

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 2019 - 2020

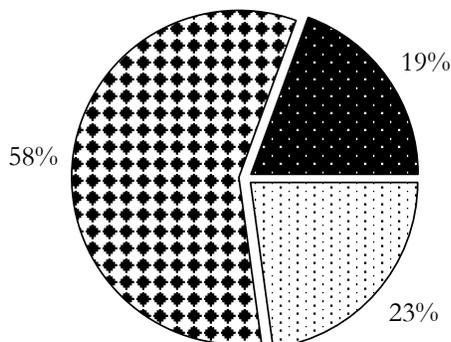
Internal Service Fund

Expenditures Summary

	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 Adopted Budget
Personnel Services				
Salaries - Full Time	\$1,001,051	\$1,079,875	\$1,153,639	\$1,110,843
Salaries - Part Time	\$503	\$0	\$0	\$0
Salaries - Overtime	\$28,898	\$20,379	\$20,379	\$20,073
Benefits	\$389,234	\$428,803	\$415,901	\$454,316
Allowances	\$7,345	\$7,850	\$8,650	\$8,330
Total for Personnel Services	\$1,427,031	\$1,536,907	\$1,598,569	\$1,593,562
Operations & Maintenance				
Materials & Supplies	\$177,624	\$185,973	\$185,973	\$185,973
Dues & Subscriptions	\$2,763	\$4,510	\$4,510	\$4,610
Training & Meetings	\$6,870	\$20,450	\$20,450	\$21,550
Repair & Maintenance	\$400,569	\$410,936	\$410,936	\$341,972
Rent & Leases	\$85,071	\$84,000	\$84,000	\$98,500
Professional Services	\$1,124,100	\$500,514	\$500,514	\$590,314
Special Departmental	\$2,386,132	\$2,722,978	\$2,722,978	\$2,786,227
Total for Operations & Maintenance	\$4,183,129	\$3,929,361	\$3,929,361	\$4,029,146
Capital Outlay				
Land & Buildings	\$0	\$0	\$0	\$0
Furnishings & Fixtures	\$4,554	\$1,000	\$1,000	\$1,000
Equipment	\$874,615	\$1,189,500	\$1,189,500	\$1,341,500
Improvements	\$0	\$14,000	\$14,000	\$14,000
Total for Capital Outlay	\$879,169	\$1,204,500	\$1,204,500	\$1,356,500
TOTAL EXPENDITURES:	\$6,489,329	\$6,670,768	\$6,732,430	\$6,979,208

Personnel Summary - Full Time Equivalent (FTE's)

Regular	12.70	12.70	12.70	11.70
Part Time / Temporary	0.00	0.00	0.00	0.00
Total	12.70	12.70	12.70	11.70

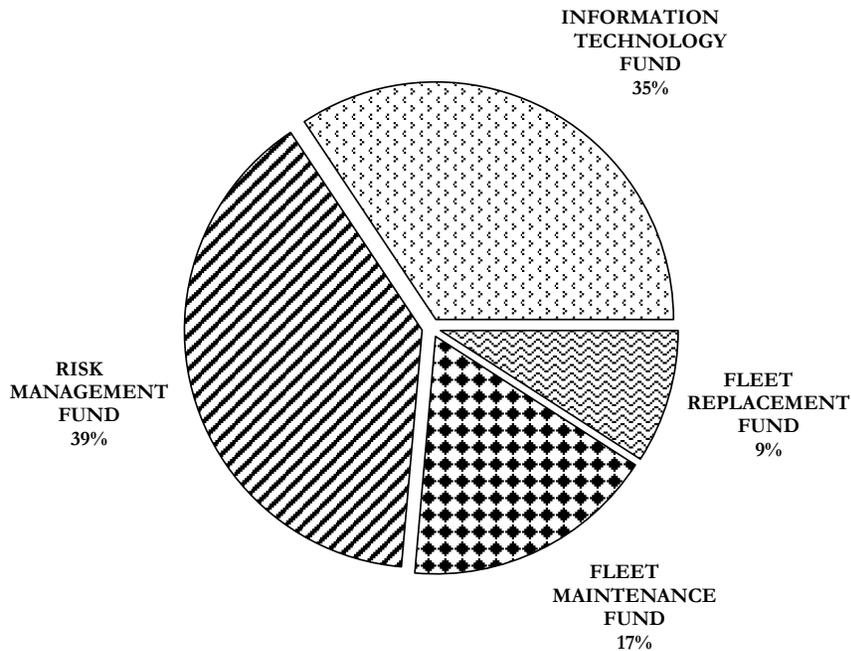


- Personnel Services
- Operations & Maintenance
- Capital Outlay

The City of La Habra
Budget for Fiscal Year 2019 - 2020

INTERNAL SERVICE FUNDS EXPENDITURES - SUMMARY BY FUND

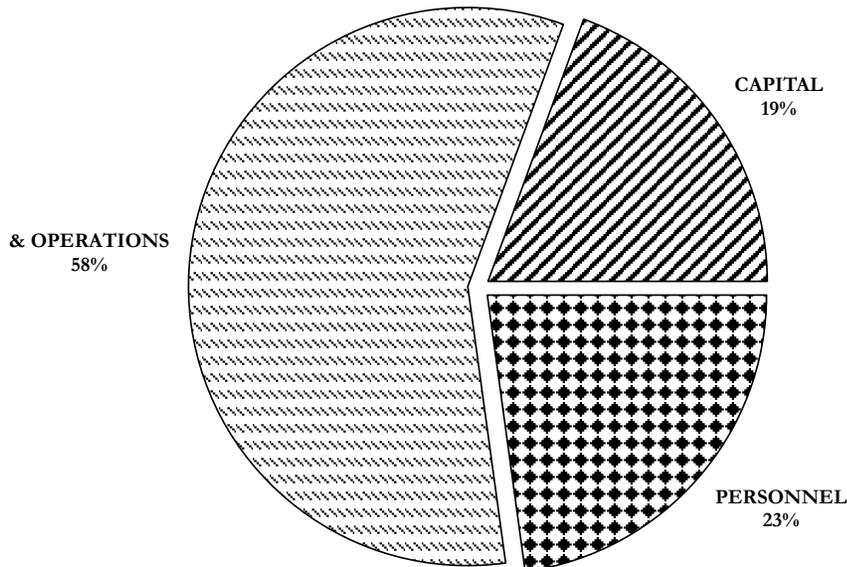
		2017-2018	2018-2019	2018-2019	2019-2020
		Actuals	Adopted	Amended	Adopted
		Expended	Budget	Budget	Budget
FLEET REPLACEMENT FUND					
177101	FLEET REPLACEMENT	721,142	669,960	671,128	635,274
	SUBTOTAL	<u>721,142</u>	<u>669,960</u>	<u>671,128</u>	<u>635,274</u>
FLEET MAINTENANCE FUND					
176101	FLEET MAINTENANCE	1,088,015	1,146,383	1,154,215	1,206,638
	SUBTOTAL	<u>1,088,015</u>	<u>1,146,383</u>	<u>1,154,215</u>	<u>1,206,638</u>
RISK MANAGEMENT FUND					
164151	INDUSTRIAL INJURY (W/C)	883,881	1,040,403	1,040,400	1,095,178
164211	LIABILITY INSURANCE	1,675,261	1,600,366	1,601,719	1,645,771
	SUBTOTAL	<u>2,559,142</u>	<u>2,640,769</u>	<u>2,642,119</u>	<u>2,740,949</u>
INFORMATION TECHNOLOGY FUND					
165151	INFORMATION TECHNOLOGY	2,000,604	1,791,656	1,842,968	1,934,347
165152	INFORMATION TECHNOLOGY REPI	120,426	422,000	422,000	462,000
	SUBTOTAL	<u>2,121,030</u>	<u>2,213,656</u>	<u>2,264,968</u>	<u>2,396,347</u>
TOTAL INTERNAL SERVICE FUNDS EXPENDITURES		<u>6,489,329</u>	<u>6,670,768</u>	<u>6,732,430</u>	<u>6,979,208</u>



The City of La Habra
Budget for Fiscal Year 2019 - 2020

INTERNAL SERVICE FUNDS EXPENDITURES - BY TYPE

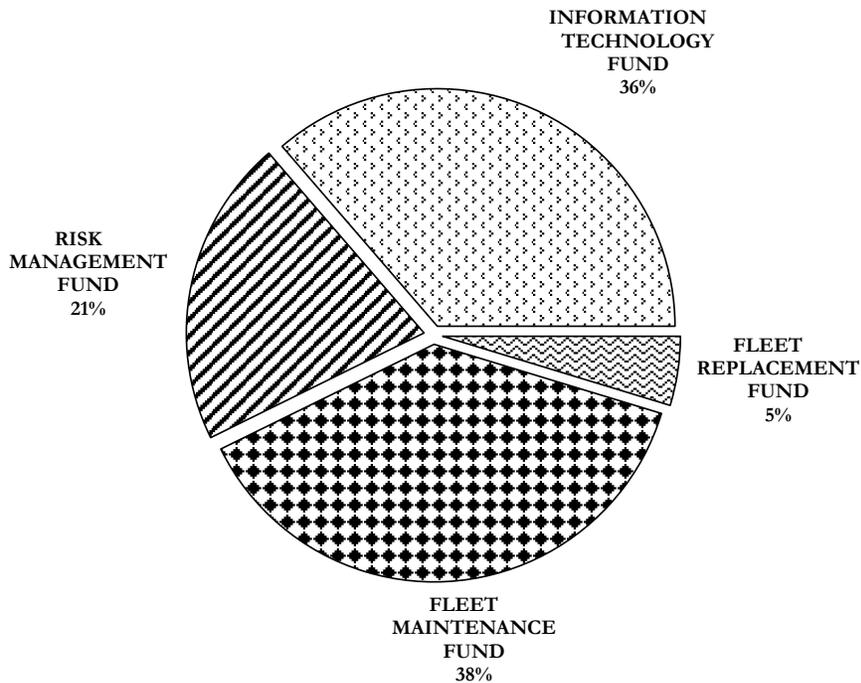
		PERSONNEL SERVICES	OPERATIONS & MAINTENANCE	CAPITAL OUTLAY	TOTAL BUDGET
FLEET REPLACEMENT FUND					
177101	FLEET REPLACEMENT	70,746	3,528	561,000	635,274
	SUBTOTAL	<u>70,746</u>	<u>3,528</u>	<u>561,000</u>	<u>635,274</u>
FLEET MAINTENANCE FUND					
176101	FLEET MAINTENANCE	490,595	697,543	18,500	1,206,638
	SUBTOTAL	<u>490,595</u>	<u>697,543</u>	<u>18,500</u>	<u>1,206,638</u>
RISK MANAGEMENT FUND					
164151	INDUSTRIAL INJURY (W/C)	182,037	913,141	0	1,095,178
164211	LIABILITY INSURANCE	158,307	1,487,464	0	1,645,771
	SUBTOTAL	<u>340,344</u>	<u>2,400,605</u>	<u>0</u>	<u>2,740,949</u>
INFORMATION TECHNOLOGY FUND					
165151	INFORMATION TECHNOLOGY	691,877	927,470	315,000	1,934,347
165152	INFORMATION TECHNOLOGY REPI	0	0	462,000	462,000
	SUBTOTAL	<u>691,877</u>	<u>927,470</u>	<u>777,000</u>	<u>2,396,347</u>
TOTAL INTERNAL SERVICE FUNDS EXPENDITURES		<u>1,593,562</u>	<u>4,029,146</u>	<u>1,356,500</u>	<u>6,979,208</u>



The City of La Habra
Budget for Fiscal Year 2019 - 2020

INTERNAL SERVICE FUNDS FTE SUMMARY

		2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 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	4.25
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>4.25</u>
TOTAL INTERNAL SERVICE FUNDS EXPENDITURES		<u>12.70</u>	<u>12.70</u>	<u>12.70</u>	<u>11.70</u>



The City of La Habra
Budget for Fiscal Year 2019 - 2020

INTERNAL SERVICE FUNDS REVENUE

		2017-2018	2018-2019	2018-2019	2019-2020
		Actuals	Adopted	Amended	Adopted
		Revenue	Budget	Budget	Budget
FLEET REPLACEMENT FUND - 210					
4501	INTEREST INCOME	10,077	10,000	10,000	11,000
4505	GAIN/LOSS ON INVESTMENT	-53	0	0	0
4506	UNREALIZED GAIN/ (LOSS)	-10,405	0	0	0
4612	DAMAGE CLAIM RECOVERY	-4,997	0	0	0
4619	SALE OF VEHICLES	48,894	5,000	5,000	5,000
4629	DEPARTMENTAL CHARGES	262,716	201,216	201,216	718,860
8311	OPERATING TRANSFERS IN	0	0	0	0
	FLEET REPLACEMENT FUND TOTAL	<u>306,232</u>	<u>216,216</u>	<u>216,216</u>	<u>734,860</u>
FLEET MAINTENANCE FUND - 211					
4501	INTEREST INCOME	2,189	2,000	2,000	5,300
4505	GAIN/LOSS ON INVESTMENT	-9	0	0	0
4506	UNREALIZED GAIN/ (LOSS)	-1,752	0	0	0
4546	CONTRACT-FLEET MAINT SVCS	12,005	8,000	8,000	5,000
4612	DAMAGE CLAIM RECOVERY	6,295	0	0	0
4621	SALE OF FUEL	45,281	39,000	39,000	50,000
4629	DEPARTMENTAL CHARGES	968,184	1,057,260	1,057,260	1,086,192
8311	OPERATING TRANSFERS IN	170,000	0	0	0
	FLEET MAINTENANCE FUND TOTAL	<u>1,202,193</u>	<u>1,106,260</u>	<u>1,106,260</u>	<u>1,146,492</u>
RISK MANAGEMENT FUND - 212					
4501	INTEREST INCOME	46,746	44,500	44,500	46,000
4505	GAIN/LOSS ON INVESTMENT	-229	0	0	0
4506	UNREALIZED GAIN/ (LOSS)	-44,918	0	0	0
4581	REIMBURSEMENT SIR WORKER'S CO	14,129	0	0	0
4582	REIMBURSEMENT SIR LIABILITY	333	0	0	0
4607	ADMINISTRATIVE FEES (Liability)	1,502,520	1,597,092	1,597,092	1,700,028
4624	PREMIUMS - WORKERS COMP.	671,558	1,045,797	1,045,797	1,119,995
4630	MISCELLANEOUS REVENUE	0	0	0	0
8311	OPERATING TRANSFERS IN	500,000	0	0	0
	RISK MANAGEMENT FUND TOTAL	<u>2,690,139</u>	<u>2,687,389</u>	<u>2,687,389</u>	<u>2,866,023</u>
INFORMATION TECHNOLOGY FUND - 214					
4501	INTEREST INCOME	2,438	4,400	4,400	5,900
4505	GAIN/LOSS ON INVESTMENT	-9	0	0	0
4506	UNREALIZED GAIN/ (LOSS)	-1,604	0	0	0
4629	DEPARTMENTAL CHARGES	1,587,398	1,622,688	1,622,688	1,578,588
8311	OPERATING TRANSFERS IN	700,000	0	0	0
	INFORMATION SERVICES FUND TOTAL	<u>2,288,223</u>	<u>1,627,088</u>	<u>1,627,088</u>	<u>1,584,488</u>
INFORMATION TECHNOLOGY REPLACEMENT FUND - 216					
4501	INTEREST INCOME	-20	900	900	1,300
4505	GAIN/LOSS ON INVESTMENT	-1	0	0	0
4506	UNREALIZED GAIN/ (LOSS)	-149	0	0	0
4629	DEPARTMENTAL CHARGES	100,894	79,812	79,812	61,758
8311	OPERATING TRANSFERS IN	50,000	182,352	182,352	0
	INFORMATION SERVICES FUND TOTAL	<u>150,724</u>	<u>263,064</u>	<u>263,064</u>	<u>63,058</u>
OTHER POST EMPLOYMENT BENEFITS FUND- 217					
4501	INTEREST INCOME	510	0	0	0
4505	GAIN/LOSS ON INVESTMENT	6	0	0	0
4506	UNREALIZED GAIN/ (LOSS)	1,479	0	0	0
4629	DEPARTMENTAL CHARGES	236,520	436,000	436,000	415,896
8311	OPERATING TRANSFERS IN	200,000	0	0	0
	OTHER POST EMPLOYMENT BENEFITS FUND TOTAL	<u>438,515</u>	<u>436,000</u>	<u>436,000</u>	<u>415,896</u>
	TOTAL INTERNAL SERVICE FUNDS REVENUE	<u>7,076,026</u>	<u>6,336,017</u>	<u>6,336,017</u>	<u>6,810,817</u>

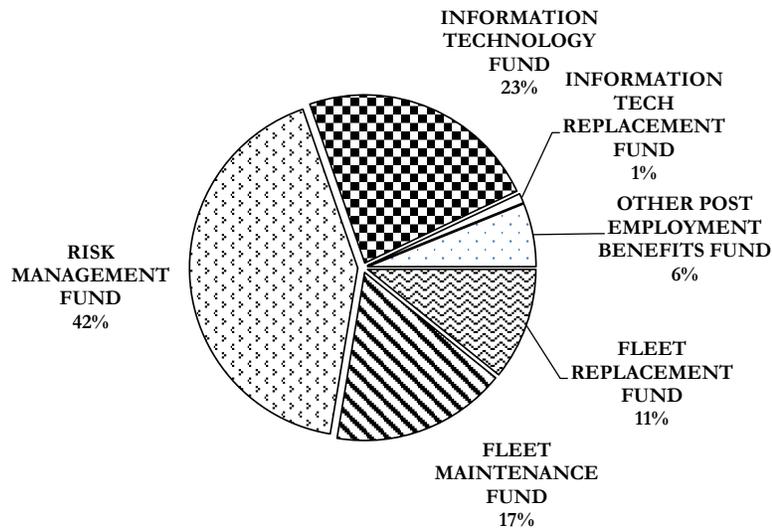
The City of La Habra
 Budget for Fiscal Year 2019 - 2020

INTERNAL SERVICE FUNDS REVENUE

2017-2018 Actuals Revenue	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 Adopted Budget
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SUMMARY

FLEET REPLACEMENT FUND	306,232	216,216	216,216	734,860
FLEET MAINTENANCE FUND	1,202,193	1,106,260	1,106,260	1,146,492
RISK MANAGEMENT FUND	2,690,139	2,687,389	2,687,389	2,866,023
INFORMATION TECHNOLOGY FUND	2,288,223	1,627,088	1,627,088	1,584,488
INFORMATION TECH REPLACEMENT FUND	150,724	263,064	263,064	63,058
OTHER POST EMPLOYMENT BENEFITS FUND	438,515	436,000	436,000	415,896
TOTAL INTERNAL SERVICE FUNDS REVENUE	7,076,026	6,336,017	6,336,017	6,810,817



Internal Service Funds Detail Section

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

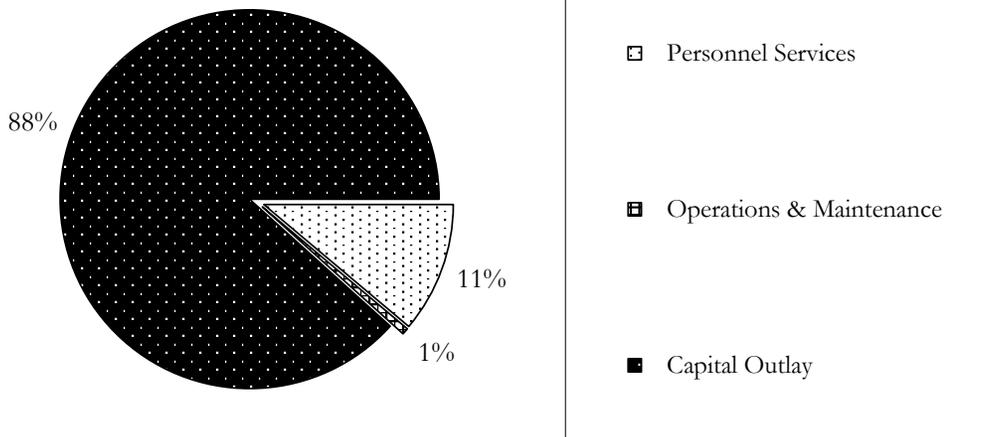
The City of La Habra
Budget for Fiscal Year 2019 - 2020

Department of Public Works
Internal Service Fund
Fleet Replacement Fund
177101

	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 Adopted Budget
Personnel Services				
Salaries - Full Time	\$40,706	\$45,181	\$46,516	\$48,561
Salaries - Part Time	\$25	\$0	\$0	\$0
Salaries - Overtime	\$3,467	\$1,500	\$1,500	\$1,500
Benefits	\$15,649	\$17,963	\$17,726	\$20,246
Allowances	\$198	\$376	\$446	\$439
Total for Personnel Services	\$60,045	\$65,020	\$66,188	\$70,746
Operations & Maintenance				
Materials & Supplies	\$0	\$0	\$0	\$0
Dues & Subscriptions	\$0	\$0	\$0	\$0
Training & Meetings	\$0	\$0	\$0	\$0
Repair & Maintenance	\$3,256	\$0	\$0	\$0
Rent & Leases	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0
Special Departmental	\$5,316	\$5,940	\$5,940	\$3,528
Total for Operations & Maintenance	\$8,572	\$5,940	\$5,940	\$3,528
Capital Outlay				
Land & Buildings	\$0	\$0	\$0	\$0
Furnishings & Fixtures	\$0	\$0	\$0	\$0
Equipment	\$652,525	\$585,000	\$585,000	\$547,000
Improvements	\$0	\$14,000	\$14,000	\$14,000
Total for Capital Outlay	\$652,525	\$599,000	\$599,000	\$561,000
TOTAL EXPENDITURES:	\$721,142	\$669,960	\$671,128	\$635,274

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



THE CITY OF LA HABRA
LINE ITEM DETAIL EXPLANATIONS
Budget for Fiscal Year 2019 - 2020

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)	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 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-80 to M-85) with new title to Equipment Mechanic II) - Internal Promotion Note: The remaining salary % in Fleet Maintenance Fund 176101	\$40,706	\$45,181	\$46,516	\$48,417
Sub-Total		\$40,706	\$45,181	\$46,516	\$48,561
6121 Salaries Overtime		\$3,467	\$1,500	\$1,500	\$1,500
Sub-Total		\$3,467	\$1,500	\$1,500	\$1,500
6131 Salaries Part Time		\$25			
Sub-Total		\$25	\$0	\$0	\$0
613@ Buybacks	6134 Buyback Vacation Leave 6135 Buyback Comp Time 6142 1-Time Salary Adjustment	\$764	\$973	\$973	\$972
Sub-Total		\$764	\$973	\$973	\$972
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 reclassification	\$656	\$655 \$22 \$0	\$674 \$22 \$0	\$702 \$22 \$2
Sub-Total		\$656	\$677	\$696	\$726
6511 Employer PERS	Full Time Proposed reclassification	\$6,649	\$8,165	\$8,273	\$10,086 \$12
Sub-Total		\$6,649	\$8,165	\$8,273	\$10,098
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 2019 - 2020		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)	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 Adopted Budget
6517 Cost Sharing PERS	Full Time			(\$465)	(\$486)
Sub-Total		\$0	\$0	(\$465)	(\$486)
6522 Medical Insurance	Full Time	\$3,635	\$3,896	\$3,896	\$4,360
Sub-Total		\$3,635	\$3,896	\$3,896	\$4,360
6531 Worker's Compensation	Full Time Overtime Proposed reclassification	\$3,064	\$3,127 \$165 \$0	\$3,225 \$165 \$0	\$3,407 \$165 \$16
Sub-Total		\$3,064	\$3,292	\$3,390	\$3,588
6541 Unemployment Insurance	Full Time Overtime Proposed reclassification	\$90	\$90 \$3 \$0	\$93 \$3 \$0	\$98 \$3 \$0
Sub-Total		\$90	\$93	\$96	\$101
6561 Allowances	Clothing Allowance Cell Allowance	\$198	\$280 \$96	\$350 \$96	\$439 \$0
Sub-Total		\$198	\$376	\$446	\$439
6565 OPEB	Full Time	\$786	\$867	\$867	\$887
Sub-Total		\$786	\$867	\$867	\$887
TOTAL PERSONNEL SERVICES		\$60,045	\$65,020	\$66,188	\$70,746
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 2019 - 2020

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)	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 Adopted Budget
7215 Dues & Memberships					
Sub-Total		\$0	\$0	\$0	\$0
7216 Publications & Subscriptions					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL DUES & SUBSCRIPTIONS		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
7331 Training & Conferences					
Sub-Total		\$0	\$0	\$0	\$0
7332 Mileage & Parking					
Sub-Total		\$0	\$0	\$0	\$0
7334 Meetings					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL TRAINING & MEETINGS		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
7431 Repair & Maint Equipment					
Sub-Total		\$0	\$0	\$0	\$0
7432 Repair & Maint Vehicles		\$3,256			
Sub-Total		\$3,256	\$0	\$0	\$0
7433 Repair & Maint Facility					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL REPAIR & MAINTENANCE		<u>\$3,256</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 2019 - 2020

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)	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 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	\$5,316	\$5,940	\$5,940	\$3,528
Sub-Total		\$5,316	\$5,940	\$5,940	\$3,528
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		Department: Department of Public Works			
LINE ITEM DETAIL EXPLANATIONS		Division: Internal Service Fund			
Budget for Fiscal Year 2019 - 2020		Cost Center: Fleet Replacement Fund		Internal Svc Replacement	
		Org Key #: 177101			
OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 Adopted Budget
8812	Transfers				
	Sub-Total	\$0	\$0	\$0	\$0
TOTAL SPECIAL DEPARTMENTAL		\$5,316	\$5,940	\$5,940	\$3,528
8911	Land				
	Sub-Total	\$0	\$0	\$0	\$0
7714	Furniture & Fixtures (under \$5,000)				
8914	(over \$5,000)	\$0	\$0	\$0	\$0
TOTAL CAPITAL OUTLAY - LAND & BUILDINGS		\$0	\$0	\$0	\$0
7716	Vehicles (under \$5,000)				
TOTAL CAPITAL OUTLAY - FURNITURE & FIXTURES		\$0	\$0	\$0	\$0
8916	Vehicles	\$641,176			
	#1 - Wtr Dept Flat bed/Knuckle Boom road plate Trk		\$75,000	\$75,000	\$75,000
	#1 Graffiti Removal Vehicle \$90K (no new purch. used newer existing IT v		\$90,000	\$90,000	
	#1 New Animal Control (AC) body & #2 Retrofit (AC)Truck bodies and #1 New Commercial Enforcement Truck		\$20,000	\$20,000	
	#1 Mid-Size Truck w/utility body for Building Maint. (replacement of fire damaged truck)		\$35,000	\$35,000	\$35,000
	#3 Mid-Size Dump truck for Street Dept. \$60k each		\$180,000	\$180,000	\$180,000
	#7 1/2 to 3/4 Ton Trucks for Water, Streets, & Com. Services (\$35K each)		\$175,000	\$175,000	\$245,000
	#1 All in one Asphalt Paving/Repair Truck \$100K (Water 50k/ FLT 50k) - Deferred		\$0	\$0	
	#1 Fleet Maint Truck w/utility body & welding equipment-Deferred		\$0	\$0	
	#1 Heavy Duty Construction Truck (\$120k fund from water)				\$0
	#1 Utility Truck Body (\$40k fund from water)				\$0
	Sub-Total	\$641,176	\$575,000	\$575,000	\$535,000
8917	Equipment	\$11,349			
	#1 Water tender trailer \$13k - Deferred		\$0	\$0	
	#1 Synthetic Turf Sweeper / groomer		\$10,000	\$10,000	\$12,000
	#1 Tree Trimming Chipper \$60K (funds are in Refuse budget)				
	Sub-Total	\$11,349	\$10,000	\$10,000	\$12,000
7719	Computer Equipment (under \$5,000)				
8919	Computer Equip				
7721	Improvements (under \$5,000)				
	Sub-Total	\$0	\$0	\$0	\$0
TOTAL CAPITAL OUTLAY - EQUIPMENT		\$652,525	\$585,000	\$585,000	\$547,000
8921	Improvements				
	City Yard Security Gate \$150K(\$60K Water/\$50K Sewer/Flt.\$40K) -Deferred		\$0	\$0	\$0
	Secondary back up CNG compressor with electrical upgrade. Estimated Project Cost: \$350K pending grant funding. (\$250K-F, \$60K-W, \$40K-S)				
	City Yard back up generator installation, electrical and permitting upgrade \$20k (FLT \$14k/ Water \$3k/ Sewer \$3k)		\$14,000	\$14,000	\$14,000
TOTAL CAPITAL OUTLAY - IMPROVEMENTS		\$0	\$14,000	\$14,000	\$14,000

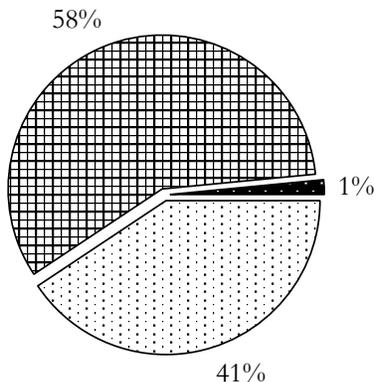
The City of La Habra
Budget for Fiscal Year 2019 - 2020

Department of Public Works
Internal Service Fund
Fleet Maintenance Fund
176101

	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 Adopted Budget
Personnel Services				
Salaries - Full Time	\$223,010	\$282,162	\$290,605	\$309,222
Salaries - Part Time	\$478	\$0	\$0	\$0
Salaries - Overtime	\$22,927	\$13,879	\$13,879	\$14,573
Benefits	\$108,221	\$138,173	\$136,832	\$162,689
Allowances	\$2,788	\$3,454	\$4,184	\$4,111
Total for Personnel Services	\$357,424	\$437,668	\$445,500	\$490,595
Operations & Maintenance				
Materials & Supplies	\$169,183	\$175,423	\$175,423	\$175,423
Dues & Subscriptions	\$435	\$750	\$750	\$750
Training & Meetings	\$700	\$7,500	\$7,500	\$7,500
Repair & Maintenance	\$12,278	\$16,276	\$16,276	\$16,312
Rent & Leases	\$0	\$0	\$0	\$0
Professional Services	\$197,308	\$132,626	\$132,626	\$132,626
Special Departmental	\$325,692	\$357,640	\$357,640	\$364,932
Total for Operations & Maintenance	\$705,596	\$690,215	\$690,215	\$697,543
Capital Outlay				
Land & Buildings	\$0	\$0	\$0	\$0
Furnishings & Fixtures	\$0	\$1,000	\$1,000	\$1,000
Equipment	\$24,995	\$17,500	\$17,500	\$17,500
Improvements	\$0	\$0	\$0	\$0
Total for Capital Outlay	\$24,995	\$18,500	\$18,500	\$18,500
TOTAL EXPENDITURES:	\$1,088,015	\$1,146,383	\$1,154,215	\$1,206,638

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 2019 - 2020

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)	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 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 Equipment Mechanic 95% / 5% - 177101 Proposed reclassification (M-80 to M-85) with new title to Equipment Mechanic II) - Internal Promotion Note: The remaining salary % in Fleet Replacement Fund 177101	\$223,010	\$282,157	\$290,600	\$306,481
			\$5	\$5	\$2,741
Sub-Total		\$223,010	\$282,162	\$290,605	\$309,222
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	\$22,927	\$13,879	\$13,879	\$14,573
Sub-Total		\$22,927	\$13,879	\$13,879	\$14,573
6131 Salaries Part Time		\$478			
Sub-Total		\$478	\$0	\$0	\$0
613@ Buybacks	6134 Buyback Vacation Leave 6135 Buyback Comp Time 6142 1-Time Salary Adjustment		\$3,892	\$3,892	\$3,888
Sub-Total		\$4,092	\$3,892	\$3,892	\$3,888
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 reclassification	\$3,587	\$4,091 \$201 \$0	\$4,214 \$201 \$0	\$4,446 \$211 \$40
Sub-Total		\$3,587	\$4,292	\$4,415	\$4,697
6511 Employer PERS	Full Time Proposed reclassification	\$41,418	\$59,251	\$59,939	\$73,933 \$219
Sub-Total		\$41,418	\$59,251	\$59,939	\$74,152
6512 Employee Paid PERS	Full Time	\$19			
Sub-Total		\$19	\$0	\$0	\$0

THE CITY OF LA HABRA LINE ITEM DETAIL EXPLANATIONS Budget for Fiscal Year 2019 - 2020		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)	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 Adopted Budget
6517 Cost Sharing PERS	Full Time			(\$2,906)	(\$3,092)
Sub-Total		\$0	\$0	(\$2,906)	(\$3,092)
6522 Medical Insurance	Full Time	\$32,875	\$37,978	\$37,978	\$47,313
Sub-Total		\$32,875	\$37,978	\$37,978	\$47,313
6531 Worker's Compensation	Full Time Overtime Proposed reclassification	\$20,210	\$23,636 \$1,523 \$1	\$24,372 \$1,523 \$1	\$26,012 \$1,599 \$301
Sub-Total		\$20,210	\$25,160	\$25,896	\$27,912
6541 Unemployment Insurance	Full Time Overtime Proposed reclassification	\$506	\$564 \$28 \$0	\$582 \$28 \$0	\$611 \$29 \$6
Sub-Total		\$506	\$592	\$610	\$646
6561 Allowances	Underground Storage Tank (UST) - Cert. Pay (Fuel Station) Clothing Allowance Cell Allowance	\$2,788	\$600 \$2,470 \$384	\$600 \$3,200 \$384	\$4,111 \$0
Sub-Total		\$2,788	\$3,454	\$4,184	\$4,111
6565 OPEB	Full Time	\$5,514	\$7,008	\$7,008	\$7,173
Sub-Total		\$5,514	\$7,008	\$7,008	\$7,173
TOTAL PERSONNEL SERVICES		\$357,424	\$437,668	\$445,500	\$490,595
7112 Facility Maint Supplies					
Sub-Total		\$0	\$0	\$0	\$0
7123 Safety Equip & Uniforms	Weekly Uniform Service, Shop rags, floor rugs, etc. PPE - Safety Glasses, Gloves, Rain Gear, Ear Protection, Respirators	\$3,093	\$2,423 \$1,000	\$2,423 \$1,000	\$2,423 \$1,000
Sub-Total		\$3,093	\$3,423	\$3,423	\$3,423
7163 Reproduction					
Sub-Total		\$0	\$0	\$0	\$0
7165 Postage		\$9			
Sub-Total		\$9	\$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 Paper & office supplies	\$166,081	\$172,000	\$172,000	\$172,000
Sub-Total		\$166,081	\$172,000	\$172,000	\$172,000
TOTAL MATERIALS & SUPPLIES		\$169,183	\$175,423	\$175,423	\$175,423

THE CITY OF LA HABRA
LINE ITEM DETAIL EXPLANATIONS
Budget for Fiscal Year 2019 - 2020

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)	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 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	\$435	\$400	\$400	\$400
Sub-Total		\$435	\$400	\$400	\$400
7216 Publications & Subscriptions	Barclays CCR Title 13 Updates		\$350	\$350	\$350
Sub-Total		\$0	\$350	\$350	\$350
TOTAL DUES & SUBSCRIPTIONS		\$435	\$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	\$700	\$7,500	\$7,500	\$7,500
Sub-Total		\$700	\$7,500	\$7,500	\$7,500
7332 Mileage & Parking					
Sub-Total		\$0	\$0	\$0	\$0
7334 Meetings					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL TRAINING & MEETINGS		\$700	\$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	\$758	\$2,500	\$2,500	\$2,500
Sub-Total		\$758	\$2,500	\$2,500	\$2,500
7432 Repair & Maint Vehicles	Fleet Division Vehicles	\$11,520	\$13,776	\$13,776	\$13,812
Sub-Total		\$11,520	\$13,776	\$13,776	\$13,812
7433 Repair & Maint Facility					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL REPAIR & MAINTENANCE		\$12,278	\$16,276	\$16,276	\$16,312
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 2019 - 2020

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)	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 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 (Vactor Truck)	\$197,308	\$132,626	\$132,626	\$132,626
Sub-Total		\$197,308	\$132,626	\$132,626	\$132,626
TOTAL PROFESSIONAL SERVICES		\$197,308	\$132,626	\$132,626	\$132,626
7631 Utilities Telephone		\$11,878			
Sub-Total		\$11,878	\$0	\$0	\$0
7632 Utilities	7632 Utilities-Electricity				
7633 Utilities	7633 Utilities-Water	\$1,212			
Sub-Total		\$1,212	\$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	\$55	\$1,000	\$1,000	\$1,000
Sub-Total		\$55	\$1,000	\$1,000	\$1,000
7809 Risk Mgmt Charge	Assessed costs	\$9,336	\$10,200	\$10,200	\$10,284
Sub-Total		\$9,336	\$10,200	\$10,200	\$10,284
7810 Information Services Charge	Assessed costs IT Overhead IT Direct Charge	\$6,108	\$5,041 \$1,307	\$5,041 \$1,307	\$3,267 \$1,341
Sub-Total		\$6,108	\$6,348	\$6,348	\$4,608
7811 Administrative Costs					
Sub-Total		\$0	\$0	\$0	\$0
7813 Advertising					
Sub-Total		\$0	\$0	\$0	\$0
7817 Awards & Recognition		\$95	\$300	\$300	\$300
Sub-Total		\$95	\$300	\$300	\$300
7819 Special Events					
Sub-Total		\$0	\$0	\$0	\$0

THE CITY OF LA HABRA
LINE ITEM DETAIL EXPLANATIONS
Budget for Fiscal Year 2019 - 2020

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)	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 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	\$280,203	\$325,000	\$325,000	\$335,000
Sub-Total		\$280,203	\$325,000	\$325,000	\$335,000
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.	\$4,476	\$4,236	\$4,236	\$1,740
7772 IT Equip Rplc	Assessed cost for replacement of IT equipment	\$1,116	\$156	\$156	\$0
Sub-Total		\$5,592	\$4,392	\$4,392	\$1,740
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,	\$11,213	\$10,400	\$10,400	\$12,000
Sub-Total		\$11,213	\$10,400	\$10,400	\$12,000
7911 Program Contingency					
Sub-Total		\$0	\$0	\$0	\$0

THE CITY OF LA HABRA LINE ITEM DETAIL EXPLANATIONS Budget for Fiscal Year 2019 - 2020		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)	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 Adopted Budget
8812 Transfers					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL SPECIAL DEPARTMENTAL		\$325,692	\$357,640	\$357,640	\$364,932
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)	Office Equipment		\$1,000	\$1,000	\$1,000
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) 8917 (over \$5,000)	Small specialty tools & equipment	\$4,446	\$2,500	\$2,500	\$2,500
Sub-Total		\$4,446	\$2,500	\$2,500	\$2,500
7719 Computer Equip (under \$5,000) 8919 (over \$5,000)	Diagnostic scanner (laptop) & annual updates / Vehicle tra Quest Maintenance software annual updates Gas Boy Fuel Management software & annual updates Snap on / Pro-Demand Repair & Estimate Annual Software updates	\$19,350 \$1,199	\$15,000	\$15,000	\$15,000
Sub-Total		\$20,549	\$15,000	\$15,000	\$15,000
TOTAL CAPITAL OUTLAY - EQUIPMENT		\$24,995	\$17,500	\$17,500	\$17,500
7721 Improvements (under \$5,000) 8921 Improvements (over \$5,000)					
TOTAL CAPITAL OUTLAY - IMPROVEMENTS		\$0	\$0	\$0	\$0

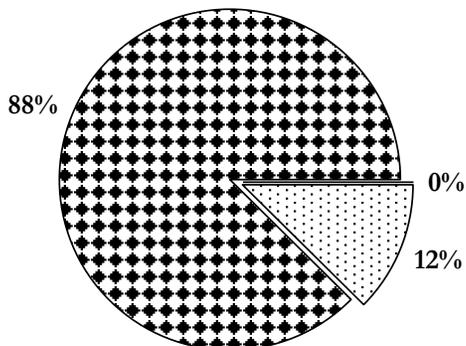
The City of La Habra
Budget for Fiscal Year 2019 - 2020

Human Resources Department
Internal Service Fund
Risk Management Fund
Summary

	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 Adopted Budget
Personnel Services				
Salaries - Full Time	\$205,143	\$215,940	\$224,558	\$244,189
Salaries - Part Time	\$0	\$0	\$0	\$0
Salaries - Overtime	\$14	\$3,000	\$3,000	\$2,000
Benefits	\$72,461	\$79,821	\$72,553	\$94,155
Allowances	\$284	\$0	\$0	\$0
Total for Personnel Services	\$277,902	\$298,761	\$300,111	\$340,344
Operations & Maintenance				
Materials & Supplies	\$258	\$2,350	\$2,350	\$2,350
Dues & Subscriptions	\$700	\$1,300	\$1,300	\$1,300
Training & Meetings	\$640	\$2,850	\$2,850	\$3,850
Repair & Maintenance	\$0	\$0	\$0	\$0
Rent & Leases	\$0	\$0	\$0	\$0
Professional Services	\$495,642	\$298,138	\$298,138	\$295,938
Special Departmental	\$1,784,000	\$2,037,370	\$2,037,370	\$2,097,167
Total for Operations & Maintenance	\$2,281,240	\$2,342,008	\$2,342,008	\$2,400,605
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:	\$2,559,142	\$2,640,769	\$2,642,119	\$2,740,949

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

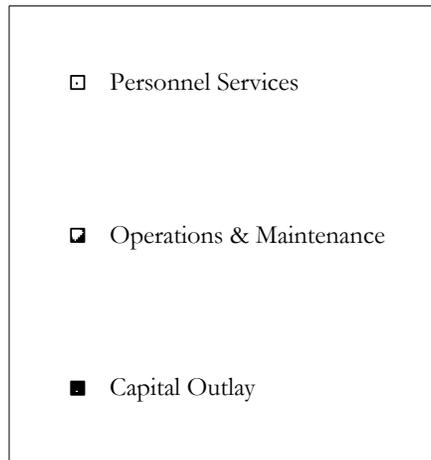
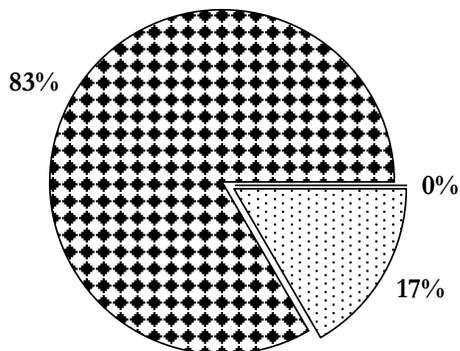
The City of La Habra
Budget for Fiscal Year 2019 - 2020

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

	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 Adopted Budget
Personnel Services				
Salaries - Full Time	\$112,104	\$117,924	\$122,584	\$131,561
Salaries - Part Time	\$0	\$0	\$0	\$0
Salaries - Overtime	\$7	\$1,500	\$1,500	\$1,000
Benefits	\$39,968	\$44,725	\$40,062	\$49,476
Allowances	\$148	\$0	\$0	\$0
Total for Personnel Services	\$152,227	\$164,149	\$164,146	\$182,037
Operations & Maintenance				
Materials & Supplies	\$104	\$450	\$450	\$450
Dues & Subscriptions	\$550	\$1,000	\$1,000	\$1,000
Training & Meetings	\$670	\$1,250	\$1,250	\$2,750
Repair & Maintenance	\$0	\$0	\$0	\$0
Rent & Leases	\$0	\$0	\$0	\$0
Professional Services	\$76,561	\$77,938	\$77,938	\$77,938
Special Departmental	\$653,769	\$795,616	\$795,616	\$831,003
Total for Operations & Maintenance	\$731,654	\$876,254	\$876,254	\$913,141
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:	\$883,881	\$1,040,403	\$1,040,400	\$1,095,178

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 2019 - 2020

Department: Human Resources Department
Division: Risk Management
Cost Center: Industrial Injury (Workers Cc Internal Svc
Org Key #: 164151 Risk Mgmt

OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 Adopted Budget
6517 Cost Sharing PERS	Full Time			(\$1,226)	(\$1,316)
Sub-Total		\$0	\$0	(\$1,226)	(\$1,316)
6522 Medical Insurance	Full Time	\$14,039	\$17,803	\$14,078	\$17,103
6565 OPEB	Other Post-Employment Benefits (OPEB)	\$2,098	\$2,127	\$2,127	\$2,177
Sub-Total		\$16,137	\$19,930	\$16,205	\$19,280
6531 Worker's Compensation	Full Time Part Time	\$1,079	\$1,350	\$1,403	\$688
Sub-Total		\$1,079	\$1,350	\$1,403	\$688
6541 Unemployment Insurance	Full Time Part Time	\$228	\$235	\$245	\$265
Sub-Total		\$228	\$235	\$245	\$265
6561 Allowances	Auto Allowance	\$148			
Sub-Total		\$148	\$0	\$0	\$0
7111 Office Supplies		USE 7199	USE 7199	USE 7199	USE 7199
Sub-Total		\$0	\$0	\$0	\$0
TOTAL PERSONNEL SERVICES		\$152,227	\$164,149	\$164,146	\$182,037
7112 Facility Maint Supplies					
Sub-Total		\$0	\$0	\$0	\$0
7123 Safety Equip & Uniforms					
Sub-Total			\$0	\$0	\$0
7163 Reproduction					
Sub-Total		\$0	\$0	\$0	\$0
7165 Postage		\$4	\$100	\$100	\$100
Sub-Total		\$4	\$100	\$100	\$100
7199 Other Materials & Supplies	General Office Supplies	\$100	\$350	\$350	\$350
Sub-Total		\$100	\$350	\$350	\$350
TOTAL MATERIALS & SUPPLIES		\$104	\$450	\$450	\$450

THE CITY OF LA HABRA
LINE ITEM DETAIL EXPLANATIONS
Budget for Fiscal Year 2019 - 2020

Department: Human Resources Department
Division: Risk Management
Cost Center: Industrial Injury (Workers Cc Internal Svc
Org Key #: 164151 Risk Mgmt

OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 Adopted Budget
7215 Dues & Memberships	Workers' Compensation Fees CALPELRA Membership (\$270) COSIPA Membership (\$100) RIMS (\$600)	\$550	\$1,000	\$1,000	\$1,000
Sub-Total		\$550	\$1,000	\$1,000	\$1,000
7216 Publications & Subscriptions					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL DUES & SUBSCRIPTIONS		<u>\$550</u>	<u>\$1,000</u>	<u>\$1,000</u>	<u>\$1,000</u>
7331 Training & Conferences	PARMA, COSIPA &/or League of California Cities Conference RIMS LCW	\$670	\$1,250	\$1,250	\$1,250 \$1,500
Sub-Total		\$670	\$1,250	\$1,250	\$2,750
7332 Mileage & Parking					
Sub-Total		\$0	\$0	\$0	\$0
7334 Meetings					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL TRAINING & MEETINGS		<u>\$670</u>	<u>\$1,250</u>	<u>\$1,250</u>	<u>\$2,750</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 2019 - 2020

Department: Human Resources Department
Division: Risk Management
Cost Center: Industrial Injury (Workers Cc Internal Svc
Org Key #: 164151 Risk Mgmt

OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 Adopted Budget
7739 Professional Services	AdminSure - Workers' Comp Third Party Admin Injury Illness Prevention Program/Safety Bi-Annual Actuarial Report-Workers' Compensation	\$76,561	\$73,202 \$4,736 \$0	\$73,202 \$4,736 \$0	\$73,202 \$4,736 \$0
Sub-Total		\$76,561	\$77,938	\$77,938	\$77,938
TOTAL PROFESSIONAL SERVICES		\$76,561	\$77,938	\$77,938	\$77,938
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	\$2,340	\$1,018 \$1,526	\$1,018 \$1,526	\$762 \$1,806
Sub-Total		\$2,340	\$2,544	\$2,544	\$2,568
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 2019 - 2020

Department: Human Resources Department
Division: Risk Management
Cost Center: Industrial Injury (Workers Cc Internal Svc
Org Key #: 164151 Risk Mgmt

OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 Adopted Budget
7858 Industrial Injury W/C Reserve		(\$87,810)			
Sub-Total		(\$87,810)	\$0	\$0	\$0
7859 Legal Industrial Injury	Legal Fees	\$149,862	\$75,000	\$75,000	\$100,000
Sub-Total		\$149,862	\$75,000	\$75,000	\$100,000
7861 Damage Claims (Risk Mgmt)					
Sub-Total		\$0	\$0	\$0	\$0
7862 Medical Claims (Risk Mgmt)	Medical Expenses	\$290,828	\$375,000	\$375,000	\$375,000
Sub-Total		\$290,828	\$375,000	\$375,000	\$375,000
7863 Temporary Disability (Risk Mgmt)	Temporary Disability (not inc. 4850)	\$43,315	\$30,000	\$30,000	\$30,000
Sub-Total		\$43,315	\$30,000	\$30,000	\$30,000
7864 Permanent Disability (Risk Mgmt)		\$121,218	\$100,000	\$100,000	\$100,000
Sub-Total		\$121,218	\$100,000	\$100,000	\$100,000
7865 Rehabilitation	Ergonomic Assessments/ Equipments	\$18,187	\$15,000	\$15,000	\$15,000
7866 Other Claims		\$250	\$30,000	\$30,000	\$30,000
Sub-Total		\$18,437	\$55,000	\$55,000	\$55,000
7867 Insurance Liability	Excess Workers' Compensation Insurance CA Dept. Office of Self Insurance Plans	\$115,363	\$158,072	\$158,072	\$138,435 \$30,000
Sub-Total		\$115,363	\$158,072	\$158,072	\$168,435
7771 Vehicle Rplc					
7772 IT Equip Rplc	Assessed cost for replacement of IT equipment	\$216	\$0	\$0	
Sub-Total		\$216	\$0	\$0	\$0
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 2019 - 2020		Department: Human Resources Department Division: Risk Management Cost Center: Industrial Injury (Workers Cc Internal Svc Org Key #: 164151 Risk Mgmt			
OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 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		\$653,769	\$795,616	\$795,616	\$831,003
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

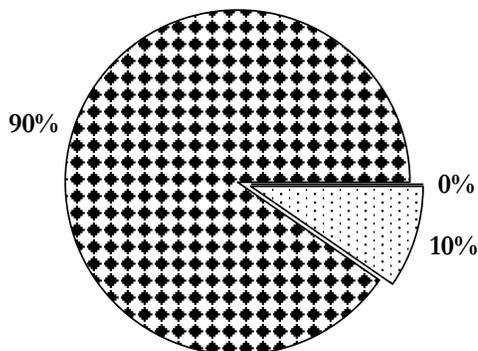
The City of La Habra
Budget for Fiscal Year 2019 - 2020

Human Resources Department
Risk Management
Liability Insurance
164211

	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 Adopted Budget
Personnel Services				
Salaries - Full Time	\$93,039	\$98,016	\$101,974	\$112,628
Salaries - Part Time	\$0	\$0	\$0	\$0
Salaries - Overtime	\$7	\$1,500	\$1,500	\$1,000
Benefits	\$32,493	\$35,096	\$32,491	\$44,679
Allowances	\$136	\$0	\$0	\$0
Total for Personnel Services	\$125,675	\$134,612	\$135,965	\$158,307
Operations & Maintenance				
Materials & Supplies	\$154	\$1,900	\$1,900	\$1,900
Dues & Subscriptions	\$150	\$300	\$300	\$300
Training & Meetings	(\$30)	\$1,600	\$1,600	\$1,100
Repair & Maintenance	\$0	\$0	\$0	\$0
Rent & Leases	\$0	\$0	\$0	\$0
Professional Services	\$419,081	\$220,200	\$220,200	\$218,000
Special Departmental	\$1,130,231	\$1,241,754	\$1,241,754	\$1,266,164
Total for Operations & Maintenance	\$1,549,586	\$1,465,754	\$1,465,754	\$1,487,464
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:	\$1,675,261	\$1,600,366	\$1,601,719	\$1,645,771

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 2019 - 2020

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)	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 Adopted Budget
6517 Cost Sharing PERS	Full Time			(\$1,020)	(\$1,126)
Sub-Total		\$0	\$0	(\$1,020)	(\$1,126)
6522 Medical Insurance	Full Time	\$10,981	\$12,741	\$10,898	\$14,994
6565 OPEB	Other Post-Employment Benefits (OPEB)	\$1,710	\$1,734	\$1,734	\$1,773
Sub-Total		\$12,691	\$14,475	\$12,632	\$16,767
6531 Worker's Compensation	Full Time Part Time	\$978	\$1,247	\$1,296	\$589
Sub-Total		\$978	\$1,247	\$1,296	\$589
6541 Unemployment Insurance	Full Time Part Time	\$190	\$197	\$204	\$226
Sub-Total		\$190	\$197	\$204	\$226
6561 Allowances	Auto Allowance	\$136			
Sub-Total		\$136	\$0	\$0	\$0
7111 Office Supplies		USE 7199	USE 7199	USE 7199	USE 7199
Sub-Total		\$0	\$0	\$0	\$0
TOTAL PERSONNEL SERVICES		\$125,675	\$134,612	\$135,965	\$158,307
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				
Sub-Total		\$0	\$0	\$0	\$0
7165 Postage		\$54	\$300	\$300	\$300
Sub-Total		\$54	\$300	\$300	\$300
7199 Other Materials & Supplies	General Office Supplies	\$100	\$1,600	\$1,600	\$1,600
Sub-Total		\$100	\$1,600	\$1,600	\$1,600
TOTAL MATERIALS & SUPPLIES		\$154	\$1,900	\$1,900	\$1,900

THE CITY OF LA HABRA
LINE ITEM DETAIL EXPLANATIONS
Budget for Fiscal Year 2019 - 2020

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)	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 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 RIMS	(\$30)	\$1,500	\$1,500	\$1,000
Sub-Total		(\$30)	\$1,500	\$1,500	\$1,000
7332 Mileage & Parking			\$100	\$100	\$100
Sub-Total		\$0	\$100	\$100	\$100
7334 Meetings					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL TRAINING & MEETINGS		<u>(\$30)</u>	<u>\$1,600</u>	<u>\$1,600</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 2019 - 2020

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)	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 Adopted Budget
7739 Professional Services	George Hills (new) Legal Fees Bi-Annual Actuarial Report-Liability	\$419,081	\$50,200 \$170,000 \$0	\$50,200 \$170,000 \$0	\$48,000 \$170,000
Sub-Total		\$419,081	\$220,200	\$220,200	\$218,000
TOTAL PROFESSIONAL SERVICES		\$419,081	\$220,200	\$220,200	\$218,000
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	\$2,340	\$1,018 \$1,526	\$1,018 \$1,526	\$762 \$1,806
Sub-Total		\$2,340	\$2,544	\$2,544	\$2,568
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 2019 - 2020

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)	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 Adopted Budget
7857	Liability Insurance Reserve	\$208,787			
7858	Industrial Injury W/C Reserve				
Sub-Total		\$208,787	\$0	\$0	\$0
7859 Legal Industrial Injury					
Sub-Total		\$0	\$0	\$0	\$0
7861 Damage Claims (Risk Mgmt)	Losses	\$43,657	\$125,000	\$125,000	\$125,000
Sub-Total		\$43,657	\$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 - Cyber - \$14,500 Earthquake = \$305,193; Property = \$102,885 Mobile Equip/Employee Bond/Pollution = \$59,531	\$875,231	\$547,373 \$503,084 \$63,753	\$547,373 \$503,084 \$63,753	\$670,987 \$408,078 \$59,531
Sub-Total		\$875,231	\$1,114,210	\$1,114,210	\$1,138,596
7771 Vehicle Rplc 7772 IT Equip Rplc					
Sub-Total		\$216	\$0	\$0	\$0
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 2019 - 2020		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)	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 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		\$1,130,231	\$1,241,754	\$1,241,754	\$1,266,164
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

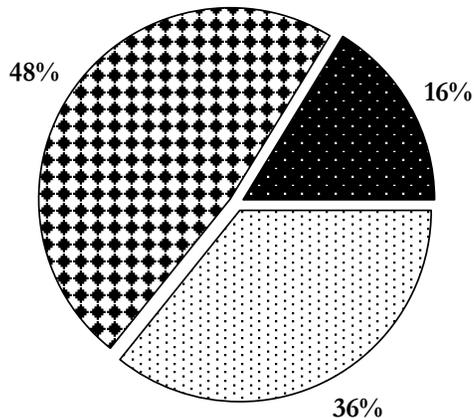
The City of La Habra
Budget for Fiscal Year 2019 - 2020

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

	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 Adopted Budget
Personnel Services				
Salaries - Full Time	\$532,192	\$536,592	\$591,960	\$508,871
Salaries - Part Time	\$0	\$0	\$0	\$0
Salaries - Overtime	\$2,490	\$2,000	\$2,000	\$2,000
Benefits	\$192,903	\$192,846	\$188,790	\$177,226
Allowances	\$4,075	\$4,020	\$4,020	\$3,780
Total for Personnel Services	\$731,660	\$735,458	\$786,770	\$691,877
Operations & Maintenance				
Materials & Supplies	\$8,183	\$8,200	\$8,200	\$8,200
Dues & Subscriptions	\$1,628	\$2,460	\$2,460	\$2,560
Training & Meetings	\$5,530	\$10,100	\$10,100	\$10,200
Repair & Maintenance	\$384,690	\$394,660	\$394,660	\$325,660
Rent & Leases	\$85,071	\$84,000	\$84,000	\$98,500
Professional Services	\$431,150	\$69,750	\$69,750	\$161,750
Special Departmental	\$271,124	\$322,028	\$322,028	\$320,600
Total for Operations & Maintenance	\$1,187,376	\$891,198	\$891,198	\$927,470
Capital Outlay				
Land & Buildings	\$0	\$0	\$0	\$0
Furnishings & Fixtures	\$4,554	\$0	\$0	\$0
Equipment	\$77,014	\$165,000	\$165,000	\$315,000
Improvements	\$0	\$0	\$0	\$0
Total for Capital Outlay	\$81,568	\$165,000	\$165,000	\$315,000
TOTAL EXPENDITURES:	\$2,000,604	\$1,791,656	\$1,842,968	\$1,934,347

Personnel Summary - Full Time Equivalent (FTE's)

Regular	5.25	5.25	5.25	4.25
Part Time / Temporary	0.00	0.00	0.00	0.00
Total	5.25	5.25	5.25	4.25



- Personnel Services
- Operations & Maintenance
- Capital Outlay

THE CITY OF LA HABRA
LINE ITEM DETAIL EXPLANATIONS
Budget for Fiscal Year 2019 - 2020

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)	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 Adopted Budget
6517 Cost Sharing PERS	Full Time			(\$5,620)	(\$5,089)
Sub-Total		\$0	\$0	(\$5,620)	(\$5,089)
6522 Medical Insurance	Full Time	\$80,820	\$80,561	\$80,561	\$70,055
Sub-Total		\$80,820	\$80,561	\$80,561	\$70,055
6531 Worker's Compensation	Full Time/ Proposed reclassifications	\$2,857	\$2,802	\$2,932	\$2,658
Sub-Total		\$2,857	\$2,802	\$2,932	\$2,658
6541 Unemployment Insurance	Full Time/ Proposed reclassifications	\$1,095	\$1,073	\$1,124	\$1,016
Sub-Total		\$1,095	\$1,073	\$1,124	\$1,016
6561 Allowances	Auto Allowance Cell Phone Stipend	\$4,075	\$3,300 \$720	\$3,300 \$720	\$3,300 \$480
Sub-Total		\$4,075	\$4,020	\$4,020	\$3,780
6565 OPEB	Full Time	\$8,269	\$8,269	\$8,269	\$6,851
Sub-Total		\$8,269	\$8,269	\$8,269	\$6,851
TOTAL PERSONNEL SERVICES		\$731,660	\$735,458	\$786,770	\$691,877
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)		\$100	\$100	\$100
Sub-Total		\$0	\$100	\$100	\$100
7165 Postage		\$90	\$100	\$100	\$100
Sub-Total		\$90	\$100	\$100	\$100
7199 Other Materials & Supplies	Regular consumable items (i.e. Office supply, roller kits, etc.)	\$8,093	\$8,000	\$8,000	\$8,000
Sub-Total		\$8,093	\$8,000	\$8,000	\$8,000
TOTAL MATERIALS & SUPPLIES		\$8,183	\$8,200	\$8,200	\$8,200

THE CITY OF LA HABRA
LINE ITEM DETAIL EXPLANATIONS
Budget for Fiscal Year 2019 - 2020

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)	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 Adopted Budget
7739 Professional Services	PD-ILJAOJ JPA Fee; Payroll Programming; GIS Professional Support; Council Mtgs Recording; Email Filter Sys; Network Cabling; Offsite Data Storage; Misc. Contracts; OpenGov Web Application (moved from CM Non-Dept budget)	\$431,150	\$66,000 \$3,750	\$66,000 \$3,750	\$158,000 \$3,750
Sub-Total		\$431,150	\$69,750	\$69,750	\$161,750
TOTAL PROFESSIONAL SERVICES		\$431,150	\$69,750	\$69,750	\$161,750
7631 Utilities Telephone	City local, long distance phone, cellular, circuits pagers service charges, Fiber ISP srvs, PD-video srvs, data circuits, MDT data lines, etc.	\$232,618	\$280,000	\$280,000	\$280,000
Sub-Total		\$232,618	\$280,000	\$280,000	\$280,000
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	\$19,716	\$21,252	\$21,252	\$22,656
Sub-Total		\$19,716	\$21,252	\$21,252	\$22,656
7810 Information Services Charge	Assessed costs IT Overhead IT Direct Charge	\$7,236	\$2,349 \$4,791	\$2,349 \$4,791	\$2,349 \$4,791
Sub-Total		\$7,236	\$7,140	\$7,140	\$7,140
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 2019 - 2020

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)	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 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 Vehicle Rplc	Assessed cost for replacement of city vehicles.	\$2,832	\$2,832	\$2,832	\$0
7772 IT Equip Rplc	Assessed cost for replacement of IT equipment	\$840	\$804	\$804	\$804
Sub-Total		\$3,672	\$3,636	\$3,636	\$804
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		\$7,882	\$10,000	\$10,000	\$10,000
Sub-Total		\$7,882	\$10,000	\$10,000	\$10,000

THE CITY OF LA HABRA
LINE ITEM DETAIL EXPLANATIONS
Budget for Fiscal Year 2019 - 2020

Department: Department of Finance/ Administrative Ser
Division: Internal Service Fund
Cost Center: Information Technology Fun Internal Svc
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OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 Adopted Budget
8812 Transfers					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL SPECIAL DEPARTMENTAL		\$271,124	\$322,028	\$322,028	\$320,600
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)		\$4,336			
8914 Furniture & Fixtures (over \$5,000)		\$218			
TOTAL CAPITAL OUTLAY - FURNITURE & FIXTURES		\$4,554	\$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)	Upgrade the Entire Police Station Network Cable Drops Community Center AV System Upgrade		\$100,000	\$100,000	\$100,000
Sub-Total		\$0	\$100,000	\$100,000	\$200,000
7719 Computer Equip (under \$5,000)	PD Cisco Equipment for OCSD Connection	\$14,911	\$5,000	\$5,000	\$0
8919 Computer Equip (over \$5,000)	Comm Ctr New Registration and Facility Reservation Software (Estimate \$60k over 2 years)	\$62,103	\$60,000	\$60,000	\$0
	Two WebFilter Replacement (1-Citywide, 1 Wifi)				\$25,000
	Security Information and Event Management (SIEM) system				\$75,000
	Offsite Cloud Data Storage				\$15,000
Sub-Total		\$77,014	\$65,000	\$65,000	\$115,000
TOTAL CAPITAL OUTLAY - EQUIPMENT		\$77,014	\$165,000	\$165,000	\$315,000
7721 Improvements (under \$5,000)					
8921 Improvements (over \$5,000)					
TOTAL CAPITAL OUTLAY - IMPROVEMENTS		\$0	\$0	\$0	\$0

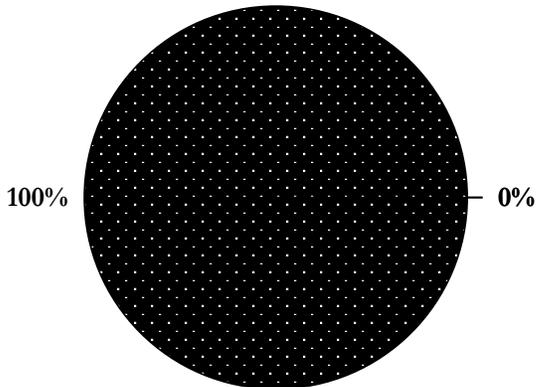
The City of La Habra
Budget for Fiscal Year 2019 - 2020

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

	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 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	\$345	\$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	\$345	\$0	\$0	\$0
Capital Outlay				
Land & Buildings	\$0	\$0	\$0	\$0
Furnishings & Fixtures	\$0	\$0	\$0	\$0
Equipment	\$120,081	\$422,000	\$422,000	\$462,000
Improvements	\$0	\$0	\$0	\$0
Total for Capital Outlay	\$120,081	\$422,000	\$422,000	\$462,000
TOTAL EXPENDITURES:	\$120,426	\$422,000	\$422,000	\$462,000

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 2019 - 2020

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

OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 Adopted Budget
7215 Dues & Memberships					
Sub-Total		\$0	\$0	\$0	\$0
7216 Publications & Subscriptions					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL DUES & SUBSCRIPTIONS		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
7331 Training & Conferences					
Sub-Total		\$0	\$0	\$0	\$0
7332 Mileage & Parking					
Sub-Total		\$0	\$0	\$0	\$0
7334 Meetings					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL TRAINING & MEETINGS		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
7431 Repair & Maint Equipment		\$345			
Sub-Total		\$345	\$0	\$0	\$0
7432 Repair & Maint Vehicles					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL REPAIR & MAINTENANCE		<u>\$345</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
7531 Rent & Leases Equipment					
Sub-Total		\$0	\$0	\$0	\$0
7532 Rent & Leases	Rent & Leases - Bldg/ Facilities				
7533 Rent & Leases	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 2019 - 2020

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

OBJECT NUMBER & NAME	DESCRIPTION (PROVIDE SIGNIFICANT DETAIL TO JUSTIFY EXPENDITURE)	2017-2018 Actuals Expended	2018-2019 Adopted Budget	2018-2019 Amended Budget	2019-2020 Adopted Budget
8812 Transfers					
Sub-Total		\$0	\$0	\$0	\$0
TOTAL SPECIAL DEPARTMENTAL		\$0	\$0	\$0	\$0
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 (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 Three laptop replacements (CDPG, HR, IT)	\$35,311	\$4,000	\$4,000	\$0 \$4,000
8919 Computer Equip (over \$5,000)	PD/CS Kiosks; Firewall replacement; annual PC refresh Network Core Switch Upgrade - Phase II Qty. 9 POE Switches to replace scheduled remote site switches Qty. 40 - PD/Mobile Data Computer Replacement Qty. 1 SANS to replace scheduled replication server (HP DL380G8 and P4535) Upgrade existing SANS servers storage (Qty. 16 SSD drives)	\$84,770	\$218,000 \$200,000	\$218,000 \$200,000	\$100,000 \$18,000 \$200,000 \$100,000 \$40,000
Sub-Total		\$120,081	\$422,000	\$422,000	\$462,000
TOTAL CAPITAL OUTLAY - EQUIPMENT		\$120,081	\$422,000	\$422,000	\$462,000
7721 Improvements (under \$5,000)					
8921 Improvements (over \$5,000)					
TOTAL CAPITAL OUTLAY - IMPROVEMENTS		\$0	\$0	\$0	\$0