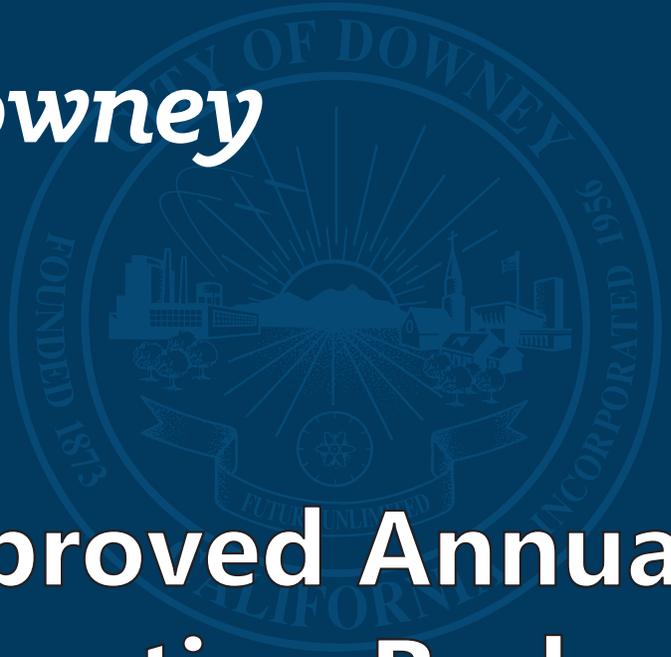




City of Downey
California



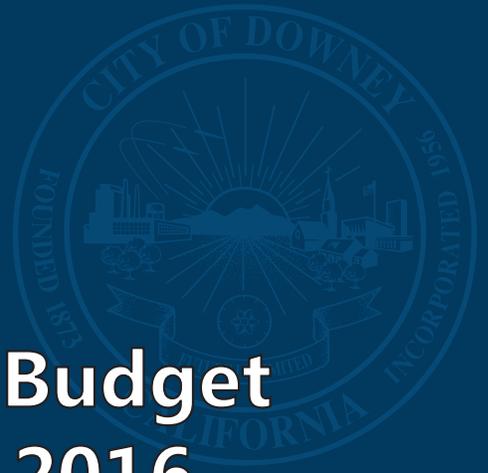
Approved Annual Operating Budget

**Fiscal Year
2015-2016**





City of Downey
California



Annual Operating Budget Fiscal Year 2015-2016

CITY COUNCIL



Luis H. Marquez
Mayor



Alex Saab
Mayor Pro Tem



Roger C. Brossmer
Council Member



Fernando Vasquez
Council Member



Sean Ashton
Council Member

CITY MANAGEMENT TEAM

Gilbert A. Livas
City Manager

John Oskoui
Assistant City Manager

Aldo E. Schindler
Director of Community Development

Yvette M. Abich Garcia
City Attorney

Carl D. Charles
Chief of Police

Mohammad Mostahkami
Director of Public Works

Adria M. Jimenez
City Clerk

Mark Gillaspie
Fire Chief

Shannon DeLong
Assistant to the City Manager/
Library

Arlene Salazar
Director of Parks & Recreation

Anil H. Gandhi
Director of Finance &
Information Technology

Benjamin Dickow
Executive Director & President
Columbia Memorial Space Center

Irma Youssefieh
Director of Human Resources

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Mission

The mission statement of the City of Downey is to continuously improve the quality of life for which the City of Downey is known by providing the best possible service to residents, businesses and staff in a professional, ethical, and responsible manner.

Our Values

Collaboration

Working across disciplines, industries and leadership levels to achieve a common purpose

Credibility

Earning the trust and reliance of others through consistent, accurate service and performance

Excellence

Operating with conscientious, professional standards of service

Integrity

Adhering to strong ethical values

Passion

An enthusiastic, proactive commitment to public service

Respect

Courtesy and esteem in the fair treatment of all individuals

The City of Downey acknowledges City staff for their contributions to this budget document.

This operating Budget has been prepared and completed by the Office of the City Manager and Finance Department.

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Downey
California**

For the Fiscal Year Beginning

July 1, 2014

Executive Director

**California Society of
Municipal Finance Officers**

Certificate of Award

**Excellence
Fiscal Year 2014-2015**

Presented to the

City of Downey

For meeting the criteria established to achieve the Operating Budgeting Excellence Award.

February 8, 2015

**Pamela Arends-King
CSMFO President**

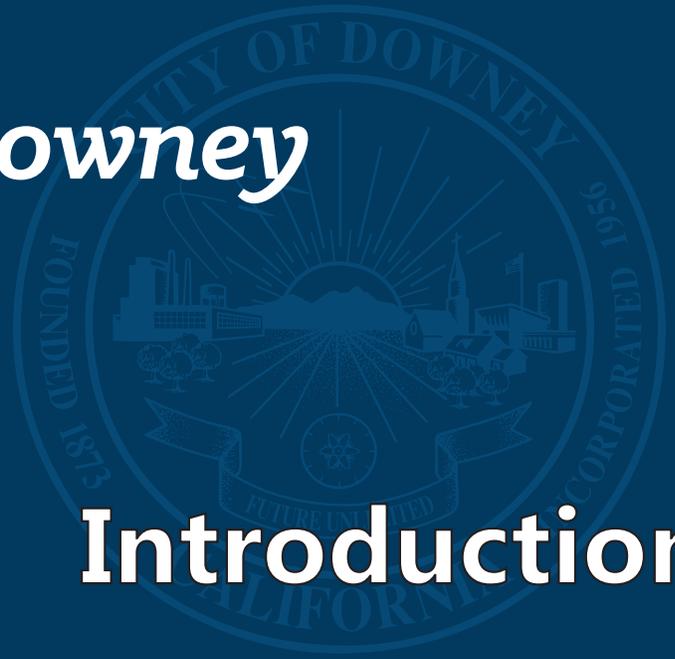
**Michael Gomez, Chair
Professional Standards and
Recognition Committee**



Dedicated Excellence in Municipal Financial Reporting



City of Downey



Introduction

City Manager's Transmittal Letter
Organization Chart - Commissions
Community Profile - City Map

*"Imagination is more important than knowledge."
-- Albert Einstein*

City Manager's Transmittal Letter



City of Downey

June 23, 2015

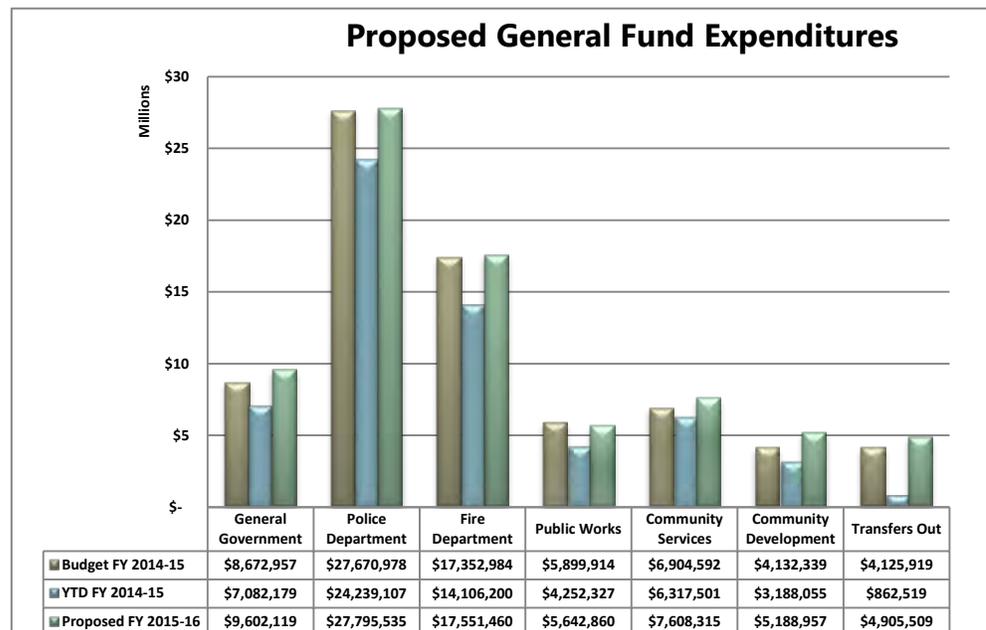
Dear Mayor Marquez and Members of the City Council:

I am pleased to propose to you a balanced budget for fiscal year 2015-16. The budget reflects the five values adopted by the City Council:

- Fiscal Responsibility
- Efficiency & Adaptability
- Economic Vibrancy
- Quality of Life
- Public Engagement

Budget Overview

The Council's goals and milestones for this fiscal year were used to develop the proposed \$164,313,222 million Citywide Fiscal Year 2015-16 Expenditure Budget. There are very slight increases in operational expenses for enhanced public programs, but the bulk of the increase in expenditures is due to the increase in minimum wage, the new mandatory sick-leave benefits for part-time staff, increasing benefits costs, the 1% cost-of-living increase for several personnel MOUs, and a \$1.5 million increase in CalPERS costs. Also, because the Federal SAFER grant is expiring, the City will resume the full \$1.3 million in costs for the reinstated fourth Fire Engine. Moreover, the Golf Course Enterprise fund used to reimburse the City for the \$700,000 incurred in administrative and maintenance costs, but the fund is no longer able to support these charges.



City Manager's Transmittal Letter

Despite the need to keep expenditures at or below last year's levels due to these uncontrolled \$3.5 million in expenses, the proposed budget includes reworked and expanded efforts to address the Council's five priorities. Specifically addressing the Efficiency and Adaptability Priority, the first phase of online water billing is currently under way, with full roll-out to be completed early in this fiscal year. Early in the new fiscal year, we will complete the installation of the new telephone system, in which service outages will be reduced, costs will be controlled, and networked systems will communicate more quickly.

The Council's Quality of Life and Public Engagement goals also factored heavily in this proposed budget. For instance, this July, Downey will host the Special Olympics team from Ireland, including three days packed full of activities and a summer concert in the Civic Center. Also this summer, in addition to the "Music on the Greens" open house at Rio Hondo Golf Course and the 8-part summer concert series at Furman Park, the City will once again host three Rooftop Events in the Downtown. Later this fall, the annual festival will morph into a Food and Music Festival in Downtown Downey this September. In November, a new twist on the Veteran's Commemoration traditions will include a Rock and Ride bicycle ride. Over Memorial Day weekend, city streets will shut down in honor of Downey's first-ever Ciclavia-style event, funded partially through a Metro Open Streets grant. Finally, there are some small increases to the Community Development budget for increased security patrols in the Downtown and to the IT budget for management of the CENIC WiFi project (which will result in "virtual libraries" at Apollo, Discovery and Independence Parks as well as at the Barbara J. Riley Community and Senior Center and in the Civic Center).

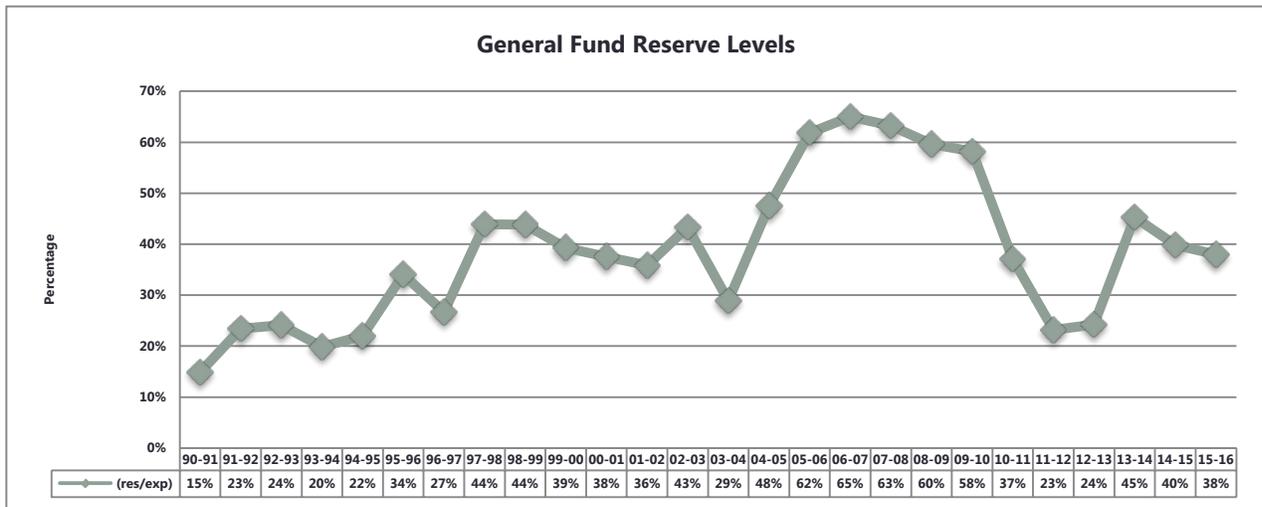


The Fiscal Year 2015-16 budget has increased by \$4.3 million, or 6% compared to FY 14-15. Specifically, the General Fund Operating Budget for FY 15-16 is \$75,817,955, which is an increase of \$4.3 million or 6% over last year's General Fund budget. Although staffing is effectively 20% lower than 5 years ago, we are proposing the restoration of only 1 full time benefited position, an Economic Development Manager, to the organization. The position is an investment to focus efforts on growing, retaining and attracting local businesses in support of the Council's Economic Vibrancy priority.

General Fund Expenditures and Council Priorities

The FY 2015-16 expenditure budget of \$75,817,955 is balanced with \$75,819,978 in estimated revenues and \$2,023 in surplus FY 14-15 budgeted funds. However, there will also be a \$2,476,800 draw-down of the General Fund Reserves for eleven Capital Improvement Projects (CIPs) evaluated by the Council Budget Subcommittee as essential for health, safety, and business continuity. In accordance with the City Council's Fiscal Responsibility priority and Government Finance Officers Association (GFOA) Best Practices, the overall reserves are projected at \$29,692,351, or 38% of general fund operating budget by the end of FY 15-16, as shown in the General Fund Reserve levels chart on the following page.

City Manager's Transmittal Letter



As described above, the \$4.3 million increase in the General Fund operating budget is largely due to labor costs. When developing the budget proposal, the major initiatives from the City Council's annual priorities workshop were included, as follows:

- the roll-out of the new voice-over-internet (VoIP) city-wide phone system (financed over 5 years)
- purchase of two new fire engines (financed over 10 years)
- full implementation of online water billing
- responsive-redesign of city website and implementation of new city app
- 2015 Special Olympics Host Town events
- a continuation of Downtown Downey community events
- matching funds for a grant-funded CicLAvia-style community event
- matching funds for the roll-out of high speed broadband service at the City Library and three new "Virtual Library" branches in city parks

However, the question of how to fund projects contained in the Parks Master Plan, \$16 million in annual residential street repairs, and updates to public building such as the 60-year-old City Library, has not been answered. The Council has directed staff to study various options available to address the significant funding gap. In addition, the City will continue to face rising healthcare premiums and increases in CalPERS rates and other post-employment benefits.

Economic Outlook and Revenue Projections

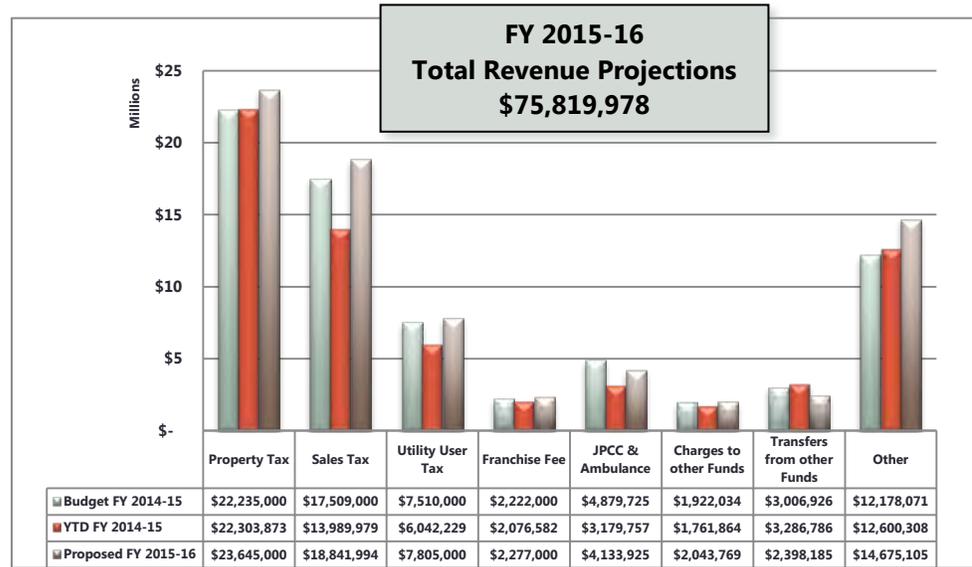
To date, FY 14-15 revenues are in line with projections and on-par with FY 14-15 expenditures. Overall, revenue is projected to be higher by 6% compared with prior year which is a \$4,357,222 increase. Property and sales tax are both trending up slightly, as predicted, and should even-out to a normal growth trajectory this year. Two grant-funded revenue sources ended during the last (2014-15) Fiscal Year and thus the General Fund will absorb the full costs of maintaining both the McCaughan Gym at Apollo Park (approximately \$168,000, formerly funded through



City Manager's Transmittal Letter

Los Angeles County Open Space Funds) and the fourth Fire Engine (approximately \$1.3 million, formerly funded by the Federal SAFER grant).

Fortunately, last year's revenue projections are matching projections thus far. Sales and property taxes, which account for approximately 58% of the city's revenue stream, have stabilized and are showing gradual gains. A 4% increase is expected in the Utility Users Tax (UUT). The state's "Triple Flip" sales tax scheme will end this year and in the clean-up, we expect to receive a one-time payment of nearly \$1 million in sales tax owed from the State to the City. To better understand costs for providing specialized services, a comprehensive city-wide fee study is



planned which may point out prudent changes to the fee schedule. As outlined in the general fund long-range forecast, the majority of indicators point toward an improving economy.

In the short term, both the University of California Los Angeles (UCLA) Anderson March 2015 Forecast and the Los Angeles Economic Development Council (LAEDC) February 2015 Economic Forecast suggest slow increases in employment through mid-2016, accompanied by lower energy prices. The presumed increased availability of discretionary income is anticipated to result in an increase in local sales tax revenue.

Adding to the existing local tax base, there are multiple developments, either in the permitting and approval process or already under construction, which will contribute economically and culturally to the community. There are two big improvements happening along the Imperial Highway corridor: the former Beaches Market property will reopen with a Vallarta market and a stand-alone Starbucks coffee house and drive-through, and a second Starbucks will open as a drive-through only at Bellflower and Imperial Highways. Also in the southern half of the City, construction on the Promenade at Downey continues to



progress, with several tenants already signed and applying for tenant improvement approvals. These include Benihana Restaurant, Gaucho Grill, Green Olive, 24-Hour Fitness, Mod Pizza, Cinemark Theatres, Lazy Dog Café, Jersey Mike's, Rock & Brews and Floor and Décor. Moving northward, along Firestone Boulevard, the Chrysler Dodge dealership is constructing a new showroom and Downey Nissan is considering expansion, both of which should

City Manager's Transmittal Letter

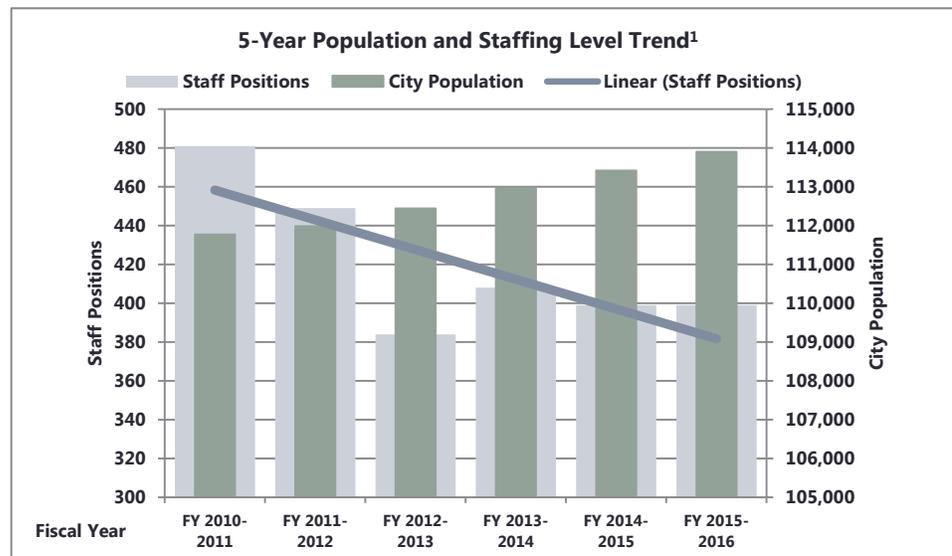
spell increased economic activity. The former Ford-Lincoln-Mercury dealership sites on two of the four corners at the intersection of Gallatin and Lakewood will see increased activity, with neighborhood-serving commercial uses (restaurants, a fitness center, and other supportive businesses).

Conflicting housing indicators as reported by both UCLA Anderson and LAEDC forecasts (new home permits are up overall, but the actual number of homes sold is down) have resulted in a conservative estimate for property tax revenue in the coming year. Beneficially, approximately 67 new housing units will be added to the tax rolls with the completion of residential developments on Stewart and Gray Road, at Lakewood and Gallatin Road and Florence Avenues. In the coming fiscal year, we can expect to see activity along Paramount Boulevard at the long-vacant Gallatin Medical Center, where a 117-unit market-rate residential development is proposed and is on track to open in the coming fiscal year. A new partnership with Habitat for Humanity will result in a groundbreaking for seven new homes in the coming fiscal year.

A final consideration in revenues is fuel tax: while low gas prices mean more discretionary money for the community, and hybrid and electric cars help reduce greenhouse gas emissions and long-term environmental impacts, the short-term consequence of low fuel costs mean even lower fuel tax returns, further reducing the availability of funds to implement roadway repairs.

Salary and Benefit Expenditures

A city's primary responsibility is to provide services to residents and businesses through City staff and contracts. Thus, approximately 72% of General Fund budget is allocated for salary and benefits. Though we are providing the same (or increased) level of service today as we did five years ago, though we had 20% more staff than



the proposed FY 15-16 number of positions.¹ During the same period, the California Department of Finance has estimated that the City's population increased by over 2,000 people, or approximately 2% over the population 5 years ago. The ratio of full time personnel to City population is shown in the table below. As mentioned previously, one new full time position will be added to support economic development activity. A new partnership with the Downey Unified School District will add 30-40 part-time,

¹ To accurately compare the change in staffing level, the 18 formerly-contracted positions, which are now city staff positions, were included in staffing numbers for FY 2010-11, 2011-12, 2012-13 and 2013-14.

City Manager's Transmittal Letter

non-General Fund positions in an ASPIRE-run STEAM (science technology, engineering, arts and math) summer program.

The decision to invest in additional personnel is not made lightly. Over the past four years since the 2009 Recession began, the City Council has adopted all of the recommendations from the ICA to sustainably manage the budget: right-size organization, require employees to contribute to PERS share, institute a tiered retirement system and contain healthcare costs. However, this next fiscal year alone, the City will pay an additional \$1.6 million to CalPERS for retirement benefits. Pension contribution rates to CalPERS will continue to increase over the next five years, from 38% this year to 51% in 2020 for public safety, and from 26.5% for miscellaneous employees to nearly 35% in 2020. Moreover, the two largest city departments, Police and Fire, are in contract negotiations, the outcome of which will impact budget this year and next fiscal year.

Additional Budgetary Considerations

The City's General Fund is not the only means of operating revenue for the City. The City operates its own water utility as well as a Golf Course Enterprise fund. In terms of utilities, the requirement that residents and businesses conserve an additional 20% of drinking water will further diminish income necessary to maintain the aging infrastructure and continue refurbishing or re-drilling drinking water wells. Meanwhile, the Golf Course Fund is no longer reimbursing the General Fund for administration and maintenance costs, so the General Fund is absorbing an additional \$700,000 in expenses this coming fiscal year and in future years.

Previously mentioned retirement and employee benefits are a looming consideration. The City has transparently reported retirement costs, including them in budget discussions, audits, online reports and public presentations. In the upcoming CAFR, the City's unfunded pension liability will be reported more prominently due to implementation of Government Accounting Standards Board (GASB) 68.

Looking Beyond FY 2015-16

The City has made significant changes in its overall compensation, retirement and healthcare structure. The organization is 20% leaner than it was five years ago. We have aggressively sought federal, state, local and private funding for projects to support our parks, Library, police, fire, water and community development needs. We will continue seeking alternative means by which to accomplish the infrastructure projects facing the City.

Despite the efforts to secure additional funds, the \$16 million needed annually to repave residential streets is simply not within the City's means. Add that to the as-yet uncalculated projects in the forthcoming Parks Master Plan and the fact that most City facilities are sixty years old, and we are faced with a major capital improvement workload. The sheer scope and magnitude of infrastructure funding needs is not unique to



City Manager's Transmittal Letter

Downey; both the state and federal legislatures have been debating how to address the nation's ageing infrastructure and there is some consideration being given to updating the federal transportation funding and state vehicle registration fees to assist local governments in maintaining roadways. However, these will not be enough; additional revenue will be necessary to address these projects.

Near-term and medium-term budgetary challenges include the provision of public safety services to *The Promenade at Downey*, concerns over maintenance of residential roads, the funding of parks and overall infrastructure upkeep. The City receives Prop A and Prop C funds, which could be used to undertake some of the local roadway projects, but it requires sensitivity and balance with the competing interests of providing the current fixed route (Downey LINK) system and Dial-a-Ride services. In early June 2015, the Council held a workshop to discuss these important services and the upcoming budget includes small changes to transportation systems in order to more efficiently serve the public.



Like all cities in the Los Angeles and San Gabriel Rivers watersheds, the City of Downey faces unfunded mandates under the federal Clean Water Act and State Water Resources Control Board to implement multi-million dollar treatment and prevention projects. The County has proffered the idea of both a sales tax extension of Measure R for transit and transportation projects and a parcel tax for stormwater projects. Both could be on the ballot as soon as June 2016. As currently proposed, these revenue streams will only partially address the infrastructure needs the City faces. Finally, as mentioned previously, despite the fact that the City government's role is to provide basic services (police, fire, library, local streets, etc.) through personnel and contracts. But pension and retirement healthcare liabilities will continue to challenge the City financially, despite the implementation of second-tier retirement plans, and these lower plans make recruiting seasoned mid-level executives even more challenging.

Conclusion

We look forward to a continued gradual recovery from the Great Recession, noting that several major retail and commercial developments will be on-line soon, new homes will be on the market, and the job market continues to improve. Notably, leading industries such as healthcare and construction are well represented among Downey residents, and thus the LAEDC and UCLA Anderson reports that forecast growth in these employment sectors spell good news for our community's employment prospects.

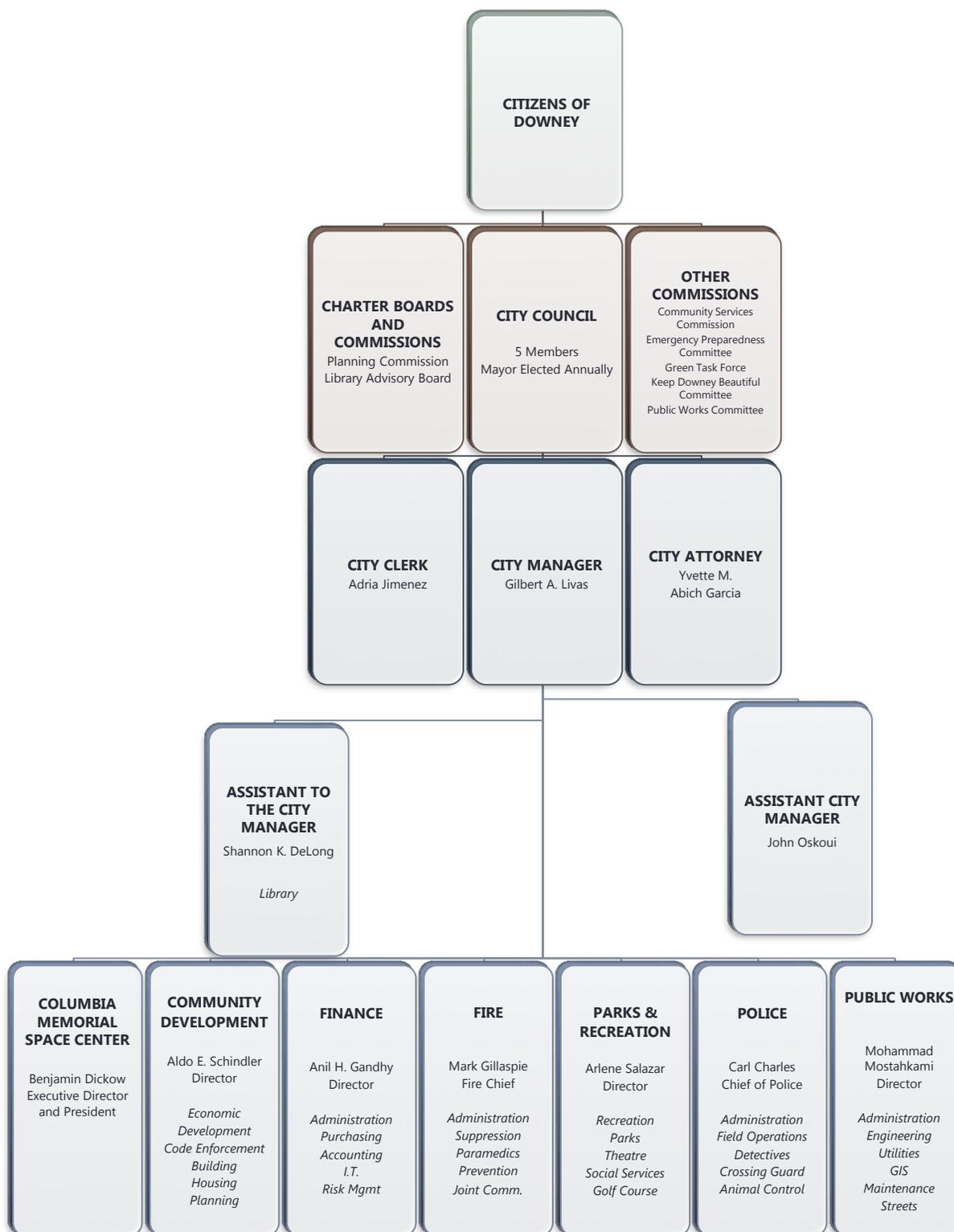
Respectfully Submitted,

CITY OF DOWNEY

Gilbert A. Livas
City Manager

Organizational Chart

FY 2015-2016



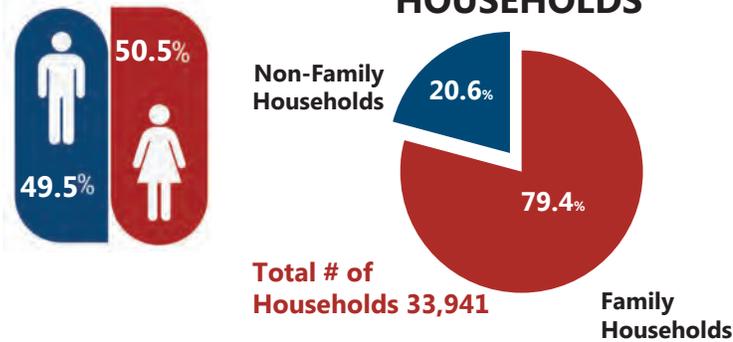
Commissions and Committees

Title	Chairperson
Downey Public Facility Financing Corp	Carlos Galvan Jr.
Emergency Preparedness	Roy Beard
Green Task Force	Ricardo Perez
Handicapped Accommodation Appeals Board	Vacant
Keep Downey Beautiful	Chuck Frey
Library Advisory Board	Betty Monroy
Planning Commission	Hector Lujan
Public Works Committee	Joan Frey
Recreation and Community Services Commission	James Veloff
Water Facilities Corporation	Vacant

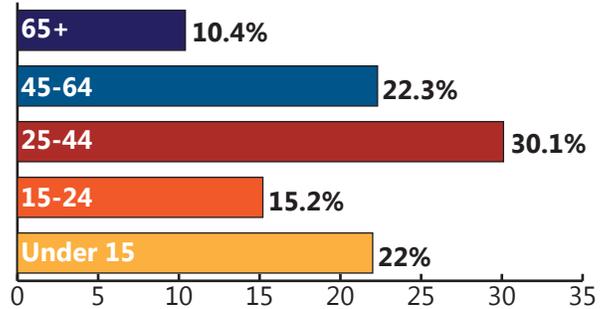
DOWNEY POPULATION 113,363

Median Age 34.3 years

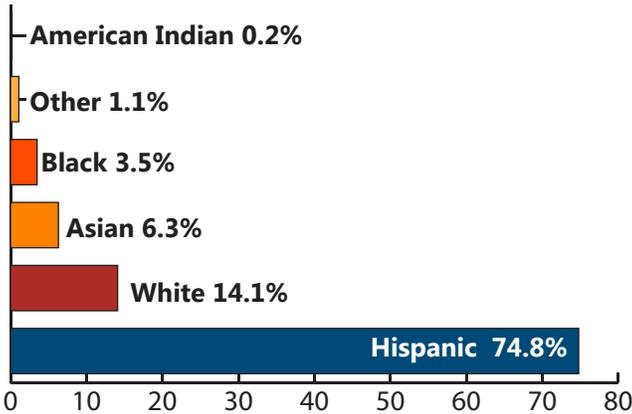
TYPE OF HOUSEHOLDS



AGE DISTRIBUTION



BY ETHNICITY



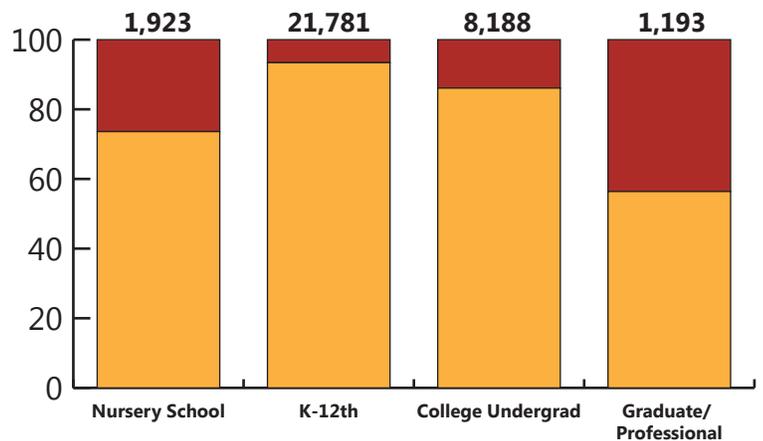
2010 Census data was used when possible. When the 2010 Census data was not available, the data used is from the American Community Survey (ACS) 5 Year estimates from 2009-14.

EDUCATION

SCHOOLS IN DOWNEY

- 13 Public Elementary Schools
- 4 Public Middle Schools
- 3 Public High Schools
- 4 WASC - Accredited Private Elementary/ Secondary Schools

POPULATION 3+ Years enrolled in school: 33,085



COMMUNITY ENGAGEMENT

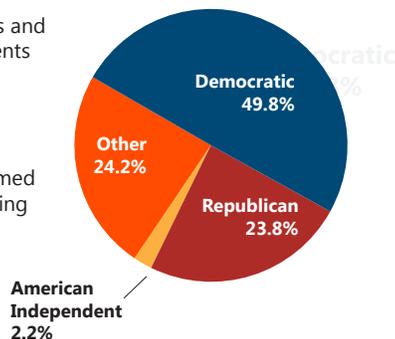
REGISTERED VOTERS

City of Downey has 55,520 registered voters

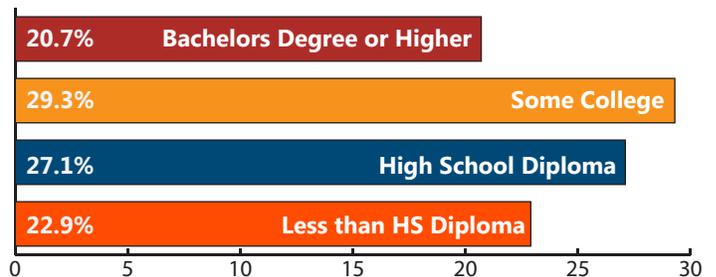
Downey has approximately 150 Neighborhood Watch Groups

Public Meeting Agendas and agenda-related documents are available online at www.downeyca.org

Videos of City Council Meetings are also streamed live the day of the meeting or available for viewing afterwards at www.downeyca.org



EDUCATIONAL ATTAINMENT



Population over 25 years of age: 70,454

Sources: Downey Unified School District/ California Department of Education, WASC

Community Profile

TRANSIT & THE ENVIRONMENT

Downey residents and businesses divert an estimated 40,000 tons of recyclables away from landfills every year.

On average 13% of full time City of Downey employees participate in ride sharing programs or commute using low emission vehicles and 4% use non-vehicle transportation such as walking, biking or public transportation.

Keep Downey Beautiful program; 14 city-wide public clean-up events, 4 smart gardening / composting workshops, and 3 hazardous waste and electronic disposal round-ups per year.

Farmer's Market that promotes local organic farms and goods.

Christmas tree recycling program

OTHER AMENITIES

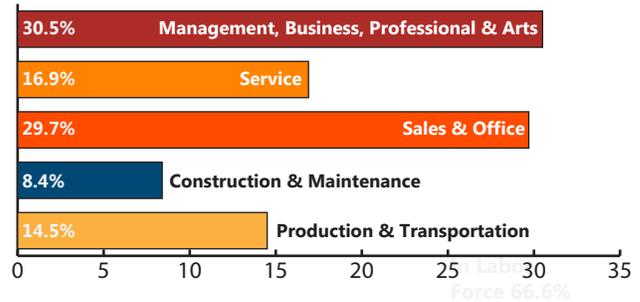
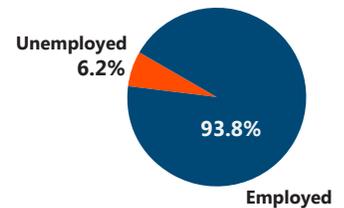
- One (1) Public Library
- Three (3) Hospitals
- One (1) public swimming pool open during the summer only
- Four (4) summer camps
- Three (3) walking trails
- One (1) skateboard park
- 12 parks: 112.05 acres
- One (1) off-leash dog park
- 12 tennis courts, 10 play grounds, 4 soccer fields, 4 outdoor sand volleyball courts, 5.5 outdoor basketball courts, 2 handball courts, 10 ball diamonds, 9 picnic shelters, 3 activity rooms (all shelters and activity rooms are for public use and reservable)
- One (1) gymnasium; indoor basketball and volleyball courts
- One (1) community and senior center facility that provides activities, meals and social services
- ASPIRE after school educational program at 3 middle and 9 elementary school sites
- Two (2) golf courses (1 city operated & 1 county operated)
- Two (2) public ponds
- Two (2) access points to bike route trail heads
- One (1) civic theatre
- One (1) Space Science Museum / Learning Center
- Dial-A-Ride program for seniors and persons with disabilities
- Fixed route transit system
- One (1) cemetery
- One (1) bocce ball court
- 20+ community events a year; Tour De Downey bike event, Kidsday, TLC 5K, Hall of Fame, Concerts in the Park, Easter Extravaganza, Street Fair, Arc Walk, Dia De Los Muertos, International Food Festival, Pumpkin Patch & much more.

City of Downey

EMPLOYMENT, ECONOMY & HOUSING

EMPLOYMENT

Median Household Income
\$56,675



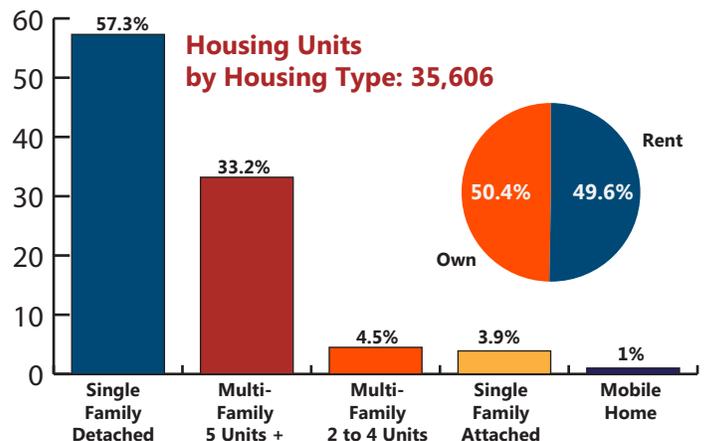
LARGEST EMPLOYERS

Employer	Number of Employees	Percent of Total Employment
Kaiser Permanente	4,500	8.2%
Downey Unified School District*	2,450	4.5%
Stonewood Shopping Center	1,765	3.2%
County of Los Angeles Office of Education*	1,685	3.1%
Rancho Los Amigos Medical Center	1,410	2.6%
PIH Health*	1,100	2.0%
City of Downey*	833	1.5%
Coca Cola Bottling Company	800	1.5%
County of Los Angeles Internal Service Department	712	1.3%
Lakewood Health Center	314	0.6%

Source: Verified by the City of Downey Community Development and all other information is from the 2014 Comprehensive Annual Financial Report

HOUSING

Median Existing Home Sales Price: **\$421,000**



Source: Southern California Association of Governments' (SCAG) Regional Council City Profile 2014

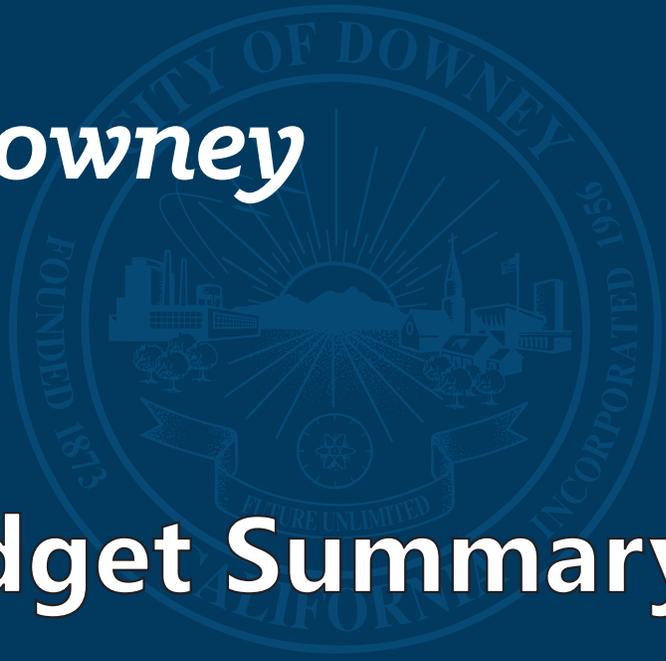


City of Downey





City of Downey



Budget Summary

Budget Introduction & Overview
Summary of Resources & Requirements by Fund
Overall Fiscal Year Budget
Authorized Summary of Full Time Staff



Budget Introduction & Overview

The operating budget of the City of Downey includes city-wide information and fund-specific information in addition to department-by-department information. Each fund in the budget is a separate operation of the City, designed to capture the costs of implementing specific goals and objectives. Although the different funds are interrelated, each fund has its own budget with its own expenditures and revenues. Each of these funds are described in more detail below. Their budgets are in the "Budget Summary" tab which follows this section. The use of Fund Accounting is one of the basic requirements of generally accepted accounting principles (GAAP) for government and one of the differences between government and commercial accounting. It requires separate record keeping for each individual fund that a government uses.

General Fund

The City's General Fund accounts for all general revenues of the City, such as property tax, sales tax, transient occupancy and utility user taxes. These funds are allocated by the City Council for citywide services such as fire, police, public works, community development, parks & recreation, library and administrative services.

Proprietary Funds

Enterprise Funds – Enterprise Funds are used to account for two kinds of operations. One is an operation run in a manner similar to private business enterprises, where costs and expenses are financed or recovered primarily through user charges. The other type of Enterprise Fund is one in which the City has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. The City operates the Water Utility and Golf Course enterprise funds.

Water Utility Funds – Water Utility Fund was established to provide water services to the residents of the City. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations, capital improvements, maintenance, and billing and collection.

Golf Course Fund – The Golf Course Fund is used to account for all revenues and expenses related to the City operated golf course, driving range and club house.

Internal Service Funds – The Internal Service Funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City on a cost-reimbursement basis.

Equipment Replacement Fund – The Equipment Replacement Fund was established to finance and account for the replacement of equipment used by City departments on a cost reimbursement basis.

Budget Introduction & Overview

Special Revenue and Grant Funds

The City has a number of special revenue funds that account for revenues that are designed for specific purposes. Hence, these revenues are restricted and may not be expended for any general government purpose. These funds include grants; federal funds such as HOME and Community Development Block Grants (CDBG); gas tax, air quality and waste reduction funds from the State; special assessments such as street lighting and sewer and storm drain funds; and the Columbia Memorial Space Science Learning Center Fund.

Grants Fund - This fund accounts for revenues and expenditures of various grants the City receives which are restricted for a specific grant purpose.

Proposition "A" Fund - This revenue is derived from a voter approved increase of a ½ cent on sales tax within the County of Los Angeles. These funds are used to support the City's Transit Program. The Transit Program provides Dial-A-Ride, shared curb-to-curb services for senior citizens 65 years and older and/or those that are disabled. The City also provides DowneyLink which is a fixed route bus service that offers four routes.

Proposition "C" Fund - This revenue is derived from a voter approved increase of a ½ cent on sales tax within the County of Los Angeles. The expenditures for this fund must be related to transit programs, which may include street improvement projects.

Measure "R" Fund - This revenue is derived from a voter approved funds to meet the transportation needs of the County of Los Angeles. The expenditures for this fund must be related to transportation projects and programs. Such as giveaway repairs, traffic signal synchronization and pedestrian walk ways and paths.

Gas Tax Fund - Street and Highway Code sections 2106, 2107 and 2107.5 provide apportionment of certain monies from the State Highway Fund between the cities and counties; the City shares in proportion to its population. These funds must be used exclusively for the purposes of extensive maintenance, right-of-way, or construction of streets that are major thoroughfares or collector streets.

Air Quality Improvement Fund - Assembly Bill 2766 authorized a fee on motor vehicle registrations to fund programs to reduce mobile source air pollution. The South Coast Air Quality Management District (AQMD) administers the program, which distributes forty cents of every dollar collected to cities based on population. Additional grant funds may also be available from AQMD.

Waste Reduction Fund – This fund is used to account for funds collected pursuant to AB 939 and used to pay for recycling and other waste reduction programs. Under this program, the City must reduce the amount of trash that is hauled to sanitation by 50%.

Street Lighting Fund – This fund is used to account for the property taxes and assessments levied on real property located within the City's Street Lighting District. The revenues in this fund are used to pay for the electric and other costs associated with the street lights, traffic signals and street trees.

Sewer and Storm Drain Fund – This fund is used to account for charges collected for the upkeep of sanitary sewers and federally required drainage upkeep programs.

Budget Introduction & Overview

CATV Public Access Fund - This fund is used to account for revenues received from the City's cable TV franchise company pursuant to the franchise agreements.

CDBG Fund – The CDBG fund is required by federal regulations to account for the use of grant funds received from the federal government. Other revenues in this fund are reimbursements of loans to beneficiaries of a particular housing program or the sale of real property in the furtherance of block grant programs. All such other revenue are “program income” and are considered to be federal revenues.

Columbia Memorial Space Learning Center Foundation Fund – This fund is used to account for the construction and implementation of educational programs for the Columbia Memorial Space Center.

Housing Authority Special Revenue Fund – This fund is used to account for revenues generated by housing assets received from former redevelopment agency and associated expenditures to be used for increasing or improving low and moderate income housing.

HOME Special Revenue Fund – This fund is used to account for the operations of the HOME Investment Partnership Program. Major sources of revenues are repayments received on rehab loans.

Department and Enterprise Fund Information

The budget document includes the following information for each department:

- Department Overview including organizational chart, graphs and charts summarizing expenditures per division within the department and a brief department description
- Accomplishments describe the Prior Fiscal Year accomplishments and performance indicators organized according to the established City Council priorities
- FY 2015-16 Department and Council Goals and Objectives organized according to established Council priorities
- Department budget summary charts and graphs by type of expenditure, by division and by fund
- Division Budget Summary charts outlining expenditures for personnel, operations, contract services and indirect costs
- Division Sections with division organizational charts, summary of full time positions, narrative description of the division purpose, division performance measures, budget narrative, budget summary and detail regarding contractual and professional expenditures

Budgetary Basis

The budgeting (accounting and reporting) policies of the City conform to Generally Accepted Accounting Principles (GAAP) applicable to state and local governments. These principles include standards prescribed by the Governmental Accounting Standards Board (GASB) which includes the statements and interpretations of the National Council on Governmental Accounting and the principles prescribed by the

Budget Introduction & Overview

American Institute of Certified Public Accountants in the publication entitled Audits of State and Local Governments. The budget differs from the annual financial reports issued by the City in two ways: The budget does not show depreciation expense, and it does not show the value of employee leave balances, in keeping with traditional municipal budgetary conventions. These expenses are, however, reported in the Comprehensive Annual Financial Report (CAFR).

Fund Structure and Accounting Basis

Downey’s accounting systems are organized on a fund basis. Each fund is organized and accounts for segregated resources to carry out specific activities or attain certain objectives in accordance with regulations and limitations. A fund is a fiscal and accounting entity with a self-balancing set of accounts recording assets, liabilities, fund equity, revenues and expenditures.

The basis of accounting refers to the timing when revenues and expenditures are reported in financial statements. There are three broad categories of governmental funds: Governmental, Proprietary, and Other. The following describes the City of Downey’s basis for accounting for each of the funds, which is the same basis used for the City’s annual financial reports (CAFR).

Governmental Funds: In Downey, governmental funds are General, Special Revenue & Grants, Capital Improvement and Debt Service. For these funds, Downey uses the modified accrual basis of accounting; under this method revenues are recognized when they become both measurable and available. Expenditures are generally recognized when they are incurred except for long-term debts.

Proprietary Funds: Proprietary funds, which in Downey consists of Enterprise Funds, are funds that account for the City’s business-type activities. Proprietary funds are reported the full accrual basis of accounting, wherein revenues are recorded when earned and expenses are recorded at the time the liability is incurred.

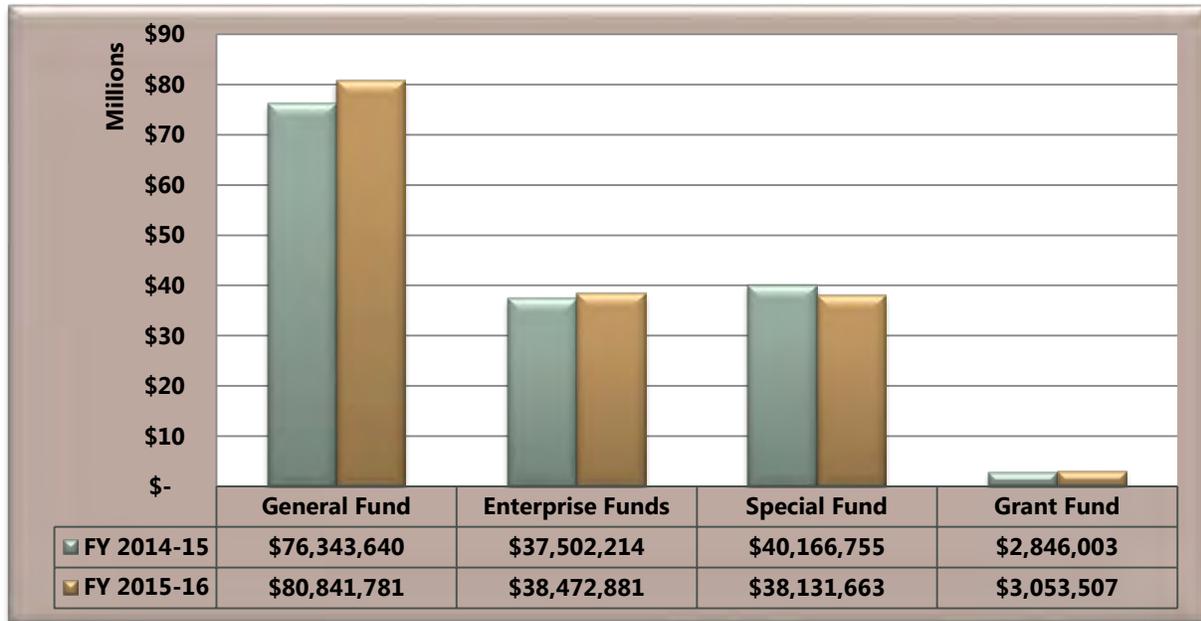
Other Funds: these are other funds, such as Internal Service and Fiduciary Funds. Internal Service Funds account for activities provided within the City such as liability insurance, equipment replacement, employee benefits and facility rental. Internal Service Funds use a modified accrual basis. Fiduciary funds are private trust and agency funds. These funds have no measurement focus and use accrual basis to record assets and liabilities. The City budget process does not include fiduciary funds.

The City of Downey’s different funds are interrelated. The relationship between each fund and the functions of the City is summarized in the table below.

Classification	Fund Type	Budget Appropriation	Funds	Administration	Community Development	Finance	Fire	Parks & Recreation	Police	Public Works
Major	Governmental	Annual	General and Reserve Funds	✓	✓	✓	✓	✓	✓	✓
Major	Governmental	Annual	Special Revenue and Capital Funds	✓				✓		✓
Non Major	Special Revenue	Annual	Grant Funds				✓	✓	✓	✓
Business Type	Proprietary	Annual	Enterprise Funds	✓		✓		✓		✓
Major	Special Revenue	Annual	Successor Agencies		✓					
Business Type	Proprietary	Annual	Internal Service Funds				✓	✓	✓	✓

Budget Introduction & Overview

For the coming fiscal year, General, Enterprise and Grant funds are all slightly increased, with a slight decrease in Special funds due to the expiration of the Federal SAFR grant, which funded the fire engine.



The following pages provide the overall summary of resources and requirements by fund for the Fiscal Year 2015-16, and then a more detailed picture of the overall budget by category, then by department expenditure, by type and by fund.

Summary of Resources and Requirements by Fund

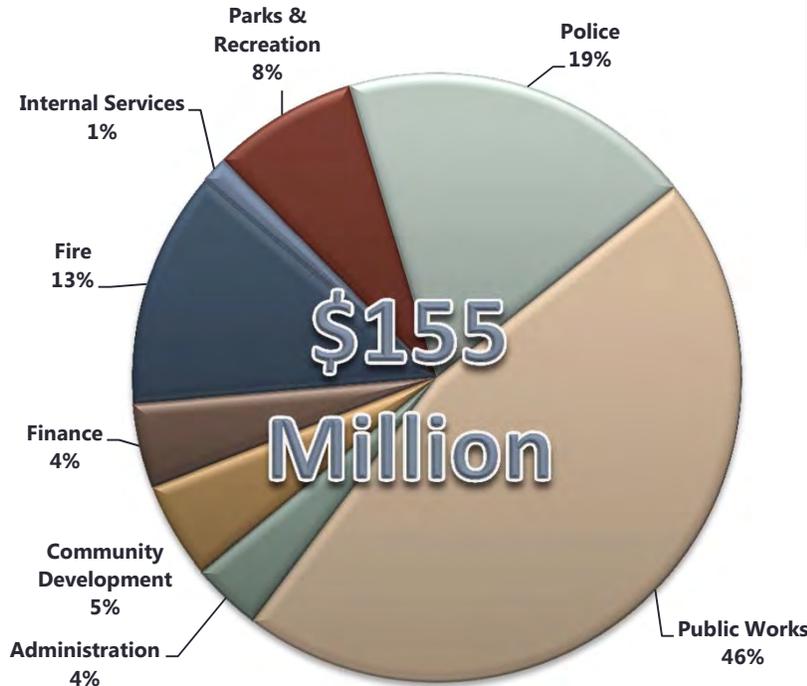
Fund	Estimated Beginning Fund Balance July 1, 2015	Estimated Revenues	Transfers From Other Funds	Total Resources Available
General and Reserve Funds				
General Fund	\$ 32,122,128	\$ 73,421,793	\$ 2,398,185	\$ 107,942,106
Employee Benefit Fund	8,128,708	-	-	8,128,708
Civic Center	508,450	1,150,000	-	1,658,450
Central Stores	-	-	-	-
Liability Insurance	3,395,290	1,250,000	-	4,645,290
Sub Total	\$ 44,154,576	\$ 75,821,793	\$ 2,398,185	\$ 122,374,554
Special Revenue and Capital Funds				
Waste Management	\$ 495,535	\$ 440,000	\$ -	\$ 935,535
Air Quality	671,638	137,000	-	808,638
Street Lighting	1,195,000	1,353,000	-	2,548,000
TDA Article III	-	115,000	-	115,000
Gas Tax	1,280,928	22,403,851	-	23,684,779
Sewer & Storm Drain	2,100,716	1,557,500	1,165,261	4,823,477
Capital Projects	1,836,495	-	2,476,800	4,313,295
Firestone	-	-	-	-
Asset Forfeiture	700,000	750,000	-	1,450,000
Public Access	505,914	110,000	-	615,914
Learning Center	36,269	153,100	858,279	1,047,648
Sub Total	\$ 8,822,495	\$ 27,019,451	\$ 4,500,340	\$ 40,342,286
Grant Funds				
Federal Fire Grants		\$ -	\$ 1,240,419	\$ 1,240,419
CDBG		952,152	-	952,152
Federal Home Program	295,195	506,622	-	801,817
Sub Total	\$ 295,195	\$ 1,458,774	\$ 1,240,419	\$ 2,994,388
Enterprise Funds				
Water Fund	\$ 6,930,967	\$ 17,775,800	\$ -	\$ 24,706,767
Golf Course Fund	(325,363)	2,871,100	200,000	2,745,737
Transit - "PROP. A"	(258,907)	2,196,131	1,109,500	3,046,724
Transit - "PROP. C"	480,396	3,304,219	-	3,784,615
Transit - "MEAS. R"	2,443,784	1,282,430	-	3,726,214
Sub Total	\$ 9,270,877	\$ 27,429,680	\$ 1,309,500	\$ 38,010,057
Successor Agencies				
Red. Oblig. Retirement		\$ 744,669	\$ -	\$ 744,669
Housing		85,250	-	85,250
CRA Debt Service		634,419	-	634,419
Sub Total	-	1,464,338	-	1,464,338
TOTAL CITY BUDGET	\$ 62,543,143	\$ 133,194,036	\$ 9,448,444	\$ 205,185,623
Internal Service Funds				
Equipment Fund	\$ 646,741	\$ 2,499,900	\$ -	\$ 3,146,641
Total Internal Service Funds	646,741	2,499,900	-	3,146,641
GRAND TOTAL	\$ 63,189,884	\$ 135,693,936	\$ 9,448,444	\$ 208,332,264

Operating Expenditures	Equipment	Capital Projects	Transfers To Other Funds	Total Requirements	Projected Ending Fund Balance June 30, 2016	
General and Reserve Funds						
\$ 73,389,246	\$ -	\$ -	\$ 4,905,509	\$ 78,294,755	\$ 29,647,351	General Fund
-	-	-	-	-	8,128,708	Employee Benefit Fund
1,297,787	-	-	-	1,297,787	360,663	Civic Center
-	-	-	-	-	-	Central Stores
1,249,239	-	-	-	1,249,239	3,396,051	Liability Insurance
\$ 75,936,272	\$ -	\$ -	\$ 4,905,509	\$ 80,841,781	\$ 41,532,773	SUB TOTAL
Special Revenue and Capital Funds						
\$ 638,754	\$ -	\$ -	\$ -	\$ 638,754	\$ 296,781	Waste Management
119,384	-	40,000	-	159,384	649,254	Air Quality
1,829,316	-	200,000	-	2,029,316	518,684	Street Lighting
-	-	70,000	-	70,000	45,000	TDA Article III
-	-	22,081,259	2,037,966	24,119,225	(434,446)	Gas Tax
2,183,431	-	2,260,000	-	4,443,431	380,046	Sewer & Storm Drain
-	-	4,215,900	-	4,215,900	97,395	Capital Projects
-	-	-	-	-	-	Firestone
1,444,274	-	-	-	1,444,274	5,726	Asset Forfeiture
-	-	-	-	-	615,914	Public Access
1,011,379	-	-	-	1,011,379	36,269	Learning Center
\$ 7,226,538	\$ -	\$ 28,867,159	\$ 2,037,966	\$ 38,131,663	\$ 2,210,623	SUB TOTAL
Grant Funds						
\$ 1,240,419	\$ -	\$ -	\$ -	\$ 1,240,419	\$ -	Federal Fire Grants
1,092,629	-	-	206,469	1,299,098	(346,946)	CDBG
513,990	-	-	-	513,990	287,827	Federal Home Program
\$ 2,847,038	\$ -	\$ -	\$ 206,469	\$ 3,053,507	\$ (59,119)	SUB TOTAL
Enterprise Funds						
\$ 13,861,942	\$ -	\$ 9,340,000	\$ 1,189,000	\$ 24,390,942	\$ 315,825	Water Fund
3,067,774	-	-	-	3,067,774	(322,037)	Golf Course Fund
3,275,641	-	-	-	3,275,641	(228,917)	Transit - "PROP. A"
25,008	-	3,475,000	335,000	3,835,008	(50,393)	Transit - "PROP. C"
20,006	-	3,109,000	774,510	3,903,516	(177,302)	Transit - "MEAS. R"
\$ 20,250,371	\$ -	\$ 15,924,000	\$ 2,298,510	\$ 38,472,881	\$ (462,824)	SUB TOTAL
Successor Agencies						
\$ 744,669	\$ -	\$ -	\$ -	\$ 744,669	\$ -	Red. Oblig. Retirement
85,250	-	-	-	85,250	-	Housing
634,419	-	-	-	634,419	-	CRA Debt Service
1,464,338	-	-	-	1,464,338	-	SUB TOTAL
\$ 107,724,557	\$ -	\$ 44,791,159	\$ 9,448,454	\$ 161,964,170	\$ 43,221,453	Total City Budget
Internal Service Funds						
\$ 2,349,052	\$ -	\$ -	\$ -	\$ 2,349,052	\$ 797,589	Equipment Fund
2,349,052	-	-	-	2,349,052	797,589	TOTAL INTERNAL SVC FUNDS
\$ 110,073,609	\$ -	\$ 44,791,159	\$ 9,448,454	\$ 164,313,222	\$ 44,019,042	GRAND TOTAL

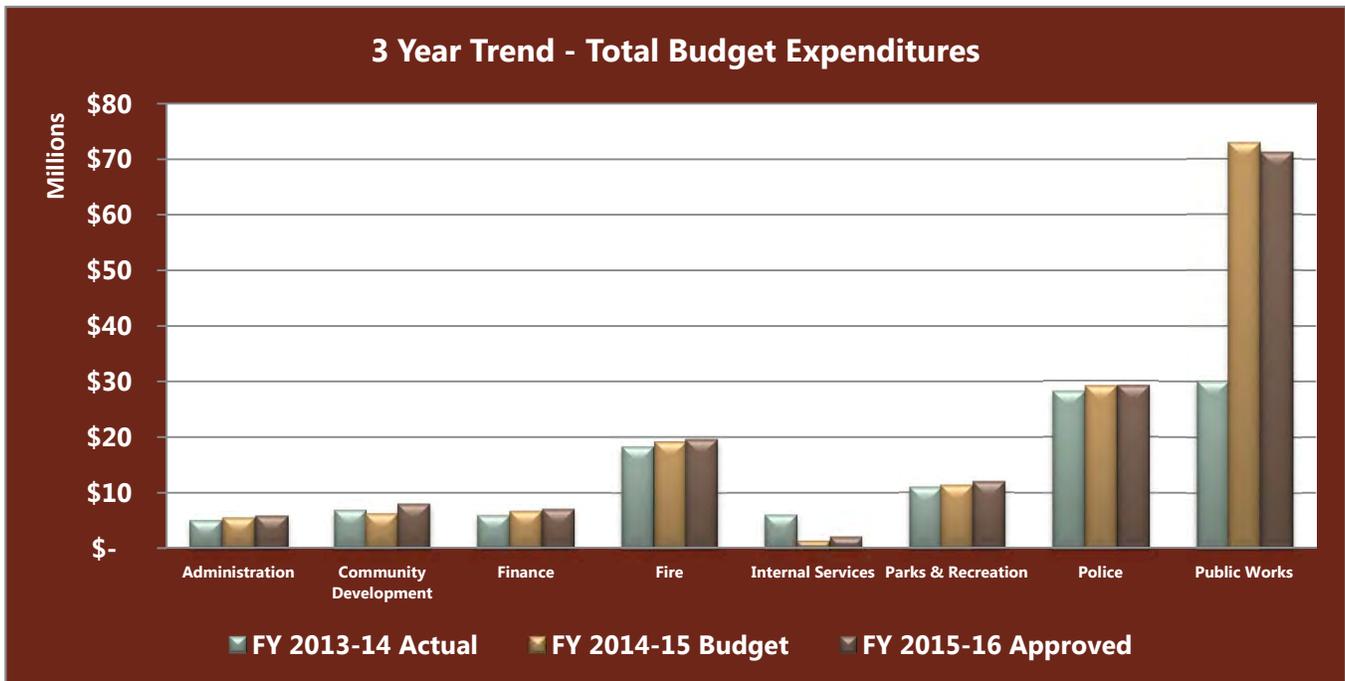
Budget Summary

Overall Fiscal Year Budget 2015-2016

Total Budget Expenditures by Department (Excludes Transfers Out)



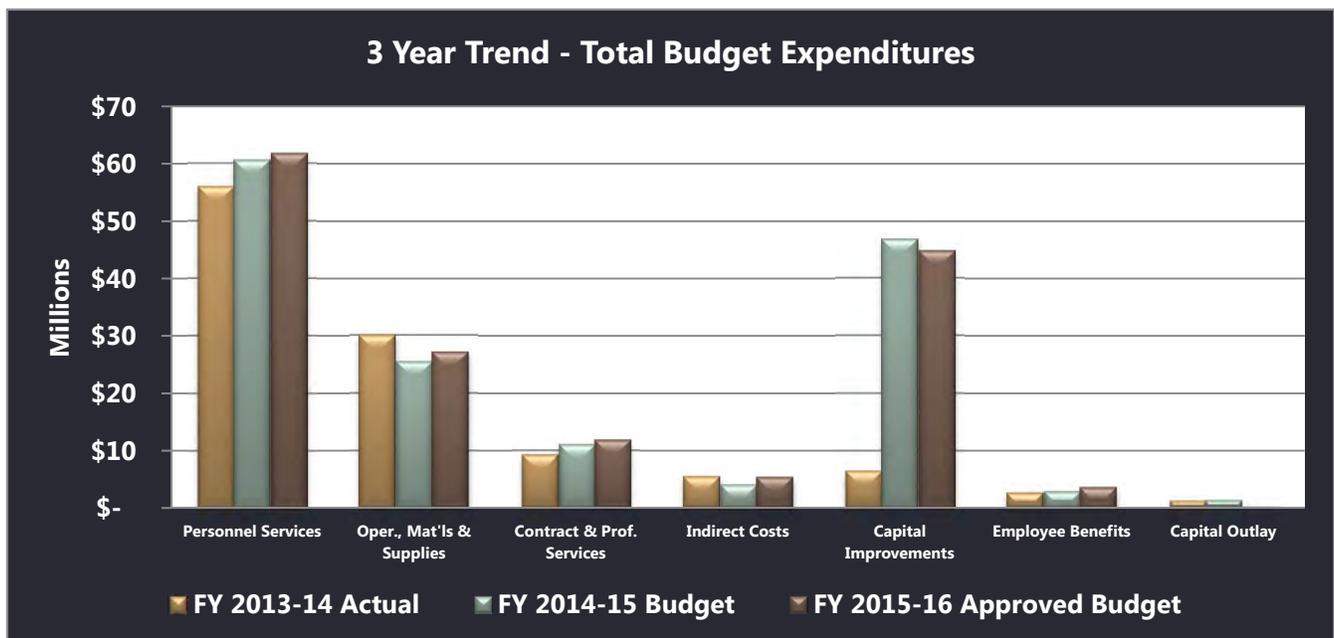
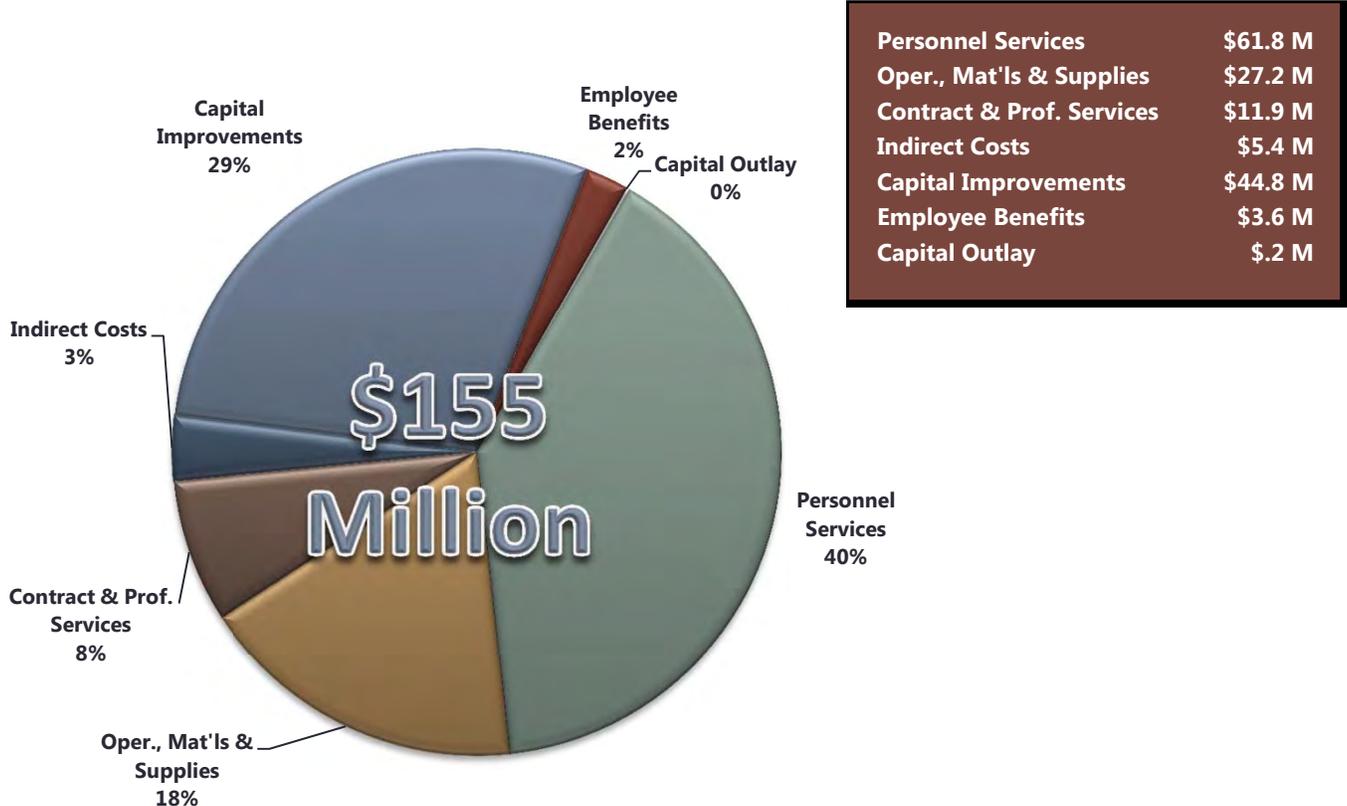
Administration	\$5.7 M
Community Development	\$8.0 M
Finance	\$7.0 M
Fire	\$19.6 M
Internal Services	\$2.2 M
Parks & Recreation	\$11.9 M
Police	\$29.2 M
Public Works	\$71.3 M



Budget Summary

Overall Fiscal Year Budget 2015-2016

Total Budget Expenditures by Category (Excludes Transfers Out)



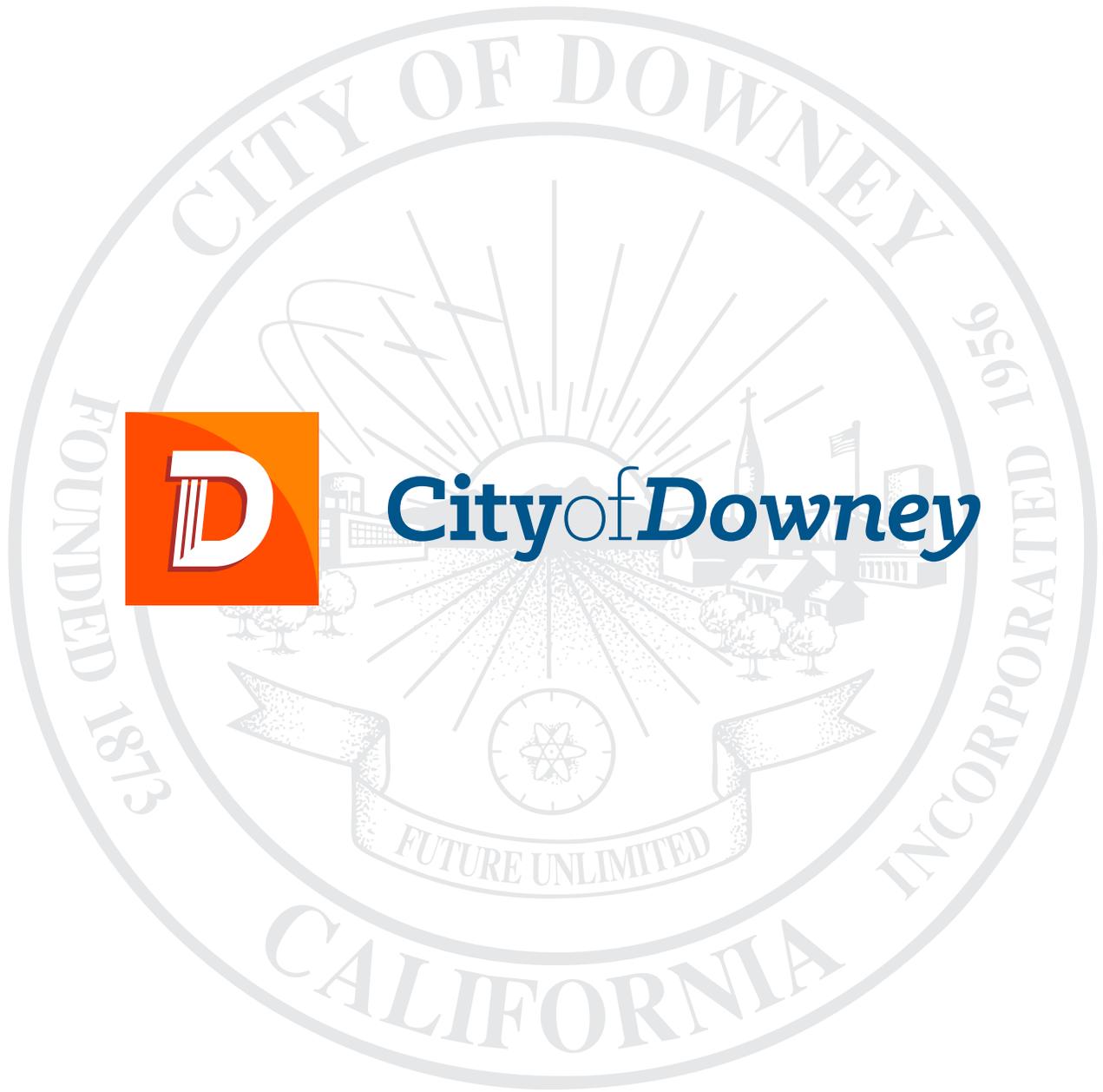
Budget Summary

Overall Fiscal Year Budget 2015-2016

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
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By Type					
Personnel Services	\$ 56,876,441	\$ 56,048,259	\$ 60,644,845	\$ 53,592,449	\$ 61,830,131
Operation Materials & Supplies	27,512,373	30,107,959	25,489,295	20,585,390	27,182,677
Contract & Professional Services	6,943,392	9,308,168	11,083,670	8,237,966	11,865,208
Indirect Costs	4,529,669	5,504,362	4,103,207	3,263,263	5,424,900
Capital Improvement	5,409,517	6,515,326	46,800,570	15,144,767	44,777,559
Employee Benefits	30,304,340	2,666,859	2,881,754	2,254,437	3,573,893
Capital Outlay	831,301	1,276,749	1,292,225	1,641,656	210,400
Total by Type	\$ 132,407,034	\$ 111,427,682	\$ 152,295,566	\$ 104,719,928	\$ 154,864,768

By Department					
Administration	\$ 4,727,851	\$ 4,961,330	\$ 5,402,718	\$ 4,710,636	\$ 5,748,479
Community Development	8,488,589	6,844,847	6,226,982	5,252,620	7,951,844
Finance	33,294,419	5,868,138	6,610,945	5,760,621	6,971,461
Fire	17,131,779	18,320,645	19,203,826	16,363,305	19,605,070
Internal Services	3,378,891	6,059,094	1,397,791	2,275,931	2,156,239
Parks & Recreation	10,387,010	10,956,829	11,298,050	9,576,089	11,926,794
Police	29,000,028	28,198,154	29,183,385	26,490,015	29,239,809
Public Works	25,998,468	30,153,549	72,971,869	34,290,710	71,265,072
Total by Department	\$ 132,407,034	\$ 111,362,585	\$ 152,295,566	\$ 104,719,928	\$ 154,864,768



Budget Summary

Overall Fiscal Year Budget 2015-2016

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
By Fund					
10-General Fund	\$ 64,822,116	\$ 64,535,766	\$ 70,668,229	\$ 61,324,637	\$ 73,389,246
11-Federal Police Grant	43,885	129,936	-	34,547	-
14-Federal Fire Grant	244,425	990,739	1,103,530	1,067,900	1,240,419
16-Columbia Space Center Foundatic	-	1,780	-	-	-
20-Waste Management	489,804	477,315	581,436	512,173	638,754
22-Air Quality	138,094	115,024	117,726	107,869	159,384
23-Street Lighting	1,722,880	1,908,949	1,818,887	1,337,576	2,029,316
24-Learning Center	696,180	668,631	918,334	723,042	1,011,379
25-TDA Article III	165,350	107,322	114,715	43,394	70,000
26-Gas Tax	2,460,998	4,915,352	22,888,464	5,619,809	22,081,259
28-CDBG	1,335,731	742,939	1,126,033	835,020	1,092,629
29-HOME	615,785	277,153	408,225	119,497	513,990
36-Firestone	285,266	569,061	1,813,798	2,037,768	-
40-Capital Projects	1,030,025	909,175	4,506,590	2,404,227	4,215,900
51-Water Fund	9,701,044	11,826,818	21,729,603	12,156,628	23,201,942
52-Golf Course Fund	2,773,839	3,057,848	3,261,687	2,358,360	3,067,774
54-Transit "Prop C"	878,702	67,716	2,990,208	2,034,601	3,500,008
55-Transit "Prop A"	2,886,611	3,090,612	3,200,479	2,340,848	3,275,641
56-Transit "Prop B"	137,537	22,523	3,422,157	734,569	3,129,006
61-Employee Benefit	28,525,026	2,635,793	-	1,214,647	-
62-Equipment Fund	3,623,551	3,948,837	1,564,614	2,487,132	2,349,052
65-Civic Center	1,038,310	1,104,626	1,161,762	1,139,228	1,297,787
72-Sewer & Storm Drain	1,445,868	1,772,288	4,465,802	1,298,668	4,443,431
76-Liability Insurance	2,014,410	4,106,543	1,232,195	806,728	1,249,239
78-Asset Forfeiture	2,068,539	1,292,770	2,322,407	1,307,159	1,444,274
83-Successor Agency	2,347,121	-	-	-	-
84-Successor Agency	44,350	19,442	40,250	13,460	85,250
91-Successor Agency	-	268,057	203,000	25,006	744,669
93-Successor Agency	871,586	1,799,571	635,435	635,434	634,419
Total by Fund	\$ 132,407,034	\$ 111,362,585	\$ 152,295,566	\$ 104,719,928	\$ 154,864,768

Budget Summary

Overall Fiscal Year Budget 2015-2016

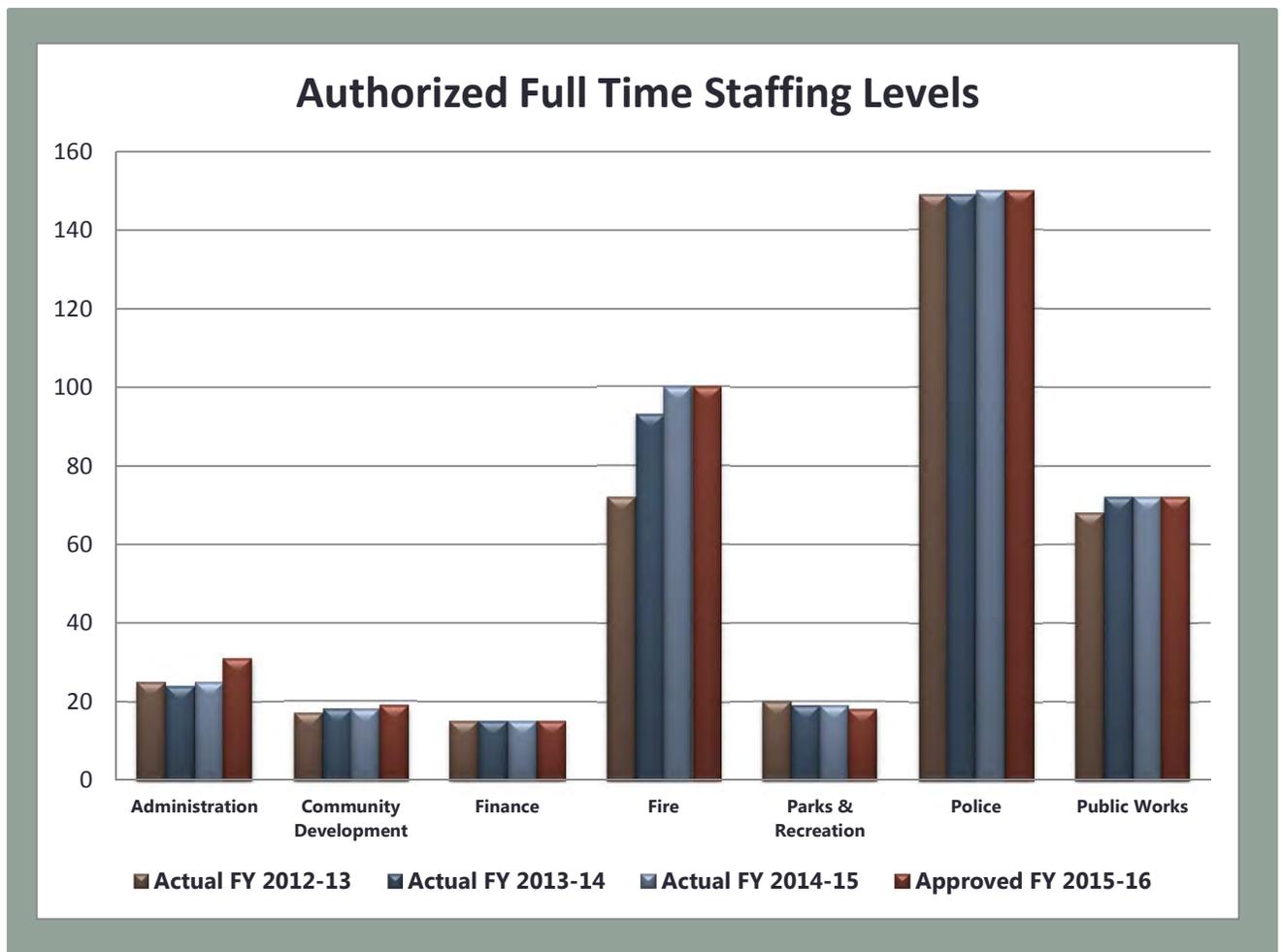
Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Transfers Out - Operations, Materials & Supplies					
10-General Fund	3,077,545	4,035,839	4,125,919	862,519	4,905,509
20-Waste Management	20,000	-	-	-	-
22-Air Quality	-	2,412	-	-	-
26-Gas Tax	1,564,978	1,592,585	2,079,035	1,905,783	2,037,966
28-CDBG	71,780	78,221	208,215	-	206,469
51-Water Fund	710,380	924,038	1,235,000	1,132,076	1,189,000
52-Golf Course Fund	378,000	386,766	542,176	496,991	-
54-Transit "Prop C"	387,185	-	1,120,904	1,027,499	335,000
56-Transit "Prop B"	654,643	-	-	-	774,510
79-Successor Agency	-	1,637,144	-	-	-
80-Successor Agency	-	1,051,097	-	-	-
81-Successor Agency	724,456	2,651,967	635,435	-	-
87-Successor Agency	-	971,308	-	-	-
91-Successor Agency	-	2,224,972	-	1,451,817	-
93-Successor Agency	-	1,398,917	-	-	-
Total by Fund	\$ 7,588,965	\$ 16,955,266	\$ 9,946,684	\$ 6,876,685	\$ 9,448,454
Total Fiscal Year Budget	\$ 139,995,999	\$ 128,317,852	\$ 162,242,250	\$ 111,596,613	\$ 164,313,222

Authorized Full Time Staffing Levels

Positions	Actual FY 2012-2013	Actual FY 2013-2014	Actual FY 2014-2015	Approved FY 2015-2016
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Summary by Department

Administration	25	24	25	31
Community Development	17	18	18	19
Finance	15	15	15	15
Fire	72	93	100	100
Parks & Recreation	20	19	19	18
Police	149	149	150	150
Public Works	68	72	72	72
Total Authorized Positions	366	390	399	405



Authorized Full Time Staffing Levels

Positions	Actual FY 2012-2013	Actual FY 2013-2014	Actual FY 2014-2015	Approved FY 2015-2016
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Administration

City Council

City Council	0	0	0	5
Executive Secretary	0	0	0	1
Secretary to the City Council	1	1	1	0
TOTAL	1	1	1	6

* Added City Council to payroll per State Law.

City Manager

Administrative Aide	1	1	1	1
Assistant City Manager	1	1	1	1
Assistant to the City Manager	1	1	1	1
City Manager	1	1	1	1
Executive Secretary	0	1	1	0
Management Analyst	0	0	0	1
Secretary to the City Manager	1	0	0	0
TOTAL	5	5	5	5

City Attorney

City Attorney	1	1	1	1
TOTAL	1	1	1	1

City Clerk

City Clerk	1	1	1	1
Deputy City Clerk	0	0	0	1
Secretary	1	1	1	0
TOTAL	2	2	2	2

Authorized Full Time Staffing Levels

Positions	Actual FY 2012-2013	Actual FY 2013-2014	Actual FY 2014-2015	Approved FY 2015-2016
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Administration (continued)

Library

Administrative Assistant	2	1	1	1
Librarian	3	3	3	3
Library Assistant	3	3	3	3
Senior Librarian	1	1	1	1
Senior Library Assistant	1	1	1	1
TOTAL	10	9	9	9

Columbia Space Center

Administrative Assistant	1	1	1	1
Center Supervisor	1	1	1	1
Executive Director	0.25	0	1	1
TOTAL	2.25	2	3	3

Human Resources

Administrative Assistant	1	1	0	0
Administrative Aide	0	0	1	1
Executive Secretary	0	0	0	1
Human Resources Director	1	1	1	1
Human Resources Technician	1	1	1	1
Sr. Human Resources Analyst	1	1	1	1
TOTAL	4	4	4	5

Administration Department Total	25.25	24	25	31
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Authorized Full Time Staffing Levels

Positions	Actual FY 2012-2013	Actual FY 2013-2014	Actual FY 2014-2015	Approved FY 2015-2016
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Community Development

Administration

Director of Community Development*	1	1	1	1
Economic Development Manager	0	0	0	1
Executive Secretary	1	1	1	1
TOTAL	2	2	2	3

* Moved from Planning

Building & Safety

Building Inspector	1	1	1	1
Building Permit Technician	2	2	2	2
Principal Building Inspector	1	1	1	1
TOTAL	4	4	4	4

Code Enforcement

Administrative Clerk II	1	1	1	1
Senior Code Enforcement Officer	0	0	0	1
Code Enforcement Officer	4	4	4	3
TOTAL	5	5	5	5

Housing & Grants

Administrative Aide	0	1	1	1
TOTAL	0	1	1	1

Planning

Assistant Planner	1	1	1	1
Associate Planner	1	1	1	1
City Planner	1	1	1	1
Principal Planner	1	1	1	1
Secretary	1	1	1	1
Senior Planner	1	1	1	1
TOTAL	6	6	6	6

Community Development Department Total	17	18	18	19
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Authorized Full Time Staffing Levels

Positions	Actual FY 2012-2013	Actual FY 2013-2014	Actual FY 2014-2015	Approved FY 2015-2016
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Finance

Administration

Accountant	3	2	2	3
Administrative Assistant	1	1	1	1
Administrative Clerk II (GA)	1	1	1	1
Administrative Clerk II (Rev)	3	3	3	3
Finance Director/Risk Manager	1	1	1	1
Finance Manager	1	1	1	0
Assistant Finance Director	0	0	0	1
Junior Accountant	2	2	2	1
Accounting Coordinator	0	0	0	1
Principal Accountant	0	1	1	1
Revenue Supervisor	1	0	0	0
Senior Account Clerk	1	1	1	1
Senior Accountant	0	1	1	0
TOTAL	14	14	14	14

Information Technology

Computer System Manager	1	1	1	0
Information Technology & Systems Manager	0	0	0	1
TOTAL	1	1	1	1

Finance Department Total	15	15	15	15
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Authorized Full Time Staffing Levels

Positions	Actual FY 2012-2013	Actual FY 2013-2014	Actual FY 2014-2015	Approved FY 2015-2016
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Fire

Administration

Fire Chief	1	1	1	1
Executive Secretary	1	1	1	1
TOTAL	2	2	2	2

Emergency Services *

Battalion Chief	3	3	3	3
Fire Captain	12	15	15	15
Fire Captain (EMS Coordinator)	1	1	1	1
Fire Engineer	12	15	15	15
Fire Mechanic	1	1	1	1
Firefighter/Paramedic	18	18	24	24
Firefighter	9	12	6	6
Ambulance Operator	0	12	18	18
TOTAL	56	77	83	83

* formerly EMT/ Paramedic

Support Services *

Assistant Chief	1	1	1	1
Emergency Preparedness Coordinator**	0	0	1	1
Regional Fire Communications Operator	8	8	8	8
Fire Communications Center Supervisor	1	1	1	1
Fire Inspector	1	1	1	1
Fire Prevention Technician	1	1	1	1
Hazardous Materials Fire Inspector	1	1	1	1
Regional Fire Communications Lead Operator	1	1	1	1
TOTAL	14	14	15	15

* Formerly Operations

** Moved from Administration

Fire Department Total	72	93	100	100
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Authorized Full Time Staffing Levels

Positions	Actual FY 2012-2013	Actual FY 2013-2014	Actual FY 2014-2015	Approved FY 2015-2016
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Parks & Recreation

Administration, Grants & Contracts

Director of Parks & Recreation	1	1	1	1
Executive Secretary	1	1	1	1
Program Coordinators	3	3	3	2
Secretary (ASPIRE)	1	1	1	1
Program Supervisor (ASPIRE)	1	1	1	1
TOTAL	7	7	7	6

Facilities & Events

Recreation Coordinator	1	1	1	1
Recreation Manager	1	1	1	1
Recreation Supervisor	4	3	3	3
TOTAL	6	5	5	5

Transit

Transit Coordinator	1	1	1	1
Transit Driver	5	5	5	5
Transit Driver/Dispatcher	1	1	1	1
TOTAL	7	7	7	7

Parks & Recreation Department Total	20	19	19	18
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Authorized Full Time Staffing Levels

Positions	Actual FY 2012-2013	Actual FY 2013-2014	Actual FY 2014-2015	Approved FY 2015-2016
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Police

Administration

Chief of Police	1	1	1	1
Executive Secretary	1	2	2	2
Neighborhood Watch Coordinator	1	1	1	1
Police Captain	1	0	0	0
Police Corporal	3	3	2	2
Police Lieutenant	1	1	1	1
Police Officer	0	0	1	1
Police Records Specialist I	6	6	6	6
Police Records Specialist II	3	3	3	3
Police Sergeant*	3	3	3	2
Secretary to Chief of Police	1	0	0	0
System/Network Engineer	1	1	1	1
TOTAL	22	21	21	20

* One of these Sergeant positions is funded through Asset Forfeiture funds and is shown on the Field Operations.

Detectives

Community Service Officer	1	1	1	1
Forensic Specialist	2	2	3	3
Forensic Supervisor	1	1	1	1
Police Captain	1	1	1	1
Police Corporal*	17	16	17	17
Police Lieutenant	1	1	1	1
Police Officer*	5	6	3	3
Police Sergeant	4	4	4	4
Property/Evidence Technician	1	1	1	1
Secretary	1	1	1	1
TOTAL	34	34	33	33

*Of the total number of Detectives, the number of Corporals and Officers will vary as rank is not an operational requirement but instead follows the individual Officers rotation through the department.

Authorized Full Time Staffing Levels

Positions	Actual FY 2012-2013	Actual FY 2013-2014	Actual FY 2014-2015	Approved FY 2015-2016
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Police (continued)

Field Operations

Community Service Officer (<i>former PA</i>)	4	4	4	4
Communications Supervisor (<i>Senior</i>)	1	1	1	1
Motor Officer	7	6	6	6
Parking Enforcement Officer	3	3	3	3
Police Captain	1	1	1	1
Police Corporal	15	17	17	17
Police Lieutenant	4	4	4	4
Police Officer	38	37	38	38
Police Recruit	0	0	2	2
Police Sergeant	9	10	9	10
Safety/ Dispatch (Communications Operator)	10	10	10	10
Secretary	1	1	1	1
TOTAL	93	94	96	97

Police Department Total	149	149	150	150
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Authorized Full Time Staffing Levels

Positions	Actual FY 2012-2013	Actual FY 2013-2014	Actual FY 2014-2015	Approved FY 2015-2016
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Public Works

Administration

Director of Public Works	0	1	1	1
Executive Secretary	1	1	1	1
Integrated Waste Coordinator	1	0	0	0
Keep Downey Beautiful Coordinator	1	1	1	0
Keep Downey Beautiful Recycling & Waste	0	0	0	1
Management Analyst	0	1	1	1
Secretary	1	1	1	1
TOTAL	4	5	5	5

Engineering

Assistant Civil Engineer I	0	1	1	1
Assistant Civil Engineer II	1	1	1	1
Associate Civil Engineer	3	3	3	3
Deputy Dir. Of Public Works	1	1	1	1
Inspector/Plan Checker	1	1	1	1
Senior Civil Engineer	1	1	1	0
Principal Engineer	0	0	0	1
TOTAL	7	8	8	8

Maintenance

Equipment Maintenance Leadworker	1	1	1	1
Equipment Maintenance Supervisor	1	1	1	0
Asst. Superintendent, Facilities & Maintenance	0	0	0	1
Maintenance Lead Worker	7	8	8	8
Maintenance Worker II	12	13	13	9
Maintenance Worker III	0	0	0	4
Mechanic	2	2	2	2
Public Works Supervisor II	3	3	3	3
Public Works Technician	1	0	0	0
Secretary	0	1	1	1
Superintendent, Facilities & Maintenance	0	1	1	1
TOTAL	27	30	30	30

Authorized Full Time Staffing Levels

Positions	Actual FY 2012-2013	Actual FY 2013-2014	Actual FY 2014-2015	Approved FY 2015-2016
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Public Works (continued)

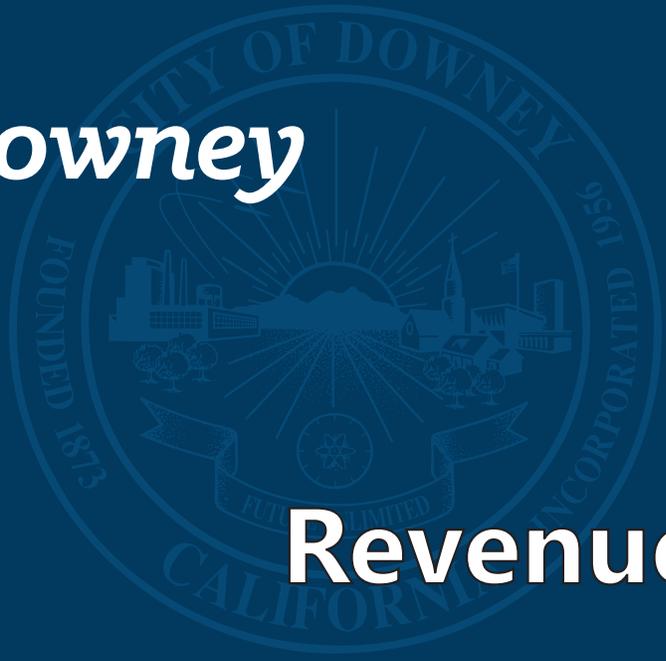
Utilities

Deputy Dir. Of Public Works	1	0	0	0
Assistant Civil Engineer I	1	1	1	1
Assistant Superintendent	1	1	1	1
Principal Engineer	1	1	1	1
Secretary	1	1	1	1
Senior Civil Engineer	1	1	1	1
Superintendent of Water and Sanitation	1	1	1	1
PW Supv II/ Water System Supervisor II	1	1	1	1
Water Quality & Environmental Specialist	0	0	0	1
Water Systems Technical Supervisor II	1	1	1	0
Water Systems Supervisor II	2	2	2	2
Water System Leadworker	6	6	6	6
Water System Operator II	13	13	13	13
TOTAL	30	29	29	29

Public Works Department Total	68	72	72	72
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City of Downey



Revenue

Revenue Overview - Budget Revenue Summary
General Fund Revenue Overview
Major Revenue Sources & Basis for Estimates



Revenue

Revenues

This section presents information about the City's revenues. The first part describes and defines the major revenue sources and the next part is a complete list of revenues by source for each individual fund. This information is then summarized and presented in a pie chart format depicting the total City revenues and a similar chart prepared for only the General Fund revenues.

Revenue Descriptions

Downey receives money from numerous sources in order to pay for the City government. This section describes the City's major revenue sources and then provides a detailed listing that includes a multi-year history of our revenues.

Taxes

Everybody is familiar, if not completely happy, with taxes. Downey receives several different types, as described below.

Property Taxes. These are taxes paid by people and businesses who own property in Downey. The amount each property owner pays is largely based on the provisions of Proposition 13, which was added to the State Constitution in 1976 by the voters. However, the amount that the City receives from property tax payments is determined by formulas established in State law. These formulas are very complex and ever changing. Currently, the City's basic share of local property tax payment is about 13% to 14% of all local property payments. Starting in fiscal year 2004-05, the City also started to receive a portion of the Augmentation Fund, which is also derived from Property Tax payments. The actual collections, and administration, are handled by the County Tax Assessor and the County Tax Collector. City Hall is not involved.

Sales Taxes. These taxes are paid as consumers purchase goods and materials (except food and drugs) at stores. Beginning January 1, 2013, the Los Angeles County sales tax is 9.00% and is divided as follows:

State Government	6.00%
City of Downey	0.75
County Transit	0.25
Measure R Transportation	0.50
Proposition A Transit	0.50
Proposition C Transit	0.50
Proposition 172 Public Safety	0.50
Total	9.00%

In all cases, the State government actually collects the revenue and then disburses our share to us once a month. The State reduced the City's historic share of sales tax revenue as part of the

Revenue

State Deficit Reduction program. The State has pledged to replace the revenue in order to keep the City whole.

City Business Taxes. This tax is paid by all businesses operating in the City of Downey. The tax payments are collected by the City and the amounts are largely based on the dollar sales volume of the business. When the economy is good this tax goes up, but when the economy is down this tax also declines.

Franchise Taxes. This tax is paid by the local gas, electric, cable TV, rubbish, and other utility companies. It is a special tax paid in recognition that these businesses have special privileges to be the sole operator and have access to the public-right-of-way. The amount is based on their gross income.

Utility Users Taxes. This tax is paid by gas, electric, and telecommunication customers on their utility bills. The current rate is 5% for gas and electricity. The utility companies collect the tax and then forward the money to the City. The tax for telecommunication service is at the rate of 4.8%. The telecommunication service supplier or its billing agent collect it and remit it to the City monthly.

Other Taxes. The City also receives revenue because of a couple of other taxes: transient occupancy tax and the real property transfer stamp tax. The transient occupancy tax is paid by Downey hotel operators and amounts to 9% of their gross receipts. The real property transfer stamp tax is paid when property transfers are recorded at the County. The rate is \$1.10 per \$1,000; half comes to the City and half is retained by the County.

Licenses and Permits

The City has several ordinances that require people to pay certain license or permit fees before being authorized to do certain things. The biggest example of such fees for us, or any other City, is building permit fees that must be paid by people receiving a building permit from the City. Other fees are dog license fees, alarm permit fees, and live entertainment fees. In each of these cases, the fees are designed to cover the costs of related City operations such as building construction inspections and animal control.

Fines, Forfeitures, and Penalties

This revenue is collected from persons issued citations for not obeying the law. Traffic and parking violations are the biggest example. This revenue source accounts for about 2% of our total General Fund revenue and is very important to encourage obedience of our laws.

Revenue

Interest, Rent, and Concessions

This revenue comes from investing our cash balances and renting our facilities. The investment interest is the most important revenue source in this category, and the City works hard at trying to maximize our interest earnings while protecting principal. We also have several facilities we provide to groups and individuals in exchange for rent or concession fees.

Intergovernmental Revenue

This revenue source includes several types of grants or subventions that we receive from the State and Federal governments. The major types are described below:

Motor Vehicle-In-Lieu Fees. This revenue is collected by the State when vehicle owners pay their annual registration fees. These fees were established several years ago and replaced the personal property tax levied on automobiles. It was deemed to be more efficient and accurate if the Department of Motor Vehicles (DMV) collected this revenue in conjunction with their vehicle registration process. By State law, then, a certain portion of the vehicle registration fees comes back to the City. This fee was reduced during the 2003-04 fiscal year which reduced the City's revenue for this category. In order to replace this revenue, the State passed a law that distributes additional property tax revenue to the City.

Gas Tax. This revenue is also collected by the State as part of the State's 18 cent per gallon gasoline tax. The State gives us about 7.5 cents of the amount in order to maintain our City street system.

Community Development Block Grant (CDBG). This revenue also comes from the Federal government, but may be used only for certain specified purposes, mostly related to housing improvements and the redevelopment of blighted areas.

Other Grants. The City also receives numerous smaller revenue amounts from the State and Federal governments. These payments are for numerous special purposes such as special street projects, police programs, library support, and park improvement projects.

Service Charges

The City charges individuals and groups fees for numerous special services that the City provides. The biggest example of such charges is the water bills the City sends to its water customers. Water charges, as with many of the City service charges, are placed in a special fund and accounted for separately. Examples of other service charges that go to their own special fund are golf course fees, sewer connection charges, and Light District Assessments. Many other fees are included in the City's General Fund and include fees charged to developers for processing plans through the Planning and Engineering Divisions, and fees charged for services such as sewer maintenance, recreation programs, Downey Theatre tickets, special Library services, and emergency ambulance transportation.

Revenue

Other Revenue

Finally, there is our last miscellaneous category called Other Revenue. Everything that does not fit in any of the other categories is included here. Examples of such revenue include the proceeds of the sale of land or surplus equipment, insurance claim reimbursements, donations, and certain internal charges made between City funds.

FY 2015-16 Budget Revenue Summary

Description	Actuals FY 2012-13	Actuals FY 2013-14	Adopted FY 2014-15	YTD Actual 2015	Approved FY 2015-16
10 GENERAL					
10 3-1110 PROP TAX-SECURED	11,313,026	11,302,794	11,600,000	6,618,820	12,425,000
10 3-1120 PROP TAX-UNSECURED	481,975	471,253	450,000	449,737	450,000
10 3-1125 ERAF PROPERTY TAX SHIFT	9,007,433	9,290,621	9,550,000	4,863,539	10,100,000
10 3-1130 PROP TAX-PRIOR YEARS	9,812	(13,477)	510,000	(10,593)	510,000
10 3-1140 PEN DEL PROP TAX-SEC	50,835	77,173	75,000	41,380	60,000
10 3-1170 SUPPLEMENTAL PROP TAX	252,815	462,113	50,000	113,489	100,000
TOTAL PROPERTY TAXES	21,115,896	21,590,477	22,235,000	12,076,373	23,645,000
10 3-1200 SALES & USE TAX	11,924,968	12,431,231	12,609,000	7,414,558	16,130,617
10 3-1202 SALES AND USE TAX COMPENSATION FUND	3,717,028	4,385,331	4,300,000	2,115,431	2,111,377
10 3-1205 PROP 172 SALES TAX	571,951	602,998	600,000	378,486	600,000
TOTAL SALES & USE TAX	16,213,947	17,419,560	17,509,000	9,908,475	18,841,994
10 3-1300 TRANSIENT OCCUPANCY TAX	1,218,740	1,315,412	1,150,000	892,535	1,200,000
TOTAL TRANSIENT OCCUPANCY TAX	1,218,740	1,315,412	1,150,000	892,535	1,200,000
10 3-1400 REAL PROP TRANSFER TX	240,898	251,719	240,000	186,046	250,000
TOTAL REAL PROP TRANSFER TX	240,898	251,719	240,000	186,046	250,000
10 3-1530 UTIL USR TAX-GAS	890,565	946,267	910,000	606,423	910,000
10 3-1540 UTIL USR TAX-ELECTRIC	3,498,593	3,537,239	3,700,000	2,743,010	4,025,000
10 3-1550 UTIL USR TAX-TELEPHONE	2,780,777	3,078,331	2,900,000	1,871,749	2,870,000
TOTAL UTILITY USERS TAXES	7,169,935	7,561,837	7,510,000	5,221,182	7,805,000
10 3-1700 CITY BUSINESS TAX	1,126,483	1,176,849	1,100,000	1,143,770	1,200,000
10 3-1701 BUSINESS LICENSE RENEW ENHANCEMENT FEE	19,929	925	1,000	18,466	1,000
10 3-1705 DOWNEY PCCP IRG BUSINESS IN LIEU FEE	(1,280)	-	-	-	-
10 3-1710 BUSINESS TAX PEN	30,546	26,387	10,000	23,922	10,000
10 3-1715 SB1186 REVENUE	-	88	-	-	-
TOTAL CITY BUSINESS TAX	1,175,677	1,204,249	1,111,000	1,186,159	1,211,000
10 3-1810 FRNCH TAX-GAS UTIL	186,362	219,393	240,000	-	245,000
10 3-1820 FRNCH TAX-ELEC UTIL	798,958	826,368	810,000	-	860,000
10 3-1835 FRANCH TAX-COM.RUBBISH	471,200	410,352	370,000	230,825	370,000
10 3-1850 FRANCH TAX-RES.RUBBISH	112,248	223,694	185,000	89,058	185,000
10 3-1860 FRNCH TAX-OTHER	84,032	36,444	40,000	23,823	40,000
10 3-1870 FRNCH TAX-CABLE TV	620,652	565,207	577,000	293,844	577,000
10 3-1880 CABLE TV PEG	29,770	-	-	-	-
TOTAL OTHER TAXES	2,303,221	2,281,458	2,222,000	637,550	2,277,000
10 3-2210 STREET PARKING PERMIT	6,161	5,076	1,000	1,301	1,500
10 3-2220 AUTO PARKING FEE	7,500	9,100	5,000	9,267	5,000
TOTAL PARKING STALL FEES	13,661	14,176	6,000	10,567	6,500

FY 2015-16 Budget Revenue Summary

Description	Actuals FY 2012-13	Actuals FY 2013-14	Adopted FY 2014-15	YTD Actual 2015	Approved FY 2015-16
10 3-2310 BUILDING PERMITS	562,228	708,185	580,000	620,753	700,000
10 3-2311 RECORDS MNGNMNT FEES	76,877	102,828	80,000	125,748	100,000
10 3-2320 ELECTRICAL PERMITS	104,207	130,419	108,000	108,229	115,000
10 3-2325 MECHANICAL PERMIT	36,938	48,265	35,000	45,173	40,000
10 3-2330 PLUMBING PERMITS	77,623	106,407	75,000	68,764	75,000
10 3-2370 GRADING PLAN FEES	-	-	500	-	-
TOTAL BUILDING PERMITS	857,872	1,096,103	878,500	968,668	1,030,000
10 3-2400 CONSTRUCTION PERMT	12,780	8,225	7,500	8,966	8,000
10 3-2410 NEWSPAPER RACK PERMITS	4,080	-	500	-	500
10 3-2450 SCHOOL DEVELOPMENT FE	-	2,427	-	20,103	-
TOTAL CONSTRUCTION PERMT	16,860	10,652	8,000	29,069	8,500
10 3-2500 POLICE PERMITS	11,725	11,190	12,500	9,510	12,500
10 3-2510 FINGER PRINT FEES	2,436	2,088	2,500	1,908	2,000
TOTAL POLICE PERMITS	14,161	13,278	15,000	11,418	14,500
10 3-2600 MISC LICENSE & PERMIT	90,257	95,363	95,000	70,777	90,000
TOTAL MISC LICENSE & PERMIT	90,257	95,363	95,000	70,777	90,000
10 3-2710 DOG LICENSE FEE	109,688	82,793	82,500	-	82,500
10 3-2720 DOG LICENSE FEE-S/N	57,118	66,210	72,500	(38)	72,500
10 3-2730 DOG LICENSE LATE FEE	5,437	6,636	5,000	38	5,000
10 3-2740 LATE DOG LICN FEE-S/N	5,494	4,844	5,000	(19)	5,000
TOTAL ANIMAL PERMITS	177,737	160,483	165,000	(19)	165,000
10 3-3110 VEHICLE CODE FINES	343,543	300,629	325,000	200,362	325,000
10 3-3120 CITY ORDINANCE FINES	59,640	98,560	60,000	40,239	50,000
10 3-3130 MISC, FINES, FORFEITS & PENALTIES	25,885	23,222	25,000	11,711	20,000
10 3-3131 PARKING TICKETS	902,295	965,030	900,000	726,336	950,000
10 3-3135 ADMINISTRATIVE CITE	26,707	42,106	25,000	47,020	40,000
10 3-3140 NSF CHECK CHARGES	3,750	5,675	3,000	2,950	3,000
TOTAL FINES	1,361,820	1,435,222	1,338,000	1,028,619	1,388,000
10 3-4100 INVESTMENT EARNINGS	255,955	302,024	350,000	100,781	350,000
10 3-4150 UNREALIZED GAIN/LOSS ON INVESTMENTS	(623,481)	387,200	-	-	-
TOTAL INVESTMENT EARNINGS	(367,526)	689,224	350,000	100,781	350,000
10 3-4200 RENTS & CONCESSIONS	40,674	39,547	40,000	36,712	40,000
10 3-4241 PARK PARKING FEES	34,442	43,807	40,000	28,289	42,000
10 3-4243 PARK FACILITIES RNTL	52,884	51,470	35,000	36,183	50,000
10 3-4256 PARCEL 5 RENT	489,500	489,500	489,500	375,283	538,450
10 3-4257 DOWNEY LANDING LLC GROUND LEASE	397,233	396,900	367,580	305,005	367,580
TOTAL RENTS & CONCESSIONS	1,014,733	1,021,224	972,080	781,472	1,038,030
10 3-5325 STATE TRAFFIC SAFETY GRANT	41,691	23,727	25,000	56,870	25,000
TOTAL STATE GRANTS	41,691	23,727	25,000	56,870	25,000

FY 2015-16 Budget Revenue Summary

Description	Actuals FY 2012-13	Actuals FY 2013-14	Adopted FY 2014-15	YTD Actual 2015	Approved FY 2015-16
10 3-5410 STATE ALCOHOL BEV LIC	-	-	50	-	-
10 3-5420 STATE MTR VEH IN LIEU	58,293	48,244	-	-	-
10 3-5425 POST REIMBURSEMENTS	88,550	81,064	85,000	28,702	40,000
10 3-5430 SLESF (COPS) GRANT	161,317	197,716	180,354	135,082	180,000
10 3-5434 SCHOOL RESOURCE OFFICER PROGRAM	131,015	130,423	102,000	48,821	100,000
10 3-5440 STATE LIBRARY SUPPORT	10,000	12,563	-	28,161	5,000
10 3-5442 LIBRARY SERVICES & TECHNOLOGY ACT (LSTA)	8,260	-	-	-	-
10 3-5448 AFTER SCHOOL ED/SAFETY PGM COHORT 5	1,566,312	1,497,778	1,557,695	1,198,773	1,500,000
10 3-5450 STATE HMOWNRS PROP TX	90,608	83,752	50,000	40,686	50,000
10 3-5451 COUNTY REGIONAL PARK & OPEN SPACE GRNT	-	-	-	36,860	-
10 3-5455 STATE MANDATED COST REIMBURSEMENT	38,560	99,255	50,000	110,353	50,000
10 3-5460 STATE EPA GRANT	5,000	-	1,000	-	-
TOTAL INTERGOVERNMENTAL REVENUE	2,157,915	2,150,794	2,026,099	1,627,438	1,925,000
10 3-5511 COUNTY AB 109	-	430,928	190,000	-	242,938
10 3-5520 HIGHWAY THROUGH CITY	-	36	-	-	-
10 3-5550 SUCCESSOR AGENCY ADMIN REIMBURSEMENT	250,000	-	250,000	-	250,000
TOTAL COUNTY TRANSPORTATION REVENUE	250,000	430,964	440,000	-	492,938
10 3-6120 PLAN CHECK FEES	346,670	645,521	350,000	528,860	600,000
10 3-6130 PLANNING SERVICE FEES	86,920	97,835	90,000	108,070	100,000
10 3-6131 CEQA PROJECT FEE	-	-	-	41,121	-
10 3-6140 SALE OF PUBLIC DOCMTS	60,241	63,740	70,000	51,044	65,000
10 3-6150 ENGINEERING PLAN CHEC	5,136	4,330	2,500	200	1,000
10 3-6160 FIRE PLAN FEE	87,905	130,957	100,000	92,290	110,000
10 3-6170 GENERAL PLAN FEES	-	102,504	93,000	125,565	125,000
TOTAL DEVELOPMENT FEES	586,873	1,044,888	705,500	947,151	1,001,000
10 3-6210 POLICE GUARD SVC FEE	47,659	35,496	50,000	32,496	35,000
10 3-6215 FIRE-ADULT EDUCATION	32,608	46,520	35,000	31,662	35,000
10 3-6216 FIRE MOVIE SERVICE	2,666	4,680	5,000	5,278	5,000
TOTAL POLICE & FIRE FEES	82,932	86,696	90,000	69,435	75,000
10 3-6314 FIRE PERMIT FEE	51,354	61,832	50,000	31,703	40,000
10 3-6315 BUILDING INSPECTION FEES-FIRE CODE	12,389	1,824	5,000	19,061	5,000
10 3-6316 HAZARD MATERIAL PERMT	119,741	118,069	25,000	98,300	110,000
10 3-6326 ENG INSPECTION FEE	32,581	28,623	25,000	31,108	25,000
10 3-6340 SEWER SURCHARGE	113,758	123,597	115,000	86,238	120,000
TOTAL ENVIRONMENTAL FEES	329,824	333,945	220,000	266,410	300,000

FY 2015-16 Budget Revenue Summary

Description	Actuals FY 2012-13	Actuals FY 2013-14	Adopted FY 2014-15	YTD Actual 2015	Approved FY 2015-16
10 3-6650 FEE SUPPORTED-RECREAT	6,053	8,682	5,000	2,695	5,000
10 3-6651 COMMUNITY SPORTS CNTR	65,881	128,992	65,000	115,271	170,000
10 3-6652 SPORTS FACILITY ENHANCEMENT FEE	15,589	24,204	14,700	13,853	16,000
10 3-6653 SWIMMING POOL FEES	85,327	78,873	38,200	16,440	47,000
10 3-6654 CHILD CARE	29,859	25,454	25,500	31,621	34,000
10 3-6655 FEE SUPPORTED-SOC SVS	47,594	22,708	27,300	22,925	30,000
10 3-6656 COMMUNITY SENIOR CNTR	34,373	40,155	30,000	55,941	80,000
10 3-6657 ADULT SOFTBALL PROGRAM	48,754	48,664	45,000	49,331	55,000
10 3-6658 CONTRACT CLASS FEES	245,862	232,053	181,500	138,189	230,000
10 3-6659 FEE SUPPORTED CAMPS	75,605	78,078	53,500	57,336	80,000
10 3-6660 DOWNEY THEATRE	357,650	230,713	278,000	85,033	290,000
10 3-6661 FOOD & BEVERAGE REV	695	473	2,500	-	500
10 3-6662 Theatre Merchandise	1,499	682	1,000	128	250
10 3-6663 THEATRE ENHANCEMENT FEE	19,633	21,410	15,000	12,782	15,000
10 3-6664 DOWNEY THEATRE IN-HOUSE PERFORMANCE	118,678	59,426	107,500	58,246	95,500
10 3-6665 STEAMWORKS DUSD GRANT					178,667
10 3-6680 LIBRARY FINES	66,563	62,903	60,000	49,927	60,000
10 3-6690 LIBRARY SERVICE FEES	6,915	8,152	5,800	1,746	1,500
10 3-6695 LITERACY GRANT	12,484	-	8,000	-	-
10 3-6699 COMM SVC-CREDIT CARD DISCOUNT CHRG	(10,549)	-	-	-	-
TOTAL COMMUNITY SERVICES FEES	1,228,464	1,071,621	963,500	711,464	1,388,417
10 3-6720 COMPTON FIRE COMM	586,215	597,920	658,000	552,403	602,740
10 3-6740 LA HABRA HEIGHT FIRE COMM	-	31,073	40,000	24,858	40,000
10 3-6760 VERNON FIRE COMM	171,197	118,403	118,400	135,550	135,550
10 3-6780 S F SPGS FIRE COMM	256,444	226,327	226,325	214,307	230,635
10 3-6782 JPCC START UP REIMB	-	60,132	-	(12,962)	-
10 3-6790 EMERGENCY TRNSPRT FEE	1,919,392	1,985,791	1,925,000	865,365	2,900,000
10 3-6793 BLS TRANSPORT	853,815	857,549	1,637,000	363,184	-
10 3-6794 PARAMEDIC TRANSPORT DEPOSIT	-	-	-	464,455	-
10 3-6795 EMERGENCY SUBSC FEE	270,395	247,677	275,000	189,264	225,000
TOTAL FIRE DEPT FEES	4,057,457	4,124,872	4,879,725	2,796,426	4,133,925
10 3-6910 SEAACA FINANCE ADMIN	40,000	40,000	60,000	45,000	80,000
TOTAL ADMINISTRATIVE FEES	40,000	40,000	60,000	45,000	80,000
10 3-7100 SALE OF PROPERTY	-	9,833,635	-	-	-
10 3-7110 SALE OF LAND	-	805,000	-	-	425,000
10 3-7170 FIAT LAND ACQ DEBT SERVICE REVENUE	247,639	2,910,466	-	-	-
TOTAL SALE OF PROPERTY	247,639	13,549,101	-	-	425,000
10 3-7320 CONTR PRIVATE SOURCES	10,000	-	-	-	475,000
10 3-7330 CONTR FRM OTH GOV AGY	568,938	600,229	633,242	-	668,070
TOTAL CONTRIBUTIONS & IMPACT FEES	578,938	600,229	633,242	-	1,143,070

FY 2015-16 Budget Revenue Summary

Description			Actuals FY 2012-13	Actuals FY 2013-14	Adopted FY 2014-15	YTD Actual 2015	Approved FY 2015-16
10	3-7400	CHARGE TO OTHER FUNDS	949,300	950,000	1,225,000	918,750	1,525,000
10	3-7403	CHARGE TO OTHER FUNDS	5,500	5,500	5,500	4,125	5,000
10	3-7404	CHARGE STREET LIGHTNG	170,265	170,265	170,265	127,699	170,265
10	3-7405	CHARGE GOLF COURSE	175,000	175,000	175,000	131,250	-
10	3-7406	CHARGE TRANSIT	137,000	137,000	137,000	102,750	137,000
10	3-7407	CHARGE CDBG FD	159,833	143,241	143,241	107,431	140,477
10	3-7408	CHARGE TO HOME GEN. ADMIN	7,368	7,368	7,368	5,526	7,368
10	3-7411	CHARGE TO WASTE REDUCTION	40,899	40,899	40,900	30,675	40,899
10	3-7412	CHARGE PROP C	13,560	13,560	13,560	10,170	13,560
10	3-7413	CHARGE CEMETERY	4,200	4,200	4,200	3,150	4,200
TOTAL CHARGE TO CITY FUNDS			1,662,925	1,647,033	1,922,034	1,441,525	2,043,769
10	3-7531	RETIREEES HEALTH INSUR	-	108,420	-	89,578	110,000
10	3-7532	COBRA HEALTH INSURANC	-	10,272	-	5,406	5,000
10	3-7533	VEHICLE STORAGE	77,959	58,214	55,000	78,535	60,000
10	3-7540	MISC REIMBURSEMENTS	22,235	72,942	35,000	23,136	35,000
10	3-7544	VEHICLE RELEASE FEES	76,353	107,658	60,000	84,930	100,000
10	3-7547	BOOK FEES	8,996	8,011	5,000	4,585	5,000
10	3-7548	STRIKE TEAM REIMURSE	25,474	113,137	5,000	79,919	50,000
10	3-7549	POLICE REIMBURSEMENT	66,651	46,384	25,000	40,126	35,000
10	3-7550	PUBLIC WORKS REIMBURSEMENT	-	-	-	34,447	1,000
10	3-7551	SMI PROGRAM EDUCATION FEES	347	229	100	597	500
10	3-7552	GREEN BLDG STNDRD PRMT FEES	261	(827)	100	(3,864)	100
10	3-7560	MERF TIPPING	396,479	488,095	221,450	508,182	321,450
TOTAL REIMBURSEMENT FEES			674,755	1,012,535	406,650	945,577	723,050
10	3-7600	MISC REVENUE	584,480	67,832	174,000	210,217	315,000
10	3-7601	PARAMED MISC REVENUE	26,427	17,896	80,000	7,912	5,000
10	3-7604	MEDICAL AMBULANCE TRANS COST REIMB	-	-	25,000	49,708	25,000
10	3-7605	TRUSTEE INCOME	(275)	(310)	500	-	100
TOTAL MISC REVENUE			610,632	85,419	279,500	267,837	345,100
10	5-9026	TRANSFERS FROM GAS TAX-26	930,000	1,150,000	1,556,535	1,167,399	1,491,716
10	5-9028	TRANSFER FROM CDBG FUND -28	71,780	78,221	208,215	-	206,469
10	5-9051	TRANSFER FROM WATER FUND-51	606,000	625,000	700,000	524,997	700,000
10	5-9052	TRANSFER FROM GOLF FUND -52	378,000	386,766	542,176	406,629	-
10	5-9081	TRANSFER FM REDEVMT OBLIGATN RETIRE FUND	-	250,000	-	-	-
10	5-9091	TRANSFER FROM REDEVELOPMENT AGENCY	-	-	-	(125,000)	-
TOTAL TRANSFERS-IN			1,985,780	2,489,987	3,006,926	1,974,025	2,398,185
10 TOTAL GENERAL FUND			67,153,715	84,852,249	71,462,756	44,258,831	75,819,978
11 FED POLICE GRANT							
11	3-5100	FEDERAL GRANT	41,584	99,372	-	-	-
TOTAL INTERGOVERNMENTAL REVENUE			41,584	99,372	-	-	-
11 TOTAL FED POLICE GRANT			41,584	99,372	-	-	-

FY 2015-16 Budget Revenue Summary

Description		Actuals FY 2012-13	Actuals FY 2013-14	Adopted FY 2014-15	YTD Actual 2015	Approved FY 2015-16
14 FEDERAL FIRE GRANT						
14	3-5100 FEDERAL GRANT	49,915	693,011	894,101	980,634	-
	TOTAL FEDERAL GRANTS	49,915	693,011	894,101	980,634	-
14	3-5300 STATE GRANTS	-	42,927	-	-	-
	TOTAL STATE GRANTS	-	42,927	-	-	-
14	5-9010 TRANSFER FROM GENERAL FUND-10	-	-	209,429	-	1,240,419
	TOTAL TRANSFERS-IN	-	-	209,429	-	1,240,419
14	TOTAL FEDERAL FIRE GRANT	49,915	735,938	1,103,530	980,634	1,240,419
16 COLUMBIA MEM SPACE LRN CTR FNDTION						
16	3-7300 CONTRIBUTIONS & IMPACT FEES	11,135	(160)	-	49	-
	TOTAL OTHER REVENUE	11,135	(160)	-	49	-
16	TOTAL COLUMBIA MEM SPACE LRN CTR FNDTION	11,135	(160)	-	49	-
20 WASTE REDUCTION						
20	3-4100 INVESTMENT EARNINGS	5,348	4,128	5,000	1,335	5,000
20	3-4150 UNREALIZED GAIN/LOSS ON INVESTMENTS	(5,438)	3,551	-	-	-
	TOTAL INVESTMENT EARNINGS	(90)	7,679	5,000	1,335	5,000
20	3-5300 STATE GRANTS	-	-	25,000	-	-
20	3-5340 USED OIL BLOCK GRANT	62,021	61,733	-	-	-
	TOTAL STATE GRANTS	62,021	61,733	25,000	-	25,000
20	3-6346 AB-939	393,536	415,761	410,000	321,008	410,000
	TOTAL ENVIRONMENTAL FEES	393,536	415,761	410,000	321,008	410,000
20	3-7300 CONTRIBUTIONS & IMPACT FEES	-	-	1,000	-	-
20	3-7600 MISC REVENUE	(2,921)	1,163	-	1,090	-
	TOTAL MISC REVENUE	(2,921)	1,163	1,000	1,090	-
20	5-9026 TRANSFER FROM GAS TAX FUND-26	177,576	-	-	-	-
	TOTAL TRANSFERS-IN	177,576	-	-	-	-
20	TOTAL WASTE REDUCTION	630,123	486,336	441,000	323,432	440,000

FY 2015-16 Budget Revenue Summary

Description	Actuals FY 2012-13	Actuals FY 2013-14	Adopted FY 2014-15	YTD Actual 2015	Approved FY 2015-16
22 AIR QUALITY					
22 3-4100 INVESTMENT EARNINGS	5,808	4,137	2,000	1,442	2,000
22 3-4150 UNREALIZED GAIN/LOSS ON INVESTMENTS	(8,434)	3,722	-	-	-
TOTAL INVESTMENT EARNINGS	(2,626)	7,859	2,000	1,442	2,000
22 3-5420 STATE MTR VEH IN LIEU	135,350	103,683	135,000	103,667	135,000
TOTAL INTERGOVERNMENTAL REVENUE	135,350	103,683	135,000	103,667	135,000
22 TOTAL AIR QUALITY	132,724	111,543	137,000	105,109	137,000
23 STREET LIGHTING					
23 3-1112 AD121 ZONE II	240,090	38,230	110,000	21,753	110,000
23 3-1114 AD121 ZONE IV	1,511	-	1,000	417	1,000
23 3-1116 AD121 ZONE VI	4,310	8,538	3,000	4,310	3,000
23 3-1117 LANDSCAPE/TREES	420,350	269,090	250,000	152,223	-
TOTAL PROPERTY TAXES	666,261	315,859	364,000	178,703	114,000
23 3-4100 INVESTMENT EARNINGS	8,883	7,456	1,500	1,983	1,500
23 3-4150 UNREALIZED GAIN/LOSS ON INVESTMENTS	(16,738)	7,192	-	-	-
TOTAL INVESTMENT EARNINGS	(7,855)	14,649	1,500	1,983	1,500
23 3-6410 RES LTG ZONE I	465,238	443,709	415,000	268,192	460,000
23 3-6420 COMML LTG ZONE II	152,599	123,700	115,000	72,120	130,000
23 3-6430 HOLDING ZONE IV	20,582	18,715	5,000	11,161	5,000
23 3-6440 SAFTY LGHTNG ZONE III	1,083,130	690,278	635,000	393,242	635,000
23 3-6450 STONEWD CTR ZONE V	7,389	6,993	7,500	4,045	7,500
23 3-6460 FIRESTONE ZONE VI	4,229	-	-	-	-
TOTAL STREET LIGHTING FEES	1,733,167	1,283,394	1,177,500	748,760	1,237,500
23 3-7600 MISC REVENUE	(34,894)	-	-	25,474	-
TOTAL MISC REVENUE	(34,894)	-	-	25,474	-
23 TOTAL STREET LIGHTING	2,356,678	1,613,902	1,543,000	954,920	1,353,000
24 LEARNING CENTER FUND					
24 3-6645 ADMISSION AND MEMBERSHIP FEES	128,694	104,492	70,000	58,340	80,000
24 3-6646 CMSSLC CLASSES	16,775	13,166	10,000	11,794	15,000
24 3-6647 FACILITY RENTAL	30,235	40,597	20,000	27,108	25,000
TOTAL COMMUNITY SERVICES FEES	175,704	158,255	100,000	97,242	120,000
24 3-7140 GIFT SHOP SALES	36,146	19,288	12,000	13,876	18,000
TOTAL SALE OF PROPERTY	36,146	19,288	12,000	13,876	18,000
24 3-7320 CONTR PRIVATE SOURCES	15,427	490	100	327	100
TOTAL CONTRIBUTIONS & IMPACT FEES	15,427	490	100	327	100
24 3-7540 MISC REIMBURSEMENTS	-	4,250	-	-	-
TOTAL REIMBURSEMENT FEES	-	4,250	-	-	15,000

FY 2015-16 Budget Revenue Summary

Description		Actuals FY 2012-13	Actuals FY 2013-14	Adopted FY 2014-15	YTD Actual 2015	Approved FY 2015-16
24	5-9010 TRANSFER FROM GENERAL FUND-10	531,738	482,704	803,734	602,802	858,279
	TOTAL TRANSFERS-IN	531,738	482,704	803,734	602,802	858,279
24	TOTAL LEARNING CENTER FUND	759,015	664,987	915,834	714,247	1,011,379
25 ARTICLE III						
25	3-5140 LOCAL TRANS FDS SB821	165,350	108,277	114,715	-	115,000
	TOTAL FEDERAL GRANTS	165,350	108,277	114,715	-	115,000
25	TOTAL ARTICLE III	165,350	108,277	114,715	-	115,000
26 STATE GAS TAXES						
26	3-4100 INVESTMENT EARNINGS	20,658	7,274	5,000	(889)	1,000
26	3-4150 UNREALIZED GAIN/LOSS ON INVESTMENTS	(22,617)	7,105	-	-	-
	TOTAL INVESTMENT EARNINGS	(1,958)	14,379	5,000	(889)	1,000
26	3-5100 FEDERAL GRANTS	168,091	1,099,964	2,336,200	595,576	-
26	3-5120 FAU/ISTEA	-	-	1,205,359	-	-
	TOTAL FEDERAL GRANTS	168,091	1,099,964	3,541,559	595,576	-
26	3-5300 STATE GRANTS	1,112,674	60,329	14,403,759	-	20,000,109
	TOTAL STATE GRANTS	1,112,674	60,329	14,403,759	-	20,000,109
26	3-5431 STATE GAS TAX - 2106	211,950	355,101	429,948	301,626	339,749
26	3-5432 STATE GAS TAX - 2107	749,783	829,849	681,257	499,737	898,233
26	3-5490 STATE GAS TAX - 2105	193,827	766,404	546,301	454,444	649,680
26	3-5495 MOTOR VEHICLE FUEL TAX (SEC. 7360)	1,392,491	1,569,934	1,188,745	568,753	515,080
	TOTAL INTERGOVERNMENTAL REVENUE	2,548,052	3,521,289	2,846,251	1,824,560	2,402,742
26	3-5510 COUNTY ROAD IMPROVEMT	-	577,726	1,025,175	425,478	-
	TOTAL COUNTY TRANSPORTATION REVENUE	-	577,726	1,025,175	425,478	-
26	3-7540 MISC REIMBURSEMENTS	-	-	1,064,311	138,383	-
26	3-7550 PUBLIC WORKS REIMBURSEMENT	-	-	-	4,246	-
	TOTAL REIMBURSEMENT FEES	-	-	1,064,311	142,629	-
26	3-7600 MISC REVENUE	-	1,924	-	-	-
	TOTAL MISC REVENUE	-	1,924	-	-	-
26	5-9054 TRANSFER FROM PROP C - 54	101,919	-	-	-	-
26	5-9056 TRANSFER FROM MEASURE R-FUND 56	154,639	-	-	-	-
	TOTAL TRANSFERS-IN	256,558	-	-	-	-
26	TOTAL STATE GAS TAXES	4,083,417	5,275,610	22,886,055	2,987,353	22,403,851

FY 2015-16 Budget Revenue Summary

Description	Actuals FY 2012-13	Actuals FY 2013-14	Adopted FY 2014-15	YTD Actual 2015	Approved FY 2015-16
28 COMM DEVLOP BLOCK GRANT					
28 3-5150 COMM DEV BLOCK GRANT	819,413	561,423	1,090,427	904,658	952,152
28 3-5153 HPRP GRANT (HUD)	15,295	-	-	-	-
28 3-5170 CDBG-R GRANT	229,935	-	-	-	-
TOTAL FEDERAL GRANTS	1,064,642	561,423	1,090,427	904,658	952,152
28 TOTAL COMM DEVLOP BLOCK GRANT	1,064,642	561,423	1,090,427	904,658	952,152
29 HOME					
29 3-4100 INVESTMENT EARNINGS	1,482	(283)	-	-	-
29 3-4150 UNREALIZED GAIN/LOSS ON INVESTMENTS	(1,658)	-	-	-	-
TOTAL INVESTMENT EARNINGS	(176)	(283)	-	-	-
29 3-5155 HOUSING FIN ASSIST	691,561	349,113	365,720	110,635	506,622
TOTAL FEDERAL GRANTS	691,561	349,113	365,720	110,635	506,622
29 TOTAL HOME	691,385	348,830	365,720	110,635	506,622
34 NASA INFRASTRUCTURE					
34 3-4100 INVESTMENT EARNINGS	2,883	-	-	533	-
TOTAL INVESTMENT EARNINGS	2,883	-	-	533	-
34 TOTAL NASA INFRASTRUCTURE	2,883	-	-	533	-
40 CAPITAL PROJECT					
40 3-2200 PARKING STALL FEES	5,280	2,868	-	-	-
TOTAL PARKING STALL FEES	5,280	2,868	-	-	-
40 3-5100 FEDERAL GRANTS	141,675	-	-	-	-
TOTAL FEDERAL GRANTS	141,675	-	-	-	-
40 3-5300 STATE GRANTS	-	-	-	357,300	-
TOTAL STATE GRANTS	-	-	-	357,300	-
40 3-7145 DONATION	-	80,000	180,000	-	-
TOTAL SALE OF PROPERTY	-	80,000	180,000	-	-
40 3-7340 PARK IN-LIEU FEES	92,464	8,153	-	-	-
TOTAL CONTRIBUTIONS & IMPACT FEES	92,464	8,153	-	-	-
40 5-9010 TRANSFERS FROM GENERAL FUND-10	293,949	344,202	2,499,750	13,000	2,476,800
40 5-9020 TRANSFER FROM WASTE MGMT FUND-20	20,000	-	-	-	-
40 5-9051 TRANSFER FROM WATER FUND-51	19,000	-	-	-	-
TOTAL TRANSFERS	332,949	344,202	2,499,750	13,000	2,476,800
40 TOTAL CAPITAL PROJECT	572,368	435,223	2,679,750	370,300	2,476,800

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Description	Actuals FY 2012-13	Actuals FY 2013-14	Adopted FY 2014-15	YTD Actual 2015	Approved FY 2015-16
51 WATER UTILITY					
51 3-4100 INVESTMENT EARNINGS	76,125	68,643	50,000	18,708	50,000
51 3-4150 UNREALIZED GAIN/LOSS ON INVESTMENTS	(127,881)	65,999	-	-	-
TOTAL INVESTMENT EARNINGS	(51,756)	134,643	50,000	18,708	50,000
51 3-4200 RENTS & CONCESSIONS	55,300	122,209	35,000	76,626	120,000
TOTAL RENTS & CONCESSIONS	55,300	122,209	35,000	76,626	120,000
51 3-6510 WATER SALES	14,917,272	17,827,857	17,000,000	10,971,458	17,350,000
51 3-6520 METER INSTALLATION	101,065	79,095	95,000	47,195	75,000
51 3-6530 TURN-ON CHARGES	21,085	15,585	20,000	15,510	18,000
51 3-6532 SPECIAL NOTICE FEE(TAG)	76,500	94,780	75,000	51,260	70,000
51 3-6534 LATE NOTICE FEE (PINK NOTICE)	65,660	73,973	60,000	59,722	70,000
51 3-6540 HYDRANT RENTAL	275	375	500	300	300
51 3-6560 MISC INCOME-OPERATING	11,929	12,058	10,000	5,335	7,500
TOTAL PUBLIC WORKS FEES	15,193,786	18,103,723	17,260,500	11,150,780	17,590,800
51 3-7540 MISC REIMBURSEMENTS	5,182	37,042	-	(3,121)	5,000
51 TOTAL REIMBURSEMENT FEES	5,182	37,042	-	(3,121)	5,000
51 3-7600 MISC REVENUE	(216,957)	10,283	-	15,707	10,000
51 TOTAL REVENUE	(216,957)	10,283	-	15,707	10,000
51 TOTAL WATER UTILITY	14,985,554	18,407,899	17,345,500	11,258,700	17,775,800
52 GOLF COURSE					
52 3-4100 INVESTMENT EARNINGS	6,420	3,334	3,000	1,235	1,000
52 3-4150 UNREALIZED GAIN/LOSS ON INVESTMENTS	(46,467)	41,023	-	-	-
TOTAL INVESTMENT EARNINGS	(40,047)	44,357	3,000	1,235	1,000
52 3-4220 CLUB HOUSE CONCESSION	148,672	70,000	130,000	70,000	130,000
TOTAL RENTS & CONCESSIONS	148,672	70,000	130,000	70,000	130,000
52 3-6610 GREEN FEES	2,042,664	2,054,515	2,090,500	1,464,340	2,000,000
52 3-6621 CART FEES' CITY OWNED	481,084	562,191	525,000	437,645	590,000
52 3-6630 DRIVING RANGE FEES	153,970	148,502	165,000	107,449	150,000
52 3-6640 CREDIT CARD SVC CHARGE	(38,841)	-	-	-	-
TOTAL COMMUNITY SERVICES FEES	2,638,877	2,765,208	2,780,500	2,009,434	2,740,000
52 3-7130 SALE OF EQUIPMENT	1,561	160	-	2,750	100
TOTAL SALE OF PROPERTY	1,561	160	-	2,750	100
52 3-7540 MISC REIMBURSEMENTS	-	446,034	-	-	-
TOTAL REIMBURSEMENT FEES	-	446,034	-	-	-
52 3-9010 TRANSFER FROM GENERAL FUND	-	-	-	-	200,000
TOTAL TRANSFERS IN	-	-	-	-	200,000
52 TOTAL GOLF COURSE	2,749,063	3,325,759	2,913,500	2,083,419	3,071,100

FY 2015-16 Budget Revenue Summary

Description	Actuals FY 2012-13	Actuals FY 2013-14	Adopted FY 2014-15	YTD Actual 2015	Approved FY 2015-16
54 TRANSIT (PROP C)					
54 3-1200 SALES & USE TAX	1,460,710	1,586,363	1,637,810	1,254,115	1,703,219
TOTAL SALES & USE TAX	1,460,710	1,586,363	1,637,810	1,254,115	1,703,219
54 3-4100 INVESTMENT EARNINGS	26,746	11,906	5,000	1,020	1,000
54 3-4150 UNREALIZED GAIN/LOSS ON INVESTMENTS	(33,533)	9,569	-	-	-
TOTAL INVESTMENT EARNINGS	(6,787)	21,475	5,000	1,020	1,000
54 3-4200 RENTS & CONCESSIONS	67,200	67,200	60,000	(5,600)	-
TOTAL RENTS & CONCESSIONS	67,200	67,200	60,000	(5,600)	-
54 3-5120 FAU/ISTEA	388,151	302,012	-	326,930	-
TOTAL FEDERAL GRANTS	388,151	302,012	-	326,930	-
54 3-7100 SALE OF PROPERTY	-	-	-	-	1,600,000
TOTAL SALES OF PROPERTY	-	-	-	-	1,600,000
54 3-7550 PUBLIC WORKS REIMBURSEMENT	-	-	-	15,961	-
54 TOTAL REIMBURSEMENT FEES	-	-	-	15,961	-
54 TOTAL TRANSIT (PROP C)	1,909,274	1,977,050	1,702,810	1,592,426	3,304,219
55 TRANSIT (PROP A)					
55 3-1200 SALES & USE TAX	1,757,176	1,913,756	1,974,517	1,513,088	2,053,373
TOTAL SALES & USE TAX	1,757,176	1,913,756	1,974,517	1,513,088	2,053,373
55 3-4100 INVESTMENT EARNINGS	8,898	2,466	1,000	651	1,000
55 3-4150 UNREALIZED GAIN/LOSS ON INVESTMENTS	(12,076)	745	-	-	-
TOTAL INVESTMENT EARNINGS	(3,179)	3,212	1,000	651	1,000
55 3-4200 RENTS & CONCESSIONS	-	30,030	-	18,415	-
TOTAL RENTS & CONCESSIONS	-	30,030	-	18,415	-
55 3-5189 SR CITIZENS TRAN FARE	6,477	7,649	5,000	5,265	5,000
55 3-5193 BUS PASS CHARGES	(27,889)	(21,400)	(17,500)	(17,700)	-
55 3-5195 BUS PASSES - DOWNEYLINK	3,327	2,145	2,500	3,644	3,300
TOTAL FEDERAL GRANTS	(18,085)	(11,606)	(10,000)	(8,791)	8,300
55 3-7130 SALE OF EQUIPMENT	-	-	-	6,755	-
TOTAL SALE OF PROPERTY	-	-	-	6,755	-
55 3-7540 MISC REIMBURSEMENTS	109,458	103,260	109,458	97,043	109,458
TOTAL REIMBURSEMENT FEES	109,458	103,260	109,458	97,043	109,458
55 3-7600 MISC REVENUE	25,462	21,509	24,000	20,152	24,000
TOTAL MISC REVENUE	25,462	21,509	24,000	20,152	24,000

FY 2015-16 Budget Revenue Summary

Description	Actuals FY 2012-13	Actuals FY 2013-14	Adopted FY 2014-15	YTD Actual 2015	Approved FY 2015-16
55 5-9054 TRANSFER FROM PROP C FUND-54	-	-	1,120,904	840,681	335,000
55 5-9056 TRANSFER FROM MEASURE R-FUND 56	500,004	-	-	-	774,500
TOTAL TRANSFERS-IN	500,004	-	1,120,904	840,681	1,109,500
55 TOTAL TRANSIT (PROP A)	2,370,836	2,060,160	3,219,879	2,487,994	3,305,631
56 TRANSIT (MEAS R)					
56 3-1203 SALES TAX - MEASURE R	1,091,838	1,184,673	1,228,372	940,053	1,277,430
56 TOTAL SALES & USE TAX	1,091,838	1,184,673	1,228,372	940,053	1,277,430
56 3-4100 INVESTMENT EARNINGS	22,657	14,668	5,000	4,402	5,000
56 3-4150 UNREALIZED GAIN/LOSS ON INVESTMENTS	(27,906)	11,518	-	-	-
56 TOTAL INVESTMENT EARNINGS	(5,249)	26,186	5,000	4,402	5,000
56 TOTAL TRANSIT (MEAS R)	1,086,589	1,210,859	1,233,372	944,456	1,282,430
61 EMPLOYEE BENEFIT					
61 3-4100 INTEREST ON INVESTMENT	635,242	608,282	-	-	-
61 3-4150 UNREALIZED GAIN/LOSS ON INVESTMENTS	(42,276)	47,801	-	-	-
TOTAL INVESTMENT EARNINGS	592,966	656,084	-	-	-
61 3-7403 CHARGE TO OTHER FUNDS	24,862,108	-	-	-	-
61 3-7417 W/C CHARGE TO OTHER FUNDS	-	-	-	1,175,358	-
TOTAL CHARGE TO CITY FUNDS	24,862,108	-	-	1,175,358	-
61 3-7531 RETIREES HEALTH INSUR	374,065	-	-	-	-
61 3-7532 COBRA HEALTH INSURANC	17,917	48	-	-	-
61 3-7540 MISC REIMBURSEMENTS	630	-	-	-	-
TOTAL REIMBURSEMENT FEES	392,612	48	-	-	-
61 3-7600 MISC REVENUE	1,159	20	-	-	-
TOTAL MISC REVENUE	1,159	20	-	-	-
61 5-9010 TRANSFER FROM GENERAL FUND-10	2,145,000	1,939,798	-	-	-
TOTAL TRANSFERS-IN	2,145,000	1,939,798	-	-	-
61 TOTAL EMPLOYEE BENEFIT	27,993,845	2,595,950	-	1,175,358	-
62 EQUIPMENT					
62 3-4150 UNREALIZED GAIN/LOSS ON INVESTMENTS	(42,276)	47,801	-	-	-
TOTAL INVESTMENT EARNINGS	(42,276)	47,801	-	-	-
62 3-5100 FEDERAL GRANTS	45,465	-	-	-	-
TOTAL FEDERAL GRANTS	45,465	-	-	-	-

FY 2015-16 Budget Revenue Summary

Description		Actuals FY 2012-13	Actuals FY 2013-14	Adopted FY 2014-15	YTD Actual 2015	Approved FY 2015-16
62	3-7130 SALE OF EQUIPMENT	12,723	(34,015)	-	34,362	-
	TOTAL SALE OF PROPERTY	12,723	(34,015)	-	34,362	-
62	3-7403 CHARGE TO OTHER FUNDS	1,719,884	2,617,143	1,399,260	698,364	2,499,900
	TOTAL CHARGE TO CITY FUNDS	1,719,884	2,617,143	1,399,260	698,364	2,499,900
62	3-7540 MISC REIMBURSEMENTS	-	25,566	-	-	-
	TOTAL REIMBURSEMENT FEES	-	25,566	-	-	-
62	3-7600 MISC REVENUE	17,768	12,449	-	2,128	-
	TOTAL MISC REVENUE	17,768	12,449	-	2,128	-
62	5-9010 TRANSFER FROM GENERAL FUND-10	-	1,154,239	-	-	-
	TOTAL TRANSFERS	-	1,154,239	-	-	-
62	TOTAL EQUIPMENT	1,753,565	3,823,183	1,399,260	734,854	2,499,900
65	CIVIC CENTR MAINT					
65	3-4100 INVESTMENT EARNINGS	(1,156)	5,412	-	-	-
65	3-4150 UNREALIZED GAIN/LOSS ON INVESTMENTS	(8,745)	4,457	-	-	-
	65 TOTAL INVESTMENT EARNINGS	(9,902)	9,869	-	-	-
65	3-7403 CHARGE TO OTHER FUNDS	1,149,947	1,149,947	1,149,947	862,460	1,150,000
	65 TOTAL CHARGE TO CITY FUNDS	1,149,947	1,149,947	1,149,947	862,460	1,150,000
65	TOTAL CIVIC CENTR MAINT	1,140,046	1,159,816	1,149,947	862,460	1,150,000
72	SEWER & STORM DRAIN					
72	3-4100 INVESTMENT EARNINGS	32,793	26,903	7,000	10,067	7,500
72	3-4150 UNREALIZED GAIN/LOSS ON INVESTMENTS	-	21,801	-	-	-
	TOTAL INVESTMENT EARNINGS	32,793	48,705	7,000	10,067	7,500
72	3-6340 SEWER SURCHARGE	1,680,378	1,535,763	1,550,000	955,591	1,550,000
	TOTAL ENVIRONMENTAL FEES	1,680,378	1,535,763	1,550,000	955,591	1,550,000
72	3-7540 MISC REIMBURSEMENTS	-	-	-	6,207	-
	TOTAL REIMBURSEMENT FEES	-	-	-	6,207	-
72	3-7600 MISC REVENUE	(17,441)	-	-	-	-
	TOTAL MISC REVENUE	(17,441)	-	-	-	-
72	5-9010 TRANSFERS FROM GENERAL FUND-10	106,858	114,896	123,006	92,259	130,011
72	5-9026 TRANSFER FROM GAS TAX FUND-26	457,402	442,585	522,500	391,878	546,250
72	5-9051 TRANSFER FROM WATER FUND-51	85,380	299,038	535,000	401,247	489,000
	TOTAL TRANSFERS	649,639	856,519	1,180,506	885,384	1,165,261
72	TOTAL SEWER & STORM DRAIN	2,345,369	2,440,987	2,737,506	1,857,249	2,722,761

FY 2015-16 Budget Revenue Summary

Description	Actuals FY 2012-13	Actuals FY 2013-14	Adopted FY 2014-15	YTD Actual 2015	Approved FY 2015-16
76 LIABILITY INSURANCE					
76 3-7403 CHARGE TO OTHER FUNDS	1,134,000	1,134,000	1,134,000	850,500	1,250,000
76 3-7417 W/C CHARGE TO OTHER FUNDS	-	1,828,386	-	-	-
TOTAL CHARGE TO CITY FUNDS	1,134,000	2,962,386	1,134,000	850,500	1,250,000
76 3-7540 MISC REIMBURSEMENTS					
	98	-	-	-	-
TOTAL REIMBURSEMENT FEES	98	-	-	-	-
76 3-7600 MISC REVENUE					
	-	485,324	-	-	-
TOTAL REVENUE	-	485,324	-	-	-
76 TOTAL LIABILITY INSURANCE	1,134,098	3,447,710	1,134,000	850,500	1,250,000
77 CATV					
77 3-1880 CABLE TV PEG	58,998	113,272	110,000	59,179	110,000
TOTAL OTHER TAXES	58,998	113,272	110,000	59,179	110,000
77 TOTAL CATV	58,998	113,272	110,000	59,179	110,000
78 ASSET FORFEITURE					
78 3-4100 INTEREST	57,831	-	-	-	-
78 3-4150 UNREALIZED GAIN/LOSS ON INVESTMENTS	(24,271)	-	-	-	-
TOTAL INVESTMENT EARNINGS	33,559	-	-	-	-
78 3-5421 JUSTICE DEPT REVENUE					
	2,068,539	1,292,770	-	1,068,559	750,000
TOTAL INTERGOVERNMENTAL REVENUE	2,068,539	1,292,770	-	1,068,559	750,000
78 TOTAL ASSET FORFEITURE	2,102,099	1,292,770	-	1,068,559	750,000
79 FIRESTONE HOUSING					
79 3-1110 PROP TAX-SECURED	(31,745)	-	-	-	-
79 3-1120 PROP TAX-UNSECURED	(8,246)	-	-	-	-
TOTAL PROPERTY TAXES	(39,991)	-	-	-	-
79 3-4100 INVESTMENT EARNINGS					
	(6,912)	-	-	-	-
79 3-4150 UNREALIZED GAIN/LOSS ON INVESTMENTS	(7,302)	-	-	-	-
TOTAL INVESTMENT EARNINGS	(14,214)	-	-	-	-
79 TOTAL FIRESTONE HOUSING	(54,205)	-	-	-	-
80 WOODRUFF HOUSING					
80 3-1110 PROP TAX-SECURED	(13,947)	-	-	-	-
80 3-1120 PROP TAX-UNSECURED	1,926	-	-	-	-
TOTAL PROPERTY TAXES	(12,021)	-	-	-	-

FY 2015-16 Budget Revenue Summary

Description	Actuals FY 2012-13	Actuals FY 2013-14	Adopted FY 2014-15	YTD Actual 2015	Approved FY 2015-16
80 3-4100 INVESTMENT EARNINGS	(4,382)	-	-	-	-
80 3-4150 UNREALIZED GAIN/LOSS ON INVESTMENTS	(4,630)	-	-	-	-
TOTAL INVESTMENT EARNINGS	(9,012)	-	-	-	-
80 TOTAL WOODRUFF HOUSING	(21,032)	-	-	-	-
81 REDEVELOPMNT OBLIGATION RETIREMENT FUND					
81 3-1110 PROP TAX-SECURED	241,114	590,404	838,435	-	744,669
TOTAL PROPERTY TAXES	241,114	590,404	838,435	-	744,669
81 TOTAL REDEVELOPMNT OBLIGATION RETIREMENT FU	241,114	590,404	838,435	-	744,669
82 1913 ACT					
82 3-4100 INVESTMENT EARNINGS	(491)	1,018	-	-	-
82 3-4150 UNREALIZED GAIN/LOSS ON INVESTMENTS	-	711	-	-	-
TOTAL INVESTMENT EARNINGS	(491)	1,729	-	-	-
82 TOTAL 1913 ACT	(491)	1,729	-	-	-
83 AMEND NO 4 HOUSING					
83 3-1110 PROP TAX-SECURED	(43,130)	-	-	-	-
83 3-1120 PROP TAX-UNSECURED	(1,919)	-	-	-	-
TOTAL PROPERTY TAXES	(45,049)	-	-	-	-
83 3-4100 INVESTMENT EARNINGS	(2,643)	-	-	-	-
83 3-4150 UNREALIZED GAIN/LOSS ON INVESTMENTS	(2,409)	-	-	-	-
TOTAL INVESTMENT EARNINGS	(5,052)	-	-	-	-
83 3-7710 SUBSIDY LOAN REFUNDS	-	-	-	43,345	-
TOTAL LOANS AND LOAN PROCEEDS	-	-	-	43,345	-
83 TOTAL AMEND NO 4 HOUSING	(50,100)	-	-	43,345	-
84 SUCCESSOR AGENCY - HOUSING					
84 3-4100 INVESTMENT EARNINGS	45,708	9,245	-	1,272	7,255
TOTAL INVESTMENT EARNINGS	45,708	9,245	-	1,272	7,255
84 3-4200 RENTS & CONCESSIONS	39,879	39,794	39,804	29,853	39,800
TOTAL RENTS & CONCESSIONS	39,879	39,794	39,804	29,853	39,800
84 3-7710 SUBSIDY LOAN REFUND	68,195	215,533	-	36,460	38,195
TOTAL LOANS AND LOAN PROCEEDS	68,195	215,533	-	36,460	38,195
84 TOTAL SUCCESSOR AGENCY - HOUSING	153,782	264,572	39,804	67,585	85,250

FY 2015-16 Budget Revenue Summary

Description	Actuals FY 2012-13	Actuals FY 2013-14	Adopted FY 2014-15	YTD Actual 2015	Approved FY 2015-16
86 AMND NO 4 PROGRAM					
86 3-4100 INVESTMENT EARNINGS	753	-	-	-	-
86 3-4150 UNREALIZED GAIN/LOSS ON INVESTMENTS	(874)	-	-	-	-
TOTAL INVESTMENT EARNINGS	(120)	-	-	-	-
86 5-9091 TRANSFER FROM REDEVELOPMENT AGENCY	-	182,806	-	-	-
TOTAL TRANSFERS	-	182,806	-	-	-
86 TOTAL AMND NO 4 PROGRAM	(120)	182,806	-	-	-
87 AMENDMENT #4 - DEBT SVC					
87 3-1110 PROP TAX-SECURED	43,130	-	-	-	-
87 3-1120 PROP TAX-UNSECURED	1,919	-	-	-	-
TOTAL PROPERTY TAXES	45,049	-	-	-	-
87 3-4100 INTEREST ON INVESTMENT	(4,248)	-	-	-	-
87 3-4150 UNREALIZED GAIN/LOSS ON INVESTMENTS	(4,496)	-	-	-	-
TOTAL INVESTMENT EARNINGS	(8,743)	-	-	-	-
87 TOTAL AMENDMENT #4 - DEBT SVC	36,305	-	-	-	-
89 WOODRUFF PROGRAM					
89 3-4100 INVESTMENT EARNINGS	397	-	-	-	-
89 3-4150 UNREALIZED GAIN/LOSS ON INVESTMENTS	(195)	-	-	-	-
TOTAL INVESTMENT EARNINGS	203	-	-	-	-
89 TOTAL WOODRUFF PROGRAM	203	-	-	-	-
90 WOODRUFF DEBT SERV					
90 3-1110 PROP TAX-SECURED	13,947	-	-	-	-
90 3-1120 PROP TAX-UNSECURED	(1,926)	-	-	-	-
TOTAL PROPERTY TAXES	12,021	-	-	-	-
90 3-4100 INVESTMENT EARNINGS	168	-	-	-	-
90 3-4150 UNREALIZED GAIN/LOSS ON INVESTMENTS	176	-	-	-	-
TOTAL INVESTMENT EARNINGS	344	-	-	-	-
90 TOTAL WOODRUFF DEBT SERV	12,365	-	-	-	-
91 REDEVELOPMENT AGY					
91 3-1110 PROP TAX-SECURED	-	1,387,383	-	-	-
TOTAL PROPERTY TAXES	-	1,387,383	-	-	-

FY 2015-16 Budget Revenue Summary

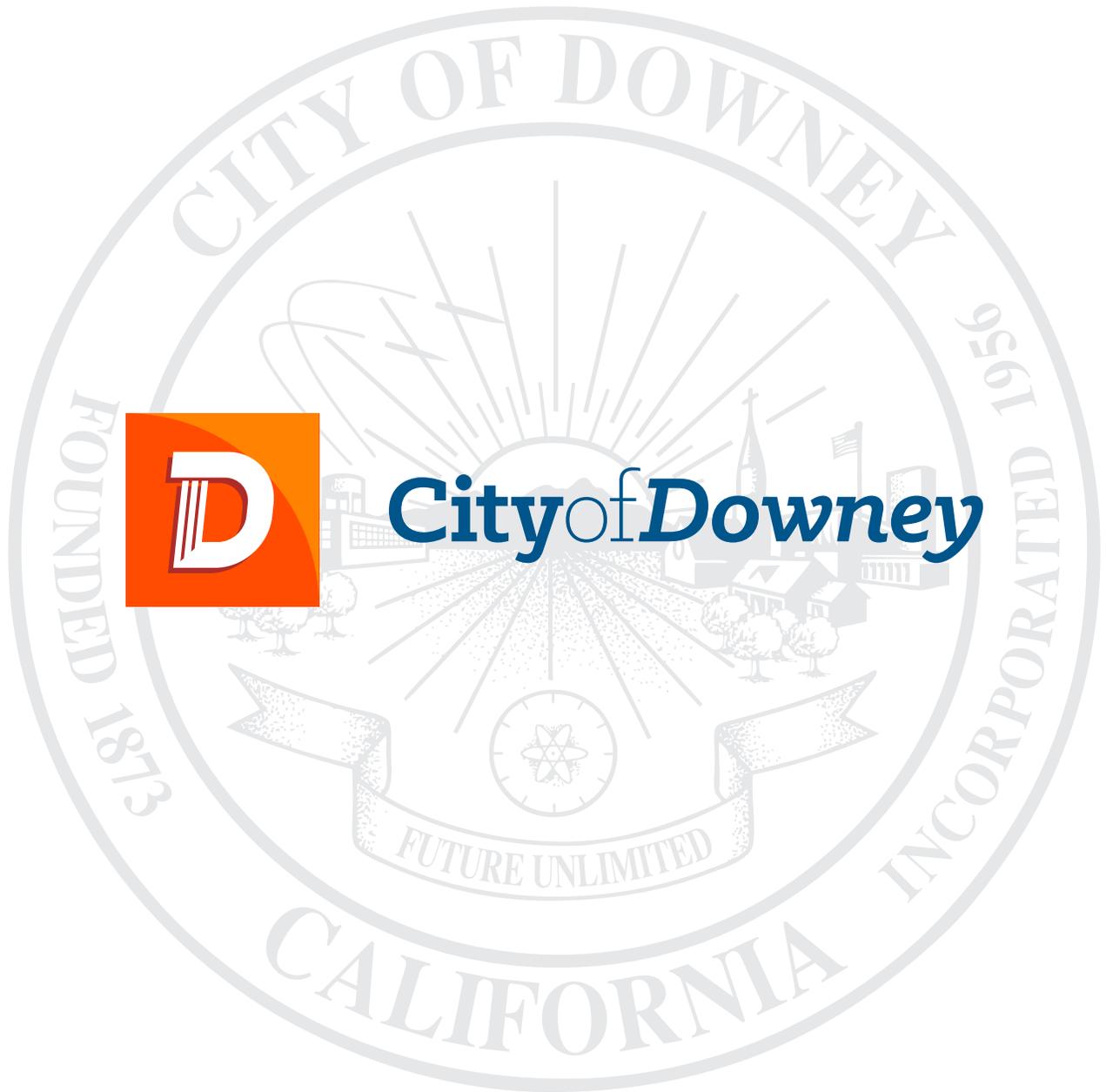
Description	Actuals FY 2012-13	Actuals FY 2013-14	Adopted FY 2014-15	YTD Actual 2015	Approved FY 2015-16
91 3-4100 INVESTMENT EARNINGS	1,944	-	-	3,310	-
91 3-4150 UNREALIZED GAIN/LOSS ON INVESTMENTS	4,148	-	-	-	-
TOTAL INVESTMENT EARNINGS	6,092	-	-	3,310	-
91 TOTAL REDEVELOPMENT AGY	6,092	1,387,383	-	3,310	-
93 CRA DEBT SERVICE					
93 3-1110 PROP TAX-SECURED	31,745	-	-	-	-
93 3-1120 PROP TAX-UNSECURED	8,246	-	-	-	-
93 TOTAL PROPERTY TAXES	39,991	-	-	-	-
93 3-4100 INVESTMENT EARNINGS	(2,320)	216	-	-	-
93 3-4150 UNREALIZED GAIN/LOSS ON INVESTMENTS	(2,457)	-	-	-	-
93 TOTAL INVESTMENT EARNINGS	(4,777)	216	-	-	-
93 3-7610 INT INCOME BOND TRUST	19,458	58,375	-	38,917	-
93 TOTAL MISC REVENUE	19,458	58,375	-	38,917	-
93 5-9081 TRANSFER FM REDEVMT OBLIGATN RETIRE FUND	724,456	904,606	635,435	-	634,419
93 TOTAL TRANSFERS	724,456	904,606	635,435	-	634,419
93 TOTAL CRA DEBT SERVICE	779,128	963,197	635,435	38,917	634,419
95 SEAACA					
95 3-2711 DOG LICENSE LAKEWOOD	171,393	142,608	-	132,114	-
95 3-2712 DOG LICENSE SOUTH GATE	254,470	172,531	-	167,344	-
95 3-2713 DOG LICENSE BELLFLOWER	165,871	136,858	-	121,171	-
95 3-2723 DOG LICENSE BUENA PARK	181,068	119,323	-	118,275	-
95 3-2724 DOG LICENSE LA PALMA	28,961	21,396	-	18,983	-
95 3-2725 DOG LICENSE DOWNEY	-	526	-	167,703	-
95 3-2726 DOG LICENSE LA PALMA	-	3,588	-	80,764	-
95 3-2727 DOG LICENSE S. EL MONTE	-	3,182	-	35,204	-
95 3-2731 CASH SHORT AND OVER	(356)	(84)	-	29	-
95 3-2750 TEMP SOUTH GATE LICENCE	-	37,274	-	-	-
95 3-2751 TEMP LAKEWOOD LICENSE	-	42,725	-	-	-
95 3-2752 TEMP BUENA PARK LICENSE	0	28,053	-	-	-
95 3-2753 TEMP LA PALMA LICENSE	-	8,255	-	-	-
95 3-2754 TEMP MONTEBELLO LICENSE	-	133,503	-	128,747	-
TOTAL ANIMAL PERMITS	801,405	849,736	-	970,334	-

FY 2015-16 Budget Revenue Summary

Description		Actuals FY 2012-13	Actuals FY 2013-14	Adopted FY 2014-15	YTD Actual 2015	Approved FY 2015-16
95	3-2831 SAAC BOARD FEES	30,975	27,731	-	24,033	-
95	3-2832 SAAC IMPOUND FEES	50,291	53,231	-	40,366	-
95	3-2833 SAAC ANIMAL SALES	82,656	95,365	-	86,506	-
95	3-2836 CAT TRAP RENTAL	5,638	5,166	-	2,796	-
95	3-2837 SAAC MISC FEES	(213)	297	-	259	-
95	3-2838 VETERINARY SERVICES	695,467	682,527	-	508,565	-
95	3-2839 ANIMAL ITEMS SALES	8,122	10,987	-	3,484	-
95	3-2841 FIELD RELINQUISH FEES	32,417	40,056	-	28,902	-
95	3-2844 SHELTER RELINQUISH FE	94,996	98,532	-	58,590	-
95	3-2876 CAT TRAP FORFEITED	48	50	-	255	-
TOTAL SPECIAL PERMITS		1,000,397	1,013,943	-	753,756	-
95	3-2970 SEAACA RESTITUTION	3,982	-	-	7	-
TOTAL		3,982	-	-	7	-
95	3-4100 INVESTMENT EARNINGS	19,626	10,074	-	6,029	-
95	3-4150 UNREALIZED GAIN/LOSS ON INVESTMENTS	(17,762)	5,640	-	-	-
TOTAL INVESTMENT EARNINGS		1,864	15,714	-	6,029	-
95	3-6810 PICO RIV AN CNTR REIM	179,397	187,425	-	197,368	-
95	3-6820 NORWALK AN CNTR REIM	300,228	312,974	-	329,487	-
95	3-6830 DOWNEY AN CNTR REIM	318,651	332,645	-	350,292	-
95	3-6850 BELL GRDNS AN CNTR SV	119,936	125,189	-	131,841	-
95	3-6860 MONTEBELLO AN CNTR SVCS	178,514	186,393	-	196,298	-
95	3-6870 SOUTH EL MONTE SVCS	57,340	66,169	-	63,116	-
95	3-6871 VERNON AN CNTR SVCS	13,454	14,797	-	6,510	-
95	3-6872 LAKEWOOD AN CNTR SVCS	301,036	320,237	-	350,191	-
95	3-6873 BELLFLOWER ANIMAL SRV	305,740	323,489	-	351,178	-
95	3-6874 SOUTH GATE ANIMAL SRV	367,760	403,205	-	440,777	-
95	3-6890 SANTA FE SPRGS AN SVC	46,905	49,607	-	53,608	-
95	3-6891 PARAMOUNT AN CTR SVCS	154,405	161,141	-	170,108	-
95	3-6892 LICENSE CANVASS MEMBER CITIES	116,000	191,067	-	226,340	-
95	3-6893 PARAMOUNT-ACO	35,392	38,931	-	55,000	-
95	3-6896 BUENA PARK-ANIMAL CNTR SVC	480,477	168,148	-	366,492	-
95	3-6897 LA PALMA ANIMAL CNTRL SVCS	64,454	70,043	-	75,966	-
TOTAL POLICE COMPUTER SRVCS		3,039,688	2,951,459	-	3,364,572	-
95	3-7130 SALE OF EQUIPMENT	1,191	-	-	-	-
TOTAL SALE OF PROPERTY		1,191	-	-	-	-
95	3-7600 MISCELLANEOUS REVENUE	(7,757)	23	-	133	-
95	3-7608 MISC CONTRIBUTIONS AND DONATIONS	32,843	32,229	-	28,750	-
TOTAL MISC REVENUE		25,087	32,253	-	28,883	-
95 TOTAL SEAACA		4,873,613	4,863,105	-	5,123,581	-

FY 2015-16 Budget Revenue Summary

Description	Actuals FY 2012-13	Actuals FY 2013-14	Adopted FY 2014-15	YTD Actual 2015	Approved FY 2015-16
96 SEAACA GRANT					
96 3-6810 PICO RIVERA AN CTR	24,490	24,490	-	24,490	-
96 3-6850 BELL GRDNS AN CNTR SV	25,162	25,162	-	25,162	-
96 3-6860 MTBELLO AN CNTR SVCS	35,716	35,716	-	35,716	-
96 3-6870 SOUTH EL MONTE SVCS	12,498	6,249	-	12,498	-
TOTAL POLICE COMPUTER SRVCS	97,867	91,618	-	97,867	-
96 TOTAL SEAACA GRANT	97,867	91,618	-	97,867	-
97 CEMETERY DISTRICT					
97 3-1110 PROP TAX-SECURED	62,539	61,752	61,500	-	-
97 3-1120 PROP TAX-UNSECURED	2,468	2,526	-	-	-
97 3-1170 SUPPLEMENTAL PROP TAX	898	1,560	-	-	-
97 TOTAL PROPERTY TAXES	65,905	65,838	61,500	-	-
97 3-4100 INVESTMENT EARNINGS	2,962	1,897	-	5	-
97 3-4150 UNREALIZED GAIN/LOSS ON INVESTMENTS	(369)	210	-	-	-
97 TOTAL INVESTMENT EARNINGS	2,593	2,108	-	5	-
97 3-7730 CEMETERY REVENUE	7,901	4,884	-	4,900	-
97 TOTAL LOANS AND LOAN PROCEEDS	7,901	4,884	-	4,900	-
97 TOTAL CEMETERY DISTRICT	76,399	72,829	61,500	4,905	-
98 CEMETERY ENDOWMENT					
98 3-7731 CEMETERY ENDOWMENT FEE	-	48	-	340	-
98 TOTAL LOANS AND LOAN PROCEEDS	-	48	-	340	-
98 TOTAL CEMETERY ENDOWMENT	-	48	-	340	-
GRAND TOTAL	143,495,191	145,566,636	137,260,735	82,065,705	145,142,380

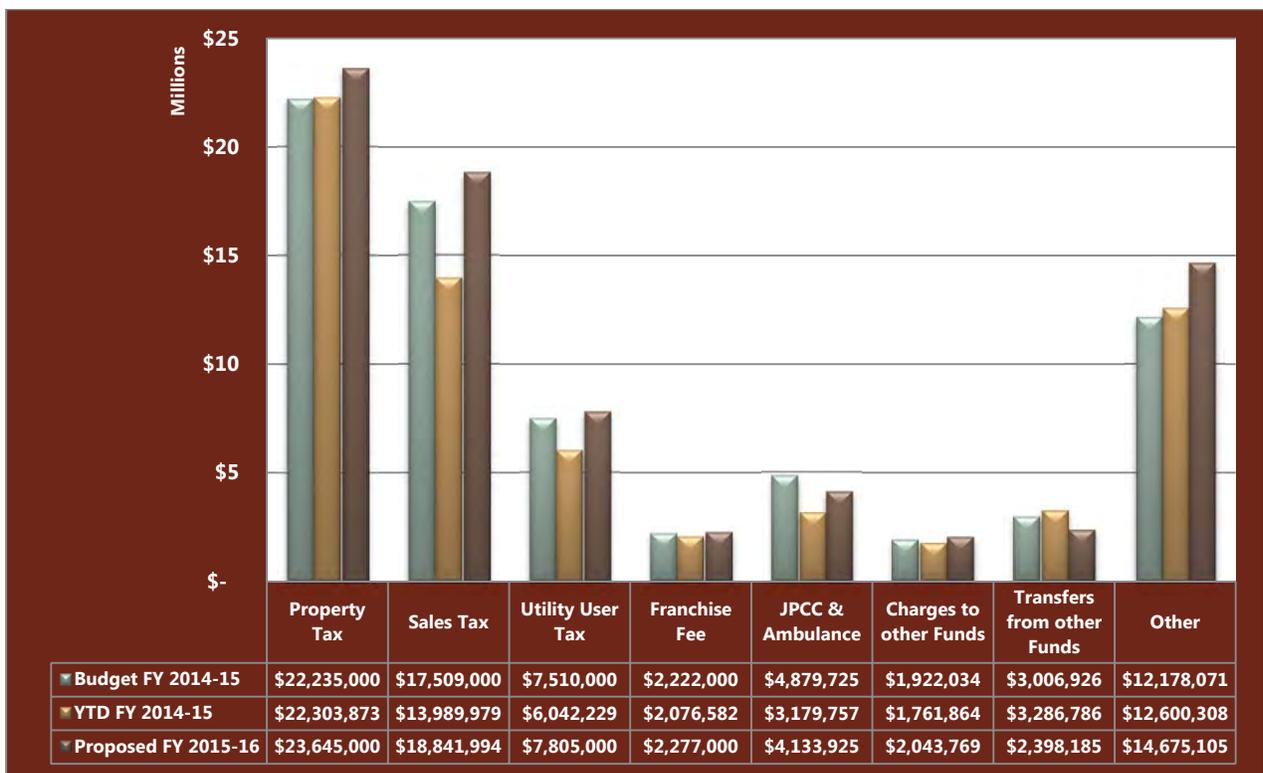


Revenue

General Fund

General Fund revenues including transfers-in are projected to increase by 6.10% from last year's budget. The revenue situation is shown on the chart below. To provide a more meaningful comparison of revenue expectations, the following descriptions compare the 2014-2015 budget revenues to the 2015-2016 budget revenues. Overall, Revenues are projected to be 6% higher than the prior year, and the corresponding General Fund appropriations are projected to be higher 6% compared with prior year which is \$4,318,022.

General Fund Revenue Type By Fiscal Year

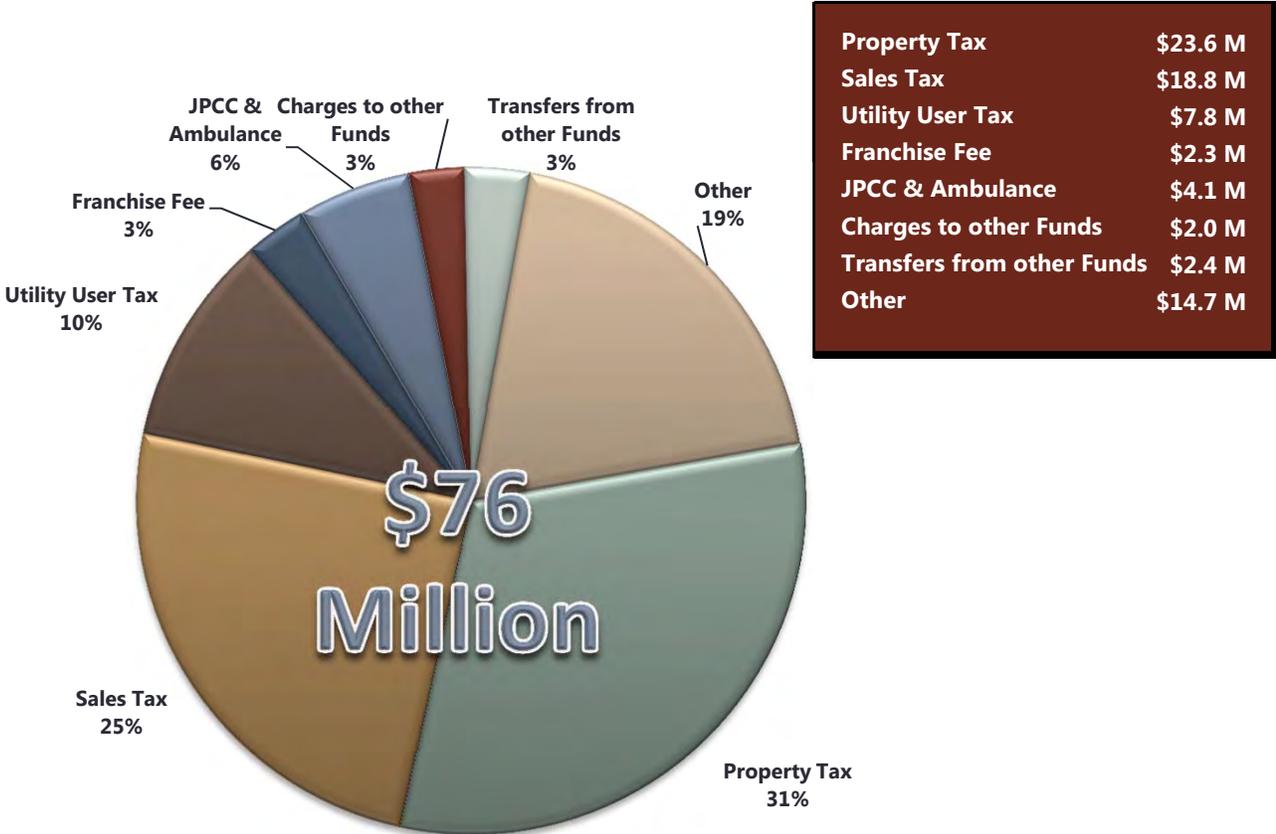


Transfers-in are projected to decrease 20.24%. Transfers-in are funds the General Fund receives from other City funds to reimburse for qualified costs.

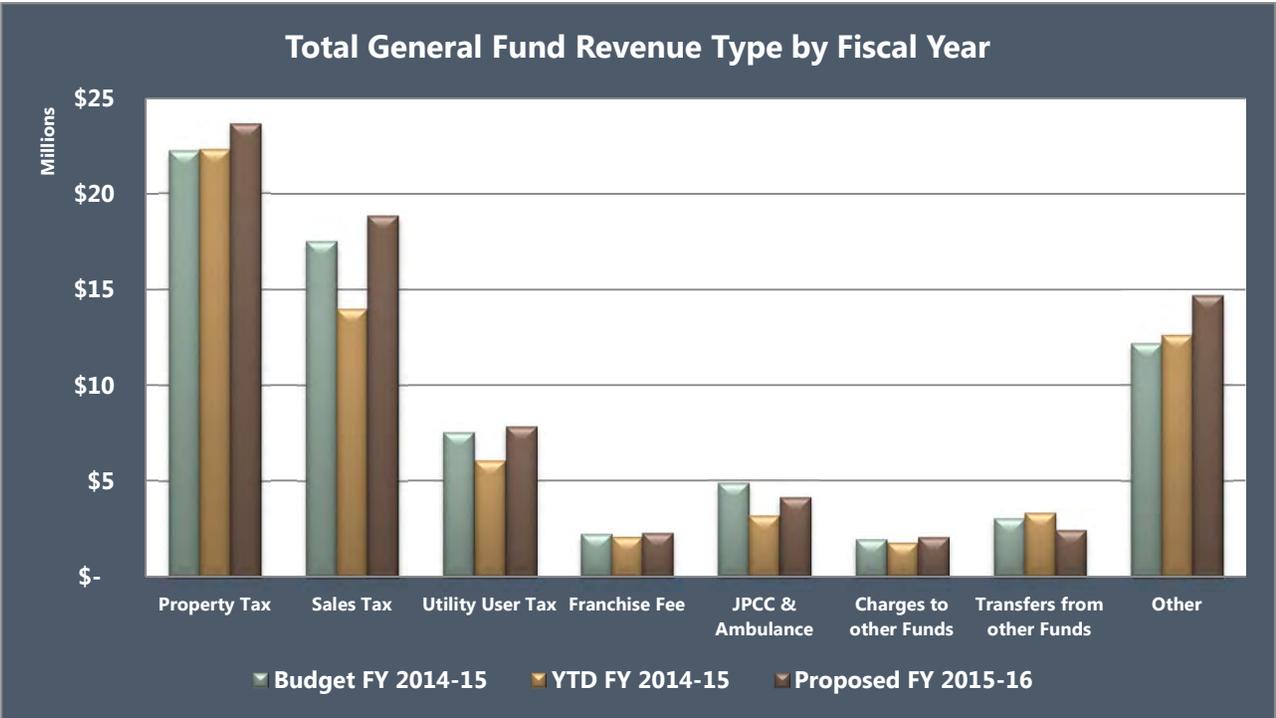
Fund	FY 2014-15	FY 2015-16
Gas Tax Fund	\$1,556,535	\$1,491,716
CDBG Fund	208,215	206,469
Water Fund	700,000	700,000
Golf Fund	542,176	-
Total Transfers-In	\$3,006,926	\$2,398,185

Revenue

Total General Fund Revenue Proposed FY 2015-2016



Property Tax	\$23.6 M
Sales Tax	\$18.8 M
Utility User Tax	\$7.8 M
Franchise Fee	\$2.3 M
JPCC & Ambulance	\$4.1 M
Charges to other Funds	\$2.0 M
Transfers from other Funds	\$2.4 M
Other	\$14.7 M



Revenue

Major Revenue Sources and Basis for Estimates

In Fiscal Year 2015-16, overall revenue estimates are up 6% compared with last year's total revenue of \$4,357,222. We expect this trend will continue for the next several years, as detailed in the basis for estimates in the next several pages.

	FY 2014-15 Budget	FY 2015-16 Budget	Change
Property Tax	\$22,235,000	23,645,000	5.96%
Sales Tax	17,509,000	18,841,994	7.07%
Transient Occupancy Tax	1,150,000	1,200,000	4.17%
Real Property Transfer Tax	240,000	250,000	4.00%
Utility Users Tax	7,510,000	7,805,000	3.78%
Business Registrations	1,111,000	1,211,000	8.26%
Construction Related Permits	878,500	1,030,000	14.71%
Fines and Forfeitures	1,338,000	1,388,000	3.60%
Interest Income	350,000	350,000	0.00%
Charges for Services and Programs	6,918,725	6,979,342	0.87%

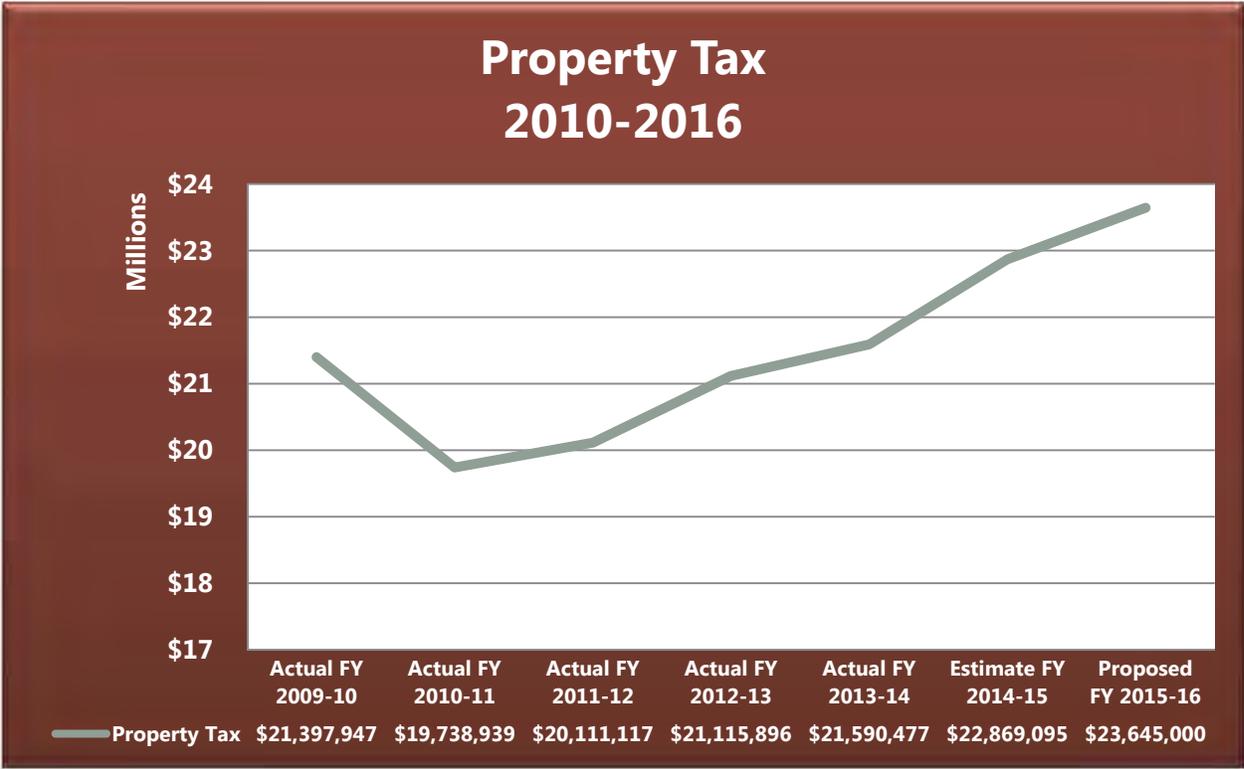
The following are the major revenue sources and basis for estimates for the General Fund. These revenue sources comprise over 79% of the City's General Fund Revenues. Other Revenues not detailed here are estimated on local trends and historical data.

Revenue

Major Revenue Sources and Basis for Estimates

Property Tax

Property Tax remains the largest component of General Fund revenues (31.1% of total) and is expected to increase by 3.5% in FY 2014-15. Steady growth is expected in FY 2015-16 and beyond due to an improving housing market. Property tax is estimated based on past data, local economic trends and independent third party analysis.

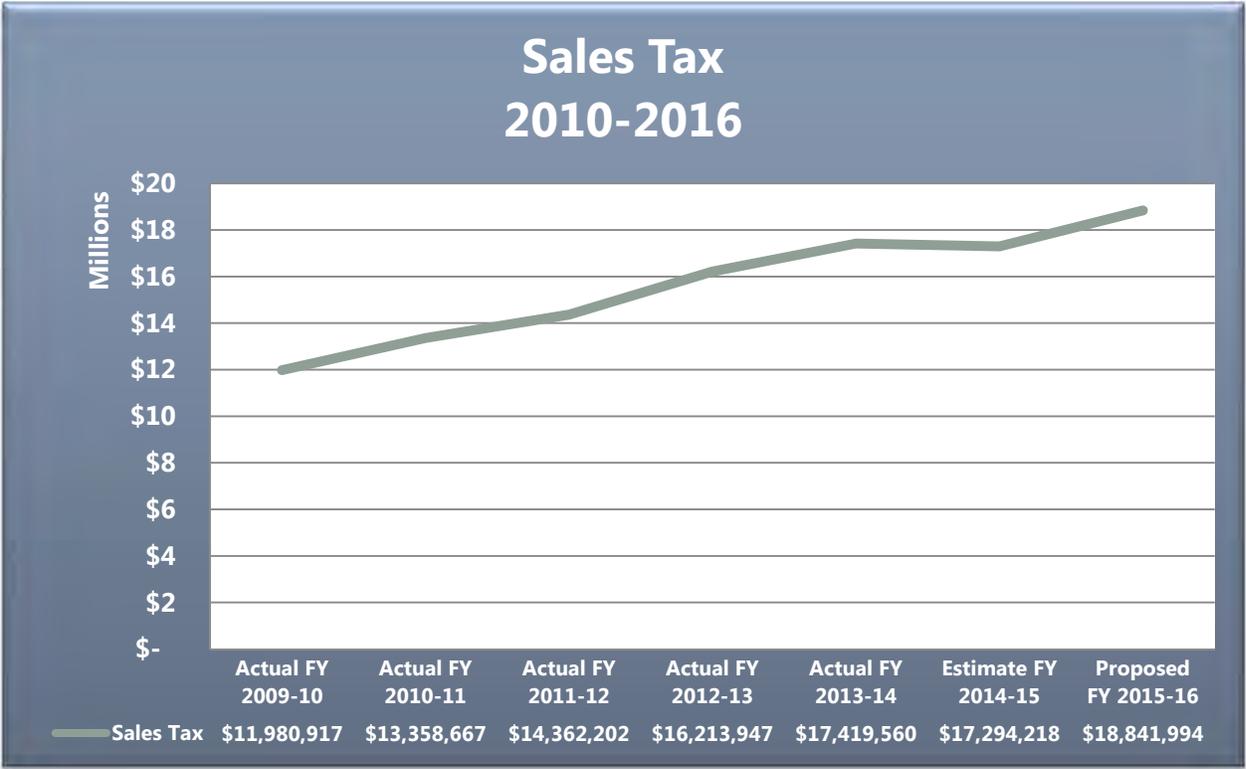


Revenue

Major Revenue Sources and Basis for Estimates

Sales and Use Tax

Now a few years post-recession, the City is still experiencing steady increase in sales and use tax revenue. At some point, sales tax is going to level off after the pent-up demands of the automobiles are met. However, for FY 2015-16, this tax is forecasted to increase by 6.7%. Sales tax is estimated based on past data, local economic trends and third party analysis.

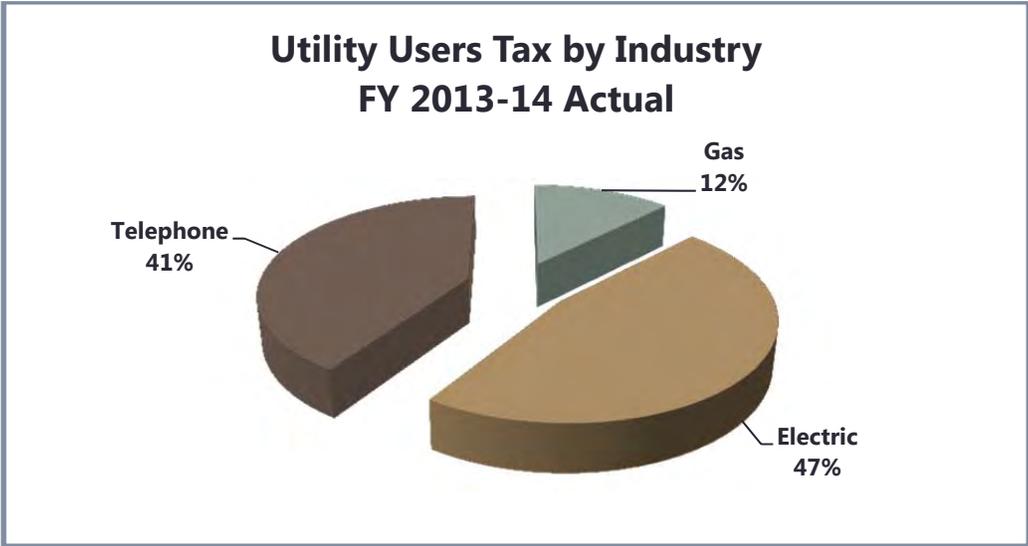
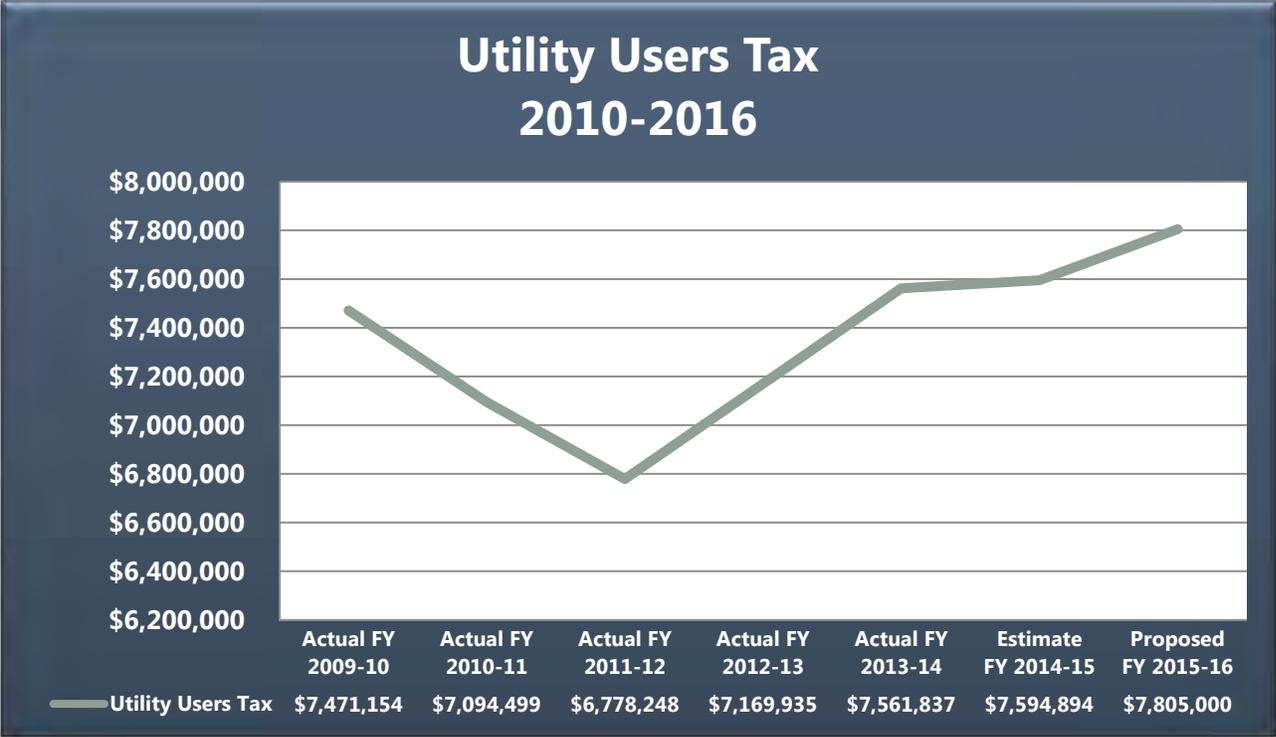


Revenue

Major Revenue Sources and Basis for Estimates

Utility Users Tax

Utility Users Tax is the third largest revenue generator for the city. This tax is generated by gas, electric and telecommunications and is expected to increase by 4.9% or \$352,000. The major increase is in telecommunications. The estimates for increase are based on past and current data and trend analysis.

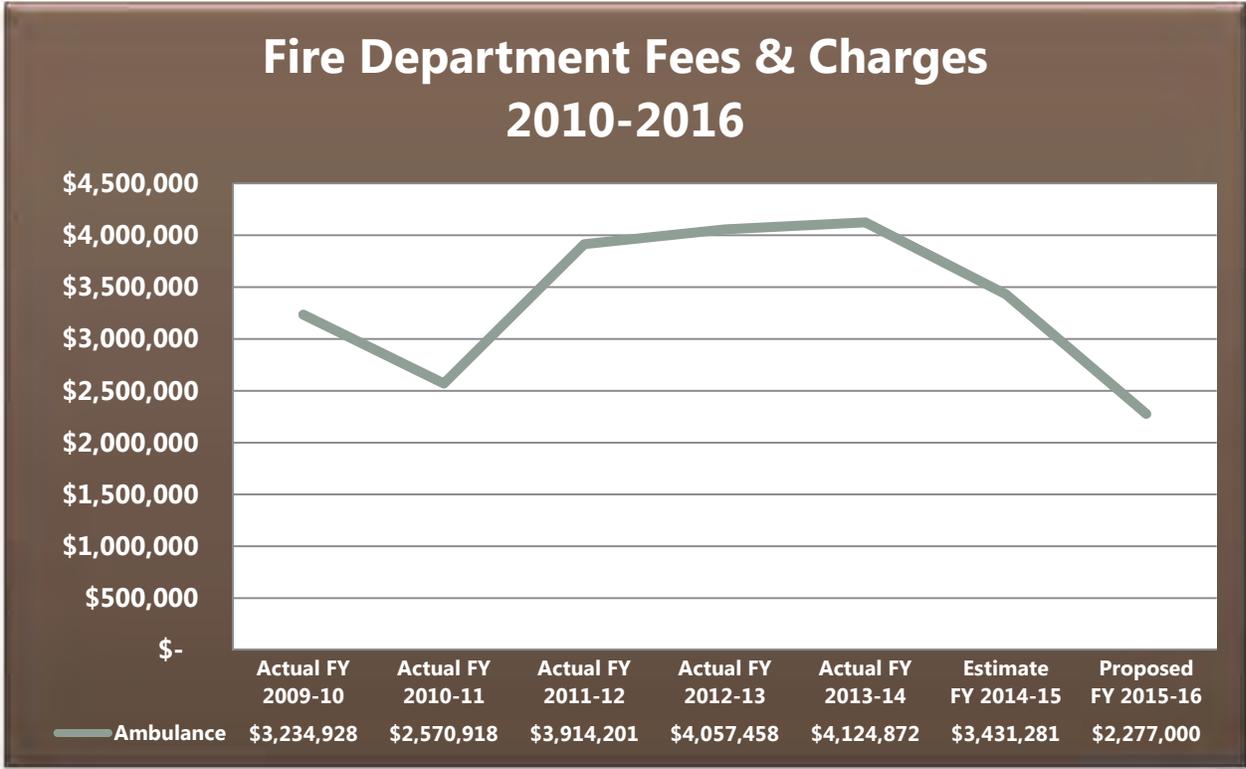


Revenue

Major Revenue Sources and Basis for Estimates

Fire Department Fees

Fire Department Fees are the fourth largest revenue source. City of Downey's Fire Department provides emergency transport or ambulances services in the city's Communications and Dispatch Services Center to four neighboring cities for a fee. Emergency Transport Service revenue is expected to increase by \$500,000 or 15% compared with last year because the hiring of six additional ambulance drivers will allow the city to assist more patients. Fees for Communication and Dispatch Services will remain the same.

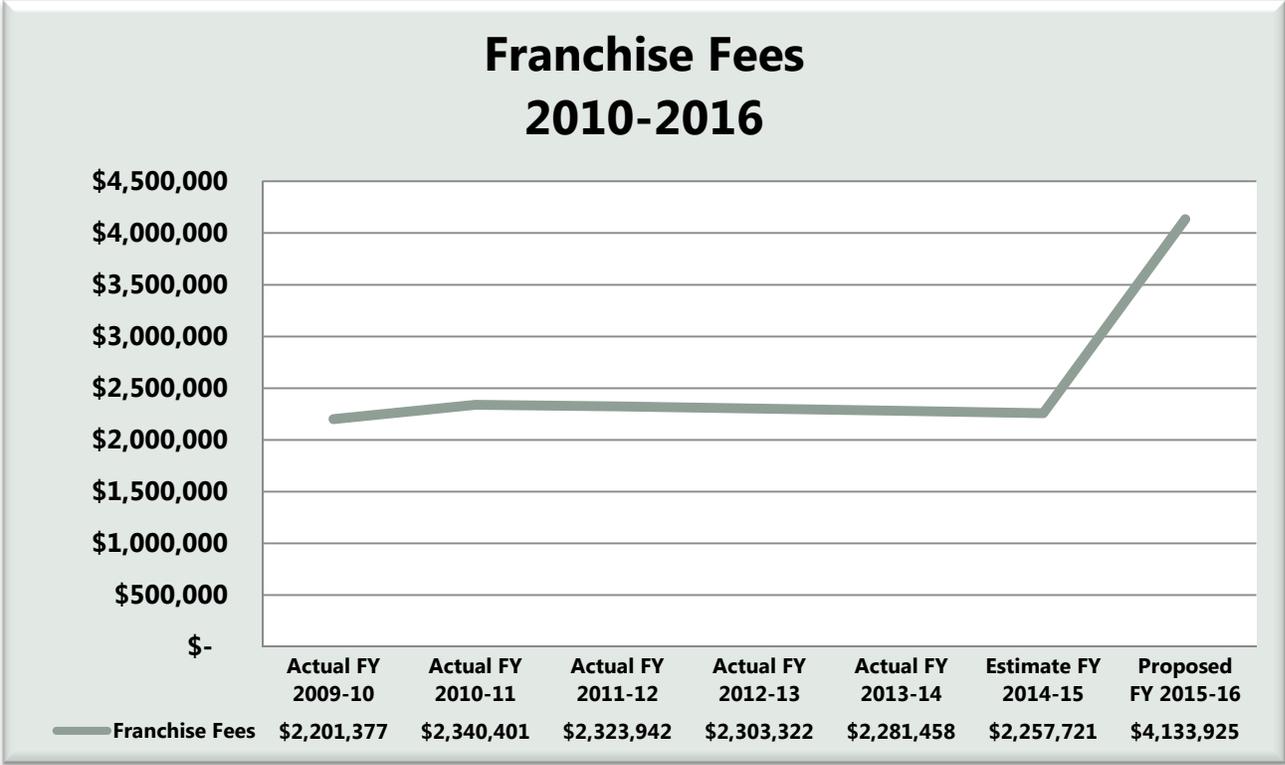


Revenue

Major Revenue Sources and Basis for Estimates

Franchise Tax

This tax is paid by local gas, electric, cable TV, rubbish and other utility companies. This tax is expected to remain steady in Fiscal Year 2015-16 from the prior year estimate.

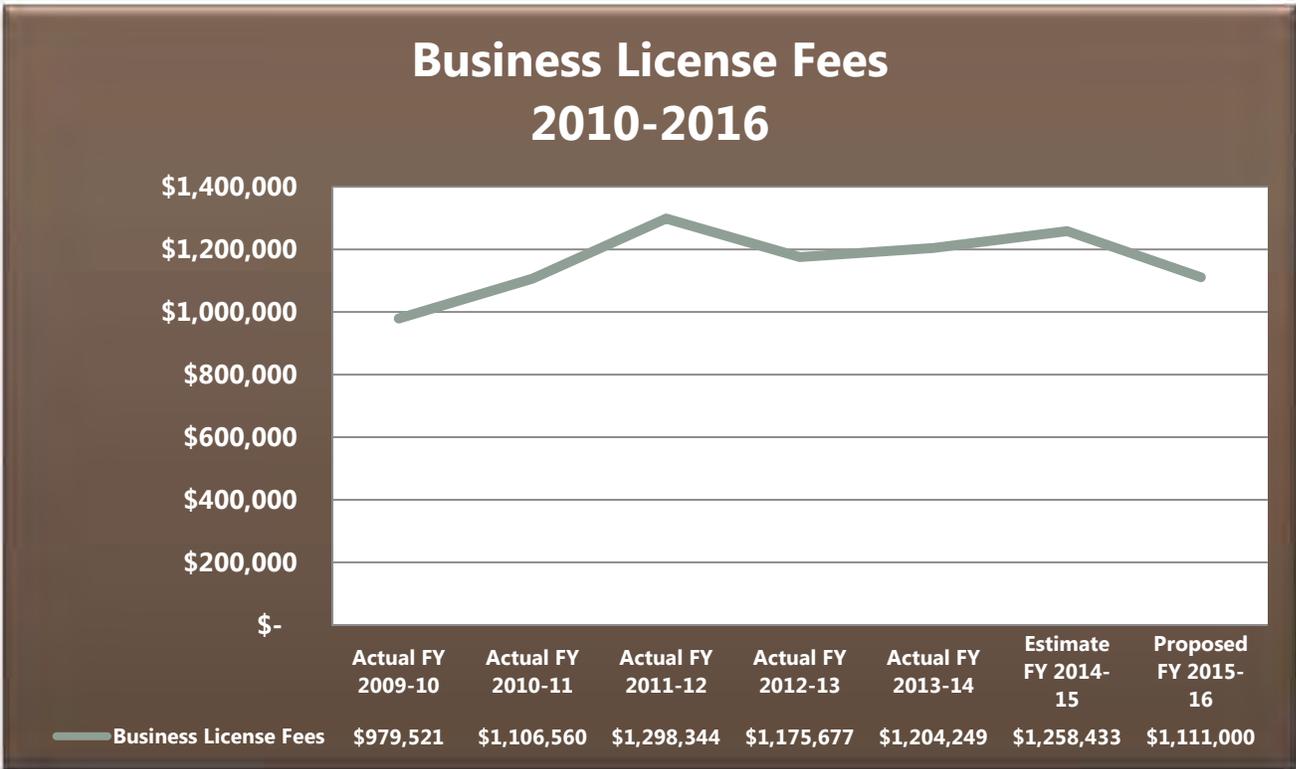


Revenue

Major Revenue Sources and Basis for Estimates

Business License Fees

The City issues over 4,000 business licenses annually, and revenue from this tax is based primarily on gross receipts reported. This tax is expected to remain steady in the Fiscal Year 2015-16 from prior year estimates.

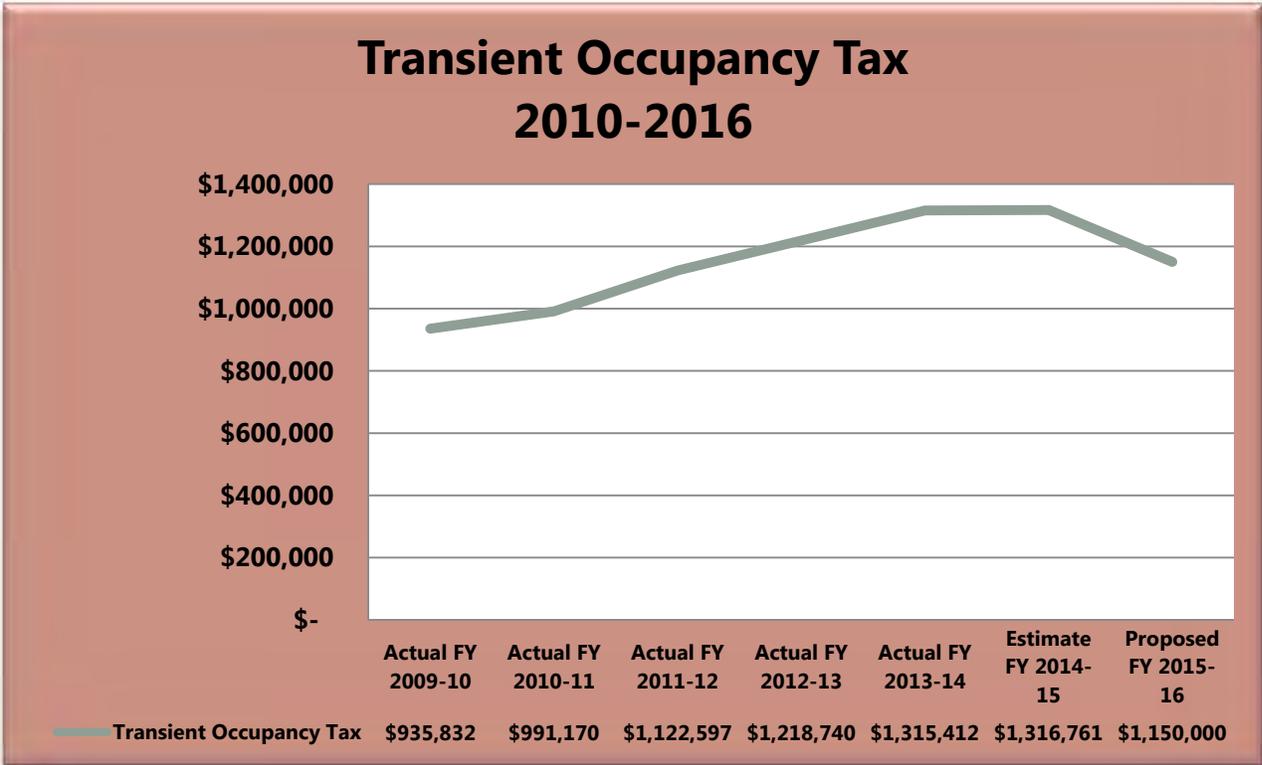


Revenue

Major Revenue Sources and Basis for Estimates

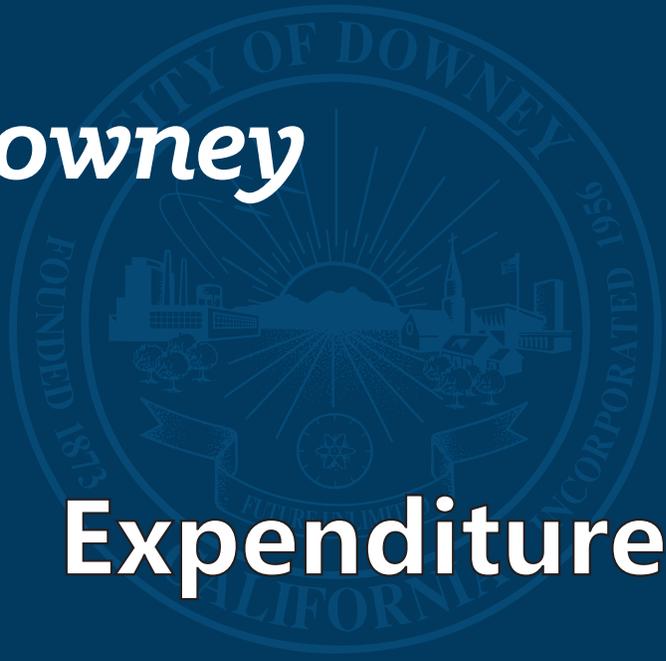
Transient Occupancy Tax

The City levies a 9% Transient Occupancy Tax on hotel/ motel rooms. This tax is expected to increase 10% or \$100,000 with prior year budgeted amount. This tax is estimated based on local economic trends, research with individual properties and historical data.





City of Downey



Expenditures

General Fund Expenditures
Enterprise Funds & Special Revenue
Grant Funds



Expenditures

FY 2015-2016 Expenditures

As previously described in the "Budget Introduction and Overview" section, the operating budget for the City includes city-wide and fund-specific information in addition to department-specific information. The City Council of the City of Downey has directed staff to propose balanced budgets, meaning that the proposed expenditures are less than or equal to the anticipated revenues in a fiscal year (July 1 through June 30). The chart immediately following this page is a summary of the financial requirements necessary for City activities and operations, outlined per account, with the anticipated revenue for each account. Following this overview is a narrative explanation of the planned expenditures for the City's Enterprise Funds and Special Revenue and Grant Funds. Finally, there is a brief narrative overview of General Fund expenditures, which comprise 49% of the City's overall budget, and charts which characterize the expenditures. These expenditures are described in even greater detail in the department tabs which follow this section.

Summary of Resources & Requirements by Fund

Fund	Amount
General & Reserve Funds	\$80,841,781
Special Revenue & Capital Funds	38,131,663
Grant Funds	3,053,507
Enterprise Funds	38,472,881
Successor Agencies	1,464,338
Total City Budget	\$161,964,170
Internal Service Funds	2,349,052
Grand Total	\$164,313,222

The 2015-16 General Fund expenditures are proposed to change as shown in the following pages.

Expenditures

FY 2015-2016 General Fund

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
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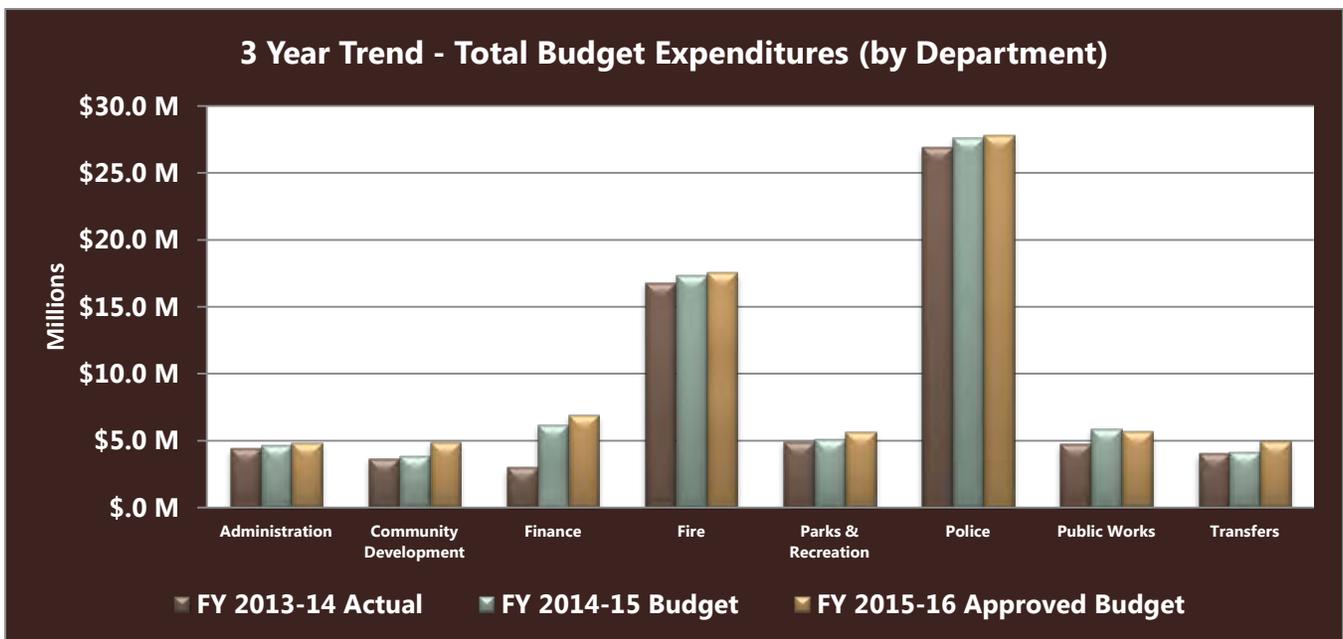
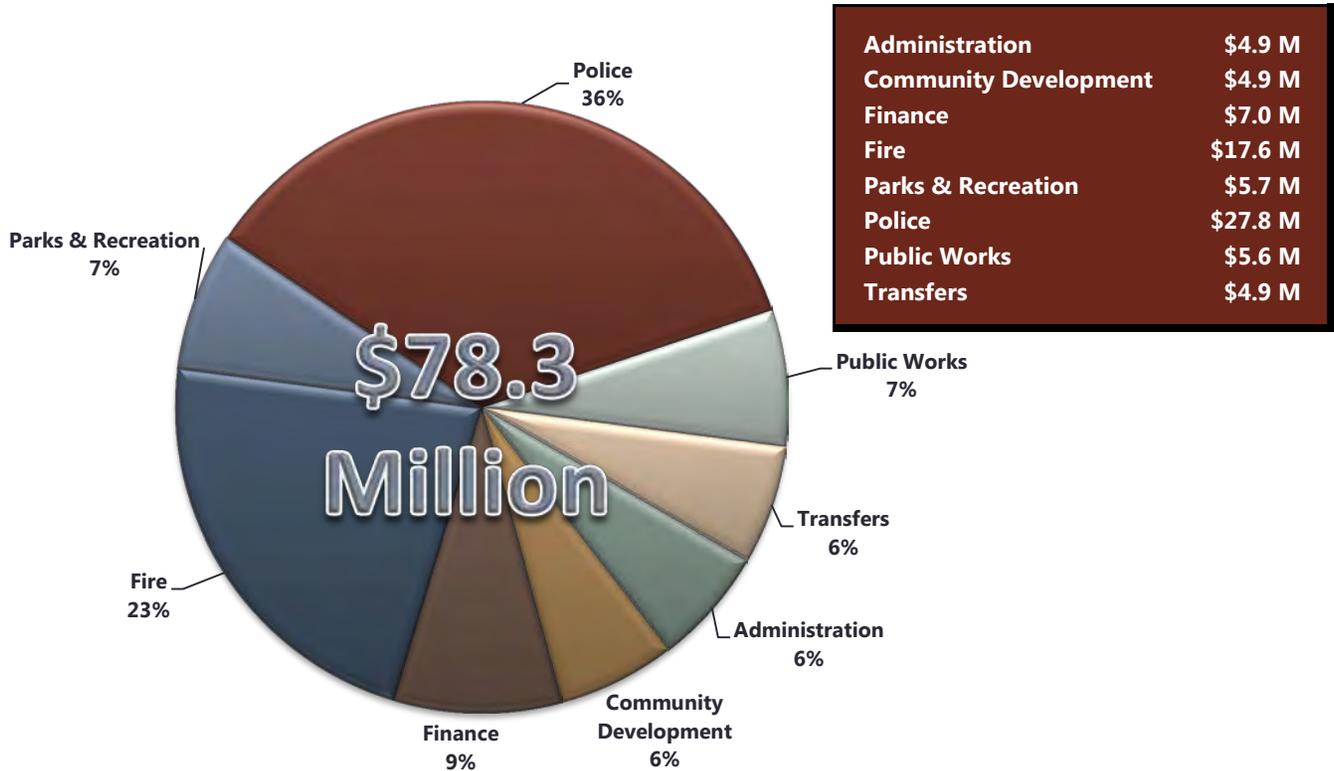
By Type					
Personnel Services	\$ 49,732,374	\$ 48,714,484	\$ 52,688,472	\$ 46,682,781	\$ 52,605,532
Operation Materials & Supplies	6,170,419	7,292,301	7,556,901	6,005,735	8,336,992
Contract & Professional Services	3,632,288	4,508,897	4,809,743	4,155,131	4,906,714
Indirect Costs	3,501,958	3,885,958	2,651,017	2,291,493	3,884,715
Capital Improvement					
Employee Benefits	1,779,314	70,909	2,881,754	2,104,890	3,573,893
Capital Outlay	5,764	63,219	80,342	84,608	81,400
Transfers	3,077,545	4,035,839	4,125,919	862,519	4,905,509
Total General Fund by Category	\$ 67,899,661	\$ 68,571,605	\$ 74,794,148	\$ 62,187,156	\$ 78,294,755

By Department					
Administration	\$ 4,134,387	\$ 4,416,884	\$ 4,619,634	\$ 4,087,966	\$ 4,855,900
Community Development	3,768,906	3,693,814	3,832,097	3,638,674	4,880,887
Finance	4,686,837	2,991,467	6,195,545	4,339,186	6,957,861
Fire	16,355,590	16,841,060	17,352,984	14,674,065	17,551,460
Parks & Recreation	4,805,361	4,948,741	5,083,877	5,038,862	5,704,743
Police	26,887,603	26,875,470	27,670,978	25,147,659	27,795,535
Public Works	4,183,433	4,768,329	5,913,114	4,398,225	5,642,860
Transfers	3,077,545	4,035,839	4,125,919	862,519	4,905,509
Total General Fund by Department	\$ 67,899,661	\$ 68,571,605	\$ 74,794,148	\$ 62,187,156	\$ 78,294,755

Expenditures

Overall General Fund Fiscal Year Budget 2015-2016

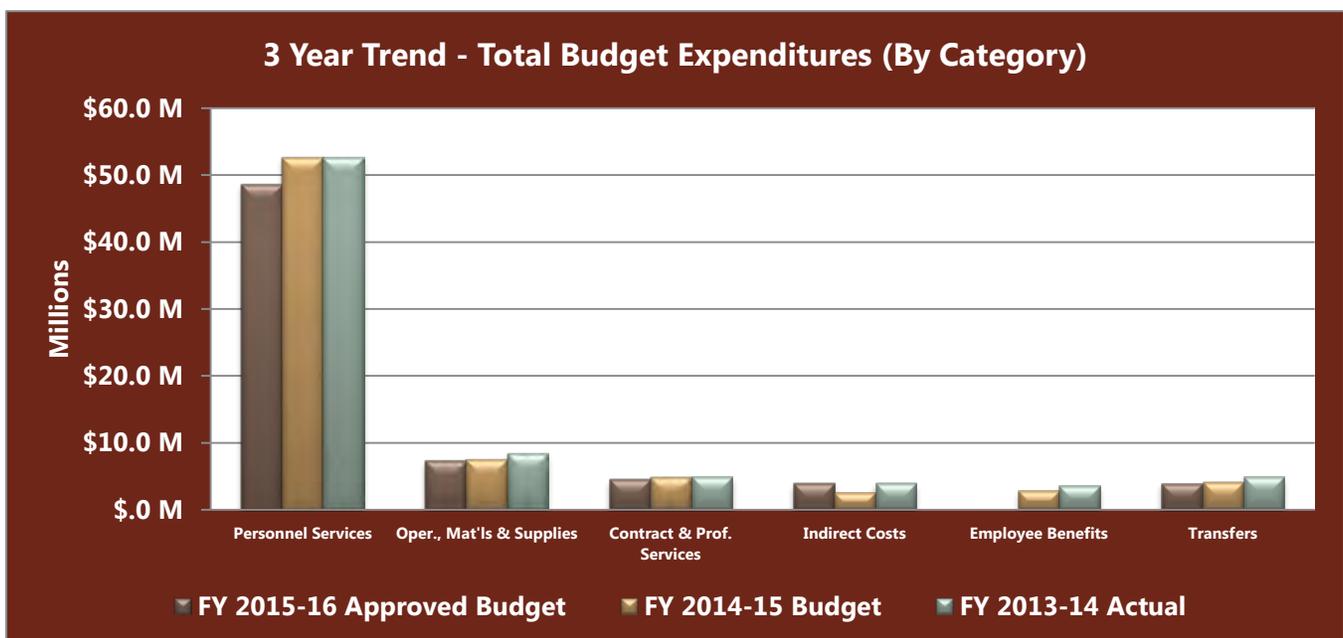
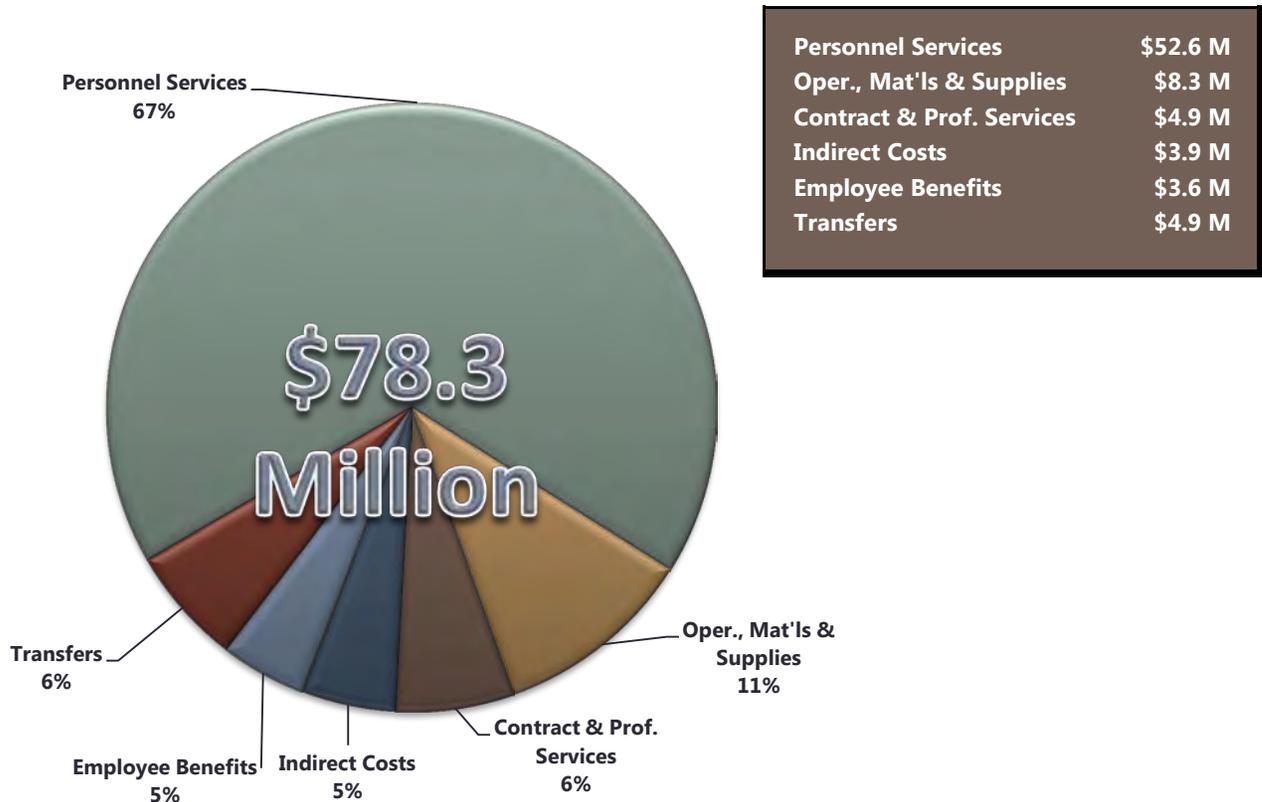
Total General Fund Budget Expenditures by Department



Expenditures

Overall General Fund Fiscal Year Budget 2015-2016

Total General Fund Budget Expenditures by Category



Expenditures

Expenditures - General Fund

The largest part of the total budget (excluding Internal Service Funds), comprising of 46%, is the General Fund. This fund receives general tax revenues and finances basic City services such as Police, Fire, Public Works, and Parks & Recreation.

Overall, the proposed operating budget for the General Fund is up 5.8% from last year's budget. The changes for each department are summarized in the following narratives and charts.

The **Police Department** continues to be the biggest part of the General Fund comprising 36% of the total budget, and has increased by 5% compared to last year. The primary increase is due to the City implementing a 2011-12 Cost of Living Adjustment (COLA) which was deferred for two years due to the recession. In addition to COLA, other employee benefit costs, such as PERS and health insurance, have also experienced higher costs. The total increase between the two years is \$1,405,015. The budget again includes the school resource officer program, which is now fully supported by a grant from G.O.O.D (Gangs Out Of Downey) and the Downey Unified School District.



The **Fire Department** is the second biggest part of the General Fund comprising 23% of the budget. The department budget has remained the same percentage of the total budget as last year, but increased by \$1,193,568 or 7%. The primary reason for the increase was higher PERS, health insurance, and other employee benefits costs. In addition, the budget also includes costs of hiring six previously approved paramedics and an Emergency Preparedness Coordinator position.

The **Finance Department** is the third largest General Fund Department budget at 9% of the budget, and includes Administration, General Accounting, Information Technology, Revenue and non-departmental costs. The department budget is up by \$211,211 or 4% due to previously unbudgeted County administrative fees and credit card merchant service fees.



The **Public Works Department** budget is the fourth largest General Fund Department at 7% of the budget. This department is comprised of four major divisions: Administration, Engineering, Utilities, and Maintenance Services. The department budget has remained the same percentage of the total budget, but increased by \$225,841, or 4%. The increased costs are primarily due to increased employee benefit costs, same as with other departments.

Expenditures

The **Parks & Recreation Department** budget is the fifth largest part of the General Fund comprising 7% of the budget. This year, the Department budget is up by 11%. The department budget has increased by \$503,712 due to an increase in PERS, health insurance, and other employee benefits costs. In addition, the budget includes costs for enhanced community programming.

The **Administration** budget is the sixth largest General Fund Department at 6% of the budget, and includes all general administrative and legal operations of the City, including the City Attorney, City Clerk, City Manager, and Human Resources as well as Library and Columbia Memorial Space Center. The department budget has remained the same percentage of the total budget as last year, but the budget has increased by 4% or \$174,508 which is due to increases in employee benefit costs such as PERS, health insurance and employee costs.

The **Community Development Department** is the smallest General Fund Department budget at 6% of the budget. Community Development includes five divisions: Administration, Building & Safety, Code Enforcement, Housing & Grants, and Planning. The department budget also includes Animal Control Services and has remained the same percentage of the total budget as last year, but increased by 4% or \$142,559, also due to employee benefit costs.



Transfers-out are up by 35%. It includes funds that are transferred from the General Fund to other funds in the City budget as follows:

	FY 2013-2014	FY 2014-2015	FY 2015-2016
Transfer to Capital Projects	\$344,202	2,499,750	2,476,800
Transfer to Federal Fire Grant Fund	0	209,429	1,240,419
Transfer to Sewer & Storm Drain Fund	114,896	123,006	130,011
Transfer to Learning Center Fund	627,618	803,734	858,279
Transfer to Golf Fund			200,000
Total	\$1,086,716	\$3,635,919	\$4,905,509

The largest transfer is to cover a one-time City Council-approved transfer for Capital Improvement Projects for public facilities infrastructure.

Expenditures

Special Revenue and Grant Funds

The City has a number of special revenue funds that account for revenues that are designed for specific purposes. Hence, these revenues are restricted and may not be expended for any general government purpose. The proposed budgets for these funds are as follows:

	Operating	Equipment	Projects	Transfers Out	Total
Waste Management	\$638,754	\$0	\$0	\$0	\$638,754
Air Quality	119,384	0	40,000	0	159,384
Street Lighting	1,829,316	0	200,000	0	2,029,316
Gas Tax	0	0	22,081,259	2,037,966	24,119,225
Sewer & Storm Drain	2,183,431	0	2,260,000	0	4,443,431
Capital Projects	0	0	4,215,900	0	4,215,900
Firestone Projects	0	0	0	0	0
Asset Forfeiture	1,444,274	0	0	0	1,444,274
Learning Center	1,011,379	0	0	0	1,011,379
State Grants	0	0	0	0	
CDBG	1,092,629	0	0	206,469	1,299,098
Federal HOME Loan	513,990	0	0	0	513,990
Federal Fire Grant	1,240,419	0	0	0	1,240,419
Total	\$10,073,576	\$0	\$28,797,159	\$2,244,435	\$41,115,170

Waste Management. This fund accounts for revenues the City receives to comply with the State's Waste Reduction program, commonly known as AB939. Under this program, the City must reduce the amount of trash that is hauled to sanitation landfills by 50%. Revenue to support this fund was established in 1990; and, a bi-monthly fee of \$1.90 was set for residential water customers. The Revenue is estimated to be \$441,000. The AB 939 fee covers the costs of the Keep Downey Beautiful coordinator, landscaping materials, and other related programs. Finally, this fund also receives State grant revenue to operate the oil recycling program and related educational programs.

Air Quality Fund. This is a small fund accounting for revenues received from the State to improve air quality. The proposed budget is used to help pay for the City's trip reduction program. The City also uses this fund to help finance state mandated traffic congestion studies.

Street Lighting Fund. This fund pays for the electrical and repair costs for all City lights and traffic signals. It also pays for trimming City street trees. Each year the City Council approves a special assessment for these costs, which appear on Downey property tax bills. The assessment revenue and expenses are all accounted for in this one fund. The proposed budget is \$1,818,887 and is used primarily on utility costs and tree trimming services.

Gas Tax Fund. This fund is used to account for gas tax revenues the City receives from the State. Approximately six cents (6¢) of the State's eighteen-cent (18¢) gasoline tax comes to the City and is

Expenditures

deposited into this fund. The revenues are governed by State regulations and must be spent on public right-of-way improvements. These include street, adjoining landscaping, curbs, gutters, sidewalks and drainage facilities. This fund is also used to pay for qualified street sweeping charges and covers applicable graffiti removal costs recorded in the Waste Management Fund. The Gas Tax Allocation for FY 2014-2015 is projected to be \$2,846,251. The City anticipates receiving \$20,034,804 from the Federal and State grants. Gas tax funds are expended for two main purposes: (1) \$2,079,035 is transferred to other funds to pay for qualifying expenditures; (2) \$22,838,464 is used to pay for capital improvements to the City's streets. A comprehensive listing of all gas tax projects and their respective funding sources can be seen in the 2014-2015 Capital Improvement Projects list.

Sewer and Storm Water. This fund accounts for a special service fee collected on water bills as well as City expenses related to sewer maintenance and storm water clean-up. The General Fund, Water Fund and Gas Tax Fund collectively provide 50% of the funding for the Sewer and Storm Water Fund operations. A Master Plan Study of the sanitary sewer system was recently completed. The study provided data about the City's existing facilities, their capacity, and the need for future projects. Based upon that study, new sewer rates were put into effect beginning with May 2010 bills. These additional funds are earmarked to meet the growing needs placed upon the City's sewer infrastructure. For 2014-2015, \$2,260,000 of capital projects is budgeted. A comprehensive list of these improvements can be seen in the 2014-2015 Capital Improvement Projects list.



One of the long term goals of this fund is to comply with the Los Angeles Regional Water Quality Control Board's mandate to ensure that the water entering the storm drain system is clean. The purpose of the mandate is to ensure that the rivers and oceans are not polluted with dirty water from the storm drain system. The recent construction of water retention basins at the City's Discovery Sports Complex is an example of the types of projects that will be built to accomplish this goal.

Capital Project Fund. This fund accounts for capital projects of a more general nature. Because of the current economic situation, only a few projects are proposed, totaling \$3,009,750 and depend largely on the amount of grant or other funds available. A comprehensive list of these improvements can be seen in the 2014-2015 Capital Improvement Project list.

Firestone Fund. This fund was created when the City acquired Firestone Blvd. from the State of California. The State provided the City a one time payment of \$3,800,000 to finance deferred maintenance projects on Firestone Blvd. The 2014-2015 proposed budget allocates the remaining balance of \$1,643,849 for the Firestone Blvd. rehabilitation project between Old River School Road and Brookshire Avenue.

Expenditures

Asset Forfeiture Fund. This fund accounts for the revenue the City receives when the Downey Police Department is involved in the seizure of assets from criminal drug related activity. Federal and State laws govern how these funds can be expanded. The basic requirement is that the funds be used for new law enforcement programs and equipment. The proposed budget includes \$767,332 for the contracted services such as maintenance of the police computer system, communications and patrol car computers and other administrative costs specific to this program. Additionally, \$740,075 is proposed for the acquisition of various pieces of new police equipment and \$810,000 for the remodeling of the Police Station.

Grant Fund. This fund accounts for special grants the City receives from the Federal and State Governments. The City was awarded \$1,900,000 of Federal Emergency Management Agency (FEMA) Grant for additional Firefighters. The Grant will cover nine (9) Firefighters for the duration of two years. Fiscal year 2014-2015 is the second year of the two year grant.

Community Development Block Grant (CDBG) Fund. This fund accounts for revenues the City receives from the Housing and Urban Development Department of the U.S. Government. Grant expenditures must be in accordance with federal regulations. The monies will be used for qualified housing improvement projects, the Apollo Neighborhood facility as well as the senior paint and fix-up program. The budget also includes a \$208,215 transfer to the General Fund to fund eligible code enforcement programs, social service grants and the senior nutrition program.

Space Center Fund. The Space Center program provides a budget to operate the Columbia Memorial Space Center. This year's budget allocates \$918,334 for operating costs. Primary funding sources for the Center is a contribution from the General fund of \$803,734.



Community Development Commission

Successor Agency. Effective February 1, 2012, the Commission was dissolved pursuant to AB 26x. The administrative operation and duties of the Commission were transferred to a Successor Agency with the City Council acting as the governing body. Since the administration of this new Agency is now recorded in the General Fund, this portion of the budget accounts for the payment of existing bond and contractual obligations owed by the former Commission. The Successor Agency's Debt Service Fund is projecting \$635,681 in revenues for repayment of the 1997 Tax Allocation Bonds.

Expenditures

Enterprise Funds

The City operates five funds called Enterprise Funds because they are maintained on a profit-and-loss basis. The proposed budgets for these five funds are as follows:

	Operating	Equipment	Projects	Transfers Out	Total
Water	\$13,861,942	\$ 0	\$9,340,000	\$1,189,000	\$24,390,942
Golf Course	3,067,774	0	0	0	3,067,774
Transit (Prop A)	3,275,641	0	0	0	3,275,641
Transit (Prop C)	25,008	0	3,475,000	335,000	3,835,008
Transit (Meas. R)	20,006	0	3,109,000	774,510	3,903,516
Total:	\$20,250,371	\$0	\$15,924,000	\$2,298,510	\$38,472,881

Water Fund. The proposed Water Fund budget is \$22,964,603, which is a \$5,305,681 increase from last year's budget. The Capital project budget for water amounts to \$8,453,143. The largest Water project proposed is \$4.2 million of infrastructure improvements that can be undertaken as a result of a proposed water rate increase. For water consumption beginning July 1, 2011, a previously adopted water rate increase became effective. This would be the fourth year of five years for this increase. This was the first time in over sixteen years rates that were increased. The approved rate structure increase rates over a five year period, which would bring Downey rates in parity with surrounding cities' rates. These rates were implemented due to the rising cost to pump water, deliver water and maintain the water system. This will result in an additional \$500,000 of revenue.

Golf Course Fund. The City owns the Rio Hondo Gold Course, which continues to be a considerable asset of the City. The budget for the golf course is up \$226,392 from last year due primarily to an increase in operating costs.



Transit (Prop A) Fund. This fund accounts for special revenues the City receives pursuant to a County ballot measure. The City uses the funds to support the City's senior citizen and disabled bus operation, as well as the Downey Link Fixed Route Service. It also includes special recreation transportation programs and our bus bench maintenance program. Unlike the Water and Golf Course Funds, this fund is not fee supported. Revenues from Proposition A sales tax provide about \$1,974,517 a year to support these programs. The programs are operated under a regulation issued by the Metropolitan Transportation Authority.

Trans (Prop C) Fund. Similar to the Transit Proposition A Fund, this fund accounts for special transit revenues the City receives pursuant to a County ballot measure. A significant portion of Proposition C funds have been used for eligible street improvements projects. A comprehensive listing of all Prop C

Expenditures

fund projects and their respective funding sources can be seen in the 2014-2015 Capital Improvement Projects list. During the Fiscal Year 2014-2015 there will be a transfer of \$1,120,904 to the Prop "A" Fund.

Transit (Meas. R) Fund. Similar to the Transit Proposition A and C funds, ballot Measure R was approved by Los Angeles County voters November 2008. The county-wide approved sales tax measure increased the sales tax rate by one-half percent. The new tax will be in place through 2039 and is intended to relieve traffic congestion by providing for mass transit systems (i.e. bus rail, and subway services), roadway repairs, traffic signal synchronization and pedestrian walkways and paths just to name a few. The City anticipates receiving \$1,233,372 in Measure R funds next year. The City has appropriated \$3,403,000 for granted capital projects with the difference coming from the built up reserves.

Internal Service Funds

The budgets for these funds are not included in the overall budget amount, because they receive their funding from regular budget funds. Hence, the amounts are already included in the total budget figure. However, each fund accounts for an important operation of the City and are included in the budget document. Because the available reserves of the Civic Center Fund, Central Stores Fund and Liability Fund, are all available to the General Fund should the need arise, they are included with the General Fund in the "Summary of Resources and Requirements By Fund".

Equipment Fund. The Equipment Fund accounts for City equipment including vehicles, radios, computers, office machines, field maintenance equipment, and even fire engines. The Fund charges a "rental" fee to each department for the cost of maintaining the equipment and the cost of replacing the equipment. By charging this fee, the Fund maintains a balance to fund the timely replacement of equipment. This year, the cost of equipment is \$1,339,260.



Civic Center Fund. This fund accounts for the cost of maintaining the Civic Center. Each department pays "rent" in proportion to their usage of the facility. Total costs charged to other Funds amounts to \$1,149,947.

Liability Insurance Fund. This fund accounts for the cost of our municipal liability insurance program. Each department contributes a specified sum each year into the fund. The Fund then bears all of the costs for general liability: attorney fees, insurance premiums, claim payments, and our third-party administrator. Downey is a member of the Independent Cities Risk Management Authority (ICRMA), but self-insures the first \$2,000,000. This means that Downey has to pay the first \$2,000,000 of any individual claim. The City strives to maintain an active part in our membership within the Authority to keep insurance premiums down. Total costs charged to other funds is \$1,134,000.



City of Downey

Administration

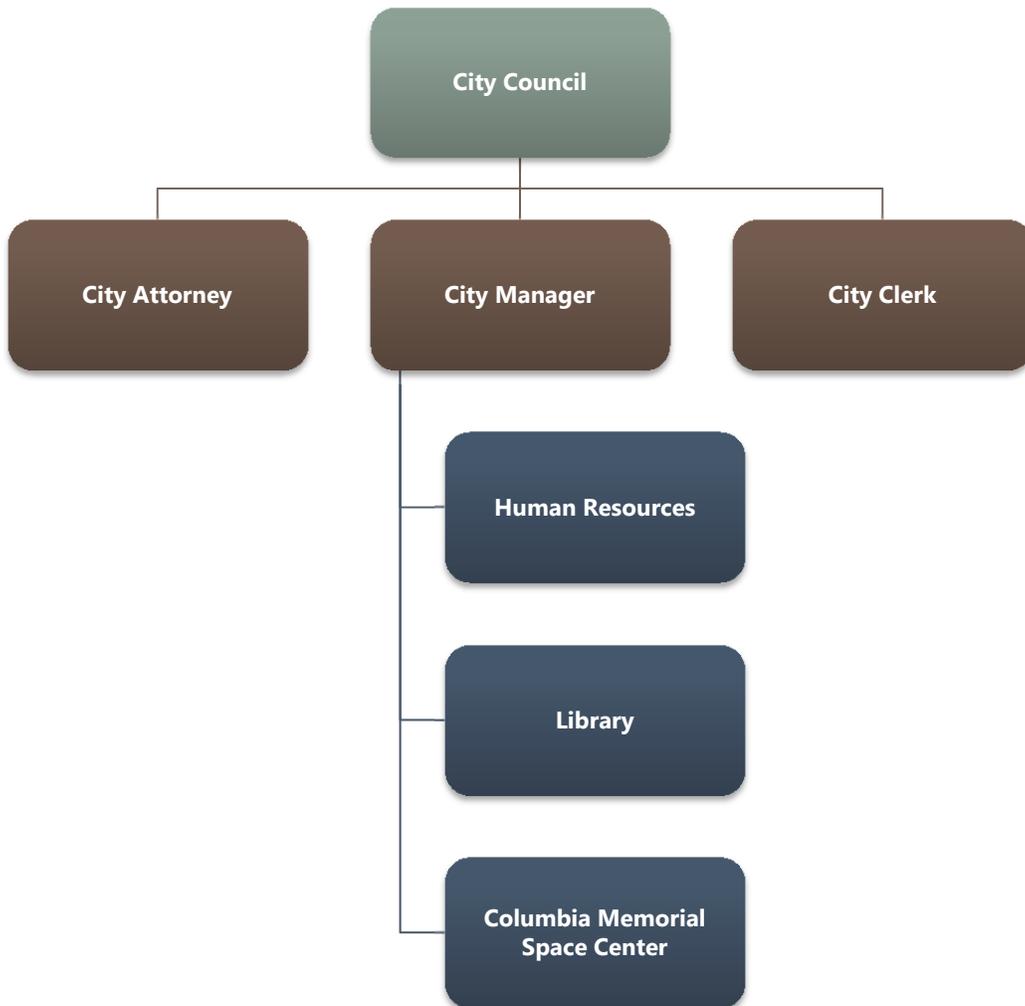
City Council - City Manager - City Attorney
City Clerk - Library - Columbia Memorial
Space Center - Human Resources



Administration

Department Overview

Organizational Chart

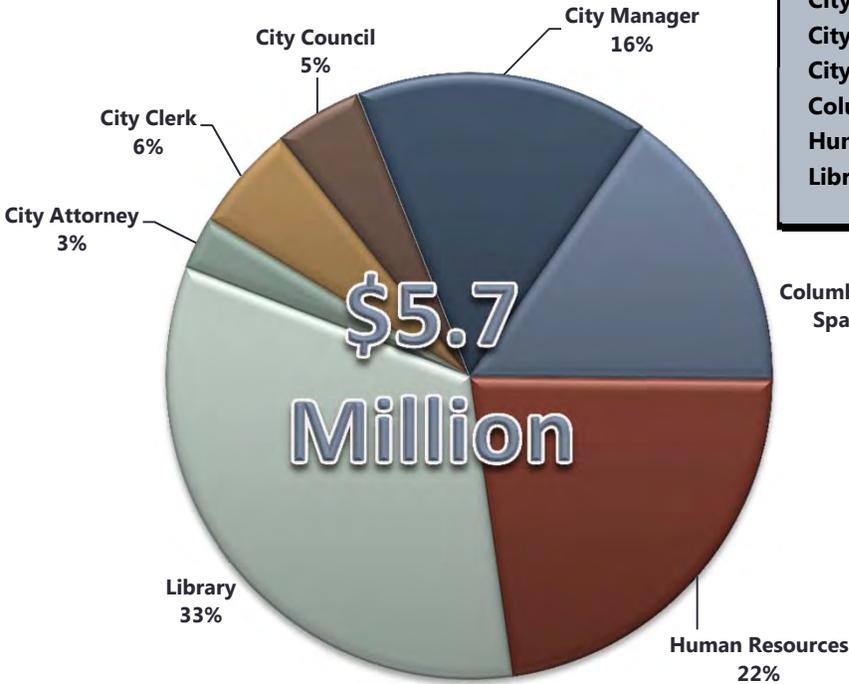


Department Description

The Administration Department is comprised of the City Council, its appointed officers (City Manager, City Attorney and City Clerk) and the Human Resources, Library, Columbia Memorial Space Center and Public Information Divisions. The Administrative Department provides leadership for the entire City through policy direction and implementation, as well as through the provision of legal advice, public records, and personnel management.

Administration Department Summary

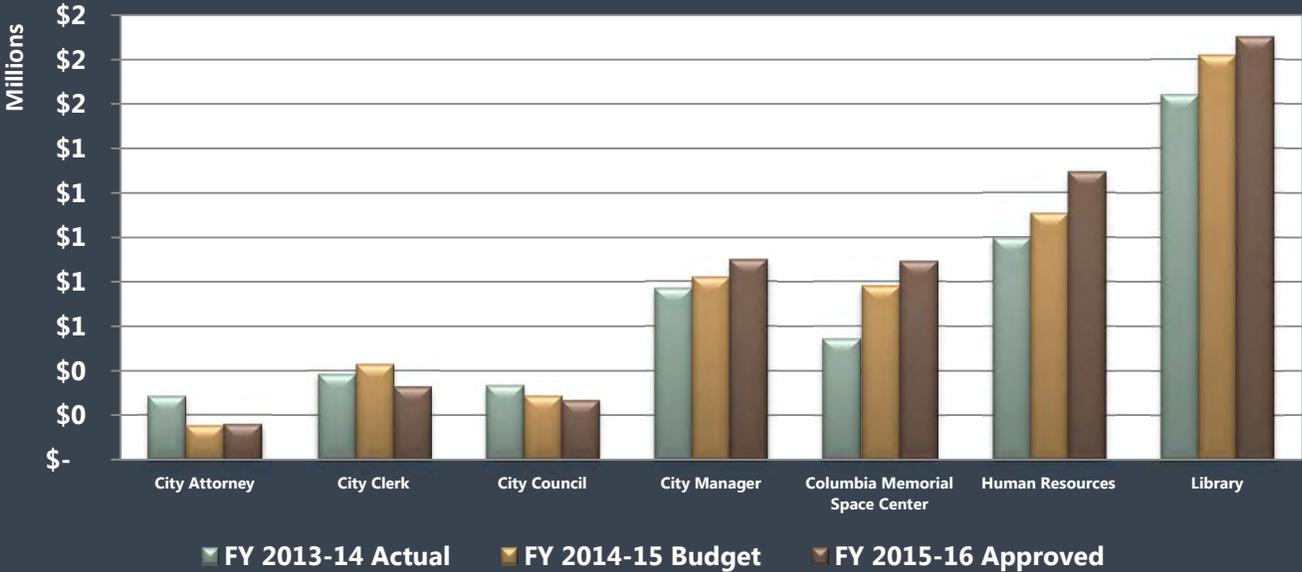
Total Budget Expenditures by Division (Excludes Transfers Out)



City Attorney	\$0.2 M
City Clerk	\$0.3 M
City Council	\$0.3 M
City Manager	\$0.9 M
Columbia Memorial Space Ctr	\$0.9 M
Human Resources	\$1.3 M
Library	\$1.9 M

Columbia Memorial
Space Center
15%

3 Year Trend - Total Budget Expenditures (\$ Millions)



Administration

Fiscal Year 2014-2015

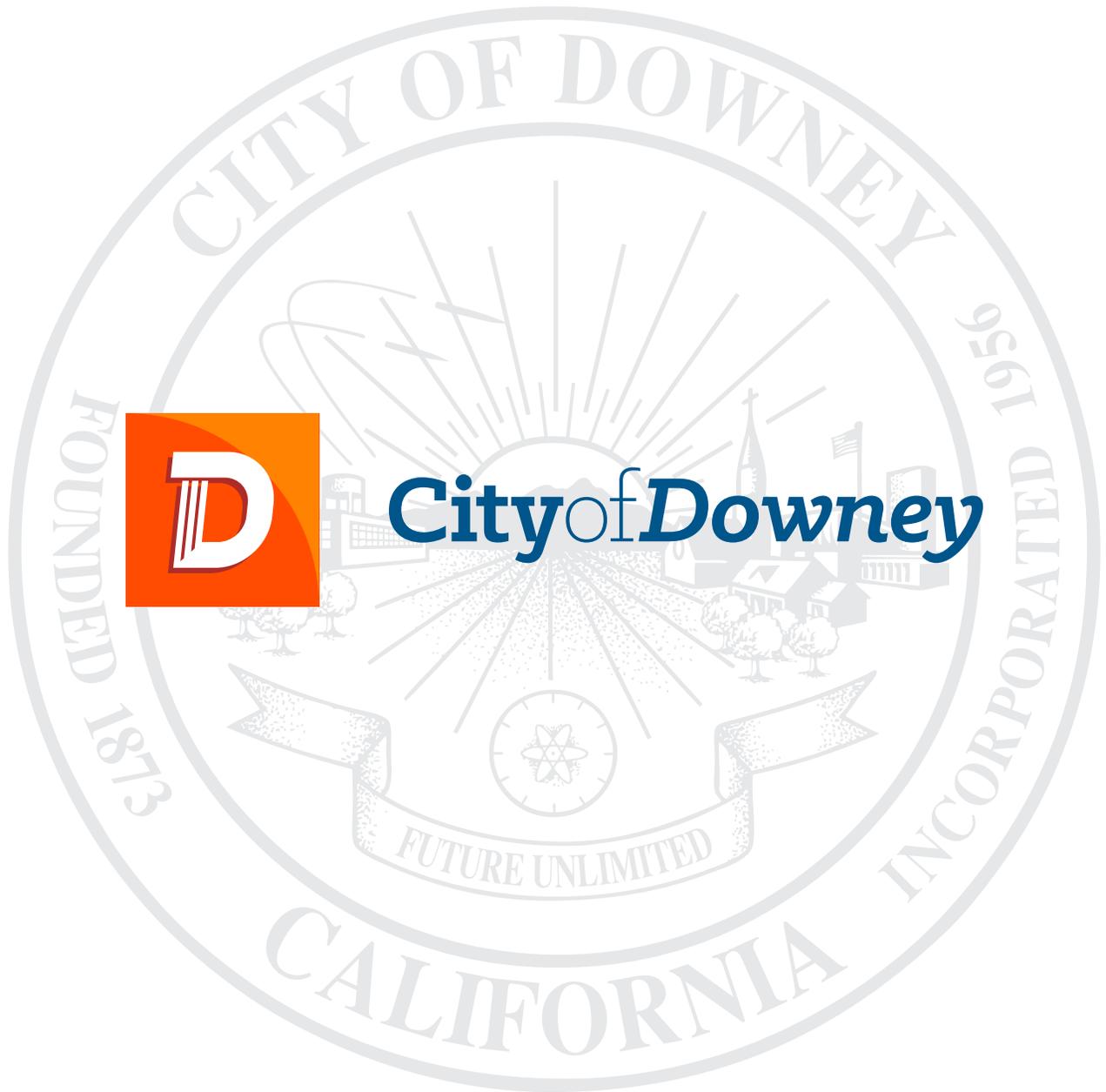
Recent Accomplishments & Performance Indicators

	Fiscal Responsibility	Efficiency & Adaptability	Economic Vibrancy	Quality of Life, Infrastructure & Parks	Public Engagement
Reduced legal fees and recovered legal costs	X	X			
Implemented Law Student Internship Program		X			
Implemented digital agenda packets		X			
Increased transparency by uploading over 20,000 documents to City website		X			X
Developed a volunteer clearinghouse		X			X
Published bi-monthly Downey Insight Newsletter					X
Distributed approximately 100 press releases					X
Continued assisting Finance with reorganizing the budget document to be user friendly		X			X
Hired an Executive Director for the Space Center				X	
Increased civic engagement through social media sites					X
Assisted with the roll-out of the City's new branding initiative – Discover Downey		X			X
Completed a performance appraisal of City's existing solid waste services and evaluation of extension of the term of agreement	X	X			
Managed two elections for June and November, 2014		X			X
Expanded Library early education programs, English Language Learner programs, Adult Literacy tutoring, job search help and public outreach	X		X	X	X
Prepared a first-ever, full-length annual City Report to the City Council regarding priorities and goals	X			X	X

Administration

Fiscal Year 2015-2016 Goals & Objectives

	Fiscal Responsibility	Efficiency & Adaptability	Economic Vibrancy	Quality of Life, Infrastructure & Parks	Public Engagement
Continue to engage citizens through the use of new technology and social media					X
Increase number of grant applications submitted and grant funding for City services	X	X	X	X	
Renew the City's Solid Waste Services Contract	X	X			
Focus on organizational succession planning	X	X			
Update administrative regulations		X			
Assist Finance with budget forecasting models	X	X	X	X	
Optimize Library space use and program offerings to meet the educational and job-training needs of Downey residents and businesses	X	X	X	X	X
Implement technological tools to enhance efficiency, improve the resident/user experience and provide greater accountability	X	X		X	
Implement Automated Filing System for Fair Political Practices Statement of Economic Interest for 100 required filers	X	X			X
Update the City-wide Records Retention Policy		X			
Provide Records Retention Training for City Employees		X			



Administration

Department Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
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By Type

Personnel Services	\$ 2,968,705	\$ 2,624,028	\$ 3,061,845	\$ 2,812,441	\$ 3,502,099
Operation Materials & Supplies	863,247	1,278,279	1,296,660	1,057,427	1,266,361
Contract & Professional Services	497,212	606,988	631,200	475,092	580,885
Indirect Costs	398,687	452,034	413,013	365,676	395,134
Capital Outlay	-	-	-	-	4,000
Total by Type	\$ 4,727,851	\$ 4,961,330	\$ 5,402,718	\$ 4,710,636	\$ 5,748,479

By Division

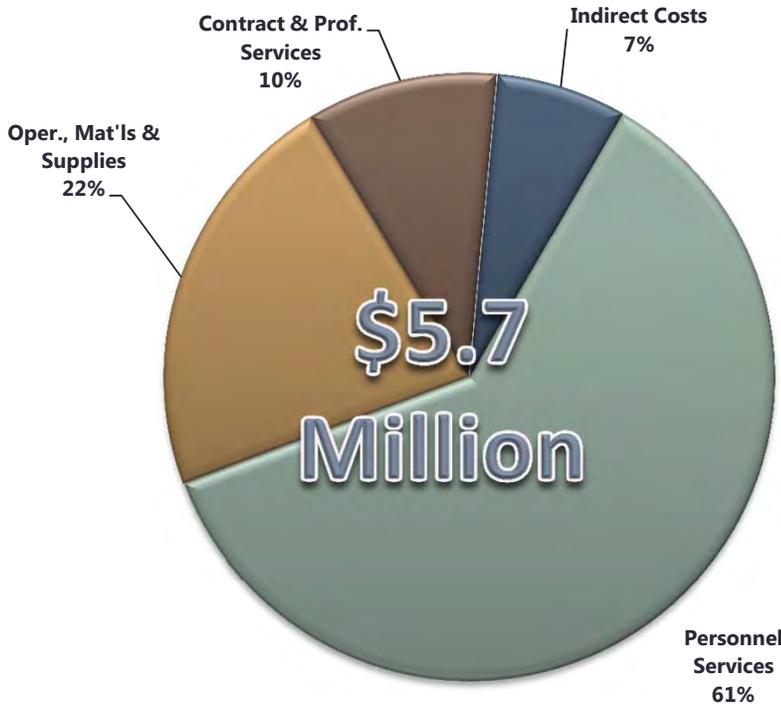
City Attorney	\$ 191,180	\$ 284,761	\$ 153,509	\$ 224,685	\$ 160,241
City Clerk	410,123	384,655	428,310	318,258	328,938
City Council	312,451	334,419	287,312	244,127	267,859
City Manager	779,637	771,330	820,709	785,744	900,204
Columbia Memorial Space Center	593,464	544,445	783,084	622,670	892,579
Human Resources	679,321	998,114	1,109,079	984,601	1,295,086
Library	1,761,676	1,643,606	1,820,715	1,530,550	1,903,572
Total by Division	\$ 4,727,851	\$ 4,961,330	\$ 5,402,718	\$ 4,710,636	\$ 5,748,479

By Fund

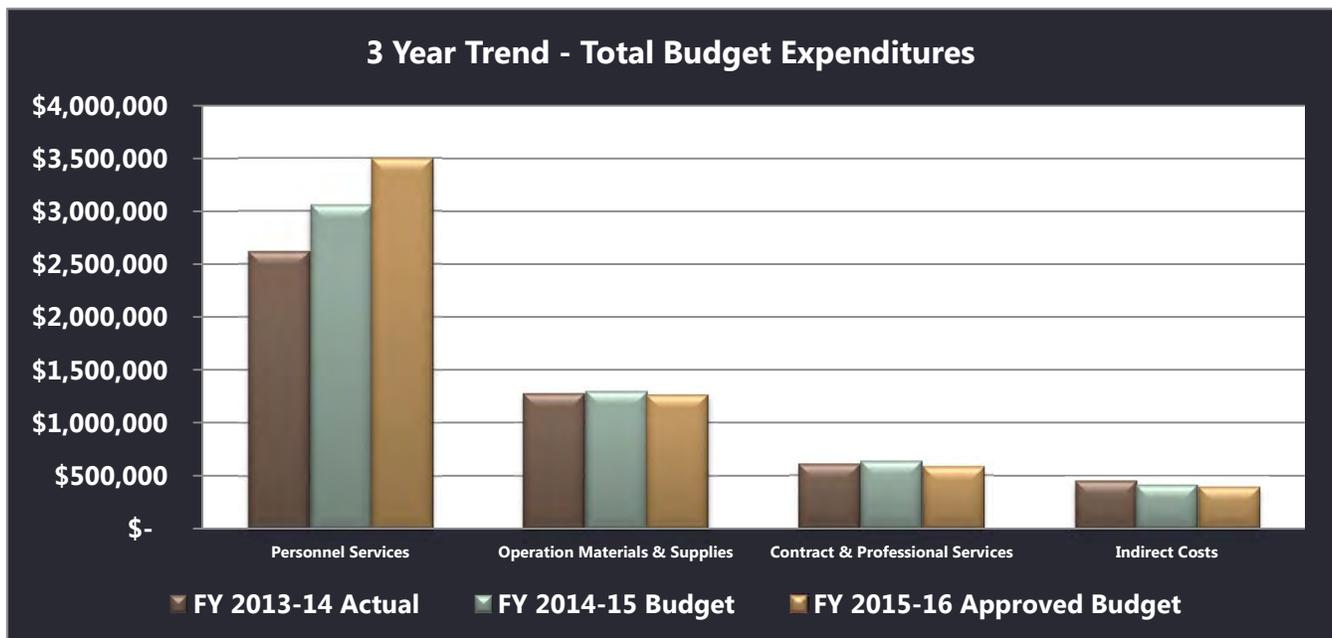
10-General Fund	\$ 4,134,387	\$ 4,416,884	\$ 4,619,634	\$ 4,087,966	\$ 4,855,900
16-Columbia Space Center Foundatic	-	1,780	-	-	-
24-Learning Center	593,464	542,665	783,084	622,670	892,579
Total by Fund	\$ 4,727,851	\$ 4,961,330	\$ 5,402,718	\$ 4,710,636	\$ 5,748,479

Administration Department Summary

Total Budget Expenditures by Category (Excludes Transfers Out)



Personnel Services	\$3.5 M
Oper., Mat'ls & Supplies	\$1.3 M
Contract & Prof. Services	\$.6 M
Indirect Costs	\$.4 M



Administration

Division Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
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City Attorney					
Personnel Services	\$ 88,568	\$ 71,350	\$ 92,878	\$ 82,988	\$ 102,030
Operation Materials & Supplies	41,601	187,523	48,050	130,167	44,750
Contract & Professional Services	53,660	18,027	5,000	4,632	6,000
Indirect Costs	7,350	7,861	7,581	6,899	7,461
Total	\$ 191,180	\$ 284,761	\$ 153,509	\$ 224,685	\$ 160,241

City Clerk					
Personnel Services	\$ 236,961	\$ 234,205	\$ 236,504	\$ 207,188	\$ 251,502
Operation Materials & Supplies	15,536	16,158	20,400	18,042	21,400
Contract & Professional Services	131,255	105,455	144,600	68,819	30,100
Indirect Costs	26,371	28,836	26,806	24,210	25,936
Total	\$ 410,123	\$ 384,655	\$ 428,310	\$ 318,258	\$ 328,938

City Council					
Personnel Services	\$ 97,834	\$ 99,873	\$ 103,687	\$ 100,851	\$ 119,064
Operation Materials & Supplies	132,966	142,340	102,650	73,097	71,050
Contract & Professional Services	39,886	41,961	40,600	34,932	41,600
Indirect Costs	41,765	50,245	40,375	35,248	36,145
Total	\$ 312,451	\$ 334,419	\$ 287,312	\$ 244,127	\$ 267,859

City Manager					
Personnel Services	\$ 675,342	\$ 630,318	\$ 654,178	\$ 612,180	\$ 717,018
Operation Materials & Supplies	21,714	27,032	82,015	57,629	65,550
Contract & Professional Services	54,688	83,745	56,100	89,688	90,000
Indirect Costs	27,893	30,236	28,416	26,247	27,636
Total	\$ 779,637	\$ 771,330	\$ 820,709	\$ 785,744	\$ 900,204

Administration

Division Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
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Columbia Memorial Space Center

Personnel Services	\$ 359,447	\$ 277,923	\$ 448,026	\$ 403,251	\$ 577,741
Operation Materials & Supplies	109,898	139,548	133,850	104,677	164,438
Contract & Professional Services	78,928	61,574	135,000	60,383	85,000
Indirect Costs	45,190	65,400	66,208	54,360	65,400
Total	\$ 593,464	\$ 544,445	\$ 783,084	\$ 622,670	\$ 892,579

Human Resources

Personnel Services	\$ 434,903	\$ 403,302	\$ 466,771	\$ 489,874	\$ 616,295
Operation Materials & Supplies	188,711	413,550	563,625	386,257	516,403
Contract & Professional Services	31,175	153,308	55,000	87,523	136,535
Indirect Costs	24,532	27,953	23,683	20,947	21,853
Capital Outlay	-	-	-	-	4,000
Total	\$ 679,321	\$ 998,114	\$ 1,109,079	\$ 984,601	\$ 1,295,086

Library

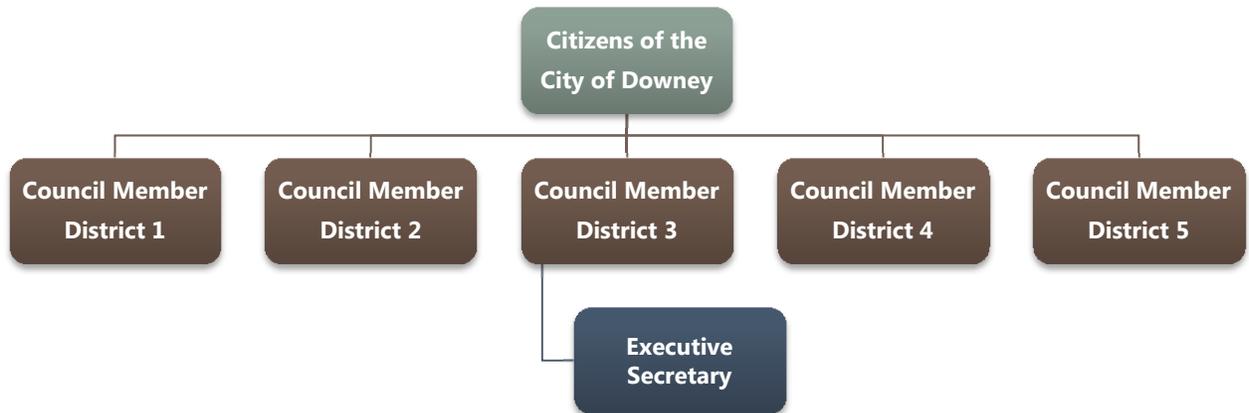
Personnel Services	\$ 1,075,650	\$ 907,057	\$ 1,059,801	\$ 916,110	\$ 1,118,449
Operation Materials & Supplies	352,820	352,128	346,070	287,559	382,770
Contract & Professional Services	107,620	142,918	194,900	129,116	191,650
Indirect Costs	225,586	241,503	219,944	197,765	210,703
Total	\$ 1,761,676	\$ 1,643,606	\$ 1,820,715	\$ 1,530,550	\$ 1,903,572

Administration	\$ 4,727,851	\$ 4,961,330	\$ 5,402,718	\$ 4,710,636	\$ 5,748,479
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Administration

City Council

Organizational Chart



Division Summary of Full Time Positions

Positions	Actual FY 2012-13	Actual FY 2013-14	Actual FY 2014-15	Approved FY 2015-16
Executive Secretary	0	1	0	1
Secretary to the City Council	1	0	1	0
City Council	0	0	0	5
Total Full Time Positions	1	1	1	6

Administration

City Council

Division Description

The City Council is the official legislative body for the City of Downey. It sets all policy necessary for the provision of public services to the Downey community and adopts ordinances and resolutions as expressions of those policies. On an annual basis, the City Council sets priorities to be addressed throughout City operations. The City Council appoints the City Manager, City Clerk, City Attorney, and various City commissions, boards and advisory bodies. Members are elected from one of the five Council districts. Four of the districts each comprise approximately one-fourth of the City. The fifth district encompasses the entire City.

The annual budget adopted by the City Council appropriates funds for programs, initiatives and operations that address those annual priorities. The FY 2015-16 Budget addresses the following Priorities as set by the City Council in March 2014:

- Fiscal Responsibility
- Efficiency and Adaptability
- Economic Vibrancy
- Quality of Life, Infrastructure and Parks
- Public Engagement

Within each of these five broad priorities, there are several specific goals set by the Council and supporting objectives determined within each department. Every year, a list of priorities is established based on input from the City Council. The City Council receives a bi-monthly update on the incremental steps taken to address their annual priorities.

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Projected FY 2014-15	Planned FY 2015-16
Number of City Council Meetings	29	24	23	23
Percent Completion Of Fiscal Year Goals	98%	100%	100%	100%
Goal Setting Workshops	1	1	1	1
Number of Councils, Boards and Subcommittees served on by Council Members	33	34	34	34

Administration

City Council

Budget Narrative

The City Council budget for FY 2015-16 remains consistent with previous budget years and will continue to allow the City Council to work effectively with the City Manager to maintain accountability in implementing budget priorities for the upcoming year. Funds are included in this budget to enable City Council members to represent the best interests of the citizens and businesses of Downey on local boards, regional agencies, and special districts. In addressing the City Council's five priorities, funds are authorized within this budget for small-scale public engagement activities, promotional items and events, Council transition ceremonies and priority and goal setting workshops.

Division Budget Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$97,834	\$99,873	\$103,687	\$100,851	\$119,064
Operation Materials & Supplies	132,966	142,340	102,650	73,097	71,050
Contract & Professional Services	39,886	41,961	40,600	34,932	41,600
Indirect Costs	41,765	50,245	40,375	35,248	36,145
Total	\$ 312,451	\$ 334,419	\$ 287,312	\$ 244,127	\$ 267,859

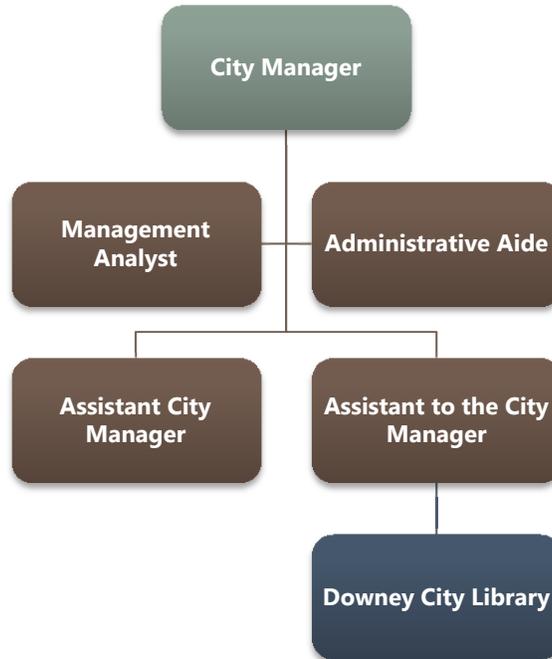
Contractual & Professional Detail

Account	Vendor	Amount
10-1110-0670	League of California Cities	\$26,000
	Independent Cities Association	5,000
	Los Angeles County League of Division	1,500
	California Contract Cities Association	4,000
	Workforce Investment Board	500
	Various Govt. Agencies & Groups	4,600
Total Detail		\$41,600

Administration

City Manager

Organizational Chart



Division Summary of Full Time Positions

Positions	Actual FY 2012-13	Actual FY 2013-14	Actual FY 2014-15	Approved FY 2015-16
Management Analyst	0	0	0	1
Administrative Aide	1	1	1	1
Assistant City Manager	1	1	1	1
Assistant to the City Manager	1	1	1	1
City Manager	1	1	1	1
Executive Secretary	0	1	1	0
Secretary to the City Manager	1	0	0	0
Total Full Time Positions	5	5	5	5

Administration

City Manager

Division Description

The City Manager is responsible for the implementation of decisions established by the Downey City Council and the coordination of those efforts through the various City departments. The City Manager assists the City Council in the development and formulation of policies, goals and objectives. The City Manager provides administrative direction to the City's department directors and is responsible for managing the activities and operations of the City. Responsibilities range from Controller duties and negotiations with labor groups, to managing the City's legislative platform, inter-government relations and grants, to monitoring and reporting on the implementation of the Council's annual Policies and Goals.

The division includes Public Information, which handles routine press releases, bi-monthly *Downey Insight Newsletter*, monthly Mayor's Corner updates, special events and website and social media content management. The office facilitates community engagement through City Hall tours, the annual Tree Lighting event, Veteran's Day Ceremony, and various groundbreaking and ribbon cuttings throughout the year. As a temporary cost-savings measure, the Assistant to the City Manager serves as the Library Director.

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Projected FY 2014-15	Planned FY 2015-16
Percent Of Scheduled Progress Reports Completed	100%	100%	100%	100%
Number of Press Releases	100	100	120	120
Number of Special Community Events	5	5	5	5
Number of Ribbon Cuttings/Groundbreakings	2	5	5	5
Number of <i>Downey Insight</i> Publications	6	3	6	6
Number of <i>Mayor's Corner</i> Columns Produced	12	12	12	12

Administration

City Manager

Budget Narrative

The City Manager's Office will continue to provide oversight and direction to City departments to ensure the implementation of polices and priorities set forth by the City Council.

This year's budget request will continue to promote civic engagement in the community through annual events such as the annual Tree Lighting, Veterans Day ceremony, as well as groundbreaking and ribbon cuttings throughout the year. The Public Information division will continue to effectively and efficiently carry out information to the general public and news media through a variety of sources which include press releases, newsletters, promotional items, City website and social media sites.

Division Budget Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$675,342	\$630,318	\$654,178	\$612,180	\$717,018
Operation Materials & Supplies	21,714	27,032	82,015	57,629	65,550
Contract & Professional Services	54,688	83,745	56,100	89,688	90,000
Indirect Costs	27,893	30,236	28,416	26,247	27,636
Total	\$ 779,637	\$ 771,330	\$ 820,709	\$ 785,744	\$ 900,204

Contractual & Professional Detail

Account	Vendor	Amount
10-1210-0670	Edington, Peel & Associates (Jim Dykstra)	\$46,200
	Rotary Club (Membership)	1,800
	Grant writing services	30,000
	ICMA Memberships	3,000
10-1230-0700	Civica Hosting Fee (Website)	4,900
	Civica Annual Maintenance (Website)	4,100
Total Detail		\$90,000

Administration

City Attorney

Organizational Chart



Division Summary of Full Time Positions

Positions	Actual FY 2012-13	Actual FY 2013-14	Actual FY 2014-15	Approved FY 2015-16
City Attorney	1	1	1	1
Total Full Time Positions	1	1	1	1

Administration

City Attorney

Division Description

The City Attorney's Office is a service department within municipal government upon which the City Council, City Commissions and Boards, and City departments rely for a full range of dedicated in-house legal services intended to ensure the legality of city policies, contracts, legislation and programs. The City Attorney's Office also oversees and directs city litigation matters as they arise.

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Projected FY 2014-15	Planned FY 2015-16
Establish efficient, cost-effective & streamlined legal services delivery processes	Improved communication and response time on legal assignments; reduction of use of outside legal counsel by absorbing assignments in-house; reduction of legal fees and costs through internal cost controls		Develop and Implement a Litigation Management Policy for Outside Law Firms; and Develop a legal internship program in the City Attorney's Office	Increase communication between City Attorney's Office and the City Council and City Departments; continue to reduce number of active litigation matters and reduce legal fees; bring in-house small claims suits.
Ensure programs and processes emphasizing City's mission and values in alignment with the Council's stated priorities	Expanded city attorney support to city departments and divisions; increased and expanded visibility of and accessibility to City Attorney's Office		Lead and assist with large-scale projects and issues	

Administration

City Attorney

Budget Narrative

In support of the City Council's priorities of efficiency and fiscal responsibility, this year's budget request proposes to continue providing the same level of service at the same level of funding as last year.

Division Budget Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$88,568	\$71,350	\$92,878	\$82,988	\$102,030
Operation Materials & Supplies	41,601	187,523	48,050	130,167	44,750
Contract & Professional Services	53,660	18,027	5,000	4,632	6,000
Indirect Costs	7,350	7,861	7,581	6,899	7,461
Total	\$ 191,180	\$ 284,761	\$ 153,509	\$ 224,685	\$ 160,241

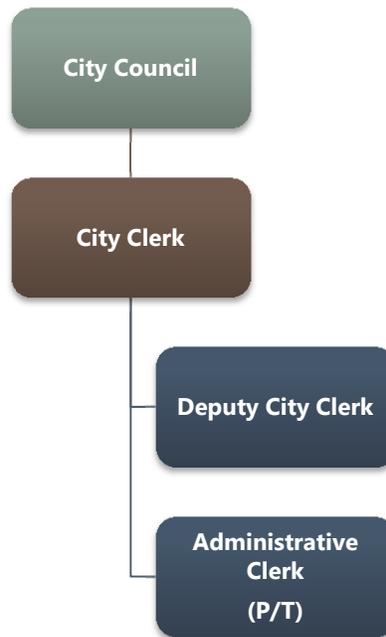
Contractual & Professional Detail

Account	Vendor	Amount
10-1120-0700	West Law Information	\$6,000
Total Detail		\$6,000

Administration

City Clerk

Organizational Chart



Division Summary of Full Time Positions

Positions	Actual FY 2012-13	Actual FY 2013-14	Actual FY 2014-15	Approved FY 2015-16
Chief Deputy City Clerk	1	0	0	0
Deputy City Clerk	0	0	0	1
City Clerk	1	1	1	1
Secretary	0	1	1	0
Total Full Time Positions	2	2	2	2

Administration

City Clerk

Division Description

The City Clerk's Department is a service department within municipal government upon which the City Council, City departments and the general public rely for information regarding operations and legislative history of the City. The City Clerk's Department serves as the liaison between the public and City Council and responds to requests for public record information; certifies and distributes ordinances and resolutions as appropriate and legally required; and, tracks agreements for expiration of term and insurance requirements. The Department is also responsible for preparation of agendas and minutes for meetings of the City Council, the Successor Agency to the Former Community Development Commission and the Oversight Board. The Department publishes and posts legal notices, accepts and processes claims and lawsuits, and is responsible for the maintenance and distribution of the Downey Municipal Code. Pursuant to the Political Reform Act, the City Clerk serves as the filing official for Campaign Expenditure Statements filed by candidates in municipal elections, and Statements of Economic Interests filed by public officials, consultants, and designated employees. The City Clerk's Department is responsible for the conduct of all municipal elections and maintains rosters and oaths-of-office for the City's Committees and Commissions.

The City Clerk's Department coordinates and assists elected officials and designated employees with required bi-annual Ethics Training in compliance with AB 1234. Approximately 50 officials and employees receive training.

As allowed by California Elections Code Section 1301, the Downey Municipal Election is held on the first Tuesday after the First Monday in November of even-numbered years. The City Clerk is charged with administering the election in accordance with Federal, State and local procedures through which local government representatives are selected. The City Clerk assists candidates in meeting their legal responsibilities before, during, and after an election.

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Projected FY 2014-15	Planned FY 2015-16
City Council Agenda Items Processed	200	480	250	500
Public Information Inquiries	150	300	300+	400+
Total Documents Processed	350+	780	400+	900+
Percent Turnaround Time achieved for Municipal Code Update (90% of all updates codified in stated time)	100%	100%	100%	100%
Number of Candidates Assisted in Municipal Election	8	Non-Election Year	4	Non-Election Year
Number of Files Converted to Laserfiche for Online Access	8,730	31,000	1,300	1,500

Administration

City Clerk

Budget Narrative

In pursuit of the Council's Efficiency and Adaptability Priority, this year's budget includes the purchase and implementation of an automated system for filing of Fair Political Practices (FPPC) Statement of Economic Interests for 100 required filers. The City Clerk's Office is requesting a part-time Administrative Clerk position to assist with the update and implementation of a City-wide records retention policy and digital policy to coincide with the City's digital software, Laserfiche. The City Clerk's Office will maintain managing the City's contract with AV Capture All for the website viewing and recording of City Council and Planning Commission Meetings. The City Clerk's Office is also responsible for updating and maintaining the City's Municipal Code with assistance from Quality Code Publishers.

Division Budget Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$236,961	\$234,205	\$236,504	\$207,188	\$251,502
Operation Materials & Supplies	15,536	16,158	20,400	18,042	21,400
Contract & Professional Services	131,255	105,455	144,600	68,819	30,100
Indirect Costs	26,371	28,836	26,806	24,210	25,936
Total	\$ 410,123	\$ 384,655	\$ 428,310	\$ 318,258	\$ 328,938

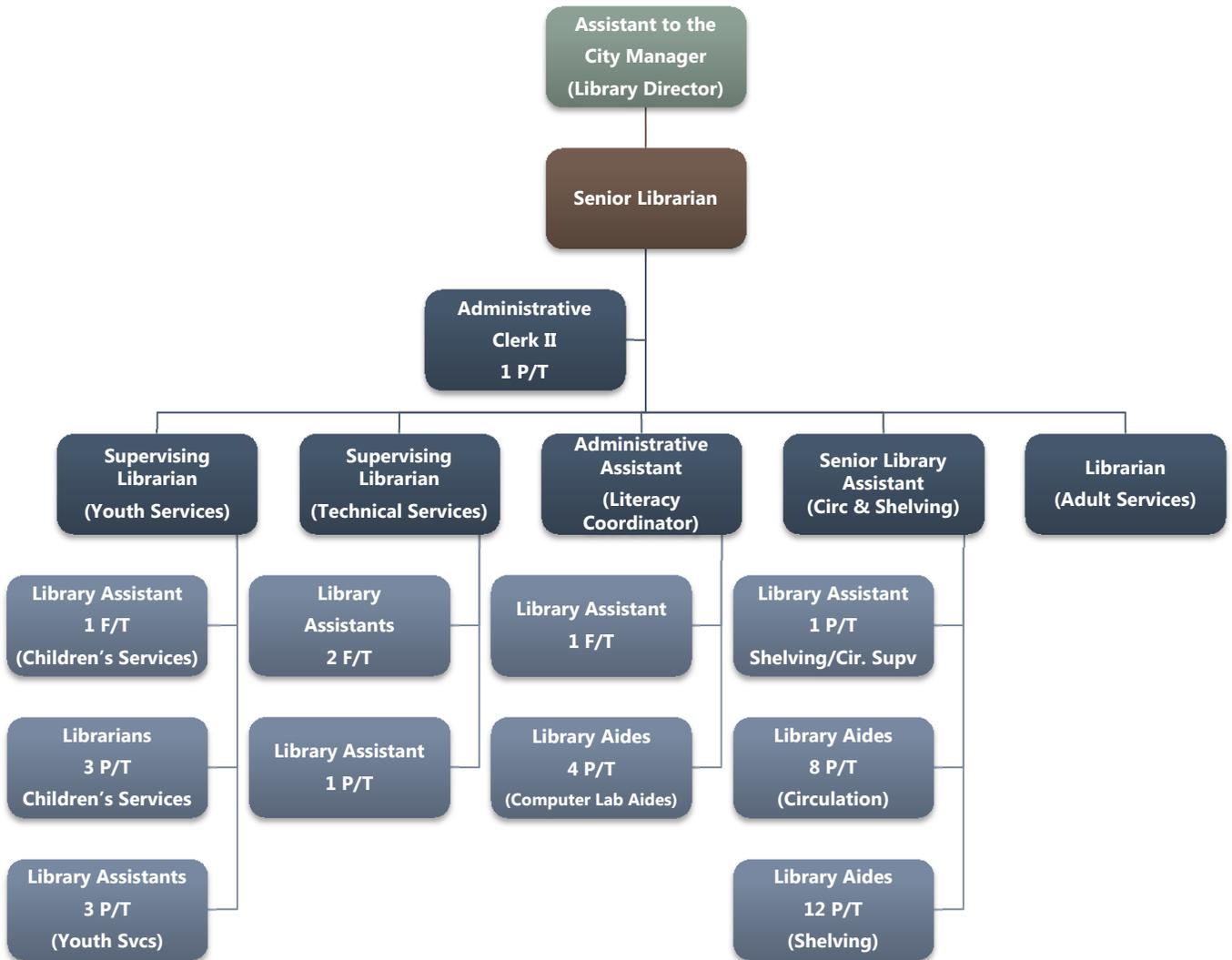
Contractual & Professional Detail

Account	Vendor	Amount
10-1130-0700	AV Capture All	\$7,200
	Quality Code	6,000
	Laserfiche	10,000
	SouthTech Systems	6,400
10-1135-0700	Martin & Chapman	500
Total Detail		\$30,100

Administration

Library

Organizational Chart



Administration

Library

Division Summary of Full Time Positions

Positions	Actual FY 2012-13	Actual FY 2013-14	Actual FY 2014-15	Approved FY 2015-16
Computer Operator III	1	0	0	0
Secretary	1	0	0	0
Supervising Librarian	2	0	0	0
Administrative Assistant	2	2	1	1
Librarian	2	3	3	3
Library Assistant	3	3	3	3
Senior Librarian	1	1	1	1
Senior Library Assistant	1	1	1	1
Total Full Time Positions	13	10	9	9

Administration

Library

Division Description

The Downey City Library's mission is to *grow with the Community by bringing people and resources together*. The Library's policies and staff effectively manage information and technological resources in order to provide quality services and materials to meet that mission. Thanks to the efforts of staff to recruit, train, supervise and reward our volunteers, the Library benefitted from more than 7,900 hours of Volunteer time and effort – the equivalent of four full-time employees. In addition to providing 54 hours of public service per week, Library staff selects and maintains print and electronic collections, provides one-on-one assistance, and instruction at the reference desk. Staff hosts five weekly story times in English and Spanish to prepare children for preschool and kindergarten; teaches basic computer classes; plans programs and events for young adults and adults; conducts a book clubs in English and Spanish and arranges for Author events and speakers. Other services offered by the Library include "Every Child Ready to Read" programs, family literacy support, adult literacy, tutoring and assistance with job preparation and job searches. An 18-station computer lab, free beginning computer classes, and a variety of non-fiction and entertainment DVDs, music CDs and audio books are available. The Library's catalog is accessible online for searches, book renewals and holds, access to electronic reference databases and use of the Library's language learning software, which provides individualized language instruction in six different languages.

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Projected FY 2014-15	Planned FY 2015-16
Number of patron visits in the fiscal year	356,586	363,640	370,000	375,000
Number of books checked out	406,233	395,106	410,000	410,000
Children's Program Attendance	3,033	3,417	3,500	3,500
Child Summer Reading Program Participants	2,747	2,666	3,000	3,000
Teen Summer Reading Program Participants	226	273	250	250
Adult Summer Reading Program Participants	192	211	200	225
Adult Literacy Program Tutor Hours	3,268	3,699	4,000	4,000
"Booked for Lunch" Book Club Attendees	172	156	175	175
Number of hours of basic computer instruction provided	45	32	40	40
Number of author events held	4	2	6 *	4
Number of community events hosted	22	25	20	20
Number of volunteer hours provided	7,822	8,410	8,000	8,000
Number of library card holders	51,287	58,934	67,300	70,000
Number of computer lab users	32,660	38,800	44,500	45,000
Number of E-books checked out	n/a	2,781	3,200	4,000

* Includes Cal Reads grant events

Administration

Library

Budget Narrative

This year's budget request includes the up-front costs to migrate from commercial internet service to the CalREN educational and research network, to support the Council's goals of efficiency and fiscal responsibility. Also in support of Council's efficiency goal, the Library budget includes funds for new software, hardware to pay fines and fees via credit card, and an upgraded catalog system. There is an increase in contract services for DataSource technology support, for the new Library Wi-Fi network and to support the digital libraries at the Apollo, Discovery and Independence Park branches. There is also an increase in internal charges such as equipment replacement funds and liability insurance. It should be noted that the second step of the State's mandatory minimum wage increase will increase the part-time staffing costs by roughly 10% this year, and the new mandatory part-time sick leave will also increase both the number of part-time staff needed and the costs to employ. . The Library budget allows the continued pursuit of Council priorities for Quality of Life and Public Engagement, by providing cultural and technological learning opportunities and hosting forums for discussion of books, art and recent news topics. In addition to adding baby story time on Saturdays and a quarterly family literacy night, staff have added a Spanish Language book club, two afternoon story times, and an expanded Summer Reading Program, at no additional cost to the city.

Division Budget Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$ 1,075,650	\$907,057	\$ 1,059,801	\$916,110	\$ 1,118,449
Operation Materials & Supplies	352,820	352,128	346,070	287,559	382,770
Contract & Professional Services	107,620	142,918	194,900	129,116	191,650
Indirect Costs	225,586	241,503	219,944	197,765	210,703
Total	\$1,761,676	\$1,643,606	\$1,820,715	\$1,530,550	\$1,903,572

Administration

Library

Contractual & Professional Detail

Account	Vendor	Amount
10-4390-0670	CLA Memberships (4)	\$650
10-4390-0700	Book Pre-processing	29,500
	Collection Agency (UMS)	5,000
	Marchive Annual Service	1,800
	Database Record Maintenance	4,000
	OCLC Annual Service Fee	20,000
	Califa	1,200
	SCLC	4,900
10-4394-0670	Miscellaneous Supplies for Califa/Wi-Fi project	1,000
10-4392-0700	E-book Contract (Overdrive)	16,000
	Study Room Reservation Software	1,000
	IT services (Datasource)	101,000
	Envisionware/Mark Enterprises firewall support	5,600
Total Detail		\$191,650

Administration

Columbia Memorial Space Center

Department Overview

Organizational Chart



Division Summary of Full Time Positions

Positions	Actual FY 2012-13	Actual FY 2013-14	Actual FY 2014-15	Approved FY 2015-16
Administrative Assistant	1	1	1	1
Center Supervisor	1	1	1	1
Executive Director	.25	0	1	1
Total Full Time Positions	2.25	2	3	3

Administration

Columbia Memorial Space Center

Division Description

The Columbia Memorial Space Center (CMSC) opened to the public in late 2009. A hands-on science and technology learning center, the Space Center is dedicated to bringing the wonder and excitement of science and innovation to visitors of all ages, while honoring the contributions of Downey residents to America's space program. The Space Center receives most of its funding from the General Fund, and generates a small amount of revenue from admission prices, field trip fees, event reservations and gift store sales.

In addition to the General Fund, the CMSC includes a Foundation that was incorporated in 2004 to provide assistance for Space Center programs and operations. The Space Center's management is currently developing a plan to evolve and grow the Foundation's board with the purpose of increasing its activity in support of the Center.

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Projected FY 2014-15	Planned FY 2015-16
Number of patron visits in the fiscal year	26,748	30,540	30,000	45,000
Number of special events (Robotics Workshop, Rocket Fever, Scouting Days)	142	216	170	200
Number of preschool classes conducted	8	24	25	24
Number of CLC missions conducted	125	122	130	150
Number of field trips conducted	255	238	300	350
Percent enrollment in summer camps & workshops	78%	66%	80%	85%
Number of Saturday Science Workshops held	6	12	12	36
Number of ROP and Volunteer Hours		1822		2500
Percent weekends booked for rentals	77%	81%	80%	80%
Percent Saturdays booked for birthday parties	48%	52%	50%	55%
Number of teacher workshops	4	8	8	12

* Higher numbers due to expanded hours and days of operation.

Administration

Columbia Memorial Space Center

Budget Narrative

The Columbia Memorial Space Center addresses the City Council's Quality of Life priority. It is a unique resource for the City, serving the learning and leisure-time activities of children and adults, while housing two exceptional learning environments for the public in the Robot Lab and Challenger Learning Center. The Space Center plans to become even more connected to its surrounding communities in FY 2015-2016 through its outreach and in-house programs, transforming itself into the hub of science experiences for the region.

The Columbia Memorial Space Center currently is in a period of growth and change. An Executive Director was hired in FY 2014-2015 and is helping to develop new practices and procedures throughout the organization which includes master program and exhibit planning, increasing fundraising and revamping the Center's mission. The budget reflects expenses for consulting activities related to this needed planning. The budget also allows for an increase in programming aligned to new Space Center priorities that will best serve its communities and that can be leveraged for increasing the awareness of the Center both to the public as well as within the fundraising landscape of Southern California. In addition, FY 2015-2016 will see a continued increase in marketing and fundraising activity and so, increases in budget items related to these activities, including advertising and printing, have been included.

Division Budget Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$ 359,447	\$ 277,923	\$ 448,026	\$ 403,251	\$ 577,741
Operation Materials & Supplies	109,898	139,548	133,850	104,677	164,438
Contract & Professional Services	78,928	61,574	135,000	60,383	85,000
Indirect Costs	45,190	65,400	66,208	54,360	65,400
Total	\$ 593,464	\$ 544,445	\$ 783,084	\$ 622,670	\$ 892,579

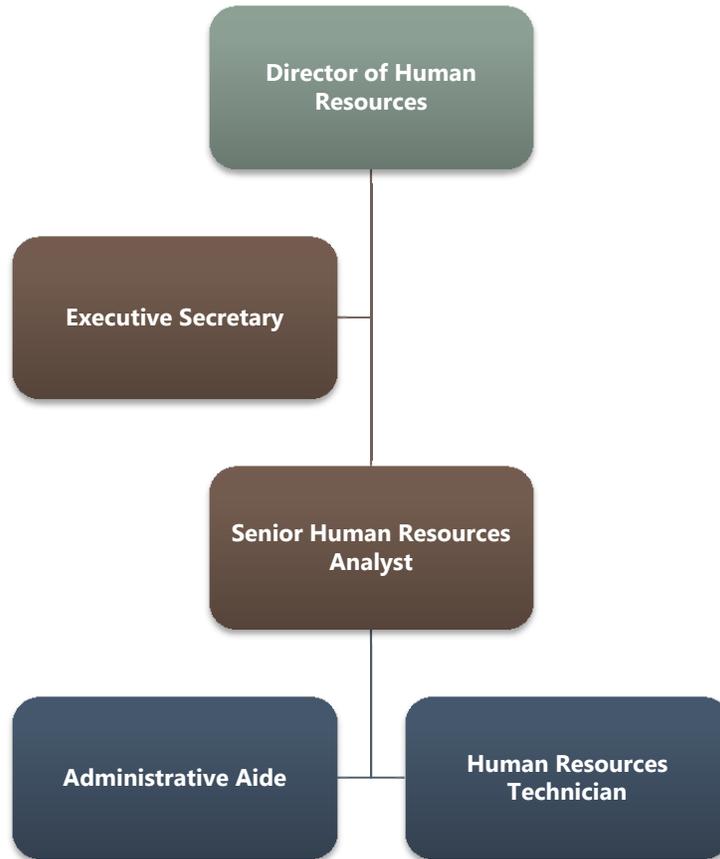
Contractual & Professional Detail

Account	Vendor	Amount
24-4511-0670	CLC Annual License Fee	\$20,000
	ASTC Membership	1,000
	American Alliance of Museums (AAM)	1,000
	Smithsonian Affiliation Fee	3,000
24-4511-0700	Exhibit Maintenance & Repair	15,000
	CLC and Staff Training	3,000
	IT services (Datasource)	30,000
	Museum Planning, Evaluation and Programming Consultants	12,000
Total Detail		\$85,000

Administration

Human Resources

Organizational Chart



Division Summary of Full Time Positions

Positions	Actual FY 2012-13	Actual FY 2013-14	Actual FY 2014-15	Approved FY 2015-16
Administrative Aide	0	0	1	1
Administrative Assistant	1	1	0	0
Human Resources Director	1	1	1	1
Human Resources Technician	1	1	1	1
Sr. Human Resources Analyst	1	1	1	1
Executive Secretary	0	0	1	1
Total Full Time Positions	4	4	5	5

* Reclassification from Administrative Aide

Administration

Human Resources

Division Description

Human Resources is responsible for the administration of the City's personnel system, which includes both traditional and routine personnel functions to support organizational objectives and goals. Functional areas include: recruitment and selection testing; classification and compensation; employee and labor relations; collective bargaining support; implementation and administration of Memoranda of Understanding; development and administration of personnel rules and regulations; employee training and development; management consultation on discipline and other personnel matters; workers' compensation administration; employee benefits administration; application and adherence to Federal and State employment laws; and, personnel records management.

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Projected FY 2014-15	Planned FY 2015-16
Number of full time recruitments conducted	14	27	30	46
Percent certified Eligible List established of highly-qualified candidates resulting in a hiring decision within the top 3 candidates	71%	78%	90%	90%
Number of part time recruitments conducted	22	29	35	35
Number of collective bargaining agreements (MOUs) negotiated and implemented	4/7	0	3/7	7/7
Number of Personnel Status Changes evaluated and processed	880	757	800	850
Number of supervisory and management skills training sessions provided or conducted, including mandated training	16	10	13	16

Administration

Human Resources

Budget Narrative

This year's budget request proposes an increase to funding levels over last year, resulting primarily from increased recruitment activity costs due to anticipated employee retirements, the addition of technology enhancement tools to administer mandated legislation covering the Affordable Care Act (ACA) and the California Healthy Workplaces/Healthy Families Act (paid sick leave). These changes increase efficiency and effectiveness in the delivery of personnel services for the attraction, development, and retention of qualified and key personnel in support of organizational objectives and Council priorities.

Division Budget Summary

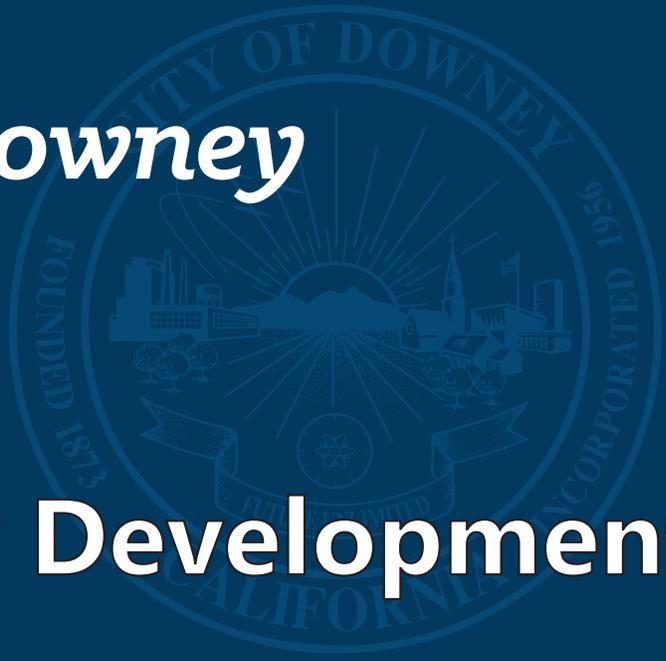
Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$ 434,903	\$ 403,302	\$ 466,771	\$ 489,874	\$ 616,295
Operation Materials & Supplies	188,711	413,550	563,625	386,257	516,403
Contract & Professional Services	31,175	153,308	55,000	87,523	136,535
Indirect Costs	24,532	27,953	23,683	20,947	21,853
Capital Outlay	-	-	-	-	4,000
Total	\$ 679,321	\$ 998,114	\$1,109,079	\$ 984,601	\$1,295,086

Contractual & Professional Detail

Account	Vendor	Amount
10-1390-0670	Background Checks	3,000
	Bilingual Skills Testing	3,000
	DOT Random Testing Training	2,000
	Employee Relations Training Consortium	4,200
	Fingerprinting	5,000
	Governmentjob.com Membership	1,320
	Human Resources Information System (HRIS)	42,915
	National Safety Compliance (DOT)	1,000
	NeoGov On-Line Applicant Tracking	7,400
	NeoGov On-Line Performance Evaluation	13,900
	Personnel Investigations	20,000
	Professional Memberships	12,800
	Sexual Harassment/Workplace Violence Prevention On-Site Training	10,000
	Written Examinations	10,000
Total Detail		\$136,535



City of Downey



Community Development

Administration - Building & Safety
Code Enforcement
Housing & Grants - Planning



Community Development

Department Overview

Organizational Chart

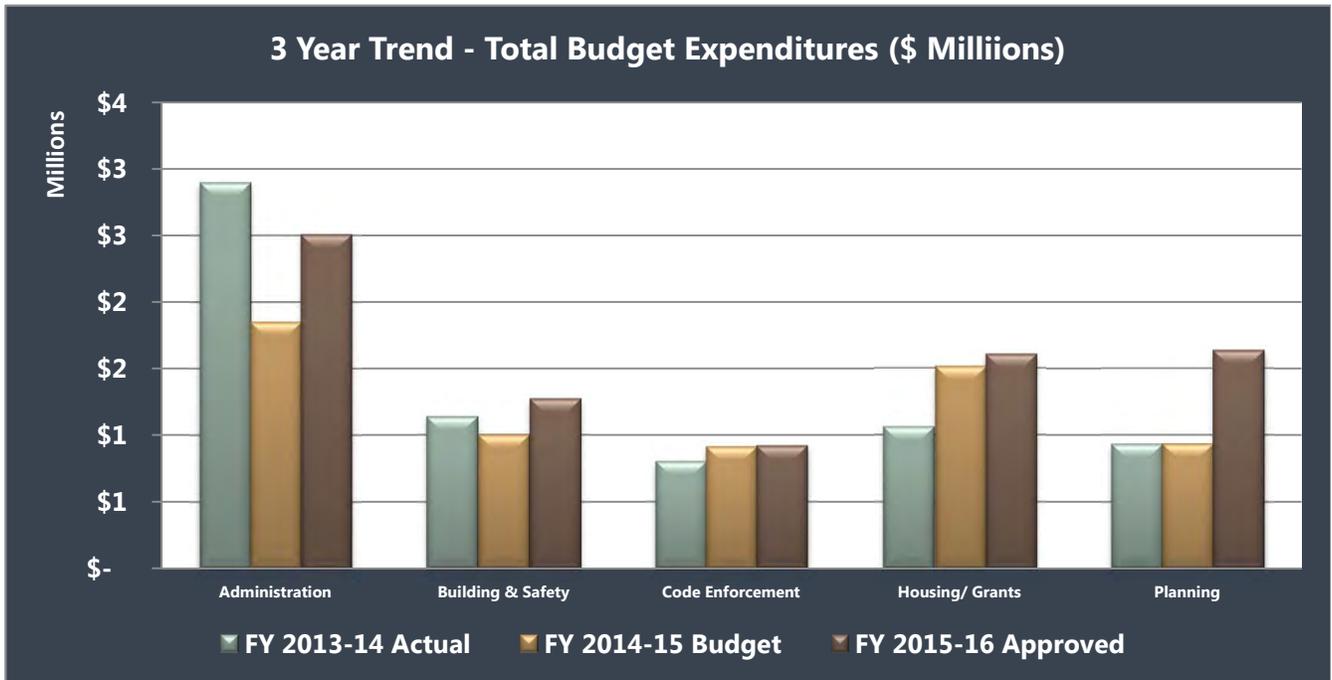
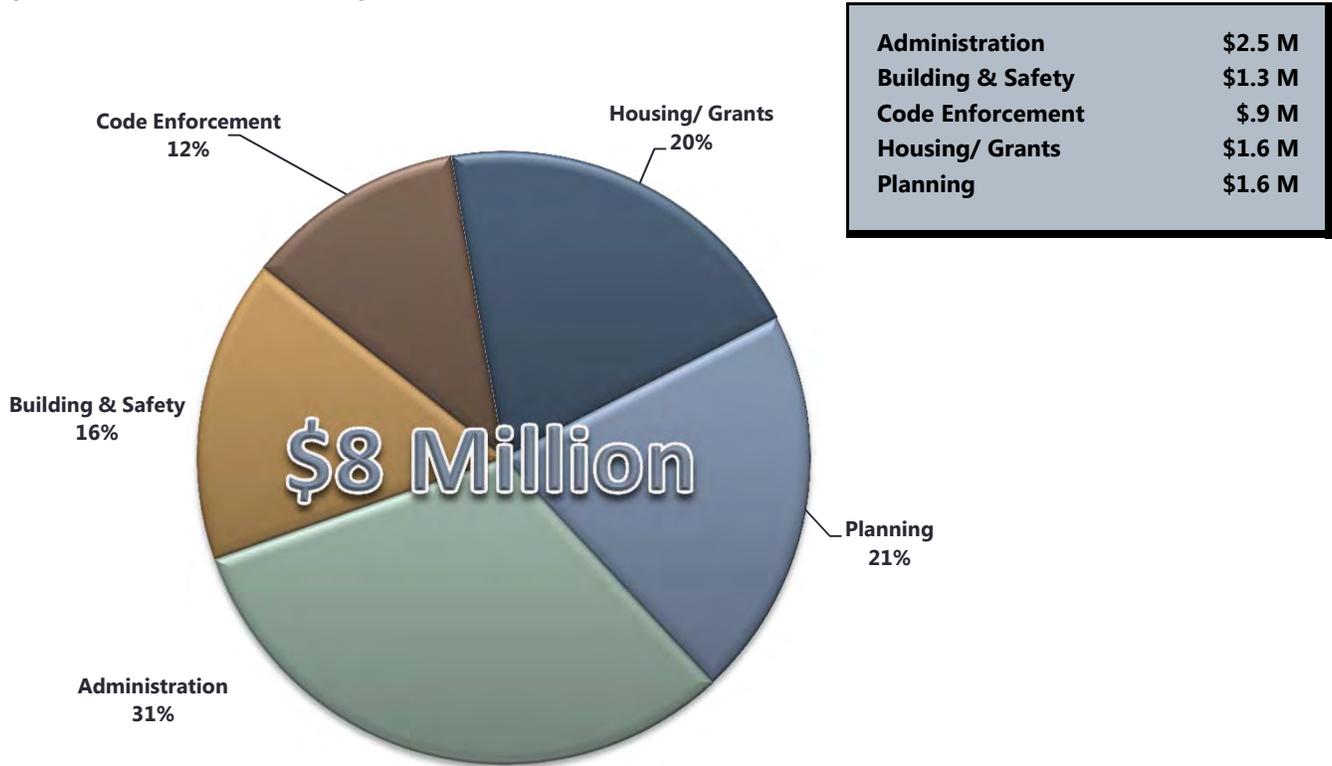


Department Description

The Community Development Department is responsible for improving and sustaining the health of the city's economy, neighborhoods and infrastructure and includes six divisions: Administration, Building & Safety, Code Enforcement, Housing & Grants, RDA Dissolution and Planning. The Department oversees all economic development and redevelopment projects within the city, administers federal grants for community improvement, and oversees the redevelopment dissolution process.

Community Development Department Summary

Total Budget Expenditures by Division (Excludes Transfers Out)



Community Development

Fiscal Year 2014-2015

Recent Accomplishments & Performance Indicators

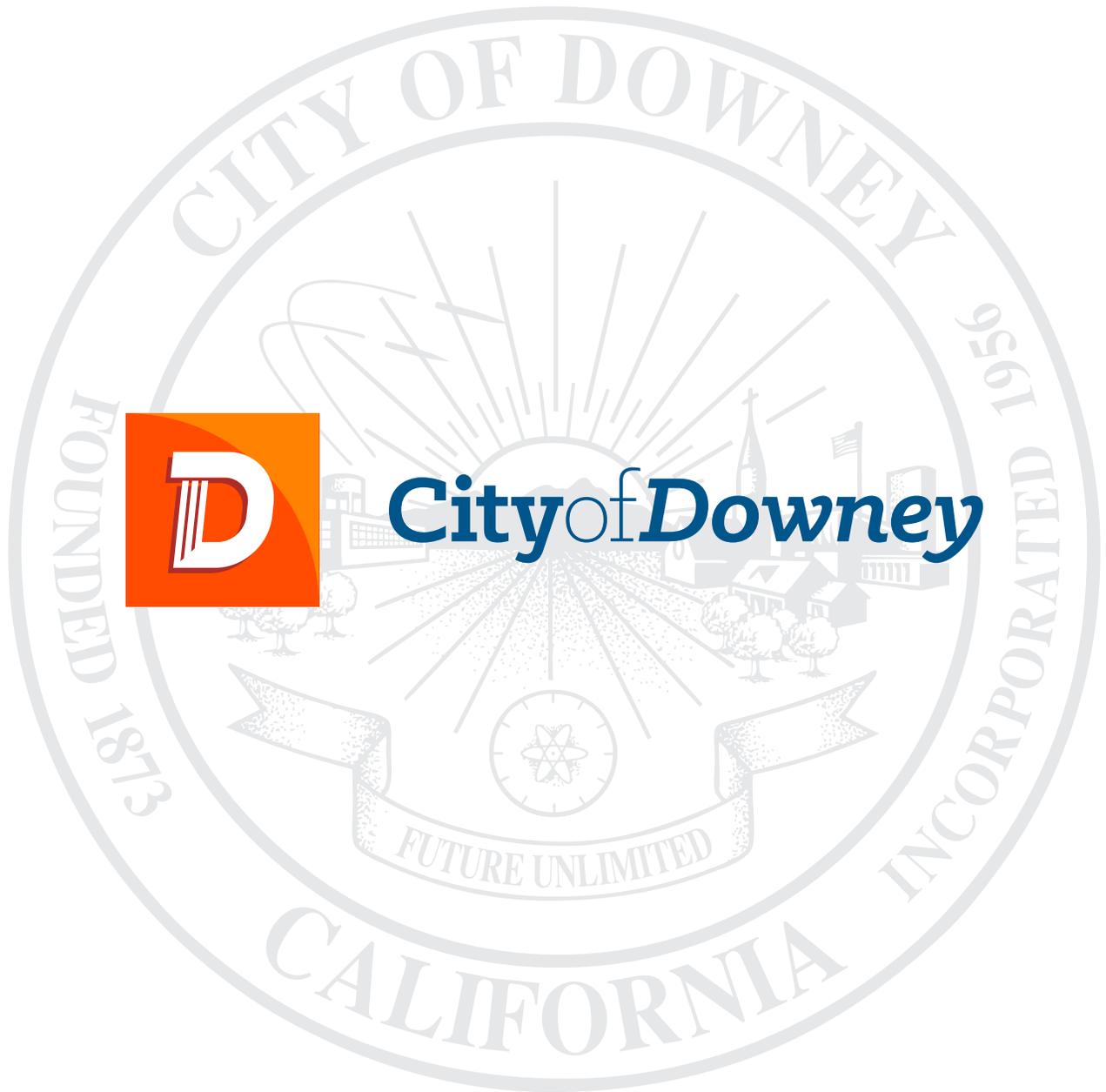
	Fiscal Responsibility	Efficiency & Adaptability	Economic Vibrancy	Quality of Life, Infrastructure & Parks	Public Engagement
Issued building permits and began vertical construction on the Promenade at Downey Project.		X	X	X	
Completed the following construction projects: Chick-fil-A Restaurant, The Habit Burger Grill, Electronic Billboard at I-5 Freeway, Dunkin' Donuts, Florence Condominiums, and The Downey Collection Townhomes.		X	X	X	X
Launched a new drought tolerant landscape webpage, which includes access to the L.A. County Drought Tolerant Landscape Guidelines.		X		X	
Completed 20 projects under the City's Home Improvement Grant and Rebate Assistance Program.	X			X	X
Facilitated the entitlement process and development of numerous projects including: In-&-Out Burger Restaurant Expansion, Old River School Condominiums, Imperial Townhouses, Vallarta (formerly Beach's Market), Starbucks Coffee (2), Expansion of Champion Dodge, New commercial developments on Lakewood and Gallatin, and 117-unit townhome development on the former Gallatin Medical site.		X	X	X	X
Completed the "Doodle-icious" mural in Downtown Downey.				X	
Introduced the "Tools for Business" webpage, allowing entrepreneurs and businesses to conveniently access local, state and federal information, regulations, and other resources.		X	X		
Completed the construction of the 50-unit Downey View Apartments with full occupancy in effect as of March 30, 2015.				X	
Entered into Disposition Development Agreement with Habitat for Humanity for the development of seven (7) units for first-time homebuyer housing project.	X	X		X	
Completed two (2) Requests for Proposals (RFPs) to develop the Avenue Theater property and the Community Development Commission owned property located at 9066 Firestone.		X	X	X	
Applied for and received a \$425,000 grant for Rancho Los Amigos South Campus/EcoRapid Transit Line Specific Plan.		X		X	X

Community Development

Fiscal Year 2015-2016

Goals & Objectives

	Fiscal Responsibility	Efficiency & Adaptability	Economic Vibrancy	Quality of Life, Infrastructure & Parks	Public Engagement
Continue assisting in the economic growth of the city by facilitating commercial development, such as: Penske Toyota Expansion, Champion Dodge Showroom, former Sambis site remodel, development of the southeast/southwest corners of Lakewood Blvd. and Gallatin Rd., development of the property located immediately to the south of the southwest corner of Lakewood Blvd. and Firestone Blvd., and develop the former Beach's Market site.		X	X	X	
Foster Downtown Downey growth and promotion by attracting retail, restaurant, and housing developments, while instituting a property owner assessment district.			X	X	
Begin design review and entitlement processes for a hotel development located at 9066 Firestone Blvd. and the Avenue Theatre.			X	X	X
Continue economic development efforts by assisting with the growth of auto dealerships.			X	X	
Provide CDBG funding incentives for new business attraction with an expected outcome of 15 new jobs at the Promenade at Downey.			X	X	
Provide federal CDBG and HOME funds to continue the implementation of the Grant and Rebate Program for 20-25 home improvement projects.	X			X	X
Continue to facilitate the development of quality residential projects, such as: 9 Old River School Rd. Townhomes, 9 Stewart and Gray Rd. Townhomes, 7 for-sale Habitat for Humanity units, 14 Foster Rd. Condominiums and Centerpointe, a 117-unit townhome project located on Paramount Blvd.		X	X	X	X
Begin a new specific plan for the Rancho Los Amigos South Campus, which will include a station design for the future EcoRapid transit line.		X	X	X	X
Partner with SBDC and the Chamber of Commerce to provide a comprehensive "Capital Scan and Grow" program for small business owners, through which their financial condition will be assessed and a substantial growth/financial strategy plan will be created.			X		X
Initiate a bio-medical planning study.		X	X	X	
Establish standards for the design and installation of landscape using drought-tolerant and native plants, as well as artificial turf, to minimize water usage.		X		X	
Increase public access to Community Development information through on-line access to property records.		X			X
Perform and complete a permit process assessment.	X	X			
Maintain a high level of customer service through efficient and speedy service at the public counter, accurate and timely plan review, and responding to telephone and email messages expeditiously.		X			X



Community Development Department Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
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By Type

Personnel Services	\$ 2,773,568	\$ 2,255,381	\$ 2,318,869	\$ 2,142,522	\$ 2,480,843
Operation Materials & Supplies	4,675,403	3,068,693	2,039,375	1,746,868	2,947,264
Contract & Professional Services	902,358	1,356,191	1,742,639	1,254,093	2,408,335
Indirect Costs	137,259	164,581	126,099	109,138	109,602
Capital Outlay	-	-	-	-	5,800
Total by Type	\$ 8,488,589	\$ 6,844,847	\$ 6,226,982	\$ 5,252,620	\$ 7,951,844

By Division

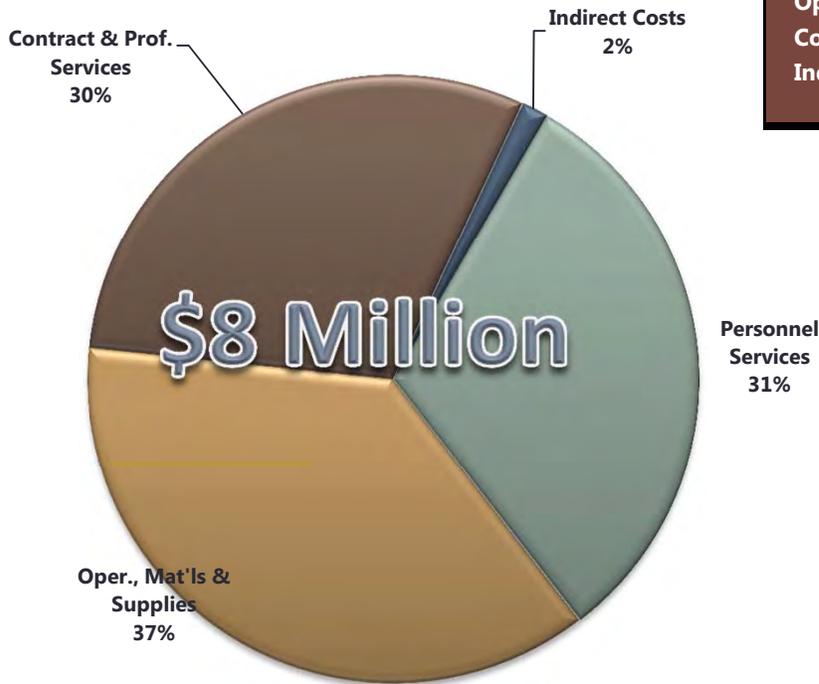
Administration	\$ 4,323,220	\$ 2,900,362	\$ 1,853,679	\$ 1,592,057	\$ 2,510,675
Building & Safety	982,937	1,141,815	1,005,341	1,041,511	1,274,161
Code Enforcement	817,843	803,689	913,877	774,943	920,799
Housing/ Grants	1,456,627	1,063,962	1,516,200	940,046	1,606,619
Planning	907,963	935,019	937,885	904,064	1,639,590
Total by Division	\$ 8,488,589	\$ 6,844,847	\$ 6,226,982	\$ 5,252,620	\$ 7,951,844

By Fund

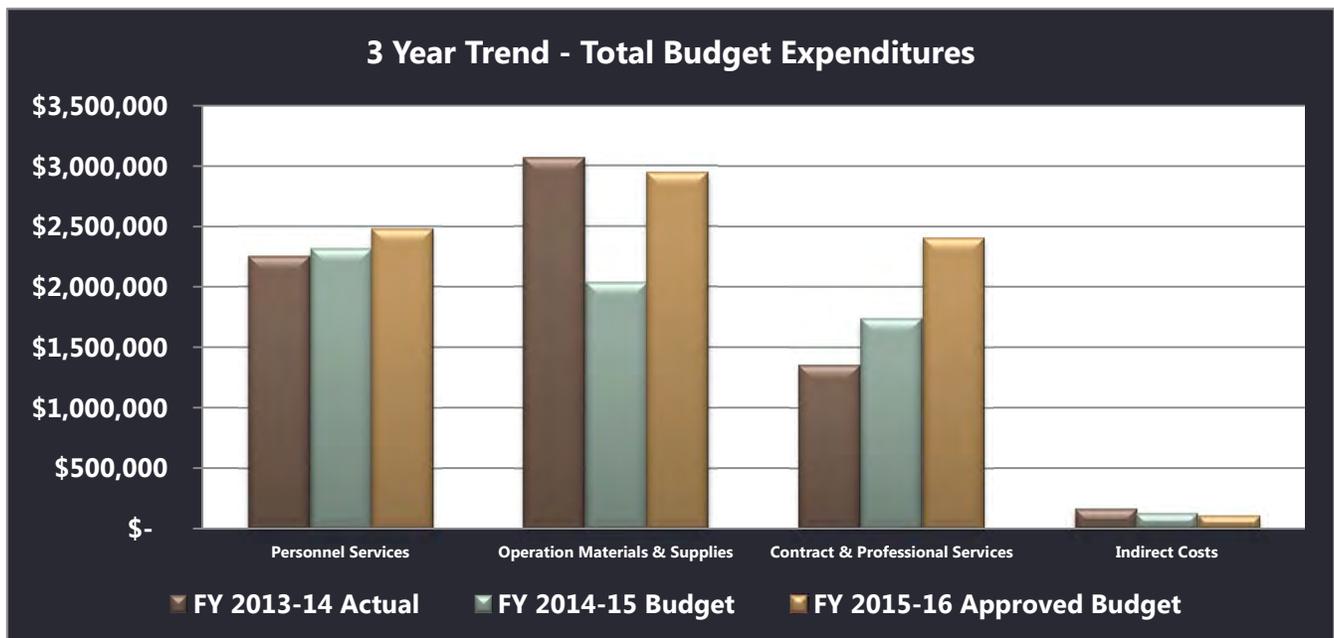
10-General Fund	\$ 3,768,906	\$ 3,693,814	\$ 3,832,097	\$ 3,638,674	\$ 4,880,887
28-CDBG	840,842	786,809	1,107,975	820,549	1,092,629
29-HOME	615,785	277,153	408,225	119,497	513,990
83-Successor Agency	2,347,121	-	-	-	-
84-Successor Agency	44,350	19,442	40,250	13,460	85,250
91-Successor Agency	-	268,057	203,000	25,006	744,669
93-Successor Agency	871,586	1,799,571	635,435	635,434	634,419
Total by Fund	\$ 8,488,589	\$ 6,844,847	\$ 6,226,982	\$ 5,252,620	\$ 7,951,844

Community Development Department Summary

Total Budget Expenditures by Category (Excludes Transfers Out)



Personnel Services	\$2.5 M
Oper., Mat'ls & Supplies	\$2.9 M
Contract & Prof. Services	\$2.4 M
Indirect Costs	\$.1 M



Community Development Division Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
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Administration

Personnel Services	\$ 586,915	\$ 505,491	\$ 496,222	\$ 495,830	\$ 530,237
Operation Materials & Supplies	3,238,957	1,893,013	813,185	748,936	863,769
Contract & Professional Services	496,912	500,958	544,000	347,155	1,116,669
Indirect Costs	436	900	272	136	-
Total	\$ 4,323,220	\$ 2,900,362	\$ 1,853,679	\$ 1,592,057	\$ 2,510,675

Building & Safety

Personnel Services	\$ 688,374	\$ 287,347	\$ 299,141	\$ 279,065	\$ 339,472
Operation Materials & Supplies	216,486	335,329	173,850	274,983	414,250
Contract & Professional Services	282	420,000	461,000	427,023	461,000
Indirect Costs	77,794	99,139	71,350	60,441	59,439
Total	\$ 982,937	\$ 1,141,815	\$ 1,005,341	\$ 1,041,511	\$ 1,274,161

Code Enforcement

Personnel Services	\$ 345,930	\$ 371,732	\$ 453,873	\$ 322,285	\$ 471,499
Operation Materials & Supplies	80,848	81,987	116,850	79,500	81,300
Contract & Professional Services	383,723	342,791	341,000	371,660	368,000
Indirect Costs	7,341	7,179	2,154	1,498	-
Total	\$ 817,843	\$ 803,689	\$ 913,877	\$ 774,943	\$ 920,799

Housing/ Grants

Personnel Services	\$ 344,929	\$ 332,018	\$ 291,971	\$ 330,080	\$ 319,208
Operation Materials & Supplies	1,103,479	719,819	901,590	579,265	923,745
Contract & Professional Services	8,219	12,125	322,639	30,701	363,666
Total	\$ 1,456,627	\$ 1,063,962	\$ 1,516,200	\$ 940,046	\$ 1,606,619

Community Development Division Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
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Planning					
Personnel Services	\$ 807,420	\$ 758,794	\$ 777,662	\$ 715,263	\$ 820,427
Operation Materials & Supplies	35,633	38,545	33,900	64,184	664,200
Contract & Professional Services	13,221	80,317	74,000	77,554	99,000
Indirect Costs	51,688	57,363	52,323	47,063	50,163
Capital Outlay	-	-	-	-	5,800
Total	\$ 907,963	\$ 935,019	\$ 937,885	\$ 904,064	\$ 1,639,590

Community Development Dept	\$ 8,488,589	\$ 6,844,847	\$ 6,226,982	\$ 5,252,620	\$ 7,951,844
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Community Development

Administration

Organizational Chart



Division Summary of Full Time Positions

Positions	Actual FY 2012-13	Actual FY 2013-14	Actual FY 2014-15	Approved FY 2015-16
Director of Community Development	1	1	1	1
Economic Development Manager	0	0	0	1
Executive Secretary	1	1	1	1
Total Full Time Positions	2	2	2	3

Community Development

Administration

Division Description

The Administration Division of the Community Development Department oversees all Economic Development activity within the city, including strategies and services that create an environment in which businesses can develop and prosper, while effectively retaining, and expanding businesses in the community. In addition, the Division provides clerical, administrative, and office management services for all divisions within the Department. This Division also prepares and manages the Department Budget and all financial transactions. Finally, the Division provides support to Downey Successor Agency, which is responsible for winding down the affairs of the former Redevelopment Agency.

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Projected FY 2014-15	Planned FY 2015-16
Customer Service Satisfaction Survey Responses	827	519	706	1,000

Community Development

Administration

Budget Narrative

This year's budget request proposes to continue to fund the Administration Division at the same level of funding as Fiscal Year 2014-15, with the exception of an increase in legal and contract services necessary for matters involving business retention and attraction, design and development consulting, and economic development studies. The Administration Division includes funds for the attraction, promotion and retention of businesses, as well as for design, development and entitlement consulting services for real property throughout the city. An entirely reorganized economic development initiative continues to address the Council's Economic Vibrancy priorities. Extensive outreach to businesses and brokers is also planned in the next fiscal year, to ensure Downey's key available properties are developed promptly with optimal services and businesses for the Community.

Division Budget Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$ 586,915	\$ 505,491	\$ 496,222	\$ 495,830	\$ 530,237
Operation Materials & Supplies	3,238,957	1,893,013	813,185	748,936	863,769
Contract & Professional Services	496,912	500,958	544,000	347,155	1,116,669
Indirect Costs	436	900	272	136	-
Total	\$ 4,323,220	\$ 2,900,362	\$ 1,853,679	\$ 1,592,057	\$ 2,510,675

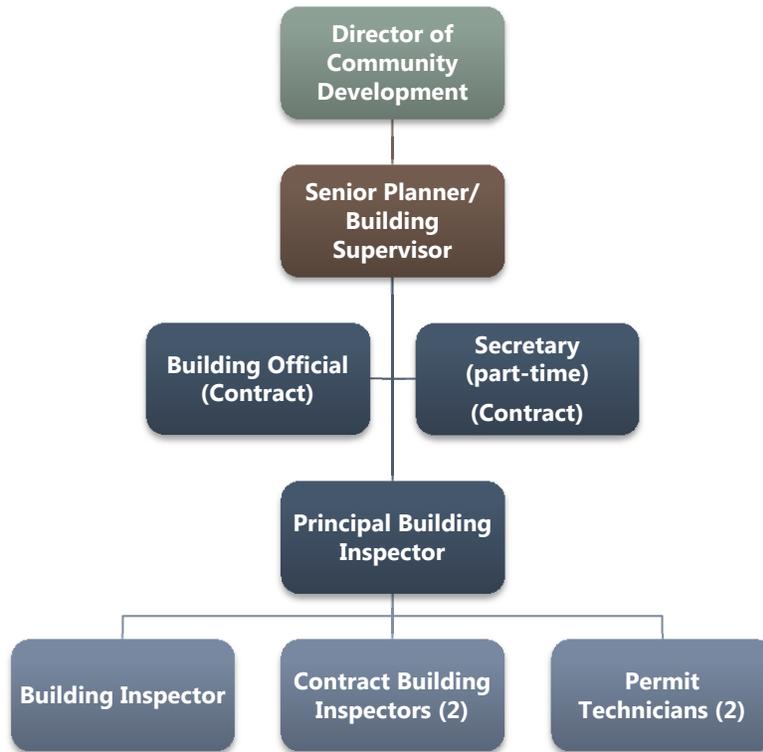
Contractual & Professional Detail

Account	Vendor	Amount
10-5910-0700	Business attraction and retention	\$50,000
	Design, engineering and environmental consulting	40,000
	Chamber of commerce	33,000
	Permit process assessment/study	50,000
	Economic development studies	75,000
	Other professional and technical services/fess	7,000
10-5915-0700	RMI International Security Services – Security services for parking structure/downtown	102,000
84-6855-0700	Relocation consultant and legal services for affordable housing projects	15,000
91-5910-0700	Successor agency	744,669
Total Detail		\$1,116,669

Community Development

Building & Safety

Organizational Chart



Division Summary of Full Time Positions

Positions	Actual FY 2012-13	Actual FY 2013-14	Actual FY 2014-15	Approved FY 2015-16
Building Inspector	1	1	1	1
Building Permit Technician	2	2	2	2
Principal Building Inspector	1	1	1	1
Total Full Time Positions	4	4	4	4

Community Development

Building & Safety

Division Description

The Building and Safety Division of the Community Development Department is responsible for reviewing commercial and residential construction plans, inspecting city-wide building projects, serving the public at the public counter, and maintaining and retrieving building records in an orderly and precise manner. The Division monitors the City of Downey Municipal Code as it relates to local and state building code standards enforced for the health, safety, and welfare of the citizens of Downey.

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Projected FY 2014-15	Planned FY 2015-16
Number of Permits Issued	1,980	1,921	1,975	1,959
Number of Counter Visits	9,322	10,504	9,970	9,932
Number of Inspections	9,149	9,563	9,748	9,487
California Building Officials (CALBO) and International Code Council (ICC) Staff Development and Training	n/a	75%	100%	100%

Community Development

Building & Safety

Budget Narrative

This year's budget request proposes to increase the funds for the Building & Safety Division to accommodate a forecast of an increase in commercial building activity. This includes the need for additional funding for contract services due to the augmented need of these services brought about by the development of the Promenade at Downey and an increase in land use entitlements being processed by the Planning Division, which are pass-throughs. In furtherance of the Council's Fiscal Responsibility and Efficiency & Adaptability Goals, the Code Enforcement, Planning, and Building and Safety divisions all work closely with one another, as well as with the Public Works' Engineering division and the Fire Department's Fire Prevention Bureau.

Division Budget Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$688,374	\$287,347	\$299,141	\$279,065	\$339,472
Operation Materials & Supplies	216,486	335,329	173,850	274,983	414,250
Contract & Professional Services	282	420,000	461,000	427,023	461,000
Indirect Costs	77,794	99,139	71,350	60,441	59,439
Total	\$ 982,937	\$1,141,815	\$1,005,341	\$1,041,511	\$1,274,161

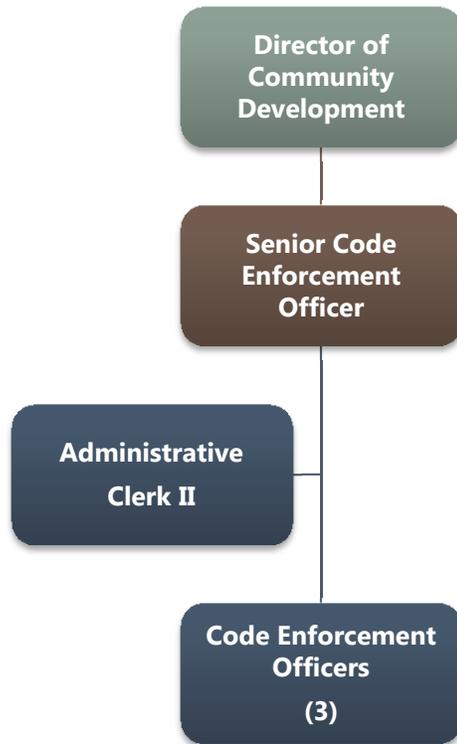
Contractual & Professional Detail

Account	Vendor	Amount
10-5210-0670	ICBO & IAPMO dues	\$1,000
10-5210-0700	Building inspection professional and technical services	460,000
Total Detail		\$461,000

Community Development

Code Enforcement

Organizational Chart



Division Summary of Full Time Positions

Positions	Actual FY 2012-13	Actual FY 2013-14	Actual FY 2014-15	Approved FY 2015-16
Administrative Clerk II	1	1	1	1
Code Enforcement Officer	4	4	4	3
Senior Code Enforcement Officer	0	0	0	1
Total Full Time Positions	5	5	5	5

Community Development

Code Enforcement

Division Description

The Code Enforcement Division practices proactive enforcement of health and safety, nuisance, blight, commercial, and MS4 (storm water system) violations. The Division is committed to maintaining the high standards established for integrity, professionalism and dedicated service, while improving the quality of life for those who live, work, and own property and businesses within the city. The Division is responsible for the care, quality, and maintenance of neighborhoods and the built community, after construction is completed. These efforts are carried out through the enforcement of city codes, the education and involvement of residents, maintenance of the right-of-ways and the monitoring of permits and licenses.

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Projected FY 2014-15	Planned FY 2015-16
Number of Code Enforcement Cases	2,667	2,588	2,645	2,633
Number Yard Sale Inspections	5,040	4,839	4,885	4,921
Number of Parking Citations	102	175	169	149
Number of Administrative Citations	166	201	169	179
California Association of Code Enforcement Officers (CACEO) Staff Certification and Training	75%	75%	75%	100%
Joint Regional Task Force Training	100%	100%	100%	100%
Hazardous Material Training	100%	75%	100%	100%
Drug Enforcement Administration (DEA) Training	50%	75%	100%	100%

Community Development

Code Enforcement

Budget Narrative

Code Enforcement operations help to advance the City Council's Quality of Life goal. This year's budget request proposes to continue to fund the Code Enforcement Division at the same level of funding as Fiscal Year 2014-15. On an annual basis, code enforcement officers take part in certification and training as well as participate in Joint Regional Task Force initiatives. Code Enforcement has also participated in the on-the-ground implementation of the Gateway Cities Council of Governments Homelessness Initiative by coordinating with case workers and 24-hour response counselors to ensure respectful, empathetic interventions between homeless individuals and Code Enforcement and/or Police Officers. In the coming year, Code Enforcement would like to pro-actively enforce the Public Nuisance Codes to gain compliance at blighted properties.

Division Budget Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$ 345,930	\$ 371,732	\$ 453,873	\$ 322,285	\$ 471,499
Operation Materials & Supplies	80,848	81,987	116,850	79,500	81,300
Contract & Professional Services	383,723	342,791	341,000	371,660	368,000
Indirect Costs	7,341	7,179	2,154	1,498	-
Total	\$ 817,843	\$ 803,689	\$ 913,877	\$ 774,943	\$ 920,799

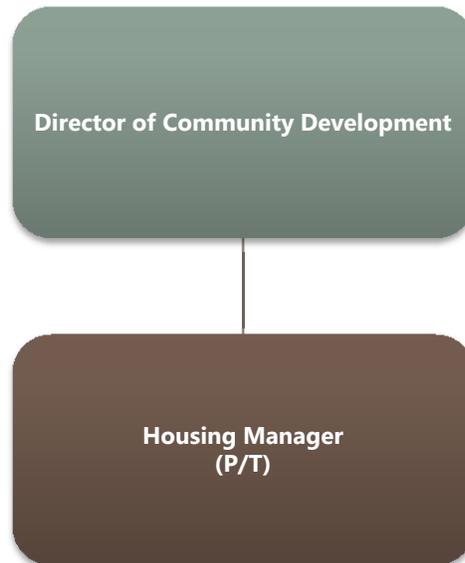
Contractual & Professional Detail

Account	Vendor	Amount
10-1250-0700	Animal Control Services (SEAACA)	\$360,000
10-5215-0700	LA County database and Corelogic Solutions fees	8,000
Total Detail		\$368,000

Community Development

Housing and Grants

Organizational Chart



Division Summary of Full Time Positions

Positions	Actual FY 2012-13	Actual FY 2013-14	Actual FY 2014-15	Approved FY 2015-16
Administrative Aide	0	1	1	1
Total Full Time Positions	0	1	1	1

Community Development

Housing and Grants

Division Description

The Housing and Grants Division of the Community Development Department is responsible for the administration of federally-funded housing projects, rehabilitation projects, neighborhood and senior center programs. It is responsible for developing and preserving affordable housing opportunities for people of low and moderate-income. The Division administers three various sources of funds, including the Community Development Block Grants (CDBG) and Federal HOME; as well as administering the former redevelopment set-aside funds for low- and moderate-income housing activities.

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Projected FY 2014-15	Planned FY 2015-16
Rehabilitation Grant Program	11	20	28	20-25
Community Development Block Grant (CDBG) and Integrated Disbursement Information System (IDIS) Staff Training	100%	100%	100%	100%

Community Development

Housing and Grants

Budget Narrative

The Housing Division is federally funded through the Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME). For Fiscal Year 2015-16, CDBG received approximately a three percent (3%) decrease and HOME received an approximately eight and a half (8.5%) percent decrease from last year's Federal Government entitlement. The Division addresses the Councils' Quality of Life and Economic Vibrancy Priorities. This year the Division is continuing the implementation of the rebate program for qualified projects that help low- to moderate-income homeowners achieve compliance and access for disabilities. The budget provides for debt service on various qualified CDBG projects such as Champion Dodge.

Division Budget Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$ 344,929	\$ 332,018	\$ 291,971	\$ 330,080	\$ 319,208
Operation Materials & Supplies	1,103,479	719,819	901,590	579,265	923,745
Contract & Professional Services	8,219	12,125	322,639	30,701	363,666
Total	\$1,456,627	\$1,063,962	\$1,516,200	\$ 940,046	\$1,606,619

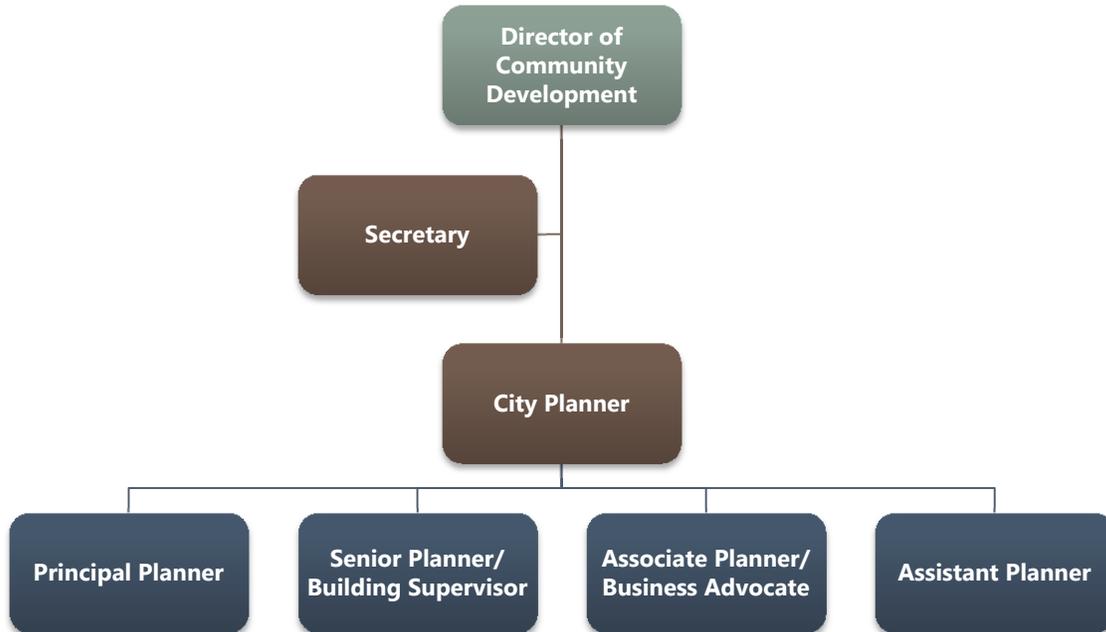
Contractual & Professional Detail

Account	Vendor	Amount
28-6851-0700	Professional consulting services	\$20,000
28-6852-0700	CDBG auditing consultant	5,000
29-6856-0700	HOME auditing consultant	10,000
29-6859-0700	Consultant services to support HOME and CDBG rehabilitation projects	12,000
28-5912-0700	Economic Development activities	316,666
Total Detail		\$363,666

Community Development

Planning

Organizational Chart



Division Summary of Full Time Positions

Positions	Actual FY 2012-13	Actual FY 2013-14	Actual FY 2014-15	Approved FY 2015-16
Assistant Planner	1	1	1	1
Associate Planner	1	1	1	1
City Planner	1	1	1	1
Principal Planner	1	1	1	1
Secretary	1	1	1	1
Senior Planner	1	1	1	1
Total Full Time Positions	6	6	6	6

Community Development

Planning

Division Description

The Planning Division of the Community Development Department is responsible for the physical development of the City of Downey. Its work program is sensitive to the community, avoids unnecessary impacts to the environment, meets the needs of the public, and improves the built environment by promoting high quality, excellent architecture, urban design and well-designed public environments that reflect community values, heritage and progressive design practices. Responsibilities include preparing and updating the General and Specific Plans, updating and receiving the Zoning Code, and processing development applications (variances, conditional use permits, subdivisions, etc.). In addition, the Division manages and provides support for the Planning Commission.

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Projected FY 2014-15	Planned FY 2015-16
Number of Counter Visits	6,595	6,348	6,651	6,531
Number of Planning Applications/Entitlements	260	269	284	271
Land Use, Planning Law and Environmental Review Staff Training	20%	100%	100%	100%

Community Development

Planning

Budget Narrative

This year's budget request proposes to continue to fund the Planning Division at the same level of funding as Fiscal Year 2014-15. The division will be placing special focus on efficiency and responsiveness to address the Council's priorities. Projects for the year include the continued, expedited processing of planning applications and entitlements; making certain hardcopy planning records and documents are scanned and Laserfished to allow for more efficient and faster access to historical documents; and completion of the 2014 General Plan Annual Report.

Division Budget Summary

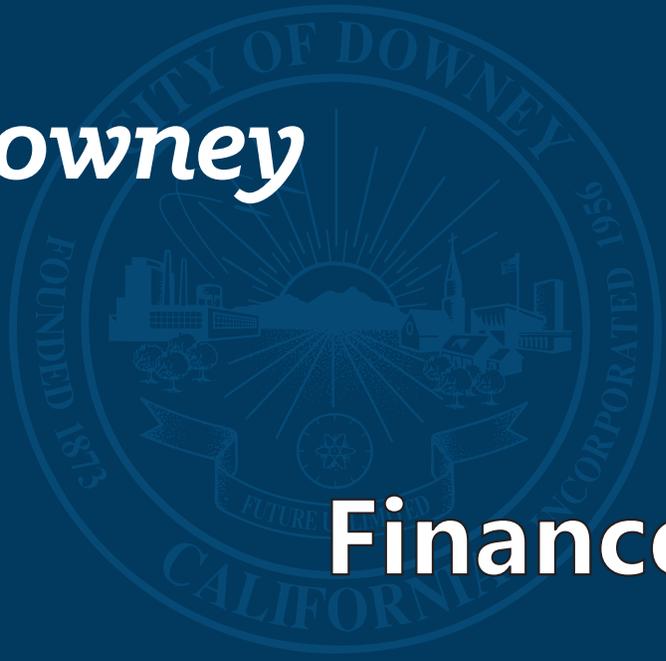
Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$ 807,420	\$ 758,794	\$ 777,662	\$ 715,263	\$ 820,427
Operation Materials & Supplies	35,633	38,545	33,900	64,184	664,200
Contract & Professional Services	13,221	80,317	74,000	77,554	99,000
Indirect Costs	51,688	57,363	52,323	47,063	50,163
Capital Outlay	-	-	-	-	5,800
Total	\$ 907,963	\$ 935,019	\$ 937,885	\$ 904,064	\$ 1,639,590

Contractual & Professional Detail

Account	Vendor	Amount
10-5110-0670	Southern California Association of Governments (SCAG)	\$10,000
	Local Agency Formation Commission (LAFCO)	3,000
	Other professional associations	1,000
10-5110-0700	Architectural, design and landscape consultants	20,000
	Accela & GIS maintenance services	43,000
	Other professional and technical service fees and consultants	22,000
Total Detail		\$99,000



City of Downey



Finance

Administration - General Accounting
Information Technology - Non-Departmental
Revenue



*Distinguished
Budget*

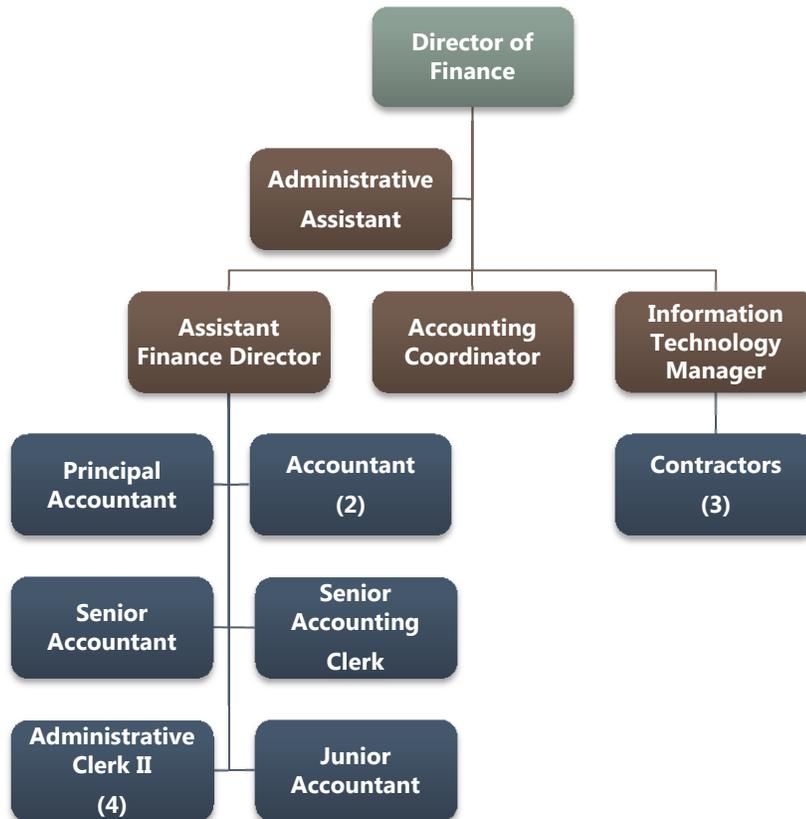
PRESENTATION

Award

Fiscal Year 2014-2015

Department Overview

Organizational Chart



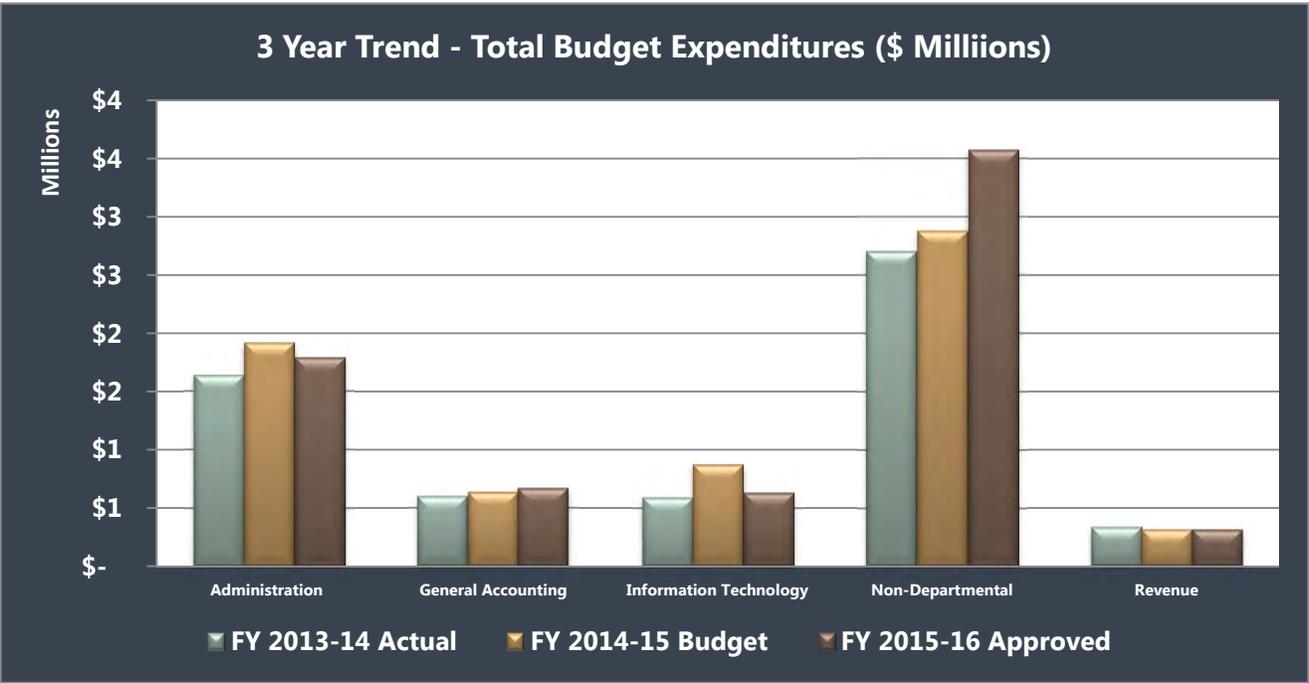
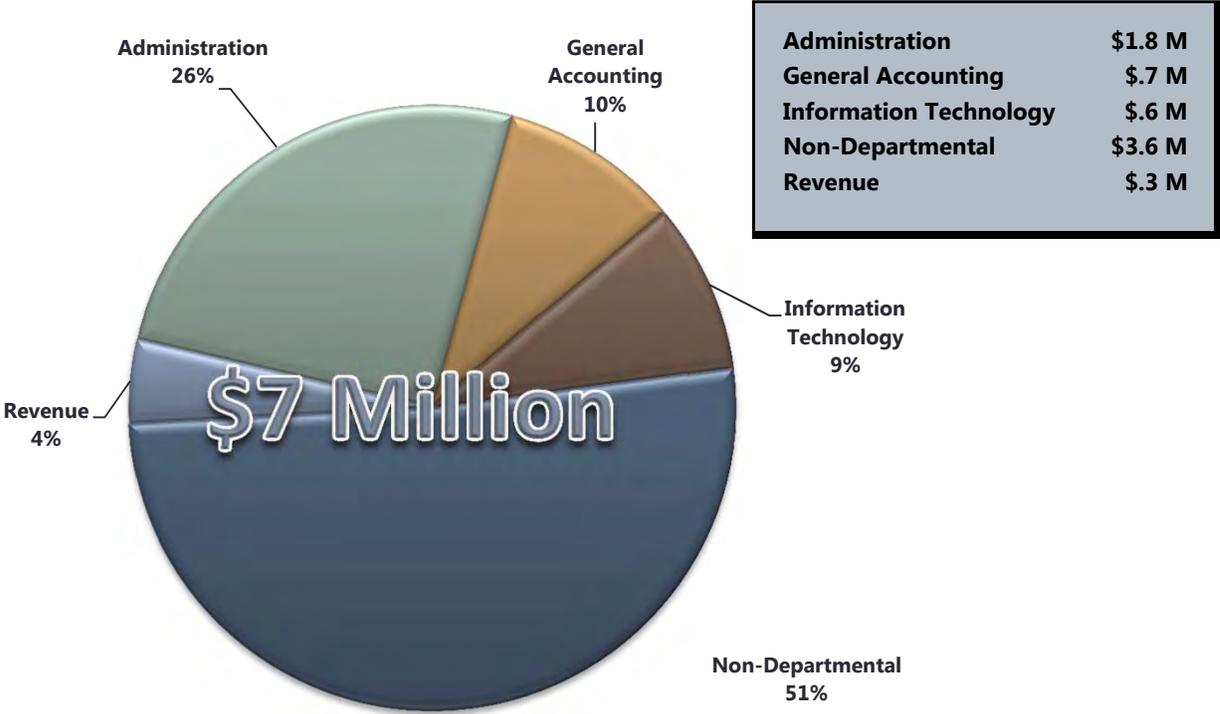
Department Description

The Finance Department effectively and efficiently manages the fiscal affairs of the City, Successor to the former Community Development Commission, SEAACA and the Downey Cemetery District. The department serves the financial needs of the Downey's citizens, management and employees through centralized accounting, auditing, treasury, business registration, animal licenses, water customer service, permit payments, purchasing, information technology, city operated ambulance collections, fixed asset management, and the filing of required regulatory periodic reports. In coordination with the City Manager's office, the Finance Department prepares and review the City's Annual Budget and Capital Improvement Program.

The Finance Department annually receives awards for audits and budgeting. The recently-received favorable ratings from Moody's and Standard & Poor underscore the City's sound financial practices.

Finance Summary

Total Budget Expenditures by Division (Excludes Transfers Out)

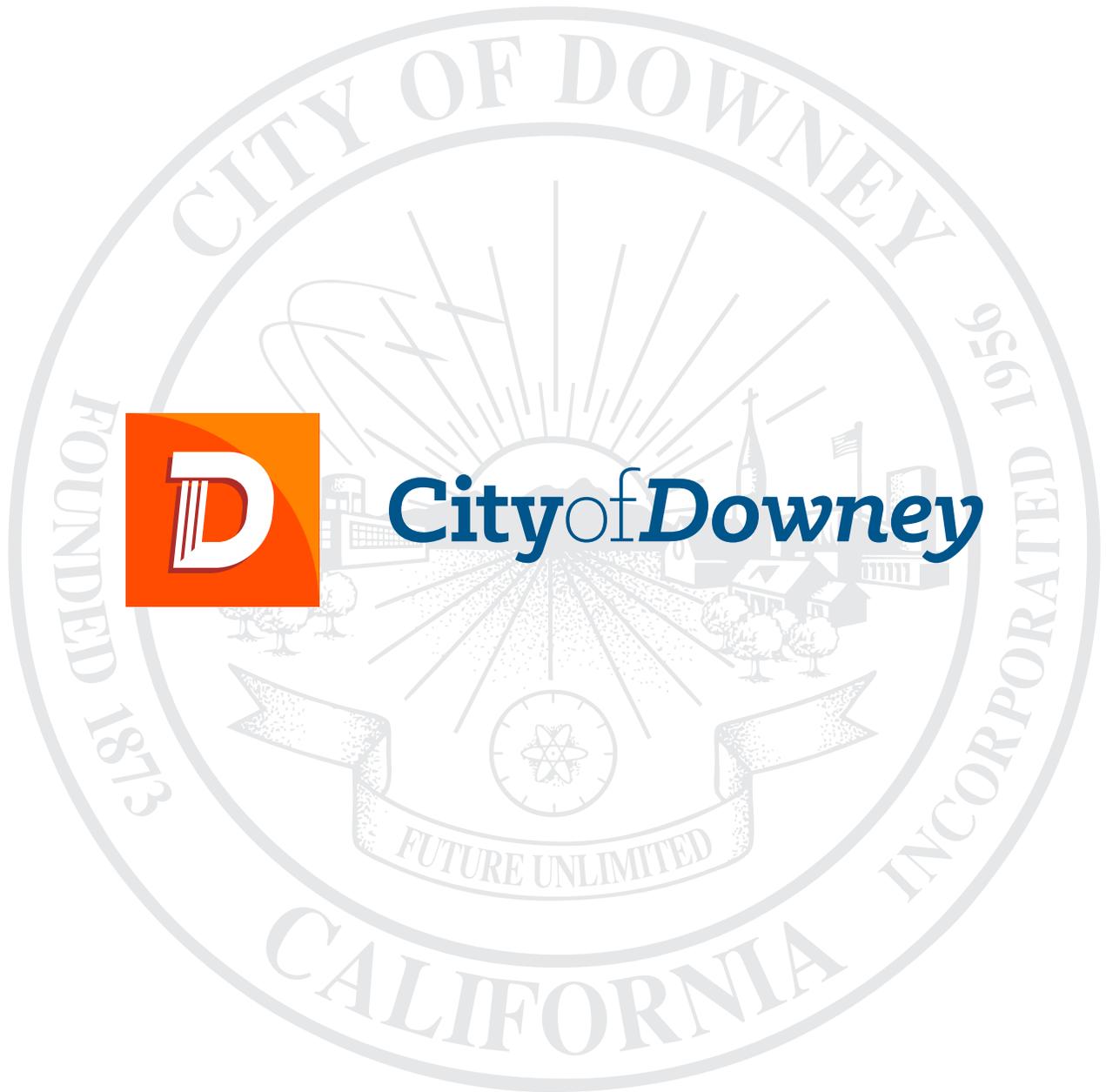


Fiscal Year 2014-2015 Recent Accomplishments & Performance Indicators

	Fiscal Responsibility	Efficiency & Adaptability	Economic Vibrancy	Quality of Life, Infrastructure & Parks	Public Engagement
Balanced Budget	X	X			
Received Government Finance Officers Association (GFOA) Budget Award and State of California Budget Award for FY 2014-15 Budget Document	X	X			
Provided frequent financial updates to Budget Subcommittee	X	X			
Cash Flow and long range financial forecast model	X	X			
Automated water billing – Phase I Completed	X	X	X		
Overhaul outdated city communications systems	X	X			
Aid in the development of a five-year CIP plan with Public Works	X	X			
Reorganize Finance Dept. for efficiency and professionalism	X	X			
Upgraded Finance Manager position to Assistant Finance Director	X	X			
Established online vendor & bid management system – Planet Bids					

Fiscal Year 2015-2016 Goals & Objectives

	Fiscal Responsibility	Efficiency & Adaptability	Economic Vibrancy	Quality of Life, Infrastructure & Parks	Public Engagement
Conduct citywide fee study and review City cost allocation plan	X	X	X		
Review and update City Financial Policies	X		X		
Institute a pilot program to deliver city employee check stub via email	X	X			
Automate Purchase Order approval process in EDEN system	X	X			
Implement an accelerated month-end and year-end close process which improve the timeliness and accuracy of Management financial information and facilitate the external audit process.	X	X			
Implementation of UB Paperless Billing	X	X			
UB Online Customer Account Registration	X	X			
Tokenization of card payment to secure credit card transactions	X	X			



Finance

Department Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
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By Type					
Personnel Services	\$ 1,187,388	\$ 1,027,502	\$ 1,370,079	\$ 1,154,556	\$ 1,389,919
Operation Materials & Supplies	1,206,923	1,511,276	1,713,559	1,779,818	1,292,587
Contract & Professional Services	475,775	509,508	533,650	474,686	620,769
Indirect Costs	119,993	152,993	111,903	97,098	94,293
Capital Improvement	-	-	-	26	-
Employee Benefits	30,304,340	2,666,859	2,881,754	2,254,437	3,573,893
Total by Type	\$ 33,294,419	\$ 5,868,138	\$ 6,610,945	\$ 5,760,621	\$ 6,971,461

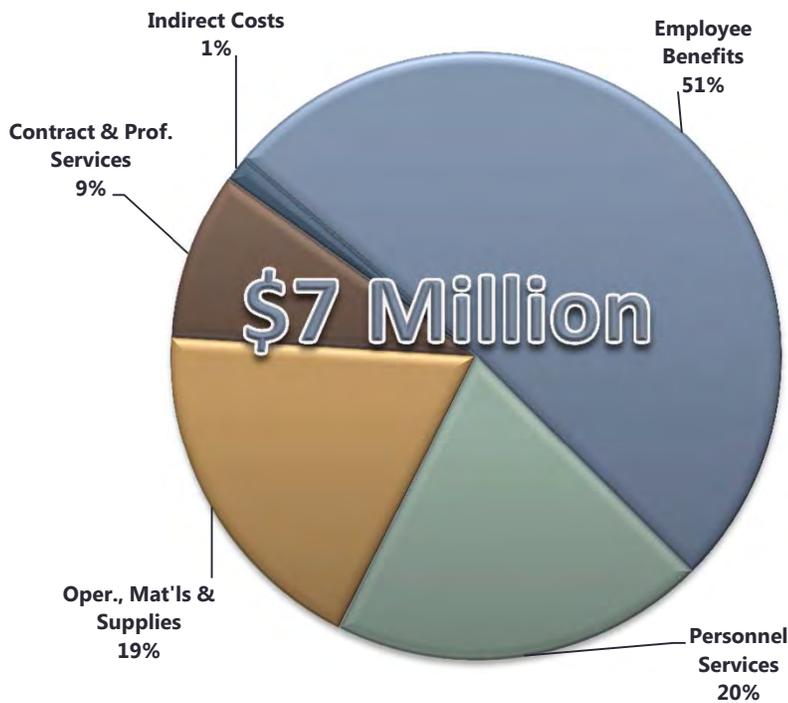
By Division					
Administration	\$ 1,623,551	\$ 1,638,849	\$ 1,913,593	\$ 1,591,949	\$ 1,787,350
General Accounting	568,938	600,229	633,242	-	668,070
Information Technology	499,534	591,816	872,239	554,561	632,031
Non-Departmental	30,304,340	2,706,702	2,881,754	3,319,536	3,573,893
Revenue	298,057	330,542	310,117	294,574	310,117
Total by Division	\$ 33,294,419	\$ 5,868,138	\$ 6,610,945	\$ 5,760,621	\$ 6,971,461

By Fund					
10-General Fund	\$ 4,686,837	\$ 2,991,467	\$ 6,195,545	\$ 4,339,186	\$ 6,957,861
40-Capital Projects	18,143	181,218	326,840	156,814	-
54-Transit "Prop C"	64,414	59,660	88,560	49,975	13,600
61-Employee Benefit	28,525,026	2,635,793	-	1,214,647	-
Total by Fund	\$ 33,294,419	\$ 5,868,138	\$ 6,610,945	\$ 5,760,621	\$ 6,971,461

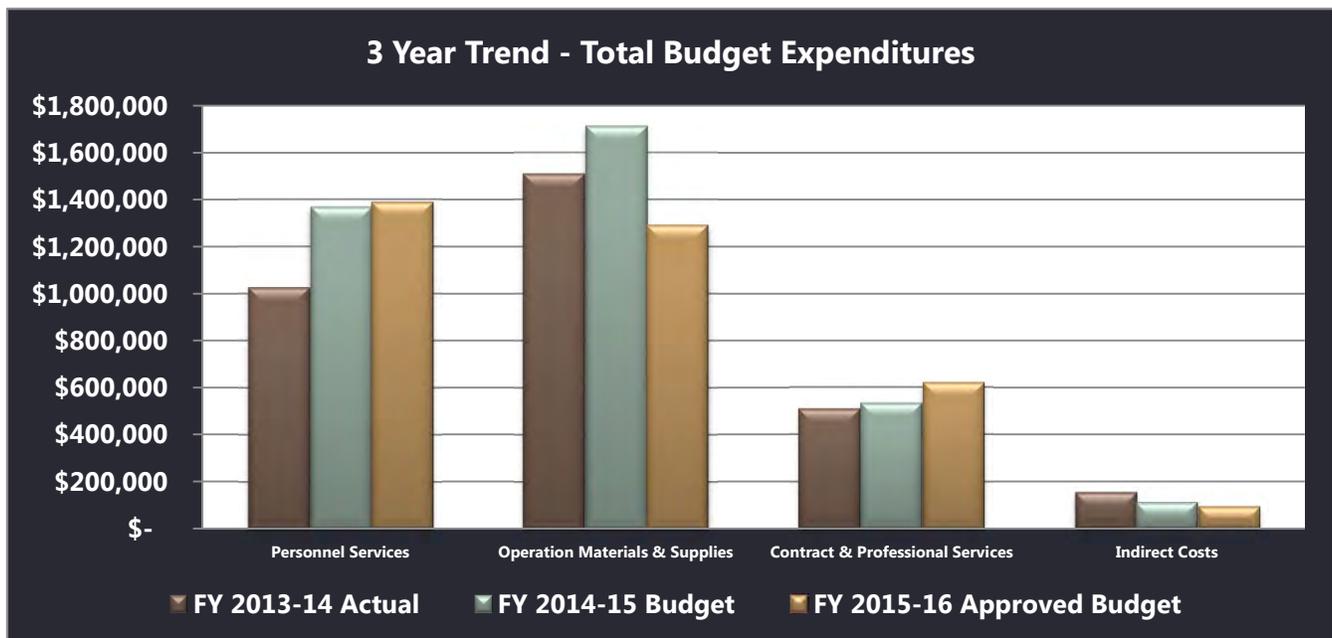
Finance

Department Summary

Total Budget Expenditures by Category (Excludes Transfers Out)



Personnel Services	\$1.4 M
Oper., Mat'ls & Supplies	\$1.3 M
Contract & Prof. Services	\$.6 M
Indirect Costs	\$.1 M
Employee Benefits	\$3.6 M



Finance

Division Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
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Administration

Personnel Services	\$ 988,941	\$ 891,681	\$ 1,208,120	\$ 1,006,792	\$ 1,231,647
Operation Materials & Supplies	389,917	441,955	512,160	432,561	373,700
Contract & Professional Services	161,452	200,510	115,000	85,522	115,000
Indirect Costs	83,241	104,703	78,313	67,074	67,003
Total	\$ 1,623,551	\$ 1,638,849	\$ 1,913,593	\$ 1,591,949	\$ 1,787,350

General Accounting

Operation Materials & Supplies	568,938	600,229	633,242	-	668,070
Total	\$ 568,938	\$ 600,229	\$ 633,242	\$ -	\$ 668,070

Information Technology

Personnel Services	\$ 198,447	\$ 135,822	\$ 161,959	\$ 147,764	\$ 158,272
Operation Materials & Supplies	25,895	189,538	348,040	161,538	30,700
Contract & Professional Services	238,440	218,167	328,650	217,067	415,769
Indirect Costs	36,751	48,290	33,590	28,166	27,290
Capital Improvement	-	-	-	26	-
Total	\$ 499,534	\$ 591,816	\$ 872,239	\$ 554,561	\$ 632,031

Non-Departmental

Operation Materials & Supplies	-	39,843	-	969,511	-
Contract & Professional Services	-	-	-	93,731	-
Indirect Costs	-	-	-	1,858	-
Employee Benefits	30,304,340	2,666,859	2,881,754	2,254,437	3,573,893
Total	\$ 30,304,340	\$ 2,706,702	\$ 2,881,754	\$ 3,319,536	\$ 3,573,893

Finance

Division Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
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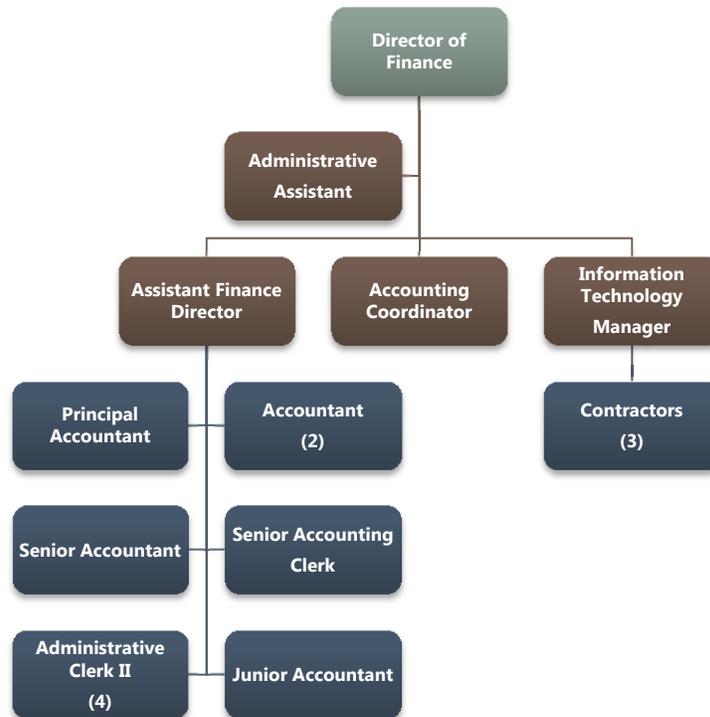
Revenue					
Operation Materials & Supplies	222,174	239,711	220,117	216,209	220,117
Contract & Professional Services	75,884	90,831	90,000	78,366	90,000
Total	\$ 298,057	\$ 330,542	\$ 310,117	\$ 294,574	\$ 310,117

Finance Department	\$ 33,294,419	\$ 5,868,138	\$ 6,610,945	\$ 5,760,621	\$ 6,971,461
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Finance

Administration

Organizational Chart



Division Summary of Full Time Positions

Positions	Actual FY 2012-13	Actual FY 2013-14	Actual FY 2014-15	Approved FY 2015-16
Accountant	3	2	2	3
Accounting Coordinator	0	0	0	1
Administrative Assistant	1	1	1	1
Administrative Clerk II (GA)	1	1	1	1
Administrative Clerk II (Rev)	3	3	3	3
Assistant Finance Director	0	0	0	1
Finance Director/Risk Manager	1	1	1	1
Finance Manager	1	1	1	0
Junior Accountant	2	2	2	1
Principal Accountant	0	1	1	1
Revenue Supervisor	1	0	0	0
Senior Account Clerk	1	1	1	1
Senior Accountant	0	1	1	0
Total Full Time Positions	14	14	14	14

Finance

Administration

Division Description

The Finance Administration division provides management of the City's financial operations in accordance with established fiscal policies. The staff manages fiscal and financial duties ranging from pay checks to contract oversight and all of the accounting, budgeting and revenue procedures in between to support internal City operations. The City's SCAQMD-mandated Ride Share program is administered through the Finance Administration division, which is also responsible for the preparation and verification of employee payroll.

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Projected FY 2014-15	Planned FY 2015-16
Award received for Comprehensive Annual Financial Report (CAFR)	Received	Received	Anticipate	Anticipate
Award received for Annual Budget	N/A	GFOA & CSMFO Excellence in Operational Budget	GFOA & CSMFO Excellence in Operational Budget	GFOA & CSMFO Excellence in Operational Budget
Implement optical imaging document management system	Utility Billing	Utility Billing	Utility Billing, Business License, Accounts Receivable, Purchase Order	Utility Billing, Business License, Accounts Receivable, Purchase Order
Long-Range Financial Planning & Cash Flow Projection	N/A	N/A	Incorporate with annual budget document	Incorporate with annual budget document
Average number of days to Issued Monthly Financial Status Report	15	15	15	15
Pieces of mail processed (in - house)	91,699	94,584	94,119	94,000
Number of purchase orders issued	938	1,043	1,008	1,100
Dollar amount of purchase orders issued	17.6 Million	27.3 Million	24 Million (Est)	25 Million

Budget Narrative

This year's budget request is increased by \$300,000 due to previously unbudgeted county administrative fees, credit card merchant service fees and funding for a city-wide fee study and cost allocation study, fulfilling the Council's Fiscal Responsibility and Efficiency priorities. The division will be investigating additional online billing options and planning for the overhaul of the City's outdated telecom systems. The division will continue to safeguard the public assets entrusted to us and ensure full compliance with the reporting requirements by the Governmental Accounting Standards Board (GASB).

Division Budget Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$988,941	\$891,681	\$ 1,208,120	\$ 1,006,792	\$ 1,231,647
Operation Materials & Supplies	389,917	441,955	512,160	432,561	373,700
Contract & Professional Services	161,452	200,510	115,000	85,522	115,000
Indirect Costs	83,241	104,703	78,313	67,074	67,003
Total	\$1,623,551	\$1,638,849	\$1,913,593	\$1,591,949	\$1,787,350

Contractual & Professional Detail

Account	Vendor	Amount
10-1350-0700	Annual Software Support – Quadrant	\$ 1,300
	HdL Business License	\$ 5,000
	GFOA CAFR Review	\$ 700
	HdL CAFR Report	\$ 750
	Shredding Service	\$ 250
	Verisign SSL Certificate	\$ 500
	State Street Report Service	\$ 2,500
	CMTA, GFOA, CSMFO Annual Membership	\$ 1,200
	Tyler Output Processor Consulting and Software	\$ 17,800
	Citywide Fee Study and Cost Allocation Study	\$ 50,000
10-1350-0670	Municast Forecasting Model	\$ 5,00
	Tyler EDEN & Laserfiche content management software	\$ 10,000
	Consulting Fee – Internal Control & Financial Process	\$ 20,000
Total Detail		\$ 115,000

Finance

General Accounting

Division Description

The general accounting division is responsible for the management, tracking, payment and auditing of the City's financing structure. Included in these responsibilities are the investment of certain funds to ensure an appropriate return on taxpayer dollars; participation in the City's Joint Insurance Powers Authority Risk Pool; and the debt service on the Civic Center and former Redevelopment Agency projects.

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Projected FY 2014-15	Planned FY 2015-16
Received unqualified audit opinion letter	Received	Received	Anticipate	Anticipate
Number of Accounts Payable checks issued	8,339	8,188	7976 (Est)	7,900
Number of Accounts Payable EFT	536	227	987 (Est)	1,000
File Annual State Controller's Report and Single Audit on timely manner	Filed	Filed	Plan to File	Plan to File
Process bi-weekly payrolls with minimum errors	99%	99 %	99%	99%
Number of Accounts Receivable Invoices Processed	2,134	1,906	1,719	1,850
% of Accounts Receivable collectible rate	96.5%	97%	100%	100%
Number of Business Registration renewals processed	5,000	4,722	4,217 (Est.)	4,200
Number of Business Registrations renewed on-line	N/A	288	555 (Est.)	700
Number of Animal License renewals processed	8,032	7780	8,000 (Est)	
Number of counter transactions	50,543	55,387	52,716(Est)	53,000
Number of Paramedic Subscription Program enrollments processed	5,572	5,221	4,761 (Est.)	5,000
Water accounts paid via ACH	2,356	2,424	2,484	2,600
Form 1099 issued	248	268	270	250

Finance

General Accounting

Budget Narrative

This year's budget request proposes to continue providing the same level of service at the same level of funding as last year, the exception of a proposed reissuance of Certificates of Participation for the City's Golf Course bonds, which are paid through an enterprise fund and should result in \$50,000 savings to the City, furthering the City Council's fiscal responsibility priority. The division is reorganizing staff and duties in order to responsibly and efficiently manage the City's finances.

Division Budget Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Operation Materials & Supplies	568,938	600,229	633,242	-	668,070
Total	\$ 568,938	\$ 600,229	\$ 633,242	\$ -	\$ 668,070

Contractual & Professional Detail

None.

Finance

Information Technology

Organizational Chart



Division Summary of Full Time Positions

Positions	Actual FY 2012-13	Actual FY 2013-14	Actual FY 2014-15	Approved FY 2015-16
Computer System Manager	1	1	1	0
Information Technology & Systems Manager	0	0	0	1
Total Full Time Positions	1	1	1	1

Finance

Information Technology

Division Description

The Information Technology (IT) division enables the organization to meet its objectives by providing technology and aiding in the use and understanding of technological tools. The division is responsible for maintaining over 45 servers and 500 users and for ensuring the 24-7 operation of municipal e-mail and network services. Most importantly, IT maintains the critical networks and communications systems that are the backbone of the Downey Police Department and Area E Fire Dispatching center.

As technology has evolved, more and more employees are expanding the hours and the ways they work while City Hall is closed. This has required significant support from IT to ensure access to networks, emails and contacts while maintaining the security of the system. The prolific use of personally purchased mobile devices (such as Androids and iPhones) has necessitated significant one-on-one support to ensure connectivity for the employees who seek to enhance the timeliness of service to the public.

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Projected FY 2014-15	Planned FY 2015-16
Number IT help tickets addressed	1800	3000	3600	3800
Number of telephone questions	520	545	600	550
Number of smart phone users supported	33	40	50	50
Number of training hours for IT staff	20	10	10	20
Number of city staff receiving technology training	100	100	400	400

Information Technology

Budget Narrative

This year's budget request proposes a sixteen thousand dollars increase; this increase is a result of I.T. Division taking over Fire Department I.T. contractor services. No significant changes were made to this year's budget proposal, which will continue providing the bulk of IT services through a contract company under the oversight of an in-house IT manager in furtherance of the City Council's Efficiency and Adaptability priority. The IT department will undertake a major project in replacement of the City's nearly 30 year old phone system. Associated with this upgrade is the upgrading of the facilities cabling infrastructure, backbone switches and routers, and Wide Area Network (WAN) upgrade. These upgrades are necessary in order to provide a stable and reliable data and phone communication.

Division Budget Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$ 198,447	\$ 135,822	\$ 161,959	\$ 147,764	\$ 158,272
Operation Materials & Supplies	25,895	189,538	348,040	161,538	30,700
Contract & Professional Services	238,440	218,167	328,650	217,067	415,769
Indirect Costs	36,751	48,290	33,590	28,166	27,290
Capital Improvement	-	-	-	26	-
Total	\$ 499,534	\$ 591,816	\$ 872,239	\$ 554,561	\$ 632,031

Contractual & Professional Detail

Account	Vendor	Amount
10-1380-0700	Firewall software – Citywide	\$ 19,000
	Enterprise Endpoint Security software – Citywide	\$ 8,500
	Equipment Critical Warranty –City Hall / PD / Fire	\$ 7,928
	Anti-Spam Firewall –Citywide	\$ 4,500
	System Backup Solutions –City Hall	\$ 6,000
	Financial System Maintenance & Support –Citywide	\$ 44,000
	Internet Access – Citywide & Public WiFi	\$ 27,900
	I.T. Outsource Computer/Network Support –Citywide	\$ 254,181
	Professional Services Firewall / Project Base – Citywide	\$ 25,000
	Storage hardware support – Citywide	\$ 4,000
	Mail archive system hardware and software support – Citywide	\$ 2,500
	IPS Security & URL –Citywide	\$ 3,000
	Asset management/Mobile management-Citywide	\$ 3,000
	Aftermarket Server warranty – City Hall	\$ 6,000
Total Detail		\$415,509

Finance

Revenue

Division Description

The Revenue Division enforces local laws and regulations on the performance of fair and cost-effective revenue collection services for taxes, fees and grant revenue. The division is responsible for ensuring the local remittance is received from state and county taxes and for projecting future revenues and making mid-year adjustments to support the budget. Fees paid for the provision of municipal water utility services are also processed by the division.

Division Performance Measures

Referenced in General Accounting.

Finance

Revenue

Budget Narrative

This year's budget request proposes to continue providing the same level of service at the same level of funding as last year. The Revenue division will achieve the Council's Fiscal Responsibility and Efficiency and Adaptability Priorities through the use of a new interface between the City's business license software system and the California Franchise Tax Board's sales tax records. Also to enhance efficiency and to improve overall customer service, the Revenue Division is studying the cost-effectiveness of online billing and payment for the City's water utility services.

Division Budget Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Operation Materials & Supplies	222,174	239,711	220,117	216,209	220,117
Contract & Professional Services	75,884	90,831	90,000	78,366	90,000
Total	\$ 298,057	\$ 330,542	\$ 310,117	\$ 294,574	\$ 310,117

Contractual & Professional Detail

Account	Vendor	Amount
10-1351-0700	Data Ticket – Collection for Parking Ticket Citations	\$ 90,000
Total Detail		\$ 90,000

Finance

Non-Departmental

Division Description

The Non-Departmental Division is the section of the budget where all Employee Benefits costs are accounted.

Division Performance Measures

Not applicable

Budget Narrative

This year's budget request proposes to continue providing the same level of employee benefits.

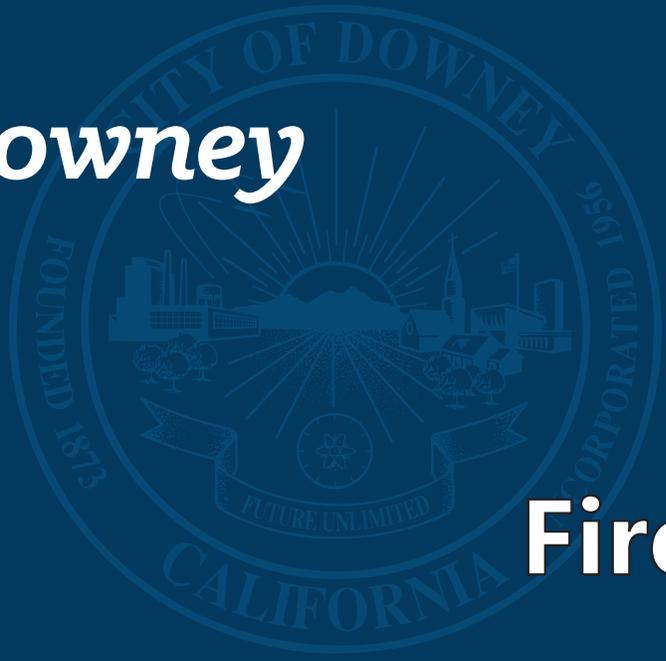
Division Budget Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Operation Materials & Supplies	-	39,843	-	969,511	-
Contract & Professional Services	-	-	-	93,731	-
Indirect Costs	-	-	-	1,858	-
Employee Benefits	30,304,340	2,666,859	2,881,754	2,254,437	3,573,893
Total	\$30,304,340	\$ 2,706,702	\$ 2,881,754	\$ 3,319,536	\$ 3,573,893

* During the adoption of Fiscal Year 2013-14 Budget, the Fringe Benefit Fund (Internal Service Fund) was eliminated. The components of the Fringe Benefit Fund which were vacation, sick leave, medical and dental insurance, retirement benefits, worker's compensation and life insurance are now charged to their respective divisions and departments.



City of Downey



Fire

Administration - Emergency Services
Federal Grants - Support Services



Department Overview

Organizational Chart



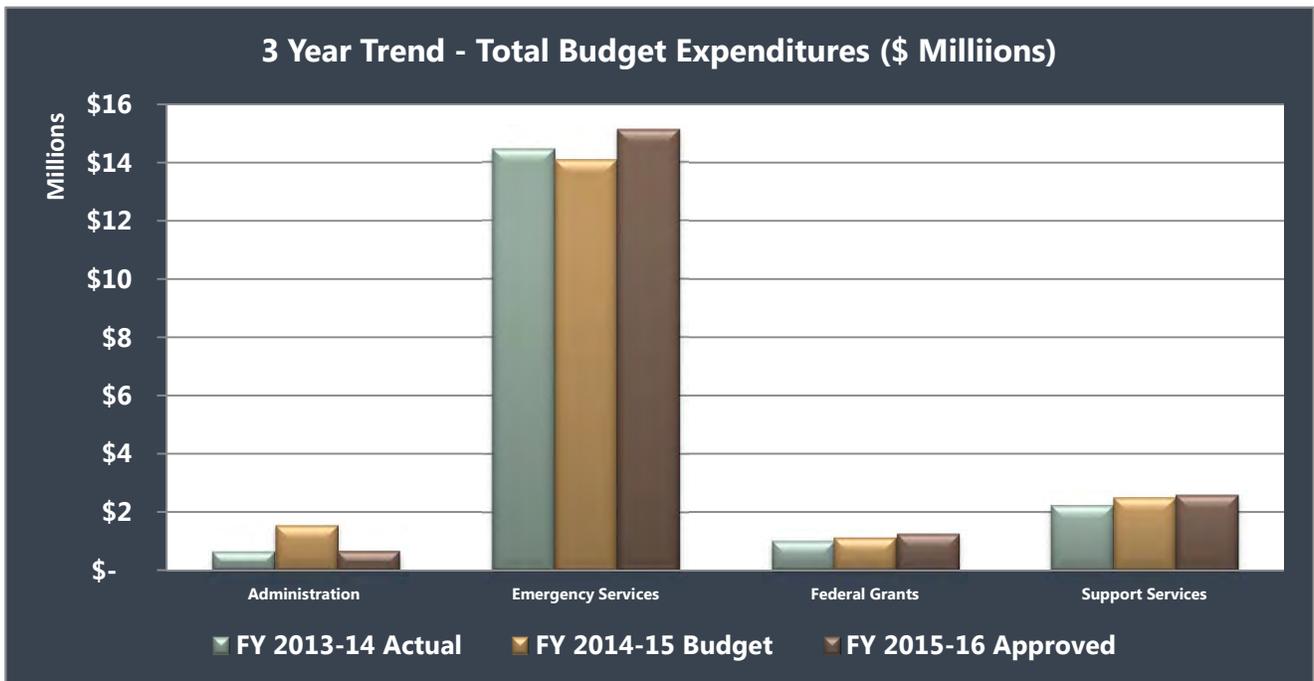
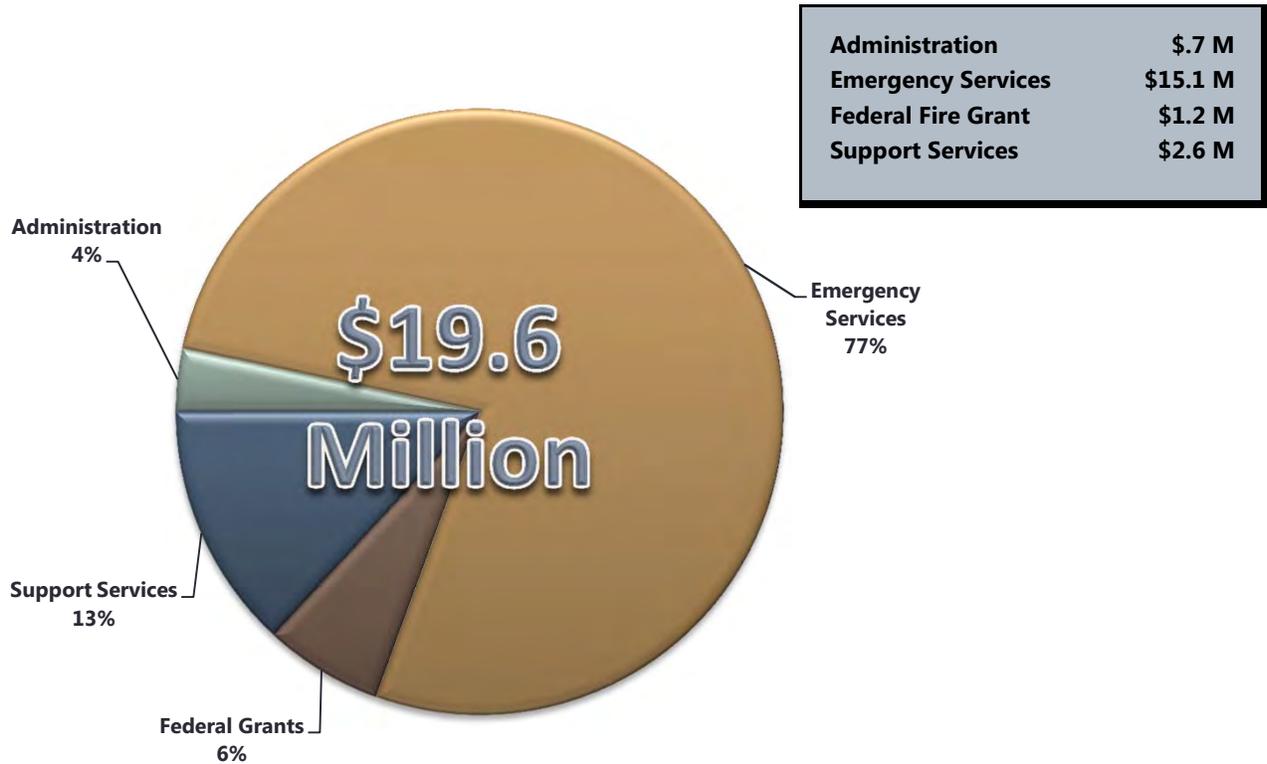
Department Description

The Fire Department is responsible for comprehensive and effective all risk fire and rescue services that meet service delivery needs of all residents and business owners. The department is made up of three Branches; Administration, Emergency Services and Support Services.

The Emergency Services is comprised of the Fire Suppression Division, Emergency Medical Services Division, and Emergency Transport Division. The Support Services is comprised of the Fire Prevention Division, Fire Communications Division, and oversees the City's Emergency Preparedness Division.

Fire Department Summary

Total Budget Expenditures by Division

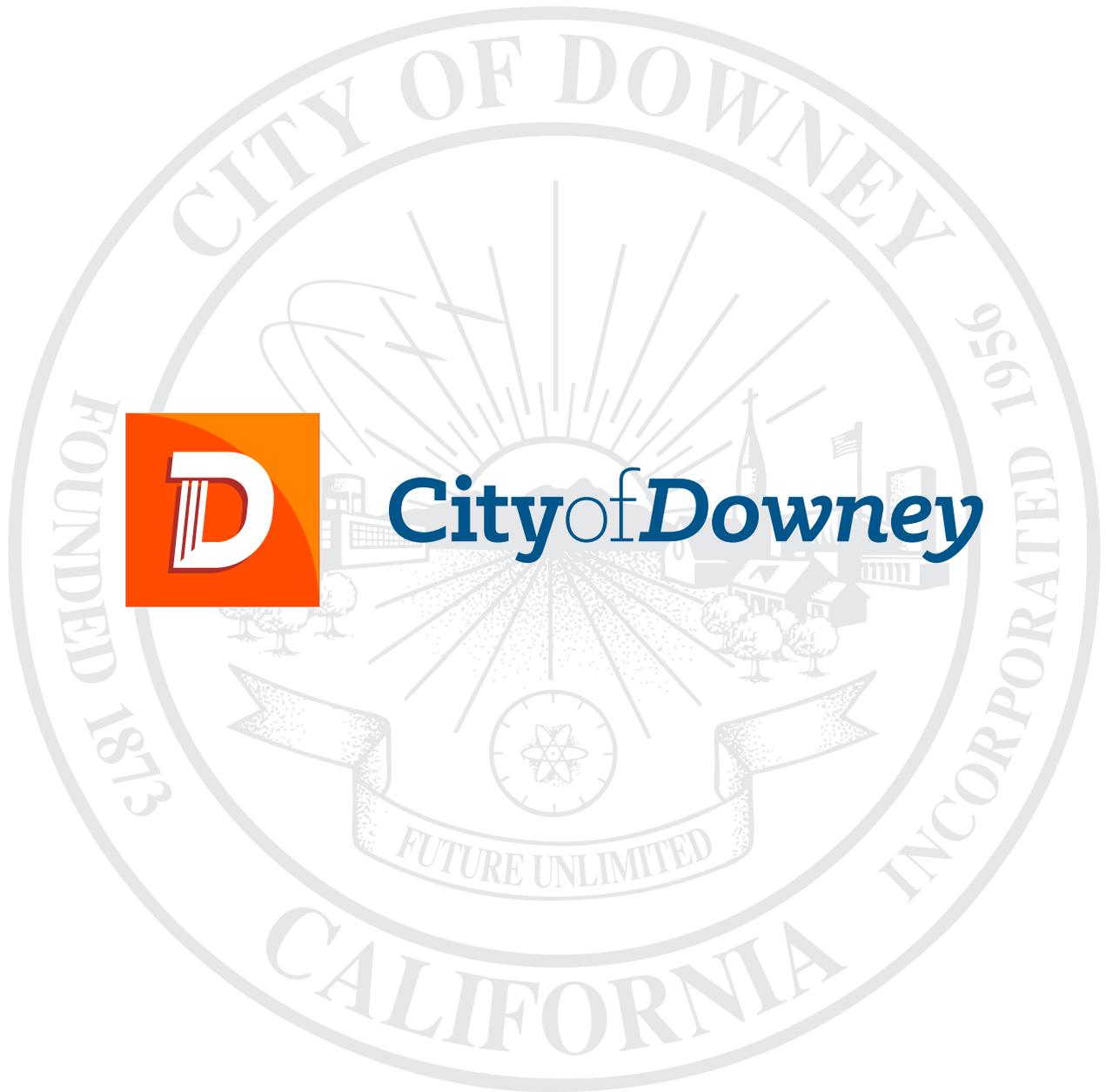


Fiscal Year 2014-2015 Recent Accomplishments & Performance Indicators

	Fiscal Responsibility	Efficiency & Adaptability	Economic Vibrancy	Quality of Life, Infrastructure & Parks	Public Engagement
Appointed new Command staff (Fire Chief, Asst. Chief, 2 Battalion Chiefs)		X			
Hired city Emergency Preparedness Coordinator (EPC)		X		X	
Hired two fire communication operators		X			
Hired eight new firefighter/paramedics		X			
Conducted Interim Engineers and Fire Captain Promotional Exam		X			
Responded to 9,961 emergency incidents in CY 2014		X			
Hired nine new Ambulance Operators including two females		X			
Exhausted SAFER grant fund (\$1,124,456), 2012 Homeland Security (\$42,334) & 2013 Homeland Security (\$63,336) grants	X	X		X	
Completed comprehensive study of Paramedic Engine service delivery model		X			
Awarded Cal-OES Pre-Hazard Mitigation (\$37,500) and Cal-OES Hazardous Materials Emergency Preparedness (\$18,794) grants	X	X		X	
Increased Emergency Medical Transportation revenue to \$2,900,000	X		X		
Increased department's bilingual capabilities		X		X	X
Performed 4,178 fire prevention inspections		X			X
Strengthened Fire Communications Center (JPCC) infrastructure		X		X	
Conducted 20,045 training hours		X		X	
Completed first-responder EBOLA training		X		X	
Offered two CERT training courses to the community				X	X
Implemented community automatic external defibrillator (AED) program		X		X	
Investigated \$2,000,000 commercial arson fire resulting in successful felony conviction		X			
Replaced fire station alerting system		X			
Replaced fire department ambulance		X			
Recertified all firefighter emergency medical technician certificates		X			

Fiscal Year 2015-2016 Goals & Objectives

	Fiscal Responsibility	Efficiency & Adaptability	Economic Vibrancy	Quality of Life, Infrastructure & Parks	Public Engagement
Improve Fire Prevention capabilities				X	
Replace two fire engines		X			
Improve emergency medical service delivery model		X		X	
Address various fire station facility needs				X	
Initiate an Officer Development program		X			
Address technology needs	X	X			
Provide additional administrative staff support		X			
Improve diversity throughout department				X	X
Initiate comprehensive strategic planning	X	X			
Address succession planning needs		X		X	
Pursue state and federal grant opportunities	X				



Fire

Department Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
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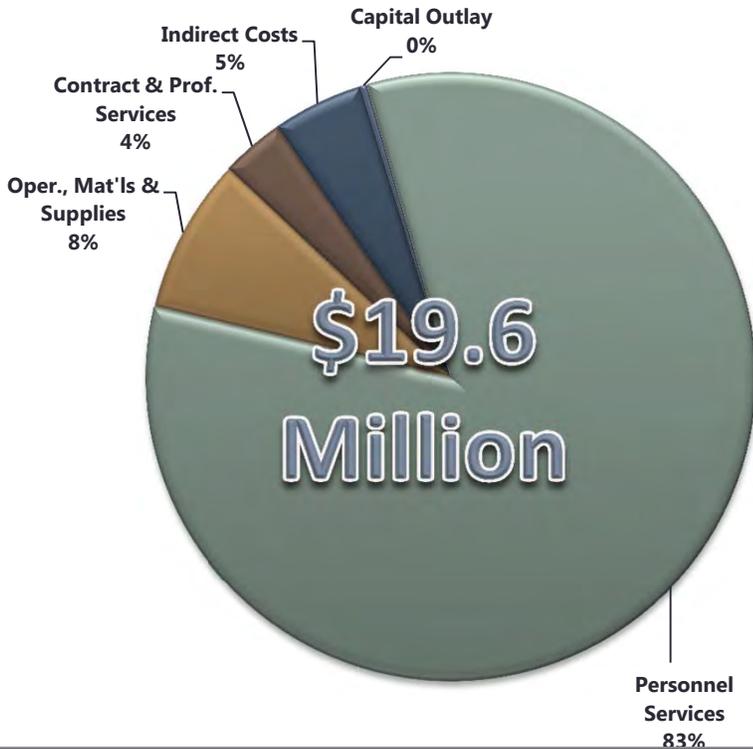
By Type					
Personnel Services	\$ 14,417,254	\$ 15,322,240	\$ 16,531,590	\$ 14,205,444	\$ 16,306,757
Operation Materials & Supplies	1,020,192	1,433,710	1,559,990	1,270,746	1,621,029
Contract & Professional Services	823,538	685,961	711,500	563,561	661,500
Indirect Costs	664,638	815,515	329,146	215,198	944,184
Capital Outlay	206,156	63,219	71,600	108,355	71,600
Total by Type	\$ 17,131,779	\$ 18,320,645	\$ 19,203,826	\$ 16,363,305	\$ 19,605,070

By Division					
Administration	\$ 581,642	\$ 636,570	\$ 1,515,940	\$ 643,938	\$ 659,108
Emergency Services	14,141,875	14,460,358	14,094,765	12,498,533	15,128,914
Federal Grants	244,425	994,019	1,103,530	1,067,900	1,240,419
Support Services	2,163,836	2,229,698	2,489,591	2,152,934	2,576,629
Total by Division	\$ 17,131,779	\$ 18,320,645	\$ 19,203,826	\$ 16,363,305	\$ 19,605,070

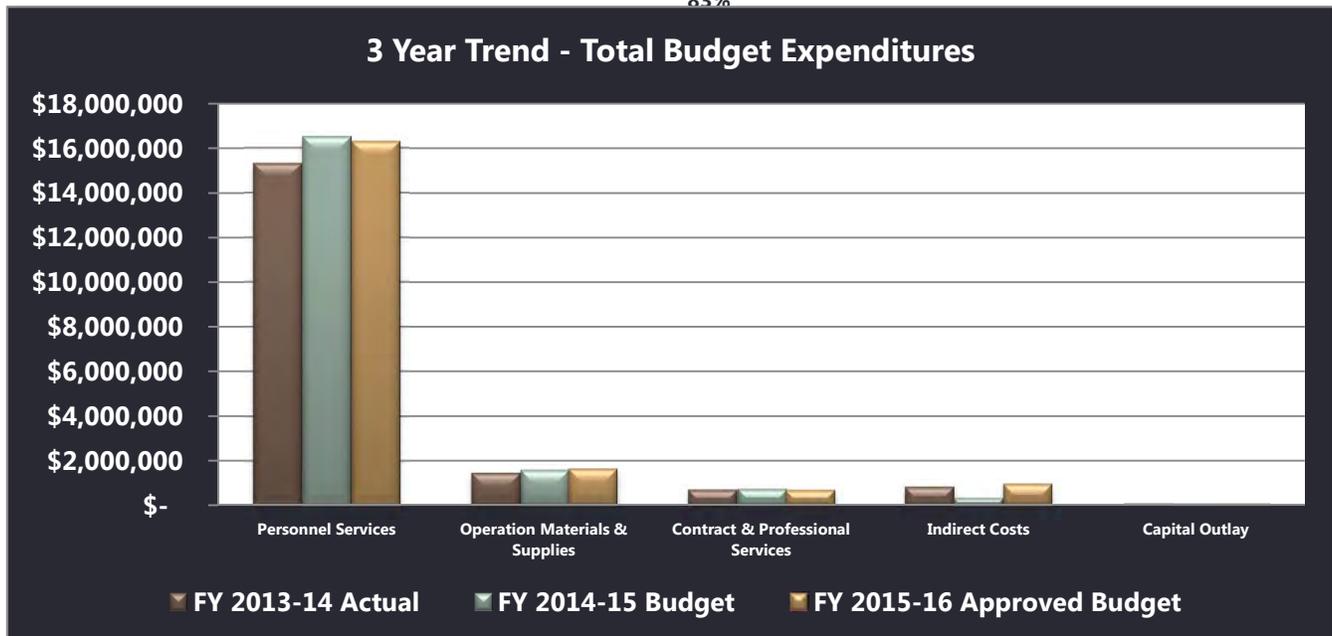
By Fund					
10-General Fund	\$ 16,355,590	\$ 16,841,060	\$ 17,352,984	\$ 14,674,065	\$ 17,551,460
14-Federal Fire Grant	244,425	990,739	1,103,530	1,067,900	1,240,419
62-Equipment Fund	531,763	488,846	747,312	621,340	813,191
Total by Fund	\$ 17,131,779	\$ 18,320,645	\$ 19,203,826	\$ 16,363,305	\$ 19,605,070

Fire Department Summary

Total Budget Expenditures by Category (Excludes Transfers Out)



Personnel Services	\$16.3 M
Oper., Mat'ls & Supplies	\$1.6 M
Contract & Prof. Services	\$0.7 M
Indirect Costs	\$0.9 M
Capital Outlay	\$0.1 M



Fire

Division Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
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Administration

Personnel Services	\$ 402,828	\$ 409,616	\$ 1,336,510	\$ 493,457	\$ 429,359
Operation Materials & Supplies	17,811	16,010	18,115	16,938	18,555
Contract & Professional Services	-	41,494	26,000	15,600	35,000
Indirect Costs	161,003	169,450	135,315	117,943	176,194
Total	\$ 581,642	\$ 636,570	\$ 1,515,940	\$ 643,938	\$ 659,108

Emergency Services

Personnel Services	\$ 12,050,270	\$ 12,193,582	\$ 12,254,708	\$ 11,012,252	\$ 12,667,971
Operation Materials & Supplies	894,193	1,221,752	1,394,660	1,113,397	1,414,548
Contract & Professional Services	550,255	402,404	252,600	276,485	281,500
Indirect Costs	501,282	642,620	192,797	96,399	764,895
Capital Outlay	145,876	-	-	-	-
Total	\$ 14,141,875	\$ 14,460,358	\$ 14,094,765	\$ 12,498,533	\$ 15,128,914

Federal Fire Grants

Personnel Services	\$ 183,095	\$ 964,996	\$ 1,103,530	\$ 1,037,345	\$ 1,234,101
Operation Materials & Supplies	\$ 1,050	\$ 29,023	\$ -	\$ 2,704	\$ 6,318
Capital Outlay	60,280	-	-	27,852	-
Total	\$ 244,425	\$ 994,019	\$ 1,103,530	\$ 1,067,900	\$ 1,240,419

Support Services

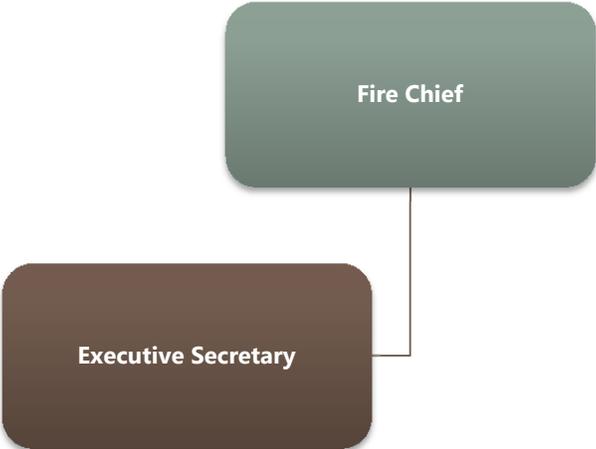
Personnel Services	\$ 1,781,061	\$ 1,754,046	\$ 1,836,842	\$ 1,662,390	\$ 1,975,326
Operation Materials & Supplies	107,139	166,925	147,215	137,708	181,608
Contract & Professional Services	273,283	242,063	432,900	271,476	345,000
Indirect Costs	2,354	3,445	1,034	857	3,095
Capital Outlay	-	63,219	71,600	80,504	71,600
Total	\$ 2,163,836	\$ 2,229,698	\$ 2,489,591	\$ 2,152,934	\$ 2,576,629

Fire Department	\$ 17,131,779	\$ 18,320,645	\$ 19,203,826	\$ 16,363,305	\$ 19,605,070
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Fire

Administration

Organizational Chart



Division Summary of Full Time Positions

Positions	Actual FY 2012-13	Actual FY 2013-14	Actual FY 2014-15	Approved FY 2015-16
Fire Chief	1	1	1	1
Executive Secretary	1	1	1	1
Total Full Time Positions	2	2	2	2

Administration

Branch Description

The Fire Administration Division is comprised of two personnel; the Fire Chief and the Secretary to the Fire Chief. Fire Administration is responsible for the overall leadership and coordination of professional fire and life safety services for the community. Included is the financial management of its budget, the application and administration of federal and state grants; the recruitment and selection of personnel, and public relations and community outreach. This division includes the Fire Movie Service Unit, which supplies staffing for film productions in the City and is maintained as a revenue-neutral service through fees for film permits. The Administrative Branch provides leadership, direction, and coordination via the chain of command to all fire department divisions. Its primary objective is to further enhance both emergency and non-emergency services to better serve its mission of serving the public relating to life safety, environmental protection, and property conservation.

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Projected FY 2014-15	Planned FY 2015-16
Number of Firefighters Hired and Trained by the Fire Department	12	2	4	2
Number of Film Permits Processed	7	10	10	10
Number of Federal and State Grant Dollars Secured	\$304,500	\$943,000	\$1,230,126	\$66,000

Fire

Administration

Budget Narrative

This year's budget request proposes to continue to fund the Administrative Division at the same level of funding as last year.

Division Budget Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$ 402,828	\$ 409,616	\$ 1,336,510	\$ 493,457	\$ 429,359
Operation Materials & Supplies	17,811	16,010	18,115	16,938	18,555
Contract & Professional Services	-	41,494	26,000	15,600	35,000
Indirect Costs	161,003	169,450	135,315	117,943	176,194
Total	\$ 581,642	\$ 636,570	\$ 1,515,940	\$ 643,938	\$ 659,108

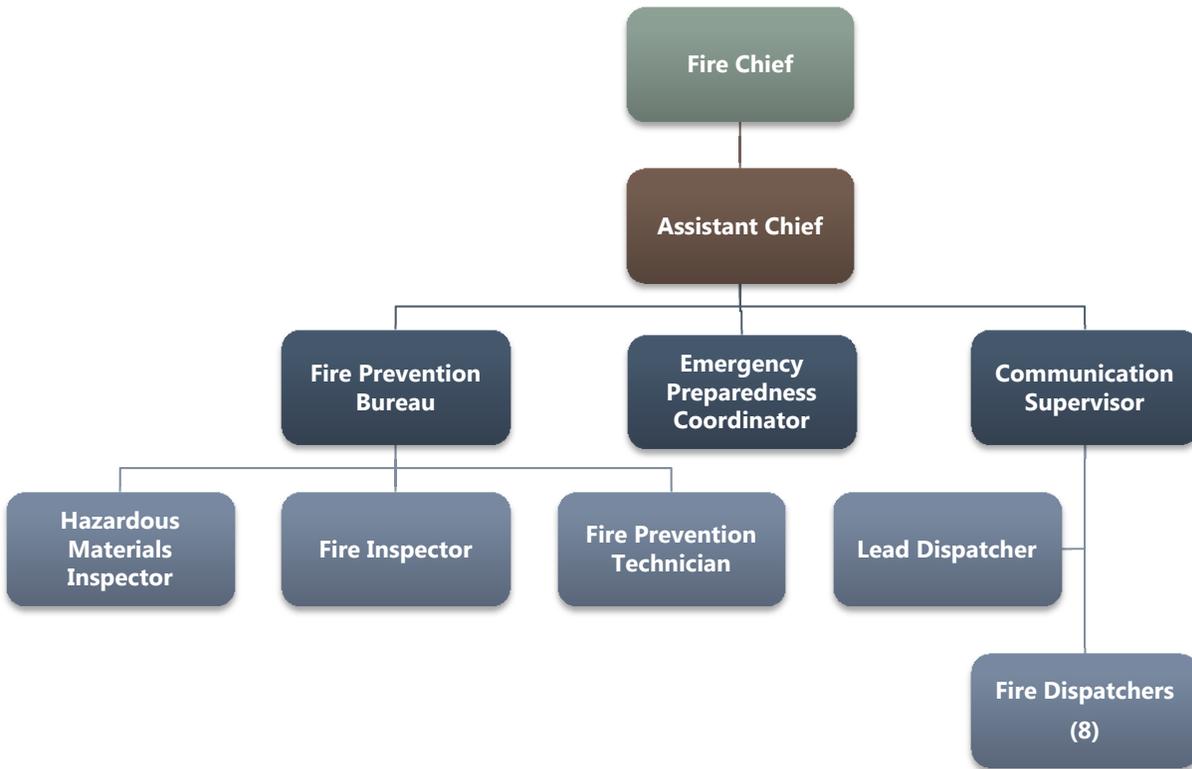
Contractual & Professional Detail

Account	Vendor	Amount
10-2610-0700	Fire Stat – Fire Dept. Statistical Data	\$10,200
10-2610-0700	Lexipol – Policies & Procedures Development	\$6,050
10-2610-0700	Management Partners	\$18,750
Total Detail		\$35,000

Fire

Support Services

Organizational Chart



Division Summary of Full Time Positions

Positions	Actual FY 2012-13	Actual FY 2013-14	Actual FY 2014-15	Approved FY 2015-16
Assistant Chief	1	1	1	1
Emergency Preparedness Coordinator*	0	0	1	1
Regional Fire Communications Operator	8	8	8	8
Fire Communications Center Supervisor	1	1	1	1
Fire Inspector	1	1	1	1
Fire Prevention Technician	1	1	1	1
Hazardous Materials Fire Inspector	1	1	1	1
Regional Fire Communications Lead Operator	1	1	1	1
Total Full Time Positions	14	14	15	15

*Moved from Administration

Support Services

Branch Description

The Support Services is overseen by the Assistant Fire Chief/Fire Marshal. Support Services is comprised of three separate divisions; Fire Prevention, Fire Communications, and the City's Emergency Management Section. These divisions either directly or indirectly support the Emergency Services.

The Fire Communications Division is comprised of the Joint Powers Communications Center (JPCC) and is responsible for processing and dispatching both 9-1-1 emergency and non-emergency fire and medical calls for the Downey Fire Department, as well as for the cities of Compton, Santa Fe Springs, Vernon, and La Habra Heights fire departments. The JPCC offers emergency medical dispatching advice to 9-1-1 callers and offers tiered dispatching services to its customers. Each JPCC city contributes to the funding of the dispatch center.

The EPC is responsible for the City's disaster preparedness, mitigation, and recovery efforts. This includes maintaining its mandated emergency operations plans and pre-hazard mitigation documents. The EPC is tasked with overseeing all City-related federal and/or state disaster reimbursement efforts. In addition, The Preparedness Divisions is responsible for ensuring city employees are adequately trained and proficient in Emergency Operations Center (EOC) activations and coordination. The EPC will continue the long tradition of community preparedness outreach and education to its citizens through the city's CERT training and water barrel give-away programs.

The Fire Prevention Bureau is staffed with four personnel and is tasked with the inspection and fire safety assurance of all businesses, schools, hospitals, hazardous materials operations and detention facilities. The fire department conducts nearly 4,500 inspections annually. Additionally, the prevention bureau is responsible for overseeing all hazardous materials disclosure occupancies. The Fire Movie Service Unit, which supplies staffing for film productions in the City and is maintained as a revenue-neutral service through fees for film permits. The fire prevention bureau also oversees the Fire Investigation Unit.

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Projected FY 2014-15	Planned FY 2015-16
Number of CERT Training Classes Offered by the Fire Department	2	2	2	2
Water Barrels Given to Community	2,350	2,000	2,000	2,000
Number of Emergency Preparedness Committee Hours	72		96	
Fire Prevention Inspections Conducted	4,524	4,300	4,178	4,400
Total Incidents Dispatched by the JPCC for 4 cities	24,590	25,464	26,510	27,000
Felony Arson Fire Convictions	0	0	1	0

Support Services

Budget Narrative

The JPCC budget shows no significant increases from the previous fiscal year. The Fire Prevention budget shows no significant increases from the previous fiscal year. The EPC budget shows an upgrade to the Everbridge Mass Notification System.

Division Budget Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$ 1,781,061	\$ 1,754,046	\$ 1,836,842	\$ 1,662,390	\$ 1,975,326
Operation Materials & Supplies	107,139	166,925	147,215	137,708	181,608
Contract & Professional Services	273,283	242,063	432,900	271,476	345,000
Indirect Costs	2,354	3,445	1,034	857	3,095
Capital Outlay	-	63,219	71,600	80,504	71,600
Total	\$2,163,836	\$2,229,698	\$2,489,591	\$2,152,934	\$2,576,629

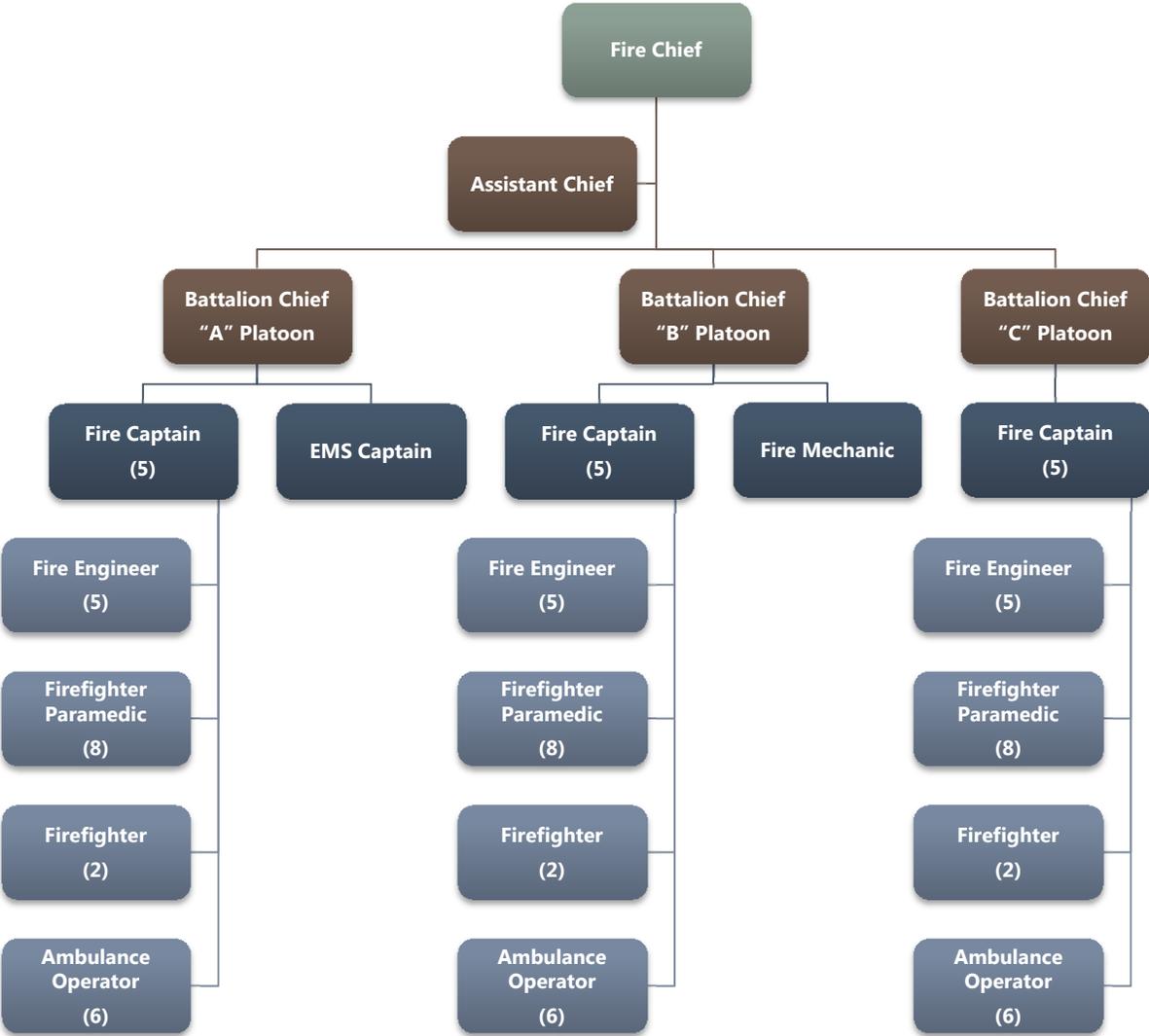
Contractual & Professional Detail

Account	Vendor	Amount
10-2640-0670	Data Source I.T. Support, ComSerco maintenance contract, Hospital Assoc. So. Cal Reddi-Net license	\$250,000
10-2640-0700	Contracts – Omega Group, Skill Machine, ESRI, UC Regents, Priority Dispatch	\$30,000
10-2650-0670	Annual membership, LAAFMA, SOCAL FPO, CAPIO, LAFMA	\$1,000
10-2650-0700	Contract – CIR, Inc. – Plan Checks	\$30,000
10-2660-0670	Area E Dues, Satellite Connection EOC	\$12,000
10-2660-0700	Everbridge	\$22,000
Total Detail		\$345,000

Fire

Emergency Services

Organizational Chart



Emergency Services

Division Summary of Full Time Positions

Positions	Actual FY 2012-13	Actual FY 2013-14	Actual FY 2014-15	Approved FY 2015-16
Battalion Chief	3	3	3	3
Fire Captain	12	15	15	15
Fire Captain (EMS Coordinator)	1	1	1	1
Fire Engineer	12	15	15	15
Fire Mechanic	1	1	1	1
Firefighter/Paramedic*	18	18	24	24
Firefighter	9	12	6	6
Ambulance Operator	0	12	18	18
Total Full Time Positions	56	77	83	83

* With the implementation of the Paramedic Engine Program, six firefighters will upgrade to Fire Fighter Paramedic

Division Description

The Emergency Services Division is responsible for comprehensive and effective all-risk fire and rescue services that meet the service delivery needs of all residents and business owners. This branch is comprised of Fire Suppression Division, Emergency Medical Services Division, and the Ambulance Transportation Division. Each division of the Emergency Services works cohesively to increase the success of the fire department mission: the protection of life, environment, and property. This branch is responsible for the emergency response of apparatus to all 9-1-1 calls.

The Fire Suppression Division is comprised of highly trained firefighters divided among three work platoons. Each platoon is comprised of twenty one firefighters, assigned to four fire stations which are strategically located throughout the City. The fire department staffs four fire engines, one ladder truck, two paramedic units and each platoon is overseen by a battalion chief or incident commander.

The Emergency Medical Services (EMS) Division is comprised of the department's paramedic program. The majority of today's responses are for medical assistance; approximately 80%. The EMS branch is responsible for providing high-quality advanced life support patient care. All of the fire department's paramedics are sworn firefighters too. The division utilizes EMT and Paramedic continuing education programs to enhance patient care and treatment.

The Ambulance Transportation Division implements a Basic Life Support (BLS) ambulance transportation program. This program is responsible for ambulance transportation of non-life threatening patients. The department's ambulances are staffed with two non-sworn emergency medical technicians (EMTs) who are not trained firefighters.

Fire

Emergency Services

Annually, over 5,000 patients are transported to area hospitals by fire department employees. Fire department ambulances minimize patient response times to area hospitals; patients would otherwise be reliant on private ambulance companies not stationed within the city. Our combined ALS and BLS transports are projected to be 6,000 in FY 2015-16.

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Projected FY 2014-15	Planned FY 2015-16
Average Emergency Response Time	5:17 Minutes	5:01 Minutes	5:00 Minutes	5:00 Minutes
Number of BLS Transports	1,998	2,018	2,700	2,600
Number of ALS Transports	2,702	2,742	3,400	3,400
Paramedic Continuing Education Hours	702	1,000	3,150	1,000
EMT Continuing Education Hours	1,945	1,900	1,600	2,250
Total Emergency Responses	9,342	9,502	9,950	10,149

Emergency Services

Budget Narrative

This year's budget request includes the additional personnel and supplies needed to operate the Paramedic Engine model of service delivery. There is no increase in sworn personnel, however we increased non-sworn ambulance operator staffing by eliminating contracted employees with eighteen (18) operators. The 2012 SAFER grant fund for 9 firefighters valued at \$943,000 annually has been exhausted and will result in an increase in personnel costs. Also, the scheduled replacement of two fire engines will result in a significant increase.

Division Budget Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$ 12,050,270	\$ 12,193,582	\$ 12,254,708	\$ 11,012,252	\$ 12,667,971
Operation Materials & Supplies	894,193	1,221,752	1,394,660	1,113,397	1,414,548
Contract & Professional Services	550,255	402,404	252,600	276,485	281,500
Indirect Costs	501,282	642,620	192,797	96,399	764,895
Capital Outlay	145,876	-	-	-	-
Total	\$14,141,875	\$14,460,358	\$14,094,765	\$12,498,533	\$15,128,914

Contractual & Professional Detail

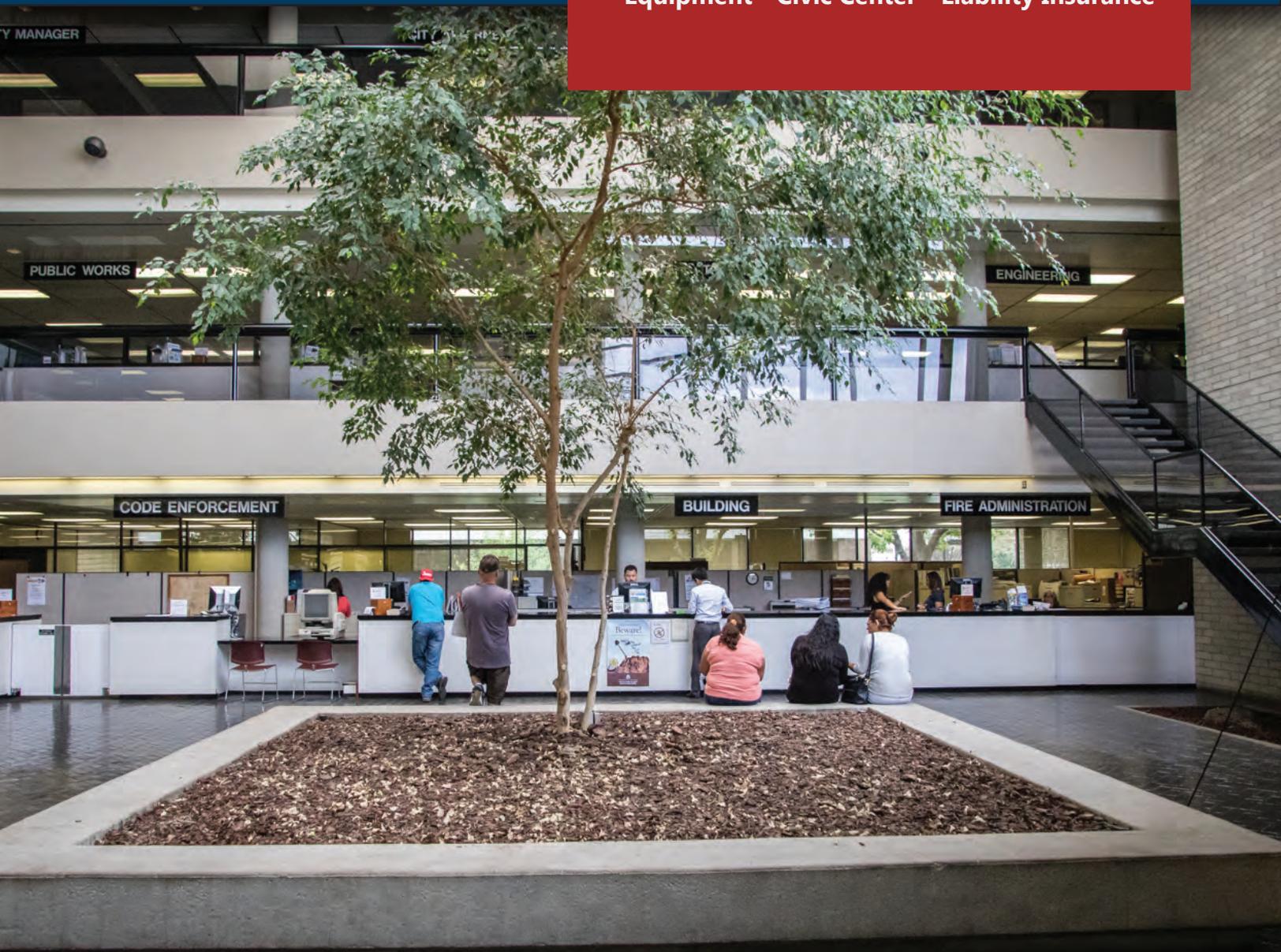
Account	Vendor	Amount
10-2620-0670	EMS Personal Fund-Paramedic Renewal, EMT Cert Renewal	\$5,500
10-2620-0700	Crime Scene Biohazard Disposal, Background Investigation Psych Evaluation, Polygraph	11,000
10-2620-0700	Management Partners	6,250
10-2620-0700	2015 Hazardous Materials Emergency Preparedness Grant	3,750
10-2630-0670	EMS Renewal, DOJ Fingerprint	20,000
10-2630-0700	Dr. Guess annual billing, UC Regents maintenance agreement, Digital EMS (electronic reporting)	80,000
10-2635-0670	Wittman LLC (Billing-EMS Transports)	155,000
Total Detail		\$281,500



City of Downey

Internal Services

Equipment - Civic Center - Liability Insurance



Internal Services Fund

Department Overview

The budgets for these funds are not included in the overall budget amount, because they receive their funding from regular budget funds. Hence, the amounts are already included in the total budget figure. However, each fund accounts for an important operation of the City and is included in the budget document. Because the available reserves of the Employee Benefit Fund, Civic Center Fund and Liability Fund are all available to the General Fund should the need arise, they are included with the General Fund in the "Summary of Resources and Requirements by Fund."

Equipment Fund

The Equipment Fund accounts for City equipment including vehicles, radios, computers, office machines, field maintenance equipment, and even fire engines. The Fund charges a "rental" fee to each department for the cost of maintaining the equipment and the cost of replacing the equipment. By charging this fee, the Fund maintains a balance to fund the timely replacement of equipment. In this way the City realizes, on an on-going basis, the cost of equipment usage.

Civic Center Fund

This fund accounts for the cost of maintaining the Civic Center. Each department pays "rent" in proportion to their usage of the facility.

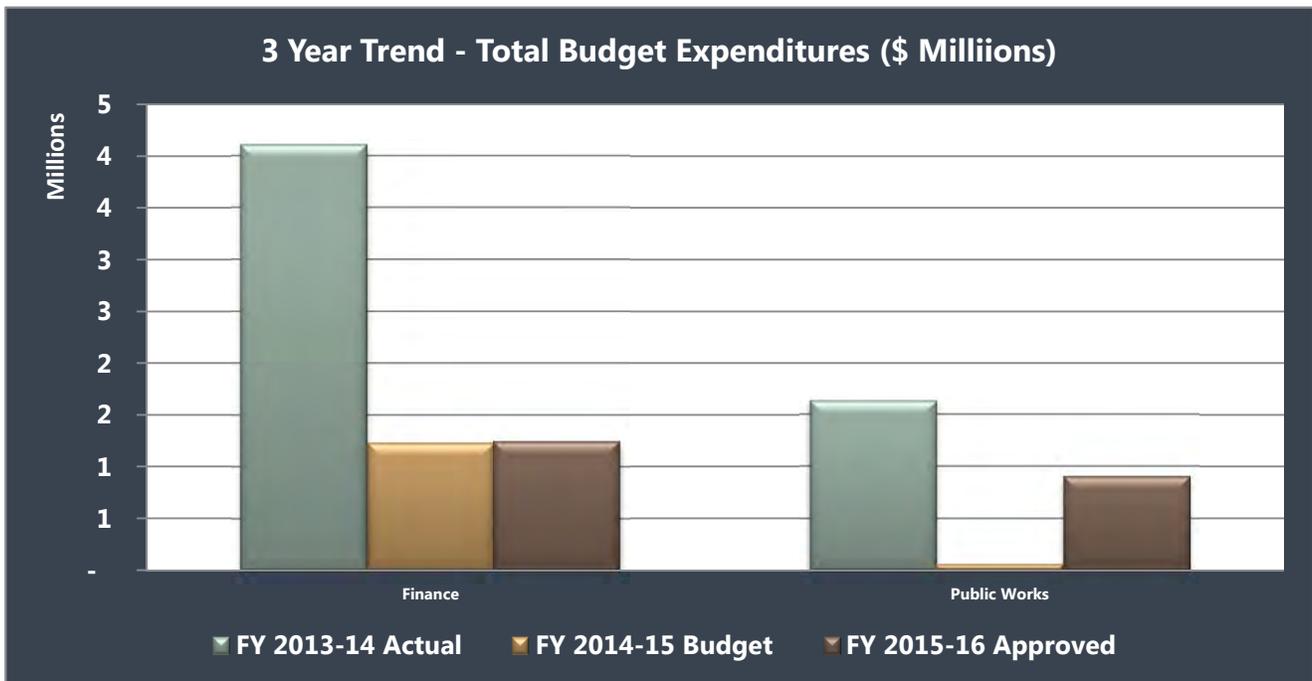
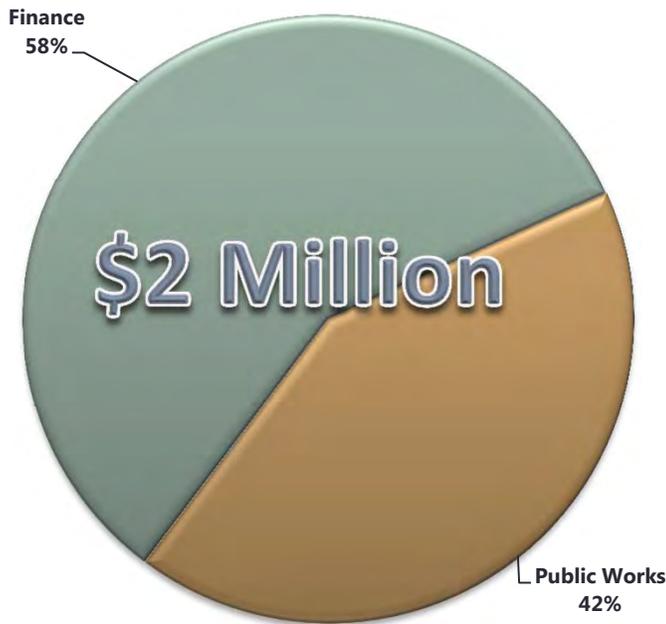
Liability Insurance Fund

This fund accounts for the cost of our municipal liability insurance program. Each department contributes a specified sum each year into the fund. The fund then bears all the costs for general liability: attorney fees, insurance premiums, claim payments, and our third-party administrator. Downey is a member of the Independent Cities Risk Management Authority (ICRMA), but self-insures the first \$2,000,000. This means that Downey has to pay the first \$2,000,000 of any individual claim. The City strives to maintain an active part in our membership with the Authority to keep insurance premiums down.

Internal Services Summary

Total Budget Expenditures by Department (Excludes Transfers Out)

Finance	\$1.2 M
Public Works	\$0.9 M



Internal Services Department Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
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Administration

Capital Outlay	\$ -	\$ -	\$ 7,500	\$ 1,358	\$ -
Total	\$ -	\$ -	\$ 7,500	\$ 1,358	\$ -

Community Development

Operation Materials & Supplies	\$ -	\$ -	\$ -	\$ 216	\$ -
Total	\$ -	\$ -	\$ -	\$ 216	\$ -

Finance

Personnel Services	\$ 68,416	\$ 40,501	\$ 87,195	\$ 77,307	\$ 88,739
Operation Materials & Supplies	1,531,372	3,477,410	684,000	308,944	585,500
Contract & Professional Services	37,560	155,101	41,000	49,192	50,000
Indirect Costs	380,339	438,833	420,000	371,285	525,000
Total	\$ 2,017,687	\$ 4,111,845	\$ 1,232,195	\$ 806,728	\$ 1,249,239

Fire

Operation Materials & Supplies	\$ 304	\$ 50,860	\$ -	\$ 98	\$ -
Capital Outlay	80,127	162,337	42,600	69,371	-
Total	\$ 80,431	\$ 213,197	\$ 42,600	\$ 69,469	\$ -

Parks & Recreation

Personnel Services	\$ 13,286	\$ 11,067	\$ -	\$ 11,225	\$ -
Operation Materials & Supplies	(13,199)	(11,067)	-	57,643	-
Capital Outlay	-	-	54,496	31,507	-
Total	\$ 88	\$ -	\$ 54,496	\$ 100,374	\$ -

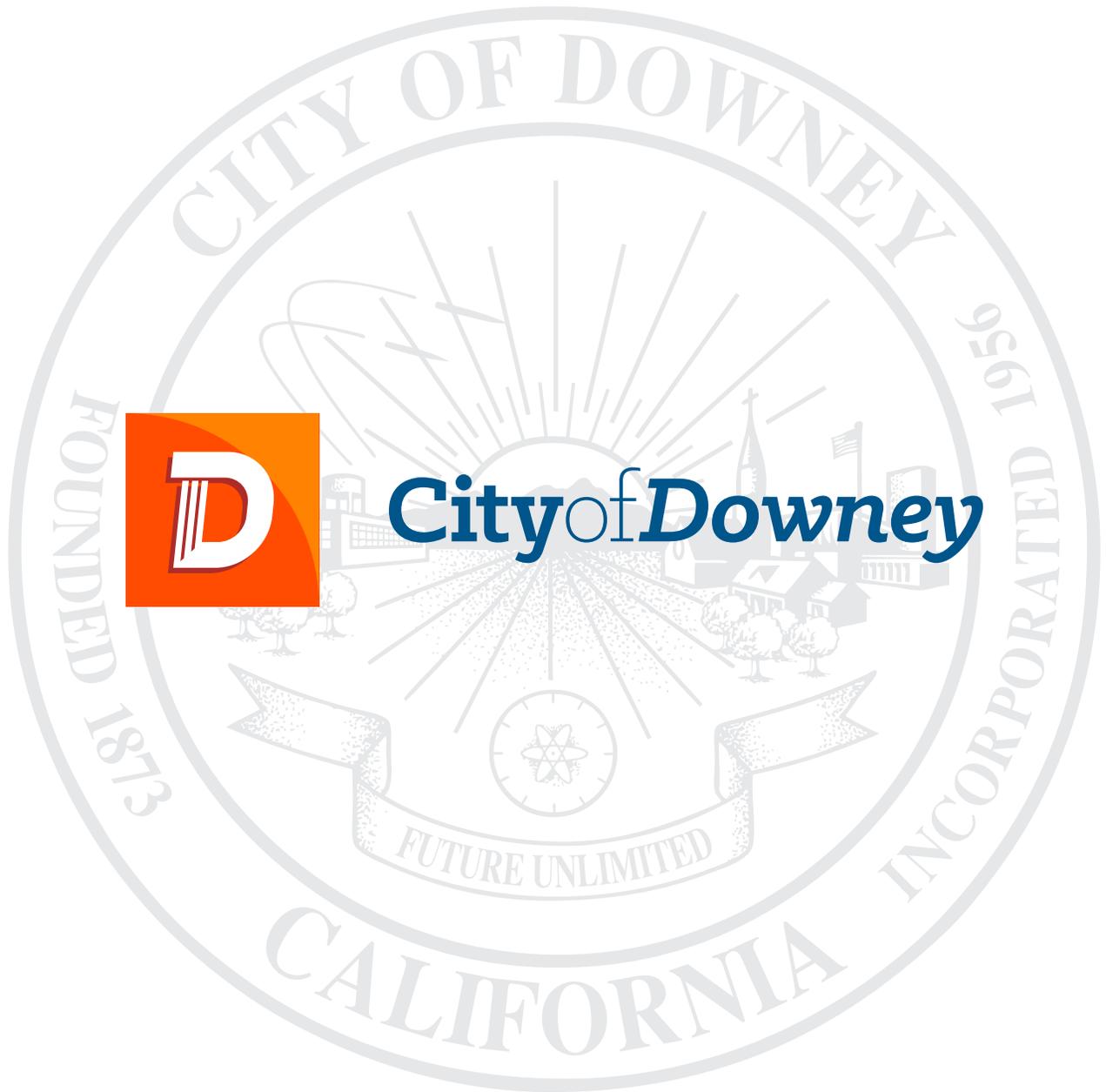
Internal Services

Department Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Police					
Capital Outlay	\$ -	\$ 100,022	\$ -	\$ (650)	\$ -
Total	\$ -	\$ 100,022	\$ -	\$ (650)	\$ -

Public Works					
Personnel Services	\$ 198,373	\$ 138,770	\$ -	\$ 130,294	\$ -
Operation Materials & Supplies	1,015,679	1,155,461	-	850,500	867,000
Capital Outlay	66,633	339,799	61,000	317,642	40,000
Total	\$ 1,280,685	\$ 1,634,030	\$ 61,000	\$ 1,298,435	\$ 907,000

Internal Services	\$ 3,378,891	\$ 6,059,094	\$ 1,397,791	\$ 2,275,931	\$ 2,156,239
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Internal Services

Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
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By Type

Personnel Services	\$ 280,075	\$ 190,338	\$ 87,195	\$ 218,825	\$ 88,739
Operation Materials & Supplies	2,534,156	4,672,664	684,000	1,217,400	1,452,500
Contract & Professional Services	37,560	155,101	41,000	49,192	50,000
Indirect Costs	380,339	438,833	420,000	371,285	525,000
Capital Outlay	146,761	602,158	165,596	419,228	40,000
Total by Type	\$ 3,378,891	\$ 6,059,094	\$ 1,397,791	\$ 2,275,931	\$ 2,156,239

By Division

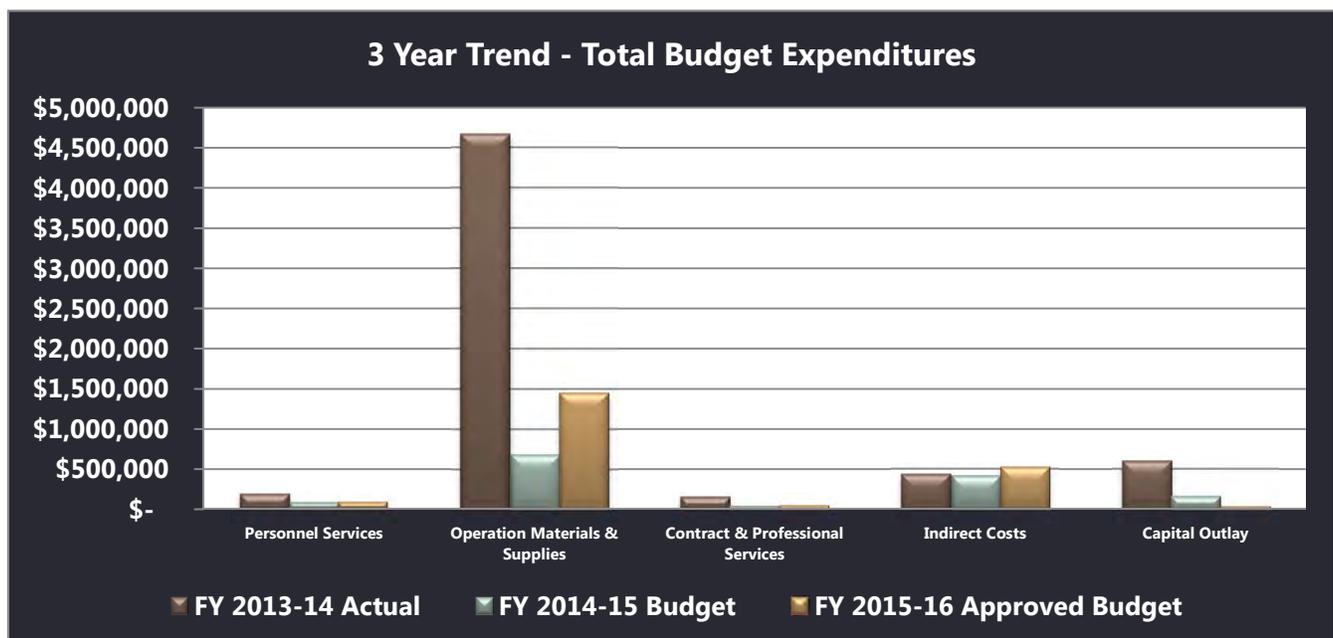
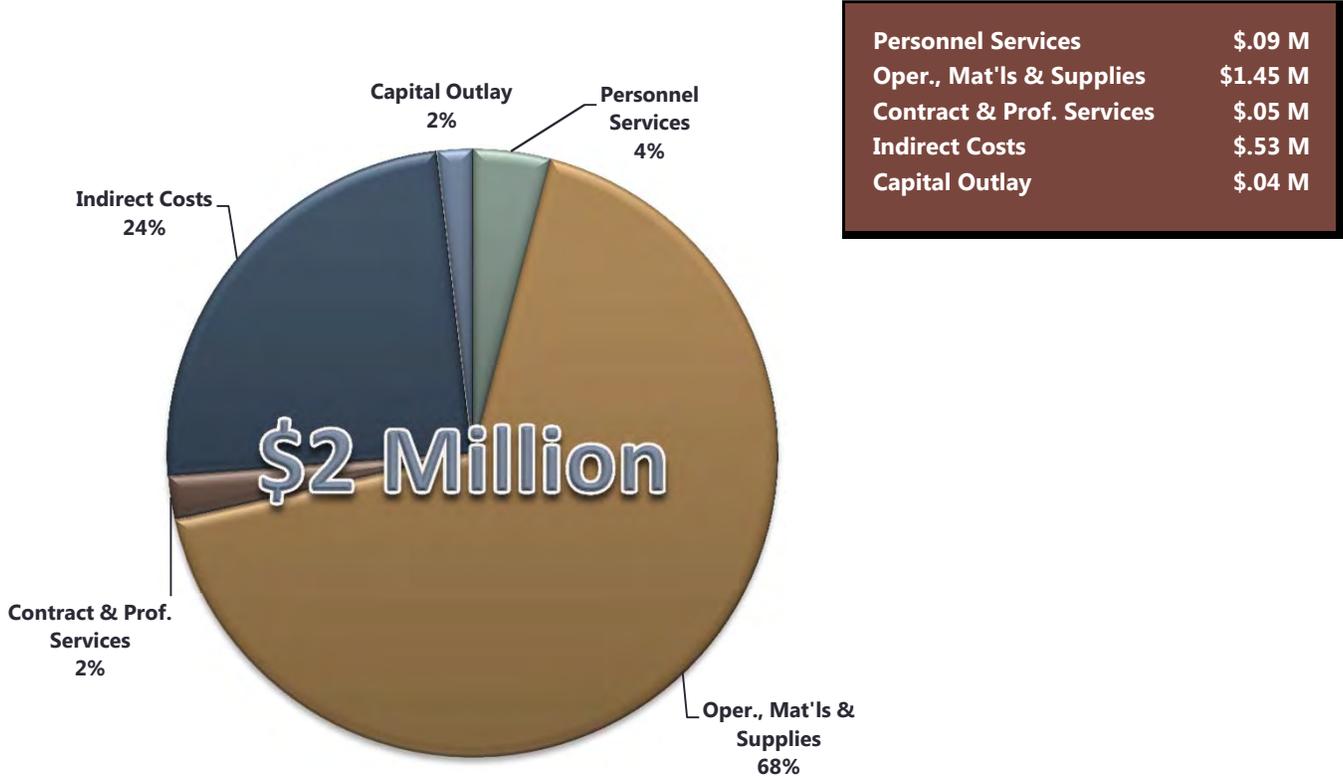
Administration	\$ -	\$ -	\$ 7,500	\$ 1,358	\$ -
Community Development	-	-	-	216	-
Finance	2,017,687	4,111,845	1,232,195	806,728	1,249,239
Fire	80,431	213,197	42,600	69,469	-
Parks & Recreation	88	-	54,496	100,374	-
Police	-	100,022	-	(650)	-
Public Works	1,280,685	1,634,030	61,000	1,298,435	907,000
Total by Department	\$ 3,378,891	\$ 6,059,094	\$ 1,397,791	\$ 2,275,931	\$ 2,156,239

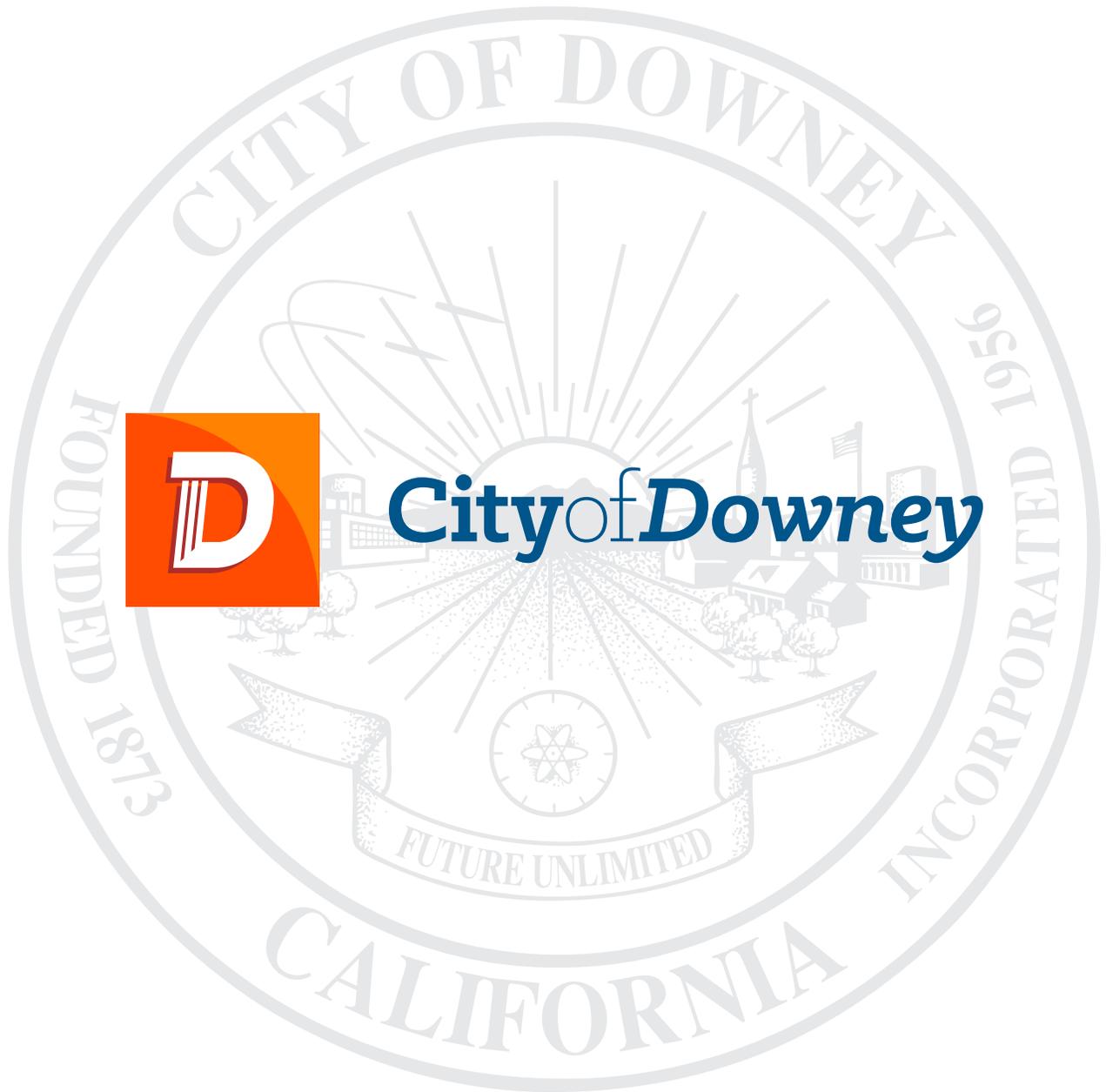
By Fund

11-Federal Police Grant	\$ -	\$ 100,022	\$ -	\$ (650)	\$ -
62-Equipment Fund	1,364,481	1,852,528	165,596	1,469,853	907,000
76-Liability Insurance	2,014,410	4,106,543	1,232,195	806,728	1,249,239
Total by Fund	\$ 3,378,891	\$ 6,059,094	\$ 1,397,791	\$ 2,275,931	\$ 2,156,239

Internal Services Department Summary

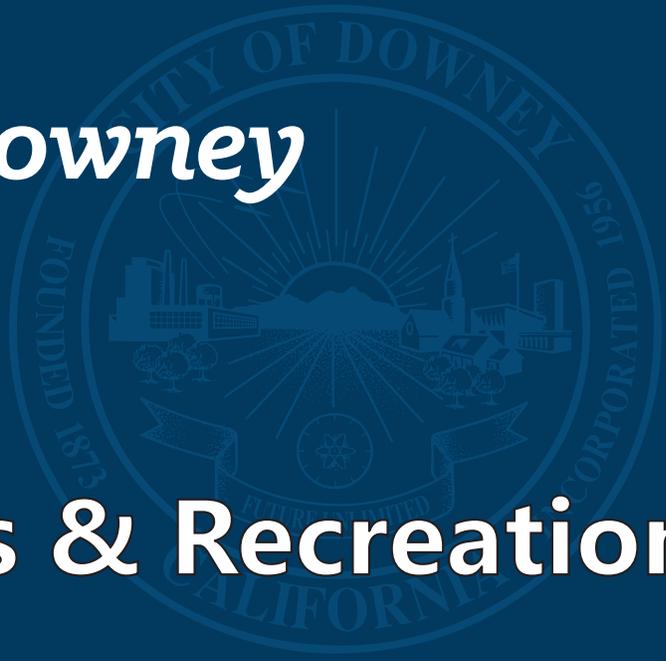
Total Budget Expenditures by Category (Excludes Transfers Out)







City of Downey



Parks & Recreation

**Administration, Grants & Contracts
Facilities & Events - Fee-Supported Programs
Golf Course Operations - Transit**



Parks & Recreation

Department Overview

Organizational Chart

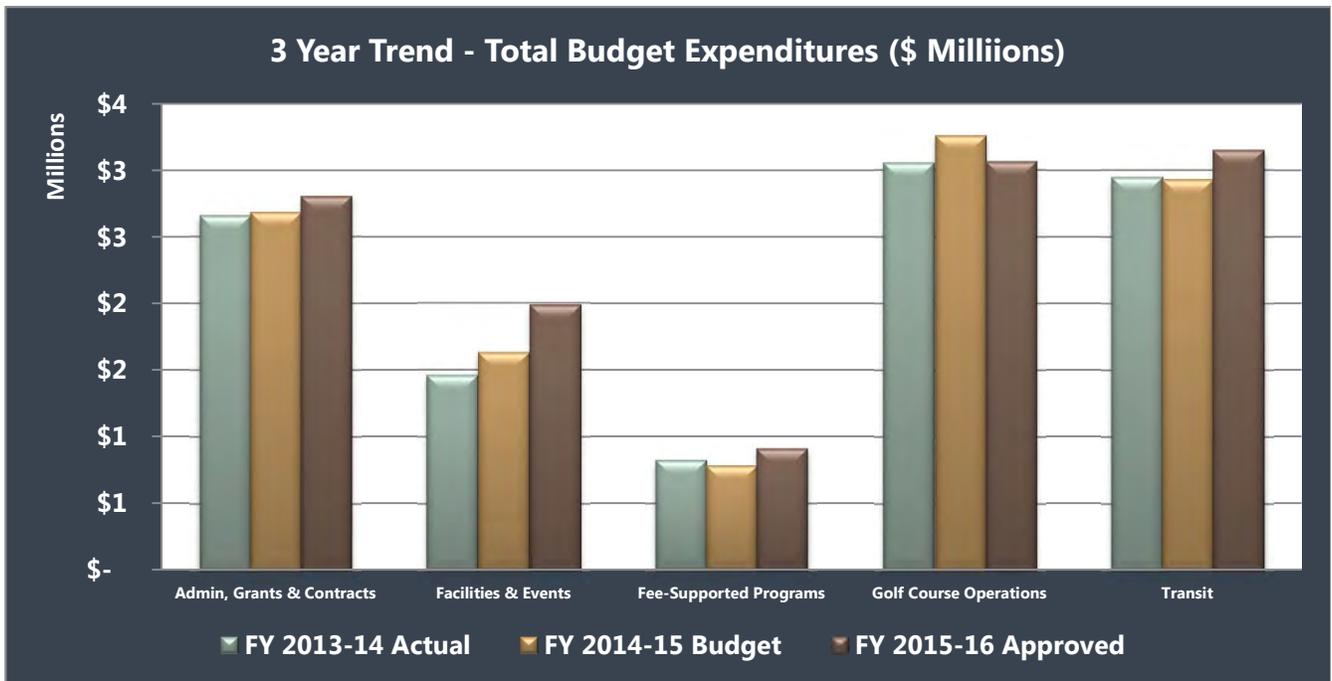
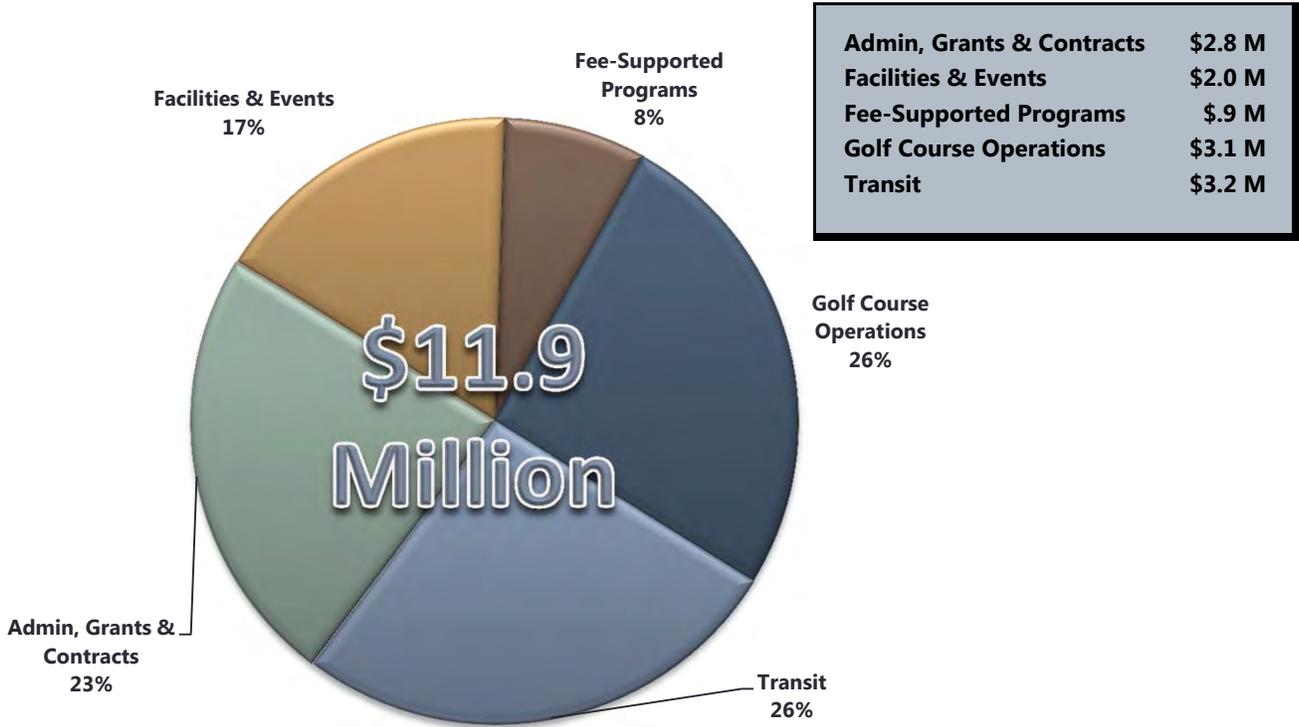


Department Description

The Parks and Recreation Department is comprised of five divisions: Administration (including grants and contract services), Facilities & Events, Fee Supported Recreation Programs, Golf Course Operations and Transit. The Department enhances the quality of life for Downey residents and positively influences neighborhoods through the provision of quality recreational opportunities, parks, and facilities for all residents of Downey. The department is committed to providing services that strengthen the community's image and provide a sense of place, thereby supporting economic development, increasing public engagement, and promoting health and wellness.

Parks & Recreation Department Summary

Total Budget Expenditures by Division



Parks & Recreation

Fiscal Year 2014-2015

Recent Accomplishments & Performance Indicators

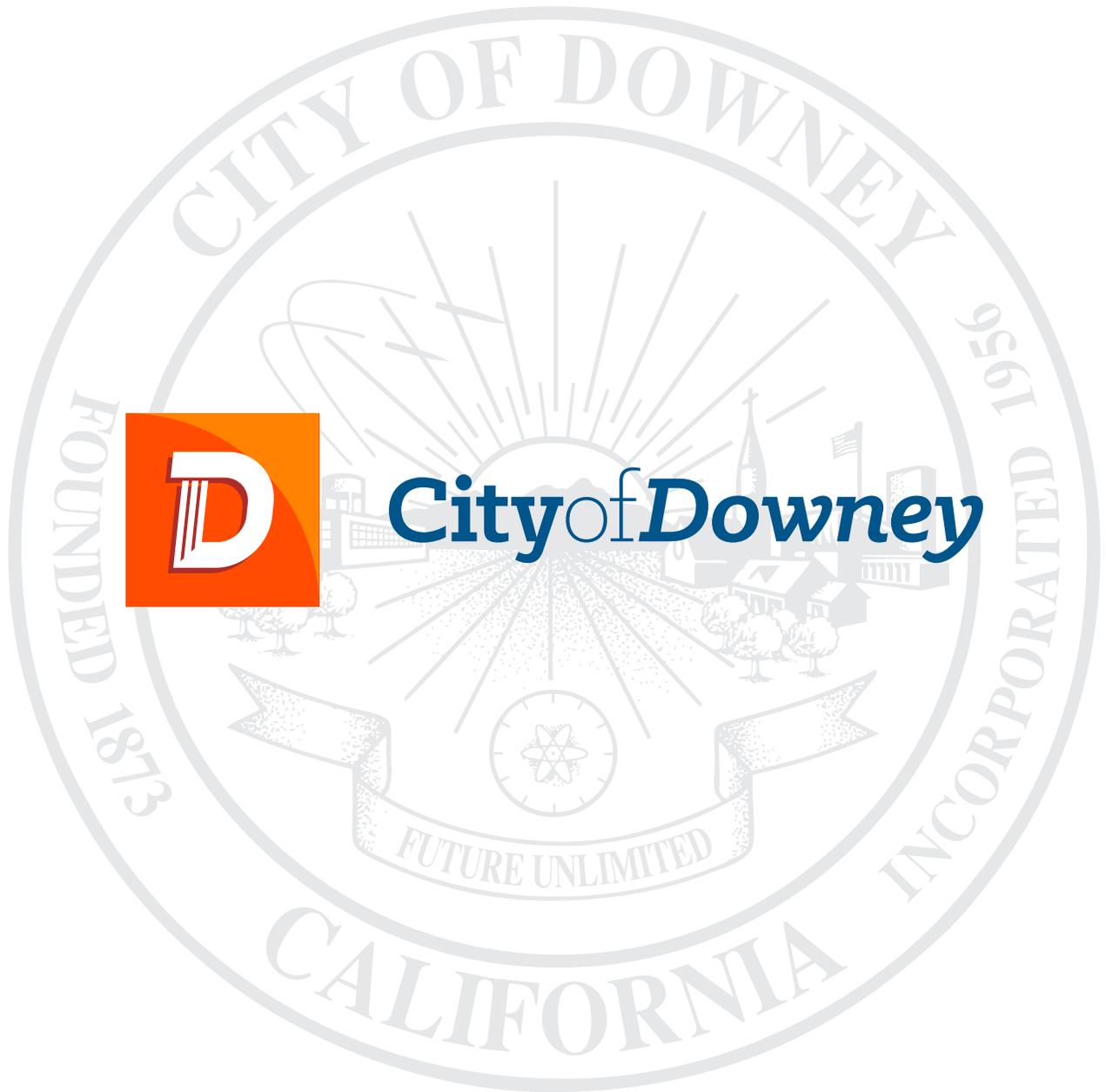
	Fiscal Responsibility	Efficiency & Adaptability	Economic Vibrancy	Quality of Life, Infrastructure & Parks	Public Engagement
Hosted 1 st annual International Food Festival in Downtown Downey with over 18,000+ people attended (Formerly Taste of Downey)		X	X	X	X
Received Grant Funds: <ul style="list-style-type: none"> - Kiwanis Los Amigos donated new Fitness Equipment at Furman Park - Kaiser grant for Healthy Downey Strategic development 	X			X	X
Community Events: <ul style="list-style-type: none"> - 8 Summer concerts at Furman Park in 2014 - Hosted FIFA World Cup 2014 in Downtown Downey - Hosted 2nd annual Music and Movie event at Golden Park - Hosted 3 Rooftop Events at the Downtown parking structure in 2014 and 1 in 2015 - Partnering with SEACCA hosted Pet Fair - Rio San Gabriel Park - Hosted annual Pumpkin Patch event at Apollo Park - Hosted 2nd annual Dia De Los Muertos Festival at the Downey Civic Theatre - Hosted the 2nd annual Bunny Breakfast event at Golden Park - 10,000 in attendance at Kidsday/Hall of Fame event 	X	X	X	X	X
Healthy Downey Program: <ul style="list-style-type: none"> - Increased community involvement by adding 18 Healthy Downey Partners made of local business and organizations - Participated in hosting 11 events/activities including coordinating the Healthy Downey 5K for TLC at Rancho 		X		X	X
Facility/Field Improvements: <ul style="list-style-type: none"> - Installed 27 new picnic benches at Apollo Park - Dedicated the new playground and walking trail at Brookshire Park (funded by First 5 LA & Los Angeles Conservation Corp) - Dedicated the new playground at Furman Park (funded by Kiwanis Foundation) - Dedicated Furman and Apollo Parks Walking Trail (funded by LA County Regional Park & Open Space District, Prop A) - Dedicated new Fitness Equipment at Furman Park (donated by Kiwanis Los Amigos) - Standardized trash cans and picnic tables at Apollo, Dennis the Menace, Discovery, Furman, Golden, Independence, Rio San Gabriel and Temple Parks 				X	X
Initiated Park Master Plan development with RJM Design Group	X	X	X	X	X
With Public Works implemented the Holiday Street Banner Program in Downtown Downey				X	X

Parks & Recreation

Fiscal Year 2015-2016

Goals & Objectives

	Fiscal Responsibility	Efficiency & Adaptability	Economic Vibrancy	Quality of Life, Infrastructure & Parks	Public Engagement
Increase park safety through coordinated suppression and proactive activities with Downey Police Department and implementation of facility enhancements: <ul style="list-style-type: none"> - Request additional police presence during peak park hours with bicycle patrols and surveillance - Purchase and install I4Pod surveillance equipment at Apollo, Independence, Treasure Island, Wilderness Parks and Rio Hondo Golf Course 	X			X	
Initiate implementation of the recommendations in the Council adopted Parks & Recreation Master Plan CIP's and program strategies	X	X		X	X
Foster and/or Expand Community and Cultural Offerings: <ul style="list-style-type: none"> - Special Olympics Host Town Welcome Event - Host 2nd Annual International Food Festival - Host 3rd Annual Dia De Los Muertos - Host 2nd Annual Rock – N – Ride for Veterans bike ride event - Host Open Streets Downey (closed streets course event for walker, bikes, runners: replicating LA Ciclavia model in smaller scale funded through MTA grant) 			X	X	X
Improved transportation connectivity by implementing Council recommendations for Transit Program restructuring of DowneyLink fixed route and Dial-A-Ride	X	X	X	X	X
Install standardized trash cans and picnic benches at Treasure Island and Wilderness Parks				X	X
Continue to promote Healthy Downey Program and implement recommendations from Healthy Downey Strategic Plan for increased community health and vitality				X	X
Implement and operate the new summer after-school STEAM Works program at existing ASPIRE sites (funded by Downey Unified School District)	X	X		X	X



Parks & Recreation

Department Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
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By Type

Personnel Services	\$ 3,747,045	\$ 3,652,903	\$ 3,982,303	\$ 3,768,244	\$ 4,278,812
Operation Materials & Supplies	3,145,136	3,315,575	3,455,996	2,572,221	3,451,763
Contract & Professional Services	3,215,815	3,525,778	3,492,211	2,946,775	3,690,019
Indirect Costs	290,917	461,140	254,650	163,640	232,200
Capital Improvement	-	-	-	-	185,000
Capital Outlay	(11,903)	1,433	112,890	125,209	89,000
Total by Type	\$ 10,387,010	\$ 10,956,829	\$ 11,298,050	\$ 9,576,089	\$ 11,926,794

By Division

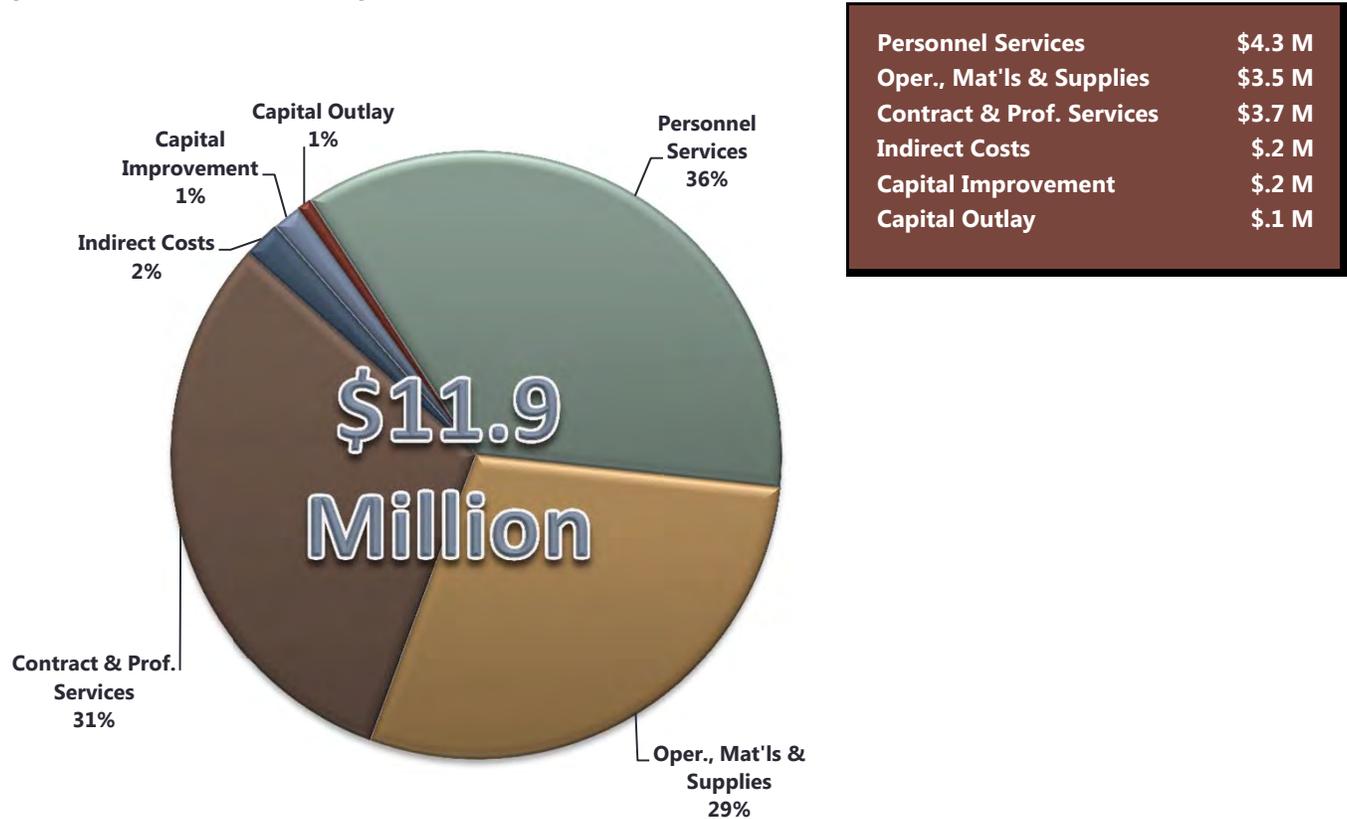
Admin, Grants & Contracts	\$ 2,757,783	\$ 2,662,465	\$ 2,685,433	\$ 2,599,480	\$ 2,806,389
Facilities & Events	1,179,285	1,464,243	1,633,411	1,583,582	1,989,452
Fee-Supported Programs	868,293	822,033	783,091	870,271	908,902
Golf Course Operations	2,848,431	3,057,848	3,261,687	2,358,360	3,067,774
Transit	2,733,218	2,950,240	2,934,428	2,164,396	3,154,277
Total by Division	\$ 10,387,010	\$ 10,956,829	\$ 11,298,050	\$ 9,576,089	\$ 11,926,794

By Fund

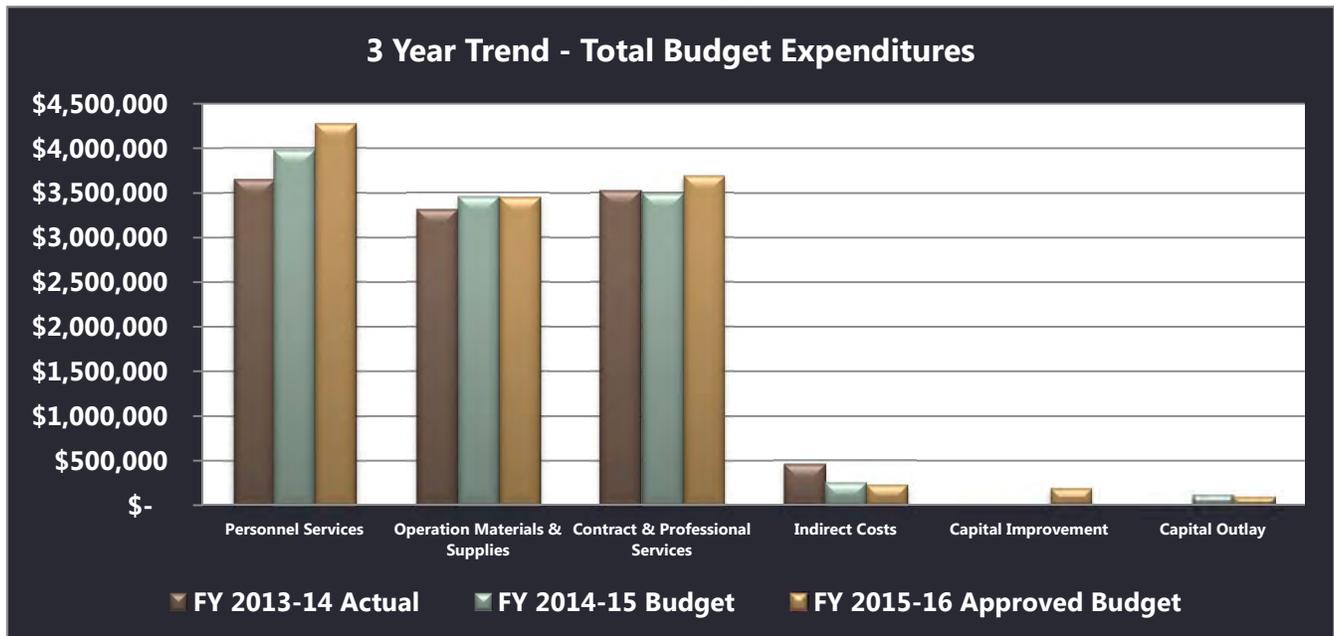
10-General Fund	\$ 4,805,361	\$ 4,948,741	\$ 5,083,877	\$ 5,038,862	\$ 5,704,743
28-CDBG	-	-	18,058	14,471	-
52-Golf Course Fund	2,848,431	3,057,848	3,261,687	2,358,360	3,067,774
55-Transit "Prop A"	2,733,218	2,950,240	2,934,428	2,164,396	2,969,277
56-Transit "Measure R"	-	-	-	-	185,000
Total by Fund	\$ 10,387,010	\$ 10,956,829	\$ 11,298,050	\$ 9,576,089	\$ 11,926,794

Parks & Recreation Department Summary

Total Budget Expenditures by Category (Excludes Transfers Out)



Personnel Services	\$4.3 M
Oper., Mat'ls & Supplies	\$3.5 M
Contract & Prof. Services	\$3.7 M
Indirect Costs	\$.2 M
Capital Improvement	\$.2 M
Capital Outlay	\$.1 M



Parks & Recreation

Division Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
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Administration, Grants & Contracts

Personnel Services	\$ 1,756,226	\$ 1,512,254	\$ 1,602,704	\$ 1,498,901	\$ 1,693,073
Operation Materials & Supplies	449,900	463,107	431,920	427,026	441,868
Contract & Professional Services	449,199	630,804	606,829	635,292	632,748
Indirect Costs	96,694	56,300	43,980	38,261	38,700
Capital Outlay	5,764	-	-	-	-
Total	\$ 2,757,783	\$ 2,662,465	\$ 2,685,433	\$ 2,599,480	\$ 2,806,389

Facilities & Events

Personnel Services	\$ 976,746	\$ 1,140,664	\$ 1,288,462	\$ 1,238,626	\$ 1,433,033
Operation Materials & Supplies	109,328	163,327	194,196	170,601	307,181
Contract & Professional Services	74,227	123,252	139,653	168,745	249,238
Indirect Costs	18,985	37,000	11,100	5,610	-
Total	\$ 1,179,285	\$ 1,464,243	\$ 1,633,411	\$ 1,583,582	\$ 1,989,452

Fee-Supported Programs

	\$ 286,161	\$ 216,346	\$ 218,092	\$ 273,006	\$ 264,584
Operation Materials & Supplies	402,341	494,703	467,413	522,386	543,944
Contract & Professional Services	177,690	101,084	94,616	73,395	100,374
Indirect Costs	2,101	9,900	2,970	1,485	-
Total	\$ 868,293	\$ 822,033	\$ 783,091	\$ 870,271	\$ 908,902

Golf Course Operations

Personnel Services	\$ 66,652	\$ 68,349	\$ 71,154	\$ 46,894	\$ 38,957
Operation Materials & Supplies	1,806,807	1,899,336	1,954,807	1,302,778	1,825,526
Contract & Professional Services	969,962	1,065,055	1,100,836	863,313	1,092,291
Indirect Costs	22,677	23,675	22,000	20,167	22,000
Capital Outlay	(17,667)	1,433	112,890	125,209	89,000
Total	\$ 2,848,431	\$ 3,057,848	\$ 3,261,687	\$ 2,358,360	\$ 3,067,774

Parks & Recreation

Division Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
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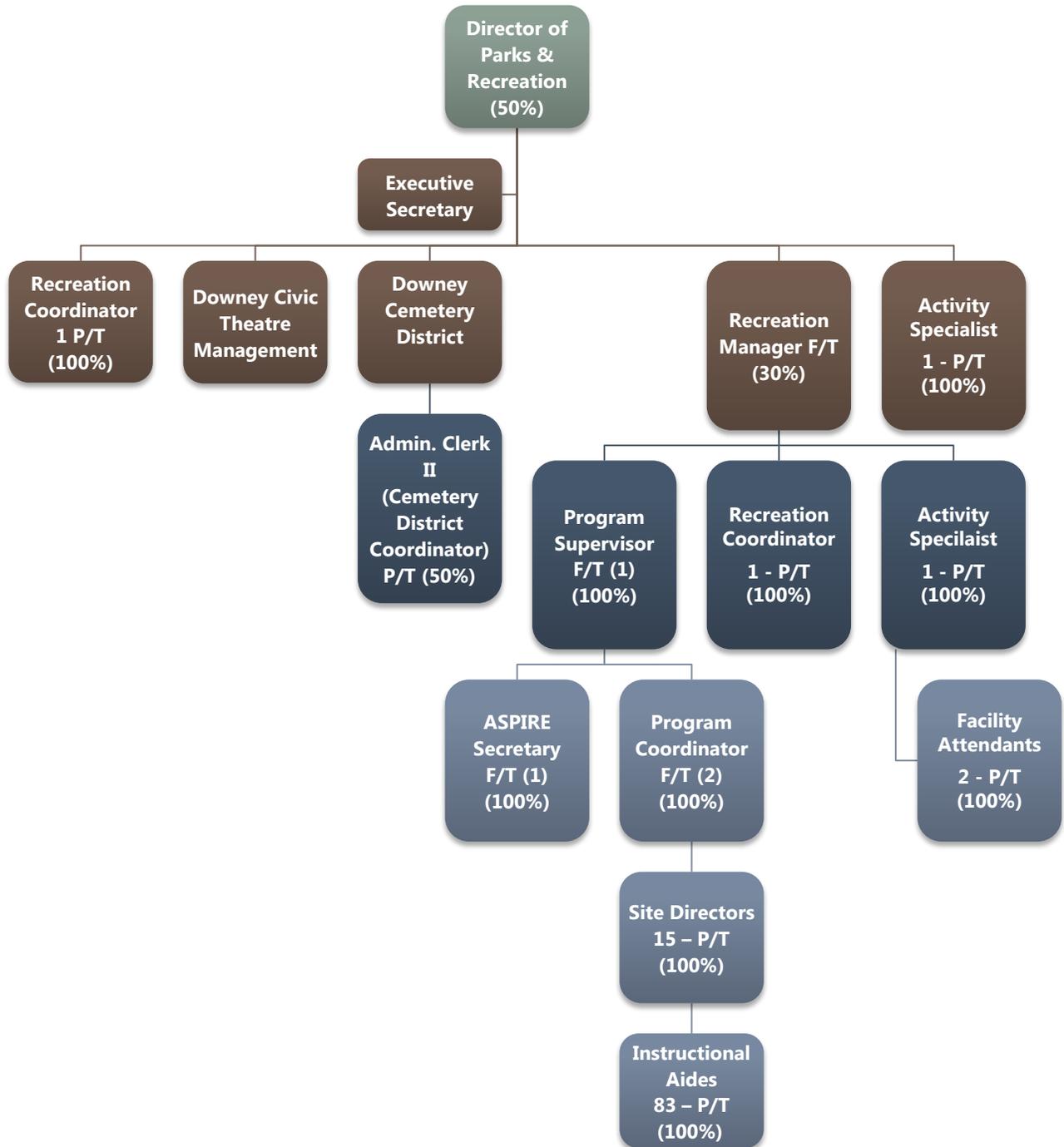
Transit					
Personnel Services	\$ 661,260	\$ 715,290	\$ 801,891	\$ 710,817	\$ 849,165
Operation Materials & Supplies	376,760	295,102	407,660	149,430	333,244
Contract & Professional Services	1,544,737	1,605,583	1,550,277	1,206,030	1,615,368
Indirect Costs	150,460	334,265	174,600	98,119	171,500
Capital Improvement	-	-	-	-	185,000
Total	\$ 2,733,218	\$ 2,950,240	\$ 2,934,428	\$ 2,164,396	\$ 3,154,277

Parks & Recreation Total	\$ 10,387,010	\$ 10,956,829	\$ 11,298,050	\$ 9,576,089	\$ 11,926,794
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Parks & Recreation

Administration, Grants & Contracts

Organizational Chart



Parks & Recreation

Administration, Grants & Contracts

Division Summary of Full Time Positions

Positions	Actual FY 2012-13	Actual FY 2013-14	Budget FY 2014-15	Approved FY 2015-16
Director of Parks & Recreation	1	1	1	1
Executive Secretary	1	1	1	1
Program Coordinators	3	3	3	2
Secretary (ASPIRE)	1	1	1	1
Program Supervisor (ASPIRE)	1	1	1	1
Social Services Manager	0	0	0	0
Total Full Time Positions	7	7	7	6

Division Description

The Parks and Recreation Administration Division is responsible for the leadership and delivery of a wide range of recreation, cultural and educational Parks and Recreation programs, activities and services. Staff maintains budgetary control and fiscal responsibility for the department budget, staff support to City Council and the Recreation and Community Services Commission, Youth Commission and Downey Cemetery District. The Division provides administrative direction and oversight of the entire Department of Parks and Recreation, the Healthy Downey initiative, grant funded ASPIRE after-school program, grant funded STEAM Works summer after-school program, contract for services with Venuetech for Downey Civic Theatre, and contracted services for the Rio Hondo Golf Course.

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Projected FY 2014-15	Planned FY 2015-16
Healthy Downey partners	11	29	14	30
Healthy Downey events/activities	7	11	10	10
Downey Civic Theatre attendance	47,856	42,219	47,000	45,000
Number of days occupied at Theatre	191	143	156	150
Theatre Presenting Series Events/Festival	7	5	5	5
Theatre Rental Clients	67	66	74	70
Golf Course Total Rounds	57,340	60,152	66,000	66,000
Golf Course Tournaments	116	173	120	150
Golf Course Tournament Participants	4,889	5,349	5,000	5,200
Number of enrollment in ASPIRE program	1,502	1,501	1,500	1,500
Number of ASPIRE sports leagues	4	5	5	5

Parks & Recreation

Administration, Grants & Contracts

Budget Narrative

This year's budget request proposes to increase with the addition of the STEAM Works summer after-school program and increased water/utility rates for the Rio Hondo Golf Course maintenance.

Division Budget Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$ 1,756,226	\$ 1,512,254	\$ 1,602,704	\$ 1,498,901	\$ 1,693,073
Operation Materials & Supplies	449,900	463,107	431,920	427,026	441,868
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Indirect Costs	96,694	56,300	43,980	38,261	38,700
Capital Outlay	5,764	-	-	-	-
Total	\$2,757,783	\$2,662,465	\$2,685,433	\$2,599,480	\$2,806,389

Parks & Recreation

Administration, Grants & Contracts

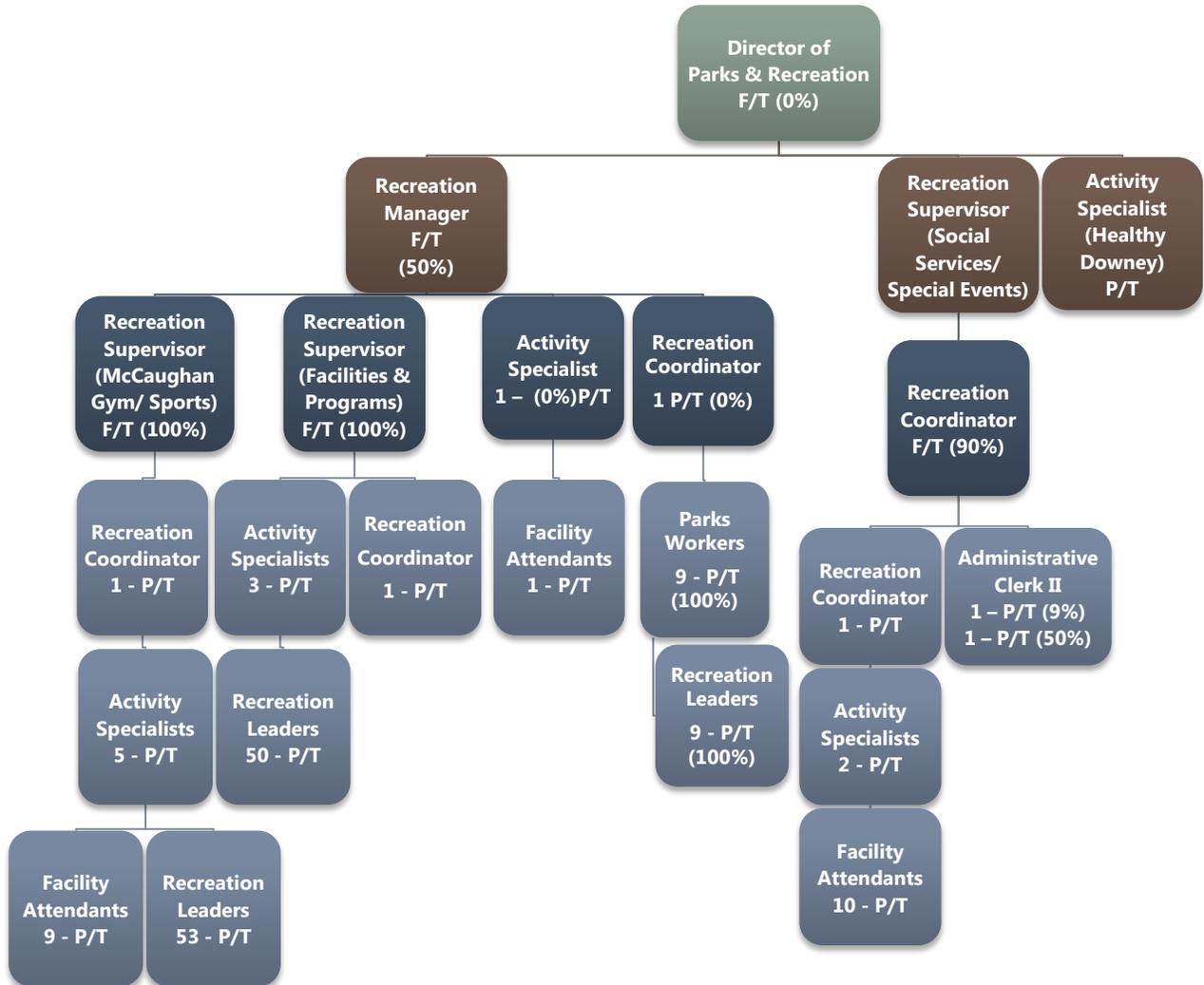
Contractual & Professional Detail

Account	Vendor	Amount
10-4305-0670	Park Planning, Prof. Memberships, Security Monitoring, Laserfiche Lisc.	\$6,600
10-4305-0700	Janitorial Services	5,640
	Dedication Plaques	4,000
	Park Security	10,000
	Grant writing services	5,360
	Healthy Downey events	5,000
10-4338-0670	Professional Memberships & CODESP Services	1,345
10-4338-0700	Global Learning Training	21,000
	Misc. Services	600
10-4380-0670	Venuetech Management Fee	193,692
	Dues & Subscriptions	200
	Research & Development Fee	936
10-4380-0700	Talent Productions Expenses	4,500
	Talent Fees (Special Event Productions)	90,000
	Talent Production Expenses DDLM	10,200
	Dia De Los Muertos Production Expenses	15,000
	Website Maintenance and Internet Regulatory Surcharge	3,410
	Venuetech insurance reimbursement	9,000
	IT Services and Equipment Replacement & Domain Host	2,265
	Labor Fee for Presenting Series, Rental Staff & DDLM (Excludes Venuetech Management)	244,000
Total Detail		\$632,748

Parks & Recreation

Facilities and Events

Organizational Chart



Parks & Recreation

Facilities and Events

Division Summary of Full Time Positions

Positions	Actual FY 2012-13	Actual FY 2013-14	Actual FY 2014-15	Approved FY 2015-16
Recreation Coordinator	1	1	1	1
Recreation Manager	1	1	1	1
Recreation Supervisor	4	3	3	3
Total Full Time Positions	6	5	5	5

Division Description

The Parks and Recreation Facilities and Events Division are responsible for Downtown Civic Events, such as the International Food Festival, Rooftop Events, activity coordination for recreation facilities including parks/multi-purpose rooms, picnic shelters, including McCaughan Gym and Barbara J. Riley Community and Senior Center. This division also provides for oversight of park drop-in programs and community wide events including Hall of Fame, Kids Day, Summer Concerts, Halloween, Café Quill, teen programming and BJR Community and Senior Center events.

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Projected FY 2014-15	Planned FY 2015-16
Barbara J. Riley Senior Center attendance	180,000	164,724	180,000	170,000
Barbara J. Riley Senior Center Rentals	920	1,200	950	1,000
Summer Park Program Attendance	5,500	6,249	6,300	6,300
General Park Attendance	1,282,830	1,525,354	1,500,000	1,530,000
Number community events hosted	12	13	15	17

Parks & Recreation

Facilities and Events

Budget Narrative

Funding requests include an increase in personnel for Facilities and Events due to increased Parks Worker and morning Recreation Leader positions to maintain parks in a clean and safe condition. The budget request also includes an increase to fund Downtown Civic events programming and operations offering the community a wider variety of cultural events and activities. These increases are in support of the Council's Quality of Life, Infrastructure & Parks priority.

Division Budget Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$976,746	\$ 1,140,664	\$ 1,288,462	\$ 1,238,626	\$ 1,433,033
Operation Materials & Supplies	109,328	163,327	194,196	170,601	307,181
Contract & Professional Services	74,227	123,252	139,653	168,745	249,238
Indirect Costs	18,985	37,000	11,100	5,610	-
Total	\$1,179,285	\$1,464,243	\$1,633,411	\$1,583,582	\$1,989,452

Parks & Recreation

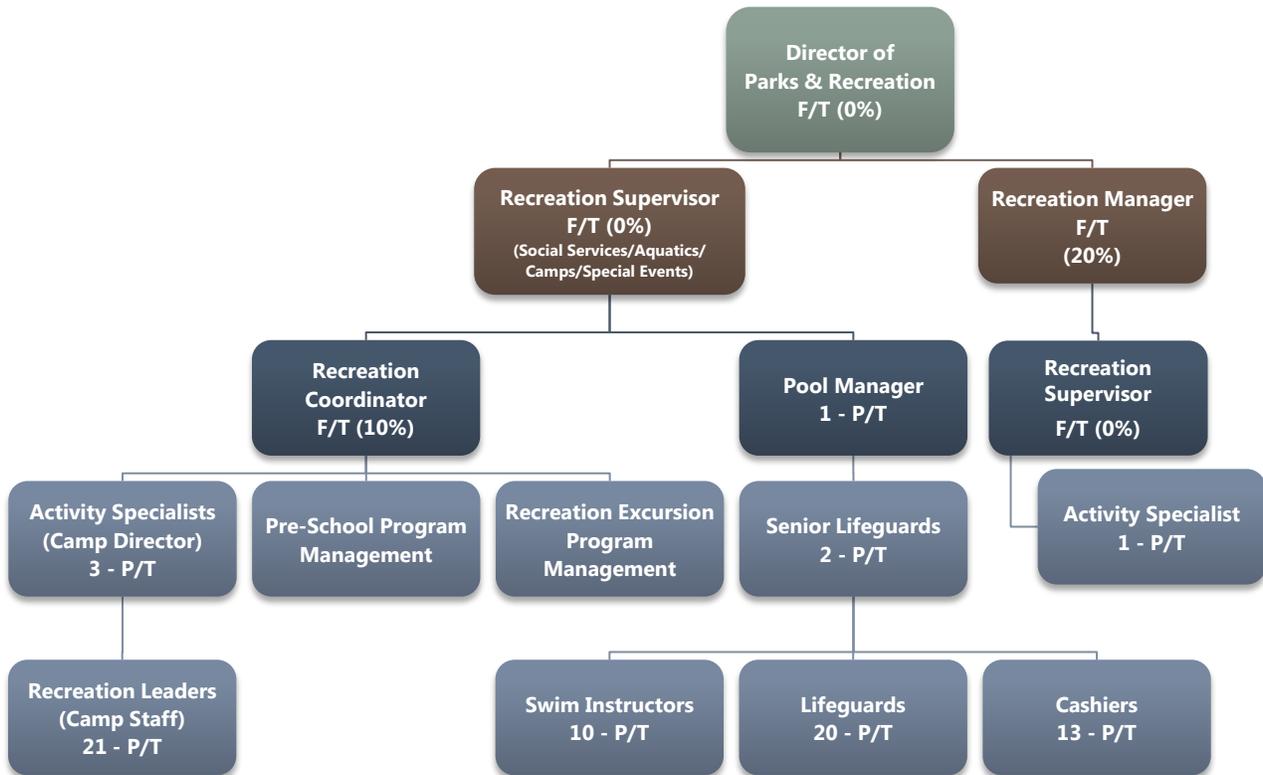
Contractual & Professional Detail

Account	Vendor	Amount
10-4310-0670	Professional Memberships	\$555
10-4310-0700	Park Security Services	40,000
	Sports Field Maintenance	20,000
	DUSD janitorial fees for MLS softball at Columbus H.S.	15,000
	Park Dedication/Plaque Services	1,000
	Motion Picture License	321
10-4321-0670	Professional Memberships	600
10-4321-0700	Summer Concert Series	28,500
	Nutrition Program – Human Services Association	10,000
	Pumpkin Patch	6,200
	Café Quill	3,750
	Cable services for Center	650
	Marketing	600
	Motion Picture Lic. Corp (Viewing) & BMI license (music)	900
	Security Services for Facility Rentals	2,000
	Senior Center Fitness Equipment Maintenance Agreement	5,200
	Memorial Day Event	800
	Senior Center Special Events	19,000
	August Music & Movie Events	5,550
	Cisco Router Renewal	300
	Stage Refinishing services	1,200
10-4322-0700	Special Event Equipment Rentals	36,000
	Special Event Talent Fees	19,000
	Special Event AV / Generator / Light Rentals	7,100
	International Food Festival Health Permits	2,000
	Special Event Security	5,000
	Electrician Services	2,000
	Motion Picture Lic. Corp (Viewing)	400
	Special Event Restroom Rentals	6,000
	Special Event Sound Technician Services	8,000
10-4340-0670	Professional Memberships	500
10-4340-0700	Guest Speakers, Promotional Photography, Gym Floor Maintenance & portion Motion Picture License	1,112
Total Detail		\$249,238

Parks & Recreation

Fee-Supported Recreation Programs

Organizational Chart



Division Summary of Full Time Positions

Positions	Actual FY 2012-13	Actual FY 2013-14	Actual FY 2014-15	Approved FY 2015-16
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No Full Time Staffing assigned to Fee-Supported Recreation Programs Funds.

Parks & Recreation

Fee-Supported Recreation Programs

Division Description

The Parks and Recreation's Fee Supported Programs include contract classes, excursions, preschool classes, Wilderness Park parking lot, staff for park facility rentals, tennis courts, summer camps, aquatics and sports. Fee Supported programs fund the design and printing of the Parks and Recreation Community News Guide. This fund also provides for financial aids and CDBG funds for community based organizations that provide social service programs.

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Projected FY 2014-15	Planned FY 2015-16
Picnic shelter reservations	177	228	400	250
Park multi-purpose room reservations	138	271	205	275
Wilderness Park weekend car counts	16,491	16,798	14,000	16,000
Number contract class participants	5,800	8,053	5,500	9,000
Number of contract classes offered	195	193	190	191
Number Sports league participants	475	628	520	650
Number camp participants	625	707	650	675
Number of dog park patrons	8,054	8,037	8,000	8,000
Number of dog park dogs	8,875	7,733	7,500	7,500
Number of Wee Three and Tot Time preschool participants	240	231	240	240
Number of excursions	21	18	26	20
Number of excursion participants	1,300	1,000	1,400	1,200
Total number of 1 st Monday participants	700	500	600	500
Number of senior enrichment classes	140	131	140	135
Number of senior participants in enrichment classes	9,600	8,788	9,350	9,000
Number of recreation swim participants	7,100	6,875	6,850	6,900
Number of swim lesson participants	1,200	1,113	1,280	1,200
Number of junior lifeguard participants	31	31	31	31

Parks & Recreation

Fee-Supported Recreation Programs

Budget Narrative

This division's budget is increasing due to expanded demand for youth and adult sports and fitness programming at the McCaughan Gymnasium. Revenues generated from these additional class/activity offerings offset the additional expansion to these contract classes.

Division Budget Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$ 286,161	\$ 216,346	\$ 218,092	\$ 273,006	\$ 264,584
Operation Materials & Supplies	402,341	494,703	467,413	522,386	543,944
Contract & Professional Services	177,690	101,084	94,616	73,395	100,374
Indirect Costs	2,101	9,900	2,970	1,485	-
Total	\$ 868,293	\$ 822,033	\$ 783,091	\$ 870,271	\$ 908,902

Contractual & Professional Detail

Account	Vendor	Amount
10-4315-0700	Vendor Services	250
10-4316-0700	Pre-School Contract and Instructor Payments	19,424
10-4317-0700	Specialty Camp/ Wilderness Camp – Bubble Mania / Reptiles	8,000
	Wilderness Camp Restroom Rentals	2,000
10-4320-0670	Professional Memberships	300
10-4320-0700	Miscellaneous and Special Event Services	400
10-4330-0700	DUSD Maintenance Payments for use of swimming pool	70,000
Total Detail		\$100,374

Parks & Recreation

Golf Course Operations

Organizational Chart



Division Summary of Full Time Positions

Positions	Actual FY 2012-13	Actual FY 2013-14	Actual FY 2014-15	Approved FY 2015-16
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No Full Time Staffing assigned to Golf Course Operation Funds

Parks & Recreation

Golf Course Operations

Division Description

The Golf Course Operations provide administrative oversight to the golf professional, food and beverage operator and course maintenance contractor to assure the highest level of service and course playing conditions, which will result in generating sufficient revenues to offset all operation costs, bonded indebtedness and retain additional revenues for capital reserves. Funds have been added for additional marketing and utility costs as the water rates have increased significantly over the last two years.

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Projected FY 2014-15	Planned FY 2015-16
Total Rounds	57,340	60,152	66,000	61,000
Tournaments	116	173	120	150
Tournament Participants	4,889	5,349	5,000	5,500

Revenue accounts 6610, 6621, and 6630 support this program and 4320, 4321 and 4340.

Parks & Recreation

Golf Course Operations

Budget Narrative

Budget requests are greatly increased compared to FY 13/14 as water/utility rates have significantly increased. To further the Council's quality of life priority, staff will continue to work with golf pro and food and beverage operator to continue to increase rounds of golf and use of Rio Hondo Golf Course banquet facilities.

Division Budget Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$ 66,652	\$ 68,349	\$ 71,154	\$ 46,894	\$ 38,957
Operation Materials & Supplies	1,806,807	1,899,336	1,954,807	1,302,778	1,825,526
Contract & Professional Services	969,962	1,065,055	1,100,836	863,313	1,092,291
Indirect Costs	22,677	23,675	22,000	20,167	22,000
Capital Outlay	(17,667)	1,433	112,890	125,209	89,000
Total	\$2,848,431	\$3,057,848	\$3,261,687	\$2,358,360	\$3,067,774

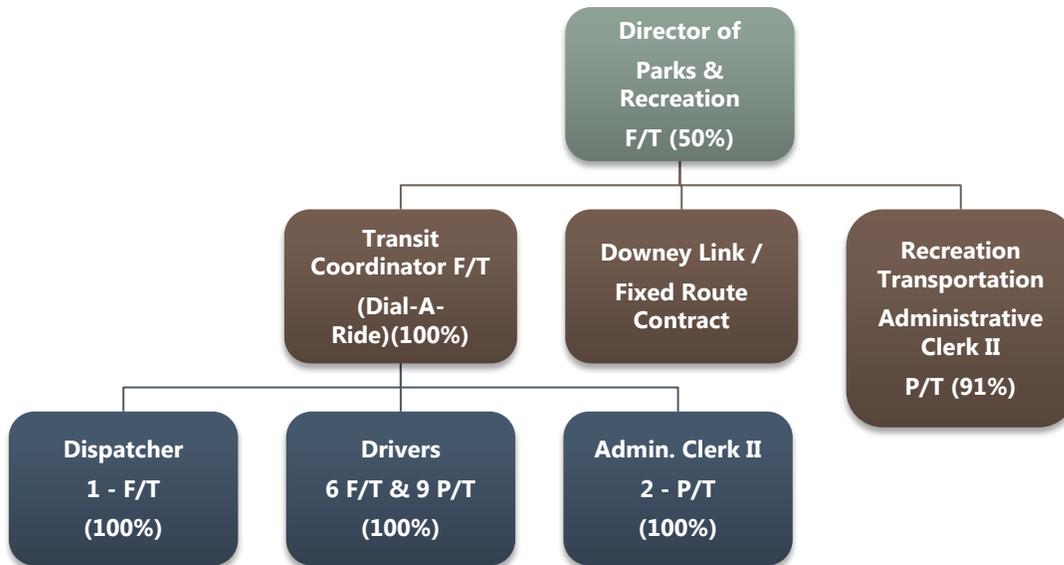
Contractual & Professional Detail

Account	Vendor	Amount
52-4410-0670	USGA Membership, Turf Advisory Services, Associated Telecom & POS System Services	\$7,000
52-4410-0700	Golf Course Consultant	10,000
	DI water for cart batteries monthly service (Aqua Con Co.)	336
	Cart battery repair and related service costs (Club Car)	5,000
	Fire Alarm monitoring service (Bill's Sound)	600
	Misc. other contract services	5,000
	Security Services	15,000
	RHGC Open House Equipment Rentals	5,000
	Graphic design work for advertising	9,500
52-4420-0700	Contract Services	1,034,855
Total Detail		\$1,092,291

Parks & Recreation

Transit

Organizational Chart



Division Summary of Full Time Positions

Positions	Actual FY 2012-13	Actual FY 2013-14	Actual FY 2014-15	Approved FY 2015-16
Transit Coordinator	1	1	1	1
Transit Driver	5	5	5	5
Transit Driver/Dispatcher	1	1	1	1
Total Full Time Positions	7	7	7	7

Parks & Recreation

Transit

Division Description

The Parks and Recreation Transit Division includes Proposition A funded fixed-route (Downey LINK) system and the Dial-A-Ride transportation service for disabled persons and those over 65 years old and MTA . Proposition A funded recreation transportation services provides for youth, adults and seniors to participate in same-day trips to various educational and entertainment venues. The budget represents the current transit operation model. The budget further includes the MTA funded open streets event which is a temporary one-day event that closes the streets to automotive traffic and opens them to people to walk or ride bicycles.

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Projected FY 2014-15	Planned FY 2015-16
Number fixed route transit boardings	227,437	224,808	228,000	225,000
Number Dial-A-Ride boardings	28,943	31,887	33,000	32,000
Number community excursions	65	67	66	66

Parks & Recreation

Transit

Budget Narrative

This year's budget request proposes to increase with the addition of the MTA funded open streets event. Transit operations will continue at the same level of funding as last year, with the exception of an increase in contract services due to an increase in contract obligations and internal charges such as equipment replacement funds and liability insurance. It is expected that Proposition A funds will cover these increases, maintaining the Council's Fiscal Responsibility priority.

Division Budget Summary

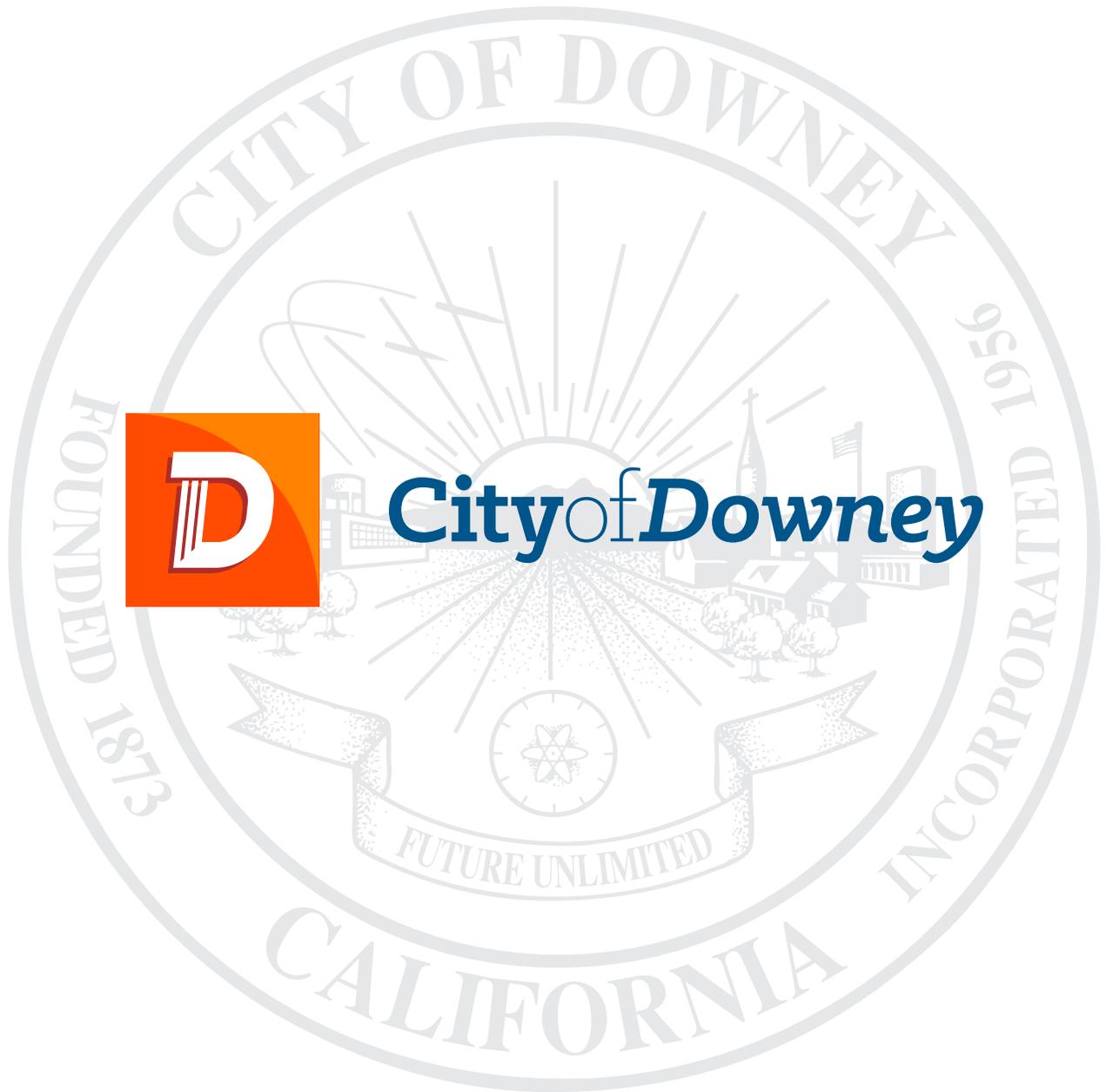
Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$ 661,260	\$ 715,290	\$ 801,891	\$ 710,817	\$ 849,165
Operation Materials & Supplies	376,760	295,102	407,660	149,430	333,244
Contract & Professional Services	1,544,737	1,605,583	1,550,277	1,206,030	1,615,368
Indirect Costs	150,460	334,265	174,600	98,119	171,500
Capital Improvement	-	-	-	-	185,000
Total	\$ 2,733,218	\$ 2,950,240	\$ 2,934,428	\$ 2,164,396	\$ 3,154,277

Parks & Recreation

Transit

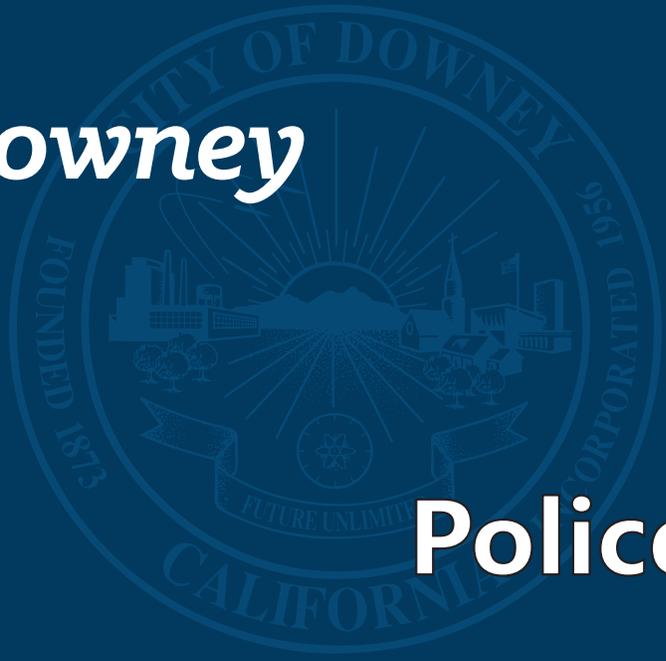
Contractual & Professional Detail

Account	Vendor	Amount
55-6220-0670	Annual Trapeze Dispatching Software & MDT Transmitting Fee	\$17,200
	On-Board SEON Security Camera Service Fee	1,000
	Verizon Wireless MDC Monthly Service Fee	4,319
	Trapeze Server Maintenance	550
	Transit Depot Phone System Technical Assis. (Associated Telecom)	500
	FCC Radio Transmitting Fee	415
55-6220-0700	Muzak	840
	Gateway Cities Council of Governments (COG)	23,000
	Orangeline Development Authority	12,500
	Transit Planning	20,000
55-6230-0700	Charter Buses for Excursions	110,000
55-6280-0670	Transit Planning	10,000
55-6280-0700	MV Contracted Fixed Route Services	1,367,060
	Security services at Depot	8,000
55-6290-0700	Open Streets Event Equipment Rentals	16,884
	Entertainment	2,000
	Sanitation (restroom rentals, extra trash pick-up, street sweeping)	6,800
	Event Security and Traffic Management Services	9,500
	Health Permit Licensing and Equipment	3,400
	Open Street Event Sound Technician Services	1,400
Total Detail		\$1,615,368





City of Downey



Police

Administration - Detectives
Grants - Patrol/ Operations



Department Overview

Organizational Chart

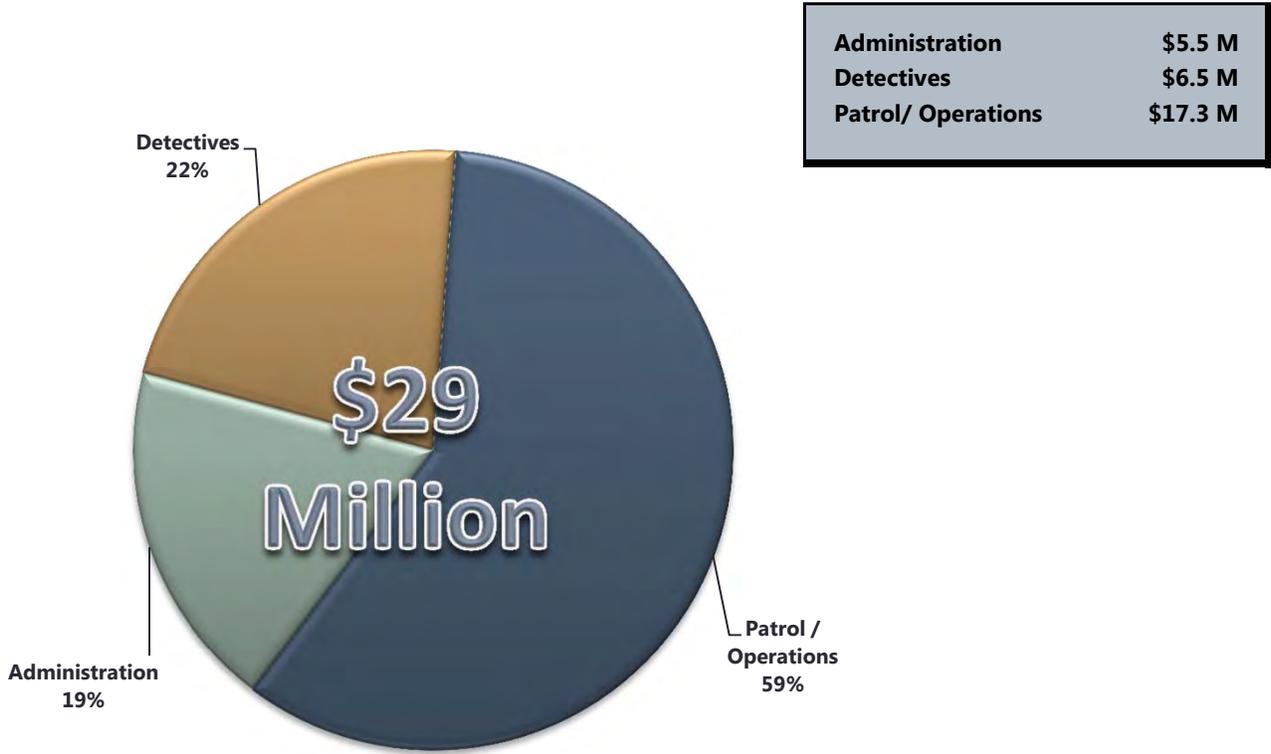


Department Description

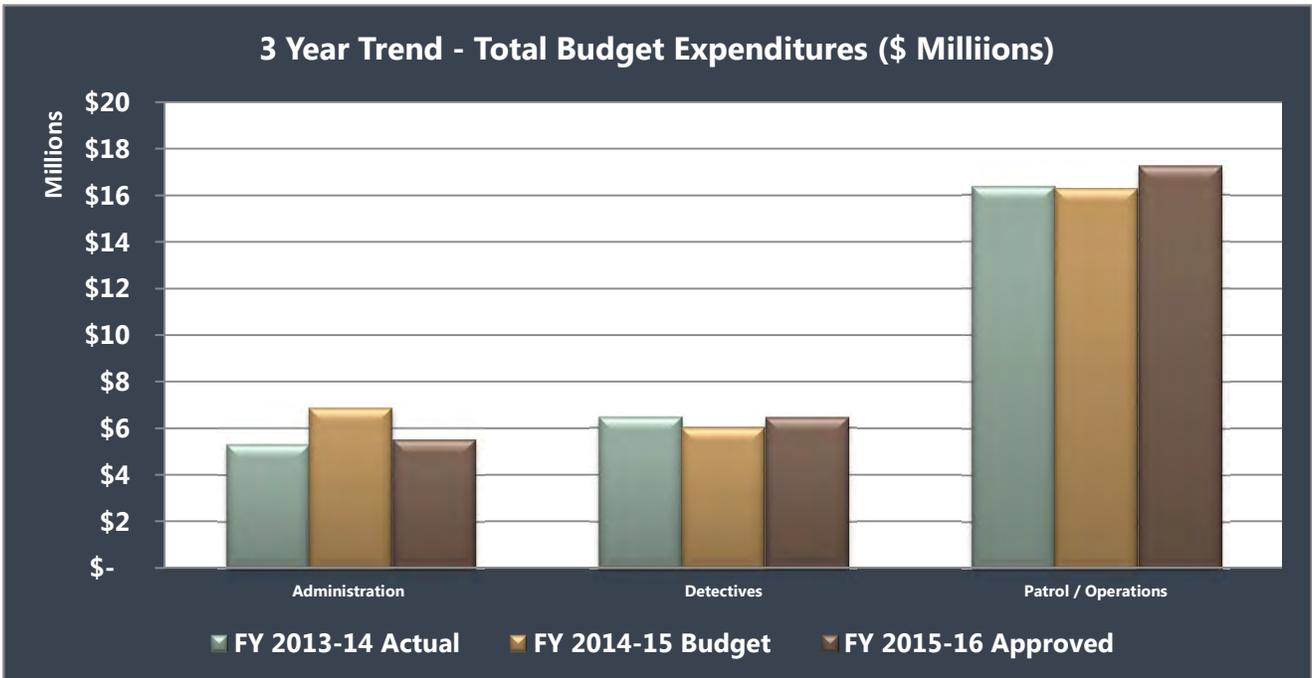
The Police Department is celebrating its 59th year of service to the Downey Community. Organizationally, we hired and trained three new police officers, two full time Records Specialists and one full time Forensics Specialist this past fiscal year. With an increasing focus on organizational efficiency and professionalism, we have continued to move forward with the development and expansion of several programs. As community outreach and public engagement are one of the Council's priorities, the Police Department has continued to be accessible to the community through social media forums, community meetings and crime prevention programs. We continue to focus on professionalism, providing over 10,000 hours of training to our employees. We have adopted new technological tools to help increase efficiency and provide valuable training tools.

Police Department Summary

Total Budget Expenditures by Division



Administration	\$5.5 M
Detectives	\$6.5 M
Patrol / Operations	\$17.3 M

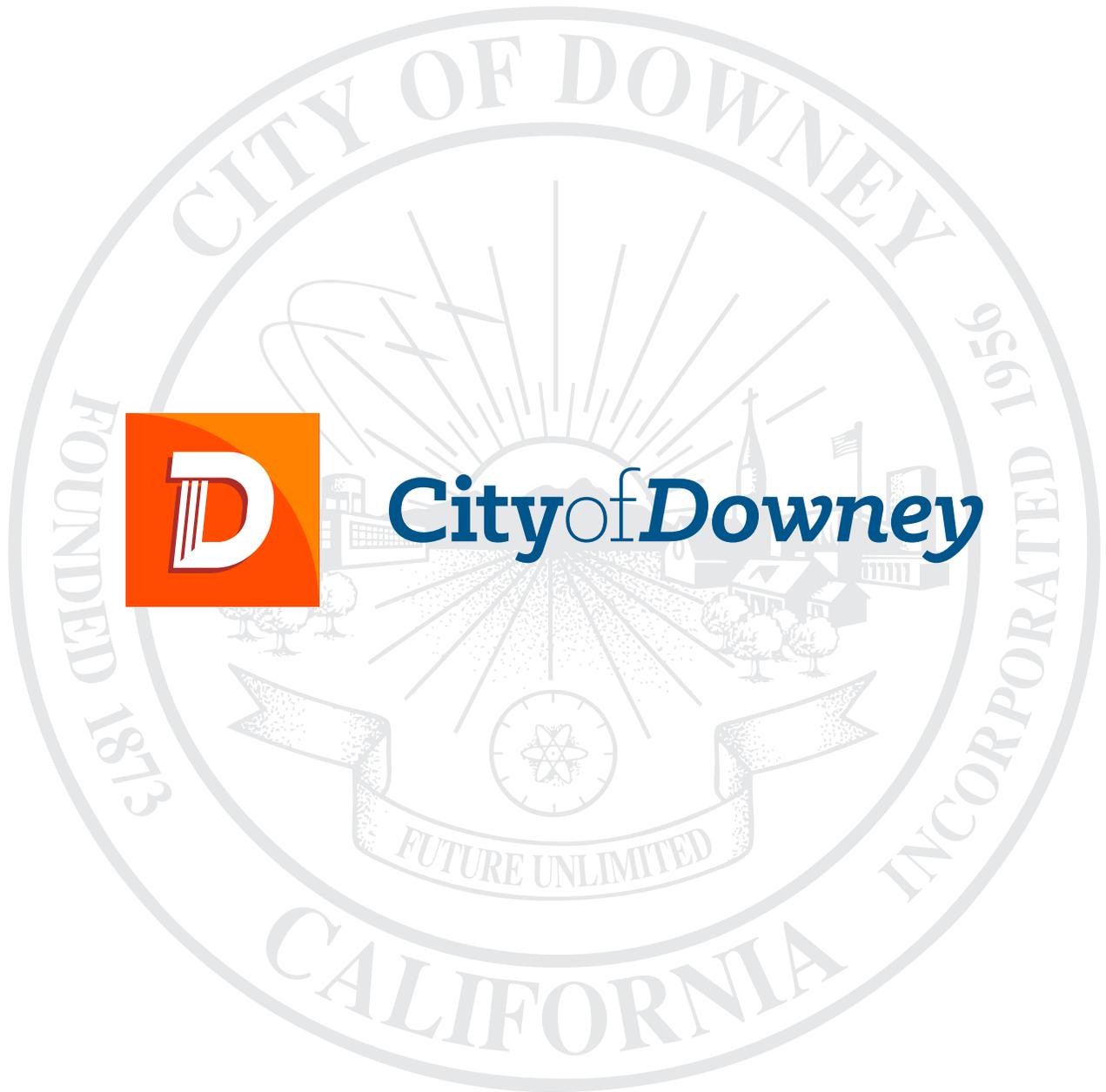


Fiscal Year 2014-2015 Recent Accomplishments & Performance Indicators

	Fiscal Responsibility	Efficiency & Adaptability	Economic Vibrancy	Quality of Life, Infrastructure & Parks	Public Engagement
Expanded Canine Program with the acquisition of two dual purpose police service dogs		x			
Secured Traffic Safety and DUI Enforcement Grant funding in the amount of \$145,000 for traffic enforcement in effort to reduce injury and fatality related traffic collisions	x			x	
Secured a \$20,000 ABC Grant for education and enforcement of alcohol sales regulations	x			x	
Completed installation of Firestone License Plate Reader (LPR) project which was funded through a Homeland Security Grant		x			
Established online access to traffic collision reports through Lexis Nexis		x			x
Expanded Neighborhood Watch Program to 159 groups					x
Reduction in citizen complaints		x			x
Reduction in officer involved traffic collisions	x				
Hired 3 new police officers bringing the Police Department's sworn personnel to full staff		x		x	
Secured a 3 year contract for Jail Services at a cost savings to the City	x				
Secured JAG Grant funding in the amount of \$31,000 for Crime Impact and Neighborhood Preservation special enforcement programs	x			x	
Conducted 48 AB109 compliance checks funded by a \$246,000 AB109 Grant				x	
Hosted monthly Safe School meetings with DUSD administrators and participated in School Resource Officer Program and GOOD meetings in collaboration to provide the safest environment for our students and educators.				x	x

Fiscal Year 2015-2016 Goals & Objectives

	Fiscal Responsibility	Efficiency & Adaptability	Economic Vibrancy	Quality of Life, Infrastructure & Parks	Public Engagement
Expand the Neighborhood Watch Program by adding additional groups					X
Utilize crime mapping to identify crime patterns and better allocate resources		X		X	
Continue to use social media as a means of public engagement					X
Seek grant opportunity to fund essential programs	X				
Continue to address quality of life issues				X	
Maintain public safety through proactive approaches to crime suppression and increased public awareness		X		X	
Provide the highest level of on-going training for all police personnel		X		X	
Maintain staffing levels to ensure no decrease in services		X		X	
Promote school safety through continued and on-going collaborative efforts with our schools		X		X	X
Increase public outreach and accessibility					X



Police

Department Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
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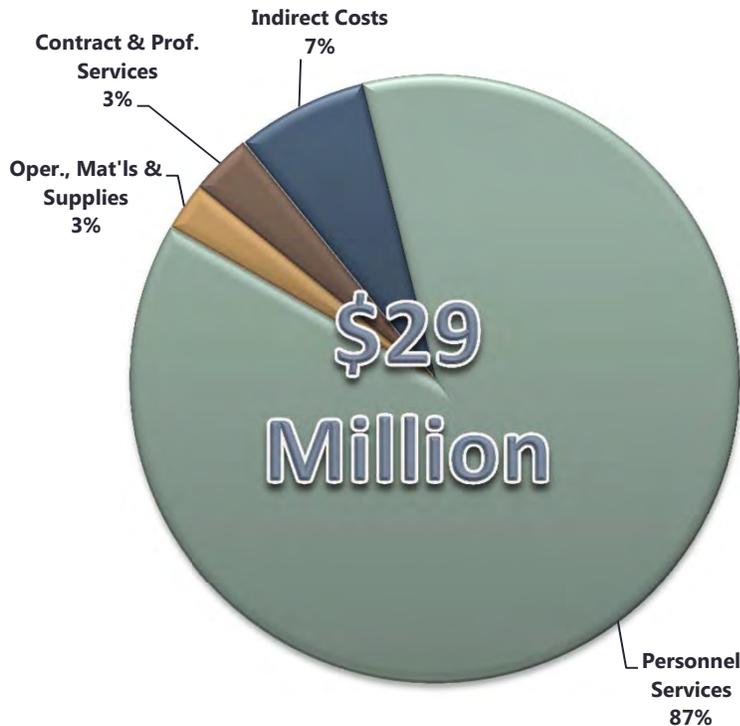
By Type					
Personnel Services	\$ 25,613,616	\$ 24,689,352	\$ 25,296,641	\$ 23,195,540	\$ 25,499,489
Operation Materials & Supplies	720,818	695,036	972,450	586,473	755,950
Contract & Professional Services	739,991	764,888	944,300	667,191	959,800
Indirect Costs	1,592,331	1,535,403	1,220,177	1,141,212	2,024,570
Capital Improvement	-	-	-	-	-
Capital Outlay	333,272	513,475	749,817	899,600	-
Total by Type	\$ 29,000,028	\$ 28,198,154	\$ 29,183,385	\$ 26,490,015	\$ 29,239,809

By Division					
Administration	\$ 6,676,385	\$ 5,323,941	\$ 6,875,437	\$ 5,371,629	\$ 5,520,724
Detectives	6,190,699	6,472,054	6,013,433	5,920,815	6,451,315
Grants	43,885	29,914	-	35,197	-
Patrol / Operations	16,089,059	16,372,246	16,294,515	15,162,374	17,267,770
Total by Division	\$ 29,000,028	\$ 28,198,154	\$ 29,183,385	\$ 26,490,015	\$ 29,239,809

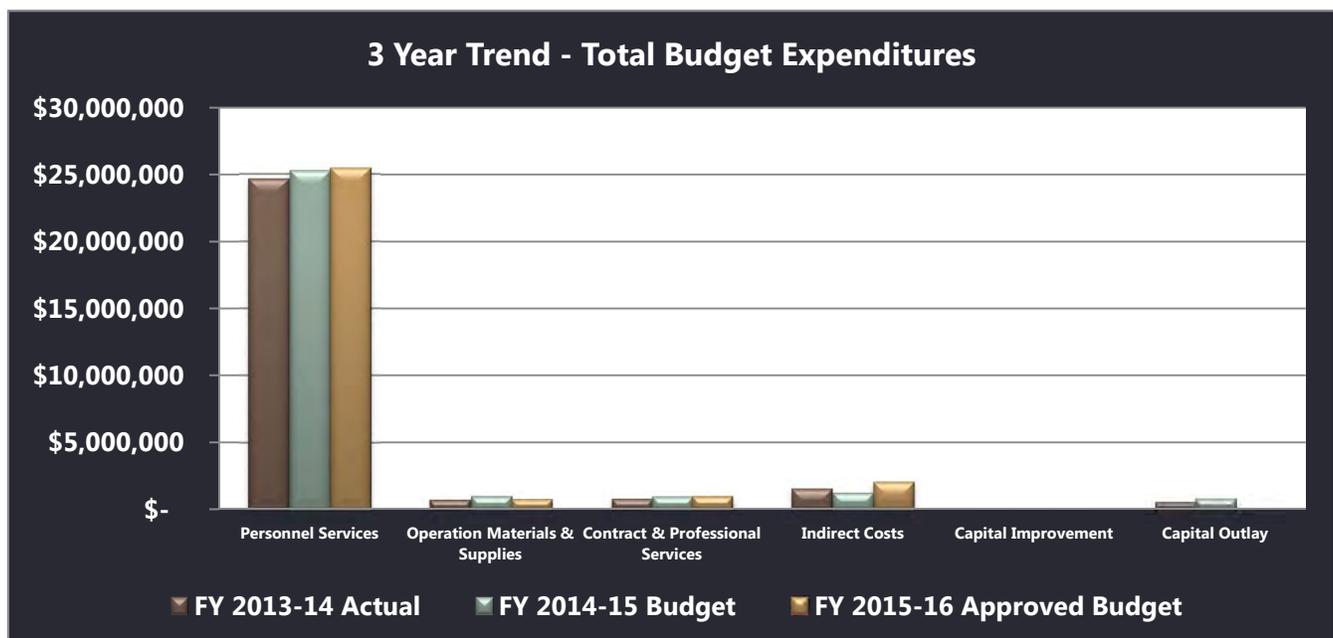
By Fund					
10-General Fund	\$ 26,887,603	\$ 26,875,470	\$ 27,670,978	\$ 25,147,659	\$ 27,795,535
11-Federal Police Grant	43,885	29,914	-	35,197	-
78-Asset Forfeiture	2,068,539	1,292,770	1,512,407	1,307,159	1,444,274
Total by Fund	\$ 29,000,028	\$ 28,198,154	\$ 29,183,385	\$ 26,490,015	\$ 29,239,809

Police Department Summary

Total Budget Expenditures by Category (Excludes Transfers Out)



Personnel Services	\$25.5 M
Oper., Mat'ls & Supplies	\$0.8 M
Contract & Prof. Services	\$1.0 M
Indirect Costs	\$2.0 M



Police

Division Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
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Administration

Personnel Services	\$ 4,421,295	\$ 2,849,007	\$ 3,778,487	\$ 2,699,690	\$ 3,064,054
Operation Materials & Supplies	549,826	527,661	759,100	461,242	554,100
Contract & Professional Services	297,375	314,632	467,000	304,479	482,500
Indirect Costs	1,206,632	1,204,942	1,121,033	1,012,629	1,420,070
Capital Outlay	201,258	427,699	749,817	893,589	-
Total	\$ 6,676,385	\$ 5,323,941	\$ 6,875,437	\$ 5,371,629	\$ 5,520,724

Detectives

Personnel Services	\$ 5,866,578	\$ 6,315,677	\$ 5,882,953	\$ 5,830,167	\$ 6,199,815
Operation Materials & Supplies	75,315	52,484	89,500	62,084	69,500
Contract & Professional Services	3,716	6,709	13,500	6,838	13,500
Indirect Costs	113,076	91,595	27,480	21,727	168,500
Capital Outlay	132,014	5,591	-	-	-
Total	\$ 6,190,699	\$ 6,472,054	\$ 6,013,433	\$ 5,920,815	\$ 6,451,315

Grants

Personnel Services	\$ 43,885	\$ 29,914	\$ -	\$ 29,186	\$ -
Capital Outlay	-	-	-	6,011	-
Total	\$ 43,885	\$ 29,914	\$ -	\$ 35,197	\$ -

Patrol / Operations

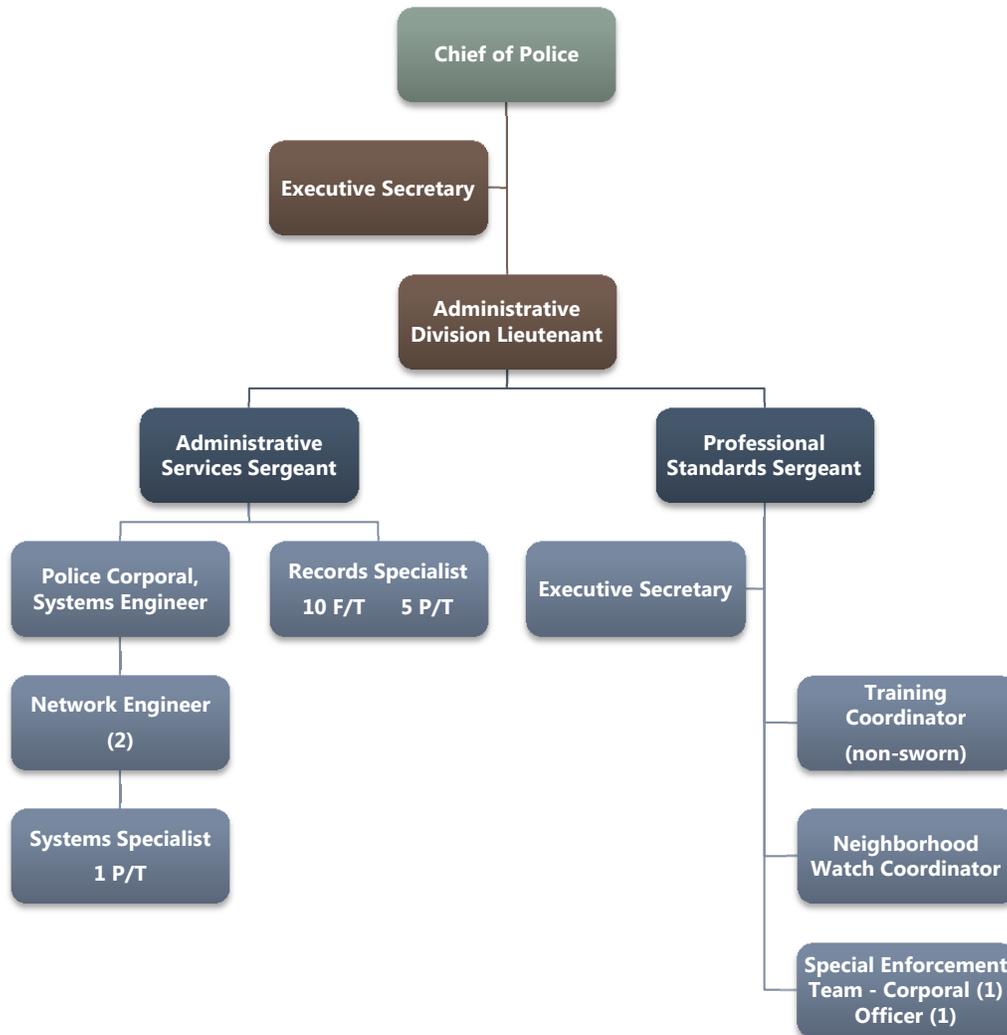
Personnel Services	\$ 15,281,857	\$ 15,494,754	\$ 15,635,201	\$ 14,636,497	\$ 16,235,620
Operation Materials & Supplies	95,678	114,892	123,850	63,148	132,350
Contract & Professional Services	438,900	443,548	463,800	355,874	463,800
Indirect Costs	272,623	238,866	71,664	106,856	436,000
Capital Outlay	-	80,185	-	-	-
Total	\$ 16,089,059	\$ 16,372,246	\$ 16,294,515	\$ 15,162,374	\$ 17,267,770

Police Department	\$ 29,000,028	\$ 28,198,154	\$ 29,183,385	\$ 26,490,015	\$ 29,239,809
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Police

Administration

Organizational Chart



Police

Administration

Division Summary of Full Time Positions

Positions	Actual FY 2012-13	Actual FY 2013-14	Actual FY 2014-15	Approved FY 2015-16
Chief of Police	1	1	1	1
Executive Secretary	1	2	2	2
Neighborhood Watch Coordinator	1	1	1	1
Police Captain	1	0	0	0
Police Corporal	3	3	2	2
Police Lieutenant	1	1	1	1
Police Officer	0	0	1	1
Police Records Specialist I	6	6	6	6
Police Records Specialist II	3	3	3	3
Police Records Supervisor	0	0	0	0
Police Sergeant *	3	3	3	2
Secretary to Chief of Police	1	0	0	0
System/Network Engineer	1	1	1	1
Total Full Time Positions	22	21	21	20

* One of these Sergeant positions is funded through Asset Forfeiture funds and is shown on the Field Operations Organizational Chart.

Police

Administration

Division Description

The Police Administration Division is responsible for the coordination of professional police services for the community; the application and administration of federal and state grants; and the oversight of recruiting, hiring and training for the Department, community relations as well as records management and information systems development and maintenance. This division includes the Professional Standards Unit, Records Unit, Special Enforcement Team, Information Technology, Neighborhood Watch and Neighborhood Preservation.

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Projected FY 2014-15	Planned FY 2015-16
Number of ABC compliance checks completed	25	22	30	30
Number of Neighborhood Watch meetings facilitated	59	58	60	62
Number of Job applicants processed	3302	2259	2800	2000
Number of Background investigations conducted	103	94	80	75
Amount of grant funding awarded	366,257	588,857	529,000 *	500,000 *
Number of hours of training provided	9,276	10,102	9,000	9,000
Attendance at National Neighborhood Night Out Event	-	240	300	300

**These projections may vary significantly based upon varying award amounts*

Police

Administration

Budget Narrative

This year's budget request proposes to continue services at an increased level of funding compared to last year due to an increase in supplies/services costs and an increase in internal charges such as equipment replacement costs and necessary building and technology improvements. Equipment funds are requested for public relations and recruitment materials to expand public awareness programs and to continue recruitment efforts in support of Council's Quality of Life, Infrastructure & Parks and Public Engagement priorities.

When Police Department recruits are in the academy, their personnel costs are attributed to Administration, once graduated and undergoing field training, personnel costs are borne by the Field Operations Division. We are continuing our recruitment efforts to fill upcoming vacancies in order to ensure staffing levels that allow the police department to continue to provide the highest level of service.

Division Budget Summary

Administration

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$4,421,295	\$ 2,849,007	\$ 3,778,487	\$ 2,699,690	\$ 3,064,054
Operation Materials & Supplies	549,826	527,661	759,100	461,242	554,100
Contract & Professional Services	297,375	314,632	467,000	304,479	482,500
Indirect Costs	1,206,632	1,204,942	1,121,033	1,012,629	1,420,070
Capital Outlay	01,258	27,699	49,817	93,589	-
Total	\$6,676,385	\$5,323,941	\$6,875,437	\$5,371,629	\$5,520,724

Grants

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$ 43,885	\$ 29,914	\$ -	\$ 29,186	\$ -
Capital Outlay	-	-	-	6,011	-
Total	\$ 43,885	\$ 29,914	\$ -	\$ 35,197	\$ -

Police

Administration

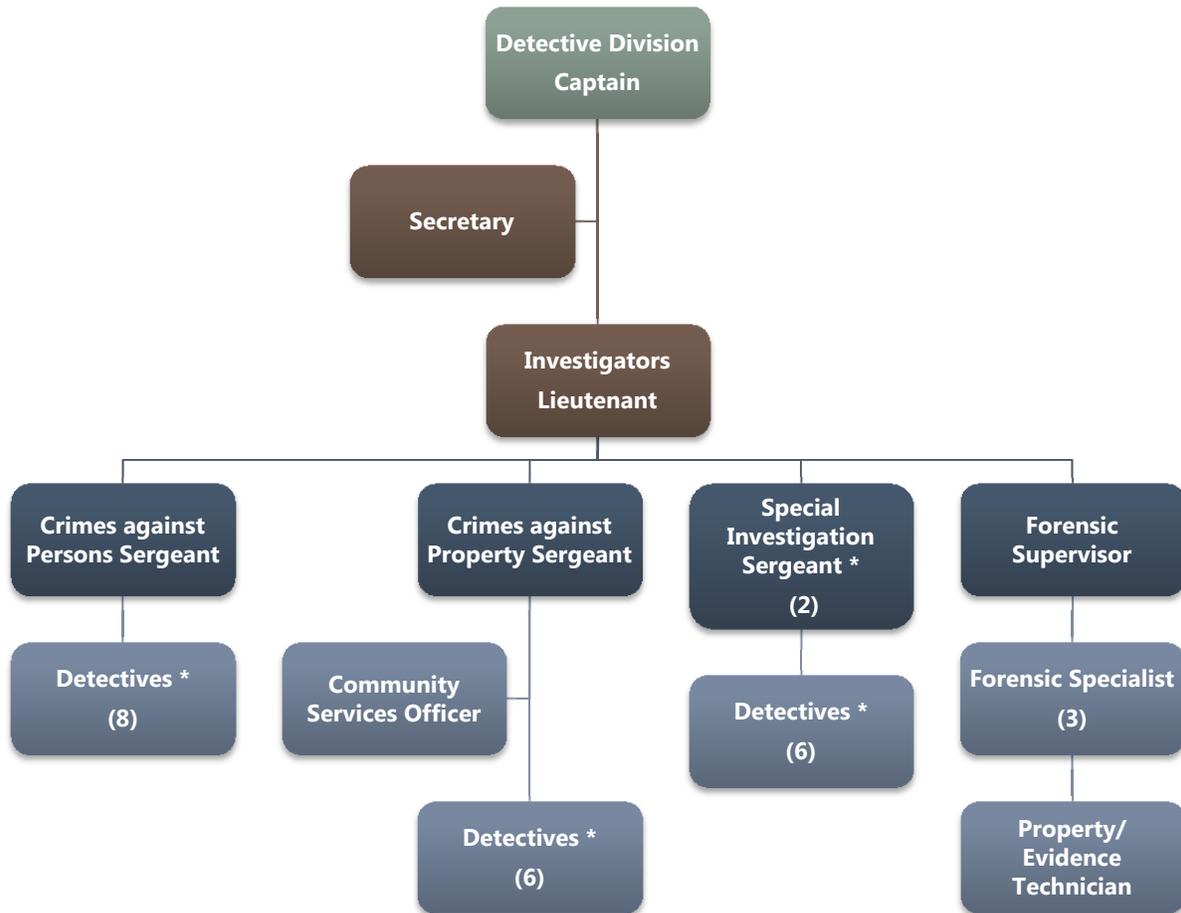
Contractual & Professional Detail

Account	Vendor	Amount
10-2110-0670	Professional and Technical Services Fees	\$4,000
10-2110-0700	Prisoner Meals and Hospital Costs	10,000
	Department of Justice Fees	2,000
	JDIC Fee	6,000
	Rio Hondo Shooting Range Fee	17,000
	LA Jail Cost for City Prisoners	1,000
	Health First Prisoner Blood Draws	1,600
	Dispatch Recorder Maintenance	3,600
	Copier Maintenance	10,900
	Uninterrupted Power Supply Maintenance	3,000
	A/V Services	3,000
	Shred It File Shredding Service	3,400
	Net Motion Maintenance Fee	3,500
	Computer Network/Firewall Maintenance & Misc. Technology Equipment	8,500
	Recruiting Related Expenses	5,000
78-2110-0700	Police Background Checks	5,000
	New World Computer System Annual Maintenance Fees	195,000
	Communications and Patrol Car PC's Maintenance	200,000
Total Detail		\$482,500

Police

Detectors

Organizational Chart



*Rank is carried with the individual officers as they rotate through the department. As of 07/01/2015, the 20 detectives included 16 corporals and 4 officers.

*One sergeant is assigned to a narcotics task force.

Police

Detectives

Division Summary of Full Time Positions

Positions	Actual FY 2012-13	Actual FY 2013-14	Actual FY 2014-15	Approved FY 2015-16
Community Service Officer	1	1	1	1
Forensic Specialist	2	2	3	3
Forensic Supervisor	1	1	1	1
Police Captain	1	1	1	1
Police Corporal	17	16	17	17
Police Lieutenant	1	1	1	1
Police Officer	5	6	3	3
Police Sergeant	4	4	4	4
Property/Evidence Technician	1	1	1	1
Secretary	1	1	1	1
Total Full Time Positions	34	34	33	33

** Of the total number of Detectives, the number of Corporals and Officers will vary as rank is not an operational requirement but instead follows the individual Officers rotation through the department.*

Police

Detectives

Division Description

The Police Detective Division is responsible for investigating crimes against persons and property. Detectives will then present criminal cases for filing at the district attorney's office. Special investigative details include the Gang Unit, which is responsible for investigating all gang related crimes, as well as track and monitor prisoners released under the Public Safety Realignment Program (AB109). The Hi-Tech Crime Unit protects residents of all ages against on-line predators. This unit is also affiliated with the Internet Crimes Against Children Task Force that is committed to arresting those perpetrators responsible for exploiting children via the internet. The Narcotics Unit identifies, investigates, and arrests those persons responsible for both street level narcotics sales as well as large scale narcotic distribution organizations.

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Projected FY 2014-15	Planned FY 2015-16
Number child internet safety presentations	5	2	5	5
Crimes against persons and property training hours for all detective personnel	2,030	1,229	1,100	1,200
Number City-wide narcotics usage and possession arrests	202	292	315	330
Number AB109 compliance checks with local and neighboring law enforcement agencies.	40	46	48	48
Number Touch DNA suspect identification and usage of smart phone technology.	353	74	110	130

Police

Detectives

Budget Narrative

This year's budget request proposes to continue services at a comparable level of funding as compared to last year. During last year's budget shortage, police department asset forfeiture funds, were used to partially fund the department's overtime budget. This year, general funds are being requested to fund the purchase of replacement vehicles, as well as to support necessary events and services in support of the Council's Quality of Life, Parks & Infrastructure and Public Engagement priorities.

Division Budget Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$ 5,866,578	\$ 6,315,677	\$ 5,882,953	\$ 5,830,167	\$ 6,199,815
Operation Materials & Supplies	5,315	52,484	9,500	62,084	69,500
Contract & Professional Services	3,716	6,709	3,500	6,838	13,500
Indirect Costs	113,076	91,595	27,480	21,727	168,500
Capital Outlay	132,014	5,591	-	-	-
Total	\$6,190,699	\$6,472,054	\$6,013,433	\$5,920,815	\$6,451,315

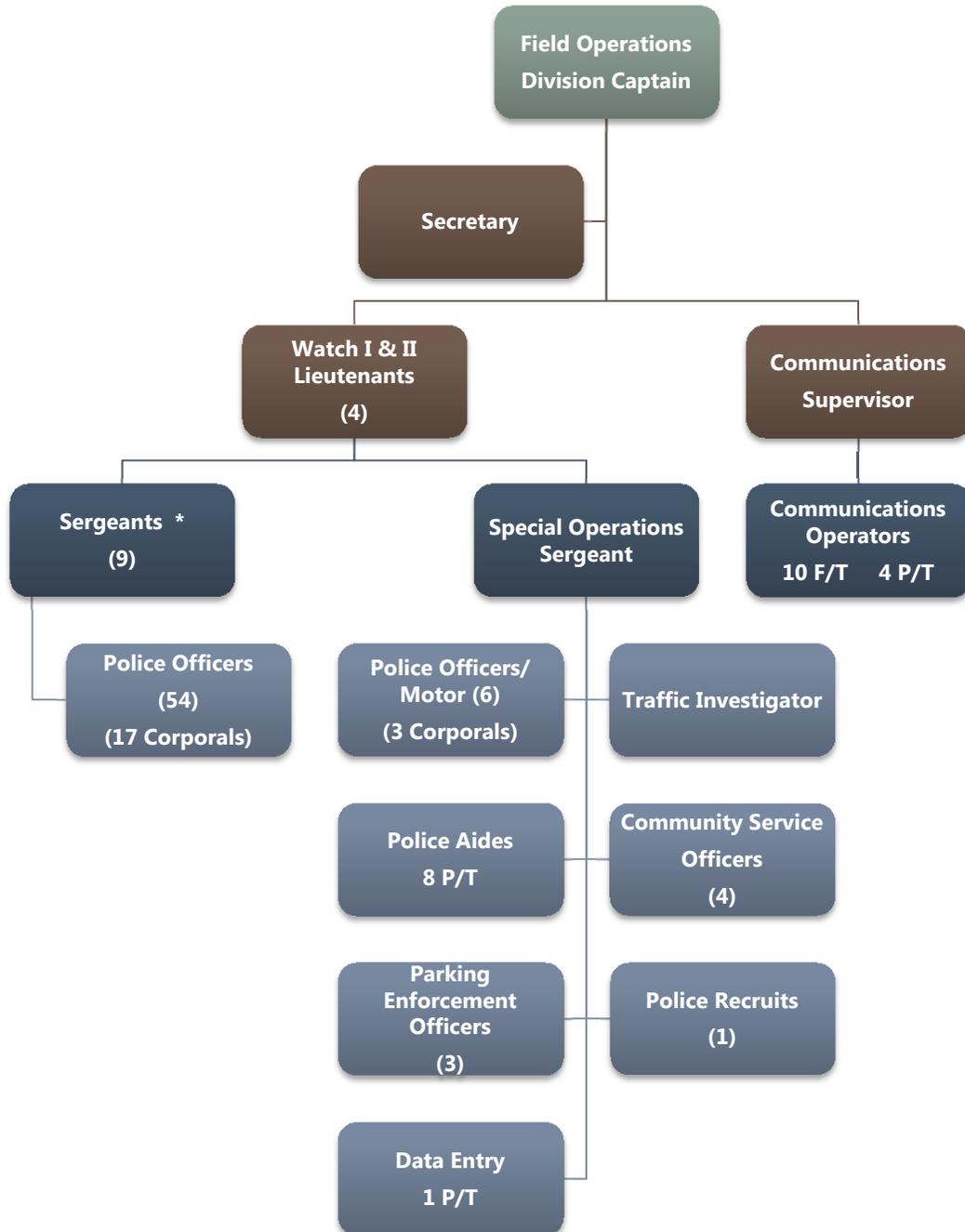
Contractual & Professional Detail

Account	Vendor	Amount
10-2130-0670	Professional and Technical Services Fees	\$1,500
10-2130-0700	Lantern Software Contract	600
	Encase Software Contract	1,850
	Cellebrite Software Contract	3,000
	Time Warner Undercover Internet Contract	3,000
	Miscellaneous	450
	We-Tip Renewal	2,000
	GPS Tracker Contract	1,100
Total Detail		\$13,500

Police

Field Operations

Organizational Chart



* One of these positions is funded through Asset Forfeiture funds through the Administrative Division

Police

Field Operations

Division Summary of Full Time Positions

Positions	Actual FY 2012-13	Actual FY 2013-14	Actual FY 2014-15	Approved FY 2015-16
Community Service Officer (<i>former PA</i>)	4	4	4	4
Communications Supervisor (<i>Senior Communications Operator</i>)	1	1	1	1
Motor Officer *	7	6	6	6
Parking Enforcement Officer	3	3	3	3
Police Assistant	0	0	0	0
Police Captain	1	1	1	1
Police Corporal **	15	17	17	18
Police Lieutenant	4	4	4	4
Police Officer	38	37	38	37
Police Recruit	0	0	2	1
Police Sergeant ***	9	10	9	9
Safety/ Dispatch (<i>Communications Operator</i>)	10	10	10	10
Secretary	1	1	1	1
Total Full Time Positions	93	94	96	95

*Three of these officers currently hold the rank of Corporal

**This figure does not include those Corporals who are Motor Officers

*** An additional Police Sergeant is assigned to Field Operations but funded through Asset Forfeiture (Administration) funds.

Police

Field Operations

Department Description

The Field Operations Division provides 24-hour uniformed services for emergencies, traffic control, preliminary investigation, arrests, and calls for service from the community. The division is dedicated to being responsive to the citizens they serve and working together with the community to address crime and chronic quality of life issues. Field Operations consists of Uniformed Patrol and Special Operations, which includes Traffic, K-9, Communications, Community Service Officers, Data Entry and Police Aides. The division also oversees the Jail, Field Training Officers, Crime Impact Team, Defensive Driving Tactics, Special Response Team, Terrorism Liaison Officers, Honor Guard and Homeless Encampment Detail.

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Projected FY 2014-15	Planned FY 2015-16
Number of reported FBI index crimes	3,861	3,374	3,144	Reduce
Number of sobriety checkpoints conducted	4	4	4	4
Number of DUI arrests at checkpoints	9	12	10	11
Number of citations issued at checkpoints for unlicensed/suspended driver licenses	225	207	250	270
Number of vehicle thefts and burglaries at Rio Hondo Event Center / Golf Course	13	2	6	Reduce
Number of DUI traffic collisions	113	147	120	Reduce

Police

Field Operations

Budget Narrative

This year's budget request proposes to continue services at an increased level of funding compared to last year due to an increase in internal charges such as equipment replacement funds. During last year's budget shortage, police department asset forfeiture funds were used to supplement the department's overtime budget. This year, additional overtime funds have been requested from the general fund to support necessary events and services. General funds are being requested to fund the purchase of patrol vehicles and in-car audio and video recording systems, in support of Council's Quality of Life, Infrastructure & Parks and Efficiency & Adaptability priorities.

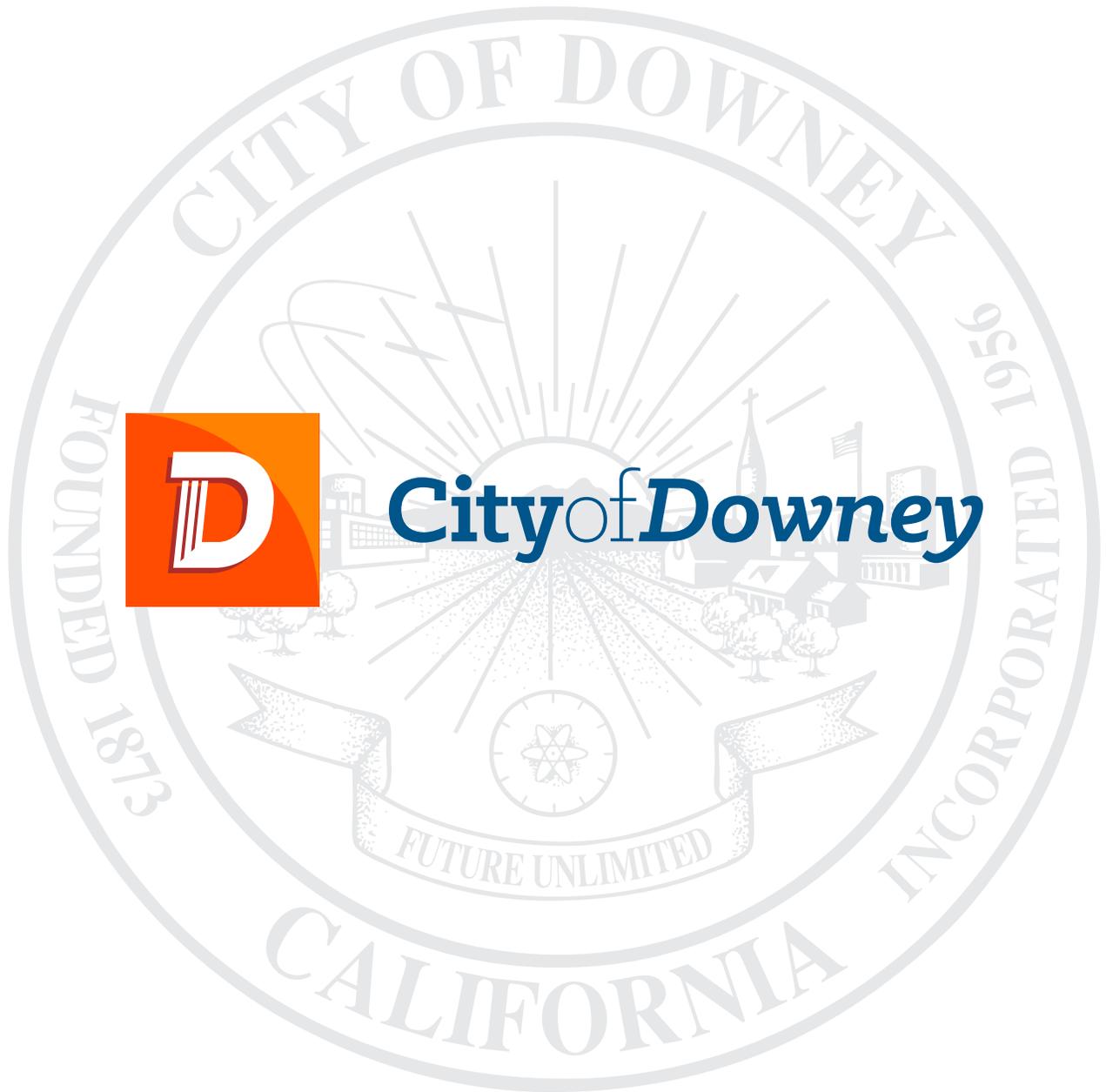
Division Budget Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$ 15,281,857	\$ 15,494,754	\$ 15,635,201	\$ 14,636,497	\$ 16,235,620
Operation Materials & Supplies	95,678	114,892	123,850	63,148	132,350
Contract & Professional Services	38,900	443,548	63,800	55,874	463,800
Indirect Costs	72,623	38,866	71,664	106,856	436,000
Capital Outlay	-	80,185	-	-	-
Total	\$16,089,059	\$16,372,246	\$16,294,515	\$15,162,374	\$17,267,770

Contractual & Professional Detail

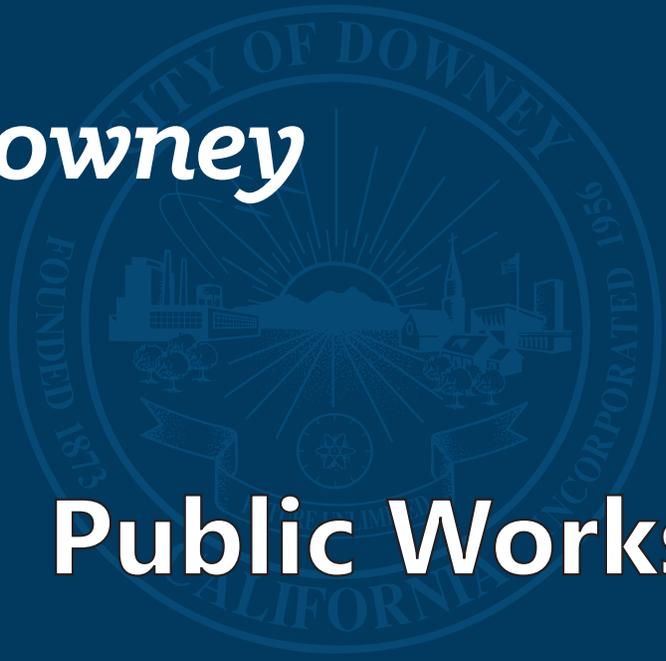
Account	Vendor	Amount
10-2120-0670	Professional and Technical Services Fees	\$800
10-2170-0700	Payment to All City Management Services for Crossing Guard Services	150,000
10-2112-0700	Jail Services Contract *	313,000
Total Detail		\$463,800

*This amount is partially funded using SLESF grant funds which vary in amount from year to year





City of Downey



Public Works

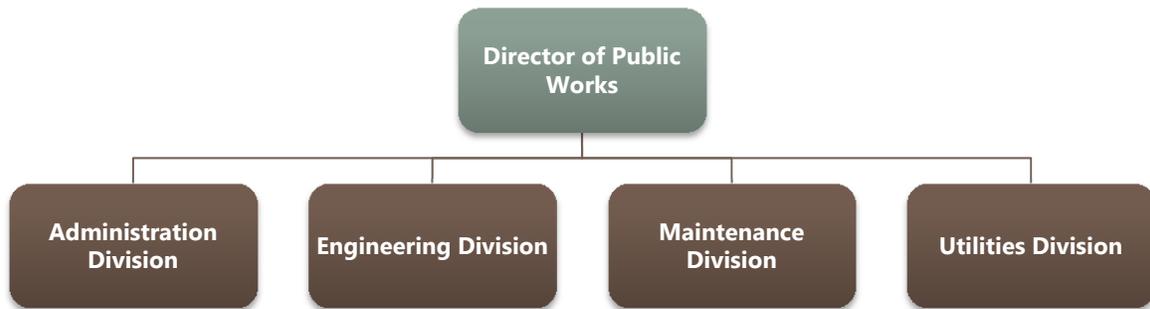
Administration - Engineering
Maintenance - Utilities



Public Works

Department Overview

Organizational Chart

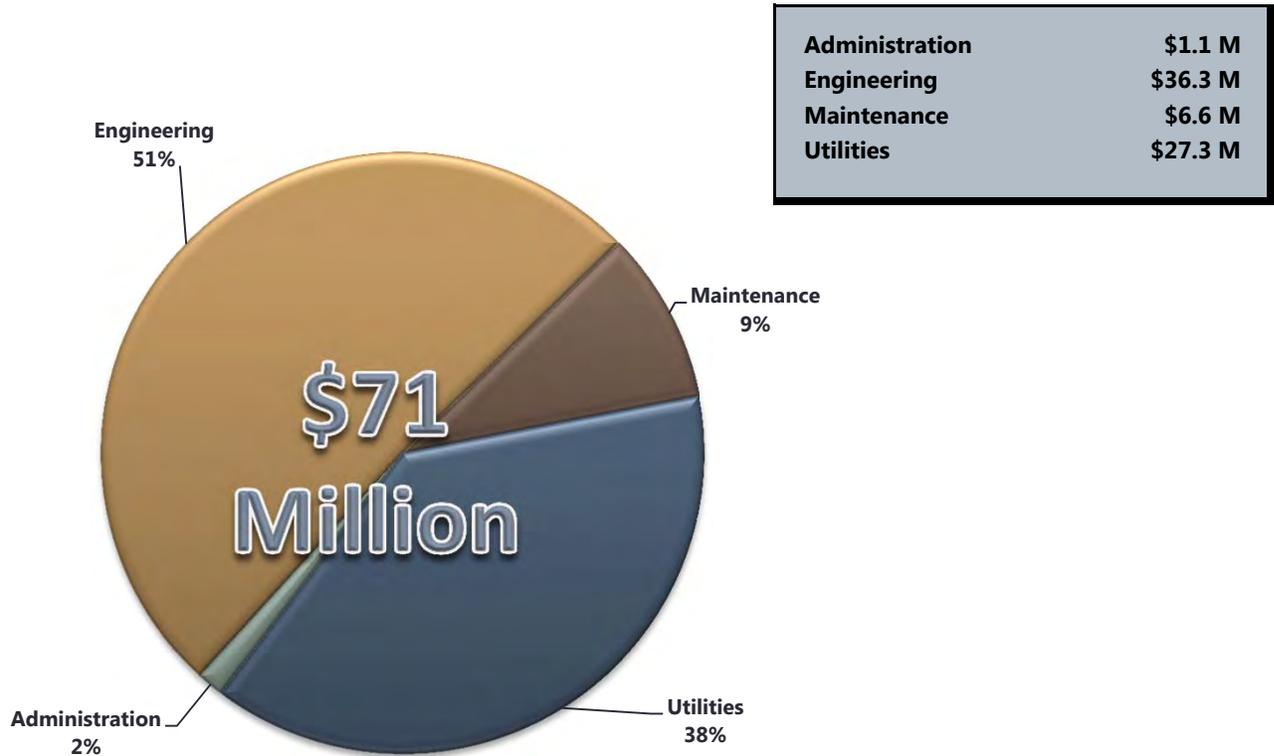


Department Description

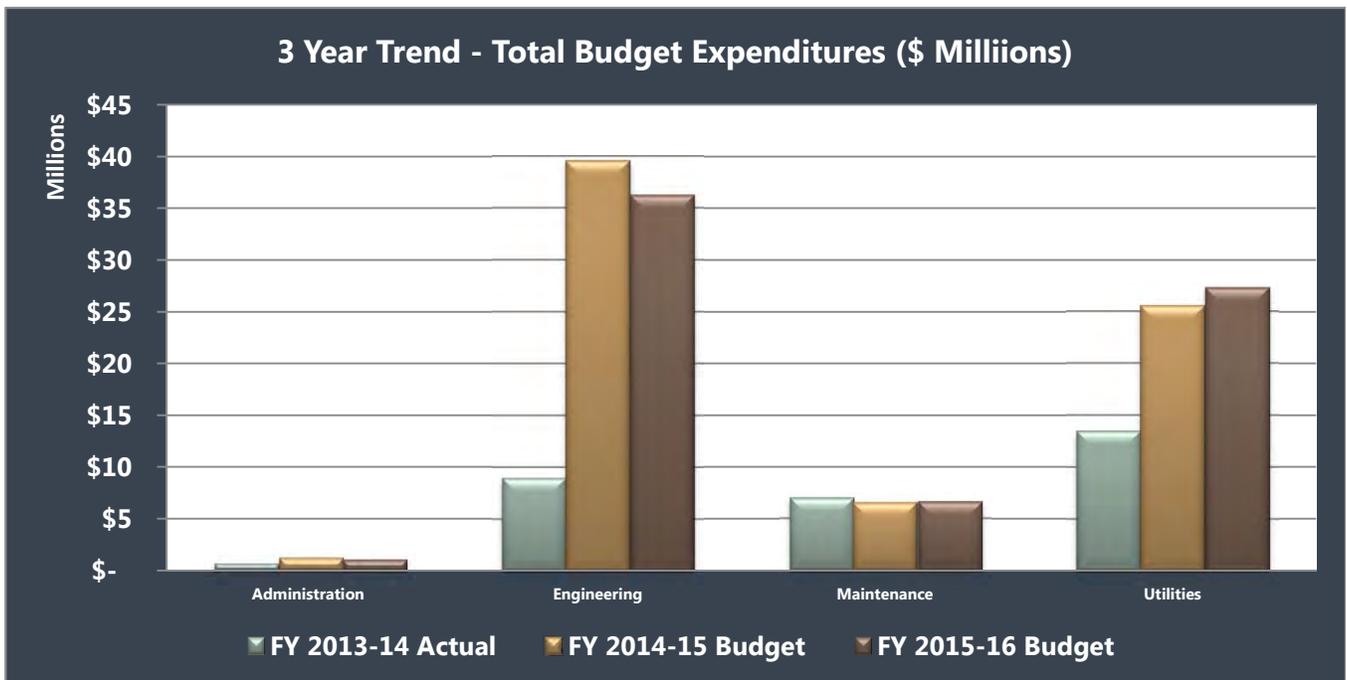
The Public Works Department plans, manages and maintains the City's roadway, water, sewer, drainage, and sidewalk infrastructure; vehicle fleet, public facilities, rights-of-way, urban forest, parks and recreation facilities. Public Works consists of four major divisions: Administration, Engineering, Utilities, and Maintenance Services. Public Works provides essential services to Downey's population of over 111,772 extending over an area of 12.6 square miles. Overall responsibilities of the Department of Public Works include the operation and maintenance of the following: Potable and Recycled Water System, Sanitary Sewer System, Storm Drain System as well as 215 centerline miles of paved streets, 112 acres of parks, 271 vehicles, 11 miles of alleys, 15,540 trees, and 6,200 street lights.

Public Works Department Summary

Total Budget Expenditures by Division



Administration	\$1.1 M
Engineering	\$36.3 M
Maintenance	\$6.6 M
Utilities	\$27.3 M



Public Works

Fiscal Year 2014-2015

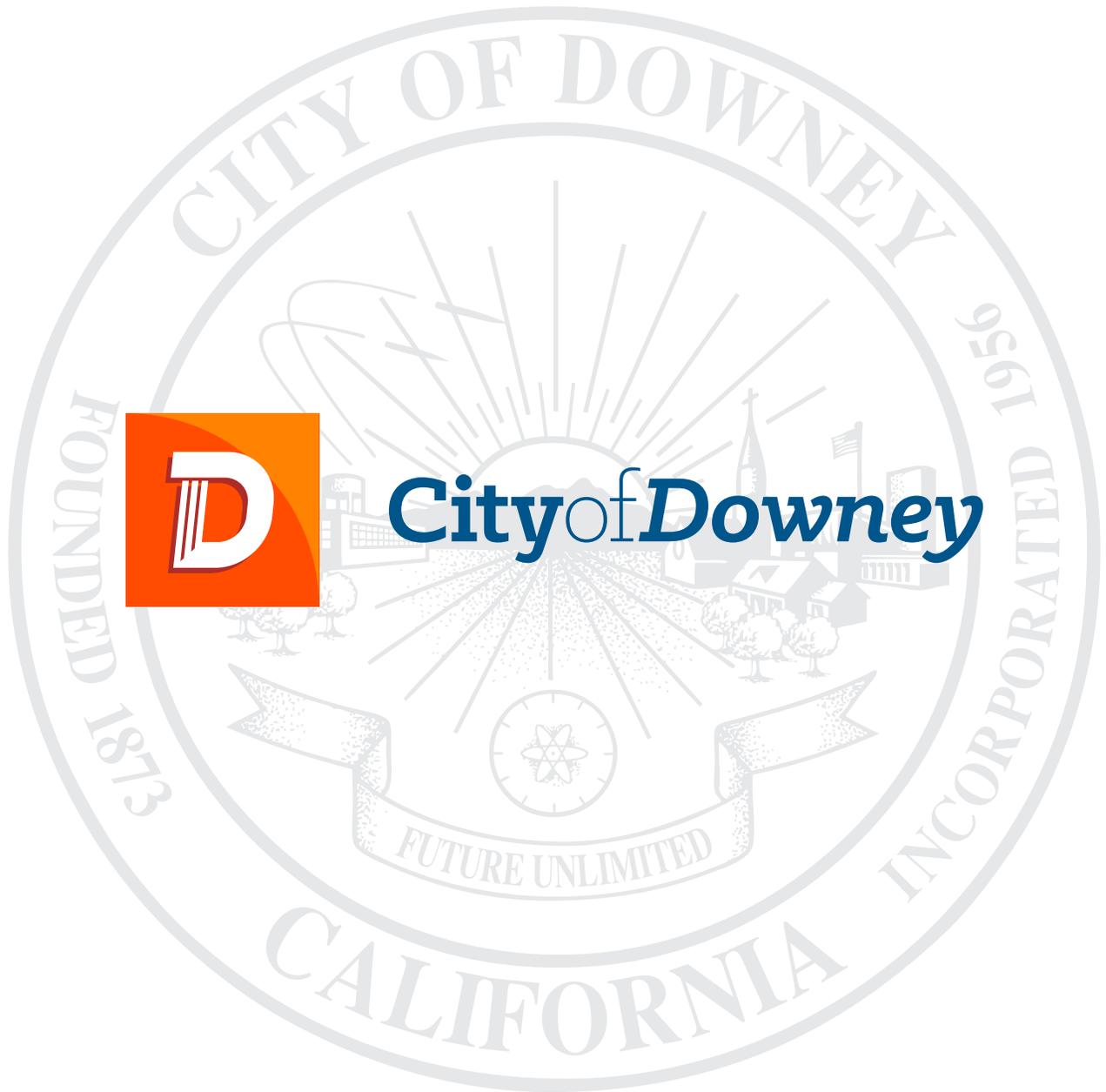
Recent Accomplishments & Performance Indicators

	Fiscal Responsibility	Efficiency & Adaptability	Economic Vibrancy	Quality of Life, Infrastructure & Parks	Public Engagement
Waste Reduction: Provided education and outreach to multi-family residents and commercial businesses on the state mandated commercial recycling regulation through several community outreach events to promote and facilitate recycling				X	X
Street Improvements: <ul style="list-style-type: none"> Completed the following major street and/or intersection improvements to enhance safety and traffic flow: <ul style="list-style-type: none"> Firestone Blvd. from Old River School Rd. to Brookshire Ave. Lakewood Blvd. from Florence Ave. to Gallatin Rd. Completed residential street rehabilitation through resurfacing and slurry sealing at various locations citywide Substantial completion of Firestone Boulevard Bridge Replacement Project at San Gabriel River Replaced street name signs on Firestone Blvd. and Lakewood Blvd. 			X	X	
Park Improvements: <ul style="list-style-type: none"> Constructed walking/jogging trails at Apollo and Furman Parks (Phase I) Installed amenities such as fitness equipment at Furman Park, new picnic tables and trash receptacles citywide, and replaced playgrounds at Rio San Gabriel Park and Temple Parks Resurfaced Independence and Furman Parks' tennis courts 				X	X
Improvements at City Facilities: <ul style="list-style-type: none"> Completed Council Chambers audio visual system upgrade Completed McCaughan Gymnasium floor surfacing and equipment upgrades 				X	
Utility Improvements: Completed Potable and/or Recycled Water System Improvements at the following locations: <ul style="list-style-type: none"> Lakewood Blvd. from Florence Ave. to Gallatin Rd. Firestone Blvd. from Lakewood Blvd. to East City Limit 				X	
Master Plan Development: <ul style="list-style-type: none"> Completed Bicycle Master Plan Completed Energy Action Plan Substantially completed Parks and Open Space Master Plan 	X	X		X	X

Public Works

Fiscal Year 2015-2016 Goals & Objectives

	Fiscal Responsibility	Efficiency & Adaptability	Economic Vibrancy	Quality of Life, Infrastructure & Parks	Public Engagement
Waste Reduction: <ul style="list-style-type: none"> Comply with state AB 939 Recycling and AB 1826 Organics Recycling regulation through outreach and awareness campaign to affected businesses. Expand on the use of volunteers for Keep Downey Beautiful Program 				X	X
Street Improvements: <ul style="list-style-type: none"> Complete the following major street improvements <ul style="list-style-type: none"> Lakewood Blvd. from Gallatin Rd. to Telegraph Rd. Lakewood Blvd. at Telegraph Rd. Intersection Firestone Blvd. and Paramount Blvd. Intersection Firestone Blvd. from Lakewood Blvd. to East City Limit Rehabilitate several residential roadways through resurfacing and slurry sealing Continue implementing the city-wide, multi-year street name sign replacement program Sidewalk and other concrete improvements – Area D 				X	
Park Improvements: <ul style="list-style-type: none"> Replace playground equipment/furnishings at various parks Complete beautification project at Golden Park Begin phase I of the Wilderness park Lake restoration project 				X	X
Improvements at City Facilities: Begin implementation of citywide energy efficiency improvements as recommended by the City-adopted Energy Action Plan			X	X	
Utility Improvements: <ul style="list-style-type: none"> Complete drilling of two new groundwater wells Continue rehabilitation of critical water/sewer infrastructure: wells, valve exercising and replacement, water services/meters, hydrants, maintain 65-70 miles/yr of sewer main flushing, sewer manhole odor and insect control Implement energy efficiency enhancements to water infrastructure 	X	X		X	
Master Plans: <ul style="list-style-type: none"> Complete Parks and Open Space Master Plan Seek grant funding opportunities to implement Bicycle Master Plan recommendations 	X			X	



Public Works

Department Summary

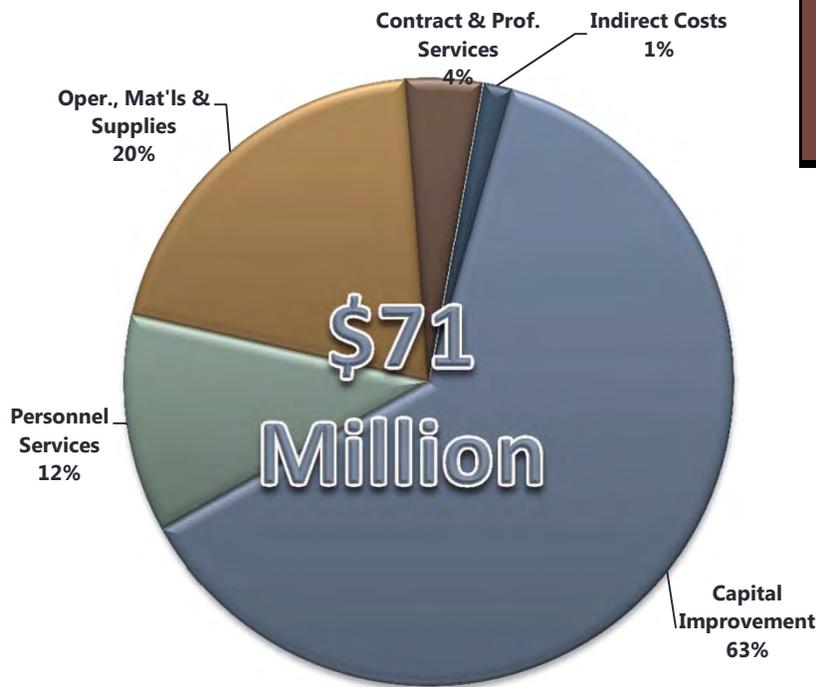
Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
By Type					
Personnel Services	\$ 5,888,790	\$ 6,286,515	\$ 7,996,323	\$ 6,094,877	\$ 8,283,473
Operation Materials & Supplies	13,346,497	14,132,725	13,767,265	10,354,435	14,395,223
Contract & Professional Services	251,143	1,703,752	2,987,170	1,807,377	2,893,900
Indirect Costs	945,505	1,483,864	1,228,219	800,016	1,099,917
Capital Improvement	5,409,517	6,515,326	46,800,570	15,144,741	44,592,559
Capital Outlay	157,017	31,368	192,322	89,264	-
Total by Type	\$ 25,998,468	\$ 30,153,549	\$ 72,971,869	\$ 34,290,710	\$ 71,265,072

By Division					
Administration	\$ 631,609	\$ 686,253	\$ 1,225,829	\$ 961,353	\$ 1,052,580
Engineering	7,747,854	8,994,105	39,610,694	14,892,055	36,286,927
Maintenance	6,554,877	6,976,765	6,535,447	5,309,511	6,621,503
Utilities	11,064,129	13,496,427	25,599,899	13,127,792	27,304,062
Total by Division	\$ 25,998,468	\$ 30,153,549	\$ 72,971,869	\$ 34,290,710	\$ 71,265,072

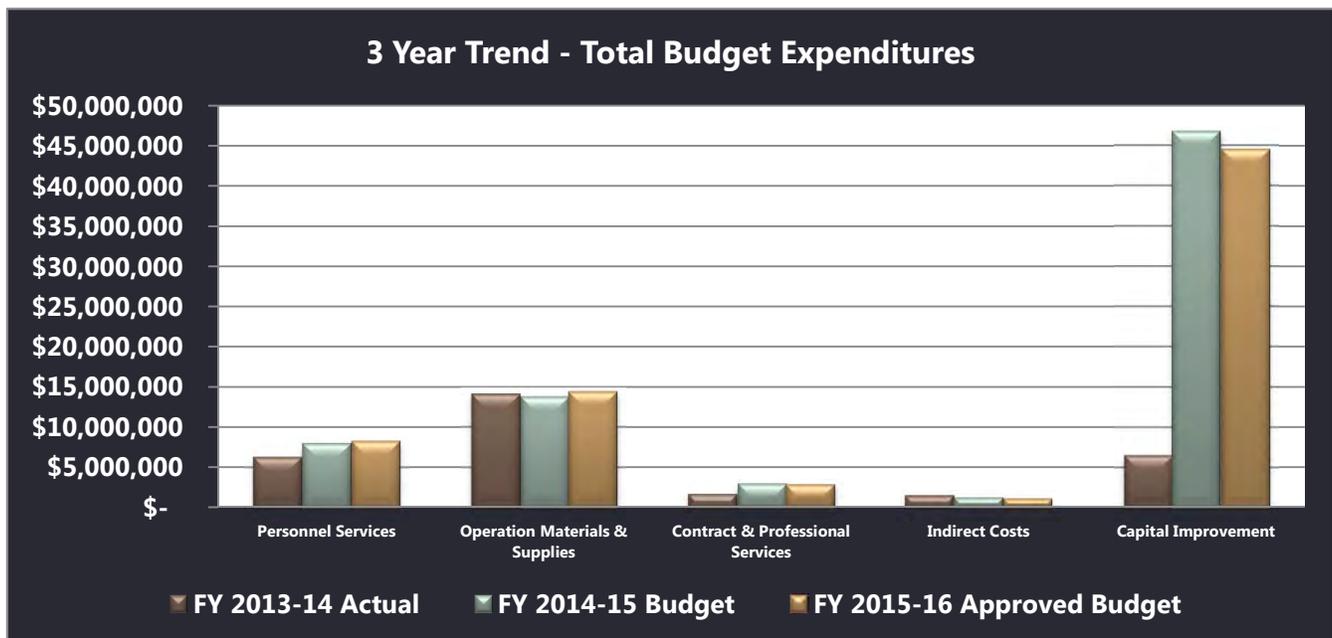
By Fund					
10-General Fund	\$ 4,183,433	\$ 4,768,329	\$ 5,913,114	\$ 4,398,225	\$ 5,642,860
20-Waste Management	489,804	477,315	581,436	512,173	638,754
22-Air Quality	138,094	115,024	117,726	107,869	159,384
23-Street Lighting	1,722,880	1,908,949	1,818,887	1,337,576	2,029,316
24-Learning Center	102,716	125,966	135,250	100,372	118,800
25-TDA Article III	165,350	107,322	114,715	43,394	70,000
26-Gas Tax	2,460,998	4,915,352	22,888,464	5,619,809	22,081,259
28-CDBG	494,889	(43,870)	-	-	-
36-Firestone	285,266	569,061	1,813,798	2,037,768	-
40-Capital Projects	1,011,883	727,957	4,179,750	2,247,413	4,215,900
51-Water Fund	9,701,044	11,826,818	21,729,603	12,156,628	23,201,942
52-Golf Course Fund	(74,591)	-	-	-	-
54-Transit "Prop C"	814,288	8,056	2,901,648	1,984,626	3,486,408
55-Transit "Prop A"	153,393	140,372	266,051	176,452	306,364
56-Transit "Prop B"	137,537	22,523	3,422,157	734,569	2,944,006
62-Equipment Replacement Fund	1,727,307	1,607,463	651,706	395,940	628,861
65-Civic Center	1,038,310	1,104,626	1,161,762	1,139,228	1,297,787
72-Sewer & Storm Drain	1,445,868	1,772,288	4,465,802	1,298,668	4,443,431
78-Asset Forfeiture	-	-	810,000	-	-
Total by Fund	\$ 25,998,468	\$ 30,153,549	\$ 72,971,869	\$ 34,290,710	\$ 71,265,072

Public Works Department Summary

Total Budget Expenditures by Category (Excludes Transfers Out)



Personnel Services	\$8.3 M
Oper., Mat'ls & Supplies	\$14.4 M
Contract & Prof. Services	\$2.9 M
Indirect Costs	\$1.1 M
Capital Improvement	\$44.6 M



Public Works

Division Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
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Administration

Personnel Services	\$ 227,359	\$ 296,520	\$ 456,868	\$ 397,163	\$ 459,066
Operation Materials & Supplies	91,317	45,163	127,937	81,517	137,058
Contract & Professional Services	18,904	44,114	348,400	216,004	167,200
Indirect Costs	294,029	300,456	292,624	266,669	289,256
Total	\$ 631,609	\$ 686,253	\$ 1,225,829	\$ 961,353	\$ 1,052,580

Engineering

Personnel Services	\$ 829,159	\$ 804,438	\$ 1,144,352	\$ 614,068	\$ 1,115,588
Operation Materials & Supplies	1,363,151	1,424,957	1,266,020	1,206,419	1,361,325
Contract & Professional Services	334,999	470,389	530,970	230,323	539,700
Indirect Costs	82,421	91,655	81,925	73,514	77,755
Capital Improvement	5,138,124	6,202,666	36,587,427	12,767,730	33,192,559
Total	\$ 7,747,854	\$ 8,994,105	\$ 39,610,694	\$ 14,892,055	\$ 36,286,927

Maintenance

Personnel Services	\$ 2,194,049	\$ 2,375,668	\$ 2,997,454	\$ 2,364,725	\$ 3,125,535
Operation Materials & Supplies	4,049,896	4,053,598	3,123,008	2,665,045	3,088,468
Contract & Professional Services	124,627	117,614	251,800	194,609	317,000
Indirect Costs	186,306	409,400	159,185	81,028	50,500
Capital Improvement	-	20,485	-	-	40,000
Capital Outlay	-	-	4,000	4,104	-
Total	\$ 6,554,877	\$ 6,976,765	\$ 6,535,447	\$ 5,309,511	\$ 6,621,503

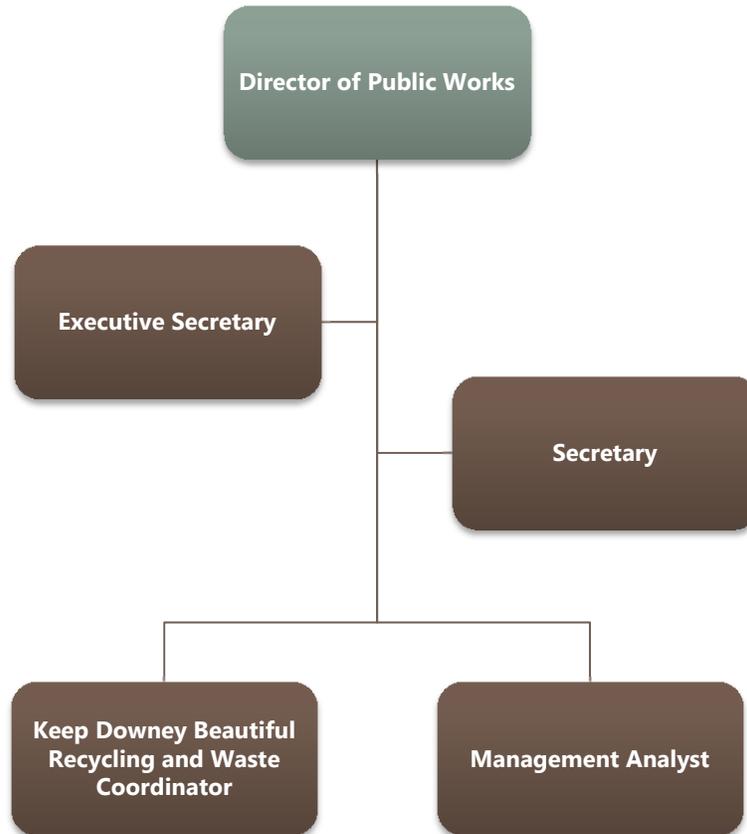
Public Works Division Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Utilities					
Personnel Services	\$ 2,638,223	\$ 2,809,888	\$ 3,397,649	\$ 2,718,920	\$ 3,583,284
Operation Materials & Supplies	7,842,133	8,609,007	9,250,300	6,401,455	9,808,372
Contract & Professional Services	(227,386)	1,071,636	1,856,000	1,166,440	1,870,000
Indirect Costs	382,749	682,353	694,485	378,805	682,406
Capital Improvement	271,393	292,175	10,213,143	2,377,011	11,360,000
Capital Outlay	157,017	31,368	188,322	85,160	-
Total	\$ 11,064,129	\$ 13,496,427	\$ 25,599,899	\$ 13,127,792	\$ 27,304,062
Public Works Department	\$ 25,998,468	\$ 30,153,549	\$ 72,971,869	\$ 34,290,710	\$ 71,265,072

Public Works

Administration

Organizational Chart



Division Summary of Full Time Positions

Positions	Actual FY 2012-13	Actual FY 2013-14	Actual FY 2014-15	Approved FY 2015-16
Director of Public Works	0	1	1	1
Executive Secretary	1	1	1	1
Secretary	1	1	1	1
Keep Downey Beautiful Coordinator	1	1	1	0
Keep Downey Beautiful Recycling and Waste Coordinator*	0	0	0	1
Integrated Waste Coordinator	1	0	0	0
Management Analyst	0	1	1	1
Total Full Time Positions	4	5	5	5

Public Works

Administration

Division Description

The Administration division of the Public Works Department is responsible for management and oversight of the remaining four divisions (Utilities, Maintenance, Engineering, and Construction Management), as well as administration of the department's public education programs; coordination of the department's outreach and community volunteer programs; compliance with AB 939 recycling and AB 1826 organic recycling regulations litter abatement, and storm water runoff requirements and city beautification. The division also seeks grant funding opportunities to assist in implementing capital improvement projects. In addition, it oversees grant applications and manages awarded grant funds pertinent to the Public Works Department.

The Public Works Administration Division ensures that the City Council's adopted priorities of fiscal responsibility, efficiency and adaptability are implemented in the course of achieving the Council's other priorities of improving quality of life and neighborhood and infrastructure improvement. These are the foundation of the Public Works Department Strategic Plan.

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Projected FY 2014-15	Planned FY 2015-16
Recycle ad contest <i>13 schools in Downey</i>	Open to all 5th graders	Open to all 5th graders	Open to all 5th graders	Open to all 5th graders
Compliance with solid waste diversion from landfills	Met goals	Met goals	Exceed goals	Exceed goals
Increase community volunteerism	>10%	>10%	>10%	>15%
Conducted the Solid Waste Collection Services Rate Study	Annual	Annual	Annual	Annual
Regional smart gardening information center and workshops	3	3	3	3
Stormwater pollution prevention educational programs to Downey 5 th grade students	9 schools 913 youth	Presentations to 2000 students	Presentations to 2000 students	Presentations to 2000 students
Stormwater pollution prevention awareness events	9	9	9	11
Number of grant applications submitted	N/A	N/A	4	4
Number of grant-funded projects managed	N/A	N/A	13	35

Public Works

Administration

Budget Narrative

To fulfill the Council's quality of life and infrastructure priorities, this year's budget supports the daily operations of the Public Works Department and its divisions (Utilities, Maintenance Services, Engineering, and Construction Management). Key budget items include personnel and operational services that provide management and support to the department and its divisions. Staff responsibilities also include responding to public inquiries in a timely manner and providing optimal customer service.

Division Budget Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$227,359	\$296,520	\$456,868	\$397,163	\$459,066
Operation Materials & Supplies	91,317	45,163	127,937	81,517	137,058
Contract & Professional Services	18,904	44,114	348,400	216,004	167,200
Indirect Costs	294,029	300,456	292,624	266,669	289,256
Total	\$ 631,609	\$ 686,253	\$1,225,829	\$ 961,353	\$1,052,580

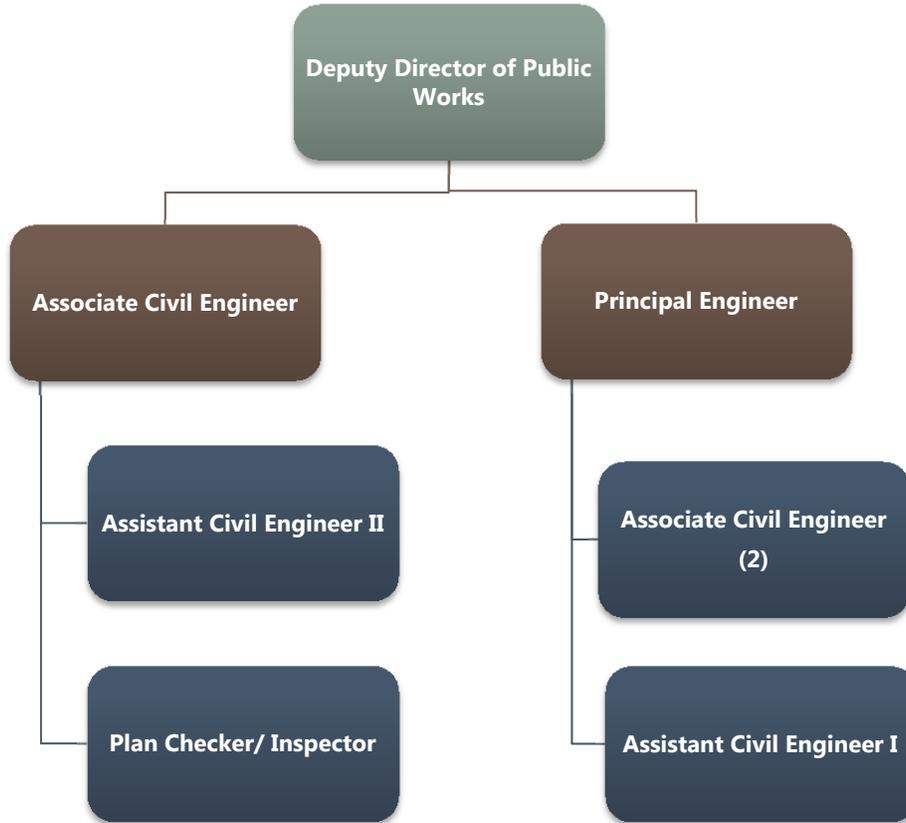
Contractual & Professional Detail

Account	Vendor	Amount
10-3105-0700	Miscellaneous General Contractual Services	\$105,200
20-3115-0670	R3 Consulting Group, Inc. – General Professional Services	20,000
20-3115-0700	Miscellaneous General Contractual Services	20,000
20-3118-0700	KJ Services Environmental Consulting – Used oil recycling technical services and education	17,000
20-3119-0700	Miscellaneous General Contractual Services	5,000
Total Detail		\$167,200

Public Works

Engineering

Organizational Chart



Division Summary of Full Time Positions

Positions	Actual FY 2012-13	Actual FY 2013-14	Actual FY 2014-15	Approved FY 2015-16
Deputy Dir. of Public Works	1	1	1	1
Assistant Civil Engineer II	1	1	1	1
Associate Civil Engineer	3	3	3	3
Plan Checker/Inspector	1	1	1	1
Senior Civil Engineer	1	1	1	0
Principal Engineer	0	0	0	1
Assistant Civil Engineer I	0	1	1	1
Total Full Time Positions	7	8	8	8

Public Works

Engineering

Division Description

The Engineering Division is responsible for the planning, design and construction management of City's Public Works projects, both Capital Improvement and miscellaneous projects,. Additionally, this division reviews and oversees public improvements in connection with private developments for compliance with adopted codes, regulations and engineering standards, and subdivision processing. Traffic engineering is another component of the division, which includes maintenance and upgrade of the City's traffic signals and other traffic control devices as well as street lighting systems.

The Engineering Division also represents the City's interests through the I-5 Joint Powers Authority (JPA) for the proposed widening of the I-5 Freeway and through the Gateway Cities Council of Governments on several regional transportation issues which also affect the City, such as the I-605 Freeway Congestion Hot Spots Study, the I-710 Freeway Expansion Project and the Gateway Cities Strategic Transportation Plan. In addition, the Engineering Division provides administration of federal, state and county gasoline and transportation sales tax local return funds.

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Actual FY 2014-15	Planned FY 2015-16
Number of CIP projects completed	9	10	13	24
CIP and other Public Works projects completed or proposed (\$)	\$6,900,000	\$4,007,000	\$10,000,000	\$16,000,000
Number of plan checks completed	363	663	950	950
Number or permits issued	260	890	750	900
Number of service requests completed	67	209	757	150

Public Works

Engineering

Budget Narrative

The total number of positions that existed in FY 2014-15 will remain in FY 2015-16. Operationally, there are anticipated increases in costs for proposed laserfiche services and project management software. In addition, the division anticipates cost increases due to the use of architectural and engineering consultant services for various public improvement projects. The division will also maintain temporary personnel services, for engineering interns on a part-time basis.

Division Budget Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$ 829,159	\$ 804,438	\$ 1,144,352	\$ 614,068	\$ 1,115,588
Operation Materials & Supplies	1,363,151	1,424,957	1,266,020	1,206,419	1,361,325
Contract & Professional Services	334,999	470,389	530,970	230,323	539,700
Indirect Costs	82,421	91,655	81,925	73,514	77,755
Capital Improvement	5,138,124	6,202,666	36,587,427	12,767,730	33,192,559
Total	\$7,747,854	\$8,994,105	\$39,610,694	\$14,892,055	\$36,286,927

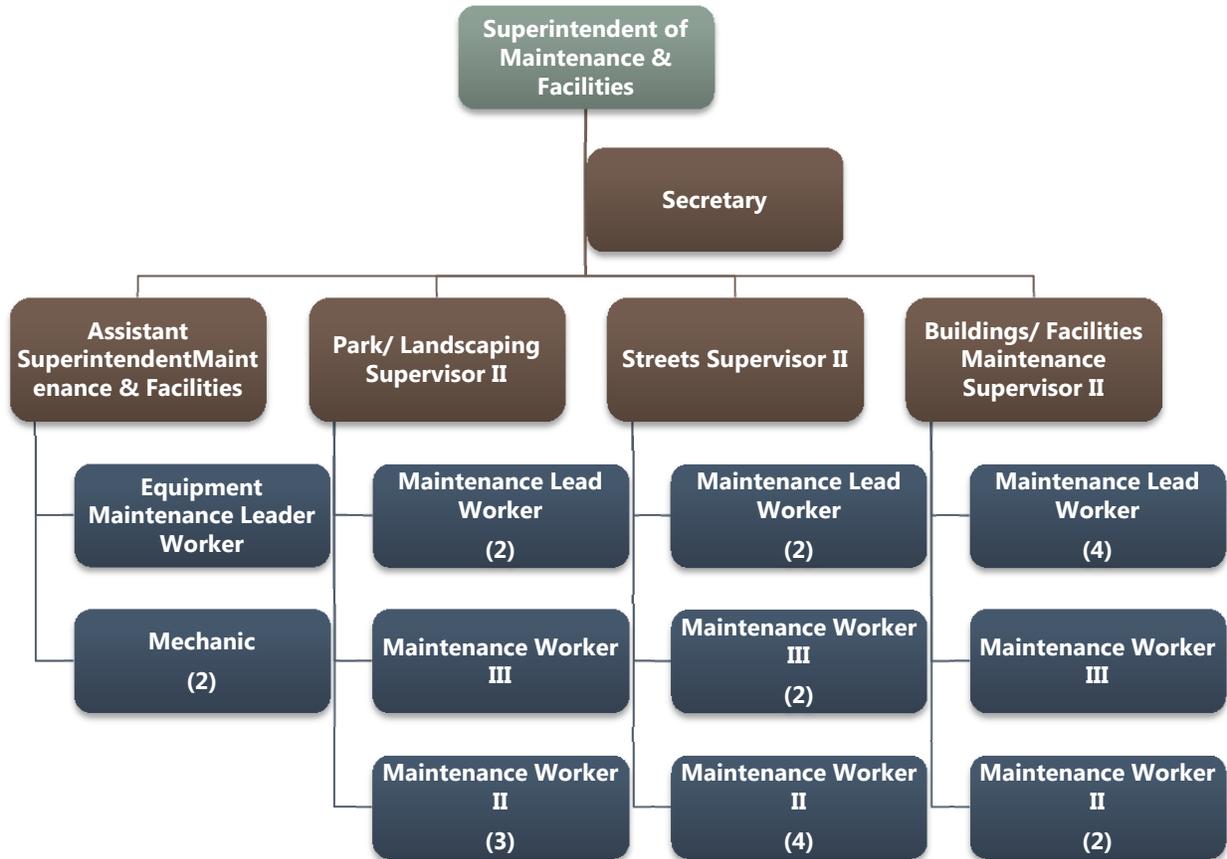
Contractual & Professional Detail

Account	Vendor	Amount
10-4-3180-0670	Miscellaneous Consultant Services	\$15,500
10-4-3180-0700	Miscellaneous Contract Services	14,200
23-4-5511-0670	Professional and Tech Services Fee	7,500
23-4-5512-0670	Professional and Tech Services Fee	2,500
23-4-5517-0700	Trimming Land Co. - Tree Trimming (Rights of Way, Park & Grounds)	500,000
Total Detail		\$539,700

Public Works

Maintenance

Organizational Chart



Public Works

Division Summary of Full Time Positions

Positions	Actual FY 2012- 13	Actual FY 2013-14	Actual FY 2014-15	Approved FY 2015-16
Superintendent, Facilities & Maintenance	0	1	1	1
Equipment Maintenance Supervisor	1	1	1	0
Assistant Superintendent, Facilities & Maintenance*	0	0	0	1
Equipment Maint. Lead worker	1	1	1	1
Maintenance Lead Worker	7	8	8	8
Maintenance Worker II	12	13	13	9
Maintenance Worker III	0	0	0	4
Mechanic	2	2	2	2
Public Works Supervisor II	3	3	3	3
Public Works Technician	1	0	0	0
Secretary	0	1	1	1
Total Full Time Positions	27	30	30	30

Public Works

Maintenance

Division Description

The Maintenance division is responsible for maintaining and repairing of 215 miles of streets and landscaping, 112 acres of parks (12 parks), 31 public facilities/buildings and for maintenance of the City's vehicle fleet. Traffic striping, pavement markings and signage; Downey Cemetery burial and niche wall interments; and seasonal renovation and layout of the athletic fields are also handled in this division. Maintenance Staff perform skilled carpentry, drywall, painting, and minor plumbing and electrical work in association with repair, remodeling, renovation and minor improvement projects at all City facilities including the Barbara J. Riley Community Center, the Gary P. McCaughan Gym; the Columbia Memorial Space Center, the Rio Hondo Golf Course, the Downey Depot Transit Center; and City Hall, Police Station, Library and Theatre. Additionally, the Fleet Maintenance Section of this division provides for maintenance of the City's entire fleet of vehicles and motorized equipment (except the Downey Fire Department); manages fuel dispensing facilities and hazardous material disposal; and handles equipment disposition for public auction.

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Actual FY 2014-15	Planned FY 2015-16
Number of capital projects completed	11	11	8	9
Projects completed and proposed (\$)	1,702,352	178,624	\$580,000	\$913,000
Square feet (Sq. ft.) graffiti removed	679,520	626,827	650,000	650,000
Number of trees trimmed by staff	268	502	400	400
Number of trees trimmed by contractor	5,560	7,667	5,000	8,000
Number of trees planted	52	204	300	350
Number of potholes filled	2,036	2,315	1,400	2,000
Vehicle Maintenance and Repair Work Orders	1,723	1,296	1,500	1,500
Tons of asphalt placed in streets and alleys	350	375	300	400
Streets & alleyways patched (sq. ft.)	58,424	81,706	63,000	70,000
Street signs replaced or repaired	2,196	2,538	2,500	2,500
Landscaped area treated for weeds (sq. ft.)	490,050	642,510	500,000	550,000
Street lights repaired or replaced	299	420	380	350
Street striping (no. of lineal feet)	35,473	29,751	29,000	29,000

Public Works

Maintenance

Budget Narrative

In keeping with the Council's Priority for Quality of Life, Infrastructure and Parks, the Public Works Maintenance Division budget includes staff development programs; cost-effective support of the City's Capital Improvement Program and other City departments; and consolidation of the City's hazardous waste disposal costs for all City departments.

The budget includes funds for ongoing maintenance at the City's facilities and at City parks to offset the impact of the increased activity by all user groups. This year's budget also includes additional expenditures in salaries and benefits due to increased number of maintenance positions (full-time and part-time Maintenance Workers/Facility Attendants). Moreover, there is a slight increase in operational costs due to an increase in "Equipment Replacement Fund" expenditures.

Division Budget Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$ 2,194,049	\$ 2,375,668	\$ 2,997,454	\$ 2,364,725	\$ 3,125,535
Operation Materials & Supplies	4,049,896	4,053,598	3,123,008	2,665,045	3,088,468
Contract & Professional Services	124,627	117,614	251,800	194,609	317,000
Indirect Costs	186,306	409,400	159,185	81,028	50,500
Capital Improvement	-	20,485	-	-	40,000
Capital Outlay	-	-	4,000	4,104	-
Total	\$6,554,877	\$6,976,765	\$6,535,447	\$5,309,511	\$6,621,503

Public Works

Maintenance

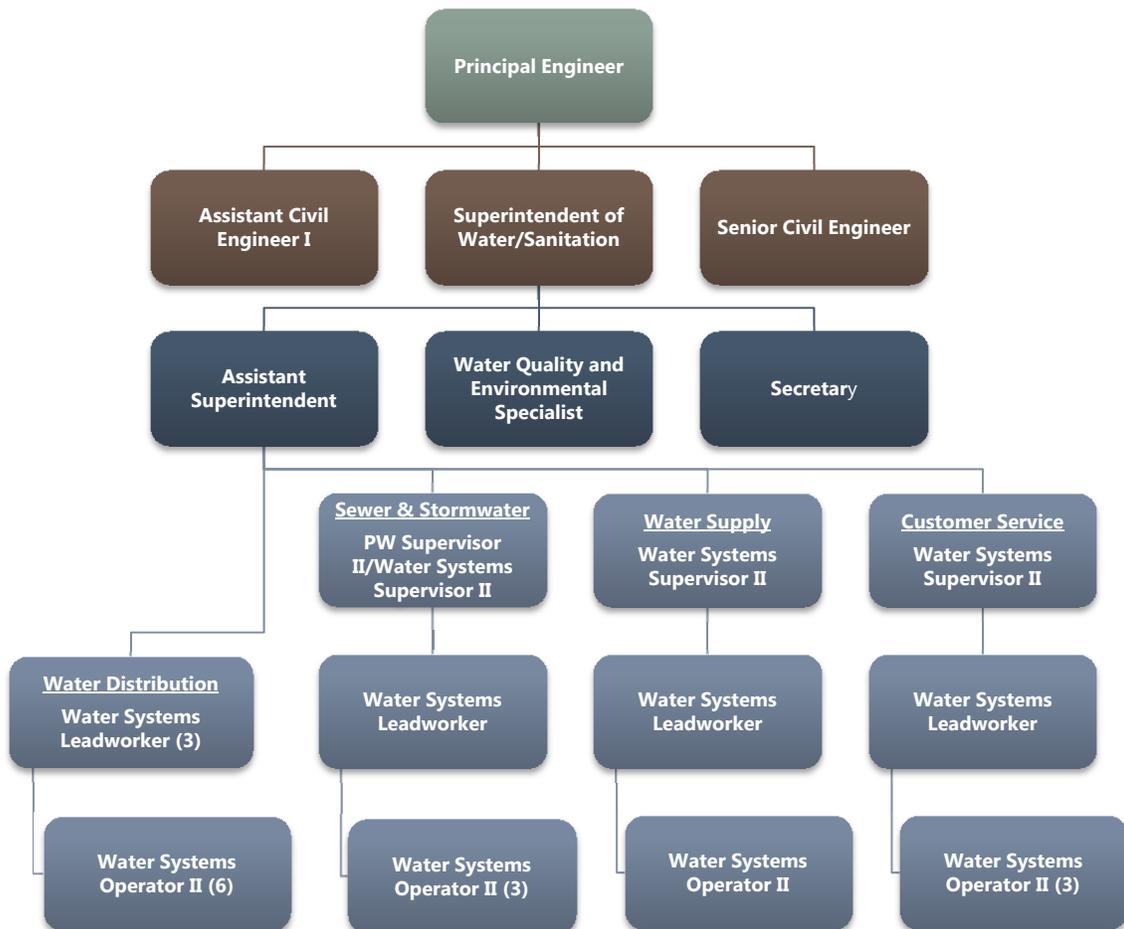
Contractual & Professional Detail

Account	Vendor	Amount
10-3110-0670	Financial services for energy-efficiency building upgrades	\$40,000
10-3120-0700	Facility Maintenance – Various contract services – plumbing, electrical, masonry, HVAC	15,000
10-3122-0700	Apollo Senior Center Maintenance – Various contract services – plumbing, electrical, HVAC	9,500
10-3123-0700	Apollo Gym Maintenance – Various contract services – flooring, plumbing, electrical	2,000
10-3130-0700	Staygreen, Inc. – Park landscape improvement and irrigation repair projects	50,000
10-3145-0700	Traffic & Street Maintenance – Various contract services – concrete, electrical	50,000
24-3125-0700	Columbia Memorial Space Center Building Maintenance – Various contract services – plumbing, electrical, HVAC	7,000
55-6225-0700	Nationwide – Transit center maintenance; cleaning/washing of depot/bus stops and hardscapes/furnishings	31,000
55-6240-0700	Nationwide – Bus bench maintenance; cleaning/washing of citywide bus stops and hardscapes/furnishings	109,000
62-1731-0670	Fleet Maintenance – Annual vehicle maintenance system support fee, ASE membership	3,500
Total Detail		\$317,000

Public Works

Utilities

Organizational Chart



Public Works

Utilities

Division Summary of Full Time Positions

Positions	Actual FY 2012-13	Actual FY 2013-14	Actual FY 2014-15	Approved FY 2015-16
Principal Engineer	1	1	1	1
Assistant Civil Engineer I	1	1	1	1
Deputy Director of Public Works	1	0	0	0
Assistant Superintendent	1	1	1	1
Secretary	1	1	1	1
Senior Civil Engineer	1	1	1	1
Water Systems Technical Supervisor II	1	1	1	0
Water Quality and Environmental Specialist (formerly Water Systems Technical Supervisor II)	0	0	0	1
Superintendent of Water and Sanitation	1	1	1	1
Water Systems Leadworker	6	6	6	6
Water Systems Operator II	13	13	13	13
Water Systems Supervisor II	2	2	2	2
Public Works Supervisor II/Water System Supervisor II	1	1	1	1
Total Full Time Positions	30	29	29	29

Public Works

Utilities

Division Description

The Utilities Division provides reliable, continuous, high quality water, sanitary sewer and storm water services. The Division's California Department of Public Health (DPH) certified water distribution and treatment operators maintain and manage the City's potable and recycled water systems to comply with all local, state, and federal health and safety laws and regulations. The Utilities Division delivers approximately 17,300 acre-feet of water supply for domestic, landscape irrigation, fire protection, and recycled water use. Operates and maintains 20 groundwater wells including pumps, motors, well housings, and associated facilities to meet 100% of the City's potable water demand as well as 2 MWD imported water connections for emergency purposes. Provides preventive maintenance of 270 miles of water mains, 23,000 water service lines and meters, 1,800 fire hydrants, and 5,500 isolation valves. Administers water quality monitoring and compliance programs, and implements water conservation and recycled water programs and projects.

Plan, design, and develop City's potable water, recycled water, sewer, and storm water system infrastructure rehabilitation and replacement programs by managing and implementing engineering contracts and studies, preparing plans and specifications, and reviewing designs and improvement plans for residential, commercial, and industrial developments for compliance with Utilities Division requirements. Participate in and represent, the City's interests, as they relate to Utilities Division infrastructure and functions, at various joint power authorities and committees.

Operate and maintain 200 miles of sanitary sewer mains, two sewer lift stations, and 5,200 manholes. Coordinate and comply with Regional Water Quality Control Board regulations and requirements. Manage and conduct videoing, cleaning/flushing, and rehabilitating/repairing of sanitary sewer infrastructure to prevent Sanitary Sewer Overflows (SSOs). Manage and implement sanitary sewer root, insect, and odor control programs.

Help maintain compliance with Regional Water Quality Control Board MS4 and other NPDES permit programs. Participate in and represent the City's interests at various watershed committees. Develop, manage, and implement work plans, Watershed Management Plans, monitoring plans, Green Streets, Low Impact Development (LID), and other policies and programs in order to capture dry and wet weather runoff for infiltration into the ground via best management practices (BMPs) implemented at developments and City projects which raise local water levels to the benefit of the City's groundwater wells while achieving compliance with MS4 permit requirements. Develop and implement additional means of reducing dry weather runoff volumes via promotion of water conservation and smart landscaping policies. Review developer and City designs and plans and perform site inspections to ensure proper implementation of storm water BMPs and subsequent compliance with MS4 permit requirements.

Operate and maintain 7 miles of storm drains, two storm water lift stations, storm water infiltration basins, and six dry wells. Provide emergency and as needed services when called upon to prevent trash from entering the storm drain system and to help ensure compliance with the MS4 permit. Remove debris from ditches, cross gutter slots, culverts, and catch basins.

Public Works

Utilities

Division Performance Measures

	Actual FY 2012-13	Actual FY 2013-14	Projected FY 2014-15	Planned FY 2015-16
Number of CIP projects completed	6	6	8	10
Projects completed and proposed (\$)	\$1.3M	\$2M	\$5M	\$7M
Number of groundwater wells operated and maintained annually	20	20	20	20
Number of groundwater wells and pump stations rehabilitated/refurbished	4	4	4	5
Acre-feet of recycled water delivered to City customers	744	806	810	850
Acre-feet of potable water delivered to City customers	16,471	16,473	16,000	16,500
Number of backflow prevention devices managed under cross-connection prevention program	425	425	435	440
Number of water distribution and groundwater well water quality samples collected	6,100	6,100	6,100	6,100
Number of miles water distribution piping maintained	270	27	270	270
Number of miles of recycled water distribution piping maintained	5	5	6	6
Number of water distribution valves maintained	5,500	5,500	5,500	5,550
Number of water service lines and/or meters repaired/replaced	500	475	525	600
Number of fire hydrants repaired/replaced	40	50	60	55
Number of Underground Service Alert markings performed	1,073	1,200	1,300	1,300
Number of water distribution valves exercised	600	700	800	800
Number of water meters read on a bi-monthly basis	22,800	22,800	22,800	22,800
Number of catch basins vacuumed/cleaned annually	1,700	1,700	1,700	1,700
Tons of debris removed annually from culverts, cross gutters, catch basins, etc.	165	200	200	200
Number of miles of sewer mains maintained	200	200	200	200
Number of miles of sewer mains cleaned annually under system-wide sewer cleaning program	74	37	35	40
Number of sewer manholes maintained	5,200	5,200	5,200	5,200
Number of sewer manholes treated to control odor complaints and insect growth	1,650	1,650	1,650	1,650

Budget Narrative

This year's budget request proposes a modest increase to the funding for the operation of the water portion of the Utilities Division, which is primarily due to an increase in the labor and material costs necessary to operate and maintain the City's water infrastructure in order to ensure continued, safe, and reliable water service for the City's customers. The budget request for this year's operation of the sewer, storm water, and sanitation portions of the Utilities Division represents a small increase due to increases in equipment replacement costs.

Transfer from Water Fund for Storm Water Engineering/Management Expenses

The City relies on groundwater from aquifers beneath the City to meet 100% of its potable water demands. Reliance on local groundwater vs. more expensive imported Colorado River and State Water Project water has allowed the City to maintain its water rates as one of the lowest in the surrounding area. The City does not treat or disinfect its water. Therefore clean groundwater is very important to the City. Ensuring the reliability of the quality and quantity of this source of water is critical to the City being able to meet its customers' demands into the future while maintaining low water rates.

Downey's water supply and distribution system contributes 100% of the runoff during dry weather conditions from activities and facilities such as landscape irrigation sprinklers, faucets, hoses, flushing, construction, leaks and other with dry weather conditions occurring approximately 92% of the time based on the average number of days with measurable precipitation in the City each year. The City is located within the Los Cerritos Channel, Los Angeles River/Rio Hondo, and Coyote Creek/Lower San Gabriel River watersheds with runoff draining to these receiving waters. The City's means of maintaining compliance with Regional Water Quality Control Board NPDES MS4 permit and Total Maximum Daily Load (TMDL) requirements is predicated on reducing dry and wet weather runoff volumes, via BMPs that reduce runoff by infiltration into the ground and programs such as water conservation, which is the most effective way of reducing runoff and the associated pollutants conveyed into local receiving waters. For years, the City has been one of the leading municipalities in the region in experience with infiltration at developments and City projects as a water quality management strategy.

As previously expressed, Storm Water Engineering/Management program emphases to accomplish reduction in runoff include: participating in various watershed committees; developing, managing, and implementing plans, programs, policies, and projects to reduce runoff volumes; local planning and development BMP compliance and design; inspection and enforcement of BMPs and LID requirements to clean and reduce runoff; compliance litigation; and water quality analysis and reduction in source pollutants. Such efforts have direct benefits to the City's water supply by infiltration of runoff into groundwater aquifers which benefit the City's potable water supply and wells, reduction in runoff source pollutants to help ensure the high quality of the City's groundwater supplies, and in water usage reduction measures such as conservation and smart landscaping which reduce impact on the City's water supplies while in turn reducing runoff volumes. Additionally, the City's water supply has a direct relationship with such runoff compliance efforts as it is the source of all of the City's dry weather flows.

Public Works

Utilities

Budget Narrative (Continued)

As in years past, it is a policy decision of the City approved through the budget process that revenues generated from the Water Fund will be used to allocate up to the amount of Storm Water Engineering/Management operating expenses budgeted due to the relationship between the City's water supply and runoff discussed above and the benefits received from Storm Water Engineering efforts in the form of: plans, programs, policies, projects, inspection and enforcement which promote the capture, storage, and cleaning of dry weather and wet weather runoff for infiltration into the ground through BMPs implemented at developments and projects which augment local groundwater supply and preserve water quality to the benefit of the City's groundwater wells and supplies; and plans, programs, policies, and projects which reduce dry weather runoff by reducing water usage via promotion of water conservation, smart landscaping, and other subsequently reducing impact on the City's water supplies.

Transfer from Water Fund to General Fund

As in years past, it is a policy decision of the City approved through the budget process that revenues generated from the Water Fund to be transferred out to the General Fund should not exceed 1% of the total budgeted General Fund expenditure. The transfer out amount is a value estimate for the amount of goodwill from the general government activities under a concept of intrinsic value. The Water Fund operation enjoys benefits from general government activities that were not included in the direct cost of Water Fund and administrative overhead. Such benefits, for example, would include security and protection provided from public safety, maintenance of city infrastructure (road and street), street sweeping provided by public works, and urban planning provided by community development.

Division Budget Summary

Description	Actual FY 2012-2013	Actual FY 2013-2014	Budget FY 2014-2015	YTD Actual FY 2014-2015	Approved Budget FY 2015-2016
Personnel Services	\$ 2,638,223	\$ 2,809,888	\$ 3,397,649	\$ 2,718,920	\$ 3,583,284
Operation Materials & Supplies	7,842,133	8,609,007	9,250,300	6,401,455	9,808,372
Contract & Professional Services	(227,386)	1,071,636	1,856,000	1,166,440	1,870,000
Indirect Costs	382,749	682,353	694,485	378,805	682,406
Capital Improvement	271,393	292,175	10,213,143	2,377,011	11,360,000
Capital Outlay	157,017	31,368	188,322	85,160	-
Total	\$11,064,129	\$13,496,427	\$25,599,899	\$13,127,792	\$27,304,062

Public Works

Utilities

Contractual & Professional Detail

Account	Vendor		Amount
51-3510-0700	Water Supply Contract Services		\$115,000
	Well water sampling and testing services	24,000	
	Water distribution system sampling and testing services	21,000	
	State Department of Public Health annual fees	19,000	
	Central Basin Water Master and Administrative Body Fees	35,000	
	Well water discharge permits	8,000	
	ARB/AQMD emission fees	8,000	
51-3520-0700	Water Distribution Contract Services		60,000
	Underground Service Alert (1,300 @ \$1.50) field marking service	2,000	
	Fire hydrant, valve, and other maintenance contract services	58,000	
51-3530-0700	Water Customer Services Contract Services		85,000
	Bee emergency response	3,000	
	Water conservation program	37,000	
	Large meter audit program	30,000	
	Meter testing leak audit	10,000	
	Consumer confidence water quality report	5,000	
51-3540-0670	Water Operations Support Professional and Technical Service Fees		1,000
	Consulting services	1,000	
51-3540-0700	Water Operations Support Contract Services		70,000
	Maintenance of equipment	8,000	
	Eden software annual maintenance fee	7,000	
	Software licenses and annual maintenance fees	10,000	
	Bank lock box service	45,000	
51-3550-0670	Water Program Support Professional and Technical Service Fees		45,000
	American Water Works Association (AWWA) annual member dues	5,000	
	American Public Works Association (APWA) annual member dues	5,000	
	Southeast Water Coalition (SEWC) annual member dues	10,000	
	CUWCC annual member dues	5,000	
	Other association dues and technical service fees	20,000	
51-3550-0700	Water Program Support Contract Services		400,000
	Consulting engineers	300,000	
	Legislative advocacy	60,650	
	ARCInfo software annual maintenance fee	4,500	
	ARCIMS software annual maintenance fee	4,500	
	ARCSDE software annual maintenance fee	3,000	
	IronSpeed designer software annual maintenance fee	2,500	
	AutoCAD software annual maintenance fee	3,000	
	InfoWater suite software annual maintenance fee	5,000	
	Eden software annual maintenance fee	8,000	

Public Works

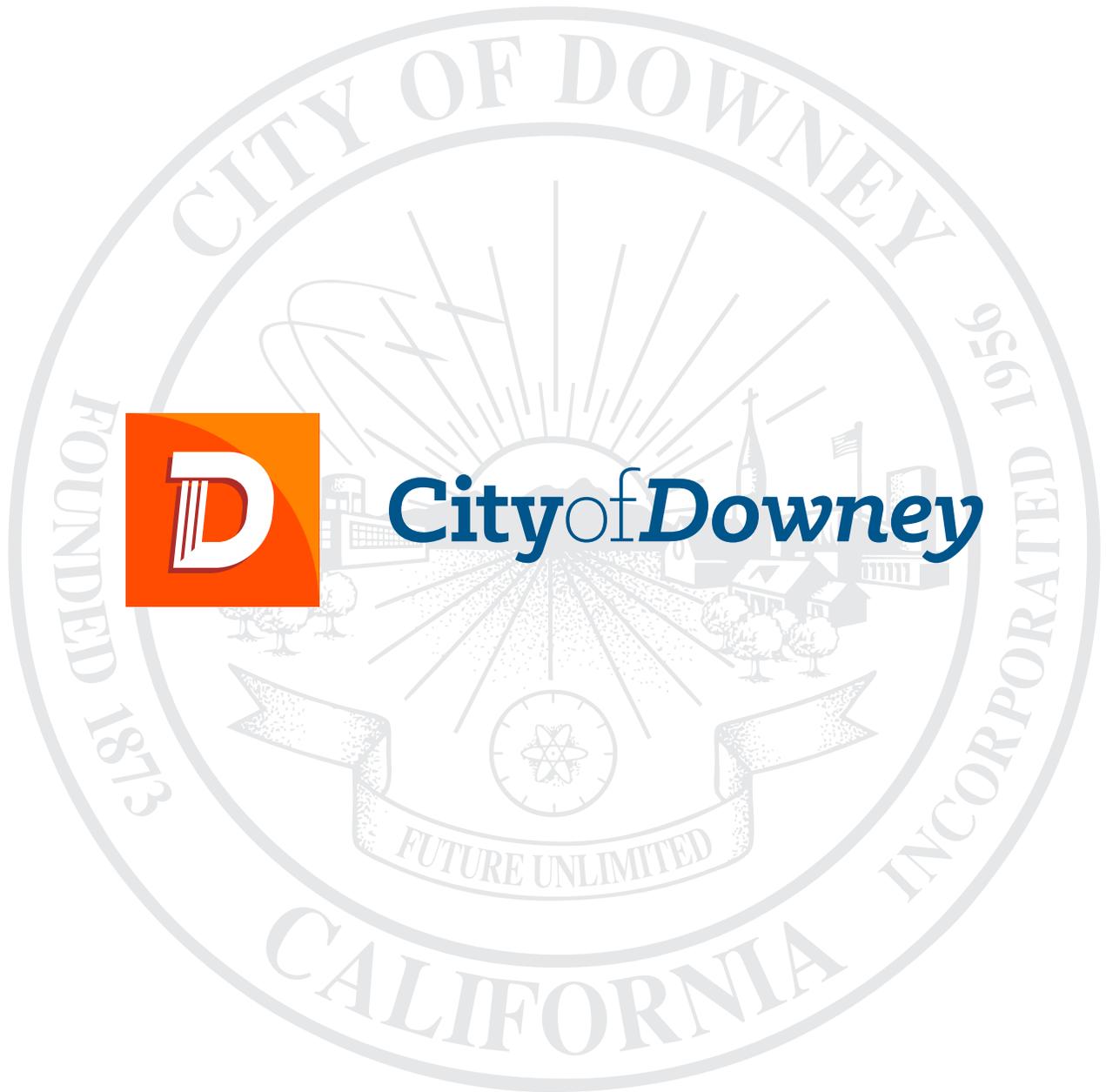
Contractual & Professional Detail (continued)

Account	Vendor		Amount
	iWater software annual maintenance fee	4,500	
	Microsoft visual studio software annual maintenance fee	1,500	
	XY Maps GIS interface software annual maintenance fee	1,875	
	GIS internet bandwidth increase	750	
	GIS domain name annual dues	225	
72-3150-0700	Storm Water Sanitation Contract Services		50,000
	Storm water lift station rehabilitation and maintenance	7,500	
	Cleaning of storm water dry wells, culverts, and holding basins at lift stations including disposal of debris	7,500	
	Catch basin insert cleaning contract services	35,000	
72-3155-0700	Sanitary Sewer System Maintenance Contract Services		115,000
	Sewer manhole insecticide application (~1,650 manholes annually)	38,000	
	SWRCB annual sewer NPDES fee	12,000	
	Root control	12,000	
	Consulting/contracting services	37,050	
	ARCInfo software annual maintenance fee	1,500	
	ARCIMS software annual maintenance fee	1,500	
	ARCSDE software annual maintenance fee	1,000	
	AutoCAD software annual maintenance fee	1,000	
	InfoSWMM software annual maintenance fee	5,000	
	Eden software annual maintenance fee	3,000	
	iWater software annual maintenance fee	1,500	
	Microsoft visual studio software annual maintenance fee	500	
	XY Maps GIS interface software annual maintenance fee	625	
	GIS internet bandwidth increase	250	
	GIS domain name annual dues	75	
72-3182-0670	Storm Water Engineering Professional and Technical Service Fees		350,000
	Los Cerritos Channel Watershed TMDL/MS4 permit annual implementation program fees associated with development and implementation of work plans, watershed management plans, monitoring plans, and other associated permit requirements/projects	31,000	
	Los Angeles River/Rio Hondo Watershed TMDL/MS4 permit annual implementation program fees associated with development and implementation of work plans, watershed management plans, monitoring plans, and other associated permit requirements/projects	59,000	
	Lower San Gabriel River/Coyote Creek Watershed TMDL/MS4 permit annual implementation program fees associated with development and implementation of work plans, watershed management plans, monitoring plans, and other associated permit requirements/projects	40,000	

Public Works

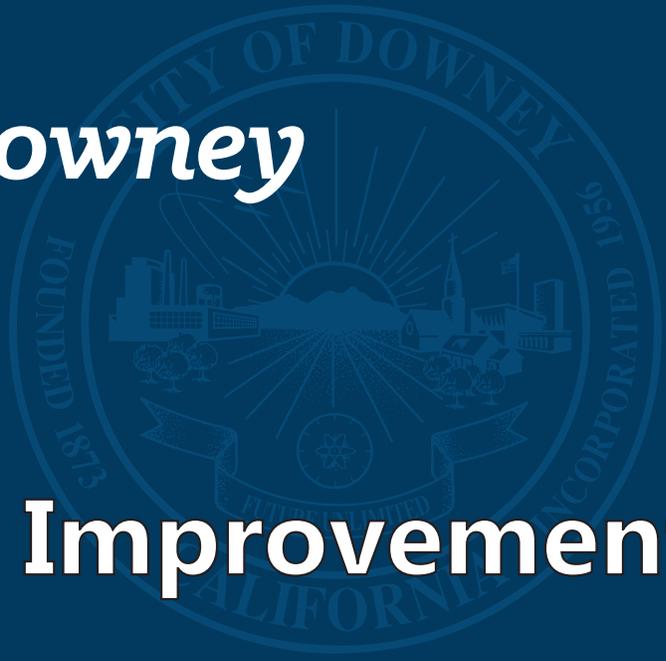
Contractual & Professional Detail (continued)

	Gateway Integrated Regional Water Management (IRWM) JPA annual membership dues	20,000	
	Misc Professional and Technical Services	100,000	
	Storm Water Program Management and TMDL/MS4 Permit Compliance Consulting Engineering Services	100,000	
72-3182-0700	Storm Water Engineering Contract Services		4,000
	MS4Front Storm Water Program Best Management Practices (BMP) and Low Impact Development (LID) software annual maintenance fee	4,000	
72-3160-0700	Storm Water Street Sweeping Services		575,000
TOTAL DETAIL			\$1,870,000





City of Downey



Capital Improvement

**Capital Improvement Project Overview
Five Year Projection - Streets - Traffic Safety - Public
Facilities - Water Utility - Sewer & Storm Drain**



Capital Improvement Projects

Overview on Capital Improvement

Capital projects are long-term improvement and maintenance programs designed to preserve the City's physical systems and facilities. The programs are broad, and include land and building acquisitions, development of off-street parking, street and sidewalk rehabilitation, sewer reconstruction, public lighting projects, affordable housing development, and park acquisition and renovations.

Both capital improvement and capital maintenance projects are included in this document. Capital improvements enhance economic development by attracting new businesses and new customers, bringing increased vitality to the City. Easily identified, frequently controversial, usually specific to a particular location, capital improvements are often the most visible municipal activities.

On the other hand, capital maintenance is a City service commonly taken for granted. Most users do not recognize the deterioration of a facility or roadway until significant damage has been done. This makes capital maintenance easy to postpone when budgets are tight and demand for more visible City programs and services is high. Delays in maintenance, however, create greater costs in future years, because expensive reconstruction or replacement of assets must supplant more inexpensive preservation efforts.



Project Funding



Capital projects may be funded from several sources, including operating capital, grants, joint agency endeavors, public/private partnerships, special district projects, and debt financing. Operating capital is appropriated from the unreserved balances and annual revenues of various funds; joint agency projects are those funded by the City and another government.

Tax increases and special districts have historically been used to fund capital projects; however, legislation now places severe restrictions on Cities' abilities to raise revenues in these ways. Special taxes must be approved by a

Capital Improvement Projects

two-thirds vote of the electorate; general taxes must be approved by a majority vote of the electorate. Staff therefore remains diligent in searching out grants and other financing partnerships.

The City has channeled federal and local funds to purchase properties for low- and moderate-income housing; purchased buses for the DowneyLink; planted hundreds of street trees; installed various traffic mitigation and control measures; implemented accessibility features for disabled constituents on sidewalks, parks, and in public buildings; and invested heavily in maintenance of current buildings, streets and sidewalks.

Projects Types

There are several broad types of City projects: Major Capital Outlay; Buildings and Parks; Affordable Housing; Street, Roadway and Sidewalk Improvements; Traffic Improvements; and Sewer System Improvements. Funds are used for acquisition, construction, engineering, maintenance and rehabilitation projects.

The Department of Public Works administers the building projects for most City Facilities. This Department also coordinates the street tree planting program and vehicle replacement. Sewer system projects are the responsibility of the City Engineer. The City Engineer is responsible for various Street and Roadway Improvements. The affordable housing projects are the responsibility of the Community Development Department. All projects are rated according to the following priority levels:



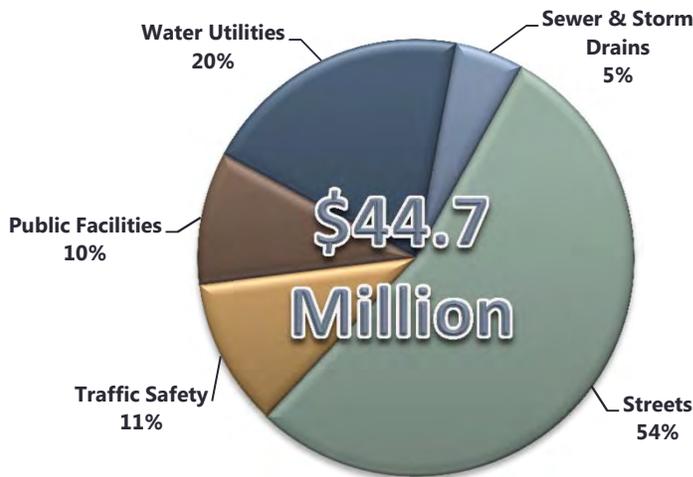
- ❖ Priority 1: The project is urgent and/or mandated, and must be completed quickly. Failure to address the project will impact the health, safety, or welfare of the community, or have a significant impact on the financial well-being of the City. The project must be initiated or financial/opportunity losses will result.
- ❖ Priority 2: The project is important and addressing it is necessary. The project impacts safety, law enforcement, health, welfare, economic base, and/or the quality of life in the community.
- ❖ Priority 3: The project would enhance the quality of life and would provide a benefit to the community. Completion of the project would improve the community providing cultural, recreational, and/or aesthetic effects.
- ❖ Priority 4: The project would be an improvement to the community, but need not be completed within a five-year capital improvement program.

Capital Improvement Projects

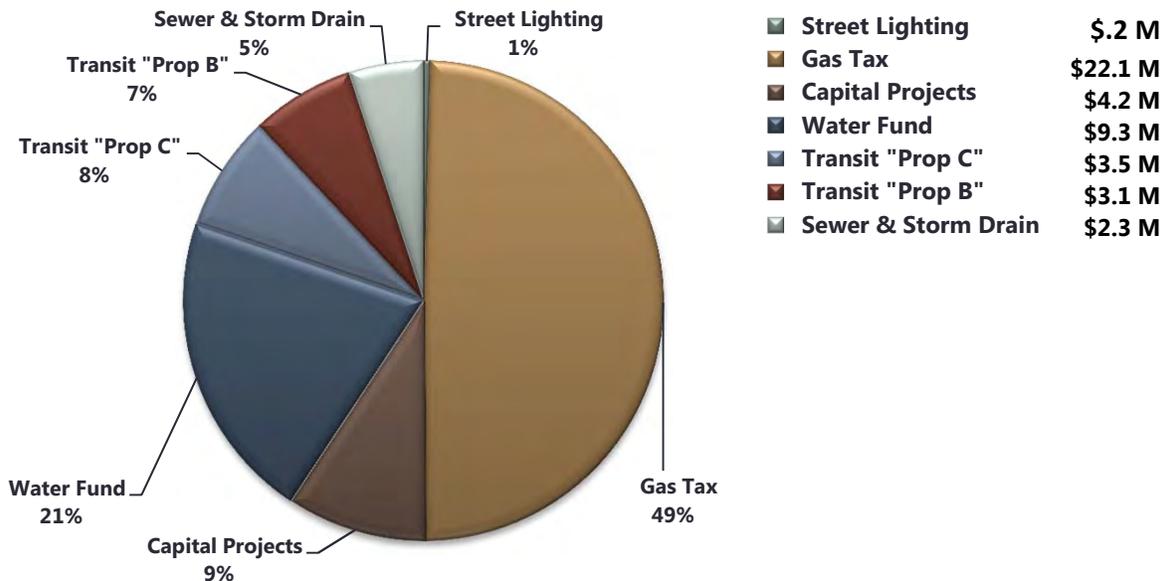
Five Year Projection

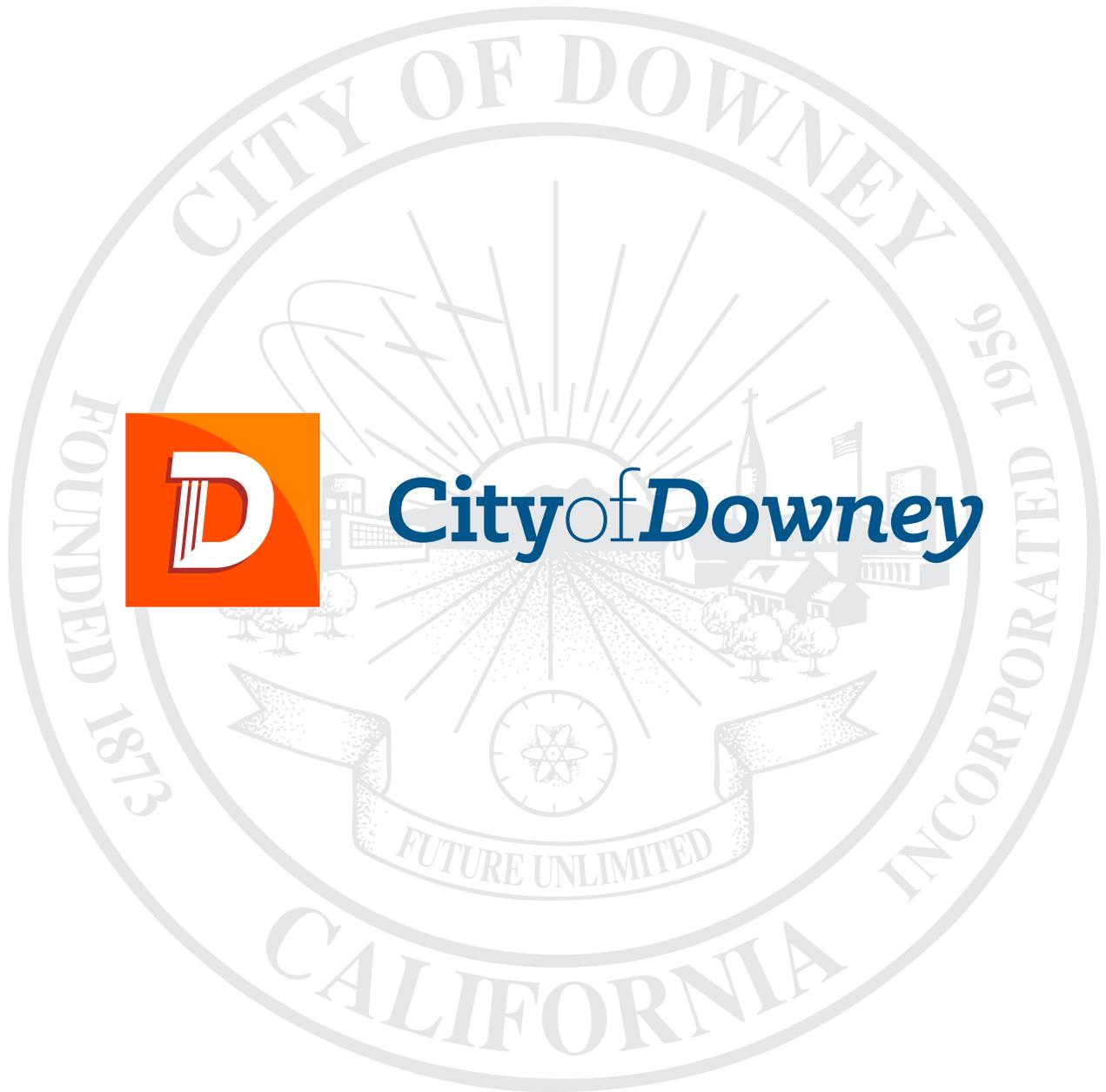
Project Type	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
Streets	\$ 24,116,359	\$ 13,529,535	\$ 15,967,683	\$ 10,022,697	\$ 2,425,000
Traffic Safety	\$ 4,923,800	\$ 3,298,000	\$ 200,000	\$ 200,000	\$ 200,000
Public Facilities	\$ 4,407,400	\$ 3,911,562	\$ 2,845,500	\$ 28,196,417	\$ 2,149,000
Water Utilities	\$ 9,000,000	\$ 4,750,000	\$ 580,000	\$ 850,000	\$ 850,000
Sewer & Storm Drains	\$ 2,260,000	\$ 1,140,000	\$ 1,040,000	\$ 1,040,000	\$ 1,040,000
Grand Total	\$ 44,707,559	\$ 26,629,097	\$ 20,633,183	\$ 40,309,114	\$ 6,664,000

Total Capital Improvement Projects for FY 2015-16 by Project Type



Total Capital Improvement Projects for FY 2015-16 by Fund





Capital Improvement Projects

Streets

The Streets section of the Capital Improvement Program contains various capital projects related to the improvement, rehabilitation and preservation of the City's streets, sidewalks and bridges. Projects within this category specifically include street and intersection widening projects, pavement rehabilitation projects involving asphalt overlay or slurry seal, new sidewalk construction or replacement, bridge replacement or rehabilitation and corridor beautification. In addition, the City's participation in technical forums involving regional transportation projects including the Interstate 5 Highway Joint Powers Authority as well as the Interstate 710 Highway Expansion Project and the State Route 91/Interstate 605 Highway/Interstate 405 Highway Major Corridor Study Technical Advisory Committees is funded out of this section of the Capital Improvement Program.



Capital Improvement Projects

Five Year Projection

Streets

Account No.	Project Description	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
16488	Firestone Street Improvements - ORSR to Brookshire Ave.	\$ 1,087,400				
16583	Site Environmental Remediation/Groundwater Protection at 9255 Imperial Hwy.	\$ 240,000				
16601	Paramount Blvd. at Firestone Blvd. Improvements	\$ 1,982,000				
16602	Firestone/ORSR Intersection Engineering Study	\$ 369,000				
16605	Bellflower Blvd At Imperial Hwy Imprvmts	\$ 1,833,700				
NEW 17800	Pedestrian Improvements/New Sidewalk/Ramp Construction	\$ 420,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000
16624	Bridge Improvements	\$ 200,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000
16626	Underground Utility District No. 22 (Bellflower Blvd.)	\$ 40,000				
17714	FY 14-15 Residential Street Resurfacing	\$ 950,000				
NEW 17801	FY 15-16 Residential Street Resurfacing	\$ 600,000	\$ 1,550,000	\$ 1,550,000	\$ 1,550,000	\$ 1,550,000
16628	Old River School Rd. Pavement Rehab (Imperial Hwy to Arnett St.)	\$ 1,065,000	\$ 700,000			
NEW 17802	Lakewood Blvd Impr Phase 3C Gallatin Rd. To Telegraph Rd.	\$ 5,000,000	\$ 1,300,000			
17715	Lakewood Blvd./Rosemead Blvd. at Telegraph Rd. Intersection Improvement Project Phase 3D	\$ 2,407,000				

Capital Improvement Projects

Five Year Projection

Streets

Account No.	Project Description	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
16680	Firestone Blvd. Street Improvements - Lakewood Blvd. to East City Limit	\$ 2,120,200				
16688	Gardendale Pavemet Rehab (Lakewood Blvd. - Garfield Ave.)	\$ 2,011,059				
16692	Firestone Blvd At Lakewood Blvd Intersection	\$ 180,000	\$ 810,000	\$ 810,000		
16693	Florence Ave Bridge Rehab At Rio Hondo River	\$ 331,000	\$ 923,000	\$ 923,000		
16695	Brookshire Ave. Pavement Rehab - Imperial Hwy. to Gardendale St.	\$ 700,000				
16697	(Third St - Civic Center To Orsr, Civic Center Dr - Brookshire To Third & Haledon - Florence To Charloma, Bluff	\$ 100,000	\$ 1,000,000	\$ 1,165,900		
16699	Slurry Seal Area "A"	\$ 180,000				
NEW 17803	Slurry Seal Area "B"	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000
16710	Florence Ave Bridge Replcmnt At San Gabriel River	\$ 291,700	\$ 1,600,000	\$ 7,077,500	\$ 7,077,500	
16711	Woodruff Ave Pavement Rehab (Imperial Hwy - Stewart & Gray Rd)	\$ 110,000	\$ 1,353,900			
16712	Bellflower Blvd Pavement Rehab (Foster Rd - Stewart & Gray Rd)	\$ 110,000	\$ 2,025,000			
16713	Firestone Blvd Bridge Replacement At S.G. River	\$ 5,000				
16715	Brookshire Ave Pavement Rehab (Firestone Bl - Florence Ave)	\$ 640,000	\$ 712,000			
17728	Landscaping Of Area To Be Vacated Adjacent To I-5 Freeway (Dollison Dr.)	\$ 461,000				

Capital Improvement Projects

Five Year Projection

Streets

Account No.	Project Description	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
17716	School Frontage Improvements	\$ 194,300				
NEW 17804	I-5 Florence Ave. Improvements	\$ 30,000	\$ 10,000	\$ 10,000		
NEW 17805	Pavement Management System	\$ 130,000			\$ 130,000	
NEW 17806	Telegraph Traffic Throughput & Safety Enhancements - (Lakewood Blvd/Rosemead Blvd. to West City Limit and Passons Blvd. to East City Limit) Phase II	\$ 28,000	\$ 670,635	\$ 3,556,283	\$ 390,197	
Total Streets*		\$ 24,116,359	\$ 13,529,535	\$ 15,967,683	\$ 10,022,697	\$ 2,425,000

* \$100,000 of Prop C funds for I-5 and I-710 Corridor Consortium and 91/605/405 Corridor Study Committee membership due has been moved to operating budget

Capital Improvement Projects

Traffic Safety

The Traffic Safety section of the Capital Improvement Program contains various capital projects related to enhancing traffic safety, capacity and operational efficiency of the City's transportation circulation system as well as preserving the integrity of the City's neighborhoods. Specific projects included in this category are the expansion of the City's traffic signal communications system, new traffic signal installations and upgrades and the construction of new raised median islands.



Capital Improvement Projects

Five Year Projection

Traffic Safety

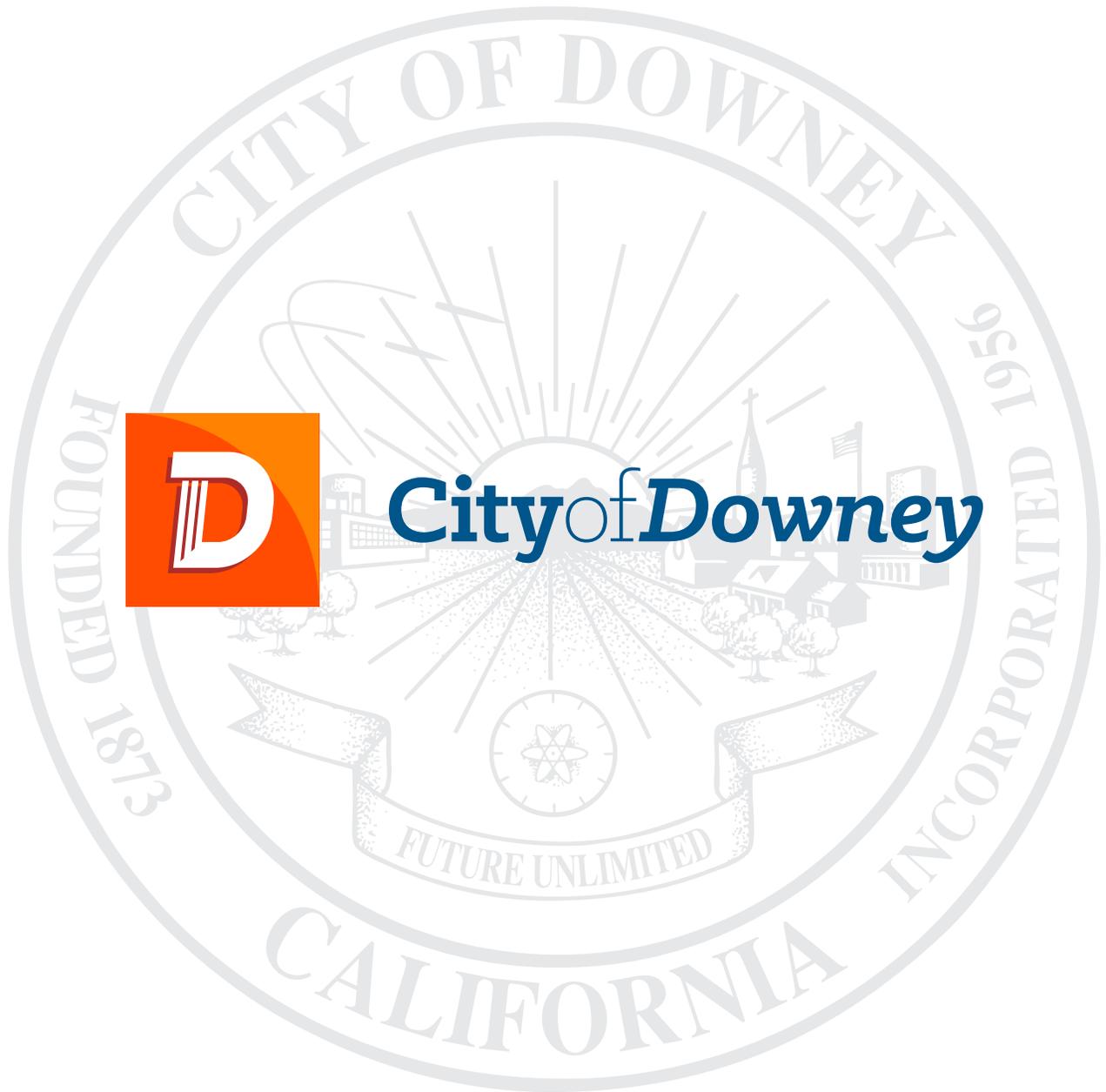
Account No.	Project Description	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
16454	Safety Improvement Prog	\$ 125,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
16590	Paramount Blvd F.O. System (Lubec - Gardendale)	\$ 110,000				
16613	Woodruff/Via Amorita Traffic Signal	\$ -				
16631	Tmc Field And Office Equipment Upgrades	\$ -				
16684	Imperial Hwy/Columbia Wy Traffic Signal	\$ -				
16689	Pedestrian Countdown Heads	\$ 4,400				
16700	Imperial Hwy Traffic Signal Fo Comm System	\$ 706,000				
16701	Paramount Blvd Median (Firestone Bl - Imperial Hwy)	\$ 450,300	\$ 1,905,000			
16702	Paramount Blvd Median (Firestone Bl - Florence Ave)	\$ 317,600	\$ 1,029,000			
16703	Firestone Blvd Median (Patton Rd - Marbel Ave)	\$ 786,300				
16704	Florence Ave/ORSR Traffic Signal Upgrade	\$ 236,000				
16705	Bellflower Blvd/Foster Rd Traffic Signal Upgrade	\$ 227,600				
16706	Woodruff Ave/Foster Rd Traffic Signal Upgrade	\$ 230,500				
16707	Firestone Blvd/Woodruff Ave Traffic Signal Upgrade	\$ 224,800				

Capital Improvement Projects

Five Year Projection

Traffic Safety

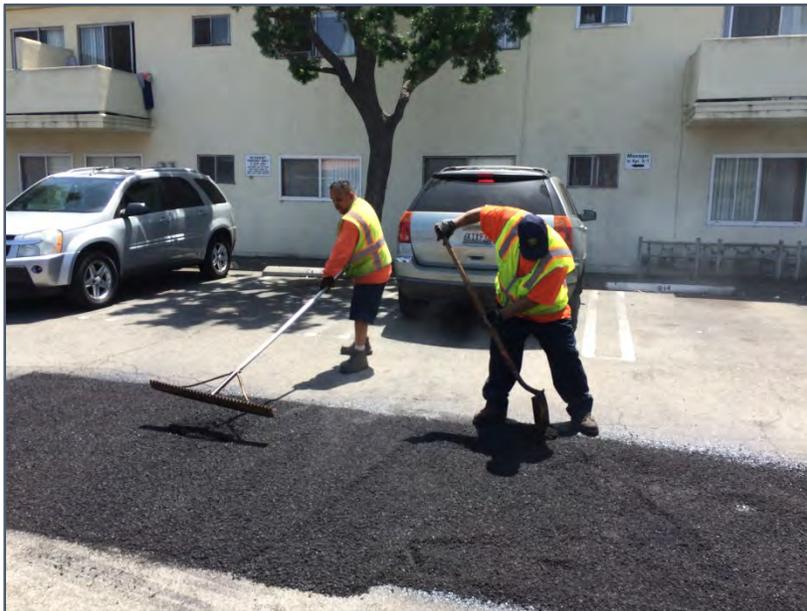
Account No.	Project Description	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
16708	Lakewood Blvd/Florence Ave Traffic Signal Upgrade	\$ 124,700				
16709	Imperial Hwy/Downey Ave Traffic Signal Upgrade	\$ 122,400				
17717	Firestone Blvd. Median (ORSR - West City Limit)	\$ 178,000	\$ 164,000			
17718	Paramount Blvd. at 3rd St., 5th St., & 7th St. Traffic Signals	\$ 317,200				
17724	Downtown Parking Study	\$ 60,000				
17725	Street Lighting Improvements	\$ 388,000				
17729	Street Name Sign Replacement	\$ 150,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
NEW 17808	Lakewood/Rosemead Corridor Study	\$ 65,000				
NEW 17809	Paramount Blvd. Median Turf Replacmeent Program	\$ 100,000				
Total Traffic Safety		\$ 4,923,800	\$ 3,298,000	\$ 200,000	\$ 200,000	\$ 200,000



Capital Improvement Projects

Public Facilities

Each year, the Public Works Department develops a specific Capital Improvement Program (CIP) to address future facility needs. The CIP assesses requirements for new facilities, renewals of existing facilities, infrastructure management and other facility-related needs. Following the City's required bidding/contract processes, these public facility improvements will be completed within FY 2015-16. These projects have been identified as a priority due to the need to address safety and/or compliance conditions; as well as replace deteriorating/aging infrastructure. Engineering and Maintenance staff is tasked with the responsibility of carrying out these projects to completion.



Capital Improvement Projects

Five Year Projection

Public Facilities

Account No.	Project Description	Carryover	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
17685	Carpet Tile Replacement	X	\$ 70,200				
17721	Rio San Gabriel Park Accessibility Improvements	X	\$ 75,000				
17726	Furman Park Walking Trail Project Phase II	X	\$ 155,000				
17727	Apollo Park Walking Trail Project Phase II	X	\$ 166,000				
17731	Civic Theatre Improvements	X	\$ 55,000				
17665	Citywide Playground Structure Safety Repairs And Replacement	X	\$ 100,000				
17707	Citywide Hardscape Right Of Way Improvments	X	\$ 30,000				
17708	Citywide - Striping Of All Major Roadways	X	\$ 65,000				
17700	Furman Park – Building Improvement	X	\$ 80,000				
17711	Golf Course Building & Patio Improvement	X	\$ 82,700				
17712	Golf Course Walkways And Adjacent Sidewalk Improvement	X	\$ 15,000				
17713	Golf Course Pump System Upgrade & Driving Range Improvements Including Outdoor Sound And Music	X	\$ 55,000				
17706	Wilderness Park Improvement	X	\$ 400,000				
17691	City Hall, Library, And Theatre Improvements - Mural	X	\$ 16,700				

Capital Improvement Projects

Five Year Projection

Public Facilities

Account No.	Project Description	Carryover	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
17695	Library/Theatre HVAC Replacement	X	\$ 52,000				
17673	Jpcc Exit Door And Exit Ramp (See Note)		\$ 50,000				
17685	Carpet Tile Replacement		\$ 24,800				
17707	Citywide Hardscape Right Of Way Improvments		\$ 30,000				
17708	Citywide Pavement Striping And Marking		\$ 85,000				
17712	Golf Course Walkways And Adjacent Sidewalk Improvement		\$ 20,000				
NEW 7814 New CIP Proposed	BJR Community & Senior Center AC/HVAC Web Based Control Installation		\$ 22,000				
NEW 7815 New CIP Proposed	Library/Theatre- HVAC System Improvement - Phase 2		\$ 1,500,000				
NEW 7816 New CIP Proposed	Civic Theater Miscellaneous Improvements (sound system upgrade, banners, lighting)		\$ 135,000				
NEW 7817 New CIP Proposed	New Theater Generator		\$ 80,000				
NEW 7818 New CIP Proposed	Rio Hondo Golf Course Telephone System Upgrade		\$ 10,000				
New 7819 New CIP Proposed	Civic Theatre Restroom Improvements		\$ 550,000				
NEW 17810	Lakewood LED retrofit, from Gardendale to Cecilia		\$ 160,000				
NEW 17811	Imperial East City Limits - frontage road/bridge improvement		\$ 25,000				

Capital Improvement Projects

Five Year Projection

Public Facilities

Account No.	Project Description	Carryover	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
NEW 17812	Electric Vehicle Charging Stations- City Hall		\$ 40,000				
NEW 7820 New CIP Proposed	Downey Civic Theatre Permanent Banners & Up-lighting		\$ 40,000				
NEW 17813	Civic Center Park		\$ 218,000				
	City Hall - Building Lighting Improvements			\$ 50,000			
	City Hall - Lighting Improvements (Parking lot and walkways)			\$ 75,000			
	City Hall - First Floor Restroom Improvements			\$ 12,000			
	City Hall - First Floor Window Replacements			\$ 50,000			
	Police Station Park Area Slurry Seal			\$ 15,000			
	Police Station - Lighting Improvements			\$ 30,000			
	Civic Theatre - Lighting Improvements (in theatre aisles)			\$ 10,000			
	Civic Theatre - Concessions Facility Improvements			\$ 12,000			
	Apollo Gym - Electrical Infrastructure and Equipment Improvements			\$ 8,000			
	Citywide Facilities - HVAC Unit Replacement Projects			\$ 300,000			
	Columbia Space Memorial Center - Graffiti Window Film Replacement			\$ 10,000			

Capital Improvement Projects

Five Year Projection

Public Facilities

Account No.	Project Description	Carryover	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
	Columbia Space Memorial Center - Building Lighting Improvements			\$ 50,000			
	Maintenance yard - Remodel Lunchroom/Restroom to Add Locker Storage			\$ 15,000			
	City Library - Outdoor Bench Replacements			\$ 15,000			
	City Library - Construct New Meeting Rooms			\$ 12,000			
	City Library - Construct New Study Rooms			\$ 20,000			
	Civic Theatre - Construct Two New Kiosks			\$ 300,000			
	Apollo Gym - Sound Board Replacements			\$ 16,000			
	All Fire Stations - Building Lighting Improvements			\$ 40,000			
	All Fire Stations - Parking Lot Lighting Improvements			\$ 40,000			
	Joint Power Communication Center Entry and Gate Replacement			\$ 100,000			
	Joint Power Communication Center New Office Space			\$ 70,000			
	Civic Theatre Accessibility Upgrades			\$ 500,000			
	New Fuel Management System			\$ 50,000			
	Citywide Facilities - HVAC Unit Replacements			\$ 300,000			

Capital Improvement Projects

Five Year Projection

Public Facilities

Account No.	Project Description	Carryover	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
	Apollo Park Improvements: <ul style="list-style-type: none"> • Convert Shuffleball Courts to Multipurpose Exercise • School Buildings Seismic Study • Develop Group Picnic Area (shelter, tables, bbq) • Ballfield Redesign (one additional) and Turf Renovation • Ballfield Lighting Improvements • Playground Renovation • Replace Fencing Around Playground • Replace North Restroom or <ul style="list-style-type: none"> - No. Restroom - New Roof - No. Restroom - Paint - No. Restroom - ADA improvements • Parking Lot Renovation • South Restroom - ADA Improvements • Eastern Parking Lot - ADA Access to Walking Trail • No. Parking Lot ADA Improvements • Northeast Parking Lot ADA Improvements • Former Classroom Building Toilet Stalls • Upgrade Exterior Drinking Fountains • Add Child's Restroom in Day Care 			\$ 241,500	\$ 18,000	\$ 3,757,600	\$ 29,000
	Barbara J. Riley Community and Senior Center: <ul style="list-style-type: none"> • Senior Center Solar • Add Wi Fi • Parking Lot Renovation • AC/HVAC Web Based Control Installation 			\$ 222,857	\$ 15,000	\$ 443,817	
	Brookshire Children's Park: <ul style="list-style-type: none"> • Provide Accessible Picnic Pads/ Tables • Provide Access to Drinking Fountain 			\$ 5,500			

Capital Improvement Projects

Five Year Projection

Public Facilities

Account No.	Project Description	Carryover	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
	Crawford Park: <ul style="list-style-type: none"> • Slurry Parking Lot • Provide Handicap parking; Redesign Entry for Accessibility • Turf/irrigation Renovation 			\$ 42,200		\$ 520,000	
	Dennis the Menace Park: <ul style="list-style-type: none"> • Slurry Parking Lot/ADA • Remove Community Building or Replace Community Building or · Community Building - New Roof/Paint · Community Building - Surrounding Site Drainage Improvements · Community Building - Provide Entry Ramp · Community Building - Interior ADA Improvements • Replace Restroom or · Restroom - New Roof/Wood Repairs · Restroom - Surrounding Site Drainage Improvements · Restroom - Mechanical Ventilation System · Restroom - ADA Improvements 			\$ 107,000	\$ 200,000	\$ 878,000	\$ 5,000
	Discovery Sports Complex: <ul style="list-style-type: none"> • Geotechnical Soil Survey - Drainage • Soccer Fields Convert to Synthetic • Installation of Lights at New Synthetic Fields • Bullpens 			\$ 112,500		\$ 5,550,000	\$ 1,000

Capital Improvement Projects

Five Year Projection

Public Facilities

Account No.	Project Description	Carryover	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
	Furman Park: <ul style="list-style-type: none"> • Turf/Irrigation Renovation; Level Field • Parking Lot Renovation • Parking Lot - Handicap Stall Accessible Ramp/Entry - Access Redesign • Field Lighting • Pathway Lighting • Sports Fields: Backstops, Bleachers • Improve Second Small Ball Field to Match Existing Community Center or <ul style="list-style-type: none"> • Repair/Remove Decorative Beams • Renovate Activity Room/Kitchen • North Museum Building - Adjacent Site Grade/Drainage • South Multipurpose Building - Adjacent Site Grade/Drainage • West Classroom Building - Adjacent Site Grade/Drainage • Add Child's Restroom to Day Care • Restroom - ADA Improvements 			\$ 133,000	\$ 76,500	\$ 6,701,500	\$ 26,500
	Golden Park: <ul style="list-style-type: none"> • Turf/Irrigation Renovation • Renovate Group Picnic • Parking Lot Renovation Plaza <ul style="list-style-type: none"> • Community Building - Adjacent Site Grade/Drainage Improvements • Community Building - Trellis Post Replacement • Parking Lot - Handicap Stall Accessible Ramps • Plaza Ramp ADA Redesign • Westerly Access ADA Redesign • Restroom - Minor ADA Improvements 			\$ 163,000	\$ 340,000	\$ 1,500,000	

Capital Improvement Projects

Five Year Projection

Public Facilities

Account No.	Project Description	Carryover	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
	<ul style="list-style-type: none"> • Better Field Lighting • Storage Space for Sports 						
	Independence Park: <ul style="list-style-type: none"> • Turf/Irrigation Renovation • Parking Lot Renovation • Tennis Court Renovation • Playground Renovation • Storage Building - Adjacent Site Grade/Drainage • Improvements • Concession Building - Paint • Tennis/Skate Park Building - Replace Exterior Wood • Trellis Members • Pathway Redesign - ADA Improvements • Replace Existing Restroom 			\$ 39,000	\$ 313,000	\$ 1,878,000	\$ 3,000
	Rio San Gabriel Park: <ul style="list-style-type: none"> • Slurry Pico Vista Parking Lot • Renovate Volleyball to Sand • Ball Field Restroom - New Roof/Paint • Ball Field Restroom - ADA Improvements • Storage Building - Adjacent Site Grade/Drainage Improvements • Restroom Building - New Roof • Remove Community Building or • Community Building - New Roof • Community Building - Paint • Community Building - Window Frames • Community Building - Brick Veneer • Handicap Stall Ramps/Pathway Improvements 			\$ 183,702	\$ 5,000	\$ 1,500	\$ 21,500

Capital Improvement Projects

Five Year Projection

Public Facilities

Account No.	Project Description	Carryover	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
	Treasure Island Park: <ul style="list-style-type: none"> • Upgrade irrigation • Handicap Parking Path Redesign 			\$ 50,500	\$ 4,500	\$ 8,000	
	Wilderness Park: <ul style="list-style-type: none"> • Pond Renovation • Irrigation Upgrade • Community Building-Redesign Interior • Community Building Handicap Parking Ramp/Path Redesign • Secondary Parking Handicap Parking Ramp Redesign/Slurry Improvements • South Restroom ADA Improvements • Group Picnic Renovation—Concrete Pad Expansion • Develop Dog Park 			\$ 510,803	\$ 43,000	\$ 303,000	\$ 733,000
	Library - Book Restoring Area Improvements				\$ 25,000		
	Civic Theatre - Patio Improvements				\$ 75,000		
	Apollo Gym - Administrative Office Improvements				\$ 12,000		
	Apollo Gym - New Surveillance System				\$ 6,500		
	Maintenance Yard - Install New Air-Conditioning Unit in Office				\$ 20,000		
	Columbia Memorial Space Center - Accessibility Improvements				\$ 300,000		
	Maintenance Yard - Main Building Roof Replacement				\$ 75,000		

Capital Improvement Projects

Five Year Projection

Public Facilities

Account No.	Project Description	Carryover	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
	Maintenance Yard - Install Solar Roof Panels to Main Building				\$ 300,000		
	Fire Station 1 - Concrete Improvements				\$ 100,000		
	Fire Station 3 - Concrete Improvements				\$ 100,000		
	Fire Station 3 - Access Control Gate				\$ 25,000		
	Fire Station 4 - Access Control Gate				\$ 25,000		
	Civic Center - Block Wall Water Sealing				\$ 100,000		
	Columbia Memorial Space Center - Repainting Interior/Exterior of Buildings				\$ 60,000		
	Repave Downtown Parking Lot (north of 2nd, east of Downey Avenue)				\$ 120,000		
	Civic Center - Repaint Stucco and Trim of Police Station, City Hall, Library, and Civic Theatre				\$ 110,000		
	City Hall - Skylight Replacement				\$ 47,000		
	City Hall - 3rd Floor Carpet Replacement				\$ 50,000		
	City Hall - 1st and 2nd floors and Elevator Carpet Replacement				\$ 100,000		
	Police Station - Repaint Interior Walls				\$ 15,000		
	Police Station - Carpet Replacement				\$ 100,000		

Capital Improvement Projects

Five Year Projection

Public Facilities

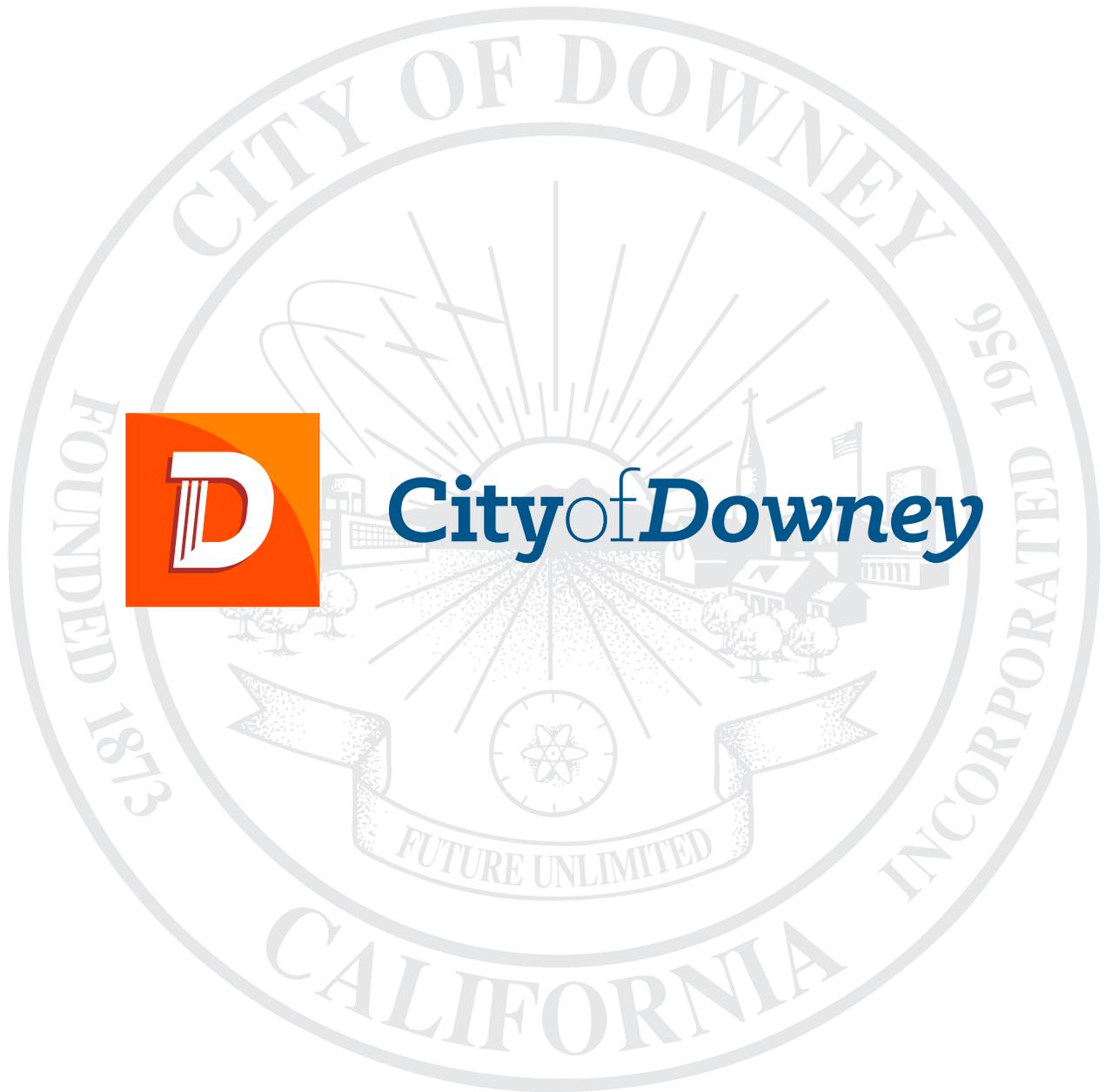
Account No.	Project Description	Carryover	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
	City Library - Carpet Replacement (adult and teen section plus children's section)				\$ 15,000		
	City Library - Carpet Replacement (office areas)				\$ 15,000		
	City Library - Paging System				\$ 10,000		
	City Library - Repaint Interior Walls				\$ 25,000		
	Citywide Facilities - HVAC Unit Replacements					\$ 300,000	\$ 300,000
	Rebuilding of Columbus/Downey Adult School - East Ballfields					\$ 130,000	\$ 130,000
	City Hall - Repurpose Existing Break and Training Rooms					\$ 15,000	\$ 15,000
	Maintenance Yard - Replace Street Section Warehouse					\$ 300,000	\$ 300,000
	Maintenance Yard - Add Storage Building					\$ 75,000	\$ 75,000
	Maintenance Yard - Add Additional Office Space					\$ 15,000	\$ 15,000
	Maintenance Yard - Repaint Interior/Exterior of Main Building					\$ 10,000	\$ 10,000
	Civic Theatre - Loading Dock Improvements					\$ 300,000	\$ 300,000
	Fire Station 3 - Commercial Kitchen Improvement					\$ 70,000	\$ 70,000
	Fire Station 1 - Building and Gate Improvements					\$ 70,000	\$ 70,000

Capital Improvement Projects

Five Year Projection

Public Facilities

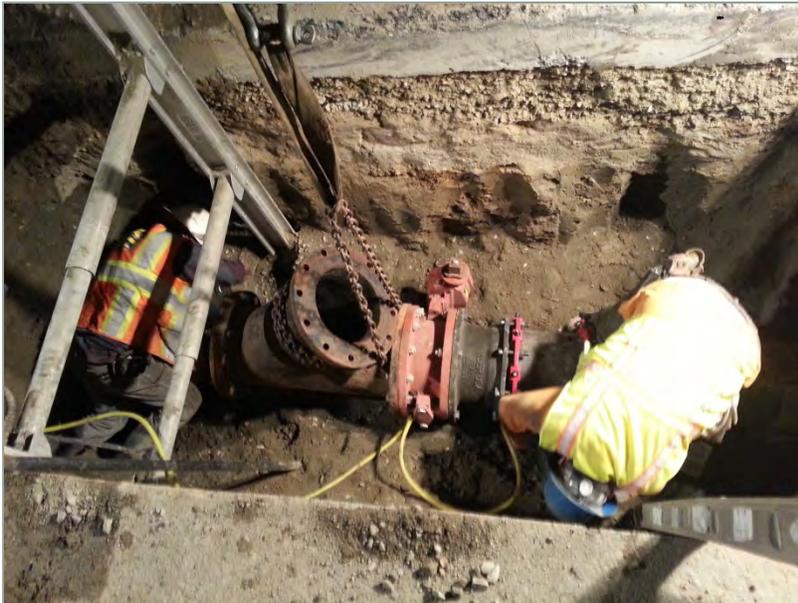
Account No.	Project Description	Carryover	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
	Repaint Fire Tower					\$ 15,000	\$ 15,000
	Fire Station 4 - Repaint Interior/Exterior of Building					\$ 30,000	\$ 30,000
	Columbus High School Fields: <ul style="list-style-type: none"> • Convert Soccer Fields to Synthetic • Install Lights at Synthetic Fields • Install Lights at Softball Field 					\$ 5,100,000	
	Temple Park: <ul style="list-style-type: none"> • Turf/Irrigation Renovation 					\$ 225,000	
Public Facilities Total			\$ 4,407,400	\$ 3,911,562	\$ 2,845,500	\$ 28,196,417	\$ 2,149,000



Capital Improvement Projects

Water Utilities

Each year, the City's aging water infrastructure is reassessed against current policies and programs in order to prioritize and develop a list of water rehabilitation and replacement projects necessary to continue providing high quality, reliable water service. The following Water Utility Capital Improvement Projects (CIPs) represent the FY 2015-16 funding necessary for the planning, design, construction, and administration of potable and recycled water distribution and supply system improvement projects necessary to continue meeting the demands of the City's water customers into the future.



Capital Improvement Projects

Five Year Projection

Water Utilities

Account No.	Project Description	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
18606	Civic Theatre - Construct Additional Front Office	\$ 200,000	\$ 150,000	\$ 15,000	\$ 200,000	\$ 200,000
18642	Civic Theatre - Box Office Area Lighting Improvements	\$ 250,000	\$ 250,000	\$ 7,000	\$ 250,000	\$ 250,000
18647	Civic Theatre - Lobby Upgrade	\$ 100,000		\$ 8,000		
18654	Citywide Facilities - HVAC Unit Replacements	\$ 675,000	\$ 150,000	\$ 300,000	\$ 150,000	\$ 150,000
18655	Transmission System Valve Replacement	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
18665	New Water Well	\$ 4,000,000	\$ 4,000,000			
18666	Well/Yard Site Security	\$ 50,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
18674	Water Infrastructure Rehabilitation	\$ 3,625,000		\$ 50,000	\$ 50,000	\$ 50,000
Total Water Utilities		\$ 9,000,000	\$ 4,750,000	\$ 580,000	\$ 850,000	\$ 850,000

Capital Improvement Projects

Sewer & Storm Water

As with the City's water infrastructure, the City's sanitary sewer and storm water collection system rehabilitation and replacement needs are compared against current policies and programs on an annual basis in order to prioritize and develop a list of projects necessary to continue providing high quality, reliable sanitary sewer and storm water collection service. The following Sewer and Storm Water Capital Improvement Projects (CIPs) represent the FY 2015-16 funding necessary for the planning, design, construction, and administration of sanitary sewer and storm water system improvement projects necessary to continue meeting the sewer collection and storm water runoff demands of the City's customers into the future and to help ensure compliance with State Water Resources Control Board storm water and urban runoff regulations and other regulatory requirements of these wastewater collection systems.



Capital Improvement Projects

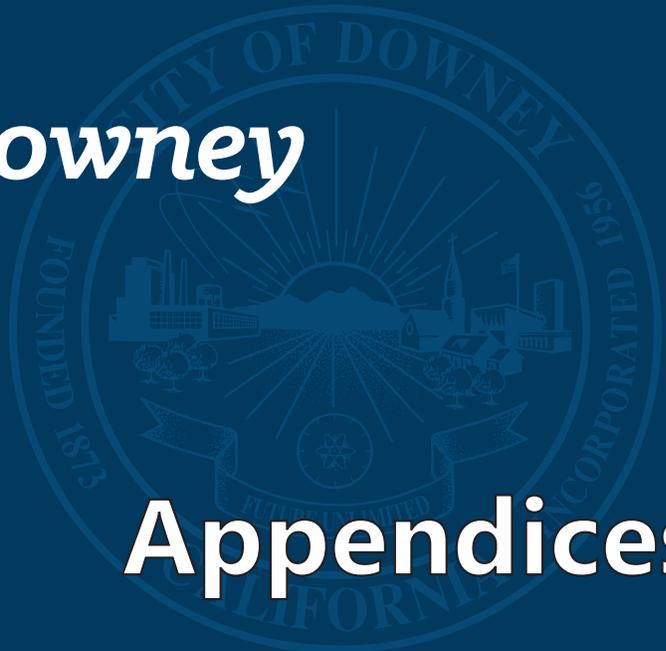
Five Year Projection

Sewer & Storm Drains

Account No.	Project Description	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
13944	Storm Drain Repair (Mtd)	\$ 150,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
13983	Pollution Discharge Elimination System	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
13999	Sewer Main Rehab & Repair	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
14010	Sewer Video Assessment	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
14011	Refurbish Storm Drain Lift Station	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
14012	Catch Basin Inserts	\$ 100,000	\$ 100,000			
14014	Blandwood Rd & True Av Sewer Lift Sta Replcmnt	\$ 1,045,000				
Total Sewer & Storm Drain		\$ 2,260,000	\$ 1,140,000	\$ 1,040,000	\$ 1,040,000	\$ 1,040,000



City of Downey



Appendices

Budget Practices & Calendar - Forecasting of
General Fund Revenues & Expenses - Fiscal Policies
Glossary of Terms - Budget Resolution



Appendix A

Budget Practices

The City's budget is a reflection of City policies, goals, and priorities. The fiscal policies adopted by the Council provide the framework for the City's budget development, and include:

1. Focusing on the long-term fiscal health of the City.
2. Building a prudent reserve;
3. Developing long-term strategies to reduce unfunded liabilities;
4. Controlling labor costs while minimizing layoffs;
5. Allocating one-time revenue for one-time expenses;
6. Requiring enterprise and grant funds to balance and new programs to pay for themselves; and
7. Any new expenditure requiring either additional revenue or expenditure reductions.

Budget Development Process - Overview

The budget process assigns resources to the goals, objectives, and community priorities set by the City Council. New programs are added based on Council service and program priorities. Under the City Charter, the City Manager prepares and recommends to the City Council an operating budget and a capital improvements budget for consideration and adoption.

The annual budget cycle begins in January with the development and adoption of the City Council's priorities and goals for the upcoming fiscal year. Subsequently, budget development instructions, including policy directives, are prepared for staff. Next, a budget development calendar is prepared and presented to Council for the budget preparation. The Department heads meet with the City Manager and Finance Director to reviews and evaluate the baseline budgets and the supplemental requests, with the purpose of fulfilling City Council goals and objectives, improving management effectiveness and service delivery, or increasing productivity.

The City Manager then develops a balanced budget proposal for submission to the Budget Subcommittee. Following recommendations from the Budget Subcommittee, the Mayor and City Council are presented with the City Manager's balanced budget proposal at a budget workshop in late May or early June of each year. Copies of the City Manager's Proposed Budget are also distributed to all City Departments, and are made available to the general public through the City's website prior to the budget workshop. Through Council authorization, a budget hearing date is set in June.

With the budget workshop and the formal public hearing for adoption, the City Council has held at least 2 formal public meetings regarding the budget. Budget amendments are considered for incorporation into the proposed budget prior to the formal budget adoption. The Council adopts the budget by June 30 with the passage of a resolution following a public hearing noticed in the appointed adjudicated newspaper. A separate resolution is set with the annual appropriations limit and a third resolution sets the fees for the fiscal year.

Throughout the year, supplemental appropriations can be approved through minute action or a resolution approved by a simple majority vote of the Council. With the exception of transfers between personnel costs and operations/services costs, the City Manager is authorized to transfer amounts

Appendix A

Budget Practices

between or within departments or programs within any fund. The Council must approve any transfer which alters the total appropriations on any fund.

The budget is intended to be a flexible document representing revenue and expenditure data. The current document presents audited actual data for FY 2013 and FY 2014, the adopted and year-to-date budget figures for FY 2015 and the adopted figures for 2016.

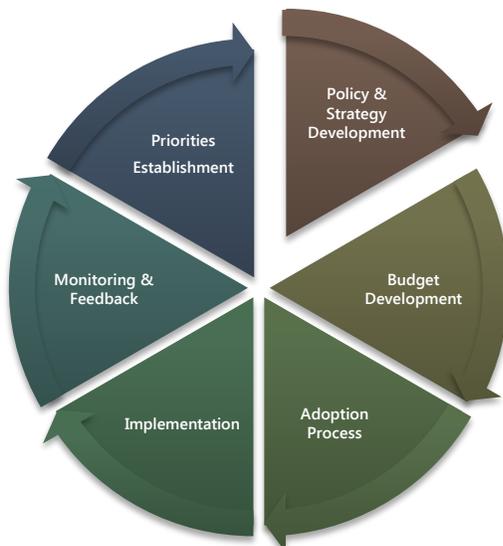
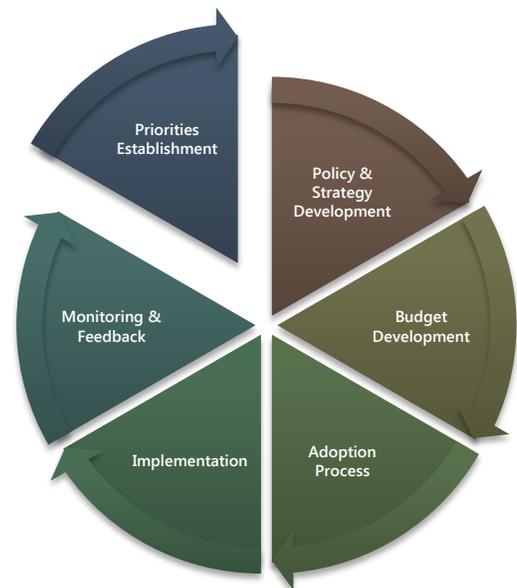
Budget Timeline

The budget for the City of Downey is designed to serve four major purposes:

- Comply with legal requirements for contract law cities in the State of California;
- Provide an operations guide for administrative staff in the management and control of fiscal resources;
- Present the City's financial plan for the ensuing fiscal year, itemizing projected revenues and estimated expenditures; and
- Be a resource to citizens who wish to understand the operations and costs of City services.

The budget calendar can be divided into several overlapping phrases.

Priorities Workshop, the first phase, is the process undertaken by the City Council, in which Council enumerates ongoing programs, new concerns and marquee initiatives, and begins to prioritize each of these policy-level decisions for potential inclusion in the upcoming fiscal year budget.



In the **Policy/Strategy Development** phase, the City Management Team uses the Council's key policy issues to determine staff objectives that must be accomplished in order for the City to achieve its long-range strategic goals.

January-February: As part of the mid-year budget and work plan review, Council approves various program funding increases and staffing level changes that provide direction and focus for development of the upcoming budget. Finance staff develops revenue

Appendix A

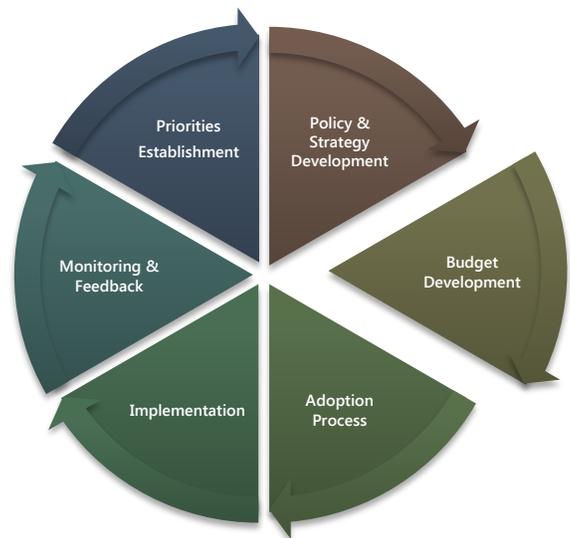
Budget Practices

projections, operating allocations and initial staffing costs. Management meetings are held to discuss the overall economic outlook for the coming year, short and long term constraints and opportunities available to the City, implementation of goals, cross-departmental projects, etc.

In the **Budget Development** phase, Department Directors and Division Managers develop budgets that meet work plan and program objectives. Division budget requests are divided between regular costs, which fund existing levels of service (adjusted for inflation) and new requests for resources to undertake new projects. Departments present their requested budget, work plan and program objectives to the City Manager. Requests are reviewed to ensure that they meet the City needs and Council's priorities while maintaining the fiscal integrity of the City.

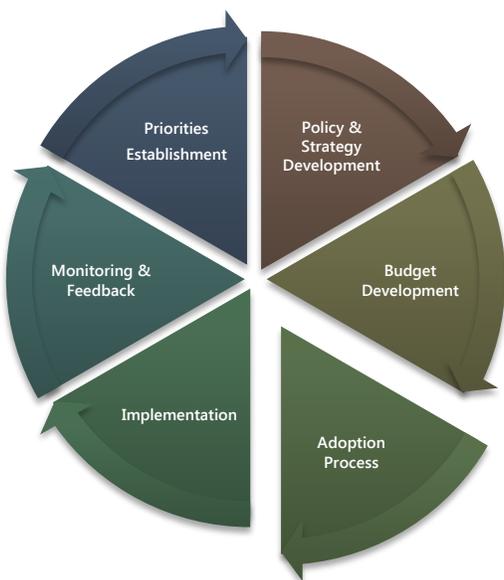
March-April: Divisions submit Operating Budget and Capital Project Requests to Finance. Finance Department provides City Manager with comprehensive budget requests, preliminary figures and outline of significant issues. Departments meet with City Manager and Finance to discuss and revise budget and update narratives.

May-June: City Manager and Finance Department resolve any shortfalls between proposed expenditures and proposed revenues. The Preliminary Budget, which includes the City Manager's recommended budget is finalized and presented to the Budget Subcommittee, the City Council at a budget workshop, and to the public in printed document form and on the City's website.



In the **Budget Adoption** phase, Council and the public review the recommended budget, to see how each Department has incorporated Council's long-term goals and objectives into its work plan. The public has the opportunity to comment on the budget and request revisions. Council reviews priorities and ensures the budget is balanced and meeting the needs of the City, then approves the Budget.

June: At the next regular City Council meeting following the Budget Workshop, the budget is presented to Council, major issues facing City are discussed and the Council and public has the opportunity to ask questions and comment.

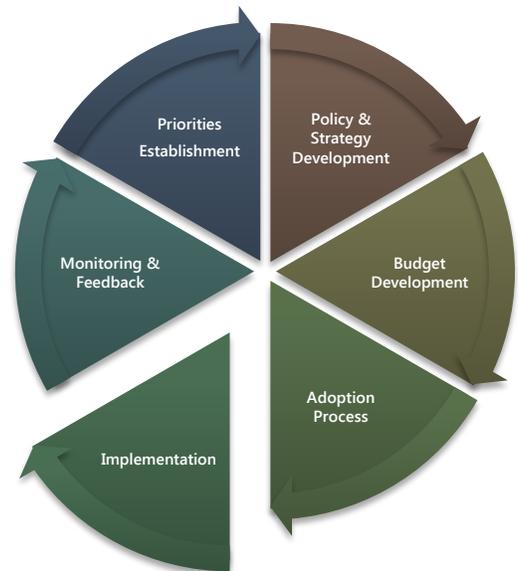


Appendix A

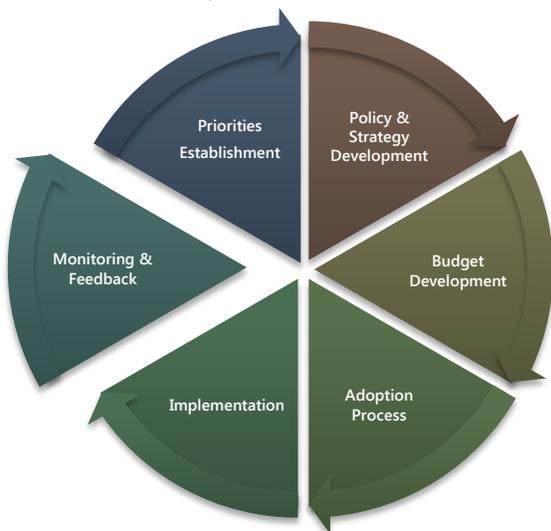
Budget Practices

In the **Implementation** phase, any Council changes to the preliminary budget are incorporated into the final budget document. The document is then distributed to the public via the City's website or in hard copy by request to the City Clerk.

July-August: The Finance Department posts the Approved Budget in City's financial software system. The City uses Encumbrance Accounting to designate funds for purchase orders, contracts and other commitments, until actually expended. Encumbered funds for products and services approved in the prior year but not yet received or completed are carried over into the new fiscal year's budget upon request by each Department, but the related budget authority is subject to re-appropriation by the City Council. Prior year unexpended funds for capital projects are also rolled over to the new fiscal year. The Approved Budget is printed and posted on the City's website.



In the **Monitoring & Feedback** phase, emailed monthly reports as well as online, on-demand reports provide Department Directors and Division Managers information regarding their actual expenditure amounts (monthly and year-to-date), along with their approved budget. These reports also show the total amount of encumbered funds and calculate the remaining unobligated budget. The City's accounting software allows staff to view and print detailed budget and expenditure reports whenever necessary. Making financial information readily available, when combined with the City's fiscal policies and internal controls, enables Departments to be accountable for budget compliance throughout the year.



During the year, the budget is amended as necessary to meet the needs of the City. The City Council has the legal authority to amend the budget at any time. The City Manager has the authority to make administrative adjustments to the budget as long as those changes will have neither a significant policy impact nor affect budgeted year-end fund balances (fund level of budget control).

The budget is reviewed in January of each year and a formal update presented to Council in February. The main considerations are the accuracy of the revenue and expenditure projections and review of the continued

appropriateness of the work plans. Adjustments in any area can be brought to Council for consideration and adoption.

Appendix A

Budget Practices

Appropriation Authority and Amendment

The City Council adopts the budget by June 30 with the passage of a resolution following a public hearing. A separate resolution sets the annual appropriations limit, and a third resolution sets the fees for the fiscal year.

Throughout the year, supplemental appropriations can be approved through the adoption of a resolution approved by a simple majority vote of the Council. With the exception of transfers between personnel costs and operations/services costs, the City Manager is authorized to transfer budgeted amounts between or within departments or programs within any fund. The Council must approve any transfer that alters the total appropriations on any fund.

Encumbrances

Encumbrance accounting is used to designate funds for purchase orders, contracts and other commitments until actually expended. Encumbrances outstanding at year-end are carried into the next fiscal year, but the related budget authority is subject to re-appropriation by Council.

The Budget as a Living Document

The budget is intended to be a flexible document representing revenue and expenditure data. The current document presents audited actual data for FY 2013 and FY 2014, the adopted and year-to-date budget figures for FY 2015 and adopted figures for FY 2016.

Appendix A

Budget Practices

FY 2015-16 Budget Calendar

Task/Milestone	Who	Due dates
Distribute Budget Material Packet to Departments	From Finance	1/28/15
Budget Training at Council Chamber (two sessions - 10 a.m. & 3 p.m.)	All Department Budget Contacts	2/12/15
New and Replacement Equipment Requests Submitted	To Juddy Montenegro	2/17/15
Equipment Rental Rates, City Hall Rent and Liability Insurance Rates Released	From Finance to Departments	2/24/15
Capital Projects Input Training – 10 AM	All Departments with Capital Improvement Projects	2/24/15
Capital Projects Request Submitted to Public Works Department	All Departments must enter CIP Projects into //pwgis System	2/27/15
Budget Expenditure Input in EDEN by Departments	To EDEN	3/6/15
Program Budget narratives and Detail Submitted to City Manager's Office	To Maria Rivas	3/6/15
Capital Improvement Project (CIP) Budget & Project Description Summary for Budget Document Submitted from Public Works	To Maria Rivas	3/16/15
Position Change Request	To Maria Rivas	3/16/15
Review Preliminary Expenditure Request	Finance Director	3/23/15
City Manager Budget Review Sessions with Departments <i>Departments to submit their Budget Request to the City Manager three (3) days prior to your scheduled meeting.</i>	Department Head/City Manager (to be scheduled individually)	3/23/15- 3/31/15
City Council Priority Review	City Manager/Department Heads	4/02/15
Revision to Budget Narratives and Detail to City Manager's Office	To Maria Rivas	4/06/15
Council Budget Sub-Committee Review Session	City Manager/Finance Director/Sub-committee	5/08/15
Department PowerPoint Slides – Template will be made available in April 2015	To Judy Montenegro	5/12/15
Council Budget Workshop at Council Chamber	City Manager/Department Heads/City Council	5/12/15
Final Budget Approval	City Council	06/24/2014

Appendix B

Forecasting of General Fund Revenues and Expenditures

The City's General Fund is the sole focus of the 2016-2021 financial outlook. Approximately 66% or two thirds of the city's General Fund revenues consist of three revenue sources: Property Tax, Sales Tax and Utilities Users Tax. Other General Fund revenues include Business License Tax, Franchise Tax, Building and Planning Permits, Charges for Services, Ambulance Service Delivery Fee and Other Revenues.

While approximately 63% of the General Fund Expenditures are for public safety which includes Police and Fire. The rest is for all other departments combined.

The 2016-2021 outlook forecasts General Fund revenues and expenditures for the next five years.

	ESTIMATED	BUDGET	PROJECTED REVENUES				
	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
Property Tax	\$22,235,000	\$23,645,000	\$24,117,900	\$25,600,258	\$26,112,263	\$26,765,070	\$27,434,196
Sales Tax	\$17,509,000	\$18,841,000	\$18,034,270	\$19,375,298	\$20,053,434	\$20,855,571	\$21,689,794
Utility User	\$7,510,000	\$7,805,000	\$7,961,100	\$8,120,322	\$8,282,728	\$8,448,383	\$8,617,351
Transfers In/ Other Revenues	\$24,208,756	\$25,528,978	\$25,784,268	\$26,042,110	\$26,302,532	\$26,828,582	\$27,365,154
TOTAL GENERAL FUND REVENUES	\$71,462,756	\$75,819,978	\$75,897,538	\$79,137,989	\$80,750,957	\$82,897,606	\$85,106,495
	ESTIMATED	BUDGET	PROJECTED EXPENSES				
	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
MISC Salary Cost	\$8,860,630	\$8,276,563	\$8,442,094	\$8,610,936	\$8,783,155	\$8,958,818	\$9,137,994
MISC PERS Costs	\$1,800,420	\$1,878,548	\$1,925,512	\$1,960,171	\$1,997,414	\$2,035,365	\$2,035,365
MISC Other Benefit Costs	\$2,855,920	\$3,723,593	\$3,835,301	\$3,950,360	\$4,068,871	\$4,190,937	\$4,316,665
Misc Other Operating Costs/ Transfers Out	\$15,408,781	\$18,142,779	\$16,005,635	\$16,325,747	\$16,652,262	\$16,985,307	\$17,325,014
SUBTOTAL	\$28,925,751	\$32,021,483	\$30,208,541	\$30,847,214	\$31,501,702	\$32,170,427	\$32,815,038
Public Safety Salaries	\$25,385,013	\$25,863,637	\$26,510,228	\$27,172,984	\$27,852,308	\$28,548,616	\$29,262,331
Public Safety PERS Costs	\$8,093,721	\$9,495,593	\$9,884,912	\$10,181,460	\$10,476,722	\$10,791,024	\$10,791,024
Public Safety Other Benefit Costs	\$6,920,477	\$5,040,307	\$5,191,516	\$5,347,262	\$5,507,680	\$5,672,910	\$5,843,097
Public Safety Other Operating Costs	\$4,624,721	\$5,873,735	\$5,991,210	\$6,111,034	\$6,233,255	\$6,357,920	\$6,485,078
SUBTOTAL	\$45,023,932	\$46,273,272	\$47,577,866	\$48,812,739	\$50,069,964	\$51,370,469	\$52,381,530
TOTAL GENERAL FUND EXPENDITURES	\$73,949,683	\$78,294,755	\$77,786,407	\$79,659,953	\$81,571,666	\$83,540,896	\$85,196,568
SURPLUS OR DEFICIT	\$(2,486,927)	\$(2,474,777)	\$(1,888,870)	\$(521,964)	\$(820,710)	\$(643,291)	\$(90,073)
BEGINNING FUND BALANCE	\$ 34,609,055	\$ 32,122,128	\$ 29,647,351	\$27,758,481	\$27,236,517	\$26,415,807	\$25,772,517
ENDING FUND BALANCE	\$32,122,128	\$29,647,351	\$27,758,481	\$27,236,517	\$26,415,807	\$25,772,517	\$25,682,443

Appendix C

Fiscal Policies

I. WE WILL COMPLY WITH ALL THE REQUIREMENTS OF GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP).

This policy is self-explanatory. We sometimes hear stories of how public or private entities use “creative accounting” to paint a more positive picture than might really exist. We will always conduct our financial affairs and maintain our records in accordance with GAAP as established by the Government Accounting Standards Board to maintain accuracy and public confidence in our financial reporting systems.

II. WE WILL MAINTAIN A BALANCED OPERATING BUDGET FOR ALL GOVERNMENTAL FUNDS, INSURING THAT ONGOING REVENUES ARE EQUAL TO OR GREATER THAN ONGOING EXPENDITURES.

General Fund

This policy requires that in any given fiscal year we adopt a balanced operating budget where operating revenues are equal to, or exceed, operating expenditures. As defined in Appendix D, a balance budget means expenditures are equal to revenues. This “pay as you go” approach mandates that any increase in expenses, decrease in revenues, or combination of the two that would result in a budget imbalance will require budget revision, rather than spending unappropriated surpluses or designated reserves to support ongoing operations. Any year end operating surpluses will revert to unappropriated balances for use in maintaining reserve levels set by policy and the balance will be available for one time or limited term expenditures including Capital Projects.

Special Revenue Funds

In the Special Revenue Funds we recommend formal adoption of our current balanced budget policy, as long as it does not interfere with legal or grantor requirements. Balances in these funds are either committed to approved projects or are to be applied to projects or programs within Federal, State, and County guidelines. In some cases, the funds could be used to meet some of the needs on the Capital Projects list.

Capital Project Funds

The resources of the Debt Service Funds are legally designated for, and restricted to, payment of long-term debt. Capital Project Funds will be utilized to account for projects funded through debt. Our current reserving policy should be maintained.

Appendix C

Fiscal Policies

III. WE WILL REQUIRE THAT ALL PROPRIETARY FUNDS BE SELF-SUPPORTING.

Enterprise Funds

The Enterprise Funds or City districts should be supported by their own rates and not subsidized by the General Fund other than special benefit zones designed to enhance public/private partnerships. We will assess charges against those funds at a reasonable rate for services provided by General Government. The annual budget shall include a reserve for replacement costs.

Internal Service Funds

The City will continue its current policy of funding the Internal Service Fund.

IV. WE WILL MAINTAIN AN APPROPRIATED GENERAL FUND WORKING RESERVE EQUIVALENT TO 20% OF THE GENERAL FUND BUDGET AND AN APPROPRIATED EMERGENCY RESERVE EQUIVALENT TO 5% OF THE GENERAL FUND BUDGET.

General Fund

Unforeseen developments and crises may occur in any given budget year. Monies in this reserve can be used for myriad situations, including:

- Revenue shortfall;
- Increase in demand for a specific service;
- Legislative or judicial mandate to provide a new or expanded service or program;
- One-time Council approved expenditure;
- Unexpected increase in inflation (CPI);
- Favorable markets for capital expenditures.

In an effort to ensure the continuance of sound financial management of public resources, we recommend a General Fund unappropriated balance of 20%. This reserve will cover a large number of situations. For example, such a reserve will allow the City to maintain a high level of quality service in times of a depressed economy.

Additionally, the reserve allows the Council to have the fiscal latitude to finance a one-time expenditure or the ability to maintain our commitment to social programs while we develop a plan to reduce expenses.

Appendix C

Fiscal Policies

The 20% reserve figure is recommended specifically because we believe that this is the minimal level necessary to provide a measure of protection in the event that the General Fund experiences a major loss of revenue, or an unexpected major increase in expenditures. It is important to remember that such reserves would be available only as a temporary revenue source to be used while an orderly financial plan for cost reduction or revenue enhancement is developed. Generally speaking, a 20% reserve should ensure that there are enough funds to keep the City operating for at least three months.

General Fund Emergency Contingency

In addition to the 20% unappropriated General Fund reserve, we recommend maintaining a 5% designated emergency contingency reserve. This reserve will cover such major disasters as fires, floods, and earthquakes.

Our proposed policies set specific target levels at percentages of General Fund budget levels. For example, if the General Fund budget for a year were \$30,000,000 (salaries and benefits, material, service and supplies, and capital outlay), we would have a target percentage of that amount (20% and 5%), or \$7,500,000 to be set aside and maintained. Reserves, if drawn down, will be replenished first out of operating surpluses, if any, and second out of unappropriated balances as an interim measure until expenditure levels versus reserves are brought into balance.

Special Revenue Funds

We recommend the continuation of reserve levels at 5% of the operating budget for these funds as long as they do not interfere with legal or grantor requirements. The following special revenue funds would be exempted from this due to grantor requirements: CDBG (Federal Funds) and the Air Quality Fund.

Debt Service Reserve Funds

We recommend that reserve levels be established as prescribed by the bond covenants adopted at the time of issuance of debt.

Enterprise Funds

We recommend the continuation of reserve levels at 5% of the operating budget for these funds. This working capital reserve would provide sufficient time to allow the City to react and adopt a plan to deal with adverse economic circumstances. Additionally, a Capital Improvement and Replacement Reserve will be evaluated for each Operation and Enterprise.

Appendix C

Fiscal Policies

Internal Service Funds

We recommend the continuation of reserve levels which would allow the City to maintain this fund.

V. WE WILL ASSUME THAT NORMAL REVENUE INFLATION WILL GO TO PAY NORMAL INFLATION EXPENSES. ANY NEW OR EXPANDED PROGRAMS WILL BE REQUIRED TO IDENTIFY FUNDING SOURCES OR WILL BE OFFSET BY COST REDUCTIONS THROUGH CUTTING BACK OR ELIMINATING OTHER PROGRAMS.

Normal revenue growth i.e., increased amounts from existing sources, may not always increase at a rate equal to or faster than the expenses they support. As a result, we avoid using such revenue as start-up money for new projects or programs that have ongoing costs. Increases in service levels should be supported by new revenue sources or reallocation of existing resources. If normal revenue inflation does not keep up with expense inflation, we will decrease expenses or seek new revenues. If long-term revenues grow at a rate faster than expense inflation we can consider expanding service levels accordingly.

VI. WE WILL MAINTAIN A LONG-RANGE FISCAL PERSPECTIVE THROUGH THE USE OF A FIVE-YEAR CAPITAL IMPROVEMENT PLAN AND REVENUE FORECAST.

A long-range financial perspective is recommended to provide a more comprehensive and thorough overview of the Council's long-term financial goals. Components of this plan include the five year Capital Improvement plan supported by reserve analysis. This approach will span a greater length of time than existing analytical practices and will be supported by historical data for comparative and projection information. This plan will allow Council to ensure that all assumptions with respect to revenues, expenditures, and fund balances are in line with its financial policies and goals.

The five year Capital Improvement plan will incorporate all capital projects, improvements, and high cost maintenance. High cost maintenance will include the City's pavement maintenance master plan. This five year Capital Improvement plan will be funded by a variety of means including cash basis and long-term debt. The City, by developing this plan, is making a commitment to reinvest in its infrastructure.

Appendix C

Fiscal Policies

VII. MAJOR CAPITAL IMPROVEMENTS OR ACQUISITIONS WILL BE MADE USING LONG-TERM FINANCING METHODS, RATHER THAN OUT OF OPERATING REVENUE.

The traditional method by which a local government obtains funds for Capital Improvements has been to issue long-term debt instruments such as municipal bonds, which mature 20 to 30 years from the date of issuance. In general, a municipal bond issue's maturity should approximate the useful life of the asset being financed.

Long-term needs should be financed, as much as possible, with long-term debts, grants and special revenues.

We recommend matching financing mechanisms to the goals and objectives established by fiscal policy.

For example, if a root pruning program is approved by the Council, staff will research what type of financing would best match the City's needs (i.e., special assessments will meet the objectives of a root pruning program because it allows the City to establish an assessment district benefit only to certain portions of the City). Long-term debt would be used to meet the objectives of raising funds for the proposed major capital outlay, such as the construction of a fire facility which would benefit the entire community, etc.

Specifically, we recommend that these general rules be used in determining what to finance and how:

- A. Capital projects of less than \$100,000 should be financed out of operating revenues.
- B. Projects in excess of \$100,000 or inter-related projects in excess of \$100,000 should be made a part of the 10 year needs assessment and 5 year capital plan, and all such projects should be grouped to allow effective use of financing mechanisms, bonds, co-ops, lease purchase, etc.
- C. Ongoing expenses related to Capital projects (e.g., maintenance and staffing costs) must be identified and the source of ongoing revenues to support those costs must be identified. Debt financing will not be used to support ongoing operating costs.

Appendix C

Fiscal Policies

VIII. WE WILL MAINTAIN SOUND BUDGETING PRACTICES INSURING THAT SERVICE DELIVERY IS PROVIDED IN AN EFFICIENT AND EFFECTIVE MANNER.

The policies and procedures listed here are specific to the development and administration of the annual operating budget. These policies have been assembled to facilitate the development and administration of the annual budget by reinforcing the concept of a balanced budget. The policy is designed to prevent over-expending of the budget, and rewarding cost effective approaches to service delivery.

Revenues

The City will strive to maintain a diversified and stable revenue stream to minimize the impact of short-term fluctuation in any one revenue source.

The City will establish and maintain a process for reviewing and analyzing each major revenue source to ensure that receipts are maximized.

Whenever practicable, revenue sources will be designed or modified to allow collections to grow at a rate which keeps pace with the cost of providing services.

Expenditures

Essential City services and programs designed to carry out elements of Council's established priorities will receive priority funding.

The City will strive to balance current year expenditures with current year revenues and will minimize the use of lease/purchase arrangements that obligate the City past the current year. Long-term debt will not be used to finance current operating expenditures.

The budget will provide for adequate maintenance of capital equipment and infrastructure. Replacement will be made according to a designated schedule developed by the Finance Department.

Department Accountability

During the course of the fiscal year, budget accountability rests primarily with the operating departments of the City. In accomplishing the programs and objectives for which the budget was authorized, department directors are responsible for ensuring that their respective budgets stay within the prescribed funding levels.

Appendix C

Fiscal Policies

Departments/Divisions are authorized to purchase only those commodities or services that have been approved for funding and all purchases will be made in accordance with the City ordinance and Administrative Regulations. For each assigned funding source, the department/division is obliged to stay within budget by each major expense category of personnel, operating, and capital. Within each of these three categories, the department/division should not exceed the available balance in the object code to be charged. The division/department head should ensure that a sufficient balance exists in another object code within the same expenditure category and within the same fund to offset the overrun.

A department should not use savings to purchase unbudgeted items or to cover overruns in capital expenditures, nor should any savings be used to increase appropriations to activities specifically limited by the City Council.

Budget Transfers

Transfers can be made at the department director's request as long as the funds being reallocated are within the same department and funding source.

The Finance Department has supportive roles in assuring budget accountability. Their responsibilities are as follows:

Accounting: To audit expenditures on a regular basis, and to advise departments in writing of any current or pending expenditure overruns of a significant amount.

Purchasing: To check that purchases are appropriate and charged to the proper account code and to forward any requisitions of a questionable nature to Budget for review.

Budget: To provide accurate expenditure reports to departments/divisions by the 15th working day of each month for the preceding month.

At any time during the fiscal year, to report to the City Manager any significant budget variance that cannot be reconciled with the division/department responsible for incurring the variance.

IX. WE WILL REQUIRE EACH APPROPRIATION ITEM TO INCLUDE A FISCAL IMPACT ANALYSIS PRIOR TO FORMAL AGENDIZING.

Throughout any budget year, there are many items brought before the City Council for consideration. The decisions they make on these items often require the expenditure of funds.

Appendix C

Fiscal Policies

If the decision results in approval of funds already appropriated in the budget, the fiscal impact is already known. But if the decision includes spending more than anticipated in the budget or requires a new appropriation, the fiscal impact needs to be thoroughly analyzed. To this end, we will require that all requests to Council for new or supplemental appropriations be accompanied by an analysis of the fiscal impact. The analysis should include:

- Amount of funds requested
- Source of funds requested
 - New revenue
 - Reallocation of existing revenue
 - New rates or fees
- Impact of request, as applicable
- Decrease in any activity to support other activities

X. WE WILL COMPLY WITH OUR DEBT POLICY BY NOT USING LONG-TERM DEBT TO PAY FOR CURRENT OPERATIONS.

The use of bonds or certificates of participation will only be considered for significant capital and infrastructure improvements.

The term of the debt shall never extend beyond the useful life of the improvements to be financed.

It is the City's goal to maintain investment grade rating of A+ from rating agencies. The factors that contribute to City's high rating include the City's strong financial management, low debt levels, budgetary and fiscal controls, and accountability. To support this policy, the city will continue to maintain its position of full financial disclosure and proactive financial planning.

Pursuant to State of California Government Code Section 43605, the City's legal bonded indebtedness shall not exceed 15% of the assessed value of all real and personal property in the City. This debt limit is applicable to general obligation bonds. This code section, however, does not apply to bonded indebtedness of the Downey Redevelopment Agency. As of June 30, 2013, the City had no bonded indebtedness against its debt limit of \$1,323,137,000. The City has no single, comprehensive debt policy statement.

Appendix C

Fiscal Policies

Accordingly, State law pertaining to local government debt and past City debt transactions serve as a de facto policy. The City's practice is not to obligate the resources of the General Fund for the purpose of financing long-term debt. General Fund resources are allocated toward the City's provision of basic municipal services, such as Public Safety, Parks and Maintenance, Library, Recreation & Community Services, and Citywide Administration.

The total indebtedness has been segregated below and summarized as to the changes there in during the Fiscal Year Ended June 30, 2013. This data contains audited numbers from the June 30, 2013 Comprehensive Annual Financial Report (CAFR).

There are a number of limitations and restrictions contained in the various bond indentures. The City is in compliance with all significant limitations and restrictions.

2005 Pension obligation bonds – \$18,925,000

2014 Lease Agreement (2002 COP refunded)

CITY OF DOWNEY COMPUTATION OF LEGAL DEBT MARGIN (dollars in thousands) JUNE 30, 2013	
Assessed Value For June 30, 2013	\$8,820,914
Debt Limit: 15 % of Assessed Valuation*	1,323,137
Amount Of Debt Applicable To Debt Limit Total Bonded Debt	\$0
Legal Debt Margin	\$1,323,137
Percent Of Legal Debt Limit Authorized	0.00%

*The Legal Debt Limit of 15% is established by California Code Section 43605.
SOURCE: L.A. County Assessor 2012-13 Combined Tax Rolls

Appendix D

Glossary of Terms

A

Accrual Accounting

Accounting method that records revenues and expenses when they are incurred, regardless of when cash is exchanged.

Ad Valorem (according to the value)

Taxes imposed at a rate based on percent of value. Property taxes are ad valorem taxes.

Americans with Disabilities Act (ADA)

Federal legislation which mandates elimination of discriminatory treatment of persons who have physical or mental disabilities.

Appropriation

Legal authorization by the City Council to make expenditures and to incur obligations for specific purposes.

B

Balanced Budget

A budget is balanced when current expenditures are equal to current revenues.

Bonds

A way of raising capital or borrowing that involves a written promise to pay specific amounts, including interest, on specific dates.

Budget

The financial plan for the operation of a program or organization which includes an estimate of proposed expenditures for a given period and the proposed means of financing those expenditures. The City has adopted an operating financial plan for one year and a five year capital projects work plan, with actual appropriations made annually.

C

City Manager's Transmittal Letter

A general outline of the proposed budget which includes comments regarding the government's financial status at the time of the message, and recommendations regarding the financial policy for the coming period.

CAFR (Comprehensive Annual Financial Report)

A report on the financial operations of the City prepared in accordance with generally accepted accounting principles (GAAP) as set forth in the pronouncements of the Governmental Accounting Standards Board (GASB) and the Financial Accounting Standards Board.

Capital Expenditures

An acquisition or an improvement (as distinguished from a repair) that will generally have a life of five years or more. The City of Downey's Operating Budget defines "Capital" as acquisitions costing \$5,000 or more.

Capital Improvement Program (CIP)

Work which builds or improves City owned assets such as buildings, parks, streets, and other infrastructure components. Capital projects often span more than one fiscal year, utilizing funding sources which may include long term debt as well as current resources.

Capital Outlay

Fixed assets which have a value of \$5,000 or more and have a useful economic lifetime of more than one year.

Contractual Services

Services other than those rendered by employees, such as contractual arrangements and consultant services which may be required by the City.

Appendix D

Glossary of Terms

D

Depreciation

A noncash expense that reduces the value of an asset as a result of wear and tear, age, or obsolescence.

E

Expenditures

The cost of goods received or services rendered for the government unit. Expenditures are charged against an appropriation when incurred, not when paid.

F

Fiduciary

Trustee or agent. A fiduciary fund is used to account for assets held by the government in a trustee capacity.

Fiscal Year

A twelve month period to which an annual operating budget applies. The City of Downey fiscal year is from July 1 through June 30. Fiscal Year 2002 would be the period from July 1, 2001 to June 30, 2002. FY 2006-2008 refers to the period beginning July 1, 2006 and ending June 30, 2008.

Franchise Fees

A fee charged for the right or license granted to an individual or group to market a company's goods or services in a particular territory.

Fringe Benefits

Benefits paid by the City of Downey for retirement, group medical, life, worker's compensation and unemployment insurances and other benefits contingent upon employment and in addition to wages.

Fund

The fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources together with all related liabilities and residual equity or balances and changes therein which are segregated for the purpose of carrying out specific activities or obtaining certain objectives in accordance with special regulations, restrictions or limitations.

Fund Balance

Reserves remaining after the application of available revenues and resources to support expenditures for the fund.

G

General Fund

A fund used to account for all financial resources except those required to be accounted for in another fund.

Geographical Interface System (GIS)

Geologic and geotechnical information about land parcels in the City gathered into a data base and used in planning, licensing, decision making, etc.

Goal

Broad statements of desired results for the City, department, and/or activity relating to the quality of services to be provided to the citizens of Downey.

I

Infrastructure

The underlying foundation or basic framework of a system or organization, such as the roads, sewers, and storm drains, etc.

Appendix D

Glossary of Terms

L

Level of Service

Generally used to define the existing or current services, programs and facilities provided by the government for its citizens. Level of service of any given activity may be increased, decreased, or remain the same depending upon the needs, alternatives and available resources.

Leveraged Funds

The use of general fund resources to purchase special revenue funds at a discounted rate. Because the special revenue funds can only be spent on limited things, other Cities will exchange them for General Fund revenues, which are not restricted in the same way. Thus we can buy \$50,000 of Prop A transportation funds for \$40,000, thus leveraging, or increasing, the value of the \$40,000.

Line Item

Level of detail resulting in an array of "lines" within a budget. Refers to the manner in which appropriations are made.

M

Modified Accrual

The accrual basis of accounting adapted to governmental fund-type measurement focus. Revenues are recognized when they become both measurable and available; expenditures are recognized when the liability is incurred.

O

Objectives

Specific achievements that an organization seeks to accomplish within a given time frame which are directed to a particular goal.

Operating Budget

The part of the budget that applies to the daily activities of the City, rather than to the capital improvement projects. The budgets of each division make up the operating budget.

P

Program

A group of associated activities directed toward the attainment of established City goals.

R

Revenue

Income received by the City of Downey to support the government's program of services to the citizens. Income includes such items as property tax, sales tax, fees, user charges, grants and fines.

RFP (request for proposal)

Solicitation by the City for proposals from other organizations/agencies/vendors to provide a service.

RFQ (request for quotations)

Solicitation by the City to vendors for quotations of the cost to provide a product or service.

S

Special Assessment

A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties. The assessment cannot exceed the cost of providing the service.

Appendix D

Glossary of Terms

Special Assessment Funds

Used to account for the revenues and expenditures of fund used for improvements or services deemed to benefit primarily the properties against which special assessments are levied. For example, the City has a Lighting and Landscape District Fund used for maintenance, operating and servicing of the boulevard median and parkways within the District.

Special Revenue Funds

Funds used to account for proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

Subvention

Revenues collected by the State and allocated to the City on the basis of a formula, such as gas taxes and motor vehicle in-lieu fees (a portion of vehicle registration).

T

Taxes

Compulsory charges levied by government for the purpose of financing services performed for the common benefit. This does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Additionally, it does not include charges for services rendered only for those paying such charges.

Appendix E

Adopted Budget Resolution

RESOLUTION NO. 15-7567

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DOWNEY ADOPTING THE FISCAL YEAR 2015-16 BUDGET AND THE ANNUAL APPROPRIATIONS LIMIT

WHEREAS, the City Council has given careful consideration to the proposed budget recommended by the City Manager for the Fiscal Year 2015-16.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DOWNEY DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. That the budget for the City of Downey for fiscal year 2015-16, is hereby adopted as set forth in the statement of Summary of Resources and Requirements by Fund. The City Manager is hereby authorized to expend, in accordance with the laws of the State of California, the Charter of the City of Downey and its ordinances, on behalf of the City Council, an amount of \$164,313,222 for City operations as per Exhibit "A".

SECTION 2. That staff is directed to prepare and publish a final budget document incorporating those changes approved by Council.

SECTION 3. In accordance with Article XIII-B of the State Constitution, and using data furnished by the State Department of Finance and the Los Angeles County Assessor, the appropriations limit for Fiscal Year 2015-2016 has been calculated.

The calculations indicated below, are computed by adjusting the appropriations limit for Fiscal Year 2014-2015 for the percentage change in either California's per capita personal income (3.82%) or the City's total assessed valuation due to new non-residential construction (1.7%); and the percentage change in population of either the County of Los Angeles (0.82%) or the City (0.43%). Since the percentage change in the City's total assessed valuation due to new non-residential construction will provide greater benefit to the City, these factors have been selected to compute the fiscal year 2015-2016 appropriations limit. Using these factors, the appropriations limit for 2015-2016 is \$158,996,232, which basically means that certain aspects of the budget cannot exceed this amount. The proposed budget, currently under consideration, has appropriations subject to this limit of \$51,464,202.

SECTION 4. The appropriations specified herein shall constitute the maximum amounts authorized for each department in each fund. The City Manager is hereby authorized to make budgetary transfers between departments in a fund if, in his opinion, such transfers are necessary and proper to the effective operation of the City; provided, however, that:

- (a) Appropriations for personnel costs cannot be transferred to supply and service accounts.
- (b) Any non-budgeted equipment, new or replacement, which costs more than \$10,000, requires prior City Council approval.
- (c) The City Manager will inform the City Council of the purchase of non-budgeted equipment, new or replacement that costs less than \$10,000.
- (d) Authorized manpower levels as specified in the Budget document are neither increased nor transferred without prior approval of the City Council. However, the City Manager may exceed authorized manpower levels on a temporary basis to provide for the effective training and orientation of new employees.

Appendix E

Adopted Budget Resolution

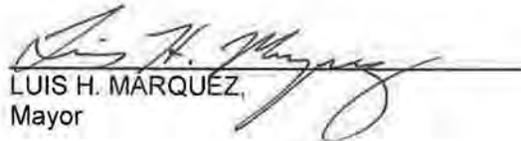
RESOLUTION NO. 15-7567
PAGE 2

SECTION 5. That for the fiscal year ending June 30, 2016, the amount of General Fund Net Increase in Fund Balance shall be deposited into an Assigned General Fund balance account to provide future resources for fiscal emergencies.

SECTION 6. The number and classification of employees as specified in the Budget and any amendments or revisions authorized by the City Council are hereby authorized for the fiscal year.

SECTION 7. The City Clerk shall certify to the adoption of this Resolution.

APPROVED AND ADOPTED this 23rd day of June, 2015.


LUIS H. MARQUEZ,
Mayor

ATTEST:


ADRIA M. JIMENEZ, CMC
City Clerk

I HEREBY CERTIFY that the foregoing Resolution was adopted by the City Council of the City of Downey at a regular meeting held on the 23rd day June of 2015, by the following vote, to wit:

AYES: Council Members: Ashton, Brossmer, Vasquez, Saab, Mayor Marquez
NOES: Council Member: None.
ABSENT: Council Member: None.
ABSTAIN: Council Member: None.


ADRIA M. JIMENEZ, CMC
City Clerk

Appendix E

Adopted Budget Resolution

EXHIBIT A

June 30, 2016

City of Downey - Summary of Resources and Requirements by Fund

Fund	Estimated Beginning Fund Balance July 1, 2015	Estimated Revenues	Transfers From Other Funds	Total Resources Available	Operating Expenditures	Equipment	Capital Projects	Transfers To Other Funds	Total Requirements	Projected Ending Fund Balance June 30, 2016
General and Reserve Funds										
General Fund	\$ 32,122,128	\$ 73,421,793	\$ 2,398,185	\$ 107,942,106	\$ 73,389,246	\$ -	\$ -	\$ 4,905,509	\$ 78,294,755	\$ 29,647,351
Employee Benefit Fund	8,128,708	-	-	8,128,708	-	-	-	-	-	8,128,708
Civic Center	508,450	1,150,000	-	1,658,450	1,297,787	-	-	-	1,297,787	360,663
Central Stores	3,395,290	1,250,000	-	4,645,290	1,249,239	-	-	-	1,249,239	3,396,051
Liability Insurance	44,154,576	\$ 75,821,793	\$ 2,398,185	\$ 122,374,554	\$ 75,936,272	\$ -	\$ -	\$ 4,905,509	\$ 80,841,781	\$ 41,532,773
Sub Total										
Special Revenue and Capital Funds										
Waste Management	\$ 495,535	\$ 440,000	-	\$ 935,535	\$ 638,754	\$ -	\$ -	\$ -	\$ 638,754	\$ 296,781
Air Quality	671,638	137,000	-	808,638	119,384	-	40,000	-	159,384	649,254
Street Lighting	1,195,000	1,353,000	-	2,548,000	1,829,316	-	200,000	-	2,029,316	518,684
TDA Article III	-	115,000	-	115,000	-	-	70,000	-	70,000	45,000
Gas Tax	1,280,928	22,403,851	-	23,684,779	-	-	22,081,259	2,037,966	24,119,225	(434,446)
Sewer & Storm Drain	2,100,716	1,557,500	1,165,261	4,823,477	2,183,431	-	2,260,000	-	4,443,431	380,046
Capital Projects	1,836,495	-	2,476,800	4,313,295	-	-	4,215,900	-	4,215,900	97,395
Freestone	700,000	-	-	1,450,000	-	-	-	-	1,444,274	5,726
Asset Forfeiture	505,914	110,000	-	615,914	-	-	-	-	615,914	-
Public Access	36,269	153,100	858,279	1,047,648	1,011,379	-	-	-	1,011,379	36,269
Learning Center	8,822,495	\$ 27,019,451	\$ 4,500,340	\$ 40,342,286	\$ 7,226,538	\$ -	\$ 28,867,159	\$ 2,037,966	\$ 38,134,663	\$ 2,210,623
Sub Total										
Grant Funds										
Federal Fire Grants	\$ -	\$ -	\$ 1,240,419	\$ 1,240,419	\$ -	\$ -	\$ -	\$ -	\$ 1,240,419	\$ -
CDBG	295,195	952,152	-	1,247,347	1,092,629	-	-	206,469	1,299,098	(346,946)
Federal Home Program	295,195	506,622	-	801,817	513,990	-	-	-	513,990	287,827
Sub Total										
Enterprise Funds										
Water Fund	\$ 6,930,967	\$ 17,775,800	\$ -	\$ 24,706,767	\$ 13,861,942	\$ -	\$ 9,340,000	\$ 1,189,000	\$ 24,390,942	\$ 315,825
Golf Course Fund	(325,363)	2,871,100	200,000	2,745,737	3,067,774	-	-	-	3,067,774	(322,037)
Transit - "PROP. A"	(258,907)	2,196,131	1,109,500	3,046,724	3,275,641	-	-	-	3,275,641	(228,917)
Transit - "PROP. C"	480,396	3,304,219	-	3,784,615	25,008	-	3,475,000	335,000	3,835,008	(50,393)
Transit - "MEAS. R"	2,443,784	1,282,430	-	3,726,214	20,006	-	3,109,000	774,510	3,903,516	(177,302)
Sub Total										
Successor Agencies										
Red. Oblig. Retirement	\$ -	\$ 744,669	\$ -	\$ 744,669	\$ -	\$ -	\$ -	\$ -	\$ 744,669	\$ -
Housing	646,741	85,250	-	731,991	85,250	-	-	-	85,250	-
CRA Debt Service	646,741	634,419	-	1,281,160	634,419	-	-	-	634,419	-
Sub Total										
TOTAL CITY BUDGET	\$ 62,543,143	\$ 133,194,036	\$ 9,448,444	\$ 205,185,623	\$ 107,724,557	\$ -	\$ 44,791,159	\$ 9,448,454	\$ 161,964,170	\$ 43,221,453
Internal Service Funds										
Equipment Fund	\$ 646,741	\$ 2,499,900	\$ -	\$ 3,146,641	\$ 2,349,052	\$ -	\$ -	\$ -	\$ 2,349,052	\$ 797,589
Total Internal Service Funds	\$ 646,741	\$ 2,499,900	\$ -	\$ 3,146,641	\$ 2,349,052	\$ -	\$ -	\$ -	\$ 2,349,052	\$ 797,589
GRAND TOTAL	\$ 63,189,884	\$ 135,693,936	\$ 9,448,444	\$ 208,332,264	\$ 110,073,609	\$ -	\$ 44,791,159	\$ 9,448,454	\$ 164,313,222	\$ 44,019,042