



City of La Habra Heights

1245 No. Hacienda Road
La Habra Heights, CA 90631
(562) 694-6302

MEMORANDUM

DATE: April 5, 2018
For the April 16, 2018 Budget Study Session

FROM: Jarad Hildenbrand, City Manager
Eric Hendrickson, Finance Manager

TO: Mayor and City Council

SUBJECT: **FY 2018/19 BUDGET ASSUMPTIONS**

In order to assist Council in following the logic of this year's budget document, staff has outlined below the significant assumptions that were used to prepare the DRAFT 2018/19 Budget.

The draft budget as presented is balanced:

General Fund Revenue:	\$3,371,165
General Fund Expenditures	\$3,317,568
Revenues OVER / (UNDER) Expenditures:	\$ 53,597

When available, the City forecasted revenue using external data from HdL, NBS, LA Metro, the State of California, and Los Angeles County Assessor. Otherwise, historical data was used to project future revenue.

Salaries and Benefits:

1. New to the City in FY 2017/18 was a salaries and benefits resolution. This resolution simply memorializes employment benefits and salary rates for all classes of employment. There will be no changes to this resolution in FY 2018/19.
2. Salaries and benefits totals have assumed a one-step increase for every staff member on their anniversary date, if merited as determined by the City Manager.
3. Effective January 1, 2019, Fire Captains will be paid \$17.00/hour. This increase is to keep an effective balance between the rising minimum wage for Paramedics and the wage for Fire Captains.
4. Effective January 1, 2019, minimum wage for Paramedics will increase by \$1.00/hour to \$12.00/hour.

GENERAL FUND

Revenues:

Overall, staff is assuming an increase of \$4,165 from the prior year in General Fund Revenues for FY 2018/19. A few reasons for the increase:

1. Anticipated increase in property tax revenue of \$63,615.
2. Anticipated reduction in business license fees of \$18,750.
3. Anticipated increase in investment earnings of \$30,000.
4. Anticipated decrease of oil well inspection fees of \$54,000.
5. Anticipated increase in development fees of about \$50,000. Due to the recently completed fee study, the actual development fee revenue could be much higher. It is best practice to budget conservatively in the first year. In future years, we can take historical data as our basis for future development fee revenue.
6. Anticipated elimination of Emergency Response Fee and Paramedic Membership Program of \$93,000.
7. Anticipated increase in Brush Clearance revenue of unknown, budgeted at \$0?

Expenditures:

Overall staff is assuming a significant decrease in General Fund expenditures of \$538,745 for FY 2018/19. A few reasons for the decrease:

1. The City's annual insurance premium decreased by \$158,470 to \$280,751. The prior year's premium was a one-time abnormality. Some claims take many years to resolve and over time their estimated values change as new information becomes available. Retrospective adjustments are based on the on-going claim development of past coverage periods, and can result in either an additional deposit or a refund.
2. In Fiscal Year 17/18, the City purchased a new Type III fire engine for \$405,960. No vehicle purchases are currently budgeted for in FY 18/19.
3. The LASD contract increased by 2.57% or \$25,376. In addition, the Liability Trust Fund increased from 10% to 10.5%. Potential savings could be realized with a change of deployment or staffing, but for budgetary purposes it was kept status quo. Mayor Pro Tem Bergman and Council Member Klingfus are working with staff on this new model, which will be presented at May's meeting.
4. Approximately \$27,000 was spent on the election in FY 17/18. No election is currently scheduled for FY 18/19.

SPECIAL REVENUE FUNDS

Revenues:

Most of the revenue in the Special Revenue Funds will stay the same. However, a few changes will occur in FY 18/19:

1. Fiscal year 18/19 will be the first full year of Road Maintenance Rehabilitation revenue (Gas Tax SB1). The City is estimated to receive approximately \$90,000.
2. Fiscal year 18/19 will be the first full year of Measure M revenues. Measure M was passed in the recent election and provides funding to cities for transportation purposes. The City is slated to receive about \$75,000 next year.
3. The City is currently estimating a 2.0% increase in the Fire Tax revenue totaling \$22,506.
4. The City was awarded the SAFER grant in FY 16/17. These grant funds will offset the burden to the Fire Fund of about \$189,000.

Expenses:

The most significant use of Special Revenue Funds in FY 18/19 will be for the Street Improvement Project. All of the City's Special Revenue Funds are designated for transportation purposes. Gas Tax, Road Maintenance Rehab, Prop C, Measure R, and Measure M will fund this one project totaling \$500,018.

CAPITAL PROJECTS

Management has made the following assumptions for funded Capital Improvement Projects:

1. One capital project, the FY 18/19 Street Improvement Project, is budgeted for in FY 18/19 totaling \$500,018.
2. This project is a major investment in our streets. However, according to the Pavement Management Plan, more funds are needed for future street improvements. Potential additional funding is pending the outcome of the proposed Street Maintenance Assessment District No. 7.
3. Assuming all projects are completed in FY 18/19, there will be no remaining fund balances in the years after to perform new projects.

RESERVES

The proposed budget for FY 18/19 estimates the June 30, 2019 fund balance to be \$5,554,332. Management has made the following assumptions for Reserves:

General Fund Undesignated Reserves \$4,954,332
- Minimum of \$3,000,000 per Council policy

General Fund Designated Reserves

Infrastructure	\$ 100,000
Equipment Replacement	\$ 150,000
Civic Facilities	\$ 100,000
Insurance	\$ 100,000
Contingency	\$ 100,000
Pension Liability	\$ 50,000

ATTACHMENTS

1. FY 2018-19 Draft Budget (numbers only)
2. 2018-19 Budgeted Salary Schedule



City of La Habra Heights
Adopted Budget
For Fiscal Year 2018-19

Summary of Sources and Uses by Fund

	Estimated Fund Balance June 30, 2018	Estimated Revenues	Transfers In	Estimated Expenditures	Transfers Out	Estimated Fund Balance June 30, 2019
101 General Fund Unassigned	2,050,735	3,071,165	150,000	2,946,137	371,431	1,954,332
Reserve Policy	3,000,000					3,000,000
Infrastructure	50,000	50,000				100,000
Roads & Storm Drains						
Equipment Replacement	100,000	50,000				150,000
Vehicles & Machinery						
Civic Facilities	50,000	50,000				100,000
City Hall, Fire Station, Gymnasium, & Park						
Insurance	100,000					100,000
Contingency	100,000					100,000
Pension Liability	50,000					50,000
TOTAL GENERAL FUND	5,500,735	3,221,165	150,000	2,946,137	371,431	5,554,332
RESTRICTED FUNDS						
210 Gas Tax	1,685	143,698	-	143,698	-	1,685
215 Road Maintenance Rehab	-	90,819	-	90,719	-	100
220 Prop A	85,374	107,576	-	146,000	-	46,950
221 Prop C	-	89,292	-	88,692	-	600
222 Measure M	75	75,438	-	75,388	-	125
225 Measure R	461	66,621	-	66,521	-	561
228 AB 2766 - AQMD	9,026	6,150	-	-	-	15,176
229 TDA	-	20,000	-	20,000	-	-
230 STP-L	-	-	-	-	-	-
233 Recycling Grant	6,067	5,060	-	-	-	11,127
240 CDBG	-	-	-	-	-	-
260 Fire District	-	1,147,806	371,431	1,519,237	-	-
262 SLES	51,518	100,200	-	-	150,000	1,718
264 CLEEP Grant	5,768	100	-	4,500	-	1,368
265 SAFER Grant	-	189,549	-	189,549	-	-
280 PEG Fees	17,921	12,100	-	20,000	-	10,021
512 District #4 Road Maint.	-	-	-	-	-	-
710 District #1 Road Maint.	-	-	-	-	-	-
ALL FUNDS	5,678,630	5,275,574	521,431	5,310,441	521,431	5,643,763



City of La Habra Heights
General Fund Summary
For Fiscal Year 2018-19

	2015-2016 Actual	2016-2017 Actual	2017-2018 Budget	2017-2018 Estimate	2018-2019 Adopted
REVENUE SUMMARY					
PROPERTY TAXES	1,904,254	1,973,406	2,009,300	2,009,300	2,072,915
OTHER TAXES	410,630	410,398	365,000	365,000	344,250
DEVELOPMENT FEES	388,848	370,593	300,500	300,500	350,700
FINES AND FORFEITURES	14,889	16,781	17,000	17,000	22,000
INVESTMENT REVENUES	16,753	22,963	60,000	60,000	90,000
OTHER GOV'T AGENCIES	62,195	62,446	62,300	62,300	100,500
FIRE OPERATIONS REVENUES	95,188	88,157	108,000	108,000	12,000
MISCELLANEOUS REVENUES	610,577	300,971	294,900	294,900	228,800
TOTAL REVENUE	3,503,335	3,245,714	3,217,000	3,217,000	3,221,165
TRANSFERS IN	100,000	100,000	150,000	150,000	150,000
TOTAL REVENUE & TRANSFERS IN	3,603,335	3,345,714	3,367,000	3,367,000	3,371,165
EXPENDITURE SUMMARY					
CITY COUNCIL	6,138	6,892	12,400	12,400	12,400
CITY MANAGER	305,660	416,068	360,941	360,941	401,678
CITY ATTORNEY	123,345	90,305	101,000	101,000	101,000
GENERAL SERVICES	263,065	545,351	396,198	396,198	308,750
PUBLIC SAFETY	750,788	811,154	856,779	856,779	873,158
FINANCE	219,536	222,003	273,676	273,676	269,114
COMMUNITY DEVELOPMENT	447,296	494,129	373,034	373,034	404,906
PUBLIC WORKS	345,800	529,034	775,487	775,487	575,131
TOTAL EXPENDITURES	2,461,628	3,114,935	3,149,515	3,149,515	2,946,137
TRANSFERS OUT	158,722	142,089	706,798	706,798	371,431
TOTAL EXPENDITURES & TRANSFERS OUT	2,620,350	3,257,024	3,856,313	3,856,313	3,317,568
REVENUE OVER/(UNDER) EXPENDITURES	982,985	88,690	(489,313)	(489,313)	53,597
BEGINNING FUND BALANCE	4,918,373	5,901,358	5,990,048	5,990,048	5,500,735
ENDING FUND BALANCE	5,901,358	5,990,048	5,500,735	5,500,735	5,554,332
SUMMARY BY FUNCTION					
SALARIES & BENEFITS	940,113	1,147,145	957,414	957,414	1,132,404
MATERIALS, SUPPLIES, & SERVICES	1,521,514	1,967,790	2,192,101	2,192,101	1,813,733
TRANSFERS OUT	158,722	142,089	706,798	706,798	371,431
TOTALS	2,620,350	3,257,024	3,856,313	3,856,313	3,317,568



City of La Habra Heights
General Fund Revenue Description
For Fiscal Year 2018-19

Account	Account Name	Description
101-000000-4110	SECURED PROPERTY TAXES	Allocations of property tax revenues received from the County
101-000000-4114	UNSECURED PROPERTY TAXES	Allocations of property tax revenues received from the County
101-000000-4116	PROPERTY TAX IN-LIEU OF VLF	Allocations received from the State for vehicle registration fees
101-000000-4120	DOCUMENTARY TRANSFER TAX	Tax collected on the transfer of real estate within the City
101-000000-4140	SALES & USE TAX	Tax collected by the State on sales of goods within the City
101-000000-4150	FRANCHISE FEES	Franchise fees collected from Southern California Edison, the Gas Company, and Spectrum/Charter
101-000000-4160	BUSINESS LICENSE TAX	Fees for conducting business within the City
101-000000-4170	RESOURCE EXTRACTION TAX	Taxes and fees related to the production of oil and extraction of natural gas within the City
101-000000-4215	ZONING & VARIANCE/DEVELOPMENT FEES	Fees set by the City for the initial stage of any development
101-000000-4240	SENATE BILL 1473	Fee imposed by the State when a Building Permit is issued based on valuation of development
101-000000-4245	SENATE BILL 1186	Fee imposed by the State that is added to business licenses for the purpose of ADA compliance/projects
101-000000-4250	BUILDING PERMITS	Fee for permit to allow construction on residential and business structures for any new building, alteration, or repair
101-000000-4251	FIRE SPRINKLER PERMITS	Fee for permit on new buildings required to have fire sprinklers
101-000000-4252	OTHER BUILDING PERMITS	Fees for permits related to development activities such as electrical, plumbing or mechanical
101-000000-4254	GRADING PERMITS	Fees for permits related to disturbing or altering the ground
101-000000-4256	FILMING PERMITS	City allocation for filming permits through FILM L.A., Inc.
101-000000-4260	BUILDING PLAN CHECK	Fees collected for building and grading plan checks
101-000000-4261	FIRE SPRINKLER PLAN CHECK	Fee for initial step to getting the fire sprinkler permits
101-000000-4262	GRADING PLAN CHECK	Fees charged for review of development grading plans to assure compliance with codes and regulations
101-000000-4264	OTHER PLAN CHECKS	Fees collected for engineering, planning and building review of development plans
101-000000-4272	ENCROACHMENT PERMITS	Fees for permits issued for any proposed activities that encroach on the City right of way
101-000000-4420	CITATION FEES	Fees for parking and code enforcement citations issued
101-000000-4440	VEHICLE CODE FINES	City portion of fines for vehicle code violations
101-000000-4510	INVESTMENT EARNINGS	Interest earned from savings and investment accounts
101-000000-4640	MOTOR VEHICLE LICENSE FEE	Fees received from the State appropriation to cities for excess vehicle license fees collected
101-000000-4663	FUNDS EXCHANGE (PROP A)	Exchange of Prop A Local Return funds with City of Hawaiian Gardens for General Fund monies
101-000000-4814	PARK & GYM RENTAL FEES	Park & gym rental fees collected based on City's fee schedule
101-000000-4816	CELLULAR TOWER RENTAL FEES	Lease revenue received from AT&T for a cell tower on city property
101-000000-4820	OTHER REVENUE	Miscellaneous revenues, such as refunds and reimbursements
101-000000-4836	ADMINISTRATIVE FEE	Fees collected for cost of administrative support related to code enforcement and collection activities
101-000000-4840	OIL WELL INSPECTION FEES	Fees for oil tank and well inspections
101-000000-4841	WEED ABATEMENT	Reimbursement for contract services to perform weed abatement on properties
101-000000-4842	SALE OF COPIES/PUBLICATIONS	Cost for providing copies
101-000000-4843	REFUNDS & RECOVERY	Revenues received from collection agency for delinquent payments of paramedic services
101-000000-4890	PARAMEDIC SUBSCRIPTIONS	Annual paramedic membership program for residents in City
101-000000-4892	PARAMEDIC RECOVERIES	Fees collected for paramedic services
101-000000-4894	AMBULANCE PATIENT TRANSPORT REVENUE	Fees collected for ALS ambulance services



City of La Habra Heights
General Fund Revenue Detail
For Fiscal Year 2018-19

Account	Description	2015-2016 Actual	2016-2017 Actual	2017-2018 Budget	2017-2018 Estimate	2018-2019 Adopted
101-000000-4110	SECURED PROPERTY TAXES	1,313,952	1,358,493	1,379,600	1,379,600	1,424,811
101-000000-4114	UNSECURED PROPERTY TAXES	46,228	50,559	46,900	46,900	47,000
101-000000-4116	PROPERTY TAX IN-LIEU OF VLF	544,074	564,355	582,800	582,800	601,104
	PROPERTY TAXES	1,904,254	1,973,406	2,009,300	2,009,300	2,072,915
101-000000-4120	DOCUMENTARY TRANSFER TAX	51,240	39,990	37,000	37,000	36,000
101-000000-4140	SALES & USE TAX	30,753	37,477	38,000	38,000	37,000
101-000000-4145	SALES TAX IN-LIEU REVENUE	4,875	-	-	-	-
101-000000-4150	FRANCHISE FEES	152,314	140,682	140,000	140,000	140,000
101-000000-4160	BUSINESS LICENSE TAX	27,642	28,126	25,000	25,000	6,250
101-000000-4170	RESOURCE EXTRACTION TAX	143,806	164,123	125,000	125,000	125,000
	OTHER TAXES	410,630	410,398	365,000	365,000	344,250
101-000000-4215	ZONING & VARIANCE FEES	117,887	35,493	60,000	60,000	30,000
101-000000-4240	SENATE BILL 1473	17	39	50	50	50
101-000000-4245	SENATE BILL 1186	178	178	150	150	150
101-000000-4250	BUILDING PERMITS	87,962	127,890	115,000	115,000	150,000
101-000000-4251	FIRE SPRINKLER PERMITS	8,894	3,754	1,500	1,500	4,500
101-000000-4252	OTHER BUILDING PERMITS	16,610	30,409	25,000	25,000	42,000
101-000000-4254	GRADING PERMITS	8,172	2,473	1,000	1,000	1,500
101-000000-4256	FILMING PERMITS	770	10,110	9,300	9,300	-
101-000000-4260	BUILDING PLAN CHECK	71,534	117,000	50,000	50,000	75,000
101-000000-4261	FIRE SPRINKLER PLAN CHECK	6,702	8,729	7,500	7,500	15,000
101-000000-4262	GRADING PLAN CHECK	11,672	4,875	6,000	6,000	7,500
101-000000-4264	OTHER PLAN CHECKS	-	62	-	-	-
101-000000-4272	ENCROACHMENT PERMITS	58,452	29,580	25,000	25,000	25,000
	DEVELOPMENT FEES	388,848	370,593	300,500	300,500	350,700
101-000000-4420	CITATION FEES	6,907	3,374	4,000	4,000	7,000
101-000000-4440	VEHICLE CODE FINES	7,983	13,407	13,000	13,000	15,000
	FINES AND FORFEITURES	14,889	16,781	17,000	17,000	22,000
101-000000-4510	INVESTMENT EARNINGS	16,753	22,963	60,000	60,000	90,000
	INVESTMENT REVENUES	16,753	22,963	60,000	60,000	90,000
101-000000-4640	MOTOR VEHICLE LICENSE FEE	2,195	2,446	2,300	2,300	3,000
101-000000-4663	FUNDS EXCHANGE (PROP A)	60,000	60,000	60,000	60,000	97,500
	OTHER GOV'T AGENCIES & GRANTS	62,195	62,446	62,300	62,300	100,500
101-000000-4890	FIRE SUBSCRIPTION REVENUES	18,045	18,695	18,000	18,000	-
101-000000-4892	PARAMEDIC RECOVERIES	56,510	58,585	75,000	75,000	-
101-000000-4894	AMBULANCE PATIENT TRANSPORT RE	20,634	10,877	15,000	15,000	12,000
	FIRE OPERATIONS REVENUES	95,188	88,157	108,000	108,000	12,000
101-000000-4810	RENTALS & LEASES	-	-	18,000	18,000	18,000
101-000000-4814	PARK & GYM RENTAL FEES	47,263	47,546	25,000	25,000	17,000
101-000000-4816	CELLULAR TOWER RENTAL FEES	25,825	24,322	27,300	27,300	27,300
101-000000-4820	OTHER REVENUE	108,683	88,160	92,000	92,000	95,000
101-000000-4836	ADMINISTRATIVE FEE	1,523	800	2,000	2,000	2,000
101-000000-4840	OIL WELL INSPECTION FEES	81,375	79,250	80,000	80,000	26,000
101-000000-4841	WEED ABATEMENT	33,366	38,701	47,000	47,000	40,000
101-000000-4842	SALE OF COPIES/PUBLICATIONS	1,114	552	600	600	500
101-000000-4843	REFUNDS & RECOVERY	311,419	21,641	3,000	3,000	3,000
101-000000-4844	NOTARY FEES	10	-	-	-	-
	MISCELLANEOUS REVENUES	610,577	300,971	294,900	294,900	228,800
101-000000-5110	TRANSFERS IN	100,000	100,000	150,000	150,000	150,000
	TRANSFERS IN	100,000	100,000	150,000	150,000	150,000
	TOTALS	3,603,335	3,345,714	3,367,000	3,367,000	3,371,165



City of La Habra Heights
General Fund Expenditure - City Council
For Fiscal Year 2018-19

Account	Description	2015-2016 Actual	2016-2017 Actual	2017-2018 Budget	2017-2018 Estimate	2018-2019 Adopted
101-110CCL-6225	PRINTING EXPENSE	483	102	200	200	200
101-110CCL-6240	POSTAGE & MAILING	5	16	200	200	200
101-110CCL-6330	TRAVEL, CONFERENCES & MEETINGS	4,428	4,212	7,000	7,000	6,000
101-110CCL-6510	SPECIAL DEPARTMENTAL EXPENSE	1,222	2,561	5,000	5,000	6,000
TOTALS		6,138	6,892	12,400	12,400	12,400

DRAFT - 4/16/18



City of La Habra Heights
General Fund Expenditure - City Council
For Fiscal Year 2018-19

Account	Description	Amount	Total
6225	PRINTING EXPENSE		
	- Business cards/ other printing as needed	200	200
6240	POSTAGE & MAILING EXPENSE		
	- Other special printing and mailing	200	200
6330	TRAVEL, CONFERENCES & MEETINGS		
	- City Council Meetings (meals)		
	- Meetings and Trainings at governmental entities where City is a member and Council Members have been appointed to represent the City		
	- League of California Cities (LCC)		
	- California Contract Cities Association (CCCA)		
	- Wildlife Corridor Authority (WCCA)		
	- Southern California Association of Governments (SCAG)	6,000	6,000
6510	SPECIAL DEPARTMENT EXPENSE		
	- Contribution to events (i.e. Avocado Festival)	4,000	
	- Recognition, awards, city tile, trophies, plaques, etc.	2,000	6,000
			12,400



City of La Habra Heights
General Fund Expenditure - City Manager
For Fiscal Year 2018-19

Account	Description	2015-2016 Actual	2016-2017 Actual	2017-2018 Budget	2017-2018 Estimate	2018-2019 Adopted
101-120MGR-6110	SALARIES & WAGES - REGULAR	96,929	136,207	242,957	242,957	291,614
101-120MGR-6120	WAGES PART-TIME	15,477	33,279	600	600	-
101-120MGR-6130	OVERTIME	97	727	3,037	3,037	3,000
101-120MGR-6150	RETIREMENT	19,319	29,113	36,290	36,290	45,026
101-120MGR-6160	LIFE INSURANCE	65	72	249	249	300
101-120MGR-6170	MEDICAL/DENTAL INSURANCE	8,154	11,138	33,704	33,704	42,600
101-120MGR-6195	MEDICARE	1,668	2,487	3,604	3,604	4,388
101-120MGR-6240	POSTAGE & MAILING	-	-	150	150	150
101-120MGR-6250	PUBLICATIONS	-	-	3,000	3,000	4,000
101-120MGR-6260	DUES & MEMBERSHIPS	1,782	992	600	600	600
101-120MGR-6330	TRAVEL, CONFERENCES & MEETINGS	393	3,490	3,000	3,000	3,500
101-120MGR-6340	TRAINING	-	-	500	500	500
101-120MGR-6510	SPECIAL DEPARTMENTAL EXPENSE	-	859	250	250	1,000
101-120MGR-6540	ADVERTISING & LEGAL NOTICES	-	-	4,000	4,000	3,000
101-120MGR-6650	PROFESSIONAL SERVICES	8,977	17,380	2,000	2,000	2,000
101-120MGR-6722	MOTOR VEHICLE - MAINT.	-	133	-	-	-
101-120MGR-6724	MOTOR VEHICLE - GAS & OIL	896	95	-	-	-
101-120MGR-6930	ELECTION EXPENSE	-	-	27,000	27,000	-
Prior Year's Department						
101-130CLK-6110	SALARIES & WAGES - REGULAR	98,815	97,998	-	-	-
101-130CLK-6120	WAGES PART-TIME	-	7,797	-	-	-
101-130CLK-6130	OVERTIME	2,631	4,611	-	-	-
101-130CLK-6150	RETIREMENT	18,458	38,479	-	-	-
101-130CLK-6160	LIFE INSURANCE	132	135	-	-	-
101-130CLK-6170	MEDICAL/DENTAL INSURANCE	19,490	20,051	-	-	-
101-130CLK-6195	MEDICARE	1,467	1,592	-	-	-
101-130CLK-6240	POSTAGE & MAILING	108	55	-	-	-
101-130CLK-6250	PUBLICATIONS	2,907	1,699	-	-	-
101-130CLK-6260	DUES & MEMBERSHIPS	519	774	-	-	-
101-130CLK-6330	TRAVEL, CONFERENCES & MEETINGS	198	478	-	-	-
101-130CLK-6340	TRAINING	-	143	-	-	-
101-130CLK-6510	SPECIAL DEPARTMENTAL EXPENSE	-	220	-	-	-
101-130CLK-6540	ADVERTISING & LEGAL NOTICES	7,179	764	-	-	-
101-130CLK-6650	PROFESSIONAL SERVICES	-	-	-	-	-
101-130CLK-6930	ELECTION EXPENSE	-	5,301	-	-	-
TOTALS		305,660	416,068	360,941	360,941	401,678
SUMMARY BY FUNCTION:						
	SALARIES & BENEFITS	282,702	383,686	320,441	320,441	386,928
	MATERIALS, SUPPLIES, & SERVICES	22,958	32,381	40,500	40,500	14,750
TOTALS		305,660	416,068	360,941	360,941	401,678

Note: The City Manager department and City Clerk department were consolidated in Fiscal Year 2017-18.



City of La Habra Heights
General Fund Expenditure - City Manager
For Fiscal Year 2018-19

Account	Description	Amount	Total
6240	POSTAGE & MAILING		
	- Special mailing for contracts and agreements	150	150
6250	PUBLICATIONS		
	- Code Publishing: Electronic updates, supplements, web hosting, etc.		
	- Employment Law Publications, poster guard compliance protection		
	- The California Municipal Law Handbook		
	- Laserfiche: Subscription to annual records management updates	4,000	4,000
6260	DUES & MEMBERSHIPS		
	- City Clerks Association of California (CCAC)		
	- International Institute for Municipal Clerks (IIMC)	600	600
6330	TRAVEL, CONFERENCES & MEETINGS		
	- Travel, lodging, meals and mileage for City related seminars/conferences		
	- Registration fees - JPIA conference		
	- League of California Cities meetings, SCAG meetings, Contract Cities meetings		
	- Covers new laws and continuing education	3,500	3,500
6340	TRAINING		
	- Laserfiche / Granicus	500	500
6510	SPECIAL DEPARTMENTAL EXPENSE	1,000	1,000
6540	ADVERTISING & LEGAL NOTICES		
	- San Gabriel Valley Newspaper (Whittier Daily News)		
	- Provides for public notices, many required by law		
	- La Habra Journal for Citizen Advisory Committee Vacancies (WCCA, Habitat Authority CTAC, Vector Control)	3,000	3,000
6650	PROFESSIONAL SERVICES		
	- Records management services & records destruction services	2,000	2,000
			14,750



City of La Habra Heights
General Fund Expenditure - City Attorney
For Fiscal Year 2018-19

Account	Description	2015-2016 Actual	2016-2017 Actual	2017-2018 Budget	2017-2018 Estimate	2018-2019 Adopted
101-140ATN-6695	LEGAL SERVICES	123,345	90,305	101,000	101,000	101,000
101-140ATN-6696	LITIGATION	-	-	-	-	-
TOTALS		123,345	90,305	101,000	101,000	101,000

SUMMARY BY FUNCTION:

SALARIES & BENEFITS	-	-	-	-	-
MATERIALS, SUPPLIES, & SERVICES	123,345	90,305	101,000	101,000	101,000
TOTALS	123,345	90,305	101,000	101,000	101,000

DRAFT - 4/16/18



City of La Habra Heights
General Fund Expenditure - City Attorney
For Fiscal Year 2018-19

Account	Description	Amount	Total
6695	LEGAL SERVICES		
	- Provides legal advice for contracts, liability issues, attendance at City Council meetings, general labor advice and other legal representation		
	Best, Best, & Krieger	101,000	101,000
6696	LITIGATION	-	-
			101,000

DRAFT - 4/16/18



City of La Habra Heights
General Fund Expenditure - General Services
For Fiscal Year 2018-19

Account	Description	2015-2016 Actual	2016-2017 Actual	2017-2018 Budget	2017-2018 Estimate	2018-2019 Adopted
101-150GSD-6150	RETIREMENT	1,319	2,699	13,370	13,370	13,500
101-150GSD-6170	MEDICAL/DENTAL INSURANCE	7,742	9,748	9,000	9,000	9,000
101-150GSD-6180	WORKERS' COMPENSATION	7,660	58,047	8,406	8,406	9,925
101-150GSD-6190	UNEMPLOYMENT INSURANCE	3,007	2,310	4,000	4,000	4,000
101-150GSD-6210	OFFICE SUPPLIES	3,467	3,749	4,000	4,000	4,000
101-150GSD-6225	PRINTING EXPENSE	6,840	6,498	4,000	4,000	4,000
101-150GSD-6235	SOFTWARE	-	45	44,850	44,850	46,000
101-150GSD-6240	POSTAGE & MAILING	1,297	1,437	2,500	2,500	2,000
101-150GSD-6255	RECRUITMENT COSTS	2,870	1,372	3,000	3,000	3,000
101-150GSD-6260	DUES & MEMBERSHIPS	10,811	10,816	11,000	11,000	12,000
101-150GSD-6310	IT SUPPORT/HELP DESK	-	-	15,000	15,000	15,000
101-150GSD-6320	INTERNET SERVICES	-	-	10,750	10,750	10,750
101-150GSD-6340	TRAINING	-	402	500	500	500
101-150GSD-6410	TELEPHONE	5,997	6,320	6,200	6,200	8,000
101-150GSD-6420	UTILITIES	14,604	13,940	19,000	19,000	22,000
101-150GSD-6440	TOOLS & EQUIPMENT	-	-	10,500	10,500	12,000
101-150GSD-6510	SPECIAL DEPARTMENTAL EXPENSE	4,834	8,379	12,000	12,000	13,000
101-150GSD-6550	OPERATING SUPPLIES	1,225	1,506	1,500	1,500	2,000
101-150GSD-6612	GENERAL INSURANCE	53,553	229,307	74,142	74,142	91,075
101-150GSD-6650	PROFESSIONAL SERVICES	8,941	26,500	51,480	51,480	10,000
101-150GSD-6710	RENTALS & LEASES	10,386	14,076	12,000	12,000	13,000
101-150GSD-6730	EQUIPMENT MAINTENANCE	-	-	1,000	1,000	-
101-150GSD-6955	VIDEO TAPING SRVS/SUPPLIES	3,524	4,305	4,000	4,000	4,000
101-150GSD-6960	WEED ABATEMENT CONTRACT SVC	33,234	57,700	74,000	74,000	-
Prior Year's Department						
101-190ITD-6110	SALARIES & WAGES - REGULAR	9,305	8,303	-	-	-
101-190ITD-6130	OVERTIME	58	42	-	-	-
101-190ITD-6150	RETIREMENT	929	1,960	-	-	-
101-190ITD-6160	LIFE INSURANCE	11	9	-	-	-
101-190ITD-6170	MEDICAL/DENTAL INSURANCE	1,436	1,374	-	-	-
101-190ITD-6195	MEDICARE	142	123	-	-	-
101-190ITD-6235	SOFTWARE	37,911	42,377	-	-	-
101-190ITD-6310	IT SUPPORT/HELP DESK	10,920	10,605	-	-	-
101-190ITD-6320	INTERNET SERVICES	9,543	8,911	-	-	-
101-190ITD-6440	TOOLS & EQUIPMENT	9,987	867	-	-	-
101-190ITD-6650	PROFESSIONAL SERVICES	1,283	11,249	-	-	-
101-190ITD-6730	EQUIPMENT MAINTENANCE	228	378	-	-	-
TOTALS		263,065	545,351	396,198	396,198	308,750
SUMMARY BY FUNCTION:						
SALARIES & BENEFITS		31,609	84,613	34,776	34,776	36,425
MATERIALS, SUPPLIES, & SERVICES		231,456	460,738	361,422	361,422	272,325
TOTALS		263,065	545,351	396,198	396,198	308,750

Note: The General Services department and Information Technology department were consolidated in Fiscal Year 2017-18.



City of La Habra Heights
General Fund Expenditure - General Services
For Fiscal Year 2018-19

Account	Description	Amount	Total
6150	RETIREMENT	13,500	13,500
6170	MEDICAL/DENTAL INSURANCE	9,000	9,000
6180	WORKERS' COMPENSATION - City Hall portion of workers' compensation insurance premium (CalJPIA)	9,925	9,925
6190	UNEMPLOYMENT INSURANCE	4,000	4,000
6210	OFFICE SUPPLIES	4,000	4,000
6225	PRINTING EXPENSE - Reports, business cards, letterhead, envelopes, forms, etc. - Quarterly City Council Newsletter	4,000	4,000
6235	SOFTWARE - Citizenserve - Granicus Annual Support - Granicus Server Operation - ESRI (for GIS) Annual Support - Tyler InCode (Finance System) - Laserfiche Annual Support/Maintenance - Firewall Backup Subscription (67%CH/33%FD) - City Website Annual Support (67%CH/33%FD)	11,000 9,000 1,200 400 16,000 3,000 1,400 4,000	46,000
6240	POSTAGE & MAILING - Postage for mail machine & overnight/certified mail	2,000	2,000
6255	RECRUITMENT COSTS - Advertising, Fingerprinting, Physical Exams	3,000	3,000
6260	DUES & MEMBERSHIPS - Wildlife Corridor Conservation Authority (WCCA) - League of California Cities (LCC) - Southern California Association of Governments (SCAG) - California Contract Cities Associations (CCCCA) - City Commission Charges - County of Los Angeles - Liebert, Cassidy, Whitmore (LCW) Consortium - Miscellaneous Membership	600 5,500 800 1,100 300 3,300 400	12,000
6310	IT SUPPORT/HELP DESK - BreaIT (22 hours/month) - \$27,800 (50/50 General Fund & Fire) - Emergency Services/Special Projects - \$2,200 (50/50 General Fund & Fire)	13,900 1,100	15,000
6320	INTERNET SERVICES		

	- Internet for traffic cameras, anti-spam filter, etc.	10,750	10,750
6340	TRAINING		
	- General training costs	500	500
6410	TELEPHONE		
	- City Hall & CDD phone lines, internet, and fax lines	8,000	8,000
6420	UTILITIES		
	- Water (24% allocated to City Hall and 76% allocated to Fire Dept)	4,000	
	- Gas (24% allocated to City Hall and 76% allocated to Fire Dept)	2,000	
	- Electricity (67% allocated to City Hall and 33% allocated to Fire Dept)	16,000	22,000
6440	TOOLS & EQUIPMENT		
	- Contingency for tools & equipment	12,000	12,000
6510	SPECIAL DEPARTMENTAL EXPENSE		
	- Timeclock lease and fees, NBS lien services, other non-departmental fees	13,000	13,000
6550	OPERATING SUPPLIES		
	- Cleaning supplies, kitchen supplies, bathroom supplies, drinking water	2,000	2,000
6612	GENERAL INSURANCE		
	- City Hall portion of liability premium through CalJPIA	91,075	91,075
6650	PROFESSIONAL SERVICES		
	- Use of third party professionals and consultants	10,000	10,000
6710	RENTALS & LEASES		
	- AutoCAD lease, copier machine leases, and postage machine lease	13,000	13,000
6955	CONTRACT SERVICES - VIDEO SERVICES		
	- Video services for City Council meetings, special events, and other supplies	4,000	4,000
			308,750



City of La Habra Heights
General Fund Expenditure - Public Safety
For Fiscal Year 2018-19

Account	Description	2015-2016 Actual	2016-2017 Actual	2017-2018 Budget	2017-2018 Estimate	2018-2019 Adopted
101-220PSD-6660	GENERAL LAW ENFORCEMENT	748,377	801,659	845,779	845,779	861,158
101-220PSD-6672	ANIMAL CONTROL SERVICE	2,411	9,495	11,000	11,000	12,000
TOTALS		750,788	811,154	856,779	856,779	873,158

SUMMARY BY FUNCTION:

SALARIES & BENEFITS	-	-	-	-	-
MATERIALS, SUPPLIES, & SERVICES	750,788	811,154	856,779	856,779	873,158
TOTALS	750,788	811,154	856,779	856,779	873,158

DRAFT - 4/16/18



City of La Habra Heights
General Fund Expenditure - Public Safety
For Fiscal Year 2018-19

Account	Description	Amount	Total
6660	GENERAL LAW ENFORCEMENT		
	- Contract with L.A. County Sheriff	779,328	
	- Contract cities liability surcharge on Sheriff's service units	81,830	861,158
6672	ANIMAL CONTROL SERVICES		
	- Contract with L.A. County Department of Animal Care & Control to provide services on an as-needed basis. Includes licensing, dead animal pick-up, etc.	12,000	12,000
			<u>873,158</u>

DRAFT - 4/16/18



City of La Habra Heights
General Fund Expenditure - Finance
For Fiscal Year 2018-19

Account	Description	2015-2016 Actual	2016-2017 Actual	2017-2018 Budget	2017-2018 Estimate	2018-2019 Adopted
101-310FIN-6110	SALARIES & WAGES - REGULAR	119,500	110,684	160,693	160,693	150,480
101-310FIN-6120	WAGES PART-TIME	-	7,081	-	-	-
101-310FIN-6130	OVERTIME	1,475	1,344	886	886	900
101-310FIN-6150	RETIREMENT	18,637	34,053	25,800	25,800	30,602
101-310FIN-6160	LIFE INSURANCE	118	98	165	165	150
101-310FIN-6170	MEDICAL/DENTAL INSURANCE	16,454	14,351	24,885	24,885	22,695
101-310FIN-6195	MEDICARE	1,738	1,725	2,347	2,347	2,237
101-310FIN-6210	OFFICE SUPPLIES	1,059	569	1,200	1,200	1,000
101-310FIN-6225	PRINTING EXPENSE	259	152	200	200	250
101-310FIN-6260	DUES & MEMBERSHIPS	170	150	500	500	500
101-310FIN-6330	TRAVEL, CONFERENCES & MEETINGS	-	434	1,000	1,000	1,500
101-310FIN-6340	TRAINING	-	940	1,000	1,000	800
101-310FIN-6510	SPECIAL DEPARTMENTAL EXPENSE	27,593	23,738	24,000	24,000	24,000
101-310FIN-6650	PROFESSIONAL SERVICES	7,000	6,645	10,000	10,000	13,000
101-310FIN-6690	AUDITING	25,531	20,039	21,000	21,000	21,000
TOTALS		219,536	222,003	273,676	273,676	269,114

SUMMARY BY FUNCTION:

SALARIES & BENEFITS	157,923	169,336	214,776	214,776	207,064
MATERIALS, SUPPLIES, & SERVICES	61,613	52,667	58,900	58,900	62,050
TOTALS	219,536	222,003	273,676	273,676	269,114



City of La Habra Heights
General Fund Expenditure - Finance
For Fiscal Year 2018-19

Account	Description	Amount	Total
6210	OFFICE SUPPLIES	1,000	1,000
6225	PRINTING EXPENSE	250	250
6260	DUES & MEMBERSHIPS		
	- California Society of Municipal Finance Officers (CSMFO)	330	
	- Government Finance Officers Association (GFOA)	170	500
6330	TRAVEL, CONFERENCES, & MEETINGS		
	- California Society of Municipal Finance Officers (CSMFO)/		
	Misc - JPIA, Local CSMFO	1,500	1,500
6340	TRAINING		
	- GASB/GAAP Update Training for Finance Staff (CSMFO/Incode)	800	800
6510	SPECIAL DEPARTMENTAL EXPENSE		
	- Payroll services	16,300	
	- Merchant services	2,700	
	- GASB 68 report from CALPERS	2,000	
	- Banking analysis fees & other miscellaneous fees	3,000	24,000
6650	PROFESSIONAL SERVICES		
	- HDL Property Tax Services (\$1,000 x 4 quarterly billings = \$4,000)	4,000	
	- State Controllers Report, Annual Street Report, Actuarial Reports, etc.	9,000	13,000
6690	AUDITING		
	- Provides for FY 2017-18 City Financial Audit & AUP for Gann Limit	21,000	21,000
			62,050



City of La Habra Heights
General Fund Expenditure - Community Development
For Fiscal Year 2018-19

Account	Description	2015-2016 Actual	2016-2017 Actual	2017-2018 Budget	2017-2018 Estimate	2018-2019 Adopted
101-410PLN-6110	SALARIES & WAGES - REGULAR	127,553	104,129	148,091	148,091	161,830
101-410PLN-6120	WAGES PART-TIME	5,680	14,964	66,454	66,454	89,420
101-410PLN-6130	OVERTIME	549	1,053	998	998	800
101-410PLN-6150	RETIREMENT	16,752	35,657	25,700	25,700	34,689
101-410PLN-6160	LIFE INSURANCE	124	141	158	158	184
101-410PLN-6170	MEDICAL/DENTAL INSURANCE	11,875	22,646	22,531	22,531	28,018
101-410PLN-6195	MEDICARE	2,034	1,724	3,102	3,102	3,715
101-410PLN-6210	OFFICE SUPPLIES	2,294	3,024	3,000	3,000	2,500
101-410PLN-6225	PRINTING EXPENSE	4,178	2,437	2,500	2,500	3,000
101-410PLN-6240	POSTAGE & MAILING	1,534	1,853	2,000	2,000	1,500
101-410PLN-6260	DUES & MEMBERSHIPS	-	-	500	500	800
101-410PLN-6330	TRAVEL, CONFERENCES & MEETINGS	-	-	2,000	2,000	2,300
101-410PLN-6340	TRAINING	-	-	1,800	1,800	1,800
101-410PLN-6510	SPECIAL DEPARTMENTAL EXPENSE	19	74	1,600	1,600	2,000
101-410PLN-6540	ADVERTISING & LEGAL NOTICES	4,618	4,502	2,000	2,000	1,500
101-410PLN-6550	OPERATING SUPPLIES	45	-	100	100	100
101-410PLN-6642	BUILDING PLAN CHECK ACTIVITY	-	-	50,000	50,000	30,000
101-410PLN-6644	ADD'L PLAN CHECK ACTIVITY	16,640	14,327	14,000	14,000	15,000
101-410PLN-6650	PROFESSIONAL SERVICES	19,400	10,000	10,000	10,000	5,000
101-410PLN-6695	LEGAL SERVICES	18,133	12,330	15,000	15,000	20,000
101-410PLN-6955	VIDEO TAPING SRVS/SUPPLIES	1,606	435	1,500	1,500	750
Prior Year's Departments						
101-430CDE-6110	SALARIES & WAGES - REGULAR	35,216	24,046	-	-	-
101-430CDE-6120	WAGES PART-TIME	2,723	9,044	-	-	-
101-430CDE-6130	OVERTIME	39	143	-	-	-
101-430CDE-6150	RETIREMENT	6,504	10,259	-	-	-
101-430CDE-6160	LIFE INSURANCE	33	31	-	-	-
101-430CDE-6170	MEDICAL/DENTAL INSURANCE	4,393	4,338	-	-	-
101-430CDE-6195	MEDICARE	570	493	-	-	-
101-430CDE-6260	DUES & MEMBERSHIPS	85	85	-	-	-
101-430CDE-6340	TRAINING	205	235	-	-	-
101-430CDE-6650	PROFESSIONAL SERVICES	500	500	-	-	-
101-430CDE-6695	LEGAL SERVICES	-	-	-	-	-
101-440BLD-6110	SALARIES & WAGES - REGULAR	32,920	35,446	-	-	-
101-440BLD-6120	WAGES PART-TIME	44,448	48,716	-	-	-
101-440BLD-6130	OVERTIME	257	715	-	-	-
101-440BLD-6150	RETIREMENT	6,260	13,955	-	-	-
101-440BLD-6160	LIFE INSURANCE	47	46	-	-	-
101-440BLD-6170	MEDICAL/DENTAL INSURANCE	6,922	6,347	-	-	-
101-440BLD-6195	MEDICARE	1,161	1,272	-	-	-
101-440BLD-6260	DUES & MEMBERSHIPS	135	260	-	-	-
101-440BLD-6330	TRAVEL, CONFERENCES & MEETINGS	105	1,585	-	-	-
101-440BLD-6340	TRAINING	-	40	-	-	-
101-440BLD-6510	SPECIAL DEPARTMENTAL EXPENSE	-	1,941	-	-	-
101-440BLD-6642	BUILDING PLAN CHECK ACTIVITY	56,009	107,201	-	-	-
101-440BLD-6650	PROFESSIONAL SERVICES	15,732	8,138	-	-	-
TOTALS		447,296	494,129	373,034	373,034	404,906
SUMMARY BY FUNCTION:						
SALARIES & BENEFITS		306,058	335,164	267,034	267,034	318,656
MATERIALS, SUPPLIES, & SERVICES		141,238	158,965	106,000	106,000	86,250
TOTALS		447,296	494,129	373,034	373,034	404,906

Note: Planning, Building, and Code Enforcement are being consolidated for Fiscal Year 2017-18.



City of La Habra Heights
General Fund Expenditure - Community Development
For Fiscal Year 2018-19

Account	Description	Amount	Total
6210	OFFICE SUPPLIES - Inclusive of Building, Planning, and Code Enforcement	2,500	2,500
6225	PRINTING EXPENSE - Includes costs for copy machine, all copies printed for Community Develop.	3,000	3,000
6240	POSTAGE & MAILING - Mailing costs, including FedEx, overnight & certified mail	1,500	1,500
6260	DUES & MEMBERSHIPS - CACEO & ICC memberships	800	800
6330	TRAVEL, CONFERENCES & MEETINGS - Provides meeting funds for mandatory continuing education units	2,300	2,300
6340	TRAINING - Provides for training & certification/examination costs	1,800	1,800
6510	SPECIAL DEPARTMENTAL EXPENSE - ICC Code Books and other departmental expenses	2,000	2,000
6540	ADVERTISING & LEGAL NOTICES - Legal notice publications for code amendments, ordinances, & projects	1,500	1,500
6550	OPERATING SUPPLIES - Special order non-office supplies for Community Development	100	100
6642	BUILDING PLAN CHECK ACTIVITY - Provides for outside consultant review of building checks at 65% of the collected plan check fee or hourly approved rate as needed	30,000	30,000
6644	ADD'L PLAN CHECK ACTIVITY - Outside building & engineer review of plans. All costs are billed to applicants.	15,000	15,000
6650	PROFESSIONAL SERVICES - Provides for outside (3rd party) services as needed	5,000	5,000
6695	LEGAL SERVICES - Deputy city attorney attendance at Planning Commission meetings	20,000	20,000
6955	CONTRACT SERVICES - VIDEO SERVICES - Videotaping of all Planning Commission meetings	750	750
			86,250



City of La Habra Heights
General Fund Expenditure - Public Works
For Fiscal Year 2018-19

Account	Description	2015-2016 Actual	2016-2017 Actual	2017-2018 Budget	2017-2018 Estimate	2018-2019 Adopted
101-450PWD-6110	SALARIES & WAGES - REGULAR	90,723	67,344	76,682	76,682	128,451
101-450PWD-6120	WAGES PART-TIME	4,287	8,975	11,844	11,844	-
101-450PWD-6130	OVERTIME	265	119	3,155	3,155	2,000
101-450PWD-6150	RETIREMENT	10,681	20,548	14,600	14,600	39,047
101-450PWD-6160	LIFE INSURANCE	84	66	81	81	180
101-450PWD-6170	MEDICAL/DENTAL INSURANCE	10,612	9,198	12,729	12,729	11,608
101-450PWD-6195	MEDICARE	1,434	1,138	1,296	1,296	2,045
101-450PWD-6250	PUBLICATIONS	-	142	300	300	300
101-450PWD-6420	UTILITIES	-	-	13,000	13,000	23,000
101-450PWD-6510	SPECIAL DEPARTMENTAL EXPENSE	6,676	11,942	12,000	12,000	12,000
101-450PWD-6550	OPERATING SUPPLIES	82	957	2,300	2,300	6,000
101-450PWD-6610	BUILDING/GROUNDS MAINTENANCE	-	-	66,500	66,500	58,000
101-450PWD-6615	JANITORIAL SERVICES	-	-	22,000	22,000	20,000
101-450PWD-6648	MS4 MONITORING	18,967	28,286	40,000	40,000	40,000
101-450PWD-6649	MS4 CONSULTING	1,927	10,024	-	-	-
101-450PWD-6650	PROFESSIONAL SERVICES	2,350	3,530	119,500	119,500	65,000
101-450PWD-6656	STORM DAMAGE REPAIR	891	1,766	253,000	253,000	15,000
101-450PWD-6657	FALLEN TREE/DEBRIS REMOVAL	13,889	22,554	15,000	15,000	10,000
101-450PWD-6722	MOTOR VEHICLE - MAINT.	4,514	2,502	6,000	6,000	7,000
101-450PWD-6724	MOTOR VEHICLE - GAS & OIL	1,546	1,198	-	-	4,000
101-450PWD-6730	EQUIPMENT MAINTENANCE	-	-	3,000	3,000	3,500
101-450PWD-6820	IMPROVEMENTS TO BLDGS & GRNDS	-	-	20,000	20,000	17,000
101-450PWD-6830	CAPITAL IMPROVEMENT PROJECTS	-	-	-	-	83,000
101-450PWD-6955	CONTRACT SERVICES	-	39,385	65,000	65,000	10,000
101-450PWD-6960	CONTRACT SERVICES - TREE TRIMMING	6,650	9,604	15,000	15,000	15,000
101-450PWD-6965	GRAFFITI REMOVAL	390	200	500	500	2,000
101-450PWD-6966	ROAD ADVISORY COMMITTEE	666	471	2,000	2,000	1,000
Prior Year's Departments						
101-180FMT-6440	TOOLS & EQUIPMENT	81	5	-	-	-
101-180FMT-6550	OPERATING SUPPLIES	49	211	-	-	-
101-180FMT-6610	BUILDING/GROUNDS MAINTENANCE	11,491	22,417	-	-	-
101-180FMT-6615	JANITORIAL SERVICES	7,383	7,060	-	-	-
101-180FMT-6650	PROFESSIONAL SERVICES	5,000	2,948	-	-	-
101-180FMT-6696	FACILITIES AND MAINT-LITIGATION	-	90,372	-	-	-
101-180FMT-6730	EQUIPMENT MAINTENANCE	609	-	-	-	-
101-180FMT-6820	IMPROVEMENTS TO BLDGS & GRNDS	13,766	15,023	-	-	-
101-420ENG-6650	PROFESSIONAL SERVICES	3,654	7,836	-	-	-
101-510PRK-6110	SALARIES & WAGES - REGULAR	33,770	44,959	-	-	-
101-510PRK-6130	OVERTIME	140	373	-	-	-
101-510PRK-6150	RETIREMENT	4,495	13,751	-	-	-
101-510PRK-6160	LIFE INSURANCE	35	49	-	-	-
101-510PRK-6170	MEDICAL/DENTAL INSURANCE	4,791	7,163	-	-	-
101-510PRK-6195	MEDICARE	504	664	-	-	-
101-510PRK-6420	UTILITIES	10,798	10,164	-	-	-
101-510PRK-6550	OPERATING SUPPLIES	376	1,414	-	-	-
101-510PRK-6610	BUILDING/GROUNDS MAINTENANCE	50,600	51,000	-	-	-
101-510PRK-6615	JANITORIAL SERVICES	10,472	10,827	-	-	-
101-510PRK-6650	PROFESSIONAL SERVICES	118	-	-	-	-
101-510PRK-6820	IMPROVEMENTS TO BLDGS & GRNDS	2,079	2,850	-	-	-
101-510PRK-6830	CAPITAL IMPROVEMENT PROJECTS	8,957	-	-	-	-
TOTALS		345,800	529,034	775,487	775,487	575,131
SUMMARY BY FUNCTION:						
SALARIES & BENEFITS		161,821	174,346	120,387	120,387	183,331
MATERIALS, SUPPLIES, & SERVICES		183,979	354,688	655,100	655,100	391,800
TOTALS		345,800	529,034	775,487	775,487	575,131

Note: Public Works, Park Maintenance, Engineering, and Facility Maintenance were consolidated in Fiscal Year 2017-18.



City of La Habra Heights
General Fund Expenditure - Public Works
For Fiscal Year 2018-19

Account	Description	Amount	Total
6250	PUBLICATIONS - APWA, Green Book, CACEO Study Guide	300	300
6420	UTILITIES - Monthly utilities at the Park and traffic signals	23,000	23,000
6510	SPECIAL DEPARTMENTAL EXPENSE - State Water Res. Control Board Annual Fees for Sewer/Storm Water	12,000	12,000
6550	OPERATING SUPPLIES - Various supplies as needed: cold patch, screws, nuts, bolts	6,000	6,000
6610	BUILDING/GROUNDS MAINTENANCE - Landscaping, plumbing, electrical, portapotty, other park maintenance	58,000	58,000
6615	JANITORIAL SERVICES - Cleaning services at City Hall and the Park	20,000	20,000
6648	MS4 MONITORING - MS4 monitoring, Upper San Gabriel Enhanced Watershed Mgmt Plan	40,000	40,000
6650	PROFESSIONAL SERVICES - Design engineering & other design work for future capital projects - Surveys, geotechnical, traffic counts	20,000 45,000	65,000
6656	STORM DRAIN/DAMAGE REPAIR - Repairs, maintenance, & clearing of storm drains - Sand, sand bags, barriers	12,000 3,000	15,000
6657	FALLEN TREE/DEBRIS REMOVAL - Provides for removal services	10,000	10,000
6722	MOTOR VEHICLE - MAINT. - Planned and unplanned maintenance costs	7,000	7,000
6724	MOTOR VEHICLE - GAS & OIL - Fuel costs and other expenses for City Hall vehicles	4,000	4,000
6730	EQUIPMENT MAINTENANCE - HVAC maintenance, maintenance on small tools and equipment	3,500	3,500
6820	IMPROVEMENTS TO BLDGS & GRNDS - On-going City Hall building repairs, upgrades to CCTV, key system changes	17,000	17,000
6830	CAPITAL IMPROVEMENT PROJECTS		

	- General Fund contribution to Annual Street Improvement Project	<u>83,000</u>	<u>83,000</u>
6955	CONTRACT SERVICES - SEWER ANNEX		
	- Inspections and improvements to sewers prior to annexation into LA CSMD	<u>10,000</u>	<u>10,000</u>
6960	CONTRACT SERVICES - TREE TRIMMING		
	- Provides for tree trimming around City Hall and the Park	<u>15,000</u>	<u>15,000</u>
6965	GRAFFITI REMOVAL		
	- Provides funds for graffiti removal at the Park	<u>2,000</u>	<u>2,000</u>
6966	ROAD ADVISORY COMMITTEE		
	- Provides for camera services, videotaping costs, and other supplies	<u>1,000</u>	<u>1,000</u>
			<u><u>391,800</u></u>

DRAFT - 4/16/18



City of La Habra Heights
Special Revenue Fund - Gas Tax
For Fiscal Year 2018-19

		2016-2017 Actual	2017-2018 Budget	2017-2018 Estimates	FY 2018-19 Adopted
	BEGINNING FUND BALANCE	233,542	224,635	224,635	1,685
210-000000-4510	INVESTMENT EARNINGS	883	800	2,000	100
210-000000-4650	GAS TAX - 2103	14,570	21,857	21,857	41,883
210-000000-4652	GAS TAX - 2105	30,674	31,729	31,729	31,452
210-000000-4655	GAS TAX - 2106	22,690	23,963	23,963	23,030
210-000000-4656	GAS TAX - 2107	38,889	40,989	40,989	39,023
210-000000-4657	GAS TAX - 2107.5	2,000	2,000	2,000	2,000
210-000000-4658	GAS TAX - SB1 LOAN REPAYMENT	-	37,727	6,210	6,210
	TOTAL REVENUES	109,706	159,065	128,748	143,698
210-610GAS-6110	SALARIES & WAGES - REGULAR	10,054	17,875	17,875	-
210-610GAS-6120	WAGES PART-TIME	-	322	1,000	-
210-610GAS-6130	OVERTIME	140	361	250	-
210-610GAS-6150	RETIREMENT	1,687	3,000	3,000	-
210-610GAS-6160	LIFE INSURANCE	12	19	19	-
210-610GAS-6170	MEDICAL/DENTAL INSURANCE	1,734	2,989	2,989	-
210-610GAS-6195	MEDICARE	148	265	265	-
210-610GAS-6420	UTILITIES	7,708	9,000	9,000	-
210-610GAS-6650	PROFESSIONAL SERVICES	9,957	13,000	13,000	-
210-610GAS-6652	ROAD MAINTENANCE	31,567	9,000	9,000	30,000
210-610GAS-6654	TRAFFIC SIGN MAINT/REPLACE	6,959	8,000	8,000	5,000
210-610GAS-6658	ROAD SIGN REPLACEMENT	2,886	13,000	13,000	10,000
210-610GAS-6822	DRAINAGE CHANNEL MAINTENANCE	-	4,000	5,000	3,000
210-610GAS-6824	TRAFFIC STRIPING & MARKING	-	7,000	6,000	-
210-610GAS-6830	CAPITAL IMPROVEMENT PROJECTS	42,725	261,000	261,000	95,698
210-610GAS-6965	GRAFFITI REMOVAL	3,036	2,300	2,300	-
210-610GAS-6966	ROADS ADVISORY COMMITTEE	-	1,000	-	-
	TOTAL EXPENDITURES	118,613	352,131	351,698	143,698
	NET CHANGE TO FUND BALANCE	(8,907)	(193,066)	(222,950)	-
	ENDING FUND BALANCE	224,635	31,569	1,685	1,685



City of La Habra Heights
Special Revenue Fund - Gas Tax
For Fiscal Year 2018-19

Account	Description	Amount	Total
6652	ROAD MAINTENANCE		
	- Guardrail replacement	25,000	
	- Patching pot holes and other minor road repair	5,000	30,000
6654	TRAFFIC SIGN MAINT/REPLACE		
	- Traffic signal maintenance	5,000	5,000
6658	ROAD SIGN REPLACEMENT		
	- Replace traffic signs to meet current code requirements	10,000	10,000
6822	DRAINAGE CHANNEL MAINTENANCE		
	- Cleaning and other maintenance	3,000	3,000
6830	CAPITAL IMPROVEMENT PROJECTS		
	- CIP 1: FY 18-19 Street Improvement Project	95,698	95,698
			<u>143,698</u>



City of La Habra Heights
Special Revenue Fund - Road Maintenance Rehab (SB 1)
For Fiscal Year 2018-19

		2016-2017 Actual	2017-2018 Budget	2017-2018 Estimates	FY 2018-19 Adopted
	BEGINNING FUND BALANCE	-	-	-	-
215-000000-4510	INVESTMENT EARNINGS	-	-	-	100
215-000000-4651	SB1 RMRA 2032	-	-	18,200	90,719
	TOTAL REVENUES	-	-	18,200	90,819
215-615RMR-6830	CAPITAL IMPROVEMENT PROJECTS	-	-	18,200	90,719
	TOTAL EXPENDITURES	-	-	18,200	90,719
	NET CHANGE TO FUND BALANCE	-	-	-	100
	ENDING FUND BALANCE	-	-	-	100

DRAFT - 4/16/18



City of La Habra Heights
Special Revenue Fund - Road Maintenance Rehab
For Fiscal Year 2018-19

Account	Description	Amount	Total
6830	CAPITAL IMPROVEMENT PROJECTS		
	- CIP 1: FY 18-19 Street Improvement Project	90,719	90,719
			<u>90,719</u>

DRAFT - 4/16/18



City of La Habra Heights
Special Revenue Fund - Prop A
For Fiscal Year 2018-19

		2016-2017 Actual	2017-2018 Budget	2017-2018 Estimates	FY 2018-19 Adopted
	BEGINNING FUND BALANCE	74,123	78,944	78,944	85,374
220-000000-4510	INVESTMENT EARNINGS	172	100	250	100
220-000000-4660	DIAL-A-RIDE FARES	670	600	600	500
220-000000-4680	WHITTIER DIAL-A-RIDE GRANT	105	50	50	50
220-000000-4681	PROP A TRANSIT TAX	99,247	101,530	101,530	106,926
	TOTAL REVENUES	100,194	102,280	102,430	107,576
220-620PRA-6270	PROP A FUND EXCHANGE	80,000	80,000	80,000	130,000
220-620PRA-6670	DIAL-A-RIDE	15,373	16,000	16,000	16,000
	TOTAL EXPENDITURES	95,373	96,000	96,000	146,000
	NET CHANGE TO FUND BALANCE	4,821	6,280	6,430	(38,424)
	ENDING FUND BALANCE	78,944	85,224	85,374	46,950



City of La Habra Heights
Special Revenue Fund - Prop A
For Fiscal Year 2018-19

Account	Description	Amount	Total
6270	PROP A FUND EXCHANGE		
	- Exchange funds with surrounding cities	130,000	130,000
6670	DIAL-A-RIDE		
	- Agreement for transit services with the City of Whittier	16,000	16,000
			<u>146,000</u>

DRAFT - 4/16/18



City of La Habra Heights
Special Revenue Fund - Prop C
For Fiscal Year 2018-19

		2016-2017 Actual	2017-2018 Budget	2017-2018 Estimates	FY 2018-19 Adopted
	BEGINNING FUND BALANCE	208,392	227,319	227,319	-
221-000000-4510	INVESTMENT EARNINGS	906	600	1,700	600
221-000000-4682	PROP C TRANSIT TAX	83,060	84,216	84,216	88,692
	TOTAL REVENUES	83,966	84,816	85,916	89,292
221-640PRC-6650	PROFESSIONAL SERVICES	4,268	-	-	-
221-640PRC-6830	CAPITAL IMPROVEMENT PROJECTS	60,771	347,000	313,235	88,692
	TOTAL EXPENDITURES	65,039	347,000	313,235	88,692
	NET CHANGE TO FUND BALANCE	18,927	(262,184)	(227,319)	600
	ENDING FUND BALANCE	227,319	(34,865)	-	600

DRAFT - 4/16/18



City of La Habra Heights
Special Revenue Fund - Prop C
For Fiscal Year 2018-19

Account	Description	Amount	Total
6830	CAPITAL IMPROVEMENT PROJECTS		
	- CIP 1: FY 18-19 Street Improvement Project	88,692	88,692
			88,692

DRAFT - 4/16/18



City of La Habra Heights
Special Revenue Fund - Measure M
For Fiscal Year 2018-19

		2016-2017 Actual	2017-2018 Budget	2017-2018 Estimates	FY 2018-19 Adopted
	BEGINNING FUND BALANCE	-	-	-	75
222-000000-4510	INVESTMENT EARNINGS	-	-	75	50
222-000000-4676	MEASURE M REVENUE	-	55,000	55,000	75,388
	TOTAL REVENUES	-	55,000	55,075	75,438
222-632MSM-6830	CAPITAL IMPROVEMENT PROJECTS	-	55,000	55,000	75,388
	TOTAL EXPENDITURES	-	55,000	55,000	75,388
	NET CHANGE TO FUND BALANCE	-	-	75	50
	ENDING FUND BALANCE	-	-	75	125

DRAFT - 4/16/18



City of La Habra Heights
Special Revenue Fund - Measure M
For Fiscal Year 2018-19

Account	Description	Amount	Total
6830	CAPITAL IMPROVEMENT PROJECTS		
	- CIP 1: FY 18-19 Street Improvement Project	75,388	75,388
			75,388

DRAFT - 4/16/18



City of La Habra Heights
Special Revenue Fund - Measure R
For Fiscal Year 2018-19

		2016-2017 Actual	2017-2018 Budget	2017-2018 Estimates	FY 2018-19 Adopted
	BEGINNING FUND BALANCE	171,674	180,797	180,797	461
225-631MSR-4510	INVESTMENT EARNINGS	739	550	1,500	100
225-631MSR-4675	MEASURE R REVENUE	61,757	63,164	63,164	66,521
	TOTAL REVENUES	62,496	63,714	64,664	66,621
225-631MSR-6830	CAPITAL IMPROVEMENT PROJECTS	53,373	240,000	245,000	66,521
	TOTAL EXPENDITURES	53,373	240,000	245,000	66,521
	NET CHANGE TO FUND BALANCE	9,123	(176,286)	(180,336)	100
	ENDING FUND BALANCE	180,797	4,511	461	561

DRAFT - 4/16/18



City of La Habra Heights
Special Revenue Fund - Measure R
For Fiscal Year 2018-19

Account	Description	Amount	Total
6830	CAPITAL IMPROVEMENT PROJECTS		
	- CIP 1: FY 18-19 Street Improvement Project	66,521	66,521
			66,521

DRAFT - 4/16/18



City of La Habra Heights
Special Revenue Fund - AB 2766 AQMD
For Fiscal Year 2018-19

		2016-2017 Actual	2017-2018 Budget	2017-2018 Estimates	FY 2018-19 Adopted
	BEGINNING FUND BALANCE	15,814	22,851	22,851	9,026
228-000000-4510	INVESTMENT EARNINGS	66	30	175	150
228-000000-4660	AQMD REVENUE	6,971	6,000	6,000	6,000
	TOTAL REVENUES	7,037	6,030	6,175	6,150
228-630AQM-6830	CAPITAL IMPROVEMENT PROJECTS	-	20,000	20,000	-
	TOTAL EXPENDITURES	-	20,000	20,000	-
	NET CHANGE TO FUND BALANCE	7,037	(13,970)	(13,825)	6,150
	ENDING FUND BALANCE	22,851	8,881	9,026	15,176

DRAFT - 4/16/18



City of La Habra Heights
Special Revenue Fund - TDA Fund
For Fiscal Year 2018-19

		2016-2017 Actual	2017-2018 Budget	2017-2018 Estimates	FY 2018-19 Adopted
	BEGINNING FUND BALANCE	(370)	9,900	9,900	-
229-000000-5110	TRANSFERS IN	370	-	-	-
229-651TDA-4510	INVESTMENT EARNINGS	-	-	23	-
229-651TDA-4820	BIKE & PED SAFETY REVENUE	9,900	20,000	-	20,000
	TOTAL REVENUES	10,270	20,000	23	20,000
229-651TDA-6650	PROFESSIONAL SERVICES	-	9,925	9,923	-
229-651TDA-6830	CAPITAL IMPROVEMENT PROJECTS	-	20,000	-	20,000
	TOTAL EXPENDITURES	-	29,925	9,923	20,000
	NET CHANGE TO FUND BALANCE	10,270	(9,925)	(9,900)	-
	ENDING FUND BALANCE	9,900	(25)	-	-

DRAFT - 4/16/18



City of La Habra Heights
Special Revenue Fund - TDA Fund
For Fiscal Year 2018-19

Account	Description	Amount	Total
6830	CAPITAL IMPROVEMENT PROJECTS		
	- Intersection Enhancements and Pedestrian Facilities	20,000	20,000
			<u>20,000</u>

DRAFT - 4/16/18



City of La Habra Heights
Special Revenue Fund - STP-L Fund
For Fiscal Year 2018-19

		2016-2017 Actual	2017-2018 Budget	2017-2018 Estimates	FY 2018-19 Adopted
	BEGINNING FUND BALANCE	43,462	138,106	138,106	-
230-641STP-4510	INVESTMENT EARNINGS	471	300	1,000	-
230-641STP-4620	GRANT REVENUE	94,173	-	-	-
	TOTAL REVENUES	94,644	300	1,000	-
230-641STP-6830	CAPITAL IMPROVEMENT PROJECTS	-	138,000	139,106	-
	TOTAL EXPENDITURES	-	138,000	139,106	-
	NET CHANGE TO FUND BALANCE	94,644	(137,700)	(138,106)	-
	ENDING FUND BALANCE	138,106	406	-	-

DRAFT - 4/16/18



City of La Habra Heights
Special Revenue Fund - STP-L Fund
For Fiscal Year 2018-19

Account	Description	Amount	Total
6830	CAPITAL IMPROVEMENT PROJECTS		-
			-
			-

DRAFT - 4/16/18



City of La Habra Heights
Special Revenue Fund - Recycling Fund
For Fiscal Year 2018-19

		2016-2017 Actual	2017-2018 Budget	2017-2018 Estimates	FY 2018-19 Adopted
	BEGINNING FUND BALANCE	24,708	29,867	29,867	6,067
233-000000-4510	INVESTMENT EARNINGS	91	60	200	60
233-000000-4620	GRANT REVENUE	10,000	5,000	5,000	5,000
	TOTAL REVENUES	10,091	5,060	5,200	5,060
233-680REC-6955	GRANT EXPENDITURES	4,932	29,000	29,000	-
	TOTAL EXPENDITURES	4,932	29,000	29,000	-
	NET CHANGE TO FUND BALANCE	5,159	(23,940)	(23,800)	5,060
	ENDING FUND BALANCE	29,867	5,927	6,067	11,127

DRAFT - 4/16/18



City of La Habra Heights
Special Revenue Fund - Recycling Fund
For Fiscal Year 2018-19

Account	Description	Amount	Total
6955	GRANT EXPENDITURES		
			-
			-

DRAFT - 4/16/18



City of La Habra Heights
Special Revenue Fund - CDBG Fund
For Fiscal Year 2018-19

		2016-2017 Actual	2017-2018 Budget	2017-2018 Estimates	FY 2018-19 Adopted
	BEGINNING FUND BALANCE	-	-	-	-
240-000000-4620	GRANT REVENUE	-	-	-	-
	TOTAL REVENUES	-	-	-	-
240-660CDB-6830	CAPITAL IMPROVEMENT PROJECTS	-	-	-	-
	TOTAL EXPENDITURES	-	-	-	-
	NET CHANGE TO FUND BALANCE	-	-	-	-
	ENDING FUND BALANCE	-	-	-	-

DRAFT - 4/16/18



City of La Habra Heights
Special Revenue Fund - CDBG Fund
For Fiscal Year 2018-19

Account	Description	Amount	Total
6830	CAPITAL IMPROVEMENT PROJECTS		

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DRAFT - 4/16/18



City of La Habra Heights
Special Revenue Fund - Fire Fund
For Fiscal Year 2018-19

		2016-2017 Actual	2017-2018 Budget	2017-2018 Estimates	FY 2018-19 Adopted
	BEGINNING FUND BALANCE	-	-	-	-
260-000000-4110	SECURED PROPERTY TAXES	1,082,752	1,125,300	1,125,300	1,147,806
260-000000-4620	GRANT REVENUE	31,500	37,000	37,000	-
260-000000-5110	TRANSFERS IN	133,533	706,798	706,798	371,431
	TOTAL REVENUES	1,247,785	1,869,098	1,869,098	1,519,237
260-710FIR-6110	SALARIES & WAGES - REGULAR	85,522	149,000	149,000	99,530
260-710FIR-6120	WAGES PART-TIME	235,694	251,750	251,750	226,181
260-710FIR-6130	OVERTIME	933	423	423	500
260-710FIR-6150	RETIREMENT	36,303	44,805	44,805	44,624
260-710FIR-6160	LIFE INSURANCE	125	200	200	129
260-710FIR-6170	MEDICAL/DENTAL INSURANCE	12,243	10,000	10,000	6,276
260-710FIR-6180	WORKERS' COMPENSATION	54,808	55,479	55,479	65,506
260-710FIR-6190	UNEMPLOYMENT INSURANCE	5,730	8,092	8,092	7,728
260-710FIR-6195	MEDICARE	4,800	5,067	5,067	4,864
260-710FIR-6199	ALLOCATED OVERHEAD	79,820	43,798	43,798	30,996
260-710FIR-6210	OFFICE SUPPLIES	2,415	2,500	2,500	2,500
260-710FIR-6225	PRINTING EXPENSE	320	500	500	500
260-710FIR-6235	SOFTWARE	6,475	7,150	7,150	7,150
260-710FIR-6240	POSTAGE & MAILING	124	500	500	500
260-710FIR-6260	DUES & MEMBERSHIPS	2,250	2,500	2,500	2,500
260-710FIR-6310	IT SUPPORT/HELP DESK	10,500	15,000	15,000	15,000
260-710FIR-6320	INTERNET SERVICES	284	500	500	600
260-710FIR-6330	TRAVEL, CONFERENCES & MEETINGS	750	1,500	1,500	1,500
260-710FIR-6340	TRAINING	3,755	4,000	4,000	4,000
260-710FIR-6410	TELEPHONE	9,986	9,500	9,500	9,500
260-710FIR-6420	UTILITIES	13,992	13,000	13,000	13,000
260-710FIR-6430	TOOLS & EQUIPMENT	44,553	46,265	46,265	10,000
260-710FIR-6435	IT EQUIPMENT	2,730	48,400	48,400	2,000
260-710FIR-6510	SPECIAL DEPARTMENTAL EXPENSE	10,273	6,000	6,000	8,000
260-710FIR-6520	OSHA REGULATION EXPENSE	7,049	6,000	6,000	6,500
260-710FIR-6530	EXPLORER PROGRAM	352	500	500	500
260-710FIR-6550	OPERATING SUPPLIES	5,373	6,000	6,000	6,000
260-710FIR-6610	BUILDING/GROUNDS MAINTENANCE	4,118	12,000	12,000	15,000
260-710FIR-6612	GENERAL INSURANCE	59,301	73,510	73,510	90,425
260-710FIR-6615	MAINTENANCE/RADIO COMMUNICATION	1,826	10,000	10,000	10,000
260-710FIR-6650	PROFESSIONAL SERVICES	69,122	48,800	48,800	49,000
260-710FIR-6655	IT PROFESSIONAL SERVICES	2,752	3,000	3,000	3,000
260-710FIR-6695	LEGAL SERVICES	21,926	10,000	10,000	10,000
260-710FIR-6710	RENTALS & LEASES	2,499	2,500	2,500	2,500
260-710FIR-6722	MOTOR VEHICLE - MAINT.	50,258	30,000	30,000	40,000
260-710FIR-6724	MOTOR VEHICLE - GAS & OIL	17,637	17,000	17,000	17,000
260-710FIR-6726	VEHICLES	-	440,735	440,735	-
260-710FIR-6730	EQUIPMENT MAINTENANCE	2,137	2,500	2,500	2,500
260-710FIR-6735	IT EQUIPMENT MAINTENANCE	-	-	-	-
260-710FIR-6740	BACKGROUND CHECKS	3,268	5,000	5,000	5,000
260-710FIR-6830	CAPITAL IMPROVEMENT PROJECTS	-	57,000	57,000	-
260-710FIR-6911	UNIFORMS & ACCESSORIES	1,832	4,000	4,000	4,000
260-710FIR-6912	SAFETY EQUIPMENT	1,456	20,000	20,000	20,000
260-710FIR-6914	FIRE PREVENTION/PUBLIC ED	-	500	500	500
260-710FIR-6920	WAB ADVERTISING, LEGAL NOTICES, & SL	301	300	300	-

260-710FIR-6930	WAB POSTAGE & MAILING EXPENSE	2,273	2,500	2,500	-
260-720EMS-6110	SALARIES & WAGES - REGULAR	31,764	35,000	35,000	33,177
260-720EMS-6120	WAGES PART-TIME	200,197	207,188	207,188	231,760
260-720EMS-6130	OVERTIME	321	40	40	40
260-720EMS-6150	RETIREMENT	17,883	20,048	20,048	20,739
260-720EMS-6160	LIFE INSURANCE	46	46	46	43
260-720EMS-6170	MEDICAL/DENTAL INSURANCE	4,550	2,128	2,128	2,092
260-720EMS-6180	WORKERS' COMPENSATION	20,271	32,102	32,102	23,820
260-720EMS-6190	UNEMPLOYMENT INSURANCE	5,593	8,092	8,092	7,728
260-720EMS-6195	MEDICARE	3,411	3,500	3,500	3,888
260-720EMS-6199	ALLOCATED OVERHEAD	53,742	35,580	35,580	30,996
260-720EMS-6210	OFFICE SUPPLIES	27	-	-	-
260-720EMS-6240	POSTAGE & MAILING	836	2,000	2,000	2,000
260-720EMS-6340	TRAINING	-	4,000	4,000	4,000
260-720EMS-6550	OPERATING SUPPLIES	10,617	10,000	10,000	10,000
260-720EMS-6650	PROFESSIONAL SERVICES	18,445	27,600	27,600	27,000
260-720EMS-6740	BACKGROUND CHECKS	1,949	2,000	2,000	2,000
260-720EMS-6911	UNIFORMS & ACCESSORIES	267	1,000	1,000	1,000
260-720EMS-6912	SAFETY EQUIPMENT	-	1,000	1,000	1,000
260-740BCP-6110	SALARIES & WAGES - REGULAR	-	-	-	81,027
260-740BCP-6120	WAGES PART-TIME	-	-	-	49,174
260-740BCP-6130	OVERTIME	-	-	-	500
260-740BCP-6150	RETIREMENT	-	-	-	9,963
260-740BCP-6160	LIFE INSURANCE	-	-	-	86
260-740BCP-6170	MEDICAL/DENTAL INSURANCE	-	-	-	17,090
260-740BCP-6190	UNEMPLOYMENT INSURANCE	-	-	-	1,092
260-740BCP-6195	MEDICARE	-	-	-	1,888
260-740BCP-6240	POSTAGE & MAILING	-	-	-	2,500
260-740BCP-6435	IT EQUIPMENT	-	-	-	48,200
260-740BCP-6650	PROFESSIONAL SERVICES	-	-	-	125
260-740BCP-6724	MOTOR VEHICLE - GAS & OIL	-	-	-	1,000
260-740BCP-6920	ADVERTISING & LEGAL NOTICES	-	-	-	300
260-740BCP-6960	BRUSH CLEARANCE CONTRACTORS	-	-	-	60,000
TOTAL EXPENDITURES		1,247,785	1,869,098	1,869,098	1,519,237
NET CHANGE TO FUND BALANCE		-	-	-	-
ENDING FUND BALANCE		-	-	-	-



City of La Habra Heights
Special Revenue Fund - Fire Fund
For Fiscal Year 2018-19

Account	Description	Amount	Total
6210	OFFICE SUPPLIES - Paper, toner, misc. office supplies and equipment	2,500	2,500
6225	PRINTING EXPENSE - Fire department forms, flyers, education materials, Xerox items	500	500
6235	SOFTWARE - Fire department software, website support allocation, misc allocations	7,150	7,150
6240	POSTAGE & MAILING - Mailing expenses (FedEx/UPS)	500	500
6260	DUES & MEMBERSHIPS - Professional organizations: Area E Chiefs, LAAFCU, Area E Disaster	2,500	2,500
6310	IT SUPPORT/HELP DESK - Breat (22 hours/month) - \$27,800 (50/50 General Fund & Fire) - Emergency Services/Special Projects - \$2,200 (50/50 General Fund & Fire)	13,900 1,100	15,000
6320	INTERNET SERVICES - Traffic cameras, spam filters, internet connection points	600	600
6330	TRAVEL, CONFERENCES & MEETINGS - LAAFCU Fire Chiefs conference, other required meeting expenses	1,500	1,500
6340	TRAINING - Mandatory training classes, HAZMAT refreshers	4,000	4,000
6410	TELEPHONE - Level 3, Verizon wireless mobile phones, mobile data	9,500	9,500
6420	UTILITIES - So Cal Gas, So Cal Edison, LHHWCW	13,000	13,000
6430	TOOLS & EQUIPMENT - Hand tools, vehicle fittings, replacement of damaged small equipment	10,000	10,000
6435	IT EQUIPMENT - Fire department computers, printers, etc	2,000	2,000
6510	SPECIAL DEPARTMENTAL EXPENSE - Timekeeping machine, misc department supplies	8,000	8,000
6520	OSHA REGULATION EXPENSE - Ladder testing, repair/maint of SCBA masks & systems	6,500	6,500
6530	EXPLORER PROGRAM - Uniforms and misc. supplies for Explorers	500	500
6550	OPERATING SUPPLIES - Cleaning supplies, coffee, utensils, kitchen items	6,000	6,000
6610	BUILDING/GROUNDS MAINTENANCE - Repairs and maintenance to dormitory, apparatus bay, and fire admin	15,000	15,000
6612	GENERAL INSURANCE - Liability and property insurance	90,425	90,425
6615	MAINTENANCE/RADIO COMM - Batteries for hand-held radios, maintenance on MDC's	10,000	10,000
6650	PROFESSIONAL SERVICES - NBS parcel assessment fees - Internal review - LA County dispatch	2,800 5,200 41,000	49,000
6655	IT PROFESSIONAL SERVICES - Website costs	3,000	3,000
6695	LEGAL SERVICES - General legal	10,000	10,000

6710	RENTALS & LEASES		
	- Xerox copier lease	2,500	2,500
6722	MOTOR VEHICLE - MAINT.		
	- La Habra vehicle maintenance contract and other misc repairs	40,000	40,000
6724	MOTOR VEHICLE - GAS & OIL		
	- Fuel for all fire vehicles	17,000	17,000
6726	VEHICLES		
		-	-
6730	EQUIPMENT MAINTENANCE		
	- Repairs & parts for all light-duty equipment (chainsaws, generators, etc)	2,500	2,500
6740	BACKGROUND CHECKS		
	- Pre-employment background checks	5,000	5,000
6830	CAPITAL IMPROVEMENT PROJECTS		
		-	-
6911	UNIFORMS & ACCESSORIES		
	- Nomex uniforms and accessories for all personnel	4,000	4,000
6912	SAFETY EQUIPMENT		
	- Boots, jackets, helmets, shrouds, coats, & pants	20,000	20,000
6914	FIRE PREVENTION/PUBLIC ED		
	- Public information materials and brochures	500	500
6920	WAB ADVERTISING, LEGAL NOTICES		
	- San Gabriel Valley News legal ad notices	-	-
6930	WAB POSTAGE & MAILING EXPENSE		
	- Weed abatement mailing costs	-	-
EMS Operations			
6240	POSTAGE & MAILING		
	- Paramedic subscription mailings	2,000	2,000
6340	TRAINING		
	- Misc training for EMS	4,000	4,000
6550	OPERATING SUPPLIES		
	- Drugs, medications, short-term supplies, etc	10,000	10,000
6650	PROFESSIONAL SERVICES		
	- Paramedic coordinator, Medical Director	27,000	27,000
6740	BACKGROUND CHECKS		
	- Pre-employment physicals	2,000	2,000
6911	UNIFORMS & ACCESSORIES		
	- Uniforms for paramedics	1,000	1,000
6912	SAFETY EQUIPMENT		
	- Safety boots and equipment for paramedics	1,000	1,000
Brush Clearance Program			
6240	POSTAGE & MAILING		
	- Brush clearance mailing costs	2,500	2,500
6435	IT EQUIPMENT		
	- 3Di software	46,400	
	- CitizenServe user	1,800	48,200
6650	PROFESSIONAL SERVICES		
	- NBS tax roll services	125	125
6724	MOTOR VEHICLE - GAS & OIL		
	- Fuel expense for brush clearance	1,000	1,000
6920	ADVERTISING & LEGAL NOTICES		
	- Advertising and legal notices for brush clearance	300	300
6960	BRUSH CLEARANCE CONTRACTORS		
	- Payments to contractors to abate properties	60,000	60,000
			517,800



City of La Habra Heights
Special Revenue Fund - SLES Fund
For Fiscal Year 2018-19

		2016-2017 Actual	2017-2018 Budget	2017-2018 Estimates	FY 2018-19 Adopted
	BEGINNING FUND BALANCE	50,385	50,718	50,718	51,518
262-000000-4510	INVESTMENT EARNINGS	333	200	800	200
262-000000-4610	COPS REVENUE	100,000	100,000	150,000	100,000
	TOTAL REVENUES	100,333	100,200	150,800	100,200
262-000000-7210	TRANSFERS OUT	100,000	150,000	150,000	150,000
	TOTAL EXPENDITURES	100,000	150,000	150,000	150,000
	NET CHANGE TO FUND BALANCE	333	(49,800)	800	(49,800)
	ENDING FUND BALANCE	50,718	918	51,518	1,718

DRAFT - 4/16/18



City of La Habra Heights
Special Revenue Fund - SLES Fund
For Fiscal Year 2018-19

Account	Description	Amount	Total
7210	TRANSFERS OUT		
	- Citizens' Option for Public Safety (COPS) grant which funds frontline law enforcement	150,000	150,000
			<u>150,000</u>

DRAFT - 4/16/18



City of La Habra Heights
Special Revenue Fund - CLEEP Fund
For Fiscal Year 2018-19

		2016-2017 Actual	2017-2018 Budget	2017-2018 Estimates	FY 2018-19 Adopted
	BEGINNING FUND BALANCE	11,875	11,441	11,441	5,768
264-000000-4510	INVESTMENT EARNINGS	44	30	100	100
	TOTAL REVENUES	44	30	100	100
264-751CLE-6510	SPECIAL DEPARTMENTAL EXPENSE	478	11,937	5,773	4,500
	TOTAL EXPENDITURES	478	11,937	5,773	4,500
	NET CHANGE TO FUND BALANCE	(434)	(11,907)	(5,673)	(4,400)
	ENDING FUND BALANCE	11,441	(466)	5,768	1,368

DRAFT - 4/16/18



City of La Habra Heights
Special Revenue Fund - CLEEP Fund
For Fiscal Year 2018-19

Account	Description	Amount	Total
6510	SPECIAL DEPARTMENT SUPPLIES		
	- Annual subscription to Nixle Mass Communication (Public Safety Notification)	4,500	4,500
			<u>4,500</u>

DRAFT - 4/16/18



City of La Habra Heights
Special Revenue Fund - SAFER Grant Fund
For Fiscal Year 2018-19

		2016-2017 Actual	2017-2018 Budget	2017-2018 Estimates	FY 2018-19 Adopted
	BEGINNING FUND BALANCE	-	(5,199)	(5,199)	-
265-000000-4620	GRANT REVENUE	64,087	186,797	191,996	189,549
	TOTAL REVENUES	64,087	186,797	191,996	189,549
265-710SFR-6110	SALARIES & WAGES- REGULAR	24,295	82,689	82,689	86,903
265-710SFR-6150	RETIREMENT	3,473	7,867	7,867	12,818
265-710SFR-6160	LIFE INSURANCE	21	86	86	86
265-710SFR-6170	MEDICAL/DENTAL INSURANCE	2,959	15,406	15,406	8,872
265-710SFR-6195	MEDICARE	380	1,199	1,199	1,320
265-710SFR-6251	MARKETING/WEBSITE EXPENSE	1,740	4,000	4,000	4,000
265-710SFR-6340	TRAINING	10,889	25,000	25,000	25,000
265-710SFR-6741	PHYSICAL EXAMS	7,065	20,000	20,000	20,000
265-710SFR-6911	UNIFORMS & ACCESSORIES	3,148	4,550	4,550	4,550
265-710SFR-6912	SAFETY EQUIPMENT	15,316	26,000	26,000	26,000
	TOTAL EXPENDITURES	69,286	186,797	186,797	189,549
	NET CHANGE TO FUND BALANCE	(5,199)	-	5,199	-
	ENDING FUND BALANCE	(5,199)	(5,199)	-	-



City of La Habra Heights
Special Revenue Fund - SAFER Grant Fund
For Fiscal Year 2018-19

Account	Description	Amount	Total
6251	MARKETING/WEBSITE EXPENSE		
	- Costs related to marketing and website postings	4,000	4,000
6340	TRAINING		
	- Costs related to training firefighters	25,000	25,000
6741	PHYSICAL EXAMS		
	- Costs related to pre-employment physical examinations	20,000	20,000
6911	UNIFORMS & ACCESSORIES		
	- Costs related to uniforms and other accessories for new firefighters	4,550	4,550
6912	SAFETY EQUIPMENT		
	- Costs related to the purchase of PPE's	26,000	26,000
			<u>79,550</u>



City of La Habra Heights
Special Revenue Fund - PEG Fund
For Fiscal Year 2018-19

		2016-2017 Actual	2017-2018 Budget	2017-2018 Estimates	FY 2018-19 Adopted
	BEGINNING FUND BALANCE	539	11,781	11,781	17,921
280-000000-4410	PEG FEES	11,877	10,400	13,000	12,000
280-000000-4510	INVESTMENT EARNINGS	17	10	140	100
	TOTAL REVENUES	11,894	10,410	13,140	12,100
280-000000-6830	CAPITAL IMPROVEMENT PROJECTS	652	20,000	7,000	20,000
	TOTAL EXPENDITURES	652	20,000	7,000	20,000
	NET CHANGE TO FUND BALANCE	11,242	(9,590)	6,140	(7,900)
	ENDING FUND BALANCE	11,781	2,191	17,921	10,021

DRAFT - 4/16/18



City of La Habra Heights
Special Revenue Fund - PEG Fund
For Fiscal Year 2018-19

Account	Description	Amount	Total
6830	CAPITAL IMPROVEMENT PROJECTS		
	- Eligible capital purchases as dictated by PEG guidelines	20,000	20,000
			<u>20,000</u>

DRAFT - 4/16/18



City of La Habra Heights
Special Revenue Fund - District #4 Road Maintenance
For Fiscal Year 2018-19

		2016-2017 Actual	2017-2018 Budget	2017-2018 Estimates	FY 2018-19 Adopted
	BEGINNING FUND BALANCE	680	1,347	1,347	-
512-000000-4130	SEMI-ANNUAL ASSESSMENTS	664	-	121	-
512-000000-4510	INVESTMENT EARNINGS	3	-	15	-
	TOTAL REVENUES	667	-	136	-
512-650RD4-6830	CAPITAL IMPROVEMENT PROJECTS	-	814	1,483	-
	TOTAL EXPENDITURES	-	814	1,483	-
	NET CHANGE TO FUND BALANCE	667	(814)	(1,347)	-
	ENDING FUND BALANCE	1,347	533	-	-

DRAFT - 4/16/18



City of La Habra Heights
Special Revenue Fund - District #4 Road Maintenance
For Fiscal Year 2018-19

Account	Description	Amount	Total
6830	CAPITAL IMPROVEMENT PROJECTS	-	-

DRAFT - 4/16/18



City of La Habra Heights
Special Revenue Fund - Street Assessment District #1
For Fiscal Year 2018-19

		2016-2017 Actual	2017-2018 Budget	2017-2018 Estimates	FY 2018-19 Adopted
	BEGINNING FUND BALANCE	51,440	42,423	42,423	-
710-000000-4180	SEMI-ANNUAL DIRECT ASSMTN PYMT	3,319	-	136	-
710-000000-4510	INVESTMENT EARNINGS	164	-	300	-
	TOTAL REVENUES	3,483	-	436	-
710-000000-6270	BOND INTEREST EXPENSE	-	-	-	-
710-000000-6650	PROFESSIONAL SERVICES	12,500	-	-	-
710-000000-6670	BOND PRINCIPAL PAYMENTS	-	-	-	-
710-000000-6830	CAPITAL IMPROVEMENT PROJECTS	-	40,834	42,859	-
	TOTAL EXPENDITURES	12,500	40,834	42,859	-
	NET CHANGE TO FUND BALANCE	(9,017)	(40,834)	(42,423)	-
	ENDING FUND BALANCE	42,423	1,589	-	-



City of La Habra Heights
Special Revenue Fund - Street Assessment District #1
For Fiscal Year 2018-19

Account	Description	Amount	Total
6830	CAPITAL IMPROVEMENT PROJECTS	-	-
			-

DRAFT - 4/16/18



City of La Habra Heights
Capital Improvement Projects
For Fiscal Years 2018-19 through 2022-23

Project	Estimated	Funding Source	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
	5 Year Cost						
CIP 1 - Street Improvement Project	2,701,018	General Fund	83,000	75,000	75,000	75,000	75,000
		Gas Tax - HUTA	95,698	96,000	97,000	98,000	99,000
		Gas Tax - RMRA SB1	90,719	91,000	92,000	93,000	94,000
		Prop C	88,692	89,000	90,000	91,000	92,000
		Measure M	75,388	76,000	77,000	79,000	80,000
		Measure R	66,521	67,000	69,000	70,000	71,000
		STP-L/MTA	-	95,000	-	-	95,000
			500,018	589,000	500,000	506,000	606,000
Total Funded Projects			500,018				

DRAFT - 4/16/18



City of La Habra Heights
Capital Improvement Project Details
For Fiscal Years 2018-19 through 2022-23

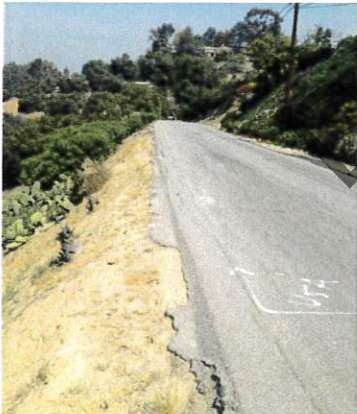
PROJECT NAME: CIP #1 - Street Improvement Project & Road Maintenance Repairs (PMP)
DESCRIPTION: City-wide road repairs and maintenance, as identified by the Pavement Management Plan.
ESTIMATED COST: \$ 2,701,018

FUNDING:

FISCAL YEAR	AMOUNT	SOURCE
FY 18-19	\$ 500,018	General Fund, Gas Tax Funds, Metro funds
FY 19-20	\$ 589,000	General Fund, Gas Tax Funds, Metro funds
FY 20-21	\$ 500,000	General Fund, Gas Tax Funds, Metro funds
FY 21-22	\$ 506,000	General Fund, Gas Tax Funds, Metro funds
FY 22-23	\$ 606,000	General Fund, Gas Tax Funds, Metro funds
TOTAL	\$ 2,701,018	

Actual allocation will vary once bids are received.

\$ 30,000 Design/Plans/Specs
\$ 440,000 Construction Estimate
\$ 30,000 Construction Management & Inspection
\$ 500,000 Estimated Total



CIP Budget
Fiscal Year 2018/19

Fund	Source	Roads		
		Recommended Amount	Committee Estimate	Difference
101	General Fund	83,000.00	75,000.00	8,000.00 Higher to reach \$500k total
210	Gas Tax Fund - HUTA	95,698.00	143,597.00	(47,899.00) Lower due to funds being allocated towards guardrails, traffic signs, etc.
215	Road Maint. Rehab (SB1)	90,719.00	90,719.00	-
221	Proposition C	88,692.00	85,437.00	3,255.00 Higher due to new estimate from Metro
222	Measure M	75,388.00	69,025.00	6,363.00 Higher due to new estimate from Metro
225	Measure R	66,521.00	64,326.00	2,195.00 Higher due to new estimate from Metro
		500,018.00	528,104.00	

DRAFT - 4/16/18

Title	Retirement Plan	Status (FT = 100%)	Step	Hourly	Base Salary	PERS/Retiremt	EPMC	Def Comp	Allowances	Medicare	ETT, SUI, & CRR	Life Ins.	Medical Ins.	Total Comp
City Manager	Classic Misc	100%	n/a	72.719	151,255.52	11,546.85	-	4,000.00	840.00	2,263.39	364.00	85.50	17,090.34	187,445.59
Assistant City Manager	Classic Misc	100%	71,D	50.930	105,934.40	8,087.03	-	84.18	-	1,537.27	364.00	85.50	16,922.04	133,014.42
Management Assistant	PEPRA Misc	100%	25,B	18.577	38,640.16	2,643.76	-	4,361.34	-	623.52	364.00	85.50	8,367.66	55,085.94
Deputy City Clerk	Classic Misc	100%	40,G	31.911	66,374.88	5,067.06	-	4,171.50	-	1,022.92	364.00	85.50	8,747.46	85,833.32
Finance Manager	Classic Misc	100%	67,E	49.404	102,760.32	7,844.72	-	-	-	1,490.02	364.00	85.50	17,090.34	129,634.91
Accounting Technician	Classic Misc	100%	45,C	28.985	60,288.80	4,602.45	4,220.22	4,508.22	2,700.00	978.71	364.00	85.50	8,073.90	85,821.79
Public Works Specialist	Classic Misc	100%	53,C	33.961	70,638.88	5,392.57	4,944.72	7,777.56	-	1,137.04	364.00	85.50	1,535.28	91,875.55
Principal Planner	Classic Misc	100%	59,D	40.158	83,528.64	6,376.58	-	-	3,000.00	1,254.67	364.00	85.50	17,090.34	111,699.72
CDD Technician	Classic Misc	100%	38,C	25.234	52,486.72	4,006.84	-	4,363.44	-	824.33	364.00	85.50	8,363.46	70,494.28
Maintenance Worker	PEPRA Misc	100%	25,D	20.482	42,602.56	2,914.87	-	4,363.44	-	681.01	364.00	85.50	8,363.46	59,374.83
P/T Building Inspector	PEPRA Misc	75%	PT 19,C	44.720	69,763.20	4,773.20	-	-	-	1,011.57	364.00	-	-	75,911.96
P/T CDD Aide	Nationwide 3.75	75%	PT 1,B	12.600	19,656.00	737.10	-	-	-	285.01	364.00	-	-	21,042.11
ans														
City Hall Subtotal					863,930.08	112,391.02	9,164.94	33,629.68	6,540.00	13,109.45	4,368.00	855.00	111,644.28	1,155,632.44
Fire Chief	Classic Safety	75%	n/a	67.308	105,000.48	13,490.46	-	-	-	1,522.51	364.00	-	-	120,377.45
Assistant Fire Chief	PEPRA Safety	100%	65,D	45.224	94,065.92	9,425.41	-	8,545.26	-	1,487.86	364.00	85.50	-	113,973.95
Battalion Chief	PEPRA Safety	100%	61,D	41.780	86,902.40	8,707.62	-	4,109.70	-	1,319.68	364.00	85.50	8,871.06	110,359.96
Management Assistant	PEPRA Misc	100%	25,B	18.577	38,640.16	2,643.76	-	4,361.34	-	623.52	364.00	85.50	8,367.66	55,085.94
Fire Marshal	PEPRA Safety	100%	55,E	38.955	81,026.40	8,118.85	-	-	-	1,174.88	364.00	85.50	17,090.34	107,859.97
Fire Inspector 1	Nationwide 3.75	33%	15,D	35.820	24,586.85	922.01	-	-	-	356.51	364.00	-	-	26,229.36
Fire Inspector 2	Nationwide 3.75	33%	15,D	35.820	24,586.85	922.01	-	-	-	356.51	364.00	-	-	26,229.36
P/T Captains	Nationwide 3.75	see calc below		16.000	147,430.80	5,528.66	-	-	-	2,137.75	7,000.00	-	-	162,097.20
P/T Paramedics	Nationwide 3.75	see calc below		11.000	205,509.60	7,706.61	-	-	-	2,979.89	7,000.00	-	-	223,196.10
Plans														
Fire Dept. Subtotal					807,749.46	71,125.37		17,016.30	-	11,959.10	16,548.00	342.00	34,329.06	959,069.29
GRAND TOTAL					1,671,679.54	183,516.39	9,164.94	50,645.98	6,540.00	25,068.55	20,916.00	1,197.00	145,973.34	2,114,701.73