

# CITY OF SAN GABRIEL

## 2015-2016 BUDGET WORKSHOPS

May 5, 2015  
&  
May 12, 2015



FOUNDED 1771  
*CITY WITH A MISSION*



# MEMORANDUM

Date: May 5, 2015

To: Mayor Jason Pu and Members of the City Council

From: Steven A. Preston, City Manager 

Subject: **May 5<sup>th</sup> and 12<sup>th</sup> Budget Workshops**

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These budget workshops are designed to build upon the City of San Gabriel Strategic Plan and April 16, 2015 budget overview discussions and directions. City staff are now prepared to present their budget and are seeking feedback to ensure that the Council priorities are being addressed. In the front of the binder are several attachments which are intended to assist in framing the discussion for the evening:

- ***Budget workshop agendas*** with an outline of presentations and key goals of the workshops to further refine the City's budget and capital improvement programs.
- ***The Strategic Plan Potential Work Programs*** is included and will continue to serve as a guide, expressing the City's top goals and priorities.
- An ***Available Reserves Analysis*** is also attached which provides an estimation of available reserves after incorporating each of the departments requests and modeling in the anticipated General Fund revenue. The Available Reserve level at 6/30/16 is expected to meet our goal of 10% of the City's operating expenditures.
- ***Full-Time Authorized Positions by Department*** for the upcoming fiscal year, including the previous 10 fiscal years.
- ***Actual and Estimated Revenues*** from FY 2014-15 through 2015-16, with adjusted amounts.
- ***Budget Changes*** from FY 2014-15 to 2015-16.

The bulk of the binder contains the budget worksheets and provides the data for all departments in detail. This is intended to allow for Council to review and to provide feedback before the Preliminary Budget is prepared and presented at the upcoming June 2<sup>nd</sup> Budget Study Session. The binder is broken out departmentally. Following each

departmental tab is each “Division” or “Cost Center” which provides line item detail. Our Budget Workshops will include:

- A recap of where the City Budget currently stands and an update of how we will better communicate how much the City spends on street improvements.
- Department Presentations in the following order:
  - May 5, 2015:
    1. Public Works
    2. Administration
    3. Human Resources
    4. City Clerk
    5. Finance
    6. Fire
  - May 12, 2015:
    1. Mission Playhouse
    2. Police
    3. Community Development
    4. Community Services

Our goal of each workshop is to allow each department to:

- Communicate key issues, unfilled needs or opportunities.
- Highlight personnel changes, projects and proposed initiatives.
- Identify any key reductions or efficiencies proposed.
- Receive feedback that will then be included in the Preliminary Budget.

Questions and dialog are welcomed and encouraged as it will be staff’s challenge to take feedback and direction from the results of these study sessions and incorporate them into the Preliminary Budget document which the City Council will review at the upcoming June 2<sup>nd</sup> Budget Study Session.

**BUDGET OVERVIEW AND DEPARTMENTAL PRESENTATIONS**  
**CITY OF SAN GABRIEL**  
**Tuesday, May 5, 2015**  
**Conference Room "A"**

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**GOALS:**

- Communicate key issues, unfulfilled needs and pending opportunities
- Highlight personnel changes and proposed initiatives
- Identify key reductions or efficiencies planned
- Identify projects or programs to be implemented with this budget
- Adjust the budget to address the City Council's Top Priorities

**OUTLINE OF PRESENTATIONS**

| TIME | TOPIC                     | PRESENTER  |
|------|---------------------------|--|
| 5:30 | Call to Order             | Mayor Pu   |
|      | Roll Call                 | Mayor Pu   |
|      | Public Comment            | Mayor Pu   |
| 5:35 | Introduction and Overview | Steve Preston, City Manager and<br>Tom Marston, Finance Director |

**DEPARTMENTAL BUDGET PRESENTATIONS**

Each presentation assumes approximately 5 minutes of presentation time, based on size and complexity of budget, with approximately 10 minutes of discussion time.

|      |  |   |
|------|--|---|
| 5:40 | Public Works                                       | Daren Grilley, Public Works<br>Director     |
| 6:00 | Administration (Including Council & City Attorney) | Marcella Marlowe, Assistant City<br>Manager |
| 6:15 | Human Resources                                    | Marcella Marlowe, Assistant City<br>Manager |
| 6:30 | City Clerk   | Marcella Marlowe, Assistant City<br>Manager |
| 6:45 | Finance  | Tom Marston, Finance Director               |
| 7:00 | Fire   | Mark Phillips, Interim Fire Chief           |
| 7:15 | Wrap Up, Feedback and Council Requests             | Council                                     |

**BUDGET OVERVIEW AND DEPARTMENTAL PRESENTATIONS**  
**CITY OF SAN GABRIEL**  
**Tuesday, May 12, 2015**  
**Conference Room "A"**

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**GOALS:**

- Communicate key issues, unfulfilled needs and pending opportunities
- Highlight personnel changes and proposed initiatives
- Identify key reductions or efficiencies planned
- Identify projects or programs to be implemented with this budget
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**DEPARTMENTAL BUDGET PRESENTATIONS**

Each presentation assumes approximately 5-10 minutes of presentation time, based on size and complexity of budget, with approximately 10 minutes of discussion time.

|      |  |   |
|------|--|---|
| 5:40 | Mission Playhouse                      | Anna Cross, Mission Playhouse<br>Director           |
| 5:55 | Police                                 | David Lawton, Police Chief                          |
| 6:10 | Community Development                  | Armine Chaparyan, Community<br>Development Director |
| 6:30 | Community Services                     | Rebecca Perez, Community<br>Services Director       |
| 6:50 | Wrap Up, Feedback and Council Requests | Council   |

# San Gabriel

CITY WITH A MISSION

## Potential Work Program Items for Strategic Plan and Budget

| Work Program Item<br>(Number of Votes Received)  | Suggested by   | Assigned to                        | Strategic Initiative   | Estimated Cost<br>(To Be Refined)                          |
|--|----------------|------------------------------------|--|--|
| <b>TOP PRIORITY</b><br><i>Received 3 or more votes</i>   |                |                                    |  |  |
| These projects received the highest overall scores. Cost estimates will be developed and evaluated for inclusion in the budget or CIP:   |                |                                    |  |  |
| Public Parking Structure (4)   | Liao           | Public Works                       | 1 – Infrastructure<br>2 – Economic Dev.                                  | Study:<br>Garage: \$5,000,000                              |
| Citywide Parking Study (4)   | Harrington, Pu | Public Works<br>Community Develop. | 1 – Infrastructure<br>2 – Economic Dev.                                  | Focused: \$150,000?<br>Citywide: \$300,000?                |
| New Park Space, Community Garden (3)   | Pu             | Community Services                 | 1 – Infrastructure<br>3 – Community Engagement<br>4 – Service Excellence | First step: complete<br>Parks Master Plan<br>Cost?         |
| <b>SECOND PRIORITY</b><br><i>Received 1 – 3 Votes</i>  |                |                                    |  |  |
| These projects did not receive the highest scores, but will have cost estimates generated and evaluated for inclusion, depending on whether sufficient resources are available (both funding and staff) to accommodate them. |                |                                    |  |  |
| Hire multi-lingual greeters/translators (2)  | Liao           | Human Resources<br>Finance         | 3 – Community Engagement<br>4 – Service Excellence                       | 1 person: \$52,000<br>2 people: \$104,000                  |
| Development Code, General Plan Update (2)  |                | Community Develop. (Planning)      | 2 – Economic Dev. (also 1, 3)  | \$700,000  |
| Broadcast Council Mtgs. (2)  | Liao           | Finance (IT), Adm (City Clerk)     | 3 – Community Engagement   | \$25,000 Up front<br>\$30,000 Maint.<br>More if we program |

**Strategic Plan/Budget 2015 – Work Program Priorities, 2.5.15**

| <b>SECOND PRIORITY</b><br><i>Received 1 – 3 Votes</i>  |                |  |   |  |
|--|----------------|--|---|--|
| These projects did not receive the highest scores, but will have cost estimates generated and evaluated for inclusion, depending on whether sufficient resources are available (both funding and staff) to accommodate them.   |                |  |   |  |
| Install/replace curbs and gutters on south side streets (2)  | Sawkins        | Public Works                                     | 1 – Infrastructure  | TBD (CIP item)   |
| Enhanced Code Enforcement Programs (2)   | Harrington     | Community Develop. (NIS)                         | 4 – Service Excellence  | TBD (Study Session upcoming)   |
| Citizens' Academy (2)  | Liao           | Multi-Departmental (Lead: HR)                    | 3 – Community Engagement  | TBD  |
| Street Lighting/Solar Lighting (1)   | Pu             | Public Works<br>Community Devel.                 | 1 – Infrastructure<br>4 – Service Excellence<br>5 – Organiz. Efficiencies | TBD; potential study session item  |
| School Resource Officers (1)   | Costanzo       | Police   | 4 – Service Excellence  | \$150,000 - \$300,000  |
| <b>FUTURE STUDY</b><br><i>No votes received</i>  |                |  |   |  |
| No votes were received for these items, but there will be an opportunity to do further study sessions later in the year, depending on funding and staff resources. These are projects where the City may already have a potential capability to do something. We make no commitment that these can be delivered, but they would be the next set of priorities that could be considered as strategic plan and budget items after the items above. |                |  |   |  |
| Affordable Housing   | Liao           | Community Develop.                               | 5 – Develop Resources   | NOTES<br>The City has a legal responsibility to plan for affordable housing and the staff continues to meet with potential developers and funders.         |
| Local Transit Shuttle  | Costanzo, Liao | Public Works,<br>Community Services              | 1 – Infrastructure<br>4 – Service Excellence                              | We can gather some basic information for a future study session that would occur after the completion of the budget season, and on a time available basis. |
| <b>NO STUDY AT THIS TIME</b>   |                |  |   |  |
| Re-Establish Youth Commission  | Liao           | Community Services                               | 3 – Community Engagement  | Code authority exists  |
| Establish Citywide Surveillance Cameras  | Liao           | Police<br>Public Works                           | 1 – Infrastructure  | No consensus   |
| Establish Railroad Safety/Sound Zone   | Liao           | ACE, County of Los Angeles; city in support role | N/A   | Out of City jurisdiction but City can support if pursued   |
| Participatory Budgeting  | Liao           | Finance  | 3 – Comm. Engagement  | No consensus   |

**Strategic Plan/Budget 2015 – Work Program Priorities, 2.5.15**

|   |      |                         |   |  |
|---|------|-------------------------|---|--|
| <b>NO STUDY AT THIS TIME</b>  |      |                         |   |  |
| Float bond for street improvements, supported by property tax, in amount of \$25m | Liao | Public Works<br>Finance | 1 – Infrastructure<br>5 – Organizational Effic. | No consensus<br>Requires vote of people<br>May be considered in later street funding |

**CITY OF SAN GABRIEL AVAILABLE RESERVES ANALYSIS  
FOR FISCAL YEAR 2015-16**

(Using May 5th & 12th Study Session Estimates)

|                                       | <b>2015-16<br/><u>Estimated</u></b> |
|---------------------------------------|-------------------------------------|
| <b>OPERATING</b>                      |                                     |
| Revenues                              | 30,297,795                          |
| Expenditures                          | 34,443,692                          |
| Transfers                             | 4,971,266                           |
| <b>OPERATING SURPLUS (DEFICIT)</b>    | <b>825,369</b>                      |
| <b>CAPITAL &amp; SPECIAL PROJECTS</b> | 1,513,638                           |
| <b>TOTAL SURPLUS (DEFICIT)</b>        | <b>(688,269)</b>                    |
| <b>CHANGES IN RESERVES:</b>           |                                     |
| Capital Replacement                   | -                                   |
| Prepaid Expenditures                  | -                                   |
| Advances To Other Funds               | -                                   |
| Advances (From) Other Funds           | (1,042,638)                         |
| Encumbrances                          | -                                   |
| Waste Reduction                       | -                                   |
| Capital Outlay                        | -                                   |
| Nonspendable                          | -                                   |
| Restricted                            | -                                   |
| Committed                             | -                                   |
| Assigned                              | -                                   |
| <b>Available Reserves, June 30</b>    | <b>3,487,076</b>                    |

| <b>2015-16 Transfers In and (Out):</b> |
|--|
| Retirement Fund = \$5,056,856          |
| Gas Tax = \$600,000                    |
| Mission Playhouse Fund = (\$720,590)   |
| Automotive Maintenance = \$35,000      |

**CITY OF SAN GABRIEL**  
**Full-Time Authorized Positions by Department**  
**2014-15**

| Fiscal Year | Elected Officials | Admin. | Human Resources | City Clerk | Mission Playhouse | Finance | Police | Fire | Public Works | Com. Develop. | Com. Services | Total |
|-------------|-------------------|--------|-----------------|------------|-------------------|---------|--------|------|--------------|---------------|---------------|-------|
| 2005-06     | 7.0               | 5.0    | 0.0             | 0.0        | 4.0               | 9.0     | 71.0   | 36.0 | 19.0         | 15.0          | 18.0          | 184.0 |
| 2006-07     | 7.0               | 5.0    | 0.0             | 0.0        | 4.0               | 9.0     | 71.0   | 36.0 | 19.0         | 15.0          | 18.0          | 184.0 |
| 2007-08     | 7.0               | 5.0    | 0.0             | 0.0        | 5.0               | 9.0     | 72.0   | 36.0 | 19.0         | 17.0          | 18.0          | 188.0 |
| 2008-09     | 7.0               | 5.0    | 0.0             | 0.0        | 5.0               | 9.0     | 73.0   | 36.0 | 19.0         | 17.0          | 18.0          | 189.0 |
| 2009-10     | 7.0               | 6.0    | 0.0             | 0.0        | 5.0               | 9.0     | 73.0   | 36.0 | 18.0         | 18.0          | 18.0          | 190.0 |
| 2010-11     | 7.0               | 6.0    | 0.0             | 0.0        | 5.0               | 9.0     | 73.0   | 36.0 | 17.0         | 19.0          | 18.0          | 190.0 |
| 2011-12     | 7.0               | 7.0    | 0.0             | 0.0        | 5.0               | 9.0     | 73.0   | 36.0 | 17.0         | 19.0          | 18.0          | 191.0 |
| 2012-13     | 7.0               | 7.0    | 0.0             | 0.0        | 5.0               | 9.0     | 73.0   | 36.0 | 18.0         | 17.0          | 18.0          | 190.0 |
| 2013-14     | 7.0               | 9.0    | 0.0             | 0.0        | 5.0               | 9.0     | 69.0   | 36.0 | 16.0         | 17.0          | 14.0          | 182.0 |
| 2014-15     | 7.0               | 11.0   | 0.0             | 0.0        | 5.0               | 10.0    | 69.0   | 35.0 | 30.0         | 14.0          | 7.0           | 188.0 |
| 2015-16     | 7.0               | 3.0    | 5.0             | 3.0        | 5.0               | 10.0    | 69.0   | 35.0 | 30.0         | 15.0          | 7.0           | 189.0 |

Note:  
Human Resources and City Clerk were included in Administration in Fiscal 2014-15 and prior  
Community Development total included Housing and Redevelopment Agency staff in Fiscal 2011-12 and prior

**CITY OF SAN GABRIEL**  
**Actual and Estimated Revenues**  
**2014-15 Through 2015-16**

|                                    | <u>2014-15<br/>Adopted<br/>Budget</u> | <u>2014-15<br/>Revised<br/>Budget</u> | <u>2015-16<br/>Estimated<br/>Budget</u> | <u>Increase/<br/>(Decrease)</u> |
|------------------------------------|---------------------------------------|---------------------------------------|---|---------------------------------|
| <b>GENERAL FUND (121)</b>          |                                       |                                       |   |                                 |
| Taxes                              |                                       |                                       |   |                                 |
| 3111 Property Tax                  | 4,800,000                             | 4,950,000                             | 5,250,000                               | 300,000                         |
| 3131 Utility Users Tax             | 4,800,000                             | 4,950,000                             | 4,950,000                               | -                               |
| 3132 Sales Tax                     | 4,350,000                             | 4,500,000                             | 4,650,000                               | 150,000                         |
| 3133 Franchise Tax                 | 590,000                               | 590,000                               | 590,000                                 | -                               |
| 3134 Transient Occupancy Tax       | 1,161,000                             | 1,200,000                             | 1,500,000                               | 300,000                         |
| 3135 Property Transfer Tax         | 625,000                               | 200,000                               | 200,000                                 | -                               |
| Total Taxes                        | 16,326,000                            | 16,390,000                            | 17,140,000                              | 750,000                         |
| Revenues from Other Agencies       |                                       |                                       |   |                                 |
| 3211 ARRA (Stimulus) Funding       | -                                     | -                                     | -                                       | -                               |
| 3222 Motor Vehicle in Lieu         | 3,900,000                             | 4,000,000                             | 4,200,000                               | 200,000                         |
| 3224 Federal/State Reimbursements  | 150,000                               | 150,000                               | 150,000                                 | -                               |
| 3227 State Mandated Reimbursement  | 160,000                               | 160,000                               | 160,000                                 | -                               |
| 3231 99234 Bikeway Fund            | 30,000                                | 30,000                                | 30,000                                  | -                               |
| 3234 County Grants                 | 90,000                                | 90,000                                | 20,000                                  | (70,000)                        |
| 3245 Grants-Other Agencies         | -                                     | -                                     | -                                       | -                               |
| Total Revenues from Other Agencies | 4,330,000                             | 4,430,000                             | 4,560,000                               | 130,000                         |
| Licenses & Permits                 |                                       |                                       |   |                                 |
| 3311 Business Licenses             | 685,000                               | 685,000                               | 750,000                                 | 65,000                          |
| 3312 Dog Licenses                  | 45,000                                | 45,000                                | 45,000                                  | -                               |
| 3314 Tobacco Retailer Licensing    | 15,000                                | 15,000                                | 15,000                                  | -                               |
| 3321 Building Permits              | 2,015,000                             | 2,015,000                             | 1,260,000                               | (755,000)                       |
| 3322 Occupancy Permits             | 176,000                               | 176,000                               | 176,000                                 | -                               |
| 3323 Plumbing Permits              | 127,000                               | 127,000                               | 127,000                                 | -                               |
| 3324 Electrical Permits            | 197,000                               | 197,000                               | 197,000                                 | -                               |
| 3325 Sign Permits                  | 17,325                                | 17,325                                | 17,325                                  | -                               |
| 3326 Overnight Parking Permits     | 445,000                               | 445,000                               | 445,000                                 | -                               |
| 3327 CASP Program                  | 88,000                                | 3,000                                 | 3,000                                   | -                               |
| Total Licenses & Permits           | 3,810,325                             | 3,725,325                             | 3,035,325                               | (690,000)                       |
| Fines & Forfeitures                |                                       |                                       |   |                                 |
| 3411 Vehicle Code Fines - Court    | 130,000                               | 130,000                               | 130,000                                 | -                               |
| 3412 Other Fines - Court           | 90,000                                | 15,000                                | 15,000                                  | -                               |
| 3413 Parking Fines - City          | 981,000                               | 900,000                               | 900,000                                 | -                               |
| 3416 Administrative Citation       | 60,000                                | 60,000                                | 60,000                                  | -                               |
| Total Fines & Forfeitures          | 1,261,000                             | 1,105,000                             | 1,105,000                               | -                               |
| Use of Money and Property          |                                       |                                       |   |                                 |
| 3511 Interest                      | 80,000                                | 30,000                                | 30,000                                  | -                               |
| 3512 Interest - RDA                | 14,000                                | -                                     | -                                       | -                               |
| 3513 Unrealized Gain/Loss          | -                                     | -                                     | -                                       | -                               |
| 3529 Other Rental Income           | 188,296                               | 188,296                               | 125,000                                 | (63,296)                        |
| 3531 Building Rentals              | -                                     | -                                     | -                                       | -                               |
| 3532 Rental Subsidy                | -                                     | -                                     | -                                       | -                               |

**CITY OF SAN GABRIEL**  
**Actual and Estimated Revenues**  
**2014-15 Through 2015-16**

|  | <u>2014-15<br/>Adopted<br/>Budget</u> | <u>2014-15<br/>Revised<br/>Budget</u> | <u>2015-16<br/>Estimated<br/>Budget</u> | <u>Increase/<br/>(Decrease)</u> |
|--|---------------------------------------|---------------------------------------|---|---------------------------------|
| Use of Money and Property (Continued)    |                                       |                                       |   |                                 |
| 3533 Equipment Rental                    | -                                     | -                                     | -                                       | -                               |
| 3534 Parking                             | -                                     | -                                     | -                                       | -                               |
| 3536 Labor Charges                       | -                                     | -                                     | -                                       | -                               |
| Total Use of Money and Property          | 282,296                               | 218,296                               | 155,000                                 | (63,296)                        |
| Community Development                    |                                       |                                       |   |                                 |
| 3621 Plan Checking                       | 980,000                               | 980,000                               | 980,000                                 | -                               |
| 3622 Public Works Fees                   | 316,000                               | 316,000                               | 316,000                                 | -                               |
| 3623 Special Project Plan Check Services | -                                     | -                                     | -                                       | -                               |
| 3624 Street Sweeping                     | 150,000                               | 150,000                               | 150,000                                 | -                               |
| 3625 Graffiti Removal                    | 34,000                                | 34,000                                | 34,000                                  | -                               |
| 3626 Sewer Maintenance                   | 181,000                               | 181,000                               | 181,000                                 | -                               |
| 3627 General Plan "Set Aside" Fee        | 16,500                                | 16,500                                | 16,500                                  | -                               |
| 3628 Planning Fees                       | 154,000                               | 154,000                               | 154,000                                 | -                               |
| 3630 Advertising & Posting Fees          | 8,085                                 | 9,000                                 | 9,000                                   | -                               |
| Total Community Development              | 1,839,585                             | 1,840,500                             | 1,840,500                               | -                               |
| Public Safety                            |                                       |                                       |   |                                 |
| 3631 Fire Services                       | 1,033,000                             | 1,033,000                             | 1,050,000                               | 17,000                          |
| 3633 Police Services                     | 88,000                                | 88,000                                | 88,000                                  | -                               |
| 3634 Facility Rental - EOC               | -                                     | -                                     | -                                       | -                               |
| 3635 Ambulance Fees                      | 845,000                               | 845,000                               | 845,000                                 | -                               |
| 3636 False Alarms                        | 11,000                                | 11,000                                | 11,000                                  | -                               |
| 3637 Witness Fees                        | 2,000                                 | 2,000                                 | 2,000                                   | -                               |
| Total Public Safety                      | 1,979,000                             | 1,979,000                             | 1,996,000                               | 17,000                          |
| Recreation                               |                                       |                                       |   |                                 |
| 3641 Recreation Fees                     | 55,000                                | 55,000                                | 55,000                                  | -                               |
| 3642 Lighted Fields                      | 1,100                                 | 11,000                                | 11,000                                  | -                               |
| 3643 Concession                          | -                                     | -                                     | -                                       | -                               |
| 3644 Swimming Pool                       | 110,000                               | 100,000                               | 100,000                                 | -                               |
| 3645 Adult Center                        | 44,000                                | 44,000                                | 44,000                                  | -                               |
| 3647 Vending Machine Proceeds            | -                                     | -                                     | -                                       | -                               |
| Total Recreation                         | 210,100                               | 210,000                               | 210,000                                 | -                               |
| Other Revenue                            |                                       |                                       |   |                                 |
| 3911 Sale of Records                     | 1,000                                 | 2,000                                 | 2,000                                   | -                               |
| 3912 POST Reimbursement                  | 3,000                                 | 20,000                                | 20,000                                  | -                               |
| 3913 CDBG Admin./Reimbursements          | 28,970                                | 28,970                                | 28,970                                  | -                               |
| 3914 Proposition "A" Administration      | 25,000                                | 25,000                                | 25,000                                  | -                               |
| 3915 Damage Recovery                     | 45,000                                | 45,000                                | 45,000                                  | -                               |
| 3916 Election Cost Reimbursement         | 210,000                               | 210,000                               | -                                       | (210,000)                       |
| 3917 Sale of Property                    | 10,000                                | 10,000                                | 10,000                                  | -                               |
| 3918 Proposition "C" Administration      | 25,000                                | 25,000                                | 25,000                                  | -                               |
| 3919 Proceeds from Prop "A" Exchange     | 780,000                               | 900,000                               | -                                       | (900,000)                       |
| 3920 Donations                           | 10,000                                | 60,000                                | 60,000                                  | -                               |

**CITY OF SAN GABRIEL**  
**Actual and Estimated Revenues**  
**2014-15 Through 2015-16**

|   | <u>2014-15<br/>Adopted<br/>Budget</u> | <u>2014-15<br/>Revised<br/>Budget</u> | <u>2015-16<br/>Estimated<br/>Budget</u> | <u>Increase/<br/>(Decrease)</u> |
|---|---------------------------------------|---------------------------------------|---|---------------------------------|
| Other Revenue (Continued)                   |                                       |                                       |   |                                 |
| 3921 Proceeds of Loan                       | -                                     | 7,800,000                             | -                                       | (7,800,000)                     |
| 3990 Miscellaneous                          | 140,000                               | 140,000                               | 40,000                                  | (100,000)                       |
| Total Other Revenue                         | 1,277,970                             | 9,265,970                             | 255,970                                 | (7,900,000)                     |
| <b>TOTAL GENERAL FUND</b>                   | <b>31,316,276</b>                     | <b>39,164,091</b>                     | <b>30,297,795</b>                       | <b>(8,866,296)</b>              |
| <b>RETIREMENT FUND (125)</b>                |                                       |                                       |   |                                 |
| 3111 Property Tax                           | 5,800,000                             | 6,000,000                             | 6,300,000                               | 300,000                         |
| 3511 Interest                               | 20,000                                | 25,000                                | 30,000                                  | 5,000                           |
| <b>TOTAL RETIREMENT FUND</b>                | <b>5,820,000</b>                      | <b>6,025,000</b>                      | <b>6,330,000</b>                        | <b>305,000</b>                  |
| <b>AUTOMOTIVE EQUIPMENT FUND (128)</b>      |                                       |                                       |   |                                 |
| 3511 Interest                               | 18,000                                | 10,000                                | 10,000                                  | -                               |
| 3651 Vehicle Charges                        | 1,253,400                             | 1,253,400                             | 1,308,000                               | 54,600                          |
| <b>TOTAL AUTOMOTIVE EQUIPMENT</b>           | <b>1,271,400</b>                      | <b>1,263,400</b>                      | <b>1,318,000</b>                        | <b>54,600</b>                   |
| <b>SELF-INSURANCE FUND (129)</b>            |                                       |                                       |   |                                 |
| 3511 Interest                               | 35,000                                | 15,000                                | 18,000                                  | 3,000                           |
| 3652 Insurance Charges                      | 4,563,000                             | 4,563,000                             | 4,623,000                               | 60,000                          |
| <b>TOTAL SELF-INSURANCE FUND</b>            | <b>4,598,000</b>                      | <b>4,578,000</b>                      | <b>4,641,000</b>                        | <b>63,000</b>                   |
| <b>STATE GAS TAX FUND (136)</b>             |                                       |                                       |   |                                 |
| 3241 2106 Gas Tax                           | 165,000                               | 165,000                               | 165,000                                 | -                               |
| 3242 2107 Gas Tax                           | 255,000                               | 320,000                               | 320,000                                 | -                               |
| 3243 2107.5 Gas Tax                         | 6,000                                 | 6,000                                 | 6,000                                   | -                               |
| 3244 2105 Gas Tax                           | 200,000                               | 240,000                               | 240,000                                 | -                               |
| 3245 2103 Gas Tax                           | 450,000                               | 450,000                               | 350,000                                 | (100,000)                       |
| Interest                                    | 16,000                                | 20,000                                | 20,000                                  | -                               |
| <b>TOTAL STATE GAS TAX FUND</b>             | <b>1,092,000</b>                      | <b>1,201,000</b>                      | <b>1,101,000</b>                        | <b>(100,000)</b>                |
| <b>SEWER FUND (137)</b>                     |                                       |                                       |   |                                 |
| 3601 Sewer User Fee                         | 2,000,000                             | 2,000,000                             | 2,000,000                               | -                               |
| <b>TOTAL SEWER FUND</b>                     | <b>2,000,000</b>                      | <b>2,000,000</b>                      | <b>2,000,000</b>                        | <b>-</b>                        |
| <b>STREET LIGHT FUND (140)</b>              |                                       |                                       |   |                                 |
| 3661 Street Lighting                        | -                                     | 1,000                                 | -                                       | (1,000)                         |
| <b>TOTAL STREET LIGHT FUND</b>              | <b>-</b>                              | <b>1,000</b>                          | <b>-</b>                                | <b>(1,000)</b>                  |
| <b>TRAFFIC CONGESTION RELIEF FUND (145)</b> |                                       |                                       |   |                                 |
| 3511 Interest                               | -                                     | -                                     | -                                       | -                               |
| <b>TOTAL TRAFFIC CONGESTION RELIEF</b>      | <b>-</b>                              | <b>-</b>                              | <b>-</b>                                | <b>-</b>                        |

**CITY OF SAN GABRIEL**  
**Actual and Estimated Revenues**  
**2014-15 Through 2015-16**

|   | <u>2014-15<br/>Adopted<br/>Budget</u> | <u>2014-15<br/>Revised<br/>Budget</u> | <u>2015-16<br/>Estimated<br/>Budget</u> | <u>Increase/<br/>(Decrease)</u> |
|---|---------------------------------------|---------------------------------------|---|---------------------------------|
| <b>OFFICE OF TRAFFIC SAFETY GRANT FUND (147)</b>          |                                       |                                       |   |                                 |
| 3229 OTS Grant  | 150,000                               | 261,000                               | -                                       | (261,000)                       |
| <b>TOTAL OTS GRANT FUND</b>                               | <b>150,000</b>                        | <b>261,000</b>                        | <b>-</b>                                | <b>(261,000)</b>                |
| <b>WASTE MANAGEMENT FUND (150)</b>                        |                                       |                                       |   |                                 |
| 3629 Recycling Fees                                       | 20,000                                | 20,000                                | 20,000                                  | -                               |
| 3671 Solid Waste Surcharge                                | 450,000                               | 450,000                               | 450,000                                 | -                               |
| <b>TOTAL WASTE MANAGEMENT FUND</b>                        | <b>470,000</b>                        | <b>470,000</b>                        | <b>470,000</b>                          | <b>-</b>                        |
| <b>AIR QUALITY MANAGEMENT DISTRICT FUND (151)</b>         |                                       |                                       |   |                                 |
| 3245 AQMD   | 50,000                                | 50,000                                | 50,000                                  | -                               |
| 3511 Interest   | 100                                   | 200                                   | 200                                     | -                               |
| <b>TOTAL AQMD FUND</b>                                    | <b>50,100</b>                         | <b>50,200</b>                         | <b>50,200</b>                           | <b>-</b>                        |
| <b>MISSION PLAYHOUSE FUND (152)</b>                       |                                       |                                       |   |                                 |
| 3529 Other Rental Income                                  | 148,562                               | 10,000                                | 10,000                                  | -                               |
| 3531 Building Rentals                                     | 201,750                               | 201,750                               | 211,750                                 | 10,000                          |
| 3532 Rental Subsidy                                       | (44,530)                              | (44,530)                              | (44,530)                                | -                               |
| 3533 Equipment Rental                                     | 49,500                                | 49,500                                | 49,500                                  | -                               |
| 3534 Parking  | 45,000                                | 45,000                                | 45,000                                  | -                               |
| 3536 Labor Charges  | 250,000                               | 250,000                               | 250,000                                 | -                               |
| 3537 Concessions  | 28,544                                | 28,544                                | 33,000                                  | 4,456                           |
| 3538 Capital Improvement Surcharge                        | 45,000                                | 45,000                                | 45,000                                  | -                               |
| <b>TOTAL MISSION PLAYHOUSE FUND</b>                       | <b>723,826</b>                        | <b>585,264</b>                        | <b>599,720</b>                          | <b>-</b>                        |
| <b>STATE SUPPLEMENTAL LAW ENFORCEMENT FUND (160)</b>      |                                       |                                       |   |                                 |
| 3228 AB 3229 Revenue                                      | 100,000                               | 100,000                               | 100,000                                 | -                               |
| 3511 Interest   | 1,000                                 | 1,000                                 | 1,000                                   | -                               |
| <b>TOTAL STATE SUPP. LAW ENFORCE.</b>                     | <b>101,000</b>                        | <b>101,000</b>                        | <b>101,000</b>                          | <b>-</b>                        |
| <b>ASSET FORFEITURE-DEPARTMENT OF JUSTICE FUND (161)</b>  |                                       |                                       |   |                                 |
| 3415 Department of Justice                                | -                                     | 10,000                                | -                                       | (10,000)                        |
| 3511 Interest   | 7,000                                 | 3,000                                 | 3,000                                   | -                               |
| <b>TOTAL ASSET FORFEITURE-DOJ</b>                         | <b>7,000</b>                          | <b>13,000</b>                         | <b>3,000</b>                            | <b>(10,000)</b>                 |
| <b>ASSET FORFEITURE-DEPARTMENT OF TREASURY FUND (162)</b> |                                       |                                       |   |                                 |
| 3415 Department of Treasury                               | -                                     | 20,000                                | -                                       | (20,000)                        |
| 3511 Interest   | 1,000                                 | 400                                   | 400                                     | -                               |
| <b>TOTAL ASSET FORFEITURE-DOT</b>                         | <b>1,000</b>                          | <b>20,400</b>                         | <b>400</b>                              | <b>(20,000)</b>                 |

**CITY OF SAN GABRIEL**  
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**2014-15 Through 2015-16**

|  | <u>2014-15<br/>Adopted<br/>Budget</u> | <u>2014-15<br/>Revised<br/>Budget</u> | <u>2015-16<br/>Estimated<br/>Budget</u> | <u>Increase/<br/>(Decrease)</u> |
|--|---------------------------------------|---------------------------------------|---|---------------------------------|
| <b>ASSET FORFEITURE-STATE FUND (163)</b>         |                                       |                                       |   |                                 |
| 3415 State                                       | -                                     | -                                     | -                                       | -                               |
| 3511 Interest                                    | 500                                   | 100                                   | 100                                     | -                               |
| <b>TOTAL ASSET FORFEITURE-STATE</b>              | <b>500</b>                            | <b>100</b>                            | <b>100</b>                              | <b>-</b>                        |
| <b>PARKING FUND (165)</b>                        |                                       |                                       |   |                                 |
| 3511 Interest                                    | -                                     | -                                     | -                                       | -                               |
| 3990 Miscellaneous                               | -                                     | -                                     | -                                       | -                               |
| <b>TOTAL PARKING FUND</b>                        | <b>-</b>                              | <b>-</b>                              | <b>-</b>                                | <b>-</b>                        |
| <b>DEVELOPMENT IMPACT FEES FUND (172)</b>        |                                       |                                       |   |                                 |
| 3511 Interest                                    | 25,000                                | 15,000                                | 15,000                                  | -                               |
| 3662 Park & Recreation Facilities Impact         | 30,000                                | 227,384                               | 30,000                                  | (197,384)                       |
| 3663 Sanitary Sewer System Facilities Impact     | 945,000                               | 945,000                               | 945,000                                 | -                               |
| 3664 Police Facility Impact Fee                  | 60,000                                | 60,000                                | 60,000                                  | -                               |
| 3665 Fire Facility Impact Fee                    | 250,000                               | 250,000                               | 250,000                                 | -                               |
| 3666 Traffic Impact Fee                          | 695,000                               | 695,000                               | 695,000                                 | -                               |
| <b>TOTAL DEVELOPMENT IMPACT FUND</b>             | <b>2,005,000</b>                      | <b>2,192,384</b>                      | <b>1,995,000</b>                        | <b>(197,384)</b>                |
| <b>PARK &amp; RECREATION ACTIVITY FUND (173)</b> |                                       |                                       |   |                                 |
| 3682 Off Area Trips                              | 40,000                                | 30,000                                | 30,000                                  | -                               |
| 3683 Recreation Classes                          | 80,000                                | 70,000                                | 70,000                                  | -                               |
| 3684 Dance & Baton                               | 1,000                                 | 1,000                                 | 15,000                                  | 14,000                          |
| 3685 Day Camp Program                            | 39,600                                | 25,000                                | 25,000                                  | -                               |
| 3686 Tennis                                      | 3,000                                 | 13,000                                | 13,000                                  | -                               |
| 3687 Special Activity Donation                   | 30,000                                | 15,000                                | 15,000                                  | -                               |
| 3688 Senior Social Dance                         | 2,500                                 | 2,500                                 | 2,500                                   | -                               |
| 3689 Recreation Class Insurance                  | 4,500                                 | 4,500                                 | 4,500                                   | -                               |
| <b>TOTAL PARK &amp; REC. ACTIVITY FUND</b>       | <b>200,600</b>                        | <b>161,000</b>                        | <b>175,000</b>                          | <b>14,000</b>                   |
| <b>PROPOSITION "A" LOCAL RETURN FUND (180)</b>   |                                       |                                       |   |                                 |
| 3232 Local Return - Prop. "A"                    | 700,000                               | 700,000                               | 700,000                                 | -                               |
| 3511 Interest                                    | 2,500                                 | 5,000                                 | 5,000                                   | -                               |
| 3529 Other Rental Income                         | 6,000                                 | -                                     | -                                       | -                               |
| <b>TOTAL PROP. "A" LOCAL RETURN FUND</b>         | <b>708,500</b>                        | <b>705,000</b>                        | <b>705,000</b>                          | <b>-</b>                        |
| <b>PROPOSITION "C" LOCAL RETURN FUND (181)</b>   |                                       |                                       |   |                                 |
| 3233 Local Return - Prop. "C"                    | 580,000                               | 580,000                               | 580,000                                 | -                               |
| 3511 Interest                                    | 30,000                                | 15,000                                | 15,000                                  | -                               |
| <b>TOTAL PROP. "C" LOCAL RETURN FUND</b>         | <b>610,000</b>                        | <b>595,000</b>                        | <b>595,000</b>                          | <b>-</b>                        |
| <b>MEASURE "R" FUND (183)</b>                    |                                       |                                       |   |                                 |
| 3237 Local Return - Measure "R"                  | 450,000                               | 450,000                               | 450,000                                 | -                               |
| 3511 Interest                                    | 20,000                                | 10,000                                | 10,000                                  | -                               |

**CITY OF SAN GABRIEL**  
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**2014-15 Through 2015-16**

|  | <u>2014-15<br/>Adopted<br/>Budget</u> | <u>2014-15<br/>Revised<br/>Budget</u> | <u>2015-16<br/>Estimated<br/>Budget</u> | <u>Increase/<br/>(Decrease)</u> |
|--|---------------------------------------|---------------------------------------|---|---------------------------------|
| <b>MEASURE "R" FUND (183) (Continued)</b>                  |                                       |                                       |   |                                 |
| 3921 Proceeds of Loan                                      | 3,800,000                             | 3,800,000                             | -                                       | (3,800,000)                     |
| <b>TOTAL MEASURE "R" FUND</b>                              | <b>4,270,000</b>                      | <b>4,260,000</b>                      | <b>460,000</b>                          | <b>(3,800,000)</b>              |
| <b>COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUND (185)</b> |                                       |                                       |   |                                 |
| 3218 CDBG Allocation                                       | 312,982                               | 668,197                               | 334,436                                 | (333,761)                       |
| <b>TOTAL CDBG FUND</b>                                     | <b>312,982</b>                        | <b>668,197</b>                        | <b>334,436</b>                          | <b>(333,761)</b>                |
| <b>OTHER GRANTS FUND (186)</b>                             |                                       |                                       |   |                                 |
| 3212 FEMA Grants   | -                                     | -                                     | -                                       | -                               |
| 3214 TEA-21  | -                                     | 1,588,375                             | -                                       | (1,588,375)                     |
| 3215 Homeland Security Grant                               | -                                     | 135,714                               | -                                       | (135,714)                       |
| 3219 Department of Justice                                 | -                                     | -                                     | -                                       | -                               |
| 3225 State Grants  | 24,000                                | 4,556,727                             | -                                       | (4,556,727)                     |
| 3234 County Grant  | -                                     | 61,520                                | -                                       | (61,520)                        |
| 3235 STP-L Reimbursements                                  | -                                     | 668,383                               | -                                       | (668,383)                       |
| 3245 Grants - Other Agencies                               | 2,093,000                             | 5,833,452                             | -                                       | (5,833,452)                     |
| <b>TOTAL OTHER GRANTS</b>                                  | <b>2,117,000</b>                      | <b>12,844,171</b>                     | <b>-</b>                                | <b>(12,844,171)</b>             |
| <b>REDEVELOPMENT - CAPITAL PROJECTS FUND (191)</b>         |                                       |                                       |   |                                 |
| 3116 Tax Increment   | -                                     | -                                     | -                                       | -                               |
| 3511 Interest  | -                                     | -                                     | -                                       | -                               |
| <b>TOTAL REDEV. - CAPITAL PROJECTS</b>                     | <b>-</b>                              | <b>-</b>                              | <b>-</b>                                | <b>-</b>                        |
| <b>LOW INCOME HOUSING FUND (192)</b>                       |                                       |                                       |   |                                 |
| 3117 20% Set Aside   | -                                     | -                                     | -                                       | -                               |
| 3511 Interest  | -                                     | -                                     | -                                       | -                               |
| 3990 Miscellaneous   | -                                     | -                                     | -                                       | -                               |
| <b>TOTAL LOW INCOME HOUSING</b>                            | <b>-</b>                              | <b>-</b>                              | <b>-</b>                                | <b>-</b>                        |
| <b>REDEVELOPMENT OBLIGATION RETIREMENT FUND (193)</b>      |                                       |                                       |   |                                 |
| 3116 Tax Increment   | -                                     | -                                     | -                                       | -                               |
| 3224 Federal/State Reimbursements                          | 400,000                               | 5,000                                 | 475,000                                 | 470,000                         |
| 3990 Miscellaneous   | -                                     | -                                     | -                                       | -                               |
| <b>TOTAL ROPS</b>  | <b>400,000</b>                        | <b>5,000</b>                          | <b>475,000</b>                          | <b>470,000</b>                  |
| <b>TOTAL REVENUES</b>                                      | <b>58,225,184</b>                     | <b>77,164,207</b>                     | <b>51,651,651</b>                       | <b>(25,512,556)</b>             |

Budget Changes  
FY 2014-2015 to FY 2015-2016

| Department/Division       | Type      | 2014-15<br>Adopted Budget | 2015-16<br>Budget Request | Differences | % Change |
|---------------------------|-----------|---------------------------|---------------------------|-------------|----------|
| <b>General Fund (121)</b> |           |                           |                           |             |          |
| <u>Administration</u>     |           |                           |                           |             |          |
| City Council              | Personnel | 160,454                   | 165,630                   | 5,176       | 3.23%    |
|                           | Operating | 101,601                   | 101,601                   | -           | 0.00%    |
| City Manager              | Personnel | 481,820                   | 541,623                   | 59,803      | 12.41%   |
|                           | Operating | 23,950                    | 23,950                    | -           | 0.00%    |
| City Attorney             | Personnel | -                         | -                         | -           | 0.00%    |
|                           | Operating | 175,890                   | 175,890                   | -           | 0.00%    |
| Public Information        | Personnel | 73,630                    | 77,613                    | 3,983       | 5.41%    |
|                           | Operating | 38,169                    | 40,997                    | 2,828       | 7.41%    |
|                           |           | 1,055,514                 | 1,127,304                 | 71,790      | 6.80%    |
| <u>Human Resources</u>    |           |                           |                           |             |          |
| Human Resources           | Personnel | 380,481                   | 465,842                   | 85,361      | 22.44%   |
|                           | Operating | 222,387                   | 222,397                   | 10          | 0.00%    |
|                           |           | 602,868                   | 688,239                   | 85,371      | 14.16%   |
| <u>City Clerk</u>         |           |                           |                           |             |          |
| City Clerk                | Personnel | 232,519                   | 370,721                   | 138,202     | 59.44%   |
|                           | Operating | 23,516                    | 24,116                    | 600         | 2.55%    |
| Election                  | Personnel | 160,286                   | 36,514                    | (123,772)   | -77.22%  |
|                           | Operating | 100,000                   | -                         | (100,000)   | -100.00% |
|                           |           | 516,321                   | 431,351                   | (84,970)    | -16.46%  |
| <u>Mission Playhouse</u>  |           |                           |                           |             |          |
| Mission Playhouse         | Personnel | 817,125                   | 1,018,552                 | 201,427     | 24.65% * |
|                           | Operating | 246,957                   | 301,758                   | 54,801      | 22.19%   |
|                           |           | 1,064,082                 | 1,320,310                 | 256,228     | 24.08%   |
| <u>Finance</u>            |           |                           |                           |             |          |
| City Treasurer            | Personnel | 153,855                   | 168,557                   | 14,702      | 9.56%    |
|                           | Operating | 1,400                     | 1,400                     | -           | 0.00%    |
| Finance                   | Personnel | 640,509                   | 719,715                   | 79,206      | 12.37% * |
|                           | Operating | 345,603                   | 333,603                   | (12,000)    | -3.47%   |
| Information Tech          | Personnel | -                         | -                         | -           | 0.00%    |
|                           | Operating | 330,951                   | 341,451                   | 10,500      | 3.17%    |
|                           | Capital   | -                         | 30,000                    | 30,000      | 100.00%  |
| Purchasing                | Personnel | 200,340                   | 218,974                   | 18,634      | 9.30%    |
|                           | Operating | 1,500                     | 1,500                     | -           | 0.00%    |
| General Services          | Personnel | 21,841                    | 24,944                    | 3,103       | 14.21%   |
|                           | Operating | 77,610                    | 95,610                    | 18,000      | 23.19%   |
| Insurance                 | Personnel | -                         | -                         | -           | 0.00%    |
|                           | Operating | 2,863,000                 | 2,863,000                 | -           | 0.00%    |
|                           |           | 4,636,609                 | 4,798,754                 | 162,145     | 3.50%    |

\* Note: Changes due to additional personnel requests not just due to Council's action on 12/16/14.

Budget Changes  
FY 2014-2015 to FY 2015-2016

| Department/Division          | Type      | 2014-15<br>Adopted Budget | 2015-16<br>Budget Request | Differences | % Change |
|------------------------------|-----------|---------------------------|---------------------------|-------------|----------|
| <b>General Fund (121)</b>    |           |                           |                           |             |          |
| <u>Police</u>                |           |                           |                           |             |          |
| Police                       | Personnel | 9,798,255                 | 10,632,068                | 833,813     | 8.51%    |
|                              | Operating | 1,298,700                 | 1,298,194                 | (506)       | -0.04%   |
|                              |           | 11,096,955                | 11,930,262                | 833,307     | 7.51%    |
| <u>Fire</u>                  |           |                           |                           |             |          |
| Fire                         | Personnel | 5,652,995                 | 5,729,651                 | 76,656      | 1.36%    |
|                              | Operating | 1,390,888                 | 1,441,326                 | 50,438      | 3.63%    |
| Fire-EOC                     | Personnel | -                         | -                         | -           | 0.00%    |
|                              | Operating | 26,976                    | 26,976                    | -           | 0.00%    |
| Disaster Preparedness        | Personnel | -                         | -                         | -           | 0.00%    |
|                              | Operating | 11,000                    | 15,000                    | 4,000       | 36.36%   |
|                              |           | 7,081,859                 | 7,212,953                 | 131,094     | 1.85%    |
| <u>Public Works</u>          |           |                           |                           |             |          |
| Administration               | Personnel | 338,146                   | 369,353                   | 31,207      | 9.23%    |
|                              | Operating | 439,617                   | 465,622                   | 26,005      | 5.92%    |
|                              | Capital   | 161,866                   | 214,300                   | 52,434      | 32.39%   |
| Engineering                  | Personnel | 482,175                   | 499,947                   | 17,772      | 3.69%    |
|                              | Operating | 6,600                     | 6,100                     | (500)       | -7.58%   |
| Street Services              | Personnel | 739,174                   | 712,290                   | (26,884)    | -3.64%   |
|                              | Operating | 576,230                   | 812,700                   | 236,470     | 41.04%   |
| Park Maintenance             | Personnel | 747,709                   | 800,539                   | 52,830      | 7.07%    |
|                              | Operating | 153,255                   | 242,755                   | 89,500      | 58.40%   |
|                              | Capital   | 115,000                   | 29,500                    | (85,500)    | -74.35%  |
| Facilities                   | Personnel | 110,508                   | 144,003                   | 33,495      | 30.31%   |
|                              | Operating | 66,500                    | 78,890                    | 12,390      | 18.63%   |
|                              | Capital   | 3,500                     | 20,000                    | 16,500      | 471.43%  |
| Aquatics                     | Personnel | 53,989                    | 61,752                    | 7,763       | 14.38%   |
|                              | Operating | 28,100                    | 28,100                    | -           | 0.00%    |
|                              |           | 4,022,369                 | 4,485,851                 | 463,482     | 11.52%   |
| <u>Community Development</u> |           |                           |                           |             |          |
| Administration               | Personnel | 351,715                   | 375,372                   | 23,657      | 6.73%    |
|                              | Operating | 71,160                    | 108,380                   | 37,220      | 52.30%   |
| Planning                     | Personnel | 508,620                   | 553,432                   | 44,812      | 8.81%    |
|                              | Operating | 112,035                   | 87,524                    | (24,511)    | -21.88%  |
| Building and Safety          | Personnel | 392,242                   | 426,704                   | 34,462      | 8.79%    |
|                              | Operating | 744,829                   | 745,439                   | 610         | 0.08%    |
| Neighborhood Imp Srvcs       | Personnel | 146,622                   | 244,348                   | 97,726      | 66.65%*  |
|                              | Operating | 35,599                    | 36,159                    | 560         | 1.57%    |

\* Note: Changes due to additional personnel requests not just due to Council's action on 12/16/14.

Budget Changes  
FY 2014-2015 to FY 2015-2016

| Department/Division                      | Type  | 2014-15<br>Adopted Budget | 2015-16<br>Budget Request | Differences | % Change |
|--|---|---------------------------|---------------------------|-------------|----------|
| <b>General Fund (121)</b>                |   |                           |                           |             |          |
| <u>Community Development (continued)</u> |   |                           |                           |             |          |
| Economic Development                     | Personnel                                       | 144,176                   | 123,423                   | (20,753)    | -14.39%  |
|  | Operating                                       | 129,220                   | 129,220                   | -           | 0.00%    |
|  |   | 2,636,218                 | 2,830,001                 | 193,783     | 7.35%    |
| <u>Community Services</u>                |   |                           |                           |             |          |
| Administration                           | Personnel                                       | 530,867                   | 640,595                   | 109,728     | 20.67% * |
|  | Operating                                       | -                         | -                         | -           | 0.00%    |
|  | Capital   | -                         | 40,000                    | 40,000      | 100.00%  |
| Aquatics                                 | Personnel                                       | 94,083                    | 105,799                   | 11,716      | 12.45%   |
|  | Operating                                       | 40,567                    | 43,060                    | 2,493       | 6.15%    |
| Facilities                               | Personnel                                       | 71,394                    | 87,749                    | 16,355      | 22.91% * |
|  | Operating                                       | 58,106                    | 59,440                    | 1,334       | 2.30%    |
| Recreation                               | Personnel                                       | 72,411                    | 85,655                    | 13,244      | 18.29%   |
|  | Operating                                       | 135,239                   | 210,479                   | 75,240      | 55.63%   |
|  |   | 1,002,667                 | 1,272,777                 | 270,110     | 26.94%   |
|  | <b>Total Personnel</b>                          | 23,557,941                | 25,401,365                |             |          |
|  | <b>Total Operating</b>                          | 9,877,155                 | 10,362,637                |             |          |
|  | <b>Total General Fund Special Proj Changes:</b> | 280,366                   | 333,800                   |             |          |
|  |   | 33,715,462                | 36,097,802                |             |          |

|   | % over FY 14-15        |
|---|------------------------|
| <b>Total Personnel Changes:</b>                 | <b>1,843,424</b> 7.83% |
| <b>Total Operating Changes:</b>                 | <b>485,482</b> 4.92%   |
| <b>Total General Fund Special Proj Changes:</b> | <b>53,434</b> 19.06%   |
| <b>Total Changes:</b>                           | <b>2,382,340</b> 7.07% |
| <br>  |                        |
| <b>Personnel: Net Full-time Increase</b>        | <b>1</b>               |
| <b>Net Part-time Increase</b>                   | <b>2</b>               |
| <br>  |                        |
| <b>Projected General Fund Revenues:</b>         |                        |
| FY 2014-2015                                    | 39,164,091             |
| FY 2015-2016                                    | 30,297,795             |

\* Note: Changes due to additional personnel requests not just due to Council's action on 12/16/14.

# DEPARTMENT DIVISION DESCRIPTIONS

## Public Works - Administration

The Administration Division coordinates, manages and supports all Public Works Department activities and resources in an effective and efficient manner. The Division is responsible for preparing the Public Works 5-Year Capital Improvement Program as well as the operating budgets for all Departmental cost centers.

In the previous year, the Division successfully concluded negotiations with the State Attorney General and Regional Water Quality Control Board regarding the consent judgment for past sewer violations, oversaw the completion of the rough grading contract and began construction on the new Public Works Facility, and implemented the first year of the newly approved Sewer User Fee.

One of the key goals for the upcoming fiscal year is completion of the Public Works Facility and relocation of staff and equipment to this new building. Other goals include establishing new or renewed contracts for environmental compliance such street sweeping, stormwater management, and sewer consent judgment mandated tasks.

## Engineering

The Engineering Division provides high quality, reliable public improvements through the review, permitting, and inspection of private projects and delivery of public capital improvement projects.

In the previous year, the Division delivered over \$4 million worth of pavement resurfacing projects consisting of 3.6 miles along portions of Las Tunas Drive, Fairview Avenue, Mission Drive, Norwood Place and others. Staff also reviewed and permitted over 300 development and utility projects.

In the coming year, Engineering is expected to permit public improvements associated with several large development projects. The Division will also oversee the design and construction of projects such as CDBG street and ramp improvements, Del Mar Avenue sewer design, and the design of pavement reconstruction on Del Mar Avenue if the funding is approved by the California Infrastructure Bank.

## Street Services

Street Services is one of the two cost centers in the Field Operations Division and encompasses maintenance of street pavement, sidewalks, traffic signal and street lighting systems, signs and markings to provide for the safe and efficient movement of people using all modes of travel: auto, pedestrian, bicycle and transit.

In the past year, the Division repaired numerous high-priority sidewalk defects, patched damaged asphalt on several street segments, installed solar warning lights at Fire Station 52, and repainted crosswalks near all elementary schools.

In the coming year, the Division has requested funds to purchase new equipment and additional materials to at least double the amount of pavement repairs performed by City crews. In addition, the Division will oversee a sidewalk repair program including repairs performed by contract and with City crews. Field Operations will also work with Park Maintenance crews to expand cross training to better prepare the Department for larger projects and emergency response.

### **Park Maintenance**

The Park Maintenance cost center of the Parks and Facilities Division is responsible for the planting, trimming, and irrigation of all City parks, street trees, median islands, parkways, and landscaping at city facilities to provide an inviting, well-groomed, and aesthetically pleasing appearance and preserve a healthy urban forest.

In the past year, this group completed planting street trees along Valley Boulevard, improved tree trimming safety practices, replaced obsolete playground components at Roosevelt Elementary, and supported the City's new weekly Farmer's Market as well as the Lunar New Year Festival in the Mission District. We also modified irrigation practices and changed plantings at several locations to respond to the water conservation requirements from the state.

In the coming year, additional efforts will be directed toward compliance with the emergency water restrictions due to the statewide drought. Ongoing maintenance will also expand to the new Marshall Community Park and the new landscaped medians along Las Tunas Drive.

### **Aquatics**

The Aquatics cost center of the Parks and Facilities Division is responsible for operating and maintaining the swimming pools and associated facilities at Smith Park, including pumps, heaters, lighting, filtration and chemical treatment systems.

In the past year, the surfacing of the wading pool was replaced and new signage installed to improve safety and comfort for families using this pool. Staff also replaced the chlorine pump that provides balanced water chemistry.

In the year ahead, a new surface will be installed on top of the pool deck and tiles will be repaired to improve safety for all users.

### **Facilities**

The Facilities cost center of the Parks and Facilities Division provides safe and comfortable places for Council meetings, community and recreational activities, and city employees by maintaining, repairing, cleaning and enhancing the physical condition of city buildings.

In the past year, long-awaited renovations at City Hall began bringing new paint, carpet and tile throughout the upstairs, plus front counter renovations, new carpet, and paint in the Community Development Department. New workstations were constructed for the Public Information Officer and Economic Development Manager. Kitchen remodels were completed at the Police Department, Community Services Department and City Hall. New emergency exit signs were also installed throughout City Hall.

In the coming year, painting and other upgrades will be completed at the Police Department. City Hall renovations will continue with new paint, carpet and workstation modifications in Finance, City Clerk and Administration areas. Lighting throughout City Hall will be replaced with energy-efficient LED fixtures.

### **Fleet Services**

The Fleet Services Division manages the City's fleet of patrol cars, fire engines, ambulances, passenger vehicles, heavy-duty trucks, power equipment and power generators for maximum safety, efficiency and compliance with air quality and greenhouse gas emission regulations.

In the past year, the Division performed preventive maintenance on a scheduled basis on all vehicles, as well as numerous emergency or unplanned repairs to many of the police patrol cars and the fire engines. Staff participated in selecting new vehicles including the new Explorer Interceptors, a new Pierce Fire Engine, and a Kenworth Vactor truck.

In the year ahead, Fleet Services will continue to provide preventive maintenance and repairs on the entire fleet, as well as prepare new vehicles for service, including installation of radios, lightbars, computers and other specialized equipment.

### **Sewer**

The Sewer cost center includes portions of the Field Operations, Engineering and Administration Divisions. The cost center is funded by the Sewer User Fee approved by Council in 2014 and is responsible for ensuring public health and safety through effective maintenance and repair of the sewer collection system.

In the past year, Field Operations sewer maintenance crews cleaned over 60 miles of sewer mains. Three crews successfully completed pre-certification for wastewater collection system training. The Administration Division completed negotiations toward the Consent Judgment for past violations. Engineering reviewed sewer studies and plans for a number of development projects throughout the city.

In the coming year, the new Vactor truck will allow Field Operations crews to more thoroughly clean the mains of debris and reduce the risk of blockages and overflows. Crews will also continue operator training and certification. Contracts will be issued for treating roots, performing video inspection, and implementing an asset management system.

### **Local Transit Development**

The Local Transit Development cost center funds the maintenance of the City's two transit Park and Ride parking lots which support and encourage commuters to choose transit to get to work or other destinations. This maintenance work is performed by Parks & Facilities Division staff.

# Public Works

## DEPARTMENT PERFORMANCE MEASUREMENT

| <u>Unit of Measure</u>                              | 2013-14<br><u>Actual</u> | 2014-15<br><u>Estimated</u> | <u>Notes</u>   |
|---|--------------------------|-----------------------------|--|
| Number of work orders processed                     | 1138                     | 1150                        | Includes Field Operations and Parks & Facilities Divisions   |
| Feet of sewer line repaired                         | 0                        | 506                         | First ever sewer main repairs under the new Sewer User Fee were constructed on Las Tunas Drive in April 2015.  |
| Number of sewer overflows                           | 8                        | 1                           | Target is 0. Also see Outcomes section below.  |
| Number of street trees planted                      | 260                      | 14                          | Tree planting in 2013-14 funded in large part by grant from the County and replacement of trees from 2011 windstorm. Staff is pursuing grant for over 300 new trees in 2015-16.  |
| Number of ADA sidewalk ramps constructed            | 14                       | 63                          | In compliance with Federal Civil Rights law, ramps are replaced during street paving projects and through annual upgrades.   |
| Miles of sewer pipe inspected by CCTV               | 2                        | 10                          | This will increase to 35 miles in 2015-16 under Consent Judgment   |
| Number of Engineering permits issued                | 119                      | 330                         | This is an indicator of increased development activity as well as a large number of utility company repairs and upgrades.  |
| <b><u>Key Performance Indicators</u></b>            |                          |                             |  |
| Lane miles of streets resurfaced                    | 0                        | 3.6                         | Includes Las Tunas Drive, 2014 Great Streets and CDBG street improvement projects.   |
| Miles of sewer cleaned                              | *                        | 60                          | Data not available for 2013-14.  |
| Number of CIP projects completed or in construction | 4                        | 7                           | 2013-14 projects include Citywide Bus Shelters, PW Facility Rough Grading, ADA Ramps, and Rule 20A. 2014-15 projects include Bus Shelters, Great Streets, CDBG Street Improvements, Las Tunas Drive Rehabilitation, PW Facility Construction, Roosevelt Park Playground, and Smith Park Pool |
| Number of street & park trees maintained            | *                        | 257                         | Data not available for 2013-14. Includes work by contract and in-house staff.  |
| <b><u>Outcomes</u></b>                              |                          |                             |  |
| Pavement Condition Index                            | N/A                      | **                          | Last condition survey in 2009. Updated PCI will be available in May 2015.  |
| % change in sewer overflows                         | 300%                     | -88%                        | Overflows increased from 2 in 2012-13 to 8 in 2013-14. Only 1 overflow to date in 2014-15.   |

\* Data not available

\*\* Index will be calculated and available before final publication

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
800 PUBLIC WORKS  
12 ADMINISTRATION

|        |                        | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|------------------------|---|---|
| 11-000 | Full Time Employees    | 235,694                                 | 254,998                                 |
| 12-000 | Limited Time Employees | 0                                       | 0                                       |
| 13-000 | Overtime Employees     | 0                                       | 0                                       |
| 19-001 | Health Insurance       | 52,280                                  | 50,592                                  |
| 19-002 | Retirement             | 46,754                                  | 60,066                                  |
| 19-004 | Medicare               | 3,418                                   | 3,697                                   |
|        | Salaries and Benefits  | 338,146                                 | 369,353                                 |
| 21-000 | Special Departmental   | 1,150                                   | 8,600                                   |
| 22-000 | Contractual            | 0                                       | 1,000                                   |
| 31-000 | Office Operating       | 2,000                                   | 2,500                                   |
| 40-003 | Electricity            | 315,700                                 | 315,700                                 |
| 40-004 | Gas                    | 2,700                                   | 2,700                                   |
| 40-005 | Telephone              | 40,770                                  | 40,770                                  |
| 40-006 | Water                  | 38,457                                  | 35,000                                  |
| 40-007 | Cable Services         | 2,800                                   | 2,800                                   |
| 40-008 | Sewer Service Charge   | 0                                       | 3,602                                   |
| 40-010 | Cellular Services      | 5,850                                   | 9,030                                   |
| 43-000 | Uniforms               | 0                                       | 12,730                                  |
| 45-000 | Educational            | 17,835                                  | 16,835                                  |
| 53-000 | Membership and Dues    | 4,505                                   | 4,505                                   |
| 54-000 | Allowances             | 7,850                                   | 9,850                                   |
|        | Operating              | 439,617                                 | 465,622                                 |
| 91-000 | Budget Savings         | 0                                       | 0                                       |
|        | ADMINISTRATION         | <u>777,763</u>                          | <u>834,975</u>                          |

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "21") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|                            |                            |                              |
|----------------------------|----------------------------|------------------------------|
| Public Works<br>Department | Administration<br>Division | 121-800-12<br>Account Number |
|----------------------------|----------------------------|------------------------------|

| Activity Type                               | Potential Vendor       | Amount       |
|---|------------------------|--------------|
| #1: Publications, Manuals, Standards, Codes | TBD                    | 400          |
| #2: GIS Licensing                           | ESRI (Split 50/50 CDD) | 3,200        |
| #3: Community Engagement                    |                        | 5,000        |
| #4:   |                        |              |
| #5:   |                        |              |
| #6:   |                        |              |
| #7:   |                        |              |
| #8:   |                        |              |
| #9:   |                        |              |
| #10:  |                        |              |
| #11:  |                        |              |
| #12:  |                        |              |
| #13:  |                        |              |
| #14:  |                        |              |
| #15:  |                        |              |
| #16:  |                        |              |
| #17:  |                        |              |
| #18:  |                        |              |
| #19:  |                        |              |
| #20:  |                        |              |
| <b>TOTAL</b>                                |                        | <b>8,600</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**

2015-16 Contractual (Account "22") Budget Detail  
*Payments to persons/agencies for services rendered*

|              |                |                |
|--------------|----------------|----------------|
| Public Works | Administration | 121-800-12     |
| Department   | Division       | Account Number |

| Activity Type            | Potential Vendor | Amount       |
|--------------------------|------------------|--------------|
| #1: Backflow Inspections | JD Plumbing      | 1,000        |
| #2:                      |                  |              |
| #3:                      |                  |              |
| #4:                      |                  |              |
| #5:                      |                  |              |
| #6:                      |                  |              |
| #7:                      |                  |              |
| #8:                      |                  |              |
| #9:                      |                  |              |
| #10:                     |                  |              |
| #11:                     |                  |              |
| #12:                     |                  |              |
| #13:                     |                  |              |
| #14:                     |                  |              |
| #15:                     |                  |              |
| #16:                     |                  |              |
| #17:                     |                  |              |
| #18:                     |                  |              |
| #19:                     |                  |              |
| #20:                     |                  |              |
| <b>TOTAL</b>             |                  | <b>1,000</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Office Operating (Account "31") Budget Detail**  
*Department office supplies*

|                            |                            |                              |
|----------------------------|----------------------------|------------------------------|
| Public Works<br>Department | Administration<br>Division | 121-800-12<br>Account Number |
|----------------------------|----------------------------|------------------------------|

| Activity Type       | Potential Vendor           | Amount       |
|---------------------|----------------------------|--------------|
| #1: Office Supplies | Office Depot, Staples, etc | 2,500        |
| #2:                 |                            |              |
| #3:                 |                            |              |
| #4:                 |                            |              |
| #5:                 |                            |              |
| #6:                 |                            |              |
| #7:                 |                            |              |
| #8:                 |                            |              |
| #9:                 |                            |              |
| #10:                |                            |              |
| #11:                |                            |              |
| #12:                |                            |              |
| #13:                |                            |              |
| #14:                |                            |              |
| #15:                |                            |              |
| #16:                |                            |              |
| #17:                |                            |              |
| #18:                |                            |              |
| #19:                |                            |              |
| <b>TOTAL</b>        |                            | <b>2,500</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Uniforms (Account "43") Budget Detail**  
*Department office supplies*

|                            |                            |                              |
|----------------------------|----------------------------|------------------------------|
| Public Works<br>Department | Administration<br>Division | 121-800-12<br>Account Number |
|----------------------------|----------------------------|------------------------------|

| <u>Activity Type</u> | <u>Potential Vendor</u> | <u>Amount</u>        |
|----------------------|-------------------------|----------------------|
| #1: Uniforms         | TBD                     | 12,730               |
| #2:                  |                         |                      |
| #3:                  |                         |                      |
| #4:                  |                         |                      |
| #5:                  |                         |                      |
| #6:                  |                         |                      |
| #7:                  |                         |                      |
| #8:                  |                         |                      |
| #9:                  |                         |                      |
| #10:                 |                         |                      |
| #11:                 |                         |                      |
| #12:                 |                         |                      |
| #13:                 |                         |                      |
| #14:                 |                         |                      |
| #15:                 |                         |                      |
| #16:                 |                         |                      |
| #17:                 |                         |                      |
| #18:                 |                         |                      |
| #19:                 |                         |                      |
| <b>TOTAL</b>         |                         | <b><u>12,730</u></b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Educational (Account "45") Budget Detail**  
*Staff training and development*

|              |                |                |
|--------------|----------------|----------------|
| Public Works | Administration | 121-800-12     |
| Department   | Division       | Account Number |

| Activity Type                              | Potential Vendor | Amount        |
|--|------------------|---------------|
| #1: Seminars - All Divisions               | TBD              | 2,500         |
| #2: Safety Training - Field Ops & Park Mai | TBD              | 4,500         |
| #3: Vehicle Maint Training                 | TBD              | 6,000         |
| #4: Aquatic Facility Training              | NRPA/CPRS        | 400           |
| #5: Playground Safety Training             | NRPA/CPRS        | 735           |
| #6: Arborist Training                      | TBD              | 1,000         |
| #7: Pesticide Applicator Training          | PAPA             | 1,200         |
| #8: Executive Team Retreat                 | TBD              | 500           |
| #9: _____                                  | _____            | _____         |
| #10: _____                                 | _____            | _____         |
| #11: _____                                 | _____            | _____         |
| #12: _____                                 | _____            | _____         |
| #13: _____                                 | _____            | _____         |
| #14: _____                                 | _____            | _____         |
| #15: _____                                 | _____            | _____         |
| #16: _____                                 | _____            | _____         |
| #17: _____                                 | _____            | _____         |
| #18: _____                                 | _____            | _____         |
| #19: _____                                 | _____            | _____         |
| #20: _____                                 | _____            | _____         |
| <b>TOTAL</b>                               |                  | <b>16,835</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Memberships and Dues (Account "53") Budget Detail**  
*Amounts paid for membership in various organizations*

|                            |                            |                              |
|----------------------------|----------------------------|------------------------------|
| Public Works<br>Department | Administration<br>Division | 121-800-12<br>Account Number |
|----------------------------|----------------------------|------------------------------|

| <u>Member Name</u>                                 | <u>Organization</u>                      | <u>Amount</u>       |
|--|--|---------------------|
| #1: Director, Principal & Associate Engrs          | City & County Engineers Assoc            | 100                 |
| #2: Field Op Mgr, Street Lead, Mgmt Analyst        | Maint Superintendent Assoc               | 120                 |
| #3: Director, Principal Engr                       | ITE                                      | 575                 |
| #4: Agency Membership (6 staff)                    | APWA                                     | 880                 |
| #5: All Engineers                                  | CA PE License                            | 600                 |
| #6: Principal Engineer                             | ASCE                                     | 300                 |
| #7: Parks & Facilities Mgr, Parks Lead, TBD        | QAC/PCA Licensing (Pesticide Regulation) | 600                 |
| #8: Parks & Facilities Mgr, Tree Lead              | Int'l Society of Arboriculture           | 600                 |
| #9: Field Op Mgr, Signal/Lighting Lead, Facil Lead | International Municipal Signal Assoc     | 250                 |
| #10: Director, Parks & Facilities Mgr, Parks Lead  | NRPA                                     | 480                 |
| #11: _____   | _____                                    | _____               |
| #12: _____   | _____                                    | _____               |
| #13: _____   | _____                                    | _____               |
| #14: _____   | _____                                    | _____               |
| #15: _____   | _____                                    | _____               |
| #16: _____   | _____                                    | _____               |
| #17: _____   | _____                                    | _____               |
| #18: _____   | _____                                    | _____               |
| #19: _____   | _____                                    | _____               |
| #20: _____   | _____                                    | _____               |
| <b>TOTAL</b>                                       |  | <b><u>4,505</u></b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Allowances (Account "54") Budget Detail**  
*Primarily for attendance of conferences and meetings*

|              |                |                |
|--------------|----------------|----------------|
| Public Works | Administration | 121-800-12     |
| Department   | Division       | Account Number |

| <u>Activity Type</u>                              | <u>Potential Vendor</u>       | <u>Amount</u>           |
|---|-------------------------------|-------------------------|
| #1: <u>Public Works TAC meetings</u>              | <u>SGVCOG</u>                 | <u>150</u>              |
| #2: <u>League of Cities PWOI</u>                  | <u>League of Cities</u>       | <u>600</u>              |
| #3: <u>Remote Access Software Licensing</u>       | <u>GoToMyPC</u>               | <u>100</u>              |
| #4: <u>Meetings</u>                               | <u>CCEA/ITE</u>               | <u>200</u>              |
| #5: <u>Travel/Lodging for conferences</u>         | <u>TBD</u>                    | <u>2,500</u>            |
| #6: <u>Registration/Workshops</u>                 | <u>APWA</u>                   | <u>500</u>              |
| #7: <u>Misc Conference Allowance</u>              | <u>TBD</u>                    | <u>1,800</u>            |
| #8: <u>Registration/Workshops</u>                 | <u>IMSA</u>                   | <u>1,000</u>            |
| #9: <u>Registration/Workshops</u>                 | <u>Maint Supervisor Assoc</u> | <u>500</u>              |
| #10: <u>Public Works Day Community Engagement</u> | <u>TBD</u>                    | <u>2,500</u>            |
| #11: _____  | _____                         | _____                   |
| #12: _____  | _____                         | _____                   |
| #13: _____  | _____                         | _____                   |
| #14: _____  | _____                         | _____                   |
| #15: _____  | _____                         | _____                   |
| #16: _____  | _____                         | _____                   |
| #17: _____  | _____                         | _____                   |
| #18: _____  | _____                         | _____                   |
| #19: _____  | _____                         | _____                   |
| #20: _____  | _____                         | _____                   |
| <br><b>TOTAL</b>                                  |                               | <br><b><u>9,850</u></b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.







**CITY OF SAN GABRIEL**  
**2015-16 Additional Budget Request**  
(Please complete one form for each item)

**Request Number #4**

|                            |                            |                              |
|----------------------------|----------------------------|------------------------------|
| Public Works<br>Department | Administration<br>Division | 121-800-12<br>Account Number |
|----------------------------|----------------------------|------------------------------|

| <b>Activity Type (Check One)</b><br><input type="checkbox"/> Personnel<br><input type="checkbox"/> Operating<br><input type="checkbox"/> Special Projects<br><input checked="" type="checkbox"/> Capital Outlay | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;">Funding Source (Check One)</th> <th style="text-align:right; border-bottom: 1px solid black;">Funding Amount</th> </tr> </thead> <tbody> <tr><td><input type="checkbox"/> General Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Mission Playhouse Imp. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Parks and Rec Facility Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "A"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "C"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Redevelopment</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> AQMD Trust Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Asset Forfeiture Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> State Sup. Law Enforce. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Gas Tax</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Waste Management Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Increased Fees (Please Specify)</td><td style="text-align:right;">_____</td></tr> <tr><td colspan="2"><hr/></td></tr> <tr><td><input checked="" type="checkbox"/> Other (Please Specify)<br/>CalRecycle Grant</td><td style="text-align:right; vertical-align: bottom;">11,300</td></tr> <tr><td colspan="2"><hr/></td></tr> <tr><td><b>Total Program Cost</b></td><td style="text-align:right;"><b>11,300</b></td></tr> </tbody> </table> | Funding Source (Check One) | Funding Amount | <input type="checkbox"/> General Fund | _____ | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify) | _____ | <hr/> |  | <input checked="" type="checkbox"/> Other (Please Specify)<br>CalRecycle Grant | 11,300 | <hr/> |  | <b>Total Program Cost</b> | <b>11,300</b> |
|---|--|----------------------------|----------------|---------------------------------------|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|--|-------|-------|--|--|--------|-------|--|---------------------------|---------------|
| Funding Source (Check One)  | Funding Amount   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <input type="checkbox"/> General Fund   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <input type="checkbox"/> Mission Playhouse Imp. Fund  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <input type="checkbox"/> Parks and Rec Facility Fund  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <input type="checkbox"/> Proposition "A"  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <input type="checkbox"/> Proposition "C"  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <input type="checkbox"/> Redevelopment  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <input type="checkbox"/> AQMD Trust Fund  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <input type="checkbox"/> Asset Forfeiture Fund  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <input type="checkbox"/> State Sup. Law Enforce. Fund   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <input type="checkbox"/> Gas Tax  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <input type="checkbox"/> Waste Management Fund  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <input type="checkbox"/> Increased Fees (Please Specify)  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <hr/>   |  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <input checked="" type="checkbox"/> Other (Please Specify)<br>CalRecycle Grant  | 11,300   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <hr/>   |  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <b>Total Program Cost</b>   | <b>11,300</b>  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <b>Program or Item Description:</b><br>CalRecycle Used Oil Program  |  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |

**Justification**

CalRecycle administers a program to provide opportunities for local governments to receive payments for used oil and used oil filter collection/recycling programs. The goal of the program is for educational outreach and provide residents with used oil filter collection opportunities.

**CITY OF SAN GABRIEL**  
**2015-16 Additional Budget Request**  
 (Please complete one form for each item)

Request Number #5

|              |                |                |
|--------------|----------------|----------------|
| Public Works | Administration | 121-800-12     |
| Department   | Division       | Account Number |

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input checked="" type="checkbox"/> Capital Outlay</p> | <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;">Funding Source (Check One)</th> <th style="text-align: right; border-bottom: 1px solid black;">Funding Amount</th> </tr> </thead> <tbody> <tr><td><input type="checkbox"/> General Fund</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Mission Playhouse Imp. Fund</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Parks and Rec Facility Fund</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "A"</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "C"</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Redevelopment</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> AQMD Trust Fund</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Asset Forfeiture Fund</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> State Sup. Law Enforce. Fund</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Gas Tax</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Waste Management Fund</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Increased Fees (Please Specify)</td><td style="text-align: right;">_____</td></tr> <tr><td colspan="2"><hr/></td></tr> <tr><td><input checked="" type="checkbox"/> Other (Please Specify)<br/>NPDES Fees</td><td style="text-align: right; vertical-align: bottom;">185,000</td></tr> <tr><td colspan="2"><hr/></td></tr> <tr><td><b>Total Program Cost</b></td><td style="text-align: right;"><b>185,000</b></td></tr> </tbody> </table> | Funding Source (Check One) | Funding Amount | <input type="checkbox"/> General Fund | _____ | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify) | _____ | <hr/> |  | <input checked="" type="checkbox"/> Other (Please Specify)<br>NPDES Fees | 185,000 | <hr/> |  | <b>Total Program Cost</b> | <b>185,000</b> |
|--|---|----------------------------|----------------|---------------------------------------|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|--|-------|-------|--|--|---------|-------|--|---------------------------|----------------|
| Funding Source (Check One)   | Funding Amount  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |         |       |  |                           |                |
| <input type="checkbox"/> General Fund  | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |         |       |  |                           |                |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |         |       |  |                           |                |
| <input type="checkbox"/> Parks and Rec Facility Fund   | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |         |       |  |                           |                |
| <input type="checkbox"/> Proposition "A"   | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |         |       |  |                           |                |
| <input type="checkbox"/> Proposition "C"   | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |         |       |  |                           |                |
| <input type="checkbox"/> Redevelopment   | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |         |       |  |                           |                |
| <input type="checkbox"/> AQMD Trust Fund   | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |         |       |  |                           |                |
| <input type="checkbox"/> Asset Forfeiture Fund   | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |         |       |  |                           |                |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |         |       |  |                           |                |
| <input type="checkbox"/> Gas Tax   | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |         |       |  |                           |                |
| <input type="checkbox"/> Waste Management Fund   | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |         |       |  |                           |                |
| <input type="checkbox"/> Increased Fees (Please Specify)   | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |         |       |  |                           |                |
| <hr/>  |   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |         |       |  |                           |                |
| <input checked="" type="checkbox"/> Other (Please Specify)<br>NPDES Fees   | 185,000   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |         |       |  |                           |                |
| <hr/>  |   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |         |       |  |                           |                |
| <b>Total Program Cost</b>  | <b>185,000</b>  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |         |       |  |                           |                |
| <p><b>Program or Item Description:</b></p> <p>Stormwater Program</p>   |   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |         |       |  |                           |                |

|  |         |
|--|---------|
| <b>Justification</b>   |         |
| Mandated permit fees/monitoring programs associated with NPDES & State/Reginal Water Board. To be funded by NPDES fees collected with building permits and business licensing. |         |
| *Technical consultant fees   | 50,000  |
| *Gateway City COG Metals TMDL monitoring   | 8,000   |
| *Water Resources Control Board Annual Permits  | 16,000  |
| *CPR membership  | 10,000  |
| *CASQA/WEF membership  | 1,000   |
| *MS4 Permit Req - Staff training, education, outreach  | 30,000  |
| *MS4 Permit Req - outfall monitoring   | 20,000  |
| *MS4 Permit Req - TMDL implementation, dev. planning, construction   | 50,000  |
|  | 185,000 |

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
800 PUBLIC WORKS  
02 STREET SERVICES

|        |                        | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|------------------------|---|---|
| 11-000 | Full Time Employees    | 441,019                                 | 434,824                                 |
| 12-000 | Limited Time Employees | 17,518                                  | 19,081                                  |
| 13-000 | Overtime Employees     | 7,480                                   | 7,480                                   |
| 19-001 | Health Insurance       | 170,719                                 | 146,150                                 |
| 19-002 | Retirement             | 95,681                                  | 98,064                                  |
| 19-004 | Medicare               | 6,757                                   | 6,690                                   |
|        | Salaries and Benefits  | 739,174                                 | 712,290                                 |
| 21-000 | Special Departmental   | 77,000                                  | 116,500                                 |
| 22-000 | Contractual            | 142,000                                 | 151,200                                 |
| 33-000 | Vehicle Operating      | 147,000                                 | 147,000                                 |
| 33-060 | Vehicle Replacement    | 8,000                                   | 16,000                                  |
| 40-006 | Water                  | 0                                       | 0                                       |
| 43-000 | Uniforms               | 7,230                                   | 0                                       |
| 55-000 | Lease Payments         | 0                                       | 0                                       |
| 57-000 | Interest Expense       | 86,667                                  | 122,000                                 |
| 58-000 | Loan Principal Expense | 108,333                                 | 260,000                                 |
|        | Operating              | 576,230                                 | 812,700                                 |
| 91-000 | Budget Savings         | 0                                       | 0                                       |
|        | STREET SERVICES        | <u>1,315,404</u>                        | <u>1,524,990</u>                        |

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "21") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|                            |                             |                              |
|----------------------------|-----------------------------|------------------------------|
| Public Works<br>Department | Street Services<br>Division | 121-800-02<br>Account Number |
|----------------------------|-----------------------------|------------------------------|

| Activity Type                                  | Potential Vendor                  | Amount         |
|--|-----------------------------------|----------------|
| #1: Street Paint                               | Vista Paint / Dunn Edwards        | 7,500          |
| #2: Asphalt Concrete Pavement                  | Holliday Rock / Vulcan            | 29,000         |
| #3: Portland Cement Concrete                   | Spragues Ready Mix                | 20,000         |
| #4: Signs & Uni-Strut Poles                    | Zumar Industries                  | 26,000         |
| #5: Tools                                      | Grainger, Home Depot, General     | 6,000          |
| #6: Safety Equipment, Cones, Delineators, etc. | General, JCL                      | 8,000          |
| #7: Hardware Supplies                          | Mission Hardware                  | 4,000          |
| #8: Traffic Signal Supplies                    | JTB                               | 6,000          |
| #9: Street Lighting Supplies                   | City Wholesale / Mission Hardware | 10,000         |
| #10:   |                                   |                |
| #11:   |                                   |                |
| #12:   |                                   |                |
| #13:   |                                   |                |
| #14:   |                                   |                |
| #15:   |                                   |                |
| #16:   |                                   |                |
| #17:   |                                   |                |
| #18:   |                                   |                |
| #19:   |                                   |                |
| #20:   |                                   |                |
| <b>TOTAL</b>                                   |                                   | <b>116,500</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Contractual (Account "22") Budget Detail**  
*Payments to persons/agencies for services rendered*

|              |                 |                |
|--------------|-----------------|----------------|
| Public Works | Street Services | 121-800-02     |
| Department   | Division        | Account Number |

| Activity Type                  | Potential Vendor                  | Amount         |
|--------------------------------|-----------------------------------|----------------|
| #1: Street Sweeping            | Athens                            | 135,000        |
| #2: Reclaimed Emulsion         | IDR Environment Services          | 5,000          |
| #3: Random Drug Testing        | US Health Works                   | 3,000          |
| #4: Traffic Signal Maintenance | L.A. County Dept. of Public Works | 6,000          |
| #5: Traffic Signal Maintenance | Caltrans                          | 1,000          |
| #6: Underground Service Alert  | Digalert                          | 1,200          |
| #7: _____                      | _____                             | _____          |
| #8: _____                      | _____                             | _____          |
| #9: _____                      | _____                             | _____          |
| #10: _____                     | _____                             | _____          |
| #11: _____                     | _____                             | _____          |
| #12: _____                     | _____                             | _____          |
| #13: _____                     | _____                             | _____          |
| #14: _____                     | _____                             | _____          |
| #15: _____                     | _____                             | _____          |
| #16: _____                     | _____                             | _____          |
| #17: _____                     | _____                             | _____          |
| #18: _____                     | _____                             | _____          |
| #19: _____                     | _____                             | _____          |
| #20: _____                     | _____                             | _____          |
| <b>TOTAL</b>                   |                                   | <b>151,200</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Additional Budget Request**  
 (Please complete one form for each item)

**Request Number #1**

|                            |                             |                              |
|----------------------------|-----------------------------|------------------------------|
| Public Works<br>Department | Street Services<br>Division | 121-800-02<br>Account Number |
|----------------------------|-----------------------------|------------------------------|

| <b>Activity Type (Check One)</b><br><input type="checkbox"/> Personnel<br><input type="checkbox"/> Operating<br><input type="checkbox"/> Special Projects<br><input checked="" type="checkbox"/> Capital Outlay | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;"><b>Funding Source (Check One)</b></th> <th style="text-align:right; border-bottom: 1px solid black;"><b>Funding Amount</b></th> </tr> </thead> <tbody> <tr><td><input type="checkbox"/> General Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Mission Playhouse Imp. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Parks and Rec Facility Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "A"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "C"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Redevelopment</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> AQMD Trust Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Asset Forfeiture Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> State Sup. Law Enforce. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input checked="" type="checkbox"/> Gas Tax</td><td style="text-align:right;">4,500</td></tr> <tr><td><input type="checkbox"/> Waste Management Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Increased Fees (Please Specify)</td><td style="text-align:right;">_____</td></tr> <tr><td>_____</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Other (Please Specify)</td><td style="text-align:right;">_____</td></tr> <tr><td>_____</td><td style="text-align:right;">_____</td></tr> <tr> <td><b>Total Program Cost</b></td> <td style="text-align:right; border-top: 1px solid black; border-bottom: 3px double black;"><b>4,500</b></td> </tr> </tbody> </table> | <b>Funding Source (Check One)</b> | <b>Funding Amount</b> | <input type="checkbox"/> General Fund | _____ | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input checked="" type="checkbox"/> Gas Tax | 4,500 | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify) | _____ | _____ | _____ | <input type="checkbox"/> Other (Please Specify) | _____ | _____ | _____ | <b>Total Program Cost</b> | <b>4,500</b> |
|---|--|-----------------------------------|-----------------------|---------------------------------------|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|---|-------|--|-------|--|-------|-------|-------|---|-------|-------|-------|---------------------------|--------------|
| <b>Funding Source (Check One)</b>   | <b>Funding Amount</b>  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |   |       |  |       |  |       |       |       |   |       |       |       |                           |              |
| <input type="checkbox"/> General Fund   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |   |       |  |       |  |       |       |       |   |       |       |       |                           |              |
| <input type="checkbox"/> Mission Playhouse Imp. Fund  | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |   |       |  |       |  |       |       |       |   |       |       |       |                           |              |
| <input type="checkbox"/> Parks and Rec Facility Fund  | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |   |       |  |       |  |       |       |       |   |       |       |       |                           |              |
| <input type="checkbox"/> Proposition "A"  | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |   |       |  |       |  |       |       |       |   |       |       |       |                           |              |
| <input type="checkbox"/> Proposition "C"  | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |   |       |  |       |  |       |       |       |   |       |       |       |                           |              |
| <input type="checkbox"/> Redevelopment  | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |   |       |  |       |  |       |       |       |   |       |       |       |                           |              |
| <input type="checkbox"/> AQMD Trust Fund  | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |   |       |  |       |  |       |       |       |   |       |       |       |                           |              |
| <input type="checkbox"/> Asset Forfeiture Fund  | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |   |       |  |       |  |       |       |       |   |       |       |       |                           |              |
| <input type="checkbox"/> State Sup. Law Enforce. Fund   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |   |       |  |       |  |       |       |       |   |       |       |       |                           |              |
| <input checked="" type="checkbox"/> Gas Tax   | 4,500  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |   |       |  |       |  |       |       |       |   |       |       |       |                           |              |
| <input type="checkbox"/> Waste Management Fund  | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |   |       |  |       |  |       |       |       |   |       |       |       |                           |              |
| <input type="checkbox"/> Increased Fees (Please Specify)  | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |   |       |  |       |  |       |       |       |   |       |       |       |                           |              |
| _____   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |   |       |  |       |  |       |       |       |   |       |       |       |                           |              |
| <input type="checkbox"/> Other (Please Specify)   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |   |       |  |       |  |       |       |       |   |       |       |       |                           |              |
| _____   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |   |       |  |       |  |       |       |       |   |       |       |       |                           |              |
| <b>Total Program Cost</b>   | <b>4,500</b>   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |   |       |  |       |  |       |       |       |   |       |       |       |                           |              |
| <b>Program or Item Description:</b><br>Vibratory Plate Compactor  |  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |   |       |  |       |  |       |       |       |   |       |       |       |                           |              |

|   |
|---|
| <b>Justification</b><br>This will fund the replacement of an obsolete compactor used for repairing streets and sidewalks. |
|---|

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
800 PUBLIC WORKS  
07 FACILITIES

|        |                        | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|------------------------|---|---|
| 11-000 | Full Time Employees    | 68,168                                  | 91,839                                  |
| 12-000 | Limited Time Employees | 0                                       | 0                                       |
| 13-000 | Overtime Employees     | 0                                       | 0                                       |
| 19-001 | Health Insurance       | 25,517                                  | 24,730                                  |
| 19-002 | Retirement             | 15,835                                  | 26,102                                  |
| 19-004 | Medicare               | 988                                     | 1,332                                   |
|        | Salaries and Benefits  | 110,508                                 | 144,003                                 |
| 21-000 | Special Departmental   | 28,500                                  | 28,500                                  |
| 22-000 | Contractual            | 29,500                                  | 41,890                                  |
| 35-000 | Building Operating     | 8,500                                   | 8,500                                   |
|        | Operating              | 66,500                                  | 78,890                                  |
| 91-000 | Budget Savings         | 0                                       | 0                                       |
|        | FACILITIES             | <u>177,008</u>                          | <u>222,893</u>                          |

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "21") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|                            |                        |                              |
|----------------------------|------------------------|------------------------------|
| Public Works<br>Department | Facilities<br>Division | 121-800-07<br>Account Number |
|----------------------------|------------------------|------------------------------|

| Activity Type           | Potential Vendor | Amount        |
|-------------------------|------------------|---------------|
| #1: Electrical Supplies | TBD              | 7,000         |
| #2: Plumbing Supplies   | TBD              | 9,000         |
| #3: Hardware & Fixtures | TBD              | 10,000        |
| #4: Tools               | TBD              | 2,500         |
| #5:                     |                  |               |
| #6:                     |                  |               |
| #7:                     |                  |               |
| #8:                     |                  |               |
| #9:                     |                  |               |
| #10:                    |                  |               |
| #11:                    |                  |               |
| #12:                    |                  |               |
| #13:                    |                  |               |
| #14:                    |                  |               |
| #15:                    |                  |               |
| #16:                    |                  |               |
| #17:                    |                  |               |
| #18:                    |                  |               |
| #19:                    |                  |               |
| #20:                    |                  |               |
| <b>TOTAL</b>            |                  | <b>28,500</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Contractual (Account "22") Budget Detail**  
*Payments to persons/agencies for services rendered*

|              |            |                |
|--------------|------------|----------------|
| Public Works | Facilities | 121-800-07     |
| Department   | Division   | Account Number |

| <u>Activity Type</u>                     | <u>Potential Vendor</u> | <u>Amount</u> |
|--|-------------------------|---------------|
| #1: Elevator Maintenance                 | ThyssenKrupp            | 3,000         |
| #2: HVAC Maintenance Services-City Hall  | KLM                     | 5,000         |
| #3: Building Security - Lugo Park        | Security Design System  | 390           |
| #4: Building Security - City Hall        | TBD                     | 3,000         |
| #5: City Hall Cleaning                   | TBD                     | 24,000        |
| #6: HVAC Maintenance Services-Comm Svcs  | KLM                     | 4,750         |
| #7: Building Security-Comm Svcs          | Security Design Systems | 1,500         |
| #8: Fire Extinguisher Service-Comm Svcs  | Cobra Fire Protection   | 100           |
| #9: Fire Extinguisher Service-Park Maint | Cobra Fire Protection   | 150           |
| #10:                                     |                         |               |
| #11:                                     |                         |               |
| #12:                                     |                         |               |
| #13:                                     |                         |               |
| #14:                                     |                         |               |
| #15:                                     |                         |               |
| #16:                                     |                         |               |
| #17:                                     |                         |               |
| #18:                                     |                         |               |
| #19:                                     |                         |               |
| #20:                                     |                         |               |
| <b>TOTAL</b>                             |                         | <b>41,890</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Building Operating (Account "35") Budget Detail**  
*Maintenance and use of physical buildings*

|                            |                        |                              |
|----------------------------|------------------------|------------------------------|
| Public Works<br>Department | Facilities<br>Division | 121-800-07<br>Account Number |
|----------------------------|------------------------|------------------------------|

| Activity Type                            | Potential Vendor        | Amount                     |
|--|-------------------------|----------------------------|
| #1: <u>Electrial Supplies</u>            | <u>Mission Hardware</u> | <u>350</u>                 |
| #2: <u>Plumbing Supplies</u>             | <u>TBD</u>              | <u>350</u>                 |
| #3: <u>Security, Keys</u>                | <u>Harolds Key Shop</u> | <u>300</u>                 |
| #4: <u>Hardware &amp; other supplies</u> | <u>TBD</u>              | <u>3,500</u>               |
| #5: <u>Janitorial Supplies</u>           | <u>TBD</u>              | <u>4,000</u>               |
| #6: _____                                | _____                   | _____                      |
| #7: _____                                | _____                   | _____                      |
| #8: _____                                | _____                   | _____                      |
| #9: _____                                | _____                   | _____                      |
| #10: _____                               | _____                   | _____                      |
| #11: _____                               | _____                   | _____                      |
| #12: _____                               | _____                   | _____                      |
| #13: _____                               | _____                   | _____                      |
| #14: _____                               | _____                   | _____                      |
| #15: _____                               | _____                   | _____                      |
| #16: _____                               | _____                   | _____                      |
| #17: _____                               | _____                   | _____                      |
| #18: _____                               | _____                   | _____                      |
| #19: _____                               | _____                   | _____                      |
| <b>TOTAL</b>                             |                         | <b><u><u>8,500</u></u></b> |

**CITY OF SAN GABRIEL**  
**2015-16 Additional Budget Request**  
(Please complete one form for each item)

**Request Number 1**

|                           |                        |                              |
|---------------------------|------------------------|------------------------------|
| Public Work<br>Department | Facilities<br>Division | 121-800-07<br>Account Number |
|---------------------------|------------------------|------------------------------|

| <b>Activity Type (Check One)</b><br><input type="checkbox"/> Personnel<br><input type="checkbox"/> Operating<br><input type="checkbox"/> Special Projects<br><input checked="" type="checkbox"/> Capital Outlay | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;"><b>Funding Source (Check One)</b></th> <th style="text-align:right; border-bottom: 1px solid black;"><b>Funding Amount</b></th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> General Fund</td> <td style="text-align:right;">\$ 20,000</td> </tr> <tr> <td><input type="checkbox"/> Mission Playhouse Imp. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Parks and Rec Facility Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "A"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "C"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Redevelopment</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> AQMD Trust Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Asset Forfeiture Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> State Sup. Law Enforce. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Gas Tax</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Waste Management Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Increased Fees (Please Specify)<br/>_____</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Other (Please Specify)<br/>_____</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><b>Total Program Cost</b></td> <td style="text-align:right;"><b>\$ 20,000</b></td> </tr> </tbody> </table> | <b>Funding Source (Check One)</b> | <b>Funding Amount</b> | <input checked="" type="checkbox"/> General Fund | \$ 20,000 | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify)<br>_____ | _____ | <input type="checkbox"/> Other (Please Specify)<br>_____ | _____ | <b>Total Program Cost</b> | <b>\$ 20,000</b> |
|---|---|-----------------------------------|-----------------------|--|-----------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|---|-------|--|-------|---------------------------|------------------|
| <b>Funding Source (Check One)</b>   | <b>Funding Amount</b>   |                                   |                       |  |           |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |                  |
| <input checked="" type="checkbox"/> General Fund  | \$ 20,000   |                                   |                       |  |           |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |                  |
| <input type="checkbox"/> Mission Playhouse Imp. Fund  | _____   |                                   |                       |  |           |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |                  |
| <input type="checkbox"/> Parks and Rec Facility Fund  | _____   |                                   |                       |  |           |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |                  |
| <input type="checkbox"/> Proposition "A"  | _____   |                                   |                       |  |           |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |                  |
| <input type="checkbox"/> Proposition "C"  | _____   |                                   |                       |  |           |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |                  |
| <input type="checkbox"/> Redevelopment  | _____   |                                   |                       |  |           |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |                  |
| <input type="checkbox"/> AQMD Trust Fund  | _____   |                                   |                       |  |           |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |                  |
| <input type="checkbox"/> Asset Forfeiture Fund  | _____   |                                   |                       |  |           |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |                  |
| <input type="checkbox"/> State Sup. Law Enforce. Fund   | _____   |                                   |                       |  |           |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |                  |
| <input type="checkbox"/> Gas Tax  | _____   |                                   |                       |  |           |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |                  |
| <input type="checkbox"/> Waste Management Fund  | _____   |                                   |                       |  |           |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |                  |
| <input type="checkbox"/> Increased Fees (Please Specify)<br>_____   | _____   |                                   |                       |  |           |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |                  |
| <input type="checkbox"/> Other (Please Specify)<br>_____  | _____   |                                   |                       |  |           |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |                  |
| <b>Total Program Cost</b>   | <b>\$ 20,000</b>  |                                   |                       |  |           |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |                  |
| <b>Program or Item Description:</b><br>City Hall LED Light Fixture Retrofit   |   |                                   |                       |  |           |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |                  |

|   |
|---|
| <b>Justification</b><br>Replace existing compact fluorescent light fixtures throughout City Hall with energy efficient, long life LED fixtures. |
|---|

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
800 PUBLIC WORKS  
13 ENGINEERING

|        |                        | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|------------------------|---|---|
| 11-000 | Full Time Employees    | 336,450                                 | 349,063                                 |
| 12-000 | Limited Time Employees | 0                                       | 0                                       |
| 13-000 | Overtime Employees     | 0                                       | 0                                       |
| 19-001 | Health Insurance       | 87,644                                  | 84,915                                  |
| 19-002 | Retirement             | 53,202                                  | 60,907                                  |
| 19-004 | Medicare               | 4,879                                   | 5,062                                   |
|        | Salaries and Benefits  | 482,175                                 | 499,947                                 |
| 21-000 | Special Departmental   | 600                                     | 600                                     |
| 22-000 | Contractual            | 5,500                                   | 5,500                                   |
| 31-000 | Office Operating       | 500                                     | 0                                       |
|        | Operating              | 6,600                                   | 6,100                                   |
| 91-000 | Budget Savings         | 0                                       | 0                                       |
|        | ENGINEERING            | <u>488,775</u>                          | <u>506,047</u>                          |

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "21") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|                            |                         |                              |
|----------------------------|-------------------------|------------------------------|
| Public Works<br>Department | Engineering<br>Division | 121-800-13<br>Account Number |
|----------------------------|-------------------------|------------------------------|

| Activity Type                               | Potential Vendor | Amount     |
|---|------------------|------------|
| #1: Publications, Manuals, Standards, Codes | TBD              | 600        |
| #2: _____                                   | _____            | _____      |
| #3: _____                                   | _____            | _____      |
| #4: _____                                   | _____            | _____      |
| #5: _____                                   | _____            | _____      |
| #6: _____                                   | _____            | _____      |
| #7: _____                                   | _____            | _____      |
| #8: _____                                   | _____            | _____      |
| #9: _____                                   | _____            | _____      |
| #10: _____                                  | _____            | _____      |
| #11: _____                                  | _____            | _____      |
| #12: _____                                  | _____            | _____      |
| #13: _____                                  | _____            | _____      |
| #14: _____                                  | _____            | _____      |
| #15: _____                                  | _____            | _____      |
| #16: _____                                  | _____            | _____      |
| #17: _____                                  | _____            | _____      |
| #18: _____                                  | _____            | _____      |
| #19: _____                                  | _____            | _____      |
| #20: _____                                  | _____            | _____      |
| <b>TOTAL</b>                                |                  | <b>600</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Contractual (Account "22") Budget Detail**  
*Payments to persons/agencies for services rendered*

|                            |                         |                              |
|----------------------------|-------------------------|------------------------------|
| Public Works<br>Department | Engineering<br>Division | 121-800-13<br>Account Number |
|----------------------------|-------------------------|------------------------------|

| Activity Type                             | Potential Vendor | Amount       |
|---|------------------|--------------|
| #1: Plan Check/Report Review/Other Engr'g | TBD              | 5,500        |
| #2: _____                                 | _____            | _____        |
| #3: _____                                 | _____            | _____        |
| #4: _____                                 | _____            | _____        |
| #5: _____                                 | _____            | _____        |
| #6: _____                                 | _____            | _____        |
| #7: _____                                 | _____            | _____        |
| #8: _____                                 | _____            | _____        |
| #9: _____                                 | _____            | _____        |
| #10: _____                                | _____            | _____        |
| #11: _____                                | _____            | _____        |
| #12: _____                                | _____            | _____        |
| #13: _____                                | _____            | _____        |
| #14: _____                                | _____            | _____        |
| #15: _____                                | _____            | _____        |
| #16: _____                                | _____            | _____        |
| #17: _____                                | _____            | _____        |
| #18: _____                                | _____            | _____        |
| #19: _____                                | _____            | _____        |
| #20: _____                                | _____            | _____        |
| <b>TOTAL</b>                              |                  | <b>5,500</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

City Properties

| Facility                             | Responsible Department | Address             | APN                           | Bldg Sq Ft | User Category | User Fee    | Dept Sum    |
|--------------------------------------|------------------------|---------------------|-------------------------------|------------|---------------|-------------|-------------|
| Adult Recreation                     | Community Services     | 324 S Mission Drive | 5362-008-903                  | 4,760      | Lodge Hall    | \$357.00    |             |
| Parks & Recreation                   | Community Services     | 250 S Mission Drive | 5362-008-900                  | 4,440      | Office        | \$532.80    | \$889.80    |
| FS 51                                | Fire                   | 1303 S Del Mar Ave  | 5360-007-900                  | 7,245      | Rooming House | \$434.40    |             |
| FS 52                                | Fire                   | 115 N Del Mar Ave   | 5363-034-900                  | 2,736      | Rooming House | \$163.80    | \$598.20    |
| Mission Playhouse                    | Mission Playhouse      | 320 S Mission Drive | 5362-008-903                  | 30,006     | Auditorium    | \$6,301.26  | \$6,301.26  |
| Police                               | Police                 | 625 S Del Mar Ave   | 5361-002-902                  | 11,800     | Office        | \$1,494.00  | \$1,494.00  |
| City Hall                            | Public Works           | 425 S Mission Drive | 5346-031-900                  | 11,741     | Office        | \$3,057.60  |             |
| Public Works                         | Public Works           | 121 W Mission Road  | 5361-002-903                  | 1,800      | Warehouse     | \$252.00    |             |
| McGroarty                            | Public Works           | 410 McGroarty       | 5346-031-901                  | 7,199      | Warehouse     | \$107.98    |             |
| Smith Park (restroom, pool facility) | Public Works           |                     | 5362-013-900/901/5362-018-900 | 2,080      | Park          | \$124.80    |             |
| Lugo Park (restrooms, maint bldg)    | Public Works           |                     | 5360-002-900                  | 1,000      | Park          | \$60.00     | \$3,602.38  |
| Santa Anita                          | Tenant                 | 630 W Santa Anita   | 5346-031-902                  | 3,709      | Warehouse     | \$55.64     | \$55.64     |
| Lunas                                | Tenant                 | 343 S Mission Dr    | 5346-027-900                  | 1,500      | Restaurant    | \$900.00    | \$900.00    |
|                                      |                        |                     |                               |            |               | \$13,841.28 | \$13,841.28 |

## City Properties

| Facility                             | Address             | APN                           | Bldg Sq Ft | User Category |
|--------------------------------------|---------------------|-------------------------------|------------|---------------|
| City Hall                            | 425 S Mission Drive | 5346-031-900                  | 11,741     | Office        |
| Police                               | 625 S Del Mar Ave   | 5361-002-902                  | 11,800     | Office        |
| Public Works                         | 121 W Mission Road  | 5361-002-903                  | 1,800      | Warehouse     |
| McGroarty                            | 410 McGroarty       | 5346-031-901                  | 7,199      | Warehouse     |
| Santa Anita                          | 630 W Santa Anita   | 5346-031-902                  | 3,709      | Warehouse     |
| Playhouse                            | 320 S Mission Drive | 5362-008-903                  | 30,006     | Auditorium    |
| Adult Recreation                     | 324 S Mission Drive | 5362-008-903                  | 4,760      | Lodge Hall    |
| Parks & Recreation                   | 250 S Mission Drive | 5362-008-900                  | 4,440      | Office        |
| FS 51                                | 1303 S Del Mar Ave  | 5360-007-900                  | 7,245      | Rooming House |
| FS 52                                | 115 N Del Mar Ave   | 5363-034-900                  | 2,736      | Rooming House |
| Lunas                                | 343 S Mission Dr    | 5346-027-900                  | 1,500      | Restaurant    |
| Smith Park (restroom, pool facility) | 232 W Broadway      | 5362-013-900/901/5362-018-900 | 2,080      | Park          |
| Lugo Park (restrooms, maint bldg)    |                     | 5360-002-900                  |            | Park          |

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
800 PUBLIC WORKS  
05 PARK MAINTENANCE

|        |                        | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|------------------------|---|---|
| 11-000 | Full Time Employees    | 386,035                                 | 415,895                                 |
| 12-000 | Limited Time Employees | 108,726                                 | 114,534                                 |
| 13-000 | Overtime Employees     | 0                                       | 0                                       |
| 19-001 | Health Insurance       | 154,026                                 | 148,945                                 |
| 19-002 | Retirement             | 91,748                                  | 113,474                                 |
| 19-004 | Medicare               | 7,174                                   | 7,692                                   |
|        | Salaries and Benefits  | 747,709                                 | 800,539                                 |
| 21-000 | Special Departmental   | 48,765                                  | 50,765                                  |
| 22-000 | Contractual            | 57,490                                  | 93,990                                  |
| 33-000 | Vehicle Operating      | 36,000                                  | 65,000                                  |
| 33-060 | Vehicle Replacement    | 8,000                                   | 30,000                                  |
| 43-000 | Uniforms               | 3,000                                   | 3,000                                   |
|        | Operating              | 153,255                                 | 242,755                                 |
| 91-000 | Budget Savings         | 0                                       | 0                                       |
|        | PARK MAINTENANCE       | <u>900,964</u>                          | <u>1,043,294</u>                        |

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "21") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|                            |                              |                              |
|----------------------------|------------------------------|------------------------------|
| Public Works<br>Department | Park Maintenance<br>Division | 121-800-05<br>Account Number |
|----------------------------|------------------------------|------------------------------|

| <u>Activity Type</u>                               | <u>Potential Vendor</u> | <u>Amount</u>                   |
|--|-------------------------|---------------------------------|
| #1: <u>Paint/Painting Supplies</u>                 | <u>TBD</u>              | <u>4,500</u>                    |
| #2: <u>Playground Equipment Repair/Maintenance</u> | <u>TBD</u>              | <u>5,000</u>                    |
| #3: <u>Equipment Repair/Maintenance</u>            | <u>TBD</u>              | <u>5,500</u>                    |
| #4: <u>Hardware Supplies</u>                       | <u>TBD</u>              | <u>1,000</u>                    |
| #5: <u>Janitorial Supplies</u>                     | <u>TBD</u>              | <u>8,000</u>                    |
| #6: <u>Plant material, soil, seed, amendments</u>  | <u>TBD</u>              | <u>7,500</u>                    |
| #7: <u>Office Supplies</u>                         | <u>TBD</u>              | <u>500</u>                      |
| #8: <u>Safety Equipment</u>                        | <u>TBD</u>              | <u>3,800</u>                    |
| #9: <u>Hand Tools</u>                              | <u>TBD</u>              | <u>5,000</u>                    |
| #10: <u>Tree Purchases</u>                         | <u>TBD</u>              | <u>5,000</u>                    |
| #11: <u>Chain Saws / Trimming Equipment</u>        | <u>TBD</u>              | <u>4,965</u>                    |
| #12: _____   | _____                   | _____                           |
| #13: _____   | _____                   | _____                           |
| #14: _____   | _____                   | _____                           |
| #15: _____   | _____                   | _____                           |
| #16: _____   | _____                   | _____                           |
| #17: _____   | _____                   | _____                           |
| #18: _____   | _____                   | _____                           |
| #19: _____   | _____                   | _____                           |
| #20: _____   | _____                   | _____                           |
| <br><b>TOTAL</b>                                   |                         | <br><b><u><u>50,765</u></u></b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Contractual (Account "22") Budget Detail**  
*Payments to persons/agencies for services rendered*

|              |                  |                |
|--------------|------------------|----------------|
| Public Works | Park Maintenance | 121-800-05     |
| Department   | Division         | Account Number |

| <u>Activity Type</u>                 | <u>Potential Vendor</u>    | <u>Amount</u> |
|--------------------------------------|----------------------------|---------------|
| #1: Security Service                 | Security Design System     | 390           |
| #2: Tree Maintenance Services        | West Coast Arborists       | 91,000        |
| #3: Backflow Device Licensing        | County of LA Public Health | 600           |
| #4: Backflow Device Testing & Repair | JD Plumbing                | 2,000         |
| #5: _____                            | _____                      | _____         |
| #6: _____                            | _____                      | _____         |
| #7: _____                            | _____                      | _____         |
| #8: _____                            | _____                      | _____         |
| #9: _____                            | _____                      | _____         |
| #10: _____                           | _____                      | _____         |
| #11: _____                           | _____                      | _____         |
| #12: _____                           | _____                      | _____         |
| #13: _____                           | _____                      | _____         |
| #14: _____                           | _____                      | _____         |
| #15: _____                           | _____                      | _____         |
| #16: _____                           | _____                      | _____         |
| #17: _____                           | _____                      | _____         |
| #18: _____                           | _____                      | _____         |
| #19: _____                           | _____                      | _____         |
| #20: _____                           | _____                      | _____         |
| <b>TOTAL</b>                         |                            | <b>93,990</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #1**

|                            |                              |                              |
|----------------------------|------------------------------|------------------------------|
| Public Works<br>Department | Park Maintenance<br>Division | 121-800-05<br>Account Number |
|----------------------------|------------------------------|------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input checked="" type="checkbox"/> Capital Outlay</p> | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;"><b>Funding Source (Check One)</b></th> <th style="text-align:right; border-bottom: 1px solid black;"><b>Funding Amount</b></th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> General Fund</td> <td style="text-align:right;">15,000</td> </tr> <tr> <td><input type="checkbox"/> Mission Playhouse Imp. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Parks and Rec Facility Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "A"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "C"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Redevelopment</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> AQMD Trust Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Asset Forfeiture Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> State Sup. Law Enforce. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Gas Tax</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Waste Management Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Increased Fees (Please Specify)</td> <td style="text-align:right;">_____</td> </tr> <tr> <td>_____</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Other (Please Specify)</td> <td style="text-align:right;">_____</td> </tr> <tr> <td>_____</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><b>Total Program Cost</b></td> <td style="text-align:right;"><b>15,000</b></td> </tr> </tbody> </table> | <b>Funding Source (Check One)</b> | <b>Funding Amount</b> | <input checked="" type="checkbox"/> General Fund | 15,000 | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify) | _____ | _____ | _____ | <input type="checkbox"/> Other (Please Specify) | _____ | _____ | _____ | <b>Total Program Cost</b> | <b>15,000</b> |
|--|---|-----------------------------------|-----------------------|--|--------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|--|-------|-------|-------|---|-------|-------|-------|---------------------------|---------------|
| <b>Funding Source (Check One)</b>  | <b>Funding Amount</b>   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input checked="" type="checkbox"/> General Fund   | 15,000  |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   | _____   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> Parks and Rec Facility Fund   | _____   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> Proposition "A"   | _____   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> Proposition "C"   | _____   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> Redevelopment   | _____   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> AQMD Trust Fund   | _____   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> Asset Forfeiture Fund   | _____   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  | _____   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> Gas Tax   | _____   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> Waste Management Fund   | _____   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> Increased Fees (Please Specify)   | _____   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| _____  | _____   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> Other (Please Specify)  | _____   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| _____  | _____   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <b>Total Program Cost</b>  | <b>15,000</b>   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <p><b>Program or Item Description:</b></p> <p>Purchase new riding aerator machine</p>  |   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |

|  |
|--|
| <p><b>Justification</b></p> <p>Was approved in FY14/15, however funds were used for mower replacement.</p> |
|--|

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #2**

|                            |                              |                              |
|----------------------------|------------------------------|------------------------------|
| Public Works<br>Department | Park Maintenance<br>Division | 121-800-05<br>Account Number |
|----------------------------|------------------------------|------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input checked="" type="checkbox"/> Capital Outlay</p> | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;">Funding Source (Check One)</th> <th style="text-align:right; border-bottom: 1px solid black;">Funding Amount</th> </tr> </thead> <tbody> <tr><td><input type="checkbox"/> General Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Mission Playhouse Imp. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Parks and Rec Facility Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "A"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "C"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Redevelopment</td><td style="text-align:right;">_____</td></tr> <tr><td><input checked="" type="checkbox"/> AQMD Trust Fund</td><td style="text-align:right;">11,000</td></tr> <tr><td><input type="checkbox"/> Asset Forfeiture Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> State Sup. Law Enforce. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Gas Tax</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Waste Management Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Increased Fees (Please Specify)</td><td style="text-align:right;">_____</td></tr> <tr><td>_____</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Other (Please Specify)</td><td style="text-align:right;">_____</td></tr> <tr><td>_____</td><td style="text-align:right;">_____</td></tr> <tr> <td><b>Total Program Cost</b></td> <td style="text-align:right; border-top: 1px solid black; border-bottom: 3px double black;"><b>11,000</b></td> </tr> </tbody> </table> | Funding Source (Check One) | Funding Amount | <input type="checkbox"/> General Fund | _____ | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input checked="" type="checkbox"/> AQMD Trust Fund | 11,000 | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify) | _____ | _____ | _____ | <input type="checkbox"/> Other (Please Specify) | _____ | _____ | _____ | <b>Total Program Cost</b> | <b>11,000</b> |
|--|--|----------------------------|----------------|---------------------------------------|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|--------|--|-------|---|-------|----------------------------------|-------|--|-------|--|-------|-------|-------|---|-------|-------|-------|---------------------------|---------------|
| Funding Source (Check One)   | Funding Amount   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |   |        |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> General Fund  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |   |        |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |   |        |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> Parks and Rec Facility Fund   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |   |        |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> Proposition "A"   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |   |        |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> Proposition "C"   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |   |        |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> Redevelopment   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |   |        |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input checked="" type="checkbox"/> AQMD Trust Fund  | 11,000   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |   |        |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> Asset Forfeiture Fund   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |   |        |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |   |        |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> Gas Tax   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |   |        |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> Waste Management Fund   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |   |        |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> Increased Fees (Please Specify)   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |   |        |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| _____  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |   |        |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> Other (Please Specify)  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |   |        |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| _____  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |   |        |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <b>Total Program Cost</b>  | <b>11,000</b>  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |   |        |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <p><b>Program or Item Description:</b></p> <p>Gator Electric Utility Vehicle</p>   |  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |   |        |  |       |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |

|  |
|--|
| <p><b>Justification</b></p> <p>Marshall Park; for maintenance and to operate turf groomer (essential).</p> |
|--|

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #3**

|                            |                              |                              |
|----------------------------|------------------------------|------------------------------|
| Public Works<br>Department | Park Maintenance<br>Division | 121-800-05<br>Account Number |
|----------------------------|------------------------------|------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input checked="" type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p> | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;"><b>Funding Source (Check One)</b></th> <th style="text-align:right; border-bottom: 1px solid black;"><b>Funding Amount</b></th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> General Fund</td> <td style="text-align:right;">3,500</td> </tr> <tr> <td><input type="checkbox"/> Mission Playhouse Imp. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Parks and Rec Facility Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "A"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "C"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Redevelopment</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> AQMD Trust Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Asset Forfeiture Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> State Sup. Law Enforce. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Gas Tax</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Waste Management Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Increased Fees (Please Specify)</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Other (Please Specify)</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><b>Total Program Cost</b></td> <td style="text-align:right; border-top: 1px solid black; border-bottom: 3px double black;"><b>3,500</b></td> </tr> </tbody> </table> | <b>Funding Source (Check One)</b> | <b>Funding Amount</b> | <input checked="" type="checkbox"/> General Fund | 3,500 | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify) | _____ | <input type="checkbox"/> Other (Please Specify) | _____ | <b>Total Program Cost</b> | <b>3,500</b> |
|--|---|-----------------------------------|-----------------------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|--|-------|---|-------|---------------------------|--------------|
| <b>Funding Source (Check One)</b>  | <b>Funding Amount</b>   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input checked="" type="checkbox"/> General Fund   | 3,500   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Parks and Rec Facility Fund   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Proposition "A"   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Proposition "C"   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Redevelopment   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> AQMD Trust Fund   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Asset Forfeiture Fund   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Gas Tax   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Waste Management Fund   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Increased Fees (Please Specify)   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Other (Please Specify)  | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <b>Total Program Cost</b>  | <b>3,500</b>  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <p><b>Program or Item Description:</b></p> <p>Small Power tools</p>  |   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |

|  |
|--|
| <p><b>Justification</b></p> <p>Marshall Park; mower, blower, edger, etc., (essential).</p> |
|--|

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
800 PUBLIC WORKS  
06 AQUATICS

|        |                        | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|------------------------|---|---|
| 11-000 | Full Time Employees    | 33,851                                  | 38,768                                  |
| 12-000 | Limited Time Employees | 0                                       | 0                                       |
| 13-000 | Overtime Employees     | 0                                       | 0                                       |
| 19-001 | Health Insurance       | 11,784                                  | 11,404                                  |
| 19-002 | Retirement             | 7,863                                   | 11,018                                  |
| 19-004 | Medicare               | 491                                     | 562                                     |
|        | Salaries and Benefits  | 53,989                                  | 61,752                                  |
| 21-000 | Special Departmental   | 8,500                                   | 8,500                                   |
| 22-000 | Contractual            | 19,600                                  | 19,600                                  |
|        | Operating              | 28,100                                  | 28,100                                  |
| 91-000 | Budget Savings         | 0                                       | 0                                       |
|        | AQUATICS               | <u>82,089</u>                           | <u>89,852</u>                           |

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "21") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|              |          |                |
|--------------|----------|----------------|
| Public Works | Aquatics | 121-800-06     |
| Department   | Division | Account Number |

| Activity Type     | Potential Vendor | Amount       |
|-------------------|------------------|--------------|
| #1: Pool Supplies | TBD              | 2,000        |
| #2: Pool Repairs  | TBD              | 6,500        |
| #3:               |                  |              |
| #4:               |                  |              |
| #5:               |                  |              |
| #6:               |                  |              |
| #7:               |                  |              |
| #8:               |                  |              |
| #9:               |                  |              |
| #10:              |                  |              |
| #11:              |                  |              |
| #12:              |                  |              |
| #13:              |                  |              |
| #14:              |                  |              |
| #15:              |                  |              |
| #16:              |                  |              |
| #17:              |                  |              |
| #18:              |                  |              |
| #19:              |                  |              |
| #20:              |                  |              |
| <b>TOTAL</b>      |                  | <b>8,500</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Contractual (Account "22") Budget Detail**  
*Payments to persons/agencies for services rendered*

|                            |                      |                              |
|----------------------------|----------------------|------------------------------|
| Public Works<br>Department | Aquatics<br>Division | 121-800-06<br>Account Number |
|----------------------------|----------------------|------------------------------|

| Activity Type                   | Potential Vendor    | Amount        |
|---------------------------------|---------------------|---------------|
| #1: Chlorine/Acid Service       | Commercial Aquatics | 18,000        |
| #2: Heater & Filter maintenance | TBD                 | 1,600         |
| #3:                             |                     |               |
| #4:                             |                     |               |
| #5:                             |                     |               |
| #6:                             |                     |               |
| #7:                             |                     |               |
| #8:                             |                     |               |
| #9:                             |                     |               |
| #10:                            |                     |               |
| #11:                            |                     |               |
| #12:                            |                     |               |
| #13:                            |                     |               |
| #14:                            |                     |               |
| #15:                            |                     |               |
| #16:                            |                     |               |
| #17:                            |                     |               |
| #18:                            |                     |               |
| #19:                            |                     |               |
| #20:                            |                     |               |
| <b>TOTAL</b>                    |                     | <b>19,600</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

CITY OF SAN GABRIEL  
EXPENDITURES

128 GENERAL FUND  
800 PUBLIC WORKS  
04 FLEET SERVICES

|        |                           | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|---------------------------|---|---|
| 11-000 | Full Time Employees       | 182,905                                 | 200,292                                 |
| 12-000 | Limited Time Employees    | 0                                       | 0                                       |
| 13-000 | Overtime Employees        | 0                                       | 0                                       |
| 19-001 | Health Insurance          | 58,957                                  | 57,032                                  |
| 19-002 | Retirement                | 32,840                                  | 26,776                                  |
| 19-004 | Medicare                  | 2,652                                   | 2,904                                   |
|        | Salaries and Benefits     | 277,354                                 | 287,004                                 |
| 21-000 | Special Departmental      | 56,419                                  | 56,419                                  |
| 22-000 | Contractual               | 59,181                                  | 59,181                                  |
| 33-057 | Fuel                      | 215,000                                 | 215,000                                 |
| 33-058 | Auto Parts & Supplies     | 133,500                                 | 138,500                                 |
| 33-059 | Auto Maintenance & Repair | 50,000                                  | 45,000                                  |
| 43-000 | Uniforms                  | 2,500                                   | 0                                       |
|        | Operating                 | 516,600                                 | 514,100                                 |
| 91-000 | Budget Savings            | 0                                       | 0                                       |
|        | FLEET SERVICES            | <u>793,954</u>                          | <u>801,104</u>                          |

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "21") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|              |                |                |
|--------------|----------------|----------------|
| Public Works | Fleet Services | 128-800-04     |
| Department   | Division       | Account Number |

| Activity Type                    | Potential Vendor                  | Amount        |
|----------------------------------|-----------------------------------|---------------|
| #1: Hand Tool Allowance          | TBD                               | 900           |
| #2: Acetylene/Oxygen Supplies    | Airgas                            | 544           |
| #3: Service Parts Cleaners       | Safety Kleen Corp.                | 1,285         |
| #4: First Aid Supplies           | Zee Medical                       | 5,600         |
| #5: Truck Parts                  | Altec Industries                  | 4,000         |
| #6: Underground Storage Tank Fee | L.A. County Fire                  | 1,390         |
| #7: Tool & Steel Supply          | Industrial Pipe & Steel           | 5,000         |
| #8: Police Vehicle Equipment     | Galls Inc.                        | 8,000         |
| #9: Hose Fabrication             | Hoseman Inc.                      | 6,000         |
| #10: Shop Tools                  | Mac Tools                         | 10,000        |
| #11: Sewer Truck Equipment       | IEQ Ind.                          | 400           |
| #12: Annual Operating Fees       | South Coast Air Quality Mgmt Dist | 800           |
| #13: Shop Equipment              | McMaster Carr                     | 10,000        |
| #14: Annual update of scan tool  | TBD                               | \$500         |
| #15: Annual Tank Testing         | TBD                               | 2,000         |
| #16: _____                       | _____                             | _____         |
| #17: _____                       | _____                             | _____         |
| #18: _____                       | _____                             | _____         |
| #19: _____                       | _____                             | _____         |
| #20: _____                       | _____                             | _____         |
| <b>TOTAL</b>                     |                                   | <b>56,419</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Contractual (Account "22") Budget Detail**  
*Payments to persons/agencies for services rendered*

|              |                |                |
|--------------|----------------|----------------|
| Public Works | Fleet Services | 128-800-04     |
| Department   | Division       | Account Number |

| Activity Type                                | Potential Vendor   | Amount        |
|--|--------------------|---------------|
| #1: Pickup Waste Oil                         | Asbury Environment | 1,200         |
| #2: Service Clarifier (Parts Washer)         | Asbury Environment | 1,500         |
| #3: Smog Checks                              | TBD                | 1,100         |
| #4: Update Service Manuals & Diagnostics     | Current Software   | 2,000         |
| #5: Tire Disposal                            | Daniel's           | 600           |
| #6: Update Service Manuals & Diagnostics     | All Data           | 1,500         |
| #7: Aerial Safety Inspection                 | Tilley Crane       | 1,000         |
| #8: Tank Tightness Test                      | TBD                | 2,681         |
| #9: "B" License Physical                     | TBD                | 300           |
| #10: Drug Testing                            | TBD                | 300           |
| #11: "B" Driver License Renewal              | TBD                | 300           |
| #12: Annual Underground Storage Tank Testing | TBD                | 5,100         |
| #13: CARB/AQMD Emissions                     | TBD                | 41,600        |
| #14: _____                                   | _____              | _____         |
| #15: _____                                   | _____              | _____         |
| #16: _____                                   | _____              | _____         |
| #17: _____                                   | _____              | _____         |
| #18: _____                                   | _____              | _____         |
| #19: _____                                   | _____              | _____         |
| #20: _____                                   | _____              | _____         |
| <b>TOTAL</b>                                 |                    | <b>59,181</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Fuel (Account "33-057") Budget Detail**  
*Maintenance and use of city vehicles*

|                            |                            |                              |
|----------------------------|----------------------------|------------------------------|
| Public Works<br>Department | Fleet Services<br>Division | 128-800-04<br>Account Number |
|----------------------------|----------------------------|------------------------------|

| Activity Type | Potential Vendor | Amount         |
|---------------|------------------|----------------|
| #1: Fuel      | I.P.C.           | 20,000         |
| #2: Fuel      | Merrimac         | 40,000         |
| #3: Fuel      | S.C. Fuels       | 75,000         |
| #4: Fuel      | Voyager          | 80,000         |
| #5:           |                  |                |
| #6:           |                  |                |
| #7:           |                  |                |
| #8:           |                  |                |
| #9:           |                  |                |
| #10:          |                  |                |
| #11:          |                  |                |
| #12:          |                  |                |
| #13:          |                  |                |
| #14:          |                  |                |
| #15:          |                  |                |
| #16:          |                  |                |
| #17:          |                  |                |
| #18:          |                  |                |
| #19:          |                  |                |
| #20:          |                  |                |
| <b>TOTAL</b>  |                  | <b>215,000</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Auto Parts and Supplies (Account "33-058") Budget Detail**  
*Maintenance and use of city vehicles*

|              |                |                |
|--------------|----------------|----------------|
| Public Works | Fleet Services | 128-800-04     |
| Department   | Division       | Account Number |

| <u>Activity Type</u>            | <u>Potential Vendor</u> | <u>Amount</u>  |
|---------------------------------|-------------------------|----------------|
| #1: Auto Parts - Ford Vehicles  | TBD                     | 12,000         |
| #2: Auto Parts - GM Vehicles    | TBD                     | 2,000          |
| #3: Auto Parts - Dodge Vehicles | TBD                     | 31,000         |
| #4: Auto Parts - Assorted       | TBD                     | 93,500         |
| #5:                             |                         |                |
| #6:                             |                         |                |
| #7:                             |                         |                |
| #8:                             |                         |                |
| #9:                             |                         |                |
| #10:                            |                         |                |
| #11:                            |                         |                |
| #12:                            |                         |                |
| #13:                            |                         |                |
| #14:                            |                         |                |
| #15:                            |                         |                |
| #16:                            |                         |                |
| #17:                            |                         |                |
| #18:                            |                         |                |
| #19:                            |                         |                |
| #20:                            |                         |                |
| <b>TOTAL</b>                    |                         | <b>138,500</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Auto Maintenance & Repair (Account "33-059") Budget Detail**  
*Maintenance and use of city vehicles*

|              |                |                |
|--------------|----------------|----------------|
| Public Works | Fleet Services | 128-800-04     |
| Department   | Division       | Account Number |

| <u>Activity Type</u>               | <u>Potential Vendor</u>       | <u>Amount</u> |
|------------------------------------|-------------------------------|---------------|
| #1: Towing                         | Dickson Towing                | 2,000         |
| #2: Apparatus Repair Service       | Garvey Equipment & TBD        | 10,000        |
| #3: Repair Service                 | Peck Rd. Truck Center         | 6,000         |
| #4: Repair Service - Ford Vehicles | Wondries Ford                 | 3,000         |
| #5: Tire Service                   | TCI, Inc.                     | 3,000         |
| #6: Fire Engine Service            | EVG (Emergency Vehicle Group) | 11,000        |
| #7: Fire Engine Service            | Pierce South Coast            | 10,000        |
| #9: _____                          | _____                         | _____         |
| #10: _____                         | _____                         | _____         |
| #11: _____                         | _____                         | _____         |
| #12: _____                         | _____                         | _____         |
| #13: _____                         | _____                         | _____         |
| #14: _____                         | _____                         | _____         |
| #15: _____                         | _____                         | _____         |
| #16: _____                         | _____                         | _____         |
| #17: _____                         | _____                         | _____         |
| #18: _____                         | _____                         | _____         |
| #19: _____                         | _____                         | _____         |
| #20: _____                         | _____                         | _____         |
| <br><b>TOTAL</b>                   |                               | <b>45,000</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

CITY OF SAN GABRIEL  
EXPENDITURES

137 GENERAL FUND  
800 PUBLIC WORKS  
01 SEWER

|        |                        | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|------------------------|---|---|
| 11-000 | Full Time Employees    | 114,682                                 | 229,977                                 |
| 12-000 | Limited Time Employees | 0                                       | 0                                       |
| 13-000 | Overtime Employees     | 0                                       | 0                                       |
| 19-001 | Health Insurance       | 28,574                                  | 65,587                                  |
| 19-002 | Retirement             | 18,533                                  | 54,178                                  |
| 19-004 | Medicare               | 1,663                                   | 3,335                                   |
|        | Salaries and Benefits  | 163,452                                 | 353,077                                 |
| 21-000 | Special Departmental   | 40,000                                  | 73,500                                  |
| 22-000 | Contractual            | 230,000                                 | 279,000                                 |
| 33-000 | Vehicle Operating      | 16,000                                  | 16,000                                  |
| 45-000 | Education              | 0                                       | 5,000                                   |
|        | Operating              | 286,000                                 | 368,500                                 |
| 91-000 | Budget Savings         | 0                                       | 0                                       |
|        | SEWER                  | <u>449,452</u>                          | <u>721,577</u>                          |

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "21") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|                            |                   |                              |
|----------------------------|-------------------|------------------------------|
| Public Works<br>Department | Sewer<br>Division | 137-800-01<br>Account Number |
|----------------------------|-------------------|------------------------------|

| <u>Activity Type</u>          | <u>Potential Vendor</u>     | <u>Amount</u> |
|-------------------------------|-----------------------------|---------------|
| #1: Asset management software | TBD                         | 40,000        |
| #2: Operations Supplies       | New Pig, Grainger, General  | 4,000         |
| #3: Spill Response Supplies   | New Pig, Graninger, General | 8,000         |
| #4: Decant Facility Use       | TBD                         | 10,000        |
| #5: Tools & Apparatus         | Haaker, Hose Man            | 3,000         |
| #6: Auto Parts                | Heavy Trucks Haaker Equip   | 8,500         |
| #7: _____                     | _____                       | _____         |
| #8: _____                     | _____                       | _____         |
| #9: _____                     | _____                       | _____         |
| #10: _____                    | _____                       | _____         |
| #11: _____                    | _____                       | _____         |
| #12: _____                    | _____                       | _____         |
| #13: _____                    | _____                       | _____         |
| #14: _____                    | _____                       | _____         |
| #15: _____                    | _____                       | _____         |
| #16: _____                    | _____                       | _____         |
| #17: _____                    | _____                       | _____         |
| #18: _____                    | _____                       | _____         |
| #19: _____                    | _____                       | _____         |
| #20: _____                    | _____                       | _____         |
| <b>TOTAL</b>                  |                             | <b>73,500</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Contractual (Account "22") Budget Detail**  
*Payments to persons/agencies for services rendered*

|                            |                   |                              |
|----------------------------|-------------------|------------------------------|
| Public Works<br>Department | Sewer<br>Division | 137-800-01<br>Account Number |
|----------------------------|-------------------|------------------------------|

| Activity Type                                    | Potential Vendor | Amount                |
|--|------------------|-----------------------|
| #1: CCTV pipe inspection                         | TBD              | \$200,000             |
| #2: Consultant services (asset mgmt sys)         | TBD              | 10,000                |
| #3: Consultant services (SSMP update)            | TBD              | 20,000                |
| #4: Root Management                              | TBD              | 32,000                |
| #5: Uniform Laundry                              | TBD              |                       |
| #6: Sewer Truck Service                          | Haaker Equipment | 5,000                 |
| #7: Consultant Services for Annual Parcel Update | TBD              | 12,000                |
| #8:  |                  |                       |
| #9:  |                  |                       |
| #10:   |                  |                       |
| #11:   |                  |                       |
| #12:   |                  |                       |
| #13:   |                  |                       |
| #14:   |                  |                       |
| #15:   |                  |                       |
| #16:   |                  |                       |
| #17:   |                  |                       |
| #18:   |                  |                       |
| #19:   |                  |                       |
| #20:   |                  |                       |
| <b>TOTAL</b>                                     |                  | <b><u>279,000</u></b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Education (Account "45") Budget Detail**  
*Payments to persons/agencies for services rendered*

|              |          |                |
|--------------|----------|----------------|
| Public Works | Sewer    | 137-800-01     |
| Department   | Division | Account Number |

| Activity Type                  | Potential Vendor | Amount       |
|--------------------------------|------------------|--------------|
| #1: Training and Certification | TBD              | \$5,000      |
| #2:                            |                  |              |
| #3:                            |                  |              |
| #4:                            |                  |              |
| #5:                            |                  |              |
| #6:                            |                  |              |
| #7:                            |                  |              |
| #8:                            |                  |              |
| #9:                            |                  |              |
| #10:                           |                  |              |
| #11:                           |                  |              |
| #12:                           |                  |              |
| #13:                           |                  |              |
| #14:                           |                  |              |
| #15:                           |                  |              |
| #16:                           |                  |              |
| #17:                           |                  |              |
| #18:                           |                  |              |
| #19:                           |                  |              |
| #20:                           |                  |              |
| <b>TOTAL</b>                   |                  | <b>5,000</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Supplemental and Additional Budget Allocation Request**  
**(Please complete one form for each item)**

**Request Number #1**

|                            |                   |                              |
|----------------------------|-------------------|------------------------------|
| Public Works<br>Department | Sewer<br>Division | 137-800-01<br>Account Number |
|----------------------------|-------------------|------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input type="checkbox"/> Operating</p> <p><input checked="" type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p> | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;"><b>Funding Source (Check One)</b></th> <th style="text-align:right; border-bottom: 1px solid black;"><b>Funding Amount</b></th> </tr> </thead> <tbody> <tr><td><input type="checkbox"/> General Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Mission Playhouse Imp. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Parks and Rec Facility Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "A"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "C"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Redevelopment</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> AQMD Trust Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Asset Forfeiture Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> State Sup. Law Enforce. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Gas Tax</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Waste Management Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Increased Fees (Please Specify)</td><td style="text-align:right;">_____</td></tr> <tr><td><input checked="" type="checkbox"/> Other (Please Specify)<br/>Grease Trap Fee</td><td style="text-align:right; vertical-align:bottom;">25,000</td></tr> <tr> <td style="border-top: 1px solid black;"><b>Total Program Cost</b></td> <td style="text-align:right; border-top: 1px solid black; border-bottom: 3px double black;"><b>25,000</b></td> </tr> </tbody> </table> | <b>Funding Source (Check One)</b> | <b>Funding Amount</b> | <input type="checkbox"/> General Fund | _____ | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify) | _____ | <input checked="" type="checkbox"/> Other (Please Specify)<br>Grease Trap Fee | 25,000 | <b>Total Program Cost</b> | <b>25,000</b> |
|--|--|-----------------------------------|-----------------------|---------------------------------------|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|--|-------|---|--------|---------------------------|---------------|
| <b>Funding Source (Check One)</b>  | <b>Funding Amount</b>  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> General Fund  | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> Parks and Rec Facility Fund   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> Proposition "A"   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> Proposition "C"   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> Redevelopment   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> AQMD Trust Fund   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> Asset Forfeiture Fund   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> Gas Tax   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> Waste Management Fund   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> Increased Fees (Please Specify)   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input checked="" type="checkbox"/> Other (Please Specify)<br>Grease Trap Fee  | 25,000   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <b>Total Program Cost</b>  | <b>25,000</b>  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <p><b>Program or Item Description:</b></p> <p>Consultant services for Fats, Oils and Grease (FOG) Program</p>  |  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |

|  |
|--|
| <p><b>Justification</b></p> <p>This will fund consultant services for the management of inspections, reporting and outreach of the City's FOG program.</p> |
|--|



**CITY OF SAN GABRIEL**  
**2015-16 Supplemental and Additional Budget Allocation Request**  
(Please complete one form for each item)

**Request Number #3**

|                            |                   |                              |
|----------------------------|-------------------|------------------------------|
| Public Works<br>Department | Sewer<br>Division | 137-800-01<br>Account Number |
|----------------------------|-------------------|------------------------------|

| <b>Activity Type (Check One)</b><br><input type="checkbox"/> Personnel<br><input type="checkbox"/> Operating<br><input type="checkbox"/> Special Projects<br><input checked="" type="checkbox"/> Capital Outlay | <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;">Funding Source (Check One)</th> <th style="text-align: right; border-bottom: 1px solid black;">Funding Amount</th> </tr> </thead> <tbody> <tr><td><input type="checkbox"/> General Fund</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Mission Playhouse Imp. Fund</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Parks and Rec Facility Fund</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "A"</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "C"</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Redevelopment</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> AQMD Trust Fund</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Asset Forfeiture Fund</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> State Sup. Law Enforce. Fund</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Gas Tax</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Waste Management Fund</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Increased Fees (Please Specify)</td><td style="text-align: right;">_____</td></tr> <tr><td><input checked="" type="checkbox"/> Other (Please Specify)<br/>Sewer User Fee</td><td style="text-align: right; vertical-align: bottom;">37,000</td></tr> <tr> <td style="border-top: 1px solid black;"><b>Total Program Cost</b></td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;"><b>37,000</b></td> </tr> </tbody> </table> | Funding Source (Check One) | Funding Amount | <input type="checkbox"/> General Fund | _____ | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify) | _____ | <input checked="" type="checkbox"/> Other (Please Specify)<br>Sewer User Fee | 37,000 | <b>Total Program Cost</b> | <b>37,000</b> |
|---|---|----------------------------|----------------|---------------------------------------|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|--|-------|--|--------|---------------------------|---------------|
| Funding Source (Check One)  | Funding Amount  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |        |                           |               |
| <input type="checkbox"/> General Fund   | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |        |                           |               |
| <input type="checkbox"/> Mission Playhouse Imp. Fund  | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |        |                           |               |
| <input type="checkbox"/> Parks and Rec Facility Fund  | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |        |                           |               |
| <input type="checkbox"/> Proposition "A"  | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |        |                           |               |
| <input type="checkbox"/> Proposition "C"  | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |        |                           |               |
| <input type="checkbox"/> Redevelopment  | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |        |                           |               |
| <input type="checkbox"/> AQMD Trust Fund  | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |        |                           |               |
| <input type="checkbox"/> Asset Forfeiture Fund  | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |        |                           |               |
| <input type="checkbox"/> State Sup. Law Enforce. Fund   | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |        |                           |               |
| <input type="checkbox"/> Gas Tax  | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |        |                           |               |
| <input type="checkbox"/> Waste Management Fund  | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |        |                           |               |
| <input type="checkbox"/> Increased Fees (Please Specify)  | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |        |                           |               |
| <input checked="" type="checkbox"/> Other (Please Specify)<br>Sewer User Fee  | 37,000  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |        |                           |               |
| <b>Total Program Cost</b>   | <b>37,000</b>   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |        |                           |               |
| <b>Program or Item Description:</b><br>Sewer Easment Machine  |   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |        |                           |               |

|   |
|---|
| <b>Justification</b><br>This funding will purchase a mobile easement machine which will provide for more efficient access and cleaning of the city's backyard sewers. |
|---|

**CITY OF SAN GABRIEL**  
**2015-16 Supplemental and Additional Budget Allocation Request**  
**(Please complete one form for each item)**

**Request Number #4**

|              |          |                |
|--------------|----------|----------------|
| Public Works | Sewer    | 137-800-01     |
| Department   | Division | Account Number |

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input checked="" type="checkbox"/> Capital Outlay</p> | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;"><b>Funding Source (Check One)</b></th> <th style="text-align: right; border-bottom: 1px solid black;"><b>Funding Amount</b></th> </tr> </thead> <tbody> <tr><td><input type="checkbox"/> General Fund</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Mission Playhouse Imp. Fund</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Parks and Rec Facility Fund</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "A"</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "C"</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Redevelopment</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> AQMD Trust Fund</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Asset Forfeiture Fund</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> State Sup. Law Enforce. Fund</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Gas Tax</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Waste Management Fund</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Increased Fees (Please Specify)</td><td style="text-align: right;">_____</td></tr> <tr><td><input checked="" type="checkbox"/> Other (Please Specify)</td><td style="text-align: right;">8,000</td></tr> <tr><td style="padding-left: 20px;">Sewer User Fee</td><td style="text-align: right;">_____</td></tr> <tr><td><b>Total Program Cost</b></td><td style="text-align: right;"><b>8,000</b></td></tr> </tbody> </table> | <b>Funding Source (Check One)</b> | <b>Funding Amount</b> | <input type="checkbox"/> General Fund | _____ | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify) | _____ | <input checked="" type="checkbox"/> Other (Please Specify) | 8,000 | Sewer User Fee | _____ | <b>Total Program Cost</b> | <b>8,000</b> |
|--|---|-----------------------------------|-----------------------|---------------------------------------|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|--|-------|--|-------|----------------|-------|---------------------------|--------------|
| <b>Funding Source (Check One)</b>  | <b>Funding Amount</b>   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |       |                |       |                           |              |
| <input type="checkbox"/> General Fund  | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |       |                |       |                           |              |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |       |                |       |                           |              |
| <input type="checkbox"/> Parks and Rec Facility Fund   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |       |                |       |                           |              |
| <input type="checkbox"/> Proposition "A"   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |       |                |       |                           |              |
| <input type="checkbox"/> Proposition "C"   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |       |                |       |                           |              |
| <input type="checkbox"/> Redevelopment   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |       |                |       |                           |              |
| <input type="checkbox"/> AQMD Trust Fund   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |       |                |       |                           |              |
| <input type="checkbox"/> Asset Forfeiture Fund   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |       |                |       |                           |              |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |       |                |       |                           |              |
| <input type="checkbox"/> Gas Tax   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |       |                |       |                           |              |
| <input type="checkbox"/> Waste Management Fund   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |       |                |       |                           |              |
| <input type="checkbox"/> Increased Fees (Please Specify)   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |       |                |       |                           |              |
| <input checked="" type="checkbox"/> Other (Please Specify)   | 8,000   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |       |                |       |                           |              |
| Sewer User Fee   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |       |                |       |                           |              |
| <b>Total Program Cost</b>  | <b>8,000</b>  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |       |                |       |                           |              |
| <p><b>Program or Item Description:</b></p> <p>Sewer Spill Response Trailer</p>   |   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |       |                |       |                           |              |

|   |
|---|
| <p><b>Justification</b></p> <p>This is for the purchase of an enclosed utility trailer and associated small tools and supplies for containment and cleanup of sewer spills.</p> |
|---|

CITY OF SAN GABRIEL  
EXPENDITURES

180 PROP "A" LOCAL RETURN FUND  
800 PUBLIC WORKS  
49 LOCAL TRANSIT DEVELOPMENT

|        |                           | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|---------------------------|---|---|
| 11-000 | Full Time Employees       | 0                                       | 0                                       |
| 12-000 | Limited Time Employees    | 0                                       | 0                                       |
| 13-000 | Overtime Employees        | 0                                       | 0                                       |
| 19-001 | Health Insurance          | 0                                       | 0                                       |
| 19-002 | Retirement                | 0                                       | 0                                       |
| 19-004 | Medicare                  | 0                                       | 0                                       |
|        | Salaries and Benefits     | 0                                       | 0                                       |
|        | Operating                 | 0                                       | 0                                       |
| 91-000 | Budget Savings            | 0                                       | 0                                       |
|        | LOCAL TRANSIT DEVELOPMENT | <u>0</u>                                | <u>0</u>                                |

**CITY OF SAN GABRIEL**  
**2015-16 Additional Budget Request**  
(Please complete one form for each item)

**Request Number #1**

|              |                           |                |
|--------------|---------------------------|----------------|
| Public Works | Local Transit Development | 180-800-49     |
| Department   | Division                  | Account Number |

| <b>Activity Type (Check One)</b><br><input type="checkbox"/> Personnel<br><input type="checkbox"/> Operating<br><input checked="" type="checkbox"/> Special Projects<br><input type="checkbox"/> Capital Outlay | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;">Funding Source (Check One)</th> <th style="text-align:right; border-bottom: 1px solid black;">Funding Amount</th> </tr> </thead> <tbody> <tr><td><input type="checkbox"/> General Fund</td><td style="border-bottom: 1px solid black;"></td></tr> <tr><td><input type="checkbox"/> Mission Playhouse Imp. Fund</td><td style="border-bottom: 1px solid black;"></td></tr> <tr><td><input type="checkbox"/> Parks and Rec Facility Fund</td><td style="border-bottom: 1px solid black;"></td></tr> <tr><td><input checked="" type="checkbox"/> Proposition "A"</td><td style="text-align:right; border-bottom: 1px solid black;">25,000</td></tr> <tr><td><input type="checkbox"/> Proposition "C"</td><td style="border-bottom: 1px solid black;"></td></tr> <tr><td><input type="checkbox"/> Redevelopment</td><td style="border-bottom: 1px solid black;"></td></tr> <tr><td><input type="checkbox"/> AQMD Trust Fund</td><td style="border-bottom: 1px solid black;"></td></tr> <tr><td><input type="checkbox"/> Asset Forfeiture Fund</td><td style="border-bottom: 1px solid black;"></td></tr> <tr><td><input type="checkbox"/> State Sup. Law Enforce. Fund</td><td style="border-bottom: 1px solid black;"></td></tr> <tr><td><input type="checkbox"/> Gas Tax</td><td style="border-bottom: 1px solid black;"></td></tr> <tr><td><input type="checkbox"/> Waste Management Fund</td><td style="border-bottom: 1px solid black;"></td></tr> <tr><td><input type="checkbox"/> Increased Fees (Please Specify)</td><td style="border-bottom: 1px solid black;"></td></tr> <tr><td><input type="checkbox"/> Other (Please Specify)</td><td style="border-bottom: 1px solid black;"></td></tr> <tr> <td><b>Total Program Cost</b></td> <td style="text-align:right; border-top: 1px solid black; border-bottom: 3px double black;"><b>25,000</b></td> </tr> </tbody> </table> | Funding Source (Check One) | Funding Amount | <input type="checkbox"/> General Fund |  | <input type="checkbox"/> Mission Playhouse Imp. Fund |  | <input type="checkbox"/> Parks and Rec Facility Fund |  | <input checked="" type="checkbox"/> Proposition "A" | 25,000 | <input type="checkbox"/> Proposition "C" |  | <input type="checkbox"/> Redevelopment |  | <input type="checkbox"/> AQMD Trust Fund |  | <input type="checkbox"/> Asset Forfeiture Fund |  | <input type="checkbox"/> State Sup. Law Enforce. Fund |  | <input type="checkbox"/> Gas Tax |  | <input type="checkbox"/> Waste Management Fund |  | <input type="checkbox"/> Increased Fees (Please Specify) |  | <input type="checkbox"/> Other (Please Specify) |  | <b>Total Program Cost</b> | <b>25,000</b> |
|---|--|----------------------------|----------------|---------------------------------------|--|--|--|--|--|---|--------|--|--|--|--|--|--|--|--|---|--|----------------------------------|--|--|--|--|--|---|--|---------------------------|---------------|
| Funding Source (Check One)  | Funding Amount   |                            |                |                                       |  |  |  |  |  |   |        |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <input type="checkbox"/> General Fund   |  |                            |                |                                       |  |  |  |  |  |   |        |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <input type="checkbox"/> Mission Playhouse Imp. Fund  |  |                            |                |                                       |  |  |  |  |  |   |        |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <input type="checkbox"/> Parks and Rec Facility Fund  |  |                            |                |                                       |  |  |  |  |  |   |        |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <input checked="" type="checkbox"/> Proposition "A"   | 25,000   |                            |                |                                       |  |  |  |  |  |   |        |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <input type="checkbox"/> Proposition "C"  |  |                            |                |                                       |  |  |  |  |  |   |        |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <input type="checkbox"/> Redevelopment  |  |                            |                |                                       |  |  |  |  |  |   |        |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <input type="checkbox"/> AQMD Trust Fund  |  |                            |                |                                       |  |  |  |  |  |   |        |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <input type="checkbox"/> Asset Forfeiture Fund  |  |                            |                |                                       |  |  |  |  |  |   |        |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <input type="checkbox"/> State Sup. Law Enforce. Fund   |  |                            |                |                                       |  |  |  |  |  |   |        |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <input type="checkbox"/> Gas Tax  |  |                            |                |                                       |  |  |  |  |  |   |        |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <input type="checkbox"/> Waste Management Fund  |  |                            |                |                                       |  |  |  |  |  |   |        |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <input type="checkbox"/> Increased Fees (Please Specify)  |  |                            |                |                                       |  |  |  |  |  |   |        |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <input type="checkbox"/> Other (Please Specify)   |  |                            |                |                                       |  |  |  |  |  |   |        |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <b>Total Program Cost</b>   | <b>25,000</b>  |                            |                |                                       |  |  |  |  |  |   |        |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <b>Program or Item Description:</b><br>Community Engagement for 710 Study   |  |                            |                |                                       |  |  |  |  |  |   |        |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |

**Justification**

This request will provide funding for community outreach and advocacy for the SR 710 project including participation in the 710 Coalition.

CITY OF SAN GABRIEL  
EXPENDITURES

181 PROP "C" LOCAL RETURN FUND  
800 PUBLIC WORKS  
49 LOCAL TRANSIT DEVELOPMENT

|        |                           | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|---------------------------|---|---|
| 11-000 | Full Time Employees       | 21,897                                  | 22,263                                  |
| 12-000 | Limited Time Employees    | 0                                       | 0                                       |
| 13-000 | Overtime Employees        | 0                                       | 0                                       |
| 19-001 | Health Insurance          | 4,907                                   | 4,742                                   |
| 19-002 | Retirement                | 2,982                                   | 3,649                                   |
| 19-004 | Medicare                  | 318                                     | 323                                     |
|        | Salaries and Benefits     | 30,104                                  | 30,977                                  |
|        | Operating                 | 0                                       | 0                                       |
| 91-000 | Budget Savings            | 0                                       | 0                                       |
|        | LOCAL TRANSIT DEVELOPMENT | <u>30,104</u>                           | <u>30,977</u>                           |

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Valley Blvd Bridge Restoration PROJECT #: 1-08-03

DEPT. PW - Engineering PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP: | QUICK REFERENCE INFORMATION |
|------------------------------|-----------------------------|
|------------------------------|-----------------------------|

| Status  | Timetable                                   |
|---|---|
| New Project <input type="checkbox"/>          | No Change <input type="checkbox"/>          |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>           |
| Funding Change <input type="checkbox"/>       | Delayed <input checked="" type="checkbox"/> |

| Project Start Date   | Associated Projects |
|----------------------|---------------------|
| <u>TBD</u>           |                     |
| Est. Completion Date |                     |
| <u>TBD</u>           |                     |

### DESCRIPTION

Design and reinforce bridge over Alhambra Wash at Valley Boulevard. Project associated with Valley Boulevard Specific Plan.

This project is delayed due to lack of funding.

No accounting has been assigned to this project.

### EXPENDITURE PLAN

|                 | Prior Years | 2014-15 | 2015-16 | 2016-17 | 2017-18 | 2018-19        | TOTAL          |
|-----------------|-------------|---------|---------|---------|---------|----------------|----------------|
| Planning Design |             |         |         |         |         | 175,000        | 175,000        |
| Construction    |             |         |         |         |         | 800,000        | 800,000        |
| (Other)         |             |         |         |         |         |                |                |
| <b>TOTAL</b>    |             |         |         |         |         | <b>975,000</b> | <b>975,000</b> |

### RECOMMENDED FUNDING SOURCES

|              |  |  |  |  |  |                |                |
|--------------|--|--|--|--|--|----------------|----------------|
|              |  |  |  |  |  |                |                |
|              |  |  |  |  |  |                |                |
|              |  |  |  |  |  |                |                |
|              |  |  |  |  |  |                |                |
|              |  |  |  |  |  |                |                |
| UNFUNDED     |  |  |  |  |  | 975,000        | 975,000        |
| (Other #1)   |  |  |  |  |  |                |                |
| (Other #2)   |  |  |  |  |  |                |                |
| <b>Total</b> |  |  |  |  |  | <b>975,000</b> | <b>975,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ - Operating: \$ \_\_\_\_\_ - Total: \$ \_\_\_\_\_ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Broadway/Walnut Grove Intersection Improvement PROJECT #: 1-08-11

DEPT. PW - Engineering PREPARED BY: Algis Marciuska

#### CHANGES FROM PRIOR YEAR CIP:

|                |                                     |                  |                                     |
|----------------|-------------------------------------|------------------|-------------------------------------|
| <b>Status</b>  |                                     | <b>Timetable</b> |                                     |
| New Project    | <input type="checkbox"/>            | No Change        | <input type="checkbox"/>            |
| No Change      | <input checked="" type="checkbox"/> | Advanced         | <input type="checkbox"/>            |
| Funding Change | <input type="checkbox"/>            | Delayed          | <input checked="" type="checkbox"/> |

#### QUICK REFERENCE INFORMATION

|                      |                     |  |
|----------------------|---------------------|--|
| Project Start Date   | Associated Projects |  |
| 2009-10              |                     |  |
| Est. Completion Date |                     |  |
| 2016-17              |                     |  |

#### DESCRIPTION

This project will construct new left turn lanes, sidewalks, curb ramps, and traffic signal modifications at the intersection of Broadway and Walnut Grove Avenue. Right-of-way acquisition is necessary to accommodate the intersection widening and sidewalk. The new sidewalks, ramps, and signal improvements will provide improved pedestrian safety and mobility for residents and students at the nearby schools. The project will enhance public safety by providing a safer and more efficient traffic movement pattern at this congested location.

Preliminary design started in late 2009. Final design, environmental and right of way start in 2011. Request additional \$75,000 in FY13/14 for increased environmental review costs associated with Caltrans NEPA requirements and increased right-of-way and utility coordination costs. NEPA approval June 2013. Right of way acquisition and utility relocation in 2014-15. Construction expected to begin in 2015-16.

Metro Project ID: LAE3308

Account #: 122-800-55-97-706, 122-800-41-97-706, 122-800-50-97-706, 122-800-45-97-706, 122-800-57-97-706, and 122-800-40-97-706

### EXPENDITURE PLAN

|                  | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>     |
|------------------|--------------------|----------------|----------------|----------------|----------------|----------------|------------------|
| Planning Design  | 400,000            |                |                |                |                |                | 400,000          |
| Construction     | 850,000            |                |                |                |                |                | 850,000          |
| Land Acquisition | 200,000            |                |                |                |                |                | 200,000          |
| (Other)          |                    |                |                |                |                |                |                  |
| <b>TOTAL</b>     | <b>1,450,000</b>   |                |                |                |                |                | <b>1,450,000</b> |

### RECOMMENDED FUNDING SOURCES

|                       |                  |  |  |  |  |  |                  |
|-----------------------|------------------|--|--|--|--|--|------------------|
| 55 Waste Management   | 589,000          |  |  |  |  |  | 589,000          |
| 41 Gas Tax            | 225,000          |  |  |  |  |  | 225,000          |
| 50 Proposition "C"    |                  |  |  |  |  |  |                  |
| 45 STP-L              | 100,000          |  |  |  |  |  | 100,000          |
| 57 Rule 20A           | 200,000          |  |  |  |  |  | 200,000          |
| UNFUNDED              | 26,000           |  |  |  |  |  | 26,000           |
| 40 Development Impact | 310,000          |  |  |  |  |  | 310,000          |
| (Other #1)            |                  |  |  |  |  |  |                  |
| (Other #2)            |                  |  |  |  |  |  |                  |
| <b>total</b>          | <b>1,450,000</b> |  |  |  |  |  | <b>1,450,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$           - Operating: \$       1,200 Total: \$       1,200

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Del Mar Rehabilitation - Valley to I-10 PROJECT #: 1-08-12  
 DEPT. PW - Engineering PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP: |                                     |                  |                                     | QUICK REFERENCE INFORMATION |                     |  |
|------------------------------|-------------------------------------|------------------|-------------------------------------|-----------------------------|---------------------|--|
| <b>Status</b>                |                                     | <b>Timetable</b> |                                     | Project Start Date          | Associated Projects |  |
| New Project                  | <input type="checkbox"/>            | No Change        | <input type="checkbox"/>            | <u>TBD</u>                  | <u>1-08-14</u>      |  |
| No Change                    | <input type="checkbox"/>            | Advanced         | <input checked="" type="checkbox"/> | Est. Completion Date        | <u>1-08-15</u>      |  |
| Funding Change               | <input checked="" type="checkbox"/> | Delayed          | <input type="checkbox"/>            | <u>TBD</u>                  |                     |  |

### DESCRIPTION

This project will rehabilitate the pavement on Del Mar Avenue from Valley Boulevard to Interstate 10 freeway. This project consists of constructing a rubberized asphalt concrete pavement overlay, repairing failed pavement (base repair), cold planing the pavement to accommodate the overlay, adjusting manholes to grade, removing and replacing broken concrete curb, gutter, and sidewalk, installing ADA-compliant curb ramps, replacing traffic signal loop detectors, and replacing pavement markings. Project will be coordinated with the Del Mar/Alhambra Wash Bridge Replacement Project (CIP 1-08-42).

Project updated in FY15-16 to reflect anticipated California Infrastructure Bank Loan revenue. \$163,460 in Waste Mgmt funds moved from CIP 1-08-33 in FY16-17.

No accounting has been assigned to this project.

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>     |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|------------------|
| Planning Design |                    |                | 85,000         |                |                |                | 85,000           |
| Construction    |                    |                |                | 951,000        |                |                | 951,000          |
| (Other)         |                    |                |                |                |                |                |                  |
| <b>TOTAL</b>    |                    |                | <b>85,000</b>  | <b>951,000</b> |                |                | <b>1,036,000</b> |

### RECOMMENDED FUNDING SOURCES

|                     |  |  |               |                |  |  |                  |
|---------------------|--|--|---------------|----------------|--|--|------------------|
| 58 I-Bank Loan      |  |  | 85,000        | 787,540        |  |  | 872,540          |
| 55 Waste Management |  |  |               | 163,460        |  |  | 163,460          |
|                     |  |  |               |                |  |  |                  |
|                     |  |  |               |                |  |  |                  |
|                     |  |  |               |                |  |  |                  |
| UNFUNDED            |  |  |               |                |  |  |                  |
| (Other #1)          |  |  |               |                |  |  |                  |
| (Other #2)          |  |  |               |                |  |  |                  |
| <b>total</b>        |  |  | <b>85,000</b> | <b>951,000</b> |  |  | <b>1,036,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -

# CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

## INDIVIDUAL PROJECT DATA

PROJECT TITLE: Del Mar Rehabilitation - Wells to Valley PROJECT #: 1-08-14

DEPT. PW - Engineering PREPARED BY: Daren Grilley

### CHANGES FROM PRIOR YEAR CIP:

### QUICK REFERENCE INFORMATION

**Status**

New Project

No Change

Funding Change

**Timetable**

No Change

Advanced

Delayed

|                      |                     |
|----------------------|---------------------|
| Project Start Date   | Associated Projects |
| TBD                  | 1-08-12             |
| Est. Completion Date | 1-08-15             |
| TBD                  |                     |

### DESCRIPTION

This project will rehabilitate the pavement on Del Mar Avenue from Wells Street to Valley Boulevard. This project consists of constructing a rubberized asphalt concrete pavement overlay, repairing failed pavement (base repair), cold planing the pavement to accommodate the overlay, adjusting manholes to grade, removing and replacing broken concrete curb, gutter, and sidewalk, installing ADA-compliant curb ramps, replacing traffic signal loop detectors, and replacing pavement markings.

Project updated in FY15-16 to reflect anticipated California Infrastructure Bank Loan revenue.

No accounting has been assigned to this project.

### EXPENDITURE PLAN

|                 | Prior Years | 2014-15 | 2015-16       | 2016-17        | 2017-18 | 2018-19 | TOTAL          |
|-----------------|-------------|---------|---------------|----------------|---------|---------|----------------|
| Planning Design |             |         | 76,000        |                |         |         | 76,000         |
| Construction    |             |         |               | 877,000        |         |         | 877,000        |
| (Other)         |             |         |               |                |         |         |                |
| <b>TOTAL</b>    |             |         | <b>76,000</b> | <b>877,000</b> |         |         | <b>953,000</b> |

### RECOMMENDED FUNDING SOURCES

|                |  |  |               |                |  |  |                |
|----------------|--|--|---------------|----------------|--|--|----------------|
| 58 I-Bank Loan |  |  | 76,000        | 877,000        |  |  | 953,000        |
|                |  |  |               |                |  |  |                |
|                |  |  |               |                |  |  |                |
|                |  |  |               |                |  |  |                |
|                |  |  |               |                |  |  |                |
| UNFUNDED       |  |  |               |                |  |  |                |
| (Other #1)     |  |  |               |                |  |  |                |
| (Other #2)     |  |  |               |                |  |  |                |
| <b>total</b>   |  |  | <b>76,000</b> | <b>877,000</b> |  |  | <b>953,000</b> |

### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ - Operating: \$ \_\_\_\_\_ - Total: \$ \_\_\_\_\_ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Del Mar Ave Rehabilitation - Wells to Mission PROJECT #: 1-08-15  
 DEPT. PW - Engineering PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP:                       |  | QUICK REFERENCE INFORMATION |                     |  |
|--|--|-----------------------------|---------------------|--|
| <b>Status</b>                                      | <b>Timetable</b>                             | Project Start Date          | Associated Projects |  |
| New Project <input type="checkbox"/>               | No Change <input type="checkbox"/>           | <u>TBD</u>                  | <u>1-11-63</u>      |  |
| No Change <input type="checkbox"/>                 | Advanced <input checked="" type="checkbox"/> | Est. Completion Date        | <u>1-08-12</u>      |  |
| Funding Change <input checked="" type="checkbox"/> | Delayed <input type="checkbox"/>             | <u>TBD</u>                  | <u>1-08-14</u>      |  |

### DESCRIPTION

This project will rehabilitate the pavement on Del Mar Avenue from Fairview Avenue to Valley Boulevard. This project consists of constructing a rubberized asphalt concrete pavement overlay, repairing failed pavement (base repair), cold planing the pavement to accommodate the overlay, adjusting manholes to grade, removing and replacing broken concrete curb, gutter, and sidewalk, installing ADA-compliant curb ramps, replacing traffic signal loop detectors, and replacing pavement markings.

Project updated in FY15-16 to reflect anticipated California Infrastructure Bank Loan revenue.

Portion of design completed in early 2011 and is "shovel ready." Construction was delayed due to lack of funding.

Account #122-800-15-97-720 and 122-800-\_\_-97-720

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u>   | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>     |
|-----------------|--------------------|----------------|----------------|------------------|----------------|----------------|------------------|
| Planning Design | 113,540            |                | 85,000         |                  |                |                | 198,540          |
| Construction    |                    |                |                | 1,889,460        |                |                | 1,889,460        |
| (Other)         |                    |                |                |                  |                |                |                  |
| <b>TOTAL</b>    | <b>113,540</b>     |                | <b>85,000</b>  | <b>1,889,460</b> |                |                | <b>2,088,000</b> |

### RECOMMENDED FUNDING SOURCES

|                   |                |  |               |                  |  |  |                  |
|-------------------|----------------|--|---------------|------------------|--|--|------------------|
| 15 General Fund ▼ | 113,540        |  |               |                  |  |  | 113,540          |
| 58 I-Bank Loan ▼  |                |  | 85,000        | 1,889,460        |  |  | 1,974,460        |
| ▼                 |                |  |               |                  |  |  |                  |
| ▼                 |                |  |               |                  |  |  |                  |
| ▼                 |                |  |               |                  |  |  |                  |
| UNFUNDED          |                |  |               |                  |  |  |                  |
| (Other #1)        |                |  |               |                  |  |  |                  |
| (Other #2)        |                |  |               |                  |  |  |                  |
| <b>total</b>      | <b>113,540</b> |  | <b>85,000</b> | <b>1,889,460</b> |  |  | <b>2,088,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Del Mar & Broadway Intersection Improvement PROJECT #: 1-08-16  
 DEPT. PW - Engineering PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP:                  |   | QUICK REFERENCE INFORMATION      |                      |
|---|---|----------------------------------|----------------------|
| <b>Status</b>                                 | <b>Timetable</b>                            | Project Start Date               | Associated Projects  |
| New Project <input type="checkbox"/>          | No Change <input type="checkbox"/>          | <input type="text" value="TBD"/> | <input type="text"/> |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>           | Est. Completion Date             | <input type="text"/> |
| Funding Change <input type="checkbox"/>       | Delayed <input checked="" type="checkbox"/> | <input type="text" value="TBD"/> | <input type="text"/> |

### DESCRIPTION

This project will construct new turning lanes, curb ramps, and traffic signal modifications at the intersection of Del Mar Avenue and Broadway. The project will enhance public safety by providing a safer and more efficient traffic movement pattern at this congested location.

This project is delayed due to lack of funding.

No accounting has been assigned to this project.

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design | _____              | _____          | _____          | _____          | _____          | 90,000         | 90,000         |
| Construction    | _____              | _____          | _____          | _____          | _____          | 830,000        | 830,000        |
| (Other)         | _____              | _____          | _____          | _____          | _____          | _____          | _____          |
| <b>TOTAL</b>    | _____              | _____          | _____          | _____          | _____          | <b>920,000</b> | <b>920,000</b> |

### RECOMMENDED FUNDING SOURCES

|                      |       |       |       |       |       |                |                |
|----------------------|-------|-------|-------|-------|-------|----------------|----------------|
| <input type="text"/> | _____ | _____ | _____ | _____ | _____ | _____          | _____          |
| <input type="text"/> | _____ | _____ | _____ | _____ | _____ | _____          | _____          |
| <input type="text"/> | _____ | _____ | _____ | _____ | _____ | _____          | _____          |
| <input type="text"/> | _____ | _____ | _____ | _____ | _____ | _____          | _____          |
| <input type="text"/> | _____ | _____ | _____ | _____ | _____ | _____          | _____          |
| UNFUNDED             | _____ | _____ | _____ | _____ | _____ | 920,000        | 920,000        |
| (Other #1)           | _____ | _____ | _____ | _____ | _____ | _____          | _____          |
| (Other #2)           | _____ | _____ | _____ | _____ | _____ | _____          | _____          |
| <b>total</b>         | _____ | _____ | _____ | _____ | _____ | <b>920,000</b> | <b>920,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ - Operating: \$ \_\_\_\_\_ - Total: \$ \_\_\_\_\_ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Del Mar & Mission Intersection Improvement PROJECT #: 1-08-17  
 DEPT. PW - Engineering PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP:                  |   | QUICK REFERENCE INFORMATION      |                      |
|---|---|----------------------------------|----------------------|
| <b>Status</b>                                 | <b>Timetable</b>                            | Project Start Date               | Associated Projects  |
| New Project <input type="checkbox"/>          | No Change <input type="checkbox"/>          | <input type="text" value="TBD"/> | <input type="text"/> |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>           | Est. Completion Date             | <input type="text"/> |
| Funding Change <input type="checkbox"/>       | Delayed <input checked="" type="checkbox"/> | <input type="text" value="TBD"/> | <input type="text"/> |

### DESCRIPTION

This project will construct new turning lanes, curb ramps, and traffic signal modifications at the intersection of Del Mar Avenue and Mission Road. The project will enhance public safety by providing a safer and more efficient traffic movement pattern at this congested location.

This project is delayed due to lack of funding.

No accounting has been assigned to this project.

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design |                    |                |                |                |                | 95,000         | 95,000         |
| Construction    |                    |                |                |                |                | 877,000        | 877,000        |
| (Other)         |                    |                |                |                |                |                |                |
| <b>TOTAL</b>    |                    |                |                |                |                | <b>972,000</b> | <b>972,000</b> |

### RECOMMENDED FUNDING SOURCES

|                      |  |  |  |  |  |                |                |
|----------------------|--|--|--|--|--|----------------|----------------|
| <input type="text"/> |  |  |  |  |  |                |                |
| <input type="text"/> |  |  |  |  |  |                |                |
| <input type="text"/> |  |  |  |  |  |                |                |
| <input type="text"/> |  |  |  |  |  |                |                |
| <input type="text"/> |  |  |  |  |  |                |                |
| UNFUNDED             |  |  |  |  |  | 972,000        | 972,000        |
| (Other #1)           |  |  |  |  |  |                |                |
| (Other #2)           |  |  |  |  |  |                |                |
| <b>total</b>         |  |  |  |  |  | <b>972,000</b> | <b>972,000</b> |

### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Del Mar & Las Tunas Intersection Improvement PROJECT #: 1-08-18

DEPT. PW - Engineering PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP: | QUICK REFERENCE INFORMATION |
|------------------------------|-----------------------------|
|------------------------------|-----------------------------|

|   |   |                      |                     |
|---|---|----------------------|---------------------|
| <b>Status</b>                                 | <b>Timetable</b>                            | Project Start Date   | Associated Projects |
| New Project <input type="checkbox"/>          | No Change <input type="checkbox"/>          | <u>TBD</u>           |                     |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>           | Est. Completion Date |                     |
| Funding Change <input type="checkbox"/>       | Delayed <input checked="" type="checkbox"/> | <u>TBD</u>           |                     |

### DESCRIPTION

This project will construct new turning lanes, curb ramps, and traffic signal modifications at the intersection of Del Mar Avenue and Las Tunas Drive. The project will enhance public safety by providing a safer and more efficient traffic movement pattern at this congested location.

This project is delayed due to lack of funding.

No accounting has been assigned to this project.

### EXPENDITURE PLAN

|                  | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u>   | <u>TOTAL</u>     |
|------------------|--------------------|----------------|----------------|----------------|----------------|------------------|------------------|
| Planning Design  |                    |                |                |                |                | 120,000          | 120,000          |
| Construction     |                    |                |                |                |                | 980,000          | 980,000          |
| Land Acquisition |                    |                |                |                |                | 100,000          | 100,000          |
| (Other)          |                    |                |                |                |                |                  |                  |
| <b>TOTAL</b>     |                    |                |                |                |                | <b>1,200,000</b> | <b>1,200,000</b> |

### RECOMMENDED FUNDING SOURCES

|              |  |  |  |  |  |                  |                  |
|--------------|--|--|--|--|--|------------------|------------------|
| ▼            |  |  |  |  |  |                  |                  |
| ▼            |  |  |  |  |  |                  |                  |
| ▼            |  |  |  |  |  |                  |                  |
| ▼            |  |  |  |  |  |                  |                  |
| ▼            |  |  |  |  |  |                  |                  |
| UNFUNDED     |  |  |  |  |  | 1,200,000        | 1,200,000        |
| (Other #1)   |  |  |  |  |  |                  |                  |
| (Other #2)   |  |  |  |  |  |                  |                  |
| <b>total</b> |  |  |  |  |  | <b>1,200,000</b> | <b>1,200,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

**PROJECT TITLE:** San Gabriel & Mission Intersection Improvements **PROJECT #:** 1-08-23  
**DEPT.:** PW - Engineering **PREPARED BY:** Algis Marciuska

| CHANGES FROM PRIOR YEAR CIP:                  |   |  |  | QUICK REFERENCE INFORMATION |                     |  |
|---|---|--|--|-----------------------------|---------------------|--|
| <b>Status</b>                                 | <b>Timetable</b>                            |  |  | Project Start Date          | Associated Projects |  |
| New Project <input type="checkbox"/>          | No Change <input type="checkbox"/>          |  |  | <u>2009-10</u>              |                     |  |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>           |  |  | Est. Completion Date        |                     |  |
| Funding Change <input type="checkbox"/>       | Delayed <input checked="" type="checkbox"/> |  |  | <u>2015-16</u>              |                     |  |

### DESCRIPTION

This project will construct new right turn lanes, ADA-compliant curb ramps, and traffic signal modifications to accommodate protected left-turn phasing at the intersection of San Gabriel Boulevard and Mission Road. Right of way acquisition will be necessary to accommodate the new turning lanes and curb ramps. The project will enhance public safety and improve mobility by providing a safer and more efficient traffic movement pattern at this congested location.

Environmental review is complete. Final design and right-of-way acquisition is underway.

Account #: 122-800-41-97-707, 122-800-50-97-707, 122-800-40-97-707, 122-800-58-97-707, 122-800-55-97-707.

### EXPENDITURE PLAN

|                  | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>     |
|------------------|--------------------|----------------|----------------|----------------|----------------|----------------|------------------|
| Planning Design  | 166,302            |                |                |                |                |                | 166,302          |
| Construction     | 1,020,000          |                |                |                |                |                | 1,020,000        |
| Land Acquisition | 370,000            |                |                |                |                |                | 370,000          |
| (Other)          |                    |                |                |                |                |                |                  |
| <b>TOTAL</b>     | <b>1,556,302</b>   |                |                |                |                |                | <b>1,556,302</b> |

### RECOMMENDED FUNDING SOURCES

|                         |                  |  |  |  |  |  |                  |
|-------------------------|------------------|--|--|--|--|--|------------------|
| 41 Gas Tax ▼            | 246,302          |  |  |  |  |  | 246,302          |
| 50 Proposition "C" ▼    | 765,000          |  |  |  |  |  | 765,000          |
| 40 Development Impact ▼ | 155,000          |  |  |  |  |  | 155,000          |
| 58 Measure "R" ▼        | 290,000          |  |  |  |  |  | 290,000          |
| 55 Waste Management ▼   | 100,000          |  |  |  |  |  | 100,000          |
| UNFUNDED                |                  |  |  |  |  |  |                  |
| (Other #1)              |                  |  |  |  |  |  |                  |
| (Other #2)              |                  |  |  |  |  |  |                  |
| <b>Total</b>            | <b>1,556,302</b> |  |  |  |  |  | <b>1,556,302</b> |

**IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:**

Salaries and Benefits: \$ \_\_\_\_\_ - Operating: \$ \_\_\_\_\_ - Total: \$ \_\_\_\_\_ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Fairview Ave Improvements - Abbott to Circle PROJECT #: 1-08-32  
 DEPT. PW - Engineering PREPARED BY: Algis Marciuska

| CHANGES FROM PRIOR YEAR CIP:                       |   | QUICK REFERENCE INFORMATION |                     |
|--|---|-----------------------------|---------------------|
| <b>Status</b>                                      | <b>Timetable</b>                              | Project Start Date          | Associated Projects |
| New Project <input type="checkbox"/>               | No Change <input checked="" type="checkbox"/> | <u>2012</u>                 | <u>8-09-15</u>      |
| No Change <input type="checkbox"/>                 | Advanced <input type="checkbox"/>             | Est. Completion Date        |                     |
| Funding Change <input checked="" type="checkbox"/> | Delayed <input type="checkbox"/>              | <u>2014-15</u>              |                     |

### DESCRIPTION

This project will reconstruct the pavement on Fairview Avenue in the San Gabriel Village between Abbott Avenue and Circle Drive. Work also includes construction of ADA-compliant curb ramps and streetscape furniture. Project design will be consistent with the Fairview Ave Commercial District Improvements project (CIP No. 8-09-15).

Begin design in early 2013. Construction completed in FY2014-15.

Accounting: 122-800-41-97-714, 122-800-15-97-714 and 122-800-55-97-714

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design | 100,000            |                |                |                |                |                | 100,000        |
| Construction    | 840,000            |                |                |                |                |                | 840,000        |
| (Other)         |                    |                |                |                |                |                |                |
| <b>TOTAL</b>    | <b>940,000</b>     |                |                |                |                |                | <b>940,000</b> |

### RECOMMENDED FUNDING SOURCES

|                       |                |                |  |  |  |  |                |
|-----------------------|----------------|----------------|--|--|--|--|----------------|
| 41 Gas Tax ▼          | 565,000        |                |  |  |  |  | 565,000        |
| 15 General Fund ▼     | 175,000        |                |  |  |  |  | 175,000        |
| 55 Waste Management ▼ |                | 200,000        |  |  |  |  | 200,000        |
|                       |                |                |  |  |  |  |                |
|                       |                |                |  |  |  |  |                |
| UNFUNDED              |                |                |  |  |  |  |                |
| (Other #1)            |                |                |  |  |  |  |                |
| (Other #2)            |                |                |  |  |  |  |                |
| <b>total</b>          | <b>740,000</b> | <b>200,000</b> |  |  |  |  | <b>940,000</b> |

**IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:**

Salaries and Benefits: \$           - Operating: \$           500 Total: \$           500

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Las Tunas Streetscape/ Pedestrian Enhancements PROJECT #: 1-08-33  
 DEPT. PW - Engineering PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP:                       |   | QUICK REFERENCE INFORMATION |                     |
|--|---|-----------------------------|---------------------|
| <b>Status</b>                                      | <b>Timetable</b>                            | Project Start Date          | Associated Projects |
| New Project <input type="checkbox"/>               | No Change <input type="checkbox"/>          | <u>2011-12</u>              | <u>1-09-45</u>      |
| No Change <input type="checkbox"/>                 | Advanced <input type="checkbox"/>           | Est. Completion Date        |                     |
| Funding Change <input checked="" type="checkbox"/> | Delayed <input checked="" type="checkbox"/> | <u>2013-14</u>              |                     |

### DESCRIPTION

This project will construct and install pedestrian and bicyclist safety improvements and amenities including landscape medians, benches, and trash receptacles along Las Tunas Drive. The work will be primarily focused at the City's east and west entries. This work must be coordinated with pavement rehabilitation of Las Tunas Drive.

Grant of \$641,000 awarded to the City under the 2007 MTA Call for Projects (LAE2389). Project also includes \$120,000 in federal SAFETEA-LU earmark funds.

With the passage of the federal MAP-21 in 2012, this project was no longer eligible for the transportation enhancement funds awarded by Metro in 2007. Public Works staff requested other funds through Metro; however, numerous other agencies were in the same position.

Metro indicated in early 2015 that City may receive \$583,000 for this project--pending scope revisions and approval by Metro Board. Revised scope to include features listed above and are proposed to be focused at the west entry between Alhambra city limits and Alanmay Avenue.

Move \$163,460 in FY16-17 Waste Management funds to CIP No. 1-08-12 (Del Mar Ave Rehabilitation) and \$159,540 in FY16-17 Waste Management funds to CIP No. 1-08-42 (Del Mar Ave/Alhambra Wash Bridge Replacement).

Account #: 122-800-55-97-742, 122-800-57-97-742, 122-800-15-97-742

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design |                    |                | 120,000        |                |                |                | 120,000        |
| Construction    |                    |                |                | 653,000        |                |                | 653,000        |
| (Other)         |                    |                |                |                |                |                |                |
| <b>TOTAL</b>    |                    |                | <b>120,000</b> | <b>653,000</b> |                |                | <b>773,000</b> |

### RECOMMENDED FUNDING SOURCES

|                       |                  |                    |  |                |  |                |
|-----------------------|------------------|--------------------|--|----------------|--|----------------|
| 57 STPE-R-RIP-STP ▼   | 641,000          | (641,000)          |  |                |  |                |
| 55 Waste Management ▼ | 393,000          | (393,000)          |  | 70,000         |  | 70,000         |
| 15 General Fund ▼     | 30,000           | (30,000)           |  |                |  |                |
| 57 SAFETEA-LU ▼       | 120,000          |                    |  |                |  | 120,000        |
| CMAQ/MTA ▼            |                  |                    |  | 583,000        |  | 583,000        |
| UNFUNDED              |                  |                    |  |                |  |                |
| (Other #1)            |                  |                    |  |                |  |                |
| (Other #2)            |                  |                    |  |                |  |                |
| <b>total</b>          | <b>1,184,000</b> | <b>(1,064,000)</b> |  | <b>653,000</b> |  | <b>773,000</b> |

### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$     5,000     Total: \$     5,000

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Great Streets Program PROJECT #: 1-08-35

DEPT. PW - Engineering PREPARED BY: Daren Grilley

#### CHANGES FROM PRIOR YEAR CIP:

|  |  |
|--|--|
| <b>Status</b>                                      | <b>Timetable</b>                             |
| New Project <input type="checkbox"/>               | No Change <input type="checkbox"/>           |
| No Change <input type="checkbox"/>                 | Advanced <input checked="" type="checkbox"/> |
| Funding Change <input checked="" type="checkbox"/> | Delayed <input type="checkbox"/>             |

#### QUICK REFERENCE INFORMATION

|                      |                     |         |
|----------------------|---------------------|---------|
| Project Start Date   | Associated Projects |         |
| Ongoing              | 1-14-01             | 1-08-15 |
| Est. Completion Date | 1-08-12             |         |
| Ongoing              | 1-08-14             |         |

#### DESCRIPTION

This annual program of projects will reconstruct streets that are identified through field investigations and the City's Pavement Management Program as having fallen below the condition where lower cost preventive maintenance methods would be effective. Work may include pavement removal and subgrade repair or in-place recycling, curb and gutter repair, installation of ADA-compliant curb ramps, and construction of new asphalt concrete roadway. The 2010 Pavement Management Report concluded that \$2.75 million must be spent each year on the City's street network to maintain the current average Pavement Condition Index (PCI) of 56 out of 100. Improving the street network to an average PCI of 80 would require \$4.75 million per year over the next ten years. Continued funding at \$1.5 million annually would result in a drop in the overall PCI to below 50 by the year 2016.

Great Streets Program includes all city streets and alleys. Individual projects previously listed separately are now included in this program.

Projected California Infrastructure Bank loan of \$3.8 million in FY2014-15 was delayed due to State approval process. This loan is now anticipated in FY2015-16 and is directed toward rehabilitation of Del Mar Avenue. Funds are moved from this project to CIP Nos. 1-08-12, 14, and 15.

Community Development Department projected Economic Development Administration Grant in FY2014-15 did not materialize and is taken out in FY2015-16.

Account #: 122-800-41-97-704, 122-800-55-97-704, 122-800-56-97-704, 122-800-15-97-704, 122-800-57-97-704, 122-800-58-97-704

#### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u>   | <u>2015-16</u>     | <u>2016-17</u>   | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>      |
|-----------------|--------------------|------------------|--------------------|------------------|----------------|----------------|-------------------|
| Planning Design | 870,000            | 650,000          | 50,000             | 100,000          | 96,000         |                | 1,766,000         |
| Construction    | 7,337,799          | 5,589,218        | 513,166            | 960,000          | 900,000        |                | 15,300,183        |
| (Other)         |                    |                  | (5,800,000)        |                  |                |                | (5,800,000)       |
| <b>TOTAL</b>    | <b>8,207,799</b>   | <b>6,239,218</b> | <b>(5,236,834)</b> | <b>1,060,000</b> | <b>996,000</b> |                | <b>11,266,183</b> |

#### RECOMMENDED FUNDING SOURCES

|                                 |                  |                  |                    |                  |                |  |                   |
|---------------------------------|------------------|------------------|--------------------|------------------|----------------|--|-------------------|
| 41 Gas Tax                      | 480,180          | 171,000          | 563,166            | 260,000          | 546,000        |  | 2,020,346         |
| 55 Waste Management             | 688,000          | 268,218          |                    | 800,000          | 450,000        |  | 2,206,218         |
| 56 Traffic Congestion           | 450,000          |                  |                    |                  |                |  | 450,000           |
| 15 General Fund                 | 150,949          |                  |                    |                  |                |  | 150,949           |
| UNFUNDED                        | 6,438,670        |                  |                    |                  |                |  | 6,438,670         |
| 58 I-Bank Loan<br>(Other #1)    |                  | 3,800,000        | (3,800,000)        |                  |                |  |                   |
| 57 Econ Dev Grant<br>(Other #2) |                  | 2,000,000        | (2,000,000)        |                  |                |  |                   |
| <b>Total</b>                    | <b>8,207,799</b> | <b>6,239,218</b> | <b>(5,236,834)</b> | <b>1,060,000</b> | <b>996,000</b> |  | <b>11,266,183</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ - Operating: \$ - Total: \$ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Citywide Pedestrian and Traffic Safety Improvements PROJECT #: 1-08-36  
 DEPT. PW - Engineering PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP:                       |   |                           |                            | QUICK REFERENCE INFORMATION |  |  |  |
|--|---|---------------------------|----------------------------|-----------------------------|--|--|--|
| <b>Status</b>                                      | <b>Timetable</b>                            | <b>Project Start Date</b> | <b>Associated Projects</b> |                             |  |  |  |
| New Project <input type="checkbox"/>               | No Change <input type="checkbox"/>          | Ongoing                   |                            |                             |  |  |  |
| No Change <input type="checkbox"/>                 | Advanced <input type="checkbox"/>           | Est. Completion Date      |                            |                             |  |  |  |
| Funding Change <input checked="" type="checkbox"/> | Delayed <input checked="" type="checkbox"/> | Ongoing                   |                            |                             |  |  |  |

### DESCRIPTION

This ongoing annual program will implement various projects to improve the safety of City roadways for pedestrians and drivers. Priority will be given to school traffic safety needs. The Engineering Division will evaluate projects on an annual basis under this program. Improvements may include striping changes, sign or signal modifications, installation of crosswalk markings, conducting traffic studies, minor roadway modifications and traffic calming measures.

Project previously entitled School and Pedestrian Safety Facilities.

Needed improvements will be delayed due to lack of funding.

Account #: 122-800-41-97-713

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design | 13,000             | 3,000          | 3,000          | 3,000          | 3,000          | 3,000          | 28,000         |
| Construction    | 57,000             | 27,000         | 27,000         | 27,000         | 27,000         | 27,000         | 192,000        |
| (Other)         |                    |                |                |                |                |                |                |
| <b>TOTAL</b>    | <b>70,000</b>      | <b>30,000</b>  | <b>30,000</b>  | <b>30,000</b>  | <b>30,000</b>  | <b>30,000</b>  | <b>220,000</b> |

### RECOMMENDED FUNDING SOURCES

|              |               |               |               |               |               |               |                |
|--------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------|
| 41 Gas Tax   | 70,000        | 30,000        |               |               |               |               | 100,000        |
|              |               |               |               |               |               |               |                |
|              |               |               |               |               |               |               |                |
|              |               |               |               |               |               |               |                |
|              |               |               |               |               |               |               |                |
| UNFUNDED     |               | 30,000        | 30,000        | 30,000        | 30,000        | 30,000        | 120,000        |
| (Other #1)   |               |               |               |               |               |               |                |
| (Other #2)   |               |               |               |               |               |               |                |
| <b>total</b> | <b>70,000</b> | <b>30,000</b> | <b>30,000</b> | <b>30,000</b> | <b>30,000</b> | <b>30,000</b> | <b>220,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ - Operating: \$ 500 Total: \$ 500

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: ADA Sidewalk and Curb Ramp Compliance Program PROJECT #: 1-08-41  
 DEPT. PW - Engineering PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP:                  |   | QUICK REFERENCE INFORMATION |                     |
|---|---|-----------------------------|---------------------|
| <b>Status</b>                                 | <b>Timetable</b>                              | Project Start Date          | Associated Projects |
| New Project <input type="checkbox"/>          | No Change <input checked="" type="checkbox"/> | <u>Ongoing</u>              |                     |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>             | Est. Completion Date        |                     |
| Funding Change <input type="checkbox"/>       | Delayed <input type="checkbox"/>              | <u>Ongoing</u>              |                     |

### DESCRIPTION

This annual project is mandated by Title II of the Americans with Disabilities Act of 1990, which requires that a public entity self-evaluate its services, programs, policies, and practices to determine whether they are in compliance with the nondiscrimination requirements of the ADA. The ADA requires that an ADA Transition Plan be prepared to describe any structural or physical changes required to make programs accessible. This program includes conducting the self-evaluation process and development of a prioritized list of sidewalk repair and ramp installation projects to bring the City into compliance with the ADA regulations. This program also includes the multi-year process of working on that list of projects to repair the City's sidewalk facilities for accessibility for all citizens.

Needed improvements will be delayed due to lack of funding.

Formerly titled "Sidewalk and ADA Ramp Repair."

Account #: 122-800-15-96-604 & 122-800-41-96-604

Prior Year funding:  
 2005-06 = \$30,000  
 2008-09 = \$30,000  
 2010-11 = \$30,000

### EXPENDITURE PLAN

|                 | Prior Years    | 2014-15       | 2015-16       | 2016-17       | 2017-18       | 2018-19       | TOTAL          |
|-----------------|----------------|---------------|---------------|---------------|---------------|---------------|----------------|
| Planning Design | 2,000          | 2,000         | 5,000         | 2,000         | 2,000         | 2,000         | 15,000         |
| Construction    | 163,000        | 28,000        | 45,000        | 28,000        | 28,000        | 28,000        | 320,000        |
| (Other)         |                |               |               |               |               |               |                |
| <b>TOTAL</b>    | <b>165,000</b> | <b>30,000</b> | <b>50,000</b> | <b>30,000</b> | <b>30,000</b> | <b>30,000</b> | <b>335,000</b> |

### RECOMMENDED FUNDING SOURCES

|                 |                |               |               |               |               |               |                |
|-----------------|----------------|---------------|---------------|---------------|---------------|---------------|----------------|
| 15 General Fund | 165,000        |               |               |               |               |               | 165,000        |
| 41 Gas Tax      |                |               | 50,000        |               |               |               | 50,000         |
|                 |                |               |               |               |               |               |                |
|                 |                |               |               |               |               |               |                |
| UNFUNDED        |                | 30,000        |               | 30,000        | 30,000        | 30,000        | 120,000        |
| (Other #1)      |                |               |               |               |               |               |                |
| (Other #2)      |                |               |               |               |               |               |                |
| <b>total</b>    | <b>165,000</b> | <b>30,000</b> | <b>50,000</b> | <b>30,000</b> | <b>30,000</b> | <b>30,000</b> | <b>335,000</b> |

### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$           - Operating: \$           - Total: \$           -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Del Mar Ave/Alhambra Wash Bridge Replacement PROJECT #: 1-08-42  
 DEPT. PW - Engineering PREPARED BY: Daren Grilley

#### CHANGES FROM PRIOR YEAR CIP:

#### QUICK REFERENCE INFORMATION

**Status**  
 New Project   
 No Change   
 Funding Change

**Timetable**  
 No Change   
 Advanced   
 Delayed

**Project Start Date**

**Associated Projects**

**Est. Completion Date**

#### DESCRIPTION

This project will replace the Del Mar Avenue Bridge crossing the Alhambra Wash, including reconstructing the roadway approaches 250 feet north and 200 feet south of the bridge. The existing 44' wide, four lane bridge has been inspected and determined to be structurally deficient and functionally obsolete and does not meet current seismic design standards. It is more cost-effective to construct a replacement bridge than to retrofit the existing structure. The new bridge will be approximately 64 feet wide, with two travel lanes in each direction, turning lane, and 6-ft wide sidewalks on both sides.

The City is coordinating with LA County Department of Public Works (LACDPW) to design and construct the bridge replacement. \$3,942,000 in funding for this \$5M project comes from the federal Highway Bridge Program. These funds will be reimbursed to LA County directly from Caltrans and therefore this amount is not reflected in the expenditure plan below.

Cost estimate is based on Project Design Concept Report prepared by LACDPW dated 1/13/2011. Project cost increased by \$160,000 in 2013 update. Increase includes architectural bridge enhancements (\$50,000) and signal installation at Bencamp (\$125,000) and investigation, reporting and remediation of Aerially Deposited Lead found on site (\$30,000); these increases are partially offset by an unspent balance of LA County "Aid to Cities" program funds (-\$45,862). Moved \$159,540 in FY2016-17 Waste Management funds from CIP No. 1-08-33 to this project for non-reimbursable construction contingency.

Account #: 122-800-50-97-650, 122-800-45-97-650 Prior Year funding: 2003-04 = \$150,000; 2004-05 = \$462,500; 2005-06 = \$150,000 2006-07 = \$150,000

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>     |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|------------------|
| Planning Design | 937,500            |                |                |                |                |                | 937,500          |
| Construction    | 208,000            |                |                | 159,540        |                |                | 367,540          |
| (Other)         |                    |                |                |                |                |                |                  |
| <b>TOTAL</b>    | <b>1,145,500</b>   |                |                | <b>159,540</b> |                |                | <b>1,305,040</b> |

### RECOMMENDED FUNDING SOURCES

|                     |                  |  |  |                |  |  |                  |
|---------------------|------------------|--|--|----------------|--|--|------------------|
| 50 Proposition "C"  | 577,117          |  |  |                |  |  | 577,117          |
| 45 STP-L            | 568,383          |  |  |                |  |  | 568,383          |
| 55 Waste Management |                  |  |  | 159,540        |  |  | 159,540          |
|                     |                  |  |  |                |  |  |                  |
|                     |                  |  |  |                |  |  |                  |
| UNFUNDED            |                  |  |  |                |  |  |                  |
| (Other #1)          |                  |  |  |                |  |  |                  |
| (Other #2)          |                  |  |  |                |  |  |                  |
| <b>total</b>        | <b>1,145,500</b> |  |  | <b>159,540</b> |  |  | <b>1,305,040</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ - Operating: \$ 1,000 Total: \$ 1,000

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Las Tunas Dr Rehabilitation-San Gabriel to Muscatel PROJECT #: 1-09-45  
 DEPT. PW - Engineering PREPARED BY: Daren Grilley

#### CHANGES FROM PRIOR YEAR CIP:

#### QUICK REFERENCE INFORMATION

**Status**  
 New Project   
 No Change   
 Funding Change

**Timetable**  
 No Change   
 Advanced   
 Delayed

|                      |                     |         |
|----------------------|---------------------|---------|
| Project Start Date   | Associated Projects |         |
| 01/01/10             | 1-08-24             | 4-14-02 |
| Est. Completion Date | 1-08-60             |         |
| 2015-16              | 1-08-33             |         |

#### DESCRIPTION

This project will construct a new asphalt concrete pavement roadway, adjusting manholes to grade, removing and replacing broken concrete curb, gutter, and sidewalk, installing ADA-compliant curb ramps, landscaped medians at east end of project, new traffic signal mast arms and detection, and replacing pavement markings. Project includes Low Impact Development strategies, consistent with the City's MS4 permit, to reduce runoff volume and improve water quality through storm water infiltration and biofiltration.

Video inspection of the sewer lines in late 2013 revealed numerous cracks in the pipes. The pavement project contract includes portion of required repairs described in CIP No. 4-14-02.

Construction began in February 2015 and will be completed by summer 2015.

Account #: 122-800-54-97-785, 122-800-45-97-785, 122-800-58-97-785, and 122-800-50-97-785

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>     |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|------------------|
| Planning Design | 150,000            | 100,000        |                |                |                |                | 250,000          |
| Construction    | 3,019,439          | 250,000        |                |                |                |                | 3,269,439        |
| (Other)         |                    |                |                |                |                |                |                  |
| <b>TOTAL</b>    | <b>3,169,439</b>   | <b>350,000</b> |                |                |                |                | <b>3,519,439</b> |

### RECOMMENDED FUNDING SOURCES

|                         |                  |                |  |  |  |  |                  |
|-------------------------|------------------|----------------|--|--|--|--|------------------|
| 48 Redevelopment Agency | 59,439           |                |  |  |  |  | 59,439           |
| 45 STP-L                |                  |                |  |  |  |  |                  |
| 41 Gas Tax              | 611,082          |                |  |  |  |  | 611,082          |
| 58 Measure "R"          | 1,322,831        |                |  |  |  |  | 1,322,831        |
| 50 Proposition "C"      | 780,349          |                |  |  |  |  | 780,349          |
| UNFUNDED                |                  | 350,000        |  |  |  |  | 350,000          |
| 15 General Fund         | 210,000          |                |  |  |  |  | 210,000          |
| (Other #1)              |                  |                |  |  |  |  |                  |
| 55 Waste Management     | 185,738          |                |  |  |  |  | 185,738          |
| (Other #2)              |                  |                |  |  |  |  |                  |
| <b>total</b>            | <b>3,169,439</b> | <b>350,000</b> |  |  |  |  | <b>3,519,439</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Del Mar Ave Rehabilitation - Agostino to Broadway PROJECT #: 1-09-53

DEPT. PW - Engineering PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP:                  |   |  |  | QUICK REFERENCE INFORMATION |                     |  |
|---|---|--|--|-----------------------------|---------------------|--|
| <b>Status</b>                                 | <b>Timetable</b>                            |  |  | Project Start Date          | Associated Projects |  |
| New Project <input type="checkbox"/>          | No Change <input type="checkbox"/>          |  |  | <u>TBD</u>                  | <u>1-11-63</u>      |  |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>           |  |  | Est. Completion Date        |                     |  |
| Funding Change <input type="checkbox"/>       | Delayed <input checked="" type="checkbox"/> |  |  | <u>TBD</u>                  |                     |  |

### DESCRIPTION

This project will rehabilitate the pavement on Del Mar Avenue from Agostino Road to Broadway. This project consists of constructing a rubberized asphalt concrete pavement overlay, repairing failed pavement (base repair), cold planing the pavement to accommodate the overlay, adjusting manholes to grade, removing and replacing broken concrete curb, gutter, and sidewalk, installing ADA-compliant curb ramps, replacing traffic signal loop detectors, and replacing pavement markings.

Project previous limits between Mission Road and Broadway. Scope and cost reduced to delete portion south of Agostino that will be rehabilitated with the ACE Trench Haul Route project (CIP No. 1-11-63).

This project is delayed due to lack of funding.

Account #: 122-800-41-97-718

### EXPENDITURE PLAN

|                 | Prior Years  | 2014-15 | 2015-16 | 2016-17 | 2017-18 | 2018-19        | TOTAL          |
|-----------------|--------------|---------|---------|---------|---------|----------------|----------------|
| Planning Design | 5,000        |         |         |         |         |                | 5,000          |
| Construction    |              |         |         |         |         | 280,000        | 280,000        |
| (Other)         |              |         |         |         |         |                |                |
| <b>TOTAL</b>    | <b>5,000</b> |         |         |         |         | <b>280,000</b> | <b>285,000</b> |

### RECOMMENDED FUNDING SOURCES

|              |              |  |  |  |  |                |                |
|--------------|--------------|--|--|--|--|----------------|----------------|
| 41 Gas Tax ▼ | 5,000        |  |  |  |  |                | 5,000          |
| ▼            |              |  |  |  |  |                |                |
| ▼            |              |  |  |  |  |                |                |
| ▼            |              |  |  |  |  |                |                |
| ▼            |              |  |  |  |  |                |                |
| UNFUNDED     |              |  |  |  |  | 280,000        | 280,000        |
| (Other #1)   |              |  |  |  |  |                |                |
| (Other #2)   |              |  |  |  |  |                |                |
| <b>total</b> | <b>5,000</b> |  |  |  |  | <b>280,000</b> | <b>285,000</b> |

### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Valley Boulevard Streetscape Improvements PROJECT #: 1-09-54  
 DEPT. PW - Engineering PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP: |                                     |                  |                                     | QUICK REFERENCE INFORMATION |                            |                |  |
|------------------------------|-------------------------------------|------------------|-------------------------------------|-----------------------------|----------------------------|----------------|--|
| <b>Status</b>                |                                     | <b>Timetable</b> |                                     | <b>Project Start Date</b>   | <b>Associated Projects</b> |                |  |
| New Project                  | <input type="checkbox"/>            | No Change        | <input type="checkbox"/>            | <u>TBD</u>                  | <u>1-08-02</u>             | <u>6-08-01</u> |  |
| No Change                    | <input checked="" type="checkbox"/> | Advanced         | <input type="checkbox"/>            | <b>Est. Completion Date</b> | <u>1-08-03</u>             | <u>8-08-01</u> |  |
| Funding Change               | <input type="checkbox"/>            | Delayed          | <input checked="" type="checkbox"/> | <u>TBD</u>                  | <u>5-08-04</u>             | <u>8-08-02</u> |  |

### DESCRIPTION

This project will implement Council-adopted policies in accordance with the Valley Boulevard Specific Plan for improving the Valley Boulevard streetscape. Project consolidates several Valley Boulevard improvements previously listed separately including the design and construction of landscaped medians, curb extensions, and lighting improvements.

Project 1-08-05 "Valley Boulevard Intersection Realignment" has been deleted from the CIP and the overall cost estimate for this project has been reduced by approximately \$9.5M. In addition, the project is related to the following current separate projects: 1-08-02 Valley Boulevard Street Trees, 1-08-03 Valley Blvd/Alhambra Wash Bridge, 5-08-04 Valley Boulevard Pocket Parks/Plazas, 6-08-01 Public Parking Structure, 8-08-01 Pedestrian Paths, and 8-08-02 Valley Boulevard Bicycle Lanes.

Staff submitted grant applications through Caltrans Sustainable Transportation Planning Grant program and Metro 2015 Call For Projects in November 2014 and January 2015 respectively.

This project is delayed due to lack of funding.

No accounting has been assigned to this project.

### EXPENDITURE PLAN

|                  | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u>   | <u>TOTAL</u>     |
|------------------|--------------------|----------------|----------------|----------------|----------------|------------------|------------------|
| Planning Design  |                    |                |                |                | 125,000        | 200,000          | 325,000          |
| Construction     |                    |                |                |                |                | 2,700,000        | 2,700,000        |
| Land Acquisition |                    |                |                |                |                |                  |                  |
| (Other)          |                    |                |                |                |                |                  |                  |
| <b>TOTAL</b>     |                    |                |                |                | <b>125,000</b> | <b>2,900,000</b> | <b>3,025,000</b> |

### RECOMMENDED FUNDING SOURCES

|              |  |  |  |  |                |                  |                  |
|--------------|--|--|--|--|----------------|------------------|------------------|
| ▼            |  |  |  |  |                |                  |                  |
| ▼            |  |  |  |  |                |                  |                  |
| ▼            |  |  |  |  |                |                  |                  |
| ▼            |  |  |  |  |                |                  |                  |
| ▼            |  |  |  |  |                |                  |                  |
| UNFUNDED     |  |  |  |  | 125,000        | 2,900,000        | 3,025,000        |
| (Other #1)   |  |  |  |  |                |                  |                  |
| (Other #2)   |  |  |  |  |                |                  |                  |
| <b>total</b> |  |  |  |  | <b>125,000</b> | <b>2,900,000</b> | <b>3,025,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$           - Operating: \$           - Total: \$           -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: New Avenue Streetlight Project PROJECT #: 1-09-55  
 DEPT. PW - Engineering PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP:                  |   | QUICK REFERENCE INFORMATION      |                      |
|---|---|----------------------------------|----------------------|
| <b>Status</b>                                 | <b>Timetable</b>                            | Project Start Date               | Associated Projects  |
| New Project <input type="checkbox"/>          | No Change <input type="checkbox"/>          | <input type="text" value="TBD"/> | <input type="text"/> |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>           | Est. Completion Date             | <input type="text"/> |
| Funding Change <input type="checkbox"/>       | Delayed <input checked="" type="checkbox"/> | <input type="text" value="TBD"/> | <input type="text"/> |

### DESCRIPTION

This project will implement Council-adopted streetscape lighting standards for 0.76 miles of the public right-of-way along one side of New Avenue between Interstate 10 and the New Avenue/Ramona "split". Scope includes arterial street lights and pedestrian level street lights. This project will require significant assistance from the Planning Division. Project called for in the Valley Boulevard Specific Plan.

No accounting has been assigned to this project.

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design |                    |                |                |                |                | 38,000         | 38,000         |
| Construction    |                    |                |                |                |                | 378,000        | 378,000        |
| (Other)         |                    |                |                |                |                |                |                |
| <b>TOTAL</b>    |                    |                |                |                |                | <b>416,000</b> | <b>416,000</b> |

### RECOMMENDED FUNDING SOURCES

|                      |  |  |  |  |  |                |                |
|----------------------|--|--|--|--|--|----------------|----------------|
| <input type="text"/> |  |  |  |  |  |                |                |
| <input type="text"/> |  |  |  |  |  |                |                |
| <input type="text"/> |  |  |  |  |  |                |                |
| <input type="text"/> |  |  |  |  |  |                |                |
| <input type="text"/> |  |  |  |  |  |                |                |
| UNFUNDED             |  |  |  |  |  | 416,000        | 416,000        |
| (Other #1)           |  |  |  |  |  |                |                |
| (Other #2)           |  |  |  |  |  |                |                |
| <b>total</b>         |  |  |  |  |  | <b>416,000</b> | <b>416,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Del Mar Ave & San Gabriel Blvd Streetlights PROJECT #: 1-09-56  
 DEPT. PW - Engineering PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP:                  |   | QUICK REFERENCE INFORMATION      |                      |
|---|---|----------------------------------|----------------------|
| <b>Status</b>                                 | <b>Timetable</b>                            | Project Start Date               | Associated Projects  |
| New Project <input type="checkbox"/>          | No Change <input type="checkbox"/>          | <input type="text" value="TBD"/> | <input type="text"/> |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>           | Est. Completion Date             | <input type="text"/> |
| Funding Change <input type="checkbox"/>       | Delayed <input checked="" type="checkbox"/> | <input type="text" value="TBD"/> | <input type="text"/> |

### DESCRIPTION

This project will implement Council-adopted streetscape lighting standards for over one half mile of the public right-of-way along Del Mar Avenue and one half mile miles along San Gabriel Boulevard, including arterial street lights and pedestrian level street lights. This project will require significant assistance from the Planning Division. Project called for in the Valley Boulevard Specific Plan.

This project is delayed due to lack of funding.

Project previously titled "Del Mar & San Gabriel Streetscape Improvements"

No accounting has been assigned to this project.

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design | _____              | _____          | _____          | _____          | _____          | 59,000         | 59,000         |
| Construction    | _____              | _____          | _____          | _____          | _____          | 594,000        | 594,000        |
| (Other)         | _____              | _____          | _____          | _____          | _____          | _____          | _____          |
| <b>TOTAL</b>    | _____              | _____          | _____          | _____          | _____          | <b>653,000</b> | <b>653,000</b> |

### RECOMMENDED FUNDING SOURCES

|                      |       |       |       |       |       |                |                |
|----------------------|-------|-------|-------|-------|-------|----------------|----------------|
| <input type="text"/> | _____ | _____ | _____ | _____ | _____ | _____          | _____          |
| <input type="text"/> | _____ | _____ | _____ | _____ | _____ | _____          | _____          |
| <input type="text"/> | _____ | _____ | _____ | _____ | _____ | _____          | _____          |
| <input type="text"/> | _____ | _____ | _____ | _____ | _____ | _____          | _____          |
| <input type="text"/> | _____ | _____ | _____ | _____ | _____ | _____          | _____          |
| UNFUNDED             | _____ | _____ | _____ | _____ | _____ | 653,000        | 653,000        |
| (Other #1)           | _____ | _____ | _____ | _____ | _____ | _____          | _____          |
| (Other #2)           | _____ | _____ | _____ | _____ | _____ | _____          | _____          |
| <b>total</b>         | _____ | _____ | _____ | _____ | _____ | <b>653,000</b> | <b>653,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$         -         Operating: \$         -         Total: \$         -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: San Gabriel Streetscape Improvements PROJECT #: 1-09-58

DEPT. PW - Engineering PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP: |                                     |                  |                                     | QUICK REFERENCE INFORMATION |                     |  |
|------------------------------|-------------------------------------|------------------|-------------------------------------|-----------------------------|---------------------|--|
| <b>Status</b>                |                                     | <b>Timetable</b> |                                     | Project Start Date          | Associated Projects |  |
| New Project                  | <input type="checkbox"/>            | No Change        | <input type="checkbox"/>            | <u>2009</u>                 | <u>1-14-02</u>      |  |
| No Change                    | <input type="checkbox"/>            | Advanced         | <input type="checkbox"/>            | Est. Completion Date        |                     |  |
| Funding Change               | <input checked="" type="checkbox"/> | Delayed          | <input checked="" type="checkbox"/> | <u>TBD</u>                  |                     |  |

### DESCRIPTION

This project will construct streetscape improvements along San Gabriel Boulevard making it safe and inviting for pedestrian and bicyclist transportation as well as automobiles, and strengthen the business district by creating a distinct identity to attract customers. A Streetscape Master Plan was approved by the Council in 2011. Construction plans are complete for the full 1.2 miles between Elm Avenue and Central Avenue.

The project will be implemented in several phases as funding becomes available. The first pilot project, between El Monte and Grand was completed in early 2012. Streetscape enhancements will be included in the new bridge over the railroad to be constructed with the ACE San Gabriel Trench Project through a funding agreement between the Redevelopment Agency (RDA) and ACE. The \$455,000 obligation will be made by the RDA Successor Agency when the trench project is constructed. An additional \$400,000 in improvements will be constructed in 2013-14 using CDBG funds.

On May 6, 2014, City Council approved reallocation of CDBG funds from this project to a new CIP project to complete street repairs and sidewalk curb ramps in CDBG areas.

Unfunded amount is estimate to complete improvements along corridor within former RDA boundaries.

Account #: 122-800-53-97-725 and 122-800-54-97-725

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u>   | <u>TOTAL</u>     |
|-----------------|--------------------|----------------|----------------|----------------|----------------|------------------|------------------|
| Planning Design | 810,088            |                |                |                |                | 750,000          | 1,560,088        |
| Construction    | 1,630,690          |                |                |                |                | 5,000,000        | 6,630,690        |
| (Other)         |                    |                |                |                |                |                  |                  |
| <b>TOTAL</b>    | <b>2,440,778</b>   |                |                |                |                | <b>5,750,000</b> | <b>8,190,778</b> |

### RECOMMENDED FUNDING SOURCES

|                         |                  |                  |  |  |  |                  |                  |
|-------------------------|------------------|------------------|--|--|--|------------------|------------------|
| 53 CDBG                 | 1,775,048        |                  |  |  |  |                  | 1,775,048        |
| 48 Redevelopment Agency | 860,693          | (754,186)        |  |  |  |                  | 106,507          |
|                         |                  |                  |  |  |  |                  |                  |
|                         |                  |                  |  |  |  |                  |                  |
| RDA Successor Agency    | 419,243          | (419,243)        |  |  |  |                  |                  |
| CDBG-R                  | 139,980          |                  |  |  |  |                  | 139,980          |
| (Other #1)              |                  |                  |  |  |  |                  |                  |
| Unfunded                |                  | 419,243          |  |  |  | 5,750,000        | 6,169,243        |
| (Other #2)              |                  |                  |  |  |  |                  |                  |
| <b>otal</b>             | <b>3,194,964</b> | <b>(754,186)</b> |  |  |  | <b>5,750,000</b> | <b>8,190,778</b> |

### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ 25,000 Operating: \$ 25,000 Total: \$ 50,000

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Mission District Light Improvement PROJECT #: 1-11-61  
 DEPT. PW - Field Operations PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP:                  |   | QUICK REFERENCE INFORMATION |  |  |  |
|---|---|-----------------------------|--|--|--|
| <b>Status</b>                                 | <b>Timetable</b>                            | Project Start Date          | Associated Projects  |  |  |
| New Project <input type="checkbox"/>          | No Change <input type="checkbox"/>          | <u>TBD</u>                  | <table border="1" style="width: 100%; height: 20px;"><tr><td> </td><td> </td></tr></table> |  |  |
|   |   |                             |  |  |  |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>           | Est. Completion Date        | <table border="1" style="width: 100%; height: 20px;"><tr><td> </td><td> </td></tr></table> |  |  |
|   |   |                             |  |  |  |
| Funding Change <input type="checkbox"/>       | Delayed <input checked="" type="checkbox"/> | <u>TBD</u>                  | <table border="1" style="width: 100%; height: 20px;"><tr><td> </td><td> </td></tr></table> |  |  |
|   |   |                             |  |  |  |

### DESCRIPTION

The project will replace all the 150 watt and 200 watt High Pressure Sodium (HPS) light bulbs throughout the Mission District with new energy efficient lights. The project will also replace the old lamp fixtures with new polycarbonate fade resistant fixtures consistent with the Mission District Specific Plan design guidelines. The project will save the City on maintenance cost associated with the replacement of the HPS lights and reduce energy consumption.

This project is delayed due to lack of funding.

No accounting has been assigned to this project.

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design | _____              | _____          | _____          | _____          | _____          | _____          | _____          |
| Construction    | _____              | _____          | _____          | _____          | _____          | 100,000        | 100,000        |
| (Other)         | _____              | _____          | _____          | _____          | _____          | _____          | _____          |
| <b>TOTAL</b>    | _____              | _____          | _____          | _____          | _____          | <b>100,000</b> | <b>100,000</b> |

### RECOMMENDED FUNDING SOURCES

|                          |       |       |       |       |       |                |                |
|--------------------------|-------|-------|-------|-------|-------|----------------|----------------|
| <input type="checkbox"/> | _____ | _____ | _____ | _____ | _____ | _____          | _____          |
| <input type="checkbox"/> | _____ | _____ | _____ | _____ | _____ | _____          | _____          |
| <input type="checkbox"/> | _____ | _____ | _____ | _____ | _____ | _____          | _____          |
| <input type="checkbox"/> | _____ | _____ | _____ | _____ | _____ | _____          | _____          |
| <input type="checkbox"/> | _____ | _____ | _____ | _____ | _____ | _____          | _____          |
| UNFUNDED                 | _____ | _____ | _____ | _____ | _____ | 100,000        | 100,000        |
| 46 Street Light Fund     | _____ | _____ | _____ | _____ | _____ | _____          | _____          |
| (Other #1)               | _____ | _____ | _____ | _____ | _____ | _____          | _____          |
| (Other #2)               | _____ | _____ | _____ | _____ | _____ | _____          | _____          |
| <b>total</b>             | _____ | _____ | _____ | _____ | _____ | <b>100,000</b> | <b>100,000</b> |

### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ Operating: \$ \_\_\_\_\_ Total: \$ \_\_\_\_\_ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Annual Street Sign Replacement PROJECT #: 1-11-62  
 DEPT. PW - Field Operations PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP:                  |   | QUICK REFERENCE INFORMATION |  |  |  |
|---|---|-----------------------------|--|--|--|
| <b>Status</b>                                 | <b>Timetable</b>                              | Project Start Date          | Associated Projects  |  |  |
| New Project <input type="checkbox"/>          | No Change <input checked="" type="checkbox"/> | <u>2012-13</u>              | <table border="1" style="width: 100%; height: 20px;"><tr><td> </td><td> </td></tr></table> |  |  |
|   |   |                             |  |  |  |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>             | Est. Completion Date        | <table border="1" style="width: 100%; height: 20px;"><tr><td> </td><td> </td></tr></table> |  |  |
|   |   |                             |  |  |  |
| Funding Change <input type="checkbox"/>       | Delayed <input type="checkbox"/>              | <u>Ongoing</u>              | <table border="1" style="width: 100%; height: 20px;"><tr><td> </td><td> </td></tr></table> |  |  |
|   |   |                             |  |  |  |

### DESCRIPTION

This ongoing annual project will routinely inspect and replace non-compliant signs. The Federal Highway Administration (FHWA) has mandated a minimum level of reflectivity for road signs to increase sign visibility. FHWA standards require state and local agencies to assess their road signs and develop a replacement plan for non-compliant signs. The project will initially replace all the stop signs and all the low reflectivity signs throughout the City.

Project was previously titled "Street Signs and Legends."

Needed improvements will be delayed due to lack of funding.

Account #: 122-800-41-97-747

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design |                    |                |                |                |                |                |                |
| Construction    | 5,000              | 50,000         | 20,000         | 20,000         | 20,000         | 20,000         | 135,000        |
| (Other)         |                    |                |                |                |                |                |                |
| <b>TOTAL</b>    | <b>5,000</b>       | <b>50,000</b>  | <b>20,000</b>  | <b>20,000</b>  | <b>20,000</b>  | <b>20,000</b>  | <b>135,000</b> |

### RECOMMENDED FUNDING SOURCES

|              |              |               |               |               |               |               |                |
|--------------|--------------|---------------|---------------|---------------|---------------|---------------|----------------|
| 41 Gas Tax   | 5,000        | 5,000         | 20,000        |               |               |               | 30,000         |
|              |              |               |               |               |               |               |                |
|              |              |               |               |               |               |               |                |
|              |              |               |               |               |               |               |                |
|              |              |               |               |               |               |               |                |
| UNFUNDED     |              | 45,000        |               | 20,000        | 20,000        | 20,000        | 105,000        |
| (Other #1)   |              |               |               |               |               |               |                |
| (Other #2)   |              |               |               |               |               |               |                |
| <b>Total</b> | <b>5,000</b> | <b>50,000</b> | <b>20,000</b> | <b>20,000</b> | <b>20,000</b> | <b>20,000</b> | <b>135,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ 10,000 Operating: \$ 10,000 Total: \$ 20,000

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: ACE Trench - Haul Route Restoration PROJECT #: 1-11-63

DEPT. PW - Engineering PREPARED BY: Daren Grilley

#### CHANGES FROM PRIOR YEAR CIP:

|                |                                     |                  |                                     |
|----------------|-------------------------------------|------------------|-------------------------------------|
| <b>Status</b>  |                                     | <b>Timetable</b> |                                     |
| New Project    | <input type="checkbox"/>            | No Change        | <input checked="" type="checkbox"/> |
| No Change      | <input checked="" type="checkbox"/> | Advanced         | <input type="checkbox"/>            |
| Funding Change | <input type="checkbox"/>            | Delayed          | <input type="checkbox"/>            |

#### QUICK REFERENCE INFORMATION

|                      |                     |                |
|----------------------|---------------------|----------------|
| Project Start Date   | Associated Projects |                |
| <u>2015-16</u>       | <u>1-08-19</u>      | <u>1-08-28</u> |
| Est. Completion Date | <u>1-08-20</u>      |                |
| <u>2016-17</u>       | <u>1-08-25</u>      |                |

#### DESCRIPTION

This project will rehabilitate approximately 3.3 miles of streets that are designated as haul routes for construction of the ACE San Gabriel Trench project. Due to existing deficiencies, the ACE Construction Authority will pay only its fair share of the rehabilitation; the remaining cost will be the City's responsibility. The work will be performed by the contractor selected by the ACE project. The payback period must begin in 2012 and be paid in full by April 1, 2014. The total City share of the cost is estimated at \$2.5M. A portion of these streets are within the Redevelopment Project Area and will be paid for with RDA funds (secured with contract executed prior to February 2012 state-ordered dissolution of RDA). The Successor Agency share is \$264,612, leaving \$2,241,402 to be funded with other local revenues.

ACE City betterment agreement also includes architectural design treatments for the new San Gabriel Boulevard bridge crossing the railroad trench. See CIP 1-09-58.

\$230,000 in Measure R funds moved from CIP No. 1-08-15 Del Mar Ave Rehabilitation-Wells to Mission.

Account #: 122-800-15-97-543, 122-800-41-97-543, 122-800-55-97-543, 122-800-58-97-543, 122-810-58-97-543, 122-946-48-97-543

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u>   | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>     |
|-----------------|--------------------|------------------|----------------|----------------|----------------|----------------|------------------|
| Planning Design |                    |                  |                |                |                |                |                  |
| Construction    | 400,000            | 2,106,014        |                |                |                |                | 2,506,014        |
| (Other)         |                    |                  |                |                |                |                |                  |
| <b>TOTAL</b>    | <b>400,000</b>     | <b>2,106,014</b> |                |                |                |                | <b>2,506,014</b> |

### RECOMMENDED FUNDING SOURCES

|                         |                |                  |  |  |  |  |                  |
|-------------------------|----------------|------------------|--|--|--|--|------------------|
| 48 Redevelopment Agency | 264,612        |                  |  |  |  |  | 264,612          |
| 58 Measure "R"          | 200,000        | 50,158           |  |  |  |  | 250,158          |
| 41 Gas Tax              |                | 375,000          |  |  |  |  | 375,000          |
| 55 Waste Management     |                | 1,087,904        |  |  |  |  | 1,087,904        |
| 15 General Fund         |                | 528,340          |  |  |  |  | 528,340          |
| UNFUNDED                |                |                  |  |  |  |  |                  |
| (Other #1)              |                |                  |  |  |  |  |                  |
| (Other #2)              |                |                  |  |  |  |  |                  |
| <b>total</b>            | <b>464,612</b> | <b>2,041,402</b> |  |  |  |  | <b>2,506,014</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Citywide Series Street Light Retrofit PROJECT #: 1-12-64  
 DEPT. PW - Engineering PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP:                       |   | QUICK REFERENCE INFORMATION |                     |
|--|---|-----------------------------|---------------------|
| <b>Status</b>                                      | <b>Timetable</b>                            | Project Start Date          | Associated Projects |
| New Project <input type="checkbox"/>               | No Change <input type="checkbox"/>          | <u>TBD</u>                  |                     |
| No Change <input type="checkbox"/>                 | Advanced <input type="checkbox"/>           | Est. Completion Date        |                     |
| Funding Change <input checked="" type="checkbox"/> | Delayed <input checked="" type="checkbox"/> | <u>TBD</u>                  |                     |

### DESCRIPTION

This project will replace the existing series, high voltage street lighting systems in various locations citywide with modern, multiple circuit lighting systems. The existing systems are prone to outages, difficult to maintain, and replacement components are no longer manufactured. Work includes installation of new conduit, wires, luminaires and energy-efficient lamps.

Full retrofit of the approximately 310 lights will cost an estimated \$3.3 million dollars. Project estimate updated based on 2014 bids in City of San Marino.

In order to keep the system operational until funding for full retrofit of underground system is secured, temporary adapters are required to allow use of standard luminaires in the existing systems. Anticipate 60 temporary units needed each year at \$350 each.

This project is delayed due to lack of funding.

Account #: 122-800-41-97-748

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u>   | <u>TOTAL</u>     |
|-----------------|--------------------|----------------|----------------|----------------|----------------|------------------|------------------|
| Planning Design |                    |                |                |                |                | 300,000          | 300,000          |
| Construction    | 8,000              | 8,000          | 21,000         | 21,000         | 21,000         | 3,000,000        | 3,079,000        |
| (Other)         |                    |                |                |                |                |                  |                  |
| <b>TOTAL</b>    | <b>8,000</b>       | <b>8,000</b>   | <b>21,000</b>  | <b>21,000</b>  | <b>21,000</b>  | <b>3,300,000</b> | <b>3,379,000</b> |

### RECOMMENDED FUNDING SOURCES

|                      |              |              |               |               |               |                  |                  |
|----------------------|--------------|--------------|---------------|---------------|---------------|------------------|------------------|
| 41 Gas Tax           | 8,000        |              |               |               |               |                  | 8,000            |
| 46 Street Light Fund |              |              | 21,000        | 21,000        | 21,000        |                  | 63,000           |
|                      |              |              |               |               |               |                  |                  |
|                      |              |              |               |               |               |                  |                  |
| <b>UNFUNDED</b>      |              | <b>8,000</b> |               |               |               | <b>3,300,000</b> | <b>3,308,000</b> |
| (Other #1)           |              |              |               |               |               |                  |                  |
| (Other #2)           |              |              |               |               |               |                  |                  |
| <b>Total</b>         | <b>8,000</b> | <b>8,000</b> | <b>21,000</b> | <b>21,000</b> | <b>21,000</b> | <b>3,300,000</b> | <b>3,379,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$            - Operating: \$            - Total: \$            -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

**PROJECT TITLE:** Roosevelt Elementary Safe Routes to School **PROJECT #:** 1-12-65

**DEPT.:** PW - Engineering **PREPARED BY:** Angela Cheng

| CHANGES FROM PRIOR YEAR CIP:                  |   | QUICK REFERENCE INFORMATION |                     |
|---|---|-----------------------------|---------------------|
| <b>Status</b>                                 | <b>Timetable</b>                            | Project Start Date          | Associated Projects |
| New Project <input type="checkbox"/>          | No Change <input type="checkbox"/>          | <u>2013</u>                 |                     |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>           | Est. Completion Date        |                     |
| Funding Change <input type="checkbox"/>       | Delayed <input checked="" type="checkbox"/> | <u>2015-16</u>              |                     |

### DESCRIPTION

This project will construct pedestrian safety improvements along Walnut Grove Avenue between Frandsen Street and Broadway to benefit students of Roosevelt Elementary School. Work includes relocating existing mid-block crosswalk to intersection of Walnut Grove Ave and Frandsen St, construction of missing segments of sidewalk and walkway, and installation of radar speed feedback signs on Walnut Grove Ave.

Funding for this project comes from the 2011 Cycle 3 Federal Safe Routes to School grant program administered by Caltrans. The City prepared and submitted the grant application with significant support from the San Gabriel Unified School District and the Los Angeles County Department of Public Works (LACDPW).

LACDPW is the lead agency for design and construction management. Construction is anticipated in summer 2015.

Account #: 122-810-57-97-757

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design | 95,000             |                |                |                |                |                | 95,000         |
| Construction    | 247,000            |                |                |                |                |                | 247,000        |
| (Other)         |                    |                |                |                |                |                |                |
| <b>TOTAL</b>    | <b>342,000</b>     |                |                |                |                |                | <b>342,000</b> |

### RECOMMENDED FUNDING SOURCES

|                          |                |  |  |  |  |  |                |
|--------------------------|----------------|--|--|--|--|--|----------------|
| <input type="checkbox"/> |                |  |  |  |  |  |                |
| <input type="checkbox"/> |                |  |  |  |  |  |                |
| <input type="checkbox"/> |                |  |  |  |  |  |                |
| <input type="checkbox"/> |                |  |  |  |  |  |                |
| <input type="checkbox"/> |                |  |  |  |  |  |                |
| <b>UNFUNDED</b>          |                |  |  |  |  |  |                |
| 57 SRTS Federal Grant    | 342,000        |  |  |  |  |  | 342,000        |
| (Other #1)               |                |  |  |  |  |  |                |
| (Other #2)               |                |  |  |  |  |  |                |
| <b>total</b>             | <b>342,000</b> |  |  |  |  |  | <b>342,000</b> |

**IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:**

Salaries and Benefits: \$           - Operating: \$           500 Total: \$           500

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Annual Pavement Marking Program PROJECT #: 1-12-66

DEPT. PW - Engineering PREPARED BY: Daren Grilley

#### CHANGES FROM PRIOR YEAR CIP:

|                |                                     |                  |                                     |
|----------------|-------------------------------------|------------------|-------------------------------------|
| <b>Status</b>  |                                     | <b>Timetable</b> |                                     |
| New Project    | <input type="checkbox"/>            | No Change        | <input type="checkbox"/>            |
| No Change      | <input type="checkbox"/>            | Advanced         | <input type="checkbox"/>            |
| Funding Change | <input checked="" type="checkbox"/> | Delayed          | <input checked="" type="checkbox"/> |

#### QUICK REFERENCE INFORMATION

|                      |                     |  |
|----------------------|---------------------|--|
| Project Start Date   | Associated Projects |  |
| 2013                 | 1-11-62             |  |
| Est. Completion Date |                     |  |
| Ongoing              |                     |  |

#### DESCRIPTION

This annual program will maintain striping, crosswalks, and other pavement markings that identify travel lanes and other guidance markings for auto, pedestrian, and bicycle transportation.

The program will ensure that the City's 24 miles of arterial and collector streets throughout the City meet mandated levels of visibility and retroreflectivity. Administration and Engineering Division will manage program and contracts for maintenance. Some portions of work program may be performed by Field Operations Division.

Account #: 122-810-41-96-727

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design |                    | 2,500          | 2,000          | 2,000          | 2,000          | 2,000          | 10,500         |
| Construction    | 45,000             | 50,000         | 48,000         | 48,000         | 48,000         | 48,000         | 287,000        |
| (Other)         |                    |                |                |                |                |                |                |
| <b>TOTAL</b>    | <b>45,000</b>      | <b>52,500</b>  | <b>50,000</b>  | <b>50,000</b>  | <b>50,000</b>  | <b>50,000</b>  | <b>297,500</b> |

### RECOMMENDED FUNDING SOURCES

|              |               |               |               |               |               |               |                |
|--------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------|
| 41 Gas Tax   | 45,000        |               | 50,000        | 50,000        | 50,000        | 50,000        | 245,000        |
|              |               |               |               |               |               |               |                |
|              |               |               |               |               |               |               |                |
|              |               |               |               |               |               |               |                |
|              |               |               |               |               |               |               |                |
| UNFUNDED     |               | 52,500        |               |               |               |               | 52,500         |
| (Other #1)   |               |               |               |               |               |               |                |
| (Other #2)   |               |               |               |               |               |               |                |
| <b>Total</b> | <b>45,000</b> | <b>52,500</b> | <b>50,000</b> | <b>50,000</b> | <b>50,000</b> | <b>50,000</b> | <b>297,500</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ Operating: \$ \_\_\_\_\_ Total: \$ \_\_\_\_\_ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: San Gabriel Blvd Signal Improvements PROJECT #: 1-13-68

DEPT. PW - Engineering PREPARED BY: Daren Grilley

#### CHANGES FROM PRIOR YEAR CIP:

|                |                                     |                  |                                     |
|----------------|-------------------------------------|------------------|-------------------------------------|
| <b>Status</b>  |                                     | <b>Timetable</b> |                                     |
| New Project    | <input type="checkbox"/>            | No Change        | <input type="checkbox"/>            |
| No Change      | <input checked="" type="checkbox"/> | Advanced         | <input type="checkbox"/>            |
| Funding Change | <input type="checkbox"/>            | Delayed          | <input checked="" type="checkbox"/> |

#### QUICK REFERENCE INFORMATION

|                      |                     |  |
|----------------------|---------------------|--|
| Project Start Date   | Associated Projects |  |
| 10/01/13             |                     |  |
| Est. Completion Date |                     |  |
| 2015                 |                     |  |

#### DESCRIPTION

This project will install video detection cameras, push buttons and supporting hardware to improve vehicle and pedestrian detection and operational efficiency at the intersections of San Gabriel Blvd & Las Tunas Drive and San Gabriel Blvd & Broadway.

Funding is through SAFETEA-LU High Priority Projects grant. (HPP #1579)

Account #: 122-800-57-97-760

### EXPENDITURE PLAN

|                             | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design             |                    |                |                |                |                |                |                |
| Construction                | 130,000            |                |                |                |                |                | 130,000        |
| Land Acquisition<br>(Other) |                    |                |                |                |                |                |                |
| <b>TOTAL</b>                | <b>130,000</b>     |                |                |                |                |                | <b>130,000</b> |

### RECOMMENDED FUNDING SOURCES

|                 |                |  |  |  |  |  |                |
|-----------------|----------------|--|--|--|--|--|----------------|
| 57 SAFETEA-LU   | 130,000        |  |  |  |  |  | 130,000        |
|                 |                |  |  |  |  |  |                |
|                 |                |  |  |  |  |  |                |
|                 |                |  |  |  |  |  |                |
|                 |                |  |  |  |  |  |                |
|                 |                |  |  |  |  |  |                |
|                 |                |  |  |  |  |  |                |
| <b>UNFUNDED</b> |                |  |  |  |  |  |                |
| <b>Total</b>    | <b>130,000</b> |  |  |  |  |  | <b>130,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$         -         Operating: \$         -         Total: \$         -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Great Streets Loan Repayment PROJECT #: 1-14-01

DEPT. PW - Engineering PREPARED BY: Daren Grilley

#### CHANGES FROM PRIOR YEAR CIP:

|                |                                     |                  |                                     |
|----------------|-------------------------------------|------------------|-------------------------------------|
| <b>Status</b>  |                                     | <b>Timetable</b> |                                     |
| New Project    | <input type="checkbox"/>            | No Change        | <input type="checkbox"/>            |
| No Change      | <input checked="" type="checkbox"/> | Advanced         | <input type="checkbox"/>            |
| Funding Change | <input type="checkbox"/>            | Delayed          | <input checked="" type="checkbox"/> |

#### QUICK REFERENCE INFORMATION

|                      |                     |  |
|----------------------|---------------------|--|
| Project Start Date   | Associated Projects |  |
| 2015-16              | 1-08-35             |  |
| Est. Completion Date |                     |  |
| 2030-31              |                     |  |

#### DESCRIPTION

Fifteen-year repayment of California Infrastructure Bank loan for \$3.8 million to accelerate delivery of payment projects for years FY 2015-16 through 2017-18. Annual payments continue through 2031.

Project delayed due to State I-Bank approval process.

Account #: 122-800-15-96-700 and 122-800-58-96-700

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>     |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|------------------|
| Planning Design |                    |                |                |                |                |                |                  |
| Construction    |                    |                |                |                |                |                |                  |
| Debt Service    |                    | 465,000        | 375,000        | 375,000        | 375,000        | 375,000        | 1,965,000        |
| (Other)         |                    |                |                |                |                |                |                  |
| <b>TOTAL</b>    |                    | <b>465,000</b> | <b>375,000</b> | <b>375,000</b> | <b>375,000</b> | <b>375,000</b> | <b>1,965,000</b> |

### RECOMMENDED FUNDING SOURCES

|                 |                |                |                |                |                |                  |
|-----------------|----------------|----------------|----------------|----------------|----------------|------------------|
| 58 Measure "R"  | 375,000        | 375,000        | 375,000        | 375,000        | 375,000        | 1,875,000        |
| 15 General Fund | 90,000         |                |                |                |                | 90,000           |
|                 |                |                |                |                |                |                  |
|                 |                |                |                |                |                |                  |
|                 |                |                |                |                |                |                  |
|                 |                |                |                |                |                |                  |
| <b>UNFUNDED</b> |                |                |                |                |                |                  |
| <b>total</b>    | <b>465,000</b> | <b>375,000</b> | <b>375,000</b> | <b>375,000</b> | <b>375,000</b> | <b>1,965,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ - Operating: \$ - Total: \$ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Street Repair and Curb Ramp Project-CDBG Areas PROJECT #: 1-14-02

DEPT. PW - Engineering PREPARED BY: Algis Marciuska

| CHANGES FROM PRIOR YEAR CIP:                    |   | QUICK REFERENCE INFORMATION |  |  |  |
|---|---|-----------------------------|--|--|--|
| <b>Status</b>                                   | <b>Timetable</b>                            | Project Start Date          | Associated Projects  |  |  |
| New Project <input checked="" type="checkbox"/> | No Change <input type="checkbox"/>          | <u>2014-15</u>              | <table border="1" style="width: 100%; height: 20px;"><tr><td> </td><td> </td></tr></table> |  |  |
|   |   |                             |  |  |  |
| No Change <input type="checkbox"/>              | Advanced <input type="checkbox"/>           | Est. Completion Date        | <table border="1" style="width: 100%; height: 20px;"><tr><td> </td><td> </td></tr></table> |  |  |
|   |   |                             |  |  |  |
| Funding Change <input type="checkbox"/>         | Delayed <input checked="" type="checkbox"/> | <u>2015-16</u>              | <table border="1" style="width: 100%; height: 20px;"><tr><td> </td><td> </td></tr></table> |  |  |
|   |   |                             |  |  |  |

### DESCRIPTION

This project will repair damaged streets throughout the CDBG eligible areas. Concurrently, adjacent curbs will be improved to make them ADA accessible. The source of funding for this program is federal Community Development Block Grant program administered by LA County Community Development Commission.

Account #: 122-800-41-97-732 and 122-800-53-97-732

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design |                    |                | 65,000         |                |                |                | 65,000         |
| Construction    |                    | 403,008        | 249,500        |                |                |                | 652,508        |
| (Other)         |                    |                |                |                |                |                |                |
| <b>TOTAL</b>    |                    | <b>403,008</b> | <b>314,500</b> |                |                |                | <b>717,508</b> |

### RECOMMENDED FUNDING SOURCES

|              |  |                |                |  |  |  |                |
|--------------|--|----------------|----------------|--|--|--|----------------|
| 53 CDBG      |  | 311,008        | 314,500        |  |  |  | 625,508        |
| 41 Gas Tax   |  | 92,000         |                |  |  |  | 92,000         |
|              |  |                |                |  |  |  |                |
|              |  |                |                |  |  |  |                |
|              |  |                |                |  |  |  |                |
|              |  |                |                |  |  |  |                |
|              |  |                |                |  |  |  |                |
| UNFUNDED     |  |                |                |  |  |  |                |
| <b>total</b> |  | <b>403,008</b> | <b>314,500</b> |  |  |  | <b>717,508</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Curb Construction - Various Locations Citywide PROJECT #: 1-15-01  
 DEPT. PW - Engineering PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP:                    |                                    | QUICK REFERENCE INFORMATION   |   |  |
|---|------------------------------------|---|---|--|
| <b>Status</b>                                   | <b>Timetable</b>                   | Project Start Date  | Associated Projects   |  |
| New Project <input checked="" type="checkbox"/> | No Change <input type="checkbox"/> | <span style="border: 1px solid black; padding: 2px;">2018-19</span> | <span style="border: 1px solid black; padding: 2px;">1-08-35</span> | <span style="border: 1px solid black; padding: 2px;"></span> |
| No Change <input type="checkbox"/>              | Advanced <input type="checkbox"/>  | Est. Completion Date  | <span style="border: 1px solid black; padding: 2px;"></span>        | <span style="border: 1px solid black; padding: 2px;"></span> |
| Funding Change <input type="checkbox"/>         | Delayed <input type="checkbox"/>   | TBD   | <span style="border: 1px solid black; padding: 2px;"></span>        | <span style="border: 1px solid black; padding: 2px;"></span> |

### DESCRIPTION

This project would install concrete curbs and gutters and associated drainage, driveway, and landscape improvements along streets which currently have unimproved edges. There are approximately two miles of street edge currently without curbs. Costs are estimated at an average of \$175 per linear foot (2015) and will vary by location depending on topography, drainage and roadway conditions. Minimum project size is expected to be 500 feet. Projects may be coordinated with pavement resurfacing projects through the Great Streets Program.

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>  |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|---------------|
| Planning Design |                    |                |                |                |                | 15,000         | 15,000        |
| Construction    |                    |                |                |                |                | 72,500         | 72,500        |
| (Other)         |                    |                |                |                |                |                |               |
| <b>TOTAL</b>    |                    |                |                |                |                | <b>87,500</b>  | <b>87,500</b> |

### RECOMMENDED FUNDING SOURCES

|   |  |  |  |  |  |               |               |
|---|--|--|--|--|--|---------------|---------------|
| <span style="border: 1px solid black; padding: 2px;">▼</span> |  |  |  |  |  |               |               |
| <span style="border: 1px solid black; padding: 2px;">▼</span> |  |  |  |  |  |               |               |
| <span style="border: 1px solid black; padding: 2px;">▼</span> |  |  |  |  |  |               |               |
| <span style="border: 1px solid black; padding: 2px;">▼</span> |  |  |  |  |  |               |               |
| <span style="border: 1px solid black; padding: 2px;">▼</span> |  |  |  |  |  |               |               |
| UNFUNDED  |  |  |  |  |  | 87,500        | 87,500        |
| (Other #1)  |  |  |  |  |  |               |               |
| (Other #2)  |  |  |  |  |  |               |               |
| <b>Total</b>  |  |  |  |  |  | <b>87,500</b> | <b>87,500</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Annual Traffic Signal Upgrade Program PROJECT #: 2-08-01  
 DEPT. PW - Field Operations PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP:                       |   | QUICK REFERENCE INFORMATION |                     |
|--|---|-----------------------------|---------------------|
| <b>Status</b>                                      | <b>Timetable</b>                              | Project Start Date          | Associated Projects |
| New Project <input type="checkbox"/>               | No Change <input checked="" type="checkbox"/> | <u>Ongoing</u>              |                     |
| No Change <input type="checkbox"/>                 | Advanced <input type="checkbox"/>             | Est. Completion Date        |                     |
| Funding Change <input checked="" type="checkbox"/> | Delayed <input type="checkbox"/>              | <u>Ongoing</u>              |                     |

### DESCRIPTION

This annual, ongoing program will relieve traffic congestion and improve safety at the City's 36 signalized intersections. The City's existing traffic signal controller equipment inventory is aging with much of it in need of various forms of upgrades or replacement in order to maintain efficient operation of the signal system.

Potential upgrades include poles, mast arms, controllers, cabinets, pedestrian push buttons, and video vehicle detection cameras, as well as backup power supplies for major intersections. This program will also establish annual replacement schedules for LED signal heads which have an expected life span of 10 years and replacing damaged vehicle detection loops.

Previously titled "Traffic Video Detection Cameras"

Needed improvements will be delayed due to lack of funding.

Account #: 122-800-40-99-762 and 122-800-15-99-762

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design |                    |                |                |                |                |                |                |
| Construction    | 63,000             | 25,000         | 50,000         | 50,000         | 50,000         | 50,000         | 288,000        |
| (Other)         |                    |                |                |                |                |                |                |
| <b>TOTAL</b>    | <b>63,000</b>      | <b>25,000</b>  | <b>50,000</b>  | <b>50,000</b>  | <b>50,000</b>  | <b>50,000</b>  | <b>288,000</b> |

### RECOMMENDED FUNDING SOURCES

|                         |               |               |               |               |               |               |                |
|-------------------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------|
| 40 Development Impact ▼ | 18,000        |               |               |               |               |               | 18,000         |
| 15 General Fund ▼       | 20,000        | 25,000        |               |               |               |               | 45,000         |
| ▼                       |               |               |               |               |               |               |                |
| ▼                       |               |               |               |               |               |               |                |
| ▼                       |               |               |               |               |               |               |                |
| <b>UNFUNDED</b>         |               | 25,000        | 50,000        | 50,000        | 50,000        | 50,000        | 225,000        |
| (Other #1)              |               |               |               |               |               |               |                |
| (Other #2)              |               |               |               |               |               |               |                |
| <b>Total</b>            | <b>38,000</b> | <b>50,000</b> | <b>50,000</b> | <b>50,000</b> | <b>50,000</b> | <b>50,000</b> | <b>288,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ - Operating: \$ \_\_\_\_\_ - Total: \$ \_\_\_\_\_ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: San Gabriel Boulevard at Live Oak Traffic Signal PROJECT #: 2-10-03

DEPT. PW - Engineering PREPARED BY: Daren Grilley

#### CHANGES FROM PRIOR YEAR CIP:

|                |                                     |                  |                                     |
|----------------|-------------------------------------|------------------|-------------------------------------|
| <b>Status</b>  |                                     | <b>Timetable</b> |                                     |
| New Project    | <input type="checkbox"/>            | No Change        | <input type="checkbox"/>            |
| No Change      | <input checked="" type="checkbox"/> | Advanced         | <input type="checkbox"/>            |
| Funding Change | <input type="checkbox"/>            | Delayed          | <input checked="" type="checkbox"/> |

#### QUICK REFERENCE INFORMATION

|                      |                     |  |
|----------------------|---------------------|--|
| Project Start Date   | Associated Projects |  |
| TBD                  |                     |  |
| Est. Completion Date |                     |  |
| TBD                  |                     |  |

#### DESCRIPTION

This project will construct a new traffic signal at the intersection of San Gabriel Boulevard and Live Oak Street.

No accounting has been assigned to this project.

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design |                    |                |                |                |                | 57,500         | 57,500         |
| Construction    |                    |                |                |                |                | 300,000        | 300,000        |
| (Other)         |                    |                |                |                |                |                |                |
| <b>TOTAL</b>    |                    |                |                |                |                | <b>357,500</b> | <b>357,500</b> |

### RECOMMENDED FUNDING SOURCES

|              |  |  |  |  |  |                |                |
|--------------|--|--|--|--|--|----------------|----------------|
| ▼            |  |  |  |  |  |                |                |
| ▼            |  |  |  |  |  |                |                |
| ▼            |  |  |  |  |  |                |                |
| ▼            |  |  |  |  |  |                |                |
| ▼            |  |  |  |  |  |                |                |
| UNFUNDED     |  |  |  |  |  | 357,500        | 357,500        |
| (Other #1)   |  |  |  |  |  |                |                |
| (Other #2)   |  |  |  |  |  |                |                |
| <b>total</b> |  |  |  |  |  | <b>357,500</b> | <b>357,500</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$           - Operating: \$       1,000 Total: \$       1,000

**CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM**

**INDIVIDUAL PROJECT DATA**

PROJECT TITLE: Las Tunas Drive at Walnut Grove Traffic Signal PROJECT #: 2-10-05  
 DEPT. PW - Engineering PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP: |                                     |                  |                                     | QUICK REFERENCE INFORMATION |  |                            |  |
|------------------------------|-------------------------------------|------------------|-------------------------------------|-----------------------------|--|----------------------------|--|
| <b>Status</b>                |                                     | <b>Timetable</b> |                                     | <b>Project Start Date</b>   |  | <b>Associated Projects</b> |  |
| New Project                  | <input type="checkbox"/>            | No Change        | <input type="checkbox"/>            | <u>TBD</u>                  |  |                            |  |
| No Change                    | <input checked="" type="checkbox"/> | Advanced         | <input type="checkbox"/>            | Est. Completion Date        |  |                            |  |
| Funding Change               | <input type="checkbox"/>            | Delayed          | <input checked="" type="checkbox"/> | <u>TBD</u>                  |  |                            |  |

**DESCRIPTION**

This project will install a new traffic signal at the intersection of Las Tunas Drive and Walnut Grove Avenue.  
 This project is delayed due to lack of funds following the February 2012 state-ordered dissolution of redevelopment agencies.

Account #: 122-800-54-97-766

Prior Year Funding:  
 2010-11 = \$7,500

**EXPENDITURE PLAN**

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design |                    |                |                |                |                | 57,500         | 57,500         |
| Construction    |                    |                |                |                |                | 300,000        | 300,000        |
| (Other)         |                    |                |                |                |                |                |                |
| <b>TOTAL</b>    |                    |                |                |                |                | <b>357,500</b> | <b>357,500</b> |

**RECOMMENDED FUNDING SOURCES**

|                 |  |  |  |  |  |                |                |
|-----------------|--|--|--|--|--|----------------|----------------|
|                 |  |  |  |  |  |                |                |
|                 |  |  |  |  |  |                |                |
|                 |  |  |  |  |  |                |                |
|                 |  |  |  |  |  |                |                |
|                 |  |  |  |  |  |                |                |
| <b>UNFUNDED</b> |  |  |  |  |  | 357,500        | 357,500        |
| (Other #1)      |  |  |  |  |  |                |                |
| (Other #2)      |  |  |  |  |  |                |                |
| <b>total</b>    |  |  |  |  |  | <b>357,500</b> | <b>357,500</b> |

**IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:**

Salaries and Benefits: \$            - Operating: \$ 1,000 Total: \$ 1,000

# CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

## INDIVIDUAL PROJECT DATA

PROJECT TITLE: Junipero Serra at Broadway Traffic Signal PROJECT #: 2-10-06  
 DEPT. PW - Engineering PREPARED BY: Daren Grilley

### CHANGES FROM PRIOR YEAR CIP:

| Status  | Timetable                                   | Project Start Date   | Associated Projects |
|---|---|----------------------|---------------------|
| New Project <input type="checkbox"/>          | No Change <input type="checkbox"/>          | <u>TBD</u>           |                     |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>           | Est. Completion Date |                     |
| Funding Change <input type="checkbox"/>       | Delayed <input checked="" type="checkbox"/> | <u>TBD</u>           |                     |

### DESCRIPTION

This project will install a new traffic signal at the intersection of Junipero Serra Drive and Broadway.

Project is delayed due to lack of funding.

Account #: 122-800-56-97-767

## EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design |                    |                |                |                |                | 57,500         | 57,500         |
| Construction    |                    |                |                |                |                | 300,000        | 300,000        |
| (Other)         |                    |                |                |                |                |                |                |
| <b>TOTAL</b>    |                    |                |                |                |                | <b>357,500</b> | <b>357,500</b> |

## RECOMMENDED FUNDING SOURCES

|              |  |  |  |  |  |                |                |
|--------------|--|--|--|--|--|----------------|----------------|
| ▼            |  |  |  |  |  |                |                |
| ▼            |  |  |  |  |  |                |                |
| ▼            |  |  |  |  |  |                |                |
| ▼            |  |  |  |  |  |                |                |
| ▼            |  |  |  |  |  |                |                |
| UNFUNDED     |  |  |  |  |  | 357,500        | 357,500        |
| (Other #1)   |  |  |  |  |  |                |                |
| (Other #2)   |  |  |  |  |  |                |                |
| <b>total</b> |  |  |  |  |  | <b>357,500</b> | <b>357,500</b> |

### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$           - Operating: \$       1,000 Total: \$       1,000

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: San Gabriel Blvd. at Commercial Traffic Signal PROJECT #: 2-14-01  
 DEPT. PW - Engineering PREPARED BY: Daren Grilley

#### CHANGES FROM PRIOR YEAR CIP:

| Status  | Timetable                                   | Project Start Date   | Associated Projects |
|---|---|----------------------|---------------------|
| New Project <input checked="" type="checkbox"/> | No Change <input type="checkbox"/>          | <u>2016</u>          |                     |
| No Change <input type="checkbox"/>              | Advanced <input type="checkbox"/>           | Est. Completion Date |                     |
| Funding Change <input type="checkbox"/>         | Delayed <input checked="" type="checkbox"/> | <u>2017</u>          |                     |

#### DESCRIPTION

This project will construct a new traffic signal at the intersection of San Gabriel Boulevard and Commercial.

Traffic signal design and construction was a condition of approval for the mixed-use project at 402/404 South San Gabriel Boulevard. The design is complete. Due to conflicts with construction of the ACE San Gabriel Trench project, construction of the traffic signal is delayed until approximately 2016. The developer has placed a deposit with the City for the estimated construction cost. This deposit is refundable if City cancels the project or does not make findings per Government Code 66001.

Deposit Account: 171-318

#### EXPENDITURE PLAN

|                 | Prior Years | 2014-15 | 2015-16 | 2016-17        | 2017-18 | 2018-19 | TOTAL          |
|-----------------|-------------|---------|---------|----------------|---------|---------|----------------|
| Planning Design |             |         |         |                |         |         |                |
| Construction    |             |         |         | 250,000        |         |         | 250,000        |
| (Other)         |             |         |         |                |         |         |                |
| <b>TOTAL</b>    |             |         |         | <b>250,000</b> |         |         | <b>250,000</b> |

#### RECOMMENDED FUNDING SOURCES

|                           |  |  |  |                |  |  |                |
|---------------------------|--|--|--|----------------|--|--|----------------|
| Developer Contributions ▼ |  |  |  | 250,000        |  |  | 250,000        |
| ▼                         |  |  |  |                |  |  |                |
| ▼                         |  |  |  |                |  |  |                |
| ▼                         |  |  |  |                |  |  |                |
| ▼                         |  |  |  |                |  |  |                |
| UNFUNDED                  |  |  |  |                |  |  |                |
| (Other #1)                |  |  |  |                |  |  |                |
| (Other #2)                |  |  |  |                |  |  |                |
| <b>Total</b>              |  |  |  | <b>250,000</b> |  |  | <b>250,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$ 1,000 Total: \$ 1,000

# CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

## INDIVIDUAL PROJECT DATA

PROJECT TITLE: Storm Water Master Plan PROJECT #: 3-08-01  
 DEPT. PW - Engineering PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP:                  |   |                             |                            | QUICK REFERENCE INFORMATION |  |  |
|---|---|-----------------------------|----------------------------|-----------------------------|--|--|
| <b>Status</b>                                 | <b>Timetable</b>                            | <b>Project Start Date</b>   | <b>Associated Projects</b> |                             |  |  |
| New Project <input type="checkbox"/>          | No Change <input type="checkbox"/>          | <u>2012-13</u>              | <u>4-08-03</u>             |                             |  |  |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>           | <b>Est. Completion Date</b> |                            |                             |  |  |
| Funding Change <input type="checkbox"/>       | Delayed <input checked="" type="checkbox"/> | <u>2015-16</u>              |                            |                             |  |  |

## DESCRIPTION

This project will prepare a citywide storm water master plan as well as perform video camera reviews of some existing drains to assess pipe conditions and locate illegal connections and discharges. This project will identify any areas with drainage deficiencies and the need for upgrades or improvements to the existing storm drain system.

This project will support compliance efforts for NPDES and State storm water regulations, as well as properly document inlet and pipe locations throughout the city. This project will also provide for better coordination in the event of a sanitary sewer overflow and for better coordination with the Los Angeles County Department of Public Works/Los Angeles County Flood Control District regional flood control system.

Project start was delayed until Los Angeles Regional Water Quality Control Board adopted the new Municipal Separate Storm Sewer System (MS4) Permit in December 2012.

Account #: 122-800-55-96-768

For 2012-13, transfer \$100,000 in Waste Management funds to CIP #1-08-35 .

Prior Year Funding:  
2010-11 = \$500,000

## EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design | 400,000            |                |                |                |                |                | 400,000        |
| Construction    |                    |                |                |                |                |                |                |
| (Other)         |                    |                |                |                |                |                |                |
| <b>TOTAL</b>    | <b>400,000</b>     |                |                |                |                |                | <b>400,000</b> |

## RECOMMENDED FUNDING SOURCES

|                       |                |  |  |  |  |  |                |
|-----------------------|----------------|--|--|--|--|--|----------------|
| 55 Waste Management ▼ | 400,000        |  |  |  |  |  | 400,000        |
| ▼                     |                |  |  |  |  |  |                |
| ▼                     |                |  |  |  |  |  |                |
| ▼                     |                |  |  |  |  |  |                |
| ▼                     |                |  |  |  |  |  |                |
| UNFUNDED              |                |  |  |  |  |  |                |
| (Other #1)            |                |  |  |  |  |  |                |
| (Other #2)            |                |  |  |  |  |  |                |
| <b>total</b>          | <b>400,000</b> |  |  |  |  |  | <b>400,000</b> |

### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ - Operating: \$ \_\_\_\_\_ - Total: \$ \_\_\_\_\_ -

# CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

## INDIVIDUAL PROJECT DATA

PROJECT TITLE: Street Sweeping Signs PROJECT #: 3-08-03  
 DEPT. PW - Field Operations PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP:                  |   |  |  | QUICK REFERENCE INFORMATION |                     |                  |
|---|---|--|--|-----------------------------|---------------------|------------------|
| <b>Status</b>                                 | <b>Timetable</b>                            |  |  | Project Start Date          | Associated Projects |                  |
| New Project <input type="checkbox"/>          | No Change <input type="checkbox"/>          |  |  | <u>TBD</u>                  | <u>1-08-10</u>      | <u>\$102,000</u> |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>           |  |  | Est. Completion Date        |                     |                  |
| Funding Change <input type="checkbox"/>       | Delayed <input checked="" type="checkbox"/> |  |  | <u>TBD</u>                  |                     |                  |

### DESCRIPTION

This project will install street sweeping signs at locations where permitted parking is heavy and prevents sweeping of streets. Street sweeping help the City meet the challenge of complying with the Regional Water Quality Board mandated trash total maximum daily load (TMDL) requirement. Signs would indicate no parking on designated days/times.

Project previously listed as CIP No. 1-08-10 under Street Improvements. Moved to Storm Drain Improvements to better reflect the nature of the project. Cost estimate reduced because signs needed only in certain areas. Future funding may come from potential countywide storm water quality fee program.

This project is delayed due to lack of funding.

No accounting has been assigned to this project.

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>  |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|---------------|
| Planning Design |                    |                |                |                |                |                |               |
| Construction    |                    |                |                |                |                | 40,000         | 40,000        |
| (Other)         |                    |                |                |                |                |                |               |
| <b>TOTAL</b>    |                    |                |                |                |                | <b>40,000</b>  | <b>40,000</b> |

### RECOMMENDED FUNDING SOURCES

|              |  |  |  |  |  |               |               |
|--------------|--|--|--|--|--|---------------|---------------|
| ▼            |  |  |  |  |  |               |               |
| ▼            |  |  |  |  |  |               |               |
| ▼            |  |  |  |  |  |               |               |
| ▼            |  |  |  |  |  |               |               |
| ▼            |  |  |  |  |  |               |               |
| UNFUNDED     |  |  |  |  |  | 40,000        | 40,000        |
| (Other #1)   |  |  |  |  |  |               |               |
| (Other #2)   |  |  |  |  |  |               |               |
| <b>total</b> |  |  |  |  |  | <b>40,000</b> | <b>40,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ - Operating: \$ \_\_\_\_\_ - Total: \$ \_\_\_\_\_ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Storm Drain Catch Basin Screens PROJECT #: 3-09-02  
 DEPT. PW - Field Operations PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP:                  |   | QUICK REFERENCE INFORMATION |                     |
|---|---|-----------------------------|---------------------|
| <b>Status</b>                                 | <b>Timetable</b>                            | Project Start Date          | Associated Projects |
| New Project <input type="checkbox"/>          | No Change <input type="checkbox"/>          | <u>2010-11</u>              |                     |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>           | Est. Completion Date        |                     |
| Funding Change <input type="checkbox"/>       | Delayed <input checked="" type="checkbox"/> | <u>2016</u>                 |                     |

### DESCRIPTION

This project will install trash full capture devices (catch basin inserts & pipe screens) as mandated by the Los Angeles River Trash Total Maximum Daily Load (TMDL) requirements adopted in 2007 and included in the City's municipal storm water permit. The objective of this water quality regulation is to eliminate all trash from the municipal storm system by the year 2016. The TMDL allows for phased compliance beginning in 2008. The City owns approximately 80 catch basins. 80% of these must have a full capture device installed by the end of 2013. 100% must have devices by the end of 2016.

In addition, the LA County Flood Control District owns over 400 basins within the city limits. At this time, the District has taken a position that it is not their responsibility to prevent trash from entering their storm system and it would be up to the cities to install screens within their individual jurisdictions. If this position is maintained, the added capital cost to San Gabriel could be in excess of \$800,000.

These inserts will require a significant ongoing commitment to maintenance, both in removal of accumulated trash to prevent flooding and trash overflow, and also to repair and replace the inserts as they become worn or damaged.

Account #: 122-800-55-97-771

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design |                    |                |                |                |                | 200,000        | 200,000        |
| Construction    | 135,000            |                |                |                |                | 600,000        | 735,000        |
| (Other)         |                    |                |                |                |                |                |                |
| <b>TOTAL</b>    | <b>135,000</b>     |                |                |                |                | <b>800,000</b> | <b>935,000</b> |

### RECOMMENDED FUNDING SOURCES

|                       |                |  |  |  |  |                |                |
|-----------------------|----------------|--|--|--|--|----------------|----------------|
| 55 Waste Management ▼ | 135,000        |  |  |  |  |                | 135,000        |
| ▼                     |                |  |  |  |  |                |                |
| ▼                     |                |  |  |  |  |                |                |
| ▼                     |                |  |  |  |  |                |                |
| ▼                     |                |  |  |  |  |                |                |
| UNFUNDED              |                |  |  |  |  | 800,000        | 800,000        |
| (Other #1)            |                |  |  |  |  |                |                |
| (Other #2)            |                |  |  |  |  |                |                |
| <b>total</b>          | <b>135,000</b> |  |  |  |  | <b>800,000</b> | <b>935,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ 20,000 Operating: \$ 10,000 Total: \$ 30,000

# CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

## INDIVIDUAL PROJECT DATA

PROJECT TITLE: Mission Drive/Carmelita Street Drain PROJECT #: 3-12-04  
 DEPT. PW - Field Operations PREPARED BY: Algis Marciuska

| CHANGES FROM PRIOR YEAR CIP:                  |   | QUICK REFERENCE INFORMATION |  |  |  |
|---|---|-----------------------------|--|--|--|
| <b>Status</b>                                 | <b>Timetable</b>                            | Project Start Date          | Associated Projects  |  |  |
| New Project <input type="checkbox"/>          | No Change <input type="checkbox"/>          | <u>TBD</u>                  | <table border="1" style="width: 100%; height: 20px;"><tr><td> </td><td> </td></tr></table> |  |  |
|   |   |                             |  |  |  |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>           | Est. Completion Date        | <table border="1" style="width: 100%; height: 20px;"><tr><td> </td><td> </td></tr></table> |  |  |
|   |   |                             |  |  |  |
| Funding Change <input type="checkbox"/>       | Delayed <input checked="" type="checkbox"/> | <u>TBD</u>                  | <table border="1" style="width: 100%; height: 20px;"><tr><td> </td><td> </td></tr></table> |  |  |
|   |   |                             |  |  |  |

## DESCRIPTION

This project will install new catch basins and storm drain pipe at Mission Drive and Carmelita Street to eliminate local flooding that occurs during heavy rainfalls. This project was identified as a high-priority need during initial storm drain system evaluation performed by Cal Poly civil engineering student senior project in 2011.

This project is delayed due to lack of funding.

## EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design | _____              | _____          | _____          | _____          | _____          | 40,000         | 40,000         |
| Construction    | _____              | _____          | _____          | _____          | _____          | 150,000        | 150,000        |
| (Other)         | _____              | _____          | _____          | _____          | _____          | _____          | _____          |
| <b>TOTAL</b>    | _____              | _____          | _____          | _____          | _____          | <b>190,000</b> | <b>190,000</b> |

## RECOMMENDED FUNDING SOURCES

|  |       |       |       |       |       |                |                |       |
|--|-------|-------|-------|-------|-------|----------------|----------------|-------|
| <table border="1" style="width: 100%; height: 20px;"><tr><td> </td></tr></table> |       | _____ | _____ | _____ | _____ | _____          | _____          | _____ |
|  |       |       |       |       |       |                |                |       |
| <table border="1" style="width: 100%; height: 20px;"><tr><td> </td></tr></table> |       | _____ | _____ | _____ | _____ | _____          | _____          | _____ |
|  |       |       |       |       |       |                |                |       |
| <table border="1" style="width: 100%; height: 20px;"><tr><td> </td></tr></table> |       | _____ | _____ | _____ | _____ | _____          | _____          | _____ |
|  |       |       |       |       |       |                |                |       |
| <table border="1" style="width: 100%; height: 20px;"><tr><td> </td></tr></table> |       | _____ | _____ | _____ | _____ | _____          | _____          | _____ |
|  |       |       |       |       |       |                |                |       |
| <table border="1" style="width: 100%; height: 20px;"><tr><td> </td></tr></table> |       | _____ | _____ | _____ | _____ | _____          | _____          | _____ |
|  |       |       |       |       |       |                |                |       |
| UNFUNDED   | _____ | _____ | _____ | _____ | _____ | 190,000        | 190,000        |       |
| (Other #1)   | _____ | _____ | _____ | _____ | _____ | _____          | _____          |       |
| (Other #2)   | _____ | _____ | _____ | _____ | _____ | _____          | _____          |       |
| <b>Total</b>   | _____ | _____ | _____ | _____ | _____ | <b>190,000</b> | <b>190,000</b> |       |

### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ - Operating: \$ \_\_\_\_\_ - Total: \$ \_\_\_\_\_ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Dewey Ave/Brighton St Sewer Upgrade & Rehabilitation PROJECT #: 4-12-04  
 DEPT. PW - Engineering PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP:                  |   | QUICK REFERENCE INFORMATION |                     |
|---|---|-----------------------------|---------------------|
| <b>Status</b>                                 | <b>Timetable</b>                              | Project Start Date          | Associated Projects |
| New Project <input type="checkbox"/>          | No Change <input checked="" type="checkbox"/> | <u>08/01/14</u>             | <u>4-08-01</u>      |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>             | Est. Completion Date        |                     |
| Funding Change <input type="checkbox"/>       | Delayed <input type="checkbox"/>              | <u>06/30/16</u>             |                     |

### DESCRIPTION

This project will replace 2,245 linear feet of 18-inch sewer pipeline on Dewey Avenue with new 21-inch pipe to improve capacity. This project will also rehabilitate 300 linear feet of damaged 8-inch sewer pipeline on Brighton Street with cured-in-place liner. (Reference Sewer Master Plan Table 5-13)

Account No.: 122-800-40-97-784 and 122-800-38-97-784

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u>   | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>     |
|-----------------|--------------------|----------------|------------------|----------------|----------------|----------------|------------------|
| Planning Design |                    | 112,000        |                  |                |                |                | 112,000          |
| Construction    |                    |                | 1,388,000        |                |                |                | 1,388,000        |
| (Other)         |                    |                |                  |                |                |                |                  |
| <b>TOTAL</b>    |                    | <b>112,000</b> | <b>1,388,000</b> |                |                |                | <b>1,500,000</b> |

### RECOMMENDED FUNDING SOURCES

|                         |         |                |                  |  |  |                  |
|-------------------------|---------|----------------|------------------|--|--|------------------|
| 40 Development Impact ▼ | 112,000 |                |                  |  |  | 112,000          |
| 38 Sewer ▼              |         | 1,388,000      |                  |  |  | 1,388,000        |
|                         |         |                |                  |  |  |                  |
|                         |         |                |                  |  |  |                  |
|                         |         |                |                  |  |  |                  |
| UNFUNDED                |         |                |                  |  |  |                  |
| (Other #1)              |         |                |                  |  |  |                  |
| (Other #2)              |         |                |                  |  |  |                  |
| <b>total</b>            |         | <b>112,000</b> | <b>1,388,000</b> |  |  | <b>1,500,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: San Gabriel Blvd Sewer Upgrade - Dewey to Wells PROJECT #: 4-12-05  
 DEPT. PW - Engineering PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP:                       |   | QUICK REFERENCE INFORMATION |                     |
|--|---|-----------------------------|---------------------|
| <b>Status</b>                                      | <b>Timetable</b>                              | Project Start Date          | Associated Projects |
| New Project <input type="checkbox"/>               | No Change <input checked="" type="checkbox"/> | <u>01/01/15</u>             | <u>4-08-01</u>      |
| No Change <input type="checkbox"/>                 | Advanced <input type="checkbox"/>             | Est. Completion Date        |                     |
| Funding Change <input checked="" type="checkbox"/> | Delayed <input type="checkbox"/>              | <u>06/30/17</u>             |                     |

### DESCRIPTION

This project will install 2,250 linear feet of parallel 12-inch sewer pipeline on San Gabriel Boulevard from Dewey Avenue to Wells Street alongside existing 12-inch pipeline that has exceeded its flow capacity. Design will evaluate alternative of replacing existing pipe with larger diameter pipe. This project is a high priority capacity upgrade (Reference Sewer Master Plan Table 5-8).

Account No.: 122-800-40-97-788 & 122-800-38-97-788

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>     |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|------------------|
| Planning Design |                    | 115,000        |                |                |                |                | 115,000          |
| Construction    |                    |                |                | 885,000        |                |                | 885,000          |
| (Other)         |                    |                |                |                |                |                |                  |
| <b>TOTAL</b>    |                    | <b>115,000</b> |                | <b>885,000</b> |                |                | <b>1,000,000</b> |

### RECOMMENDED FUNDING SOURCES

|                         |  |                |  |                |  |  |                  |
|-------------------------|--|----------------|--|----------------|--|--|------------------|
| 40 Development Impact ▼ |  | 115,000        |  |                |  |  | 115,000          |
| 38 Sewer ▼              |  |                |  | 885,000        |  |  | 885,000          |
| ▼                       |  |                |  |                |  |  |                  |
| ▼                       |  |                |  |                |  |  |                  |
| ▼                       |  |                |  |                |  |  |                  |
| UNFUNDED                |  |                |  |                |  |  |                  |
| (Other #1)              |  |                |  |                |  |  |                  |
| (Other #2)              |  |                |  |                |  |  |                  |
| <b>Total</b>            |  | <b>115,000</b> |  | <b>885,000</b> |  |  | <b>1,000,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ - Operating: \$ \_\_\_\_\_ - Total: \$ \_\_\_\_\_ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

**PROJECT TITLE:** San Gabriel Blvd Sewer Upgrade - Wells to Angeleno      **PROJECT #:** 4-12-06  
**DEPT.:** PW - Engineering      **PREPARED BY:** Daren Grilley

| CHANGES FROM PRIOR YEAR CIP:                       |   |  | QUICK REFERENCE INFORMATION |                     |  |
|--|---|--|-----------------------------|---------------------|--|
| <b>Status</b>                                      | <b>Timetable</b>                              |  | Project Start Date          | Associated Projects |  |
| New Project <input type="checkbox"/>               | No Change <input checked="" type="checkbox"/> |  | <u>01/01/15</u>             | <u>4-08-01</u>      |  |
| No Change <input type="checkbox"/>                 | Advanced <input type="checkbox"/>             |  | Est. Completion Date        |                     |  |
| Funding Change <input checked="" type="checkbox"/> | Delayed <input type="checkbox"/>              |  | <u>06/30/16</u>             |                     |  |

### DESCRIPTION

This project will install 3,461 linear feet of parallel 12-inch sewer pipeline on San Gabriel Boulevard from Wells Street to Angeleno Avenue alongside existing 12-inch pipeline that has exceeded its flow capacity. Design will evaluate alternative of replacing existing pipe with larger diameter pipe. This project is a high priority capacity upgrade (Reference Sewer Master Plan Table 5-8).

Account No.: 122-800-40-97-789 and 122-800-38-97-789

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u>   | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>     |
|-----------------|--------------------|----------------|----------------|------------------|----------------|----------------|------------------|
| Planning Design |                    | 175,000        |                |                  |                |                | 175,000          |
| Construction    |                    |                |                | 1,600,000        |                |                | 1,600,000        |
| (Other)         |                    |                |                |                  |                |                |                  |
| <b>TOTAL</b>    |                    | <b>175,000</b> |                | <b>1,600,000</b> |                |                | <b>1,775,000</b> |

### RECOMMENDED FUNDING SOURCES

|                         |  |                |  |                  |  |  |                  |
|-------------------------|--|----------------|--|------------------|--|--|------------------|
| 40 Development Impact ▼ |  | 175,000        |  |                  |  |  | 175,000          |
| 38 Sewer ▼              |  |                |  | 1,600,000        |  |  | 1,600,000        |
| ▼                       |  |                |  |                  |  |  |                  |
| ▼                       |  |                |  |                  |  |  |                  |
| ▼                       |  |                |  |                  |  |  |                  |
| UNFUNDED                |  |                |  |                  |  |  |                  |
| (Other #1)              |  |                |  |                  |  |  |                  |
| (Other #2)              |  |                |  |                  |  |  |                  |
| <b>Total</b>            |  | <b>175,000</b> |  | <b>1,600,000</b> |  |  | <b>1,775,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Sewer Manhole Rehabilitation Program PROJECT #: 4-12-07  
 DEPT. PW - Engineering PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP:                       |   | QUICK REFERENCE INFORMATION |                     |
|--|---|-----------------------------|---------------------|
| <b>Status</b>                                      | <b>Timetable</b>                            | Project Start Date          | Associated Projects |
| New Project <input type="checkbox"/>               | No Change <input type="checkbox"/>          | <u>2017-18</u>              |                     |
| No Change <input type="checkbox"/>                 | Advanced <input type="checkbox"/>           | Est. Completion Date        |                     |
| Funding Change <input checked="" type="checkbox"/> | Delayed <input checked="" type="checkbox"/> | <u>Ongoing</u>              |                     |

### DESCRIPTION

This ongoing program will inspect and rehabilitate the City's 1,300 sewer manholes to ensure continued operation of the City's sewer system.

Manhole rehab program schedule adjusted in early 2015 in conjunction with negotiations with Regional Board and Attorney General.

Per the draft Consent Judgment, the budget for this program shall be the following: \$40,000 in FY17-18, \$120,000 in FY21-22, \$100,000 in FY22-23, \$200,000 in FY24-25. Manhole rehab program will thereafter continue as an ongoing maintenance program indefinitely.

Account No.: 122-800-38-97-791

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u>  | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>  |
|-----------------|--------------------|----------------|-----------------|----------------|----------------|----------------|---------------|
| Planning Design |                    | 2,500          | (2,500)         |                | 2,500          |                | 2,500         |
| Construction    |                    | 37,500         | (37,500)        |                | 37,500         |                | 37,500        |
| (Other)         |                    |                |                 |                |                |                |               |
| <b>TOTAL</b>    |                    | <b>40,000</b>  | <b>(40,000)</b> |                | <b>40,000</b>  |                | <b>40,000</b> |

### RECOMMENDED FUNDING SOURCES

|              |               |                 |  |               |  |               |
|--------------|---------------|-----------------|--|---------------|--|---------------|
| 38 Sewer ▼   | 40,000        | (40,000)        |  | 40,000        |  | 40,000        |
| ▼            |               |                 |  |               |  |               |
| ▼            |               |                 |  |               |  |               |
| ▼            |               |                 |  |               |  |               |
| ▼            |               |                 |  |               |  |               |
| UNFUNDED     |               |                 |  |               |  |               |
| (Other #1)   |               |                 |  |               |  |               |
| (Other #2)   |               |                 |  |               |  |               |
| <b>total</b> | <b>40,000</b> | <b>(40,000)</b> |  | <b>40,000</b> |  | <b>40,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -

# CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

## INDIVIDUAL PROJECT DATA

PROJECT TITLE: Walnut St/Lafayette Ave Sewer Upgrade & Rehabilitation PROJECT #: 4-12-09  
 DEPT. PW - Engineering PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP: |                                     |                  |                                     | QUICK REFERENCE INFORMATION |                     |  |
|------------------------------|-------------------------------------|------------------|-------------------------------------|-----------------------------|---------------------|--|
| <b>Status</b>                |                                     | <b>Timetable</b> |                                     | Project Start Date          | Associated Projects |  |
| New Project                  | <input type="checkbox"/>            | No Change        | <input checked="" type="checkbox"/> | <u>2017-18</u>              | <u>4-08-01</u>      |  |
| No Change                    | <input checked="" type="checkbox"/> | Advanced         | <input type="checkbox"/>            | Est. Completion Date        |                     |  |
| Funding Change               | <input type="checkbox"/>            | Delayed          | <input type="checkbox"/>            | <u>2018-19</u>              |                     |  |

### DESCRIPTION

This project will replace 1,920 linear feet of 8-inch sewer pipeline on Lafayette Avenue and Walnut Street with new 10-inch pipe to improve capacity. This project will also rehabilitate 1,300 linear feet of damaged 8-inch sewer pipeline on Valley Boulevard between Lafayette Avenue and Walnut Street with cured-in-place liner.

Note: Construction funding shown in FY 2017-18 is actually anticipated for FY 2018-19.

No accounting has been assigned to this project.

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design |                    |                |                |                | 150,000        |                | 150,000        |
| Construction    |                    |                |                |                | 550,000        |                | 550,000        |
| (Other)         |                    |                |                |                |                |                |                |
| <b>TOTAL</b>    |                    |                |                |                | <b>700,000</b> |                | <b>700,000</b> |

### RECOMMENDED FUNDING SOURCES

|              |  |  |  |  |                |  |                |
|--------------|--|--|--|--|----------------|--|----------------|
| 38 Sewer     |  |  |  |  | 700,000        |  | 700,000        |
|              |  |  |  |  |                |  |                |
|              |  |  |  |  |                |  |                |
|              |  |  |  |  |                |  |                |
|              |  |  |  |  |                |  |                |
| UNFUNDED     |  |  |  |  |                |  |                |
| (Other #1)   |  |  |  |  |                |  |                |
| (Other #2)   |  |  |  |  |                |  |                |
| <b>Total</b> |  |  |  |  | <b>700,000</b> |  | <b>700,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ - Operating: \$ \_\_\_\_\_ - Total: \$ \_\_\_\_\_ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Del Mar Ave Sewer Upgrade - Bencamp to Chestnut PROJECT #: 4-14-01

DEPT. PW - Engineering PREPARED BY: Daren Grilley

#### CHANGES FROM PRIOR YEAR CIP:

#### QUICK REFERENCE INFORMATION

**Status**  
 New Project  **Timetable**  
 No Change   
 No Change  Advanced   
 Funding Change  Delayed

Project Start Date 08/01/14 Associated Projects  
 Est. Completion Date 12/31/15

#### DESCRIPTION

This project will upgrade 2,640 linear feet of 12-inch sewer pipe to 15-inch diameter pipe on Del Mar Avenue between Bencamp Avenue and Chestnut Avenue. This project is a high-priority capacity upgrade project (Reference Sewer Master Plan Table 5-13).

Account #: 122-800-40-97-728 and 122-800-38-97-9728

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u>   | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>     |
|-----------------|--------------------|----------------|------------------|----------------|----------------|----------------|------------------|
| Planning Design |                    | 140,000        |                  |                |                |                | 140,000          |
| Construction    |                    |                | 1,200,000        |                |                |                | 1,200,000        |
| (Other)         |                    |                |                  |                |                |                |                  |
| <b>TOTAL</b>    |                    | <b>140,000</b> | <b>1,200,000</b> |                |                |                | <b>1,340,000</b> |

### RECOMMENDED FUNDING SOURCES

|                         |         |                |                  |  |  |                  |
|-------------------------|---------|----------------|------------------|--|--|------------------|
| 40 Development Impact ▼ | 140,000 |                |                  |  |  | 140,000          |
| 38 Sewer ▼              |         | 1,200,000      |                  |  |  | 1,200,000        |
| ▼                       |         |                |                  |  |  |                  |
| ▼                       |         |                |                  |  |  |                  |
| ▼                       |         |                |                  |  |  |                  |
| UNFUNDED                |         |                |                  |  |  |                  |
| (Other #1)              |         |                |                  |  |  |                  |
| (Other #2)              |         |                |                  |  |  |                  |
| <b>Total</b>            |         | <b>140,000</b> | <b>1,200,000</b> |  |  | <b>1,340,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Las Tunas Drive Sewer Rehabilitation PROJECT #: 4-14-02

DEPT. PW - Engineering PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP: |                                     |                  |                                     | QUICK REFERENCE INFORMATION |                     |  |
|------------------------------|-------------------------------------|------------------|-------------------------------------|-----------------------------|---------------------|--|
| <b>Status</b>                |                                     | <b>Timetable</b> |                                     | Project Start Date          | Associated Projects |  |
| New Project                  | <input checked="" type="checkbox"/> | No Change        | <input type="checkbox"/>            | <u>2014-15</u>              | <u>1-09-45</u>      |  |
| No Change                    | <input type="checkbox"/>            | Advanced         | <input type="checkbox"/>            | Est. Completion Date        |                     |  |
| Funding Change               | <input type="checkbox"/>            | Delayed          | <input checked="" type="checkbox"/> | <u>2015-16</u>              |                     |  |

### DESCRIPTION

This project will replace 650 linear feet of 8- and 12-inch sewer pipeline on Las Tunas Drive between Willard Avenue and Vista Street with new 15-inch pipe to correct capacity deficiency. This project will also rehabilitate 5,600 linear feet of damaged 8-inch sewer pipeline on Las Tunas Drive with cured-in-place liner.

Pipe replacement work will be completed prior to rehabilitation of pavement on Las Tunas Drive (CIP No. 1-09-45), currently scheduled for Summer 2014. Cured-in-place liner can be installed without excavation of roadway and will be performed in 2015-16.

Account #: 122-800-38-97-787

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design |                    | 100,000        |                |                |                |                | 100,000        |
| Construction    |                    | 450,000        |                |                |                |                | 450,000        |
| (Other)         |                    |                |                |                |                |                |                |
| <b>TOTAL</b>    |                    | <b>550,000</b> |                |                |                |                | <b>550,000</b> |

### RECOMMENDED FUNDING SOURCES

|              |   |                |  |  |  |  |                |
|--------------|---|----------------|--|--|--|--|----------------|
| 38 Sewer     | ▼ | 550,000        |  |  |  |  | 550,000        |
|              | ▼ |                |  |  |  |  |                |
|              | ▼ |                |  |  |  |  |                |
|              | ▼ |                |  |  |  |  |                |
|              | ▼ |                |  |  |  |  |                |
| UNFUNDED     |   |                |  |  |  |  |                |
| (Other #1)   |   |                |  |  |  |  |                |
| (Other #2)   |   |                |  |  |  |  |                |
| <b>Total</b> |   | <b>550,000</b> |  |  |  |  | <b>550,000</b> |

### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Smith Park Pool Facility PROJECT #: 5-11-07  
 DEPT. PW - Parks & Facilities PREPARED BY: John Gonzalez

| CHANGES FROM PRIOR YEAR CIP:                  |   | QUICK REFERENCE INFORMATION |  |  |  |
|---|---|-----------------------------|--|--|--|
| <b>Status</b>                                 | <b>Timetable</b>                            | Project Start Date          | Associated Projects  |  |  |
| New Project <input type="checkbox"/>          | No Change <input type="checkbox"/>          | <u>TBD</u>                  | <table border="1" style="width: 100%; height: 20px;"><tr><td> </td><td> </td></tr></table> |  |  |
|   |   |                             |  |  |  |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>           | Est. Completion Date        | <table border="1" style="width: 100%; height: 20px;"><tr><td> </td><td> </td></tr></table> |  |  |
|   |   |                             |  |  |  |
| Funding Change <input type="checkbox"/>       | Delayed <input checked="" type="checkbox"/> | <u>TBD</u>                  | <table border="1" style="width: 100%; height: 20px;"><tr><td> </td><td> </td></tr></table> |  |  |
|   |   |                             |  |  |  |

### DESCRIPTION

This project proposes to provide necessary improvements to Smith Park pool and aquatics facility, including: demolition of the existing pool facility and construction of a new building (locker rooms/restrooms to comply with ADA standards, concession/office area, equipment and pump rooms, etc.) and pool improvements such as pool deck concrete replacement, coping and perimeter tile replacement, lane line tile replacement, pool resurfacing and repair of the expansion joint.

An initial phase of the project, to be completed in 2014-15 includes pool resurfacing, repair of the expansion joint, tile repair to take care of immediate needs and installation of honeycomb rubber matting on the pool deck surface to provide a more even surface until the deck concrete replacement can be completed.

The remainder of the project will be completed as funding is available.

Account No.: 122-850-40-97-806

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u>   | <u>TOTAL</u>     |
|-----------------|--------------------|----------------|----------------|----------------|----------------|------------------|------------------|
| Planning Design |                    |                |                |                |                | 350,000          | 350,000          |
| Construction    |                    | 95,000         |                |                |                | 4,105,000        | 4,200,000        |
| (Other)         |                    |                |                |                |                |                  |                  |
| <b>TOTAL</b>    |                    | <b>95,000</b>  |                |                |                | <b>4,455,000</b> | <b>4,550,000</b> |

### RECOMMENDED FUNDING SOURCES

|                         |  |               |  |  |  |                  |                  |
|-------------------------|--|---------------|--|--|--|------------------|------------------|
| 40 Development Impact ▼ |  | 95,000        |  |  |  |                  | 95,000           |
| ▼                       |  |               |  |  |  |                  |                  |
| ▼                       |  |               |  |  |  |                  |                  |
| ▼                       |  |               |  |  |  |                  |                  |
| ▼                       |  |               |  |  |  |                  |                  |
| UNFUNDED                |  |               |  |  |  | 4,455,000        | 4,455,000        |
| (Other #1)              |  |               |  |  |  |                  |                  |
| (Other #2)              |  |               |  |  |  |                  |                  |
| <b>total</b>            |  | <b>95,000</b> |  |  |  | <b>4,455,000</b> | <b>4,550,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$           - Operating: \$           - Total: \$           -

# CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

## INDIVIDUAL PROJECT DATA

PROJECT TITLE: Smith Park Restroom Renovation PROJECT #: 5-11-08  
 DEPT. PW - Parks & Facilities PREPARED BY: John Gonzalez

| CHANGES FROM PRIOR YEAR CIP:                       |   |                                  |                      | QUICK REFERENCE INFORMATION |                      |  |
|--|---|----------------------------------|----------------------|-----------------------------|----------------------|--|
| <b>Status</b>                                      | <b>Timetable</b>                            | Project Start Date               | Associated Projects  |                             |                      |  |
| New Project <input type="checkbox"/>               | No Change <input type="checkbox"/>          | <input type="text" value="TBD"/> | <input type="text"/> | <input type="text"/>        | <input type="text"/> |  |
| No Change <input type="checkbox"/>                 | Advanced <input type="checkbox"/>           | Est. Completion Date             | <input type="text"/> | <input type="text"/>        | <input type="text"/> |  |
| Funding Change <input checked="" type="checkbox"/> | Delayed <input checked="" type="checkbox"/> | <input type="text" value="TBD"/> | <input type="text"/> | <input type="text"/>        | <input type="text"/> |  |

### DESCRIPTION

The Smith Park restroom building was built when the park was developed and has not been updated since, other than a recent roof replacement. There is only one restroom facility to serve the entire park (other than pool restrooms that are available for pool users only). The current building is outdated, undersized and difficult to maintain in an acceptable state of repair. Project cost updated in 2015 based on recent estimate.

This project includes demolition of existing restroom building, site preparations and installation of a pre-fabricated restroom/storage building.

Project is delayed due to lack of funding.

No accounting has been assigned to this project.

### EXPENDITURE PLAN

|                 | Prior Years | 2014-15 | 2015-16 | 2016-17 | 2017-18 | 2018-19        | TOTAL          |
|-----------------|-------------|---------|---------|---------|---------|----------------|----------------|
| Planning Design | _____       | _____   | _____   | _____   | _____   | 25,000         | 25,000         |
| Construction    | _____       | _____   | _____   | _____   | _____   | 420,000        | 420,000        |
| (Other)         | _____       | _____   | _____   | _____   | _____   | _____          | _____          |
| <b>TOTAL</b>    | _____       | _____   | _____   | _____   | _____   | <b>445,000</b> | <b>445,000</b> |

### RECOMMENDED FUNDING SOURCES

|                      |       |       |       |       |       |                |                |
|----------------------|-------|-------|-------|-------|-------|----------------|----------------|
| <input type="text"/> | _____ | _____ | _____ | _____ | _____ | _____          | _____          |
| <input type="text"/> | _____ | _____ | _____ | _____ | _____ | _____          | _____          |
| <input type="text"/> | _____ | _____ | _____ | _____ | _____ | _____          | _____          |
| <input type="text"/> | _____ | _____ | _____ | _____ | _____ | _____          | _____          |
| <input type="text"/> | _____ | _____ | _____ | _____ | _____ | _____          | _____          |
| UNFUNDED             | _____ | _____ | _____ | _____ | _____ | 445,000        | 445,000        |
| (Other #1)           | _____ | _____ | _____ | _____ | _____ | _____          | _____          |
| (Other #2)           | _____ | _____ | _____ | _____ | _____ | _____          | _____          |
| <b>Total</b>         | _____ | _____ | _____ | _____ | _____ | <b>445,000</b> | <b>445,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ - Operating: \$ \_\_\_\_\_ - Total: \$ \_\_\_\_\_ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

**PROJECT TITLE:** Public Parking Structure **PROJECT #:** 6-08-01  
**DEPT.** PW - Engineering **PREPARED BY:** Daren Grilley

| CHANGES FROM PRIOR YEAR CIP:                  |   |                             |                            | QUICK REFERENCE INFORMATION |  |  |
|---|---|-----------------------------|----------------------------|-----------------------------|--|--|
| <b>Status</b>                                 | <b>Timetable</b>                            | <b>Project Start Date</b>   | <b>Associated Projects</b> |                             |  |  |
| New Project <input type="checkbox"/>          | No Change <input type="checkbox"/>          | <u>TBD</u>                  |                            |                             |  |  |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>           | <b>Est. Completion Date</b> |                            |                             |  |  |
| Funding Change <input type="checkbox"/>       | Delayed <input checked="" type="checkbox"/> | <u>TBD</u>                  |                            |                             |  |  |

### DESCRIPTION

Design and construct a 200 space parking structure to address the needs of the Valley Boulevard area in accordance with the Valley Boulevard Specific Plan. This project will identify potential sites, prepare preliminary concept and refined estimate, and identify public funding mechanism.

Consultant retained in FY2011-12 to study possible funding through creation of Business Improvement District. Consultant report completed in FY2012-13.

Project delayed due to lack of funding.

No accounting has been assigned to this project.

### EXPENDITURE PLAN

|                  | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u>   | <u>TOTAL</u>     |
|------------------|--------------------|----------------|----------------|----------------|----------------|------------------|------------------|
| Planning Design  |                    |                |                |                |                | 800,000          | 800,000          |
| Construction     |                    |                |                |                |                | 4,000,000        | 4,000,000        |
| Land Acquisition |                    |                |                |                |                | 3,000,000        | 3,000,000        |
| (Other)          |                    |                |                |                |                |                  |                  |
| <b>TOTAL</b>     |                    |                |                |                |                | <b>7,800,000</b> | <b>7,800,000</b> |

### RECOMMENDED FUNDING SOURCES

|              |  |  |  |  |  |                  |                  |
|--------------|--|--|--|--|--|------------------|------------------|
| ▼            |  |  |  |  |  |                  |                  |
| ▼            |  |  |  |  |  |                  |                  |
| ▼            |  |  |  |  |  |                  |                  |
| ▼            |  |  |  |  |  |                  |                  |
| UNFUNDED     |  |  |  |  |  | 7,800,000        | 7,800,000        |
| (Other #1)   |  |  |  |  |  |                  |                  |
| (Other #2)   |  |  |  |  |  |                  |                  |
| <b>Total</b> |  |  |  |  |  | <b>7,800,000</b> | <b>7,800,000</b> |

### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$           - Operating: \$ 20,000 Total: \$ 20,000

# CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

## INDIVIDUAL PROJECT DATA

PROJECT TITLE: New City Public Works Yard PROJECT #: 6-08-02  
 DEPT.: PW - Engineering PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP: |                                     |                  |                                     | QUICK REFERENCE INFORMATION |                     |  |
|------------------------------|-------------------------------------|------------------|-------------------------------------|-----------------------------|---------------------|--|
| <b>Status</b>                |                                     | <b>Timetable</b> |                                     | Project Start Date          | Associated Projects |  |
| New Project                  | <input type="checkbox"/>            | No Change        | <input type="checkbox"/>            | <u>2007</u>                 | <u>6-08-03</u>      |  |
| No Change                    | <input checked="" type="checkbox"/> | Advanced         | <input type="checkbox"/>            | Est. Completion Date        |                     |  |
| Funding Change               | <input type="checkbox"/>            | Delayed          | <input checked="" type="checkbox"/> | <u>2016-17</u>              |                     |  |

## DESCRIPTION

A new, relocated Public Works Facility is needed to allow for construction of a new and larger Police Station (CIP #6-08-03) to replace these two City aging facilities. This will provide for construction of a new Police Station while keeping the current station in operation. An administration building, automotive garage, workshops, storage areas, equipment bays, a small transfer station, and related improvements will be constructed at the Transfer Station site. Significant site grading and improvements are necessary to prepare the site for the new Public Works Facility. The new facility will allow Public Works to operate more efficiently by providing adequate office space, modern service facilities and site improvements for a full-service Department

Rough grading completed in January 2015. Facility construction started in February 2015 and is expected to be complete in summer 2016.

Per the Staff Report to City Council on December 16, 2014, additional funds of approximately \$1 million needed in FY15-16 for finishes, fixtures, furniture, IT equipment, security system and construction contingency.

Account #: 122-800-15-97-751 Prior Year funding: 2008-09 = \$657,900. 2009-10 = \$4,342,100

## EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u>   | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>      |
|-----------------|--------------------|----------------|----------------|------------------|----------------|----------------|-------------------|
| Planning Design | 1,781,900          |                |                |                  |                |                | 1,781,900         |
| Construction    | 8,418,100          |                |                | 1,042,638        |                |                | 9,460,738         |
| (Other)         |                    |                |                |                  |                |                |                   |
| <b>TOTAL</b>    | <b>10,200,000</b>  |                |                | <b>1,042,638</b> |                |                | <b>11,242,638</b> |

## RECOMMENDED FUNDING SOURCES

|                 |                   |  |  |                  |  |  |                   |
|-----------------|-------------------|--|--|------------------|--|--|-------------------|
| 15 General Fund | 2,400,000         |  |  | 1,042,638        |  |  | 3,442,638         |
| Debt Proceeds   | 7,800,000         |  |  |                  |  |  | 7,800,000         |
|                 |                   |  |  |                  |  |  |                   |
|                 |                   |  |  |                  |  |  |                   |
|                 |                   |  |  |                  |  |  |                   |
| <b>UNFUNDED</b> |                   |  |  |                  |  |  |                   |
| (Other #1)      |                   |  |  |                  |  |  |                   |
| (Other #2)      |                   |  |  |                  |  |  |                   |
| <b>Total</b>    | <b>10,200,000</b> |  |  | <b>1,042,638</b> |  |  | <b>11,242,638</b> |

### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -

# CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

## INDIVIDUAL PROJECT DATA

PROJECT TITLE: City Hall, McGroarty, & Santa Anita Building Remodel PROJECT #: 6-09-08  
 DEPT. PW - Parks & Facilities PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP:                  |   | QUICK REFERENCE INFORMATION |  |  |  |
|---|---|-----------------------------|--|--|--|
| <b>Status</b>                                 | <b>Timetable</b>                            | Project Start Date          | Associated Projects  |  |  |
| New Project <input type="checkbox"/>          | No Change <input type="checkbox"/>          | <u>Phase 1: 2012-13</u>     | <table border="1" style="width: 100%; height: 20px;"><tr><td> </td><td> </td></tr></table> |  |  |
|   |   |                             |  |  |  |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>           | Est. Completion Date        | <table border="1" style="width: 100%; height: 20px;"><tr><td> </td><td> </td></tr></table> |  |  |
|   |   |                             |  |  |  |
| Funding Change <input type="checkbox"/>       | Delayed <input checked="" type="checkbox"/> | <u>TBD</u>                  | <table border="1" style="width: 100%; height: 20px;"><tr><td> </td><td> </td></tr></table> |  |  |
|   |   |                             |  |  |  |

## DESCRIPTION

The first phase of this project will implement flooring and finish upgrades, space planning improvements focusing on customer service areas and staff work spaces to better utilize the limited space in City Hall. First floor work includes new carpet and tile, reconstructing Finance and Community Development reception area and counters, removing and replacing the vault. Second floor work includes new carpet and tile as well as improvements to the employee break room. New chairs in all conference rooms are also included in this phase.

The second phase of the project could commence in FY2016-17, following relocation of Public Works Administration and Engineering to their new facility and would consolidate Community Development Department in the McGroarty Building.

The third phase of the project would create a "one-stop shop" for customer services provided by the Community Development and Finance Departments as well as expand the work area for the Human Resources, City Clerk and City Manager's operations.

Phases 2 and 3 are conceptual estimates only and are currently unfunded.

Account No.: 122-800-15-97-753 and 122-946-48+97-753

## EXPENDITURE PLAN

|                     | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>     |
|---------------------|--------------------|----------------|----------------|----------------|----------------|----------------|------------------|
| Planning Design     | 89,310             |                |                |                |                |                | 89,310           |
| Construction        | 148,739            |                |                | 590,000        | 490,000        |                | 1,228,739        |
| Purchase<br>(Other) |                    |                |                |                |                |                |                  |
| <b>TOTAL</b>        | <b>238,049</b>     |                |                | <b>590,000</b> | <b>490,000</b> |                | <b>1,318,049</b> |

## RECOMMENDED FUNDING SOURCES

|                                   |                |  |  |                |                |  |                  |
|-----------------------------------|----------------|--|--|----------------|----------------|--|------------------|
| 15 General Fund                   | 222,000        |  |  |                |                |  | 222,000          |
|                                   |                |  |  |                |                |  |                  |
|                                   |                |  |  |                |                |  |                  |
|                                   |                |  |  |                |                |  |                  |
|                                   |                |  |  |                |                |  |                  |
| UNFUNDED                          | 10,689         |  |  | 590,000        | 490,000        |  | 1,090,689        |
| 48 Successor Agency<br>(Other #1) | 5,360          |  |  |                |                |  | 5,360            |
| (Other #2)                        |                |  |  |                |                |  |                  |
| <b>Total</b>                      | <b>238,049</b> |  |  | <b>590,000</b> | <b>490,000</b> |  | <b>1,318,049</b> |

### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ - Operating: \$ \_\_\_\_\_ - Total: \$ \_\_\_\_\_ -

# CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

## INDIVIDUAL PROJECT DATA

PROJECT TITLE: Property Maintenance Program PROJECT #: 6-11-16  
 DEPT. PW - Parks & Facilities PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP:                  |   |  |  | QUICK REFERENCE INFORMATION |                     |  |
|---|---|--|--|-----------------------------|---------------------|--|
| <b>Status</b>                                 | <b>Timetable</b>                            |  |  | Project Start Date          | Associated Projects |  |
| New Project <input type="checkbox"/>          | No Change <input type="checkbox"/>          |  |  | <u>TBD</u>                  |                     |  |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>           |  |  | Est. Completion Date        |                     |  |
| Funding Change <input type="checkbox"/>       | Delayed <input checked="" type="checkbox"/> |  |  | <u>Ongoing</u>              |                     |  |

## DESCRIPTION

This program consists of (1) Performing assessments of each of our city owned buildings to evaluate safety, structural issues, neglected maintenance, and Americans with Disabilities Act (ADA) compliance issues. (2) Establishing a program and assign priorities to property maintenance repairs rather than reacting in response to incidents. (3) As funds become available, performing repairs, either by public works staff or by contract services.

This project is delayed due to lack of funding.

No accounting has been assigned to this project.

## EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design |                    |                |                |                |                |                |                |
| Construction    |                    | 100,000        | 100,000        | 100,000        | 100,000        | 100,000        | 500,000        |
| (Other)         |                    |                |                |                |                |                |                |
| <b>TOTAL</b>    |                    | <b>100,000</b> | <b>100,000</b> | <b>100,000</b> | <b>100,000</b> | <b>100,000</b> | <b>500,000</b> |

## RECOMMENDED FUNDING SOURCES

|                          |  |                |                |                |                |                |                |
|--------------------------|--|----------------|----------------|----------------|----------------|----------------|----------------|
| <input type="checkbox"/> |  |                |                |                |                |                |                |
| <input type="checkbox"/> |  |                |                |                |                |                |                |
| <input type="checkbox"/> |  |                |                |                |                |                |                |
| <input type="checkbox"/> |  |                |                |                |                |                |                |
| <input type="checkbox"/> |  |                |                |                |                |                |                |
| <b>UNFUNDED</b>          |  | <b>100,000</b> | <b>100,000</b> | <b>100,000</b> | <b>100,000</b> | <b>100,000</b> | <b>500,000</b> |
| (Other #1)               |  |                |                |                |                |                |                |
| (Other #2)               |  |                |                |                |                |                |                |
| <b>total</b>             |  | <b>100,000</b> | <b>100,000</b> | <b>100,000</b> | <b>100,000</b> | <b>100,000</b> | <b>500,000</b> |

### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ - Operating: \$ \_\_\_\_\_ - Total: \$ \_\_\_\_\_ -



# CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

## INDIVIDUAL PROJECT DATA

PROJECT TITLE: Changeable Message Sign Trailers PROJECT #: 7-12-20  
 DEPT. PW - Field Operations PREPARED BY: Gerard Batista

| CHANGES FROM PRIOR YEAR CIP: |                                     |                  |                                     | QUICK REFERENCE INFORMATION |                     |  |
|------------------------------|-------------------------------------|------------------|-------------------------------------|-----------------------------|---------------------|--|
| <b>Status</b>                |                                     | <b>Timetable</b> |                                     | Project Start Date          | Associated Projects |  |
| New Project                  | <input type="checkbox"/>            | No Change        | <input type="checkbox"/>            | <u>TBD</u>                  |                     |  |
| No Change                    | <input checked="" type="checkbox"/> | Advanced         | <input type="checkbox"/>            | Est. Completion Date        |                     |  |
| Funding Change               | <input type="checkbox"/>            | Delayed          | <input checked="" type="checkbox"/> | <u>TBD</u>                  |                     |  |

## DESCRIPTION

This project will purchase two solar-powered variable message sign trailers. Trailers will have 3 to 5 line message displays to assist with communicating emergency information, construction traffic control, and public outreach messages.

No accounting has been assigned to this project.

## EXPENDITURE PLAN

|                    | Prior Years | 2014-15 | 2015-16 | 2016-17       | 2017-18 | 2018-19 | TOTAL         |
|--------------------|-------------|---------|---------|---------------|---------|---------|---------------|
| Planning Design    |             |         |         |               |         |         |               |
| Construction       |             |         |         |               |         |         |               |
| Equipment Purchase |             |         |         | 80,000        |         |         | 80,000        |
| (Other)            |             |         |         |               |         |         |               |
| <b>TOTAL</b>       |             |         |         | <b>80,000</b> |         |         | <b>80,000</b> |

## RECOMMENDED FUNDING SOURCES

|              |  |  |  |               |  |  |               |
|--------------|--|--|--|---------------|--|--|---------------|
| ▼            |  |  |  |               |  |  |               |
| ▼            |  |  |  |               |  |  |               |
| ▼            |  |  |  |               |  |  |               |
| ▼            |  |  |  |               |  |  |               |
| ▼            |  |  |  |               |  |  |               |
| UNFUNDED     |  |  |  | 80,000        |  |  | 80,000        |
| (Other #1)   |  |  |  |               |  |  |               |
| (Other #2)   |  |  |  |               |  |  |               |
| <b>total</b> |  |  |  | <b>80,000</b> |  |  | <b>80,000</b> |

### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Sewer Video Inspection and Test Equipment PROJECT #: 7-12-21  
 DEPT. PW - Field Operations PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP: |                                     |                  |                                     | QUICK REFERENCE INFORMATION |                     |  |  |
|------------------------------|-------------------------------------|------------------|-------------------------------------|-----------------------------|---------------------|--|--|
| <b>Status</b>                |                                     | <b>Timetable</b> |                                     | Project Start Date          | Associated Projects |  |  |
| New Project                  | <input type="checkbox"/>            | No Change        | <input checked="" type="checkbox"/> | <u>2016-17</u>              |                     |  |  |
| No Change                    | <input checked="" type="checkbox"/> | Advanced         | <input type="checkbox"/>            | Est. Completion Date        |                     |  |  |
| Funding Change               | <input type="checkbox"/>            | Delayed          | <input type="checkbox"/>            | <u>2016-17</u>              |                     |  |  |

### DESCRIPTION

CCTV system, test equipment, and van for inspection of sewer system.

No accounting has been assigned to this project.

### EXPENDITURE PLAN

|                    | Prior Years | 2014-15 | 2015-16 | 2016-17        | 2017-18 | 2018-19 | TOTAL          |
|--------------------|-------------|---------|---------|----------------|---------|---------|----------------|
| Planning Design    |             |         |         |                |         |         |                |
| Construction       |             |         |         |                |         |         |                |
| Equipment Purchase |             |         |         | 200,000        |         |         | 200,000        |
| (Other)            |             |         |         |                |         |         |                |
| <b>TOTAL</b>       |             |         |         | <b>200,000</b> |         |         | <b>200,000</b> |

### RECOMMENDED FUNDING SOURCES

|              |  |  |  |                |  |  |                |
|--------------|--|--|--|----------------|--|--|----------------|
| 38 Sewer     |  |  |  | 200,000        |  |  | 200,000        |
|              |  |  |  |                |  |  |                |
|              |  |  |  |                |  |  |                |
|              |  |  |  |                |  |  |                |
|              |  |  |  |                |  |  |                |
| UNFUNDED     |  |  |  |                |  |  |                |
| (Other #1)   |  |  |  |                |  |  |                |
| (Other #2)   |  |  |  |                |  |  |                |
| <b>Total</b> |  |  |  | <b>200,000</b> |  |  | <b>200,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ - Operating: \$ \_\_\_\_\_ - Total: \$ \_\_\_\_\_ -

# CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

## INDIVIDUAL PROJECT DATA

PROJECT TITLE: Skid Steer Loader PROJECT #: 7-13-24  
 DEPT. PW - Field Operations PREPARED BY: Gerard Batista

| CHANGES FROM PRIOR YEAR CIP: |                                     |                  |                                     | QUICK REFERENCE INFORMATION |                     |  |  |
|------------------------------|-------------------------------------|------------------|-------------------------------------|-----------------------------|---------------------|--|--|
| <b>Status</b>                |                                     | <b>Timetable</b> |                                     | Project Start Date          | Associated Projects |  |  |
| New Project                  | <input type="checkbox"/>            | No Change        | <input type="checkbox"/>            | <u>2015-16</u>              |                     |  |  |
| No Change                    | <input checked="" type="checkbox"/> | Advanced         | <input type="checkbox"/>            | Est. Completion Date        |                     |  |  |
| Funding Change               | <input type="checkbox"/>            | Delayed          | <input checked="" type="checkbox"/> | <u>2015-16</u>              |                     |  |  |

## DESCRIPTION

This project will purchase a skid steer loader with trailer, hydraulic hammer attachment, folk attachment, and grapple bucket. This vehicle would improve crew efficiency and expand the scope of repairs that can be performed. It will be used for a wide variety of maintenance needs such as breaking up concrete for sidewalk repairs, grinding, excavating, loading and spreading materials, and forklift.

This project has been delayed due to lack of funding.

No accounting has been assigned to this project.

## EXPENDITURE PLAN

|                    | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>  |
|--------------------|--------------------|----------------|----------------|----------------|----------------|----------------|---------------|
| Planning Design    |                    |                |                |                |                |                |               |
| Construction       |                    |                |                |                |                |                |               |
| Equipment Purchase |                    |                | 70,000         |                |                |                | 70,000        |
| (Other)            |                    |                |                |                |                |                |               |
| <b>TOTAL</b>       |                    |                | <b>70,000</b>  |                |                |                | <b>70,000</b> |

## RECOMMENDED FUNDING SOURCES

|              |  |  |               |  |  |  |               |
|--------------|--|--|---------------|--|--|--|---------------|
| ▼            |  |  |               |  |  |  |               |
| ▼            |  |  |               |  |  |  |               |
| ▼            |  |  |               |  |  |  |               |
| ▼            |  |  |               |  |  |  |               |
| ▼            |  |  |               |  |  |  |               |
| UNFUNDED     |  |  | 70,000        |  |  |  | 70,000        |
| (Other #1)   |  |  |               |  |  |  |               |
| (Other #2)   |  |  |               |  |  |  |               |
| <b>total</b> |  |  | <b>70,000</b> |  |  |  | <b>70,000</b> |

### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$ 1,000 Total: \$ 1,000

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Aerial Bucket Truck PROJECT #: 7-15-01

DEPT. PW - Field Operations PREPARED BY: Gerard Batista

| CHANGES FROM PRIOR YEAR CIP:                    |                                    |  | QUICK REFERENCE INFORMATION |                      |                      |
|---|------------------------------------|--|-----------------------------|----------------------|----------------------|
| <b>Status</b>                                   | <b>Timetable</b>                   |  | Project Start Date          | Associated Projects  |                      |
| New Project <input checked="" type="checkbox"/> | No Change <input type="checkbox"/> |  | <u>2016-17</u>              | <input type="text"/> | <input type="text"/> |
| No Change <input type="checkbox"/>              | Advanced <input type="checkbox"/>  |  | Est. Completion Date        | <input type="text"/> | <input type="text"/> |
| Funding Change <input type="checkbox"/>         | Delayed <input type="checkbox"/>   |  | <u>2016-17</u>              | <input type="text"/> | <input type="text"/> |

### DESCRIPTION

This project will purchase a Ford F550 with articulated, telescoping bucket that provides approximately 40 foot working height. This truck will be assigned to the signal and street light maintenance crew and replace the current aerial boom truck that has a limited reach and does not allow access to many of the lights in the city. The current aerial boom truck will be reassigned from Field Operations to the Parks and Facilities Division for use in facility maintenance, banner and decoration installation, and backup to the tree trimming truck.

### EXPENDITURE PLAN

|                    | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|--------------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design    |                    |                |                |                |                |                |                |
| Construction       |                    |                |                |                |                |                |                |
| Equipment Purchase |                    |                |                | 120,000        |                |                | 120,000        |
| (Other)            |                    |                |                |                |                |                |                |
| <b>TOTAL</b>       |                    |                |                | <b>120,000</b> |                |                | <b>120,000</b> |

### RECOMMENDED FUNDING SOURCES

|                      |  |  |  |                |  |  |                |
|----------------------|--|--|--|----------------|--|--|----------------|
| <input type="text"/> |  |  |  |                |  |  |                |
| <input type="text"/> |  |  |  |                |  |  |                |
| <input type="text"/> |  |  |  |                |  |  |                |
| <input type="text"/> |  |  |  |                |  |  |                |
| <input type="text"/> |  |  |  |                |  |  |                |
| <b>UNFUNDED</b>      |  |  |  | <b>120,000</b> |  |  | <b>120,000</b> |
| (Other #1)           |  |  |  |                |  |  |                |
| (Other #2)           |  |  |  |                |  |  |                |
| <b>Total</b>         |  |  |  | <b>120,000</b> |  |  | <b>120,000</b> |

### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -

# CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

## INDIVIDUAL PROJECT DATA

PROJECT TITLE: Asphalt Patch Truck PROJECT #: 7-15-02

DEPT. PW - Field Operations PREPARED BY: Gerard Batista

| CHANGES FROM PRIOR YEAR CIP: |                                     |                  |                          | QUICK REFERENCE INFORMATION |                     |
|------------------------------|-------------------------------------|------------------|--------------------------|-----------------------------|---------------------|
| <b>Status</b>                |                                     | <b>Timetable</b> |                          | Project Start Date          | Associated Projects |
| New Project                  | <input checked="" type="checkbox"/> | No Change        | <input type="checkbox"/> | <u>2015-16</u>              |                     |
| No Change                    | <input type="checkbox"/>            | Advanced         | <input type="checkbox"/> | Est. Completion Date        |                     |
| Funding Change               | <input type="checkbox"/>            | Delayed          | <input type="checkbox"/> | <u>2015-16</u>              |                     |

### DESCRIPTION

This project will purchase an "all-in-one" asphalt repair truck and associated equipment necessary to perform pavement crack sealing to prolong the life of the street network and reduce future pavement repair costs. This truck will have the ability to store hot asphalt for extended periods and carry the equipment necessary for crews to prepare potholes for repair, place and compact hot mix asphalt for permanent pothole repairs and small street patches.

Account Number: 122-800-41-\_\_ -\_\_

### EXPENDITURE PLAN

|                    | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|--------------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design    |                    |                |                |                |                |                |                |
| Construction       |                    |                |                |                |                |                |                |
| Equipment Purchase |                    |                | 170,000        |                |                |                | 170,000        |
| (Other)            |                    |                |                |                |                |                |                |
| <b>TOTAL</b>       |                    |                | <b>170,000</b> |                |                |                | <b>170,000</b> |

### RECOMMENDED FUNDING SOURCES

|              |  |  |                |  |  |  |                |
|--------------|--|--|----------------|--|--|--|----------------|
| 41 Gas Tax   |  |  | 170,000        |  |  |  | 170,000        |
|              |  |  |                |  |  |  |                |
|              |  |  |                |  |  |  |                |
|              |  |  |                |  |  |  |                |
|              |  |  |                |  |  |  |                |
| UNFUNDED     |  |  |                |  |  |  |                |
| (Other #1)   |  |  |                |  |  |  |                |
| (Other #2)   |  |  |                |  |  |  |                |
| <b>Total</b> |  |  | <b>170,000</b> |  |  |  | <b>170,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Backhoe Loader PROJECT #: 7-15-03  
 DEPT. PW - Field Operations PREPARED BY: Gerard Batista

| CHANGES FROM PRIOR YEAR CIP: |                                     |                  |                          | QUICK REFERENCE INFORMATION |  |                            |  |
|------------------------------|-------------------------------------|------------------|--------------------------|-----------------------------|--|----------------------------|--|
| <b>Status</b>                |                                     | <b>Timetable</b> |                          | <b>Project Start Date</b>   |  | <b>Associated Projects</b> |  |
| New Project                  | <input checked="" type="checkbox"/> | No Change        | <input type="checkbox"/> | <u>TBD</u>                  |  |                            |  |
| No Change                    | <input type="checkbox"/>            | Advanced         | <input type="checkbox"/> | Est. Completion Date        |  |                            |  |
| Funding Change               | <input type="checkbox"/>            | Delayed          | <input type="checkbox"/> | <u>TBD</u>                  |  |                            |  |

### DESCRIPTION

This project will purchase a new backhoe loader with cab to replace the City's one aging backhoe that is becoming increasingly costly to operate and maintain.

### EXPENDITURE PLAN

|                    | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|--------------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design    |                    |                |                |                |                |                |                |
| Construction       |                    |                |                |                |                |                |                |
| Equipment Purchase |                    |                |                |                | 120,000        |                | 120,000        |
| (Other)            |                    |                |                |                |                |                |                |
| <b>TOTAL</b>       |                    |                |                |                | <b>120,000</b> |                | <b>120,000</b> |

### RECOMMENDED FUNDING SOURCES

|              |  |  |  |  |                |  |                |
|--------------|--|--|--|--|----------------|--|----------------|
|              |  |  |  |  |                |  |                |
|              |  |  |  |  |                |  |                |
|              |  |  |  |  |                |  |                |
|              |  |  |  |  |                |  |                |
|              |  |  |  |  |                |  |                |
| UNFUNDED     |  |  |  |  | 120,000        |  | 120,000        |
| (Other #1)   |  |  |  |  |                |  |                |
| (Other #2)   |  |  |  |  |                |  |                |
| <b>Total</b> |  |  |  |  | <b>120,000</b> |  | <b>120,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ - Operating: \$ \_\_\_\_\_ - Total: \$ \_\_\_\_\_ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Pavement Crack Seal Equipment PROJECT #: 7-15-04  
 DEPT. PW - Field Operations PREPARED BY: Gerard Batista

| CHANGES FROM PRIOR YEAR CIP: |                                     |                  |                          | QUICK REFERENCE INFORMATION |  |                            |  |
|------------------------------|-------------------------------------|------------------|--------------------------|-----------------------------|--|----------------------------|--|
| <b>Status</b>                |                                     | <b>Timetable</b> |                          | <b>Project Start Date</b>   |  | <b>Associated Projects</b> |  |
| New Project                  | <input checked="" type="checkbox"/> | No Change        | <input type="checkbox"/> | <u>2015-16</u>              |  |                            |  |
| No Change                    | <input type="checkbox"/>            | Advanced         | <input type="checkbox"/> | Est. Completion Date        |  |                            |  |
| Funding Change               | <input type="checkbox"/>            | Delayed          | <input type="checkbox"/> | <u>2015-16</u>              |  |                            |  |

### DESCRIPTION

This project will purchase a crack seal trailer and associated equipment necessary to perform pavement crack sealing to prolong the life of the street network and reduce future pavement repair costs.

### EXPENDITURE PLAN

|                    | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>  |
|--------------------|--------------------|----------------|----------------|----------------|----------------|----------------|---------------|
| Planning Design    |                    |                |                |                |                |                |               |
| Construction       |                    |                |                |                |                |                |               |
| Equipment Purchase |                    |                | 65,000         |                |                |                | 65,000        |
| (Other)            |                    |                |                |                |                |                |               |
| <b>TOTAL</b>       |                    |                | <b>65,000</b>  |                |                |                | <b>65,000</b> |

### RECOMMENDED FUNDING SOURCES

|              |  |  |               |  |  |  |               |
|--------------|--|--|---------------|--|--|--|---------------|
| 41 Gas Tax   |  |  | 65,000        |  |  |  | 65,000        |
|              |  |  |               |  |  |  |               |
|              |  |  |               |  |  |  |               |
|              |  |  |               |  |  |  |               |
|              |  |  |               |  |  |  |               |
| UNFUNDED     |  |  |               |  |  |  |               |
| (Other #1)   |  |  |               |  |  |  |               |
| (Other #2)   |  |  |               |  |  |  |               |
| <b>Total</b> |  |  | <b>65,000</b> |  |  |  | <b>65,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Traffic Control Device Trailer PROJECT #: 7-15-05  
 DEPT. PW - Field Operations PREPARED BY: Gerard Batista

| CHANGES FROM PRIOR YEAR CIP: |                                     |                  |                          | QUICK REFERENCE INFORMATION |                     |  |  |
|------------------------------|-------------------------------------|------------------|--------------------------|-----------------------------|---------------------|--|--|
| <b>Status</b>                |                                     | <b>Timetable</b> |                          | Project Start Date          | Associated Projects |  |  |
| New Project                  | <input checked="" type="checkbox"/> | No Change        | <input type="checkbox"/> | <u>2016-17</u>              |                     |  |  |
| No Change                    | <input type="checkbox"/>            | Advanced         | <input type="checkbox"/> | Est. Completion Date        |                     |  |  |
| Funding Change               | <input type="checkbox"/>            | Delayed          | <input type="checkbox"/> | <u>2016-17</u>              |                     |  |  |

### DESCRIPTION

This project will purchase a 16-ft tandem-axle trailer and custom fabricated storage racks to store as well as deploy traffic control devices including signs, barricades and traffic cones for construction projects, special events and emergency response.

### EXPENDITURE PLAN

|                    | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>  |
|--------------------|--------------------|----------------|----------------|----------------|----------------|----------------|---------------|
| Planning Design    |                    |                |                |                |                |                |               |
| Construction       |                    |                |                |                |                |                |               |
| Equipment Purchase |                    |                | 10,000         |                |                |                | 10,000        |
| (Other)            |                    |                |                |                |                |                |               |
| <b>TOTAL</b>       |                    |                | <b>10,000</b>  |                |                |                | <b>10,000</b> |

### RECOMMENDED FUNDING SOURCES

|              |  |  |               |  |  |  |               |
|--------------|--|--|---------------|--|--|--|---------------|
|              |  |  |               |  |  |  |               |
|              |  |  |               |  |  |  |               |
|              |  |  |               |  |  |  |               |
|              |  |  |               |  |  |  |               |
|              |  |  |               |  |  |  |               |
| UNFUNDED     |  |  | 10,000        |  |  |  | 10,000        |
| (Other #1)   |  |  |               |  |  |  |               |
| (Other #2)   |  |  |               |  |  |  |               |
| <b>Total</b> |  |  | <b>10,000</b> |  |  |  | <b>10,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Public Works Vehicles PROJECT #: 7-15-06

DEPT. PW - Engineering PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP: |                                     |                  |                          | QUICK REFERENCE INFORMATION |  |                            |  |
|------------------------------|-------------------------------------|------------------|--------------------------|-----------------------------|--|----------------------------|--|
| <b>Status</b>                |                                     | <b>Timetable</b> |                          | <b>Project Start Date</b>   |  | <b>Associated Projects</b> |  |
| New Project                  | <input checked="" type="checkbox"/> | No Change        | <input type="checkbox"/> | <u>2015-16</u>              |  |                            |  |
| No Change                    | <input type="checkbox"/>            | Advanced         | <input type="checkbox"/> | Est. Completion Date        |  |                            |  |
| Funding Change               | <input type="checkbox"/>            | Delayed          | <input type="checkbox"/> | <u>2015-16</u>              |  |                            |  |

### DESCRIPTION

This project will purchase a Ford F150 extended cab pickup truck and a compact hybrid vehicle for use as pool vehicles in the Public Works Administration and Engineering Divisions.

Estimated cost for truck is \$26,000 and sedan is \$25,000.

### EXPENDITURE PLAN

|                    | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>  |
|--------------------|--------------------|----------------|----------------|----------------|----------------|----------------|---------------|
| Planning Design    |                    |                |                |                |                |                |               |
| Construction       |                    |                |                |                |                |                |               |
| Equipment Purchase |                    |                | 51,000         |                |                |                | 51,000        |
| (Other)            |                    |                |                |                |                |                |               |
| <b>TOTAL</b>       |                    |                | <b>51,000</b>  |                |                |                | <b>51,000</b> |

### RECOMMENDED FUNDING SOURCES

|                 |  |  |               |  |  |  |               |
|-----------------|--|--|---------------|--|--|--|---------------|
| ▼               |  |  |               |  |  |  |               |
| ▼               |  |  |               |  |  |  |               |
| ▼               |  |  |               |  |  |  |               |
| ▼               |  |  |               |  |  |  |               |
| ▼               |  |  |               |  |  |  |               |
| UNFUNDED        |  |  | 26,000        |  |  |  | 26,000        |
| AQMD Subvention |  |  | 25,000        |  |  |  | 25,000        |
| (Other #1)      |  |  |               |  |  |  |               |
| (Other #2)      |  |  |               |  |  |  |               |
| <b>Total</b>    |  |  | <b>51,000</b> |  |  |  | <b>51,000</b> |

### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -

# CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

## INDIVIDUAL PROJECT DATA

PROJECT TITLE: Valley Boulevard Bicycle Lanes PROJECT #: 8-08-02  
 DEPT. PW - Engineering PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP:                  |   |  |  | QUICK REFERENCE INFORMATION |                     |  |
|---|---|--|--|-----------------------------|---------------------|--|
| <b>Status</b>                                 | <b>Timetable</b>                            |  |  | Project Start Date          | Associated Projects |  |
| New Project <input type="checkbox"/>          | No Change <input type="checkbox"/>          |  |  | <u>TBD</u>                  |                     |  |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>           |  |  | Est. Completion Date        |                     |  |
| Funding Change <input type="checkbox"/>       | Delayed <input checked="" type="checkbox"/> |  |  | <u>TBD</u>                  |                     |  |

## DESCRIPTION

This project will install approximately 1.5 miles of on-street bicycle lanes or shared roadway bicycle markings and signal activation on Valley Boulevard in accordance with the Valley Boulevard Specific Plan. This project will improve the safety and mobility for bicycle transportation. This work should be incorporated into future street resurfacing projects. Construction cost estimate based on \$100,000 per mile for restriping and signal modifications.

This project is delayed due to lack of funding.

No accounting has been assigned to this project.

## EXPENDITURE PLAN

|                 | Prior Years | 2014-15 | 2015-16 | 2016-17 | 2017-18 | 2018-19        | TOTAL          |
|-----------------|-------------|---------|---------|---------|---------|----------------|----------------|
| Planning Design |             |         |         |         |         | 50,000         | 50,000         |
| Construction    |             |         |         |         |         | 150,000        | 150,000        |
| (Other)         |             |         |         |         |         |                |                |
| <b>TOTAL</b>    |             |         |         |         |         | <b>200,000</b> | <b>200,000</b> |

## RECOMMENDED FUNDING SOURCES

|              |  |  |  |  |  |                |                |
|--------------|--|--|--|--|--|----------------|----------------|
| ▼            |  |  |  |  |  |                |                |
| ▼            |  |  |  |  |  |                |                |
| ▼            |  |  |  |  |  |                |                |
| ▼            |  |  |  |  |  |                |                |
| ▼            |  |  |  |  |  |                |                |
| UNFUNDED     |  |  |  |  |  | 200,000        | 200,000        |
| (Other #1)   |  |  |  |  |  |                |                |
| (Other #2)   |  |  |  |  |  |                |                |
| <b>total</b> |  |  |  |  |  | <b>200,000</b> | <b>200,000</b> |

### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$            - Operating: \$   5,000   Total: \$   5,000

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Mission Playhouse Parking Lot Reconstruction PROJECT #: 8-09-16  
 DEPT. PW - Engineering PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP:                       |   | QUICK REFERENCE INFORMATION |                     |
|--|---|-----------------------------|---------------------|
| <b>Status</b>                                      | <b>Timetable</b>                            | Project Start Date          | Associated Projects |
| New Project <input type="checkbox"/>               | No Change <input type="checkbox"/>          | <u>TBD</u>                  |                     |
| No Change <input type="checkbox"/>                 | Advanced <input type="checkbox"/>           | Est. Completion Date        |                     |
| Funding Change <input checked="" type="checkbox"/> | Delayed <input checked="" type="checkbox"/> | <u>TBD</u>                  |                     |

### DESCRIPTION

This project would reconstruct the Mission Playhouse Parking Lot. The pavement of the existing parking lot has deteriorated beyond its service life and requires full reconstruction. Proposed improvements include landscaping, lighting, drainage and water quality treatment, and accessible stalls. Low Impact Development techniques such as bioswales and infiltration will be considered.

Project title changed from Mission Playhouse Parking Lot Repaving. Project also merges former CIP #8-08-09 (Playhouse Parking Lot Improvement Plan) and #8-09-17 (Playhouse Parking Lot Landscaping).

Project transferred from Mission Playhouse to Public Works-Engineering. Mission Playhouse staff will work with Engineering to identify potential funding sources.

No accounting has been assigned to this project.

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design |                    |                |                |                |                | 50,000         | 50,000         |
| Construction    |                    |                |                |                |                | 450,000        | 450,000        |
| (Other)         |                    |                |                |                |                |                |                |
| <b>TOTAL</b>    |                    |                |                |                |                | <b>500,000</b> | <b>500,000</b> |

### RECOMMENDED FUNDING SOURCES

|              |  |  |  |  |  |                |                |
|--------------|--|--|--|--|--|----------------|----------------|
| ▼            |  |  |  |  |  |                |                |
| ▼            |  |  |  |  |  |                |                |
| ▼            |  |  |  |  |  |                |                |
| ▼            |  |  |  |  |  |                |                |
| ▼            |  |  |  |  |  |                |                |
| UNFUNDED     |  |  |  |  |  | 500,000        | 500,000        |
| (Other #1)   |  |  |  |  |  |                |                |
| (Other #2)   |  |  |  |  |  |                |                |
| <b>Total</b> |  |  |  |  |  | <b>500,000</b> | <b>500,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -

# CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

## INDIVIDUAL PROJECT DATA

PROJECT TITLE: Bridge Repair Program PROJECT #: 8-09-31  
 DEPT. PW - Engineering PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP:                       |   | QUICK REFERENCE INFORMATION |                     |
|--|---|-----------------------------|---------------------|
| <b>Status</b>                                      | <b>Timetable</b>                            | Project Start Date          | Associated Projects |
| New Project <input type="checkbox"/>               | No Change <input type="checkbox"/>          | <u>Ongoing</u>              |                     |
| No Change <input type="checkbox"/>                 | Advanced <input type="checkbox"/>           | Est. Completion Date        |                     |
| Funding Change <input checked="" type="checkbox"/> | Delayed <input checked="" type="checkbox"/> | <u>Ongoing</u>              |                     |

## DESCRIPTION

This program of projects will perform needed bridge repairs based on inspection reports prepared by the Los Angeles County Public Works Department. The City currently has thirteen bridges that carry vehicular traffic as well as one pedestrian bridge over Interstate 10. By agreement, County Public Works inspects the thirteen vehicular bridges biennially. Caltrans inspects the pedestrian overcrossing. As the owner, the City is responsible for operation, maintenance, repair and replacement of these bridges as necessary.

Project has previously been delayed due to lack of funding.

Account No.: 122-800-15-96-754, 122-800-41-96-754, 122-800-50-96-754

Prior Years funding:  
 2009-10 = \$125,000  
 2010-11 = \$75,000

## EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design | 105,000            |                | 30,000         |                | 30,000         |                | 165,000        |
| Construction    | 225,000            |                | 120,000        |                | 120,000        |                | 465,000        |
| (Other)         |                    |                |                |                |                |                |                |
| <b>TOTAL</b>    | <b>330,000</b>     |                | <b>150,000</b> |                | <b>150,000</b> |                | <b>630,000</b> |

## RECOMMENDED FUNDING SOURCES

|                      |                |  |                |  |                |  |                |
|----------------------|----------------|--|----------------|--|----------------|--|----------------|
| 15 General Fund ▼    | 40,000         |  |                |  |                |  | 40,000         |
| 41 Gas Tax ▼         | 285,000        |  | 150,000        |  | 150,000        |  | 585,000        |
| 50 Proposition "C" ▼ | 5,000          |  |                |  |                |  | 5,000          |
| ▼                    |                |  |                |  |                |  |                |
| ▼                    |                |  |                |  |                |  |                |
| UNFUNDED             |                |  |                |  |                |  |                |
| (Other #1)           |                |  |                |  |                |  |                |
| (Other #2)           |                |  |                |  |                |  |                |
| <b>total</b>         | <b>330,000</b> |  | <b>150,000</b> |  | <b>150,000</b> |  | <b>630,000</b> |

### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ - Operating: \$ \_\_\_\_\_ - Total: \$ \_\_\_\_\_ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: ACE Trench Facility Maintenance & Insurance PROJECT #: 8-10-41  
 DEPT. PW - Engineering PREPARED BY: Daren Grilley

| CHANGES FROM PRIOR YEAR CIP: |                                     |                  |                                     | QUICK REFERENCE INFORMATION |                     |  |  |
|------------------------------|-------------------------------------|------------------|-------------------------------------|-----------------------------|---------------------|--|--|
| <b>Status</b>                |                                     | <b>Timetable</b> |                                     | Project Start Date          | Associated Projects |  |  |
| New Project                  | <input type="checkbox"/>            | No Change        | <input checked="" type="checkbox"/> | <u>2015-16</u>              |                     |  |  |
| No Change                    | <input checked="" type="checkbox"/> | Advanced         | <input type="checkbox"/>            | Est. Completion Date        |                     |  |  |
| Funding Change               | <input type="checkbox"/>            | Delayed          | <input type="checkbox"/>            | <u>Ongoing</u>              |                     |  |  |

### DESCRIPTION

This project will perform inspection and preventive maintenance on the Alameda Corridor-East (ACE) San Gabriel Trench facilities. Work, which will be performed by contract, includes periodic inspection of the bridges, walls, lighting, fencing, drainage and surface improvements. This project also includes insurance premiums, fees, and capital reserve set-aside to meet risk management requirements of City-ACE-Union Pacific Railroad Construction, Operations and Maintenance agreement.

ACE Trench Project construction started in 2012. Project is delayed from previous CIP due to anticipated completion date of the trench. City will assume maintenance responsibility following completion of construction. These costs and fees will be ongoing for the life of the railroad trench.

No accounting has been assigned to this project.

### EXPENDITURE PLAN

|                      | Prior Years | 2014-15 | 2015-16 | 2016-17        | 2017-18        | 2018-19        | TOTAL            |
|----------------------|-------------|---------|---------|----------------|----------------|----------------|------------------|
| Maintenance          |             |         |         | 75,000         | 75,000         | 75,000         | 225,000          |
| Ins. Prem/Assump Fee |             |         |         | 175,000        | 175,000        | 175,000        | 525,000          |
| Capital Reserve      |             |         |         | 80,000         | 80,000         | 80,000         | 240,000          |
| Broker Fees          |             |         |         | 10,000         | 10,000         | 10,000         | 30,000           |
| (Other)              |             |         |         |                |                |                |                  |
| <b>TOTAL</b>         |             |         |         | <b>340,000</b> | <b>340,000</b> | <b>340,000</b> | <b>1,020,000</b> |

### RECOMMENDED FUNDING SOURCES

|                 |  |  |  |                |                |                |                  |
|-----------------|--|--|--|----------------|----------------|----------------|------------------|
| 15 General Fund |  |  |  | 340,000        | 340,000        | 340,000        | 1,020,000        |
|                 |  |  |  |                |                |                |                  |
|                 |  |  |  |                |                |                |                  |
|                 |  |  |  |                |                |                |                  |
|                 |  |  |  |                |                |                |                  |
| UNFUNDED        |  |  |  |                |                |                |                  |
| (Other #1)      |  |  |  |                |                |                |                  |
| (Other #2)      |  |  |  |                |                |                |                  |
| <b>total</b>    |  |  |  | <b>340,000</b> | <b>340,000</b> | <b>340,000</b> | <b>1,020,000</b> |

### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -

# CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

## INDIVIDUAL PROJECT DATA

**PROJECT TITLE:** Transit Study **PROJECT #:** 8-15-01  
**DEPT.** PW - Engineering **PREPARED BY:** Daren Grilley

| CHANGES FROM PRIOR YEAR CIP:                    |                                    |  |  | QUICK REFERENCE INFORMATION |                     |  |
|---|------------------------------------|--|--|-----------------------------|---------------------|--|
| <b>Status</b>                                   | <b>Timetable</b>                   |  |  | Project Start Date          | Associated Projects |  |
| New Project <input checked="" type="checkbox"/> | No Change <input type="checkbox"/> |  |  | <u>2018-19</u>              |                     |  |
| No Change <input type="checkbox"/>              | Advanced <input type="checkbox"/>  |  |  | Est. Completion Date        |                     |  |
| Funding Change <input type="checkbox"/>         | Delayed <input type="checkbox"/>   |  |  | <u>2018-19</u>              |                     |  |

### DESCRIPTION

This project would retain a consultant to conduct a transit system feasibility study and identify options for possible fixed-route transit service in the City. Study would consider operating a stand-alone system, partnering with existing neighboring jurisdictions to expand their service into San Gabriel, options for providing buses and drivers, maintenance and fueling, routes, schedules, fares, and long-term funding considerations.

Project identified during 2015 City Council goal setting Study Session.

No accounting has been assigned to this project.

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design |                    |                |                |                |                | 100,000        | 100,000        |
| Construction    |                    |                |                |                |                |                |                |
| (Other)         |                    |                |                |                |                |                |                |
| <b>TOTAL</b>    |                    |                |                |                |                | <b>100,000</b> | <b>100,000</b> |

### RECOMMENDED FUNDING SOURCES

|                   |  |  |  |  |  |                |                |
|-------------------|--|--|--|--|--|----------------|----------------|
| <u>47 Prop. A</u> |  |  |  |  |  | 100,000        | 100,000        |
|                   |  |  |  |  |  |                |                |
|                   |  |  |  |  |  |                |                |
|                   |  |  |  |  |  |                |                |
| UNFUNDED          |  |  |  |  |  |                |                |
| (Other #1)        |  |  |  |  |  |                |                |
| (Other #2)        |  |  |  |  |  |                |                |
| <b>Total</b>      |  |  |  |  |  | <b>100,000</b> | <b>100,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          Total: \$          -

## DEPARTMENT DIVISION DESCRIPTIONS

### **Administration (Summary/Overview)**

The Administration Department provides high quality management of the City's operations, implementing Council policies and priorities. This budget is comprised of four individual activities and cost centers: City Council, City Manager, City Attorney, and Public Information

### **City Council (Cost Center Summary)**

The Mayor and City Council Members are elected at-large to sit as the legislative body of the City, to develop public policy, promote public welfare, pursue interests of the public, establish organizational goals, authorize fiscal priorities, supervise the day-to-day performance of the City Manager and the services of the City Attorney, represent the City's interests before regional, state, and federal agencies, and adopt appropriate legislative initiatives.

### **City Manager (Cost Center Summary)**

The City Manager is the city's chief executive officer, responsible for carrying out the City Council's policies and appointing City staff. In FY 2015-16, its key objectives include implementation of the recently adopted strategic plan, increased community engagement, and additional economic development in conjunction with the Community Development Department.

### **City Attorney (Cost Center Summary)**

The City Attorney is appointed by the City Council, attends City Council and Planning Commission meetings, advises on legal matters for the city, and acts as City Prosecutor. This cost center retains the historically reasonable cost San Gabriel has experienced. Last year's accomplishments include: approval of solicitations and massage ordinances.

### **Public Information (Cost Center Summary)**

The City's public information function provides communications related to community outreach, public affairs, advocacy, and diversity issues. With the hiring of the City's first full-time employee dedicated public information responsibilities, goals for FY 2015-16 include implementation of a communications plan, additional expansion in the City's social media presence, improved emergency operations communication planning, and enhanced communication ability for a diverse constituency. Specific projects include implementation of Chinese Social Media, such as Weibo, City Council communications training, emergency operations plan, and outreach to Asian and Latino media.

# ADMINISTRATION

## DEPARTMENT PERFORMANCE MEASUREMENT

---

| <u>Performance Measure</u>   | <u>2013-14<br/>Actual</u> | <u>2014-15<br/>Estimated</u> | <u>Notes</u>   |
|--|---------------------------|------------------------------|--|
| <p><b>Outcomes Measurement</b><br/>(Successful implementation of strategic plan objectives; specific metrics detailed in department budgets)</p> |                           |                              | <b>Explanation (Examples)</b>  |
| <p><b><u>City Manager</u></b><br/>Completed key projects to build and improve City's infrastructure</p>  |                           |                              | E. Las Tunas Drive rehabilitation; sewer master plan implementation  |
| Increased economic development   |                           |                              | Complete Crowne Plaza, Hyatt projects; pursue grocery and retailers  |
| Engaged community  |                           |                              | Improved public response from wider array of community events, online, digital and print communications  |
| Service excellence a cornerstone of the San Gabriel experience   |                           |                              | Implement phase two of Business Friendly Master Plan; box office and concessionaire at Playhouse; expand passport services;<br>Launch next phase tech improvements; GIS and automated permitting |
| Develop resources by identifying new sources of funding, innovation and efficiency   |                           |                              | Complete implementation of shared fire command, reorganized Public Works, develop revenue enhancement plan (cost allocation study)   |
| <p><b><u>City Council</u></b></p>  |                           |                              | <i>Based on budget goals; if adopted, will be added to strategic plan work program</i>   |
| Cleaner streets and parkways; problem code enforcement issues addressed  |                           |                              | Based on addition of additional staffing for NIS (neighborhood improvement)  |
| Increased civic transparency   |                           |                              | Council meetings to be broadcast or live streamed  |
| More effective, more business friendly codes   |                           |                              | Based on proposed update of municipal code zoning standards  |

## ADMINISTRATION DEPARTMENT PERFORMANCE MEASUREMENT

---

| <u>Performance Measure</u>   | <u>2013-14<br/>Actual</u> | <u>2014-15<br/>Estimated</u> | <u>Notes</u>   |
|--|---------------------------|------------------------------|--|
| <b><u>Public Information</u></b>                                       |                           |                              |  |
| Increased communication with residents as evidenced by:                |                           |                              |  |
| Increase Council weekly subscribers                                    | New measure               | 463                          | 50 issues per year   |
| Increased website hits   | New measure               | 277,736                      | New economic development pages; streamlining and update of website |
| Number of social media followers (Facebook, Twitter, Instagram, Weibo) | New measure               | 2,682                        | Added Instagram; Launch Weibo; increase Facebook metrics           |
| Improved emergency communication with residents                        | New measure               | TBD                          | Implementation of emergency callback capability                    |
| Increased penetration of traditional and digital media                 | New measure               | 40                           | Media releases captured in local media                             |

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
701 CITY COUNCIL  
00 DEPARTMENT

|        |                         | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|-------------------------|---|---|
| 11-000 | Full Time Employees     | 53,622                                  | 53,622                                  |
| 12-000 | Limited Time Employees  | 0                                       | 0                                       |
| 13-000 | Overtime Employees      | 0                                       | 0                                       |
| 19-001 | Health Insurance        | 93,598                                  | 95,990                                  |
| 19-002 | Retirement              | 12,456                                  | 15,240                                  |
| 19-004 | Medicare                | 778                                     | 778                                     |
|        | Salaries and Benefits   | 160,454                                 | 165,630                                 |
| 31-000 | Office Operating        | 4,001                                   | 4,001                                   |
| 40-010 | Cellular Services       | 2,300                                   | 2,300                                   |
| 53-000 | Membership and Dues     | 41,900                                  | 41,900                                  |
| 54-000 | Allowances              | 39,900                                  | 39,900                                  |
| 56-000 | Local Meetings/Expenses | 13,500                                  | 13,500                                  |
|        | Operating               | 101,601                                 | 101,601                                 |
| 91-000 | Budget Savings          | 0                                       | 0                                       |
|        | CITY COUNCIL            | <u>262,055</u>                          | <u>267,231</u>                          |

**CITY OF SAN GABRIEL**  
**2015-16 Memberships and Dues (Account "53") Budget Detail**

|                              |                          |                              |
|------------------------------|--------------------------|------------------------------|
| Administration<br>Department | City Council<br>Division | 121-701-00<br>Account Number |
|------------------------------|--------------------------|------------------------------|

| <u>Member Name</u>             | <u>Organization</u>                        | <u>Amount</u> |
|--------------------------------|--|---------------|
| #1: <u>City of San Gabriel</u> | <u>League of California Cities</u>         | <u>15,000</u> |
| #2: <u>City of San Gabriel</u> | <u>National League of Cities</u>           | <u>3,300</u>  |
| #3: <u>City of San Gabriel</u> | <u>U.S./Mexico Sister Cities Assoc.</u>    | <u>200</u>    |
| #4: <u>City of San Gabriel</u> | <u>San Gabriel Valley Council of Gov't</u> | <u>17,500</u> |
| #5: <u>City of San Gabriel</u> | <u>Independent Cities Association</u>      | <u>1,900</u>  |
| #6: <u>City of San Gabriel</u> | <u>So. Cal. Association of Governments</u> | <u>4,000</u>  |
| #7: <u>City of San Gabriel</u> | <u>U.S. Conference Mayors</u>              | <u>0</u>      |
| #8: _____                      | _____                                      | _____         |
| #9: _____                      | _____                                      | _____         |
| #10: _____                     | _____                                      | _____         |
| #11: _____                     | _____                                      | _____         |
| #12: _____                     | _____                                      | _____         |
| #13: _____                     | _____                                      | _____         |
| #14: _____                     | _____                                      | _____         |
| #15: _____                     | _____                                      | _____         |
| #16: _____                     | _____                                      | _____         |
| #17: _____                     | _____                                      | _____         |
| #18: _____                     | _____                                      | _____         |
| #19: _____                     | _____                                      | _____         |
| #20: _____                     | _____                                      | _____         |

**TOTAL** 41,900

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Allowances (Account "54") Budget Detail**

|                              |                          |                              |
|------------------------------|--------------------------|------------------------------|
| Administration<br>Department | City Council<br>Division | 121-701-00<br>Account Number |
|------------------------------|--------------------------|------------------------------|

| Activity Type                                 | Organization                   | Amount        |
|---|--------------------------------|---------------|
| #1: Annual Conference (3 Members)             | League of California Cities    | 5,700         |
| #2: Annual Conference (5 Members)             | Independent Cities Association | 11,000        |
| #3: Annual Conference (5 Members)             | Independent Cities Association | 8,000         |
| #4: Annual Conference                         | U.S. Conference of Mayors      | 0             |
| #5: Annual Conference (2 Members)             | National League of Cities      | 3,600         |
| #6: Congressional City Conference (2 Members) | National League of Cities      | 3,600         |
| #7: Legislative Conference (5 Members)        | League of California Cities    | 3,000         |
| #8: Mayor's Winter Meeting                    | U.S. Conference of Mayors      | 0             |
| #9: Misc Meetings (\$1000 per Member)         | League of California Cities    | 5,000         |
| #10:  |                                |               |
| #11:  |                                |               |
| #12:  |                                |               |
| #13:  |                                |               |
| #14:  |                                |               |
| #15:  |                                |               |
| #16:  |                                |               |
| #17:  |                                |               |
| #18:  |                                |               |
| #19:  |                                |               |
| #20:  |                                |               |
| <b>TOTAL</b>                                  |                                | <b>39,900</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

CITY OF SAN GABRIEL  
 2015-16 Professional Services (Account "56") Budget Detail

|                              |                          |                              |
|------------------------------|--------------------------|------------------------------|
| Administration<br>Department | City Council<br>Division | 121-701-00<br>Account Number |
|------------------------------|--------------------------|------------------------------|

| Activity Type                             | Potential Vendor | Amount |
|---|------------------|--------|
| #1: Annual Expense Voucher x 5 @ 2,400/yr | TBD              | 12,000 |
| #2: Meeting/Event Refreshments            | TBD              | 1,500  |
| #3:                                       |                  |        |
| #4:                                       |                  |        |
| #5:                                       |                  |        |
| #6:                                       |                  |        |
| #7:                                       |                  |        |
| #8:                                       |                  |        |
| #9:                                       |                  |        |
| #10:                                      |                  |        |
| #11:                                      |                  |        |
| #12:                                      |                  |        |
| #13:                                      |                  |        |
| #14:                                      |                  |        |
| #15:                                      |                  |        |
| #16:                                      |                  |        |
| #17:                                      |                  |        |
| #18:                                      |                  |        |
| #19:                                      |                  |        |
| #20:                                      |                  |        |

|              |  |               |
|--------------|--|---------------|
| <b>TOTAL</b> |  | <b>13,500</b> |
|--------------|--|---------------|

Note: Detailed amounts when totaled must equal amount requested on Department/Division Account.

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
704 CITY MANAGER  
00 DEPARTMENT

|        |                         | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|-------------------------|---|---|
| 11-000 | Full Time Employees     | 339,612                                 | 367,192                                 |
| 12-000 | Limited Time Employees  | 13,440                                  | 17,839                                  |
| 13-000 | Overtime Employees      | 0                                       | 936                                     |
| 19-001 | Health Insurance        | 47,696                                  | 49,022                                  |
| 19-002 | Retirement              | 75,953                                  | 101,038                                 |
| 19-004 | Medicare                | 5,119                                   | 5,597                                   |
|        | Salaries and Benefits   | 481,820                                 | 541,623                                 |
| 22-000 | Contractual             | 0                                       | 0                                       |
| 31-000 | Office Operating        | 3,000                                   | 3,000                                   |
| 40-007 | Cable                   | 100                                     | 100                                     |
| 40-010 | Cellular Services       | 1,550                                   | 1,550                                   |
| 53-000 | Membership and Dues     | 4,600                                   | 4,600                                   |
| 54-000 | Allowances              | 12,700                                  | 12,700                                  |
| 56-000 | Local Meetings/Expenses | 2,000                                   | 2,000                                   |
|        | Operating               | 23,950                                  | 23,950                                  |
| 91-000 | Budget Savings          | 0                                       | 0                                       |
|        | CITY MANAGER            | <u>505,770</u>                          | <u>565,573</u>                          |

**CITY OF SAN GABRIEL**  
**2015-16 Contractual (Account "22") Budget Detail**  
*Payments to persons/agencies for services rendered*

|                |              |                |
|----------------|--------------|----------------|
| Administration | City Manager | 121-704-00     |
| Department     | Division     | Account Number |

| Member Name            | Organization                 | Amount   |
|------------------------|------------------------------|----------|
| #1: Strategic Planning | Don St. Clair/Janet McIntyre | 0        |
| #2: Grant Assistance   | TBD                          | 0        |
| #3: Advocacy Services  | Tony Rice and Others         | 0        |
| #4:                    |                              |          |
| #5:                    |                              |          |
| #6:                    |                              |          |
| #7:                    |                              |          |
| #8:                    |                              |          |
| #9:                    |                              |          |
| #10:                   |                              |          |
| #11:                   |                              |          |
| #12:                   |                              |          |
| #13:                   |                              |          |
| #14:                   |                              |          |
| #15:                   |                              |          |
| #16:                   |                              |          |
| #17:                   |                              |          |
| #18:                   |                              |          |
| #19:                   |                              |          |
| #20:                   |                              |          |
| <b>TOTAL</b>           |                              | <b>0</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Memberships and Dues (Account "53") Budget Detail**  
*Amounts paid for membership in various organizations*

|                |              |                |
|----------------|--------------|----------------|
| Administration | City Manager | 121-704-00     |
| Department     | Division     | Account Number |

| <u>Member Name</u>         | <u>Organization</u>              | <u>Amount</u> |
|----------------------------|----------------------------------|---------------|
| #1: 2 Staff Members        | ICMA                             | 2,700         |
| #2: Agency Membership      | San Gabriel Valley City Managers | 75            |
| #3: City Manager           | Other Organizations TBD          | 1,500         |
| #4: Assistant City Manager | Other Organizations TBD          | 325           |
| #5: _____                  | _____                            | _____         |
| #6: _____                  | _____                            | _____         |
| #7: _____                  | _____                            | _____         |
| #8: _____                  | _____                            | _____         |
| #9: _____                  | _____                            | _____         |
| #10: _____                 | _____                            | _____         |
| #11: _____                 | _____                            | _____         |
| #12: _____                 | _____                            | _____         |
| #13: _____                 | _____                            | _____         |
| #14: _____                 | _____                            | _____         |
| #15: _____                 | _____                            | _____         |
| #16: _____                 | _____                            | _____         |
| #17: _____                 | _____                            | _____         |
| #18: _____                 | _____                            | _____         |
| #19: _____                 | _____                            | _____         |
| #20: _____                 | _____                            | _____         |
| <br><b>TOTAL</b>           |                                  | <b>4,600</b>  |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Allowances (Account "54") Budget Detail**  
*Primarily for attendance of conferences and meetings*

|                              |                          |                              |
|------------------------------|--------------------------|------------------------------|
| Administration<br>Department | City Manager<br>Division | 121-704-00<br>Account Number |
|------------------------------|--------------------------|------------------------------|

| Activity Type                                | Organization                       | Amount        |
|--|------------------------------------|---------------|
| #1: Annual Conference (2 Attendees)          | Independent Cities Association     | 4,400         |
| #2: Winter Seminar (2 Attendees)             | Independent Cities Association     | 1,600         |
| #3: Annual Conference (1 Attendee)           | League of California Cities        | 1,600         |
| #4: *Legislative Conference (1 Attendee)     | League of California Cities        | 500           |
| #5: Annual Conference (1 Attendee)           | ICMA                               | 2,000         |
| #6: *Annual Conference (1 Attendee)          | National League of Cities          | 1,800         |
| #7: *Congressional Cities Conf. (1 Attendee) | National League of Cities          | 1,800         |
| #8: City Manager's Meeting                   | League of California Cities        | 0             |
| #9: Risk Management Conference (1 Attendee)  | CJPIA                              | 700           |
| #10: State and/or National Conference (CM)   | American Planning Association/AICP | 2,000         |
| #11: Annual Conference (CM Exec Asst)        | SGV Municipal Assistants           | 400           |
| #12: *To not attend unless Council desires   |                                    | (4,100)       |
| #13:   |                                    |               |
| #14:   |                                    |               |
| #15:   |                                    |               |
| #16:   |                                    |               |
| #17:   |                                    |               |
| #18:   |                                    |               |
| #19:   |                                    |               |
| #20:   |                                    |               |
| <b>TOTAL</b>                                 |                                    | <b>12,700</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Local Meeting Expenses (Account "56") Budget Detail**  
*Expenses to attend local meetings*

|                |              |                |
|----------------|--------------|----------------|
| Administration | City Manager | 121-704-00     |
| Department     | Division     | Account Number |

| Activity Type                         | Potential Vendor | Amount       |
|---------------------------------------|------------------|--------------|
| #1: Refreshments, Materials, Supplies | TBD              | 2,000        |
| #2: _____                             | _____            | _____        |
| #3: _____                             | _____            | _____        |
| #4: _____                             | _____            | _____        |
| #5: _____                             | _____            | _____        |
| #6: _____                             | _____            | _____        |
| #7: _____                             | _____            | _____        |
| #8: _____                             | _____            | _____        |
| #9: _____                             | _____            | _____        |
| #10: _____                            | _____            | _____        |
| #11: _____                            | _____            | _____        |
| #12: _____                            | _____            | _____        |
| #13: _____                            | _____            | _____        |
| #14: _____                            | _____            | _____        |
| #15: _____                            | _____            | _____        |
| #16: _____                            | _____            | _____        |
| #17: _____                            | _____            | _____        |
| #18: _____                            | _____            | _____        |
| #19: _____                            | _____            | _____        |
| #20: _____                            | _____            | _____        |
| <b>TOTAL</b>                          |                  | <b>2,000</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
705 CITY ATTORNEY  
00 DEPARTMENT

|        |                        | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|------------------------|---|---|
| 11-000 | Full Time Employees    | 0                                       | 0                                       |
| 12-000 | Limited Time Employees | 0                                       | 0                                       |
| 13-000 | Overtime Employees     | 0                                       | 0                                       |
| 19-001 | Health Insurance       | 0                                       | 0                                       |
| 19-002 | Retirement             | 0                                       | 0                                       |
| 19-004 | Medicare               | 0                                       | 0                                       |
|        | Salaries and Benefits  | 0                                       | 0                                       |
| 22-000 | Contractual            | 172,540                                 | 172,540                                 |
| 54-000 | Allowances             | 1,350                                   | 1,350                                   |
| 64-030 | Prosecution Services   | 2,000                                   | 2,000                                   |
|        | Operating              | 175,890                                 | 175,890                                 |
| 91-000 | Budget Savings         | 0                                       | 0                                       |
|        | CITY ATTORNEY          | <u>175,890</u>                          | <u>175,890</u>                          |

**CITY OF SAN GABRIEL**  
**2015-16 Contractual (Account "22") Budget Detail**  
*Payments to persons/agencies for services rendered*

|                              |                           |                              |
|------------------------------|---------------------------|------------------------------|
| Administration<br>Department | City Attorney<br>Division | 121-705-00<br>Account Number |
|------------------------------|---------------------------|------------------------------|

| Activity Type                               | Potential Vendor                  | Amount |
|---|-----------------------------------|--------|
| #1: Legal Services - Basic Retainer         | Wallin, Kress, Reisman, & Kranitz | 96,000 |
| #2: Legal Services - Additional Hourly Svs. | Wallin, Kress, Reisman, & Kranitz | 74,340 |
| #3: Legal Services - Tobacco Licensing      | Wallin, Kress, Reisman, & Kranitz | 2,200  |
| #4:   |                                   |        |
| #5:   |                                   |        |
| #6:   |                                   |        |
| #7:   |                                   |        |
| #8:   |                                   |        |
| #9:   |                                   |        |
| #10:  |                                   |        |
| #11:  |                                   |        |
| #12:  |                                   |        |
| #13:  |                                   |        |
| #14:  |                                   |        |
| #15:  |                                   |        |
| #16:  |                                   |        |
| #17:  |                                   |        |
| #18:  |                                   |        |
| #19:  |                                   |        |
| #20:  |                                   |        |

|              |                |
|--------------|----------------|
| <b>TOTAL</b> | <b>172,540</b> |
|--------------|----------------|

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Allowances (Account "54") Budget Detail**  
*Primarily for attendance of conferences and meetings*

|                              |                           |                              |
|------------------------------|---------------------------|------------------------------|
| Administration<br>Department | City Attorney<br>Division | 121-705-00<br>Account Number |
|------------------------------|---------------------------|------------------------------|

| Activity Type  | Organization                           | Amount |
|--|--|--------|
| #1: *Annual Conference   | League of California Cities            | 0      |
| #2: Annual Conference  | Independent Cities Association         | 0      |
| #3: City Attorney's Department meeting   | League of California Cities            | 750    |
| #4: CJPIA Risk Manager's Conference  | California Joint Powers Ins. Authority | 600    |
| #5: * = Shared expense with City of La Verne. Only San Gabriel portion budgeted. |  |        |
| #6:  |  |        |
| #7:  |  |        |
| #8:  |  |        |
| #9:  |  |        |
| #10:   |  |        |
| #11:   |  |        |
| #12:   |  |        |
| #13:   |  |        |
| #14:   |  |        |
| #15:   |  |        |
| #16:   |  |        |
| #17:   |  |        |
| #18:   |  |        |
| #19:   |  |        |
| #20:   |  |        |

|              |              |
|--------------|--------------|
| <b>TOTAL</b> | <b>1,350</b> |
|--------------|--------------|

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Professional Services (Account "64") Budget Detail**  
*Contracted professional services*

|                |               |                |
|----------------|---------------|----------------|
| Administration | City Attorney | 121-705-00     |
| Department     | Division      | Account Number |

| Activity Type            | Potential Vendor                  | Amount       |
|--------------------------|-----------------------------------|--------------|
| #1: Prosecution Services | Wallin, Kress, Reisman, & Kranitz | 2,000        |
| #2: _____                | _____                             | _____        |
| #3: _____                | _____                             | _____        |
| #4: _____                | _____                             | _____        |
| #5: _____                | _____                             | _____        |
| #6: _____                | _____                             | _____        |
| #7: _____                | _____                             | _____        |
| #8: _____                | _____                             | _____        |
| #9: _____                | _____                             | _____        |
| #10: _____               | _____                             | _____        |
| #11: _____               | _____                             | _____        |
| #12: _____               | _____                             | _____        |
| #13: _____               | _____                             | _____        |
| #14: _____               | _____                             | _____        |
| #15: _____               | _____                             | _____        |
| #16: _____               | _____                             | _____        |
| #17: _____               | _____                             | _____        |
| #18: _____               | _____                             | _____        |
| #19: _____               | _____                             | _____        |
| #20: _____               | _____                             | _____        |
| <b>TOTAL</b>             |                                   | <b>2,000</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
711 PUBLIC INFORMATION  
00 DEPARTMENT

|        |                        | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|------------------------|---|---|
| 11-000 | Full Time Employees    | 49,620                                  | 54,204                                  |
| 12-000 | Limited Time Employees | 0                                       | 0                                       |
| 13-000 | Overtime Employees     | 0                                       | 0                                       |
| 19-001 | Health Insurance       | 18,967                                  | 18,975                                  |
| 19-002 | Retirement             | 4,324                                   | 3,648                                   |
| 19-004 | Medicare               | 719                                     | 786                                     |
|        | Salaries and Benefits  | 73,630                                  | 77,613                                  |
| 21-000 | Special Departmental   | 6,782                                   | 0                                       |
| 22-000 | Contractual            | 0                                       | 6,000                                   |
| 31-000 | Office Operating       | 0                                       | 500                                     |
| 40-010 | Cellular Services      | 1,100                                   | 1,310                                   |
| 51-000 | Advertising            | 0                                       | 775                                     |
| 53-000 | Memberships            | 0                                       | 625                                     |
| 54-000 | Allowances             | 0                                       | 1,500                                   |
| 62-000 | Quarterly Newsletter   | 30,287                                  | 30,287                                  |
|        | Operating              | 38,169                                  | 40,997                                  |
| 91-000 | Budget Savings         | 0                                       | 0                                       |
|        | PUBLIC INFORMATION     | <u>111,799</u>                          | <u>118,610</u>                          |

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "21") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|                              |                                |                              |
|------------------------------|--------------------------------|------------------------------|
| Administration<br>Department | Public Information<br>Division | 121-711-00<br>Account Number |
|------------------------------|--------------------------------|------------------------------|

| Activity Type                   | Potential Vendor | Amount   |
|---------------------------------|------------------|----------|
| #1: Public Information Services | TBD              | 0        |
| #2: _____                       | _____            | _____    |
| #3: _____                       | _____            | _____    |
| #4: _____                       | _____            | _____    |
| #5: _____                       | _____            | _____    |
| #6: _____                       | _____            | _____    |
| #7: _____                       | _____            | _____    |
| #8: _____                       | _____            | _____    |
| #9: _____                       | _____            | _____    |
| #10: _____                      | _____            | _____    |
| #11: _____                      | _____            | _____    |
| #12: _____                      | _____            | _____    |
| #13: _____                      | _____            | _____    |
| #14: _____                      | _____            | _____    |
| #15: _____                      | _____            | _____    |
| #16: _____                      | _____            | _____    |
| #17: _____                      | _____            | _____    |
| #18: _____                      | _____            | _____    |
| #19: _____                      | _____            | _____    |
| #20: _____                      | _____            | _____    |
| <b>TOTAL</b>                    |                  | <b>0</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "22") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|                              |                                |                              |
|------------------------------|--------------------------------|------------------------------|
| Administration<br>Department | Public Information<br>Division | 121-711-00<br>Account Number |
|------------------------------|--------------------------------|------------------------------|

| <u>Activity Type</u>            | <u>Potential Vendor</u>  | <u>Amount</u> |
|---------------------------------|--------------------------|---------------|
| #1: Public Information Services | Allegra Consulting, Etc. | 6,000         |
| #2: _____                       | _____                    | _____         |
| #3: _____                       | _____                    | _____         |
| #4: _____                       | _____                    | _____         |
| #5: _____                       | _____                    | _____         |
| #6: _____                       | _____                    | _____         |
| #7: _____                       | _____                    | _____         |
| #8: _____                       | _____                    | _____         |
| #9: _____                       | _____                    | _____         |
| #10: _____                      | _____                    | _____         |
| #11: _____                      | _____                    | _____         |
| #12: _____                      | _____                    | _____         |
| #13: _____                      | _____                    | _____         |
| #14: _____                      | _____                    | _____         |
| #15: _____                      | _____                    | _____         |
| #16: _____                      | _____                    | _____         |
| #17: _____                      | _____                    | _____         |
| #18: _____                      | _____                    | _____         |
| #19: _____                      | _____                    | _____         |
| #20: _____                      | _____                    | _____         |
| <b>TOTAL</b>                    |                          | <b>6,000</b>  |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "51") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|                              |                                |                              |
|------------------------------|--------------------------------|------------------------------|
| Administration<br>Department | Public Information<br>Division | 121-711-00<br>Account Number |
|------------------------------|--------------------------------|------------------------------|

| Activity Type                                       | Potential Vendor    | Amount     |
|---|---------------------|------------|
| #1: Advertising (Mission Fiesta, Kiwanis Breakfast) | SG Mission, Kiwanis | 775        |
| #2: _____   | _____               | _____      |
| #3: _____   | _____               | _____      |
| #4: _____   | _____               | _____      |
| #5: _____   | _____               | _____      |
| #6: _____   | _____               | _____      |
| #7: _____   | _____               | _____      |
| #8: _____   | _____               | _____      |
| #9: _____   | _____               | _____      |
| #10: _____  | _____               | _____      |
| #11: _____  | _____               | _____      |
| #12: _____  | _____               | _____      |
| #13: _____  | _____               | _____      |
| #14: _____  | _____               | _____      |
| #15: _____  | _____               | _____      |
| #16: _____  | _____               | _____      |
| #17: _____  | _____               | _____      |
| #18: _____  | _____               | _____      |
| #19: _____  | _____               | _____      |
| #20: _____  | _____               | _____      |
| <b>TOTAL</b>  |                     | <b>775</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "53") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|                              |                                |                              |
|------------------------------|--------------------------------|------------------------------|
| Administration<br>Department | Public Information<br>Division | 121-711-00<br>Account Number |
|------------------------------|--------------------------------|------------------------------|

| Activity Type      | Potential Vendor | Amount     |
|--------------------|------------------|------------|
| #1: 1 Staff Member | CAPIO            | 225        |
| #2: 1 Staff Member | 3CMA             | 390        |
| #3: Misc           | TBD              | 10         |
| #4:                |                  |            |
| #5:                |                  |            |
| #6:                |                  |            |
| #7:                |                  |            |
| #8:                |                  |            |
| #9:                |                  |            |
| #10:               |                  |            |
| #11:               |                  |            |
| #12:               |                  |            |
| #13:               |                  |            |
| #14:               |                  |            |
| #15:               |                  |            |
| #16:               |                  |            |
| #17:               |                  |            |
| #18:               |                  |            |
| #19:               |                  |            |
| #20:               |                  |            |
| <b>TOTAL</b>       |                  | <b>625</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Allowances (Account "54") Budget Detail**  
*Primarily for attendance of conferences and meetings*

|                              |                                |                              |
|------------------------------|--------------------------------|------------------------------|
| Administration<br>Department | Public Information<br>Division | 121-711-00<br>Account Number |
|------------------------------|--------------------------------|------------------------------|

| Activity Type      | Potential Vendor        | Amount       |
|--------------------|-------------------------|--------------|
| #1: 1 Staff Member | CAPIO Annual Conference | 1,200        |
| #2: Misc Training  | TBD (3CMA, ONA, Etc.)   | 300          |
| #3:                |                         |              |
| #4:                |                         |              |
| #5:                |                         |              |
| #6:                |                         |              |
| #7:                |                         |              |
| #8:                |                         |              |
| #9:                |                         |              |
| #10:               |                         |              |
| #11:               |                         |              |
| #12:               |                         |              |
| #13:               |                         |              |
| #14:               |                         |              |
| #15:               |                         |              |
| #16:               |                         |              |
| #17:               |                         |              |
| #18:               |                         |              |
| #19:               |                         |              |
| #20:               |                         |              |
| <b>TOTAL</b>       |                         | <b>1,500</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Quarterly Newsletter (Account "62") Budget Detail**  
*Quarterly Grapevine newsletter*

|                              |                                |                              |
|------------------------------|--------------------------------|------------------------------|
| Administration<br>Department | Public Information<br>Division | 121-711-00<br>Account Number |
|------------------------------|--------------------------------|------------------------------|

| Activity Type                        | Potential Vendor    | Amount        |
|--------------------------------------|---------------------|---------------|
| #1: Quarterly Newsletter "Grapevine" | Simpson Advertising | 18,287        |
| #2: Translation Services             | TBD                 | 2,000         |
| #3: Postage                          | U.S. Postal Service | 10,000        |
| #4:                                  |                     |               |
| #5:                                  |                     |               |
| #6:                                  |                     |               |
| #7:                                  |                     |               |
| #8:                                  |                     |               |
| #9:                                  |                     |               |
| #10:                                 |                     |               |
| #11:                                 |                     |               |
| #12:                                 |                     |               |
| #13:                                 |                     |               |
| #14:                                 |                     |               |
| #15:                                 |                     |               |
| #16:                                 |                     |               |
| #17:                                 |                     |               |
| #18:                                 |                     |               |
| #19:                                 |                     |               |
| #20:                                 |                     |               |
| <b>TOTAL</b>                         |                     | <b>30,287</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #1**

|                |                    |                |
|----------------|--------------------|----------------|
| Administration | Public Information | 121-711-00     |
| Department     | Division           | Account Number |

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input checked="" type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p> | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;"><b>Funding Source (Check One)</b></th> <th style="text-align: right; border-bottom: 1px solid black;"><b>Funding Amount</b></th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> General Fund</td> <td style="text-align: right;">2,618</td> </tr> <tr> <td><input type="checkbox"/> Mission Playhouse Imp. Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Parks and Rec Facility Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Proposition "A"</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Proposition "C"</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Redevelopment</td> <td></td> </tr> <tr> <td><input type="checkbox"/> AQMD Trust Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Asset Forfeiture Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> State Sup. Law Enforce. Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Gas Tax</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Waste Management Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Increased Fees (Please Specify)</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Other (Please Specify)</td> <td></td> </tr> <tr> <td><b>Total Program Cost</b></td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;"><b>2,618</b></td> </tr> </tbody> </table> | <b>Funding Source (Check One)</b> | <b>Funding Amount</b> | <input checked="" type="checkbox"/> General Fund | 2,618 | <input type="checkbox"/> Mission Playhouse Imp. Fund |  | <input type="checkbox"/> Parks and Rec Facility Fund |  | <input type="checkbox"/> Proposition "A" |  | <input type="checkbox"/> Proposition "C" |  | <input type="checkbox"/> Redevelopment |  | <input type="checkbox"/> AQMD Trust Fund |  | <input type="checkbox"/> Asset Forfeiture Fund |  | <input type="checkbox"/> State Sup. Law Enforce. Fund |  | <input type="checkbox"/> Gas Tax |  | <input type="checkbox"/> Waste Management Fund |  | <input type="checkbox"/> Increased Fees (Please Specify) |  | <input type="checkbox"/> Other (Please Specify) |  | <b>Total Program Cost</b> | <b>2,618</b> |
|--|---|-----------------------------------|-----------------------|--|-------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|---|--|----------------------------------|--|--|--|--|--|---|--|---------------------------|--------------|
| <b>Funding Source (Check One)</b>  | <b>Funding Amount</b>   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input checked="" type="checkbox"/> General Fund   | 2,618   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Parks and Rec Facility Fund   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Proposition "A"   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Proposition "C"   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Redevelopment   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> AQMD Trust Fund   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Asset Forfeiture Fund   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Gas Tax   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Waste Management Fund   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Increased Fees (Please Specify)   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Other (Please Specify)  |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <b>Total Program Cost</b>  | <b>2,618</b>  |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |

**Program or Item Description:**

Allocate \$2618 from general fund reserves and transfer existing funds, as follows:

121-711-21, Special Dept'l., Subtract \$6782  
 121-711-22, Contractual, Add \$6000  
 121-711-31, Office Operating, Add \$500  
 121-711-51, Advertising, Add \$775  
 121-711-53 , Memberships, Add \$625  
 121-711-54, Allowances, Add \$1500

**Justification**

The City has budgeted for, and hired, its first full-time Public Information Officer, but has no budget for any of the typical support "trappings" : office supplies, professional memberships, conferences, etc. Reallocating the funding that is currently associated with "special department" expenditures, as well as \$2618 in additional funds, would rectify the situation.

# HUMAN RESOURCES DEPARTMENT

## Human Resources (Summary/Overview)

The Human Resources Department seeks to provide the highest caliber employees and a work environment designed to foster innovation and efficiency. Its functions include employee recruitment and selection; employee training and organizational development; employee and labor relations; workers' compensation, general liability, and risk management programs; classification and compensation; benefits administration; and personnel records management. The department's primary goal for the next year is to implement an online employment application system.

## HUMAN RESOURCES DEPARTMENT PERFORMANCE MEASUREMENT

---

| <u>Unit of Measure</u>                | 2013-14<br><u>Actual</u> | 2014-15<br><u>Estimated</u> | <u>Notes</u>            |
|---------------------------------------|--------------------------|-----------------------------|-------------------------|
| Recruitments conducted                | 12                       | 33                          |                         |
| New general liability claims received | 12                       | 10                          | FY 14-15 claims numbers |
| General liability claims closed       | 21                       | 15                          | are through 02/28/2015  |

### Key Performance Indicators

|   |               |     |                          |
|---|---------------|-----|--------------------------|
| Percentage of filled positions          | 93%           | 90% |                          |
| Number of bilingual certified employees | (new measure) | 23  | Full time employees only |

### Outcome Measurement

|  |  |  |                          |
|--|--|--|--------------------------|
| Maintain percentage of filled positions at 90% or higher |  |  | Full time positions only |
|--|--|--|--------------------------|

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
710 HUMAN RESOURCES  
00 DEPARTMENT

|        |                         | 2014-15<br>Amount | 2015-16<br>Budget Request |
|--------|-------------------------|-------------------|---------------------------|
| 11-000 | Full Time Employees     | 254,930           | 313,019                   |
| 12-000 | Part Time Employees     | 0                 | 0                         |
| 13-000 | Overtime                | 0                 | 0                         |
| 19-001 | Health Insurance        | 78,641            | 81,822                    |
| 19-002 | Retirement              | 43,214            | 66,462                    |
| 19-004 | Medicare                | 3,696             | 4,539                     |
|        | Salaries and Benefits   | 380,481           | 465,842                   |
| 21-000 | Special Departmental    | 4,250             | 4,250                     |
| 22-000 | Contractual             | 26,739            | 26,739                    |
| 31-000 | Office Operating        | 2,797             | 2,797                     |
| 40-010 | Cellular Services       | 3,100             | 3,110                     |
| 45-000 | Educational             | 7,241             | 7,241                     |
| 51-000 | Advertising             | 6,399             | 6,399                     |
| 53-000 | Membership and Dues     | 1,625             | 1,625                     |
| 54-000 | Allowances              | 5,500             | 5,500                     |
| 56-000 | Local Meetings/Expenses | 2,000             | 2,000                     |
| 68-000 | Sick Leave              | 150,000           | 150,000                   |
| 69-000 | Employee Service Awards | 12,736            | 12,736                    |
|        | Operating               | 222,387           | 222,397                   |
| 91-000 | Budget Savings          | 0                 | 0                         |
|        | HUMAN RESOURCES         | 602,868           | 688,239                   |

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "21") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|                              |                             |                              |
|------------------------------|-----------------------------|------------------------------|
| Administration<br>Department | Human Resources<br>Division | 121-710-00<br>Account Number |
|------------------------------|-----------------------------|------------------------------|

| Activity Type                       | Potential Vendor                       | Amount       |
|-------------------------------------|--|--------------|
| #1: Employee Development and Events | TBD                                    | 4,000        |
| #2: Labor Poster                    | TBD                                    | 250          |
| #3: HR Software                     | Tyler Tech, Civic Plus, Intranet, Etc. | 0            |
| #4:                                 |  |              |
| #5:                                 |  |              |
| #6:                                 |  |              |
| #7:                                 |  |              |
| #8:                                 |  |              |
| #9:                                 |  |              |
| #10:                                |  |              |
| #11:                                |  |              |
| #12:                                |  |              |
| #13:                                |  |              |
| #14:                                |  |              |
| #15:                                |  |              |
| #16:                                |  |              |
| #17:                                |  |              |
| #18:                                |  |              |
| #19:                                |  |              |
| #20:                                |  |              |
| <b>TOTAL</b>                        |  | <b>4,250</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Contractual (Account "22") Budget Detail**  
*Payments to persons/agencies for services rendered*

|                              |                             |                              |
|------------------------------|-----------------------------|------------------------------|
| Administration<br>Department | Human Resources<br>Division | 121-710-00<br>Account Number |
|------------------------------|-----------------------------|------------------------------|

| Activity Type                       | Potential Vendor                   | Amount |
|-------------------------------------|------------------------------------|--------|
| #1: Pre-employment Physicals        | Dreamweaver, Etc.                  | 6,386  |
| #2: Employee Assistance             | Horizon Health                     | 2,000  |
| #3: Employment Law Related Services | Filarsky, Wallin, Kress, LCW, etc. | 18,353 |
| #4:                                 |                                    |        |
| #5:                                 |                                    |        |
| #6:                                 |                                    |        |
| #7:                                 |                                    |        |
| #8:                                 |                                    |        |
| #9:                                 |                                    |        |
| #10:                                |                                    |        |
| #11:                                |                                    |        |
| #12:                                |                                    |        |
| #13:                                |                                    |        |
| #14:                                |                                    |        |
| #15:                                |                                    |        |
| #16:                                |                                    |        |
| #17:                                |                                    |        |
| #18:                                |                                    |        |
| #19:                                |                                    |        |
| #20:                                |                                    |        |

|              |               |
|--------------|---------------|
| <b>TOTAL</b> | <b>26,739</b> |
|--------------|---------------|

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Educational (Account "45") Budget Detail**  
*Staff training and development*

|                              |                             |                              |
|------------------------------|-----------------------------|------------------------------|
| Administration<br>Department | Human Resources<br>Division | 121-710-00<br>Account Number |
|------------------------------|-----------------------------|------------------------------|

| Member Name                         | Organization                         | Amount       |
|-------------------------------------|--------------------------------------|--------------|
| #1: Training & Development Services | Liebert Cassidy Whitmore (LCW), etc. | 7,241        |
| #2: _____                           | _____                                | _____        |
| #3: _____                           | _____                                | _____        |
| #4: _____                           | _____                                | _____        |
| #5: _____                           | _____                                | _____        |
| #6: _____                           | _____                                | _____        |
| #7: _____                           | _____                                | _____        |
| #8: _____                           | _____                                | _____        |
| #9: _____                           | _____                                | _____        |
| #10: _____                          | _____                                | _____        |
| #11: _____                          | _____                                | _____        |
| #12: _____                          | _____                                | _____        |
| #13: _____                          | _____                                | _____        |
| #14: _____                          | _____                                | _____        |
| #15: _____                          | _____                                | _____        |
| #16: _____                          | _____                                | _____        |
| #17: _____                          | _____                                | _____        |
| #18: _____                          | _____                                | _____        |
| #19: _____                          | _____                                | _____        |
| #20: _____                          | _____                                | _____        |
| <b>TOTAL</b>                        |                                      | <b>7,241</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

CITY OF SAN GABRIEL  
 2015-16 Advertising (Account "51") Budget Detail  
 City expenditures for advertising events

|                              |                             |                              |
|------------------------------|-----------------------------|------------------------------|
| Administration<br>Department | Human Resources<br>Division | 121-710-00<br>Account Number |
|------------------------------|-----------------------------|------------------------------|

| Member Name             | Organization | Amount |
|-------------------------|--------------|--------|
| #1: Job recruitment ads | TBD          | 6,399  |
| #2: _____               | _____        | _____  |
| #3: _____               | _____        | _____  |
| #4: _____               | _____        | _____  |
| #5: _____               | _____        | _____  |
| #6: _____               | _____        | _____  |
| #7: _____               | _____        | _____  |
| #8: _____               | _____        | _____  |
| #9: _____               | _____        | _____  |
| #10: _____              | _____        | _____  |
| #11: _____              | _____        | _____  |
| #12: _____              | _____        | _____  |
| #13: _____              | _____        | _____  |
| #14: _____              | _____        | _____  |
| #15: _____              | _____        | _____  |
| #16: _____              | _____        | _____  |
| #17: _____              | _____        | _____  |
| #18: _____              | _____        | _____  |
| #19: _____              | _____        | _____  |
| #20: _____              | _____        | _____  |

|       |  |       |
|-------|--|-------|
| TOTAL |  | 6,399 |
|-------|--|-------|

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Memberships and Dues (Account "53") Budget Detail**  
*Amounts paid for membership in various organizations*

|                |                 |                |
|----------------|-----------------|----------------|
| Administration | Human Resources | 121-710-00     |
| Department     | Division        | Account Number |

| <u>Member Name</u>    | <u>Organization</u>        | <u>Amount</u> |
|-----------------------|----------------------------|---------------|
| #1: 1 Staff Member    | SPLRC                      | 150           |
| #2: 1 Staff Member    | CALPELRA                   | 350           |
| #3: 1 Staff Member    | SHRM                       | 185           |
| #4: Agency Membership | IPMA-HR                    | 390           |
| #5: 4 Staff Members   | SCPMA-HR                   | 100           |
| #6: 1 Staff Member    | PRIMA                      | 385           |
| #7: 1 Staff Member    | PRIMA - California Chapter | 65            |
| #8:                   |                            |               |
| #9:                   |                            |               |
| #10:                  |                            |               |
| #11:                  |                            |               |
| #12:                  |                            |               |
| #13:                  |                            |               |
| #14:                  |                            |               |
| #15:                  |                            |               |
| #16:                  |                            |               |
| #17:                  |                            |               |
| #18:                  |                            |               |
| #19:                  |                            |               |
| #20:                  |                            |               |
| <b>TOTAL</b>          |                            | <b>1,625</b>  |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Allowances (Account "54") Budget Detail**  
*Primarily for attendance of conferences and meetings*

|                |                 |                |
|----------------|-----------------|----------------|
| Administration | Human Resources | 121-710-00     |
| Department     | Division        | Account Number |

| <u>Activity Type</u>                 | <u>Organization</u>     | <u>Amount</u>                |
|--------------------------------------|-------------------------|------------------------------|
| #1: Educational Forum (1 Attendee)   | CalPERS                 | 1,500                        |
| #2: Annual Conference (1 Attendee)   | CJPIA                   | 1,000                        |
| #3: Annual Conference (1 Attendee)   | CALPELRA                | 1,600                        |
| #4: Annual Conference (1 Attendee)   | PRIMA (Risk Management) | 1,200                        |
| #5: Annual Conference (2 Attendees)  | SCPMA-HR                | 200                          |
| #6: Western Region Annual Conference | IPMA-HR                 | 0                            |
| #7: _____                            | _____                   | _____                        |
| #8: _____                            | _____                   | _____                        |
| #9: _____                            | _____                   | _____                        |
| #10: _____                           | _____                   | _____                        |
| #11: _____                           | _____                   | _____                        |
| #12: _____                           | _____                   | _____                        |
| #13: _____                           | _____                   | _____                        |
| #14: _____                           | _____                   | _____                        |
| #15: _____                           | _____                   | _____                        |
| #16: _____                           | _____                   | _____                        |
| #17: _____                           | _____                   | _____                        |
| #18: _____                           | _____                   | _____                        |
| #19: _____                           | _____                   | _____                        |
| #20: _____                           | _____                   | _____                        |
| <b>TOTAL</b>                         |                         | <b><u><u>\$5,500</u></u></b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Local Meeting Expenses (Account "56") Budget Detail**  
*Expenses to attend local meetings*

|                              |                             |                              |
|------------------------------|-----------------------------|------------------------------|
| Administration<br>Department | Human Resources<br>Division | 121-710-00<br>Account Number |
|------------------------------|-----------------------------|------------------------------|

| Activity Type                     | Potential Vendor | Amount       |
|-----------------------------------|------------------|--------------|
| #1: Refreshments, Materials, Etc. | TBD              | 2,000        |
| #2: _____                         | _____            | _____        |
| #3: _____                         | _____            | _____        |
| #4: _____                         | _____            | _____        |
| #5: _____                         | _____            | _____        |
| #6: _____                         | _____            | _____        |
| #7: _____                         | _____            | _____        |
| #8: _____                         | _____            | _____        |
| #9: _____                         | _____            | _____        |
| #10: _____                        | _____            | _____        |
| #11: _____                        | _____            | _____        |
| #12: _____                        | _____            | _____        |
| #13: _____                        | _____            | _____        |
| #14: _____                        | _____            | _____        |
| #15: _____                        | _____            | _____        |
| #16: _____                        | _____            | _____        |
| #17: _____                        | _____            | _____        |
| #18: _____                        | _____            | _____        |
| #19: _____                        | _____            | _____        |
| #20: _____                        | _____            | _____        |
| <b>TOTAL</b>                      |                  | <b>2,000</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

CITY OF SAN GABRIEL  
 2015-16 Employee Recognition Program (Account "69") Budget Detail  
*Employee recognition program*

|                              |                             |                              |
|------------------------------|-----------------------------|------------------------------|
| Administration<br>Department | Human Resources<br>Division | 121-710-00<br>Account Number |
|------------------------------|-----------------------------|------------------------------|

| Activity Type                    | Potential Vendor          | Amount        |
|----------------------------------|---------------------------|---------------|
| #1: Employee Recognition Plaques | Custom Glass Etching      | 1,500         |
| #2: Employee Gifts               | 4Imprint, Lands End, etc. | 1,500         |
| #3: Employee Holiday Luncheon    | TBD                       | 5,000         |
| #4: Employee Service Awards      | Entenmann Rovin           | 4,736         |
| #5:                              |                           |               |
| #6:                              |                           |               |
| #7:                              |                           |               |
| #8:                              |                           |               |
| #9:                              |                           |               |
| #10:                             |                           |               |
| #11:                             |                           |               |
| #12:                             |                           |               |
| #13:                             |                           |               |
| #14:                             |                           |               |
| #15:                             |                           |               |
| #16:                             |                           |               |
| #17:                             |                           |               |
| #18:                             |                           |               |
| #19:                             |                           |               |
| #20:                             |                           |               |
| <b>TOTAL</b>                     |                           | <b>12,736</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

# CITY CLERK'S DEPARTMENT

## **City Clerk (Summary/Overview)**

The City Clerk's Department is the official record-keeping and holder of the City Seal; is responsible for public noticing, preparing and distributing Council agendas and minutes; and conducting city elections. In 2015-16, the department will hire its first appointed Chief City Clerk to serve in conjunction with the elected City Clerk and provide public education programs in collaboration with San Gabriel schools, such as PATH (local history) and Youth in Government.

## **City Clerk (Cost Center Summary)**

The City Clerk's Department is a dynamic information and service center within the municipal government whose services impact a diverse clientele, including the general public, media, and other governmental entities, and upon which the City Council, all city departments, and the general public rely for information regarding the operations and legislative history of the City. The City Clerk's Department serves as the liaison between the public and City Council, and provides related municipal services and promotes open government and the democratic process by preserving and maximizing public access to City records. In the coming year, the department will implement a citywide records management program.

## **Election (Cost Center Summary)**

The City Clerk's Department takes pride in a 100-year tradition of locally managed elections, which are conducted every other year for city council seats, as well as the City Clerk and City Treasurer. The Elections cost center provides funding for conduct of those elections, the next of which is expected in March 2017. There will be no allocation for an election this year.

**CITY CLERK  
DEPARTMENT PERFORMANCE MEASUREMENT**

---

| <u>Unit of Measure</u>           | 2013-14<br><u>Actual</u> | 2014-15<br><u>Estimated</u> | <u>Notes</u> |
|----------------------------------|--------------------------|-----------------------------|--------------|
| Public Records Requests Received | 35                       | 75                          |              |

**Key Performance Indicators**

|                                   |        |        |         |
|-----------------------------------|--------|--------|---------|
| Days for Public Records Responses | 7 days | 7 days | average |
|-----------------------------------|--------|--------|---------|

**Outcome Measurement**

Respond to Public Records Requests in  
7 days of fewer

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
702 CITY CLERK  
00 DEPARTMENT

|        |                         | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|-------------------------|---|---|
| 11-000 | Full Time Employees     | 136,253                                 | 252,478                                 |
| 12-000 | Limited Time Employees  | 45,562                                  | 34,106                                  |
| 13-000 | Overtime Employees      | 0                                       | 0                                       |
| 19-001 | Health Insurance        | 27,646                                  | 51,522                                  |
| 19-002 | Retirement              | 20,422                                  | 28,459                                  |
| 19-004 | Medicare                | 2,636                                   | 4,156                                   |
|        | Salaries and Benefits   | 232,519                                 | 370,721                                 |
| 21-000 | Special Departmental    | 7,397                                   | 7,397                                   |
| 22-000 | Contractual             | 0                                       | 0                                       |
| 31-000 | Office Operating        | 3,990                                   | 3,990                                   |
| 40-007 | Cable                   | 300                                     | 300                                     |
| 40-010 | Cellular Services       | 1,400                                   | 2,000                                   |
| 53-000 | Membership and Dues     | 585                                     | 585                                     |
| 54-000 | Allowances              | 3,844                                   | 3,844                                   |
| 64-009 | Municipal Code Services | 4,000                                   | 4,000                                   |
| 65-000 | Publishing              | 2,000                                   | 2,000                                   |
|        | Operating               | 23,516                                  | 24,116                                  |
| 91-000 | Budget Savings          | 0                                       | 0                                       |
|        | CITY CLERK              | <u>256,035</u>                          | <u>394,837</u>                          |

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "21") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|                              |                        |                              |
|------------------------------|------------------------|------------------------------|
| Administration<br>Department | City Clerk<br>Division | 121-702-00<br>Account Number |
|------------------------------|------------------------|------------------------------|

| <u>Activity Type</u>   | <u>Potential Vendor</u> | <u>Amount</u> |
|--|-------------------------|---------------|
| #1: Youth In Government  | TBD                     | 2,050         |
| #2: PATH   | TBD                     | 700           |
| #3: Special Events (Commissioners Dinner, City Hall Tours, etc.) | TBD                     | 4,647         |
| #4:  |                         |               |
| #5:  |                         |               |
| #6:  |                         |               |
| #7:  |                         |               |
| #8:  |                         |               |
| #9:  |                         |               |
| #10:   |                         |               |
| #11:   |                         |               |
| #12:   |                         |               |
| #13:   |                         |               |
| #14:   |                         |               |
| #15:   |                         |               |
| #16:   |                         |               |
| #17:   |                         |               |
| #18:   |                         |               |
| #19:   |                         |               |
| #20:   |                         |               |
| <b>TOTAL</b>   |                         | <b>7,397</b>  |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Contractual (Account "22") Budget Detail**  
*Amounts paid for membership in various organizations*

|                              |                        |                              |
|------------------------------|------------------------|------------------------------|
| Administration<br>Department | City Clerk<br>Division | 121-702-00<br>Account Number |
|------------------------------|------------------------|------------------------------|

| Member Name                    | Organization        | Amount   |
|--------------------------------|---------------------|----------|
| #1: Laser Fiche                | Intranet            | 0        |
| #2: Records Retention Schedule | David "Cal" Jackson | 0        |
| #3: _____                      | _____               | _____    |
| #4: _____                      | _____               | _____    |
| #5: _____                      | _____               | _____    |
| #6: _____                      | _____               | _____    |
| #7: _____                      | _____               | _____    |
| #8: _____                      | _____               | _____    |
| #9: _____                      | _____               | _____    |
| #10: _____                     | _____               | _____    |
| #11: _____                     | _____               | _____    |
| #12: _____                     | _____               | _____    |
| #13: _____                     | _____               | _____    |
| #14: _____                     | _____               | _____    |
| #15: _____                     | _____               | _____    |
| #16: _____                     | _____               | _____    |
| #17: _____                     | _____               | _____    |
| #18: _____                     | _____               | _____    |
| #19: _____                     | _____               | _____    |
| #20: _____                     | _____               | _____    |
| <b>TOTAL</b>                   |                     | <b>0</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Memberships and Dues (Account "53") Budget Detail**  
*Amounts paid for membership in various organizations*

|                |            |                |
|----------------|------------|----------------|
| Administration | City Clerk | 121-702-00     |
| Department     | Division   | Account Number |

| <u>Member Name</u>  | <u>Organization</u>                   | <u>Amount</u> |
|---------------------|---------------------------------------|---------------|
| #1: 2 Staff Members | Int'l Institutute of Municipal Clerks | 320           |
| #2: 2 Staff Members | City Clerks Assoc of CA/SCCCA         | 165           |
| #3: 1 Staff Member  | Notary                                | 100           |
| #4:                 |                                       |               |
| #5:                 |                                       |               |
| #6:                 |                                       |               |
| #7:                 |                                       |               |
| #8:                 |                                       |               |
| #9:                 |                                       |               |
| #10:                |                                       |               |
| #11:                |                                       |               |
| #12:                |                                       |               |
| #13:                |                                       |               |
| #14:                |                                       |               |
| #15:                |                                       |               |
| #16:                |                                       |               |
| #17:                |                                       |               |
| #18:                |                                       |               |
| #19:                |                                       |               |
| #20:                |                                       |               |
| <b>TOTAL</b>        |                                       | <b>585</b>    |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Allowances (Account "54") Budget Detail**  
*Primarily for attendance of conferences and meetings*

|                              |                        |                              |
|------------------------------|------------------------|------------------------------|
| Administration<br>Department | City Clerk<br>Division | 121-702-00<br>Account Number |
|------------------------------|------------------------|------------------------------|

| Activity Type                        | Organization                   | Amount       |
|--------------------------------------|--------------------------------|--------------|
| #1: Annual Conference (1 Staff)      | CA City Clerks Association     | 1,500        |
| #2: New Law & Election (1 Staff)     | League of CA Cities            | 1,500        |
| #3: Training (FPPC, CPRA, Brown Act) | TBD                            | 844          |
| #4: Annual Conference (1 Staff)      | International Municipal Clerks | 0            |
| #5:                                  |                                |              |
| #6:                                  |                                |              |
| #7:                                  |                                |              |
| #8:                                  |                                |              |
| #9:                                  |                                |              |
| #10:                                 |                                |              |
| #11:                                 |                                |              |
| #12:                                 |                                |              |
| #13:                                 |                                |              |
| #14:                                 |                                |              |
| #15:                                 |                                |              |
| #16:                                 |                                |              |
| #17:                                 |                                |              |
| #18:                                 |                                |              |
| #19:                                 |                                |              |
| #20:                                 |                                |              |
| <b>TOTAL</b>                         |                                | <b>3,844</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Municipal Code Svcs (Account "64-009") Budget Detail**  
*Contracted professional services*

|                              |                        |                              |
|------------------------------|------------------------|------------------------------|
| Administration<br>Department | City Clerk<br>Division | 121-702-00<br>Account Number |
|------------------------------|------------------------|------------------------------|

| Activity Type               | Potential Vendor | Amount       |
|-----------------------------|------------------|--------------|
| #1: Municipal Code Services | American Legal   | 4,000        |
| #2:                         |                  |              |
| #3:                         |                  |              |
| #4:                         |                  |              |
| #5:                         |                  |              |
| #6:                         |                  |              |
| #7:                         |                  |              |
| #8:                         |                  |              |
| #9:                         |                  |              |
| #10:                        |                  |              |
| #11:                        |                  |              |
| #12:                        |                  |              |
| #13:                        |                  |              |
| #14:                        |                  |              |
| #15:                        |                  |              |
| #16:                        |                  |              |
| #17:                        |                  |              |
| #18:                        |                  |              |
| #19:                        |                  |              |
| #20:                        |                  |              |
| <b>TOTAL</b>                |                  | <b>4,000</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Supplemental and Additional Budget Allocation Request**  
**(Please complete one form for each item)**

**Request Number #1**

|                     |                     |                |
|---------------------|---------------------|----------------|
| City Clerk<br>_____ | City Clerk<br>_____ | 121-702-00     |
| Department          | Division            | Account Number |

| <p><b>Activity Type (Check One)</b></p> <p><input checked="" type="checkbox"/> Personnel</p> <p><input type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p>            | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;">Funding Source (Check One)</th> <th style="text-align:left; border-bottom: 1px solid black;">Funding Amount</th> </tr> </thead> <tbody> <tr><td><input type="checkbox"/> General Fund</td><td>_____</td></tr> <tr><td><input type="checkbox"/> Mission Playhouse Imp. Fund</td><td>_____</td></tr> <tr><td><input type="checkbox"/> Parks and Rec Facility Fund</td><td>_____</td></tr> <tr><td><input type="checkbox"/> Proposition "A"</td><td>_____</td></tr> <tr><td><input type="checkbox"/> Proposition "C"</td><td>_____</td></tr> <tr><td><input type="checkbox"/> Redevelopment</td><td>_____</td></tr> <tr><td><input type="checkbox"/> AQMD Trust Fund</td><td>_____</td></tr> <tr><td><input type="checkbox"/> Asset Forfeiture Fund</td><td>_____</td></tr> <tr><td><input type="checkbox"/> State Sup. Law Enforce. Fund</td><td>_____</td></tr> <tr><td><input type="checkbox"/> Gas Tax</td><td>_____</td></tr> <tr><td><input type="checkbox"/> Waste Management Fund</td><td>_____</td></tr> <tr><td><input type="checkbox"/> Increased Fees (Please Specify)</td><td>_____</td></tr> <tr><td><input type="checkbox"/> Other (Please Specify)</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> <tr><td><b>Total Program Cost</b></td><td style="text-align:right; border-top: 1px solid black; border-bottom: 3px double black;"><b>0</b></td></tr> </tbody> </table> | Funding Source (Check One) | Funding Amount | <input type="checkbox"/> General Fund | _____ | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify) | _____ | <input type="checkbox"/> Other (Please Specify) | _____ | _____ | _____ | <b>Total Program Cost</b> | <b>0</b> |
|---|---|----------------------------|----------------|---------------------------------------|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|--|-------|---|-------|-------|-------|---------------------------|----------|
| Funding Source (Check One)  | Funding Amount  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |          |
| <input type="checkbox"/> General Fund   | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |          |
| <input type="checkbox"/> Mission Playhouse Imp. Fund  | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |          |
| <input type="checkbox"/> Parks and Rec Facility Fund  | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |          |
| <input type="checkbox"/> Proposition "A"  | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |          |
| <input type="checkbox"/> Proposition "C"  | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |          |
| <input type="checkbox"/> Redevelopment  | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |          |
| <input type="checkbox"/> AQMD Trust Fund  | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |          |
| <input type="checkbox"/> Asset Forfeiture Fund  | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |          |
| <input type="checkbox"/> State Sup. Law Enforce. Fund   | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |          |
| <input type="checkbox"/> Gas Tax  | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |          |
| <input type="checkbox"/> Waste Management Fund  | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |          |
| <input type="checkbox"/> Increased Fees (Please Specify)  | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |          |
| <input type="checkbox"/> Other (Please Specify)   | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |          |
| _____   | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |          |
| <b>Total Program Cost</b>   | <b>0</b>  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |          |
| <p><b>Program or Item Description:</b></p> <p>Transfer money from Accounts 121-702--00-12-000 and 121-702-00-19-004 to the full-time salary and benefit cost centers in order to "backfill" the vacated Administrative Assistant II position.</p> |   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |          |

|  |
|--|
| <p><b>Justification</b></p> <p>The City Clerk's Department shared a full-time Administrative Assistant II position with the Mission Playhouse Department that was funded 60% by the City Clerk's Department and 40% by the Mission Playhouse. This position is now vacant and both departments have agreed to split the funding. As a result, the City Clerk's Department retains the full-time position and is "backfilling" the Playhouse's 40% of the funding with existing part-time monies. Specifically, the City Clerk's limited service account (121-702-00-12-000) and medicare account (121-702-00-19-004) has been reduced by \$34,055 and \$494 respectively, totalling \$34,549, which has been transferred to the full-time salary and benefits cost centers to make the full-time position's funding "whole." There is NO cost or position impact to this change.</p> |
|--|

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
708 ELECTION  
00 DEPARTMENT

|        |                        | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|------------------------|---|---|
| 11-000 | Full Time Employees    | 112,197                                 | 27,270                                  |
| 12-000 | Limited Time Employees | 0                                       | 0                                       |
| 13-000 | Overtime Employees     | 0                                       | 0                                       |
| 19-001 | Health Insurance       | 32,462                                  | 5,725                                   |
| 19-002 | Retirement             | 14,000                                  | 3,124                                   |
| 19-004 | Medicare               | 1,627                                   | 395                                     |
|        | Salaries and Benefits  | 160,286                                 | 36,514                                  |
| 21-000 | Special Departmental   | 14,000                                  | 0                                       |
| 22-000 | Contractual            | 70,000                                  | 0                                       |
| 31-000 | Office Operating       | 5,800                                   | 0                                       |
| 64-000 | Professional Services  | 10,200                                  | 0                                       |
|        | Operating              | 100,000                                 | 0                                       |
| 91-000 | Budget Savings         | 0                                       | 0                                       |
|        | ELECTION               | <u>260,286</u>                          | <u>36,514</u>                           |

## DEPARTMENT DIVISION DESCRIPTIONS

### Finance

The Finance Department uses state of the art accounting and management practices to fund, account, administer and audit the City's funds in accordance with State and Federal laws. Its functions include the City Treasurer, information technology, purchasing, general services, insurance premium and risk management funds. In FY 2015-16 the Department will continue to improve the budget, implement the second phase of a Citywide technology plan, grow a prudent reserve, and redesign the city's website into a modern and effective source of information.

### Treasurer

Provides centralized cashiering and collections; performs investment functions under direction of the Director of Finance; issues special events permits; administers the City's business license program; generates billings for various receivables; and prepares the monthly Investment Report. In FY 2015-16, the cost center will manage the two new debt investment fund earnings, and appropriately expend it throughout the upcoming fiscal year.

### Information Technology

Concurrent with the Strategic Plan, the Information Technology division provides support designed to accommodate the City's non-safety department computer hardware, software, email, Local Area Network (LAN), Wide Area Network (WAN), wireless, cable, telecommunications, voice/video technology, GIS, and internet service requirements. In FY 2015-16, the cost center will redesign the city's website, conduct a telecommunications cost review, install server virtualization, and disk space expansion.

### Purchasing

Procures services, supplies, and equipment for City departments; coordinates bidding procedures; maintains warehouse inventory, tags and conducts inventory of fixed assets; and coordinates sale of surplus items no longer needed by the City. Provide an efficient system of purchasing, while maintaining appropriate controls.

### **General Services**

The General Services Division of Finance is a support function for all departments. General Services maintain the city's office supplies, break room supplies, copier supplies and operate the mailroom. Continue to provide an effective and resourceful service to aid the City by helping it function more efficiently.

### **Insurance Premiums**

Centralized cost center to pay for insurance to the City's Risk Management Fund for all operating departments in the General Fund. This includes worker's compensation, unemployment insurance, liability insurance, property insurance, bonds, life insurance, pollution insurance, long term disability insurance, and vision insurance.

### **Risk Management**

Administers group health, welfare and retirement benefits plans for active employees and retirees. Evaluates and monitors the City's risk of loss, minimizing the financial impact of such risks to the lowest feasible level; procures and administers the City's liability and environmental insurance programs. Retrospective deposit balances owed to the City's liability and environmental insurance programs from previous years.

## FINANCE

### DEPARTMENT PERFORMANCE MEASUREMENT

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| <u>Unit of Measure</u>                       | 2013-14<br><u>Actual</u> | 2014-15<br><u>Estimated</u> | <u>Notes</u>                        |
|--|--------------------------|-----------------------------|-------------------------------------|
| Business Licenses Processed                  | 3,817                    | 3,874                       |                                     |
| Number of Invoices Paid                      | 8,417                    | 9,140                       |                                     |
| Overnight Parking Applications Processed     | 1,604                    | 1,635                       |                                     |
| Register Transactions                        | 23,459                   | 25,094                      |                                     |
| Number of City Website Visitors              | 195,557                  | 277,736                     |                                     |
| <br><b><u>Key Performance Indicators</u></b> |                          |                             |                                     |
| Audit Opinion                                | Unmodified               | Unmodified                  | Accordance with all requirements    |
| GFOA Awards for Financial Reporting          | 24th                     | 25th                        | Consecutively earned award          |
| Number of Audit Findings                     | 1                        | 0                           |                                     |
| Average Days from Month-End to Closing       | 33                       | 30                          | Duration to issue financial reports |
| <br><b><u>Outcome Measurement</u></b>        |                          |                             |                                     |
| Available Reserve                            | 10%                      | 10%                         | General Fund reserve balance        |
| Launch Mobile App                            | ***                      | 8/5/2014                    | Completed & available for download  |

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
703 CITY TREASURER  
00 DEPARTMENT

|        |                        | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|------------------------|---|---|
| 11-000 | Full Time Employees    | 101,199                                 | 112,412                                 |
| 12-000 | Limited Time Employees | 0                                       | 0                                       |
| 13-000 | Overtime Employees     | 0                                       | 0                                       |
| 19-001 | Health Insurance       | 35,144                                  | 34,568                                  |
| 19-002 | Retirement             | 16,045                                  | 19,947                                  |
| 19-004 | Medicare               | 1,467                                   | 1,630                                   |
|        | Salaries and Benefits  | 153,855                                 | 168,557                                 |
| 33-000 | Vehicle Operating      | 1,100                                   | 1,100                                   |
| 53-000 | Membership and Dues    | 300                                     | 300                                     |
|        | Operating              | 1,400                                   | 1,400                                   |
| 91-000 | Budget Savings         | 0                                       | 0                                       |
|        | CITY TREASURER         | <u>155,255</u>                          | <u>169,957</u>                          |

**CITY OF SAN GABRIEL**  
**2015-16 Memberships and Dues (Account "53") Budget Detail**  
*Amounts paid for membership in various organizations*

|            |                |                |
|------------|----------------|----------------|
| Finance    | City Treasurer | 121-703-00     |
| Department | Division       | Account Number |

| <u>Member Name</u> | <u>Organization</u>                | <u>Amount</u> |
|--------------------|------------------------------------|---------------|
| #1: City Treasurer | California Municipal Treas. Assn   | 125           |
| #2: City Treasurer | Assoc. Public Treas. U.S. & Canada | 175           |
| #3:                |                                    |               |
| #4:                |                                    |               |
| #5:                |                                    |               |
| #6:                |                                    |               |
| #7:                |                                    |               |
| #8:                |                                    |               |
| #9:                |                                    |               |
| #10:               |                                    |               |
| #11:               |                                    |               |
| #12:               |                                    |               |
| #13:               |                                    |               |
| #14:               |                                    |               |
| #15:               |                                    |               |
| #16:               |                                    |               |
| #17:               |                                    |               |
| #18:               |                                    |               |
| #19:               |                                    |               |
| #20:               |                                    |               |
| <b>TOTAL</b>       |                                    | <b>300</b>    |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
706 FINANCE  
00 DEPARTMENT

|        |                        | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|------------------------|---|---|
| 11-000 | Full Time Employees    | 444,621                                 | 495,907                                 |
| 12-000 | Limited Time Employees | 0                                       | 13,420                                  |
| 13-000 | Overtime Employees     | 764                                     | 764                                     |
| 19-001 | Health Insurance       | 118,716                                 | 114,891                                 |
| 19-002 | Retirement             | 69,950                                  | 87,336                                  |
| 19-004 | Medicare               | 6,458                                   | 7,397                                   |
|        | Salaries and Benefits  | 640,509                                 | 719,715                                 |
| 21-000 | Special Departmental   | 11,500                                  | 11,500                                  |
| 22-000 | Contractual            | 93,335                                  | 63,335                                  |
| 31-000 | Office Operating       | 13,243                                  | 13,243                                  |
| 33-000 | Vehicle Operating      | 5,000                                   | 5,000                                   |
| 33-060 | Vehicle Replacement    | 8,000                                   | 16,000                                  |
| 40-010 | Cellular Services      | 1,100                                   | 1,100                                   |
| 45-000 | Educational            | 9,000                                   | 9,000                                   |
| 53-000 | Membership and Dues    | 940                                     | 940                                     |
| 54-000 | Allowances             | 9,685                                   | 9,685                                   |
| 64-007 | Auditing Services      | 28,300                                  | 28,300                                  |
| 64-011 | Sales Tax Auditing     | 8,200                                   | 8,200                                   |
| 64-012 | Animal Control         | 157,300                                 | 177,020                                 |
|        | Operating              | 345,603                                 | 343,323                                 |
| 91-000 | Budget Savings         | 0                                       | 0                                       |
|        | FINANCE                | <u>986,112</u>                          | <u>1,063,038</u>                        |

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "21") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|                       |                     |                              |
|-----------------------|---------------------|------------------------------|
| Finance<br>Department | Finance<br>Division | 121-706-00<br>Account Number |
|-----------------------|---------------------|------------------------------|

| <u>Activity Type</u>             | <u>Potential Vendor</u>     | <u>Amount</u> |
|----------------------------------|-----------------------------|---------------|
| #1: Check Stock                  | Tyler Business Forms        | 500           |
| #2: Business License Form Stock  | Quality Printing & Graphics | 500           |
| #3: Cash Receipt Forms           | J. Richard Tawes Company    | 500           |
| #4: Parking Decals               | Rydin Decal                 | 750           |
| #5: W-2 and 1099 Forms           | Tyler Business Forms        | 250           |
| #6: I.T. Governance              | Client First                | 6,600         |
| #7: I.T. Sustainability Planning | Client First                | 2,400         |
| #8:                              |                             |               |
| #9:                              |                             |               |
| #10:                             |                             |               |
| #11:                             |                             |               |
| #12:                             |                             |               |
| #13:                             |                             |               |
| #14:                             |                             |               |
| #15:                             |                             |               |
| #16:                             |                             |               |
| #17:                             |                             |               |
| #18:                             |                             |               |
| #19:                             |                             |               |
| #20:                             |                             |               |
| <b>TOTAL</b>                     |                             | <b>11,500</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Contractual (Account "22") Budget Detail**  
*Payments to persons/agencies for services rendered*

|                       |                     |                              |
|-----------------------|---------------------|------------------------------|
| Finance<br>Department | Finance<br>Division | 121-706-00<br>Account Number |
|-----------------------|---------------------|------------------------------|

| <u>Activity Type</u>                              | <u>Potential Vendor</u>                  | <u>Amount</u>                   |
|---|--|---------------------------------|
| #1: <u>Financial Software Suite Maintenance</u>   | <u>Eden Systems</u>                      | <u>30,000</u>                   |
| #2: <u>Business Software Maintenance</u>          | <u>Hdl</u>                               | <u>5,000</u>                    |
| #3: <u>Cash Receipting Software Maintenance</u>   | <u>Quadrant</u>                          | <u>2,500</u>                    |
| #4: <u>Street Report</u>                          | <u>Ca. State Controller's Office</u>     | <u>2,000</u>                    |
| #5: <u>Coin Sorter/Counter Maint. Agreement</u>   | <u>Alpha Electronics</u>                 | <u>300</u>                      |
| #6: <u>Third Party Custodial Services</u>         | <u>Citizens Business Bank</u>            | <u>3,000</u>                    |
| #7: <u>State Mandated Costs Reimb. Services</u>   | <u>Cost Recovery Specialists</u>         | <u>9,500</u>                    |
| #8: <u>CAFR Reporting Package</u>                 | <u>Hdl Companies</u>                     | <u>600</u>                      |
| #9: <u>Copier</u>                                 | <u>Ricoh</u>                             | <u>500</u>                      |
| #10: <u>Financial/Actuarial Consulting (OPEB)</u> | <u>Martha Lasser &amp; Epler Company</u> | <u>9,935</u>                    |
| #11: _____  | _____                                    |                                 |
| #12: _____  | _____                                    |                                 |
| #13: _____  | _____                                    |                                 |
| #14: _____  | _____                                    |                                 |
| #15: _____  | _____                                    |                                 |
| #16: _____  | _____                                    |                                 |
| #17: _____  | _____                                    |                                 |
| #18: _____  | _____                                    |                                 |
| #19: _____  | _____                                    |                                 |
| #20: _____  | _____                                    |                                 |
| <br><b>TOTAL</b>                                  |  | <br><b><u><u>63,335</u></u></b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Memberships and Dues (Account "53") Budget Detail**  
*Amounts paid for membership in various organizations*

|            |          |                |
|------------|----------|----------------|
| Finance    | Finance  | 121-706-00     |
| Department | Division | Account Number |

| <u>Member Name</u>                   | <u>Organization</u>  | <u>Amount</u> |
|--------------------------------------|----------------------|---------------|
| #1: Finance Director                 | G.F.O.A.             | 125           |
| #2: Finance Director                 | C.S.M.F.O.           | 110           |
| #3: Finance Director                 | C.M.T.A.             | 125           |
| #4: Finance Director                 | A.P.T.-U.S. & Canada | 75            |
| #5: Financial Services Manager       | G.F.O.A.             | 125           |
| #6: Financial Services Manager       | C.S.M.F.O.           | 110           |
| #7: Financial Services Manager       | C.M.T.A.             | 125           |
| #8: Management Analyst               | M.M.A.S.C.           | 60            |
| #9: Revenue Collection Administrator | C.R.M.T.A.           | 85            |
| #10:                                 |                      |               |
| #11:                                 |                      |               |
| #12:                                 |                      |               |
| #13:                                 |                      |               |
| #14:                                 |                      |               |
| #15:                                 |                      |               |
| #16:                                 |                      |               |
| #17:                                 |                      |               |
| #18:                                 |                      |               |
| #19:                                 |                      |               |
| #20:                                 |                      |               |
| <b>TOTAL</b>                         |                      | <b>940</b>    |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Allowances (Account "54") Budget Detail**  
*Primarily for attendance of conferences and meetings*

|                       |                     |                              |
|-----------------------|---------------------|------------------------------|
| Finance<br>Department | Finance<br>Division | 121-706-00<br>Account Number |
|-----------------------|---------------------|------------------------------|

| <u>Activity Type</u>  | <u>Organization</u>                   | <u>Amount</u> |
|-----------------------|---------------------------------------|---------------|
| #1: Annual Conference | EDEN Financial Systems                | 2,500         |
| #2: Annual Conference | Ca. Society Municipal Finance Officer | 2,500         |
| #3: Annual Conference | Ca. Municipal Treasurer's Assn        | 2,500         |
| #4: Annual Conference | Government Finance Officers Assn      | 1,500         |
| #5: Annual Conference | Assoc. of Public Treasurer's          | 0             |
| #6: Local Meetings    | C.M.T.A.                              | 200           |
| #7: Local Meetings    | C.S.M.F.O.                            | 200           |
| #8: Local Meetings    | TBD                                   | 185           |
| #9: Local Meetings    | C.R.M.T.A.                            | 100           |
| #10:                  |                                       |               |
| #11:                  |                                       |               |
| #12:                  |                                       |               |
| #13:                  |                                       |               |
| #14:                  |                                       |               |
| #15:                  |                                       |               |
| #16:                  |                                       |               |
| #17:                  |                                       |               |
| #18:                  |                                       |               |
| #19:                  |                                       |               |
| #20:                  |                                       |               |
| <b>TOTAL</b>          |                                       | <b>9,685</b>  |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Professional Services (Account "64") Budget Detail**  
*Contracted professional services*

|            |          |                |
|------------|----------|----------------|
| Finance    | Finance  | 121-706-00     |
| Department | Division | Account Number |

| <u>Activity Type</u>                | <u>Vendor</u>            | <u>Amount</u>  |
|-------------------------------------|--------------------------|----------------|
| #1: Annual Financial Audit (64-007) | White Nelson Diehl Evans | 28,300         |
| #2: Sales Tax Auditing (64-011)     | Hdl Companies            | 8,200          |
| #3: Animal Control (64-012)         | S.G.V. Humane Society    | 177,020        |
| #4:                                 |                          |                |
| #5:                                 |                          |                |
| #6:                                 |                          |                |
| #7:                                 |                          |                |
| #8:                                 |                          |                |
| #9:                                 |                          |                |
| #10:                                |                          |                |
| #11:                                |                          |                |
| #12:                                |                          |                |
| #13:                                |                          |                |
| #14:                                |                          |                |
| #15:                                |                          |                |
| #16:                                |                          |                |
| #17:                                |                          |                |
| #18:                                |                          |                |
| #19:                                |                          |                |
| #20:                                |                          |                |
| <b>TOTAL</b>                        |                          | <b>213,520</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #1**

|            |          |                |
|------------|----------|----------------|
| Finance    | Finance  | 121-706-00     |
| Department | Division | Account Number |

| <p><b>Activity Type (Check One)</b></p> <p><input checked="" type="checkbox"/> Personnel</p> <p><input type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p> | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;"><b>Funding Source (Check One)</b></th> <th style="text-align: right; border-bottom: 1px solid black;"><b>Funding Amount</b></th> </tr> </thead> <tbody> <tr><td><input type="checkbox"/> General Fund</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Mission Playhouse Imp. Fund</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Parks and Rec Facility Fund</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "A"</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "C"</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Redevelopment</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> AQMD Trust Fund</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Asset Forfeiture Fund</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> State Sup. Law Enforce. Fund</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Gas Tax</td><td style="text-align: right;">_____</td></tr> <tr><td><input type="checkbox"/> Waste Management Fund</td><td style="text-align: right;">_____</td></tr> <tr><td><input checked="" type="checkbox"/> Increased Fees (Please Specify)<br/><u>Business License Fees/Penalty</u></td><td style="text-align: right; vertical-align: bottom;">13,064</td></tr> <tr><td><input type="checkbox"/> Other (Please Specify)</td><td style="text-align: right;">_____</td></tr> <tr><td>_____</td><td style="text-align: right;">_____</td></tr> <tr> <td style="text-align: right;"><b>Total Program Cost</b></td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;"><b>13,064</b></td> </tr> </tbody> </table> | <b>Funding Source (Check One)</b> | <b>Funding Amount</b> | <input type="checkbox"/> General Fund | _____ | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input checked="" type="checkbox"/> Increased Fees (Please Specify)<br><u>Business License Fees/Penalty</u> | 13,064 | <input type="checkbox"/> Other (Please Specify) | _____ | _____ | _____ | <b>Total Program Cost</b> | <b>13,064</b> |
|--|---|-----------------------------------|-----------------------|---------------------------------------|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|---|--------|---|-------|-------|-------|---------------------------|---------------|
| <b>Funding Source (Check One)</b>  | <b>Funding Amount</b>   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |        |   |       |       |       |                           |               |
| <input type="checkbox"/> General Fund  | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |        |   |       |       |       |                           |               |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |        |   |       |       |       |                           |               |
| <input type="checkbox"/> Parks and Rec Facility Fund   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |        |   |       |       |       |                           |               |
| <input type="checkbox"/> Proposition "A"   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |        |   |       |       |       |                           |               |
| <input type="checkbox"/> Proposition "C"   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |        |   |       |       |       |                           |               |
| <input type="checkbox"/> Redevelopment   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |        |   |       |       |       |                           |               |
| <input type="checkbox"/> AQMD Trust Fund   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |        |   |       |       |       |                           |               |
| <input type="checkbox"/> Asset Forfeiture Fund   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |        |   |       |       |       |                           |               |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |        |   |       |       |       |                           |               |
| <input type="checkbox"/> Gas Tax   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |        |   |       |       |       |                           |               |
| <input type="checkbox"/> Waste Management Fund   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |        |   |       |       |       |                           |               |
| <input checked="" type="checkbox"/> Increased Fees (Please Specify)<br><u>Business License Fees/Penalty</u>  | 13,064  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |        |   |       |       |       |                           |               |
| <input type="checkbox"/> Other (Please Specify)  | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |        |   |       |       |       |                           |               |
| _____  | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |        |   |       |       |       |                           |               |
| <b>Total Program Cost</b>  | <b>13,064</b>   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |        |   |       |       |       |                           |               |
| <p><b>Program or Item Description:</b></p> <p>Part-Time Finance Clerk II<br/>(612 Hours Total Per Year)</p>  |   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |        |   |       |       |       |                           |               |

**Justification**

The Finance Department had this position budgeted until FY 2012-13, but eliminated it due to budgetary necessity. This position will function under general supervision of the Financial Services Manager, the Finance Clerk II will provide customer service, cashiering services, and accounts payable services; issue overnight parking permits and yard sale permits; accept payments for building and planning permits, business licenses, various taxes, and other revenue sources; and perform related responsibilities. This position will use Microsoft Office, Quadrant System's RASWIN cashiering system, HdL Business License system, and Tyler Technology's Eden financial software application just as the Full-time Finance Clerk II and part-time Finance Clerk II do.

Adding this additional counter assistance will allow for increased business license field enforcement and increased services at the Finance Department counter.

City of San Gabriel  
 Finance Clerk II Part-Time  
 2015-16 Fiscal Year

|                       | <u>Acct #</u>     | <u>Annual<br/>Cost</u> | <u>% of Base</u> |
|-----------------------|-------------------|------------------------|------------------|
| <b>BUDGET</b>         |                   |                        |                  |
| Base Salary:          |                   |                        |                  |
| "A & B" Step          | 121-706-00-12-000 | 12,876.72              |                  |
| Sub-total             |                   | 12,876.72              |                  |
| Benefits:             |                   |                        |                  |
| P.E.R.S. Retirement   | 121-706-00-19-002 | -                      | 0.00%            |
| Medicare              | 121-706-00-19-004 | 186.71                 | 1.45%            |
| Flex Benefits         | 121-706-00-19-001 | -                      | 0.00%            |
| Life & ADD Benefits   | 121-706-00-19-001 | -                      | 0.00%            |
| Sub-total             |                   | 186.71                 | 1.45%            |
| Grand Total           |                   | 13,063.43              |                  |
| Covered by Retirement |                   | -                      |                  |
| Net General Fund      |                   | 13,063.43              |                  |

Note:

Salary Grade = 21C

- A = 20.53
- B = 21.55
- C = 22.63
- D = 23.76
- E = 24.95

12 Hour Work Week or 612 Total Hours

CITY OF SAN GABRIEL  
2013-14 SALARY AND WAGES BUDGET

121 GENERAL FUND  
706 FINANCE

| Title                                  | 12-13<br>No. | Adopted<br>Budget | 13-14<br>No. | Adopted<br>Budget |
|--|--------------|-------------------|--------------|-------------------|
| <b>Full Time:</b>                      |              |                   |              |                   |
| Finance Director                       | 1.00         | 154,388           | 1.00         | 158,510           |
| Financial Services Manager             | 2.00         | 140,664           | 2.00         | 157,898           |
| Accountant                             | 1.00         | 55,686            | 1.00         | 57,173            |
| Revenue Collection Administrator       | 1.00         | 66,012            | 1.00         | 67,775            |
| Management Analyst                     | 1.00         | 66,012            | 1.00         | 67,775            |
| Payroll Technician                     | 1.00         | 52,272            |              | -                 |
| Payroll Specialist                     |              | -                 | 1.00         | 46,167            |
| Finance Clerk II                       | 2.00         | 87,786            | 2.00         | 90,130            |
| Bilingual Pay (4)                      |              | 6,000             |              | 4,800             |
| <b>Sub-Total Full Time Salaries</b>    | <b>9.00</b>  | <b>628,820</b>    | <b>9.00</b>  | <b>650,228</b>    |
| <b>Limited Service:</b>                |              |                   |              |                   |
| Finance Clerk II - 612 Hours           |              | 14,945            |              | -                 |
| <b>Sub-Total Limited Service Wages</b> |              | <b>14,945</b>     |              | <b>-</b>          |
| <b>Allocated From:</b>                 |              |                   |              |                   |
| None                                   |              |                   |              | -                 |
| <b>Sub-Total Allocated From</b>        |              |                   |              | <b>-</b>          |

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #2**

|                       |                     |                              |
|-----------------------|---------------------|------------------------------|
| Finance<br>Department | Finance<br>Division | 121-706-00<br>Account Number |
|-----------------------|---------------------|------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input checked="" type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p>                 | <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left;"><u>Funding Source (Check One)</u></th> <th style="text-align:right;"><u>Funding Amount</u></th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> General Fund</td> <td style="text-align:right;">0</td> </tr> <tr> <td><input type="checkbox"/> Mission Playhouse Imp. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Parks and Rec Facility Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "A"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "C"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Redevelopment</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> AQMD Trust Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Asset Forfeiture Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> State Sup. Law Enforce. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Gas Tax</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Waste Management Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Increased Fees (Please Specify)</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Other (Please Specify)</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><b>Total Program Cost</b></td> <td style="text-align:right;"><b>0</b></td> </tr> </tbody> </table> | <u>Funding Source (Check One)</u> | <u>Funding Amount</u> | <input checked="" type="checkbox"/> General Fund | 0 | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify) | _____ | <input type="checkbox"/> Other (Please Specify) | _____ | <b>Total Program Cost</b> | <b>0</b> |
|--|--|-----------------------------------|-----------------------|--|---|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|--|-------|---|-------|---------------------------|----------|
| <u>Funding Source (Check One)</u>  | <u>Funding Amount</u>  |                                   |                       |  |   |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |          |
| <input checked="" type="checkbox"/> General Fund   | 0  |                                   |                       |  |   |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |          |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   | _____  |                                   |                       |  |   |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |          |
| <input type="checkbox"/> Parks and Rec Facility Fund   | _____  |                                   |                       |  |   |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |          |
| <input type="checkbox"/> Proposition "A"   | _____  |                                   |                       |  |   |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |          |
| <input type="checkbox"/> Proposition "C"   | _____  |                                   |                       |  |   |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |          |
| <input type="checkbox"/> Redevelopment   | _____  |                                   |                       |  |   |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |          |
| <input type="checkbox"/> AQMD Trust Fund   | _____  |                                   |                       |  |   |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |          |
| <input type="checkbox"/> Asset Forfeiture Fund   | _____  |                                   |                       |  |   |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |          |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  | _____  |                                   |                       |  |   |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |          |
| <input type="checkbox"/> Gas Tax   | _____  |                                   |                       |  |   |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |          |
| <input type="checkbox"/> Waste Management Fund   | _____  |                                   |                       |  |   |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |          |
| <input type="checkbox"/> Increased Fees (Please Specify)   | _____  |                                   |                       |  |   |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |          |
| <input type="checkbox"/> Other (Please Specify)  | _____  |                                   |                       |  |   |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |          |
| <b>Total Program Cost</b>  | <b>0</b>   |                                   |                       |  |   |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |          |
| <p><b>Program or Item Description:</b></p> <p>Reallocate Funding to cover critical costs:<br/>\$30,000 from Finance Contractual Services<br/>\$10,000 to Animal Control<br/>\$10,000 to Telecommunications Review<br/>\$10,000 to General Supplies</p> |  |                                   |                       |  |   |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |          |

**Justification**

Reallocate Contractual Services Funds previously used for a Cost Allocation Plan to cover increased costs of Animal Control Services (121-706-00-64-012) provided by the San Gabriel Valley Humane Society (\$10,000), to cover the cost for a Telecommunications Cost Review (121-707-00-21-000) in Information Technology (\$10,000) and to cover increase costs for General Services (121-717-00-31-000) for items such as U.S. postage, copier paper and general city-wide supplies (\$10,000).

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
707 INFORMATION TECHNOLOGY  
00 DEPARTMENT

|        |                        | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|------------------------|---|---|
| 11-000 | Full Time Employees    | 0                                       | 0                                       |
| 12-000 | Limited Time Employees | 0                                       | 0                                       |
| 13-000 | Overtime Employees     | 0                                       | 0                                       |
| 19-001 | Health Insurance       | 0                                       | 0                                       |
| 19-002 | Retirement             | 0                                       | 0                                       |
| 19-004 | Medicare               | 0                                       | 0                                       |
|        | Salaries and Benefits  | 0                                       | 0                                       |
| 21-000 | Special Departmental   | 263,300                                 | 273,300                                 |
| 22-000 | Contractual            | 65,100                                  | 65,100                                  |
| 31-000 | Office Operating       | 1,551                                   | 1,551                                   |
| 40-007 | Cable                  | 1,000                                   | 1,500                                   |
|        | Operating              | 330,951                                 | 341,451                                 |
| 91-000 | Budget Savings         | 0                                       | 0                                       |
|        | INFORMATION TECHNOLOGY | <u>330,951</u>                          | <u>341,451</u>                          |

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "21") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|            |                        |                |
|------------|------------------------|----------------|
| Finance    | Information Technology | 121-707-00     |
| Department | Division               | Account Number |

| <u>Activity Type</u>                                   | <u>Potential Vendor</u> | <u>Amount</u>         |
|--|-------------------------|-----------------------|
| #1: <u>Computer/Monitor Replacements</u>               | <u>TBD</u>              | <u>16,000</u>         |
| #2: <u>NAS/SAN Storage Server</u>                      | <u>TBD</u>              | <u>19,600</u>         |
| #3: <u>Web Filter</u>                                  | <u>TBD</u>              | <u>13,500</u>         |
| #4: <u>SQL Server Upgrade</u>                          | <u>TBD</u>              | <u>9,000</u>          |
| #5: <u>Microsoft Server Software</u>                   | <u>TBD</u>              | <u>2,500</u>          |
| #6: <u>Sophos Anivirus Software License</u>            | <u>Sophos</u>           | <u>1,600</u>          |
| #7: <u>Barracuda Spam Filter License</u>               | <u>Barracuda</u>        | <u>1,100</u>          |
| #8: <u>IT User Training and Support (ITMP #6)</u>      | <u>TBD</u>              | <u>10,000</u>         |
| #9: <u>Elect. Document Mgt System (ITMP #11)</u>       | <u>TBD</u>              | <u>25,000</u>         |
| #10: <u>Citizen Request Management (ITMP #31)</u>      | <u>TBD</u>              | <u>5,000</u>          |
| #11: <u>Municipal Area Network/Internet (ITMP #35)</u> | <u>TBD</u>              | <u>36,000</u>         |
| #12: <u>Local Area Network Upgrade (ITMP #38)</u>      | <u>TBD</u>              | <u>35,000</u>         |
| #13: <u>Wi-Fi Improvements (ITMP #41)</u>              | <u>TBD</u>              | <u>6,600</u>          |
| #14: <u>Server Virtualization (ITMP #42)</u>           | <u>TBD</u>              | <u>30,000</u>         |
| #15: <u>Backups (ITMP #43)</u>                         | <u>TBD</u>              | <u>5,000</u>          |
| #16: <u>Disk Space Expansion (ITMP #44)</u>            | <u>TBD</u>              | <u>20,000</u>         |
| #17: <u>I.T. Automation (ITMP #48)</u>                 | <u>TBD</u>              | <u>2,400</u>          |
| #18: <u>Disaster Recovery Planning (ITMP #53)</u>      | <u>TBD</u>              | <u>10,000</u>         |
| #19: <u>Telco Cost Review (ITMP #55)</u>               | <u>TBD</u>              | <u>10,000</u>         |
| #20: <u>Website Redesign</u>                           | <u>Civic Plus</u>       | <u>15,000</u>         |
| <b>TOTAL</b>   |                         | <b><u>273,300</u></b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Contractual (Account "22") Budget Detail**  
*Payments to persons/agencies for services rendered*

|            |                        |                |
|------------|------------------------|----------------|
| Finance    | Information Technology | 121-707-00     |
| Department | Division               | Account Number |

| <u>Activity Type</u>                  | <u>Potential Vendor</u> | <u>Amount</u> |
|---------------------------------------|-------------------------|---------------|
| #1: Phone Maintenance                 | ATT                     | 3,880         |
| #2: Web Site Annual Maintenance       | Civic Plus              | 4,020         |
| #3: Information Technology Consultant | Intranet                | 55,000        |
| #4: Records Scanning                  | Laserfiche              | 1,000         |
| #5: Mobile "App" Annual Maintenance   | Civic Plus              | 1,200         |
| #6: _____                             | _____                   | _____         |
| #7: _____                             | _____                   | _____         |
| #8: _____                             | _____                   | _____         |
| #9: _____                             | _____                   | _____         |
| #10: _____                            | _____                   | _____         |
| #11: _____                            | _____                   | _____         |
| #12: _____                            | _____                   | _____         |
| #13: _____                            | _____                   | _____         |
| #14: _____                            | _____                   | _____         |
| #15: _____                            | _____                   | _____         |
| #16: _____                            | _____                   | _____         |
| #17: _____                            | _____                   | _____         |
| #18: _____                            | _____                   | _____         |
| #19: _____                            | _____                   | _____         |
| #20: _____                            | _____                   | _____         |
| <b>TOTAL</b>                          |                         | <b>65,100</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.



# STAFF REPORT

Date: March 19, 2015

To: Steven A. Preston, FAICP, City Manager

From: Thomas C. Marston, Finance Director

Subject: **Technology Infrastructure Improvements Report**

The City of San Gabriel continues to efficiently and effectively serve the needs of the citizens, businesses, and community. The use of technology is a crucial element in being able to provide this service, so the City endeavors to use it appropriately wherever and whenever it is the most cost effective means to provide convenient, timely and accurate information and service. The use of technology should be designed to improve the productivity of staff and provide the most efficient means to communicate with every citizen and business in the community. It should also be designed to enhance clear communication among the various departments and services of the City so citizens and businesses can easily report problems or concerns and be confident appropriate action will be taken.

In 2014, City staff worked with ClientFirst Technology Consulting, an independent third party with extensive background and experience in technology, to develop the City of San Gabriel's first ever Information Technology Master Plan. This Plan's intention is to help guide the City's technology development over a five year horizon. The Master Plan included a comprehensive outreach to departments to gain an assessment of the existing technologies and staffing, and representatives from all departments worked collaboratively to identify the City's current and future needs. The Information Technology Master Plan was developed for the 2014-15 through 2018-19 fiscal years. The 2015-16 fiscal year Information Technology Report represents no change in allocation from the previous fiscal year, but continues to honor the mandate that the funds be prioritized in a way that will best improve technology from a citywide or base infrastructure standpoint. The identified projects as presented are recommendations for discussion purposes with the intent that they may be refined in the 2015-16 budgeting process.

Attachments:

1. Information Technology Action & Master Plan excerpts

# City of San Gabriel

Finance Dept

Information Tech

121-707-00

| <b>Activity Type</b>          | <b>Vendor</b> | <b>Amount Budgeted</b> |
|-------------------------------|---------------|------------------------|
| Computer Replacement          | TBD           | 16,000                 |
| NAS/SAN Storage Server        | TBD           | 19,600                 |
| Web Filter                    | TBD           | 13,500                 |
| SQL Server Upgrade            | TBD           | 9,000                  |
| Microsoft Server Software     | TBD           | 2,500                  |
| Sophos AntiVirus License      | TBD           | 1,600                  |
| Barracuda Spam Filter license | TBD           | 1,100                  |
|                               |               | <hr/>                  |
|                               |               | \$63,300               |
|                               |               | <hr/> <hr/>            |

## **Budgeted Projects**

|  |             |
|--|-------------|
| User Training and Support                    | 10,000      |
| Electronic Document Management System (EDMS) | 25,000      |
| Citizen Request Management (CRM)             | 5,000       |
| Municipal Area Network                       | 36,000      |
| Local Area Network (LAN) Upgrade             | 35,000      |
| Wifi Maintenance                             | 6,600       |
| Server Virtualization                        | 30,000      |
| Backups                                      | 5,000       |
| Disk Space Expansion                         | 20,000      |
| I.T. Automation                              | 2,400       |
| Disaster Recovery Planning                   | 10,000      |
| Telecommunications Cost Review               | 10,000      |
| Website Redesign                             | 15,000      |
|  | <hr/>       |
|  | \$210,000   |
|  | <hr/> <hr/> |

## Budgeted Projects for Fiscal Year 2015-16 - Finance Department – City of San Gabriel

1. User Training and Support
  - a. SMART Board Training
  - b. Website Training – CivicPlus
    - i. Content management for departments
    - ii. New platform training when the redesign is completed
  - c. IT Help Desk Training - as needed
  - d. OS Training and Support
    - i. Windows 10 release
2. Electronic Document Management System (EDMS)
  - a. Laserfiche Integrations
    - i. Integrate Laserfiche with EDEN (finance application)
  - b. Possible Laserfiche upgrades and components
    - i. Operational Processes
      1. Automate contract management, accounts payable, and more
    - ii. Case Management
      1. Remote access to cases
    - iii. Permitting
      1. Electronically review, issue, and manage permits
    - iv. Agenda Management
      1. Automate agenda packets
3. Citizen Request Management (CRM)
  - a. Implementation of CivicPlus Request Tracker
  - b. End User Training and Support
4. Municipal Area Network
  - a. Annual leasing cost for city's Wide Area Network (WAN)
5. Local Area Network (LAN) Upgrade
  - a. Major upgrades to the city's existing network
    - i. New servers
    - ii. Reorganize server rack and room
6. Wifi Maintenance
  - a. Maintenance cost for City's wifi network
7. Server Virtualization
  - a. Virtualize and consolidate existing servers
    - i. Improve application resources
8. Backups
  - a. Routinely improve maintenance and security
9. Disk Space Expansion
  - a. Increase disk storage
    - i. Getting close to capacity
10. City Pool Computers
  - a. Computers for the city pool area
11. Disaster Recovery Planning (DRP)
  - a. City IT Disaster Recovery Plan
12. Telecommunications Cost Review
  - a. Phone network analysis for possible/upcoming VoIP phone system project
13. Website Redesign
  - a. Redesign the city's website
    - i. New clean look
    - ii. Improve user access to city information – transparency

**BEST PRACTICES**

A best practice is a method that consistently provides results greater than those achieved with other approaches. CLIENTFIRST believes the following best practices will enhance the City’s ability to select, procure, and maintain more effective technology solutions in the future, as well as, improve the overall productivity of staff.

The IT Initiatives addressed within this category, which are explained in greater depth in the *Appendix*, include:

| IT Initiative                       | Description  |
|-------------------------------------|--|
| Return-on-Investment Considerations | Overview showing how to understand ROI opportunities in the City through various technology investments  |
| IT Governance                       | Utilizing an ongoing IT Steering committee to drive technology education, policies and the implementation of the IT Master Plan over the next five years |
| Software Selection                  | Follow best practices needs assessments, evaluation, and procurement when considering new or replacement software solutions                              |
| IT Procurement                      | Using objective best practice procedures for procuring IT investments to ensure independent specifications and best cost/value is obtained for the City  |
| Application Management              | Establish roles and responsibilities for IT, departments, and users to improve overall utilization of software assets maintained by the City             |
| User Training and Support           | Improve ongoing user training to maximize system utilization and gain productivity and efficiencies  |
| Sustainability Planning             | Expand replacement/refreshment policies and related budgeting for all IT assets including departmental applications                                      |
| Maintaining Software Updates        | Maintaining software updates for all applications and operating systems for all users in a timely manner   |
| Social Media Policy                 | Establish rules of conduct for employees that post content on the internet   |



## APPLICATIONS / DEPARTMENTAL SYSTEMS

The Applications/Systems category includes initiatives primarily related to department business applications identified during the needs assessment process. Many of these initiatives and recommendations can have a significant impact on overall productivity, enhanced communications, information sharing, improved constituent service, transparency, and in some cases, cost efficiencies.

The IT Initiatives addressed within this category, which are explained in greater depth in the *Appendix*, include:

| IT Initiative  | Description  |
|--|--|
| Eden Improvements  | Adding functionality to the existing financial/accounting system   |
| EDMS (Electronic Document Management System)<br>LaserFiche | Implementation of advanced document and content management technology to: manage records, document capture, storage and retrieval; provide workflow automation; manage FOIA requests; and provide electronic forms and application capabilities with routing and approvals |
| Citywide GIS Master Plan                                   | Developing master plan and business case for GIS implementation and investment   |
| Mobile Computing   | Increasing productivity by adding remote computing capabilities for staff in various departments   |
| Parks and Recreation System                                | Replacement of under-performing software system to improve customer service and streamline department processes  |
| Work Order / Maintenance Management System                 | System for maintenance and asset management functionalities  |
| Fire RMS   | Consolidating and improving functionality of various systems used by Fire Department   |
| Fleet Management   | Improving Fleet Management software system   |
| Land Management System                                     | Software suite that manages the following: <ul style="list-style-type: none"> <li>•Project Planning / Zoning</li> <li>•Permits</li> <li>•Inspections</li> <li>•Code Enforcement</li> <li>•Business Licensing</li> <li>•Land / Parcel / Address Management</li> </ul>       |
| Theater Management System                                  | System to management theater booking, tracking, billing, and attendance  |



**Gov 2.0 (E-GOVERNMENT)**

Gov 2.0 is a growing body of shared knowledge regarding the utilization of new technologies in combination with creativity, information sharing, and the collaborative process to better serve and interact with the public. The principles of Gov 2.0 include:

- Principle 1** - Serve as the primary source of reliable, accurate, and timely City information, delivered to the customer on his/her platform of choice
- Principle 2** - Maintain a real-time, interactive, and user-centered website that offers easy access to public information and online services
- Principle 3** - Offer opportunities for online civic engagement and social collaboration



The possible benefits of developing such communication methods go beyond just simple release of information. Among the advantages are the following:

- Increased efficiency and cost reduction for public services offered electronically
- Allowance of greater government transparency
- Better informed and more involved public
- More collaborative efforts between the City and the public
- Faster and more convenient access promotes public approval

The IT Initiatives addressed within this category, which are explained in greater depth in the *Appendix*, include:

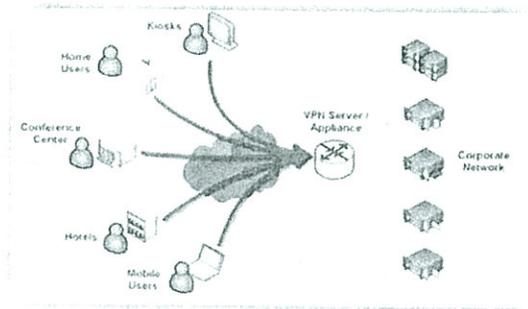
| IT Initiative                    | Description   |
|----------------------------------|---|
| Citizen Request Management (CRM) | Completing implementation of system to track various requests initiated by citizens online or over the phone, including automated internal routing and status reporting |
| Mass Communication               | Simultaneously notify city customers, coaches, instructors, etc. regarding information or status updates  |
| Website Improvements             | Improve and add features to the website to improve customer service and departmental website content management   |

## IT INFRASTRUCTURE

CLIENTFIRST conducted a detailed IT infrastructure assessment, including the network, servers, equipment, inside/outside cable plant, and other communication infrastructures.

The IT Initiatives addressed for this category, which are explained in greater depth in the *Appendix*, include:

| IT Initiative                                  | Description  |
|--|--|
| Construction – IT Planning Needs               | Design and specify IT infrastructure within buildings during design phase  |
| Municipal Area Network (MAN)                   | Design and implement a Municipal Area Network to significantly improve the City network functionality, reliability, performance and reduce redundant hardware and systems. A MAN is also required to implement a single VoIP (networked) telephone system. |
| New Computer Room                              | Improve security and physical infrastructure of the computer room  |
| Remote Access                                  | Provide remote access to computer systems for selected staff use in the field and/or during off hours  |
| Local Area Network (LAN) Upgrade               | Upgrades needed to network   |
| Security Camera Surveillance                   | Improve city security and monitoring systems   |
| Theater IT Infrastructure                      | Implement wireless network versus traditional network cables throughout building as cost effective measure   |
| Wi-Fi  | Allow users to connect wirelessly to City internet in conference rooms and key public locations  |
| Server Virtualization                          | Consolidation of many physical servers to improve application resources and user needs   |
| Backups  | Improved maintenance and security for routine back up procedures   |
| Disk Space Expansion                           | Increase disk storage capabilities which are currently at capacity   |
| IT Infrastructure Consolidation                | Centralize customarily citywide systems across departments that are currently independent of one another   |
| Emergency Operations Center (EOC) Improvements | Replace outdated equipment and retrieval of electronic information   |



## TELECOMMUNICATIONS

Telecommunications initiatives can include technologies and services, such as telephone systems, communications methods, communication services (e.g., telephony, data transmission, etc.), and service costs.

The City implemented a new Mitel VoIP phone system in 2006. The system is being replaced with a NEC SV8100 32 IP package with CPU and power supply at both fire stations.

The IT Initiatives addressed within this category, which are explained in greater depth in the *Appendix*, include:

| IT Initiative                   | Description   |
|---------------------------------|---|
| VoIP Phone System Assessment    | Implement new citywide telephone system after design and implementation of a Municipal Area Network (MAN)                       |
| Telecommunications Costs Review | Evaluation of present telecommunication services (voice and data) to determine possible cost reduction and improved performance |

## IT STAFFING

This category addresses short-term issues facing overall IT staffing resources for the City.

| IT Initiative    | Description   |
|------------------|---|
| IT Staffing      | Assess current staff size, additional staffing needs, and potential solutions |
| GIS Staffing     | Staff needed to administer geographical coordination efforts                  |
| Managed Services | Automation of many routine basic tasks  |

**IT Strategic Master Plan**

Project Initiative Preliminary Suggested Budget Requests

| Initiative #                  | IT Initiative  | 2014 / 2015 | 2015 / 2016 | 2016 / 2017 | 2017 / 2018 | 2018 / 2019 | 2019 / 2020 | 2020 / 2021 | 2021 / 2022 | 2022 / 2023 | 2023 / 2024 |
|-------------------------------|--|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| <b>Best Practices</b>         |  |             |             |             |             |             |             |             |             |             |             |
| 1                             | Return-on-Investment Considerations  |             |             |             |             |             |             |             |             |             |             |
| 2                             | IT Governance  | \$ 6,600    | \$ 6,600    | \$ 6,600    | \$ 6,600    | \$ 6,600    | \$ 6,600    | \$ 6,600    | \$ 6,600    | \$ 6,600    | \$ 6,600    |
| 3                             | Software Selection   |             |             |             |             |             |             |             |             |             |             |
| 4                             | IT Procurement   |             |             |             |             |             |             |             |             |             |             |
| 5                             | Application Management   |             |             |             |             |             |             |             |             |             |             |
| 6                             | User Training and Support  |             | \$ 10,000   | \$ 10,000   | \$ 10,000   | \$ 10,000   | \$ 10,000   | \$ 10,000   | \$ 10,000   | \$ 10,000   | \$ 10,000   |
| 7                             | Sustainability Planning  | \$ 2,400    | \$ 2,400    | \$ 2,400    | \$ 2,400    | \$ 2,400    | \$ 2,400    | \$ 2,400    | \$ 2,400    | \$ 2,400    | \$ 2,400    |
| 8                             | Maintaining Software Updates   |             |             |             |             |             |             |             |             |             |             |
| 9                             | Social Media Policy  |             |             |             |             |             |             |             |             |             |             |
| <b>Applications / Systems</b> |  |             |             |             |             |             |             |             |             |             |             |
| 10                            | Eden Improvements  |             |             | \$ 25,000   | \$ 10,000   | \$ 10,000   | \$ 10,000   | \$ 10,000   | \$ 10,000   | \$ 10,000   | \$ 10,000   |
| 11                            | EDMS (Electronic Document Management System)   | \$ 25,000   | \$ 10,000   | \$ 10,000   | \$ 10,000   | \$ 10,000   | \$ 10,000   | \$ 10,000   | \$ 10,000   | \$ 10,000   | \$ 10,000   |
| 12                            | Citywide GIS Master Plan & Implementation  |             |             | \$ 20,000   | \$ 100,000  | \$ 100,000  | \$ 100,000  | \$ 100,000  | \$ 100,000  | \$ 100,000  | \$ 100,000  |
| 13                            | Mobile Computing   |             |             |             |             |             |             |             |             |             |             |
| 14                            | Parks and Recreation System  |             |             | \$ 20,000   | \$ 50,000   | \$ 10,000   |             |             | \$ 50,000   | \$ 10,000   |             |
| 15                            | Work Order/Maintenance Management System - Comprehensive Software Selection Process including RFP - system could be higher, but don't know until after a process review and feature/function requirement specifications are documented |             | \$ 40,000   | \$ 150,000  | \$ 10,000   | \$ 10,000   | \$ 10,000   | \$ 10,000   | \$ 10,000   | \$ 10,000   | \$ 10,000   |
| 16                            | Fire RMS Improvements  |             | \$ 15,000   | \$ 15,000   | \$ 15,000   | \$ 15,000   | \$ 15,000   | \$ 15,000   | \$ 15,000   | \$ 15,000   | \$ 15,000   |
| 17                            | Fleet Management   |             |             |             | \$ 10,000   |             |             |             |             |             |             |
| 18                            | Land Management System (There are good vendors that could be as high as 500,000 over the first 2-3 years, excluding annual maintenance and support). I'm working on a historical cost matrix based on our last 5 similar projects.     |             |             |             |             |             |             |             |             |             |             |
| 19                            | Theater Management System  |             | \$ 150,000  | \$ 100,000  | \$ 25,000   | \$ 25,000   | \$ 25,000   | \$ 25,000   | \$ 50,000   | \$ 25,000   | \$ 25,000   |
|                               |  | \$ 40,000   | \$ 5,000    | \$ 5,000    | \$ 5,000    |             |             |             | \$ 15,000   | \$ 5,000    |             |

| Initiative #                  | IT Initiative                          | 2014 / 2015 | 2015 / 2016 | 2016 / 2017 | 2017 / 2018 | 2018 / 2019 | 2019 / 2020 | 2020 / 2021 | 2021 / 2022 | 2022 / 2023 | 2023 / 2024 |
|-------------------------------|--|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| 20                            | Pool Filtration System                 |             |             |             |             |             |             | \$ 25,000   | \$ 25,000   | \$ 25,000   |             |
| 21                            | Expanded Centralized Irrigation System |             |             |             | \$ 20,000   | \$ 20,000   | \$ 20,000   | \$ 20,000   |             | \$ 20,000   | \$ 20,000   |
| 22                            | City Intranet                          |             |             |             |             |             |             |             |             |             |             |
| 23                            | Musco Lighting                         |             |             |             |             |             |             |             | \$ 30,000   | \$ 20,000   |             |
| 24                            | VisionAire CAD/RMS Improvements        |             |             |             | \$ 500,000  | \$ 500,000  |             |             |             |             | \$ 100,000  |
| 25                            | Reverse 911                            |             | \$ 50,000   |             |             |             |             |             |             |             |             |
| 26                            | Police Field Reporting                 |             |             |             |             |             | \$ 50,000   | \$ 50,000   |             |             |             |
| 27                            | Pavement Management                    |             |             |             | \$ 25,000   |             |             |             |             |             |             |
| 28                            | Sewer & Storm Drain Management System  |             |             |             |             |             | \$ 35,000   |             |             |             |             |
| 29                            | Traffic Management System              |             |             |             |             |             |             | \$ 25,000   |             |             |             |
| <b>GOV 2.0 (E-GOVERNMENT)</b> |  |             |             |             |             |             |             |             |             |             |             |
| 31                            | Citizen Request Management (CRM)       |             | \$ 5,000    | \$ 5,000    | n/a         | n/a         | n/a         | n/a         | \$ 5,000    | n/a         | n/a         |
| 32                            | Mass Communication                     |             |             |             |             |             |             | \$ 25,000   |             |             |             |
| 33                            | Website Improvements                   |             | n/a         |

| # Initiative              | 2014 / 2015                                    | 2015 / 2016  | 2016 / 2017 | 2017 / 2018 | 2018 / 2019  | 2019 / 2020  | 2020 / 2021 | 2021 / 2022 | 2022 / 2023 | 2023 / 2024 |
|---------------------------|--|--------------|-------------|-------------|--------------|--------------|-------------|-------------|-------------|-------------|
| <b>IT Infrastructure</b>  |  |              |             |             |              |              |             |             |             |             |
| 34                        | Construction - IT Planning Needs               |              | \$ 25,000   |             |              |              |             |             |             |             |
| 35                        | Municipal Area Network/Internet                | \$ 98,500    | \$ 36,000   | \$ 36,000   | \$ 36,000    | \$ 36,000    | \$ 36,000   | \$ 25,000   | \$ 36,000   | \$ 36,000   |
| 36                        | New Computer Room                              |              |             | \$ 76,800   |              |              |             |             |             |             |
| 37                        | Remote Access                                  |              | \$ 5,000    |             |              |              |             |             |             |             |
| 38                        | Local Area Network (LAN) Upgrade               | \$ 35,000    | \$ 35,000   | \$ 10,000   | \$ 10,000    | \$ 10,000    | \$ 25,000   | \$ 25,000   | \$ 25,000   | \$ 25,000   |
| 39                        | Security Camera Surveillance                   |              |             |             |              |              |             |             |             |             |
| 40                        | Theater IT Infrastructure                      |              | \$ 5,000    |             |              |              |             |             |             |             |
| 41                        | Wi-Fi Improvements                             | \$ 39,500    | \$ 39,500   | \$ 10,000   |              |              |             | \$ 10,000   |             |             |
| 42                        | Server Virtualization                          |              | \$ 30,000   |             |              |              |             |             |             |             |
| 43                        | Backups  | \$ 17,000    | \$ 5,000    | \$ 5,000    | \$ 5,000     | \$ 5,000     | \$ 5,000    | \$ 5,000    | \$ 5,000    | \$ 5,000    |
| 44                        | Disk Space Expansion                           |              | \$ 20,000   | \$ 20,000   | \$ 10,000    | \$ 10,000    | \$ 10,000   | \$ 20,000   | \$ 10,000   | \$ 10,000   |
| 45                        | IT Infrastructure Consolidation                |              |             | \$ 10,000   |              |              |             |             | \$ 10,000   |             |
| 46                        | Emergency Operations Center (EOC) Improvements |              |             |             | \$ 15,000    | \$ 15,000    | \$ 15,000   |             |             | \$ 15,000   |
| 47                        | City Pool Computers                            |              | \$ 2,400    | \$ 2,400    | \$ 2,400     | \$ 2,400     | \$ 2,400    | \$ 2,400    | \$ 2,400    | \$ 2,400    |
| <b>IT Operations</b>      |  |              |             |             |              |              |             |             |             |             |
| 48                        | IT Automation                                  | \$ 5,000     | \$ 2,500    | \$ 2,500    | \$ 2,500     | \$ 2,500     | \$ 2,500    | \$ 2,500    | \$ 2,500    | \$ 2,500    |
| 49                        | Help Desk System                               | \$ 5,000     |             |             |              |              |             |             |             |             |
| 50                        | Mobile Technology Management                   |              |             |             | \$ 25,000    | \$ 25,000    | \$ 25,000   |             |             | \$ 25,000   |
| <b>IT Security</b>        |  |              |             |             |              |              |             |             |             |             |
| 51                        | IT Security                                    |              |             | \$ 10,000   | \$ 2,000     | \$ 2,000     | \$ 2,000    | \$ 2,000    | \$ 2,000    | \$ 2,000    |
| 52                        | IT Security Review                             |              | \$ 7,500    |             |              |              |             | \$ 7,500    |             |             |
| 53                        | Disaster Recovery Planning (DRP)               |              | \$ 10,000   | \$ 25,000   | \$ 25,000    | \$ 25,000    | \$ 25,000   | \$ 50,000   | \$ 25,000   |             |
| <b>Telecommunications</b> |  |              |             |             |              |              |             |             |             |             |
| 54                        | VoIP Phone Systems Selection & Implementatin   |              | \$ 20,000   | \$ 75,000   | \$ 50,000    |              |             |             | \$ 75,000   |             |
| 55                        | Telecommunications Costs Review                |              | \$ 10,000   |             |              |              |             |             |             |             |
| <b>IT Staffing</b>        |  |              |             |             |              |              |             |             |             |             |
| 56                        | IT Staffing (Non-Police)                       | \$ 79,000    | \$ 82,950   | \$ 87,098   | \$ 91,452    | \$ 96,025    | \$ 100,826  | \$ 111,161  | \$ 116,719  | \$ 122,555  |
| 57                        | GIS Staffing                                   |              |             |             | \$ 78,000    | \$ 78,000    | \$ 78,000   | \$ 78,000   | \$ 78,000   | \$ 78,000   |
| 58                        | Managed Services - monitoring only costs       |              | \$ 2,400    | \$ 2,400    | \$ 2,400     | \$ 2,400     | \$ 2,400    | \$ 2,400    | \$ 2,400    | \$ 2,400    |
|                           |  | \$ 288,000   | \$ 614,750  | \$ 621,898  | \$ 1,188,552 | \$ 1,138,325 | \$ 648,126  | \$ 668,168  | \$ 715,961  | \$ 634,855  |
|                           |  | 594,000      | 260,350     | 212,518     | 209,518      | 216,869      | 214,588     | 222,692     | 293,702     | 240,137     |
|                           |  | \$ (306,000) | \$ 354,400  | \$ 409,380  | \$ 979,034   | \$ 921,456   | \$ 433,538  | \$ 445,475  | \$ 408,882  | \$ 385,336  |

| Initiative # | IT Initiative                                  | 2014 / 2015 | 2015 / 2016 | 2016 / 2017 | 2017 / 2018 | 2018 / 2019 | 2019 / 2020 | 2020 / 2021 | 2021 / 2022 | 2022 / 2023 | 2023 / 2024 |
|--------------|--|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
|              | <b>Previously Allocated, Funded, Offset, (</b> | <b>2015</b> | <b>2016</b> | <b>2017</b> | <b>2018</b> | <b>2019</b> | <b>2019</b> | <b>2019</b> | <b>2017</b> | <b>2018</b> | <b>2019</b> |
|              | Permits Reserve Fund                           | \$ 50,000   |             |             |             |             |             |             |             |             |             |
|              | IT Best Practices Improvements                 | \$ 9,000    | \$ 9,000    | \$ 9,000    | \$ 9,000    | \$ 9,000    | \$ 9,000    | \$ 9,000    | \$ 9,000    | \$ 9,000    | \$ 9,000    |
|              | IT Infrastructure Improvements                 | \$ 200,000  | \$ 118,000  | \$ 63,500   | \$ 53,500   | \$ 53,500   | \$ 43,500   | \$ 43,500   | \$ 106,000  | \$ 43,500   | \$ 43,500   |
|              | Fire Electronic Patient Care Records           | \$ 6,000    |             |             |             |             |             |             |             |             |             |
|              | Fire Emergency Notification System             | \$ 5,000    |             |             |             |             |             |             |             |             |             |
|              | P.W. Sewer Asset Management                    | \$ 40,000   |             |             |             |             |             |             |             |             |             |
|              | Police Technology Improvements                 | \$ 157,000  |             |             |             |             |             |             |             |             |             |
|              | <b>IT Staffing Costs - Police</b>              |             |             |             |             |             |             |             |             |             |             |
|              | IT Support                                     | \$ 127,000  | \$ 133,350  | \$ 140,018  | \$ 147,018  | \$ 154,369  | \$ 162,088  | \$ 170,192  | \$ 178,702  | \$ 187,637  | \$ 197,019  |
|              |  | \$ 594,000  | \$ 260,350  | \$ 212,518  | \$ 209,518  | \$ 216,869  | \$ 214,588  | \$ 222,692  | \$ 293,702  | \$ 240,137  | \$ 249,519  |

**Notes:**

Preliminary budget estimates include consultants experience from peer projects and estimates and information provided by City staff. Cost/Benefit analysis and detailed needs assessment is still needed for some future year initiatives.

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #1**

|                       |                                    |                              |
|-----------------------|------------------------------------|------------------------------|
| Finance<br>Department | Information Technology<br>Division | 121-707-00<br>Account Number |
|-----------------------|------------------------------------|------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input checked="" type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p>   | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;">Funding Source (Check One)</th> <th style="text-align:right; border-bottom: 1px solid black;">Funding Amount</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> General Fund</td> <td style="text-align:right;">0</td> </tr> <tr> <td><input type="checkbox"/> Mission Playhouse Imp. Fund</td> <td style="text-align:right;"></td> </tr> <tr> <td><input type="checkbox"/> Parks and Rec Facility Fund</td> <td style="text-align:right;"></td> </tr> <tr> <td><input type="checkbox"/> Proposition "A"</td> <td style="text-align:right;"></td> </tr> <tr> <td><input type="checkbox"/> Proposition "C"</td> <td style="text-align:right;"></td> </tr> <tr> <td><input type="checkbox"/> Redevelopment</td> <td style="text-align:right;"></td> </tr> <tr> <td><input type="checkbox"/> AQMD Trust Fund</td> <td style="text-align:right;"></td> </tr> <tr> <td><input type="checkbox"/> Asset Forfeiture Fund</td> <td style="text-align:right;"></td> </tr> <tr> <td><input type="checkbox"/> State Sup. Law Enforce. Fund</td> <td style="text-align:right;"></td> </tr> <tr> <td><input type="checkbox"/> Gas Tax</td> <td style="text-align:right;"></td> </tr> <tr> <td><input type="checkbox"/> Waste Management Fund</td> <td style="text-align:right;"></td> </tr> <tr> <td><input type="checkbox"/> Increased Fees (Please Specify)</td> <td style="text-align:right;"></td> </tr> <tr> <td><input type="checkbox"/> Other (Please Specify)</td> <td style="text-align:right;"></td> </tr> <tr> <td><b>Total Program Cost</b></td> <td style="text-align:right;"><b>0</b></td> </tr> </tbody> </table> | Funding Source (Check One) | Funding Amount | <input checked="" type="checkbox"/> General Fund | 0 | <input type="checkbox"/> Mission Playhouse Imp. Fund |  | <input type="checkbox"/> Parks and Rec Facility Fund |  | <input type="checkbox"/> Proposition "A" |  | <input type="checkbox"/> Proposition "C" |  | <input type="checkbox"/> Redevelopment |  | <input type="checkbox"/> AQMD Trust Fund |  | <input type="checkbox"/> Asset Forfeiture Fund |  | <input type="checkbox"/> State Sup. Law Enforce. Fund |  | <input type="checkbox"/> Gas Tax |  | <input type="checkbox"/> Waste Management Fund |  | <input type="checkbox"/> Increased Fees (Please Specify) |  | <input type="checkbox"/> Other (Please Specify) |  | <b>Total Program Cost</b> | <b>0</b> |
|--|---|----------------------------|----------------|--|---|--|--|--|--|--|--|--|--|--|--|--|--|--|--|---|--|----------------------------------|--|--|--|--|--|---|--|---------------------------|----------|
| Funding Source (Check One)   | Funding Amount  |                            |                |  |   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |          |
| <input checked="" type="checkbox"/> General Fund   | 0   |                            |                |  |   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |          |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   |   |                            |                |  |   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |          |
| <input type="checkbox"/> Parks and Rec Facility Fund   |   |                            |                |  |   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |          |
| <input type="checkbox"/> Proposition "A"   |   |                            |                |  |   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |          |
| <input type="checkbox"/> Proposition "C"   |   |                            |                |  |   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |          |
| <input type="checkbox"/> Redevelopment   |   |                            |                |  |   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |          |
| <input type="checkbox"/> AQMD Trust Fund   |   |                            |                |  |   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |          |
| <input type="checkbox"/> Asset Forfeiture Fund   |   |                            |                |  |   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |          |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  |   |                            |                |  |   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |          |
| <input type="checkbox"/> Gas Tax   |   |                            |                |  |   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |          |
| <input type="checkbox"/> Waste Management Fund   |   |                            |                |  |   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |          |
| <input type="checkbox"/> Increased Fees (Please Specify)   |   |                            |                |  |   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |          |
| <input type="checkbox"/> Other (Please Specify)  |   |                            |                |  |   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |          |
| <b>Total Program Cost</b>  | <b>0</b>  |                            |                |  |   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |          |
| <p><b>Program or Item Description:</b></p> <p>Reallocate Funding to cover critical costs:<br/>           \$30,000 from Finance Contractual Services<br/>           \$10,000 to Animal Control<br/>           \$10,000 to Telecommunications Review<br/>           \$10,000 to General Supplies</p> |   |                            |                |  |   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |          |

|  |
|--|
| <p><b>Justification</b></p> <p>Reallocate Contractual Services Funds previously used for a Cost Allocation Plan to cover increased costs of Animal Control Services (121-706-00-64-012) provided by the San Gabriel Valley Humane Society (\$10,000), to cover the cost for a Telecommunications Cost Review (121-707-00-21-000) in Information Technology (\$10,000) and to cover increase costs for General Services (121-717-00-31-000) for items such as U.S. postage, copier paper and general city-wide supplies (\$10,000).</p> |
|--|

**CITY OF SAN GABRIEL**  
**2015-16 Additional Budget Request**  
(Please complete one form for each item)

**Request Number #2**

|                             |  |                                    |
|-----------------------------|--|------------------------------------|
| Finance<br><hr/> Department | Information Technology<br><hr/> Division | 121-707-00<br><hr/> Account Number |
|-----------------------------|--|------------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input type="checkbox"/> Operating</p> <p><input checked="" type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p> | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;">Funding Source (Check One)</th> <th style="text-align:right; border-bottom: 1px solid black;">Funding Amount</th> </tr> </thead> <tbody> <tr><td><input type="checkbox"/> General Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Mission Playhouse Imp. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Parks and Rec Facility Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "A"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "C"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Redevelopment</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> AQMD Trust Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Asset Forfeiture Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> State Sup. Law Enforce. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Gas Tax</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Waste Management Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input checked="" type="checkbox"/> Increased Fees (Please Specify)</td><td style="text-align:right;">_____</td></tr> <tr><td style="padding-left: 20px;">PEG Fees</td><td style="text-align:right;">30,000</td></tr> <tr><td><input type="checkbox"/> Other (Please Specify)</td><td style="text-align:right;">_____</td></tr> <tr><td colspan="2"> </td></tr> <tr><td><b>Total Program Cost</b></td><td style="text-align:right; border-top: 1px solid black; border-bottom: 3px double black;"><b>30,000</b></td></tr> </tbody> </table> | Funding Source (Check One) | Funding Amount | <input type="checkbox"/> General Fund | _____ | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input checked="" type="checkbox"/> Increased Fees (Please Specify) | _____ | PEG Fees | 30,000 | <input type="checkbox"/> Other (Please Specify) | _____ |  |  | <b>Total Program Cost</b> | <b>30,000</b> |
|--|--|----------------------------|----------------|---------------------------------------|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|---|-------|----------|--------|---|-------|--|--|---------------------------|---------------|
| Funding Source (Check One)   | Funding Amount   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |          |        |   |       |  |  |                           |               |
| <input type="checkbox"/> General Fund  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |          |        |   |       |  |  |                           |               |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |          |        |   |       |  |  |                           |               |
| <input type="checkbox"/> Parks and Rec Facility Fund   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |          |        |   |       |  |  |                           |               |
| <input type="checkbox"/> Proposition "A"   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |          |        |   |       |  |  |                           |               |
| <input type="checkbox"/> Proposition "C"   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |          |        |   |       |  |  |                           |               |
| <input type="checkbox"/> Redevelopment   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |          |        |   |       |  |  |                           |               |
| <input type="checkbox"/> AQMD Trust Fund   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |          |        |   |       |  |  |                           |               |
| <input type="checkbox"/> Asset Forfeiture Fund   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |          |        |   |       |  |  |                           |               |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |          |        |   |       |  |  |                           |               |
| <input type="checkbox"/> Gas Tax   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |          |        |   |       |  |  |                           |               |
| <input type="checkbox"/> Waste Management Fund   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |          |        |   |       |  |  |                           |               |
| <input checked="" type="checkbox"/> Increased Fees (Please Specify)  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |          |        |   |       |  |  |                           |               |
| PEG Fees   | 30,000   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |          |        |   |       |  |  |                           |               |
| <input type="checkbox"/> Other (Please Specify)  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |          |        |   |       |  |  |                           |               |
|  |  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |          |        |   |       |  |  |                           |               |
| <b>Total Program Cost</b>  | <b>30,000</b>  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |          |        |   |       |  |  |                           |               |
| <p><b>Program or Item Description:</b></p> <p>Broadcasting Council Meetings</p>  |  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |          |        |   |       |  |  |                           |               |

**Justification**

This item will fund the necessary broadcasting equipment to televise Council Meetings on the government access network. Funds will be provided through Public, Education, and Government (PEG) cabling fees, and be used in the efforts of cabling and televising Council Meetings.

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
709 PURCHASING  
00 DEPARTMENT

|        |                        | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|------------------------|---|---|
| 11-000 | Full Time Employees    | 139,891                                 | 153,707                                 |
| 12-000 | Limited Time Employees | 0                                       | 0                                       |
| 13-000 | Overtime Employees     | 0                                       | 0                                       |
| 19-001 | Health Insurance       | 34,880                                  | 33,754                                  |
| 19-002 | Retirement             | 23,541                                  | 29,284                                  |
| 19-004 | Medicare               | 2,028                                   | 2,229                                   |
|        | Salaries and Benefits  | 200,340                                 | 218,974                                 |
| 33-000 | Vehicle Operating      | 1,500                                   | 1500                                    |
|        | Operating              | 1,500                                   | 1,500                                   |
| 91-000 | Budget Savings         | 0                                       | 0                                       |
|        | PURCHASING             | <u>201,840</u>                          | <u>220,474</u>                          |

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
717 GENERAL SERVICES  
00 DEPARTMENT

|        |                         | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|-------------------------|---|---|
| 11-000 | Full Time Employees     | 0                                       | 0                                       |
| 12-000 | Limited Time Employees  | 21,529                                  | 24,587                                  |
| 13-000 | Overtime Employees      | 0                                       | 0                                       |
| 19-001 | Health Insurance        | 0                                       | 0                                       |
| 19-002 | Retirement              | 0                                       | 0                                       |
| 19-004 | Medicare                | 312                                     | 357                                     |
|        | Salaries and Benefits   | 21,841                                  | 24,944                                  |
| 22-000 | Contractual             | 16,518                                  | 16,518                                  |
| 31-000 | Office Operating        | 45,692                                  | 55,692                                  |
| 33-000 | Vehicle Operating       | 7,400                                   | 7400                                    |
| 33-060 | Vehicle Replacement     | 8,000                                   | 16000                                   |
|        | Operating               | 77,610                                  | 95,610                                  |
| 91-000 | Budget Savings          | 0                                       | 0                                       |
|        | <b>GENERAL SERVICES</b> | <u>99,451</u>                           | <u>120,554</u>                          |

**CITY OF SAN GABRIEL**  
**2015-16 Contractual (Account "22") Budget Detail**  
*Payments to persons/agencies for services rendered*

|                       |                              |                              |
|-----------------------|------------------------------|------------------------------|
| Finance<br>Department | General Services<br>Division | 121-717-00<br>Account Number |
|-----------------------|------------------------------|------------------------------|

| Activity Type                                  | Potential Vendor      | Amount               |
|--|-----------------------|----------------------|
| #1: <u>IM9220 Copier Maintenance Agreement</u> | <u>OCE/Imagistics</u> | <u>2,318</u>         |
| #2: <u>XC560 Copier Maintenance Agreement</u>  | <u>Xerox</u>          | <u>11,700</u>        |
| #3: <u>Fax Machine Maintenance Agreement</u>   | <u>Panasonic</u>      | <u>500</u>           |
| #4: <u>Mail Machine Maintenance Agreement</u>  | <u>Pitney Bowes</u>   | <u>2,000</u>         |
| #5: _____                                      | _____                 | _____                |
| #6: _____                                      | _____                 | _____                |
| #7: _____                                      | _____                 | _____                |
| #8: _____                                      | _____                 | _____                |
| #9: _____                                      | _____                 | _____                |
| #10: _____                                     | _____                 | _____                |
| #11: _____                                     | _____                 | _____                |
| #12: _____                                     | _____                 | _____                |
| #13: _____                                     | _____                 | _____                |
| #14: _____                                     | _____                 | _____                |
| #15: _____                                     | _____                 | _____                |
| #16: _____                                     | _____                 | _____                |
| #17: _____                                     | _____                 | _____                |
| #18: _____                                     | _____                 | _____                |
| #19: _____                                     | _____                 | _____                |
| #20: _____                                     | _____                 | _____                |
| <b>TOTAL</b>                                   |                       | <b><u>16,518</u></b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Additional Budget Request**  
**(Please complete one form for each item)**

**Request Number #1**

|                             |                                    |                                    |
|-----------------------------|------------------------------------|------------------------------------|
| Finance<br><hr/> Department | General Services<br><hr/> Division | 121-717-00<br><hr/> Account Number |
|-----------------------------|------------------------------------|------------------------------------|

**Activity Type (Check One)**

Personnel

Operating

Special Projects

Capital Outlay

**Program or Item Description:**

Reallocate Funding to cover critical costs:  
 \$30,000 from Finance Contractual Services  
 \$10,000 to Animal Control  
 \$10,000 to Telecommunications Review  
 \$10,000 to General Supplies

| <u>Funding Source (Check One)</u>                        | <u>Funding Amount</u> |
|--|-----------------------|
| <input checked="" type="checkbox"/> General Fund         | 0                     |
| <input type="checkbox"/> Mission Playhouse Imp. Fund     |                       |
| <input type="checkbox"/> Parks and Rec Facility Fund     |                       |
| <input type="checkbox"/> Proposition "A"                 |                       |
| <input type="checkbox"/> Proposition "C"                 |                       |
| <input type="checkbox"/> Redevelopment                   |                       |
| <input type="checkbox"/> AQMD Trust Fund                 |                       |
| <input type="checkbox"/> Asset Forfeiture Fund           |                       |
| <input type="checkbox"/> State Sup. Law Enforce. Fund    |                       |
| <input type="checkbox"/> Gas Tax                         |                       |
| <input type="checkbox"/> Waste Management Fund           |                       |
| <input type="checkbox"/> Increased Fees (Please Specify) |                       |
| <input type="checkbox"/> Other (Please Specify)          |                       |
| <b>Total Program Cost</b>                                | <b>0</b>              |

**Justification**

Reallocate Contractual Services Funds previously used for a Cost Allocation Plan to cover increased costs of Animal Control Services (121-706-00-64-012) provided by the San Gabriel Valley Humane Society (\$10,000), to cover the cost for a Telecommunications Cost Review (121-707-00-21-000) in Information Technology (\$10,000) and to cover increase costs for General Services (121-717-00-31-000) for items such as U.S. postage, copier paper and general city-wide supplies (\$10,000).

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
721 INSURANCE PREMIUM  
00 DEPARTMENT

|        |                                | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|--------------------------------|---|---|
| 11-000 | Full Time Employees            | 0                                       | 0                                       |
| 12-000 | Limited Time Employees         | 0                                       | 0                                       |
| 13-000 | Overtime Employees             | 0                                       | 0                                       |
| 19-001 | Health Insurance               | 0                                       | 0                                       |
| 19-002 | Retirement                     | 0                                       | 0                                       |
| 19-004 | Medicare                       | 0                                       | 0                                       |
|        | Salaries and Benefits          | 0                                       | 0                                       |
| 23-025 | First Aid                      | 5,000                                   | 5,000                                   |
| 60-013 | Worker's Compensation          | 1,600,000                               | 1,600,000                               |
| 60-014 | Unemployment Insurance         | 15,000                                  | 15,000                                  |
| 60-022 | Liability Insurance            | 1,000,000                               | 1,000,000                               |
| 60-023 | Property Insurance             | 50,000                                  | 50,000                                  |
| 60-024 | Bonds                          | 3,000                                   | 3,000                                   |
| 60-025 | Life Insurance                 | 30,000                                  | 30,000                                  |
| 60-026 | Pollution Insurance            | 25,000                                  | 25,000                                  |
| 60-027 | Long Term Disability Insurance | 70,000                                  | 70,000                                  |
| 60-029 | Vision Insurance               | 65,000                                  | 65,000                                  |
|        | Operating                      | 2,863,000                               | 2,863,000                               |
| 91-000 | Budget Savings                 | 0                                       | 0                                       |
|        | INSURANCE PREMIUM              | <u>2,863,000</u>                        | <u>2,863,000</u>                        |

CITY OF SAN GABRIEL  
EXPENDITURES

129 RISK MANAGEMENT FUND  
826 RISK MANAGEMENT  
00 DEPARTMENT

|        |                                | 2014-15<br><u>Adopted Budget</u> | 2015-16<br><u>Budget Request</u> |
|--------|--------------------------------|----------------------------------|----------------------------------|
| 11-000 | Full Time Employees            | 0                                | 0                                |
| 12-000 | Limited Time Employees         | 0                                | 0                                |
| 13-000 | Overtime Employees             | 0                                | 0                                |
| 19-001 | Health Insurance               | 0                                | 0                                |
| 19-002 | Retirement                     | 0                                | 0                                |
| 19-004 | Medicare                       | 0                                | 0                                |
|        | Salaries and Benefits          | 0                                | 0                                |
| 60-019 | Health Insurance               | 1,640,000                        | 1,700,000                        |
| 60-020 | Worker's Compensation          | 1,525,000                        | 1,750,000                        |
| 60-021 | Unemployment Insurance         | 30,000                           | 30,000                           |
| 60-022 | Liability Insurance            | 1,930,000                        | 900,000                          |
| 60-023 | Property Insurance             | 26,000                           | 26,000                           |
| 60-024 | Bonds                          | 3,000                            | 3,000                            |
| 60-025 | Life Insurance                 | 40,000                           | 40,000                           |
| 60-026 | Pollution Insurance            | 10,000                           | 10,000                           |
| 60-027 | Long Term Disability Insurance | 60,000                           | 60,000                           |
| 60-028 | Retiree Health Insurance       | 1,362,757                        | 1,540,019                        |
| 60-029 | Vision Insurance               | 60,000                           | 60,000                           |
|        | Operating                      | 6,686,757                        | 6,119,019                        |
| 91-000 | Budget Savings                 | 0                                | 0                                |
|        | RISK MANAGEMENT                | <u>6,686,757</u>                 | <u>6,119,019</u>                 |

ANNUAL CONTRIBUTION  
2015-16

LIABILITY PROGRAM

LIMITED TO +40.0% AND -20.0% CHANGE FROM PRIOR YEAR

| MEMBER                   | 2014-15<br>Annual<br>Contribution<br>Paid 7/1/14 | Unlimited Share of Funding for 2015-16 |                              |               | Change<br>(4) - (1) | %<br>Change<br>(5) / (1) | Limited<br>Annual<br>Contribution<br>2015-16 | Change<br>(7) - (1) | %<br>Change<br>(8) / (1) |
|--------------------------|--|--|------------------------------|---------------|---------------------|--------------------------|--|---------------------|--------------------------|
|                          |  | (1)<br>Prior Year                      | (2)<br>General<br>Government | (3)<br>Police |                     |                          |  |                     |                          |
| 82 Paramount             | 495,391  | 617,434                                |                              | 617,434       | 122,043             | 24.6%                    | 621,330                                      | 125,939             | 25.4%                    |
| 83 Paso Robles           | 1,083,361  | 763,035                                | 333,430                      | 1,096,465     | 13,104              | 1.2%                     | 1,103,384                                    | 20,023              | 1.8%                     |
| 84 Pico Rivera           | 811,115  | 876,523                                |                              | 876,523       | 65,408              | 8.1%                     | 882,054                                      | 70,939              | 8.7%                     |
| 85 Pismo Beach           | 602,034  | 433,883                                | 146,622                      | 580,505       | (21,529)            | -3.6%                    | 584,168                                      | (17,866)            | -3.0%                    |
| 86 Pomona Valley TA      | 11,013   | 13,867                                 |                              | 13,867        | 2,854               | 25.9%                    | 13,955                                       | 2,942               | 26.7%                    |
| 87 Port Hueneme          | 431,996  | 190,120                                | 265,086                      | 455,206       | 23,210              | 5.4%                     | 458,078                                      | 26,082              | 6.0%                     |
| 88 Poway                 | 698,543  | 664,143                                |                              | 664,143       | (34,400)            | -4.9%                    | 668,334                                      | (30,209)            | -4.3%                    |
| 89 Rancho Palos Verdes   | 323,179  | 395,932                                |                              | 395,932       | 72,753              | 22.5%                    | 398,430                                      | 75,251              | 23.3%                    |
| 90 Rolling Hills         | 22,401   | 13,137                                 |                              | 13,137        | (9,264)             | -41.4%                   | 17,921                                       | (4,480)             | -20.0%                   |
| 91 Rolling Hills Estates | 105,862  | 80,646                                 |                              | 80,646        | (25,216)            | -23.8%                   | 84,690                                       | (21,172)            | -20.0%                   |
| 92 Rosemead              | 358,963  | 300,689                                |                              | 300,689       | (58,274)            | -16.2%                   | 302,586                                      | (56,377)            | -15.7%                   |
| 93 San Clemente          | 1,967,400  | 2,113,582                              |                              | 2,113,582     | 146,182             | 7.4%                     | 2,126,919                                    | 159,519             | 8.1%                     |
| 94 San Dimas             | 280,312  | 260,184                                |                              | 260,184       | (20,128)            | -7.2%                    | 261,826                                      | (18,486)            | -6.6%                    |
| 95 San Gabriel           | 904,708  | 709,028                                | 237,930                      | 946,958       | 42,250              | 4.7%                     | 952,933                                      | 48,225              | 5.3%                     |
| 96 San Juan Capistrano   | 679,159  | 800,256                                |                              | 800,256       | 121,097             | 17.8%                    | 805,306                                      | 126,147             | 18.6%                    |
| 97 San Luis Obispo       | 1,457,697  | 1,382,659                              | 358,216                      | 1,740,875     | 283,178             | 19.4%                    | 1,751,860                                    | 294,163             | 20.2%                    |
| 98 San Marcos            | 888,275  | 817,772                                |                              | 817,772       | (70,503)            | -7.9%                    | 822,932                                      | (65,343)            | -7.4%                    |
| 99 San Marino            | 405,715  | 226,612                                | 169,585                      | 396,197       | (9,518)             | -2.3%                    | 398,697                                      | (7,018)             | -1.7%                    |
| 100 Santa Fe Springs     | 578,143  | 501,757                                |                              | 501,757       | (76,386)            | -13.2%                   | 504,923                                      | (73,220)            | -12.7%                   |
| 101 Santa Paula          | 696,857  | 389,728                                | 410,796                      | 800,524       | 103,667             | 14.9%                    | 805,575                                      | 108,718             | 15.6%                    |
| 102 SCAG                 | 170,722  | 143,776                                |                              | 143,776       | (26,946)            | -15.8%                   | 144,683                                      | (26,039)            | -15.3%                   |
| 103 SEAACA               | 113,690  | 124,071                                |                              | 124,071       | 10,381              | 9.1%                     | 124,854                                      | 11,164              | 9.8%                     |
| 104 Seal Beach           | 516,138  | 257,264                                | 320,946                      | 578,210       | 62,072              | 12.0%                    | 581,859                                      | 65,721              | 12.7%                    |
| 105 Seaside              | 591,821  | 196,324                                | 378,173                      | 574,497       | (17,324)            | -2.9%                    | 578,122                                      | (13,699)            | -2.3%                    |
| 106 Seaside CSD          | 41,407   | 56,562                                 |                              | 56,562        | 15,155              | 36.6%                    | 56,919                                       | 15,512              | 37.5%                    |
| 107 Sierra Madre         | 464,867  | 287,552                                | 211,412                      | 498,964       | 34,097              | 7.3%                     | 502,112                                      | 37,245              | 8.0%                     |
| 108 Signal Hill          | 425,959  | 163,117                                | 318,394                      | 481,511       | 55,552              | 13.0%                    | 484,549                                      | 58,590              | 13.8%                    |

STATISTICS  
ANNUAL CONTRIBUTION  
2015-16

Year over year % change in Limited Annual Contribution  
From 2014-15 to 2015-16  
Number of Members in Each Group

| Group | YOY Change in       |           | Number of  |         | % of           |
|-------|---------------------|-----------|------------|---------|----------------|
|       | Annual Contribution |           | Members    | Members |                |
| A     | limited             | to -20.0% | 7          |         | 6.0%           |
| B     | -19.9%              | to -10.0% | 12         |         | 10.3%          |
| C     | -09.9%              | to 00.0%  | 20         |         | 17.2%          |
| D     | +00.1%              | to +10.0% | 34         |         | 29.3%          |
| E     | +10.1%              | to +20.0% | 23         |         | 19.8%          |
| F     | +20.1%              | to +30.0% | 8          |         | 6.9%           |
| G     | +30.1%              | to +39.9% | 4          |         | 3.4%           |
| H     | limited             | to +40.0% | 8          |         | 6.9%           |
|       |                     |           | <u>116</u> |         | <u>100.00%</u> |

ANNUAL CONTRIBUTION  
2015-16

WC PROGRAM

LIMITED TO +40.0% AND -20.0% CHANGE FROM PRIOR YEAR

| MEMBER | 2014-15<br>Annual<br>Contribution<br>Paid 7/1/14 | Unlimited Share of Funding for 2015-16 |                              |                         | Change<br>(4) - (1) | %<br>Change<br>(5) / (1) | Limited<br>Annual<br>Contribution<br>2015-16 | Change<br>(8) - (7) | %<br>Change<br>(9) / (7) |
|--------|--|--|------------------------------|-------------------------|---------------------|--------------------------|--|---------------------|--------------------------|
|        |  | (1)<br>Prior Year                      | (2)<br>General<br>Government | (3)<br>Public<br>Safety |                     |                          |  |                     |                          |
| 82     | Rosemead   | 326,393                                | 304,772                      |                         | 304,772             | (21,621)                 | 306,140                                      | (20,253)            | -6.2%                    |
| 83     | San Dimas  | 188,520                                | 158,038                      |                         | 158,038             | (30,482)                 | 158,748                                      | (29,772)            | -15.8%                   |
| 84     | San Gabriel                                      | 1,230,080                              | 532,408                      | 973,676                 | 1,506,084           | 276,004                  | 1,512,846                                    | 282,766             | 23.0%                    |
| 85     | San Juan Capistrano                              | 291,112                                | 305,436                      |                         | 305,436             | 14,324                   | 306,807                                      | 15,695              | 5.4%                     |
| 86     | San Luis Obispo                                  | 1,631,585                              | 841,391                      | 1,169,183               | 2,010,574           | 378,989                  | 2,019,601                                    | 388,016             | 23.8%                    |
| 87     | Santa Fe Springs                                 | 1,131,782                              | 285,044                      | 907,005                 | 1,192,049           | 60,267                   | 1,197,401                                    | 65,619              | 5.8%                     |
| 88     | Santa Paula                                      | 672,166                                | 376,587                      | 396,292                 | 772,879             | 100,713                  | 776,349                                      | 104,183             | 15.5%                    |
| 89     | SCAG   | 117,311                                | 146,512                      |                         | 146,512             | 29,201                   | 147,170                                      | 29,859              | 25.5%                    |
| 90     | SEAACA   | 123,371                                | 123,682                      |                         | 123,682             | 311                      | 124,237                                      | 866                 | 0.7%                     |
| 91     | Seal Beach                                       | 484,271                                | 285,488                      | 192,933                 | 478,421             | (5,850)                  | 480,569                                      | (3,702)             | -0.8%                    |
| 92     | Seaside  | 613,283                                | 276,622                      | 386,124                 | 662,746             | 49,463                   | 665,722                                      | 52,439              | 8.6%                     |
| 93     | Sierra Madre                                     | 246,928                                | 134,986                      | 179,162                 | 314,148             | 67,220                   | 315,559                                      | 68,631              | 27.8%                    |
| 94     | Signal Hill                                      | 347,968                                | 146,512                      | 273,764                 | 420,276             | 72,308                   | 422,163                                      | 74,195              | 21.3%                    |
| 95     | Solvang  | 114,098                                | 189,734                      |                         | 189,734             | 75,636                   | 159,737                                      | 45,639              | 40.0%                    |
| 96     | South El Monte                                   | 155,188                                | 166,017                      |                         | 166,017             | 10,829                   | 166,762                                      | 11,574              | 7.5%                     |
| 97     | Temple City                                      | 127,267                                | 180,425                      |                         | 180,425             | 53,158                   | 178,174                                      | 50,907              | 40.0%                    |
| 98     | Ventura Port District                            | 125,234                                | 82,898                       | 86,363                  | 169,261             | 44,027                   | 170,021                                      | 44,787              | 35.8%                    |
| 99     | Villa Park                                       | 12,987                                 | 13,521                       |                         | 13,521              | 534                      | 13,582                                       | 595                 | 4.6%                     |
| 100    | Walnut   | 96,965                                 | 111,270                      |                         | 111,270             | 14,305                   | 111,490                                      | 14,525              | 15.0%                    |
| 101    | Westlake Village                                 | 31,725                                 | 35,243                       |                         | 35,243              | 3,518                    | 35,401                                       | 3,676               | 11.6%                    |
|        | Pool   | \$31,476,982                           | \$22,165,200                 | \$12,870,800            | \$35,036,000        | \$3,559,018              | \$35,036,000                                 | \$3,559,018         | 11.3%                    |

Off-Balance Factor  
Total Reallocation

100.449%  
\$154,956 0.44%

STATISTICS  
ANNUAL CONTRIBUTION  
2015-16

Year over year % change in Limited Annual Contribution  
From 2014-15 to 2015-16  
Number of Members in Each Group

| Group | YOY Change in       |           | Number of  |         | % of          |
|-------|---------------------|-----------|------------|---------|---------------|
|       | Annual Contribution |           | Members    | Members |               |
| A     | limited             | to -20.0% | 2          |         | 2.0%          |
| B     | -19.9%              | to -10.0% | 5          |         | 5.0%          |
| C     | -09.9%              | to 00.0%  | 9          |         | 8.9%          |
| D     | +00.1%              | to +10.0% | 29         |         | 28.7%         |
| E     | +10.1%              | to +20.0% | 25         |         | 24.8%         |
| F     | +20.1%              | to +30.0% | 18         |         | 17.8%         |
| G     | +30.1%              | to +39.9% | 6          |         | 5.9%          |
| H     | limited             | to +40.0% | 7          |         | 6.9%          |
|       |                     |           | <u>101</u> |         | <u>100.0%</u> |

| MEMBER                      | Liability Program            |                           |                             | Workers' Compensation        |                           |                             | Total                        |                           |                             |
|-----------------------------|------------------------------|---------------------------|-----------------------------|------------------------------|---------------------------|-----------------------------|------------------------------|---------------------------|-----------------------------|
|                             | BALANCE AS OF SEPT. 30, 2014 | ANNUAL RETRO ADJ OCT 2014 | ENDING BALANCE OCT. 1, 2014 | BALANCE AS OF SEPT. 30, 2014 | ANNUAL RETRO ADJ OCT 2014 | ENDING BALANCE OCT. 1, 2014 | BALANCE AS OF SEPT. 30, 2014 | ANNUAL RETRO ADJ OCT 2014 | ENDING BALANCE OCT. 1, 2014 |
| 103 San Dimas               |                              | 398,749                   | 398,749                     | 4,201                        | (7,561)                   | (3,360)                     | 4,201                        | 391,188                   | 395,389                     |
| 104 San Gabriel             |                              | 1,207,664                 | 1,207,664                   | (1,040,968)                  | (1,059,509)               | (2,100,477)                 | (1,040,968)                  | 148,155                   | (892,813)                   |
| 105 San Juan Capistrano     | (331,423)                    | 248,383                   | (83,040)                    | 1,330                        | 56,370                    | 57,700                      | (330,093)                    | 304,753                   | (25,340)                    |
| 106 San Luis Obispo         |                              | (403,872)                 | (403,872)                   |                              | (1,000,809)               | (1,000,809)                 |                              | (1,404,681)               | (1,404,681)                 |
| 107 San Marcos              |                              | 608,085                   | 608,085                     |                              |                           |                             |                              | 608,085                   | 608,085                     |
| 108 San Marino              |                              | 44,817                    | 44,817                      |                              |                           |                             |                              | 44,817                    | 44,817                      |
| 109 Santa Fe Springs        |                              | 140,180                   | 140,180                     | 159,174                      | (754,568)                 | (595,394)                   | 159,174                      | (614,388)                 | (455,214)                   |
| 110 Santa Paula             | (2,262,061)                  | 236,176                   | (2,025,885)                 | (172,662)                    | (289,863)                 | (462,525)                   | (2,434,723)                  | (53,687)                  | (2,488,410)                 |
| 111 SCAG                    |                              | 130,124                   | 130,124                     | 37,330                       | (33,943)                  | 3,387                       | 37,330                       | 96,181                    | 133,511                     |
| 112 SEAACA                  | (14,592)                     | 28,203                    | 13,611                      | 4,337                        | 37,593                    | 41,930                      | (10,255)                     | 65,796                    | 55,541                      |
| 113 Seal Beach              |                              | 20,967                    | 20,967                      | 220,829                      | 70,932                    | 291,761                     | 220,829                      | 91,899                    | 312,728                     |
| 114 Seaside                 | (415,548)                    | 609,500                   | 193,952                     | 66,775                       | (93,217)                  | (26,442)                    | (348,773)                    | 516,283                   | 167,510                     |
| 115 Seaside CSD             | (52,742)                     | (6,264)                   | (59,006)                    |                              |                           |                             | (52,742)                     | (6,264)                   | (59,006)                    |
| 116 Sierra Madre            | (1,013,557)                  | 415,578                   | (597,979)                   | 41,934                       | (198,263)                 | (198,263)                   | (1,013,557)                  | 217,315                   | (796,242)                   |
| 117 Signal Hill             | (404,090)                    | 1,001                     | (403,089)                   | 26,020                       | (181,721)                 | (155,701)                   | (362,156)                    | (232,789)                 | (594,945)                   |
| 118 Solvang                 |                              | 44,654                    | 44,654                      |                              |                           |                             | 26,020                       | (137,067)                 | (111,047)                   |
| 119 South El Monte          |                              | 65,980                    | 65,980                      |                              | (21,881)                  | (21,881)                    |                              | 44,099                    | 44,099                      |
| 120 South Pasadena          |                              | (741,916)                 | (741,916)                   | (44,470)                     | (603,941)                 | (648,411)                   | (44,470)                     | (1,345,857)               | (1,390,327)                 |
| 121 Temple City             |                              | 51,551                    | 51,551                      | (29,611)                     | (144,029)                 | (173,640)                   | (29,611)                     | (92,478)                  | (122,089)                   |
| 122 Ventura Port District   |                              | (99,148)                  | (99,148)                    |                              | (189,569)                 | (189,569)                   |                              | (288,717)                 | (288,717)                   |
| 123 Victorville             | (13,962)                     | 207                       | (13,755)                    | (22,513)                     | (62,174)                  | (84,687)                    | (36,475)                     | (61,967)                  | (98,442)                    |
| 124 Villa Park              | (120,228)                    | 36,931                    | (83,297)                    | (4,818)                      | 470                       | (4,348)                     | (125,046)                    | 37,401                    | (87,645)                    |
| 125 Walnut                  |                              | 135,054                   | 135,054                     |                              | (35,349)                  | (35,349)                    |                              | 99,705                    | 99,705                      |
| 126 West Hollywood          | 482,634                      | 1,113,297                 | 1,595,931                   | 177,089                      |                           | 177,089                     | 482,634                      | 1,290,386                 | 1,773,020                   |
| 127 West-Comm               |                              | 12,002                    | 12,002                      |                              |                           |                             |                              | 12,002                    | 12,002                      |
| 128 Westlake Village        |                              | 49,128                    | 49,128                      |                              | (2,625)                   | (2,625)                     |                              | 46,503                    | 46,503                      |
| <b>Net (Deposit)/Refund</b> | <b>(\$29,433,083)</b>        | <b>\$4,724,979</b>        | <b>(\$24,708,104)</b>       | <b>(\$9,344,094)</b>         | <b>(\$8,542,093)</b>      | <b>(\$17,886,187)</b>       | <b>(\$38,777,177)</b>        | <b>(\$3,817,114)</b>      | <b>(\$42,594,291)</b>       |
| Total Deposits              | (30,027,774)                 | (9,849,833)               | (35,641,614)                | (12,156,896)                 | (12,505,713)              | (22,049,577)                | (41,172,426)                 | (16,880,478)              | (52,162,956)                |
| Total Refunds               | 594,692                      | 14,574,812                | 10,933,511                  | 2,812,802                    | 3,963,620                 | 4,163,390                   | 2,395,250                    | 13,063,364                | 9,568,666                   |
| Refund or zero              | 76                           | 84                        | 60                          | 55                           | 40                        | 30                          | 53                           | 70                        | 45                          |
| Additional payment          | 52                           | 44                        | 68                          | 54                           | 69                        | 79                          | 75                           | 58                        | 83                          |

RETROSPECTIVE BALANCES

LIABILITY PROGRAM

| MEMBER                      | BEGINNING<br>BALANCE<br>(DEP)/REF.<br>OCT. 1, 2013<br>(1) | ACTIVITY SINCE OCT. 1, 2013                         |   |  | REMAINING<br>BALANCE<br>(DEP)/REF.<br>SEPT. 30, 2014<br>(5) = (1+2+3+4) | ANNUAL<br>RETRO<br>ADJUSTMENT<br>(DEP)/REF.<br>OCTOBER 2014<br>(6) | ENDING<br>BALANCE<br>(DEP)/REF.<br>OCT. 1, 2014<br>(7) = (5+6) |
|-----------------------------|---|---|---|--|---|--|--|
|                             |   | AMT<br>(DEP)/REF.<br>as of<br>SEPT. 30, 2014<br>(2) | AMT<br>DISCOUNTED<br>as of<br>SEPT. 30, 2014<br>(3) | AMT<br>TRANSFERRED<br>as of<br>SEPT. 30, 2014<br>(4) |   |  |  |
| 75 Marin County MCTF        | (48,749)  |   |   |  |   | (102,968)  | 75   |
| 76 MARTA                    | 94,047  |   |   | (94,047)   | (48,749)  | 88,867   | 76   |
| 77 * Maywood                | (9,377,774)   |   |   |  | (9,377,774)   | 208,142  | 77   |
| 78 Midpeninsula ROSD        | 481,443   | (278,137)   |   | (203,306)  |   | 123,984  | 78   |
| 79 Mission Viejo            | 422,626   | (422,626)   |   |  |   | 245,331  | 79   |
| 80 Monterey Peninsula RPD   | (177,548)   | 40,617  |   |  | (136,931)   | 107,005  | 80   |
| 81 Moorpark                 | (133,272)   | 133,272   |   |  |   | (1,862)  | 81   |
| 82 Morro Bay                | (109,405)   | 109,405   |   |  |   | (20,601)   | 82   |
| 83 Needles                  | (45,512)  | 45,512  |   |  |   | (7,449)  | 83   |
| 84 Norwalk                  | (200,492)   | (28,319)  |   |  | (228,811)   | 4,855  | 84   |
| 85 Ojai                     | 90,131  |   |   | (90,131)   |   | 143,719  | 85   |
| 86 Palm Desert              | 476,271   | (14,031)  |   | (462,240)  |   | 160,855  | 86   |
| 87 Palos Verdes Estates     | (86,381)  | 86,381  |   |  | 4,944   | 9,579  | 87   |
| 88 Palos Verdes TA          | 4,944   |   |   |  |   | (293,417)  | 88   |
| 89 Paramount                | (101,501)   | 101,501   |   |  | (727,893)   | (234,800)  | 89   |
| 90 Paso Robles              | (1,205,310)   | 477,417   |   |  |   | 370,078  | 90   |
| 91 Pico Rivera              | 204,741   | (204,741)   |   |  |   | (261,182)  | 91   |
| 92 Pismo Beach              | (160,272)   | 160,272   |   |  |   | (8,704)  | 92   |
| 93 Pomona Valley TA         | 486   | (486)   |   |  |   | 106,852  | 93   |
| 94 Port Hueneme             | 74,624  |   |   | (74,624)   |   | 384,623  | 94   |
| 95 Poway                    | 85,172  |   |   | (85,172)   |   | 441,888  | 95   |
| 96 Rancho Palos Verdes      | 302,878   | (231,306)   |   | (71,572)   |   | (645,478)  | 96   |
| 97 * Regional Govt Services | (210,034)   |   |   |  | (210,034)   | 33,125   | 97   |
| 98 Rolling Hills            | 28,570  | (22,375)  |   | (6,195)  |   | (54,222)   | 98   |
| 99 Rolling Hills Estates    | 86,994  | (86,994)  |   |  |   | 465,699  | 99   |
| 100 Rosemead                | (602,629)   | 221,528   |   |  | (381,101)   | (962,027)  | 100  |
| 101 San Clemente            | (2,934,001)   | 800,115   |   |  | (2,133,886)   | 398,749  | 101  |
| 102 San Dimas               | 103,412   | (103,412)   |   |  |   | 1,207,664  | 102  |
| 103 San Gabriel             | (1,022,586)   | 1,022,586   |   |  |   | 248,383  | 103  |
| 104 San Juan Capistrano     | (317,180)   | (14,243)  |   |  | (331,423)   | (83,040)   | 104  |
| 105 San Luis Obispo         | (2,064,452)   | 2,064,452   |   |  |   | (403,872)  | 105  |
| 106 San Marcos              | (193,568)   | 193,568   |   |  |   | 608,085  | 106  |
| 107 San Marino              | 117,175   | (117,175)   |   |  |   | 44,817   | 107  |
| 108 Santa Fe Springs        | (39,223)  | 39,223  |   |  |   | 140,180  | 108  |
| 109 Santa Paula             | (2,359,048)   | 96,987  |   |  | (2,262,061)   | 236,176  | 109  |
| 110 SCAG                    | 141,498   | (141,498)   |   |  |   | 130,124  | 110  |
| 111 SEACA                   | (128,256)   | 113,664   |   |  | (14,592)  | 28,203   | 111  |

\* Non-Current Members

## RETROSPECTIVE BALANCES

## WC PROGRAM

| MEMBER                    | ACTIVITY SINCE OCT. 1, 2013                                 |   |   |  | REMAINING<br>BALANCE<br>(DEP)/REFUND<br>SEPT. 30, 2014<br>(5) = (1+2+3+4) | ANNUAL<br>RETRO<br>ADJUSTMENT<br>(DEP)/REFUND<br>OCTOBER 2014<br>(6) | ENDING<br>BALANCE<br>(DEP)/REFUND<br>OCT 1, 2014<br>(7) = (5+6) |
|---------------------------|---|---|---|--|---|--|---|
|                           | BEGINNING<br>BALANCE<br>(DEP)/REFUND<br>OCT. 1, 2013<br>(1) | AMT<br>(DEP)/REF.<br>as of<br>SEPT. 30, 2014<br>(2) | AMT<br>DISCOUNTED<br>as of<br>SEPT. 30, 2014<br>(3) | AMT<br>TRANSFERRED<br>as of<br>SEPT. 30, 2014<br>(4) |   |  |   |
| 65 Maywood                | (1,021,665)   |   |   |  | (1,021,665)   | (23,959)   | (1,045,624)   |
| 66 Midpeninsula ROSD      | (203,306)   |   |   | 203,306  |   | (235,994)  | (235,994)   |
| 67 Mission Viejo          | 68,239  | (17,060)  |   |  | 51,179  | 69,515   | 120,694   |
| 68 Monterey PRPD          | (83,324)  |   |   |  | (83,324)  | 55,133   | (28,191)  |
| 69 Moorpark               | (102,143)   |   |   |  | (102,143)   | (52,228)   | (154,371)   |
| 70 Morro Bay              | (112,536)   |   |   |  | (112,536)   | (115,151)  | (227,687)   |
| 71 Needles                | 212,095   |   |   |  | 212,095   | (395,438)  | (183,343)   |
| 72 Norwalk                | (222,323)   |   |   |  | (222,323)   | 1,055,513  | 833,190   |
| 73 Ojai                   | (169,452)   |   |   | 90,131   | (79,321)  | 103,678  | 24,357  |
| 74 Palm Desert            | (462,240)   |   |   | 462,240  |   | (250,419)  | (250,419)   |
| 75 Palos Verdes Estates   | (217,113)   |   |   |  | (217,113)   | (216,891)  | (434,004)   |
| 76 Paramount              | (129,755)   |   |   |  | (129,755)   | (110,744)  | (240,499)   |
| 77 Paso Robles            | 174,976   | (43,744)  |   |  | 131,232   | (231,277)  | (100,045)   |
| 78 Pico Rivera            | 327,730   | (81,933)  |   |  | 245,797   | (347,839)  | (102,042)   |
| 79 Pismo Beach            | (103,573)   |   |   |  | (103,573)   | (235,965)  | (339,538)   |
| 80 Pomona Valley TA       | 1,782   | (446)   |   |  | 1,336   | 282  | 1,618   |
| 81 Port Hueneme           | (109,167)   |   |   | 74,624   | (34,543)  | (267,288)  | (301,831)   |
| 82 Poway                  | (173,470)   |   |   | 85,172   | (88,298)  | 1,941  | (86,357)  |
| 83 Rancho Palos Verdes    | (71,572)  |   |   | 71,572   |   | (97,750)   | (97,750)  |
| 84 Regional Govt Services | (149,442)   |   |   |  | (149,442)   | (8,277)  | (157,719)   |
| 85 Rolling Hills          | (6,195)   |   |   | 6,195  |   | 933  | 933   |
| 86 Rolling Hills Estates  | 69,539  | (17,385)  |   |  | 52,154  | 33,106   | 85,260  |
| 87 Rosemead               | (725,591)   |   |   |  | (725,591)   | 79,587   | (646,004)   |
| 88 San Dimas              | 5,602   | (1,401)   |   |  | 4,201   | (7,561)  | (3,360)   |
| 89 San Gabriel            | (1,040,968)   |   |   |  | (1,040,968)   | (1,059,509)  | (2,100,477)   |
| 90 San Juan Capistrano    | 1,773   | (443)   |   |  | 1,330   | 56,370   | 57,700  |
| 91 San Luis Obispo        | (442,718)   | 433,864   | 8,854   |  | 159,174   | (1,000,809)  | (1,000,809)   |
| 92 Santa Fe Springs       | 212,232   | (53,058)  |   |  | 172,662   | (754,568)  | (595,394)   |
| 93 Santa Paula            | (172,662)   |   |   |  | (172,662)   | (289,863)  | (462,525)   |
| 94 SCAG                   | 49,773  | (12,443)  |   |  | 37,330  | (33,943)   | 3,387   |
| 95 SEAACA                 | 5,783   | (1,446)   |   |  | 4,337   | 37,593   | 41,930  |
| 96 Seal Beach             | 294,439   | (73,610)  |   |  | 220,829   | 70,932   | 291,761   |



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## Payment Options

Retrospective deposits and refunds have been subject to various payment policies over the years. The following table shows a history of the payment policy by program.

Need Help? Comments?

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Retrospective Deposit  
Payment Policy

| Fiscal Year | Liability Program   | Workers' Compensation  |
|-------------|---|------------------------|
| 2008-09     | Rolling retro: pay 1/8  | Rolling retro: pay 1/8 |
| 2009-10     | Rolling retro: pay 1/8  | Rolling retro: pay 1/8 |
| 2010-11     | No payment required<br>(Discounts offered for voluntary early payments) |                        |
| 2011-12     |   |                        |
| 2012-13     |   |                        |
| 2013-14     | Payment plans start   | No payment required    |
| 2014-15     | Full settlement   | No payment required    |
| 2015-16     | Full settlement   | Payment plans start    |
| 2016-17     | Full settlement   | Full settlement        |

The overall intention of the payment policy since 2010-11 has been to gradually move both programs toward full settlement, meaning, retrospective deposits and/or refunds are to be settled in full on the first annual invoice following the publication of the retrospective adjustment. As a result of the gradual progression to full settlement, which includes optional payment plans, there may be new line items on your agency's annual invoice from the Authority. Below is a list of the 4 line items that could potentially be on your agency's invoice (within each program).

| Invoice Line Item            | What it Pays for                                  |
|------------------------------|---|
| Annual Contribution          | Coverage for the upcoming year                    |
| Retrospective Adjustment     | Full settlement of current retro adjustment       |
| Payment Plan Installment Fee | Financing fee 1.490% - 2.115% (liability program) |

|                                    |   |
|------------------------------------|---|
| Payment Plan Installment Principal | Pays down outstanding balance on all prior retro adjustments which were previously deferred |
|------------------------------------|---|

Optional payment plans were established for the liability program in the spring of 2013 and took effect July 1, 2013. Applicable financing fees began to accrue on July 1, 2013.

Optional payment plans for the workers' compensation program will be established in the spring of 2015 and take effect July 1, 2015. Additional information, including payment plan calculators will be posted in early March.

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## DEPARTMENT DIVISION DESCRIPTIONS

### Fire

The San Gabriel Fire Department saves lives and protects property through its coordinated commitment to fire protection, paramedic services, fire prevention, disaster preparedness and public education. The Fire Department operates two fire stations with a total of 18 firefighters on three shifts. A new Fire Engine was placed into service in 2014-2015 with the latest in safety technology and the best in firefighting and paramedic capability. This apparatus will provide 15 years of dedicated service to the community. In FY 2015-2016, the Fire Department will improve its operational effectiveness through greater collaboration and training with neighboring fire departments. The Three Cities Shared Fire Command will proactively look for further operational efficiencies to meet this goal. The Fire Department will also implement new technologies which will allow firefighters to conduct business in the field. From fire prevention inspections to medical reports to equipment tracking, mobile applications will enhance productivity and service to residents and businesses.

### Emergency Operations Center

The Emergency Operations Center (EOC) provides a facility for specially trained departmental staff to manage and reduce the adverse effect of emergency situations that threaten human life, property, and the environment. City employees are trained in the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS) as required by state and federal laws. A core group of employees from multiple departments have received additional training to become Public Information Officers (PIOs) so that critical information can be accurately and quickly disseminated to the community during a crisis. This improved communications strategy will assist residents in finding shelter locations and basic necessities. This commitment will reduce losses and speed recovery.

### Disaster Preparedness

The Disaster Preparedness Division develops and maintains an emergency management system and local disaster plans in order to coordinate the resources necessary to cope with local emergencies affecting San Gabriel. City leaders consider emergency preparedness by City staff, residents, and business to be critical for the community's readiness and resilience. Through adequate training and exercising, all departments and personnel will be prepared to respond and recover from any situation that may befall San Gabriel. In FY 2015-16, the community database for the emergency notification system will be expanded so that as many residents and business will be able to receive vital information during a disaster. Additionally, a city-wide full scale exercise will take place in conjunction with the Great Shakeout in October 2015.

# Fire

## DEPARTMENT PERFORMANCE MEASUREMENT

| <u>Unit of Measure</u>                          | <u>Actual</u><br><u>2013-14</u> | <u>Estimated</u><br><u>2014-15</u> | <u>Notes</u>  |
|---|---------------------------------|------------------------------------|---|
| Number of Emergency Calls                       |                                 |                                    |   |
| Fire  | 300                             | 305                                |   |
| Medical   | 1861                            | 2016                               |   |
| Service   | 133                             | 130                                |   |
| Number of Medical Transports                    | 1396                            | 1425                               |   |
| Number of Mutual/Automatic Aid Responses        |                                 |                                    |   |
| Given   | 452                             | 466                                |   |
| Received  | 603                             | 615                                |   |
| Number of Fire Prevention Inspections           | 2456                            | 2485                               |   |
| <b><u>Key Performance Indicators</u></b>        |                                 |                                    |   |
| Total Response Times (average)                  |                                 |                                    |   |
| Fire  | 4:16                            | 4:20                               | 5:20 goal for Fire  |
| Medical   | 3:49                            | 3:55                               | 5:00 goal for Medical   |
| Turnout Times (average)                         |                                 |                                    |   |
| Fire  | 0:55                            | 0:58                               | 1:20 goal for Fire  |
| Medical   | 0:43                            | 0:47                               | 1:00 goal for Medical   |
| <b><u>Outcomes Measurement</u></b>              |                                 |                                    |   |
| Response Time                                   | 5:00                            | See above                          | Maintain below 5:00 for Medical and below 5:20 for Fire/Special Ops (NFPA 1710) |
| Percentage of Residential Inspections Completed | 88                              | 91                                 | Goal is 95%   |
| Percentage of Business Inspections Completed    | 91                              | 95                                 | Goal is 95%   |

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
761 FIRE  
00 DEPARTMENT

|        |                        | 2014-15<br><u>Adopted Budget</u> | 2015-16<br><u>Budget Request</u> |
|--------|------------------------|----------------------------------|----------------------------------|
| 11-000 | Full Time Employees    | 3,406,861                        | 3,372,007                        |
| 12-000 | Limited Time Employees | 0                                | 0                                |
| 13-000 | Overtime Employees     | 247,013                          | 247,013                          |
| 19-001 | Health Insurance       | 690,046                          | 667,122                          |
| 19-002 | Retirement             | 1,258,772                        | 1,394,553                        |
| 19-004 | Medicare               | 50,303                           | 48,956                           |
|        | Salaries and Benefits  | 5,652,995                        | 5,729,651                        |
| 21-000 | Special Departmental   | 202,954                          | 202,954                          |
| 22-000 | Contractual            | 217,257                          | 223,057                          |
| 31-000 | Office Operating       | 5,000                            | 5,000                            |
| 33-000 | Vehicle Operating      | 272,000                          | 272,000                          |
| 33-060 | Vehicle Replacement    | 164,000                          | 187,000                          |
| 35-000 | Building Operating     | 15,907                           | 15,907                           |
| 40-003 | Electricity            | 22,000                           | 22,000                           |
| 40-004 | Gas                    | 2,500                            | 2,500                            |
| 40-005 | Telephone              | 30,000                           | 30,000                           |
| 40-006 | Water                  | 5,000                            | 5,000                            |
| 40-007 | Cable                  | 3,500                            | 3,500                            |
| 40-008 | Sewer Service Charge   | 0                                | 598                              |
| 40-010 | Wireless Services      | 5,800                            | 5,800                            |
| 43-000 | Uniforms               | 27,270                           | 27,270                           |
| 45-000 | Educational            | 14,328                           | 14,328                           |
| 53-000 | Membership and Dues    | 2,000                            | 2,000                            |
| 54-000 | Allowances             | 12,350                           | 12,350                           |
| 64-000 | Professional Services  | 389,022                          | 410,062                          |
|        | Operating              | 1,390,888                        | 1,441,326                        |
| 91-000 | Budget Savings         | 0                                | 0                                |
|        | FIRE                   | <u>7,043,883</u>                 | <u>7,170,977</u>                 |

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "21") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|                    |                  |                              |
|--------------------|------------------|------------------------------|
| Fire<br>Department | Fire<br>Division | 121-761-00<br>Account Number |
|--------------------|------------------|------------------------------|

| <u>Activity Type</u>                | <u>Potential Vendor</u>     | <u>Amount</u>  |
|-------------------------------------|-----------------------------|----------------|
| #1: Paramedic Supplies              | Life Assist                 | 81,000         |
| #2: Safety Equipment                | L.N. Curtis Fire Equipment  | 4,800          |
| #3: Turnouts, Cleaning and Repair   | Turnout Maintenance Company | 3,500          |
| #4: Petty Cash Reimbursements       | TBD                         | 4,000          |
| #5: Hardware Supplies               | Mission/Smith/Home Depot    | 4,500          |
| #6: Medical Oxygen                  | Cal Ox                      | 2,000          |
| #7: Radio Equipment                 | CommLine                    | 19,509         |
| #8: Miscellaneous Purchases         | Various                     | 6,623          |
| #9: Medical Equipment Service       | EMSAR Equipment Repair      | 1,800          |
| #10: Equipment Maintenance          | Garvey Equipment Company    | 1,000          |
| #11: Turnouts and Fire Hose         | Globe Manufacturing         | 19,800         |
| #12: Paramedic Training             | CE Solutions                | 4,000          |
| #13: Mandatory Fire Training        | City of Alhambra            | 14,000         |
| #14: Fitness Equipment              | Busy Body                   | 2,000          |
| #15: USAR Equipment and Maintenance | Allied Safety               | 7,000          |
| #16: SCBA's and related equipment   | L.N. Curtis Fire Equipment  | 6,400          |
| #17: Public Education Materials     | Fire Safety Education       | 8,022          |
| #18: Antique Fire Engine Mechanical | Formula One                 | 1,000          |
| #19: Wellness Program               | Santa Ana College           | 1,000          |
| #20: Fire Hose Replacement          | All Star Fire Equipment     | 11,000         |
| <b>TOTAL</b>                        |                             | <b>202,954</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Contractual (Account "22") Budget Detail**  
*Payments to persons/agencies for services rendered*

|                    |                  |                              |
|--------------------|------------------|------------------------------|
| Fire<br>Department | Fire<br>Division | 121-761-00<br>Account Number |
|--------------------|------------------|------------------------------|

| <u>Activity Type</u>                             | <u>Potential Vendor</u>                 | <u>Amount</u>         |
|--|---|-----------------------|
| #1: <u>Verdugo Dispatch Services</u>             | <u>City of Glendale</u>                 | <u>149,924</u>        |
| #2: <u>Annual Termite Inspection and Control</u> | <u>Termite Control Service</u>          | <u>300</u>            |
| #3: <u>Copier Service</u>                        | <u>OCE North American</u>               | <u>3,000</u>          |
| #4: <u>Phone System Maintenance</u>              | <u>IT / VOIP Technologies</u>           | <u>4,500</u>          |
| #5: <u>Medical Education</u>                     | <u>UCLA Center for Prehospital Care</u> | <u>19,550</u>         |
| #6: <u>Air Conditioner Maintenance</u>           | <u>KLM</u>                              | <u>1,135</u>          |
| #7: <u>Background Investigations</u>             | <u>Arroyo Investigations</u>            | <u>7,000</u>          |
| #8: <u>Fire Extinguisher Service</u>             | <u>Cobra Fire Protection</u>            | <u>400</u>            |
| #9: <u>Annual Fire Hydrant Rental</u>            | <u>San Gabriel County Water</u>         | <u>4,000</u>          |
| #10: <u>Employee Physicals/Medicals</u>          | <u>Dreamweaver</u>                      | <u>1,000</u>          |
| #11: <u>Monthly Pest Control</u>                 | <u>Terminix International</u>           | <u>560</u>            |
| #12: <u>Telephone Service</u>                    | <u>ATT</u>                              | <u>1,688</u>          |
| #13: <u>IT Services</u>                          | <u>Robert Moriarty</u>                  | <u>24,000</u>         |
| #14: <u>Electronic Patient Care Records</u>      | <u>Digital EMS</u>                      | <u>6,000</u>          |
| #15: _____                                       | _____                                   | _____                 |
| #16: _____                                       | _____                                   | _____                 |
| #17: _____                                       | _____                                   | _____                 |
| #18: _____                                       | _____                                   | _____                 |
| #19: _____                                       | _____                                   | _____                 |
| #20: _____                                       | _____                                   | _____                 |
| <b>TOTAL</b>                                     |   | <b><u>223,057</u></b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Building Operating (Account "35") Budget Detail**  
*Maintenance and use of physical buildings*

|            |          |                |
|------------|----------|----------------|
| Fire       | Fire     | 121-761-00     |
| Department | Division | Account Number |

| Activity Type                         | Potential Vendor               | Amount        |
|---------------------------------------|--------------------------------|---------------|
| #1: Repair & Maintain Apparatus Doors | Lock-up Gate and Door Security | 4,000         |
| #2: Plumbing Repairs                  | Various                        | 8,867         |
| #3: Minor Facilities Repairs          | Various                        | 3,040         |
| #4:                                   |                                |               |
| #5:                                   |                                |               |
| #6:                                   |                                |               |
| #7:                                   |                                |               |
| #8:                                   |                                |               |
| #9:                                   |                                |               |
| #10:                                  |                                |               |
| #11:                                  |                                |               |
| #12:                                  |                                |               |
| #13:                                  |                                |               |
| #14:                                  |                                |               |
| #15:                                  |                                |               |
| #16:                                  |                                |               |
| #17:                                  |                                |               |
| #18:                                  |                                |               |
| #19:                                  |                                |               |
| #20:                                  |                                |               |
| <b>TOTAL</b>                          |                                | <b>15,907</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Memberships and Dues (Account "53") Budget Detail**  
*Amounts paid for membership in various organizations*

|                    |                  |                              |
|--------------------|------------------|------------------------------|
| Fire<br>Department | Fire<br>Division | 121-761-00<br>Account Number |
|--------------------|------------------|------------------------------|

| <u>Member Name</u>        | <u>Organization</u>                  | <u>Amount</u> |
|---------------------------|--------------------------------------|---------------|
| #1: Paramedic Coordinator | CFCA - EMS Section                   | 150           |
| #2: Department            | Fire Engineering, Firehouse          | 80            |
| #3: Fire Prevention       | Foothill and LA Area Fire Prevention | 125           |
| #4: Deputy Chief          | Foothill Training Officers           | 50            |
| #5: Deputy Chief          | International Assoc of Chiefs        | 1,000         |
| #6: Division Chiefs       | LA Arson, LA Training Officers, etc. | 595           |
| #7:                       |                                      |               |
| #8:                       |                                      |               |
| #9:                       |                                      |               |
| #10:                      |                                      |               |
| #11:                      |                                      |               |
| #12:                      |                                      |               |
| #13:                      |                                      |               |
| #14:                      |                                      |               |
| #15:                      |                                      |               |
| #16:                      |                                      |               |
| #17:                      |                                      |               |
| #18:                      |                                      |               |
| #19:                      |                                      |               |
| #20:                      |                                      |               |
| <b>TOTAL</b>              |                                      | <b>2,000</b>  |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Allowances (Account "54") Budget Detail**  
*Primarily for attendance of conferences and meetings*

|                    |                  |                              |
|--------------------|------------------|------------------------------|
| Fire<br>Department | Fire<br>Division | 121-761-00<br>Account Number |
|--------------------|------------------|------------------------------|

| Activity Type                               | Organization                   | Amount        |
|---|--------------------------------|---------------|
| #1: Annual Conference - Deputy Chief        | Int. Assc. Of Fire Chiefs      | 1,450         |
| #2: Spring Conference - Division Chiefs     | L.A. Area Fire Chiefs          | 500           |
| #3: Fall Conference - Division Chiefs       | L.A. Area Fire Chiefs          | 500           |
| #4: ICA Annual Conference - Fire Chief      | Independent Cities Association | 1,100         |
| #5: Firehouse World Conference - Fire Chief | Firehouse                      | 1,200         |
| #6: USAR Classes                            | North Net                      | 2,000         |
| #7: Training/Certifications - Various       | CICCS                          | 3,500         |
| #8: Classes/Certifications - Various        | State Fire Marshall Approved   | 2,100         |
| #9:   |                                |               |
| #10:  |                                |               |
| #11:  |                                |               |
| #12:  |                                |               |
| #13:  |                                |               |
| #14:  |                                |               |
| #15:  |                                |               |
| #16:  |                                |               |
| #17:  |                                |               |
| #18:  |                                |               |
| #19:  |                                |               |
| #20:  |                                |               |
| <b>TOTAL</b>                                |                                | <b>12,350</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Professional Services (Account "64") Budget Detail**  
*Payments share command staff*

|                    |                  |                              |
|--------------------|------------------|------------------------------|
| Fire<br>Department | Fire<br>Division | 121-761-00<br>Account Number |
|--------------------|------------------|------------------------------|

| <u>Activity Type</u>     | <u>Organization</u> | <u>Amount</u>  |
|--------------------------|---------------------|----------------|
| #1: Shared Command Staff | San Marino          | 325,078        |
| #2: Shared Command Staff | South Pasadena      | 84,984         |
| #3:                      |                     |                |
| #4:                      |                     |                |
| #5:                      |                     |                |
| #6:                      |                     |                |
| #7:                      |                     |                |
| #8:                      |                     |                |
| #9:                      |                     |                |
| #10:                     |                     |                |
| #11:                     |                     |                |
| #12:                     |                     |                |
| #13:                     |                     |                |
| #14:                     |                     |                |
| #15:                     |                     |                |
| #16:                     |                     |                |
| #17:                     |                     |                |
| #18:                     |                     |                |
| #19:                     |                     |                |
| #20:                     |                     |                |
| <b>TOTAL</b>             |                     | <b>410,062</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #1**

|                          |                        |                                    |
|--------------------------|------------------------|------------------------------------|
| Fire<br><hr/> Department | Fire<br><hr/> Division | 121-761-00<br><hr/> Account Number |
|--------------------------|------------------------|------------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input checked="" type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p> | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;"><b>Funding Source (Check One)</b></th> <th style="text-align:right; border-bottom: 1px solid black;"><b>Funding Amount</b></th> </tr> </thead> <tbody> <tr><td><input type="checkbox"/> General Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Mission Playhouse Imp. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Parks and Rec Facility Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "A"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "C"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Redevelopment</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> AQMD Trust Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Asset Forfeiture Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> State Sup. Law Enforce. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Gas Tax</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Waste Management Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input checked="" type="checkbox"/> Increased Fees (Please Specify)<br/>Fire Services</td><td style="text-align:right; vertical-align:bottom;">5,800</td></tr> <tr><td><input type="checkbox"/> Other (Please Specify)</td><td style="text-align:right;">_____</td></tr> <tr><td>_____</td><td style="text-align:right;">_____</td></tr> <tr><td><b>Total Program Cost</b></td><td style="text-align:right; border-top: 1px solid black; border-bottom: 3px double black;"><b>5,800</b></td></tr> </tbody> </table> | <b>Funding Source (Check One)</b> | <b>Funding Amount</b> | <input type="checkbox"/> General Fund | _____ | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input checked="" type="checkbox"/> Increased Fees (Please Specify)<br>Fire Services | 5,800 | <input type="checkbox"/> Other (Please Specify) | _____ | _____ | _____ | <b>Total Program Cost</b> | <b>5,800</b> |
|--|--|-----------------------------------|-----------------------|---------------------------------------|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|--|-------|---|-------|-------|-------|---------------------------|--------------|
| <b>Funding Source (Check One)</b>  | <b>Funding Amount</b>  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |              |
| <input type="checkbox"/> General Fund  | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |              |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |              |
| <input type="checkbox"/> Parks and Rec Facility Fund   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |              |
| <input type="checkbox"/> Proposition "A"   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |              |
| <input type="checkbox"/> Proposition "C"   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |              |
| <input type="checkbox"/> Redevelopment   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |              |
| <input type="checkbox"/> AQMD Trust Fund   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |              |
| <input type="checkbox"/> Asset Forfeiture Fund   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |              |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |              |
| <input type="checkbox"/> Gas Tax   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |              |
| <input type="checkbox"/> Waste Management Fund   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |              |
| <input checked="" type="checkbox"/> Increased Fees (Please Specify)<br>Fire Services   | 5,800  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |              |
| <input type="checkbox"/> Other (Please Specify)  | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |              |
| _____  | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |              |
| <b>Total Program Cost</b>  | <b>5,800</b>   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |       |       |                           |              |

**Program or Item Description:**

Firefighter/Paramedic background checks for entry level FF/PM candidates.

**Justification**

The Fire Department is planning to hire at least four Firefighter / Paramedics to fill current vacancies. Filling these vacancies will allow for more operational flexibility and provide enhanced firefighting and paramedic service to the community which aligns with Strategic Goal #4. The cost of the background investigations is \$1000 per candidate. There are additional costs for medical and psychological evaluations as well as a polygraph test which will run around \$2000 total for the four candidates.

This request represents an increase of \$5800 for this line item. (\$1200 to \$7000)

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #2**

|                    |                  |                              |
|--------------------|------------------|------------------------------|
| Fire<br>Department | Fire<br>Division | 121-761-00<br>Account Number |
|--------------------|------------------|------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input checked="" type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p> | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;"><b>Funding Source (Check One)</b></th> <th style="text-align:right; border-bottom: 1px solid black;"><b>Funding Amount</b></th> </tr> </thead> <tbody> <tr><td><input type="checkbox"/> General Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Mission Playhouse Imp. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Parks and Rec Facility Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "A"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "C"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Redevelopment</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> AQMD Trust Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Asset Forfeiture Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> State Sup. Law Enforce. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Gas Tax</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Waste Management Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input checked="" type="checkbox"/> Increased Fees (Please Specify)<br/>Fire Services</td><td style="text-align:right; vertical-align: bottom;">15,480</td></tr> <tr><td><input type="checkbox"/> Other (Please Specify)</td><td style="text-align:right;">_____</td></tr> <tr><td colspan="2"> </td></tr> <tr> <td style="text-align:right;"><b>Total Program Cost</b></td> <td style="text-align:right; border-top: 1px solid black; border-bottom: 3px double black;"><b>15,480</b></td> </tr> </tbody> </table> | <b>Funding Source (Check One)</b> | <b>Funding Amount</b> | <input type="checkbox"/> General Fund | _____ | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input checked="" type="checkbox"/> Increased Fees (Please Specify)<br>Fire Services | 15,480 | <input type="checkbox"/> Other (Please Specify) | _____ |  |  | <b>Total Program Cost</b> | <b>15,480</b> |
|--|--|-----------------------------------|-----------------------|---------------------------------------|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|--|--------|---|-------|--|--|---------------------------|---------------|
| <b>Funding Source (Check One)</b>  | <b>Funding Amount</b>  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |        |   |       |  |  |                           |               |
| <input type="checkbox"/> General Fund  | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |        |   |       |  |  |                           |               |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |        |   |       |  |  |                           |               |
| <input type="checkbox"/> Parks and Rec Facility Fund   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |        |   |       |  |  |                           |               |
| <input type="checkbox"/> Proposition "A"   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |        |   |       |  |  |                           |               |
| <input type="checkbox"/> Proposition "C"   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |        |   |       |  |  |                           |               |
| <input type="checkbox"/> Redevelopment   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |        |   |       |  |  |                           |               |
| <input type="checkbox"/> AQMD Trust Fund   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |        |   |       |  |  |                           |               |
| <input type="checkbox"/> Asset Forfeiture Fund   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |        |   |       |  |  |                           |               |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |        |   |       |  |  |                           |               |
| <input type="checkbox"/> Gas Tax   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |        |   |       |  |  |                           |               |
| <input type="checkbox"/> Waste Management Fund   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |        |   |       |  |  |                           |               |
| <input checked="" type="checkbox"/> Increased Fees (Please Specify)<br>Fire Services   | 15,480   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |        |   |       |  |  |                           |               |
| <input type="checkbox"/> Other (Please Specify)  | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |        |   |       |  |  |                           |               |
|  |  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |        |   |       |  |  |                           |               |
| <b>Total Program Cost</b>  | <b>15,480</b>  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |        |   |       |  |  |                           |               |
| <p><b>Program or Item Description:</b></p> <p>Shared Command Staff - San Marino</p>  |  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |        |   |       |  |  |                           |               |

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|--|
| <p><b>Justification</b></p> <p>This request is for the annual adjustment to the Shared Fire Command cost with San Marino due to step increases, COLA adjustments, increased PERS costs, and increased benefit costs. This represents a 5% increase. (\$309,598 to \$325,078)</p> |
|--|

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #3**

|                    |                  |                              |
|--------------------|------------------|------------------------------|
| Fire<br>Department | Fire<br>Division | 121-761-00<br>Account Number |
|--------------------|------------------|------------------------------|

| <b>Activity Type (Check One)</b><br><input type="checkbox"/> Personnel<br><input checked="" type="checkbox"/> Operating<br><input type="checkbox"/> Special Projects<br><input type="checkbox"/> Capital Outlay | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;">Funding Source (Check One)</th> <th style="text-align:right; border-bottom: 1px solid black;">Funding Amount</th> </tr> </thead> <tbody> <tr><td><input type="checkbox"/> General Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Mission Playhouse Imp. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Parks and Rec Facility Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "A"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "C"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Redevelopment</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> AQMD Trust Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Asset Forfeiture Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> State Sup. Law Enforce. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Gas Tax</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Waste Management Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input checked="" type="checkbox"/> Increased Fees (Please Specify)<br/>Fire Services</td><td style="text-align:right; vertical-align: bottom;">5,560</td></tr> <tr><td><input type="checkbox"/> Other (Please Specify)</td><td style="text-align:right;">_____</td></tr> <tr><td colspan="2"> </td></tr> <tr> <td style="text-align:right;"><b>Total Program Cost</b></td> <td style="text-align:right; border-top: 1px solid black; border-bottom: 3px double black;"><b>5,560</b></td> </tr> </tbody> </table> | Funding Source (Check One) | Funding Amount | <input type="checkbox"/> General Fund | _____ | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input checked="" type="checkbox"/> Increased Fees (Please Specify)<br>Fire Services | 5,560 | <input type="checkbox"/> Other (Please Specify) | _____ |  |  | <b>Total Program Cost</b> | <b>5,560</b> |
|---|--|----------------------------|----------------|---------------------------------------|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|--|-------|---|-------|--|--|---------------------------|--------------|
| Funding Source (Check One)  | Funding Amount   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |  |  |                           |              |
| <input type="checkbox"/> General Fund   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |  |  |                           |              |
| <input type="checkbox"/> Mission Playhouse Imp. Fund  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |  |  |                           |              |
| <input type="checkbox"/> Parks and Rec Facility Fund  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |  |  |                           |              |
| <input type="checkbox"/> Proposition "A"  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |  |  |                           |              |
| <input type="checkbox"/> Proposition "C"  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |  |  |                           |              |
| <input type="checkbox"/> Redevelopment  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |  |  |                           |              |
| <input type="checkbox"/> AQMD Trust Fund  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |  |  |                           |              |
| <input type="checkbox"/> Asset Forfeiture Fund  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |  |  |                           |              |
| <input type="checkbox"/> State Sup. Law Enforce. Fund   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |  |  |                           |              |
| <input type="checkbox"/> Gas Tax  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |  |  |                           |              |
| <input type="checkbox"/> Waste Management Fund  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |  |  |                           |              |
| <input checked="" type="checkbox"/> Increased Fees (Please Specify)<br>Fire Services  | 5,560  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |  |  |                           |              |
| <input type="checkbox"/> Other (Please Specify)   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |  |  |                           |              |
|   |  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |  |  |                           |              |
| <b>Total Program Cost</b>   | <b>5,560</b>   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |  |  |                           |              |
| <b>Program or Item Description:</b><br>Shared Command Staff - South Pasadena  |  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |  |  |                           |              |

|   |
|---|
| <b>Justification</b><br>This request is for the annual adjustment to the Shared Fire Command cost with South Pasadena due to step increases, COLA adjustments, increased PERS costs, and increased benefit costs. Additionally, mileage costs have been more than projected so there is an increase for that expense. This represents a 7% total increase. (\$79,424 to \$84,984) |
|---|

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
761 FIRE  
11 EMERG. OPERATIONS CENTER

|        |                          | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|--------------------------|---|---|
| 11-000 | Full Time Employees      | 0                                       | 0                                       |
| 12-000 | Limited Time Employees   | 0                                       | 0                                       |
| 13-000 | Overtime Employees       | 0                                       | 0                                       |
| 19-001 | Health Insurance         | 0                                       | 0                                       |
| 19-002 | Retirement               | 0                                       | 0                                       |
| 19-004 | Medicare                 | 0                                       | 0                                       |
|        | Salaries and Benefits    | 0                                       | 0                                       |
| 21-000 | Special Departmental     | 4,000                                   | 4,000                                   |
| 35-000 | Building Operating       | 8,851                                   | 8,851                                   |
| 40-003 | Electricity              | 5,000                                   | 5,000                                   |
| 40-005 | Telephone                | 3,600                                   | 3,600                                   |
| 40-007 | Cable                    | 5,500                                   | 5,500                                   |
| 40-010 | Cellular Services        | 25                                      | 25                                      |
|        | Operating                | 26,976                                  | 26,976                                  |
| 91-000 | Budget Savings           | 0                                       | 0                                       |
|        | EMERG. OPERATIONS CENTER | <u>26,976</u>                           | <u>26,976</u>                           |

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "21") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|            |          |                |
|------------|----------|----------------|
| Fire       | E.O.C.   | 121-761-11     |
| Department | Division | Account Number |

| <u>Activity Type</u>  | <u>Potential Vendor</u> | <u>Amount</u> |
|-----------------------|-------------------------|---------------|
| #1: Computer Supplies | Alice Computers         | 2,000         |
| #2: EOC Supplies      | Office Depot            | 2,000         |
| #3:                   |                         |               |
| #4:                   |                         |               |
| #5:                   |                         |               |
| #6:                   |                         |               |
| #7:                   |                         |               |
| #8:                   |                         |               |
| #9:                   |                         |               |
| #10:                  |                         |               |
| #11:                  |                         |               |
| #12:                  |                         |               |
| #13:                  |                         |               |
| #14:                  |                         |               |
| #15:                  |                         |               |
| #16:                  |                         |               |
| #17:                  |                         |               |
| #18:                  |                         |               |
| #19:                  |                         |               |
| #20:                  |                         |               |
| <b>TOTAL</b>          |                         | <b>4,000</b>  |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Building Operating (Account "35") Budget Detail**  
*Maintenance and use of physical buildings*

|                    |                    |                              |
|--------------------|--------------------|------------------------------|
| Fire<br>Department | E.O.C.<br>Division | 121-761-11<br>Account Number |
|--------------------|--------------------|------------------------------|

| Activity Type                              | Potential Vendor | Amount       |
|--|------------------|--------------|
| #1: Plumbing                               | TBD              | 500          |
| #2: Electrical Supplies                    | TBD              | 500          |
| #3: Fire Extinguisher                      | TBD              | 1,200        |
| #4: Building Repairs                       | TBD              | 1,000        |
| #5: Locksmith and Keys                     | Harold's         | 500          |
| #6: HVAC                                   | KLM              | 1,000        |
| #7: Issues related to deferred maintenance | TBD              | 4,151        |
| #8:  |                  |              |
| #9:  |                  |              |
| #10:                                       |                  |              |
| #11:                                       |                  |              |
| #12:                                       |                  |              |
| #13:                                       |                  |              |
| #14:                                       |                  |              |
| #15:                                       |                  |              |
| #16:                                       |                  |              |
| #17:                                       |                  |              |
| #18:                                       |                  |              |
| #19:                                       |                  |              |
| #20:                                       |                  |              |
| <b>TOTAL</b>                               |                  | <b>8,851</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
781 DISASTER PREPAREDNESS  
00 DEPARTMENT

|        |                        | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|------------------------|---|---|
| 11-000 | Full Time Employees    | 0                                       | 0                                       |
| 12-000 | Limited Time Employees | 0                                       | 0                                       |
| 13-000 | Overtime Employees     | 0                                       | 0                                       |
| 19-001 | Health Insurance       | 0                                       | 0                                       |
| 19-002 | Retirement             | 0                                       | 0                                       |
| 19-004 | Medicare               | 0                                       | 0                                       |
|        | Salaries and Benefits  | 0                                       | 0                                       |
| 21-000 | Special Departmental   | 11,000                                  | 15,000                                  |
|        | Operating              | 11,000                                  | 15,000                                  |
| 91-000 | Budget Savings         | 0                                       | 0                                       |
|        | DISASTER PREPAREDNESS  | <u>11,000</u>                           | <u>15,000</u>                           |

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "21") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|            |                       |                |
|------------|-----------------------|----------------|
| Fire       | Disaster Preparedness | 121-781-00     |
| Department | Division              | Account Number |

| <u>Activity Type</u>              | <u>Potential Vendor</u>  | <u>Amount</u> |
|-----------------------------------|--------------------------|---------------|
| #1: Disaster Plan Maintenance     | Disaster Management Area | 6,000         |
| #2: Emergency Notification System | CivicPlus                | 9,000         |
| #3:                               |                          |               |
| #4:                               |                          |               |
| #5:                               |                          |               |
| #6:                               |                          |               |
| #7:                               |                          |               |
| #8:                               |                          |               |
| #9:                               |                          |               |
| #10:                              |                          |               |
| #11:                              |                          |               |
| #12:                              |                          |               |
| #13:                              |                          |               |
| #14:                              |                          |               |
| #15:                              |                          |               |
| #16:                              |                          |               |
| #17:                              |                          |               |
| #18:                              |                          |               |
| #19:                              |                          |               |
| #20:                              |                          |               |
| <b>TOTAL</b>                      |                          | <b>15,000</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #1**

|                    |                                   |                              |
|--------------------|-----------------------------------|------------------------------|
| Fire<br>Department | Disaster Preparedness<br>Division | 121-781-00<br>Account Number |
|--------------------|-----------------------------------|------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input checked="" type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p> | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;"><b>Funding Source (Check One)</b></th> <th style="text-align:right; border-bottom: 1px solid black;"><b>Funding Amount</b></th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> General Fund</td> <td style="text-align:right;">4,000</td> </tr> <tr> <td><input type="checkbox"/> Mission Playhouse Imp. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Parks and Rec Facility Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "A"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "C"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Redevelopment</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> AQMD Trust Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Asset Forfeiture Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> State Sup. Law Enforce. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Gas Tax</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Waste Management Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Increased Fees (Please Specify)<br/>_____</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Other (Please Specify)<br/>_____</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><b>Total Program Cost</b></td> <td style="text-align:right; border-top: 1px solid black; border-bottom: 3px double black;"><b>4,000</b></td> </tr> </tbody> </table> | <b>Funding Source (Check One)</b> | <b>Funding Amount</b> | <input checked="" type="checkbox"/> General Fund | 4,000 | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify)<br>_____ | _____ | <input type="checkbox"/> Other (Please Specify)<br>_____ | _____ | <b>Total Program Cost</b> | <b>4,000</b> |
|--|---|-----------------------------------|-----------------------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|---|-------|--|-------|---------------------------|--------------|
| <b>Funding Source (Check One)</b>  | <b>Funding Amount</b>   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <input checked="" type="checkbox"/> General Fund   | 4,000   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <input type="checkbox"/> Parks and Rec Facility Fund   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <input type="checkbox"/> Proposition "A"   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <input type="checkbox"/> Proposition "C"   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <input type="checkbox"/> Redevelopment   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <input type="checkbox"/> AQMD Trust Fund   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <input type="checkbox"/> Asset Forfeiture Fund   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <input type="checkbox"/> Gas Tax   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <input type="checkbox"/> Waste Management Fund   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <input type="checkbox"/> Increased Fees (Please Specify)<br>_____  | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <input type="checkbox"/> Other (Please Specify)<br>_____   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <b>Total Program Cost</b>  | <b>4,000</b>  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <p><b>Program or Item Description:</b></p> <p>Emergency Notification System - CivicReady</p>   |   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |

**Justification**

The annual cost for the CivicReady Emergency Notification System with all enhancements, widgets, and modules came to a total of \$9000. This gives us full capabilities to integrate social media along with normal communication routes. CivicReady will also provide a customized San Gabriel user interface for brand recognition and friendly use. This represents a \$4000 increase for this line item. (\$5000 to \$9000)

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Station 52 Upgrade PROJECT #: 6-09-07  
 DEPT. Fire PREPARED BY: D. Doehler / M. Terry

#### CHANGES FROM PRIOR YEAR CIP:

|                |                                     |                  |                                     |
|----------------|-------------------------------------|------------------|-------------------------------------|
| <b>Status</b>  |                                     | <b>Timetable</b> |                                     |
| New Project    | <input type="checkbox"/>            | No Change        | <input checked="" type="checkbox"/> |
| No Change      | <input checked="" type="checkbox"/> | Advanced         | <input type="checkbox"/>            |
| Funding Change | <input type="checkbox"/>            | Delayed          | <input type="checkbox"/>            |

#### QUICK REFERENCE INFORMATION

|                      |                     |  |
|----------------------|---------------------|--|
| Project Start Date   | Associated Projects |  |
|                      |                     |  |
| Est. Completion Date |                     |  |
|                      |                     |  |

#### DESCRIPTION

Expand and upgrade Station 52 facility at 115 N. Del Mar Avenue to accommodate up to five personnel. Replace all exterior concrete. Add 1,232 square feet of living space to expand training/day room, kitchen, provide workout room, turnout closet and computer equipment room. Add security gate, replace roof and upgrade HVAC, generator and all substandard electrical. Provide fire sprinkler system.

Account No.: 122-761-15-97-315 & 122-761-40-97-315

### EXPENDITURE PLAN

|                 | Prior Years   | 2014-15        | 2015-16 | 2016-17 | 2017-18 | 2018-19 | TOTAL          |
|-----------------|---------------|----------------|---------|---------|---------|---------|----------------|
| Planning Design | 50,000        |                |         |         |         |         | 50,000         |
| Construction    |               | 566,000        |         |         |         |         | 566,000        |
| (Other)         |               |                |         |         |         |         |                |
| <b>TOTAL</b>    | <b>50,000</b> | <b>566,000</b> |         |         |         |         | <b>616,000</b> |

### RECOMMENDED FUNDING SOURCES

|                       |   |               |                |  |  |  |                |
|-----------------------|---|---------------|----------------|--|--|--|----------------|
| 15 General Fund       | ▼ |               | 566,000        |  |  |  | 566,000        |
| 40 Development Impact | ▼ | 50,000        |                |  |  |  | 50,000         |
|                       | ▼ |               |                |  |  |  |                |
|                       | ▼ |               |                |  |  |  |                |
|                       | ▼ |               |                |  |  |  |                |
| UNFUNDED              |   |               |                |  |  |  |                |
| (Other #1)            |   |               |                |  |  |  |                |
| (Other #2)            |   |               |                |  |  |  |                |
| <b>Total</b>          |   | <b>50,000</b> | <b>566,000</b> |  |  |  | <b>616,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ - Operating: \$ \_\_\_\_\_ - Total: \$ \_\_\_\_\_ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Rescue Ambulance PROJECT #: 7-14-02  
 DEPT. Fire PREPARED BY: Jim Frawley

| CHANGES FROM PRIOR YEAR CIP:                    |                                    | QUICK REFERENCE INFORMATION |                      |
|---|------------------------------------|-----------------------------|----------------------|
| <b>Status</b>                                   | <b>Timetable</b>                   | Project Start Date          | Associated Projects  |
| New Project <input checked="" type="checkbox"/> | No Change <input type="checkbox"/> | <input type="text"/>        | <input type="text"/> |
| No Change <input type="checkbox"/>              | Advanced <input type="checkbox"/>  | Est. Completion Date        | <input type="text"/> |
| Funding Change <input type="checkbox"/>         | Delayed <input type="checkbox"/>   | <input type="text"/>        | <input type="text"/> |

### DESCRIPTION

In 2002, the Fire Department, with assistance from the Finance Department, established a Depreciation Expense Account in order to replace emergency vehicles. In FY 2017-18, we will need to specify and order a new rescue ambulance. The account is fully funded for this purpose. The rescue ambulance is staffed by 2 fire paramedics and is used to transport ill or injured patients from the field to a hospital emergency room.

No accounting has been assigned to this project.

### EXPENDITURE PLAN

|                                    | Prior Years          | 2014-15              | 2015-16              | 2016-17              | 2017-18              | 2018-19              | TOTAL                |
|------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Planning Design                    | <input type="text"/> |
| Construction                       | <input type="text"/> |
| Purch. Rescue Ambulance<br>(Other) | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | 200,000              | <input type="text"/> | 200,000              |
| <b>TOTAL</b>                       | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <b>200,000</b>       | <input type="text"/> | <b>200,000</b>       |

### RECOMMENDED FUNDING SOURCES

|                                      |                      |                      |                      |                      |                      |                      |                      |
|--------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/>                 | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/>                 | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/>                 | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/>                 | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/>                 | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| UNFUNDED                             | <input type="text"/> |
| 37 Vehicle Equip Repl.<br>(Other #1) | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | 200,000              | <input type="text"/> | 200,000              |
| (Other #2)                           | <input type="text"/> |
| <b>Total</b>                         | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <b>200,000</b>       | <input type="text"/> | <b>200,000</b>       |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -

## DEPARTMENT DIVISION DESCRIPTIONS

### Mission Playhouse

The San Gabriel Mission Playhouse promotes the development of an artistic program that celebrates the vibrancy of our diverse community by encouraging access to artists, producers and audiences. The major components of our budget are staff, building operating, community engagement programming, marketing, fundraising, and event support costs. During FY 15-16, the Playhouse aims to expand existing event business as well as grow our community engagement programming and complete major improvements to our infrastructure by replacing the marquee sign and repairing the historic fire curtain on stage.

# MISSION PLAYHOUSE DEPARTMENT PERFORMANCE MEASUREMENT

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| <u>Unit of Measure</u>                                      | 2013-14<br><u>Actual</u> | 2014-15<br><u>Estimated</u> | <u>Notes</u>  |
|---|--------------------------|-----------------------------|---|
| Number of Events  | 89                       | 100                         |   |
| Number of Website Visits                                    | 35,089                   | 36,250                      |   |
| Number of Facebook Likes                                    | 1,219                    | 1,513                       |   |
| Number of Twitter Followers                                 | 1,030                    | 1,100                       |   |
| <br><b><u>Key Performance Indicators</u></b>                |                          |                             |   |
| Number of prospective event contacts                        | Not Tracked              | 105                         |   |
| Number of patrons   | 59,884                   | 88,193                      |   |
| Number of events offered to promote<br>Community Engagement | 6                        | 16                          | Several of the FY 14-15 Community Engagement events are offered in conjunction with CS and CD departments |

## **Outcome Measurement**

|  |   |
|--|---|
| Improve access to tickets  | Implement Box Office Services   |
| Provide consistent and quality concessions                             | Implement Concessions Services  |
| Improve facility safety  | Repair Fire Curtain   |
| Improve marketing of upcoming events                                   | Install new Marquee   |
| Increase access to arts events & arts education                        | Complete MP Strategic Plan and increase community engagement programs |
| Improve quality of life through arts, culture and community engagement | Increase Community Engagement programs                                |

CITY OF SAN GABRIEL  
EXPENDITURES

152 MISSION PLAYHOUSE FACILITY FUND  
712 MISSION PLAYHOUSE  
00 DEPARTMENT

|        |                        | 2014-15<br><u>Adopted Budget</u> | 2015-16<br><u>Budget Request</u> |
|--------|------------------------|----------------------------------|----------------------------------|
| 11-000 | Full Time Employees    | 358,600                          | 427,864                          |
| 12-000 | Limited Time Employees | 255,896                          | 358,109                          |
| 13-000 | Overtime Employees     | 7,142                            | 7,142                            |
| 19-001 | Health Insurance       | 106,195                          | 95,314                           |
| 19-002 | Retirement             | 81,935                           | 119,946                          |
| 19-004 | Medicare               | 7,357                            | 10,177                           |
|        | Salaries and Benefits  | 817,125                          | 1,018,552                        |
| 21-000 | Special Departmental   | 24,241                           | 24,241                           |
| 22-000 | Contractual            | 54,500                           | 54,500                           |
| 27-047 | Community Engagement   | 0                                | 41,000                           |
| 31-000 | Office Operating       | 9,850                            | 9,850                            |
| 33-060 | Vehicle Replacement    | 8,000                            | 16,000                           |
| 35-000 | Building Operating     | 47,605                           | 52,605                           |
| 40-003 | Electricity            | 60,000                           | 60,000                           |
| 40-004 | Gas                    | 5,000                            | 1,500                            |
| 40-005 | Telephone              | 7,000                            | 5,000                            |
| 40-006 | Water                  | 3,000                            | 3,000                            |
| 40-007 | Cable                  | 1,500                            | 1,500                            |
| 40-008 | Sewer Service Charge   | 0                                | 6,301                            |
| 40-010 | Cellular Services      | 2,600                            | 2,600                            |
| 43-000 | Uniforms               | 1,100                            | 1,100                            |
| 45-000 | Educational            | 1,700                            | 1,700                            |
| 51-000 | Advertising            | 19,317                           | 19,317                           |
| 53-000 | Membership and Dues    | 1,544                            | 1,544                            |
|        | Operating              | 246,957                          | 301,758                          |
| 91-000 | Budget Savings         | 0                                | 0                                |
|        | MISSION PLAYHOUSE      | <u>1,064,082</u>                 | <u>1,320,310</u>                 |

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "21") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|                                 |                               |                              |
|---------------------------------|-------------------------------|------------------------------|
| Mission Playhouse<br>Department | Mission Playhouse<br>Division | 152-712-00<br>Account Number |
|---------------------------------|-------------------------------|------------------------------|

| Activity Type                                | Potential Vendor | Amount        |
|--|------------------|---------------|
| #1: Marketing Program - events               | TBD              | 1,000         |
| #2: Development Program - events, consulting | TBD              | 10,741        |
| #3: Outreach Program - networking functions  | TBD              | 2,000         |
| #4: Concessions food and beverage product    | TBD              | 10,500        |
| #5: _____                                    | _____            | _____         |
| #6: _____                                    | _____            | _____         |
| #7: _____                                    | _____            | _____         |
| #8: _____                                    | _____            | _____         |
| #9: _____                                    | _____            | _____         |
| #10: _____                                   | _____            | _____         |
| #11: _____                                   | _____            | _____         |
| #12: _____                                   | _____            | _____         |
| #13: _____                                   | _____            | _____         |
| #14: _____                                   | _____            | _____         |
| #15: _____                                   | _____            | _____         |
| #16: _____                                   | _____            | _____         |
| #17: _____                                   | _____            | _____         |
| #18: _____                                   | _____            | _____         |
| #19: _____                                   | _____            | _____         |
| #20: _____                                   | _____            | _____         |
| <b>TOTAL</b>                                 |                  | <b>24,241</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Contractual (Account "22") Budget Detail**  
*Payments to persons/agencies for services rendered*

|                   |                   |                |
|-------------------|-------------------|----------------|
| Mission Playhouse | Mission Playhouse | 152-712-00     |
| Department        | Division          | Account Number |

| Activity Type                               | Potential Vendor                | Amount        |
|---|---------------------------------|---------------|
| #1: Heating / AC Service                    | KLM                             | 12,600        |
| #2: Fire Extinguisher Service               | Cobra Fire Extinguisher Service | 300           |
| #3: Stage Curtain Repair                    | Triangle Scenery / Black Sheep  | 200           |
| #4: Piano Tuning                            | A and Z Piano Company           | 300           |
| #5: Security System Service                 | Security Design Systems         | 3,000         |
| #6: Computer Lighting Board Service         | Polaris Lighting Inc.           | 900           |
| #7: Mission Patio Courtyard Annual Painting | Evan Wilson                     | 800           |
| #8: Sound Equipment Service                 | Nelson Sound                    | 900           |
| #9: Phone Line Maintenance                  | AT&T                            | 500           |
| #10: Box Office Ticketing Software          | It's My Seat                    | 35,000        |
| #11: _____                                  | _____                           | _____         |
| #12: _____                                  | _____                           | _____         |
| #13: _____                                  | _____                           | _____         |
| #14: _____                                  | _____                           | _____         |
| #15: _____                                  | _____                           | _____         |
| #16: _____                                  | _____                           | _____         |
| #17: _____                                  | _____                           | _____         |
| #18: _____                                  | _____                           | _____         |
| #19: _____                                  | _____                           | _____         |
| #20: _____                                  | _____                           | _____         |
| <b>TOTAL</b>                                |                                 | <b>54,500</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Building Operating (Account "35") Budget Detail**  
*Maintenance and use of physical buildings*

|                   |                   |                |
|-------------------|-------------------|----------------|
| Mission Playhouse | Mission Playhouse | 152-712-00     |
| Department        | Division          | Account Number |

| Activity Type   | Potential Vendor                               | Amount               |
|---|--|----------------------|
| #1: <u>Cleaning supplies / paper products</u>                     | <u>Empire Cleaning Supply</u>                  | <u>9,000</u>         |
| #2: <u>Electrical / lighting supplies (stage, projector, etc)</u> | <u>Visions In Color/Olesen/Courtesy/Apex</u>   | <u>5,609</u>         |
| #3: <u>Sound equipment / assisted listening repair</u>            | <u>Location Sound / Nelson / Full Compass</u>  | <u>3,000</u>         |
| #4: <u>Stage supplies (rigging, curtain flameproof/repair)</u>    | <u>Ver Sales / Black Sheep / ICI / Dunn Ec</u> | <u>1,650</u>         |
| #5: <u>Plumbing supplies / repair / backflow testing</u>          | <u>Plumbing Wholesale Outlet / Speedy St</u>   | <u>1350</u>          |
| #6: <u>Fire sprinkler system testing (every 5 years)</u>          | <u>F&amp;H Fire Protection</u>                 | <u>500</u>           |
| #7: <u>Duct, masking, spike, blk cloth tape</u>                   | <u>Southwestern Bag Company</u>                | <u>400</u>           |
| #8: <u>Hardware/Building/Fountain/First Aid Supplies</u>          | <u>Mission Hardware/Hm Depot/OSH/Low</u>       | <u>10,021</u>        |
| #9: <u>Uniform cleaning/ushers</u>                                | <u>TBD</u>                                     | <u>100</u>           |
| #10: <u>Carpeting repair</u>                                      | <u>TBD</u>                                     | <u>1,000</u>         |
| #11: <u>Holiday decorating supplies</u>                           | <u>TBD</u>                                     | <u>350</u>           |
| #12: <u>Concessions equipment</u>                                 | <u>TBD</u>                                     | <u>8,625</u>         |
| #13: <u>Box office equipment</u>                                  | <u>TBD</u>                                     | <u>10,000</u>        |
| #14: <u>Misc building repairs, batteries, supplies</u>            | <u>TBD</u>                                     | <u>1000</u>          |
| #15: _____  | _____  | _____                |
| #16: _____  | _____  | _____                |
| #17: _____  | _____  | _____                |
| #18: _____  | _____  | _____                |
| #19: _____  | _____  | _____                |
| #20: _____  | _____  | _____                |
| #21: _____  | _____  | _____                |
| <b>TOTAL</b>  |  | <b><u>52,605</u></b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Memberships and Dues (Account "53") Budget Detail**  
*Amounts paid for membership in various organizations*

|                   |                   |                |
|-------------------|-------------------|----------------|
| Mission Playhouse | Mission Playhouse | 152-712-00     |
| Department        | Division          | Account Number |

| Member Name         | Organization                         | Amount       |
|---------------------|--------------------------------------|--------------|
| #1: License Fee     | ASCAP                                | 325          |
| #2: License Fee     | BMI                                  | 305          |
| #3: Anna Cross      | IAVM                                 | 500          |
| #4: Membership Dues | League of Historic American Theatres | 414          |
| #5:                 |                                      |              |
| #6:                 |                                      |              |
| #7:                 |                                      |              |
| #8:                 |                                      |              |
| #9:                 |                                      |              |
| #10:                |                                      |              |
| #11:                |                                      |              |
| #12:                |                                      |              |
| #13:                |                                      |              |
| #14:                |                                      |              |
| #15:                |                                      |              |
| #16:                |                                      |              |
| #17:                |                                      |              |
| #18:                |                                      |              |
| #19:                |                                      |              |
| #20:                |                                      |              |
| <b>TOTAL</b>        |                                      | <b>1,544</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #1**

|                                 |                               |                              |
|---------------------------------|-------------------------------|------------------------------|
| Mission Playhouse<br>Department | Mission Playhouse<br>Division | 152-712-00<br>Account Number |
|---------------------------------|-------------------------------|------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input checked="" type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p> | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;">Funding Source (Check One)</th> <th style="text-align:right; border-bottom: 1px solid black;">Funding Amount</th> </tr> </thead> <tbody> <tr><td><input type="checkbox"/> General Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Mission Playhouse Imp. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Parks and Rec Facility Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "A"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "C"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Redevelopment</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> AQMD Trust Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Asset Forfeiture Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> State Sup. Law Enforce. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Gas Tax</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Waste Management Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Increased Fees (Please Specify)</td><td style="text-align:right;">_____</td></tr> <tr><td colspan="2">_____</td></tr> <tr><td><input checked="" type="checkbox"/> Other (Please Specify)<br/>Concessions Net Revenue</td><td style="text-align:right; vertical-align: bottom;">5,000</td></tr> <tr><td><b>Total Program Cost</b></td><td style="text-align:right; border-top: 1px solid black; border-bottom: 3px double black;"><b>5,000</b></td></tr> </tbody> </table> | Funding Source (Check One) | Funding Amount | <input type="checkbox"/> General Fund | _____ | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify) | _____ | _____ |  | <input checked="" type="checkbox"/> Other (Please Specify)<br>Concessions Net Revenue | 5,000 | <b>Total Program Cost</b> | <b>5,000</b> |
|--|---|----------------------------|----------------|---------------------------------------|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|--|-------|-------|--|---|-------|---------------------------|--------------|
| Funding Source (Check One)   | Funding Amount  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |   |       |                           |              |
| <input type="checkbox"/> General Fund  | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |   |       |                           |              |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |   |       |                           |              |
| <input type="checkbox"/> Parks and Rec Facility Fund   | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |   |       |                           |              |
| <input type="checkbox"/> Proposition "A"   | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |   |       |                           |              |
| <input type="checkbox"/> Proposition "C"   | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |   |       |                           |              |
| <input type="checkbox"/> Redevelopment   | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |   |       |                           |              |
| <input type="checkbox"/> AQMD Trust Fund   | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |   |       |                           |              |
| <input type="checkbox"/> Asset Forfeiture Fund   | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |   |       |                           |              |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |   |       |                           |              |
| <input type="checkbox"/> Gas Tax   | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |   |       |                           |              |
| <input type="checkbox"/> Waste Management Fund   | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |   |       |                           |              |
| <input type="checkbox"/> Increased Fees (Please Specify)   | _____   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |   |       |                           |              |
| _____  |   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |   |       |                           |              |
| <input checked="" type="checkbox"/> Other (Please Specify)<br>Concessions Net Revenue  | 5,000   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |   |       |                           |              |
| <b>Total Program Cost</b>  | <b>5,000</b>  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |   |       |                           |              |
| <p><b>Program or Item Description:</b></p> <p>Building Maintenance</p>   |   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |   |       |                           |              |

|  |
|--|
| <p><b>Justification</b></p> <p>The Playhouse will continue to offer an in house concessions program (food and non-alcoholic beverages at this time) for all rental clients.</p> <p>There were initial start up costs for year 1 of this program, but those will not apply in subsequent years so this is new net revenue from the program to revenue account: 152-3537.</p> <p>We propose allocating this \$5,000 to the 152-712-00-35-000 account to be used toward building maintenance items.</p> |
|--|

**CITY OF SAN GABRIEL**  
**2015-16 Additional Budget Request**  
(Please complete one form for each item)

**Request Number #2**

|                                 |                               |                              |
|---------------------------------|-------------------------------|------------------------------|
| Mission Playhouse<br>Department | Mission Playhouse<br>Division | 152-712-00<br>Account Number |
|---------------------------------|-------------------------------|------------------------------|

| <b>Activity Type (Check One)</b><br><input checked="" type="checkbox"/> Personnel<br><input type="checkbox"/> Operating<br><input type="checkbox"/> Special Projects<br><input type="checkbox"/> Capital Outlay | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;">Funding Source (Check One)</th> <th style="text-align:right; border-bottom: 1px solid black;">Funding Amount</th> </tr> </thead> <tbody> <tr><td><input type="checkbox"/> General Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Mission Playhouse Imp. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Parks and Rec Facility Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "A"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "C"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Redevelopment</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> AQMD Trust Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Asset Forfeiture Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> State Sup. Law Enforce. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Gas Tax</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Waste Management Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Increased Fees (Please Specify)</td><td style="text-align:right;">_____</td></tr> <tr><td colspan="2"><hr/></td></tr> <tr><td><input checked="" type="checkbox"/> Other (Please Specify)<br/>Box Office Net Revenue</td><td style="text-align:right; vertical-align: bottom;">10,000</td></tr> <tr><td colspan="2"><hr/></td></tr> <tr><td><b>Total Program Cost</b></td><td style="text-align:right;"><b>10,000</b></td></tr> </tbody> </table> | Funding Source (Check One) | Funding Amount | <input type="checkbox"/> General Fund | _____ | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify) | _____ | <hr/> |  | <input checked="" type="checkbox"/> Other (Please Specify)<br>Box Office Net Revenue | 10,000 | <hr/> |  | <b>Total Program Cost</b> | <b>10,000</b> |
|---|--|----------------------------|----------------|---------------------------------------|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|--|-------|-------|--|--|--------|-------|--|---------------------------|---------------|
| Funding Source (Check One)  | Funding Amount   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <input type="checkbox"/> General Fund   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <input type="checkbox"/> Mission Playhouse Imp. Fund  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <input type="checkbox"/> Parks and Rec Facility Fund  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <input type="checkbox"/> Proposition "A"  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <input type="checkbox"/> Proposition "C"  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <input type="checkbox"/> Redevelopment  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <input type="checkbox"/> AQMD Trust Fund  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <input type="checkbox"/> Asset Forfeiture Fund  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <input type="checkbox"/> State Sup. Law Enforce. Fund   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <input type="checkbox"/> Gas Tax  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <input type="checkbox"/> Waste Management Fund  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <input type="checkbox"/> Increased Fees (Please Specify)  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <hr/>   |  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <input checked="" type="checkbox"/> Other (Please Specify)<br>Box Office Net Revenue  | 10,000   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <hr/>   |  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <b>Total Program Cost</b>   | <b>10,000</b>  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |
| <b>Program or Item Description:</b><br>PT Assistant House Manager position  |  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |  |  |        |       |  |                           |               |

**Justification**

The Playhouse will continue to offer an in house box office program for all rental clients.

There were initial start up costs for year 1 of this program, but those will not apply in subsequent years which provides this new net revenue from the program to revenue account: 152-3531.

With the additional work involved in running the box office we are proposing a separate Assistant House Manager position to assist with event related duties.

We propose allocating this \$10,000 to the Limited Time Employees account 152-712-00-12-000 for an Assistant House Manager (Specialist 1, Step A).

City of San Gabriel  
 Specialist I Part-Time - "A" Step  
 2014-15 Fiscal Year

|                       | <u>Acct #</u>     | <u>Annual<br/>Cost</u> | <u>% of Base</u> |
|-----------------------|-------------------|------------------------|------------------|
| <b>BUDGET</b>         |                   |                        |                  |
| Base Salary:          |                   |                        |                  |
| "A" Step              | 152-712-00-12-000 | 9,848.58               |                  |
| Sub-total             |                   | 9,848.58               |                  |
| Benefits:             |                   |                        |                  |
| P.E.R.S. Retirement   | 152-712-00-19-002 | -                      | 8.72%            |
| Medicare              | 152-712-00-19-004 | 142.80                 | 1.45%            |
| Flex Benefits         | 152-712-00-19-001 | -                      | 0.00%            |
| Life & ADD Benefits   | 152-712-00-19-001 | -                      | 0.254%           |
| Sub-total             |                   | 142.80                 | 1.45%            |
| Grand Total           |                   | 9,991.38               |                  |
| Covered by Retirement |                   | -                      |                  |
| Net General Fund      |                   | 9,991.38               |                  |

Note:

Salary Grade = 100

|     |       |       |
|-----|-------|-------|
| A = | 12.53 | 2,172 |
| B = | 13.16 | 2,281 |
| C = | 13.82 | 2,395 |
| D = | 14.50 | 2,514 |
| E = | 15.23 | 2,640 |

Assistant House Manager - 786 part-time hours  
 Salary schedule effective 06/27/15  
 PERS is based on FY 14-15 Tier 2  
 Flex Benefit is based on calendar year 2014 cap  
 Life Benefit Rate: 0.22/\$1,000  
 AD&D Benefit Rate: 0.034/\$1,000

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #3**

|                                       |                                     |                                    |
|---------------------------------------|-------------------------------------|------------------------------------|
| Mission Playhouse<br><hr/> Department | Mission Playhouse<br><hr/> Division | 152-712-00<br><hr/> Account Number |
|---------------------------------------|-------------------------------------|------------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input checked="" type="checkbox"/> Personnel</p> <p><input type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p> | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;">Funding Source (Check One)</th> <th style="text-align:right; border-bottom: 1px solid black;">Funding Amount</th> </tr> </thead> <tbody> <tr><td><input type="checkbox"/> General Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Mission Playhouse Imp. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Parks and Rec Facility Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "A"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "C"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Redevelopment</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> AQMD Trust Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Asset Forfeiture Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> State Sup. Law Enforce. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Gas Tax</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Waste Management Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Increased Fees (Please Specify)</td><td style="text-align:right;">_____</td></tr> <tr><td>_____</td><td style="text-align:right;">_____</td></tr> <tr><td><input checked="" type="checkbox"/> Other (Please Specify)</td><td style="text-align:right;">28,649</td></tr> <tr><td>_____</td><td style="text-align:right;">_____</td></tr> <tr> <td><b>Total Program Cost</b></td> <td style="text-align:right; border-top: 1px solid black; border-bottom: 3px double black;"><b>28,649</b></td> </tr> </tbody> </table> | Funding Source (Check One) | Funding Amount | <input type="checkbox"/> General Fund | _____ | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify) | _____ | _____ | _____ | <input checked="" type="checkbox"/> Other (Please Specify) | 28,649 | _____ | _____ | <b>Total Program Cost</b> | <b>28,649</b> |
|--|--|----------------------------|----------------|---------------------------------------|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|--|-------|-------|-------|--|--------|-------|-------|---------------------------|---------------|
| Funding Source (Check One)   | Funding Amount   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |  |        |       |       |                           |               |
| <input type="checkbox"/> General Fund  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |  |        |       |       |                           |               |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |  |        |       |       |                           |               |
| <input type="checkbox"/> Parks and Rec Facility Fund   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |  |        |       |       |                           |               |
| <input type="checkbox"/> Proposition "A"   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |  |        |       |       |                           |               |
| <input type="checkbox"/> Proposition "C"   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |  |        |       |       |                           |               |
| <input type="checkbox"/> Redevelopment   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |  |        |       |       |                           |               |
| <input type="checkbox"/> AQMD Trust Fund   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |  |        |       |       |                           |               |
| <input type="checkbox"/> Asset Forfeiture Fund   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |  |        |       |       |                           |               |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |  |        |       |       |                           |               |
| <input type="checkbox"/> Gas Tax   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |  |        |       |       |                           |               |
| <input type="checkbox"/> Waste Management Fund   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |  |        |       |       |                           |               |
| <input type="checkbox"/> Increased Fees (Please Specify)   | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |  |        |       |       |                           |               |
| _____  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |  |        |       |       |                           |               |
| <input checked="" type="checkbox"/> Other (Please Specify)   | 28,649   |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |  |        |       |       |                           |               |
| _____  | _____  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |  |        |       |       |                           |               |
| <b>Total Program Cost</b>  | <b>28,649</b>  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |  |        |       |       |                           |               |
| <p><b>Program or Item Description:</b></p> <p>Reallocation of partial FT Admin Assistant salary.</p>   |  |                            |                |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |       |       |  |        |       |       |                           |               |

|  |
|--|
| <p><b>Justification</b></p> <p>The Playhouse shared a FT Admin Assistant with the City Clerk's office. This position is now vacant and we propose reallocating our portion of funding for this FT position as follows:</p> <ul style="list-style-type: none"> <li>• \$10,443 to Limited Time Employees account 152-712-00-12-000 to expand existing PT Admin Assistant hours (Admin Assistant, Step A).</li> <li>• \$9,000 to Limited Time Employees account 152-712-00-12-000 to expand existing PT Stage Manager hours to offer support to FT Stage Managers in their newly exempt role.</li> <li>• \$4,578 to Limited Time Employees account 152-712-00-12-000 for salary step increases for existing PT positions. (Marketing Associate and Program Coordinator)</li> <li>• \$4,628 to Full Time Employees account 152-712-00-11-000 to reclassify Maintenance Worker II (Step E) to Maintenance Leadperson (Step B).</li> </ul> |
|--|

City of San Gabriel  
 Administrative Assistant I Part-Time - "A" Step  
 2015-16 Fiscal Year

|                       | <u>Acct #</u>     | <u>Annual<br/>Cost</u> | <u>% of Base</u> |
|-----------------------|-------------------|------------------------|------------------|
| <b>BUDGET</b>         |                   |                        |                  |
| Base Salary:          |                   |                        |                  |
| "A" Step              | 152-712-00-12-000 | 10,293.88              |                  |
| Sub-total             |                   | 10,293.88              |                  |
| Benefits:             |                   |                        |                  |
| P.E.R.S. Retirement   | 152-712-00-19-002 | -                      | 8.72%            |
| Medicare              | 152-712-00-19-004 | 149.26                 | 1.45%            |
| Flex Benefits         | 152-712-00-19-001 | -                      | 0.00%            |
| Life & ADD Benefits   | 152-712-00-19-001 | -                      | 0.244%           |
| Sub-total             |                   | 149.26                 | 1.45%            |
| Grand Total           |                   | 10,443.14              |                  |
| Covered by Retirement |                   | -                      |                  |
| Net General Fund      |                   | 10,443.14              |                  |

Note:

Salary Grade = 123

|     |       |       |
|-----|-------|-------|
| A = | 15.41 | 2,671 |
| B = | 16.18 | 2,805 |
| C = | 16.99 | 2,945 |
| D = | 17.84 | 3,092 |
| E = | 18.73 | 3,247 |

Administrative Assistant I - 668 part-time hours  
 Salary schedule effective 06/27/15  
 PERS is based on FY 14-15 Tier 2  
 Flex Benefit is based on calendar year 2014 cap  
 Life Benefit Rate: 0.21/\$1,000  
 AD&D Benefit Rate: 0.034/\$1,000

City of San Gabriel  
 Stage Manager Part-Time - "A" Step  
 2014-15 Fiscal Year

|                       | <u>Acct #</u>     | <u>Annual<br/>Cost</u> | <u>% of Base</u> |
|-----------------------|-------------------|------------------------|------------------|
| <b>BUDGET</b>         |                   |                        |                  |
| Base Salary:          |                   |                        |                  |
| "A" Step              | 152-712-00-12-000 | 8,870.76               |                  |
| Sub-total             |                   | 8,870.76               |                  |
| Benefits:             |                   |                        |                  |
| P.E.R.S. Retirement   | 152-712-00-19-002 | -                      | 8.72%            |
| Medicare              | 152-712-00-19-004 | 128.63                 | 1.45%            |
| Flex Benefits         | 152-712-00-19-001 | -                      | 0.00%            |
| Life & ADD Benefits   | 152-712-00-19-001 | -                      | 0.244%           |
| Sub-total             |                   | 128.63                 | 1.45%            |
| Grand Total           |                   | 8,999.39               |                  |
| Covered by Retirement |                   | -                      |                  |
| Net General Fund      |                   | 8,999.39               |                  |

Note:

Salary Grade = 111

|     |       |       |
|-----|-------|-------|
| A = | 29.67 | 5,142 |
| B = | 31.15 | 5,399 |
| C = | 32.71 | 5,669 |
| D = | 34.34 | 5,953 |
| E = | 36.06 | 6,250 |

246 part-time hours

Salary schedule effective 06/27/15

PERS is based on FY 14-15 Tier 2

Flex Benefit is based on calendar year 2014 cap

Life Benefit Rate: 0.21/\$1,000

AD&D Benefit Rate: 0.034/\$1,000

City of San Gabriel  
 Administrative Assistant I Part-Time - "A" Step  
 2015-16 Fiscal Year

|                       | Acct #            | Annual<br>Cost | % of Base |
|-----------------------|-------------------|----------------|-----------|
| <b>BUDGET</b>         |                   |                |           |
| Base Salary:          |                   |                |           |
| "A" Step              | 152-712-00-12-000 | 1,685.70       |           |
| Sub-total             |                   | 1,685.70       |           |
| Benefits:             |                   |                |           |
| P.E.R.S. Retirement   | 152-712-00-19-002 | -              | 8.72%     |
| Medicare              | 152-712-00-19-004 | 24.44          | 1.45%     |
| Flex Benefits         | 152-712-00-19-001 | -              | 0.00%     |
| Life & ADD Benefits   | 152-712-00-19-001 | -              | 0.244%    |
| Sub-total             |                   | 24.44          | 1.45%     |
| Grand Total           |                   | 1,710.14       |           |
| Covered by Retirement |                   | -              |           |
| Net General Fund      |                   | 1,710.14       |           |

Note:

Salary Grade = 123

|     |       |       |
|-----|-------|-------|
| A = | 15.41 | 2,671 |
| B = | 16.18 | 2,805 |
| C = | 16.99 | 2,945 |
| D = | 17.84 | 3,092 |
| E = | 18.73 | 3,247 |

Administrative Assistant I (Marketing Associate) - 90 additional part-time hours  
 Salary schedule effective 06/27/15  
 PERS is based on FY 14-15 Tier 2  
 Flex Benefit is based on calendar year 2014 cap  
 Life Benefit Rate: 0.21/\$1,000  
 AD&D Benefit Rate: 0.034/\$1,000

City of San Gabriel  
 Specialist III Part-Time - "B" Step  
 2015-16 Fiscal Year

|                       | <u>Acct #</u>     | <u>Annual<br/>Cost</u> | <u>% of Base</u> |
|-----------------------|-------------------|------------------------|------------------|
| <b>BUDGET</b>         |                   |                        |                  |
| Base Salary:          |                   |                        |                  |
| "B" Step              | 152-712-00-12-000 | 2,827.00               |                  |
| Sub-total             |                   | 2,827.00               |                  |
| Benefits:             |                   |                        |                  |
| P.E.R.S. Retirement   | 152-712-00-19-002 | -                      | 8.72%            |
| Medicare              | 152-712-00-19-004 | 40.99                  | 1.45%            |
| Flex Benefits         | 152-712-00-19-001 | -                      | 0.00%            |
| Life & ADD Benefits   | 152-712-00-19-001 | -                      | 0.244%           |
| Sub-total             |                   | 40.99                  | 1.45%            |
| Grand Total           |                   | 2,867.99               |                  |
| Covered by Retirement |                   | -                      |                  |
| Net General Fund      |                   | 2,867.99               |                  |

Note:

Salary Grade = 104

|     |       |       |
|-----|-------|-------|
| A = | 26.93 | 4,667 |
| B = | 28.27 | 4,900 |
| C = | 29.68 | 5,145 |
| D = | 31.17 | 5,403 |
| E = | 32.73 | 5,673 |

Specialist III (Program Coordinator) - 100 additional part-time hours

Salary schedule effective 06/27/15

PERS is based on FY 14-15 Tier 2

Flex Benefit is based on calendar year 2014 cap

Life Benefit Rate: 0.21/\$1,000

AD&D Benefit Rate: 0.034/\$1,000

City of San Gabriel  
 Maintenance Leadperson - "B" Step  
 2015-16 Fiscal Year

|                       | <u>Acct #</u>     | <u>Annual<br/>Cost</u> | <u>% of Base</u> |
|-----------------------|-------------------|------------------------|------------------|
| <b>BUDGET</b>         |                   |                        |                  |
| Base Salary:          |                   |                        |                  |
| "B" Step              | 152-712-00-11-000 | 57,960.00              |                  |
| Sub-total             |                   | 57,960.00              |                  |
| Benefits:             |                   |                        |                  |
| P.E.R.S. Retirement   | 152-712-00-19-002 | 16,473.39              | 28.42%           |
| Medicare              | 152-712-00-19-004 | 840.42                 | 1.45%            |
| Flex Benefits         | 152-712-00-19-001 | 18,816.00              | 32.46%           |
| Life & ADD Benefits   | 152-712-00-19-001 | 169.71                 | 0.244%           |
| Sub-total             |                   | 36,299.52              | 62.63%           |
| Grand Total           |                   | 94,259.52              |                  |
| Covered by Retirement |                   | 16,473.39              |                  |
| Net General Fund      |                   | 77,786.13              |                  |

Note:

Salary Grade = 27

- A = 4,600
- B = 4,830
- C = 5,072
- D = 5,325
- E = 5,591

Salary Schedule effective 06/27/15  
 PERS is based on FY 15-16 Tier 1  
 Flex Benefit is based on calendar year 2014 cap  
 Life Benefit Rate: 0.21/\$1,000  
 AD&D Benefit Rate: 0.034/\$1,000

City of San Gabriel  
 Maintenance Worker II - "E" Step  
 2015-16 Fiscal Year

|                       | <u>Acct #</u>     | <u>Annual<br/>Cost</u> | <u>% of Base</u> |
|-----------------------|-------------------|------------------------|------------------|
| <b>BUDGET</b>         |                   |                        |                  |
| Base Salary:          |                   |                        |                  |
| "E" Step              | 152-712-00-11-000 | 53,412.00              |                  |
| Sub-total             |                   | 53,412.00              |                  |
| Benefits:             |                   |                        |                  |
| P.E.R.S. Retirement   | 152-712-00-19-002 | 15,180.76              | 28.42%           |
| Medicare              | 152-712-00-19-004 | 774.47                 | 1.45%            |
| Flex Benefits         | 152-712-00-19-001 | 18,816.00              | 35.23%           |
| Life & ADD Benefits   | 152-712-00-19-001 | 156.39                 | 0.244%           |
| Sub-total             |                   | 34,927.62              | 65.39%           |
| Grand Total           |                   | 88,339.62              |                  |
| Covered by Retirement |                   | 15,180.76              |                  |
| Net General Fund      |                   | 73,158.86              |                  |

Note:

Salary Grade = 25b

- A = 3,662
- B = 3,845
- C = 4,037
- D = 4,239
- E = 4,451

Salary Schedule effective 06/27/15  
 PERS is based on FY 15-16 Tier 1  
 Flex Benefit is based on calendar year 2014 cap  
 Life Benefit Rate: 0.21/\$1,000  
 AD&D Benefit Rate: 0.034/\$1,000

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #4**

|                                 |                               |                              |
|---------------------------------|-------------------------------|------------------------------|
| Mission Playhouse<br>Department | Mission Playhouse<br>Division | 152-712-00<br>Account Number |
|---------------------------------|-------------------------------|------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input checked="" type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p> | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;">Funding Source (Check One)</th> <th style="text-align:right; border-bottom: 1px solid black;">Funding Amount</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> General Fund</td> <td style="text-align:right;">41,000</td> </tr> <tr> <td><input type="checkbox"/> Mission Playhouse Imp. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Parks and Rec Facility Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "A"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "C"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Redevelopment</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> AQMD Trust Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Asset Forfeiture Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> State Sup. Law Enforce. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Gas Tax</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Waste Management Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Increased Fees (Please Specify)</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Other (Please Specify)</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><b>Total Program Cost</b></td> <td style="text-align:right; border-top: 1px solid black;"><b>41,000</b></td> </tr> </tbody> </table> | Funding Source (Check One) | Funding Amount | <input checked="" type="checkbox"/> General Fund | 41,000 | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify) | _____ | <input type="checkbox"/> Other (Please Specify) | _____ | <b>Total Program Cost</b> | <b>41,000</b> |
|--|--|----------------------------|----------------|--|--------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|--|-------|---|-------|---------------------------|---------------|
| Funding Source (Check One)   | Funding Amount   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <input checked="" type="checkbox"/> General Fund   | 41,000   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   | _____  |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <input type="checkbox"/> Parks and Rec Facility Fund   | _____  |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <input type="checkbox"/> Proposition "A"   | _____  |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <input type="checkbox"/> Proposition "C"   | _____  |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <input type="checkbox"/> Redevelopment   | _____  |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <input type="checkbox"/> AQMD Trust Fund   | _____  |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <input type="checkbox"/> Asset Forfeiture Fund   | _____  |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  | _____  |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <input type="checkbox"/> Gas Tax   | _____  |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <input type="checkbox"/> Waste Management Fund   | _____  |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <input type="checkbox"/> Increased Fees (Please Specify)   | _____  |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <input type="checkbox"/> Other (Please Specify)  | _____  |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <b>Total Program Cost</b>  | <b>41,000</b>  |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <p><b>Program or Item Description:</b></p> <p>FY 2015-2016 Community Engagement Budget</p> <p>ACCOUNT #: 152-712-00-27-047</p>   |  |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |

**Justification**

In FY 2014-15, the City Council allocated \$100,000 for community engagement programming and events. This funding was consistent with the city's strategic direction to engage the community and foster civic pride and ownership. Staff implemented a successful year-long program which focused on promoting arts and cultural events with a unique San Gabriel feel (see attached).

For FY 2015-16, staff proposes to continue to develop and enhance the events initiated in FY 2014-15. This request for \$41,000 is specific for the Mission Playhouse because it covers the cost of events/programming where the Mission Playhouse will be the lead in FY 2015-16. It will be utilized for the Summer Concerts in the Playhouse Plaza, the Summer Nights Closing Night Movie in the Playhouse, and ongoing monthly Playhouse Community Nights. For each of these events the Playhouse incurs marketing costs and staffing costs to assist with the events/programs. Staff at the Mission Playhouse will be responsible for producing these events in conjunction with support from other Departments as shown in the attached.

## City of San Gabriel Arts and Culture Community Engagement 2014-15

| Program Name  | Lead Department(s) | Planned Cost      |
|---|--------------------|-------------------|
| Community Art Fair  | CD, MP, CS         | \$ 2,000          |
| Circle the Square / Classic Car Show                                  | CD, MP, CS         | \$ 17,000         |
| San Gabriel Restaurant Week   | CD                 | \$ 2,000          |
| Donation to local museums to extend hours of operation                | CD                 | \$ 1,000          |
| Historic Homes/ Garden Tours  | CD & CS            | \$ 1,000          |
| Drive in Movies (3 summer events)                                     | CD, MP, CS         | \$ 15,000         |
| Community Nights at the Playhouse (12 total, 1 per month)             | MP                 | \$ 20,000         |
| Summer Concerts (2 already funded, 4 additional proposed for 6 total) | MP & CS            | \$ 12,000         |
| Halloween Event   | MP & CS            | \$ 10,000         |
| Lunar NY  | CD, MP, CS         | \$ 10,000         |
| Marketing for Community Events  | CD, MP, CS         | \$ 10,000         |
| <b>Total:</b>   |                    | <b>\$ 100,000</b> |

| Program Name  | Lead Department(s) | Actual Cost       |
|---|--------------------|-------------------|
| Community Art Fair  | CD, MP, CS         | \$ -              |
| Summer Nights Kick-Off Event  | CD, MP, CS         | \$ 15,000         |
| San Gabriel Restaurant Week   | CD                 | \$ 2,000          |
| Donation to local museums to extend hours of operation                | CD                 | \$ -              |
| Historic Homes/ Garden Tours  | CD & CS            | \$ 1,000          |
| Drive in Movies (3 summer events)                                     | CD, MP, CS         | \$ 15,000         |
| Community Nights at the Playhouse (12 total, 1 per month)             | MP                 | \$ 23,400         |
| Summer Concerts (2 already funded, 4 additional proposed for 6 total) | MP & CS            | \$ 12,000         |
| Halloween Event   | MP & CS            | \$ 10,000         |
| Lunar NY  | CD, MP, CS         | \$ 18,300         |
| Marketing for Community Events  | CD, MP, CS         | \$ -              |
| La Laguna Anniversary Event   | CD                 | \$ 3,300          |
| <b>Total:</b>   |                    | <b>\$ 100,000</b> |

Updated 3/17/2015

## Fiscal Year 2015-2016 Community Engagement Budget

| Program Name                       | Lead Dept.         | Supporting Dept. | Date(s)     | Budget           |
|------------------------------------|--------------------|------------------|-------------|------------------|
| Summer Nights                      |                    |                  | June-August |                  |
| Kick-off Event                     | CD                 | CS,MP            |             | \$15,500         |
| 2 Movies in the Park               | CS                 | CD,MP            |             | \$10,000         |
| Closing Night Movie (MP)           | MP                 | CS, CD           |             | \$5,000          |
| Concerts in the Park               | CS                 | CD, MP           |             | \$12,000         |
| Concerts in the Playhouse Plaza    | MP                 | CS, CD           |             | \$6,000          |
|                                    |                    | <b>Subtotal</b>  |             | <b>\$48,500</b>  |
| Restaurant Week                    | CD                 | CS,MP            | July        | \$2,000          |
| Halloween Events                   | CS                 | CD, MP           | October     | \$10,000         |
| Lunar New Year                     | CS                 | CD, MP           | February    | \$30,000         |
| Historic Homes/Gardens Tour        | CD                 | CS, MP           | May         | \$1,000          |
| San Gabriel Play Day               | CS                 | CD, MP           | May         | \$3,500          |
| Mission Playhouse Community Nights | MP                 | CD, CS           | Year Round  | \$25,000         |
| Marketing for Community Events     | CD                 | CS, MP           | Year Round  | \$5,000          |
| Staffing                           | CS, MP, CD, PW, PD |                  | Year Round  | \$25,000         |
|                                    |                    | <b>TOTAL</b>     |             | <b>\$150,000</b> |

|              |                  |
|--------------|------------------|
| CD           | \$28,500         |
| CS           | \$70,500         |
| MP           | \$41,000         |
| PW           | \$5,000          |
| PD           | \$5,000          |
| <b>Total</b> | <b>\$150,000</b> |

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Mission Playhouse Fire Curtain Repair PROJECT #: 6-12-17  
 DEPT. Mission Playhouse PREPARED BY: Anna Cross

#### CHANGES FROM PRIOR YEAR CIP:

|                |                                     |                  |                                     |
|----------------|-------------------------------------|------------------|-------------------------------------|
| <b>Status</b>  |                                     | <b>Timetable</b> |                                     |
| New Project    | <input type="checkbox"/>            | No Change        | <input type="checkbox"/>            |
| No Change      | <input type="checkbox"/>            | Advanced         | <input type="checkbox"/>            |
| Funding Change | <input checked="" type="checkbox"/> | Delayed          | <input checked="" type="checkbox"/> |

#### QUICK REFERENCE INFORMATION

|                      |                     |
|----------------------|---------------------|
| Project Start Date   | Associated Projects |
| <u>07/01/14</u>      |                     |
| Est. Completion Date |                     |
| <u>12/31/15</u>      |                     |

#### DESCRIPTION

The existing Playhouse Fire Curtain is the original asbestos curtain that was hung in the theater in 1927. The curtain has become brittle with age and has developed a 17 foot vertical rip with use. Playhouse staff has researched repairs but has not found a company willing to repair and certify the existing curtain as an operable fire curtain. It is time to remove and replace the fire curtain.

Original estimates for this project have proven to be lower than recent more accurately projected costs. Staff has hired RFM Architects to create a design for the new fire curtain and project costs are now estimated at \$350,000, including abatement of old asbestos curtain, design and construction of new curtain and necessary support systems.

Staff has met with CJPIA and has been assured the project can be submitted as a claim and shall be reimbursed. Council will need to approve funding the project in full up front, from the General Fund, and collecting CJPIA reimbursement once the project is completed.

This is an imminent need and safety issue.

Account No.: 122-712-15-97-802 and 122-712-35-97-802

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design |                    |                |                |                |                |                |                |
| Construction    | 100,000            |                |                |                |                |                | 100,000        |
| (Other)         |                    |                |                |                |                |                |                |
| <b>TOTAL</b>    | <b>100,000</b>     |                |                |                |                |                | <b>100,000</b> |

### RECOMMENDED FUNDING SOURCES

|                                 |                |  |  |  |  |  |                |
|---------------------------------|----------------|--|--|--|--|--|----------------|
| 35 Mission Playhouse Facility ▼ | 65,097         |  |  |  |  |  | 65,097         |
| 15 General Fund ▼               | 14,000         |  |  |  |  |  | 14,000         |
| ▼                               |                |  |  |  |  |  |                |
| ▼                               |                |  |  |  |  |  |                |
| ▼                               |                |  |  |  |  |  |                |
| UNFUNDED                        | 20,903         |  |  |  |  |  | 20,903         |
| (Other #1)                      |                |  |  |  |  |  |                |
| (Other #2)                      |                |  |  |  |  |  |                |
| <b>Total</b>                    | <b>100,000</b> |  |  |  |  |  | <b>100,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -

# CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

## INDIVIDUAL PROJECT DATA

PROJECT TITLE: Mission Playhouse Exterior Building Painting PROJECT #: 6-13-19

DEPT. Mission Playhouse PREPARED BY: Anna Cross

| CHANGES FROM PRIOR YEAR CIP:                  |                                    | QUICK REFERENCE INFORMATION |                      |
|---|------------------------------------|-----------------------------|----------------------|
| <b>Status</b>                                 | <b>Timetable</b>                   | Project Start Date          | Associated Projects  |
| New Project <input type="checkbox"/>          | No Change <input type="checkbox"/> | <input type="text"/>        | <input type="text"/> |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>  | Est. Completion Date        | <input type="text"/> |
| Funding Change <input type="checkbox"/>       | Delayed <input type="checkbox"/>   | <input type="text"/>        | <input type="text"/> |

## DESCRIPTION

The Mission Playhouse exterior is in need of plaster repair and painting. The exterior of the building was last painted approximately 15 years ago and has suffered significant water damage due to the roof leaking. When the roof leaked, water got into the walls and caused the plaster and paint to bubble and peel. The Playhouse roof was repaired recently and therefore it is now time to fix the plaster and repaint the exterior. The painting should include historical architectural painting on the front of the building as well as general painting for the sides and back of the building. The estimate for this work is \$150,000 and includes historic architectural painting, general painting, environmental testing for lead paint and remediation for peeling paint, and a roofer who will supply scaffolding and removal and replacement of a small section of tile roof which needs to be used as a surface to scaffold on for access to painting upper portions of the front of the building.

No accounting has been assigned to this project.

## EXPENDITURE PLAN

|                 | Prior Years | 2014-15 | 2015-16 | 2016-17 | 2017-18 | 2018-19 | TOTAL   |
|-----------------|-------------|---------|---------|---------|---------|---------|---------|
| Planning Design | _____       | _____   | _____   | _____   | _____   | _____   | _____   |
| Construction    | _____       | _____   | _____   | 150,000 | _____   | _____   | 150,000 |
| (Other)         | _____       | _____   | _____   | _____   | _____   | _____   | _____   |
| <b>TOTAL</b>    | _____       | _____   | _____   | 150,000 | _____   | _____   | 150,000 |

## RECOMMENDED FUNDING SOURCES

|                          |  |  |  |         |  |  |         |
|--------------------------|--|--|--|---------|--|--|---------|
| <input type="checkbox"/> |  |  |  |         |  |  |         |
| <input type="checkbox"/> |  |  |  |         |  |  |         |
| <input type="checkbox"/> |  |  |  |         |  |  |         |
| <input type="checkbox"/> |  |  |  |         |  |  |         |
| <input type="checkbox"/> |  |  |  |         |  |  |         |
| <b>UNFUNDED</b>          |  |  |  | 150,000 |  |  | 150,000 |
| (Other #1)               |  |  |  |         |  |  |         |
| (Other #2)               |  |  |  |         |  |  |         |
| <b>Total</b>             |  |  |  | 150,000 |  |  | 150,000 |

### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ - Operating: \$ \_\_\_\_\_ - Total: \$ \_\_\_\_\_ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

**PROJECT TITLE:** Mission Playhouse Stage Equipment Improvements      **PROJECT #:** 6-13-20  
**DEPT.:** Mission Playhouse      **PREPARED BY:** Anna Cross

| CHANGES FROM PRIOR YEAR CIP:                  |                                    | QUICK REFERENCE INFORMATION               |   |
|---|------------------------------------|---|---|
| <b>Status</b>                                 | <b>Timetable</b>                   | Project Start Date                        | Associated Projects                       |
| New Project <input type="checkbox"/>          | No Change <input type="checkbox"/> | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>  | Est. Completion Date                      | <input style="width: 100%;" type="text"/> |
| Funding Change <input type="checkbox"/>       | Delayed <input type="checkbox"/>   | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> |

### DESCRIPTION

There are several pieces of stage equipment that are in need of replacing or updating at the Mission Playhouse. These items include:

- 1) Additional Stage Lighting Improvements: This would be Phase 3 of the Lighting System upgrades. Electrical and lighting equipment improvements can be made by replacing the Far Cycs and Washes with energy efficiency lighting instruments which are also lighter weight and therefore safer for hanging overhead on stage. In addition the multiple run lighting electrical cables can be replaced with single run socapex cables which are lighter and will replace the heavier multiple run cables, making it safer with less weight hung overhead on stage. The energy efficient lighting would save on annual electrical costs. The estimated cost for these lighting equipment upgrades is \$45,000.
  
- 2) Replacement of Risers: The existing riser platforms are between 15 - 20 years old and are used not only on the Mission Playhouse stage, but also throughout the City at outdoor events such as National Night Out, 4th of July Celebration, and other special events. The risers are not very sturdy and the existing ones are foldable which over the years has lead to bent riser legs creating an uneven platform surface. These riser platforms are in need of replacing with stronger and safer ones which will also have better handrails than the current ones. The estimated cost for new risers is \$25,000.
  
- 3) Wheelchair Lift for Stage Access: Currently access to the stage from the dressing rooms for people in wheelchairs is cumbersome. The existing route is to go from the dressing rooms backstage, along the side hallway past the audience seating area to the front of the theater and then outside through the parking lot all the way to the back of the building and then down the ramp on to stage through the stage well door, which is a huge opening and loud to operate - impractical to open during a performance. Installation of a lift along side the existing stairwell from the stage to the dressing rooms would make access for wheelchairs much more convenient. The estimated cost for a wheelchair lift on stage is \$25,000.

The combined total for Stage Equipment Improvements listed here is \$95,000.

No accounting has been assigned to this project.

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>  |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|---------------|
| Planning Design | _____              | _____          | _____          | _____          | _____          | _____          | _____         |
| Construction    | _____              | _____          | _____          | _____          | _____          | _____          | _____         |
| Purchase        | _____              | _____          | _____          | 95,000         | _____          | _____          | 95,000        |
| (Other)         | _____              | _____          | _____          | _____          | _____          | _____          | _____         |
| <b>TOTAL</b>    | _____              | _____          | _____          | <b>95,000</b>  | _____          | _____          | <b>95,000</b> |

### RECOMMENDED FUNDING SOURCES

|              |       |       |       |               |       |       |               |
|--------------|-------|-------|-------|---------------|-------|-------|---------------|
| ▼            | _____ | _____ | _____ | _____         | _____ | _____ | _____         |
| ▼            | _____ | _____ | _____ | _____         | _____ | _____ | _____         |
| ▼            | _____ | _____ | _____ | _____         | _____ | _____ | _____         |
| ▼            | _____ | _____ | _____ | _____         | _____ | _____ | _____         |
| ▼            | _____ | _____ | _____ | _____         | _____ | _____ | _____         |
| UNFUNDED     | _____ | _____ | _____ | 95,000        | _____ | _____ | 95,000        |
| (Other #1)   | _____ | _____ | _____ | _____         | _____ | _____ | _____         |
| (Other #2)   | _____ | _____ | _____ | _____         | _____ | _____ | _____         |
| <b>Total</b> | _____ | _____ | _____ | <b>95,000</b> | _____ | _____ | <b>95,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ - Operating: \$ \_\_\_\_\_ - Total: \$ \_\_\_\_\_ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Mission Playhouse Stage Pit Lift PROJECT #: 6-13-21

DEPT. Mission Playhouse PREPARED BY: Anna Cross

| CHANGES FROM PRIOR YEAR CIP:                  |                                    |  |  | QUICK REFERENCE INFORMATION |                      |                      |
|---|------------------------------------|--|--|-----------------------------|----------------------|----------------------|
| <b>Status</b>                                 | <b>Timetable</b>                   |  |  | Project Start Date          | Associated Projects  |                      |
| New Project <input type="checkbox"/>          | No Change <input type="checkbox"/> |  |  | <input type="text"/>        | <input type="text"/> | <input type="text"/> |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>  |  |  | Est. Completion Date        | <input type="text"/> | <input type="text"/> |
| Funding Change <input type="checkbox"/>       | Delayed <input type="checkbox"/>   |  |  | <input type="text"/>        | <input type="text"/> | <input type="text"/> |

### DESCRIPTION

The Mission Playhouse has an orchestra pit located in front of the stage. This pit is used when live orchestras accompany performances on stage and is also the location where the Wurlitzer organ is housed. When the Wurlitzer was installed in 1974 an organ elevator was also installed but this only raises and lowers a small section of the pit for the organ to be brought to stage level. Most orchestra pits are designed with the full pit on a lift system that can be raised and lowered as needed. The lift could be lowered all the way to a storage space under the stage, or halfway to floor level, or all the way up level with the stage.

If lowered all the way, the lift could be filled with equipment from underneath the stage and then raised and unloaded safely on stage - this would replace our current system of hand carrying heavy loads up the stairs from the storage area under the stage.

The pit could also be raised so it would be level with the floor of the audience seats to accommodate an additional seating area, giving us an increased capacity when needed, which is appealing to some producers who may feel that the capacity of this theater is too small for their needs.

If the pit were to be raised all the way up, level with the stage, it could be used as part of the stage to give more stage area for larger shows. This could be helpful in securing bigger shows that need larger stage spaces.

Having a lift set up this way gives the theater much more flexibility and ability to adapt to different events that occur in the theater. It allows many different setups, each one specific to certain types of productions. In order to provide more options for stage extensions and safer operations the Playhouse could benefit by installing a full orchestra pit lift. The estimated cost for a full orchestra pit lift system is \$300,000.

No accounting has been assigned to this project.

### EXPENDITURE PLAN

|                 | <u>Prior Years</u>   | <u>2014-15</u>       | <u>2015-16</u>       | <u>2016-17</u>       | <u>2017-18</u>       | <u>2018-19</u>       | <u>TOTAL</u>         |
|-----------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Planning Design | <input type="text"/> |
| Construction    | <input type="text"/> | <input type="text"/> | <input type="text"/> | 300,000              | <input type="text"/> | <input type="text"/> | 300,000              |
| (Other)         | <input type="text"/> |
| <b>TOTAL</b>    |                      |                      |                      | <b>300,000</b>       |                      |                      | <b>300,000</b>       |

### RECOMMENDED FUNDING SOURCES

|                      |                      |                      |                      |                      |                      |                      |                      |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> |
| <input type="text"/> |
| <input type="text"/> |
| <input type="text"/> |
| <input type="text"/> |
| UNFUNDED             | <input type="text"/> | <input type="text"/> | <input type="text"/> | 300,000              | <input type="text"/> | <input type="text"/> | 300,000              |
| (Other #1)           | <input type="text"/> |
| (Other #2)           | <input type="text"/> |
| <b>Total</b>         |                      |                      |                      | <b>300,000</b>       |                      |                      | <b>300,000</b>       |

**IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:**

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Mission Playhouse New Doors and Windows PROJECT #: 6-13-22

DEPT. Mission Playhouse PREPARED BY: Anna Cross

| CHANGES FROM PRIOR YEAR CIP: |                                     |                  |                                     | QUICK REFERENCE INFORMATION |                      |                      |
|------------------------------|-------------------------------------|------------------|-------------------------------------|-----------------------------|----------------------|----------------------|
| <b>Status</b>                |                                     | <b>Timetable</b> |                                     | Project Start Date          | Associated Projects  |                      |
| New Project                  | <input type="checkbox"/>            | No Change        | <input checked="" type="checkbox"/> | <input type="text"/>        | <input type="text"/> | <input type="text"/> |
| No Change                    | <input checked="" type="checkbox"/> | Advanced         | <input type="checkbox"/>            | Est. Completion Date        | <input type="text"/> | <input type="text"/> |
| Funding Change               | <input type="checkbox"/>            | Delayed          | <input type="checkbox"/>            | <input type="text"/>        | <input type="text"/> | <input type="text"/> |

### DESCRIPTION

The Mission Playhouse is in need of new windows and doors to replace the rotted wood and cracked single paned glass. The rotted wood is becoming a safety concern when opening and closing windows. The single paned glass should be replaced with double paned to create a more energy efficient building. In the dressing rooms and backstage bathrooms the clear glass should be replaced with frosted glass to allow light in but provide privacy at the same time. Many of the existing windows don't lock properly due to the age of the window frames and rotted wood which causes a security concern. Many of the doors around the building don't latch correctly and this also causes a security issue. The front wooden doors are rotting and need to be restored or replicated in a historically accurate style.

No accounting has been assigned to this project.

### EXPENDITURE PLAN

|                 | Prior Years | 2014-15 | 2015-16 | 2016-17        | 2017-18 | 2018-19 | TOTAL          |
|-----------------|-------------|---------|---------|----------------|---------|---------|----------------|
| Planning Design | _____       | _____   | _____   | 50,000         | _____   | _____   | 50,000         |
| Construction    | _____       | _____   | _____   | 75,000         | _____   | _____   | 75,000         |
| (Other)         | _____       | _____   | _____   | _____          | _____   | _____   | _____          |
| <b>TOTAL</b>    | _____       | _____   | _____   | <b>125,000</b> | _____   | _____   | <b>125,000</b> |

### RECOMMENDED FUNDING SOURCES

|                      |       |       |       |                |       |       |                |
|----------------------|-------|-------|-------|----------------|-------|-------|----------------|
| <input type="text"/> | _____ | _____ | _____ | _____          | _____ | _____ | _____          |
| <input type="text"/> | _____ | _____ | _____ | _____          | _____ | _____ | _____          |
| <input type="text"/> | _____ | _____ | _____ | _____          | _____ | _____ | _____          |
| <input type="text"/> | _____ | _____ | _____ | _____          | _____ | _____ | _____          |
| <input type="text"/> | _____ | _____ | _____ | _____          | _____ | _____ | _____          |
| <b>UNFUNDED</b>      | _____ | _____ | _____ | <b>125,000</b> | _____ | _____ | <b>125,000</b> |
| (Other #1)           | _____ | _____ | _____ | _____          | _____ | _____ | _____          |
| (Other #2)           | _____ | _____ | _____ | _____          | _____ | _____ | _____          |
| <b>Total</b>         | _____ | _____ | _____ | <b>125,000</b> | _____ | _____ | <b>125,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ - Operating: \$ \_\_\_\_\_ - Total: \$ \_\_\_\_\_ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Mission Playhouse Marquee PROJECT #: 7-10-14  
 DEPT. Mission Playhouse PREPARED BY: Anna Cross

| CHANGES FROM PRIOR YEAR CIP:                       |   | QUICK REFERENCE INFORMATION |                      |
|--|---|-----------------------------|----------------------|
| <b>Status</b>                                      | <b>Timetable</b>                              | Project Start Date          | Associated Projects  |
| New Project <input type="checkbox"/>               | No Change <input checked="" type="checkbox"/> | <input type="text"/>        | <input type="text"/> |
| No Change <input type="checkbox"/>                 | Advanced <input type="checkbox"/>             | Est. Completion Date        | <input type="text"/> |
| Funding Change <input checked="" type="checkbox"/> | Delayed <input type="checkbox"/>              | 12/31/15                    | <input type="text"/> |

### DESCRIPTION

Replace the old marquee with a new unit.

Account #: 122-712-35-97-801

Prior Year Funding:  
2010-11 = \$90,720

Moved funds from Fire Curtain Replacement Fund (122-712-35-97-802) in the amount of \$47,552 to Marquee Replacement Fund (122-712-35-97-801). Fire Curtain Replacement to be funded by insurance claim to CJPIA.

Current Marquee Replacement Account Balance: \$109,448

Marquee design plans are completed and have already received Planning Commission approval.

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design | 39,000             |                |                |                |                |                | 39,000         |
| Construction    |                    |                |                |                |                |                |                |
| Purchase        | 100,000            |                |                |                |                |                | 100,000        |
| (Other)         |                    |                |                |                |                |                |                |
| <b>TOTAL</b>    | <b>139,000</b>     |                |                |                |                |                | <b>139,000</b> |

### RECOMMENDED FUNDING SOURCES

|                                 |                |  |  |  |  |  |                |
|---------------------------------|----------------|--|--|--|--|--|----------------|
| 35 Mission Playhouse Facility ▼ | 139,000        |  |  |  |  |  | 139,000        |
| ▼                               |                |  |  |  |  |  |                |
| ▼                               |                |  |  |  |  |  |                |
| ▼                               |                |  |  |  |  |  |                |
| ▼                               |                |  |  |  |  |  |                |
| UNFUNDED                        |                |  |  |  |  |  |                |
| (Other #1)                      |                |  |  |  |  |  |                |
| (Other #2)                      |                |  |  |  |  |  |                |
| <b>Total</b>                    | <b>139,000</b> |  |  |  |  |  | <b>139,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Mission Playhouse Seat Replacement PROJECT #: 8-11-40

DEPT. Mission Playhouse PREPARED BY: Steve Wilkinson

#### CHANGES FROM PRIOR YEAR CIP:

#### QUICK REFERENCE INFORMATION

**Status**

New Project  Timetable

No Change  No Change

Funding Change  Advanced

Delayed

Project Start Date

Associated Projects

Est. Completion Date

#### DESCRIPTION

Replace existing seats on main floor and balcony with new seats.

No accounting has been assigned to this project.

### EXPENDITURE PLAN

|                 | Prior Years | 2014-15 | 2015-16 | 2016-17 | 2017-18        | 2018-19 | TOTAL          |
|-----------------|-------------|---------|---------|---------|----------------|---------|----------------|
| Planning Design |             |         |         |         | 500,000        |         | 500,000        |
| Construction    |             |         |         |         |                |         |                |
| (Other)         |             |         |         |         |                |         |                |
| <b>TOTAL</b>    |             |         |         |         | <b>500,000</b> |         | <b>500,000</b> |

### RECOMMENDED FUNDING SOURCES

|              |  |  |  |  |                |  |                |
|--------------|--|--|--|--|----------------|--|----------------|
| ▼            |  |  |  |  |                |  |                |
| ▼            |  |  |  |  |                |  |                |
| ▼            |  |  |  |  |                |  |                |
| ▼            |  |  |  |  |                |  |                |
| ▼            |  |  |  |  |                |  |                |
| UNFUNDED     |  |  |  |  | 500,000        |  | 500,000        |
| (Other #1)   |  |  |  |  |                |  |                |
| (Other #2)   |  |  |  |  |                |  |                |
| <b>total</b> |  |  |  |  | <b>500,000</b> |  | <b>500,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ Operating: \$ \_\_\_\_\_ Total: \$ \_\_\_\_\_ -

## DEPARTMENT DIVISION DESCRIPTIONS

### Police

The San Gabriel Police Department provides law enforcement services to preserve the peace, safety and welfare of the community for residents, businesses and visitors. The Department is organized into three divisions; Uniform (Patrol and Traffic), Investigations and Services. The department responds to calls for service, proactively patrols and conducts investigations into criminal matters.

For Fiscal Year 2015/16 the Police Department will replace 4 patrol vehicles, 1 staff vehicle, 1 motorcycle and the vehicle used by the Department's Crime Prevention Officer. Additionally, the Department will replace an outdated voice logging system that records emergency phone and radio traffic, equip each officer with an Individual First Aid Kit, upgrade existing patrol rifles and replace 5 outdated computers and a video projector.

### Office of Traffic Safety

The California Office of Traffic Safety (OTS) is an annual grant program that funds special enforcements and public awareness efforts to prevent traffic related deaths and injuries. The San Gabriel Police Department uses the funding as part of the city's ongoing commitment to keep the city's roadways safe and improve the quality of life through both enforcement and education.

### State Supplemental Law Enforcement

This cost center partially funds personnel assigned to the Police Department dispatch operation.

## POLICE DEPARTMENT PERFORMANCE MEASUREMENT

---

| <u>Unit of Measure</u>              | 2013-14<br><u>Actual</u> | 2014-15<br><u>Estimated</u> | <u>Notes</u>                            |
|-------------------------------------|--------------------------|-----------------------------|---|
| Driving Under the Influence Arrests | 96                       | 108                         |   |
| Injury/Fatal Traffic Collisions     | 164                      | 163                         |   |
| Moving Citations                    | 5,309                    | 4,444                       |   |
| Parking Citations                   | 14,689                   | 14,947                      |   |
| Part One Crime                      | 906                      | 902                         |   |
| Violent Crimes                      | 232                      | 273                         | Homicide, Robbery, Rape, Assault        |
| Property Crimes                     | 674                      | 629                         | Burglary, Larceny, Vehicle Theft, Arson |

### Key Performance Indicators

|                                      |        |        |                     |
|--------------------------------------|--------|--------|---------------------|
| Change in Part One Crime Incidence   | 15.12% | -0.44% |                     |
| Response Times for Serious Incidents |        | 4:32   | Disptach to Arrival |

### Outcome Measurement

|                   |       |       |
|-------------------|-------|-------|
| Calls for Service | 22619 | 24255 |
| Adult Arrests     | 560   | 572   |
| Juvenile Arrests  | 27    | 13    |

### Measures of Customer Satisfaction

|                                      |   |   |                           |
|--------------------------------------|---|---|---------------------------|
| Citizen Complaints                   | 2 | 3 |                           |
| Citizen Complaints Sustained         | 0 | 0 |                           |
| Informal Survey of Reporting Parties | - | - | Program under development |

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
751 POLICE  
00 DEPARTMENT

|        |                        | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|------------------------|---|---|
| 11-000 | Full Time Employees    | 5,825,887                               | 6,210,455                               |
| 12-000 | Limited Time Employees | 154,534                                 | 162,326                                 |
| 13-000 | Overtime Employees     | 275,238                                 | 280,238                                 |
| 19-001 | Health Insurance       | 1,328,874                               | 1,285,874                               |
| 19-002 | Retirement             | 2,139,011                               | 2,606,098                               |
| 19-004 | Medicare               | 74,711                                  | 87,077                                  |
|        | Salaries and Benefits  | 9,798,255                               | 10,632,068                              |
| 21-000 | Special Departmental   | 30,000                                  | 30,000                                  |
| 22-000 | Contractual            | 459,000                                 | 459,000                                 |
| 31-000 | Office Operating       | 21,000                                  | 21,000                                  |
| 33-000 | Vehicle Operating      | 281,000                                 | 281,000                                 |
| 33-060 | Vehicle Replacement    | 200,000                                 | 198,000                                 |
| 35-000 | Building Operating     | 45,700                                  | 45,410                                  |
| 40-003 | Electricity            | 45,000                                  | 45,000                                  |
| 40-004 | Gas                    | 2,000                                   | 2,000                                   |
| 40-005 | Telephone              | 40,000                                  | 40,000                                  |
| 40-006 | Water                  | 2,000                                   | 2,000                                   |
| 40-007 | Cable                  | 800                                     | 800                                     |
| 40-008 | Sewer Service Charge   | 0                                       | 1,494                                   |
| 40-010 | Wireless Services      | 12,300                                  | 12,300                                  |
| 43-000 | Uniforms               | 74,400                                  | 74,400                                  |
| 45-000 | Educational            | 75,000                                  | 75,000                                  |
| 53-000 | Membership and Dues    | 3,500                                   | 3,790                                   |
| 54-000 | Allowances             | 7,000                                   | 7,000                                   |
|        | Operating              | 1,298,700                               | 1,298,194                               |
| 91-000 | Budget Savings         | 0                                       | 0                                       |
|        | POLICE                 | <u>11,096,955</u>                       | <u>11,930,262</u>                       |

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "21") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|                      |                    |                              |
|----------------------|--------------------|------------------------------|
| Police<br>Department | Police<br>Division | 121-751-00<br>Account Number |
|----------------------|--------------------|------------------------------|

| Activity Type                 | Potential Vendor | Amount        |
|-------------------------------|------------------|---------------|
| #1: Citations & Forms         | TBD              | 7,500         |
| #2: Ammunition & Range        | TBD              | 8,000         |
| #3: Flares                    | TBD              | 1,000         |
| #4: Supplies                  | TBD              | 4,000         |
| #5: First-Aid Supplies        | Zee Medical      | 1,200         |
| #6: Crime Prevention Supplies | Various          | 4,000         |
| #7: Batteries                 | TBD              | 4,300         |
| #8:                           |                  |               |
| #9:                           |                  |               |
| #10:                          |                  |               |
| #11:                          |                  |               |
| #12:                          |                  |               |
| #13:                          |                  |               |
| #14:                          |                  |               |
| #15:                          |                  |               |
| #16:                          |                  |               |
| #17:                          |                  |               |
| #18:                          |                  |               |
| #19:                          |                  |               |
| #20:                          |                  |               |
| <b>TOTAL</b>                  |                  | <b>30,000</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Contractual (Account "22") Budget Detail**  
*Payments to persons/agencies for services rendered*

|                      |                    |                              |
|----------------------|--------------------|------------------------------|
| Police<br>Department | Police<br>Division | 121-751-00<br>Account Number |
|----------------------|--------------------|------------------------------|

| <u>Activity Type</u>                      | <u>Potential Vendor</u>            | <u>Amount</u>  |
|---|------------------------------------|----------------|
| #1: Janitorial Services                   | Daily Maintenance                  | 19,500         |
| #2: Radio Contracts                       | Motorola & Consultant              | 20,000         |
| #3: RMS CAD & Hardware Maintenance        | Tritech and Misc                   | 74,000         |
| #4: Copiers                               | OCE                                | 19,500         |
| #5: Prisoner Booking                      | Alhambra, Mpk, LASD, Tri-County    | 45,000         |
| #6: Hearing Officer                       | Litwin                             | 3,000          |
| #7: Backgrounds & Hiring Process          | Youngblood, Saxe, TransUnion, ABI  | 16,000         |
| #8: Legal                                 | LADA, Pitchess Motions             | 5,000          |
| #9: Maintenance, Phone and Recorder       | Nexteria, Plantronics, Voice Print | 9,600          |
| #10: Pest Control                         | Terminex                           | 1,000          |
| #11: Prisoner Meals                       | SGVMC                              | 400            |
| #12: Prisoner Medical                     | SGVMC, Bloodwork and Others        | 5,000          |
| #13: Software Maintenance & Contracts     | TBD                                | 15,000         |
| #14: Video Surveillance Maintenance       | Spying Eye                         | 3,000          |
| #15: Parking Enforcement & Permit Vending | Intercon & Permit Vending          | 135,000        |
| #16: Fingerprinting Services & CAL ID     | California DOJ & JAC               | 5,000          |
| #17: Document Shredding                   | Recall (BINS)                      | 2,000          |
| #18: Generator                            | Duthie                             | 1,000          |
| #19: Contract Crossing Guard Services     | All City Services                  | 80,000         |
| #20:                                      |                                    |                |
| <b>TOTAL</b>                              |                                    | <b>459,000</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Building Operating (Account "35") Budget Detail**  
*Maintenance and use of physical buildings*

|                      |                    |                              |
|----------------------|--------------------|------------------------------|
| Police<br>Department | Police<br>Division | 121-751-00<br>Account Number |
|----------------------|--------------------|------------------------------|

| Activity Type                              | Potential Vendor | Amount        |
|--|------------------|---------------|
| #1: Plumbing                               | TBD              | 500           |
| #2: Electrical Supplies                    | TBD              | 500           |
| #3: Fire Extinguisher                      | TBD              | 1,200         |
| #4: Building Repairs                       | TBD              | 1,000         |
| #5: Locksmith and Keys                     | Harold's         | 500           |
| #6: HVAC                                   | KLM              | 12,000        |
| #7: Issues related to deferred maintenance | TBD              | 29,710        |
| #8: _____                                  | _____            | _____         |
| #9: _____                                  | _____            | _____         |
| #10: _____                                 | _____            | _____         |
| #11: _____                                 | _____            | _____         |
| #12: _____                                 | _____            | _____         |
| #13: _____                                 | _____            | _____         |
| #14: _____                                 | _____            | _____         |
| #15: _____                                 | _____            | _____         |
| #16: _____                                 | _____            | _____         |
| #17: _____                                 | _____            | _____         |
| #18: _____                                 | _____            | _____         |
| #19: _____                                 | _____            | _____         |
| #20: _____                                 | _____            | _____         |
| <b>TOTAL</b>                               |                  | <b>45,410</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Memberships and Dues (Account "53") Budget Detail**  
*Amounts paid for membership in various organizations*

|                      |                    |                              |
|----------------------|--------------------|------------------------------|
| Police<br>Department | Police<br>Division | 121-751-00<br>Account Number |
|----------------------|--------------------|------------------------------|

| <u>Member Name</u>       | <u>Organization</u>   | <u>Amount</u>       |
|--------------------------|-----------------------|---------------------|
| #1: Training Sergeant    | CAPTO and NEATOA      | 80                  |
| #2: Capt and Chief       | CPOA (2)              | 250                 |
| #3: Evidence Custodian   | CAPE                  | 45                  |
| #4: Investigator         | IAFCI                 | 75                  |
| #5: All Reserve Officers | CRPOA (10)            | 720                 |
| #6: Investigator         | CMIA                  | 5                   |
| #7: Chief                | LACPCA                | 500                 |
| #8: Chief                | CPCA                  | 600                 |
| #9: Personnel Sergeant   | CBIA                  | 15                  |
| #10: Capt and Chief      | POALAC (2)            | 50                  |
| #11: Records Supervisor  | CLEARs                | 100                 |
| #12: Chief               | IACP                  | 120                 |
| #13: Chief               | SGVPCA                | 250                 |
| #14: Investigators       | CSAIA (2) & IAFCI (2) | 110                 |
| #15: Telecommunicators   | NENA                  | 90                  |
| #16: Investigators       | CNOA (3)              | 150                 |
| #17: Crime Prevention    | SCCPPA                | 30                  |
| #18: PIO                 | CAPIO                 | 600                 |
| #19:                     |                       |                     |
| #20:                     |                       |                     |
| <b>TOTAL</b>             |                       | <b><u>3,790</u></b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Allowances (Account "54") Budget Detail**  
*Primarily for attendance of conferences and meetings*

|                      |                    |                              |
|----------------------|--------------------|------------------------------|
| Police<br>Department | Police<br>Division | 121-751-00<br>Account Number |
|----------------------|--------------------|------------------------------|

| Activity Type      | Organization                 | Amount       |
|--------------------|------------------------------|--------------|
| #1: Conference     | League of CA Cities          | 1,000        |
| #2: Conference     | Independent Cities           | 1,600        |
| #3: Conference     | Int'l Assoc Chiefs of Police | 2,800        |
| #4: Conference     | Calif Police Chiefs Assoc    | 1,200        |
| #5: Conference     | Calif Leg Day                | 0            |
| #6: Local Meetings | TBD                          | 400          |
| #7:                |                              |              |
| #8:                |                              |              |
| #9:                |                              |              |
| #10:               |                              |              |
| #11:               |                              |              |
| #12:               |                              |              |
| #13:               |                              |              |
| #14:               |                              |              |
| #15:               |                              |              |
| #16:               |                              |              |
| #17:               |                              |              |
| #18:               |                              |              |
| #19:               |                              |              |
| #20:               |                              |              |
| <b>TOTAL</b>       |                              | <b>7,000</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #1**

|                      |                    |                              |
|----------------------|--------------------|------------------------------|
| Police<br>Department | Police<br>Division | 121-751-00<br>Account Number |
|----------------------|--------------------|------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input checked="" type="checkbox"/> Capital Outlay</p> | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;"><b>Funding Source (Check One)</b></th> <th style="text-align:right; border-bottom: 1px solid black;"><b>Funding Amount</b></th> </tr> </thead> <tbody> <tr><td><input type="checkbox"/> General Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Mission Playhouse Imp. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Parks and Rec Facility Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "A"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "C"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Redevelopment</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> AQMD Trust Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Asset Forfeiture Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> State Sup. Law Enforce. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Gas Tax</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Waste Management Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Increased Fees (Please Specify)</td><td style="text-align:right;">_____</td></tr> <tr><td><input checked="" type="checkbox"/> Other (Please Specify)<br/>Automotive Equipment</td><td style="text-align:right; vertical-align: bottom;">198,000</td></tr> <tr> <td style="border-top: 1px solid black;"><b>Total Program Cost</b></td> <td style="text-align:right; border-top: 1px solid black; border-bottom: 3px double black;"><b>198,000</b></td> </tr> </tbody> </table> | <b>Funding Source (Check One)</b> | <b>Funding Amount</b> | <input type="checkbox"/> General Fund | _____ | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify) | _____ | <input checked="" type="checkbox"/> Other (Please Specify)<br>Automotive Equipment | 198,000 | <b>Total Program Cost</b> | <b>198,000</b> |
|--|--|-----------------------------------|-----------------------|---------------------------------------|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|--|-------|--|---------|---------------------------|----------------|
| <b>Funding Source (Check One)</b>  | <b>Funding Amount</b>  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |         |                           |                |
| <input type="checkbox"/> General Fund  | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |         |                           |                |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |         |                           |                |
| <input type="checkbox"/> Parks and Rec Facility Fund   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |         |                           |                |
| <input type="checkbox"/> Proposition "A"   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |         |                           |                |
| <input type="checkbox"/> Proposition "C"   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |         |                           |                |
| <input type="checkbox"/> Redevelopment   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |         |                           |                |
| <input type="checkbox"/> AQMD Trust Fund   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |         |                           |                |
| <input type="checkbox"/> Asset Forfeiture Fund   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |         |                           |                |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |         |                           |                |
| <input type="checkbox"/> Gas Tax   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |         |                           |                |
| <input type="checkbox"/> Waste Management Fund   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |         |                           |                |
| <input type="checkbox"/> Increased Fees (Please Specify)   | _____  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |         |                           |                |
| <input checked="" type="checkbox"/> Other (Please Specify)<br>Automotive Equipment   | 198,000  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |         |                           |                |
| <b>Total Program Cost</b>  | <b>198,000</b>   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |         |                           |                |
| <p><b>Program or Item Description:</b></p> <p>Police Vehicle Replacements</p>  |  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |  |         |                           |                |

|   |
|---|
| <p><b>Justification</b></p> <p>Item # 7-10-13 in Capital Improvement Plan</p> <p>Annual Replacement of Police Vehicles<br/>4 Front-line Patrol Vehicles, 1 Staff Vehicle, 1 Police Motorcycle, 1 Crime Prevention Vehicle</p> |
|---|

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #2**

|                      |                    |                              |
|----------------------|--------------------|------------------------------|
| Police<br>Department | Police<br>Division | 121-751-00<br>Account Number |
|----------------------|--------------------|------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input checked="" type="checkbox"/> Capital Outlay</p> | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;"><b>Funding Source (Check One)</b></th> <th style="text-align:right; border-bottom: 1px solid black;"><b>Funding Amount</b></th> </tr> </thead> <tbody> <tr><td><input type="checkbox"/> General Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Mission Playhouse Imp. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Parks and Rec Facility Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "A"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "C"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Redevelopment</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> AQMD Trust Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input checked="" type="checkbox"/> Asset Forfeiture Fund</td><td style="text-align:right;">10,000</td></tr> <tr><td><input type="checkbox"/> State Sup. Law Enforce. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Gas Tax</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Waste Management Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Increased Fees (Please Specify)</td><td style="text-align:right;">_____</td></tr> <tr><td>_____</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Other (Please Specify)</td><td style="text-align:right;">_____</td></tr> <tr><td>_____</td><td style="text-align:right;">_____</td></tr> <tr> <td><b>Total Program Cost</b></td> <td style="text-align:right; border-top: 1px solid black;"><b>10,000</b></td> </tr> </tbody> </table> | <b>Funding Source (Check One)</b> | <b>Funding Amount</b> | <input type="checkbox"/> General Fund | _____ | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input checked="" type="checkbox"/> Asset Forfeiture Fund | 10,000 | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify) | _____ | _____ | _____ | <input type="checkbox"/> Other (Please Specify) | _____ | _____ | _____ | <b>Total Program Cost</b> | <b>10,000</b> |
|--|---|-----------------------------------|-----------------------|---------------------------------------|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|--------|---|-------|----------------------------------|-------|--|-------|--|-------|-------|-------|---|-------|-------|-------|---------------------------|---------------|
| <b>Funding Source (Check One)</b>  | <b>Funding Amount</b>   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |   |        |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> General Fund  | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |   |        |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |   |        |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> Parks and Rec Facility Fund   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |   |        |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> Proposition "A"   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |   |        |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> Proposition "C"   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |   |        |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> Redevelopment   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |   |        |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> AQMD Trust Fund   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |   |        |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input checked="" type="checkbox"/> Asset Forfeiture Fund  | 10,000  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |   |        |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |   |        |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> Gas Tax   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |   |        |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> Waste Management Fund   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |   |        |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> Increased Fees (Please Specify)   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |   |        |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| _____  | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |   |        |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <input type="checkbox"/> Other (Please Specify)  | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |   |        |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| _____  | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |   |        |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <b>Total Program Cost</b>  | <b>10,000</b>   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |   |        |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |
| <p><b>Program or Item Description:</b></p> <p>Individual First Aid Kits</p>  |   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |   |        |   |       |                                  |       |  |       |  |       |       |       |   |       |       |       |                           |               |

|   |
|---|
| <p><b>Justification</b></p> <p>Purchase and equip each Police Officer with an approved Individual First Aid Kit (IFAK). Area C Police Agencies have collaborated and designed a protocol for deployment and use of IFAK for all Officers. The IFAK includes life saving components for Officers to use in cases of traumatic injury to save lives and lessen injury damage.</p> |
|---|

**CITY OF SAN GABRIEL**  
**2015-16 Additional Budget Request**  
 (Please complete one form for each item)

**Request Number #3**

|                      |                    |                              |
|----------------------|--------------------|------------------------------|
| Police<br>Department | Police<br>Division | 121-751-00<br>Account Number |
|----------------------|--------------------|------------------------------|

| <u>Activity Type (Check One)</u>                   | <u>Funding Source (Check One)</u>                         | <u>Funding Amount</u> |
|--|---|-----------------------|
| <input type="checkbox"/> Personnel                 | <input type="checkbox"/> General Fund                     | _____                 |
| <input type="checkbox"/> Operating                 | <input type="checkbox"/> Mission Playhouse Imp. Fund      | _____                 |
| <input type="checkbox"/> Special Projects          | <input type="checkbox"/> Parks and Rec Facility Fund      | _____                 |
| <input checked="" type="checkbox"/> Capital Outlay | <input type="checkbox"/> Proposition "A"                  | _____                 |
|  | <input type="checkbox"/> Proposition "C"                  | _____                 |
|  | <input type="checkbox"/> Redevelopment                    | _____                 |
|  | <input type="checkbox"/> AQMD Trust Fund                  | _____                 |
|  | <input checked="" type="checkbox"/> Asset Forfeiture Fund | 15,000                |
|  | <input type="checkbox"/> State Sup. Law Enforce. Fund     | _____                 |
|  | <input type="checkbox"/> Gas Tax                          | _____                 |
|  | <input type="checkbox"/> Waste Management Fund            | _____                 |
|  | <input type="checkbox"/> Increased Fees (Please Specify)  | _____                 |
|  | <input type="checkbox"/> Other (Please Specify)           | _____                 |
|  | <b>Total Program Cost</b>                                 | <b>15,000</b>         |

**Justification**

Replace 2 Desktop Computers and 3 Laptop Computers. Purchase new Video Projector for presentations.

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #4**

|                      |                    |                              |
|----------------------|--------------------|------------------------------|
| Police<br>Department | Police<br>Division | 121-751-00<br>Account Number |
|----------------------|--------------------|------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input checked="" type="checkbox"/> Capital Outlay</p> | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;"><b>Funding Source (Check One)</b></th> <th style="text-align:right; border-bottom: 1px solid black;"><b>Funding Amount</b></th> </tr> </thead> <tbody> <tr><td><input type="checkbox"/> General Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Mission Playhouse Imp. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Parks and Rec Facility Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "A"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "C"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Redevelopment</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> AQMD Trust Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Asset Forfeiture Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> State Sup. Law Enforce. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Gas Tax</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Waste Management Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Increased Fees (Please Specify)</td><td style="text-align:right;">_____</td></tr> <tr><td><input checked="" type="checkbox"/> Other (Please Specify)<br/>911 Funds</td><td style="text-align:right; vertical-align: bottom;">25,000</td></tr> <tr> <td style="border-top: 1px solid black;"><b>Total Program Cost</b></td> <td style="text-align:right; border-top: 1px solid black; border-bottom: 3px double black;"><b>25,000</b></td> </tr> </tbody> </table> | <b>Funding Source (Check One)</b> | <b>Funding Amount</b> | <input type="checkbox"/> General Fund | _____ | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify) | _____ | <input checked="" type="checkbox"/> Other (Please Specify)<br>911 Funds | 25,000 | <b>Total Program Cost</b> | <b>25,000</b> |
|--|---|-----------------------------------|-----------------------|---------------------------------------|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|--|-------|---|--------|---------------------------|---------------|
| <b>Funding Source (Check One)</b>  | <b>Funding Amount</b>   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> General Fund  | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> Parks and Rec Facility Fund   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> Proposition "A"   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> Proposition "C"   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> Redevelopment   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> AQMD Trust Fund   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> Asset Forfeiture Fund   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> Gas Tax   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> Waste Management Fund   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> Increased Fees (Please Specify)   | _____   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input checked="" type="checkbox"/> Other (Please Specify)<br>911 Funds  | 25,000  |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <b>Total Program Cost</b>  | <b>25,000</b>   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <p><b>Program or Item Description:</b></p> <p>Replace outdated voice logging system.</p>   |   |                                   |                       |                                       |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |

|   |
|---|
| <p><b>Justification</b></p> <p>Existing voice logger is out of date and no-longer supported by manufacturer. The voice logger records radio traffic and phone lines to Police Communication Center and selected phone lines in Police Department system.</p> <p>Funding will come from California 911 system funds.</p> |
|---|

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #5**

|                      |                    |                              |
|----------------------|--------------------|------------------------------|
| Police<br>Department | Police<br>Division | 121-751-00<br>Account Number |
|----------------------|--------------------|------------------------------|

**Activity Type (Check One)**

Personnel

Operating

Special Projects

Capital Outlay

**Program or Item Description:**

Firearms Enhancements

| <u>Funding Source (Check One)</u>                         | <u>Funding Amount</u> |
|---|-----------------------|
| <input type="checkbox"/> General Fund                     | _____                 |
| <input type="checkbox"/> Mission Playhouse Imp. Fund      | _____                 |
| <input type="checkbox"/> Parks and Rec Facility Fund      | _____                 |
| <input type="checkbox"/> Proposition "A"                  | _____                 |
| <input type="checkbox"/> Proposition "C"                  | _____                 |
| <input type="checkbox"/> Redevelopment                    | _____                 |
| <input type="checkbox"/> AQMD Trust Fund                  | _____                 |
| <input checked="" type="checkbox"/> Asset Forfeiture Fund | 25,500                |
| <input type="checkbox"/> State Sup. Law Enforce. Fund     | _____                 |
| <input type="checkbox"/> Gas Tax                          | _____                 |
| <input type="checkbox"/> Waste Management Fund            | _____                 |
| <input type="checkbox"/> Increased Fees (Please Specify)  | _____                 |
| _____   | _____                 |
| <input type="checkbox"/> Other (Please Specify)           | _____                 |
| _____   | _____                 |
| <b>Total Program Cost</b>                                 | <b>25,500</b>         |

**Justification**

The Police Department maintains an inventory of Patrol Rifles. The rifles are mounted in vehicles to be deployed in critical incidents. Police motorcycles have previously not had mounts to carry rifles. It is common for Police motorcycles to be equipped with rifle mounts and this proposal includes mounts for Police motorcycles and one new rifle to supplement the current inventory and allow for use on motorcycles. Since the time the rifles were purchased there has been several advancements in the outfitting of rifles for law enforcement use. These purchases will bring the rifles up to current standards.

|  |          |
|--|----------|
| 1) Add optical sighting system, red dot holographic or reflex type sight, 21 units at \$650 each | \$13,650 |
| 2) Retrofit lighting system to LED, replace head on light with LED, 21 units at \$75 each        | \$ 1,575 |
| 3) Replace fixed rear sight with back-up folding sight, 21 units at \$150 each                   | \$ 3,150 |
| 4) One new Colt M-4 rifle and related equipment to match existing rifles                         | \$ 2,125 |
| 5) Mounting hardware to mount rifles on three Police motorcycles                                 | \$ 5,000 |
| Total  | \$25,500 |

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #6**

|                      |                    |                              |
|----------------------|--------------------|------------------------------|
| Police<br>Department | Police<br>Division | 121-751-00<br>Account Number |
|----------------------|--------------------|------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input checked="" type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p> | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;"><b>Funding Source (Check One)</b></th> <th style="text-align:right; border-bottom: 1px solid black;"><b>Funding Amount</b></th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> General Fund</td> <td style="text-align:right;">5,000</td> </tr> <tr> <td><input type="checkbox"/> Mission Playhouse Imp. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Parks and Rec Facility Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "A"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "C"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Redevelopment</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> AQMD Trust Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Asset Forfeiture Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> State Sup. Law Enforce. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Gas Tax</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Waste Management Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Increased Fees (Please Specify)</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Other (Please Specify)</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><b>Total Program Cost</b></td> <td style="text-align:right;"><b>5,000</b></td> </tr> </tbody> </table> | <b>Funding Source (Check One)</b> | <b>Funding Amount</b> | <input checked="" type="checkbox"/> General Fund | 5,000 | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify) | _____ | <input type="checkbox"/> Other (Please Specify) | _____ | <b>Total Program Cost</b> | <b>5,000</b> |
|--|---|-----------------------------------|-----------------------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|--|-------|---|-------|---------------------------|--------------|
| <b>Funding Source (Check One)</b>  | <b>Funding Amount</b>   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input checked="" type="checkbox"/> General Fund   | 5,000   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Parks and Rec Facility Fund   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Proposition "A"   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Proposition "C"   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Redevelopment   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> AQMD Trust Fund   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Asset Forfeiture Fund   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Gas Tax   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Waste Management Fund   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Increased Fees (Please Specify)   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Other (Please Specify)  | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <b>Total Program Cost</b>  | <b>5,000</b>  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <p><b>Program or Item Description:</b></p> <p>FY 2015-16 Community Engagement Budget</p> <p>Account # 121-xxx-xx-27-047</p>  |   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |

**Justification**

In FY 2014-15, the City Council allocated \$100,000 for community engagement programming and events. This funding was consistent with the city's strategic direction to engage the community and foster civic pride and ownership. Community Services, Mission Playhouse and Community Development staff implemented a successful year-long program which focused on promoting arts and cultural events with a unique San Gabriel feel.

For FY 2015-16, staff proposes to continue to develop and enhance the events initiated in FY 2014-15. This cannot be done without the assistance of staff from a variety of departments, namely Community Services, Mission Playhouse, Community Development, Police Department and Public Works. This request proposes an increase of \$5,000 to the Police Department budget account 121-751-00-13-000 to cover a portion of staff costs for these community events in FY 2015-16. Police Department will provide security and/or traffic control as necessary at the proposed events.

## City of San Gabriel Arts and Culture Community Engagement 2014-15

| Program Name  | Lead Department(s) | Planned Cost      |
|---|--------------------|-------------------|
| Community Art Fair  | CD, MP, CS         | \$ 2,000          |
| Circle the Square / Classic Car Show                                  | CD, MP, CS         | \$ 17,000         |
| San Gabriel Restaurant Week   | CD                 | \$ 2,000          |
| Donation to local museums to extend hours of operation                | CD                 | \$ 1,000          |
| Historic Homes/ Garden Tours  | CD & CS            | \$ 1,000          |
| Drive in Movies (3 summer events)                                     | CD, MP, CS         | \$ 15,000         |
| Community Nights at the Playhouse (12 total, 1 per month)             | MP                 | \$ 20,000         |
| Summer Concerts (2 already funded, 4 additional proposed for 6 total) | MP & CS            | \$ 12,000         |
| Halloween Event   | MP & CS            | \$ 10,000         |
| Lunar NY  | CD, MP, CS         | \$ 10,000         |
| Marketing for Community Events  | CD, MP, CS         | \$ 10,000         |
| <b>Total:</b>   |                    | <b>\$ 100,000</b> |

| Program Name  | Lead Department(s) | Actual Cost       |
|---|--------------------|-------------------|
| Community Art Fair  | CD, MP, CS         | \$ -              |
| Summer Nights Kick-Off Event  | CD, MP, CS         | \$ 15,000         |
| San Gabriel Restaurant Week   | CD                 | \$ 2,000          |
| Donation to local museums to extend hours of operation                | CD                 | \$ -              |
| Historic Homes/ Garden Tours  | CD & CS            | \$ 1,000          |
| Drive in Movies (3 summer events)                                     | CD, MP, CS         | \$ 15,000         |
| Community Nights at the Playhouse (12 total, 1 per month)             | MP                 | \$ 23,400         |
| Summer Concerts (2 already funded, 4 additional proposed for 6 total) | MP & CS            | \$ 12,000         |
| Halloween Event   | MP & CS            | \$ 10,000         |
| Lunar NY  | CD, MP, CS         | \$ 18,300         |
| Marketing for Community Events  | CD, MP, CS         | \$ -              |
| La Laguna Anniversary Event   | CD                 | \$ 3,300          |
| <b>Total:</b>   |                    | <b>\$ 100,000</b> |

Updated 3/17/2015

## Fiscal Year 2015-2016 Community Engagement Budget

| Program Name                       | Lead Dept.         | Supporting Dept. | Date(s)         | Budget           |
|------------------------------------|--------------------|------------------|-----------------|------------------|
| Summer Nights                      |                    |                  | June-August     |                  |
| Kick-off Event                     | CD                 | CS,MP            |                 | \$15,500         |
| 2 Movies in the Park               | CS                 | CD,MP            |                 | \$10,000         |
| Closing Night Movie (MP)           | MP                 | CS, CD           |                 | \$5,000          |
| Concerts in the Park               | CS                 | CD, MP           |                 | \$12,000         |
| Concerts in the Playhouse Plaza    | MP                 | CS, CD           |                 | \$6,000          |
|                                    |                    |                  | <b>Subtotal</b> | <b>\$48,500</b>  |
| Restaurant Week                    | CD                 | CS,MP            | July            | \$2,000          |
| Halloween Events                   | CS                 | CD, MP           | October         | \$10,000         |
| Lunar New Year                     | CS                 | CD, MP           | February        | \$30,000         |
| Historic Homes/Gardens Tour        | CD                 | CS, MP           | May             | \$1,000          |
| San Gabriel Play Day               | CS                 | CD, MP           | May             | \$3,500          |
| Mission Playhouse Community Nights | MP                 | CD, CS           | Year Round      | \$25,000         |
| Marketing for Community Events     | CD                 | CS, MP           | Year Round      | \$5,000          |
| Staffing                           | CS, MP, CD, PW, PD |                  | Year Round      | \$25,000         |
|                                    |                    |                  | <b>TOTAL</b>    | <b>\$150,000</b> |

|              |                  |
|--------------|------------------|
| CD           | \$28,500         |
| CS           | \$70,500         |
| MP           | \$41,000         |
| PW           | \$5,000          |
| PD           | \$5,000          |
| <b>Total</b> | <b>\$150,000</b> |

CITY OF SAN GABRIEL  
EXPENDITURES

147 OTS GRANT FUND  
751 POLICE  
00 DEPARTMENT

|        |                        | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|------------------------|---|---|
| 11-000 | Full Time Employees    | 0                                       | 0                                       |
| 12-000 | Limited Time Employees | 0                                       | 0                                       |
| 13-000 | Overtime Employees     | 90,359                                  | 0                                       |
| 19-001 | Health Insurance       | 14,331                                  | 0                                       |
| 19-002 | Retirement             | 0                                       | 0                                       |
| 19-004 | Medicare               | 1,310                                   | 0                                       |
|        | Salaries and Benefits  | 106,000                                 | 0                                       |
| 21-000 | Special Departmental   | 0                                       | 0                                       |
| 54-000 | Allowances             | 4,000                                   | 0                                       |
|        | Operating              | 4,000                                   | 0                                       |
| 91-000 | Budget Savings         | 0                                       | 0                                       |
|        | POLICE                 | <u>110,000</u>                          | <u>0</u>                                |

CITY OF SAN GABRIEL  
EXPENDITURES

160 STATE SUPPL. LAW ENF. FUND  
751 POLICE  
00 DEPARTMENT

|        |                        | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|------------------------|---|---|
| 11-000 | Full Time Employees    | 86,232                                  | 86,232                                  |
| 12-000 | Limited Time Employees | 0                                       | 0                                       |
| 13-000 | Overtime Employees     | 0                                       | 0                                       |
| 19-001 | Health Insurance       | 30,834                                  | 29,516                                  |
| 19-002 | Retirement             | 18,103                                  | 24,053                                  |
| 19-004 | Medicare               | 1,250                                   | 1,250                                   |
|        | Salaries and Benefits  | 136,419                                 | 141,051                                 |
|        | Operating              | 0                                       | 0                                       |
| 91-000 | Budget Savings         | 0                                       | 0                                       |
|        | POLICE                 | <u>136,419</u>                          | <u>141,051</u>                          |

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

**PROJECT TITLE:** New City Police Facility **PROJECT #:** 6-08-03  
**DEPT.:** Police **PREPARED BY:** Chief David Lawton

| CHANGES FROM PRIOR YEAR CIP:                  |   |                           |                            | QUICK REFERENCE INFORMATION |  |  |  |
|---|---|---------------------------|----------------------------|-----------------------------|--|--|--|
| <b>Status</b>                                 | <b>Timetable</b>                            | <b>Project Start Date</b> | <b>Associated Projects</b> |                             |  |  |  |
| New Project <input type="checkbox"/>          | No Change <input type="checkbox"/>          | <u>07/01/00</u>           |                            |                             |  |  |  |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>           | Est. Completion Date      |                            |                             |  |  |  |
| Funding Change <input type="checkbox"/>       | Delayed <input checked="" type="checkbox"/> | <u>11/15/18</u>           |                            |                             |  |  |  |

### DESCRIPTION

In July of 2000 the professional Needs Assessment (NA) for the San Gabriel Police facility determined it was in a state of disrepair and extremely undersized. The current 50-year old police facility (11,880 sq. ft.) was constructed in 1961 and designed to support 37-40 personnel. It was not designed to meet current building codes, ADA codes, and technology changes and cannot be remodeled due to these code changes. This project will replace the existing police building with a new 32,500 sq. ft. facility and a new 5,500 sq. ft. above ground firing range to support the current 95 personnel (and future growth) and meet requirements of the Essential Services Act of 1986. In addition it will provide a modern public safety dispatch center, Type-I Jail facility and Community Room.

The project was estimated to cost \$26.3 million dollars based on construction beginning in October of 2014. Costs are estimated to increase by 3.5% per year if delayed. The 2016-17 Expenditure plan is adjust below 3.5% based on an estimated construction start date of October 2015.

Account #: 122-751-15-96-585 Prior Year funding: FY2009-10 = \$2,000,000; FY 2013-14 \$625,000

### EXPENDITURE PLAN

|                  | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u>    | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>      |
|------------------|--------------------|----------------|----------------|-------------------|----------------|----------------|-------------------|
| Planning Design  | 2,000,000          |                |                |                   |                |                | 2,000,000         |
| Construction     |                    |                |                | 22,650,975        |                |                | 22,650,975        |
| Other<br>(Other) | 625,000            |                |                | 1,790,000         |                |                | 2,415,000         |
| <b>TOTAL</b>     | <b>2,625,000</b>   |                |                | <b>24,440,975</b> |                |                | <b>27,065,975</b> |

### RECOMMENDED FUNDING SOURCES

|                    |                  |  |  |                   |  |  |                   |
|--------------------|------------------|--|--|-------------------|--|--|-------------------|
| 15 General Fund ▼  | 2,625,000        |  |  |                   |  |  | 2,625,000         |
| 57 Debt Proceeds ▼ |                  |  |  | 24,440,975        |  |  | 24,440,975        |
| ▼                  |                  |  |  |                   |  |  |                   |
| ▼                  |                  |  |  |                   |  |  |                   |
| ▼                  |                  |  |  |                   |  |  |                   |
| UNFUNDED           |                  |  |  |                   |  |  |                   |
| (Other #1)         |                  |  |  |                   |  |  |                   |
| (Other #2)         |                  |  |  |                   |  |  |                   |
| <b>Total</b>       | <b>2,625,000</b> |  |  | <b>24,440,975</b> |  |  | <b>27,065,975</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ - Operating: \$ \_\_\_\_\_ - Total: \$ \_\_\_\_\_ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Police Mobile Command Post PROJECT #: 7-08-04

DEPT. Police PREPARED BY: Chief David Lawton

| CHANGES FROM PRIOR YEAR CIP: |                                     |                  |                                     | QUICK REFERENCE INFORMATION |                      |                      |
|------------------------------|-------------------------------------|------------------|-------------------------------------|-----------------------------|----------------------|----------------------|
| <b>Status</b>                |                                     | <b>Timetable</b> |                                     | Project Start Date          | Associated Projects  |                      |
| New Project                  | <input type="checkbox"/>            | No Change        | <input checked="" type="checkbox"/> | <input type="text"/>        | <input type="text"/> | <input type="text"/> |
| No Change                    | <input checked="" type="checkbox"/> | Advanced         | <input type="checkbox"/>            | Est. Completion Date        | <input type="text"/> | <input type="text"/> |
| Funding Change               | <input type="checkbox"/>            | Delayed          | <input type="checkbox"/>            | <input type="text"/>        | <input type="text"/> | <input type="text"/> |

### DESCRIPTION

Purchase Mobile Command Post for use in disasters, extended investigations, DUI check point operations, and various community events. The Mobile Command Post will be a visible base of operations.

No accounting has been assigned to this project.

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design |                    |                |                |                |                |                |                |
| Construction    |                    |                |                |                |                |                |                |
| Purchase        | 500,000            |                |                |                |                |                | 500,000        |
| (Other)         |                    |                |                |                |                |                |                |
| <b>TOTAL</b>    | <b>500,000</b>     |                |                |                |                |                | <b>500,000</b> |

### RECOMMENDED FUNDING SOURCES

|              |                |  |  |  |  |  |                |
|--------------|----------------|--|--|--|--|--|----------------|
|              |                |  |  |  |  |  |                |
|              |                |  |  |  |  |  |                |
|              |                |  |  |  |  |  |                |
|              |                |  |  |  |  |  |                |
|              |                |  |  |  |  |  |                |
| UNFUNDED     | 500,000        |  |  |  |  |  | 500,000        |
| (Other #1)   |                |  |  |  |  |  |                |
| (Other #2)   |                |  |  |  |  |  |                |
| <b>Total</b> | <b>500,000</b> |  |  |  |  |  | <b>500,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ - Operating: \$ \_\_\_\_\_ - Total: \$ \_\_\_\_\_ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Police Vehicles PROJECT #: 7-10-13

DEPT. Police PREPARED BY: David Lawton

| CHANGES FROM PRIOR YEAR CIP:                       |   |  |  | QUICK REFERENCE INFORMATION |                      |                      |
|--|---|--|--|-----------------------------|----------------------|----------------------|
| <b>Status</b>                                      | <b>Timetable</b>                              |  |  | Project Start Date          | Associated Projects  |                      |
| New Project <input type="checkbox"/>               | No Change <input checked="" type="checkbox"/> |  |  | <input type="text"/>        | <input type="text"/> | <input type="text"/> |
| No Change <input type="checkbox"/>                 | Advanced <input type="checkbox"/>             |  |  | Est. Completion Date        | <input type="text"/> | <input type="text"/> |
| Funding Change <input checked="" type="checkbox"/> | Delayed <input type="checkbox"/>              |  |  | <input type="text"/>        | <input type="text"/> | <input type="text"/> |

### DESCRIPTION

To fund the annual acquisition of Police Vehicles to include 4 front line patrol vehicles, replacement of 1 staff vehicle and 1 police motorcycles each year. This includes:

Replace Crime Prevention Officer Vehicle FY 2015-16

Also included are all related emergency equipment for each vehicle.

Account No.: 122-751-37-99-201

### EXPENDITURE PLAN

|                 | Prior Years    | 2014-15        | 2015-16        | 2016-17        | 2017-18        | 2018-19        | TOTAL            |
|-----------------|----------------|----------------|----------------|----------------|----------------|----------------|------------------|
| Planning Design |                |                |                |                |                |                |                  |
| Construction    |                |                |                |                |                |                |                  |
| Purchase        | 609,000        | 198,000        | 198,000        | 200,000        | 200,000        | 220,000        | 1,625,000        |
| (Other)         |                |                |                |                |                |                |                  |
| <b>TOTAL</b>    | <b>609,000</b> | <b>198,000</b> | <b>198,000</b> | <b>200,000</b> | <b>200,000</b> | <b>220,000</b> | <b>1,625,000</b> |

### RECOMMENDED FUNDING SOURCES

|                   |                |                |                |                |                |                |                  |
|-------------------|----------------|----------------|----------------|----------------|----------------|----------------|------------------|
| 15 General Fund ▼ | 609,000        | 198,000        | 198,000        | 200,000        | 200,000        | 220,000        | 1,625,000        |
| ▼                 |                |                |                |                |                |                |                  |
| ▼                 |                |                |                |                |                |                |                  |
| ▼                 |                |                |                |                |                |                |                  |
| ▼                 |                |                |                |                |                |                |                  |
| UNFUNDED          |                |                |                |                |                |                |                  |
| (Other #1)        |                |                |                |                |                |                |                  |
| (Other #2)        |                |                |                |                |                |                |                  |
| <b>Total</b>      | <b>609,000</b> | <b>198,000</b> | <b>198,000</b> | <b>200,000</b> | <b>200,000</b> | <b>220,000</b> | <b>1,625,000</b> |

### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -

## DEPARTMENT DIVISION DESCRIPTIONS

### Community Development

The Community Development Department seeks to improve the community's quality of life through its four key divisions: Economic Development, Planning, Building and Safety, and Neighborhood Improvement Services (NIS). It administers the City's land use policies including zoning, building, code enforcement, environmental regulations, and attraction, retention and expansion of businesses. In FY2015-16, the department will continue to enhance and preserve the physical environment through the new historic preservation ordinance; will promote a safe community by focusing on citywide aesthetics and property maintenance through code enforcement specifically on arterial streets; foster economic prosperity by helping fill vacancies and attracting new uses to the City; and provide the highest quality of professional services to the City's residents and business community.

### Administration

The Administration Division is responsible for setting and implementing departmental priorities, policies, and procedures; oversees contracts; provides administrative support in training, budget, purchasing, finance, and special projects; processes public records requests; monitor department expenditures and ensure budget guidelines are met. It also makes sure that the City Council's strategic priorities are fully implemented. In FY2015-16, the department will launch a land management automation system that will effectively and efficiently streamline all development, permit, and code enforcement processes. In addition, the division will assist the Economic Development, Planning, Building and Safety, and NIS divisions with staff support and resources to process all projects expeditiously and meet the performance indicators set for the department.

### Planning

The Planning Division works to help create and enhance a vibrant city by respecting the City's diverse and distinct neighborhoods, promoting a prosperous economy, and providing a forum for community engagement. Over the coming fiscal year, the Planning Division seeks to further improve customer service and satisfaction by reducing entitlement processing times by a minimum of 5%. In addition, the division will launch the historic preservation ordinance update process, seek to realize development opportunities on key sites, including the former O'Donnell Chevrolet dealership and the Mission Playhouse parking lot, and commission a citywide study of parking issues.

### Building and Safety

The Building Division ensures safety and public welfare is maintained, as well as promoting energy efficiency and a "greener" environment. These are achieved by having certified reviewers and inspectors that ensure compliance with the City's adopted building requirements. In FY2015-16, the division's goals include: completing all plan checks within specified timeframes; completing field inspections on the workday following receipt of the inspection request; and automating permit processing through a land management system.

### **Neighborhood Improvement Services**

Neighborhood Improvement Services Division enhances the quality of life and makes a positive difference by ensuring a safe and healthy environment for all neighborhoods through education, partnerships, and enforcement. The division employs highly trained staff and the best consultants to address blight and educate the community. Through public education and strategic enforcement illegal dumping and illegal residential hotels investigations will decrease.

### **Economic Development**

The Economic Development Division is charged with creating and retaining good quality jobs, stimulating business activity, encouraging private financial investment, upgrading the physical environment, and redeveloping blighted and underutilized properties. In FY2015-16, the division will launch a new Economic Development website; will work collaboratively with the business community to strengthen the economic vitality of the City; will work on securing new retail uses such as mainstream restaurants and grocery stores; proactively attract new businesses, industries, jobs and investment; and will continue to implement a strategic plan making the City of San Gabriel a competitive, business-friendly city in the San Gabriel Valley region. The division will also assist with completing the final year of the Redevelopment Agency wind down.

# Community Development

## DEPARTMENT PERFORMANCE MEASUREMENT

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| <u>Unit of Measure</u>   | 2013-14<br><u>Actual</u>         | 2014-15<br><u>Estimated</u>    | <u>Notes</u>  |
|--|----------------------------------|--------------------------------|---|
| Number of planning applications  | 139                              | 132                            |   |
| Number of permits issued:  |                                  |                                | 2014-15 estimates are from the first two quarters of the fiscal year.   |
| • building   | 566                              | 325                            |   |
| • electrical   | 464                              | 236                            |   |
| • mechanical   | 195                              | 102                            |   |
| • misc. permits  | 243                              | 134                            |   |
| • plumbing   | 266                              | 140                            |   |
| Number of property maintenance complaints received                                       | 342                              | 390                            |   |
| Number of economic development outreach efforts  | 56                               | 40                             | Existing business visitations   |
| <b><u>Key Performance Indicators</u></b>   |                                  |                                |   |
| Reduce planning case processing time   | 89-day average                   | 46-day average                 |   |
| Decrease plan check turnaround time  | 232 plan check submittals        | 157                            | Ensured 2-week turnaround time for each submittal; 2014-15 estimates are from the first two quarters of the fiscal year.  |
| Number of property maintenance cases closed within 30 days                               | 223                              | 230                            | Averages reflect a 5% reduction over Actual 2013-14 and Estimated 2014-15 amounts.  |
| Maintain a net growth in number of businesses  | 2,817                            | Data not yet available         | Increased by 40 from FY2012-13  |
| <b><u>Outcomes Measurement</u></b>   |                                  |                                |   |
| Reduce planning entitlement time by 5%   | 85-day average<br>\$36.9 million | 44-day average<br>\$45 million |   |
| Increase total building permit valuation   |                                  |                                |   |
| Improve neighborhood conditions by resolving residential hotel violations within 14 days | Data not available               | Data not yet available         |   |
| Attract and secure national and regional retailers                                       | 3                                | 3                              | Attended two ICSC conferences with 33,000 attendees and exhibitors in Las Vegas and 10,000 attendees and exhibitors in San Diego; Met with half a dozen national retail tenants; completed RSG Consumer Analytics report; Developed marketing portfolios with Allegra Consulting. |

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
810 COMMUNITY DEVELOPMENT  
12 ADMINISTRATION

|        |                        | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|------------------------|---|---|
| 11-000 | Full Time Employees    | 234,183                                 | 270,911                                 |
| 12-000 | Limited Time Employees | 0                                       | 493                                     |
| 13-000 | Overtime Employees     | 500                                     | 500                                     |
| 19-001 | Health Insurance       | 59,106                                  | 57,221                                  |
| 19-002 | Retirement             | 54,523                                  | 43,146                                  |
| 19-004 | Medicare               | 3,403                                   | 3,101                                   |
|        | Salaries and Benefits  | 351,715                                 | 375,372                                 |
| 21-000 | Special Departmental   | 2,850                                   | 2,850                                   |
| 22-000 | Contractual            | 9,000                                   | 10,000                                  |
| 27-047 | Community Engagement   | 0                                       | 28,500                                  |
| 31-000 | Office Operating       | 12,210                                  | 11,210                                  |
| 33-000 | Vehicle Operating      | 27,000                                  | 27,000                                  |
| 33-060 | Vehicle Replacement    | 8,000                                   | 16,000                                  |
| 40-007 | Cable                  | 100                                     | 100                                     |
| 40-010 | Cellular Services      | 1,000                                   | 1,720                                   |
| 45-000 | Educational            | 5,000                                   | 5,000                                   |
| 51-000 | Advertising            | 500                                     | 500                                     |
| 53-000 | Membership and Dues    | 2,000                                   | 2,000                                   |
| 54-000 | Allowances             | 3,500                                   | 3,500                                   |
|        | Operating              | 71,160                                  | 108,380                                 |
| 91-000 | Budget Savings         | 0                                       | 0                                       |
|        | ADMINISTRATION         | <u>422,875</u>                          | <u>483,752</u>                          |

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "21") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|                                     |                            |                              |
|-------------------------------------|----------------------------|------------------------------|
| Community Development<br>Department | Administration<br>Division | 121-810-12<br>Account Number |
|-------------------------------------|----------------------------|------------------------------|

| Activity Type                              | Potential Vendor | Amount       |
|--|------------------|--------------|
| #1: Conference calls/meeting setup         | TBD              | 200          |
| #2: CD Staff business cards                | TBD              | 500          |
| #3: Mileage reimbursements, parking, , etc | TBD              | 850          |
| #4: Other departmental special purchases   | TBD              | 1300         |
| #5: _____                                  | _____            | _____        |
| #6: _____                                  | _____            | _____        |
| #7: _____                                  | _____            | _____        |
| #8: _____                                  | _____            | _____        |
| #9: _____                                  | _____            | _____        |
| #10: _____                                 | _____            | _____        |
| #11: _____                                 | _____            | _____        |
| #12: _____                                 | _____            | _____        |
| #13: _____                                 | _____            | _____        |
| #14: _____                                 | _____            | _____        |
| #15: _____                                 | _____            | _____        |
| #16: _____                                 | _____            | _____        |
| #17: _____                                 | _____            | _____        |
| #18: _____                                 | _____            | _____        |
| #19: _____                                 | _____            | _____        |
| #20: _____                                 | _____            | _____        |
| <b>TOTAL</b>                               |                  | <b>2,850</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Contractual (Account "22") Budget Detail**  
*Payments to persons/agencies for services rendered*

|                                     |                            |                              |
|-------------------------------------|----------------------------|------------------------------|
| Community Development<br>Department | Administration<br>Division | 121-810-12<br>Account Number |
|-------------------------------------|----------------------------|------------------------------|

| Activity Type                      | Potential Vendor                        | Amount               |
|------------------------------------|---|----------------------|
| #1: <u>SG Community Foundation</u> | <u>San Gabriel Community Foundation</u> | <u>2,500</u>         |
| #2: <u>Staffing for admin work</u> | <u>TBD</u>                              | <u>6,500</u>         |
| #3: <u>legal services</u>          | <u>TBD</u>                              | <u>1,000</u>         |
| #4: _____                          | _____                                   | _____                |
| #5: _____                          | _____                                   | _____                |
| #6: _____                          | _____                                   | _____                |
| #7: _____                          | _____                                   | _____                |
| #8: _____                          | _____                                   | _____                |
| #9: _____                          | _____                                   | _____                |
| #10: _____                         | _____                                   | _____                |
| #11: _____                         | _____                                   | _____                |
| #12: _____                         | _____                                   | _____                |
| #13: _____                         | _____                                   | _____                |
| #14: _____                         | _____                                   | _____                |
| #15: _____                         | _____                                   | _____                |
| #16: _____                         | _____                                   | _____                |
| #17: _____                         | _____                                   | _____                |
| #18: _____                         | _____                                   | _____                |
| #19: _____                         | _____                                   | _____                |
| #20: _____                         | _____                                   | _____                |
| <b>TOTAL</b>                       |   | <b><u>10,000</u></b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Contractual (Account "27") Budget Detail**  
*Payments to persons/agencies for services rendered*

|                       |                |                |
|-----------------------|----------------|----------------|
| Community Development | Administration | 121-810-12     |
| Department            | Division       | Account Number |

| Activity Type            | Potential Vendor | Amount        |
|--------------------------|------------------|---------------|
| #1: Community Engagement | various          | 28,500        |
| #2:                      |                  |               |
| #3:                      |                  |               |
| #4:                      |                  |               |
| #5:                      |                  |               |
| #6:                      |                  |               |
| #7:                      |                  |               |
| #8:                      |                  |               |
| #9:                      |                  |               |
| #10:                     |                  |               |
| #11:                     |                  |               |
| #12:                     |                  |               |
| #13:                     |                  |               |
| #14:                     |                  |               |
| #15:                     |                  |               |
| #16:                     |                  |               |
| #17:                     |                  |               |
| #18:                     |                  |               |
| #19:                     |                  |               |
| #20:                     |                  |               |
| <b>TOTAL</b>             |                  | <b>28,500</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Contractual (Account "31") Budget Detail**  
*Payments to persons/agencies for services rendered*

|                                     |                            |                              |
|-------------------------------------|----------------------------|------------------------------|
| Community Development<br>Department | Administration<br>Division | 121-810-12<br>Account Number |
|-------------------------------------|----------------------------|------------------------------|

| Activity Type                                  | Potential Vendor                   | Amount        |
|--|------------------------------------|---------------|
| #1: office supplies                            | various i.e. office depot, staples | 8,210         |
| #2: equipment purchase, replacements, etc.     | various                            | 2,000         |
| #3: software programs, upgrades, licensing etc | various                            | 1,000         |
| #4: _____                                      | _____                              | _____         |
| #5: _____                                      | _____                              | _____         |
| #6: _____                                      | _____                              | _____         |
| #7: _____                                      | _____                              | _____         |
| #8: _____                                      | _____                              | _____         |
| #9: _____                                      | _____                              | _____         |
| #10: _____                                     | _____                              | _____         |
| #11: _____                                     | _____                              | _____         |
| #12: _____                                     | _____                              | _____         |
| #13: _____                                     | _____                              | _____         |
| #14: _____                                     | _____                              | _____         |
| #15: _____                                     | _____                              | _____         |
| #16: _____                                     | _____                              | _____         |
| #17: _____                                     | _____                              | _____         |
| #18: _____                                     | _____                              | _____         |
| #19: _____                                     | _____                              | _____         |
| #20: _____                                     | _____                              | _____         |
| <b>TOTAL</b>                                   |                                    | <b>11,210</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Educational (Account "45") Budget Detail**  
*Staff training and development*

|                                     |                            |                              |
|-------------------------------------|----------------------------|------------------------------|
| Community Development<br>Department | Administration<br>Division | 121-810-12<br>Account Number |
|-------------------------------------|----------------------------|------------------------------|

| <u>Activity Type</u>                  | <u>Potential Vendor</u>         | <u>Amount</u> |
|---------------------------------------|---------------------------------|---------------|
| #1: American Plngg Assn Conferences   | APA                             | 2,100         |
| #2: CA Leagues of Cities Conference   | CA League of Cities             | 1500          |
| #3: CA Public Info Ofcrs Assn Conf    | CAPIOA                          | 800           |
| #4: SGVMunicipal Assistants Assn      | SGVMAA                          | 100           |
| #5: CD Admin staff workshops,training | i.e. Fred Pryor, Nat'l Seminars | 500           |
| #6: _____                             | _____                           | _____         |
| #7: _____                             | _____                           | _____         |
| #8: _____                             | _____                           | _____         |
| #9: _____                             | _____                           | _____         |
| #10: _____                            | _____                           | _____         |
| #11: _____                            | _____                           | _____         |
| #12: _____                            | _____                           | _____         |
| #13: _____                            | _____                           | _____         |
| #14: _____                            | _____                           | _____         |
| #15: _____                            | _____                           | _____         |
| #16: _____                            | _____                           | _____         |
| #17: _____                            | _____                           | _____         |
| #18: _____                            | _____                           | _____         |
| #19: _____                            | _____                           | _____         |
| #20: _____                            | _____                           | _____         |
| <b>TOTAL</b>                          |                                 | <b>5,000</b>  |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Advertising (Account "51") Budget Detail**  
*City expenditures for advertising events*

|                                     |                            |                              |
|-------------------------------------|----------------------------|------------------------------|
| Community Development<br>Department | Administration<br>Division | 121-810-12<br>Account Number |
|-------------------------------------|----------------------------|------------------------------|

| Activity Type                  | Potential Vendor | Amount     |
|--------------------------------|------------------|------------|
| #1: Advertising/Public Notices | TBD              | 500        |
| #2: _____                      | _____            | _____      |
| #3: _____                      | _____            | _____      |
| #4: _____                      | _____            | _____      |
| #5: _____                      | _____            | _____      |
| #6: _____                      | _____            | _____      |
| #7: _____                      | _____            | _____      |
| #8: _____                      | _____            | _____      |
| #9: _____                      | _____            | _____      |
| #10: _____                     | _____            | _____      |
| #11: _____                     | _____            | _____      |
| #12: _____                     | _____            | _____      |
| #13: _____                     | _____            | _____      |
| #14: _____                     | _____            | _____      |
| #15: _____                     | _____            | _____      |
| #16: _____                     | _____            | _____      |
| #17: _____                     | _____            | _____      |
| #18: _____                     | _____            | _____      |
| #19: _____                     | _____            | _____      |
| #20: _____                     | _____            | _____      |
| <b>TOTAL</b>                   |                  | <b>500</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Memberships and Dues (Account "53") Budget Detail**  
*Amounts paid for membership in various organizations*

|                                     |                            |                              |
|-------------------------------------|----------------------------|------------------------------|
| Community Development<br>Department | Administration<br>Division | 121-810-12<br>Account Number |
|-------------------------------------|----------------------------|------------------------------|

| Member Name                  | Organization        | Amount       |
|------------------------------|---------------------|--------------|
| #1: Organization memberships | ULI, APA, ICSC, etc | 2,000        |
| #2: _____                    | _____               | _____        |
| #3: _____                    | _____               | _____        |
| #4: _____                    | _____               | _____        |
| #5: _____                    | _____               | _____        |
| #6: _____                    | _____               | _____        |
| #7: _____                    | _____               | _____        |
| #8: _____                    | _____               | _____        |
| #9: _____                    | _____               | _____        |
| #10: _____                   | _____               | _____        |
| #11: _____                   | _____               | _____        |
| #12: _____                   | _____               | _____        |
| #13: _____                   | _____               | _____        |
| #14: _____                   | _____               | _____        |
| #15: _____                   | _____               | _____        |
| #16: _____                   | _____               | _____        |
| #17: _____                   | _____               | _____        |
| #18: _____                   | _____               | _____        |
| #19: _____                   | _____               | _____        |
| #20: _____                   | _____               | _____        |
| <b>TOTAL</b>                 |                     | <b>2,000</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Allowances (Account "54") Budget Detail**  
*Primarily for attendance of conferences and meetings*

|                                     |                            |                              |
|-------------------------------------|----------------------------|------------------------------|
| Community Development<br>Department | Administration<br>Division | 121-810-12<br>Account Number |
|-------------------------------------|----------------------------|------------------------------|

| Activity Type                                 | Potential Vendor | Amount       |
|---|------------------|--------------|
| #1: conferences, workshops, meetings          | TBD              | 2,250        |
| #2: Department staff training and development | TBD              | 1,250        |
| #3: _____                                     | _____            | _____        |
| #4: _____                                     | _____            | _____        |
| #5: _____                                     | _____            | _____        |
| #6: _____                                     | _____            | _____        |
| #7: _____                                     | _____            | _____        |
| #8: _____                                     | _____            | _____        |
| #9: _____                                     | _____            | _____        |
| #10: _____                                    | _____            | _____        |
| #11: _____                                    | _____            | _____        |
| #12: _____                                    | _____            | _____        |
| #13: _____                                    | _____            | _____        |
| #14: _____                                    | _____            | _____        |
| #15: _____                                    | _____            | _____        |
| #16: _____                                    | _____            | _____        |
| #17: _____                                    | _____            | _____        |
| #18: _____                                    | _____            | _____        |
| #19: _____                                    | _____            | _____        |
| #20: _____                                    | _____            | _____        |
| <b>TOTAL</b>                                  |                  | <b>3,500</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #1**

|                                     |                            |                              |
|-------------------------------------|----------------------------|------------------------------|
| Community Development<br>Department | Administration<br>Division | 121-810-12<br>Account Number |
|-------------------------------------|----------------------------|------------------------------|

| <u>Activity Type (Check One)</u>              | <u>Funding Source (Check One)</u>                        | <u>Funding Amount</u> |
|---|--|-----------------------|
| <input type="checkbox"/> Personnel            | <input checked="" type="checkbox"/> General Fund         | 28,500                |
| <input checked="" type="checkbox"/> Operating | <input type="checkbox"/> Mission Playhouse Imp. Fund     |                       |
| <input type="checkbox"/> Special Projects     | <input type="checkbox"/> Parks and Rec Facility Fund     |                       |
| <input type="checkbox"/> Capital Outlay       | <input type="checkbox"/> Proposition "A"                 |                       |
|   | <input type="checkbox"/> Proposition "C"                 |                       |
|   | <input type="checkbox"/> Redevelopment                   |                       |
|   | <input type="checkbox"/> AQMD Trust Fund                 |                       |
|   | <input type="checkbox"/> Asset Forfeiture Fund           |                       |
|   | <input type="checkbox"/> State Sup. Law Enforce. Fund    |                       |
|   | <input type="checkbox"/> Gas Tax                         |                       |
|   | <input type="checkbox"/> Waste Management Fund           |                       |
|   | <input type="checkbox"/> Increased Fees (Please Specify) |                       |
|   | <input type="checkbox"/> Other (Please Specify)          |                       |
|   | <b>Total Program Cost</b>                                | <b>28,500</b>         |

**Program or Item Description:**  
FY2015-2016 Community Engagement Budget.  
  
ACCOUNT #: 121-810-12-27-047

**Justification**

In FY 2014-15, the City Council allocated \$100,000 for community engagement programming and events. This funding was consistent with the city's strategic direction to engage the community and foster civic pride and ownership. Staff implemented a successful year-long program which focused on promoting arts and cultural events with a unique San Gabriel feel (see attached).

For FY 2015-16, staff proposes to continue to develop and enhance the events initiated in FY 2014-15. This request for \$28,500 is specific for Community Development because it covers the cost of events/programming where Community Development will be the lead in FY2015-16. It will be utilized for the Summer Nights Kick-Off Event, Restaurant Week, Historic Homes/Gardens Tour, marketing for community events, and staffing to assist with the events/programs. Staff in Economic Development will be responsible for executing these events/programs in conjunction with support from other Departments as shown in the attached.

## City of San Gabriel Arts and Culture Community Engagement 2014-15

| Program Name  | Lead Department(s) | Planned Cost      |
|---|--------------------|-------------------|
| Community Art Fair  | CD, MP, CS         | \$ 2,000          |
| Circle the Square / Classic Car Show                                  | CD, MP, CS         | \$ 17,000         |
| San Gabriel Restaurant Week   | CD                 | \$ 2,000          |
| Donation to local museums to extend hours of operation                | CD                 | \$ 1,000          |
| Historic Homes/ Garden Tours  | CD & CS            | \$ 1,000          |
| Drive in Movies (3 summer events)                                     | CD, MP, CS         | \$ 15,000         |
| Community Nights at the Playhouse (12 total, 1 per month)             | MP                 | \$ 20,000         |
| Summer Concerts (2 already funded, 4 additional proposed for 6 total) | MP & CS            | \$ 12,000         |
| Halloween Event   | MP & CS            | \$ 10,000         |
| Lunar NY  | CD, MP, CS         | \$ 10,000         |
| Marketing for Community Events  | CD, MP, CS         | \$ 10,000         |
| <b>Total:</b>   |                    | <b>\$ 100,000</b> |

| Program Name  | Lead Department(s) | Actual Cost       |
|---|--------------------|-------------------|
| Community Art Fair  | CD, MP, CS         | \$ -              |
| Summer Nights Kick-Off Event  | CD, MP, CS         | \$ 15,000         |
| San Gabriel Restaurant Week   | CD                 | \$ 2,000          |
| Donation to local museums to extend hours of operation                | CD                 | \$ -              |
| Historic Homes/ Garden Tours  | CD & CS            | \$ 1,000          |
| Drive in Movies (3 summer events)                                     | CD, MP, CS         | \$ 15,000         |
| Community Nights at the Playhouse (12 total, 1 per month)             | MP                 | \$ 23,400         |
| Summer Concerts (2 already funded, 4 additional proposed for 6 total) | MP & CS            | \$ 12,000         |
| Halloween Event   | MP & CS            | \$ 10,000         |
| Lunar NY  | CD, MP, CS         | \$ 18,300         |
| Marketing for Community Events  | CD, MP, CS         | \$ -              |
| La Laguna Anniversary Event   | CD                 | \$ 3,300          |
| <b>Total:</b>   |                    | <b>\$ 100,000</b> |

Updated 3/17/2015

## Fiscal Year 2015-2016 Community Engagement Budget

| Program Name                       | Lead Dept.         | Supporting Dept. | Date(s)     | Budget           |
|------------------------------------|--------------------|------------------|-------------|------------------|
| Summer Nights                      |                    |                  | June-August |                  |
| Kick-off Event                     | CD                 | CS,MP            |             | \$15,500         |
| 2 Movies in the Park               | CS                 | CD,MP            |             | \$10,000         |
| Closing Night Movie (MP)           | MP                 | CS, CD           |             | \$5,000          |
| Concerts in the Park               | CS                 | CD, MP           |             | \$12,000         |
| Concerts in the Playhouse Plaza    | MP                 | CS, CD           |             | \$6,000          |
|                                    |                    | <b>Subtotal</b>  |             | <b>\$48,500</b>  |
| Restaurant Week                    | CD                 | CS,MP            | July        | \$2,000          |
| Halloween Events                   | CS                 | CD, MP           | October     | \$10,000         |
| Lunar New Year                     | CS                 | CD, MP           | February    | \$30,000         |
| Historic Homes/Gardens Tour        | CD                 | CS, MP           | May         | \$1,000          |
| San Gabriel Play Day               | CS                 | CD, MP           | May         | \$3,500          |
| Mission Playhouse Community Nights | MP                 | CD, CS           | Year Round  | \$25,000         |
| Marketing for Community Events     | CD                 | CS, MP           | Year Round  | \$5,000          |
| Staffing                           | CS, MP, CD, PW, PD |                  | Year Round  | \$25,000         |
|                                    |                    | <b>TOTAL</b>     |             | <b>\$150,000</b> |

|              |                  |
|--------------|------------------|
| CD           | \$28,500         |
| CS           | \$70,500         |
| MP           | \$41,000         |
| PW           | \$5,000          |
| PD           | \$5,000          |
| <b>Total</b> | <b>\$150,000</b> |

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #2**

|                                     |                            |                              |
|-------------------------------------|----------------------------|------------------------------|
| Community Development<br>Department | Administration<br>Division | 121-810-12<br>Account Number |
|-------------------------------------|----------------------------|------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input checked="" type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p> | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;"><u>Funding Source (Check One)</u></th> <th style="text-align:right; border-bottom: 1px solid black;"><u>Funding Amount</u></th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> General Fund</td> <td style="text-align:right;">1,000</td> </tr> <tr> <td><input type="checkbox"/> Mission Playhouse Imp. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Parks and Rec Facility Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "A"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "C"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Redevelopment</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> AQMD Trust Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Asset Forfeiture Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> State Sup. Law Enforce. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Gas Tax</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Waste Management Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Increased Fees (Please Specify)</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Other (Please Specify)</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><b>Total Program Cost</b></td> <td style="text-align:right; border-top: 1px solid black;"><b>1,000</b></td> </tr> </tbody> </table> | <u>Funding Source (Check One)</u> | <u>Funding Amount</u> | <input checked="" type="checkbox"/> General Fund | 1,000 | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify) | _____ | <input type="checkbox"/> Other (Please Specify) | _____ | <b>Total Program Cost</b> | <b>1,000</b> |
|--|--|-----------------------------------|-----------------------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|--|-------|---|-------|---------------------------|--------------|
| <u>Funding Source (Check One)</u>  | <u>Funding Amount</u>  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input checked="" type="checkbox"/> General Fund   | 1,000  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Parks and Rec Facility Fund   | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Proposition "A"   | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Proposition "C"   | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Redevelopment   | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> AQMD Trust Fund   | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Asset Forfeiture Fund   | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Gas Tax   | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Waste Management Fund   | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Increased Fees (Please Specify)   | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Other (Please Specify)  | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <b>Total Program Cost</b>  | <b>1,000</b>   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <p><b>Program or Item Description:</b></p> <p>Transfer \$1,000 for legal services</p> <p>From" Office Operating<br/>121-810-12-31-000</p> <p>To: Contractual<br/>121-810-12-22-000</p>   |  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |

|  |
|--|
| <p><b>Justification</b></p> <p>This is a request to reallocate \$1,000 from the Office Operating account to the Contractual account to allot funds for legal services as needed.</p> |
|--|

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
810 COMMUNITY DEVELOPMENT  
14 PLANNING

|        |                        | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|------------------------|---|---|
| 11-000 | Full Time Employees    | 343,800                                 | 354,390                                 |
| 12-000 | Limited Time Employees | 14,196                                  | 16,641                                  |
| 13-000 | Overtime Employees     | 0                                       | 0                                       |
| 19-001 | Health Insurance       | 78,898                                  | 76,295                                  |
| 19-002 | Retirement             | 66,535                                  | 100,725                                 |
| 19-004 | Medicare               | 5,191                                   | 5,380                                   |
|        | Salaries and Benefits  | 508,620                                 | 553,432                                 |
| 21-000 | Special Departmental   | 5,050                                   | 7,400                                   |
| 22-000 | Contractual            | 86,468                                  | 60,127                                  |
| 31-000 | Office Operating       | 1,000                                   | 1,000                                   |
| 40-010 | Cellular Services      | 2,400                                   | 1,880                                   |
| 51-000 | Advertising            | 10,100                                  | 10,100                                  |
| 53-000 | Membership and Dues    | 1,596                                   | 1,596                                   |
| 54-000 | Allowances             | 5,421                                   | 5,421                                   |
|        | Operating              | 112,035                                 | 87,524                                  |
| 91-000 | Budget Savings         | 0                                       | 0                                       |
|        | PLANNING               | <u>620,655</u>                          | <u>640,956</u>                          |

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "21") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|                                     |                      |                              |
|-------------------------------------|----------------------|------------------------------|
| Community Development<br>Department | Planning<br>Division | 121-810-14<br>Account Number |
|-------------------------------------|----------------------|------------------------------|

| Activity Type                              | Potential Vendor                     | Amount       |
|--|--------------------------------------|--------------|
| #1: Environmental postings                 | TBD                                  | 3,000        |
| #2: LAFCO Assessment -- state mandated     | Local Area Formation Commission.     | 1,000        |
| #3: GIS License and Annual Maintenance     | \$1500 to be shared with Engineering | 850          |
| #4: Mileage, Recognition Plaques, Supplies | TBD                                  | 200          |
| #5: GIS licenses                           |                                      | 2,350        |
| #6:  |                                      |              |
| #7:  |                                      |              |
| #8:  |                                      |              |
| #9:  |                                      |              |
| #10:                                       |                                      |              |
| #11:                                       |                                      |              |
| #12:                                       |                                      |              |
| #13:                                       |                                      |              |
| #14:                                       |                                      |              |
| #15:                                       |                                      |              |
| #16:                                       |                                      |              |
| #17:                                       |                                      |              |
| #18:                                       |                                      |              |
| #19:                                       |                                      |              |
| #20:                                       |                                      |              |
| <b>TOTAL</b>                               |                                      | <b>7,400</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Contractual (Account "22") Budget Detail**  
*Payments to persons/agencies for services rendered*

|                                     |                      |                              |
|-------------------------------------|----------------------|------------------------------|
| Community Development<br>Department | Planning<br>Division | 121-810-14<br>Account Number |
|-------------------------------------|----------------------|------------------------------|

| <u>Activity Type</u>                   | <u>Potential Vendor</u>        | <u>Amount</u>        |
|--|--------------------------------|----------------------|
| #1: <u>City Architectural Services</u> | <u>Onyx</u>                    | <u>30,303</u>        |
| #2: <u>Arch-Historic Architect</u>     | <u>Onyx</u>                    | <u>9,140</u>         |
| #3: <u>Arch-Landscape Architect</u>    | <u>Mia Lehrer + Associates</u> | <u>17,500</u>        |
| #4: <u>Arborist Services</u>           | <u>Craig Crotty</u>            | <u>3,184</u>         |
| #5: _____                              | _____                          | _____                |
| #6: _____                              | _____                          | _____                |
| #7: _____                              | _____                          | _____                |
| #8: _____                              | _____                          | _____                |
| #9: _____                              | _____                          | _____                |
| #10: _____                             | _____                          | _____                |
| #11: _____                             | _____                          | _____                |
| #12: _____                             | _____                          | _____                |
| #13: _____                             | _____                          | _____                |
| #14: _____                             | _____                          | _____                |
| #15: _____                             | _____                          | _____                |
| #16: _____                             | _____                          | _____                |
| #17: _____                             | _____                          | _____                |
| #18: _____                             | _____                          | _____                |
| #19: _____                             | _____                          | _____                |
| #20: _____                             | _____                          | _____                |
| <b>TOTAL</b>                           |                                | <b><u>60,127</u></b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Office Operating (Account "31") Budget Detail**  
*Payments to persons/agencies for services rendered*

|                                     |                      |                              |
|-------------------------------------|----------------------|------------------------------|
| Community Development<br>Department | Planning<br>Division | 121-810-14<br>Account Number |
|-------------------------------------|----------------------|------------------------------|

| Activity Type        | Potential Vendor | Amount              |
|----------------------|------------------|---------------------|
| #1: Office Operating | TBD              | 1,000               |
| #2:                  |                  |                     |
| #3:                  |                  |                     |
| #4:                  |                  |                     |
| #5:                  |                  |                     |
| #6:                  |                  |                     |
| #7:                  |                  |                     |
| #8:                  |                  |                     |
| #9:                  |                  |                     |
| #10:                 |                  |                     |
| #11:                 |                  |                     |
| #12:                 |                  |                     |
| #13:                 |                  |                     |
| #14:                 |                  |                     |
| #15:                 |                  |                     |
| #16:                 |                  |                     |
| #17:                 |                  |                     |
| #18:                 |                  |                     |
| #19:                 |                  |                     |
| #20:                 |                  |                     |
| <b>TOTAL</b>         |                  | <u><u>1,000</u></u> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Advertising (Account "51") Budget Detail**  
*City expenditures for advertising events*

|                                     |                      |                              |
|-------------------------------------|----------------------|------------------------------|
| Community Development<br>Department | Planning<br>Division | 121-810-14<br>Account Number |
|-------------------------------------|----------------------|------------------------------|

| <u>Activity Type</u> | <u>Potential Vendor</u> | <u>Amount</u> |
|----------------------|-------------------------|---------------|
| #1: Public Notices   | San Gabriel Sun         | 10,100        |
| #2:                  |                         |               |
| #3:                  |                         |               |
| #4:                  |                         |               |
| #5:                  |                         |               |
| #6:                  |                         |               |
| #7:                  |                         |               |
| #8:                  |                         |               |
| #9:                  |                         |               |
| #10:                 |                         |               |
| #11:                 |                         |               |
| #12:                 |                         |               |
| #13:                 |                         |               |
| #14:                 |                         |               |
| #15:                 |                         |               |
| #16:                 |                         |               |
| #17:                 |                         |               |
| #18:                 |                         |               |
| #19:                 |                         |               |
| #20:                 |                         |               |
| <b>TOTAL</b>         |                         | <b>10,100</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Memberships and Dues (Account "53") Budget Detail**  
*Amounts paid for membership in various organizations*

|                                     |                      |                              |
|-------------------------------------|----------------------|------------------------------|
| Community Development<br>Department | Planning<br>Division | 121-810-14<br>Account Number |
|-------------------------------------|----------------------|------------------------------|

| <u>Member Name</u>     | <u>Organization</u> | <u>Amount</u> |
|------------------------|---------------------|---------------|
| #1: Planning Staff (4) | APA Membership      | 1,596         |
| #2:                    |                     |               |
| #3:                    |                     |               |
| #4:                    |                     |               |
| #5:                    |                     |               |
| #6:                    |                     |               |
| #7:                    |                     |               |
| #8:                    |                     |               |
| #9:                    |                     |               |
| #10:                   |                     |               |
| #11:                   |                     |               |
| #12:                   |                     |               |
| #13:                   |                     |               |
| #14:                   |                     |               |
| #15:                   |                     |               |
| #16:                   |                     |               |
| #17:                   |                     |               |
| #18:                   |                     |               |
| #19:                   |                     |               |
| #20:                   |                     |               |
| <b>TOTAL</b>           |                     | <b>1,596</b>  |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Allowances (Account "54") Budget Detail**  
*Primarily for attendance of conferences and meetings*

|                                     |                               |                              |
|-------------------------------------|-------------------------------|------------------------------|
| Community Development<br>Department | Planning Division<br>Division | 121-810-14<br>Account Number |
|-------------------------------------|-------------------------------|------------------------------|

| <u>Activity Type</u>                     | <u>Potential Vendor</u>     | <u>Amount</u> |
|--|-----------------------------|---------------|
| #1: Mileage, Meetings, Training etc      | TBD                         | 1,305         |
| #2: Commission training material         | League of California Cities | 130           |
| #3: Training for staff and Commissioners | National and State APA      | 3,986         |
| #4:                                      |                             |               |
| #5:                                      |                             |               |
| #6:                                      |                             |               |
| #7:                                      |                             |               |
| #8:                                      |                             |               |
| #9:                                      |                             |               |
| #10:                                     |                             |               |
| #11:                                     |                             |               |
| #12:                                     |                             |               |
| #13:                                     |                             |               |
| #14:                                     |                             |               |
| #15:                                     |                             |               |
| #16:                                     |                             |               |
| #17:                                     |                             |               |
| #18:                                     |                             |               |
| #19:                                     |                             |               |
| #20:                                     |                             |               |
| <b>TOTAL</b>                             |                             | <b>5,421</b>  |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Supplemental and Additional Budget Allocation Request**  
**(Please complete one form for each item)**

**Request Number #1**

|                                     |                      |                              |
|-------------------------------------|----------------------|------------------------------|
| Community Development<br>Department | Planning<br>Division | 121-810-14<br>Account Number |
|-------------------------------------|----------------------|------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input checked="" type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p> | <table border="1"> <thead> <tr> <th align="left"><b>Funding Source (Check One)</b></th> <th align="right"><b>Funding Amount</b></th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> General Fund</td> <td align="right">2,350</td> </tr> <tr> <td><input type="checkbox"/> Mission Playhouse Imp. Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Parks and Rec Facility Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Proposition "A"</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Proposition "C"</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Redevelopment</td> <td></td> </tr> <tr> <td><input type="checkbox"/> AQMD Trust Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Asset Forfeiture Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> State Sup. Law Enforce. Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Gas Tax</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Waste Management Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Increased Fees (Please Specify)</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Other (Please Specify)</td> <td></td> </tr> <tr> <td><b>Total Program Cost</b></td> <td align="right"><b>2,350</b></td> </tr> </tbody> </table> | <b>Funding Source (Check One)</b> | <b>Funding Amount</b> | <input checked="" type="checkbox"/> General Fund | 2,350 | <input type="checkbox"/> Mission Playhouse Imp. Fund |  | <input type="checkbox"/> Parks and Rec Facility Fund |  | <input type="checkbox"/> Proposition "A" |  | <input type="checkbox"/> Proposition "C" |  | <input type="checkbox"/> Redevelopment |  | <input type="checkbox"/> AQMD Trust Fund |  | <input type="checkbox"/> Asset Forfeiture Fund |  | <input type="checkbox"/> State Sup. Law Enforce. Fund |  | <input type="checkbox"/> Gas Tax |  | <input type="checkbox"/> Waste Management Fund |  | <input type="checkbox"/> Increased Fees (Please Specify) |  | <input type="checkbox"/> Other (Please Specify) |  | <b>Total Program Cost</b> | <b>2,350</b> |
|--|---|-----------------------------------|-----------------------|--|-------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|---|--|----------------------------------|--|--|--|--|--|---|--|---------------------------|--------------|
| <b>Funding Source (Check One)</b>  | <b>Funding Amount</b>   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input checked="" type="checkbox"/> General Fund   | 2,350   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Parks and Rec Facility Fund   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Proposition "A"   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Proposition "C"   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Redevelopment   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> AQMD Trust Fund   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Asset Forfeiture Fund   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Gas Tax   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Waste Management Fund   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Increased Fees (Please Specify)   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Other (Please Specify)  |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <b>Total Program Cost</b>  | <b>2,350</b>  |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <p><b>Program or Item Description:</b></p> <p>Update and upgrade local installation GIS licenses to network licenses</p>   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |

Currently, there are two local GIS installations (one in Community Development and one in Public Works); both are out-of-date in terms of the maintenance license with Esri. Updating these licenses and upgrading them to network licenses will be much more convenient for users, allowing them to access GIS data from their own PC instead of just the two PCs with local installations.

The upgrade to network licenses is \$2,000.00 per license. Before the licenses can be upgraded, the maintenance on the two existing licenses must be updated; this will cost about \$1,400.00 to get current through November 2015. The licenses will then need to be updated again in November. The estimated cost for FY 2015-16 to accomplish these updates and upgrades is shown below:

Update licenses through 11/2015: \$1,400.00  
 Upgrade licenses (2 @\$2,000): \$4,000.00  
 Update licenses 11/15-11/2016: est. \$1,000.00  
 Total FY 2015-16 budget: \$6,400.00

The Community Development and Public Works departments have agreed to share this cost equally. The Community Development share of the proposed updates and upgrades in FY 2015-16 is \$3,200.00. \$850.00 is currently budgeted in Account #121-810-14-21-000 for GIS license maintenance, therefore a request of \$2,350.00 is being made to cover the balance of the estimated cost of updating and upgrading the licenses.

**CITY OF SAN GABRIEL**  
**2015-16 Supplemental and Additional Budget Allocation Request**  
**(Please complete one form for each item)**

**Request Number #2**

|                                     |                      |                              |
|-------------------------------------|----------------------|------------------------------|
| Community Development<br>Department | Planning<br>Division | 121-810-14<br>Account Number |
|-------------------------------------|----------------------|------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input checked="" type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p> | <table border="1"> <thead> <tr> <th align="left"><b>Funding Source (Check One)</b></th> <th align="right"><b>Funding Amount</b></th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> General Fund</td> <td align="right">7,703</td> </tr> <tr> <td><input type="checkbox"/> Mission Playhouse Imp. Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Parks and Rec Facility Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Proposition "A"</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Proposition "C"</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Redevelopment</td> <td></td> </tr> <tr> <td><input type="checkbox"/> AQMD Trust Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Asset Forfeiture Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> State Sup. Law Enforce. Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Gas Tax</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Waste Management Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Increased Fees (Please Specify)</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Other (Please Specify)</td> <td></td> </tr> <tr> <td><b>Total Program Cost</b></td> <td align="right"><b>7,703</b></td> </tr> </tbody> </table> | <b>Funding Source (Check One)</b> | <b>Funding Amount</b> | <input checked="" type="checkbox"/> General Fund | 7,703 | <input type="checkbox"/> Mission Playhouse Imp. Fund |  | <input type="checkbox"/> Parks and Rec Facility Fund |  | <input type="checkbox"/> Proposition "A" |  | <input type="checkbox"/> Proposition "C" |  | <input type="checkbox"/> Redevelopment |  | <input type="checkbox"/> AQMD Trust Fund |  | <input type="checkbox"/> Asset Forfeiture Fund |  | <input type="checkbox"/> State Sup. Law Enforce. Fund |  | <input type="checkbox"/> Gas Tax |  | <input type="checkbox"/> Waste Management Fund |  | <input type="checkbox"/> Increased Fees (Please Specify) |  | <input type="checkbox"/> Other (Please Specify) |  | <b>Total Program Cost</b> | <b>7,703</b> |
|--|---|-----------------------------------|-----------------------|--|-------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|---|--|----------------------------------|--|--|--|--|--|---|--|---------------------------|--------------|
| <b>Funding Source (Check One)</b>  | <b>Funding Amount</b>   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input checked="" type="checkbox"/> General Fund   | 7,703   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Parks and Rec Facility Fund   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Proposition "A"   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Proposition "C"   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Redevelopment   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> AQMD Trust Fund   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Asset Forfeiture Fund   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Gas Tax   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Waste Management Fund   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Increased Fees (Please Specify)   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Other (Please Specify)  |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <b>Total Program Cost</b>  | <b>7,703</b>  |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <p><b>Program or Item Description:</b></p> <p>Increase City Landscape Architect budget to reflect a full year of services</p>  |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |

**Justification**

On March 18, 2014, the City Council approved a one year contract with Mia Lehrer Associates (MLA) to provide consulting landscape architecture services in the amount of \$17,500.00. This cost was spread over two fiscal years, with \$7,703.00 from FY 2013-14 (utilizing the remaining budget from the time the contract was approved) and \$9,797.00 from FY 2014-15. This latter amount has been repeated in the base budget for FY 2015-16, however it only reflects a portion of the cost of a full year of services under the contract. To bring the allocation for consulting landscape architecture service to the full annual contract amount, an additional \$7,703.00 is requested.

**CITY OF SAN GABRIEL**  
**2015-16 Supplemental and Additional Budget Allocation Request**  
**(Please complete one form for each item)**

**Request Number #3**

|                                     |                      |                              |
|-------------------------------------|----------------------|------------------------------|
| Community Development<br>Department | Planning<br>Division | 121-810-14<br>Account Number |
|-------------------------------------|----------------------|------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input checked="" type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p> | <table border="1"> <thead> <tr> <th align="left"><u>Funding Source (Check One)</u></th> <th align="right"><u>Funding Amount</u></th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> General Fund</td> <td align="right">2,941</td> </tr> <tr> <td><input type="checkbox"/> Mission Playhouse Imp. Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Parks and Rec Facility Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Proposition "A"</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Proposition "C"</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Redevelopment</td> <td></td> </tr> <tr> <td><input type="checkbox"/> AQMD Trust Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Asset Forfeiture Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> State Sup. Law Enforce. Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Gas Tax</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Waste Management Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Increased Fees (Please Specify)</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Other (Please Specify)</td> <td></td> </tr> <tr> <td><b>Total Program Cost</b></td> <td align="right"><b>2,941</b></td> </tr> </tbody> </table> | <u>Funding Source (Check One)</u> | <u>Funding Amount</u> | <input checked="" type="checkbox"/> General Fund | 2,941 | <input type="checkbox"/> Mission Playhouse Imp. Fund |  | <input type="checkbox"/> Parks and Rec Facility Fund |  | <input type="checkbox"/> Proposition "A" |  | <input type="checkbox"/> Proposition "C" |  | <input type="checkbox"/> Redevelopment |  | <input type="checkbox"/> AQMD Trust Fund |  | <input type="checkbox"/> Asset Forfeiture Fund |  | <input type="checkbox"/> State Sup. Law Enforce. Fund |  | <input type="checkbox"/> Gas Tax |  | <input type="checkbox"/> Waste Management Fund |  | <input type="checkbox"/> Increased Fees (Please Specify) |  | <input type="checkbox"/> Other (Please Specify) |  | <b>Total Program Cost</b> | <b>2,941</b> |
|--|---|-----------------------------------|-----------------------|--|-------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|---|--|----------------------------------|--|--|--|--|--|---|--|---------------------------|--------------|
| <u>Funding Source (Check One)</u>  | <u>Funding Amount</u>   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input checked="" type="checkbox"/> General Fund   | 2,941   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Parks and Rec Facility Fund   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Proposition "A"   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Proposition "C"   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Redevelopment   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> AQMD Trust Fund   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Asset Forfeiture Fund   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Gas Tax   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Waste Management Fund   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Increased Fees (Please Specify)   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Other (Please Specify)  |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <b>Total Program Cost</b>  | <b>2,941</b>  |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <p><b>Program or Item Description:</b></p> <p>Increase the City Architect budget to reflect the increased cost of services.</p>  |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |

**Justification**

The City has contracted with Onyx Architects to provide consulting architectural services since 2009. During that time, Onyx has billed the City hourly rates on average 19% below its standard hourly rates. Effective January 1, 2014, Onyx raised its standard hourly rates an average of 6%, while holding the rates charged the City constant. Beginning in 2015, Onyx is proposing to raise its hourly rates to the City an average of 11.9%. For its first three years, Onyx's contract was structured as a "not to exceed" annual amount, which called for payment upon receipt of a detailed invoice, including the address for each project and the total number of hours, by employee, for whom services are being charged. This method often resulted in a significant amount of the firm's time being spent on invoice preparation and review. In September 2012, the City Council approved an amendment to the contract which changed the method of payment to a "retainer" system, whereby the firm bills the City in twelve installments, each not to exceed one-twelfth of the contract amount, thereby reducing invoice preparation time and allowing the firm to focus on its core mission of providing design consultation. Services not covered by the retainer are paid for from developer deposits and charged based on an "a la carte" menu of architectural services. The a la carte menu is increasing an average of 15.5%. To account for the increase in hourly rates and a la carte services, a 10.75% increase in the City Architect budget, equal to \$2,941.00 is requested.

**CITY OF SAN GABRIEL**  
**2015-16 Supplemental and Additional Budget Allocation Request**  
 (Please complete one form for each item)

**Request Number #4**

|                                     |                      |                              |
|-------------------------------------|----------------------|------------------------------|
| Community Development<br>Department | Planning<br>Division | 121-810-14<br>Account Number |
|-------------------------------------|----------------------|------------------------------|

| <b>Activity Type (Check One)</b><br><input type="checkbox"/> Personnel<br><input checked="" type="checkbox"/> Operating<br><input type="checkbox"/> Special Projects<br><input type="checkbox"/> Capital Outlay | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;"><b>Funding Source (Check One)</b></th> <th style="text-align:right; border-bottom: 1px solid black;"><b>Funding Amount</b></th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> General Fund</td> <td style="text-align:right;">1,015</td> </tr> <tr> <td><input type="checkbox"/> Mission Playhouse Imp. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Parks and Rec Facility Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "A"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "C"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Redevelopment</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> AQMD Trust Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Asset Forfeiture Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> State Sup. Law Enforce. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Gas Tax</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Waste Management Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Increased Fees (Please Specify)<br/>_____</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Other (Please Specify)<br/>_____</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><b>Total Program Cost</b></td> <td style="text-align:right; border-top: 1px solid black;"><b>1,015</b></td> </tr> </tbody> </table> | <b>Funding Source (Check One)</b> | <b>Funding Amount</b> | <input checked="" type="checkbox"/> General Fund | 1,015 | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify)<br>_____ | _____ | <input type="checkbox"/> Other (Please Specify)<br>_____ | _____ | <b>Total Program Cost</b> | <b>1,015</b> |
|---|--|-----------------------------------|-----------------------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|---|-------|--|-------|---------------------------|--------------|
| <b>Funding Source (Check One)</b>   | <b>Funding Amount</b>  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <input checked="" type="checkbox"/> General Fund  | 1,015  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <input type="checkbox"/> Mission Playhouse Imp. Fund  | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <input type="checkbox"/> Parks and Rec Facility Fund  | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <input type="checkbox"/> Proposition "A"  | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <input type="checkbox"/> Proposition "C"  | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <input type="checkbox"/> Redevelopment  | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <input type="checkbox"/> AQMD Trust Fund  | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <input type="checkbox"/> Asset Forfeiture Fund  | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <input type="checkbox"/> State Sup. Law Enforce. Fund   | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <input type="checkbox"/> Gas Tax  | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <input type="checkbox"/> Waste Management Fund  | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <input type="checkbox"/> Increased Fees (Please Specify)<br>_____   | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <input type="checkbox"/> Other (Please Specify)<br>_____  | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <b>Total Program Cost</b>   | <b>1,015</b>   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |
| <b>Program or Item Description:</b><br>Increase the City Historic Preservation Architect budget to reflect the increased cost of services.  |  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |              |

**Justification**

The City has contracted with Onyx Architects to provide consulting historic preservation architectural services since 2009. During that time, Onyx has billed the City hourly rates on average 19% below its standard hourly rates. Effective January 1, 2014, Onyx raised its standard hourly rates an average of 6%, while holding the rates charged the City constant. Beginning in 2015, Onyx is proposing to raise its hourly rates to the City an average of 11.9%. Onyx's contract for historic preservation architectural services is structured as a "not to exceed" annual amount, in services are charged based on an "a la carte" menu of architectural services. The a la carte menu is increasing an average of 19%. To account for the increase in hourly rates and a la carte services, a 12.5% increase in the City Historic Preservation Architect budget, equal to \$1,015.00 is requested.

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
810 COMMUNITY DEVELOPMENT  
16 BUILDING AND SAFETY

|        |                             | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|-----------------------------|---|---|
| 11-000 | Full Time Employees         | 272,050                                 | 300,339                                 |
| 12-000 | Limited Time Employees      | 0                                       | 538                                     |
| 13-000 | Overtime Employees          | 0                                       | 0                                       |
| 19-001 | Health Insurance            | 73,822                                  | 71,435                                  |
| 19-002 | Retirement                  | 42,425                                  | 50,029                                  |
| 19-004 | Medicare                    | 3,945                                   | 4,363                                   |
|        | Salaries and Benefits       | 392,242                                 | 426,704                                 |
| 21-000 | Special Departmental        | 3,854                                   | 3,854                                   |
| 22-000 | Contractual                 | 12,800                                  | 30,000                                  |
| 22-032 | Special Plan Check Services | 716,000                                 | 698,800                                 |
| 31-000 | Office Operating            | 2,500                                   | 2,500                                   |
| 40-010 | Cellular Services           | 660                                     | 1,270                                   |
| 45-000 | Educational                 | 5,130                                   | 5,130                                   |
| 53-000 | Membership and Dues         | 840                                     | 840                                     |
| 54-000 | Allowances                  | 3,045                                   | 3,045                                   |
|        | Operating                   | 744,829                                 | 745,439                                 |
| 91-000 | Budget Savings              | 0                                       | 0                                       |
|        | BUILDING AND SAFETY         | <u>1,137,071</u>                        | <u>1,172,143</u>                        |

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "21") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|                       |                     |                |
|-----------------------|---------------------|----------------|
| Community Development | Building and Safety | 121-810-16     |
| Department            | Division            | Account Number |

| <u>Activity Type</u>                     | <u>Potential Vendor</u>         | <u>Amount</u> |
|--|---------------------------------|---------------|
| #1: Code Books: ACI 318-11               | International Code Council      | 193           |
| #2: Code Books: ASCE 5-11                | International Code Council      | 110           |
| #3: Code Books: NDS 2012                 | International Code Council      | 150           |
| #4: Code Books: ASTM Standards           | International Code Council      | 682           |
| #5: Code Books: IBC Commentary           | International Code Council      | 221           |
| #6: Code Books: CalDAG 2014              | International Code Council      | 80            |
| #7: Code Books: CBC 2013 Series Full Set | International Code Council      | 1,253         |
| #8: NFPA Standards - Online Reference    | National Fire Protection Agency | 1,166         |
| #9:                                      |                                 |               |
| #10:                                     |                                 |               |
| #11:                                     |                                 |               |
| #12:                                     |                                 |               |
| #13:                                     |                                 |               |
| #14:                                     |                                 |               |
| #15:                                     |                                 |               |
| #16:                                     |                                 |               |
| #17:                                     |                                 |               |
| #18:                                     |                                 |               |
| #19:                                     |                                 |               |
| #20:                                     |                                 |               |
| <b>TOTAL</b>                             |                                 | <b>3,854</b>  |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Contractual (Account "22") Budget Detail**  
*Payments to persons/agencies for services rendered*

|                                     |                                 |                              |
|-------------------------------------|---------------------------------|------------------------------|
| Community Development<br>Department | Building and Safety<br>Division | 121-810-16<br>Account Number |
|-------------------------------------|---------------------------------|------------------------------|

| Activity Type                         | Potential Vendor     | Amount        |
|---------------------------------------|----------------------|---------------|
| #1: Interim Building Manager Services | RKA Consulting Group | 30,000        |
| #2:                                   |                      |               |
| #3:                                   |                      |               |
| #4:                                   |                      |               |
| #5:                                   |                      |               |
| #6:                                   |                      |               |
| #7:                                   |                      |               |
| #8:                                   |                      |               |
| #9:                                   |                      |               |
| #10:                                  |                      |               |
| #11:                                  |                      |               |
| #12:                                  |                      |               |
| #13:                                  |                      |               |
| #14:                                  |                      |               |
| #15:                                  |                      |               |
| #16:                                  |                      |               |
| #17:                                  |                      |               |
| #18:                                  |                      |               |
| #19:                                  |                      |               |
| #20:                                  |                      |               |
| <b>TOTAL</b>                          |                      | <b>30,000</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Contractual - Off-Site Plan Review Services (Account "22-032") Budget Detail**  
*Payments to persons/agencies for services rendered*

|                                     |                                 |                              |
|-------------------------------------|---------------------------------|------------------------------|
| Community Development<br>Department | Building and Safety<br>Division | 121-810-16<br>Account Number |
|-------------------------------------|---------------------------------|------------------------------|

| <u>Activity Type</u>    | <u>Potential Vendors</u> | <u>Amount</u>  |
|-------------------------|--------------------------|----------------|
| #1: Plan Check Services | RKA Consulting Group     | 698,800        |
| #2: _____               | _____                    | _____          |
| #3: _____               | _____                    | _____          |
| #4: _____               | _____                    | _____          |
| #5: _____               | _____                    | _____          |
| #6: _____               | _____                    | _____          |
| #7: _____               | _____                    | _____          |
| #8: _____               | _____                    | _____          |
| #9: _____               | _____                    | _____          |
| #10: _____              | _____                    | _____          |
| #11: _____              | _____                    | _____          |
| #12: _____              | _____                    | _____          |
| #13: _____              | _____                    | _____          |
| #14: _____              | _____                    | _____          |
| #15: _____              | _____                    | _____          |
| #16: _____              | _____                    | _____          |
| #17: _____              | _____                    | _____          |
| #18: _____              | _____                    | _____          |
| #19: _____              | _____                    | _____          |
| #20: _____              | _____                    | _____          |
| <b>TOTAL</b>            |                          | <b>698,800</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Educational (Account "45") Budget Detail**  
*Staff training and development*

|                                     |                                 |                              |
|-------------------------------------|---------------------------------|------------------------------|
| Community Development<br>Department | Building and Safety<br>Division | 121-810-16<br>Account Number |
|-------------------------------------|---------------------------------|------------------------------|

| <u>Activity Type</u>                                    | <u>Potential Vendor</u>    | <u>Amount</u> |
|---|----------------------------|---------------|
| #1: CALBO Training<br>(\$165/class for 4 employees 3 x) | CALBO                      | 1,980         |
| #2: ICC Certification Renewals                          | International Code Council | 250           |
| #3: LA Basin Chapter Education                          | ICC LA Basin               | 600           |
| #4: ICC Classes   | International Code Council | 1,500         |
| #5: Other Training                                      | TBD                        | 800           |
| #6:   |                            |               |
| #7:   |                            |               |
| #8:   |                            |               |
| #9:   |                            |               |
| #10:  |                            |               |
| #11:  |                            |               |
| #12:  |                            |               |
| #13:  |                            |               |
| #14:  |                            |               |
| #15:  |                            |               |
| #16:  |                            |               |
| #17:  |                            |               |
| #18:  |                            |               |
| #19:  |                            |               |
| #20:  |                            |               |
| <b>TOTAL</b>  |                            | <b>5,130</b>  |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Memberships and Dues (Account "53") Budget Detail**  
*Amounts paid for membership in various organizations*

|                                     |                                 |                              |
|-------------------------------------|---------------------------------|------------------------------|
| Community Development<br>Department | Building and Safety<br>Division | 121-810-16<br>Account Number |
|-------------------------------------|---------------------------------|------------------------------|

| Member Name                 | Organization | Amount     |
|-----------------------------|--------------|------------|
| #1: ICC Membership          | ICC          | 125        |
| #2: CALBO Membership        | CALBO        | 215        |
| #3: LA Basin ICC Membership | LA Basin ICC | 100        |
| #4: LA Basin Meetings (x10) | LA Basin ICC | 200        |
| #5: IAPMO Membership        | IAPMO        | 200        |
| #6:                         |              |            |
| #7:                         |              |            |
| #8:                         |              |            |
| #9:                         |              |            |
| #10:                        |              |            |
| #11:                        |              |            |
| #12:                        |              |            |
| #13:                        |              |            |
| #14:                        |              |            |
| #15:                        |              |            |
| #16:                        |              |            |
| #17:                        |              |            |
| #18:                        |              |            |
| #19:                        |              |            |
| #20:                        |              |            |
| <b>TOTAL</b>                |              | <b>840</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Allowances (Account "54") Budget Detail**  
*Primarily for attendance of conferences and meetings*

|                       |                     |                |
|-----------------------|---------------------|----------------|
| Community Development | Building and Safety | 121-810-16     |
| Department            | Division            | Account Number |

| Activity Type             | Potential Vendor          | Amount       |
|---------------------------|---------------------------|--------------|
| #1: CALBO Conference      | CALBO ABM - San Diego, CA | 1,095        |
| #2: ICC Annual Conference | ICC Expo - Long Beach, CA | 1,950        |
| #3:                       |                           |              |
| #4:                       |                           |              |
| #5:                       |                           |              |
| #6:                       |                           |              |
| #7:                       |                           |              |
| #8:                       |                           |              |
| #9:                       |                           |              |
| #10:                      |                           |              |
| #11:                      |                           |              |
| #12:                      |                           |              |
| #13:                      |                           |              |
| #14:                      |                           |              |
| #15:                      |                           |              |
| #16:                      |                           |              |
| #17:                      |                           |              |
| #18:                      |                           |              |
| #19:                      |                           |              |
| #20:                      |                           |              |
| <b>TOTAL</b>              |                           | <b>3,045</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #1**

|                                     |                                 |                              |
|-------------------------------------|---------------------------------|------------------------------|
| Community Development<br>Department | Building and Safety<br>Division | 121-810-16<br>Account Number |
|-------------------------------------|---------------------------------|------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input checked="" type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p> | <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; padding: 5px;"><u>Funding Source (Check One)</u></th> <th style="text-align:right; padding: 5px;"><u>Funding Amount</u></th> </tr> </thead> <tbody> <tr><td><input checked="" type="checkbox"/> General Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Mission Playhouse Imp. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Parks and Rec Facility Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "A"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Proposition "C"</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Redevelopment</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> AQMD Trust Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Asset Forfeiture Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> State Sup. Law Enforce. Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Gas Tax</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Waste Management Fund</td><td style="text-align:right;">_____</td></tr> <tr><td><input type="checkbox"/> Increased Fees (Please Specify)</td><td style="text-align:right;">_____</td></tr> <tr><td><input checked="" type="checkbox"/> Other (Please Specify)<br/>Transfer Fund</td><td style="text-align:right;">17,200</td></tr> <tr> <td style="text-align:right;"><b>Total Program Cost</b></td> <td style="text-align:right; border-top: 1px solid black;"><b>17,200</b></td> </tr> </tbody> </table> | <u>Funding Source (Check One)</u> | <u>Funding Amount</u> | <input checked="" type="checkbox"/> General Fund | _____ | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify) | _____ | <input checked="" type="checkbox"/> Other (Please Specify)<br>Transfer Fund | 17,200 | <b>Total Program Cost</b> | <b>17,200</b> |
|--|---|-----------------------------------|-----------------------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|--|-------|---|--------|---------------------------|---------------|
| <u>Funding Source (Check One)</u>  | <u>Funding Amount</u>   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input checked="" type="checkbox"/> General Fund   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> Parks and Rec Facility Fund   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> Proposition "A"   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> Proposition "C"   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> Redevelopment   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> AQMD Trust Fund   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> Asset Forfeiture Fund   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> Gas Tax   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> Waste Management Fund   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input type="checkbox"/> Increased Fees (Please Specify)   | _____   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <input checked="" type="checkbox"/> Other (Please Specify)<br>Transfer Fund  | 17,200  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <b>Total Program Cost</b>  | <b>17,200</b>   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |
| <p><b>Program or Item Description:</b></p> <p>Transfer \$17,200</p> <p>From: Special Plan Check Services<br/>acct# 121-810-16-22-032</p> <p>To: Contractual acct#<br/>121-810-16-22-000</p>  |   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |        |                           |               |

**Justification**

A portion of the Special Plan Services, in the account of \$17,200 under account 121-810-16-22-032, will be transferred to Contractual account 121-810-16-22-000. This will be for on-site work and technical assistance to be provided by the consultant which are normally done off-site. The allotted amount is based on having the consultant work 20 hours per week throughout the fiscal year. The fund reallocation will not affect the division's baseline budget.

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
810 COMMUNITY DEVELOPMENT  
19 NEIGHBORHOOD IMP. SERVICES

|        |                            | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|----------------------------|---|---|
| 11-000 | Full Time Employees        | 88,566                                  | 153,551                                 |
| 12-000 | Limited Time Employees     | 9,069                                   | 9,991                                   |
| 13-000 | Overtime Employees         | 2,242                                   | 2,242                                   |
| 19-001 | Health Insurance           | 24,599                                  | 42,788                                  |
| 19-002 | Retirement                 | 20,698                                  | 33,373                                  |
| 19-004 | Medicare                   | 1,448                                   | 2,404                                   |
|        | Salaries and Benefits      | 146,622                                 | 244,348                                 |
| 21-000 | Special Departmental       | 7,679                                   | 6,279                                   |
| 22-000 | Contractual                | 21,599                                  | 22,499                                  |
| 31-000 | Office Operating           | 2,621                                   | 2,121                                   |
| 40-010 | Cellular Services          | 2,700                                   | 3,260                                   |
| 45-000 | Educational                | 700                                     | 1,700                                   |
| 53-000 | Membership and Dues        | 300                                     | 300                                     |
|        | Operating                  | 35,599                                  | 36,159                                  |
| 91-000 | Budget Savings             | 0                                       | 0                                       |
|        | NEIGHBORHOOD IMP. SERVICES | <u>182,221</u>                          | <u>280,507</u>                          |

**CITY OF SAN GABRIEL**  
**2015-16 Contractual (Account "22") Budget Detail**  
*Payments to persons/agencies for services rendered*

|                       |                            |                |
|-----------------------|----------------------------|----------------|
| Community Development | Neighborhood Imp. Services | 121-810-19     |
| Department            | Division                   | Account Number |

| <u>Activity Type</u>                              | <u>Potential Vendor</u>                  | <u>Amount</u>        |
|---|--|----------------------|
| #1: <u>Admin Citation Processing, Appeal Cost</u> | <u>Revenue Experts/Data Ticket</u>       | <u>3,200</u>         |
| #2: <u>Graffiti Removal</u>                       | <u>Woods Maint./DBS Graffiti Control</u> | <u>15,399</u>        |
| #3: <u>Shopping Cart Removal</u>                  | <u>WestCoast Shopping Carts</u>          | <u>2,400</u>         |
| #4: <u>Property owner search program</u>          | <u>Clear/ Thompson Reuters</u>           | <u>1,500</u>         |
| #5: _____   | _____                                    | _____                |
| #6: _____   | _____                                    | _____                |
| #7: _____   | _____                                    | _____                |
| #8: _____   | _____                                    | _____                |
| #9: _____   | _____                                    | _____                |
| #10: _____  | _____                                    | _____                |
| #11: _____  | _____                                    | _____                |
| #12: _____  | _____                                    | _____                |
| #13: _____  | _____                                    | _____                |
| #14: _____  | _____                                    | _____                |
| #15: _____  | _____                                    | _____                |
| #16: _____  | _____                                    | _____                |
| #17: _____  | _____                                    | _____                |
| #18: _____  | _____                                    | _____                |
| #19: _____  | _____                                    | _____                |
| #20: _____  | _____                                    | _____                |
| <b>TOTAL</b>                                      |  | <b><u>22,499</u></b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "21") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|                       |                            |                |
|-----------------------|----------------------------|----------------|
| Community Development | Neighborhood Imp. Services | 121-810-19     |
| Department            | Division                   | Account Number |

| Activity Type                                   | Potential Vendor                            | Amount                     |
|---|---|----------------------------|
| #1: <u>Property owner information</u>           | <u>Corelogic/ Realquest</u>                 | <u>2,100</u>               |
| #2: <u>NPDES and Fats Oils and Grease (FOG)</u> | <u>Jand Q Printing, Lasting Impressions</u> | <u>2,000</u>               |
| #3: <u>Software upgrades</u>                    | <u>Samsung, Apple, Microsoft, Go Pro</u>    | <u>1,000</u>               |
| #4: <u>Board ups</u>                            | <u>Mission Hardware</u>                     | <u>1,179</u>               |
| #5: _____                                       | _____                                       | _____                      |
| #6: _____                                       | _____                                       | _____                      |
| #7: _____                                       | _____                                       | _____                      |
| #8: _____                                       | _____                                       | _____                      |
| #9: _____                                       | _____                                       | _____                      |
| #10: _____                                      | _____                                       | _____                      |
| #11: _____                                      | _____                                       | _____                      |
| #12: _____                                      | _____                                       | _____                      |
| #13: _____                                      | _____                                       | _____                      |
| #14: _____                                      | _____                                       | _____                      |
| #15: _____                                      | _____                                       | _____                      |
| #16: _____                                      | _____                                       | _____                      |
| #17: _____                                      | _____                                       | _____                      |
| #18: _____                                      | _____                                       | _____                      |
| #19: _____                                      | _____                                       | _____                      |
| #20: _____                                      | _____                                       | _____                      |
| <b>TOTAL</b>                                    |   | <b><u><u>6,279</u></u></b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "31") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|                       |                            |                |
|-----------------------|----------------------------|----------------|
| Community Development | Neighborhood Imp. Services | 121-810-19     |
| Department            | Division                   | Account Number |

| Activity Type       | Potential Vendor       | Amount       |
|---------------------|------------------------|--------------|
| #1: Office supplies | Office Depot, Staples, | 2,121        |
| #2:                 |                        |              |
| #3:                 |                        |              |
| #4:                 |                        |              |
| #5:                 |                        |              |
| #6:                 |                        |              |
| #7:                 |                        |              |
| #8:                 |                        |              |
| #9:                 |                        |              |
| #10:                |                        |              |
| #11:                |                        |              |
| #12:                |                        |              |
| #13:                |                        |              |
| #14:                |                        |              |
| #15:                |                        |              |
| #16:                |                        |              |
| #17:                |                        |              |
| #18:                |                        |              |
| #19:                |                        |              |
| #20:                |                        |              |
| <b>TOTAL</b>        |                        | <b>2,121</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Educational (Account "45") Budget Detail**  
*Staff training and development*

|                       |                            |                |
|-----------------------|----------------------------|----------------|
| Community Development | Neighborhood Imp. Services | 121-810-19     |
| Department            | Division                   | Account Number |

| Activity Type                        | Potential Vendor                  | Amount       |
|--------------------------------------|-----------------------------------|--------------|
| #1: Continuing Education/Development | CACEO, Fred Pryor, Franklin Covey | 1,700        |
| #2: _____                            | _____                             | _____        |
| #3: _____                            | _____                             | _____        |
| #4: _____                            | _____                             | _____        |
| #5: _____                            | _____                             | _____        |
| #6: _____                            | _____                             | _____        |
| #7: _____                            | _____                             | _____        |
| #8: _____                            | _____                             | _____        |
| #9: _____                            | _____                             | _____        |
| #10: _____                           | _____                             | _____        |
| #11: _____                           | _____                             | _____        |
| #12: _____                           | _____                             | _____        |
| #13: _____                           | _____                             | _____        |
| #14: _____                           | _____                             | _____        |
| #15: _____                           | _____                             | _____        |
| #16: _____                           | _____                             | _____        |
| #17: _____                           | _____                             | _____        |
| #18: _____                           | _____                             | _____        |
| #19: _____                           | _____                             | _____        |
| #20: _____                           | _____                             | _____        |
| <b>TOTAL</b>                         |                                   | <b>1,700</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Memberships and Dues (Account "53") Budget Detail**  
*Amounts paid for membership in various organizations*

|                       |                            |                |
|-----------------------|----------------------------|----------------|
| Community Development | Neighborhood Imp. Services | 121-810-19     |
| Department            | Division                   | Account Number |

| <u>Member Name</u>                | <u>Organization</u>    | <u>Amount</u> |
|-----------------------------------|------------------------|---------------|
| #1: Clayton Anderson              | CACEO, FOG Association | 150           |
| #2: Jorge Arellano                | CACEO                  | 75            |
| #3: Full Time hire/part time hire | CACEO                  | 75            |
| #4:                               |                        |               |
| #5:                               |                        |               |
| #6:                               |                        |               |
| #7:                               |                        |               |
| #8:                               |                        |               |
| #9:                               |                        |               |
| #10:                              |                        |               |
| #11:                              |                        |               |
| #12:                              |                        |               |
| #13:                              |                        |               |
| #14:                              |                        |               |
| #15:                              |                        |               |
| #16:                              |                        |               |
| #17:                              |                        |               |
| #18:                              |                        |               |
| #19:                              |                        |               |
| #20:                              |                        |               |
| <b>TOTAL</b>                      |                        | <b>300</b>    |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #1**

|                                     |                 |                              |
|-------------------------------------|-----------------|------------------------------|
| Community Development<br>Department | NIS<br>Division | 121-810-19<br>Account Number |
|-------------------------------------|-----------------|------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input checked="" type="checkbox"/> Personnel</p> <p><input type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p> | <table border="1"> <thead> <tr> <th align="left"><u>Funding Source (Check One)</u></th> <th align="right"><u>Funding Amount</u></th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> General Fund</td> <td align="right">69,093</td> </tr> <tr> <td><input type="checkbox"/> Mission Playhouse Imp. Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Parks and Rec Facility Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Proposition "A"</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Proposition "C"</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Redevelopment</td> <td></td> </tr> <tr> <td><input type="checkbox"/> AQMD Trust Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Asset Forfeiture Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> State Sup. Law Enforce. Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Gas Tax</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Waste Management Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Increased Fees (Please Specify)</td> <td></td> </tr> <tr> <td><input checked="" type="checkbox"/> Other (Please Specify)</td> <td align="right">3,711</td> </tr> <tr> <td><b>Total Program Cost</b></td> <td align="right"><b>72,804</b></td> </tr> </tbody> </table> | <u>Funding Source (Check One)</u> | <u>Funding Amount</u> | <input checked="" type="checkbox"/> General Fund | 69,093 | <input type="checkbox"/> Mission Playhouse Imp. Fund |  | <input type="checkbox"/> Parks and Rec Facility Fund |  | <input type="checkbox"/> Proposition "A" |  | <input type="checkbox"/> Proposition "C" |  | <input type="checkbox"/> Redevelopment |  | <input type="checkbox"/> AQMD Trust Fund |  | <input type="checkbox"/> Asset Forfeiture Fund |  | <input type="checkbox"/> State Sup. Law Enforce. Fund |  | <input type="checkbox"/> Gas Tax |  | <input type="checkbox"/> Waste Management Fund |  | <input type="checkbox"/> Increased Fees (Please Specify) |  | <input checked="" type="checkbox"/> Other (Please Specify) | 3,711 | <b>Total Program Cost</b> | <b>72,804</b> |
|--|---|-----------------------------------|-----------------------|--|--------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|---|--|----------------------------------|--|--|--|--|--|--|-------|---------------------------|---------------|
| <u>Funding Source (Check One)</u>  | <u>Funding Amount</u>   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |  |       |                           |               |
| <input checked="" type="checkbox"/> General Fund   | 69,093  |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |  |       |                           |               |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   |   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |  |       |                           |               |
| <input type="checkbox"/> Parks and Rec Facility Fund   |   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |  |       |                           |               |
| <input type="checkbox"/> Proposition "A"   |   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |  |       |                           |               |
| <input type="checkbox"/> Proposition "C"   |   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |  |       |                           |               |
| <input type="checkbox"/> Redevelopment   |   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |  |       |                           |               |
| <input type="checkbox"/> AQMD Trust Fund   |   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |  |       |                           |               |
| <input type="checkbox"/> Asset Forfeiture Fund   |   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |  |       |                           |               |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  |   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |  |       |                           |               |
| <input type="checkbox"/> Gas Tax   |   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |  |       |                           |               |
| <input type="checkbox"/> Waste Management Fund   |   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |  |       |                           |               |
| <input type="checkbox"/> Increased Fees (Please Specify)   |   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |  |       |                           |               |
| <input checked="" type="checkbox"/> Other (Please Specify)   | 3,711   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |  |       |                           |               |
| <b>Total Program Cost</b>  | <b>72,804</b>   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |  |       |                           |               |
| <p><b>Program or Item Description:</b></p> <p>Enter detailed description here.</p> <p>Personnel - This is a request to hire one full time NIS Officer. The position will be funded through the general fund and CDBG funds.</p>        |   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |  |       |                           |               |

**Justification**

Additional staffing will be needed to meet the demands of the new massage ordinance, the consent decree, and improve our level of customer service.

Currently, the NIS division consists of the Manager, one full time NIS Officer, and a part time NIS Officer. The NIS division responds to approximately 375-400 complaints per year and conducts 1500-1600 inspections not including massage inspections. New massage laws, the impending 13 year consent decree with the State of California, and illegal sign (pole signs and projecting signs) will significantly increase the work load for the division.

The NIS Manager is responsible for 43% of the divisions case load in addition to managing the division. The addition of a full time staff member will allow the division manager an opportunity to establish new programs, seek program funding opportunities (grants etc.), focus on the task of managing the division, and address emerging trends (new types violations) in code enforcement.

City of San Gabriel  
 Neighborhood Improvement Services Officer - "A" & "B" Steps  
 2015-16 Fiscal Year

|                       | <u>Acct #</u>     | <u>Annual<br/>Cost</u> | <u>% of Base</u> |
|-----------------------|-------------------|------------------------|------------------|
| <b>BUDGET</b>         |                   |                        |                  |
| Base Salary:          |                   |                        |                  |
| "A" & "B" Step        | 121-xxx-xx-11-000 | 49,410.00              |                  |
| Sub-total             |                   | 49,410.00              |                  |
| Benefits:             |                   |                        |                  |
| P.E.R.S. Retirement   | 121-xxx-xx-19-002 | 3,710.69               | 7.51%            |
| Medicare              | 121-xxx-xx-19-004 | 716.45                 | 1.45%            |
| Flex Benefits         | 121-xxx-xx-19-001 | 18,816.00              | 38.08%           |
| Life & ADD Benefits   | 121-xxx-xx-19-001 | 150.60                 | 0.254%           |
| Sub-total             |                   | 23,393.74              | 47.35%           |
| Grand Total           |                   | 72,803.74              |                  |
| Covered by Retirement |                   | 3,710.69               |                  |
| Net General Fund      |                   | 69,093.05              |                  |

Note:

Salary Grade = 27a

|     |       |
|-----|-------|
| A = | 4,017 |
| B = | 4,218 |
| C = | 4,429 |
| D = | 4,650 |
| E = | 4,883 |

Salary Schedule effective 06/27/15  
 PERS is based on FY 15-16 Tier 2  
 Flex Benefit is based on calendar year 2014 cap  
 Life Benefit Rate: 0.22/\$1,000  
 AD&D Benefit Rate: 0.034/\$1,000

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #2**

|                                     |                 |                              |
|-------------------------------------|-----------------|------------------------------|
| Community Development<br>Department | NIS<br>Division | 121-810-19<br>Account Number |
|-------------------------------------|-----------------|------------------------------|

**Activity Type (Check One)**

Personnel

Operating

Special Projects

Capital Outlay

**Program or Item Description:**

Transfer amount: \$1,400

From 121-810-19-021-000 (Board up line item \$400.00 and FOG line item \$1000.00)

reallocated to 121-810-19-22-000

| <u>Funding Source (Check One)</u>                        | <u>Funding Amount</u> |
|--|-----------------------|
| <input checked="" type="checkbox"/> General Fund         | 1,400                 |
| <input type="checkbox"/> Mission Playhouse Imp. Fund     | _____                 |
| <input type="checkbox"/> Parks and Rec Facility Fund     | _____                 |
| <input type="checkbox"/> Proposition "A"                 | _____                 |
| <input type="checkbox"/> Proposition "C"                 | _____                 |
| <input type="checkbox"/> Redevelopment                   | _____                 |
| <input type="checkbox"/> AQMD Trust Fund                 | _____                 |
| <input type="checkbox"/> Asset Forfeiture Fund           | _____                 |
| <input type="checkbox"/> State Sup. Law Enforce. Fund    | _____                 |
| <input type="checkbox"/> Gas Tax                         | _____                 |
| <input type="checkbox"/> Waste Management Fund           | _____                 |
| <input type="checkbox"/> Increased Fees (Please Specify) | _____                 |
| <input type="checkbox"/> Other (Please Specify)          | _____                 |
| <b>Total Program Cost</b>                                | <b>1,400</b>          |

**Justification**

This amount is to pay for the Thompson Reuters program . This change would not affect the original base budget.

**CITY OF SAN GABRIEL**  
**2015-16 Additional Budget Request**  
(Please complete one form for each item)

**Request Number #3**

|                                     |                 |                              |
|-------------------------------------|-----------------|------------------------------|
| Community Development<br>Department | NIS<br>Division | 121-810-19<br>Account Number |
|-------------------------------------|-----------------|------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input checked="" type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p> | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;">Funding Source (Check One)</th> <th style="text-align:right; border-bottom: 1px solid black;">Funding Amount</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> General Fund</td> <td style="text-align:right;">500</td> </tr> <tr> <td><input type="checkbox"/> Mission Playhouse Imp. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Parks and Rec Facility Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "A"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "C"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Redevelopment</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> AQMD Trust Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Asset Forfeiture Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> State Sup. Law Enforce. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Gas Tax</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Waste Management Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Increased Fees (Please Specify)</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Other (Please Specify)</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><b>Total Program Cost</b></td> <td style="text-align:right; border-top: 1px solid black;"><b>500</b></td> </tr> </tbody> </table> | Funding Source (Check One) | Funding Amount | <input checked="" type="checkbox"/> General Fund | 500 | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify) | _____ | <input type="checkbox"/> Other (Please Specify) | _____ | <b>Total Program Cost</b> | <b>500</b> |
|--|--|----------------------------|----------------|--|-----|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|--|-------|---|-------|---------------------------|------------|
| Funding Source (Check One)   | Funding Amount   |                            |                |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input checked="" type="checkbox"/> General Fund   | 500  |                            |                |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   | _____  |                            |                |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Parks and Rec Facility Fund   | _____  |                            |                |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Proposition "A"   | _____  |                            |                |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Proposition "C"   | _____  |                            |                |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Redevelopment   | _____  |                            |                |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> AQMD Trust Fund   | _____  |                            |                |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Asset Forfeiture Fund   | _____  |                            |                |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  | _____  |                            |                |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Gas Tax   | _____  |                            |                |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Waste Management Fund   | _____  |                            |                |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Increased Fees (Please Specify)   | _____  |                            |                |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Other (Please Specify)  | _____  |                            |                |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <b>Total Program Cost</b>  | <b>500</b>   |                            |                |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <p><b>Program or Item Description:</b></p> <p>Transfer amount: \$500</p> <p>From-121-810-19-031-000 (Office Operating)</p> <p>Reallocated to 121-810-19-45-000</p>   |  |                            |                |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |

|  |
|--|
| <p><b>Justification</b></p> <p>This amount is to pay for additional staff training as needed. This change would not affect the original base budget.</p> |
|--|

**CITY OF SAN GABRIEL**  
**2015-16 Additional Budget Request**  
(Please complete one form for each item)

**Request Number #4**

|                       |          |                |
|-----------------------|----------|----------------|
| Community Development | NIS      | 121-810-19     |
| Department            | Division | Account Number |

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input checked="" type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p> | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left;"><u>Funding Source (Check One)</u></th> <th style="text-align:right;"><u>Funding Amount</u></th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> General Fund</td> <td style="text-align:right;">1000</td> </tr> <tr> <td><input type="checkbox"/> Mission Playhouse Imp. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Parks and Rec Facility Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "A"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "C"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Redevelopment</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> AQMD Trust Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Asset Forfeiture Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> State Sup. Law Enforce. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Gas Tax</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Waste Management Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Increased Fees (Please Specify)</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Other (Please Specify)</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><b>Total Program Cost</b></td> <td style="text-align:right;"><b>1000</b></td> </tr> </tbody> </table> | <u>Funding Source (Check One)</u> | <u>Funding Amount</u> | <input checked="" type="checkbox"/> General Fund | 1000 | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify) | _____ | <input type="checkbox"/> Other (Please Specify) | _____ | <b>Total Program Cost</b> | <b>1000</b> |
|--|---|-----------------------------------|-----------------------|--|------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|--|-------|---|-------|---------------------------|-------------|
| <u>Funding Source (Check One)</u>  | <u>Funding Amount</u>   |                                   |                       |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <input checked="" type="checkbox"/> General Fund   | 1000  |                                   |                       |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   | _____   |                                   |                       |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <input type="checkbox"/> Parks and Rec Facility Fund   | _____   |                                   |                       |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <input type="checkbox"/> Proposition "A"   | _____   |                                   |                       |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <input type="checkbox"/> Proposition "C"   | _____   |                                   |                       |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <input type="checkbox"/> Redevelopment   | _____   |                                   |                       |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <input type="checkbox"/> AQMD Trust Fund   | _____   |                                   |                       |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <input type="checkbox"/> Asset Forfeiture Fund   | _____   |                                   |                       |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  | _____   |                                   |                       |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <input type="checkbox"/> Gas Tax   | _____   |                                   |                       |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <input type="checkbox"/> Waste Management Fund   | _____   |                                   |                       |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <input type="checkbox"/> Increased Fees (Please Specify)   | _____   |                                   |                       |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <input type="checkbox"/> Other (Please Specify)  | _____   |                                   |                       |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <b>Total Program Cost</b>  | <b>1000</b>   |                                   |                       |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <p><b>Program or Item Description:</b></p> <p>Transfer amount: \$500 each</p> <p>From: 121-810-19-31-000</p> <p>and 121-810-19-22-000</p> <p>Reallocated to: 121-810-19-045</p>  |   |                                   |                       |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |

**Justification**

The amount is to fund for staff's continuing education and training as needed. This change would not affect the original base budget.

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #5**

|                                     |                 |                              |
|-------------------------------------|-----------------|------------------------------|
| Community Development<br>Department | NIS<br>Division | 121-810-19<br>Account Number |
|-------------------------------------|-----------------|------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input checked="" type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p> | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;"><b>Funding Source (Check One)</b></th> <th style="text-align:right; border-bottom: 1px solid black;"><b>Funding Amount</b></th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> General Fund</td> <td style="text-align:right;">100</td> </tr> <tr> <td><input type="checkbox"/> Mission Playhouse Imp. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Parks and Rec Facility Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "A"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "C"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Redevelopment</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> AQMD Trust Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Asset Forfeiture Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> State Sup. Law Enforce. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Gas Tax</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Waste Management Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Increased Fees (Please Specify)</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Other (Please Specify)</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><b>Total Program Cost</b></td> <td style="text-align:right; border-top: 1px solid black;"><b>100</b></td> </tr> </tbody> </table> | <b>Funding Source (Check One)</b> | <b>Funding Amount</b> | <input checked="" type="checkbox"/> General Fund | 100 | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify) | _____ | <input type="checkbox"/> Other (Please Specify) | _____ | <b>Total Program Cost</b> | <b>100</b> |
|--|--|-----------------------------------|-----------------------|--|-----|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|--|-------|---|-------|---------------------------|------------|
| <b>Funding Source (Check One)</b>  | <b>Funding Amount</b>  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input checked="" type="checkbox"/> General Fund   | 100  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   | _____  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Parks and Rec Facility Fund   | _____  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Proposition "A"   | _____  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Proposition "C"   | _____  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Redevelopment   | _____  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> AQMD Trust Fund   | _____  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Asset Forfeiture Fund   | _____  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  | _____  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Gas Tax   | _____  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Waste Management Fund   | _____  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Increased Fees (Please Specify)   | _____  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Other (Please Specify)  | _____  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <b>Total Program Cost</b>  | <b>100</b>   |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <p><b>Program or Item Description:</b></p> <p>From- 121-810-19-22-000 (West coast shopping carts \$100.00)</p> <p>reallocated to 121-19-22-000 ( Thompson Reuters)</p>   |  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |

|  |
|--|
| <p><b>Justification</b></p> <p>Reallocated \$100.00 from West Coast Shopping Cart line item to Thompson Reuters line item. The reallocation did not change the original base budget. Funds totalling \$1400.00 were reallocated from account 121-810-19-21-000 to fund the Thompson Reuters line item referenced in account 21 funding change tab.</p> |
|--|

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
810 COMMUNITY DEVELOPMENT  
26 ECONOMIC DEVELOPMENT

|        |                        | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|------------------------|---|---|
| 11-000 | Full Time Employees    | 112,894                                 | 95,290                                  |
| 12-000 | Limited Time Employees | 0                                       | 493                                     |
| 13-000 | Overtime Employees     | 0                                       | 0                                       |
| 19-001 | Health Insurance       | 19,806                                  | 19,095                                  |
| 19-002 | Retirement             | 9,839                                   | 7,156                                   |
| 19-004 | Medicare               | 1,637                                   | 1,389                                   |
|        | Salaries and Benefits  | 144,176                                 | 123,423                                 |
| 21-000 | Special Departmental   | 9,500                                   | 9,500                                   |
| 22-000 | Contractual            | 60,000                                  | 60,000                                  |
| 35-000 | Building Operating     | 10,000                                  | 10,000                                  |
| 40-010 | Cellular Services      | 1,100                                   | 1,100                                   |
| 53-000 | Membership and Dues    | 6,565                                   | 6,565                                   |
| 54-000 | Allowances             | 10,375                                  | 10,375                                  |
| 61-000 | Chamber of Commerce    | 31,680                                  | 31,680                                  |
|        | Operating              | 129,220                                 | 129,220                                 |
| 91-000 | Budget Savings         | 0                                       | 0                                       |
|        | ECONOMIC DEVELOPMENT   | <u>273,396</u>                          | <u>252,643</u>                          |

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "21") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|                                     |                                  |                              |
|-------------------------------------|----------------------------------|------------------------------|
| Community Development<br>Department | Economic Development<br>Division | 121-810-26<br>Account Number |
|-------------------------------------|----------------------------------|------------------------------|

| <u>Activity Type</u>                              | <u>Potential Vendor</u> | <u>Amount</u> |
|---|-------------------------|---------------|
| #1: Ongoing support for new & existing businesses | TBD                     | 5,000         |
| #2 Promotional items                              | TBD                     | 4,000         |
| #3 Promote affordable housing programs            | TBD                     | 500           |
| #4  |                         |               |
| #5  |                         |               |
| #6  |                         |               |
| #7  |                         |               |
| #8  |                         |               |
| #9  |                         |               |
| #10   |                         |               |
| #11   |                         |               |
| #12   |                         |               |
| #13   |                         |               |
| #14   |                         |               |
| #15   |                         |               |
| #16   |                         |               |
| #17   |                         |               |
| #18   |                         |               |
| #19   |                         |               |
| <b>TOTAL</b>                                      |                         | <b>9,500</b>  |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Contractual (Account "22") Budget Detail**  
*Payments to persons/agencies for services rendered*

|                                     |                                  |                              |
|-------------------------------------|----------------------------------|------------------------------|
| Community Development<br>Department | Economic Development<br>Division | 121-810-26<br>Account Number |
|-------------------------------------|----------------------------------|------------------------------|

| Activity Type           | Potential Vendor                   | Amount        |
|-------------------------|------------------------------------|---------------|
| #1: Legal Services      | Wallin, Kress, Kranitz and Reisman | 10,000        |
| #2: Consulting Services | Lilley PIng, JWA, Allegra          | 50,000        |
| #3:                     |                                    |               |
| #4:                     |                                    |               |
| #5:                     |                                    |               |
| #6:                     |                                    |               |
| #7:                     |                                    |               |
| #8:                     |                                    |               |
| #9:                     |                                    |               |
| #10:                    |                                    |               |
| #11:                    |                                    |               |
| #12:                    |                                    |               |
| #13:                    |                                    |               |
| #14:                    |                                    |               |
| #15:                    |                                    |               |
| #16:                    |                                    |               |
| #17:                    |                                    |               |
| #18:                    |                                    |               |
| #19:                    |                                    |               |
| #20:                    |                                    |               |
| <b>TOTAL</b>            |                                    | <b>60,000</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Building Operating (Account "35") Budget Detail**  
*Maintenance and use of physical buildings*

|                                     |                                  |                              |
|-------------------------------------|----------------------------------|------------------------------|
| Community Development<br>Department | Economic Development<br>Division | 121-810-26<br>Account Number |
|-------------------------------------|----------------------------------|------------------------------|

| Activity Type                         | Potential Vendor | Amount        |
|---------------------------------------|------------------|---------------|
| #1: Property Maintenance - City Owned | TBD              | 10,000        |
| #2                                    |                  |               |
| #3                                    |                  |               |
| #4                                    |                  |               |
| #5                                    |                  |               |
| #6                                    |                  |               |
| #7                                    |                  |               |
| #8                                    |                  |               |
| #9                                    |                  |               |
| #10                                   |                  |               |
| #11                                   |                  |               |
| #12                                   |                  |               |
| #13                                   |                  |               |
| #14                                   |                  |               |
| #15                                   |                  |               |
| #16                                   |                  |               |
| #17                                   |                  |               |
| #18                                   |                  |               |
| #19                                   |                  |               |
| <b>TOTAL</b>                          |                  | <b>10,000</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Memberships and Dues (Account "53") Budget Detail**

|                                     |                                  |                              |
|-------------------------------------|----------------------------------|------------------------------|
| Community Development<br>Department | Economic Development<br>Division | 121-810-26<br>Account Number |
|-------------------------------------|----------------------------------|------------------------------|

| Member Name                  | Organization                 | Amount       |
|------------------------------|------------------------------|--------------|
| #1: City of San Gabriel      | ICSC                         | 500          |
| #2: City of San Gabriel      | CALED                        | 465          |
| #3: City of San Gabriel      | SGV Economic Partnership     | 5,000        |
| #4: City of San Gabriel      | Los Angeles Business Journal | 100          |
| #5: Demographic Data Service | TBD                          | 500          |
| #6                           |                              |              |
| #7                           |                              |              |
| #8                           |                              |              |
| #9                           |                              |              |
| #10                          |                              |              |
| #11                          |                              |              |
| #12                          |                              |              |
| #13                          |                              |              |
| #14                          |                              |              |
| #15                          |                              |              |
| #16                          |                              |              |
| #17                          |                              |              |
| #18                          |                              |              |
| #19                          |                              |              |
| <b>TOTAL</b>                 |                              | <b>6,565</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Allowances (Account "54") Budget Detail**  
*Primarily for attendance of conferences and meetings*

|                                     |                                  |                              |
|-------------------------------------|----------------------------------|------------------------------|
| Community Development<br>Department | Economic Development<br>Division | 121-810-26<br>Account Number |
|-------------------------------------|----------------------------------|------------------------------|

| <u>Activity Type</u>                        | <u>Potential Vendor</u> | <u>Amount</u> |
|---|-------------------------|---------------|
| #1: ICSC conference - San Diego             | ICSC                    | 1,500         |
| #2: ICSC conference - Las Vegas             | ICSC                    | 3,200         |
| #3: ICSC conference - Monterey              | ICSC                    | 1,800         |
| #4: CALED Conference                        | CALED                   | 2,000         |
| #5: Public meeting notices and translations |                         | 1200          |
| #6: Mileage and parking allowance           |                         | 475           |
| #7: City Holiday Decorations Program        |                         | 200           |
| #8:   |                         |               |
| #9:   |                         |               |
| #10:  |                         |               |
| #11:  |                         |               |
| #12:  |                         |               |
| #13:  |                         |               |
| #14:  |                         |               |
| #15:  |                         |               |
| #16:  |                         |               |
| #17:  |                         |               |
| #18:  |                         |               |
| #19:  |                         |               |
| #20:  |                         |               |
| <b>TOTAL</b>                                |                         | <b>10,375</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

CITY OF SAN GABRIEL  
EXPENDITURES

185 C.D.B.G. FUND  
810 COMMUNITY DEVELOPMENT  
19 NEIGHBORHOOD IMP. SERVICES

|        |                                | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|--------------------------------|---|---|
| 11-000 | Full Time Employees            | 47,898                                  | 61,501                                  |
| 12-000 | Limited Time Employees         | 13,603                                  | 13,603                                  |
| 13-000 | Overtime Employees             | 0                                       |   |
| 19-001 | Health Insurance               | 14,746                                  | 14,746                                  |
| 19-002 | Retirement                     | 11,126                                  | 11,126                                  |
| 19-004 | Medicare                       | 892                                     | 892                                     |
|        | Salaries and Benefits          | 88,265                                  | 101,868                                 |
| 22-000 | Contractual / Graffiti Removal | 10,062                                  | 10,062                                  |
|        | Operating                      | 10,062                                  | 10,062                                  |
| 91-000 | Budget Savings                 | 0                                       | 0                                       |
|        | NEIGHBORHOOD IMP. SERVICES     | <u>98,327</u>                           | <u>111,930</u>                          |

**CITY OF SAN GABRIEL**  
**2015-16 Contractual (Account "22") Budget Detail**  
*Payments to persons/agencies for services rendered*

|                       |                            |                |
|-----------------------|----------------------------|----------------|
| Community Development | Neighborhood Imp. Services | 185-810-19     |
| Department            | Division                   | Account Number |

| Activity Type        | Potential Vendor | Amount        |
|----------------------|------------------|---------------|
| #1: Graffiti Removal | TBD              | 10,062        |
| #2:                  |                  |               |
| #3:                  |                  |               |
| #4:                  |                  |               |
| #5:                  |                  |               |
| #6:                  |                  |               |
| #7:                  |                  |               |
| #8:                  |                  |               |
| #9:                  |                  |               |
| #10:                 |                  |               |
| #11:                 |                  |               |
| #12:                 |                  |               |
| #13:                 |                  |               |
| #14:                 |                  |               |
| #15:                 |                  |               |
| #16:                 |                  |               |
| #17:                 |                  |               |
| #18:                 |                  |               |
| #19:                 |                  |               |
| #20:                 |                  |               |
| <b>TOTAL</b>         |                  | <b>10,062</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

CITY OF SAN GABRIEL  
EXPENDITURES

193 REDEVELOPMENT OBLIGATION RETIREMENT FUND  
946 R.D.A. SUCCESSOR AGENCY  
00 DEPARTMENT

|        |                         | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|-------------------------|---|---|
| 11-000 | Full Time Employees     | 0                                       | 0                                       |
| 12-000 | Limited Time Employees  | 14,786                                  | 0                                       |
| 13-000 | Overtime Employees      | 0                                       | 0                                       |
| 19-001 | Health Insurance        | 0                                       | 0                                       |
| 19-002 | Retirement              | 0                                       | 0                                       |
| 19-004 | Medicare                | 214                                     | 0                                       |
|        | Salaries and Benefits   | 15,000                                  | 0                                       |
| 21-000 | Special Departmental    | 0                                       | 0                                       |
| 22-000 | Contractual             | 87,500                                  | 54,000                                  |
| 31-000 | Office Operating        | 0                                       | 5,000                                   |
| 40-003 | Electricity             | 550                                     | 0                                       |
| 40-004 | Gas                     | 0                                       | 0                                       |
| 40-005 | Telephone               | 600                                     | 0                                       |
| 40-006 | Water                   | 250                                     | 0                                       |
| 40-010 | Cellular Services       | 1,000                                   | 0                                       |
| 51-000 | Advertising             | 0                                       | 0                                       |
| 55-000 | Lease Payments          | 17,600                                  | 0                                       |
| 64-007 | Auditing Services       | 0                                       | 6,000                                   |
|        | Operating               | 107,500                                 | 65,000                                  |
| 91-000 | Budget Savings          | 0                                       | 0                                       |
|        | R.D.A. SUCCESSOR AGENCY | <u>122,500</u>                          | <u>65,000</u>                           |

**CITY OF SAN GABRIEL**  
**2015-16 Contractual (Account "22") Budget Detail**  
*Payments to persons/agencies for services rendered*

|                                     |                                     |                              |
|-------------------------------------|-------------------------------------|------------------------------|
| Community Development<br>Department | R.D.A. Successor Agency<br>Division | 193-946-00<br>Account Number |
|-------------------------------------|-------------------------------------|------------------------------|

| <u>Activity Type</u>                    | <u>Potential Vendor</u>          | <u>Amount</u> |
|---|----------------------------------|---------------|
| #1: Administration                      | DHA Consulting                   | 20,000        |
| #2: Legal consulting (Successor Agency) | Wallin, Kress, Reisman & Kranitz | 7,000         |
| #3: Legal consulting (Oversight Board)  | Colantuono & Highsmith, PC       | 2,000         |
| #4: Finance and Accounting              | Finance                          | 25,000        |
| #5:                                     |                                  |               |
| #6:                                     |                                  |               |
| #7:                                     |                                  |               |
| #8:                                     |                                  |               |
| #9:                                     |                                  |               |
| #10:                                    |                                  |               |
| #11:                                    |                                  |               |
| #12:                                    |                                  |               |
| #13:                                    |                                  |               |
| #14:                                    |                                  |               |
| #15:                                    |                                  |               |
| #16:                                    |                                  |               |
| #17:                                    |                                  |               |
| #18:                                    |                                  |               |
| #19:                                    |                                  |               |
| #20:                                    |                                  |               |
| <b>TOTAL</b>                            |                                  | <b>54,000</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Zoning Ordinance and General Plan Updates PROJECT #: 8-09-14  
 DEPT. Community Dev. - Planning PREPARED BY: Mark Gallatin

| CHANGES FROM PRIOR YEAR CIP:                       |   | QUICK REFERENCE INFORMATION |                      |
|--|---|-----------------------------|----------------------|
| <b>Status</b>                                      | <b>Timetable</b>                            | Project Start Date          | Associated Projects  |
| New Project <input type="checkbox"/>               | No Change <input type="checkbox"/>          | <input type="text"/>        | <input type="text"/> |
| No Change <input type="checkbox"/>                 | Advanced <input type="checkbox"/>           | Est. Completion Date        | <input type="text"/> |
| Funding Change <input checked="" type="checkbox"/> | Delayed <input checked="" type="checkbox"/> | <input type="text"/>        | <input type="text"/> |

### DESCRIPTION

This project will update the City's Zoning Ordinance, related development regulations and General Plan. The Zoning Code is significantly outdated and in need of update. The General Plan was adopted in 2004 and should be updated every ten years to address changes in the City's policies and state law. New state requirements for a Greenhouse Gas Analysis and Climate Action chapter and consideration of Complete Streets will require substantially more work than the previous update for *Ingredients for Success*.

Staff estimates that a comprehensive update of the development code would cost \$600,000 and a general plan update \$900,000, including the associated environmental review required. For over ten years, a surcharge has been collected on each building permit for the express purpose of updating the City's general plan and development code (Account No. 122-800-15-96-763). This fund presently stands at approximately \$675,000. By allocating for the full costs of both updates, the City Council can prioritize which to do first and establish a phased schedule for achieving them.

Beginning in the 2015-16 fiscal year, funding for this this project has been split and refunded into two new CIP items, Zoning Code Update (CD-8-15-03) and General Plan Update (CD-8-15-04).

### EXPENDITURE PLAN

|                     | Prior Years    | 2014-15 | 2015-16        | 2016-17        | 2017-18        | 2018-19        | TOTAL            |
|---------------------|----------------|---------|----------------|----------------|----------------|----------------|------------------|
| Zoning Ordinance    | 475,000        |         |                |                |                |                | 475,000          |
| General Plan Update | 200,000        |         | 100,000        | 275,000        | 250,000        | 200,000        | 1,025,000        |
| (Other)             |                |         |                |                |                |                |                  |
| <b>TOTAL</b>        | <b>675,000</b> |         | <b>100,000</b> | <b>275,000</b> | <b>250,000</b> | <b>200,000</b> | <b>1,500,000</b> |

### RECOMMENDED FUNDING SOURCES

|                 |   |                |                |                |                |                |  |                  |
|-----------------|---|----------------|----------------|----------------|----------------|----------------|--|------------------|
| 15 General Fund | ▼ | 675,000        |                |                |                |                |  | 675,000          |
|                 | ▼ |                |                |                |                |                |  |                  |
|                 | ▼ |                |                |                |                |                |  |                  |
|                 | ▼ |                |                |                |                |                |  |                  |
|                 | ▼ |                |                |                |                |                |  |                  |
| UNFUNDED        |   |                | 100,000        | 275,000        | 250,000        | 200,000        |  | 825,000          |
| (Other #1)      |   |                |                |                |                |                |  |                  |
| (Other #2)      |   |                |                |                |                |                |  |                  |
| <b>Total</b>    |   | <b>675,000</b> | <b>100,000</b> | <b>275,000</b> | <b>250,000</b> | <b>200,000</b> |  | <b>1,500,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ - Operating: \$ \_\_\_\_\_ - Total: \$ \_\_\_\_\_ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Fairview Avenue Commercial District Improvements PROJECT #: 8-09-15

DEPT. Community Dev. - Planning PREPARED BY: Monika Koos

| CHANGES FROM PRIOR YEAR CIP:                  |   |                           |                            | QUICK REFERENCE INFORMATION |  |  |  |
|---|---|---------------------------|----------------------------|-----------------------------|--|--|--|
| <b>Status</b>                                 | <b>Timetable</b>                            | <b>Project Start Date</b> | <b>Associated Projects</b> |                             |  |  |  |
| New Project <input type="checkbox"/>          | No Change <input type="checkbox"/>          | <u>2009</u>               |                            |                             |  |  |  |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>           | Est. Completion Date      |                            |                             |  |  |  |
| Funding Change <input type="checkbox"/>       | Delayed <input checked="" type="checkbox"/> | <u>2015</u>               |                            |                             |  |  |  |

### DESCRIPTION

This project will provide partial funding for at least five façade improvement projects on Fairview Avenue as the implementation of the Council-adopted Fairview Design Strategy. These projects will enhance the quality of the pedestrian environment and help to create a more vibrant commercial area. Some of the construction costs will be funded by business or property owners.

In FY2011-12, the City Architect developed design alternatives that were reviewed with the community. A market feasibility report was prepared on the business types requested by the neighborhood and the likely impact of creating live/work zoning for the Fairview Commercial District. The funded budget for construction was reduced from \$100,000 to \$68,405 to cover those consultant costs.

Before the end of FY2013-14, the program will be organized, marketed, and implemented. The program will continue over two fiscal years. If the unfunded portion is funded, additional businesses can be helped.

This project was previously delayed due to lack of funding.

Account #: 122-800-15-96-518

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design | 56,595             |                |                |                |                |                | 56,595         |
| Construction    | 68,405             |                |                | 125,000        |                |                | 193,405        |
| (Other)         |                    |                |                |                |                |                |                |
| <b>TOTAL</b>    | <b>125,000</b>     |                |                | <b>125,000</b> |                |                | <b>250,000</b> |

### RECOMMENDED FUNDING SOURCES

|                   |                |  |  |                |  |  |                |
|-------------------|----------------|--|--|----------------|--|--|----------------|
| 15 General Fund ▼ | 125,000        |  |  |                |  |  | 125,000        |
| ▼                 |                |  |  |                |  |  |                |
| ▼                 |                |  |  |                |  |  |                |
| ▼                 |                |  |  |                |  |  |                |
| UNFUNDED          |                |  |  | 125,000        |  |  | 125,000        |
| (Other #1)        |                |  |  |                |  |  |                |
| (Other #2)        |                |  |  |                |  |  |                |
| <b>Total</b>      | <b>125,000</b> |  |  | <b>125,000</b> |  |  | <b>250,000</b> |

### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ - Operating: \$ \_\_\_\_\_ - Total: \$ \_\_\_\_\_ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Citywide Pedestrian and Vehicular Wayfinding PROJECT #: 8-09-20  
 DEPT. Community Dev. - Economic Dev. PREPARED BY: Mark Galatin

| CHANGES FROM PRIOR YEAR CIP:                  |   | QUICK REFERENCE INFORMATION |  |  |  |
|---|---|-----------------------------|--|--|--|
| <b>Status</b>                                 | <b>Timetable</b>                            | Project Start Date          | Associated Projects  |  |  |
| New Project <input type="checkbox"/>          | No Change <input type="checkbox"/>          | <u>TBD</u>                  | <table border="1" style="width: 100%; height: 20px;"><tr><td> </td><td> </td></tr></table> |  |  |
|   |   |                             |  |  |  |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>           | Est. Completion Date        | <table border="1" style="width: 100%; height: 20px;"><tr><td> </td><td> </td></tr></table> |  |  |
|   |   |                             |  |  |  |
| Funding Change <input type="checkbox"/>       | Delayed <input checked="" type="checkbox"/> | <u>TBD</u>                  | <table border="1" style="width: 100%; height: 20px;"><tr><td> </td><td> </td></tr></table> |  |  |
|   |   |                             |  |  |  |

### DESCRIPTION

This project will install new pedestrian and automobile wayfinding signs throughout the City to improve access and visibility for key City attractions and facilities, improve vehicular circulation, parking availability and pedestrian access. The wayfinding program will reinforce the values of the City's general plan, particularly with respect to the history of San Gabriel and reinforce a common imagery for the City in its visual aids.

Staff will include wayfinding elements in other relevant CIP projects in order whenever possible, using the funds from that particular project.

Project is delayed due to lack of funding.

No accounting has been assigned to this project.

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Planning Design | _____              | _____          | _____          | _____          | _____          | _____          | _____          |
| Construction    | _____              | _____          | _____          | _____          | 500,000        | _____          | 500,000        |
| (Other)         | _____              | _____          | _____          | _____          | _____          | _____          | _____          |
| <b>TOTAL</b>    | _____              | _____          | _____          | _____          | <b>500,000</b> | _____          | <b>500,000</b> |

### RECOMMENDED FUNDING SOURCES

|                          |       |       |       |       |                |       |                |
|--------------------------|-------|-------|-------|-------|----------------|-------|----------------|
| <input type="checkbox"/> | _____ | _____ | _____ | _____ | _____          | _____ | _____          |
| <input type="checkbox"/> | _____ | _____ | _____ | _____ | _____          | _____ | _____          |
| <input type="checkbox"/> | _____ | _____ | _____ | _____ | _____          | _____ | _____          |
| <input type="checkbox"/> | _____ | _____ | _____ | _____ | _____          | _____ | _____          |
| <input type="checkbox"/> | _____ | _____ | _____ | _____ | _____          | _____ | _____          |
| UNFUNDED                 | _____ | _____ | _____ | _____ | 500,000        | _____ | 500,000        |
| (Other #1)               | _____ | _____ | _____ | _____ | _____          | _____ | _____          |
| (Other #2)               | _____ | _____ | _____ | _____ | _____          | _____ | _____          |
| <b>Total</b>             | _____ | _____ | _____ | _____ | <b>500,000</b> | _____ | <b>500,000</b> |

**IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:**

Salaries and Benefits: \$ \_\_\_\_\_ - Operating: \$ \_\_\_\_\_ - Total: \$ \_\_\_\_\_ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

**PROJECT TITLE:** Geographic Information System **PROJECT #:** 8-11-44  
**DEPT.:** Community Dev. - Planning **PREPARED BY:** Mark Gallatin

| CHANGES FROM PRIOR YEAR CIP:                  |   | QUICK REFERENCE INFORMATION |  |  |  |
|---|---|-----------------------------|--|--|--|
| <b>Status</b>                                 | <b>Timetable</b>                            | Project Start Date          | Associated Projects  |  |  |
| New Project <input type="checkbox"/>          | No Change <input type="checkbox"/>          | <u>2012-13</u>              | <table border="1" style="width: 100%; height: 20px;"><tr><td> </td><td> </td></tr></table> |  |  |
|   |   |                             |  |  |  |
| No Change <input checked="" type="checkbox"/> | Advanced <input type="checkbox"/>           | Est. Completion Date        | <table border="1" style="width: 100%; height: 20px;"><tr><td> </td><td> </td></tr></table> |  |  |
|   |   |                             |  |  |  |
| Funding Change <input type="checkbox"/>       | Delayed <input checked="" type="checkbox"/> | <u>Ongoing</u>              | <table border="1" style="width: 100%; height: 20px;"><tr><td> </td><td> </td></tr></table> |  |  |
|   |   |                             |  |  |  |

### DESCRIPTION

This project will develop and implement a comprehensive geographic information system that integrates existing and new data layers such as real property information, development permits, transportation and utility infrastructure, and orthophotography. The GIS will provide access to accurate land-based information to support development services, economic development, public safety, strategic planning, and public infrastructure development and maintenance. With each passing year, the importance of having a GIS system increases, as the City has to respond to increasing mandates such as the new MS4 storm water permit and the sewer waste discharge tracking requirements. For our public safety departments, GIS can improve their ability to identify trends, manage infrastructure (such as fire hydrants) and respond to and manage disasters. This information management and decision-making tool will improve internal efficiency and provide a higher level of service to citizens, businesses and the development community.

The project will require a technical needs assessment, system architecture design, purchase of GIS servers and new plotter, database development, staff training and deployment. Higher amount of funding is needed in first years to implement system. The GIS will require ongoing operations funding for technical support, software licensing fees, periodic software and base map updates. It is anticipated that initially the GIS will be operated and maintained by current staff and interns; however, in order to fully utilize the capabilities of the system, a dedicated GIS Coordinator position should be considered in the future.

This project is delayed due to lack of funding.

No accounting has been assigned to this project.

### EXPENDITURE PLAN

|                               | Prior Years | 2014-15        | 2015-16        | 2016-17        | 2017-18       | 2018-19 | TOTAL          |
|-------------------------------|-------------|----------------|----------------|----------------|---------------|---------|----------------|
| Planning Design               | _____       | _____          | _____          | _____          | _____         | _____   | _____          |
| Construction                  | _____       | _____          | _____          | _____          | _____         | _____   | _____          |
| Software, Hardware<br>(Other) | _____       | 250,000        | 100,000        | 100,000        | 80,000        | _____   | 530,000        |
| <b>TOTAL</b>                  | _____       | <b>250,000</b> | <b>100,000</b> | <b>100,000</b> | <b>80,000</b> | _____   | <b>530,000</b> |

### RECOMMENDED FUNDING SOURCES

|                 |       |                |                |                |               |       |                |
|-----------------|-------|----------------|----------------|----------------|---------------|-------|----------------|
|                 | _____ | _____          | _____          | _____          | _____         | _____ | _____          |
|                 | _____ | _____          | _____          | _____          | _____         | _____ | _____          |
|                 | _____ | _____          | _____          | _____          | _____         | _____ | _____          |
|                 | _____ | _____          | _____          | _____          | _____         | _____ | _____          |
|                 | _____ | _____          | _____          | _____          | _____         | _____ | _____          |
| <b>UNFUNDED</b> | _____ | 250,000        | 100,000        | 100,000        | 80,000        | _____ | 530,000        |
| (Other #1)      | _____ | _____          | _____          | _____          | _____         | _____ | _____          |
| (Other #2)      | _____ | _____          | _____          | _____          | _____         | _____ | _____          |
| <b>total</b>    | _____ | <b>250,000</b> | <b>100,000</b> | <b>100,000</b> | <b>80,000</b> | _____ | <b>530,000</b> |

**IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:**

|                        |                  |            |                  |        |                  |
|------------------------|------------------|------------|------------------|--------|------------------|
| Salaries and Benefits: | \$ <u>75,000</u> | Operating: | \$ <u>20,000</u> | Total: | \$ <u>95,000</u> |
|------------------------|------------------|------------|------------------|--------|------------------|

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Comprehensive Citywide Parking Study PROJECT #: 8-15-02

DEPT. Community Dev. - Planning PREPARED BY: Mark Gallatin

| CHANGES FROM PRIOR YEAR CIP: | QUICK REFERENCE INFORMATION |
|------------------------------|-----------------------------|
|------------------------------|-----------------------------|

| Status  | Timetable                          | Project Start Date   | Associated Projects |
|---|------------------------------------|----------------------|---------------------|
| New Project <input checked="" type="checkbox"/> | No Change <input type="checkbox"/> | <u>09/01/15</u>      |                     |
| No Change <input type="checkbox"/>              | Advanced <input type="checkbox"/>  | Est. Completion Date |                     |
| Funding Change <input type="checkbox"/>         | Delayed <input type="checkbox"/>   | <u>03/01/16</u>      |                     |

### DESCRIPTION

In the recently adopted Strategic Plan, the City Council has ranked a comprehensive citywide parking study as one of its top priorities. It is anticipated that such a study would include parking counts and utilization studies, parking duration studies (to help determine time limits and pricing structures), public participation (workshops, walkabouts, study sessions with Council and committees), identification of potential public parking structure sites, financial analysis of pricing and enforcement activity, organizational analysis (who should do what), writing ordinance revisions, and preparing a plan. Based on initial consultations with recognized parking experts in the Los Angeles region, staff is requesting that \$200,000 be allocated to fund the study and develop a citywide parking strategy.

### EXPENDITURE PLAN

|                               | Prior Years | 2014-15 | 2015-16        | 2016-17 | 2017-18 | 2018-19 | TOTAL          |
|-------------------------------|-------------|---------|----------------|---------|---------|---------|----------------|
| Procure and retain consultant |             |         | 200,000        |         |         |         | 200,000        |
| (Other)                       |             |         |                |         |         |         |                |
| <b>TOTAL</b>                  |             |         | <b>200,000</b> |         |         |         | <b>200,000</b> |

### RECOMMENDED FUNDING SOURCES

|              |  |  |                |  |  |  |                |
|--------------|--|--|----------------|--|--|--|----------------|
| ▼            |  |  |                |  |  |  |                |
| ▼            |  |  |                |  |  |  |                |
| ▼            |  |  |                |  |  |  |                |
| ▼            |  |  |                |  |  |  |                |
| ▼            |  |  |                |  |  |  |                |
| UNFUNDED     |  |  | 200,000        |  |  |  | 200,000        |
| (Other #1)   |  |  |                |  |  |  |                |
| (Other #2)   |  |  |                |  |  |  |                |
| <b>Total</b> |  |  | <b>200,000</b> |  |  |  | <b>200,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ - Operating: \$ \_\_\_\_\_ - Total: \$ \_\_\_\_\_ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Zoning Ordinance Update PROJECT #: 8-15-03

DEPT. Community Dev. - Planning PREPARED BY: Mark Gallatin

| CHANGES FROM PRIOR YEAR CIP: |                                     |                  |                          | QUICK REFERENCE INFORMATION |                      |                      |                      |
|------------------------------|-------------------------------------|------------------|--------------------------|-----------------------------|----------------------|----------------------|----------------------|
| <b>Status</b>                |                                     | <b>Timetable</b> |                          | Project Start Date          | Associated Projects  |                      |                      |
| New Project                  | <input checked="" type="checkbox"/> | No Change        | <input type="checkbox"/> | <input type="text"/>        | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| No Change                    | <input type="checkbox"/>            | Advanced         | <input type="checkbox"/> | Est. Completion Date        | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Funding Change               | <input type="checkbox"/>            | Delayed          | <input type="checkbox"/> | <input type="text"/>        | <input type="text"/> | <input type="text"/> | <input type="text"/> |

### DESCRIPTION

This project will update the City's Zoning Ordinance and related development regulations. The Zoning Code is significantly outdated and in need of update. Staff estimates that a comprehensive update of the development code would cost \$600,000 including the associated environmental review required. For over ten years, a surcharge has been collected on each building permit for the express purpose of updating the City's general plan and development code (Account No. 122-800-15-96-763). This fund presently stands at approximately \$675,000.

### EXPENDITURE PLAN

|                  | Prior Years    | 2014-15 | 2015-16        | 2016-17 | 2017-18 | 2018-19 | TOTAL          |
|------------------|----------------|---------|----------------|---------|---------|---------|----------------|
| Zoning Ordinance | 475,000        |         | 125,000        |         |         |         | 600,000        |
| (Other)          |                |         |                |         |         |         |                |
| <b>TOTAL</b>     | <b>475,000</b> |         | <b>125,000</b> |         |         |         | <b>600,000</b> |

### RECOMMENDED FUNDING SOURCES

|                 |                |  |                |  |  |  |                |
|-----------------|----------------|--|----------------|--|--|--|----------------|
| 15 General Fund | 475,000        |  |                |  |  |  | 475,000        |
|                 |                |  |                |  |  |  |                |
|                 |                |  |                |  |  |  |                |
|                 |                |  |                |  |  |  |                |
|                 |                |  |                |  |  |  |                |
| UNFUNDED        |                |  | 125,000        |  |  |  | 125,000        |
| (Other #1)      |                |  |                |  |  |  |                |
| (Other #2)      |                |  |                |  |  |  |                |
| <b>Total</b>    | <b>475,000</b> |  | <b>125,000</b> |  |  |  | <b>600,000</b> |

### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ - Operating: \$ - Total: \$ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: General Plan Update PROJECT #: 8-15-04

DEPT. Community Dev. - Planning PREPARED BY: Mark Gallatin

| CHANGES FROM PRIOR YEAR CIP:                    |                                    |                           |                            | QUICK REFERENCE INFORMATION |  |  |  |
|---|------------------------------------|---------------------------|----------------------------|-----------------------------|--|--|--|
| <b>Status</b>                                   | <b>Timetable</b>                   | <b>Project Start Date</b> | <b>Associated Projects</b> |                             |  |  |  |
| New Project <input checked="" type="checkbox"/> | No Change <input type="checkbox"/> | <input type="text"/>      | <input type="text"/>       |                             |  |  |  |
| No Change <input type="checkbox"/>              | Advanced <input type="checkbox"/>  | Est. Completion Date      | <input type="text"/>       |                             |  |  |  |
| Funding Change <input type="checkbox"/>         | Delayed <input type="checkbox"/>   | <input type="text"/>      | <input type="text"/>       |                             |  |  |  |

### DESCRIPTION

This project will update the City's General Plan. The General Plan was adopted in 2004 and should be updated every ten years to address changes in the City's policies and state law. New state requirements for a Greenhouse Gas Analysis and Climate Action chapter and consideration of Complete Streets will require substantially more work than the previous update for *Ingredients for Success*.

Staff estimates that a comprehensive update of the general plan would cost \$900,000, including the associated environmental review required. For over ten years, a surcharge has been collected on each building permit for the express purpose of updating the City's general plan and development code (Account No. 122-800-15-96-763). This fund presently stands at approximately \$675,000.

### EXPENDITURE PLAN

|                     | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>   |
|---------------------|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| General Plan Update | 200,000            |                | 100,000        | 200,000        | 200,000        | 200,000        | 900,000        |
| (Other)             |                    |                |                |                |                |                |                |
| <b>TOTAL</b>        | <b>200,000</b>     |                | <b>100,000</b> | <b>200,000</b> | <b>200,000</b> | <b>200,000</b> | <b>900,000</b> |

### RECOMMENDED FUNDING SOURCES

|                   |                |  |                |                |                |                |                |
|-------------------|----------------|--|----------------|----------------|----------------|----------------|----------------|
| 15 General Fund ▼ | 200,000        |  |                |                |                |                | 200,000        |
| ▼                 |                |  |                |                |                |                |                |
| ▼                 |                |  |                |                |                |                |                |
| ▼                 |                |  |                |                |                |                |                |
| ▼                 |                |  |                |                |                |                |                |
| UNFUNDED          |                |  | 100,000        | 200,000        | 200,000        | 200,000        | 700,000        |
| (Other #1)        |                |  |                |                |                |                |                |
| (Other #2)        |                |  |                |                |                |                |                |
| <b>Total</b>      | <b>200,000</b> |  | <b>100,000</b> | <b>200,000</b> | <b>200,000</b> | <b>200,000</b> | <b>900,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ - Operating: \$ \_\_\_\_\_ - Total: \$ \_\_\_\_\_ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Land Management System PROJECT #: 8-15-05  
 DEPT. Community Dev. - Admin. PREPARED BY: Armine Chaparyan

| CHANGES FROM PRIOR YEAR CIP:                    |                                    |  |  | QUICK REFERENCE INFORMATION |                      |                      |
|---|------------------------------------|--|--|-----------------------------|----------------------|----------------------|
| <b>Status</b>                                   | <b>Timetable</b>                   |  |  | Project Start Date          | Associated Projects  |                      |
| New Project <input checked="" type="checkbox"/> | No Change <input type="checkbox"/> |  |  | <input type="text"/>        | <input type="text"/> | <input type="text"/> |
| No Change <input type="checkbox"/>              | Advanced <input type="checkbox"/>  |  |  | Est. Completion Date        | <input type="text"/> | <input type="text"/> |
| Funding Change <input type="checkbox"/>         | Delayed <input type="checkbox"/>   |  |  | <input type="text"/>        | <input type="text"/> | <input type="text"/> |

### DESCRIPTION

The Community Development Department has been working with Client First Technology Consulting to release a Request For Proposal (RFP) for a comprehensive Land Management System. The purpose of the RFP is to solicit proposals from qualified vendors demonstrating their capability in developing a program that can provide easy to use parcel-specific information for staff and create a mechanism for tracking all submittals to the City.

The Community Development Department is requesting \$150,000 for FY2015-16 to pay for this system and anticipates submitting a budget request for \$100,000 for FY2016-17, \$25,000 in FY2017-18, and \$25,000 in 2018-19 to finalize implementation.

### EXPENDITURE PLAN

|                     | Prior Years | 2014-15 | 2015-16        | 2016-17        | 2017-18       | 2018-19       | TOTAL          |
|---------------------|-------------|---------|----------------|----------------|---------------|---------------|----------------|
| System Acquisition  |             |         | 50,000         |                |               |               | 50,000         |
| Program Development |             |         | 100,000        | 100,000        | 25,000        | 25,000        | 250,000        |
| (Other)             |             |         |                |                |               |               |                |
| <b>TOTAL</b>        |             |         | <b>150,000</b> | <b>100,000</b> | <b>25,000</b> | <b>25,000</b> | <b>300,000</b> |

### RECOMMENDED FUNDING SOURCES

|                   |  |  |                |                |               |               |                |
|-------------------|--|--|----------------|----------------|---------------|---------------|----------------|
| 15 General Fund ▼ |  |  | 150,000        | 100,000        | 25,000        | 25,000        | 300,000        |
| ▼                 |  |  |                |                |               |               |                |
| ▼                 |  |  |                |                |               |               |                |
| ▼                 |  |  |                |                |               |               |                |
| ▼                 |  |  |                |                |               |               |                |
| UNFUNDED          |  |  |                |                |               |               |                |
| (Other #1)        |  |  |                |                |               |               |                |
| (Other #2)        |  |  |                |                |               |               |                |
| <b>Total</b>      |  |  | <b>150,000</b> | <b>100,000</b> | <b>25,000</b> | <b>25,000</b> | <b>300,000</b> |

### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ Operating: \$ \_\_\_\_\_ Total: \$ \_\_\_\_\_ -

## DEPARTMENT DIVISION DESCRIPTIONS

### Community Services

The Community Services Department's mission is to enrich the lives of every person in San Gabriel through exceptional programs and services, inviting spaces and community connection. Among other areas, the Department provides programs including recreational, special events, aquatics, and an arts and leisure magazine; services such as transportation, facility rentals, and passports; and park planning. In FY 2015-16, the department will continue development of the new organizational structure, begin implementation of the department strategic plan, and implement park planning strategies including a park master plan and updated impact fee program.

### Administration

The Community Services Department enriches the lives of our residents through exceptional programs and services, inviting spaces and community connection. The Administration division includes budget for all full-time and some part-time personnel who carry out the mission of the department. In FY 2015-16, the department will continue development of the new organizational structure.

### Aquatics

The Community Services Department aims to provide exceptional programs and services. The Department operates Smith Park Pool and offers a variety of aquatics programs, including: swim lessons, recreational swim, lap swim, water fitness classes and year-round swim team. In FY 2015-16, the Department will continue to provide high quality and expanded aquatics programs for the community.

### Facilities

The Community Services Department provides inviting spaces to promote community connection. The Department oversees the operation of two facilities—the Community Recreation Center and the Adult Recreation Center, which is home to Grapevine Park. The facilities are used for recreation classes, department programs, community meetings and special events such as weddings and receptions. In FY 2015-16, the Department will implement enhanced marketing of the Adult Recreation Center and continue to provide well-maintained facilities and the highest level of service to our customers.

### **Recreation**

The Community Services Department aims to enrich the lives of San Gabriel residents and promote community connection through exceptional programs and services. The Recreation division provides youth programs, older adult programs, community engagement events, various services and The Guide publication. In FY 2015-16, the Department will begin implementation of its strategic plan; continue the rebranding effort; provide expanded programs for youth and older adults; collaborate with community organizations to provide expanded opportunities; and enhance community connection through added special events.

### **Special Activities**

The Community Services Department promotes community connection and provides exceptional programs. The Special Activities accounts are for revenue-neutral programs including day camp, older adult trips, recreation classes and more. In FY 2015-16, the Department will provide expanded recreation class opportunities and enhanced programs for youth and older adults.

### **Local Transit Development**

In an effort to provide high quality programs and services for our residents, the Community Services Department offers older adult and youth trips, recreational transit service, transportation services including Dial-A-Ride and Metro reduced-fare monthly passes for seniors and the disabled. In FY 2015-16, the Department will provide expanded travel opportunities while continuing to provide a high level of service for our customers.

### **Youth Program**

The Community Services Department offers free after school programs and summer programs that are subsidized by the Community Development Block Grant Youth Program funds. This budget partially funds programs at McKinley Elementary, Smith Park, and Vincent Lugo Park. In FY 2015-16, the Department will continue to provide high quality youth programs for our community.

### **After School Program**

The Community Services Department provides free after school programs and summer programs that are subsidized by the Community Development Block Grant After-School Program funds. This budget partially funds programs at the Roosevelt Elementary and Jefferson Middle School. In FY 2014-15, the Department will provide enhanced after school and summer programs for our community.

# Community Services

## DEPARTMENT PERFORMANCE MEASUREMENT

| <u>Unit of Measure</u>   | <u>Actual<br/>2013-14</u> | <u>Estimated<br/>2014-15</u> | <u>Notes</u>                           |
|--|---------------------------|------------------------------|--|
| Youth Program Participants   | *                         | 12,556                       | After school/summer programs           |
| Older Adult Program Participants   | *                         | 19,898                       | Nutrition, Dial A Ride, clubs, etc.    |
| Recreation Class/Trip Participants   | 3,063                     | 4,164                        | Registered participants                |
| Passports Processed  | 506                       | 534                          |  |
| Number of Events   | 6                         | 14                           | Recreation/comm. engagement events     |
| Number of Volunteers   | *                         | 163                          | Senior/youth special events volunteers |
| <b><u>Key Performance Indicators</u></b>                                       |                           |                              |  |
| Events offered to promote community engagement**                               | 6                         | 14                           |  |
| Revenue generated by Community Services Department                             | \$333,000                 | \$335,000                    |  |
| New recreation programs offered  | *                         | 13                           |  |
| Number of facility reservations  | 730                       | 803                          |  |
| <b><u>Outcomes Measurement</u></b>   |                           |                              |  |
| Park, open space and community facility projects developed or improved         | 1                         | 1                            |  |
| Improved quality of life through arts, culture and community engagement events |                           |                              |  |
| Enhanced programs through increased connectivity with community organizations  |                           |                              |  |

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
850 COMMUNITY SERVICES  
12 ADMINISTRATION

|        |                        | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|------------------------|---|---|
| 11-000 | Full Time Employees    | 344,278                                 | 415,378                                 |
| 12-000 | Limited Time Employees | 28,727                                  | 29,892                                  |
| 13-000 | Overtime Employees     | 0                                       | 0                                       |
| 19-001 | Health Insurance       | 85,646                                  | 91,262                                  |
| 19-002 | Retirement             | 67,292                                  | 97,607                                  |
| 19-004 | Medicare               | 4,924                                   | 6,456                                   |
|        | Salaries and Benefits  | 530,867                                 | 640,595                                 |
| 21-000 | Special Departmental   | 0                                       | 0                                       |
| 22-000 | Contractual            | 0                                       | 0                                       |
| 40-003 | Electricity            | 0                                       | 0                                       |
| 40-004 | Gas                    | 0                                       | 0                                       |
| 40-010 | Cellular Services      | 0                                       | 0                                       |
|        | Operating              | 0                                       | 0                                       |
| 91-000 | Budget Savings         | 0                                       | 0                                       |
|        | ADMINISTRATION         | <u>530,867</u>                          | <u>640,595</u>                          |

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #1**

|                                  |                            |                              |
|----------------------------------|----------------------------|------------------------------|
| Community Services<br>Department | Administration<br>Division | 121-850-12<br>Account Number |
|----------------------------------|----------------------------|------------------------------|

| <b>Activity Type (Check One)</b><br><input checked="" type="checkbox"/> Personnel<br><input type="checkbox"/> Operating<br><input type="checkbox"/> Special Projects<br><input type="checkbox"/> Capital Outlay | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;">Funding Source (Check One)</th> <th style="text-align:right; border-bottom: 1px solid black;">Funding Amount</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> General Fund</td> <td style="text-align:right;">39,550</td> </tr> <tr> <td><input type="checkbox"/> Mission Playhouse Imp. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Parks and Rec Facility Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "A"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "C"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Redevelopment</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> AQMD Trust Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Asset Forfeiture Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> State Sup. Law Enforce. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Gas Tax</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Waste Management Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Increased Fees (Please Specify)<br/>_____</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Other (Please Specify)<br/>_____</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><b>Total Program Cost</b></td> <td style="text-align:right; border-top: 1px solid black; border-bottom: 3px double black;"><b>39,550</b></td> </tr> </tbody> </table> | Funding Source (Check One) | Funding Amount | <input checked="" type="checkbox"/> General Fund | 39,550 | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify)<br>_____ | _____ | <input type="checkbox"/> Other (Please Specify)<br>_____ | _____ | <b>Total Program Cost</b> | <b>39,550</b> |
|---|---|----------------------------|----------------|--|--------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|---|-------|--|-------|---------------------------|---------------|
| Funding Source (Check One)  | Funding Amount  |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <input checked="" type="checkbox"/> General Fund  | 39,550  |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <input type="checkbox"/> Mission Playhouse Imp. Fund  | _____   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <input type="checkbox"/> Parks and Rec Facility Fund  | _____   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <input type="checkbox"/> Proposition "A"  | _____   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <input type="checkbox"/> Proposition "C"  | _____   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <input type="checkbox"/> Redevelopment  | _____   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <input type="checkbox"/> AQMD Trust Fund  | _____   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <input type="checkbox"/> Asset Forfeiture Fund  | _____   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <input type="checkbox"/> State Sup. Law Enforce. Fund   | _____   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <input type="checkbox"/> Gas Tax  | _____   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <input type="checkbox"/> Waste Management Fund  | _____   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <input type="checkbox"/> Increased Fees (Please Specify)<br>_____   | _____   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <input type="checkbox"/> Other (Please Specify)<br>_____  | _____   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <b>Total Program Cost</b>   | <b>39,550</b>   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <b>Program or Item Description:</b><br>Increase/changes to funding to<br>Administration account<br>121-850-12-11-000  |   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |

**Justification**

The Administration cost center (121-850-12-11-000) includes salaries for all full-time and some part-time employees. Based on the program responsibilities relating to recreation transit, senior Dial-A-Ride, Metro bus pass sales or CDBG programs, several positions are subsidized by Prop A, Prop C and/or CDBG. Due to program changes and a re-evaluation of staff funding allocations, this proposes a decreased allocation from the Prop A and Prop C funds which results in an increase to the general fund of \$39,550 to cover these staff salaries.

**CITY OF SAN GABRIEL**  
**2015-16 Additional Budget Request**  
(Please complete one form for each item)

**Request Number #2**

|                                  |                            |                              |
|----------------------------------|----------------------------|------------------------------|
| Community Services<br>Department | Administration<br>Division | 122-850-12<br>Account Number |
|----------------------------------|----------------------------|------------------------------|

| <u>Activity Type (Check One)</u>                     | <u>Funding Source (Check One)</u>                          | <u>Funding Amount</u> |
|--|--|-----------------------|
| <input type="checkbox"/> Personnel                   | <input type="checkbox"/> General Fund                      | _____                 |
| <input type="checkbox"/> Operating                   | <input type="checkbox"/> Mission Playhouse Imp. Fund       | _____                 |
| <input checked="" type="checkbox"/> Special Projects | <input type="checkbox"/> Parks and Rec Facility Fund       | _____                 |
| <input type="checkbox"/> Capital Outlay              | <input type="checkbox"/> Proposition "A"                   | _____                 |
|  | <input type="checkbox"/> Proposition "C"                   | _____                 |
|  | <input type="checkbox"/> Redevelopment                     | _____                 |
|  | <input type="checkbox"/> AQMD Trust Fund                   | _____                 |
|  | <input type="checkbox"/> Asset Forfeiture Fund             | _____                 |
|  | <input type="checkbox"/> State Sup. Law Enforce. Fund      | _____                 |
|  | <input type="checkbox"/> Gas Tax                           | _____                 |
|  | <input type="checkbox"/> Waste Management Fund             | _____                 |
|  | <input type="checkbox"/> Increased Fees (Please Specify)   | _____                 |
|  | <input checked="" type="checkbox"/> Other (Please Specify) | 150,000               |
|  | <u>Open Space Dev. Impact Fees</u>                         |                       |
|  | <b>Total Program Cost</b>                                  | <b>150,000</b>        |

**Program or Item Description:**  
Development of Parks and Open Space Master Plan

**Justification**

As part of the prioritization of the Strategic Plan Work Program Items for the FY 2015-16 budget, the City Council determined that they would like to see new park space and/or a community garden. Staff has determined that the first step toward developing new open space is to submit an RFP for a firm to complete the Parks and Open Space Master Plan for Council adoption. A master plan is a dynamic, useable document that will guide the rehabilitation and further development of San Gabriel's existing parks and outline opportunities for acquisition and development of new parks and recreational space. Based on recent studies completed by local cities, staff believes that the development of such a plan will cost approximately \$150,000. Open Space Development Impact Fees to be received in FY 2015-16 from account 172-3662 are adequate to cover the plan costs.

**CITY OF SAN GABRIEL**  
**2015-16 Additional Budget Request**  
**(Please complete one form for each item)**

**Request Number #3**

|                                  |                            |                              |
|----------------------------------|----------------------------|------------------------------|
| Community Services<br>Department | Administration<br>Division | 121-850-12<br>Account Number |
|----------------------------------|----------------------------|------------------------------|

| <b>Activity Type (Check One)</b><br><input type="checkbox"/> Personnel<br><input type="checkbox"/> Operating<br><input checked="" type="checkbox"/> Special Projects<br><input type="checkbox"/> Capital Outlay | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;"><b>Funding Source (Check One)</b></th> <th style="text-align:right; border-bottom: 1px solid black;"><b>Funding Amount</b></th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> General Fund</td> <td style="text-align:right;">40,000</td> </tr> <tr> <td><input type="checkbox"/> Mission Playhouse Imp. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Parks and Rec Facility Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "A"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "C"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Redevelopment</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> AQMD Trust Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Asset Forfeiture Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> State Sup. Law Enforce. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Gas Tax</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Waste Management Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Increased Fees (Please Specify)<br/>_____</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Other (Please Specify)<br/>_____</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><b>Total Program Cost</b></td> <td style="text-align:right; border-top: 1px solid black; border-bottom: 3px double black;"><b>40,000</b></td> </tr> </tbody> </table> | <b>Funding Source (Check One)</b> | <b>Funding Amount</b> | <input checked="" type="checkbox"/> General Fund | 40,000 | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify)<br>_____ | _____ | <input type="checkbox"/> Other (Please Specify)<br>_____ | _____ | <b>Total Program Cost</b> | <b>40,000</b> |
|---|---|-----------------------------------|-----------------------|--|--------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|---|-------|--|-------|---------------------------|---------------|
| <b>Funding Source (Check One)</b>   | <b>Funding Amount</b>   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <input checked="" type="checkbox"/> General Fund  | 40,000  |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <input type="checkbox"/> Mission Playhouse Imp. Fund  | _____   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <input type="checkbox"/> Parks and Rec Facility Fund  | _____   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <input type="checkbox"/> Proposition "A"  | _____   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <input type="checkbox"/> Proposition "C"  | _____   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <input type="checkbox"/> Redevelopment  | _____   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <input type="checkbox"/> AQMD Trust Fund  | _____   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <input type="checkbox"/> Asset Forfeiture Fund  | _____   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <input type="checkbox"/> State Sup. Law Enforce. Fund   | _____   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <input type="checkbox"/> Gas Tax  | _____   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <input type="checkbox"/> Waste Management Fund  | _____   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <input type="checkbox"/> Increased Fees (Please Specify)<br>_____   | _____   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <input type="checkbox"/> Other (Please Specify)<br>_____  | _____   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <b>Total Program Cost</b>   | <b>40,000</b>   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |
| <b>Program or Item Description:</b><br>Completion of a Park Impact Fee Nexus Study and In-Lieu Fee Study  |   |                                   |                       |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |   |       |  |       |                           |               |

**Justification**

With the proposed completion of the Parks and Open Space Master Plan, staff proposes to issue an RFP for a Park impact Fee Nexus Study to assess the feasibility of establishing park impact fees as a revenue source for the implementation of the Master Plan. This fee study would examine the existing fees, establish the legal and policy basis for the implementation of new fees (including a look at fees for commercial developments) and review the possibility of in-lieu fees. Completion of such a study is vital as we look to increase impact fees to meet the needs in our existing parks and facilities and expand our open space resources.

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
850 COMMUNITY SERVICES  
06 AQUATICS

|        |                        | 2014-15<br><u>Adopted Budget</u> | 2015-16<br><u>Budget Request</u> |
|--------|------------------------|----------------------------------|----------------------------------|
| 11-000 | Full Time Employees    | 0                                | 0                                |
| 12-000 | Limited Time Employees | 90,238                           | 101,788                          |
| 13-000 | Overtime Employees     | 2,500                            | 2,500                            |
| 19-001 | Health Insurance       | 0                                | 0                                |
| 19-002 | Retirement             | 0                                | 0                                |
| 19-004 | Medicare               | 1,345                            | 1,512                            |
|        | Salaries and Benefits  | 94,083                           | 105,799                          |
| 21-000 | Special Departmental   | 2,500                            | 2,500                            |
| 23-000 | Program                | 4,500                            | 4,500                            |
| 40-003 | Electricity            | 10,000                           | 15,000                           |
| 40-004 | Gas                    | 15,000                           | 10,000                           |
| 40-006 | Water                  | 7,487                            | 10,000                           |
| 40-010 | Cellular Services      | 550                              | 630                              |
| 45-000 | Educational            | 500                              | 400                              |
| 53-000 | Membership and Dues    | 30                               | 30                               |
|        | Operating              | 40,567                           | 43,060                           |
| 91-000 | Budget Savings         | 0                                | 0                                |
|        | AQUATICS               | <u>134,650</u>                   | <u>148,859</u>                   |

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "21") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|                    |          |                |
|--------------------|----------|----------------|
| Community Services | Aquatics | 121-850-06     |
| Department         | Division | Account Number |

| <u>Activity Type</u>                               | <u>Potential Vendor</u>         | <u>Amount</u>              |
|--|---------------------------------|----------------------------|
| #1: <u>Supplies - Janitorial/Light Maintenance</u> | <u>Empire, Mission Hardware</u> | <u>1,000</u>               |
| #2: <u>Expendable Supplies</u>                     | <u>Empire, Office Depot</u>     | <u>1,500</u>               |
| #3: _____  | _____                           | _____                      |
| #4: _____  | _____                           | _____                      |
| #5: _____  | _____                           | _____                      |
| #6: _____  | _____                           | _____                      |
| #7: _____  | _____                           | _____                      |
| #8: _____  | _____                           | _____                      |
| #9: _____  | _____                           | _____                      |
| #10: _____   | _____                           | _____                      |
| #11: _____   | _____                           | _____                      |
| #12: _____   | _____                           | _____                      |
| #13: _____   | _____                           | _____                      |
| #14: _____   | _____                           | _____                      |
| #15: _____   | _____                           | _____                      |
| #16: _____   | _____                           | _____                      |
| #17: _____   | _____                           | _____                      |
| #18: _____   | _____                           | _____                      |
| #19: _____   | _____                           | _____                      |
| #20: _____   | _____                           | _____                      |
| <b>TOTAL</b>                                       |                                 | <b><u><u>2,500</u></u></b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Programs (Account "23") Budget Detail**  
*Payments to persons/agencies for services rendered*

|                                  |                      |                              |
|----------------------------------|----------------------|------------------------------|
| Community Services<br>Department | Aquatics<br>Division | 121-850-06<br>Account Number |
|----------------------------------|----------------------|------------------------------|

| Activity Type                    | Potential Vendor          | Amount              |
|----------------------------------|---------------------------|---------------------|
| #1: <u>Uniforms</u>              | <u>TBD</u>                | <u>1,200</u>        |
| #2: <u>Program Supplies</u>      | <u>TBD</u>                | <u>2,040</u>        |
| #3: <u>Facility Fee</u>          | <u>American Red Cross</u> | <u>360</u>          |
| #4: <u>Public Health License</u> | <u>LA County</u>          | <u>900</u>          |
| #5: _____                        | _____                     | _____               |
| #6: _____                        | _____                     | _____               |
| #7: _____                        | _____                     | _____               |
| #8: _____                        | _____                     | _____               |
| #9: _____                        | _____                     | _____               |
| #10: _____                       | _____                     | _____               |
| #11: _____                       | _____                     | _____               |
| #12: _____                       | _____                     | _____               |
| #13: _____                       | _____                     | _____               |
| #14: _____                       | _____                     | _____               |
| #15: _____                       | _____                     | _____               |
| #16: _____                       | _____                     | _____               |
| #17: _____                       | _____                     | _____               |
| #18: _____                       | _____                     | _____               |
| #19: _____                       | _____                     | _____               |
| #20: _____                       | _____                     | _____               |
| <b>TOTAL</b>                     |                           | <b><u>4,500</u></b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Educational (Account "45") Budget Detail**  
*Staff trainings and development*

|                    |          |                |
|--------------------|----------|----------------|
| Community Services | Aquatics | 121-850-06     |
| Department         | Division | Account Number |

| Member Name        | Organization | Amount     |
|--------------------|--------------|------------|
| #1: Aquatics Staff | TBD          | 400        |
| #2: _____          | _____        | _____      |
| #3: _____          | _____        | _____      |
| #4: _____          | _____        | _____      |
| #5: _____          | _____        | _____      |
| #6: _____          | _____        | _____      |
| #7: _____          | _____        | _____      |
| #8: _____          | _____        | _____      |
| #9: _____          | _____        | _____      |
| #10: _____         | _____        | _____      |
| #11: _____         | _____        | _____      |
| #12: _____         | _____        | _____      |
| #13: _____         | _____        | _____      |
| #14: _____         | _____        | _____      |
| #15: _____         | _____        | _____      |
| #16: _____         | _____        | _____      |
| #17: _____         | _____        | _____      |
| #18: _____         | _____        | _____      |
| #19: _____         | _____        | _____      |
| #20: _____         | _____        | _____      |
| <b>TOTAL</b>       |              | <b>400</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Memberships and Dues (Account "53") Budget Detail**  
*Amounts paid for membership in various organizations*

|                    |          |                |
|--------------------|----------|----------------|
| Community Services | Aquatics | 121-850-06     |
| Department         | Division | Account Number |

| Member Name    | Organization                       | Amount    |
|----------------|------------------------------------|-----------|
| #1: Membership | SCPPOA - Pool Operator Association | 30        |
| #2:            |                                    |           |
| #3:            |                                    |           |
| #4:            |                                    |           |
| #5:            |                                    |           |
| #6:            |                                    |           |
| #7:            |                                    |           |
| #8:            |                                    |           |
| #9:            |                                    |           |
| #10:           |                                    |           |
| #11:           |                                    |           |
| #12:           |                                    |           |
| #13:           |                                    |           |
| #14:           |                                    |           |
| #15:           |                                    |           |
| #16:           |                                    |           |
| #17:           |                                    |           |
| #18:           |                                    |           |
| #19:           |                                    |           |
| #20:           |                                    |           |
| <b>TOTAL</b>   |                                    | <b>30</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #1**

|                    |          |                |
|--------------------|----------|----------------|
| Community Services | Aquatics | 121-850-06     |
| Department         | Division | Account Number |

| <u>Activity Type (Check One)</u>              | <u>Funding Source (Check One)</u>                        | <u>Funding Amount</u> |
|---|--|-----------------------|
| <input type="checkbox"/> Personnel            | <input checked="" type="checkbox"/> General Fund         | -100                  |
| <input checked="" type="checkbox"/> Operating | <input type="checkbox"/> Mission Playhouse Imp. Fund     |                       |
| <input type="checkbox"/> Special Projects     | <input type="checkbox"/> Parks and Rec Facility Fund     |                       |
| <input type="checkbox"/> Capital Outlay       | <input type="checkbox"/> Proposition "A"                 |                       |
|   | <input type="checkbox"/> Proposition "C"                 |                       |
|   | <input type="checkbox"/> Redevelopment                   |                       |
|   | <input type="checkbox"/> AQMD Trust Fund                 |                       |
|   | <input type="checkbox"/> Asset Forfeiture Fund           |                       |
|   | <input type="checkbox"/> State Sup. Law Enforce. Fund    |                       |
|   | <input type="checkbox"/> Gas Tax                         |                       |
|   | <input type="checkbox"/> Waste Management Fund           |                       |
|   | <input type="checkbox"/> Increased Fees (Please Specify) |                       |
|   | <input type="checkbox"/> Other (Please Specify)          |                       |
|   | <b>Total Program Cost</b>                                | <b>-100</b>           |

**Program or Item Description:**  
Reduction to Aquatics Educational Account 121-850-06-45-000

**Justification**  
This proposes to reduce the Aquatics Educational account by \$100.00 and to move funds to Recreation Contractual account (121-850-10-22-000) to help cover increased printing costs for the Recreation GUIDE. The Aquatics Educational account will maintain \$400.00 for lifeguard and aquatic management training.

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
850 COMMUNITY SERVICES  
07 FACILITIES

|        |                        | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|------------------------|---|---|
| 11-000 | Full Time Employees    | 0                                       | 0                                       |
| 12-000 | Limited Time Employees | 70,374                                  | 86,688                                  |
| 13-000 | Overtime Employees     | 0                                       | 0                                       |
| 19-001 | Health Insurance       | 0                                       | 0                                       |
| 19-002 | Retirement             | 0                                       | 0                                       |
| 19-004 | Medicare               | 1,020                                   | 1,061                                   |
|        | Salaries and Benefits  | 71,394                                  | 87,749                                  |
| 21-000 | Special Departmental   | 6,000                                   | 6,000                                   |
| 22-000 | Contractual            | 1,000                                   | 1,000                                   |
| 35-000 | Building Operating     | 6,500                                   | 6,500                                   |
| 40-003 | Electricity            | 40,500                                  | 40,500                                  |
| 40-004 | Gas                    | 1,000                                   | 1,000                                   |
| 40-006 | Water                  | 2,556                                   | 2,500                                   |
| 40-008 | Sewer Service Charge   | 0                                       | 890                                     |
| 40-010 | Cellular Services      | 550                                     | 550                                     |
| 43-000 | Uniforms               | 0                                       | 500                                     |
|        | Operating              | 58,106                                  | 59,440                                  |
| 91-000 | Budget Savings         | 0                                       | 0                                       |
|        | FACILITIES             | <u>129,500</u>                          | <u>147,189</u>                          |

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "21") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|                    |            |                |
|--------------------|------------|----------------|
| Community Services | Facilities | 121-850-07     |
| Department         | Division   | Account Number |

| Activity Type          | Potential Vendor | Amount       |
|------------------------|------------------|--------------|
| #1: Facility Equipment | TBD              | 6,000        |
| #2: _____              | _____            | _____        |
| #3: _____              | _____            | _____        |
| #4: _____              | _____            | _____        |
| #5: _____              | _____            | _____        |
| #6: _____              | _____            | _____        |
| #7: _____              | _____            | _____        |
| #8: _____              | _____            | _____        |
| #9: _____              | _____            | _____        |
| #10: _____             | _____            | _____        |
| #11: _____             | _____            | _____        |
| #12: _____             | _____            | _____        |
| #13: _____             | _____            | _____        |
| #14: _____             | _____            | _____        |
| #15: _____             | _____            | _____        |
| #16: _____             | _____            | _____        |
| #17: _____             | _____            | _____        |
| #18: _____             | _____            | _____        |
| #19: _____             | _____            | _____        |
| #20: _____             | _____            | _____        |
| <b>TOTAL</b>           |                  | <b>6,000</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2014-15 Contractual (Account "22") Budget Detail**  
*Payments to persons/agencies for services rendered*

|                    |            |                |
|--------------------|------------|----------------|
| Community Services | Facilities | 121-850-07     |
| Department         | Division   | Account Number |

| Activity Type               | Potential Vendor     | Amount       |
|-----------------------------|----------------------|--------------|
| #1: Ice Machine Maintenance | Downey Refrigeration | 1,000        |
| #2:                         |                      |              |
| #3:                         |                      |              |
| #4:                         |                      |              |
| #5:                         |                      |              |
| #6:                         |                      |              |
| #7:                         |                      |              |
| #8:                         |                      |              |
| #9:                         |                      |              |
| #10:                        |                      |              |
| #11:                        |                      |              |
| #12:                        |                      |              |
| #13:                        |                      |              |
| #14:                        |                      |              |
| #15:                        |                      |              |
| #16:                        |                      |              |
| #17:                        |                      |              |
| #18:                        |                      |              |
| #19:                        |                      |              |
| #20:                        |                      |              |
| <b>TOTAL</b>                |                      | <b>1,000</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Building Operating (Account "35") Budget Detail**  
*Maintenance and use of physical buildings*

|                                  |                        |                              |
|----------------------------------|------------------------|------------------------------|
| Community Services<br>Department | Facilities<br>Division | 121-850-07<br>Account Number |
|----------------------------------|------------------------|------------------------------|

| Activity Type                           | Potential Vendor                    | Amount              |
|---|-------------------------------------|---------------------|
| #1: <u>Light Maintenance Supplies</u>   | <u>Mission Hardware, Home Depot</u> | <u>2,500</u>        |
| #2: <u>Cleaning/Expendable Supplies</u> | <u>Empire</u>                       | <u>4,000</u>        |
| #3: _____                               | _____                               | _____               |
| #4: _____                               | _____                               | _____               |
| #5: _____                               | _____                               | _____               |
| #6: _____                               | _____                               | _____               |
| #7: _____                               | _____                               | _____               |
| #8: _____                               | _____                               | _____               |
| #9: _____                               | _____                               | _____               |
| #10: _____                              | _____                               | _____               |
| #11: _____                              | _____                               | _____               |
| #12: _____                              | _____                               | _____               |
| #13: _____                              | _____                               | _____               |
| #14: _____                              | _____                               | _____               |
| #15: _____                              | _____                               | _____               |
| #16: _____                              | _____                               | _____               |
| #17: _____                              | _____                               | _____               |
| #18: _____                              | _____                               | _____               |
| #19: _____                              | _____                               | _____               |
| #20: _____                              | _____                               | _____               |
| <b>TOTAL</b>                            |                                     | <b><u>6,500</u></b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #1**

|                    |            |                |
|--------------------|------------|----------------|
| Community Services | Facilities | 121-850-07     |
| Department         | Division   | Account Number |

**Activity Type (Check One)**

Personnel

Operating

Special Projects

Capital Outlay

**Program or Item Description:**

Increase to the Facilities Limited Service account 121-850-07-12-000 for part-time personnel

| <u>Funding Source (Check One)</u>                        | <u>Funding Amount</u> |
|--|-----------------------|
| <input checked="" type="checkbox"/> General Fund         | 13,500                |
| <input type="checkbox"/> Mission Playhouse Imp. Fund     | _____                 |
| <input type="checkbox"/> Parks and Rec Facility Fund     | _____                 |
| <input type="checkbox"/> Proposition "A"                 | _____                 |
| <input type="checkbox"/> Proposition "C"                 | _____                 |
| <input type="checkbox"/> Redevelopment                   | _____                 |
| <input type="checkbox"/> AQMD Trust Fund                 | _____                 |
| <input type="checkbox"/> Asset Forfeiture Fund           | _____                 |
| <input type="checkbox"/> State Sup. Law Enforce. Fund    | _____                 |
| <input type="checkbox"/> Gas Tax                         | _____                 |
| <input type="checkbox"/> Waste Management Fund           | _____                 |
| <input type="checkbox"/> Increased Fees (Please Specify) | _____                 |
| <input type="checkbox"/> Other (Please Specify)          | _____                 |
| <b>Total Program Cost</b>                                | <b>13,500</b>         |

**Justification**

The Community Services Facilities Limited Service account (121-850-07-12-000) has been over expended in recent years. The need for additional part-time staffing is due to the increase of facility rentals. Customers renting the Adult Recreation Center pay staffing fees to cover the cost of part-time personnel. These fees are deposited in the General fund Facility Rental revenue account (121-3645). The request for the additional funds from this account is directly related to the customers paying for the staffing expense.

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #2**

|                                  |                        |                              |
|----------------------------------|------------------------|------------------------------|
| Community Services<br>Department | Facilities<br>Division | 121-850-07<br>Account Number |
|----------------------------------|------------------------|------------------------------|

**Activity Type (Check One)**

Personnel

Operating

Special Projects

Capital Outlay

**Program or Item Description:**

Addition of a Facilities - Uniform account  
121-850-07-43-000

| <u>Funding Source (Check One)</u>                        | <u>Funding Amount</u> |
|--|-----------------------|
| <input checked="" type="checkbox"/> General Fund         | 500                   |
| <input type="checkbox"/> Mission Playhouse Imp. Fund     | _____                 |
| <input type="checkbox"/> Parks and Rec Facility Fund     | _____                 |
| <input type="checkbox"/> Proposition "A"                 | _____                 |
| <input type="checkbox"/> Proposition "C"                 | _____                 |
| <input type="checkbox"/> Redevelopment                   | _____                 |
| <input type="checkbox"/> AQMD Trust Fund                 | _____                 |
| <input type="checkbox"/> Asset Forfeiture Fund           | _____                 |
| <input type="checkbox"/> State Sup. Law Enforce. Fund    | _____                 |
| <input type="checkbox"/> Gas Tax                         | _____                 |
| <input type="checkbox"/> Waste Management Fund           | _____                 |
| <input type="checkbox"/> Increased Fees (Please Specify) | _____                 |
| <input type="checkbox"/> Other (Please Specify)          | _____                 |
| <b>Total Program Cost</b>                                | <b>500</b>            |

**Justification**

In FY 2014-15, the Facilities account did not include a Uniform account. With the reorganization of City departments, staff needs to add this account to purchase uniforms for the part-time Custodians that supervise the facilities. This proposes to move \$500.00 from the Recreation - Special Events account (121-850-10-23-047) to fund the uniform costs.

CITY OF SAN GABRIEL  
EXPENDITURES

121 GENERAL FUND  
850 COMMUNITY SERVICES  
10 RECREATION

|        |                             | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|-----------------------------|---|---|
| 11-000 | Full Time Employees         | 0                                       | 0                                       |
| 12-000 | Limited Time Employees      | 71,376                                  | 84,431                                  |
| 13-000 | Overtime Employees          | 0                                       | 0                                       |
| 19-001 | Health Insurance            | 0                                       | 0                                       |
| 19-002 | Retirement                  | 0                                       | 0                                       |
| 19-004 | Medicare                    | 1,035                                   | 1,224                                   |
|        | Salaries and Benefits       | 72,411                                  | 85,655                                  |
| 21-000 | Special Departmental        | 5,520                                   | 5,520                                   |
| 22-000 | Contractual                 | 49,450                                  | 53,650                                  |
| 23-039 | Youth School Year           | 7,915                                   | 8,815                                   |
| 23-040 | Youth Summer                | 4,577                                   | 4,577                                   |
| 23-047 | Special Events              | 21,600                                  | 17,600                                  |
| 23-048 | Older Adults                | 1,000                                   | 1,000                                   |
| 23-051 | Passport Services           | 1,812                                   | 1,312                                   |
| 27-047 | Community Engagement Events | 0                                       | 70,500                                  |
| 31-000 | Office Operating            | 7,500                                   | 7,500                                   |
| 33-000 | Vehicle Operating           | 17,000                                  | 18,000                                  |
| 33-060 | Vehicle Replacement         | 4,000                                   | 4,000                                   |
| 40-004 | Gas                         | 1,500                                   | 1,500                                   |
| 40-005 | Telephone                   | 7,730                                   | 8,500                                   |
| 40-007 | Cable                       | 2,800                                   | 2,500                                   |
| 40-010 | Wireless Services           | 1,250                                   | 1,260                                   |
| 53-000 | Membership and Dues         | 925                                     | 925                                     |
| 54-000 | Allowances                  | 660                                     | 3,320                                   |
|        | Operating                   | 135,239                                 | 210,479                                 |
| 91-000 | Budget Savings              | 0                                       | 0                                       |
|        | RECREATION                  | <u>207,650</u>                          | <u>296,134</u>                          |

**CITY OF SAN GABRIEL**  
**2015-16 Special Departmental (Account "21") Budget Detail**  
*Department line items for miscellaneous expenditures and purchases*

|                                  |                        |                              |
|----------------------------------|------------------------|------------------------------|
| Community Services<br>Department | Recreation<br>Division | 121-850-10<br>Account Number |
|----------------------------------|------------------------|------------------------------|

| Activity Type                    | Potential Vendor | Amount                     |
|----------------------------------|------------------|----------------------------|
| #1: <u>Supplies - Recreation</u> | <u>TBD</u>       | <u>3,520</u>               |
| #2: <u>First Aid Supplies</u>    | <u>TBD</u>       | <u>1,000</u>               |
| #3: <u>Marketing/Translation</u> | <u>TBD</u>       | <u>1,000</u>               |
| #4: _____                        | _____            | _____                      |
| #5: _____                        | _____            | _____                      |
| #6: _____                        | _____            | _____                      |
| #7: _____                        | _____            | _____                      |
| #8: _____                        | _____            | _____                      |
| #9: _____                        | _____            | _____                      |
| #10: _____                       | _____            | _____                      |
| #11: _____                       | _____            | _____                      |
| #12: _____                       | _____            | _____                      |
| #13: _____                       | _____            | _____                      |
| #14: _____                       | _____            | _____                      |
| #15: _____                       | _____            | _____                      |
| #16: _____                       | _____            | _____                      |
| #17: _____                       | _____            | _____                      |
| #18: _____                       | _____            | _____                      |
| #19: _____                       | _____            | _____                      |
| #20: _____                       | _____            | _____                      |
| <b>TOTAL</b>                     |                  | <b><u><u>5,520</u></u></b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Contractual (Account "22") Budget Detail**  
*Payments to persons/agencies for services rendered*

|                                  |                        |                              |
|----------------------------------|------------------------|------------------------------|
| Community Services<br>Department | Recreation<br>Division | 121-850-10<br>Account Number |
|----------------------------------|------------------------|------------------------------|

| <u>Activity Type</u>                                   | <u>Potential Vendor</u>                    | <u>Amount</u>                   |
|--|--|---------------------------------|
| #1: <u>Fingerprint/Livescan Forms &amp; Processing</u> | <u>Dept. of Justice and Vina Engraving</u> | <u>1,000</u>                    |
| #2: <u>Recreation Guide Postage</u>                    | <u>San Gabriel Postmaster</u>              | <u>10,000</u>                   |
| #3: <u>Grapevine Guide</u>                             | <u>Simpson Advertising &amp; Advantage</u> | <u>34,200</u>                   |
| #4: <u>Printer/Copier Maintenance Contract</u>         | <u>Copy Free</u>                           | <u>4,450</u>                    |
| #5: <u>Registration Software Maintenance</u>           | <u>RecPro</u>                              | <u>4,000</u>                    |
| #6: _____  | _____                                      | _____                           |
| #7: _____  | _____                                      | _____                           |
| #8: _____  | _____                                      | _____                           |
| #9: _____  | _____                                      | _____                           |
| #10: _____   | _____                                      | _____                           |
| #11: _____   | _____                                      | _____                           |
| #12: _____   | _____                                      | _____                           |
| #13: _____   | _____                                      | _____                           |
| #14: _____   | _____                                      | _____                           |
| #15: _____   | _____                                      | _____                           |
| #16: _____   | _____                                      | _____                           |
| #17: _____   | _____                                      | _____                           |
| #18: _____   | _____                                      | _____                           |
| #19: _____   | _____                                      | _____                           |
| #20: _____   | _____                                      | _____                           |
| <br><b>TOTAL</b>                                       |  | <br><b><u><u>53,650</u></u></b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Programs (Account "23-039") Budget Detail**  
*Various Parks and Recreation Programs*

|                                  |                        |                              |
|----------------------------------|------------------------|------------------------------|
| Community Services<br>Department | Recreation<br>Division | 121-850-10<br>Account Number |
|----------------------------------|------------------------|------------------------------|

| Activity Type       | Potential Vendor | Amount       |
|---------------------|------------------|--------------|
| #1: Equipment       | TBD              | 3,415        |
| #2: Officials       | TBD              | 3,500        |
| #3: Staff Uniforms  | TBD              | 600          |
| #4: Tournament Fees | TBD              | 400          |
| #5: Awards          | TBD              | 500          |
| #6: Staff Training  | TBD              | 400          |
| #7:                 |                  |              |
| #8:                 |                  |              |
| #9:                 |                  |              |
| #10:                |                  |              |
| #11:                |                  |              |
| #12:                |                  |              |
| #13:                |                  |              |
| #14:                |                  |              |
| #15:                |                  |              |
| #16:                |                  |              |
| #17:                |                  |              |
| #18:                |                  |              |
| #19:                |                  |              |
| #20:                |                  |              |
| <b>TOTAL</b>        |                  | <b>8,815</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Programs-Youth Summer (Account "23-040") Budget Detail**  
*Various Parks and Recreation Programs*

|                    |            |                |
|--------------------|------------|----------------|
| Community Services | Recreation | 121-850-10     |
| Department         | Division   | Account Number |

| <u>Activity Type</u>       | <u>Potential Vendor</u> | <u>Amount</u>                  |
|----------------------------|-------------------------|--------------------------------|
| #1: <u>Craft Supplies</u>  | <u>TBD</u>              | <u>2,200</u>                   |
| #2: <u>Staff Trainings</u> | <u>TBD</u>              | <u>500</u>                     |
| #3: <u>Staff Uniforms</u>  | <u>TBD</u>              | <u>500</u>                     |
| #4: <u>Equipment</u>       | <u>TBD</u>              | <u>1,377</u>                   |
| #5: _____                  | _____                   | _____                          |
| #6: _____                  | _____                   | _____                          |
| #7: _____                  | _____                   | _____                          |
| #8: _____                  | _____                   | _____                          |
| #9: _____                  | _____                   | _____                          |
| #10: _____                 | _____                   | _____                          |
| #11: _____                 | _____                   | _____                          |
| #12: _____                 | _____                   | _____                          |
| #13: _____                 | _____                   | _____                          |
| #14: _____                 | _____                   | _____                          |
| #15: _____                 | _____                   | _____                          |
| #16: _____                 | _____                   | _____                          |
| #17: _____                 | _____                   | _____                          |
| #18: _____                 | _____                   | _____                          |
| #19: _____                 | _____                   | _____                          |
| #20: _____                 | _____                   | _____                          |
| <br><b>TOTAL</b>           |                         | <br><b><u><u>4,577</u></u></b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Programs-Special Events (Account "23-047") Budget Detail**  
*Various Parks and Recreation Programs*

|                                  |                        |                              |
|----------------------------------|------------------------|------------------------------|
| Community Services<br>Department | Recreation<br>Division | 121-850-10<br>Account Number |
|----------------------------------|------------------------|------------------------------|

| <u>Activity Type</u>                 | <u>Potential Vendor</u>         | <u>Amount</u> |
|--------------------------------------|---------------------------------|---------------|
| #1: <u>Kid's Day and 4th of July</u> | <u>TBD</u>                      | <u>5,000</u>  |
| #2: <u>Holiday Craft Workshop</u>    | <u>TBD</u>                      | <u>500</u>    |
| #3: <u>Egg Hunt</u>                  | <u>TBD</u>                      | <u>1,350</u>  |
| #4: <u>Farmers' Market</u>           | <u>Sterling Farmers Markets</u> | <u>5,350</u>  |
| #5: <u>Pentathlon</u>                | <u>TBD</u>                      | <u>1,000</u>  |
| #6: <u>Tree Lighting</u>             | <u>TBD</u>                      | <u>2,400</u>  |
| #7: <u>Supplies/Marketing</u>        | <u>TBD</u>                      | <u>2,000</u>  |
| #8: _____                            | _____                           | _____         |
| #9: _____                            | _____                           | _____         |
| #10: _____                           | _____                           | _____         |
| #11: _____                           | _____                           | _____         |
| #12: _____                           | _____                           | _____         |
| #13: _____                           | _____                           | _____         |
| #14: _____                           | _____                           | _____         |
| #15: _____                           | _____                           | _____         |
| #16: _____                           | _____                           | _____         |
| #17: _____                           | _____                           | _____         |
| #18: _____                           | _____                           | _____         |
| #19: _____                           | _____                           | _____         |
| #20: _____                           | _____                           | _____         |
| <b>TOTAL</b>                         |                                 | <b>17,600</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Programs-Older Adults (Account "23-048") Budget Detail**  
*Various Parks and Recreation Programs*

|                    |            |                |
|--------------------|------------|----------------|
| Community Services | Recreation | 121-850-10     |
| Department         | Division   | Account Number |

| <u>Activity Type</u>           | <u>Potential Vendor</u> | <u>Amount</u> |
|--------------------------------|-------------------------|---------------|
| #1: Nutrition Program Supplies | TBD                     | 500           |
| #2: Older Adult Event Supplies | TBD                     | 500           |
| #3: _____                      | _____                   | _____         |
| #4: _____                      | _____                   | _____         |
| #5: _____                      | _____                   | _____         |
| #6: _____                      | _____                   | _____         |
| #7: _____                      | _____                   | _____         |
| #8: _____                      | _____                   | _____         |
| #9: _____                      | _____                   | _____         |
| #10: _____                     | _____                   | _____         |
| #11: _____                     | _____                   | _____         |
| #12: _____                     | _____                   | _____         |
| #13: _____                     | _____                   | _____         |
| #14: _____                     | _____                   | _____         |
| #15: _____                     | _____                   | _____         |
| #16: _____                     | _____                   | _____         |
| #17: _____                     | _____                   | _____         |
| #18: _____                     | _____                   | _____         |
| #19: _____                     | _____                   | _____         |
| #20: _____                     | _____                   | _____         |
| <b>TOTAL</b>                   |                         | <b>1,000</b>  |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Programs-Passports (Account "23-051") Budget Detail**  
*Various Parks and Recreation Programs*

|                    |            |                |
|--------------------|------------|----------------|
| Community Services | Recreation | 121-850-10     |
| Department         | Division   | Account Number |

| <u>Activity Type</u>  | <u>Potential Vendor</u> | <u>Amount</u> |
|-----------------------|-------------------------|---------------|
| #1: Passport Supplies | TBD                     | 1,312         |
| #2: _____             | _____                   | _____         |
| #3: _____             | _____                   | _____         |
| #4: _____             | _____                   | _____         |
| #5: _____             | _____                   | _____         |
| #6: _____             | _____                   | _____         |
| #7: _____             | _____                   | _____         |
| #8: _____             | _____                   | _____         |
| #9: _____             | _____                   | _____         |
| #10: _____            | _____                   | _____         |
| #11: _____            | _____                   | _____         |
| #12: _____            | _____                   | _____         |
| #13: _____            | _____                   | _____         |
| #14: _____            | _____                   | _____         |
| #15: _____            | _____                   | _____         |
| #16: _____            | _____                   | _____         |
| #17: _____            | _____                   | _____         |
| #18: _____            | _____                   | _____         |
| #19: _____            | _____                   | _____         |
| #20: _____            | _____                   | _____         |
| <b>TOTAL</b>          |                         | <b>1,312</b>  |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Community Engagement Events (Account "27-047") Budget Detail**  
*Various Community Services Programs*

|                    |            |                |
|--------------------|------------|----------------|
| Community Services | Recreation | 121-850-10     |
| Department         | Division   | Account Number |

| <u>Activity Type</u>                    | <u>Potential Vendor</u> | <u>Amount</u>            |
|---|-------------------------|--------------------------|
| #1: <u>Summer Nights - Concerts (4)</u> | <u>TBD</u>              | <u>12,000</u>            |
| #2: <u>Summer Nights - Movies (2)</u>   | <u>TBD</u>              | <u>10,000</u>            |
| #3: <u>Halloween Event</u>              | <u>TBD</u>              | <u>10,000</u>            |
| #4: <u>Lunar New Year</u>               | <u>TBD</u>              | <u>30,000</u>            |
| #5: <u>San Gabriel Play Day</u>         | <u>TBD</u>              | <u>3,500</u>             |
| #6: <u>Staffing</u>                     | <u>TBD</u>              | <u>5,000</u>             |
| #7: _____                               | _____                   | _____                    |
| #8: _____                               | _____                   | _____                    |
| #9: _____                               | _____                   | _____                    |
| #10: _____                              | _____                   | _____                    |
| #11: _____                              | _____                   | _____                    |
| #12: _____                              | _____                   | _____                    |
| #13: _____                              | _____                   | _____                    |
| #14: _____                              | _____                   | _____                    |
| #15: _____                              | _____                   | _____                    |
| #16: _____                              | _____                   | _____                    |
| #17: _____                              | _____                   | _____                    |
| #18: _____                              | _____                   | _____                    |
| #19: _____                              | _____                   | _____                    |
| #20: _____                              | _____                   | _____                    |
| <br><b>TOTAL</b>                        |                         | <br><b><u>70,500</u></b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Memberships and Dues (Account "53") Budget Detail**  
*Amounts paid for membership in various organizations*

|                                  |                        |                              |
|----------------------------------|------------------------|------------------------------|
| Community Services<br>Department | Recreation<br>Division | 121-850-10<br>Account Number |
|----------------------------------|------------------------|------------------------------|

| Member Name                     | Organization | Amount |
|---------------------------------|--------------|--------|
| #1: CPRS Membership - 5 Members | CPRS         | 850    |
| #2: SCMAF Membership - 1 Member | SCMA         | 75     |
| #3: _____                       | _____        | _____  |
| #4: _____                       | _____        | _____  |
| #5: _____                       | _____        | _____  |
| #6: _____                       | _____        | _____  |
| #7: _____                       | _____        | _____  |
| #8: _____                       | _____        | _____  |
| #9: _____                       | _____        | _____  |
| #10: _____                      | _____        | _____  |
| #11: _____                      | _____        | _____  |
| #12: _____                      | _____        | _____  |
| #13: _____                      | _____        | _____  |
| #14: _____                      | _____        | _____  |
| #15: _____                      | _____        | _____  |
| #16: _____                      | _____        | _____  |
| #17: _____                      | _____        | _____  |
| #18: _____                      | _____        | _____  |
| #19: _____                      | _____        | _____  |
| #20: _____                      | _____        | _____  |

|              |            |
|--------------|------------|
| <b>TOTAL</b> | <b>925</b> |
|--------------|------------|

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Allowances (Account "54") Budget Detail**  
*Primarily for attendance of conferences and meetings*

|                    |            |                |
|--------------------|------------|----------------|
| Community Services | Recreation | 121-850-10     |
| Department         | Division   | Account Number |

| Activity Type             | Organization         | Amount       |
|---------------------------|----------------------|--------------|
| #1: Educational Allowance | CPRS, Local seminars | 3,320        |
| #2:                       |                      |              |
| #3:                       |                      |              |
| #4:                       |                      |              |
| #5:                       |                      |              |
| #6:                       |                      |              |
| #7:                       |                      |              |
| #8:                       |                      |              |
| #9:                       |                      |              |
| #10:                      |                      |              |
| #11:                      |                      |              |
| #12:                      |                      |              |
| #13:                      |                      |              |
| #14:                      |                      |              |
| #15:                      |                      |              |
| #16:                      |                      |              |
| #17:                      |                      |              |
| #18:                      |                      |              |
| #19:                      |                      |              |
| #20:                      |                      |              |
| <b>TOTAL</b>              |                      | <b>3,320</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #1**

|                                  |                        |                              |
|----------------------------------|------------------------|------------------------------|
| Community Services<br>Department | Recreation<br>Division | 121-850-10<br>Account Number |
|----------------------------------|------------------------|------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input checked="" type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p> | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;">Funding Source (Check One)</th> <th style="text-align:right; border-bottom: 1px solid black;">Funding Amount</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> General Fund</td> <td style="text-align:right;">2,200</td> </tr> <tr> <td><input type="checkbox"/> Mission Playhouse Imp. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Parks and Rec Facility Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "A"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "C"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Redevelopment</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> AQMD Trust Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Asset Forfeiture Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> State Sup. Law Enforce. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Gas Tax</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Waste Management Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Increased Fees (Please Specify)</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Other (Please Specify)</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><b>Total Program Cost</b></td> <td style="text-align:right; border-top: 1px solid black; border-bottom: 3px double black;"><b>2,200</b></td> </tr> </tbody> </table> | Funding Source (Check One) | Funding Amount | <input checked="" type="checkbox"/> General Fund | 2,200 | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify) | _____ | <input type="checkbox"/> Other (Please Specify) | _____ | <b>Total Program Cost</b> | <b>2,200</b> |
|--|---|----------------------------|----------------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|--|-------|---|-------|---------------------------|--------------|
| Funding Source (Check One)   | Funding Amount  |                            |                |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input checked="" type="checkbox"/> General Fund   | 2,200   |                            |                |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   | _____   |                            |                |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Parks and Rec Facility Fund   | _____   |                            |                |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Proposition "A"   | _____   |                            |                |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Proposition "C"   | _____   |                            |                |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Redevelopment   | _____   |                            |                |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> AQMD Trust Fund   | _____   |                            |                |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Asset Forfeiture Fund   | _____   |                            |                |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  | _____   |                            |                |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Gas Tax   | _____   |                            |                |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Waste Management Fund   | _____   |                            |                |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Increased Fees (Please Specify)   | _____   |                            |                |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Other (Please Specify)  | _____   |                            |                |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <b>Total Program Cost</b>  | <b>2,200</b>  |                            |                |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <p><b>Program or Item Description:</b></p> <p>Increase to Recreation Contractual account 121-850-10-22-000</p>   |   |                            |                |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |

|   |
|---|
| <p><b>Justification</b></p> <p>Printing costs for the department publication, The Guide, have increased. This proposes to move \$1,500 from the Recreation - Special Events account (121-850-10-23-047), \$500 from the Recreation - Passport account (121-850-10-23-051), \$100 from Aquatics Educational (121-850-06-45-000) and \$100 from Recreation - Youth School Year (121-850-10-23-039) to cover the additional cost for printing.</p> |
|---|

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #2**

|                                  |                        |                              |
|----------------------------------|------------------------|------------------------------|
| Community Services<br>Department | Recreation<br>Division | 121-850-10<br>Account Number |
|----------------------------------|------------------------|------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input checked="" type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p> | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;"><b>Funding Source (Check One)</b></th> <th style="text-align:right; border-bottom: 1px solid black;"><b>Funding Amount</b></th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> General Fund</td> <td style="text-align:right;">900</td> </tr> <tr> <td><input type="checkbox"/> Mission Playhouse Imp. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Parks and Rec Facility Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "A"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "C"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Redevelopment</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> AQMD Trust Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Asset Forfeiture Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> State Sup. Law Enforce. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Gas Tax</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Waste Management Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Increased Fees (Please Specify)</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Other (Please Specify)</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><b>Total Program Cost</b></td> <td style="text-align:right; border-top: 1px solid black;"><b>900</b></td> </tr> </tbody> </table> | <b>Funding Source (Check One)</b> | <b>Funding Amount</b> | <input checked="" type="checkbox"/> General Fund | 900 | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify) | _____ | <input type="checkbox"/> Other (Please Specify) | _____ | <b>Total Program Cost</b> | <b>900</b> |
|--|--|-----------------------------------|-----------------------|--|-----|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|--|-------|---|-------|---------------------------|------------|
| <b>Funding Source (Check One)</b>  | <b>Funding Amount</b>  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input checked="" type="checkbox"/> General Fund   | 900  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   | _____  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Parks and Rec Facility Fund   | _____  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Proposition "A"   | _____  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Proposition "C"   | _____  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Redevelopment   | _____  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> AQMD Trust Fund   | _____  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Asset Forfeiture Fund   | _____  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  | _____  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Gas Tax   | _____  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Waste Management Fund   | _____  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Increased Fees (Please Specify)   | _____  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <input type="checkbox"/> Other (Please Specify)  | _____  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <b>Total Program Cost</b>  | <b>900</b>   |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |
| <p><b>Program or Item Description:</b></p> <p>Increase to Recreation Youth School Year account 121-850-10-23-039</p>   |  |                                   |                       |  |     |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |            |

**Justification**

Additional funds are needed in the Recreation - Youth School Year account to cover the increase in costs for equipment and officials. This proposes to move \$900 from the Recreation - Special Events account (121-850-10-23-047) to cover the increased costs.

**CITY OF SAN GABRIEL**  
**2015-16 Additional Budget Request**  
**(Please complete one form for each item)**

**Request Number #3**

|                                  |                        |                              |
|----------------------------------|------------------------|------------------------------|
| Community Services<br>Department | Recreation<br>Division | 121-850-10<br>Account Number |
|----------------------------------|------------------------|------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input checked="" type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p> | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;">Funding Source (Check One)</th> <th style="text-align:right; border-bottom: 1px solid black;">Funding Amount</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> General Fund</td> <td style="text-align:right;">-4,000</td> </tr> <tr> <td><input type="checkbox"/> Mission Playhouse Imp. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Parks and Rec Facility Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "A"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "C"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Redevelopment</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> AQMD Trust Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Asset Forfeiture Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> State Sup. Law Enforce. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Gas Tax</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Waste Management Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Increased Fees (Please Specify)</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Other (Please Specify)</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><b>Total Program Cost</b></td> <td style="text-align:right;"><b>-4,000</b></td> </tr> </tbody> </table> | Funding Source (Check One) | Funding Amount | <input checked="" type="checkbox"/> General Fund | -4,000 | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify) | _____ | <input type="checkbox"/> Other (Please Specify) | _____ | <b>Total Program Cost</b> | <b>-4,000</b> |
|--|---|----------------------------|----------------|--|--------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|--|-------|---|-------|---------------------------|---------------|
| Funding Source (Check One)   | Funding Amount  |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <input checked="" type="checkbox"/> General Fund   | -4,000  |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   | _____   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <input type="checkbox"/> Parks and Rec Facility Fund   | _____   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <input type="checkbox"/> Proposition "A"   | _____   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <input type="checkbox"/> Proposition "C"   | _____   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <input type="checkbox"/> Redevelopment   | _____   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <input type="checkbox"/> AQMD Trust Fund   | _____   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <input type="checkbox"/> Asset Forfeiture Fund   | _____   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  | _____   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <input type="checkbox"/> Gas Tax   | _____   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <input type="checkbox"/> Waste Management Fund   | _____   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <input type="checkbox"/> Increased Fees (Please Specify)   | _____   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <input type="checkbox"/> Other (Please Specify)  | _____   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <b>Total Program Cost</b>  | <b>-4,000</b>   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |
| <p><b>Program or Item Description:</b></p> <p>Reduction/changes to the Recreation Special Events account<br/> 121-850-10-23-047</p>  |   |                            |                |  |        |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |               |

**Justification**

The Specials Events account (121-850-10-23-047) has included equipment, supplies and marketing for various special events coordinated within the Community Services Department. Staff has reevaluated the Special Events account and proposes to reduce this account to cover a variety of needs within the department. Funds have been moved to the following accounts:

- \$500 - Facilities Uniform Account - 121-850-07-43-000
- \$1,600 - Recreation Contractual Account - 121-850-10-22-000
- \$900 - Recreation Youth School Year - 121-850-10-23-039
- \$1,000 - Recreation Allowances - 121-850-10-54-000

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #4**

|                                  |                        |                              |
|----------------------------------|------------------------|------------------------------|
| Community Services<br>Department | Recreation<br>Division | 121-850-10<br>Account Number |
|----------------------------------|------------------------|------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input checked="" type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p> | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;">Funding Source (Check One)</th> <th style="text-align:right; border-bottom: 1px solid black;">Funding Amount</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> General Fund</td> <td style="text-align:right;">-500</td> </tr> <tr> <td><input type="checkbox"/> Mission Playhouse Imp. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Parks and Rec Facility Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "A"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "C"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Redevelopment</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> AQMD Trust Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Asset Forfeiture Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> State Sup. Law Enforce. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Gas Tax</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Waste Management Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Increased Fees (Please Specify)</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Other (Please Specify)</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><b>Total Program Cost</b></td> <td style="text-align:right;"><b>-500</b></td> </tr> </tbody> </table> | Funding Source (Check One) | Funding Amount | <input checked="" type="checkbox"/> General Fund | -500 | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify) | _____ | <input type="checkbox"/> Other (Please Specify) | _____ | <b>Total Program Cost</b> | <b>-500</b> |
|--|---|----------------------------|----------------|--|------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|--|-------|---|-------|---------------------------|-------------|
| Funding Source (Check One)   | Funding Amount  |                            |                |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <input checked="" type="checkbox"/> General Fund   | -500  |                            |                |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   | _____   |                            |                |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <input type="checkbox"/> Parks and Rec Facility Fund   | _____   |                            |                |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <input type="checkbox"/> Proposition "A"   | _____   |                            |                |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <input type="checkbox"/> Proposition "C"   | _____   |                            |                |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <input type="checkbox"/> Redevelopment   | _____   |                            |                |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <input type="checkbox"/> AQMD Trust Fund   | _____   |                            |                |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <input type="checkbox"/> Asset Forfeiture Fund   | _____   |                            |                |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  | _____   |                            |                |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <input type="checkbox"/> Gas Tax   | _____   |                            |                |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <input type="checkbox"/> Waste Management Fund   | _____   |                            |                |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <input type="checkbox"/> Increased Fees (Please Specify)   | _____   |                            |                |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <input type="checkbox"/> Other (Please Specify)  | _____   |                            |                |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <b>Total Program Cost</b>  | <b>-500</b>   |                            |                |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |
| <p><b>Program or Item Description:</b></p> <p>Reduction/changes to Recreation Passport Service account<br/>121-850-10-23-051</p>   |   |                            |                |  |      |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |             |

**Justification**

The Recreation Passport Service account (121-850-10-23-051) has included supplies and marketing for the passport service program. The passport program has continued to grow with the current level of marketing (street banners, etc.). This proposed to move \$500 to the Recreation Contractual account (121-850-10-22-000).

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #5**

|                                  |                        |                              |
|----------------------------------|------------------------|------------------------------|
| Community Services<br>Department | Recreation<br>Division | 121-850-10<br>Account Number |
|----------------------------------|------------------------|------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input checked="" type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p> | <table border="1"> <thead> <tr> <th align="left"><b>Funding Source (Check One)</b></th> <th align="right"><b>Funding Amount</b></th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> General Fund</td> <td align="right">2,660</td> </tr> <tr> <td><input type="checkbox"/> Mission Playhouse Imp. Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Parks and Rec Facility Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Proposition "A"</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Proposition "C"</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Redevelopment</td> <td></td> </tr> <tr> <td><input type="checkbox"/> AQMD Trust Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Asset Forfeiture Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> State Sup. Law Enforce. Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Gas Tax</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Waste Management Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Increased Fees (Please Specify)</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Other (Please Specify)</td> <td></td> </tr> <tr> <td><b>Total Program Cost</b></td> <td align="right"><b>2,660</b></td> </tr> </tbody> </table> | <b>Funding Source (Check One)</b> | <b>Funding Amount</b> | <input checked="" type="checkbox"/> General Fund | 2,660 | <input type="checkbox"/> Mission Playhouse Imp. Fund |  | <input type="checkbox"/> Parks and Rec Facility Fund |  | <input type="checkbox"/> Proposition "A" |  | <input type="checkbox"/> Proposition "C" |  | <input type="checkbox"/> Redevelopment |  | <input type="checkbox"/> AQMD Trust Fund |  | <input type="checkbox"/> Asset Forfeiture Fund |  | <input type="checkbox"/> State Sup. Law Enforce. Fund |  | <input type="checkbox"/> Gas Tax |  | <input type="checkbox"/> Waste Management Fund |  | <input type="checkbox"/> Increased Fees (Please Specify) |  | <input type="checkbox"/> Other (Please Specify) |  | <b>Total Program Cost</b> | <b>2,660</b> |
|--|---|-----------------------------------|-----------------------|--|-------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|---|--|----------------------------------|--|--|--|--|--|---|--|---------------------------|--------------|
| <b>Funding Source (Check One)</b>  | <b>Funding Amount</b>   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input checked="" type="checkbox"/> General Fund   | 2,660   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Parks and Rec Facility Fund   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Proposition "A"   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Proposition "C"   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Redevelopment   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> AQMD Trust Fund   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Asset Forfeiture Fund   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Gas Tax   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Waste Management Fund   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Increased Fees (Please Specify)   |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <input type="checkbox"/> Other (Please Specify)  |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <b>Total Program Cost</b>  | <b>2,660</b>  |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |
| <p><b>Program or Item Description:</b></p> <p>Increase to the Recreation Allowances account<br/>121-850-10-54-000</p>  |   |                                   |                       |  |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |              |

**Justification**

The Recreation Allowances account (121-850-10-54-000) has included allowances for staff trainings and educational opportunities. In a continuing effort to rebuild the educational allowances and provide funding for individual staff training and department team building opportunities, this proposes to move \$1,000 from the Recreation Special Events account (121-850-10-23-047). Staff is requesting an additional \$1,660 to cover expenses for additional staff trainings and educational opportunities.

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #6**

|                    |            |                |
|--------------------|------------|----------------|
| Community Services | Recreation | 121-850-10     |
| Department         | Division   | Account Number |

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input checked="" type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p> | <table border="1"> <thead> <tr> <th align="left"><u>Funding Source (Check One)</u></th> <th align="right"><u>Funding Amount</u></th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> General Fund</td> <td align="right">70,500</td> </tr> <tr> <td><input type="checkbox"/> Mission Playhouse Imp. Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Parks and Rec Facility Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Proposition "A"</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Proposition "C"</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Redevelopment</td> <td></td> </tr> <tr> <td><input type="checkbox"/> AQMD Trust Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Asset Forfeiture Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> State Sup. Law Enforce. Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Gas Tax</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Waste Management Fund</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Increased Fees (Please Specify)</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Other (Please Specify)</td> <td></td> </tr> <tr> <td><b>Total Program Cost</b></td> <td align="right"><b>70,500</b></td> </tr> </tbody> </table> | <u>Funding Source (Check One)</u> | <u>Funding Amount</u> | <input checked="" type="checkbox"/> General Fund | 70,500 | <input type="checkbox"/> Mission Playhouse Imp. Fund |  | <input type="checkbox"/> Parks and Rec Facility Fund |  | <input type="checkbox"/> Proposition "A" |  | <input type="checkbox"/> Proposition "C" |  | <input type="checkbox"/> Redevelopment |  | <input type="checkbox"/> AQMD Trust Fund |  | <input type="checkbox"/> Asset Forfeiture Fund |  | <input type="checkbox"/> State Sup. Law Enforce. Fund |  | <input type="checkbox"/> Gas Tax |  | <input type="checkbox"/> Waste Management Fund |  | <input type="checkbox"/> Increased Fees (Please Specify) |  | <input type="checkbox"/> Other (Please Specify) |  | <b>Total Program Cost</b> | <b>70,500</b> |
|--|---|-----------------------------------|-----------------------|--|--------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|---|--|----------------------------------|--|--|--|--|--|---|--|---------------------------|---------------|
| <u>Funding Source (Check One)</u>  | <u>Funding Amount</u>   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <input checked="" type="checkbox"/> General Fund   | 70,500  |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   |   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <input type="checkbox"/> Parks and Rec Facility Fund   |   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <input type="checkbox"/> Proposition "A"   |   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <input type="checkbox"/> Proposition "C"   |   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <input type="checkbox"/> Redevelopment   |   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <input type="checkbox"/> AQMD Trust Fund   |   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <input type="checkbox"/> Asset Forfeiture Fund   |   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  |   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <input type="checkbox"/> Gas Tax   |   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <input type="checkbox"/> Waste Management Fund   |   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <input type="checkbox"/> Increased Fees (Please Specify)   |   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <input type="checkbox"/> Other (Please Specify)  |   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <b>Total Program Cost</b>  | <b>70,500</b>   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |
| <p><b>Program or Item Description:</b></p> <p>FY 2015-16 Community Engagement Budget</p> <p>Account # 121-850-10-27-047</p>  |   |                                   |                       |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |                                  |  |  |  |  |  |   |  |                           |               |

**Justification**

In FY 2014-15, the City Council allocated \$100,000 for community engagement programming and events. This funding was consistent with the city's strategic direction to engage the community and foster civic pride and ownership. Community Services, Mission Playhouse and Community Development staff implemented a successful year-long program which focused on promoting arts and cultural events with a unique San Gabriel feel (see attached).

For FY 2015-16, staff proposes to continue to develop and enhance the events initiated in FY 2014-15. After implementing the FY 14-15 events, staff re-evaluated and proposes that the community engagement fund be enhanced to better respect the actual costs for the events. This request for \$70,500 covers the costs of events/programming where Community Services will be the lead in FY 2015-16. The funding will go toward the following events or programs: Movies in the Park (2), Concerts in the Park (4), Halloween Event, Lunar New Year, San Gabriel Play Day, marketing for community events, and staffing to assist with the events/programs. Community Services staff will be responsible for executing these events/programs in conjunction with support from other departments as shown in the attached.

# City of San Gabriel

| Program Name  | Lead Department(s) | Planned Cost      |
|---|--------------------|-------------------|
| Community Art Fair  | CD, MP, CS         | \$ 2,000          |
| Circle the Square / Classic Car Show                                  | CD, MP, CS         | \$ 17,000         |
| San Gabriel Restaurant Week   | CD                 | \$ 2,000          |
| Donation to local museums to extend hours of operation                | CD                 | \$ 1,000          |
| Historic Homes/ Garden Tours  | CD & CS            | \$ 1,000          |
| Drive in Movies (3 summer events)                                     | CD, MP, CS         | \$ 15,000         |
| Community Nights at the Playhouse (12 total, 1 per month)             | MP                 | \$ 20,000         |
| Summer Concerts (2 already funded, 4 additional proposed for 6 total) | MP & CS            | \$ 12,000         |
| Halloween Event   | MP & CS            | \$ 10,000         |
| Lunar NY  | CD, MP, CS         | \$ 10,000         |
| Marketing for Community Events  | CD, MP, CS         | \$ 10,000         |
| <b>Total:</b>   |                    | <b>\$ 100,000</b> |

| Program Name  | Lead Department(s) | Actual Cost       |
|---|--------------------|-------------------|
| Community Art Fair  | CD, MP, CS         | \$ -              |
| Summer Nights Kick-Off Event  | CD, MP, CS         | \$ 15,000         |
| San Gabriel Restaurant Week   | CD                 | \$ 2,000          |
| Donation to local museums to extend hours of operation                | CD                 | \$ -              |
| Historic Homes/ Garden Tours  | CD & CS            | \$ 1,000          |
| Drive in Movies (3 summer events)                                     | CD, MP, CS         | \$ 15,000         |
| Community Nights at the Playhouse (12 total, 1 per month)             | MP                 | \$ 23,400         |
| Summer Concerts (2 already funded, 4 additional proposed for 6 total) | MP & CS            | \$ 12,000         |
| Halloween Event   | MP & CS            | \$ 10,000         |
| Lunar NY  | CD, MP, CS         | \$ 18,300         |
| Marketing for Community Events  | CD, MP, CS         | \$ -              |
| La Laguna Anniversary Event   | CD                 | \$ 3,300          |
| <b>Total:</b>   |                    | <b>\$ 100,000</b> |

Updated 3/17/2015

### Fiscal Year 2015-2016 Community Engagement Budget

| Program Name  | Lead Dept.         | Supporting Dept. | Date(s)          | Budget           |
|---|--------------------|------------------|------------------|------------------|
| Summer Nights<br>Kick-off Event Mission District<br>Movies in the Park (2)<br>Closing Night Movie (MP)<br>Concerts in the Park (4)<br>Concerts in Playhouse Plaza (2) | CD                 | CS, MP           | June-August      | \$15,500         |
|   | CS                 | CD, MP           |                  | \$10,000         |
|   | MP                 | CS, CD           |                  | \$5,000          |
|   | CS                 | CD, MP           |                  | \$12,000         |
|   | MP                 | CS, CD           |                  | \$6,000          |
| Restaurant Week   | CD                 | CS, MP           | Subtotal<br>July | \$48,500         |
| Halloween Events  | CS                 | CD, MP           | October          | \$10,000         |
| Lunar New Year  | CS                 | CD, MP           | February         | \$30,000         |
| Historic Homes/Gardens Tour   | CD                 | CS, MP           | May              | \$1,000          |
| San Gabriel Play Day  | CS                 | CD, MP           | May              | \$3,500          |
| Mission Playhouse Community Nights  | MP                 | CD, CS           | Year Round       | \$25,000         |
| Marketing for Community Events  | CD                 | CS, MP           | Year Round       | \$5,000          |
| Staffing  | CS, MP, CD, PW, PD |                  | Year Round       | \$25,000         |
|   |                    |                  | <b>TOTAL</b>     | <b>\$150,000</b> |

|              |                  |
|--------------|------------------|
| CD           | \$28,500         |
| CS           | \$70,500         |
| MP           | \$41,000         |
| PW           | \$5,000          |
| PD           | \$5,000          |
| <b>Total</b> | <b>\$150,000</b> |

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #7**

|                                  |                        |                              |
|----------------------------------|------------------------|------------------------------|
| Community Services<br>Department | Recreation<br>Division | 121-850-10<br>Account Number |
|----------------------------------|------------------------|------------------------------|

| <p><b>Activity Type (Check One)</b></p> <p><input type="checkbox"/> Personnel</p> <p><input checked="" type="checkbox"/> Operating</p> <p><input type="checkbox"/> Special Projects</p> <p><input type="checkbox"/> Capital Outlay</p> | <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left; border-bottom: 1px solid black;"><b>Funding Source (Check One)</b></th> <th style="text-align:right; border-bottom: 1px solid black;"><b>Funding Amount</b></th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> General Fund</td> <td style="text-align:right;">2,000</td> </tr> <tr> <td><input type="checkbox"/> Mission Playhouse Imp. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Parks and Rec Facility Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "A"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Proposition "C"</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Redevelopment</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> AQMD Trust Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Asset Forfeiture Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> State Sup. Law Enforce. Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Gas Tax</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Waste Management Fund</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Increased Fees (Please Specify)</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><input type="checkbox"/> Other (Please Specify)</td> <td style="text-align:right;">_____</td> </tr> <tr> <td><b>Total Program Cost</b></td> <td style="text-align:right; border-top: 1px solid black;"><b>2,000</b></td> </tr> </tbody> </table> | <b>Funding Source (Check One)</b> | <b>Funding Amount</b> | <input checked="" type="checkbox"/> General Fund | 2,000 | <input type="checkbox"/> Mission Playhouse Imp. Fund | _____ | <input type="checkbox"/> Parks and Rec Facility Fund | _____ | <input type="checkbox"/> Proposition "A" | _____ | <input type="checkbox"/> Proposition "C" | _____ | <input type="checkbox"/> Redevelopment | _____ | <input type="checkbox"/> AQMD Trust Fund | _____ | <input type="checkbox"/> Asset Forfeiture Fund | _____ | <input type="checkbox"/> State Sup. Law Enforce. Fund | _____ | <input type="checkbox"/> Gas Tax | _____ | <input type="checkbox"/> Waste Management Fund | _____ | <input type="checkbox"/> Increased Fees (Please Specify) | _____ | <input type="checkbox"/> Other (Please Specify) | _____ | <b>Total Program Cost</b> | <b>2,000</b> |
|--|--|-----------------------------------|-----------------------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|--|-------|---|-------|----------------------------------|-------|--|-------|--|-------|---|-------|---------------------------|--------------|
| <b>Funding Source (Check One)</b>  | <b>Funding Amount</b>  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input checked="" type="checkbox"/> General Fund   | 2,000  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Mission Playhouse Imp. Fund   | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Parks and Rec Facility Fund   | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Proposition "A"   | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Proposition "C"   | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Redevelopment   | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> AQMD Trust Fund   | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Asset Forfeiture Fund   | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> State Sup. Law Enforce. Fund  | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Gas Tax   | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Waste Management Fund   | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Increased Fees (Please Specify)   | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <input type="checkbox"/> Other (Please Specify)  | _____  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <b>Total Program Cost</b>  | <b>2,000</b>   |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |
| <p><b>Program or Item Description:</b></p> <p>Increase to Recreation Contractual account 121-850-10-22-000</p>   |  |                                   |                       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |  |       |   |       |                                  |       |  |       |  |       |   |       |                           |              |

|  |
|--|
| <p><b>Justification</b></p> <p>Additional funds are needed in the Recreation Contractual account (121-850-10-22-000) to offset the increased Recreation Software Maintenance fee. Currently, recreation class and trip participants pay a \$1.00 fee that goes to the General Fund (121-3641). Due to an increase in the cost of the software maintenance, staff recommends as increase of \$1.00 per registration to offset the cost of the fee with a total fee of \$2.00 per participant.</p> |
|--|

CITY OF SAN GABRIEL  
EXPENDITURES

173 PARKS & REC ACTIVITY FUND  
850 COMMUNITY SERVICES  
18 SPECIAL ACTIVITIES

|        |                            | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|----------------------------|---|---|
| 11-000 | Full Time Employees        | 37,069                                  | 12,845                                  |
| 12-000 | Limited Time Employees     | 0                                       | 26,502                                  |
| 13-000 | Overtime Employees         | 0                                       | 0                                       |
| 19-001 | Health Insurance           | 4,903                                   | 4,742                                   |
| 19-002 | Retirement                 | 1,011                                   | 965                                     |
| 19-004 | Medicare                   | 369                                     | 571                                     |
|        | Salaries and Benefits      | 43,352                                  | 45,625                                  |
| 23-038 | Youth Paid Program         | 25,000                                  | 25,000                                  |
| 23-042 | Older Adult Trips          | 40,000                                  | 40,000                                  |
| 23-043 | Recreation Classes         | 80,000                                  | 80,000                                  |
| 23-044 | Dance & Baton              | 1,000                                   | 1,000                                   |
| 23-045 | Day Camp                   | 25,000                                  | 25,000                                  |
| 23-046 | Tennis                     | 8,700                                   | 8,700                                   |
| 23-047 | Special Events             | 5,000                                   | 5,000                                   |
| 23-048 | Older Adults               | 2,500                                   | 2,500                                   |
| 23-049 | Recreation Class Insurance | 4,500                                   | 4,500                                   |
| 23-050 | Share A Dream              | 800                                     | 800                                     |
| 23-052 | Facility Insurance         | 0                                       | 5,720                                   |
|        | Operating                  | 192,500                                 | 198,220                                 |
| 91-000 | Budget Savings             | 0                                       | 0                                       |
|        | SPECIAL ACTIVITIES         | <u>235,852</u>                          | <u>243,845</u>                          |

**CITY OF SAN GABRIEL**  
**2015-16 Youth Participant Paid Programs (Account "23-038") Budget Detail**  
*Various Parks and Recreation Programs*

|                    |                    |                |
|--------------------|--------------------|----------------|
| Community Services | Special Activities | 173-850-18     |
| Department         | Division           | Account Number |

| Activity Type               | Potential Vendor | Amount               |
|-----------------------------|------------------|----------------------|
| #1: <u>Jerseys/Uniforms</u> | <u>TBD</u>       | <u>15,000</u>        |
| #2: <u>Trips - Youth</u>    | <u>TBD</u>       | <u>10,000</u>        |
| #3: _____                   | _____            | _____                |
| #4: _____                   | _____            | _____                |
| #5: _____                   | _____            | _____                |
| #6: _____                   | _____            | _____                |
| #7: _____                   | _____            | _____                |
| #8: _____                   | _____            | _____                |
| #9: _____                   | _____            | _____                |
| #10: _____                  | _____            | _____                |
| #11: _____                  | _____            | _____                |
| #12: _____                  | _____            | _____                |
| #13: _____                  | _____            | _____                |
| #14: _____                  | _____            | _____                |
| #15: _____                  | _____            | _____                |
| #16: _____                  | _____            | _____                |
| #17: _____                  | _____            | _____                |
| #18: _____                  | _____            | _____                |
| #19: _____                  | _____            | _____                |
| #20: _____                  | _____            | _____                |
| <b>TOTAL</b>                |                  | <b><u>25,000</u></b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2014-15 Older Adult Trips (Account "23-042") Budget Detail**  
*Various Parks and Recreation Programs*

|                                  |                                |                              |
|----------------------------------|--------------------------------|------------------------------|
| Community Services<br>Department | Special Activities<br>Division | 173-850-18<br>Account Number |
|----------------------------------|--------------------------------|------------------------------|

| Activity Type            | Potential Vendor | Amount        |
|--------------------------|------------------|---------------|
| #1: Trips - Older Adults | TBD              | 40,000        |
| #2: _____                | _____            | _____         |
| #3: _____                | _____            | _____         |
| #4: _____                | _____            | _____         |
| #5: _____                | _____            | _____         |
| #6: _____                | _____            | _____         |
| #7: _____                | _____            | _____         |
| #8: _____                | _____            | _____         |
| #9: _____                | _____            | _____         |
| #10: _____               | _____            | _____         |
| #11: _____               | _____            | _____         |
| #12: _____               | _____            | _____         |
| #13: _____               | _____            | _____         |
| #14: _____               | _____            | _____         |
| #15: _____               | _____            | _____         |
| #16: _____               | _____            | _____         |
| #17: _____               | _____            | _____         |
| #18: _____               | _____            | _____         |
| #19: _____               | _____            | _____         |
| #20: _____               | _____            | _____         |
| <b>TOTAL</b>             |                  | <b>40,000</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Recreation Classes (Account "23-043") Budget Detail**  
*Various Parks and Recreation Programs*

|                    |                    |                |
|--------------------|--------------------|----------------|
| Community Services | Special Activities | 173-850-18     |
| Department         | Division           | Account Number |

| <u>Activity Type</u>                       | <u>Potential Vendor</u> | <u>Amount</u> |
|--|-------------------------|---------------|
| #1: Recreation Classes/Instructor Payments | TBD                     | 80,000        |
| #2: _____                                  | _____                   | _____         |
| #3: _____                                  | _____                   | _____         |
| #4: _____                                  | _____                   | _____         |
| #5: _____                                  | _____                   | _____         |
| #6: _____                                  | _____                   | _____         |
| #7: _____                                  | _____                   | _____         |
| #8: _____                                  | _____                   | _____         |
| #9: _____                                  | _____                   | _____         |
| #10: _____                                 | _____                   | _____         |
| #11: _____                                 | _____                   | _____         |
| #12: _____                                 | _____                   | _____         |
| #13: _____                                 | _____                   | _____         |
| #14: _____                                 | _____                   | _____         |
| #15: _____                                 | _____                   | _____         |
| #16: _____                                 | _____                   | _____         |
| #17: _____                                 | _____                   | _____         |
| #18: _____                                 | _____                   | _____         |
| #19: _____                                 | _____                   | _____         |
| #20: _____                                 | _____                   | _____         |
| <b>TOTAL</b>                               |                         | <b>80,000</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Dance and Baton (Account "23-044") Budget Detail**  
*Various Parks and Recreation Programs*

|                           |                           |                   |
|---------------------------|---------------------------|-------------------|
| <u>Community Services</u> | <u>Special Activities</u> | <u>173-850-18</u> |
| Department                | Division                  | Account Number    |

| <u>Activity Type</u>                             | <u>Potential Vendor</u> | <u>Amount</u> |
|--|-------------------------|---------------|
| #1: <u>Dance and Baton Classes/Biennial Show</u> | <u>TBD</u>              | <u>1,000</u>  |
| #2: _____  | _____                   | _____         |
| #3: _____  | _____                   | _____         |
| #4: _____  | _____                   | _____         |
| #5: _____  | _____                   | _____         |
| #6: _____  | _____                   | _____         |
| #7: _____  | _____                   | _____         |
| #8: _____  | _____                   | _____         |
| #9: _____  | _____                   | _____         |
| #10: _____                                       | _____                   | _____         |
| #11: _____                                       | _____                   | _____         |
| #12: _____                                       | _____                   | _____         |
| #13: _____                                       | _____                   | _____         |
| #14: _____                                       | _____                   | _____         |
| #15: _____                                       | _____                   | _____         |
| #16: _____                                       | _____                   | _____         |
| #17: _____                                       | _____                   | _____         |
| #18: _____                                       | _____                   | _____         |
| #19: _____                                       | _____                   | _____         |
| #20: _____                                       | _____                   | _____         |
| <b>TOTAL</b>                                     |                         | <b>1,000</b>  |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Day Camp (Account "23-045") Budget Detail**  
*Various Parks and Recreation Programs*

|                           |                           |                   |
|---------------------------|---------------------------|-------------------|
| <u>Community Services</u> | <u>Special Activities</u> | <u>173-850-18</u> |
| Department                | Division                  | Account Number    |

| <u>Activity Type</u>             | <u>Potential Vendor</u> | <u>Amount Budgeted</u> |
|----------------------------------|-------------------------|------------------------|
| #1: <u>Part-time Staff Costs</u> | <u>TBD</u>              | <u>18,000</u>          |
| #2: <u>Day Camp Supplies</u>     | <u>TBD</u>              | <u>2,000</u>           |
| #3: <u>Day Camp Weekly Trips</u> | <u>TBD</u>              | <u>5,000</u>           |
| #4: _____                        | _____                   | _____                  |
| #5: _____                        | _____                   | _____                  |
| #6: _____                        | _____                   | _____                  |
| #7: _____                        | _____                   | _____                  |
| #8: _____                        | _____                   | _____                  |
| #9: _____                        | _____                   | _____                  |
| #10: _____                       | _____                   | _____                  |
| #11: _____                       | _____                   | _____                  |
| #12: _____                       | _____                   | _____                  |
| #13: _____                       | _____                   | _____                  |
| #14: _____                       | _____                   | _____                  |
| #15: _____                       | _____                   | _____                  |
| #16: _____                       | _____                   | _____                  |
| #17: _____                       | _____                   | _____                  |
| #18: _____                       | _____                   | _____                  |
| #19: _____                       | _____                   | _____                  |
| #20: _____                       | _____                   | _____                  |
| <b>TOTAL</b>                     |                         | <b><u>25,000</u></b>   |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Tennis (Account "23-046") Budget Detail**  
*Various Parks and Recreation Programs*

|                    |                    |                |
|--------------------|--------------------|----------------|
| Community Services | Special Activities | 173-850-18     |
| Department         | Division           | Account Number |

| Activity Type                          | Potential Vendor | Amount       |
|--|------------------|--------------|
| #1: Tennis Classes/Instructor Payments | TBD              | 8,700        |
| #2: _____                              | _____            | _____        |
| #3: _____                              | _____            | _____        |
| #4: _____                              | _____            | _____        |
| #5: _____                              | _____            | _____        |
| #6: _____                              | _____            | _____        |
| #7: _____                              | _____            | _____        |
| #8: _____                              | _____            | _____        |
| #9: _____                              | _____            | _____        |
| #10: _____                             | _____            | _____        |
| #11: _____                             | _____            | _____        |
| #12: _____                             | _____            | _____        |
| #13: _____                             | _____            | _____        |
| #14: _____                             | _____            | _____        |
| #15: _____                             | _____            | _____        |
| #16: _____                             | _____            | _____        |
| #17: _____                             | _____            | _____        |
| #18: _____                             | _____            | _____        |
| #19: _____                             | _____            | _____        |
| #20: _____                             | _____            | _____        |
| <b>TOTAL</b>                           |                  | <b>8,700</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Special Events (Account "23-047") Budget Detail**  
*Various Parks and Recreation Programs*

|                           |                           |                   |
|---------------------------|---------------------------|-------------------|
| <u>Community Services</u> | <u>Special Activities</u> | <u>173-850-18</u> |
| Department                | Division                  | Account Number    |

| <u>Activity Type</u> | <u>Potential Vendor</u> | <u>Amount</u> |
|----------------------|-------------------------|---------------|
| #1: Turkey Trot      | TBD                     | 5,000         |
| #2: _____            | _____                   | _____         |
| #3: _____            | _____                   | _____         |
| #4: _____            | _____                   | _____         |
| #5: _____            | _____                   | _____         |
| #6: _____            | _____                   | _____         |
| #7: _____            | _____                   | _____         |
| #8: _____            | _____                   | _____         |
| #9: _____            | _____                   | _____         |
| #10: _____           | _____                   | _____         |
| #11: _____           | _____                   | _____         |
| #12: _____           | _____                   | _____         |
| #13: _____           | _____                   | _____         |
| #14: _____           | _____                   | _____         |
| #15: _____           | _____                   | _____         |
| #16: _____           | _____                   | _____         |
| #17: _____           | _____                   | _____         |
| #18: _____           | _____                   | _____         |
| #19: _____           | _____                   | _____         |
| #20: _____           | _____                   | _____         |
| <b>TOTAL</b>         |                         | <b>5,000</b>  |

**Note** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Older Adults (Account "23-048") Budget Detail**  
*Various Parks and Recreation Programs*

|                                  |                                |                              |
|----------------------------------|--------------------------------|------------------------------|
| Community Services<br>Department | Special Activities<br>Division | 173-850-18<br>Account Number |
|----------------------------------|--------------------------------|------------------------------|

| <u>Activity Type</u>                            | <u>Potential Vendor</u> | <u>Amount</u> |
|---|-------------------------|---------------|
| #1: Annual Health and Wellness Fair             | TBD                     | 1,000         |
| #2: Supplies - Older Adult Community Activities | TBD                     | 500           |
| #3: Older Adult Programs                        | TBD                     | 1,000         |
| #4: _____                                       | _____                   | _____         |
| #5: _____                                       | _____                   | _____         |
| #6: _____                                       | _____                   | _____         |
| #7: _____                                       | _____                   | _____         |
| #8: _____                                       | _____                   | _____         |
| #9: _____                                       | _____                   | _____         |
| #10: _____                                      | _____                   | _____         |
| #11: _____                                      | _____                   | _____         |
| #12: _____                                      | _____                   | _____         |
| #13: _____                                      | _____                   | _____         |
| #14: _____                                      | _____                   | _____         |
| #15: _____                                      | _____                   | _____         |
| #16: _____                                      | _____                   | _____         |
| #17: _____                                      | _____                   | _____         |
| #18: _____                                      | _____                   | _____         |
| #19: _____                                      | _____                   | _____         |
| #20: _____                                      | _____                   | _____         |
| <b>TOTAL</b>                                    |                         | <b>2,500</b>  |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Rec Class Software Maintenance (Account "23-049") Budget Detail**  
*Various Parks and Recreation Programs*

|                                  |                                |                              |
|----------------------------------|--------------------------------|------------------------------|
| Community Services<br>Department | Special Activities<br>Division | 173-850-18<br>Account Number |
|----------------------------------|--------------------------------|------------------------------|

| Activity Type                  | Potential Vendor | Amount       |
|--------------------------------|------------------|--------------|
| #1: Recreation Class Insurance | TBD              | 4,500        |
| #2: _____                      | _____            | _____        |
| #3: _____                      | _____            | _____        |
| #4: _____                      | _____            | _____        |
| #5: _____                      | _____            | _____        |
| #6: _____                      | _____            | _____        |
| #7: _____                      | _____            | _____        |
| #8: _____                      | _____            | _____        |
| #9: _____                      | _____            | _____        |
| #10: _____                     | _____            | _____        |
| #11: _____                     | _____            | _____        |
| #12: _____                     | _____            | _____        |
| #13: _____                     | _____            | _____        |
| #14: _____                     | _____            | _____        |
| #15: _____                     | _____            | _____        |
| #16: _____                     | _____            | _____        |
| #17: _____                     | _____            | _____        |
| #18: _____                     | _____            | _____        |
| #19: _____                     | _____            | _____        |
| #20: _____                     | _____            | _____        |
| <b>TOTAL</b>                   |                  | <b>4,500</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Share A Dream (Account "23-050") Budget Detail**  
*Various Parks and Recreation Programs*

|                                  |                                |                              |
|----------------------------------|--------------------------------|------------------------------|
| Community Services<br>Department | Special Activities<br>Division | 173-850-18<br>Account Number |
|----------------------------------|--------------------------------|------------------------------|

| Activity Type                 | Potential Vendor | Amount     |
|-------------------------------|------------------|------------|
| #1: Share A Dream Scholarship | TBD              | 800        |
| #2: _____                     | _____            | _____      |
| #3: _____                     | _____            | _____      |
| #4: _____                     | _____            | _____      |
| #5: _____                     | _____            | _____      |
| #6: _____                     | _____            | _____      |
| #7: _____                     | _____            | _____      |
| #8: _____                     | _____            | _____      |
| #9: _____                     | _____            | _____      |
| #10: _____                    | _____            | _____      |
| #11: _____                    | _____            | _____      |
| #12: _____                    | _____            | _____      |
| #13: _____                    | _____            | _____      |
| #14: _____                    | _____            | _____      |
| #15: _____                    | _____            | _____      |
| #16: _____                    | _____            | _____      |
| #17: _____                    | _____            | _____      |
| #18: _____                    | _____            | _____      |
| #19: _____                    | _____            | _____      |
| #20: _____                    | _____            | _____      |
| <b>TOTAL</b>                  |                  | <b>800</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL**  
**2015-16 Facility Insurance (Account "23-052") Budget Detail**  
*Various Parks and Recreation Programs*

|                    |                    |                |
|--------------------|--------------------|----------------|
| Community Services | Special Activities | 173-850-18     |
| Department         | Division           | Account Number |

| Activity Type          | Potential Vendor | Amount       |
|------------------------|------------------|--------------|
| #1: Facility Insurance | TBD              | 5,720        |
| #2: _____              | _____            | _____        |
| #3: _____              | _____            | _____        |
| #4: _____              | _____            | _____        |
| #5: _____              | _____            | _____        |
| #6: _____              | _____            | _____        |
| #7: _____              | _____            | _____        |
| #8: _____              | _____            | _____        |
| #9: _____              | _____            | _____        |
| #10: _____             | _____            | _____        |
| #11: _____             | _____            | _____        |
| #12: _____             | _____            | _____        |
| #13: _____             | _____            | _____        |
| #14: _____             | _____            | _____        |
| #15: _____             | _____            | _____        |
| #16: _____             | _____            | _____        |
| #17: _____             | _____            | _____        |
| #18: _____             | _____            | _____        |
| #19: _____             | _____            | _____        |
| #20: _____             | _____            | _____        |
| <b>TOTAL</b>           |                  | <b>5,720</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #1**

|                                  |                                |                              |
|----------------------------------|--------------------------------|------------------------------|
| Community Services<br>Department | Special Activities<br>Division | 173-850-18<br>Account Number |
|----------------------------------|--------------------------------|------------------------------|

| <u>Activity Type (Check One)</u>              | <u>Funding Source (Check One)</u>  | <u>Funding Amount</u> |
|---|--|-----------------------|
| <input type="checkbox"/> Personnel            | <input type="checkbox"/> General Fund  | _____                 |
| <input checked="" type="checkbox"/> Operating | <input type="checkbox"/> Mission Playhouse Imp. Fund                             | _____                 |
| <input type="checkbox"/> Special Projects     | <input type="checkbox"/> Parks and Rec Facility Fund                             | _____                 |
| <input type="checkbox"/> Capital Outlay       | <input type="checkbox"/> Proposition "A"   | _____                 |
|   | <input type="checkbox"/> Proposition "C"   | _____                 |
|   | <input type="checkbox"/> Redevelopment   | _____                 |
|   | <input type="checkbox"/> AQMD Trust Fund   | _____                 |
|   | <input type="checkbox"/> Asset Forfeiture Fund                                   | _____                 |
|   | <input type="checkbox"/> State Sup. Law Enforce. Fund                            | _____                 |
|   | <input type="checkbox"/> Gas Tax   | _____                 |
|   | <input type="checkbox"/> Waste Management Fund                                   | _____                 |
|   | <input type="checkbox"/> Increased Fees (Please Specify)                         | _____                 |
|   | <input checked="" type="checkbox"/> Other (Please Specify)<br>Special Activities | 4,500                 |
|   | <b>Total Program Cost</b>  | <b>4,500</b>          |

**Program or Item Description:**  
Addition of Recreation Class Software Maintenance Account  
173-850-18-23-047

**Justification**  
The Community Services Recreation Class Software Maintenance account (173-850-18-23-047) is a revenue neutral account that will include costs for the Annual Maintenance contract with RecPRO. Customers pay a \$3 fee per class towards the cost of the maintenance contract.



CITY OF SAN GABRIEL  
EXPENDITURES

180 PROP "A" LOCAL RETURN FUND  
850 LOCAL TRANSIT DEVELOPMENT  
49 DEPARTMENT

|        |                           | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|---------------------------|---|---|
| 11-000 | Full Time Employees       | 47,296                                  | 68,802                                  |
| 12-000 | Limited Time Employees    | 0                                       | 0                                       |
| 13-000 | Overtime Employees        | 0                                       | 0                                       |
| 19-001 | Health Insurance          | 15,509                                  | 21,458                                  |
| 19-002 | Retirement                | 10,660                                  | 11,004                                  |
| 19-004 | Medicare                  | 686                                     | 997                                     |
|        | Salaries and Benefits     | 74,151                                  | 102,261                                 |
| 53-000 | Membership and Dues       | 10,000                                  | 0                                       |
| 82-000 | Rec. Transit Service      | 30,000                                  | 30,000                                  |
| 85-000 | Administrative Costs      | 24,000                                  | 24,000                                  |
| 89-000 | Prop A Fund Exchange      | 1,200,000                               | 0                                       |
|        | Operating                 | 1,264,000                               | 54,000                                  |
|        | Budget Savings            | 0                                       | 0                                       |
| 91-000 | LOCAL TRANSIT DEVELOPMENT | <u>1,338,151</u>                        | <u>156,261</u>                          |

**CITY OF SAN GABRIEL**  
**2015-16 Recreation Transit (Account "82") Budget Detail**  
*Expenses related to recreation transit services*

|  |                                       |                              |
|--|---------------------------------------|------------------------------|
| Proposition A Local Return<br>Department | Local Transit Development<br>Division | 180-850-49<br>Account Number |
|--|---------------------------------------|------------------------------|

| Activity Type                    | Potential Vendor              | Amount        |
|----------------------------------|-------------------------------|---------------|
| #1: Older Adults Trips and Tours | Inland Empire and Travel Time | 19,500        |
| #2: Youth Trips                  | TBD                           | 10,500        |
| #3:                              |                               |               |
| #4:                              |                               |               |
| #5:                              |                               |               |
| #6:                              |                               |               |
| #7:                              |                               |               |
| #8:                              |                               |               |
| #9:                              |                               |               |
| #10:                             |                               |               |
| #11:                             |                               |               |
| #12:                             |                               |               |
| #13:                             |                               |               |
| #14:                             |                               |               |
| #15:                             |                               |               |
| #16:                             |                               |               |
| #17:                             |                               |               |
| #18:                             |                               |               |
| #19:                             |                               |               |
| #20:                             |                               |               |
| <b>TOTAL</b>                     |                               | <b>30,000</b> |

**Note:** Detailed amounts when totaled must equal amount requested on Department/Division Account.

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #1**

|  |                                       |                              |
|--|---------------------------------------|------------------------------|
| Proposition A Local Return<br>Department | Local Transit Development<br>Division | 180-850-49<br>Account Number |
|--|---------------------------------------|------------------------------|

**Activity Type (Check One)**

Personnel

Operating

Special Projects

Capital Outlay

**Program or Item Description:**

Increase funding to Prop A Full Time Employees account 181-850-49-11-000

| <b>Funding Source (Check One)</b>                                 | <b>Funding Amount</b> |
|---|-----------------------|
| <input type="checkbox"/> General Fund                             | _____                 |
| <input type="checkbox"/> Mission Playhouse Imp. Fund              | _____                 |
| <input type="checkbox"/> Parks and Rec Facility Fund              | _____                 |
| <input checked="" type="checkbox"/> Proposition "A"               | 21,506                |
| <input type="checkbox"/> Proposition "C"                          | _____                 |
| <input type="checkbox"/> Redevelopment                            | _____                 |
| <input type="checkbox"/> AQMD Trust Fund                          | _____                 |
| <input type="checkbox"/> Asset Forfeiture Fund                    | _____                 |
| <input type="checkbox"/> State Sup. Law Enforce. Fund             | _____                 |
| <input type="checkbox"/> Gas Tax                                  | _____                 |
| <input type="checkbox"/> Waste Management Fund                    | _____                 |
| <input type="checkbox"/> Increased Fees (Please Specify)<br>_____ | _____                 |
| <input type="checkbox"/> Other (Please Specify)<br>_____          | _____                 |
| <b>Total Program Cost</b>   | <b>21,506</b>         |

**Justification**

The Prop A cost center (180-850-49-11-000) includes salaries for full-time employees. Based on the program responsibilities relating to the Recreation Transit Service which include youth trips and older adults trips and tours, several positions are subsidized by Prop A. Due to the program changes and a re-evaluation of staff funding allocation, this proposes an increased allocation to Prop A of \$21,506 to cover these staff salaries.

CITY OF SAN GABRIEL  
EXPENDITURES

181 PROP "C" LOCAL RETURN FUND  
850 COMMUNITY SERVICES  
49 LOCAL TRANSIT DEVELOPMENT

|        |                         | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|-------------------------|---|---|
| 11-000 | Full Time Employees     | 86,560                                  | 43,639                                  |
| 12-000 | Limited Time Employees  | 0                                       | 0                                       |
| 13-000 | Overtime Employees      | 0                                       | 0                                       |
| 19-001 | Health Insurance        | 29,101                                  | 13,858                                  |
| 19-002 | Retirement              | 18,404                                  | 9,657                                   |
| 19-004 | Medicare                | 1,235                                   | 632                                     |
|        | Salaries and Benefits   | 135,300                                 | 67,786                                  |
| 81-000 | Senior Dial a Ride      | 320,000                                 | 320,000                                 |
| 82-000 | Rec. Transit Service    | 0                                       | 0                                       |
| 85-000 | Administrative Costs    | 0                                       | 0                                       |
| 86-000 | Bus Fare Subsidy        | 125,000                                 | 125,000                                 |
| 88-000 | Transportation Planning | 0                                       | 0                                       |
| 89-000 | Prop A Fund Exchange    | 0                                       | 0                                       |
|        | Operating               | 445,000                                 | 445,000                                 |
| 91-000 | Budget Savings          | 0                                       | 0                                       |
|        | COMMUNITY SERVICES      | <u>580,300</u>                          | <u>512,786</u>                          |

**CITY OF SAN GABRIEL  
2015-16 Additional Budget Request  
(Please complete one form for each item)**

**Request Number #1**

|                    |                           |                |
|--------------------|---------------------------|----------------|
| Community Services | Local Transit Development | 181-850-49     |
| Department         | Division                  | Account Number |

| <u>Activity Type (Check One)</u>              | <u>Funding Source (Check One)</u>                        | <u>Funding Amount</u> |
|---|--|-----------------------|
| <input checked="" type="checkbox"/> Personnel | <input type="checkbox"/> General Fund                    | _____                 |
| <input type="checkbox"/> Operating            | <input type="checkbox"/> Mission Playhouse Imp. Fund     | _____                 |
| <input type="checkbox"/> Special Projects     | <input type="checkbox"/> Parks and Rec Facility Fund     | _____                 |
| <input type="checkbox"/> Capital Outlay       | <input type="checkbox"/> Proposition "A"                 | _____                 |
|   | <input checked="" type="checkbox"/> Proposition "C"      | -42,921               |
|   | <input type="checkbox"/> Redevelopment                   | _____                 |
|   | <input type="checkbox"/> AQMD Trust Fund                 | _____                 |
|   | <input type="checkbox"/> Asset Forfeiture Fund           | _____                 |
|   | <input type="checkbox"/> State Sup. Law Enforce. Fund    | _____                 |
|   | <input type="checkbox"/> Gas Tax                         | _____                 |
|   | <input type="checkbox"/> Waste Management Fund           | _____                 |
|   | <input type="checkbox"/> Increased Fees (Please Specify) | _____                 |
|   | <input type="checkbox"/> Other (Please Specify)          | _____                 |
|   | <b>Total Program Cost</b>                                | <b>-42,921</b>        |

**Program or Item Description:**  
Decrease funding to Prop C Full Time Employees account 181-850-49-11-000

**Justification**  
The Prop C cost center (181-850-49-11-000) includes salaries for full-time employees. Based on the program responsibilities which include Senior Dial A Ride and Bus Fare Subsidy programs, several positions are subsidized by Prop C. Due to program changes and a re-evaluation of staff funding allocation, this proposes a decrease to Prop C which results in an decrease of \$42,921 in staff salaries.

CITY OF SAN GABRIEL  
EXPENDITURES

185 C.D.B.G. FUND  
850 COMMUNITY SERVICES  
20 YOUTH PROGRAM

|        |                        | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|------------------------|---|---|
| 11-000 | Full Time Employees    | 4,922                                   | 4,788                                   |
| 12-000 | Limited Time Employees | 28,767                                  | 29,918                                  |
| 13-000 | Overtime Employees     | 0                                       | 0                                       |
| 19-001 | Health Insurance       | 1,377                                   | 1,331                                   |
| 19-002 | Retirement             | 1,143                                   | 360                                     |
| 19-004 | Medicare               | 488                                     | 503                                     |
|        | Salaries and Benefits  | 36,697                                  | 36,900                                  |
|        | Operating              | 0                                       | 0                                       |
| 91-000 | Budget Savings         | 0                                       | 0                                       |
|        | YOUTH PROGRAM          | <u>36,697</u>                           | <u>36,900</u>                           |

CITY OF SAN GABRIEL  
EXPENDITURES

185 C.D.B.G. FUND  
850 COMMUNITY SERVICES  
21 AFTER SCHOOL PROGRAM

|        |                        | <u>2014-15</u><br><u>Adopted Budget</u> | <u>2015-16</u><br><u>Budget Request</u> |
|--------|------------------------|---|---|
| 11-000 | Full Time Employees    | 2,110                                   | 2,052                                   |
| 12-000 | Limited Time Employees | 17,340                                  | 17,569                                  |
| 13-000 | Overtime Employees     | 0                                       | 0                                       |
| 19-001 | Health Insurance       | 590                                     | 570                                     |
| 19-002 | Retirement             | 490                                     | 154                                     |
| 19-004 | Medicare               | 282                                     | 285                                     |
|        | Salaries and Benefits  | 20,812                                  | 20,630                                  |
|        | Operating              | 0                                       | 0                                       |
|        | Services and Supplies  | 0                                       | 0                                       |
| 91-000 | Budget Savings         | 0                                       | 0                                       |
|        | AFTER SCHOOL PROGRAM   | <u>20,812</u>                           | <u>20,630</u>                           |

# CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

## INDIVIDUAL PROJECT DATA

PROJECT TITLE: Vincent Lugo Park Renovation - Phase 2 PROJECT #: 5-08-02  
 DEPT. PW - Parks & Facilities PREPARED BY: Rebecca Perez

| CHANGES FROM PRIOR YEAR CIP:                       |   | QUICK REFERENCE INFORMATION      |                      |
|--|---|----------------------------------|----------------------|
| <b>Status</b>                                      | <b>Timetable</b>                            | Project Start Date               | Associated Projects  |
| New Project <input type="checkbox"/>               | No Change <input type="checkbox"/>          | <input type="text" value="TBD"/> | <input type="text"/> |
| No Change <input type="checkbox"/>                 | Advanced <input type="checkbox"/>           | Est. Completion Date             | <input type="text"/> |
| Funding Change <input checked="" type="checkbox"/> | Delayed <input checked="" type="checkbox"/> | <input type="text" value="TBD"/> | <input type="text"/> |

### DESCRIPTION

This project includes the design and construction of picnic shelters and playground equipment and proposes revisions to the prior Vincent Lugo Park Phase 2 Renovation.

Scope of work for the picnic shelters includes: grading of areas; removal of sod and installation of decomposed granite; and installation of the shelters. Design costs are \$17,050 and construction costs are \$307,950. LA County grant will cover \$250,000 of the picnic shelter project and city will pay \$75,000 match. Construction to be completed by late summer 2015.

Scope of work for the playground includes removal of sod; retrofit of irrigation system; construction of accessible pathways; installation of play equipment (for ages 2-5 and 5-12) and natural play elements; and planting of native or drought tolerant landscaping. Design costs are \$17,500 and construction costs are \$282,500. Construction of the playground is partially unfunded; additional funding will be sought through grants and/or future development impact fees.

The water play area from the prior Phase 2 project (estimated \$400,500 for construction) has been moved to Vincent Lugo Park Phase 3 Renovation.

Account No.: 122-850-40-97-907

### EXPENDITURE PLAN

|                 | Prior Years | 2014-15 | 2015-16        | 2016-17 | 2017-18 | 2018-19 | TOTAL          |
|-----------------|-------------|---------|----------------|---------|---------|---------|----------------|
| Planning Design |             |         | 34,550         |         |         |         | 34,550         |
| Construction    |             |         | 590,450        |         |         |         | 590,450        |
| (Other)         |             |         |                |         |         |         |                |
| <b>TOTAL</b>    |             |         | <b>625,000</b> |         |         |         | <b>625,000</b> |

### RECOMMENDED FUNDING SOURCES

|                       |  |                |                |  |  |                |
|-----------------------|--|----------------|----------------|--|--|----------------|
| 40 Development Impact |  | 310,000        |                |  |  | 310,000        |
|                       |  |                |                |  |  |                |
|                       |  |                |                |  |  |                |
|                       |  |                |                |  |  |                |
|                       |  |                |                |  |  |                |
| UNFUNDED              |  |                | 65,000         |  |  | 65,000         |
| LA County Grant       |  |                | 250,000        |  |  | 250,000        |
| (Other #1)            |  |                |                |  |  |                |
| (Other #2)            |  |                |                |  |  |                |
| <b>total</b>          |  | <b>310,000</b> | <b>315,000</b> |  |  | <b>625,000</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ - Operating: \$ \_\_\_\_\_ - Total: \$ \_\_\_\_\_ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Vincent Lugo Park Renovation - Phase 3 PROJECT #: 5-08-03

DEPT. PW - Parks & Facilities PREPARED BY: Rebecca Perez

| CHANGES FROM PRIOR YEAR CIP: |                                     |                  |                                     | QUICK REFERENCE INFORMATION |                     |  |
|------------------------------|-------------------------------------|------------------|-------------------------------------|-----------------------------|---------------------|--|
| <b>Status</b>                |                                     | <b>Timetable</b> |                                     | Project Start Date          | Associated Projects |  |
| New Project                  | <input type="checkbox"/>            | No Change        | <input type="checkbox"/>            | <u>TBD</u>                  |                     |  |
| No Change                    | <input type="checkbox"/>            | Advanced         | <input type="checkbox"/>            | Est. Completion Date        |                     |  |
| Funding Change               | <input checked="" type="checkbox"/> | Delayed          | <input checked="" type="checkbox"/> | <u>TBD</u>                  |                     |  |

### DESCRIPTION

This project proposes the following elements as part of Vincent Lugo Park Phase 3 Renovation: street parking improvements; parking lot renovations including lighting; restroom renovations, renovation of the maintenance yard; bandstand structure; hardscape items (tables, benches, trash cans, etc.); renovation of the baseball field concession stand; upper dry bed collection channel with planting; and interpretive signs. This phase also includes the addition of a water play area (previously included as part of Phase 2).

Project delayed due to lack of funding.

No accounting has been assigned to this project.

### EXPENDITURE PLAN

|                             | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u>   | <u>TOTAL</u>     |
|-----------------------------|--------------------|----------------|----------------|----------------|----------------|------------------|------------------|
| Planning Design             |                    |                |                |                |                | 270,000          | 270,000          |
| Construction                |                    |                |                |                |                | 3,600,000        | 3,600,000        |
| Documents/Admin.<br>(Other) |                    |                |                |                |                |                  |                  |
| <b>TOTAL</b>                |                    |                |                |                |                | <b>3,870,000</b> | <b>3,870,000</b> |

### RECOMMENDED FUNDING SOURCES

|              |  |  |  |  |  |                  |                  |
|--------------|--|--|--|--|--|------------------|------------------|
|              |  |  |  |  |  |                  |                  |
|              |  |  |  |  |  |                  |                  |
|              |  |  |  |  |  |                  |                  |
|              |  |  |  |  |  |                  |                  |
|              |  |  |  |  |  |                  |                  |
| UNFUNDED     |  |  |  |  |  | 3,870,000        | 3,870,000        |
| (Other #1)   |  |  |  |  |  |                  |                  |
| (Other #2)   |  |  |  |  |  |                  |                  |
| <b>total</b> |  |  |  |  |  | <b>3,870,000</b> | <b>3,870,000</b> |

### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$ \_\_\_\_\_ - Operating: \$ \_\_\_\_\_ - Total: \$ \_\_\_\_\_ -

## CITY OF SAN GABRIEL 2014-15 to 2018-19 CAPITAL IMPROVEMENT PROGRAM

### INDIVIDUAL PROJECT DATA

PROJECT TITLE: Marshall Community Park PROJECT #: 5-11-06  
 DEPT. PW - Parks & Facilities PREPARED BY: Rebecca Perez

| CHANGES FROM PRIOR YEAR CIP: |                                     |                  |                                     | QUICK REFERENCE INFORMATION |  |                     |  |
|------------------------------|-------------------------------------|------------------|-------------------------------------|-----------------------------|--|---------------------|--|
| <b>Status</b>                |                                     | <b>Timetable</b> |                                     | Project Start Date          |  | Associated Projects |  |
| New Project                  | <input type="checkbox"/>            | No Change        | <input type="checkbox"/>            | <u>06/30/15</u>             |  |                     |  |
| No Change                    | <input checked="" type="checkbox"/> | Advanced         | <input type="checkbox"/>            | Est. Completion Date        |  |                     |  |
| Funding Change               | <input type="checkbox"/>            | Delayed          | <input checked="" type="checkbox"/> | <u>12/30/15</u>             |  |                     |  |

### DESCRIPTION

The project includes the development of a neighborhood park on the existing campus of John Marshall Elementary School. The project will be 2.24 acres and will be located on the portion of the campus currently occupied by the school playground. Planned park features, which will benefit both the school and the community, include: multi-purpose areas (hard surface and artificial turf), a walking/jogging trail, open space for school/public gatherings; restrooms; parking areas; security features; and sustainability elements.

Project construction to be initiated in FY 14-15 and completed in FY 15-16.

Prior Year Funding:  
\$4,686,127

Account No.: 122-850-57-97-964

### EXPENDITURE PLAN

|                 | <u>Prior Years</u> | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>TOTAL</u>     |
|-----------------|--------------------|----------------|----------------|----------------|----------------|----------------|------------------|
| Planning Design | 350,335            |                |                |                |                |                | 350,335          |
| Construction    | 4,335,792          |                |                |                |                |                | 4,335,792        |
| (Other)         |                    |                |                |                |                |                |                  |
| <b>TOTAL</b>    | <b>4,686,127</b>   |                |                |                |                |                | <b>4,686,127</b> |

### RECOMMENDED FUNDING SOURCES

|  |                  |  |  |  |  |  |                  |
|--|------------------|--|--|--|--|--|------------------|
| ▼  |                  |  |  |  |  |  |                  |
| ▼  |                  |  |  |  |  |  |                  |
| ▼  |                  |  |  |  |  |  |                  |
| ▼  |                  |  |  |  |  |  |                  |
| ▼  |                  |  |  |  |  |  |                  |
| UNFUNDED                                     |                  |  |  |  |  |  |                  |
| 57 Prop 84 Statewide Park Dev.<br>(Other #1) | 4,686,127        |  |  |  |  |  | 4,686,127        |
| (Other #2)                                   |                  |  |  |  |  |  |                  |
| <b>total</b>                                 | <b>4,686,127</b> |  |  |  |  |  | <b>4,686,127</b> |

#### IMPACT ON ANNUAL OPERATIONAL COSTS WHEN PROJECT IS COMPLETE:

Salaries and Benefits: \$          - Operating: \$          - Total: \$          -