

CITY COUNCIL / COMMUNITY
REDEVELOPMENT AGENCY MEETING
FY 2011-2013 BUDGET PROPOSAL



May 4, 2011

6:30 pm

Sierra Madre City Council Chambers

232 W. Sierra Madre Blvd.

Sierra Madre, California 91024

Sierra Madre City Council / Board Members

Mayor John Buchanan, Mayor Pro Tempore Josh Moran,
Council Members MaryAnn MacGillivray, Joe Mosca, and Nancy E. Walsh

City of Sierra Madre, California

Village of the Foothills
2007 All-America City Recipient



Budgeted Expenditure Schedule, All Funds FY 2011-2013



Fund Name	PROJECTED				
	TOTAL FY 2010-11 BUDGET	PROPOSED FY 2011-2012	PROPOSED FY 2012-2013	PROPOSED FY 2013-2014	PROPOSED FY 2014-2015
General Fund	7,657,996	7,335,190	7,395,577	7,506,510	7,619,108
Assessment Districts	103,575	103,748	105,104	106,681	108,281
Development Services	504,687	521,625	532,443	540,429	548,536
EMS/Paramedic	804,780	833,205	855,305	868,134	881,156
Gas Tax	305,028	296,042	295,239	299,668	304,163
Prop A	183,089	152,767	152,767	155,059	157,384
Prop C	236,824	126,716	126,716	128,617	130,546
Special Revenue	451,384	372,526	370,012	375,562	381,196
Redevelopment	1,612,363	1,682,388	1,704,126	1,729,688	1,755,633
Special Revenue_Grants	5,233	0	0	0	0
Internal Services	5,261,018	5,334,011	5,393,759	5,452,562	5,534,351
Water	3,355,824	3,586,425	3,739,641	3,795,735	3,852,671
Sewer	1,163,318	1,248,086	1,116,023	1,132,764	1,149,755
Business Type	627,290	604,999	624,469	633,836	643,344
Grand Total	22,272,408	22,197,729	22,411,180	22,725,245	23,066,124

Fund Name	P/NP	PROJECTED TOTAL FY 2010-11 BUDGET	PROPOSED FY 2011- 2012	PROPOSED FY 2012- 2013	PROPOSED FY 2013- 2014	PROPOSED FY 2014- 2015
General Fund	Personnel	5,137,396	5,041,343	5,077,658	5,153,823	5,231,130
	Non-Personnel	2,520,600	2,293,846	2,317,919	2,352,687	2,387,978
General Fund Total		\$ 7,657,996	\$ 7,335,190	\$ 7,395,577	\$ 7,506,510	\$ 7,619,108
Assessment Districts	Non-Personnel	103,575	103,748	105,104	106,681	108,281
Assessment Districts Total		\$ 103,575	\$ 103,748	\$ 105,104	\$ 106,681	\$ 108,281
Development Services	Personnel	309,255	328,972	333,907	338,915	343,999
	Non-Personnel	195,432	192,653	198,536	201,514	204,537
Development Services Total		\$ 504,687	\$ 521,625	\$ 532,443	\$ 540,429	\$ 548,536
EMS/Paramedic	Personnel	499,451	496,562	504,010	511,570	519,244
	Non-Personnel	305,329	336,644	351,295	356,564	361,913
EMS/Paramedic Total		\$ 804,780	\$ 833,205	\$ 855,305	\$ 868,134	\$ 881,156
Gas Tax	Personnel	112,105	88,978	90,313	91,668	93,043
	Non-Personnel	192,923	207,064	204,926	208,000	211,120
Gas Tax Total		\$ 305,028	\$ 296,042	\$ 295,239	\$ 299,668	\$ 304,163
Internal Services	Personnel	1,157,955	1,086,530	1,102,828	1,119,371	1,136,161
	Non-Personnel	4,103,063	4,247,481	4,290,930	4,333,192	4,398,190
Internal Services Total		\$ 5,261,018	\$ 5,334,011	\$ 5,393,759	\$ 5,452,562	\$ 5,534,351
Prop A	Personnel	0	0	0	0	0
	Non-Personnel	183,089	152,767	152,767	155,059	157,384
Prop A Total		\$ 183,089	\$ 152,767	\$ 152,767	\$ 155,059	\$ 157,384
Prop C	Personnel	0	0	0	0	0
	Non-Personnel	236,824	126,716	126,716	128,617	130,546
Prop C Total		\$ 236,824	\$ 126,716	\$ 126,716	\$ 128,617	\$ 130,546
Special Revenue	Personnel	74,455	40,211	40,815	41,427	42,048
	Non-Personnel	376,929	332,315	329,197	334,135	339,147
Special Revenue Total		\$ 451,384	\$ 372,526	\$ 370,012	\$ 375,562	\$ 381,196
Redevelopment	Personnel	364,577	405,448	411,529	417,702	423,968
	Non-Personnel	1,247,786	1,276,940	1,292,596	1,311,985	1,331,665
Redevelopment Total		\$ 1,612,363	\$ 1,682,388	\$ 1,704,125	\$ 1,729,688	\$ 1,755,633
Special Revenue_Grants	Personnel	0	0	0	0	0
	Non-Personnel	5,233	0	0	0	0
Special Revenue_Grants Total		\$ 5,233	\$ -	\$ -	\$ -	\$ -
Water	Personnel	728,877	834,426	846,942	859,646	872,541
	Non-Personnel	2,626,947	2,751,999	2,892,699	2,936,089	2,980,131
Water Total		\$ 3,355,824	\$ 3,586,425	\$ 3,739,641	\$ 3,795,735	\$ 3,852,671
Sewer	Personnel	477,941	503,737	508,247	515,871	523,609
	Non-Personnel	685,377	744,349	607,776	616,893	626,146
Sewer Total		\$ 1,163,318	\$ 1,248,086	\$ 1,116,023	\$ 1,132,764	\$ 1,149,755
Business Type	Personnel	343,264	327,674	331,014	335,979	341,019
	Non-Personnel	284,026	277,326	293,455	297,857	302,325
Business Type Total		\$ 627,290	\$ 604,999	\$ 624,469	\$ 633,836	\$ 643,344
Grand Total		\$ 22,272,408	\$ 22,197,729	\$ 22,411,180	\$ 22,725,245	\$ 23,066,124

Fund Name	FUND	P/NP	PROJECTED TOTAL FY 2010-11 BUDGET	PROPOSED FY 2011- 2012	PROPOSED FY 2012- 2013	PROPOSED FY 2013- 2014	PROPOSED FY 2014- 2015
General Fund	10000	Personnel	5,137,396	5,041,343	5,077,658	5,153,823	5,231,130
		Non-Personnel	2,520,600	2,293,846	2,317,919	2,352,687	2,387,978
	10000 Total		7,657,996	7,335,190	7,395,577	7,506,510	7,619,108
General Fund Total			\$ 7,657,996	\$ 7,335,190	\$ 7,395,577	\$ 7,506,510	\$ 7,619,108
Assessment Districts	32001	Non-Personnel	7,972	8,252	8,665	8,795	8,927
	32001 Total		7,972	8,252	8,665	8,795	8,927
	32002	Non-Personnel	28,754	28,777	28,889	29,322	29,762
	32002 Total		28,754	28,777	28,889	29,322	29,762
	32003	Non-Personnel	1,741	1,747	1,757	1,783	1,810
	32003 Total		1,741	1,747	1,757	1,783	1,810
	32004	Non-Personnel	0	0	0	0	0
	32004 Total		0	0	0	0	0
	32005	Non-Personnel	15,037	15,127	15,439	15,670	15,905
	32005 Total		15,037	15,127	15,439	15,670	15,905
	32006	Non-Personnel	8,196	8,256	8,365	8,491	8,618
	32006 Total		8,196	8,256	8,365	8,491	8,618
	32007	Non-Personnel	22,784	22,859	23,171	23,518	23,871
	32007 Total		22,784	22,859	23,171	23,518	23,871
	32008	Non-Personnel	16,963	16,960	17,033	17,289	17,548
	32008 Total		16,963	16,960	17,033	17,289	17,548
	32009	Non-Personnel	1,667	1,676	1,690	1,715	1,741
	32009 Total		1,667	1,676	1,690	1,715	1,741
	32010	Non-Personnel	461	92	96	97	98
	32010 Total		461	92	96	97	98
Assessment Districts Total			\$ 103,575	\$ 103,748	\$ 105,104	\$ 106,681	\$ 108,281
Development Services	34001	Personnel	309,255	328,972	333,907	338,915	343,999
		Non-Personnel	195,432	192,653	198,536	201,514	204,537
	34001 Total		504,687	521,625	532,443	540,429	548,536
Development Services Total			\$ 504,687	\$ 521,625	\$ 532,443	\$ 540,429	\$ 548,536
EMS/Paramedic	36001	Personnel	499,451	496,562	504,010	511,570	519,244
		Non-Personnel	305,329	336,644	351,295	356,564	361,913
	36001 Total		804,780	833,205	855,305	868,134	881,156
EMS/Paramedic Total			\$ 804,780	\$ 833,205	\$ 855,305	\$ 868,134	\$ 881,156
Gas Tax	38005	Personnel	112,105	88,978	90,313	91,668	93,043
		Non-Personnel	89,925	206,211	204,926	208,000	211,120
	38005 Total		202,030	295,189	295,239	299,668	304,163
	38009	Non-Personnel	102,998	853	0	0	0
	38009 Total		102,998	853	0	0	0
Gas Tax Total			\$ 305,028	\$ 296,042	\$ 295,239	\$ 299,668	\$ 304,163
Internal Services	60000	Personnel	85,137	82,047	83,278	84,527	85,795
		Non-Personnel	632,294	707,016	742,433	753,569	764,873
	60000 Total		717,431	789,063	825,711	838,096	850,668
	60001	Personnel	153,603	130,095	132,046	134,027	136,038
		Non-Personnel	1,579,001	1,828,243	1,824,147	1,851,509	1,879,281
	60001 Total		1,732,604	1,958,338	1,956,193	1,985,536	2,015,319
	60002	Personnel	489,258	450,060	456,811	463,663	470,618
		Non-Personnel	366,503	356,183	341,275	346,394	351,590

Fund Name	FUND	P/NP	PROJECTED TOTAL FY 2010-11 BUDGET	PROPOSED FY 2011- 2012	PROPOSED FY 2012- 2013	PROPOSED FY 2013- 2014	PROPOSED FY 2014- 2015
Internal Services	60002 Total		855,761	806,243	798,086	810,057	822,208
	60003	Personnel	177,450	135,178	137,206	139,264	141,353
		Non-Personnel	401,017	423,239	449,276	433,913	440,421
	60003 Total		578,467	558,417	586,482	573,176	581,774
	60007	Personnel	252,507	289,150	293,487	297,890	302,358
		Non-Personnel	1,124,248	932,800	933,800	947,807	962,024
	60007 Total		1,376,755	1,221,950	1,227,287	1,245,697	1,264,382
Internal Services Total			\$ 5,261,018	\$ 5,334,011	\$ 5,393,759	\$ 5,452,567	\$ 5,534,351
Prop A	37004	Personnel	0	0	0	0	0
		Non-Personnel	183,089	152,767	152,767	155,059	157,384
	37004 Total		183,089	152,767	152,767	155,059	157,384
Prop A Total			\$ 183,089	\$ 152,767	\$ 152,767	\$ 155,059	\$ 157,384
Prop C	37009	Personnel	0	0	0	0	0
		Non-Personnel	236,824	126,716	126,716	128,617	130,546
	37009 Total		236,824	126,716	126,716	128,617	130,546
Prop C Total			\$ 236,824	\$ 126,716	\$ 126,716	\$ 128,617	\$ 130,546
Special Revenue	35001	Personnel	2,716	0	0	0	0
		Non-Personnel	388	428	449	456	463
	35001 Total		3,104	428	449	456	463
	35002	Non-Personnel	2,401	2,401	2,401	2,437	2,474
	35002 Total		2,401	2,401	2,401	2,437	2,474
	35003	Non-Personnel	2,101	2,101	2,101	2,133	2,165
	35003 Total		2,101	2,101	2,101	2,133	2,165
	35005	Personnel	12,316	0	0	0	0
		Non-Personnel	87,883	0	0	0	0
	35005 Total		100,199	0	0	0	0
	36002	Non-Personnel	2,101	2,101	2,101	2,133	2,165
	36002 Total		2,101	2,101	2,101	2,133	2,165
	37001	Non-Personnel	0	0	0	0	0
	37001 Total		0	0	0	0	0
	37002	Non-Personnel	1,442	1,439	1,450	1,472	1,494
	37002 Total		1,442	1,439	1,450	1,472	1,494
	37003	Non-Personnel	0	0	0	0	0
	37003 Total		0	0	0	0	0
	37005	Non-Personnel	19,950	15,779	11,687	11,862	12,040
	37005 Total		19,950	15,779	11,687	11,862	12,040
	37006	Non-Personnel	50,000	50,000	50,000	50,750	51,511
	37006 Total		50,000	50,000	50,000	50,750	51,511
	37007	Non-Personnel	5,000	5,000	5,000	5,075	5,151
	37007 Total		5,000	5,000	5,000	5,075	5,151
	37008	Non-Personnel	500	0	0	0	0
	37008 Total		500	0	0	0	0
	37010	Non-Personnel	0	0	0	0	0
	37010 Total		0	0	0	0	0
	38001	Non-Personnel	0	0	0	0	0
	38001 Total		0	0	0	0	0
	38002	Personnel	0	0	0	0	0
		Non-Personnel	0	0	0	0	0
	38002 Total		0	0	0	0	0

Fund Name	FUND	P/NP	PROJECTED TOTAL FY 2010-11 BUDGET	PROPOSED FY 2011- 2012	PROPOSED FY 2012- 2013	PROPOSED FY 2013- 2014	PROPOSED FY 2014- 2015
Special Revenue	38003	Personnel	0	0	0	0	0
		Non-Personnel	5,368	31,781	31,970	32,449	32,936
	<u>38003 Total</u>		<u>5,368</u>	<u>31,781</u>	<u>31,970</u>	<u>32,449</u>	<u>32,936</u>
	38004	Personnel	59,423	40,211	40,815	41,427	42,048
		Non-Personnel	46,584	120,879	121,631	123,456	125,307
	<u>38004 Total</u>		<u>106,007</u>	<u>161,090</u>	<u>162,446</u>	<u>164,882</u>	<u>167,356</u>
	38006	Non-Personnel	15,000	5,369	5,369	5,450	5,531
	<u>38006 Total</u>		<u>15,000</u>	<u>5,369</u>	<u>5,369</u>	<u>5,450</u>	<u>5,531</u>
	38007	Non-Personnel	105,000	95,038	95,038	96,464	97,911
	<u>38007 Total</u>		<u>105,000</u>	<u>95,038</u>	<u>95,038</u>	<u>96,464</u>	<u>97,911</u>
	38010	Non-Personnel	0	0	0	0	0
	<u>38010 Total</u>		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	39001	Personnel	0	0	0	0	0
		Non-Personnel	12,898	0	0	0	0
	<u>39001 Total</u>		<u>12,898</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	39002	Non-Personnel	8,700	0	0	0	0
	<u>39002 Total</u>		<u>8,700</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	39003	Personnel	0	0	0	0	0
		Non-Personnel	3,820	0	0	0	0
	<u>39003 Total</u>		<u>3,820</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
39004	Non-Personnel	7,793	0	0	0	0	
<u>39004 Total</u>		<u>7,793</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
Special Revenue Total			\$ 451,384	\$ 372,526	\$ 370,012	\$ 375,562	\$ 381,196
Redevelopment	33001	Personnel	202,207	234,091	237,602	241,166	244,783
		Non-Personnel	541,844	572,862	586,618	595,418	604,349
	<u>33001 Total</u>		<u>744,051</u>	<u>806,952</u>	<u>824,220</u>	<u>836,584</u>	<u>849,132</u>
	47000	Personnel	162,370	171,357	173,927	176,536	179,184
		Non-Personnel	18,478	18,453	18,478	18,755	19,036
	<u>47000 Total</u>		<u>180,848</u>	<u>189,810</u>	<u>192,405</u>	<u>195,292</u>	<u>198,221</u>
	50002	Non-Personnel	687,464	685,625	687,500	697,813	708,280
<u>50002 Total</u>		<u>687,464</u>	<u>685,625</u>	<u>687,500</u>	<u>697,813</u>	<u>708,280</u>	
Redevelopment Total			\$ 1,612,363	\$ 1,682,388	\$ 1,704,126	\$ 1,729,688	\$ 1,755,633
Special Revenue_Grants	25001	Non-Personnel	0	0	0	0	0
	<u>25001 Total</u>		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	26001	Non-Personnel	0	0	0	0	0
	<u>26001 Total</u>		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	26002	Personnel	0	0	0	0	0
		Non-Personnel	2,796	0	0	0	0
	<u>26002 Total</u>		<u>2,796</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	26003	Non-Personnel	0	0	0	0	0
	<u>26003 Total</u>		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	28001	Non-Personnel	2,437	0	0	0	0
	<u>28001 Total</u>		<u>2,437</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	28002	Non-Personnel	0	0	0	0	0
	<u>28002 Total</u>		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	28003	Non-Personnel	0	0	0	0	0
<u>28003 Total</u>		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
28004	Non-Personnel	0	0	0	0	0	
<u>28004 Total</u>		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	

Fund Name	FUND	P/NP	PROJECTED TOTAL FY 2010-11 BUDGET	PROPOSED FY 2011- 2012	PROPOSED FY 2012- 2013	PROPOSED FY 2013- 2014	PROPOSED FY 2014- 2015
Water							
	71000	Personnel	728,877	834,426	846,942	859,646	872,541
		Non-Personnel	2,599,968	2,751,999	2,892,699	2,936,089	2,980,131
	<u>71000 Total</u>		<u>3,328,845</u>	<u>3,586,425</u>	<u>3,739,641</u>	<u>3,795,735</u>	<u>3,852,671</u>
	71001	Non-Personnel	22,885	0	0	0	0
	<u>71001 Total</u>		<u>22,885</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	71002	Non-Personnel	4,094			0	0
	<u>71002 Total</u>		<u>4,094</u>			<u>0</u>	<u>0</u>
Water Total			\$ 3,355,829	\$ 3,586,425	\$ 3,739,641	\$ 3,795,735	\$ 3,852,671
Sewer							
	72000	Personnel	477,941	503,737	508,247	515,871	523,609
		Non-Personnel	685,377	744,349	607,776	616,893	626,146
	<u>72000 Total</u>		<u>1,163,318</u>	<u>1,248,086</u>	<u>1,116,023</u>	<u>1,132,764</u>	<u>1,149,755</u>
Sewer Total			\$ 1,163,318	\$ 1,248,086	\$ 1,116,023	\$ 1,132,764	\$ 1,149,755
Business Type							
	76000	Personnel	15,658	0	0	0	0
		Non-Personnel	23,462	0	0	0	0
	<u>76000 Total</u>		<u>39,120</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	77001	Personnel	164,204	196,545	197,918	200,887	203,900
		Non-Personnel	106,263	106,260	107,863	109,481	111,123
	<u>77001 Total</u>		<u>270,467</u>	<u>302,805</u>	<u>305,781</u>	<u>310,368</u>	<u>315,024</u>
	77002	Personnel	37,265	29,487	29,929	30,378	30,834
		Non-Personnel	82,092	69,148	82,481	83,718	84,974
	<u>77002 Total</u>		<u>119,357</u>	<u>98,635</u>	<u>112,410</u>	<u>114,096</u>	<u>115,807</u>
	77003	Personnel	78,947	64,910	65,884	66,872	67,875
		Non-Personnel	62,611	92,475	93,197	94,595	96,014
	<u>77003 Total</u>		<u>141,558</u>	<u>157,385</u>	<u>159,081</u>	<u>161,467</u>	<u>163,889</u>
	77004	Personnel	47,190	36,732	37,283	37,842	38,410
		Non-Personnel	9,598	9,442	9,914	10,063	10,214
	<u>77004 Total</u>		<u>56,788</u>	<u>46,174</u>	<u>47,197</u>	<u>47,905</u>	<u>48,624</u>
Business Type Total			\$ 627,290	\$ 609,899	\$ 624,469	\$ 633,836	\$ 643,344
Grand Total			\$ 22,272,408	\$ 22,197,729	\$ 22,411,180	\$ 22,725,245	\$ 23,066,124

Fund Name	RESPONSIBLE DE/ P/NP	PROJECTED TOTAL FY 2010-11 BUDGET	PROPOSED FY 2011- 2012	PROPOSED FY 2012- 2013	PROPOSED FY 2013- 2014	PROPOSED FY 2014- 2015	
General Fund	ADMIN	Personnel	100,047	92,469	93,856	95,264	96,693
		Non-Personnel	1,237,048	886,056	926,609	940,508	954,616
	ADMIN Total	1,337,095	978,525	1,020,465	1,035,772	1,051,308	
	CM	Personnel	36,553	31,990	32,470	32,957	33,451
		Non-Personnel	266,526	306,126	266,126	270,118	274,170
	CM Total	303,079	338,116	298,596	303,075	307,621	
	CS/PERSONNEL	Personnel	238,829	207,278	210,275	213,429	216,631
		Non-Personnel	39,863	31,265	30,265	30,719	31,180
	CS/PERSONNEL Total	278,692	238,543	240,540	244,148	247,810	
	DEVP SVC	Personnel	0	0	0	0	0
		Non-Personnel	0	0	0	0	0
	DEVP SVC Total	0	0	0	0	0	
	FIRE	Personnel	361,986	399,973	535,972	544,012	552,172
		Non-Personnel	355,977	361,082	366,146	371,638	377,213
	FIRE Total	717,963	761,055	902,118	915,650	929,385	
	LIBRARY	Personnel	649,735	679,179	689,367	699,707	710,203
		Non-Personnel	115,757	139,280	139,280	141,369	143,490
	LIBRARY Total	765,492	818,459	828,647	841,077	853,693	
	PD	Personnel	3,562,644	3,436,885	3,320,474	3,370,281	3,420,835
		Non-Personnel	390,648	427,308	445,345	452,025	458,805
	PD Total	3,953,292	3,864,193	3,765,818	3,822,306	3,879,640	
	PW	Personnel	187,603	193,569	195,244	198,173	201,146
		Non-Personnel	114,780	142,729	144,148	146,310	148,505
	PW Total	302,383	336,298	339,393	344,483	349,651	
General Fund Total		\$ 7,657,996	\$ 7,335,190	\$ 7,395,577	\$ 7,506,510	\$ 7,619,108	
Grand Total		\$ 7,657,996	\$ 7,335,190	\$ 7,395,577	\$ 7,506,510	\$ 7,619,108	

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Administrative Services Department FY 2011-2013



Administrative Services Budget Adjustments FY 2011-12/2012-13

The Administrative Services Department was tasked with the goal of reducing General Fund expenditures by approximately \$25,000. The Department was able to exceed that goal.

The Administrative Services Department is proposing to reduce its Internal Service Fund by \$77,600 and reduce the Technology budget by \$30,000.

In personnel, the Department is proposing to reduce one part-time IT position, reduce the part-time Accountant's hours by 500 hours, and reduce an Administrative Intern's hours by 200 hours, which results in a total cost savings of \$20,000. The total savings from reducing part time staff hours is \$35,000, but the Technology Department needs \$15,000 of the savings for part time IT hours. The impact of the reduction in part time hours will affect the department with less front desk coverage and will reduce assistance on special projects.

The Administrative Services Department is also reducing its contract services budget by \$35,000. The reduction is from a reduction of the onetime cost of the fee study that was completed last Fiscal Year. Another recommended reduction in costs will be in the SMTV budget in the amount of \$10,000. This reduction results in only a \$2,000 reduction in the contract with Community Media of the Foothills and equates to the elimination of one or two special event filming. The remaining savings is the result of reducing \$8,000 in capital purchases that were made this fiscal year, and are not necessary in the next two year budget.

Other reductions are \$10,000 from office supplies and \$2,600 from meetings and conferences. The reduction in office supplies is possible by printing more stationary/business cards in black & white instead of color, and by modifying a past practice of ordering business cards, name plates, etc for part time staff, etc.

The City is also reducing the technology budget by \$30,000. The city will be deferring the purchase of replacement computers for an additional year. Computers will only be purchased on an emergency basis. A portion of the savings comes from a deferral in the purchase of replacement computer servers. The impact of not purchasing new computer servers is that the equipment warranty will expire.

In addition to the cost savings discussed above, there are a number items that are not included in the upcoming two-year budget due to the lack of available funding. A few items are:

- Replacement of Library Servers
- Purchase of new voice mail system
- Improving connectivity between city hall and other city facilities
- City wide wifi
- Full time Accountant

Fund Name	FUND	P/NP	PROJECTED TOTAL FY 2010-11 BUDGET	PROPOSED FY 2011- 2012	PROPOSED FY 2012- 2013	PROPOSED FY 2013- 2014	PROPOSED FY 2014- 2015
General Fund	10000	Personnel	136,600	124,459	126,326	128,221	130,144
		Non-Personnel	1,503,574	1,192,182	1,192,735	1,210,626	1,228,785
	10000 Total		1,640,174	1,316,641	1,319,061	1,338,847	1,358,929
General Fund Total			\$ 1,640,174	\$ 1,316,641	\$ 1,319,061	\$ 1,338,847	\$ 1,358,929
Development Services	34001	Personnel	3,307	3,551	3,604	3,658	3,713
		Non-Personnel	0	0	0	0	0
	34001 Total		3,307	3,551	3,604	3,658	3,713
Development Services Total			\$ 3,307	\$ 3,551	\$ 3,604	\$ 3,658	\$ 3,713
EMS/Paramedic	36001	Personnel	3,557	3,545	3,598	3,652	3,707
		Non-Personnel	0	0	0	0	0
	36001 Total		3,557	3,545	3,598	3,652	3,707
EMS/Paramedic Total			\$ 3,557	\$ 3,545	\$ 3,598	\$ 3,652	\$ 3,707
Internal Service	60000	Personnel	0	0	0	0	0
		Non-Personnel	63,467	63,501	63,501	64,454	65,420
	60000 Total		63,467	63,501	63,501	64,454	65,420
	60002	Personnel	489,258	450,060	456,811	463,663	470,618
		Non-Personnel	366,503	356,183	341,275	346,394	351,590
	60002 Total		855,761	806,243	798,086	810,057	822,208
	60003	Personnel	93,725	52,620	53,409	54,210	55,024
		Non-Personnel	401,017	423,239	449,276	433,913	440,421
	60003 Total		494,742	475,859	502,685	488,123	495,445
Internal Services Total			\$ 1,413,970	\$ 1,345,603	\$ 1,364,272	\$ 1,362,634	\$ 1,383,073
Special Revenue	37007	Non-Personnel	0	0	0	0	0
	37007 Total		0	0	0	0	0
Special Revenue Total			\$ -	\$ -	\$ -	\$ -	\$ -
Redevelopment	33001	Personnel	66,274	71,778	72,855	73,948	75,057
		Non-Personnel	20,722	25,674	25,858	26,246	26,640
	33001 Total		86,996	97,453	98,713	100,194	101,697
	47000	Personnel	26,437	33,293	33,792	34,299	34,814
		Non-Personnel	0	0	0	0	0
	47000 Total		26,437	33,293	33,792	34,299	34,814
	50002	Non-Personnel	687,464	685,625	687,500	697,813	708,280
	50002 Total		687,464	685,625	687,500	697,813	708,280
Redevelopment Total			\$ 800,897	\$ 816,371	\$ 820,006	\$ 832,306	\$ 844,790
Special Revenue	26002	Personnel	0	0	0	0	0
		Non-Personnel	2,796	0	0	0	0
	26002 Total		2,796	0	0	0	0
Special Revenue - Grants Total			\$ 2,796	\$ -	\$ -	\$ -	\$ -
Water	71000	Personnel	101,279	108,285	109,909	111,558	113,231
		Non-Personnel	12,730	31,816	31,816	32,293	32,778
	71000 Total		114,009	140,101	141,725	143,851	146,009
Water Total			\$ 114,009	\$ 140,101	\$ 141,725	\$ 143,851	\$ 146,009

Fund Name	FUND	P/NP	PROJECTED TOTAL FY 2010-11 BUDGET	PROPOSED FY 2011- 2012	PROPOSED FY 2012- 2013	PROPOSED FY 2013- 2014	PROPOSED FY 2014- 2015
Sewer	72000	Personnel	44,014	61,726	59,607	60,501	61,408
		Non-Personnel	56,699	56,773	56,853	57,706	58,571
72000 Total			100,713	118,499	116,460	118,207	119,980
Sewer Total			\$ 100,713	\$ 118,499	\$ 116,460	\$ 118,207	\$ 119,980
Grand Total			\$ 4,079,424	\$ 3,744,311	\$ 3,768,726	\$ 3,803,154	\$ 3,860,202

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Community and Personnel Services Department FY 2011-2013



Community & Personnel Services Budget Adjustments FY 2011-12/2012-13

The Community and Personnel Services Department was tasked with a budget reduction goal of \$25,000 and was able to exceed the target. Staff is recommending that the Youth Activity Center (YAC) programming be contracted out to the YMCA. The partnership with the YMCA is anticipated to be a win-win situation for both the City and the YMCA. The City would be able to decrease its programming and part-time staffing costs by approximately \$42,500, while the YMCA would obtain an additional facility in order to expand their services. The YMCA is experienced and capable of providing the type of programming the community, staff and the Community Services Commission expect. The YMCA will be providing a proposal that will be reviewed at the May 2011 Community Services Commission meeting. (The contracting of YAC programming will result in the reallocation of full-time costs previously allocated to the YAC to other Community Services funds.)

In addition to contracting out the programming at the YAC, staff anticipates increases in revenues in FY 2011-2013 due to increases in Contract Classes and Facility Rentals. Currently there are eight (8) proposals for new contract classes. However, with the pending renovation of the Hart Park House, there will be limited space to add new classes. Nonetheless, staff anticipates revenues to increase with minor increases to expenditures.

Similarly, staff expects revenues for rentals of the Sierra Madre Room to increase drastically in the next fiscal year and for the Hart Park House the year after. Additional expenditures (namely part-time staff) are already covered in the cost of the rental.

In the Personnel/Risk Management fund, the City reduced the insurance premiums by shifting earthquake insurance of Water infrastructure directly to the Water Fund; canceling the earthquake insurance on City Hall and Police/Fire Buildings; and choosing not to pay down the rolling-retro liability that resulted from the JPIA change in funding models.

In addition to the cost savings discussed above, there are a number of items that were not included in the upcoming two-year budget due to lack of funding.

Complete replacement of tables and chairs in the Hart Park House (replacing only what is necessary)	\$25,000
Replacement of various pool equipment	<u>\$20,500</u>
	\$55,000

A part-time analyst position to assist within the Personnel Division was also not included in the budget. (Estimated cost \$30,000 annually.)

Fund Name	FUND	P/NP	PROJECTED TOTAL FY 2010-11 BUDGET	PROPOSED FY 2011- 2012	PROPOSED FY 2012- 2013	PROPOSED FY 2013- 2014	PROPOSED FY 2014- 2015
General Fund	10000	Personnel	238,829	207,278	210,275	213,429	216,631
		Non-Personnel	39,863	31,265	30,265	30,719	31,180
	10000 Total		278,692	238,543	240,540	244,148	247,810
General Fund Total			\$ 278,692	\$ 238,543	\$ 240,540	\$ 244,148	\$ 247,810
Internal Services	60003	Personnel	0	0	0	0	0
		Non-Personnel					
	60003 Total		0	0	0	0	0
	60007	Personnel	252,507	289,150	293,487	297,890	302,358
		Non-Personnel	1,124,248	932,800	933,800	947,807	962,024
	60007 Total		1,376,755	1,221,950	1,227,287	1,245,697	1,264,382
Internal Services Total			\$ 1,376,755	\$ 1,221,950	\$ 1,227,287	\$ 1,245,697	\$ 1,264,382
Prop A	37004	Personnel	0	0	0	0	0
		Non-Personnel	183,089	152,767	152,767	155,059	157,384
	37004 Total		183,089	152,767	152,767	155,059	157,384
Prop A Total			\$ 183,089	\$ 152,767	\$ 152,767	\$ 155,059	\$ 157,384
Prop C	37009	Personnel	0	0	0	0	0
		Non-Personnel	61,824	76,835	76,835	77,988	79,157
	37009 Total		61,824	76,835	76,835	77,988	79,157
Prop C Total			\$ 61,824	\$ 76,835	\$ 76,835	\$ 77,988	\$ 79,157
Special Revenue	37001	Non-Personnel	0	0	0	0	0
	37001 Total		0	0	0	0	0
	37003	Non-Personnel	0	0	0	0	0
	37003 Total		0	0	0	0	0
	37005	Non-Personnel	19,950	15,779	11,687	11,862	12,040
	37005 Total		19,950	15,779	11,687	11,862	12,040
	37006	Non-Personnel	50,000	50,000	50,000	50,750	51,511
	37006 Total		50,000	50,000	50,000	50,750	51,511
	37007	Non-Personnel	5,000	5,000	5,000	5,075	5,151
	37007 Total		5,000	5,000	5,000	5,075	5,151
	37008	Non-Personnel	500	0	0	0	0
	37008 Total		500	0	0	0	0
	37010	Non-Personnel	0	0	0	0	0
	37010 Total		0	0	0	0	0
	38003	Non-Personnel	0	0	0	0	0
	38003 Total		0	0	0	0	0
	38010	Non-Personnel	0	0	0	0	0
	38010 Total		0	0	0	0	0
Special Revenue Total			\$ 75,450	\$ 70,779	\$ 66,687	\$ 67,637	\$ 68,703
Business Type	77001	Personnel	164,204	196,545	197,918	200,887	203,900
		Non-Personnel	106,263	106,260	107,863	109,481	111,123
	77001 Total		270,467	302,805	305,781	310,368	315,024
	77002	Personnel	37,265	29,487	29,929	30,378	30,834
		Non-Personnel	82,092	69,148	82,481	83,718	84,974
	77002 Total		119,357	98,635	112,410	114,096	115,807
	77003	Personnel	78,947	64,910	65,884	66,872	67,875

Fund Name	FUND	P/NP	PROJECTED TOTAL FY 2010-11 BUDGET	PROPOSED FY 2011- 2012	PROPOSED FY 2012- 2013	PROPOSED FY 2013- 2014	PROPOSED FY 2014- 2015
Business Type	77003	Non-Personnel	62,611	92,475	93,197	94,595	96,014
	<u>77003 Total</u>		<u>141,558</u>	<u>157,385</u>	<u>159,081</u>	<u>161,467</u>	<u>163,889</u>
	77004	Personnel	38,701	31,749	32,225	32,708	33,199
		Non-Personnel	9,598	9,442	9,914	10,063	10,214
	<u>77004 Total</u>		<u>48,299</u>	<u>41,191</u>	<u>42,139</u>	<u>42,772</u>	<u>43,413</u>
Department Total			\$ 579,682	\$ 600,015	\$ 614,812	\$ 628,703	\$ 638,033
Grand Total			\$ 2,555,491	\$ 2,360,891	\$ 2,383,528	\$ 2,419,281	\$ 2,455,570

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Development Services Department FY 2011-2013



Development Services Budget Adjustments FY 2011-2013

The Development Services Department was tasked with the goal of reducing General Fund expenditures by approximately \$25,000. The Department exceeded the goal.

The Development Services Department reduced expenditures (and thus related General Fund and Redevelopment Agency expenditures) by a total of \$42,500. The proposed budget adjustment includes eliminating one part-time Planning Intern position (previously 2 part-time positions were budgeted) and reducing the budgeted expenditures for contract professional planning services.

The part-time Planning Intern position assists the Department with the day-to-day phone and public counter inquiries regarding the zoning code, scheduling calls for building inspections, and assisting applicants with plan check and building permit applications. A Planning Intern is expected to have some limited land use, planning, and building and safety background from a combination of college education and work experience, which helps to free the Senior Planner, Assistant Planner, and Building Official from some of these tasks in order for them to focus on other assigned project tasks. This position also helps with the Department's project tracking and inspection schedule which corresponds with the new permit software. Leaving this position unfilled may result in increasing the turn-around time for reviewing plan check submittals and processing applications, as these tasks would need to be shared by the full-time staff.

The Development Services budget is also adjusted by eliminating \$25,000 which was set-aside for professional planning services in the FY 09-11 budget. This is normally a contingency amount in the event professional services are necessary, but in order to achieve the requested budget savings it was necessary to eliminate this line item. Staff is concerned that it may be necessary to secure additional professional services if the current trend of increasing development activity continues. If it is necessary to secure additional professional services, whenever possible, staff would require direct reimbursement (including overhead costs) from the applicant as a prerequisite to securing additional assistance.

It is important to discuss the Department workload. Workload will continue to substantially increase with directed strategic plan priorities such as the General Plan update, and pending Housing Element completion, along with increased workload associated with the completion of a new Housing Element, completion of a new Impact Fee report, the Alverno Master Plan, pending large development projects such as the former skilled nursing site, implementation of CRA-related programs, the development of 1 Carter, including potential sale and subdivision of Stonehouse, which is still pending. Statistically, activity in the Department, as measured by the number of building permits/plan checks, has increased by 59% from the previous fiscal year.

Significant additions in the proposed two year budget include funding for a new Housing Element and an Impact Fee report. In addition, given the workload, the temporary two-year Planner position has been extended to a three year temporary position currently budgeted to continue through Fiscal Year 2012-2013.

Fund Name	FUND	P/NP	PROJECTED TOTAL FY 2010-11 BUDGET	PROPOSED FY 2011- 2012	PROPOSED FY 2012- 2013	PROPOSED FY 2013- 2014	PROPOSED FY 2014- 2015
General Fund	10000	Personnel	0	0	0	0	0
		Non-Personnel	0	0	0	0	0
	10000 Total		0	0	0	0	0
General Fund Total			\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Development Services	34001	Personnel	305,948	325,421	330,302	335,257	340,286
		Non-Personnel	195,432	192,653	198,536	201,514	204,537
	34001 Total		501,380	518,074	528,838	536,771	544,823
Development Services Total			\$ 501,380	\$ 518,074	\$ 528,838	\$ 536,771	\$ 544,823
Redevelopment	33001	Personnel	128,424	148,510	150,738	152,999	155,294
		Non-Personnel	369,641	395,707	409,279	415,419	421,650
	33001 Total		498,065	544,217	560,017	568,417	576,944
	47000	Personnel	128,424	129,908	131,857	133,835	135,842
		Non-Personnel	18,478	18,453	18,478	18,755	19,036
	47000 Total		146,902	148,361	150,335	152,590	154,879
	50002	Non-Personnel	0	0	0	0	0
	50002 Total		0	0	0	0	0
Redevelopment Total			\$ 644,967	\$ 692,578	\$ 710,352	\$ 721,007	\$ 731,822
Grand Total			\$ 1,146,347	\$ 1,210,652	\$ 1,239,190	\$ 1,257,778	\$ 1,276,645

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Fire Department FY 2011-2013



Fire Department Budget Adjustments FY 2011-2013

The Fire Department was faced with the challenge of reducing its General Fund (General Fund and EMS fund) budget by a goal of approximately \$60,000. This budget reduction goal, similar to the justification for the Police Department reduction, was based upon linking the increased UUT revenues (from 6% to 10%) to total public safety expenditure increases.

Similar to all Departments, the Fire Department is being impacted by cost increases that are out of the Department's control, specifically gasoline costs and cost allocations.

It is proposed that the cost reductions occur in the following areas:

Budget reductions

• Part Time Wages	\$36,168
• Membership Dues	\$2,500
• Fire Training	\$7,000
• EMS Overtime	<u>\$15,000</u>
	\$60,668

The City now has a history of part-time salary expenditures, covering a few fiscal years, and due to various part-time position vacancies throughout the year, it is possible to reduce part-time wages, and overtime, while not impacting service delivery. The reduction in training will most likely come from eliminating the burn trailer training.

It should be noted that the Budget includes the addition of a full-time paid Captain (\$120,000) in FY 2012-2013. An additional \$35,000 was also included for remodeling of the current Captain's quarters into sleeping quarters.

In addition to the cost savings described above, there are a number of items that are not included in the upcoming two-year budget due to lack of available funding:

Replacing the hung ceiling in the apparatus bay	\$9,000
Resurface the floor in the apparatus bay	<u>\$13,000</u>
	\$57,000

Fund Name	FUND	P/NP	PROJECTED TOTAL FY 2010-11 BUDGET	PROPOSED FY 2011- 2012	PROPOSED FY 2012- 2013	PROPOSED FY 2013- 2014	PROPOSED FY 2014- 2015
General Fund	10000	Personnel	361,986	399,973	535,972	544,012	552,172
		Non-Personnel	355,977	361,082	366,146	371,638	377,213
	10000 Total		717,963	761,055	902,118	915,650	929,385
General Fund Total			\$ 717,963	\$ 761,055	\$ 902,118	\$ 915,650	\$ 929,385
EMS/Paramedic	36001	Personnel	495,894	493,017	500,412	507,918	515,537
		Non-Personnel	305,329	336,644	351,295	356,564	361,913
	36001 Total		801,223	829,660	851,707	864,482	877,450
EMS/Paramedic Total			\$ 801,223	\$ 829,660	\$ 851,707	\$ 864,482	\$ 877,450
Special Revenue	36002	Non-Personnel	2,101	2,101	2,101	2,133	2,165
	36002 Total		2,101	2,101	2,101	2,133	2,165
Special Revenue Total			\$ 2,101	\$ 2,101	\$ 2,101	\$ 2,133	\$ 2,165
Business Type	76000	Personnel	15,658	0	0	0	0
		Non-Personnel	23,462	0	0	0	0
	76000 Total		39,120	0	0	0	0
	77004	Personnel	8,488	4,983	5,058	5,133	5,210
		Non-Personnel	0	0	0	0	0
	77004 Total		8,488	4,983	5,058	5,133	5,210
Business Type Total			\$ 47,608	\$ 4,983	\$ 5,058	\$ 5,133	\$ 5,210
Grand Total			\$ 1,568,895	\$ 1,597,799	\$ 1,760,983	\$ 1,787,398	\$ 1,814,209

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Library Services Department FY 2011-2013



Library Budget Adjustments FY 2011-2013

While other Departments were provided with cost reduction goals, the Library was requested to determine if any cost saving alternatives were possible without reducing hours of service to the community. Over the years the Library has endeavored to find grants, seek donations, and relied on dwindling State funds. In the end, it was not possible to further reduce the Library's General Fund expenditures, without reducing the number of hours the Library is open to the public, so no major changes are anticipated.

Historically, the Library Department reduced its expenditures in 2006 when the Library Technology Grant was expended, while maintaining increased services in support of citywide projects such as the delivery of documents online and updating the City website with information submitted by other departments. The Department also extends City provided customer service hours an average of 24 ½ hours per week because it is open on Saturday and evening hours when City Hall is closed to the public. As stated previously, a reduction in the Library's operating budget is not being recommended for the 2011-2013 budget because it would require the elimination of one day of service per week; from six to five days. This would provide the public with fewer hours to examine agenda packets, maps, reports, and other public information; and negatively impact access by students to resources they need for school at a time when schools are drastically reducing or eliminating library services.

However, the Library Department has reduced Internal Services/Facilities expenditures (and thus related General Fund expenditures) approximately \$24,000 by funding technology purchases from reserves in the California Library Foundation funds (two computer servers (2003), 2 desktop computers for the Children's Library (2003; 2004) and 2 laptops (2003) would be replaced).

The Library is also deferring needed expenditures because of the lack of available funding. Unless grant or other funding is secured, a sampling of the items not included in the upcoming two-year budget includes: Purchasing a portable scanner for the Archivist to use in the field; a sound system that is more portable and easy to use for programs held on-site; new furniture for the computer lab; and staffing service level increases.

Portable Scanner for use in the field by the Archivist	\$500
Sound System for library programs held on-site	\$750
New furniture for computer lab	\$12,600
Technology (Servers, computers and laptops)	\$24,000
1 part-time Library Technician to 1 full-time Librarian position (web/technology)	\$54,000
2 part-time Librarians to 1 full-time Librarian position	<u>\$28,000</u>
	\$119,850

Fund Name	FUND	P/NP	PROJECTED TOTAL FY 2010-11 BUDGET	PROPOSED FY 2011- 2012	PROPOSED FY 2012- 2013	PROPOSED FY 2013- 2014	PROPOSED FY 2014- 2015
General Fund	10000	Personnel	649,735	679,179	689,367	699,707	710,203
		Non-Personnel	115,757	139,280	139,280	141,369	143,490
	10000 Total		765,492	818,459	828,647	841,077	853,693
General Fund Total			\$ 765,492	\$ 818,459	\$ 828,647	\$ 841,077	\$ 853,693
Internal Services	60003	Personnel	83,725	82,558	83,796	85,053	86,329
		Non-Personnel	0	0	0	0	0
	60003 Total		83,725	82,558	83,796	85,053	86,329
Internal Services Total			\$ 83,725	\$ 82,558	\$ 83,796	\$ 85,053	\$ 86,329
Special Revenue	39001	Personnel	0	0	0	0	0
		Non-Personnel	12,898	0	0	0	0
	39001 Total		12,898	0	0	0	0
	39002	Non-Personnel	8,700	0	0	0	0
	39002 Total		8,700	0	0	0	0
	39003	Personnel	0	0	0	0	0
		Non-Personnel	3,820	0	0	0	0
	39003 Total		3,820	0	0	0	0
39004	Non-Personnel	7,793	0	0	0	0	
39004 Total		7,793	0	0	0	0	
Special Revenue Total			\$ 33,211	\$ 0	\$ 0	\$ 0	\$ 0
Grand Total			\$ 882,428	\$ 901,017	\$ 912,443	\$ 926,130	\$ 940,022

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Village of the Foothills
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Police Department **FY 2011-2013**



Police Department Budget Adjustments FY 2011-2013

The Police Department was faced with the challenge of reducing its General Fund budget by a goal of approximately \$300,000. The total reduction was necessitated by many external and internal factors; the first factor was the effect of State budget reductions, as described later in this section. The second influencing factor was the overall increase in Department expenditures such as Workers' Compensation and gasoline costs. The third influencing factor was the City's effort to maintain the UUT rate at 10% instead of increasing to the maximum 12%. As has been stated previously, the three year increase in the UUT (8%, 10% and 12%) was linked to the three year increase in Police Department salaries. The third year of salary increases occurred, while the third increase in the UUT rate did not occur. An attempt is being made to equate the increase in the UUT revenues (the increase between 6% and 10%) to the increase in Public Safety expenditures.

Finally, the Department was faced with increasing fee schedules from several of the contract vendors. For example, with the loss of State revenues many of the normal services that were previously provided to local police departments have either been eliminated or the County is now charging for those services. The most pertinent example will be the booking of prisoners into the Los Angeles County jail system. Previously there was no charge to process, transport, and house Sierra Madre Police Department prisoners (that were unable to be housed at the Pasadena Police Department jail) in the Los Angeles County Jail system.

As mentioned previously, State budget reductions are also impacting the Department. For example, the potential loss of the Cops Grant which brings an additional \$100,000 of funding for the prevention of crime. As we continue to monitor the State budget deliberations, we can only estimate now that the Cops Grant will either be eliminated or the city will receive approximately 50% of the normal allocation. This has a direct effect on policing services within the City of Sierra Madre. In order to be as conservative as possible, the budget assumes no State COPS funding.

The reduction of the Police Department budget by \$300,000 leaves few options within the department that enables it to continue to operate as efficiently as it has over the past two years and provide the best possible public safety service to the community. Much consideration was given to the various options, including the impact of eliminating full-time positions and the impacts of service level reductions.

After much consideration, it was determined that the City's recent experience with part-time sworn and non-sworn personnel provided the greatest flexibility in scheduling staff, providing coverage, while keeping costs low, and the recommendation is to maintain most current part-time staff while freezing two full-time positions. The two full time positions that are proposed to be frozen for the next two year period are positions that are not, or will not be occupied, and do not result in the lay-off of any full-time staff. (The Police Chief's retirement at the end of this calendar year, and a current full-time Officer vacancy.)

The following savings reflect the majority of the budget reduction for the Police Department:

	2011-2012	2012-2013
Captain - Six Month Sal/Benefit Savings	\$104,427.75	\$0.00
Captain Position Salary Savings	\$0.00	\$208,875.00
P-T Lieutenants Positions Extended in 2012	\$0.00	(\$109,512.00)
One Full Time Officer Vacancy Frozen	\$75,000.00	\$75,000.00
One Part-time Officer Position Frozen	\$31,349.95	\$31,349.95
Outside Police Services Eliminated	\$10,000.00	\$10,000.00
Reduction in Overtime	\$100,000.00	\$100,000.00
Total Reduction to the police budget	\$320,777.70	\$315,712.95

With the proposed part-time and full-time staffing level and the support of Reserves and other volunteers, it is anticipated that it will not be necessary to expend \$10,000 for Outside Police Services (for example, these funds are not anticipated to be spent this fiscal year), and a reduction in overtime is also anticipated.

The Police Department is also currently exploring possible cost saving options related to animal control services, which could reduce the amount spent for contract services, while providing acceptable animal services to the community. If any of the options appear to be viable, Staff will return with information at a future Council meeting.

In addition to the cost savings discussed above, there are a number of items that are not included in the upcoming two-year budget due to lack of available funding.

- Unfreeze the full time Captain position - \$313,302.75
- Unfreeze the full time Police Officer position - \$157,000.00
- Unfreeze the 4th part time Police Officer position - \$42,327.00
- Utilizing a part-time Records Clerk instead of a full time Records Clerk \$28,512.00
- Replacement of Police Vehicle Computers (MDC) \$27,000.00
- Replacement of Outdated Taser Cartridges (\$8,000.00)
- Addition of two Reserve Police Officers, due to processing and equipment cost. - \$10,350.00
- Replacement of only two of the four Radar Units - \$6,000.00
- Inability to send employees to training that is not reimbursed by the State.- \$5,000.00
- Reduction of overtime to thoroughly investigate cases \$35,000.00

Fund Name	FUND	P/NP	PROJECTED TOTAL FY 2010-11 BUDGET	PROPOSED FY 2011- 2012	PROPOSED FY 2012- 2013	PROPOSED FY 2013- 2014	PROPOSED FY 2014- 2015
General Fund	10000	Personnel	3,562,644	3,436,885	3,320,474	3,370,281	3,420,835
		Non-Personnel	390,648	427,308	445,345	452,025	458,805
	10000 Total		3,953,292	3,864,193	3,765,818	3,822,306	3,879,640
General Fund Total			\$ 3,953,292	\$ 3,864,193	\$ 3,765,818	\$ 3,822,306	\$ 3,879,640
Special Revenue	35001	Personnel	2,716	0	0	0	0
		Non-Personnel	388	428	449	456	463
	35001 Total		3,104	428	449	456	463
	35002	Non-Personnel	2,401	2,401	2,401	2,437	2,474
	35002 Total		2,401	2,401	2,401	2,437	2,474
	35003	Non-Personnel	2,101	2,101	2,101	2,133	2,165
	35003 Total		2,101	2,101	2,101	2,133	2,165
	35005	Personnel	12,316	0	0	0	0
		Non-Personnel	87,883	0	0	0	0
	35005 Total		100,199	0	0	0	0
Special Revenue Total			\$ 107,885	\$ 4,930	\$ 4,951	\$ 5,025	\$ 5,101
Business Type	77004	Personnel	0	0	0	0	0
		Non-Personnel	0	0	0	0	0
	77004 Total		0	0	0	0	0
Business Type Total			\$ -	\$ -	\$ -	\$ -	\$ -
Grand Total			\$ 4,061,097	\$ 3,869,123	\$ 3,770,770	\$ 3,827,331	\$ 3,884,741

City of Sierra Madre, California

Village of the Foothills
2007 All-America City Recipient



Public Works Department **FY 2011-2013**



Public Works Budget Adjustments FY 2011-2013

The Public Works Department was faced with the challenge of reducing its General Fund budget by a goal of approximately \$24,000. It is proposed that the Public Works department reduce expenditures by freezing a full-time Facilities Maintenance Worker position. Leaving this position vacant reduces Internal Services/Facilities expenditures (and thus related General Fund expenditures) approximately \$24,000. The position was vacated by an employee who resigned to accept employment elsewhere, so it will not be necessary to lay-off a full-time employee. Leaving the Facilities Maintenance Worker unfilled may result in delays in departmental response to building facility maintenance requests or diversion of other field staff members away from other duties in order to meet facilities' needs.

Public Works has also provided relief to the Internal Services/Facilities Fund by re-allocating Downtown Assessment District Expenditures from Internal Services/Facilities to the Community Redevelopment Agency. This re-allocation will result in a reduction of Internal Service/Facilities Fund expenditures of approximately \$50,000. It is noted however, that if the State eliminates redevelopment agencies, or modifies eligible expenditures, these savings will not be realized.

Finally, Public Works has reduced its General Fund direct expenditures by \$22,270 with a combination of measures, including a slight level of service reduction by the City's park maintenance contractor.

In addition to the cost savings measures discussed above, there are a number of items that are not included in the upcoming two-year budget due to lack of available funding. A few of the major items are:

Installation of rollup doors on water shop (Increase accessibility and security)	\$15,000
Installation of maintenance yard security improvement measures	
Replace spreading grounds/maintenance yard security fencing	\$50,000
Install Security Cameras	\$6,500
Install Main Gate keypad	<u>\$2,000</u>
	\$58,500
Purchase of telescopic boom lift (Hanging flags, banners, high-reach building maintenance)	\$60,000
Remodel of Public Works Maintenance Office	<u>\$35,000</u>
	\$168,500

Fund Name	FUND	P/NP	PROJECTED TOTAL FY 2010-11 BUDGET	PROPOSED FY 2011- 2012	PROPOSED FY 2012- 2013	PROPOSED FY 2013- 2014	PROPOSED FY 2014- 2015
General Fund	10000	Personnel	187,603	193,569	195,244	198,173	201,146
		Non-Personnel	114,780	142,729	144,148	146,310	148,505
	10000 Total		302,383	336,298	339,393	344,483	349,651
General Fund Total			\$ 302,383	\$ 336,298	\$ 339,393	\$ 344,483	\$ 349,651
Assessment Districts	32001	Non-Personnel	7,972	8,252	8,665	8,795	8,927
	32001 Total		7,972	8,252	8,665	8,795	8,927
	32002	Non-Personnel	28,754	28,777	28,889	29,322	29,762
	32002 Total		28,754	28,777	28,889	29,322	29,762
	32003	Non-Personnel	1,741	1,747	1,757	1,783	1,810
	32003 Total		1,741	1,747	1,757	1,783	1,810
	32004	Non-Personnel	0	0	0	0	0
	32004 Total		0	0	0	0	0
	32005	Non-Personnel	15,037	15,127	15,439	15,670	15,905
	32005 Total		15,037	15,127	15,439	15,670	15,905
	32006	Non-Personnel	8,196	8,256	8,365	8,491	8,618
	32006 Total		8,196	8,256	8,365	8,491	8,618
	32007	Non-Personnel	22,784	22,859	23,171	23,518	23,871
	32007 Total		22,784	22,859	23,171	23,518	23,871
	32008	Non-Personnel	16,963	16,960	17,033	17,289	17,548
	32008 Total		16,963	16,960	17,033	17,289	17,548
	32009	Non-Personnel	1,667	1,676	1,690	1,715	1,741
	32009 Total		1,667	1,676	1,690	1,715	1,741
	32010	Non-Personnel	461	92	96	97	98
	32010 Total		461	92	96	97	98
Assessment Districts Total			\$ 103,575	\$ 103,748	\$ 105,104	\$ 106,681	\$ 108,281
Gas Tax	38005	Personnel	112,105	88,978	90,313	91,668	93,043
		Non-Personnel	89,925	206,211	204,926	208,000	211,120
	38005 Total		202,030	295,189	295,239	299,668	304,163
	38009	Non-Personnel	102,998	853	0	0	0
	38009 Total		102,998	853	0	0	0
Gas Tax Total			\$ 305,028	\$ 296,042	\$ 295,239	\$ 299,668	\$ 304,163
Internal Services	60000	Personnel	85,137	82,047	83,278	84,527	85,795
		Non-Personnel	568,827	643,515	678,932	689,116	699,453
	60000 Total		653,964	725,562	762,210	773,643	785,247
	60001	Personnel	153,803	130,095	132,046	134,027	136,038
		Non-Personnel	1,579,001	1,828,243	1,824,147	1,851,509	1,879,281
	60001 Total		1,732,604	1,958,338	1,956,193	1,985,536	2,015,319
Internal Services Total			\$ 2,386,568	\$ 2,683,900	\$ 2,718,403	\$ 2,759,179	\$ 2,800,566
Prop C	37009	Non-Personnel	175,000	49,881	49,881	50,629	51,389
	37009 Total		175,000	49,881	49,881	50,629	51,389
Prop C Total			\$ 175,000	\$ 49,881	\$ 49,881	\$ 50,629	\$ 51,389
Special Revenue	37002	Non-Personnel	1,442	1,439	1,450	1,472	1,494
	37002 Total		1,442	1,439	1,450	1,472	1,494
	37005	Non-Personnel	0	0	0	0	0
	37005 Total		0	0	0	0	0
	38001	Non-Personnel	0	0	0	0	0
	38001 Total		0	0	0	0	0

Fund Name	FUND	P/NP	PROJECTED TOTAL FY 2010-11 BUDGET	PROPOSED FY 2011- 2012	PROPOSED FY 2012- 2013	PROPOSED FY 2013- 2014	PROPOSED FY 2014- 2015
Special Revenue	38002	Personnel	0	0	0	0	0
		Non-Personnel	0	0	0	0	0
	<u>38002 Total</u>		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	38003	Personnel	0	0	0	0	0
		Non-Personnel	5,368	31,781	31,970	32,449	32,936
	<u>38003 Total</u>		<u>5,368</u>	<u>31,781</u>	<u>31,970</u>	<u>32,449</u>	<u>32,936</u>
	38004	Personnel	59,423	40,211	40,815	41,427	42,048
		Non-Personnel	46,584	120,879	121,631	123,456	125,307
	<u>38004 Total</u>		<u>106,007</u>	<u>161,090</u>	<u>162,446</u>	<u>164,882</u>	<u>167,356</u>
	38006	Non-Personnel	15,000	5,369	5,369	5,450	5,531
<u>38006 Total</u>		<u>15,000</u>	<u>5,369</u>	<u>5,369</u>	<u>5,450</u>	<u>5,531</u>	
38007	Non-Personnel	105,000	95,038	95,038	96,464	97,911	
<u>38007 Total</u>		<u>105,000</u>	<u>95,038</u>	<u>95,038</u>	<u>96,464</u>	<u>97,911</u>	
<u>Special Revenue Total</u>			\$ 232,817	\$ 294,715	\$ 296,273	\$ 300,717	\$ 305,228
Redevelopment	33001	Personnel	7,509	13,802	14,009	14,219	14,432
		Non-Personnel	151,481	151,481	151,481	153,753	156,060
	<u>33001 Total</u>		<u>158,990</u>	<u>165,283</u>	<u>165,490</u>	<u>167,972</u>	<u>170,492</u>
	47000	Personnel	7,509	8,156	8,278	8,403	8,529
<u>47000 Total</u>		<u>7,509</u>	<u>8,156</u>	<u>8,278</u>	<u>8,403</u>	<u>8,529</u>	
<u>Redevelopment Total</u>			\$ 166,499	\$ 173,439	\$ 173,768	\$ 176,375	\$ 179,021
Special Revenue_Grants	28001	Non-Personnel	2,437			0	0
	<u>28001 Total</u>		<u>2,437</u>			<u>0</u>	<u>0</u>
	28002	Non-Personnel	0	0	0	0	0
	<u>28002 Total</u>		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	28003	Non-Personnel	0	0	0	0	0
	<u>28003 Total</u>		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	28004	Non-Personnel	0	0	0	0	0
	<u>28004 Total</u>		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>Special Revenue_Grants Total</u>			\$ 2,437	\$ -	\$ -	\$ -	\$ -
Water	71000	Personnel	627,598	726,141	737,032	748,088	759,309
		Non-Personnel	2,587,238	2,720,183	2,860,883	2,903,796	2,947,353
	<u>71000 Total</u>		<u>3,214,836</u>	<u>3,446,324</u>	<u>3,597,915</u>	<u>3,651,884</u>	<u>3,706,662</u>
	71001	Non-Personnel	22,885	0	0	0	0
	<u>71001 Total</u>		<u>22,885</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	71002	Non-Personnel	4,094	0	0	0	0
<u>71002 Total</u>		<u>4,094</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
<u>Water Total</u>			\$ 3,241,815	\$ 3,446,324	\$ 3,597,915	\$ 3,651,884	\$ 3,706,662
Sewer	72000	Personnel	433,927	442,011	448,640	455,370	462,201
		Non-Personnel	628,678	687,576	550,923	559,187	567,575
	<u>72000 Total</u>		<u>1,062,605</u>	<u>1,129,587</u>	<u>999,564</u>	<u>1,014,557</u>	<u>1,029,775</u>
<u>Sewer Total</u>			\$ 1,062,605	\$ 1,129,587	\$ 999,564	\$ 1,014,557	\$ 1,029,775
Grand Total			\$ 7,978,727	\$ 8,513,936	\$ 8,575,540	\$ 8,704,173	\$ 8,834,735