



City of Bell Gardens Adopted Budget

Fiscal Year July 1, 2014 to June 30, 2015



7100 S. Garfield Ave, Bell Gardens, CA 90201 (562) 806-7700



**The City of
BELL GARDENS
and
Bell Gardens Successor
Agency to the Community
Development Commission**

Adopted Annual Budget
Fiscal Year
July 1, 2014 through June 30, 2015

City of Bell Gardens



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City of Bell Gardens

City Officials

City Council

Daniel Crespo	Mayor
Priscilla Flores	Mayor Pro Tem
Pedro Aceituno	Councilmember
Jose J. Mendoza	Councilmember
Jennifer Rodriguez	Councilmember

Administration and Department Heads

Philip Wagner
City Manager

John E. Oropeza
Assistant City Manager

Robert Barnes
Chief of Police

Will Kaholokula
Director of Finance & Administrative Services

Abel Avalos
Director of Community Development

Chris Dastè
Director of Recreation & Community Services

Chau Vu
Director of Public Works

Rosalia A. Conde
City Clerk

Arnold M. Alvarez-Glasman
City Attorney

Sid Mousavi
City Engineer

City of Bell Gardens

Successor Agency to the Community Development Commission

Agency Members

Daniel Crespo
Chairperson

Priscilla Flores
Vice Chairperson

Pedro Aceituno
Member

Jose J. Mendoza
Member

Jennifer Rodriguez
Member

Administration

Philip Wagner
John E. Oropeza
Rosalia A. Conde

Executive Director
Assistant Executive Director
Secretary

City of Bell Gardens

Commissions and Commissioners

Education Commission

Alberto Bernal
Martha Cabral
Francine Gardea
Mayra Tirado

Planning Commission

Gloria Arevalo
Armando Arriola
William R. Hoyt
Tony Rivera

Recreation, Cultural & Youth Commission

Jocelyn Beltran
Jorgel Chavez
Maria D. Garcia
Carolla Rodriguez
Rudy Samayoa

Senior Citizen Commission

Bartolome Carrillo
Clifford Dunbar
Maria I. Gavilanes
Ruby Radilla

Traffic and Safety Commission

Nancy Amaya
Rosa Golvan
Jayson Gavilanes
Sally Hoyt
Elia Lopez

City of Bell Gardens

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City of Bell Gardens

BUDGET GUIDE

How To Use This Document

The budget document serves two distinct purposes. First, to present the City Council and the public with a clear picture of the services that the City provides. Second, to provide city management and staff with a financial and operating plan that conforms to the City's accounting system.

The **BUDGET GUIDE** explains how to use this document.

The **COMMUNITY PROFILE** section, provides historical data and information about the City.

The **FISCAL SUMMARY** shows the financial status of the City of Bell Gardens in summary form.

The **REVENUE** section includes a listing of the individual revenue accounts and a summary of revenue by fund.

The **NARRATIVE AND BUDGET SUMMARIES** detail the services and goals, budget trends, and staffing for each program.

The **CAPITAL IMPROVEMENT PROGRAM** lists the 2014-15 portion of the long-range Capital Improvement Plan.

The **GLOSSARY** defines budget jargon using plain English.

To find any of this information, please refer to the **TABLE OF CONTENTS**.

For a copy of the budget document, or for any information not covered here, please call Bell Gardens Finance Department at (562) 806-7700.

City of Bell Gardens



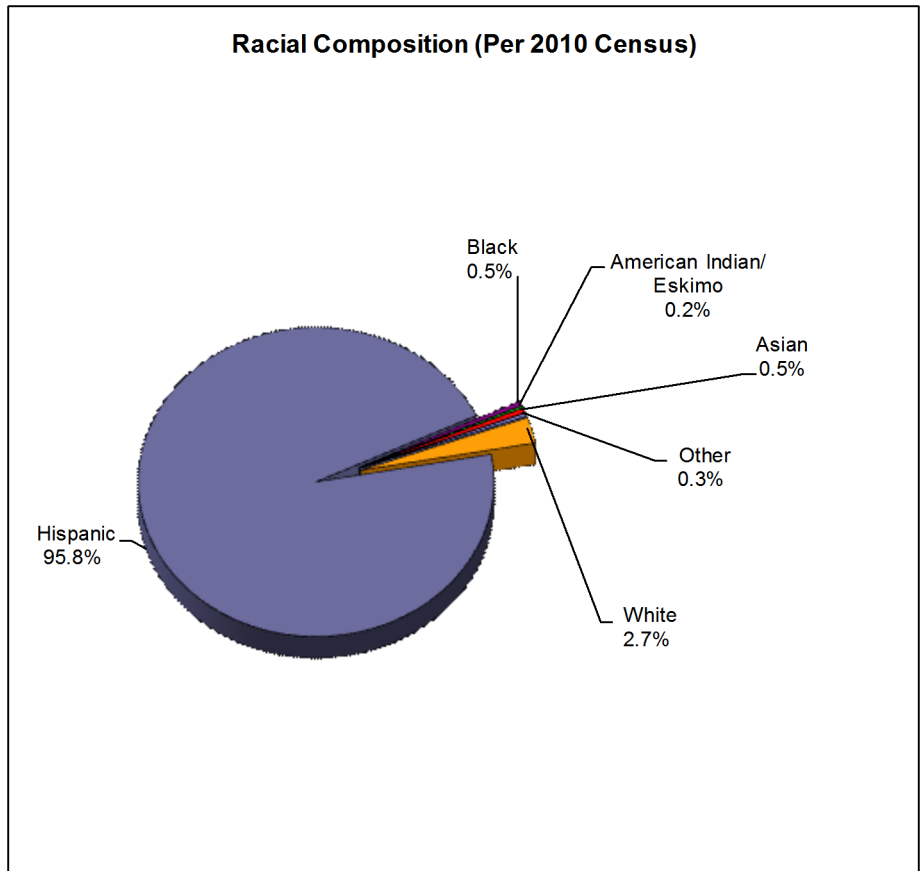
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City of Bell Gardens

COMMUNITY PROFILE

Demographics

Area: 2.4 square miles
Date of Incorporation: August 1, 1961
Population: 42,072
Median Age: 27.3 years
Above Sea Level: 113' (feet)

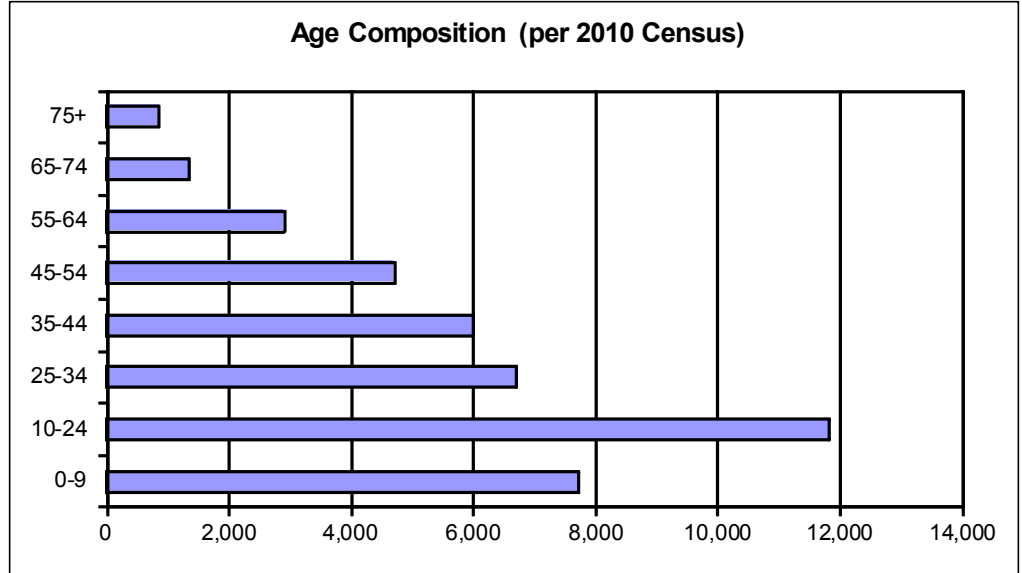


Racial Composition

Hispanic	95.8%
White	2.7%
Black	0.5%
American Indian/Eskimo	0.2%
Asian	0.5%
Other	0.3%

City of Bell Gardens

COMMUNITY PROFILE



Age Composition

0-9	7,731
10-24	11,811
25-34	6,687
35-44	6,005
45-54	4,717
55-64	2,920
65-74	1,355
75+	846

Households/Income

Number of Households:	9,655
Median Family Income:	\$36,372
Median Housing Value:	\$175,000
Median Year Built:	1960
Median Gross Rent:	\$665

Schools

Elementary:	6
Intermediate:	2
High School:	1
Adult:	2

City of Bell Gardens

COMMUNITY PROFILE

Demographics, continued

Land Use

Residential	45.5%
Commercial/Office	9.1%
Industrial	8.7%
Public/Quasi-Public	6.6%
Parks/Open Space/Vacant	11.8%
Streets	18.3%

Labor Force

Employed by:

Private	13,498
Public	839
Self	711

Top 5 Labor Force Categories

Machine Operators/Assemblers	3,765
Production, Craft & Repair	2,241
Service	2,005
Administrative/Clerical	1,857
Laborers	1,347
Transportation/material moving	1,188

Governing Body:

Five City Council members elected to overlapping four-year terms. The City Council selects the Mayor from its membership.

Administration:

City Manager appointed by City Council (simple majority vote required to hire and dismiss.)

Contract Services:

Water, Gas and Electric, Landscaping, Tree trimming, Trash, Cable Television, Animal Control, Building and Safety, Engineering, Street Sweeping, Information Technology and City Attorney.

County Services:

Storm Drain, Library, Solid Waste Disposal, Fire and Health Services.

Location:

Southern California, in the southeastern portion of Los Angeles County, southeast of the City of Los Angeles.

City of Bell Gardens

COMMUNITY PROFILE

Demographics, continued

Registered Voters: 11,697

**Number of Votes Cast
In Last Election:** 2,499

Number of Parks: 7

**Number of Miles
of Streets:** 37.0 miles

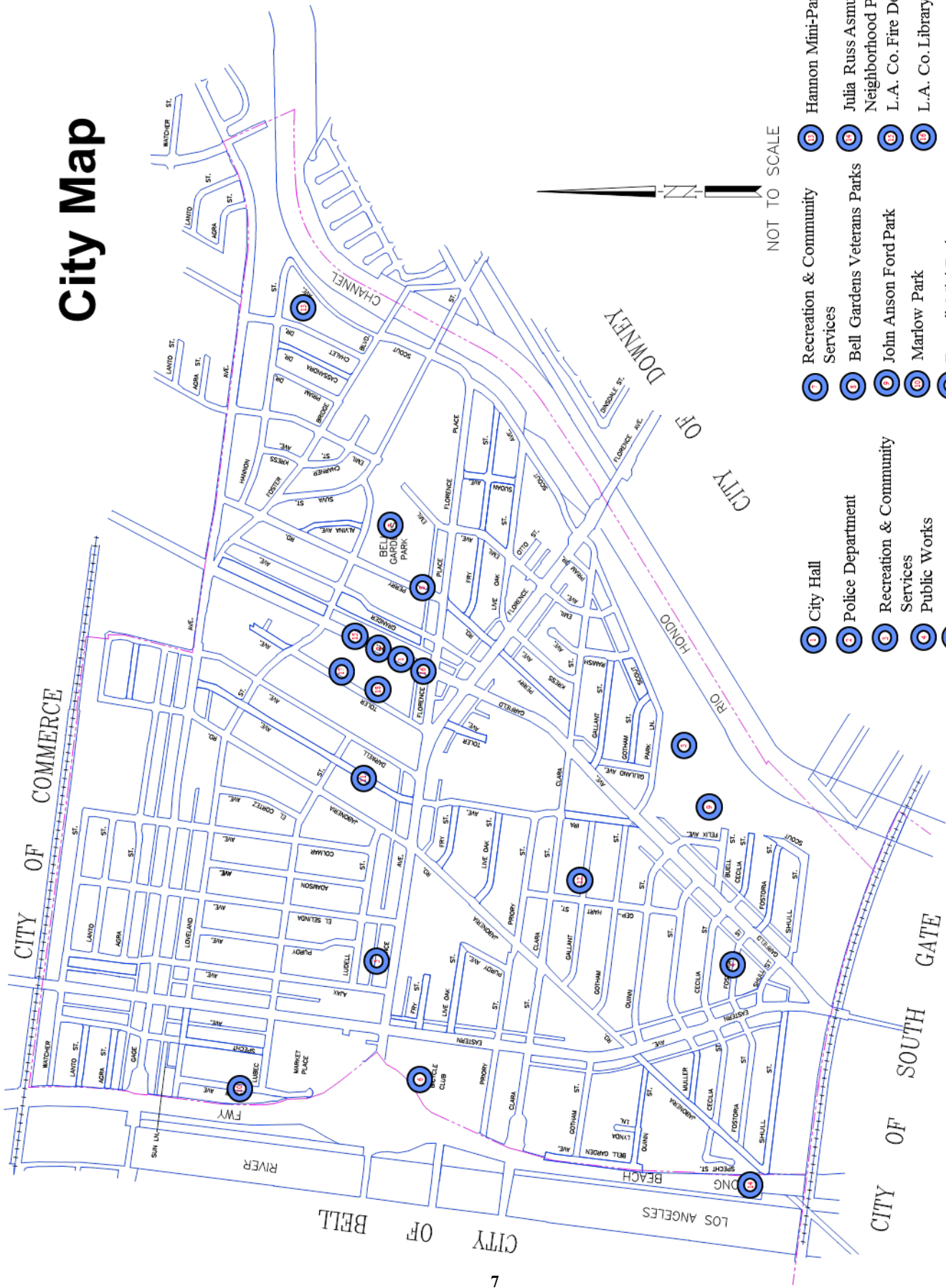
Flood Zone Information:

The City of Bell Gardens is located in Zone X (areas of minimal flooding). Panel Number: 060656. Revised Date: September 26, 2008.

City Organization

The City of Bell Gardens was incorporated on August 1, 1961 as a general law City and uses the Council/Manager form of government. Five City Council representatives are elected to overlapping four-year terms of office by a popular majority vote of Bell Gardens residents. The Mayor and Mayor Pro-Tem are selected from among the City Council members. The City Manager serves at the pleasure of the City Council to administer the City's affairs and to carry out policies established by the City Council. The City Council also acts as the governing body for the Successor Agency to the Community Development Commission, a non-profit organization of the City. The City organizational chart, located in the Budget Summary section of this document, provides an overview of the City's organization and the relationships between the City Council and City Departments.

City Map



- 1 City Hall
- 2 Police Department
- 3 Recreation & Community Services
- 4 Public Works
- 5 Neighborhood Youth Center
- 6 Bicycle Club/Casino
- 7 Recreation & Community Services
- 8 Bell Gardens Veterans Parks
- 9 John Anson Ford Park
- 10 Marlow Park
- 11 Darwell Mini-Park
- 12 Gallant Mini-Park
- 13 Hannon Mini-Park
- 14 Julia Russ Asmus Neighborhood Park
- 15 L.A. Co. Fire Department
- 16 L.A. Co. Library
- 17 CA Dept of Motor Vehicles
- 18 US Post Office

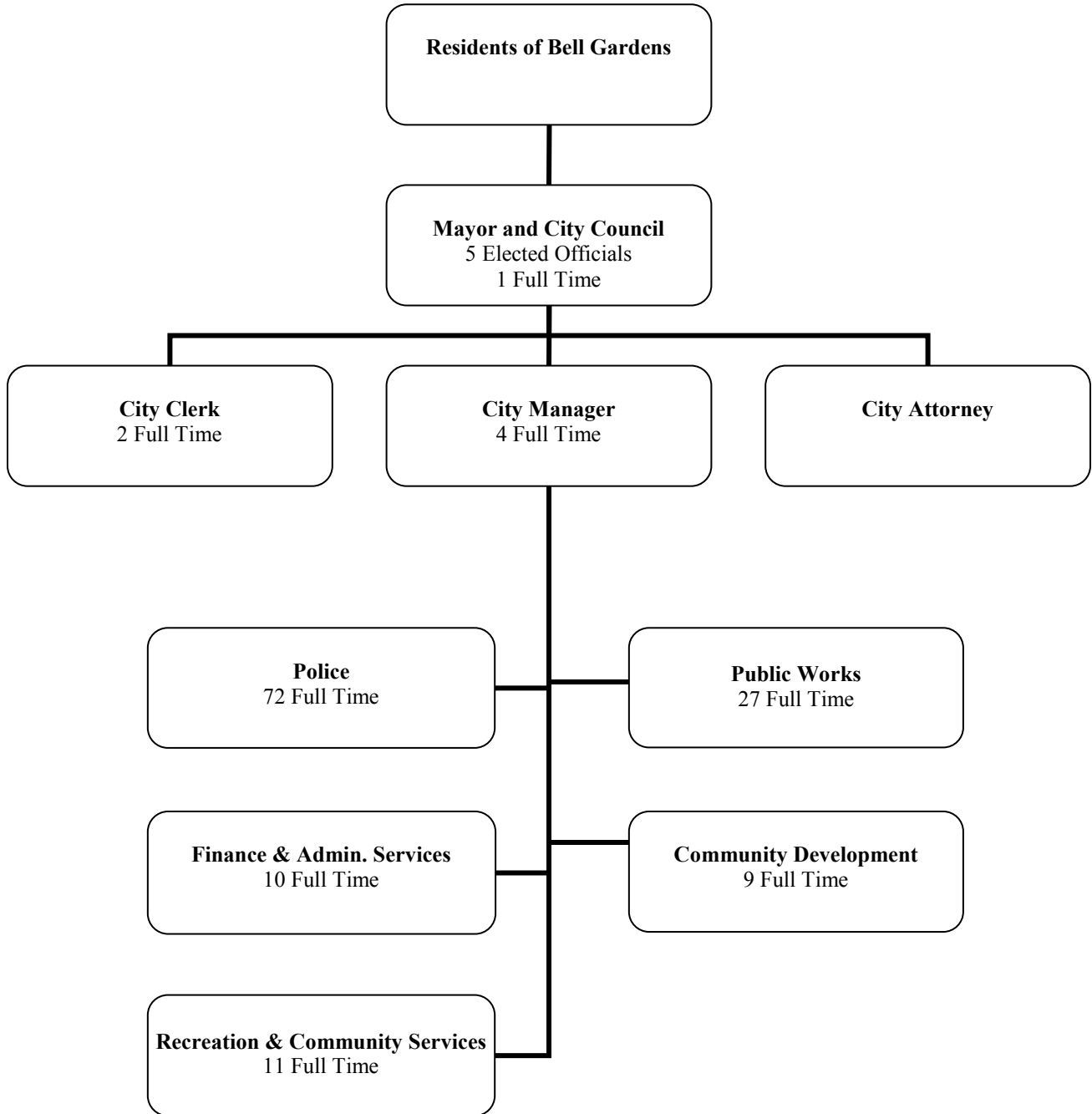
City of Bell Gardens



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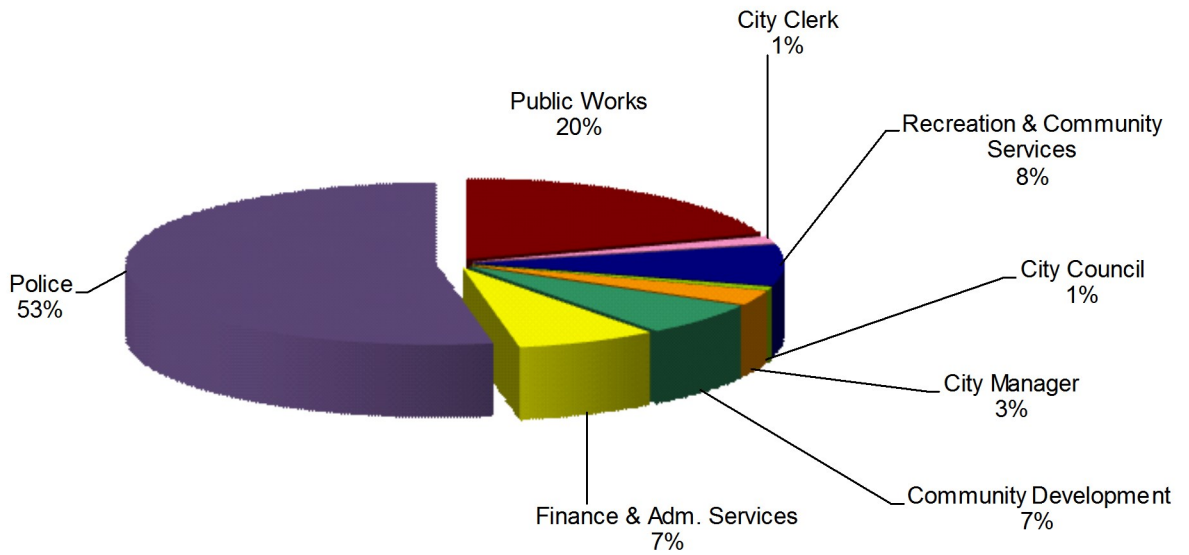
City of Bell Gardens

Organization Chart

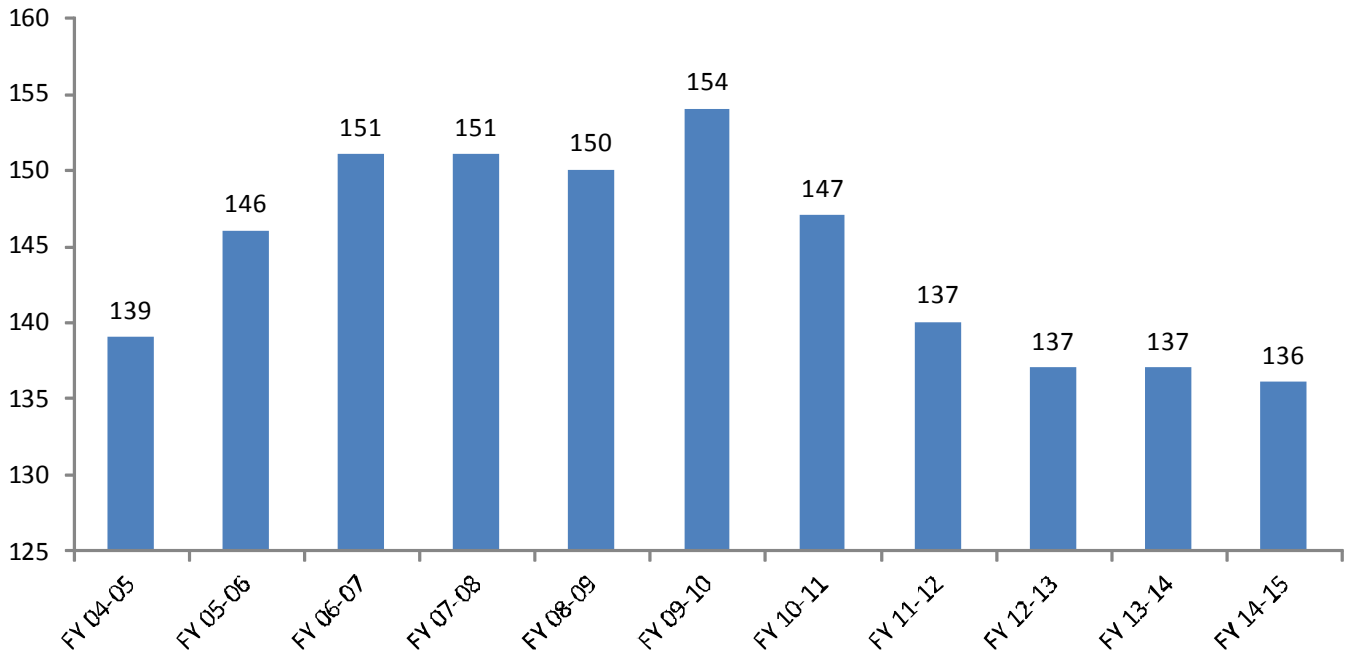


City of Bell Gardens

FY 14-15 ADOPTED POSITIONS BY DEPARTMENT



History of Adopted Positions



City of Bell Gardens

SUMMARY OF FULL TIME PERSONNEL BY DEPARTMENT FISCAL YEARS 2005-06 TO 2014-15

DEPARTMENT	FY 05-06	FY 06-07	FY 07-08	FY* 08-09	FY * 09-10	FY* 10-11	FY* 11-12	FY* 12-13	FY* 13-14	FY* 14-15
<u>Mayor and City Council</u>										
Executive Assistant to City Council	1	1	1	1	1	1	1	1	1	1
Total Mayor and City Council	1	1	1	1	1	1	1	1	1	1
<u>City Manager's Office</u>										
City Manager	1	1	1	1	1	1	1	1	1	1
Assistant City Manager	1	1	1	1	1	1	1	1	1	1
Executive Assistant to the City Manager	1	1	1	1	1	1	1	1	1	1
Management Analyst	0	1	1	1	0	0	0	0	0	0
Senior Management Analyst	0	0	0	0	1	1	1	1	1	1
Total City Manager's Office	3	4	4	4	4	4	4	4	4	4
<u>City Clerk's Office</u>										
City Clerk	1	1	1	0	1	1	1	1	1	1
Secretary	1	1	1	1	1	1	1	1	1	1
Total City Clerk's Office	2	2	2	1	2	2	2	2	2	2
<u>Community Development</u>										
Community Development Director	1	1	1	1	1	1	1	1	1	1
Building Services Supervisor	1	1.5	1	1	1	1	1	1	1	1
City Planner	1	1	1	1	1	1	1	1	1	1
Assistant Planner	1	1	1	1	1	1	1	0	0	0
Associate Planner	1	1	1	1	1	1	1	1	1	1
Business License Clerk	1	1	1	1	1	1	1	1	1	1
Code Enforcement Officer	2	2.5	2	3	3	3	3	3	3	2
Code Enforcement Officer/ Building Inspector	0	0	1	1	1	1	1	1	1	0
Housing Rehabilitation Specialist	1	1	0	0	0	0	0	0	0	0
Senior Redev Project Manager	1	1	1	1	1	1	0	0	0	0
Senior Secretary	1	1	1	1	1	1	1	1	1	1
Secretary - Planning	1	1	1	1	1	1	1	0	0	1
Total Community Development	12	13	12	13	13	13	12	10	10	9

* Includes only funded positions

City of Bell Gardens

SUMMARY OF FULL TIME PERSONNEL BY DEPARTMENT FISCAL YEARS 2005-06 TO 2014-15

DEPARTMENT	FY 05-06	FY 06-07	FY 07-08	FY* 08-09	FY* 09-10	FY* 10-11	FY* 11-12	FY* 12-13	FY* 13-14	FY* 14-15
Finance & Admin Services										
Director of Finance & Admin. Services	1	1	1	1	1	1	1	1	1	1
Accounting Manager	1	1	1	1	1	1	0	1	1	1
Accountant	1	1	1	1	1	1	1	1	1	1
Account Technician	2	2	2	2	2	2	2	2	2	2
Account Clerk I	2	2	2	2	2	2	2	2	2	2
Clerk Typist	1	1	1	0	0	0	0	0	0	0
Payroll Analyst	1	1	1	1	1	1	1	1	1	1
Personnel Analyst	1	1	1	1	1	1	0	0	0	0
Human Resources Technician	0	0	0	0	0	0	0	1	1	1
Human Resources Manager	0	0	0	0	1	1	1	1	1	1
Total Finance & Admin Services	10	10	10	9	10	10	8	10	10	10
Police										
Police Chief	1	1	1	1	1	1	1	1	1	1
Police Captain	2	2	2	1	1	1	1	1	1	0
Lieutenant	3	3	3	4	4	4	4	4	4	5
Detective—Sergeant	2	2	3	3	3	3	3	3	2	2
Patrol Sergeant	6	6	5	5	5	5	5	5	6	6
Detective	11	11	12	13	14	13	12	9	11	11
Senior Officer	4	0	0	0	0	1	0	1	1	1
K-9 Officer	0	0	1	1	1	1	1	1	1	1
Motor Officer	0	2	2	2	2	1	2	2	1	1
Officer	27	26	26	26	26	23	22	24	23	24
Community Service Officer	4	4	4	4	4	4	4	6	6	5
Neighborhood Watch Coordinator	1	1	1	1	1	1	1	1	1	1
Police Communications Supervisor	0	0	0	0	0	0	0	0	0	1
Lead Dispatcher	1	1	1	1	1	1	1	1	1	1
Clerk/Dispatch	7	7	7	6	6	6	6	6	6	5
Records Supervisor	1	1	1	1	1	1	1	1	1	1
Records Clerk	4	4	4	4	4	4	4	4	4	4
Clerk—Gaming	1	1	1	1	1	1	1	1	1	1
Secretary to the Chief of Police	1	1	1	1	1	1	1	1	1	1
Secretary—Administration	1	1	1	1	1	1	1	0	0	0
Park Rangers	0	0	2	2	2	2	2	0	0	0
Information Systems Specialist	1	1	1	1	1	0	0	0	0	0
School Resources Officer	1	1	0	0	0	0	0	0	0	0
Detective—Gaming Division	1	1	1	0	0	0	0	0	0	0
Training Officer	0	1	1	0	0	0	0	0	0	0
Total Police Department	80	78	81	79	80	75	73	72	72	72

* Includes only funded positions

City of Bell Gardens

SUMMARY OF FULL TIME PERSONNEL BY DEPARTMENT FISCAL YEARS 2005-06 TO 2014-15

DEPARTMENT	FY 05-06	FY 06-07	FY 07-08	FY* 08-09	FY* 09-10	FY* 10-11	FY* 11-12	FY* 12-13	FY* 13-14	FY* 14-15
<u>Public Works</u>										
Public Works Director	1	1	1	1	1	1	1	1	1	1
Senior Secretary	1	1	1	1	1	0	0	0	0	0
Secretary to Public Works	0	0	0	0	0	1	0	0	0	0
Clerk Typist	1	1	1	1	1	1	1	1	1	1
Public Works Supervisor II	0	0	3	3	3	3	3	3	3	3
Public Works Supervisor	3	3	0	0	0	0	0	0	0	0
Maintenance Worker I	12	13	13	13	13	12	12	12	12	12
Senior Maintenance Worker	4	6	3	3	3	3	3	2	2	2
Lead Worker	4	4	5	5	5	5	5	5	5	5
Transportation Dispatcher	2	2	2	2	1	1	1	1	1	1
Senior Transportation Dispatcher	1	1	1	1	1	1	1	1	1	1
Administrative Specialist	0	0	0	0	1	1	1	1	1	1
Public Works Manager	0	0	0	0	1	1	1	0	0	0
Total Public Works	29	32	30	30	31	30	29	27	27	27
<u>Recreation & Community Services</u>										
Rec & Community Services Director	1	1	1	1	1	1	1	1	1	1
Recreation Manager	0	1	1	1	1	0	0	0	0	0
Recreation Coordinator	4	4	5	6	6	6	6	6	6	6
Recreation Supervisor	2	2	2	3	3	2	2	2	2	2
Administrative Specialist	0	0	0	0	0	1	1	1	1	1
Senior Secretary	1	1	1	0	0	0	0	0	0	0
Secretary	1	1	0	1	1	1	1	1	1	1
Clerk Typist	0	1	1	1	1	1	0	0	0	0
Total Rec & Community Services	9	11	11	13	13	12	11	11	11	11
TOTAL CITY	146	151	151	150	154	147	140	137	137	136

* Includes only funded positions

City of Bell Gardens

BUDGET SUMMARY

Budget Policy

Vision Statement

One of the most important governing roles the Mayor and the City Council play is formulating a vision for the City of Bell Gardens.

“To establish and ensure Bell Gardens as a safe and economically vibrant community with quality housing, shopping areas and public facilities for all its residents and businesses.”

Mission Statement

The City of Bell Gardens is dedicated to delivering exemplary municipal services responsive to the entire community: in order to create and maintain a safe and clean environment, and provide access to quality educational, recreational and economic opportunities for residents and businesses.

Core Values

Honesty
Integrity
Responsiveness
Accountability
Customer Service
Open Communication
Commitment
Dedication

General Background

The budget includes all of the funds and account groups used by the City of Bell Gardens and the Successor Agency to the Community Development Commission. The City provides the following municipal and public enterprise services:

City of Bell Gardens

BUDGET SUMMARY

Municipal Services

Building and Safety

Community Development

Engineering

General Administrative Support

Parks, Recreation, and Cultural Activities

Planning

Public Works

Public Safety

Public Enterprise Services

Water System

Golf Course

The Director of Finance and Administrative Services/Treasurer is responsible for the City's financial administration, establishing and maintaining the general accounting system, auditing of all demands or charges for payment, and acting as custodian and disbursing agent for all funds.

City of Bell Gardens

BUDGET SUMMARY

Budget Fund Descriptions

Financial Structure

The adequacy of internal accounting controls is important in developing and evaluating the City's accounting systems. These controls are designed to provide reasonable, but not absolute, assurance to safeguard City assets against loss from unauthorized use or disposition, and the reliability of financial records for preparing financial statements and maintaining accountability for these assets.

The concept of reasonable assurance recognizes that the cost of a control should not exceed the benefits likely to be derived, and that the evaluation of costs and benefits requires estimates and judgments by management.

All internal control evaluations occur within the above framework. The City's internal accounting controls adequately safeguard assets and provide reasonable assurance of properly recording City financial transactions.

Budgetary control is maintained at the fund level.

Fund Descriptions

The City's accounting records are organized and operated on a "fund" basis, which is the basic fiscal and accounting entity in governmental accounting. Fund type and classification designate each fund. The following is a description of the different funds:

Fund Type	Classification
Governmental Funds	General, Special Revenue, Debt Service and Capital Project
Proprietary Fund	Enterprise
Fiduciary Fund	Agency

City of Bell Gardens

BUDGET SUMMARY

Budget Fund Descriptions

These funds are maintained using the modified accrual basis of accounting and are categorized as follows:

Governmental Funds

The funds are used to account for the City's financial resources except for those accounted for in proprietary funds and fiduciary funds.

General Fund

The General Fund accounts for resources traditionally associated with government which are not required to be accounted for in a specific fund. This includes Bicycle Club License Tax, Property Tax, Sales Tax, Business License Tax, Transient Occupancy Tax, Licenses and Permits, and Fines and Forfeitures. This fund finances most of the basic municipal functions, such as General Administration, Police, Public Works, Community Development, Capital Improvements, Recreation and Community Services.

Special Revenue Funds

Air Quality Management District (AQMD)—Accounts for monies received from South Coast Air Quality Management District. These monies are to be used for reducing air pollution programs according to the California Clean Air Act of 1988.

Academic Pursuit—Accounts for interest income generated from designated principal in the General Fund to be used only for Academic Grants to qualified residents of the City of Bell Gardens.

Anson Ford Park—Accounts for the resources and expenditures involving the operations of the Bell Gardens Sports Complex.

Asset Seizure—Accounts for assets taken in, held and later released by the court in carrying out law enforcement activities.

City of Bell Gardens

BUDGET SUMMARY

Budget Fund Descriptions

Beverage Container Recycling Grant—Accounts for monies received from the State to be used in community programs to encourage recycling of aluminum, plastic and glass containers.

Community Development Block Grant—Accounts for funds received from the U.S. Department of Housing and Urban Development for use in community development projects approved by the Successor Agency to the Community Development Commission.

COPS State (SLESF)—Accounts for expenditures spent from a State of California grant for law enforcement services.

COPS 2010—Federal monies providing for the addition of three police officers.

Gas Tax—Accounts for funds received from the State as the City's share of State gasoline taxes designated for street maintenance.

Measure R Sales Tax—Accounts for expenditures spent from the County's half-cent sales tax initiative to finance new and expedite existing projects and programs related to traffic relief and transportation upgrades.

Prop A—Accounts for monies distributed by the Los Angeles County Metropolitan Transportation Authority (LACMTA) that can only be used for transportation projects.

Prop C—Accounts for monies distributed by the LACMTA from the one-half percent sales tax allocation. Prop C funds can only be used for public transit improvements and special improvements that reduce congestion.

Public Safety Augmentation Fund (PSAF)—Accounts for expenditures spent from the County's 1/2 percent sales tax initiative (Public Safety Augmentation Fund).

Used Oil Recycling Grant—Accounts for the state grant used for the specific purpose of recycling oil.

City of Bell Gardens

BUDGET SUMMARY

Waste Hauler Management Franchise—Accounts for monies received from commercial and residential solid waste haulers within the City. Monies received from these franchises are used to administer the program, ensuring compliance with AB 939.

Post Retirement Benefits—Accounts for certain health insurance benefits available to eligible retired employees.

Capital Projects—The Capital Projects Fund is used to account for the financial resources used in various types of capital projects, especially grant funded and special funded projects.

Transportation Development Act—Accounts for monies distributed by the LACMTA under the Transportation Development Act (TDA). This money may only be used to provide facilities for the exclusive use of pedestrians and bicycles.

Proprietary Funds—The Proprietary Funds include the City's Water System and Golf Course. Generally accepted accounting principles applicable to a private commercial business are applicable to proprietary funds of a governmental entity.

Fiduciary Funds

A private-purpose Trust Fund is used to account for the assets and liabilities of the former community development commission and the allocated revenue to pay estimated installment payments of enforceable obligations until the obligations of the former community development commission are paid for in full and assets have been liquidated.

City of Bell Gardens

BUDGET SUMMARY

Budget Process

Policy

The City Manager shall submit a proposed budget to the City Council each year.

Responsibility

Department heads are responsible for preparing their budgets in accordance with the guidelines provided by the Finance Department or other special instructions provided by the City Manager. The Finance Department will provide cost experience data as may be required by a City department. The Director of Finance will prepare all revenue, debt service, and reserve estimates. The Finance Department will confirm the completeness of all departmental budgets. The Finance Department presents each departmental budget to the City Manager for review.

Budget Preparation

The budget process provides department heads an opportunity to examine their program(s), propose changes in current services, recommend revisions in organizations and methods, and outline requirements for capital outlay items.

Operating Budget

Ongoing operating costs should be supported by ongoing, stable revenue sources. This protects the City from fluctuating service levels, thereby avoiding crises when one-time revenue is reduced or removed.

Revenue Policies:

- A diversified and stable revenue system will be maintained to ensure fiscal health and absorb short run fluctuations from any one revenue source.
- User fees for all operations will be examined annually to ensure that fees cover both the direct and indirect costs of service.

City of Bell Gardens

BUDGET SUMMARY

Budget Process

- The City will meet all current expenditures from current revenue, avoiding procedures that balance current budgets by postponing needed expenditures, accruing revenue or rolling over short-term debt.

The Director of Finance, with the approval of the City Manager, shall approve the encumbrances and continuing appropriations from fiscal year to fiscal year, which shall become part of the City budgets.

Debt Management:

- The City will not obligate the General Fund to secure long-term financing for current operations.
- The City will tie long-term borrowing to capital improvement, or projects that cannot be financed from current revenue.
- The City will monitor all forms of debt annually, concurrent with the City's financial plan preparation and review process. Concerns and remedies will be reported to the Council as necessary.
- The City will diligently monitor compliance with bond covenants, ensuring adherence to federal arbitrage regulations.
- The City will maintain good communications with bond rating agencies about its financial condition. Full disclosure is the policy on every financial report and bond prospectus.

Capital Budget

- A long-range capital improvement plan should be prepared and updated each year. It will include a capital-spending plan that identifies projects that can be completed with known funding sources. The plan may include "unfunded" projects that carry out the City's strategic and general plans.
- When planning capital projects, each department must estimate the project's impact on the City's operating budget.

City of Bell Gardens

BUDGET SUMMARY

Budget Process

Amendments to capital appropriations fall under the same guidelines as changes to the operating budget, except that any project change exceeding \$10,000 of the original contract price must receive specific City Council approval. This approval can be by motion rather than resolution, and may be accompanied by a recommendation for award of bid, change order, or other Council action. While this approval is not a legal requirement, it serves to keep the Council informed on capital project activity and funding, and ensures that revisions of project priorities are in line with Council expectations.

Budget Review

During the budget review phase, the Department of Finance analyzes requests for new positions, operating budgets and capital budgets. This information is then compiled and presented to the City Manager. The City Manager and Director of Finance conduct meetings with each department head to review their estimated expenditures for the current fiscal year, and the proposed baseline requests and enhancements for the proposed budget year. At the completion of these meetings, and with the City Manager's recommendations, the Department of Finance recompiles the financial data and presents the proposed budget to the City Manager for final review.

Budget Adoption

The City Manager presents the proposed budget to the City Council for their review. A public hearing is held, and after changes, modifications and revisions, the budget is adopted by motion.

Proposition 4 Limits

Using the legally prescribed formula, the FY 2014-15 estimated City appropriations limit is \$62,744,213. Appropriations subject to the limit are \$18,492,500. The City Council passed a resolution on June 23, 2014 certifying that the city was in conformance with GANN requirements.

City of Bell Gardens

BUDGET SUMMARY

Budget Process

Budget Implementation

- A budgetary control system will be maintained to ensure compliance with the budget.
- The Department of Finance is responsible for setting up the budget for tracking purposes and is tasked with making sure the funds are available during the year to cover expenditures and appropriations. Reports comparing the budget with expenditures are generated and sent to the department on a monthly basis.
- Any changes in total fund appropriations, except relating to debt management, must be approved by the City Council.
- Uses of un-appropriated reserves must be specifically approved by City Council motion.

Financial Policies

- Shifts in appropriations within funds at the department level, except relating to debt management, may be done administratively on the authority of the City Manager. Procedures for appropriation transfers and delegation of budget responsibility will be set by the City Manager.

As per the Personnel Rules, the City Manager may transfer, demote, suspend or reinstate employees. Per this authority, shifts in appropriations relating to personnel changes may be done administratively by the City Manager.

General

The financial policies establish the framework for overall fiscal planning and management. The policies set forth guidelines for both current activities and long range planning. The policies will be reviewed annually to assure the highest standards of fiscal management.

City of Bell Gardens

BUDGET SUMMARY

Budget Process

Budget Revision

Over Goals

The overall financial goals underlying these policies are:

- **Fiscal Conservatism**

To ensure that the City is at all times in a solid financial condition, defined as

- Cash solvency—the ability to pay bills;
- Budgetary solvency—the ability to balance the budget;
- Long run solvency—the ability to pay future costs;
- Service level solvency—the ability to provide needed and desired services.

- **Flexibility**

To ensure that the City is at all times in a position to respond to changes in the economy or new service challenges without an undue amount of financial stress.

- **Adherence to the Highest Accounting and Management Practices**

As set by the Government Finance Officers' Association standards for financial reporting and budgeting, the Governmental Accounting Standard Board, and other professional standards.

City of Bell Gardens

BUDGET SUMMARY

Budget Process

Cash Management

- **Purpose**

An investment policy has been adopted by Resolution and is reviewed each year. The investment policy provides guidelines for the prudent investment of the temporary idle cash and outlines the policies for maximizing the efficiency of the cash management system. The ultimate goal is to enhance the economic status of the City while protecting its pooled cash.

- **Objective**

The cash management system is designed to accurately monitor and forecast expenditures and revenue, thus enabling the City to invest funds to the fullest extent possible. The City attempts to obtain the highest yield obtainable as long as investments meet the criteria established for safety and liquidity.

- **Policy**

In order to maximize interest earnings, the City pools the cash of all funds. These pooled funds are held in trust for the City by various financial institutions. Interest revenue derived from the pooled cash is allocated to the participating funds quarterly, based on the relative cash balance of each fund.

The City will invest only in those instruments authorized by the California Government Code Section 53601.

- **Procedures**

Criteria for selecting investments and the order of priority are:

- **Safety**—the safety and risk associated with an investment refers to the potential loss of principal, interest or a combination of these amounts. The City only participates in those investments that are considered very safe.

City of Bell Gardens

BUDGET SUMMARY

Budget Process

- Liquidity—this refers to the ability to “cash in” at any moment in time with minimal chance of losing some portion of principal or interest. Liquidity is an important investment quality especially when the need for unexpected funds occurs.
- Yield—is the potential dollar earnings an investment can provide, and sometimes is described as the rate of return.

Debt Administration

The City cannot incur general obligation bonded indebtedness which exceeds 15% of the total assessed valuation of all real and personal property within the City. The current outstanding bonds for the City are Taxable Revenue Bonds, Water Revenue Bonds, and Certificates of Participation. Taxable Revenue Bonds are completely supported by the Property Tax Increment Revenue. Water Revenue bonds are entirely supported by revenue from the water system. The Tax Allocation Bonds and Water Revenue Bonds have been issued by the Bell Gardens Financing Authority. The Certificates of Participation are supported by a transfer of water enterprise funds. The current outstanding bonds for the Community Development Commission are the Tax Allocation Bonds which are completely supported by the Property Tax Increment Revenue.

City of Bell Gardens

BUDGET SUMMARY

Budget Process

Insurance Note

The City of Bell Gardens is a member of the CALIFORNIA JOINT POWERS INSURANCE AUTHORITY (Authority). The Authority is composed of 119 California public entities and is organized under a joint powers agreement pursuant to California Government Code §6500 et seq. The purpose of the Authority is to arrange and administer programs for the pooling of self-insured losses, to purchase excess insurance or reinsurance, and to arrange for group purchased insurance for property and other lines of coverage. The California JPIA began covering claims of its members in 1978. Each member government has an elected official as its representative on the Board of Directors. The Board operates through a nine-member Executive Committee.

Self-Insurance Programs of the Authority

Each member pays an annual contribution to cover estimated losses for the coverage period. This initial funding is paid at the beginning of the coverage period. After the close of the coverage period, outstanding claims are valued. A retrospective deposit computation is then conducted annually thereafter until all claims incurred during the coverage period are closed on a pool-wide basis. This subsequent cost re-allocation among members based on actual claim development can result in adjustments of either refunds or additional deposits required.

The total funding requirement for self-insurance programs is estimated using actuarial models and pre-funded through the annual contribution. Costs are allocated to individual agencies based on exposure (payroll) and experience (claims) relative to other members of the risk-sharing pool. Additional information regarding the cost allocation methodology is provided below.

City of Bell Gardens

BUDGET SUMMARY

Budget Process

- **Liability**

In the liability program claims are pooled separately between police and non-police exposures. (1) The payroll of each member is evaluated relative to the payroll of other members. A variable credibility factor is determined for each member, which establishes the weight applied to payroll and the weight applied to losses within the formula. (2) The first layer of losses includes incurred costs up to \$30,000 for each occurrence and is evaluated as a percentage of the pool's total incurred costs within the first layer. (3) The second layer of losses includes incurred costs from \$30,000 to \$750,000 for each occurrence and is evaluated as a percentage of the pool's total incurred costs within the second layer. (4) Incurred costs in excess of \$750,000 up to the reinsurance attachment point of \$5 million are distributed based on the outcome of cost allocation within the first and second loss layers. (5) Costs of covered claims from \$5 million to \$10 million are paid under a reinsurance contract subject to a \$2.5 million annual aggregate deductible. The \$2.5 million annual aggregate deductible is fully covered under a separate policy; as such no portion of it is retained by the Authority. Costs of covered claims from \$10 million to \$15 million are paid under two reinsurance contracts subject to a combined \$3 million annual aggregate deductible. The \$3.0 million annual aggregate deductible is fully retained by the Authority. (6) Costs of covered claims from \$15 million to \$20 million are paid under reinsurance agreements. (7) Costs of covered claims from \$20 million to \$50 million are paid under excess insurance policies.

The overall coverage limit for each member including all layers of coverage is \$50 million per occurrence.

Costs of covered claims for subsidence losses are paid by reinsurance and excess insurance with a pooled sub-limit of \$30 million per occurrence. This \$30 million subsidence sub-limit is composed of (a) \$5 million retained within the pool's SIR, (b) \$15 million in reinsurance, subject to the same annual aggregate deductibles previously stated, and (c) \$10 million in excess insurance. The excess insurance layer has a \$10 million annual aggregate limit.

City of Bell Gardens

BUDGET SUMMARY

Budget Process

- **Workers' Compensation**

In the workers' compensation program claims are pooled separately between public safety (police and fire) and non-public safety exposures. (1) The payroll of each member is evaluated relative to the payroll of other members. A variable credibility factor is determined for each member, which establishes the weight applied to payroll and the weight applied to losses within the formula. (2) The first layer of losses includes incurred costs up to \$50,000 for each occurrence and is evaluated as a percentage of the pool's total incurred costs within the first layer. (3) The second layer of losses includes incurred costs from \$50,000 to \$100,000 for each occurrence and is evaluated as a percentage of the pool's total incurred costs within the second layer. (4) Incurred costs in excess of \$100,000 up to the reinsurance attachment point of \$2 million are distributed based on the outcome of cost allocation within the first and second loss layers. (5) Costs of covered claims from \$2 million up to statutory limits are paid under a reinsurance policy. Protection is provided per statutory liability under California Workers' Compensation Law.

Employer's Liability losses are pooled among members to \$2 million. Coverage from \$2 million to \$5 million is purchased as part of a reinsurance policy, and Employer's Liability losses from \$5 million to \$10 million are pooled among members.

Purchased Insurance

- **Pollution Legal Liability Insurance**

The City of Bell Gardens participates in the pollution legal liability insurance program (formerly called environmental insurance) which is available through the Authority. The policy covers sudden and gradual pollution of scheduled property, streets, and storm drains owned by the City of Bell Gardens.

City of Bell Gardens

BUDGET SUMMARY

Budget Process

Coverage is on a claims-made basis. There is a \$50,000 deductible. The Authority has a limit of \$50 million for the 3-year period from July 1, 2011 through July 1, 2014. Each member of the Authority has a \$10 million sub-limit during the 3-year term of the policy.

- **Property Insurance**

The City of Bell Gardens participates in the all-risk property protection program of the Authority. This insurance protection is underwritten by several insurance companies. City of Bell Gardens property is currently insured according to a schedule of covered property submitted by the City of Bell Gardens to the Authority. City of Bell Gardens property currently has all-risk property insurance protection in the amount of \$37,673,920. There is a \$5,000 deductible per occurrence except for non-emergency vehicle insurance which has a \$1,000 deductible. Premiums for the coverage are paid annually and are not subject to retrospective adjustments.

- **Earthquake and Flood Insurance**

The City of Bell Gardens purchases earthquake and flood insurance on a portion of its property. The earthquake insurance is part of the property protection insurance program of the Authority. City of Bell Gardens property currently has earthquake protection in the amount of \$7,923,560. There is a deductible of 5% per unit of value with a minimum deductible of \$100,000. Premiums for the coverage are paid annually and are not subject to retrospective adjustments.

- **Crime Insurance**

The City of Bell Gardens purchases crime insurance coverage in the amount of \$1,000,000 with a \$2,500 deductible. The fidelity coverage is provided through the Authority. Premiums are paid annually and are not subject to retrospective adjustments.

City of Bell Gardens

BUDGET SUMMARY

Budget Process

Annual Audit

Sound accounting practices suggest that an annual audit is a prudent business decision. The City requires an annual audit by a qualified independent accountant, of the books of account, financial records, inventories and reports of all City officers and employees involved in the handling of financial matters. In compliance with the requirement of an annual audit, Lance, Soll and Lunghard, LLP, a firm of Certified Public Accountants, completed the audit for the fiscal year ending June 30, 2014.

City of Bell Gardens



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City of Bell Gardens

Fund Balance Analysis

FY 2014-15

Fund No.	Fund Name	Projected Fund Balance July 1, 2014	Estimated Revenue	Estimated Expenditure (excluding CIPs)	FY 2014-15 CIP Projects	Total Est Expenditures (including CIP Projects)	Transfers to Reserves	Estimated Fund Balance June 30, 2015
110	General Fund	39,306,136	25,638,217	25,345,605	-	25,345,605	(200,000)	39,598,748
111	Contingency Reserve	2,100,000	-	-	-	-	200,000	2,300,000
115	General Fund Capital Projects	56,296	201,643	201,643	-	201,643	-	56,296
120	Recreation Fund	-	-	-	-	-	-	-
150	CLEEP Grant	-	-	-	-	-	-	-
151	Public Safety Augmentation	98,543	283,250	283,250	-	283,250	-	98,543
152	SLESF Grant	69,789	100,300	100,000	-	100,000	-	70,089
153	COPS 2010	74,659	-	-	-	-	-	74,659
154	ABC Grant	22,084	10,000	10,000	-	10,000	-	22,084
155	2008 State Homeland Sec Fund	(101,518)	-	-	-	-	-	(101,518)
167	OJJDP Boxing	-	-	-	-	-	-	-
169	COPS Tech 2008	-	-	-	-	-	-	-
171	JAG Grants Fund	(489)	15,010	15,000	-	15,000	-	(479)
180	Vehicle Replacement - Police	40,523	150	-	-	-	-	40,673
182	Vehicle Replacement - Public Works	2,008	4	-	-	-	-	2,012
210	State Gas Tax	152,687	1,095,547	1,260,230	-	1,260,230	-	(11,996)
235	Asset Forfeiture	-	-	-	-	-	-	-
240	Residential Waste Management	(709,202)	1,745,000	1,975,050	-	1,975,050	-	(939,252)
250	Waste Hauler Mgmt Franchise	590,653	161,200	275,398	-	275,398	-	476,456
260	CDBG	3,111	606,098	606,098	-	606,098	-	3,111
263	CDBG Recovery Fund	-	-	-	-	-	-	-
280	Proposition A Sales Tax	304,262	807,244	889,214	30,900	920,114	-	191,391
281	Proposition C Sales Tax	74,948	750,281	631,483	149,000	780,483	-	44,746
282	Air Quality Improvement	113,018	51,175	19,000	-	19,000	-	145,193
283	Used Oil Recycling Grant	30,319	22,040	13,794	-	13,794	-	38,565
284	Beverage Container	133,063	12,200	2,500	-	2,500	-	142,763
285	Measure R Sales Tax	258,002	462,691	203,452	407,000	610,452	-	110,241
300	Academic Pursuit	544,290	50,750	565,000	-	565,000	-	30,040
340	TDA	25,745	28,055	-	29,000	29,000	-	24,800
361	Anson Ford Park	83,054	328,092	328,092	-	328,092	-	83,054
510	Water Fund	3,790,176	1,290,119	1,688,438	-	1,688,438	-	3,391,857
520	Golf Course	(8,345)	236,939	239,939	-	239,939	-	(11,345)
818	Separated Employee Benefits	-	-	-	-	-	-	-
819	Post Retirement Benefits	124,346	569,000	569,171	-	569,171	-	124,175
830	Asset Seizure	490,994	121,200	490,000	-	490,000	-	122,194
900	CDC Capital Projects	(550,244)	148,744	148,744	-	148,744	-	(550,244)
901	Project Area #1	(727,126)	825,521	824,521	-	824,521	-	(726,126)
903	CDC Special Fund-Area #1	1,958,915	973,265	973,265	-	973,265	-	1,958,915
930	CDC Central City Capital Proj	(36,573,320)	148,744	148,744	-	148,744	-	(36,573,321)
931	Central City Project Area	(3,731,597)	995,937	995,937	-	995,937	-	(3,731,597)
932	Low & Mod Income Housing	-	-	-	-	-	-	-
933	CDC Special Fund-Area #1	1,381,335	1,144,681	1,144,681	-	1,144,681	-	1,381,334
934	CDC Debt Service Marketplace	(10,515,352)	-	-	-	-	-	(10,515,352)
935	Low & Mod Income Housing Asset Fund	582,316	35,255	-	-	-	-	617,571
		(505,922)	38,858,352	39,948,250	615,900	40,564,150	-	(2,011,720)

City of Bell Gardens
Expenditures Summary by Fund
(Including CIP's)
FY 2014-15

Fund No.	Fund Name	FY 2012-13 Actual Expenditures	FY 2013-14 Adopted Budget	FY 2013-14 Estimated Expenditures	FY 2014-15 Adopted Budget
110	General Fund	22,573,110	24,631,704	23,556,222	25,345,605
115	General Fund Capital Projects	1,181,310	111,700	52,180	201,643
120	Recreation Fund	16,532	-	-	-
151	Public Safety Augmentation	201,036	237,948	254,511	283,250
152	SLESF	100,141	100,000	100,000	100,000
153	COPS 2010 Grant	327,680	-	-	-
154	ABC Grant	39,981	-	672	10,000
155	2008 State Homeland Security Grant	85,266	-	16,252	-
171	JAG Grants	23,806	-	37,658	15,000
180	Vehicle Replacement Fund-Police	9,793	-	-	-
210	Gas Tax	1,191,882	1,338,048	1,173,303	1,260,230
240	Residential Waste Management	2,039,616	2,097,620	2,054,906	1,975,050
250	Industrial Waste Management	390,747	456,245	388,140	275,398
260	CDBG	747,567	664,188	662,563	606,098
280	Proposition A Sales Tax	701,633	875,361	689,374	920,114
281	Proposition C Sales Tax	618,410	727,883	755,453	780,483
282	Air Quality Improvement	54,315	18,000	18,233	19,000
283	Used Oil Recycling Grant	12,487	13,653	12,033	13,794
284	Beverage Container Recycling	1,660	2,500	-	2,500
285	Measure R Sales Tax	230,247	478,163	75,060	610,452
300	Academic Pursuit	-	-	-	565,000
340	TDA	334	72,606	-	29,000
361	Anson Ford Park	305,874	284,342	271,421	328,092
510	Water	1,607,860	1,597,122	1,711,728	1,688,438
520	Golf Course	225,225	231,844	233,525	239,939
819	Retiree Benefits	545,373	605,420	554,781	569,171
830	Asset Seizure & Forfeiture	279,245	297,500	275,660	490,000
900	RDA Capital Projects Area 1	192,054	213,250	150,522	148,744
901	RDA Tax Increment Area1	323,330	824,266	777,378	824,521
903	Successor to RDA Special Fund-Area 1	818,620	-	927,900	973,265
930	RDA Capital Projects Central Area	165,877	213,250	150,799	148,744
931	RDA Tax Increment Central Area	534,896	991,104	995,072	995,937
932	RDA Low-Mod Housing	2,485,465	-	-	-
933	Transfer Out	1,450,913	-	1,145,871	1,144,681
934	Debt Service-BG Marketplace Note	588,799	786,311	782,711	-
935	Low & Mod Income Housing Asset Fund	75,984	-	-	-
		40,147,068	37,870,028	37,823,928	40,564,150

City of Bell Gardens

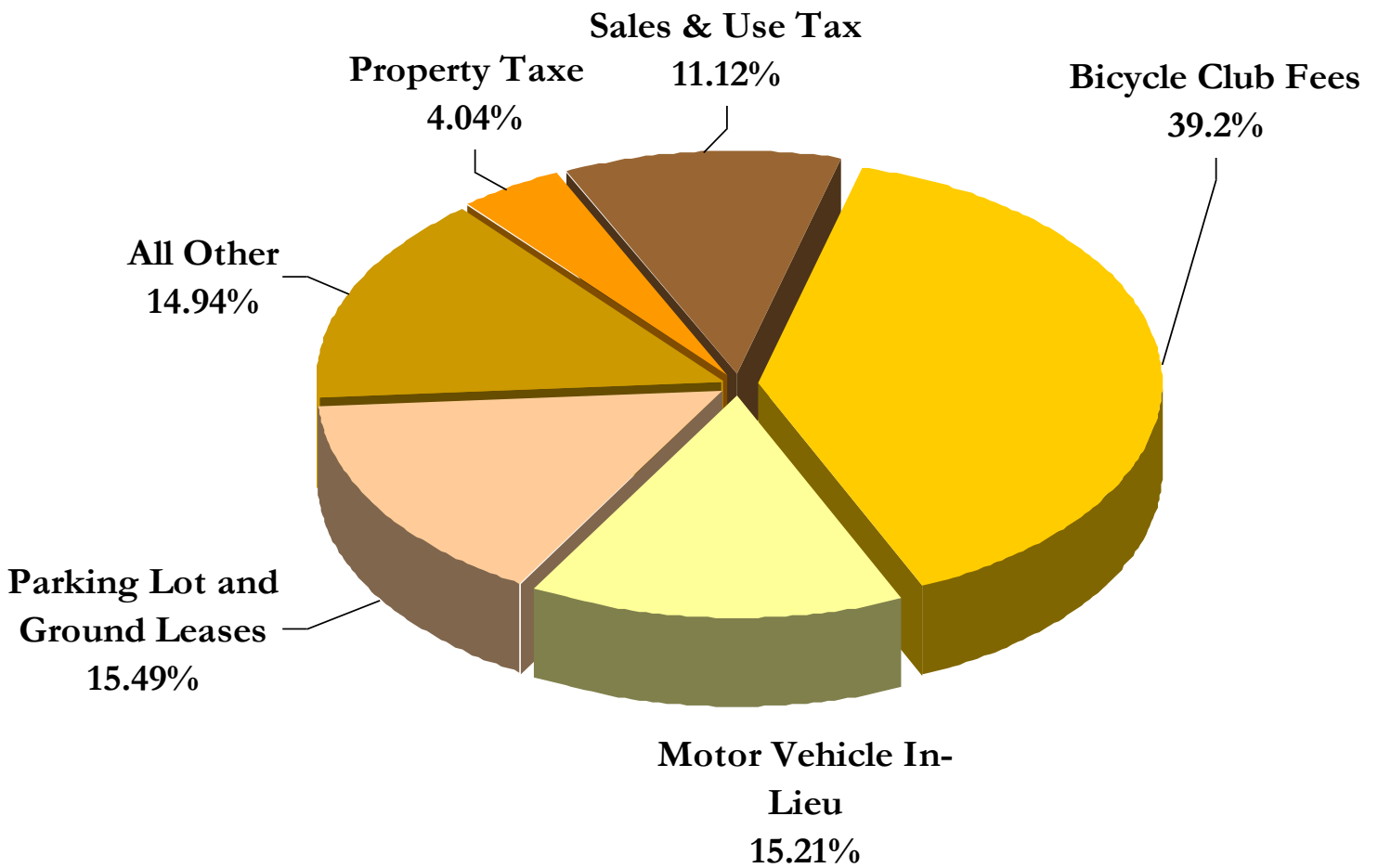
Revenue Summary by Fund

All Funds

Fund No.	Fund Name	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Adopted
110	General Fund	23,836,855	23,539,410	24,080,887	25,638,217
115	General Fund Capital Projects	1,477,879	118,524	74,623	201,643
120	Recreation Fund	15,012	-	-	-
151	Public Safety Augmentation	305,332	238,000	242,000	283,250
152	SLESF Grant	100,141	100,300	100,300	100,300
153	COPS 2010	402,339	-	-	-
154	ABC Grant	36,696	-	9,757	10,000
171	JAG Grants	23,034	-	37,857	15,010
180	Vehicle Replacement - Police	75	150	150	150
182	Vehicle Replacement - Public Works	3	-	3	4
210	State Gas Tax	1,077,678	1,368,352	1,325,988	1,095,547
240	Residential Waste Management	1,759,516	1,775,000	1,736,784	1,745,000
250	Waste Hauler Mgmt Franchise	274,176	266,500	265,506	161,200
260	CDBG	753,215	665,604	665,604	606,098
263	CDBG Recovery Fund	48,185	-	-	-
280	Proposition A Sales Tax	804,958	794,308	794,308	807,244
281	Proposition C Sales Tax	718,167	684,632	731,052	750,281
282	Air Quality Improvement	37,733	50,815	50,882	51,175
283	Used Oil Recycling Grant	19,447	23,023	23,030	22,040
284	Beverage Container	11,749	12,300	12,735	12,200
285	Measure R Sales Tax	451,450	447,873	447,573	462,691
300	Academic Pursuit	25,144	26,500	76,300	50,750
340	TDA	23,243	26,808	38,945	28,055
361	Anson Ford Park	303,666	284,342	333,837	328,092
510	Water Fund	1,247,535	1,315,100	1,253,863	1,290,119
520	Golf Course	222,862	231,869	225,180	236,939
819	Post Retirement Benefits	295,063	53,000	53,000	569,000
830	Asset Seizure	99,036	152,500	121,200	121,200
900	CDC Capital Projects	-	-	150,522	148,744
901	Project Area #1	784,617	-	778,378	825,521
903	CDC Special Fund-Area #1	1,511,342	1,550,000	3,100,000	973,265
930	CDC Central City Capital Proj	-	-	150,799	148,744
931	Central City Project Area	626,296	-	995,072	995,937
932	Low & Mod Income Housing	-	-	-	-
933	CDC Special Fund-Area #1	2,095,648	2,150,000	1,145,871	1,144,681
934	CDC Debt Service Marketplace	786,312	-	-	-
935	Low & Mod Income Housing Asset Fund	586,540	-	71,760	35,255
		40,760,944	35,874,910	39,093,766	38,858,352

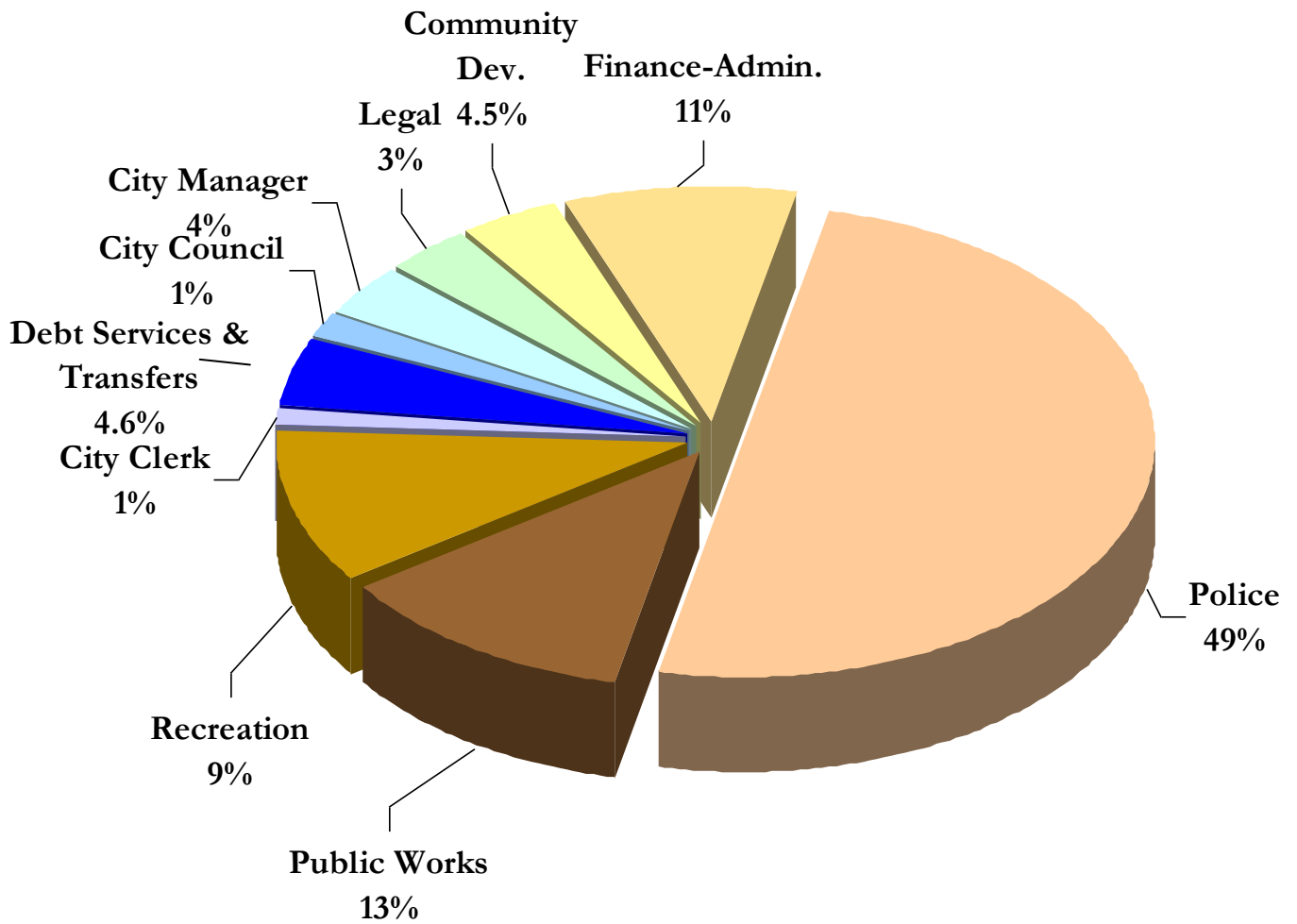
City of Bell Gardens

FY 2014-15 General Fund Revenue



City of Bell Gardens

FY 2014-15 General Fund Expenditure



City of Bell Gardens



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City of Bell Gardens

REVENUE

Revenue Descriptions

General Fund

Bicycle Club License Tax—This is the largest single source of revenue for the City, representing forty-two percent of General Fund operating revenue.

Building Permits—Building permit fees are collected in accordance with the Uniform Building Code. The revenue from these fees are used to cover the cost of providing building inspections to ensure compliance with the code.

PW Permit Fee—Public Work permit fees are collected for issuance of permits in the City's right of way, e.g. sidewalks, driveway approaches, utility repairs, etc.

Industrial Waste Permit Fee—City imposed fee on businesses for removal of industrial waste.

Animal License—A license fee imposed on City of Bell Gardens' residents who own dogs.

Bus Shelter—Monies received from private institutions for allowing them to advertise on eight City bus shelters.

Business License—A license fee is imposed on each business operating in the City. Approximately 1,200 businesses currently operate in Bell Gardens.

Interest Income—Revenue from this source is derived from the investment of idle City funds and is estimated by the level of cash balances available for investment.

Ground Lease—The City has various ground leases producing income for the City.

Franchise Fees—The City has contracted with several different agencies for collection of a franchise fee for utilities, cable television and towing services.

City of Bell Gardens

REVENUE

Revenue Descriptions

Motor Vehicle License Fee—A license fee equivalent to two percent of the market value of a motor vehicle is imposed annually by the State of California in lieu of local property taxes. The fee is funded by a .65% tax on the market value of a motor vehicle and an in lieu payment of property tax from the State of California that was part of the 2004 budget agreement.

Parking Lot Rental—Various parking lot rental agreements from the Bicycle Club.

Post Reimbursements—State of California program called Peace Officer's Standards and Training that certifies training for police officers and reimburses the City for those costs.

P.D. Impound Fee—Cost recovery for services rendered as a result of a vehicle impound/release. Generally, \$270 per vehicle.

Property Tax—The County of Los Angeles collects property taxes for the City. Tax liens are attached annually on the first day in March preceding the fiscal year which the taxes are levied. The tax levy covers the fiscal period July 1 to June 30.

Real Property Transfer Tax—This tax is imposed on each deed or instrument by which real property is transferred within the City. The tax is levied at the rate of \$1.10 for each \$1,000 of sales price.

Sales Tax—Sales and Use Tax is imposed on retailer for the privilege of selling, at retail, within City limits. This tax is based on the sale price of any taxable transaction of tangible personal property. The Bradley-Burns Uniform Local Sales and Use Tax Law, adopted in 1955, extends the authority to impose local sales tax to counties. One percentage point of the sales tax collected by the State Board of Equalization is allocated back to the City for general purposes.

Transient Occupancy Tax—The City of Bell Gardens municipal code authorizes the City to levy a tax of eight percent for the privilege of occupying lodgings on a transient basis. Seven motels currently operate in the City of Bell Gardens.

City of Bell Gardens

REVENUE

Revenue Descriptions

Special Revenue Funds

Air Quality Improvement—Created by State Assembly Bill 2766, this fund accounts for monies collected from Motor Vehicle registration fees to be used to improve air quality by reducing air pollution.

CDBG—The Community Development Block Grant Program (CDBG) is a federally funded program of the U.S. Department of Housing and Urban Development. The City is projecting that \$665,604 will be received. The use of these funds is approved by the Community Development Commission and can only be used for approved projects.

Gas Tax— These funds are restricted for street purposes only. Distribution is based primarily on population. No change from prior year is expected.

Surface Transportation Program Local (STPL)—This portion of STPL funds is allocated by population to each of the cities in the County of Los Angeles. Eligible uses include construction, reconstruction, rehabilitation, resurfacing, restoration, and operational improvements for highways.

PROP A—Transit Tax—The City receives twenty five percent of the one-half percent Prop A Sales Tax, approved by voters in 1980. The L.A. County Metropolitan Transportation Authority (MTA) distributes these funds to Los Angeles County cities on a proportional population basis. The funds are to be used for the development of transit programs within guidelines established by the MTA. The estimates are provided by MTA.

PROP C—Transit Tax—The City receives twenty percent of the one-half percent Prop C Sales Tax, approved by voters in 1990. These funds are distributed by the MTA in the same manner as Prop A funds. The funds are to be used for improving, expanding and maintaining public transit services. These expenditures must be consistent with the County's Congestion Management Program. The estimates are provided by MTA.

Residential Waste Management Franchise Fees—Collected for curbside residential pickup which are generated through the City's Tax Assessor's Office. A percentage of the fees that are collected on the residential refuse curbside pickup are received by the City and are used for general purposes. The City also receives a percentage of the funds that are generated through the recycling of the refuse.

City of Bell Gardens

REVENUE

Revenue Descriptions

Commercial Waste Hauler Management Franchise Fees —The City has a non-exclusive commercial waste hauler franchise agreement. Commercial waste haulers pay an annual franchise fee of \$2,500 and remit 15% of fees to the City.

Used Oil Recycling Grant—State monies granted to the City for use in encouraging citizens to drop off used oil at the City’s designated locations sponsored a few times per year.

Beverage Container Recycling Grant– State monies granted to the City for use in encouraging the community to recycle aluminum , plastic, and glass containers.

Public Safety Augmentation Fund—Monies derived from the City’s 1/2 percent sales tax initiative to be used for police services.

State COPS (SLESF)—Annually \$100,000 is given to the City from the State of California for specific police expenditures to be adopted by Council.

LLEBG—Federal monies from the Local Law Enforcement Block Grant for specific law enforcement expenditures.

OJJDP Boxing—Office of Juvenile Justice Delinquency Program providing federal monies for community youth boxing programs.

COPS Tech —Federal monies providing for communication improvements for the police department.

Academic Pursuit—Accounts for interest income generated from designated principal on the General Fund to be used only for Academic Grants to qualified residents of the City of Bell Gardens.

Asset Seizure—Accounts for assets taken in, held and later released by the court in carrying out law enforcement activities.

Retiree Benefits—Accounts for health insurance payment coverage from retired City employees.

City of Bell Gardens

REVENUE

Revenue Descriptions

Enterprise Funds

Water—To account for water operations and maintenance recovered through use charges (water fees).

Golf Course—To account for golf course operations and maintenance recovered through green fees, cart rentals, etc.

Capital Projects

Successor Agency to the Community Development Commission Capital Projects Area #1—To account for capital projects in the Community Development Commission Project Area #1.

Successor Agency to the Community Development Commission Capital Projects Central City—To account for capital projects in the Community Development Commission Central City project area.

Transportation Development Act—SB 821 allows the City to request specifically allocated monies for the purpose of constructing bike and pedestrian paths. The estimates are provided by MTA.

Debt Service

Successor Agency to the Community Development Commission Debt Service Area #1—To account for the debt service payments for outstanding bonds for Community Development Commission Project Area #1.

Successor Agency to the Community Development Commission Debt Service Central City—To account for the debt service payments for outstanding bonds for Community Development Commission Central City project area.

Successor Agency to the Community Development Commission Debt Service BG Marketplace—To account for the debt service payment for the outstanding loan for the Bell Gardens Marketplace.

City of Bell Gardens

Revenue Summary Fiscal Year 2014-15

Object No.	Account Description	2012-13 Actual	2013-14 Adopted	2013-14 Projected	2014-15 Adopted
General Fund (110)					
3100-					
3120	Property Taxes	1,014,974	935,000	1,025,124	1,036,000
3127	Post ABx126 Pass Throughs	138,015	-	-	-
3210	Sales & Use Tax	2,533,682	2,475,000	2,616,000	2,850,000
3220	Transient Occupancy Tax	258,665	265,000	275,000	300,000
3240	Real Property Transfer Tax	33,368	30,000	28,265	30,000
3250	Business License Fees	249,097	265,000	300,170	310,000
3252	Bicycle Club Fees	9,683,860	10,050,000	9,851,000	10,050,000
3302	Bulletproof Vest Partnership (USDOJ)	2,284	-	7,217	6,000
3303	Prop A Bond Maint Grant (LACO)	-	33,400	33,400	11,500
3310	Motor Vehicle In-Lieu	3,688,576	3,750,000	3,750,000	3,900,000
3360	Recreation Grants (Non-Federal)	-	-	-	-
3370	Homeowners Exemption	7,317	7,700	7,700	7,700
3375	AB 1389 Pass Thru BG Tax District 1	-	-	-	-
3389	MTA Grants	4,344	-	-	-
3410	Building Permits	155,174	152,000	356,056	160,000
3411	PW Encroachment Permit Fees	58,894	35,000	35,000	36,750
3420	Animal Licenses	54,597	54,000	60,000	70,000
3440	Other Licenses & Permits	2,100	1,000	1,000	1,000
3441	Industrial Waste Permits	25,881	27,000	27,000	27,500
3510	Parking Violations (DMV)	64,062	72,000	54,646	65,000
3520	Parking and other Violations	217,718	240,000	220,000	225,000
3525	Administrative Fines	380	1,000	1,000	1,000
3610	Interest Income	15,140	15,000	15,140	22,000
3613	Interest- Cash with Fiscal Agent	(4,241)	10,000	10,000	10,000
3615	Advances Interest	-	-	-	-
3620	Utility Franchises	264,629	270,000	290,000	300,000
3625	Waste Hauler Franchise Fees	182,005	176,000	176,000	176,000
3630	Cable TV Franchises	73,781	75,000	75,000	75,000
3635	Towing Services Franchise	69,268	75,000	65,000	67,000
3640	Rent & Concessions	86,543	80,000	91,000	90,000
3641	Parking Lot Rental	1,839,044	1,839,044	2,022,948	2,206,848
3642	Ground Lease	1,565,845	1,374,120	1,537,358	1,515,310
3643	Lease Revenue- TL	249,273	283,000	241,160	250,205
3710	Recreation Fees (Kreative Kids)	12,955	12,500	12,500	12,500
3715	Bus Pass Sales	8,344	10,500	9,100	9,350
3718	Trips	7,165	7,100	9,000	7,800
3720	Planning & Zoning Fees	26,127	31,000	32,000	31,500
3721	Leagues	13,895	20,000	22,000	20,000
3722	Special Programs	41,236	50,000	45,401	45,000
3730	Police Service Fees	30,495	31,000	31,000	31,000
3731	False Alarm Fees	4,775	6,000	6,000	6,000
3732	Card Club Application Fees	60,770	42,000	48,000	46,000
3740	Trash Removal	4,669	3,000	10,000	10,000
3760	Library Maintenance	20,815	20,815	20,815	20,815
3770	City Clerk Fees	13,125	6,000	20,000	12,000
3771	Classes	34,373	39,000	39,000	39,000
3775	Pool Fees	45,205	45,000	38,025	38,000

City of Bell Gardens

Revenue Summary *Fiscal Year 2014-15*

Object No.	Account Description	2012-13 Actual	2013-14 Adopted	2013-14 Projected	2014-15 Adopted
3810	Other Revenue	15,936	15,002	20,000	270,000
3815	Special Events Revenue	-	10,000	-	-
3816	Restricted Donations	2,350	-	-	-
3817	Donations-Parks Dept.	7,891	10,000	-	-
3818	Ford Park Sponsorship	-	-	-	-
3820	Refunds & Reimbursements	349,687	30,000	40,000	40,000
3821	Post Reimbursements	32,754	25,000	40,000	30,000
3822	SB 90 Reimbursement	11,748	12,500	13,133	12,500
3823	Bus Shelter	12,480	12,480	12,480	12,480
3824	Overtime Reimbursement	3,288	20,000	20,000	90,000
3830	P.D. Impound	219,270	210,000	140,000	165,000
3900	Operating Transfers In	323,227	280,249	280,249	889,459
3950	Bond Proceeds	-	-	-	-
	Total General Fund	23,836,855	23,539,410	24,080,887	25,638,217
 <u>General Fund Contingency (111)</u>					
3900	Operating Transfers In	200,000	200,000	200,000	200,000
	Total General Contingency Fund	200,000	200,000	200,000	200,000
 <u>Grant Fund Capital Projects (115)</u>					
3371	Safe Routes to Schools (State)	93,573	-	-	-
3374	Reimbursable Grants- Federal	-	-	8,965	201,643
3376	Reimbursable Grants- Non Federal	-	-	-	-
3380	STPL	293,018	-	65,658	-
3381	MTA - I710 Project	63,769	-	-	-
3385	Safe Routes to Schools (Federal)	364,680	-	-	-
3392	Mtns. Rec. & Cons. Authority Grant	37,996	-	-	-
3399	Field #5 Renovation Grant - LACO	500,000	118,524	-	-
3402	DOT-Safe and Healthy Kids	59,843	-	-	-
3816	Restricted Donations	65,000	-	-	-
3900	Operating Transfers In	-	-	-	-
	Total General Fund Capital Projects Fund	1,477,879	118,524	74,623	201,643
 <u>Recreation Fund (120)</u>					
3373	US Soccer Grant	15,000	-	-	-
3610	Interest Income	12	-	-	-
3711	Classes	-	-	-	-
3712	Trips	-	-	-	-
3713	Leagues	-	-	-	-
3715	Special Programs	-	-	-	-
3717	Golf	-	-	-	-
3816	Restricted Donations	-	-	-	-
	Total Recreation Fund	15,012	-	-	-

City of Bell Gardens

Revenue Summary *Fiscal Year 2014-15*

Object No.	Account Description	2012-13 Actual	2013-14 Adopted	2013-14 Projected	2014-15 Adopted
<u>Public Safety Augmentation Fund (151)</u>					
3610	Interest Income	-	-	-	-
3730	Police Service Fee	157	-	-	-
3733	Red Light Camera	-	-	-	-
3850	Grant Revenue	100,306	101,000	105,000	108,000
3900	Operating Transfers In	204,869	137,000	137,000	175,250
	Total Public Safety Augmentation Fund	305,332	238,000	242,000	283,250
<u>State COPS-SLESF Fund (152)</u>					
3610	Interest Income	141	300	300	300
3850	Grant Revenue	100,000	100,000	100,000	100,000
	Total State COPS-SLESF Fund	100,141	100,300	100,300	100,300
<u>COPS Grant - 2010 Fund (153)</u>					
3610	Interest Income	-	-	-	-
3850	Grant Revenue	36,659	-	-	-
3900	Operating Transfer In - General Fund	365,680	-	-	-
	Total COPS-2010 Fund	402,339	-	-	-
<u>ABC Grant Fund (154)</u>					
3610	Interest Income	25	-	-	-
3850	Grant Revenue	36,671	-	9,757	10,000
	Total ABC Grant Fund	36,696	-	9,757	10,000
<u>Homeland Security Grant Fund (155)</u>					
3610	Interest Income	-	-	-	-
3850	Grant Revenue	-	-	-	-
	Total ABC Grant Fund	-	-	-	-
<u>JAG Grant Fund (171)</u>					
3301	2009 ARRA JAG	11,438	-	-	-
3302	JAG Grant	11,594	-	37,857	15,000
3610	Interest Income	2	-	-	10
	Total 2009 JAG Grant Fund	23,034	-	37,857	15,010
<u>Vehicle Replacement Fund - Police (180)</u>					
3610	Interest Income	75	150	150	150
3812	Vehicle Replacement Charges	-	-	-	-
	Total Vehicle Replacement Fund - Police	75	150	150	150
<u>Vehicle Replacement Fund - Comm Dev (181)</u>					
3610	Interest Income	-	-	-	-
3812	Vehicle Replacement Charges	-	-	-	-
	Total Vehicle Replacement Fund - Comm Dev	-	-	-	-

City of Bell Gardens

Revenue Summary Fiscal Year 2014-15

Object No.	Account Description	2012-13 Actual	2013-14 Adopted	2013-14 Projected	2014-15 Adopted
<u>Vehicle Replacement Fund - Public Works (182)</u>					
3610	Interest Income	3	-	3	4
3812	Vehicle Replacement Charges	-	-	-	-
	Total Vehicle Replacement Fund - Public Works	3	-	3	4
<u>Gas Tax Fund (210)</u>					
3305	Sec 2105 Apportionment	203,365	219,571	226,628	209,253
3306	Special Improvements (2106)	146,006	150,358	181,181	167,647
3307	State Gas Tax (2107)	333,242	326,905	278,499	257,115
3308	Highway Users (2107.5)	6,000	6,000	6,000	6,000
3340	Traffic Congestion Relief	-	-	-	-
3342	State Gas Tax (2103)	369,260	665,268	633,430	455,332
3444	Traffic Congestion Relief AB 438	-	-	-	-
3610	Interest Income	-	250	250	200
3820	Refunds & Reimbursements	-	-	-	-
3900	Operating Transfer In	19,805	-	-	-
	Total Gas Tax Fund	1,077,678	1,368,352	1,325,988	1,095,547
<u>Residential Waste Fund (240)</u>					
3390	Waste Hauler Tonnage Fees	1,759,516	1,775,000	1,736,784	1,635,000
3610	Interest Income	-	-	-	-
3625	Waste Hauler Franchise Fees	-	-	-	110,000
3810	Misc Revenue	-	-	-	-
	Total Residential Waste Fund	1,759,516	1,775,000	1,736,784	1,745,000
<u>Waste Management Fund (250)</u>					
3390	Trash Tonnage Fees	-	-	-	-
3610	Interest Income	1,168	1,500	1,200	1,200
3625	Waste Hauler Franchise Fees	273,008	265,000	264,306	160,000
	Total Waste Management Fund	274,176	266,500	265,506	161,200
<u>CDBG Fund (260)</u>					
3381	CDBG	189,079	102,654	102,654	37,110
3382	Sec 108 Loan Proceeds	558,489	562,950	562,950	568,988
3400	Program Income	-	-	-	-
3401	Program Income-Ford Park	-	-	-	-
3500	CDBG Misc. Income (Prog.Inc.)	-	-	-	-
3610	Interest Income	-	-	-	-
3642	Lease Proceeds	-	-	-	-
3810	Other Revenue	-	-	-	-
3900	Operating Transfer In	5,647	-	-	-
	Total CDBG Fund	753,215	665,604	665,604	606,098

City of Bell Gardens

Revenue Summary *Fiscal Year 2014-15*

Object No.	Account Description	2012-13 Actual	2013-14 Adopted	2013-14 Projected	2014-15 Adopted
<u>CDBG - Recovery (263)</u>					
3381	CDBG	46,068	-	-	-
3900	Operating Transfers In	2,117	-	-	-
	Total CDBG - Recovery Fund	48,185	-	-	-
<u>Prop "A" Sales Tax Fund (280)</u>					
3211	Prop A - Sales Tax	726,296	718,808	718,808	743,099
3315	National Transit Database Reporting	73,826	75,000	75,000	63,645
3610	Interest Income	586	500	500	500
3713	DART Fares	-	-	-	-
3714	Trolley Fares	-	-	-	-
3810	Other Revenue	-	-	-	-
3900	Transfers in	4,250	-	-	-
	Total Prop "A" Sales Tax Fund	804,958	794,308	794,308	807,244
<u>Prop "C" Sales Tax Fund (281)</u>					
3211	Prop C - Sales Tax	603,351	596,232	596,232	616,381
3380	STPL	-	-	-	-
3610	Interest Income	134	1,400	400	400
3713	DART Fares	31,703	33,000	29,000	30,500
3714	Trolley Fares	58,979	54,000	57,420	55,000
3810	PCA Reimbursements	24,000	-	48,000	48,000
	Total Prop "C" Sales Tax Fund	718,167	684,632	731,052	750,281
<u>Air Quality Improvement Fund (282)</u>					
3312	AB 2766 Fees	37,606	50,565	50,682	51,000
3391	AQMD - Grants	-	-	-	-
3610	Interest Income	127	250	200	175
	Total Air Quality Improvement Fund	37,733	50,815	50,882	51,175
<u>Used Oil Recycling Grant Fund (283)</u>					
3610	Interest Income	11	21	30	40
3820	Used Oil Grant	19,436	23,002	23,000	22,000
	Total Used Oil Recycling Grant Fund	19,447	23,023	23,030	22,040
<u>Beverage Container Grant Fund (284)</u>					
3610	Interest Income	164	300	170	200
3820	Beverage Container Grant	11,585	12,000	12,565	12,000
	Total Beverage Container Grant Fund	11,749	12,300	12,735	12,200
<u>Measure R Sales Tax Fund (285)</u>					
3211	Measure R Sales Tax	451,291	447,173	447,173	462,291
3610	Interest Income	159	700	400	400
	Total Measure R Sales Tax Fund	451,450	447,873	447,573	462,691

City of Bell Gardens

Revenue Summary *Fiscal Year 2014-15*

Object No.	Account Description	2012-13 Actual	2013-14 Adopted	2013-14 Projected	2014-15 Adopted
<u>Academic Pursuit Fund (300)</u>					
3610	Interest Income	669	1,500	1,300	750
3816	Other Donations	-	-	-	-
3819	Loan Repayment	24,475	25,000	75,000	50,000
	Total Academic Pursuit Fund	25,144	26,500	76,300	50,750
<u>TDA Article 3 Fund (340)</u>					
3393	SB 821-Pedestrian	23,208	26,798	38,905	28,015
3610	Interest Income	35	10	40	40
	Total TDA Article 3 Fund	23,243	26,808	38,945	28,055
<u>Ford Park Capital Impr Fund (361)</u>					
3005	CDBG	-	-	-	-
3300	Subventions and Grants	-	-	-	-
3381	CDBG	-	-	-	-
3382	CDBG - Sec 108 Loan Proceeds	-	-	-	-
3400	Program Income	13,660	14,892	14,892	14,892
3401	Program Income - Ford Park	-	-	-	-
3610	Interest Income	348	450	240	200
3640	Rent & Concessions	183,823	175,000	220,000	210,000
3721	Leagues	105,835	94,000	98,705	103,000
3810	Other Revenue	-	-	-	-
3820	Refunds & Reimbursements	-	-	-	-
3900	Operating Transfers In	-	-	-	-
	Total Ford Park Capital Impr. Fund	303,666	284,342	333,837	328,092
<u>Water Fund (510)</u>					
3610	Interest Income	40	100	-	-
3613	Interest Cash w Fiscal Agent	(13,125)	10,000	1,400	1,400
3645	Lease of Water Rights	101,500	105,000	105,000	108,500
3780	Water Sales	1,145,601	1,200,000	1,133,944	1,166,700
3810	Other Revenue	13,519	-	13,519	13,519
3900	Operating Transfers In	-	-	-	-
	Total Water Fund	1,247,535	1,315,100	1,253,863	1,290,119
<u>Golf Course Fund (520)</u>					
3640	Rent & Concessions	13,660	14,892	11,169	14,892
3717	Golf	131,120	140,000	135,911	138,000
3721	Leagues	5,560	6,000	5,664	6,200
3750	Grants	-	-	-	-
3771	Classes	-	-	-	-
3810	Other Revenue	4,088	4,500	5,959	5,100
3818	Ford Park Sponsorship	-	-	-	-
3900	Operating Transfers In From General Fund	-	-	-	-
3900	General Fund Subsidy	68,434	66,477	66,477	72,747
	Total Golf Course Fund	222,862	231,869	225,180	236,939

City of Bell Gardens

Revenue Summary *Fiscal Year 2014-15*

Object No.	Account Description	2012-13 Actual	2013-14 Adopted	2013-14 Projected	2014-15 Adopted
<u>Retiree Benefits (819)</u>					
3610	Interest Income	217	-	-	-
3820	Refunds & Reimbursements	54,846	53,000	53,000	53,000
3900	General Fund Subsidy	240,000	-	552,420	516,000
	Total Retiree Benefits Fund	<u>295,063</u>	<u>53,000</u>	<u>605,420</u>	<u>569,000</u>
<u>Asset Seizure & Forfeiture Fund (830)</u>					
3610	Interest Income	1,040	2,500	1,200	1,200
3811	Asset Forfeitures	97,996	150,000	120,000	120,000
3900	Operating Transfers In	-	-	-	-
	Total Asset Seizure & Forfeiture Fund	<u>99,036</u>	<u>152,500</u>	<u>121,200</u>	<u>121,200</u>
<u>SA Cap. Proj. Area #1 Fund (900)</u>					
3610	Interest Income	-	-	-	-
3810	Other Revenue	-	-	-	-
3900	Operating Transfer In	-	-	150,522	148,744
3950	Bond Proceeds	-	-	-	-
	Total SA Capital Proj. Area 1 Fund	<u>-</u>	<u>-</u>	<u>150,522</u>	<u>148,744</u>
<u>SA Debt Svc-Area #1 Fund (901)</u>					
3120	Tax Increment Revenue	-	-	-	-
3121	State Tax Increment Revenue	-	-	-	-
3125	ERAF Shift	-	-	-	-
3610	Interest Income	-	-	-	-
3613	Interest Cash w Fiscal Agent	(34,003)	-	1,000	1,000
3652	Gain or Loss on Investment	-	-	-	-
3900	Operating Transfer In	818,620	-	777,378	824,521
3950	Bond Proceeds	-	-	-	-
	Total SA Debt Svc-Area1 Fund	<u>784,617</u>	<u>-</u>	<u>778,378</u>	<u>825,521</u>
<u>SA Special Fund-Area #1 Fund (903)</u>					
3120	Tax Increment Revenue	-	1,550,000	-	-
3122	Abx 1-26 payments- RPTTF	1,511,342	-	1,550,000	973,265
3610	Interest Income	-	-	-	-
	Total SA Special Fund-Area 1 Fund	<u>1,511,342</u>	<u>1,550,000</u>	<u>1,550,000</u>	<u>973,265</u>
<u>SA Cap. Proj. Central City Fund (930)</u>					
3610	Interest Income	-	-	-	-
3640	Rent & Concessions	-	-	-	-
3641	Parking Lot Rental	-	-	-	-
3642	Lease Proceeds	-	-	-	-
3646	Bicycle Casino Fwy Sign	-	-	-	-
3650	Sale of Real Estate	-	-	-	-
3810	Other Revenue	-	-	-	-
3819	Loan Repayments	-	-	-	-
3900	Operating Transfer In	-	-	150,799	148,744
3950	Bond Proceeds	-	-	-	-
	Total SA Cap. Proj. Central City Fund	<u>-</u>	<u>-</u>	<u>150,799</u>	<u>148,744</u>

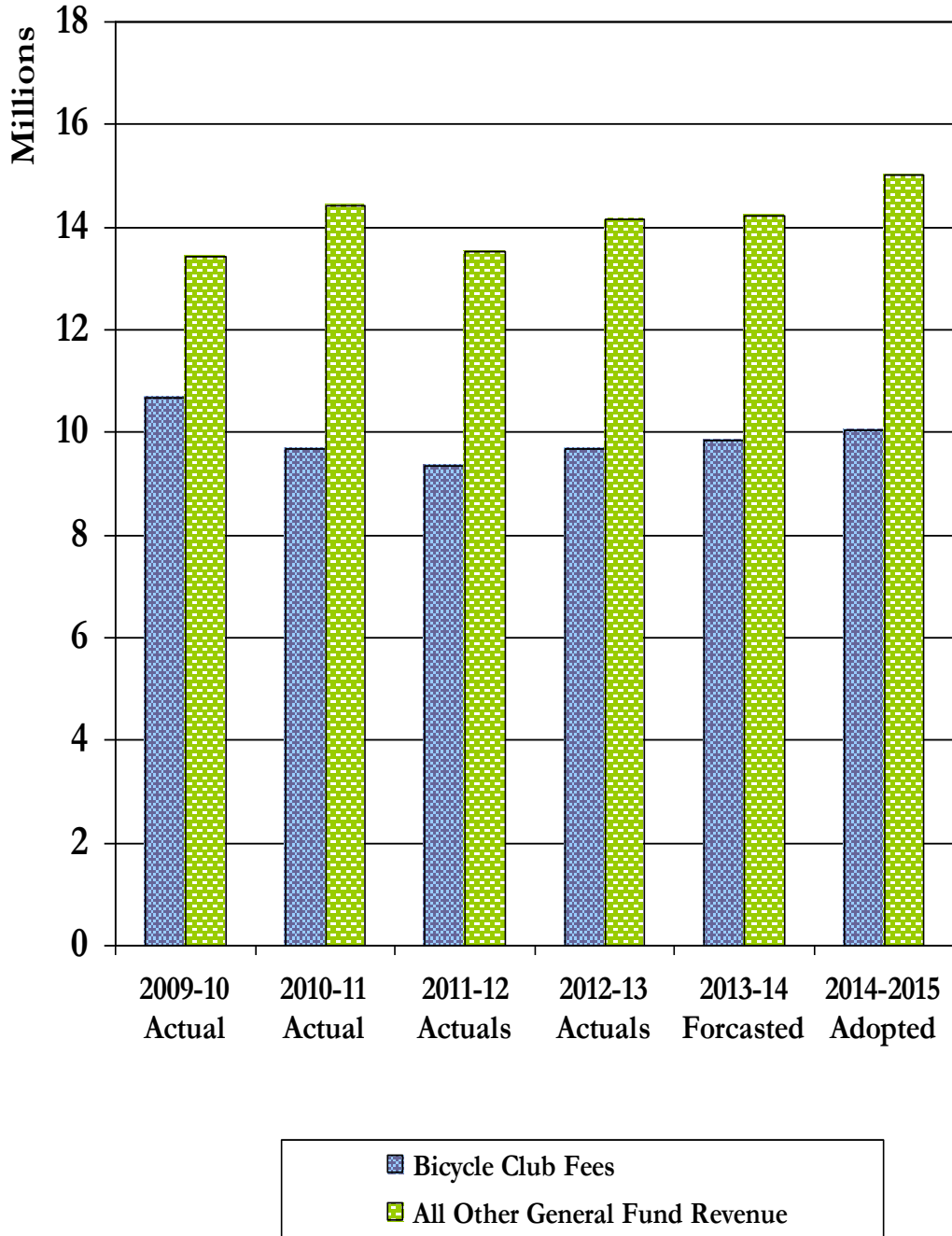
City of Bell Gardens

Revenue Summary *Fiscal Year 2014-15*

Object No.	Account Description	2012-13 Actual	2013-14 Adopted	2013-14 Projected	2014-15 Adopted
<u>SA Debt Svc-Central City Fund (931)</u>					
3120	Tax Increment Revenue	-	-	-	-
3125	ERAF Shift	-	-	-	-
3126	AB1290 Tax Incr Pass Thru	-	-	-	-
3610	Interest Income	-	-	-	-
3613	Interest Cash w Fiscal Agent	(38,306)	-	-	-
3652	Gain or Loss on Investment	-	-	-	-
3900	Operating Transfers In	664,602	-	995,072	995,937
3950	Bond Proceeds	-	-	-	-
	Total SA Debt Svc-Central City Fund	<u>626,296</u>	<u>-</u>	<u>995,072</u>	<u>995,937</u>
<u>Successor to RDA Special Fund(933)</u>					
3122	ABx1-26 Payments-RPTTF	2,095,648	2,150,000	1,145,871	1,144,681
	Total Successor to RDA Special Fund	<u>2,095,648</u>	<u>2,150,000</u>	<u>1,145,871</u>	<u>1,144,681</u>
<u>SA Debt Svc-BG Marketplace Fund (934)</u>					
3120	Tax Increment Revenue	-	-	-	-
3610	Interest Income	-	-	-	-
3642	Lease Proceeds	-	-	-	-
3900	Operating Transfer In	786,312	-	-	-
	Total Debt Svc-BG Marketplace Fund	<u>786,312</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Successor Agency Housing Fund</u>					
3610	Interest Income	-	-	-	-
3800	Miscellaneous	-	-	75,984	-
3801	Residual Receipts	25,095	-	10,255	10,255
3819	Loan Repayments	14,842	-	61,505	25,000
3900	Operating Transfer In	546,603	-	-	-
	Total Debt Svc-Successor Agency Housing Fund	<u>586,540</u>	<u>-</u>	<u>147,744</u>	<u>35,255</u>
	Total All Funds	<u>40,960,944</u>	<u>36,074,910</u>	<u>38,372,170</u>	<u>39,058,352</u>

City of Bell Gardens

Bicycle Casino Revenue vs. All Other General Fund Revenue



City of Bell Gardens

CITY COUNCIL

Purpose

The City Council is accountable to the residents of Bell Gardens for policymaking, the enactment of local laws, and the planning and implementation of programs and services to meet the community's needs. To accomplish these goals, the City Council adopts an annual budget, approves all ordinances and resolutions, and authorizes funding to ensure efficient and effective City operations.

Objectives

- Continue to decrease local crime by focusing on gang and narcotics offenses using the latest crime-fighting technology, and strengthening the community's involvement.
- Attract and retain quality businesses that supply much needed jobs and contribute to the economic stability of the community.
- Enhance the visual attractiveness of the City by allocating funds to resurface streets, improve traffic and pedestrian safety around schools, improve lighting in parks, maintain city's urban forest by trimming and planting trees, maintain public infrastructure and implement other capital improvement projects.
- Provide quality recreational programs and services for the youth and families in the community while keeping costs affordable.

Positions

Full-Time

1 Executive Assistant to the City Council

Part-Time

None

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

CITY COUNCIL

**Division: City Council
Fund Name: General
Fund – 110
Division No. 4110**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 298,596	\$ 305,043	\$ 297,317	\$ 261,719
Maintenance & Supply	8,037	10,000	6,409	10,000
Contractual Services	40,609	75,600	53,890	75,600
Capital Outlay	164	3,500	8,166	3,500
Total	<u>\$ 347,406</u>	<u>\$ 394,143</u>	<u>\$ 365,782</u>	<u>\$ 350,819</u>
<u>Funding Source</u>				
General Fund	<u>\$ 347,406</u>	<u>\$ 394,143</u>	<u>\$ 365,782</u>	<u>\$ 350,819</u>

City of Bell Gardens

City Council
110-4110

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4110-0100	Salaries	112,634	112,466	112,822	83,960
4110-0120	Vacation/Sick Leave Buyout	1,206	1,206	1,205	-
4110-0150	Auto/Cell Allowance	48,742	48,600	48,261	54,000
4110-0200	Overtime	-	1,000	-	-
4110-0220	Part Time	-	-	-	-
4110-0300	Retirement	17,998	18,345	16,146	9,194
4110-0310	Social Security	-	-	0	-
4110-0320	Medicare	2,358	2,353	2,375	2,000
4110-0350	Unemployment	-	314	-	314
4110-0400	Health Insurance	111,678	115,901	112,141	108,220
4110-0420	Workers Compensation	3,980	4,859	4,366	4,030
Total	Personnel Services	298,596	305,043	297,317	261,719
Maintenance & Supply					
4110-1010	Office Supplies	2,281	5,000	1,633	5,000
4110-1200	Postage	5,756	5,000	4,776	5,000
Total	Maintenance & Supply	8,037	10,000	6,409	10,000
Contractual Services					
4110-2070	General Promotion	19,006	31,600	23,541	31,600
4110-2200	Membership Dues	577	1,500	659	1,500
4110-2210	Conference, Meetings, Travel	20,976	35,000	29,678	35,000
4110-2800	Contractual Services	50	7,500	13	7,500
Total	Contractual Services	40,609	75,600	53,890	75,600
Capital Outlay					
4110-3050	Capital Outlay	164	3,500	8,166	3,500
Total	Capital Outlay	164	3,500	8,166	3,500
Total	City Council	347,406	394,143	365,782	350,819

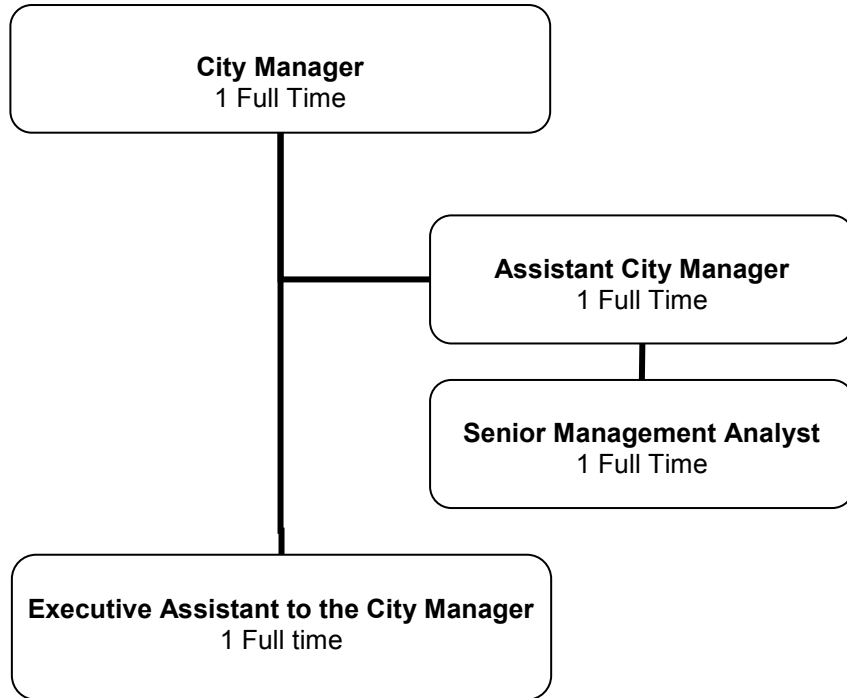
City of Bell Gardens



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City of Bell Gardens

City Manager Organization Chart



City of Bell Gardens

CITY MANAGER

Purpose

The City Manager, as the chief executive officer, directs and manages the daily administration functions for the City of Bell Gardens and in this capacity, ensures the delivery of high quality services in a timely, responsible and cost effective manner. The City Manager leads the senior management team, and is responsible for the efficient administration of all departments of the City government. The City Manager oversees the enforcement of all relevant state and federal laws and municipal ordinances as well as the preparation of the annual fiscal year budget. The City Manager is also responsible for managing the overall budget after adoption by the City Council and managing the economic redevelopment activities of the City.

Objectives

- Oversee labor negotiations with the multiple bargaining units.
- Set the overall strategic direction for short and long-term organizational goals.
- Motivate and monitor performance to ensure that standards are met, that priorities are pursued and high quality City services are consistently delivered.
- Provide staff support and administrative assistance to the City Council.
- Improve service delivery to residents in a cost effective manner.
- Enforce all laws and ordinances as prescribed in the Municipal Code.
- Promote the efficient administration of all City Departments.
- Continue to act upon the requests of the City Council and their constituents.
- Provide oversight of special projects and programs.
- Provide assistance to residents to facilitate problem solving.
- Maintain open communications between the City Council, all City Departments, businesses and residents.

Positions

Full Time

1 City Manager
1 Assistant City Manager
1 Senior Management Analyst
1 Executive Assistant to the City Manager

Part Time

None

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

CITY MANAGER

**Division: City Manager
Fund Name: General
Fund – 110
Division No. 4111**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 701,128	\$ 720,352	\$ 723,341	\$ 752,406
Maintenance & Supply	1,604	4,500	626	4,500
Contractual Services	42,421	170,500	51,953	170,500
Capital Outlay	2,322	4,300	1,831	4,300
Total	<u>\$ 747,475</u>	<u>\$ 899,652</u>	<u>\$ 777,750</u>	<u>\$ 931,706</u>
 <u>Funding Source</u>				
General Fund	<u>\$ 747,475</u>	<u>\$ 899,652</u>	<u>\$ 777,750</u>	<u>\$ 931,706</u>

City of Bell Gardens

City Manager
110-4111

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4111-0100	Salaries	478,382	486,509	488,761	497,086
4111-0120	Vacation/Sick Leave Buyout	4,319	4,428	5,633	9,314
4111-0150	Auto/Cell Allowance	24,013	25,272	24,472	25,272
4111-0200	Overtime	2,016	2,000	1,144	2,000
4111-0220	Part Time	-	-	-	-
4111-0300	Retirement	76,382	79,359	80,396	86,329
4111-0310	Social Security	-	-	-	-
4111-0320	Medicare	5,020	5,029	5,144	5,141
4111-0350	Unemployment	1,083	1,206	-	1,206
4111-0400	Health Insurance	92,923	95,533	97,979	102,198
4111-0420	Workers Comp.	16,990	21,017	19,813	23,860
Total	Personnel Services	701,128	720,352	723,341	752,406
Maintenance & Supply					
4111-1010	Office Supplies	1,501	2,500	626	2,500
4111-1050	Publications	-	1,000	-	1,000
4111-1200	Postage	103	1,000	-	1,000
Total	Maintenance & Supply	1,604	4,500	626	4,500
Contractual Services					
4111-2040	Telephone	808	1,000	880	1,000
4111-2070	General Promotion	1,428	51,500	6,589	51,500
4111-2200	Membership & Dues	31,744	50,000	31,828	50,000
4111-2210	Conf., Meetings, Travel	3,441	23,000	2,416	23,000
4111-2800	Contractual Services	5,000	45,000	10,239	45,000
Total	Contractual Services	42,421	170,500	51,953	170,500
Capital Outlay					
4111-3050	Furniture & Equipment	2,322	4,300	1,831	4,300
Total	Capital Outlay	2,322	4,300	1,831	4,300
Total	City Manager	747,475	899,652	777,750	931,706

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

CITY MANAGER

**Division: City Manager
Fund Name: Successor Agency - Projects Area 1
Fund – 900
Division No. 4111**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 35,820	\$ 21,271	\$ 18,401	\$ 21,947
Total	<u>\$ 35,820</u>	<u>\$ 21,271</u>	<u>\$ 18,401</u>	<u>\$ 21,947</u>
<u>Funding Source</u>				
Successor Agency - Project Area 1	<u>\$ 35,820</u>	<u>\$ 21,271</u>	<u>\$ 18,401</u>	<u>\$ 21,947</u>

City of Bell Gardens

**City Manager
900-4111**

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4111-0100	Salaries	25,130	14,797	14,766	15,126
4111-0120	Vacation/Sick Leave Buyout	211	127	127	287
4111-0150	Auto/Cell Allowance	1,501	864	8	864
4111-0200	Overtime	-	-	-	-
4111-0220	Part Time	-	-	-	-
4111-0300	Retirement	3,988	2,414	2,424	2,627
4111-0310	Social Security	-	-	-	-
4111-0320	Medicare	214	122	457	124
4111-0350	Unemployment	-	25	-	25
4111-0400	Health Insurance	3,885	2,284	22	2,167
4111-0420	Workers Comp.	891	639	597	726
Total	Personnel Services	35,820	21,271	18,401	21,947
Total	City Manager	35,820	21,271	18,401	21,947

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2014-15

CITY MANAGER

Division: City Manager
 Fund Name: Successor Agency - Central City
 Fund – 930
 Division No. 4111

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 476	\$ 21,271	\$ 18,067	\$ 21,947
Total	<u>\$ 476</u>	<u>\$ 21,271</u>	<u>\$ 18,067</u>	<u>\$ 21,947</u>
 <u>Funding Source</u>				
Successor Agency Central City Project Area	<u>\$ 476</u>	<u>\$ 21,271</u>	<u>\$ 18,067</u>	<u>\$ 21,947</u>

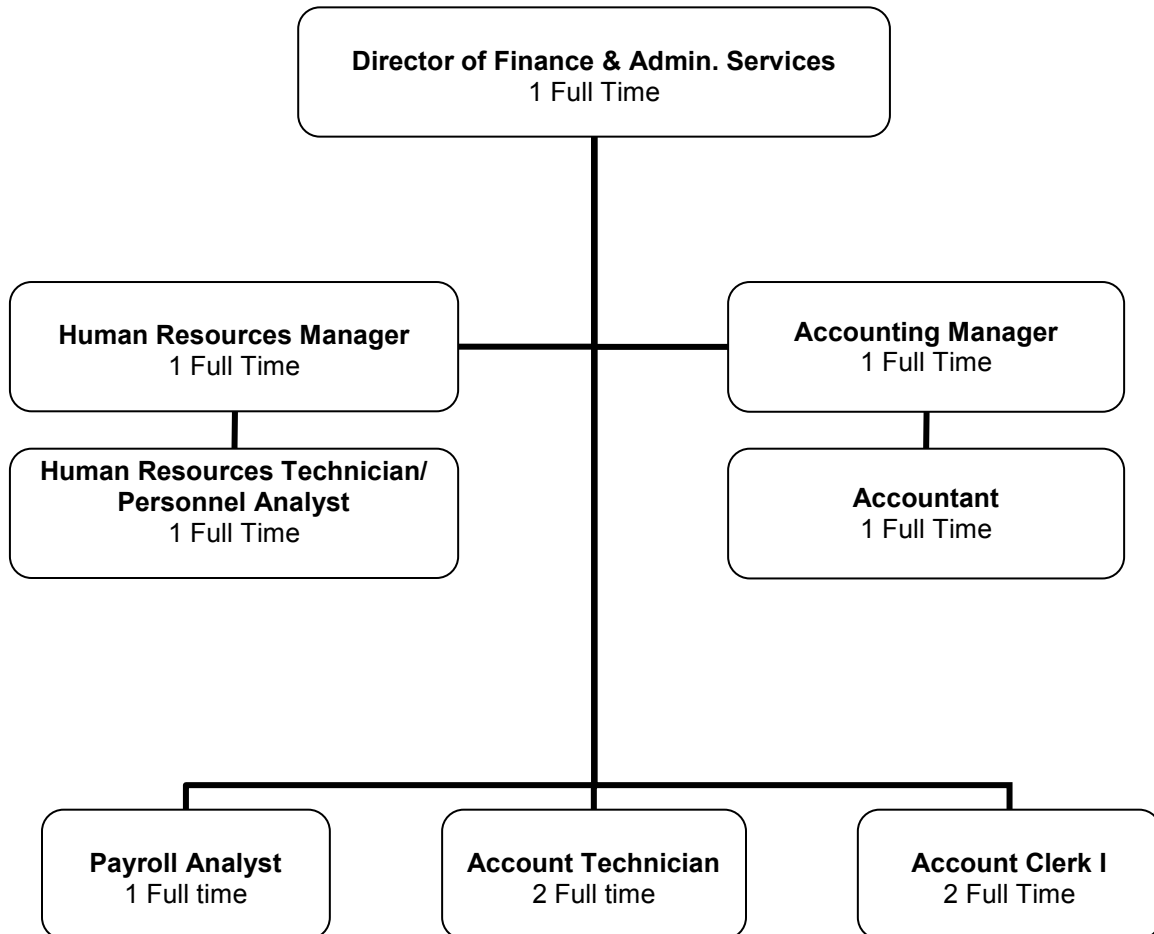
City of Bell Gardens

City Manager
930-4111

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4111-0100	Salaries	318	14,797	14,766	15,126
4111-0120	Vacation/Sick Leave Buyout	-	127	127	287
4111-0150	Auto/Cell Allowance	20	864	8	864
4111-0200	Overtime	-	-	-	-
4111-0220	Part Time	-	-	-	-
4111-0300	Retirement	61	2,414	2,424	2,627
4111-0310	Social Security	-	-	-	-
4111-0320	Medicare	3	122	123	124
4111-0350	Unemployment	-	25	-	25
4111-0400	Health Insurance	61	2,284	22	2,167
4111-0420	Workers Comp.	13	639	597	726
Total	Personnel Services	476	21,271	18,067	21,947
Total	City Manager	476	21,271	18,067	21,947

City of Bell Gardens

Finance and Administrative Services Organization Chart



City of Bell Gardens

FINANCE AND ADMINISTRATIVE SERVICES

Division: Personnel

Purpose

To attract and retain a qualified workforce and foster a positive work environment that values all employees. The Personnel division strives to provide courteous, friendly and efficient service in all areas of human resources while cultivating an organizational philosophy that fosters inclusiveness, cooperation, and efficiency.

Current Year Accomplishments

- Conducted labor negotiations with 5 bargaining groups, resulting in reaching successor MOU agreements with all 5 bargaining units.
- Administered the City's employee benefits programs.
- Implemented cost-saving Alternative Retirement System for part-time employees.
- Negotiated and implemented cost savings health benefits changes.
- Reduced turnaround period for recruitment processes.
- Expanded visibility in recruitment efforts by employing targeted advertising strategies.
- Successfully addressed and resolved a variety of employee relations matters.
- Offered employee training in the areas of safety and professional development.

Objectives

- Update and revise the City's Personnel Rules and Regulations.
- Update City-wide class specifications.
- Prepare for the implementation of the Affordable Care Act in 2015.

Positions

Full-Time

1 Human Resources Manager
1 Human Resources Technician or 1 Personnel Analyst

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

FINANCE & ADMINISTRATIVE SERVICES

**Division: Personnel
Fund Name: General
Fund – 110
Division No. 4220**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 178,155	\$ 179,557	\$ 155,770	\$ 179,007
Maintenance & Supply	2,125	2,900	1,823	2,700
Contractual Services	23,945	38,850	24,091	71,900
Capital Outlay	35	1,200	1,187	1,500
Total	<u>\$ 204,260</u>	<u>\$ 222,507</u>	<u>\$ 182,871</u>	<u>\$ 255,107</u>
 <u>Funding Source</u>				
General Fund	<u>\$ 204,260</u>	<u>\$ 222,507</u>	<u>\$ 182,871</u>	<u>\$ 255,107</u>

City of Bell Gardens

**FINANCE DEPARTMENT
Personnel Administration
110-4220**

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4220-0100	Salaries	111,383	101,649	100,908	105,740
4220-0120	Vacation/Sick Leave Buyout	-	-	-	1,955
4220-0150	Auto/Cell Allowance	3,020	4,320	4,183	3,780
4220-0200	Overtime	-	-	-	-
4220-0220	Part-time	28,500	32,500	7,380	20,000
4220-0300	Retirement	14,482	12,696	13,679	14,254
4220-0310	Social Security	-	2,015	-	-
4220-0320	Medicare	2,072	1,537	1,679	1,616
4220-0350	Unemployment	-	521	-	490
4220-0400	Health Insurance	14,293	19,929	23,412	26,096
4220-0420	Workers Comp.	4,405	4,391	4,530	5,076
Total	Personnel Services	178,155	179,557	155,770	179,007
Maintenance & Supply					
4220-1010	Office Supplies	1,493	2,000	1,466	2,000
4220-1050	Publications	135	100	-	100
4220-1200	Postage	497	800	358	600
4220-1300	Reproduction	-	-	-	-
Total	Maintenance & Supply	2,125	2,900	1,823	2,700
Contractual Services					
4220-2060	Non-Legal Advertising	222	2,000	-	2,000
4220-2160	Mileage Reimbursement	48	100	-	150
4220-2200	Membership & Dues	262	250	227	250
4220-2210	Conf., Meetings, Travel	188	500	848	1,500
4220-2510	Comm Equip Maint & Repair	-	-	-	-
4220-2700	Employee Medical Examinations	9,774	12,000	9,546	12,000
4220-2701	Employee Recruitment	394	5,000	5,363	6,000
4220-2702	Special Recruitment	765	-	-	-
4220-2710	Training	-	500	-	500
4220-2711	Education Reimbursement	7,683	10,500	2,984	10,500
4220-2800	Contractual Services	4,609	8,000	5,122	39,000
Total	Contractual Services	23,945	38,850	24,091	71,900
Capital Outlay					
4220-3050	Furniture & Equipment	35	1,200	1,187	1,500
Total	Capital Outlay	35	1,200	1,187	1,500
Total	Personnel Administration	204,260	222,507	182,871	255,107

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2014-15

FINANCE & ADMINISTRATIVE SERVICES

Division: Personnel
Fund Name: Gas Tax Fund
Fund – 210
Division No. 4220

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ -	\$ -	\$ -	\$ 14,161
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 14,161</u>
 <u>Funding Source</u>				
Gas Tax	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 14,161</u>

City of Bell Gardens

FINANCE DEPARTMENT
Personnel Administration
210-4220

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4220-0100	Salaries	-	-	-	9,386
4220-0120	Vacation/Sick Leave Buyout	-	-	-	174
4220-0150	Auto/Allowance	-	-	-	270
4220-0200	Overtime	-	-	-	-
4220-0220	Part-time	-	-	-	-
4220-0300	Retirement	-	-	-	1,337
4220-0310	Social Security	-	-	-	-
4220-0320	Medicare	-	-	-	143
4220-0350	Unemployment	-	-	-	47
4220-0400	Health Insurance	-	-	-	2,353
4220-0420	Workers Comp.	-	-	-	451
Total	Personnel Services	-	-	-	
		-	-	-	
Total	Personnel Administration	-	-	-	14,161

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

FINANCE & ADMINISTRATIVE SERVICES

**Division: Personnel
Fund Name: Gas Tax Fund
Fund – 210
Division No. 4221**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 1,574	\$ 70,223	\$ 69,548	\$ 67,415
	-	-	2,145	-
Total	<u>\$ 1,574</u>	<u>\$ 70,223</u>	<u>\$ 71,693</u>	<u>\$ 67,415</u>
 <u>Funding Source</u>				
Gas Tax Fund	<u>\$ 1,574</u>	<u>\$ 70,223</u>	<u>\$ 71,693</u>	<u>\$ 67,415</u>

City of Bell Gardens

**FINANCE DEPARTMENT
Personnel Administration
210-4221**

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4220-0100	Salaries	1,006	47,598	46,313	44,501
4220-0120	Vacation/Sick Leave Buyout	-	365	634	752
4220-0150	Auto/Allowance	37	1,620	1,625	1,620
4220-0300	Retirement	161	7,487	7,138	7,246
4220-0320	Medicare	15	719	704	680
4220-0350	Unemployment	-	204	-	188
4220-0400	Health Insurance	313	10,174	11,351	10,292
4220-0420	Workers Comp.	40	2,056	1,783.93	2,136
Total	Personnel Services	1,574	70,223	69,548	67,415
Contractual Services					
4220-0420	Workers Comp.	-	-	2,145	-
Total	Personnel Services	-	-	2,145	-
Total	Personnel Administration	1,574	70,223	71,693	67,415

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2014-15

FINANCE & ADMINISTRATIVE SERVICES

Division: Personnel
Fund Name: Prop. A Sales Tax
Fund – 280
Division No. 4220

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ -	\$ -	\$ -	\$ 6,897
Total	\$ -	\$ -	\$ -	\$ 6,897
Prop. A Sales Tax	\$ -	\$ -	\$ -	\$ 6,897

City of Bell Gardens

**FINANCE DEPARTMENT
Personnel Administration
280-4220**

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4220-0100	Salaries	-	-	-	4,634
4220-0120	Vacation/Sick Leave Buyout	-	-	-	86
4220-0150	Auto/Cell Allowance	-	-	-	270
4220-0200	Overtime	-	-	-	-
4220-0220	Part-time	-	-	-	-
4220-0300	Retirement	-	-	-	511
4220-0310	Social Security	-	-	-	-
4220-0320	Medicare	-	-	-	72
4220-0350	Unemployment	-	-	-	16
4220-0400	Health Insurance	-	-	-	1,086
4220-0420	Workers Comp.	-	-	-	222
Total	Personnel Services	-	-	-	6,897
Total	Personnel Administration	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,897</u>

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

FINANCE & ADMINISTRATIVE SERVICES

**Division: Personnel
Fund Name: Prop. A Sales Tax
Fund – 280
Division No. 4221**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 337	\$ 15,174	\$ 14,374	\$ 14,151
Total	<u>\$ 337</u>	<u>\$ 15,174</u>	<u>\$ 14,374</u>	<u>\$ 14,151</u>
Prop A Sales Tax	<u>\$ 337</u>	<u>\$ 15,174</u>	<u>\$ 14,374</u>	<u>\$ 14,151</u>

City of Bell Gardens

FINANCE DEPARTMENT
Personnel Administration
280-4221

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4220-0100	Salaries	223	10,342	10,236	10,270
4220-0120	Vacation/Sick Leave Buyout	-	-	82	130
4220-0150	Auto/Cell Allowance	6	270	271	270
4220-0300	Retirement	35	1,615	1,444	1,520
4220-0320	Medicare	3	154	153	155
4220-0350	Unemployment	0	47	-	47
4220-0400	Health Insurance	61	2,299	1,820	1,266
4220-0420	Workers Comp.	9	447	368	493
Total	Personnel Services	337	15,174	14,374	14,151
Total	Personnel Administration	337	15,174	14,374	14,151

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2014-15

FINANCE & ADMINISTRATIVE SERVICES

Division: Personnel
Fund Name: Prop. C
Fund – 281
Division No. 4220

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ -	\$ -	\$ -	\$ 6,897
Total	\$ -	\$ -	\$ -	\$ 6,897
<u>Funding Source</u>				
Prop C– Taxes	\$ -	\$ -	\$ -	\$ 6,897

City of Bell Gardens

**FINANCE DEPARTMENT
Personnel Administration
281-4220**

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4220-0100	Salaries	-	-	-	4,634
4220-0120	Vacation/Sick Leave Buyout	-	-	-	86
4220-0150	Auto/Cell Allowance	-	-	-	270
4220-0200	Overtime	-	-	-	-
4220-0220	Part-time	-	-	-	-
4220-0300	Retirement	-	-	-	511
4220-0310	Social Security	-	-	-	-
4220-0320	Medicare	-	-	-	72
4220-0350	Unemployment	-	-	-	16
4220-0400	Health Insurance	-	-	-	1,086
4220-0420	Workers Comp.	-	-	-	222
Total	Personnel Services	-	-	-	6,897
Total	Personnel Administration	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,897</u>

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

FINANCE & ADMINISTRATIVE SERVICES

**Division: Personnel
Fund Name: Measure "R"
Fund – 285
Division No. 4220**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ -	\$ -	\$ -	\$ 6,897
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,897</u>
 <u>Funding Source</u>				
Measure "R"	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,897</u>

City of Bell Gardens

**FINANCE DEPARTMENT
Personnel Administration
285-4220**

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4220-0100	Salaries	-	-	-	4,634
4220-0120	Vacation/Sick Leave Buyout	-	-	-	86
4220-0150	Auto/Cell Allowance	-	-	-	270
4220-0200	Overtime	-	-	-	-
4220-0220	Part-time	-	-	-	-
4220-0300	Retirement	-	-	-	511
4220-0310	Social Security	-	-	-	-
4220-0320	Medicare	-	-	-	72
4220-0350	Unemployment	-	-	-	16
4220-0400	Health Insurance	-	-	-	1,086
4220-0420	Workers Comp.	-	-	-	222
Total	Personnel Services	-	-	-	6,897
Total	Personnel Administration	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,897</u>

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2014-15

FINANCE & ADMINISTRATIVE SERVICES

Division: Personnel
Fund Name: Successor Agency - Projects Area 1
Fund – 900
Division No. 4220

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 3,761	\$ 6,873	\$ 7,006	\$ 8,349
Total	<u>\$ 3,761</u>	<u>\$ 6,873</u>	<u>\$ 7,006</u>	<u>\$ 8,349</u>
 <u>Funding Source</u>				
Successor Agency Project Projects Area 1	<u>\$ 3,761</u>	<u>\$ 6,873</u>	<u>\$ 7,006</u>	<u>\$ 8,349</u>

City of Bell Gardens

**FINANCE DEPARTMENT
Personnel Administration
900-4220**

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4220-0100	Salaries	2,349	4,893	4,827	5,584
4220-0120	Vacation Sick Leave Buyout	-	-	-	103
4220-0150	Auto/Cell Allowance	64	270	261	270
4220-0200	Overtime	-	-	-	-
4220-0220	Part-time	594	-	-	-
4220-0300	Retirement	303	555	556	676
4220-0310	Social Security	-	-	-	-
4220-0320	Medicare	44	75	77	86
4220-0350	Unemployment	-	22	-	22
4220-0400	Health Insurance	313	847	1,079	1,339
4220-0420	Workers Comp.	94	211	206	268
Total	Personnel Services	3,761	6,873	7,006	8,349
4220-2810	Professional Services	-	-	-	-
Total	Contractual Services	-	-	-	-
Total	Personnel Administration	3,761	6,873	7,006	8,349

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2014-15

FINANCE & ADMINISTRATIVE SERVICES

Division: Personnel
Fund Name: Successor Agency - Central City
Fund – 930
Division No. 4220

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 3,860	\$ 6,873	\$ 7,003	\$ 8,349
Total	<u>\$ 3,860</u>	<u>\$ 6,873</u>	<u>\$ 7,003</u>	<u>\$ 8,349</u>
 <u>Funding Source</u>				
Successor Agency Central City Project Area	<u>\$ 3,860</u>	<u>\$ 6,873</u>	<u>\$ 7,003</u>	<u>\$ 8,349</u>

City of Bell Gardens

**FINANCE DEPARTMENT
Personnel Administration
930-4220**

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4220-0100	Salaries	2,422	4,893	4,827	5,584
4220-0120	Vacation Sick Leave Buyout	-	-	-	103
4220-0150	Auto/Cell Allowance	69	270	261	270
4220-0200	Overtime	-	-	-	-
4220-0220	Part-time	594	-	-	-
4220-0300	Retirement	314	555	556	676
4220-0310	Social Security	-	-	-	-
4220-0320	Medicare	45	75	76	86
4220-0350	Unemployment	-	22	-	22
4220-0400	Health Insurance	322	847	1,077	1,339
4220-0420	Workers Comp.	94	211	206	268
Total	Personnel Services	3,860	6,873	7,003	8,349
4220-2810	Professional Services	-	-	-	-
Total	Contractual Services	-	-	-	-
Total	Personnel Administration	3,860	6,873	7,003	8,349

City of Bell Gardens

FINANCE AND ADMINISTRATIVE SERVICES

Division: Retiree Medical Benefits

Purpose

To provide retiree medical benefits for qualified retired employees.

Current Year Accomplishments

- Audited retiree health benefits program expenditures.
- Administered retiree health billing and collection system.
- Maintained proper plan enrollment for qualified retired employees.

Objectives

- Explore funding options for the future costs of retiree healthcare.

Positions

Full-Time

None

Part-Time

None

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

FINANCE & ADMINISTRATIVE SERVICES

**Division: Personnel
Fund Name: Retiree Benefits
Fund – 819
Division No. 4220**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 545,373	\$ 605,420	\$ 554,781	\$ 569,171
Total	<u>\$ 545,373</u>	<u>\$ 605,420</u>	<u>\$ 554,781</u>	<u>\$ 569,171</u>
 <u>Funding Source</u>				
Retiree Benefits	<u>\$ 545,373</u>	<u>\$ 605,420</u>	<u>\$ 554,781</u>	<u>\$ 569,171</u>

City of Bell Gardens

FINANCE DEPARTMENT

Retiree Benefits

819-4220

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
	Personnel Services				
	4220-0400 Health Insurance	545,373	605,420	554,781	569,171
Total	Personnel Services	545,373	605,420	554,781	569,171
Total	Retiree Benefits	<u>545,373</u>	<u>605,420</u>	<u>554,781</u>	<u>569,171</u>

City of Bell Gardens

FINANCE AND ADMINISTRATIVE SERVICES

Division: Risk Management

Purpose

Manage all aspects of a comprehensive risk management program for the City, including General Liability, Workers' Compensation, Property Insurance, and Fidelity Bonds.

Current Year Accomplishments

- Provided job specific safety training to employees to reduce risk exposure.
- Improved the level of care provided to injured employees by transitioning to a new occupational health provider.
- Worked closely with the California Joint Powers Insurance authority to explore strategies for reducing the City's insurance cost.
- Improved communication with third-party administrators for liability claims and Workers' Compensation Claims.

Objectives

- Update Injury and Illness Prevention Program.
- Develop ergonomic program to reduce workplace injuries.

Positions

Full-Time
None

Part-Time
None

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

FINANCE & ADMINISTRATIVE SERVICES

**Division: Risk Management
Fund Name: General
Fund – 110
Division No. 4115**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Contractual Services	\$ 851,569	\$ 916,595	\$ 914,488	\$ 1,527,089
Total	<u>\$ 851,569</u>	<u>\$ 916,595</u>	<u>\$ 914,488</u>	<u>\$ 1,527,089</u>
 <u>Funding Source</u>				
General Fund	<u>\$ 851,569</u>	<u>\$ 916,595</u>	<u>\$ 914,488</u>	<u>\$ 1,527,089</u>

City of Bell Gardens

FINANCE DEPARTMENT

Risk Management

110-4115

Account Number/Description	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Estimated	FY 2014-15 Adopted
Contractual Services				
4115-2400 General & Auto Liability	839,392	906,595	914,488	1,527,089
4115-2420 Claims	12,177	10,000	-	-
Total Contractual Services	851,569	916,595	914,488	1,527,089
Total Risk Management	851,569	916,595	914,488	1,527,089

City of Bell Gardens

FINANCE AND ADMINISTRATIVE SERVICES

Division: Finance

Purpose

The Department of Finance is responsible for overall financial planning for the City, revenue administration, accounts payable processing, budget monitoring, debt management and payroll services. The department is responsible for the preparation of the annual budget, preparation of the annual financial reports, investment of City funds for both short and long-term purposes and coordinating all state and federal grants.

Current Year Accomplishments

- Published the fiscal 2013/2014 budget document.
- Completed the annual audit of the City's basic financial statements for the fiscal year ending June 30, 2013.
- Published the comprehensive annual financial report (CAFR) for the fiscal year ending June 30, 2013.
- Received the award for excellence in financial reporting for the City's 6/30/13 audited financial reports from the Government Finance Officers' Association.
- Completed various audits for the fiscal year ending June 30, 2013 City Financial, MTA, CDBG.
- Completed an OMB A-87 compliant and full indirect cost allocation plan study.
- Completed the restructure of the 2002 Bear Stearns Loan and the refunding of the 2003 A and B Tax Allocation Bonds.
- Established a contract with a collection agency to help collect outstanding monies owed to the City.

Objectives

- Complete the required audits for the fiscal year ended June 30, 2014 including the audit of the City's basic financial statements.
- Publish the 2014/2015 budget document and the 2013/2014 comprehensive annual financial report (CAFR).
- Submit the June 30, 2014 CAFR for the GFOA award for excellence in financial reporting.
- Issue a request for proposal for audit services for fiscal year ending June 30, 2015.
- Issue a request for proposals and perform a transient occupancy tax audit.

City of Bell Gardens

FINANCE AND ADMINISTRATIVE SERVICES

Positions

Full-Time

Part-Time

1 Finance & Administrative Services Director
1 Accounting Manager
1 Accountant
2 Account Technicians
2 Account Clerks
1 Payroll Analyst

None

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

FINANCE & ADMINISTRATIVE SERVICES

**Division: Financial Services
Fund Name: General
Fund – 110
Division No. 4221**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 524,434	\$ 374,968	\$ 368,728	\$ 363,080
Maintenance & Supply	26,957	32,000	32,260	32,500
Contractual Services	117,462	135,530	131,414	133,600
Capital Outlay	2,284	4,000	2,590	4,000
Total	<u>\$ 671,137</u>	<u>\$ 546,498</u>	<u>\$ 534,992</u>	<u>\$ 533,180</u>
 <u>Funding Source</u>				
General Fund	<u>\$ 671,137</u>	<u>\$ 546,498</u>	<u>\$ 534,992</u>	<u>\$ 533,180</u>

City of Bell Gardens

FINANCE DEPARTMENT
Financial Services
110-4221

	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description	Actual	Adopted	Estimated	Adopted
Personnel Services				
4221-0100 Salaries	341,453	238,169	239,862	235,250
4221-0120 Vacation/Sick Leave Buyout	1,933	1,644	2,762	3,553
4221-0150 Auto/Cell Allowance	7,278	2,430	2,353	2,430
4221-0200 Overtime	186	250	-	-
4221-0220 Part-Time	9,809	-	136	-
4221-0300 Retirement	53,265	38,356	36,690	37,711
4221-0310 Social Security	608	-	9	-
4221-0320 Medicare	5,237	3,513	3,576	3,498
4221-0350 Unemployment	-	1,294	-	1,294
4221-0400 Health Insurance	92,504	79,024	74,287	68,053
4221-0420 Workers Comp.	12,161	10,289	9,052	11,292
Total Personnel Services	524,434	374,968	368,728	363,080
Maintenance & Supply				
4221-1050 Publications	275	-	-	-
4221-1010 Office Supplies	11,376	12,500	12,839	12,500
4221-1020 Bank Fees	3,081	6,000	5,100	6,000
4221-1200 Postage	6,092	6,000	7,512	6,500
4221-1300 Reproduction	6,133	7,500	6,808	7,500
Total Maintenance & Supply	26,957	32,000	32,260	32,500
Contractual Services				
4221-2160 Mileage Reimbursement	-	30	18	100
4221-2200 Membership & Dues	1,477	1,500	1,103	1,500
4221-2210 Conf., Meetings, Travel	1,356	3,000	1,206	3,500
4221-2500 Gen.Equip.Maint.& Repair	121	-	-	-
4221-2710 Training	254	1,000	795	1,000
4221-2800 Contractual Services	101,074	110,000	115,000	110,000
4221-2870 Property Tax Administration Fee	13,180	20,000	13,293	17,500
Total Contractual Services	117,462	135,530	131,414	133,600
Capital Outlay				
4221-3050 Furniture & Equipment	2,284	4,000	2,590	4,000
Total Capital Outlay	2,284	4,000	2,590	4,000
Total Financial Services	671,137	546,498	534,992	533,180

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

FINANCE & ADMINISTRATIVE SERVICES

**Division: Non-Departmental
Fund Name: General
Fund – 110
Division No. 4219**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Contractual Services	\$ 305,212	\$ 343,000	\$ 287,936	\$ 318,000
Total	<u>\$ 305,212</u>	<u>\$ 343,000</u>	<u>\$ 287,936</u>	<u>\$ 318,000</u>
 <u>Funding Source</u>				
General Fund	<u>\$ 305,212</u>	<u>\$ 343,000</u>	<u>\$ 287,936</u>	<u>\$ 318,000</u>

City of Bell Gardens

**FINANCE DEPARTMENT
Non-Departmental
110-4219**

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Contractual Services					
	4219-2040 Telephone	261,163	295,000	242,258	270,000
	4219-2041 Data Communications	13,712	15,000	13,201	22,800
	4219-2800 Contractual Services	30,337	33,000	32,478	25,200
Total	Contractual Services	305,212	343,000	287,936	318,000
4219-9020 Administrative Fee Tax Increment		-	-	-	-
Total	Contingency/Admin Fees	-	-	-	-
Total	Non-Departmental	<u>305,212</u>	<u>343,000</u>	<u>287,936</u>	<u>318,000</u>

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

FINANCE & ADMINISTRATIVE SERVICES

**Division: Transfers Out
Fund Name: General
Fund – 110
Division No. 4900**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Transfers Out	\$ 1,006,411	\$ 1,032,397	\$ 1,032,397	\$ 866,997
Total	<u>\$ 1,006,411</u>	<u>\$ 1,032,397</u>	<u>\$ 1,032,397</u>	<u>\$ 866,997</u>
 <u>Funding Source</u>				
General Fund	<u>\$ 1,006,411</u>	<u>\$ 1,032,397</u>	<u>\$ 1,032,397</u>	<u>\$ 866,997</u>

City of Bell Gardens

FINANCE DEPARTMENT

Transfers Out

110-4900

Account Number/Description	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Estimated	FY 2014-15 Adopted
Transfers Out				
4900-1001 Prior Year Adjustments	-	-	-	-
4900-9000 Contingency	200,000	200,000	200,000	200,000
4900-9151 Transfer to PSAF Fund 151	104,728	37,000	37,000	75,250
4900-9153 Transfer to COPS Hiring Grant	365,680	-	-	
4900-9154 Transfer to Golf Course	68,434	66,477	66,477	75,747
4900-9155 Transfer to Fund 818 (Separated Employee)	-	-	-	-
4900-9156-Transfer to Gas Tax Fund	19,805	-	-	-
4900-9157-Transfer to Fund 263	2,117	-	-	-
4900-9158-Operating Transfer Out to Fund 260	5,647	-	-	-
4900-9510 Transfer to Water Fund	-	-	-	-
4900 - 9300 Loan to the SA Funds for Admin	-	176,500	176,500	-
4900-9998 Transfer to Fund 819 (Retiree Health)	240,000	552,420	552,420	516,000
Total Transfers Out	1,006,411	1,032,397	1,032,397	866,997
Total Transfers Out	1,006,411	1,032,397	1,032,397	866,997

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

FINANCE & ADMINISTRATIVE SERVICES

**Division: Bonds
Fund Name: General
Fund – 110
Division No. 5110**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Debt Service	\$ 245,288	\$ 242,115	\$ 286,041	\$ 294,286
Total	<u>\$ 245,288</u>	<u>\$ 242,115</u>	<u>\$ 286,041</u>	<u>\$ 294,286</u>
<u>Funding Source</u>				
General Fund	<u>\$ 245,288</u>	<u>\$ 242,115</u>	<u>\$ 286,041</u>	<u>\$ 294,286</u>

City of Bell Gardens

FINANCE DEPARTMENT

Debt Service

110-5110

Account Number/Description	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Estimated	FY 2014-15 Adopted
Debt Service				
5110-4010 Bond Principal	85,000	85,000	85,000	90,000
5110-4011 Bond Principal - SCE OBF	-	-	44,000	50,571
5110-4020 Bond Interest	158,038	154,765	154,766	151,365
5110-4030 Bond Admin. Expense	2,250	2,350	2,275	2,350
Total Debt Service	245,288	242,115	286,041	294,286
Total Debt Service	245,288	242,115	286,041	294,286

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2014-15

FINANCE & ADMINISTRATIVE SERVICES

Division: Financial Services
Fund Name: Residential Waste Management
Fund – 240
Division No. 4221

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 60,924	\$ 64,735	\$ 65,020	\$ 38,895
Total	<u>\$ 60,924</u>	<u>\$ 64,735</u>	<u>\$ 65,020</u>	<u>\$ 38,895</u>
 <u>Funding Source</u>				
Residential Waste Management	<u>\$ 60,924</u>	<u>\$ 64,735</u>	<u>\$ 65,020</u>	<u>\$ 38,895</u>

City of Bell Gardens

FINANCE DEPARTMENT
Financial Services
240-4221

Account Number/Description	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Estimated	FY 2014-15 Adopted
Personnel Services				
4221-0100 Salaries	42,805	44,852	43,355	25,273
4221-0120 Vacation/Sick Leave Buyout	363	437	706	460
4221-0150 Auto/Cell Allowance	1,625	1,620	1,569	810
4221-0200 Overtime	-	-	-	-
4221-0220 Part-Time	-	-	-	-
4221-0300 Retirement	6,566	7,039	6,999	4,241
4221-0310 Social Security	-	-	-	-
4221-0320 Medicare	651	680	665	385
4221-0350 Unemployment	-	188	-	110
4221-0400 Health Insurance	7,445	7,982	10,003	6,403
4221-0420 Workers Comp.	1,469	1,938	1,724	1,213
Total Personnel Services	60,924	64,735	65,020	38,895
Contractual Services				
4221-2880 Direct Assessment Billing Fee	-	-	-	-
Total Contractual Services	-	-	-	-
Total Financial Services	60,924	64,735	65,020	38,895

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

FINANCE & ADMINISTRATIVE SERVICES

**Division: Financial Services
Fund Name: Industrial Waste Management
Fund – 250
Division No. 4221**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 37,349	\$ 40,389	\$ 40,835	\$ 25,818
Total	<u>\$ 37,349</u>	<u>\$ 40,389</u>	<u>\$ 40,835</u>	<u>\$ 25,818</u>
 <u>Funding Source</u>				
Industrial Waste Management	<u>\$ 37,349</u>	<u>\$ 40,389</u>	<u>\$ 40,835</u>	<u>\$ 25,818</u>

City of Bell Gardens

FINANCE DEPARTMENT
Financial Services
250-4221

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4221-0100	Salaries	26,085	27,883	26,520	16,732
4221-0120	Vacation/Sick Leave Buyout	219	293	481	300
4221-0150	Auto/Cell Allowance	1,353	1,350	1,308	810
4221-0200	Overtime	-	-	-	-
4221-0220	Part-Time	-	-	-	-
4221-0300	Retirement	3,999	4,343	4,290	2,758
4221-0310	Social Security	-	-	-	-
4221-0320	Medicare	402	428	413	259
4221-0350	Unemployment	-	110	-	63
4221-0400	Health Insurance	4,397	4,754	6,767	4,093
4221-0420	Workers Comp.	894	1,227	1,056	803
Total	Personnel Services	37,349	40,389	40,835	25,818
Total	Financial Services	37,349	40,389	40,835	25,818

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2014-15

FINANCE & ADMINISTRATIVE SERVICES

Division: Financial Services
Fund Name: Personnel
Fund – 281
Division No. 4221

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 337	\$ 15,174	\$ 14,826	\$ 48,543
Total	<u>\$ 337</u>	<u>\$ 15,174</u>	<u>\$ 14,826</u>	<u>\$ 48,543</u>
 <u>Funding Source</u>				
Proposition C Sales Tax	<u>\$ 337</u>	<u>\$ 15,174</u>	<u>\$ 14,826</u>	<u>\$ 48,543</u>

City of Bell Gardens

FINANCE DEPARTMENT
 Financial Services
 281-4221

Account Number/Description	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	Actual	Adopted	Estimated	Adopted
Personnel Services				
4221-0100 Salaries	223	10,342	10,482	32,372
4221-0120 Vacation/Sick Leave Buyout	-	-	82	534
4221-0150 Auto/Cell Allowance	6	270	261	1,350
4221-0200 Overtime	-	-	-	-
4221-0220 Part-Time	-	-	-	-
4221-0300 Retirement	35	1,615	1,477	5,216
4221-0310 Social Security	-	-	-	-
4221-0320 Medicare	3	154	158	497
4221-0350 Unemployment	-	47	-	126
4221-0400 Health Insurance	61	2,299	2,001	6,894
4221-0420 Workers Comp.	9	447	365	1,554
Total Personnel Services	337	15,174	14,826	48,543

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2014-15

FINANCE & ADMINISTRATIVE SERVICES

Division: Financial Services
Fund Name: Personnel
Fund – 285
Division No. 4221

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ -	\$ 18,863	\$ 19,419	\$ 57,053
Total	\$ -	\$ 18,863	\$ 19,419	\$ 57,053
<u>Funding Source</u>				
Measure R Sales Tax	\$ -	\$ 18,863	\$ 19,419	\$ 57,053

City of Bell Gardens

FINANCE DEPARTMENT
Financial Services
285-4221

Account Number/Description	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Estimated	FY 2014-15 Adopted
Personnel Services				
4221-0100 Salaries	-	14,018	12,776	38,606
4221-0120 Vacation/Sick Leave Buyout	-	254	254	648
4221-0150 Auto/Cell Allowance	-	1,080	1,045	1,620
4221-0200 Overtime	-	-	-	-
4221-0220 Part-Time	-	-	-	-
4221-0300 Retirement	-	2,153	2,092	6,222
4221-0310 Social Security	-	-	-	-
4221-0320 Medicare	-	223	204	593
4221-0350 Unemployment	-	31	-	141
4221-0400 Health Insurance	-	499	2,532	7,371
4221-0420 Workers Comp.	-	606	515	1,853
Total Personnel Services	-	18,863	19,419	57,053
Total Financial Services	-	18,863	19,419	57,053

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2014-15

FINANCE & ADMINISTRATIVE SERVICES

Division: Financial Services
Fund Name: Water
Fund – 510
Division No. 4221

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 100,217	\$ 106,669	\$ 107,427	\$ 97,117
Total	<u>\$ 100,217</u>	<u>\$ 106,669</u>	<u>\$ 107,427</u>	<u>\$ 97,117</u>
 <u>Funding Source</u>				
Water	<u>\$ 100,217</u>	<u>\$ 106,669</u>	<u>\$ 107,427</u>	<u>\$ 97,117</u>

City of Bell Gardens

FINANCE DEPARTMENT

Financial Services

510-4221

Account Number/Description	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Estimated	FY 2014-15 Adopted
Personnel Services				
4221-0100 Salaries	71,977	75,725	72,737	64,206
4221-0120 Vacation/Sick Leave Buyout	725	834	1,266	1,163
4221-0150 Auto/Cell Allowance	3,249	3,240	3,137	2,970
4221-0200 Overtime	-	-	-	-
4221-0220 Part-Time	-	-	-	-
4221-0300 Retirement	10,955	11,797	11,692	10,636
4221-0310 Social Security	-	-	-	-
4221-0320 Medicare	1,103	1,157	1,127	991
4221-0350 Unemployment	-	283	-	236
4221-0400 Health Insurance	9,762	10,362	14,588	13,834
4221-0420 Workers Comp.	2,446	3,271	2,880	3,082
Total Personnel Services	100,217	106,669	107,427	97,117
Total Financial Services	100,217	106,669	107,427	97,117

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

FINANCE & ADMINISTRATIVE SERVICES

**Division: Financial Services
Fund Name: Successor Agency - Projects Area 1
Fund – 900
Division No. 4221**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 42,106	\$ 62,024	\$ 62,426	\$ 65,621
Contractual Services	7,535	47,500	9,146	-
Total	<u>\$ 49,641</u>	<u>\$ 109,524</u>	<u>\$ 71,572</u>	<u>\$ 65,621</u>
 <u>Funding Source</u>				
Successor Agency- Project Area 1	<u>\$ 49,641</u>	<u>\$ 109,524</u>	<u>\$ 71,572</u>	<u>\$ 65,621</u>

City of Bell Gardens

FINANCE DEPARTMENT
Financial Services
900-4221

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4221-0100	Salaries	30,479	43,945	42,096	44,085
4221-0120	Vacation/Sick Leave Buyout	358	468	683	743
4221-0150	Auto/Cell Allowance	1,902	2,160	2,092	2,160
4221-0200	Overtime	10	-	-	-
4221-0220	Part-Time	-	-	-	-
4221-0300	Retirement	4,604	6,824	6,600	7,102
4221-0310	Social Security	-	-	-	-
4221-0320	Medicare	475	675	655	681
4221-0350	Unemployment	-	154	-	154
4221-0400	Health Insurance	3,236	5,899	8,673	8,579
4221-0420	Workers Comp.	1,042	1,898	1,627	2,116
Total	Personnel Services	42,106	62,024	62,426	65,621
Contractual Services					
4221-2200	Membership & Dues	-	-	-	-
4221-2210	Conf., Meetings, Travel	-	-	-	-
4221-2710	Training	-	-	-	-
4221-2800	Contractual Services	7,535	47,500	9,146	-
4221-2874	Other funds DDR Distribution	-	-	-	-
Total	Contractual Services	7,535	47,500	9,146	-
Total	Financial Services	49,641	109,524	71,572	65,621

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

FINANCE & ADMINISTRATIVE SERVICES

**Division: Financial Services
Fund Name: Successor Agency - Project Area 1
Fund – 901
Division No. 4221**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Contractual Services	\$ (43,471)	\$ -	\$ -	\$ -
Total	<u>\$ (43,471)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
 <u>Funding Source</u>				
Successor Agency- Project Area 1	<u>\$ (43,471)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

City of Bell Gardens

FINANCE DEPARTMENT
 Financial Services
 901-4221

Account Number/Description	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Estimated	FY 2014-15 Adopted
4221-2800 Contractual Services	-	-	-	-
4221-2870 Administrative Fee Tax Increment	6,887	-	-	-
4221-2871 Health & Safety Code Tax Sharing Fee	(50,358)	-	-	-
Total Contractual Services	(43,471)	-	-	-
Total Financial Services	(43,471)	-	-	-

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

FINANCE & ADMINISTRATIVE SERVICES

**Division: Financial Services
Fund Name: Successor Agency - Central City
Fund – 930
Division No. 4221**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 26,180	\$ 62,024	\$ 62,423	\$ 65,621
Contractual Services	7,535	47,500	9,592	-
Total	<u>\$ 33,715</u>	<u>\$ 109,524</u>	<u>\$ 72,015</u>	<u>\$ 65,621</u>
 <u>Funding Source</u>				
Successor Agency - Central City Project Area	<u>\$ 33,715</u>	<u>\$ 109,524</u>	<u>\$ 72,015</u>	<u>\$ 65,621</u>

City of Bell Gardens

FINANCE DEPARTMENT
Financial Services
930-4221

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4221-0100	Salaries	18,552	43,945	42,094	44,085
4221-0120	Vacation/Sick Leave Buyout	29	468	682	743
4221-0150	Auto/Cell Allowance	788	2,160	2,091	2,160
4221-0200	Overtime	-	-	-	-
4221-0220	Part-time	-	-	-	-
4221-0300	Retirement	2,856	6,824	6,600	7,102
4221-0310	Social Security	-	-	-	-
4221-0320	Medicare	280	675	655	681
4221-0350	Unemployment	-	154	-	154
4221-0400	Health Insurance	3,010	5,899	8,675	8,579
4221-0420	Workers Comp.	665	1,898	1,627	2,116
Total	Personnel Services	26,180	62,024	62,423	65,621
Contractual Services					
4221-2710	Training	-	-	-	-
4221-2800	Contractual Services	7,535	47,500	9,592	-
Total	Contractual Services	7,535	47,500	9,592	-
Total	Financial Services	33,715	109,524	72,015	65,621

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2014-15

FINANCE & ADMINISTRATIVE SERVICES

Division: Financial Services
Fund Name: Successor Agency - Central Area
Fund – 931
Division No. 4221

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Contractual Services	\$ (114,516)	\$ -	\$ -	\$ -
Total	<u>\$ (114,516)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
 <u>Funding Source</u>				
Successor Agency - Central City Project Area	<u>\$ (114,516)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

City of Bell Gardens

FINANCE DEPARTMENT

Financial Services

931-4221

Account Number/Description	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Estimated	FY 2014-15 Adopted
4221-2800 Contractual Services	6,839	-	-	-
4221-2870 Administrative Fee Tax Increment	-	-	-	-
4221-2871 Health & Safety Code Tax Sharing Fee	(121,355)	-	-	-
Total Contractual Services	(114,516)	-	-	-
Total Financial Services	(114,516)	-	-	-

City of Bell Gardens

FINANCE AND ADMINISTRATIVE SERVICES

Division: Information Technology

Purpose

To provide quality customer service through teamwork and responsive support, with a proactive approach to identifying technology opportunities and solving technological problems.

Current Year Accomplishments

- Deployed additional back-up systems for the City servers.
- Upgraded City network servers and personal computers to the latest operating system.
- Implemented e-mail policy to take into consideration disk space on the City's e-mail server.
- Implemented password policy to ensure security on City network and individual workstations.

Objectives

- Deploy virtualization to the City Network to streamline systems while creating a network less reliant of hardware reducing future infrastructure costs.
- Implement security enhancements through the migration to Windows server 2012 creating a more advanced network with the security safeguards to protect all City information and communication.
- Enhance the City's e-mail archiving system to prepare for future growth and developments of e-mail system.
- Implement a Cloud back-up system to ensure the secure storage of City data in case of disaster and efficient retrieval during such cases.
- Implement a blended architecture combining a state-of-the-art on-premise Voice Routing system with a suite of hosted services and redundant off-site data centers, to create a complete and reliable feature rich communications system.

Positions

Full-Time

Contract—Consultant

Part-Time

None

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

FINANCE & ADMINISTRATIVE SERVICES

**Division: Information Technology
Fund Name: General
Fund – 110
Division No. 4117**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Contractual Services	\$ 113,563	\$ 125,000	\$ 117,697	\$ 125,000
Capital Outlay	46,659	40,000	40,034	40,000
Total	<u>\$ 160,222</u>	<u>\$ 165,000</u>	<u>\$ 157,731</u>	<u>\$ 165,000</u>
 <u>Funding Source</u>				
General Fund	<u>\$ 160,222</u>	<u>\$ 165,000</u>	<u>\$ 157,731</u>	<u>\$ 165,000</u>

City of Bell Gardens

FINANCE DEPARTMENT
 INFORMATION TECHNOLOGY
 110-4117

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Contractual Services					
	4117-2510 Comm. Equip. Maint. & Repair	33,062	35,000	33,000	35,000
	4117-2800 Contractual Services	80,501	90,000	84,697	90,000
Total	Contractual Services	113,563	125,000	117,697	125,000
Capital Outlay					
	4117-3150 Other Equipment (Capital Outlay)	46,659	40,000	40,034	40,000
Total	Capital Outlay	46,659	40,000	40,034	40,000
Total	INFORMATION TECHNOLOGY	160,222	165,000	157,731	165,000

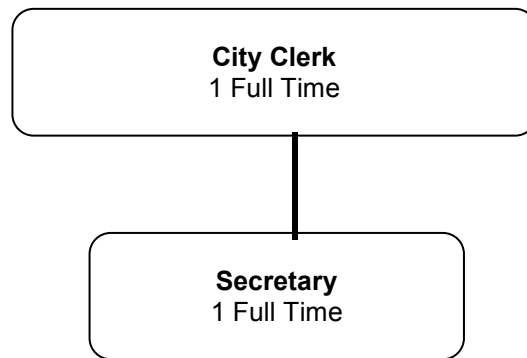
City of Bell Gardens



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City of Bell Gardens

City Clerk Organization Chart



City of Bell Gardens

CITY CLERK

Purpose

The City Clerk serves as the City's Corporate Secretary, Legislative Administrator, Elections Official and Custodian of Records. The Office of the City Clerk is also a service department within the municipal government upon which the legislative body, all City departments, and the general public rely for information regarding the operations and legislative history of the City.

The statutes of the State of California prescribe the main functions and duties of the City Clerk, and the Government and Election Codes provide precise and specific responsibilities and procedures to follow. In addition, the Office of the City Clerk offers services that facilitate good government practices and public outreach. The functional areas of the Office include:

- **Legislative Agenda Management.** Before and after the City's Legislative Bodies take action, the City Clerk ensures that actions are in compliance with all federal, state and local statutes and regulations and that all actions are properly executed, recorded, and archived.
- **Elections Administration.** The City Clerk serves as the City's Elections Official and coordinates local and state elections in partnership with the Los Angeles County Registrar-Recorder/County Clerk.
- **Records Management/Public Records Act Request Processing.** The City Clerk serves as the City's Custodian of Records and maintains an effective and useful Records Management Program compliant with state and federal laws. In addition, the City Clerk provides the public with access to official records pursuant to the California Public Records Act and the Federal Freedom of Information Act.
- **Political Reform Act Compliance.** The City Clerk serves as the local Political Reform Act Filing Official and receives, reviews, and logs campaign statements, statements of economic interests, and coordinates the City's Conflict of Interest Code program.
- **AB 1234 Certificate Tracking.** The City Clerk tracks compliance with State mandated ethics training requirements for all Bell Gardens Elected and Appointed Officials.
- **Bid Opening Officiating.** The City Clerk officiates at all bid opening proceedings to ensure a fair and impartial competitive bidding atmosphere.

City of Bell Gardens

CITY CLERK

Current Year Accomplishments

- Organized all Political Reform Act filings in accordance with state law
- Updated Contract Management database
- Conducted bi-annual audit and annual disposition of city-wide records in accordance with the established records retention schedule
- Continued to further serve the community through the processing of U.S. Passport applications

Objectives for Fiscal Year 2014 – 2015

- Hire a full-time Secretary
- Complete Biennial review of the City's Conflict of Interest Code
- Establish a "blueprint" plan for update to city-wide electronic document management system (EDMS/Laserfiche)
- Continue to support staff certification as a Master Municipal Clerk (MMC)

Positions

Full-Time

1 City Clerk
1 Secretary

Part-Time

None

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

CITY CLERK

**Division: City Clerk
Fund Name: General
Fund – 110
Division No. 4223**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 121,879	\$ 207,908	\$ 144,834	\$ 193,194
Maintenance & Supply	16,726	18,500	22,352	19,000
Contractual Services	116,377	36,000	23,101	123,000
Total	<u>\$ 254,982</u>	<u>\$ 262,408</u>	<u>\$ 190,287</u>	<u>\$ 335,194</u>
 <u>Funding Source</u>				
General Fund	<u>\$ 254,982</u>	<u>\$ 262,408</u>	<u>\$ 190,287</u>	<u>\$ 335,194</u>

City of Bell Gardens

City Clerk
110-4223

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4223-0100	Salaries	81,282	138,597	100,333	141,007
4223-0120	Vacation/Sick Leave Buyout	-	-	1,620	1,746
4223-0150	Auto/Cell Allowance	9,777	10,368	9,982	9,504
4223-0200	Overtime	-	-	-	400
4223-0300	Retirement	16,850	21,833	14,899	17,836
4223-0310	Social Security	-	-	-	-
4223-0320	Medicare	1,321	2,160	1,633	2,208
4223-0350	Unemployment	-	603	-	553
4223-0400	Health Insurance	11,900	28,706	13,027	13,849
4223-0420	Workers Comp.	749	5,641	3,340	6,091
Total	Personnel Services	121,879	207,908	144,834	193,194
Maintenance & Supply					
4223-1010	Office Supplies	1,956	2,000	2,497	2,500
4223-1050	Publications	-	500	-	-
4223-1200	Postage	1,363	1,000	2,204	1,500
4223-1300	Reproduction	13,406	15,000	17,651	15,000
Total	Maintenance & Supply	16,726	18,500	22,352	19,000
Contractual Services					
4223-2050	Legal Advertising	12,281	15,000	5,496	12,000
4223-2200	Membership & Dues	320	1,000	535	1,000
4223-2210	Conf., Meetings, Travel	633	2,000	-	2,000
4223-2500	Gen.Equip.Maint.& Repair	1,802	2,000	2,240	2,000
4223-2800	Contractual Services	12,988	16,000	14,830	16,000
4223-2805	Elections	88,353	-	-	90,000
Total	Contractual Services	116,377	36,000	23,101	123,000
Total	City Clerk	254,982	262,408	190,287	335,194

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

CITY CLERK

**Division: City Clerk
Fund Name: Successor Agency - Projects Area 1
Fund – 900
Division No. 4223**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 13,922	\$ 4,331	\$ 14,395	\$ 13,145
Contractual Services	-	-	-	-
Total	<u>\$ 13,922</u>	<u>\$ 4,331</u>	<u>\$ 14,395</u>	<u>\$ 13,145</u>
 <u>Funding Source</u>				
Successor Agency -	<u>\$ 13,922</u>	<u>\$ 4,331</u>	<u>\$ 14,395</u>	<u>\$ 13,145</u>

City of Bell Gardens

City Clerk
900-4223

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4223-0100	Salaries	9,253	2,887	9,808	9,614
4223-0120	Vacation/Sick Leave Buyout	-	-	-	119
4223-0150	Auto/Cell Allowance	1,118	216	1,109	648
4223-0300	Retirement	1,915	455	1,561	1,216
4223-0320	Medicare	150	45	162	151
4223-0350	Unemployment	-	13	-	38
4223-0400	Health Insurance	1,400	598	1,430	944
4223-0420	Workers Comp.	86	118	325	415
Total	Personnel Services	13,922	4,331	14,395	13,145
Total	City Clerk	13,922	4,331	14,395	13,145

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

CITY CLERK

**Division: City Clerk
Fund Name: Successor Agency - Central City
Fund – 930
Division No. 4223**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ -	\$ 4,331	\$ 6	\$ 13,145
Total	<u>\$ -</u>	<u>\$ 4,331</u>	<u>\$ 6</u>	<u>\$ 13,145</u>
<u>Funding Source</u>				
Successor Agency	<u>\$ -</u>	<u>\$ 4,331</u>	<u>\$ 6</u>	<u>\$ 13,145</u>

City of Bell Gardens

**City Clerk
930-4223**

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
	4223-0100 Salaries	-	2,887	-	9,614
	4223-0120 Vacation/Sick Leave Buyout	-	-	-	119
	4223-0150 Auto/Cell Allowance	-	216	-	648
	4223-0300 Retirement	-	455	6	1,216
	4223-0320 Medicare	-	45	-	151
	4223-0350 Unemployment	-	13	-	38
	4223-0400 Health Insurance	-	598	-	944
	4223-0420 Workers Comp.	-	118	-	415
Total	Personnel Services	-	4,331	6	13,145
Total	City Clerk	<u>-</u>	<u>4,331</u>	<u>6</u>	<u>13,145</u>

City of Bell Gardens



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City of Bell Gardens

LEGAL

Department: Legal

Purpose

The City Attorney represents and advises the City Council, City Officials, staff, departments, and commissions in all legal matters to assure that actions by or on behalf of the City of Bell Gardens are in accordance with all applicable legal requirements. The City Attorney represents the City in civil litigation matters, prepares contracts, ordinances, resolutions and other legal documents. Legal services include City Prosecutor and Labor Relations functions.

Objectives

- The City Attorney's mission is to deliver outstanding professional legal services to the City of Bell Gardens by providing sound advice in all legal matters.
- Provide accurate legal advice and act in accordance with the highest ethical and professional standards.
- Effectively control the costs of all legal services provided to the City.
- Legal services required include City Prosecutor and Labor Relations functions; these functions may be performed by one or more firms legally qualified and licensed to perform in their respective areas.

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

LEGAL SERVICES

**Division: Legal Services
Fund Name: General
Fund – 110
Division No. 4224**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Contractual Services	\$ 592,787	\$ 750,000	\$ 596,186	\$ 750,000
Total	<u>\$ 592,787</u>	<u>\$ 750,000</u>	<u>\$ 596,186</u>	<u>\$ 750,000</u>
 <u>Funding Source</u>				
General Fund	<u>\$ 592,787</u>	<u>\$ 750,000</u>	<u>\$ 596,186</u>	<u>\$ 750,000</u>

City of Bell Gardens

Legal Services

110-4224

Account Number/Description	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Estimated	FY 2014-15 Adopted
Contractual Services				
4224-2820 Legal Services-Non Retain	592,787	750,000	596,186	750,000
Total Contractual Services	592,787	750,000	596,186	750,000
Legal Services	<u>592,787</u>	<u>750,000</u>	<u>596,186</u>	<u>750,000</u>

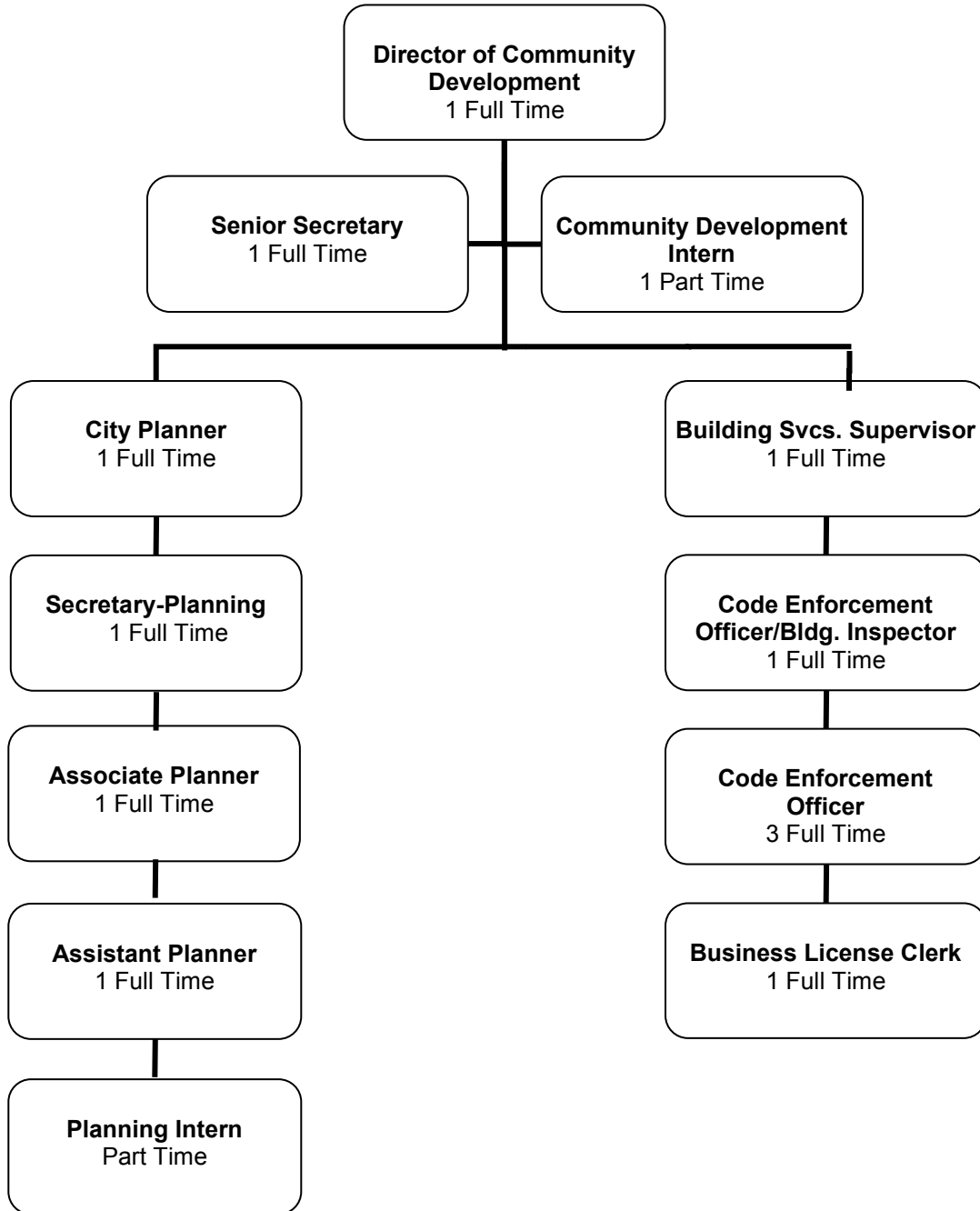
City of Bell Gardens



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City of Bell Gardens

Community Development Organization Chart



City of Bell Gardens

COMMUNITY DEVELOPMENT

Division: Building and Safety

Purpose

The Building and Safety Division strives to ensure the safety of residents and businesses within our community by enforcing local, state and federal building laws. The Division is responsible for permit issuance, plan checks and field inspection of all building, grading, plumbing, electrical and mechanical permits.

FY 13-14 Accomplishments

- 3,394 people were assisted over the counter with general inquires.
- 1,187 inspections completed.
- 641 building permits issued (including electrical, plumbing, mechanical, sewer, miscellaneous.)
- 47 building plan checks completed.
- Maintained a quick turn-around on initial and re-check of all plan checks submitted.
- Successfully completed all inspections within a 24-hour period.
- Reviewed thirty years of records in compliance with the City's Records Destruction Policies and Procedures.
- Assisted Public Works Department in implementing the Waste Reduction/ Recycling Plan.

Objectives

- Complete all initial residential plan checks within fifteen (15) working days.
- Complete all initial commercial plan checks within twenty (20) working days.
- Complete all re-checks within five (5) working days.
- Make all requested inspections the next day or within 24 hours of request date.
- Continue to provide complete one stop public counter operation emphasizing customer service and public information.
- Implement updated Maintenance of Property section of Municipal Code.
- Continue to work on record retention, the identification of duplicated records, and destruction of unnecessary files.
- Adopt 2013 UBC, UPC, UEC, and UMC.

City of Bell Gardens

COMMUNITY DEVELOPMENT

Positions

Full Time

1 Building Services Supervisor

Part Time

None

As Required

1 Building Official (Contract) or 1 Full Time Building Inspector

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

COMMUNITY DEVELOPMENT

**Division: Building & Safety
Fund Name: General
Fund – 110
Division No. 4332**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 276,145	\$ 317,334	\$ 235,266	\$ 202,194
Maintenance & Supply	2,176	6,000	5,343	2,700
Contractual Services	9,415	9,300	7,554	102,210
Capital Outlay	1,118	1,600	-	3,500
Total	<u>\$ 288,854</u>	<u>\$ 334,234</u>	<u>\$ 248,163</u>	<u>\$ 310,604</u>
<u>Funding Source</u>				
General Fund	<u>\$ 288,854</u>	<u>\$ 334,234</u>	<u>\$ 248,163</u>	<u>\$ 310,604</u>

City of Bell Gardens

**COMMUNITY DEVELOPMENT DEPT.
Building & Safety
110-4332**

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4332-0100	Salaries	183,711	209,418	195,508	135,750
4332-0120	Vacation/Sick Buyout	1,930	1,982	1,708	2,403
4332-0150	Tech/Auto Allowance	1,239	2,916	28	2,916
4332-0200	Overtime	-	-	-	-
4332-0220	Part-Time	-	-	-	-
4332-0300	Retirement	28,556	31,924	27,417	21,226
4332-0310	Social Security	-	-	-	-
4332-0320	Medicare	2,712	3,108	2,915	2,045
4332-0350	Unemployment	-	798	-	484
4332-0400	Health Insurance	51,169	58,142	427	30,855
4332-0420	Workers Compensation	6,828	9,047	7,262	6,516
Total	Personnel Services	276,145	317,334	235,266	202,194
Maintenance & Supply					
4332-1010	Office Supplies	2,176	3,000	2,422	2,000
4332-1600	Special Supplies	-	-	-	700
4332-1050	Publications	-	3,000	2,921	-
Total	Maintenance & Supply	2,176	6,000	5,343	2,700
Contractual Services					
4332-2030	Water	-	-	-	5,000
4332-2040	Telephone	1,088	1,200	916	1,200
4332-2200	Membership & Dues	465	450	-	450
4332-2210	Conf, Meetings & Travel	-	-	-	-
4332-2300	Vehicle Fuel & Oil	1,481	1,350	1,564	1,600
4332-2310	Vehicle Repairs	976	1,000	422	1,000
4332-2320	Uniforms	261	300	16	300
4332-2500	Gen.Equip Maint & Repair	158	-	39	100
4332-2800	Contractual Services	4,986	5,000	4,596	92,560
Total	Contractual Services	9,415	9,300	7,554	102,210
Capital Outlay					
4332-3040	Property Clean Up	-	600	-	2,500
4332-3050	Furniture & Equipment	1,118	1,000	-	1,000
Total	Capital Outlay	1,118	1,600	-	3,500
Total	Building & Safety	288,854	334,234	248,163	310,604

City of Bell Gardens

COMMUNITY DEVELOPMENT

Division: Code Enforcement

Purpose

The purpose of the Code Enforcement Division is to enforce the City's Municipal Code, Property Maintenance Ordinance and Rehabilitation Chapters (98 & 99) of the City's Building Code. Its duties include responding to public complaints, field inspections, and public outreach for voluntary compliance and formal compliance through the City Prosecutor and/or Planning Commission. The division also assists in Business License and Zoning Ordinance Enforcement. Code Enforcement is working with the community to protect the properties in residential, commercial and industrial areas by establishing minimum maintenance standards.

FY 13-14 Accomplishments

- 978 Notice of Violations issued.
- 81 citations issued.
- Continued a pro-active code enforcement program including issuance of citations.
- Vigilantly enforced business licenses throughout the City.
- Continued enforcement of all unlicensed street vendors in the City.
- Reduced abatement complaints by continuing to implement pro-active code enforcement program.
- Increased patrol during major holidays and special events.
- Initiated the removal of abandoned public payphone booths on or abutting the public right-of-way.
- Reviewed thirty years of records in compliance with the City's Records Destruction Policies and Procedures.
- Updated vacant properties list.

Objectives

- Continue to seek compliance from unlicensed businesses throughout the City.
- Continue to enforce all unlicensed street vendors in the City.
- Provide courteous and professional outreach to the community.
- Strive to maintain residential, commercial and industrial areas in a safe and appealing manner.
- Amend property maintenance ordinance.
- Monitor City owned sites to proactively address blight.
- Continue to work on record retention, the identification of duplicated records, and destruction of unnecessary files.

City of Bell Gardens

COMMUNITY DEVELOPMENT

Position

Full Time

3 Code Enforcement Officers*

*2 Funded positions for fiscal 2015

Part Time

None

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

COMMUNITY DEVELOPMENT

**Division: Code Enforcement
Fund Name: General
Fund – 110
Division No. 4338**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 130,099	\$ 229,972	\$ 227,699	\$ 184,306
Maintenance & Supply	2,055	4,600	1,490	2,600
Contractual Services	7,269	12,700	5,958	12,700
Total	<u>\$ 139,423</u>	<u>\$ 247,272</u>	<u>\$ 235,147</u>	<u>\$ 199,606</u>
 <u>Funding Source</u>				
General Fund	<u>\$ 139,423</u>	<u>\$ 247,272</u>	<u>\$ 235,147</u>	<u>\$ 199,606</u>

City of Bell Gardens

COMMUNITY DEVELOPMENT DEPT.
Code Enforcement
110-4338

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4338-0100	Salaries	83,743	150,634	150,589	124,728
4338-0120	Vacation/Sick Leave Buyout	2,283	2,740	2,740	2,283
4338-0150	Auto/Cell Allowance	-	-	-	-
4338-0200	Overtime	-	-	-	-
4338-0220	Part-Time	-	-	-	-
4338-0300	Retirement	13,341	24,571	24,875	21,662
4338-0310	Social Security	-	-	-	-
4338-0320	Medicare	1,247	2,224	2,239	1,842
4338-0350	Unemployment	-	754	-	628
4338-0400	Health Insurance	22,543	42,542	41,127	27,177
4338-0420	Workers Comp.	6,942	6,507	6,130	5,987
Total	Personnel Services	130,099	229,972	227,699	184,306
Maintenance & Supply					
4338-1010	Office Supplies	2,055	4,000	1,490	2,000
4338-1700	Uniforms & Protective Clothing	-	600	-	600
Total	Maintenance & Supply	2,055	4,600	1,490	2,600
Contractual Services					
4338-2040	Telephone	1,628	1,700	1,530	1,700
4338-2200	Membership & Dues	240	300	225	300
4338-2300	Vehicle Fuel & Oil	4,003	3,700	3,590	3,700
4338-2310	Vehicle Repair	1,398	2,000	613	2,000
4338-2800	Contractual Services	-	5,000	-	5,000
Total	Contractual Services	7,269	12,700	5,958	12,700
Total	Code Enforcement	139,423	247,272	235,147	199,606

City of Bell Gardens

COMMUNITY DEVELOPMENT

Division: Planning

Purpose

The Planning Division provides a responsive service to the community by examining and reviewing current and proposed developments to ensure that they are consistent with the General Plan and current Zoning Ordinance regulations. The Planning Division is also responsible for the processing of land use inquiries, subdivisions, parcel and tract maps, General Plan amendments, zone changes, variances, conditional use permits and business licenses.

FY 13-14 Accomplishments

- Approved 2013 Congestion Management Program (CMP) Annual Report.
- Reviewed 142 cases involving major residential, commercial and industrial projects in City.
- Reviewed 22 cases relating to minor improvements, i.e. construction of fences, patio covers, exterior modifications, etc.
- Approved 65 Special Event Permits relating to fundraiser events sponsored by non-profit groups and new business grand opening events and parking lot sales.
- Reviewed and processed 149 Business License Zoning Compliance Requests.
- Completed major projects:
 - Green Forest Car Wash; Alligator Laundry; Circle K; Valero Gas Station
- Projects under construction:
 - LA Pentecostal Church and Bicycle Casino Hotel
- Continued to implement Policy Determination for temporary banner signs.
- Assisted the Code Enforcement, Building and Safety Division and the City Prosecutor's Office in the prosecution of multiple code violation cases.
- Adopted the City's 2014-2021 Housing Element.
- Adopted Ordinance 851: Emergency Shelters/Transitional Housing.
- Adopted Ordinance 852: Residential Care Facilities.
- Adopted Ordinance 854: Reasonable Accommodations.
- Adopted Ordinance 855: Affordable Housing Density Bonus.
- Adopted Ordinance 856: Zoning Change for 6400 Garfield Avenue.
- Adopted Ordinance 858: Cottage Food Operations.

Objectives

- Continue working with Public Works Department to ensure compliance with latest requirements by the Congestion Management Program (CMP).
- Continue to streamline development review process to enhance customer service.

City of Bell Gardens

COMMUNITY DEVELOPMENT

- Maintain current level of customer service; identify areas that may need improvement.
- Continue to reduce paper files by creating and maintaining electronic filing, reporting, and record keeping system.
- Work with City's web master to have planning forms and application accessible via City website.
- Adopt a Wireless Telecommunications Ordinance.
- Continue to adopt revisions to the Zoning Code, as needed to maintain accuracy and consistency.
- Continue active participation with Gateway Cities Council of Governments.
- Continue to work on record retention, the identification of duplicated records, and destruction of unnecessary files.
- Continue to assist the Code Enforcement and Building and Safety Divisions and the City Prosecutor's Office in the prosecution of multiple code violation cases.
- Continue to work with the Bicycle Casino on the development of the hotel, south entrance building remodel and overall site improvements.
- Amend City's fee schedule to update the Planning Fees.
- Amend Zoning Code to include regulations on Temporary Banner Signs.
- Amend Zoning Code to include regulations on increasing the fence height in the M-1 Zone.
- Amend Zoning Code to reduce the side and rear setback on M-1 Zoned lots.
- Re-establish the volunteer internship program in the Community Development Department.
- Continue to achieve staff's professional development.

Positions

Full Time

1 City Planner
1 Secretary
1 Associate Planner

Part Time

Planning Intern*

* Not funded for fiscal 2015

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

COMMUNITY DEVELOPMENT

**Division: Planning
Fund Name: General
Fund – 110
Division No. 4333**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 172,025	\$ 309,431	\$ 260,331	\$ 361,314
Maintenance & Supply	16,161	18,500	16,504	18,500
Contractual Services	71,877	84,000	71,177	69,300
Capital Outlay	1,241	2,000	-	2,000
Total	<u>\$ 261,304</u>	<u>\$ 413,931</u>	<u>\$ 348,013</u>	<u>\$ 451,114</u>
<u>Funding Source</u>				
General Fund	<u>\$ 261,304</u>	<u>\$ 413,931</u>	<u>\$ 348,013</u>	<u>\$ 451,114</u>

City of Bell Gardens

COMMUNITY DEVELOPMENT DEPT.
 Planning
 110-4333

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4333-0100	Salaries	122,366	218,900	212,139	251,215
4333-0120	Vacation/Sick Leave Buyout	1,983	3,428	3,164	3,833
4333-0150	Auto/Cell Allowance	2,882	7,668	74	7,668
4333-0200	Overtime	-	-	-	-
4333-0220	Part-Time	-	-	-	-
4333-0300	Retirement	19,068	33,554	32,765	41,366
4333-0310	Social Security	-	-	-	-
4333-0320	Medicare	1,846	3,335	3,259	3,809
4333-0350	Unemployment	-	728	-	728
4333-0400	Health Insurance	19,698	32,363	322	40,637
4333-0420	Workers Comp.	4,182	9,456	8,607	12,058
Total	Personnel Services	172,025	309,431	260,331	361,314
Maintenance & Supply					
4333-1010	Office Supplies	2,095	2,000	1,885	2,000
4333-1150	Maps & Charts	8	500	-	500
4333-1200	Postage	3,382	5,000	3,157	5,000
4333-1300	Reproduction	10,676	11,000	11,462	11,000
Total	Maintenance & Supply	16,161	18,500	16,504	18,500
Contractual Services					
4333-2160	Mileage Reimbursement	-	500	-	500
4333-2200	Membership & Dues	-	1,600	-	1,600
4333-2210	Conf., Meetings, Travel	1,816	1,500	538	1,500
4333-2300	Vehicle Fuel & Oil	122	150	-	200
4333-2310	Vehicle Repair	227	750	129	800
4333-2710	Training	-	3,000	-	2,000
4333-2800	Contractual Services	69,712	76,500	69,843	62,700
Total	Contractual Services	71,877	84,000	71,177	69,300
Capital Outlay					
4333-3050	Furniture & Equipment	1,241	2,000	-	2,000
Total	Capital Outlay	1,241	2,000	-	2,000
Total	Planning	261,304	413,931	348,013	451,114

City of Bell Gardens

COMMUNITY DEVELOPMENT

Division: Business License

Purpose

The purpose of the Business License Division is to administer the Business License Ordinance. This includes processing Business License applications, and obtaining required agencies approval (i.e. Planning, Building and Safety, Police, Fire, Health and Industrial Waste). The Division is also responsible for ensuring compliance from businesses that fail to obtain required licenses.

FY 13-14 Accomplishments

- 115 new business licenses issued.
- Enforced business licenses throughout the City.
- Initiated enforcement of all unlicensed street vendors in the City.
- Assisted the City Manager's office with the "Welcome New Business" section in the Bell Gardens Today.
- Assisted the Police Department by providing them with an updated list of Alarm Companies, including name and contact information, used by businesses throughout the City.
- Assisted in the development of a "Welcome to the City" pamphlet detailing significant City information, such as demographics, contact information, City map, etc., to be handed out to potential business owners.
- Reviewed forty years of records in compliance with the City's "Records Destruction Policies and Procedures.
- Assisted the Chamber of Commerce by providing a biweekly update list of new business in the City.

Objectives

- Process business licenses in four business days.
- Continue to seek compliance from unlicensed businesses throughout the City.
- Continue to enforce all unlicensed street vendors in the City.
- Continue to seek compliance from identified unlicensed businesses outside of the City to recover all delinquent monies.
- Coordinate with a software vendor to install a business license printing system, and set up a program to link the business license data to the property and sales tax system.
- Conduct annual business license inventory.
- Continue to work on record retention, the identification of duplicated records, and destruction of unnecessary files.
- Promote new business license thru the Bell Gardens Chamber of Commerce.

City of Bell Gardens

COMMUNITY DEVELOPMENT

Positions

Full-Time

1 Business License Clerk

Part-Time

None

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

COMMUNITY DEVELOPMENT

**Division: Business License
Fund Name: General
Fund – 110
Division No. 4222**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 118,396	\$ 159,759	\$ 109,526	\$ 147,576
Maintenance & Supply	996	700	-	2,500
Contractual Services	25,203	36,540	20,251	33,500
Total	<u>\$ 144,595</u>	<u>\$ 196,999</u>	<u>\$ 129,777</u>	<u>\$ 183,576</u>
<u>Funding Source</u>				
General Fund	<u>\$ 144,595</u>	<u>\$ 196,999</u>	<u>\$ 129,777</u>	<u>\$ 183,576</u>

City of Bell Gardens

**COMMUNITY DEVELOPMENT DEPT.
Business License
110-4222**

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4222-0100	Salaries	73,365	100,074	88,224	92,634
4222-0120	Vacation/Sick Buyout	1,101	1,153	879	1,573
4222-0150	Tech/Auto allowance	1,239	2,916	2,824	2,916
4222-0200	Overtime	-	-	-	-
4222-0220	Part-Time	-	-	-	-
4222-0300	Retirement	10,897	14,088	12,362	13,738
4222-0310	Social Security	-	-	-	-
4222-0320	Medi-care	1,098	1,510	1,339	1,408
4222-0350	Unemployment	-	484	-	484
4222-0400	Health Insurance	27,997	35,211	336	30,376
4222-0420	Worker's Comp	2,699	4,323	3,562	4,446
Total	Personnel Services	118,396	159,759	109,526	147,576
Maintenance & Supply					
4222-1010	Office Supplies	996	700	-	2,000
4222-1600	Special Supplies	-	-	-	500
Total	Maintenance & Supply	996	700	-	2,500
Contractual Services					
4222-2160	Mileage Reimbursement	-	-	26	-
4222-2800	Contract Services	25,203	36,540	20,225	3,500
4222-2810	Professional Services	-	-	-	30,000
Total	Contractual Services	25,203	36,540	20,251	33,500
Total	Business License	144,595	196,999	129,777	183,576

City of Bell Gardens

COMMUNITY DEVELOPMENT

**Division: Community Development Block Grant Program
Administration**

Purpose

The purpose of the Community Development Block Grant (CDBG) Administration Division is to implement all CDBG funded programs in compliance with both Los Angeles County and Federal Housing and Urban Development Department requirements. This division processes and monitors all agreements with the Los Angeles County Community Development Commission and CDBG funded projects and services providers. Tasks include but are not limited to: processing all invoices, payment requests, drawdown requests, monitoring contracts for program performance, prevailing wage and bidding requirements.

FY 13-14 Accomplishments

- Completed FY 2014-2015 CDBG Budget.
- Administration and servicing of existing Business Loans, First Time Home-buyer Loans and CDBG – R Corridor Revitalization Program.
- Successfully funded and monitored two (2) public assistance programs: Rio Hondo Boys & Girls Club and Human Services Association.
- Completed semi-annual standard report for construction activity.
- Successfully funded and monitored Code Enforcement Program.
- Completed Comprehensive Quarterly Performance Reports.
- Completed CDBG Financial Drawdowns and met annual Drawdown goals.
- Coordinated the Section 108 Loan for the Bell Gardens Sports Center.
- Monitored tenants for the Bell Gardens Community Services Building.
- Completed CDBG online training for QPR reporting.
- Completed CDBG online training for Funding Requests.
- Completed CDBG online training for City Planning Summary.
- Successfully reallocated reprogrammed CDBG funds into existing projects.
- Assisted with CDBG financial auditing for all CDBG programs for FY 2012-2013.
- Successfully completed CDBG programmatic auditing for all CDBG programs for FY 2012-2013.

City of Bell Gardens

COMMUNITY DEVELOPMENT

Objectives

- Successfully administer all FY 2014-2015 CDBG programs in order to meet minimum fund expenditure time line requirements.
- Continue to monitor Section 108 Loan and Bell Gardens Sports Complex project.
- Complete annual web based performance report for Section 108 Loan.
- Complete Comprehensive Quarterly Performance Reports.
- Complete FY 2015 – 2016 budget.
- Continue to work on record retention, the identification of duplicated records, and destruction of unnecessary files.

Positions

Full Time

1 Community Development Director
1 CDBG Specialist (Contract)

Part Time

None

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2014-15

COMMUNITY DEVELOPMENT

Division: Administration
Fund Name: CDBG
Fund – 260
Division No. 4330

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	10,265	-	-
Total	<u>\$ -</u>	<u>\$ 10,265</u>	<u>\$ -</u>	<u>\$ -</u>
 <u>Funding Source</u>				
CDBG	<u>\$ -</u>	<u>\$ 10,265</u>	<u>\$ -</u>	<u>\$ -</u>

City of Bell Gardens

COMMUNITY DEVELOPMENT DEPT.
 CDBG-Administration
 260-4330

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4330-0100	Salaries		-	-	-
4330-0120	Vacation/Sick Leave Buyout	-	-	-	-
4330-0150	Auto/Cell Allowance	-	-	-	-
4330-0200	Overtime	-	-	-	-
4330-0300	Retirement	-	-	-	-
4330-0320	Medicare	-	-	-	-
4330-0350	Unemployment	-	-	-	-
4330-0400	Health Insurance	-	-	-	-
4330-0420	Workers Compensation	-	-	-	-
Total	Personnel Services	-	-	-	-
Contractual Services					
4330-2800	Contractual Services	-	10,265	-	-
Total	Contractual Services	-	10,265	-	-
Contingency					
4330-9001	Program Income-Not Reclassed	-	-	-	-
Total	Contingency	-	-	-	-
Total	CDBG Administration	<u>-</u>	<u>10,265</u>	<u>-</u>	<u>-</u>

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2014-15

COMMUNITY DEVELOPMENT

Division: Code Enforcement
 Fund Name: CDBG
 Fund – 260
 Division No. 4337

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 150,774	\$ 57,493	\$ 59,082	\$ -
Contractual Services	10,990	-	-	-
Total	\$ 161,764	\$ 57,493	\$ 59,082	\$ -
<u>Funding Source</u>				
CDBG	\$ 161,764	\$ 57,493	\$ 59,082	\$ -

City of Bell Gardens

COMMUNITY DEVELOPMENT DEPT.
CDBG-CODE ENFORCEMENT
260-4337

Account Number/Description	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Estimated	FY 2014-15 Adopted
Personnel Services				
4337-0100 Salaries	104,954	37,658	37,658	-
4337-0120 Vacation/Sick Leave Buyout	-	685	-	-
4337-0200 Overtime	-	-	-	-
4337-0300 Retirement	16,719	6,143	6,143	-
4337-0320 Medicare	1,522	556	2,830	-
4337-0350 Unemployment	-	188	188	-
4337-0400 Health Insurance	27,579	10,636	10,636	-
4337-0420 Workers Compensation	-	1,627	1,627	-
Total Personnel Services	150,774	57,493	59,082	-
Maintenance & Supply				
4337-1010 Office Supplies	-	-	-	-
Total Maintenance & Supply	-	-	-	-
Contractual Services				
4337-2310 Vehicle Repair	-	-	-	-
4337-2800 Contractual Services	10,990	-	-	-
Total Contractual Services	10,990	-	-	-
Capital Outlay				
4337-3150 Other Equipment	-	-	-	-
Total Capital Outlay	-	-	-	-
Total CDBG-Code Enforcement	161,764	57,493	59,082	-

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2014-15

COMMUNITY DEVELOPMENT

Division: Rio Hondo Boys & Girls Club
Fund Name: CDBG
Fund – 260
Division No. 4600

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Contractual Services	\$ 6,619	\$ 14,850	\$ 16,500	\$ 16,410
Total	<u>\$ 6,619</u>	<u>\$ 14,850</u>	<u>\$ 16,500</u>	<u>\$ 16,410</u>
 <u>Funding Source</u>				
CDBG	<u>\$ 6,619</u>	<u>\$ 14,850</u>	<u>\$ 16,500</u>	<u>\$ 16,410</u>

City of Bell Gardens

COMMUNITY DEVELOPMENT DEPT.
 CDBG-Rio Hondo Boys & Girls Club
 260-4600

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
	Contractual Services				
	4600-2800 Contractual Services	6,619	14,850	16,500	16,410
Total	Contractual Services	6,619	14,850	16,500	16,410
Total	CDBG-Rio Hondo Boys & Girls Club	<u>6,619</u>	<u>14,850</u>	<u>16,500</u>	<u>16,410</u>

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

COMMUNITY DEVELOPMENT

**Division: Human Services Association
Fund Name: CDBG
Fund – 260
Division No. 4601**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Contractual Services	\$ 20,695	\$ 18,630	\$ 24,031	\$ 20,700
Total	<u>\$ 20,695</u>	<u>\$ 18,630</u>	<u>\$ 24,031</u>	<u>\$ 20,700</u>
 <u>Funding Source</u>				
CDBG	<u>\$ 20,695</u>	<u>\$ 18,630</u>	<u>\$ 24,031</u>	<u>\$ 20,700</u>

City of Bell Gardens

COMMUNITY DEVELOPMENT DEPT.
 CDBG-Human Services Association
 260-4601

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Contractual Services					
	4601-2800 Contractual Services	20,695	18,630	24,031	20,700
Total	Contractual Services	20,695	18,630	24,031	20,700
Total	CDBG-Human Services Association	<u>20,695</u>	<u>18,630</u>	<u>24,031</u>	<u>20,700</u>

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2014-15

COMMUNITY DEVELOPMENT

Division: Section 108 Loan Repayment
Fund Name: CDBG
Fund – 260
Division No. 4609

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Debt Service	\$ 558,489	\$ 562,950	\$ 562,950	\$ 568,988
Total	\$ 558,489	\$ 562,950	\$ 562,950	\$ 568,988
<u>Funding Source</u>				
CDBG	\$ 558,489	\$ 562,950	\$ 562,950	\$ 568,988

City of Bell Gardens

COMMUNITY DEVELOPMENT DEPT.
 CDBG-Section 108 Loan Repayment
 260-4609

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Contractual Services					
	4609-2800 Section 108 Loan Repayment		-	-	-
Total	Contractual Services		-	-	-
Debt Service					
	4609-4010 Bond Principal	395,000	420,000	420,000	448,000
	4609-4020 Bond Interest Expense	163,489	142,950	142,950	120,988
Total	Debt Service	558,489	562,950	562,950	568,988
Total	CDBG-Section 108 Loan Repayment	558,489	562,950	562,950	568,988

City of Bell Gardens

COMMUNITY DEVELOPMENT

Division: Successor Housing Agency Fund

Purpose

To alleviate blighted conditions by developing affordable housing and first time homebuyer housing projects.

These funds are designed to improve the housing stock by providing for the construction of new housing units, the rehabilitation of older homes, and by assisting and promoting first-time home ownership programs.

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

COMMUNITY DEVELOPMENT

**Division: Low & Mod Income Housing
Fund Name: Successor Housing Fund
Fund – 932/ 935
Division Nos. 4330,5040**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Service	\$ 78,148	\$ 99,607	\$ 68,731	\$ -
Contractual Services	1,412,449	-	-	-
Total	<u>\$ 1,490,597</u>	<u>\$ 99,607</u>	<u>\$ 68,731</u>	<u>\$ -</u>
 <u>Funding Source</u>				
Successor Housing Fund	<u>\$ 1,490,597</u>	<u>\$ 99,607</u>	<u>\$ 68,731</u>	<u>\$ -</u>

City of Bell Gardens

COMMUNITY DEVELOPMENT DEPT.
 Community Development-Administration
 932/935-4330

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4330-0100	Salaries	55,867	69,270	46,273	-
4330-0120	Vacation/Sick Leave Buyout	-	635	631	-
4330-0150	Auto Allowance	2,633	4,590	2,718	-
4330-0300	Retirement	10,286	10,912	6,654	-
4330-0320	Medicare	849	1,080	1,144	-
4330-0350	Unemployment	-	204	-	-
4330-0400	Health Insurance	8,048	10,096	9,656	-
4330-0420	Workers Compensation	464	2,819	1,655	-
Total	Personnel Services	78,148	99,607	68,731	-
Contractual Services					
4221-2800	Contractual Services	1,000	-	-	-
4224-2800	Contractual Services	394	-	-	-
4224-2820	Legal Services-Non Retain	9,191	-	-	-
Total	Contractual Services	10,584	-	-	-
Total	Successor Housing-Admin	88,732	99,607	68,731	-

City of Bell Gardens

COMMUNITY DEVELOPMENT DEPT.
 Project Improvement
 932-5040

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
	Contractual Services				
	5040-2800 Contractual Services	1,401,865	-	-	-
Total	Contractual Services	1,401,865	-	-	-
Total	RDA Low & Mod Housing-Central Area Project Improvement	<u>1,401,865</u>	<u>-</u>	<u>-</u>	<u>-</u>

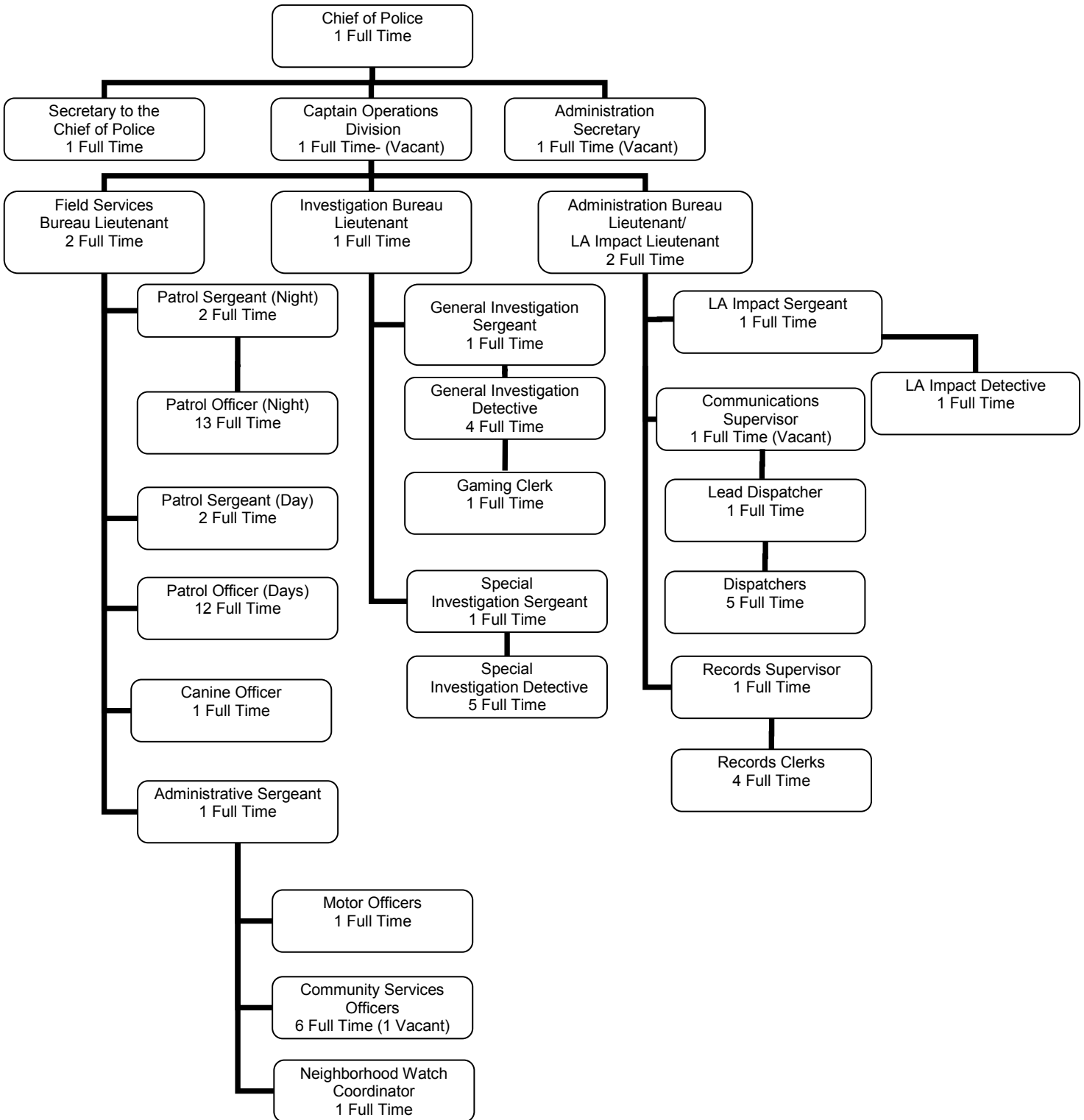
City of Bell Gardens



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City of Bell Gardens

Police Department Organization Chart



City of Bell Gardens

POLICE DEPARTMENT

Division: Administration

Chief of Police

The Chief of Police plans, directs, and organizes all law enforcement and crime prevention activities of the 80 member police department to include 49 sworn members, 16 non-sworn members, and 15 part-time members. The Chief of Police creates the vision, mission, goals and objectives of the police department, with staff input, and provides the necessary leadership that will contribute to the successful implementation of directives through the supervision and management of personnel, and effective management of the operating budget. The Chief of Police is dedicated to a Community Based Policing approach to law enforcement. The Chief of Police is responsible for actively participating in community events to enhance police department-community relationships for the purpose of reducing crime and improving quality of life issues in the City of Bell Gardens.

Police Captain

The Captain is responsible for the effective management of daily operations through the coordination of personnel assigned to Patrol, Investigations, Communications, and Information Technology Divisions. This position reports to the Chief of Police and is second-in-command of the department, providing administrative support and leadership. This position was vacant during all of FY2013-14 and remains vacant.

Administrative Lieutenant

The Administrative Lieutenant is responsible for facilitating personnel, training, disciplinary and other administrative matters for the police department. This position also serves as manager for the department's property and fleet. The Administrative Lieutenant is a member of the department's command staff, and as such advises the Chief of Police on various policy and procedural issues.

Training

The primary responsibility of the Training Officer is to ensure that all department personnel are provided with required training to develop necessary job skills, as well as ensure that all department personnel are in compliance with Police Officer Standards and Training (P.O.S.T.) guidelines for their respective positions. The Training Officer facilitates all training requests and reimbursement of funds through P.O.S.T., as well as ensures accuracy of all files that are recorded in the department's training management software system (TMS).

City of Bell Gardens

POLICE DEPARTMENT

Information Technology

This function is performed by LAN WAN Enterprises, Inc. through a Services Agreement with the City of Bell Gardens. LAN WAN provides one technician who works 40 hours per week. Additional technicians are on-call and will handle problems on a 24-hour basis that may arise after normal business hours.

Police Activities League

The Police Activities League (PAL) is a non-profit organization created to provide youth from the City of Bell Gardens (ages 8-18), and youth from the City of Bell Gardens and other surrounding cities who are members of the Bell Gardens Police Explorer POST 673 (ages 14-21), with activities, programs, and other forms of assistance that contribute to leadership development, health and wellness, character building, responsibility and personal growth. The PAL is also intended for the creation of programs that educate at-risk youth (ages 8-18) on the dangers of gang affiliation and participation, drug use, other criminal behavior, and healthy alternatives to assist them in their personal development. The PAL utilizes volunteers from the Bell Gardens Police Department and the at-large community, and/or paid part-time individuals for the purpose of providing adult leadership guidance to carry out these objectives. Various fundraisers support the purpose and objectives of the PAL.

Administration- FY13-14 Accomplishments

- Applied for and received a grant through the State of California Homeland Security Grant Program to fund a regional surveillance camera system for southeast area police agencies. The grant award was for \$311,000.
- Received a grant from the Office of Alcohol Beverage Control (ABC) in the amount of \$15,000 to continue our program on education and enforcement of underage drinking. Whittier Police Department is our partner agency for the FY2014-15 program.
- Applied for and received funding in the amount of \$11,440 from the State of California Corrections Program to fund mandated training for our part-time jailer program.
- Received a federal grant in the amount of \$14,800 from the Justice Assistance Program (JAG). These funds will be utilized to purchase hardware and software that will provide layered security for the police department's wireless communications system.

City of Bell Gardens

POLICE DEPARTMENT

- Implemented a Police Officer Mentoring Program aimed at enhancing leadership skills of our police officers for future advancement. Twelve police officers participated on a volunteer basis for this six-month program. Classes were instructed by members of the police department's management team.
- Requested and received a compliance audit by the State of California Peace Officers Standards and Training's Property and Evidence Room Audit Program concerning our property and evidence room operations. The final report stated that we are in compliance with the program's strict audit standards.
- Implemented a Social Media Outreach Campaign through Facebook and Twitter and have developed a follower base that increases daily.
- Created a tool for supervisors to utilize in mentoring and developing their subordinates. This employee development tool is a form that outlines and supports goal setting and its benefit to the individual and police department.
- Completed the process of replacing expired bulletproof vests assigned to sworn personnel. The replacement of these vests was partially funded by a federal grant program in which the police department received \$8,000 during FY2013-14.
- Received a compliance audit by the State of California Peace Officer Standards and Training (P.O.S.T.) on our department training standards, procedures, and record keeping. The final report reflected a positive rating and stated we are in compliance with all P.O.S.T. training standards.
- Completed an upgrade of our network infrastructure to include the replacement of obsolete servers and desktop computers; upgraded operating systems for servers, email and desktop computers; and enhanced network security through the upgrade of related hardware and software applications. These changes will contribute to the long-term viability of police department technology operations.
- Audited the police department's operating budget and implemented several personnel and procedural changes intended to reduce overtime and other operational expenditures.
- Conducted and participated in numerous forums at schools, churches and other public/private entities to educate our community on such topics as crime prevention strategies, gang activity, bullying, school violence, and drug abuse.
- Conducted our annual Candlelight Vigil in Veterans Park in partnership with the Clergy Advisory Group and Neighborhood Watch. This year's program was well attended and focused on crime prevention efforts that specifically targeted at-risk youth.

City of Bell Gardens

POLICE DEPARTMENT

- Held our annual Senior Christmas Party with participation from the Clergy Advisory Group and Neighborhood Watch that was also very well attended.
- Participated in the annual “Torch Run” and “Tip a Cop” raising money and awareness for the Special Olympics.
- Participated in the Battle of the Badges Blood Drive for the 6th consecutive year and received several awards for our final number of donors.
- The police department and POA held its Annual Christmas/Holiday Adopt-a-Family delivering gifts and holiday meals to Bell Gardens families in need of a little additional holiday cheer.
- Implemented The Bell Gardens Police Department Honor Guard Detail to represent the department at funerals, ceremonial functions, graduations and other special events. The Honor Guard serves as the Color Guard at various city, county, state and national events, as well as events held in the private sector. Together, we represent the department and serve as ambassadors of the City of Bell Gardens.
- Our Explorer POST conducted their first “Neighbors for Neighbors” Program clean up event to benefit a Bell Gardens resident.

Goals/Objectives for FY2014-15

- Integrate our Telestaff Timekeeping System with the City’s payroll system for greater reporting efficiency.
- Complete a double authentication login standard by September 2014 for our wireless communications system to comply with a federal mandate. This project is being funded through a federal grant.
- Train all jail staff in mandated state corrections requirements utilizing funds in the amount of \$11,440 awarded to the police department.
- Complete design and construction of enhancements to the police department lobby to include changes to the public counter better accommodating disabled visitors.
- Implement an automated Digital Signage System in the lobby and police department briefing room to enhance communication with the community and department-wide. The system will disseminate information regarding crime trends, wanted persons, events, and general information that is not readily accessible to the public.
- Train a team of police officers in social media to expand our community outreach and facilitate our social media program.
- Assign and train a Public Information Officer to handle all media related inquiries.
- Formal participation in the Southeast Regional Mental Health Team through city council approval of a Memorandum of Agreement with six other southeast area police agencies.

City of Bell Gardens

POLICE DEPARTMENT

- Explore new grant opportunities to supplement existing technology to include video surveillance, participation in Interoperable Communications Information System (ICIS), Computer-aided Dispatch, Records Management and Mobile Operating Systems, and traffic enforcement.
- Purchase and deploy three new patrol vehicles (Ford Explorers) to augment the aging patrol fleet, which will be funded by asset forfeiture funds.
- Enhance community-based policing activity within the department, to include training of patrol officers through the Regional Community Policing Institute on the SARA Model.
- Continue to monitor the department's operating budget and identify ways to cut costs without reducing the level of service.
- Create an At-Risk Leadership Youth Program focused on teaching responsibility, leadership skills, and character building behavior.
- Implement the Information Technology Plan developed in conjunction with the FY2014-15 budget to ensure long-term viability of our network infrastructure.

Positions

The following full-time positions are assigned to the Administrative Division:

- 1 Police Chief
- 1 Secretary to Police Chief
- 1 Captain*
- 1 Administrative Lieutenant
- Training officer (part-time contract employee)
- 1 LA Impact Lieutenant
- 1 LA Impact Sergeant
- 1 LA Impact Detective
- 1 Communication Supervisor
- 1 Lead Dispatchers
- 5 Dispatchers
- 1 Records Supervisor
- 4 Records Clerks
- 1 Administration Secretary*

* Unfunded

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

POLICE DEPARTMENT

**Division: Administration
Fund Name: General
Fund – 110
Division No. 4440**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 671,019	\$ 719,614	\$ 638,200	\$ 457,679
Maintenance & Supply	51,014	97,500	92,702	97,500
Contractual Services	601,680	591,600	507,933	641,600
Capital Outlay	6,704	100,000	99,479	30,000
Total	<u>\$ 1,330,417</u>	<u>\$ 1,508,714</u>	<u>\$ 1,338,315</u>	<u>\$ 1,226,779</u>
 <u>Funding Source</u>				
General Fund	<u>\$ 1,330,417</u>	<u>\$ 1,508,714</u>	<u>\$ 1,338,315</u>	<u>\$ 1,226,779</u>

City of Bell Gardens

POLICE DEPARTMENT
Police Administration
110-4440

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4440-0100	Salaries	392,548	404,197	367,449	257,898
4440-0120	Vacation/Sick Leave Buyout	7,349	14,325	7,999	8,698
4440-0150	Auto/Cell Allowance	3,009	3,000	2,905	3,000
4440-0200	Overtime	824	1,000	935	1,000
4440-0220	Part-Time	-	-	-	-
4440-0300	Retirement	164,028	177,035	157,903	111,624
4440-0310	Social Security	-	-	-	-
4440-0320	Medicare	5,859	6,112	5,504	3,909
4440-0350	Unemployment	-	942	-	628
4440-0400	Health Insurance	75,398	78,654	68,975	47,548
4440-0420	Workers Comp.	22,004	34,350	26,530	23,375
Total	Personnel Services	671,019	719,614	638,200	457,679
Maintenance & Supply					
4440-1010	Office Supplies	27,544	23,000	33,608	23,000
4440-1100	Medical & First Aid Supplies	1,076	1,000	709	1,000
4440-1200	Postage	5,140	4,000	3,318	4,000
4440-1300	Reproduction	17,169	14,500	23,170	14,500
4440-1500	Substation Set-Up & Maint	85	-	-	-
4440-1501	Range Supplies	-	55,000	31,897	55,000
Total	Maintenance & Supply	51,014	97,500	92,702	97,500
Contractual Services					
4440-2040	Telephone	36,919	10,000	15,849	5,000
4440-2200	Membership & Dues	4,660	5,600	4,754	5,600
4440-2210	Conf., Meetings, Travel	780	1,000	512	1,000
4440-2510	Comm. Equip. Maint. & Repair	7,002	15,000	3,877	15,000
4440-2710	Training	38,702	40,000	58,368	50,000
4440-2800	Contractual Services	96,444	110,000	76,881	100,000
4440-2810	Professional Services	417,173	410,000	347,693	465,000
Total	Contractual Services	601,680	591,600	507,933	641,600
Capital Outlay					
4440-3050	Furniture & Equipment	6,704	100,000	99,479	30,000
Total	Capital Outlay	6,704	100,000	99,479	30,000
Total	Police Administration	1,330,417	1,508,714	1,338,315	1,226,779

City of Bell Gardens

POLICE DEPARTMENT

Bureau: Field Services

Purpose

The Field Services Bureau carries out the police department's basic responsibility of protecting lives and property, as well as maintaining peace in the community. The Field Services Bureau is the largest unit of the police department and is supervised by two Police Lieutenants who are members of the command staff, who combined, provide patrol oversight seven days a week. The Bureau consists of Patrol, Traffic, K-9, Communications, Jail Operations, and Neighborhood Watch.

Patrol

The Division's patrol function is staffed by 24 full-time police officers who patrol the City in marked black and white police vehicles. Patrol officers respond to calls for service, act as a deterrent to crime, enforce federal, state and local laws, and respond to a wide range of emergencies on a 24/7 basis.

Traffic Enforcement

One motorcycle officer is assigned to traffic enforcement and investigations; one motorcycle position is unfilled. The purpose of this unit is to reduce injuries and/or deaths that occur from traffic accidents. This is done through the enforcement of traffic laws and programs aimed at educating the public on roadway dangers. An analysis of traffic accident data is studied to determine where to focus enforcement efforts. An advanced software mapping system called 'Total Station' is used to investigate serious injury or fatal traffic collisions, in addition to major crime scenes.

Communications Unit

The Communications Unit is staffed 24/7 and consists of three full time dispatchers and one lead dispatcher. The unit serves as a central point of communication between the community and police department. Dispatchers answer public line telephone calls for service and emergency calls utilizing the department's 911 system, record the activities of patrol officers, and provide support and information to all field personnel.

Parking Enforcement

A Community Services Officer provides parking enforcement to include violations for street sweeping throughout the City as a collateral duty.

City of Bell Gardens

POLICE DEPARTMENT

Jail Operations

The police department staffs a Type I jail that is operational 24/7. The jail is supervised by an Administrative Sergeant. The jail has an efficient staffing model that utilizes 15 part-time jailers to book, supervise and transport in-custody prisoners to court.

Neighborhood Watch

The Neighborhood Watch Program is designed to garner involvement of community members in reporting crime and sharing information with police about problems in their neighborhoods. The program is designed as a crime prevention tool and encourages active participation. The Neighborhood Watch Program promotes crime prevention awareness in the community through neighborhood meetings and various community events. This program is facilitated by a full-time non-sworn department member, and supervised by an Administrative Sergeant.

Disaster Awareness/Preparedness

As part of the City's Disaster Management responsibilities, the police department has designated a collateral duty assignment to a patrol lieutenant who will have oversight of the police department's planning and response to a natural or man-made disaster. These duties consist of collaboration with City staff, review and revision of the City's Disaster Management Plan, re-design of the City's Emergency Operations Center, and awareness training for all department and City personnel.

Field Services- FY13-14 Accomplishments

- Reduced Part I crimes of robbery and motor vehicle theft by 18% and 11%, respectively; ended the year with no homicides.
- Reduced the number of injury traffic collisions by 17%, and overall traffic collisions by 2%.
- Formed a Southeast Regional Mental Health Team with Downey, Southgate, Huntington Park, Vernon, Signal Hill, and Bell Police Departments to address prisoner realignment and related homelessness and mental health issues.
- Hosted a training seminar in collaboration with Los Angeles County Department of Mental Health to educate police officers on techniques for handling incidents involving homeless and/or mentally ill persons. A total of 60 police officers from various southeast area police agencies attended this 4-hour course.

City of Bell Gardens

POLICE DEPARTMENT

- Signed an agreement to implement an EZ Card Kiosk System in the jail and police lobby. This system will help facilitate efficient collection of prisoner money, bail, and/or payment of fees or fines related to police department operations.
- Acquired \$10,000 in supplies and equipment through the Federal Government
- 10-33 Program for use during a natural or man-made disaster. This equipment includes tents, cots, and medical aids.
- Upgraded the police department's Emergency 911 System with Vesta Next Generation 4 equipment in the amount of \$33,000. This upgrade was funded through the State of California Public Safety Answering Point (PSAP) fund.
- Seized \$1,065,000 in cash as part of a narcotics investigation, of which, approximately \$850,000 in asset forfeiture funds is expected to be returned to the police department in FY2014-15.
- Provided extensive advance officer training to line and supervisory level personnel to include leadership courses such as the Deputy Leadership Institute (DLI), Supervisory Leadership Institute (SLI), LAPD Leadership Program, FBI National Academy, and the Senior Management Institute for Police (SMIP), instructed by Harvard's Kennedy School of Government.

Goals/Objectives for FY 2014-15

- Continue to prioritize enforcement efforts utilizing the Southeast Regional Mental Health Team, area AB109 teams, and patrol resources with emphasis on reducing property crimes that continue to increase since the mandated Prisoner Realignment Act.
- Reduce the total number of Part I crimes by 5% over the previous year.
- Reduce the number of pedestrian collisions by 10% through education and enforcement; collaboration with Southeast Traffic Safety Coalition (10 LA County police agencies) as part of our enforcement efforts.
- Complete police academy and field training of two new police officer trainees, and assign to patrol support.
- Complete selection, background, and training for two vacant dispatcher positions.
- Recruit and select a new Dispatch Supervisor as part of the police department management team.
- Recruit and train part-time jailers to efficiently and safely staff our jail on a 24 hour basis.
- Installation and expansion of the EZ Card Kiosk System to create greater efficiency at the public counter, and greater accountability of funds we collect.
- Place greater emphasis and awareness on disaster preparedness planning, training, and equipment acquisition to include training for all department heads concerning duties and responsibilities during a disaster, a table-top disaster exercise, and re-design of the Emergency Operations Center (EOC).

City of Bell Gardens

POLICE DEPARTMENT

- Complete an RFP for design and implementation of a camera surveillance system covering City Hall, the police department, and City parks; integrate system with existing Shotspotter technology.
- Review and revise existing dispatcher training material and training practices; create and implement a detailed Dispatcher Training Program.
- Collaborate with southeast area police agencies, Montebello Unified School District, Los Angeles County Fire personnel and other first responders to train on active shooter scenarios to include those related to violence in schools.

Positions

The following full-time positions are assigned to the Field Services Division:

- 2 Lieutenants
- 4 Patrol Sergeants
- 1 Administrative Sergeant
- 1 Motorcycle Officer
- 1 K-9 Officer
- 25 Patrol Officers *
- 6 Community Service Officers (evidence, fleet, parking, field support)
- 1 Neighborhood Watch Coordinator

* 1 unfunded position

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

POLICE DEPARTMENT

**Division: Field Services
Fund Name: General
Fund – 110
Division No. 4441**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 6,992,777	\$ 7,947,637	\$ 7,741,342	\$ 8,211,173
Maintenance & Supply	69,505	56,900	53,962	56,900
Contractual Services	220,715	225,000	226,937	225,000
Total	<u>\$ 7,282,997</u>	<u>\$ 8,229,537</u>	<u>\$ 8,022,241</u>	<u>\$ 8,493,073</u>
 <u>Funding Source</u>				
General Fund	<u>\$ 7,282,997</u>	<u>\$ 8,229,537</u>	<u>\$ 8,022,241</u>	<u>\$ 8,493,073</u>

City of Bell Gardens

POLICE DEPARTMENT
Field/Patrol Services
110-4441

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4441-0100	Salaries	3,625,730	4,117,828	3,878,845	4,080,296
4441-0120	Vacation/Sick Leave Buyout	61,081	83,906	143,948	154,575
4441-0150	Auto/Cell Allowance	-	-	-	-
4441-0200	Overtime	471,262	450,000	633,244	535,000
4441-0201	Reimbursable Overtime	-	-	-	67,500
4441-0220	Part Time Employees	-	-	-	-
4441-0300	Retirement	1,616,573	1,802,843	1,788,868	1,839,976
4441-0310	Social Security	1,740	-	129	-
4441-0320	Medicare	62,332	61,606	70,828	62,073
4441-0350	Unemployment	-	15,493	-	15,838
4441-0400	Health Insurance	832,394	1,005,385	876,645	1,004,995
4441-0420	Workers Comp.	281,775	363,637	306,365	404,879
4441-0500	Uniform Allowance	39,890	46,940	42,470	46,040
Total	Personnel Services	6,992,777	7,947,637	7,741,342	8,211,173
Maintenance & Supply					
4441-1500	Prisoner Maintenance-Jail Man-	19,745	22,500	18,109	22,500
4441-1700	Uniforms & Prot. Clothing	29,886	20,000	24,755	20,000
4441-1702	Uniforms - Explorer	775	1,400	416	1,400
4441-1800	Small Equip Tools & Hdwr	19,099	13,000	10,682	13,000
Total	Maintenance & Supply	69,505	56,900	53,962	56,900
Contractual Services					
4441-2200	Membership & Dues	133	-	-	-
4441-2300	Vehicle Fuel & Oil	154,662	160,000	143,001	144,000
4441-2310	Vehicle Repair	65,920	65,000	83,936	81,000
Total	Contractual Services	220,715	225,000	226,937	225,000
Total	Field/Patrol Services	7,282,997	8,229,537	8,022,241	8,493,073

City of Bell Gardens

POLICE DEPARTMENT

Bureau: Investigative Services

Purpose

The Investigative Services Bureau is responsible for providing investigative support of the Field Services Bureau. The Bureau consists of the General Investigations Unit, Special Investigations Unit, Records Unit, and Gaming Unit, and involvement in regional probation, parole, and narcotics task forces.

General Investigations Unit (GIU)

The General Investigations Unit is staffed by four detectives and one detective sergeant who supervises the unit. This unit conducts follow-up investigations regarding crimes against property and crimes against persons. Detectives focus the majority of their efforts on investigating and identifying suspects, and working with the District Attorney's Office to file criminal charges and prosecute suspects. Detectives also work closely with other federal, state, and local law enforcement agencies, to include the AB109 Regional Task Force.

Special Investigations Unit (SIU)

The Special Investigations Unit (SIU) consists of six detectives and one detective sergeant, who performs the duties of the unit supervisor. SIU works closely with patrol personnel and is primarily responsible for the investigation and enforcement of gang related criminal activity and narcotics offenses. The detectives in SIU have received special training in gang and narcotics recognition and enforcement techniques. SIU also works frequently with other law enforcement agencies at the county, state and federal level in the investigation of major crimes.

Records Unit

This unit currently consists of three records clerks and one records supervisor. The Unit operates fourteen hours a day, seven days a week. The primary responsibility of the unit is to process, update, and/or record activity associated with criminal and traffic offenses, traffic citations, and other law enforcement related documents. Unit personnel are also tasked with providing assistance to the community at the public counter in the department's lobby area. Additionally, the records supervisor is responsible for the supervision of property and evidence, safekeeping / disposal.

City of Bell Gardens

POLICE DEPARTMENT

Records Unit

This unit currently consists of three records clerks and one records supervisor. The Unit operates fourteen hours a day, seven days a week. The primary responsibility of the unit is to process, update, and/or record activity associated with criminal and traffic offenses, traffic citations, and other law enforcement related documents. Unit personnel are also tasked with providing assistance to the community at the public counter in the department's lobby area. Additionally, the records supervisor is responsible for the supervision of property and evidence, safekeeping / disposal.

Gaming Unit

The Gaming Unit is part of GIU. The Gaming Unit is staffed by a gaming clerk who is responsible for the licensing of approximately 1,500 casino employees. The Gaming Unit also initiates investigations of criminal activity at the Bicycle Casino, as well as acting as a point of contact for federal, state, and local law enforcement agencies interested in gaming information.

LA-IMPACT

The police department participates in the Los Angeles Interagency Metropolitan Police Apprehension Crime Task Force (L.A. IMPACT). There is currently a lieutenant, sergeant and detective assigned to this task force. The lieutenant is a member of the police department's command staff, and is also part of the management structure of the task-force as a Deputy Director, working full-time in the assignment and reporting to the Director of LA IMPACT. The sergeant supervises a field task force team that handles large-scale narcotics investigations, while the detective is assigned to a team for the purpose of providing investigative support. Bell Gardens is reimbursed for all overtime expenditures and receives asset forfeiture funds from property and cash seizures made by the task force, which by law are required to be used for front line law enforcement expenditures.

Southern California Drug Task Force

The police department participated in the Southern California Drug Task Force during FY13-14; however, effective July 1, 2014, the detective assigned to this task force was removed and re-assigned to LA IMPACT.

Investigations Bureau- FY 13-14 Accomplishments

- Received \$93,945 in state funding to cover personnel costs related to AB109 enforcement details.

City of Bell Gardens

POLICE DEPARTMENT

- Implemented a new E-Subpoena System that allows for electronic service and monitoring of subpoenas directly through the Los Angeles County District Attorney's Office.
- Reinstated the Special Investigations Unit assigning a new detective supervisor and six new detectives. The unit has a new policing philosophy that focuses on Problem Oriented Policing and quality of life issues in addition to gang and narcotics enforcement.
- The Special Operations Team (SOT) became operational in June 2014 and to date has conducted three successful search warrants in which weapons and narcotics were recovered, and several arrests were made.
- Acquired \$25,000 in equipment through the federal government's 10-33 Program for use by the Special Operations Team during search warrant deployments.
- Collaborated with surrounding Southeast agencies to conduct several multi-agency gang suppression and parole/probation compliance details that resulted in numerous arrests.
- Received approximately \$100,000 in asset forfeiture funds through our involvement in regional narcotics task forces.

Goals/Objectives for FY2014-15

- Continue work with the City Attorney's Office to finalize a City-wide gang injunction.
- Continue participation in the Southeast Area AB 109 Task Force to ensure compliance of probationers and parolees released as a result of prisoner realignment.
- Implement a new Alarm Tracking Management System that will help to identify high-risk businesses that create false alarms. The new system will help with the collection of fines, and reduce our need to expend additional resources responding to these events.
- Continue specialized training needed for the police department's Special Operations Team (SOT), and utilize team to target high risk offenders.

Positions

The following full-time positions are assigned to the Investigations Bureau:

- 1 Lieutenant
- 2 Detective Sergeants
- 9 Detectives
- 1 Gaming Clerk

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

POLICE DEPARTMENT

**Division: Operations
Fund Name: General
Fund – 110
Division No. 4444**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 2,539,230	\$ 2,453,565	\$ 2,460,687	\$ 2,691,909
Maintenance & Supply	28,471	22,500	32,762	27,500
Total	<u>\$ 2,567,701</u>	<u>\$ 2,476,065</u>	<u>\$ 2,493,449</u>	<u>\$ 2,719,409</u>
 <u>Funding Source</u>				
General Fund	<u>\$ 2,567,701</u>	<u>\$ 2,476,065</u>	<u>\$ 2,493,449</u>	<u>\$ 2,719,409</u>

City of Bell Gardens

POLICE DEPARTMENT
Investigative Services
110-4444

Account Number/Description	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Estimated	FY 2014-15 Adopted
Personnel Services				
4444-0100 Salaries	1,374,134	1,300,679	1,315,648	1,432,347
4444-0120 Vacation/Sick Leave Buyout	31,688	23,391	33,353	32,968
4444-0150 Auto/Cell Allowance	-	-	-	-
4444-0200 Overtime	213,521	250,000	210,433	180,000
4444-0201 Reimbursable Overtime	-	-	-	22,500
4444-0220 Part-Time	4,405	-	-	-
4444-0300 Retirement	431,064	380,912	429,614	475,812
4444-0310 Social Security	273	-	-	-
4444-0320 Medicare	23,428	19,375	23,130	21,446
4444-0350 Unemployment	2,686	6,173	2,015	6,770
4444-0400 Health Insurance	364,840	377,117	354,071	397,967
4444-0420 Workers Comp.	80,131	83,758	80,294	108,390
4444-0500 Uniform Allowance	13,060	12,160	12,130	13,710
Total Personnel Services	2,539,230	2,453,565	2,460,687	2,691,909
Maintenance & Supply				
4444-1800 Small Equip Tools & Hdwr	934	2,500	1,805	2,500
4444-1970 Community Policing Prgm Supls	3,615	5,000	5,077	5,000
4444-1980 Special Investigation	23,922	15,000	25,880	20,000
Total Maintenance & Supply	28,471	22,500	32,762	27,500
Total Operations	2,567,701	2,476,065	2,493,449	2,719,409

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2014-15

POLICE DEPARTMENT

Division: Investigations
Fund Name: Public Safety Augmentation
Fund – 151
Division No. 4444

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 201,036	\$ 237,948	\$ 254,511	\$ 283,250
Contractual Services	-	-	-	-
Total	<u>\$ 201,036</u>	<u>\$ 237,948</u>	<u>\$ 254,511</u>	<u>\$ 283,250</u>
<u>Funding Source</u>				
Public Safety Augmentation	<u>\$ 201,036</u>	<u>\$ 237,948</u>	<u>\$ 254,511</u>	<u>\$ 283,250</u>

City of Bell Gardens

POLICE DEPARTMENT
Public Safety Augmentation Fund
151-4444

Account Number/Description	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	Actual	Adopted	Estimated	Adopted
Personnel Services				
4444-0200 Overtime	17	-	10	-
4444-0220 Part-time	179,012	215,000	224,261	250,000
4444-0300 Retirement	-	-	6,346	15,625
4444-0310 Social Security	11,049	13,330	7,725	-
4444-0320 Medicare	2,584	3,118	3,252	3,625
4444-0320 Unemployment	2,006	-	3,790	4,000
4444-0420 Workers Compensation	6,368	6,500	9,127	10,000
Total Personnel Services	201,036	237,948	254,511	283,250
Contractual Services				
4444-2800 Contractual Services	-	-	-	-
Total Contractual Services	-	-	-	-
Capital Outlay				
4444-3050 Furniture & Equipment	-	-	-	-
4444-3150 Other Equip (Cap Outlay)	-	-	-	-
Total Capital Outlay	-	-	-	-
Total Public Safety Augmentation Fund	201,036	237,948	254,511	283,250

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2014-15

POLICE DEPARTMENT

Division: Operations
Fund Name: SLESF
Fund – 152
Division No. 4444

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Operating Transfer to 151	\$ 100,141	\$ 100,000	\$ 100,000	\$ 100,000
Total	<u>\$ 100,141</u>	<u>\$ 100,000</u>	<u>\$ 100,000</u>	<u>\$ 100,000</u>
 <u>Funding Source</u>				
SLESF	<u>\$ 100,141</u>	<u>\$ 100,000</u>	<u>\$ 100,000</u>	<u>\$ 100,000</u>

City of Bell Gardens

POLICE DEPARTMENT
 SLESF
 152-4444

Account Number/Description		FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Estimated	FY 2014-15 Adopted
	Operating Transfer to 151	100,141	100,000	100,000	100,000
Total	SLESF	100,141	100,000	100,000	100,000

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2014-15

POLICE DEPARTMENT

Division: Operations
Fund Name: COPS 2010 Grant
Fund – 153
Division No. 4441

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 327,680	\$ -	\$ -	\$ -
Total	\$ 327,680	\$ -	\$ -	\$ -
<u>Funding Source</u>				
COPS 2010 Grant	\$ 327,680	\$ -	\$ -	\$ -

City of Bell Gardens

**POLICE DEPARTMENT
COPS 2010 Grant Fund
153-4441**

	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description	Actual	Adopted	Estimated	Adopted
Personnel Services				
4441-0100 Salaries	179,007	-	-	-
4441-0120 Vacation/Sick Leave Buyout		-	-	-
4441-0200 Overtime	4,482	-	-	-
4441-0300 Retirement	79,938	-	-	-
4441-0320 Medicare	3,290	-	-	-
4441-0350 Unemployment	3,019	-	-	-
4441-0400 Health Insurance	41,800	-	-	-
4441-0420 Workers Compensation	13,644	-	-	-
4441-0500 Uniform/Boot Allowance	2,500	-	-	-
Total Personnel Services	327,680	-	-	-
Total COPS 2010 Grant Fund	327,680	-	-	-

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2014-15

POLICE DEPARTMENT

Division: Operations
Fund Name: ABC Grant
Fund – 154
Division No. 4444

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 36,087	\$ -	\$ -	\$ 10,000
Contractual Services	3,134	-	672	-
Transfers Out/Furniture	760	-	-	-
Total	<u>\$ 39,981</u>	<u>\$ -</u>	<u>\$ 672</u>	<u>\$ 10,000</u>
<u>Funding Source</u>				
ABC Grant	<u>\$ 39,981</u>	<u>\$ -</u>	<u>\$ 672</u>	<u>\$ 10,000</u>

City of Bell Gardens

POLICE DEPARTMENT
ABC Grant Fund
154-4444

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
	4444-0200 Overtime	36,087	-	-	10,000
Total	Personnel Services	36,087	-	-	10,000
Contractual Services					
	4444-1000 Maintenance and Supplies	910	-	-	-
	4444-2710 Training	2,224	-	-	-
	4444-2800 Contractual Services	-	-	672	-
Total	Contractual Services	3,134	-	672	-
Transfers Out					
	4900-9110 Transfer to General Fund	-	-	-	-
	4900-9998 Contributions to Other Funds	-	-	-	-
Furniture and Equipment					
	154-4444-3050-Furniture and Equipment	760	-	-	-
Total	Furniture and Equipment	760	-	-	-
Total	ABC Grant Fund	39,981	-	672	10,000

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2014-15

POLICE DEPARTMENT

Division: Operations
 Fund Name: 2008 State Homeland Security Grant
 Fund – 155
 Division No. 4444

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Capital Outlay	\$ 85,266	\$ -	\$ 16,252	\$ -
Total	<u>\$ 85,266</u>	<u>\$ -</u>	<u>\$ 16,252</u>	<u>\$ -</u>
 <u>Funding Source</u>				
2008 State Homeland	<u>\$ 85,266</u>	<u>\$ -</u>	<u>\$ 16,252</u>	<u>\$ -</u>

City of Bell Gardens

POLICE DEPARTMENT
2008 State Homeland Security Grant Fund
155-4444

Account Number/Description	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Estimated	FY 2014-15 Adopted
Capital Outlay				
4444-3150 Other Equip (Cap Outlay)	85,266	-	16,252	-
Total Capital Outlay	85,266	-	16,252	-
Total 2008 State Homeland Security Grant Fund	85,266	-	16,252	-

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2014-15

POLICE DEPARTMENT

Division: Operations
Fund Name: JAG Grants
Fund – 171
Division No. 4446/4447

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Contractual Service	\$ 9,885	\$ -	\$ -	\$ -
Capital Outlay	13,921	-	37,658	15,000
Total	\$ 23,806	\$ -	\$ 37,658	\$ 15,000
<u>Funding Source</u>				
JAG Grants	\$ 23,806	\$ -	\$ 37,658	\$ 15,000

City of Bell Gardens

**POLICE DEPARTMENT
JAG Grants
171-4446/4447**

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Contractual Services					
	171-4447-2710-Training	9,885	-	-	-
	Total Contractual Services	9,885	-	-	-
Capital Outlay					
	4446-3150 Other Equipment (Capital Outlay)	-	-	-	-
	4447-3150 Other Equipment (Capital Outlay)	13,921	-	37,658	15,000
Total	Capital Outlay	13,921	-	37,658	15,000
Total	JAG Grants	23,806	-	37,658	15,000

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2014-15

POLICE DEPARTMENT

Division: Administration
Fund Name: Asset Seizure & Forfeiture
Fund – 830
Division No. 4444

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Contractual Services	\$ 202,746	\$ 55,000	\$ 58,314	\$ 95,000
Capital Outlay	76,499	242,500	217,347	370,000
Total	<u>\$ 279,245</u>	<u>\$ 297,500</u>	<u>\$ 275,660</u>	<u>\$ 465,000</u>
<u>Funding Source</u>				
Asset Seizure & Forfeiture	<u>\$ 279,245</u>	<u>\$ 297,500</u>	<u>\$ 275,660</u>	<u>\$ 465,000</u>

City of Bell Gardens

POLICE DEPARTMENT
Asset Seizure & Forfeiture Fund
830-4444

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
	Contractual Services				
	4444-0200 Overtime	-	-	-	25,000
	4444-2710 Training	16,191	25,000	41,820	25,000
	4444-2800 Contractual Services	186,555	30,000	16,494	70,000
Total	Contractual Services	202,746	55,000	58,314	95,000
	Capital Outlay				
	4444-1800 Small Equipment & Hardware	-	-	-	20,000
	4444-3050 Furniture & Equipment	45,716	162,500	135,511	150,000
	4444-3150 Other Equip (Cap Outlay)	30,783	80,000	81,836	200,000
Total	Capital Outlay	76,499	242,500	217,347	370,000
Total	Asset Seizure & Forfeiture Fund	279,245	297,500	275,660	465,000

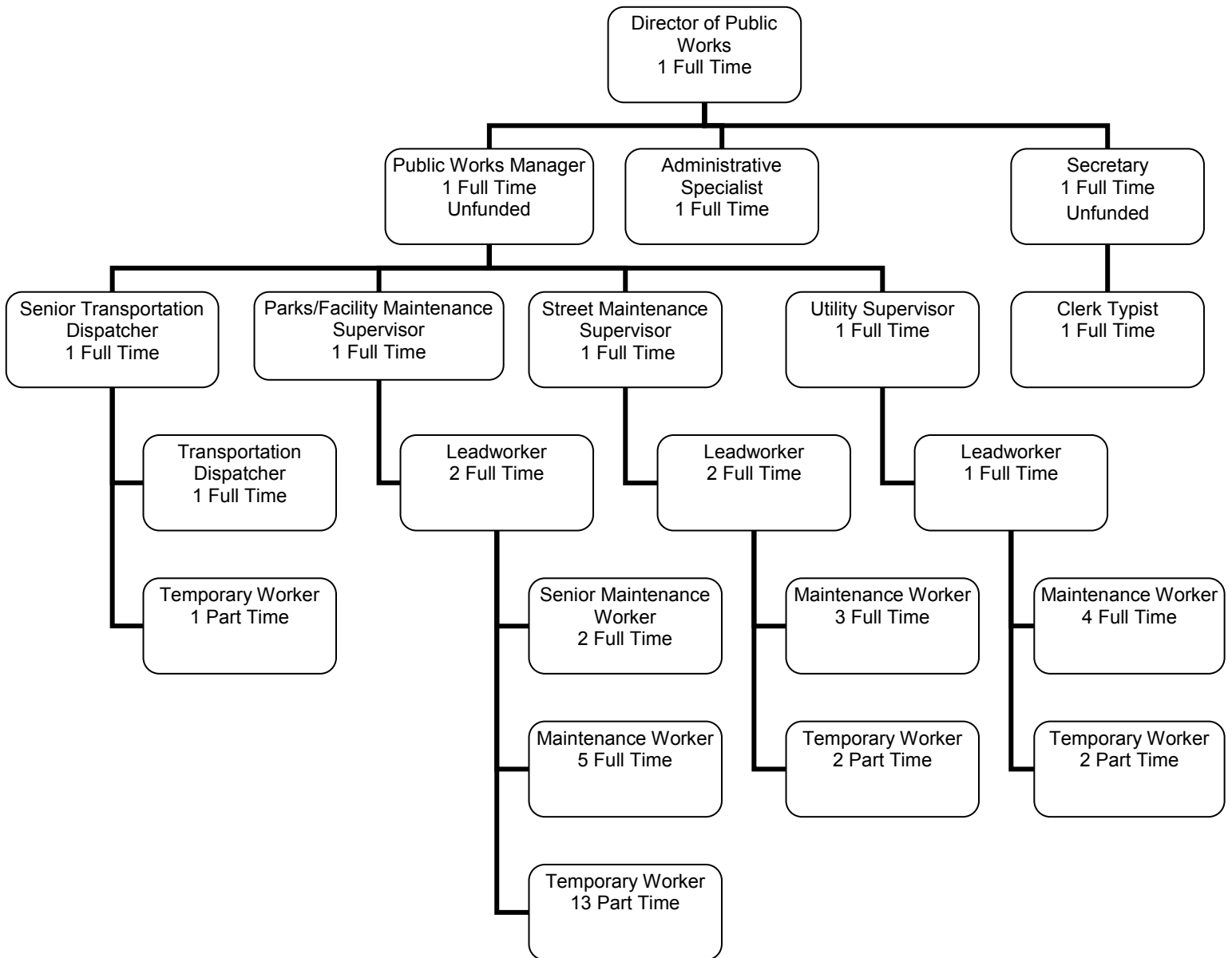
City of Bell Gardens



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City of Bell Gardens

Public Works Organization Chart



City of Bell Gardens

PUBLIC WORKS

Department: Public Works

Division: Street Maintenance – Gas Tax

Purpose

The Street Maintenance Division is responsible for maintaining and repairing all streets, sidewalks and street related capital improvements for the City in an efficient cost-effective manner. Services are performed for the safety of residents, motorists and pedestrians who utilize the roadways.

Current Year Accomplishments

- Completed service requests to repair raised sidewalks, curbs, gutters and driveway approaches at various locations citywide.
- 1,300 potholes repaired citywide.
- Installed and removed flags and banners for holidays and special events.
- Installed flashing beacons at:
 - Garfield Avenue and Muller Street
 - Garfield Avenue and Quinn Street
 - Gage Avenue and Ajax Avenue
 - Gage Avenue and Specht Avenue
 - Maintained Solar Powered Driver Feedback Sign at:
 - Quinn Street between Lynda Lane and Jaboneria Road
 - Jaboneria Road and Quinn Street
 - Jaboneria Road and Muller Street
 - Jaboneria Road and Cecilia Street
 - Jaboneria Road and Priory Street
 - Jaboneria Road and Live Oak Street
 - Live Oak Street and Purdy Avenue
 - Gage Avenue and Colmar Avenue
 - Gage Avenue and Jaboneria Road
 - Gage Avenue and Ira Avenue
 - Loveland Street and El Cortez Avenue
 - Loveland Street and Jaboneria Road
 - Loveland Street and Alvina Street
 - Loveland Street and Suva Street
 - Florence Place and Sudan Avenue
 - Florence Place and Emil Avenue
 - Garfield Avenue and Clara Street
 - Garfield Avenue and Florence Avenue
 - Clara Street and Garfield Avenue

City of Bell Gardens

PUBLIC WORKS

- Painted and maintained pavement legends and markings for 37 traffic signal controlled intersections.
- Re-painted 295 “Stop” pavement legend locations citywide.
- Re-painted 110 locations – pedestrian crosswalks and miscellaneous legends such as “Ped-Xing,” speed limits, dips and arrows and stops.
- Re-painted over 60,000 linear feet of colored curbs in the City, red, green and yellow signifying parking guidelines and restrictions.
- Re-painted over 30,000 linear feet (5 miles) of yellow and white lane striping.
- Emergency response for removal of hazardous trees and/or limbs.
- Performed asphalt overlays, patches and/or reconstruction (1,000 Tons).
- Green Waste Program continued for all tree trimming operations.
- Oil and paint recycling/disposal program coordinated with vendors and quantities monitored for reporting purposes.
- E-waste disposal program monitored and reported for AB939 requirements.
- Replaced and maintained missing and damaged raised pavement markers.
- Installed and replaced various signs as needed: “Stop”, Street Sweeping, Parking Restrictions and various Speed Limits.
- Cleaned or replaced over 2,500 traffic signs citywide.
- Provided sandbags to residents as needed during rainy season.
- Implemented a storm drain protection program using best management practices. Expanded sidewalk grinding repair program citywide.

Objectives and Performance Data

- Maintain all City traffic signs and safety devices through efficient, cost-effective methods to assure safety and visibility for motorists, pedestrians and residents.
- Continue maintenance program for repair of sidewalks, curbs and gutter work for public safety.
- Continue maintenance program for asphalt repairs on roadways, streets and alleys.
- Re-stripe City’s roadways and replace raised pavement markers as needed.
- Maintain flashing beacons at various locations.
- Replace all truck route signs citywide as needed.
- Replace existing Porcelain signs to Aluminum High Intensity signs to comply with new regulations.
- Re-paint all center median noses yellow with reflective glass beads.
- Re-paint all center median posts.
- Replace illuminated street name signs as needed, including color change.
- Maintain storm drains in compliance with regulations using best management practices.
- Maintain the burke oil site clean.
- Make repairs to Parks’ pathways as needed.
- Slurry and re-strip the Police Department’s parking lot.
Repaint and re-strip all Handicap Parking stalls citywide.

City of Bell Gardens

PUBLIC WORKS

Positions

Full-Time

1 Supervisor
3 Maintenance Workers
2 Lead Workers

Part-Time

2 Workers

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

PUBLIC WORKS

**Division: Street Maintenance
Fund Name: General
Fund – 110
Division No. 4550**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 43,456	\$ 44,193	\$ 43,442	\$ 45,199
Maintenance & Supply	5,943	8,000	5,231	8,000
Contractual Services	247,180	331,000	261,351	225,175
Capital Outlay	-	-	2,890	500
Total	<u>\$ 296,579</u>	<u>\$ 383,193</u>	<u>\$ 312,914</u>	<u>\$ 278,874</u>
 <u>Funding Source</u>				
General Fund	<u>\$ 296,579</u>	<u>\$ 383,193</u>	<u>\$ 312,914</u>	<u>\$ 278,874</u>

Public Works
General Fund
Street Maintenance
110-4550

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4550-0100	Salaries	18,280	18,242	18,234	18,242
4550-0120	Vacation/Sick Leave Buyouts	333	333	333	333
4550-0150	Auto/Cell Allowance	-	-	-	-
4550-0200	Overtime	28	500	37	500
4550-0220	Part-time	11,991	14,200	9,602	14,200
4550-0300	Retirement	2,921	2,976	3,011	3,168
4550-0310	Social Security	744	880	267	888
4550-0320	Medicare	444	269	370	269
4550-0350	Unemployment	2,019	119	3,989	119
4550-0400	Health Insurance	5,561	5,886	6,580	6,604
4550-0420	Workers Comp	1,135	788	1,018	876
Total	Personnel Services	43,456	44,193	43,442	45,199
Maintenance & Supply					
4550-1010	Office Supplies	5,467	7,500	4,529	7,500
4550-1200	Postage	476	500	702	500
Total	Maintenance & Supply	5,943	8,000	5,231	8,000
Contractual Services					
4550-2040	Telephone	-	-	-	-
4550-2200	Membership & Dues	-	-	-	-
4550-2200	Membership & Dues	80	-	75	75
4550-2210	Conf., Meetings, Travel	430	1,000	1,088	1,000
4550-2400	Prop. & Liability Insur	-	-	-	-
4550-2710	Training	-	-	-	-
4550-2800	Contractual Services	246,670	210,000	224,268	224,100
4550-2810	Professional Services	-	120,000	35,920	-
Total	Contractual Services	247,180	331,000	261,351	225,175
Capital Outlay					
4551-3050	Other Equip (Cap Outlay)	-	-	2,890	500
Total	Capital Outlay	-	-	2,890	500
Capital Outlay					
4550-3150	Other Equip (Cap Outlay)	-	-	-	-
Total	Capital Outlay	-	-	-	-
Total	Street Maintenance	296,579	383,193	312,914	278,874

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

PUBLIC WORKS

**Division: Street Maintenance
Fund Name: Gas Tax
Fund – 210
Division No. 4550**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 584,421	\$ 626,682	\$ 573,293	\$ 580,017
Maintenance & Supply	108,738	105,700	134,758	105,700
Contractual Services	366,489	367,800	378,256	482,940
Capital Outlay	-	5,000	-	10,000
Total	<u>\$ 1,059,648</u>	<u>\$ 1,105,182</u>	<u>\$ 1,086,308</u>	<u>\$ 1,178,657</u>
<u>Funding Source</u>				
Gas Tax	<u>\$ 1,059,648</u>	<u>\$ 1,105,182</u>	<u>\$ 1,086,308</u>	<u>\$ 1,178,657</u>

Public Works
Gas Tax Fund
Street Maintenance Division
210-4550

Account Number/Description	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	Actual	Adopted	Estimated	Adopted
Personnel Services				
4550-0100 Salaries	354,285	362,541	345,273	336,447
4550-0120 Vacation/Sick Leave Buyouts	4,558	4,515	3,900	3,756
4550-0150 Auto/Cell Allowance	358	2,822	2,479	2,520
4550-0200 Overtime	9,348	8,000	8,586	8,000
4550-0210 Standby	2,349	3,100	2,095	3,100
4550-0220 Part-time	30,368	41,200	29,174	35,000
4550-0300 Retirement	56,215	59,138	54,294	58,431
4550-0310 Social Security	658	2,555	1,574	2,188
4550-0320 Medicare	4,262	4,290	4,648	4,475
4550-0350 Unemployment	1,641	2,013	-	1,934
4550-0400 Health Insurance	105,932	119,693	105,511	106,914
4550-0420 Workers Comp	13,295	15,662	14,654	16,149
4550-0500 Uniform Allowance	1,152	1,152	1,106	1,102
Total Personnel Services	584,421	626,682	573,293	580,017
Maintenance & Supply				
4550-1050 Publications	-	200	-	200
4550-1100 Med & First Aid Supplies	933	500	-	500
4550-1350 Photo Supplies	-	100	-	100
4550-1600 Special Supplies	1,862	5,500	1,677	5,500
4550-1610 Street Supplies	97,099	90,000	120,765	90,000
4550-1700 Uniforms & Prot Clothing	2,941	3,400	4,938	3,400
4550-1800 Small Equip Tools & Hdwr	5,903	6,000	7,378	6,000
Total Maintenance & Supply	108,738	105,700	134,758	105,700
Contractual Services				
4550-2010 Electric	41,761	47,000	42,093	47,000
4550-2040 Telephone	-	-	-	-
4550-2100 Equipment Rental	256	1,500	918	1,500
4550-2160 Mileage Reimbursement	-	-	-	-
4550-2200 Membership & Dues	280	800	541	800
4550-2210 Conf., Meetings, Travel	200	2,000	2,035	2,000
4550-2300 Vehicle Fuel & Oil	22,001	20,000	19,954	20,000
4550-2310 Vehicle Repair	9,202	10,000	10,926	10,000
4550-2320 Vehicle Tires	2,159	2,000	2,707	2,000
4550-2500 Gen Equip. Maint. & Repair	3,280	3,000	221	3,000
4550-2510 Comm Equip. Maint. & Repair	-	500	-	500
4550-2710 Training	45	1,000	506	1,000
4550-2800 Engineering	27,915	27,000	28,320	27,000
4550-2810 Professional Services	171,248	169,000	194,002	283,000
4550-2840 Signal Services	88,142	84,000	76,034	85,140
Total Contractual Services	366,489	367,800	378,256	482,940
Capital Outlay				
4550-3150 Other Equip (Cap Outlay)	-	5,000	-	10,000
Total Capital Outlay	-	5,000	-	10,000
Total Gas Tax Fund-Street Maintenance	1,059,648	1,105,182	1,086,308	1,178,657

City of Bell Gardens

PUBLIC WORKS

Division: Parks and Facilities Maintenance

Purpose

To provide efficient, cost effective maintenance program for all Bell Gardens City owned buildings and Parks including Bell Gardens Veteran's, Ford, Marlow, Darwell, Gallant, Hannon and Julia Russ Asmus Parks including the Bell Gardens Sports Center. In addition, maintain the grounds and parking lots of City Hall, Police Department, Public Parking Lots, Youth Center, Los Angeles County Library, the Community Services Facility and Park View Terrace, the new senior center. The division also makes all general repairs through a combination of contract services and City staff. Administer air conditioning, landscape, tree trimming, and swimming pool contracts. Performing these services using efficient, cost-effective methods protects and maintains the appearance of the facilities in an aesthetically pleasing condition. This may motivate residents to keep up their properties and help create a sense of pride in the community.

Current Year Accomplishments

- Assisted in special events throughout the year with set up and clean up crews.
- Continued cleaning and sanitizing of all City facilities by in-house janitorial crew.
- Repaired and re-wired outside lights at Ford Park, east side.
- Continued painting of facilities citywide.
- Roofing repairs of facilities citywide.
- Replaced air conditioning units at two City facilities, Sierra Building and Parkview Terrace Senior Center.
- Completed comprehensive audit for all City playgrounds equipment.
- Replaced sand with CalRecycle Tire Derived Product Grant approved rubber mulch at:
 - Bell Gardens Veterans Park
 - Julia Asmus Park
 - Gallant Park
 - Marlow Park
 - Hannon Park
- Completed comprehensive audit by a Certified Playground Safety Inspector at all City playgrounds, including play structure swings and surfaces. Identified and completed need repairs.
- Completed an enhanced leak detection test and certification for underground storage tank at the Police Department to comply with County regulations, identified and completed repairs.
- Removed Handball Court at Bell Gardens Veterans Park and replaced it with a Futsol Court. The project included the demolition, break-out, forming and pouring of 140 yards of concrete.

City of Bell Gardens

PUBLIC WORKS

- Continued replacement and repairs of barbeques at all parks.
- Maintenance on extinguishers at all facilities.
- Prepared pool facility for the Summer Pool Program.
- Planted shrubs and ground cover at Parks and City Hall.
- Upgraded exhaust fans citywide.
- Testing and maintenance of all backflow devices citywide.
- Ongoing plumbing repairs at all City facilities.
- Continued afternoon maintenance shift for Bell Gardens Sports Center.
- Ongoing removal of graffiti at all City facilities and parks.
- Continued monitoring of playgrounds and replacement of playground equipment.
- Continued repairs and installation of irrigation at all parks.
- Continued fertilizing and seeding of all parks.
- Continued door and window repairs and replacement on all City facilities.
- Continued repair and maintenance of all door locks, keying, re-keying systems in all facilities citywide.

Objectives and Performance Data

- Continue providing efficient, cost effective maintenance for all parks and facilities.
- Continue 7-day weekly schedule for maintenance services and improvement at Ford Park, Bell Gardens Sports Center, Bell Gardens Veteran's Memorial Park and all small satellite parks.
- Continue maintenance and cost effective improvements to all City facilities.
- Continue providing janitorial services to all City facilities.
- Continue monitoring of playgrounds to ensure compliance.
- Upgrade all entry islands with new lighting at all City entrances.
- Replace air conditioning units at three City facilities, Sierra Building and Public Works Yard and Ross Hall.

Positions

Full-Time

1 Director of Public Works
1 Administrative Specialist
1 Public Works Secretary*
1 Clerk Typist
1 Division Supervisor
2 Lead Workers
2 Senior Maintenance Workers
5 Maintenance Workers

Part-Time

13 Workers

*-Unfunded

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2014-15

PUBLIC WORKS

Division: Park & Facility Maintenance
Fund Name: General
Fund – 110
Division No. 4551

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 1,070,821	\$ 1,075,513	\$ 1,036,736	\$ 1,054,597
Maintenance & Supply	185,956	172,800	197,260	172,800
Contractual Services	829,374	751,950	944,559	862,200
Capital Outlay	15,810	16,200	3,798	136,000
Total	\$ 2,101,961	\$ 2,016,463	\$ 2,182,352	\$ 2,225,597
 <u>Funding Source</u>				
General Fund	\$ 2,101,961	\$ 2,016,463	\$ 2,182,352	\$ 2,225,597

Public Works
General Fund
Park & Facility Maintenance
110-4551

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4551-0100	Salaries	556,850	548,714	530,337	532,691
4551-0120	Vacation/Sick Leave Buyout	7,287	7,245	6,630	6,620
4551-0150	Auto/Cell Allowance	319	1,199	907	1,080
4551-0200	Overtime	17,195	20,000	16,660	20,000
4551-0210	Standby	5,524	5,000	5,316	5,000
4551-0220	Part-Time	160,743	164,000	157,045	164,000
4551-0300	Retirement	103,536	89,506	102,824	92,512
4551-0310	Social Security	2,776	10,168	2,062	10,250
4551-0320	Medicare	9,303	7,022	9,610	7,253
4551-0350	Unemployment	1,286	3,303	1,545	3,272
4551-0400	Health Insurance	178,259	193,548	173,855	184,265
4551-0420	Workers Comp.	25,639	23,704	27,935	25,569
4551-0500	Uniform/Boot Allowance	2,104	2,104	2,012	2,084
Total	Personnel Services	1,070,821	1,075,513	1,036,736	1,054,597
Maintenance & Supply					
4551-1030	Custodial Supplies	35,655	40,000	39,044	40,000
4551-1050	Publications	111	400	131	400
4551-1100	Med & First Aid Supplies	932	1,000	831	1,000
4551-1300	Reproduction	4,418	4,500	5,353	4,500
4551-1600	Special Supplies	40,875	37,400	49,965	37,400
4551-1700	Uniforms & Prot. Clothing	5,817	6,000	2,384	6,000
4551-1800	Small Equip Tools & Hdwr	14,193	14,000	16,665	14,000
4551-1900	Facility Main. (in-house)	83,955	69,500	82,887	69,500
Total	Maintenance & Supply	185,956	172,800	197,260	172,800
Contractual Services					
4551-2010	Electric	323,486	290,000	308,102	290,000
4551-2020	Natural Gas	4,973	6,500	6,043	6,500
4551-2030	Water	261,407	230,000	343,795	325,000
4551-2040	Telephone	8,387	9,000	7,231	9,000
4551-2100	Equipment Rental	-	1,000	904	1,000
4551-2200	Membership & Dues	60	1,000	1,000	1,000
4551-2210	Conf., Meetings, Travel	20	500	1,221	500
4551-2300	Vehicle Fuel & Oil	23,007	22,000	18,821	22,000
4551-2310	Vehicle Repair	6,852	6,000	12,425	11,000
4551-2320	Vehicle Tires	725	2,700	6,188	2,700
4551-2500	Gen.Equip.Maint.& Repair	23,956	20,000	17,487	20,000
4551-2510	Comm Equip Maint & Repair	-	-	-	-
4551-2600	Facility Main. (contract)	-	-	-	-
4551-2710	Training	80	250	164	500
4551-2800	Contractual Services	176,421	163,000	221,177	173,000
Total	Contractual Services	829,374	751,950	944,559	862,200
Capital Outlay					
4551-3050	Furniture & Equipment	-	-	998	-
4551-3150	Other Equip (Cap Outlay)	3,217	3,200	2,800	3,000
4551-3500	Capital Improvement	12,593	13,000	-	133,000
Total	Capital Outlay	15,810	16,200	3,798	136,000
Total	Park & Facility Maintenance	2,101,961	2,016,463	2,182,352	2,225,597

City of Bell Gardens

PUBLIC WORKS

Division: Utility/Contracts

Purpose

Purpose Contracts (Monitoring and Administration)

LANDSCAPE CONTRACT

The City's landscape contract (currently being provided by Complete Landscape Care), requires total turf management and maintenance to all City landscaped medians, Edison right-of-ways, Woodworth House, Gage Avenue water well and special "assigned" areas throughout the City. It also provides complete turf care to Bell Gardens Veterans' Park, Ford Park and the City's Soccer Field turf (105,846-sq. ft.) and ground cover (57,984-sq. ft.).

RESIDENTIAL WASTE

The residential waste management services are provided to residents through a franchise agreement with Athens Services, Inc. Athens was recently awarded a 15 year contract to provide automated curbside service for solid waste and green waste. Recyclables will be sorted at an Athen's material recovery facility also known as MRF. This makes the City of Bell Gardens a leader in waste and recycling programs in the region.

STREET SWEEPING

The contracted street sweeping services are provided by Nationwide Environmental Services (NES) and are intended to provide thorough, prompt street sweeping services to all City residents and businesses, while maintaining the City's overall aesthetics. These services are also required elements of the City's efforts for compliance towards NPDES requirements (keeping litter debris from storm drain system) and AB 939 mandates. The City also meets South Coast Air Quality Management District regulations by having NES dedicated a compressed natural gas (CNG) fueled street sweeper.

TREE TRIMMING

West Coast Arborists are currently providing the Citywide Tree Trimming Services. These services address the City's urban forest needs in all residential areas, City parks, Edison right-of-ways and public right-of-ways including the median islands. It also addresses special circumstances and emergency situations.

City of Bell Gardens

PUBLIC WORKS

TRAFFIC SIGNALS

The contracted traffic signal maintenance services are currently provided by Aegis ITS. These services include total maintenance for all 37 traffic intersections' lighting needs, including illuminated street name signs (ISNS), safety lights (S/L), video camera sensors, street loops and controller cabinets. All emergency and special situation services are included. The school zone flashing beacon located on the west side of Garfield, south of Florence Avenue, is also included for monthly inspections and maintenance.

LITTER ABATEMENT

The Abatement crew removes litter and bulky items from private and public property including all City streets and alleys in an effort to maintain a clean orderly appearance and environment. Assists all City departments with equipment transportation for meeting preparations, special events, celebrations and special projects. This section also monitors Public Works-related municipal code and ordinance violations such as right-of-way, public nuisance or litter abatement infractions.

BEAUTIFICATION

The beautification crew is responsible for maintaining the clean appearance of all city arterial streets. In addition, the crew is responsible for all city trolley shelters and benches along with their surrounding areas by pressure washing to maintain their cleanliness. The crew is also responsible for the removal of all weeds and debris from tree wells and fence lines, mowing and maintenance of all parkways. Additionally they are responsible for the monitoring of ordinance violation signage (illegal signs) and the removal of all abandoned shopping carts. This crew's duties help ensure that our city's streets have a clean, well-maintained appearance at all times.

GRAFFITI ABATEMENT

The Graffiti Abatement crew is responsible for removing graffiti from private and public property by painting, sand blasting or pressure water washing. This tremendously effective Graffiti Program helps maintain the appearance of the City by removing an approximate 80,180 square feet of graffiti a month. Private property removals require signed authorization by property owner.

City of Bell Gardens

PUBLIC WORKS

Current Year Accomplishments

- Implemented citywide tree identification and location survey, which prepared the City's tree inventory for GIS link up.
- Upgraded landscaping at City Marquee area.
- Painted/Refurbished all City Trolley Shelters citywide.
- Increased abatement activities in all alleys, for weed, trash and graffiti removal.
- Upgrading Palm Tree Lighting at some of the City's Entry Islands.
- Continued maintenance of the Entry Island Palm Lighting Project.
- Provided the Utility Division with supervision objectives and performance data:
 - To maintain the aesthetics of all City property where applicable, through the administration of contracts.
 - Monitored and maintained the City's urban forest needs, through removals and planting as needed.
 - Monitored all Edison streetlights, illuminary street name signs and safety lights. These are maintained and inspected in a timely manner, through regular monthly inspections by City staff.
- Continued the use of "Flash Cams" as part of the city's arsenal to combat undesired activities, such as graffiti and illegal dumping. These are "motion-activated" still cameras, with voice recordings that issue verbal warnings.
- Performed tree trimming, removal and stump grinding operations city-wide.
- Continued utilizing an inspection program for notification and abatement of public nuisance and right of way violations per City ordinances.
- Increased resident awareness towards graffiti reporting and over all program understanding.
- Painted or water-sandblasted graffiti with goal of completion within 24-hours after notification.
- Graffiti crews painted a total of 883,058 square feet Citywide.
- Graffiti crews sandblasted an additional 79,189 square feet.
- Continued 7 day coverage for Graffiti Abatement operations.
- Maintained 450,250 City owned public benches Citywide by keeping them free of graffiti and grime and keeping them aesthetically pleasing.
- Maintained fifty (50) trolley shelters, which included painting, cleaning, repairing and steam washing of trolley shelters and surrounding decorative sidewalks.
- Continued with implementation of e-waste and tire recycling program.

City of Bell Gardens

PUBLIC WORKS

Objective and Performance Data

- Add more Flash Cameras for combating graffiti and illegal litter abatement.
- Replace illuminated street name signs panels citywide.
- Increase monitoring and hand cleaning of dead-end streets where inaccessible to street sweeper.
- Continue safety training and educational seminars to employees in all phases of Public Works.
- Continued management and monitoring of City contract regarding residential/commercial trash hauling. This will ensure that the City's solid waste needs and AB 939 compliance requirements are effectively improved and handled "in-house," with improved proficiency.
- Continued monitoring of all Edison street lights, traffic signal light systems, illuminated street name signs and safety lights are maintained and inspected in a timely manner.
- Maintain the overall appearance of the City by keeping it litter and graffiti free.
- Upgrade landscape beautification on all right of way easements: Florence Avenue, Gage Avenue and Garfield Avenue.
- Upgrade existing City Beautification Plan by allowing residents tree-planting options per zone and infusing new tree schemes throughout the City.
- Continue implementation of the City's Beautification Plan regulating all planting on public right-of-ways, and the monitoring/enforcement of the private sector's trees, shrubs, weeds and debris infringing onto public's accesses.
- Compile location mapping for City beautification tools such as trolley shelters, benches, refuse cans and banner poles in preparation of GIS Project.
- Upgrade all in-ground reflective lighting to the 13 City's entry islands.
- Implement monthly inspection program to ensure City's various beautification projects remain in accordance with desired aesthetic results.
- Continue to wage war on graffiti by providing a 24 hour response time and maintaining the overall appearance of the City by keeping it graffiti and litter free.
- Maintain the aesthetics and integrity of the City by keeping in compliance with desired City standards and enforcements of municipal codes and contracts.
- Continue monitoring of all Newsracks to ensure compliance with the City ordinance.
- Replace existing concrete trash cans (50) citywide (as funding becomes available).
- Replace existing trolley shelters (as funding becomes available).
- Continue monitoring Newsracks to ensure compliance with the City ordinance.

Positions

Full-Time

Part-Time

1 Supervisor

2 Workers

1 Leadworker

4 Maintenance Workers

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2014-15

PUBLIC WORKS

Division: Landscape Maintenance
Fund Name: General
Fund – 110
Division No. 4554

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 960	\$ -	\$ 18,805	\$ -
Maintenance & Supply	6,385	8,250	6,695	8,250
Contractual Services	223,928	226,250	259,878	297,250
Total	<u>\$ 231,273</u>	<u>\$ 234,500</u>	<u>\$ 285,378</u>	<u>\$ 305,500</u>
<u>Funding Source</u>				
General Fund	<u>\$ 231,273</u>	<u>\$ 234,500</u>	<u>\$ 285,378</u>	<u>\$ 305,500</u>

Public Works
 General Fund
 Landscape Maintenance
 110-4554

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4554-0100	Salaries	792	-	11,137	-
4554-0120	Vacation/Sick Leave Buyouts	-	-	396	-
4554-0200	Overtime	-	-	208	-
4554-0210	Standby	-	-	125	-
4554-0220	Part-Time	-	-	-	-
4554-0300	Retirement	125	-	1,817	-
4554-0310	Social Security	-	-	-	-
4554-0320	Medicare	11	-	-	-
4554-0350	Unemployment	-	-	-	-
4554-0400	Health Insurance	-	-	4,668	-
4554-0420	Workers Comp.	32	-	454	-
4554-0500	Uniform	-	-	-	-
Total	Personnel Services	960	-	18,805	-
Maintenance & Supply					
4554-1050	Publications	-	250	183	250
4554-1600	Special Supplies	-	-	-	-
4554-1800	Small Equip Tools & Hardware	6,385	8,000	6,512	8,000
Total	Maintenance & Supply	6,385	8,250	6,695	8,250
Contractual Services					
4554-2010	Electric	15,589	18,000	15,870	18,000
4554-2030	Water	64,043	60,000	91,589	91,000
4554-2200	Membership & Dues	205	200	230	200
4554-2300	Vehicle Fuel & Oil	-	-	-	-
4554-2310	Vehicle Repair	304	500	-	500
4554-2320	Vehicle Tires	793	1,300	1,337	1,300
4554-2710	Training	-	250	-	250
4554-2800	Contractual Services	142,994	146,000	150,852	186,000
Total	Contractual Services	223,928	226,250	259,878	297,250
Capital Outlay					
4554-3150	Other Equipment	-	-	-	-
Total	Capital Outlay	-	-	-	-
Total	Landscape Maintenance	231,273	234,500	285,378	305,500

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

PUBLIC WORKS

**Division: Litter Abatement
Fund Name: General
Fund – 110
Division No. 4555**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 319,869	\$ 331,428	\$ 311,373	\$ 329,904
Maintenance & Supply	27,698	34,100	23,297	32,100
Contractual Services	47,101	43,750	40,781	43,750
Capital Outlay	6,520	5,800	5,776	5,800
Total	\$ 401,188	\$ 415,078	\$ 381,227	\$ 411,554
<u>Funding Source</u>				
General Fund	\$ 401,188	\$ 415,078	\$ 381,227	\$ 411,554

Public Works
General Fund
Litter Abatement
110-4555

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4555-0100	Salaries	201,409	202,567	194,241	200,984
4555-0120	Vacation/Sick Leave Buyouts	2,202	2,306	2,168	2,181
4555-0200	Overtime	3,693	4,000	4,857	4,000
4555-0210	Standby	2,306	3,000	1,918	3,000
4555-0220	Part-Time	-	-	16	-
4555-0300	Retirement	31,689	33,043	31,237	34,905
4555-0310	Social Security	-	-	1	-
4555-0320	Medicare	2,963	2,897	2,944	2,958
4555-0350	Unemployment	-	1,325	-	1,325
4555-0400	Health Insurance	67,440	72,695	65,303	70,059
4555-0420	Workers Comp.	7,323	8,751	7,907	9,647
4555-0500	Uniform Allowance	844	844	782	844
Total	Personnel Services	319,869	331,428	311,373	329,904
Maintenance & Supply					
4555-1350	Photo Supplies	217	500	542	500
4555-1620	Graffiti Abatement Supply	24,884	31,000	21,858	29,000
4555-1700	Uniforms & Prot. Clothing	1,569	1,600	617	1,600
4555-1800	Small Equip Tools & Hdwr	770	1,000	280	1,000
4555-1900	Facility Maint.(In-House)	-	-	-	-
4555-1900	Facility Maintenance (In-House)	258	-	-	-
Total	Maintenance & Supply	27,698	34,100	23,297	32,100
Contractual Services					
4555-2300	Vehicle Fuel & Oil	22,399	23,000	20,197	23,000
4555-2310	Vehicle Repair	10,560	11,000	9,921	11,000
4555-2320	Vehicle Tires	550	500	500	500
4555-2500	Gen.Equip.Maint.& Repair	1,339	3,000	2,281	3,000
4555-2510	Comm Equip Maint & Repair	101	250	-	250
4555-2710	Training	-	-	-	-
4555-2800	Contractual Services	5,601	6,000	7,881	6,000
4555-2859	Misc. Expense	6,551	-	-	-
Total	Contractual Services	47,101	43,750	40,781	43,750
Capital Outlay					
4555-3150	Other Equip (Cap Outlay)	6,520	5,800	5,776	5,800
Total	Capital Outlay	6,520	5,800	5,776	5,800
Total	Litter Abatement	401,188	415,078	381,227	411,554

City of Bell Gardens

PUBLIC WORKS

Division: Solid Waste Management

Purpose

Monitor and maintain effective administration of solid waste disposal and recycling in the City, which requires compliance with the mandates of Assembly Bill 939, Assembly Bill 341 and all other associated legislation. In order to meet the requirements of AB939, City staff and their consultant continue to regulate the collection and disposal of solid waste and recyclable materials. Since Assembly Bill 341 was signed, the City and their consultant are working with the seven non-exclusive franchise haulers to provide recycling programs to business and multi-family complexes.

Current Year Accomplishments

- Submitted the CalRecycle Annual Report for 2014. The report provides an overview of the City's efforts in minimizing the amount of waste to the landfills and the City's efforts in increasing recycling.
- The City in conjunction with the residential waste hauler, Athens Services, Inc. provided public education and outreach to residents to encourage recycling.
- During National Public Works Week, the department hosted an equipment show at a local elementary school to educate on the importance of "Reduce, Reuse and Recycle."
- Since Assembly Bill 341 was signed, the City and their consultant are working with the seven non-exclusive franchise haulers to provide recycling collection services to business and multi-family complexes. In addition to the recycling programs, haulers are working with the City to produce public education and outreach material.
- Continued to monitor Ordinance for non-exclusive franchises to regulate commercial and industrial solid waste haulers and recyclers who operate in the City illegally.
- Continued grant administration for CalRecycle Oil Payment Program.
- Continued grant administration for CalRecycle Beverage Container Recycling Program.

City of Bell Gardens

PUBLIC WORKS

Objectives and Performance Data

- Continue to monitor and administer Commercial and Residential franchise agreements, operations and reporting.
- Continue to monitor and administer residential curbside, automated hauling program.
- Continue to work with the non-exclusive franchise haulers to provide recycling collection services to business and multi-family complexes and continue the public education and outreach material on Assembly Bill 341.
- Establish a free E-Waste recycling program for the citizens and businesses.
- Begin preparation for next year's Cal Recycle Annual Report.

Positions

Contract with
Consultant for AB939
Requirements

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

PUBLIC WORKS

**Division: Residential Waste Management
Fund Name: Residential Waste Management
Fund – 240
Division No. 4570**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 48,362	\$ 56,885	\$ 56,083	\$ 60,155
Contractual Services	1,920,480	1,976,000	1,933,802	1,876,000
Total	<u>\$ 1,968,842</u>	<u>\$ 2,032,885</u>	<u>\$ 1,989,885</u>	<u>\$ 1,936,155</u>
 <u>Funding Source</u>				
Residential Waste Management	<u>\$ 1,968,842</u>	<u>\$ 2,032,885</u>	<u>\$ 1,989,885</u>	<u>\$ 1,936,155</u>

Public Works
 Residential Waste Mgmt Fund
 Residential Waste Mgmt.
 240-4570

Account Number/Description		FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Estimated	FY 2014-15 Adopted
Personnel Services					
4570-0100	Salaries	32,894	37,771	36,634	38,589
4570-0120	Vacation/Sick Leave Buyouts	-	285	285	324
4570-0150	Auto/Cell Allowance	1,486	2,160	2,092	1,800
4570-0200	Overtime	25	-	29	-
4570-0300	Retirement	5,217	6,161	6,054	6,702
4570-0320	Medicare	499	583	570	489
4570-0350	Unemployment	-	157	-	157
4570-0400	Health Insurance	7,120	8,135	8,929	10,212
4570-0420	Workers Comp	1,121	1,632	1,490	1,852
4570-0500	Boot Allowance	-	-	-	30
Total	Personnel Services	48,362	56,885	56,083	60,155
Contractual Services					
4570-2800	Contractual Services	1,903,572	1,956,000	1,891,018	1,856,000
4570-2810	Professional Services	16,908	20,000	42,784	20,000
Total	Contractual Services	1,920,480	1,976,000	1,933,802	1,876,000
Capital Outlay					
4570-3000	Service Refunds	-	-	-	-
Total	Capital Outlay	-	-	-	-
Total	Residential Waste Mgmt.	1,968,842	2,032,885	1,989,885	1,936,155

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2014-15

PUBLIC WORKS

Division: Industrial Waste Mgmt
Fund Name: Industrial Waste Management
Fund – 250
Division No. 4570

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 269,131	\$ 272,357	\$ 267,107	\$ 114,580
Contractual Services	80,442	143,500	80,198	135,000
Capital Outlay		-	-	-
Total	<u>\$ 349,573</u>	<u>\$ 415,857</u>	<u>\$ 347,305</u>	<u>\$ 249,580</u>
<u>Funding Source</u>				
Industrial Waste Management	<u>\$ 349,573</u>	<u>\$ 415,857</u>	<u>\$ 347,305</u>	<u>\$ 249,580</u>

Public Works
Industrial Waste Hauler Mgmt Fund
Industrial Waste Management
250-4570

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4570-0100	Salaries	148,762	140,714	131,127	38,589
4570-0120	Vacation/Sick Leave Buyouts	1,703	1,636	1,041	324
4570-0150	Auto/Cell Allowance	2,254	3,359	2,999	1,800
4570-0200	Overtime	4,552	4,500	3,584	4,500
4570-0210	Standby	196	200	167	200
4570-0220	Part-time	38,397	46,800	56,169	46,800
4570-0300	Retirement	21,507	22,953	20,094	6,702
4570-0310	Social Security	2,388	2,925	2,297	2,925
4570-0320	Medicare	1,543	1,287	2,101	489
4570-0350	Unemployment	3,468	628	5,439	157
4570-0400	Health Insurance	37,793	40,976	34,633	10,212
4570-0420	Workers Comp	6,268	6,079	7,155	1,852
4570-0500	Uniform Allowance	300	300	300	30
Total	Personnel Services	269,131	272,357	267,107	114,580
Contractual Services					
4570-2800	Contractual Services	80,442	143,500	80,198	135,000
4570-2810	Professional Services	-	-	-	-
4570-2810	Professional Services	-	-	-	-
Total	Contractual Services	80,442	143,500	80,198	135,000
Capital Outlay					
4570-3150	Other Equipment	-	-	-	-
Total	Capital Outlay	-	-	-	-
Total	Waste Hauler Mgmt.Fd-Waste Mgmt Services	349,573	415,857	347,305	249,580

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2014-15

PUBLIC WORKS

Division: Waste Management Services
Fund Name: Used Oil Recycling Grant
Fund – 283
Division No. 5270

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 1,236	\$ 1,653	\$ 1,772	\$ 1,794
Contractual Services	11,251	12,000	10,261	12,000
Total	<u>\$ 12,487</u>	<u>\$ 13,653</u>	<u>\$ 12,033</u>	<u>\$ 13,794</u>
<u>Funding Source</u>				
Used Oil Recycling Grant	<u>\$ 12,487</u>	<u>\$ 13,653</u>	<u>\$ 12,033</u>	<u>\$ 13,794</u>

Public Works
Used Oil Recycling Grant Fund
Waste Management Services
283-5270

Account Number/Description	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	Actual	Adopted	Estimated	Adopted
Personnel Services				
5270-0100 Salaries	810	1,205	1,204	1,205
5270-0120 Vacation/Sick Leave Buyouts	22	22	22	22
5270-0150 Auto Allowance	-	-	-	-
5270-0200 Overtime	3	-	4	-
5270-0220 Part-Time	-	-	-	-
5270-0300 Retirement	193	197	199	209
5270-0310 Social Security	-	-	-	-
5270-0320 Medicare	18	18	18	18
5270-0350 Unemployment	-	6	-	6
5270-0400 Health Insurance	147	153	275	276
5270-0420 Workers Comp.	43	52	49	58
5270-0500 Uniform Allowance	-	-	-	-
Total Personnel Services	1,236	1,653	1,772	1,794
Maintenance & Supply				
5270-1800 Small Equip Tools & Hardware	-	-	-	-
Total Maintenance & Supply	-	-	-	-
5270-2070 General Promotion	425	1,000	-	1,000
5270-2210 Conference and Travel	-	2,000	821	2,000
5270-2800 Contractual Services	10,826	9,000	9,440	9,000
Total Contractual Services	11,251	12,000	10,261	12,000
Capital Outlay				
5270-3050 Equipment	-	-	-	-
Total Capital Outlay	-	-	-	-
Total Used Oil Recycling Grant-Waste Mgmt. Svcs.	12,487	13,653	12,033	13,794

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2014-15

PUBLIC WORKS

Division: Waste Management Services
Fund Name: Beverage Container Recycling
Fund – 284
Division No. 5270

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Maintenance & Supply	\$ 149	\$ 500	\$ -	\$ 500
Contractual Services	1,511	2,000	-	2,000
Total	<u>\$ 1,660</u>	<u>\$ 2,500</u>	<u>\$ -</u>	<u>\$ 2,500</u>
 <u>Funding Source</u>				
Beverage Container Recycling	<u>\$ 1,660</u>	<u>\$ 2,500</u>	<u>\$ -</u>	<u>\$ 2,500</u>

Public Works
Beverage Container Recycling Grant Fund
Waste Management Services Div.
284-5270

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
	5270-0100 Salaries	-	-	-	-
	5270-0120 Vacation/Sick Leave Buyouts	-	-	-	-
	5270-0150 Auto Allowance	-	-	-	-
	5270-0220 Part-Time	-	-	-	-
	5270-0300 Retirement	-	-	-	-
	5270-0310 Social Security	-	-	-	-
	5270-0320 Medicare	-	-	-	-
	5270-0350 Unemployment	-	-	-	-
	5270-0400 Health Insurance	-	-	-	-
	5270-0420 Workers Comp.	-	-	-	-
	5270-0500 Uniform Allowance	-	-	-	-
Total	Personnel Services	-	-	-	-
Maintenance & Supply					
	5270-1600 Special Supplies	149	500	-	500
Total	Maintenance & Supply	149	500	-	500
Contractual Services					
	5270-2800 Contractual Services	1,511	2,000	-	2,000
Total	Contractual Services	1,511	2,000	-	2,000
Capital Outlay					
	5270-3050 Equipment	-	-	-	-
Total	Capital Outlay	-	-	-	-
Total	Beverage Container Recycling-Waste Mgmt. Svcs.	1,660	2,500	-	2,500

City of Bell Gardens

PUBLIC WORKS

Division: Transportation Services

Purpose

The Bell Gardens Transportation Program provides safe, reliable, cost effective and affordable transportation services for residents. This program is funded through Prop A, Prop C, Transportation Funds and Measure R Funds. This Division also interacts with the Los Angeles County Metropolitan Transit Authority (MTA) to provide bus route schedules, monitor the subsidy and sale of senior citizen monthly bus passes and answers to questions regarding bus services.

The City's Transportation Program consists of three types of transportation services:

- The Dial-A-Ride Transit (D.A.R.T.) buses provide curb to curb service for \$1.00 per person and \$.25 each for seniors and disabled persons.
- The Bell Gardens Fixed Route Service provides fixed route bus service for a cost of \$.50 per person (18 and over), \$.25 (under 18, seniors 55 and over and disabled persons).
- A "Medical Taxi" service program has been added which provides round trip services for medical appointments to qualified Bell Gardens residents who are seniors (55 and over) and/or disabled. This service is exclusively for Doctors' appointments outside of Bell Gardens City limits and within a 5-mile radius of its borders.
- Dispatching and schedule coordination as provided by 2 full-time City employees (1 part-time).

Current Year Accomplishments

- Provided approximately 350,000 transportation service trips for Bell Gardens residents.
- Supported the Bell Gardens recreational programs by providing transportation.
- Completed MTA Annual Project Summary for Prop A and Prop C projects. These projects include transportation services and street improvements for the City of Bell Gardens.
- Participated in MTA's National Transit Database (NTD) by reporting ridership and mileage statistics to MTA resulting in additional revenue for the City.

Objectives and Performance Data

- Maintain a cohesive working relationship with contractors and the MTA on transit related issues.
- Monitor and Administer Medical Taxi Program.
- Monitor both the Dial-A-Ride and Fixed Route transportation systems to ensure smooth operation.

City of Bell Gardens

PUBLIC WORKS

- Oversee the MTA Senior Citizen Bus Pass Program.
- Continue participating in MTA's National Transit Database (NTD) Reporting program.
- Attend Access Service Incorporated (ASI) meeting as mandated by the Department of Transportation (DOT) to comply with the Americans with Disabilities Act (ADA) transportation requirements.
Administer Senior Program Bus Service.

Positions

Full Time

1 Senior Dispatcher
1 Dispatcher

Part Time

1 Dispatcher

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2014-15

PUBLIC WORKS

Division: Transportation Services Administration
Fund Name: Proposition A Sales Tax
Fund – 280
Division No. 4665

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 179,594	\$ 192,787	\$ 191,924	\$ 196,691
Maintenance & Supply	2,036	2,800	2,232	2,800
Contractual Services	503,703	539,600	480,393	668,675
Capital Outlay	-	-	329	-
Non Departmental Capital Outlay	15,963	-	-	-
Total	\$ 701,296	\$ 735,187	\$ 674,879	\$ 868,166
<u>Funding Source</u>				
Proposition A Sales Tax	\$ 701,296	\$ 735,187	\$ 674,879	\$ 868,166

Public Works
 Prop A Sales Tax Fund
 Transportation Svcs Administration
 280-4665

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4665-0100	Salaries	111,577	114,104	113,520	114,782
4665-0120	Vacation/Sick Leave Buyouts	987	987	987	232
4665-0150	Auto/Cell Allowance	974	1,350	1,308	1,350
4665-0200	Overtime	44	-	46	-
4665-0220	Part-time	13,913	20,000	19,977	20,000
4665-0300	Retirement	16,884	17,602	17,707	18,858
4665-0310	Social Security	863	1,384	1,382	1,250
4665-0320	Medicare	1,849	1,688	1,993	1,687
4665-0350	Unemployment	-	746	-	746
4665-0400	Health Insurance	28,250	29,996	29,783	32,278
4665-0420	Workers Comp	4,253	4,929	5,221	5,510
Total	Personnel Services	179,594	192,787	191,924	196,691
Maintenance & Supply					
4665-1010	Office Supplies	2,036	2,800	2,232	2,800
Total	Maintenance & Supply	2,036	2,800	2,232	2,800
Contractual Services					
4665-2040	Telephone	-	-	-	-
4665-2070	General Promotion	-	-	-	-
4665-2160	Mileage Reimbursement	-	-	-	-
4665-2200	Membership & Dues	-	-	-	-
4665-2210	Conf., Meetings, Travel	-	-	-	-
4665-2300	Vehicle Fuel & Oil	72,806	71,000	19,800	71,000
4665-2510	Comm Equip. Maint. & Repair	6,360	5,600	3,996	5,600
4665-2601	Bus Shelter Maintenance	-	-	-	-
4665-2710	Training	-	-	-	-
4665-2710	Training	-	-	50	-
4665-2800	Contractual Services	-	-	-	-
4665-2801	DART Services	400,846	423,000	360,545	433,800
4665-2802	Trolley Services	-	-	58,037	118,275
4665-2803	Bus Pass Purchases	-	-	-	-
4665-2804	Recreation Trips	-	16,000	14,416	16,000
4665-2805	Medical Taxi Service	23,691	24,000	23,548	24,000
Total	Contractual Services	503,703	539,600	480,393	668,675
Capital Outlay					
4665-3050	Furniture and Equipment	-	-	329	-
4665-3150	Other Equip	-	-	-	-
4665-3500	Capital Outlay	-	-	-	-
Total	Capital Outlay	-	-	329	-
Contribution to Other Funds					
4900-9998	Contribution to other Funds	15,963	-	-	-
Total	Non Departmental Capital Outlay	15,963	-	-	-
Total	Prop A-Tranportation Svcs Administration	701,296	735,187	674,879	868,166

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

PUBLIC WORKS

**Division: Transportation Services Administration
Fund Name: Proposition C Sales Tax
Fund – 281
Division No. 4665**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 36,640	\$ 40,209	\$ 39,788	\$ 150,218
Contractual Services	578,045	532,500	487,812	425,825
Capital Outlay	-	-	7,435	-
Total	\$ 614,685	\$ 572,709	\$ 527,600	\$ 576,043
<u>Funding Source</u>				
Proposition C Sales Tax	\$ 614,685	\$ 572,709	\$ 527,600	\$ 576,043

Public Works
 Prop. C Program Fund
 Transportation Svcs Administration
 281-4665

Account Number/Description	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	Actual	Adopted	Estimated	Adopted
Personnel Services				
4665-0100 Salaries	24,523	26,525	25,813	94,316
4665-0120 Vacation/Sick Leave Buyouts	232	232	232	1,043
4665-0150 Auto/Cell Allowance	974	1,350	1,308	2,250
4665-0200 Overtime	19	-	30	-
4665-0220 Part-time	-	-	-	-
4665-0300 Retirement	3,921	4,327	4,265	16,380
4665-0310 Social Security	-	-	-	-
4665-0320 Medicare	373	408	400	908
4665-0350 Unemployment	-	118	-	432
4665-0400 Health Insurance	5,735	6,106	6,689	30,164
4665-0420 Workers Comp	863	1,146	1,051	4,527
4665-0500 Boot Allowance	-	-	-	200
Total Personnel Services	36,640	40,209	39,788	150,218
Contractual Services				
4665-2300 Vehicle Fuel & Oil	78,035	71,000	71,000	71,000
4665-2800 Contractual Services	58,500	-	20,000	-
4665-2801 DART Services	-	-	-	-
4665-2802 Trolley Service	441,448	461,500	396,812	354,825
4665-2803 Bus Pass Purchases	-	-	-	-
4665-2805 Medical Taxi Service	-	-	-	-
4665-2999 Misc Expenditure	62	-	-	-
Total Contractual Services	578,045	532,500	487,812	425,825
Capital Outlay				
4665-3500 Capital Outlay	-	-	7,435	-
Total Capital Outlay	-	-	7,435	-
Total Prop. C Program	614,685	572,709	527,600	576,043

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

PUBLIC WORKS

**Division: Street Maintenance
Fund Name: Air Quality Improvement
Fund – 282
Division No. 4550**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Contractual Services	\$ 18,349	\$ 18,000	\$ 18,233	\$ 19,000
Capital Outlay	35,966	-	-	-
Total	<u>\$ 54,315</u>	<u>\$ 18,000</u>	<u>\$ 18,233</u>	<u>\$ 19,000</u>
<u>Funding Source</u>				
Air Quality Improvement	<u>\$ 54,315</u>	<u>\$ 18,000</u>	<u>\$ 18,233</u>	<u>\$ 19,000</u>

Public Works
 Air Quality Improvement Program Fund
 Street Maintenance
 282-4550

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
	Personnel Services				
	4550-0100 Salaries		-	-	-
Total	Personnel Services		-	-	-
	Contractual Services				
	4550-2160 Mileage Reimbursement	349	-	233	1,000
	4550-2800 Contractual Services	18,000	18,000	18,000	18,000
Total	Contractual Services	18,349	18,000	18,233	19,000
	Capital Outlay				
	4550-3000 Capital Outlay	35,966			
	4550-3050 Furniture & Equipment	-	-	-	-
Total	Capital Outlay	35,966	-	-	-
Total	Air Quality Improvement-Street Maint.	54,315	18,000	18,233	19,000

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

PUBLIC WORKS

**Division: Street Maintenance
Fund Name: Measure R
Fund – 285
Division No. 4550**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ -	\$ -	\$ 1,752	\$ 89,677
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,752</u>	<u>\$ 89,677</u>
<u>Funding Source</u>				
Measure R	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,752</u>	<u>\$ 89,677</u>

Public Works
Measure R
Street Maintenance
285-4550

Account Number/Description	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	Actual	Adopted	Estimated	Adopted
Personnel Services				
4550-0100 Salaries	-	-	1,090	57,033
4550-0120 Vacation/Sick Leave Buyouts	-	-	-	603
4550-0150 Auto Allowance	-	-	32	1,440
4550-0200 Overtime	-	-	14	-
4550-0210 Standby	-	-	-	-
4550-0300 Retirement	-	-	189	9,905
4550-0320 Medicare	-	-	14	654
4550-0350 Unemployment	-	-	-	267
4550-0400 Health Insurance	-	-	369	16,927
4550-0420 Workers Comp.	-	-	44	2,738
4550-0500 Uniform Allowance	-	-	-	110
Total Personnel Services	-	-	1,752	89,677
Total Measure "R"	<u>-</u>	<u>-</u>	<u>1,752</u>	<u>89,677</u>

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2014-15

PUBLIC WORKS

Division: Transportation Services Administration
 Fund Name: Measure R Sales Tax Fund
 Fund – 285
 Division No. 4665

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Contractual Services	\$ 96,481	\$ 49,300	\$ 55,642	\$ 49,825
Capital Outlay	133,766	410,000		
Total	<u>\$ 230,247</u>	<u>\$ 459,300</u>	<u>\$ 55,642</u>	<u>\$ 49,825</u>
<u>Funding Source</u>				
Measure R Program	<u>\$ 230,247</u>	<u>\$ 459,300</u>	<u>\$ 55,642</u>	<u>\$ 49,825</u>

Public Works

Measure R Sales Tax

Transportation Services Administration

285-4665

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Contractual Services					
4665-2040	Telephone	-	-	-	-
4665-2070	General Promotion	-	-	-	-
4665-2160	Mileage Reimbursement	-	-	-	-
4665-2200	Membership & Dues	-	-	-	-
4665-2210	Conf., Meetings, Travel	-	-	-	-
4665-2601	Bus Shelter Maintenance	7,745	7,400	9,686	7,400
4665-2710	Training	-	-	-	-
4665-2800	Contractual Services	11,338	11,400	11,339	11,400
4655-2802	Trolley Service	25,001	-	-	-
4665-2803	Bus Pass Purchases	9,380	10,000	8,903	10,000
4665-2804	Recreation Trips	18,785	-	-	-
4665-2805	Senior Bus Driver	24,232	20,500	25,714	21,025
Total	Contractual Services	96,481	49,300	55,642	49,825
Capital Outlay					
4777-0000	Unprogrammed CIP	-	410,000	-	-
4777-3214	Safe Routes to School	(30,115)	-	-	-
4777-3225	Florence Ave-Emil to East City Limits; El Selinda to Ajax	21,273	-	-	-
4777-3353	Local Street Resurfacing Prop 1B-2	-	-	-	-
4777-3751	Various Street Improvements 09/10	-	-	-	-
4777-3753	Truck Impacted Intersections Phase II	-	-	-	-
4777-3755	FY11 Street Resurfacing - STPL	3,639	-	-	-
4777-3756	Sudan/Darwell/Live Oak	-	-	-	-
4777-3757	FY 12 Street Improvement Proj 1	1,559	-	-	-
4777-3758	FY12 Street Improvements 2	-	-	-	-
4777-3764	Street and Ped Improvement Project	-	-	-	-
4777-3765	Street Improvement Project FY 13	77,000	-	-	-
4777-3766	Street & Alley Slurry Seal Aram Project	60,410	-	-	-
Total	Capital Outlay	133,766	410,000	-	-
Total	Measure "R"	230,247	459,300	55,642	49,825

City of Bell Gardens

PUBLIC WORKS

Division: Water

Purpose

To provide domestic water to Bell Gardens residents served by the Bell Gardens Water System. This is currently accomplished through a combination of supplying imported Metropolitan Water District (MWD) water and use of Water Well #1. The City contracts Severn Trent Services to read water meters, prepare customer bills, collect payments and operate the water distribution system.

Current Year Accomplishments

- Continued monitoring the Severn Trent Services operation and maintenance service contract.
- Increased the use of Water Well #1 and thereby reduced the amount water purchased and imported from Metropolitan Water District (MWD).

Objectives and Performance Data

- Continue to provide a high standard of service to Bell Gardens water system customers by monitoring contract services provided by Severn Trent Services.
- Implement a multi-year water rate adjustment.
- Monitoring of Water Well #1 to ensure proper operating condition for ground water production.
- Explore the reactivation of Well-3F to produce more water thereby reducing the amount of water purchased and imported from MWD resulting in lower water costs.

Positions

Full-Time

None-
Contract with
Severn Trent
Services

Part-Time

Public Works
Administrative Staff
time

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2014-15

PUBLIC WORKS

Division: Water System Operation
Fund Name: Water
Fund – 510
Division No. 4560

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 35,400	\$ 33,604	\$ 31,936	\$ 35,103
Contractual Services	903,271	865,900	981,286	956,900
Total	\$ 938,671	\$ 899,504	\$ 1,013,222	\$ 992,003
<u>Funding Source</u>				
Water	\$ 938,671	\$ 899,504	\$ 1,013,222	\$ 992,003

Public Works
Water Fund
Water System Operation
510-4560

Account Number/Description	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	Actual	Adopted	Estimated	Adopted
Personnel Services				
4560-0100 Salaries	23,602	22,217	21,087	23,302
4560-0120 Vacation/Sick Leave Buyouts	-	-	-	-
4560-0150 Auto Allowance	1,936	2,160	2,092	2,160
4560-0200 Overtime	-	-	-	-
4560-0220 Part Time	-	-	-	-
4560-0300 Retirement	3,776	3,624	3,486	4,047
4560-0310 Social Security	-	-	-	-
4560-0320 Medicare	370	353	338	369
4560-0350 Unemployment	-	63	-	63
4560-0400 Health Insurance	4,890	4,227	4,075	4,044
4560-0420 Workers Comp.	826	960	858	1,118
Total Personnel Services	35,400	33,604	31,936	35,103
Contractual Services				
4560-2010 Electric	82,976	75,000	88,862	89,000
4560-2020 Natural Gas	-	-	-	-
4560-2040 Telephone	-	-	-	-
4560-2200 Membership & Dues	-	-	-	-
4560-2210 Conf., Meetings, Travel	-	900	-	900
4560-2500 Gen.Equip.Maint.& Repair	-	-	-	-
4560-2800 Contractual Services	327,916	310,000	352,320	325,000
4560-2900 Purchase of Water	241,794	226,000	256,981	276,000
4560-2901 Operation of Well	11,126	14,000	15,070	14,000
4560-2902 Bad Debt Expense	-	-	-	-
4560-2910 Ground Water Extractn	239,459	240,000	268,053	252,000
4560-2999 Miscellaneous	-	-	-	-
Total Contractual Services	903,271	865,900	981,286	956,900
Total Water System Operation	938,671	899,504	1,013,222	992,003

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

PUBLIC WORKS

**Division: Non-Departmental
Fund Name: Water
Fund – 510
Division No. 4900**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Transfer To Other Funds	\$ 199,290	\$ 196,607	\$ 196,607	\$ 199,607
Total	<u>\$ 199,290</u>	<u>\$ 196,607</u>	<u>\$ 196,607</u>	<u>\$ 199,607</u>
<u>Funding Source</u>				
Water	<u>\$ 199,290</u>	<u>\$ 196,607</u>	<u>\$ 196,607</u>	<u>\$ 199,607</u>

Public Works
Water Fund
Non-Departmental
510-4900

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Transfer Out					
	4900-9998 Contribution To Other Funds	199,290	196,607	196,607	199,067
Total	Transfer Out	199,290	196,607	196,607	199,067
Total	Water Fund-Non-Departmental	199,290	196,607	196,607	199,067
4560-2998 Depreciation Expense		185,700	-	185,700	-
Total	Depreciation Expense (Non-Cash)	185,700	-	185,700	-

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2014-15

PUBLIC WORKS

**Division: Bonds
Fund Name: Water
Fund – 510
Division No. 5110**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Debt Service	\$ 183,982	\$ 394,343	\$ 394,473	\$ 400,250
Total	<u>\$ 183,982</u>	<u>\$ 394,343</u>	<u>\$ 394,473</u>	<u>\$ 400,250</u>
<u>Funding Source</u>				
Water	<u>\$ 183,982</u>	<u>\$ 394,343</u>	<u>\$ 394,473</u>	<u>\$ 400,250</u>

Public Works
 Water Fund
 Debt Service
 510-5110

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Bond Costs					
5110-4010	Bond Principal	-	230,000	230,000	240,000
5110-4020	Bond Interest	168,705	160,343	160,342	156,050
5110-4025	Bond Amortization	11,256	-	-	
5110-4030	Bond Admin. Expense	4,021	4,000	4,131	4,200
Total	Bond Costs	183,982	394,343	394,473	400,250
Total	Water Fund-Bonds	183,982	394,343	394,473	400,250

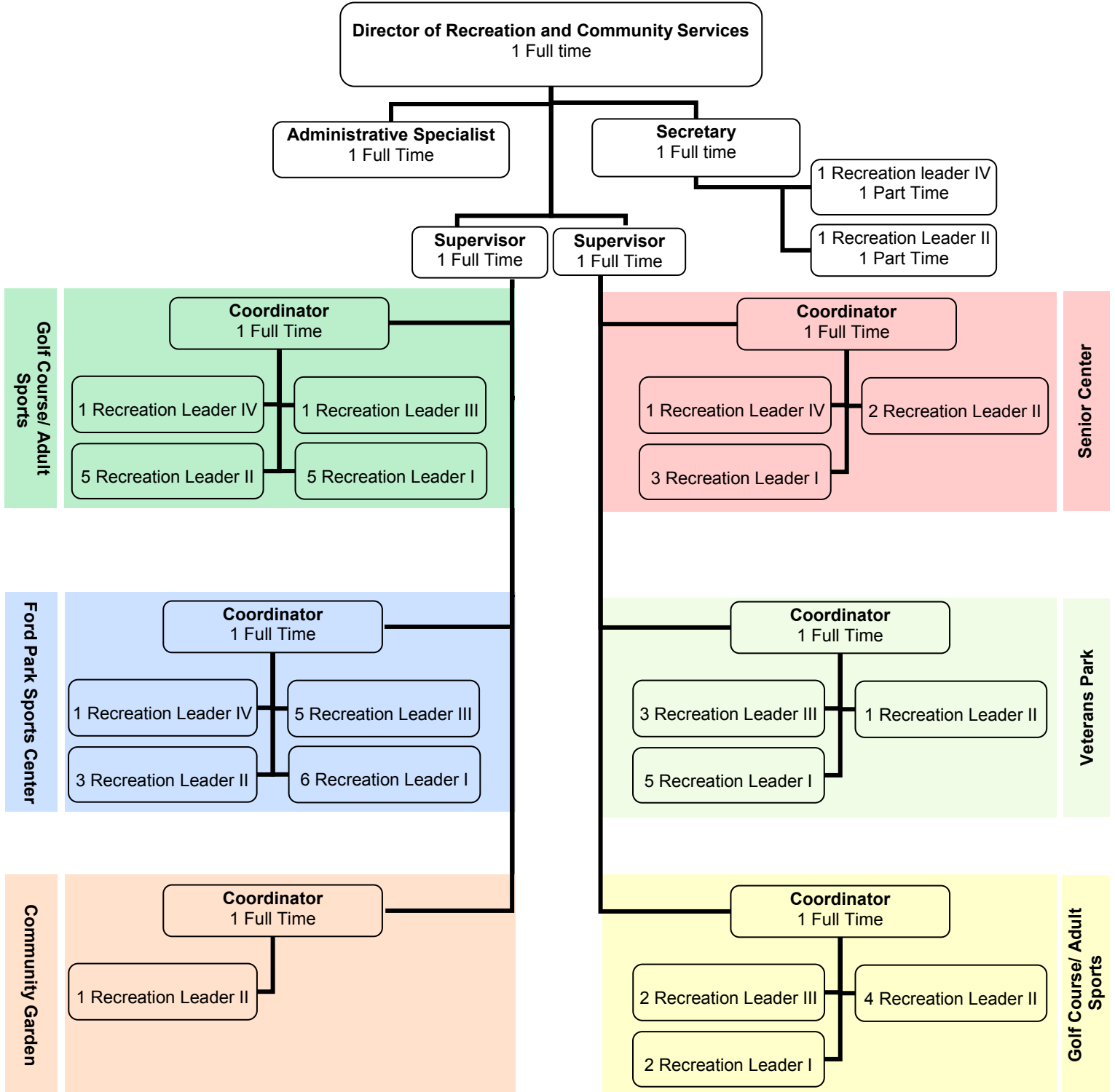
City of Bell Gardens



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City of Bell Gardens

Recreation/Community Services Organization Chart



City of Bell Gardens

RECREATION AND COMMUNITY SERVICES

Department: Recreation /Community Services

Purpose

Our vision is to **create community through people, parks, and programs**. We materialize this vision with the help of our staff's continuous efforts and commitment to improve in the following areas: youth and teen development, economic vitality, health and wellness, education, lifelong learning for adults and senior citizens, cultural enrichment, effective collaborations, safety, and security. Most importantly, our focus is to provide a safe and fun learning environment for Bell Gardens residents to enjoy.

Our department is led by a diverse and knowledgeable team of leaders that love giving back to the community through high-quality customer service. 50% of our staff are Bell Gardens residents, which brings a wonderful sense of "home" to our department. Every event, activity, class, or program is considered with our community's best interest at heart. Our community demonstrates their passion and appreciation through their involvement in the community, which is proven by the number of people of all ages who come out and enjoy the events and programs we plan in our parks and recreational facilities. This year we served over 40,000 residents through recreation and worked diligently to make positive changes in the department. We are proud to introduce the 2013-2014 list of accomplishments.

Current Year Accomplishments

- Generated \$240,000 in revenue from Sports Center rentals
 - \$188,000 from monthly rentals
 - \$52,000 from 6 special events
- Implemented and completed a Fall Youth Basketball Program serving 213 youth which is 30 more compared to the previous Fall sport.
- Implemented and ran 3 Successful Adult Golf Leagues
- Serving 92% (68 of 74) Bell Gardens residents at the Community Garden
- Served over 12,400 visitors and generated recreational swim revenue of \$14,834
- Provided swim lessons to 539 participants generating \$18,260 in revenue
- Increased bgrecreation.org website page views to 116,000 (104,193 in previous year)
- Increased social media audience from 269 to 682 followers
- Received the California Association of Public Information Officials (CAPIO) 2014 Excellence in Communications Award of Merit in New Media
- Received the California Parks and Recreation Society (CPRS) 2013 Award of Excellence in Marketing and Communications

City of Bell Gardens

RECREATION AND COMMUNITY SERVICES

- Obtained a \$52,180 grant from the Bicycle Casino Community Foundation for the construction of a futsal court
- Collaborated with the Public Works Department to oversee the construction and completion of the New Futsal Court at Bell Gardens Veterans Park.
- Re-created and published 3 Bell Gardens Today programs
- Hosted annual Family Fishing Derby at the Ford Park Pond collaborating with the California Department of Fish and Game with the help of a generous donation from the Lions Club of Bell Gardens
- Organized a successful spring carnival generating \$12,544 in revenue
- Collaborated with FECADEMIN (sister-city organization) to conduct a successful “El Grito” event generating \$11,846 in revenue
- Organized a successful Older American’s Month celebration
- Collaborated with “Un Paso Mas”, a Spanish speaking group that helps seniors deal with mental health issues such as depression and anxiety to implement a weekly program at Bell Gardens Veterans Park
- Conducted the 2013 Miss Bell Gardens pageant that included 8 participants and was attended by over 200 guests
- Generated \$55,614.52 in revenue through senior programs, afterschool programs, and specialized classes
- Conducted 45 Mini-Events & 5 Excursions with the After School Program at the Veterans Park Game Room
- Accommodated 161 Facility Rentals at Veterans Park
- Pepsters Cheer Club participated in two cheer events – Lynwood Candy Cane Lane Parade and the Los Angeles Marathon “Cheer Alley” Competition
- Hosted nine Family Excursions
- Conducted/hosted seven Special Events including; Lions Club Carnival, The Bicycle Casino Holiday Event, Family Fishing Derby, Student Government Day, Spring Carnival, Summer Concert Series (5 shows), Movies Under the Stars (5 shows)
- Collaborated with the Los Angeles Regional Food Bank to provide over 2,400 food bags to seniors in need
- Secured Flu Shots for our senior citizen participants and employees from Walgreens in Downey
- Increased the number of educational sessions at both senior centers by 50%
- Secured free tickets from the L.A. County Supervisors office for our senior center participants to see the L.A. Philharmonic at the Hollywood Bowl
- Secured free tickets from the L.A. County Supervisors office for our senior center participants to visit the L.A. County Fair
- Installed new carpet in the billiards room at the Bell Gardens Senior Center
- Purchased two exercise bikes for our senior citizen participants to use at the Bell Gardens Veterans Park Senior Center

City of Bell Gardens

RECREATION AND COMMUNITY SERVICES

- Increased the daily attendance at the Neighborhood Youth Center by 5% (average monthly attendance is over 1,000 participants)
- Conducted two new Teen/Tween events at the Neighborhood Youth Center: Teen Band Showcase and Dance Fest
- Organized the first “Breakfast with Santa” Kreative Kids event.

Soccer Tournaments/Events at Sports Center

- Copa COFEM (Consejo de Federaciones Mexicanas en Norteamérica)
- CRSC (Cerritos Regional Soccer Club) Memorial Cup Soccer Tournament
- Sueño MLS (Major League Soccer) Scouting combine
- MLS Futbolito Tournaments
- Premier Development Camps
- Super Soccer Festival
- 1940 Participants and 136 Teams in adult sports leagues
- \$36,400 Net Revenue generated through adult leagues

Objectives

- Increase Teen Programming
- Increase participation in all city recreation after school programs
- Increase sports program participation for youth, teen, and adult sports
- Increase collaboration with Community Development to provide special events that boost economic development in our city
- Increase collaboration with Public Works department to maintain parks and facilities
- Increase collaboration with the Police Department to provide preventive methods to keep kids safe and involved in positive programs
- Seek additional grants to enhance park playground equipment
- Provide effective collaboration with other departments on projects under consideration
- Increase staff training
- Explore costs and seek funding to implement an Automated Recreation Software to improve overall services and efficiency so that our customers may register online

City of Bell Gardens

RECREATION AND COMMUNITY SERVICES

Positions

Full-Time

- 1 Director of Recreation & Community Services
- 2 Recreation Supervisors
- 1 Administrative Specialist
- 1 Secretary
- 6 Recreation Coordinators
- 1 Clerk Typist (unfunded)
- 1 Recreation Manager (unfunded)

Part-Time

- 4 Recreation Leader IV's
- 10 Recreation Leader III's
- 32 Recreation Leader I's & II's

Part-Time (Seasonal)

- 15 Recreation Leader I's & II's – Aquatics
- 6 Recreation Leader III's – Aquatics
- 2 Recreation Leader IV's – Aquatics
- 2 Recreation Leader I's – Summer Camp

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

RECREATION & COMMUNITY SERVICES

**Division: Recreation Services
Fund Name: General
Fund – 110
Division No. 4660**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 1,711,855	\$ 1,804,665	\$ 1,663,299	\$ 1,789,551
Maintenance & Supply	125,845	138,000	114,226	130,500
Contractual Services	347,519	382,950	364,573	405,260
Capital Outlay	6,015	3,000	2,350	3,500
Total	<u>\$ 2,191,234</u>	<u>\$ 2,328,615</u>	<u>\$ 2,144,448</u>	<u>\$ 2,328,811</u>
<u>Funding Source</u>				
General Fund	<u>\$ 2,191,234</u>	<u>\$ 2,328,615</u>	<u>\$ 2,144,448</u>	<u>\$ 2,328,811</u>

City of Bell Gardens

**Recreation & Community Services
Recreation Administration
110-4660**

Account Number/Description	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Estimated	FY 2014-15 Adopted
Personnel Services				
4660-0100 Salaries	654,983	662,084	649,766	642,402
4660-0120 Vacation/Sick Allowance	5,875	5,875	4,575	4,886
4660-0150 Auto/Cell Allowance	4,982	10,800	10,457	9,000
4660-0200 Overtime	1,296	2,500	598	2,500
4660-0220 Part-Time	719,111	800,000	639,931	800,000
4660-0300 Retirement	82,727	84,071	84,752	92,559
4660-0310 Social Security	45,591	49,600	31,870	20,000
4660-0320 Medicare	20,095	9,842	19,386	9,516
4660-0350 Unemployment	4,757	3,297	3,372	3,297
4660-0400 Health Insurance	127,495	147,993	165,351	174,555
4660-0420 Workers Comp.	44,943	28,602	53,239	30,835
Total Personnel Services	1,711,855	1,804,665	1,663,299	1,789,551
Maintenance & Supply				
4660-1010 Office Supplies	24,965	22,500	15,592	20,000
4660-1200 Postage	5,684	8,000	9,290	8,000
4660-1300 Reproduction	41,499	18,000	22,172	18,000
4660-1301 Quarterly Newsletter		28,500	24,430	28,500
4660-1350 Photo Supplies	922	1,000	611	1,000
4660-1600 Special Supplies	52,775	60,000	42,132	55,000
Total Maintenance & Supply	125,845	138,000	114,226	130,500
Contractual Services				
4660-2040 Telephone	4,212	3,700	3,906	3,700
4660-2070 General Promotion	54,237	57,450	47,681	57,450
4660-2160 Mileage Reimbursement	154	300	135	300
4660-2200 Membership & Dues	1,665	3,000	2,467	3,000
4660-2210 Conf., Meetings, Travel	3,451	4,000	1,020	4,000
4660-2300 Vehicle Fuel & Oil	4,084	6,000	5,583	6,000
4660-2310 Vehicle Repair	3,043	4,000	1,551	6,000
4660-2500 Gen.Equip.Maint.& Repair	1,961	2,000	835	2,000
4660-2640 Facilities Rental Security	4,231	3,000	2,592	3,000
4660-2710 Training	1,028	2,000	1,421	2,000
4660-2800 Contractual Services	139,297	155,000	166,884	175,310
4660-2810 Professional Services		-	-	-
4660-2851 Classes	26,938	32,500	28,077	32,500
4660-2852 Trips	4,013	10,000	3,679	10,000
4660-2853 Leagues	32,283	35,000	31,771	35,000
4660-2854 Aquatics	18,689	20,000	13,705	20,000
4660-2855 Special Programs	48,233	45,000	53,269	45,000
Total Contractual Services	347,519	382,950	364,573	405,260
Capital Outlay				
4660-3050 Furniture & Equipment	5,034	-	2,350	-
4660-3110 Street Banners	981	3,000	-	3,000
4660-3150 Other Equip (Capital Out)	-	-	-	500
4660-3640 Facilities Rental Security	-	-	-	-
4777-3762 RCS Sports Field Sod Installation	-	-	-	-
Total Capital Outlay	6,015	3,000	2,350	3,500
Total Recreation Administration	2,191,234	2,328,615	2,144,448	2,328,811

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2014-15

RECREATION & COMMUNITY SERVICES

Division: Ford Park Sports Complex
Fund Name: Anson Ford Park
Fund – 361
Division No. 3033

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Contractual Services	\$ 189,000	\$ 185,700	\$ 187,779	\$ 187,700
Capital Outlay	8,900	15,000	-	15,000
Operating Transfer Out to GF	107,974	83,642	83,642	125,392
Total	<u>\$ 305,874</u>	<u>\$ 284,342</u>	<u>\$ 271,421</u>	<u>\$ 328,092</u>
<u>Funding Source</u>				
Anson Ford Park	<u>\$ 305,874</u>	<u>\$ 284,342</u>	<u>\$ 271,421</u>	<u>\$ 328,092</u>

City of Bell Gardens

**Recreation & Community Services
Ford Park Sports Complex
361-3033**

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
		Actual	Adopted	Estimated	Adopted
Account Number/Description					
Contractual Services					
	3033-2040 Telephone	-	-	-	-
	3033-2070 General Promotion	-	-	-	-
	3033-2200 Membership Dues	-	500	-	500
	3033-2310 Vehicle Repair	835	2,000	7,587	4,000
	3033-2500 Gen.Equip.Maint. & Repair	5,148	6,000	4,157	6,000
	3033-2520 Operations & Maintenance	-	-	-	-
	3033-2640 Facilities Rental Security	60,942	56,000	54,647	56,000
	3033-2710 Training	-	200	28	200
	3033-2800 Contractual Services	70,646	72,000	74,234	72,000
	3033-2810 Professional Services	-	-	-	-
	3033-2853 Leagues	51,429	49,000	47,126	49,000
	3033-2856 Tournaments	-	-	-	-
	3033-2890 Misc Expense	-	-	-	-
Total	Contractual Services	189,000	185,700	187,779	187,700
Capital Outlay					
	3033-3050 Furniture & Equipmt	-	-	-	-
	3033-3110 Street Banners	-	-	-	-
	3033-3150 Other Equipment (Capital Outlay)	8,900	15,000	-	15,000
	4777-3612 Field 5 Phase II Synthetic Field Project	-	-	-	-
	4777-3613 Field Six Renovations	-	-	-	-
Total	Capital Outlay	8,900	15,000	-	15,000
Contingency					
	4900-9999 Operating Transfer Out to GF	107,974	83,642	83,642	125,392
Total	Operating Transfer	107,974	83,642	83,642	125,392
Total	Ford Park Sports Complex	305,874	284,342	271,421	328,092

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

RECREATION & COMMUNITY SERVICES

**Division: Golf Course
Fund Name: Golf Course
Fund – 520
Division No. 4666**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 109,212	\$ 113,144	\$ 105,408	\$ 112,239
Maintenance & Supply	11,277	11,200	11,382	12,200
Contractual Services	102,568	107,500	116,734	110,500
Capital Outlay	-	-	-	5,000
Total	<u>\$ 223,057</u>	<u>\$ 231,844</u>	<u>\$ 233,525</u>	<u>\$ 239,939</u>
 <u>Funding Source</u>				
Golf Course	<u>\$ 223,057</u>	<u>\$ 231,844</u>	<u>\$ 233,525</u>	<u>\$ 239,939</u>

City of Bell Gardens

**Recreation & Community Services
Golf Course
520-4666**

Account Number/Description	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Estimated	FY 2014-15 Adopted
Personnel Services				
4666-0100 Salaries	31,097	31,161	31,244	31,161
4666-0120 Vacation Buyout	495	495	184	495
4666-0200 Overtime	-	-	-	-
4666-0220 Part-Time	63,836	70,000	61,678	70,000
4666-0300 Retirement	4,326	4,393	4,446	4,678
4666-0310 Social Security	3,958	4,340	2,645	3,002
4666-0320 Medicare	1,383	459	1,220	459
4666-0350 Unemployment	-	157	-	157
4666-0400 Health Insurance	784	792	755	792
4666-0420 Workers Compensation	3,333	1,346	3,237	1,496
Total Personnel Services	109,212	113,144	105,408	112,239
Maintenance & Supply				
4666-1010 Office Supplies	2,786	3,000	2,564	3,000
4666-1050 Publications	59	200	109	200
4666-1300 Reproduction	1,548	2,000	-	2,000
4666-1600 Special Supplies	6,884	6,000	8,709	7,000
Total Maintenance & Supply	11,277	11,200	11,382	12,200
Contractual Services				
4666-2500 Gen.Equip.Maint. & Repair	2,231	2,500	76	2,500
4666-2800 Contractual Services	100,337	105,000	116,658	108,000
4666-2856 Tournaments	-	-	-	-
Total Contractual Services	102,568	107,500	116,734	110,500
Capital Outlay				
4666-3050 Furniture & Equipment	-	-	-	5,000
4666-3150 Other Equipment (Capital Outlay)	-	-	-	-
Total Capital Outlay	-	-	-	5,000
Total Golf Course	223,057	231,844	233,525	239,939

City of Bell Gardens



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City of Bell Gardens

Capital Improvement Projects 2014-2015

Designed Projects

Object # 4777	Project Title	Amount
3759	Street Resurfacing (Florence Pl., Sudan/Scout,)	\$ 224,000
3763	Residential Street Rehabilitation (Suva, Live Oak & Loveland)	599,000
3765	Street Improvement Project (Garfield & Easter Avenue)	700,000
3763	Street Resurfacing (Lubec, El Selinda & Asamson)	550,000
Total Designed Capital Projects		\$ 2,073,000

Budgeted Funding

Object # 4777	Project Title	Prop A 280	Prop C 281	Measure R	TDA 340
XXX2	Unprogrammed Prop A Funds	\$ 30,900	\$ -	\$ -	\$ -
XXX3	Unprogrammed Prop C Funds	-	149,000	-	-
XXX4	Unprogrammed Measure R Funds	-	-	407,000	-
XXX5	Unprogrammed TDA Funds	-	-	-	29,000
Available Capital Improvement Funding for Fiscal 2014-2015		\$ 30,900	\$ 149,000	\$ 407,000	\$ 29,000

City of Bell Gardens

CAPITAL IMPROVEMENT PROJECTS

Division: Capital Improvement Projects **Introduction**

The Capital Improvement Program has served as a guidebook for capital needs and constraints within the fiscal year as determined in the annual budget analysis. Each year, new priorities are discussed dependent largely upon capital reserves, fiscal resources and immediate need. Some inclusions are the status of incomplete projects (carryovers), priority adjustments, funding opportunities, and additional items. The Public Works Department oversees this Program which includes consultation and budget collaboration with the Community Development and Recreation & Community Services Departments.

Revisions

The FY 2013-2014 Capital Improvement Program has been structured differently to address the current fiscal atmosphere. As resources become limited, further planning and strategic approaches have been developed to recognize fiscal opportunity. Some Projects have been included as recommendations for priority consideration without full funding for the projected costs. Each respective shortfall is anticipated to seek alternative funding through grant opportunities, development partnerships, cost-sharing, and new program development. Each respective project has been included to demonstrate its need within the Capital Improvement Program, and the City's commitment to funding the Project over a period of time.

Highlights

A deliberate effort has been made to eliminate the use of General Fund Revenue and obtain alternative funding. Staff continues to pursue funding through the American Recovery and Reinvestment Act of 2009 (ARRA), an economic stimulus package enacted by Congress and signed by President Obama on February 17, 2009. The Department has also successfully obtained funding through the Federal Safe Routes to School Program, Caltrans, Los Angeles County Metro, and other sources that make a majority of the projects possible. Other projects are already slated for submission for additional resources due to the completion of Master Plans and comprehensive studies to support the Project's sustainability. For these projects, a local match may be needed, and are included for discussion. The Program is subject to change and is not intended to preclude the City Council from making any adjustments.

City of Bell Gardens

CAPITAL IMPROVEMENT PROJECTS

Division: Capital Improvement Projects

Summary

The Capital Improvement Program has been designed to help facilitate policy decisions based on capital improvement needs, resources, and fiscal analysis for maintenance-driven improvements, upgrades and new Projects. The Program is intended to become a multiyear program to build upon small resources and consolidate efforts. Designed as a functional management plan, priorities may be established, rearranged and discussed to address the foreseeable needs of the community.

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

PUBLIC WORKS

**Division: Capital Improvement Projects
Fund Name: General
Fund – 110
Division No. 4777**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Capital Improvements				
PD Locker Room and Restroom	\$ 3,870	\$ 50,830	\$ 63,867	\$ -
Cal Recycle Tire Derived Program	-	4,200	4,200	-
Futsal Project at Veterans Park	-	42,700	9,357	-
Total	\$ 3,870	\$ 97,730	\$ 77,424	\$ -
 <u>Funding Source</u>				
General Fund	<u>\$ 3,870</u>	<u>\$ 97,730</u>	<u>\$ 77,424</u>	<u>\$ -</u>

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

PUBLIC WORKS

**Division: Capital Improvement Projects
Fund Name: Capital Grant
Fund – 115
Division No. 4777**

<u>Project Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
3214 Safe Routes to Schools (Federal)	\$ 32,179	\$ -	\$ -	\$ -
3225 Florence Ave-Emil to East City Limits	176,831	-	-	-
3401 FY11 Safe Routes to School - St. Grt 361K	11,529	-	-	-
3612 ABC Field Five Synthetic Turf Phase II	602,333	-	-	-
3755 Street Resurfacing Project - STPL	181,136	-	-	-
3757 FY Street Imprv Proj 1	-	-	17,860	-
3759 FY Street Imprv Proj 3	-	-	-	196,000
3760 Safe and Healthy Kids Non-Infra Improv	111,436	-	50,682	-
3761 Cal Recycle Tire Derived Program	-	-	104,125	-
3762 MTA I-710 Project	63,769	-	-	-
3764 Street Improvement Project– Prop 1B	-	-	9,118	-
3767 Emergency Vehicle EVP Systems	2,097	111,700	8,388	-
3831 Futsal Project	-	-	52,180	-
Capital Grant Fund - Capital Improvement Projects	\$ 1,181,310	\$ 111,700	\$ 242,353	\$ 196,000

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

PUBLIC WORKS

**Division: Capital Improvement Projects
Fund Name: Gas Tax
Fund – 210
Division No. 4777**

		FY 12-13	FY 13-14	FY 13-14	FY 14-15
<u>Expenditures</u>		<u>Actual</u>	<u>Adopted</u>	<u>Estimated</u>	<u>Adopted</u>
	Capital Outlay				
0000	Unprogrammed CIP	\$ -	\$ 35,000	\$ -	\$ -
	Safe Routes to school (Suva Elementary)	-	-	-	-
3401	FY11 Safe Routes to School-TCRF Match	(10,745)	-	-	-
	Alley Improvements FY10-11	-	-	-	-
	Various Street Improvements 09/10	-	-	-	-
3755	Foster Brigde Resurface Project	9,745	-	-	-
3757	FY12 Street Improvement Project 1	-	-	-	-
3763	Residential Street Rehabilitation	65,890	-	-	-
3764	Street Improvement Project	52,100	-	-	-
3766	Street & Alley Slurry Seal ARAM Project	13,290	-	-	-
Gas Tax Fund-Capital Improvement Projects		\$ 130,280	\$ 35,000	\$ -	\$ -

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2014-15

PUBLIC WORKS

Division: Capital Improvement Projects
Fund Name: Proposition A Sales Tax
Fund – 280
Division No. 4777

	FY 12-13	FY 13-14	FY 13-14	FY 14-15
<u>Expenditures</u>	<u>Actual</u>	<u>Adopted</u>	<u>Estimated</u>	<u>Adopted</u>
Unprogrammed CIP	\$ -	\$ -	\$ -	\$ 30,900
Prop A-Capital Improvement Projects	\$ -	\$ -	\$ -	\$ 30,900

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

PUBLIC WORKS

**Division: Capital Improvement Projects
Fund Name: Proposition C Sales Tax
Fund – 281
Division No. 4777**

<u>Expenditures</u>	FY 12-13	FY 13-14	FY 13-14	FY 14-15
	Actual	Adopted	Estimated	Adopted
0000 Unprogrammed CIP	\$ -	\$ -	\$ -	\$ 148,662
3757 FY 12 Street Improvements Project 1	-	-	-	-
3759 FY12 Street Improvements 3	3,388	20,912	-	20,912
3764 Street and Pedestrian Improvement Project	-	213,027	213,027	-
Prop C-Capital Improvement Projects	\$ 3,388	\$ 233,939	\$ 213,027	\$ 169,574

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

PUBLIC WORKS

**Division: Capital Improvement Projects
Fund Name: Measure R Sales Tax
Fund – 285
Division No. 4777**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Capital Outlay				
0000 Unprogrammed CIP	\$ -	\$ 410,000	\$ -	\$ 407,000
3214 Safe Routes to School	(30,115)	-	-	-
3225 Florence Ave-Emil to East City Limits; El Selinda to Ajax	21,273	-	-	-
FY11 Street Resurfacing - STPL Sudan/Darwell/Live Oak	-	-	-	-
3757 FY 12 Street Improvement Proj 1	1,559	-	(17,860)	-
FY12 Street Improvements 2	-	-	-	-
Street Improvement Project FY 13	-	-	-	-
Street & Alley Slurry Seal Aram Project	-	-	-	-
3755 Foster Bridge Blvd-STPL	3,638	-	-	-
3764 Street and Pedestrian Improvement Project	-	-	174,524	-
3766 Street and Alley Slurry	-	-	140,957	-
3768 Street Improvement –Lubec Street	-	-	49,250	-
Measure R Sales Tax	<u>\$ (3,645)</u>	<u>\$ 410,000</u>	<u>\$ 346,871</u>	<u>\$ 407,000</u>

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

PUBLIC WORKS

**Division: Capital Improvement Projects
Fund Name: TDA
Fund – 340
Division No. 4777**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
0000 Unprogrammed CIP	\$ -	\$ 72,603	\$ -	\$ 29,000
3755 FY11 Street Resurfacing - STPL	334	-	-	-
3764 Street and Pedestrian Improvement Project	-	-	44,563	-
3832 Active Transportation Project	-	-	15,000	-
TDA Article 3-Capital Improvement Projects	<u>\$ 334</u>	<u>\$ 72,603</u>	<u>\$ 59,563</u>	<u>\$ 29,000</u>

City of Bell Gardens

Successor Agency to the Bell Gardens Community Development Commission

Governing Body

Daniel Crespo
Chairperson

Priscilla Flores
Vice Chairperson

Pedro Aceituno
Member

Jose J. Mendoza
Member

Jennifer Rodriguez
Member

Oversight Board

Donald La Plante, Chair

Pedro Aceituno, Vice Chair

Will Kaholokula, Board Member

Efrain Escobedo, Board Member

Edgar Cisneros, Board Member

William P. Rumble, Board Member

David C. Moore, Board Member

Staff

Philip Wagner
Executive Director

Rosalia Conde
Secretary

City of Bell Gardens

SUCCESSOR AGENCY TO THE BELL GARDENS COMMUNITY DEVELOPMENT COMMISSION

Description:

On December 29, 2011, the California Supreme Court issued its opinion in the case of California Redevelopment Association, et al. v. Ana Matosantos, ext., et al., Case No. S196861, and upheld the validity of AB X1 26 - legislation that dissolves all redevelopment agencies - and invalidated AB X1 27 - legislation that would have allowed redevelopment agencies to continue in existence by making certain payments to the State. The result of this decision is all redevelopment agencies have been dissolved effective February 1, 2012.

AB 26 provides for each redevelopment agency's assets and obligations to be transferred to a "successor agency." The successor agency is the entity charged with performance of the redevelopment agency's "enforceable obligations" (general speaking, the obligations of the redevelopment agency as of June 28, 2011, when AB 26 was signed by the Governor) and with winding down the redevelopment agency's affairs (e.g., projects, properties, enforceable obligations, etc.).

A city becomes the successor agency of its redevelopment agency automatically or it may affirmatively elect not to be the successor agency no later than January 13, 2012.

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

SUCCESSOR AGENCY TO THE COMMUNITY DEVELOPMENT COMMISSION

**Division: Various
Fund Name: Successor Agency - Project Area 1
Fund – 900
Division Nos. 4111,4220,4221,4223,4224, 4330, 5030**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 153,523	\$ 145,750	\$ 141,795	\$ 153,078
Contractual Services	7,535	57,500	6,174	-
Legal Services	30,995	10,000	7,869	-
Total	<u>\$ 192,053</u>	<u>\$ 213,250</u>	<u>\$ 155,838</u>	<u>\$ 153,078</u>
<u>Funding Source</u>				
Redevelopment Property Tax	<u>\$ 192,051</u>	<u>\$ 213,250</u>	<u>\$ 155,838</u>	<u>\$ 62,437</u>

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

SUCCESSOR AGENCY TO THE COMMUNITY DEVELOPMENT COMMISSION

**Division: Various
Fund Name: Successor Agency - Project Area 1
Fund – 901
Division Nos. 5110**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Debt Services	\$ 841,801	\$ 824,266	\$ 757,480	\$ 824,521
Total	<u>\$ 841,801</u>	<u>\$ 824,266</u>	<u>\$ 757,480</u>	<u>\$ 824,521</u>
<u>Funding Source</u>				
Redevelopment Property Tax	<u>\$ 841,801</u>	<u>\$ 824,266</u>	<u>\$ 757,480</u>	<u>\$ 824,521</u>

City of Bell Gardens

SUCCESSOR AGENCY TO THE COMMUNITY DEVELOPMENT COMMISSION

Debt Service

901-5110

	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description	Actual	Adopted	Estimated	Adopted
Debt Service				
5110-4010 Bond Payment	475,000	495,000	495,000	520,000
5110-4020 Interest Expense	344,700	321,766	119,434	297,021
5110-4030 Bond Admin. Expense	7,437	7,500	7,520	7,500
5110-4040 Bond Premium and Discount Amortization	14,664	-	-	-
5110-4090 Bond Issuance Cost	-	-	135,526	-
Total Debt Service	841,801	824,266	757,480	824,521
Successor Agency Project - Area 1				
Total Debt Service	841,801	824,266	757,480	824,521

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

SUCCESSOR AGENCY TO THE COMMUNITY DEVELOPMENT COMMISSION

**Division: Capital Projects Central Area
Fund Name: Successor Agency - Central City
Fund – 930
Division Nos. 4111,4220,4221,4223,4224,4330,4900,5030**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Personnel Services	\$ 97,159	\$ 145,751	\$ 141,794	\$ 153,076
Maintenance & Supply	-	-	-	-
Contractual Services	37,722	57,500	6,024	-
Legal Services	30,995	10,000	7,869	-
Non-Departmental	-	-	57,058	-
Total	<u>\$ 165,876</u>	<u>\$ 213,251</u>	<u>\$ 212,745</u>	<u>\$ 153,076</u>
 <u>Funding Source</u>				
Redevelopment Property Tax Trust Fund	<u>\$ 165,876</u>	<u>\$ 213,251</u>	<u>\$212,745</u>	<u>\$ 153,076</u>

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

SUCCESSOR AGENCY TO THE COMMUNITY DEVELOPMENT COMMISSION

**Division: Various
Fund Name: Successor Agency - Central City
Fund – 931
Division Nos. 5110**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Debt Services	1,004,412	991,104	1,432,742	995,937
Total	<u>\$ 1,004,412</u>	<u>\$ 991,104</u>	<u>\$ 1,432,742</u>	<u>\$ 995,937</u>
<u>Funding Source</u>				
Redevelopment Property Tax/ Trust Fund Bond Proceeds	<u>\$ 1,004,412</u>	<u>\$ 991,104</u>	<u>\$ 1,432,742</u>	<u>\$ 995,937</u>

City of Bell Gardens

SUCCESSOR AGENCY TO THE COMMUNITY DEVELOPMENT COMMISSION

Debt Service

931-5110

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Account Number/Description		Actual	Adopted	Estimated	Adopted
Debt Service					
	5110-4010 Principal Expense	355,000	370,000	370,000	395,000
	5110-4020 Interest Expense	635,435	616,604	779,766	596,437
	5110-4030 Admin. Expense	4,504	4,500	4,668	4,500
	5110-4040	9,473	-	-	-
	5110-4090 Bond Issuance Cost	-	-	278,308	-
Total	Debt Service	1,004,412	991,104	1,432,742	995,937
Successor Agency Central City Project Area					
Total	Debt Service	<u>1,004,412</u>	<u>991,104</u>	<u>1,432,742</u>	<u>995,937</u>

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2014-15**

SUCCESSOR AGENCY TO THE COMMUNITY DEVELOPMENT COMMISSION

**Division: Debt Service BG Marketplace
Fund Name: Debt Service-BG Marketplace Note
Fund – 934
Division No. 5120**

<u>Expenditures</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 13-14 Estimated</u>	<u>FY 14-15 Adopted</u>
Debt Services	\$ 786,311	\$ 786,311	\$ 2,340,053	\$ 294,912
Total	<u>\$ 786,311</u>	<u>\$ 786,311</u>	<u>\$ 2,340,053</u>	<u>\$ 294,912</u>
<u>Funding Source</u>				
Redevelopment Property	<u>\$ 786,311</u>	<u>\$ 786,311</u>	<u>\$ 2,340,053</u>	<u>\$ 294,912</u>

City of Bell Gardens

SUCCESSOR AGENCY TO THE COMMUNITY DEVELOPMENT COMMISSION

Loans

934-5120

		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
		Actual	Adopted	Estimated	Adopted
Debt Service					
	5120-4010 Principal Expense-Note	197,512	-	-	-
	5120-4020 Interest Expense-Note	588,799	786,311	1,630,177	294,912
	5120-4030 Loan Administration	-	-	66,725	-
	5110-4090 Bond Issuance Costs	-	-	643,151	-
Total	Debt Service	786,311	786,311	2,340,053	294,912
Total	Debt Service-BG Marketplace Bonds	786,311	786,311	2,340,053	294,912

City of Bell Gardens

GLOSSARY

Activity—The smallest unity of budgetary accountability and control which covers a specific unit of work or service.

Adoption—Formal action of the City Council, which sets the spending limits for the fiscal year.

Allocate—To divide a lump-sum appropriation, which is designated for expenditure by specific organization units and/or for specific purposes, activities, or objects.

Annual Budget—A budget applicable to a single fiscal year.

Audit—Prepared by an independent Certified Public Accountant (CPA), the primary objective of an audit is to determine if the City's financial statements present fairly the City's financial position and results of operations in conformity with generally accepted accounting principles.

Budget—A financial plan for a specified period of time that matches planned revenues and expenditures to municipal services.

Budget Calendar—A schedule of key dates which the City follows in the preparation, adoption, and administration of the budget.

Budget Message—Included in the opening section of the budget, the Budget message provides the Council and the public with a general summary of the most important aspects of the budget, changes from the previous fiscal years, and the views and recommendations of the City Manager.

CJPIA—California Joint Powers Insurance Authority.

Capital Improvement Program (CIP)—A Program to provide for the maintenance or replacement of existing public facilities and assets, and for the construction or acquisition of new ones.

Capital Outlay—Expenditures which qualify as capital costs according to accounting standards. This includes furniture, fixtures, machinery, equipment and other fixed assets.

City of Bell Gardens

GLOSSARY

Contingency—An appropriation of funds to cover unforeseen events that occur during the fiscal year, such as flood emergencies, federal mandates, shortfalls in revenue, and similar eventualities.

Department—A major organizational unit of the City which has been assigned overall management responsibility for an operation, or a group of related operations within a functional area.

Designated Fund Balance—A portion of unreserved fund balance designated by City policy for a specific future use.

Encumbrance—The legal commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

Fiscal Year—The beginning and ending period for recording financial transactions. The City has specified July 1st to June 30th as its fiscal year.

Fixed Assets—Assets of long-term nature such as land, building, machinery, furniture, and other equipment. The City has defined such assets as those with an expected life in excess of one year and an acquisition cost in excess of \$5,000-\$10,000.

Fund—An accounting entity that records all financial transactions for specific activities or government functions. The fund types used by the City are: General, Special Revenue, Capital Project, Enterprise, Debt Service, and Fiduciary.

Fund Balance—The excess of current assets over current liabilities, representing the cumulative effect of revenues and other financing sources over expenditures and other financing uses.

General Fund—The primary operating fund of the City, all revenues that are not allocated by law or contractual agreements to a specific fund are accounted for in the General Fund. With the exception of subvention or grant revenues restricted for specific uses, General Fund resources can be utilized for any legitimate governmental purpose.

Goal—A statement of broad direction, purpose or intent.

Infrastructure—The physical assets of the City, i.e., streets, water, sewer, public buildings, parks and the support structure within a development.

City of Bell Gardens

GLOSSARY

Investment Revenue—Revenue received as interest from the investment of funds not immediately required to meet cash disbursement obligations.

Key Objective—A statement of specific direction, purpose or intent based on the needs of the community and the goals established for a specific program.

Line-Item Budget—A budget that lists detailed expenditure categories, (salary, materials, telephone service, travel, etc.) separately, along with the amount budgeted for each specified category. The City uses a program rather than line-item budget, although detail line-item accounts are maintained and recorded for financial purposes.

Municipal—In its broadest sense, an adjective which denotes the state and all subordinate units of government. In a more restricted sense, an adjective which denotes a city or village, as opposed to other local government.

Objectives—Specific statements of desired ends to be accomplished during the Fiscal Year.

Objectives of Expenditure—The individual expenditure accounts used to record each type of expenditure City operations incur. For budgeting purposes, objects of expenditure are categorized into groups of similar expenditures called major objects of expenditure. The principle objects of expenditure used in the budget are:

Personal Services—Salaries and benefits paid to City employees. Including items such as special duty salaries and retirement.

Operating Expenditures—Amounts paid for items that are consumed, deteriorated through use, or that lose their identity through fabrication or incorporation into different or more complex units or substances. Office supplies, materials and other items used in the normal operations of City Departments. Including items such as books, maintenance materials and contractual services supporting the government. These professionals include lawyers, architects, auditors, systems analysts, planners, etc.

Operating Budget—The portion of the budget that pertains to daily operations providing basic governmental services. The program budgets in the financial plan form the operating budget.

City of Bell Gardens

GLOSSARY

Ordinance—A formal legislative enactment by the City Council. It has the full force and effect of law within the City boundaries unless it is in conflict with any higher form of law, such as State statute or constitutional provision. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status.

Policy—A direction set by the City Council that must be followed to advance a goal. The direction can be a course of action or a guiding principle.

Program—A grouping of activities organized to accomplish basic goals and objectives.

Program Budget—A budget that focuses upon the goals and objectives of an agency or jurisdiction rather than upon its organizational budget units or object classes of expenditure.

Reserve—An account used to indicate that a portion of a fund's balance is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

Resolution—A special order of the City Council which requires less legal formality than an ordinance in terms of public notice and the number of public readings prior to approval.

Revenue—Funds that the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

Risk Management—An organized attempt to protect an organization's assets against accidental loss in the most cost-effective manner.

Sales Tax—A tax on the purchase of goods and services.

Special Revenue Funds—Funds used to account for the proceeds from specific revenue sources (other than trusts or major capital projects) that are legally restricted to expenditure for specific purposes.

Subventions—Revenues collected by the State (or other level of government) which are allocated to the City on a formula basis. The major subventions received by the City from the State of Cal-

City of Bell Gardens

GLOSSARY

ifornia include motor vehicle in-lieu and gasoline taxes.

Trust and Agency Funds—Also known as Fiduciary Fund Types, these funds are used to account for assets held by the City in a trustee capacity or as an agent for private individuals, organizations or other governmental agencies.

Work Plan—A schedule which identifies major action steps, time frames and person responsible for accomplishment of a department or division objective.

City of Bell Gardens



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