



**City of La Puente**  
**CALIFORNIA**

**BUDGET**

---

FOR THE FISCAL YEAR ENDED  
JUNE 30, 2025



# Table of Contents

<b>INTRODUCTION</b>	
City Manager’s Message	7
Distinguished Budget Presentation Award	11
City Council Budget Resolution	12
La Puente City Council	14
La Puente at a Glance	22
Departmental Indicators	26
<b>GUIDE TO THE BUDGET</b>	
What is the Budget?	30
Budget Process	31
Fiscal Policies	32
Summary of Estimated Fund Balances	34
Personnel Summary	38
Budget in Brief	40
5-Year Fund Balance Projection	42
<b>REVENUE SUMMARY</b>	
Revenue Sources	45
Revenue Details	47
<b>EXPENDITURE SUMMARY</b>	
Budgeted Expenditure by Type	55
Budgeted Expenditure by Fund	57
Gann Appropriations Limit	63
<b>GENERAL GOVERNMENT</b>	
City Council	67
City Manager’s Office	71
City Clerk	75
PEG Access Fund	79
<b>ADMINISTRATIVE SERVICES</b>	
Financial Services	85
Human Resources/Risk Management	89
General Services	95
<b>PUBLIC SAFETY</b>	
Public Safety Services	101
Supplemental Law Enforcement	105
JAG Grant Fund	109
Code Enforcement	113
Emergency Preparedness Services	117
Animal Services	121
<b>DEVELOPMENT SERVICES</b>	
Public Works Services	127
Measure W Fund	131
AQMD Fund	135
Engineering Services	139
Streets – Gas Tax Fund	143
Streets – RMRA (SB1) Fund	147
Measure M Fund	151
Measure R Fund	155
Proposition A Fund	159
Proposition C Fund	163
Series 2019A Debt Service Fund	167
Series 2019B Debt Service Fund	171
Transportation - Capital Projects Fund	175
Planning and Zoning Services	179
Building and Safety Services	185
Housing and Community Services	189
Community Outreach	201
Parks	205
<b>COMMUNITY SERVICES</b>	
Recreation Services	215
Youth Learning Activity Center	219
Senior Services	223
Community Promotions	227
<b>PROPRIETARY FUNDS</b>	
Sewer	233
Equipment Replacement Fund	237
Vehicle Maintenance and Replacement Fund	241
<b>SUCCESSOR AGENCY</b>	
Successor Agency	247

# Table of Contents

## **CAPITAL IMPROVEMENT PROGRAM**

CIP Overview	253
CIP by Projects	255
CIP by Fund	258
Summary of Capital Improvement Projects	260
Project Details - ADA Transition Plan Implementation	261
Project Details - Local Streets Pavement Resurfacing	262
Project Details - Council Chamber Renovation	263
Project Details - HAWK Signal-Hacienda/ Pritchard	264
Project Details - Park Activity Building	265
Project Details - Inyo St. Storm Drain & Drywell	266
Project Details - Animal Shelter/Kennel	267
Project Details - Dog Park-Old Valley Blvd.	268
Project Details - Local Streets Slurry Seal	269
Project Details - ATP Cycle 6	270

## **DESCRIPTION OF FUNDS**

Description of Funds	273
----------------------	-----

## **DEBT SUMMARY**

Debt Summary	279
--------------	-----

## **GLOSSARY**

Glossary	283
Glossary of Acronyms	288



# INTRODUCTION

Annual Budget 2025



## City Manager's Message Fiscal Year 2024-2025

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

In the following pages you will find the adopted Budget and Capital Improvement Program for the fiscal year ending June 30, 2025. The budget is the product of months of collaboration between elected officials, staff, and constituents and represents the collective goals and ideals of our community. It is a policy document, a fiscal plan, an operations guide, and a communications device. As with every annual budget, this document outlines continued funding for critical everyday services: sewer, landscaping and streetlights, animal control, solid waste, and policing. Beyond the day-to-day numbers, it also provides for aspirational projects intended to place La Puente on a track towards a brighter future. This includes long-term investments in capital facilities for recreation and leisure, a youth workforce development program, a robust calendar of community events, assistance to local unhoused individuals, and outlay for critical safety improvements for pedestrians, cyclists, and motorists. As you review the FY 2024/2025 Budget, I invite you to envision for yourself how city services and operations can create a lasting impact for years to come.

### Citywide Budgetary Position

The combined expenditure budget for all funds totals \$40,934,100, including \$7,222,800 dedicated to capital improvements, and the combined revenue forecast is \$40,234,500.

### 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, within the confines of the law and the policy direction of City Council. Within the General Fund operating budget for Fiscal Year 2024-2025, operating expenditures are \$20,896,400 and revenues are \$20,979,500. Since revenues are projected to exceed operating expenses, a small surplus is forecasted, and may contribute to reserves at the end of the fiscal period.

### General Fund Significant Trends

The Consumer Price Index (CPI), a common measure of inflation, has risen by 3.20% in the Los Angeles area over the past 12 months (source: US Bureau of Labor Statistics). This has several impacts on the municipal budget, including increased costs, wage pressure, reduced purchasing power, and in some cases, lower revenues. With this in mind, staff has proposed a conservative budget. General fund operating expenditures, slated at \$20,896,400, show a 4.9% decrease from the final amended FY 2023-2024 Budget (\$21,963,600).

Total revenues in the fund are expected to display a 9% increase over last year's budget. This is largely attributable to the implementation of new fees and rate structure for agency-provided services, stemming from the adoption of a Comprehensive User Fee Study & Cost Allocation Plan towards the end of the prior fiscal year. Greater cost recovery will assist the City in funding core services into the budget year and beyond. The effects of these increases are primarily reflected in the Licenses & Permits, Charges for Services, and Fines & Forfeitures revenue categories.

Taxes are budgeted for a total of \$17,427,900, a modest 5% increase compared to the prior fiscal year budget. Property Tax is the largest revenue source in the General Fund, and is budgeted at \$8,494,600 including vehicle license fees. As local real estate values remain high but seemingly stable, healthy returns from property taxes help shore up revenues and supplement less robust intake in other categories. Sales and Use Tax and Sales & Use Tax-Measure LP are forecasted to realize a combined \$7,182,800, a decrease of approximately 2% from the adopted FY 2023-2024 amounts. This is consistent with statewide trends of falling sales tax revenues in recent years. It can be generally attributed to shifting retail patterns and changes in consumer spending. The City continues to promote economic development among local businesses, and remains committed to expanding its retail tax base.

## Budget Year Priorities and Goals

As has been the case in prior periods, the budget presented herein provides continued funding for the areas of most concern to the La Puente community. Areas of emphasis contained within the Fiscal Year 2024-2025 budget can be broken down into three main categories: 1) public safety 2) capital improvements and 3) community development. The following paragraphs describe in greater detail how these goals are connected with budgetary resources:

### Public Safety

Crime and violence are perennial concerns, and their consequences are felt at all levels of society. Appropriations for Public Safety total \$11,239,000. This represents an increased investment in the safety and security of our community by the City Council in the amount of \$234,600 over the previous year. The bulk of this is made up of the City's policing contract with the Los Angeles County Sheriff's Department, including strategic crime reduction efforts led by the City Manager's Office in conjunction with the Special Assignment Officer (SAO) team. The remainder of the public safety expenditure category consists of Code Enforcement and Animal Control, two internal departments that focus on health, welfare, and quality of life concerns in the local area.

### Capital Improvements

The FY 2024-2025 Capital Improvement Program (CIP) totals \$7,222,800. The CIP finances long term assets that are put into use throughout La Puente.

The largest capital project contained within this budget is the Park Activity center (\$4,147,800) funded primarily by a state grant. This project remains in the design phase. The ultimate goal is to create a multipurpose building at La Puente Park, for use by various sports and activity programs. This activity center is intended to be a state-of-the-art recreational facility. Other recreational uses planned for within this year's budget include the development of an animal shelter and dog park at the intersection of Valley Blvd. and Old Valley Blvd. This facility will serve the dual purpose of providing an in-house animal shelter for City use (providing long term savings over the current contracted service provider) as well as offering green space and recreational area for residents in the eastern portion of La Puente. These two combined projects are funded using both Measure A Safe Parks funds and General Fund.

Roadway and pedestrian safety have long been important priorities for the City, and this year's CIP makes no exception. \$500,000 has been identified within the CIP for design and engineering costs related to Phase II of the Local Streets Pavement Resurfacing project. The purpose of this project is to repave residential streets that are in poor condition. Construction is expected to take place in FY 2025/2026. Other capital budget appropriations for streets and roads include \$250,000 for slurry seal of moderately damaged pavement, \$25,000 to complete the pedestrian HAWK signal located at Hacienda and Pritchard, and \$100,000 towards the Active Transportation Program - Cycle 6.

### Community Development

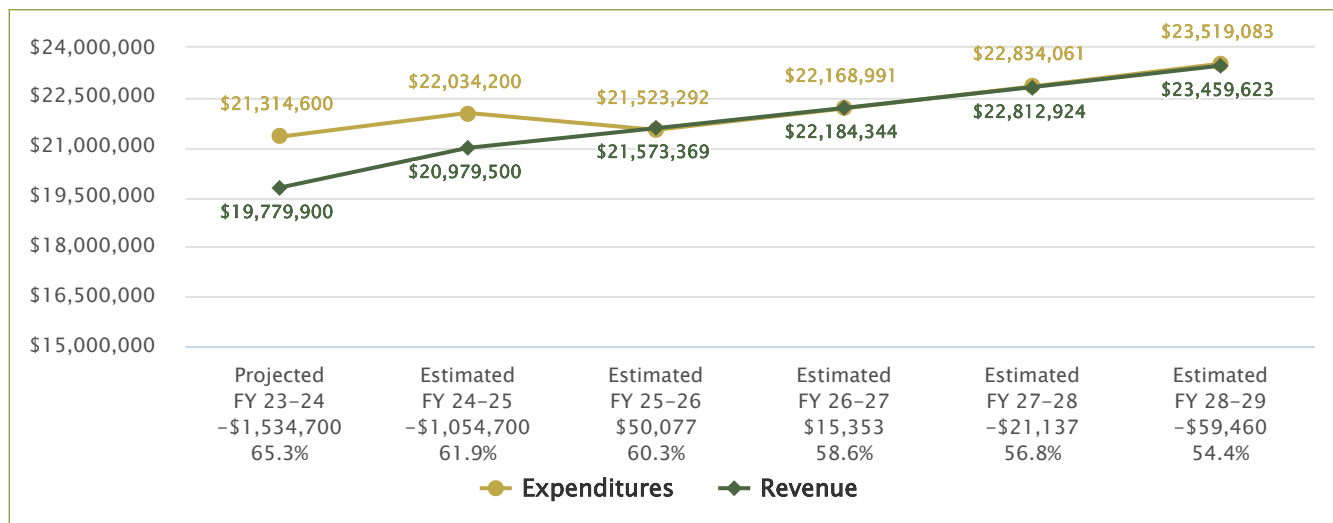
\$2 million has been appropriated for the ongoing Youth Workforce Development Program. After a successful cycle during FY 2023/2024, the grant has been awarded to our agency once again. The grant, bestowed by the Californians for All Job Corps program through the Governor's Office, has allowed the City to develop part-time jobs throughout its various operating departments to provide meaningful employment opportunities for individuals aged 18-30 in the local community. The intention of the program is for participants to gain knowledge, skills, and certifications that can be applied to full-time work in the future. Many program participants work throughout City facilities serving the public and are engaged in cleanup of the City rights-of-way.

Encouraging home ownership is also a priority for staff and the City Council. The fiscal year 2024/2025 budget contains \$300,000 in downpayment assistance for first time homebuyers, funded by the Permanent Local Housing Assistance (PLHA) program through the California Department of Housing and Community Development. As in previous budgets, the CalHome and Community Development Block Grant (CDBG) housing rehabilitation programs remain active, allowing local residents to receive a grant or loan to improve the aesthetics and safety of their homes. These two funds are appropriated with a combined total of more than \$500,000.



### Long-Term Outlook

The City maintains five year operating projections for revenues and expenditures. 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.



### 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 the City must have in savings funds worth at least 25% of one year’s expenditures. The Government Finance Officers Association recommends maintaining a 40% ratio as a measure of protection against future periods of declining revenues. Fiscal Year 2024-2025 ending reserve balance is forecasted to be \$13,326,185 or 60% 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

I want to take a moment to express my heartfelt gratitude to each of you for taking the time to read and engage with our budget. Your interest and feedback are invaluable as we work together to shape our community's future. Your commitment to understanding how our resources are allocated demonstrates a shared dedication to transparency and progress. I appreciate your insights and look forward to continuing this important conversation.

I would like to extend my appreciation to the City Council for its diligent planning and foresight in fiscal matters, which leaves the City better positioned to address our challenges and seize new opportunities. Further, I would like to thank 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 last and most important gratitude is dedicated to the residents of La Puente. Your passion for creating a healthier, more sustainable future is visible each and every day, and is representative of the highest ideals of American democracy.

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, 2023**

*Christopher P. Morill*

**Executive Director**

**RESOLUTION NO. 24-5880**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY  
OF LA PUENTE, CALIFORNIA, APPROVING THE  
PROPOSED BUDGET AND CAPITAL IMPROVEMENT  
PROGRAM FOR FISCAL YEAR 2024-2025**

**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 2024-2025 Proposed Budget and Capital Improvement Program; and

**WHEREAS**, the City Council, as the legislative body of the City, has reviewed and accepted the Proposed 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 "FY 24-25 Budget Book - Proposed" 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.

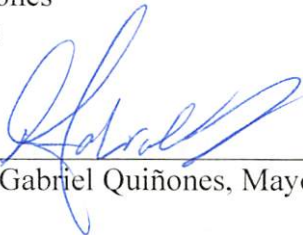
C. The City Manager may authorize change orders on public works contracts in amounts not to exceed ten percent (10%) of contract amounts if sufficient appropriated funds are available.

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 14<sup>th</sup> day of June, 2024, by the following vote:

AYES:	COUNCILMEMBERS: Klinakis, Argudo, Mendoza, Munoz
NOES:	COUNCILMEMBERS: None
ABSENT:	COUNCILMEMBERS: Quinones
ABSTAIN:	COUNCILMEMBERS: None




---

Gabriel Quiñones, Mayor

ATTEST:




---

Martha Torres, MPA, City Clerk

## La Puente City Council



**Council  
Member**

Nadia  
Mendoza



**Council  
Member**

Valerie  
Muñoz



**Mayor**

Gabriel  
Quiñones



**Mayor Pro  
Tem**

Charlie  
Klinakis



**Council  
Member**

David  
Argudo

## City Management Team

---

**City Manager**  
Robert Lindsey

**City Attorney**  
Olivarez Madruga Law Organization  
LLP

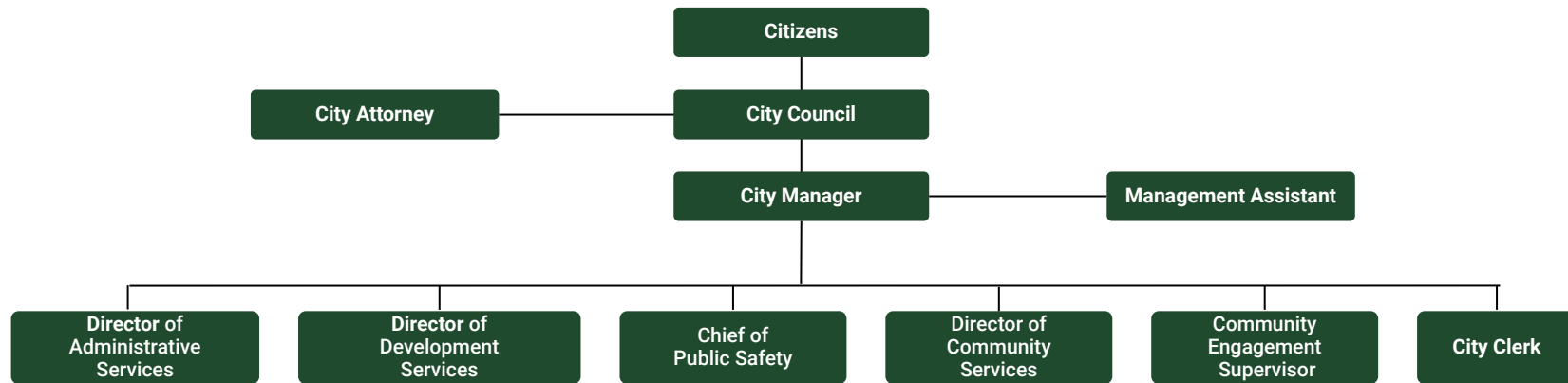
**Director of Development Services**  
John DiMario

**City Clerk**  
Martha Torres, MPA

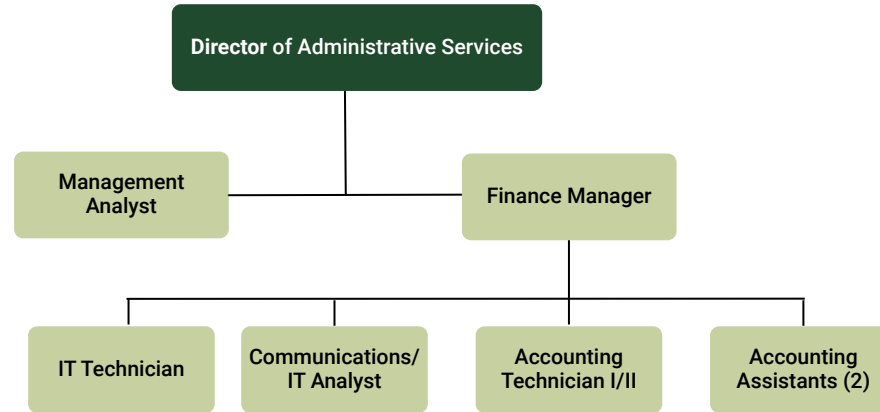
**Director of Community Services**  
Alex Bauman

**Director of Administrative Services**  
Troy Grunklee, CPA

# City of La Puente Organizational Structure

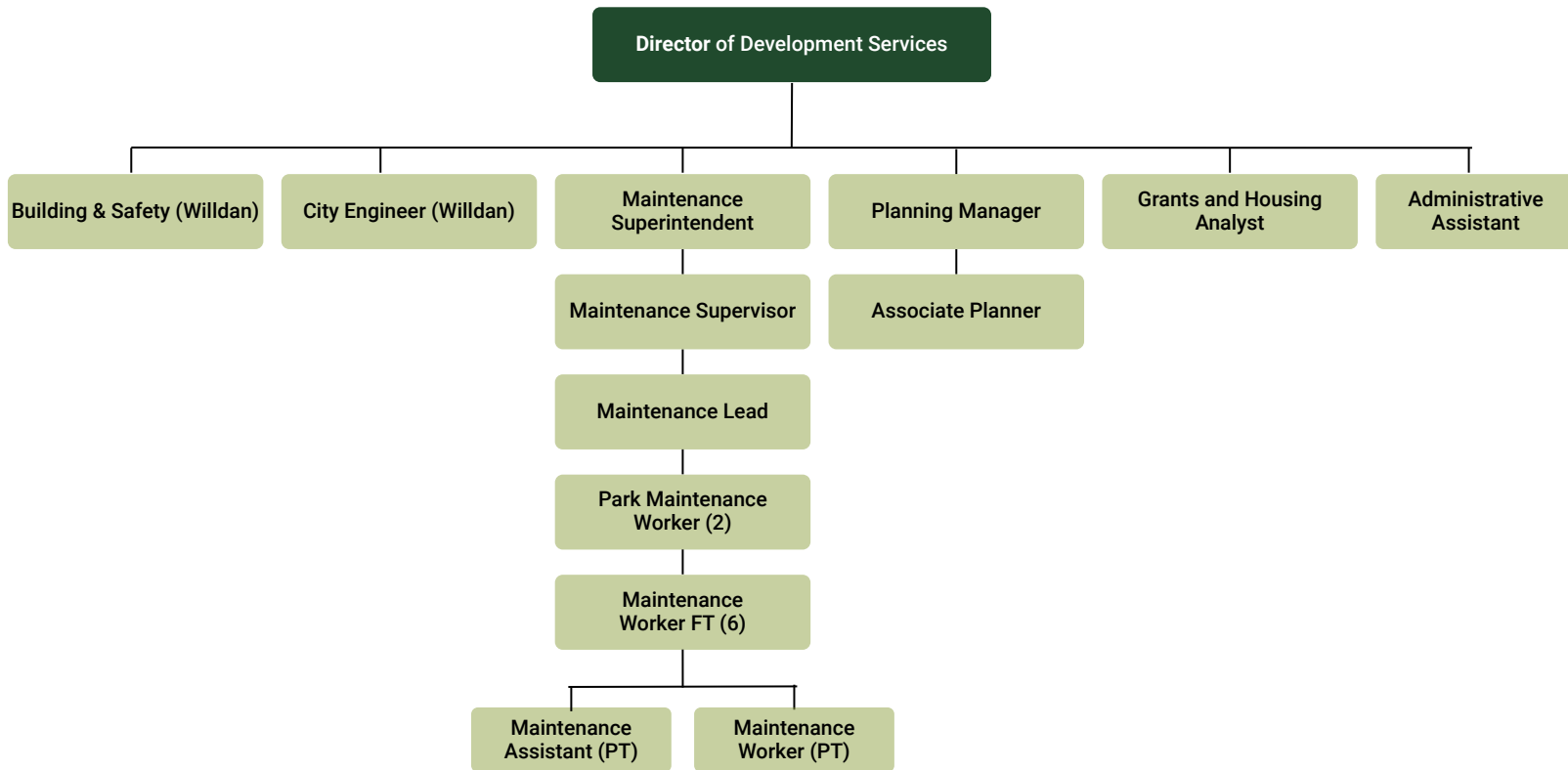


# Department of Administrative Services

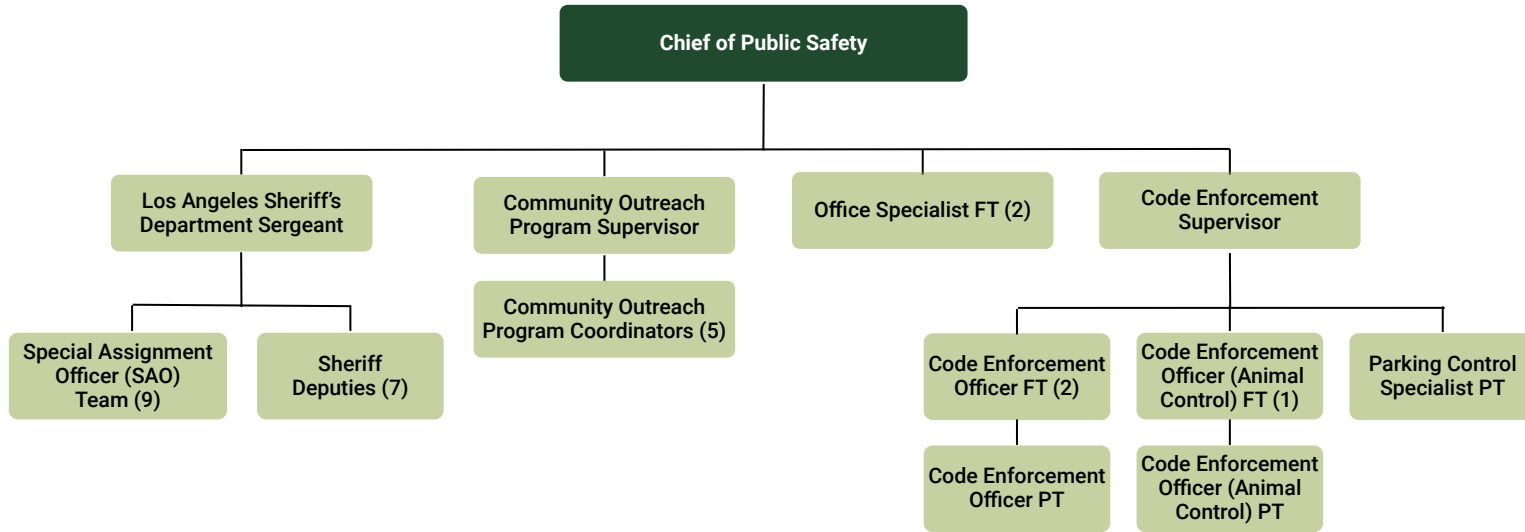




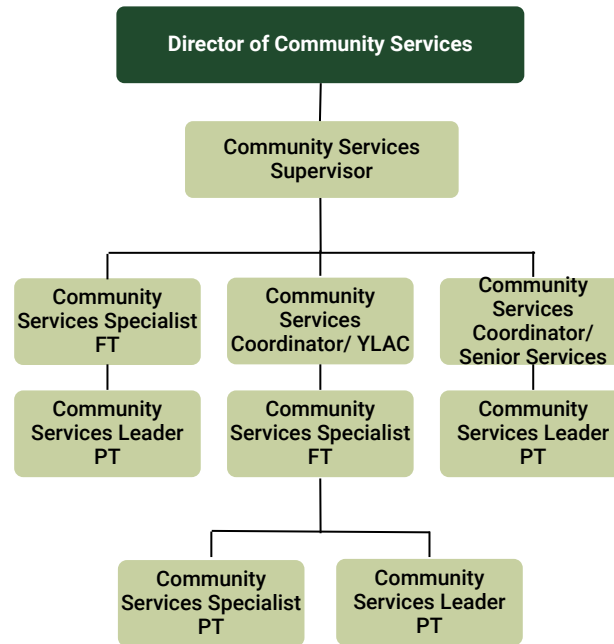
# Department of Development Services



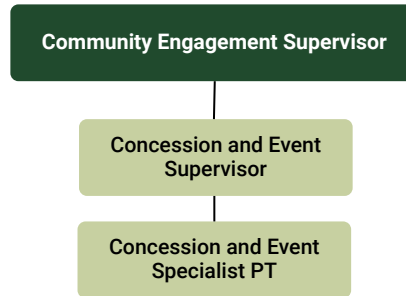
# Department of Public Safety



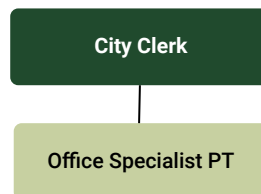
# Department of Community Services



# Community Engagement



# Office of the City Clerk



## La Puente at a Glance Fiscal Year 2024-2025

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 37,459. 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.

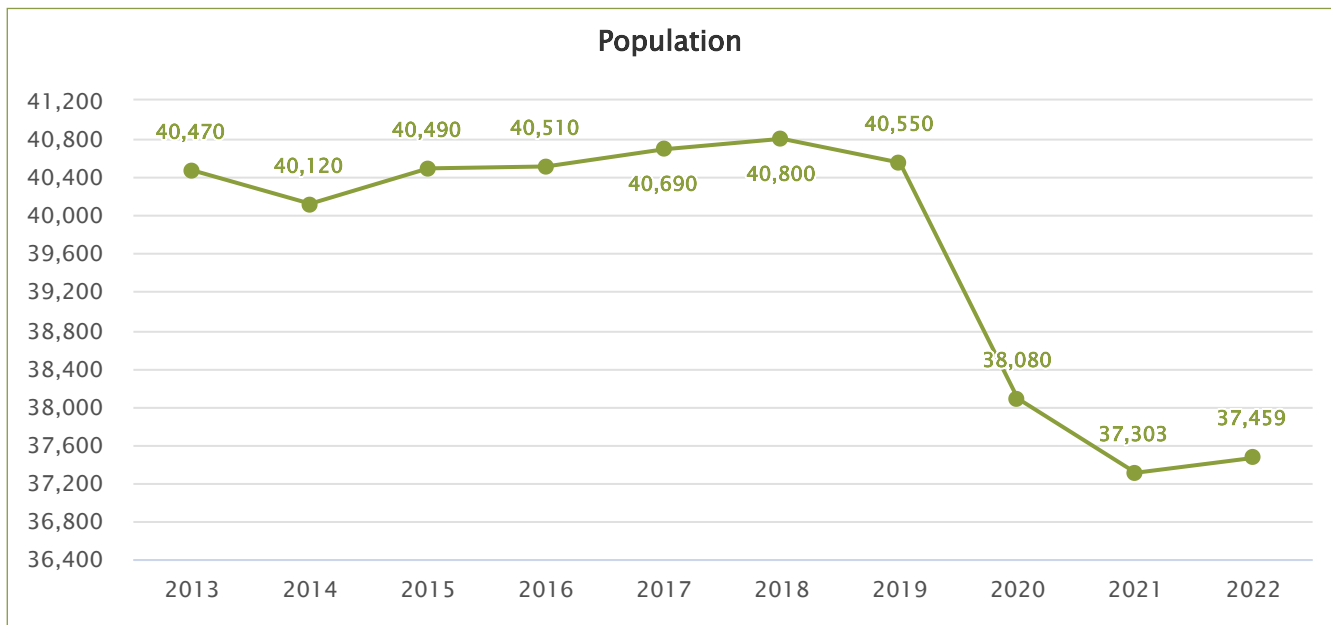
The City was incorporated on August 1, 1956; however, the history of the area began several centuries prior. The word Puente means “bridge” in Spanish, and refers to an early bridge built across the San Jose Creek by members of the Portola-Serra expedition in 1769 as they surveyed the region for Spain. 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:**
  - 2023 Estimate: 37,459
  - 2022 Census: 37,303
  - Percent Change: 7.40% decrease in population since 2013

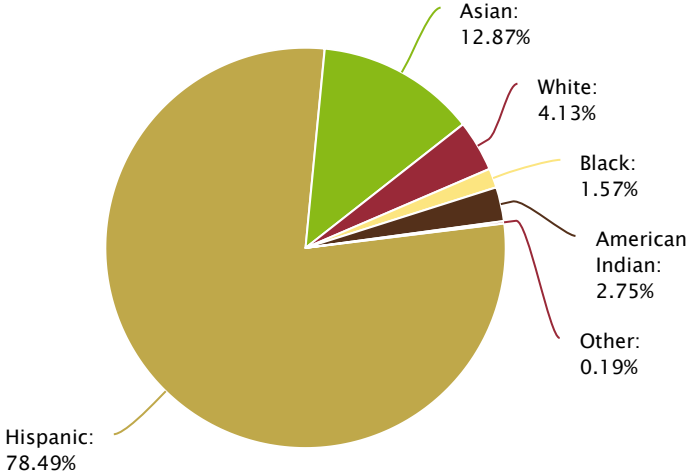


# La Puente at a Glance Fiscal Year 2024-2025

## City of La Puente Demographics and Data

- Population by Ethnic Group**

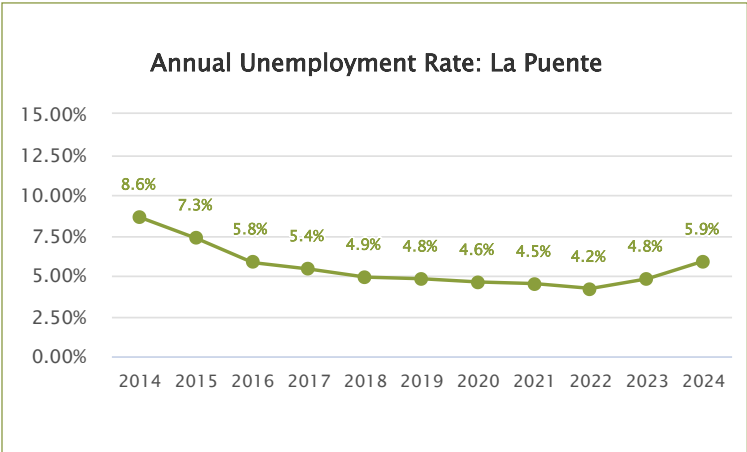
Hispanic	78.49%
Asian	12.87%
White	4.13%
Black	1.57%
American Indian	2.75%
Other	0.19%



- 2023 Unemployment Rate** 5.90%
- Percent Change in Unemployment Rate last 10 years** 31.40% reduction

### Annual Unemployment Rate

2014	8.60%
2015	7.30%
2016	5.80%
2017	5.40%
2018	4.90%
2019	4.80%
2020	4.60%
2021	4.50%
2022	4.20%
2023	4.80%
2024	5.90%



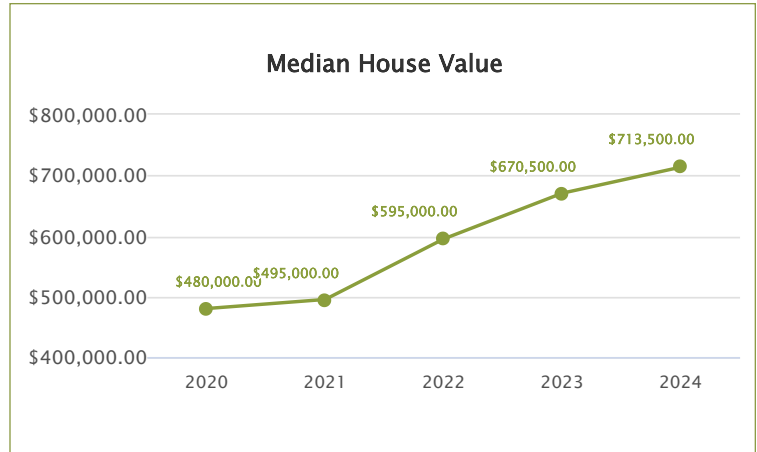
## La Puente at a Glance Fiscal Year 2024-2025

### City of La Puente Data

- **Housing**
  - Dwelling Units: 9,350
  - Median Value: \$713,500
  - Percent Change of Median House Values: 6.8% increase in value

#### Annual Median House Value

2020	\$	480,000
2021	\$	495,000
2022	\$	595,000
2023	\$	670,500
2024	\$	713,500



- **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 2024-2025

### City of La Puente Data

#### Top 10 Employers

<b>Business Name</b>	<b>No. of employees</b>
Northgate Market	112
Bodega Latina Corp	111
CAD Works, Inc.	100
Alert Insulation	88
Walmart Stores Inc.	80
Food for Less # 369	75
McDonald's	75
Ross Dress For Less	68
Merritt's Hardware	43
Walgreens	41

#### 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 2024-2025

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 fourth year of existence.

	FY 2021-2022	FY 2022-2023	FY 2023-2024
<b>Development Services</b>			
Building Permits Issued	1,295	1,549	1,248
Building Inspections Completed	2,774	1,391	2,631
Planning/Zoning Permits Issued	208	203	190
Accessory Dwelling Units (ADU) Approved	45	45	38
Accessory Dwelling Units (ADU) Constructed	7	14	12
Site Plan Design Review (SPDR)s Approved	29	12	32
Engineering Permits Issued	185	144	175
Trees Trimmed	1,754	1,594	1,701
Sidewalks Replaced (sqft)	23,676	11,078	4,093
ADA Curb Ramps Installed	43	3	-
Curbs and Gutters Replaced (linear feet)	8,096	158	820
Driveway Aprons Replaced (sqft)	8,443	-	5,000
Street Light Poles Replaced	6	5	3
Mileage of Streets Resurfaced	7	-	199
Housing Loans Issued	1	3	6
Housing Rehabilitations Completed	4	9	8
Housing grants Issued	3	6	2
Business Assistance Grants Awarded	87	40	15
Transit: La Puente Link Ridership (passengers)	81,264	74,222	62,446
Transit: Dial-a-Ride Ridership (passengers)	915	1,361	3,374
<b>Community Services</b>			
Enrollment in Recreation Programs (participants)	754	754	891
Senior Meals Served	5,100	5,100	5,837
Child Meals Served	38,862	38,862	29,779

**Public Safety & Community Outreach**

Citations Issued	11,567	11,463	15,217
Homeless Individuals Number Housed		54	59
Homeless Individuals-Number of Cases Opened		110	126

**City Clerk**

Public Records Act Requests Responded To	160	253	274
City Council Meetings	27	21	27
Certificates of Recognition Prepared	131	114	132
Candidate Statements Processed	**	5	***
Fair Political Practices Commission Filings	**	80	92
Ballots Cast	**	5,926	***

**Administrative Services**

Payments Issued (number of payments)	2,671	2,965	3,165
Employees Hired	70	79	58

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

\*\*N/A - this indicator was new for inclusion in the program. Historical data unavailable.





# GUIDE TO THE BUDGET

**Annual Budget 2025**

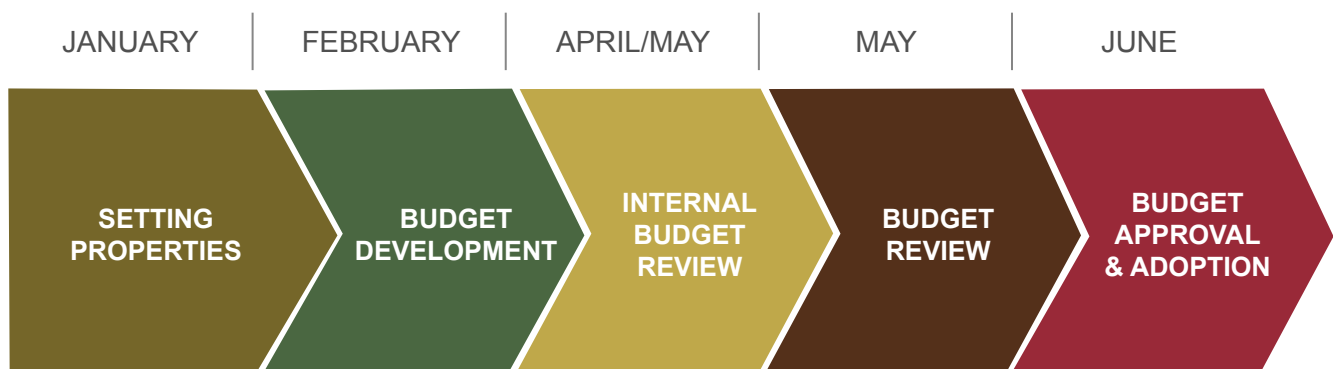
## What is the Budget? Fiscal Year 2024-2025

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 2024-2025



The City Council develops spending priorities as outlined in the City's adopted strategic plan for the current fiscal year.

City departments begin their budgeting by taking the most recently adopted budget and adjusting for anticipated needs and changes. This may entail new programs, major cost items or reductions in the programs. The Capital Improvement Program is also listed.

All budgetary information is compiled by the Finance Manager and presented to the City Manager. The City Manager then reviews and discusses the proposed budget with departmental management, which may result in revisions or changes to balance the budget.

A study session is held to discuss the budget. The City Council reviews the entire preliminary budget and directs any necessary changes. These meetings are open to the public and the City Council takes into consideration any public testimony regarding the budget.

Once the preliminary budget is finalized, it is then presented to the City Council for approval and adoption. Once adopted, the budget is put into place for the new fiscal year on July 1st.

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 2024-2025

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 2023-2024

	Fund Balance July 1, 2023	Revenues	Operating Expenditures
<b>GENERAL FUND</b>			
100 General Fund	\$ 30,665,800	\$ 19,322,600	\$ 19,848,000
<b>Total General Fund</b>	<b>\$ 30,665,800</b>	<b>\$ 19,322,600</b>	<b>\$ 19,848,000</b>
200 Gas Tax Fund	\$ 18,900	\$ 1,024,600	\$ 1,038,900
202 RMRA (SB 1) Fund	2,371,300	925,200	24,900
203 Measure M Fund	942,500	710,700	164,400
205 Measure R Fund	521,600	629,300	149,400
210 Proposition A Fund	760,700	1,051,400	1,054,600
215 Proposition C Fund	3,398,500	860,400	88,100
220 Local Transportation (SB 821) Fund	-	98,500	-
230 HSIP Grant Fund	-	706,000	-
240 Supplement Law Enf Fund	-	186,200	-
245 JAG Grant	-	12,000	12,000
250 Office of Traffic Safety Fund	19,600	-	2,000
260 CDBG Program Fund	-	433,500	433,500
263 American Rescue Plan Act Fund	306,300	-	164,300
265 Cal Home Grant Fund	1,433,100	4,000	185,000
270 Air Quality Improvement Fund	179,900	53,300	148,900
275 PEG Access Fund	87,000	38,700	20,300
280 Miscellaneous Grant Fund	(1,906,400)	5,316,200	3,300,000
283 Measure A - Safe Parks Fund	-	56,800	56,800
284 Measure W Fund	377,700	343,100	95,200
285 Lighting & Landscaping Fund	852,100	1,036,400	1,014,100
290 Housing	471,600	3,000	-
<b>Total Special Revenue Funds</b>	<b>\$ 9,834,400</b>	<b>\$ 13,489,300</b>	<b>\$ 7,952,400</b>
300 Citywide Debt Service Fund	\$ -	\$ -	\$ 831,000
305 Series 2019A Debt Service Fund	-	-	261,800
310 Series 2019B Debt Service Fund	-	-	235,000
<b>Total Debt Service Funds</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,327,800</b>
400 Capital Projects Fund	\$ 31,200	\$ -	\$ 53,300
405 Series 2019A Capital Project Fund	668,600	-	-
410 Series 2019B Capital Project Fund	218,800	-	-
<b>Total Capital Projects Funds</b>	<b>\$ 918,600</b>	<b>\$ -</b>	<b>\$ 53,300</b>
500 Sewer Construction/Mtce Fund	\$ 8,755,300	\$ 1,514,600	\$ 888,600
<b>Total Enterprise Funds</b>	<b>\$ 8,755,300</b>	<b>\$ 1,514,600</b>	<b>\$ 888,600</b>
550 Equipment Replacement Fund	\$ 563,600	\$ 195,500	\$ 362,500
555 Vehicle Mtce/Replacement Fund	1,141,800	456,600	741,400
<b>Total Internal Service Funds</b>	<b>\$ 1,705,400</b>	<b>\$ 652,100</b>	<b>\$ 1,103,900</b>
610 Successor Agency Fund	\$ (17,817,600)	\$ 665,500	\$ 631,400
<b>Total Successor Agency</b>	<b>\$ (17,817,600)</b>	<b>\$ 665,500</b>	<b>\$ 631,400</b>

Capital Improvements	Total Expenditures	Interfund Transfers		Net Change to Fund Balance	Estimated Fund Balance June 30, 2024
		Transfers In	Transfers Out		
\$ 370,000	\$ 20,218,000	\$ 457,300	\$ 1,096,600	\$ (1,534,700)	\$ 29,131,100
<b>\$ 370,000</b>	<b>\$ 20,218,000</b>	<b>\$ 457,300</b>	<b>\$ 1,096,600</b>	<b>\$ (1,534,700)</b>	<b>\$ 29,131,100</b>
\$ -	\$ 1,038,900	\$ -	\$ -	\$ (14,300)	\$ 4,600
2,849,600	2,874,500	-	-	(1,949,300)	422,000
1,209,700	1,374,100	-	261,800	(925,200)	17,300
504,200	653,600	-	288,300	(312,600)	209,000
-	1,054,600	-	-	(3,200)	757,500
1,522,700	1,610,800	-	-	(750,400)	2,648,100
98,500	98,500	-	-	-	-
706,000	706,000	-	-	-	-
-	-	-	186,200	-	-
-	12,000	-	-	-	-
-	2,000	-	-	(2,000)	17,600
-	433,500	-	-	-	-
-	164,300	-	-	(164,300)	142,000
-	185,000	-	3,000	(184,000)	1,249,100
-	148,900	-	-	(95,600)	84,300
-	20,300	-	-	18,400	105,400
109,800	3,409,800	-	-	1,906,400	-
-	56,800	-	-	-	-
75,000	170,200	-	-	172,900	550,600
-	1,014,100	-	-	22,300	874,400
-	-	77,500	-	80,500	552,100
<b>\$ 7,075,500</b>	<b>\$ 15,027,900</b>	<b>\$ 77,500</b>	<b>\$ 739,300</b>	<b>\$ (2,200,400)</b>	<b>\$ 7,634,000</b>
\$ -	\$ 831,000	\$ 831,000	\$ -	\$ -	\$ -
-	261,800	261,800	-	-	-
-	235,000	235,000	-	-	-
<b>\$ -</b>	<b>\$ 1,327,800</b>	<b>\$ 1,327,800</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
\$ 31,200	\$ 84,500	\$ 53,300	\$ -	\$ (31,200)	\$ -
668,600	668,600	-	-	(668,600)	-
218,800	218,800	-	-	(218,800)	-
<b>\$ 918,600</b>	<b>\$ 971,900</b>	<b>\$ 53,300</b>	<b>\$ -</b>	<b>\$ (918,600)</b>	<b>\$ -</b>
\$ -	\$ 888,600	\$ -	\$ 268,100	\$ 357,900	\$ 9,113,200
<b>\$ -</b>	<b>\$ 888,600</b>	<b>\$ -</b>	<b>\$ 268,100</b>	<b>\$ 357,900</b>	<b>\$ 9,113,200</b>
\$ -	\$ 362,500	\$ 120,800	\$ -	\$ (46,200)	\$ 517,400
-	741,400	67,300	-	(217,500)	924,300
<b>\$ -</b>	<b>\$ 1,103,900</b>	<b>\$ 188,100</b>	<b>\$ -</b>	<b>\$ (263,700)</b>	<b>\$ 1,441,700</b>
\$ -	\$ 631,400	\$ -	\$ 402,600	\$ (368,500)	\$ (18,186,100)
<b>\$ -</b>	<b>\$ 631,400</b>	<b>\$ -</b>	<b>\$ 402,600</b>	<b>\$ (368,500)</b>	<b>\$ (18,186,100)</b>

## Summary of Estimated Fund Balances Fiscal Year 2024-2025

	Fund Balance July 1, 2024	Revenues	Operating Expenditures
<b>GENERAL FUND</b>			
100 General Fund	\$ 29,131,100	\$ 20,525,000	\$ 19,963,100
<b>Total General Fund</b>	<b>\$ 29,131,100</b>	<b>\$ 20,525,000</b>	<b>\$ 19,963,100</b>
200 Gas Tax Fund	\$ 4,600	\$ 1,041,200	\$ 1,027,900
202 RMRA (SB 1) Fund	422,000	990,000	74,600
203 Measure M Fund	17,300	749,800	245,400
205 Measure R Fund	209,000	659,700	380,800
210 Proposition A Fund	757,500	1,099,000	1,126,900
215 Proposition C Fund	2,648,100	894,100	124,200
220 Local Transportation (SB 821) Fund	-	38,400	-
240 Supplement Law Enf Fund	-	170,000	-
250 Office of Traffic Safety Fund	17,600	-	-
260 CDBG Program Fund	-	388,400	388,400
263 American Rescue Plan Act Fund	142,000	-	142,000
264 Permanent Local Housing (PLHA)	-	300,000	300,000
265 Cal Home Grant Fund	1,249,100	4,000	155,000
270 Air Quality Improvement Fund	84,300	52,000	100
275 PEG Access Fund	105,400	39,700	29,000
280 Miscellaneous Grant Fund	-	5,950,000	2,000,000
283 Measure A - Safe Parks Fund	-	858,000	107,900
284 Measure W Fund	550,600	342,000	104,400
285 Lighting & Landscaping Fund	874,400	1,056,100	1,051,300
290 Housing	552,100	3,000	-
<b>Total Special Revenue Funds</b>	<b>\$ 7,634,000</b>	<b>\$ 14,635,400</b>	<b>\$ 7,257,900</b>
300 Citywide Debt Service Fund	\$ -	\$ -	\$ 849,500
305 Series 2019A Debt Service Fund	-	-	260,600
310 Series 2019B Debt Service Fund	-	-	234,400
<b>Total Debt Service Funds</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,344,500</b>
400 Capital Projects Fund	\$ -	\$ -	\$ 53,300
<b>Total Capital Projects Funds</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 53,300</b>
500 Sewer Construction/Mtce Fund	\$ 9,113,200	\$ 1,538,400	\$ 968,300
<b>Total Enterprise Funds</b>	<b>\$ 9,113,200</b>	<b>\$ 1,538,400</b>	<b>\$ 968,300</b>
550 Equipment Replacement Fund	\$ 517,400	\$ 265,000	\$ 262,000
555 Vehicle Mtce/Replacement Fund	924,300	633,600	870,400
<b>Total Internal Service Funds</b>	<b>\$ 1,441,700</b>	<b>\$ 898,600</b>	<b>\$ 1,132,400</b>
610 Successor Agency Fund	\$ (18,186,100)	\$ 701,000	\$ 621,500
<b>Total Successor Agency</b>	<b>\$ (18,186,100)</b>	<b>\$ 701,000</b>	<b>\$ 621,500</b>

	Capital Improvements	Total Expenditures	Interfund Transfers		Net Change to Fund Balance	Estimated Fund Balance June 30, 2025
			Transfers In	Transfers Out		
\$	1,137,800	\$ 21,100,900	\$ 454,500	\$ 933,300	\$ (1,054,700)	\$ 28,076,400
<b>\$</b>	<b>1,137,800</b>	<b>\$ 21,100,900</b>	<b>\$ 454,500</b>	<b>\$ 933,300</b>	<b>\$ (1,054,700)</b>	<b>\$ 28,076,400</b>
\$	10,000	\$ 1,037,900	\$ -	\$ -	\$ 3,300	\$ 7,900
	650,000	724,600	-	-	265,400	687,400
	25,000	270,400	-	260,600	218,800	236,100
	-	380,800	-	287,700	(8,800)	200,200
	-	1,126,900	-	-	(27,900)	729,600
	200,000	324,200	-	-	569,900	3,218,000
	-	-	-	-	38,400	38,400
	-	-	-	170,000	-	-
	-	-	-	-	-	17,600
	-	388,400	-	-	-	-
	-	142,000	-	-	(142,000)	-
	-	300,000	-	-	-	-
	-	155,000	-	3,000	(154,000)	1,095,100
	-	100	-	-	51,900	136,200
	-	29,000	-	-	10,700	116,100
	3,950,000	5,950,000	-	-	-	-
	750,000	857,900	-	-	100	100
	500,000	604,400	-	-	(262,400)	288,200
	-	1,051,300	-	-	4,800	879,200
	-	-	83,800	-	86,800	638,900
<b>\$</b>	<b>6,085,000</b>	<b>\$ 13,342,900</b>	<b>\$ 83,800</b>	<b>\$ 721,300</b>	<b>\$ 655,000</b>	<b>\$ 8,289,000</b>
\$	-	\$ 849,500	\$ 849,500	\$ -	\$ -	\$ -
	-	260,600	260,600	-	-	-
	-	234,400	234,400	-	-	-
<b>\$</b>	<b>-</b>	<b>\$ 1,344,500</b>	<b>\$ 1,344,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
\$	-	\$ 53,300	\$ 53,300	\$ -	\$ -	\$ -
<b>\$</b>	<b>-</b>	<b>\$ 53,300</b>	<b>\$ 53,300</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
\$	-	\$ 968,300	\$ -	\$ 281,500	\$ 288,600	\$ 9,401,800
<b>\$</b>	<b>-</b>	<b>\$ 968,300</b>	<b>\$ -</b>	<b>\$ 281,500</b>	<b>\$ 288,600</b>	<b>\$ 9,401,800</b>
\$	-	\$ 262,000	\$ -	\$ -	\$ 3,000	\$ 520,400
	-	870,400	-	-	(236,800)	687,500
<b>\$</b>	<b>-</b>	<b>\$ 1,132,400</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (233,800)</b>	<b>\$ 1,207,900</b>
\$	-	\$ 621,500	\$ -	\$ 434,200	\$ (354,700)	\$ (18,540,800)
<b>\$</b>	<b>-</b>	<b>\$ 621,500</b>	<b>\$ -</b>	<b>\$ 434,200</b>	<b>\$ (354,700)</b>	<b>\$ (18,540,800)</b>

## Personnel Summary Fiscal Year 2024-2025

### Authorized Full-Time Equivalent (FTE) Positions

Job Classification	FY 22-23	FY 23-24	FY 24-25
<b>Department: Council</b>			
Council Member	5.00	5.00	5.00
<b>Total Council:</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>
<b>Department: City Manager</b>			
City Manager	1.00	1.00	1.00
Management Analyst	0.50	0.50	0.50
Communication/IT Analyst	0.50	0.50	0.50
Management Assistant	0.60	0.60	0.60
Information Technology Technician	0.00	0.00	0.50
<b>Total City Manager:</b>	<b>2.60</b>	<b>2.60</b>	<b>3.10</b>
<b>Department: Administrative Services</b>			
Director of Administrative Services	1.00	1.00	1.00
Finance Manager	1.00	1.00	1.00
Management Analyst	0.50	0.50	0.50
Communication/IT Analyst	0.50	0.50	0.50
Accounting Technician II	1.00	1.00	1.00
Accounting Assistant	2.00	2.00	2.00
Information Technology Technician	0.00	0.00	0.50
<b>Total Administrative Services:</b>	<b>6.00</b>	<b>6.00</b>	<b>6.50</b>
<b>Department: City Clerk</b>			
City Clerk	1.00	1.00	1.00
Management Assistant	0.40	0.40	0.40
Office Specialist (PT)	1.00	0.50	0.50
<b>Total City Clerk:</b>	<b>2.40</b>	<b>1.90</b>	<b>1.90</b>
<b>Department: Development Services</b>			
Director of Development Services	1.00	1.00	1.00
Planning Manager	0.00	1.00	1.00
Senior Planner	1.00	0.00	0.00
Associate Planner	1.00	1.00	1.00
Housing & Grants Analyst	0.00	0.00	1.00
Rehabilitation Grant Specialist	1.00	1.00	0.00
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	2.00	2.00	2.00
Maintenance Worker	3.00	3.00	6.00
Maintenance Worker (PT)	0.50	0.50	1.00
Maintenance Assistant (PT)	9.00	9.00	6.50
<b>Total Development Services</b>	<b>22.50</b>	<b>22.50</b>	<b>23.50</b>

## Personnel Summary Fiscal Year 2024-2025

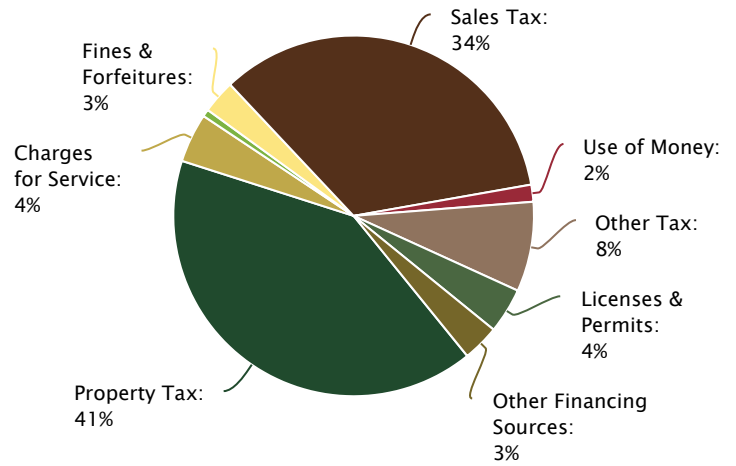
### Authorized Full-Time Equivalent (FTE) Positions

Job Classification	FY 22-23	FY 23-24	FY 24-25
<b>Department: Code Enf/Animal Control</b>			
Chief/Director of Public Safety	0.00	0.00	1.00
Code Enforcement Manager	1.00	0.00	0.00
Sr. Code Enforcement Supervisor	0.00	1.00	0.00
Code Enforcement Officer	1.00	4.00	3.00
Code Enforcement Supervisor	1.00	2.00	1.00
Code Enforcement Officer (PT)	9.00	2.00	2.50
Parking Control Officer (PT)	2.50	13.50	12.50
Office Specialist	0.00	1.00	2.00
Office Specialist (PT)	0.50	0.00	0.00
<b>Total Code Enf/Animal Control:</b>	<b>15.00</b>	<b>23.50</b>	<b>21.00</b>
<b>Department: Community Services</b>			
Director of Community Services	1.00	1.00	1.00
Community Services Supervisor	1.00	1.00	1.00
Community Engagement Supervisor	1.00	1.00	1.00
Community Services Coordinator	2.00	2.00	2.00
Community Services Specialist	2.00	2.00	2.00
Community Services Specialist (PT)	5.00	3.50	3.50
Community Services Leader (PT)	11.00	14.00	13.00
Concession and Event Supervisor	0.00	1.00	1.00
Concession/Event Specialist (PT)	0.00	0.00	2.00
<b>Total Community Services:</b>	<b>23.00</b>	<b>25.50</b>	<b>26.50</b>
<b>Department: Community Outreach</b>			
Community Outreach Program Supervisor	0.00	0.00	1.00
Community Resource Technician	2.00	2.00	0.00
Community Outreach Coordinator	2.00	2.00	5.00
<b>Total Community Outreach:</b>	<b>4.00</b>	<b>4.00</b>	<b>5.00</b>
<b>Totals</b>	<b>80.50</b>	<b>91.00</b>	<b>94.50</b>

## Budget in Brief: General Fund Fiscal Year 2024-2025

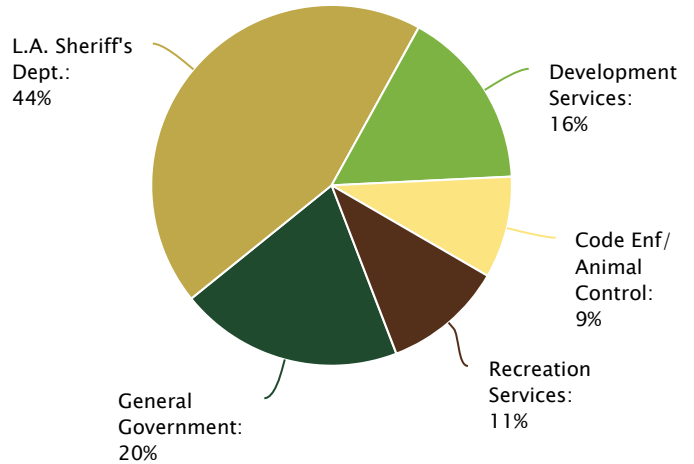
### FY 2024-25 General Fund Revenues

Property Tax	\$	8,554,600
Sales Tax	\$	7,182,800
Other Tax	\$	1,690,500
Licenses & Permits	\$	851,000
Fines & Forfeitures	\$	627,500
Use of Money	\$	320,000
Intergovt	\$	137,500
Charges for Service	\$	924,300
Other Financing Sources	\$	691,300
<b>Total Revenues</b>	<b>\$</b>	<b>20,979,500</b>



### FY 2024-25 General Fund Operating Expenditures

General Government	\$	4,185,400
L.A. Sheriff's Dept.	\$	9,160,500
Development Services	\$	3,386,100
Code Enf/Animal Control	\$	1,908,500
Recreation Services	\$	2,255,900
<b>Total</b>	<b>\$</b>	<b>20,896,400</b>

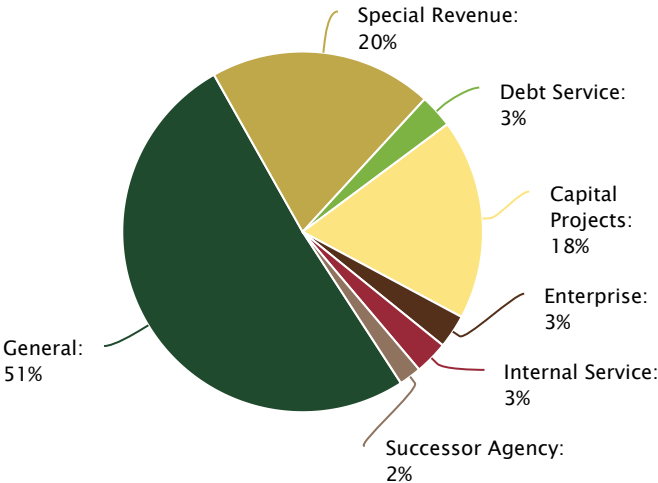




### Budget in Brief: Agency-wide Fiscal Year 2024-2025

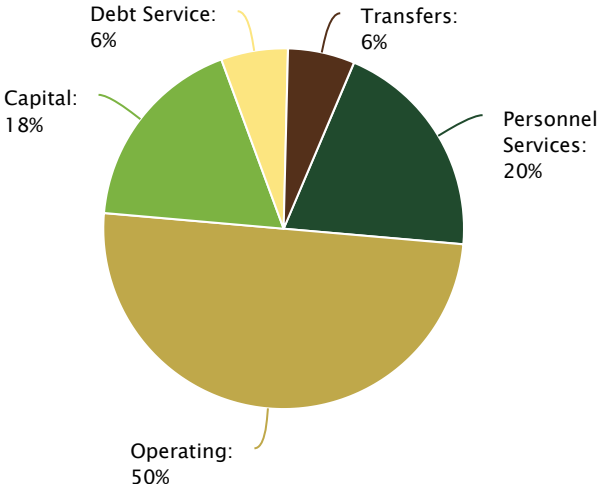
#### FY 2024-25 Total Expenditures \$40,934,100

General	\$	20,896,400
Special Revenue	\$	8,032,500
Debt Service	\$	1,344,500
Capital Projects	\$	7,222,800
Enterprise	\$	1,249,800
Internal Service	\$	1,132,400
Successor Agency	\$	1,055,700
<b>Total</b>	<b>\$</b>	<b>40,934,100</b>



#### FY 2024-25 Total Expenditures by Type

Personnel Services	\$	8,212,300
Operating	\$	20,491,000
Capital	\$	7,257,800
Debt Service	\$	2,602,700
Transfers	\$	2,370,300
<b>Total</b>	<b>\$</b>	<b>40,934,100</b>



## 5-Year Fund Balance Projection Fiscal Years 2023-2024 to 2028-2029

	FY 23-24 Projected	FY 24-25 Estimated	FY 25-26 Estimated	FY 26-27 Estimated	FY 27-28 Estimated	FY 28-29 Estimated
Beginning Fund Balance	\$ 15,915,585	\$ 14,380,885	\$ 13,326,185	\$ 13,376,262	\$ 13,391,615	\$ 13,370,478
<b>Revenues</b>						
Taxes	\$ 16,568,500	\$ 17,427,900	\$ 17,950,737	\$ 18,489,259	\$ 19,043,937	\$ 19,615,255
Licenses & Permits	802,000	851,000	868,020	885,380	903,088	921,150
Intergovernmental	90,700	137,500	140,250	143,055	145,916	148,834
Charges for Services	835,900	924,300	942,786	961,642	980,875	1,000,493
Fines & Forfeitures	614,800	627,500	640,050	652,851	665,908	679,226
Investment Income	310,000	320,000	326,400	332,928	339,587	346,379
Other Revenue	85,700	221,800	226,236	230,761	235,376	240,084
Other Financing Sources	472,300	469,500	478,890	488,468	498,237	508,202
<b>Total Revenues</b>	<b>\$ 19,779,900</b>	<b>\$ 20,979,500</b>	<b>\$ 21,573,369</b>	<b>\$ 22,184,344</b>	<b>\$ 22,812,924</b>	<b>\$ 23,459,623</b>
<b>Expenditures</b>						
Operating Expenditures	\$ 20,944,600	\$ 20,896,400	\$ 21,523,292	\$ 22,168,991	\$ 22,834,061	\$ 23,519,083
Capital Expenditures	370,000	1,137,800	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 21,314,600</b>	<b>\$ 22,034,200</b>	<b>\$ 21,523,292</b>	<b>\$ 22,168,991</b>	<b>\$ 22,834,061</b>	<b>\$ 23,519,083</b>
<b>Net increase (decrease) in Fund Balance</b>	<b>(1,534,700)</b>	<b>(1,054,700)</b>	<b>50,077</b>	<b>15,353</b>	<b>(21,137)</b>	<b>(59,460)</b>
<b>Ending Unassigned Fund Balance</b>	<b>\$ 14,380,885</b>	<b>\$ 13,326,185</b>	<b>\$ 13,376,262</b>	<b>\$ 13,391,615</b>	<b>\$ 13,370,478</b>	<b>\$ 13,311,018</b>
<b>Ending Unassigned Fund Balance Percent*</b>	<b>65.3%</b>	<b>61.9%</b>	<b>60.3%</b>	<b>58.6%</b>	<b>56.8%</b>	<b>54.4%</b>

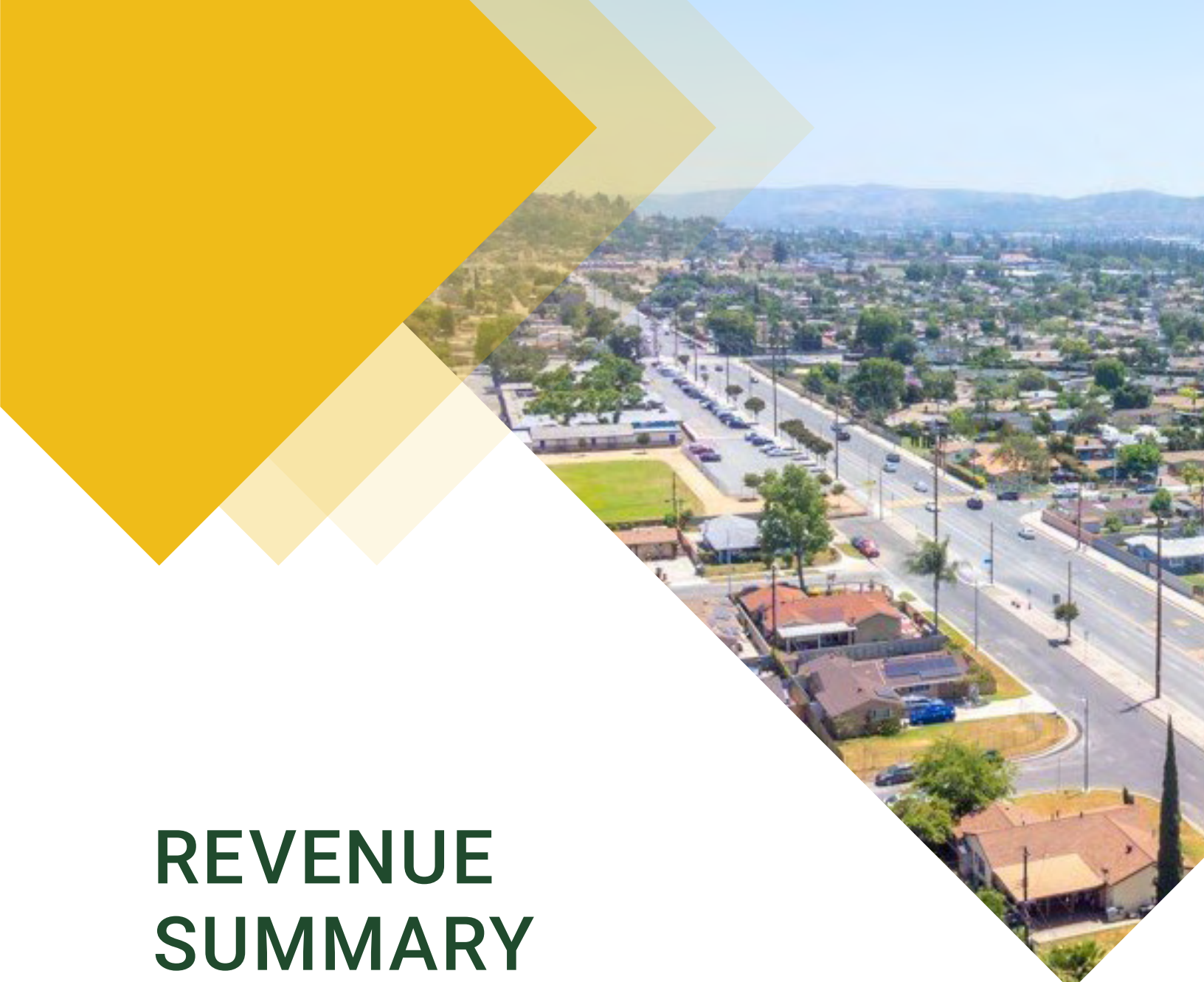
### Assumptions:

Assuming a 3.0% increase annually in taxes and a 2.0% increase annually on the remaining revenues

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

Annual Budget 2025



## Revenue Sources

### Fiscal Year 2024-2025

#### 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
- **Permanent Local Housing Assistance (PLHA)** - state grants for first time homebuyer loans.
- **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.

## 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 2024-2025

Account Number	Revenue Source	FY 22-23 Actuals	FY 23-24 Adopted Budget	FY 23-24 Estimated Actuals	FY 24-25 Adopted Budget	% Change From Prior Year Budget
<b>GENERAL FUND - 100</b>						
<b>Taxes &amp; Assessments</b>						
100-41050	Sales and Use Tax	\$ 3,585,571	\$ 3,695,400	\$ 3,530,000	\$ 3,701,800	0%
100-41055	Sales and Use Tax - Measure LP	3,417,493	3,548,000	3,280,000	3,481,000	-2%
100-41100	Franchise - Edison Co.	267,576	260,000	267,300	267,500	3%
100-41110	Franchise - So. Ca. Gas Co.	103,743	102,700	125,300	125,300	22%
100-41120	Franchise - SGV Water Co	20,777	20,000	21,700	21,500	8%
100-41130	Franchise - SuburbanWater	59,168	60,000	60,300	61,000	2%
100-41140	Franchise - Cable/Video	183,433	200,000	156,500	155,000	-23%
100-41150	Franchise - Waste	559,374	550,000	572,400	575,000	5%
100-41160	Implementation Fee -AB939	100,000	100,000	100,000	100,000	0%
100-41180	Property Tax	1,928,093	1,737,000	1,954,800	2,152,600	24%
100-41181	Property Tax Administration	(20,647)	(21,500)	(22,700)	(23,800)	11%
100-41182	Property Tax In-Lieu of VLF	5,683,844	5,939,000	6,062,700	6,365,800	7%
100-41190	Sales & Uses Tax in-Lieu	13,226	13,200	13,200	13,200	0%
100-41200	Transient Occupancy Tax	273,649	270,000	293,800	280,000	4%
100-41210	Property Transfer Tax	68,608	60,000	61,600	60,000	0%
100-41220	Business License/Permits	105,226	93,000	91,600	92,000	-1%
	<b>Total Taxes &amp; Assessments</b>	<b>\$ 16,349,134</b>	<b>\$ 16,626,800</b>	<b>\$ 16,568,500</b>	<b>\$ 17,427,900</b>	<b>5%</b>
<b>Licenses &amp; Permits</b>						
100-42100	Industrial Waste Permits	\$ 45,636	\$ 30,000	\$ 28,800	\$ 30,000	0%
100-42110	Bldg & Safety Permits	675,163	400,000	630,000	652,800	63%
100-42130	Special Permits	31,333	22,700	18,600	19,400	-15%
100-42135	RV Permits	-	-	100	100	0%
100-42140	Animal License Fees	42,643	70,000	58,200	65,000	-7%
100-42150	Business License App Fee	62,946	63,000	61,200	78,700	25%
100-42160	SB 1186 (CASP Fee)	5,792	5,000	5,100	5,000	0%
	<b>Total Licenses and Permits</b>	<b>\$ 863,513</b>	<b>\$ 590,700</b>	<b>\$ 802,000</b>	<b>\$ 851,000</b>	<b>44%</b>
<b>Fines &amp; Forfeitures</b>						
100-43100	Court Fines	\$ 43,986	\$ 35,000	\$ 17,800	\$ 20,000	-43%
100-43110	Parking Citations	442,505	350,000	545,500	565,000	61%
100-43120	Admin. Penalties - Code	40,058	12,000	48,700	40,000	233%
100-43130	Admin Penalties - Animal	4,385	2,500	2,800	2,500	0%
	<b>Total Fines &amp; Forfeitures</b>	<b>\$ 530,934</b>	<b>\$ 399,500</b>	<b>\$ 614,800</b>	<b>\$ 627,500</b>	<b>57%</b>
<b>Use of Money</b>						
100-44100	Interest On Investments	\$ 313,326	\$ 200,000	\$ 310,000	\$ 320,000	60%
100-44150	Interest on Leases	12,349	-	-	-	0%
	<b>Total Use of Money</b>	<b>\$ 325,675</b>	<b>\$ 200,000</b>	<b>\$ 310,000</b>	<b>\$ 320,000</b>	<b>60%</b>
<b>Intergovernmental</b>						
100-45100	Federal Grant	\$ 7,626	\$ 25,000	\$ 34,400	\$ 8,500	-66%
100-45110	State Grants	154,129	-	2,300	60,000	0%
100-45120	County Grant	50,000	-	-	-	0%

## Revenue Details Fiscal Year 2024-2025

Account Number	Revenue Source	FY 22-23 Actuals	FY 23-24 Adopted Budget	FY 23-24 Estimated Actuals	FY 24-25 Adopted Budget	% Change From Prior Year Budget
100-45140	State Mandated Reimbursements	110,919	10,000	15,000	30,000	200%
100-45145	Motor Vehicle License Fees	38,970	39,000	39,000	39,000	0%
<b>Total Intergovernmental</b>		<b>\$ 361,644</b>	<b>\$ 74,000</b>	<b>\$ 90,700</b>	<b>\$ 137,500</b>	<b>86%</b>
<b>Charges for Services</b>						
100-47100	Zoning Fees	\$ 74,375	\$ 55,200	\$ 72,200	\$ 70,800	28%
100-47110	Building Plan Check Fees	275,995	250,000	251,200	301,000	20%
100-47120	Public Works Inspection Fees	204,208	190,400	174,100	175,000	-8%
100-47150	Repair to Public Property	16,992	10,000	5,000	8,900	-11%
100-47160	Facility Rental	2,206	30,000	7,200	8,000	-73%
100-47170	Subdivision Fees	2,231	2,000	1,800	2,000	0%
100-47180	Site Plan Review	6,105	6,000	7,600	7,000	17%
100-47210	Emergency Response Progm	50	500	100	500	0%
100-47220	Vehicle Impound Fees	26,844	25,000	28,500	27,900	12%
100-47240	Foreclosure Registration Fee	300	200	100	200	0%
100-47260	Recreation Programs	177,948	102,000	197,100	220,000	116%
100-47270	Senior Center Programs	904	2,000	1,000	2,000	0%
100-47280	Landscape Maintenance	10,337	9,000	10,200	10,000	11%
100-47290	Passport Program	54,007	42,000	32,600	40,000	-5%
100-47300	Telecommunication Lease/Rental	25,616	38,000	38,000	38,000	0%
100-47440	Solid Waste Review Fee	4,020	2,000	3,600	3,000	50%
100-47445	EV Charging Fees	772	-	5,600	10,000	0%
<b>Total Charges For Services</b>		<b>\$ 882,910</b>	<b>\$ 764,300</b>	<b>\$ 835,900</b>	<b>\$ 924,300</b>	<b>21%</b>
<b>Other Financing Sources</b>						
100-48100	Successor Agency Reimbursement	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	0%
100-48105	LPCF Reimbursement	-	81,200	38,500	190,600	135%
100-48120	Tap Card Sales	28	100	100	100	0%
100-48130	Donations	1,550	1,000	7,100	1,000	0%
100-48140	Military Banner Donation	(286)	100	200	100	0%
100-48900	Miscellaneous	51,290	15,000	39,800	30,000	100%
100-49120	Revenue-Unrealized Gain	(695,732)	-	-	-	0%
100-49900	Transfers in from Other Funds	4,943,808	437,200	457,300	454,500	4%
<b>Total Other Financing Sources</b>		<b>\$ 4,315,658</b>	<b>\$ 549,600</b>	<b>\$ 558,000</b>	<b>\$ 691,300</b>	<b>26%</b>
<b>Total General Fund</b>		<b>\$ 23,629,468</b>	<b>\$ 19,204,900</b>	<b>\$ 19,779,900</b>	<b>\$ 20,979,500</b>	<b>9%</b>



## Revenue Details Fiscal Year 2024-2025

Account Number	Revenue Source	FY 22-23 Actuals	FY 23-24 Adopted Budget	FY 23-24 Estimated Actuals	FY 24-25 Adopted Budget	% Change From Prior Year Budget
<b>SPECIAL REVENUE FUNDS</b>						
<b>Gas Tax Fund</b>						
200-44100	Interest On Investments	\$ 2	\$ 1,000	\$ 1,000	\$ 1,000	0%
200-45144	Gas Tax - 2107.5	6,000	6,000	6,000	6,000	0%
200-45150	Gas Tax - 2103	309,859	380,700	334,700	337,600	-11%
200-45151	Gas Tax - 2105	216,420	253,500	231,400	236,000	-7%
200-45152	Gas Tax - 2106	129,036	150,300	135,100	137,700	-8%
200-45153	Gas Tax - 2107	294,944	302,700	316,200	322,600	7%
200-47150	Repair to Public Property	1,883	500	200	300	-40%
200-48900	Miscellaneous	191,232	-	-	-	0%
	<b>Total State Gas Tax</b>	<b>\$ 1,149,376</b>	<b>\$ 1,094,700</b>	<b>\$ 1,024,600</b>	<b>\$ 1,041,200</b>	<b>-5%</b>
<b>RMRA (SB 1) Fund</b>						
202-44100	Interest On Investments	\$ 17,673	\$ 3,000	\$ 15,000	\$ 17,000	467%
202-45154	Gas Tax - RMRA	848,489	939,800	910,200	973,000	4%
	<b>Total RMRA (SB 1)</b>	<b>\$ 866,162</b>	<b>\$ 942,800</b>	<b>\$ 925,200</b>	<b>\$ 990,000</b>	<b>5%</b>
<b>Measure M Fund</b>						
203-44100	Interest On Investments	\$ 9,318	\$ 3,000	\$ 8,000	\$ 9,000	200%
203-45205	Measure M Allocations	741,291	765,900	702,700	740,800	-3%
	<b>Total Measure M</b>	<b>\$ 750,609</b>	<b>\$ 768,900</b>	<b>\$ 710,700</b>	<b>\$ 749,800</b>	<b>-2%</b>
<b>Measure R Fund</b>						
205-44100	Interest On Investments	\$ 6,709	\$ 3,000	\$ 6,000	\$ 6,000	100%
205-45200	Measure R Allocations	655,306	675,800	623,300	653,700	-3%
	<b>Total Measure R</b>	<b>\$ 662,015</b>	<b>\$ 678,800</b>	<b>\$ 629,300</b>	<b>\$ 659,700</b>	<b>-3%</b>
<b>Proposition A Fund</b>						
210-44100	Interest On Investments	\$ 9,193	\$ 4,000	\$ 8,000	\$ 8,500	113%
210-45210	Prop A Transportation Funds	1,053,674	1,086,300	1,004,200	1,050,700	-3%
210-46100	Dial-A-Ride Fares	467	500	800	600	20%
210-46105	Shuttle Fares	23,751	25,000	23,500	24,100	-4%
210-46110	Foothill Pass Sales	10,747	12,000	10,900	11,000	-8%
210-46120	Metrolink Pass Sales	-	500	100	100	-80%
210-46130	MTA Pass Sales	3,144	4,000	3,900	4,000	0%
	<b>Total Proposition A</b>	<b>\$ 1,100,976</b>	<b>\$ 1,132,300</b>	<b>\$ 1,051,400</b>	<b>\$ 1,099,000</b>	<b>-3%</b>
<b>Proposition C Fund</b>						
215-44100	Interest On Investments	\$ 28,542	\$ 8,000	\$ 21,000	\$ 22,600	183%
215-45220	Prop C Transportation Funds	873,993	901,100	839,400	871,500	-3%
215-49900	Transfers in from Other Funds	17,400	-	-	-	0%
	<b>Total Proposition C</b>	<b>\$ 919,935</b>	<b>\$ 909,100</b>	<b>\$ 860,400</b>	<b>\$ 894,100</b>	<b>-2%</b>
<b>Local Transportation Fund</b>						
220-45190	SB 821 Allocation	\$ -	\$ -	\$ 98,500	\$ 38,400	0%
	<b>Total Local Transportation Fund</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 98,500</b>	<b>\$ 38,400</b>	<b>0%</b>

## Revenue Details Fiscal Year 2024-2025

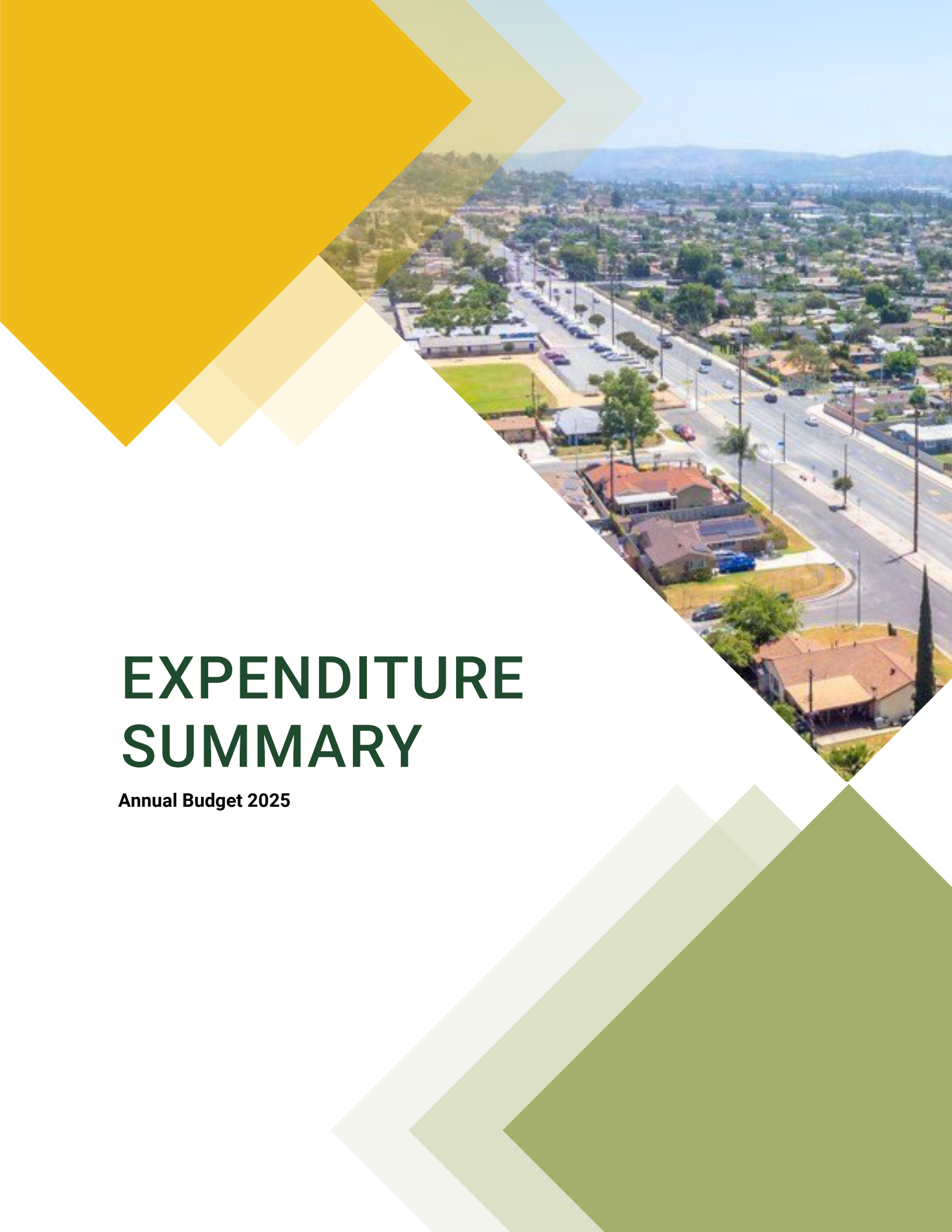
Account Number	Revenue Source	FY 22-23 Actuals	FY 23-24 Adopted Budget	FY 23-24 Estimated Actuals	FY 24-25 Adopted Budget	% Change From Prior Year Budget
<b>HSIP Grant Fund</b>						
230-45100	Federal Grant	\$ 3,900	\$ 706,000	\$ 706,000	\$ -	-100%
	<b>Total HSIP Grant</b>	<b>\$ 3,900</b>	<b>\$ 706,000</b>	<b>\$ 706,000</b>	<b>\$ -</b>	<b>-100%</b>
<b>Supplemental Law Enforcement Fund</b>						
240-45160	Citizen's Option for Public Safety	\$ 165,271	\$ 165,000	\$ 186,200	\$ 170,000	3%
	<b>Total Supplemental Law Enforcement</b>	<b>\$ 165,271</b>	<b>\$ 165,000</b>	<b>\$ 186,200</b>	<b>\$ 170,000</b>	<b>3%</b>
<b>JAG Grant Fund</b>						
245-45100	Federal Grant	\$ 22,371	\$ -	\$ 12,000	\$ -	0%
	<b>Total JAG Grant</b>	<b>\$ 22,371</b>	<b>\$ -</b>	<b>\$ 12,000</b>	<b>\$ -</b>	<b>0%</b>
<b>Office of Traffic Safety Fund</b>						
250-44100	Interest On Investments	\$ 178	\$ -	\$ -	\$ -	0%
	<b>Total Traffic Safety Fund</b>	<b>\$ 178</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>Community Development Block Grant Fund</b>						
260-46141	Program Income	\$ 216	\$ 600	\$ 50,000	\$ 600	0%
260-46150	CDBG Revenue	296,266	409,400	383,500	387,800	-5%
	<b>Total Community Development Block Grant</b>	<b>\$ 296,482</b>	<b>\$ 410,000</b>	<b>\$ 433,500</b>	<b>\$ 388,400</b>	<b>-5%</b>
<b>American Rescue Plan Act</b>						
263-46152	ARPA Revenue	\$ 7,449,493	\$ 572,500	\$ -	\$ -	-100%
	<b>Total American Rescue Plan Act</b>	<b>\$ 7,449,493</b>	<b>\$ 572,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-100%</b>
<b>Permanent Local Housing Fund (PLHA)</b>						
264-45110	State Grants	\$ -	\$ -	\$ -	\$ 300,000	0%
	<b>Total PLHA</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>0%</b>
<b>Cal Home Grant Fund</b>						
265-44100	Interest On Investments	\$ 6,133	\$ 2,000	\$ 4,000	\$ 4,000	100%
	<b>Total Cal Home Grant</b>	<b>\$ 6,133</b>	<b>\$ 2,000</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>100%</b>
<b>Air Quality Improvement District Fund</b>						
270-44100	Interest On Investments	\$ 1,279	\$ 1,000	\$ 1,000	\$ 1,000	0%
270-45010	Clean Transportation Grant	-	25,000	-	-	-100%
270-45170	AB 2766 Fees	62,801	51,000	52,300	51,000	0%
270-47150	Repair to Public Property	31,958	-	-	-	0%
	<b>Total Air Quality Improvement District</b>	<b>\$ 96,038</b>	<b>\$ 77,000</b>	<b>\$ 53,300</b>	<b>\$ 52,000</b>	<b>-32%</b>
<b>PEG Access Fund</b>						
275-41140	Franchise - Cable/Video	\$ 36,799	\$ 39,000	\$ 38,700	\$ 39,000	0%
275-44100	Interest On Investments	663	700	-	700	0%
	<b>Total PEG Access</b>	<b>\$ 37,462</b>	<b>\$ 39,700</b>	<b>\$ 38,700</b>	<b>\$ 39,700</b>	<b>0%</b>

## Revenue Details Fiscal Year 2024-2025

Account Number	Revenue Source	FY 22-23 Actuals	FY 23-24 Adopted Budget	FY 23-24 Estimated Actuals	FY 24-25 Adopted Budget	% Change From Prior Year Budget
<b>Miscellaneous Grant Fund</b>						
280-45110	State Grants	\$ 6,571,985	\$ 3,632,900	\$ 5,276,200	\$ 2,000,000	-45%
280-45130	Miscellaneous Grants	-	-	40,000	3,950,000	0%
	<b>Total Miscellaneous Grant</b>	<b>\$ 6,571,985</b>	<b>\$ 3,632,900</b>	<b>\$ 5,316,200</b>	<b>\$ 5,950,000</b>	<b>64%</b>
<b>Measure A Safe Parks Fund</b>						
283-45240	Measure A Allocations - M & S	\$ -	\$ 93,900	\$ 56,800	\$ 108,000	15%
283-45245	Measure A Allocations - CPIP	74,137	-	-	750,000	0%
	<b>Total Measure A Safe Parks Fund</b>	<b>\$ 74,137</b>	<b>\$ 93,900</b>	<b>\$ 56,800</b>	<b>\$ 858,000</b>	<b>814%</b>
<b>Measure W Fund</b>						
284-44100	Interest On Investments	\$ 2,961	\$ 500	\$ 2,000	\$ 2,000	300%
284-45215	Measure W Allocation	344,106	340,000	341,100	340,000	0%
	<b>Total Measure W</b>	<b>\$ 347,067</b>	<b>\$ 340,500</b>	<b>\$ 343,100</b>	<b>\$ 342,000</b>	<b>0%</b>
<b>Lighting &amp; Landscape Maint. Fund</b>						
285-41180	Property Tax	\$ 1,007,810	\$ 967,800	\$ 1,012,700	\$ 1,063,300	10%
285-41181	Property Tax Administration	(11,617)	(12,200)	12,700	(13,300)	9%
285-44100	Interest On Investments	6,742	4,000	6,000	6,100	53%
285-47150	Repair to Public Property	24,469	-	5,000	-	0%
285-48900	Miscellaneous	30,068	-	-	-	0%
	<b>Total Lighting &amp; Landscape Maint.</b>	<b>\$ 1,057,472</b>	<b>\$ 959,600</b>	<b>\$ 1,036,400</b>	<b>\$ 1,056,100</b>	<b>10%</b>
<b>Low-Mod Housing Asset Fund</b>						
290-44100	Interest On Investments	\$ 4,024	\$ 1,000	\$ 3,000	\$ 3,000	200%
290-49900	Transfers in from Other Funds	80,503	77,500	77,500	83,800	8%
	<b>Total Low-Mod Housing Asset Fund</b>	<b>\$ 84,527</b>	<b>\$ 78,500</b>	<b>\$ 80,500</b>	<b>\$ 86,800</b>	<b>11%</b>
	<b>Total Special Revenue Funds</b>	<b>\$ 21,661,589</b>	<b>\$ 12,604,200</b>	<b>\$ 13,566,800</b>	<b>\$ 14,719,200</b>	<b>17%</b>
<b>DEBT SERVICE FUNDS</b>						
<b>Citywide Debt Service Fund</b>						
300-49900	Transfers in from Other Funds	\$ 743,801	\$ 831,000	\$ 831,000	\$ 849,500	2%
	<b>Total Series Citywide Debt Service Fund</b>	<b>\$ 743,801</b>	<b>\$ 831,000</b>	<b>\$ 831,000</b>	<b>\$ 849,500</b>	<b>2%</b>
<b>Series 2019A Debt Service Fund</b>						
305-49900	Transfers in from Other Funds	\$ 262,838	\$ 261,800	\$ 261,800	\$ 260,600	0%
	<b>Total Series 2019A Debt Service Fund</b>	<b>\$ 262,838</b>	<b>\$ 261,800</b>	<b>\$ 261,800</b>	<b>\$ 260,600</b>	<b>0%</b>
<b>Series 2019B Debt Service Fund</b>						
310-49900	Transfers in from Other Funds	\$ 235,400	\$ 235,000	\$ 235,000	\$ 234,400	0%
	<b>Total Series 2019B Debt Service Fund</b>	<b>\$ 235,400</b>	<b>\$ 235,000</b>	<b>\$ 235,000</b>	<b>\$ 234,400</b>	<b>0%</b>
	<b>Total Debt Service Funds</b>	<b>\$ 1,242,039</b>	<b>\$ 1,327,800</b>	<b>\$ 1,327,800</b>	<b>\$ 1,344,500</b>	<b>1%</b>
<b>CAPITAL PROJECTS FUNDS</b>						
<b>Capital Projects Fund</b>						
400-44100	Interest On Investments	\$ 38	\$ -	\$ -	\$ -	0%
400-49900	Transfers in from Other Funds	580,030	53,300	53,300	53,300	0%
	<b>Total Capital Projects</b>	<b>\$ 580,068</b>	<b>\$ 53,300</b>	<b>\$ 53,300</b>	<b>\$ 53,300</b>	<b>0%</b>

## Revenue Details Fiscal Year 2024-2025

Account Number	Revenue Source	FY 22-23 Actuals	FY 23-24 Adopted Budget	FY 23-24 Estimated Actuals	FY 24-25 Adopted Budget	% Change From Prior Year Budget
<b>Series 2019A Capital Project Fund</b>						
405-44100	Interest On Investments	\$ 41	\$ -	\$ -	\$ -	0%
<b>Total Series 2019A Capital Project Fund</b>		<b>\$ 41</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>Series 2019B Capital Project Fund</b>						
410-44100	Interest On Investments	\$ 18	\$ -	\$ -	\$ -	0%
<b>Total Series 2019B Capital Project Fund</b>		<b>\$ 18</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>Total Capital Projects Funds</b>		<b>\$ 580,127</b>	<b>\$ 53,300</b>	<b>\$ 53,300</b>	<b>\$ 53,300</b>	<b>0%</b>
<b>PROPRIETARY FUNDS</b>						
<b>Sewer Construction/Maintenance Fund</b>						
500-44100	Interest On Investments	\$ 23,321	\$ 20,000	\$ 21,600	\$ 20,000	0%
500-47150	Repair to Public Property	-	1,000	8,000	1,000	0%
500-47400	Sewer Impact Fee	19,089	110,000	144,600	110,000	0%
500-47405	Sewer Maintenance Fee (178.22) CSMD	437,000	440,000	441,900	464,000	5%
500-47410	Sewer Maintenance Fee (178.51) Bond	893,126	896,000	898,500	943,400	5%
<b>Total Sewer Construction/Maint.</b>		<b>\$ 1,372,536</b>	<b>\$ 1,467,000</b>	<b>\$ 1,514,600</b>	<b>\$ 1,538,400</b>	<b>5%</b>
<b>Equipment Replacement Fund</b>						
550-44100	Interest On Investments	\$ 3,594	\$ 1,000	\$ 3,000	\$ 3,000	200%
550-47420	Sale of Real & Personal Property	(1,811)	-	-	-	0%
550-49150	Equipment Replacement Charge	167,000	192,500	192,500	262,000	36%
550-49900	Transfers in from Other Funds	126,697	-	120,800	-	0%
<b>Total Equipment Replacement</b>		<b>\$ 295,480</b>	<b>\$ 193,500</b>	<b>\$ 316,300</b>	<b>\$ 265,000</b>	<b>37%</b>
<b>Vehicle Maintenance &amp; Replacement Fund</b>						
555-44100	Interest On Investments	\$ 1,689	\$ 200	\$ 1,000	\$ 1,200	500%
555-47150	Repair to Public Property	3,300	-	-	-	0%
555-47420	Sale of Real & Personal Property	(3,840)	-	-	-	0%
555-49140	Vehicle/Equipment Replacement Charges	344,800	455,600	455,600	632,400	39%
555-49900	Transfers in from Other Funds	162,365	-	67,300	-	0%
<b>Total Vehicle Maintenance &amp; Replacement</b>		<b>\$ 508,314</b>	<b>\$ 455,800</b>	<b>\$ 523,900</b>	<b>\$ 633,600</b>	<b>39%</b>
<b>Total Proprietary Funds</b>		<b>\$ 2,176,330</b>	<b>\$ 2,116,300</b>	<b>\$ 2,354,800</b>	<b>\$ 2,437,000</b>	<b>15%</b>
<b>Successor Agency Fund</b>						
610-41180	Property Tax	\$ 664,442	\$ 661,500	\$ 661,500	\$ 697,000	5%
610-44100	Interest On Investments	4,737	100	4,000	4,000	3900%
<b>Total Successor Agency</b>		<b>\$ 669,179</b>	<b>\$ 661,600</b>	<b>\$ 665,500</b>	<b>\$ 701,000</b>	<b>6%</b>
<b>Total City</b>		<b>\$ 49,958,732</b>	<b>\$ 35,968,100</b>	<b>\$ 37,748,100</b>	<b>\$ 40,234,500</b>	<b>12%</b>



# EXPENDITURE SUMMARY

Annual Budget 2025



## Budgeted Expenditure by Type Fiscal Year 2024-2025

Acct. No.	Department	Personnel Services	Operating Expenditures	Capital Outlay	Capital Improvement	Debt Services	Transfer Out	Total
100-1100	City Council	\$ 199,100	\$ 106,300	\$ -	\$ -	\$ -	\$ -	\$ 305,400
100-1110	Administration	626,400	344,300	-	-	-	-	970,700
100-1120	City Clerk	235,000	142,400	-	-	-	-	377,400
100-1130	Financial Services	674,200	176,400	-	-	-	-	850,600
100-1135	Human Resources/Rsk Mgmt	57,700	492,200	-	-	-	849,500	1,399,400
100-1150	General Services	-	281,900	-	-	-	-	281,900
275-1125	Peg Access Channel	-	19,000	10,000	-	-	-	29,000
300-1135	Human Resources/Rsk Mgmt	-	-	-	-	849,500	-	849,500
550-6100	Information Technology	-	262,000	-	-	-	-	262,000
	<b>General Government</b>	<b>\$ 1,792,400</b>	<b>\$ 1,824,500</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ 849,500</b>	<b>\$ 849,500</b>	<b>\$ 5,325,900</b>
100-2100	Public Safety Services	\$ -	\$ 9,160,500	\$ -	\$ -	\$ -	\$ -	\$ 9,160,500
100-2110	Code Enforcement Svcs	1,018,500	449,200	-	-	-	-	1,467,700
100-2120	Emergency Preparedness	-	7,400	-	-	-	-	7,400
100-2130	Animal Control Services	300,500	132,900	-	-	-	-	433,400
240-2100	Public Safety Services	-	-	-	-	-	170,000	170,000
	<b>Public Safety</b>	<b>\$ 1,319,000</b>	<b>\$ 9,750,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 170,000</b>	<b>\$ 11,239,000</b>
100-3100	Public Works Services	\$ -	\$ 119,500	\$ -	\$ -	\$ -	\$ -	\$ 119,500
100-3110	Engineering Svcs	-	155,400	-	-	-	-	155,400
100-3300	Planning/Zoning Svcs	328,400	121,900	-	-	-	-	450,300
100-3310	Building & Safety Svcs	-	576,600	-	-	-	-	576,600
100-3320	Housing/Community Svcs	123,400	20,300	-	-	-	83,800	227,500
100-3325	Comm Outreach	550,700	65,700	-	-	-	-	616,400
100-3330	Parks	939,300	301,100	-	-	-	-	1,240,400
200-3120	Streets/Sidewalks	199,700	828,200	-	-	-	-	1,027,900
202-3120	Streets/Sidewalks	54,600	20,000	-	-	-	-	74,600
203-3120	Streets/Sidewalks	226,900	18,500	-	-	-	260,600	506,000
205-3120	Streets/Sidewalks	362,300	18,500	-	-	-	287,700	668,500
210-3130	Transportation	187,800	939,100	-	-	-	-	1,126,900
215-3130	Transportation	124,200	-	-	-	-	-	124,200
260-3320	Housing/Community Svcs	274,400	114,000	-	-	-	-	388,400
263-3320	Housing/Community Svcs	-	142,000	-	-	-	-	142,000
264-3320	Housing/Community Svcs	-	300,000	-	-	-	-	300,000
265-3320	Housing/Community Svcs	-	155,000	-	-	-	3,000	158,000
270-3100	Public Works Services	100	-	-	-	-	-	100
280-3300	Planning/Zoning Svcs	-	2,000,000	-	-	-	-	2,000,000
283-3330	Parks	80,700	27,200	-	-	-	-	107,900
284-3100	Public Works Services	-	104,400	-	-	-	-	104,400
285-3330	Parks	102,200	949,100	-	-	-	-	1,051,300
305-3120	Streets/Sidewalks	-	-	-	-	260,600	-	260,600
310-3120	Streets/Sidewalks	-	-	-	-	234,400	-	234,400
400-3120	Streets/Sidewalks	-	-	-	-	53,300	-	53,300
555-3150	Vehicle Mtce & Replacement	-	835,400	25,000	-	10,000	-	870,400
	<b>Development Services</b>	<b>\$ 3,554,700</b>	<b>\$ 7,811,900</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ 558,300</b>	<b>\$ 635,100</b>	<b>\$ 12,585,000</b>

## Budgeted Expenditure by Type Fiscal Year 2024-2025

Acct. No.	Department	Personnel Services	Operating Expenditures	Capital Outlay	Capital Improvement	Debt Services	Transfer Out	Total
500-3210	Sewer Maintenance	\$ -	\$ 390,800	\$ -	\$ -	\$ 577,500	\$ 281,500	\$ 1,249,800
	<b>Sewer</b>	<b>\$ -</b>	<b>\$ 390,800</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 577,500</b>	<b>\$ 281,500</b>	<b>\$ 1,249,800</b>
100-4100	Recreation Services	\$ 1,051,800	\$ 192,500	\$ -	\$ -	\$ -	\$ -	\$ 1,244,300
100-4110	Youth Learning Activity Services	391,800	107,800	-	-	-	-	499,600
100-4130	Senior Services	102,600	77,300	-	-	-	-	179,900
100-4140	Community Promotions	-	332,100	-	-	-	-	332,100
	<b>Community Services</b>	<b>\$ 1,546,200</b>	<b>\$ 709,700</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,255,900</b>
610-5100	Rpttf	\$ -	\$ 4,100	\$ -	\$ -	\$ 617,400	\$ 434,200	\$ 1,055,700
	<b>Successor Agency</b>	<b>\$ -</b>	<b>\$ 4,100</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 617,400</b>	<b>\$ 434,200</b>	<b>\$ 1,055,700</b>
	Capital Improvement Projects	\$ -	\$ -	\$ -	\$ 7,222,800	\$ -	\$ -	\$ 7,222,800
	<b>Capital Improvements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,222,800</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,222,800</b>
<b>Total</b>		<b>\$ 8,212,300</b>	<b>\$ 20,491,000</b>	<b>\$ 35,000</b>	<b>\$ 7,222,800</b>	<b>\$ 2,602,700</b>	<b>\$ 2,370,300</b>	<b>\$ 40,934,100</b>



## Budgeted Expenditure by Fund Fiscal Year 2024-2025

Dept	Fund	Description	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>GENERAL FUND</b>							
1100	100	City Council	\$ 248,730	\$ 291,500	\$ 268,700	\$ 305,400	5%
1110	100	Administration	927,428	864,600	974,200	970,700	12%
1120	100	City Clerk	360,285	292,000	263,300	377,400	29%
1130	100	Financial Services	757,626	743,400	807,300	850,600	14%
1135	100	Human Resources/Rsk Mgmt	1,652,655	1,669,500	1,633,900	1,399,400	-16%
1150	100	General Services	241,928	244,100	434,700	281,900	15%
2100	100	Public Safety Services	8,076,773	9,786,400	8,852,200	9,160,500	-6%
2110	100	Code Enforcement Svcs	1,220,771	1,394,800	1,497,100	1,467,700	5%
2120	100	Emergency Preparedness	2,405	7,400	3,400	7,400	0%
2130	100	Animal Control Services	355,326	503,500	444,000	433,400	-14%
3100	100	Public Works Services	182,383	96,900	137,700	119,500	23%
3110	100	Engineering Svcs	168,194	136,800	151,100	155,400	14%
3300	100	Planning/Zoning Svcs	969,159	465,800	489,100	450,300	-3%
3310	100	Building & Safety Svcs	574,993	393,500	532,400	576,600	47%
3320	100	Housing/Community Svcs	119,911	356,000	356,300	227,500	-36%
3325	100	Comm Outreach	126,135	1,159,700	947,200	616,400	-47%
3330	100	Parks	1,080,213	905,600	921,500	1,240,400	37%
4100	100	Recreation Services	994,275	1,236,800	971,400	1,244,300	1%
4110	100	Youth Learning Activity Services	476,365	449,800	460,400	499,600	11%
4130	100	Senior Services	157,201	171,900	157,600	179,900	5%
4140	100	Community Promotions	275,444	793,600	641,100	332,100	-58%
<b>Total General Fund</b>			<b>\$ 18,968,200</b>	<b>\$ 21,963,600</b>	<b>\$ 20,944,600</b>	<b>\$ 20,896,400</b>	<b>-5%</b>
<b>GAS TAX FUND</b>							
3120	200	Streets/Sidewalks	\$ 1,130,501	\$ 1,074,700	\$ 1,038,900	\$ 1,027,900	-4%
<b>Total State Gas Tax Fund</b>			<b>\$ 1,130,501</b>	<b>\$ 1,074,700</b>	<b>\$ 1,038,900</b>	<b>\$ 1,027,900</b>	<b>-4%</b>
<b>RMRA (SB 1)</b>							
3120	202	Streets/Sidewalks	\$ 23,266	\$ 27,000	\$ 24,900	\$ 74,600	176%
<b>Total RMRA (SB 1) Fund</b>			<b>\$ 23,266</b>	<b>\$ 27,000</b>	<b>\$ 24,900</b>	<b>\$ 74,600</b>	<b>176%</b>
<b>MEASURE M FUND</b>							
3120	203	Streets/Sidewalks	\$ 418,225	\$ 443,500	\$ 426,200	\$ 506,000	14%
<b>Total Measure M Fund</b>			<b>\$ 418,225</b>	<b>\$ 443,500</b>	<b>\$ 426,200</b>	<b>\$ 506,000</b>	<b>14%</b>
<b>MEASURE R FUND</b>							
3120	205	Streets/Sidewalks	\$ 429,801	\$ 487,700	\$ 437,700	\$ 668,500	37%
<b>Total Measure R Fund</b>			<b>\$ 429,801</b>	<b>\$ 487,700</b>	<b>\$ 437,700</b>	<b>\$ 668,500</b>	<b>37%</b>
<b>PROP A FUND</b>							
3130	210	Transportation	\$ 1,043,832	\$ 1,071,500	\$ 1,054,600	\$ 1,126,900	5%
<b>Total Proposition A Fund</b>			<b>\$ 1,043,832</b>	<b>\$ 1,071,500</b>	<b>\$ 1,054,600</b>	<b>\$ 1,126,900</b>	<b>5%</b>
<b>PROP C FUND</b>							
3130	215	Transportation	\$ 47,116	\$ 119,900	\$ 88,100	\$ 124,200	4%
<b>Total Proposition C Fund</b>			<b>\$ 47,116</b>	<b>\$ 119,900</b>	<b>\$ 88,100</b>	<b>\$ 124,200</b>	<b>4%</b>

## Budgeted Expenditure by Fund Fiscal Year 2024-2025

Dept	Fund	Description	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>SUPPLEMENTAL LAW ENFORCEMENT FUND</b>							
2100	240	Public Safety Services	\$ 165,271	\$ 165,000	\$ 186,200	\$ 170,000	3%
<b>Total Supplemental Law Enforcement Fund</b>			<b>\$ 165,271</b>	<b>\$ 165,000</b>	<b>\$ 186,200</b>	<b>\$ 170,000</b>	<b>3%</b>
<b>JAG GRANT FUND</b>							
2100	245	Public Safety Services	\$ 10,824	\$ -	\$ 12,000	\$ -	0%
<b>Total JAG Grant Fund</b>			<b>\$ 10,824</b>	<b>\$ -</b>	<b>\$ 12,000</b>	<b>\$ -</b>	<b>0%</b>
<b>CDBG PROGRAM FUND</b>							
3320	260	Housing/Community Svcs	\$ 296,481	\$ 410,000	\$ 433,500	\$ 388,400	-5%
<b>Total CDBG Program Fund</b>			<b>\$ 296,481</b>	<b>\$ 410,000</b>	<b>\$ 433,500</b>	<b>\$ 388,400</b>	<b>-5%</b>
<b>AMERICAN RESCUE PLAN ACT FUND</b>							
3320	263	Housing/Community Svcs	\$ 6,900,920	\$ 306,300	\$ 164,300	\$ 142,000	-54%
<b>Total ARPA Fund</b>			<b>\$ 6,900,920</b>	<b>\$ 306,300</b>	<b>\$ 164,300</b>	<b>\$ 142,000</b>	<b>-54%</b>
<b>Permanent Local Housing (PLHA)</b>							
3320	264	Housing/Community Svcs	\$ -	\$ -	\$ -	\$ 300,000	0%
<b>Total ARPA Fund</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>0%</b>
<b>CAL HOME GRANT FUND</b>							
3320	265	Housing/Community Svcs	\$ 3,385	\$ 160,000	\$ 188,000	\$ 158,000	-1%
<b>Total Cal Home Loan Fund</b>			<b>\$ 3,385</b>	<b>\$ 160,000</b>	<b>\$ 188,000</b>	<b>\$ 158,000</b>	<b>-1%</b>
<b>AIR QUALITY IMPROVEMENT FUND</b>							
3100	270	Public Works Services	\$ 123	\$ 148,900	\$ 148,900	\$ 100	-100%
<b>Total Air Quality Improvement Fund</b>			<b>\$ 123</b>	<b>\$ 148,900</b>	<b>\$ 148,900</b>	<b>\$ 100</b>	<b>-100%</b>
<b>PEG ACCESS FUND</b>							
1125	275	Peg Access Channel	\$ 19,942	\$ 29,000	\$ 20,300	\$ 29,000	0%
<b>Total Peg Access Fund</b>			<b>\$ 19,942</b>	<b>\$ 29,000</b>	<b>\$ 20,300</b>	<b>\$ 29,000</b>	<b>0%</b>
<b>MISCELLANEOUS GRANTS FUND</b>							
3300	280	Planning/Zoning Svcs	\$ 731,619	\$ 3,300,000	\$ 3,300,000	\$ 2,000,000	-39%
<b>Total Miscellaneous Grant Fund</b>			<b>\$ 731,619</b>	<b>\$ 3,300,000</b>	<b>\$ 3,300,000</b>	<b>\$ 2,000,000</b>	<b>-39%</b>
<b>MEASURE A SAFE PARKS FUND</b>							
3330	283	Parks	\$ 28,146	\$ 93,900	\$ 56,800	\$ 107,900	15%
<b>Total Measure A Safe Parks Fund</b>			<b>\$ 28,146</b>	<b>\$ 93,900</b>	<b>\$ 56,800</b>	<b>\$ 107,900</b>	<b>15%</b>
<b>MEASURE W</b>							
3100	284	Public Works Services	\$ 66,816	\$ 95,200	\$ 95,200	\$ 104,400	10%
<b>Total Measure W Fund</b>			<b>\$ 66,816</b>	<b>\$ 95,200</b>	<b>\$ 95,200</b>	<b>\$ 104,400</b>	<b>10%</b>

## Budgeted Expenditure by Fund Fiscal Year 2024-2025

Dept	Fund	Description	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>LIGHTING &amp; LANDSCAPE MAINTENANCE</b>							
3330	285	Parks	\$ 985,710	\$ 1,028,400	\$ 1,014,100	\$ 1,051,300	2%
		<b>Total Lighting &amp; Landscaping Fund</b>	<b>\$ 985,710</b>	<b>\$ 1,028,400</b>	<b>\$ 1,014,100</b>	<b>\$ 1,051,300</b>	<b>2%</b>
<b>CITYWIDE DEBT SERVICE</b>							
1135	300	Human Resources/Rsk Mgmt	\$ 743,801	\$ 831,000	\$ 831,000	\$ 849,500	2%
		<b>Total Citywide Debt Service Fund</b>	<b>\$ 743,801</b>	<b>\$ 831,000</b>	<b>\$ 831,000</b>	<b>\$ 849,500</b>	<b>2%</b>
<b>2019A - DEBT SERVICE FUND</b>							
3120	305	Streets/Sidewalks	\$ 262,838	\$ 261,800	\$ 261,800	\$ 260,600	0%
		<b>Total Series 2019A Debt Service Fund</b>	<b>\$ 262,838</b>	<b>\$ 261,800</b>	<b>\$ 261,800</b>	<b>\$ 260,600</b>	<b>0%</b>
<b>2019B - DEBT SERVICE FUND</b>							
3120	310	Streets/Sidewalks	\$ 235,400	\$ 235,000	\$ 235,000	\$ 234,400	0%
		<b>Total Series 2019B Debt Service Fund</b>	<b>\$ 235,400</b>	<b>\$ 235,000</b>	<b>\$ 235,000</b>	<b>\$ 234,400</b>	<b>0%</b>
<b>CAPITAL PROJECTS FUND</b>							
3120	400	Streets/Sidewalks	\$ 68,669	\$ 53,300	\$ 53,300	\$ 53,300	0%
		<b>Total Capital Projects Fund</b>	<b>\$ 68,669</b>	<b>\$ 53,300</b>	<b>\$ 53,300</b>	<b>\$ 53,300</b>	<b>0%</b>
<b>SEWER CONSTRUCTION/MAINTENANCE FUND</b>							
3210	500	Sewer Maintenance	\$ 1,010,037	\$ 1,232,900	\$ 1,156,700	\$ 1,249,800	1%
		<b>Total Sewer Construction/Mtce Fund</b>	<b>\$ 1,010,037</b>	<b>\$ 1,232,900</b>	<b>\$ 1,156,700</b>	<b>\$ 1,249,800</b>	<b>1%</b>
<b>EQUIPMENT REPLACEMENT FUND</b>							
6100	550	Information Technology	\$ 277,570	\$ 285,000	\$ 362,500	\$ 262,000	-8%
		<b>Total Equipment Replacement Fund</b>	<b>\$ 277,570</b>	<b>\$ 285,000</b>	<b>\$ 362,500</b>	<b>\$ 262,000</b>	<b>-8%</b>
<b>VEHICLE MAINTENANCE &amp; REPLACEMENT FUND</b>							
3150	555	Vehicle Mtce & Replacement	\$ 474,465	\$ 487,700	\$ 741,400	\$ 870,400	78%
		<b>Total Vehicle Maintenance &amp; Replacement Fund</b>	<b>\$ 474,465</b>	<b>\$ 487,700</b>	<b>\$ 741,400</b>	<b>\$ 870,400</b>	<b>78%</b>
<b>SUCCESSOR AGENCY FUND</b>							
5100	610	RPTTF	\$ 530,098	\$ 1,035,100	\$ 1,034,000	\$ 1,055,700	2%
		<b>Total Successor Agency Fund</b>	<b>\$ 530,098</b>	<b>\$ 1,035,100</b>	<b>\$ 1,034,000</b>	<b>\$ 1,055,700</b>	<b>2%</b>
<b>CAPITAL IMPROVEMENTS</b>							
	100	General Fund	\$ 380,399	\$ 1,160,200	\$ 370,000	\$ 1,137,800	-2%
	200	Gas Tax Fund	-	20,000	-	10,000	-50%
	202	Rmra (Sb 1)	6,560	2,968,000	2,849,600	650,000	-78%
	203	Measure M Fund	196,951	922,300	1,209,700	25,000	-97%
	205	Measure R Fund	347,607	404,300	504,200	-	-100%
	210	Prop A Fund	421,464	-	-	-	0%
	215	Prop C Fund	118,900	1,052,900	1,522,700	200,000	-81%
	220	Sb821 (Tda) Fund	-	-	98,500	-	0%
	230	Hsip Grant Fund	4,105	706,000	706,000	-	-100%
	263	American Rescue Plan Act Fund	242,271	-	-	-	0%

## Budgeted Expenditure by Fund Fiscal Year 2024-2025

Dept	Fund	Description	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
280		Miscellaneous Grants Fund	3,406,740	332,900	109,800	3,950,000	1087%
283		Measure A Safe Parks Fund	-	-	-	750,000	0%
284		Measure W	-	-	75,000	500,000	0%
400		Capital Projects Fund	1,752,277	-	31,200	-	0%
405		2019A Capital Project Fund	142,270	683,000	668,600	-	-100%
410		2019B Capital Project Fund	142,270	233,200	218,800	-	-100%
		<b>Total Capital Improvements</b>	<b>\$ 7,161,814</b>	<b>\$ 8,482,800</b>	<b>\$ 8,364,100</b>	<b>\$ 7,222,800</b>	<b>-15%</b>
<b>GRAND TOTAL</b>			<b>\$ 42,034,870</b>	<b>\$ 43,829,200</b>	<b>\$ 42,674,100</b>	<b>\$ 40,934,100</b>	<b>-7%</b>



# GANN APPROPRIATIONS LIMIT

**Annual Budget 2025**



**Gann Appropriations Limit  
Fiscal Year 2024-2025**

FY 2023-2024	Appropriations Limit, as adjusted		\$	121,752,100
	Change in state Per Capita Income (cost of living factor)	%		3.6200
	Change in County of Los Angeles population	%		0.005
	Calculation of factor	(1.0362 x 100.005)	=	1.0363

<b>FY</b>				
<b>2024-2025</b>	<b>Appropriations Limit</b>	=	\$	126,171,702
FY 2024-2025	Proceed of Taxes		\$	17,612,100
FY 2024-2025	Amount Under Appropriations Limit		\$	108,559,602

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 the California Department of Finance, LA County Assessor’s Office and HdL Coren & Cone.

**Change in Population Growth ( Dept. of Finance)**

City of La Puente	-0.190%
County of Los Angeles	0.005%
Change in State’s Per Capita Income	3.620%
Change in City’s new construction nonresidential assessed valuation	2.730%

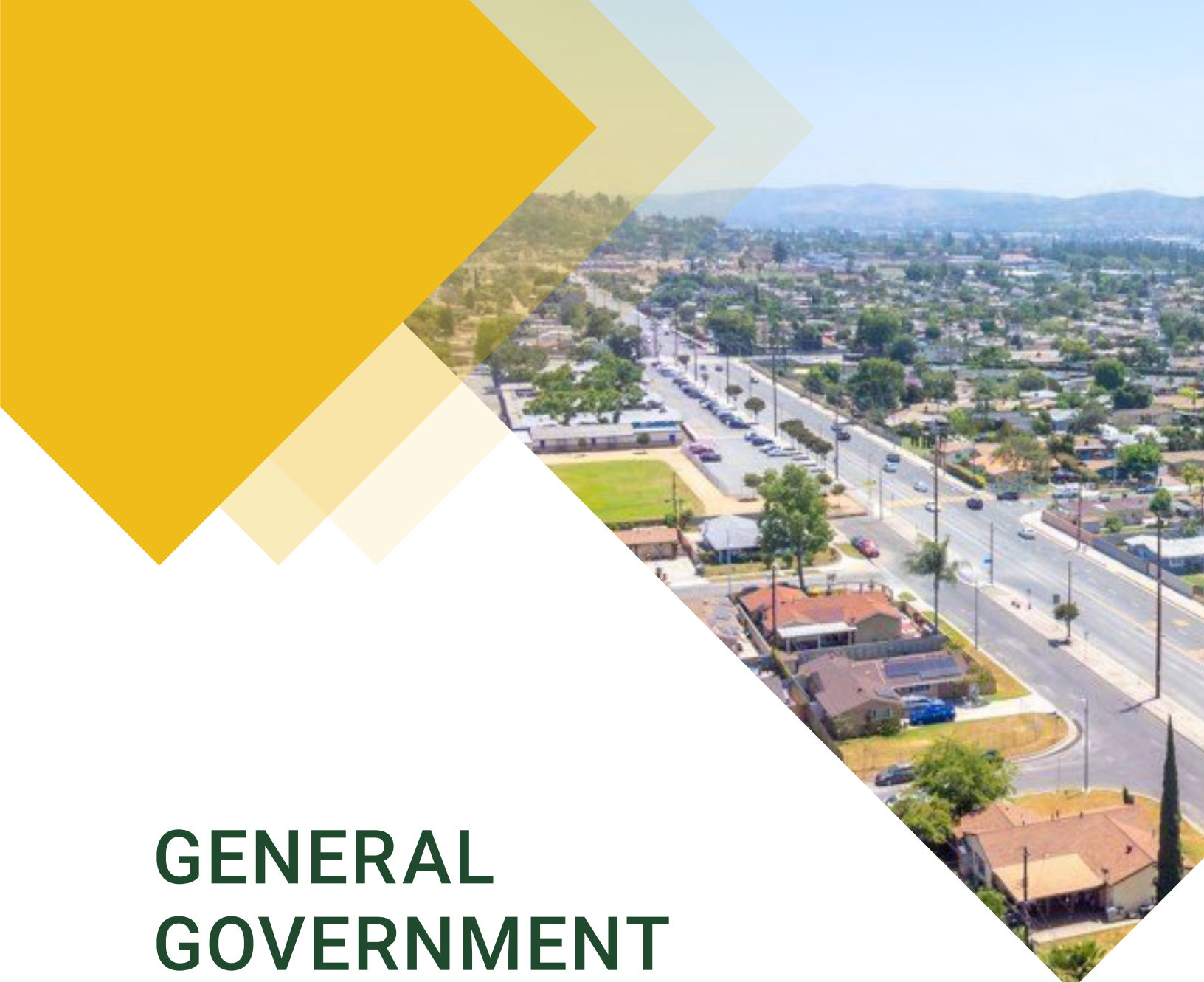
## Proceeds of Taxes Fiscal Year 2024-2025

<b>Proceeds of Taxes</b>	<b>Budget</b>
Sales & Use Tax	\$ 7,182,800
Franchise Tax	1,305,300
Transient Occupancy Tax	280,000
Property Transfer Tax	60,000
Business License Tax	92,000
Property Tax	8,494,600
Landscape Maintenance	10,000
Interest Earnings on Tax Proceeds	187,400
<b>Total Proceeds of Taxes</b>	<b>\$ 17,612,100</b>

### Calculation of Interest Earnings:

Total Proceed of Taxes w/o interest earnings	17,424,700
Total Revenues	39,533,500
Less: Total Interest	425,100
	<b>39,108,400</b>
Tax Proceeds as % of Budget	44.08%
Total Interest Earnings	425,100
<b>Interest Earned from Taxes</b>	<b>\$ 187,400</b>





# GENERAL GOVERNMENT

**Annual Budget 2025**



**Annual Budget 2025**

# City Council

## Summary

The City Council strives to make policies that will achieve the goals and objectives that reflect 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 the budget process is determining what the community needs and setting the goals to meet those needs through the budget process.

## FY 2023-2024 Accomplishments

- ★ Secured additional grants from state agencies for park capital improvements and youth workforce development.
- ★ Presided over the Grand Opening of the renovated La Puente Park.
- ★ Implemented programs providing resources to local businesses, nonprofit organizations and youth sports teams.

## FY 2024-2025 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 oversee the conclusion of activities related to 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.

<b>Authorized Positions</b>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Adopted Budget 2024-25</b>
Council Members	5.00	5.00	5.00
<b>Total FTE</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>

City Council

100-1100

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 172,882	\$ 187,300	\$ 180,600	\$ 199,100	6%
Operating Expenditures	75,848	104,200	88,100	106,300	2%
<b>TOTAL</b>	<b>\$ 248,730</b>	<b>\$ 291,500</b>	<b>\$ 268,700</b>	<b>\$ 305,400</b>	<b>5%</b>
<b>FUNDING SOURCES</b>					
100 - General Fund	\$ 248,730	\$ 291,500	\$ 268,700	\$ 305,400	5%

**ACCOUNT NUMBER EXPLANATION**

51111	Salaries - Full Time	Stipends for City Council Members
51211	Retirement	City and Council Member's share of CalPERS retirement
51212	FICA/Medicare	Medicare benefits for Council Members
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
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	MIS/Equipment Charges	Allocated information technology and equipment charges

## Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full Time	51111	\$ 32,160	\$ 32,200	\$ 32,200	\$ 32,200
Retirement	51211	6,111	5,600	3,800	5,700
FICA/Medicare	51212	1,223	500	1,200	500
Other Health - DOC	51311	3,566	10,000	5,700	10,000
Disability Insurance	51312	96	600	100	600
Life Insurance	51313	900	1,100	900	1,100
Health Insurance	51314	83,250	91,700	91,100	103,400
Auto Allowance	51316	27,576	18,000	18,000	18,000
Telecommunication Allowance	51317	18,000	27,600	27,600	27,600
<b>Total Personnel Services</b>		<b>\$ 172,882</b>	<b>\$ 187,300</b>	<b>\$ 180,600</b>	<b>\$ 199,100</b>
<b>Operating Expenditures</b>					
Small Tools & Equipment	53012	\$ -	\$ 600	\$ 200	\$ 500
Contract Services - Private	53111	30,000	30,000	30,000	30,000
Dues & Memberships	53971	35,061	41,900	38,400	43,000
Conferences & Meetings	53972	4,491	22,500	12,600	22,500
Special Departmental	53976	2,096	4,300	2,000	4,000
MIS/Equipment Charges	53996	4,200	4,900	4,900	6,300
<b>Total Operating Expenditures</b>		<b>\$ 75,848</b>	<b>\$ 104,200</b>	<b>\$ 88,100</b>	<b>\$ 106,300</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 248,730</b>	<b>\$ 291,500</b>	<b>\$ 268,700</b>	<b>\$ 305,400</b>



# 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 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 2023-2024 Accomplishments

- ★ Developed and implemented crime reduction strategies.
- ★ Formed strategic partnerships with neighboring government entities and business communities.
- ★ Provided executive administration for all aspects of municipal government.
- ★ Oversaw operation and expansion of the La Puente Community Foundation.

## FY 2024-2025 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.
- ▶ Encourage reductions in crime through management of the contract with the Los Angeles Sheriff’s Dept.

<b>Authorized Positions</b>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Adopted Budget 2024-25</b>
City Manager	0.97	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	0.50	0.50	0.50
Information Technology Technician	0.00	0.00	0.50
<b>Total FTE</b>	<b>3.07</b>	<b>3.07</b>	<b>3.57</b>

City Manager's Office

100-1110

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 563,403	\$ 562,600	\$ 551,700	\$ 626,400	11%
Operating Expenditures	364,025	302,000	422,500	344,300	14%
<b>TOTAL</b>	<b>\$ 927,428</b>	<b>\$ 864,600</b>	<b>\$ 974,200</b>	<b>\$ 970,700</b>	<b>12%</b>

<b>FUNDING SOURCES</b>					
100 - General Fund	\$ 927,428	\$ 864,600	\$ 974,200	\$ 970,700	12%

**ACCOUNT NUMBER EXPLANATION**

51111	Salaries - Full Time	Salaries for City Manager (97%), Management Analyst (50%) , Management Assistant (60%), Community Engagement Supervisor (50%), Communications/IT Analyst (50%), and IT Technician (50%)
51112	Salaries - Part Time	Salaries of Part-Time Staff
51117	Overtime	Overtime pay for employees
51118	Leave Conversion Incentives	Conversion of earned leave
51211	Retirement	City share of CalPERS retirement for department employees
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 Comp Match	Deferred compensation contribution for City Manager
53011	Operating Supplies	Office supplies for the City Manager's office
53114	Legal Services - General	City Attorney fees for general counsel services
53118	Legal Fees - Litigation	Legal services for litigation
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	MIS/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated vehicle charges



## City Manager's Office

100-1110

## Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full Time	51111	\$ 412,569	\$ 418,000	\$ 418,900	\$ 464,800
Salaries - Part Time	51112	5,466	-	-	-
Overtime	51117	4,564	-	-	-
Leave Conversion Incentives	51118	27,438	8,000	15,500	8,000
Retirement	51211	50,045	56,400	43,000	63,900
FICA/Medicare	51212	6,660	6,100	9,200	6,800
Other Health - DOC	51311	2,190	6,200	4,400	7,200
Disability Insurance	51312	3,737	7,000	3,700	7,800
Life Insurance	51313	915	700	900	800
Health Insurance	51314	48,019	54,400	54,300	61,300
Telecommunication Allowance	51317	1,800	1,800	1,800	1,800
Deferred Comp Match	51318	-	4,000	-	4,000
<b>Total Personnel Services</b>		<b>\$ 563,403</b>	<b>\$ 562,600</b>	<b>\$ 551,700</b>	<b>\$ 626,400</b>
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 399	\$ 1,000	\$ 500	\$ 1,000
Legal Services - General	53114	341,078	275,000	397,500	313,000
Legal Fees - Litigation	53118	-	1,500	-	1,500
Dues & Memberships	53971	55	200	400	300
Conferences & Meetings	53972	4,531	5,000	5,600	6,000
Special Departmental	53976	562	2,000	1,200	2,000
MIS/Equipment Charges	53996	8,100	9,400	9,400	12,400
Vehicle Charges	53997	9,300	7,900	7,900	8,100
<b>Total Operating Expenditures</b>		<b>\$ 364,025</b>	<b>\$ 302,000</b>	<b>\$ 422,500</b>	<b>\$ 344,300</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 927,428</b>	<b>\$ 864,600</b>	<b>\$ 974,200</b>	<b>\$ 970,700</b>



# City Clerk

## Summary

The mission of the City Clerk’s office is to provide extraordinary service to the public, City staff and the City Council. Duties of the City Clerk include preparation and posting of meeting agendas and notices; recording the legislative actions of the City Council and City Commissions; and preparing resolutions, ordinances and contracts. The City Clerk maintains records of all City Council activities, property, contracts, resolutions, ordinances and minutes and ensures compliance with the City’s records retention policies. The City Clerk administers municipal elections in accordance with State and local requirements; 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 2023-2024 Accomplishments

- ★ Processed and responded to approximately 274 Public Records Act requests with an average of 4.5 days to fulfill each request
- ★ Prepared agendas and minutes for 27 regular and special City Council meetings
- ★ Prepared approximately 132 certificates recognizing local businesses, organizations, students, and community members for their achievements and contributions to the City
- ★ Prepared, cataloged, and archived approximately 92 resolutions, ordinances, contracts, and bids/RFPs

## FY 2024-2025 Goals

- ▶ Effectively and efficiently administer the November 5, 2024, General Municipal election (consolidated with Los Angeles County)
- ▶ Continue to provide transparent access to the City’s official records and legislative documents
- ▶ Continue the conversion and indexing of paper documents to a digital format document management system

## Significant Changes

- ★ Operating Expenditures will increase due to the November 2024 election taking place in FY 2024-2025

Authorized Positions	Actual 2022-23	Actual 2023-24	Adopted Budget 2024-25
City Clerk	1.00	1.00	1.00
Management Assistant	0.40	0.40	0.40
Office Specialist (Part Time)	1.00	0.50	0.50
<b>Total FTE</b>	<b>2.40</b>	<b>1.90</b>	<b>1.90</b>

City Clerk

100-1120

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 231,944	\$ 215,700	\$ 206,300	\$ 235,000	9%
Operating Expenditures	128,341	76,300	57,000	142,400	87%
<b>TOTAL</b>	<b>\$ 360,285</b>	<b>\$ 292,000</b>	<b>\$ 263,300</b>	<b>\$ 377,400</b>	<b>29%</b>

<b>FUNDING SOURCES</b>					
100 - General Fund	\$ 360,285	\$ 292,000	\$ 263,300	\$ 377,400	29%

**ACCOUNT NUMBER EXPLANATION**

51111	Salaries - Full Time	Salaries for City Clerk (100%) and Management Assistant (40%)
51112	Salaries - Part Time	Salaries of Part-Time Staff
51118	Leave Conversion Incentives	Conversion of earned leave
51211	Retirement	City share of CalPERS retirement for department employees
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 & Mailing Services	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	MIS/Equipment Charges	Allocated information technology and equipment charges

City Clerk

100-1120

## Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full Time	51111	\$ 143,759	\$ 140,700	\$ 143,700	\$ 152,700
Salaries - Part Time	51112	25,241	21,200	13,700	23,400
Leave Conversion Incentives	51118	16,604	-	-	-
Retirement	51211	17,556	14,300	14,200	15,500
FICA/Medicare	51212	2,692	2,400	2,300	2,600
Other Health - DOC	51311	999	2,800	1,600	2,800
Disability Insurance	51312	1,184	2,400	1,300	2,600
Life Insurance	51313	226	300	200	300
Health Insurance	51314	23,683	31,600	29,300	35,100
<b>Total Personnel Services</b>		<b>\$ 231,944</b>	<b>\$ 215,700</b>	<b>\$ 206,300</b>	<b>\$ 235,000</b>
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 3,491	\$ 3,000	\$ 500	\$ 3,000
Contract Services - Private	53111	28,822	25,000	27,000	25,000
Contract Services - Election	53115	67,868	5,000	2,000	75,000
Postage & Mailing Services	53211	55	200	100	200
Printing & Publishing	53411	3,998	5,000	100	5,000
Municipal Code Publishing	53412	1,665	5,000	1,000	5,000
Dues & Memberships	53971	1,670	1,200	500	1,200
Conferences & Meetings	53972	579	4,000	-	4,000
Special Departmental	53976	2,393	2,500	400	2,500
MIS/Equipment Charges	53996	17,800	25,400	25,400	21,500
<b>Total Operating Expenditures</b>		<b>\$ 128,341</b>	<b>\$ 76,300</b>	<b>\$ 57,000</b>	<b>\$ 142,400</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 360,285</b>	<b>\$ 292,000</b>	<b>\$ 263,300</b>	<b>\$ 377,400</b>





# 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 2024-2025 Goals

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

**PEG Access Cable Fund** 275-1125

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ 17,638	\$ 19,000	\$ 16,300	\$ 19,000	0%
Capital Outlay	2,304	10,000	4,000	10,000	0%
<b>TOTAL</b>	<b>\$ 19,942</b>	<b>\$ 29,000</b>	<b>\$ 20,300</b>	<b>\$ 29,000</b>	<b>0%</b>
<b>FUNDING SOURCES</b>					
275 - PEG Access Cable Fund	\$ 19,942	\$ 29,000	\$ 20,300	\$ 29,000	0%

**ACCOUNT NUMBER EXPLANATION**

53111	Contract Services - Private	Contract with Granicus
54585	Furniture/Office Equipment	Equipment upgrade for Council Chambers



## PEG Access Cable Fund

275-1125

**Expenditure Breakdown**

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Operating Expenditures</b>					
Contract Services - Private	53111	\$ 17,638	\$ 19,000	\$ 16,300	\$ 19,000
<b>Total Operating Expenditures</b>		<b>\$ 17,638</b>	<b>\$ 19,000</b>	<b>\$ 16,300</b>	<b>\$ 19,000</b>
<b>Capital Outlay</b>					
Furniture/Office Equipment	54585	\$ 2,304	\$ 10,000	\$ 4,000	\$ 10,000
<b>Total Capital Outlay</b>		<b>\$ 2,304</b>	<b>\$ 10,000</b>	<b>\$ 4,000</b>	<b>\$ 10,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 19,942</b>	<b>\$ 29,000</b>	<b>\$ 20,300</b>	<b>\$ 29,000</b>





# ADMINISTRATIVE SERVICES

Annual Budget 2025



# 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 information technology, cashiering, accounts payable, payroll, business license, customer service, and revenue.

## FY 2023-2024 Accomplishments

- ★ Conducted and prepared for adoption a User Fee Study & Cost Allocation plan, adjusting fees across all departments and resulting in more effective cost recovery for services.
- ★ Received the the Government Finance Officers Association (GFOA) awards for Annual Comprehensive Financial Report (ACFR), Annual Budget and CIP, and Popular Annual Financial Report (PAFR).
- ★ Coordinated the successful completion of multiple audits, including independent financial statement audit, Single Audit, Measure W audit, Metro (MTA) audit, and numerous smaller monitoring engagements.

## FY 2024-2025 Goals

- ▶ Continued administration and reporting of various state and federal grants.
- ▶ Addition of Information Technology (IT) Technician position (1 FTE split between Financial Services and City Manager’s Office) to provide more complete and timely service to internal customers using agency networks, applications, and hardware.

Authorized Positions	Actual 2022-23	Actual 2023-24	Adopted Budget 2024-25
Director of Administrative Services	0.90	0.90	0.90
Finance Manager	0.65	0.65	0.65
Accounting Technician II	0.65	0.65	0.65
Accounting Assistant	1.36	1.36	1.16
Communication/IT Analyst	0.50	0.50	0.50
Information Technology Technician	0.00	0.00	0.50
<b>Total FTE</b>	<b>4.06</b>	<b>4.06</b>	<b>4.36</b>

Financial Services

100-1130

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 608,775	\$ 630,800	\$ 650,900	\$ 674,200	7%
Operating Expenditures	148,851	112,600	156,400	176,400	57%
<b>TOTAL</b>	<b>\$ 757,626</b>	<b>\$ 743,400</b>	<b>\$ 807,300</b>	<b>\$ 850,600</b>	<b>14%</b>
<b>FUNDING SOURCES</b>					
100 - General Fund	\$ 757,626	\$ 743,400	\$ 807,300	\$ 850,600	14%

**ACCOUNT NUMBER EXPLANATION**

51111	Salaries - Full Time	Salaries for Director of Administrative Services (90%), Finance Manager (65%), Accounting Technician II (65%), Accounting Assistant (116%), Communications/IT Analyst (50%), and IT Technician (50%)
51117	Overtime	Overtime pay for employees
51118	Leave Conversion Incentives	Conversion of earned leave
51211	Retirement	City share of CalPERS retirement for department employees
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.
53965	Financial Service Fees	Fees for bank monthly charges, LAFCO, investment safekeeping, and bond trustee 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	MIS/Equipment Charges	Allocated information technology and equipment charges

## Financial Services

100-1130

## Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full Time	51111	\$ 443,705	\$ 468,600	\$ 474,300	\$ 497,200
Overtime	51117	1,457	1,000	2,900	1,000
Leave Conversion Incentives	51118	10,629	5,000	25,300	10,000
Retirement	51211	61,222	50,300	46,200	52,400
FICA/Medicare	51212	6,612	6,800	7,400	7,300
Other Health - DOC	51311	2,896	8,200	4,700	8,800
Disability Insurance	51312	3,807	7,900	4,100	8,400
Life Insurance	51313	729	900	700	900
Health Insurance	51314	77,718	82,100	85,300	88,200
<b>Total Personnel Services</b>		<b>\$ 608,775</b>	<b>\$ 630,800</b>	<b>\$ 650,900</b>	<b>\$ 674,200</b>
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 7,864	\$ 7,000	\$ 6,100	\$ 7,000
Contract Services - Private	53111	115,180	74,500	122,900	136,100
Financial Service Fees	53965	4,130	6,000	4,300	8,400
Dues & Memberships	53971	1,369	1,500	1,300	1,500
Conferences & Meetings	53972	3,617	4,000	3,100	4,000
Special Departmental	53976	791	1,000	100	1,000
MIS/Equipment Charges	53996	15,900	18,600	18,600	18,400
<b>Total Operating Expenditures</b>		<b>\$ 148,851</b>	<b>\$ 112,600</b>	<b>\$ 156,400</b>	<b>\$ 176,400</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 757,626</b>	<b>\$ 743,400</b>	<b>\$ 807,300</b>	<b>\$ 850,600</b>





# 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 communication, 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 2022-2023 Accomplishments

- ★ Coordinate Employee Service Award Programs.
- ★ Successfully recruited 58 employees for full-time and part-time positions.
- ★ Maintain hiring standards with a focus on diversity, equity, and inclusion in the recruitment life cycles.
- ★ Managed and coordinated annual training for employees on different topics to maintain compliance with federal and state laws.
- ★ Provided enhanced employee experiences to promote retention by providing employees with a safe and healthy work environment, as well as opportunities to develop their skills.

## FY 2024-2025 Goals

- ▶ Finalize the Comprehensive Personnel Policy updates.
- ▶ Implement efficient training management and tracking systems.
- ▶ Update employee job descriptions to reflect major changes to the City’s organizational structure in previous fiscal years.
- ▶ Educate employees on how to efficiently utilize benefits and resources to improve their quality of life and emphasize the importance of their overall wellness.
- ▶ Focus on training personnel to support community needs during a disaster, as well as further develop emergency management procedures.

Authorized Positions	Actual 2022-23	Actual 2023-24	Adopted Budget 2024-25
Management Analyst	0.50	0.50	0.50
<b>Total FTE</b>	<b>0.50</b>	<b>0.50</b>	<b>0.50</b>

Human Resources/Risk Management

100-1135

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 394,469	\$ 361,500	\$ 316,300	\$ 57,700	-84%
Operating Expenditures	449,264	477,000	486,600	492,200	3%
Transfer to Other Funds	808,922	831,000	831,000	849,500	2%
<b>TOTAL</b>	<b>\$ 1,652,655</b>	<b>\$ 1,669,500</b>	<b>\$ 1,633,900</b>	<b>\$ 1,399,400</b>	<b>-16%</b>

<b>FUNDING SOURCES</b>					
100 - General Fund	\$ 1,652,655	\$ 1,669,500	\$ 1,633,900	\$ 1,399,400	-16%

**ACCOUNT NUMBER EXPLANATION**

51111	Salaries - Full Time	Salary for Management Analyst (50%)
51211	Retirement	Replacement Benefit Fund (RBF) annual payment; CalPERS retirement for department employee
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursement for City retirees & department employee
51312	Disability Insurance	Disability insurance & survivor's benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage for City retirees and department employee
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 and personnel supplies
53610	Unemployment Insurance	Unemployment insurance
53611	Workers Compensation Insurance	Workers compensation insurance
53612	Insurance-General Liability	CJPIA general liability insurance
53613	Insurance-Special Events	Special event insurance
53614	Insurance-Property	Property insurance
53615	Employee Fidelity Bond	Employee fidelity bond
53616	Insurance - Environmental Liability	Environmental liability insurance
53971	Dues & Memberships	Membership dues for professional organizations.
53972	Conferences & Meetings	Seminar and training costs
53976	Special Departmental	Summer and holiday celebrations
53996	MIS/Equipment Charges	Allocated information technology and equipment charges
54999	Transfers to Other Funds	2020A and 2022A debt service

## Human Resources/Risk Management

100-1135

## Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full Time	51111	\$ 42,911	\$ 39,000	\$ 37,900	\$ 43,000
Retirement	51211	124,657	23,400	24,100	3,700
FICA/Medicare	51212	631	600	600	700
Other Health - DOC	51311	22,382	51,000	29,200	1,000
Disability Insurance	51312	387	700	300	800
Life Insurance	51313	98	200	100	200
Health Insurance	51314	203,403	246,600	224,100	8,300
<b>Total Personnel Services</b>		<b>\$ 394,469</b>	<b>\$ 361,500</b>	<b>\$ 316,300</b>	<b>\$ 57,700</b>
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 276	\$ 500	\$ 1,000	\$ 1,000
Small Tools & Equipment	53012	-	500	-	500
Contract Services - Private	53111	13,855	-	-	-
Education & Training	53151	12,106	10,000	21,100	16,400
Recruitment Expenses	53406	12,529	20,000	11,700	15,000
Unemployment Insurance	53610	25,374	10,000	20,600	15,000
Workers Compensation Insurance	53611	113,557	98,200	98,200	100,000
Insurance-General Liability	53612	205,072	227,900	227,900	230,000
Insurance-Special Events	53613	7,221	6,500	5,900	6,500
Insurance-Property	53614	47,070	87,800	87,800	90,000
Employee Fidelity Bond	53615	1,201	1,300	1,300	1,500
Insurance - Environmental Liability	53616	1,636	1,700	1,800	2,000
Dues & Memberships	53971	70	1,000	100	1,000
Conferences & Meetings	53972	149	4,000	500	4,000
Special Departmental	53976	4,948	5,000	6,100	6,000
MIS/Equipment Charges	53996	4,200	2,600	2,600	3,300
<b>Total Operating Expenditures</b>		<b>\$ 449,264</b>	<b>\$ 477,000</b>	<b>\$ 486,600</b>	<b>\$ 492,200</b>
<b>Transfer to Other Funds</b>					
Transfers to Other Funds	54999	\$ 808,922	\$ 831,000	\$ 831,000	\$ 849,500
<b>Total Transfer to Other Funds</b>		<b>\$ 808,922</b>	<b>\$ 831,000</b>	<b>\$ 831,000</b>	<b>\$ 849,500</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 1,652,655</b>	<b>\$ 1,669,500</b>	<b>\$ 1,633,900</b>	<b>\$ 1,399,400</b>

**Human Resources/Risk Management** 300-1135

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Debt Services	\$ 743,801	\$ 831,000	\$ 831,000	\$ 849,500	2%
<b>TOTAL</b>	<b>\$ 743,801</b>	<b>\$ 831,000</b>	<b>\$ 831,000</b>	<b>\$ 849,500</b>	<b>2%</b>

<b>FUNDING SOURCES</b>					
300 - Citywide Debt Service Fund	\$ 743,801	\$ 831,000	\$ 831,000	\$ 849,500	2%

**ACCOUNT NUMBER EXPLANATION**

53989	Principal Payments	Payment of Principal for Series 2020A and 2022A
53990	Interest Payments	Payment of Interest for Series 2020A and 2022A

Human Resources/Risk Management 300-1135

**Expenditure Breakdown**

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Debt Services</b>					
Principal Payments	53989	\$ 397,102	\$ 514,900	\$ 514,900	\$ 548,600
Interest Payments	53990	346,699	316,100	316,100	300,900
<b>Total Debt Services</b>		<b>\$ 743,801</b>	<b>\$ 831,000</b>	<b>\$ 831,000</b>	<b>\$ 849,500</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 743,801</b>	<b>\$ 831,000</b>	<b>\$ 831,000</b>	<b>\$ 849,500</b>





# 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

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ 241,928	\$ 244,100	\$ 246,600	\$ 281,900	15%
Transfer to Other Funds	-	-	188,100	-	0%
<b>TOTAL</b>	<b>\$ 241,928</b>	<b>\$ 244,100</b>	<b>\$ 434,700</b>	<b>\$ 281,900</b>	<b>15%</b>
<b>FUNDING SOURCES</b>					
100 - General Fund	\$ 241,928	\$ 244,100	\$ 434,700	\$ 281,900	15%

**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
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
53971	Dues & Memberships	Membership charges for office supplies
53976	Special Departmental	Miscellaneous special departmental supplies
53996	MIS/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated vehicle charges
54999	Transfers to Other Funds	Transfers to Internal Service Funds



General Services 100-1150

**Expenditure Breakdown**

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 42,414	\$ 30,100	\$ 34,800	\$ 36,900
Small Tools & Equipment	53012	1,726	2,400	4,500	3,400
Postage & Mailing Services	53211	16,626	20,200	16,800	19,000
Utility - Gas	53711	17,304	15,000	10,800	15,000
Utility - Electricity	53712	37,536	25,000	21,500	25,000
Utility - Water	53714	8,859	8,300	7,500	8,300
Utility - Communications	53715	16,580	33,900	33,500	39,600
Equipment Maintenance	53811	18,257	17,400	31,200	18,700
Facility Maintenance	53813	31,624	32,000	31,900	35,000
Landscape Maintenance	53814	4,917	6,900	5,200	6,500
Equipment Lease/Rental	53911	28,092	34,600	30,600	34,600
Dues & Memberships	53971	-	-	200	300
Special Departmental	53976	593	1,000	800	1,000
MIS/Equipment Charges	53996	8,100	9,400	9,400	30,500
Vehicle Charges	53997	9,300	7,900	7,900	8,100
<b>Total Operating Expenditures</b>		<b>\$ 241,928</b>	<b>\$ 244,100</b>	<b>\$ 246,600</b>	<b>\$ 281,900</b>
<b>Transfer to Other Funds</b>					
Transfers to Other Funds	54999	\$ -	\$ -	\$ 188,100	\$ -
<b>Total Transfer to Other Funds</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 188,100</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 241,928</b>	<b>\$ 244,100</b>	<b>\$ 434,700</b>	<b>\$ 281,900</b>





# PUBLIC SAFETY

Annual Budget 2025





# 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 2023-2024 Accomplishments

- ★ Continued to utilize ALPR camera systems (Automated License Plate Reader) to solve crimes including vehicle thefts, carjackings, and other violent felonies.
- ★ 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 2024-2025 Goals

- ▶ Provide direction and oversight to Sheriff Deputies on the Special Assignment (SAO) Team.
- ▶ Address neighborhood quality of life issues including trespassing and vagrancy.
- ▶ Develop targeted enforcement strategies to combat shootings and other violent crimes.
- ▶ Continue outreach efforts to homeless individuals in partnership with other agencies in partnership with the PROS Team.

Public Safety Services

100-2100

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ 8,076,773	\$ 9,786,400	\$ 8,852,200	\$ 9,160,500	-6%
<b>TOTAL</b>	<b>\$ 8,076,773</b>	<b>\$ 9,786,400</b>	<b>\$ 8,852,200</b>	<b>\$ 9,160,500</b>	<b>-6%</b>

<b>FUNDING SOURCES</b>					
100 - General Fund	\$ 8,076,773	\$ 9,786,400	\$ 8,852,200	\$ 9,160,500	-6%

**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
53111	Contract Services - Private	ALPR Cameras
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	Utility - Communications	Cell phones for SAO team
53811	Equipment Maintenance	Annual calibration and repair of traffic equipment
53996	MIS/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated vehicle charges

## Public Safety Services

100-2100

## Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Operating Expenditures</b>					
Small Tools & Equipment	53012	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
Contract Services - LA Sheriff	53110	7,208,865	8,401,600	7,592,100	7,861,800
Contract Services - Private	53111	-	260,900	258,800	221,100
Contract Services - Special Deployment	53113	82,955	110,000	63,000	75,000
Special Event Services	53183	-	83,500	48,900	50,000
Prisoner Maintenance	53184	-	2,000	-	2,000
Liability Trust Fund	53186	761,176	914,100	874,400	942,200
Utility - Communications	53715	3,177	2,500	3,700	3,800
Equipment Maintenance	53811	-	600	100	600
MIS/Equipment Charges	53996	2,000	2,300	2,300	3,000
Vehicle Charges	53997	18,600	7,900	7,900	-
<b>Total Operating Expenditures</b>		<b>\$ 8,076,773</b>	<b>\$ 9,786,400</b>	<b>\$ 8,852,200</b>	<b>\$ 9,160,500</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 8,076,773</b>	<b>\$ 9,786,400</b>	<b>\$ 8,852,200</b>	<b>\$ 9,160,500</b>







# 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 to provide funding for program personnel, overtime, equipment, and other uses within the realm of policing.

## FY 2023-2024 Accomplishments

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

## FY 2024-2025 Goals

- ▶ Continued support of General Fund policing activities.

**Supplemental Law Enforcement** 240-2100

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ 50,500	\$ -	\$ -	\$ -	0%
Transfer to Other Funds	114,771	165,000	186,200	170,000	3%
<b>TOTAL</b>	<b>\$ 165,271</b>	<b>\$ 165,000</b>	<b>\$ 186,200</b>	<b>\$ 170,000</b>	<b>3%</b>
<b>FUNDING SOURCES</b>					
240 -Supplement Law Enforcement Fund	\$ 165,271	\$ 165,000	\$ 186,200	\$ 170,000	3%

**ACCOUNT NUMBER EXPLANATION**

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

## Supplemental Law Enforcement

240-2100

**Expenditure Breakdown**

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Operating Expenditures</b>					
Contract Services - Private	53111	\$ 50,500	\$ -	\$ -	\$ -
<b>Total Operating Expenditures</b>		<b>\$ 50,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Transfer to Other Funds</b>					
Transfers to Other Funds	54999	\$ 114,771	\$ 165,000	\$ 186,200	\$ 170,000
<b>Total Transfer to Other Funds</b>		<b>\$ 114,771</b>	<b>\$ 165,000</b>	<b>\$ 186,200</b>	<b>\$ 170,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 165,271</b>	<b>\$ 165,000</b>	<b>\$ 186,200</b>	<b>\$ 170,000</b>





# 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

**Expenditure Breakdown**

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Operating Expenditures</b>					
Special Programs	53978	\$ 10,824	\$ -	\$ 12,000	\$ -
<b>Total Operating Expenditures</b>		<b>\$ 10,824</b>	<b>\$ -</b>	<b>\$ 12,000</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 10,824</b>	<b>\$ -</b>	<b>\$ 12,000</b>	<b>\$ -</b>





# 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 initial efforts to achieve voluntary compliance are ineffective.

## FY 2023-2024 Accomplishments

- ★ Improved safety-focused protocols to better serve the City Park patrons.
- ★ Improved Security Monitoring at the City Park Substation, with the expansion of camera coverage.
- ★ Collaborative field enforcement of illegal vendors with LA County’s Public Health Dept.
- ★ City-Wide Public Safety Field Radios and Bodycams in full service.
- ★ Improved Parking Enforcement/LASD vehicle towing protocols.
- ★ Improved safety protocols and expansion/use of state-of-the-art security cameras and two-way radios.
- ★ Successful launch of the City’s RV Parking Permit Program, creating safer streets within city limits
- ★ Completion of the City Park’s Security Sub-Station, used by Park Safety, LASD, and Blackwater Security.
- ★ Improved collaborative protocols with LASD on the towing of vehicles.

## FY 2024-2025 Goals

- ▶ Continue to collaborate with LA County Public Health’s Illegal Vendor Task Force.
- ▶ Evaluate and improve the enforcement of the City’s municipal codes.
- ▶ Expansion of private security services via the utilization of Blackwater’s Dispatch System.
- ▶ Better equip the P.R.O.S. Team to safely assist City residents in need.

<b>Authorized Positions</b>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Adopted Budget 2024-25</b>
Chief/Director of Public Safety	0.00	0.00	0.40
Code Enforcement Manager	0.65	0.00	0.00
Senior Code Enforcement Supervisor	0.00	0.35	0.00
Code Enforcement Supervisor	0.50	1.00	0.50
Code Enforcement Officer	0.00	2.00	1.60
Code Enforcement Officer (Part Time)	3.00	0.50	1.00
Parking Control Officer (Part Time)	2.50	13.50	12.50
Office Specialist	0.00	0.10	0.95
<b>Total FTE</b>	<b>7.15</b>	<b>17.45</b>	<b>16.95</b>

Code Enforcement

100-2110

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 767,811	\$ 960,600	\$ 1,089,400	\$ 1,018,500	6%
Operating Expenditures	452,960	434,200	407,700	449,200	3%
<b>TOTAL</b>	<b>\$ 1,220,771</b>	<b>\$ 1,394,800</b>	<b>\$ 1,497,100</b>	<b>\$ 1,467,700</b>	<b>5%</b>
<b>FUNDING SOURCES</b>					
100 - General Fund	\$ 1,220,771	\$ 1,394,800	\$ 1,497,100	\$ 1,467,700	5%

**ACCOUNT NUMBER EXPLANATION**

51111	Salaries - Full Time	Salaries for Chief/Director of Public Safety (40%), Code Enf. Supervisor (50%), Code Enf. Officer (160%), and Office Specialist (95%)
51112	Salaries - Part Time	Salaries of Part-Time Staff
51117	Overtime	Overtime pay for employees
51118	Leave Conversion Incentives	Conversion of earned leave
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursement
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
53111	Contract Services - Private	Parking and Administrative citation processing and collections and recovery service
53114	Legal Services - General	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 department staff
53971	Dues & Memberships	Membership to the CA Association of Code Enforcement Officers (CACEO)
53972	Conferences & Meetings	CACEO conference and meetings
53996	MIS/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated vehicle charges

## Code Enforcement

100-2110

## Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full Time	51111	\$ 244,116	\$ 258,400	\$ 296,500	\$ 284,200
Salaries - Part Time	51112	409,169	574,600	638,300	601,300
Overtime	51117	5,868	6,500	9,400	6,500
Leave Conversion Incentives	51118	4,003	-	3,000	-
Retirement	51211	24,451	32,200	30,700	35,500
FICA/Medicare	51212	9,684	12,100	13,800	12,900
Other Health - DOC	51311	2,496	6,900	3,900	6,900
Disability Insurance	51312	2,355	4,400	2,600	4,800
Life Insurance	51313	629	800	700	800
Health Insurance	51314	65,040	64,700	90,500	65,600
<b>Total Personnel Services</b>		<b>\$ 767,811</b>	<b>\$ 960,600</b>	<b>\$ 1,089,400</b>	<b>\$ 1,018,500</b>
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 4,670	\$ 3,000	\$ 10,000	\$ 7,500
Small Tools & Equipment	53012	2,073	18,000	3,000	18,000
Uniform/Boot Reimbursement	53015	5,060	6,000	4,000	6,000
Contract Services - Private	53111	306,868	262,000	243,700	262,000
Legal Services - General	53114	12,948	15,000	20,000	20,000
Education & Training	53151	634	2,000	2,000	2,000
Printing & Publishing	53411	2,635	3,000	2,300	3,000
Utility - Communications	53715	3,904	4,500	2,500	4,500
Dues & Memberships	53971	-	1,500	1,500	1,500
Conferences & Meetings	53972	1,168	2,000	1,500	2,000
MIS/Equipment Charges	53996	19,800	23,200	23,200	33,500
Vehicle Charges	53997	93,200	94,000	94,000	89,200
<b>Total Operating Expenditures</b>		<b>\$ 452,960</b>	<b>\$ 434,200</b>	<b>\$ 407,700</b>	<b>\$ 449,200</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 1,220,771</b>	<b>\$ 1,394,800</b>	<b>\$ 1,497,100</b>	<b>\$ 1,467,700</b>





# 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 2023-2024 Accomplishments

- ★ Coordinated with Area D Disaster Management.
- ★ Provided support for the winding down of the COVID-19 response.
- ★ Purchased PPE (personal protective equipment).
- ★ Provided staff members with CERT Training.

## FY 2024-2025 Goals

- ▶ Continue preparation and planning for natural and manmade emergencies in the community.

**Emergency Preparedness Services** 100-2120

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ 2,405	\$ 7,400	\$ 3,400	\$ 7,400	0%
<b>TOTAL</b>	<b>\$ 2,405</b>	<b>\$ 7,400</b>	<b>\$ 3,400</b>	<b>\$ 7,400</b>	<b>0%</b>

<b>FUNDING SOURCES</b>					
100 - General Fund	\$ 2,405	\$ 7,400	\$ 3,400	\$ 7,400	0%

**ACCOUNT NUMBER EXPLANATION**

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

## Emergency Preparedness Services

100-2120

**Expenditure Breakdown**

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ -	\$ 5,000	\$ 1,000	\$ 5,000
Dues & Memberships	53971	2,405	2,400	2,400	2,400
<b>Total Operating Expenditures</b>		<b>\$ 2,405</b>	<b>\$ 7,400</b>	<b>\$ 3,400</b>	<b>\$ 7,400</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 2,405</b>	<b>\$ 7,400</b>	<b>\$ 3,400</b>	<b>\$ 7,400</b>





# Animal Services

## Summary

The Animal Services division is a function of the City of La Puente’s Code Enforcement operations within Public Safety Services. Its 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 2023-2024 Accomplishments

- ★ Restructuring of the TNR (trap neuter release) program utilizing city employees for field operations.
- ★ 24/7 call-in dispatch for animal control emergencies.
- ★ Another successful year of high-adoption rate sheltering with our contract shelter, VIDA.

## FY 2024-2025 Goals

- ▶ Increase use of social media to educate and inform residents of events and alerts.
- ▶ Continue to expand affordable pet care service events with the HEART organization.
- ▶ Host more events at our City Park, focused on pet care education and resources.

Authorized Positions	Actual 2022-23	Actual 2023-24	Adopted Budget 2024-25
Chief/Director of Public Safety	0.00	0.00	0.40
Code Enforcement Manager	0.15	0.00	0.00
Senior Code Enforcement Supervisor	0.00	0.35	0.00
Code Enforcement Supervisor	0.50	1.00	0.50
Code Enforcement Officer	0.00	1.00	1.00
Code Enforcement Officer (Part Time)	2.50	0.50	0.50
Office Specialist	0.00	0.50	0.50
<b>Total FTE</b>	<b>3.15</b>	<b>3.35</b>	<b>2.90</b>

Animal Services

100-2130

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 259,189	\$ 314,900	\$ 292,800	\$ 300,500	-5%
Operating Expenditures	96,137	188,600	151,200	132,900	-30%
<b>TOTAL</b>	<b>\$ 355,326</b>	<b>\$ 503,500</b>	<b>\$ 444,000</b>	<b>\$ 433,400</b>	<b>-14%</b>
<b>FUNDING SOURCES</b>					
100 - General Fund	\$ 355,326	\$ 503,500	\$ 444,000	\$ 433,400	-14%

**ACCOUNT NUMBER EXPLANATION**

51111	Salaries - Full Time	Salaries for Chief/Director of Public Safety (40%), Code Enf. Supervisor (50%), AC/Code Enf. Officer (100%), and Office Specialist (50%)
51112	Salaries - Part Time	Salaries of Part-Time Staff
51117	Overtime	Overtime pay for employees
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursement
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, disposal, and emergency medical care
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 notifications
53971	Dues & Memberships	Membership costs for animal control associations
53972	Conferences & Meetings	CACEO conference and meetings
53996	MIS/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated vehicle charges

## Animal Services

100-2130

## Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full Time	51111	\$ 112,587	\$ 213,200	\$ 172,800	\$ 208,000
Salaries - Part Time	51112	102,589	27,100	57,800	28,400
Overtime	51117	-	-	5,000	4,000
Retirement	51211	11,917	18,100	15,100	12,500
FICA/Medicare	51212	3,121	3,500	3,500	3,500
Other Health - DOC	51311	892	5,700	3,300	4,800
Disability Insurance	51312	1,028	3,600	1,500	3,500
Life Insurance	51313	274	600	400	500
Health Insurance	51314	26,781	43,100	33,400	35,300
<b>Total Personnel Services</b>		<b>\$ 259,189</b>	<b>\$ 314,900</b>	<b>\$ 292,800</b>	<b>\$ 300,500</b>
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 5,642	\$ 4,200	\$ 3,000	\$ 4,200
Small Tools & Equipment	53012	1,486	1,000	1,000	1,000
Uniform/Boot Reimbursement	53015	4,505	2,500	2,500	2,500
Contract Services - Private	53111	64,860	134,000	122,100	54,000
Contract Services - Public	53112	2,516	28,000	4,000	28,000
Education & Training	53151	-	1,500	1,200	1,500
Printing & Publishing	53411	1,601	1,700	1,700	1,700
Dues & Memberships	53971	-	200	200	200
Conferences & Meetings	53972	127	500	500	500
MIS/Equipment Charges	53996	6,100	7,100	7,100	6,900
Vehicle Charges	53997	9,300	7,900	7,900	32,400
<b>Total Operating Expenditures</b>		<b>\$ 96,137</b>	<b>\$ 188,600</b>	<b>\$ 151,200</b>	<b>\$ 132,900</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 355,326</b>	<b>\$ 503,500</b>	<b>\$ 444,000</b>	<b>\$ 433,400</b>





# DEVELOPMENT SERVICES

**Annual Budget 2025**





# Public Works Services

## Summary

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

## FY 2023-2024 Accomplishments

- ★ Performed special event support consisting of street closures in support of programs and events coordinated by Community Services Department and La Puente Community Foundation. These events consisted of the Lunar New Year, Breakfast with the Bunny, Easter Egg Hunt, Día De Los Muertos, Mother's Day Brunch, National Night Out, Veterans Day Ceremony, Holiday Parade and Tree Lighting Ceremony and the annual Fortunato Jimenez Independence Day Celebration.

## FY 2024-2025 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 direct City services and private contract services.

**Public Works Services** 100-3100

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ 182,383	\$ 96,900	\$ 137,700	\$ 119,500	23%
<b>TOTAL</b>	<b>\$ 182,383</b>	<b>\$ 96,900</b>	<b>\$ 137,700</b>	<b>\$ 119,500</b>	<b>23%</b>

<b>FUNDING SOURCES</b>					
100 - General Fund	\$ 182,383	\$ 96,900	\$ 137,700	\$ 119,500	23%

**ACCOUNT NUMBER EXPLANATION**

53011	Operating Supplies	Miscellaneous Public Works supplies
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 and LRSP
53715	Utility - Communications	Phone line and internet service
53976	Special Departmental	Miscellaneous special departmental supplies
53996	MIS/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated vehicle charges



## Public Works Services

100-3100

## Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ -	\$ -	\$ 300	\$ 300
Small Tools & Equipment	53012	31,001	16,500	21,900	22,000
Contract Services - Private	53111	100,479	30,000	65,000	35,000
Utility - Communications	53715	15,419	13,200	13,300	13,900
Special Departmental	53976	1,384	1,000	1,000	1,500
MIS/Equipment Charges	53996	6,100	4,800	4,800	6,300
Vehicle Charges	53997	28,000	31,400	31,400	40,500
<b>Total Operating Expenditures</b>		<b>\$ 182,383</b>	<b>\$ 96,900</b>	<b>\$ 137,700</b>	<b>\$ 119,500</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 182,383</b>	<b>\$ 96,900</b>	<b>\$ 137,700</b>	<b>\$ 119,500</b>





# 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 2023-2024 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.
- ★ Through a private contract, inspected and cleaned 105 City-owned catch basins quarterly.
- ★ Commenced design of Inyo Street Storm Drain Improvement Project.

## FY 2024-2025 Goals

- ▶ Expend funds in accordance with the City’s approved Safe Clean Water Program Annual Plan.
- ▶ Continue to pursue funding opportunities for the Bassett High School stormwater capture project.
- ▶ Continue compliance, monitoring and planning efforts related to storm water.
- ▶ Complete construction and closeout of Inyo Street Storm Drain Improvement Project.

Measure "W" Fund 284-3100

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ 66,816	\$ 95,200	\$ 95,200	\$ 104,400	10%
<b>TOTAL</b>	<b>\$ 66,816</b>	<b>\$ 95,200</b>	<b>\$ 95,200</b>	<b>\$ 104,400</b>	<b>10%</b>

<b>FUNDING SOURCES</b>					
284 - Measure W Fund	\$ 66,816	\$ 95,200	\$ 95,200	\$ 104,400	10%

**ACCOUNT NUMBER EXPLANATION**

53111	Contract Services - Private	Catch basin cleaning and maintenance
53112	Contract Services - Public	MS4 Permit and CIMP

Measure "W" Fund

284-3100

**Expenditure Breakdown**

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Operating Expenditures</b>					
Contract Services - Private	53111	\$ 66,816	\$ 95,200	\$ 52,400	\$ 60,400
Contract Services - Public	53112	-	-	42,800	44,000
<b>Total Operating Expenditures</b>		<b>\$ 66,816</b>	<b>\$ 95,200</b>	<b>\$ 95,200</b>	<b>\$ 104,400</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 66,816</b>	<b>\$ 95,200</b>	<b>\$ 95,200</b>	<b>\$ 104,400</b>





# 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 2023-2024 Accomplishments

- ★ Oversaw the production planning for a clean-air transit bus for use in the La Puente Link fleet.

## FY 2024-2025 Goals

- ▶ Oversee final completion of the clean-air transit bus, including placing it into service for the La Puente Link.

**AQMD Fund** 270-3100

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 123	\$ 1,100	\$ 1,100	\$ 100	-91%
Capital Outlay	-	147,800	147,800	-	-100%
<b>TOTAL</b>	<b>\$ 123</b>	<b>\$ 148,900</b>	<b>\$ 148,900</b>	<b>\$ 100</b>	<b>-100%</b>
<b>FUNDING SOURCES</b>					
270 - AQMD Fund	\$ 123	\$ 148,900	\$ 148,900	\$ 100	-100%

**ACCOUNT NUMBER EXPLANATION**

51111	Salaries - Full Time	Salary for Finance Manager
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time employees
51312	Disability Insurance	Disability insurance & survivor's benefits
51314	Health Insurance	CalPERS health insurance coverage
54484	Vehicle Purchase	Purchase of a clean-air vehicles - La Puente Link Bus



AQMD Fund

270-3100

## Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full Time	51111	\$ 96	\$ 900	\$ 900	\$ -
Retirement	51211	8	100	100	-
FICA/Medicare	51212	1	-	-	-
Disability Insurance	51312	2	-	-	-
Health Insurance	51314	16	100	100	100
<b>Total Personnel Services</b>		<b>\$ 123</b>	<b>\$ 1,100</b>	<b>\$ 1,100</b>	<b>\$ 100</b>
<b>Capital Outlay</b>					
Vehicle Purchase	54484	\$ -	\$ 147,800	\$ 147,800	\$ -
<b>Total Capital Outlay</b>		<b>\$ -</b>	<b>\$ 147,800</b>	<b>\$ 147,800</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 123</b>	<b>\$ 148,900</b>	<b>\$ 148,900</b>	<b>\$ 100</b>





# 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 2023-2024 Accomplishments

- ★ Assisted the public and the development community through the issuance of 175 encroachment permits for work performed within the City's public right-of-way.

## FY 2024-2025 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

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ 168,194	\$ 136,800	\$ 151,100	\$ 155,400	14%
<b>TOTAL</b>	<b>\$ 168,194</b>	<b>\$ 136,800</b>	<b>\$ 151,100</b>	<b>\$ 155,400</b>	<b>14%</b>

<b>FUNDING SOURCES</b>					
100 - General Fund	\$ 168,194	\$ 136,800	\$ 151,100	\$ 155,400	14%

**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

**Expenditure Breakdown**

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Operating Expenditures</b>					
Contract Services - Private	53111	\$ 1,370	\$ 5,700	\$ 4,900	\$ 6,100
Subdivision Plan Check	53119	-	1,500	800	1,500
Engineering Permits	53120	133,005	101,700	113,200	113,800
Industrial Waste Inspections	53121	33,819	27,900	32,200	34,000
<b>Total Operating Expenditures</b>		<b>\$ 168,194</b>	<b>\$ 136,800</b>	<b>\$ 151,100</b>	<b>\$ 155,400</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 168,194</b>	<b>\$ 136,800</b>	<b>\$ 151,100</b>	<b>\$ 155,400</b>



# Streets – State Gas Tax Fund

## Summary

The Streets Division is responsible for maintaining the City’s streets and thoroughfares, as well as public rights-of-way, including curbs, gutters, sidewalks, traffic signals, pavement markings, street signs, and parkway trees. The objective is to maintain the City’s infrastructure in a safe and functional condition, and to keep the City appearing aesthetically appealing.

## FY 2023-2024 Accomplishments

- ★ Removed and or covered approximately 189,100 square feet of graffiti within the City’s public right-of-way.
- ★ Completed grid prune trimming and service request trimming of approximately 1,700 parkway trees.
- ★ Painted approximately 1,350 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 putting down 24 tons of asphalt patch.

## FY 2024-2025 Goals

- ▶ Continue to provide graffiti abatement services seven days a week.
- ▶ Respond to citizen requests for eradication of graffiti within 24 hours.
- ▶ Perform parkway tree trimming with completion of grid pruning in Zone 2.
- ▶ Replace worn and faded street regulatory signage.
- ▶ Complete sidewalk and curb repairs.

<b>Authorized Positions</b>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Adopted Budget 2024-25</b>
City Manager	0.02	0.02	0.02
Director of Administrative Services	0.02	0.02	0.02
Director of Development Services	0.20	0.05	0.05
Finance Manager	0.06	0.06	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	0.22
Maintenance Supervisor	0.30	0.30	0.35
Maintenance Worker	0.57	0.57	0.45
Administrative Assistant	0.15	0.15	0.15
Maintenance Assistant (Part Time)	1.00	1.00	0.00
<b>Total FTE</b>	<b>2.86</b>	<b>2.71</b>	<b>1.46</b>

Streets – State Gas Tax Fund

200-3120

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 259,233	\$ 286,300	\$ 250,900	\$ 199,700	-30%
Operating Expenditures	871,268	788,400	788,000	828,200	5%
<b>TOTAL</b>	<b>\$ 1,130,501</b>	<b>\$ 1,074,700</b>	<b>\$ 1,038,900</b>	<b>\$ 1,027,900</b>	<b>-4%</b>
<b>FUNDING SOURCES</b>					
200 - State Gas Tax Fund	\$ 1,130,501	\$ 1,074,700	\$ 1,038,900	\$ 1,027,900	-4%

**ACCOUNT NUMBER EXPLANATION**

51111	Salaries - Full Time	Salaries of City Manager (2%), Director of Administrative Services (2%), Director of Development Services (5%), Finance Manager (6%), Accounting Technician II (10%), Accounting Assistant (4%), Maintenance Superintendent (22%), Maintenance Supervisor (35%), Maintenance Worker (45%), and Administrative Assistant (15%)
51112	Salaries - Part Time	Salaries of Part-Time Staff
51117	Overtime	Overtime pay for employees
51211	Retirement	City share of CalPERS retirement for department employees
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
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	Vehicle Miles Traveled Analysis; Pavement Condition Study
53713	Utility - Hwy Lights	Electrical costs for all highway safety lights at signalized locations in the City
53714	Utility - Water	Water costs for medians and other public right-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 vehicle charges



## Streets – State Gas Tax Fund

200-3120

## Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full Time	51111	\$ 143,034	\$ 157,000	\$ 144,100	\$ 138,100
Salaries - Part Time	51112	54,292	59,700	52,100	-
Overtime	51117	288	2,000	1,000	2,000
Retirement	51211	28,549	24,000	17,300	17,800
FICA/Medicare	51212	2,866	3,200	2,700	2,100
Other Health - DOC	51311	1,327	3,500	2,000	3,000
Disability Insurance	51312	1,276	2,700	1,200	2,400
Life Insurance	51313	258	400	300	300
Health Insurance	51314	27,343	33,800	30,200	34,000
<b>Total Personnel Services</b>		<b>\$ 259,233</b>	<b>\$ 286,300</b>	<b>\$ 250,900</b>	<b>\$ 199,700</b>
<b>Operating Expenditures</b>					
Small Tools & Equipment	53012	\$ 4,428	\$ 11,000	\$ 9,700	\$ 11,000
Graffiti Removal Supplies	53016	22,268	20,700	19,200	21,500
Contract Services - Private	53111	5,690	12,500	15,000	15,000
Utility - Hwy Lights	53713	110,960	145,800	142,300	145,100
Utility - Water	53714	46,342	47,500	45,600	47,200
Landscape Maintenance	53814	79,777	78,600	82,500	83,700
Parkway Tree Maintenance	53815	189,709	174,000	190,100	194,000
Street/Sidewalk Maintenance	53817	116,521	77,500	88,700	80,000
Signal Maintenance	53819	221,736	140,000	114,600	140,000
Traffic Markings/Signs	53821	45,837	41,500	41,000	42,000
Vehicle Charges	53997	28,000	39,300	39,300	48,700
<b>Total Operating Expenditures</b>		<b>\$ 871,268</b>	<b>\$ 788,400</b>	<b>\$ 788,000</b>	<b>\$ 828,200</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 1,130,501</b>	<b>\$ 1,074,700</b>	<b>\$ 1,038,900</b>	<b>\$ 1,027,900</b>



# 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 2023-2024 Accomplishments

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

## FY 2024-2025 Goals

- ▶ Utilize SB1 funding to complete street resurfacing improvements in residential neighborhoods.

<b>Authorized Positions</b>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Adopted Budget 2024-25</b>
Director of Development Services	0.10	0.10	0.20
<b>Total FTE</b>	<b>0.10</b>	<b>0.10</b>	<b>0.20</b>

**Streets – RMRA (SB1) Fund** 202-3120

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 23,266	\$ 27,000	\$ 24,900	\$ 54,600	102%
Operating Expenditures	-	-	-	20,000	0%
<b>TOTAL</b>	<b>\$ 23,266</b>	<b>\$ 27,000</b>	<b>\$ 24,900</b>	<b>\$ 74,600</b>	<b>176%</b>
<b>FUNDING SOURCES</b>					
202 - RMRA (SB 1) Fund	\$ 23,266	\$ 27,000	\$ 24,900	\$ 74,600	176%

**ACCOUNT NUMBER EXPLANATION**

51111	Salaries - Full Time	Salary of Director of Development Services (20%)
51211	Retirement	City share of CalPERS retirement for department employees
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
53111	Contract Services - Private	Pavement Condition Index Study

## Streets – RMRA (SB1) Fund

202-3120

**Expenditure Breakdown**

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full Time	51111	\$ 19,266	\$ 21,500	\$ 20,200	\$ 42,900
Retirement	51211	1,314	1,900	1,500	3,700
FICA/Medicare	51212	279	400	300	700
Other Health - DOC	51311	71	200	100	400
Disability Insurance	51312	162	400	200	800
Life Insurance	51313	17	100	100	100
Health Insurance	51314	2,157	2,500	2,500	6,000
<b>Total Personnel Services</b>		<b>\$ 23,266</b>	<b>\$ 27,000</b>	<b>\$ 24,900</b>	<b>\$ 54,600</b>
<b>Operating Expenditures</b>					
Contract Services - Private	53111	\$ -	\$ -	\$ -	\$ 20,000
<b>Total Operating Expenditures</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 23,266</b>	<b>\$ 27,000</b>	<b>\$ 24,900</b>	<b>\$ 74,600</b>



# 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 2023-2024 Accomplishments

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

## FY 2024-2025 Goals

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

Authorized Positions	Actual 2022-23	Actual 2023-24	Adopted Budget 2024-25
Director of Administrative Services	0.02	0.02	0.02
Director of Development Services	0.10	0.10	0.10
Finance Manager	0.06	0.06	0.06
Accounting Technician II	0.02	0.02	0.02
Maintenance Superintendent	0.25	0.25	0.25
Maintenance Supervisor	0.20	0.25	0.25
Maintenance Lead	0.50	0.00	0.00
Administrative Assistant	0.07	0.07	0.07
Maintenance Assistant (Part Time)	1.00	1.00	1.50
<b>Total FTE</b>	<b>2.22</b>	<b>1.77</b>	<b>2.27</b>

Measure "M" Fund

203-3120

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 152,049	\$ 178,200	\$ 161,000	\$ 226,900	27%
Operating Expenditures	3,338	3,500	3,400	18,500	429%
Transfer to Other Funds	262,838	261,800	261,800	260,600	0%
<b>TOTAL</b>	<b>\$ 418,225</b>	<b>\$ 443,500</b>	<b>\$ 426,200</b>	<b>\$ 506,000</b>	<b>14%</b>

<b>FUNDING SOURCES</b>					
203 - Measure "M" Fund	\$ 418,225	\$ 443,500	\$ 426,200	\$ 506,000	14%

**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 (25%) and Administrative Assistant (7%)
51112	Salaries - Part Time	Salaries of Part-Time Staff
51117	Overtime	Overtime pay for employees
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursement
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 trustee fees and reporting
54999	Transfers to Other Funds	Transfer to Debt Service Fund for payment of principal and interest on Series 2019A bonds



## Measure "M" Fund

203-3120

## Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full Time	51111	\$ 74,744	\$ 87,400	\$ 81,300	\$ 91,400
Salaries - Part Time	51112	49,084	57,600	51,800	90,900
Overtime	51117	-	1,000	500	1,000
Retirement	51211	11,906	9,900	8,600	18,200
FICA/Medicare	51212	1,796	2,200	1,900	2,700
Other Health - DOC	51311	870	1,600	1,000	1,600
Disability Insurance	51312	615	1,500	700	1,600
Life Insurance	51313	115	200	200	200
Health Insurance	51314	12,919	16,800	15,000	19,300
<b>Total Personnel Services</b>		<b>\$ 152,049</b>	<b>\$ 178,200</b>	<b>\$ 161,000</b>	<b>\$ 226,900</b>
<b>Operating Expenditures</b>					
Contract Services - Private	53111	\$ 3,338	\$ 3,500	\$ 3,400	\$ 18,500
<b>Total Operating Expenditures</b>		<b>\$ 3,338</b>	<b>\$ 3,500</b>	<b>\$ 3,400</b>	<b>\$ 18,500</b>
<b>Transfer to Other Funds</b>					
Transfers to Other Funds	54999	\$ 262,838	\$ 261,800	\$ 261,800	\$ 260,600
<b>Total Transfer to Other Funds</b>		<b>\$ 262,838</b>	<b>\$ 261,800</b>	<b>\$ 261,800</b>	<b>\$ 260,600</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 418,225</b>	<b>\$ 443,500</b>	<b>\$ 426,200</b>	<b>\$ 506,000</b>



# Measure “R” Fund

## Summary

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 such as protecting, maintaining, or improving streets, sidewalks, medians and panels, and other related roadway areas in the City.

## FY 2023-2024 Accomplishments

- ★ Provide project oversight and administration of Measure R funded projects listed under Capital Projects.
- ★ Successfully utilized local matching funds to provide additional funding for the completion of the federal Highway Safety Improvement Plan (HSIP) project consisting of 8 crosswalk enhancements throughout the City to improve pedestrian safety.
- ★ Continue to provide funding and staff for oversight of capital improvement projects utilizing Measure R funds.

## FY 2024-2025 Goals

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

<b>Authorized Positions</b>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Adopted Budget 2024-25</b>
Director of Administrative Services	0.02	0.02	0.02
Director of Development Services	0.10	0.10	0.10
Finance Manager	0.06	0.06	0.06
Accounting Technician II	0.02	0.02	0.02
Maintenance Superintendent	0.25	0.25	0.35
Maintenance Supervisor	0.20	0.25	0.40
Maintenance Lead	0.50	0.00	0.00
Maintenance Worker	0.00	0.00	0.50
Administrative Assistant	0.07	0.07	0.07
Maintenance Assistant (Part Time)	1.00	1.50	1.50
<b>Total FTE</b>	<b>2.22</b>	<b>2.27</b>	<b>3.02</b>

Measure "R" Fund

205-3120

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 137,776	\$ 195,900	\$ 146,000	\$ 362,300	85%
Operating Expenditures	3,338	3,500	3,400	18,500	429%
Transfer to Other Funds	288,687	288,300	288,300	287,700	0%
<b>TOTAL</b>	<b>\$ 429,801</b>	<b>\$ 487,700</b>	<b>\$ 437,700</b>	<b>\$ 668,500</b>	<b>37%</b>

<b>FUNDING SOURCES</b>					
205 - Measure "R" Fund	\$ 429,801	\$ 487,700	\$ 437,700	\$ 668,500	37%

**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 (35%), Maintenance Supervisor (40%), Administrative Assistant (7%), and Maintenance Worker (50%)
51112	Salaries - Part Time	Salaries of Part-Time Staff
51117	Overtime	Overtime pay for employees
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursement
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	Transfers to Other Funds	Transfer for payment of City of Industry Valley Blvd Project loan and to Debt Service Fund for payment of principal and interest on Series 2019B bonds

## Measure "R" Fund

205-3120

## Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full Time	51111	\$ 71,258	\$ 87,400	\$ 75,600	\$ 151,000
Salaries - Part Time	51112	40,765	73,100	48,500	132,500
Overtime	51117	-	1,000	-	1,000
Retirement	51211	9,828	11,900	7,800	30,100
FICA/Medicare	51212	1,626	2,400	1,700	4,200
Other Health - DOC	51311	870	1,600	900	3,100
Disability Insurance	51312	606	1,500	700	2,600
Life Insurance	51313	114	200	200	400
Health Insurance	51314	12,709	16,800	10,600	37,400
<b>Total Personnel Services</b>		<b>\$ 137,776</b>	<b>\$ 195,900</b>	<b>\$ 146,000</b>	<b>\$ 362,300</b>
<b>Operating Expenditures</b>					
Contract Services - Private	53111	\$ 3,338	\$ 3,500	\$ 3,400	\$ 18,500
<b>Total Operating Expenditures</b>		<b>\$ 3,338</b>	<b>\$ 3,500</b>	<b>\$ 3,400</b>	<b>\$ 18,500</b>
<b>Transfer to Other Funds</b>					
Transfers to Other Funds	54999	\$ 288,687	\$ 288,300	\$ 288,300	\$ 287,700
<b>Total Transfer to Other Funds</b>		<b>\$ 288,687</b>	<b>\$ 288,300</b>	<b>\$ 288,300</b>	<b>\$ 287,700</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 429,801</b>	<b>\$ 487,700</b>	<b>\$ 437,700</b>	<b>\$ 668,500</b>



# Transportation – Prop “A” Fund

## Summary

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 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 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 and providing transportation for special events.

## FY 2023-2024 Accomplishments

- ★ Provided quality local transit services to the community with a total of 62,446 riders on the Link and 3,374 riders on the Dial-a-Ride shuttle.
- ★ Continued the sale of discounted Metro (MTA) and Foothill Transit bus passes totaling 192 passes.

## FY 2024-2025 Goals

- ▶ To provide quality local transit services to the community through La Puente LINK and Dial-A-Ride.
- ▶ Continue to maintain existing bus shelters within the City.
- ▶ 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.

Authorized Positions	Actual 2022-23	Actual 2023-24	Adopted Budget 2024-25
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	0.06	0.06	0.06
Accounting Technician II	0.15	0.15	0.15
Accounting Assistant	0.60	0.60	0.80
Associate Planner	0.20	0.20	0.20
<b>Total FTE</b>	<b>1.21</b>	<b>1.21</b>	<b>1.41</b>

Transportation – Prop “A” Fund

210-3130

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 156,350	\$ 158,900	\$ 148,100	\$ 187,800	18%
Operating Expenditures	887,482	912,600	906,500	939,100	3%
<b>TOTAL</b>	<b>\$ 1,043,832</b>	<b>\$ 1,071,500</b>	<b>\$ 1,054,600</b>	<b>\$ 1,126,900</b>	<b>5%</b>
<b>FUNDING SOURCES</b>					
210 - Prop “A” Fund	\$ 1,043,832	\$ 1,071,500	\$ 1,054,600	\$ 1,126,900	5%

**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 (80%), and Associate Planner (20%)
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursement
51312	Disability Insurance	Disability insurance & survivor’s benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53211	Postage & Mailing Services	Postage
53415	Community Outreach	Transit related portion of a City publication and delivery costs
53816	Bus Shelter Maintenance	Bus stop cleaning, shelter repair and maintenance
53914	Special Event Transportation	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	MIS/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated vehicle charges



## Transportation – Prop “A” Fund

210-3130

## Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full Time	51111	\$ 108,285	\$ 112,800	\$ 108,200	\$ 130,300
Retirement	51211	19,990	14,000	13,300	16,700
FICA/Medicare	51212	1,569	1,700	1,600	1,900
Other Health - DOC	51311	863	2,500	1,400	2,900
Disability Insurance	51312	929	1,900	1,000	2,200
Life Insurance	51313	223	300	200	300
Health Insurance	51314	24,491	25,700	22,400	33,500
<b>Total Personnel Services</b>		<b>\$ 156,350</b>	<b>\$ 158,900</b>	<b>\$ 148,100</b>	<b>\$ 187,800</b>
<b>Operating Expenditures</b>					
Postage & Mailing Services	53211	\$ -	\$ 1,000	\$ 500	\$ 1,000
Community Outreach	53415	6	1,000	500	1,000
Bus Shelter Maintenance	53816	67,510	55,000	50,000	55,000
Special Event Transportation	53914	-	500	100	500
Public Transit Subsidy	53915	20,789	17,500	16,800	17,500
Dial-A-Ride Services	53916	112,838	92,500	130,200	133,000
Fixed Route Shuttle	53917	634,506	698,500	662,000	681,900
Dues & Memberships	53971	10,333	10,400	10,200	10,400
MIS/Equipment Charges	53996	4,200	4,800	4,800	6,300
Vehicle Charges	53997	37,300	31,400	31,400	32,500
<b>Total Operating Expenditures</b>		<b>\$ 887,482</b>	<b>\$ 912,600</b>	<b>\$ 906,500</b>	<b>\$ 939,100</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 1,043,832</b>	<b>\$ 1,071,500</b>	<b>\$ 1,054,600</b>	<b>\$ 1,126,900</b>



# 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 2024-2025 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.

<b>Authorized Positions</b>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Adopted Budget 2024-25</b>
Director of Administrative Services	0.02	0.02	0.02
Director of Development Services	0.20	0.35	0.35
Administrative Assistant	0.07	0.07	0.07
Finance Manager	0.08	0.08	0.08
Accounting Technician II	0.02	0.02	0.02
<b>Total FTE</b>	<b>0.39</b>	<b>0.54</b>	<b>0.54</b>

**Transportation – Prop “C” Fund** 215-3130

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 47,116	\$ 119,900	\$ 88,100	\$ 124,200	4%
<b>TOTAL</b>	<b>\$ 47,116</b>	<b>\$ 119,900</b>	<b>\$ 88,100</b>	<b>\$ 124,200</b>	<b>4%</b>

<b>FUNDING SOURCES</b>					
215 - Prop “C” Fund	\$ 47,116	\$ 119,900	\$ 88,100	\$ 124,200	4%

**ACCOUNT NUMBER EXPLANATION**

<p>51111 Salaries - Full Time</p> <p>51211 Retirement</p> <p>51212 FICA/Medicare</p> <p>51311 Other Health - DOC</p> <p>51312 Disability Insurance</p> <p>51313 Life Insurance</p> <p>51314 Health Insurance</p>	<p>Salaries of Director of Administrative Services (2%), Director of Development Services (35%), Administrative Assistant (7%), Finance Manager (8%), and Accounting Technician II (2%)</p> <p>City share of CalPERS retirement for department employees</p> <p>Medicare benefits for full-time and part-time employees</p> <p>Dental, optical and audio reimbursement</p> <p>Disability insurance &amp; survivor’s benefits</p> <p>Term life insurance</p> <p>CalPERS health insurance coverage</p>
--	--

## Transportation – Prop “C” Fund

215-3130

**Expenditure Breakdown**

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full Time	51111	\$ 37,682	\$ 94,800	\$ 71,500	\$ 96,500
Retirement	51211	3,684	8,600	5,600	8,900
FICA/Medicare	51212	547	1,400	1,100	1,400
Other Health - DOC	51311	278	1,100	600	1,100
Disability Insurance	51312	316	1,600	600	1,700
Life Insurance	51313	41	200	200	200
Health Insurance	51314	4,568	12,200	8,500	14,400
<b>Total Personnel Services</b>		<b>\$ 47,116</b>	<b>\$ 119,900</b>	<b>\$ 88,100</b>	<b>\$ 124,200</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 47,116</b>	<b>\$ 119,900</b>	<b>\$ 88,100</b>	<b>\$ 124,200</b>





# 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**

	<b>FY 2022-2023 Actual</b>	<b>FY 2023-2024 Adopted Budget</b>	<b>FY 2023-2024 Estimated</b>	<b>FY 2024-2025 Adopted Budget</b>	<b>% Change from Prior Year Budget</b>
<b>BUDGET IN BRIEF</b>					
Debt Services	\$ 262,838	\$ 261,800	\$ 261,800	\$ 260,600	0%
<b>TOTAL</b>	<b>\$ 262,838</b>	<b>\$ 261,800</b>	<b>\$ 261,800</b>	<b>\$ 260,600</b>	<b>0%</b>
<b>FUNDING SOURCES</b>					
305 - Series 2019A Debt Service Fund	\$ 262,838	\$ 261,800	\$ 261,800	\$ 260,600	0%

**ACCOUNT NUMBER EXPLANATION**

53989	Principal Payments	Payment of Series 2019A Principal Payment
53990	Interest Payments	Payment of Series 2019A Interest Payment



Series 2019A Debt Service Fund

305-3120

**Expenditure Breakdown**

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Debt Services</b>					
Principal Payments	53989	\$ 150,000	\$ 155,000	\$ 155,000	\$ 160,000
Interest Payments	53990	112,838	106,800	106,800	100,600
<b>Total Debt Services</b>		<b>\$ 262,838</b>	<b>\$ 261,800</b>	<b>\$ 261,800</b>	<b>\$ 260,600</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 262,838</b>	<b>\$ 261,800</b>	<b>\$ 261,800</b>	<b>\$ 260,600</b>





# 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**

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Debt Services	\$ 235,400	\$ 235,000	\$ 235,000	\$ 234,400	0%
<b>TOTAL</b>	<b>\$ 235,400</b>	<b>\$ 235,000</b>	<b>\$ 235,000</b>	<b>\$ 234,400</b>	<b>0%</b>

<b>FUNDING SOURCES</b>					
310 - Series 2019B Debt Service Fund	\$ 235,400	\$ 235,000	\$ 235,000	\$ 234,400	0%

**ACCOUNT NUMBER EXPLANATION**

53989	Principal Payments	Payment of Series 2019B Principal Payment
53990	Interest Payments	Payment of Series 2019B Interest Payment

## Series 2019B Debt Service Fund

310-3120

**Expenditure Breakdown**

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Debt Services</b>					
Principal Payments	53989	\$ 135,000	\$ 140,000	\$ 140,000	\$ 145,000
Interest Payments	53990	100,400	95,000	95,000	89,400
<b>Total Debt Services</b>		<b>\$ 235,400</b>	<b>\$ 235,000</b>	<b>\$ 235,000</b>	<b>\$ 234,400</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 235,400</b>	<b>\$ 235,000</b>	<b>\$ 235,000</b>	<b>\$ 234,400</b>





# Transportation - Capital Projects Fund

## Summary

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

**Transportation - Capital Projects Fund** 400-3120

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Debt Services	\$ 53,287	\$ 53,300	\$ 53,300	\$ 53,300	0%
Transfer to Other Funds	15,382	-	-	-	0%
<b>TOTAL</b>	<b>\$ 68,669</b>	<b>\$ 53,300</b>	<b>\$ 53,300</b>	<b>\$ 53,300</b>	<b>0%</b>
<b>FUNDING SOURCES</b>					
400 - Capital Projects Fund	\$ 68,669	\$ 53,300	\$ 53,300	\$ 53,300	0%

**ACCOUNT NUMBER EXPLANATION**

53990	Debt Service Payments	Payment of City of Industry Valley Blvd Projects loan
54999	Transfers to Other Funds	2022A Cost of Debt Issuance



## Transportation - Capital Projects Fund

400-3120

**Expenditure Breakdown**

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Debt Services</b>					
Debt Service Payments	53990	\$ 53,287	\$ 53,300	\$ 53,300	\$ 53,300
<b>Total Debt Services</b>		<b>\$ 53,287</b>	<b>\$ 53,300</b>	<b>\$ 53,300</b>	<b>\$ 53,300</b>
<b>Transfer to Other Funds</b>					
Transfers to Other Funds	54999	\$ 15,382	\$ -	\$ -	\$ -
<b>Total Transfer to Other Funds</b>		<b>\$ 15,382</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 68,669</b>	<b>\$ 53,300</b>	<b>\$ 53,300</b>	<b>\$ 53,300</b>



# Planning/Zoning Services

## Summary

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

### FY 2023-2024 Accomplishments

- ★ Obtained approval from SCAG of the Sustainable Communities Program - Civic Engagement, Equity, and Environmental Justice (SCP-CEEEJ) grant to adopt regulations for mixed-use housing at under-utilized commercial properties addressing the City's RHNA requirements.
- ★ Approved approximately 38 Accessory Dwelling Units (ADUs) throughout the City.
- ★ Approved entitlement applications for several projects and facilitated the establishment of new businesses including Arte Y Cocina Market, Burlington, Northgate (remodel), Starbucks, Autozone Mega Hub, and La Carniceria Meat Market.
- ★ Drafted an updated ADU ordinance pending final review by HCD and adoption by the City Council.
- ★ Completed several community engagement efforts for the preparation of draft planning documents including the Safety Element, Environmental Justice Element, and the Local Hazard Mitigation Plan.
- ★ Updated and implemented new Planning and Zoning fees.

### FY 2024-2025 Goals

- ▶ Maintain open communication with developers to encourage infill housing developments to meet the City's RHNA numbers.
- ▶ Prioritize and facilitate applications involving the creation of new housing including Tentative Maps and Site Plan and Design Review applications.
- ▶ Plan and implement the goals, policies, and programs of the 6th Cycle Housing Element, which includes collaborating with SCAG and ActiveSGV on the SCP-CEEEJ project to allow mixed-use housing at under-utilized commercial properties.
- ▶ Continue efforts to complete the adoption of the Safety and Environmental Justice Elements.
- ▶ Initiate public outreach efforts for, and continue to draft the City's Local Hazard Mitigation Plan update.
- ▶ Implement economic development efforts and strategies to attract new businesses to the City.

<b>Authorized Positions</b>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Adopted Budget 2024-25</b>
Director of Development Services	0.10	0.10	0.05
Planning Manager	0.00	1.00	1.00
Senior Planner	1.00	0.00	0.00
Associate Planner	0.80	0.80	0.80
Administrative Assistant	0.30	0.30	0.30
<b>Total FTE</b>	<b>2.20</b>	<b>2.20</b>	<b>2.15</b>

Planning/Zoning Services

100-3300

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 356,830	\$ 320,000	\$ 363,600	\$ 328,400	3%
Operating Expenditures	68,186	145,800	125,500	121,900	-16%
Transfer to Other Funds	544,143	-	-	-	0%
<b>TOTAL</b>	<b>\$ 969,159</b>	<b>\$ 465,800</b>	<b>\$ 489,100</b>	<b>\$ 450,300</b>	<b>-3%</b>

<b>FUNDING SOURCES</b>					
100 - General Fund	\$ 969,159	\$ 465,800	\$ 489,100	\$ 450,300	-3%

**ACCOUNT NUMBER EXPLANATION**

51111	Salaries - Full Time	Salaries for Director of Development Services (5%), Planning Manager (100%), Associate Planner (80%) and Administrative Assistant (30%)
51117	Overtime	Overtime pay for employees
51118	Leave Conversion Incentives	Conversion of earned leave
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursement
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	Consultant services for implementation of various General Plan elements
53116	Commission/Committee Services	Stipend for Planning Commission 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	Staff attendance of ICSC and other conferences and trainings
53976	Special Departmental	Business cards, logo shirts and name plates for planning commissioners
53996	MIS/Equipment Charges	Allocated information technology and equipment charges
54999	Transfers to Other Funds	Transfer to the Capital Improvement Fund for purchase of land

## Planning/Zoning Services

100-3300

### Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full Time	51111	\$ 255,338	\$ 235,500	\$ 276,300	\$ 242,500
Overtime	51117	-	4,500	1,000	3,000
Leave Conversion Incentives	51118	18,574	14,000	10,000	14,000
Retirement	51211	46,115	30,000	33,100	31,600
FICA/Medicare	51212	4,106	3,500	4,200	3,600
Other Health - DOC	51311	1,569	4,400	2,500	4,300
Disability Insurance	51312	2,315	4,000	2,600	4,100
Life Insurance	51313	445	500	500	500
Health Insurance	51314	28,368	23,600	33,400	24,800
<b>Total Personnel Services</b>		<b>\$ 356,830</b>	<b>\$ 320,000</b>	<b>\$ 363,600</b>	<b>\$ 328,400</b>
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 977	\$ 1,200	\$ 800	\$ 1,200
Contract Services - Private	53111	29,014	100,000	84,000	64,700
Commission/Committee Services	53116	1,740	4,700	3,000	9,400
Printing & Publishing	53411	6,318	7,000	5,000	7,000
Dues & Memberships	53971	1,654	1,500	1,600	1,600
Conferences & Meetings	53972	5,157	7,200	6,300	8,900
Special Departmental	53976	1,526	1,000	1,600	1,600
MIS/Equipment Charges	53996	21,800	23,200	23,200	27,500
<b>Total Operating Expenditures</b>		<b>\$ 68,186</b>	<b>\$ 145,800</b>	<b>\$ 125,500</b>	<b>\$ 121,900</b>
<b>Transfer to Other Funds</b>					
Transfers to Other Funds	54999	\$ 544,143	\$ -	\$ -	\$ -
<b>Total Transfer to Other Funds</b>		<b>\$ 544,143</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 969,159</b>	<b>\$ 465,800</b>	<b>\$ 489,100</b>	<b>\$ 450,300</b>


▶ Planning/Zoning Services 280-3300

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ 731,619	\$ 3,300,000	\$ 3,300,000	\$ 2,000,000	-39%
<b>TOTAL</b>	<b>\$ 731,619</b>	<b>\$ 3,300,000</b>	<b>\$ 3,300,000</b>	<b>\$ 2,000,000</b>	<b>-39%</b>

<b>FUNDING SOURCES</b>					
280 - Miscellaneous Grants Fund	\$ 731,619	\$ 3,300,000	\$ 3,300,000	\$ 2,000,000	-39%

**ACCOUNT NUMBER EXPLANATION**

53111 Contract Services - Private Youth Workforce Development Grant

 Planning/Zoning Services

280-3300

**Expenditure Breakdown**

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Operating Expenditures</b>					
Contract Services - Private	53111	\$ 731,619	\$ 3,300,000	\$ 3,300,000	\$ 2,000,000
<b>Total Operating Expenditures</b>		<b>\$ 731,619</b>	<b>\$ 3,300,000</b>	<b>\$ 3,300,000</b>	<b>\$ 2,000,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 731,619</b>	<b>\$ 3,300,000</b>	<b>\$ 3,300,000</b>	<b>\$ 2,000,000</b>







# 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 2023-2024 Accomplishments

- ★ Issued 1,248 building permits and performed 2,631 building inspections.
- ★ Completed 377 residential and 20 commercial building plan check reviews.

## FY 2024-2025 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 Development project located at 15861 Main Street, the tenant improvement projects for Northgate Market, Burlington, Big Saver Foods and the new Starbucks coming into the Plaza De Hacienda (Food 4 Less) shopping center.

**Building and Safety Services** 100-3310

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ 574,993	\$ 393,500	\$ 532,400	\$ 576,600	47%
<b>TOTAL</b>	<b>\$ 574,993</b>	<b>\$ 393,500</b>	<b>\$ 532,400</b>	<b>\$ 576,600</b>	<b>47%</b>

<b>FUNDING SOURCES</b>					
100 - General Fund	\$ 574,993	\$ 393,500	\$ 532,400	\$ 576,600	47%

**ACCOUNT NUMBER EXPLANATION**

53011	Operating Supplies	Office supplies for the Building & Safety department
53111	Contract Services - Private	Provides for contract building and safety services
53976	Special Departmental	Miscellaneous special departmental supplies

## Building and Safety Services

100-3310

**Expenditure Breakdown**

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 3,529	\$ 3,000	\$ 3,200	\$ 3,500
Contract Services - Private	53111	571,014	390,000	528,700	572,300
Special Departmental	53976	450	500	500	800
<b>Total Operating Expenditures</b>		<b>\$ 574,993</b>	<b>\$ 393,500</b>	<b>\$ 532,400</b>	<b>\$ 576,600</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 574,993</b>	<b>\$ 393,500</b>	<b>\$ 532,400</b>	<b>\$ 576,600</b>



# 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, and stimulates the revitalization of older declining neighborhoods through the elimination of slum and blight conditions.

## FY 2023-2024 Accomplishments

- ★ Initiated and completed 6 CDBG funded rehabilitation grants and 2 Cal Home funded loans.
- ★ Approved and delivered 15 Business Start-Up Grants to assist existing and new businesses in the City.
- ★ Developed a First Time Homebuyer Program to assist new homeowners with down payment assistance and closing costs and initiated and completed 1 First Time Homebuyer Assistance loan utilizing PLHA funds.

## FY 2024-2025 Goals

- ▶ Deliver 14 housing rehabilitation grants and 6 loans.
- ▶ Deliver 6 First-time homebuyer down payment assistance loans.

Authorized Positions	Actual 2022-23	Actual 2023-24	Adopted Budget 2024-25
Finance Manager	0.03	0.03	0.03
Accounting Technician II	0.04	0.04	0.04
Housing & Grants Analyst	0.00	0.00	1.00
Rehabilitation Grant Specialist	1.00	1.00	0.00
Community Services Coordinator	0.40	0.40	0.40
Chief/Director of Public Safety	0.00	0.00	0.20
Code Enforcement Manager	0.20	0.00	0.00
Senior Code Enforcement Supervisor	0.00	0.30	0.00
Community Outreach Coordinator	1.00	1.50	0.00
Community Resource Technician	1.50	1.50	0.00
Maintenance Asst. - Beautification	5.00	0.00	0.00
Code Enforcement Officer	0.00	1.00	0.40
Code Enforcement Officer (Part Time)	3.00	0.50	0.50
Office Specialist	0.00	0.40	0.55
<b>Total FTE</b>	<b>12.17</b>	<b>6.67</b>	<b>3.12</b>

## Housing and Community Services

100-3320

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 105,059	\$ 98,700	\$ 95,100	\$ 123,400	25%
Operating Expenditures	14,852	179,800	183,700	20,300	-89%
Transfer to Other Funds	-	77,500	77,500	83,800	8%
<b>TOTAL</b>	<b>\$ 119,911</b>	<b>\$ 356,000</b>	<b>\$ 356,300</b>	<b>\$ 227,500</b>	<b>-36%</b>

<b>FUNDING SOURCES</b>					
100 - General Fund	\$ 119,911	\$ 356,000	\$ 356,300	\$ 227,500	-36%

### ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full Time	Salary for Housing & Grants Analyst (70%)
51112	Salaries - Part Time	Salaries of Part-Time Staff
51117	Overtime	Overtime pay for employees
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursement
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 & Meetings	Seminars and workshops for current and new projects.
53976	Special Departmental	Miscellaneous special departmental supplies
53981	Grants & Loans - Commercial	Grants for local businesses
53996	MIS/Equipment Charges	Allocated information technology and equipment charges
54999	Transfers to Other Funds	Transfer to the Housing Fund for the 20% set-aside

## Housing and Community Services

100-3320

## Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full Time	51111	\$ 60,964	\$ 62,400	\$ 63,100	\$ 65,500
Salaries - Part Time	51112	-	-	-	17,600
Overtime	51117	-	500	300	500
Retirement	51211	24,743	9,700	9,100	12,000
FICA/Medicare	51212	884	1,000	800	1,300
Other Health - DOC	51311	1,227	6,400	3,700	5,300
Disability Insurance	51312	527	1,100	600	1,100
Life Insurance	51313	129	200	200	200
Health Insurance	51314	16,585	17,400	17,300	19,900
<b>Total Personnel Services</b>		<b>\$ 105,059</b>	<b>\$ 98,700</b>	<b>\$ 95,100</b>	<b>\$ 123,400</b>
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 674	\$ 600	\$ 1,400	\$ 600
Contract Services - Private	53111	9,526	8,200	10,400	11,500
Printing & Publishing	53411	-	200	100	200
Conferences & Meetings	53972	125	500	300	500
Special Departmental	53976	327	500	1,400	1,200
Grants & Loans - Commercial	53981	-	165,000	165,300	-
MIS/Equipment Charges	53996	4,200	4,800	4,800	6,300
<b>Total Operating Expenditures</b>		<b>\$ 14,852</b>	<b>\$ 179,800</b>	<b>\$ 183,700</b>	<b>\$ 20,300</b>
<b>Transfer to Other Funds</b>					
Transfers to Other Funds	54999	\$ -	\$ 77,500	\$ 77,500	\$ 83,800
<b>Total Transfer to Other Funds</b>		<b>\$ -</b>	<b>\$ 77,500</b>	<b>\$ 77,500</b>	<b>\$ 83,800</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 119,911</b>	<b>\$ 356,000</b>	<b>\$ 356,300</b>	<b>\$ 227,500</b>

CDBG Fund

260-3320

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 234,041	\$ 296,100	\$ 286,300	\$ 274,400	-7%
Operating Expenditures	62,440	113,900	147,200	114,000	0%
<b>TOTAL</b>	<b>\$ 296,481</b>	<b>\$ 410,000</b>	<b>\$ 433,500</b>	<b>\$ 388,400</b>	<b>-5%</b>
<b>FUNDING SOURCES</b>					
260 - CDBG Fund	\$ 296,481	\$ 410,000	\$ 433,500	\$ 388,400	-5%

**ACCOUNT NUMBER EXPLANATION**

51111	Salaries - Full Time	Salaries for Chief/Director of Public Safety (20%), Finance Manager (3%), Accounting Technician II (4%), Housing & Grants Analyst (30%); Community Services Coordinator (40%), Code Enf. Officer (40%), and Office Specialist (55%)
51112	Salaries - Part Time	Salaries of Part-Time Staff
51211	Retirement	City share of CalPERS retirement for department employees
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 housing rehab program
53012	Small Tools & Equipment	Small tools & equipment for CDBG program
53015	Uniform/Boot Reimbursement	Uniform costs for department employees
53972	Conferences & Meetings	CACEO Conference, Davis Bacon and Fair Housing training
53977	Grants & Loans - Residential	Costs for housing rehab construction grant program which includes construction, asbestos/lead testing, abatement and abatement clearance monitoring



CDBG Fund

260-3320

## Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full Time	51111	\$ 130,187	\$ 184,600	\$ 181,400	\$ 161,600
Salaries - Part Time	51112	52,292	32,900	34,900	50,500
Retirement	51211	14,565	20,200	20,100	20,100
FICA/Medicare	51212	2,647	3,200	3,200	3,100
Disability Insurance	51312	1,096	3,100	1,600	2,700
Life Insurance	51313	306	600	300	400
Health Insurance	51314	32,948	51,500	44,800	36,000
<b>Total Personnel Services</b>		<b>\$ 234,041</b>	<b>\$ 296,100</b>	<b>\$ 286,300</b>	<b>\$ 274,400</b>
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 4,452	\$ 1,200	\$ 800	\$ 1,200
Small Tools & Equipment	53012	4,163	1,500	1,000	1,500
Uniform/Boot Reimbursement	53015	-	-	600	1,000
Conferences & Meetings	53972	40	1,200	800	1,200
Grants & Loans - Residential	53977	53,785	110,000	144,000	109,100
<b>Total Operating Expenditures</b>		<b>\$ 62,440</b>	<b>\$ 113,900</b>	<b>\$ 147,200</b>	<b>\$ 114,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 296,481</b>	<b>\$ 410,000</b>	<b>\$ 433,500</b>	<b>\$ 388,400</b>

American Rescue Plan Act Fund

263-3320

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 751,261	\$ -	\$ -	\$ -	0%
Operating Expenditures	1,121,374	306,300	164,300	142,000	-54%
Capital Outlay	178,455	-	-	-	0%
Transfer to Other Funds	4,849,830	-	-	-	0%
<b>TOTAL</b>	<b>\$ 6,900,920</b>	<b>\$ 306,300</b>	<b>\$ 164,300</b>	<b>\$ 142,000</b>	<b>-54%</b>

**FUNDING SOURCES**

263 - American Rescue Plan Act Fund	\$ 6,900,920	\$ 306,300	\$ 164,300	\$ 142,000	-54%
-------------------------------------	--------------	------------	------------	------------	------

**ACCOUNT NUMBER EXPLANATION**

51111	Salaries - Full Time	Salaries for Full-Time employees
51112	Salaries - Part Time	Salaries of PT Beautification Programs staff
51117	Overtime	Overtime pay for employees
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursement
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 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
53406	Recruitment Expenses	Pre-employment physicals and fingerprinting
53411	Printing & Publishing	Costs related to community publications
53416	Social Media Technology	Social media technology contract costs
53972	Conferences & Meetings	Lodging costs for consultant
53981	Grants & Loans - Commercial	Costs for business grants
53993	Youth Activities Program	Costs for allocation to non-profit youth groups
54585	Furniture/Office Equipment	Costs for purchase of furniture and equipment for city facilities
54999	Transfers to Other Funds	Transfer to other funds for purchase of equipment

## American Rescue Plan Act Fund

263-3320

## Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full Time	51111	\$ 173,329	\$ -	\$ -	\$ -
Salaries - Part Time	51112	520,381	-	-	-
Overtime	51117	681	-	-	-
Retirement	51211	13,614	-	-	-
FICA/Medicare	51212	10,229	-	-	-
Other Health - DOC	51311	2,496	-	-	-
Disability Insurance	51312	1,562	-	-	-
Life Insurance	51313	458	-	-	-
Health Insurance	51314	28,511	-	-	-
<b>Total Personnel Services</b>		<b>\$ 751,261</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 39,335	\$ -	\$ -	\$ -
Small Tools & Equipment	53012	26,845	-	2,400	-
Uniform/Boot Reimbursement	53015	3,062	-	200	-
Contract Services - Private	53111	287,737	306,300	141,700	142,000
Recruitment Expenses	53406	8,788	-	-	-
Printing & Publishing	53411	1,206	-	-	-
Social Media Technology	53416	225,456	-	-	-
Conferences & Meetings	53972	198	-	-	-
Grants & Loans - Commercial	53981	165,000	-	20,000	-
Youth Activities Program	53993	363,747	-	-	-
<b>Total Operating Expenditures</b>		<b>\$ 1,121,374</b>	<b>\$ 306,300</b>	<b>\$ 164,300</b>	<b>\$ 142,000</b>
<b>Capital Outlay</b>					
Furniture/Office Equipment	54585	\$ 178,455	\$ -	\$ -	\$ -
<b>Total Capital Outlay</b>		<b>\$ 178,455</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Transfer to Other Funds</b>					
Transfers to Other Funds	54999	\$ 4,849,830	\$ -	\$ -	\$ -
<b>Total Transfer to Other Funds</b>		<b>\$ 4,849,830</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 6,900,920</b>	<b>\$ 306,300</b>	<b>\$ 164,300</b>	<b>\$ 142,000</b>

**Permanent Local Housing Fund (PLHA) 264-3320**

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ -	\$ -	\$ -	300,000	0%
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>300,000</b>	<b>0%</b>

<b>FUNDING SOURCES</b>						
264 - Permanent Local Housing Fund (PHLA)	\$	- \$	- \$	- \$	300,000	0%

**ACCOUNT NUMBER EXPLANATION**

53977 Grants & Loans - Residential Homebuyer assistance from CA Dept. of Housing & Community Development

## Permanent Local Housing Fund (PLHA)

264-3320

**Expenditure Breakdown**

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Operating Expenditures</b>					
Grants & Loans - Residential	53977	\$ -	\$ -	\$ -	300,000
<b>Total Operating Expenditures</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>300,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>300,000</b>

**Cal Home Grant Fund** 265-3320

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ -	\$ 155,000	\$ 185,000	\$ 155,000	0%
Transfer to Other Funds	3,385	5,000	3,000	3,000	-40%
<b>TOTAL</b>	<b>\$ 3,385</b>	<b>\$ 160,000</b>	<b>\$ 188,000</b>	<b>\$ 158,000</b>	<b>-1%</b>
<b>FUNDING SOURCES</b>					
265 - Cal Home Loans	\$ 3,385	\$ 160,000	\$ 188,000	\$ 158,000	-1%

**ACCOUNT NUMBER EXPLANATION**

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

## Cal Home Grant Fund

265-3320

**Expenditure Breakdown**

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Operating Expenditures</b>					
Grants & Loans - Residential	53977	\$ -	\$ 155,000	\$ 185,000	\$ 155,000
<b>Total Operating Expenditures</b>		<b>\$ -</b>	<b>\$ 155,000</b>	<b>\$ 185,000</b>	<b>\$ 155,000</b>
<b>Transfer to Other Funds</b>					
Transfers to Other Funds	54999	\$ 3,385	\$ 5,000	\$ 3,000	\$ 3,000
<b>Total Transfer to Other Funds</b>		<b>\$ 3,385</b>	<b>\$ 5,000</b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 3,385</b>	<b>\$ 160,000</b>	<b>\$ 188,000</b>	<b>\$ 158,000</b>





# 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 2023-2024 Accomplishments

- ★ Performed initial intake and documentation for displaced individuals within the City, offering resources to those individuals.
- ★ Successfully attained housing, substance abuse rehabilitation, employment, and mental health services for contacted individuals.
- ★ Attained gainful employment for individuals with the City.

## FY 2024-2025 Goals

- ▶ New position entitled “Community Outreach Program Supervisor” - replaces 1 FTE Community Outreach Coordinator - to provide better management and planning of support services.
- ▶ Continue to connect displaced individuals with housing, nutrition, medical care, substance abuse and mental health treatment.

Authorized Positions	Actual 2022-23	Actual 2023-24	Adopted Budget 2024-25
Community Outreach Program Supervisor	0.00	0.00	1.00
Community Outreach Coordinator	1.00	0.50	5.00
Community Resource Technician	0.50	0.50	0.00
<b>Total FTE</b>	<b>1.50</b>	<b>1.00</b>	<b>6.00</b>

Community Outreach

100-3325

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 110,686	\$ 1,042,600	\$ 905,200	\$ 550,700	-47%
Operating Expenditures	15,449	117,100	42,000	65,700	-44%
<b>TOTAL</b>	<b>\$ 126,135</b>	<b>\$ 1,159,700</b>	<b>\$ 947,200</b>	<b>\$ 616,400</b>	<b>-47%</b>
<b>FUNDING SOURCES</b>					
100 - General Fund	\$ 126,135	\$ 1,159,700	\$ 947,200	\$ 616,400	-47%

**ACCOUNT NUMBER EXPLANATION**

51111	Salaries - Full Time	Salaries for Community Outreach Program Supervisor (100%) and Community Outreach Coordinator (500%)
51112	Salaries - Part Time	Salaries of PT Beautification Program staff
51117	Overtime	Overtime pay for employees
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursement
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	Supportive items for homeless individuals and office supplies for PROS Team
53012	Small Tools & Equipment	Small tools and miscellaneous equipment for PROS Team
53015	Uniform/Boot Reimbursement	Boot reimbursement for department staff
53111	Contract Services - Private	Services for unhoused individuals and families
53996	MIS/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated vehicle charges

## Community Outreach

100-3325

## Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full Time	51111	\$ 62,060	\$ 387,500	\$ 364,900	\$ 412,100
Salaries - Part Time	51112	-	513,400	415,700	-
Overtime	51117	24,055	-	6,000	2,500
Retirement	51211	5,813	33,900	31,800	35,600
FICA/Medicare	51212	1,257	13,400	11,500	6,000
Other Health - DOC	51311	1,070	12,000	4,600	12,000
Disability Insurance	51312	675	6,800	3,400	6,900
Life Insurance	51313	210	1,400	1,000	1,300
Health Insurance	51314	15,546	74,200	66,300	74,300
<b>Total Personnel Services</b>		<b>\$ 110,686</b>	<b>\$ 1,042,600</b>	<b>\$ 905,200</b>	<b>\$ 550,700</b>
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 49	\$ 30,000	\$ 4,900	\$ 5,000
Small Tools & Equipment	53012	-	25,000	4,600	5,000
Uniform/Boot Reimbursement	53015	-	3,000	2,400	3,000
Contract Services - Private	53111	-	34,000	5,000	10,000
MIS/Equipment Charges	53996	6,100	9,400	9,400	18,400
Vehicle Charges	53997	9,300	15,700	15,700	24,300
<b>Total Operating Expenditures</b>		<b>\$ 15,449</b>	<b>\$ 117,100</b>	<b>\$ 42,000</b>	<b>\$ 65,700</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 126,135</b>	<b>\$ 1,159,700</b>	<b>\$ 947,200</b>	<b>\$ 616,400</b>



# Parks

## Summary

The Parks Division is responsible for turf mowing, planting, trimming, and irrigation of all City parks and open space, and landscaping at City facilities to provide an inviting appearance. This division maintains the 22 acre La Puente Park and Sports Complex. La Puente Park features picnic facilities, playgrounds, restrooms, athletic fields, basketball and pickleball courts, a skate park, snack bar, and the new LP Perk Café. This Division also oversees the maintenance of the Grace F. Napolitano Nature Education Center through private contract.

## FY 2023-2024 Accomplishments

- ★ Completed new lighting and sound structure for the amphitheater at La Puente Park.
- ★ Completed decorative concrete and raised planter areas around the amphitheater area.
- ★ Planted a new 30 foot tall mature sequoia tree at La Puente Park.
- ★ Remodeled the west restroom at La Puente Park near Hacienda Boulevard.
- ★ Installed the LP Perk Cafe' at La Puente Park with an outside patio area.

## FY 2024-2025 Goals

- ▶ Continue to maintain La Puente Park as the top athletic field complex in the region and as a quality passive park and exercise venue for all ages to enjoy.

Authorized Positions	Actual 2022-23	Actual 2023-24	Adopted Budget 2024-25
Director of Development Services	0.10	0.10	0.05
Maintenance Superintendent	0.10	0.10	0.18
Maintenance Supervisor	0.30	0.20	0.00
Maintenance Lead	0.00	1.00	1.00
Park Maintenance Worker	2.00	2.00	2.00
Maintenance Worker	2.43	2.43	5.05
Maintenance Worker (Part Time)	0.50	0.50	0.50
Maintenance Assistant (Part Time)	6.00	5.50	3.50
Administrative Assistant	0.27	0.27	0.27
<b>Total FTE</b>	<b>11.70</b>	<b>12.10</b>	<b>12.55</b>

Parks

100-3330

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 768,913	\$ 675,700	\$ 693,200	\$ 939,300	39%
Operating Expenditures	311,300	229,900	228,300	301,100	31%
<b>TOTAL</b>	<b>\$ 1,080,213</b>	<b>\$ 905,600</b>	<b>\$ 921,500</b>	<b>\$ 1,240,400</b>	<b>37%</b>
<b>FUNDING SOURCES</b>					
100 - General Fund	\$ 1,080,213	\$ 905,600	\$ 921,500	\$ 1,240,400	37%

**ACCOUNT NUMBER EXPLANATION**

51111	Salaries - Full Time	Salaries for Director of Development Services (5%), Maintenance Superintendent (18%), Maintenance Lead (60%) Park Maintenance Worker (135%), Maintenance Worker (505%) and Administrative Assistant (27%)
51112	Salaries - Part Time	Salaries of Part-Time Staff
51117	Overtime	Overtime pay for employees
51118	Leave Conversion Incentives	Conversion of earned leave
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursement
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 Reimbursement	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
53715	Utility - Communications	Provides for phone line for La Puente Park snack bar and maintenance yard (reclassified to Fund 285)
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
53996	MIS/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated vehicle charges

## Parks

100-3330

## Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full Time	51111	\$ 379,346	\$ 326,400	\$ 367,600	\$ 502,200
Salaries - Part Time	51112	177,640	180,400	142,300	151,300
Overtime	51117	50,600	20,000	35,000	25,000
Leave Conversion Incentives	51118	6,405	5,000	7,500	6,000
Retirement	51211	49,231	45,200	37,300	51,300
FICA/Medicare	51212	9,008	7,400	8,300	9,500
Other Health - DOC	51311	3,046	9,000	5,100	15,000
Disability Insurance	51312	3,478	5,500	3,400	8,400
Life Insurance	51313	831	1,000	900	1,600
Health Insurance	51314	89,328	75,800	85,800	169,000
<b>Total Personnel Services</b>		<b>\$ 768,913</b>	<b>\$ 675,700</b>	<b>\$ 693,200</b>	<b>\$ 939,300</b>
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 27,370	\$ 15,600	\$ 23,400	\$ 21,600
Small Tools & Equipment	53012	19,089	15,800	20,300	20,700
Uniform/Boot Reimbursement	53015	10,823	11,500	10,500	12,000
Contract Services - Private	53111	1,300	5,000	2,900	5,000
Utility - Communications	53715	536	2,200	-	-
Equipment Maintenance	53811	6,798	7,500	6,100	7,500
Facility Maintenance	53813	19,109	12,700	6,300	10,000
Park Maintenance & Repair	53822	195,195	55,000	54,700	60,000
Equipment Lease/Rental	53911	11,256	8,000	8,000	8,000
Conferences & Meetings	53972	-	1,000	500	1,000
Special Departmental	53976	924	1,000	1,000	1,000
MIS/Equipment Charges	53996	300	300	300	300
Vehicle Charges	53997	18,600	94,300	94,300	154,000
<b>Total Operating Expenditures</b>		<b>\$ 311,300</b>	<b>\$ 229,900</b>	<b>\$ 228,300</b>	<b>\$ 301,100</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 1,080,213</b>	<b>\$ 905,600</b>	<b>\$ 921,500</b>	<b>\$ 1,240,400</b>

Measure "A" Safe Parks Fund

283-3330

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 28,146	\$ 66,700	\$ 56,800	\$ 80,700	21%
Operating Expenditures	-	27,200	-	27,200	0%
<b>TOTAL</b>	<b>\$ 28,146</b>	<b>\$ 93,900</b>	<b>\$ 56,800</b>	<b>\$ 107,900</b>	<b>15%</b>
<b>FUNDING SOURCES</b>					
283 - Measure A Safe Parks Fund	\$ 28,146	\$ 93,900	\$ 56,800	\$ 107,900	15%

**ACCOUNT NUMBER EXPLANATION**

51111	Salaries - Full Time	Salaries of Maintenance Lead (40%) and Park Maintenance Worker (40%)
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursement
51312	Disability Insurance	Disability insurance & survivor's benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53822	Park Maintenance & Repair	Ongoing operation and maintenance of Measure A funded capital facilities



## Measure "A" Safe Parks Fund

283-3330

## Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full Time	51111	\$ 23,484	\$ 48,400	\$ 46,600	\$ 58,000
Retirement	51211	1,481	4,100	3,000	5,100
FICA/Medicare	51212	341	800	600	900
Other Health - DOC	51311	-	1,400	800	1,600
Disability Insurance	51312	164	900	400	1,000
Life Insurance	51313	22	200	100	200
Health Insurance	51314	2,654	10,900	5,300	13,900
<b>Total Personnel Services</b>		<b>\$ 28,146</b>	<b>\$ 66,700</b>	<b>\$ 56,800</b>	<b>\$ 80,700</b>
<b>Operating Expenditures</b>					
Park Maintenance & Repair	53822	\$ -	\$ 27,200	\$ -	\$ 27,200
<b>Total Operating Expenditures</b>		<b>\$ -</b>	<b>\$ 27,200</b>	<b>\$ -</b>	<b>\$ 27,200</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 28,146</b>	<b>\$ 93,900</b>	<b>\$ 56,800</b>	<b>\$ 107,900</b>

Lighting and Landscape Maintenance

285-3330

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 197,564	\$ 256,600	\$ 168,000	\$ 102,200	-60%
Operating Expenditures	788,146	771,800	846,100	949,100	23%
<b>TOTAL</b>	<b>\$ 985,710</b>	<b>\$ 1,028,400</b>	<b>\$ 1,014,100</b>	<b>\$ 1,051,300</b>	<b>2%</b>

<b>FUNDING SOURCES</b>					
285 - Lighting & Landscape	\$ 985,710	\$ 1,028,400	\$ 1,014,100	\$ 1,051,300	2%

**ACCOUNT NUMBER EXPLANATION**

51111	Salaries - Full Time	Salaries of Park Maintenance Worker (25%)
51112	Salaries - Part Time	Salaries of Part-Time Staff
51117	Overtime	Overtime pay for employees
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursement
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	MIS/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated vehicle charges

## Lighting and Landscape Maintenance

285-3330

## Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full Time	51111	\$ 64,829	\$ 66,200	\$ 55,700	\$ 18,000
Salaries - Part Time	51112	102,807	155,600	84,800	74,000
Overtime	51117	64	-	-	-
Retirement	51211	12,565	10,700	7,500	5,600
FICA/Medicare	51212	2,432	3,300	2,000	1,400
Other Health - DOC	51311	663	1,900	1,100	500
Disability Insurance	51312	571	1,200	600	300
Life Insurance	51313	162	200	200	100
Health Insurance	51314	13,471	17,500	16,100	2,300
<b>Total Personnel Services</b>		<b>\$ 197,564</b>	<b>\$ 256,600</b>	<b>\$ 168,000</b>	<b>\$ 102,200</b>
<b>Operating Expenditures</b>					
Contract Services - Private	53111	\$ 166,292	\$ 174,600	\$ 155,000	\$ 168,300
Utility - Gas	53711	2,436	1,000	2,800	2,900
Utility - Electricity	53712	297,591	235,800	320,000	325,000
Utility - Water	53714	29,005	36,100	40,000	42,200
Utility - Communications	53715	832	1,200	900	1,100
Facility Maintenance	53813	43,089	50,000	43,800	50,000
Landscape Maintenance	53814	33,924	40,500	59,700	59,000
Park Maintenance & Repair	53822	147,896	105,400	100,900	104,800
Equipment Lease/Rental	53911	18,281	22,500	18,300	22,500
MIS/Equipment Charges	53996	2,200	2,600	2,600	3,000
Vehicle Charges	53997	46,600	102,100	102,100	170,300
<b>Total Operating Expenditures</b>		<b>\$ 788,146</b>	<b>\$ 771,800</b>	<b>\$ 846,100</b>	<b>\$ 949,100</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 985,710</b>	<b>\$ 1,028,400</b>	<b>\$ 1,014,100</b>	<b>\$ 1,051,300</b>





# COMMUNITY SERVICES

**Annual Budget 2025**



# 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, and community outreach.

## FY 2023-2024 Accomplishments

- Expanded the Community Special Olympics Program to offer sports year-round.
- Offered free fitness classes for residents in partnership with 365 Athletix.
- Expanded Passport services days and times.
- Offered music classes in partnership with Mellow Man Ace and the Edutainment Program.
- Offered expanded Astronomy Nights in partnership with the Word Space Foundation.
- Created a Parent and Me class for children ages 6 months to 3 years old.

## FY 2024-2025 Goals

- Solicit and recruit instructors to offer a variety of new Recreation Contract classes.
- Provide weekend passport services opportunities throughout the year.
- Expand class/event offerings at the skate park in partnership with the La Puente Community Foundation.
- Implement a walking club program at La Puente Park

Authorized Positions	Actual 2022-23	Actual 2023-24	Adopted Budget 2024-25
Director of Community Services	1.00	1.00	1.00
Community Engagement Supervisor	0.50	0.50	0.50
Community Services Supervisor	1.00	1.00	1.00
Concession & Event Supervisor	0.00	0.00	1.00
Community Services Specialist	1.00	1.00	1.00
Community Services Specialist (Part Time)	2.00	1.50	1.50
Community Services Leader (Part Time)	6.50	8.00	7.00
Code Enforcement Officer (Part Time)	0.50	0.50	0.50
Concession & Event Specialist	0.00	0.00	2.00
<b>Total FTE</b>	<b>12.50</b>	<b>13.50</b>	<b>15.50</b>

Recreation Services

100-4100

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 750,911	\$ 970,400	\$ 815,700	\$ 1,051,800	8%
Operating Expenditures	243,364	266,400	155,700	192,500	-28%
<b>TOTAL</b>	<b>\$ 994,275</b>	<b>\$ 1,236,800</b>	<b>\$ 971,400</b>	<b>\$ 1,244,300</b>	<b>1%</b>
<b>FUNDING SOURCES</b>					
100 - General Fund	\$ 994,275	\$ 1,236,800	\$ 971,400	\$ 1,244,300	1%

**ACCOUNT NUMBER EXPLANATION**

51111	Salaries - Full Time	Salaries for Director of Community Services (100%), Community Engagement Supervisor (50%), Community Services Supervisor (100%), Community Service Specialist (100%), and Concession & Event Supervisor (100%)
51112	Salaries - Part Time	Salaries of Part-Time Staff
51117	Overtime	Overtime pay for employees
51118	Leave Conversion Incentives	Conversion of earned leave
51211	Retirement	City share of CalPERS retirement for department employees
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
53979	Special Events	Special event costs
53996	MIS/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated vehicle charges



## Recreation Services

100-4100

## Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full Time	51111	\$ 328,057	\$ 454,600	\$ 422,400	\$ 439,300
Salaries - Part Time	51112	212,131	315,000	219,500	400,100
Overtime	51117	4,257	6,000	4,000	6,000
Leave Conversion Incentives	51118	5,320	10,000	7,000	10,000
Retirement	51211	119,369	67,400	63,300	75,700
FICA/Medicare	51212	7,981	11,200	9,500	12,200
Other Health - DOC	51311	2,496	10,000	5,200	9,000
Disability Insurance	51312	2,856	7,500	4,600	7,400
Life Insurance	51313	616	1,100	800	1,000
Health Insurance	51314	67,828	87,600	79,400	91,100
<b>Total Personnel Services</b>		<b>\$ 750,911</b>	<b>\$ 970,400</b>	<b>\$ 815,700</b>	<b>\$ 1,051,800</b>
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 6,054	\$ 8,000	\$ 7,900	\$ 8,000
Small Tools & Equipment	53012	4,701	9,000	5,000	9,000
Contract Services - Private	53111	120,508	165,400	77,400	89,600
Contract Services - Public	53112	8,504	25,000	9,300	8,500
Utility - Gas	53711	4,063	2,000	1,800	2,000
Utility - Electricity	53712	31,110	14,300	7,000	10,000
Utility - Water	53714	3,380	3,500	3,500	3,500
Utility - Communications	53715	430	900	900	900
Equipment Maintenance	53811	10,444	7,000	9,400	8,000
Facility Maintenance	53813	8,406	1,000	3,200	2,500
Dues & Memberships	53971	1,030	1,300	1,300	1,300
Conferences & Meetings	53972	2,326	2,500	2,500	2,500
Special Departmental	53976	432	-	-	-
Special Events	53979	876	-	-	-
MIS/Equipment Charges	53996	17,800	18,600	18,600	30,500
Vehicle Charges	53997	23,300	7,900	7,900	16,200
<b>Total Operating Expenditures</b>		<b>\$ 243,364</b>	<b>\$ 266,400</b>	<b>\$ 155,700</b>	<b>\$ 192,500</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 994,275</b>	<b>\$ 1,236,800</b>	<b>\$ 971,400</b>	<b>\$ 1,244,300</b>



# 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 2023-2024 Accomplishments

- Expanded City-run youth sports leagues to a four-season schedule, totaling almost 1,000 participants for the year.
- Partnered with the Jr. Clippers for our youth basketball league.
- Fundamental Youth Sports classes were offered year-round, averaging 50 kids per session.
- Hosted a Los Angeles County 11 day voting center in March 2023.
- Offering new sports classes including lacrosse, volleyball and girls flag football.

## FY 2024-2025 Goals

- Increase teen involvement through the City’s Teen VOICE Program.
- Expand the open play programs for Adult Basketball and Volleyball and introduce badminton.
- Create and launch a facility rentals marketing plan for the Bridge Room, Citrus Courtyard, Rowland Room, Workman Room and Gymnasium.
- Implement a facility scheduling software.
- Re-Develop the Youth Activities Grant program and explore a potential partnership with La Puente Community Foundation.

<b>Authorized Positions</b>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Adopted Budget 2024-25</b>
Community Services Coordinator	1.00	1.00	1.00
Community Services Specialist	1.00	1.00	1.00
Community Services Specialist (Part Time)	1.50	1.50	1.50
Community Services Leader (Part Time)	4.50	5.50	5.50
<b>Total FTE</b>	<b>8.00</b>	<b>9.00</b>	<b>9.00</b>

Youth Learning Activity Center Services

100-4110

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 366,471	\$ 372,500	\$ 345,400	\$ 391,800	5%
Operating Expenditures	109,894	77,300	115,000	107,800	39%
<b>TOTAL</b>	<b>\$ 476,365</b>	<b>\$ 449,800</b>	<b>\$ 460,400</b>	<b>\$ 499,600</b>	<b>11%</b>

<b>FUNDING SOURCES</b>					
100 - General Fund	\$ 476,365	\$ 449,800	\$ 460,400	\$ 499,600	11%

**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
51117	Overtime	Overtime pay for employees
51211	Retirement	City share of CalPERS retirement for department employees
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 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	MIS/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated vehicle charges

## Youth Learning Activity Center Services

100-4110

## Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full Time	51111	\$ 130,925	\$ 134,300	\$ 134,200	\$ 136,900
Salaries - Part Time	51112	180,783	193,900	164,500	206,100
Overtime	51117	6,820	-	5,100	2,500
Retirement	51211	25,353	17,100	17,400	17,500
FICA/Medicare	51212	4,706	4,800	4,400	5,000
Other Health - DOC	51311	1,427	4,000	2,300	4,000
Disability Insurance	51312	1,216	2,300	1,300	2,300
Life Insurance	51313	360	500	400	500
Health Insurance	51314	14,881	15,600	15,800	17,000
<b>Total Personnel Services</b>		<b>\$ 366,471</b>	<b>\$ 372,500</b>	<b>\$ 345,400</b>	<b>\$ 391,800</b>
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 7,186	\$ 4,000	\$ 4,400	\$ 4,000
Small Tools & Equipment	53012	4,571	6,000	4,900	6,000
Printing & Publishing	53411	-	300	200	300
Utility - Gas	53711	3,596	4,000	4,800	5,000
Utility - Electricity	53712	38,469	22,500	45,700	22,500
Utility - Water	53714	3,380	3,100	3,100	3,100
Utility - Communications	53715	92	500	500	500
Equipment Maintenance	53811	2,258	5,000	5,000	5,000
Facility Maintenance	53813	455	700	700	700
Dues & Memberships	53971	145	500	400	500
Conferences & Meetings	53972	644	800	400	800
Special Departmental	53976	1,956	2,000	1,000	2,000
Sports Activities	53980	21,142	6,000	22,000	30,900
MIS/Equipment Charges	53996	12,000	14,000	14,000	18,400
Vehicle Charges	53997	14,000	7,900	7,900	8,100
<b>Total Operating Expenditures</b>		<b>\$ 109,894</b>	<b>\$ 77,300</b>	<b>\$ 115,000</b>	<b>\$ 107,800</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 476,365</b>	<b>\$ 449,800</b>	<b>\$ 460,400</b>	<b>\$ 499,600</b>



# 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 2023-2024 Accomplishments

- Increased daily attendance for programs and events.
- Provided free income tax preparation to the community.
- Services and courses are being re-established such as Driver Education and daily exercise classes.
- Return of monthly special events.
- Expanded fitness class offerings.
- Return of hot meal service through YWCA 5 days a week.
- Grab and go frozen meals continued on a weekly basis.
- Established relationships with local senior housing communities to better promote our services and programming.

### FY 2024-2025 Goals

- Expand beyond monthly special events throughout the year at the La Puente Senior Center.
- Offer outdoor fitness classes for Seniors at La Puente Park.
- Offer movie events at the Senior Center
- Develop intergenerational opportunities for the Seniors at the La Puente Senior Center.
- Explore opening the Senior Center on select Saturdays.
- Develop Computer and technology classes.
- Offer a Senior Bocce program at La Puente Park.

<b>Authorized Positions</b>	<b>Actual 2022-23</b>	<b>Actual 2023-24</b>	<b>Adopted Budget 2024-25</b>
Community Services Coordinator	0.60	0.60	0.60
Community Services Specialist	0.50	0.50	0.50
Community Services Leader	1.00	0.50	0.50
<b>Total FTE</b>	<b>2.10</b>	<b>1.60</b>	<b>1.60</b>

Senior Services

100-4130

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 87,027	\$ 99,800	\$ 81,500	\$ 102,600	3%
Operating Expenditures	70,174	72,100	76,100	77,300	7%
<b>TOTAL</b>	<b>\$ 157,201</b>	<b>\$ 171,900</b>	<b>\$ 157,600</b>	<b>\$ 179,900</b>	<b>5%</b>
<b>FUNDING SOURCES</b>					
100 - General Fund	\$ 157,201	\$ 171,900	\$ 157,600	\$ 179,900	5%

**ACCOUNT NUMBER EXPLANATION**

51111	Salaries - Full Time	Salaries for Community Service Coordinator (60%)
51112	Salaries - Part Time	Salaries of Part-Time Staff
51117	Overtime	Overtime pay for employees
51118	Leave Conversion Incentives	Conversion of earned leave
51211	Retirement	City share of CalPERS retirement for department employees
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
53715	Utility - Communications	Gas at Senior Center facility
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
53971	Dues & Memberships	Membership to California Parks and Recreation Society and National Recreation and Parks Associations
53979	Special Events	Provides supplies, catering, entertainment and decorations for monthly dances, excursions and volunteer recognition
53996	MIS/Equipment Charges	Allocated information technology and equipment charges



## Senior Services

100-4130

## Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full Time	51111	\$ 43,184	\$ 50,900	\$ 50,400	\$ 50,900
Salaries - Part Time	51112	17,990	27,300	9,000	29,900
Overtime	51117	1,633	500	1,400	500
Leave Conversion Incentives	51118	4,643	4,000	5,000	4,000
Retirement	51211	12,669	7,900	7,800	8,000
FICA/Medicare	51212	986	1,200	1,000	1,200
Other Health - DOC	51311	428	1,200	700	1,200
Disability Insurance	51312	395	900	500	900
Life Insurance	51313	99	200	100	200
Health Insurance	51314	5,000	5,700	5,600	5,800
<b>Total Personnel Services</b>		<b>\$ 87,027</b>	<b>\$ 99,800</b>	<b>\$ 81,500</b>	<b>\$ 102,600</b>
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 1,615	\$ 2,000	\$ 2,000	\$ 2,000
Small Tools & Equipment	53012	2,546	2,000	6,000	5,000
Printing & Publishing	53411	-	100	100	100
Utility - Gas	53711	4,166	2,500	2,500	2,500
Utility - Electricity	53712	12,480	9,700	9,700	9,700
Utility - Water	53714	1,934	2,000	2,000	2,000
Utility - Communications	53715	3,521	3,500	3,500	3,500
Equipment Maintenance	53811	7,789	7,000	7,000	7,000
Facility Maintenance	53813	23,180	25,000	25,000	25,000
Landscape Maintenance	53814	2,123	2,500	2,500	2,500
Subscriptions & Publications	53961	-	600	600	600
Dues & Memberships	53971	550	600	600	600
Special Events	53979	4,170	7,500	7,500	7,500
MIS/Equipment Charges	53996	6,100	7,100	7,100	9,300
<b>Total Operating Expenditures</b>		<b>\$ 70,174</b>	<b>\$ 72,100</b>	<b>\$ 76,100</b>	<b>\$ 77,300</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 157,201</b>	<b>\$ 171,900</b>	<b>\$ 157,600</b>	<b>\$ 179,900</b>





# 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 2023-2024 Accomplishments

- Held a stand alone Holiday Tree Lighting event in December 2023.
- SRLA 5k/10k Partnership in October 2023.
- Project LEAD program successfully ran mock City Council meetings and Youth in Government days as well as the inaugural LEADership Conference for local students.
- Assisted with the 3rd annual Brunch by the Bridge Pride Resource Fair in June 2024.
- Created a series of themed skate park events for roller skates, bikes, skateboards and youth.
- Assisted with numerous HEART Pet Clinics that took place at the La Puente Community Center.
- Coordinated Grace F. Napolitano Nature Education Center grand opening event in July 2023
- Hosted a Romeo and Juliet production in the Courtyard in partnership with Chola Vision Productions in December 2023.
- Provided support to La Puente National Little League in bringing back their parade in March 2024.
- Implemented a Concert in the Park sponsorship program in partnership with the La Puente Community Foundation.
- Created a Cinco de Mayo Celebration event in partnership with the La Puente Community Foundation.

## FY 2024-2025 Goals

- Identify new ways to promote the scholarship program.
- Increase promotion and expansion of the Military Banner Program.
- Increase promotion of activities and events throughout local school districts.
- Expand the Holiday event offerings in December.
- Expand Veteran Recognition throughout the year.

**Community Promotions** 100-4140

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ 275,444	\$ 728,600	\$ 641,100	\$ 332,100	-54%
Capital Outlay	-	65,000	-	-	-100%
<b>TOTAL</b>	<b>\$ 275,444</b>	<b>\$ 793,600</b>	<b>\$ 641,100</b>	<b>\$ 332,100</b>	<b>-58%</b>
<b>FUNDING SOURCES</b>					
100 - General Fund	\$ 275,444	\$ 793,600	\$ 641,100	\$ 332,100	-58%

**ACCOUNT NUMBER EXPLANATION**

<p>53111 Contract Services - Private</p> <p>53415 Community Outreach</p> <p>53416 Social Media Technology</p> <p>53976 Special Departmental</p> <p>53979 Special Events</p> <p>53992 Scholarships</p> <p>53993 Youth Activities Program</p> <p>54585 Furniture/Office Equipment</p>	<p>Expense for City Calendar and other publications.</p> <p>Production and delivery of City calendar and various community outreach resources</p> <p>Purchase of social media technology platforms</p> <p>Miscellaneous expenses for department</p> <p>Costs related to the City's annual events: 3rd of July, Concerts in the Park, Movies in the Park, Veteran's Day, Parade &amp; Tree Lighting, Excursions, Spring Egg Hunt, etc.</p> <p>Provides for scholarship grants for residents at \$500 each</p> <p>Provides funding to low and moderate income families for youth activities in the form of grants.</p>
---	--

## Community Promotions

100-4140

## Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Operating Expenditures</b>					
Contract Services - Private	53111	\$ 391	\$ -	\$ -	\$ -
Community Outreach	53415	12,069	5,100	14,500	20,100
Social Media Technology	53416	7,370	337,400	240,000	173,000
Special Departmental	53976	1,108	-	-	-
Special Events	53979	243,235	250,100	250,100	118,000
Scholarships	53992	8,310	8,500	9,000	9,000
Youth Activities Program	53993	2,961	127,500	127,500	12,000
<b>Total Operating Expenditures</b>		<b>\$ 275,444</b>	<b>\$ 728,600</b>	<b>\$ 641,100</b>	<b>\$ 332,100</b>
<b>Capital Outlay</b>					
Furniture/Office Equipment	54585	\$ -	\$ 65,000	\$ -	\$ -
<b>Total Capital Outlay</b>		<b>\$ -</b>	<b>\$ 65,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 275,444</b>	<b>\$ 793,600</b>	<b>\$ 641,100</b>	<b>\$ 332,100</b>





# PROPRIETARY FUNDS

**Annual Budget 2025**







# Sewer

## Summary

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

## FY 2023-2024 Accomplishments

- ★ Cleaned approximately 115,000 linear feet of sewer lines as part of the City's triennial sewer cleaning program.

## FY 2024-2025 Goals

- ▶ Clean 134,000 linear feet of sewer line in Zone 1 as part of the City's triennial sewer cleaning program.
- ▶ Completion of a report examining the capacity and condition of the sewer, and the identification of possible required capital upgrades.

Sewer

500-3210

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ 507,187	\$ 392,000	\$ 314,900	\$ 390,800	0%
Debt Services	237,967	573,700	573,700	577,500	1%
Transfer to Other Funds	264,883	267,200	268,100	281,500	5%
<b>TOTAL</b>	<b>\$ 1,010,037</b>	<b>\$ 1,232,900</b>	<b>\$ 1,156,700</b>	<b>\$ 1,249,800</b>	<b>1%</b>

<b>FUNDING SOURCES</b>					
500 - Sewer Construction/Maintenance	\$ 1,010,037	\$ 1,232,900	\$ 1,156,700	\$ 1,249,800	1%

**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
53989	Principal Payments	Principal payment on 2016 Sewer Revenue Bonds
53990	Interest Payments	Interest payment on 2016 Sewer Revenue Bonds
53999	Depreciation Expense	Depreciation of City owned equipment
54999	Transfers to Other Funds	Transfer to General Fund for Administrative Costs

Sewer 500-3210

**Expenditure Breakdown**

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Operating Expenditures</b>					
Contract Services - Private	53111	\$ 241,750	\$ 120,000	\$ 60,000	\$ 130,000
Contract Services - Public	53112	21,119	26,500	10,000	15,000
Printing & Publishing	53411	-	1,000	500	1,000
Special Departmental	53976	-	500	100	500
Depreciation Expense	53999	244,318	244,000	244,300	244,300
<b>Total Operating Expenditures</b>		<b>\$ 507,187</b>	<b>\$ 392,000</b>	<b>\$ 314,900</b>	<b>\$ 390,800</b>
<b>Debt Services</b>					
Principal Payments	53989	\$ -	\$ 375,000	\$ 375,000	\$ 390,000
Interest Payments	53990	237,967	198,700	198,700	187,500
<b>Total Debt Services</b>		<b>\$ 237,967</b>	<b>\$ 573,700</b>	<b>\$ 573,700</b>	<b>\$ 577,500</b>
<b>Transfer to Other Funds</b>					
Transfers to Other Funds	54999	\$ 264,883	\$ 267,200	\$ 268,100	\$ 281,500
<b>Total Transfer to Other Funds</b>		<b>\$ 264,883</b>	<b>\$ 267,200</b>	<b>\$ 268,100</b>	<b>\$ 281,500</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 1,010,037</b>	<b>\$ 1,232,900</b>	<b>\$ 1,156,700</b>	<b>\$ 1,249,800</b>





# 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 2023-2024 Accomplishments

- ★ Began rollout of consolidated laptop/desktop docking station model.
- ★ Planned and coordinated hardware and software architecture for public safety body-worn cameras.
- ★ Oversaw audiovisual installation at La Puente Park Amphitheater.

## FY 2024-2025 Goals

- ▶ Implementation of newly procured cybersecurity software.
- ▶ Upgrade City Council chamber and conference room technology infrastructure including audiovisual systems and integration with agenda/minute software.

**Equipment Replacement** 550-6100

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ 277,570	\$ 285,000	\$ 362,500	\$ 262,000	-8%
<b>TOTAL</b>	<b>\$ 277,570</b>	<b>\$ 285,000</b>	<b>\$ 362,500</b>	<b>\$ 262,000</b>	<b>-8%</b>

<b>FUNDING SOURCES</b>					
550 - Equipment Replacement Fund	\$ 277,570	\$ 285,000	\$ 362,500	\$ 262,000	-8%

**ACCOUNT NUMBER EXPLANATION**

53017	Software & Licensing	Computer licensing fees and software
53018	Computer Hardware & Supplies	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

**Expenditure Breakdown**

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Operating Expenditures</b>					
Software & Licensing	53017	\$ 93,499	\$ 97,300	\$ 96,900	\$ 118,800
Computer Hardware & Supplies	53018	85,031	153,100	183,700	60,500
Contract Services - Private	53111	66,740	9,600	41,900	42,700
Equipment Lease/Rental	53911	515	-	-	-
Depreciation Expense	53999	31,785	25,000	40,000	40,000
<b>Total Operating Expenditures</b>		<b>\$ 277,570</b>	<b>\$ 285,000</b>	<b>\$ 362,500</b>	<b>\$ 262,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 277,570</b>	<b>\$ 285,000</b>	<b>\$ 362,500</b>	<b>\$ 262,000</b>







# 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 2023-2024 Accomplishments

- ★ Procured various vehicles for use in operating departments.

## FY 2024-2025 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.

## Vehicle Maintenance and Replacement

555-3150

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ 461,504	\$ 450,600	\$ 639,300	\$ 835,400	85%
Capital Outlay	4,479	32,100	92,000	25,000	-22%
Debt Services	8,482	5,000	10,100	10,000	100%
<b>TOTAL</b>	<b>\$ 474,465</b>	<b>\$ 487,700</b>	<b>\$ 741,400</b>	<b>\$ 870,400</b>	<b>78%</b>
<b>FUNDING SOURCES</b>					
555 - Vehicle Replacement Fund	\$ 474,465	\$ 487,700	\$ 741,400	\$ 870,400	78%

### ACCOUNT NUMBER EXPLANATION

53014	Fuel	Fuel costs for city owned vehicles
53812	Vehicle Maintenance	General maintenance and repairs of city owned vehicles
53912	Vehicle Lease	Monthly lease and maintenance of Enterprise Fleet vehicles
53991	Interest Expense	Interest on leases of vehicles
53999	Depreciation Expense	Depreciation of city owned vehicles
54484	Vehicle Purchase	Vehicle purchases

▶ Vehicle Maintenance and Replacement 555-3150

**Expenditure Breakdown**

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Operating Expenditures</b>					
Fuel	53014	\$ 109,907	\$ 121,000	\$ 129,600	\$ 136,100
Vehicle Maintenance	53812	89,832	50,000	87,900	61,000
Vehicle Lease	53912	48,293	144,600	124,900	253,200
Depreciation Expense	53999	213,472	135,000	296,900	385,100
<b>Total Operating Expenditures</b>		<b>\$ 461,504</b>	<b>\$ 450,600</b>	<b>\$ 639,300</b>	<b>\$ 835,400</b>
<b>Capital Outlay</b>					
Vehicle Purchase	54484	\$ 4,479	\$ 32,100	\$ 92,000	\$ 25,000
<b>Total Capital Outlay</b>		<b>\$ 4,479</b>	<b>\$ 32,100</b>	<b>\$ 92,000</b>	<b>\$ 25,000</b>
<b>Debt Services</b>					
Interest Expense	53991	\$ 8,482	\$ 5,000	\$ 10,100	\$ 10,000
<b>Total Debt Services</b>		<b>\$ 8,482</b>	<b>\$ 5,000</b>	<b>\$ 10,100</b>	<b>\$ 10,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 474,465</b>	<b>\$ 487,700</b>	<b>\$ 741,400</b>	<b>\$ 870,400</b>





# SUCCESSOR AGENCY

**Annual Budget 2025**





# 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

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ 2,975	\$ 4,100	\$ 3,000	\$ 4,100	0%
Debt Services	512,123	628,400	628,400	617,400	-2%
Transfer to Other Funds	15,000	402,600	402,600	434,200	8%
<b>TOTAL</b>	<b>\$ 530,098</b>	<b>\$ 1,035,100</b>	<b>\$ 1,034,000</b>	<b>\$ 1,055,700</b>	<b>2%</b>

<b>FUNDING SOURCES</b>					
610 - RPTTF Fund	\$ 530,098	\$ 1,035,100	\$ 1,034,000	\$ 1,055,700	2%

**ACCOUNT NUMBER EXPLANATION**

53111	Contract Services - Private	Continuing disclosure for TABS
53114	Legal Services - General	Legal expenses
53966	Fiscal Agent Fees	Fiscal agent fees for TABS
53988	Interest Expense - Advance	Interest on repayment of City loans to former RDA
53990	Debt Service Payments	Principal payment on TABS
53991	Interest Expense	Interest expense on TABS
54999	Transfers 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



## Successor Agency

610-5100

## Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
<b>Operating Expenditures</b>					
Contract Services - Private	53111	\$ 1,475	\$ 1,500	\$ 1,500	\$ 1,500
Legal Services - General	53114	-	1,000	-	1,000
Fiscal Agent Fees	53966	1,500	1,600	1,500	1,600
<b>Total Operating Expenditures</b>		<b>\$ 2,975</b>	<b>\$ 4,100</b>	<b>\$ 3,000</b>	<b>\$ 4,100</b>
<b>Debt Services</b>					
Interest Expense - Advance	53988	\$ -	\$ 372,600	\$ 372,600	\$ 357,700
Debt Service Payments	53990	512,123	135,000	135,000	145,000
Interest Expense	53991	-	120,800	120,800	114,700
<b>Total Debt Services</b>		<b>\$ 512,123</b>	<b>\$ 628,400</b>	<b>\$ 628,400</b>	<b>\$ 617,400</b>
<b>Transfer to Other Funds</b>					
Transfers to Other Funds	54999	\$ 15,000	\$ 402,600	\$ 402,600	\$ 434,200
<b>Total Transfer to Other Funds</b>		<b>\$ 15,000</b>	<b>\$ 402,600</b>	<b>\$ 402,600</b>	<b>\$ 434,200</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 530,098</b>	<b>\$ 1,035,100</b>	<b>\$ 1,034,000</b>	<b>\$ 1,055,700</b>





# CAPITAL IMPROVEMENT PROGRAM (CIP)

**Annual Budget 2025**



## CIP Overview

### Fiscal Year 2024-2025

#### Capital Expenditure Definition

The City's Capital Improvement Program (CIP) consists of 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 and restricted special revenue funds, to implement the City's identified CIP projects.
- Complete CIP projects in a timely fashion with the least amount of inconvenience to the general public.
- Administer the capital improvement projects so as to minimize the need for change orders and cost overruns.

#### Effect on Operating Budget

- Current year revenues are not used to fund capital projects in the General Fund.
- Special revenue fund CIP projects are funded using a mixture of current year revenues and fund balances.
- The total CIP budget for FY 2024/2025 is \$7,222,800.

#### CIP Project Descriptions Fiscal Year 2024-2025

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

**Local Streets Pavement Resurfacing** - Design and construction of large scale improvements to residential and arterial/collector streets throughout the City through cold milling the existing asphalt and applying new rubberized asphalt to the street, along with concrete curb, gutter and sidewalk repairs.

**Council Chamber Renovation** - Updates to technology in Council Chamber and adjacent conference room area, including major audiovisual system upgrades and telephonic/communications upgrades.

**HAWK Signal-Hacienda/Pritchard** - Final construction completion of a high intensity activated crosswalk ("HAWK") signal allowing for safe pedestrian traffic crossing Hacienda Blvd. at Pritchard Street near La Puente Park.

**Park Activity Center** - Construction of a 4,400 square foot Activity Center building at La Puente Park adjacent to the Community/Youth Learning Activity Center facility.

**Inyo Street Storm Drain Improvements** - Construction of storm drain, catch basin, sidewalk and driveway apron improvements to address localized flooding issues and improve water quality.

**Animal Shelter/Kennel** - Design and construction of a brand new animal shelter located on City-owned land at the intersection of Valley Blvd. and Old Valley Blvd. This includes engineering and construction of the kennel premises, utilities, offices, and auxiliary structures.

**Dog Park - Old Valley Boulevard** - Park facilities adjacent to the animal shelter at Valley/Old Valley; design and construction of landscaping, lighting, fencing, restrooms, and recreational facilities.

**Local Streets Slurry Seal** - Pavement preservation project to local residential streets as a preventative maintenance activity to preserve the longevity and structure of the roadway surface.

**ATP Cycle 6** - Active Transportation Program, dedicated to encouraging infrastructure that benefits non-motorized users, as well as promoting safety for pedestrians and cyclists in the public right-of-way.

## CIP by Projects Fiscal Year 2024-2025

Acct. No.	Project Title	Fund	FY 2023-2024				FY 2024-2025 Adopted Budget
			FY 2022-2023 Actual	Adopted Budget	FY 2023-2024 Estimated		
200-5514	ADA Transition Plan Implementation	Gas Tax	\$ -	\$ 20,000	\$ -	\$ 10,000	
	<b>Total ADA Transition Plan Implementation</b>		<b>\$ -</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ 10,000</b>	
210-5547	Bus Shelter Replacement/Refurbishment	Prop A	\$ 421,464	\$ -	\$ -	\$ -	
280-5547	Bus Shelter Replacement/Refurbishment	State Grant	40,000	-	-	-	
	<b>Total Bus Shelter Replacement/Refurbishment</b>		<b>\$ 461,464</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
203-5586	Crosswalk Enhancements (8 locations)	Measure M	\$ 26,336	\$ 307,300	\$ 435,900	\$ -	
205-5586	Crosswalk Enhancements (8 locations)	Measure R	-	190,300	290,300	-	
230-5586	Crosswalk Enhancements (8 locations)	HSIP	4,105	706,000	706,000	-	
	<b>Total Crosswalk Enhancements (8 locations)</b>		<b>\$ 30,441</b>	<b>\$ 1,203,600</b>	<b>\$ 1,432,200</b>	<b>\$ -</b>	
215-5587	Major Street Resurfacing	Prop C	\$ 118,900	\$ -	\$ -	\$ -	
	<b>Total Major Street Resurfacing</b>		<b>\$ 118,900</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
203-5590	Concrete Repairs - Various Locations	Measure M	\$ 18,866	\$ -	\$ 175,000	\$ -	
220-5590	Concrete Repairs - Various Locations	TDA	-	-	56,200	-	
	<b>Total Concrete Repairs - Various Locations</b>		<b>\$ 18,866</b>	<b>\$ -</b>	<b>\$ 231,200</b>	<b>\$ -</b>	
100-5596	Park Improvements	General Fund	\$ 380,399	\$ 220,000	\$ 370,000	\$ -	
	<b>Total Park Improvements</b>		<b>\$ 380,399</b>	<b>\$ 220,000</b>	<b>\$ 370,000</b>	<b>\$ -</b>	
202-5598	Local Streets Pavement Resurfacing	RMRA/SB1	\$ 6,560	\$ 2,968,000	\$ 2,794,600	\$ 300,000	
203-5598	Local Streets Pavement Resurfacing	Measure M	-	225,000	224,900	-	
205-5598	Local Streets Pavement Resurfacing	Measure R	-	214,000	213,900	-	
215-5598	Local Streets Pavement Resurfacing	Prop C	-	1,052,900	1,522,700	200,000	
405-5598	Local Streets Pavement Resurfacing	2019A Cap. Proj.	142,270	683,000	668,600	-	
410-5598	Local Streets Pavement Resurfacing	2019B Cap. Proj.	142,270	233,200	218,800	-	
	<b>Total Local Streets Pavement Resurfacing</b>		<b>\$ 291,100</b>	<b>\$ 5,376,100</b>	<b>\$ 5,643,500</b>	<b>\$ 500,000</b>	
203-5601	Unruh Wall-Amar to Flynn	Measure M	\$ 151,749	\$ -	\$ -	\$ -	
205-5601	Unruh Wall-Amar to Flynn	Measure R	347,607	-	-	-	
	<b>Total Unruh Wall-Amar to Flynn</b>		<b>\$ 499,356</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
280-5606	Park and Rec Grant	State Grant	\$ 3,339,208	\$ 332,900	\$ 109,800	\$ -	
	<b>Total Park and Rec Grant</b>		<b>\$ 3,339,208</b>	<b>\$ 332,900</b>	<b>\$ 109,800</b>	<b>\$ -</b>	
280-5607	RMC Grant	State Grant	\$ 27,532	\$ -	\$ -	\$ -	

## CIP by Projects Fiscal Year 2024-2025

Acct. No.	Project Title	Fund	FY 2022-2023		FY 2023-2024		FY 2024-2025 Adopted Budget
			Actual	Adopted Budget	Estimated	Adopted Budget	
	<b>Total RMC Grant</b>		\$ 27,532	\$ -	\$ -	\$ -	-
400-5608	Energy Efficiency Project	Capital Proj.	\$ 1,225,534	\$ -	\$ 31,200	\$ -	-
	<b>Total Energy Efficiency Project</b>		\$ 1,225,534	\$ -	\$ 31,200	\$ -	-
100-5609	Council Chamber Renovation	General Fund	\$ -	\$ 940,200	\$ -	\$ 300,000	-
263-5609	Council Chamber Renovation	ARPA	88,123	-	-	-	-
	<b>Total Council Chamber Renovation</b>		\$ 88,123	\$ 940,200	\$ -	\$ 300,000	-
263-5610	Nature Park Renovation	ARPA	\$ 154,148	\$ -	\$ -	\$ -	-
	<b>Total Nature Park Renovation</b>		\$ 154,148	\$ -	\$ -	\$ -	-
400-5611	Old Valley Parcel Purchase	Capital Proj.	\$ 526,743	\$ -	\$ -	\$ -	-
	<b>Total Old Valley Parcel Purchase</b>		\$ 526,743	\$ -	\$ -	\$ -	-
203-5612	High Vis Crosswalk-Old Valley/First	Measure M	\$ -	\$ 85,000	\$ 173,900	\$ -	-
220-5612	High Vis Crosswalk-Old Valley/First	TDA	-	-	42,300	-	-
	<b>Total High Vis Crosswalk-Old Valley/First</b>		\$ -	\$ 85,000	\$ 216,200	\$ -	-
202-5613	HAWK Signal-Hacienda/Pritchard	RMRA/SB1	\$ -	\$ -	\$ 55,000	\$ -	-
203-5613	HAWK Signal-Hacienda/Pritchard	Measure M	-	305,000	200,000	25,000	-
	<b>Total HAWK Signal-Hacienda/Pritchard</b>		\$ -	\$ 305,000	\$ 255,000	\$ 25,000	-
100-5614	Park Activity Center	General Fund	\$ -	\$ -	\$ -	\$ 197,800	-
280-5614	Park Activity Center	State Grant	-	-	-	3,950,000	-
	<b>Total Park Activity Center</b>		\$ -	\$ -	\$ -	\$ 4,147,800	-
284-5615	Inyo St. Storm Drain & Drywell	Measure W	\$ -	\$ -	\$ 75,000	\$ 500,000	-
	<b>Total Inyo St. Storm Drain &amp; Drywell</b>		\$ -	\$ -	\$ 75,000	\$ 500,000	-
100-5617	Animal Shelter/Kennel	General Fund	\$ -	\$ -	\$ -	\$ 640,000	-
	<b>Total Animal Shelter/Kennel</b>		\$ -	\$ -	\$ -	\$ 640,000	-
283-5618	Dog Park-Old Valley Blvd.	Measure A	\$ -	\$ -	\$ -	\$ 750,000	-
	<b>Total Dog Park-Old Valley Blvd.</b>		\$ -	\$ -	\$ -	\$ 750,000	-
202-5619	Local Streets Slurry Seal	RMRA/SB1	\$ -	\$ -	\$ -	\$ 250,000	-
	<b>Total Local Streets Slurry Seal</b>		\$ -	\$ -	\$ -	\$ 250,000	-



## CIP by Projects Fiscal Year 2024-2025

Acct. No.	Project Title	Fund	FY 2022-2023		FY 2023-2024		FY 2024-2025
			Actual	Adopted Budget	Estimated	Adopted Budget	
202-5620	ATP Cycle 6	RMRA/SB1	\$ -	\$ -	\$ -	\$ -	100,000
<b>Total ATP Cycle 6</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>100,000</b>
<b>GRAND TOTAL</b>			<b>\$ 7,161,814</b>	<b>\$ 8,482,800</b>	<b>\$ 8,364,100</b>	<b>\$ 7,222,800</b>	

## CIP by Fund Fiscal Year 2024-2025

Acct. No.	Project Title	Fund	FY 2023-2024			
			FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
100-5596	Park Improvements	General Fund	\$ 380,399	\$ 220,000	\$ 370,000	\$ -
100-5609	Council Chamber Renovation	General Fund	-	940,200	-	300,000
100-5614	Park Activity Center	General Fund	-	-	-	197,800
100-5617	Animal Shelter/Kennel	General Fund	-	-	-	640,000
<b>Total General Fund</b>			<b>\$ 380,399</b>	<b>\$ 1,160,200</b>	<b>\$ 370,000</b>	<b>\$ 1,137,800</b>
200-5514	ADA Transition Plan Implementation	Gas Tax	\$ -	\$ 20,000	\$ -	\$ 10,000
<b>Total Gas Tax</b>			<b>\$ -</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ 10,000</b>
202-5598	Local Streets Pavement Resurfacing	RMRA/SB1	\$ 6,560	\$ 2,968,000	\$ 2,794,600	\$ 300,000
202-5613	HAWK Signal-Hacienda/Pritchard	RMRA/SB1	-	-	55,000	-
202-5619	Local Streets Slurry Seal	RMRA/SB1	-	-	-	250,000
202-5620	ATP Cycle 6	RMRA/SB1	-	-	-	100,000
<b>Total RMRA/SB1</b>			<b>\$ 6,560</b>	<b>\$ 2,968,000</b>	<b>\$ 2,849,600</b>	<b>\$ 650,000</b>
203-5586	Crosswalk Enhancements (8 locations)	Measure M	\$ 26,336	\$ 307,300	\$ 435,900	\$ -
203-5590	Concrete Repairs - Various Locations	Measure M	18,866	-	175,000	-
203-5598	Local Streets Pavement Resurfacing	Measure M	-	225,000	224,900	-
203-5601	Unruh Wall-Amar to Flynn	Measure M	151,749	-	-	-
203-5612	High Vis Crosswalk-Old Valley/First	Measure M	-	85,000	173,900	-
203-5613	HAWK Signal-Hacienda/Pritchard	Measure M	-	305,000	200,000	25,000
<b>Total Measure M</b>			<b>\$ 196,951</b>	<b>\$ 922,300</b>	<b>\$ 1,209,700</b>	<b>\$ 25,000</b>
205-5586	Crosswalk Enhancements (8 locations)	Measure R	\$ -	\$ 190,300	\$ 290,300	\$ -
205-5598	Local Streets Pavement Resurfacing	Measure R	-	214,000	213,900	-
205-5601	Unruh Wall-Amar to Flynn	Measure R	347,607	-	-	-
<b>Total Measure R</b>			<b>\$ 347,607</b>	<b>\$ 404,300</b>	<b>\$ 504,200</b>	<b>\$ -</b>
210-5547	Bus Shelter Replacement/Refurbishment	Prop A	\$ 421,464	\$ -	\$ -	\$ -
<b>Total Prop A</b>			<b>\$ 421,464</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
215-5587	Major Street Resurfacing	Prop C	\$ 118,900	\$ -	\$ -	\$ -
215-5598	Local Streets Pavement Resurfacing	Prop C	-	1,052,900	1,522,700	200,000
<b>Total Prop C</b>			<b>\$ 118,900</b>	<b>\$ 1,052,900</b>	<b>\$ 1,522,700</b>	<b>\$ 200,000</b>
220-5590	Concrete Repairs - Various Locations	TDA	\$ -	\$ -	\$ 56,200	\$ -
220-5612	High Vis Crosswalk-Old Valley/First	TDA	-	-	42,300	-
<b>Total TDA</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ 98,500</b>	<b>\$ -</b>
230-5586	Crosswalk Enhancements (8 locations)	HSIP	\$ 4,105	\$ 706,000	\$ 706,000	\$ -
<b>Total HSIP</b>			<b>\$ 4,105</b>	<b>\$ 706,000</b>	<b>\$ 706,000</b>	<b>\$ -</b>

## CIP by Fund Fiscal Year 2024-2025

Acct. No.	Project Title	Fund	FY 2023-2024				FY 2024-2025 Adopted Budget
			FY 2022-2023 Actual	Adopted Budget	FY 2023-2024 Estimated		
263-5609	Council Chamber Renovation	ARPA	\$ 88,123	\$ -	\$ -	\$ -	-
263-5610	Nature Park Renovation	ARPA	154,148	-	-	-	-
<b>Total ARPA</b>			<b>\$ 242,271</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
280-5547	Bus Shelter Replacement/Refurbishment	State Grant	\$ 40,000	\$ -	\$ -	\$ -	-
280-5606	Park and Rec Grant	State Grant	3,339,208	332,900	109,800	-	-
280-5607	RMC Grant	State Grant	27,532	-	-	-	-
280-5614	Park Activity Center	State Grant	-	-	-	-	3,950,000
<b>Total State Grant</b>			<b>\$ 3,406,740</b>	<b>\$ 332,900</b>	<b>\$ 109,800</b>	<b>\$ -</b>	<b>3,950,000</b>
283-5618	Dog Park-Old Valley Blvd.	Measure A	\$ -	\$ -	\$ -	\$ -	750,000
<b>Total Measure A</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>750,000</b>
284-5615	Inyo St. Storm Drain & Drywell	Measure W	\$ -	\$ -	\$ 75,000	\$ -	500,000
<b>Total Measure W</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>500,000</b>
400-5608	Energy Efficiency Project	Capital Proj.	\$ 1,225,534	\$ -	\$ 31,200	\$ -	-
400-5611	Old Valley Parcel Purchase	Capital Proj.	526,743	-	-	-	-
<b>Total Capital Proj.</b>			<b>\$ 1,752,277</b>	<b>\$ -</b>	<b>\$ 31,200</b>	<b>\$ -</b>	<b>-</b>
405-5598	Local Streets Pavement Resurfacing	2019A Cap. Proj.	\$ 142,270	\$ 683,000	\$ 668,600	\$ -	-
<b>Total 2019A Cap. Proj.</b>			<b>\$ 142,270</b>	<b>\$ 683,000</b>	<b>\$ 668,600</b>	<b>\$ -</b>	<b>-</b>
410-5598	Local Streets Pavement Resurfacing	2019B Cap. Proj.	\$ 142,270	\$ 233,200	\$ 218,800	\$ -	-
<b>Total 2019B Cap. Proj.</b>			<b>\$ 142,270</b>	<b>\$ 233,200</b>	<b>\$ 218,800</b>	<b>\$ -</b>	<b>-</b>
<b>GRAND TOTAL</b>			<b>\$ 7,161,814</b>	<b>\$ 8,482,800</b>	<b>\$ 8,364,100</b>	<b>\$ -</b>	<b>7,222,800</b>

## Summary of Capital Improvement Projects Fiscal Year 2024-2025 Funding Sources

Acct. No.	Project Title	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Adopted Budget
100	General Fund	\$ 380,399	\$ 1,160,200	\$ 370,000	\$ 1,137,800
200	Gas Tax	-	20,000	-	10,000
202	RMRA/SB1	6,560	2,968,000	2,849,600	650,000
203	Measure M	196,951	922,300	1,209,700	25,000
205	Measure R	347,607	404,300	504,200	-
210	Prop A	421,464	-	-	-
215	Prop C	118,900	1,052,900	1,522,700	200,000
220	TDA	-	-	98,500	-
230	HSIP	4,105	706,000	706,000	-
263	ARPA	242,271	-	-	-
280	State Grant	3,406,740	332,900	109,800	3,950,000
283	Measure A	-	-	-	750,000
284	Measure W	-	-	75,000	500,000
400	Capital Proj.	1,752,277	-	31,200	-
405	2019A Cap. Proj.	142,270	683,000	668,600	-
410	2019B Cap. Proj.	142,270	233,200	218,800	-
<b>Total Funding Sources</b>		<b>\$ 7,161,814</b>	<b>\$ 8,482,800</b>	<b>\$ 8,364,100</b>	<b>\$ 7,222,800</b>

## ADA Transition Plan Implementation

Category	Fund	Project Code
Streets/Road Repair	200	5514
Priority		
<input checked="" type="checkbox"/> Preventative / Proactive	<input type="checkbox"/> Replacement/Refurbishment	New Facility



Description	Project Timeline
Completion of miscellaneous items identified in the City's updated Self Evaluation and Transition Plan.	<b>Design</b> Fall 2024 <b>Construction</b> Ongoing
Justification	
Development and implementation of a plan for compliance with Americans with Disabilities Act (ADA) standards for handicapped accessibility of streets, sidewalks, curbs, and gutters.	

Funding Detail						
Funding Source	FY24-25 Budget Year 1 (tot)	FY25-26 Year 2 (tot)	FY26-27 Year 3 (tot)	FY27-28 Year 4 (tot)	FY28-29 Year 5 (tot)	TOTAL 5-Year (tot)
200 - Gas Tax	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
<b>Totals</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000</b>

## Local Streets Pavement Resurfacing

Category	Funds	Project Code
Streets/Road Repair	202 203 205 215 405 410	5598
Priority		
<input type="checkbox"/> Preventative / Proactive	<input checked="" type="checkbox"/> Replacement/Refurbishment	New Facility



Description	Project Timeline
Design and engineering component for next phase of street pavement resurfacing. Focus on residential streets identified as being in poor condition. Construction will take place in FY25/26.	<b>Design</b> Spring 2025
<b>Justification</b> Existing streets are original construction, and have not been replaced in decades. This creates safety hazards for users.	<b>Construction</b> Spring 2026

Funding Detail						
Funding Source	FY24-25 Budget Year 1 (tot)	FY25-26 Year 2 (tot)	FY26-27 Year 3 (tot)	FY27-28 Year 4 (tot)	FY28-29 Year 5 (tot)	TOTAL 5-Year (tot)
202 - RMRA/SB1	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
215 - Prop C	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
<b>Totals</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>

## Council Chamber Renovation

Category	Funds	Project Code
Facilities Improvement	100 263	5609
Priority		
<input type="checkbox"/> Preventative / Proactive	<input checked="" type="checkbox"/> Replacement/Refurbishment	New Facility



Description	Project Timeline				
Improvements to the City Hall council chambers consisting of new technology and physical changes to the council chambers to enhance the public's experience when attending meetings.	<table border="1"> <tr> <td><b>Design</b></td> <td>Fall 2024</td> </tr> <tr> <td><b>Construction</b></td> <td>Spring 2025</td> </tr> </table>	<b>Design</b>	Fall 2024	<b>Construction</b>	Spring 2025
<b>Design</b>	Fall 2024				
<b>Construction</b>	Spring 2025				
Justification					
Current City Council chamber was constructed in the 1960s and its current design does not represent modern best practices for public access to government.					

Funding Detail						
Funding Source	FY24-25 Budget Year 1 (tot)	FY25-26 Year 2 (tot)	FY26-27 Year 3 (tot)	FY27-28 Year 4 (tot)	FY28-29 Year 5 (tot)	TOTAL 5-Year (tot)
100 - General Fund	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
<b>Totals</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>

## HAWK Signal-Hacienda/Pritchard

Category	Funds	Project Code
Traffic Control Devices	202 203	5613
Priority		
<input checked="" type="checkbox"/> Preventative / Proactive	<input type="checkbox"/> Replacement/Refurbishment	New Facility



Description	Project Timeline
Construction of a high intensity activated crosswalk beacon allowing for safe pedestrian traffic crossing Hacienda Blvd. near La Puente Park.	<b>Design</b> Completed
	<b>Construction</b> Fall 2024

**Justification**  
With the completion of the La Puente Park Master Plan there has been an increase in pedestrian crossing activity on Hacienda Blvd. for those utilizing the new park facilities. This project will provide for greater pedestrian safety.

Funding Detail						
Funding Source	FY24-25 Budget Year 1 (tot)	FY25-26 Year 2 (tot)	FY26-27 Year 3 (tot)	FY27-28 Year 4 (tot)	FY28-29 Year 5 (tot)	TOTAL 5-Year (tot)
203 - Measure M	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
<b>Totals</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>



## Park Activity Building

Category	Funds	Project Code
Parks	100 280	5614
Priority		
<input type="checkbox"/> Preventative / Proactive	<input type="checkbox"/> Replacement/Refurbishment	<input checked="" type="checkbox"/> New Facility



Description	Project Timeline
New multi-purpose activity building located at La Puente Park.	<b>Design</b> Fall 2024
	<b>Construction</b> Spring 2024

**Justification**  
Expanding recreational programs create a need for additional space. The various teams associated with the City would be able to utilize the Park Activity Center for practices, competitions, and storage of equipment.

Funding Detail						
Funding Source	FY24-25 Budget Year 1 (tot)	FY25-26 Year 2 (tot)	FY26-27 Year 3 (tot)	FY27-28 Year 4 (tot)	FY28-29 Year 5 (tot)	TOTAL 5-Year (tot)
100 - General Fund	\$ 197,800	\$ -	\$ -	\$ -	\$ -	\$ 197,800
280 - State Grant	\$ 3,950,000	\$ -	\$ -	\$ -	\$ -	\$ 3,950,000
<b>Totals</b>	<b>\$ 4,147,800</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,147,800</b>

## Inyo St. Storm Drain & Drywell

Category	Fund	Project Code
Storm Water	284	5615
Priority		
<input checked="" type="checkbox"/> Preventative / Proactive	<input type="checkbox"/> Replacement/Refurbishment	New Facility



Description	Project Timeline
Construction of storm drain, catch basin, sidewalk and driveway apron improvements.	<b>Design</b> Fall 2024
	<b>Construction</b> Fall 2025

**Justification**  
To address localized flooding, provide better drainage during storm conditions, and encourage water quality.

Funding Detail						
Funding Source	FY24-25 Budget Year 1 (tot)	FY25-26 Year 2 (tot)	FY26-27 Year 3 (tot)	FY27-28 Year 4 (tot)	FY28-29 Year 5 (tot)	TOTAL 5-Year (tot)
284 - Measure W	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000
<b>Totals</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>

## Animal Shelter/Kennel

Category	Fund	Project Code
Facilities Improvement	100	5617
Priority		
<input type="checkbox"/> Preventative / Proactive	<input type="checkbox"/> Replacement/Refurbishment	<input checked="" type="checkbox"/> New Facility



**Description**  
 Design and construction of a brand new animal shelter located on city-owned land at the intersection of Valley Blvd. and Old Valley Blvd. This includes engineering and construction.

Project Timeline	
<b>Design</b>	Fall 2024
<b>Construction</b>	Spring 2025

**Justification**  
 The City currently does not own an animal shelter, and must contract out with a service provider. Construction of this facility will provide long-term savings.

Funding Detail						
Funding Source	FY24-25 Budget Year 1 (tot)	FY25-26 Year 2 (tot)	FY26-27 Year 3 (tot)	FY27-28 Year 4 (tot)	FY28-29 Year 5 (tot)	TOTAL 5-Year (tot)
100 - General Fund	\$ 640,000	\$ -	\$ -	\$ -	\$ -	\$ 640,000
<b>Totals</b>	<b>\$ 640,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 640,000</b>

## Dog Park-Old Valley Blvd.

Category	Fund	Project Code
Infrastructure	283	5618
Priority		
<input type="checkbox"/> Preventative / Proactive	<input type="checkbox"/> Replacement/Refurbishment	<input checked="" type="checkbox"/> New Facility



Description	Project Timeline
Park facilities adjacent to the animal shelter at Valley/Old Valley; design and construction of landscaping, lighting, fencing, restrooms, pet areas, and recreational facilities.	<b>Design</b> Fall 2024
	<b>Construction</b> Spring 2025
Justification	

The eastern zone of La Puente is currently underserved by park areas. This new park will provide recreational opportunities to residents closer to home, additional greenscape, and a new dog park.

Funding Detail						
Funding Source	FY24-25 Budget Year 1 (tot)	FY25-26 Year 2 (tot)	FY26-27 Year 3 (tot)	FY27-28 Year 4 (tot)	FY28-29 Year 5 (tot)	TOTAL 5-Year (tot)
283 - Measure A	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ 750,000
<b>Totals</b>	<b>\$ 750,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 750,000</b>

## Local Streets Slurry Seal

Category	Fund	Project Code
Streets/Road Repair	202	5619
Priority		
<input checked="" type="checkbox"/> Preventative / Proactive	<input type="checkbox"/> Replacement/Refurbishment	New Facility



Description	Project Timeline
Slurry seal technique for selected residential streets identified by engineers as having poor pavement condition.	<b>Design</b> Fall 2024
<b>Justification</b> Promoting safe motorized travel and extending the useful life of paved streets.	<b>Construction</b> Ongoing

Funding Detail						
Funding Source	FY24-25 Budget Year 1 (tot)	FY25-26 Year 2 (tot)	FY26-27 Year 3 (tot)	FY27-28 Year 4 (tot)	FY28-29 Year 5 (tot)	TOTAL 5-Year (tot)
202 - RMRA/SB1	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
<b>Totals</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000</b>

## ATP Cycle 6

Category	Fund	Project Code
Streets/Road Repair	202	5620
Priority		
<input checked="" type="checkbox"/> Preventative / Proactive	<input type="checkbox"/> Replacement/Refurbishment	New Facility



### Description

Active Transportation Program, dedicated to encouraging infrastructure that benefits non-motorized users.

### Project Timeline

<b>Design</b>	Fall 2024
<b>Construction</b>	Fall 2025

### Justification

La Puente streets, sidewalks, and public areas were designed long ago and in many cases did not adequately address the needs of pedestrians, cyclists, and other forms of transportation.

Funding Detail						
Funding Source	FY24-25 Budget Year 1 (tot)	FY25-26 Year 2 (tot)	FY26-27 Year 3 (tot)	FY27-28 Year 4 (tot)	FY28-29 Year 5 (tot)	TOTAL 5-Year (tot)
202 - RMRA/SB1	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
<b>Totals</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000</b>



# DESCRIPTION OF FUNDS

Annual Budget 2025





## Description of Funds

### Fiscal Year 2024-2025

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.
- **Permanent Local Housing Assistance Fund** accounts for state funded first-time home buyer loans.
- **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.

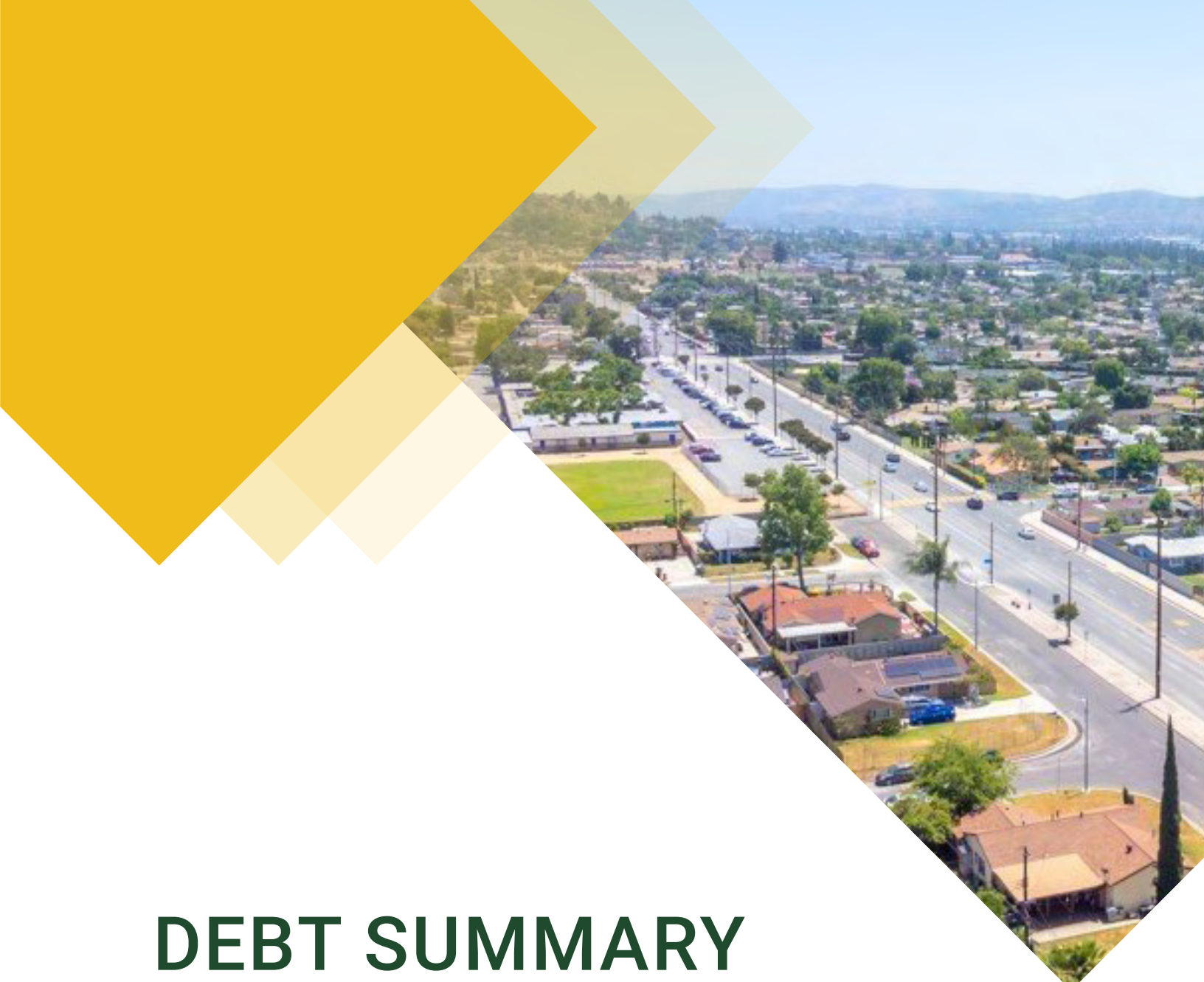
**Internal Service Funds** are used to account for equipment management and information technology (IT) services, performed internally by the department for the user departments as well as vehicle maintenance and replacement. Other than the interest earned on investments, it is basically a chargeback 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

Annual Budget 2025



## Debt Summary

### Fiscal Year 2024-2025

#### Legal Debt Limit

The City has a legal debt limit of approximately \$440,184,400 calculated pursuant to state law. \$14.18 million of the City's debt portfolio is currently subject to this limitation, specifically the 2020A Pension Obligation Bonds and the 2022A Certificates of Participation, which are general obligation debt. 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 2024-2025 operating budget. In total, the City will spend \$2.24 million, or almost 6% of its total budget on debt service in Fiscal Year 2024-2025.

Debt Description	Fund	Debt Outstanding	Final Payment Due	FY 2024-2025 Principal Expense	FY 2024-2025	
					Interest Expense	FY 2024-2025 Total Expense
2016 Sewer Revenue Refunding Bonds	Sewer Fund	\$ 8,611,826	FY 37-38	\$ 390,000	\$ 187,500	\$ 577,500
2014A Tax Allocation Refunding Bonds	Successor Agency	3,877,582	FY 37-38	145,000	114,700	259,700
City of Industry Loan	Measure R Fund	1,278,888	FY 46-47	49,200	4,100	53,300
Series 2019A Tax Revenue Bonds	Measure M Fund	4,193,925	FY 38-39	160,000	100,600	260,600
Series 2019B Tax Revenue Bonds	Measure R Fund	3,725,475	FY 38-39	145,000	89,400	234,400
Series 2020A Pension Obligation Bonds	General Fund	9,665,201	FY 36-37	398,600	220,100	618,700
Series 2022A Cert. of Participation (COPS)	General Fund	4,521,169	FY 39-40	150,000	80,800	230,800
<b>TOTALS</b>		<b>\$ 35,874,066</b>		<b>\$ 1,437,800</b>	<b>\$ 797,200</b>	<b>\$ 2,235,000</b>







# GLOSSARY

Annual Budget 2025



## Glossary

### Fiscal Year 2024-2025

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.

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

**NON OPERATING 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 2024-2025

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







---

15900 E. MAIN STREET  
LA PUENTE, CA 91744  
626-855-1500

