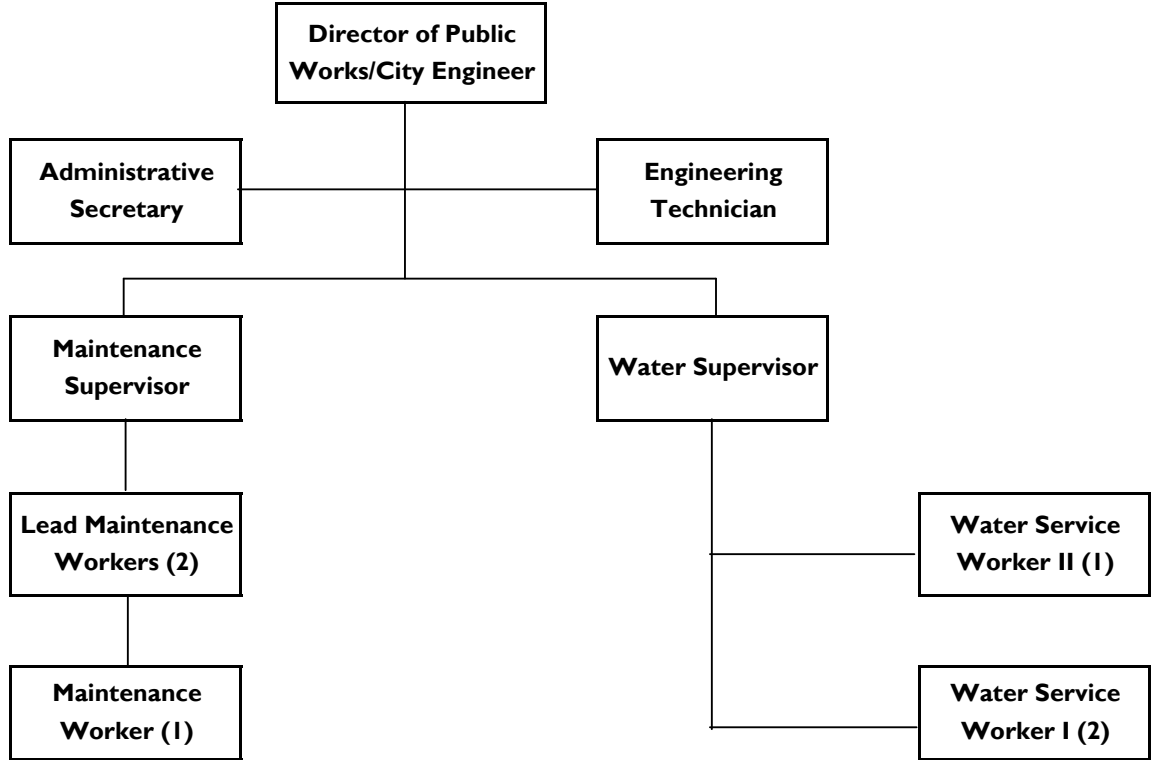


Public Works





THIS PAGE INTENTIONALLY LEFT BLANK

Public Works

Summary of Departmental Expenditures by Program:

	Fiscal Year 2007-08 Actual	Fiscal Year 2008-09 Adopted	Fiscal Year 2008-09 Amended	Fiscal Year 2009-10 Adopted	% Change from Fiscal Year 2008-09 Amended	Fiscal Year 2010-11 Estimated	% Change from Fiscal Year 2008-09 Adopted
Administration	\$ 150,106	\$ 156,050	\$ 156,050	\$ 173,200	11.0	\$ 178,900	3.3
Engineering	65,406	69,100	69,100	71,900	4.1	75,700	5.3
Street Maintenance - Storm Drains	61,064	79,300	79,300	87,400	10.2	91,800	5.0
Street Maintenance - Block Walls	32,159	37,800	37,800	41,300	9.3	44,000	6.5
Street Maintenance - Concrete	29,409	37,500	37,500	41,300	10.1	43,800	6.1
Parks Maintenance	164,742	171,200	171,200	167,000	(2.5)	169,200	1.3
Street Trees and Medians	70,005	88,500	88,500	89,400	1.0	90,400	1.1
Street Lighting	163,315	161,800	161,800	160,500	(0.8)	161,800	0.8
Total Departmental Expenditures	<u>\$ 736,206</u>	<u>\$ 801,250</u>	<u>\$ 801,250</u>	<u>\$ 832,000</u>	3.8	<u>\$ 855,600</u>	2.8

Summary of Departmental Expenditures by Category:

	Fiscal Year 2007-08 Actual	Fiscal Year 2008-09 Adopted	Fiscal Year 2008-09 Amended	Fiscal Year 2009-10 Adopted	% Change from Fiscal Year 2008-09 Amended	Fiscal Year 2010-11 Estimated	% Change from Fiscal Year 2008-09 Adopted
Personnel Services	\$ 321,341	\$ 350,800	\$ 350,800	\$ 373,500	6.5	\$ 397,900	6.5
Maintenance and Operations	414,865	445,850	445,850	457,000	2.5	457,700	0.2
Capital Outlay/Improvements	-	4,600	4,600	1,500	(67.4)	-	(100.0)
Total Departmental Expenditures	<u>\$ 736,206</u>	<u>\$ 801,250</u>	<u>\$ 801,250</u>	<u>\$ 832,000</u>	3.8	<u>\$ 855,600</u>	2.8

City of La Palma

DEPARTMENT: Public Works
PROGRAM: Administration

Account Code: 001-300

	Fiscal Year 2007-08 Actual	Fiscal Year 2008-09 Adopted	Fiscal Year 2008-09 Amended	Fiscal Year 2009-10 Adopted	% Change from Fiscal Year 2008-09 Amended	Fiscal Year 2010-11 Estimated	% Change from Fiscal Year 2008-09 Adopted
Personnel Services	\$ 103,007	\$ 104,300	\$ 104,300	\$ 106,000	1.6	\$ 114,600	8.1
Maintenance and Operations	47,099	51,750	51,750	66,700	28.9	64,300	(3.6)
Capital Outlay/Improvements	-	-	-	500	N/A	-	(100.0)
Total	\$ 150,106	\$ 156,050	\$ 156,050	\$ 173,200	11.0	\$ 178,900	3.3

PROGRAM DESCRIPTION:

This division is responsible for administering the operations of the Public Works Department, both field and office operations. The separate divisions managed and directed are engineering, capital improvements, utilities, street maintenance and construction, landscape maintenance and building maintenance. Duties include responding to citizen complaints, revising and making recommendations on Code provisions, completing employee evaluations and payroll records, and other necessary duties. Many times coordination among the various divisions is necessary, and this is done by having one administrator responsible for all divisions.

PROGRAM EXPLANATION:

- Code 501: Director of Public Works - 0.40
 Administrative Secretary - 0.50

- Code 505: Represents the salary savings anticipated during the year due to vacancies in the workforce. Estimated at three percent (3%).

- Code 530: Provides for personnel overtime.

- Code 550: Funds budgeted in this code include this program's pro rata share of Employee Benefits costs.

DEPARTMENT: Public Works
PROGRAM: Administration

Account Code: 001-300

- Code 600: Funds budgeted in this code include contract services for the following:
 - City’s share of fees to the County Environmental Management Agency for the federally mandated National Pollution Discharge Elimination System (NPDES) permits \$ 18,000
 - Fats, Oils, and Grease (FOG) Program Management 7,100
 - Scanning of onsite files into LaserFiche 12,600
 - County NPDES clean-up services 1,000
 - State Water Resources Control Board (SWRCB) fees 5,000
 - California Integrated Waste System (CIWS) fees 900
 - Share of cost for Inter Agency Coastal Clean Up Event 800

- Code 620: Funds budgeted in this code include meetings and training for the following:
 - League of California Cities Public Works Directors Conference \$ 1,000
 - American Public Works Association 1,500

- Code 622: Professional organization dues for Director for the following:
 - American Society of Civil Engineers \$ 160
 - Institute of Transportation Engineers 160
 - American Public Works Association 180

- Code 650: Includes the cost of purchasing office supplies for the Division.

- Code 654: This is for the printing of maps, plans, forms and copying charges.

- Code 691: Monthly departmental cell phone charges.

- Code 977: Funds budgeted in this code include this program’s pro rata share of Liability Insurance and Claims costs.

DEPARTMENT: Public Works
PROGRAM: Administration

Account Code: 001-300

- Code 978: Funds budgeted in this code include this program's pro rata share of Building Maintenance and Replacement costs.
- Code 979: Funds budgeted in this code include this program's pro rata share of Vehicle Maintenance costs.
- Code 980: Funds budgeted in this code includes this program's pro rata share of Vehicle Replacement costs.
- Code 981: Funds budgeted in this code include this program's pro rata share of a Computer Maintenance costs.

DEPARTMENT: Public Works
PROGRAM: Administration

Account Code: 001-300



THIS PAGE INTENTIONALLY LEFT BLANK

City of La Palma

DEPARTMENT: Public Works
PROGRAM: Administration

Account Code: 001-300

Code	Description	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	% Change from	Fiscal Year	% Change from
		2007-08 Actual	2008-09 Adopted	2008-09 Amended	2009-10 Adopted	2008-09 Amended	2010-11 Estimated	2008-09 Adopted
PERSONNEL SERVICES								
501.000	Salaries - Full-time	\$ 68,910	\$ 71,600	\$ 71,600	\$ 73,100	2.1	\$ 79,800	9.2
505.000	Salary Savings Credit	-	(3,300)	(3,300)	(3,300)	-	(3,600)	9.1
530.000	Overtime	377	300	300	300	-	300	-
550.000	Employee Benefits	33,720	35,700	35,700	35,900	0.6	38,100	6.1
	TOTAL PERSONNEL SERVICES	103,007	104,300	104,300	106,000	1.6	114,600	8.1
MAINTENANCE AND OPERATIONS								
600.000	Professional Contract Services	27,983	32,250	32,250	46,300	43.6	45,400	(1.9)
620.000	Meetings & Training	2,849	2,500	2,500	2,500	-	2,500	-
622.000	Publications & Dues	166	500	500	500	-	500	-
623.000	Uniforms	150	-	-	-	N/A	-	N/A
650.000	Office Supplies	1,510	2,000	2,000	2,000	-	2,000	-
654.000	Printing & Reproduction	477	300	300	800	166.7	300	(62.5)
691.000	Communications	1,064	1,000	1,000	2,500	150.0	1,000	(60.0)
977.000	Liability Insurance & Claims	4,000	3,500	3,500	2,100	(40.0)	2,400	14.3
978.000	Building Maintenance/Replacmnt	2,000	2,000	2,000	2,000	-	2,000	-
979.000	Vehicle Maintenance	2,300	2,400	2,400	2,600	8.3	2,700	3.8

City of La Palma

DEPARTMENT: Public Works
 PROGRAM: Administration

Account Code: 001-300

Code	Description	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	% Change from	Fiscal Year	% Change from
		2007-08 Actual	2008-09 Adopted	2008-09 Amended	2009-10 Adopted	2008-09 Amended	2010-11 Estimated	2008-09 Adopted
980.000	Vehicle Replacement	3,100	3,100	3,100	3,200	3.2	3,300	3.1
981.000	Computer Maintenance	1,500	2,200	2,200	2,200	-	2,200	-
	TOTAL MAINTENANCE AND OPERATIONS	47,099	51,750	51,750	66,700	28.9	64,300	(3.6)
	CAPITAL OUTLAY/IMPROVEMENTS							
803.000	Office Equipment	-	-	-	500	N/A	-	(100.0)
	TOTAL CAPITAL	-	-	-	500	N/A	-	(100.0)
	TOTAL EXPENDITURES	\$ 150,106	\$ 156,050	\$ 156,050	\$ 173,200	11.0	\$ 178,900	3.3

City of La Palma

DEPARTMENT: Public Works
PROGRAM: Engineering

Account Code: 001-301

	Fiscal Year 2007-08 Actual	Fiscal Year 2008-09 Adopted	Fiscal Year 2008-09 Amended	Fiscal Year 2009-10 Adopted	% Change from Fiscal Year 2008-09 Amended	Fiscal Year 2010-11 Estimated	% Change from Fiscal Year 2008-09 Adopted
Personnel Services	\$ 57,848	\$ 59,500	\$ 59,500	\$ 61,500	3.4	\$ 66,000	7.3
Maintenance and Operations	7,558	9,600	9,600	9,400	(2.1)	9,700	3.2
Capital Outlay/Improvements	-	-	-	1,000	N/A	-	(100.0)
Total	\$ 65,406	\$ 69,100	\$ 69,100	\$ 71,900	4.1	\$ 75,700	5.3

PROGRAM DESCRIPTION:

The Engineering Division is responsible for the engineering functions of the City. Engineering plans submitted by private developers are reviewed and approved as appropriated. Other engineering functions include legal descriptions for boundary adjustments, review of design calculations for construction, drafting of minor plans and specifications for some projects, and project management of Capital Projects.

PROGRAM EXPLANATION:

- Code 501: Director of Public Works - 0.20
 Administrative Secretary - 0.25
 Engineering Technician - 0.10

- Code 505: Represents the salary savings anticipated during the year due to vacancies in the workforce. Estimated at three percent (3%).

- Code 530: Provides for personnel overtime.

DEPARTMENT: Public Works
PROGRAM: Engineering

Account Code: 001-301

- Code 550: Funds budgeted in this code include this program's pro rata share of Employee Benefits costs.
- Code 600: Contractual services for drafting and engineering services necessary to supplement City staff.
- Code 620: Meetings and training with the City Engineers Association of Orange County. Additional request of \$300 is for staff to attend Engineering Technology Workshop.
- Code 622: Miscellaneous engineering publications.
- Code 650: Envelopes, paper, typewriter supplies, staples, etc.
- Code 654: Various engineering printing needs.
- Code 977: Funds budgeted in this code include this program's pro rata share of Liability Insurance and Claims costs.
- Code 978: Funds budgeted in this code includes this program's pro rata share of Building Maintenance and Replacement costs.
- Code 979: Funds budgeted in this code includes this program's pro rata share of Vehicle Maintenance costs.
- Code 980: Funds budgeted in this code includes this program's pro rata share of Vehicle Replacement costs.
- Code 981: Funds budgeted in this code include this program's pro rata share of Computer Maintenance costs.

City of La Palma

DEPARTMENT: Public Works
PROGRAM: Engineering

Account Code: 001-301

Code	Description	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	% Change from	Fiscal Year	% Change from
		2007-08 Actual	2008-09 Adopted	2008-09 Amended	2009-10 Adopted	2008-09 Amended	2010-11 Estimated	2008-09 Adopted
PERSONNEL SERVICES								
501.000	Salaries - Full-time	\$ 39,374	\$ 41,000	\$ 41,000	\$ 42,500	3.7	\$ 46,100	8.5
505.000	Salary Savings Credit	-	(1,900)	(1,900)	(1,900)	-	(2,100)	10.5
550.000	Employee Benefits	18,365	20,400	20,400	20,900	2.5	22,000	5.3
	TOTAL PERSONNEL SERVICES	57,848	59,500	59,500	61,500	3.4	66,000	7.3
MAINTENANCE AND OPERATIONS								
600.000	Professional Contract Services	-	1,000	1,000	1,000	-	1,000	-
604.000	Computer Software Support	-	-	-	-	N/A	-	N/A
620.000	Meetings & Training	405	900	900	900	-	900	-
622.000	Publications & Dues	692	500	500	500	-	500	-
650.000	Office Supplies	-	500	500	500	-	500	-
654.000	Printing & Reproduction	361	500	500	500	-	500	-
977.000	Liability Insurance & Claims	1,600	1,300	1,300	800	(38.5)	900	12.5
978.000	Building Maintenance/Replacmnt	800	800	800	800	-	800	-
979.000	Vehicle Maintenance	2,300	2,400	2,400	2,600	8.3	2,700	3.8

City of La Palma

DEPARTMENT: Public Works
PROGRAM: Engineering

Account Code: 001-301

Code	Description	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	% Change from	Fiscal Year	% Change from
		2007-08 Actual	2008-09 Adopted	2008-09 Amended	2009-10 Adopted	2008-09 Amended	2010-11 Estimated	2008-09 Adopted
980.000	Vehicle Replacement	800	800	800	900	12.5	1,000	11.1
981.000	Computer Maintenance	600	900	900	900	-	900	-
	TOTAL MAINTENANCE AND OPERATIONS	7,558	9,600	9,600	9,400	(2.1)	9,700	3.2
	TOTAL EXPENDITURES	\$ 65,406	\$ 69,100	\$ 69,100	\$ 71,900	4.1	\$ 75,700	5.3

City of La Palma

DEPARTMENT: Public Works

Account Code: 001-320

PROGRAM: Street Maintenance - Storm Drains

	Fiscal Year 2007-08 Actual	Fiscal Year 2008-09 Adopted	Fiscal Year 2008-09 Amended	Fiscal Year 2009-10 Adopted	% Change from Fiscal Year 2008-09 Amended	Fiscal Year 2010-11 Estimated	% Change from Fiscal Year 2008-09 Adopted
Personnel Services	\$ 55,507	\$ 67,100	\$ 67,100	\$ 76,000	13.3	\$ 80,200	5.5
Maintenance and Operations	5,557	12,200	12,200	11,400	(6.6)	11,600	1.8
Capital Outlay/Improvements	-	-	-	-	N/A	-	N/A
Total	\$ 61,064	\$ 79,300	\$ 79,300	\$ 87,400	10.2	\$ 91,800	5.0

PROGRAM DESCRIPTION:

This program is responsible for the maintenance and repair of the City's 4.88 miles of storm drains, varying in size from 12 inches to 60 inches in diameter, and 201 catch basins. Responsibility includes cleaning the drains several times a year plus special patrols and cleanings during the rainy season.

PROGRAM EXPLANATION:

- Code 501: Maintenance Supervisor - 0.20
Lead Maintenance Worker - 0.20
Maintenance Worker - 0.40
Engineering Technician - 0.20

- Code 505: Represents the salary savings anticipated during the year due to vacancies in the workforce. Estimated at three percent (3%).

- Code 530: Provides for personnel overtime.

- Code 550: Funds budgeted in this code include this program's pro rata share of Employee Benefits costs.

DEPARTMENT: Public Works

Account Code: 001-320

PROGRAM: Street Maintenance - Storm Drains

- Code 600: Funds budgeted in this code include contract services for the following:

Repair of storm drains	\$ 1,000
County Waste Discharge Requirement (WDR) fees	4,500
Miscellaneous services as needed	2,000

- Code 705: Purchase of necessary materials to maintain storm drains and catch basins.

- Code 977: Funds budgeted in this code include this program's pro rata share of Liability Insurance and Claims costs.

- Code 978: Funds budgeted in this code include this program's pro rata share of Building Maintenance and Replacement costs.

- Code 979: Funds budgeted in this account include this program's pro rata share of Vehicle Maintenance and Replacement costs.

- Code 980: Funds budgeted in this code include this program's pro rata share of the Vehicle Replacement costs.

- Code 981: Funds budgeted in this code include this program's pro rata share of Computer Maintenance costs.

City of La Palma

DEPARTMENT: Public Works

Account Code: 001-320

PROGRAM: Street Maintenance - Storm Drains

<u>Code</u>	<u>Description</u>	<u>Fiscal Year 2007-08 Actual</u>	<u>Fiscal Year 2008-09 Adopted</u>	<u>Fiscal Year 2008-09 Amended</u>	<u>Fiscal Year 2009-10 Adopted</u>	<u>% Change from Fiscal Year 2008-09 Amended</u>	<u>Fiscal Year 2010-11 Estimated</u>	<u>% Change from Fiscal Year 2008-09 Adopted</u>
PERSONNEL SERVICES								
501.000	Salaries - Full-time	\$ 36,373	\$ 44,400	\$ 44,400	\$ 50,800	14.4	\$ 54,200	6.7
505.000	Salary Savings Credit	-	(2,000)	(2,000)	(2,300)	15.0	(2,400)	4.3
530.000	Overtime	1,989	2,500	2,500	2,500	-	2,500	-
550.000	Employee Benefits	17,145	22,200	22,200	25,000	12.6	25,900	3.6
	TOTAL PERSONNEL SERVICES	<u>55,507</u>	<u>67,100</u>	<u>67,100</u>	<u>76,000</u>	13.3	<u>80,200</u>	5.5
MAINTENANCE AND OPERATIONS								
600.000	Professional Contract Services	755	7,500	7,500	7,500	-	7,500	-
620.000	Meetings & Training	50	-	-	-	N/A	-	N/A
705.000	Maintenance & Repair Materials	352	300	300	300	-	300	-
977.000	Liability Insurance & Claims	1,900	1,600	1,600	800	(50.0)	900	12.5
978.000	Building Maintenance/Replacmnt	900	900	900	900	-	900	-
979.000	Vehicle Maintenance	900	900	900	1,100	22.2	1,200	9.1
981.000	Computer Maintenance	700	1,000	1,000	800	(20.0)	800	-
	TOTAL MAINTENANCE AND OPERATIONS	<u>5,557</u>	<u>12,200</u>	<u>12,200</u>	<u>11,400</u>	(6.6)	<u>11,600</u>	1.8
	TOTAL EXPENDITURES	<u>\$ 61,064</u>	<u>\$ 79,300</u>	<u>\$ 79,300</u>	<u>\$ 87,400</u>	10.2	<u>\$ 91,800</u>	5.0

DEPARTMENT: Public Works
PROGRAM: Street Maintenance - Storm Drains

Account Code: 001-320



THIS PAGE INTENTIONALLY LEFT BLANK

City of La Palma

DEPARTMENT: Public Works

Account Code: 001-321

PROGRAM: Street Maintenance - Block Walls

	Fiscal Year 2007-08 Actual	Fiscal Year 2008-09 Adopted	Fiscal Year 2008-09 Amended	Fiscal Year 2009-10 Adopted	% Change from Fiscal Year 2008-09 Amended	Fiscal Year 2010-11 Estimated	% Change from Fiscal Year 2008-09 Adopted
Personnel Services	\$ 24,295	\$ 30,700	\$ 30,700	\$ 34,500	12.4	\$ 36,900	7.0
Maintenance and Operations	7,864	7,100	7,100	6,800	(4.2)	7,100	4.4
Capital Outlay/Improvements	-	-	-	-	N/A	-	N/A
Total	\$ 32,159	\$ 37,800	\$ 37,800	\$ 41,300	9.3	\$ 44,000	6.5

PROGRAM DESCRIPTION:

This program is for the maintenance of arterial walls. This includes the landscape maintenance, as well as sandblasting and waterblasting removal of approximately 200,000 square feet of graffiti annually. The program also provides for maintenance of block walls.

PROGRAM EXPLANATION:

- Code 501: Maintenance Supervisor - 0.10
Lead Maintenance Worker - 0.20
Maintenance Worker - 0.20
- Code 505: Represents the salary savings anticipated during the year due to vacancies in the workforce. Estimated at three percent (3%).
- Code 530: Provides for personnel overtime.
- Code 550: Funds budgeted in this code include this program's pro rata share of Employee Benefits costs.
- Code 705: Maintenance of arterial walls including graffiti removal, painting, and landscaping.

DEPARTMENT: Public Works

Account Code: 001-321

PROGRAM: Street Maintenance - Block Walls

- Code 707: Maintenance and repair of equipment used to work on block walls.

- Code 725: Small tools and other equipment used for block wall maintenance.

- Code 977: Funds budgeted in this code include this program's pro rata share of Liability Insurance and Claims costs.

- Code 978: Funds budgeted in this code include this program's pro rata share of Building Maintenance and Replacement costs.

- Code 979: Funds budgeted in this account include this program's pro rata share of Vehicle Maintenance and Replacement costs.

- Code 980: Funds budgeted in this code include this program's pro rata share of Vehicle Replacement costs.

- Code 981: Funds budgeted in this code include this program's pro rata share of Computer Maintenance costs.

City of La Palma

DEPARTMENT: Public Works

Account Code: 001-321

PROGRAM: Street Maintenance - Block Walls

Code	Description	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	% Change from	Fiscal Year	% Change from
		2007-08 Actual	2008-09 Adopted	2008-09 Amended	2009-10 Adopted	2008-09 Amended	2010-11 Estimated	2008-09 Adopted
PERSONNEL SERVICES								
501.000	Salaries - Full-time	\$ 16,506	\$ 21,000	\$ 21,000	\$ 23,700	12.9	\$ 25,600	8.0
505.000	Salary Savings Credit	-	(1,000)	(1,000)	(1,100)	10.0	(1,100)	-
530.000	Overtime	-	200	200	200	-	200	-
550.000	Employee Benefits	7,789	10,500	10,500	11,700	11.4	12,200	4.3
	TOTAL PERSONNEL SERVICES	<u>24,295</u>	<u>30,700</u>	<u>30,700</u>	<u>34,500</u>	12.4	<u>36,900</u>	7.0
MAINTENANCE AND OPERATIONS								
705.000	Maintenance & Repair Materials	1,642	600	600	600	-	600	-
707.000	Maintenance & Repair of Eqpt	-	300	300	300	-	300	-
725.000	Small Tools/Other Equipment	322	-	-	-	N/A	-	N/A
977.000	Liability Insurance & Claims	900	900	900	400	(55.6)	400	-
978.000	Building Maintenance/Replacmnt	400	400	400	400	-	400	-
979.000	Vehicle Maintenance	800	800	800	1,000	25.0	1,100	10.0
980.000	Vehicle Replacement	3,500	3,500	3,500	3,700	5.7	3,900	5.4
981.000	Computer Maintenance	300	600	600	400	(33.3)	400	-
	TOTAL MAINTENANCE AND OPERATIONS	<u>7,864</u>	<u>7,100</u>	<u>7,100</u>	<u>6,800</u>	(4.2)	<u>7,100</u>	4.4
	TOTAL EXPENDITURES	<u>\$ 32,159</u>	<u>\$ 37,800</u>	<u>\$ 37,800</u>	<u>\$ 41,300</u>	9.3	<u>\$ 44,000</u>	6.5

DEPARTMENT: Public Works

Account Code: 001-321

PROGRAM: Street Maintenance - Block Walls



THIS PAGE INTENTIONALLY LEFT BLANK

City of La Palma

DEPARTMENT: Public Works

Account Code: 001-322

PROGRAM: Street Maintenance - Concrete

	Fiscal Year 2007-08 Actual	Fiscal Year 2008-09 Adopted	Fiscal Year 2008-09 Amended	Fiscal Year 2009-10 Adopted	% Change from Fiscal Year 2008-09 Amended	Fiscal Year 2010-11 Estimated	% Change from Fiscal Year 2008-09 Adopted
Personnel Services	\$ 24,295	\$ 30,700	\$ 30,700	\$ 34,500	12.4	\$ 36,900	7.0
Maintenance and Operations	5,114	6,800	6,800	6,800	-	6,900	1.5
Capital Outlay/Improvements	-	-	-	-	N/A	-	N/A
Total	<u>\$ 29,409</u>	<u>\$ 37,500</u>	<u>\$ 37,500</u>	<u>\$ 41,300</u>	10.1	<u>\$ 43,800</u>	6.1

PROGRAM DESCRIPTION:

This program is responsible for the maintenance, repair, and replacement of the concrete sidewalks, cross gutters, curbs, and gutters throughout the City and the maintenance of block walls. The majority of large repair and replacement of concrete is completed by contract under the Capital Improvement Plan (CIP).

PROGRAM EXPLANATION:

- Code 501: Maintenance Supervisor - 0.10
Lead Maintenance Worker - 0.20
Maintenance Worker - 0.20
- Code 505: Represents the salary savings anticipated during the year due to vacancies in the workforce. Estimated at three percent (3%).
- Code 530: Provides for personnel overtime.
- Code 550: Funds budgeted in this code include this program's pro rata share of Employee Benefits costs.

DEPARTMENT: Public Works

Account Code: 001-322

PROGRAM: Street Maintenance - Concrete

- Code 705: Accelerated repair of lifted sidewalks of a minor nature and material cost for concrete work performed by the City.
- Code 725: Small tool purchases for concrete work. Tools to be purchased are: tamper/roller, hand edger floats, battery operated drill motor, miscellaneous hand tools, rake booms, loppers, saws, shears, and banding tools for sign replacements and installation.
- Code 977: Funds budgeted in this code include this program's pro rata share of Liability Insurance and Claims costs.
- Code 978: Funds budgeted in this code include this program's pro rata share of Building Maintenance and Replacement costs.
- Code 979: Funds budgeted in this code include this program's pro rata share of Vehicle Maintenance and Replacement costs.
- Code 981: Funds budgeted in this code include this program's pro rata share of Computer Maintenance costs.

City of La Palma

DEPARTMENT: Public Works

Account Code: 001-322

PROGRAM: Street Maintenance - Concrete

Code	Description	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	% Change from	Fiscal Year	% Change from
		2007-08 Actual	2008-09 Adopted	2008-09 Amended	2009-10 Adopted	2008-09 Amended	2010-11 Estimated	2008-09 Adopted
PERSONNEL SERVICES								
501.000	Salaries - Full-time	\$ 16,506	\$ 21,000	\$ 21,000	\$ 23,700	12.9	\$ 25,600	8.0
505.000	Salary Savings Credit	-	(1,000)	(1,000)	(1,100)	10.0	(1,100)	-
530.000	Overtime	-	200	200	200	-	200	-
550.000	Employee Benefits	7,789	10,500	10,500	11,700	11.4	12,200	4.3
	TOTAL PERSONNEL SERVICES	<u>24,295</u>	<u>30,700</u>	<u>30,700</u>	<u>34,500</u>	12.4	<u>36,900</u>	7.0
MAINTENANCE AND OPERATIONS								
705.000	Maintenance & Repair Materials	1,813	3,500	3,500	3,500	-	3,500	-
725.000	Small Tools/Other Equipment	701	1,000	1,000	1,000	-	1,000	-
977.000	Liability Insurance & Claims	900	600	600	400	(33.3)	400	-
978.000	Building Maintenance/Replacmnt	500	500	500	500	-	500	-
979.000	Vehicle Maintenance	800	800	800	1,000	25.0	1,100	10.0
981.000	Computer Maintenance	400	400	400	400	-	400	-
	TOTAL MAINTENANCE AND OPERATIONS	<u>5,114</u>	<u>6,800</u>	<u>6,800</u>	<u>6,800</u>	-	<u>6,900</u>	1.5
	TOTAL EXPENDITURES	<u>\$ 29,409</u>	<u>\$ 37,500</u>	<u>\$ 37,500</u>	<u>\$ 41,300</u>	10.1	<u>\$ 43,800</u>	6.1

DEPARTMENT: Public Works
PROGRAM: Street Maintenance - Concrete

Account Code: 001-322



THIS PAGE INTENTIONALLY LEFT BLANK

City of La Palma

DEPARTMENT: Public Works
PROGRAM: Parks Maintenance

Account Code: 001-341

	Fiscal Year 2007-08 Actual	Fiscal Year 2008-09 Adopted	Fiscal Year 2008-09 Amended	Fiscal Year 2009-10 Adopted	% Change from Fiscal Year 2008-09 Amended	Fiscal Year 2010-11 Estimated	% Change from Fiscal Year 2008-09 Adopted
Personnel Services	\$ 21,960	\$ 23,000	\$ 23,000	\$ 24,100	4.8	\$ 25,200	4.6
Maintenance and Operations	142,782	143,600	143,600	142,900	(0.5)	144,000	0.8
Capital Outlay/Improvements	-	4,600	4,600	-	(100.0)	-	N/A
Total	\$ 164,742	\$ 171,200	\$ 171,200	\$ 167,000	(2.5)	\$ 169,200	1.3

PROGRAM DESCRIPTION:

This program is responsible for the maintenance of Central Park (6.2 acres), the Edison Right-of-Way (24.5 acres), El Rancho Verde Park (2.0 acres), and Denni Street Mini-Park (0.30 acres). There are a total of 2,426 trees in these parks that are maintained by the City.

PROGRAM EXPLANATION:

- Code 501: Director of Public Works - 0.05
- Code 505: Represents the salary savings anticipated during the year due to vacancies in the workforce. Estimated at three percent (3%).
- Code 530: Required overtime for Park call outs and activities, etc. and support for special events.
- Code 550: Funds budgeted in this code include this program's pro rata share of Employee Benefits costs.

DEPARTMENT: Public Works
PROGRAM: Parks Maintenance

Account Code: 001-341

Code 600: Funds budgeted in this code include contract service for the following:

Mowing services:	
Southern California Edison Right-of Way	\$ 30,500
Central Park	8,700
City Hall and Police Department	2,000
City Yard and Moody Street Well Lot	2,200
Walker Well	800
Denni Street	1,700
Gopher control	600
Miscellaneous services	7,600

Code 620: Irrigation and park maintenance training.

Code 693: Charges for electric energy for maintenance of parks and the Edison Right-of-Way.

Code 703: Cost to lease Edison Right-of-Way.

Code 705: Funds budgeted in this code include maintenance and repair materials for the following:

Fertilizing three times per year	\$ 2,500
Sprinkler parts	2,000
Trash bags	1,500
Miscellaneous supplies	1,000

DEPARTMENT: Public Works
PROGRAM: Parks Maintenance

Account Code: 001-341

- Code 707: Maintenance and repair of park equipment.
- Code 725: Miscellaneous purchases of tools for parks maintenance.(i.e. hand tools and weed eater)
- Code 804: Replacement purchase of an existing worn out tow behind "Turf-Vac" for cleaning Central Park Turf areas during winter months.
- Code 977: Funds budgeted in this code include this program's pro rata share of Liability Insurance and Claims costs.
- Code 978: Funds budgeted in this code include this program's pro rata share of Building Maintenance and Replacement costs.
- Code 979: Program's pro rata share of vehicle maintenance and operation costs including gas, oil, and any necessary repairs.
- Code 980: Funds budgeted in this code includes this program's pro rata share of Vehicle Replacement costs.
- Code 981: Funds budgeted in this code includes this program's pro rata share of Computer Maintenance costs.

DEPARTMENT: Public Works
PROGRAM: Parks Maintenance

Account Code: 001-341



THIS PAGE INTENTIONALLY LEFT BLANK

City of La Palma

DEPARTMENT: Public Works
PROGRAM: Parks Maintenance

Account Code: 001-341

Code	Description	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	% Change from	Fiscal Year	% Change from
		2007-08 Actual	2008-09 Adopted	2008-09 Amended	2009-10 Adopted	2008-09 Amended	2010-11 Estimated	2008-09 Adopted
PERSONNEL SERVICES								
501.000	Salaries - Full-time	\$ 12,066	\$ 12,400	\$ 12,400	\$ 13,200	6.5	\$ 14,100	6.8
505.000	Salary Savings Credit	-	(600)	(600)	(600)	-	(600)	-
530.000	Overtime	4,261	5,000	5,000	5,000	-	5,000	-
550.000	Employee Benefits	5,633	6,200	6,200	6,500	4.8	6,700	3.1
TOTAL PERSONNEL SERVICES		<u>21,960</u>	<u>23,000</u>	<u>23,000</u>	<u>24,100</u>	4.8	<u>25,200</u>	4.6
MAINTENANCE AND OPERATIONS								
600.000	Professional Contract Services	65,071	59,500	59,500	59,500	-	59,500	-
620.000	Meetings & Training	629	800	800	800	-	800	-
693.000	Electric	37,243	45,000	45,000	45,000	-	45,000	-
703.000	Property Leases	1,940	11,000	11,000	11,000	-	11,000	-
705.000	Maintenance & Repair Materials	12,717	7,000	7,000	7,000	-	7,000	-
707.000	Maintenance & Repair of Eqpt	5,165	1,000	1,000	1,000	-	1,000	-
725.000	Small Tools/Other Equipment	517	500	500	500	-	500	-
977.000	Liability Insurance & Claims	5,500	4,100	4,100	2,800	(31.7)	3,200	14.3
978.000	Building Maintenance/Replacmnt	1,800	1,800	1,800	1,800	-	1,800	-
979.000	Vehicle Maintenance	2,300	2,400	2,400	2,400	-	2,700	12.5

City of La Palma

DEPARTMENT: Public Works
PROGRAM: Parks Maintenance

Account Code: 001-341

Code	Description	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	% Change from	Fiscal Year	% Change from
		2007-08 Actual	2008-09 Adopted	2008-09 Amended	2009-10 Adopted	2008-09 Amended	2010-11 Estimated	2008-09 Adopted
980.000	Vehicle Replacement	7,800	7,800	7,800	8,200	5.1	8,600	4.9
981.000	Computer Maintenance	2,100	2,700	2,700	2,900	7.4	2,900	-
	TOTAL MAINTENANCE AND OPERATIONS	<u>142,782</u>	<u>143,600</u>	<u>143,600</u>	<u>142,900</u>	(0.5)	<u>144,000</u>	0.8
	TOTAL EXPENDITURES	<u>\$ 164,742</u>	<u>\$ 171,200</u>	<u>\$ 171,200</u>	<u>\$ 167,000</u>	(2.5)	<u>\$ 169,200</u>	1.3

City of La Palma

DEPARTMENT: Public Works

Account Code: 001-342

PROGRAM: Street Trees and Medians

	Fiscal Year 2007-08 Actual	Fiscal Year 2008-09 Adopted	Fiscal Year 2008-09 Amended	Fiscal Year 2009-10 Adopted	% Change from Fiscal Year 2008-09 Amended	Fiscal Year 2010-11 Estimated	% Change from Fiscal Year 2008-09 Adopted
Personnel Services	\$ 17,277	\$ 18,000	\$ 18,000	\$ 18,700	3.9	\$ 19,300	3.2
Maintenance and Operations	52,728	70,500	70,500	70,700	0.3	71,100	0.6
Capital Outlay/Improvements	-	-	-	-	N/A	-	N/A
Total	\$ 70,005	\$ 88,500	\$ 88,500	\$ 89,400	1.0	\$ 90,400	1.1

PROGRAM DESCRIPTION:

This program is responsible for the maintenance of the landscaping for the street medians (3.17 acres), vines on block walls (1.67 miles), and street trees (886) throughout the City.

PROGRAM EXPLANATION:

- Code 501: Lead Maintenance Worker - 0.25
- Code 505: Represents the salary savings anticipated during the year due to vacancies in the workforce. Estimated at three percent (3%).
- Code 530: Required overtime for call outs and activities.
- Code 550: Funds budgeted in this code include this program's pro rata share of Employee Benefits costs.

DEPARTMENT: Public Works
PROGRAM: Street Trees and Medians

Account Code: 001-342

Code 600: Funds budgeted in this code include contract services for the following:

Mowing of medians:	
La Palma Avenue	\$ 4,500
Moody Street	4,800
Walker Street	1,200
Orangethorpe Avenue	2,100
Valley View Street	4,800
Houston Avenue	2,900
Maintenance of vines on block walls	6,600
Miscellaneous services	3,100

Code 623: Purchases of uniforms.

Code 693: Electric utility charges.

Code 705: Funds budgeted in this code include maintenance and repair materials for such items as the replacement of dead and missing plants in planters, sprinkler repairs and replacements, batteries for sprinkler controllers, fertilizer, and herbicide.

Code 707: Miscellaneous supplies used in routine maintenance or repair of medians.

Code 709: Miscellaneous supplies used in improvements to medians.

DEPARTMENT: Public Works

Account Code: 001-342

PROGRAM: Street Trees and Medians

Code 725: Purchase of cones, traffic control signs, and basic landscaping tools.

Code 742: Funds budgeted in this code include street tree maintenance and replacement for the following:

Trim 25% of City-owned trees per year	\$	3,500
Replacement of dead or damaged trees		1,500
Trim 230 trees in the Edison Right-of-Way		10,000
Removal of six Sycamore trees in Edison right-of-way		5,000

Code 977: Funds budgeted in this code include this program's pro rata share of Liability Insurance and Claims costs.

Code 978: Funds budgeted in this code include this program's pro rata share of Building Maintenance and Replacement costs.

Code 979: Funds budgeted in this code include this program's pro rata share of Vehicle Maintenance costs.

Code 980: Funds budgeted in this code include this program's pro rata share of Vehicle Replacement costs.

Code 981: Funds budgeted in this code include this program's pro rata share of a Computer Maintenance costs.

DEPARTMENT: Public Works
PROGRAM: Street Trees and Medians

Account Code: 001-342



THIS PAGE INTENTIONALLY LEFT BLANK

City of La Palma

DEPARTMENT: Public Works

Account Code: 001-342

PROGRAM: Street Trees and Medians

Code	Description	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	% Change from	Fiscal Year	% Change from
		2007-08 Actual	2008-09 Adopted	2008-09 Amended	2009-10 Adopted	2008-09 Amended	2010-11 Estimated	2008-09 Adopted
PERSONNEL SERVICES								
501.000	Salaries - Full-time	\$ 11,694	\$ 12,000	\$ 12,000	\$ 12,600	5.0	\$ 13,100	4.0
505.000	Salary Savings Credit	-	(500)	(500)	(600)	20.0	(600)	-
530.000	Overtime	125	500	500	500	-	500	-
550.000	Employee Benefits	5,458	6,000	6,000	6,200	3.3	6,300	1.6
TOTAL PERSONNEL SERVICES		17,277	18,000	18,000	18,700	3.9	19,300	3.2
MAINTENANCE AND OPERATIONS								
600.000	Professional Contract Services	34,000	30,000	30,000	30,000	-	30,000	-
623.000	Uniforms	3,187	2,500	2,500	2,500	-	2,500	-
693.000	Electric	2,218	2,500	2,500	2,500	-	2,500	-
705.000	Maintenance & Repair Materials	2,081	4,000	4,000	6,000	50.0	6,000	-
707.000	Maintenance & Repair of Eqpt	-	500	500	500	-	500	-
709.000	Maint & Repair-Improvements	-	500	500	500	-	500	-
725.000	Small Tools/Other Equipment	-	1,000	1,000	1,000	-	1,000	-
742.000	Street Tree Replacement	1,742	20,000	20,000	20,000	-	20,000	-
977.000	Liability Insurance & Claims	3,000	2,500	2,500	1,100	(56.0)	1,300	18.2
978.000	Building Maintenance/Replacmnt	1,200	1,200	1,200	1,200	-	1,200	-
979.000	Vehicle Maintenance	1,100	1,200	1,200	1,200	-	1,300	8.3

City of La Palma

DEPARTMENT: Public Works
PROGRAM: Street Trees and Medians

Account Code: 001-342

Code	Description	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	% Change from	Fiscal Year	% Change from
		2007-08 Actual	2008-09 Adopted	2008-09 Amended	2009-10 Adopted	2008-09 Amended	2010-11 Estimated	2008-09 Adopted
980.000	Vehicle Replacement	3,000	3,000	3,000	3,100	3.3	3,200	3.2
981.000	Computer Maintenance	1,200	1,600	1,600	1,100	(31.3)	1,100	-
	TOTAL MAINTENANCE AND OPERATIONS	52,728	70,500	70,500	70,700	0.3	71,100	0.6
	TOTAL EXPENDITURES	\$ 70,005	\$ 88,500	\$ 88,500	\$ 89,400	1.0	\$ 90,400	1.1

City of La Palma

DEPARTMENT: Public Works
PROGRAM: Street Lighting

Account Code: 001-343

	Fiscal Year 2007-08 Actual	Fiscal Year 2008-09 Adopted	Fiscal Year 2008-09 Amended	Fiscal Year 2009-10 Adopted	% Change from Fiscal Year 2008-09 Amended	Fiscal Year 2010-11 Estimated	% Change from Fiscal Year 2008-09 Adopted
Personnel Services	\$ 17,152	\$ 17,500	\$ 17,500	\$ 18,200	4.0	\$ 18,800	3.3
Maintenance and Operations	146,163	144,300	144,300	142,300	(1.4)	143,000	0.5
Capital Outlay/Improvements	-	-	-	-	N/A	-	N/A
Total	<u>\$ 163,315</u>	<u>\$ 161,800</u>	<u>\$ 161,800</u>	<u>\$ 160,500</u>	(0.8)	<u>\$ 161,800</u>	0.8

PROGRAM DESCRIPTION:

Provides for the operation, maintenance, and repair of 972 street lights on all streets in the City.

PROGRAM EXPLANATION:

- Code 501: Lead Maintenance Worker - 0.25
- Code 505: Represents the salary savings anticipated during the year due to vacancies in the workforce. Estimated at three percent (3%).
- Code 550: Funds budgeted in this code include this program's pro rata share of Employee Benefits costs.
- Code 693: Electric utility charges for City's streetlights. Added \$6,000 for expected increase in utility rate.
- Code 977: Funds budgeted in this code includes this program's pro rata share of Liability Insurance and Claims costs.
- Code 978: Funds budgeted in this code includes this program's pro rata share of Building Maintenance and Replacement costs.

DEPARTMENT: Public Works
PROGRAM: Street Lighting

Account Code: 001-343

Code 979: Funds budgeted in this code includes this program's pro rata share of Vehicle Maintenance costs.

Code 981: Funds budgeted in this code includes this program's pro rata share of Computer Maintenance costs.

City of La Palma

DEPARTMENT: Public Works
PROGRAM: Street Lighting

Account Code: 001-343

Code	Description	Fiscal Year	Fiscal Year	Fiscal Year	% Change from		% Change from	
		2007-08 Actual	2008-09 Adopted	2008-09 Amended	Fiscal Year 2009-10 Adopted	Fiscal Year 2008-09 Amended	Fiscal Year 2010-11 Estimated	Fiscal Year 2008-09 Adopted
PERSONNEL SERVICES								
501.000	Salaries - Full-time	\$ 11,694	\$ 12,000	\$ 12,000	\$ 12,600	5.0	\$ 13,100	4.0
505.000	Salary Savings Credit	-	(500)	(500)	(600)	20.0	(600)	-
550.000	Employee Benefits	5,458	6,000	6,000	6,200	3.3	6,300	1.6
	TOTAL PERSONNEL SERVICES	<u>17,152</u>	<u>17,500</u>	<u>17,500</u>	<u>18,200</u>	4.0	<u>18,800</u>	3.3
MAINTENANCE AND OPERATIONS								
693.000	Electric	134,763	132,000	132,000	132,000	-	132,000	-
977.000	Liability Insurance & Claims	5,100	4,800	4,800	2,900	(39.6)	3,300	13.8
978.000	Building Maintenance/Replacmnt	2,000	2,000	2,000	2,000	-	2,000	-
979.000	Vehicle Maintenance	2,300	2,400	2,400	2,400	-	2,700	12.5
981.000	Computer Maintenance	2,000	3,100	3,100	3,000	(3.2)	3,000	-
	TOTAL MAINTENANCE AND OPERATIONS	<u>146,163</u>	<u>144,300</u>	<u>144,300</u>	<u>142,300</u>	(1.4)	<u>143,000</u>	0.5
	TOTAL EXPENDITURES	<u>\$ 163,315</u>	<u>\$ 161,800</u>	<u>\$ 161,800</u>	<u>\$ 160,500</u>	(0.8)	<u>\$ 161,800</u>	0.8