



INTERNAL SERVICE FUNDS

CITY OF DIAMOND BAR
SPECIAL FUNDS BUDGET
FY 2016-17

FUND TYPE:	Internal Svc
FUNCTION:	Self Insurance
FUND #:	510

SELF INSURANCE FUND

FUND DESCRIPTION:

This fund was established in accordance with Resolution #89-53. The resolution states the City will establish a self-insurance reserve fund. The purpose of the fund shall be to pay all self-assumed losses and related costs. Contributions to the fund shall be pro-rata from all other City funds afforded protection under the program based upon each of the funds exposure to liability.

		FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
		Actual	Adjusted	Projected	Adopted
ESTIMATED RESOURCES					
25500	Approp Fund Balance	1,001,373	1,007,034	1,007,034	1,000,000
36100	Interest Revenue	5,661	6,000	6,000	6,000
39001	Transfer in - General Fund	198,935	311,409	409,300	436,216
TOTAL		1,205,969	1,324,443	1,422,334	1,442,216
OTHER EXPENDITURES					
4081-47200	Insurance Expenditures	13,397	16,500	14,984	16,500
4081-47210	Insurance Deposits	185,538	300,909	407,351	425,716
Total Other Exp.		198,935	317,409	422,335	442,216
FUND BALANCE RESERVE					
25500	Fund Balance Reserve	1,007,034	1,007,034	1,000,000	1,000,000
Total Fund Balance Res.		1,007,034	1,007,034	1,000,000	1,000,000
TOTAL		1,205,969	1,324,443	1,422,334	1,442,216

**CITY OF DIAMOND BAR
 SELF INSURANCE FUND (510)
 BUDGET DISCUSSION
 FY 2016-17**

TOTAL RESOURCE BUDGET **\$1,442,216**

ESTIMATED RESOURCES

Approp Fund Balance	Amount Budgeted:	1,000,000
Estimated Based on Projections		1,000,000

Interest Revenue (36100)	Amount Budgeted:	6,000
Based on history		6,000

Transfer In - General Fund (39001)	Amount Budgeted:	436,216
Transfer In		436,216

TOTAL EXPENDITURE BUDGET **\$442,216**

OTHER EXPENDITURES

Insurance Expenditures (47200)	Amount Budgeted:	16,500
Crime Insurance Renewal		1,500
Property Insurance		15,000

Insurance Deposits (47210)	Amount Budgeted:	425,716
Liability & Workers Compensation Insurance		420,436
Pollution Liability Insurance		5,280

FUND BALANCE RESERVES

Reserve (25500)	Amount Budgeted:	1,000,000
		1,000,000

CITY OF DIAMOND BAR
SPECIAL FUNDS BUDGET
FY 2016-17

FUND TYPE:	Internal Svc
FUNCTION:	Equip Maint & Repl
FUND #:	520

VEHICLE MAINTENANCE & REPLACEMENT FUND

FUND DESCRIPTION:

This fund was established in FY99-00 to incorporate a method for the eventual replacement of the City's vehicles and associated equipment. The vehicles and equipment will be capitalized over its useful life expectancy. Beginning with FY 2015/16 the fleet fuel and maintenance costs will also be tracked in this fund. The necessary funds to cover the costs incurred are transferred from the General Fund.

	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	Actual	Adjusted	Projected	Adopted
ESTIMATED RESOURCES				
25500 Fund Balance, Beginning of Year	447,927	830,246	830,246	601,746
36100 Investment Revenue	3,296	5,000	6,000	5,000
39001 Transfer in - General Fd	400,000	-	-	-
TOTAL	851,223	835,246	836,246	606,746
OPERATING EXPENSE				
4090-42310 Fuel - General Government	-	5,000	14,000	-
4093-42310 Fuel - Civic Center	-	-	-	15,000
5230-42310 Fuel - Neighborhood Improv	-	4,000	1,500	2,000
5310-42310 Fuel - Comm Services	-	12,000	9,000	10,000
5554-42310 Fuel - Public Works	-	10,000	6,000	8,000
4090-42203 Vehicle Maint - Gen Gov't	-	2,000	10,000	10,000
5230-42203 Vehicle Maint - NI	-	2,000	1,000	2,000
5310-42203 Vehicle Maint - Comm Services	-	12,500	11,500	11,500
5554-42203 Vehicle Maint - Public Works	-	2,000	1,500	2,000
4090-42215 Depreciation Expense	20,977	15,000	20,000	25,000
	20,977	64,500	74,500	85,500
CAPITAL OUTLAY				
4090-46100 Auto Equipment	-	158,683	160,000	55,200
	-	158,683	160,000	55,200
FUND BALANCE RESERVE				
25500 Fund Balance, End of Year	830,246	612,063	601,746	466,046
Total Fund Balance Res.	830,246	612,063	601,746	466,046
TOTAL	851,223	835,246	836,246	606,746

Exhibit Vehicles History	June 30, 2014	June 30, 2015
Vehicles Values	272,607	328,755
Depreciation	208,146	229,123
Net Book Values (Restricted)	64,461	99,632

**CITY OF DIAMOND BAR
VEHICLE MAINTENANCE & REPLACEMENT FUND
FY 2016-17**

TOTAL RESOURCE BUDGET		\$606,746
ESTIMATED RESOURCES		
Fund Balance (25500) Based on beginning fiscal year	Amount Budgeted:	601,746
	601,746	
Interest Revenue (36100) Based on History	Amount Budgeted:	5,000
	5,000	
Transfer In - General Fd (39001)		-
TOTAL EXPENDITURE BUDGET		\$140,700
OPERATING EXPENDITURES		
Depreciation Expense (4090-42215) Annual Depreciation	Amount Budgeted:	25,000
	25,000	
Fuel (4093-42310) Fuel - Pool Cars	Amount Budgeted:	15,000
	15,000	
Fuel (5230-42310) Fuel - Neighborhood Improvement	Amount Budgeted:	2,000
	2,000	
Fuel (5310-42310) Fuel - Community Services	Amount Budgeted:	10,000
	10,000	
Fuel (5554-42310) Fuel - Public Works	Amount Budgeted:	8,000
	8,000	
Vehicle Maintenance (4090-42203) Vehicle Maintenance - Pool Cars	Amount Budgeted:	10,000
	10,000	
Vehicle Maintenance (5230-42203) Vehicle Maintenance - Neighborhood Improvement	Amount Budgeted:	2,000
	2,000	
Vehicle Maintenance (5310-42203) Vehicle Maintenance - Community Services) Service to 2000 Ford Econovan	Amount Budgeted:	11,500
	10,000 1,500	
Vehicle Maintenance (5554-42203) Vehicle Maintenance - Public Works	Amount Budgeted:	2,000
	2,000	
CAPITAL OUTLAY		
Auto Equipment (46100) Equipment Purchase Generator for 2015 Ford F-450 Vehicle(s) Purchase Replace 2000 GEM Car Replace 1997 Ford F-250	Amount Budgeted:	55,200
	4,700 10,500 40,000	
FUND BALANCE RESERVES		
Restricted Fund Balance (25500) Fund Balance, End of Year	Amount Budgeted:	466,046
	466,046	

CITY OF DIAMOND BAR
SPECIAL FUNDS BUDGET
FY 2016-17

FUND TYPE:	Internal Svc
FUNCTION:	Equip Maint/Replcmt
FUND #:	530

EQUIPMENT MAINTENANCE & REPLACEMENT FUND

FUND DESCRIPTION:

This fund has been established to assist the City in funding and anticipating various equipment replacement and/or enhancements. The equipment will be capitalized over the life expectancy and the amount will be transferred into this fund from the General Fund.

		FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
		Actual	Adjusted	Projected	Adopted
ESTIMATED RESOURCES					
25500	Fund Balance, Beginning of Year	669,056	729,509	729,509	698,009
36100	Investment Revenue	1,524	2,500	2,500	2,500
39001	Transfer in - General Fund	316,000	155,000	255,000	147,400
	TOTAL	986,580	887,009	987,009	847,909
OPERATING EXPENDITURES					
4070-42215	Depreciation - Expense	133,984	45,000	134,000	135,000
	Total Operating Exp	133,984	45,000	134,000	135,000
CAPITAL OUTLAY					
46230	Computer Equip-Hardware	123,087	142,000	142,000	134,400
46235	Computer Equip-Software		13,000	13,000	13,000
46235	Comp Equip - Software C/O				
	Total Capital Outlay	123,087	155,000	155,000	147,400
FUND BALANCE RESERVE					
25500	Fund Balance, End of Year	729,509	687,009	698,009	565,509
	Total Fund Balance Res.	729,509	687,009	698,009	565,509
	TOTAL	986,580	887,009	987,009	847,909

Exhibit Computer Equipment History		June 30, 2014	June 30, 2015
	Computer Equipment Value	578,345	658,618
	Depreciation	103,740	237,724
	Net Book Values (Restricted)	474,605	420,894

**CITY OF DIAMOND BAR
EQUIPMENT MAINTENANCE & REPLACEMENT FUND
BUDGET DISCUSSION
FY 2016-17**

TOTAL RESOURCE BUDGET	\$847,909	
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ESTIMATED RESOURCES

Interest Revenue (36100)	Amount Budgeted:	2,500	
		2,500	
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Transfer In - General Fund (39001)	Amount Budgeted:	147,400	
Transfer In - General Fund (for Computers)		147,400	
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Fund Balance Reserves	Amount Budgeted:	698,009	
Unrestricted Fund Balance Reserves		698,009	

TOTAL EXPENDITURE BUDGET	\$282,400	
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OPERATING EXPENDITURES

Depreciation Exp (42215)	Amount Budgeted:	135,000	
Existing Hardware		135,000	
New Hardware (assumed .50 year)			

CAPITAL OUTLAY

Computer Equip-Hardware (46230)	Amount Budgeted:	134,400	
Printer Replacements (8 Units:11-16 yrs old)		7,000	
Laptop Replacements (6 Units)		14,400	
Copier Replacment (1 Unit)		18,000	
Network Replacements (numerous units)		65,000	
Server refresh (2 servers)		30,000	
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Computer Equip-Software (46235)	Amount Budgeted:	13,000	
Updated Aerial Photography (GIS)		5,000	
Pavement & Traffic Software (PW)		3,000	
Adobe CS6 (PIO)		5,000	

FUND BALANCE RESERVES

Fund Balance (25500)	Amount Budgeted:	565,509	
Fund Balance Reserves		565,509	

CITY OF DIAMOND BAR
SPECIAL FUNDS BUDGET
FY 2016-17

FUND TYPE:	Internal Svc
FUNCTION:	Equip Replacemnt
FUND #:	540

BUILDING FACILITY & MAINTENANCE FUND

FUND DESCRIPTION:

This fund was established in FY12-13 to incorporate a method to fund the eventual replacement of equipment at City Hall. The primary revenue source in this fund is rebates received from Southern California Edison from the installation of solar panels at City Hall.

		FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
		Actual	Adjusted	Projected	Adopted
ESTIMATED RESOURCES					
25500	Unrestricted Fund Balance	119,134	379,892	379,892	592,892
36100	Interest Income	1,209	3,000	3,000	3,000
36760	Solar Incentive Revenue	9,549	10,000	10,000	10,000
39001	Transfer In - General Fund	250,000	-	200,000	-
TOTAL		379,892	392,892	592,892	605,892
OPERATING EXPENSE					
4090-42215	Depreciation Expense	-	-	-	-
CAPITAL OUTLAY					
4093-46410	Capital Improvements	-	-	-	48,200
					48,200
TRANSFERS OUT					
9915-49250	Transfer Out - CIP Fund	-	-	-	137,500
9915-49250	Transfer Out - CIP Fund Carryover	-	-	-	-
					137,500
FUND BALANCE RESERVE					
25500	Restricted Fund Balance	-	-	-	-
25500	Unrestricted Fund Balance	379,892	392,892	592,892	420,192
Total Fund Balance Res.		379,892	392,892	592,892	420,192
TOTAL		379,892	392,892	592,892	605,892

**CITY OF DIAMOND BAR
BUILDING FACILITY & MAINTENANCE FUND
FY 2016-17**

TOTAL RESOURCE BUDGET		\$605,892	
ESTIMATED RESOURCES			
Restricted Fund Balance (25500)	Amount Budgeted:		-
Book Value of Equipment		-	
Unrestricted Fund Balance (25500)	Amount Budgeted:		592,892
Estimated Based on Projections		592,892	
Interest Income (36100)	Amount Budgeted:		3,000
Estimated Based on Projections		3,000	
Solar Incentive Revenue (36760)			10,000
Solar Incentive Revenue from SCE		10,000	
Transfer In - General Fund			-
Transfer In - General Fund		-	
TOTAL EXPENDITURE BUDGET		\$185,700	
OPERATING EXPENDITURES			
Depreciation Expense (4090-42215)	Amount Budgeted:		-
Annual Depreciation		-	
CAPITAL OUTLAY			
Capital Improvements	Amount Budgeted:		48,200
Replace Windmill Room Door to Storeroom		1,000	
Replace Tile in 1st Floor Boys Bathroom		25,000	
Paint Wood Fascia @ City Hall/Library Entrances		5,000	
Painting Outdoors at CH-Entrances, light poles & tubular fencing		7,500	
Painting Indoors at City Hall/Library		9,700	
City Hall	4,000		
Library	4,000		
Willow Room	850		
Windmill Room	850		
TRANSFER OUT			
Transfer Out - CIP Fund (9915-49250)	Amount Budgeted:		137,500
DBC Restore Roofing		137,500	
Transfer Out - CIP Fund Carryovers (9915-49250)	Amount Budgeted:		-
None		-	
FUND BALANCE RESERVES			
Restricted Fund Balance (25500)	Amount Budgeted:		-
Year End Book Value of Equipment		-	
Unrestricted Fund Balance (25500)	Amount Budgeted:		420,192
Based on Budget-Unrestricted		420,192	

