



City of La Puente California

**ANNUAL BUDGET
FOR THE FISCAL YEAR
ENDED JUNE 30, 2023**

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Fiscal Year 2022-2023

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INTRODUCTION



City Manager's Message

Fiscal Year 2022-2023

Dear Honorable Mayor, Members of the City Council and Citizens of La Puente,

It is my honor to submit to you the adopted Budget and Capital Improvement Program for the fiscal year ending June 30, 2023. The following pages are not merely an assemblage of numbers, but rather a depiction of our collective values and objectives. Much like its predecessors, this document calls for the continued provision of the services upon which our residents rely daily, such as sewer, traffic signals and streetlights, animal control, and emergency services. What sets this budget apart, however, is the bold vision it presents for the future. Contained herein is a decisive plan of action, with concrete funding to address the most pressing concerns in our community, including homelessness, rising crime, education and training, and the improvement of public roadways and recreational facilities.

CITYWIDE BUDGETARY POSITION

The combined expenditure budget for all funds totals \$45,751,800, including \$13,429,200 dedicated to capital improvements, and the combined revenue forecast is \$40,753,700.

GENERAL FUND BUDGET OVERVIEW

The General Fund is the City's largest fund. It finances the majority of day-to-day operations and can be used for any legitimate governmental purpose. The General Fund operating budget for Fiscal Year 2022-2023 is balanced, with expenditures set equal to revenues at \$18,794,500. General Fund capital expenditures are slated for continued park facility projects, and are appropriated at \$640,000, financed by existing fund balance.

GENERAL FUND SIGNIFICANT TRENDS

The Consumer Price Index (CPI), a common measure of inflation, has risen by 8.00% in the Los Angeles area over the past 12 months (source: US Bureau of Labor Statistics). This macroeconomic phenomenon is likely to continue into the new fiscal year, and its effect has been incorporated into this budget.

The majority of General Fund revenues are derived from sales taxes and property taxes. These sources are subject to the influence of inflation in the local retail and housing markets, creating a positive effect for the City's revenue budget. Sales and Use Tax and Measure LP, both transactions taxes based on consumption, are expected to increase by 6% and 19%, respectively, in comparison to the Fiscal Year 2021-2022 budgeted amounts. Combined, these two revenue sources total over \$7.3 million and account for 39% of General Fund revenues. Property Tax, the other largest contributor to the fund, also demonstrates a healthy expected increase of 6% year-over-year.

The effect of inflation is also evident on the expenditure side of the City's budget. General Fund operating expenditures are budgeted 7% higher than Fiscal Year 2021-2022, a modest increase when expanded service levels are taken into consideration.

BUDGET YEAR PRIORITIES AND GOALS

The City's largest areas of priority for the Fiscal Year 2022-2023 budget can be broken down into two main categories: 1) public safety and 2) infrastructure improvements. The following paragraphs describe in greater detail how these goals are connected with budgetary resources:

Public Safety

Providing a safe community in which to live, work, and play is the City's most pressing concern. As crime rates surge throughout California, La Puente remains more committed than ever to protecting the lives and property of its residents. The FY 2022-2023 budget maintains Deputy Sheriff staffing levels equal to those of the previous fiscal year, including ten (10) Special Assignment Officer (SAO) positions. This specialized unit focuses on targeted enforcement of gang crimes, violent felonies, and other matters determined by the City. In total, \$8,695,800 has been appropriated in the General Fund for the contract with the L.A. County Sheriff.

In order to extend the reach of local law enforcement, included in this budget is funding for increased private security services at La Puente Park and City facilities over nighttime and weekend hours. Technology is also being employed to combat crime, and this budget also contains funding for Automated License Plate Reader (ALPR) cameras in the amount of \$200,000. These cameras will be installed at strategic locations throughout La Puente, and will assist in the recovery of fugitives and stolen vehicles.

Capital Infrastructure Improvements

The capital improvements that make up the La Puente Park Master Plan continue to be a significant priority in Fiscal Year 2022-2023. Over \$5.0 million in state grant funds have been appropriated in this year's Capital Improvement Program (CIP) to finish off construction of the renovated La Puente Park facilities. The park now offers a soccer field, fitness courts, new playgrounds for distinct age groups, and native trees and vegetation.

Numerous streets and roadways throughout the City are in disrepair and require paving and resurfacing techniques to restore them to their proper condition. The Fiscal Year 2022-2023 Budget and CIP contains over \$4.9 Million dollars appropriated for several street resurfacing projects, financed by a matrix of bond funds and special revenue funds. This is an important long term investment that will allow for safe, efficient transportation for years to come.

Municipal government facilities have also been subject to decades of deferred maintenance, and this year's budget seeks to address this. \$1 million has been earmarked for a renovation of the City Council Chambers located at City Hall, and \$607,000 is budgeted for energy efficient improvements to all City-owned buildings.

Quality of Life Enhancements

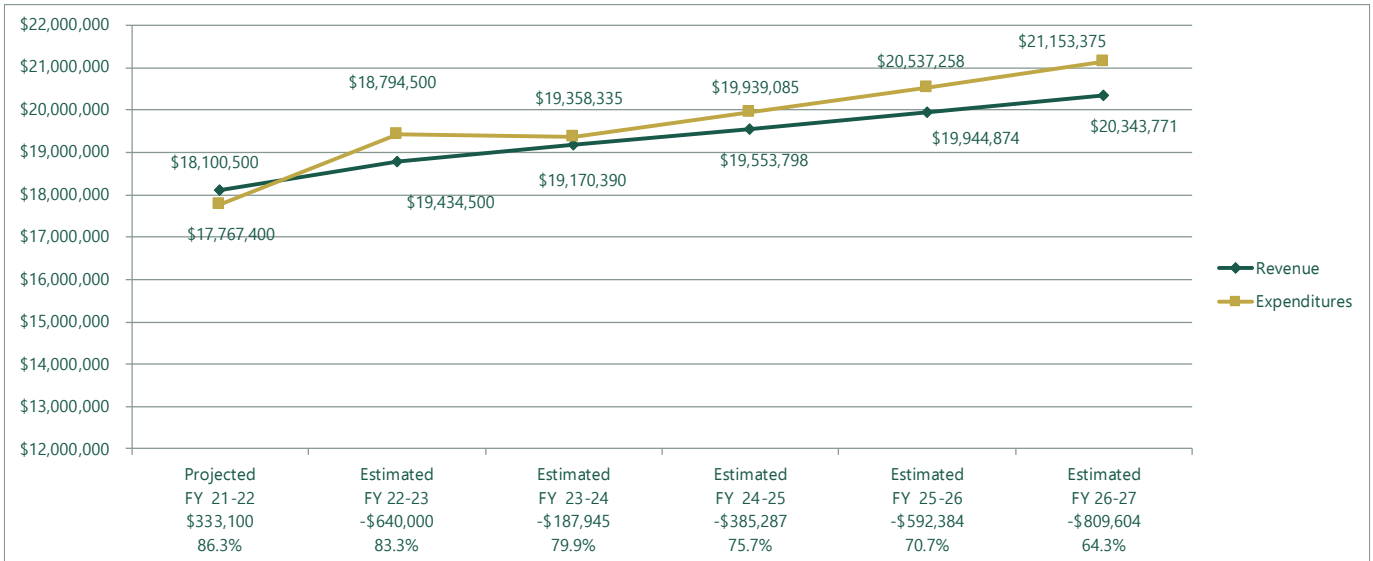
Over \$3.9 million is allocated in this budget from the American Rescue Plan Act (ARPA) fund for enhancements to the quality of life of La Puente residents. Programs budgeted under this umbrella include neighborhood beautification, business grants, and support to local non-profit organizations including youth sports leagues and food pantries. Resources are also offered through the City's diversion program to assist unhoused individuals and vulnerable populations.

LONG TERM PRIORITIES AND STRATEGIES

The Fiscal Year 2022-2023 budget includes a contribution of \$100,000 for the Section 115 Pension Trust. This payment will be made from the General Fund and financed by current year revenues. Saving money in this trust will allow the opportunity for prudent investment and gains, helping to pay for pension costs in the long term.

LONG-TERM OUTLOOK

The City maintains five year operating projections for revenues and expenditures. These forecasts provide management and elected officials with a baseline for analyzing trends. City policy dictates the adoption of a balanced budget each year, maintaining the structural integrity of fund balances. If operating expenditures exceed revenues in any given year, fund balance is required to subsidize the shortfall. Consistent use of fund balance to finance ongoing agency operations can deplete resources in the long run, and avoiding this necessity is an important part of the City’s financial strategy. A noteworthy exception is the utilization of fund balance for the purpose of capital improvement (CIP) projects, which are one-time investments in the community’s long-term viability. The graph below offers a depiction of the City’s five year revenue and expenditure predictions, highlighting the potential consequences that could ensue if the City did not maintain a balanced budget.



GENERAL FUND RESERVES

The City’s budget policy requires that the City maintain an undesignated, unappropriated reserve amount of at least 25% of annual general fund budgeted expenditures. This means that that the City must have in savings funds worth at least 25% of one year’s expenditures. The Government Finance Officer’s Association recommends maintaining a 40% ratio as a measure of protection against future periods of declining revenues. Fiscal Year 2022-2023 ending reserve balance is forecasted to be \$16,124,400 or 86% of budgeted general fund expenditures. These robust reserves can lessen the impact of reductions in revenue due to recessions and other disruptions to the economic cycle. According to the California State Auditor’s Office, the City of La Puente ranks 24th best out of all cities in the Los Angeles/Orange County region for the strength of its General Fund reserves. The City attained a perfect “30 out of 30” point score.

CONCLUSION

As you read through the Fiscal Year 2022-2023 Budget, I invite you to envision for yourself the role these numbers play in shaping the future that La Puente deserves. Critical investments in infrastructure, parks, community-based organizations, and public safety are positioned to result in a healthier, more vibrant tomorrow for all of our families.

I would like to thank the City Council for its steadfast commitment to fiscal sustainability, and its leadership in adopting a budget that addresses matters of such local importance. My gratitude is further extended to the City's Executive Management for their contributions to the development of this document, as well as the Budget Team including Troy Grunklee, CPA, Director of Administrative Services and Alex Merkel Medina, Finance Manager.

My final and most important acknowledgement is reserved for the citizens of La Puente. The pride with which you participate in civic life is an example to communities everywhere, and it is my honor to serve you daily.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Robert Lindsey", with a long horizontal flourish extending to the right.

Robert Lindsey
City Manager



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of La Puente
California**

For the Fiscal Year Beginning

July 01, 2021

Christopher P. Morill

Executive Director

RESOLUTION NO. 22-5717

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA PUENTE, CALIFORNIA, APPROVING THE RECOMMENDED BUDGET AND CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEAR 2022-2023

WHEREAS, in accordance with Section 2.08.060 of the La Puente Municipal Code, the City Manager has prepared and submitted to the City Council the Fiscal Year 2022-2023 Recommended Budget and Capital Improvement Program; and

WHEREAS, the City Council, as the legislative body of the City, has reviewed and accepted the Recommended Budget and Capital Improvement Program; and

WHEREAS, the City Council has determined that it is necessary for the efficient management of the City that certain sums of revenue of the City be appropriated to the various departments and activities of the City.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LA PUENTE HEREBY FINDS, DETERMINES AND RESOLVES AS FOLLOWS:

Section 1. That certain document on file in the office of the City Clerk of the City of La Puente marked and designated "Adopted Budget FY 2022-2023" has been prepared and submitted by the City Manager, and accepted by the City Council, and is hereby adopted.

Section 2. That the amounts designated, on file in the City Clerk's office and incorporated herein by reference are hereby appropriated from the revenue and unappropriated fund balance of the City of La Puente to the department, fund or activity of the City for which they are designated, and such appropriation shall be neither increased nor decreased except as provided herein.

Section 3. That the legal level of budgetary control shall be at the fund level and total appropriations for each fund may only be increased or decreased by the City Council by passage of a resolution amending the budget.

Section 4. That the following controls are hereby placed on the use and transfer of budget funds:

A. No expenditure of funds shall be authorized unless sufficient funds have been appropriated by the City Council or City Manager as described below:

i. The City Manager may authorize all transfers of funds from account to account within any department.

ii. The City Manager may authorize transfers of funds between departments within the same fund.

iii. The City Manager may delegate to Department Heads the authority to make budget transfers within their own departments.

iv. The City Manager may authorize budget adjustments involving offsetting revenues and expenditures; the City Manager may authorize increases or decreases in an appropriation for a specific purpose where the appropriation is offset by unbudgeted revenue, which is designated for said specific purpose.

B. The City Manager may authorize the expenditure of funds for purchasing and contracts in conformance with Section 2.20 (Purchasing) of the La Puente Municipal Code.

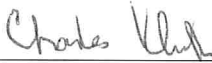
C. The City Manager may authorize change orders on public works contracts in amounts not to exceed ten percent (10%) of contract amounts if sufficient appropriated funds are available.

Section 6. The provisions of this Resolution are severable and if any provision, clause, sentence, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstances, such illegality, invalidity, unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, sections, words or parts thereof of the Resolution or their applicability to other persons or circumstances.

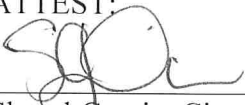
Section 7. That the City Clerk shall certify to the adoption of this Resolution and that the same shall be in full force and effect.

PASSED, APPROVED AND ADOPTED this 16th day of May, 2022, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:



Charlie Klinakis, Mayor

ATTEST:


Sheryl Garcia, City Clerk

La Puente City Council



City Management Team

City Manager

Robert Lindsey

Director of Development Services

John DiMario

Director of Community Services

Alex Bauman

City Attorney

Victor Ponto

City Clerk

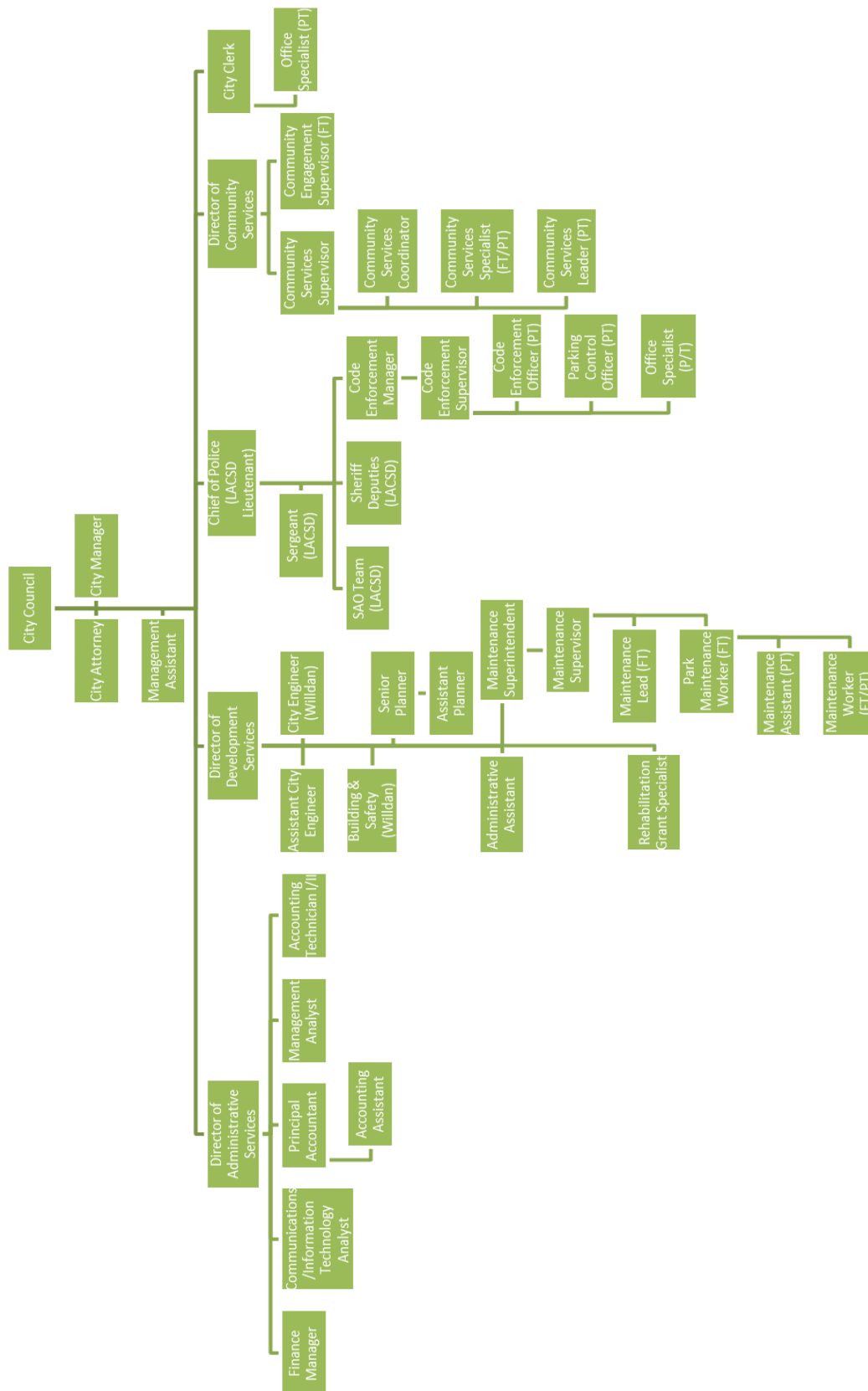
Sheryl Garcia, MMC, CPM

Director of Administrative Services

Troy Grunklee, CPA

City of La Puente Organizational Structure

Fiscal Year 2022-2023



La Puente at a Glance

Fiscal Year 2022-2023

The City of La Puente is located 20 miles east of downtown Los Angeles in the San Gabriel Valley. The community is predominantly residential, and has a population of 37,303. Commercial areas are located primarily along major thoroughfares, and industrial use accounts for less than five percent (5%) of the City's 3.5 square mile land area. The City is situated near the 10, 60, and 605 Freeways, facilitating access to all regions of southern California.

The City was incorporated on August 1, 1956; however, the history of the area began several centuries prior. The word *Puente* means "bridge" in Spanish, and refers to an early bridge built across the San Jose Creek by members of the Portola-Serra expedition in 1769 as they surveyed the region for Spain. A modernized version of the bridge can be seen in the City's colorful seal.

The modern-day community of La Puente began in 1841 when European settlers arrived by wagon train from New Mexico and obtained title to the huge 48,000 acre Rancho La Puente. During the 1930s, the area was famous for its fruit and walnut groves. The largest walnut packing plant in the world was located in the City.

The City of La Puente is a general law city governed by a five-member City Council. The City Council holds its regular meetings every second and fourth Tuesday of the month at 7:00 p.m. in the City Council Chambers at City Hall. The City is organized into several departments, including: General Governmental, Development Services, Community Services, Public Safety and Administrative Services. The City contracts for law enforcement, fire, engineering and building services, and public works services. The City operates various facilities to serve the community, including a Community Center, Youth Learning Activity Center, Senior Center, La Puente Park, and Nature Education Center.

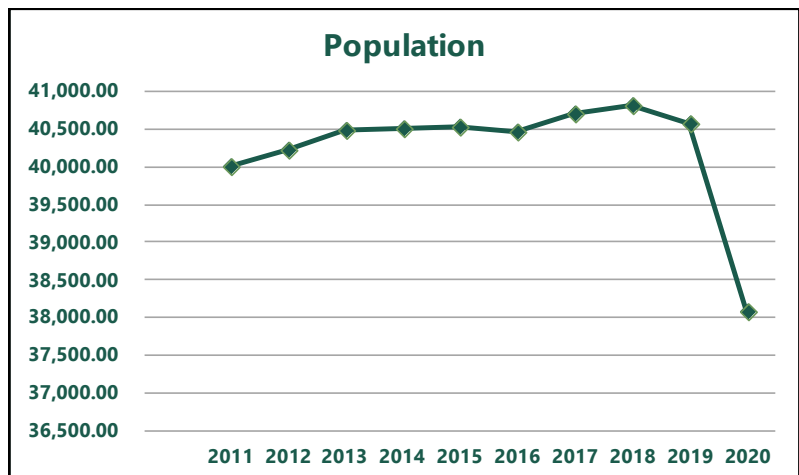
City of La Puente Demographics and Data

- **Incorporated Area** 3.5 square miles
- **Sphere of Influence Area** 0.96 square miles (742 acres)
- **Population**

2021 Estimate :
37,303

2020 Census:
38,062

Percent Change:
5.00% decrease in
population since
2011



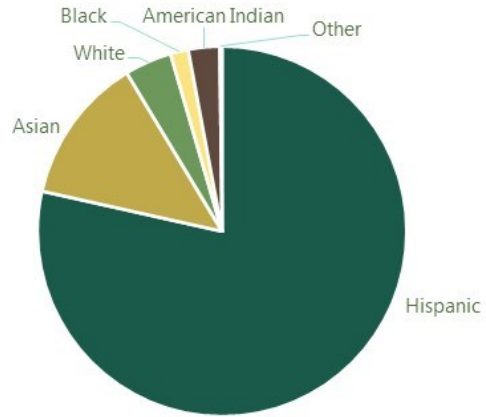
La Puente at a Glance

Fiscal Year 2022-2023

City of La Puente Demographics and Data

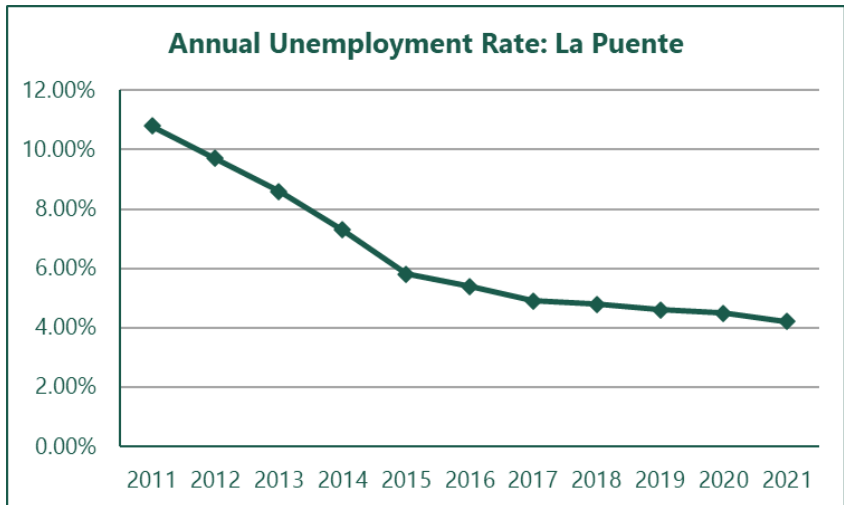
- Population by Ethnic Group**

| | |
|-----------------|-------|
| Hispanic | 79.9% |
| Asian | 13.1% |
| White | 4.2% |
| Black | 1.6% |
| American Indian | 2.8% |
| Other | 0.2% |



- 2021 Unemployment Rate:** 4.2%
- Percent Change in Unemployment Rate last 10 years:** 61.10% reduction

| Annual Unemployment Rate | |
|--------------------------|--------|
| 2011 | 10.80% |
| 2012 | 9.70% |
| 2013 | 8.60% |
| 2014 | 7.30% |
| 2015 | 5.80% |
| 2016 | 5.40% |
| 2017 | 4.90% |
| 2018 | 4.80% |
| 2019 | 4.60% |
| 2020 | 4.50% |
| 2021 | 4.20% |



La Puente at a Glance

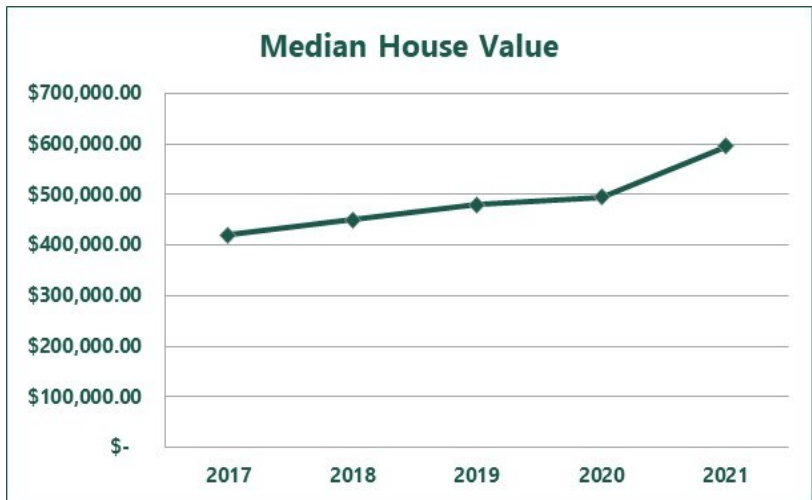
Fiscal Year 2022-2023

City of La Puente Data

- Housing**

| | |
|---------------------------------------|--------------------------|
| Dwelling Units | 9,350 |
| Median Value | \$595,000 |
| Percent Change of Median House Values | 16.55% increase in value |

| Annual Median House Value | |
|---------------------------|-----------|
| 2017 | \$420,000 |
| 2018 | \$450,000 |
| 2019 | \$480,000 |
| 2020 | \$495,000 |
| 2021 | \$595,000 |



- Schools**

Private School Facilities in the City of La Puente:

- St. Joseph Elementary School
- St. Louis of France School

Bassett Unified School District Facilities:

- Bassett Senior High School

Hacienda/La Puente Unified School District Facilities:

- Fairgrove Academy School
- Nelson Elementary School
- Workman Elementary School
- Lassalette Middle School
- Sierra Vista Middle School
- La Puente High School

Rowland Unified School District Facilities:

- Hurley Elementary School

La Puente at a Glance

Fiscal Year 2022-2023

City of La Puente Data

| TOP 10 EMPLOYERS | |
|-------------------------|------------------|
| Business Name | No. of employees |
| Bodega Latina Corp | 121 |
| Northgate Market | 109 |
| Alert Insulation Co Inc | 88 |
| Walmart | 80 |
| Food 4 Less # 369 | 75 |
| McDonald's | 68 |
| Ed Butts Ford | 63 |
| Big Saver Foods # 12 | 60 |
| Ross Dress For Less | 46 |
| Merrit's Hardware | 41 |
| In n Out Burgers # 7 | 40 |

Parks and Landscape Areas

Public Parks

2

Sports Fields

2 baseball fields, 2 softball fields, and 2 multi-purpose fields

Departmental Performance Indicators

Fiscal Year 2022-2023

In Fiscal Year 2019-2020, the City of La Puente began a systematic program of tracking and analyzing objective operational measurements for each functional department. This program is in its third year of existence.

| DEVELOPMENT SERVICES | FY 2019-2020 | FY 2020-2021 | FY 2021-2022 |
|--|---------------------|---------------------|---------------------|
| Engineering Permits Issued | 174 | 157 | 185 |
| Building Permits Issued | 452 | 1,146 | 1,295 |
| Planning/Zoning Permits Issued | 204 | 246 | 219 |
| Trees Trimmed | 896 | 964 | 1,754 |
| Housing Loans Issued | 1 | 2 | 1 |
| Housing grants issued | 8 | 8 | 3 |
| COMMUNITY SERVICES | | | |
| Enrollment in Recreation Programs (number of participants) | 1,300 | - | 754 |
| Senior Meals Served | 10,400 | 3,024 | 5,100 |
| Child Meals Served | 12,042 | 32,756 | 38,862 |
| PUBLIC SAFETY / CODE ENFORCEMENT | | | |
| Citations Issued | 5,736 | 6,737 | 11,567 |
| CITY CLERK | | | |
| Public Records Act Requests Responded To | 108 | 120 | 160 |
| City Council Meetings | 34 | 37 | 27 |
| Certificates of Recognition Prepared | 80 | 50 | 131 |
| ADMINISTRATIVE SERVICES | | | |
| Payments Issued (number of payments) | 2,476 | 2,639 | 2,671 |
| Employees Hired | 17 | 21 | 70 |

*Recreation programs were halted in FY20-21 due to COVID-19. Resumed in FY21-22.

**Senior Meal Program converted into Great Plates Delivered Program



GUIDE TO THE BUDGET



What is the Budget?

Fiscal Year 2022-2023

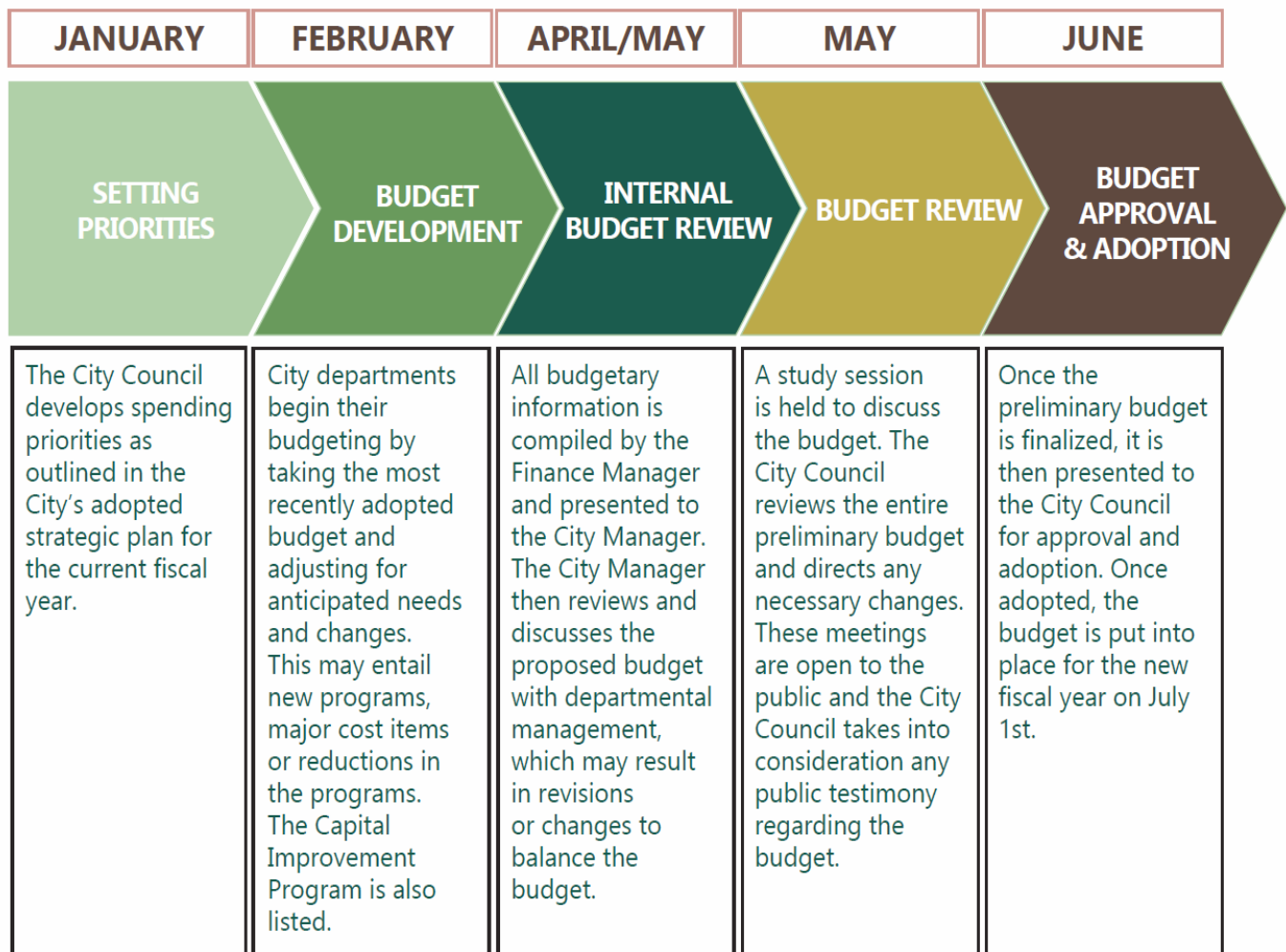
The La Puente City Council adopts the City's budget annually. The budget is valid for one fiscal year, beginning on July 1st and terminating on June 30th of the subsequent calendar year. All City funds are appropriated in the budget.

The City of La Puente's annual budget is designed to serve four major purposes:

1. **Policy Document** - budget appropriations are the legal authority allowing the City to expend public resources. The budget also represents the City Council's goals and priorities for the year,
2. **Financial Plan** - expenditure, revenue, and fund balance estimates are presented. These can be compared to actual results throughout the year, monitoring the City's financial condition.
3. **Operations Guide** - staff decisions on programming, hiring, and purchasing are made throughout the year. Frequent reference is made to the budget, ensuring that decisions are financially viable and reflective of the City Council's policy,
4. **Communications Device** - the budget allows City staff and elected officials a medium for communicating financial and operational information with the various stakeholders in the community. The budget should focus on transparency in public finance..

Budget Process

Fiscal Year 2022-2023



Once the annual budget is adopted, it may be amended at any time throughout the fiscal year. Budget Amendments may be requested by any department. They are prepared by the Administrative Services Department, approved by the City Manager, and presented to City Council if adoption is required, pursuant to the terms of Fiscal Policy 4 on the following page.

Fiscal Policies

Fiscal Year 2022-2023

1. The City's budget shall reflect the goals, values, and priorities of the City Council and is the foundation upon which the operations of the City are planned.
2. The City will ensure that it adopts a General Fund budget in which operating expenditures do not exceed revenues and recurring transfers-in (a *balanced* budget).
3. The City will endeavor to maintain a financially balanced and stable budget to minimize the effects of economic fluctuation. Each adopted budget will be balanced by using transfers and/or loans from other funds if necessary. Budgeted revenues with transfers/loans will be greater than or equal to total appropriated expenditures. The Annual Comprehensive Financial Report (ACFR) confirms the adoption of a balanced budget and notes any variances.
4. The City Council approves total budgeted appropriations that are prepared by fund, program, and activity. Three levels of budgetary control authority are established as follows: (1) department heads have the authority to transfer appropriations from one object account to another within activities and programs within the same fund; (2) the City Manager is authorized to transfer appropriations between activities and programs within the same fund; and (3) the City Council approves any appropriation amendments between funds.
5. City budget procedures will conform to state regulations and generally accepted accounting principles.
6. Non-recurring revenues will not be used to fund recurring expenditures on an ongoing basis. One-time revenues shall be used for one-time expenditures, including capital items, and for the establishment of reserve accounts. Recurring revenues will fund the required transfers to the Equipment Maintenance & Replacement and Vehicle Maintenance & Replacement funds.
7. The budget will focus on long term financial strength and stability. The budget will include adequate reserves to provide for unanticipated expenditures. A minimum fund balance reserve will be maintained at 25% of the General Fund operating budget at all times.
8. Capital projects shall comply with the City's General Plan and may be funded with revenues, fund balance, or debt. Capital assets are defined by the adopted Capital Assets Policy using cost-based thresholds.
9. Investments and cash management will be the responsibility of the City Treasurer. The City will consolidate cash balances from all funds in order to maximize investment yields. Adherence to the adopted Investment Policy is required.
10. The City shall comply with its adopted Debt Management Policy at all times. It shall acquire new debt as needed, adhere to established debt limits, follow the set forth protocols for debt administration, and maintain proper records.
11. The City shall comply with its adopted Continuing Disclosure Undertaking Policy at all times in order to maintain conformity with securities laws and regulations relating to outstanding debt.
12. The City shall adhere to its adopted Tax Exempt Debt Policy at all times, ensuring continued compliance with federal tax requirements related to the issuance of municipal debt.
13. The City shall adhere to the expenditure authority limits and bidding procedures outlined in the Procurement Policy.

Summary of Estimated Fund Balances

Fiscal Year 2021-2022

| | Fund Balance June 30, 2021 | Revenues | Operating Expenditures | Capital Improvements | Total Expenditures | Interfund Transfers | | Net Change to Fund Balance | Estimated Fund Balance June 30, 2022 |
|--|-------------------------------|----------------------|---------------------------|-------------------------|-----------------------|---------------------|-------------------|-------------------------------|--|
| | | | | | | Transfers In | Transfers Out | | |
| GENERAL FUND | | | | | | | | | |
| 100 General Fund | \$ 24,925,900 | \$ 17,799,800 | \$ 16,745,100 | \$ 240,000 | \$ 16,985,100 | \$ 300,700 | \$ 782,300 | \$ 333,100 | \$ 25,259,000 |
| Total General Fund | \$ 24,925,900 | \$ 17,799,800 | \$ 16,745,100 | \$ 240,000 | \$ 16,985,100 | \$ 300,700 | \$ 782,300 | \$ 333,100 | \$ 25,259,000 |
| SPECIAL REVENUE FUNDS | | | | | | | | | |
| 200 Gas Tax Fund | \$ - | \$ 1,045,000 | \$ 1,001,500 | \$ - | \$ 1,001,500 | \$ - | \$ - | \$ 43,500 | \$ 43,500 |
| 202 RMRA (SB 1) Fund | 956,400 | 833,200 | 20,200 | 400,000 | 420,200 | - | - | 413,000 | 1,369,400 |
| 203 Measure M Fund | 518,000 | 687,100 | 158,300 | 45,000 | 203,300 | - | 263,600 | 220,200 | 738,200 |
| 205 Measure R Fund | 444,400 | 630,900 | 168,800 | 32,000 | 200,800 | - | 283,700 | 146,400 | 590,800 |
| 210 Proposition A Fund | 825,700 | 1,041,000 | 739,800 | 30,000 | 769,800 | 1,041,000 | - | 271,200 | 1,096,900 |
| 215 Proposition C Fund | 1,797,400 | 822,300 | 54,700 | 18,400 | 73,100 | - | - | 749,200 | 2,546,600 |
| 220 Local Transportation (SB 821) Fund | - | 40,000 | - | 40,000 | 40,000 | - | - | - | - |
| 230 HSIP Grant Fund | - | - | - | - | - | - | - | - | - |
| 240 Supplement Law Enf Fund | - | 161,300 | 137,600 | - | 137,600 | - | 23,700 | - | - |
| 245 JAG Grant | - | 11,500 | 11,500 | - | 11,500 | - | - | - | - |
| 250 Office of Traffic Safety Fund | 20,200 | 300 | - | - | - | - | - | 300 | 20,500 |
| 255 Asset Seizure Fund | 700 | - | 700 | - | 700 | - | - | (700) | - |
| 260 CDBG Program Fund | - | 509,400 | 506,400 | - | 506,400 | - | - | 3,000 | 3,000 |
| 263 American Rescue Plan Act Fund | - | 4,738,300 | 937,000 | 380,000 | 1,317,000 | - | 230,000 | 3,191,300 | 3,191,300 |
| 265 Cal Home Grant Fund | 561,400 | 2,100 | 114,000 | - | 114,000 | - | 8,500 | (120,400) | 441,000 |
| 270 Air Quality Improvement Fund | 59,600 | 53,500 | 1,100 | - | 1,100 | - | - | 52,400 | 112,000 |
| 275 PEG Access Fund | 160,800 | 38,700 | 94,500 | 41,000 | 135,500 | - | - | (96,800) | 64,000 |
| 280 Miscellaneous Grants Fund | (93,100) | 2,893,000 | - | 2,799,900 | 2,799,900 | - | - | 93,100 | - |
| 283 Measure A Safe Parks Fund | - | 480,100 | - | 480,100 | 480,100 | - | - | - | - |
| 284 Measure W Fund | 207,100 | 343,800 | 59,100 | 348,000 | 407,100 | - | - | (63,300) | 143,800 |
| 285 Lighting & Landscaping Fund | 734,400 | 869,300 | 863,600 | - | 863,600 | - | - | 5,700 | 740,100 |
| 290 Housing | 250,300 | 1,200 | - | - | - | 65,100 | - | 66,300 | 316,600 |
| Total Special Revenue Funds | \$ 6,443,300 | \$ 15,202,000 | \$ 4,868,800 | \$ 4,614,400 | \$ 9,483,200 | \$ 65,100 | \$ 809,500 | \$ 4,974,400 | \$ 11,417,700 |
| DEBT SERVICE FUNDS | | | | | | | | | |
| 300 Citywide Debt Service Fund | \$ 14,400 | \$ - | \$ 627,800 | \$ - | \$ 627,800 | \$ 613,400 | \$ - | \$ (14,400) | \$ - |
| 305 Series 2019A Debt Service Fund | - | - | 263,600 | - | 263,600 | 263,600 | - | - | - |
| 310 Series 2019B Debt Service Fund | - | - | 230,400 | - | 230,400 | 230,400 | - | - | - |
| Total Debt Service Funds | \$ 14,400 | \$ - | \$ 1,121,800 | \$ - | \$ 1,121,800 | \$ 1,107,400 | \$ - | \$ (14,400) | \$ - |
| CAPITAL PROJECTS FUNDS | | | | | | | | | |
| 400 Capital Projects Fund | \$ - | \$ 3,759,000 | \$ 100,800 | \$ 3,104,200 | \$ 3,205,000 | \$ 53,300 | \$ - | \$ 607,300 | \$ 607,300 |
| 405 Series 2019A Capital Project Fund | 3,195,800 | 100 | - | 2,130,600 | 2,130,600 | - | - | (2,130,500) | 1,065,300 |
| 410 Series 2019B Capital Project Fund | 2,742,000 | 100 | - | 2,128,900 | 2,128,900 | - | - | (2,128,800) | 613,200 |
| Total Capital Projects Funds | \$ 5,937,800 | \$ 3,759,200 | \$ 100,800 | \$ 7,363,700 | \$ 7,464,500 | \$ 53,300 | \$ - | \$ (3,652,000) | \$ 2,285,800 |
| ENTERPRISE FUNDS | | | | | | | | | |
| 500 Sewer Construction/Mtce Fund | \$ 8,535,600 | \$ 1,369,700 | \$ 945,500 | \$ 12,500 | \$ 958,000 | \$ - | \$ 268,500 | \$ 143,200 | \$ 8,678,800 |
| Total Enterprise Funds | \$ 8,535,600 | \$ 1,369,700 | \$ 945,500 | \$ 12,500 | \$ 958,000 | \$ - | \$ 268,500 | \$ 143,200 | \$ 8,678,800 |
| INTERNAL SERVICE FUNDS | | | | | | | | | |
| 550 Equipment Replacement Fund | \$ 412,700 | \$ 161,800 | \$ 261,700 | \$ - | \$ 261,700 | \$ 114,000 | \$ - | \$ 14,100 | \$ 426,800 |
| 555 Vehicle Mtce/Replacement Fund | 1,083,500 | 188,600 | 473,900 | - | 473,900 | 219,800 | - | (65,500) | 1,018,000 |
| Total Internal Service Funds | \$ 1,496,200 | \$ 350,400 | \$ 735,600 | \$ - | \$ 735,600 | \$ 333,800 | \$ - | \$ (51,400) | \$ 1,444,800 |
| SUCCESSOR AGENCY | | | | | | | | | |
| 610 Successor Agency Fund | \$ (18,084,900) | \$ 601,000 | \$ 1,005,200 | \$ - | \$ 1,005,200 | \$ - | \$ - | \$ (404,200) | \$ (18,489,100) |
| Total Successor Agency | \$ (18,084,900) | \$ 601,000 | \$ 1,005,200 | \$ - | \$ 1,005,200 | \$ - | \$ - | \$ (404,200) | \$ (18,489,100) |

Summary of Estimated Fund Balances

Fiscal Year 2022-2023

| | Estimated | | | | | Interfund Transfers | | Net Change to | Estimated |
|--|------------------------|----------------------|------------------------|----------------------|----------------------|---------------------|-------------------|-----------------------|------------------------|
| | Fund Balance | Revenues | Operating Expenditures | Capital Improvements | Total Expenditures | Transfers In | Transfers Out | | Fund Balance |
| | July 1, 2022 | | | | | | | June 30, 2023 | |
| GENERAL FUND | | | | | | | | | |
| 100 General Fund | \$ 25,259,000 | \$ 18,183,000 | \$ 17,970,200 | \$ 640,000 | \$ 18,610,200 | \$ 611,500 | \$ 824,300 | \$ (640,000) | \$ 24,619,000 |
| Total General Fund | \$ 25,259,000 | \$ 18,183,000 | \$ 17,970,200 | \$ 640,000 | \$ 18,610,200 | \$ 611,500 | \$ 824,300 | \$ (640,000) | \$ 24,619,000 |
| SPECIAL REVENUE FUNDS | | | | | | | | | |
| 200 Gas Tax Fund | \$ 43,500 | \$ 1,162,900 | \$ 1,158,400 | \$ 20,000 | \$ 1,178,400 | \$ - | \$ - | \$ (15,500) | \$ 28,000 |
| 202 RMRA (SB 1) Fund | 1,369,400 | 916,800 | 25,400 | 1,234,000 | 1,259,400 | - | - | (342,600) | 1,026,800 |
| 203 Measure M Fund | 738,200 | 692,500 | 223,700 | 682,000 | 905,700 | - | 262,800 | (476,000) | 262,200 |
| 205 Measure R Fund | 590,800 | 611,400 | 221,000 | 370,000 | 591,000 | - | 288,700 | (268,300) | 322,500 |
| 210 Proposition A Fund | 1,096,900 | 1,033,500 | 1,017,500 | 345,000 | 1,362,500 | - | - | (329,000) | 767,900 |
| 215 Proposition C Fund | 2,546,600 | 819,200 | 77,500 | 1,000,000 | 1,077,500 | - | - | (258,300) | 2,288,300 |
| 220 Local Transportation (SB 821) Fund | - | 20,000 | - | 20,000 | 20,000 | - | - | - | - |
| 230 HSIP Grant Fund | - | 786,000 | - | 786,000 | 786,000 | - | - | - | - |
| 240 Supplement Law Enf Fund | - | 160,000 | 160,000 | - | 160,000 | - | - | - | - |
| 245 JAG Grant | - | - | - | - | - | - | - | - | - |
| 250 Office of Traffic Safety Fund | 20,500 | - | - | - | - | - | - | - | 20,500 |
| 255 Asset Seizure Fund | - | - | - | - | - | - | - | - | - |
| 260 CDBG Program Fund | 3,000 | 446,200 | 445,600 | - | 445,600 | - | - | 600 | 3,600 |
| 263 American Rescue Plan Act Fund | 3,191,300 | 4,738,200 | 3,471,200 | 1,000,000 | 4,471,200 | - | 429,500 | (162,500) | 3,028,800 |
| 265 Cal Home Grant Fund | 441,000 | 2,000 | 155,000 | - | 155,000 | - | 9,000 | (162,000) | 279,000 |
| 270 Air Quality Improvement Fund | 112,000 | 77,000 | 151,700 | - | 151,700 | - | - | (74,700) | 37,300 |
| 275 PEG Access Fund | 64,000 | 35,600 | 28,000 | - | 28,000 | - | - | 7,600 | 71,600 |
| 280 Miscellaneous Grant Fund | - | 5,046,600 | - | 5,046,600 | 5,046,600 | - | - | - | - |
| 283 Measure A - Safe Parks Fund | - | 27,200 | 27,200 | - | 27,200 | - | - | - | - |
| 284 Measure W Fund | 143,800 | 340,500 | 95,000 | - | 95,000 | - | - | 245,500 | 389,300 |
| 285 Lighting & Landscaping Fund | 740,100 | 920,300 | 942,700 | - | 942,700 | - | - | (22,400) | 717,700 |
| 290 Housing | 316,600 | 1,000 | - | - | - | 80,500 | - | 81,500 | 398,100 |
| Total Special Revenue Funds | \$ 11,417,700 | \$ 17,836,900 | \$ 8,199,900 | \$ 10,503,600 | \$ 18,703,500 | \$ 80,500 | \$ 990,000 | \$ (1,776,100) | \$ 9,641,600 |
| DEBT SERVICE FUNDS | | | | | | | | | |
| 300 Citywide Debt Service Fund | \$ - | \$ - | \$ 743,800 | \$ - | \$ 743,800 | \$ 743,800 | \$ - | \$ - | \$ - |
| 305 Series 2019A Debt Service Fund | - | - | 262,800 | - | 262,800 | 262,800 | - | - | - |
| 310 Series 2019B Debt Service Fund | - | - | 235,400 | - | 235,400 | 235,400 | - | - | - |
| Total Debt Service Funds | \$ - | \$ - | \$ 1,242,000 | \$ - | \$ 1,242,000 | \$ 1,242,000 | \$ - | \$ - | \$ - |
| CAPITAL PROJECTS FUNDS | | | | | | | | | |
| 400 Capital Projects Fund | \$ 607,300 | \$ - | \$ 53,500 | \$ 607,100 | \$ 660,600 | \$ 53,300 | \$ - | \$ (607,300) | \$ - |
| 405 Series 2019A Capital Project Fund | 1,065,300 | - | - | 1,065,300 | 1,065,300 | - | - | (1,065,300) | - |
| 410 Series 2019B Capital Project Fund | 613,200 | - | - | 613,200 | 613,200 | - | - | (613,200) | - |
| Total Capital Projects Funds | \$ 2,285,800 | \$ - | \$ 53,500 | \$ 2,285,600 | \$ 2,339,100 | \$ 53,300 | \$ - | \$ (2,285,800) | \$ - |
| ENTERPRISE FUNDS | | | | | | | | | |
| 500 Sewer Construction/Mtce Fund | \$ 8,678,800 | \$ 1,461,000 | \$ 1,101,300 | \$ - | \$ 1,101,300 | \$ - | \$ 268,000 | \$ 91,700 | \$ 8,770,500 |
| Total Enterprise Funds | \$ 8,678,800 | \$ 1,461,000 | \$ 1,101,300 | \$ - | \$ 1,101,300 | \$ - | \$ 268,000 | \$ 91,700 | \$ 8,770,500 |
| INTERNAL SERVICE FUNDS | | | | | | | | | |
| 550 Equipment Replacement Fund | \$ 426,800 | \$ 168,000 | \$ 187,000 | \$ - | \$ 187,000 | \$ 20,000 | \$ - | \$ 1,000 | \$ 427,800 |
| 555 Vehicle Mtce/Replacement Fund | 1,018,000 | 345,200 | 420,000 | - | 420,000 | 75,000 | - | 200 | 1,018,200 |
| Total Internal Service Funds | \$ 1,444,800 | \$ 513,200 | \$ 607,000 | \$ - | \$ 607,000 | \$ 95,000 | \$ - | \$ 1,200 | \$ 1,446,000 |
| SUCCESSOR AGENCY | | | | | | | | | |
| 610 Successor Agency Fund | \$ (18,489,100) | \$ 677,300 | \$ 1,066,400 | \$ - | \$ 1,066,400 | \$ - | \$ - | \$ (389,100) | \$ (18,878,200) |
| Total Successor Agency | \$ (18,489,100) | \$ 677,300 | \$ 1,066,400 | \$ - | \$ 1,066,400 | \$ - | \$ - | \$ (389,100) | \$ (18,878,200) |

Personnel Summary

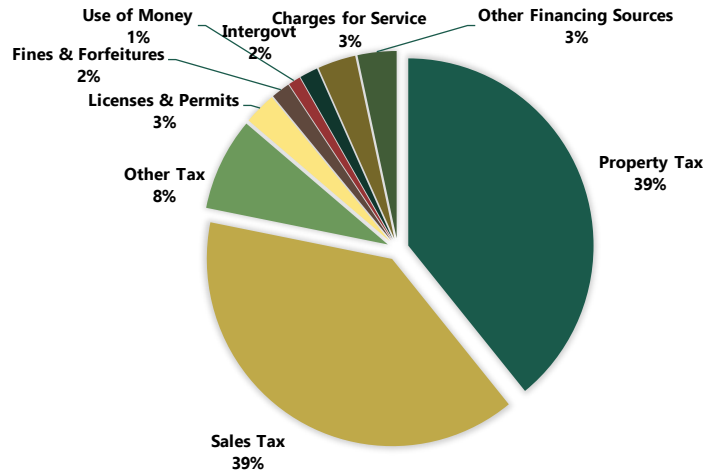
Fiscal Year 2022-2023

| City of La Puente Full-Time Employees Authorized Positions | | | |
|--|--------------|--------------|--------------|
| Job Classification | FY 20-21 | FY 21-22 | FY 22-23 |
| Department: City Manager | | | |
| City Manager | 1.00 | 1.00 | 1.00 |
| Management Analyst | 0.50 | 0.50 | 0.50 |
| Communication/IT Analyst | 1.00 | 1.00 | 1.00 |
| Management Assistant | 0.50 | 0.50 | 0.50 |
| Total City Manager: | 3.00 | 3.00 | 3.00 |
| Department: Administrative Services | | | |
| Director of Administrative Services | 1.00 | 1.00 | 1.00 |
| Finance Manager | 0.00 | 0.00 | 1.00 |
| Principal Accountant | 1.00 | 1.00 | 0.00 |
| Management Analyst | 0.50 | 0.50 | 0.50 |
| Accounting Technician II | 1.00 | 1.00 | 1.00 |
| Accounting Assistant | 2.00 | 2.00 | 2.00 |
| Total Administrative Services: | 5.50 | 5.50 | 5.50 |
| Department: City Clerk | | | |
| City Clerk | 1.00 | 1.00 | 1.00 |
| Management Assistant | 0.50 | 0.50 | 0.50 |
| Total City Clerk: | 1.50 | 1.50 | 1.50 |
| Department: Development Services | | | |
| Director of Development Services | 1.00 | 1.00 | 1.00 |
| Assistant City Engineer | 1.00 | 1.00 | 0.00 |
| Senior Planner | 1.00 | 1.00 | 1.00 |
| Associate Planner | 0.00 | 0.00 | 1.00 |
| Assistant Planner | 1.00 | 1.00 | 0.00 |
| Rehabilitation Grant Specialist | 1.00 | 1.00 | 1.00 |
| Administrative Assistant | 1.00 | 1.00 | 1.00 |
| Maintenance Superintendent | 1.00 | 1.00 | 1.00 |
| Maintenance Supervisor | 1.00 | 1.00 | 1.00 |
| Maintenance Lead | 1.00 | 1.00 | 1.00 |
| Park Maintenance Worker | 1.00 | 2.00 | 2.00 |
| Maintenance Worker | 2.00 | 2.00 | 3.00 |
| Total Development Services | 12.00 | 13.00 | 13.00 |
| Department: Code Enforcement | | | |
| Code Enforcement Manager | 1.00 | 1.00 | 1.00 |
| Code Enforcement Officer | 0.00 | 1.00 | 1.00 |
| Code Enforcement Supervisor | 1.00 | 1.00 | 1.00 |
| Total Code Enforcement: | 2.00 | 3.00 | 3.00 |
| Department: Community Services | | | |
| Director of Community Services | 1.00 | 1.00 | 1.00 |
| Community Services Supervisor | 0.00 | 1.00 | 1.00 |
| Community Engagement Supervisor | 1.00 | 1.00 | 1.00 |
| Community Services Coordinator | 3.00 | 2.00 | 2.00 |
| Community Services Specialist | 2.00 | 2.00 | 2.00 |
| Total Community Services: | 7.00 | 7.00 | 7.00 |
| Department: Community Outreach | | | |
| Community Resource Technician | 0.00 | 1.00 | 2.00 |
| Community Outreach Coordinator | 0.00 | 2.00 | 2.00 |
| Total Community Outreach: | | | |
| Totals | 31.00 | 35.00 | 35.00 |

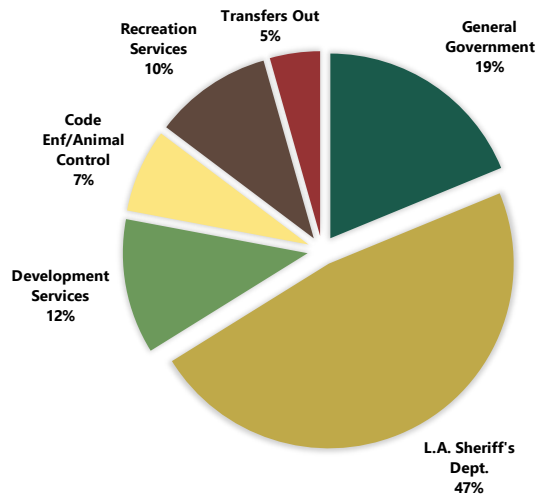
Budget in Brief: General Fund

Fiscal Year 2022-2023

| FY 2022-2023 General Fund Revenues | | |
|------------------------------------|-----------|-------------------|
| Property Tax | \$ | 7,358,000 |
| Sales Tax | \$ | 7,328,000 |
| Other Tax | \$ | 1,510,000 |
| Licenses & Permits | \$ | 530,400 |
| Fines & Forfeitures | \$ | 307,500 |
| Use of Money | \$ | 200,000 |
| Intergovt | \$ | 300,000 |
| Charges for Service | \$ | 622,900 |
| Other Financing Sources | \$ | 637,700 |
| Total Revenues | \$ | 18,794,500 |



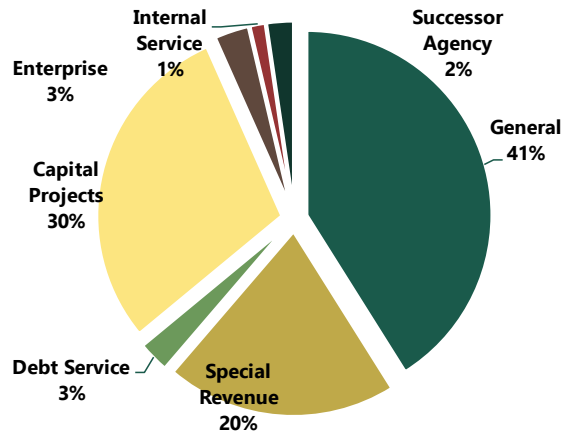
| FY 2022-23 General Fund Operating Expenditures | | |
|--|-----------|-------------------|
| General Government | \$ | 3,529,700 |
| L.A. Sheriff's Dept. | \$ | 8,903,000 |
| Development Services | \$ | 2,219,000 |
| Code Enf/Animal Control | \$ | 1,375,100 |
| Recreation Services | \$ | 1,943,400 |
| Transfers Out | \$ | 824,300 |
| Total | \$ | 18,794,500 |



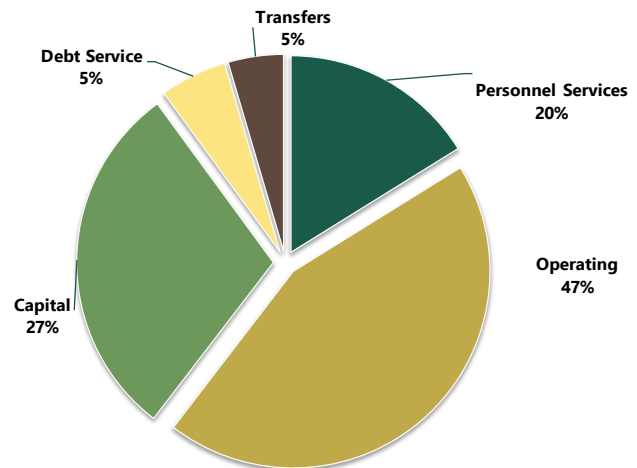
Budget in Brief: Agency-wide

Fiscal Year 2022-2023

| FY 2022-23 Total Expenditures | |
|-------------------------------|---------------|
| \$45,751,800 | |
| General | \$ 18,794,500 |
| Special Revenue | \$ 9,243,400 |
| Debt Service | \$ 1,242,000 |
| Capital Projects | \$ 13,429,200 |
| Enterprise | \$ 1,369,300 |
| Internal Service | \$ 607,000 |
| Successor Agency | \$ 1,066,400 |



| FY 2022-23 Total Expenditures by Type | |
|---------------------------------------|----------------------|
| Personnel Services | \$ 7,392,100 |
| Operating | \$ 20,248,500 |
| Capital | \$ 13,514,200 |
| Debt Service | \$ 2,514,700 |
| Transfers | \$ 2,082,300 |
| Total | \$ 45,751,800 |



5-Year Fund Balance Projection

Fiscal Years 2021-2022 to 2026-2027

| | <u>FY 21-22</u> <u>Projected</u> | <u>FY 22-23</u> <u>Estimated</u> | <u>FY 23-24</u> <u>Estimated</u> | <u>FY 24-25</u> <u>Estimated</u> | <u>FY 25-26</u> <u>Estimated</u> | <u>FY 26-27</u> <u>Estimated</u> |
|--|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
| Beginning Unassigned Fund Balance | \$ 16,431,300 | \$ 16,764,400 | \$ 16,124,400 | \$ 15,936,455 | \$ 15,551,168 | \$ 14,958,784 |
| Revenues | | | | | | |
| Taxes | \$ 15,990,800 | \$ 16,196,000 | \$ 16,519,920 | \$ 16,850,318 | \$ 17,187,325 | \$ 17,531,071 |
| Licenses & Permits | \$ 549,200 | \$ 530,400 | \$ 541,008 | \$ 551,828 | \$ 562,865 | \$ 574,122 |
| Intergovernmental | \$ 545,400 | \$ 300,000 | \$ 306,000 | \$ 312,120 | \$ 318,362 | \$ 324,730 |
| Charges for Services | \$ 596,800 | \$ 622,900 | \$ 635,358 | \$ 648,065 | \$ 661,026 | \$ 674,247 |
| Fines & Forfeitures | \$ 328,500 | \$ 307,500 | \$ 313,650 | \$ 319,923 | \$ 326,321 | \$ 332,848 |
| Investment Income | \$ 204,100 | \$ 200,000 | \$ 204,000 | \$ 208,080 | \$ 212,242 | \$ 216,486 |
| Other Revenue | \$ (430,000) | \$ 11,200 | \$ 11,424 | \$ 11,652 | \$ 11,886 | \$ 12,123 |
| Other Financing Sources | \$ 315,700 | \$ 626,500 | \$ 639,030 | \$ 651,811 | \$ 664,847 | \$ 678,144 |
| Total Revenues | <u>\$ 18,100,500</u> | <u>\$ 18,794,500</u> | <u>\$ 19,170,390</u> | <u>\$ 19,553,798</u> | <u>\$ 19,944,874</u> | <u>\$ 20,343,771</u> |
| Expenditures | | | | | | |
| Operating Expenditures | \$ 17,527,400 | \$ 18,794,500 | \$ 19,358,335 | \$ 19,939,085 | \$ 20,537,258 | \$ 21,153,375 |
| Capital Expenditures | \$ 240,000 | \$ 640,000 | \$ - | \$ - | \$ - | \$ - |
| Total Expenditures | <u>\$ 17,767,400</u> | <u>\$ 19,434,500</u> | <u>\$ 19,358,335</u> | <u>\$ 19,939,085</u> | <u>\$ 20,537,258</u> | <u>\$ 21,153,375</u> |
| Net increase (decrease) in Fund Balance | <u>333,100</u> | <u>(640,000)</u> | <u>(187,945)</u> | <u>(385,287)</u> | <u>(592,384)</u> | <u>(809,604)</u> |
| Ending Unassigned Fund Balance | <u>\$ 16,764,400</u> | <u>\$ 16,124,400</u> | <u>\$ 15,936,455</u> | <u>\$ 15,551,168</u> | <u>\$ 14,958,784</u> | <u>\$ 14,149,180</u> |
| Ending Unassigned Fund Balance Percent* | 86.3% | 83.3% | 79.9% | 75.7% | 70.7% | 64.3% |

Assumptions:

Assuming a 2.0% increase annually in taxes

Assuming a 3.0% increase annually in operating expenses

*Percentage of expenditures of funding of the following year

Note: City's budget policy requires that the City maintain an unassigned fund balance of an amount equal to at least 25% of budgeted expenditures



REVENUE SUMMARY



Revenue Sources

Fiscal Year 2022-2023

TAXES

The items identified as taxes make large contributions to the City's revenue portfolio. Since most taxes are complex and dependent on economic factors, revenue projections are typically completed by consulting firms,

- **Sales & Use Tax** - proceeds from 1% of transaction price on sale of certain goods and services
- **Sales & Use Tax-Measure LP** - half cent sales tax on sale of certain goods and services
- **Property Tax** - revenue from annual ad valorem taxes paid by property owners within City limits
- **Property Transfer Tax** - based on sale and/or transfer of title of real estate within La Puente
- **Franchise Fees** - from companies granted special privileges for continued use of public property (cable and utilities)
- **In-Lieu of VLF Reimbursement** - additional property tax allocation paid by state to rectify loss of Vehicle License Fees
- **Transient Occupancy Tax** - quarterly taxes paid by hotels on gross room rental receipts
- **Business Licenses** - annual business tax calculated based on number of employees and category of operations
- **Lighting & Landscape Maintenance District** - additional property tax assessment on residential and commercial property owners within City limits - restricted purpose of maintaining public facilities

SPECIAL REVENUE FUND ALLOCATIONS

Allocations are taxes and fees collected by other government agencies and distributed to the City based on a formula. Revenue estimates are typically provided each year by these agencies in advance of budget preparation.

- **Measure R; Measure M; Proposition A; Proposition C** - sales taxes imposed and collected by the Los Angeles County Metropolitan Transportation Authority - apportionment based on population size
- **Measure W** - special parcel tax to be used for stormwater mitigation. Collection and revenue forecasts conducted by Los Angeles County.
- **Gas Tax and Road Maintenance & Rehabilitation Act (RMRA)** - taxes collected by state on fuel purchases and apportioned based on population. Includes subsections 2105, 2106, 2107, and 2107.5.
- **Community Development Block Grant (CDBG)** - federal pass-through grant revenues for community development
- **Air Quality Improvement District** - vehicle registration fees collected by state DMV for clean air purposes
- **American Rescue Plan Act (ARPA)** - one-time federal revenue intended to promote economic growth and community development in the aftermath of the COVID-19 pandemic

GRANTS AND INTERGOVERNMENTAL

Awards of funding from other government agencies for special projects. Grant revenues are defined by contract.

- **State Grants** - Youth Reinvestment Grant, Dept. of Parks and Rec Grants, Rivers & Mountains Conservancy Grant
- **County Grant** - reimbursement for certain CIP project costs
- **Motor Vehicle License Fees** - allocation from state DMV for registrants with an address within city limits

USE OF MONEY

Refers to interest income earned on investments. The City invests in government and corporate bonds, Certificates of Deposit and money market instruments. This revenue stream is forecasted using trend analysis.

Revenue Sources

Fiscal Year 2022-2023

CHARGES FOR SERVICES

Fees collected for the purpose of reimbursing the City for the cost of providing services to individuals. These revenue accounts are forecasted using trend analysis.

- **Building Plan Check Fees; Zoning Fees; Public Works Inspection Fees; Senior Center Programs; Facility Rental Fees; Recreation Fees; Subdivision Fees; Passport Program Fees; Site Plan Review; Vehicle Impound Fees; Repair to Public Property; Telecommunications Lease/Rental.**

LICENSES AND PERMITS

Revenue generated by issuing permits. Licenses and permit revenues help to defray costs incurred by the City in the process of issuing the license or permit. These revenue accounts are forecasted using trend analysis.

- **Building and Safety Permits** - construction requires applicants to obtain permit and pass City inspection.
- **Special Permits** - film permits, encroachment permits.
- **Animal License Fees** - required for dog and cat owners. Vaccinations are verified and Animal Control Services provided.
- **Business License Application Fee** - required for all business owners within the City. Fee helps offset processing costs.

FINES AND FORFEITURES

Revenue collected from penalties for violating laws. These revenues are forecasted using trend analysis.

- **Court Fines** - portion of bail amount for moving violation citations issued within the City.
- **Parking Citations** - tickets issued to motorists violating the parking provisions of the municipal code.
- **Administrative Penalties** - issued to property owners causing a public nuisance or not complying with general municipal code provisions.

ENTERPRISE CHARGES

Revenue collected from business-like activities. The sewer is La Puente's only utility. Annual charges are collected from business owners and residents choosing to connect to City sewers. These revenues are forecasted using trend analysis.

- **Sewer Impact Fee; Sewer Maintenance Fee; Sewer Maintenance Fee (CSMD - Capital)**

Revenue Details

Fiscal Year 2022-2023

| Account Number | Revenue Source | FY 20-21 Actuals | FY 21-22 Adopted Budget | FY 21-22 Estimated Actuals | FY 22-23 Adopted Budget | % Change From Prior Year Budget |
|--------------------------------|---|----------------------|-------------------------|----------------------------|-------------------------|---------------------------------|
| GENERAL FUND - 100 | | | | | | |
| Taxes & Assessments | | | | | | |
| 100-41050 | Sales and Use Tax | \$ 3,588,544 | \$ 3,538,700 | \$ 3,865,000 | \$ 3,742,000 | 6% |
| 100-41055 | Sales and Use Tax - Measure LP | 3,463,772 | 3,013,000 | 3,600,000 | 3,586,000 | 19% |
| 100-41100 | Franchise - Edison Co. | 201,663 | 195,000 | 223,700 | 225,000 | 15% |
| 100-41110 | Franchise - So. Ca. Gas Co. | 75,271 | 80,600 | 89,500 | 86,000 | 7% |
| 100-41120 | Franchise - SGV Water Co. | 18,393 | 18,000 | 19,700 | 19,000 | 6% |
| 100-41130 | Franchise - Suburban Water | 54,527 | 50,000 | 50,000 | 50,000 | 0% |
| 100-41140 | Franchise - Cable/Video | 202,957 | 200,000 | 200,200 | 200,000 | 0% |
| 100-41150 | Franchise - Waste | 466,288 | 470,000 | 459,700 | 475,000 | 1% |
| 100-41160 | Implementation Fee-AB 939 | 100,000 | 100,000 | 100,000 | 100,000 | 0% |
| 100-41180 | Property Tax | 1,699,862 | 1,574,000 | 1,581,700 | 1,660,600 | 6% |
| 100-41181 | Property Tax Administration | (20,855) | (21,400) | (20,600) | (21,700) | 1% |
| 100-41182 | In-Lieu of VLF Reimbursement | 5,218,714 | 5,312,700 | 5,376,200 | 5,639,100 | 6% |
| 100-41190 | Sales and Use Tax in-Lieu | 13,226 | - | - | - | 100% |
| 100-41200 | Transient Occupancy Tax | 205,661 | 210,000 | 269,100 | 265,000 | 26% |
| 100-41210 | Property Transfer Tax | 70,989 | 70,000 | 83,200 | 80,000 | 14% |
| 100-41220 | Business License/Permits | 97,311 | 90,000 | 93,400 | 90,000 | 0% |
| | Total Taxes & Assessments | \$ 15,456,322 | \$ 14,900,600 | \$ 15,990,800 | \$ 16,196,000 | 9% |
| Licenses & Permits | | | | | | |
| 100-42100 | Industrial Waste Permits | \$ 35,062 | \$ 25,000 | \$ 24,100 | \$ 25,000 | 0% |
| 100-42110 | Building & Safety Permits | 596,339 | 375,400 | 372,100 | 355,400 | -5% |
| 100-42130 | Special Permits | 22,787 | 12,000 | 22,200 | 20,000 | 67% |
| 100-42140 | Animal License Fees | 51,342 | 70,000 | 59,700 | 70,000 | 0% |
| 100-42150 | Business License Application Fee | 52,164 | 50,000 | 65,900 | 55,000 | 10% |
| 100-42160 | SB 1186 (CASP Fee) | 5,537 | 5,000 | 5,200 | 5,000 | 0% |
| | Total Licenses and Permits | \$ 763,230 | \$ 537,400 | \$ 549,200 | \$ 530,400 | -1% |
| Fines & Forfeitures | | | | | | |
| 100-43100 | Court Fines | \$ 26,064 | \$ 60,000 | \$ 17,900 | \$ 30,000 | -50% |
| 100-43110 | Parking Citations | 212,946 | 200,000 | 289,300 | 265,000 | 33% |
| 100-43120 | Administrative Penalties - Code Enf. | 11,182 | 10,000 | 19,300 | 10,000 | 0% |
| 100-43130 | Administrative Penalties - Animal Control | 3,245 | 2,500 | 2,000 | 2,500 | 100% |
| | Total Fines & Forfeitures | \$ 253,437 | \$ 272,500 | \$ 328,500 | \$ 307,500 | 13% |
| Use of Money | | | | | | |
| 100-44100 | Interest on Investments | \$ 193,994 | \$ 190,000 | \$ 204,100 | \$ 200,000 | 5% |
| | Total Use of Money | \$ 193,994 | \$ 190,000 | \$ 204,100 | \$ 200,000 | 5% |
| Intergovernmental | | | | | | |
| 100-45100 | Federal Grant -Summer Lunch Program | \$ 189,739 | \$ 150,000 | \$ 102,000 | \$ 100,000 | -33% |
| 100-45110 | State Grant | 38,693 | 356,000 | 338,600 | 150,000 | 0% |
| 100-45120 | County Grant | - | - | 48,300 | - | 0% |
| 100-45140 | State Mandated Reimbursements | 12,035 | 10,000 | 10,200 | 10,000 | 0% |
| 100-45145 | Motor Vehicles License Fees | 29,754 | 30,000 | 46,300 | 40,000 | 33% |
| | Total Intergovernmental | \$ 270,221 | \$ 546,000 | \$ 545,400 | \$ 300,000 | -45% |

Revenue Details

Fiscal Year 2022-2023

| Account Number | Revenue Source | FY 20-21 Actuals | FY 21-22 Adopted Budget | FY 21-22 Estimated Actuals | FY 22-23 Adopted Budget | % Change From Prior Year Budget |
|---------------------------------------|--------------------------------|----------------------|-------------------------|----------------------------|-------------------------|---------------------------------|
| GENERAL FUND - 100 (continued) | | | | | | |
| Charges for Services | | | | | | |
| 100-47100 | Zoning Fees | \$ 56,785 | \$ 45,000 | \$ 59,700 | \$ 50,000 | 11% |
| 100-47110 | Building Plan Check Fees | 239,352 | 250,300 | 248,100 | 245,000 | -2% |
| 100-47120 | Public Works Inspection Fees | 140,082 | 147,200 | 155,200 | 151,900 | 3% |
| 100-47150 | Repair to Public Property | 71,203 | 5,000 | 6,400 | 5,000 | 0% |
| 100-47160 | Facility Rental | - | 10,000 | 1,000 | 15,000 | 50% |
| 100-47170 | Subdivision Fees | 300 | 2,000 | 1,900 | 2,000 | 0% |
| 100-47180 | Site Plan Review | 5,908 | 8,000 | 5,400 | 6,000 | -25% |
| 100-47210 | Emergency Response Program | - | 500 | - | 500 | 0% |
| 100-47220 | Vehicle Impound Fees | 18,312 | 15,000 | 20,200 | 22,000 | 47% |
| 100-47240 | Foreclosure Registration Fee | 300 | 500 | 400 | 500 | 0% |
| 100-47260 | Recreation Programs | (2) | 100,000 | 25,400 | 50,000 | -50% |
| 100-47270 | Senior Center Programs | - | 2,000 | 100 | 2,000 | 0% |
| 100-47280 | Landscape Maintenance | 8,844 | 8,800 | 8,900 | 9,000 | 2% |
| 100-47290 | Passport Program | 8,680 | 17,000 | 24,800 | 25,000 | 47% |
| 100-47300 | Telecommunication Lease/Rental | 35,317 | 35,400 | 37,600 | 38,000 | 7% |
| 100-47440 | Solid Waste Review Fee | 2,057 | - | 1,700 | 1,000 | 0% |
| Total Charges For Services | | \$ 587,137 | \$ 646,700 | \$ 596,800 | \$ 622,900 | -4% |
| Other Financing Sources | | | | | | |
| 100-48100 | Successor Agency Reimbursement | \$ 92,278 | \$ 14,000 | \$ 15,000 | \$ 15,000 | 7% |
| 100-48120 | Tap Card Sales | 16 | 100 | 100 | 100 | 0% |
| 100-48130 | Donations | 800 | 1,000 | 900 | 1,000 | 0% |
| 100-48140 | Military Banner Donations | 146 | 100 | 100 | 100 | 0% |
| 100-48900 | Miscellaneous | 64,230 | 135,000 | 10,000 | 10,000 | -93% |
| 100-49120 | Unrealized Gain (Loss) | 1,638 | - | (441,100) | - | 0% |
| 100-49900 | Transfers in from Other Funds | 536,426 | 286,900 | 300,700 | 611,500 | 113% |
| Total Other Financing Sources | | \$ 695,533 | \$ 437,100 | \$ (114,300) | \$ 637,700 | 46% |
| Total General Fund | | \$ 18,219,875 | \$ 17,530,300 | \$ 18,100,500 | \$ 18,794,500 | 7% |
| SPECIAL REVENUE FUNDS | | | | | | |
| Gas Tax Fund | | | | | | |
| 200-44100 | Interest on Investments | \$ 24 | \$ 1,000 | \$ 400 | \$ 1,000 | 0% |
| 200-45150 | Gas Tax - 2103 | 270,659 | 360,400 | 339,900 | 394,800 | 10% |
| 200-45151 | Gas Tax - 2105 | 206,680 | 234,800 | 237,100 | 258,600 | 10% |
| 200-45152 | Gas Tax - 2106 | 120,657 | 135,300 | 136,500 | 148,700 | 10% |
| 200-45153 | Gas Tax - 2107 | 279,673 | 276,200 | 323,100 | 353,300 | 28% |
| 200-45144 | Gas Tax - 2107.5 | 6,000 | 6,000 | 6,000 | 6,000 | 0% |
| 200-47150 | Repair to Public Property | 15,032 | - | 2,000 | 500 | 100% |
| 200-48900 | Miscellaneous | - | 46,000 | - | - | -100% |
| 200-49900 | Transfers in from Other Funds | 198,854 | - | - | - | 0% |
| Total State Gas Tax | | \$ 1,097,579 | \$ 1,059,700 | \$ 1,045,000 | \$ 1,162,900 | 10% |
| RMRA (SB 1) Fund | | | | | | |
| 202-44100 | Interest on Investments | \$ 9,214 | \$ 3,000 | \$ 2,900 | \$ 3,000 | 0% |
| 202-45154 | Gas Tax - RMRA (SB 1) | 752,072 | 797,300 | 830,300 | 913,800 | 15% |
| Total RMRA (SB 1) | | \$ 761,285 | \$ 800,300 | \$ 833,200 | \$ 916,800 | 15% |

Revenue Details

Fiscal Year 2022-2023

| Account Number | Revenue Source | FY 20-21 Actuals | FY 21-22 Adopted Budget | FY 21-22 Estimated Actuals | FY 22-23 Adopted Budget | % Change From Prior Year Budget |
|---|---|-------------------|-------------------------|----------------------------|-------------------------|---------------------------------|
| <u>SPECIAL REVENUE FUNDS (continued)</u> | | | | | | |
| Measure M Fund | | | | | | |
| 203-44100 | Interest on Investments | \$ 7,352 | \$ 3,000 | \$ 2,800 | \$ 3,000 | 0% |
| 203-45200 | Measure M Allocations | 579,351 | 577,600 | 684,300 | 689,500 | 19% |
| 203-49900 | Transfers in from Other Funds | 686 | - | - | - | |
| | Total Measure M | \$ 587,388 | \$ 580,600 | \$ 687,100 | \$ 692,500 | 19% |
| Measure R Fund | | | | | | |
| 205-44100 | Interest on Investments | \$ 5,592 | \$ 3,000 | \$ 2,700 | \$ 3,000 | 0% |
| 205-45200 | Measure R Allocations | 511,326 | 509,700 | 628,200 | 608,400 | 19% |
| | Total Measure R | \$ 516,918 | \$ 512,700 | \$ 630,900 | \$ 611,400 | 19% |
| Proposition A Fund | | | | | | |
| 210-44100 | Interest on Investments | \$ 8,918 | \$ 4,000 | \$ 4,200 | \$ 4,000 | 0% |
| 210-45210 | Proposition A Transportation | 820,800 | 819,300 | 998,300 | 978,000 | 19% |
| 210-46100 | Dial-A-Ride Fares | 315 | 700 | 200 | 500 | -29% |
| 210-46105 | Shuttle Fares | 18,070 | 31,700 | 21,500 | 25,000 | -21% |
| 210-46110 | Foothill Pass Sales | 10,196 | 48,000 | 13,600 | 20,000 | -58% |
| 210-46120 | Metrolink Pass Sales | - | 11,400 | 100 | 1,000 | -91% |
| 210-46130 | MTA Pass Sales | 543 | 12,000 | 3,100 | 5,000 | -58% |
| | Total Proposition A | \$ 858,842 | \$ 927,100 | \$ 1,041,000 | \$ 1,033,500 | 11% |
| Proposition C Fund | | | | | | |
| 215-44100 | Interest on Investments | \$ 21,696 | \$ 8,000 | \$ 8,400 | \$ 8,000 | 0% |
| 215-45220 | Proposition C Transportation | 680,824 | 679,500 | 813,900 | 811,200 | 19% |
| | Total Proposition C | \$ 702,521 | \$ 687,500 | \$ 822,300 | \$ 819,200 | 19% |
| Local Transportation Fund | | | | | | |
| 220-45190 | TDA SB 821 Allocation | \$ 10,000 | \$ 45,000 | \$ 40,000 | \$ 20,000 | -56% |
| | Total Local Transportation Fund | \$ 10,000 | \$ 45,000 | \$ 40,000 | \$ 20,000 | -56% |
| HSIP Grant Fund | | | | | | |
| 230-45100 | HSIP Grant | \$ - | \$ 786,000 | \$ - | \$ 786,000 | 0% |
| | Total HSIP Grant | \$ - | \$ 786,000 | \$ - | \$ 786,000 | 0% |
| Supplemental Law Enforcement Fund | | | | | | |
| 240-45160 | Citizen's Option Public Funds | \$ 156,727 | \$ 140,000 | \$ 161,300 | \$ 160,000 | 14% |
| | Total Supplemental Law Enforcement | \$ 156,727 | \$ 140,000 | \$ 161,300 | \$ 160,000 | 14% |
| JAG Grant Fund | | | | | | |
| 245-45100 | Federal Grant | \$ - | \$ 11,500 | \$ 11,500 | \$ - | 0% |
| | Total JAG Grant | \$ - | \$ 11,500 | \$ 11,500 | \$ - | 0% |
| Office of Traffic Safety Fund | | | | | | |
| 250-44100 | Interest on Investments | \$ 216 | \$ - | \$ 300 | \$ - | 0% |
| | Total Traffic Safety Fund | \$ 216 | \$ - | \$ 300 | \$ - | 0% |
| Asset Seizure Fund | | | | | | |
| 255-44100 | Interest on Investments | \$ 7 | \$ - | \$ - | \$ - | 0% |
| | Total Asset Seizure | \$ 7 | \$ - | \$ - | \$ - | 0% |

Revenue Details

Fiscal Year 2022-2023

| Account Number | Revenue Source | FY 20-21 Actuals | FY 21-22 Adopted Budget | FY 21-22 Estimated Actuals | FY 22-23 Adopted Budget | % Change From Prior Year Budget |
|---|--|---------------------|-------------------------|----------------------------|-------------------------|---------------------------------|
| SPECIAL REVENUE FUNDS (continued) | | | | | | |
| Community Development Block Grant Fund | | | | | | |
| 260-46141 | Program Income | \$ - | \$ 600 | \$ 3,000 | \$ 600 | 0% |
| 260-46150 | CDBG Grant | 361,797 | 477,000 | 506,400 | 445,600 | -7% |
| | Total Community Development Block Grant | \$ 361,797 | \$ 477,600 | \$ 509,400 | \$ 446,200 | -7% |
| American Rescue Plan Act | | | | | | |
| 263-46150 | ARPA Revenue | \$ - | \$ 4,738,300 | \$ 4,738,300 | \$ 4,738,200 | 100% |
| | Total American Rescue Plan Act | \$ - | \$ 4,738,300 | \$ 4,738,300 | \$ 4,738,200 | 100% |
| Cal Home Grant Fund | | | | | | |
| 265-44100 | Interest on Investments | \$ 6,572 | \$ 2,000 | \$ 2,100 | \$ 2,000 | 0% |
| | Total Cal Home Grant | \$ 6,572 | \$ 2,000 | \$ 2,100 | \$ 2,000 | 0% |
| Air Quality Improvement District Fund | | | | | | |
| 270-35010 | Clean Transportation Grant | \$ - | \$ 25,000 | \$ - | \$ 25,000 | 0% |
| 270-44100 | Interest on Investments | 264 | 1,000 | 900 | 1,000 | 0% |
| 270-45170 | Vehicle Registration Fees | 52,973 | 51,000 | 52,600 | 51,000 | 0% |
| | Total Air Quality Improvement District | \$ 53,237 | \$ 77,000 | \$ 53,500 | \$ 77,000 | 0% |
| PEG Access Fund | | | | | | |
| 275-41140 | Franchise - Cable/Video | \$ 40,700 | \$ 35,000 | \$ 38,200 | \$ 35,000 | 0% |
| 275-44100 | Interest on Investments | 2,099 | 600 | 500 | 600 | 0% |
| | Total PEG Access | \$ 42,799 | \$ 35,600 | \$ 38,700 | \$ 35,600 | 0% |
| Miscellaneous Grant Fund | | | | | | |
| 280-45110 | State Grants | \$ 1,283,217 | \$ 188,000 | \$ 2,893,000 | \$ 5,006,600 | 100% |
| 280-45120 | County Grant | 58,622 | - | - | - | 100% |
| 280-45130 | Miscellaneous Grant | - | 40,000 | - | 40,000 | 0% |
| | Total Miscellaneous Grant | \$ 1,341,838 | \$ 228,000 | \$ 2,893,000 | \$ 5,046,600 | 2113% |
| Measure A Safe Parks Fund | | | | | | |
| 283-45240 | Measure A Allocations - M & S | - | 27,200 | - | 27,200 | 0% |
| 283-45245 | Measure A Allocations - CPIP | - | 450,000 | 480,100 | - | -100% |
| | Total Measure A Safe Parks Fund | \$ - | \$ 477,200 | \$ 480,100 | \$ 27,200 | -94% |
| Measure W Fund | | | | | | |
| 284-44100 | Interest on Investments | \$ 1,342 | \$ 500 | \$ 600 | \$ 500 | 0% |
| 284-45215 | Measure W Allocation | 339,072 | 340,000 | 343,200 | 340,000 | 100% |
| | Total Measure W | \$ 340,414 | \$ 340,500 | \$ 343,800 | \$ 340,500 | 0% |
| Lighting & Landscape Maint. Fund | | | | | | |
| 285-41180 | Property Tax | \$ 868,587 | \$ 885,500 | \$ 874,700 | \$ 927,700 | 5% |
| 285-41181 | Property Tax Administration | (9,459) | (12,100) | (11,700) | (12,400) | 2% |
| 285-44100 | Interest on Investments | 7,760 | 5,000 | 6,300 | 5,000 | 0% |
| 285-49900 | Transfers in from Other Funds | 3,566 | - | - | - | 0% |
| | Total Lighting & Landscape Maint. | \$ 870,453 | \$ 878,400 | \$ 869,300 | \$ 920,300 | 5% |
| Low-Mod Housing Asset Fund | | | | | | |
| 290-44100 | Interest on Investments | \$ 3,406 | \$ 1,000 | \$ 1,200 | \$ 1,000 | |
| 290-49900 | Transfers In - Low-Mod Housing Asset | 70,238 | 65,100 | 65,100 | 80,500 | 24% |
| | Total Low-Mod Housing Asset Fund | \$ 73,644 | \$ 66,100 | \$ 66,300 | \$ 81,500 | 23% |
| | Total Special Revenue Funds | \$ 7,782,237 | \$ 12,871,100 | \$ 15,267,100 | \$ 17,917,400 | 39% |

Revenue Details

Fiscal Year 2022-2023

| Account Number | Revenue Source | FY 20-21 Actuals | FY 21-22 Adopted Budget | FY 21-22 Estimated Actuals | FY 22-23 Adopted Budget | % Change From Prior Year Budget |
|--|---|---------------------|-------------------------|----------------------------|-------------------------|---------------------------------|
| DEBT SERVICE FUNDS | | | | | | |
| Citywide Debt Service Fund | | | | | | |
| 300-49135 | Bond Proceeds | \$ 8,517,708 | \$ - | \$ - | \$ - | |
| 300-49900 | Transfers In - Citywide Debt Service Fund | 85,153 | 627,800 | 613,400 | 743,800 | 100% |
| Total Series Citywide Debt Service Fund | | \$ 8,602,861 | \$ 627,800 | \$ 613,400 | \$ 743,800 | 100% |
| Series 2019A Debt Service Fund | | | | | | |
| 305-49900 | Transfers In - Series 2019A Debt Service Fund | \$ 262,838 | \$ 263,600 | \$ 263,600 | \$ 262,800 | 100% |
| Total Series 2019A Debt Service Fund | | \$ 262,838 | \$ 263,600 | \$ 263,600 | \$ 262,800 | 100% |
| Series 2019B Debt Service Fund | | | | | | |
| 310-49900 | Transfers In - Series 2019B Debt Service Fund | \$ 234,150 | \$ 230,400 | \$ 230,400 | \$ 235,400 | 100% |
| Total Series 2019B Debt Service Fund | | \$ 234,150 | \$ 230,400 | \$ 230,400 | \$ 235,400 | 100% |
| Total Debt Service Funds | | \$ 9,099,849 | \$ 1,121,800 | \$ 1,107,400 | \$ 1,242,000 | 100% |
| CAPITAL PROJECTS FUNDS | | | | | | |
| Capital Projects Fund | | | | | | |
| 400-44100 | Interest on Investments | \$ - | \$ - | \$ 100 | \$ - | -100% |
| 400-49135 | Bond Proceeds | - | 3,758,900 | 3,758,900 | - | -100% |
| 400-49900 | Transfers in from Other Funds | 58,427 | 53,500 | 53,300 | 53,300 | 0% |
| Total Capital Projects | | \$ 58,427 | \$ 3,812,400 | \$ 3,812,300 | \$ 53,300 | -99% |
| Series 2019A Capital Project Fund | | | | | | |
| 405-44100 | Interest on Investments | \$ 206 | \$ - | \$ 100 | \$ - | |
| Total Series 2019A Capital Project Fund | | \$ 206 | \$ - | \$ 100 | \$ - | 0% |
| Series 2019B Capital Project Fund | | | | | | |
| 410-44100 | Interest on Investments | \$ 183 | \$ - | \$ 100 | \$ - | |
| Total Series 2019B Capital Project Fund | | \$ 183 | \$ - | \$ 100 | \$ - | 0% |
| Total Capital Projects Funds | | \$ 58,816 | \$ 3,812,400 | \$ 3,812,500 | \$ 53,300 | -99% |
| PROPRIETARY FUNDS | | | | | | |
| Sewer Construction/Maintenance Fund | | | | | | |
| 500-44100 | Interest on Investments | \$ 23,481 | \$ 20,000 | \$ 21,600 | \$ 20,000 | 0% |
| 500-47150 | Repair to Public Property | 25,487 | - | 5,500 | 1,000 | |
| 500-47400 | Sewer Impact Fee | 75,509 | 50,000 | - | 100,000 | 100% |
| 500-47405 | Sewer Maintenance Fee (CSMD) | 440,038 | 430,000 | 451,200 | 450,000 | 5% |
| 500-47410 | Sewer Maintenance Fee | 897,924 | 875,000 | 891,400 | 890,000 | 2% |
| Total Sewer Construction/Maint. | | \$ 1,462,439 | \$ 1,375,000 | \$ 1,369,700 | \$ 1,461,000 | 6% |
| Equipment Replacement Fund | | | | | | |
| 550-44100 | Interest on Investments | \$ 3,974 | \$ 1,000 | \$ 1,800 | \$ 1,000 | 0% |
| 550-47420 | Sale of Real & Personal Property | (2,022) | - | - | - | |
| 550-49150 | Equipment Replacement Charges | 140,810 | 160,000 | 160,000 | 167,000 | 4% |
| 550-49900 | Transfers In from Other Funds | 85,727 | - | 114,000 | 20,000 | 4% |
| Total Equipment Replacement | | \$ 228,488 | \$ 161,000 | \$ 275,800 | \$ 188,000 | 17% |

Revenue Details

Fiscal Year 2022-2023

| Account Number | Revenue Source | FY 20-21 Actuals | FY 21-22 Adopted Budget | FY 21-22 Estimated Actuals | FY 22-23 Adopted Budget | % Change From Prior Year Budget |
|---|--|----------------------|-------------------------|----------------------------|-------------------------|---------------------------------|
| PROPRIETARY FUNDS (continued) | | | | | | |
| Vehicle Maintenance & Replacement Fund | | | | | | |
| 555-44100 | Interest on Investments | \$ 1,354 | \$ 200 | \$ 600 | \$ 200 | 0% |
| 555-49140 | Vehicle Equipment Replacement Charges | 156,006 | 188,000 | 188,000 | 345,000 | 84% |
| 555-49800 | Contributions from Other Funds | 116,429 | - | - | - | 0% |
| 555-49900 | Transfers in from Other Funds | 361,371 | - | 219,800 | 75,000 | 0% |
| | Total Vehicle Maintenance & Replacement | \$ 635,160 | \$ 188,200 | \$ 408,400 | \$ 420,200 | 123% |
| | Total Proprietary Funds | \$ 2,326,087 | \$ 1,724,200 | \$ 2,053,900 | \$ 2,069,200 | 20% |
| Successor Agency Fund | | | | | | |
| 610-44100 | Interest on Investments | \$ 70 | \$ 100 | \$ 100 | \$ 100 | 0% |
| 610-41180 | Property Tax (RPTTF Distributions) | 644,574 | 600,900 | 600,900 | 677,200 | 13% |
| | Total Successor Agency | \$ 644,644 | \$ 601,000 | \$ 601,000 | \$ 677,300 | 13% |
| | Total City | \$ 38,131,508 | \$ 37,660,800 | \$ 40,942,400 | \$ 40,753,700 | 8% |



EXPENDITURE SUMMARY



Budgeted Expenditure by Type

Fiscal Year 2022-2023

| <u>Acct. No.</u> | <u>Department</u> | <u>Personnel Services</u> | <u>Operating Expenditures</u> | <u>Capital Outlay</u> | <u>Capital Improvement</u> | <u>Debt Services</u> | <u>Transfer Out</u> | <u>Total</u> |
|------------------|-----------------------------------|-------------------------------|-----------------------------------|---------------------------|--------------------------------|--------------------------|-------------------------|----------------------|
| 100-1100 | City Council | \$ 175,900 | \$ 91,000 | \$ - | \$ - | \$ - | \$ - | \$ 266,900 |
| 100-1110 | City Manager | 557,600 | 424,100 | - | - | - | - | 981,700 |
| 100-1120 | City Clerk | 258,100 | 192,300 | - | - | - | - | 450,400 |
| 275-1125 | PEG Access | - | 20,700 | 10,000 | - | - | - | 30,700 |
| 100-1130 | Financial Services | 624,500 | 104,400 | - | - | - | - | 728,900 |
| 100-1135 | Human Resources/Risk Management | 438,500 | 413,500 | - | - | - | - | 852,000 |
| 300-1135 | Debt Service | - | - | - | - | 743,800 | - | 743,800 |
| 100-1150 | General Services | - | 249,800 | - | - | - | - | 249,800 |
| 550-5100 | Information Technology | - | 187,000 | - | - | - | - | 187,000 |
| | General Government | \$ 2,054,600 | \$ 1,682,800 | \$ 10,000 | \$ - | \$ 743,800 | \$ - | \$ 4,491,200 |
| 100-2100 | Public Safety Services | \$ - | \$ 8,903,000 | \$ - | \$ - | \$ - | \$ - | \$ 8,903,000 |
| 240-2100 | Public Safety Services | - | 160,000 | - | - | - | - | 160,000 |
| 245-2100 | Public Safety Services | - | - | - | - | - | - | - |
| 255-2100 | Public Safety Services | - | - | - | - | - | - | - |
| 100-2110 | Code Enforcement Services | 564,300 | 444,700 | - | - | - | - | 1,009,000 |
| 100-2120 | Emergency Preparedness | - | 7,100 | - | - | - | - | 7,100 |
| 100-2130 | Animal Control Services | 257,000 | 102,000 | - | - | - | - | 359,000 |
| | Public Safety | \$ 821,300 | \$ 9,616,800 | \$ - | \$ - | \$ - | \$ - | \$ 10,438,100 |
| 100-3100 | Public Works Services | \$ - | \$ 170,500 | - | \$ - | \$ - | \$ - | \$ 170,500 |
| 270-3100 | Public Works Services (AQMD) | 1,100 | 150,600 | - | - | - | - | 151,700 |
| 284-3100 | Public Works (Measure W) | - | 95,000 | - | - | - | - | 95,000 |
| 100-3110 | Engineering Services | - | 133,300 | - | - | - | - | 133,300 |
| 200-3120 | Streets | 322,800 | 835,600 | - | - | - | - | 1,158,400 |
| 202-3120 | Streets | 25,400 | - | - | - | - | - | 25,400 |
| 203-3120 | Streets | 221,200 | 2,500 | - | - | - | 262,800 | 486,500 |
| 205-3120 | Streets (Measure R) | 218,500 | - | - | - | - | 288,700 | 507,200 |
| 305-3120 | Series 2019A Debt Service Fund | - | - | - | - | 262,800 | - | 262,800 |
| 310-3120 | Series 2019B Debt Service Fund | - | - | - | - | 235,200 | - | 235,200 |
| 400-3120 | Streets | - | - | - | - | 53,500 | - | 53,500 |
| 210-3130 | Transportation (Prop A) | 160,700 | 856,800 | - | - | - | - | 1,017,500 |
| 215-3130 | Transportation (Prop C) | 77,500 | - | - | - | - | - | 77,500 |
| 555-3150 | Vehicle Maintenance & Replacement | - | 345,000 | 75,000 | - | - | - | 420,000 |
| 100-3300 | Planning/Zoning Services | 345,800 | 192,000 | - | - | - | - | 537,800 |
| 280-3300 | Planning/Zoning Services | - | - | - | - | - | - | - |
| 100-3310 | Building & Safety Services | - | 358,400 | - | - | - | - | 358,400 |
| 100-3320 | Housing & Community Services | 106,700 | 14,000 | - | - | - | 824,300 | 945,000 |
| 260-3320 | Housing & Community Services | 303,300 | 142,300 | - | - | - | - | 445,600 |
| 263-3320 | Housing & Community Services | 515,200 | 2,956,000 | - | - | - | 429,500 | 3,900,700 |
| 265-3320 | Housing & Community Services | - | 155,000 | - | - | - | 9,000 | 164,000 |
| 290-3320 | Housing & Community Services | - | - | - | - | - | - | - |
| 100-3325 | Community Outreach | 143,600 | - | - | - | - | - | 143,600 |
| 100-3330 | Parks | 602,100 | 152,600 | - | - | - | - | 754,700 |
| 283-3330 | Parks | - | 27,200 | - | - | - | - | 27,200 |
| 285-3330 | Parks | 248,000 | 694,700 | - | - | - | - | 942,700 |
| | Development Services | \$ 3,291,900 | \$ 7,281,500 | \$ 75,000 | \$ - | \$ 551,500 | \$ 1,814,300 | \$ 13,014,200 |
| 500-3210 | Sewer Construction/Maintenance | \$ - | \$ 526,700 | \$ - | \$ - | \$ 574,600 | \$ 268,000 | \$ 1,369,300 |
| | Sewer | \$ - | \$ 526,700 | \$ - | \$ - | \$ 574,600 | \$ 268,000 | \$ 1,369,300 |
| 100-4100 | Recreation Services | \$ 781,500 | \$ 289,800 | \$ - | \$ - | \$ - | \$ - | \$ 1,071,300 |
| 100-4110 | Youth Learning Activity Services | 343,800 | 92,700 | - | - | - | - | 436,500 |
| 100-4130 | Senior Services | 99,000 | 67,300 | - | - | - | - | 166,300 |
| 100-4140 | Community Promotions | - | 269,300 | - | - | - | - | 269,300 |
| | Community Services | \$ 1,224,300 | \$ 719,100 | \$ - | \$ - | \$ - | \$ - | \$ 1,943,400 |

Budgeted Expenditure by Type

Fiscal Year 2022-2023

| <u>Acct. No.</u> | <u>Department</u> | <u>Personnel Services</u> | <u>Operating Expenditures</u> | <u>Capital Outlay</u> | <u>Capital Improvement</u> | <u>Debt Services</u> | <u>Transfer Out</u> | <u>Total</u> |
|------------------|------------------------------|-------------------------------|-----------------------------------|---------------------------|--------------------------------|--------------------------|-------------------------|----------------------|
| 610-5100 | RPTTF | \$ - | \$ 421,600 | \$ - | \$ - | \$ 644,800 | \$ - | \$ 1,066,400 |
| | Successor Agency | \$ - | \$ 421,600 | \$ - | \$ - | \$ 644,800 | \$ - | \$ 1,066,400 |
| | Capital Improvement Projects | \$ - | \$ - | \$ - | \$ 13,429,200 | \$ - | \$ - | \$ 13,429,200 |
| | Capital Improvements | \$ - | \$ - | \$ - | \$ 13,429,200 | \$ - | \$ - | \$ 13,429,200 |
| | Total | \$ 7,392,100 | \$ 20,248,500 | \$ 85,000 | \$ 13,429,200 | \$ 2,514,700 | \$ 2,082,300 | \$ 45,751,800 |

Budgeted Expenditures by Fund

Fiscal Year 2022-2023

| Dept | Fund | Description | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|---------------------------------|------|----------------------------------|------------------------|--------------------------------|---------------------------|--------------------------------|---------------------------------------|
| GENERAL FUND | | | | | | | |
| 1100 | 100 | City Council | \$ 268,982 | \$ 293,000 | \$ 263,700 | \$ 266,900 | -9% |
| 1110 | 100 | City Manager | 765,752 | 801,800 | 1,174,300 | 981,700 | 22% |
| 1120 | 100 | City Clerk | 322,477 | 328,000 | 310,500 | 450,400 | 37% |
| 1130 | 100 | Financial Services | 663,756 | 669,900 | 668,800 | 728,900 | 9% |
| 1135 | 100 | Human Resources/Risk Management | 897,468 | 916,500 | 740,300 | 852,000 | -7% |
| 1150 | 100 | General Services | 271,553 | 247,300 | 216,700 | 249,800 | 1% |
| 2100 | 100 | Public Safety Services | 7,355,521 | 8,870,600 | 8,372,300 | 8,903,000 | 0% |
| 2110 | 100 | Code Enforcement Services | 507,228 | 784,200 | 969,200 | 1,009,000 | 29% |
| 2120 | 100 | Emergency Preparedness | 5,873 | 7,100 | 7,100 | 7,100 | 0% |
| 2130 | 100 | Animal Control Services | 248,770 | 311,100 | 246,700 | 359,000 | 15% |
| 3100 | 100 | Public Works Services | 67,789 | 148,000 | 102,200 | 170,500 | 15% |
| 3110 | 100 | Engineering Services | 131,921 | 129,900 | 134,000 | 133,300 | 3% |
| 3300 | 100 | Planning/Zoning Services | 389,721 | 578,100 | 500,300 | 537,800 | -7% |
| 3310 | 100 | Building & Safety Services | 503,212 | 376,900 | 375,500 | 358,400 | -5% |
| 3320 | 100 | Housing & Community Services | 104,544 | 110,000 | 112,500 | 120,700 | 10% |
| 3325 | 100 | Community Outreach | - | - | - | 143,600 | |
| 3330 | 100 | Parks | 441,229 | 552,100 | 976,500 | 754,700 | 37% |
| 4100 | 100 | Recreation Services | 889,380 | 1,026,100 | 874,000 | 1,071,300 | 4% |
| 4110 | 100 | Youth Learning Activity Services | 247,318 | 428,200 | 395,200 | 436,500 | 2% |
| 4130 | 100 | Senior Services | 130,598 | 163,900 | 133,800 | 166,300 | 1% |
| 4140 | 100 | Community Promotions | 119,113 | 154,700 | 171,500 | 269,300 | 74% |
| 9990 | 100 | Transfers to Other Funds | 80,795 | 692,900 | 782,300 | 824,300 | 19% |
| Total General Fund | | | \$ 14,413,001 | \$ 17,590,300 | \$ 17,527,400 | \$ 18,794,500 | 7% |
| STATE GAS TAX FUND | | | | | | | |
| 3120 | 200 | Streets | \$ 1,035,025 | \$ 1,023,200 | \$ 1,001,500 | \$ 1,158,400 | 13% |
| Total State Gas Tax Fund | | | \$ 1,035,025 | \$ 1,023,200 | \$ 1,001,500 | \$ 1,158,400 | 13% |
| RMRA (SB 1) FUND | | | | | | | |
| 3120 | 202 | Streets | \$ - | \$ 23,100 | \$ 20,200 | \$ 25,400 | 0% |
| Total RMRA (SB 1) Fund | | | \$ - | \$ 23,100 | \$ 20,200 | \$ 25,400 | 0% |
| MEASURE M FUND | | | | | | | |
| 3120 | 203 | Streets | \$ 436,319 | \$ 472,200 | \$ 421,900 | \$ 486,500 | 3% |
| Total Measure M Fund | | | \$ 436,319 | \$ 472,200 | \$ 421,900 | \$ 486,500 | 3% |
| MEASURE R FUND | | | | | | | |
| 3120 | 205 | Streets | \$ 454,100 | \$ 489,800 | \$ 452,500 | \$ 509,700 | 4% |
| Total Measure R Fund | | | \$ 454,100 | \$ 489,800 | \$ 452,500 | \$ 509,700 | 4% |
| PROP A FUND | | | | | | | |
| 3130 | 210 | Transportation | \$ 761,401 | \$ 896,800 | \$ 739,800 | \$ 1,017,500 | 13% |
| Total Proposition A Fund | | | \$ 761,401 | \$ 896,800 | \$ 739,800 | \$ 1,017,500 | 13% |
| PROP C FUND | | | | | | | |
| 3130 | 215 | Transportation | \$ 84,720 | \$ 68,700 | \$ 54,700 | \$ 77,500 | 13% |
| Total Proposition C Fund | | | \$ 84,720 | \$ 68,700 | \$ 54,700 | \$ 77,500 | 13% |

Budgeted Expenditures by Fund

Fiscal Year 2022-2023

| <u>Dept</u> | <u>Fund</u> | <u>Description</u> | <u>FY 2020-2021 Actual</u> | <u>FY 2021-2022 Adopted Budget</u> | <u>FY 2021-2022 Estimated</u> | <u>FY 2022-2023 Adopted Budget</u> | <u>% Change from Prior Year Budget</u> |
|--|-------------|-----------------------------------|--------------------------------|--|-----------------------------------|--|--|
| SUPPLEMENTAL LAW ENFORCEMENT FUND | | | | | | | |
| 2100 | 240 | Public Safety Services | \$ 156,727 | \$ 140,000 | \$ 161,300 | \$ 160,000 | 14% |
| Total Supplemental Law Enforcement Fund | | | \$ 156,727 | \$ 140,000 | \$ 161,300 | \$ 160,000 | 14% |
| JAG GRANT FUND | | | | | | | |
| 2100 | 245 | Public Safety Services | \$ - | \$ 11,500 | \$ 11,500 | \$ - | 0% |
| Total JAG Grant Fund | | | \$ - | \$ 11,500 | \$ 11,500 | \$ - | 0% |
| ASSET SEIZURE FUND | | | | | | | |
| 2100 | 255 | Public Safety Services | \$ - | \$ - | \$ 700 | \$ - | 0% |
| Total Asset Seizure Fund | | | \$ - | \$ - | \$ 700 | \$ - | 0% |
| CDBG PROGRAM FUND | | | | | | | |
| 3320 | 260 | Housing & Community Services | \$ 361,798 | \$ 477,600 | \$ 506,400 | \$ 445,600 | -7% |
| Total CDBG Program Fund | | | \$ 361,798 | \$ 477,600 | \$ 506,400 | \$ 445,600 | -7% |
| AMERICAN RESCUE PLAN ACT FUND | | | | | | | |
| 3320 | 263 | Housing & Community Services | \$ - | \$ 3,533,100 | \$ 1,167,000 | \$ 3,900,700 | 10% |
| Total ARPA Fund | | | \$ - | \$ 3,533,100 | \$ 1,167,000 | \$ 3,900,700 | 10% |
| CAL HOME LOAN FUND | | | | | | | |
| 3320 | 265 | Housing & Community Services | \$ - | \$ 199,500 | \$ 122,500 | \$ 164,000 | -18% |
| Total Cal Home Loan Fund | | | \$ - | \$ 199,500 | \$ 122,500 | \$ 164,000 | -18% |
| AIR QUALITY IMPROVEMENT FUND | | | | | | | |
| 3100 | 270 | Vehicle Maintenance & Replacement | \$ 117,528 | \$ 121,100 | \$ 1,100 | \$ 151,700 | 25% |
| Total Air Quality Improvement Fund | | | \$ 117,528 | \$ 121,100 | \$ 1,100 | \$ 151,700 | 25% |
| PEG ACCESS FUND | | | | | | | |
| 1125 | 275 | Peg Access Channel | \$ 29,301 | \$ 92,500 | \$ 94,500 | \$ 28,000 | -70% |
| Total Peg Access Fund | | | \$ 29,301 | \$ 92,500 | \$ 94,500 | \$ 28,000 | -70% |
| MISCELLANEOUS GRANT FUND | | | | | | | |
| 3300 | 280 | Planning/Zoning Services | \$ - | \$ - | \$ - | \$ - | 0% |
| Total Miscellaneous Grant Fund | | | \$ - | \$ - | \$ - | \$ - | 0% |
| MEASURE A SAFE PARKS FUND | | | | | | | |
| 3330 | 283 | Parks | \$ - | \$ 27,200 | \$ - | \$ 27,200 | 0% |
| Total Measure A Safe Parks Fund | | | \$ - | \$ 27,200 | \$ - | \$ 27,200 | 0% |
| MEASURE W FUND | | | | | | | |
| 3100 | 284 | Public Works | \$ 68,338 | \$ 95,000 | \$ 59,100 | \$ 95,000 | 100% |
| Total Measure W Fund | | | \$ 68,338 | \$ 95,000 | \$ 59,100 | \$ 95,000 | 100% |
| LIGHTING & LANDSCAPING FUND | | | | | | | |
| 3330 | 285 | Parks | \$ 1,059,308 | \$ 928,200 | \$ 863,600 | \$ 942,700 | 2% |
| Total Lighting & Landscaping Fund | | | \$ 1,059,308 | \$ 928,200 | \$ 863,600 | \$ 942,700 | 2% |
| HOUSING FUND | | | | | | | |
| 3320 | 290 | Housing | \$ - | \$ - | \$ - | \$ - | 0% |
| Total Housing Fund | | | \$ - | \$ - | \$ - | \$ - | 0% |

Budgeted Expenditures by Fund

Fiscal Year 2022-2023

| Dept | Fund | Description | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|---|------|-----------------------------------|------------------------|--------------------------------|---------------------------|--------------------------------|---------------------------------------|
| CITYWIDE DEBT SERVICE FUND | | | | | | | |
| 1135 | 300 | Citywide Debt Service Fund | \$ 8,588,510 | \$ 642,100 | \$ 627,800 | \$ 743,800 | 100% |
| Totala Citywide Debt Service Fund | | | \$ 8,588,510 | \$ 642,100 | \$ 627,800 | \$ 743,800 | 100% |
| SERIES 2019A DEBT SERVICE FUND | | | | | | | |
| 3120 | 305 | Series 2019A Debt Service Fund | \$ 262,838 | \$ 263,600 | \$ 263,600 | \$ 262,800 | 100% |
| Total Series 2019A Debt Service Fund | | | \$ 262,838 | \$ 263,600 | \$ 263,600 | \$ 262,800 | 100% |
| SERIES 2019B DEBT SERVICE FUND | | | | | | | |
| 3120 | 310 | Series 2019B Debt Service Fund | \$ 234,150 | \$ 230,400 | \$ 230,400 | \$ 235,400 | 100% |
| Total Series 2019B Debt Service Fund | | | \$ 234,150 | \$ 230,400 | \$ 230,400 | \$ 235,400 | 100% |
| CAPITAL PROJECTS FUND | | | | | | | |
| 3120 | 400 | Capital Projects Fund | \$ 53,287 | \$ 53,500 | \$ 100,800 | \$ 53,500 | 0% |
| Total Capital Projects Fund | | | \$ 53,287 | \$ 53,500 | \$ 100,800 | \$ 53,500 | 0% |
| 2019A CAPITAL PROJECT FUND | | | | | | | |
| 3120 | 405 | 2019A Capital Project Fund | \$ 76,179 | \$ - | \$ - | \$ - | 0% |
| Total 2019A Capital Project Fund | | | \$ 76,179 | \$ - | \$ - | \$ - | 0% |
| 2019B CAPITAL PROJECT FUND | | | | | | | |
| 3120 | 410 | 2019B Capital Project Fund | \$ 67,670 | \$ - | \$ - | \$ - | 0% |
| Total 2019B Capital Project Fund | | | \$ 67,670 | \$ - | \$ - | \$ - | 0% |
| SEWER CONSTRUCTION/MTCE FUND | | | | | | | |
| 3210 | 500 | Sewer Maintenance | \$ 1,186,921 | \$ 1,623,400 | \$ 1,214,000 | \$ 1,369,300 | -16% |
| Total Sewer Construction/Mtce Fund | | | \$ 1,186,921 | \$ 1,623,400 | \$ 1,214,000 | \$ 1,369,300 | -16% |
| EQUIPMENT REPLACEMENT FUND | | | | | | | |
| 5100 | 550 | Information Technology | \$ 172,129 | \$ 161,000 | \$ 261,700 | \$ 187,000 | 16% |
| Total Equipment Replacement Fund | | | \$ 172,129 | \$ 161,000 | \$ 261,700 | \$ 187,000 | 16% |
| VEHICLE MAINTENANCE & REPLACEMENT FUND | | | | | | | |
| 3150 | 555 | Vehicle Maintenance & Replacement | \$ 262,886 | \$ 352,200 | \$ 473,900 | \$ 420,000 | 19% |
| Total Vehicle Maintenance & Replacement Fund | | | \$ 262,886 | \$ 352,200 | \$ 473,900 | \$ 420,000 | 19% |
| SUCCESSOR AGENCY FUND | | | | | | | |
| 5100 | 610 | RPTTF | \$ 548,299 | \$ 1,004,800 | \$ 1,005,200 | \$ 1,066,400 | 6% |
| Total Successor Agency Fund | | | \$ 548,299 | \$ 1,004,800 | \$ 1,005,200 | \$ 1,066,400 | 6% |

Budgeted Expenditures by Fund

Fiscal Year 2022-2023

| <u>Dept</u> | <u>Fund</u> | <u>Description</u> | <u>FY 2020-2021 Actual</u> | <u>FY 2021-2022 Adopted Budget</u> | <u>FY 2021-2022 Estimated</u> | <u>FY 2022-2023 Adopted Budget</u> | <u>% Change from Prior Year Budget</u> |
|-----------------------------|-----------------------------------|--------------------|--------------------------------|--|-----------------------------------|--|--|
| CAPITAL IMPROVEMENTS | | | | | | | |
| 100 | General Fund | | \$ 1,184,873 | \$ 1,049,200 | \$ 240,000 | \$ 640,000 | -39% |
| 200 | State Gas Tax Fund | | 89,981 | 20,000 | - | 20,000 | 0% |
| 202 | RMRA (SB 1) | | 1,378,546 | 950,000 | 400,000 | 1,234,000 | 30% |
| 203 | Measure M Fund | | 172,978 | 490,000 | 45,000 | 682,000 | 39% |
| 205 | Measure R Fund | | 207,185 | 265,000 | 32,000 | 370,000 | 40% |
| 210 | Prop A Fund | | - | 250,000 | 30,000 | 345,000 | 38% |
| 215 | Prop C Fund | | 839,753 | 170,000 | 18,400 | 1,000,000 | 488% |
| 220 | Local Transportation Fund | | 10,000 | 45,000 | 40,000 | 20,000 | -56% |
| 230 | HSIP Grant Fund | | - | 786,000 | - | 786,000 | 0% |
| 263 | American Rescue Plan Act | | - | 715,200 | 380,000 | 1,000,000 | 40% |
| 275 | PEG Access Fund | | 60,727 | 10,000 | 41,000 | - | -100% |
| 280 | Miscellaneous Grant Fund | | 761,813 | 1,832,700 | 2,799,900 | 5,046,600 | 175% |
| 283 | Measure A Safe Parks | | - | 638,000 | 480,100 | - | -100% |
| 284 | Measure W Fund | | 64,935 | 275,000 | 348,000 | - | -100% |
| 285 | Lighting & Landscape Maint. Dist. | | 141,215 | 85,000 | - | - | -100% |
| 400 | Capital Projects Fund | | 142 | 3,104,200 | 3,104,200 | 607,100 | -80% |
| 405 | Series 2019A Capital Project Fund | | 867,642 | 2,089,600 | 2,130,600 | 1,065,300 | -49% |
| 410 | Series 2019B Capital Project Fund | | 865,107 | 2,089,600 | 2,128,900 | 613,200 | -71% |
| 500 | Sewer Construction/Mtce Fund | | 1,819,118 | - | 12,500 | - | 0% |
| | Total Capital Improvements | | \$ 8,464,014 | \$ 14,864,500 | \$ 12,230,600 | \$ 13,429,200 | -10% |
| | GRAND TOTAL | | \$ 38,894,447 | \$ 45,385,300 | \$ 39,613,700 | \$ 45,751,800 | 1% |



GANN APPROPRIATIONS LIMIT



Gann Appropriations Limit

Fiscal Year 2022-2023

| | | | | |
|---------------------|---|-------------------|----|------------------------------|
| FY 2021-2022 | Appropriations Limit, as adjusted | | \$ | 109,193,502 |
| | Change in state Per Capita Income (cost of living factor) | % | | 7.5500 |
| | Change in City of La Puente population | % | | (0.10) |
| | Calculation of factor | (1.0755 x .9990) | = | 1.0744 |
| FY 2022-2023 | Appropriations Limit | | = | <u>\$ 117,317,499</u> |
| FY 2022-2023 | Proceed of Taxes | | \$ | <u>(16,304,200)</u> |
| FY 2022-2023 | Amount Under Appropriations Limit | | \$ | <u>101,013,299</u> |

The establishment of the appropriations limit for the following fiscal year is required by each agency per Article XIII B of the California Constitution-Gann Initiative. The City can select the larger of the percentage growth of the City or County for growth. Also, the City can select the larger of the percentage increase in the State's per capita income or the increase in the City's new construction nonresidential assessed valuation can be utilized for inflation. The following are the rates provided by Department of Finance, County Assessor Office and HdL Coren & Cone.

Change in Population Growth (Dept. of Finance)

| | |
|---|--------|
| City of La Puente | -0.10% |
| County of Los Angeles | -0.71% |
| Change in State's Per Capita Income | 7.55% |
| Change in City's new construction nonresidential assessed valuation | 4.86% |

Proceeds of Taxes

Fiscal Year 2022-2023

| <u>Proceeds of Taxes</u> | <u>Budget</u> |
|-----------------------------------|-----------------------------|
| Sales & Use Tax | \$ 7,328,000 |
| Franchise Tax | 1,155,000 |
| Transient Occupancy Tax | 265,000 |
| Property Transfer Tax | 80,000 |
| Business License Tax | 90,000 |
| Property Tax | 7,278,000 |
| Landscape Maintenance | 9,000 |
| Interest Earnings on Tax Proceeds | <u>99,200</u> |
| Total Proceeds of Taxes | <u>\$ 16,304,200</u> |

Calculation of Interest Earnings:

| | |
|--|----------------|
| Total Proceed of Taxes w/o interest earnings | 16,205,000 |
| Total Revenues | 39,741,900 |
| Less: Total Interest | <u>243,300</u> |
| | 39,498,600 |
| Tax Proceeds as % of Budget | 40.78% |
| Total Interest Earnings | <u>243,300</u> |
| Interest Earned from Taxes | <u>99,207</u> |



GENERAL GOVERNMENT



City of La Puente

City Council

Summary

The City Council strives to make policies that will achieve the goals and objectives that reflects the will of the residents of the City of La Puente and to provide direction to City Staff to implement programs and projects consistent with those goals and objectives. The role of the City Council is to set policy based on the goals and objectives of the community. The City Council provides direction to City Staff to implement policies made by the City Council. The most important policy tool of the City Council is the annual budget. An important piece of budget process is determining what the community needs and setting the goals to meet those needs through the budget process.

FY 2021-2022 Accomplishments

- Led public health initiatives resulting in decreased rates of COVID-19 infections in La Puente.
- Secured additional grants from state agencies for park capital improvements.
- Presided over the Grand Opening of the renovated La Puente Park.
- Implemented programs providing resources to local nonprofit organizations and youth sports teams .

FY 2022-2023 Goals

- To dedicate continuing resources to address homelessness and crime prevention.
- To encourage economic development within the City by supporting the local business community.
- To continue oversight of the La Puente Park Master Plan.
- To meet the needs of the community in its policy making decisions.
- To represent the interests of the City before regional and State organizations and agencies.

| <u>Authorized Positions</u> | <u>Actual</u> <u>2020-21</u> | <u>Actual</u> <u>2021-22</u> | <u>Adopted</u> <u>2022-23</u> |
|------------------------------------|---|---|--|
| Council Members | <u>5.00</u> | <u>5.00</u> | <u>5.00</u> |
| Total FTE | <u>5.00</u> | <u>5.00</u> | <u>5.00</u> |

Fiscal Year 2022-2023

| | FY 2020-2021 | FY 2021-2022 | FY 2021-2022 | FY 2022-2023 | % Change |
|------------------------|-------------------|-----------------------|-------------------|-----------------------|-------------------------------|
| BUDGET IN BRIEF | Actual | Adopted Budget | Estimated | Adopted Budget | from Prior Year Budget |
| Personnel Services | \$ 190,159 | \$ 202,000 | \$ 182,500 | \$ 175,900 | -13% |
| Operating Expenditures | 78,822 | 91,000 | 81,200 | 91,000 | 0% |
| TOTAL | \$ 268,982 | \$ 293,000 | \$ 263,700 | \$ 266,900 | -9% |

FUNDING SOURCES

| | | | | | |
|--------------------|------------|------------|------------|------------|-----|
| 100 - General Fund | \$ 268,982 | \$ 293,000 | \$ 263,700 | \$ 266,900 | -9% |
|--------------------|------------|------------|------------|------------|-----|

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|-----------------------------|--|
| 51111 | Salaries - Full-Time | Stipends for five City Council members |
| 51211 | Retirement | Costs of City's and Council Member's share of CalPERS |
| 51212 | FICA-Medicare | Medicare benefits for Council Members |
| 51311 | Other Health-DOC | Dental, optical and audio reimbursement costs |
| 51312 | Disability Insurance | Disability insurance & survivor's benefits |
| 51313 | Life Insurance | Term life insurance |
| 51314 | Health Insurance | CalPERS health insurance coverage |
| 51316 | Auto Allowance | Automotive allowance for each Council Member |
| 51317 | Telecommunication Allowance | Telecommunication allowance for each Council Member |
| 53012 | Small Tools & Equipment | Small equipment for Council Chambers |
| 53111 | Contract Services - Private | Legislative consultant |
| 53971 | Dues & Memberships | Memberships for California Contract Cities, League of California Cities, San Gabriel Valley Council of Government, and Southern California Association of Government |
| 53972 | Conferences & Meetings | Attendance at professional association conferences and meetings |
| 53976 | Special Departmental | Miscellaneous expenses for Council activities such as flowers, recognition gifts and awards, shirts, jackets and other expenses. |
| 53996 | IT/Equipment Charges | Allocated information technology and equipment charges |

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Personnel Services | | | | | |
| Salaries - Full-time | 51111 | \$ 31,088 | \$ 32,200 | \$ 31,400 | \$ 32,200 |
| Retirement | 51211 | 16,309 | 7,000 | 7,700 | 8,000 |
| FICA-Medicare | 51212 | 1,086 | 1,100 | 1,200 | 1,100 |
| Other Health-DOC | 51311 | 10,000 | 10,000 | 1,600 | 10,000 |
| Disability Insurance | 51312 | 116 | 100 | 100 | 100 |
| Life Insurance | 51313 | 855 | 900 | 1,000 | 900 |
| Health Insurance | 51314 | 87,370 | 105,100 | 93,800 | 78,000 |
| Auto Allowance | 51316 | 26,235 | 27,600 | 27,700 | 27,600 |
| Telecommunication Allowance | 51317 | 17,100 | 18,000 | 18,000 | 18,000 |
| Total Personnel Services | | <u>\$ 190,159</u> | <u>\$ 202,000</u> | <u>\$ 182,500</u> | <u>\$ 175,900</u> |
| Operating Expenditures | | | | | |
| Small Tools & Equipment | 53012 | 350 | 600 | 300 | 600 |
| Contract Services - Private | 53111 | 30,000 | 33,000 | 30,000 | 30,000 |
| Dues & Memberships | 53971 | 41,651 | 40,400 | 40,800 | 41,900 |
| Conferences & Meetings | 53972 | 1,717 | 10,000 | 5,100 | 10,000 |
| Special Departmental | 53976 | 2,202 | 4,300 | 2,300 | 4,300 |
| IT/Equipment Charges | 53996 | 2,902 | 2,700 | 2,700 | 4,200 |
| Total Operating Expenditures | | <u>\$ 78,822</u> | <u>\$ 91,000</u> | <u>\$ 81,200</u> | <u>\$ 91,000</u> |
| TOTAL EXPENDITURES | | <u>\$ 268,982</u> | <u>\$ 293,000</u> | <u>\$ 263,700</u> | <u>\$ 266,900</u> |

City of La Puente

City Manager's Office

Summary

The City Manager's primary function is to implement the policies set by the City Council to achieve the community's vision, goals and objectives. The City Manager advises the City Council on issues relevant to the City and prepares or directs the preparation of informational memoranda and reports to the City Council. The City Manager formulates plans and methodologies to implement the direction of the City Council and keeps the City Council advised of legislation and regulations that affect Council Members and the City.

The City Attorney provides legal advice to the City Council, City Commissions and Committees, and Departments. The City Attorney reviews all resolutions, ordinances, contracts, and other city documents for legal validity, provides advice on the legal ramifications of City policies and actions, and represents the City in court actions as necessary.

FY 2021-2022 Accomplishments

- Responsible for overall project management for the La Puente Park capital improvements.
- Successfully led the re-opening of all City facilities post COVID-19 pandemic.
- Oversaw crime reduction and community policing initiatives.

FY 2022-2023 Goals

- Implement the direction of the City Council.
- Advise and provide recommendations to the City Council on matters within their jurisdiction.
- Provide efficient and responsive city government services.
- Foster cooperative relationships with other agencies and jurisdictions .
- Continue overseeing the La Puente Park Master Plan project to completion.
- Encourage reductions in crime through management of the contract with the Los Angeles Sheriff's Dept.

Significant Changes

- Increase in Legal Fees-General is due to ongoing matters.

| <u>Authorized Positions</u> | <u>Actual</u> <u>2020-21</u> | <u>Actual</u> <u>2021-22</u> | <u>Adopted</u> <u>2022-23</u> |
|------------------------------------|---|---|--|
| City Manager | 0.92 | 0.97 | 0.97 |
| Management Analyst | 0.50 | 0.50 | 0.50 |
| Management Assistant | 0.60 | 0.60 | 0.60 |
| Community Engagement Supervisor | 0.50 | 0.50 | 0.50 |
| Communication/IT Analyst | <u>0.50</u> | <u>0.50</u> | <u>0.50</u> |
| Total FTE | <u>3.02</u> | <u>3.07</u> | <u>3.07</u> |

Fiscal Year 2022-2023

| | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|------------------------|------------------------|--------------------------------|---------------------------|--------------------------------|---------------------------------------|
| BUDGET IN BRIEF | | | | | |
| Personnel Services | \$ 435,021 | \$ 539,000 | \$ 548,400 | \$ 557,600 | 3% |
| Operating Expenditures | 330,731 | 262,800 | 625,900 | 424,100 | 61% |
| TOTAL | <u>\$ 765,752</u> | <u>\$ 801,800</u> | <u>\$ 1,174,300</u> | <u>\$ 981,700</u> | 22% |
| FUNDING SOURCES | | | | | |
| 100 - General Fund | <u>\$ 765,752</u> | <u>\$ 801,800</u> | <u>\$ 1,174,300</u> | <u>\$ 981,700</u> | 22% |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|------------------------------|--|
| 51111 | Salaries - Full-time | Salaries for City Manager (97%), Management Analyst (50%) , Management Assistant (60%), Community Engagement Supervisor (50%), and Communications/IT Analyst (50%) |
| 51118 | Leave Conversion | Conversion of accrued leave |
| 51211 | Retirement | Costs of City's and employee's share of CalPERS |
| 51212 | FICA-Medicare | Medicare benefits for full-time and part-time employees |
| 51311 | Other Health-DOC | Dental, optical and audio reimbursements |
| 51312 | Disability Insurance | Disability insurance & survivor's benefits |
| 51313 | Life Insurance | Term life insurance |
| 51314 | Health Insurance | CalPERS health insurance coverage |
| 51317 | Telecommunication Allowance | Telecommunication allowance for City Manager |
| 51318 | Deferred Compensation | Deferred compensation contribution for City Manager |
| 53011 | Operating Supplies | Office supplies for the City Manager's office |
| 53114 | Legal Fees - General | City Attorney fees for general counsel services |
| 53118 | Legal Fees - Litigation | Legal services for litigation |
| 53961 | Subscriptions & Publications | Subscription for newspapers and publications |
| 53971 | Dues & Memberships | Memberships in professional associations |
| 53972 | Conferences & Meetings | City Manager and staff attendance at various conferences and meetings |
| 53976 | Special Departmental | Miscellaneous expenses such as recognition gifts & awards |
| 53996 | IT/Equipment Charges | Allocated information technology and equipment charges |
| 53997 | Vehicle Charges | Allocated motor pool charges |

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Personnel Services | | | | | |
| Salaries - Full-time | 51111 | \$ 317,578 | \$ 375,100 | \$ 403,700 | \$ 413,600 |
| Salaries - Part-time | 51112 | 6,082 | 23,500 | 7,000 | - |
| Overtime | 51117 | - | - | 22,200 | - |
| Leave Conversion | 51118 | 4,341 | 10,000 | 4,400 | 8,000 |
| Retirement | 51211 | 62,640 | 53,100 | 46,800 | 63,700 |
| FICA-Medicare | 51212 | 4,813 | 5,800 | 4,900 | 6,000 |
| Other Health-DOC | 51311 | 6,040 | 6,100 | 1,000 | 6,100 |
| Disability Insurance | 51312 | 2,790 | 6,400 | 3,600 | 7,000 |
| Life Insurance | 51313 | 758 | 600 | 1,000 | 600 |
| Health Insurance | 51314 | 28,180 | 52,600 | 52,000 | 46,800 |
| Telecommunication Allowance | 51317 | 1,800 | 1,800 | 1,800 | 1,800 |
| Deferred Compensation | 51318 | - | 4,000 | - | 4,000 |
| Total Personnel Services | | <u>\$ 435,021</u> | <u>\$ 539,000</u> | <u>\$ 548,400</u> | <u>\$ 557,600</u> |
| Operating Expenditures | | | | | |
| Operating Supplies | 53011 | \$ 42 | \$ 200 | \$ 1,000 | \$ 1,000 |
| Legal Fees - General | 53114 | 315,842 | 240,000 | 602,700 | 400,000 |
| Legal Fees - Litigation | 53118 | - | 1,500 | 1,500 | 1,500 |
| Subscriptions & Publications | 53961 | - | 700 | - | - |
| Dues & Memberships | 53971 | 69 | 100 | 200 | 200 |
| Conferences & Meetings | 53972 | 1,597 | 2,000 | 1,900 | 2,000 |
| Special Departmental | 53976 | 2,381 | 2,000 | 2,300 | 2,000 |
| IT/Equipment Charges | 53996 | 5,400 | 10,000 | 10,000 | 8,100 |
| Vehicle Charges | 53997 | 5,400 | 6,300 | 6,300 | 9,300 |
| Total Operating Expenditures | | <u>\$ 330,731</u> | <u>\$ 262,800</u> | <u>\$ 625,900</u> | <u>\$ 424,100</u> |
| TOTAL EXPENDITURES | | <u>\$ 765,752</u> | <u>\$ 801,800</u> | <u>\$ 1,174,300</u> | <u>\$ 981,700</u> |

City of La Puente

City Clerk

Summary

The mission of the City Clerk’s office is to provide extraordinary customer service to the public, City staff and the City Council in an efficient, timely and professional manner. Duties of the City Clerk include preparation and posting of meeting agendas, agenda packets, public notices and minutes; recording the legislative actions of the City Council and City Commissions; and preparing and processing resolutions, ordinances and contracts in accordance with all applicable legal requirements. The City Clerk maintains records of all City Council activities, property transactions, contracts, resolutions, ordinances and minutes and ensures compliance with the City’s records retention and disposition policies.

The City Clerk administers municipal elections in accordance with State and local requirements, ensuring transparent, fair and impartial elections; administers oaths of office and acts as the FPPC filing officer. In addition, the City Clerk receives subpoenas, claims against the City and manages and responds to all requests for public records; provides public information services and documents to City Council, City staff and members of the public and maintains the City’s Municipal Code.

FY 2021-2022 Accomplishments

- Implemented NextRequest public records request management software which allows the public to submit requests, receive live updates and access responsive records electronically.
- Uploaded all City Council resolutions, ordinance and minutes to a to a fully searchable portal on the City website.
- Implemented a campaign committee filer and Form 700 public portal on the City website.
- Processed and responded to 160 Public Records Act requests with an average response time of 3 days.
- Prepared agendas and minutes for 27 regular and special City Council meetings.
- Managed the complete update to the City website including a comprehensive review of content and design, creation of new content and design and solicitation of department feedback.

FY 2022-2023 Goals

- Effectively and efficiently administer the November 8, 2022, General Municipal and Special election and serve as filing officer for the City
- Streamline and improve the agenda and staff report process through implementation of an agenda management system thereby saving staff time, paper and reducing printing costs
- Implement and oversee upgrades to the audio and visual system in Council Chambers, Council Conference Room and lobby area
- Manage update to the city-wide conflict of interest code

Significant Changes

- Operating Expenditures will increase due to the November 2022 election taking place in the FY 2022-2023 budget year.

| <u>Authorized Positions</u> | <u>Actual</u> <u>2020-21</u> | <u>Actual</u> <u>2021-22</u> | <u>Adopted</u> <u>2022-23</u> |
|-----------------------------|---------------------------------|---------------------------------|----------------------------------|
| City Clerk | 1.00 | 1.00 | 1.00 |
| Management Assistant | 0.40 | 0.40 | 0.40 |
| Office Specialist | <u>0.00</u> | <u>0.50</u> | <u>1.00</u> |
| Total FTE | <u>1.40</u> | <u>1.90</u> | <u>2.40</u> |

Fiscal Year 2022-2023

| | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|------------------------|------------------------|--------------------------------|---------------------------|--------------------------------|---------------------------------------|
| BUDGET IN BRIEF | | | | | |
| Personnel Services | \$ 227,411 | \$ 221,100 | \$ 217,700 | \$ 258,100 | 17% |
| Operating Expenditures | 95,066 | 106,900 | 92,800 | 192,300 | 80% |
| TOTAL | <u>\$ 322,477</u> | <u>\$ 328,000</u> | <u>\$ 310,500</u> | <u>\$ 450,400</u> | 37% |
| FUNDING SOURCES | | | | | |
| 100 - General Fund | <u>\$ 322,477</u> | <u>\$ 328,000</u> | <u>\$ 310,500</u> | <u>\$ 450,400</u> | 37% |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|------------------------------|---|
| 51111 | Salaries - Full-time | Salaries for City Clerk (100%) and Management Assistant (40%) |
| 51112 | Salaries - Part-time | Salary for (2) part-time Office Specialists (100%) |
| 51211 | Retirement | Costs of City's and employee's retirement at CalPERS |
| 51212 | FICA-Medicare | Medicare benefits for full-time and part-time employees |
| 51311 | Other Health-DOC | Dental, optical and audio reimbursements |
| 51312 | Disability Insurance | Disability insurance & survivor's benefits |
| 51313 | Life Insurance | Term life insurance |
| 51314 | Health Insurance | CalPERS health insurance coverage |
| 53011 | Operating Supplies | Office supplies |
| 53111 | Contract Services - Private | Translation services for City Council and other meetings |
| 53115 | Contract Services - Election | Contract services for assistance with election |
| 53211 | Postage & Mailings | Postage for election notifications and miscellaneous mailings |
| 53411 | Printing & Publishing | Costs for ads for required public notices |
| 53412 | Municipal Code Publishing | Municipal code updates and legal publications |
| 53971 | Dues & Memberships | Membership dues for International Institute of Municipal Clerks and City Clerks Association of California |
| 53972 | Conferences & Meetings | Staff training |
| 53976 | Special Departmental | Miscellaneous supplies for committees and commissions |
| 53996 | IT/Equipment Charges | Allocated information technology and equipment charges |

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Personnel Services | | | | | |
| Salaries - Full-time | 51111 | 146,119 | 147,800 | \$ 153,300 | 163,000 |
| Salaries - Part-time | 51112 | 21,789 | 22,800 | 21,600 | 41,300 |
| Retirement | 51211 | 29,994 | 17,000 | 17,000 | 20,700 |
| FICA-Medicare | 51212 | 2,435 | 2,500 | 2,500 | 3,000 |
| Other Health-DOC | 51311 | 2,800 | 2,800 | 400 | 2,800 |
| Disability Insurance | 51312 | 1,254 | 2,500 | 1,300 | 2,800 |
| Life Insurance | 51313 | 249 | 300 | 200 | 300 |
| Health Insurance | 51314 | 22,771 | 25,400 | 21,400 | 24,200 |
| Total Personnel Services | | <u>\$ 227,411</u> | <u>\$ 221,100</u> | <u>\$ 217,700</u> | <u>\$ 258,100</u> |
| Operating Expenditures | | | | | |
| Operating Supplies | 53011 | 2,132 | 3,000 | 5,900 | 3,000 |
| Contract Services - Private | 53111 | 4,920 | 50,000 | 50,000 | 50,000 |
| Contract Services - Election | 53115 | 65,058 | 10,000 | 7,000 | 100,000 |
| Postage & Mailings | 53211 | 488 | 300 | 100 | 200 |
| Printing & Publishing | 53411 | 5,348 | 15,000 | 7,500 | 10,000 |
| Municipal Code Publishing | 53412 | 1,933 | 10,000 | 5,000 | 5,000 |
| Dues & Memberships | 53971 | 735 | 600 | 800 | 800 |
| Conferences & Meetings | 53972 | 1,179 | 4,000 | 2,500 | 4,000 |
| Special Departmental | 53976 | 172 | 1,500 | 1,500 | 1,500 |
| IT/Equipment Charges | 53996 | 13,102 | 12,500 | 12,500 | 17,800 |
| Total Operating Expenditures | | <u>\$ 95,066</u> | <u>\$ 106,900</u> | <u>\$ 92,800</u> | <u>\$ 192,300</u> |
| TOTAL EXPENDITURES | | <u>\$ 322,477</u> | <u>\$ 328,000</u> | <u>\$ 310,500</u> | <u>\$ 450,400</u> |

City of La Puente

PEG Access Cable Fund

Summary

The PEG Access Cable Fund accounts for funds received from cable television providers as part of the franchise fees for capital equipment related to public, educational and governmental programming on cable television.

FY 2022-2023 Goals

- Enhance Council Chambers infrastructure including cabling, software and computers.
- Improve communications channels and media.

PEG Access Cable Fund

275-1125

Fiscal Year 2022-2023

| | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|-----------------------------------|------------------------|--|---------------------------|--------------------------------|---------------------------------------|
| BUDGET IN BRIEF | | | | | |
| Operating Expenditures | \$ 16,554 | \$ 17,500 | \$ 16,500 | \$ 18,000 | 3% |
| Capital Outlay | 12,747 | 75,000 | 78,000 | 10,000 | -87% |
| TOTAL | <u>\$ 29,301</u> | <u>\$ 92,500</u> | <u>\$ 94,500</u> | <u>\$ 28,000</u> | -70% |
| FUNDING SOURCES | | | | | |
| 275 - PEG Access Cable Fund | <u>\$ 29,301</u> | <u>\$ 92,500</u> | <u>\$ 94,500</u> | <u>\$ 28,000</u> | -70% |
| ACCOUNT NUMBER EXPLANATION | | | | | |
| 53111 Contract Services - Private | | Contract with Granicus | | | |
| 53998 Equipment | | Equipment upgrade for Council Chambers | | | |

PEG Access Cable Fund

275-1125

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Operating Expenditures | | | | | |
| Contract Services - Private | 53111 | \$ 16,554 | \$ 17,500 | \$ 16,500 | \$ 18,000 |
| Total Operating Expenditures | | <u>\$ 16,554</u> | <u>\$ 17,500</u> | <u>\$ 16,500</u> | <u>\$ 18,000</u> |
| Capital Outlay | | | | | |
| Equipment | 53998 | \$ 12,747 | \$ 75,000 | \$ 78,000 | \$ 10,000 |
| Total Capital Outlay | | <u>\$ 12,747</u> | <u>\$ 75,000</u> | <u>\$ 78,000</u> | <u>\$ 10,000</u> |
| TOTAL EXPENDITURES | | <u>\$ 29,301</u> | <u>\$ 92,500</u> | <u>\$ 94,500</u> | <u>\$ 28,000</u> |



ADMINISTRATIVE SERVICES



City of La Puente

Financial Services

Summary

The Financial Services Division is committed to ensuring prudent financial management of public resources to fulfill the City’s mission and citywide priorities. The department accomplishes this objective by providing budgetary oversight. The Director of Administrative Services and Finance Manager ensure compliance with federal, state, and local laws, as well as City regulations and financial policies. The division directs the annual operating and capital budgets, long-term financial planning, financial enterprise systems, citywide cost allocations, investments and treasury, and all audits.

Financial Services manages all accounting and financial reporting, and prepares the Annual Comprehensive Financial Report. The division is also responsible for cashiering, accounts payable, payroll, business license, customer service, and revenue.

FY 2021-2022 Accomplishments

- Completed a successful debt issuance resulting in the issuance of the 2022A Certificates of Participation (COPS) financing energy efficiency capital projects at City facilities.
- Received the Certificate of Excellence in Financial Reporting from the GFOA (Government Finance Officer’s Association) for the FY 2020-2021 Annual Comprehensive Financial Report (ACFR).
- Received the GFOA Distinguished Budget Presentation Award for the FY 2021-2022 Annual Budget and CIP.
- Received the GFOA Award for Excellence in Popular Annual Financial Reporting (PAFR).

FY 2022-2023 Goals

- Continue grant claiming process for several park capital project grants.
- Implement upgrades to business license software

| <u>Authorized Positions</u> | <u>Actual 2020-21</u> | <u>Actual 2021-22</u> | <u>Adopted 2022-23</u> |
|-------------------------------------|---------------------------|---------------------------|----------------------------|
| Director of Administrative Services | 0.85 | 0.90 | 0.90 |
| Finance Manager | 0.00 | 0.00 | 0.65 |
| Principal Accountant | 0.65 | 0.65 | 0.00 |
| Accounting Technician II | 0.65 | 0.65 | 0.65 |
| Accounting Assistant | 1.36 | 1.36 | 1.36 |
| Communication/IT Analyst | <u>0.45</u> | <u>0.50</u> | <u>0.50</u> |
| Total FTE | <u>3.96</u> | <u>4.06</u> | <u>4.06</u> |

Fiscal Year 2022-2023

| <u>BUDGET IN BRIEF</u> | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|-------------------------------|--------------------------------|--|-----------------------------------|--|--|
| Personnel Services | \$ 564,585 | \$ 550,100 | \$ 562,800 | \$ 624,500 | 14% |
| Operating Expenditures | 99,171 | 119,800 | 106,000 | 104,400 | -13% |
| TOTAL | \$ 663,756 | \$ 669,900 | \$ 668,800 | \$ 728,900 | 9% |

FUNDING SOURCES

| | | | | | |
|--------------------|------------|------------|------------|------------|----|
| 100 - General Fund | \$ 663,756 | \$ 669,900 | \$ 668,800 | \$ 728,900 | 9% |
|--------------------|------------|------------|------------|------------|----|

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|-----------------------------|---|
| 51111 | Salaries - Full-time | Salaries for Director of Administrative Services (90%), Finance Manager (65%), Accounting Technician II (65%), two Accounting Assistants (136%), and Communications/IT Analyst (50%). |
| 51113 | Overtime | Overtime pay for full time employees |
| 51118 | Leave Conversion | Conversion of employee sick and vacation leave for cash |
| 51211 | Retirement | Costs of City's and employee's retirement at CalPERS |
| 51212 | FICA-Medicare | Medicare benefits for full-time and part-time employees |
| 51311 | Other Health-DOC | Dental, optical and audio reimbursements |
| 51312 | Disability Insurance | Disability insurance & survivor's benefits |
| 51313 | Life Insurance | Term life insurance |
| 51314 | Health Insurance | CalPERS health insurance coverage |
| 53011 | Operating Supplies | Office supplies needed for A/P, payroll, business licenses, budget, bus passes, business forms, etc. |
| 53111 | Contract Services - Private | Contract costs for financial and single audit, State Controller's report, annual street report, budget printing, cost recovery system, actuarial reports, ACFR statistical information, HDL property tax data and sales tax data, and armored car services. |
| 53112 | Contract Services - Public | State administration fees for collection of Measure LP tax revenue |
| 53965 | Financial Services Fees | Fees for bank monthly analysis charges, LAFCO, and merchant services |
| 53971 | Dues & Memberships | Membership dues for professional organizations. |
| 53972 | Conferences & Meetings | Registration and training costs for attending annual conferences and meetings. |
| 53976 | Special Departmental | Miscellaneous special departmental supplies |
| 53996 | IT/Equipment Charges | Allocated information technology and equipment charges |

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Personnel Services | | | | | |
| Salaries - Full-time | 51111 | \$ 356,628 | \$ 385,200 | \$ 409,300 | \$ 447,000 |
| Overtime | 51113 | 7,791 | 1,000 | 1,000 | 1,000 |
| Leave Conversion | 51118 | 5,823 | 5,000 | 6,100 | 5,000 |
| Retirement | 51211 | 100,343 | 54,500 | 54,700 | 67,300 |
| FICA-Medicare | 51212 | 5,372 | 5,600 | 6,100 | 6,500 |
| Other Health-DOC | 51311 | 7,920 | 8,100 | 1,300 | 8,100 |
| Disability Insurance | 51312 | 3,079 | 6,500 | 3,500 | 7,600 |
| Life Insurance | 51313 | 704 | 700 | 700 | 700 |
| Health Insurance | 51314 | 76,926 | 83,500 | 80,100 | 81,300 |
| Total Personnel Services | | <u>\$ 564,585</u> | <u>\$ 550,100</u> | <u>\$ 562,800</u> | <u>\$ 624,500</u> |
| Operating Expenditures | | | | | |
| Operating Supplies | 53011 | \$ 6,628 | \$ 7,000 | \$ 5,900 | \$ 7,000 |
| Contract Services - Private | 53111 | 68,597 | 75,000 | 70,900 | 70,000 |
| Contract Services - Public | 53112 | - | 6,600 | - | - |
| Financial Services Fees | 53965 | 5,435 | 5,000 | 4,900 | 5,000 |
| Dues & Memberships | 53971 | 1,465 | 1,300 | 1,500 | 1,500 |
| Conferences & Meetings | 53972 | 824 | 4,000 | 2,400 | 4,000 |
| Special Departmental | 53976 | 524 | 1,000 | 500 | 1,000 |
| IT/Equipment Charges | 53996 | 15,698 | 19,900 | 19,900 | 15,900 |
| Total Operating Expenditures | | <u>\$ 99,171</u> | <u>\$ 119,800</u> | <u>\$ 106,000</u> | <u>\$ 104,400</u> |
| TOTAL EXPENDITURES | | <u>\$ 663,756</u> | <u>\$ 669,900</u> | <u>\$ 668,800</u> | <u>\$ 728,900</u> |

City of La Puente

Human Resources/Risk Management

Summary

The Human Resources/Risk Management Division is committed to supporting the employees of the City of La Puente through human resources services that promote a work environment characterized by open communications, personal accountability, and fair treatment of all employees through trust, mutual respect, and equal opportunity. The Division is also committed to reducing the financial impact of claims to the City and the corresponding frequency and severity of these events through the application of professional risk management techniques.

The division is also responsible for personnel recruitment, processing background checks, maintenance of personnel records, analyzing and reviewing personnel policies and procedures, monitoring employee evaluations, representing the City in labor negotiations, processing worker's compensations claims, and all other risk management functions.

In addition to its personnel administration duties as part of the General Fund, the Human Resources/Risk Management Division also houses the Citywide Debt Service Fund. In this capacity, the division serves to finance the annual debt service for both the Series 2020A Pension Obligation Bonds and the 2022A Certificates of Participation (COPs). Going forward, the Citywide Debt Service Fund and Human Resources/Risk Management Division will support the annual budget for principal and interest payments on the bond debt service.

FY 2020-2021 Accomplishments

- Successfully oversaw recruitments for a wide variety of positions, representing a significant increase in the City's part-time workforce.
- Refined and improved the City's CalPERS reporting process.
- Administered educational reimbursement and training programs.

FY 2022-2023 Goals

- Review and update policies, procedures and regulations contained within the Comprehensive Personnel System.

| <u>Authorized Positions</u> | <u>Actual</u> <u>2020-21</u> | <u>Actual</u> <u>2021-22</u> | <u>Adopted</u> <u>2022-23</u> |
|------------------------------------|---|---|--|
| Management Analyst | <u>0.50</u> | <u>0.50</u> | <u>0.50</u> |
| Total FTE | <u>0.50</u> | <u>0.50</u> | <u>0.50</u> |

Human Resources/Risk Management 100-1135

Fiscal Year 2022-2023

| | FY 2020-2021 | FY 2021-2022 | FY 2021-2022 | FY 2022-2023 | % Change |
|-------------------------------|----------------------|------------------------------|-------------------------|------------------------------|--------------------------------------|
| <u>BUDGET IN BRIEF</u> | <u>Actual</u> | <u>Adopted Budget</u> | <u>Estimated</u> | <u>Adopted Budget</u> | <u>from Prior Year Budget</u> |
| Personnel Services | \$ 542,178 | \$ 551,200 | \$ 386,000 | \$ 438,500 | -20% |
| Operating Expenditures | 355,289 | 365,300 | 354,300 | 413,500 | 13% |
| TOTAL | \$ 897,468 | \$ 916,500 | \$ 740,300 | \$ 852,000 | -7% |
| <u>FUNDING SOURCES</u> | | | | | |
| 100 - General Fund | \$ 897,468 | \$ 916,500 | \$ 740,300 | \$ 852,000 | -7% |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|-----------------------------------|--|
| 51111 | Salaries - Full-time | Salary for Management Analyst (50%) |
| 51211 | Retirement | CalPERS costs including Replacement Benefit Fund (RBF) and Section 115 Trust |
| 51212 | FICA-Medicare | Medicare benefits for employees |
| 51311 | Other Health-DOC | Dental, optical and audio reimbursements |
| 51312 | Disability Insurance | Disability & Survivor's insurance |
| 51313 | Life Insurance | Term life insurance |
| 51314 | Health Insurance | CalPERS health insurance coverage for retirees |
| 53011 | Operating Supplies | Office supplies |
| 53012 | Small Tools & Equipment | Purchase of small office equipment |
| 53111 | Contract Services - Private | Contract costs for HR related services |
| 53151 | Education & Training | CJPIA on-location training and education reimbursement program |
| 53406 | Recruitment Expenses | Advertising, pre-employment physical, background investigation, fingerprinting |
| 53610 | Unemployment Insurance | Unemployment insurance |
| 53611 | Workers Compensation Insurance | Workers compensation insurance |
| 53612 | General Liability Insurance | CJPIA general liability insurance |
| 53613 | Special Events Insurance | Special event insurance |
| 53614 | Property Insurance | Property insurance |
| 53615 | Employee Fidelity Bond | Employee fidelity bond |
| 53616 | Environmental Liability Insurance | Environmental liability insurance |
| 53971 | Dues and Memberships | Membership dues for professional organizations. |
| 53972 | Conferences & Meetings | Seminar and training costs |
| 53976 | Special Departmental | Summer and holiday celebrations |

Human Resources/Risk Management 100-1135

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Personnel Services | | | | | |
| Salaries - Full-time | 51111 | \$ 39,206 | \$ 38,200 | \$ 40,300 | \$ 42,500 |
| Retirement | 51211 | 223,892 | 116,700 | 118,000 | 124,000 |
| FICA-Medicare | 51212 | 569 | 600 | 600 | 600 |
| Other Health-DOC | 51311 | 55,110 | 55,000 | 12,900 | 53,000 |
| Disability Insurance | 51312 | 332 | 700 | 400 | 700 |
| Life Insurance | 51313 | 95 | 100 | 100 | 100 |
| Health Insurance | 51314 | 222,974 | 339,900 | 213,700 | 217,600 |
| Total Personnel Services | | <u>\$ 542,178</u> | <u>\$ 551,200</u> | <u>\$ 386,000</u> | <u>\$ 438,500</u> |
| Operating Expenditures | | | | | |
| Operating Supplies | 53011 | \$ 683 | \$ 500 | \$ 400 | \$ 500 |
| Small Tools & Equipment | 53012 | 385 | 500 | 100 | 500 |
| Contract Services-Private | 53111 | - | - | 8,000 | 3,000 |
| Education & Training | 53151 | 3,143 | 5,000 | 8,900 | 10,000 |
| Recruitment Expenses | 53406 | 5,607 | 6,200 | 16,100 | 15,000 |
| Unemployment Insurance | 53610 | 14,676 | 1,000 | 3,900 | 3,000 |
| Workers Compensation Insurance | 53611 | 111,085 | 112,700 | 104,100 | 113,600 |
| General Liability Insurance | 53612 | 171,065 | 173,800 | 152,500 | 205,100 |
| Special Events Insurance | 53613 | 1,303 | 5,000 | 500 | 1,000 |
| Property Insurance | 53614 | 40,773 | 45,100 | 44,600 | 47,100 |
| Employee Fidelity Bond | 53615 | 1,089 | 1,100 | 1,100 | 1,200 |
| Environmental Liability Insurance | 53616 | 1,467 | 1,600 | 1,400 | 1,500 |
| Dues and Memberships | 53971 | - | 800 | 4,300 | 1,000 |
| Conferences & Meetings | 53972 | - | 4,000 | 1,000 | 4,000 |
| Special Departmental | 53976 | 1,111 | 2,800 | 2,200 | 2,800 |
| IT/Equipment Charges | 53996 | 2,902 | 5,200 | 5,200 | 4,200 |
| Total Operating Expenditures | | <u>\$ 355,289</u> | <u>\$ 365,300</u> | <u>\$ 354,300</u> | <u>\$ 413,500</u> |
| TOTAL EXPENDITURES | | <u>\$ 897,468</u> | <u>\$ 916,500</u> | <u>\$ 740,300</u> | <u>\$ 852,000</u> |

Human Resources/Risk Management 300-1135

Fiscal Year 2022-2023

| BUDGET IN BRIEF | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|------------------------|--------------------------------|--|-----------------------------------|--|--|
| Personnel Services | \$ 8,272,391 | \$ - | \$ - | \$ - | 0% |
| Debt Service | 316,119 | 642,100 | 627,800 | 743,800 | 16% |
| TOTAL | \$ 8,588,510 | \$ 642,100 | \$ 627,800 | \$ 743,800 | 16% |

FUNDING SOURCES

| | | | | | |
|----------------------------------|--------------|------------|------------|------------|-----|
| 300 - Citywide Debt Service Fund | \$ 8,588,510 | \$ 642,100 | \$ 627,800 | \$ 743,800 | 16% |
|----------------------------------|--------------|------------|------------|------------|-----|

ACCOUNT NUMBER EXPLANATION

| | |
|---------------------------|--|
| 51211 Retirement | Paydown of CalPERS Unfunded Actuarial Liability |
| 51314 Health Insurance | Paydown of OPEB Liability |
| 53889 Principal Payment | Payment of Series 2020A Principal Payment and Series 2022A Principal Payment |
| 53990 Interest Payment | Payment of Series 2020A Interest Payment and 2022A Interest Payment |
| 53995 Bond Issuance Costs | Series 2020A and 2022A Cost of Issuance |

Human Resources/Risk Management 300-1135

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|---------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Personnel Services | | | | | |
| Retirement | 51211 | \$ 5,572,391 | \$ - | \$ - | \$ - |
| Health Insurance | 51314 | <u>2,700,000</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Total Personnel Services | | <u>\$ 8,272,391</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |
| Debt Service | | | | | |
| Principal Payments | 53989 | \$ - | \$ 373,700 | \$ 373,700 | \$ 397,100 |
| Interest Payments | 53990 | 85,153 | 268,400 | 254,100 | 346,700 |
| Bond Issuance Costs | 53995 | <u>230,965</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Total Debt Service | | <u>\$ 316,119</u> | <u>\$ 642,100</u> | <u>\$ 627,800</u> | <u>\$ 743,800</u> |
| TOTAL EXPENDITURES | | <u>\$ 8,588,510</u> | <u>\$ 642,100</u> | <u>\$ 627,800</u> | <u>\$ 743,800</u> |

City of La Puente

General Services

Summary

General Services supports other City departments to accomplish their goals in serving the public. It provides various internal services including facilities and landscape maintenance at City-owned properties, as well as equipment maintenance and repair. The division also serves as the cost center for City Hall utilities, custodial maintenance services, postage and mailings, and other services shared by various departments.

General Services

100-1150

Fiscal Year 2022-2023

| | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|------------------------|------------------------|--------------------------------|---------------------------|--------------------------------|---------------------------------------|
| BUDGET IN BRIEF | | | | | |
| Operating Expenditures | \$ 271,553 | \$ 247,300 | \$ 216,700 | \$ 249,800 | 1% |
| TOTAL | <u>\$ 271,553</u> | <u>\$ 247,300</u> | <u>\$ 216,700</u> | <u>\$ 249,800</u> | 1% |
| FUNDING SOURCES | | | | | |
| 100 - General Fund | <u>\$ 271,553</u> | <u>\$ 247,300</u> | <u>\$ 216,700</u> | <u>\$ 249,800</u> | 1% |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|-----------------------------|---|
| 53011 | Operating Supplies | City Hall general office supplies and First Aid/AED Program costs |
| 53012 | Small Tools & Equipment | Janitorial supplies and cost of small equipment purchases |
| 53111 | Contract Services - Private | Contract services for deep clean of City Hall |
| 53211 | Postage/Mailing Services | Meter postage, express mail, FedEx and postal permits |
| 53711 | Utility - Gas | Gas utility service for City Hall |
| 53712 | Utility - Electricity | Electrical utility service for City Hall |
| 53714 | Utility - Water | Water service for City Hall |
| 53715 | Utility - Communications | Telephone services for City Hall |
| 53811 | Equipment Maintenance | Maintenance of City Hall heating and air conditioning, elevator, mail meter, emergency generator, AQMD annual fees, and other miscellaneous equipment |
| 53813 | Facility Maintenance | Custodial services, alarm, door mat rentals and pest control for City Hall |
| 53814 | Landscape Maintenance | Backflow testing and incidental landscape decorations at City Hall |
| 53911 | Equipment Lease & Rental | Lease and usage costs for City-wide copier machines and mailing equipment |
| 53976 | Special Departmental | Miscellaneous special departmental supplies |
| 53996 | IT/Equipment Charges | Allocated information technology and equipment charges |
| 53997 | Vehicle Charges | Allocated vehicle charges |

General Services

100-1150

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Operating Expenditures | | | | | |
| Operating Supplies | 53011 | \$ 26,830 | \$ 25,600 | \$ 23,200 | \$ 25,200 |
| Small Tools & Equipment | 53012 | 1,960 | 2,500 | 1,700 | 2,400 |
| Contract Services-Private | 53111 | 4,462 | - | - | - |
| Postage/Mailing Services | 53211 | 22,323 | 20,000 | 18,200 | 20,100 |
| Utility - Gas | 53711 | 8,297 | 11,100 | 11,000 | 12,800 |
| Utility - Electricity | 53712 | 41,517 | 47,500 | 43,500 | 45,000 |
| Utility - Water | 53714 | 9,021 | 8,300 | 7,200 | 8,200 |
| Utility - Communications | 53715 | 57,230 | 16,600 | 15,700 | 16,700 |
| Equipment Maintenance | 53811 | 12,498 | 17,500 | 17,300 | 17,600 |
| Facility Maintenance | 53813 | 43,107 | 46,200 | 30,000 | 42,900 |
| Landscape Maintenance | 53814 | 1,892 | 4,500 | 5,200 | 6,000 |
| Equipment Lease & Rental | 53911 | 30,936 | 35,000 | 31,200 | 34,500 |
| Special Departmental | 53976 | 679 | 1,000 | 1,000 | 1,000 |
| IT/Equipment Charges | 53996 | 5,400 | 5,200 | 5,200 | 8,100 |
| Vehicle Charges | 53997 | 5,400 | 6,300 | 6,300 | 9,300 |
| Total Operating Expenditures | | <u>\$ 271,553</u> | <u>\$ 247,300</u> | <u>\$ 216,700</u> | <u>\$ 249,800</u> |
| TOTAL EXPENDITURES | | <u>\$ 271,553</u> | <u>\$ 247,300</u> | <u>\$ 216,700</u> | <u>\$ 249,800</u> |



PUBLIC SAFETY



City of La Puente

Public Safety Services

Summary

Public Safety is a critical concern of the City. It is the City's endeavor to ensure that residents, business owners and visitors are able to enjoy a safe environment free from crime. The City Manager's Office manages the oversight of the Public Safety budget which includes patrol deployments, station detectives, narcotic detectives, special assignment team, traffic enforcement, motor deputies, gang enforcement, neighborhood and business watch programs, and special event deployment.

The Service Area Sergeant works with the City Manager and is responsible for the oversight of the law enforcement contract and all community policing operations .

Since 1956, the City of La Puente has contracted for policing services with the Los Angeles County Sheriff's Department. Police services are based at the Industry Sheriff's Station. The Special Assignment Team assists patrol deputies and maintains community and intelligence based policing practices with surrounding Sheriff Stations and local police agencies. This specialized team has the resources to provide focused enforcement on areas of concern to the City.

FY 2021-2022 Accomplishments

- Partnered with City to implement ALPR camera systems (Automated License Plate Reader).
- Presented crime statistics to the City Council on a regular basis.
- Responded to and investigated crimes and other incidents occurring within the City.
- Developed and executed strategies for addressing gang violence.
- Worked to address homelessness in conjunction with local organizations.

FY 2022-2023 Goals

- Maintain ten (10) FT Sheriff Deputies on the Special Assignment (SAO) Team.
- Focus investigations and enforcement actions on gang related crimes.
- Develop targeted enforcement strategies to combat shootings and other violent crimes.
- Continue outreach efforts to homeless individuals in partnership with other agencies.

Public Safety Services

100-2100

Fiscal Year 2022-2023

| | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|------------------------|------------------------|--------------------------------|---------------------------|--------------------------------|---------------------------------------|
| BUDGET IN BRIEF | | | | | |
| Operating Expenditures | \$ 7,355,521 | \$ 8,870,600 | \$ 8,372,300 | \$ 8,903,000 | 0% |
| TOTAL | <u>\$ 7,355,521</u> | <u>\$ 8,870,600</u> | <u>\$ 8,372,300</u> | <u>\$ 8,903,000</u> | 0% |
| FUNDING SOURCES | | | | | |
| 100 -General Fund | <u>\$ 7,355,521</u> | <u>\$ 8,870,600</u> | <u>\$ 8,372,300</u> | <u>\$ 8,903,000</u> | 0% |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|--|--|
| 53012 | Small Tools & Equipment | Supplies and small equipment for SAO team |
| 53110 | Contract Services - LA Sheriff | Contract costs with the Los Angeles County Sheriffs Department |
| 53113 | Contract Services - Special Deployment | Law enforcement services for special deployments |
| 53183 | Special Event Services | Law enforcement services for special events |
| 53184 | Prisoner Maintenance | Costs of maintaining prisoners arrested for crimes committed in the City |
| 53186 | Liability Trust Fund | Liability trust fund for all services provided by Sheriffs Department |
| 53715 | Utilities-Communications | Cell phones for Lieutenant and SAO team |
| 53811 | Equipment Maintenance | Annual calibration and repair of traffic equipment |
| 53996 | IT/Equipment Charges | Allocated information technology and equipment charges |
| 53997 | Vehicle Charges | Allocated vehicle charges |

Public Safety Services

100-2100

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|--|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Operating Expenditures | | | | | |
| Small Tools & Equipment | 53012 | \$ 2,362 | \$ 1,200 | \$ 300 | \$ 1,000 |
| Contract Services - LA Sheriff | 53110 | 6,582,108 | 7,910,600 | 7,476,400 | 7,882,000 |
| Contract Services - Special Deployment | 53113 | 76,302 | 100,000 | 80,600 | 100,000 |
| Special Event Services | 53183 | - | 36,700 | 5,000 | 80,600 |
| Prisoner Maintenance | 53184 | 165 | 2,000 | 1,000 | 2,000 |
| Liability Trust Fund | 53186 | 684,213 | 802,100 | 791,500 | 813,800 |
| Utilities-Communications | 53715 | 2,370 | 2,400 | 2,400 | 2,400 |
| Equipment Maintenance | 53811 | - | 600 | 100 | 600 |
| IT/Equipment Charges | 53996 | 2,602 | 2,500 | 2,500 | 2,000 |
| Vehicle Charges | 53997 | 5,400 | 12,500 | 12,500 | 18,600 |
| Total Operating Expenditures | | <u>\$ 7,355,521</u> | <u>\$ 8,870,600</u> | <u>\$ 8,372,300</u> | <u>\$ 8,903,000</u> |
| TOTAL EXPENDITURES | | <u>\$ 7,355,521</u> | <u>\$ 8,870,600</u> | <u>\$ 8,372,300</u> | <u>\$ 8,903,000</u> |

City of La Puente

Supplemental Law Enforcement

Summary

The Supplemental Law Enforcement Services Fund (SLESF) Grant (Proposition 172, 1992) is a restricted funding source received from the State under the State Citizens Option for Public Safety (COPS) Program.

The State awards this on-going grant contribution, annually, to local law enforcement agencies year to provide funding for program personnel, overtime, equipment, and other uses within the realm of policing.

FY 2021-2022 Accomplishments

- Funding for ALPR Camera system citywide.
- Support of General Fund contract law enforcement activities.

FY 2022-2023 Goals

- Continued installation of ALPR Camera system.

Supplemental Law Enforcement

240-2100

Fiscal Year 2022-2023

| | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|--------------------------------------|------------------------|--------------------------------|---------------------------|--------------------------------|---------------------------------------|
| BUDGET IN BRIEF | | | | | |
| Operating Expenditures | \$ - | \$ 137,600 | \$ 137,600 | \$ 160,000 | |
| Transfer to Other Funds | 156,727 | 2,400 | 23,700 | - | -100% |
| TOTAL | <u>\$ 156,727</u> | <u>\$ 140,000</u> | <u>\$ 161,300</u> | <u>\$ 160,000</u> | 14% |
| FUNDING SOURCES | | | | | |
| 240 -Supplement Law Enforcement Fund | <u>\$ 156,727</u> | <u>\$ 140,000</u> | <u>\$ 161,300</u> | <u>\$ 160,000</u> | 14% |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|-----------------------------|---|
| 53111 | Contract Services - Private | Costs related to public safety camera system |
| 54999 | Transfer to Other Funds | Transfers funds to the General Fund to assist in funding front-line police services |

Supplemental Law Enforcement

240-2100

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|--------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Operating Expenditures | | | | | |
| Contract Services - Private | 53111 | \$ - | \$ 137,600 | \$ 137,600 | \$ 160,000 |
| Total Operating Expenditures | | <u>\$ -</u> | <u>\$ 137,600</u> | <u>\$ 137,600</u> | <u>\$ 160,000</u> |
| Transfer to Other Funds | | | | | |
| Transfer to Other Funds | 54999 | \$ 156,727 | \$ 2,400 | \$ 23,700 | \$ - |
| Total Transfer to Other Funds | | <u>\$ 156,727</u> | <u>\$ 2,400</u> | <u>\$ 23,700</u> | <u>\$ -</u> |
| TOTAL EXPENDITURES | | <u>\$ 156,727</u> | <u>\$ 140,000</u> | <u>\$ 161,300</u> | <u>\$ 160,000</u> |

City of La Puente

JAG Grant Fund

Summary

The Edward Byrne Memorial JAG is awarded to states and territories by a formula based on population and Part 1 violent crimes. Sixty percent of a state's total allocation flows from the U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), and Bureau of Justice Assistance (BJA) to the state's criminal justice planning agency, the State Administering Agency (SAA). The SAA, in turn, passes a designated percentage (called the Variable Pass Through) to local governments and, through them, to non-profit service providers. The grant is awarded to states and units of local government to support crime prevention.

The Edward Byrne Memorial Justice Grant Program (JAG) allows states and units of local government, including tribes, to support a broad range of activities to prevent and control crime based on their own state and local needs and conditions. Grants funds can be used for local initiatives, technical assistance, training, personnel, equipment, supplies, contractual support, and information systems for criminal justice.

JAG Grant Fund

245-2100

Fiscal Year 2022-2023

| | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|------------------------|------------------------|--------------------------------|---------------------------|--------------------------------|---------------------------------------|
| BUDGET IN BRIEF | | | | | |
| Operating Expenditures | \$ - | \$ 11,500 | \$ 11,500 | \$ - | 0% |
| TOTAL | <u>\$ -</u> | <u>\$ 11,500</u> | <u>\$ 11,500</u> | <u>\$ -</u> | 0% |

FUNDING SOURCES

| | | | | | |
|---------------------|-------------|------------------|------------------|-------------|----|
| 245 -JAG Grant Fund | <u>\$ -</u> | <u>\$ 11,500</u> | <u>\$ 11,500</u> | <u>\$ -</u> | 0% |
|---------------------|-------------|------------------|------------------|-------------|----|

ACCOUNT NUMBER EXPLANATION

53978 Special Programs Costs of Sheriff Department saturation patrols

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Operating Expenditures | | | | | |
| Special Programs | 53978 | \$ - | \$ 11,500 | \$ 11,500 | \$ - |
| Total Operating Expenditures | | \$ - | \$ 11,500 | \$ 11,500 | \$ - |
| TOTAL EXPENDITURES | | \$ - | \$ 11,500 | \$ 11,500 | \$ - |

City of La Puente

Code Enforcement

Summary

The Code Enforcement Division is responsible for responding to complaints or inquiries regarding possible violations of zoning, land use, public nuisance, and parking ordinances and restrictions. The Division also identifies and initiates proactive enforcement on significant cases. The Division works with individual property owners to craft work programs and deadlines to achieve compliance. Although achieving voluntary compliance is a primary objective, Code Enforcement staff uses citations and abatement orders to motivate compliance if efforts to achieve voluntary compliance are ineffective.

FY 2021-2022 Accomplishments

- Procurement of additional radios for field staff.
- Parking Enforcement staff issued 11,567 parking citations.
- Installation and deployment of Mobile Computer Systems in parking enforcement vehicles.
- Implementation of private security contract and nighttime-hour phone answering.
- Assisted Community Services staff with enforcement of park regulations at the newly constructed skate park.

FY 2022-2023 Goals

- Re-organization of department in order to provide more efficient public services.
- Continued enforcement of park regulations at City parks and public facilities.
- Expansion of private security and after-hours phone answering contract to include weekends and holidays.
- Encourage and assist in the revitalization and improvement of blighted commercial / industrial properties and improve the City's housing stock.

Significant Changes

- Increase in Contract Services-Private to fund expanded private security services and Code Enforcement consulting.

| <u>Authorized Positions</u> | <u>Actual 2020-21</u> | <u>Actual 2021-22</u> | <u>Adopted 2022-23</u> |
|-------------------------------------|---------------------------|---------------------------|----------------------------|
| Code Enforcement Manager | 0.65 | 0.65 | 0.65 |
| Code Enforcement Supervisor | 0.50 | 0.50 | 0.50 |
| Code Enforcement Officer | * | * | * |
| Parking Enforcement Specialist | * | * | * |
| Office Assistant - Code Enforcement | * | * | * |
| Total FTE | <u>1.15</u> | <u>1.15</u> | <u>1.15</u> |

*Part-time positions - The number of full-time equivalent in the Code Enforcement division can vary depending on the amount of the budget set aside. For FY 2022-23 the recommended budget is \$301,700 which will cover the costs of part-time positions including code enforcement officer, parking control specialist, and office assistant.

Code Enforcement

100-2110

Fiscal Year 2022-2023

| | <u>FY 2020-2021</u> | <u>FY 2021-2022</u> | <u>FY 2021-2022</u> | <u>FY 2022-2023</u> | <u>% Change</u> |
|------------------------|---------------------|-----------------------|---------------------|-----------------------|--------------------|
| BUDGET IN BRIEF | Actual | Adopted Budget | Estimated | Adopted Budget | from Prior |
| | | | | | Year Budget |
| Personnel Services | \$ 359,306 | \$ 495,300 | \$ 589,200 | \$ 564,300 | 14% |
| Operating Expenditures | 147,922 | 288,900 | 380,000 | 444,700 | 54% |
| TOTAL | \$ 507,228 | \$ 784,200 | \$ 969,200 | \$ 1,009,000 | 29% |

FUNDING SOURCES

| | | | | | |
|--------------------|-------------------|-------------------|-------------------|---------------------|-----|
| 100 - General Fund | <u>\$ 507,228</u> | <u>\$ 784,200</u> | <u>\$ 969,200</u> | <u>\$ 1,009,000</u> | 29% |
|--------------------|-------------------|-------------------|-------------------|---------------------|-----|

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|-----------------------------|--|
| 51111 | Salaries - Full-time | Salaries for Code Enforcement Manager (65%) and Code Enforcement Supervisor (50%) |
| 51112 | Salaries - Part-time | Salaries of PT Code Enforcement Officers, Parking Enforcement Specialists, and Office Assistants |
| 51117 | Overtime | Overtime pay for full time employees |
| 51211 | Retirement | Costs of City's and employee's retirement at CalPERS |
| 51212 | FICA-Medicare | Medicare benefits for full-time employees |
| 51311 | Other Health-DOC | Dental, optical and audio reimbursement costs |
| 51312 | Disability Insurance | Disability insurance & survivor's benefits |
| 51313 | Life Insurance | Term life insurance |
| 51314 | Health Insurance | CalPERS health insurance coverage |
| 53011 | Operating Supplies | General office supplies, pens, file folders, printer ink, and other miscellaneous items |
| 53012 | Small Tools & Equipment | Miscellaneous tools and equipment |
| 53015 | Uniform/Boot Reimbursement | Uniforms for division staff including jackets for special events and uniform accessories |
| 53111 | Contract Services - Private | Parking and Administrative citation processing and collections and recovery service |
| 53114 | Legal Services | City Prosecutor services |
| 53151 | Education & Training | Certified Code Enforcement Officer (CCEO) training and certification |
| 53411 | Printing & Publishing | Printing of parking citations, envelopes, fliers and other distributed notifications |
| 53715 | Utility - Communications | Cell phones for Code Enforcement Manager and Code Enforcement Officers |
| 53971 | Dues & Memberships | Membership to the CA Association of Code Enforcement Officers (CACEO) |
| 53972 | Conferences & Meetings | CACEO conference and meetings |
| 53996 | IT/Equipment Charges | Allocated information technology and equipment charges |
| 53997 | Vehicle Charges | Allocated vehicle charges |

Code Enforcement

100-2110

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Personnel Services | | | | | |
| Salaries - Full-time | 51111 | \$ 95,486 | \$ 133,600 | \$ 145,800 | \$ 170,800 |
| Salaries - Part-time | 51112 | 217,826 | 285,400 | 388,200 | 301,700 |
| Overtime | 51117 | - | - | 600 | - |
| Retirement | 51211 | 12,929 | 13,000 | 14,600 | 27,300 |
| FICA-Medicare | 51212 | 4,539 | 6,200 | 7,900 | 6,900 |
| Other Health-DOC | 51311 | 2,300 | 4,300 | 400 | 7,200 |
| Disability Insurance | 51312 | 846 | 2,800 | 1,300 | 2,900 |
| Life Insurance | 51313 | 207 | 500 | 300 | 600 |
| Health Insurance | 51314 | 25,173 | 49,500 | 30,100 | 46,900 |
| Total Personnel Services | | <u>\$ 359,306</u> | <u>\$ 495,300</u> | <u>\$ 589,200</u> | <u>\$ 564,300</u> |
| Operating Expenditures | | | | | |
| Operating Supplies | 53011 | \$ 1,326 | \$ 2,200 | \$ 1,000 | \$ 2,200 |
| Small Tools & Equipment | 53012 | 2,592 | 20,000 | 3,000 | 20,000 |
| Uniforms/Boot Reimbursement | 53015 | 2,428 | 5,000 | 7,900 | 6,000 |
| Contract Services - Private | 53111 | 25,563 | 152,900 | 239,200 | 269,000 |
| Legal Services | 53114 | 33,003 | 18,000 | 40,000 | 20,000 |
| Education & Training | 53151 | 827 | 2,500 | 2,500 | 2,500 |
| Printing & Publishing | 53411 | 669 | 2,000 | 4,000 | 3,000 |
| Utility - Communications | 53715 | 4,389 | 4,500 | 4,100 | 4,500 |
| Dues & Memberships | 53971 | 325 | 2,000 | 500 | 2,000 |
| Conferences & Meetings | 53972 | - | 2,500 | 500 | 2,500 |
| IT/Equipment Charges | 53996 | 28,500 | 27,200 | 27,200 | 19,800 |
| Vehicle Charges | 53997 | 48,300 | 50,100 | 50,100 | 93,200 |
| Total Operating Expenditures | | <u>\$ 147,922</u> | <u>\$ 288,900</u> | <u>\$ 380,000</u> | <u>\$ 444,700</u> |
| TOTAL EXPENDITURES | | <u>\$ 507,228</u> | <u>\$ 784,200</u> | <u>\$ 969,200</u> | <u>\$ 1,009,000</u> |

City of La Puente

Emergency Preparedness Services

Summary

The mission of the Emergency Preparedness Department is to prepare city staff to respond to emergencies as could occur in our city and region. The predominant threat to our region would be from earthquakes. The secondary mission of the division is to inform citizens about individual and family emergency preparedness.

The Emergency Preparedness Department is responsible for maintaining supplies and equipment for emergencies. As such, the City currently maintains supplies such as folding cots, blankets and first aid supplies in four locations in the city. The department is also responsible for training city staff in basic first aid and CPR. The department also provides public outreach and education to the community about their role in preparing themselves and their families to react to emergencies.

FY 2021-2022 Accomplishments

- Coordinated with Area D Disaster Management.
- Provided support for COVID-19 containment and precautionary measures.
- Purchased PPE (personal protective equipment).
- Provision of emergency backpacks for City Hall.

FY 2022-2023 Goals

- Maintain efforts to combat COVID-19 and other transmittable illnesses.
- Continue preparation and planning for natural and manmade emergencies in the community.

Emergency Preparedness Services

100-2120

Fiscal Year 2022-2023

| | <u>FY 2020-2021</u> | <u>FY 2021-2022</u> | <u>FY 2021-2022</u> | <u>FY 2022-2023</u> | <u>% Change</u> |
|-------------------------------|----------------------|------------------------------|-------------------------|------------------------------|--------------------------|
| <u>BUDGET IN BRIEF</u> | <u>Actual</u> | <u>Adopted Budget</u> | <u>Estimated</u> | <u>Adopted Budget</u> | <u>from Prior</u> |
| Operating Expenditures | \$ 5,873 | \$ 7,100 | \$ 7,100 | \$ 7,100 | 0% |
| TOTAL | \$ 5,873 | \$ 7,100 | \$ 7,100 | \$ 7,100 | 0% |
| <u>FUNDING SOURCES</u> | | | | | |
| 100 - General Fund | \$ 5,873 | \$ 7,100 | \$ 7,100 | \$ 7,100 | 0% |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|--------------------|--|
| 53011 | Operating Supplies | Operating supplies |
| 53971 | Dues & Memberships | Membership in Area D professional organization |

Emergency Preparedness Services

100-2120

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Operating Expenditures | | | | | |
| Operating Supplies | 53011 | \$ 3,851 | \$ 5,000 | \$ 5,000 | \$ 5,000 |
| Dues & Memberships | 53971 | <u>2,023</u> | <u>2,100</u> | <u>2,100</u> | <u>2,100</u> |
| Total Operating Expenditures | | <u>\$ 5,873</u> | <u>\$ 7,100</u> | <u>\$ 7,100</u> | <u>\$ 7,100</u> |
| TOTAL EXPENDITURES | | <u><u>\$ 5,873</u></u> | <u><u>\$ 7,100</u></u> | <u><u>\$ 7,100</u></u> | <u><u>\$ 7,100</u></u> |

City of La Puente

Animal Services

Summary

The Animal Services division is a function of the City of La Puente’s Code Enforcement operations. It’s function is to provide the residents of La Puente with comprehensive Animal Control Services, which includes field patrol and response, enforcement of City codes and state laws, animal transport and deceased animal disposal, recovered animal sheltering, and pet licensing services and enforcement. The department serves as a liaison between residents and affordable veterinary care and educational programs.

FY 2021-2022 Accomplishments

- Implementation of TNR (trap neuter release) program for feral cats, resulting in lower costs.
- Successfully recruited a PT Office Specialist to handle animal license desk and clerical duties.
- Developed new protocols for pet licensing.
- Partnered with Code Enforcement department to address local parking and safety concerns.
- Answered calls for service in a timely and efficient manner.
- Investigated cases of alleged abuse and neglect.

FY 2022-2023 Goals

- Increase use of social media to educate and inform residents.
- Expand partnerships with HEART and VIDA to provide more free and low-cost pet care, adoptions fairs, and educational services.
- Continue to explore ways to address wildlife related incidents.

| <u>Authorized Positions</u> | <u>Actual 2020-21</u> | <u>Actual 2021-22</u> | <u>Adopted 2022-23</u> |
|-----------------------------|---------------------------|---------------------------|----------------------------|
| Code Enforcement Manager | 0.00 | 0.15 | 0.15 |
| Code Enforcement Supervisor | 0.00 | 0.50 | 0.50 |
| Office Specialist | 0.00 | 0.00 | * |
| Code Enforcement Officer | <u>0.00</u> | <u>*</u> | <u>*</u> |
| Total FTE | <u>0.00</u> | <u>0.65</u> | <u>0.65</u> |

*Part-time positions - The number of full-time equivalent in Animal Control Services department can vary depending on the amount of the budget set aside. For FY 2022-23, the recommended budget is \$148,900 which will cover the costs of part-time positions including code enforcement officers and office specialist.

Animal Services

100-2130

Fiscal Year 2022-2023

| | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|------------------------|------------------------|--------------------------------|---------------------------|--------------------------------|---------------------------------------|
| BUDGET IN BRIEF | | | | | |
| Personnel Services | \$ 188,915 | \$ 208,200 | \$ 169,000 | \$ 257,000 | 23% |
| Operating Expenditures | 59,856 | 102,900 | 77,700 | 102,000 | -1% |
| TOTAL | \$ 248,770 | \$ 311,100 | \$ 246,700 | \$ 359,000 | 15% |

FUNDING SOURCES

| | | | | | |
|--------------------|------------|------------|------------|------------|-----|
| 100 - General Fund | \$ 248,770 | \$ 311,100 | \$ 246,700 | \$ 359,000 | 15% |
|--------------------|------------|------------|------------|------------|-----|

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|-----------------------------|--|
| 51111 | Salaries - Full-time | Salaries for Code Enforcement Manager (15%) and Code Enforcement Supervisor (50%) |
| 51112 | Salaries - Part-time | Salaries of Part-Time Animal Control / Code Enforcement Officers |
| 51211 | Retirement | Costs of City's and employee's retirement - CalPERS |
| 51212 | FICA-Medicare | Medicare benefits for full-time employees |
| 51311 | Other Health-DOC | Dental, optical and audio reimbursement costs |
| 51312 | Disability Insurance | Disability insurance & survivor's benefits |
| 51313 | Life Insurance | Term life insurance |
| 51314 | Health Insurance | CalPERS health insurance coverage |
| 53011 | Operating Supplies | General office supplies, pens, file folders, printer ink, and other miscellaneous items |
| 53012 | Small Tools & Equipment | Miscellaneous tools and equipment |
| 53015 | Uniform/Boot Reimbursement | Uniforms for division staff including jackets for special events and uniform accessories |
| 53111 | Contract Services - Private | Animal control sheltering contract, D&D disposal, and emergency medical |
| 53112 | Contract Services - Public | Animal control contract with Los Angeles County |
| 53151 | Education & Training | Education and training for animal control staff |
| 53411 | Printing & Publishing | Printing of animal license notifications, envelopes, fliers and other distributed |
| 53971 | Dues & Memberships | Membership costs for animal control associations |
| 53972 | Conferences & Meetings | CACEO conference and meetings |
| 53996 | IT/Equipment Charges | Allocated information technology and equipment charges |
| 53997 | Vehicle Charges | Allocated vehicle charges |

Animal Services

100-2130

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Personnel Services | | | | | |
| Salaries - Full-time | 51111 | \$ 46,286 | \$ 54,900 | \$ 48,500 | \$ 71,200 |
| Salaries - Part-time | 51112 | 117,017 | 127,500 | 99,800 | 148,900 |
| Retirement | 51211 | 8,290 | 4,400 | 6,100 | 11,400 |
| FICA-Medicare | 51212 | 2,369 | 2,700 | 2,100 | 3,100 |
| Other Health-DOC | 51311 | 1,300 | 1,300 | 200 | 2,300 |
| Disability Insurance | 51312 | 426 | 900 | 400 | 1,200 |
| Life Insurance | 51313 | 104 | 100 | 100 | 200 |
| Health Insurance | 51314 | 13,123 | 16,400 | 11,800 | 18,700 |
| Total Personnel Services | | <u>\$ 188,915</u> | <u>\$ 208,200</u> | <u>\$ 169,000</u> | <u>\$ 257,000</u> |
| Operating Expenditures | | | | | |
| Operating Supplies | 53011 | \$ 3,567 | \$ 4,200 | \$ 3,900 | \$ 4,200 |
| Small Tools & Equipment | 53012 | 291 | 1,000 | 600 | 1,000 |
| Uniforms/Boot Reimbursement | 53015 | 449 | 1,200 | 1,600 | 1,200 |
| Contract Services - Private | 53111 | 26,814 | 48,000 | 39,800 | 48,000 |
| Contract Services - Public | 53112 | 12,442 | 28,200 | 12,000 | 28,200 |
| Education & Training | 53151 | - | 1,500 | 1,500 | 1,500 |
| Printing & Publishing | 53411 | 319 | 1,500 | 1,000 | 1,500 |
| Dues & Memberships | 53971 | - | 500 | 500 | 500 |
| Conferences & Meetings | 53972 | 73 | 500 | 500 | 500 |
| IT/Equipment Charges | 53996 | 10,500 | 10,000 | 10,000 | 6,100 |
| Vehicle Charges | 53997 | 5,400 | 6,300 | 6,300 | 9,300 |
| Total Operating Expenditures | | <u>\$ 59,856</u> | <u>\$ 102,900</u> | <u>\$ 77,700</u> | <u>\$ 102,000</u> |
| TOTAL EXPENDITURES | | <u>\$ 248,770</u> | <u>\$ 311,100</u> | <u>\$ 246,700</u> | <u>\$ 359,000</u> |



DEVELOPMENT SERVICES



City of La Puente

Public Works Services

Summary

Public Works Services directs a variety of maintenance services on publicly owned properties and rights-of-way, maintains the cleanliness and positive image of the City, and provides a safe environment for the public. Additional services provided under the guidance of Development Services includes maintenance of facilities, streets, sidewalks, traffic signals and safety lights, traffic signs and legends, street sweeping, water, trees, greens cape, sewers, graffiti abatement, storm water runoff compliance and emergency maintenance services.

FY 2021-2022 Accomplishments

- Coordinated and implemented traffic control for First United Methodist Church free food distribution and “drive-thru” events during the COVID-19 pandemic.
- Performed traffic control for Free COVID-19 Testing site at La Puente Community Center held by the County of Los Angeles.
- Performed street closures and assisted the Community Services Department with set up and take down for the Easter Egg Hunt, Día De Los Muertos, Veterans Day Ceremony, and the Holiday Parade.
- Assisted Los Angeles County Public Works with the Free Household Hazardous and Electronic Waste Drive-Thru Collection Event held at La Puente Park.
- Assisted with the City’s first Pride Resource Fair Brunch by the Bridge Event.
- Installed Military Banners at various locations in the City.

FY 2022-2023 Goals

- Perform street closures and traffic detours in support of City special events.
- Manage and oversee the delivery of Public Works maintenance services to the community through the utilization of various special revenue funds.

Public Works Services

100-3100

Fiscal Year 2022-2023

| | FY 2020-2021 <u>Actual</u> | FY 2021-2022 <u>Adopted Budget</u> | FY 2021-2022 <u>Estimated</u> | FY 2022-2023 <u>Adopted Budget</u> | % Change from Prior Year Budget |
|-----------------------------------|-------------------------------|---|----------------------------------|---------------------------------------|---------------------------------------|
| BUDGET IN BRIEF | | | | | |
| Operating Expenditures | \$ 67,789 | \$ 148,000 | \$ 102,200 | \$ 170,500 | 15% |
| TOTAL | <u>\$ 67,789</u> | <u>\$ 148,000</u> | <u>\$ 102,200</u> | <u>\$ 170,500</u> | 15% |
| FUNDING SOURCES | | | | | |
| 100 - General Fund | <u>\$ 67,789</u> | <u>\$ 148,000</u> | <u>\$ 102,200</u> | <u>\$ 170,500</u> | 15% |
| ACCOUNT NUMBER EXPLANATION | | | | | |
| 53012 | Small Tools & Equipment | Miscellaneous supplies and equipment | | | |
| 53111 | Contract Services - Private | Traffic Control Services, Holiday Banner Installation/Removal, Traffic Closure Plans, NPDES/CIMP Services, MS4 Training and Inspections, Local Roadway Safety Plan (LRSP) | | | |
| 53715 | Utility - Communications | Phone line and internet service | | | |
| 53976 | Special Departmental | Miscellaneous special departmental supplies | | | |
| 53996 | IT/Equipment Charges | Allocated information technology and equipment charges | | | |
| 53997 | Vehicle Charges | Allocated motor pool charges | | | |

Public Works Services

100-3100

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Operating Expenditures | | | | | |
| Small Tools & Equipment | 53012 | \$ 10,931 | \$ 8,500 | \$ 13,500 | \$ 13,000 |
| Contract Services - Private | 53111 | 35,164 | 115,500 | 65,300 | 115,000 |
| Utility - Communications | 53715 | 6,831 | 7,300 | 7,200 | 7,400 |
| Special Departmental | 53976 | 1,264 | 1,500 | 1,000 | 1,000 |
| IT/Equipment Charges | 53996 | 2,798 | 2,700 | 2,700 | 6,100 |
| Vehicle Charges | 53997 | 10,800 | 12,500 | 12,500 | 28,000 |
| Total Operating Expenditures | | <u>\$ 67,789</u> | <u>\$ 148,000</u> | <u>\$ 102,200</u> | <u>\$ 170,500</u> |
| TOTAL EXPENDITURES | | <u>\$ 67,789</u> | <u>\$ 148,000</u> | <u>\$ 102,200</u> | <u>\$ 170,500</u> |

City of La Puente

Measure “W” Fund

Summary

Measure W funds are derived from a special parcel tax and allocated to the City on an annual basis by the County of Los Angeles. Funds are specifically designated for storm water management purposes.

FY 2021-2022 Accomplishments

- Attended and participated in meetings regarding the City’s Coordinated Integrated Monitoring Program (CIMP) to comply with the requirements of the MS4 Permit. Prepared and submitted the City’s Annual Report.

FY 2022-2023 Goals

- Expend funds in accordance with the City’s approved Safe Clean Water Program Annual Plan.
- Continue compliance, monitoring and planning efforts related to storm water.

Measure "W" Fund

284-3100

Fiscal Year 2022-2023

| | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|------------------------|------------------------|--------------------------------|---------------------------|--------------------------------|---------------------------------------|
| BUDGET IN BRIEF | | | | | |
| Operating Expenditures | \$ 68,338 | \$ 95,000 | \$ 59,100 | \$ 95,000 | 100% |
| TOTAL | <u>\$ 68,338</u> | <u>\$ 95,000</u> | <u>\$ 59,100</u> | <u>\$ 95,000</u> | 100% |
| FUNDING SOURCES | | | | | |
| 284 - Measure W Fund | <u>\$ 68,338</u> | <u>\$ 95,000</u> | <u>\$ 59,100</u> | <u>\$ 95,000</u> | 100% |

ACCOUNT NUMBER EXPLANATION

53111 Contract Services - Private Storm water contract services

Measure "W" Fund

284-3100

Fiscal Year 2022-2023

| <u>Description</u> | <u>Acct. No.</u> | <u>FY 2020-2021 Actual</u> | <u>FY 2021-2022 Adopted Budget</u> | <u>FY 2021-2022 Estimated</u> | <u>FY 2022-2023 Adopted Budget</u> |
|-------------------------------------|------------------|--------------------------------|--|-----------------------------------|--|
| Operating Expenditures | | | | | |
| Contract Services - Private | 53111 | \$ 68,338 | \$ 95,000 | \$ 59,100 | \$ 95,000 |
| Total Operating Expenditures | | <u>\$ 68,338</u> | <u>\$ 95,000</u> | <u>\$ 59,100</u> | <u>\$ 95,000</u> |
| TOTAL EXPENDITURES | | <u>\$ 68,338</u> | <u>\$ 95,000</u> | <u>\$ 59,100</u> | <u>\$ 95,000</u> |

City of La Puente

AQMD Fund

Summary

Air Quality Improvement Program Fund accounts for supplemental vehicle license fee revenue distributed to Cities by the South Coast Air Quality Management District pursuant to Assembly Bill 2766. Expenditures are limited to programs, which will reduce air pollution by reducing, directly or indirectly, mobile source emission pollutants (i.e. trip reduction, transit and traffic flow improvements, alternative fuel vehicles).

FY 2021-2022

- Awarded a contract for the purchase of a clean-air transit bus for the La Puente Link fleet.

FY 2022-2023 Goals

- Oversee production and completion of clean-air transit bus.

AQMD Fund

270-3100

Fiscal Year 2022-2023

| | FY 2020-2021 | FY 2021-2022 | FY 2021-2022 | FY 2022-2023 | % Change |
|------------------------|---------------------|-----------------------|---------------------|-----------------------|--------------------|
| | Actual | Adopted Budget | Estimated | Adopted Budget | from Prior |
| | | | | | Year Budget |
| BUDGET IN BRIEF | | | | | |
| Personnel Services | \$ 1,099 | \$ 1,100 | \$ 1,100 | \$ 1,100 | 0% |
| Capital Outlay | 116,429 | 120,000 | - | 150,600 | 26% |
| TOTAL | \$ 117,528 | \$ 121,100 | \$ 1,100 | \$ 151,700 | 25% |
| FUNDING SOURCES | | | | | |
| 270 - AQMD Fund | \$ 117,528 | \$ 121,100 | \$ 1,100 | \$ 151,700 | 25% |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|----------------------|--|
| 51111 | Salaries - Full-time | Salary for Finance Manager - in preparation of required reporting |
| 51211 | Retirement | CalPERS benefits related to staff |
| 51212 | FICA/Medicare | Medicare benefits for full-time employees |
| 51312 | Disability Insurance | Disability insurance & survivor's benefits |
| 51313 | Life Insurance | Term life insurance |
| 51314 | Health Insurance | CalPERS health insurance coverage |
| 54484 | Vehicle Purchase | Purchase of a clean-air vehicles - La Puente Link Bus and park staff electric cart |

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|---------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Personnel Services | | | | | |
| Salaries - Full-time | 51111 | \$ 971 | \$ 900 | \$ 900 | \$ 900 |
| Retirement | 51211 | 80 | 100 | 100 | 100 |
| FICA/Medicare | 51212 | 14 | - | - | - |
| Disability Insurance | 51312 | 3 | - | - | - |
| Life Insurance | 51313 | 1 | - | - | - |
| Health Insurance | 51314 | 30 | 100 | 100 | 100 |
| Total Personnel Services | | <u>\$ 1,099</u> | <u>\$ 1,100</u> | <u>\$ 1,100</u> | <u>\$ 1,100</u> |
| Capital Outlay | | | | | |
| Vehicle Purchase | 54484 | \$ 116,429 | \$ 120,000 | \$ - | \$ 150,600 |
| Total Capital Outlay | | <u>\$ 116,429</u> | <u>\$ 120,000</u> | <u>\$ -</u> | <u>\$ 150,600</u> |
| TOTAL EXPENDITURES | | <u>\$ 117,528</u> | <u>\$ 121,100</u> | <u>\$ 1,100</u> | <u>\$ 151,700</u> |

City of La Puente

Engineering Services

Summary

The Engineering Services Division reviews private development plans to determine impact upon City rights-of-way and provide corrections necessary to safely interface with improvements in the City's public rights-of-way; review parcel and tract maps for accuracy; plan check drainage and grading plans to determine the effect of subdivisions and development proposals from runoff, particularly as they affect adjacent properties and rights-of-way, traffic and circulation impacts of private development, and assisting the general public with engineering-related matters.

FY 2021-2022 Accomplishments

- Assisted the public and the development community through the issuance of 194 encroachment permits for work performed within the City's public right-of-way.

FY 2022-2023 Goals

- Provide timely and responsive Engineering services for the issuance of encroachment permits for work performed in the City's right-of-way.
- Continue to contract with Los Angeles County for industrial waste permitting and inspections pertaining to the discharge of wastewater into the City's sanitary sewer system for food preparation establishments.

Engineering Services

100-3110

Fiscal Year 2022-2023

| | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|------------------------|------------------------|--------------------------------|---------------------------|--------------------------------|---------------------------------------|
| BUDGET IN BRIEF | | | | | |
| Operating Expenditures | \$ 131,921 | \$ 129,900 | \$ 134,000 | \$ 133,300 | 3% |
| TOTAL | \$ 131,921 | \$ 129,900 | \$ 134,000 | \$ 133,300 | 3% |

FUNDING SOURCES

| | | | | | |
|--------------------|------------|------------|------------|------------|----|
| 100 - General Fund | \$ 131,921 | \$ 129,900 | \$ 134,000 | \$ 133,300 | 3% |
|--------------------|------------|------------|------------|------------|----|

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|------------------------------|--|
| 53111 | Contract Services - Private | Miscellaneous engineering services |
| 53119 | Subdivision Plan Check | Costs associated with plan checking subdivision maps and lot line adjustments |
| 53120 | Engineering Permits | Public works plan check and inspection services for engineering permits |
| 53121 | Industrial Waste Inspections | Cost of inspection services provided by Los Angeles County Public Works Department |

Engineering Services

100-3110

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Operating Expenditures | | | | | |
| Contract Services - Private | 53111 | \$ 12,423 | \$ 5,200 | \$ 4,700 | \$ 5,500 |
| Subdivision Plan Check | 53119 | - | 1,500 | 1,200 | 1,500 |
| Engineering Permits | 53120 | 92,754 | 95,700 | 100,900 | 98,700 |
| Industrial Waste Inspections | 53121 | 26,745 | 27,500 | 27,200 | 27,600 |
| Total Operating Expenditures | | <u>\$ 131,921</u> | <u>\$ 129,900</u> | <u>\$ 134,000</u> | <u>\$ 133,300</u> |
| TOTAL EXPENDITURES | | <u>\$ 131,921</u> | <u>\$ 129,900</u> | <u>\$ 134,000</u> | <u>\$ 133,300</u> |

City of La Puente

Streets — State Gas Tax Fund

Summary

The Streets division provides public facilities and infrastructure (streets, roads, curbs, sidewalks, gutters, traffic signals, street lights, parkway trees, etc.) in La Puente which are functional, aesthetically pleasing, and in a well maintained and safe condition.

FY 2021-2022 Accomplishments

- Removed and or covered approximately 155,319 square feet of graffiti within the City's public right-of-way.
- Completed grid prune trimming of 1,620 parkway trees.
- Painted approximately 4,000 linear feet of curbs for restricted or no parking.
- Painted approximately 1,400 square feet of pavement markings for Stop legends, speed limit, and school zone areas.
- Performed roadway repairs by laying down 16 tons of asphalt patch.

FY 2022-2023 Goals

- Continue to provide graffiti abatement services seven days a week.
- Perform parkway tree trimming with completion of grid pruning in Zone 2.
- Replace worn and faded street regulatory signage.
- Complete sidewalk and curb repairs.

| <u>Authorized Positions</u> | <u>Actual 2020-21</u> | <u>Actual 2021-22</u> | <u>Adopted 2022-23</u> |
|-------------------------------------|---------------------------|---------------------------|----------------------------|
| City Manager | 0.02 | 0.02 | 0.02 |
| Director of Administrative Services | 0.02 | 0.02 | 0.02 |
| Director of Development Services | 0.20 | 0.20 | 0.20 |
| Principal Accountant | 0.06 | 0.06 | 0.00 |
| Finance Manager | 0.00 | 0.00 | 0.06 |
| Accounting Technician II | 0.10 | 0.10 | 0.10 |
| Accounting Assistant | 0.04 | 0.04 | 0.04 |
| Maintenance Superintendent | 0.40 | 0.40 | 0.40 |
| Maintenance Supervisor | 0.30 | 0.30 | 0.30 |
| Maintenance Worker | 0.57 | 0.57 | 0.57 |
| Administrative Assistant | 0.15 | 0.15 | 0.15 |
| Maintenance Assistant | * | * | * |
| Total FTE | <u>1.86</u> | <u>1.86</u> | <u>1.86</u> |

*Part-time positions - The number of full time equivalent in Streets department can vary depending on the amount of budget set aside. For FY 2022-23, the recommended budget is \$56,900 which will cover the costs of part-time positions including Maintenance Assistant and Maintenance Worker.

Streets – State Gas Tax Fund

200-3120

Fiscal Year 2022-2023

| | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|------------------------|------------------------|--------------------------------|---------------------------|--------------------------------|---------------------------------------|
| BUDGET IN BRIEF | | | | | |
| Personnel Services | \$ 299,612 | \$ 332,500 | \$ 282,400 | \$ 322,800 | -3% |
| Operating Expenditures | 735,413 | 690,700 | 719,100 | 835,600 | 21% |
| TOTAL | <u>\$ 1,035,025</u> | <u>\$ 1,023,200</u> | <u>\$ 1,001,500</u> | <u>\$ 1,158,400</u> | 13% |

FUNDING SOURCES

| | | | | | |
|--------------------------|---------------------|---------------------|---------------------|---------------------|-----|
| 200 - State Gas Tax Fund | <u>\$ 1,035,025</u> | <u>\$ 1,023,200</u> | <u>\$ 1,001,500</u> | <u>\$ 1,158,400</u> | 13% |
|--------------------------|---------------------|---------------------|---------------------|---------------------|-----|

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|-----------------------------|--|
| 51111 | Salaries Full-Time | Salaries of City Manager (2%), Director of Administrative Services (2%), Director of Development Services (20%), Finance Manager (6%), Accounting Technician II (10%), Accounting Assistant (4%), Maintenance Superintendent (40%), Maintenance Supervisor (30%), Maintenance Worker (57%), and Administrative Assistant (15%) |
| 51112 | Salaries Part-Time | Salaries for part-time staff |
| 51117 | Overtime | Overtime pay for full time employees |
| 51211 | Retirement | Costs of City's and employee's retirement at CalPERS |
| 51212 | FICA-Medicare | Medicare benefits for full-time and part-time employees |
| 51311 | Other Health-DOC | Dental, optical and audio reimbursements |
| 51312 | Disability Insurance | Disability insurance & survivor's benefits |
| 51313 | Life Insurance | Term life insurance |
| 51314 | Health Insurance | Costs of health insurance coverage from CalPERS |
| 53012 | Small Tools & Equipment | Tools and equipment for work in the public right-of-way |
| 53016 | Graffiti Removal Supplies | Paint and supplies for removal of graffiti within the public right-of-way |
| 53111 | Contract Services - Private | Miscellaneous traffic studies |
| 53713 | Utilities - Highway Lights | Electrical costs for all highway safety lights at signalized locations in the City |
| 53174 | Utilities - Water | Water costs for medians and other public rights-of-way |
| 53814 | Landscape Maintenance | Weekly maintenance of islands and medians city-wide and other landscaped public rights-of-way |
| 53815 | Parkway Tree Maintenance | Annual grid street tree trimming services and as-needed tree removal, plantings, and emergency tree trimming |
| 53817 | Street/Sidewalk Maintenance | Contract street, sidewalk/curb and gutter, and other public right-of-way maintenance |
| 53819 | Signal Maintenance | Regular monthly maintenance and emergency repairs to traffic signals at intersections in the City |
| 53821 | Traffic Markings/Signs | Replacement/repair and new street and traffic signs, traffic stripping and markings |
| 53997 | Vehicle Charges | Allocated motor pool charges |

Streets – State Gas Tax Fund

200-3120

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Personnel Services | | | | | |
| Salaries - Full-time | 51111 | \$ 148,425 | \$ 164,100 | \$ 138,100 | \$ 180,400 |
| Salaries - Part-time | 51112 | 56,457 | 90,100 | 86,400 | 56,900 |
| Overtime | 51117 | 325 | 2,500 | 1,000 | 2,000 |
| Retirement | 51211 | 59,187 | 30,200 | 25,100 | 35,700 |
| FICA-Medicare | 51212 | 2,976 | 3,700 | 3,300 | 3,500 |
| Other Health-DOC | 51311 | - | 3,700 | 600 | 3,700 |
| Disability Insurance | 51312 | 1,275 | 2,800 | 1,200 | 3,100 |
| Life Insurance | 51313 | 315 | 300 | 300 | 400 |
| Health Insurance | 51314 | 30,653 | 35,100 | 26,400 | 37,100 |
| Total Personnel Services | | <u>\$ 299,612</u> | <u>\$ 332,500</u> | <u>\$ 282,400</u> | <u>\$ 322,800</u> |
| Operating Expenditures | | | | | |
| Small Tools & Equipment | 53012 | \$ 3,773 | \$ 5,500 | \$ 10,500 | \$ 11,200 |
| Graffiti Removal Supplies | 53016 | 25,574 | 18,600 | 18,500 | 19,500 |
| Contract Services - Private | 53111 | 4,200 | 10,400 | 8,700 | 10,400 |
| Utilities - Highway Lights | 53713 | 152,582 | 86,700 | 190,200 | 190,700 |
| Utilities - Water | 53714 | 59,403 | 53,500 | 53,400 | 54,000 |
| Landscape Maintenance | 53814 | 88,468 | 76,200 | 75,600 | 77,100 |
| Parkway Tree Maintenance | 53815 | 158,267 | 175,400 | 195,800 | 200,600 |
| Street/Sidewalk Maintenance | 53817 | 50,242 | 70,000 | 20,000 | 78,000 |
| Signal Maintenance | 53819 | 153,279 | 125,600 | 102,500 | 125,900 |
| Traffic Markings/Signs | 53821 | 23,524 | 50,000 | 25,100 | 40,200 |
| Vehicle Charges | 53997 | 16,102 | 18,800 | 18,800 | 28,000 |
| Total Operating Expenditures | | <u>\$ 735,413</u> | <u>\$ 690,700</u> | <u>\$ 719,100</u> | <u>\$ 835,600</u> |
| TOTAL EXPENDITURES | | <u>\$ 1,035,025</u> | <u>\$ 1,023,200</u> | <u>\$ 1,001,500</u> | <u>\$ 1,158,400</u> |

City of La Puente

Streets — RMRA (SB1) Fund

Summary

The Road Maintenance and Rehabilitation Act (“RMRA” or Senate Bill B1) fund is dedicated for use in the construction and improvement of City streets. The majority of funding is appropriated in the form of capital projects, with a small portion dedicated to administration.

FY 2021-2022 Accomplishments

- Administered roadway improvements including the Local Streets Pavement Resurfacing project.

FY 2022-2023 Goals

- Provide coordination for capital projects in the public right-of-way.

| <u>Authorized Positions</u> | <u>Actual</u> <u>2020-21</u> | <u>Actual</u> <u>2021-22</u> | <u>Adopted</u> <u>2022-23</u> |
|------------------------------------|---|---|--|
| Director of Development Services | 0.00 | 0.10 | 0.10 |
| Total FTE | <u>0.00</u> | <u>0.10</u> | <u>0.10</u> |

Streets – RMRA (SB1) Fund

202-3120

Fiscal Year 2022-2023

| <u>BUDGET IN BRIEF</u> | <u>FY 2020-2021 Actual</u> | <u>FY 2021-2022 Adopted Budget</u> | <u>FY 2021-2022 Estimated</u> | <u>FY 2022-2023 Adopted Budget</u> | <u>% Change from Prior Year Budget</u> |
|--|---|---|--|---|---|
| Personnel Services | \$ - | \$ 23,100 | \$ 20,200 | \$ 25,400 | 100% |
| TOTAL | \$ - | \$ 23,100 | \$ 20,200 | \$ 25,400 | 100% |
| <u>FUNDING SOURCES</u> | | | | | |
| 202 - RMRA (SB 1) Fund | \$ - | \$ 23,100 | \$ 20,200 | \$ 25,400 | 100% |
| <u>ACCOUNT NUMBER EXPLANATION</u> | | | | | |
| 51111 Salaries Full-Time | Salary of Director of Development Services (10%) | | | | |
| 51211 Retirement | Costs of City's and employee's retirement at CalPERS | | | | |
| 51212 FICA-Medicare | Medicare benefits for full-time and part-time employees | | | | |
| 51311 Other Health-DOC | Dental, optical and audio reimbursements | | | | |
| 51312 Disability Insurance | Disability insurance & survivor's benefits | | | | |
| 51313 Life Insurance | Term life insurance | | | | |
| 51314 Health Insurance | Costs of health insurance coverage from CalPERS | | | | |

Streets – RMRA (SB1) Fund

202-3120

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|---------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Personnel Services | | | | | |
| Salaries - Full-time | 51111 | \$ - | \$ 18,500 | \$ 16,400 | \$ 20,300 |
| Retirement | 51211 | - | 1,500 | 1,200 | 1,900 |
| FICA-Medicare | 51212 | - | 300 | 300 | 300 |
| Other Health-DOC | 51311 | - | 200 | 100 | 200 |
| Disability Insurance | 51312 | - | 300 | 200 | 300 |
| Life Insurance | 51313 | - | 100 | 100 | 100 |
| Health Insurance | 51314 | - | 2,200 | 1,900 | 2,300 |
| Total Personnel Services | | <u>\$ -</u> | <u>\$ 23,100</u> | <u>\$ 20,200</u> | <u>\$ 25,400</u> |
| TOTAL EXPENDITURES | | <u>\$ -</u> | <u>\$ 23,100</u> | <u>\$ 20,200</u> | <u>\$ 25,400</u> |

City of La Puente

Measure “M” Fund

Summary

Measure M Fund accounts for the one half-cent (0.5%) sales tax that was approved by Los Angeles County voters in November 2016. It is collected and administered by the L.A. County MTA. Measure M will increase to 1% on July 1, 2039 when Measure R expires. Proceeds from the sales tax are to be used for street and transportation projects.

FY 2021-2022 Accomplishments

- Administration of CIP projects.
- Debt Service for Service for 2019A Bonds.
- Maintenance and repair of public roadways.

FY 2022-2023 Goals

- Coordinate planning and oversight of Measure M funded capital projects.
- Provide local matching funds for the federal HSIP grant for traffic signal improvements.
- Continue to provide for maintenance needs in public roadways.

| <u>Authorized Positions</u> | <u>Actual 2020-21</u> | <u>Actual 2021-22</u> | <u>Adopted 2022-23</u> |
|-------------------------------------|---------------------------|---------------------------|----------------------------|
| Director of Administrative Services | 0.02 | 0.02 | 0.02 |
| Director of Development Services | 0.10 | 0.10 | 0.10 |
| Principal Accountant | 0.06 | 0.06 | 0.00 |
| Finance Manager | 0.00 | 0.00 | 0.06 |
| Accounting Technician II | 0.02 | 0.02 | 0.02 |
| Maintenance Superintendent | 0.25 | 0.25 | 0.25 |
| Maintenance Supervisor | 0.20 | 0.20 | 0.20 |
| Maintenance Lead | 0.50 | 0.50 | 0.50 |
| Maintenance Worker | 0.00 | 0.00 | 0.00 |
| Administrative Assistant | 0.07 | 0.07 | 0.07 |
| Maintenance Assistant | * | * | * |
| Total FTE | <u>1.22</u> | <u>1.22</u> | <u>1.22</u> |

*Part-time positions - The number of full time equivalent in Streets department can vary depending on the amount of budget set aside. For FY 2022-23, the recommended budget is \$59,600 which will cover the costs of part-time positions including Maintenance Assistant and Maintenance Worker.

Measure "M" Fund

203-3120

Fiscal Year 2022-2023

| | <u>FY 2020-2021</u> | <u>FY 2021-2022</u> | <u>FY 2021-2022</u> | <u>FY 2022-2023</u> | <u>% Change</u> |
|-------------------------------|----------------------|------------------------------|-------------------------|------------------------------|---------------------------|
| <u>BUDGET IN BRIEF</u> | <u>Actual</u> | <u>Adopted Budget</u> | <u>Estimated</u> | <u>Adopted Budget</u> | <u>from Prior</u> |
| | | | | | <u>Year Budget</u> |
| Personnel Services | \$ 163,265 | \$ 208,600 | \$ 155,800 | \$ 221,200 | 6% |
| Operating Expenditures | 10,216 | - | 2,500 | 2,500 | 0% |
| Transfer to Other Funds | 262,838 | 263,600 | 263,600 | 262,800 | 0% |
| TOTAL | \$ 436,319 | \$ 472,200 | \$ 421,900 | \$ 486,500 | 3% |
| <u>FUNDING SOURCES</u> | | | | | |
| 205 - Measure "M" Fund | \$ 436,319 | \$ 472,200 | \$ 421,900 | \$ 486,500 | 3% |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|-----------------------------|--|
| 51111 | Salaries - Full-time | Salaries of Director of Administrative Services (2%), Director of Development Services (10%), Finance Manager (6%), Accounting Technician II (2%), Maintenance Superintendent (25%), Maintenance Supervisor (20%), Maintenance Lead (50%), and Administrative Assistant (7%) |
| 51112 | Salaries - Part-time | Salaries of part-time maintenance assistants |
| 51117 | Overtime | Overtime pay for employees |
| 51211 | Retirement | Costs of City's and employee's retirement at CalPERS |
| 51212 | FICA-Medicare | Medicare benefits for full-time and part-time employees |
| 51311 | Other Health-DOC | Dental, optical and audio reimbursement costs |
| 51312 | Disability Insurance | Disability insurance & survivor's benefits |
| 51313 | Life Insurance | Term life insurance |
| 51314 | Health Insurance | CalPERS health insurance coverage |
| 53111 | Contract Services - Private | 2019A bond trustee fees and reporting |
| 54999 | Transfer to Other Funds | Transfer to Debt Service Fund for payment of principal and interest on Series 2019A bonds |

Measure "M" Fund

203-3120

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|--------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Personnel Services | | | | | |
| Salaries - Full-time | 51111 | \$ 90,986 | \$ 102,100 | \$ 95,800 | \$ 110,400 |
| Salaries - Part-time | 51112 | 18,597 | 56,900 | 25,400 | 59,600 |
| Overtime | 51117 | - | 2,500 | 500 | 1,000 |
| Retirement | 51211 | 30,235 | 16,400 | 13,700 | 16,200 |
| FICA-Medicare | 51212 | 1,590 | 2,400 | 1,600 | 2,500 |
| Other Health-DOC | 51311 | 2,440 | 2,400 | 400 | 2,400 |
| Disability Insurance | 51312 | 747 | 1,800 | 800 | 1,900 |
| Life Insurance | 51313 | 182 | 200 | 200 | 200 |
| Health Insurance | 51314 | 18,487 | 23,900 | 17,400 | 27,000 |
| Total Personnel Services | | <u>\$ 163,265</u> | <u>\$ 208,600</u> | <u>\$ 155,800</u> | <u>\$ 221,200</u> |
| Operating Expenditures | | | | | |
| Contract Services - Private | 53111 | \$ 10,216 | \$ - | \$ 2,500 | \$ 2,500 |
| Total Operating Expenditures | | <u>\$ 10,216</u> | <u>\$ -</u> | <u>\$ 2,500</u> | <u>\$ 2,500</u> |
| Transfer to Other Funds | | | | | |
| Transfer to Other Funds | 54999 | \$ 262,838 | \$ 263,600 | \$ 263,600 | \$ 262,800 |
| Total Transfer to Other Funds | | <u>\$ 262,838</u> | <u>\$ 263,600</u> | <u>\$ 263,600</u> | <u>\$ 262,800</u> |
| TOTAL EXPENDITURES | | <u>\$ 436,319</u> | <u>\$ 472,200</u> | <u>\$ 421,900</u> | <u>\$ 486,500</u> |

City of La Puente

Measure “R” Fund

Summary

To fund capital improvement projects that protect, maintain, or improve streets, sidewalks, medians and panels, and other related roadway areas in the City.

Measure R funds are used in concert with other funding sources to maintain or improve streets and related improvements in the public right-of-way. The funds are used for staff costs to manage and/or implement capital improvement projects.

FY 2021-2022 Accomplishments

- Provide project oversight and administration of Measure R funded projects listed under Capital Projects
- Provide local matching funds for the federal HSIP grant for traffic signal improvements
- Continue to provide funding and staff for oversight of capital improvement projects utilizing Measure R funds

FY 2022-2023 Goals

- Continue to provide for the management of CIP projects, repair and maintenance of public roadways, and Debt Service for 2019B Bonds

| <u>Authorized Positions</u> | <u>Actual 2020-21</u> | <u>Actual 2021-22</u> | <u>Adopted 2022-23</u> |
|-------------------------------------|----------------------------------|----------------------------------|-----------------------------------|
| Director of Administrative Services | 0.02 | 0.02 | 0.02 |
| Director of Development Services | 0.10 | 0.10 | 0.10 |
| Principal Accountant | 0.06 | 0.06 | 0.00 |
| Finance Manager | 0.00 | 0.00 | 0.06 |
| Accounting Technician II | 0.02 | 0.02 | 0.02 |
| Maintenance Superintendent | 0.25 | 0.25 | 0.25 |
| Maintenance Supervisor | 0.20 | 0.20 | 0.20 |
| Maintenance Lead | 0.50 | 0.50 | 0.50 |
| Maintenance Worker | 0.00 | 0.00 | 0.00 |
| Administrative Assistant | 0.07 | 0.07 | 0.07 |
| Maintenance Assistant | * | * | * |
| Total FTE | <u>1.22</u> | <u>1.22</u> | <u>1.22</u> |

*Part-time positions - The number of full time equivalent in Streets department can vary depending on the amount of budget set aside. For FY 2022-23, the recommended budget is \$56,900 which will cover the costs of part-time positions including Maintenance Assistant and Maintenance Worker.

Measure "R" Fund

205-3120

Fiscal Year 2022-2023

| | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|-------------------------|------------------------|--------------------------------|---------------------------|--------------------------------|---------------------------------------|
| BUDGET IN BRIEF | | | | | |
| Personnel Services | \$ 164,713 | \$ 205,900 | \$ 166,300 | \$ 218,500 | 6% |
| Operating Expenditures | 1,950 | - | 2,500 | 2,500 | |
| Transfer to Other Funds | 287,437 | 283,900 | 283,700 | 288,700 | 2% |
| TOTAL | <u>\$ 454,100</u> | <u>\$ 489,800</u> | <u>\$ 452,500</u> | <u>\$ 509,700</u> | 4% |
| FUNDING SOURCES | | | | | |
| 205 - Measure "R" Fund | <u>\$ 454,100</u> | <u>\$ 489,800</u> | <u>\$ 452,500</u> | <u>\$ 509,700</u> | 4% |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|---------------------------|--|
| 51111 | Salaries - Full-time | Salaries of Director of Administrative Services (2%), Director of Development Services (10%), Finance Manager (6%), Accounting Technician II (2%), Maintenance Superintendent (25%), Maintenance Supervisor (20%), Maintenance Lead (50%), and Administrative Assistant (7%) |
| 51112 | Salaries - Part-time | Salaries of part-time maintenance assistants |
| 51117 | Overtime | Overtime pay for full time employees |
| 51211 | Retirement | Costs of City's and employee's retirement at CalPERS |
| 51212 | FICA-Medicare | Medicare benefits for full-time and part-time employees |
| 51311 | Other Health-DOC | Dental, optical and audio reimbursement costs |
| 51312 | Disability Insurance | Disability insurance & survivor's benefits |
| 51313 | Life Insurance | Term life insurance |
| 51314 | Health Insurance | CalPERS health insurance coverage |
| 53111 | Contract Services-Private | 2019B trustee fees and reporting |
| 54999 | Transfer to Other Funds | Transfer to CIP Fund for payment of City of Industry Valley Blvd Projects loan and to Debt Service Fund for payment of principal and interest on Series 2019B bonds |

Measure "R" Fund

205-3120

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|--------------------------------------|-----------|--------------------------|--------------------------------|---------------------------|--------------------------------|
| Personnel Services | | | | | |
| Salaries - Full-time | 51111 | \$ 85,301 | \$ 102,100 | \$ 85,900 | \$ 110,400 |
| Salaries - Part-time | 51112 | 21,482 | 54,200 | 42,700 | 56,900 |
| Overtime | 51117 | - | 2,500 | 500 | 1,000 |
| Retirement | 51211 | 29,809 | 16,400 | 13,400 | 16,300 |
| FICA-Medicare | 51212 | 1,549 | 2,300 | 1,900 | 2,400 |
| Other Health-DOC | 51311 | 2,440 | 2,500 | 400 | 2,400 |
| Disability Insurance | 51312 | 673 | 1,800 | 700 | 1,900 |
| Life Insurance | 51313 | 165 | 200 | 200 | 200 |
| Health Insurance | 51314 | <u>23,295</u> | <u>23,900</u> | <u>20,600</u> | <u>27,000</u> |
| Total Personnel Services | | <u>\$ 164,713</u> | <u>\$ 205,900</u> | <u>\$ 166,300</u> | <u>\$ 218,500</u> |
| Operating Expenditures | | | | | |
| Contract Services - Private | 53111 | <u>\$ 1,950</u> | <u>\$ -</u> | <u>\$ 2,500</u> | <u>\$ 2,500</u> |
| Total Operating Expenditures | | <u>\$ 1,950</u> | <u>\$ -</u> | <u>\$ 2,500</u> | <u>\$ 2,500</u> |
| Transfer to Other Funds | | | | | |
| Transfer to Other Funds | 54999 | <u>\$ 287,437</u> | <u>\$ 283,900</u> | <u>\$ 283,700</u> | <u>\$ 288,700</u> |
| Total Transfer to Other Funds | | <u>\$ 287,437</u> | <u>\$ 283,900</u> | <u>\$ 283,700</u> | <u>\$ 288,700</u> |
| TOTAL EXPENDITURES | | <u><u>\$ 454,100</u></u> | <u><u>\$ 489,800</u></u> | <u><u>\$ 452,500</u></u> | <u><u>\$ 509,700</u></u> |

City of La Puente

Transportation – Prop “A” Fund

Summary

The Development Services Department oversees the provision of transit services utilizing Proposition A funds. The services include the subsidization of monthly MTA and Foothill Transit bus passes and monthly Metro link rail passes. The purpose of the program is to provide residents with an affordable alternative to private automobiles and to encourage the use of mass transit to reduce traffic congestion and improve air quality. Prop A funds are also used to provide a fixed route shuttle service that supplements Foothill Transit and MTA buses for local destinations and a dial-a-ride Paratransit system for seniors and the disabled. Other uses of Prop A funds include the maintenance of bus shelters, providing transportation for special events, and for other related costs such as advertising transit programs in local publications.

FY 2021-2022 Accomplishments

- Provided quality local transit services to the community through La Puente LINK and Dial-a-Ride with a total of 80,052 riders on the Link and 875 riders on the Dial-a-Ride shuttle.
- Continued the sale of discounted Metro (MTA) and Foothill Transit bus passes totaling 264 passes.

FY 2022-2023 Goals

- To provide quality local transit services to the community through La Puente LINK and Dial-A-Ride.
- Continue the provision of bus/rail passes subsidies to encourage the use of mass transit and to make mass transit affordable and convenient to those that do not have private vehicles.
- Continue the LINK fixed-route shuttle service for short-distance local trips with one-hour maximum roundtrips.
- Continue to provide Dial-A-Ride services for seniors and the disabled that is prompt and efficient.
- Complete the bus shelter replacement project with funding supplemented through a grant from Foothill Transit.

| <u>Authorized Positions</u> | <u>Actual 2020-21</u> | <u>Actual 2021-22</u> | <u>Adopted 2022-23</u> |
|-------------------------------------|---------------------------|---------------------------|----------------------------|
| City Manager | 0.01 | 0.01 | 0.01 |
| Director of Administrative Services | 0.02 | 0.02 | 0.02 |
| Director of Development Services | 0.10 | 0.10 | 0.10 |
| Administrative Assistant | 0.07 | 0.07 | 0.07 |
| Finance Manager | 0.00 | 0.00 | 0.06 |
| Principal Accountant | 0.05 | 0.06 | 0.00 |
| Accounting Technician | 0.15 | 0.00 | 0.00 |
| Accounting Technician II | 0.00 | 0.15 | 0.15 |
| Accounting Assistant | 0.60 | 0.60 | 0.60 |
| Associate Planner | 0.00 | 0.00 | 0.20 |
| Assistant Planner | <u>0.20</u> | <u>0.20</u> | <u>0.00</u> |
| Total FTE | <u>1.20</u> | <u>1.21</u> | <u>1.21</u> |

Transportation – Prop “A” Fund

210-3130

Fiscal Year 2022-2023

| | FY 2020-2021 | FY 2021-2022 | FY 2021-2022 | FY 2022-2023 | % Change |
|------------------------|-------------------|-------------------|-------------------|---------------------|-------------|
| | Actual | Adopted Budget | Estimated | Adopted Budget | from Prior |
| BUDGET IN BRIEF | | | | | Year Budget |
| Personnel Services | \$ 133,114 | \$ 144,200 | \$ 118,900 | \$ 160,700 | 11% |
| Operating Expenditures | 628,287 | 752,600 | 620,900 | 856,800 | 14% |
| TOTAL | \$ 761,401 | \$ 896,800 | \$ 739,800 | \$ 1,017,500 | 13% |
| FUNDING SOURCES | | | | | |
| 210 - Prop "A" Fund | \$ 761,401 | \$ 896,800 | \$ 739,800 | \$ 1,017,500 | 13% |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|-----------------------------|--|
| 51111 | Salaries - Full-time | Salaries for City Manager (1%), Director of Administrative Services (2%), Director of Development Services (10%), Administrative Assistant (7%), Finance Manager (6%), Accounting Technician II (15%), Accounting Assistant (60%), and Assistant Planner (20%) |
| 51211 | Retirement | Costs of City's and employee's retirement at CalPERS |
| 51212 | FICA-Medicare | Medicare benefits for full-time and part-time employees |
| 51311 | Other Health-DOC | Dental, optical and audio reimbursement costs |
| 51312 | Disability Insurance | Disability insurance & survivor's benefits |
| 51313 | Life Insurance | Term life insurance |
| 51314 | Health Insurance | CalPERS health insurance coverage |
| 53211 | Postage & Mailing | Postage |
| 53415 | Community Outreach | Transit related portion of the Spotlight publication and delivery costs for the newsletter |
| 53816 | Bus Shelter Maintenance | Bus stop cleaning, shelter repair and maintenance |
| 53914 | Special Event Transpiration | Transportation to special events for senior and recreation purposes |
| 53915 | Public Transit Subsidy | Subsidized cost of TAP and Metro link passes |
| 53916 | Dial-A-Ride Services | Cost to operate a contract Dial-a-Ride transit service for seniors and disabled residents |
| 53917 | Fixed Route Shuttle | Cost to operate a contract fixed-route transit service (La Puente Link) |
| 53971 | Dues & Memberships | Share of Cost for San Gabriel Valley Council of Government dues |
| 53996 | IT/Equipment Charges | Allocated information technology and equipment charges |
| 53997 | Vehicle Charges | Allocated motor pool charges |

Transportation – Prop “A” Fund

210-3130

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Personnel Services | | | | | |
| Salaries - Full-time | 51111 | \$ 74,603 | \$ 95,800 | \$ 79,900 | \$ 108,500 |
| Retirement | 51211 | 33,013 | 17,300 | 15,300 | 20,700 |
| FICA-Medicare | 51212 | 1,082 | 1,400 | 1,200 | 1,600 |
| Other Health-DOC | 51311 | 2,420 | 2,400 | 400 | 2,400 |
| Disability Insurance | 51312 | 631 | 1,600 | 600 | 1,800 |
| Life Insurance | 51313 | 185 | 200 | 200 | 200 |
| Health Insurance | 51314 | 21,179 | 25,500 | 21,300 | 25,500 |
| Total Personnel Services | | <u>\$ 133,114</u> | <u>\$ 144,200</u> | <u>\$ 118,900</u> | <u>\$ 160,700</u> |
| Operating Expenditures | | | | | |
| Postage & Mailing | 53211 | \$ - | \$ 1,000 | \$ 500 | \$ 1,000 |
| Community Outreach | 53415 | 1,283 | 4,000 | 1,000 | 1,000 |
| Bus Shelter Maintenance | 53816 | 43,362 | 50,000 | 53,000 | 52,600 |
| Special Event Transportation | 53914 | - | 2,500 | - | 1,000 |
| Public Transit Subsidy | 53915 | 17,622 | 75,600 | 20,800 | 21,000 |
| Dial-A-Ride Services | 53916 | 69,526 | 115,600 | 50,400 | 87,900 |
| Fixed Route Shuttle | 53917 | 467,431 | 469,800 | 461,300 | 640,800 |
| Dues & Memberships | 53971 | 10,058 | 10,200 | 10,000 | 10,000 |
| IT/Equipment Charges | 53996 | 2,902 | 5,100 | 5,100 | 4,200 |
| Vehicle Charges | 53997 | 16,102 | 18,800 | 18,800 | 37,300 |
| Total Operating Expenditures | | <u>\$ 628,287</u> | <u>\$ 752,600</u> | <u>\$ 620,900</u> | <u>\$ 856,800</u> |
| TOTAL EXPENDITURES | | <u>\$ 761,401</u> | <u>\$ 896,800</u> | <u>\$ 739,800</u> | <u>\$ 1,017,500</u> |

City of La Puente

Transportation – Prop “C” Fund

Summary

Prop C Transportation Fund accounts for the City’s share of the Los Angeles County Proposition C Local Return sales tax dollars. This one-half cent (0.5%) sales tax was approved by voters in 1990. These funds can be used for congestion management programs, bikeways and bike lanes, street improvements supporting public transit service and pavement management system projects.

FY 2022-2023 Goals

- Provide project oversight and administration of Prop C funded projects listed under Capital Projects.
- Continue to provide funding and staff for oversight of capital improvement projects utilizing Prop C funds.

| <u>Authorized Positions</u> | <u>Actual</u> <u>2020-21</u> | <u>Actual</u> <u>2021-22</u> | <u>Adopted</u> <u>2022-23</u> |
|-------------------------------------|---|---|--|
| Director of Administrative Services | 0.02 | 0.02 | 0.02 |
| Director of Development Services | 0.20 | 0.20 | 0.20 |
| Administrative Assistant | 0.07 | 0.07 | 0.07 |
| Principal Accountant | 0.08 | 0.08 | 0.00 |
| Finance Manager | 0.00 | 0.00 | 0.08 |
| Accounting Technician II | <u>0.02</u> | <u>0.02</u> | <u>0.02</u> |
| Total FTE | <u>0.39</u> | <u>0.39</u> | <u>0.39</u> |

Transportation – Prop “C” Fund

215-3130

Fiscal Year 2022-2023

| | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|------------------------|------------------------|--------------------------------|---------------------------|--------------------------------|---------------------------------------|
| BUDGET IN BRIEF | | | | | |
| Personnel Services | \$ 84,720 | \$ 68,700 | \$ 54,700 | \$ 77,500 | 13% |
| TOTAL | <u>\$ 84,720</u> | <u>\$ 68,700</u> | <u>\$ 54,700</u> | <u>\$ 77,500</u> | 13% |
| FUNDING SOURCES | | | | | |
| 215 - Prop "C" Fund | <u>\$ 84,720</u> | <u>\$ 68,700</u> | <u>\$ 54,700</u> | <u>\$ 77,500</u> | 13% |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|----------------------|--|
| 51111 | Salaries - Full-time | Salaries of Director of Administrative Services (2%), Director of Development Services (20%), Administrative Assistant (7%), Finance Manager (8%), and Accounting Technician II (2%) |
| 51211 | Retirement | Costs of City's and employee's retirement at CalPERS |
| 51212 | FICA-Medicare | Medicare benefits for full-time and part-time employees |
| 51311 | Other Health-DOC | Dental, optical and audio reimbursement costs |
| 51312 | Disability Insurance | Disability insurance & survivor's benefits |
| 51313 | Life Insurance | Term life insurance |
| 51314 | Health Insurance | CalPERS health insurance coverage |

Transportation – Prop “C” Fund

215-3130

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|---------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Personnel Services | | | | | |
| Salaries - Full-time | 51111 | \$ 64,549 | \$ 53,100 | \$ 44,100 | \$ 60,000 |
| Retirement | 51211 | 9,560 | 5,400 | 3,900 | 6,700 |
| FICA-Medicare | 51212 | 937 | 800 | 700 | 900 |
| Other Health-DOC | 51311 | 780 | 800 | 100 | 800 |
| Disability Insurance | 51312 | 541 | 900 | 400 | 1,000 |
| Life Insurance | 51313 | 91 | 100 | 100 | 100 |
| Health Insurance | 51314 | 8,263 | 7,600 | 5,400 | 8,000 |
| Total Personnel Services | | <u>\$ 84,720</u> | <u>\$ 68,700</u> | <u>\$ 54,700</u> | <u>\$ 77,500</u> |
| TOTAL EXPENDITURES | | <u>\$ 84,720</u> | <u>\$ 68,700</u> | <u>\$ 54,700</u> | <u>\$ 77,500</u> |

City of La Puente

Series 2019A Debt Service Fund

Summary

The debt service fund serves as an intermediary for administration of the Series 2019A revenue bond issuance. Principal and interest amounts are transferred in from the Measure M Fund and payment is then issued to the trustee.

Series 2019A Debt Service Fund

305-3120

Fiscal Year 2022-2023

| <u>BUDGET IN BRIEF</u> | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|-------------------------------|--------------------------------|--|-----------------------------------|--|--|
| Debt Service | \$ 262,838 | \$ 263,600 | \$ 263,600 | \$ 262,800 | 0% |
| TOTAL | \$ 262,838 | \$ 263,600 | \$ 263,600 | \$ 262,800 | 0% |

| <u>FUNDING SOURCES</u> | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|--------------------------------------|--------------------------------|--|-----------------------------------|--|--|
| 305 - Series 2019A Debt Service Fund | \$ 262,838 | \$ 263,600 | \$ 263,600 | \$ 262,800 | 0% |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|-------------------|---|
| 53889 | Principal Payment | Payment of Series 2019A Principal Payment |
| 53990 | Interest Payment | Payment of Series 2019A Interest Payment |

Series 2019A Debt Service Fund

305-3120

Fiscal Year 2022-2023

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|---------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Debt Service | | | | | |
| Principal Pyaments | 53989 | \$ 140,000 | \$ 145,000 | \$ 145,000 | \$ 150,000 |
| Interest Payments | 53990 | <u>122,838</u> | <u>118,600</u> | <u>118,600</u> | <u>112,800</u> |
| Total Debt Service | | <u>\$ 262,838</u> | <u>\$ 263,600</u> | <u>\$ 263,600</u> | <u>\$ 262,800</u> |
| TOTAL EXPENDITURES | | <u>\$ 262,838</u> | <u>\$ 263,600</u> | <u>\$ 263,600</u> | <u>\$ 262,800</u> |

City of La Puente

Series 2019B Debt Service Fund

Summary

The debt service fund serves as an intermediary for administration of the Series 2019B revenue bond issuance. Principal and interest amounts are transferred in from the Measure R Fund and payment is then issued to the trustee.

Series 2019B Debt Service Fund

310-3120

Fiscal Year 2022-2023

| | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|--------------------------------------|------------------------|--------------------------------|---------------------------|--------------------------------|---------------------------------------|
| <u>BUDGET IN BRIEF</u> | | | | | |
| Debt Service | \$ 234,150 | \$ 230,400 | \$ 230,400 | \$ 235,400 | 2% |
| TOTAL | <u>\$ 234,150</u> | <u>\$ 230,400</u> | <u>\$ 230,400</u> | <u>\$ 235,400</u> | 2% |
| <u>FUNDING SOURCES</u> | | | | | |
| 310 - Series 2019B Debt Service Fund | <u>\$ 234,150</u> | <u>\$ 230,400</u> | <u>\$ 230,400</u> | <u>\$ 235,400</u> | 2% |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|-------------------|---|
| 53889 | Principal Payment | Payment of Series 2019B Principal Payment |
| 53990 | Interest Payment | Payment of Series 2019B Interest Payment |

Series 2019B Debt Service Fund

310-3120

Fiscal Year 2022-2023

| <u>Description</u> | <u>Acct. No.</u> | <u>FY 2020-2021 Actual</u> | <u>FY 2021-2022 Adopted Budget</u> | <u>FY 2021-2022 Estimated</u> | <u>FY 2022-2023 Adopted Budget</u> |
|---------------------------|------------------|--------------------------------|--|-----------------------------------|--|
| Debt Service | | | | | |
| Principal Payments | 53989 | \$ 125,000 | \$ 125,000 | \$ 125,000 | \$ 135,000 |
| Interest Payments | 53990 | 109,150 | 105,400 | 105,400 | 100,400 |
| Total Debt Service | | <u>\$ 234,150</u> | <u>\$ 230,400</u> | <u>\$ 230,400</u> | <u>\$ 235,400</u> |
| TOTAL EXPENDITURES | | <u>\$ 234,150</u> | <u>\$ 230,400</u> | <u>\$ 230,400</u> | <u>\$ 235,400</u> |

City of La Puente

Transportation – Capital Projects Fund

Summary

- Provide for loan payment to the City of Industry for Valley Boulevard improvements.

Transportation – Capital Projects Fund 400-3120

Fiscal Year 2022-2023

| | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|-----------------------------|------------------------|--------------------------------|---------------------------|--------------------------------|---------------------------------------|
| BUDGET IN BRIEF | | | | | |
| Debt Service | \$ 53,287 | \$ 53,500 | \$ 100,800 | \$ 53,500 | 0% |
| TOTAL | <u>\$ 53,287</u> | <u>\$ 53,500</u> | <u>\$ 100,800</u> | <u>\$ 53,500</u> | 0% |
| FUNDING SOURCES | | | | | |
| 400 - Capital Projects Fund | <u>\$ 53,287</u> | <u>\$ 53,500</u> | <u>\$ 100,800</u> | <u>\$ 53,500</u> | 0% |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|----------------------|---|
| 53990 | Debt Service Payment | Payment of City of Industry Valley Blvd Projects loan |
| 53995 | Bond Issuance Costs | 2022A Cost of Debt Issuance |

Transportation – Capital Projects Fund 400-3120

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|---------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Debt Service | | | | | |
| Debt Service Payments | 53990 | \$ 53,287 | \$ 53,500 | \$ 53,500 | \$ 53,500 |
| Bond Issuance Costs | 53995 | \$ - | \$ - | \$ 47,300 | \$ - |
| Total Debt Service | | <u>\$ 53,287</u> | <u>\$ 53,500</u> | <u>\$ 100,800</u> | <u>\$ 53,500</u> |
| TOTAL EXPENDITURES | | <u>\$ 53,287</u> | <u>\$ 53,500</u> | <u>\$ 100,800</u> | <u>\$ 53,500</u> |

City of La Puente

Planning/Zoning Services

Summary

The Planning and Zoning Division is tasked with overseeing the City's physical development through the managing of land use planning, zoning, and land development activities. The mission for this function is to ensure the City's economic vitality and viability through the implementation of the goals and policies established in the City's General Plan and to bring about quality urban design.

FY 2021-2022 Accomplishments

- Approved a Site Plan and Design Review to expand an existing multi-tenant commercial building to provide two additional tenant spaces and exterior façade improvements located at Amar Road and Orange Avenue.
- Approved a Site Plan and Design Review for Suburban Water Systems to demolish an existing reservoir and construct a new tank reservoir of the same capacity (0.5 million gallons) on Hudson Avenue and Glendora Avenue.
- Approved a Conditional Use Permit, Site Plan and Design Review, and Variance for the construction of a three-story, mixed-use development with 34 apartment units and one 927 square foot commercial tenant space at 15861 Main Street in downtown La Puente.
- Adopted the 5th Cycle Housing Element Revision to address prior outstanding deficiencies and obtained certification from the Department of Housing and Community Development (HCD).
- Facilitated the permitting of approximately 37 Accessory Dwelling Units throughout the City in furtherance of the City's housing unit production targets as set forth by the State.
- Facilitated and approved the renovation of an existing restaurant building for the establishment of a new Tierra Mia Coffee at 15251 Amar Road.
- Obtained backing and grant writing support from Metro (LACMTA) for the California Department of Transportation's Active Transportation Plan Cycle 6 grant.

FY 2022-2023 Goals

- Continue to work with developers on infill housing developments to meet RHNA numbers, including the processing of Tentative Tract Maps and Site Plan and Design Review applications.
- Obtain certification by state HCD for La Puente's 6th Cycle Housing Element
- Begin the planning process to implement the goals, policies, and programs of the 6th Housing Element, which may include rezoning of parcels throughout the City.
- Complete the preparation and adoption of the La Puente Safe Routes to School Master Plan.

| <u>Authorized Positions</u> | <u>Actual 2020-21</u> | <u>Actual 2021-22</u> | <u>Adopted 2022-23</u> |
|------------------------------------|----------------------------------|----------------------------------|-----------------------------------|
| Director of Development Services | 0.10 | 0.10 | 0.10 |
| Senior Planner | 1.00 | 1.00 | 1.00 |
| Associate Planner | 0.00 | 0.00 | 0.80 |
| Assistant Planner | 0.80 | 0.80 | 0.00 |
| Administrative Assistant | <u>0.30</u> | <u>0.30</u> | <u>0.30</u> |
| Total FTE | <u>2.20</u> | <u>2.20</u> | <u>2.20</u> |

Planning/Zoning Services

100-3300

Fiscal Year 2022-2023

| | FY 2020-2021 | FY 2021-2022 | FY 2021-2022 | FY 2022-2023 | % Change |
|------------------------|-------------------|-------------------|-------------------|-------------------|------------------------|
| | Actual | Adopted Budget | Estimated | Adopted Budget | from Prior Year Budget |
| BUDGET IN BRIEF | | | | | |
| Personnel Services | \$ 325,278 | \$ 270,100 | \$ 323,600 | \$ 345,800 | 28% |
| Operating Expenditures | 64,443 | 308,000 | 176,700 | 192,000 | -38% |
| TOTAL | <u>\$ 389,721</u> | <u>\$ 578,100</u> | <u>\$ 500,300</u> | <u>\$ 537,800</u> | -7% |
| FUNDING SOURCES | | | | | |
| 100 - General Fund | <u>\$ 389,721</u> | <u>\$ 578,100</u> | <u>\$ 500,300</u> | <u>\$ 537,800</u> | -7% |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|-------------------------------|---|
| 51111 | Salaries - Full-time | Salaries for Development Services Director (10%), Senior Planner (100%), Associate Planner (80%) and Administrative Assistant (30%) |
| 51117 | Overtime | Overtime pay for full-time employees |
| 51118 | Leave Conversion | Conversion of accrued leave |
| 51211 | Retirement | Costs of City's and employee's retirement at CalPERS |
| 51212 | FICA-Medicare | Medicare benefits for full-time and part-time employees |
| 51311 | Other Health-DOC | Dental, optical and audio reimbursement costs |
| 51312 | Disability Insurance | Disability insurance & survivor's benefits |
| 51313 | Life Insurance | Term life insurance |
| 51314 | Health Insurance | CalPERS health insurance coverage |
| 53011 | Operating Supplies | Office supplies for the planning department |
| 53111 | Contract Services - Private | Provides for services for Housing Element & Review Update and miscellaneous planning and zoning Services |
| 53116 | Commission/Committee Services | Stipend for Planning Commission/Development Review Board meetings |
| 53411 | Printing & Publishing | Costs for ads for required public notices for this division |
| 53971 | Dues & Memberships | Membership dues for professional organizations such as ICSC, APA and CCAC |
| 53972 | Conferences & Meetings | Director's attendance at ICSC Conference, Skill Path training for staff and miscellaneous meeting, trainings and seminars |
| 53976 | Special Departmental | Business cards, logo shirts and name plates for planning commissioners |
| 53996 | IT/Equipment Charges | Allocated information technology and equipment charges |

Planning/Zoning Services

100-3300

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Personnel Services | | | | | |
| Salaries - Full-time | 51111 | \$ 204,428 | \$ 188,000 | \$ 234,600 | \$ 247,400 |
| Overtime | 51117 | - | 300 | 100 | 4,500 |
| Leave Conversion | 51118 | 13,862 | 14,000 | 15,000 | 14,000 |
| Retirement | 51211 | 72,145 | 35,400 | 38,500 | 45,200 |
| FICA-Medicare | 51212 | 3,276 | 2,800 | 4,200 | 3,400 |
| Other Health-DOC | 51311 | 4,400 | 4,400 | 700 | 4,400 |
| Disability Insurance | 51312 | 1,915 | 3,200 | 2,000 | 3,800 |
| Life Insurance | 51313 | 431 | 400 | 400 | 400 |
| Health Insurance | 51314 | 24,821 | 21,600 | 28,100 | 22,700 |
| Total Personnel Services | | <u>\$ 325,278</u> | <u>\$ 270,100</u> | <u>\$ 323,600</u> | <u>\$ 345,800</u> |
| Operating Expenditures | | | | | |
| Operating Supplies | 53011 | \$ 312 | \$ 1,200 | \$ 1,200 | \$ 1,200 |
| Contract Services - Private | 53111 | 48,991 | 270,000 | 141,000 | 150,000 |
| Commission/Committee Services | 53116 | 1,500 | 4,700 | 2,200 | 3,000 |
| Printing & Publishing | 53411 | 2,418 | 7,000 | 8,300 | 8,000 |
| Dues & Memberships | 53971 | 630 | 1,800 | 1,100 | 1,500 |
| Conferences & Meetings | 53972 | 195 | 5,300 | 5,000 | 5,500 |
| Special Departmental | 53976 | 570 | 600 | 500 | 1,000 |
| IT/Equipment Charges | 53996 | 9,827 | 17,400 | 17,400 | 21,800 |
| Total Operating Expenditures | | <u>\$ 64,443</u> | <u>\$ 308,000</u> | <u>\$ 176,700</u> | <u>\$ 192,000</u> |
| TOTAL EXPENDITURES | | <u>\$ 389,721</u> | <u>\$ 578,100</u> | <u>\$ 500,300</u> | <u>\$ 537,800</u> |

City of La Puente

Building and Safety Services

Summary

The Building and Safety Services Division ensures the safety and welfare of the public, as well as promoting energy efficiency and a “greener” environment. These goals are achieved by having certified reviewers and inspectors that ensure compliance with the City’s adopted building requirements. Additionally, the Building and Safety Division conducts inspections of substandard properties and provides support to the Code Enforcement Division where substandard structures are involved.

FY 2021-2022 Accomplishments

- Issued 1,295 building permits and performed 2,951 building inspections.
- Completed 276 residential and 25 commercial building plan check reviews.
- Issued a certificate of occupancy to Tierra Mia Coffee.

FY 2022-2023 Goals

- To protect the public by enforcing building regulations that provide for safe buildings in which to live and work.
- Protect the quality of the urban environment by assisting the Code Enforcement Division in the abatement of substandard structures.
- Assist the public in understanding the requirements of the building regulations.
- Provide timely building inspection services for the construction of the Downtown Mixed-Use Building project located at 15861 Main Street.

Building and Safety Services

100-3310

Fiscal Year 2022-2023

| | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|------------------------|------------------------|--------------------------------|---------------------------|--------------------------------|---------------------------------------|
| BUDGET IN BRIEF | | | | | |
| Operating Expenditures | \$ 503,212 | \$ 376,900 | \$ 375,500 | \$ 358,400 | -5% |
| TOTAL | <u>\$ 503,212</u> | <u>\$ 376,900</u> | <u>\$ 375,500</u> | <u>\$ 358,400</u> | -5% |
| FUNDING SOURCES | | | | | |
| 100 - General Fund | <u>\$ 503,212</u> | <u>\$ 376,900</u> | <u>\$ 375,500</u> | <u>\$ 358,400</u> | -5% |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|-----------------------------|--|
| 53011 | Operating Supplies | Office supplies for the Building & Safety department |
| 53111 | Contract Services - Private | Provides for contract building and safety services |
| 53996 | Special Departmental | Miscellaneous special departmental supplies |

Building and Safety Services

100-3310

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Operating Expenditures | | | | | |
| Operating Supplies | 53011 | \$ 1,795 | \$ 1,200 | \$ 3,000 | \$ 2,500 |
| Contract Services - Private | 53111 | 501,417 | 375,400 | 372,100 | 355,400 |
| Special Departmental | 53976 | - | 300 | 400 | 500 |
| Total Operating Expenditures | | <u>\$ 503,212</u> | <u>\$ 376,900</u> | <u>\$ 375,500</u> | <u>\$ 358,400</u> |
| TOTAL EXPENDITURES | | <u>\$ 503,212</u> | <u>\$ 376,900</u> | <u>\$ 375,500</u> | <u>\$ 358,400</u> |

City of La Puente

Housing and Community Services

Summary

This division has the responsibility for administering a wide range of grant-funded programs such as the federally funded Community Development Block Grant (CDBG) Program, the state CalHome Loan housing rehabilitation program, and the federal American Rescue Plan Act (ARPA).. The division provides financial assistance in the form of low cost home improvement and job retention/ creation programs for low and moderate income households, stimulate the revitalization of older declining neighborhoods through the elimination of slum and blight conditions.

FY 2021-2022 Accomplishments

- Initiated and completed 4 CDBG funded rehabilitation grants and 1 Cal Home funded loans.
- Approved and delivered 81 American Rescue Plan Act Business Assistance Grants in response to the Corona Virus Pandemic (COVID-19).
- Approved and delivered 4 CDBG-CV Business Assistance Grants in response to COVID-19.
- Obtained a grant award of \$125,000 from the San Gabriel Valley Council of Governments (SGVCOG) to support programs serving individuals experiencing homelessness or at risk of homelessness.
- Developed a homeless services (PROS) Team under the American Rescue Plan Act program.

FY 2022-2023 Goals

- Preserve and improve the condition of the City's housing stock through the delivery of 14 housing rehabilitation grants and 6 loans.
- To pursue and obtain the Outreach and Services for Hard-to-Reach (HTR) Populations Homeless grant through SGVCOG to further enhance and expand the current homeless program.
- Begin the development of a first-time homebuyer program in the City for eligible participants.

Significant Changes

- Funding source changed for (1.5) FTE of PROS Team staff to General Fund to reduce reliance on ARPA funds.

| <u>Authorized Positions</u> | <u>Actual 2020-21</u> | <u>Actual 2021-22</u> | <u>Adopted 2022-23</u> |
|------------------------------------|---------------------------|---------------------------|----------------------------|
| Finance Manager | 0.03 | 0.03 | 0.03 |
| Accounting Technician II | 0.04 | 0.04 | 0.04 |
| Rehabilitation Grant Specialist | 1.00 | 1.00 | 1.00 |
| Senior Center Specialist | 0.40 | 0.40 | 0.40 |
| Code Enforcement Manager | 0.20 | 0.20 | 0.20 |
| Community Outreach Coordinator | 0.00 | 2.00 | 1.00 |
| Community Resource Technician | 0.00 | 1.00 | 1.50 |
| Maintenance Asst. - Beautification | * | * | * |
| Code Enforcement Officer | * | * | * |
| Total FTE | <u>1.67</u> | <u>4.67</u> | <u>4.17</u> |

*Part-time positions - The number of full time equivalent in the Housing and Community Services department can vary depending on the amount of budget set aside. For FY 2022-23, the recommended budget is \$384,800 which will cover the costs of part-time positions including Code Enforcement Officer (CDBG) and Maint. Asst. - Beautification (ARPA)

Housing and Community Services

100-3320

Fiscal Year 2022-2023

| | FY 2020-2021 <u>Actual</u> | FY 2021-2022 <u>Adopted Budget</u> | FY 2021-2022 <u>Estimated</u> | FY 2022-2023 <u>Adopted Budget</u> | % Change from Prior Year Budget |
|------------------------|-------------------------------|---------------------------------------|----------------------------------|---------------------------------------|---------------------------------------|
| BUDGET IN BRIEF | | | | | |
| Personnel Services | \$ 93,777 | \$ 95,700 | \$ 98,700 | \$ 106,700 | 11% |
| Operating Expenditures | 10,766 | 14,300 | 13,800 | 14,000 | -2% |
| TOTAL | <u>\$ 104,544</u> | <u>\$ 110,000</u> | <u>\$ 112,500</u> | <u>\$ 120,700</u> | 10% |

FUNDING SOURCES

| | | | | | |
|--------------------|-------------------|-------------------|-------------------|-------------------|-----|
| 100 - General Fund | <u>\$ 104,544</u> | <u>\$ 110,000</u> | <u>\$ 112,500</u> | <u>\$ 120,700</u> | 10% |
|--------------------|-------------------|-------------------|-------------------|-------------------|-----|

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|-----------------------------|--|
| 51111 | Salaries - Full-time | Salaries for Rehabilitation Grant Specialist (70%) |
| 51117 | Overtime | Overtime pay for full time employees |
| 51211 | Retirement | Costs of City's and employee's retirement at CalPERS |
| 51212 | FICA-Medicare | Medicare benefits for full-time and part-time employees |
| 51311 | Other Health-DOC | Dental, optical and audio reimbursement costs |
| 51312 | Disability Insurance | Disability insurance & survivor's benefits |
| 51313 | Life Insurance | Term life insurance |
| 51314 | Health Insurance | CalPERS health insurance coverage |
| 53011 | Operating Supplies | Office supplies for the Housing Division |
| 53111 | Contract Services - Private | Consultant Fees, appraisal, escrow, title, monitoring and credit report fees associated with loan and grant programs |
| 53411 | Printing & Publishing | Printing and publishing of notices for Housing Program |
| 53972 | Conferences and Meetings | Seminars and workshops for current and new projects. |
| 53976 | Special Departmental | Miscellaneous special departmental supplies |
| 53996 | IT/Equipment Charges | Allocated information technology and equipment charges |

Housing and Community Services

100-3320

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Personnel Services | | | | | |
| Salaries - Full-time | 51111 | \$ 45,112 | \$ 53,900 | \$ 58,300 | \$ 59,400 |
| Overtime | 51117 | 816 | 500 | 400 | 500 |
| Retirement | 51211 | 30,654 | 20,800 | 21,600 | 24,800 |
| FICA-Medicare | 51212 | 666 | 800 | 900 | 900 |
| Other Health-DOC | 51311 | 3,340 | 3,300 | 500 | 3,400 |
| Disability Insurance | 51312 | 406 | 900 | 600 | 1,000 |
| Life Insurance | 51313 | 109 | 100 | 100 | 100 |
| Health Insurance | 51314 | 12,674 | 15,400 | 16,300 | 16,600 |
| Total Personnel Services | | <u>\$ 93,777</u> | <u>\$ 95,700</u> | <u>\$ 98,700</u> | <u>\$ 106,700</u> |
| Operating Expenditures | | | | | |
| Operating Supplies | 53011 | \$ 633 | \$ 500 | \$ 400 | \$ 500 |
| Contract Services - Private | 53111 | 7,161 | 7,500 | 7,200 | 8,100 |
| Printing & Publishing | 53411 | - | 200 | 200 | 200 |
| Conferences and Meetings | 53972 | 175 | 500 | 500 | 500 |
| Special Departmental | 53976 | - | 500 | 400 | 500 |
| IT/Equipment Charges | 53996 | 2,798 | 5,100 | 5,100 | 4,200 |
| Total Operating Expenditures | | <u>\$ 10,766</u> | <u>\$ 14,300</u> | <u>\$ 13,800</u> | <u>\$ 14,000</u> |
| TOTAL EXPENDITURES | | <u>\$ 104,544</u> | <u>\$ 110,000</u> | <u>\$ 112,500</u> | <u>\$ 120,700</u> |

Fiscal Year 2022-2023

| | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|------------------------|------------------------|--------------------------------|---------------------------|--------------------------------|---------------------------------------|
| BUDGET IN BRIEF | | | | | |
| Personnel Services | \$ 319,541 | \$ 335,300 | \$ 411,800 | \$ 303,300 | -10% |
| Operating Expenditures | 42,257 | 142,300 | 94,600 | 142,300 | 0% |
| TOTAL | <u>\$ 361,798</u> | <u>\$ 477,600</u> | <u>\$ 506,400</u> | <u>\$ 445,600</u> | -7% |
| FUNDING SOURCES | | | | | |
| 260 - CDBG Fund | <u>\$ 361,798</u> | <u>\$ 477,600</u> | <u>\$ 506,400</u> | <u>\$ 445,600</u> | -7% |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|--------------------------------|---|
| 51111 | Salaries Full-Time | Salaries for Finance Manager (3%), Accounting Technician II (4%), Rehabilitation Grant Specialist (30%); Community Services Coordinator (40%), and Code Enforcement Manager (20%) |
| 51112 | Salaries Part-Time | Salaries for part-time Code Enforcement Officers |
| 51117 | Overtime | Overtime pay for full time employees |
| 51211 | Retirement | Costs of City's and employee's retirement at CalPERS |
| 51212 | FICA-Medicare | Medicare benefits for full-time and part-time employees |
| 51311 | Other Health-DOC | Dental, optical and audio reimbursement costs |
| 51312 | Disability Insurance | Costs for insurance such as survivors and long-term disability |
| 51313 | Life Insurance | Term life insurance |
| 51314 | Health Insurance | CalPERS health insurance coverage |
| 53011 | Operating Supplies | Office supplies for the housing rehab program |
| 53012 | Small Tools & Equipment | Small tools & equipment for CDBG program |
| 53972 | Conferences and Meetings | CACEO Conference, Davis Bacon and Fair Housing training |
| 53977 | Grants and Loans - Residential | Costs for housing rehab construction grant program which includes construction, asbestos/lead testing, abatement and abatement clearance monitoring |

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Personnel Services | | | | | |
| Salaries - Full-time | 51111 | \$ 78,948 | \$ 77,300 | \$ 143,000 | \$ 84,700 |
| Salaries - Part-time | 51112 | 207,038 | 225,900 | 215,400 | 183,300 |
| Overtime | 51117 | - | - | 4,700 | - |
| Retirement | 51211 | 10,810 | 9,500 | 17,200 | 10,400 |
| FICA-Medicare | 51212 | 4,138 | 4,500 | 5,900 | 3,900 |
| Disability Insurance | 51312 | 642 | 1,300 | 1,100 | 1,400 |
| Life Insurance | 51313 | 173 | 200 | 300 | 200 |
| Health Insurance | 51314 | 17,792 | 16,600 | 24,200 | 19,400 |
| Total Personnel Services | | <u>\$ 319,541</u> | <u>\$ 335,300</u> | <u>\$ 411,800</u> | <u>\$ 303,300</u> |
| Operating Expenditures | | | | | |
| Operating Supplies | 53011 | \$ 290 | \$ 600 | \$ 500 | \$ 600 |
| Small Tools & Equipment | 53012 | 3,942 | 1,500 | 1,200 | 1,500 |
| Conferences & Meetings | 53972 | - | 1,200 | 900 | 1,200 |
| Grants and Loans - Residential | 53977 | 38,025 | 139,000 | 92,000 | 139,000 |
| Total Operating Expenditures | | <u>\$ 42,257</u> | <u>\$ 142,300</u> | <u>\$ 94,600</u> | <u>\$ 142,300</u> |
| TOTAL EXPENDITURES | | <u>\$ 361,798</u> | <u>\$ 477,600</u> | <u>\$ 506,400</u> | <u>\$ 445,600</u> |

American Rescue Plan Act Fund

263-3320

Fiscal Year 2022-2023

| | FY 2020-2021 | FY 2021-2022 | FY 2021-2022 | FY 2022-2023 | % Change |
|-------------------------------------|--------------|---------------------|---------------------|---------------------|---------------------------|
| | Actual | Adopted Budget | Estimated | Adopted Budget | from Prior Year Budget |
| BUDGET IN BRIEF | | | | | |
| Personnel Services | \$ - | \$ 515,100 | \$ 292,000 | \$ 515,200 | 0% |
| Operating Expenditures | - | 2,658,300 | 645,000 | 2,956,000 | |
| Transfers to Other Funds | - | 119,900 | 230,000 | 429,500 | 11% |
| TOTAL | <u>\$ -</u> | <u>\$ 3,293,300</u> | <u>\$ 1,167,000</u> | <u>\$ 3,900,700</u> | 18% |
| FUNDING SOURCES | | | | | |
| 263 - American Rescue Plan Act Fund | <u>\$ -</u> | <u>\$ 3,533,100</u> | <u>\$ 1,397,000</u> | <u>\$ 3,900,700</u> | 10% |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|-------------------------------|--|
| 51111 | Salaries Full-Time | Salaries for (3) PROS Team members (150%) |
| 51112 | Salaries Part-Time | Salaries for Beautification Program staff |
| 51211 | Retirement | Costs of City's and employee's retirement at CalPERS |
| 51212 | FICA-Medicare | Medicare benefits for full-time and part-time employees |
| 51311 | Other Health-DOC | Dental, optical and audio reimbursement costs |
| 51312 | Disability Insurance | Costs for insurance such as survivors and long-term disability |
| 51313 | Life Insurance | Term life insurance |
| 51314 | Health Insurance | CalPERS health insurance coverage |
| 53011 | Operating Supplies | Office supplies for the housing rehab program |
| 53012 | Small Tools & Equipment | Small tools & equipment for CDBG program |
| 53015 | Uniform/Boot Reimbursement | Provides for purchases of uniforms and boot reimbursement and city issued pants and shirts |
| 53111 | Contract Services - Private | Miscellaneous contract services |
| | Grants and Loans - Commercial | Costs for business grants |
| 53981 | | |
| 53993 | Youth Activities Program | Costs for allocation to non-profit youth groups |
| 53977 | Furniture/Office Equipment | Costs for purchase of furniture and equipment for city facilities |
| 54999 | Transfer to Other Funds | Transfer to other funds for purchase of equipment |

American Rescue Plan Act Fund

263-3320

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|---------------------------------------|-----------|------------------------|--------------------------------|----------------------------|--------------------------------|
| Personnel Services | | | | | |
| Salaries - Full-time | 51111 | \$ - | \$ 142,400 | \$ 119,900 | \$ 211,100 |
| Salaries - Part-time | 51112 | - | 279,900 | 126,700 | 201,500 |
| Retirement | 51211 | - | 11,500 | 7,700 | 19,500 |
| FICA-Medicare | 51212 | - | 6,200 | 3,600 | 6,000 |
| Other Health-DOC | 51311 | - | 6,000 | - | 7,000 |
| Disability Insurance | 51312 | - | 2,500 | 1,000 | 3,000 |
| Life Insurance | 51313 | - | 500 | 300 | 700 |
| Health Insurance | 51314 | - | 66,100 | 32,800 | 66,400 |
| Total Personnel Services | | <u>\$ -</u> | <u>\$ 515,100</u> | <u>\$ 292,000</u> | <u>\$ 515,200</u> |
| Operating Expenditures | | | | | |
| Operating Supplies | 53011 | \$ - | \$ 20,000 | \$ 12,000 | \$ 20,000 |
| Small Tools & Equipment | 53012 | - | 20,000 | 29,000 | 20,000 |
| Uniform/Boot Reimbursement | 53015 | - | - | - | 2,000 |
| Contract Services-Private | 53111 | - | 1,608,200 | 225,800 | 1,784,000 |
| Grants and Loans - Commercial | 53981 | - | 400,000 | 400,000 | 400,000 |
| Youth Activities Program | 53993 | - | 350,000 | 208,200 | 350,000 |
| Furniture/Office Equipment | 53977 | - | 380,000 | - | 380,000 |
| Total Operating Expenditures | | <u>\$ -</u> | <u>\$ 2,778,200</u> | <u>\$ 875,000</u> | <u>\$ 2,956,000</u> |
| Transfers to Other Funds | | | | | |
| Transfers to Other Funds | 54999 | - | 119,900 | 230,000 | 429,500 |
| Total Transfers to Other Funds | | <u>\$ -</u> | <u>\$ 119,900</u> | <u>\$ 230,000</u> | <u>\$ 429,500</u> |
| TOTAL EXPENDITURES | | <u><u>\$ -</u></u> | <u><u>\$ 3,533,100</u></u> | <u><u>\$ 1,397,000</u></u> | <u><u>\$ 3,900,700</u></u> |

Fiscal Year 2022-2023

| | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|-------------------------|------------------------|--------------------------------|---------------------------|--------------------------------|---------------------------------------|
| BUDGET IN BRIEF | | | | | |
| Operating Expenditures | \$ - | \$ 190,000 | \$ 114,000 | \$ 155,000 | -18% |
| Transfer to Other Funds | - | 9,500 | 8,500 | 9,000 | -5% |
| TOTAL | <u>\$ -</u> | <u>\$ 199,500</u> | <u>\$ 122,500</u> | <u>\$ 164,000</u> | -18% |

FUNDING SOURCES

| | | | | | |
|----------------------|-------------|-------------------|-------------------|-------------------|------|
| 265 - Cal Home Loans | <u>\$ -</u> | <u>\$ 199,500</u> | <u>\$ 122,500</u> | <u>\$ 164,000</u> | -18% |
|----------------------|-------------|-------------------|-------------------|-------------------|------|

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|--------------------------------|--|
| 53977 | Grants and Loans - Residential | Costs for housing rehab construction loan program which includes construction, asbestos/lead testing, abatement and abatement clearance monitoring |
| 54999 | Transfer to Other Funds | Transfer to General Fund for Administrative Costs |

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Operating Expenditures | | | | | |
| Loans - Residential | 53997 | \$ - | \$ 190,000 | \$ 114,000 | \$ 155,000 |
| Total Operating Expenditures | | \$ - | \$ 190,000 | \$ 114,000 | \$ 155,000 |
| Transfers to Other Funds | | | | | |
| Transfers to Other Funds | 54999 | \$ - | \$ 9,500 | \$ 8,500 | \$ 9,000 |
| Total Operating Expenditures | | \$ - | \$ 9,500 | \$ 8,500 | \$ 9,000 |
| TOTAL EXPENDITURES | | \$ - | \$ 199,500 | \$ 122,500 | \$ 164,000 |

City of La Puente

Community Outreach

Summary

The City of La Puente's Community Outreach Division's Mission is to advocate with, and represent the dignity and rights of people who are, or are on the verge of becoming homeless. Through our Programs, Re-employment, and Outreach Services (PROS), individuals are offered the tools and resources needed to lead self-sufficient lives. By offering multi-disciplinary wrap-around services, those who were once homeless can be prepared for independent futures. Beyond homeless resources, we are here to provide a variety of services and programs to all of our residents, business owners, and visitors.

FY 2021-2022 Accomplishments

- Performed initial intake and documentation for over 200 displaced individuals within the City, offering resources to 100% of those individuals.
- Successfully attained housing 30% of contacted individuals.
- Referred 12% of contacted displaced individuals to L.A. County resources.

FY 2022-2023 Goals

- Administer the California for All Workforce Development Grant in partnership with local community based organizations.
- Continue to connect displaced individuals with housing, nutrition, medical care, substance abuse and mental health treatment.

Significant Changes

- Funding source changed for (1.5) FTE of PROS Team staff to General Fund to reduce reliance on ARPA funds.

| <u>Authorized Positions</u> | <u>Actual</u> <u>2020-21</u> | <u>Actual</u> <u>2021-22</u> | <u>Adopted</u> <u>2022-23</u> |
|--------------------------------|---------------------------------|---------------------------------|----------------------------------|
| Community Outreach Coordinator | 0.00 | 0.00 | 1.00 |
| Community Resource Technician | <u>0.00</u> | <u>0.00</u> | <u>0.50</u> |
| Total FTE | <u>0.00</u> | <u>0.00</u> | <u>1.50</u> |

Community Outreach

100-3325

Fiscal Year 2022-2023

| | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|------------------------|------------------------|--------------------------------|---------------------------|--------------------------------|---------------------------------------|
| BUDGET IN BRIEF | | | | | |
| Personnel Services | \$ - | \$ - | \$ - | \$ 143,600 | 100% |
| TOTAL | \$ - | \$ - | \$ - | \$ 143,600 | 100% |
| FUNDING SOURCES | | | | | |
| 100 - General Fund | \$ - | \$ - | \$ - | \$ 143,600 | 100% |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|----------------------|--|
| 51111 | Salaries Full-Time | Salaries for PROS Team members |
| 51117 | Overtime | Overtime pay for full time employees |
| 51211 | Retirement | Costs of City's and employee's retirement at CalPERS |
| 51212 | FICA-Medicare | Medicare benefits for full-time and part-time employees |
| 51311 | Other Health-DOC | Dental, optical and audio reimbursement costs |
| 51312 | Disability Insurance | Costs for insurance such as survivors and long-term disability |
| 51313 | Life Insurance | Term life insurance |
| 51314 | Health Insurance | CalPERS health insurance coverage |

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|---------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Personnel Services | | | | | |
| Salaries - Full-time | 51111 | \$ - | \$ - | \$ - | \$ 95,700 |
| Overtime | 51117 | - | - | - | 10,000 |
| Retirement | 51211 | - | - | - | 8,900 |
| FICA-Medicare | 51212 | - | - | - | 1,400 |
| Other Health-DOC | 51311 | - | - | - | 3,000 |
| Disability Insurance | 51312 | - | - | - | 1,600 |
| Life Insurance | 51313 | - | - | - | 300 |
| Health Insurance | 51314 | - | - | - | 22,700 |
| Total Personnel Services | | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 143,600</u> |
| TOTAL EXPENDITURES | | <u><u>\$ -</u></u> | <u><u>\$ -</u></u> | <u><u>\$ -</u></u> | <u><u>\$ 143,600</u></u> |

City of La Puente

Parks

Summary

The Parks Division is responsible for 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. This division maintains the 22 acre La Puente Park and the award winning Puente Creek Nature Education Center. La Puente Park includes picnic facilities, a playground, restrooms, athletic fields, snack bar facilities, and open space areas.

FY 2021-2022 Accomplishments

- Installed two new playgrounds.
- Removed diseased trees and replanted 82 large species trees.
- Installed a new water pump system for the Park to increase irrigation pressure.
- Installed an outdoor fitness zone.
- Installed new decomposed granite walking paths on the east side of the Park.
- Started the construction of a new storage building for park maintenance vehicles and equipment.
- Completed the installation of security cameras and a speaker system at the Park.
- Installed over 10,000 linear feet of irrigation pipe, with approximately 31,000 linear feet of irrigation wire, 74 new irrigation valves, and 22 quick coupler water hose bibs at La Puente Park.

FY 2022-2023 Goals

- Maintain the recently completed upgrades to La Puente Park as the premier sports field complex in the San Gabriel Valley.

| <u>Authorized Positions</u> | <u>Actual 2020-21</u> | <u>Actual 2021-22</u> | <u>Adopted 2022-23</u> |
|-------------------------------------|---------------------------|---------------------------|----------------------------|
| City Manager | 0.05 | 0.00 | 0.00 |
| Director of Administrative Services | 0.05 | 0.00 | 0.00 |
| Director of Development Services | 0.20 | 0.10 | 0.10 |
| Director of Community Services | 0.05 | 0.00 | 0.00 |
| Communication/IT Analyst | 0.05 | 0.00 | 0.00 |
| Management Superintendent | 0.10 | 0.30 | 0.10 |
| Maintenance Supervisor | 0.30 | 0.10 | 0.30 |
| Park Maintenance Worker | 1.00 | 2.00 | 2.00 |
| Maintenance Worker | 1.43 | 1.43 | 2.43 |
| Maintenance Assistant | * | * | * |
| Administrative Assistant | <u>0.27</u> | <u>0.27</u> | <u>0.27</u> |
| Total FTE | <u>3.50</u> | <u>4.20</u> | <u>5.20</u> |

*Part-time positions - The number of full time equivalent in the Parks department can vary depending on the amount of budget set aside. For FY 2022-23, the recommended budget is \$291,900 which will cover the costs of part-time positions including Maintenance Assistant and Maintenance Worker.

Fiscal Year 2022-2023

| BUDGET IN BRIEF | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|------------------------|--------------------------------|--|-----------------------------------|--|--|
| Personnel Services | \$ 369,801 | \$ 467,400 | \$ 585,700 | \$ 602,100 | 29% |
| Operating Expenditures | 71,428 | 84,700 | 390,800 | 152,600 | 80% |
| TOTAL | \$ 441,229 | \$ 552,100 | \$ 976,500 | \$ 754,700 | 37% |

FUNDING SOURCES

| | | | | | |
|--------------------|------------|------------|------------|------------|-----|
| 100 - General Fund | \$ 441,229 | \$ 552,100 | \$ 976,500 | \$ 754,700 | 37% |
|--------------------|------------|------------|------------|------------|-----|

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|-----------------------------|---|
| 51111 | Salaries Full-Time | Salaries for Director of Development Services (10%), Maintenance Superintendent (10%), Maintenance Supervisor (10%), Park Maintenance Worker (180%), Maintenance Worker (190%) and Administrative Assistant (27%) |
| 51112 | Salaries Part-Time | Salaries of Part-Time Staff |
| 51117 | Overtime | Overtime pay for full time employees |
| 51118 | Leave Conversion | Conversion of accrued leave |
| 51211 | Retirement | Costs of City's and employee's retirement at CalPERS |
| 51212 | FICA-Medicare | Medicare benefits for full-time and part-time employees |
| 51311 | Other Health-DOC | Dental, optical and audio reimbursement costs |
| 51312 | Disability Insurance | Disability insurance and survivor's benefits |
| 51313 | Life Insurance | Term life insurance |
| 51314 | Health Insurance | CalPERS health insurance coverage |
| 53011 | Operating Supplies | Office supplies for the department |
| 53012 | Small Tools & Equipment | Provides for janitorial supplies and miscellaneous items |
| 53015 | Uniform/Boot Reimbursements | Provides for purchases of uniforms and boot reimbursement and city issued pants and shirts |
| 53111 | Contract Services - Private | Miscellaneous contract services for La Puente Park and restroom facilities |
| 53811 | Equipment Maintenance | Provides for annual AQMD fees, fire extinguisher maintenance, snack bar inspections, repairs to tools, park equipment, emergency generator, power equipment maintenance, backflow maintenance, etc. |
| 53813 | Facility Maintenance | Provides for maintenance and supplies for La Puente Park and facilities |
| 53822 | Park Maintenance & Repair | Provides for repairs and maintenance of park facilities, including irrigation repairs |
| 53911 | Equipment Lease/Rental | Annual lease expense for maintenance offices at La Puente Park |
| 53972 | Conferences & Meetings | Miscellaneous local meetings and training seminars for staff |
| 53976 | Special Departmental | Provides for miscellaneous expenses for the Parks Division |

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Personnel Services | | | | | |
| Salaries - Full-time | 51111 | \$ 117,788 | \$ 203,900 | \$ 259,100 | \$ 293,700 |
| Salaries - Part-time | 51112 | 125,531 | 138,100 | 171,500 | 144,900 |
| Overtime | 51117 | 18,253 | 20,000 | 25,900 | 20,000 |
| Leave Conversion | 51118 | 6,272 | 5,000 | 12,100 | 5,000 |
| Retirement | 51211 | 56,081 | 24,000 | 35,900 | 38,700 |
| FICA-Medicare | 51212 | 3,892 | 5,200 | 6,700 | 6,600 |
| Other Health-DOC | 51311 | 5,760 | 6,500 | 1,000 | 8,500 |
| Disability Insurance | 51312 | 1,146 | 3,500 | 2,200 | 5,000 |
| Life Insurance | 51313 | 346 | 600 | 600 | 800 |
| Health Insurance | 51314 | 34,733 | 60,600 | 70,700 | 78,900 |
| Total Personnel Services | | <u>\$ 369,801</u> | <u>\$ 467,400</u> | <u>\$ 585,700</u> | <u>\$ 602,100</u> |
| Operating Expenditures | | | | | |
| Operating Supplies | 53011 | \$ 5,315 | \$ 12,800 | \$ 11,400 | \$ 13,500 |
| Small Tool & Equipment | 53012 | 22,126 | 15,200 | 15,100 | 15,300 |
| Uniform/Boot Reimbursement | 53015 | 6,056 | 7,600 | 7,300 | 7,600 |
| Contract Services - Private | 53111 | 3,525 | 6,200 | 2,600 | 5,000 |
| Equipment Maintenance | 53811 | 2,278 | 8,500 | 7,900 | 8,500 |
| Facility Maintenance | 53813 | 7,925 | 8,700 | 11,500 | 13,400 |
| Park Maintenance & Repair | 53822 | 9,183 | 5,200 | 290,000 | 50,000 |
| Equipment Lease/Rental | 53911 | - | - | 25,000 | 18,000 |
| Conferences & Meetings | 53972 | 140 | 1,000 | 500 | 1,400 |
| Special Departmental | 53976 | 505 | 500 | 500 | 1,000 |
| IT/Equipment Charges | 53996 | 3,575 | 200 | 200 | 300 |
| Vehicle Charges | 53997 | 10,800 | 18,800 | 18,800 | 18,600 |
| Total Operating Expenditures | | <u>\$ 71,428</u> | <u>\$ 84,700</u> | <u>\$ 390,800</u> | <u>\$ 152,600</u> |

Measure "A" Safe Parks Fund

283-3330

Fiscal Year 2022-2023

| | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|------------------------|------------------------|--------------------------------|---------------------------|--------------------------------|---------------------------------------|
| BUDGET IN BRIEF | | | | | |
| Operating Expenditures | \$ - | \$ 27,200 | \$ - | \$ 27,200 | 0% |
| TOTAL | <u>\$ -</u> | <u>\$ 27,200</u> | <u>\$ -</u> | <u>\$ 27,200</u> | 0% |
| FUNDING SOURCES | | | | | |
| 285 - Measure A | <u>\$ -</u> | <u>\$ 27,200</u> | <u>\$ -</u> | <u>\$ 27,200</u> | 0% |

ACCOUNT NUMBER EXPLANATION

53822 Park Mtce & Repair Ongoing operation and maintenance of Measure A funded capital facilities

Measure "A" Safe Parks Fund

283-3330

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Operating Expenditures | | | | | |
| Park Mtce & Repair | 53822 | \$ - | \$ 27,200 | \$ - | \$ 27,200 |
| Total Operating Expenditures | | \$ - | \$ 27,200 | \$ - | \$ 27,200 |
| TOTAL EXPENDITURES | | \$ - | \$ 27,200 | \$ - | \$ 27,200 |

Lighting and Landscape Maintenance

285-3330

Fiscal Year 2022-2023

| BUDGET IN BRIEF | FY 2020-2021 | FY 2021-2022 | FY 2021-2022 | FY 2022-2023 | % Change |
|------------------------|---------------------|-----------------------|---------------------|-----------------------|--------------------|
| | Actual | Adopted Budget | Estimated | Adopted Budget | from Prior |
| | | | | | Year Budget |
| Personnel Services | \$ 276,454 | \$ 243,500 | \$ 194,100 | \$ 248,000 | 2% |
| Operating Expenditures | 782,853 | 684,700 | 669,500 | 694,700 | 1% |
| TOTAL | \$ 1,059,308 | \$ 928,200 | \$ 863,600 | \$ 942,700 | 2% |

FUNDING SOURCES

| | | | | | |
|----------------------------|--------------|------------|------------|------------|----|
| 285 - Lighting & Landscape | \$ 1,059,308 | \$ 928,200 | \$ 863,600 | \$ 942,700 | 2% |
|----------------------------|--------------|------------|------------|------------|----|

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|-----------------------------|---|
| 51111 | Salaries - Full-time | Salaries of Maintenance Supervisor (20%), Park Maintenance Worker (20%), and Maintenance Worker (53%) |
| 51112 | Salaries - Part-time | Salaries of part-time staff |
| 51117 | Overtime | Overtime pay for full time employees |
| 51211 | Retirement | Costs of City's and employee's retirement at CalPERS |
| 51212 | FICA-Medicare | Medicare benefits for full-time and part-time employees |
| 51311 | Other Health-DOC | Dental, optical and audio reimbursement costs |
| 51312 | Disability Insurance | Disability insurance & survivor's benefits |
| 51313 | Life Insurance | Term life insurance |
| 51314 | Health Insurance | CalPERS health insurance coverage |
| 53111 | Contract Services - Private | Contract services for annual engineer's report |
| 53711 | Utility - Gas | Provides for gas utility service for snack bar and maintenance building at La Puente Park |
| 53712 | Utility - Electricity | Provides for electric utility service for La Puente Park and street lights |
| 53714 | Utility - Water | Provides for water utility services for La Puente Park |
| 53715 | Utility - Communications | Provides for phone line for La Puente Park snack bar and maintenance yard |
| 53813 | Facility Maintenance | Provides for maintenance, repair and supplies for La Puente Community center including pest control, security alarm and miscellaneous cleaning supplies |
| 53814 | Landscape Maintenance | Provides for contract landscape maintenance for City Hall, La Puente Park, Nature Center, and landscaping around Community Center facility |
| 53822 | Park Maintenance & Repair | Provides for pest control for park snack bar, repairs and maintenance of park facilities, including irrigation repairs |
| 53911 | Equipment Lease/Rental | Annual lease expense for lawn mowers at La Puente Park |
| 53996 | IT/Equipment Charges | Allocated information technology and equipment charges |
| 53997 | Vehicle Charges | Allocated motor pool charges |

Lighting and Landscape Maintenance

285-3330

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Personnel Services | | | | | |
| Salaries - Full-time | 51111 | \$ 142,321 | \$ 57,600 | \$ 85,700 | \$ 63,000 |
| Salaries - Part-time | 51112 | 45,990 | 132,900 | 65,600 | 147,000 |
| Overtime | 51117 | - | 2,500 | 3,000 | 2,000 |
| Retirement | 51211 | 49,170 | 10,600 | 12,100 | 11,800 |
| FICA-Medicare | 51212 | 2,733 | 2,800 | 2,300 | 3,100 |
| Other Health-DOC | 51311 | 4,960 | 1,800 | 300 | 1,900 |
| Disability Insurance | 51312 | 1,212 | 1,000 | 700 | 1,100 |
| Life Insurance | 51313 | 347 | 200 | 200 | 200 |
| Health Insurance | 51314 | 29,721 | 34,100 | 24,200 | 17,900 |
| Total Personnel Services | | <u>\$ 276,454</u> | <u>\$ 243,500</u> | <u>\$ 194,100</u> | <u>\$ 248,000</u> |
| Operating Expenditures | | | | | |
| Contract Services - Private | 53111 | \$ 230,733 | \$ 164,700 | \$ 170,200 | \$ 171,300 |
| Utility - Gas | 53711 | 381 | 500 | 200 | 500 |
| Utility - Electricity | 53712 | 220,125 | 275,300 | 220,500 | 223,700 |
| Utility - Water | 53714 | 17,180 | 36,400 | 33,700 | 36,500 |
| Utility - Communications | 53715 | 803 | 800 | 800 | 900 |
| Facility Maintenance | 53813 | 40,421 | 45,200 | 54,900 | 50,200 |
| Landscape Maintenance | 53814 | 39,203 | 42,800 | 35,600 | 40,100 |
| Park Mtce & Repair | 53822 | 194,797 | 75,000 | 113,900 | 100,200 |
| Equipment Lease/Rental | 53911 | 20,206 | 22,500 | 18,200 | 22,500 |
| IT/Equipment Charges | 53996 | 2,902 | 2,700 | 2,700 | 2,200 |
| Vehicle Charges | 53997 | 16,102 | 18,800 | 18,800 | 46,600 |
| Total Operating Expenditures | | <u>\$ 782,853</u> | <u>\$ 684,700</u> | <u>\$ 669,500</u> | <u>\$ 694,700</u> |
| TOTAL EXPENDITURES | | <u>\$ 1,059,308</u> | <u>\$ 928,200</u> | <u>\$ 863,600</u> | <u>\$ 942,700</u> |



COMMUNITY SERVICES



City of La Puente

Recreation Services

Summary

The Recreation Services Division aims to enrich the lives of residents and to promote community connection through exceptional programs and services. The Recreation Services Division provides passport services, recreation and enrichment classes, community engagement events, and community outreach.

FY 2021-2022 Accomplishments

- Re-Opened Passport Services - Limited Hours/Services in October 2021.
- Re-Opened recreation classes (Limited classes/enrollment) in October 2021.
- Held CPR/First Aid Training for Community Services Department in November 2021.
- Re-instated the Scholarship Program in January 2022.
- Re-Opened indoor basketball gym in March 2022.
- Offered New Softball Class Program beginning in March 2022.
- Re-Opened La Puente Park and hosted a Grand Opening event in June 2022.

FY 2022-2023 Goals

- Summer Lunch Site back at Community Center in-person.
- Re-Open Passports Services with complete services including photos.
- Offer a variety of new Recreation Contract classes.
- Open the Tiny Tot program to include a morning and afternoon session.
- Offer a variety of new programming including fitness, sports, educational and social.

| <u>Authorized Positions</u> | <u>Actual 2020-21</u> | <u>Actual 2021-22</u> | <u>Adopted 2022-23</u> |
|---------------------------------|---------------------------|---------------------------|----------------------------|
| Community Services Director | 0.95 | 1.00 | 1.00 |
| Community Engagement Supervisor | 0.50 | 0.50 | 0.50 |
| Community Services Supervisor | 0.00 | 0.00 | 1.00 |
| Community Services Coordinator | 1.00 | 1.00 | 0.00 |
| Community Services Specialist | 1.00 | 1.00 | 1.00 |
| Community Services Leader | * | * | * |
| Total FTE | <u>3.45</u> | <u>3.50</u> | <u>3.50</u> |

*Part-time positions - The number of full-time equivalent in the Recreation Services division can vary depending on the amount of the budget set aside. For FY 2022-23, the recommended budget is \$244,800 which will cover the costs of part-time positions including community service specialist and community service leader.

Recreation Services

100-4100

Fiscal Year 2022-2023

| BUDGET IN BRIEF | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|------------------------|--------------------------------|--|-----------------------------------|--|--|
| Personnel Services | \$ 645,655 | \$ 735,100 | \$ 585,500 | \$ 781,500 | 6% |
| Operating Expenditures | 235,069 | 291,000 | 282,500 | 289,800 | 0% |
| Capital Outlay | 8,656 | - | 6,000 | - | 0% |
| TOTAL | \$ 889,380 | \$ 1,026,100 | \$ 874,000 | \$ 1,071,300 | 4% |

FUNDING SOURCES

| | | | | | |
|--------------------|------------|--------------|------------|--------------|----|
| 100 - General Fund | \$ 889,380 | \$ 1,026,100 | \$ 874,000 | \$ 1,071,300 | 4% |
|--------------------|------------|--------------|------------|--------------|----|

ACCOUNT NUMBER EXPLANATION

| | |
|-----------------------------------|---|
| 51111 Salaries - Full-time | Salaries for Director of Community Services (100%), Community Engagement Supervisor (50%), Community Services Supervisor (100%), and Community Service Specialist (100%) |
| 51112 Salaries - Part-time | Salaries of part-time staff for various activities such as special events, tiny tots, summer recreation, summer lunch program and other events as needed |
| 51117 Overtime | Overtime pay for full-time employees |
| 51118 Leave Conversion | Conversion of accrued leave |
| 51211 Retirement | Costs of City's and employee's retirement at CalPERS |
| 51212 FICA-Medicare | Medicare benefits for full-time and part-time employees |
| 51311 Other Health-DOC | Dental, optical and audio reimbursements |
| 51312 Disability Insurance | Disability insurance & survivor's benefits |
| 51313 Life Insurance | Term life insurance |
| 51314 Health Insurance | CalPERS health insurance coverage |
| 53011 Operating Supplies | Office supplies for use at Community Center |
| 53012 Small Tools & Equipment | Tiny Tots furniture and play equipment and general office equipment |
| 53111 Contract Services - Private | Contract class instructors, ActiveNet, SCMAF Insurance |
| 53112 Contract Services - Public | Summer lunch program at three (3) sites |
| 53711 Utility - Gas | Natural gas charges for the Community Center |
| 53712 Utility - Electricity | Electricity for the Community Center |
| 53714 Utility - Water | Water charges for the Community Center |
| 53715 Utility - Communications | Communication charges for the Community Center |
| 53811 Equipment Maintenance | Maintenance of handicap lift, fire extinguishers, plotters and office equipment. |
| 53813 Facility Maintenance | Maintenance and repair of facility, pest control, security alarm and miscellaneous cleaning supplies |
| 53971 Dues & Memberships | Memberships to California Parks and Recreation Society (CPRS), Southern California Municipal Athletic Federation (SCMAF), National Recreation and Parks Association (NRPA) and Sam's Club |
| 53972 Conferences & Meetings | Attendance at CPRS trainings and workshops |
| 53976 Special Departmental | Miscellaneous items for the department |
| 53996 IT/Equipment Charges | Allocated information technology and equipment charges |
| 53997 Vehicle Charges | Allocated vehicle charges |
| 54585 Capital Outlay | Purchase of Community Center plotter |

Recreation Services

100-4100

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Personnel Services | | | | | |
| Salaries - Full-time | 51111 | \$ 262,642 | \$ 314,500 | \$ 280,700 | \$ 334,100 |
| Salaries - Part-time | 51112 | 131,105 | 234,600 | 116,200 | 244,800 |
| Overtime | 51117 | 2,510 | 6,000 | 5,100 | 6,000 |
| Leave Conversion | 51118 | 13,863 | 10,000 | 38,800 | 10,000 |
| Retirement | 51211 | 152,669 | 75,900 | 68,800 | 85,500 |
| FICA-Medicare | 51212 | 5,948 | 8,000 | 6,100 | 8,500 |
| Other Health-DOC | 51311 | 6,900 | 7,000 | 1,000 | 7,000 |
| Disability Insurance | 51312 | 2,263 | 5,300 | 2,400 | 5,500 |
| Life Insurance | 51313 | 532 | 600 | 500 | 600 |
| Health Insurance | 51314 | 67,223 | 73,200 | 65,900 | 79,500 |
| Total Personnel Services | | <u>\$ 645,655</u> | <u>\$ 735,100</u> | <u>\$ 585,500</u> | <u>\$ 781,500</u> |
| Operating Expenditures | | | | | |
| Operating Supplies | 53011 | \$ 4,050 | \$ 4,000 | \$ 7,000 | \$ 5,500 |
| Small Tools & Equipment | 53012 | 4,021 | 5,800 | 6,000 | 6,000 |
| Contract Services - Private | 53111 | 27,044 | 72,000 | 104,600 | 102,000 |
| Contract Services - Public | 53112 | 147,151 | 150,000 | 105,000 | 100,000 |
| Utility - Gas | 53711 | 427 | 500 | 500 | 500 |
| Utility - Electricity | 53712 | 10,533 | 18,500 | 17,600 | 18,500 |
| Utility - Water | 53714 | 3,450 | 3,500 | 3,500 | 3,500 |
| Utility - Communications | 53715 | 384 | 900 | 900 | 900 |
| Equipment Maintenance | 53811 | 6,925 | 7,000 | 6,400 | 7,000 |
| Facility Maintenance | 53813 | 1,286 | - | 800 | 1,000 |
| Dues & Memberships | 53971 | 1,813 | 1,300 | 1,300 | 1,300 |
| Conferences & Meetings | 53972 | 268 | - | - | 2,500 |
| Special Departmental | 53976 | 3,918 | - | 1,400 | - |
| IT/Equipment Charges | 53996 | 12,998 | 15,000 | 15,000 | 17,800 |
| Vehicle Charges | 53997 | 10,800 | 12,500 | 12,500 | 23,300 |
| Total Operating Expenditures | | <u>\$ 235,069</u> | <u>\$ 291,000</u> | <u>\$ 282,500</u> | <u>\$ 289,800</u> |
| Capital Outlay | | | | | |
| Furniture/Office Equipment | 54585 | \$ 8,656 | \$ - | \$ 6,000 | \$ - |
| Total Capital Outlay | | <u>\$ 8,656</u> | <u>\$ -</u> | <u>\$ 6,000</u> | <u>\$ -</u> |
| TOTAL EXPENDITURES | | <u>\$ 889,380</u> | <u>\$ 1,026,100</u> | <u>\$ 874,000</u> | <u>\$ 1,071,300</u> |

City of La Puente

Youth Learning Activity Center Services

Summary

The Youth Learning Activity Center supports athletics, fitness and mentoring for the residents of La Puente. Through a use agreement with the Boys and Girls Club of West San Gabriel Valley, the Boys and Girls Club of La Puente operates an after school program and a summer program for youth ages 6 to 17 years old. The Center provides a setting for youth to socialize and interact with their peers through structured activities.

FY 2021-2022 Accomplishments

- The Teen VOICE Program returned to in-person meetings October 2021. Meetings consisted of College Application Process, Financial Aid, Interview Prep, Mock Interviews and Free Workshops.
- The Teen VOICE partnered with America's Job Center to provide a free workshop that featured information on the following: Use of Career Resources Center, Sector Focused Training, On-Job Training and Apprenticeship Opportunities, Recruitments and Job Fairs & more.
- The 2021 Fall Youth Basketball Program provided recreational basketball to 68 participants ages 5-10. All tournaments and practices were held outdoors to comply with local and state COVID-19 safety protocols.
- Fundamentals of Baseball, Softball and T-ball classes were offered in March of 2022 with a total of 67 participants ranging from ages 3-10 years old.

FY 2022-2023 Goals

- Increase teen involvement through the City's Teen VOICE Program.
- Work with America's Job Center to provide more workshops for the Teen VOICE Program meetings.
- Incorporate college/university tours as part of the TeenVOICE excursions.
- Bring back the Youth Basketball Program.
- Develop and launch city run youth sports leagues including soccer, baseball/softball, and flag football
- Re-establish revenue producing facility rentals by opening up the Bridge Room, Citrus Courtyard, Rowland Room, Workman Room and Gymnasium for reservation in the Fall 2022.

| <u>Authorized Positions</u> | <u>Actual 2020-21</u> | <u>Actual 2021-22</u> | <u>Adopted 2022-23</u> |
|--------------------------------|---------------------------|---------------------------|----------------------------|
| Community Services Coordinator | 1.00 | 1.00 | 1.00 |
| Community Services Specialist | * | * | 1.00 |
| Community Services Leader | - | - | * |
| Total FTE | <u>1.00</u> | <u>1.00</u> | <u>2.00</u> |

*Part-time positions - The number of full-time equivalent in the Youth Learning Activity Center can vary depending on the amount of the budget set aside. For FY 2022-23, the recommended budget is \$159,200 which will cover the costs of part-time positions including community service specialist and community service leader.

Youth Learning Activity Center Services

100-4110

Fiscal Year 2022-2023

| BUDGET IN BRIEF | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|------------------------|--------------------------------|--|-----------------------------------|--|--|
| Personnel Services | \$ 192,386 | \$ 350,000 | \$ 318,000 | \$ 343,800 | -2% |
| Operating Expenditures | 54,932 | 78,200 | 77,200 | 92,700 | 19% |
| TOTAL | \$ 247,318 | \$ 428,200 | \$ 395,200 | \$ 436,500 | 2% |

FUNDING SOURCES

| | | | | | |
|--------------------|------------|------------|------------|------------|----|
| 100 - General Fund | \$ 247,318 | \$ 428,200 | \$ 395,200 | \$ 436,500 | 2% |
|--------------------|------------|------------|------------|------------|----|

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|--------------------------|---|
| 51111 | Salaries - Full-time | Salaries for Community Services Coordinator (100%) and Community Service Specialist (100%) |
| 51112 | Salaries - Part-time | Salaries of part-time staff for various activities |
| 51117 | Overtime | Overtime pay for full time employees |
| 51211 | Retirement | Costs of City's and employee's retirement at CalPERS |
| 51212 | FICA-Medicare | Medicare benefits for full-time and part-time employees |
| 51311 | Other Health-DOC | Dental, optical and audio reimbursements |
| 51312 | Disability Insurance | Costs for insurance such as survivors and long-term disability |
| 51313 | Life Insurance | Term life insurance |
| 51314 | Health Insurance | CalPERS health insurance coverage |
| 53011 | Operating Supplies | Office supplies for the Youth Learning Activity Center |
| 53012 | Small Tools & Equipment | Gymnasium equipment and maintenance |
| 53411 | Printing & Publishing | Printing of special event programs and periodic marketing |
| 53711 | Utility - Gas | Natural gas charges for the Youth Learning Activity Center |
| 53712 | Utility - Electricity | Electrical service for the Youth Learning Activity Center (gymnasium and parking lot) |
| 53714 | Utility - Water | Water charges for the Youth Learning Activity Center |
| 53715 | Utility - Communications | Communication charges for the Youth Learning Activity Center |
| 53811 | Equipment Maintenance | Maintenance agreement of kitchen equipment, fire maintenance, water filters, generator service, heat/air and annual AQMD fees |
| 53813 | Facility Maintenance | Maintenance and repair of facility security alarm |
| 53971 | Dues & Memberships | Memberships to California Parks and Recreation Society, Southern California Municipal Athletic Federation and Sam's Club |
| 53972 | Conferences & Meetings | Attendance at CPRS trainings and workshops |
| 53976 | Special Departmental | Miscellaneous items for the department |
| 53980 | Sports Activities | Supplies for sports activities, shirts, awards, closing ceremony for the Youth Basketball Program, balls and scorebooks |
| 53996 | IT/Equipment Charges | Allocated information technology and equipment charges |
| 53997 | Vehicle Charges | Allocated vehicle charges |

Youth Learning Activity Center Services

100-4110

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Personnel Services | | | | | |
| Salaries - Full-time | 51111 | \$ 68,143 | \$ 117,400 | \$ 96,800 | \$ 127,800 |
| Salaries - Part-time | 51112 | 66,113 | 152,900 | 162,300 | 159,200 |
| Overtime | 51117 | 4,462 | 5,000 | 8,000 | 5,000 |
| Retirement | 51211 | 40,872 | 22,700 | 21,100 | 25,900 |
| FICA-Medicare | 51212 | 2,012 | 4,000 | 3,200 | 4,200 |
| Other Health-DOC | 51311 | 2,000 | 4,000 | 600 | 4,000 |
| Disability Insurance | 51312 | 593 | 2,000 | 900 | 2,200 |
| Life Insurance | 51313 | 180 | 400 | 300 | 400 |
| Health Insurance | 51314 | 8,011 | 41,600 | 24,800 | 15,100 |
| Total Personnel Services | | <u>\$ 192,386</u> | <u>\$ 350,000</u> | <u>\$ 318,000</u> | <u>\$ 343,800</u> |
| Operating Expenditures | | | | | |
| Operating Supplies | 53011 | \$ 125 | \$ 3,000 | \$ 2,800 | \$ 4,000 |
| Small Tools & Equipment | 53012 | 4,664 | 6,000 | 5,200 | 6,000 |
| Printing & Publishing | 53411 | - | 300 | 200 | 300 |
| Utility - Gas | 53711 | 2,273 | 2,200 | 3,100 | 3,000 |
| Utility - Electricity | 53712 | 29,392 | 35,500 | 35,400 | 35,500 |
| Utility - Water | 53714 | 3,450 | 3,100 | 3,000 | 3,100 |
| Utility - Communications | 53715 | 173 | 500 | 300 | 500 |
| Equipment Maintenance | 53811 | 138 | 5,000 | 4,000 | 5,000 |
| Facility Maintenance | 53813 | 49 | - | - | - |
| Dues & Memberships | 53971 | 145 | 500 | 200 | 500 |
| Conferences & Meetings | 59372 | - | 800 | 800 | 800 |
| Special Departmental | 53976 | 953 | 1,000 | 2,000 | 2,000 |
| Sports Activities | 53980 | 170 | 4,000 | 3,900 | 6,000 |
| IT/Equipment Charges | 53996 | 8,002 | 10,000 | 10,000 | 12,000 |
| Vehicle Charges | 53997 | 5,400 | 6,300 | 6,300 | 14,000 |
| Total Operating Expenditures | | <u>\$ 54,932</u> | <u>\$ 78,200</u> | <u>\$ 77,200</u> | <u>\$ 92,700</u> |
| TOTAL EXPENDITURES | | <u>\$ 247,318</u> | <u>\$ 428,200</u> | <u>\$ 395,200</u> | <u>\$ 436,500</u> |

City of La Puente

Senior Services

Summary

This division provides a facility and programming for the elder generations of La Puente and to provide access to health, wellness, educational, social, physical and recreational opportunities in a public setting. The La Puente Senior Center helps to facilitate successful aging by maintaining and enhancing existing community senior programs and by developing new, needed programs and services that help to offer an enriched quality of life.

FY 2021-2022 Accomplishments

- Continued to provide free lunches through a weekly drive-thru distribution in response to the COVID-19 pandemic.
- Provided up to 504 meals per month as part of the Great Plates Delivered Program which ran from July 27, 2020- December 30, 2021.
- Provided free income tax preparation to the community as a drop-off/pick-up style service to comply with social distancing guidance in relation to the COVID-19 Pandemic.
- Hosted ongoing COVID-19 Vaccine Clinics in partnership with East Valley Community Health Center from March 2021- June 2021.
- Re-Opened the Senior Center in April 2022.
- Offering the Food Pantry weekly on Friday's was successfully completed.

FY 2022-2023 Goals

- Implement new special events throughout the year at the La Puente Senior Center.
- Offer outdoor fitness classes and walking groups for Seniors at La Puente Park.
- Provided additional enrichment classes through Adult Education.
- Work with local non-profit and community groups to provide additional services at the La Puente Senior Center.
- Develop intergenerational opportunities for the Seniors at the La Puente Senior Center.
- Implement new special events throughout the year at the La Puente Senior Center.
- Senior Center being opened 6 days a week Mon-Fri, Saturday half day.
- Leading our own city funded lunch program, instead of YWCA.
- Implement an early dinner hour in addition to the lunch program.
- Bring back Excursions and day trips.

| Authorized Positions | Actual 2020-21 | Actual 2021-22 | Adopted 2022-23 |
|--------------------------------|---------------------------|---------------------------|----------------------------|
| Community Services Coordinator | 0.60 | 0.60 | 0.60 |
| Community Services Specialist | * | * | * |
| Community Services Leader | - | - | - |
| Total FTE | <u>0.60</u> | <u>0.60</u> | <u>0.60</u> |

*Part-time positions - The number of full-time equivalent in the Senior Services division can vary depending on the amount of the budget set aside. For FY 2022-23, the recommended budget is \$23,700 which will cover the costs of part-time positions including community service specialist and community service leader.

Fiscal Year 2022-2023

| | FY 2020-2021 | FY 2021-2022 | FY 2021-2022 | FY 2022-2023 | % Change |
|------------------------|-------------------|-----------------------|-------------------|-----------------------|-------------------------------|
| BUDGET IN BRIEF | Actual | Adopted Budget | Estimated | Adopted Budget | from Prior Year Budget |
| Personnel Services | \$ 86,339 | \$ 92,300 | \$ 70,800 | \$ 99,000 | 7% |
| Operating Expenditures | 44,259 | 71,600 | 57,000 | 67,300 | -6% |
| Capital Outlay | - | - | 6,000 | - | 0% |
| TOTAL | \$ 130,598 | \$ 163,900 | \$ 133,800 | \$ 166,300 | 1% |
| FUNDING SOURCES | | | | | |
| 100 -General Fund | \$ 130,598 | \$ 163,900 | \$ 133,800 | \$ 166,300 | 1% |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|------------------------------|---|
| 51111 | Salaries - Full-time | Salaries for Community Service Coordinator (60%) |
| 51112 | Salaries - Part-time | Salaries of part-time Senior Services staff |
| 51117 | Overtime | Overtime pay for full-time employees |
| 51118 | Leave Conversion | Cost of accrued leave |
| 51211 | Retirement | Costs of City's and employee's retirement at CalPERS |
| 51212 | FICA-Medicare | Medicare benefits for full-time and part-time employees |
| 51311 | Other Health-DOC | Dental, optical and audio reimbursements |
| 51312 | Disability Insurance | Disability insurance & survivor's benefits |
| 51313 | Life Insurance | Term life insurance |
| 51314 | Health Insurance | CalPERS health insurance coverage |
| 53011 | Operating Supplies | Office supplies for the Senior Center |
| 53012 | Small Tools & Equipment | General supplies and purchase of equipment |
| 53411 | Printing & Publishing | Periodic marketing and brochures |
| 53711 | Utility - Gas | Natural gas charges for the Senior Center |
| 53712 | Utility - Electricity | Electricity charges for the Senior Center |
| 53714 | Utility - Water | Water charges for the Senior Center |
| 53175 | Utility - Communications | Telephone and cable service for the Senior Center |
| 53811 | Equipment Maintenance | Maintenance agreement for kitchen equipment, fire maintenance, water filter, generator, heat/air, annual AQMD permits and miscellaneous repairs |
| 53813 | Facility Maintenance | Custodial service, pest control, security alarm, plumbing and carpet cleaning |
| 53814 | Landscape Maintenance | Landscaping services for the Senior Center |
| 53961 | Subscriptions & Publications | Daily newspaper subscriptions |
| 53979 | Special Events | Provides supplies, catering, entertainment and decorations for monthly dances, excursions and volunteer recognition |
| 53996 | IT/Equipment Charges | Allocated information technology and equipment charges |

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Personnel Services | | | | | |
| Salaries - Full-time | 51111 | \$ 43,220 | \$ 44,000 | \$ 45,100 | \$ 48,400 |
| Salaries - Part-time | 51112 | 509 | 22,900 | 2,200 | 23,700 |
| Overtime | 51117 | 888 | 500 | 100 | 500 |
| Leave Conversion | 51118 | 3,948 | 4,000 | 4,500 | 4,000 |
| Retirement | 51211 | 25,343 | 11,500 | 11,600 | 13,300 |
| FICA-Medicare | 51212 | 708 | 1,000 | 800 | 1,100 |
| Other Health-DOC | 51311 | 1,200 | 1,200 | 200 | 1,200 |
| Disability Insurance | 51312 | 396 | 800 | 400 | 800 |
| Life Insurance | 51313 | 106 | 100 | 100 | 100 |
| Health Insurance | 51314 | 10,020 | 6,300 | 5,800 | 5,900 |
| Total Personnel Services | | \$ 86,339 | \$ 92,300 | \$ 70,800 | \$ 99,000 |
| Operating Expenditures | | | | | |
| Operating Supplies | 53011 | \$ - | \$ 2,000 | \$ 500 | \$ 2,000 |
| Small Tools & Equipment | 53012 | 1,074 | 3,000 | 1,000 | 2,000 |
| Printing & Publishing | 53411 | - | 100 | 100 | 100 |
| Utility - Gas | 53711 | 1,174 | 1,400 | 1,400 | 1,400 |
| Utility - Electricity | 53712 | 9,156 | 15,000 | 7,100 | 12,000 |
| Utility - Water | 53714 | 1,714 | 2,000 | 1,900 | 2,000 |
| Utility - Communications | 53715 | 3,352 | 2,700 | 2,700 | 2,700 |
| Equipment Maintenance | 53811 | 3,841 | 6,000 | 6,100 | 7,000 |
| Facility Maintenance | 53813 | 13,720 | 24,300 | 23,900 | 25,000 |
| Landscape Maintenance | 53814 | 2,213 | 2,000 | 2,000 | 2,500 |
| Subscriptions & Publications | 53961 | 14 | 500 | 500 | 500 |
| Special Events | 53979 | - | 5,000 | 2,200 | 4,000 |
| IT/Equipment Charges | 53996 | 8,002 | 7,600 | 7,600 | 6,100 |
| Total Operating Expenditures | | \$ 44,259 | \$ 71,600 | \$ 57,000 | \$ 67,300 |
| Furniture/Equipment | 54585 | \$ - | \$ - | \$ 6,000 | \$ - |
| Total Capital Outlay | | \$ - | \$ - | \$ 6,000 | \$ - |
| TOTAL EXPENDITURES | | \$ 130,598 | \$ 163,900 | \$ 133,800 | \$ 166,300 |

City of La Puente

Community Promotions

Summary

This department is for City supported events, community special events, youth grant program, project LEAD, military banner recognition program and community outreach.

FY 2021-2022 Accomplishments

- Held the Spring Egg Hunt event in person in April 2022.
- Held the Veteran's Day event in-person in November 2021.
- Held the Holiday Parade/tree lighting in-person with participation of numerous community organizations in December 2021.
- Hosted a 2-day drive through COVID Testing site in January 2022.
- Hosted a Resource Fair and Open House in August 2021.
- Hosted 2 Tree Planting events in October 2021 and April 2022.
- Return of SRLA 5k/10k Partnership in October 2021.

FY 2022-2023 Goals

- Working with local non-profit groups, faith-based organizations, and service clubs to enhance special events.
- Identify new methods of production for the Quarterly Spotlight.
- Increase promotion and the recognition of military personnel through the Military Banner Program.
- Return to offering all Special Events in person.
- Implementing an expanded Veterans Appreciation program.
- Bring back LEAD Program involvement in City Events/Council Meetings.

Community Promotions

100-4140

Fiscal Year 2022-2023

| | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|------------------------|------------------------|--------------------------------|---------------------------|--------------------------------|---------------------------------------|
| BUDGET IN BRIEF | | | | | |
| Operating Expenditures | \$ 119,113 | \$ 154,700 | \$ 171,500 | \$ 269,300 | 74% |
| TOTAL | <u>\$ 119,113</u> | <u>\$ 154,700</u> | <u>\$ 171,500</u> | <u>\$ 269,300</u> | 74% |

FUNDING SOURCES

| | | | | | |
|--------------------|-------------------|-------------------|-------------------|-------------------|-----|
| 100 - General Fund | <u>\$ 119,113</u> | <u>\$ 154,700</u> | <u>\$ 171,500</u> | <u>\$ 269,300</u> | 74% |
|--------------------|-------------------|-------------------|-------------------|-------------------|-----|

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|-----------------------------|--|
| 53111 | Contract Services - Private | Professional photographer during City events; the cost of production, printing and distribution of the City calendar |
| 53415 | Community Outreach | Production and delivery of quarterly City Spotlight newsletter |
| 53416 | Social Media Technology | Purchase of social media technology platforms |
| 53976 | Special Departmental | Miscellaneous items for the department |
| 53979 | Special Events | Costs related to the City's annual events: 3rd of July, Concerts in the Park, Movies in the Park, Veteran's Day, Parade & Tree Lighting, Excursions, Spring Egg Hunt, etc. |
| 53992 | Scholarships | Provides for scholarship grants for residents at \$500 each |
| 53993 | Youth Activities Program | Provides funding to low and moderate income families for youth activities in the form of grants. |

Community Promotions

100-4140

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Operating Expenditures | | | | | |
| Contract Services - Private | 53111 | \$ 11,448 | \$ 12,000 | \$ 1,000 | \$ 12,000 |
| Community Outreach | 53415 | 11,058 | 15,000 | 1,000 | 15,000 |
| Social Media Technology | 53416 | 187 | 12,200 | 25,000 | 60,000 |
| Special Departmental | 53976 | 1,130 | - | - | - |
| Special Events | 53979 | 92,992 | 95,000 | 125,000 | 161,800 |
| Scholarships | 53992 | - | 8,500 | 8,500 | 8,500 |
| Youth Activities Program | 53993 | 2,297 | 12,000 | 11,000 | 12,000 |
| Total Operating Expenditures | | <u>\$ 119,113</u> | <u>\$ 154,700</u> | <u>\$ 171,500</u> | <u>\$ 269,300</u> |
| TOTAL EXPENDITURES | | <u>\$ 119,113</u> | <u>\$ 154,700</u> | <u>\$ 171,500</u> | <u>\$ 269,300</u> |



PROPRIETARY FUNDS



City of La Puente

Sewer

Summary

The Sewer Maintenance division provides for operating expense related to maintaining the City's sanitary sewer system.

FY 2021-2022 Accomplishments

- Operated and maintained the sewer.

FY 2022-2023 Goals

- To meet new State requirements on sewer system maintenance and operations.
- Completion of a report examining the capacity and condition of the sewer, and the identification of possible required capital upgrades.

Fiscal Year 2022-2023

| | FY 2020-2021 | FY 2021-2022 | FY 2021-2022 | FY 2022-2023 | % Change |
|--------------------------------------|---------------------|-----------------------|---------------------|-----------------------|-------------------------------|
| BUDGET IN BRIEF | Actual | Adopted Budget | Estimated | Adopted Budget | from Prior Year Budget |
| Operating Expenditures | \$ 316,854 | \$ 773,400 | \$ 370,500 | \$ 526,700 | -32% |
| Debt Service | 603,818 | 575,000 | 575,000 | 574,600 | 0% |
| Transfer to Other Funds | 266,248 | 275,000 | 268,500 | 268,000 | -3% |
| TOTAL | \$ 1,186,921 | \$ 1,623,400 | \$ 1,214,000 | \$ 1,369,300 | -16% |
| FUNDING SOURCES | | | | | |
| 500 - Sewer Construction/Maintenance | \$ 1,186,921 | \$ 1,623,400 | \$ 1,214,000 | \$ 1,369,300 | -16% |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|-----------------------------|---|
| 53111 | Contract Services - Private | Bond disclosure services; Maintenance contract for annual sewer cleaning; Sewer Condition Study |
| 53112 | Contract Services - Public | Annual permit fee with State Water Resources Control Board |
| 53411 | Printing & Publishing | Programs and periodic marketing and forms |
| 53976 | Special Departmental | Miscellaneous expenses for department |
| 53999 | Depreciation Expense | Depreciation of City owned equipment |
| 53989 | Principal Payments | Principal payment on 2016 Sewer Revenue Bonds |
| 53990 | Interest Payments | Interest payment on 2016 Sewer Revenue Bonds |
| 54999 | Transfer to Other Funds | Transfer to General Fund for Administrative Costs |

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Operating Expenditures | | | | | |
| Contract Services - Private | 53111 | \$ 81,846 | \$ 545,800 | \$ 137,200 | \$ 300,000 |
| Contract Services - Public | 53112 | 17,832 | 25,100 | 21,000 | 25,200 |
| Printing & Publishing | 53411 | 1,567 | 2,000 | 1,000 | 1,000 |
| Special Departmental | 53976 | - | 500 | 500 | 500 |
| Depreciation | 53999 | <u>215,609</u> | <u>200,000</u> | <u>210,800</u> | <u>200,000</u> |
| Total Operating Expenditures | | \$ 316,854 | \$ 773,400 | \$ 370,500 | \$ 526,700 |
| Debt Service | | | | | |
| Principal Payments | 53989 | \$ 345,000 | \$ 355,000 | \$ 355,000 | \$ 365,000 |
| Interest Payments | 53990 | <u>258,818</u> | <u>220,000</u> | <u>220,000</u> | <u>209,600</u> |
| Total Debt Service | | \$ 603,818 | \$ 575,000 | \$ 575,000 | \$ 574,600 |
| Transfer to Other Funds | | | | | |
| Transfer to Other Funds | 54999 | | | | |
| Total Transfer to Other Fund | | \$ 266,248 | \$ 275,000 | \$ 268,500 | \$ 268,000 |
| TOTAL EXPENDITURES | | \$ 1,186,921 | \$ 1,623,400 | \$ 1,214,000 | \$ 1,369,300 |

City of La Puente

Equipment Replacement

Summary

The Equipment Replacement Fund is established to provide resources for managing the City's Information Technology infrastructure. It includes the City's computer hardware, software, network, website, and applications. Additional services include troubleshooting, network security, monitoring and infrastructure upgrades.

FY 2021-2022 Accomplishments

- Bolstered remote work capabilities for employees by installing and maintaining software and VPN options.
- Added aggregation software allowing the City to better engage constituents on social media.
- Provided protection from cybersecurity threats and ensured proper backup of documents.
- Implemented a new animal licensing software, allowing residents greater flexibility and online payments.
- Supported conversion of City Council meetings to "virtual" events by linking various remote meeting platforms.

FY 2022-2023 Goals

- Expand use of Microsoft platform for network file storage.
- Continue the replacement and upgrading of outdated desktop computers throughout facilities.
- Integrate technology to expand access to City Council meetings, including expanding the use of audiovisual methods.

Equipment Replacement

550-6100

Fiscal Year 2022-2023

| BUDGET IN BRIEF | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|------------------------|--------------------------------|--|-----------------------------------|--|--|
| Operating Expenditures | \$ 172,129 | \$ 161,000 | \$ 261,700 | \$ 187,000 | 16% |
| TOTAL | <u>\$ 172,129</u> | <u>\$ 161,000</u> | <u>\$ 261,700</u> | <u>\$ 187,000</u> | 16% |

FUNDING SOURCES

| | | | | | |
|----------------------------------|-------------------|-------------------|-------------------|-------------------|-----|
| 550 - Equipment Replacement Fund | <u>\$ 172,129</u> | <u>\$ 161,000</u> | <u>\$ 261,700</u> | <u>\$ 187,000</u> | 16% |
|----------------------------------|-------------------|-------------------|-------------------|-------------------|-----|

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|------------------------------|--|
| 53017 | Software & Licensing | Computer licensing fees and software |
| 53018 | Computer Supplies & Hardware | Computer peripherals and hardware |
| 53111 | Contract Services -Private | Contract services for IT services provider |
| 53911 | Equipment Lease/Rental | Handheld ticket equipment lease |
| 53999 | Depreciation Expense | Depreciation of IT fixed assets |

Equipment Replacement

550-6100

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Operating Expenditures | | | | | |
| Software & Licensing | 53017 | \$ 49,761 | \$ 55,400 | \$ 57,900 | \$ 88,800 |
| Computer Hardware & Supplies | 53018 | 32,782 | 30,600 | 160,000 | 30,600 |
| Contract Services - Private | 53111 | 69,547 | 49,000 | 20,000 | 40,800 |
| Equipment Lease/Rental | 53911 | 690 | 4,000 | 1,800 | 1,800 |
| Depreciation Expense | 53999 | 19,349 | 22,000 | 22,000 | 25,000 |
| Total Operating Expenditures | | <u>\$ 172,129</u> | <u>\$ 161,000</u> | <u>\$ 261,700</u> | <u>\$ 187,000</u> |
| TOTAL EXPENDITURES | | <u>\$ 172,129</u> | <u>\$ 161,000</u> | <u>\$ 261,700</u> | <u>\$ 187,000</u> |

City of La Puente

Vehicle Maintenance and Replacement

Summary

The Vehicle Maintenance and Replacement fund provides for fuel costs, oil changes, regular maintenance or any repairs for all city owned vehicles. In addition, it will account for costs of any new purchases of vehicles unless funded by grants.

FY 2021-2022 Accomplishments

- Successful reduced maintenance costs by utilizing a lease-based fleet.

FY 2022-2023 Goals

- Provide regular maintenance to existing vehicles.
- Provide for replacement of vehicles and equipment in the City's fleet in order to meet operational needs.
- Procure a new tractor for the Public Works department.

Vehicle Maintenance and Replacement 555-3150

Fiscal Year 2022-2023

| | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|--------------------------------|------------------------|--------------------------------|---------------------------|--------------------------------|---------------------------------------|
| BUDGET IN BRIEF | | | | | |
| Operating Expenditures | \$ 262,886 | \$ 277,200 | \$ 308,900 | \$ 345,000 | 24% |
| Capital Outlay | - | 75,000 | 165,000 | 75,000 | 100% |
| TOTAL | <u>\$ 262,886</u> | <u>\$ 352,200</u> | <u>\$ 473,900</u> | <u>\$ 420,000</u> | 19% |
| FUNDING SOURCES | | | | | |
| 555 - Vehicle Replacement Fund | <u>\$ 262,886</u> | <u>\$ 352,200</u> | <u>\$ 473,900</u> | <u>\$ 420,000</u> | 19% |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|----------------------|--|
| 53014 | Fuel Supplies | Fuel costs for city owned vehicles |
| 53812 | Vehicle Maintenance | General maintenance and repairs of city owned vehicles |
| 53912 | Vehicle Lease/Rental | Monthly lease and maintenance of Enterprise Fleet vehicles |
| 53999 | Depreciation Expense | Depreciation of city owned vehicles |
| 54484 | Vehicle Purchase | Vehicle purchases |

Vehicle Maintenance and Replacement 555-3150

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Operating Expenditures | | | | | |
| Fuel | 53014 | \$ 42,141 | \$ 60,000 | \$ 106,800 | \$ 110,000 |
| Vehicle Maintenance | 53812 | 52,915 | 38,000 | 52,200 | 50,000 |
| Vehicle Lease/Rental | 53912 | 54,133 | 89,200 | 59,900 | 95,000 |
| Depreciation Expense | 53999 | \$ 113,697 | \$ 90,000 | \$ 90,000 | \$ 90,000 |
| Total Operating Expenditures | | <u>262,886</u> | <u>277,200</u> | <u>308,900</u> | <u>345,000</u> |
| Capital Outlay | | | | | |
| Vehicle Purchase | 54484 | \$ - | \$ 75,000 | \$ 165,000 | \$ 75,000 |
| Total Capital Outlay | | <u>\$ -</u> | <u>\$ 75,000</u> | <u>\$ 165,000</u> | <u>\$ 75,000</u> |
| TOTAL EXPENDITURES | | <u>\$ 262,886</u> | <u>\$ 352,200</u> | <u>\$ 473,900</u> | <u>\$ 420,000</u> |



SUCCESSOR AGENCY



City of La Puente

Successor Agency

Summary

The Successor Agency (SA) to the former La Puente Community Development Commission prepares the Recognized Obligation Payment Schedules (ROPS). It is then approved by the County Oversight Board as they have the fiduciary responsibility to holders of enforceable obligations as well as to the local agencies that would benefit from property tax distributions from the former redevelopment project area. Property tax revenues are now being used to pay required payments on existing bonds and other related obligations. The remaining property tax revenues that exceed the enforceable obligations are being allocated to cities, counties, special districts and school and community college districts thereby providing critical resources to preserve core public services.

Successor Agency

610-5100

Fiscal Year 2022-2023

| | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget | % Change from Prior Year Budget |
|------------------------|------------------------|--------------------------------|---------------------------|--------------------------------|---------------------------------------|
| BUDGET IN BRIEF | | | | | |
| Operating Expenditures | \$ 100,249 | \$ 343,700 | \$ 344,100 | \$ 421,600 | 23% |
| Debt Services | 448,051 | 661,100 | 661,100 | 644,800 | -2% |
| TOTAL | <u>\$ 548,299</u> | <u>\$ 1,004,800</u> | <u>\$ 1,005,200</u> | <u>\$ 1,066,400</u> | 6% |

FUNDING SOURCES

| | | | | | |
|------------------|-------------------|---------------------|---------------------|---------------------|----|
| 610 - RPTTF Fund | <u>\$ 548,299</u> | <u>\$ 1,004,800</u> | <u>\$ 1,005,200</u> | <u>\$ 1,066,400</u> | 6% |
|------------------|-------------------|---------------------|---------------------|---------------------|----|

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|----------------------------|--|
| 53111 | Contract Services | Property tax and financial audit services; continuing disclosure services |
| 53114 | Legal Services | Legal expenses |
| 53966 | Fiscal Agent Fees | Fiscal agent fees for TABS |
| 54999 | Transfer to Other Funds | Transfers to the General Fund for reimbursement of administrative costs for oversight of the Successor Agency; payment to General Fund for loans made to the former Redevelopment Agency |
| 53990 | Debt Service Payments | Principal payment for TABS |
| 53991 | Interest Expense - TABS | Interest expense for TABS |
| 53993 | Interest Expense - Advance | Interest expense for loans from City of La Puente General Fund |

Successor Agency

610-5100

Fiscal Year 2022-2023

Expenditure Breakdown

| Description | Acct. No. | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-------------------------------------|-----------|------------------------|--------------------------------|---------------------------|--------------------------------|
| Operating Expenditures | | | | | |
| Contract Services | 53111 | \$ 6,471 | \$ 1,500 | \$ 1,500 | \$ 1,500 |
| Legal Services | 53114 | - | 1,000 | 500 | 1,000 |
| Fiscal Agent Fees | 53966 | 1,500 | 1,600 | 1,500 | 1,600 |
| Transfer to Other Funds | 54999 | 92,278 | 339,600 | 340,600 | 417,500 |
| Total Operating Expenditures | | <u>\$ 100,249</u> | <u>\$ 343,700</u> | <u>\$ 344,100</u> | <u>\$ 421,600</u> |
| Debt Service | | | | | |
| Debt Service Payments | 53990 | \$ 443,983 | \$ 125,000 | \$ 125,000 | \$ 130,000 |
| Interest Expense - TABS | 53991 | 4,068 | 132,100 | 132,100 | 126,600 |
| Interest Expense - Advance | 53993 | - | 404,000 | 404,000 | 388,200 |
| Total Debt Service | | <u>\$ 448,051</u> | <u>\$ 661,100</u> | <u>\$ 661,100</u> | <u>\$ 644,800</u> |
| TOTAL EXPENDITURES | | <u>\$ 548,299</u> | <u>\$ 1,004,800</u> | <u>\$ 1,005,200</u> | <u>\$ 1,066,400</u> |



CAPITAL IMPROVEMENT PROGRAM (CIP)

CIP Overview

Fiscal Year 2022-2023

Capital Expenditure Definition

The City's Capital Improvement Program (CIP) consists of the City Council approved projects aimed at improving the City's public infrastructure areas which include: streets and roads, alleyways, sidewalks, sewers, storm drains, traffic signals, streetlights, parks, and public facilities. To qualify as being capital in nature, an expenditure must exceed \$5,000 and have a useful life of at least two years. Capital assets are depreciated based on timeframes defined by City policy based on several categories of long term asset. CIP expenses include design, engineering and construction of permanent structures and do not include repairs, maintenance, and operational costs.

Primary Functions

The primary function of the City's CIP is to identify, plan, and account for major capital improvement projects to enhance or improve the various infrastructure systems and public facilities within the City.

Goals & Objectives

- Maximize available funding sources, including grant funds, to implement the City's identified CIP projects.
- Complete CIP projects in a timely fashion with the least amount of inconvenience to the public.
- Administer the capital improvement projects so as to minimize the need for change orders and cost overruns.

Effect on Operating Budget

- General Fund CIP of \$640,000 has no effect on the operating budget, and is financed entirely by a decrease in fund balance.
- 2019A and 2019B Local Roadway Improvement Capital Projects are financed through bond funds, and thus have no effect on the operating budget.
- The City Facility "Energy Efficiency Project" is financed entirely by 2022A bond funds.
- Special revenue fund CIP projects are funded using a mixture of current year revenues and fund balances.

CIP Project Descriptions Fiscal Year 2022-2023

ADA Transition Plan Implementation - Completion of miscellaneous items identified in the City's updated Self Evaluation and Transition Plan.

Bus Shelter Replacement/Refurbishment – Replacement of 10 existing bus shelters at various locations throughout the City and installation of City branding on new and existing shelters.

Skateboard Park – The addition of an above-ground bowl to the south side of the Skate Park facility.

Crosswalk Enhancements – Crosswalk safety improvements at the following 8 locations near schools in the City: Central Ave. & Albert St., Glendora Ave. & Sierra Vista Ct., Loukelton St. & Del Valle Ave., Main St. & 5th St., Main St. & Bluebonnet St., Orange Ave. & Homeward St., Unruh Ave. & Giordano St., Workman St. & 1st St.

CIP Overview

Fiscal Year 2022-2023

Major Street Resurfacing – Street resurfacing and handicap ramp and sidewalk improvements on Prop C eligible roadways as identified in the City’s Pavement Management Program.

Safe Routes to Schools Master Plan – Final completion of a Safe Routes to School Master Plan for the City as part of a grant received by the Southern California Association of Governments (SCAG) .

Concrete Repairs – Various Locations – Removal and replacement of displaced sidewalks, driveway aprons and curb and gutters throughout the City.

Street Bollards - Downtown – Installation of removable street bollards for temporary street closures for events.

Park Improvements – Final completion of improvements to the east side of La Puente Park including electrical improvements, restroom renovation, and installation of various park amenities.

Local Streets Pavement Resurfacing - Using bond proceeds raised in Series 2019A and 2019B issuance, improvements to local residential streets throughout the City through cold milling the existing asphalt and applying new rubberized asphalt to the street, along with curb and gutter concrete repairs.

Unruh Wall – Amar to Flynn – Block wall and sidewalk improvements along the east side of Unruh Avenue from Amar Rd. to Flynn Street continuing with the new block wall on Amar Rd. and Unruh.

Las Vecinas Street Improvements – Improvements to Las Vecinas Drive east of Stimson Avenue consisting of curb and gutter, sidewalk, driveway aprons, retaining wall and street resurfacing.

Energy Efficiency Project - Building improvements to City Hall, the Community Center, the Senior Center, and the Maintenance Yard building consisting of new LED lighting, solar panels at City Hall and the Community Center parking lot, water efficient upgrades to the restrooms, weatherization treatments to external doors, and new “cool-roofs” to City Hall and the Maintenance Yard building.

Council Chambers Renovation - Improvements to the City Hall council chambers consisting of new technology improvements and physical changes to the council chambers to enhance the public’s experience when attending meetings.

Park Playground - Completion of installation of (2) age group centric playgrounds at La Puente Park.

Park Fitness Court - Construction of shade canopies and other final details at newly installed fitness court.

Park & Rec Grant - Major construction of La Puente Park new sports and recreational facilities.

RMC Grant - Upgrades to facilities at La Puente Park encouraging nature education and conservation.

CIP by Projects

Fiscal Year 2022-2023

| Acct. No. | Project Title | Fund | FY 2020-2021 | FY 2021-2022 | FY 2021-2022 | FY 2022-2023 |
|-----------|--|--------------|---------------------|-------------------|-------------------|---------------------|
| | | | Actual | Adopted Budget | Estimated | Adopted Budget |
| 202-5510 | Local Street Improvement - Slurry Seal/Resurfacing | RMRA/SB1 | \$ 1,378,456 | \$ - | \$ - | \$ - |
| 205-5510 | Local Street Improvement - Slurry Seal/Resurfacing | Measure R | 207,185 | \$ - | \$ - | \$ - |
| | Total Local Street Improvement - Slurry Seal/Resurfacing | | \$ 1,585,641 | \$ - | \$ - | \$ - |
| 200-5514 | ADA Transition Plan Implementation | Gas Tax | \$ - | \$ 20,000 | \$ - | \$ 20,000 |
| | Total ADA Transition Plan | | \$ - | \$ 20,000 | \$ - | \$ 20,000 |
| 215-5518 | Parkway Arterial Improvements - Amar/Elliott | Prop C | \$ 533,618 | \$ 20,000 | \$ 18,400 | \$ - |
| | Total Pkwy/Arterial Wall Improvements | | \$ 533,618 | \$ 20,000 | \$ 18,400 | \$ - |
| 280-5547 | Bus Shelter Replacement/Refurbishment | Misc Grants | \$ - | \$ 40,000 | \$ - | \$ 40,000 |
| 210-5547 | Bus Shelter Replacement/Refurbishment | Prop A | - | 250,000 | 30,000 | 345,000 |
| | Total Bus Shelter Replacement/Refurbishment | | \$ - | \$ 290,000 | \$ 30,000 | \$ 385,000 |
| 400-5576 | Traffic Signal Improvements - Hacienda/N of Fairgrove | Developer | \$ 142 | \$ - | \$ - | \$ - |
| | Total Traffic Signal Improvements - Hacienda/N of Fairgrove | | \$ 142 | \$ - | \$ - | \$ - |
| 500-5580 | Sewer Capital Improvements - Valley Blvd/Wickford to Ferrero and Wickford Ave/Valley to Inyo | Sewer | \$ 318,732 | \$ - | \$ - | \$ - |
| | Total Sewer Capital Improvements | | \$ 318,732 | \$ - | \$ - | \$ - |
| 200-5583 | Street Sign Replacement | Gas Tax | \$ 89,981 | \$ - | \$ - | \$ - |
| | Total Street Sign Replacement | | \$ 89,981 | \$ - | \$ - | \$ - |
| 100-5585 | Skateboard Park | General | \$ 229,432 | \$ 90,000 | \$ - | \$ 90,000 |
| 280-5585 | Skateboard Park | State Grant | 136,919 | \$ 202,000 | 100,000 | 102,000 |
| | Total Skate Board Park | | \$ 366,351 | \$ 292,000 | \$ 100,000 | \$ 192,000 |
| 203-5586 | Crosswalk Enhancements (8 locations) | Measure M | \$ 8,237 | \$ 80,000 | \$ 10,000 | \$ 117,000 |
| 230-5586 | Crosswalk Enhancements (8 locations) | HSIP | - | 786,000 | - | 786,000 |
| | Total Crosswalk Enhancements | | \$ 8,237 | \$ 866,000 | \$ 10,000 | \$ 903,000 |
| 215-5587 | Major Street Resurfacing | Prop C | \$ 306,135 | \$ 150,000 | \$ - | \$ 1,000,000 |
| | Total Major Street Resurfacing | | \$ 306,135 | \$ 150,000 | \$ - | \$ 1,000,000 |
| 220-5588 | Safe Routes to School Master Plan | TDA | \$ 10,000 | \$ 45,000 | \$ 40,000 | \$ 20,000 |
| | Total Safe Routes to School Master Plan | | \$ 10,000 | \$ 45,000 | \$ 40,000 | \$ 20,000 |
| 203-5590 | Concrete Repairs - Various Locations | Measure M | \$ 164,831 | \$ 150,000 | \$ 15,000 | \$ 150,000 |
| | Total Concrete Repairs - Various Locations | | \$ 164,831 | \$ 150,000 | \$ 15,000 | \$ 150,000 |
| 275-5591 | Community Center LED Sign Replacement | PEG | \$ 60,727 | \$ 10,000 | \$ 41,000 | \$ - |
| | Total Community Center LED Sign Replacement | | \$ 60,727 | \$ 10,000 | \$ 41,000 | \$ - |
| 203-5592 | Street Bollards - Downtown | Measure M | \$ - | \$ 45,000 | \$ - | \$ 45,000 |
| | Total Street Bollards - Downtown | | \$ - | \$ 45,000 | \$ - | \$ 45,000 |
| 280-5594 | Park Master Plan - Phase 1 (Westside) | Misc. Grants | \$ 624,893 | \$ - | \$ - | \$ - |
| | Total Park Master Plan - Phase 1 (Westside) | | \$ 624,893 | \$ - | \$ - | \$ - |
| 500-5595 | Sewer and Park Improvements (Westside) | Sewer | \$ 1,500,386 | \$ - | \$ 12,500 | \$ - |
| 100-5595 | Sewer and Park Improvements (Westside) | General Fund | \$ 272,506 | \$ - | \$ - | \$ - |
| 285-5595 | Sewer and Park Improvements (Westside) | LLMD | \$ 141,215 | \$ - | \$ - | \$ - |
| | Total Sewer and Park Improvement (Westside) | | \$ 1,914,108 | \$ - | \$ 12,500 | \$ - |

CIP by Projects

Fiscal Year 2022-2023

| Acct. No. | Project Title | Fund | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-----------|---|--------------|------------------------|--------------------------------|---------------------------|--------------------------------|
| 100-5596 | Park Improvements | General | \$ 682,935 | \$ 644,200 | \$ 240,000 | \$ 550,000 |
| | Total Park Improvements | | \$ 682,935 | \$ 644,200 | \$ 240,000 | \$ 550,000 |
| 285-5597 | Maintenance Yard Roof | LLD | \$ - | \$ 85,000 | \$ - | \$ - |
| | Total Park Improvements | | \$ - | \$ 85,000 | \$ - | \$ - |
| 202-5598 | Local Streets Pavement Resurfacing | RMRA (SB1) | \$ - | \$ 700,000 | \$ 400,000 | \$ 1,000,000 |
| 405-5598 | Local Streets Pavement Resurfacing | Series 2019A | 867,642 | 2,089,600 | 2,130,600 | 1,065,300 |
| 410-5598 | Local Streets Pavement Resurfacing | Series 2019B | 865,107 | 2,089,600 | 2,128,900 | 613,200 |
| | Total Local Streets Pavement Resurfacing | | \$ 1,732,748 | \$ 4,879,200 | \$ 4,659,500 | \$ 2,678,500 |
| 100-5599 | Park Service Road | General | \$ - | \$ 315,000 | \$ - | \$ - |
| 263-5599 | Park Service Road | ARPA | - | 715,200 | 380,000 | - |
| 280-5599 | Park Service Road | Misc. Grants | - | - | 21,100 | - |
| 284-5599 | Park Service Road | Measure W | 64,935 | 275,000 | 348,000 | - |
| | Total Park Service Road | | \$ 64,935 | \$ 1,305,200 | \$ 749,100 | \$ - |
| 283-5600 | Soccer Fields | Measure A | \$ - | \$ 450,000 | \$ 409,700 | \$ - |
| | Total Soccer Fields | | \$ - | \$ 450,000 | \$ 409,700 | \$ - |
| 203-5601 | Unruh Wall - Amar to Flynn | Measure M | \$ - | \$ 90,000 | \$ 20,000 | \$ 137,000 |
| 205-5601 | Unruh Wall - Amar to Flynn | Measure R | - | 90,000 | - | 137,000 |
| | Total Unruh Wall - Amar to Flynn | | \$ - | \$ 180,000 | \$ 20,000 | \$ 274,000 |
| 202-5602 | Las Vecinas Street Improvements | RMRA (SB1) | \$ - | \$ 250,000 | \$ - | \$ 234,000 |
| 203-5602 | Las Vecinas Street Improvements | Measure M | - | 125,000 | - | 233,000 |
| 205-5602 | Las Vecinas Street Improvements | Measure R | - | 175,000 | 32,000 | 233,000 |
| | Total Las Vecinas Street Improvement | | \$ - | \$ 550,000 | \$ 32,000 | \$ 700,000 |
| 283-5603 | Skatepark Boundary | Measure A | \$ - | \$ 188,000 | \$ 70,400 | \$ - |
| | Total Skatepark Boundary | | \$ - | \$ 188,000 | \$ 70,400 | \$ - |
| 280-5604 | Park Playground | Misc. Grants | \$ - | \$ 412,000 | \$ 1,101,900 | \$ 125,000 |
| | Total Park Playground | | \$ - | \$ 412,000 | \$ 1,101,900 | \$ 125,000 |
| 280-5605 | Park Fitness Court | Misc. Grants | \$ - | \$ 312,400 | \$ 220,000 | \$ 100,000 |
| | Total Park Fitness Court | | \$ - | \$ 312,400 | \$ 220,000 | \$ 100,000 |
| 280-5606 | Park and Rec Grant | Misc. Grants | \$ - | \$ 866,300 | \$ 1,106,900 | \$ 3,653,100 |
| | Total Park and Rec Grant | | \$ - | \$ 866,300 | \$ 1,106,900 | \$ 3,653,100 |
| 280-5607 | RMC Grant | Misc. Grants | \$ - | \$ - | \$ 250,000 | \$ 1,026,500 |
| | Total RMC Grant | | \$ - | \$ - | \$ 250,000 | \$ 1,026,500 |
| 400-5608 | Energy Efficiency Project | Bond Funds | \$ - | \$ 3,104,200 | \$ 3,104,200 | \$ 607,100 |
| | Total Energy Efficiency Project | | \$ - | \$ 3,104,200 | \$ 3,104,200 | \$ 607,100 |
| 263-5309 | Council Chamber Renovation | ARPA | \$ - | \$ - | \$ - | \$ 1,000,000 |
| | Total Council Chamber Renovation | | \$ - | \$ - | \$ - | \$ 1,000,000 |
| | GRAND TOTAL | | \$ 8,464,014 | \$ 14,864,500 | \$ 12,230,600 | \$ 13,429,200 |

CIP by Fund

Fiscal Year 2022-2023

| Acct. No. | Project Title | Fund | FY 2020-2021 Actual | FY 2021-2022 Adopted Budget | FY 2021-2022 Estimated | FY 2022-2023 Adopted Budget |
|-----------|--|-------------|------------------------|--------------------------------|---------------------------|--------------------------------|
| 100-5585 | Skateboard Park | General | \$ 229,432 | \$ 90,000 | \$ - | \$ 90,000 |
| 100-5595 | Sewer and Park Improvements (Westside) | General | 272,506 | - | - | - |
| 100-5596 | Park Improvements | General | 682,935 | 644,200 | 240,000 | 550,000 |
| 100-5599 | Park Service Road | General | - | 315,000 | - | - |
| | Total General | | \$ 1,184,873 | \$ 1,049,200 | \$ 240,000 | \$ 640,000 |
| 200-5514 | ADA Transition Plan | Gas Tax | \$ - | \$ 20,000 | \$ - | \$ 20,000 |
| 200-5583 | Street Sign Replacement | Gas Tax | 89,981 | - | - | - |
| | Total Gas Tax | | \$ 89,981 | \$ 20,000 | \$ - | \$ 20,000 |
| 202-5598 | Local Streets Pavement Resurfacing | RMRA (SB1) | \$ - | \$ 700,000 | \$ 400,000 | \$ 1,000,000 |
| 202-5510 | Local Street Improvement - Slurry Seal/Resurfacing | RMRA (SB 1) | \$ 1,378,546 | - | \$ - | \$ - |
| 202-5602 | Las Vecinas Street Improvements | RMRA (SB 1) | - | 250,000 | - | 234,000 |
| | Total RMRA (SB 1) | | \$ 1,378,546 | \$ 950,000 | \$ 400,000 | \$ 1,234,000 |
| 203-5586 | Crosswalk Enhancements (8 locations) | Measure M | \$ 8,237 | \$ 80,000 | \$ 10,000 | \$ 117,000 |
| 203-5590 | Concrete Repairs - Various Locations | Measure M | 164,741 | 150,000 | 15,000 | 150,000 |
| 203-5592 | Street Bollards - Downtown | Measure M | - | 45,000 | - | 45,000 |
| 203-5601 | Unruh Wall - Amar to Flynn | Measure M | - | 90,000 | 20,000 | 137,000 |
| 203-5602 | Las Vecinas Street Improvements | Measure M | - | 125,000 | - | 233,000 |
| | Total Measure M | | \$ 172,978 | \$ 490,000 | \$ 45,000 | \$ 682,000 |
| 205-5510 | Local Street Improvement - Slurry Seal/Resurfacing | Measure R | \$ 207,185 | \$ - | \$ - | \$ - |
| 205-5601 | Unruh Wall - Amar to Flynn | Measure R | - | 90,000 | - | 137,000 |
| 205-5602 | Las Vecinas Street Improvements | Measure R | - | 175,000 | 32,000 | 233,000 |
| | Total Measure R | | \$ 207,185 | \$ 265,000 | \$ 32,000 | \$ 370,000 |
| 210-5547 | Bus Shelter Replacement/Refurbishment | Prop A | \$ - | \$ 250,000 | \$ 30,000 | \$ 345,000 |
| | Total Prop A | | \$ - | \$ 250,000 | \$ 30,000 | \$ 345,000 |
| 215-5518 | Pwky/Arterial Wall Improvements - Amar/Elliott | Prop C | \$ 533,618 | \$ 20,000 | \$ 18,400 | \$ - |
| 215-5587 | Major Street Resurfacing | Prop C | 306,135 | 150,000 | - | 1,000,000 |
| | Total Prop C | | \$ 839,753 | \$ 170,000 | \$ 18,400 | \$ 1,000,000 |
| 220-5588 | Safe Routes to School Master Plan | TDA | \$ 10,000 | \$ 45,000 | \$ 40,000 | \$ 20,000 |
| | Total TDA | | \$ 10,000 | \$ 45,000 | \$ 40,000 | \$ 20,000 |
| 230-5586 | Crosswalk Enhancements (8 locations) | HSIP | \$ - | \$ 786,000 | \$ - | \$ 786,000 |
| | Total HSIP | | \$ - | \$ 786,000 | \$ - | \$ 786,000 |
| 263-5599 | Park Service Road | ARPA | \$ - | \$ 715,200 | \$ 380,000 | \$ - |
| 263-5609 | Council Chamber Renovation | ARPA | \$ - | \$ - | \$ - | \$ 1,000,000 |
| | Total ARPA | | \$ - | \$ 715,200 | \$ 380,000 | \$ 1,000,000 |
| 275-5591 | Community Center LED Sign Replacement | PEG | \$ 60,727 | \$ 10,000 | \$ 41,000 | \$ - |
| | Total PEG Access | | \$ 60,727 | \$ 10,000 | \$ 41,000 | \$ - |

CIP by Fund

Fiscal Year 2022-2023

| <u>Acct. No.</u> | <u>Project Title</u> | <u>Fund</u> | <u>FY 2020-2021 Actual</u> | <u>FY 2021-2022 Adopted Budget</u> | <u>FY 2021-2022 Estimated</u> | <u>FY 2022-2023 Adopted Budget</u> |
|------------------|--|----------------|--------------------------------|--|-----------------------------------|--|
| 280-5547 | Bus Shelter Replacement/Refurbishment | Foothill Grant | \$ - | \$ 40,000 | \$ - | \$ 40,000 |
| 280-5585 | Skateboard Park | State Grant | 136,919 | 202,000 | \$ 100,000 | \$ 102,000 |
| 280-5594 | Park Master Plan - Phase 1 (Westside) | State Grant | 624,893 | - | - | - |
| 280-5599 | Park Service Road | State Grant | - | - | 21,100 | - |
| 280-5604 | Park Playground | State Grant | - | 412,000 | 1,101,900 | 125,000 |
| 280-5605 | Park Fitness Court | State Grant | - | 312,400 | 220,000 | 100,000 |
| 280-5606 | Park and Rec Grant | State Grant | - | 866,300 | 1,106,900 | 3,653,100 |
| 280-5607 | RMC Grant | State Grant | - | - | 250,000 | 1,026,500 |
| | Total Miscellaneous Grants | | \$ 761,813 | \$ 1,832,700 | \$ 2,799,900 | \$ 5,046,600 |
| 283-5600 | Soccer Fields | Measure A | \$ - | \$ 450,000 | \$ 409,700 | \$ - |
| 283-5603 | Skate Park Boundary | Measure A | \$ - | \$ 188,000 | \$ 70,400 | \$ - |
| | Total Measure A | | \$ - | \$ 638,000 | \$ 480,100 | \$ - |
| 284-5599 | Park Service Road | Measure W | \$ 64,935 | \$ 275,000 | \$ 348,000 | \$ - |
| | Total Measure W | | \$ 64,935 | \$ 275,000 | \$ 348,000 | \$ - |
| 285-5595 | Sewer and Park Improvements (Westside) | LLD | \$ 141,215 | \$ - | \$ - | \$ - |
| 285-5597 | Maintenance Yard Roof | LLD | - | 85,000 | - | - |
| | Total for Lighting & Landscaping | | \$ 141,215 | \$ 85,000 | \$ - | \$ - |
| 400-5576 | Traffic Signal Improvements - Hacienda/N of Fairgrove | Developer | \$ 142 | \$ - | \$ - | \$ - |
| 400-5608 | Energy Efficiency Project | Cap Proj 2022A | - | 3,104,200 | 3,104,200 | 607,100 |
| | Total for Capital Projects | | \$ 142 | \$ 3,104,200 | \$ 3,104,200 | \$ 607,100 |
| 405-5598 | Local Streets Pavement Resurfacing | Cap Proj 2019A | \$ 867,642 | \$ 2,089,600 | \$ 2,130,600 | \$ 1,065,300 |
| | Total for Series 2019A Capital Project Fund | | \$ 867,642 | \$ 2,089,600 | \$ 2,130,600 | \$ 1,065,300 |
| 410-5598 | Local Streets Pavement Resurfacing | Cap Proj 2019B | \$ 865,107 | \$ 2,089,600 | \$ 2,128,900 | \$ 613,200 |
| | Total for Series 2019B Capital Project Fund | | \$ 865,107 | \$ 2,089,600 | \$ 2,128,900 | \$ 613,200 |
| 500-5580 | Sewer Capital Improvements - Valley Blvd/Wickford to Ferrero and Wickford Ave/Valley to Inyo | Sewer | \$ 318,732 | \$ - | \$ - | \$ - |
| 500-5595 | Sewer and Park Improvements (Westside) | Sewer | 1,500,386 | - | 12,500 | - |
| | Total for Sewer | | \$ 1,819,118 | \$ - | \$ 12,500 | \$ - |
| | Grand Total | | \$ 8,464,014 | \$ 14,864,500 | \$ 12,230,600 | \$ 13,429,200 |

Summary of Capital Improvement Projects

Fiscal Year 2022-2023 Funding Sources

| Fund No. | Funding Sources | FY 2020-2021 | FY 2021-2022 | FY 2021-2022 | FY 2022-2023 |
|------------------------------|--|---------------------|----------------------|----------------------|----------------------|
| | | Actual | Adopted Budget | Estimated | Adopted Budget |
| 100 | General | \$ 1,184,873 | \$ 1,049,200 | \$ 240,000 | \$ 640,000 |
| 200 | Gas Tax | 89,981 | 20,000 | - | 20,000 |
| 202 | RMRA (SB 1) | 1,378,546 | 950,000 | 400,000 | 1,234,000 |
| 203 | Measure M | 172,978 | 490,000 | 45,000 | 682,000 |
| 205 | Measure R | 207,185 | 265,000 | 32,000 | 370,000 |
| 210 | Prop A | - | 250,000 | 30,000 | 345,000 |
| 215 | Prop C | 839,753 | 170,000 | 18,400 | 1,000,000 |
| 220 | TDA | 10,000 | 45,000 | 40,000 | 20,000 |
| 230 | HSIP | - | 786,000 | - | 786,000 |
| 263 | American Rescue Plan Act | - | 715,200 | 380,000 | 1,000,000 |
| 275 | PEG Access Fund | 60,727 | 10,000 | 41,000 | - |
| 280 | Miscellaneous Grants | 761,813 | 1,832,700 | 2,799,900 | 5,046,600 |
| 283 | Measure A Safe Parks | - | 638,000 | 480,100 | - |
| 284 | Measure W | 64,935 | 275,000 | 348,000 | - |
| 285 | Lighting & Landscaping | 141,215 | 85,000 | - | - |
| 400 | Capital Projects | 142 | 3,104,200 | 3,104,200 | 607,100 |
| 405 | Series 2019A Capital Projects Fund (M) | 867,642 | 2,089,600 | 2,130,600 | 1,065,300 |
| 410 | Series 2019B Capital Projects Fund (R) | 865,107 | 2,089,600 | 2,128,900 | 613,200 |
| 500 | Sewer Construction Maintenance | 1,819,118 | - | 12,500 | - |
| Total Funding Sources | | \$ 8,464,014 | \$ 14,864,500 | \$ 12,230,600 | \$ 13,429,200 |



DESCRIPTION OF FUNDS



Description of Funds

Fiscal Year 2022-2023

The fund types used by the City are as follows:

GOVERNMENTAL FUNDS

General Fund accounts for the revenues and expenditures used to carry out basic governmental functions of the City such as general government, public safety, public works, community development, and recreation services. Revenue is recorded by source (e.g., property taxes, licenses and permits, intergovernmental, charges for service, and fines and forfeitures). General Fund expenditures include the day-to-day operating expenditures, equipment, and capital improvement costs that are not paid through other funds. They are recorded by major functional classification and operating departments. This fund accounts for all financial transactions that are not properly accounted for in another fund. The General Fund utilizes the modified accrual basis of accounting.

Special Revenue Funds account for the revenues derived from specific revenue sources, which are usually required by law or administrative regulation to be accounted for in separate funds. The Special Revenues Funds are restricted to expenditures for specified purposes. Special Revenue Funds utilize the modified accrual basis of accounting.

- **Gas Tax Fund** accounts for gasoline taxes received by the City. These funds are apportioned under the Streets and Highways Code, Sections 2103, 2105, 2106, 2107, and 2107.5 of the State of California. These funds are earmarked for street maintenance, rehabilitation, or improvement of public streets.
- **RMRA (SB1) Funds** accounts for gasoline taxes received by the City. These funds are apportioned under the Streets and Highways Code Section 2032 (h) of the State of California. These funds are earmarked for basic road maintenance, rehabilitation, and critical safety projects on the local streets and roads system.
- **Measure M Fund** accounts for the new one half-cent (.5%) sales tax that was approved by Los Angeles County voters in November 2016. Measure M will increase to 1% on July 1, 2039 when Measure R expires. Proceeds from the sales tax are to be used for street and transportation projects.
- **Measure R Fund** accounts for a one half-cent (.5%) sales tax for Los Angeles County approved by voters in 2008. Measure R funds are to be used to finance new transportation projects and programs. Measure R is set to expire in 2039.
- **Prop A Transportation Fund** reflects the financial activity related to the City's share of Los Angeles County Proposition A Local Return sales tax dollars. This one cent (1%) sales tax was approved by voters in 1980. Expenditures related to fixed route and paratransit services, transportation demand management, transportation systems management and fare subsidy programs are examples of eligible uses of Proposition A Local Return Funds.
- **Prop C Transportation Fund** accounts for the City's share of the Los Angeles County Proposition C Local Return sales tax dollars. This one-half cent (.5%) sales tax was approved by voters in 1990. These funds can be used for congestion management programs, bikeways and bike lanes, street improvements supporting public transit service and pavement management system projects.
- **Local Transportation Fund** accounts for Transportation Development Act Article 3 Funds received from Los Angeles County. TDA funds are allocated annually on a per capita basis. These funds are to be used for activities relating to pedestrian and bicycle projects.
- **Highway Safety Improvement Program (HSIP) Fund** accounts for grants received from the Department of Transportation for specific capital improvement projects. These funds are to be used on transportation projects that improve the safety of its users.

- **Safe Routes to School (SR2S)** accounts for grants received from the Department of Transportation. These funds are intended to fund projects that improve safety and efforts that promote walking and bicycling within a collaborative community framework.
- **Supplemental Law Enforcement Fund** - State COPS Fund accounts for funds received from the State of California under AB 3229 for the purpose of the Citizens Option for Public Safety (COPS) program. These funds are used for front-line law enforcement services.
- **Edward Byrne Memorial Justice Assistance (JAG) Grant** accounts for grants received from the United States Department of Justice for the purpose of reducing crime and improving public safety.
- **Office of Traffic Safety Fund** accounts for fees collected for the impoundment of vehicles at a La Puente Traffic Offender Program (LAPTOP) check point.
- **Asset Seizure Fund** accounts for the revenue received from asset forfeiture fines. This fund is used to support law enforcement.
- **Community Development Block Grant Fund** accounts for funds received from the Department of Housing and Urban Development (HUD). The funds are used to revitalize neighborhoods through housing rehabilitation, expand affordable housing and economic opportunities, and improve community facilities and services, primarily to benefit low and moderate income families.
- **Cal Home Grant Fund** accounts for the costs for the housing rehab construction loan program.
- **Air Quality Management District Fund** accounts for clean air fees collected by the State and distributed by the Southern California Air Quality Management District to cities for clean air project expenditures. This fund is used to fund programs to reduce air pollution from mobile sources such as cars, trucks, and buses.
- **PEG Access Cable Fund** accounts for funds received from cable television providers as part of the franchise fees to develop public, educational, and governmental access to cable television.
- **Miscellaneous Grants Fund** accounts for smaller state and local grants that do not fit into other special revenue funds. Examples of grants in this category are the Foothill Transit grant and Cal-Recycle grants.
- **Measure A – Safe Parks Fund** accounts for the new annual parcel tax of 1.5 cents per square foot of development. Proceeds from the parcel tax will go to help protect and maintain our neighborhood parks.
- **Measure W Fund** - funding for storm water system maintenance and construction from LA County.
- **Lighting & Landscape Maintenance District Fund** – The City acquired Lighting Maintenance District 1744 from the County of Los Angeles on July 1, 2017. Additionally, with the assistance of the local legislature, a bill was passed reconstructing the District from a 1911 Act to a 1972 Act district. This fund accounts for tax revenues received and the associated district expenditures.
- **Housing Fund** accounts for revenue received and expenditures made for affordable housing. The primary sources of revenue are from loan repayments generated from the use of the former Community Development Commission's Low and Moderate Income Housing Fund.
- **American Rescue Plan Act Fund** is a one-time federal funding source encouraging economic growth and community development post COVID-19.

Debt Service Funds are used to separately account for principal and interest payments due from bond issuances. They are funded using a transfer-in from the fund responsible for payment. The debt service fund then uses these proceeds to pay the bond trustee. Debt Service Funds utilize the modified accrual basis of accounting.

- **Series 2019A Debt Service Fund** administers principal and interest payments for 2019A (Measure M) bonds.
- **Series 2019B Debt Service Fund** administers principal and interest payments for 2019B (Measure R) bonds.

Capital Projects Funds are used to provide funding sources for CIP projects, including design and construction. They utilize the modified accrual basis of accounting.

- **Series 2019A Capital Project Fund** provides for City-wide street pavement improvement projects.
- **Series 2019B Capital Project Fund** provides for City-wide street pavement improvement projects.

PROPRIETARY FUNDS

Enterprise Funds account for the sale of goods and services to the public for a fee. Their proceeds can only be expended for related purposes. Enterprise Funds utilize the full accrual basis of accounting for financial reporting.

- **Sewer Construction & Maintenance Fund** accounts for the sewer service charge exclusively funding the operation, maintenance, capital costs and debt service payments of the City's sewer system. An ordinance was adopted on August 8th, 2006 to collect sewer service fees on parcels within the City. The annual amount charged for sewer service to each parcel is based on flow and strength studies prepared by Los Angeles County Sanitation District which determines the hydraulic loading and strength characteristics of each customer class. Sewer rate fees have remained the same since the adoption of this fee. On March 10, 2009, the City Council adopted Resolution No. 09-4784, pursuant to Section 5853 of the Streets and Highways Code, to withdraw from the Consolidated Sewer Maintenance District of the County of Los Angeles ("CSMD") and undertake the operation and maintenance of the City's sewer system beginning July 1, 2010.

Internal Service Funds are used to account for equipment management and information technology (IT) services, performed internally by the department for the user departments as well as vehicle maintenance and replacement. Other than the interest earned on investments, it is basically a chargeback to various departments based on the actual usage and costs associated with vehicle and equipment services and I.T. related costs. Internal Service Funds utilize the full accrual basis of accounting for financial reporting.

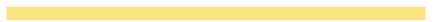
- **Equipment Maintenance & Replacement Fund** accounts for costs for IT services include the citywide computer network and accounting software support. Costs of equipment and services used are accumulated in this fund and proportionately charged back to departments based on the number of computers within each department.
- **Vehicle Maintenance & Replacement Fund** accumulates resources to fund the maintenance, operations and replacement of City licensed vehicles and motorized equipment.

FIDUCIARY FUNDS

- **Successor Agency Fund** is utilized for the purpose of winding down the affairs of the former La Puente Community Redevelopment Agency. Fiduciary Funds utilize the full accrual basis of accounting for financial reporting.



DEBT SUMMARY



Debt Summary

Fiscal Year 2022-2023

Legal Debt Limit

The City has a legal debt limit of approximately \$381.9 million calculated pursuant to state law. \$10.88 million of the City's debt portfolio is currently subject to this limitation, specifically the 2020A Pension Obligation Bonds, which are general obligation bonds. This indicates that the City is only utilizing 3.00% of its legal debt capacity. All other debt is secured by special revenue sources or uses lease financing.

The following table provides a summary of the City's total debt position, as well as the impact of debt service on the Fiscal Year 2022-2023 operating budget. In total, the City will spend \$1.97 million, or almost 6.00% of its operating budget on debt service in Fiscal Year 2022-2023.

| Debt Description | Fund | Debt Outstanding | Final Payment Due | FY 2022-2023 Principal Expense | FY 2022-2023 Interest Expense | FY 2022-2023 Total Expense |
|--|------------------|----------------------|-------------------|--------------------------------|-------------------------------|----------------------------|
| 2016 Sewer Revenue Refunding Bonds | Sewer Fund | \$ 9,761,510 | FY 37-38 | \$ 365,000 | \$ 209,568 | \$ 574,568 |
| 2014A Tax Allocation Refunding Bonds | Successor Agency | 4,391,298 | FY 37-38 | 130,000 | 126,585 | 256,585 |
| City of Industry Loan | Measure R Fund | 1,385,462 | FY 46-47 | 49,074 | 4,213 | 53,287 |
| Series 2019A Tax Revenue Bonds | Measure M Fund | 4,720,400 | FY 38-39 | 150,000 | 112,838 | 262,838 |
| Series 2019B Tax Revenue Bonds | Measure R Fund | 4,191,275 | FY 38-39 | 135,000 | 100,400 | 235,400 |
| Series 2020A Pension Obligation Bonds | General Fund | 10,888,092 | FY 36-37 | 352,102 | 243,024 | 595,126 |
| Series 2022A Cert. of Participation (COPS) | General Fund | 4,669,845 | FY 39-40 | 45,000 | 103,676 | 148,676 |
| TOTALS | | \$ 40,007,882 | | \$ 1,226,176 | \$ 900,303 | \$ 1,977,804 |



GLOSSARY



Glossary

Fiscal Year 2022-2023

The La Puente Budget Document contains a number of terms used in a manner unique to public finance. These terms are explained in the following glossary.

ACCOUNTABILITY. The state of being obliged to explain one's actions, to justify what one does. Accountability requires governments to answer to the citizenry, to justify the raising of public resources and the purposes for which they are used.

ACCOUNTING SYSTEM. The methods and records established to identify, assemble, analyze, classify, record and report a government's transactions and to maintain accountability for the related assets and liabilities.

ACTIVITY. A specific and distinguishable service performed by one or more organizational components of a government to accomplish a function for which the government is responsible (e.g., legislative/legal, administration, city clerk, finance, human resources, general, and insurance/surety are activities within the general government function).

ACTIVITY CLASSIFICATION. Expenditure classification according to the specific type of activity performed by one of more organizational units

ANNUAL FINANCIAL REPORT. A financial report applicable to a single fiscal year.

APPROPRIATION. A legal authorization granted by a legislative body or the City Council to make expenditures and to incur obligations for specific purposes. An appropriation usually is limited in amount and time it may be expended.

APPROPRIATION/BUDGET RESOLUTION. A resolution through which appropriations are given legal effect.

ASSESSED VALUATION. A dollar value placed on real estate or other property by the County as a basis for levying property taxes.

ASSET. An economic resource or probable future economic benefit obtained or controlled by a particular entity as a result of past transactions or events.

AUDIT. A review of the City's accounts by an independent auditing firm to substantiate fiscal year-end balances and assure compliance with generally accepted standards for financial accounting and reporting.

BASIS OF ACCOUNTING. Methodology determining the timing in which revenues, expenditures, expenses, and transfers-- and the related assets and liabilities-- are recognized and reported in financial statements. Accrual basis refers to recording revenue when earned and expenses when incurred. Modified accrual basis, used in governmental funds, does not recognize capital assets, depreciation, or long term liabilities.

BUDGET. A plan of financial operation listing an estimate of proposed expenditures and the proposed means of financing them for a particular time period. Used without any modifier, the term usually indicates a financial plan for a single fiscal year. The term "budget" is used in two senses in practice. Sometimes it designates the financial plan presented to the appropriating governing body for adoption, and sometimes, the plan finally approved by that body. The budget is "proposed" until it has been approved by the City Council at which time it is "adopted".

BUDGETARY COMPARISONS. Statements or schedules presenting comparisons between approved budgetary amounts (as amended) and actual results of operation on the budgetary basis.

BUDGETARY CONTROL. The control of management of a government or enterprise in accordance with an approved budget to keep expenditures within the limitations of available appropriations and available revenues.

BUDGET DOCUMENT. The instrument used by the budget-making authority to present a comprehensive financial program to the appropriating governing body. The budget document usually consists of three parts. The first part contains a message from the budget-making authority, together with a summary of the proposed expenditures and the means of financing them. The second consists of schedules supporting the summary. These schedules show in detail the past years' actual revenues, expenditures and other data used in making the estimates. The third part is composed of drafts of the appropriation, revenue and borrowing measures necessary.

BUDGET-GAAP BASIS DIFFERENCES. Differences arising from the use of a basis of accounting for budgetary purposes that differ from the basis of accounting applicable to the fund type when reporting on operations in conformity with GAAP. For example, a cash-basis budget would produce a budget-GAAP basis difference.

BUDGET MESSAGE. A general discussion of the proposed budget as presented in writing by the budget-making authority to the legislative body. The budget message should contain an explanation of the principal budget items, an outline of government's experience during the past period and its financial status at the time of the message and recommendations regarding the financial policy for the coming period.

CAPITAL IMPROVEMENT BUDGET. A plan of proposed capital improvements to be implemented over a period of years and the means of financing them.

CAPITAL EXPENDITURES. Expenditures resulting in the acquisition of or addition to the government's general fixed assets. Capital assets have a purchase value of over \$5,000 and a useful life of over 2 years per City policy,

CONTINUING APPROPRIATION. An appropriation that once established is automatically renewed without further legislative action, period after period, until altered or revoked. The term should not be confused with intermediate appropriations.

DEBT. An obligation resulting from the borrowing of money or from the purchase of goods and services. Debts of governments include bonds, time warrants and notes.

DEBT PROCEEDS. The difference between the face amount of debt and the issuance discount or the sum of the face amount and the issuance premium. Debt proceeds differ from cash receipts to the extent issuance costs, such as underwriters' fees, are withheld by the underwriter.

DEFERRED MAINTENANCE. The act of not performing (deferring) maintenance at the time it should have been, or was scheduled to be, performed. Maintenance in this context means more than routine preventive maintenance and repairs. It also includes replacement of parts, periodic road resurfacing and other activities needed to maintain the fixed asset at its original contemplated serviceability for its original estimated life.

DEFERRED REVENUE. Amounts for which asset recognition criteria have been met, but for which revenue recognition criteria have not been met. Under the modified accrual basis of accounting, amounts that are measurable but not available are one example of deferred revenue.

DEFICIT. (1) The excess of the liabilities of a fund over its assets. (2) The excess of expenditures over revenues during an accounting period or, in the case of proprietary funds, the excess of expenses over revenues during an accounting period.

DEPRECIATION. (1) Expiration in the service life of fixed assets, other than wasting assets, attributable to wear and tear, deterioration, action of the physical elements, inadequacy and obsolescence. (2) The portion of the cost of a fixed asset, other than a wasting asset, charged as an expense during a particular period. In accounting for depreciation, the cost of a fixed asset, less any salvage value, is prorated over the estimated service life of such an asset, and each period is charged with a portion of such cost. Through this process, the entire cost of the asset is ultimately charged off as an expense.

ENCUMBRANCES. Commitments related to unperformed contracts for goods or services. Used in budgeting, encumbrances are not GAAP expenditures or liabilities, but represent the estimated amount of expenditures ultimately to result if unperformed contracts in process are completed.

ENTERPRISE FUND. A fund established to account for operations financed and operated in a manner similar to private business enterprise (e.g. sewer maintenance system). In this case, the governing body intends that cost (i.e., expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

EXPENDITURES. Decreases in net financial resources. Expenditures include operating expenses requiring the present or future use of net current assets, debt service and capital outlays, and intergovernmental grants, entitlements and shared revenues.

EXPENSES. Outflows or other using up of assets or incurrences of liabilities (or a combination of both) from delivering or producing goods, rendering services or carrying out other activities that constitute the entity's ongoing major or central operations.

FINANCIAL RESOURCES. Cash and other assets that, in the normal course of operations, will become cash.

FISCAL YEAR. A 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations.

FRANCHISE. A special privilege granted by a government permitting the continued use of public property, such as city streets, and usually involving the elements of monopoly and regulation.

FUNCTION. A group of related activities aimed at accomplishing a major service or regulatory program for which a government is responsible (e.g., City Council, City Clerk, administration, planning/zoning, transit, public works).

FUNCTIONAL CLASSIFICATION. Expenditure classification according to the principal purposes for which expenditures are made (e.g. public safety).

FUND. A fiscal and accounting entity with a self-balancing set of accounts in which cash and other financial resources, all related liabilities and residual equities, or balances, and changes therein, are recorded and segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions or limitations.

FUND BALANCE. The difference between fund assets and fund liabilities of a fund. Fund Balance is increased by revenues and decreased by expenditures.

FUND TYPE. Any one of seven categories into which all funds are classified in governmental accounting. The seven fund types are: general, special revenue, debt service, capital projects, enterprise, internal service, and trust and agency.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP). Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompasses the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provides a standard by which to measure financial presentations.

GOVERNMENTAL FUND TYPES. Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities—except those accounted for in proprietary funds and fiduciary funds. In essence, these funds are accounting segregation of financial resources. Expendable assets are assigned to a particular governmental fund type according to the purposes for which they may or must be used. Current liabilities are assigned to the fund type from which they are to be paid. The difference between the assets and liabilities of governmental fund types is referred to as fund balance. The measurement focus in these fund types is on the determination of financial position and changes in financial position (sources, uses and balances of financial resources), rather than on net income determination. The statement of revenues, expenditures and changes in fund balance is the primary governmental fund type operating statement. It may be supported or supplemented by more detailed schedules of revenues, expenditures, transfers and other changes in fund balance. Under current GAAP, there are four governmental fund types: general, special revenue, debt service and capital projects.

GOVERNMENTAL-TYPE ACTIVITIES. Those activities of a government that are carried out primarily to provide services to citizens and that are financed primarily through taxes and intergovernmental grants.

GRANTS. Contributions or gifts of cash or other assets from another government to be used or expended for a specified purpose, activity or facility.

INFRASTRUCTURE ASSETS. Public domain fixed assets such as roads, bridges, curbs and gutters, streets and sidewalks, drainage systems, lighting systems and similar assets that are immovable and of value only to the government unit.

INTERFUND TRANSACTIONS. Transactions between funds of the same government reporting entity. They include (1) quasi-external transactions, (2) reimbursement, (3) residual equity transfers, (4) operating transfers and (5) inter fund loans.

INTERFUND TRANSFERS. All inter fund transactions except loans, quasi-external transactions and reimbursements. Transfers can be classified as belonging to one of two major categories: residual equity transfers or operating transfers.

INTERGOVERNMENTAL REVENUE. Revenues received from other governments in the form of grants, entitlements, shared revenues or payments in lieu of taxes.

INTERNAL SERVICE FUND. A fund used to account for the financing of goods or services provided by one department or agency to other department or agencies of a government or to other governments, on a cost-reimbursement basis.

LEVY. (1) (Verb) To impose taxes, special assessments or service charges for the support of government activities. (2) (Noun) The total amount of taxes, special assessments or service charges imposed by a government.

MEASUREMENT FOCUS. The accounting convention that determines (1) which assets and which liabilities are included on a government's balance sheet and where they are reported there, and (2) whether an operating statement presents information on the flow of financial resources (revenues and expenditures) or information on the flow of economic resources (revenues and expenses).

NET INCOME. Proprietary fund excess of operating revenues, non-operating revenues, and operating transfers in over operating expenses, non-operating expense and operating transfers out.

NONOPERATING EXPENSES. Proprietary fund expenses not directly related to the fund's primary activities (e.g., interest).

NONOPERATING REVENUES. Proprietary fund revenues incidental to or byproducts of, the fund's primary activities.

OBJECT. As used in expenditure classification, applies to the article purchased or the service obtained, rather than to the purpose for which the article or service was purchased or obtained (e.g. personal services, contractual services, material and supplies).

OPERATING BUDGET. Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending and service delivery activities of a government are controlled. The use of annual operating budgets is usually required by law. Even when not required by law, however, annual operating budgets are essential to sound financial management and should be adopted by every government.

OPERATING EXPENSES. Proprietary fund expenses related directly to the fund's primary activities.

OPERATING GRANTS. Grants that are restricted by the grantor to operating purposes or that may be used for either capital or operating purposes at the discretion of the grantee.

OPERATING TRANSFERS. All inter fund transfers other than residual equity transfers (e.g. legally authorized transfers from a fund receiving revenue to the fund through which the resources are to be expended).

ORDINANCE. A formal legislative enactment by the governing body of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Ordinarily, the statutes or charter will specify or imply those legislative actions that must be by ordinance and those that may be by resolution. Revenue-raising measures, such as the imposition of taxes, special assessments and service charges, universally require ordinances.

OTHER FINANCING SOURCES. Governmental fund general long-term debt proceeds, amounts equal to the present value of minimum lease payments arising from capital leases, proceeds from the sale of general fixed assets, and operating transfers in. Such amounts are classified separately from revenues on the governmental operating statement.

OTHER FINANCING USES. Governmental fund operating transfers out and the amount of refunding bond proceeds deposited with the escrow agent. Such amounts are classified separately from expenditures on the governmental operating statement.

PAY-AS-YOU-GO BASIS. In the context of pension accounting and risk management, the failure to finance retirement obligations or anticipated losses on a current basis, using an acceptable actuarial funding method.

PREPAID ITEMS. Payment in advance of the receipt of goods and services in an exchange transaction. Prepaid items (e.g. prepaid rent and unexpired insurance premiums) differ from deferred charges (e.g. unamortized issuance costs) in that they are spread over a shorter period of time than deferred charges and are regularly recurring costs of operations.

REVENUES. (1) Increases in the net current assets of a governmental fund type from other than expenditure refunds and residual equity transfers. Also, general long-term debt proceeds and operating transfers in are classified as "other financing sources" rather than as revenues. (2) Increases in the net total assets of a proprietary fund type from other than expense refunds, capital contributions and residual equity transfers.

REVOLVING FUND. (1) An internal service fund. (2) An imprest account accounted for as an asset of a fund.

RISK MANAGEMENT. All the ways and means used to avoid accidental loss or to reduce its consequences if it does occur.

SELF-INSURANCE. A term often used to describe the retention by an entity of a risk of loss arising out of the ownership of property or from some other cause, instead of transferring that risk to an independent third party through the purchase of an insurance policy. It is sometimes accompanied by the setting aside of assets to fund any related losses. Because no insurance is involved, the term self-insurance is a misnomer.

SERVICE ASSESSMENTS. Special assessment projects for operating activities that do not result in the purchases or construction of fixed assets. Often such service assessments are for services that are normally provided to the public as general government functions and that would otherwise be financed by the general fund or a special revenue fund. Those services include street lighting, street cleaning and snow plowing. Financing for these routine services typically comes from general revenues. However, when routine services are extended to property owners outside the normal service area of the government or are provided at a higher level or at more frequent intervals than that provided the general public, special assessments are sometimes levied.

SINGLE AUDIT. An audit performed in accordance with the Single Audit Act and Office of Management and Budget (OMB) Circular A-133, Audits of State and Local Governments. The Single Audit Act allows or requires governments (depending on the amount of federal assistance received) to have one audit performed to meet the needs of all federal grantor agencies.

SPECIAL ASSESSMENT. A compulsory levy made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

SPECIAL ASSESSMENT ROLL. The official list showing the amount of special assessments levied against each property presumed to be benefited by an improvement or service.

SPECIAL REVENUE FUND. A fund used to account for the proceeds of specific revenue sources (other than expendable trust or major capital projects) that is legally restricted to expenditure for specified purposes.

TAXES. Compulsory charges levied by a government to finance services performed for the common benefit. This term does not include specific charges made against particular persons or property for current permanent benefits.

TRUST AND AGENCY FUND. Fund used to report resources held by the reporting government in a purely custodial capacity.

Glossary of Acronyms

Fiscal Year 2022-2023

| | |
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| ADA | Americans with Disabilities Act |
| AED | Automatic External Defibrillator |
| AQMD | Air Quality Management District |
| CalPERS | California Public Employees Retirement System |
| CIP | Capital Improvement Projects |
| CDBG | Community Development Block Grant |
| CDC | La Puente Community Development Commission |
| CERBT | California Employers Retiree Benefit Trust |
| COPS | Citizen's Option Public Safety grant |
| CSMD | Consolidated Sewer Maintenance District |
| DOC | Dental Optical Care Program |
| FICA | Federal Insurance Contributions Act |
| FPPC | Fair Political Practices Commission |
| FTE | Full Time Equivalent |
| GAAP | Generally Accepted Accounting Principles |
| GASB | Governmental Accounting Standards Board |
| GIS | Geographic Information System |
| HES | Hazard Elimination Safety grant |
| HSIP | Highway Safety Improvement Program |
| HUD | Department of Housing and Urban Development |
| IT | Information Technology |
| JAG | Edward Byrne Memorial Justice Assistance Grant |
| MIS | Management Information System |
| MTA | Metropolitan Transportation Authority |
| MVLF | Motor Vehicle License Fees |
| NPDES | National Pollutant Discharge Elimination System |
| OPEB | Other Post-Employment Benefits |
| ROPS | Recognized Obligation Payment Schedule |
| SR2S | Safe Routes to School grant |
| TAB | Tax Allocation Bonds |
| TDA-3 | Transportation Development Act Article 3 Grant |
| VLF | Vehicle License Fees |
| WDR | Waste Discharge Requirements |