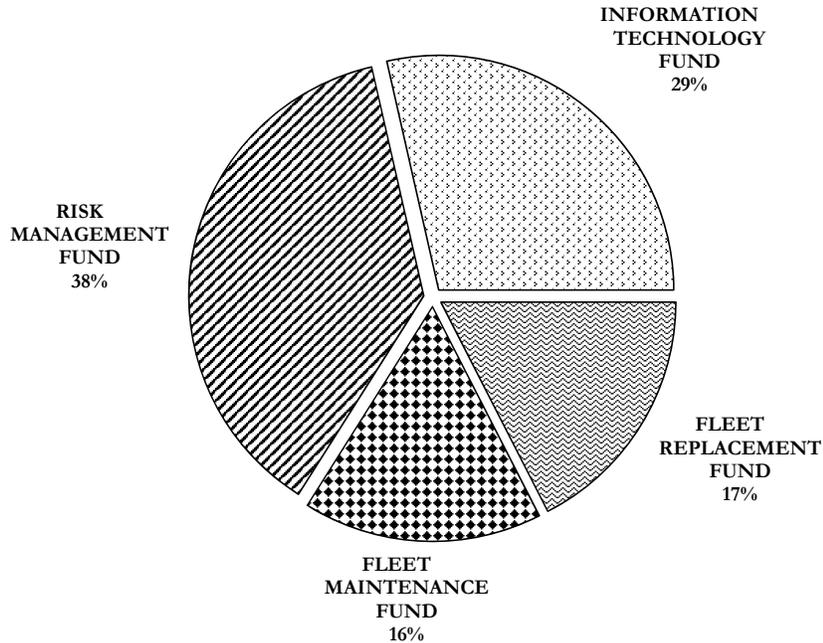


- Personnel Services
- Operations & Maintenance
- Capital Outlay

The City of La Habra
Budget for Fiscal Year 2017 - 2018

INTERNAL SERVICE FUNDS EXPENDITURES - SUMMARY BY FUND

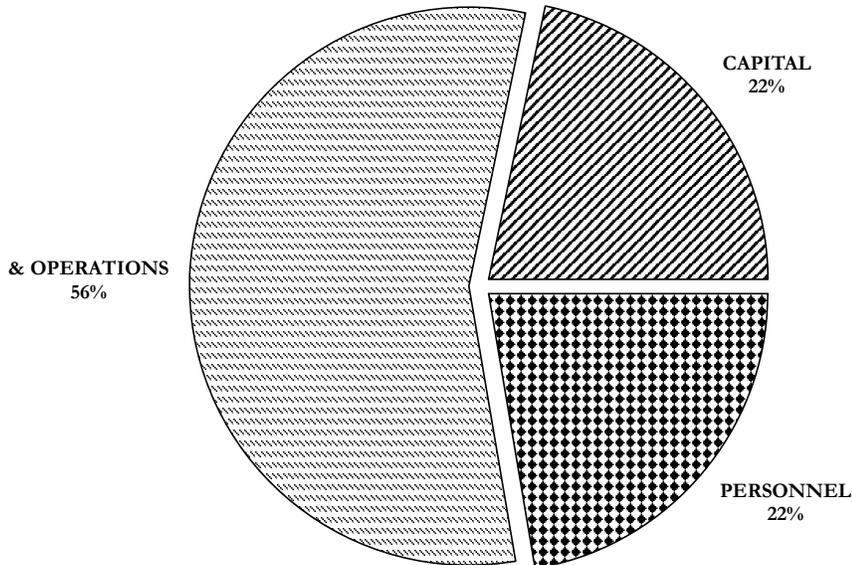
		2015-2016	2016-2017	2016-2017	2017-2018
		Actuals	Adopted	Amended	Adopted
		Expended	Budget	Budget	Budget
FLEET REPLACEMENT FUND					
177101	FLEET REPLACEMENT	401,176	1,202,778	1,202,778	1,173,342
	SUBTOTAL	<u>401,176</u>	<u>1,202,778</u>	<u>1,202,778</u>	<u>1,173,342</u>
FLEET MAINTENANCE FUND					
176101	FLEET MAINTENANCE	1,054,319	1,151,069	1,151,069	1,105,078
	SUBTOTAL	<u>1,054,319</u>	<u>1,151,069</u>	<u>1,151,069</u>	<u>1,105,078</u>
RISK MANAGEMENT FUND					
164151	INDUSTRIAL INJURY (W/C)	2,620,394	1,010,072	1,010,072	1,014,056
164211	LIABILITY INSURANCE	1,518,236	1,480,549	1,480,549	1,502,024
	SUBTOTAL	<u>4,138,630</u>	<u>2,490,621</u>	<u>2,490,621</u>	<u>2,516,080</u>
INFORMATION TECHNOLOGY FUND					
165151	INFORMATION TECHNOLOGY	1,574,334	1,635,340	1,635,340	1,747,665
165152	INFORMATION TECHNOLOGY REPAIR	184,853	277,200	277,200	168,600
	SUBTOTAL	<u>1,759,187</u>	<u>1,912,540</u>	<u>1,912,540</u>	<u>1,916,265</u>
TOTAL INTERNAL SERVICE FUNDS EXPENDITURES		<u>7,353,312</u>	<u>6,757,008</u>	<u>6,757,008</u>	<u>6,710,765</u>



The City of La Habra
Budget for Fiscal Year 2017 - 2018

INTERNAL SERVICE FUNDS EXPENDITURES - BY TYPE

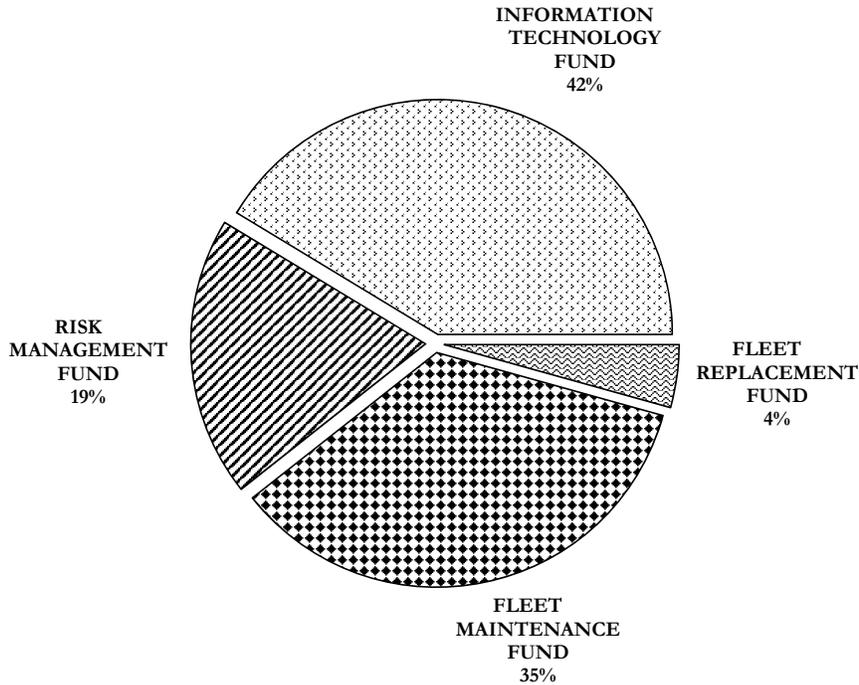
		PERSONNEL SERVICES	OPERATIONS & MAINTENANCE	CAPITAL OUTLAY	TOTAL BUDGET
FLEET REPLACEMENT FUND					
177101	FLEET REPLACEMENT	61,026	5,316	1,107,000	1,173,342
	SUBTOTAL	<u>61,026</u>	<u>5,316</u>	<u>1,107,000</u>	<u>1,173,342</u>
FLEET MAINTENANCE FUND					
176101	FLEET MAINTENANCE	408,823	677,755	18,500	1,105,078
	SUBTOTAL	<u>408,823</u>	<u>677,755</u>	<u>18,500</u>	<u>1,105,078</u>
RISK MANAGEMENT FUND					
164151	INDUSTRIAL INJURY (W/C)	160,410	853,646	0	1,014,056
164211	LIABILITY INSURANCE	132,324	1,369,700	0	1,502,024
	SUBTOTAL	<u>292,734</u>	<u>2,223,346</u>	<u>0</u>	<u>2,516,080</u>
INFORMATION TECHNOLOGY FUND					
165151	INFORMATION TECHNOLOGY	735,636	847,029	165,000	1,747,665
165152	INFORMATION TECHNOLOGY REPI	0	0	168,600	168,600
	SUBTOTAL	<u>735,636</u>	<u>847,029</u>	<u>333,600</u>	<u>1,916,265</u>
TOTAL INTERNAL SERVICE FUNDS EXPENDITURES		<u>1,498,219</u>	<u>3,753,446</u>	<u>1,459,100</u>	<u>6,710,765</u>



The City of La Habra
Budget for Fiscal Year 2017 - 2018

INTERNAL SERVICE FUNDS FTE SUMMARY

		2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
FLEET REPLACEMENT FUND					
177101	FLEET REPLACEMENT	0.55	0.55	0.55	0.55
	SUBTOTAL	<u>0.55</u>	<u>0.55</u>	<u>0.55</u>	<u>0.55</u>
FLEET MAINTENANCE FUND					
176101	FLEET MAINTENANCE	4.45	4.45	4.45	4.45
	SUBTOTAL	<u>4.45</u>	<u>4.45</u>	<u>4.45</u>	<u>4.45</u>
RISK MANAGEMENT FUND					
164151	INDUSTRIAL INJURY (W/C)	1.35	1.35	1.35	1.35
164211	LIABILITY INSURANCE	1.10	1.10	1.10	1.10
	SUBTOTAL	<u>2.45</u>	<u>2.45</u>	<u>2.45</u>	<u>2.45</u>
INFORMATION TECHNOLOGY FUND					
165151	INFORMATION TECHNOLOGY	5.25	5.25	5.25	5.25
165152	INFORMATION TECHNOLOGY REPI	0.00	0.00	0.00	0.00
	SUBTOTAL	<u>5.25</u>	<u>5.25</u>	<u>5.25</u>	<u>5.25</u>
TOTAL INTERNAL SERVICE FUNDS EXPENDITURES		<u>12.70</u>	<u>12.70</u>	<u>12.70</u>	<u>12.70</u>



The City of La Habra
Budget for Fiscal Year 2017 - 2018

INTERNAL SERVICE FUNDS REVENUE

		2015-2016	2016-2017	2016-2017	2017-2018
		Actuals	Adopted	Amended	Adopted
		Revenue	Budget	Budget	Budget
FLEET REPLACEMENT FUND - 210					
4501	INTEREST INCOME	7,672	6,900	6,900	9,000
4505	GAIN/LOSS ON INVESTMENT	280	0	0	0
4506	UNREALIZED GAIN/ (LOSS)	4,790	0	0	0
4612	DAMAGE CLAIM RECOVERY	0	0	0	0
4619	SALE OF VEHICLES	6,323	5,000	5,000	5,000
4629	DEPARTMENTAL CHARGES	410,310	449,297	449,297	262,216
8311	OPERATING TRANSFERS IN	332,704	0	0	0
	FLEET REPLACEMENT FUND TOTAL	<u>762,080</u>	<u>461,197</u>	<u>461,197</u>	<u>276,216</u>
FLEET MAINTENANCE FUND - 211					
4501	INTEREST INCOME	266	600	600	200
4505	GAIN/LOSS ON INVESTMENT	23	0	0	0
4506	UNREALIZED GAIN/ (LOSS)	753	0	0	0
4546	CONTRACT-FLEET MAINT SVCS	7,571	8,000	8,000	8,000
4612	DAMAGE CLAIM RECOVERY	27,308	0	0	0
4619	SALE OF VEHICLES	779	0	0	0
4621	SALE OF FUEL	37,201	45,000	45,000	35,000
4629	DEPARTMENTAL CHARGES	1,086,816	1,095,720	1,095,720	968,184
	FLEET MAINTENANCE FUND TOTAL	<u>1,160,715</u>	<u>1,149,320</u>	<u>1,149,320</u>	<u>1,011,384</u>
RISK MANAGEMENT FUND - 212					
4501	INTEREST INCOME	34,579	37,400	37,400	42,000
4505	GAIN/LOSS ON INVESTMENT	1,144	0	0	0
4506	UNREALIZED GAIN/ (LOSS)	18,456	0	0	0
4581	REIMBURSEMENT SIR WORKER'S CC	64,758	0	0	0
4582	REIMBURSEMENT SIR LIABILITY	3,900	0	0	0
4607	ADMINISTRATIVE FEES (Liability)	829,788	1,455,372	1,455,372	1,501,548
4624	PREMIUMS - WORKERS COMP.	739,486	608,084	608,084	642,267
4630	MISCELLANEOUS REVENUE	0	0	0	0
	RISK MANAGEMENT FUND TOTAL	<u>1,692,111</u>	<u>2,100,856</u>	<u>2,100,856</u>	<u>2,185,815</u>
INFORMATION TECHNOLOGY FUND - 214					
4501	INTEREST INCOME	1,651	3,500	3,500	2,000
4505	GAIN/LOSS ON INVESTMENT	38	0	0	0
4506	UNREALIZED GAIN/ (LOSS)	225	0	0	0
4613	SALE OF SURPLUS PROPERTY	0	0	0	0
4629	DEPARTMENTAL CHARGES	1,394,941	1,498,752	1,498,752	1,632,528
8311	OPERATING TRANSFERS IN	250,000	0	0	0
	INFORMATION SERVICES FUND TOTAL	<u>1,646,855</u>	<u>1,502,252</u>	<u>1,502,252</u>	<u>1,634,528</u>
INFORMATION TECHNOLOGY REPLACEMENT FUND - 216					
4501	INTEREST INCOME	3,958	300	300	4,000
4505	GAIN/LOSS ON INVESTMENT	136	0	0	0
4506	UNREALIZED GAIN/ (LOSS)	3,825	0	0	0
4629	DEPARTMENTAL CHARGES	155,871	174,354	174,354	110,100
8311	OPERATING TRANSFERS IN	0	0	0	0
	INFORMATION SERVICES FUND TOTAL	<u>163,790</u>	<u>174,654</u>	<u>174,654</u>	<u>114,100</u>
OTHER POST EMPLOYMENT BENEFITS FUND- 217					
4501	INTEREST INCOME	6,728	0	0	7,000
4505	GAIN/LOSS ON INVESTMENT	97	0	0	0
4506	UNREALIZED GAIN/ (LOSS)	757	0	0	0
4629	DEPARTMENTAL CHARGES	149,789	177,863	177,863	295,763
8311	OPERATING TRANSFERS IN	0	0	0	0
	OTHER POST EMPLOYMENT BENEFITS FUND TOTAL	<u>157,372</u>	<u>177,863</u>	<u>177,863</u>	<u>302,763</u>
	TOTAL INTERNAL SERVICE FUNDS REVENUE	<u>5,582,922</u>	<u>5,566,142</u>	<u>5,566,142</u>	<u>5,524,806</u>

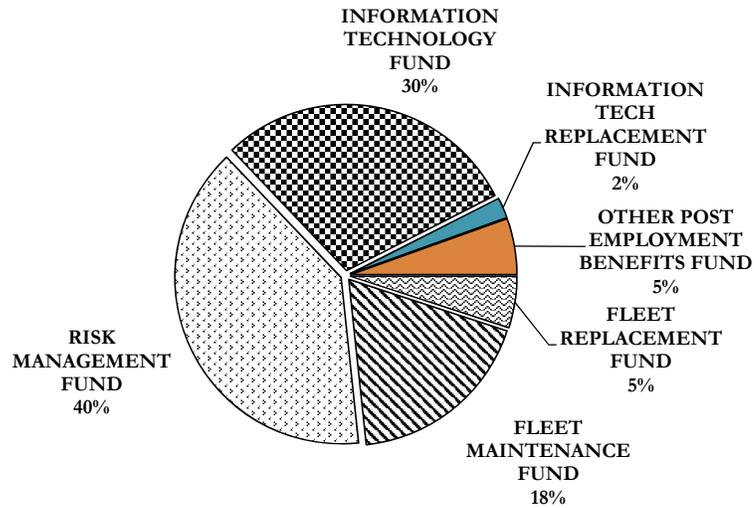
The City of La Habra
Budget for Fiscal Year 2017 - 2018

INTERNAL SERVICE FUNDS REVENUE

2015-2016 Actuals Revenue	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
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SUMMARY

FLEET REPLACEMENT FUND	762,080	461,197	461,197	276,216
FLEET MAINTENANCE FUND	1,160,715	1,149,320	1,149,320	1,011,384
RISK MANAGEMENT FUND	1,692,111	2,100,856	2,100,856	2,185,815
INFORMATION TECHNOLOGY FUND	1,646,855	1,502,252	1,502,252	1,634,528
INFORMATION TECH REPLACEMENT FU	155,871	174,354	174,354	110,100
OTHER POST EMPLOYMENT BENEFITS	157,372	177,863	177,863	302,763
TOTAL INTERNAL SERVICE FUNDS REVENUE	<u>5,575,003</u>	<u>5,565,842</u>	<u>5,565,842</u>	<u>5,520,806</u>

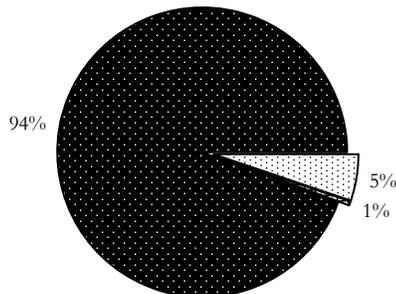


The City of La Habra
Budget for Fiscal Year 2017 - 2018
Department of Public Works
Internal Service Fund
Fleet Replacement Fund
177101

	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
Personnel Services				
Salaries - Full Time	\$32,190	\$43,662	\$43,662	\$42,933
Salaries - Part Time	\$0	\$0	\$0	\$0
Salaries - Overtime	\$694	\$1,400	\$1,400	\$1,000
Benefits	\$13,075	\$19,088	\$19,088	\$16,717
Allowances	\$175	\$376	\$376	\$376
Total for Personnel Services	\$46,134	\$64,526	\$64,526	\$61,026
Operations & Maintenance				
Materials & Supplies	\$0	\$0	\$0	\$0
Dues & Subscriptions	\$0	\$0	\$0	\$0
Training & Meetings	\$0	\$0	\$0	\$0
Repair & Maintenance	\$0	\$0	\$0	\$0
Rent & Leases	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0
Special Departmental	\$0	\$3,252	\$3,252	\$5,316
Total for Operations & Maintenance	\$0	\$3,252	\$3,252	\$5,316
Capital Outlay				
Land & Buildings	\$0	\$0	\$0	\$0
Furnishings & Fixtures	\$0	\$0	\$0	\$0
Equipment	\$355,042	\$895,000	\$895,000	\$1,053,000
Improvements	\$0	\$240,000	\$240,000	\$54,000
Total for Capital Outlay	\$355,042	\$1,135,000	\$1,135,000	\$1,107,000
TOTAL EXPENDITURES:	\$401,176	\$1,202,778	\$1,202,778	\$1,173,342

Personnel Summary - Full Time Equivalent (FTE's)

Regular	0.55	0.55	0.55	0.55
Part Time / Temporary	0.00	0.00	0.00	0.00
Total	0.55	0.55	0.55	0.55



- Personnel Services
- Operations & Maintenance
- Capital Outlay

THE CITY OF LA HABRA LINE ITEM DETAIL EXPLANATIONS Budget for Fiscal Year 2017 - 2018		Department: Department of Public Works Division: Internal Service Fund Cost Center: Fleet Replacement Fund Internal Svc Org Key #: 177101 Replacement			
OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
6111 Salaries Full Time	Current Staffing Operations Manager 20% / 80% - 176101 Fleet Coordinator 20% / 80% - 176101 Equipment Mechanic 5% / 95% - 176101 Equipment Mechanic 5% / 95% - 176101 Equipment Mechanic 5% / 95% - 176101 Proposed reclassification (M-20A/1 to M-80) Proposed reclassification (M-80 to M-85 with new title to Equipment Mechanic II) Note: The remaining salary % in Fleet Maintenance Fund 176101	\$32,190	\$43,662	\$43,662	\$42,485 \$301 \$147
Sub-Total		\$32,190	\$43,662	\$43,662	\$42,933
6121 Salaries Overtime		\$694	\$1,400	\$1,400	\$1,000
Sub-Total		\$694	\$1,400	\$1,400	\$1,000
6131 Salaries Part Time					
Sub-Total		\$0	\$0	\$0	\$0
613@ Buybacks	6134 Buyback Vacation Leave 6135 Buyback Comp Time 6142 1-Time Salary Adjustment	\$477 \$806	\$1,827	\$1,827	\$1,215
Sub-Total		\$1,283	\$1,827	\$1,827	\$1,215
613@ Final Payoffs	6137 Final Vacation Payoff 6138 Final Sick Leave Payoff 6139 Final Comp Time Payoff				
Sub-Total		\$0	\$0	\$0	\$0
6212 Medicare	Full Time Overtime Proposed reclassifications	\$479	\$632 \$20	\$632 \$20	\$616 \$15 \$6
Sub-Total		\$479	\$652	\$652	\$637
6511 Employer PERS	Full Time Proposed reclassifications	\$4,772	\$7,017	\$7,017	\$6,974 \$73
Sub-Total		\$4,772	\$7,017	\$7,017	\$7,047
6512 Employee Paid PERS	Full Time	\$5			
Sub-Total		\$5	\$0	\$0	\$0

THE CITY OF LA HABRA LINE ITEM DETAIL EXPLANATIONS Budget for Fiscal Year 2017 - 2018		Department: Department of Public Works Division: Internal Service Fund Cost Center: Fleet Replacement Fund Internal Svc Org Key #: 177101 Replacement			
OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
6513 Deferred Compensation					
Sub-Total		\$0	\$0	\$0	\$0
6522 Medical Insurance	Full Time	\$3,396	\$5,503	\$5,503	\$3,874
6565 OPEB	Other Post-Employment Benefits (OPEB)	\$1,209	\$867	\$867	\$867
Sub-Total		\$4,605	\$6,370	\$6,370	\$4,741
6531 Worker's Compensation	Full Time	\$1,863	\$2,978	\$2,978	\$2,830
	Overtime		\$154	\$154	\$110
	Proposed reclassifications				\$49
Sub-Total		\$1,863	\$3,132	\$3,132	\$2,989
6541 Unemployment Insurance	Full Time	\$68	\$87	\$87	\$85
	Overtime		\$3	\$3	\$2
	Proposed reclassifications				\$1
Sub-Total		\$68	\$90	\$90	\$88
6561 Allowances	Clothing Allowance	\$175	\$280	\$280	\$280
	Cell Allowance		\$96	\$96	\$96
Sub-Total		\$175	\$376	\$376	\$376
TOTAL PERSONNEL SERVICES		\$46,134	\$64,526	\$64,526	\$61,026
7111 Office Supplies		USE 7199	USE 7199	USE 7199	USE 7199
Sub-Total		\$0	\$0	\$0	\$0
7112 Facility Maint Supplies					
Sub-Total		\$0	\$0	\$0	\$0
7123 Safety Equip & Uniforms					
Sub-Total		\$0	\$0	\$0	\$0
7163 Reproduction					
Sub-Total		\$0	\$0	\$0	\$0
7165 Postage					
Sub-Total		\$0	\$0	\$0	\$0
7199 Other Materials & Supplies					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL MATERIALS & SUPPLIES		\$0	\$0	\$0	\$0

THE CITY OF LA HABRA
LINE ITEM DETAIL EXPLANATIONS
Budget for Fiscal Year 2017 - 2018

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

OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
7739 Professional Services					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL PROFESSIONAL SERVICES		\$0	\$0	\$0	\$0
7631 Utilities Telephone					
Sub-Total		\$0	\$0	\$0	\$0
7632 Utilities Electricity					
Sub-Total		\$0	\$0	\$0	\$0
7634 Utilities Natural Gas					
Sub-Total		\$0	\$0	\$0	\$0
7741 Outside Printing					
Sub-Total		\$0	\$0	\$0	\$0
7809 Risk Mgmt Charge	Assessed costs		\$3,252	\$3,252	\$5,316
Sub-Total		\$0	\$3,252	\$3,252	\$5,316
7810 Information Services Charge					
Sub-Total		\$0	\$0	\$0	\$0
7811 Administrative Costs					
Sub-Total		\$0	\$0	\$0	\$0
7813 Advertising					
Sub-Total		\$0	\$0	\$0	\$0
7817 Awards & Recognition					
Sub-Total		\$0	\$0	\$0	\$0
7819 Special Events					
Sub-Total		\$0	\$0	\$0	\$0

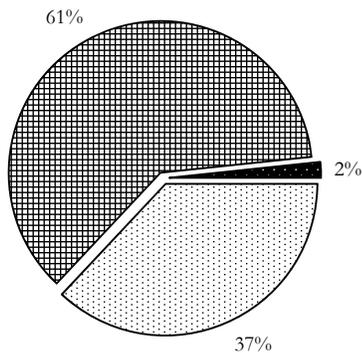
THE CITY OF LA HABRA LINE ITEM DETAIL EXPLANATIONS Budget for Fiscal Year 2017 - 2018		Department: Department of Public Works Division: Internal Service Fund Cost Center: Fleet Replacement Fund Internal Svc Org Key #: 177101 Replacement			
OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
8812 Transfers					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL SPECIAL DEPARTMENTAL		\$0	\$3,252	\$3,252	\$5,316
8911 Land					
Sub-Total		\$0	\$0	\$0	\$0
7712 Buildings (under \$5,000)					
8912 (over \$5,000)					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL CAPITAL OUTLAY - LAND & BUILDINGS		\$0	\$0	\$0	\$0
7714 Furniture & Fixtures (under \$5,000)					
8914 (over \$5,000)					
TOTAL CAPITAL OUTLAY - FURNITURE & FIXTURES		\$0	\$0	\$0	\$0
8916 Vehicles (over \$5,000)		\$344,813	\$60,000	\$60,000	
	#1 - Wtr Dept Flat bed/Knuckle Boom road plate Trk \$75k		\$75,000	\$75,000	\$75,000
	#1 All in one Asphalt Paving / Repair Truck \$100K (Water 50k/ FLT 50k)		\$50,000	\$50,000	\$50,000
	#2 CSO and/or Parking Enforcement Vehicles (Small SUV / Utility /Trk)		\$30,000	\$30,000	\$60,000
	#5 Police Patrol Vehicles \$35K each		\$175,000	\$175,000	\$175,000
	#1 Graffiti Removal Vehicle \$90K - deferred purchase 1 year (15-16)		\$90,000	\$90,000	\$90,000
	#4 - Police "Investigation Units" #2 SIU Vehicles & #2 General		\$70,000	\$70,000	\$100,000
	#1 New Animal Control (AC) body & #2 Retrofit (AC)Truck bodies and #1 New Commercial Enforcement Truck		\$60,000	\$60,000	\$135,000
	#2 Mid-Size Dump truck for Street Dept. \$60k each		\$120,000	\$120,000	\$120,000
	#1 Fleet Maintenance Truck with utility body & welding equipment		\$75,000	\$75,000	\$75,000
	#1 Mid-Size Truck w/utility body for Building Maint. \$35k (replacement of		\$35,000	\$35,000	\$35,000
	#1 Full Size Pickup w/supercab (Water Supervisor Trk)				\$35,000
	#1 Community Preservation Trk & #1 Planning Vehicle				\$50,000
	#1 Building & Safety Trk				\$30,000
Sub-Total		\$344,813	\$840,000	\$840,000	\$1,030,000
8917 Equipment (over \$5,000)		\$10,229	\$13,000	\$13,000	\$13,000
	#1 Water tender trailer \$13k		\$13,000	\$13,000	\$13,000
	#1 Tree Trimming Chipper \$60K (funds are in Refuse budget)		\$0	\$0	\$0
	City Yard back up generator installation, electrical and permitting upgrade \$20k (FLT \$14k/ Water \$3k/ Sewer \$3k)		\$42,000	\$42,000	\$0
	#1 Synthetic Turf Sweeper / groomer				\$10,000
Sub-Total		\$10,229	\$55,000	\$55,000	\$23,000
7719 Computer Equip (under \$5,000)					
8919 (over \$5,000)					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL CAPITAL OUTLAY - EQUIPMENT		\$355,042	\$895,000	\$895,000	\$1,053,000
8921 Improvements (over \$5,000)			\$40,000	\$40,000	\$40,000
	City Yard Security Gate (\$60K Water/ \$50K Sewer/ Fit.\$40K) =\$150K		\$40,000	\$40,000	\$40,000
	Secondary back up CNG compressor with electrical upgrade. Estimated Project Cost: \$350K pending grant funding. (\$250K-F, \$60K-W, \$40K-S)		\$200,000	\$200,000	\$0
	City Yard back up generator installation, electrical and permitting upgrade \$20k (FLT \$14k/ Water \$3k/ Sewer \$3k)				\$14,000
TOTAL CAPITAL OUTLAY - IMPROVEMENTS		\$0	\$240,000	\$240,000	\$54,000

The City of La Habra
Budget for Fiscal Year 2017 - 2018
Department of Public Works
Internal Service Fund
Fleet Maintenance Fund
176101

	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
Personnel Services				
Salaries - Full Time	\$257,087	\$273,436	\$273,436	\$269,426
Salaries - Part Time	\$0	\$0	\$0	\$0
Salaries - Overtime	\$12,375	\$12,601	\$12,601	\$13,475
Benefits	\$115,931	\$124,750	\$124,750	\$122,468
Allowances	\$3,405	\$3,454	\$3,454	\$3,454
Total for Personnel Services	\$388,798	\$414,241	\$414,241	\$408,823
Operations & Maintenance				
Materials & Supplies	\$168,433	\$160,423	\$160,423	\$175,423
Dues & Subscriptions	\$630	\$750	\$750	\$750
Training & Meetings	\$813	\$7,500	\$7,500	\$7,500
Repair & Maintenance	\$17,579	\$16,084	\$16,084	\$14,020
Rent & Leases	\$0	\$0	\$0	\$0
Professional Services	\$141,856	\$128,763	\$128,763	\$132,626
Special Departmental	\$313,158	\$404,808	\$404,808	\$347,436
Total for Operations & Maintenance	\$642,469	\$718,328	\$718,328	\$677,755
Capital Outlay				
Land & Buildings	\$0	\$0	\$0	\$0
Furnishings & Fixtures	\$0	\$1,000	\$1,000	\$1,000
Equipment	\$21,614	\$17,500	\$17,500	\$17,500
Improvements	\$1,438	\$0	\$0	\$0
Total for Capital Outlay	\$23,052	\$18,500	\$18,500	\$18,500
TOTAL EXPENDITURES:	\$1,054,319	\$1,151,069	\$1,151,069	\$1,105,078

Personnel Summary - Full Time Equivalent (FTE's)

Regular	4.45	4.45	4.45	4.45
Part Time / Temporary	0.00	0.00	0.00	0.00
Total	4.45	4.45	4.45	4.45



- Personnel Services
- Operations & Maintenance
- Capital Outlay

THE CITY OF LA HABRA LINE ITEM DETAIL EXPLANATIONS Budget for Fiscal Year 2017 - 2018		Department: Department of Public Works Division: Internal Service Fund Cost Center: Fleet Maintenance Fund Internal Svc Org Key #: 176101 Fleet Mgmt			
OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
6111 Salaries Full Time	Current Staffing Operations Manager 80% / 20% - 177101 Fleet Coordinator 80% / 20% - 177101 Equipment Mechanic 95% / 5% - 177101 Equipment Mechanic 95% / 5% - 177101 Mechanic Trainee 95% / 5% - 177101 Proposed reclassification (M-20A/1 to M-80) Proposed reclassification (M-80 to M-85 with new title to Equipment Mechanic II) Note: The remaining salary % in Fleet Replacement Fund 177101	\$257,087	\$273,436	\$273,436	\$260,917 \$5,715 \$2,794
Sub-Total		\$257,087	\$273,436	\$273,436	\$269,426
6121 Salaries Overtime	Amount allotted for Call Outs and Other O/T situations 520 Hours Minimum for Stand-by 36 Hours Minimum for Holidays 18 Hours average, for annual call-outs and misc. overtime events / emergencies	\$12,375	\$12,601	\$12,601	\$13,475
Sub-Total		\$12,375	\$12,601	\$12,601	\$13,475
6131 Salaries Part Time					
Sub-Total		\$0	\$0	\$0	\$0
613@ Buybacks	6134 Buyback Vacation Leave 6135 Buyback Comp Time 6142 1-Time Salary Adjustment	\$4,259 \$4,547	\$7,307	\$7,307	\$4,860
Sub-Total		\$8,806	\$7,307	\$7,307	\$4,860
613@ Final Payoffs	6137 Final Vacation Payoff 6138 Final Sick Leave Payoff 6139 Final Comp Time Payoff				
Sub-Total		\$0	\$0	\$0	\$0
6212 Medicare	Full Time Overtime Proposed reclassifications	\$4,020	\$3,966 \$183	\$3,966 \$183	\$3,783 \$195 \$124
Sub-Total		\$4,020	\$4,149	\$4,149	\$4,102
6511 Employer PERS	Full Time Proposed reclassifications	\$38,123	\$43,952	\$43,952	\$42,828 \$1,397
Sub-Total		\$38,123	\$43,952	\$43,952	\$44,225
6512 Employee Paid PERS	Full Time	\$32			
Sub-Total		\$32	\$0	\$0	\$0

THE CITY OF LA HABRA LINE ITEM DETAIL EXPLANATIONS Budget for Fiscal Year 2017 - 2018		Department: Department of Public Works Division: Internal Service Fund Cost Center: Fleet Maintenance Fund Internal Svc Org Key #: 176101 Fleet Mgmt			
OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
6513 Deferred Compensation					
Sub-Total		\$0	\$0	\$0	\$0
6522 Medical Insurance	Full Time	\$35,552	\$37,628	\$37,628	\$37,987
6565 OPEB	Other Post-Employment Benefits (OPEB)	\$9,780	\$7,008	\$7,008	\$7,008
Sub-Total		\$45,332	\$44,636	\$44,636	\$44,995
6531 Worker's Compensation	Full Time	\$19,064	\$22,751	\$22,751	\$21,307
	Overtime		\$1,383	\$1,383	\$1,479
	Proposed reclassifications				\$934
Sub-Total		\$19,064	\$24,134	\$24,134	\$23,720
6541 Unemployment Insurance	Full Time	\$554	\$547	\$547	\$522
	Overtime		\$25	\$25	\$27
	Proposed reclassifications				\$17
Sub-Total		\$554	\$572	\$572	\$566
6561 Allowances	Underground Storage Tank (UST) - Cert. Pay (Fuel Station)	\$3,405	\$600	\$600	\$600
	Clothing Allowance		\$2,470	\$2,470	\$2,470
	Cell Allowance		\$384	\$384	\$384
Sub-Total		\$3,405	\$3,454	\$3,454	\$3,454
TOTAL PERSONNEL SERVICES		\$388,798	\$414,241	\$414,241	\$408,823
7111 Office Supplies		USE 7199	USE 7199	USE 7199	USE 7199
Sub-Total		\$0	\$0	\$0	\$0
7112 Facility Maint Supplies					
Sub-Total		\$0	\$0	\$0	\$0
7123 Safety Equip & Uniforms	Weekly Uniform Service, Shop rags, floor rugs, etc.	\$2,993	\$2,423	\$2,423	\$2,423
	PPE - Safety Glasses, Gloves, Rain Gear, Ear Protection, Respirators		\$1,000	\$1,000	\$1,000
Sub-Total		\$2,993	\$3,423	\$3,423	\$3,423
7163 Reproduction					
Sub-Total		\$0	\$0	\$0	\$0
7165 Postage		\$10			
Sub-Total		\$10	\$0	\$0	\$0
7199 Other Materials & Supplies	All parts, equipment, small tool equipment, and supplies to maintain the fleet. Band saw blades, drill bits, welding supplies, grinding wheels, brake lath bits, hand tools, tap & dies, etc	\$165,430	\$157,000	\$157,000	\$172,000
	Paper & office supplies				
Sub-Total		\$165,430	\$157,000	\$157,000	\$172,000
TOTAL MATERIALS & SUPPLIES		\$168,433	\$160,423	\$160,423	\$175,423

THE CITY OF LA HABRA LINE ITEM DETAIL EXPLANATIONS Budget for Fiscal Year 2017 - 2018		Department: Department of Public Works Division: Internal Service Fund Cost Center: Fleet Maintenance Fund Org Key #: 176101				Internal Svc Fleet Mgmt
OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget	
7215 Dues & Memberships	California Mechanics Association Supervisor and Mechanics National Association of the Fleet Administrators National Association Emergency Vehicle Technicians Dues to attend various meetings as a non-member Supervisor and Mechanic	\$275	\$400	\$400	\$400	
Sub-Total		\$275	\$400	\$400	\$400	
7216 Publications & Subscriptions	Barclays CCR Title 13 Updates	\$355	\$350	\$350	\$350	
Sub-Total		\$355	\$350	\$350	\$350	
TOTAL DUES & SUBSCRIPTIONS		\$630	\$750	\$750	\$750	
7331 Training & Conferences	Mechanics Academy (Sacramento) Fleet Department Employees Management Conferences (Supervisor and Lead) Local Vendor Seminars & Training Classes ASE Testing Welding School & Diagnostic Repair & Motorcycle repair	\$783	\$7,500	\$7,500	\$7,500	
Sub-Total		\$783	\$7,500	\$7,500	\$7,500	
7332 Mileage & Parking						
Sub-Total		\$0	\$0	\$0	\$0	
7334 Meetings		\$30				
Sub-Total		\$30	\$0	\$0	\$0	
TOTAL TRAINING & MEETINGS		\$813	\$7,500	\$7,500	\$7,500	
7431 Repair & Maint Equipment	800 MHz Backbone Fee (3 radios+ base station), Batteries and Repairs #2 Replacement Upgraded 800Mhz radios	\$647	\$2,500	\$2,500	\$2,500	
Sub-Total		\$647	\$2,500	\$2,500	\$2,500	
7432 Repair & Maint Vehicles	Fleet Division Vehicles	\$16,932	\$13,584	\$13,584	\$11,520	
Sub-Total		\$16,932	\$13,584	\$13,584	\$11,520	
7433 Repair & Maint Facility						
Sub-Total		\$0	\$0	\$0	\$0	
TOTAL REPAIR & MAINTENANCE		\$17,579	\$16,084	\$16,084	\$14,020	
7531 Rent & Leases Equipment						
Sub-Total		\$0	\$0	\$0	\$0	
7532 Rent & Leases Bldg/Facilities						
Sub-Total		\$0	\$0	\$0	\$0	
7533 Rent & Leases Vehicles						
Sub-Total		\$0	\$0	\$0	\$0	
TOTAL RENT & LEASES		\$0	\$0	\$0	\$0	

THE CITY OF LA HABRA
LINE ITEM DETAIL EXPLANATIONS
Budget for Fiscal Year 2017 - 2018

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

OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
7739 Professional Services	All Outside services used to maintain the fleet Accident Repairs, vehicle washes, unit smogs, dealer repairs, radio repairs, upholstery repairs, muffler repairs car details, #1 Particulate Diesel Filter (Vector Truck)	\$141,856	\$128,763	\$128,763	\$132,626
Sub-Total		\$141,856	\$128,763	\$128,763	\$132,626
TOTAL PROFESSIONAL SERVICES		\$141,856	\$128,763	\$128,763	\$132,626
7631 Utilities Telephone					
Sub-Total		\$0	\$0	\$0	\$0
7632 Utilities	7632 Utilities-Electricity				
7633 Utilities	7633 Utilities-Water	\$977			
Sub-Total		\$977	\$0	\$0	\$0
7634 Utilities Natural Gas					
Sub-Total		\$0	\$0	\$0	\$0
7741 Outside Printing	Work orders, sheets, defect cards, City logos and decals and supplies	\$84	\$1,000	\$1,000	\$1,000
Sub-Total		\$84	\$1,000	\$1,000	\$1,000
7809 Risk Mgmt Charge	Assessed costs		\$9,780	\$9,780	\$9,336
Sub-Total		\$0	\$9,780	\$9,780	\$9,336
7810 Information Services Charge	Assessed costs IT Overhead IT Direct Charge	\$4,296	\$3,587 \$1,345	\$3,587 \$1,345	\$4,886 \$1,222
Sub-Total		\$4,296	\$4,932	\$4,932	\$6,108
7811 Administrative Costs					
Sub-Total		\$0	\$0	\$0	\$0
7813 Advertising					
Sub-Total		\$0	\$0	\$0	\$0
7817 Awards & Recognition		\$108			
Sub-Total		\$108	\$0	\$0	\$0
7819 Special Events					
Sub-Total		\$0	\$0	\$0	\$0

THE CITY OF LA HABRA LINE ITEM DETAIL EXPLANATIONS Budget for Fiscal Year 2017 - 2018		Department: Department of Public Works Division: Internal Service Fund Cost Center: Fleet Maintenance Fund Internal Svc Org Key #: 176101 Fleet Mgmt			
OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
7831 Purchase for Resale (water/fuel)	Annual Fuel Purchases for City Fleet & outside contracts City Fleet - 108,000 gallons LA County Fire Dept. - 11,000 gallons Lowell Joint School District - 6,000 gallons	\$294,904	\$375,000	\$375,000	\$315,000
Sub-Total		\$294,904	\$375,000	\$375,000	\$315,000
7861 Damage Claims (Risk Mgmt)					
Sub-Total		\$0	\$0	\$0	\$0
7862 Medical Claims (Risk Mgmt)					
Sub-Total		\$0	\$0	\$0	\$0
7867 Insurance Liability					
Sub-Total		\$0	\$0	\$0	\$0
7771 Vehicle Rplc	Assessed cost for replacement of city vehicles.	\$2,580	\$2,580	\$2,580	\$4,476
7772 IT Equip Rplc	Assessed cost for replacement of IT equipment	\$1,116	\$1,116	\$1,116	\$1,116
Sub-Total		\$3,696	\$3,696	\$3,696	\$5,592
7875 Interest Expense					
Sub-Total		\$0	\$0	\$0	\$0
7881 Principal Payments					
Sub-Total		\$0	\$0	\$0	\$0
7884 Property Taxes					
Sub-Total		\$0	\$0	\$0	\$0
7885 OPA Payments (Finance)					
Sub-Total		\$0	\$0	\$0	\$0
7887 Pass Thru Payment (Finance)					
Sub-Total		\$0	\$0	\$0	\$0
7899 Miscellaneous	AQMD- permits, OC Health permits, Underground tank fee, DMV fees,	\$9,093	\$10,400	\$10,400	\$10,400
Sub-Total		\$9,093	\$10,400	\$10,400	\$10,400
7911 Program Contingency					
Sub-Total		\$0	\$0	\$0	\$0

THE CITY OF LA HABRA LINE ITEM DETAIL EXPLANATIONS Budget for Fiscal Year 2017 - 2018		Department: Department of Public Works Division: Internal Service Fund Cost Center: Fleet Maintenance Fund Internal Svc Org Key #: 176101 Fleet Mgmt			
OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
8812 Transfers					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL SPECIAL DEPARTMENTAL		\$313,158	\$404,808	\$404,808	\$347,436
8911 Land					
Sub-Total		\$0	\$0	\$0	\$0
7712 Buildings (under \$5,000)					
8912 Buildings (over \$5,000)					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL CAPITAL OUTLAY - LAND & BUILDINGS		\$0	\$0	\$0	\$0
7714 Furniture & Fixtures (under \$5,000)	Office Equipment		\$1,000	\$1,000	\$1,000
8914 Furniture & Fixtures (over \$5,000)					
TOTAL CAPITAL OUTLAY - FURNITURE & FIXTURES		\$0	\$1,000	\$1,000	\$1,000
7716 Vehicles (under \$5,000)					
8916 (over \$5,000)					
Sub-Total		\$0	\$0	\$0	\$0
7717 Equipment (under \$5,000)	Small specialty tools & equipment	\$596	\$2,500	\$2,500	\$2,500
8917 (over \$5,000)					
Sub-Total		\$596	\$2,500	\$2,500	\$2,500
7719 Computer Equip (under \$5,000)	Diagnostic scanner (laptop) & annual updates / Vehicle tra	\$19,819	\$15,000	\$15,000	\$15,000
8919 (over \$5,000)	Quest Maintenance software annual updates Gas Boy Fuel Management software & annual updates Snap on / Pro-Demand Repair & Estimate Annual Software updates	\$1,199			
Sub-Total		\$21,018	\$15,000	\$15,000	\$15,000
TOTAL CAPITAL OUTLAY - EQUIPMENT		\$21,614	\$17,500	\$17,500	\$17,500
7721 Improvements (under \$5,000)		\$1,438			
8921 Improvements (over \$5,000)					
TOTAL CAPITAL OUTLAY - IMPROVEMENTS		\$1,438	\$0	\$0	\$0

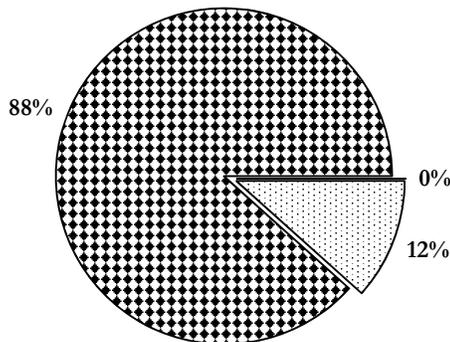
The City of La Habra
Budget for Fiscal Year 2017 - 2018

Human Resources Department
Internal Service Fund
Risk Management Fund
Summary

	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
Personnel Services				
Salaries - Full Time	\$201,742	\$206,305	\$206,305	\$212,757
Salaries - Part Time	\$0	\$0	\$0	\$0
Salaries - Overtime	\$0	\$0	\$0	\$0
Benefits	\$73,401	\$73,037	\$73,037	\$79,977
Allowances	\$200	\$0	\$0	\$0
Total for Personnel Services	\$275,343	\$279,342	\$279,342	\$292,734
Operations & Maintenance				
Materials & Supplies	\$263	\$2,350	\$2,350	\$2,350
Dues & Subscriptions	\$210	\$1,300	\$1,300	\$1,300
Training & Meetings	\$2,002	\$2,100	\$2,100	\$2,100
Repair & Maintenance	\$0	\$0	\$0	\$0
Rent & Leases	\$0	\$0	\$0	\$0
Professional Services	\$266,763	\$307,870	\$307,870	\$302,138
Special Departmental	\$3,594,049	\$1,897,659	\$1,897,659	\$1,915,458
Total for Operations & Maintenance	\$3,863,287	\$2,211,279	\$2,211,279	\$2,223,346
Capital Outlay				
Land & Buildings	\$0	\$0	\$0	\$0
Furnishings & Fixtures	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$0	\$0
Total for Capital Outlay	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES:	\$4,138,630	\$2,490,621	\$2,490,621	\$2,516,080

Personnel Summary - Full Time Equivalent (FTE's)

Regular	2.45	2.45	2.45	2.45
Part Time / Temporary	0.00	0.00	0.00	0.00
Total	2.45	2.45	2.45	2.45



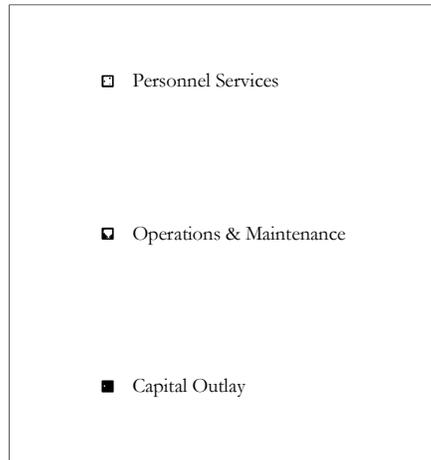
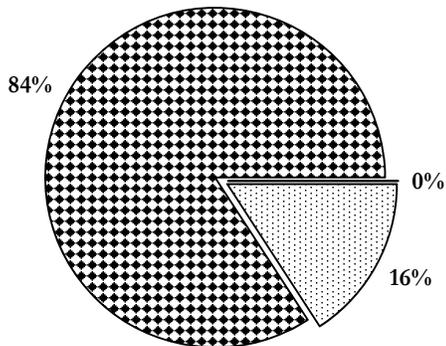
- Personnel Services
- Operations & Maintenance
- Capital Outlay

The City of La Habra
Budget for Fiscal Year 2017 - 2018
Human Resources Department
Risk Management
Industrial Injury (Workers Compensation)
164151

	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
Personnel Services				
Salaries - Full Time	\$110,728	\$113,155	\$113,155	\$116,267
Salaries - Part Time	\$0	\$0	\$0	\$0
Salaries - Overtime	\$0	\$0	\$0	\$0
Benefits	\$40,530	\$40,371	\$40,371	\$44,143
Allowances	\$113	\$0	\$0	\$0
Total for Personnel Services	\$151,371	\$153,526	\$153,526	\$160,410
Operations & Maintenance				
Materials & Supplies	\$100	\$450	\$450	\$450
Dues & Subscriptions	\$60	\$1,000	\$1,000	\$1,000
Training & Meetings	\$980	\$1,000	\$1,000	\$1,000
Repair & Maintenance	\$0	\$0	\$0	\$0
Rent & Leases	\$0	\$0	\$0	\$0
Professional Services	\$75,152	\$82,670	\$82,670	\$79,938
Special Departmental	\$2,392,731	\$771,426	\$771,426	\$771,258
Total for Operations & Maintenance	\$2,469,023	\$856,546	\$856,546	\$853,646
Capital Outlay				
Land & Buildings	\$0	\$0	\$0	\$0
Furnishings & Fixtures	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$0	\$0
Total for Capital Outlay	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES:	\$2,620,394	\$1,010,072	\$1,010,072	\$1,014,056

Personnel Summary - Full Time Equivalent (FTE's)

Regular	1.35	1.35	1.35	1.35
Part Time / Temporary	0.00	0.00	0.00	0.00
Total	1.35	1.35	1.35	1.35



THE CITY OF LA HABRA LINE ITEM DETAIL EXPLANATIONS Budget for Fiscal Year 2017 - 2018		Department: Human Resources Department Division: Risk Management Cost Center: Industrial Injury (Workers C Internal Svc Org Key #: 164151 Risk Mgmt			
OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
6513 Deferred Compensation					
Sub-Total		\$0	\$0	\$0	\$0
6522 Medical Insurance	Full Time	\$15,862	\$16,706	\$16,706	\$18,927
6565 OPEB	Other Post-Employment Benefits (OPEB)	\$2,967	\$2,127	\$2,127	\$2,127
Sub-Total		\$18,829	\$18,833	\$18,833	\$21,054
6531 Worker's Compensation	Full Time Part Time Proposed reclass	\$592	\$591	\$591	\$591 \$16
Sub-Total		\$592	\$591	\$591	\$607
6541 Unemployment Insurance	Full Time Part Time Proposed reclass	\$227	\$227	\$227	\$226 \$7
Sub-Total		\$227	\$227	\$227	\$233
6561 Allowances	Car Allowance	\$113			
Sub-Total		\$113	\$0	\$0	\$0
TOTAL PERSONNEL SERVICES		\$151,371	\$153,526	\$153,526	\$160,410
7111 Office Supplies		USE 7199	USE 7199	USE 7199	USE 7199
Sub-Total		\$0	\$0	\$0	\$0
7112 Facility Maint Supplies					
Sub-Total		\$0	\$0	\$0	\$0
7123 Safety Equip & Uniforms					
Sub-Total		\$0	\$0	\$0	\$0
7163 Reproduction		\$0	\$250	\$250	\$250
Sub-Total		\$0	\$250	\$250	\$250
7165 Postage		\$0	\$100	\$100	\$100
Sub-Total		\$0	\$100	\$100	\$100
7199 Other Materials & Supplies	General Office Supplies	\$100	\$100	\$100	\$100
Sub-Total		\$100	\$100	\$100	\$100
TOTAL MATERIALS & SUPPLIES		\$100	\$450	\$450	\$450

THE CITY OF LA HABRA LINE ITEM DETAIL EXPLANATIONS Budget for Fiscal Year 2017 - 2018		Department: Human Resources Department Division: Risk Management Cost Center: Industrial Injury (Workers C Internal Svc Org Key #: 164151 Risk Mgmt			
OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
7215 Dues & Memberships	Workers' Compensation Fees CALPELRA Membership (\$270) COSIPA Membership (\$100)	\$60	\$1,000	\$1,000	\$1,000
Sub-Total		\$60	\$1,000	\$1,000	\$1,000
7216 Publications & Subscriptions					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL DUES & SUBSCRIPTIONS		\$60	\$1,000	\$1,000	\$1,000
7331 Training & Conferences	PARMA, CALPELRA &/or League of California Cities Conference	\$980	\$1,000	\$1,000	\$1,000
Sub-Total		\$980	\$1,000	\$1,000	\$1,000
7332 Mileage & Parking					
Sub-Total		\$0	\$0	\$0	\$0
7334 Meetings					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL TRAINING & MEETINGS		\$980	\$1,000	\$1,000	\$1,000
7431 Repair & Maint Equipment					
Sub-Total		\$0	\$0	\$0	\$0
7432 Repair & Maint Vehicles					
Sub-Total		\$0	\$0	\$0	\$0
7433 Repair & Maint Facility					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL REPAIR & MAINTENANCE		\$0	\$0	\$0	\$0
7531 Rent & Leases Equipment					
Sub-Total		\$0	\$0	\$0	\$0
7532 Rent & Leases Bldg/Facilities					
Sub-Total		\$0	\$0	\$0	\$0
7533 Rent & Leases Vehicles					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL RENT & LEASES		\$0	\$0	\$0	\$0

THE CITY OF LA HABRA LINE ITEM DETAIL EXPLANATIONS Budget for Fiscal Year 2017 - 2018		Department: Human Resources Department Division: Risk Management Cost Center: Industrial Injury (Workers C Internal Svc Org Key #: 164151 Risk Mgmt			
OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
7739 Professional Services	AdminSure - Workers' Comp Third Party Admin Injury Illness Prevention Program/Safety Actuarial Report-Workers' Compensation	\$75,152	\$73,202 \$9,468	\$73,202 \$9,468	\$73,202 \$4,736 \$2,000
Sub-Total		\$75,152	\$82,670	\$82,670	\$79,938
TOTAL PROFESSIONAL SERVICES		\$75,152	\$82,670	\$82,670	\$79,938
7631 Utilities Telephone					
Sub-Total		\$0	\$0	\$0	\$0
7632 Utilities Electricity					
Sub-Total		\$0	\$0	\$0	\$0
7634 Utilities Natural Gas					
Sub-Total		\$0	\$0	\$0	\$0
7741 Outside Printing					
Sub-Total		\$0	\$0	\$0	\$0
7809 Risk Mgmt Charge					
Sub-Total		\$0	\$0	\$0	\$0
7810 Information Services Charge	Assessed costs IT Overhead IT Direct Charge	\$2,556	\$809 \$1,699	\$809 \$1,699	\$1,135 \$1,205
Sub-Total		\$2,556	\$2,508	\$2,508	\$2,340
7811 Administrative Costs					
Sub-Total		\$0	\$0	\$0	\$0
7813 Advertising					
Sub-Total		\$0	\$0	\$0	\$0
7817 Awards & Recognition					
Sub-Total		\$0	\$0	\$0	\$0
7819 Special Events					
Sub-Total		\$0	\$0	\$0	\$0

THE CITY OF LA HABRA LINE ITEM DETAIL EXPLANATIONS Budget for Fiscal Year 2017 - 2018		Department: Human Resources Department Division: Risk Management Cost Center: Industrial Injury (Workers C Internal Svc Org Key #: 164151 Risk Mgmt			
OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
7858 Industrial Injury W/C Reserve		\$1,709,576			
Sub-Total		\$1,709,576	\$0	\$0	\$0
7859 Legal Industrial Injury	Legal Fees	\$65,793	\$75,000	\$75,000	\$75,000
Sub-Total		\$65,793	\$75,000	\$75,000	\$75,000
7861 Damage Claims (Risk Mgmt)					
Sub-Total		\$0	\$0	\$0	\$0
7862 Medical Claims (Risk Mgmt)	Medical Expenses	\$303,832	\$375,000	\$375,000	\$375,000
Sub-Total		\$303,832	\$375,000	\$375,000	\$375,000
7863 Temporary Disability (Risk Mgmt)	Temporary Disability (not inc. 4850)	\$70,230	\$30,000	\$30,000	\$30,000
Sub-Total		\$70,230	\$30,000	\$30,000	\$30,000
7864 Permanent Disability (Risk Mgmt)		\$106,528	\$100,000	\$100,000	\$100,000
Sub-Total		\$106,528	\$100,000	\$100,000	\$100,000
7865 Rehabilitation		\$13,112	\$15,000	\$15,000	\$15,000
7866 Other Claims		\$0	\$30,000	\$30,000	\$30,000
Sub-Total		\$13,112	\$45,000	\$45,000	\$45,000
7867 Insurance Liability	Excess Workers' Compensation Insurance	\$120,876	\$143,702	\$143,702	\$143,702
Sub-Total		\$120,876	\$143,702	\$143,702	\$143,702
7771 Vehicle Rplc					
7772 IT Equip Rplc	Assessed cost for replacement of IT equipment	\$228	\$216	\$216	\$216
Sub-Total		\$228	\$216	\$216	\$216
7875 Interest Expense					
Sub-Total		\$0	\$0	\$0	\$0
7881 Principal Payments					
Sub-Total		\$0	\$0	\$0	\$0
7884 Property Taxes					
Sub-Total		\$0	\$0	\$0	\$0

THE CITY OF LA HABRA LINE ITEM DETAIL EXPLANATIONS Budget for Fiscal Year 2017 - 2018		Department: Human Resources Department Division: Risk Management Cost Center: Industrial Injury (Workers Compensation Internal Svc) Org Key #: 164151 Risk Mgmt			
OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
7885 OPA Payments (Finance)					
Sub-Total		\$0	\$0	\$0	\$0
7887 Pass Thru Payment (Finance)					
Sub-Total		\$0	\$0	\$0	\$0
7899 Miscellaneous					
Sub-Total		\$0	\$0	\$0	\$0
7911 Program Contingency					
Sub-Total		\$0	\$0	\$0	\$0
8812 Transfers					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL SPECIAL DEPARTMENTAL		\$2,392,731	\$771,426	\$771,426	\$771,258
8911 Land					
Sub-Total		\$0	\$0	\$0	\$0
7712 Buildings (under \$5,000)					
8912 Buildings (over \$5,000)					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL CAPITAL OUTLAY - LAND & BUILDINGS		\$0	\$0	\$0	\$0

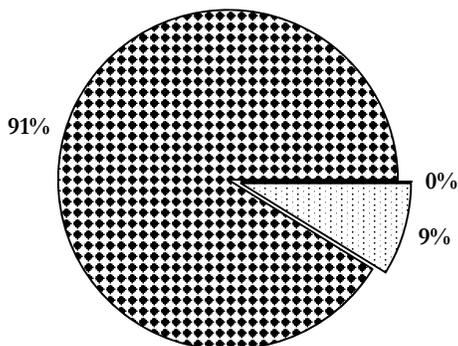
The City of La Habra
Budget for Fiscal Year 2017 - 2018

Human Resources Department
Risk Management
Liability Insurance
164211

	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
Personnel Services				
Salaries - Full Time	\$91,014	\$93,150	\$93,150	\$96,490
Salaries - Part Time	\$0	\$0	\$0	\$0
Salaries - Overtime	\$0	\$0	\$0	\$0
Benefits	\$32,871	\$32,666	\$32,666	\$35,834
Allowances	\$87	\$0	\$0	\$0
Total for Personnel Services	\$123,972	\$125,816	\$125,816	\$132,324
Operations & Maintenance				
Materials & Supplies	\$163	\$1,900	\$1,900	\$1,900
Dues & Subscriptions	\$150	\$300	\$300	\$300
Training & Meetings	\$1,022	\$1,100	\$1,100	\$1,100
Repair & Maintenance	\$0	\$0	\$0	\$0
Rent & Leases	\$0	\$0	\$0	\$0
Professional Services	\$191,611	\$225,200	\$225,200	\$222,200
Special Departmental	\$1,201,318	\$1,126,233	\$1,126,233	\$1,144,200
Total for Operations & Maintenance	\$1,394,264	\$1,354,733	\$1,354,733	\$1,369,700
Capital Outlay				
Land & Buildings	\$0	\$0	\$0	\$0
Furnishings & Fixtures	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0
Improvements	\$0	\$0	\$0	\$0
Total for Capital Outlay	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES:	\$1,518,236	\$1,480,549	\$1,480,549	\$1,502,024

Personnel Summary - Full Time Equivalent (FTE's)

Regular	1.10	1.10	1.10	1.10
Part Time / Temporary	0.00	0.00	0.00	0.00
Total	1.10	1.10	1.10	1.10



- Personnel Services
- Operations & Maintenance
- Capital Outlay

THE CITY OF LA HABRA LINE ITEM DETAIL EXPLANATIONS Budget for Fiscal Year 2017 - 2018		Department: Human Resources Department Division: Risk Management Cost Center: Liability Insurance Internal Svc Org Key #: 164211 Risk Mgmt			
OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
6513 Deferred Compensation					
Sub-Total		\$0	\$0	\$0	\$0
6522 Medical Insurance	Full Time	\$12,591	\$13,221	\$13,221	\$14,983
6565 OPEB	Other Post-Employment Benefits (OPEB)	\$2,418	\$1,734	\$1,734	\$1,734
Sub-Total		\$15,009	\$14,955	\$14,955	\$16,717
6531 Worker's Compensation	Full Time	\$486	\$487	\$487	\$488
	Part Time				\$16
	Proposed reclass				
Sub-Total		\$486	\$487	\$487	\$504
6541 Unemployment Insurance	Full Time	\$187	\$186	\$186	\$187
	Part Time				\$7
	Proposed reclass				
Sub-Total		\$187	\$186	\$186	\$194
6561 Allowances	Car Allowance	\$87			
Sub-Total		\$87	\$0	\$0	\$0
TOTAL PERSONNEL SERVICES		\$123,972	\$125,816	\$125,816	\$132,324
7111 Office Supplies		USE 7199	USE 7199	USE 7199	USE 7199
Sub-Total		\$0	\$0	\$0	\$0
7112 Facility Maint Supplies					
Sub-Total		\$0	\$0	\$0	\$0
7123 Safety Equip & Uniforms					
Sub-Total		\$0	\$0	\$0	\$0
7163 Reproduction	Color Copies/Photos	\$0	\$1,500	\$1,500	\$1,500
Sub-Total		\$0	\$1,500	\$1,500	\$1,500
7165 Postage		\$63	\$300	\$300	\$300
Sub-Total		\$63	\$300	\$300	\$300
7199 Other Materials & Supplies	General Office Supplies	\$100	\$100	\$100	\$100
Sub-Total		\$100	\$100	\$100	\$100
TOTAL MATERIALS & SUPPLIES		\$163	\$1,900	\$1,900	\$1,900

THE CITY OF LA HABRA LINE ITEM DETAIL EXPLANATIONS Budget for Fiscal Year 2017 - 2018		Department: Human Resources Department Division: Risk Management Cost Center: Liability Insurance Org Key #: 164211 Internal Svc Risk Mgmt			
OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
7215 Dues & Memberships	PARMA	\$150	\$300	\$300	\$300
Sub-Total		\$150	\$300	\$300	\$300
7216 Publications & Subscriptions					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL DUES & SUBSCRIPTIONS		<u>\$150</u>	<u>\$300</u>	<u>\$300</u>	<u>\$300</u>
7331 Training & Conferences	PARMA &/or League of California Cities Conference	\$1,000	\$1,000	\$1,000	\$1,000
Sub-Total		\$1,000	\$1,000	\$1,000	\$1,000
7332 Mileage & Parking		\$22	\$100	\$100	\$100
Sub-Total		\$22	\$100	\$100	\$100
7334 Meetings					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL TRAINING & MEETINGS		<u>\$1,022</u>	<u>\$1,100</u>	<u>\$1,100</u>	<u>\$1,100</u>
7431 Repair & Maint Equipment					
Sub-Total		\$0	\$0	\$0	\$0
7432 Repair & Maint Vehicles					
Sub-Total		\$0	\$0	\$0	\$0
7433 Repair & Maint Facility					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL REPAIR & MAINTENANCE		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
7531 Rent & Leases Equipment					
Sub-Total		\$0	\$0	\$0	\$0
7532 Rent & Leases Bldg/Facilities					
Sub-Total		\$0	\$0	\$0	\$0
7533 Rent & Leases Vehicles					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL RENT & LEASES		<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 2017 - 2018		Department: Human Resources Department Division: Risk Management Cost Center: Liability Insurance Org Key #: 164211				Internal Svc Risk Mgmt
OBJECT NUMBER & NAME	DESCRIPTION <small>(PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)</small>	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget	
7739 Professional Services	Carl Warren & Co - Third Party Liability Adjusting Legal Fees Actuarial Report-Liability	\$191,611	\$55,200 \$170,000	\$55,200 \$170,000	\$50,200 \$170,000 \$2,000	
Sub-Total		\$191,611	\$225,200	\$225,200	\$222,200	
TOTAL PROFESSIONAL SERVICES		\$191,611	\$225,200	\$225,200	\$222,200	
7631 Utilities Telephone						
Sub-Total		\$0	\$0	\$0	\$0	
7632 Utilities Electricity						
Sub-Total		\$0	\$0	\$0	\$0	
7634 Utilities Natural Gas						
Sub-Total		\$0	\$0	\$0	\$0	
7741 Outside Printing						
Sub-Total		\$0	\$0	\$0	\$0	
7809 Risk Mgmt Charge						
Sub-Total		\$0	\$0	\$0	\$0	
7810 Information Services Charge	Assessed costs IT Overhead IT Direct Charge	\$2,556	\$809 \$1,699	\$809 \$1,699	\$1,135 \$1,205	
Sub-Total		\$2,556	\$2,508	\$2,508	\$2,340	
7811 Administrative Costs						
Sub-Total		\$0	\$0	\$0	\$0	
7813 Advertising						
Sub-Total		\$0	\$0	\$0	\$0	
7817 Awards & Recognition						
Sub-Total		\$0	\$0	\$0	\$0	
7819 Special Events						
Sub-Total		\$0	\$0	\$0	\$0	

THE CITY OF LA HABRA LINE ITEM DETAIL EXPLANATIONS Budget for Fiscal Year 2017 - 2018		Department: Human Resources Department Division: Risk Management Cost Center: Liability Insurance Internal Svc Org Key #: 164211 Risk Mgmt			
OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
7857	7857 Liability Insurance Reserve	(\$101,840)			
7858	7858 Industrial Injury W/C Reserve				
Sub-Total		(\$101,840)	\$0	\$0	\$0
7859 Legal Industrial Injury					
Sub-Total		\$0	\$0	\$0	\$0
7861 Damage Claims (Risk Mgmt)	Losses	\$507,588	\$125,000	\$125,000	\$125,000
Sub-Total		\$507,588	\$125,000	\$125,000	\$125,000
7862 Medical Claims (Risk Mgmt)					
Sub-Total		\$0	\$0	\$0	\$0
7863 Temporary Disability (Risk Mgmt)					
Sub-Total		\$0	\$0	\$0	\$0
7864 Permanent Disability (Risk Mgmt)					
Sub-Total		\$0	\$0	\$0	\$0
7865 Rehabilitation (Risk Mgmt)					
Sub-Total		\$0	\$0	\$0	\$0
7867 Insurance Liability	General Liability Flood & Earthquake = \$317,779; Property = \$101,458 Mobile Equip/Employee Bond/Pollution = \$53,128	\$792,786	\$459,635 \$486,888	\$459,635 \$486,888	\$544,279 \$419,237
Sub-Total		\$792,786	\$998,509	\$998,509	\$1,016,644
7771 Vehicle Rplc					
7772 IT Equip Rplc		\$228	\$216	\$216	\$216
Sub-Total		\$228	\$216	\$216	\$216
7875 Interest Expense					
Sub-Total		\$0	\$0	\$0	\$0
7881 Principal Payments					
Sub-Total		\$0	\$0	\$0	\$0
7884 Property Taxes					
Sub-Total		\$0	\$0	\$0	\$0

THE CITY OF LA HABRA LINE ITEM DETAIL EXPLANATIONS Budget for Fiscal Year 2017 - 2018		Department: Human Resources Department Division: Risk Management Cost Center: Liability Insurance Internal Svc Org Key #: 164211 Risk Mgmt			
OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
7885 OPA Payments (Finance)					
Sub-Total		\$0	\$0	\$0	\$0
7887 Pass Thru Payment (Finance)					
Sub-Total		\$0	\$0	\$0	\$0
7899 Miscellaneous					
Sub-Total		\$0	\$0	\$0	\$0
7911 Program Contingency					
Sub-Total		\$0	\$0	\$0	\$0
8812 Transfers					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL SPECIAL DEPARTMENTAL		\$1,201,318	\$1,126,233	\$1,126,233	\$1,144,200
8911 Land					
Sub-Total		\$0	\$0	\$0	\$0
7712 Buildings (under \$5,000)					
8912 Buildings (over \$5,000)					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL CAPITAL OUTLAY - LAND & BUILDINGS		\$0	\$0	\$0	\$0

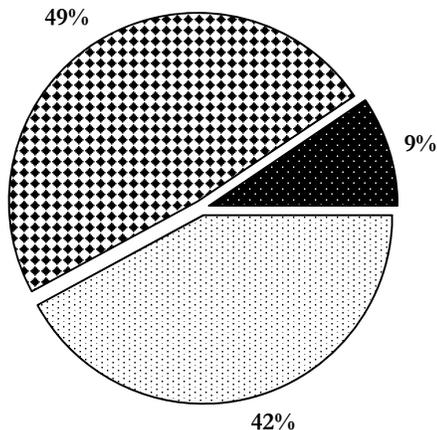
The City of La Habra
Budget for Fiscal Year 2017 - 2018

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

	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
Personnel Services				
Salaries - Full Time	\$499,379	\$523,067	\$523,067	\$532,259
Salaries - Part Time	\$0	\$0	\$0	\$0
Salaries - Overtime	\$17,014	\$0	\$0	\$2,500
Benefits	\$184,163	\$176,454	\$176,454	\$196,857
Allowances	\$4,301	\$4,260	\$4,260	\$4,020
Total for Personnel Services	\$704,857	\$703,781	\$703,781	\$735,636
Operations & Maintenance				
Materials & Supplies	\$5,537	\$8,275	\$8,275	\$8,275
Dues & Subscriptions	\$887	\$1,300	\$1,300	\$2,300
Training & Meetings	\$10,878	\$16,100	\$16,100	\$6,100
Repair & Maintenance	\$356,359	\$361,500	\$361,500	\$396,480
Rent & Leases	\$107,466	\$95,900	\$95,900	\$72,500
Professional Services	\$56,287	\$90,000	\$90,000	\$68,750
Special Departmental	\$196,932	\$248,484	\$248,484	\$292,624
Total for Operations & Maintenance	\$734,346	\$821,559	\$821,559	\$847,029
Capital Outlay				
Land & Buildings	\$0	\$0	\$0	\$0
Furnishings & Fixtures	\$0	\$0	\$0	\$0
Equipment	\$135,131	\$110,000	\$110,000	\$165,000
Improvements	\$0	\$0	\$0	\$0
Total for Capital Outlay	\$135,131	\$110,000	\$110,000	\$165,000
TOTAL EXPENDITURES:	\$1,574,334	\$1,635,340	\$1,635,340	\$1,747,665

Personnel Summary - Full Time Equivalent (FTE's)

Regular	5.25	5.25	5.25	5.25
Part Time / Temporary	0.00	0.00	0.00	0.00
Total	5.25	5.25	5.25	5.25



- Personnel Services
- Operations & Maintenance
- Capital Outlay

THE CITY OF LA HABRA
LINE ITEM DETAIL EXPLANATIONS
Budget for Fiscal Year 2017 - 2018

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

OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2015-2016	2016-2017	2016-2017	2017-2018
		Actuals Expended	Adopted Budget	Amended Budget	Adopted Budget
6111 Salaries Full Time	Current Staffing Finance Director (.25) Deputy Director of Information Technology (1) Network Administrator (1) Information Technology Systems Analyst (3)	\$499,379	\$523,067	\$523,067	\$532,259
Sub-Total		\$499,379	\$523,067	\$523,067	\$532,259
6121 Salaries Overtime		\$17,014			\$2,500
Sub-Total		\$17,014	\$0	\$0	\$2,500
6131 Salaries Part Time					
Sub-Total		\$0	\$0	\$0	\$0
613@ Buybacks	6134 Buyback Vacation Leave 6135 Buyback Comp Time 6142 1-Time Salary Adjustment	\$6,643 \$12,315			\$3,500
Sub-Total		\$18,958	\$0	\$0	\$3,500
613@ Final Payoffs	6137 Final Vacation Payoff 6138 Final Sick Leave Payoff 6139 Final Comp Time Payoff	\$1,208 \$896			\$0
Sub-Total		\$2,104	\$0	\$0	\$0
6212 Medicare	Full Time Part Time	\$7,014	\$6,955	\$6,955	\$7,089
Sub-Total		\$7,014	\$6,955	\$6,955	\$7,089
6511 Employer PERS	Full Time Part Time	\$75,767	\$86,142	\$86,142	\$89,478
Sub-Total		\$75,767	\$86,142	\$86,142	\$89,478
6512 Employee Paid PERS	Full Time	\$958	\$904	\$904	\$904
Sub-Total		\$958	\$904	\$904	\$904

THE CITY OF LA HABRA LINE ITEM DETAIL EXPLANATIONS Budget for Fiscal Year 2017 - 2018		Department: Division: Cost Center: Org Key #:	Department of Finance/ Administrative Ser Internal Service Fund Information Technology FunInternal Svc 165151 IT		
OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
6513 Deferred Compensation					
Sub-Total		\$0	\$0	\$0	\$0
6522 Medical Insurance	Full Time	\$63,984	\$70,408	\$70,408	\$83,773
6565 OPEB	Other Post-Employment Benefits (OPEB)	\$11,538	\$8,269	\$8,269	\$8,269
Sub-Total		\$75,522	\$78,677	\$78,677	\$92,042
6531 Worker's Compensation	Full Time Part Time	\$2,776	\$2,730	\$2,730	\$2,780
Sub-Total		\$2,776	\$2,730	\$2,730	\$2,780
6541 Unemployment Insurance	Full Time Part Time	\$1,064	\$1,046	\$1,046	\$1,064
Sub-Total		\$1,064	\$1,046	\$1,046	\$1,064
6561 Allowances	Auto Allowance Cell Phone Stipend	\$4,301	\$3,300 \$960	\$3,300 \$960	\$3,300 \$720
Sub-Total		\$4,301	\$4,260	\$4,260	\$4,020
TOTAL PERSONNEL SERVICES		\$704,857	\$703,781	\$703,781	\$735,636
7111 Office Supplies		USE 7199	USE 7199	USE 7199	USE 7199
Sub-Total		\$0	\$0	\$0	\$0
7112 Facility Maint Supplies					
Sub-Total		\$0	\$0	\$0	\$0
7123 Safety Equip & Uniforms					
Sub-Total		\$0	\$0	\$0	\$0
7163 Reproduction	Business Cards for Staffs (5 sets)	\$0	\$175	\$175	\$175
Sub-Total		\$0	\$175	\$175	\$175
7165 Postage		\$19	\$100	\$100	\$100
Sub-Total		\$19	\$100	\$100	\$100
7199 Other Materials & Supplies	Regular consumable items (i.e. Office supply, roller kits, etc.)	\$5,518	\$8,000	\$8,000	\$8,000
Sub-Total		\$5,518	\$8,000	\$8,000	\$8,000
TOTAL MATERIALS & SUPPLIES		\$5,537	\$8,275	\$8,275	\$8,275

THE CITY OF LA HABRA LINE ITEM DETAIL EXPLANATIONS Budget for Fiscal Year 2017 - 2018		Department: Department of Finance/ Administrative Ser Division: Internal Service Fund Cost Center: Information Technology Fun Internal Svc Org Key #: 165151 IT			
OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
7215 Dues & Memberships	MISAC annual membership MISAC Award Application Credit Card Membership WCSG Users Group Membership	\$185	\$165	\$165	\$165
			\$75	\$75	\$75
			\$25	\$25	\$25
			\$35	\$35	\$35
Sub-Total		\$185	\$300	\$300	\$300
7216 Publications & Subscriptions	SSL certicate for Business Lic Online Subscription to professional journals City's Domain names registration fee Dot Gov registrations	\$702	\$100	\$100	\$100
			\$150	\$150	\$150
			\$650	\$650	\$950
			\$100	\$100	\$800
Sub-Total		\$702	\$1,000	\$1,000	\$2,000
TOTAL DUES & SUBSCRIPTIONS		\$887	\$1,300	\$1,300	\$2,300
7331 Training & Conferences	Palo Alto Annual User Conference Citywide End-Users Computer Trainings MISAC Annual Conference Technical Trainings for IT Staff	\$10,878	\$5,000	\$5,000	\$5,000
			\$5,000	\$5,000	\$0
			\$1,000	\$1,000	\$1,000
			\$5,000	\$5,000	\$0
7333 POST Training					
Sub-Total		\$10,878	\$16,000	\$16,000	\$6,000
7332 Mileage & Parking		\$0	\$100	\$100	\$100
Sub-Total		\$0	\$100	\$100	\$100
7334 Meetings					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL TRAINING & MEETINGS		\$10,878	\$16,100	\$16,100	\$6,100
7431 Repair & Maint Equipment	Microsoft Enterprise Agrm't; BiTech Financial Sys; Permit Sys Maint; Granicus Video Sys; Comcate CRM; Accela (SpkBrk) Utility Billing System; Western Audio AV Equip Maint IBM Informix DB & Compiler; HDL BL & Online Maint; VMWare Lic; Laserfiche Maint; GIS & AutoCad Maint; HP 9000 Maint; Fax Srvr Maint; Firewall & Web Filter Equip Maint+; Anti-Virus Filter Subscription; Network Auditing Sys Maint; LiveScan Maint; Network Security Scan Sys; Payroll Sys Maint; Backup Software; Other Contracts; (PD) West Covina Srvc Grp (CAD/RMS) System; Auto- Citation Sys; CLETS Access Chge; Dispatch Recording Sys; Laserfiche Maint; Lexis/Nexis DORS and LEAP Systems; BAIR Sys; GIS Sys; Backup Software; Anti-Virus Filter Sys; Firewalls & WebFilter Sys Maint; IA Pro Software Maint; MDC Security Token; AutoCite Handheld Equip Maint; Engineering Plotter Software Maint	\$355,135	\$210,350	\$210,350	\$236,650
			\$149,650	\$149,650	\$153,050
			\$1,500	\$1,500	\$0
Sub-Total		\$355,135	\$360,000	\$360,000	\$389,700
7432 Repair & Maint Vehicles	Assessed cost for maintenance of city vehicles. Figure provided by Fleet management	\$1,224	\$1,500	\$1,500	\$6,780
Sub-Total		\$1,224	\$1,500	\$1,500	\$6,780
TOTAL REPAIR & MAINTENANCE		\$356,359	\$361,500	\$361,500	\$396,480
7531 Rent & Leases Equipment	Konica Minolta (KM) 15 copiers lease and usage fee	\$107,466	\$95,900	\$95,900	\$72,500
Sub-Total		\$107,466	\$95,900	\$95,900	\$72,500
7532 Rent & Leases	Rent & Leases - Bldg/ Facilities				
7533 Rent & Leases	Rent & Leases - Vehicles				
Sub-Total		\$0	\$0	\$0	\$0
TOTAL RENT & LEASES		\$107,466	\$95,900	\$95,900	\$72,500

THE CITY OF LA HABRA LINE ITEM DETAIL EXPLANATIONS Budget for Fiscal Year 2017 - 2018		Department: Department of Finance/ Administrative Ser Division: Internal Service Fund Cost Center: Information Technology Fun Internal Svc Org Key #: 165151 IT			
OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
7831	Purchase for Resale (water/fuel)				
	Sub-Total	\$0	\$0	\$0	\$0
7861	Damage Claims (Risk Mgmt)				
	Sub-Total	\$0	\$0	\$0	\$0
7862	Medical Claims (Risk Mgmt)				
	Sub-Total	\$0	\$0	\$0	\$0
7867	Insurance Liability				
	Sub-Total	\$0	\$0	\$0	\$0
7771	Assessed cost for replacement of city vehicles.	\$2,832	\$2,832	\$2,832	\$2,832
7772	Assessed cost for replacement of IT equipment	\$672	\$696	\$696	\$840
	Sub-Total	\$3,504	\$3,528	\$3,528	\$3,672
7875	Interest Expense				
	Sub-Total	\$0	\$0	\$0	\$0
7881	Principal Payments				
	Sub-Total	\$0	\$0	\$0	\$0
7884	Property Taxes				
	Sub-Total	\$0	\$0	\$0	\$0
7885	OPA Payments (Finance)				
	Sub-Total	\$0	\$0	\$0	\$0
7887	Pass Thru Payment (Finance)				
	Sub-Total	\$0	\$0	\$0	\$0
7899	Miscellaneous				
	Sub-Total	\$0	\$0	\$0	\$0
7911	Program Contingency	\$9,701	\$10,000	\$10,000	\$10,000
	Sub-Total	\$9,701	\$10,000	\$10,000	\$10,000

THE CITY OF LA HABRA LINE ITEM DETAIL EXPLANATIONS Budget for Fiscal Year 2017 - 2018		Department: Department of Finance/ Administrative Services Division: Internal Service Fund Cost Center: Information Technology Fun Internal Svc Org Key #: 165151 IT			
OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
8812 Transfers					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL SPECIAL DEPARTMENTAL		\$196,932	\$248,484	\$248,484	\$292,624
8911 Land					
Sub-Total		\$0	\$0	\$0	\$0
7712 Buildings (under \$5,000)					
8912 Buildings (over \$5,000)					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL CAPITAL OUTLAY - LAND & BUILDINGS		\$0	\$0	\$0	\$0
7714 Furniture & Fixtures (under \$5,000)					
8914 Furniture & Fixtures (over \$5,000)					
TOTAL CAPITAL OUTLAY - FURNITURE & FIXTURES		\$0	\$0	\$0	\$0
7716 Vehicles (under \$5,000)					
8916 Vehicles (over \$5,000)					
Sub-Total		\$0	\$0	\$0	\$0
7717 Equipment (under \$5,000)					
8917 Equipment (over \$5,000)	Community Center AV System Upgrade		\$50,000	\$50,000	\$100,000
Sub-Total		\$0	\$50,000	\$50,000	\$100,000
7719 Computer Equip (under \$5,000)	Engineering Computer Software (AutoCAD, GIS, Adobe) PD Cisco Equipment for OCSD Connection	\$2,988	\$30,000	\$30,000	\$0 \$5,000
8919 Computer Equip (over \$5,000)	Comm Ctr New Registration and Facility Reservation Software (Estimate \$60k over 2 years)	\$132,143	\$30,000	\$30,000	\$60,000
Sub-Total		\$135,131	\$60,000	\$60,000	\$65,000
TOTAL CAPITAL OUTLAY - EQUIPMENT		\$135,131	\$110,000	\$110,000	\$165,000
7721 Improvements (under \$5,000)					
8921 Improvements (over \$5,000)					
TOTAL CAPITAL OUTLAY - IMPROVEMENTS		\$0	\$0	\$0	\$0

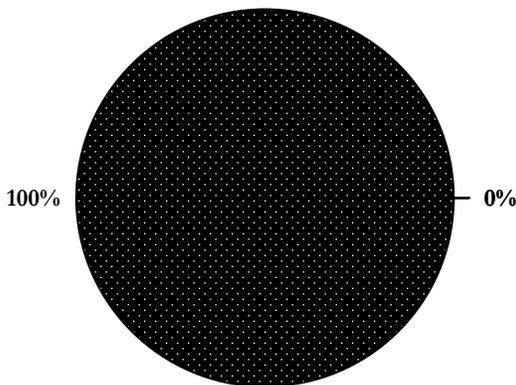
The City of La Habra
Budget for Fiscal Year 2017 - 2018

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

	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
Personnel Services				
Salaries - Full Time	\$0	\$0	\$0	\$0
Salaries - Part Time	\$0	\$0	\$0	\$0
Salaries - Overtime	\$0	\$0	\$0	\$0
Benefits	\$0	\$0	\$0	\$0
Allowances	\$0	\$0	\$0	\$0
Total for Personnel Services	\$0	\$0	\$0	\$0
Operations & Maintenance				
Materials & Supplies	\$0	\$0	\$0	\$0
Dues & Subscriptions	\$0	\$0	\$0	\$0
Training & Meetings	\$0	\$0	\$0	\$0
Repair & Maintenance	\$0	\$0	\$0	\$0
Rent & Leases	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0
Special Departmental	\$0	\$0	\$0	\$0
Total for Operations & Maintenance	\$0	\$0	\$0	\$0
Capital Outlay				
Land & Buildings	\$0	\$0	\$0	\$0
Furnishings & Fixtures	\$0	\$0	\$0	\$0
Equipment	\$184,853	\$277,200	\$277,200	\$168,600
Improvements	\$0	\$0	\$0	\$0
Total for Capital Outlay	\$184,853	\$277,200	\$277,200	\$168,600
TOTAL EXPENDITURES:	\$184,853	\$277,200	\$277,200	\$168,600

Personnel Summary - Full Time Equivalent (FTE's)

Regular	0.00	0.00	0.00	0.00
Part Time / Temporary	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00



- Personnel Services
- Operations & Maintenance
- Capital Outlay

THE CITY OF LA HABRA
LINE ITEM DETAIL EXPLANATIONS
Budget for Fiscal Year 2017 - 2018

Department: Department of Finance/ Administrative Ser
Division: Internal Service Fund
Cost Center: Information Technology Req Internal Svc
Org Key #: 165152 IT Replc

OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2015-2016 Actuals Expended	2016-2017 Adopted Budget	2016-2017 Amended Budget	2017-2018 Adopted Budget
8812 Transfers					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL SPECIAL DEPARTMENTAL		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
8911 Land					
Sub-Total		\$0	\$0	\$0	\$0
7712 Buildings (under \$5,000)					
8912 Buildings (over \$5,000)					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL CAPITAL OUTLAY - LAND & BUILDINGS		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
7714 Furniture & Fixtures (under \$5,000)					
8914 Furniture & Fixtures (over \$5,000)					
TOTAL CAPITAL OUTLAY - FURNITURE & FIXTURES		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
7716 Vehicles (under \$5,000)					
8916 Vehicles (over \$5,000)					
Sub-Total		\$0	\$0	\$0	\$0
7717 Equipment (under \$5,000)					
8917 Equipment (over \$5,000)					
Sub-Total		\$0	\$0	\$0	\$0
7719 Computer Equip (under \$5,000)	Backup Hardware and Backup hard drive refresh	\$10,537			\$32,000
8919 Computer Equip (over \$5,000)	PD/CS Kiosks; Firewall replacement; annual PC refresh Network Core Switch Upgrade	\$174,316	\$277,200	\$277,200	\$136,600
Sub-Total		\$184,853	\$277,200	\$277,200	\$168,600
TOTAL CAPITAL OUTLAY - EQUIPMENT		<u>\$184,853</u>	<u>\$277,200</u>	<u>\$277,200</u>	<u>\$168,600</u>
7721 Improvements (under \$5,000)					
8921 Improvements (over \$5,000)					
TOTAL CAPITAL OUTLAY - IMPROVEMENTS		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>