



City of Bell Gardens Adopted Budget

Fiscal Year July 1, 2015 to June 30, 2016





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

Adopted Annual Budget
Fiscal Year
July 1, 2015 through June 30, 2016

City of Bell Gardens



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City of Bell Gardens

City Officials

City Council

Jennifer Rodriguez	Mayor
Pedro Aceituno	Mayor Pro Tem
Priscilla Flores	Councilmember
Jose J. Mendoza	Councilmember
Maria Pulido	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

Kristina Santana
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

Jennifer Rodriguez
Chairperson

Priscilla Flores
Vice Chairperson

Pedro Aceituno
Member

Jose J. Mendoza
Member

Maria Pulido
Member

Administration

Philip Wagner
John E. Oropeza
Kristina Santana

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
Bartolome Carrillo
Edgar Gomez
William R. Hoyt
Tony Rivera

Recreation, Cultural & Youth Commission

Jocelyn Beltran
Nestor Carrera
Maria D. Garcia
Carolla Rodriguez
Rudy Samayoa

Senior Citizen Commission

Clifford Dunbar
Maria I. Gavilanes
Beatriz Gomez
Ruby Radilla

Traffic and Safety Commission

Nancy Amaya
Rosa Golvan
Jayson Gavilanes
Sally Hoyt

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



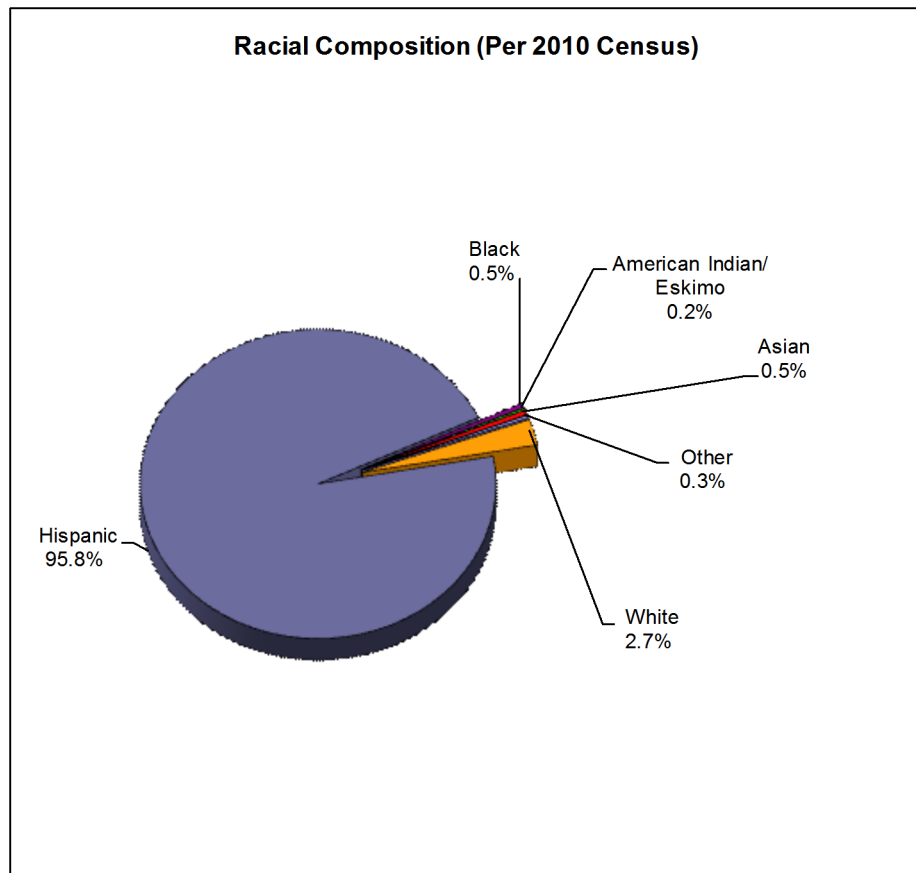
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City of Bell Gardens

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)

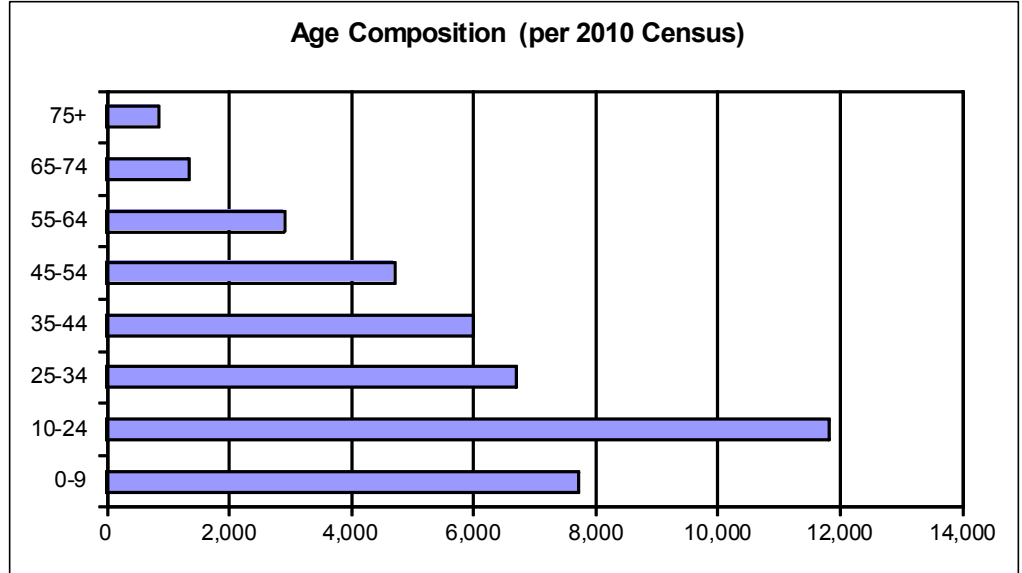


Racial Composition

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

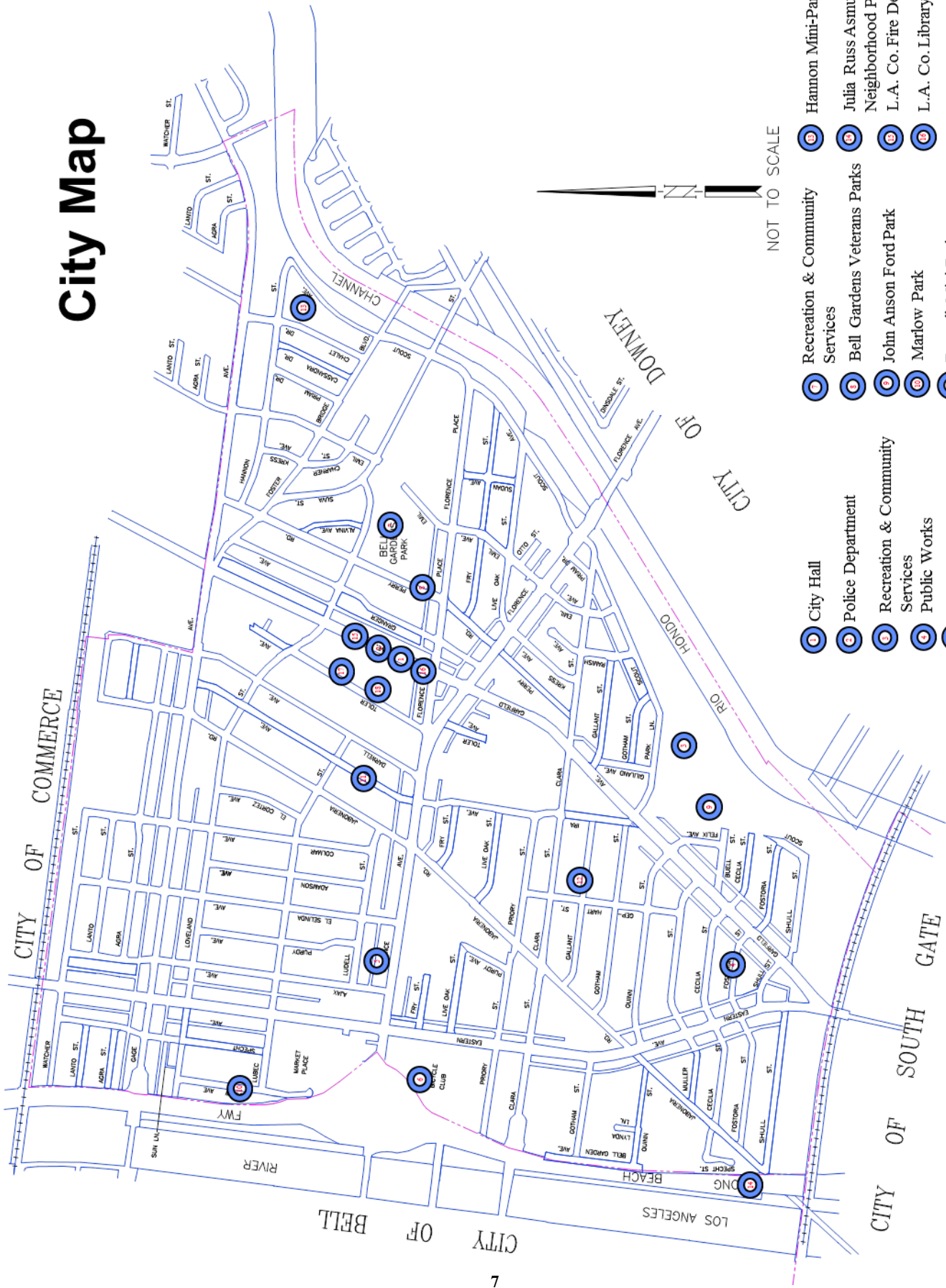
Flood Zone Information:

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

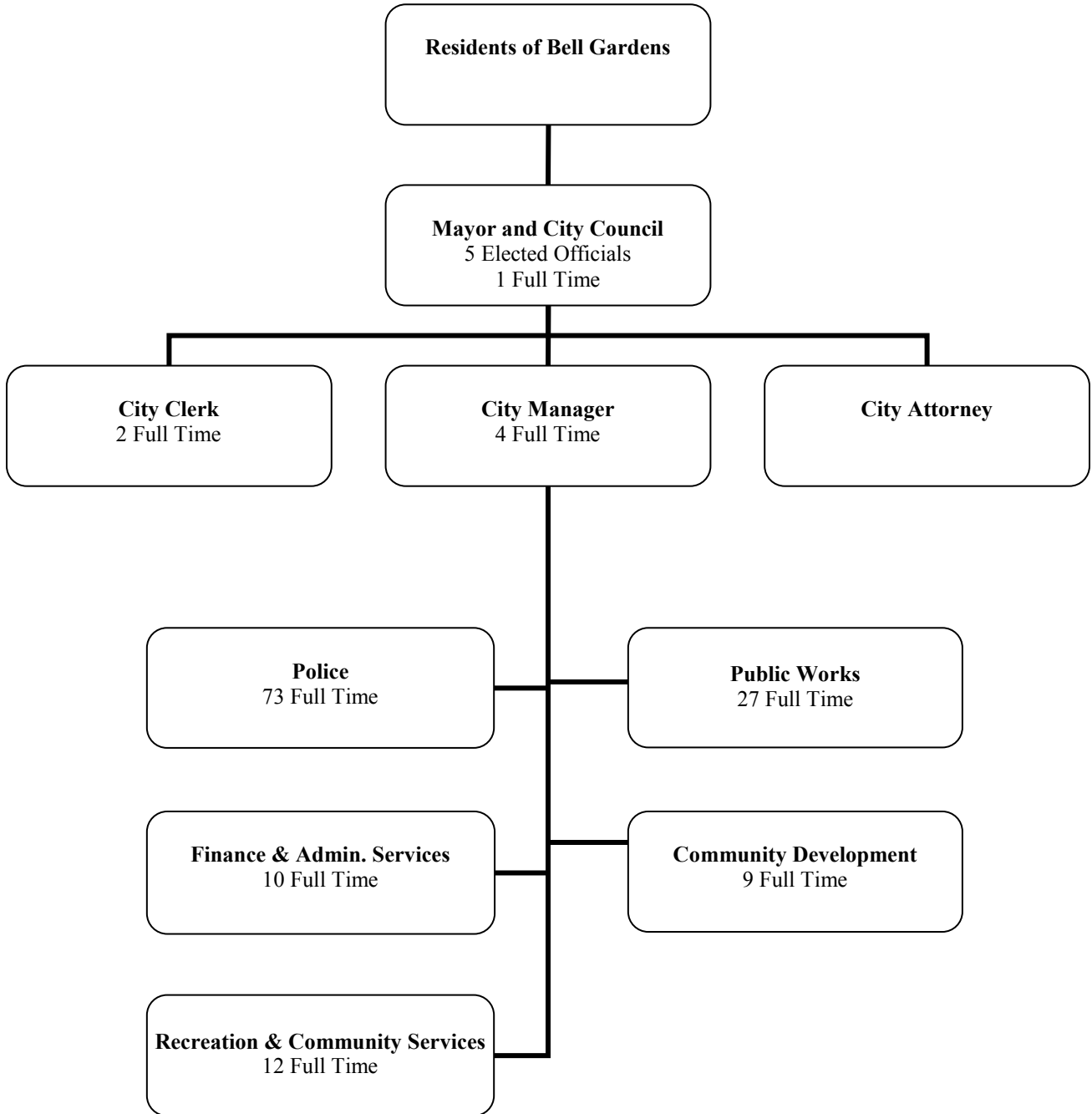
City of Bell Gardens



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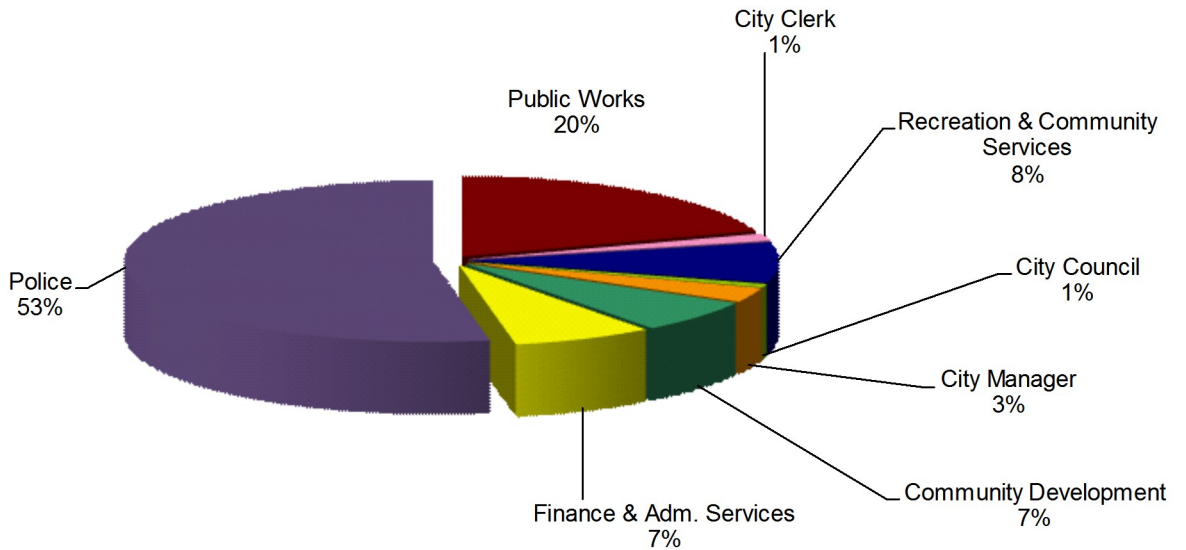
City of Bell Gardens

Organization Chart

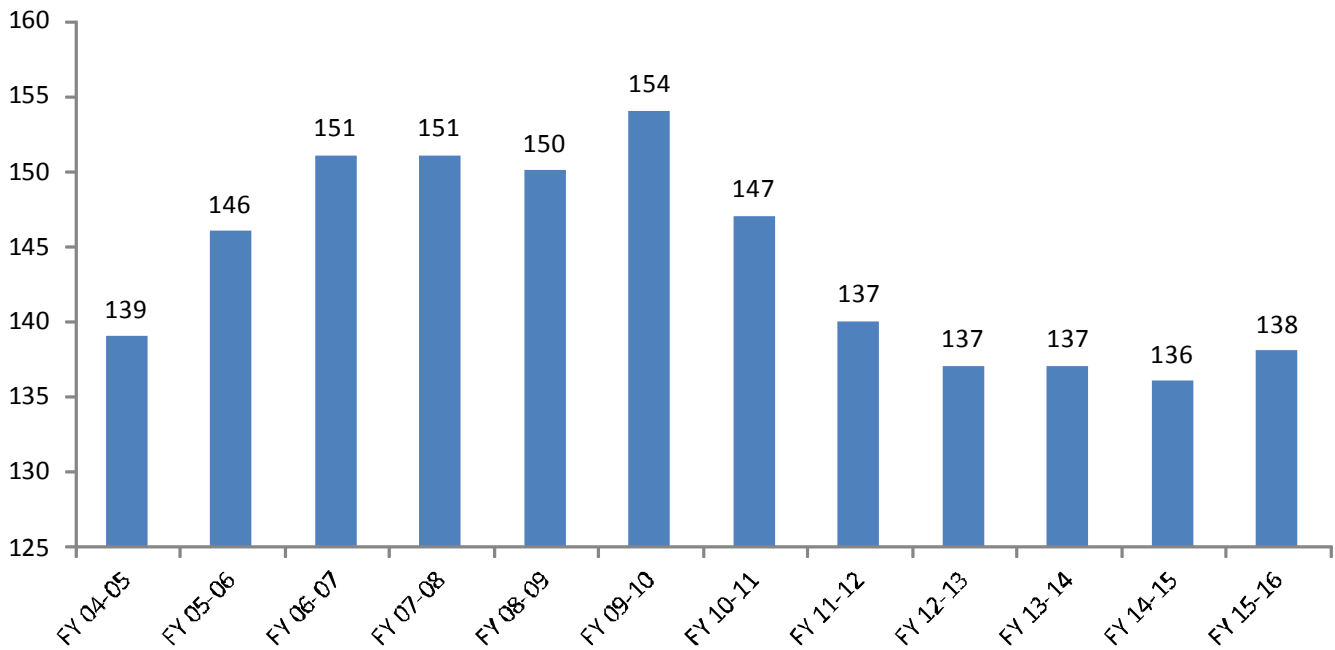


City of Bell Gardens

FY 15-16 ADOPTED POSITIONS BY DEPARTMENT



History of Adopted Positions



City of Bell Gardens

SUMMARY OF FULL TIME PERSONNEL BY DEPARTMENT FISCAL YEARS 2005-06 TO 2015-16

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	FY* 15-16
<u>Mayor and City Council</u>											
Executive Assistant to City Council	1	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	1
<u>City Manager's Office</u>											
City Manager	1	1	1	1	1	1	1	1	1	1	1
Assistant City Manager	1	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	1
Management Analyst	0	1	1	1	0	0	0	0	0	0	0
Senior Management Analyst	0	0	0	0	1	1	1	1	1	1	1
Total City Manager's Office	3	4	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	1
Secretary	1	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	2
<u>Community Development</u>											
Community Development Director	1	1	1	1	1	1	1	1	1	1	1
Building Services Supervisor	1	1.5	1	1	1	1	1	1	1	1	1
City Planner	1	1	1	1	1	1	1	1	1	1	1
Assistant Planner	1	1	1	1	1	1	1	0	0	0	0
Associate Planner	1	1	1	1	1	1	1	1	1	1	1
Business License Clerk	1	1	1	1	1	1	1	1	1	1	1
Code Enforcement Officer	2	2.5	2	3	3	3	3	3	3	2	2
Code Enforcement Officer/ Building Inspector	0	0	1	1	1	1	1	1	1	0	0
Housing Rehabilitation Specialist	1	1	0	0	0	0	0	0	0	0	0
Senior Redev Project Manager	1	1	1	1	1	1	0	0	0	0	0
Senior Secretary	1	1	1	1	1	1	1	1	1	1	1
Secretary - Planning	1	1	1	1	1	1	1	0	0	1	1
Total Community Development	12	13	12	13	13	13	12	10	10	9	9

* Includes only funded positions

City of Bell Gardens

SUMMARY OF FULL TIME PERSONNEL BY DEPARTMENT FISCAL YEARS 2005-06 TO 2015-16

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	FY* 15-16
Finance & Admin Services											
Director of Finance & Admin. Services	1	1	1	1	1	1	1	1	1	1	1
Accounting Manager	1	1	1	1	1	1	0	1	1	1	1
Accountant	1	1	1	1	1	1	1	1	1	1	1
Account Technician	2	2	2	2	2	2	2	2	2	2	2
Account Clerk I	2	2	2	2	2	2	2	2	2	2	2
Clerk Typist	1	1	1	0	0	0	0	0	0	0	0
Payroll Analyst	1	1	1	1	1	1	1	1	1	1	1
Personnel Analyst	1	1	1	1	1	1	0	0	0	0	0
Human Resources Technician	0	0	0	0	0	0	0	1	1	1	1
Human Resources Manager	0	0	0	0	1	1	1	1	1	1	1
Total Finance & Admin Services	10	10	10	9	10	10	8	10	10	10	10
Police											
Police Chief	1	1	1	1	1	1	1	1	1	1	1
Police Captain	2	2	2	1	1	1	1	1	1	0	0
Lieutenant	3	3	3	4	4	4	4	4	4	5	5
Detective—Sergeant	2	2	3	3	3	3	3	3	2	2	2
Patrol Sergeant	6	6	5	5	5	5	5	5	6	6	6
Detective	11	11	12	13	14	13	12	9	11	11	10
Senior Officer	4	0	0	0	0	1	0	1	1	1	6
K-9 Officer	0	0	1	1	1	1	1	1	1	1	1
Motor Officer	0	2	2	2	2	1	2	2	1	1	1
Officer	27	26	26	26	26	23	22	24	23	24	19
Community Service Officer	4	4	4	4	4	4	4	6	6	5	6
Neighborhood Watch Coordinator	1	1	1	1	1	1	1	1	1	1	1
Police Communications Supervisor	0	0	0	0	0	0	0	0	0	1	0
Lead Dispatcher	1	1	1	1	1	1	1	1	1	1	1
Clerk/Dispatch	7	7	7	6	6	6	6	6	6	5	6
Records Supervisor	1	1	1	1	1	1	1	1	1	1	1
Records Clerk	4	4	4	4	4	4	4	4	4	4	4
Clerk—Gaming	1	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	1
Secretary—Administration	1	1	1	1	1	1	1	0	0	0	1
Park Rangers	0	0	2	2	2	2	2	0	0	0	0
Information Systems Specialist	1	1	1	1	1	0	0	0	0	0	0
School Resources Officer	1	1	0	0	0	0	0	0	0	0	0
Detective—Gaming Division	1	1	1	0	0	0	0	0	0	0	0
Training Officer	0	1	1	0	0	0	0	0	0	0	0
Total Police Department	80	78	81	79	80	75	73	72	72	72	73

* Includes only funded positions

City of Bell Gardens

SUMMARY OF FULL TIME PERSONNEL BY DEPARTMENT FISCAL YEARS 2005-06 TO 2015-16

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	FY* 15-16
<u>Public Works</u>											
Public Works Director	1	1	1	1	1	1	1	1	1	1	1
Senior Secretary	1	1	1	1	1	0	0	0	0	0	0
Secretary to Public Works	0	0	0	0	0	1	0	0	0	0	0
Clerk Typist	1	1	1	1	1	1	1	1	1	1	1
Public Works Supervisor II	0	0	3	3	3	3	3	3	3	3	3
Public Works Supervisor	3	3	0	0	0	0	0	0	0	0	0
Maintenance Worker I	12	13	13	13	13	12	12	12	12	12	12
Senior Maintenance Worker	4	6	3	3	3	3	3	2	2	2	2
Lead Worker	4	4	5	5	5	5	5	5	5	5	5
Transportation Dispatcher	2	2	2	2	1	1	1	1	1	1	1
Senior Transportation Dispatcher	1	1	1	1	1	1	1	1	1	1	1
Administrative Specialist	0	0	0	0	1	1	1	1	1	1	1
Public Works Manager	0	0	0	0	1	1	1	0	0	0	0
Total Public Works	29	32	30	30	31	30	29	27	27	27	27
<u>Recreation & Community Services</u>											
Rec & Community Services Director	1	1	1	1	1	1	1	1	1	1	1
Recreation Manager	0	1	1	1	1	0	0	0	0	0	0
Recreation Coordinator	4	4	5	6	6	6	6	6	6	6	6
Recreation Supervisor	2	2	2	3	3	2	2	2	2	2	2
Administrative Specialist	0	0	0	0	0	1	1	1	1	1	1
Senior Secretary	1	1	1	0	0	0	0	0	0	0	0
Secretary	1	1	0	1	1	1	1	1	1	1	1
Clerk Typist	0	1	1	1	1	1	0	0	0	0	0
Total Rec & Community Services	9	11	11	13	13	12	11	11	11	11	11
TOTAL CITY	146	151	151	150	154	147	140	137	137	136	138

* 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 (SLESEF)—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 2015-16 estimated City appropriations limit is \$65,675,198. Appropriations subject to the limit are \$20,406,025. The City Council passed a resolution on June 08, 2015 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

- **Comprehensive General and Automobile Liability**
Period: July 1, 2014 to July1, 2015
Limit: \$50 million combined single limit per occurrence

- **Workers' Compensation**
Period: July 1, 2014 to July1, 2015
Limit: Statutory benefits, and \$10 million employer's liability

- **Pollution Legal Liability Insurance**
Period: July 1, 2014 to July1, 2017, three-year policy
Limit: \$10 million per member, \$50,000 per occurrence
self-insured retention

- **All Risk Property Insurance**
Period: July 1, 2014 to July1, 2015
Limits:50 million per occurrence
Deductibles: a) \$5,000 for Building and Contents,
b) 5% for optional Earthquake and Flood
10 million per member
c) \$5,000 for optional Mechanical Breakdown

- **Crime Insurance**
Period: July 1, 2014 to July1, 2015
Deductible: \$2,500 Fidelity, Forgery, Theft, and Computer Fraud

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 2015-16

Fund No.	Fund Name	Projected Fund Balance July 1, 2015	FY 2015-16 Estimated Revenues	FY 2015-16		FY 2015-16 CIP Projects	Total Budgeted Expenditures	Estimated Fund Balance June 30, 2016
				Budgeted Expenditures (excluding CIPs)	Budgeted			
110	General Fund	25,457,652	27,974,516	27,730,820		33,000	27,763,820	25,668,348
111	Contingency Reserves	2,303,647	200,000	-		-	-	2,503,647
112	General Debt Service	3,679,028	-	-		-	-	3,679,028
115	Capital Projects - Grants Fund	(39,326)	957,657	-		2,670,772	2,670,772	(1,752,441)
116	Non-Capital - Grants Fund	(1,689)	-	-		-	-	(1,689)
120	Recreation Fund	-	-	-		-	-	-
150	CLEEP Grant	-	-	-		-	-	-
151	Public Safety Augmentation	167,110	284,650	283,250		-	283,250	168,510
152	SLESF Grant	69,489	100,150	169,640		-	169,640	(1)
153	COPS 2010	75,124	200	-		-	-	75,324
154	ABC Grant	(8,153)	-	-		-	-	(8,153)
155	2008 State Homeland Sec Fund	-	50,000	50,000		-	50,000	-
169	COPS Tech 2008	-	-	-		-	-	-
171	JAG Grants Fund	(13,143)	15,000	15,000		-	15,000	(13,143)
180	Vehicle Replacement - Police	40,430	120	-		-	-	40,550
181	Vehicle Replacement - Comm Dev	-	-	-		-	-	-
182	Vehicle Replacement - Public Wor	2,017	6	-		-	-	2,023
210	State Gas Tax	335,448	998,412	1,377,619		-	1,377,619	(43,759)
235	Evidence Collection	65	-	-		-	-	65
240	Residential Waste Management	(719,147)	2,338,000	2,267,375		-	2,267,375	(648,522)
250	Waste Hauler Mgmt Franchise	402,828	151,500	318,734		-	318,734	235,594
260	CDBG	(125,827)	585,821	585,821		-	585,821	(125,827)
263	CDBG Recovery Fund	-	-	-		-	-	-
280	Proposition A Sales Tax	39,485	834,766	840,036		30,000	870,036	4,215
281	Proposition C Sales Tax	358,680	770,481	683,577		141,000	824,577	304,584
282	Air Quality Improvement	163,713	53,500	103,000		-	103,000	114,213
283	Used Oil Recycling Grant	743	13,050	13,764		-	13,764	29
284	Beverage Container	133,323	11,950	6,500		-	6,500	138,773
285	Measure R Sales Tax	656,811	479,837	210,923		327,000	537,923	598,725
300	Academic Pursuit	613,319	15	618,750		-	618,750	(5,416)
340	TDA Article 3	2,889	27,206	-		49,000	49,000	(18,905)
361	Ford Park Sports Complex	115,899	312,400	312,400		-	312,400	115,899
510	Water Fund	3,675,251	1,274,919	1,797,033		-	1,797,033	3,153,137
520	Golf Course	5,919	253,217	253,217		-	253,217	5,919
819	Other Post Retirement Benefits	150,652	597,306	597,306		-	597,306	150,652
830	Asset Seizure	288,681	151,200	251,495		123,505	375,000	64,881
935	Low & Mod Income Housing Asset	693,621	-	-		-	-	693,621
Total City		38,524,539	38,435,879	38,486,260	3,374,277	41,860,537	35,099,881	
900	CDC Capital Projects	119,040	-	245,000		-	245,000	(125,960)
901	Project Area #1	(1,281,986)	-	733,348		-	733,348	(2,015,334)
903	CDC Special Fund-Area #1	3,817,974	978,348	978,348		-	978,348	3,817,974
930	CDC Central City Capital Proj	(27,506,980)	-	185,000		-	185,000	(27,691,980)
931	Central City Project Area	(5,533,307)	-	1,574,370		-	1,574,370	(7,107,677)
932	Low & Mod Income Housing	(10)	-	-		-	-	(10)
933	CDC Special Fund-Area #1	4,647,708	1,759,370	1,759,370		-	1,759,370	4,647,708
934	CDC Debt Service Marketplace	(16,224,514)	-	-		-	-	(16,224,514)
Total Successor Agency		(41,962,075)	2,737,718	5,475,436	-	5,475,436	(44,699,793)	
Total City and Successor Agency		(3,437,536)	41,173,597	43,961,696	3,374,277	47,335,973	(9,599,912)	

City of Bell Gardens
Expenditures Summary by Fund
(Including CIP's)
FY 2015-16

Fund No.	Fund Name	FY 2013-14 Actual Expenditures	FY 2014-15 Adopted Budget	FY 2014-15 Estimated Expenditures	FY 2015-16 Adopted Budget
110	General Fund	23,478,725	25,345,605	25,137,941	27,763,820
115	General Fund Capital Projects	242,353	201,643	214,447	2,670,772
120	Recreation Fund	-	-	-	-
151	Public Safety Augmentation	236,219	283,250	260,094	283,250
152	SLESF	100,174	100,000	100,000	169,640
153	COPS 2010 Grant	-	-	-	-
154	ABC Grant	17,492	10,000	13,142	-
155	2008 State Homeland Security Grant	14,734	-	-	50,000
171	JAG Grants	67,807	15,000	15,000	15,000
180	Vehicle Replacement Fund-Police	-	-	-	-
210	Gas Tax	1,186,986	1,260,230	1,128,840	1,377,619
240	Residential Waste Management	2,037,669	1,975,050	1,989,807	2,267,375
250	Industrial Waste Management	409,083	275,398	322,948	318,734
260	CDBG	651,178	606,098	546,397	585,821
280	Proposition A Sales Tax	831,758	889,214	876,172	870,036
281	Proposition C Sales Tax	705,271	780,483	633,501	824,577
282	Air Quality Improvement	18,126	19,000	18,064	103,000
283	Used Oil Recycling Grant	12,030	13,794	12,719	13,764
284	Beverage Container Recycling	-	2,500	-	6,500
285	Measure R Sales Tax	422,108	610,897	264,870	537,923
300	Academic Pursuit	-	565,000	565,000	618,750
340	TDA	59,563	28,583	28,600	49,000
361	Anson Ford Park	368,043	328,092	293,554	312,400
510	Water	1,700,559	1,688,438	1,719,503	1,797,033
520	Golf Course	219,729	239,939	244,025	253,217
819	Retiree Benefits	547,507	569,171	605,687	597,306
830	Asset Seizure & Forfeiture	183,162	490,000	242,768	375,000
900	RDA Capital Projects Area 1	155,838	148,741	150,151	245,000
901	RDA Tax Increment Area1	262,480	824,521	172,229	733,348
903	Successor to RDA Special Fund-Area 1	-	973,265	-	978,348
930	RDA Capital Projects Central Area	155,686	148,744	156,627	185,000
931	RDA Tax Increment Central Area	1,066,019	995,937	701,692	1,574,370
932	RDA Low-Mod Housing	-	-	-	-
933	Transfer Out	-	1,144,681	858,319	1,759,370
934	Debt Service-BG Marketplace Note	2,340,052	-	-	-
		37,490,351	40,564,149	37,272,097	47,335,973

City of Bell Gardens

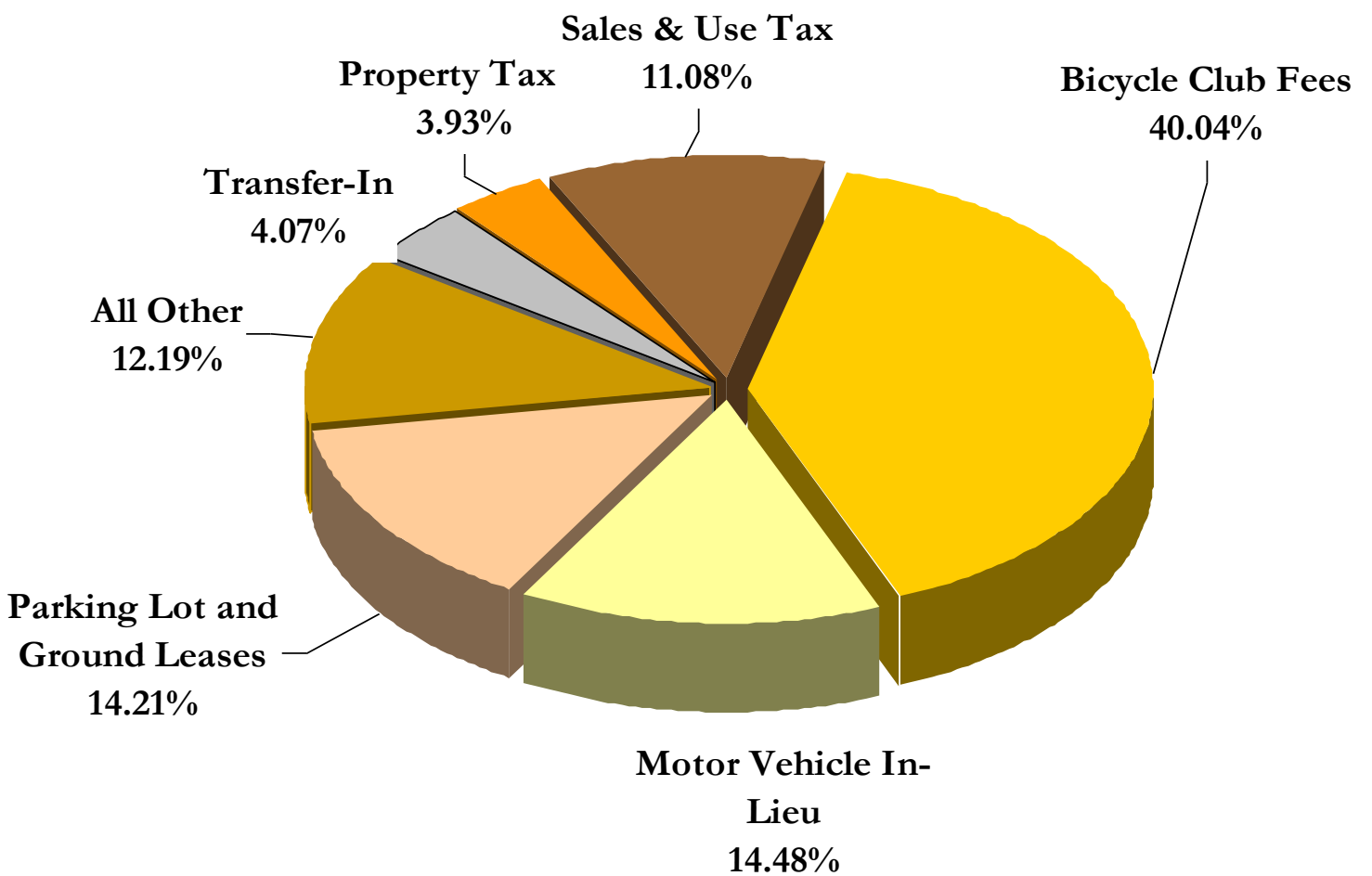
Revenue Summary by Fund

All Funds

Fund No.	Fund Name	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
110	General Fund	24,429,919	25,638,217	25,770,713	27,974,516
111	General Fund Contingency	202,101	200,000	200,000	200,000
115	General Fund Capital Projects	348,348	397,643	397,643	957,657
151	Public Safety Augmentation	243,947	294,690	296,290	284,650
152	SLESF Grant	100,174	100,300	106,380	100,150
153	COPS 2010	83	-	200	215
154	ABC Grant	10,646	10,000	10,000	-
155	Homeland Security Grant Fund	-	-	-	50,000
171	JAG Grants	67,840	15,010	15,000	15,000
180	Vehicle Replacement - Police	58	150	80	120
182	Vehicle Replacement - Public Works	3	4	4	6
210	State Gas Tax	1,460,158	1,095,547	1,339,305	998,412
240	Residential Waste Management	1,752,856	1,745,000	1,923,588	2,338,000
250	Waste Hauler Mgmt Franchise	259,218	161,200	141,200	151,500
260	CDBG	651,179	606,098	606,098	585,821
263	CDBG Recovery Fund	-	-	-	-
280	Proposition A Sales Tax	788,253	807,244	807,144	834,766
281	Proposition C Sales Tax	736,420	750,281	746,181	770,481
282	Air Quality Improvement	52,308	51,175	52,300	53,500
283	Used Oil Recycling Grant	12,176	22,040	13,050	13,050
284	Beverage Container	12,316	12,200	11,700	11,950
285	Measure R Sales Tax	446,169	462,691	462,791	479,837
300	Academic Pursuit	94,118	50,750	53,750	15
340	TDA	44,674	28,055	28,023	27,206
361	Anson Ford Park	366,801	328,092	281,884	312,400
510	Water Fund	1,543,003	1,290,119	1,327,619	1,274,919
520	Golf Course	224,859	236,939	215,197	253,217
819	Post Retirement Benefits	604,768	569,000	571,000	597,306
830	Asset Seizure	192,112	121,200	221,200	151,200
935	Low & Mod Income Housing Asset Fund	152,546	35,255	-	-
		<u>34,797,053</u>	<u>35,028,900</u>	<u>35,598,340</u>	<u>38,435,894</u>

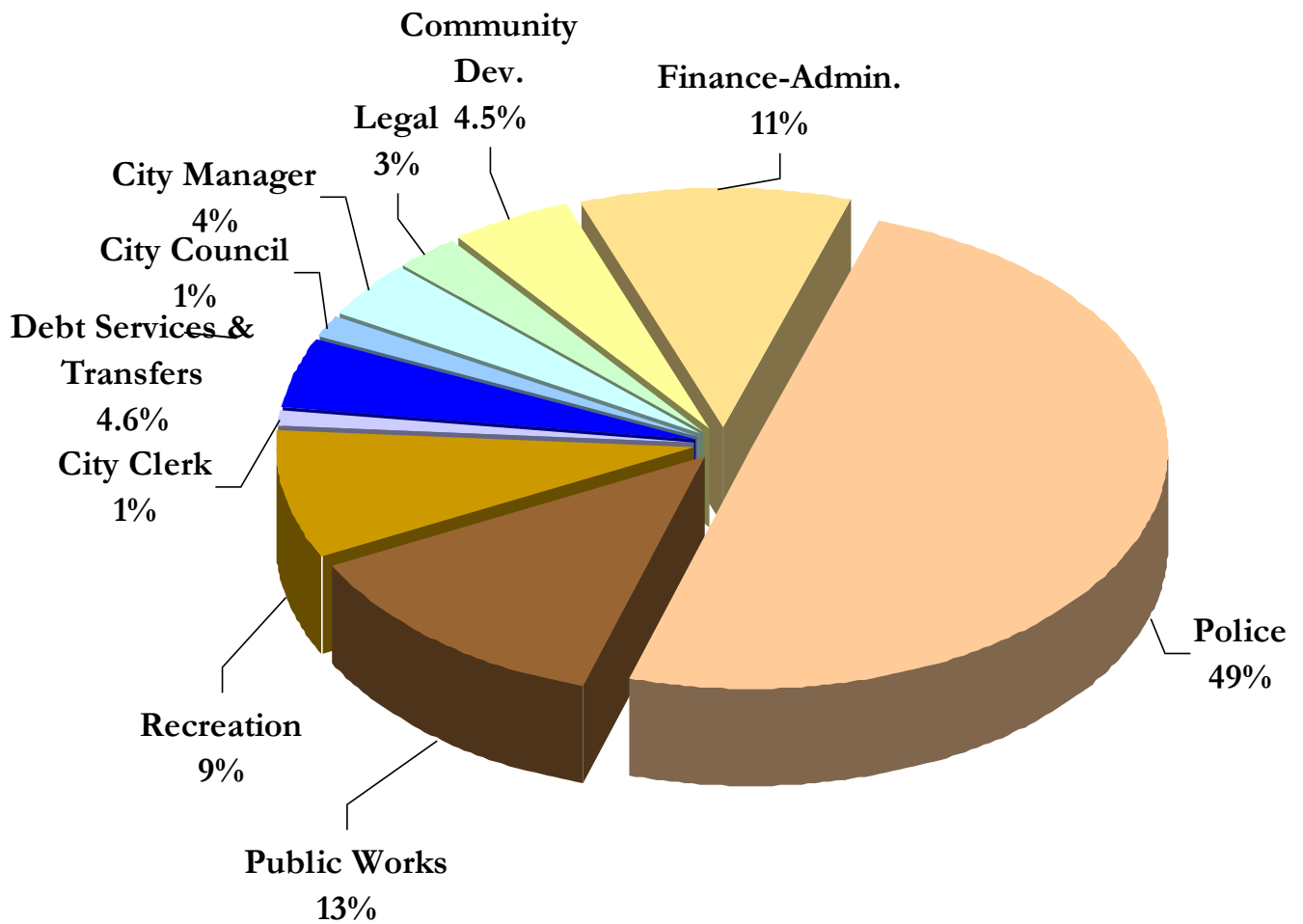
City of Bell Gardens

FY 2015-16 General Fund Revenue



City of Bell Gardens

FY 2015-16 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 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.

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 allocated to the City from the State of California for specific police expenditures.

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

Capital project funds account for the financial resources used for the acquisition or construction of major capital facilities. The City has two capital project funds:

Capital Improvement Projects— This fund is used to account for the financial resources received from grants that are used for the acquisition or construction of major capital facilities

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 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.

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

City of Bell Gardens

Revenue Summary *Fiscal Year 2015-16*

Object No.	Account Description	2013-14 Actual	2014-15 Adopted	2014-15 Projected	2015-16 Adopted
General Fund (110)					
3100-					
3120	Property Taxes	1,041,839	1,036,000	1,036,000	1,100,000
3127	Post ABx126 Pass Through	8,647	-	22,000	125,000
3130	Prior Year Taxes	975	-	1,000	1,025
3210	Sales & Use Tax	2,635,981	2,850,000	2,900,000	3,100,000
3220	Transient Occupancy Tax	314,060	300,000	350,000	460,000
3240	Real Property Transfer Tax	26,768	30,000	30,000	30,000
3250	Business License Fees	281,051	310,000	300,000	310,000
3252	Bicycle Club Fees	9,836,243	10,050,000	10,350,000	11,200,000
3302	Bulletproof Vest Partnership (USDOJ)	7,217	6,000	6,000	6,000
3303	Prop A Bond Maint Grant (LACO)	72,581	11,500	-	-
3309	PD Grants (Non-Federal)	-	-	39,730	-
3310	Motor Vehicle In-Lieu	3,787,841	3,900,000	3,867,000	4,050,000
3370	Homeowners Exemption	5,744	7,700	6,000	7,700
3410	Building Permits	388,710	160,000	155,000	155,000
3411	PW Encroachment Permit Fees	35,254	36,750	36,750	36,750
3420	Animal Licenses	67,314	70,000	80,000	80,000
3440	Other Licenses & Permits	900	1,000	1,000	750
3441	Industrial Waste Permits	34,504	27,500	27,500	30,000
3510	Parking Violations (DMV)	54,995	65,000	70,000	65,000
3520	Parking and other Violations	187,355	105,750	83,000	90,000
3521	Court Paid Citations	-	119,250	96,000	90,000
3525	Administrative Fines	305	1,000	1,500	1,000
3610	Interest Income	35,914	22,000	35,000	40,000
3613	Interest- Cash with Fiscal Agent	1,277	10,000	10,000	5,000
3620	Utility Franchises	289,514	300,000	310,502	320,000
3625	Waste Hauler Franchise Fees	172,257	176,000	200,000	232,000
3630	Cable TV Franchises	66,969	75,000	70,000	75,000
3635	Towing Services Franchise	53,806	67,000	77,500	70,000
3640	Rent & Concessions	96,163	90,000	92,400	93,000
3641	Parking Lot Rental	2,022,948	2,206,848	2,207,000	2,207,000
3642	Hotel and Marketplace Ground Leases	1,537,356	1,515,310	1,520,000	1,515,000
3643	Lease Revenue- TL	242,560	250,205	251,736	252,000
3652	Gain or Loss on Investment	(491)	-	-	-
3647	APLP Repayments	-	-	50,000	50,000
3710	Recreation Fees (Kreative Kids)	12,550	12,500	8,500	10,000
3715	Bus Pass Sales	8,560	9,350	10,549	10,000
3718	Trips	8,465	7,800	4,500	6,000
3720	Planning & Zoning Fees	32,534	31,500	42,000	45,000

City of Bell Gardens

Revenue Summary Fiscal Year 2015-16

Object No.	Account Description	2013-14 Actual	2014-15 Adopted	2014-15 Projected	2015-16 Adopted
3721	Leagues	19,770	20,000	20,727	30,000
3722	Special Programs	41,164	45,000	27,139	30,000
3730	Police Service Fees	28,040	31,000	29,590	31,000
3731	False Alarm Fees	4,800	6,000	5,500	6,000
3732	Card Club Application Fees	48,928	46,000	54,000	74,000
3740	Trash Removal	8,487	10,000	9,187	10,000
3760	Library Maintenance	22,550	20,815	20,815	20,815
3770	City Clerk Fees	16,820	12,000	18,000	40,000
3771	Classes	37,390	39,000	36,000	39,000
3775	Pool Fees	38,025	38,000	44,096	40,000
3810	Other Revenue	34,768	270,000	270,000	50,000
3820	Refunds & Reimbursements	34,480	40,000	44,000	30,000
3821	Post Reimbursements	41,191	30,000	10,000	15,000
3822	SB 90 Reimbursement	14,102	12,500	53,553	75,000
3823	Bus Shelter	12,480	12,480	12,480	12,480
3824	Overtime Reimbursement	49,204	90,000	190,000	198,000
3830	P.D. Impound	134,760	165,000	253,000	265,000
3900	Operating Transfers In	474,295	889,459	324,459	1,139,996
	Total General Fund	24,429,919	25,638,217	25,770,713	27,974,516
	General Fund Contingency (111)				
3900	Operating Transfers In	202,101	200,000	200,000	200,000
	Total General Fund Contingency	202,101	200,000	200,000	200,000
	Grant Fund Capital Projects (115)				
3374	Reimbursable Grants- Federal	8,965	201,643	201,643	957,657
3376	Reimbursable Grants- Non Federal	185,165	-	-	-
3380	STPL	65,658	196,000	196,000	-
3402	DOT-Safe and Healthy Kids	58,561	-	-	-
3816	Restricted Donations	30,000	-	-	-
	Total General Fund Capital Projects Fund	348,348	397,643	397,643	957,657
	Recreation Fund (120)				
3610	Interest Income	-	-	-	-
	Total Recreation Fund	-	-	-	-

City of Bell Gardens

Revenue Summary Fiscal Year 2015-16

Object No.	Account Description	2013-14 Actual	2014-15 Adopted	2014-15 Projected	2015-16 Adopted
Public Safety Augmentation Fund (151)					
3610	Interest Income	34	-	100	110
3802	Inmate Revenue	989	-	1,500	1,500
3850	PSAF (State) .5% Sales Tax	105,751	108,000	108,000	113,400
3853	Grant -Non Federal	-	11,440	11,440	-
3900	Operating Transfers In	137,174	175,250	175,250	169,640
	Total Public Safety Augmentation Fund	243,947	294,690	296,290	284,650
State COPS-SLESF Fund (152)					
3610	Interest Income	174	300	150	150
3850	Grant Revenue	100,000	100,000	106,230	100,000
	Total State COPS-SLESF Fund	100,174	100,300	106,380	100,150
COPS Grant - 2010 Fund (153)					
3610	Interest Income	83	-	200	215
	Total COPS-2010 Fund	83	-	200	215
ABC Grant Fund (154)					
3610	Interest Income	13	-	-	-
3850	Grant Revenue	10,633	10,000	10,000	-
	Total ABC Grant Fund	10,646	10,000	10,000	-
Homeland Security Grant Fund (155)					
3850	Grant Revenue	-	-	-	50,000
	Total ABC Grant Fund	-	-	-	50,000
JAG Grant Fund (171)					
3302	JAG Grant	67,807	15,000	15,000	15,000
3610	Interest Income	33	10	-	-
	Total 2009 JAG Grant Fund	67,840	15,010	15,000	15,000
Vehicle Replacement Fund - Police (180)					
3610	Interest Income	58	150	80	120
	Total Vehicle Replacement Fund - Police	58	150	80	120
Vehicle Replacement Fund - Public Works (182)					
3610	Interest Income	3	4	4	6
	Total Vehicle Replacement Fund - Public Works	3	4	4	6

City of Bell Gardens

Revenue Summary Fiscal Year 2015-16

Object No.	Account Description	2013-14 Actual	2014-15 Adopted	2014-15 Projected	2015-16 Adopted
Gas Tax Fund (210)					
3305	Sec 2105 Apportionment	316,779	209,253	287,027	268,533
3306	Special Improvements (2106)	149,591	167,647	167,122	143,245
3307	State Gas Tax (2107)	338,870	257,115	391,864	367,135
3308	Highway Users (2107.5)	6,000	6,000	6,000	6,000
3342	State Gas Tax (2103)	648,903	455,332	486,992	212,899
3610	Interest Income	16	200	300	600
	Total Gas Tax Fund	1,460,158	1,095,547	1,339,305	998,412
Evidence Collection Fund (235)					
3610	Interest Income	14	-	-	-
	Total Evidence Collection Fund	14	-	-	-
Residential Waste Fund (240)					
3390	Waste Hauler Tonnage Fees	1,752,856	1,635,000	1,844,588	2,140,000
3625	Waste Hauler Franchise Fees	-	110,000	79,000	198,000
	Total Residential Waste Fund	1,752,856	1,745,000	1,923,588	2,338,000
Waste Management Fund (250)					
3610	Interest Income	833	1,200	1,200	1,500
3625	Waste Hauler Franchise Fees	258,384	160,000	140,000	150,000
	Total Waste Management Fund	259,218	161,200	141,200	151,500
CDBG Fund (260)					
3381	CDBG	88,229	37,110	37,110	11,330
3382	Sec 108 Loan Proceeds	562,950	568,988	568,988	574,491
	Total CDBG Fund	651,179	606,098	606,098	585,821
Prop "A" Sales Tax Fund (280)					
3211	Prop A - Sales Tax	720,232	743,099	743,099	770,466
3315	National Transit Database Reporting	67,671	63,645	63,645	64,000
3610	Interest Income	350	500	400	300
	Total Prop "A" Sales Tax Fund	788,253	807,244	807,144	834,766
Prop "C" Sales Tax Fund (281)					
3211	Prop C - Sales Tax	600,657	616,381	616,381	639,081
3610	Interest Income	179	400	350	400
3713	DART Fares	28,452	30,500	23,450	25,000
3714	Trolley Fares	59,133	55,000	58,000	58,000
3810	PCA Reimbursements	48,000	48,000	48,000	48,000
	Total Prop "C" Sales Tax Fund	736,420	750,281	746,181	770,481

City of Bell Gardens

Revenue Summary Fiscal Year 2015-16

Object No.	Account Description	2013-14 Actual	2014-15 Adopted	2014-15 Projected	2015-16 Adopted
Air Quality Improvement Fund (282)					
3312	AB 2766 Fees	52,193	51,000	52,000	53,000
3610	Interest Income	115	175	300	500
	Total Air Quality Improvement Fund	52,308	51,175	52,300	53,500
Used Oil Recycling Grant Fund (283)					
3610	Interest Income	25	40	50	50
3820	Used Oil Grant	12,151	22,000	13,000	13,000
	Total Used Oil Recycling Grant Fund	12,176	22,040	13,050	13,050
Beverage Container Grant Fund (284)					
3610	Interest Income	159	200	200	200
3820	Beverage Container Grant	12,158	12,000	11,500	11,750
	Total Beverage Container Grant Fund	12,316	12,200	11,700	11,950
Measure R Sales Tax Fund (285)					
3211	Measure R Sales Tax	445,845	462,291	462,291	479,317
3610	Interest Income	324	400	500	520
	Total Measure R Sales Tax Fund	446,169	462,691	462,791	479,837
Academic Pursuit Fund (300)					
3610	Interest Income	664	750	750	15
3819	Loan Repayment	93,454	50,000	53,000	-
	Total Academic Pursuit Fund	94,118	50,750	53,750	15
TDA Article 3 Fund (340)					
3393	SB 821-Pedestrian	44,637	28,015	28,015	27,196
3610	Interest Income	37	40	8	10
	Total TDA Article 3 Fund	44,674	28,055	28,023	27,206
Ford Park Capital Improvement Fund (361)					
3400	Program Income	13,664	14,892	3,684	7,200
3610	Interest Income	297	200	200	200
3640	Rent & Concessions	249,050	210,000	175,000	200,000
3721	Leagues	103,790	103,000	103,000	105,000
	Total Ford Park Capital Impr. Fund	366,801	328,092	281,884	312,400

City of Bell Gardens

Revenue Summary Fiscal Year 2015-16

Object No.	Account Description	2013-14 Actual	2014-15 Adopted	2014-15 Projected	2015-16 Adopted
Water Fund (510)					
3613	Interest Cash w Fiscal Agent	(67)	1,400	1,400	1,400
3645	Lease of Water Rights	105,000	108,500	146,000	60,000
3780	Water Sales	1,424,551	1,166,700	1,166,700	1,200,000
3810	Other Revenue	13,519	13,519	13,519	13,519
	Total Water Fund	<u>1,543,003</u>	<u>1,290,119</u>	<u>1,327,619</u>	<u>1,274,919</u>
Golf Course Fund (520)					
3640	Rent & Concessions	13,664	14,892	6,000	13,200
3717	Golf	134,884	138,000	122,000	135,000
3721	Leagues	4,265	6,200	9,800	9,000
3810	Other Revenue	5,569	5,100	4,650	5,000
3900	General Fund Subsidy	66,477	72,747	72,747	91,017
	Total Golf Course Fund	<u>224,859</u>	<u>236,939</u>	<u>215,197</u>	<u>253,217</u>
Retiree Benefits (819)					
3820	Refunds & Reimbursements	52,348	53,000	55,000	58,000
3900	General Fund Subsidy	552,420	516,000	516,000	539,306
	Total Retiree Benefits Fund	<u>604,768</u>	<u>569,000</u>	<u>571,000</u>	<u>597,306</u>
Asset Seizure & Forfeiture Fund (830)					
3610	Interest Income	834	1,200	1,200	1,200
3811	Asset Forfeitures	191,278	120,000	220,000	150,000
	Total Asset Seizure & Forfeiture Fund	<u>192,112</u>	<u>121,200</u>	<u>221,200</u>	<u>151,200</u>
CDC Cap. Proj. Area #1 Fund (900)					
3610	Interest Income	26,645	-	-	-
3900	Operating Transfer In	-	148,744	-	-
	Total CDC Capital Proj. Area 1 Fund	<u>26,645</u>	<u>148,744</u>	<u>-</u>	<u>-</u>
CDC Debt Svc-Area #1 Fund (901)					
3613	Interest Cash w Fiscal Agent	1,916	1,000	-	-
3800	Miscellaneous	6	-	-	-
3900	Operating Transfer In	-	824,521	-	-
	Total CDC Debt Svc-Area1 Fund	<u>1,922</u>	<u>825,521</u>	<u>-</u>	<u>-</u>
CDC Special Fund-Area #1 Fund (903)					
3122	Abx 1-26 payments- RPTTF	1,569,441	973,265	-	978,348
3610	Interest Income	8	-	-	-
	Total CDC Special Fund-Area 1 Fund	<u>1,569,449</u>	<u>973,265</u>	<u>-</u>	<u>978,348</u>

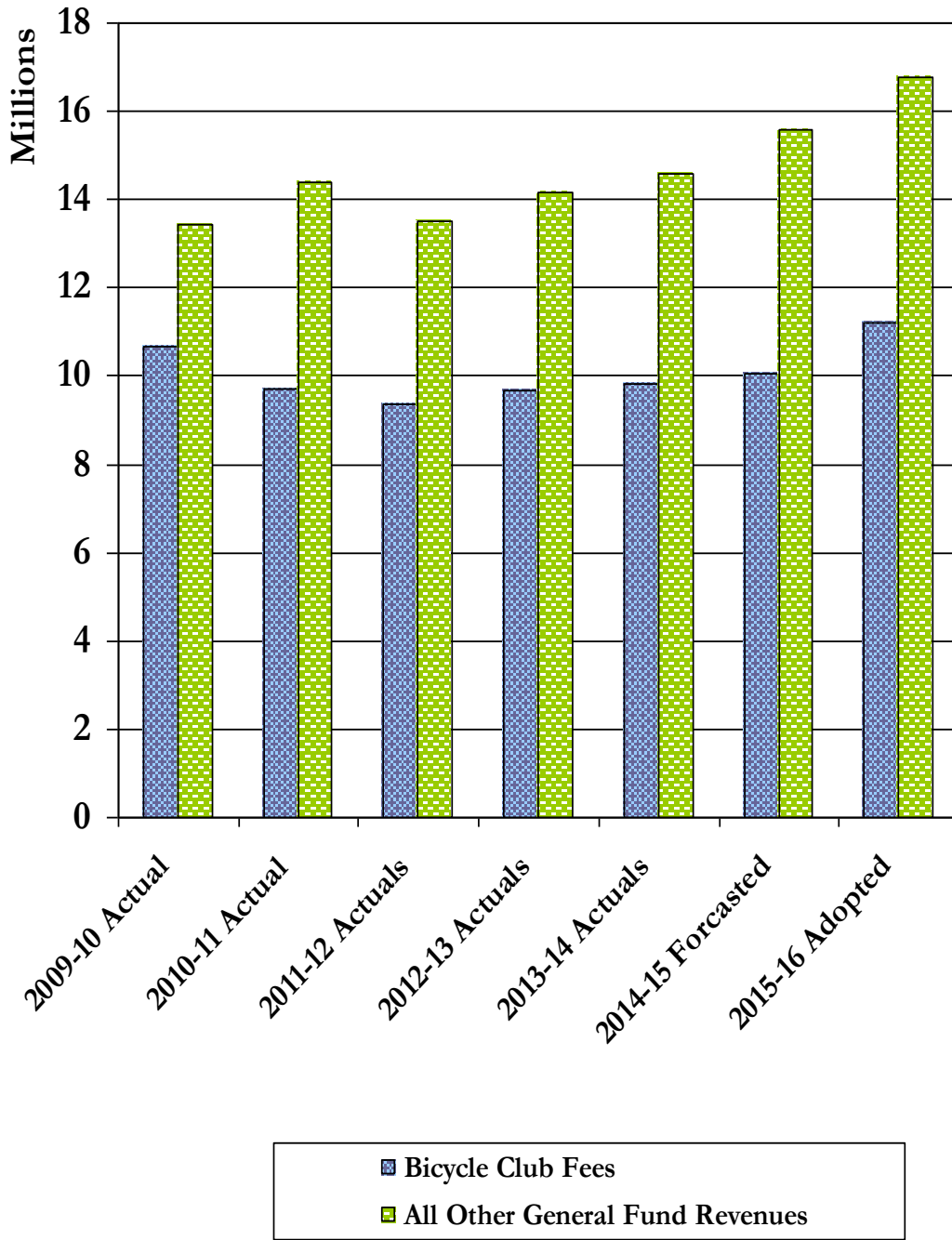
City of Bell Gardens

Revenue Summary Fiscal Year 2015-16

Object No.	Account Description	2013-14 Actual	2014-15 Adopted	2014-15 Projected	2015-16 Adopted
CDC Cap. Proj. Central City Fund (930)					
3610	Interest Income	180,000	-	-	-
3900	Operating Transfer In	-	148,744	-	-
	Total CDC Cap. Proj. Central City Fund	180,000	148,744	-	-
CDC Debt Svc-Central City Fund (931)					
3613	Interest Cash w Fiscal Agent	4,116	-	-	-
3800	Miscellaneous	8	-	-	-
3900	Operating Transfers In	-	995,937	-	-
	Total CDC Debt Svc-Central City Fund	4,116	995,937	-	-
Successor to RDA Special Fund(933)					
3122	ABx1-26 Payments-RPTTF	1,878,104	1,144,681	1,144,681	1,759,370
	Total Successor to RDA Special Fund	1,878,104	1,144,681	1,144,681	1,759,370
CDC Debt Svc-BG Marketplace Fund (935)					
3610	Interest Income	4,152	-	-	-
3800	Miscellaneous	75,985	-	-	-
3801	Residual Receipts	10,255	10,255	-	-
3819	Loan Repayments	57,450	25,000	-	-
3825	Loan Repayments-Interest only Portion	4,704	-	-	-
3900	Operating Transfer In	-	-	-	-
	Total Debt Svc-BG Marketplace Fund	152,546	35,255	-	-
	Total All Funds	38,457,311	39,265,792	36,743,021	41,173,612

City of Bell Gardens

Bicycle Casino Revenue vs. All Other General Fund Revenue



City of Bell Gardens



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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 2015-16**

CITY COUNCIL

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 274,227	\$ 261,719	\$ 246,717	\$ 286,515
Maintenance & Supply	7,411	10,000	8,141	10,000
Contractual Services	43,145	75,600	33,587	75,600
Capital Outlay	4,255	3,500	14,587	3,500
Total	<u>\$ 329,038</u>	<u>\$ 350,819</u>	<u>\$ 303,032</u>	<u>\$ 375,615</u>
<u>Funding Source</u>				
General Fund	<u>\$ 329,038</u>	<u>\$ 350,819</u>	<u>\$ 303,032</u>	<u>\$ 375,615</u>

City of Bell Gardens

**City Council
110-4110**

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actuals	Adopted	Estimated	Adopted
Personnel Services					
4110-0100	Salaries	92,788	83,960	84,369	112,643
4110-0120	Vacation/Sick Leave Buyout	1,206	-	-	-
4110-0150	Auto/Cell Allowance	51,136	54,000	53,485	54,000
4110-0200	Overtime	-	-	935	1,000
4110-0220	Part Time	-	-	-	-
4110-0300	Retirement	13,338	9,194	10,244	11,287
4110-0310	Social Security	-	-	-	-
4110-0320	Medicare	2,093	2,000	2,033	2,416
4110-0350	Unemployment	-	315	-	314
4110-0400	Health Insurance	110,032	108,220	92,356	100,963
4110-0420	Workers Compensation	3,634	4,030	3,295	3,891
Total	Personnel Services	274,227	261,719	246,717	286,515
Maintenance & Supply					
4110-1010	Office Supplies	1,506	5,000	2,972	5,000
4110-1200	Postage	5,905	5,000	5,169	5,000
Total	Maintenance & Supply	7,411	10,000	8,141	10,000
Contractual Services					
4110-2070	General Promotion	18,898	31,600	8,094	31,600
4110-2200	Membership Dues	1,680	1,500	520	1,500
4110-2210	Conference, Meetings, Travel	22,554	35,000	24,814	35,000
4110-2800	Contractual Services	13	7,500	159	7,500
Total	Contractual Services	43,145	75,600	33,587	75,600
Capital Outlay					
4110-3050	Capital Outlay	4,255	3,500	14,587	3,500
Total	Capital Outlay	4,255	3,500	14,587	3,500
Total	City Council	329,038	350,819	303,032	375,615

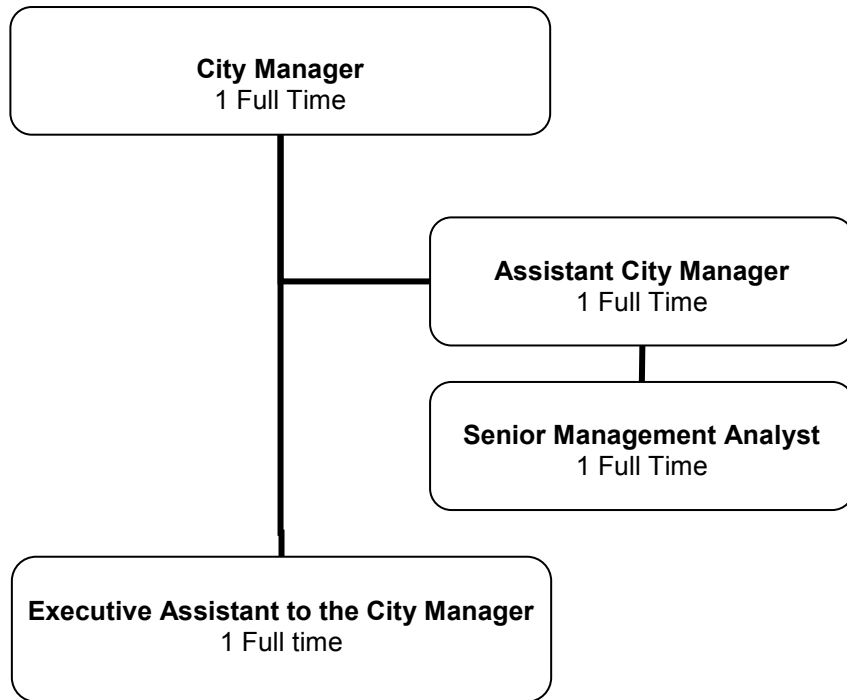
City of Bell Gardens



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City of Bell Gardens

City Manager Organization Chart



City of Bell Gardens

CITY MANAGER

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.
- Provide oversight of special projects and programs.
- 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 2015-16**

CITY MANAGER

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 730,764	\$ 752,406	\$ 758,911	\$ 853,168
Maintenance & Supply	1,403	4,500	3,850	4,500
Contractual Services	43,163	170,500	47,173	195,500
Capital Outlay	6,388	4,300	7,616	4,300
Total	<u>\$ 781,718</u>	<u>\$ 931,706</u>	<u>\$ 817,550</u>	<u>\$ 1,057,468</u>
<u>Funding Source</u>				
General Fund	<u>\$ 781,718</u>	<u>\$ 931,706</u>	<u>\$ 817,550</u>	<u>\$ 1,057,468</u>

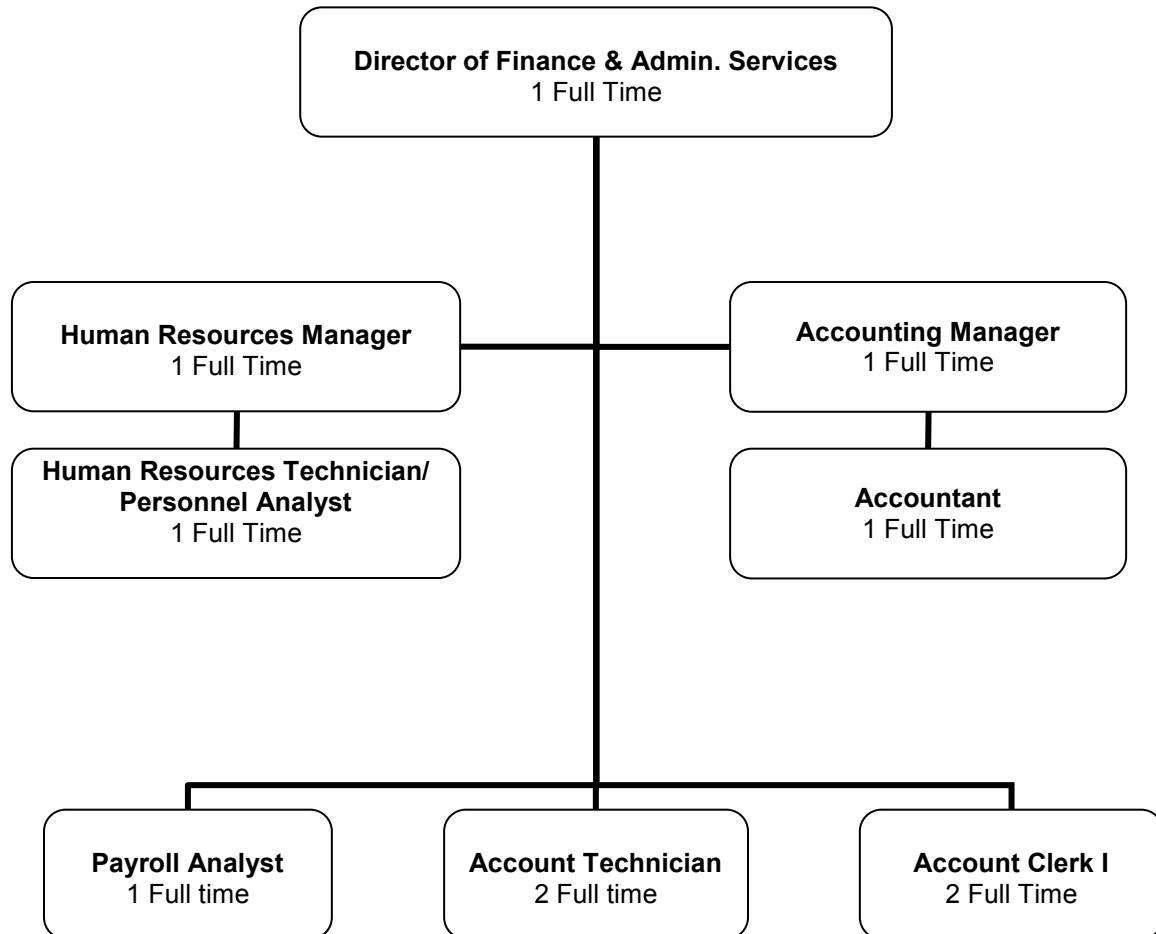
City of Bell Gardens

**City Manager
110-4111**

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actuals	Adopted	Estimated	Adopted
Personnel Services					
4111-0100	Salaries	490,641	497,086	510,073	563,172
4111-0120	Vacation/Sick Leave Buyout	5,633	9,314	5,723	6,542
4111-0150	Auto/Cell Allowance	25,346	25,272	24,373	27,000
4111-0200	Overtime	1,528	2,000	2,647	2,000
4111-0220	Part Time	87	-	2,701	-
4111-0300	Retirement	80,636	86,329	88,465	113,575
4111-0310	Social Security	-	-	-	-
4111-0320	Medicare	5,142	5,141	5,210	5,599
4111-0350	Unemployment	-	1,206	-	1,256
4111-0400	Health Insurance	101,838	102,198	99,167	114,569
4111-0420	Workers Comp.	19,913	23,860	20,552	19,456
Total	Personnel Services	730,764	752,406	758,911	853,168
Maintenance & Supply					
4111-1010	Office Supplies	1,324	2,500	3,850	2,500
4111-1050	Publications	-	1,000	-	1,000
4111-1200	Postage	79	1,000	-	1,000
Total	Maintenance & Supply	1,403	4,500	3,850	4,500
Contractual Services					
4111-2040	Telephone	837	1,000	836	1,000
4111-2070	General Promotion	4,502	51,500	8,705	51,500
4111-2200	Membership & Dues	31,828	50,000	31,332	75,000
4111-2210	Conf., Meetings, Travel	3,658	23,000	6,300	23,000
4111-2800	Contractual Services	2,338	45,000	-	45,000
Total	Contractual Services	43,163	170,500	47,173	195,500
Capital Outlay					
4111-3050	Furniture & Equipment	6,388	4,300	7,616	4,300
Total	Capital Outlay	6,388	4,300	7,616	4,300
Total	City Manager	781,718	931,706	817,550	1,057,468

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

- Reduced turnaround period in the recruitment process
- Expanded visibility in recruitment efforts by employing targeted advertising strategies
- Successfully addressed and resolved a variety of employee relations matters and matters related to risk management
- Maintained compliance with the Affordable Care Act for 2015

Objectives

- Research and implement an on-line application and application tracking system.
- Improve the health benefits provided to qualifying retirees by streamlining medical insurance plans to ensure Medicare benefits are utilized
- Ensure compliance with the Affordable Care Act for 2016
- Implement the mandated sick leave program for all part-time employees
- Conduct labor negotiations with the city's five bargaining groups

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 2015-16**

FINANCE & ADMINISTRATIVE SERVICES

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 160,745	\$ 179,007	\$ 159,398	\$ 223,478
Maintenance & Supply	1,236	2,700	776	2,700
Contractual Services	33,667	71,900	33,227	71,900
Capital Outlay	1,187	1,500	-	1,500
Total	<u>\$ 196,835</u>	<u>\$ 255,107</u>	<u>\$ 193,401</u>	<u>\$ 299,578</u>
<u>Funding Source</u>				
General Fund	<u>\$ 196,835</u>	<u>\$ 255,107</u>	<u>\$ 193,401</u>	<u>\$ 299,578</u>

City of Bell Gardens

FINANCE DEPARTMENT
Personnel Administration
110-4220

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4220-0100	Salaries	103,905	105,740	112,877	142,811
4220-0120	Vacation/Sick Leave Buyout	-	1,955	-	401
4220-0150	Auto/Cell Allowance	4,318	3,780	3,645	5,940
4220-0200	Overtime	-	-	-	-
4220-0220	Part-time	7,380	20,000	-	20,000
4220-0300	Retirement	13,778	14,254	15,459	19,434
4220-0310	Social Security	-	-	-	-
4220-0320	Medicare	1,680	1,616	1,693	2,163
4220-0350	Unemployment	-	490	-	581
4220-0400	Health Insurance	25,147	26,096	21,163	27,214
4220-0420	Workers Comp.	4,537	5,076	4,561	4,934
Total	Personnel Services	160,745	179,007	159,398	223,478
Maintenance & Supply					
4220-1010	Office Supplies	899	2,000	445	2,000
4220-1050	Publications	-	100	-	100
4220-1200	Postage	337	600	332	600
4220-1300	Reproduction	-	-	-	-
4220-1800	Small Equip Tools & Hardware	-	-	-	-
Total	Maintenance & Supply	1,236	2,700	776	2,700
Contractual Services					
4220-2060	Non-Legal Advertising	357	2,000	-	-
4220-2160	Mileage Reimbursement	154	150	-	150
4220-2200	Membership & Dues	200	250	170	250
4220-2210	Conf., Meetings, Travel	740	1,500	1,058	1,500
4220-2400	Prop. & Liability Insur	-	-	-	-
4220-2500	Gen.Equip.Maint.& Repair	-	-	-	-
4220-2510	Comm Equip Maint & Repair	-	-	-	-
4220-2700	Employee Medical Examinations	10,416	12,000	2,878	12,000
4220-2701	Employee Recruitment	3,835	6,000	4,696	8,000
4220-2702	Special Recruitment	-	-	-	-
4220-2710	Training	-	500	150	500
4220-2711	Education Reimbursement	3,200	10,500	3,078	10,500
4220-2800	Contractual Services	14,765	39,000	21,196	39,000
Total	Contractual Services	33,667	71,900	33,227	71,900
Capital Outlay					
4220-3050	Furniture & Equipment	1,187	1,500	-	1,500
Total	Capital Outlay	1,187	1,500	-	1,500
Total	Personnel Administration	196,835	255,107	193,401	299,578

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2015-16

FINANCE & ADMINISTRATIVE SERVICES

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 18,411	\$ 14,161	\$ 14,231	\$ 14,452
Total	<u>\$ 18,411</u>	<u>\$ 14,161</u>	<u>\$ 14,231</u>	<u>\$ 14,452</u>
<u>Funding Source</u>				
Gas Tax	<u>\$ 18,411</u>	<u>\$ 14,161</u>	<u>\$ 14,231</u>	<u>\$ 14,452</u>

City of Bell Gardens

**FINANCE DEPARTMENT
Personnel Administration
210-4220**

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4220-0100	Salaries	12,564	9,386	10,120	10,306
4220-0120	Vacation/Sick Leave Buyout	-	174	-	-
4220-0150	Auto/Cell Allowance	534	270	259	270
4220-0200	Overtime	-	-	-	-
4220-0220	Part-Time	-	-	-	-
4220-0300	Retirement	1,580	1,337	1,472	1,493
4220-0320	Medicare	190	143	143	153
4220-0350	Unemployment	-	47	-	47
4220-0400	Health Insurance	3,031	2,353	1,828	1,826
4220-0420	Workers Comp.	512	451	410	356
Total	Personnel Services	18,411	14,161	14,231	14,452

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2015-16**

FINANCE & ADMINISTRATIVE SERVICES

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 69,549	\$ 67,415	\$ 65,905	\$ 70,620
Contractual Services	2,145	-	-	-
Total	<u>\$ 71,694</u>	<u>\$ 67,415</u>	<u>\$ 65,905</u>	<u>\$ 70,620</u>
<u>Funding Source</u>				
Gas Tax Fund	<u>\$ 71,694</u>	<u>\$ 67,415</u>	<u>\$ 65,905</u>	<u>\$ 70,620</u>

City of Bell Gardens

FINANCE DEPARTMENT
Financial Services
210-4221

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4221-0100	Salaries	46,313	44,501	44,256	45,960
4221-0120	Vacation/Sick Leave Buyout	634	752	653	699
4221-0150	Auto/Cell Allowance	1,625	1,620	1,563	1,620
4221-0200	Overtime	-	-	-	-
4221-0220	Part-Time	-	-	-	-
4221-0300	Retirement	7,138	7,246	7,386	8,707
4221-0310	Social Security	-	-	-	-
4221-0320	Medicare	704	680	680	700
4221-0350	Unemployment	-	188	-	188
4221-0400	Health Insurance	11,351	10,292	9,708	11,158
4221-0420	Workers Comp.	1,784	2,136	1,659	1,588
Total	Personnel Services	69,549	67,415	65,905	70,620
Contractual Services					
4221-2880	Contractual Services	2,145	-	-	-
Total	Contractual Services	2,145	-	-	-
Total	Financial Services	71,694	67,415	65,905	70,620

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2015-16

FINANCE & ADMINISTRATIVE SERVICES

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 171	\$ 6,897	\$ 6,840	\$ 5,854
Total	\$ 171	\$ 6,897	\$ 6,840	\$ 5,854
Prop. A Sales Tax	\$ 171	\$ 6,897	\$ 6,840	\$ 5,854

City of Bell Gardens

FINANCE DEPARTMENT

Financial Services

280-4220

Account Number/Description	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Estimated	FY 2015-16 Adopted
Personnel Services				
4220-0100 Salaries	114	4,634	4,786	4,172
4220-0120 Vacation/Sick Leave Buyout	-	86	-	-
4220-0150 Auto/Cell Allowance	7	270	260	270
4220-0200 Overtime	-	-	-	-
4220-0220 Part-Time	-	-	-	-
4220-0300 Retirement	13	511	521	256
4220-0310 Social Security	-	-	-	-
4220-0320 Medicare	2	72	73	64
4220-0350 Unemployment	-	16	-	16
4220-0400 Health Insurance	30	1,086	1,007	932
4220-0420 Workers Comp.	5	222	193	144
Total Personnel Services	171	6,897	6,840	5,854

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2015-16

FINANCE & ADMINISTRATIVE SERVICES

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 14,374	\$ 14,151	\$ 12,624	\$ 15,102
Total	<u>\$ 14,374</u>	<u>\$ 14,151</u>	<u>\$ 12,624</u>	<u>\$ 15,102</u>
Prop A Sales Tax	<u>\$ 14,374</u>	<u>\$ 14,151</u>	<u>\$ 12,624</u>	<u>\$ 15,102</u>

City of Bell Gardens

FINANCE DEPARTMENT
Financial Services
280-4221

	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description	Actual	Adopted	Estimated	Adopted
Personnel Services				
4221-0100 Salaries	10,236	10,270	10,215	10,875
4221-0120 Vacation/Sick Leave Buyout	82	130	84	90
4221-0150 Auto/Cell Allowance	271	270	260	270
4221-0200 Overtime	-	-	-	-
4221-0220 Part-Time	-	-	-	-
4221-0300 Retirement	1,444	1,520	1,534	1,710
4221-0320 Medicare	153	155	154	163
4221-0350 Unemployment	-	47	-	47
4221-0400 Health Insurance	1,820	1,266	377	1,571
4221-0420 Workers Comp.	368	493	-	376
Total Personnel Services	14,374	14,151	12,624	15,102

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2015-16

FINANCE & ADMINISTRATIVE SERVICES

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 171	\$ 6,897	\$ 6,840	\$ 5,854
Total	<u>\$ 171</u>	<u>\$ 6,897</u>	<u>\$ 6,840</u>	<u>\$ 5,854</u>
<u>Funding Source</u>				
Prop C– Taxes	<u>\$ 171</u>	<u>\$ 6,897</u>	<u>\$ 6,840</u>	<u>\$ 5,854</u>

City of Bell Gardens

FINANCE DEPARTMENT
Financial Services
281-4220

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4220-0100	Salaries	114	4,634	4,786	4,172
4220-0120	Vacation/Sick Leave Buyout	7	86	-	-
4220-0150	Auto/Cell Allowance	-	270	260	270
4220-0200	Overtime	-	-	-	-
4220-0220	Part-Time	-	-	-	-
4220-0300	Retirement	13	511	521	256
4220-0310	Social Security	-	-	-	-
4220-0320	Medicare	2	72	73	64
4220-0350	Unemployment	-	16	-	16
4220-0400	Health Insurance	30	1,086	1,007	932
4220-0420	Workers Comp.	5	222	193	144
Total	Personnel Services	171	6,897	6,840	5,854

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2015-16

FINANCE & ADMINISTRATIVE SERVICES

Division: Personnel
Fund Name: Measure “R”
Fund – 285
Division No. 4220

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 171	\$ 6,897	\$ 6,840	\$ 5,854
Total	<u>\$ 171</u>	<u>\$ 6,897</u>	<u>\$ 6,840</u>	<u>\$ 5,854</u>
 <u>Funding Source</u>				
Measure “R”	<u>\$ 171</u>	<u>\$ 6,897</u>	<u>\$ 6,840</u>	<u>\$ 5,854</u>

City of Bell Gardens

FINANCE DEPARTMENT
Financial Services
285-4220

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4220-0100	Salaries	114	4,634	4,786	4,172
4220-0120	Vacation/Sick Leave Buyout	-	86	-	-
4220-0150	Auto/Cell Allowance	7	270	260	270
4220-0200	Overtime	-	-	-	-
4220-0220	Part-Time	-	-	-	-
4220-0300	Retirement	13	511	521	256
4220-0310	Social Security	-	-	-	-
4220-0320	Medicare	2	72	73	64
4220-0350	Unemployment	-	16	-	16
4220-0400	Health Insurance	30	1,086	1,007	932
4220-0420	Workers Comp.	5	222	193	144
Total	Personnel Services	171	6,897	6,840	5,854
Total	Financial Services	171	6,897	6,840	5,854

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

- Establish a trust account to begin prefunding future retiree healthcare costs
- Administer retiree health billing and collection system.
- Maintain proper plan enrollment for qualified retired employees.

Positions

Full-Time
None

Part-Time
None

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2015-16

FINANCE & ADMINISTRATIVE SERVICES

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 547,507	\$ 569,171	\$ 605,687	\$ 597,306
Total	<u>\$ 547,507</u>	<u>\$ 569,171</u>	<u>\$ 605,687</u>	<u>\$ 597,306</u>
<u>Funding Source</u>				
Retiree Benefits	<u>\$ 547,507</u>	<u>\$ 569,171</u>	<u>\$ 605,687</u>	<u>\$ 597,306</u>

City of Bell Gardens

**FINANCE DEPARTMENT
Retiree Benefits
819-4220**

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actual	Adopted	Estimated	Adopted
	Personnel Services				
	4220-0400 Health Insurance	547,507	569,171	605,687	597,306
Total	Personnel Services	547,507	569,171	605,687	597,306
Total	Retiree Benefits	<u>547,507</u>	<u>569,171</u>	<u>605,687</u>	<u>597,306</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.
- 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

- Perform biennial harassment training for all city employees
- Develop vehicle use policy and implement the DMV Pull Program
- Update Injury and Illness Prevention Program.

Positions

Full-Time

None

Part-Time

None

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2015-16

FINANCE & ADMINISTRATIVE SERVICES

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Contractual Services	\$ 914,488	\$ 1,527,089	\$ 1,504,328	\$ 1,520,843
Total	<u>\$ 914,488</u>	<u>\$ 1,527,089</u>	<u>\$ 1,504,328</u>	<u>\$ 1,520,843</u>
 <u>Funding Source</u>				
General Fund	<u>\$ 914,488</u>	<u>\$ 1,527,089</u>	<u>\$ 1,504,328</u>	<u>\$ 1,520,843</u>

City of Bell Gardens

FINANCE DEPARTMENT
Risk Management
110-4115

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actual	Adopted	Estimated	Adopted
Contractual Services					
	4115-2400 General & Auto Liability	914,488	1,527,089	1,504,328	1,520,843
	4115-2420 Claims	-	-	-	-
Total	Contractual Services	914,488	1,527,089	1,504,328	1,520,843
Total	Risk Management	<u>914,488</u>	<u>1,527,089</u>	<u>1,504,328</u>	<u>1,520,843</u>

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

- Completed the annual audit of the City's basic financial statements and submitted the comprehensive annual financial report (CAFR) for the GFOA award in excellence in financial reporting for fiscal year ending June 30, 2014
- Received the GFOA award for excellence in financial reporting for the City's comprehensive annual financial report (CAFR) for the year ending June 30, 2013
- Successfully completed various audits for the fiscal year ending June 30, 2014 City Financial, MTA and CDBG.
- Issued a request for audit services and procured audit services, resulting in a savings of over \$20,000
- Refunded the 2006 Certificates of Participation and issued additional bond funds in order to perform critical infrastructure improvements.

Objectives

- Obtain the GFOA Award for Excellence in financial reporting for fiscal year ending June 30, 2015.
- Perform the biennial GASB 45 valuation of the City's unfunded retiree health program by requesting proposals from qualified firms and assisting the chosen firm with the actuarial valuation process
- Continue to study the organization chart of the finance division and if warranted perform incremental changes to improve efficiencies
- Continue to train and develop employees to possibly take on additional responsibility in the future and conduct six staff developmental meetings during the fiscal year

City of Bell Gardens

FINANCE AND ADMINISTRATIVE SERVICES

Positions

Full-Time

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

Part-Time

None

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2015-16**

FINANCE & ADMINISTRATIVE SERVICES

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 364,186	\$ 363,081	\$ 359,678	\$ 487,975
Maintenance & Supply	30,028	32,500	24,827	32,000
Contractual Services	127,201	133,600	128,766	131,350
Capital Outlay	1,669	4,000	3,392	4,000
Total	<u>\$ 523,084</u>	<u>\$ 533,181</u>	<u>\$ 516,663</u>	<u>\$ 655,325</u>
<u>Funding Source</u>				
General Fund	<u>\$ 523,084</u>	<u>\$ 533,181</u>	<u>\$ 516,663</u>	<u>\$ 655,325</u>

City of Bell Gardens

FINANCE DEPARTMENT
Financial Services
110-4221

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4221-0100	Salaries	236,684	235,250	238,452	317,488
4221-0120	Vacation/Sick Leave Buyout	2,762	3,553	2,821	4,351
4221-0150	Auto/Cell Allowance	2,437	2,430	2,344	5,130
4221-0200	Overtime	-	-	-	-
4221-0220	Part-Time	58	-	-	-
4221-0300	Retirement	36,227	37,711	38,813	56,862
4221-0310	Social Security	3	-	-	-
4221-0320	Medicare	3,513	3,498	3,558	4,741
4221-0350	Unemployment	-	1,294	-	1,554
4221-0400	Health Insurance	73,396	68,053	64,089	86,881
4221-0420	Workers Comp.	9,106	11,292	9,601	10,968
Total	Personnel Services	364,186	363,081	359,678	487,975
Maintenance & Supply					
4221-1050	Publications	-	-	-	-
4221-1010	Office Supplies	13,874	12,500	9,264	12,500
4221-1020	Bank Fees	3,001	6,000	3,967	5,500
4221-1050	Publications	-	-	-	-
4221-1200	Postage	6,593	6,500	6,210	6,500
4221-1300	Reproduction	6,560	7,500	5,387	7,500
Total	Maintenance & Supply	30,028	32,500	24,827	32,000
Contractual Services					
4221-2160	Mileage Reimbursement	18	100	35	100
4221-2200	Membership & Dues	1,082	1,500	1,482	1,750
4221-2210	Conf., Meetings, Travel	1,509	3,500	3,789	2,500
4221-2500	Gen.Equip.Maint.& Repair	-	-	-	-
4221-2710	Training	610	1,000	349	1,000
4221-2800	Contractual Services	110,847	110,000	110,270	110,000
4221-2810	Professional Services	-	-	-	-
4221-2870	Property Tax Administration Fee	13,296	17,500	12,841	16,000
4221-2900	Shortage of Cash	(161)	-	-	-
Total	Contractual Services	127,201	133,600	128,766	131,350
Capital Outlay					
4221-3050	Furniture & Equipment	1,669	4,000	3,392	4,000
Total	Capital Outlay	1,669	4,000	3,392	4,000
Total	Financial Services	523,084	533,181	516,663	655,325

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2015-16

FINANCE & ADMINISTRATIVE SERVICES

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Contractual Services	\$ 326,548	\$ 318,000	\$ 314,039	\$ 305,000
Total	<u>\$ 326,548</u>	<u>\$ 318,000</u>	<u>\$ 314,039</u>	<u>\$ 305,000</u>
 <u>Funding Source</u>				
General Fund	<u>\$ 326,548</u>	<u>\$ 318,000</u>	<u>\$ 314,039</u>	<u>\$ 305,000</u>

City of Bell Gardens

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

	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description	Actual	Adopted	Estimated	Adopted
Contractual Services				
4219-2040 Telephone	282,353	270,000	267,088	270,000
4219-2041 Data Communications	12,133	22,800	21,751	22,800
4219-2800 Contractual Services	32,062	25,200	25,200	12,582
Total Contractual Services	326,548	318,000	314,039	305,382

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2015-16

FINANCE & ADMINISTRATIVE SERVICES

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Transfers Out	\$ 855,897	\$ 866,997	\$ 866,997	\$ 830,323
Total	<u>\$ 855,897</u>	<u>\$ 866,997</u>	<u>\$ 866,997</u>	<u>\$ 830,323</u>
 <u>Funding Source</u>				
General Fund	<u>\$ 855,897</u>	<u>\$ 866,997</u>	<u>\$ 866,997</u>	<u>\$ 830,323</u>

City of Bell Gardens

FINANCE DEPARTMENT
Transfers Out
110-4900

Account Number/Description	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Estimated	FY 2015-16 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	37,000	75,250	75,250	-
4900-9153 Transfer to COPS Hiring Grant	-	-	-	-
4900-9154 Transfer to Golf Course	66,477	75,747	75,747	91,017
4900-9155 Transfer to Fund 818 (Separated Employee)	-	-	-	-
4900-9156-Transfer to Gas Tax Fund	-	-	-	-
4900-9157 Transfer to Fund 263	-	-	-	-
4900-9158 Operating Transfer Out to Fund 260	-	-	-	-
4900-9510 Transfer to Water Fund	-	-	-	-
4900-9300 Loan to the SA Funds for Admin	-	-	-	-
4900-9998 Transfer to Fund 819 (Retiree Health)	552,420	516,000	516,000	539,306
Total Transfers Out	855,897	866,997	866,997	830,323
Total Transfers Out	<u>855,897</u>	<u>866,997</u>	<u>866,997</u>	<u>830,323</u>

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2015-16

FINANCE & ADMINISTRATIVE SERVICES

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Debt Service	\$ 318,414	\$ 294,286	\$ 315,618	\$ 487,116
Total	<u>\$ 318,414</u>	<u>\$ 294,286</u>	<u>\$ 315,618</u>	<u>\$ 487,116</u>
<u>Funding Source</u>				
General Fund	<u>\$ 318,414</u>	<u>\$ 294,286</u>	<u>\$ 315,618</u>	<u>\$ 487,116</u>

City of Bell Gardens

FINANCE DEPARTMENT

Debt Service

110-5110

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actual	Adopted	Estimated	Adopted
Debt Service					
5110-4010	Bond Principal	85,000	90,000	90,000	135,000
5110-4011	Bond Principal - SCE OBF	50,571	50,571	50,571	50,571
5110-4020	Bond Interest	154,765	151,365	151,366	282,620
5110-4030	Bond Admin. Expense	2,275	2,350	2,420	2,500
5110-4031	Letter of Credit Fee	25,803	-	21,261	16,425
Total	Debt Service	318,414	294,286	315,618	487,116
Total	Debt Service	318,414	294,286	315,618	487,116

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2015-16

FINANCE & ADMINISTRATIVE SERVICES

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 65,129	\$ 38,895	\$ 38,222	\$ 41,062
Total	<u>\$ 65,129</u>	<u>\$ 38,895</u>	<u>\$ 38,222</u>	<u>\$ 41,062</u>
 <u>Funding Source</u>				
Residential Waste Management	<u>\$ 65,129</u>	<u>\$ 38,895</u>	<u>\$ 38,222</u>	<u>\$ 41,062</u>

City of Bell Gardens

FINANCE DEPARTMENT
Financial Services
240-4221

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4221-0100	Salaries	43,197	25,273	25,263	26,090
4221-0120	Vacation/Sick Leave Buyout	706	460	380	392
4221-0150	Auto/Cell Allowance	1,603	810	780	810
4221-0200	Overtime	-	-	-	-
4221-0300	Retirement	6,965	4,241	4,376	5,182
4221-0320	Medicare	658	385	387	396
4221-0350	Unemployment	-	110	-	110
4221-0400	Health Insurance	10,279	6,403	6,032	7,181
4221-0420	Workers Comp.	1,721	1,213	1,003	901
Total	Personnel Services	65,129	38,895	38,222	41,062
Contractual Services					
4221-2880	Direct Assessment Billing Fee	-	-	-	-
Total	Contractual Services	-	-	-	-
Total	Financial Services	65,129	38,895	38,222	41,062

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2015-16

FINANCE & ADMINISTRATIVE SERVICES

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 40,998	\$ 25,819	\$ 25,152	\$ 26,730
Total	<u>\$ 40,998</u>	<u>\$ 25,819</u>	<u>\$ 25,152</u>	<u>\$ 26,730</u>
 <u>Funding Source</u>				
Industrial Waste Management	<u>\$ 40,998</u>	<u>\$ 25,819</u>	<u>\$ 25,152</u>	<u>\$ 26,730</u>

City of Bell Gardens

FINANCE DEPARTMENT
Financial Services
250-4221

	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description	Actual	Adopted	Estimated	Adopted
Personnel Services				
4221-0100 Salaries	26,487	16,732	16,496	17,107
4221-0120 Vacation/Sick Leave Buyout	481	301	306	316
4221-0150 Auto/Cell Allowance	1,340	810	781	810
4221-0200 Overtime	-	-	-	-
4221-0220 Part-Time	-	-	-	-
4221-0300 Retirement	4,281	2,758	2,817	3,370
4221-0320 Medicare	409	259	258	264
4221-0350 Unemployment	-	63	-	63
4221-0400 Health Insurance	6,943	4,093	3,848	4,208
4221-0420 Workers Comp.	1,057	803	646	591
Total Personnel Services	40,998	25,819	25,152	26,730
Total Financial Services	40,998	25,819	25,152	26,730

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2015-16

FINANCE & ADMINISTRATIVE SERVICES

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 15,201	\$ 48,543	\$ 47,409	\$ 50,523
Total	<u>\$ 15,201</u>	<u>\$ 48,543</u>	<u>\$ 47,409</u>	<u>\$ 50,523</u>
 <u>Funding Source</u>				
Proposition C Sales Tax	<u>\$ 15,201</u>	<u>\$ 48,543</u>	<u>\$ 47,409</u>	<u>\$ 50,523</u>

City of Bell Gardens

FINANCE DEPARTMENT
Financial Services
281-4221

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4221-0100	Salaries	10,760	32,372	32,070	33,277
4221-0120	Vacation/Sick Leave Buyout	82	534	478	516
4221-0150	Auto/Cell Allowance	300	1,350	1,303	1,350
4221-0200	Overtime	-	-	-	-
4221-0220	Part-Time	-	-	-	-
4221-0300	Retirement	1,536	5,216	5,269	6,228
4221-0320	Medicare	162	497	496	510
4221-0350	Unemployment	-	126	-	126
4221-0400	Health Insurance	1,972	6,894	6,519	7,367
4221-0420	Workers Comp.	389	1,554	1,275	1,150
Total	Personnel Services	15,201	48,543	47,409	50,523

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2015-16

FINANCE & ADMINISTRATIVE SERVICES

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 20,591	\$ 57,054	\$ 55,711	\$ 59,200
Total	<u>\$ 20,591</u>	<u>\$ 57,054</u>	<u>\$ 55,711</u>	<u>\$ 59,200</u>
 <u>Funding Source</u>				
Measure R Sales Tax	<u>\$ 20,591</u>	<u>\$ 57,054</u>	<u>\$ 55,711</u>	<u>\$ 59,200</u>

City of Bell Gardens

FINANCE DEPARTMENT
Financial Services
285-4221

Account Number/Description	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Estimated	FY 2015-16 Adopted
Personnel Services				
4221-0100 Salaries	13,510	38,606	38,207	39,776
4221-0120 Vacation/Sick Leave Buyout	254	648	636	682
4221-0150 Auto/Cell Allowance	1,098	1,620	1,563	1,620
4221-0200 Overtime	-	-	-	-
4221-0220 Part-Time	-	-	-	-
4221-0300 Retirement	2,212	6,222	6,273	7,460
4221-0320 Medicare	214	593	592	610
4221-0350 Unemployment	-	141	-	141
4221-0400 Health Insurance	2,758	7,371	6,933	7,536
4221-0420 Workers Comp.	545	1,853	1,507	1,374
Total Personnel Services	20,591	57,054	55,711	59,200
Total Financial Services	<u>20,591</u>	<u>57,054</u>	<u>55,711</u>	<u>59,200</u>

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2015-16

FINANCE & ADMINISTRATIVE SERVICES

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 108,424	\$ 97,118	\$ 94,767	\$ 101,046
Total	<u>\$ 108,424</u>	<u>\$ 97,118</u>	<u>\$ 94,767</u>	<u>\$ 101,046</u>
<u>Funding Source</u>				
Water	<u>\$ 108,424</u>	<u>\$ 97,118</u>	<u>\$ 94,767</u>	<u>\$ 101,046</u>

City of Bell Gardens

Financial Services
510-4221

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4221-0100	Salaries	73,034	64,206	63,452	65,642
4221-0120	Vacation/Sick Leave Buyout	1,266	1,163	1,073	1,132
4221-0150	Auto/Cell Allowance	3,242	2,970	2,864	2,970
4221-0200	Overtime	-	-	-	-
4221-0220	Part-Time	-	-	-	-
4221-0300	Retirement	11,734	10,636	10,839	13,000
4221-0320	Medicare	1,124	991	985	1,011
4221-0350	Unemployment	-	236	-	236
4221-0400	Health Insurance	15,126	13,834	13,051	14,787
4221-0420	Workers Comp.	2,898	3,082	2,503	2,268
Total	Personnel Services	108,424	97,118	94,767	101,046
Total	Financial Services	108,424	97,118	94,767	101,046

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 virtualization to the City Network in order to streamline systems while creating a network less reliant of hardware reducing future infrastructure costs.
- Integrated additional back-up systems for City servers.
- Implemented an auto loader back-up system to increase efficiency and security of employee data.

Objectives

- Upgrade City network servers to enhance security and efficiency.
- Upgrade personal computers to the latest operating system (Windows 10).
- 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 voice communications system.

Positions

Full-Time

Contract—Consultant

Part-Time

None

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2015-16

FINANCE & ADMINISTRATIVE SERVICES

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Contractual Services	\$ 117,112	\$ 125,000	\$ 117,966	\$ 125,000
Capital Outlay	40,950	40,000	40,000	40,000
Total	<u>\$ 158,062</u>	<u>\$ 165,000</u>	<u>\$ 157,966</u>	<u>\$ 165,000</u>
 <u>Funding Source</u>				
General Fund	<u>\$ 158,062</u>	<u>\$ 165,000</u>	<u>\$ 157,966</u>	<u>\$ 165,000</u>

City of Bell Gardens

**FINANCE DEPARTMENT
Information Technology
110-4117**

Account Number/Description	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Estimated	FY 2015-16 Adopted
Contractual Services				
4117-2510 Comm. Equip. Maint. & Repair	32,160	35,000	32,738	35,000
4117-2800 Contractual Services	84,952	90,000	85,228	90,000
Total Contractual Services	117,112	125,000	117,966	125,000
Capital Outlay				
4117-3150 Other Equipment (Capital Outlay)	40,950	40,000	40,000	40,000
Total Capital Outlay	40,950	40,000	40,000	40,000
Total Information Technology	<u>158,062</u>	<u>165,000</u>	<u>157,966</u>	<u>165,000</u>

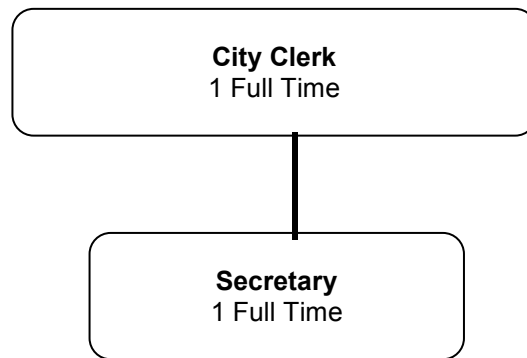
City of Bell Gardens



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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 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

Objectives for Fiscal Year 2015 – 2016

- Hire a full-time Secretary
- Complete Biennial review of the City’s Conflict of Interest Code
- Complete Records Retention Schedule Update
- Complete Contracts and Agreements Database Update

Positions

Full-Time

1 City Clerk
1 Secretary

Part-Time

None

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2015-16**

CITY CLERK

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 172,847,	\$ 167,423	\$ 148,939	\$ 156,813
Maintenance & Supply	19,984	18,500	20,478	18,500
Contractual Services	84,898	33,000	34,409	123,000
Total	<u>\$ 277,729</u>	<u>\$ 218,923</u>	<u>\$ 203,826</u>	<u>\$ 298,313</u>
<u>Funding Source</u>				
General Fund	<u>\$ 277,729</u>	<u>\$ 218,923</u>	<u>\$ 203,826</u>	<u>\$ 298,313</u>

City of Bell Gardens

City Clerk
110-4223

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actuals	Adopted	Estimated	Adopted
Personnel Services					
4223-0100	Salaries	126,097	112,512	109,872	105,967
4223-0120	Vacation/Sick Leave Buyout	-	-	742	-
4223-0150	Auto/Cell Allowance	9,532	9,504	5,999	10,800
4223-0200	Overtime	81	-	1,500	1,500
4223-0220	Part-Time	-	-	-	-
4223-0300	Retirement	16,681	17,539	13,311	6,500
4223-0310	Social Security	-	-	-	-
4223-0320	Medicare	1,970	1,769	1,724	1,693
4223-0350	Unemployment	-	553	-	628
4223-0400	Health Insurance	13,681	20,145	12,727	26,064
4223-0420	Workers Comp.	4,805	5,401	3,065	3,661
Total	Personnel Services	172,847	167,423	148,939	156,813
Maintenance & Supply					
4223-1010	Office Supplies	2,388	2,500	1,488	2,500
4223-1050	Publications	-	-	-	-
4223-1200	Postage	863	1,000	603	1,000
4223-1300	Reproduction	16,733	15,000	18,387	15,000
Total	Maintenance & Supply	19,984	18,500	20,478	18,500
Contractual Services					
4223-2050	Legal Advertising	11,212	12,000	19,528	12,000
4223-2160	Mileage Reimbursement	-	-	-	-
4223-2200	Membership & Dues	455	1,000	220	1,000
4223-2210	Conf., Meetings, Travel	420	2,000	162	2,000
4223-2500	Gen.Equip.Maint.& Repair	-	2,000	-	2,000
4223-2710	Training	-	-	-	-
4223-2800	Contractual Services	15,903	16,000	14,499	16,000
4223-2805	Elections	56,908	-	-	90,000
4223-2810	Professional Services	-	-	-	-
Total	Contractual Services	84,898	33,000	34,409	123,000
Capital Outlay					
4223-3050	Furniture & Equipment	-	-	-	-
Total	Capital Outlay	-	-	-	-
Total	City Clerk	277,729	218,923	203,826	298,313

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 2015-16

LEGAL SERVICES

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Contractual Services	\$ 453,769	\$ 750,000	\$ 643,329	\$ 750,000
Total	\$ 453,769	\$ 750,000	\$ 643,329	\$ 750,000
<u>Funding Source</u>				
General Fund	\$ 453,769	\$ 750,000	\$ 643,329	\$ 750,000

City of Bell Gardens

Legal Services
110-4224

Account Number/Description	FY 2013-14 Actuals	FY 2014-15 Adopted	FY 2014-15 Estimated	FY 2015-16 Adopted
Contractual Services				
4224-2820 Legal Services-Non Retain	453,769	750,000	643,329	750,000
Total Contractual Services	453,769	750,000	643,329	750,000
Legal Services	<u>453,769</u>	<u>750,000</u>	<u>643,329</u>	<u>750,000</u>

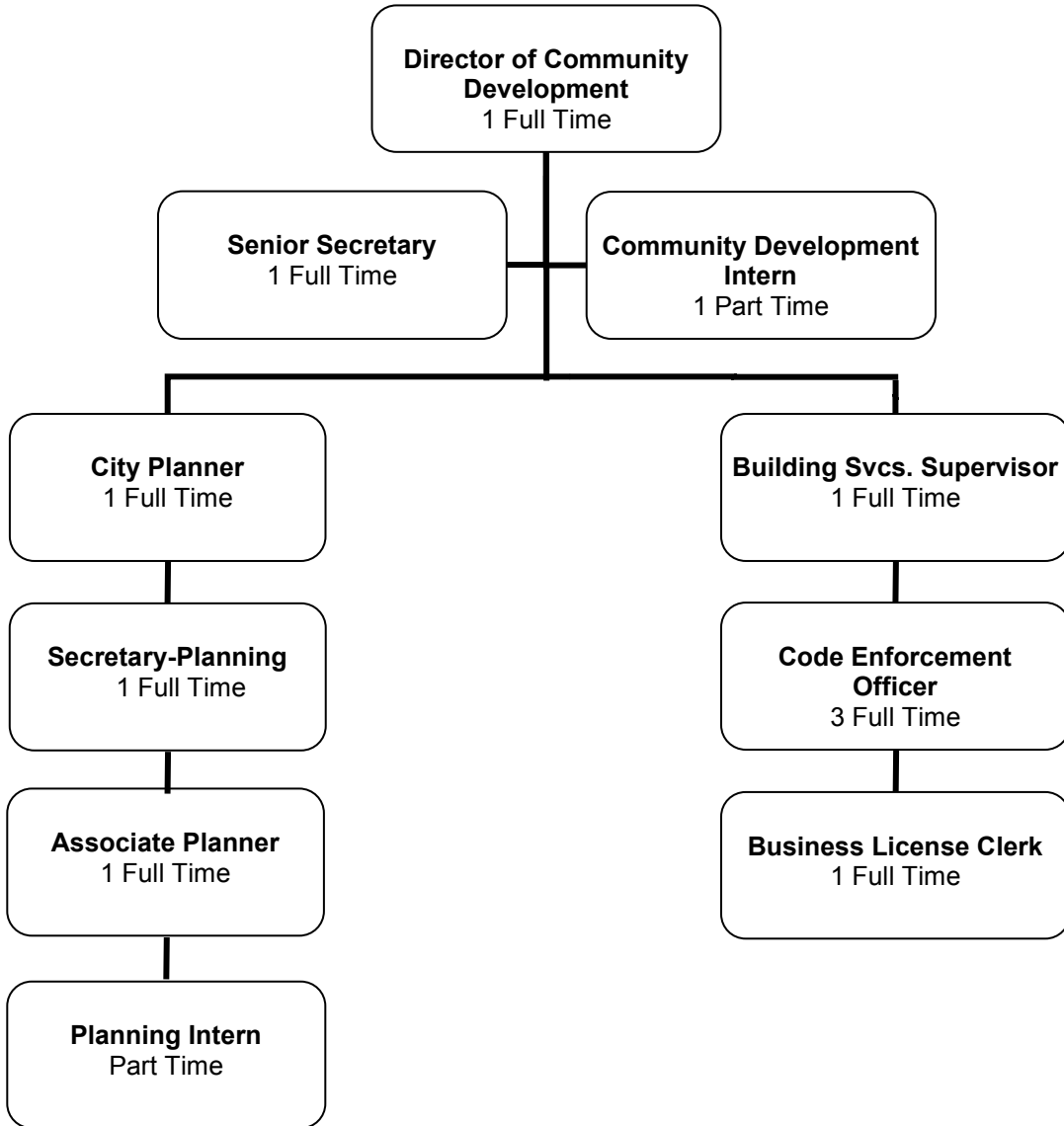
City of Bell Gardens



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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 14-15 Accomplishments

- 2,552 people were assisted over the counter with general inquires.
- 1,085 inspections completed.
- 630 building permits issued (including electrical, plumbing, mechanical, sewer, miscellaneous.)
- 42 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.
- Adopted Solar Permit Ordinance to expedite the process.
- Require submittal of plans in a CD format at final inspection.
- Assist Public Works Department with the enforcement of water use.

City of Bell Gardens

COMMUNITY DEVELOPMENT

Positions

Full Time

1 Building Services Supervisor

Part Time

None

As Required

1 Building Official (Contract)

1 Building Inspector (Contract) Casino Inspections

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2015-16**

COMMUNITY DEVELOPMENT

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 260,132	\$ 202,195	\$ 181,552	\$ 235,500
Maintenance & Supply	5,849	2,700	4,564	2,400
Contractual Services	10,522	102,210	74,597	91,040
Capital Outlay	538	3,500	-	3,500
Total	<u>\$ 277,041</u>	<u>\$ 310,605</u>	<u>\$ 260,713</u>	<u>\$ 332,440</u>
 <u>Funding Source</u>				
General Fund	<u>\$ 277,041</u>	<u>\$ 310,605</u>	<u>\$ 260,713</u>	<u>\$ 332,440</u>

City of Bell Gardens

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

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
		Actuals	Adopted	Estimated	Adopted
Personnel Services					
4332-0100	Salaries	179,218	135,750	127,623	164,763
4332-0120	Vacation/Sick Buyout	1,708	2,403	1,764	1,799
4332-0150	Tech/Auto Allowance	2,924	2,916	1,840	3,564
4332-0200	Overtime	-	-	-	-
4332-0220	Part-Time	-	-	-	-
4332-0300	Retirement	25,407	21,226	19,273	26,742
4332-0310	Social Security	-	-	-	-
4332-0320	Medicare	2,668	2,045	1,917	2,467
4332-0350	Unemployment	-	484	-	418
4332-0400	Health Insurance	41,420	30,855	24,344	30,055
4332-0420	Workers Compensation	6,787	6,516	4,792	5,692
Total	Personnel Services	260,132	202,195	181,552	235,500
Maintenance & Supply					
4332-1010	Office Supplies	2,849	2,000	4,380	2,000
4332-1050	Publications	3,000	-	-	-
4332-1600	Special Supplies	-	700	184	400
4332-1200	Postage	-	-	-	-
4332-1300	Reproduction	-	-	-	-
Total	Maintenance & Supply	5,849	2,700	4,564	2,400
Contractual Services					
4332-2030	Water	-	5,000	3,080	5,000
4332-2040	Telephone	909	1,200	713	750
4332-2200	Membership & Dues	767	450	-	250
4332-2210	Conf, Meetings & Travel	-	-	-	-
4332-2300	Vehicle Fuel & Oil	1,248	1,600	576	1,200
4332-2310	Vehicle Repairs	294	1,000	540	1,000
4332-2320	Uniforms	16	300	-	100
4332-2500	Gen.Equip Maint & Repair	27	100	-	100
4332-2510	Comm Equip Maint.& Repair	-	-	-	-
4332-2511	Strong Motion Inst. Fee	-	-	-	-
4332-2800	Contractual Services	7,261	92,560	69,688	82,640
4332-2840	Industrial Waste Services	-	-	-	-
Total	Contractual Services	10,522	102,210	74,597	91,040
Capital Outlay					
4332-3030	Job Program	-	-	-	-
4332-3040	Property Clean Up	-	2,500	-	2,500
4332-3050	Furniture & Equipment	538	1,000	-	1,000
Total	Capital Outlay	538	3,500	-	3,500
Total	Building & Safety	277,041	310,605	260,713	332,440

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 14-15 Accomplishments

- 2,268 Notice of Violations issued.
- 127 citations issued.
- 28 Rehab cases opened.
- 48 Rehab cases closed.
- Vigilantly enforced business licenses throughout the City.
- Continued enforcement of all unlicensed street vendors in the City.
- 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.
- Assist Public Works Department with the enforcement of water use.

City of Bell Gardens

COMMUNITY DEVELOPMENT

Position

Full Time

Part Time

2 Code Enforcement Officers *

None

* 2 funded positions for fiscal 2016

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2015-16

COMMUNITY DEVELOPMENT

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 231,885	\$ 184,307	\$ 185,993	\$ 194,601
Maintenance & Supply	2,656	2,600	1,720	2,200
Contractual Services	10,794	12,700	10,284	11,450
Total	<u>\$ 245,335</u>	<u>\$ 199,607</u>	<u>\$ 197,996</u>	<u>\$ 208,251</u>
 <u>Funding Source</u>				
General Fund	<u>\$ 245,335</u>	<u>\$ 199,607</u>	<u>\$ 197,996</u>	<u>\$ 208,251</u>

City of Bell Gardens

COMMUNITY DEVELOPMENT DEPT.

Code Enforcement

110-4338

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
		Actuals	Adopted	Estimated	Adopted
Personnel Services					
4338-0100	Salaries	157,075	124,728	128,042	131,016
4338-0120	Vacation/Sick Leave Buyout	2,740	2,283	2,358	2,404
4338-0150	Auto/Cell Allowance	-	-	-	-
4338-0200	Overtime	-	-	-	-
4338-0220	Part-Time	-	-	-	-
4338-0300	Retirement	23,983	21,662	22,489	26,422
4338-0310	Social Security	-	-	-	-
4338-0320	Medicare	2,319	1,842	1,906	1,935
4338-0350	Unemployment	-	628	-	628
4338-0400	Health Insurance	39,847	27,177	25,987	27,670
4338-0420	Workers Comp.	5,921	5,987	5,211	4,526
Total	Personnel Services	231,885	184,307	185,993	194,601
Maintenance & Supply					
4338-1010	Office Supplies	2,594	2,000	1,720	2,000
4338-1700	Uniforms & Protective Clothing	62	600	-	200
Total	Maintenance & Supply	2,656	2,600	1,720	2,200
Contractual Services					
4338-2040	Telephone	1,551	1,700	1,109	1,500
4338-2200	Membership & Dues	225	300	150	150
4338-2300	Vehicle Fuel & Oil	3,387	3,700	2,246	3,000
4338-2310	Vehicle Repair	897	2,000	1,779	2,000
4338-2800	Contractural Services	4,734	5,000	5,000	4,800
Total	Contractual Services	10,794	12,700	10,284	11,450
Capital Outlay					
4338-3050	Furniture & Equipment	-	-	-	-
Total	Capital Outlay	-	-	-	-
Total	Code Enforcement	245,335	199,607	197,996	208,251

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 14-15 Accomplishments

- Approved 2014 Congestion Management Program (CMP) Annual Report.
- Reviewed 144 cases involving major residential, commercial and industrial projects in City.
- Reviewed 40 cases relating to minor improvements, i.e. construction of fences, patio covers, exterior modifications, etc.
- Approved 60 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 113 Business License Zoning Compliance Requests.
- Completed major projects:
 - Green Forest Car Wash; Alligator Laundry; Circle K; Valero Gas Station; Marketplace Shopping Center façade & parking lot improvements; Kilfit Fitness Center; dd's Discount Store
- Assisted the Code Enforcement, Building and Safety Division and the City Prosecutor's Office in the prosecution of multiple code violation cases.
- Adopted Ordinance 847: M-1 Side & Rear Yard Setback.
- Adopted Ordinance 858: Cottage Food Operations.
- Adopted Ordinance 861U & 864U: Moratorium on Massage Therapy Businesses.
- Adopted Ordinance 863: Emergency Shelters.
- Approved New 4,000 sq. ft. Dunkin Donuts drive-thru restaurant

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 an Electronic Display Sign Ordinance.
- Adopt a Pawnshop Ordinance.
- Adopt a Drought Resistant Landscape Ordinance.
- Adopt a Temporary Banner Ordinance.
- Adopt a Fence Height Ordinance for M-1 Zoned Properties
- Adopt a Wireless Telecommunications Ordinance.
- Continue to adopt revisions to the Zoning Code, as needed to maintain accuracy and consistency.
- Final the Construction of Bicycle Casino Hotel Project.
- Final the Construction of Dunkin Donuts restaurant project.
- Final the Construction of Single Family Residential Dwelling at 6202 Agra Street
- 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 as necessary.
- Re-establish the volunteer Planning 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

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2015-16**

COMMUNITY DEVELOPMENT

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 317,163	\$ 361,314	\$ 336,762	\$ 446,074
Maintenance & Supply	17,086	18,500	16,112	18,000
Contractual Services	49,904	69,300	44,748	62,765
Capital Outlay	2,552	2,000	-	2,000
Total	<u>\$ 386,705</u>	<u>\$ 451,114</u>	<u>\$ 397,622</u>	<u>\$ 528,839</u>
<u>Funding Source</u>				
General Fund	<u>\$ 386,705</u>	<u>\$ 451,114</u>	<u>\$ 397,622</u>	<u>\$ 528,839</u>

City of Bell Gardens

**COMMUNITY DEVELOPMENT DEPT.
Planning
110-4333**

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actuals	Adopted	Estimated	Adopted
Personnel Services					
4333-0100	Salaries	224,776	251,215	245,763	314,367
4333-0120	Vacation/Sick Leave Buyout	3,164	3,833	3,267	3,702
4333-0150	Auto/Cell Allowance	7,690	7,668	6,459	8,964
4333-0200	Overtime	-	-	-	-
4333-0220	Part-Time	-	-	-	-
4333-0300	Retirement	34,129	41,366	37,649	56,913
4333-0310	Social Security	-	-	-	-
4333-0320	Medicare	3,425	3,809	3,734	4,742
4333-0350	Unemployment	-	728	-	732
4333-0400	Health Insurance	34,840	40,637	30,260	45,794
4333-0420	Workers Comp.	9,139	12,058	9,630	10,860
Total	Personnel Services	317,163	361,314	336,762	446,074
Maintenance & Supply					
4333-1010	Office Supplies	1,972	2,000	1,638	2,000
4333-1150	Maps & Charts	-	500	-	-
4333-1200	Postage	2,994	5,000	2,945	4,000
4333-1300	Reproduction	12,120	11,000	11,528	12,000
Total	Maintenance & Supply	17,086	18,500	16,112	18,000
Contractual Services					
4333-2160	Mileage Reimbursement	-	500	-	-
4333-2200	Membership & Dues	1,685	1,600	1,600	1,315
4333-2210	Conf., Meetings, Travel	887	1,500	419	3,750
4333-2300	Vehicle Fuel & Oil	-	200	100	200
4333-2310	Vehicle Repair	587	800	315	500
4333-2710	Training	-	2,000	50	3,000
4333-2800	Contractual Services	46,579	62,700	42,264	54,000
4333-2999	Miscellaneous	166	-	-	-
Total	Contractual Services	49,904	69,300	44,748	62,765
Capital Outlay					
4333-3050	Furniture & Equipment	2,552	2,000	-	2,000
Total	Capital Outlay	2,552	2,000	-	2,000
Total	Planning	386,705	451,114	397,622	528,839

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 14-15 Accomplishments

- 145 new business licenses issued.
- Enforced business licenses throughout the City.
- Ongoing 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 a copy of all Business License Applications which include names and contact information for all new 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.
- Assisted the Chamber of Commerce by providing a copy of the Business License Zoning Compliance application of each new business in the City.

Objectives

- Process business licenses in one to two 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 2015-16**

COMMUNITY DEVELOPMENT

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 133,545	\$ 147,575	\$ 125,290	\$ 180,142
Maintenance & Supply	320	2,500	2,000	2,000
Contractual Services	24,259	33,500	41,950	33,500
Total	<u>\$ 158,124</u>	<u>\$ 183,575</u>	<u>\$ 169,240</u>	<u>\$ 215,642</u>
 <u>Funding Source</u>				
General Fund	<u>\$ 158,124</u>	<u>\$ 183,575</u>	<u>\$ 169,240</u>	<u>\$ 215,642</u>

City of Bell Gardens

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

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actuals	Adopted	Estimated	Adopted
Personnel Services					
4222-0100	Salaries	82,654	92,634	82,955	121,428
4222-0120	Vacation/Sick Buyout	879	1,573	908	926
4222-0150	Tech/Auto allowance	2,924	2,916	1,840	3,672
4222-0200	Overtime	-	-	-	-
4222-0220	Part-Time	-	-	-	-
4222-0300	Retirement	11,435	13,738	11,446	17,806
4222-0310	Social Security	-	-	-	-
4222-0320	Medi-care	1,254	1,408	1,249	1,827
4222-0350	Unemployment	-	484	-	421
4222-0400	Health Insurance	31,055	30,376	23,901	29,867
4222-0420	Worker's Comp	3,344	4,446	2,990	4,195
Total	Personnel Services	133,545	147,575	125,290	180,142
Maintenance & Supply					
4222-1010	Office Supplies	320	2,000	2,000	2,000
4222-1050	Publications	-	-	-	-
4222-1200	Postage	-	-	-	-
4222-1300	Reproduction	-	-	-	-
4222-1350	Photo Supplies	-	-	-	-
4222-1600	Special Supplies	-	500	-	-
Total	Maintenance & Supply	320	2,500	2,000	2,000
Contractual Services					
4222-2040	Telephone	-	-	-	-
4222-2160	Mileage Reimbursement	-	-	-	-
4222-2200	Membership & Dues	-	-	-	-
4222-2210	Conf., Meetings, Travel	-	-	-	-
4222-2500	Gen. Equip Maint & Repair	-	-	-	-
4222-2510	Comm Equip Maint.& Repair	-	-	-	-
4222-2160	Mileage Reimbursement	26	-	-	-
4222-2800	Contract Services	24,233	3,500	4,450	3,500
4222-2810	Professional Services	-	30,000	37,500	30,000
Total	Contractual Services	24,259	33,500	41,950	33,500
Capital Outlay					
4222-3050	Furniture & Equipment	-	-	-	-
Total	Capital Outlay	-	-	-	-
Total	Business License	158,124	183,575	169,240	215,642

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 14-15 Accomplishments

- Completed FY 2015-2016 CDBG Budget.
- Administration and servicing of existing Business Loans, First Time Homebuyer Loans and CDBG – R Corridor Revitalization Program.
- Successfully funded and monitored Human Services Association public assistance program.
- 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 2013-2014.
- Successfully completed CDBG programmatic auditing for all CDBG programs for FY 2013-2014.

City of Bell Gardens

COMMUNITY DEVELOPMENT

Objectives

- Successfully administer all FY 2015-2016 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 2016 – 2017 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 Senior Secretary
1 CDBG Specialist (Contract)

Part Time

None

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2015-16

COMMUNITY DEVELOPMENT

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 48,536	\$ -	\$ 10,373	\$ -
Contractual Services	5,393	-	1,152	-
Total	<u>\$ 53,929</u>	<u>\$ -</u>	<u>\$ 11,525</u>	<u>\$ -</u>
 <u>Funding Source</u>				
CDBG	<u>\$ 53,929</u>	<u>\$ -</u>	<u>\$ 11,525</u>	<u>\$ -</u>

City of Bell Gardens

**COMMUNITY DEVELOPMENT DEPT.
CDBG-CODE ENFORCEMENT
260-4337**

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actuals	Adopted	Estimated	Adopted
Personnel Services					
4337-0100	Salaries	32,675	-	10,373	-
4337-0120	Vacation/Sick Leave Buyout	685	-	-	-
4337-0200	Overtime	-	-	-	-
4337-0300	Retirement	4,890	-	-	-
4337-0320	Medicare	482	-	-	-
4337-0350	Unemployment	-	-	-	-
4337-0400	Health Insurance	8,598	-	-	-
4337-0420	Workers Compensation	1,206	-	-	-
Total	Personnel Services	48,536	-	10,373	-
Maintenance & Supply					
4337-1010	Office Supplies	-	-	-	-
Total	Maintenance & Supply	-	-	-	-
Contractual Services					
4337-2310	Vehicle Repair	-	-	-	-
4337-2800	Contractual Services	5,393	-	1,152	-
Total	Contractual Services	5,393	-	1,152	-
Capital Outlay					
4337-3150	Other Equipment	-	-	-	-
Total	Capital Outlay	-	-	-	-
Total	CDBG-Code Enforcement	53,929	-	11,525	-

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2015-16

COMMUNITY DEVELOPMENT

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Contractual Services	\$ 13,705	\$ 16,410	\$ -	\$ -
Total	\$ 13,705	\$ 16,410	\$ -	\$ -
<u>Funding Source</u>				
CDBG	\$ 13,705	\$ 16,410	\$ -	\$ -

City of Bell Gardens

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

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actuals	Adopted	Estimated	Adopted
	Contractual Services				
	4600-2800 Contractual Services	13,705	16,410	-	-
Total	Contractual Services	13,705	16,410	-	-
Total	CDBG-Rio Hondo Boys & Girls Club	13,705	16,410	-	-

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2015-16**

COMMUNITY DEVELOPMENT

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Contractual Services	\$ 20,595	\$ 20,700	\$ 20,700	\$ 11,330
Total	<u>\$ 20,595</u>	<u>\$ 20,700</u>	<u>\$ 20,700</u>	<u>\$ 11,330</u>
<u>Funding Source</u>				
CDBG	<u>\$ 20,595</u>	<u>\$ 20,700</u>	<u>\$ 20,700</u>	<u>\$ 11,330</u>

City of Bell Gardens

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

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actuals	Adopted	Estimated	Adopted
	Contractual Services				
	4601-2800 Contractual Services	20,595	20,700	20,700	11,330
Total	Contractual Services	20,595	20,700	20,700	11,330
Total	CDBG-Human Services Association	<u>20,595</u>	<u>20,700</u>	<u>20,700</u>	<u>11,330</u>

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2015-16

COMMUNITY DEVELOPMENT

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Debt Service	\$ 562,949	\$ 568,988	\$ 514,172	\$ 574,491
Total	<u>\$ 562,949</u>	<u>\$ 568,988</u>	<u>\$ 514,172</u>	<u>\$ 574,491</u>
<u>Funding Source</u>				
CDBG	<u>\$ 562,949</u>	<u>\$ 568,988</u>	<u>\$ 514,172</u>	<u>\$ 574,491</u>

City of Bell Gardens

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

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actuals	Adopted	Estimated	Adopted
Debt Service					
	4609-4010 Bond Principal	420,000	448,000	448,000	477,000
	4609-4020 Bond Interest Expense	142,949	120,988	66,172	97,491
Total	Debt Service	562,949	568,988	514,172	574,491
Total	CDBG-Section 108 Loan Repayment	562,949	568,988	514,172	574,491

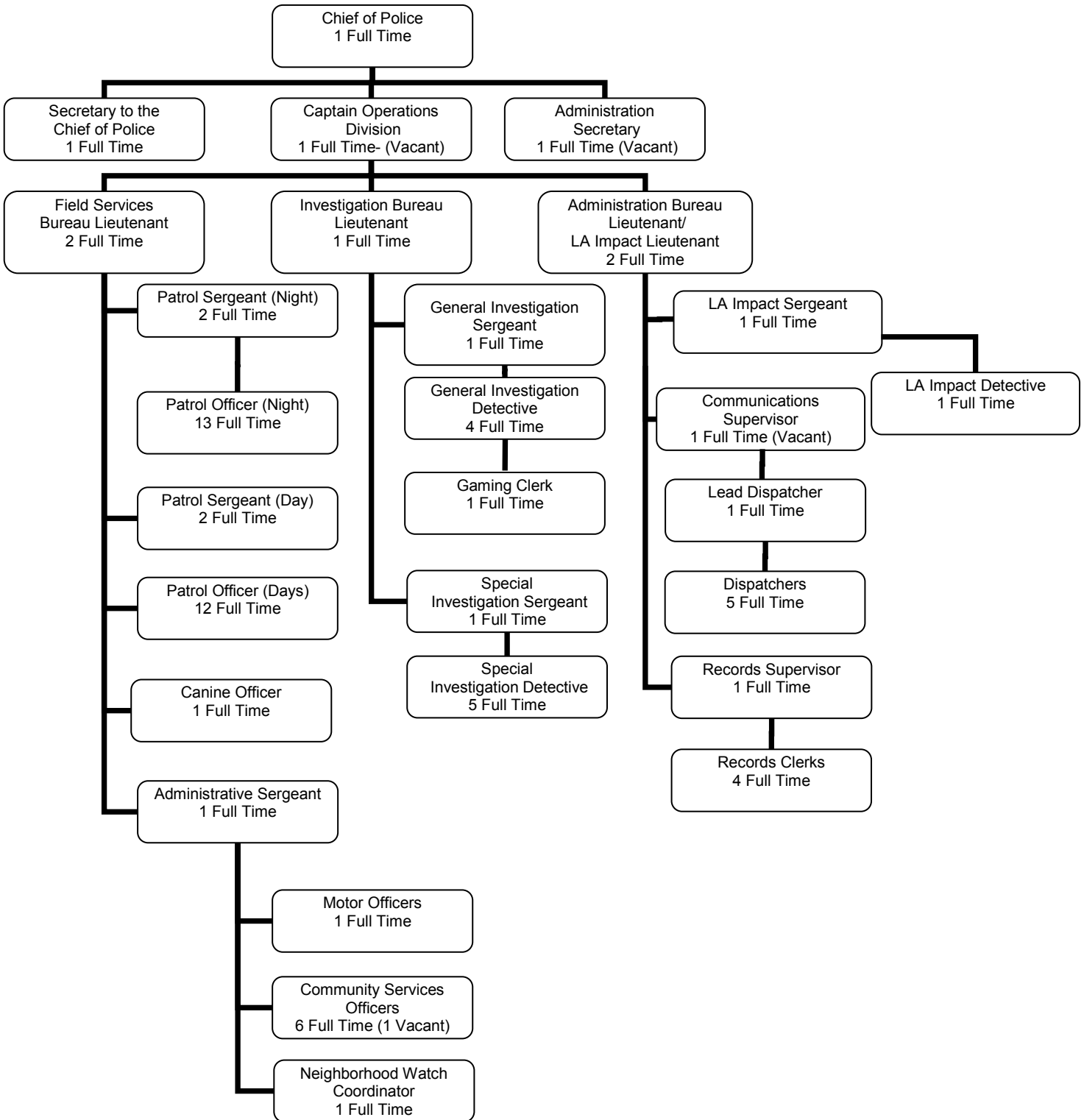
City of Bell Gardens



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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 81 member police department to include 51 sworn members, 16 non-sworn members, and 14 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- FY14-15 Accomplishments

- Awarded a competitive grant in the amount of \$11,960 from the State of California Corrections Program to fund mandated training for our part-time jailer program during FY15-16.
- Received a federal grant in the amount of \$10,225 from the Justice Assistance Program (JAG). These funds will be utilized for information sharing software and technology projects during FY15-16.
- Awarded a grant for U.C. Berkeley's Institute of Transportation Studies to conduct a Traffic Safety Assessment of the City of Bell Gardens. The assessment was completed in June 2015 and provided several recommendations to increase safety in our community.
- Awarded a competitive grant through the California Office of Traffic Safety in the amount of \$53,000 to address bicycle, pedestrian and vehicle safety during FY15-16.
- Awarded funding in the amount of \$41,045 from the State of California PSAP Program to upgrade our 911 playback system and acquire replacement furniture.

City of Bell Gardens

POLICE DEPARTMENT

- Completed the process of implementing an Alarm Management Program that included a change to the City's alarm ordinance. This new system will allow us to effectively administer, track, apply applicable fines, and conduct follow-up on non-paying persons and businesses that have alarm systems.
- 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 upgrades of our network infrastructure and wireless communications to include Dual Authentication that was a Federal Government requirement.
- 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 held at Marlow Park and focused on crime prevention efforts in that area.
- 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 7th 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.
- Our Explorer POST in conjunction with the American Red Cross conducted its second "Neighbors for Neighbors" outreach event addressing fire safety with our residents. Nearly 300 fire alarms were installed in 100 homes during the event.
- Improved our Social Media outreach by implementing our own Police Department application through LogicTree IT that increases our ability to provide important information such as crime or traffic issues in real time to the community.
- Conducted a 3-hour training course for all employees on improving communication and teamwork. This training course was implemented and paid for in partnership with the City's Joint Powers Insurance Authority.

City of Bell Gardens

POLICE DEPARTMENT

Goals/Objectives for FY2015-16

- Conduct a Team Building Workshop (approved by P.O.S.T. in June 2015) to include all members of the police department management team. This workshop will focus on succession planning and a 3-year strategic plan.
- Integrate the Telestaff Timekeeping System with the City's payroll system for greater reporting efficiency.
- Train new jail staff in mandated state corrections requirements utilizing funds in the amount of \$11,960 awarded to the police department.
- Complete construction of enhancements to the police department lobby that began in June 2015 to include changes to the public counter and a private interview room for citizens reporting crime.
- Assign and train a Public Information Officer to handle all media related inquiries.
- Complete implementation of a Citywide Video Monitoring and Surveillance System in and around City parks and facilities. The project began in May 2015 and is expected to be completed by October 15, 2015.
- Explore new grant opportunities to supplement existing technology to include video surveillance, participation in Interoperable Communications Information System (ICIS), Computer-aided Dispatch and Records Management.
- 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.
- Implement the Information Technology Plan developed in conjunction with the FY2015-16 budget to ensure long-term viability of our network infrastructure.

City of Bell Gardens

POLICE DEPARTMENT

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 Lead Dispatcher
- 6 Dispatchers
- 1 Records Supervisor
- 3 Records Clerks
- 1 Administrative Secretary (vacant)

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2015-16**

POLICE DEPARTMENT

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

<u>Expenditures</u>	<u>FY13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 586,743	\$ 457,680	\$ 474,997	\$ 573,484
Maintenance & Supply	80,219	97,500	74,578	72,500
Contractual Services	559,708	641,600	692,731	663,600
Capital Outlay	1,41,746	30,000	-	5,000
Total	<u>\$ 1,368,416</u>	<u>\$ 1,226,780</u>	<u>\$ 1,242,305</u>	<u>\$ 1,314,584</u>
 <u>Funding Source</u>				
General Fund	<u>\$ 1,368,416</u>	<u>\$ 1,226,780</u>	<u>\$ 1,242,305</u>	<u>\$ 1,314,584</u>

City of Bell Gardens

POLICE DEPARTMENT
Police Administration
110-4440

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
		Actual	Adopted	Estimated	Adopted
Personnel Services					
4440-0100	Salaries	336,635	257,898	272,076	326,586
4440-0120	Vacation/Sick Leave Buyout	7,999	8,698	8,469	9,640
4440-0150	Auto/Cell Allowance	3,009	3,000	2,893	3,000
4440-0200	Overtime	1,203	1,000	3,314	1,000
4440-0220	Part-Time	-	-	-	-
4440-0300	Retirement	143,750	111,624	119,014	138,143
4440-0310	Social Security	-	-	-	-
4440-0320	Medicare	5,028	3,909	4,199	4,919
4440-0350	Unemployment	-	628	-	628
4440-0400	Health Insurance	64,905	47,548	45,767	67,077
4440-0420	Workers Comp.	24,214	23,375	19,265	22,490
Total	Personnel Services	586,743	457,680	474,997	573,484
Maintenance & Supply					
4440-1010	Office Supplies	24,734	23,000	23,960	23,000
4440-1100	Medical & First Aid Supplies	549	1,000	998	1,000
4440-1200	Postage	3,539	4,000	4,400	4,000
4440-1300	Reproduction	16,549	14,500	16,685	14,500
4440-1350	Photo Supplies	-	-	-	-
4440-1500	Substation Set-Up & Maint	-	-	-	-
4440-1500	Substation Set-Up & Maint	236	-	-	-
4440-1501	Range Supplies	34,612	55,000	28,535	30,000
4440-1600	Special Supplies	-	-	-	-
Total	Maintenance & Supply	80,219	97,500	74,578	72,500
Contractual Services					
4440-2040	Telephone	10,197	5,000	4,298	5,000
4440-2200	Membership & Dues	4,618	5,600	4,477	5,600
4440-2210	Conf., Meetings, Travel	807	1,000	1,034	1,000
4440-2510	Comm. Equip. Maint. & Repair	5,585	15,000	2,345	5,000
4440-2710	Training	43,692	50,000	28,910	40,000
4440-2800	Contractual Services	98,225	100,000	178,681	142,000
4440-2810	Professional Services	396,584	465,000	472,986	465,000
4440-2811	IT Services	-	-	-	-
Total	Contractual Services	559,708	641,600	692,731	663,600
Capital Outlay					
4440-3050	Furniture & Equipment	141,746	30,000	-	5,000
Total	Capital Outlay	141,746	30,000	-	5,000
Total	Police Administration	1,368,416	1,226,780	1,242,305	1,314,584

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

Two motorcycle officers will be assigned to traffic enforcement and investigations during this budget year. 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 five 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 14 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 the Police Captain 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- FY14-15 Accomplishments

- Reduced Part I crime by 6% over the previous year; this is the fourth consecutive year of a reduction in Part I violent crime and third reduction in the last four years for Part I property crime.
- Implemented a new Senior Officer Program that assigns one senior officer to each patrol shift, responsible for addressing crime and quality of life issues in their assigned geographical area.
- Implemented and began deployment of the Southeast Regional Mental Health Team with Downey, Southgate, Huntington Park, Vernon, Signal Hill, and Bell Police Departments to address prisoner realignment, related homelessness and mental health issues.
- Implemented a pilot project on the use of body cameras for all patrol officers. Tested four different manufacturers and began the process of selection and policy creation.

City of Bell Gardens

POLICE DEPARTMENT

- Seized \$1,065,000 in cash as part of a narcotics investigation during FY13-14; In January 2015, received notice that our request to acquire these funds was approved by DEA, and awaiting disbursement.
- 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.
- Replaced all mobile digital computers (MDC) in patrol vehicles with new Duratech Tablet. Asset forfeiture funds were used to acquire this new technology.
- Placed three new police patrol units in service. These vehicles were the first Ford Explorers to be used by the police department for patrol purposes; Re-design of door graphics.
- Conducted training for all police department personnel on active shooter scenarios at Bell Gardens High School in partnership with southeast area police agencies, Montebello Unified School District, Los Angeles County Fire personnel and other first responders.

Goals/Objectives for FY 2015-16

- Continue to prioritize enforcement efforts utilizing the Southeast Regional Mental Health Team, area AB109 teams, and patrol resources with emphasis on reducing property crimes and assisting homeless affected by mental health issues.
- Reduce the total number of Part I crimes by 5% over the previous year.
- Reduce the number of vehicle and pedestrian collisions each by 10% through education and enforcement, collaboration with Southeast Traffic Safety Coalition (10 LA County police agencies), and utilization of OTS grant funds awarded for FY15-16.
- Complete police academy and field training of two new police officer trainees who will be assigned to field services-patrol support.
- Complete selection, background, and training for one vacant dispatcher and records clerk position.
- Recruit and train part-time jailers to efficiently and safely staff our jail on a 24 hour basis.
- Installation of the EZ Card Kiosk System in the public lobby 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, effective communication, and a table-top disaster exercise.

City of Bell Gardens

POLICE DEPARTMENT

- Review a plan for the redesign and placement of the Communications Center to the upper floor of the police department facility.
- Select and assign two new officers to the traffic unit. Officers will be trained in motorcycle enforcement at some point during the budget year; however, in the interim they will address traffic safety issues relative to the Traffic Safety Assessment and in conjunction with the OTS grant, while operating a marked police vehicle.

Positions

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

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

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2015-16

POLICE DEPARTMENT

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

<u>Expenditures</u>	<u>FY13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 7,800,954	\$ 8,211,172	\$ 8,457,455	\$ 9,239,695
Maintenance & Supply	49,039	56,900	50,529	46,900
Contractual Services	228,125	225,000	263,641	253,000
Total	<u>\$ 8,078,118</u>	<u>\$ 8,493,072</u>	<u>\$ 8,771,625</u>	<u>\$ 9,539,595</u>
<u>Funding Source</u>				
General Fund	<u>\$ 8,078,118</u>	<u>\$ 8,493,072</u>	<u>\$ 8,771,625</u>	<u>\$ 9,539,595</u>

City of Bell Gardens

POLICE DEPARTMENT
Field/Patrol Services
110-4441

	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description	Actual	Adopted	Estimated	Adopted
Personnel Services				
4441-0100 Salaries	3,895,263	4,080,296	4,250,076	4,663,993
4441-0120 Vacation/Sick Leave Buyout	143,948	154,575	162,245	185,890
4441-0150 Auto/Cell Allowance	-	-	-	-
4441-0200 Overtime	626,115	535,000	624,586	545,000
4441-0201 Reimbursable Overtime	-	67,500	-	-
4441-0202 WC Reimbursement	-	-	(10,067)	-
4441-0220 Part Time Employees	-	-	-	-
4441-0300 Retirement	1,796,299	1,839,976	2,029,528	2,272,376
4441-0310 Social Security	129	-	-	-
4441-0320 Medicare	70,158	62,073	78,090	70,996
4441-0350 Unemployment	-	15,838	-	15,329
4441-0400 Health Insurance	917,540	1,004,995	943,492	1,060,097
4441-0420 Workers Comp.	309,032	404,879	334,275	379,593
4441-0500 Uniform Allowance	42,470	46,040	45,230	46,420
Total Personnel Services	7,800,954	8,211,172	8,457,455	9,239,695
Maintenance & Supply				
4441-1500 Prisoner Maintenance-Jail Mgmt	19,782	22,500	22,702	22,500
4441-1600 Special Supplies	-	-	-	-
4441-1700 Uniforms & Prot. Clothing	17,796	20,000	11,737	10,000
4441-1701 Uniforms - Reserve	-	-	-	-
4441-1702 Uniforms - Explorer	571	1,400	1,530	1,400
4441-1800 Small Equip Tools & Hdwr	10,890	13,000	14,561	13,000
Total Maintenance & Supply	49,039	56,900	50,529	46,900
Contractual Services				
4441-2200 Membership & Dues	742	-	40	-
4441-2210 Confernc.Meeting & Travel	-	-	-	-
4441-2300 Vehicle Fuel & Oil	147,266	144,000	139,634	144,000
4441-2310 Vehicle Repair	80,117	81,000	123,966	109,000
Total Contractual Services	228,125	225,000	263,641	253,000
Capital Outlay				
4441-3050 Furniture & Equipment	-	-	-	-
4441-3150 Capital Outlay	-	-	-	-
Total Capital Outlay	-	-	-	-
Total Field/Patrol Services	8,078,118	8,493,072	8,771,625	9,539,595

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.

Investigations Bureau- FY 14-15 Accomplishments

- Received \$93,945 in state funding to cover personnel costs related to AB109 enforcement details.
- Collaborated with surrounding Southeast agencies to conduct several multi-agency gang suppression and parole/probation compliance details that resulted in numerous arrests.
- Received approximately \$240,000 in asset forfeiture funds through our involvement in regional narcotics task forces.

City of Bell Gardens

POLICE DEPARTMENT

- Special Operations Team conducted three successful search warrant operations related to illegal narcotics and one successful operation related to apprehension of a suspect wanted for an attempted murder.

Goals/Objectives for FY2015-16

- Implement an information sharing network utilizing Microsoft SharePoint to improve communication among our personnel. The network will track community policing projects related to the Senior Office Program and Special Investigations Unit, and store information related to areas of mutual interest for department members.
- 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. We are expected to receive approx. \$85,000 in funding for FY15-16.
- Continue specialized training needed for the police department's Special Operations Team (SOT), and utilize team to target high risk offenders of illegal narcotics and violent crime.

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 2015-16

POLICE DEPARTMENT

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

<u>Expenditures</u>	<u>FY13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 2,458,577	\$ 2,691,910	\$ 2,768,990	\$ 2,883,674
Maintenance & Supply	19,735	27,500	6,543	27,500
Contractual Services	(1,071)	-	-	-
Total	<u>\$ 2,477,241</u>	<u>\$ 2,719,410</u>	<u>\$ 2,775,533</u>	<u>\$ 2,911,174</u>
 <u>Funding Source</u>				
General Fund	<u>\$ 2,477,241</u>	<u>\$ 2,719,410</u>	<u>\$ 2,775,533</u>	<u>\$ 2,911,174</u>

City of Bell Gardens

POLICE DEPARTMENT
Investigative Services
110-4444

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4444-0100	Salaries	1,311,299	1,432,347	1,395,738	1,558,263
4444-0120	Vacation/Sick Leave Buyout	33,353	32,968	30,297	34,389
4444-0150	Auto/Cell Allowance	-	-	-	-
4444-0200	Overtime	200,368	180,000	190,000	-
4444-0201	Reimbursable Overtime	-	22,500	171,951	198,000
4444-0220	Part-Time	-	-	-	-
4444-0300	Retirement	435,084	475,812	486,485	545,526
4444-0310	Social Security	-	-	-	-
4444-0320	Medicare	23,004	21,446	24,613	23,292
4444-0350	Unemployment	1,422	6,770	31,435	6,651
4444-0400	Health Insurance	361,090	397,967	334,947	411,406
4444-0420	Workers Comp.	80,827	108,390	85,821	92,467
4444-0500	Uniform Allowance	12,130	13,710	17,704	13,680
Total	Personnel Services	2,458,577	2,691,910	2,768,990	2,883,674
Maintenance & Supply					
4444-1800	Small Equip Tools & Hdwr	1,448	2,500	408	2,500
4444-1970	Community Policing Prgm Supls	3,249	5,000	5,283	5,000
4444-1980	Special Investigation	15,038	20,000	852	20,000
Total	Maintenance & Supply	19,735	27,500	6,543	27,500
Contractual Services					
4444-2200	Membership & Dues	-	-	-	-
4444-2710	Training	(1,071)	-	-	-
4444--2710	Training	-	-	-	-
Total	Contractual Services	(1,071)	-	-	-
Capital Outlay					
4444-3050	Furniture & Equipment	-	-	-	-
4444-3150	Other Equip (Cap Outlay)	-	-	-	-
Total	Capital Outlay	-	-	-	-
Total	Operations	2,477,241	2,719,410	2,775,533	2,911,174

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2015-16

POLICE DEPARTMENT

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

<u>Expenditures</u>	<u>FY13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 236,219	\$ 283,250	\$ 260,094	\$ 283,250
Contractual Services	-	-	-	-
Total	<u>\$ 236,219</u>	<u>\$ 283,250</u>	<u>\$ 260,094</u>	<u>\$ 283,250</u>
 <u>Funding Source</u>				
Public Safety Augmentation	<u>\$ 236,219</u>	<u>\$ 283,250</u>	<u>\$ 260,094</u>	<u>\$ 283,250</u>

City of Bell Gardens

POLICE DEPARTMENT
Public Safety Augmentation Fund
151-4444

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actual	Adopted	Estimated	Requested
Personnel Services					
4444-0200	Overtime	10	-	-	-
4444-0220	Part-time	208,156	250,000	234,446	250,000
4444-0300	Retirement	5,973	15,625	9,506	15,625
4444-0310	Social Security	5,485	-	-	-
4444-0320	Medicare	3,364	3,625	3,400	3,625
4444-0350	Unemployment	3,790	4,000	-	4,000
4444-0420	Workers Compensation	9,441	10,000	9,542	10,000
Total	Personnel Services	236,219	283,250	256,894	283,250
Contractual Services					
4444-2720	Standards and Training for Corrections	-	-	3,200	-
4444-2800	Contractual Services	-	-	-	-
Total	Contractual Services	-	-	3,200	-
Capital Outlay					
4444-3050	Furniture & Equipment	-	-	-	-
4444-3150	Other Equip (Cap Outlay)	-	-	-	-
Total	Capital Outlay	-	-	-	-
Total	Public Safety Augmentation Fund	236,219	283,250	260,094	283,250

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2015-16

POLICE DEPARTMENT

Division: Operations
Fund Name: SLESF
Fund – 152
Division No. 4900

<u>Expenditures</u>	<u>FY13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Operating Transfer to 151	\$ 100,174	\$ 100,000	\$ 100,000	\$ 169,640
Total	<u>\$ 100,174</u>	<u>\$ 100,000</u>	<u>\$ 100,000</u>	<u>\$ 169,640</u>
 <u>Funding Source</u>				
SLESF	<u>\$ 100,174</u>	<u>\$ 100,000</u>	<u>\$ 100,000</u>	<u>\$ 169,640</u>

City of Bell Gardens

**POLICE DEPARTMENT
SLESF
152-4900**

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
		Actual	Adopted	Estimated	Adopted
	Operating Transfer to 151	100,174	100,000	100,000	169,640
Total	SLESF	<u>100,174</u>	<u>100,000</u>	<u>100,000</u>	<u>169,640</u>

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2015-16

POLICE DEPARTMENT

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

<u>Expenditures</u>	<u>FY13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 8,598	\$ 10,000	\$ 13,142	\$ -
Contractual Services	8,894	-	-	-
Transfers Out/Furniture	-	-	-	-
Total	<u>\$ 17,492</u>	<u>\$ 10,000</u>	<u>\$ 13,142</u>	<u>\$ -</u>
 <u>Funding Source</u>				
ABC Grant	<u>\$ 17,492</u>	<u>\$ 10,000</u>	<u>\$ 13,142</u>	<u>\$ -</u>

City of Bell Gardens

**POLICE DEPARTMENT
ABC Grant Fund
154-4444**

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
		Actual	Adopted	Estimated	Adopted
	Personnel Services				
	4444-0200 Overtime	8,598	10,000	-	-
	4444-0201 Reimbursable Overtime	-	-	13,142	-
Total	Personnel Services	8,598	10,000	13,142	-
	Contractual Services				
	4444-1000 Maintenance and Supplies	-	-	-	-
	4444-2710 Training	-	-	-	-
	4444-2800 Contractual Services	8,894	-	-	-
Total	Contractual Services	8,894	-	-	-
	Furniture and Equipment				
	154-4444-3050 Furniture and Equipment	-	-	-	-
Total	Furniture and Equipment	-	-	-	-
	Transfers Out				
	4900-9110 Transfer to General Fund	-	-	-	-
	4900-9998 Contributions to Other Funds	-	-	-	-
Total	ABC Grant Fund	17,492	10,000	13,142	-

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2015-16

POLICE DEPARTMENT

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

<u>Expenditures</u>	<u>FY13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Capital Outlay	\$ 14,734	\$ -	\$ -	\$ 50,000
Total	<u>\$ 14,734</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 50,000</u>
<u>Funding Source</u>				
2008 State Homeland	<u>\$ 14,734</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 50,000</u>

City of Bell Gardens

POLICE DEPARTMENT
2008 State Homeland Security Grant Fund
155-4444

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
		Actual	Adopted	Estimated	Adopted
	Capital Outlay				
	4444-3150 Other Equip (Cap Outlay)	14,734	-	-	50,000
Total	Capital Outlay	14,734	-	-	50,000
Total	2008 State Homeland Security Grant Fund	<u>14,734</u>	<u>-</u>	<u>-</u>	<u>50,000</u>

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2015-16**

POLICE DEPARTMENT

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

<u>Expenditures</u>	<u>FY13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Contractual Service	\$ 23,806	\$ -	\$ -	\$ -
Capital Outlay	44,001	15,000	15,000	15,000
Total	<u>\$ 67,807</u>	<u>\$ 15,000</u>	<u>\$ 15,000</u>	<u>\$ 15,000</u>
 <u>Funding Source</u>				
JAG Grants	<u>\$ 67,807</u>	<u>\$ 15,000</u>	<u>\$ 15,000</u>	<u>\$ 15,000</u>

City of Bell Gardens

POLICE DEPARTMENT
JAG Grants
171-4446/4447

	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	Actual	Adopted	Estimated	Adopted
Contractual Services				
171-4447-0220 Part-Time	23,806	-	-	-
171-4447-2710 Training	-	-	-	-
Total Contractual Services	23,806	-	-	-
Capital Outlay				
4446-3150 Other Equipment (Capital Outlay)	-	-	-	-
4447-3150 Other Equipment (Capital Outlay)	44,001	15,000	15,000	15,000
Total Capital Outlay	44,001	15,000	15,000	15,000
Total JAG Grants	67,807	15,000	15,000	15,000

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2015-16

POLICE DEPARTMENT

Division: Administration
 Fund Name: Asset Seizure & Forfeiture
 Fund – 830
 Division No. 4444/4777

<u>Expenditures</u>	<u>FY13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Contractual Services	\$ 57,302	\$ 120,000	\$ 60,930	\$ 58,500
Capital Outlay	125,860	370,000	179,708	249,000
CIP	-	-	2,130	67,500
Total	<u>\$ 183,162</u>	<u>\$ 490,000</u>	<u>\$ 242,768</u>	<u>\$ 375,000</u>
<u>Funding Source</u>				
Asset Seizure & Forfeiture	<u>\$ 183,162</u>	<u>\$ 490,000</u>	<u>\$ 242,768</u>	<u>\$ 375,000</u>

City of Bell Gardens

POLICE DEPARTMENT
Asset Seizure & Forfeiture Fund
830-4444/4777

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
		Actual	Adopted	Estimated	Adopted
Contractual Services					
	4444-0200 Overtime	-	25,000	-	-
	4444-0201 Reimbursable Overtime	-	-	25,285	10,000
	4444-2710 Training	41,520	25,000	18,555	20,000
	4444-2800 Contractual Services	15,782	70,000	17,091	28,500
Total	Contractual Services	57,302	120,000	60,930	58,500
Capital Outlay					
	4444-1800 Small Equipment & Hardware	-	20,000	-	40,000
	4444-3050 Furniture & Equipment	109,815	150,000	157,393	35,000
	4444-3150 Other Equip (Cap Outlay)	16,045	200,000	22,315	174,000
Total	Capital Outlay	125,860	370,000	179,708	249,000
	4777-0000 Unprogrammed CIP	-	-	-	27,500
	4777-3834 PD Lobby and Interview Room	-	-	2,130	40,000
	Total CIP	-	-	2,130	67,500
Total	Asset Seizure & Forfeiture Fund	183,162	490,000	242,768	375,000

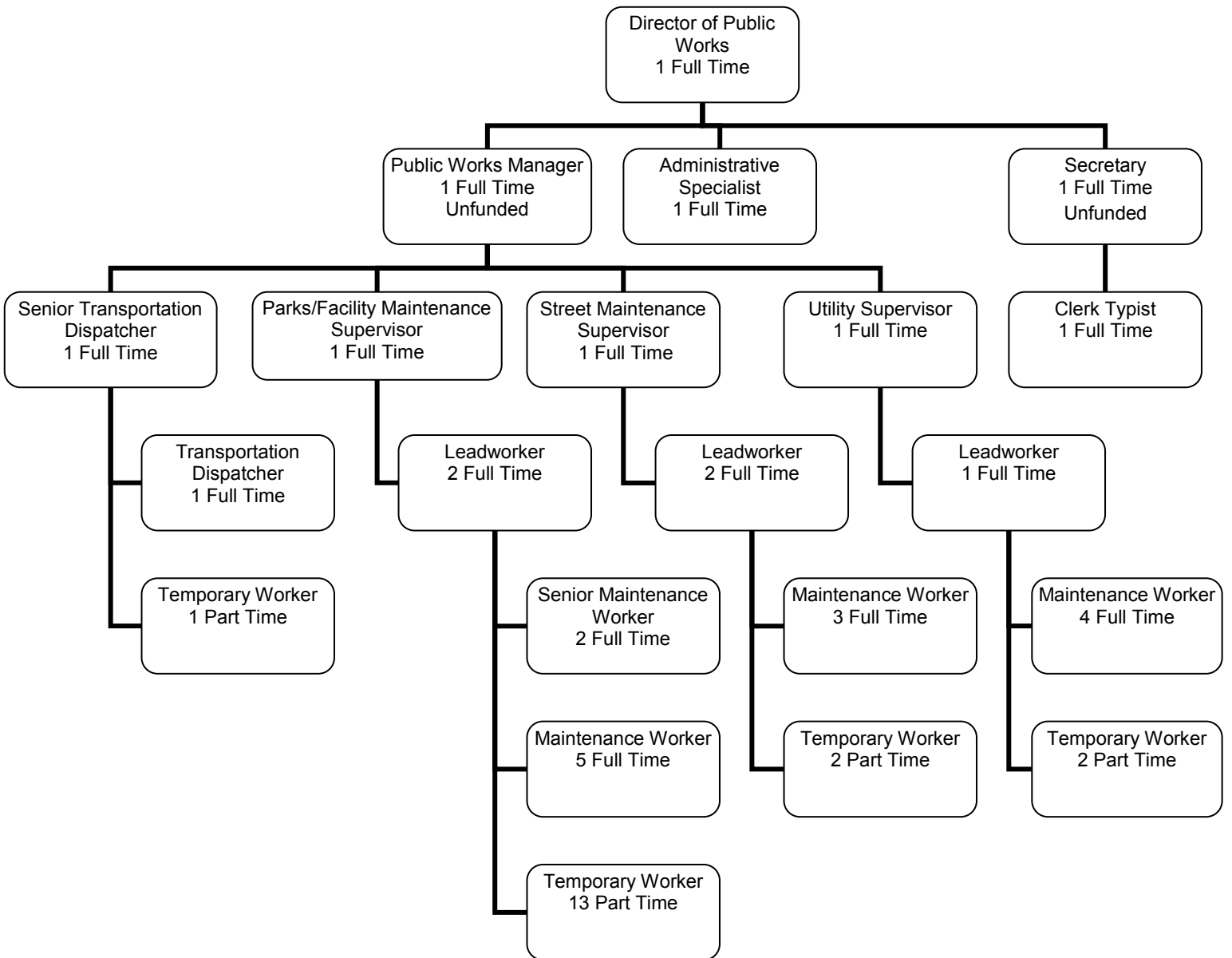
City of Bell Gardens



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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 2015-16**

PUBLIC WORKS

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 38,862	\$ 45,199	\$ 31,091	\$ 45,467
Maintenance & Supply	6,484	8,000	6,421	8,000
Contractual Services	246,293	225,175	277,068,	250,000
Capital Outlay	3,855	500	500	500
Total	<u>\$ 295,494</u>	<u>\$ 278,874</u>	<u>\$ 315,080</u>	<u>\$ 303,967</u>
 <u>Funding Source</u>				
General Fund	<u>\$ 295,494</u>	<u>\$ 278,874</u>	<u>\$ 315,080</u>	<u>\$ 303,967</u>

City of Bell Gardens

**Public Works
General Fund
Street Maintenance
110-4550**

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actuals	Adopted	Estimated	Adopted
Personnel Services					
4550-0100	Salaries	18,291	18,242	18,725	19,161
4550-0120	Vacation/Sick Leave Buyouts	333	333	344	351
4550-0150	Auto/Cell Allowance	-	-	-	-
4550-0200	Overtime	59	500	35	500
4550-0220	Part-time	4,801	14,200	1,180	14,200
4550-0300	Retirement	3,015	3,168	3,366	3,864
4550-0310	Social Security	267	888	-	500
4550-0320	Medicare	342	269	296	283
4550-0350	Unemployment	3,989	119	-	119
4550-0400	Health Insurance	6,825	6,604	6,335	5,826
4550-0420	Workers Comp	940	876	810	662
Total	Personnel Services	38,862	45,199	31,091	45,467
Maintenance & Supply					
4550-1010	Office Supplies	5,828	7,500	5,885	7,500
4550-1200	Postage	656	500	536	500
Total	Maintenance & Supply	6,484	8,000	6,421	8,000
Contractual Services					
4550-2040	Telephone	-	-	-	-
4550-2200	Membership & Dues	465	75	-	-
4550-2210	Conf., Meetings, Travel	582	1,000	612	1,000
4550-2400	Prop. & Liability Insur	-	-	-	-
4550-2710	Training	-	-	-	-
4550-2800	Contractual Services	210,521	224,100	276,456	249,000
4550-2810	Professional Services	34,725	-	-	-
Total	Contractual Services	246,293	225,175	277,068	250,000
Capital Outlay					
4550-3050	Other Equip (Cap Outlay)	-	-	500	500
Total	Capital Outlay	-	-	500	500
Capital Outlay					
4550-3150	Other Equip (Cap Outlay)	3,855	500	-	-
Total	Capital Outlay	3,855	500	-	-
Total	Street Maintenance	295,494	278,874	315,080	303,967

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2015-16**

PUBLIC WORKS

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 568,097	\$ 580,0176	\$ 518,125	\$ 618,247
Maintenance & Supply	100,862	105,700	80,781	107,700
Contractual Services	426,922	482,940	439,788	556,600
Capital Outlay	1,000	10,000	10,000	10,000
Total	<u>\$ 1,096,881</u>	<u>\$ 1,178,656</u>	<u>\$ 1,048,705</u>	<u>\$ 1,292,547</u>
<u>Funding Source</u>				
Gas Tax	<u>\$ 1,096,881</u>	<u>\$ 1,178,656</u>	<u>\$ 1,048,705</u>	<u>\$ 1,292,547</u>

City of Bell Gardens

**Public Works
Gas Tax Fund
Street Maintenance Division
210-4550**

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actuals	Adopted	Estimated	Adopted
Personnel Services					
4550-0100	Salaries	340,541	336,447	319,999	362,188
4550-0120	Vacation/Sick Leave Buyouts	3,900	3,756	4,523	4,889
4550-0150	Auto/Cell Allowance	2,526	2,520	2,341	2,621
4550-0200	Overtime	9,066	8,000	8,255	10,000
4550-0210	Standby	2,106	3,100	2,239	3,100
4550-0220	Part-time	26,704	35,000	8,456	35,000
4550-0300	Retirement	54,233	58,431	54,552	71,462
4550-0310	Social Security	965	2,188	1,000	1,000
4550-0320	Medicare	4,646	4,475	4,508	4,736
4550-0350	Unemployment	-	1,934	2,000	1,961
4550-0400	Health Insurance	107,734	106,914	95,992	107,659
4550-0420	Workers Comp	14,570	16,149	13,238	12,512
4550-0500	Uniform/Boot Allowance	1,106	1,102	1,022	1,119
Total	Personnel Services	568,097	580,016	518,125	618,247
Maintenance & Supply					
4550-1050	Publications	183	200	200	200
4550-1100	Med & First Aid Supplies	425	500	-	500
4550-1350	Photo Supplies	-	100	-	100
4550-1600	Special Supplies	3,859	5,500	2,531	5,500
4550-1610	Street Supplies	86,356	90,000	71,080	90,000
4550-1700	Uniforms & Prot Clothing	3,231	3,400	-	4,400
4550-1800	Small Equip Tools & Hdwr	6,808	6,000	6,971	7,000
Total	Maintenance & Supply	100,862	105,700	80,781	107,700
Contractual Services					
4550-2010	Electric	42,339	47,000	45,804	47,000
4550-2040	Telephone	-	-	-	-
4550-2100	Equipment Rental	1,096	1,500	-	1,500
4550-2160	Mileage Reimbursement	-	-	-	-
4550-2200	Membership & Dues	541	800	543	800
4550-2210	Conf., Meetings, Travel	1,374	2,000	810	2,000
4550-2300	Vehicle Fuel & Oil	20,949	20,000	14,186	20,000
4550-2310	Vehicle Repair	9,277	10,000	16,033	14,300
4550-2320	Vehicle Tires	1,808	2,000	1,703	4,000
4550-2500	Gen Equip. Maint. & Repair	2,664	3,000	3,788	3,000
4550-2510	Comm Equip. Maint. & Repair	496	500	-	1,000
4550-2710	Training	397	1,000	220	1,000
4550-2800	Engineering	28,493	27,000	18,549	39,000
4550-2810	Professional Services	228,098	283,000	202,959	283,000
4550-2840	Signal Services	90,648	85,140	135,194	140,000
4550-2999	Miscellaneous	-	-	-	-
		(1,258)			
Total	Contractual Services	426,922	482,940	439,788	556,600
Capital Outlay					
4550-3150	Other Equip (Cap Outlay)	1,000	10,000	10,010	10,000
Total	Capital Outlay	1,000	10,000	10,010	10,000
Total	Gas Tax Fund-Street Maintenance	1,096,881	1,178,656	1,048,705	1,292,547

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 Public Works Manager*
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 2015-16

PUBLIC WORKS

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 1,057,457	\$ 1,054,597	\$ 1,039,586	\$ 1,108,033
Maintenance & Supply	214,388	172,800	210,296	196,300
Contractual Services	898,450	862,200	830,713	917,200
Capital Outlay	3,798	136,000	42,913	226,500
Total	\$ 2,174,093	\$ 2,225,597	\$ 2,123,509	\$ 2,448,033
 <u>Funding Source</u>				
General Fund	\$ 2,174,093	\$ 2,225,597	\$ 2,123,509	\$ 2,448,033

City of Bell Gardens

**Public Works
General Fund
Park & Facility Maintenance
110-4551**

Account Number/Description		FY 2013-14 Actuals	FY 2014-15 Adopted	FY 2014-15 Estimated	FY 2015-16 Adopted
Personnel Services					
4551-0100	Salaries	526,626	532,692	517,672	563,746
4551-0120	Vacation/Sick Leave Buyout	6,630	6,620	7,297	7,493
4551-0150	Auto/Cell Allowance	900	1,080	895	1,120
4551-0200	Overtime	18,222	20,000	16,997	20,000
4551-0210	Standby	5,511	5,000	5,494	5,500
4551-0220	Part-Time	173,727	164,000	173,574	175,000
4551-0300	Retirement	102,599	92,512	107,759	110,530
4551-0310	Social Security	2,064	10,250	684	8,265
4551-0320	Medicare	9,685	7,253	10,018	7,633
4551-0350	Unemployment	2,592	3,272	974	3,282
4551-0400	Health Insurance	178,746	184,265	168,163	183,898
4551-0420	Workers Comp.	28,143	25,569	28,055	19,476
4551-0500	Uniform/Boot Allowance	2,012	2,084	2,004	2,091
Total	Personnel Services	1,057,457	1,054,597	1,039,586	1,108,033
Maintenance & Supply					
4551-1030	Custodial Supplies	41,053	40,000	46,151	40,000
4551-1050	Publications	130	400	149	-
4551-1100	Med & First Aid Supplies	989	1,000	585	1,000
4551-1300	Reproduction	4,464	4,500	4,417	4,500
4551-1600	Special Supplies	42,436	37,400	42,628	37,800
4551-1700	Uniforms & Prot. Clothing	2,895	6,000	3,865	6,000
4551-1800	Small Equip Tools & Hdwr	17,820	14,000	22,501	17,000
4551-1900	Facility Main. (in-house)	104,601	69,500	90,000	90,000
Total	Maintenance & Supply	214,388	172,800	210,296	196,300
Contractual Services					
4551-2010	Electric	295,586	290,000	323,940	320,000
4551-2020	Natural Gas	7,124	6,500	6,985	6,500
4551-2030	Water	338,200	325,000	278,218	325,000
4551-2040	Telephone	7,692	9,000	6,606	9,000
4551-2100	Equipment Rental	904	1,000	997	1,000
4551-2200	Membership & Dues	1,000	1,000	507	1,000
4551-2210	Conf., Meetings, Travel	419	500	-	500
4551-2300	Vehicle Fuel & Oil	20,090	22,000	15,255	22,000
4551-2310	Vehicle Repair	10,260	11,000	5,055	11,000
4551-2320	Vehicle Tires	2,067	2,700	3,146	2,700
4551-2500	Gen.Equip.Maint.& Repair	20,709	20,000	24,108	15,000
4551-2510	Comm Equip Maint & Repair	-	-	-	-
4551-2600	Facility Main. (contract)	-	-	-	5,000
4551-2710	Training	208	500	105	500
4551-2800	Contractual Services	194,191	170,988	165,790	198,000
Total	Contractual Services	898,450	860,188	830,713	917,200
Capital Outlay					
4551-3050	Furniture & Equipment	998	2,012	2,012	-
4551-3150	Other Equip (Cap Outlay)	2,800	3,000	-	33,500
4551-3500	Capital Improvement	-	133,000	40,901	193,000
Total	Capital Outlay	3,798	138,012	42,913	226,500
Total	Park & Facility Maintenance	2,174,093	2,225,597	2,123,509	2,448,033

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 2015-16

PUBLIC WORKS

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Maintenance & Supply	\$ 7,372	\$ 8,250	\$ 9,356	\$ 8,500
Contractual Services	238,677	297,250	292,189	373,350
Total	<u>\$ 246,049</u>	<u>\$ 305,500</u>	<u>\$ 301,545</u>	<u>\$ 381,850</u>
 <u>Funding Source</u>				
General Fund	<u>\$ 246,049</u>	<u>\$ 305,500</u>	<u>\$ 301,545</u>	<u>\$ 381,850</u>

City of Bell Gardens

Public Works
 General Fund
 Landscape Maintenance
 110-4554

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actuals	Adopted	Estimated	Adopted
Maintenance & Supply					
4554-1050	Publications	183	250	211	500
4554-1600	Special Supplies	-	-	-	-
4554-1800	Small Equip Tools & Hardware	7,189	8,000	9,145	8,000
Total	Maintenance & Supply	7,372	8,250	9,356	8,500
Contractual Services					
4554-2010	Electric	15,455	18,000	31,988	30,000
4554-2030	Water	78,677	91,000	60,597	91,000
4554-2200	Membership & Dues	230	200	175	800
4554-2300	Vehicle Fuel & Oil	-	-	-	-
4554-2310	Vehicle Repair	453	500	-	500
4554-2320	Vehicle Tires	1,278	1,300	-	1,300
4554-2710	Training	440	250	293	550
4554-2800	Contractual Services	142,144	186,000	199,136	249,200
Total	Contractual Services	238,677	297,250	292,189	373,350
Total	Landscape Maintenance	246,049	305,500	301,545	381,850

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2015-16**

PUBLIC WORKS

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 314,739	\$ 329,906	\$ 316,453	\$ 340,918
Maintenance & Supply	28,341	32,100	37,004	35,300
Contractual Services	45,122	43,750	41,237	44,500
Capital Outlay	5,776	5,800	5,776	11,200
Total	<u>\$ 393,978</u>	<u>\$ 411,556</u>	<u>\$ 400,470</u>	<u>\$ 431,918</u>
 <u>Funding Source</u>				
General Fund	<u>\$ 393,978</u>	<u>\$ 411,556</u>	<u>\$ 400,470</u>	<u>\$ 431,918</u>

City of Bell Gardens

Public Works
General Fund
Litter Abatement
110-4555

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actuals	Adopted	Estimated	Adopted
Personnel Services					
4555-0100	Salaries	194,677	200,984	196,356	210,482
4555-0120	Vacation/Sick Leave Buyouts	2,167	2,181	2,638	2,527
4555-0200	Overtime	5,712	4,000	6,762	4,000
4555-0210	Standby	2,008	3,000	2,450	3,000
4555-0220	Part-Time	16	-	-	-
4555-0300	Retirement	31,123	34,905	31,715	40,318
4555-0310	Social Security	1	-	-	-
4555-0320	Medicare	2,949	2,958	3,014	3,011
4555-0350	Unemployment	-	1,325	-	1,325
4555-0400	Health Insurance	67,380	70,059	64,896	68,140
4555-0420	Workers Comp.	7,924	9,647	7,797	7,271
4555-0500	Uniform/Boot Allowance	782	847	824	844
Total	Personnel Services	314,739	329,906	316,453	340,918
Maintenance & Supply					
4555-1350	Photo Supplies	543	500	-	700
4555-1620	Graffiti Abatement Supply	26,636	29,000	35,142	32,000
4555-1700	Uniforms & Prot. Clothing	447	1,600	1,205	1,600
4555-1800	Small Equip Tools & Hdwr	715	1,000	657	1,000
4555-1900	Facility Maint.(In-House)	-	-	-	-
4555-1900	Facility Maintenance (In-House)	-	-	-	-
Total	Maintenance & Supply	28,341	32,100	37,004	35,300
Contractual Services					
4555-2300	Vehicle Fuel & Oil	23,891	23,000	22,070	23,000
4555-2310	Vehicle Repair	11,224	11,000	9,852	11,000
4555-2320	Vehicle Tires	500	500	1,000	500
4555-2500	Gen.Equip.Maint.& Repair	2,987	3,000	2,401	3,000
4555-2510	Comm Equip Maint & Repair	60	250	-	-
4555-2710	Training	-	-	-	-
4555-2800	Contractual Services	6,460	6,000	5,914	7,000
4555-2859	Misc. Expense	-	-	-	-
Total	Contractual Services	45,122	43,750	41,237	44,500
Capital Outlay					
4555-3150	Other Equip (Cap Outlay)	5,776	5,800	5,776	11,200
Total	Capital Outlay	5,776	5,800	5,776	11,200
Total	Litter Abatement	393,978	411,556	400,470	431,918

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 2015-16**

PUBLIC WORKS

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 56,575	\$ 60,155	\$ 57,159	\$ 57,313
Contractual Services	1,915,965	1,876,000	1,894,427	2,169,000
Total	<u>\$ 1,972,540</u>	<u>\$ 1,936,155</u>	<u>\$ 1,951,586</u>	<u>\$ 2,226,313</u>
 <u>Funding Source</u>				
Residential Waste Management	<u>\$ 1,972,540</u>	<u>\$ 1,936,155</u>	<u>\$ 1,951,586</u>	<u>\$ 2,226,313</u>

City of Bell Gardens

Public Works

Residential Waste Mgmt Franchise Fund

Residential Waste Mgmt.

240-4570

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actuals	Adopted	Estimated	Adopted
Personnel Services					
4570-0100	Salaries	36,698	38,589	37,030	37,191
4570-0120	Vacation/Sick Leave Buyouts	285	324	593	621
4570-0150	Auto/Cell Allowance	2,153	1,800	1,679	1,740
4570-0200	Overtime	69	-	246	-
4570-0300	Retirement	6,050	6,702	6,497	7,500
4570-0320	Medicare	569	489	501	518
4570-0350	Unemployment	-	157	-	141
4570-0400	Health Insurance	9,258	10,212	9,080	8,297
4570-0420	Workers Comp	1,493	1,852	1,503	1,285
4570-0500	Uniform/Boot Allowance	-	30	30	20
Total	Personnel Services	56,575	60,155	57,159	57,313
Contractual Services					
4570-2800	Contractual Services	1,895,557	1,856,000	1,873,843	2,149,000
4570-2810	Professional Services	20,584	20,000	20,584	20,000
4570-2999	Miscellaneous	(176)	-	-	-
Total	Contractual Services	1,915,965	1,876,000	1,894,427	2,169,000
Total	Residential Waste Mgmt.	<u>1,972,540</u>	<u>1,936,155</u>	<u>1,951,586</u>	<u>2,226,313</u>

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2015-16**

PUBLIC WORKS

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 281,669	\$ 114,580	\$ 137,094	\$ 152,504
Maintenance & Supply	104	-	-	500
Contractual Services	86,312,	135,000	159,322	139,000
Capital Outlay	-	-	1,379	-
Total	<u>\$ 368,085</u>	<u>\$ 249,580</u>	<u>\$ 297,796</u>	<u>\$ 292,004</u>
<u>Funding Source</u>				
Industrial Waste Management	<u>\$ 368,085</u>	<u>\$ 249,580</u>	<u>\$ 297,796</u>	<u>\$ 292,004</u>

City of Bell Gardens

Public Works
Waste Hauler Mgmt Franchise Fund
Waste Management Services
250-4570

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actuals	Adopted	Estimated	Adopted
Personnel Services					
4570-0100	Salaries	136,972	38,589	47,773	60,756
4570-0120	Vacation/Sick Leave Buyouts	1,437	324	593	621
4570-0150	Auto/Cell Allowance	3,044	1,800	1,877	2,140
4570-0200	Overtime	3,832	4,500	328	4,500
4570-0210	Standby	251	200	-	200
4570-0220	Part-time	57,167	46,800	56,713	54,000
4570-0300	Retirement	22,264	6,702	11,728	12,253
4570-0310	Social Security	1,675	2,925	-	-
4570-0320	Medicare	2,087	489	1,530	866
4570-0350	Unemployment	5,310	157	-	246
4570-0400	Health Insurance	39,804	10,212	12,143	14,737
4570-0420	Workers Comp	7,526	1,852	4,379	2,099
4570-0500	Uniform/Boot Allowance	300	30	30	87
Total	Personnel Services	281,669	114,580	137,094	152,504
Maintenance & Supply					
4570-1200	Postage	104	-	-	500
Total	Maintenance & Supply	104	-	-	500
Contractual Services					
4570-2800	Contractual Services	86,592	135,000	159,322	139,000
4570-2810	Professional Services	-	-	-	-
4570-2999	Miscellaneous	(280)	-	-	-
Total	Contractual Services	86,312	135,000	159,322	139,000
Capital Outlay					
4570-3150	Other Equipment	-	-	-	-
4570-3150	Service Refunds	-	-	1,379	-
Total	Capital Outlay	-	-	1,379	-
Total	Waste Hauler Mgmt.Fd-Waste Mgmt Services	368,085	249,580	297,796	292,004

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2015-16

PUBLIC WORKS

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 2,153	\$ 1,794	\$ 1,816	\$ 1,764
Contractual Services	9,877	12,000	10,903	12,000
Total	<u>\$ 12,030</u>	<u>\$ 13,794</u>	<u>\$ 12,719</u>	<u>\$ 13,764</u>
<u>Funding Source</u>				
Used Oil Recycling Grant	<u>\$ 12,030</u>	<u>\$ 13,794</u>	<u>\$ 12,719</u>	<u>\$ 13,764</u>

City of Bell Gardens

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

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actuals	Adopted	Estimated	Adopted
Personnel Services					
5270-0100	Salaries	1,208	1,205	1,237	1,266
5270-0120	Vacation/Sick Leave Buyouts	22	22	23	23
5270-0150	Auto Allowance	-	-	-	-
5270-0200	Overtime	372	-	5	-
5270-0220	Part-Time	-	-	-	-
5270-0300	Retirement	199	209	218	255
5270-0310	Social Security	-	-	-	-
5270-0320	Medicare	18	18	18	19
5270-0350	Unemployment	-	6	-	6
5270-0400	Health Insurance	285	276	264	150
5270-0420	Workers Comp.	49	58	51	44
5270-0500	Uniform/Boot Allowance	-	-	-	-
Total	Personnel Services	2,153	1,794	1,816	1,764
Maintenance & Supply					
5270-1800	Small Equip Tools & Hardware	-	-	-	-
Total	Maintenance & Supply	-	-	-	-
Contractual Services					
5270-2070	General Promotion	-	1,000	-	1,000
5270-2210	Conference and Travel	821	2,000	-	2,000
5270-2800	Contractual Services	9,100	9,000	10,903	9,000
5270-2999	Miscellaneous	(44)	-	-	-
Total	Contractual Services	9,877	12,000	10,903	12,000
Total	Used Oil Recycling Grant-Waste Mgmt. Svcs.	12,030	13,794	12,719	13,764

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2015-16

PUBLIC WORKS

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Maintenance & Supply	\$ -	\$ 500	\$ -	\$ 500
Contractual Services	-	2,000	-	2,000
Capital Outlay	-	-	-	4,000
Total	<u>\$ -</u>	<u>\$ 2,500</u>	<u>\$ -</u>	<u>\$ 6,500</u>
 <u>Funding Source</u>				
Beverage Container Recycling	<u>\$ -</u>	<u>\$ 2,500</u>	<u>\$ -</u>	<u>\$ 6,500</u>

City of Bell Gardens

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

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actuals	Adopted	Estimated	Adopted
	Maintenance & Supply				
	5270-1600 Special Supplies	-	500	-	500
Total	Maintenance & Supply	-	500	-	500
	Contractual Services				
	5270-2800 Contractual Services	-	2,000	-	2,000
Total	Contractual Services	-	2,000	-	2,000
	Capital Outlay				
	5270-3050 Equipment	-	-	-	4,000
Total	Capital Outlay	-	-	-	4,000
Total	Beverage Container Recycling-Waste Mgmt. Svcs.	-	2,500	-	6,500

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 2015-16

PUBLIC WORKS

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 193,889	\$ 196,691	\$ 203,559	\$ 215,680
Maintenance & Supply	2,175	2,800	1,749	2,800
Contractual Services	620,820	668,675	651,399	668,675
Capital Outlay	329	-	-	-
Total	\$ 817,213	\$ 868,166	\$ 856,708	\$ 834,080
 <u>Funding Source</u>				
Proposition A Sales Tax	\$ 817,213	\$ 868,166	\$ 856,708	\$ 834,080

City of Bell Gardens

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

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actuals	Adopted	Estimated	Adopted
Personnel Services					
4665-0100	Salaries	113,733	114,782	119,224	126,538
4665-0120	Vacation/Sick Leave Buyouts	987	232	1,328	1,453
4665-0150	Auto/Cell Allowance	1,354	1,350	1,303	1,350
4665-0200	Overtime	66	-	763	-
4665-0220	Part-time	20,929	20,000	19,528	20,000
4665-0300	Retirement	18,053	18,858	21,146	24,314
4665-0310	Social Security	644	1,250	1,351	1,000
4665-0320	Medicare	1,988	1,687	2,086	1,875
4665-0350	Unemployment	-	744	-	746
4665-0400	Health Insurance	30,907	32,278	31,393	34,031
4665-0420	Workers Comp	5,228	5,510	5,437	4,371
Total	Personnel Services	193,889	196,691	203,559	215,680
Maintenance & Supply					
4665-1010	Office Supplies	2,175	2,800	1,749	2,800
Total	Maintenance & Supply	2,175	2,800	1,749	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	65,229	71,000	78,279	-
4665-2510	Comm Equip. Maint. & Repair	5,236	5,600	4,393	5,600
4665-2601	Bus Shelter Maintenance	-	-	-	-
4665-2710	Training	-	-	-	-
4665-2710	Training	50	-	-	-
4665-2800	Contractual Services	-	-	3,095	-
4665-2801	DART Services	360,036	433,800	420,761	450,000
4665-2802	Trolley Services	145,493	118,275	107,591	114,000
4665-2803	Bus Pass Purchases	-	-	-	-
4665-2804	Recreation Trips	17,898	16,000	9,156	16,000
4665-2805	Medical Taxi Service	28,395	24,000	28,124	30,000
4665-2999	Miscellaneous	(1,517)	-	-	-
Total	Contractual Services	620,820	668,675	651,399	615,600
Total Transportation Services Admin					
Capital Outlay					
4665-3050	Furniture and Equipment	329	-	-	-
4665-3150	Other Equip	-	-	-	-
4665-3500	Capital Outlay	-	-	-	-
Total	Capital Outlay	329	-	-	-
Total	Prop A-Transportation Svcs Administration	817,213	868,166	856,708	834,080

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2015-16

PUBLIC WORKS

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 42,007	\$ 150,218	\$ 133,242	\$ 130,375
Contractual Services	427,430	425,825	434,006	496,825
Total	\$ 476,872	\$ 576,043	\$ 567,247	\$ 627,200
<u>Funding Source</u>				
Proposition C Sales Tax	\$ 476,872	\$ 576,043	\$ 567,247	\$ 627,200

City of Bell Gardens

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

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actuals	Adopted	Estimated	Adopted
Personnel Services					
4665-0100	Salaries	27,003	94,316	84,627	82,610
4665-0120	Vacation/Sick Leave Buyouts	232	1,043	1,079	1,172
4665-0150	Auto/Cell Allowance	1,362	2,250	1,881	1,950
4665-0200	Overtime	82	-	1,755	-
4665-0210	Standby	-	-	87	-
4665-0220	Part-time	-	-	-	-
4665-0300	Retirement	4,461	16,380	14,739	16,660
4665-0310	Social Security	-	-	-	-
4665-0320	Medicare	411	906	896	921
4665-0350	Unemployment	-	432	-	353
4665-0400	Health Insurance	7,357	30,164	24,547	23,705
4665-0420	Workers Comp	1,099	4,527	3,441	2,854
4665-0500	Uniform/Boot Allowance	-	200	190	150
Total	Personnel Services	42,007	150,218	133,242	130,375
Contractual Services					
4665-2300	Vehicle Fuel & Oil	71,000	71,000	43,036	142,000
4665-2800	Contractual Services	20,000	-	25,000	-
4665-2801	DART Services	-	-	-	-
4665-2802	Trolley Service	336,430	354,825	365,970	354,825
4665-2803	Bus Pass Purchases	-	-	-	-
4665-2805	Medical Taxi Service	-	-	-	-
4665-2999	Misc Expenditure	-	-	-	-
Total	Contractual Services	427,430	425,825	434,006	496,825
Capital Outlay					
4665-3500	Capital Outlay	7,435	-	-	-
Total	Capital Outlay	7,435	-	-	-
Total	Prop. C Program	476,872	576,043	567,247	627,200

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2015-16

PUBLIC WORKS

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Contractual Services	\$ 18,126	\$ 19,000	\$ 18,064	\$ 23,000
Capital Outlay	-	-	-	80,000
Total	<u>\$ 18,126</u>	<u>\$ 19,000</u>	<u>\$ 18,064</u>	<u>\$ 103,000</u>
<u>Funding Source</u>				
Air Quality Improvement	<u>\$ 18,126</u>	<u>\$ 19,000</u>	<u>\$ 18,064</u>	<u>\$ 103,000</u>

City of Bell Gardens

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

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actuals	Adopted	Estimated	Adopted
Contractual Services					
	4550-2160 Mileage Reimbursement	126	1,000	64	1,000
	4550-2800 Contractual Services	18,000	18,000	18,000	22,000
Total	Contractual Services	18,126	19,000	18,064	23,000
Capital Outlay					
	4550-3000 Capital Outlay	-	-		-
	4550-3050 Furniture & Equipment	-	-	-	30,000
	4550-3150 Other Equipment Capital Outlay	-	-	-	50,000
Total	Capital Outlay	-	-	-	80,000
Total	Air Quality Improvement-Street Maint.	<u>18,126</u>	<u>19,000</u>	<u>18,064</u>	<u>103,000</u>

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2015-16

PUBLIC WORKS

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 1,752	\$ 89,677	\$ 81,706	\$ 83,744
Total	<u>\$ 1,752</u>	<u>\$ 89,677</u>	<u>\$ 81,706</u>	<u>\$ 83,744</u>
<u>Funding Source</u>				
Measure R	<u>\$ 1,752</u>	<u>\$ 89,677</u>	<u>\$ 81,706</u>	<u>\$ 83,744</u>

City of Bell Gardens

Public Works
 Measure R
 Public Works Admin
 285-4550

Account Number/Description	FY 2013-14 Actuals	FY 2014-15 Adopted	FY 2014-15 Estimated	FY 2015-16 Adopted
Personnel Services				
4550-0100 Salaries	1,090	57,033	51,586	53,558
4550-0120 Vacation/Sick Leave Buyouts	-	603	1,077	849
4550-0150 Auto/Cell Allowance	32	1,440	1,344	1,320
4550-0200 Overtime	14	-	904	-
4550-0210 Standby	-	-	86	-
4550-0300 Retirement	189	9,905	8,945	10,801
4550-0320 Medicare	14	654	621	652
4550-0350 Unemployment	369	267	-	236
4550-0400 Health Insurance	-	16,927	14,904	14,387
4550-0420 Workers Comp	44	2,738	2,097	1,850
4550-0500 Uniform/Boot Allowance	-	110	141	90
Total Personnel Services	1,752	89,677	81,706	83,744

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2015-16

PUBLIC WORKS

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Contractual Services	\$ 52,723	\$ 49,825	\$ 63,919	\$ 62,125,
Total	<u>\$ 52,723</u>	<u>\$ 49,825</u>	<u>\$ 63,919</u>	<u>\$ 62,125</u>
<u>Funding Source</u>				
Measure R Program	<u>\$ 52,723</u>	<u>\$ 49,825</u>	<u>\$ 63,919</u>	<u>\$ 62,125</u>

City of Bell Gardens

Public Works
 Measure "R"
 Transportation Svcs Administration
 285-4665

Account Number/Description	FY 2013-14 Actuals	FY 2014-15 Adopted	FY 2014-15 Estimated	FY 2015-16 Adopted
Contractual Services				
4665-2040 Telephone	-	-	-	-
4665-2070 General Promotion	-	-	-	-
4665-2160 Mileage Reimbursement	-	-	-	-
4665-2200 Membership & Dues	-	-	-	-
4665-2210 Conf., Meetings, Travel	-	-	-	-
4665-2310 Vehicle Repair	-	-	-	7,300
4665-2601 Bus Shelter Maintenance	7,269	7,400	9,054	12,400
4665-2710 Training	-	-	-	-
4665-2800 Contractual Services	11,338	11,400	11,338	11,400
4655-2802 Trolley Service	-	-	-	-
4665-2803 Bus Pass Purchases	10,822	10,000	15,629	10,000
4665-2804 Recreation Trips	-	-	-	-
4665-2805 Senior Bus Driver	23,294	21,025	27,898	21,025
Total Contractual Services	<u>52,723</u>	<u>49,825</u>	<u>63,919</u>	<u>62,125</u>

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 2015-16

PUBLIC WORKS

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 32,281	\$ 35,103	\$ 34,446	\$ 37,511
Contractual Services	1,027,759	956,900	995,746	1,058,200
Total	<u>\$ 1,060,040</u>	<u>\$ 992,003</u>	<u>\$ 1,030,192</u>	<u>\$1,095,711</u>
<u>Funding Source</u>				
Water	<u>\$ 1,060,040</u>	<u>\$ 992,003</u>	<u>\$ 1,030,192</u>	<u>\$1,095,711</u>

City of Bell Gardens

**Public Works
Water Fund
Water System Operation
510-4560**

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actuals	Adopted	Estimated	Adopted
Personnel Services					
4560-0100	Salaries	21,188	23,302	22,734	24,511
4560-0120	Vacation/Sick Leave Buyouts	-	-	430	461
4560-0150	Auto Allowance	2,166	2,160	2,083	2,160
4560-0200	Overtime	-	-	-	-
4560-0220	Part Time	-	-	-	-
4560-0300	Retirement	3,494	4,047	3,975	4,943
4560-0310	Social Security	-	-	-	-
4560-0320	Medicare	339	369	370	393
4560-0350	Unemployment	-	63	-	63
4560-0400	Health Insurance	4,232	4,044	3,935	4,133
4560-0420	Workers Comp.	862	1,118	920	847
Total	Personnel Services	32,281	35,103	34,446	37,511
Contractual Services					
4560-2010	Electric	90,813	89,000	106,423	110,000
4560-2020	Natural Gas	-	-	-	-
4560-2040	Telephone	-	-	-	-
4560-2200	Membership & Dues	-	-	-	-
4560-2210	Conf., Meetings, Travel	-	900	-	-
4560-2500	Gen.Equip.Maint.& Repair	-	-	-	-
4560-2800	Contractual Services	356,792	325,000	335,651	375,000
4560-2900	Purchase of Water	277,478	276,000	267,016	276,000
4560-2901	Operation of Well	14,286	14,000	33,598	20,000
4560-2902	Bad Debt Expense	22,243	-	-	-
4560-2910	Ground Water Extractn	266,898	252,000	253,058	277,200
4560-2999	Miscellaneous	(751)	-	-	-
Total	Contractual Services	1,027,759	956,900	995,746	1,058,200
Total	Water System Operation	1,060,040	992,003	1,030,192	1,095,711

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2015-16**

PUBLIC WORKS

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Transfer To Other Funds	\$ 196,607	\$ 199,607	\$ 199,607	\$ 199,546
Total	<u>\$ 196,607</u>	<u>\$ 199,607</u>	<u>\$ 199,607</u>	<u>\$ 199,546</u>
 <u>Funding Source</u>				
Water	<u>\$ 196,607</u>	<u>\$ 199,607</u>	<u>\$ 199,607</u>	<u>\$ 199,546</u>

City of Bell Gardens

Public Works
 Water Fund
 Non-Departmental
 510-4900

Account Number/Description		FY 2013-14 Actuals	FY 2014-15 Adopted	FY 2014-15 Estimated	FY 2015-16 Adopted
	Transfer Out				
	4900-9998 Contribution To Other Funds	196,607	199,067	199,067	199,546
Total	Transfer Out	196,607	199,067	199,067	199,546
Total	Water Fund-Non-Departmental	196,607	199,067	199,067	199,546
	4560-2998 Depreciation Expense	168,184	-	-	-
Total	Depreciation Expense (Non-Cash)	168,184	-	-	-

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2015-16

PUBLIC WORKS

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Debt Service	\$ 167,304	\$ 400,250	\$ 395,478	\$ 400,730
Total	<u>\$ 167,304</u>	<u>\$ 400,250</u>	<u>\$ 395,478</u>	<u>\$ 400,730</u>
 <u>Funding Source</u>				
Water	<u>\$ 167,304</u>	<u>\$ 400,250</u>	<u>\$ 395,478</u>	<u>\$ 400,730</u>

City of Bell Gardens

Public Works
 Water Fund
 Debt Service
 510-5110

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actuals	Adopted	Estimated	Adopted
Bond Costs					
5110-4010	Bond Principal	-	240,000	240,000	250,000
5110-4020	Bond Interest	160,342	156,050	151,230	146,430
5110-4025	Bond Amortization	2,806	-	-	-
5110-4030	Bond Admin. Expense	4,156	4,200	4,248	4,300
Total	Bond Costs	167,304	400,250	395,478	400,730
Total	Water Fund-Bonds	<u>167,304</u>	<u>400,250</u>	<u>395,478</u>	<u>400,730</u>

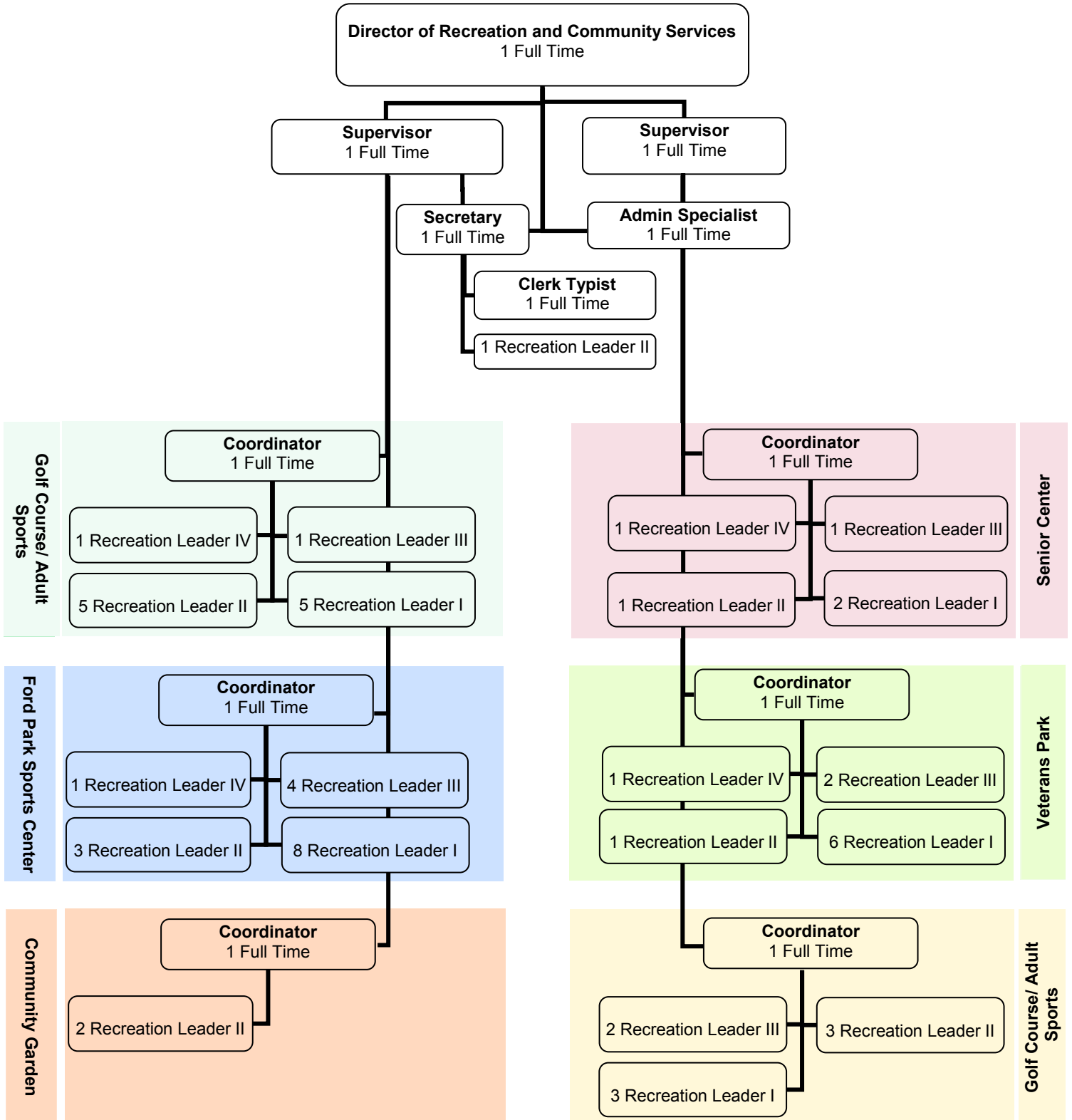
City of Bell Gardens



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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. 54% 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 2014-2015 list of accomplishments.

Current Year Accomplishments

- Generated \$215,000 in revenue from Sports Center rentals
 - \$175,000 from monthly rentals
 - \$40,000 from 4 special events
 - 1960 Participants and 124 Teams in adult sports leagues
 - \$37,750 Net Revenue generated through adult leagues
- Planned and conducted 3 Successful Adult Golf Leagues with 97 participants
- Serving 92% (68 of 74) Bell Gardens residents at the Community Garden
- Served over 14,459 visitors at Ford Park Pool, generating recreational swim revenue of \$19,838
- Provided swim lessons to 634 participants generating \$24,310 in revenue
- Increased bgrecreation.org website yearly page views to 119,783 (116,000 in previous year)
- Increased social media following to 2,099 (682 in previous year)
- Developed and conducted the 1st youth futsal program with 24 participants. Practices and games took place at the Bicycle Casino Community Foundation Futsal court and implemented a health and nutrition component.

City of Bell Gardens

RECREATION AND COMMUNITY SERVICES

- Obtained a \$6,960 equipment donation from the Good Sports Foundation and secured up to 6 additional equipment donation orders that can be placed within the next two years
- Revamped and published 1 Bilingual Edition of the Bell Gardens Today
- Accommodated 288 facility rentals at Veterans Park
- Pepsters Cheer program increased registration to 39 participants from 25, changed to offering quarterly registration instead of monthly, and entered two major events: the Lynwood Candy Cane Lane Parade & the Los Angeles Marathon “Cheer Alley” competition
- Hosted 6 Family Excursions
- Partnered with SEAACA to offer a Dog & Cat health event at Veterans Park offering discounted pet adoption, spay and neutering, and licensing opportunities
- Added a new class at Veterans park – Ballet & Tumbling for children
- Hosted Circus (Circo Hermanos Caballeros) at Veterans Park—generating \$10,000 in revenue
- Held a water slide event with approximately 100 children in attendance at the NYC
- The STAR program raised \$2,200 in donations for the annual Holiday event
- Miss Bell Gardens raised \$1,550 in donations to award scholarships for the queen and princesses

Senior Services:

- Held the following educational sessions at both senior centers: Fall Prevention, Flower Arranging, Managing your medication during an emergency, Eat Smart Live Strong, Tai Chi, and Medicare 101
- Provided the following free Medical Screenings and wellness events for seniors: Body Massages, Haircuts, Glucose Screenings, Blood Pressure Screenings, Bone Density Screenings, Healthy veins Screenings, and Mini Health Fairs
- Acquired new sponsorship for Senior Birthday Celebrations from Applied General Agency (AGA) Life and Health
- LA County sponsored 40 seniors to attend the County Fair and Hollywood Bowl LA Philharmonic concert covering the cost of transportation
- Worked with HSA (Human Services Association) developing a close relationship with their Social Workers to better assist our senior community
- Partnered with the BGHS ICARE Career Path program and developed intergenerational events between the students and seniors
- Improved working relationships with the Young at Heart and Club Latino senior citizens service clubs

City of Bell Gardens

RECREATION AND COMMUNITY SERVICES

Special Events and Soccer Tournaments:

- Conducted/hosted 7 Special Events including; Lions Club Carnival, Family Fishing Derby, Student Government Day, Summer Concert Series (5 shows), and Movies Under the Stars (4 shows)
- Conducted 100 Mini-Events & 2 Excursions with the After School Program at the Veterans Park Game Room
- Held 4 successful outdoor family movie nights at the NYC (Neighborhood Youth Center)
- Held two holiday events (STAR and Kreative Kids) and saved money by creating all the holiday props in-house
- On January 9, 2015 the NYC collaborated with Shriners Hospital and Los Angeles Fire Department to conduct a fire prevention event. Two bikes were raffled, water bottles and backpacks were given out. Channel 52 was on site interviewing participants.
- Offered a Halloween Movie at the Bell Gardens Golf Course
- Cypress Cup Tournament
- Exact Sports Player Development Camps
- CRSC (Cerritos Regional Soccer Club) Memorial Cup Soccer Tournament
- Sueño MLS (Major League Soccer) Scouting combine

Objectives

- Explore costs and seek funding to implement an Automated Recreation Software to improve overall services and efficiency so that our customers may register online
- Increase Teen Programming
- Increase participation in all city recreation after school programs
- Increase participation for youth, teen, and adult sports programs
- 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
- Increase HEAL (Healthy Eating Active Living) efforts in current programming

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
- 1 Clerk Typist
- 6 Recreation Coordinators

Part-Time

- 4 Recreation Leader IV's
- 10 Recreation Leader III's
- 42 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 2015-16**

RECREATION & COMMUNITY SERVICES

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 1,695,088	\$ 1,789,550	\$ 1,861,068	\$ 1,832,804
Maintenance & Supply	103,260	130,500	91,022	149,500
Contractual Services	362,550	405,260	391,497	416,760
Capital Outlay	4,227	3,500	1,965	3,500
Total	<u>\$ 2,165,125</u>	<u>\$ 2,328,810</u>	<u>\$ 2,345,552</u>	<u>\$ 2,402,564</u>
 <u>Funding Source</u>				
General Fund	<u>\$ 2,165,125</u>	<u>\$ 2,328,810</u>	<u>\$ 2,345,552</u>	<u>\$ 2,402,564</u>

City of Bell Gardens

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

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actuals	Adopted	Estimated	Adopted
Personnel Services					
4660-0100	Salaries	653,113	642,402	711,018	691,114
4660-0120	Vacation/Sick Allowance	4,575	4,886	14,574	8,449
4660-0150	Auto/Cell Allowance	10,832	9,000	10,416	9,000
4660-0200	Overtime	840	2,500	3,494	3,000
4660-0220	Part-Time	666,360	800,000	762,554	800,000
4660-0300	Retirement	84,968	92,559	92,983	97,957
4660-0310	Social Security	26,727	20,000	11,655	15,000
4660-0320	Medicare	19,361	9,516	21,880	10,274
4660-0350	Unemployment	3,386	3,297	3,631	3,611
4660-0400	Health Insurance	171,676	174,555	170,263	170,523
4660-0420	Workers Comp.	53,250	30,835	58,600	23,876
Total	Personnel Services	1,695,088	1,789,550	1,861,068	1,832,804
Maintenance & Supply					
4660-1010	Office Supplies	15,382	19,027	17,720	20,000
4660-1200	Postage	5,144	8,000	220	8,000
4660-1300	Reproduction	22,805	18,000	22,594	22,000
4660-1301	Quarterly Newsletter	19,077	28,500	-	28,500
4660-1350	Photo Supplies	907	1,000	2,038	1,000
4660-1600	Special Supplies	39,945	15,000	16,064	15,000
4660-1601	STAR Program	-	6,000	6,012	6,000
4660-1602	Bell Gardens Veterans Park	-	19,000	11,160	19,000
4660-1603	Neighborhood Youth Center	-	10,000	10,881	10,000
4660-1604	Kreative Kids	-	5,000	4,333	5,000
4660-1605	Futsal	-	-	-	15,000
Total	Maintenance & Supply	103,260	129,527	91,022	149,500
Contractual Services					
4660-2040	Telephone	3,951	3,700	3,471	3,700
4660-2070	General Promotion	43,546	57,450	52,156	57,450
4660-2160	Mileage Reimbursement	191	300	72	300
4660-2200	Membership & Dues	2,190	3,000	1,507	2,500
4660-2210	Conf., Meetings, Travel	2,285	4,000	782	4,000
4660-2300	Vehicle Fuel & Oil	5,041	6,000	2,322	4,000
4660-2310	Vehicle Repair	6,451	6,000	6,866	11,000
4660-2500	Gen.Equip.Maint.& Repair	1,126	2,000	2,575	2,000
4660-2640	Facilities Rental Security	2,458	3,000	5,671	3,000
4660-2710	Training	1,038	2,000	-	1,000
4660-2800	Contractual Services	153,158	175,310	178,145	175,310
4660-2851	Classes	26,977	32,500	24,607	32,500
4660-2852	Trips	5,159	10,000	2,552	10,000
4660-2853	Leagues	35,215	35,000	40,724	40,000
4660-2854	Aquatics	18,543	20,000	22,061	20,000
4660-2855	Special Programs	55,221	45,000	47,985	50,000
Total	Contractual Services	362,550	405,260	391,497	416,760
Capital Outlay					
4660-3050	Furniture & Equipment	3,423	973	1,965	-
4660-3110	Street Banners	804	3,000	-	3,000
4660-3150	Other Equip (Capital Out)	-	500	-	500
Total	Capital Outlay	4,227	4,473	1,965	3,500
Total	Recreation Administration	2,165,125	2,328,810	2,345,552	2,402,564

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2015-16

RECREATION & COMMUNITY SERVICES

Division: Ford Park Sports Complex
 Fund Name: Anson Ford Park
 Fund – 361
 Division No. 3033/4900

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Contractual Services	\$ 191,006	\$ 187,700	\$ 191,199	\$ 225,700
Capital Outlay	13,464	15,000	15,531	15,000
Operating Transfer Out to GF	163,573	125,392	86,824	71,700
Total	\$ 368,043	\$ 328,092	\$ 293,554	\$ 312,400
 <u>Funding Source</u>				
Anson Ford Park	\$ 368,043	\$ 328,092	\$ 293,554	\$ 312,400

City of Bell Gardens

**Recreation & Community Services
Ford Park Sports Complex
361-3033/4900**

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actuals	Adopted	Estimated	Adopted
Contractual Services					
3033-2040	Telephone	-	-	-	-
3033-2070	General Promotion	-	-	-	-
3033-2200	Membership Dues	-	500	-	500
3033-2310	Vehicle Repair	5,399	4,000	1,978	4,000
3033-2500	Gen.Equip.Maint. & Repair	8,481	6,000	3,812	6,000
3033-2520	Operations & Maintenance	-	-	-	-
3033-2640	Facilities Rental Security	56,136	56,000	60,240	56,000
3033-2710	Training	21	200	-	200
3033-2800	Contractual Services	70,910	72,000	74,328	75,000
3033-2810	Professional Services	-	-	-	35,000
3033-2853	Leagues	50,059	49,000	50,841	49,000
3033-2856	Tournaments	-	-	-	-
3033-2890	Misc Expense	-	-	-	-
Total	Contractual Services	191,006	187,700	191,199	225,700
Capital Outlay					
3033-3050	Furniture & Equipmt	-	-	-	-
3033-3110	Street Banners	-	-	-	-
3033-3150	Other Equipment (Capital Outlay)	13,464	15,000	15,531	15,000
Total	Capital Outlay	13,464	15,000	15,531	15,000
Contingency					
4900-9999	Operating Transfer Out to GF	163,573	125,392	86,824	71,700
Total	Ford Park Sports Complex	368,043	328,092	293,554	312,400

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2015-16**

RECREATION & COMMUNITY SERVICES

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Personnel Services	\$ 103,954	\$ 112,240	\$ 104,000	\$ 113,517
Maintenance & Supply	10,331	12,200	11,825	12,200
Contractual Services	105,444	110,500	123,190	122,500
Capital Outlay	-	5,000	5,011	5,000
Total	<u>\$ 219,729</u>	<u>\$ 239,940</u>	<u>\$ 244,025</u>	<u>\$ 253,217</u>
 <u>Funding Source</u>				
Golf Course	<u>\$ 219,729</u>	<u>\$ 239,940</u>	<u>\$ 244,025</u>	<u>\$ 253,217</u>

City of Bell Gardens

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

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actuals	Adopted	Estimated	Adopted
Personnel Services					
	4666-0100 Salaries	31,247	31,161	31,852	32,382
	4666-0120 Vacation Buyout	184	495	-	-
	4666-0200 Overtime	-	-	-	-
	4666-0220 Part-Time	59,975	70,000	61,138	70,000
	4666-0300 Retirement	4,452	4,678	4,862	5,708
	4666-0310 Social Security	2,435	3,002	513	3,000
	4666-0320 Medicare	1,325	459	1,348	470
	4666-0350 Unemployment	-	157	-	157
	4666-0400 Health Insurance	796	792	673	683
	4666-0420 Workers Compensation	3,540	1,496	3,614	1,119
Total	Personnel Services	103,954	112,240	104,000	113,517
Maintenance & Supply					
	4666-1010 Office Supplies	2,222	3,000	2,475	3,000
	4666-1050 Publications	82	200	39	-
	4666-1300 Reproduction	658	2,000	1,545	2,000
	4666-1600 Special Supplies	7,369	7,000	7,765	7,200
Total	Maintenance & Supply	10,331	12,200	11,825	12,200
Contractual Services					
	4666-2500 Gen.Equip.Maint. & Repair	1,458	2,500	4,678	2,500
	4666-2800 Contractual Services	103,986	108,000	118,512	120,000
Total	Contractual Services	105,444	110,500	123,190	122,500
Capital Outlay					
	4666-3050 Furniture & Equipment	-	5,000	5,011	5,000
	4666-3150 Other Equipment (Capital Outlay)	-	-	-	-
Total	Capital Outlay	-	5,000	5,011	5,000
Total	Golf Course	219,729	239,940	244,025	253,217

City of Bell Gardens



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City of Bell Gardens
Capital Improvement Projects
2015-2016

	Proposed Projects	Estimated Cost	Funding Source
1	HVAC Replacement	\$636,364	Bond Proceeds
2	Pool Energy Upgrades	\$70,000	Bond Proceeds
3	Building Controls	\$38,182	Bond Proceeds
4	Gym	\$162,000	Bond Proceeds
5	Roof Replacement	\$833,000	Bond Proceeds
6	Artificial Turf Replacement	\$1,000,000	Bond Proceeds
7	Master Bike and Pedestrian Plan	\$800,000	Grants
8	Illuminated Street Name Signs Replacement Project	\$359,250	Measure R
9	PD Lobby and Interview Room Improvement Project	\$49,900	Asset Forfeiture
10	Citywide Traffic Safety Enhancement Project	\$802,000	Grants
11	Ross Hall Repairs	\$72,000	General Fund
12	Other Capital Projects	\$121,000	General Fund
	Total Proposed Capital Improvement Projects	\$ 4,943,696	

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.

Highlights

The highlight of FY 2015-2016 Capital Improvement Program is the availability of bond proceeds to address critical capital improvement needs. The planned projects include the replacement of the city HVAC systems, energy upgrades to the city pool, updates to building controls at city facilities which will make city facilities more energy efficient, replacing roofs at city facilities, and replacing the artificial turf at the Ford Park soccer fields.

Additionally, the city will utilize funds received from Measure R (a 1/2 cent tax restricted for transportation projects) to complete necessary street repairs. Continually, the city has been successful in obtaining public work grants, and will be utilizing significant grant funds to complete capital improvement projects. Finally, some general fund resources will be utilized to completed necessary capital 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 2015-16**

PUBLIC WORKS

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Capital Outlay				
3761 CalRecycle Tire Derived Program	4,200	-	-	-
3820 NPDES Comm/Ind/Rest. Inspection	-	-	-	-
3830 PD Locker Room and Restroom	63,867	-	-	-
3831 Futsal Project @ Veterans Park	9,357	-	-	-
Total Capital Outlay	77,424	-	-	-
Total General Fund-Capital Improvement Projects	77,424	-	-	-
General Fund	77,424	-	-	-

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2015-16**

PUBLIC WORKS

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

<u>Expenditures</u>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Estimated	FY 15-16 Adopted
Capital Outlay				
3757 FY Street Imprv Proj 1	17,860	-	-	-
3759 FY Street Imprv Proj 3	-	201,643	183,625	-
3760 Safe and Healthy Kids Non-Infra Improv	50,682	-	915	-
3761 CalRecycle Tire Derived Program	104,125	-	-	-
3762 MTA I-710 Project	-	-	-	-
3764 SIP - Prop 1B	9,118	-	-	-
3767 HSIP Grant Emergency Pre-Emp	8,388	-	-	188,072
3835 City Wide Safety Enhancement Project	-	-	-	802,000
3837 Ford Park Artificial Project	-	-	21,018	849,200
3838 Building Roof Replacement	-	-	7,160	698,500
3839 Gym Basketball Court Floor	-	-	1,729	133,000
3831 Futsal Project @ Veterans Park	52,180	-	-	-
Total Capital Outlay	242,353	201,643	214,447	2,670,772
Total General Fund-Capital Improvement Projects	242,353	201,643	214,447	2,670,772

City of Bell Gardens

City of Bell Gardens
Budget Summary
FY 2015-16

PUBLIC WORKS

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

	FY 13-14	FY 14-15	FY 14-15	FY 15-16
<u>Expenditures</u>	<u>Actual</u>	<u>Adopted</u>	<u>Estimated</u>	<u>Adopted</u>
0000 Unprogrammed CIP	\$ -	\$ 30,859	\$ -	\$ 15,000
Prop A-Capital Improvement Projects	\$ -	\$ 30,859	\$ -	\$ 15,000

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2015-16**

PUBLIC WORKS

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

		FY 13-14	FY 14-15	FY 14-15	FY 15-16
<u>Expenditures</u>		<u>Actual</u>	<u>Adopted</u>	<u>Estimated</u>	<u>Adopted</u>
	Capital Outlay				
0000	Unprogrammed CIP	-	148,662	-	88,000
3759	FY12 Street Improvements 3	-	-	12,005	-
3764	Street and Ped Improvement Proj.	213,027	-	-	-
3767	HSIP Vehicle Pre-Emption Systems				53,000
5509	Citywide Street Overlay (ARRA) Phase I	-	-	-	-
5010	Local Street Resurf. (ARRA) Phase II	-	-	-	-
Total	Capital Outlay	213,027	148,662	12,005	141,000
Total	Prop C-Capital Improvement Projects	213,027	148,662	12,005	141,000

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2015-16**

PUBLIC WORKS

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Capital Outlay				
0000 Unprogrammed CIP	-	407,444	-	27,000
3759 FY12 Street Improvements 3	-	-	25,119	
3833 Illuminated Street Name Signs	-	-	31,575	300,000
Total Capital Outlay	346,871	407,444	56,694	327,000
Total Measure "R"	346,871	407,444	56,694	327,000

City of Bell Gardens

**City of Bell Gardens
Budget Summary
FY 2015-16**

PUBLIC WORKS

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

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Capital Outlay				
0000 Unprogrammed CIP	-	28,583	-	49,000
3755 FY11 Street Resurfacing - STPL	-	-	-	-
3758 FY12 Street Imprv Proj 2	-	-	-	-
3764 Street and Ped Improvement Project	44,563	-	28,600	-
3832 Active Transportation Program	15,000	-	-	-
Total Capital Outlay	59,563	28,583	28,600	49,000
Total TDA Article 3-Capital Improvement Projects	59,563	28,583	28,600	49,000

City of Bell Gardens

City of Bell Gardens
 Budget Summary
 FY 2015-16

PUBLIC WORKS

Division: Capital Improvement Projects
Fund Name: Asset Seizure & Forfeiture
Fund – 830
Division No. 4777

<u>Expenditures</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 14-15 Estimated</u>	<u>FY 15-16 Adopted</u>
Capital Outlay				
0000 Unprogrammed CIP	-	-	-	27,500
3834 PD Lobby & Interview Room Improvement Project	-	\$9,900	-	
Total Capital Outlay	-	\$9,900	-	123,505
Total Asset Seizure & Forfeiture Fund	-	\$9,900	-	123,505

City of Bell Gardens



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City of Bell Gardens

Successor Agency to the Bell Gardens Community Development Commission

Governing Body

Jennifer Rodriguez
Chairperson

Pedro Aceituno
Vice Chairperson

Priscilla Flores
Member

Jose J. Mendoza
Member

Maria Pulido
Member

Oversight Board

Donald LaPlante, 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

Kristina Santana
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.

On February 1, 2012, all assets, properties, contracts, leases, books and records, buildings and equipment of the dissolved Bell Gardens Community Development Commission have been transferred by operation of law to the City of Bell Gardens as the Successor Agency to the former Bell Gardens Community Development Commission.

City of Bell Gardens

Revenue Summary

Fund No.	Fund Name	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
900	CDC Capital Projects	26,645	148,744	-	-
901	Project Area #1	1,922	825,521	-	-
903	CDC Special Fund-Area #1	1,569,449	973,265	-	978,348
930	CDC Central City Capital Proj	180,000	148,744	-	-
931	Central City Project Area	4,124	995,937	-	-
932	Low & Mod Income Housing	-	-	-	-
933	CDC Special Fund-Area #1	1,878,104	1,144,681	1,144,681	1,759,370
934	CDC Debt Service Marketplace	-	-	-	-
		<u>3,660,244</u>	<u>4,236,892</u>	<u>1,144,681</u>	<u>2,737,718</u>

City of Bell Gardens

**City Manager
900-4111**

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actuals	Adopted	Estimated	Adopted
Personnel Services					
4111-0100	Salaries	14,828	15,126	15,000	-
4111-0120	Vacation/Sick Leave Buyout	127	287	144	-
4111-0150	Auto/Cell Allowance	867	864	833	-
4111-0300	Retirement	2,434	2,627	2,637	-
4111-0320	Medicare	123	124	119	-
4111-0350	Unemployment	-	25	-	-
4111-0400	Health Insurance	2,292	2,168	2,239	-
4111-0420	Workers Comp.	601	726	611	-
Total	Personnel Services	21,272	21,947	21,583	-
Total	City Manager	21,272	21,947	21,583	-

City of Bell Gardens

**FINANCE DEPARTMENT
Personnel Administration
900-4220**

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4220-0100	Salaries	4,985	5,584	5,854	-
4220-0120	Vacation Sick Leave Buyout	-	103	-	-
4220-0150	Auto/Cell Allowance	271	270	260	-
4220-0200	Overtime	-	-	-	-
4220-0220	Part-time	154	-	-	-
4220-0300	Retirement	573	676	715	-
4220-0310	Social Security	-	-	-	-
4220-0320	Medicare	79	86	89	-
4220-0350	Unemployment	-	22	-	-
4220-0400	Health Insurance	1,176	1,339	1,172	-
4220-0420	Workers Comp.	209	268	235	-
Total	Personnel Services	7,447	8,348	8,325	-
	4900-9100-Operating Transfer Out to GF	-	-	-	125,000
Total	Operating Transfer Out	-	-	-	125,000
Total	Personnel Administration	7,447	8,348	8,325	125,000

City of Bell Gardens

FINANCE DEPARTMENT

Financial Services

900-4221

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4221-0100	Salaries	42,174	44,085	43,414	-
4221-0120	Vacation/Sick Leave Buyout	683	743	704	-
4221-0150	Auto/Cell Allowance	2,166	2,160	2,083	-
4221-0200	Overtime	-	-	-	-
4221-0220	Part-Time	-	-	-	-
4221-0300	Retirement	6,620	7,102	7,207	-
4221-0310	Social Security	-	-	-	-
4221-0320	Medicare	652	681	677	-
4221-0350	Unemployment	-	154	-	-
4221-0400	Health Insurance	8,760	8,579	8,104	-
4221-0420	Workers Comp.	1,646	2,116	1,711	-
Total	Personnel Services	62,701	65,620	63,901	-
Contractual Services					
4221-2200	Membership & Dues	-	-	-	-
4221-2210	Conf., Meetings, Travel	-	-	-	-
4221-2710	Training	-	-	-	-
4221-2800	Contractual Services	6,024	-	-	-
4221-2874	Other funds DDR Distribution	150	-	-	-
Total	Contractual Services	6,174	-	-	-
Total	Financial Services	68,875	65,620	63,901	-

City of Bell Gardens

City Clerk
900-4223

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4223-0100	Salaries	8,598	7,671	7,492	-
4223-0120	Vacation/Sick Leave Buyout	-	-	51	-
4223-0150	Auto/Cell Allowance	650	648	409	-
4223-0200	Overtime	5	-	101	-
4223-0300	Retirement	1,137	1,196	908	-
4223-0320	Medicare	133	121	117	-
4223-0350	Unemployment	-	38	-	-
4223-0400	Health Insurance	932	1,374	868	-
4223-0420	Workers Comp.	328	367	208	-
Total	Personnel Services	11,783	11,415	10,155	-
Total	City Clerk	11,783	11,415	10,155	-

City of Bell Gardens

FINANCE DEPARTMENT

Financial Services

RDA Tax Increment Fund-Area 1

901-4221

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actual	Adopted	Estimated	Adopted
	4221-2800 Contractual Services	-	-	2,500	-
	4221-2870 Administrative Fee Tax Increment	-	-	-	-
	4221-2871 Health & Safety Code Tax Sharing Fee	-	-	-	-
Total	Contractual Services	-	-	2,500	-
Total	RDA Capital Proj Fund-Area 1 Financial Services	<u>-</u>	<u>-</u>	<u>2,500</u>	<u>-</u>

City of Bell Gardens

COMMUNITY DEVELOPMENT COMMISSION

RDA Tax Increment-Area 1

Debt Service

901-5110

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actuals	Adopted	Estimated	Requested
Debt Service					
	5110-4010 Bond Payments	-	520,000	50,000	492,500
	5110-4020 Interest Expense	119,434	297,021	115,344	233,848
	5110-4030 Bond Admin. Expense	7,520	7,500	4,385	7,000
	5110-4040 Bond Premium and discount amount	198	-	-	-
	5110-4090 Bond Issuance Costs	135,328	-	-	-
Total	Debt Service	262,480	824,521	169,729	733,348
Total	Debt Service	<u>262,480</u>	<u>824,521</u>	<u>169,729</u>	<u>733,348</u>

City of Bell Gardens

**City Manager
930-4111**

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actuals	Adopted	Estimated	Adopted
Personnel Services					
4111-0100	Salaries	14,828	15,126	15,000	-
4111-0120	Vacation/Sick Leave Buyout	127	287	144	-
4111-0150	Auto/Cell Allowance	866	864	833	-
4111-0300	Retirement	2,434	2,627	2,637	-
4111-0320	Medicare	123	124	120	-
4111-0350	Unemployment	-	25	-	-
4111-0400	Health Insurance	2,294	2,168	2,237	-
4111-0420	Workers Comp.	601	726	611	-
Total	Personnel Services	21,273	21,947	21,583	-
Total	City Manager	21,273	21,947	21,583	-

City of Bell Gardens

**FINANCE DEPARTMENT
Personnel Administration
930-4220**

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4220-0100	Salaries	4,985	5,584	5,854	-
4220-0120	Vacation Sick Leave Buyout	-	103	-	-
4220-0150	Auto/Cell Allowance	271	270	260	-
4220-0200	Overtime	-	-	-	-
4220-0220	Part-time	154	-	-	-
4220-0300	Retirement	573	676	715	-
4220-0310	Social Security	-	-	-	-
4220-0320	Medicare	78	86	87	-
4220-0350	Unemployment	-	22	-	-
4220-0400	Health Insurance	1,175	1,339	1,171	-
4220-0420	Workers Comp.	209	266	235	-
Total	Personnel Services	7,445	8,346	8,322	-
Total	Personnel Administration	7,445	8,346	8,322	-

City of Bell Gardens

FINANCE DEPARTMENT
Financial Services
930-4221

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
	4221-0100 Salaries	42,173	44,085	43,413	-
	4221-0120 Vacation/Sick Leave Buyout	683	743	704	-
	4221-0150 Auto/Cell Allowance	2,165	2,160	2,083	-
	4221-0200 Overtime	-	-	-	-
	4221-0220 Part-time	-	-	-	-
	4221-0300 Retirement	6,620	7,102	7,206	-
	4221-0310 Social Security	-	-	-	-
	4221-0320 Medicare	652	681	677	-
	4221-0350 Unemployment	-	154	-	-
	4221-0400 Health Insurance	8,760	8,579	8,103	-
	4221-0420 Workers Comp.	1,646	2,116	1,711	-
Total	Personnel Services	62,699	65,620	63,896	-
Contractual Services					
	4221-2800 Contractual Services	6,024	-	6,588	-
Total	Contractual Services	6,024	-	6,588	-
	4900-9100-Operating Transfer Out to GF	-	-	-	125,000
Total	Operating Transfer Out	-	-	-	125,000
Total	Financial Services	68,723	65,620	70,484	125,000

City of Bell Gardens

**City Clerk
930-4223**

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actual	Adopted	Estimated	Adopted
Personnel Services					
4223-0100	Salaries	8,597	7,671	7,492	-
4223-0120	Vacation/Sick Leave Buyout	-	-	51	-
4223-0150	Auto/Cell Allowance	650	648	409	-
4223-0300	Retirement	1,137	1,196	908	-
4223-0320	Medicare	135	121	117	-
4223-0350	Unemployment	-	38	-	-
4223-0400	Health Insurance	933	1,374	868	-
4223-0420	Workers Comp.	328	367	208	-
Total	Personnel Services	11,785	11,415	10,054	-
Total	City Clerk	11,785	11,415	10,054	-

City of Bell Gardens

COMMUNITY DEVELOPMENT COMMISSION

RDA Tax Increment-Central Area

Debt Service

931-5110

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actuals	Adopted	Estimated	Requested
Debt Service					
	5110-4010 Principal Expense - Bond	-	395,000	45,000	650,000
	5110-4020 Interest Expense - Bond	783,045	596,437	655,452	917,370
	5110-4030 Admin. Expense	4,666	4,500	1,240	7,000
	5110-4040 Bond Premium and discount amount.	23,487	-	-	-
	5110-4090 Bond Issuance Costs	254,821	-	-	-
Total	Debt Service	1,066,019	995,937	701,692	1,574,370
Total	Debt Service	<u>1,066,019</u>	<u>995,937</u>	<u>701,692</u>	<u>1,574,370</u>

City of Bell Gardens

SUCCESSOR AGENCY TO THE COMMUNITY DEVELOPMENT COMMISSION

**Loans
934-5110**

		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Account Number/Description		Actual	Adopted	Estimated	Adopted
	Debt Service				
	5110-4090 Bond Issuance Costs	643,151	-	-	-
Total	Debt Service	643,151	-	-	-
Total	Debt Service-BG Marketplace Bonds	<u>643,151</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of Bell Gardens



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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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