



*City of  
La Puente  
California*

**ANNUAL BUDGET  
FOR THE FISCAL YEAR  
ENDED JUNE 30TH, 2022**

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# INTRODUCTION



# City Manager's Message

## Fiscal Year 2021-2022

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

It is my distinct privilege to present to you the adopted budget and capital improvement program for the fiscal year ending June 30, 2022. The following pages are the culmination of a collaborative endeavor involving the City Council, staff, and voices from the local community. This budget document aims to identify and remedy the matters of most pressing concern within the City's jurisdiction, and to foster areas of civic growth and development. It is simultaneously a financial plan, an operational guide, and an expression of the values of our community. Contained within this budget are decisive steps towards funding and accomplishing the goals that will contribute to the safety and vibrancy of the City of La Puente for years to come.

### CITYWIDE BUDGETARY POSITION

The combined expenditure budget for all funds totals \$35,980,600, including \$9,064,400 dedicated to capital improvements, and the combined revenue forecast is \$29,152,100.

### GENERAL FUND SIGNIFICANT TRENDS

The General Fund is the City's largest fund. It finances the majority of day-to-day operations and can be used for any legitimate governmental purpose. The General Fund operating budget for Fiscal Year 2021-2022 is balanced, with expenditures set equal to revenues at \$17,530,300. General Fund capital expenditures are slated for completion of park projects, and are appropriated at \$1,049,200, financed by existing fund balance.

General Fund revenue sources have by and large stabilized in the wake of the economic recovery from the COVID-19 pandemic. Sales and Use Tax and Measure LP, both transactions taxes based on consumption, are expected to increase by 39% and 41%, respectively, in comparison to the Fiscal Year 2020-2021 budgeted amounts. Combined, these two revenue sources total \$6,551,700 and account for 44% of General Fund tax revenues. Property Tax, the other largest contributor to the fund, demonstrates a modest expected increase of 4% year-over-year.

General Fund operating expenditures for the fiscal year focus on maintaining existing service levels, in addition to providing funding for new objectives of high priority within the community. The table below outlines the breakdown of operating expenditures in the General Fund, and the percentage change from the prior year budget. The increase in Transfers Out (887%) is attributable to debt service payments on the newly issued Series 2020A Pension Obligation Bonds. The increases in L.A. Sheriff's Dept. (15%) and Code Enforcement/Animal Control (36%) represent an increase in public safety services, to be discussed in later portions of this transmittal letter.

Category	Adopted FY 2020-21	Adopted FY 2021-22	Percentage Change
General Government	\$ 3,382,300	\$ 3,256,500	-4%
L.A. Sheriff's Dept.	\$ 7,685,500	\$ 8,870,600	15%
Code Enf/Animal Control	\$ 766,300	\$ 1,042,400	36%
Development Services	\$ 1,570,600	\$ 1,895,000	21%
Recreation Services	\$ 1,792,500	\$ 1,772,900	-1%
Transfers Out	\$ 70,200	\$ 692,900	887%
Total	\$ 15,267,400	\$ 17,530,300	15%

## **BUDGET YEAR PRIORITIES AND GOALS**

The City's largest areas of priority for the Fiscal Year 2021-2022 budget can be broken down into two categories: 1) public safety and 2) infrastructure improvements. The following paragraphs describe in greater detail how these goals are connected with budgetary resources:

### Public Safety

Public safety has long been an important priority for the City Council, and it takes on a renewed relevance due to recent instances of gang-related crime. In collaboration with residents, a plan has been developed for more robust police services, emphasizing the enforcement of gang and violent crimes. In Fiscal Year 2021-2022, an additional three (3) full time Sheriff's Deputies have been added to the City's contract with the Los Angeles County Sheriff's Department. These deputies will be assigned to the Special Assignment Officer (SAO) Team and will conduct focused patrols and specialized enforcement, provide investigations into serious felonies, and address community-oriented concerns.

The additional staffing on the L.A. County Sheriff contract is budgeted to cost an additional \$1,185,100 in Fiscal Year 2021-2022, an increase of 15% over Fiscal Year 2020-2021 service levels. This expenditure will be incurred entirely to the General Fund and funded by current-year revenues.

### Capital Infrastructure Improvements: Parks and Roadways

The capital improvements that make up the La Puente Park Master Plan continue to be a significant priority in Fiscal Year 2021-2022. \$1,049,200 in General Fund dollars have been dedicated in the Capital Improvement Program this fiscal year to complete the majority of capital improvements within the park, including electrical and facility upgrades.

Numerous residential streets and roadways throughout the City are in disrepair and require paving and resurfacing techniques to restore them to their proper condition. The Fiscal Year 2021-2022 Budget and CIP contains over \$4.8 Million dollars appropriated for the Local Streets Pavement Resurfacing project, a citywide strategic plan financed by a matrix of bond funds and special revenue funds. Further details regarding both categories of infrastructure improvement highlighted herein can be found in the Capital Improvement Program (CIP) section.

## **LONG TERM PRIORITIES AND STRATEGIES**

Like many local governments across the nation, the City of La Puente faces significant exposure to rising pension and post-employment benefit costs and considers this to be its most significant long-term budgetary issue. The Fiscal Year 2021-2022 budget contains several strategies for addressing this concern. The goal, reducing long term pension and OPEB (Other Post Employment Benefit) costs, has been prioritized jointly by staff and City Council after reviewing actuarial documentation.

### Pension Obligation Bonds

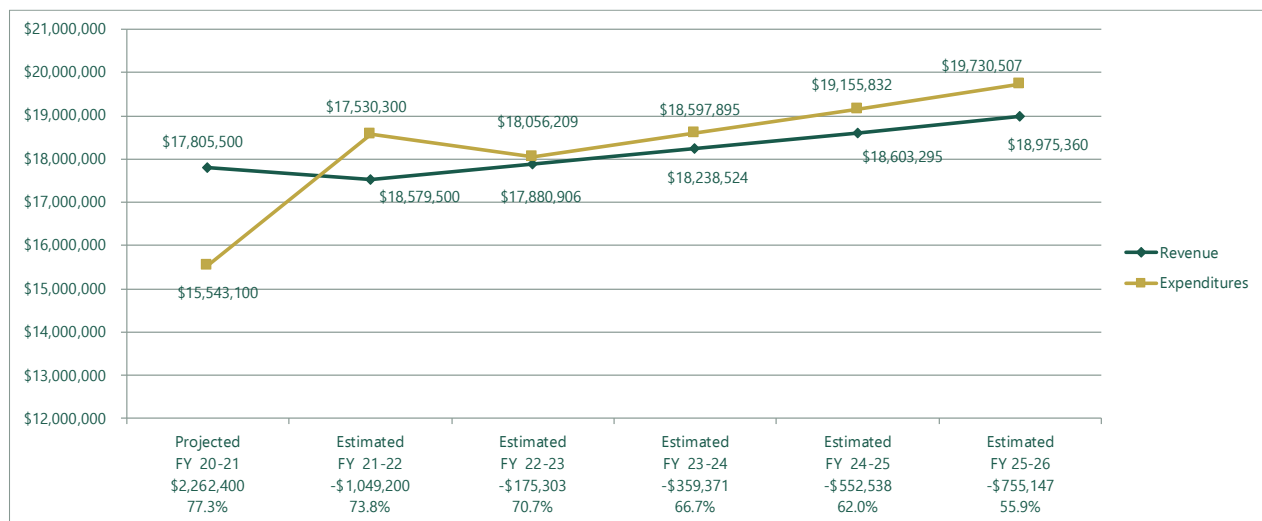
The City issued Pension Obligation Bonds in Fiscal Year 2020-2021 for the purpose of reducing its Unfunded Actuarial Liability (UAL) with the California Public Employee's Retirement System (CalPERS). This action will save thousands of dollars in interest expense over the next several decades. The issuance of these bonds has a twofold effect on the Fiscal Year 2021-2022 budget. First, an annual debt service payment in the amount of \$642,100 has been appropriated for principal and interest in the Citywide Debt Service Fund. This is funded by a transfer from the General Fund. Secondly, the "Retirement" expense account budget has been reduced significantly across all departments, due to the consolidation of the annual payment.

### Trusts for Pension and OPEB Costs

The Fiscal Year 2021-2022 budget includes a contribution of \$95,000 for the Section 115 Pension Trust and an additional contribution of \$95,000 for the Other Post Employment Benefits (OPEB) Trust. These payments are made from the General Fund and financed by current year revenues. Saving money in these trusts will allow the opportunity for prudent investment and gains, helping to pay for pension and retiree healthcare costs in the long term future.

### LONG-TERM OUTLOOK

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



### GENERAL FUND RESERVES

The City’s budget policy requires that the City maintain an undesignated, unappropriated reserve amount of at least 25% of annual general fund budgeted expenditures. This means that that the City must have in savings funds worth at least 25% of one year’s expenditures. The Government Finance Officer’s Association recommends maintaining a 40% ratio as a measure of protection against future periods of declining revenues. Fiscal Year 2021-2022 ending reserve balance is forecasted to be \$13.3 Million, or 73.8% 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.



## **COVID-19 SPECIAL REVENUE FUNDING SOURCES**

Please note that the Fiscal Year 2021-2022 Budget and Capital Improvement Program does not contain references to special one-time funding sources related to COVID-19, namely the CARES Act Fund, the CDBG-CV Fund, and the American Rescue Plan Act Fund. Due to the nature of these funds as non-recurring revenue sources, and the fact that their specific uses are not part of ongoing agency operating expenditures, the City has elected to exclude them from this budget document. These funds, like all others, will be accounted for and expended in compliance with City policies and accounting standards.

## **CONCLUSION**

The 2021-2022 Fiscal Year represents a season of change, both in our local neighborhoods and across our nation. As stay-at-home orders and other COVID-related public health restrictions fade into history, expanded economic activity has led to a return to prior year assumptions regarding revenue growth including taxes, fees, permits, licenses and other charges. Although we remain conservative in our outlook, we are confident that the new fiscal year will provide the economic resources necessary to pursue new and important changes in La Puente, taking the form of additional investments in public safety and capital infrastructure that will improve quality of life for decades into the future.

I would like to thank the City Council for its commitment to identifying the most important concerns within the City of La Puente, and their leadership in adopting a budget that funds concrete solutions to these issues. I am grateful to the City's Executive Team for their contributions to the development of this document, as well as the Budget Staff including Troy Grunklee, CPA, Director of Administrative Services, Alex Merkel Medina, Principal Accountant, and Hector Hernandez, Management Analyst.

As a final note, I would like express my gratitude to the residents of La Puente. Your commitment to creating a safe, vibrant community is on display every day, and your participation in civic affairs demonstrates the highest ideals of democracy.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Robert Lindsey", with a long horizontal stroke 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, 2020**

*Christopher P. Morill*

Executive Director

**RESOLUTION NO. 21-5625**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA PUENTE, CALIFORNIA, APPROVING THE RECOMMENDED BUDGET AND CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEAR 2020-2021**

**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 2021-2022 Recommended Budget and Capital Improvement Program; and

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

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

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

Section 1. That certain document on file in the office of the City Clerk of the City of La Puente marked and designated "Recommended Budget FY 2021-2022" 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.

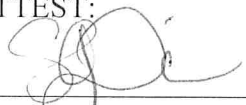
Section 6. The provisions of this Resolution are severable and if any provision, clause, sentence, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstances, such illegality, invalidity, unconstitutionality, or inapplicability shall not affect or 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 25<sup>th</sup> day of May, 2021, by the following vote:

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

  
\_\_\_\_\_  
Charlie Klinakis, Mayor

ATTEST:  
  
\_\_\_\_\_  
Sheryl Garcia, City Clerk

# La Puente City Council

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## City Management Team

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### **City Manager**

Robert Lindsey

### **Director of Development Services**

John DiMario

### **Director of Community Services**

Roxanne Lerma, MPA

### **City Attorney**

Victor Ponto

### **City Clerk**

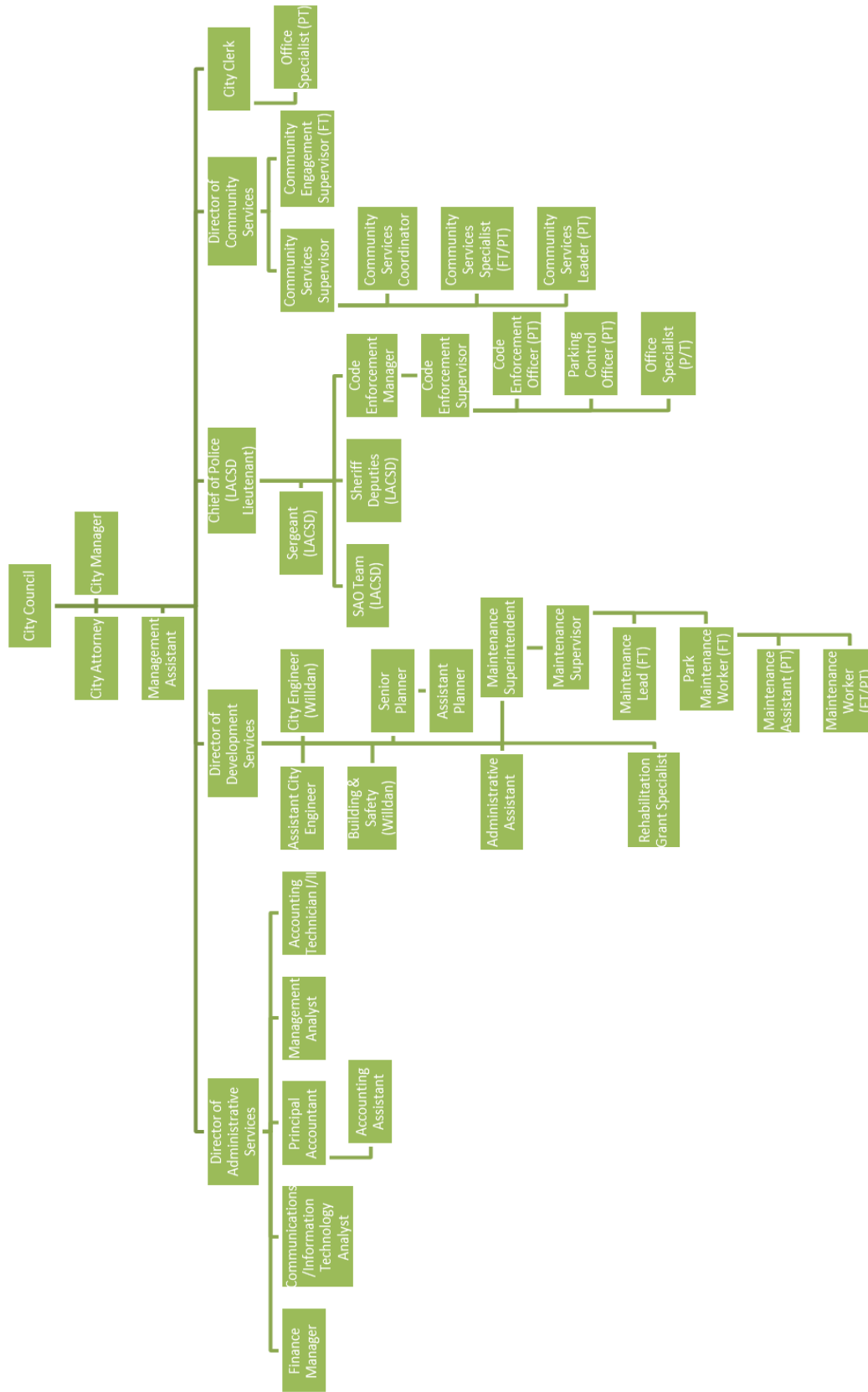
Sheryl Garcia, MMC, CPM

### **Director of Administrative Services**

Troy Grunklee, CPA

# City of La Puente Organizational Structure

## Fiscal Year 2021-2022



# La Puente at a Glance

## Fiscal Year 2021-2022

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 40,795. 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, public works and animal control 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.

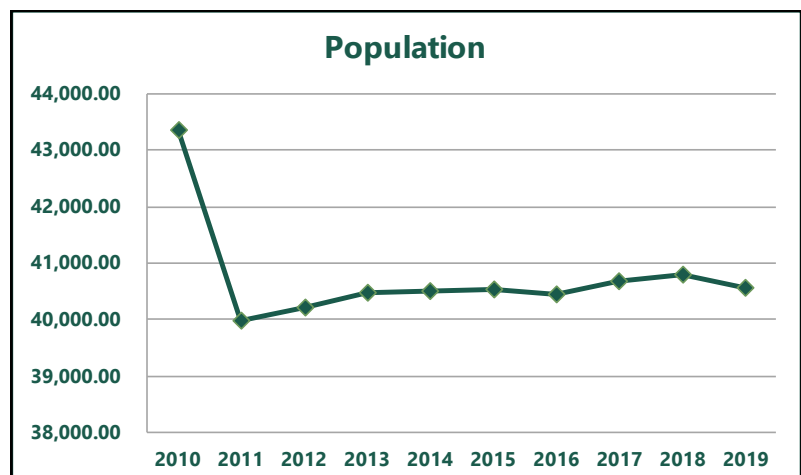
### City of La Puente Data

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

2020 estimate:  
40,685

2019 estimate:  
40,795

Percent Change:  
6.00% decrease in  
population since  
2010



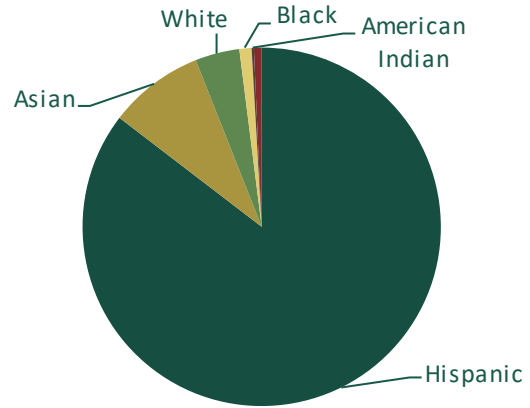
# La Puente at a Glance

## Fiscal Year 2021-2022

### City of La Puente Data

- Population by Race**

Hispanic	84.2%
Asian	10.6%
White	3.4%
Black	0.9%
American Indian	0.2%
Other	0.7%

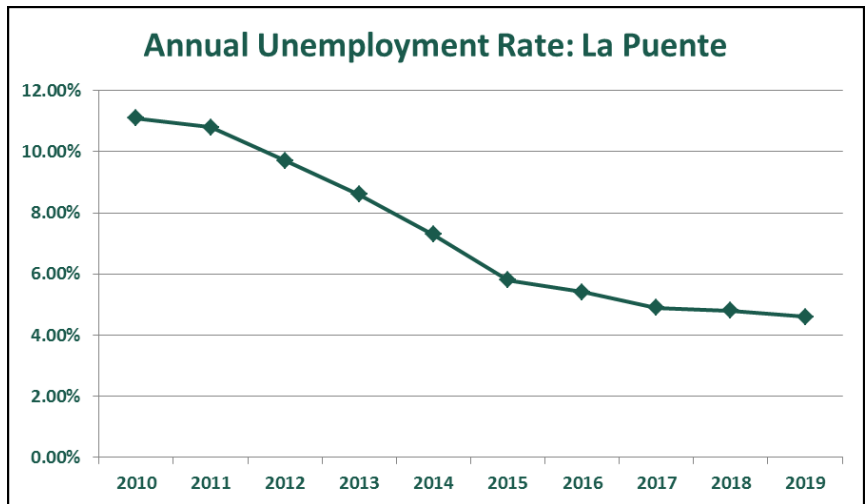


- 2020 Unemployment Rate** 4.5%

- Percent Change in Unemployment Rate last 10 years**

\* 69.6% decrease in the unemployment rate

Annual Unemployment Rate	
2010	11.10%
2011	10.80%
2012	9.7%
2013	8.6%
2014	7.3%
2015	5.8%
2016	5.4%
2017	4.9%
2018	4.8%
2019	4.6%
2020	4.5%





# La Puente at a Glance

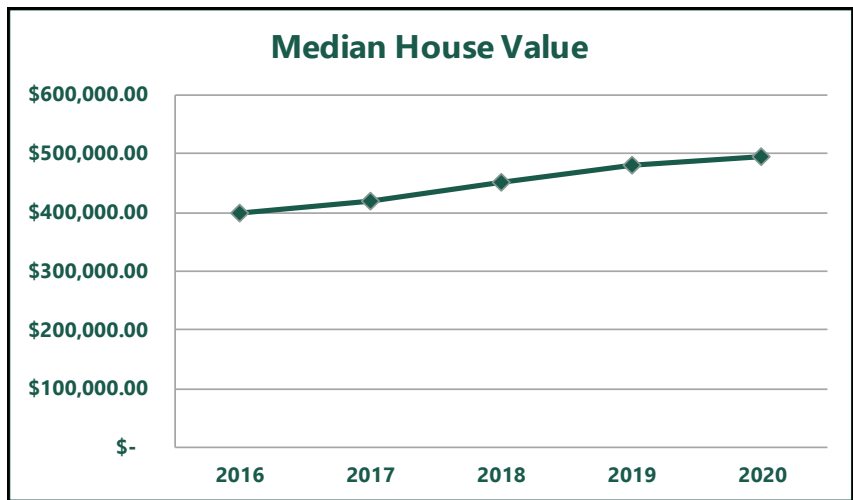
## Fiscal Year 2021-2022

### City of La Puente Data

- Housing**

Dwelling Units	9,350
Median Value	\$495,000
Percent Change of Median House Values	4.10% increase in value

Annual Median House Value	
2016	\$400,000
2017	\$420,000
2018	\$450,000
2019	\$480,000
2020	\$495,000



- Schools**

Private School Facilities in the City of La Puente:

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

Bassett Unified School District Facilities:

- Bassett Senior High School

Hacienda/La Puente Unified School District Facilities:

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

Rowland Unified School District Facilities:

- Hurley Elementary School

# La Puente at a Glance

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## Fiscal Year 2021-2022

### City of La Puente Data

TOP 10 EMPLOYERS	
Business Name	No. of employees
Bodega Latina Corp	126
Northgate Market	112
Alert Insulation Co Inc	88
Walmart	80
Food 4 Less # 369	75
McDonald's	68
Ed Butts Ford	63
Big Saver Foods # 12	60
Ross Dress For Less	46
Merrit's Hardware	41
In n Out Burgers # 7	40

### Parks and Landscape Areas

Public Parks

2

Sports Fields

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

# Departmental Indicators

## Fiscal Year 2021-2022

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 second year of existence.

<b>DEVELOPMENT SERVICES</b>	<b>FY 2019-2020</b>	<b>FY 2020-2021</b>
Engineering Permits Issued	174.00	157.00
Building Permits Issued	452.00	1,146.00
Planning/Zoning Permits Issued	204.00	246.00
Trees Trimmed	896.00	964.00
Housing Loans Issued	1.00	2.00
Housing grants issued	8.00	8.00
<b>COMMUNITY SERVICES</b>		
Enrollment in Recreation Programs (number of participants)	1,300.00	*0.00
Senior Meals Served	10,400.00	**3,024.00
Child Meals Served	12,042.00	32,756.00
<b>PUBLIC SAFETY / CODE ENFORCEMENT</b>		
Citations Issued	5,736.00	6,737.00
<b>CITY CLERK</b>		
Public Records Act Requests Responded To	108.00	120.00
City Council Meetings	34.00	37.00
Certificates of Recognition Prepared	80.00	50.00
<b>ADMINISTRATIVE SERVICES</b>		
Payments Issued (number of payments)	2,476.00	2,639.00
Employees Hired	17.00	21.00

\*Recreation programs were halted due to COVID-19

\*\*Senior Meal Program converted into Great Plates Delivered Program



# **GUIDE TO THE BUDGET**



# What is the Budget?

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## Fiscal Year 2021-2022

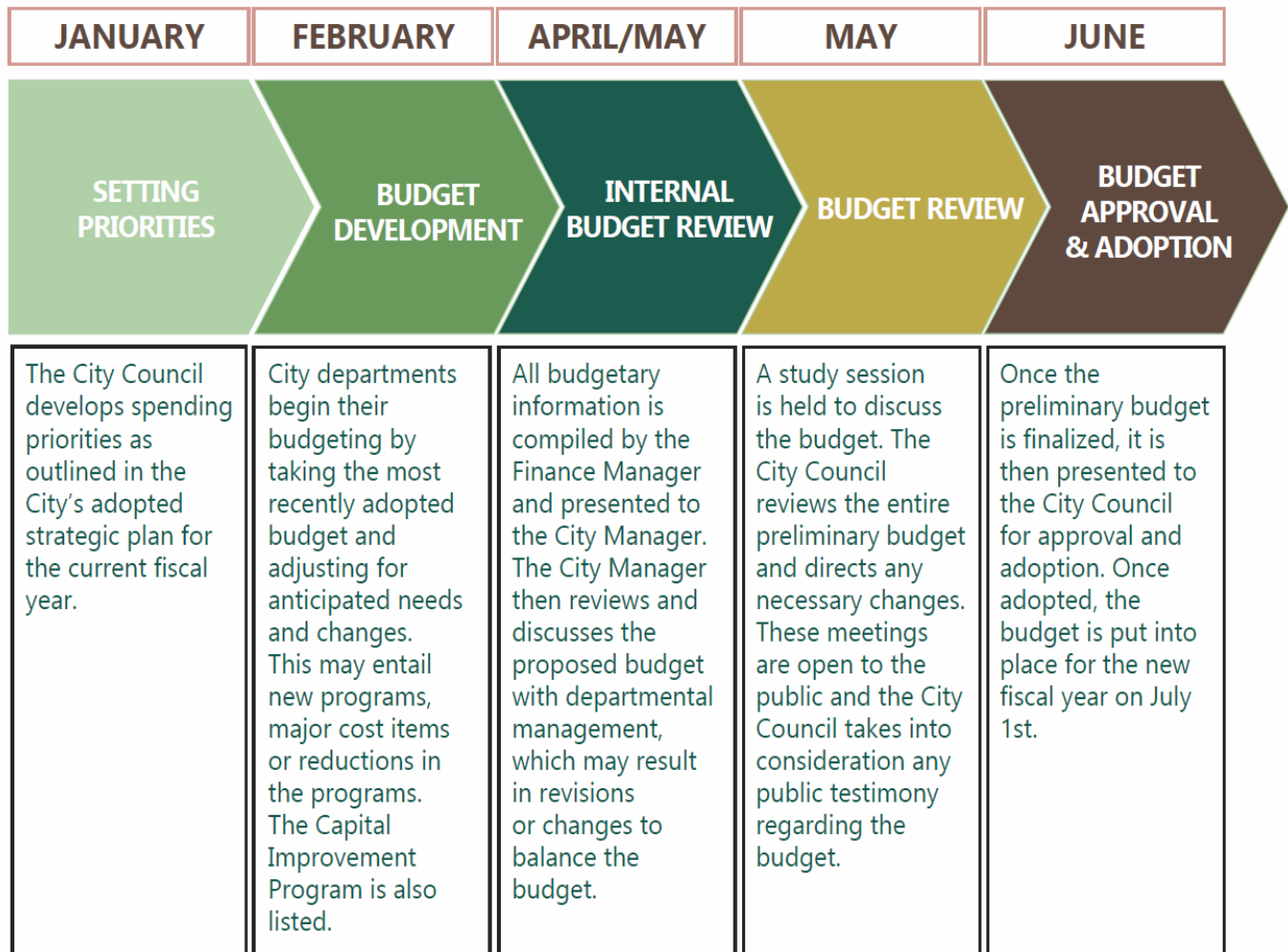
The La Puente City Council adopts the City's budget annually. The budget is valid for one fiscal year, beginning on July 1st and terminating on June 30th of the subsequent calendar year. All City funds are appropriated in the budget.

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 2021-2022



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

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## Fiscal Year 2021-2022

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 Comprehensive Annual Financial Report (CAFR) will confirm the adoption of a balanced budget and note any discrepancies.
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 2020-2021

	Fund Balance June 30, 2020	Revenues	Operating Expenditures	Capital Improvements	Total Expenditures	Interfund Transfers		Net Change to Fund Balance	Estimated Fund Balance June 30, 2021
						Transfers In	Transfers Out		
<b>GENERAL FUND</b>									
100 General Fund	\$ 22,891,500	\$ 17,363,100	\$ 13,876,100	\$ 1,203,800	\$ 15,079,900	\$ 442,400	\$ 463,200	\$ 2,262,400	\$ 25,153,900
<b>Total General Fund</b>	<b>\$ 22,891,500</b>	<b>\$ 17,363,100</b>	<b>\$ 13,876,100</b>	<b>\$ 1,203,800</b>	<b>\$ 15,079,900</b>	<b>\$ 442,400</b>	<b>\$ 463,200</b>	<b>\$ 2,262,400</b>	<b>\$ 25,153,900</b>
<b>SPECIAL REVENUE FUNDS</b>									
200 Gas Tax Fund	\$ 27,400	\$ 942,900	\$ 879,900	\$ 90,400	\$ 970,300	\$ -	\$ -	\$ (27,400)	\$ -
202 RMRA (SB 1) Fund	1,573,700	599,300	-	1,312,700	1,312,700	-	-	(713,400)	860,300
203 Measure M Fund	539,800	574,300	176,600	170,300	346,900	-	262,800	(35,400)	504,400
205 Measure R Fund	588,700	504,000	160,700	207,200	367,900	-	287,700	(151,600)	437,100
210 Proposition A Fund	728,200	837,000	722,200	-	722,200	-	-	114,800	843,000
215 Proposition C Fund	2,019,300	674,900	84,000	907,000	991,000	-	-	(316,100)	1,703,200
220 Local Transportation (SB 821) Fund	-	10,000	-	10,000	10,000	-	-	-	-
230 HSP Grant Fund	-	-	-	-	-	-	-	-	-
240 Supplement Law Enf Fund	-	156,700	-	-	-	-	156,700	-	-
245 JAG Grant	-	-	-	-	-	-	-	-	-
250 Office of Traffic Safety Fund	20,000	-	-	-	-	-	-	-	20,000
255 Asset Seizure Fund	700	-	-	-	-	-	-	-	700
260 CDBG Program Fund	-	411,300	411,300	-	411,300	-	-	-	-
265 Cal Home Grant Fund	554,900	1,200	113,700	-	113,700	-	5,700	(118,200)	436,700
270 Air Quality Improvement Fund	123,900	51,500	117,600	-	117,600	-	-	(66,100)	57,800
275 PEG Access Fund	208,100	42,300	27,000	56,000	83,000	-	-	(40,700)	167,400
280 Miscellaneous Grants Fund	(673,100)	1,247,000	-	761,900	761,900	-	-	485,100	(188,000)
283 Measure A Safe Parks Fund	-	-	-	-	-	-	-	-	-
284 Measure W Fund	-	339,300	60,000	65,000	125,000	-	-	214,300	214,300
285 Lighting & Landscaping Fund	1,064,400	849,600	943,100	141,200	1,084,300	-	-	(234,700)	829,700
290 Housing	176,700	500	-	-	-	70,200	-	70,700	247,400
<b>Total Special Revenue Funds</b>	<b>\$ 6,952,700</b>	<b>\$ 7,241,800</b>	<b>\$ 3,696,100</b>	<b>\$ 3,721,700</b>	<b>\$ 7,417,800</b>	<b>\$ 70,200</b>	<b>\$ 712,900</b>	<b>\$ (818,700)</b>	<b>\$ 6,134,000</b>
<b>DEBT SERVICE FUNDS</b>									
300 Citywide Debt Service Fund	\$ -	\$ 8,517,700	\$ 8,588,600	\$ -	\$ 8,588,600	\$ 85,200	\$ -	\$ 14,300	\$ 14,300
305 Series 2019A Debt Service Fund	-	-	262,800	-	262,800	262,800	-	-	-
310 Series 2019B Debt Service Fund	-	-	234,200	-	234,200	234,200	-	-	-
<b>Total Debt Service Funds</b>	<b>\$ -</b>	<b>\$ 8,517,700</b>	<b>\$ 9,085,600</b>	<b>\$ -</b>	<b>\$ 9,085,600</b>	<b>\$ 582,200</b>	<b>\$ -</b>	<b>\$ 14,300</b>	<b>\$ 14,300</b>
<b>CAPITAL PROJECTS FUNDS</b>									
400 Capital Projects Fund	\$ (5,000)	\$ 58,500	\$ 53,500	\$ -	\$ 53,500	\$ -	\$ -	\$ 5,000	\$ -
405 Series 2019A Capital Project Fund	4,063,300	-	-	875,600	875,600	-	-	(875,600)	3,187,700
410 Series 2019B Capital Project Fund	3,606,900	-	-	875,600	875,600	-	-	(875,600)	2,731,300
<b>Total Capital Projects Funds</b>	<b>\$ 7,665,200</b>	<b>\$ 58,500</b>	<b>\$ 53,500</b>	<b>\$ 1,751,200</b>	<b>\$ 1,804,700</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (1,746,200)</b>	<b>\$ 5,919,000</b>
<b>ENTERPRISE FUNDS</b>									
500 Sewer Construction/Mtce Fund	\$ 8,598,400	\$ 1,400,500	\$ 867,700	\$ 1,927,400	\$ 2,795,100	\$ -	\$ 280,100	\$ (1,674,700)	\$ 6,923,700
<b>Total Enterprise Funds</b>	<b>\$ 8,598,400</b>	<b>\$ 1,400,500</b>	<b>\$ 867,700</b>	<b>\$ 1,927,400</b>	<b>\$ 2,795,100</b>	<b>\$ -</b>	<b>\$ 280,100</b>	<b>\$ (1,674,700)</b>	<b>\$ 6,923,700</b>
<b>INTERNAL SERVICE FUNDS</b>									
550 Equipment Replacement Fund	\$ 356,500	\$ 141,600	\$ 157,700	\$ -	\$ 157,700	\$ -	\$ -	\$ (16,100)	\$ 340,400
555 Vehicle Mtce/Replacement Fund	711,200	156,100	207,300	-	207,300	361,400	-	310,200	1,021,400
<b>Total Internal Service Funds</b>	<b>\$ 1,067,700</b>	<b>\$ 297,700</b>	<b>\$ 365,000</b>	<b>\$ -</b>	<b>\$ 365,000</b>	<b>\$ 361,400</b>	<b>\$ -</b>	<b>\$ 294,100</b>	<b>\$ 1,361,800</b>
<b>SUCCESSOR AGENCY</b>									
610 Successor Agency Fund	\$ (18,181,300)	\$ 737,600	\$ 1,019,000	\$ -	\$ 1,019,000	\$ -	\$ -	\$ (281,400)	\$ (18,462,700)
<b>Total Successor Agency</b>	<b>\$ (18,181,300)</b>	<b>\$ 737,600</b>	<b>\$ 1,019,000</b>	<b>\$ -</b>	<b>\$ 1,019,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (281,400)</b>	<b>\$ (18,462,700)</b>
<b>Grand Total</b>	<b>\$ 28,994,200</b>	<b>\$ 35,616,900</b>	<b>\$ 28,963,000</b>	<b>\$ 8,604,100</b>	<b>\$ 37,567,100</b>	<b>\$ 1,456,200</b>	<b>\$ 1,456,200</b>	<b>\$ (1,950,200)</b>	<b>\$ 27,044,000</b>



# Summary of Estimated Fund Balances

## Fiscal Year 2021-2022

	Estimated					Interfund Transfers		Net Change to	Estimated
	Fund Balance	Revenues	Operating Expenditures	Capital Improvements	Total Expenditures	Transfers In	Transfers Out		Fund Balance
	July 1, 2021							June 30, 2022	
<b>GENERAL FUND</b>									
100 General Fund	\$ 25,153,900	\$ 17,243,400	\$ 16,837,400	\$ 1,049,200	\$ 17,886,600	\$ 286,900	\$ 692,900	\$ (1,049,200)	\$ 24,104,700
<b>Total General Fund</b>	<b>\$ 25,153,900</b>	<b>\$ 17,243,400</b>	<b>\$ 16,837,400</b>	<b>\$ 1,049,200</b>	<b>\$ 17,886,600</b>	<b>\$ 286,900</b>	<b>\$ 692,900</b>	<b>\$ (1,049,200)</b>	<b>\$ 24,104,700</b>
<b>SPECIAL REVENUE FUNDS</b>									
200 Gas Tax Fund	\$ -	\$ 1,059,700	\$ 1,023,200	\$ 20,000	\$ 1,043,200	\$ -	\$ -	\$ 16,500	\$ 16,500
202 RMRA (SB 1) Fund	860,300	800,300	23,100	950,000	973,100	-	-	(172,800)	687,500
203 Measure M Fund	504,400	580,600	208,600	490,000	698,600	-	263,600	(381,600)	122,800
205 Measure R Fund	437,100	512,700	205,900	265,000	470,900	-	283,900	(242,100)	195,000
210 Proposition A Fund	843,000	927,100	896,800	250,000	1,146,800	-	-	(219,700)	623,300
215 Proposition C Fund	1,703,200	687,500	68,700	170,000	238,700	-	-	448,800	2,152,000
220 Local Transportation (SB 821) Fund	-	45,000	-	45,000	45,000	-	-	-	-
230 HSIP Grant Fund	-	786,000	-	786,000	786,000	-	-	-	-
240 Supplement Law Enf Fund	-	140,000	137,600	-	137,600	-	2,400	-	-
245 JAG Grant	-	-	-	-	-	-	-	-	-
250 Office of Traffic Safety Fund	20,000	-	-	-	-	-	-	-	20,000
255 Asset Seizure Fund	700	-	-	-	-	-	-	-	700
260 CDBG Program Fund	-	477,600	477,600	-	477,600	-	-	-	-
265 Cal Home Grant Fund	436,700	2,000	190,000	-	190,000	-	9,500	(197,500)	239,200
270 Air Quality Improvement Fund	57,800	77,000	121,100	-	121,100	-	-	(44,100)	13,700
275 PEG Access Fund	167,400	35,600	92,500	10,000	102,500	-	-	(66,900)	100,500
280 Miscellaneous Grant Fund	(188,000)	228,000	-	40,000	40,000	-	-	188,000	-
283 Measure A - Safe Parks Fund	-	477,200	27,200	450,000	477,200	-	-	-	-
284 Measure W Fund	214,300	340,500	95,000	275,000	370,000	-	-	(29,500)	184,800
285 Lighting & Landscaping Fund	829,700	878,400	928,200	85,000	1,013,200	-	-	(134,800)	694,900
290 Housing	247,400	1,000	-	-	-	65,100	-	66,100	313,500
<b>Total Special Revenue Funds</b>	<b>\$ 6,134,000</b>	<b>\$ 8,056,200</b>	<b>\$ 4,495,500</b>	<b>\$ 3,836,000</b>	<b>\$ 8,331,500</b>	<b>\$ 65,100</b>	<b>\$ 559,400</b>	<b>\$ (769,600)</b>	<b>\$ 5,364,400</b>
<b>DEBT SERVICE FUNDS</b>									
300 Citywide Debt Service Fund	\$ 14,300	\$ -	\$ 642,100	\$ -	642,100	\$ 627,800	\$ -	(14,300)	-
305 Series 2019A Debt Service Fund	-	-	263,600	-	263,600	263,600	-	-	-
310 Series 2019B Debt Service Fund	-	-	230,400	-	230,400	230,400	-	-	-
<b>Total Debt Service Funds</b>	<b>\$ 14,300</b>	<b>\$ -</b>	<b>\$ 1,136,100</b>	<b>\$ -</b>	<b>\$ 1,136,100</b>	<b>\$ 1,121,800</b>	<b>\$ -</b>	<b>\$ (14,300)</b>	<b>\$ -</b>
<b>CAPITAL PROJECTS FUNDS</b>									
400 Capital Projects Fund	\$ -	\$ -	\$ 53,500	\$ -	53,500	\$ 53,500	\$ -	\$ -	\$ -
405 Series 2019A Capital Project Fund	3,187,700	-	-	2,089,600	2,089,600	-	-	(2,089,600)	1,098,100
410 Series 2019B Capital Project Fund	2,731,300	-	-	2,089,600	2,089,600	-	-	(2,089,600)	641,700
<b>Total Capital Projects Funds</b>	<b>\$ 5,919,000</b>	<b>\$ -</b>	<b>\$ 53,500</b>	<b>\$ 4,179,200</b>	<b>\$ 4,232,700</b>	<b>\$ 53,500</b>	<b>\$ -</b>	<b>\$ (4,179,200)</b>	<b>\$ 1,739,800</b>
<b>ENTERPRISE FUNDS</b>									
500 Sewer Construction/Mtce Fund	\$ 6,923,700	\$ 1,375,000	\$ 1,348,400	\$ -	\$ 1,348,400	\$ -	\$ 275,000	\$ (248,400)	\$ 6,675,300
<b>Total Enterprise Funds</b>	<b>\$ 6,923,700</b>	<b>\$ 1,375,000</b>	<b>\$ 1,348,400</b>	<b>\$ -</b>	<b>\$ 1,348,400</b>	<b>\$ -</b>	<b>\$ 275,000</b>	<b>\$ (248,400)</b>	<b>\$ 6,675,300</b>
<b>INTERNAL SERVICE FUNDS</b>									
550 Equipment Replacement Fund	\$ 340,400	\$ 161,000	\$ 161,000	\$ -	\$ 161,000	\$ -	\$ -	\$ -	\$ 340,400
555 Vehicle Mtce/Replacement Fund	1,021,400	188,200	352,200	-	352,200	-	-	(164,000)	857,400
<b>Total Internal Service Funds</b>	<b>\$ 1,361,800</b>	<b>\$ 349,200</b>	<b>\$ 513,200</b>	<b>\$ -</b>	<b>\$ 513,200</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (164,000)</b>	<b>\$ 1,197,800</b>
<b>SUCCESSOR AGENCY</b>									
610 Successor Agency Fund	\$ (18,462,700)	\$ 601,000	\$ 1,004,800	\$ -	\$ 1,004,800	\$ -	\$ -	\$ (403,800)	\$ (18,866,500)
<b>Total Successor Agency</b>	<b>\$ (18,462,700)</b>	<b>\$ 601,000</b>	<b>\$ 1,004,800</b>	<b>\$ -</b>	<b>\$ 1,004,800</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (403,800)</b>	<b>\$ (18,866,500)</b>
<b>Grand Total</b>	<b>\$ 27,044,000</b>	<b>\$ 27,624,800</b>	<b>\$ 25,388,900</b>	<b>\$ 9,064,400</b>	<b>\$ 34,453,300</b>	<b>\$ 1,527,300</b>	<b>\$ 1,527,300</b>	<b>\$ (6,828,500)</b>	<b>\$ 20,215,500</b>

# Personnel Summary

## Fiscal Year 2021-2022

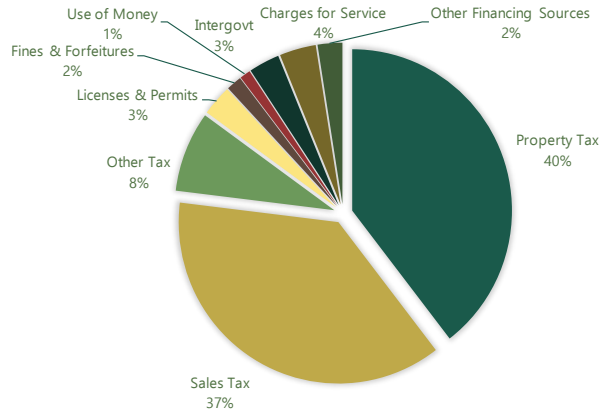
City of La Puente Full-Time Employees Authorized Positions			
Job Classification	FY 19-20	FY 20-21	FY 21-22
<b>Department: City Manager</b>			
City Manager	1.00	1.00	1.00
Management Analyst	0.50	0.50	0.50
Communication/IT Analyst	0.00	1.00	1.00
Management Assistant	0.50	0.50	0.50
<b>Total City Manager:</b>	<b>2.00</b>	<b>3.00</b>	<b>3.00</b>
<b>Department: Administrative Services</b>			
Director of Administrative Services	1.00	1.00	1.00
Finance Manager	0.00	1.00	1.00
Principal Accountant	1.00	1.00	1.00
Management Analyst	0.50	0.50	0.50
Accounting Technician II	1.00	1.00	1.00
Accounting Technician	1.00	1.00	1.00
Accounting Assistant	2.00	2.00	2.00
<b>Total Administrative Services:</b>	<b>6.50</b>	<b>7.50</b>	<b>7.50</b>
<b>Department: City Clerk</b>			
City Clerk	1.00	1.00	1.00
Management Assistant	0.50	0.50	0.50
<b>Total City Clerk:</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>
<b>Department: Development Services</b>			
Director of Development Services	1.00	1.00	1.00
Assistant City Engineer	1.00	1.00	1.00
Senior Planner	1.00	1.00	1.00
Assistant Planner	1.00	1.00	1.00
Rehabilitation Grant Specialist	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00
Maintenance Superintendent	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00
Maintenance Lead	0.00	1.00	1.00
Park Maintenance Worker	0.00	1.00	2.00
Maintenance Worker	3.00	2.00	2.00
<b>Total Development Services</b>	<b>11.00</b>	<b>12.00</b>	<b>13.00</b>
<b>Department: Code Enforcement</b>			
Code Enforcement Manager	1.00	1.00	1.00
Code Enforcement Supervisor	1.00	1.00	1.00
<b>Total Code Enforcement:</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>
<b>Department: Community Services</b>			
Director of Community Services	1.00	1.00	1.00
Community Services Supervisor	0.00	1.00	1.00
Community Engagement Supervisor	1.00	1.00	1.00
Community Services Coordinator	3.00	2.00	2.00
Community Services Specialist	2.00	2.00	2.00
Senior Center Specialist	1.00	0.00	0.00
<b>Total Community Services:</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>
<b>Totals</b>	<b>30.00</b>	<b>33.00</b>	<b>34.00</b>

Part-Time positions are allocated on the basis of hours and are listed on their respective department summaries.<sup>21</sup>

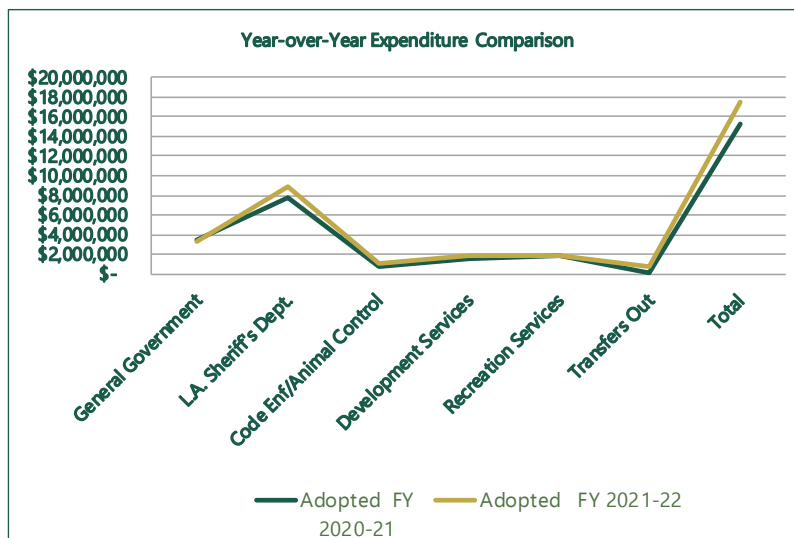
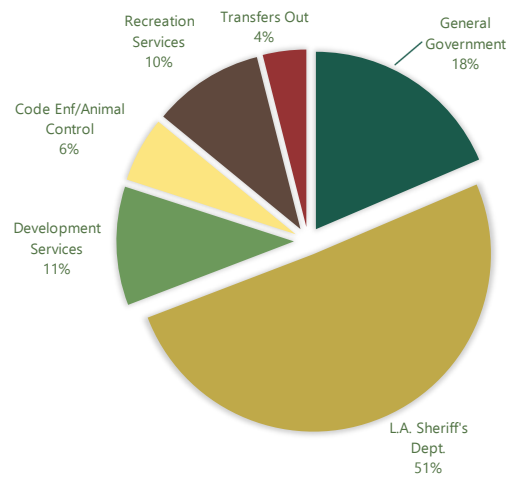
# Budget in Brief: General Fund

## Fiscal Year 2021-2022

FY 2021-2022 General Fund Revenues		
Property Tax	\$	6,935,300
Sales Tax	\$	6,551,700
Other Tax	\$	1,413,600
Licenses & Permits	\$	537,400
Fines & Forfeitures	\$	272,500
Use of Money	\$	190,000
Intergovt	\$	546,000
Charges for Service	\$	646,700
Other Financing Sources	\$	437,100
<b>Total Revenues</b>	<b>\$</b>	<b>17,530,300</b>



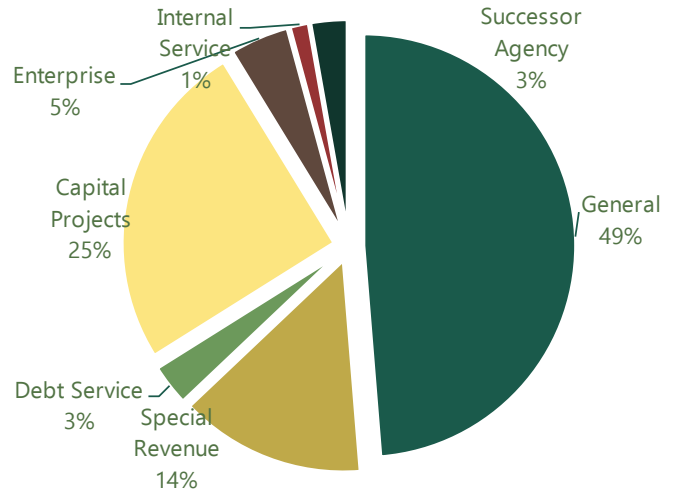
FY 2021-22 General Fund Operating Expenditures		
General Government	\$	3,256,500
L.A. Sheriff's Dept.	\$	8,870,600
Development Services	\$	1,895,000
Code Enf/Animal Control	\$	1,042,400
Recreation Services	\$	1,772,900
Transfers Out	\$	692,900
<b>Total</b>	<b>\$</b>	<b>17,530,300</b>



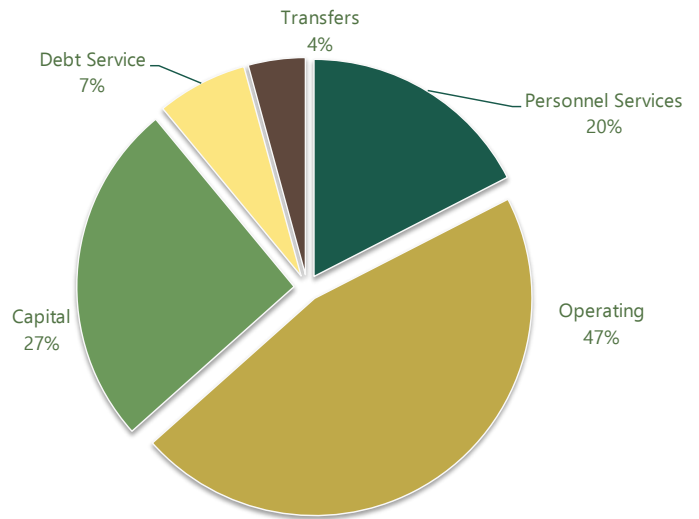
# Budget in Brief: Agency-wide

## Fiscal Year 2021-2022

FY 2021-22 Total Expenditures \$35,980,600	
General	\$ 17,530,300
Special Revenue	\$ 5,108,400
Debt Service	\$ 1,136,100
Capital Projects	\$ 9,064,400
Enterprise	\$ 1,623,400
Internal Service	\$ 513,200
Successor Agency	\$ 1,004,800



FY 2021-22 Total Expenditures by Type	
Personnel Services	\$ 6,280,400
Operating	\$ 16,532,800
Capital	\$ 9,214,400
Debt Service	\$ 2,425,700
Transfers	\$ 1,527,300
<b>Total</b>	<b>\$ 35,980,600</b>



# 5-Year Fund Balance Projection

## Fiscal Years 2020-2021 to 2025-2026

	<b>FY 20-21</b> <b>Projected</b>	<b>FY 21-22</b> <b>Estimated</b>	<b>FY 22-23</b> <b>Estimated</b>	<b>FY 23-24</b> <b>Estimated</b>	<b>FY 24-25</b> <b>Estimated</b>	<b>FY 25-26</b> <b>Estimated</b>
Beginning Unassigned Fund Balance	\$ 12,103,465	\$ 14,365,865	\$ 13,316,665	\$ 13,141,362	\$ 12,781,991	\$ 12,229,454
<b>Revenues</b>						
Taxes	\$ 14,800,800	\$ 14,900,600	\$ 15,198,612	\$ 15,502,584	\$ 15,812,636	\$ 16,128,889
Licenses & Permits	\$ 585,100	\$ 537,400	\$ 548,148	\$ 559,111	\$ 570,293	\$ 581,699
Intergovernmental	\$ 326,200	\$ 546,000	\$ 556,920	\$ 568,058	\$ 579,420	\$ 591,008
Charges for Services	\$ 583,400	\$ 646,700	\$ 659,634	\$ 672,827	\$ 686,283	\$ 700,009
Fines & Forfeitures	\$ 186,500	\$ 272,500	\$ 277,950	\$ 283,509	\$ 289,179	\$ 294,963
Investment Income	\$ 188,200	\$ 190,000	\$ 193,800	\$ 197,676	\$ 201,630	\$ 205,662
Other Revenue	\$ 600,600	\$ 136,200	\$ 138,924	\$ 141,702	\$ 144,537	\$ 147,427
Other Financing Sources	\$ 534,700	\$ 300,900	\$ 306,918	\$ 313,056	\$ 319,317	\$ 325,704
<b>Total Revenues</b>	<b>\$ 17,805,500</b>	<b>\$ 17,530,300</b>	<b>\$ 17,880,906</b>	<b>\$ 18,238,524</b>	<b>\$ 18,603,295</b>	<b>\$ 18,975,360</b>
<b>Expenditures</b>						
Operating Expenditures	\$ 14,339,300	\$ 17,530,300	\$ 18,056,209	\$ 18,597,895	\$ 19,155,832	\$ 19,730,507
Capital Expenditures	\$ 1,203,800	\$ 1,049,200	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 15,543,100</b>	<b>\$ 18,579,500</b>	<b>\$ 18,056,209</b>	<b>\$ 18,597,895</b>	<b>\$ 19,155,832</b>	<b>\$ 19,730,507</b>
<b>Net increase (decrease) in Fund Balance</b>	<b>2,262,400</b>	<b>(1,049,200)</b>	<b>(175,303)</b>	<b>(359,371)</b>	<b>(552,538)</b>	<b>(755,147)</b>
<b>Ending Unassigned Fund Balance</b>	<b>\$ 14,365,865</b>	<b>\$ 13,316,665</b>	<b>\$ 13,141,362</b>	<b>\$ 12,781,991</b>	<b>\$ 12,229,454</b>	<b>\$ 11,474,307</b>
<b>Ending Unassigned Fund Balance Percent*</b>	<b>77.3%</b>	<b>73.8%</b>	<b>70.7%</b>	<b>66.7%</b>	<b>62.0%</b>	<b>55.9%</b>

### Assumptions:

Assuming a 2.0% increase annually in taxes

Assuming a 3.0% increase annually in operating expenses

\*Percentage of expenditures of funding of the following year

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

# Revenue Sources

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## Fiscal Year 2021-2022

### TAXES

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

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

### SPECIAL REVENUE FUND ALLOCATIONS

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

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

### GRANTS AND INTERGOVERNMENTAL

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

- **State Grants** - Ian Calderon Skatepark and Park Master Plan (California Natural Resource Agency)
- **County Grant** - reimbursement for certain CIP project costs
- **Motor Vehicle License Fees** - allocation from state DMV for registrants with an address within city limits

### USE OF MONEY

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

# Revenue Sources

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## Fiscal Year 2021-2022

### 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. Like charges for services, 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 2021-2022

Account Number	Revenue Source	FY 19-20 Actuals	FY 20-21 Adopted Budget	FY 20-21 Estimated Actuals	FY 21-22 Adopted Budget	% Change From Prior Year Budget
<b>GENERAL FUND - 100</b>						
<b>Taxes &amp; Assessments</b>						
100-41050	Sales and Use Tax	\$ 3,208,848	\$ 2,539,000	\$ 3,532,100	\$ 3,538,700	39%
100-41055	Sales and Use Tax - Measure LP	2,719,950	2,137,500	3,049,000	3,013,000	41%
100-41100	Franchise - Edison Co.	180,984	186,000	201,700	195,000	5%
100-41110	Franchise - So. Ca. Gas Co.	68,694	60,000	75,300	80,600	34%
100-41120	Franchise - SGV Water Co.	17,676	18,000	18,400	18,000	0%
100-41130	Franchise - Suburban Water	45,835	45,000	54,500	50,000	11%
100-41140	Franchise - Cable/Video	207,624	200,000	200,100	200,000	0%
100-41150	Franchise - Waste	438,091	460,000	471,300	470,000	2%
100-41160	Implementation Fee-AB 939	100,000	100,000	100,000	100,000	0%
100-41180	Property Tax	1,617,053	1,518,100	1,541,700	1,574,000	4%
100-41181	Property Tax Administration	(19,543)	(20,200)	(20,900)	(21,400)	6%
100-41182	In-Lieu of VLF Reimbursement	4,950,845	5,099,400	5,218,700	5,312,700	4%
100-41200	Transient Occupancy Tax	217,209	240,100	202,000	210,000	-13%
100-41210	Property Transfer Tax	63,652	70,000	69,500	70,000	0%
100-41220	Business License/Permits	97,237	100,000	87,400	90,000	-10%
<b>Total Taxes &amp; Assessments</b>		<b>\$ 13,914,157</b>	<b>\$ 12,752,900</b>	<b>\$ 14,800,800</b>	<b>\$ 14,900,600</b>	<b>17%</b>
<b>Licenses &amp; Permits</b>						
100-42100	Industrial Waste Permits	\$ 23,940	\$ 23,500	\$ 27,000	\$ 25,000	6%
100-42110	Building & Safety Permits	583,347	480,000	430,000	375,400	-22%
100-42130	Special Permits	22,633	12,000	12,700	12,000	0%
100-42140	Animal License Fees	64,013	75,000	63,600	70,000	-7%
100-42150	Business License Application Fee	49,238	50,000	46,600	50,000	0%
100-42160	SB 1186 (CASP Fee)	4,838	5,000	5,200	5,000	0%
<b>Total Licenses and Permits</b>		<b>\$ 748,008</b>	<b>\$ 645,500</b>	<b>\$ 585,100</b>	<b>\$ 537,400</b>	<b>-17%</b>
<b>Fines &amp; Forfeitures</b>						
100-43100	Court Fines	\$ 60,039	\$ 60,000	\$ 23,300	\$ 60,000	0%
100-43110	Parking Citations	214,956	200,000	151,500	200,000	0%
100-43120	Administrative Penalties - Code Enf.	23,582	18,000	8,700	10,000	-44%
100-43130	Administrative Penalties - Animal Control	1,490	2,000	3,000	2,500	100%
<b>Total Fines &amp; Forfeitures</b>		<b>\$ 300,067</b>	<b>\$ 280,000</b>	<b>\$ 186,500</b>	<b>\$ 272,500</b>	<b>-3%</b>
<b>Use of Money</b>						
100-44100	Interest on Investments	\$ 266,516	\$ 120,000	\$ 188,200	\$ 190,000	58%
<b>Total Use of Money</b>		<b>\$ 266,516</b>	<b>\$ 120,000</b>	<b>\$ 188,200</b>	<b>\$ 190,000</b>	<b>58%</b>
<b>Intergovernmental</b>						
100-45100	Federal Grant -Summer Lunch Program	\$ 27,464	\$ 27,500	\$ 189,700	\$ 150,000	445%
100-45110	State Grant	94,640	-	38,700	356,000	0%
100-45120	County Grant	-	-	58,000	-	0%
100-45140	State Mandated Reimbursements	12,210	10,000	10,000	10,000	0%
100-45145	Motor Vehicles License Fees	32,287	30,000	29,800	30,000	0%
<b>Total Intergovernmental</b>		<b>\$ 166,602</b>	<b>\$ 67,500</b>	<b>\$ 326,200</b>	<b>\$ 546,000</b>	<b>709%</b>



# Revenue Details

## Fiscal Year 2021-2022

Account Number	Revenue Source	FY 19-20 Actuals	FY 20-21 Adopted Budget	FY 20-21 Estimated Actuals	FY 21-22 Adopted Budget	% Change From Prior Year Budget
<b>GENERAL FUND - 100 (continued)</b>						
<b>Charges for Services</b>						
100-47100	Zoning Fees	\$ 57,712	\$ 43,000	\$ 46,300	\$ 45,000	5%
100-47110	Building Plan Check Fees	369,841	320,000	286,700	250,300	-22%
100-47120	Public Works Inspection Fees	205,997	166,200	132,600	147,200	-11%
100-47130	Engineering Plan Check Fees	9,305	-	-	-	0%
100-47150	Repair to Public Property	(78)	5,000	48,600	5,000	0%
100-47160	Facility Rental	10,825	20,000	-	10,000	-50%
100-47170	Subdivision Fees	5,085	5,500	300	2,000	-64%
100-47180	Site Plan Review	8,530	10,000	6,100	8,000	-20%
100-47210	Emergency Response Program	-	500	-	500	0%
100-47220	Vehicle Impound Fees	33,015	30,000	12,300	15,000	-50%
100-47240	Foreclosure Registration Fee	800	1,000	400	500	-50%
100-47260	Recreation Programs	112,557	140,000	100	100,000	-29%
100-47270	Senior Center Programs	1,960	4,000	-	2,000	-50%
100-47280	Landscape Maintenance	8,791	8,700	8,700	8,800	1%
100-47290	Passport Program	21,017	35,000	4,600	17,000	-51%
100-47300	Telecommunication Lease/Rental	35,434	35,400	35,400	35,400	0%
100-47440	Solid Waste Review Fee	9,928	-	1,300	-	0%
<b>Total Charges For Services</b>		<b>\$ 890,721</b>	<b>\$ 824,300</b>	<b>\$ 583,400</b>	<b>\$ 646,700</b>	<b>-22%</b>
<b>Other Financing Sources</b>						
100-48100	Successor Agency Reimbursement	\$ 128,763	\$ 89,300	\$ 92,300	\$ 14,000	-84%
100-48120	Tap Card Sales	266	100	100	100	0%
100-48130	Donations	-	2,000	900	1,000	-50%
100-48140	Military Banner Donations	(226)	100	100	100	0%
100-48900	Miscellaneous	142,103	100,000	160,000	135,000	35%
100-49120	Unrealized Gain	403,881	-	439,500	-	0%
100-49900	Transfers in from Other Funds	547,449	385,700	442,400	286,900	-26%
<b>Total Other Financing Sources</b>		<b>\$ 1,222,236</b>	<b>\$ 577,200</b>	<b>\$ 1,135,300</b>	<b>\$ 437,100</b>	<b>-24%</b>
<b>Total General Fund</b>		<b>\$ 17,508,306</b>	<b>\$ 15,267,400</b>	<b>\$ 17,805,500</b>	<b>\$ 17,530,300</b>	<b>15%</b>
<b>SPECIAL REVENUE FUNDS</b>						
<b>Gas Tax Fund</b>						
200-44100	Interest on Investments	\$ 2,611	\$ 2,000	\$ 500	\$ 1,000	-50%
200-45150	Gas Tax - 2103	281,297	325,500	315,300	360,400	11%
200-45151	Gas Tax - 2105	208,099	211,100	205,200	234,800	11%
200-45152	Gas Tax - 2106	122,821	122,800	118,900	135,300	10%
200-45153	Gas Tax - 2107	262,764	251,900	249,400	276,200	10%
200-45144	Gas Tax - 2107.5	6,000	6,000	6,000	6,000	0%
200-48900	Miscellaneous	45,863	46,000	46,000	46,000	0%
200-49900	Transfers in from Other Funds	810	-	1,600	-	0%
<b>Total State Gas Tax</b>		<b>\$ 930,265</b>	<b>\$ 965,300</b>	<b>\$ 942,900</b>	<b>\$ 1,059,700</b>	<b>10%</b>
<b>RMRA (SB 1) Fund</b>						
202-44100	Interest on Investments	\$ 22,428	\$ 3,000	\$ 3,000	\$ 3,000	0%
202-45154	Gas Tax - RMRA (SB 1)	706,564	701,100	596,300	797,300	14%
<b>Total RMRA (SB 1)</b>		<b>\$ 728,993</b>	<b>\$ 704,100</b>	<b>\$ 599,300</b>	<b>\$ 800,300</b>	<b>14%</b>

# Revenue Details

## Fiscal Year 2021-2022

Account Number	Revenue Source	FY 19-20 Actuals	FY 20-21 Adopted Budget	FY 20-21 Estimated Actuals	FY 21-22 Adopted Budget	% Change From Prior Year Budget
<b>SPECIAL REVENUE FUNDS (continued)</b>						
<b>Measure M Fund</b>						
203-44100	Interest on Investments	\$ 12,145	\$ 5,000	\$ 1,500	\$ 3,000	-40%
203-45200	Measure M Allocations	551,864	485,100	572,800	577,600	19%
<b>Total Measure M</b>		<b>\$ 564,010</b>	<b>\$ 490,100</b>	<b>\$ 574,300</b>	<b>\$ 580,600</b>	<b>18%</b>
<b>Measure R Fund</b>						
205-44100	Interest on Investments	\$ 14,925	\$ 8,700	\$ 1,500	\$ 3,000	-66%
205-45200	Measure R Allocations	490,298	428,000	502,500	509,700	
205-49900	Transfer In from Other Funds	2,079	-	-	-	19%
<b>Total Measure R</b>		<b>\$ 507,301</b>	<b>\$ 436,700</b>	<b>\$ 504,000</b>	<b>\$ 512,700</b>	<b>17%</b>
<b>Proposition A Fund</b>						
210-44100	Interest on Investments	\$ 14,136	\$ 8,000	\$ 2,000	\$ 4,000	-50%
210-45210	Proposition A Transportation	789,228	687,900	807,400	819,300	19%
210-46100	Dial-A-Ride Fares	668	900	300	700	-22%
210-46105	Shuttle Fares	31,619	36,000	16,300	31,700	-12%
210-46110	Foothill Pass Sales	47,859	62,000	9,000	48,000	-23%
210-46120	Metrolink Pass Sales	11,343	14,000	1,000	11,400	-19%
210-46130	MTA Pass Sales	11,997	19,000	1,000	12,000	-37%
210-49900	Transfer In from Other Funds	13,532	-	-	-	-37%
<b>Total Proposition A</b>		<b>\$ 920,381</b>	<b>\$ 827,800</b>	<b>\$ 837,000</b>	<b>\$ 927,100</b>	<b>12%</b>
<b>Proposition C Fund</b>						
215-44100	Interest on Investments	\$ 35,779	\$ 15,000	\$ 5,000	\$ 8,000	-47%
215-45220	Proposition C Transportation	654,667	570,600	669,900	679,500	
215-49900	Transfer In from Other Funds	3,413	-	-	-	19%
<b>Total Proposition C</b>		<b>\$ 693,859</b>	<b>\$ 585,600</b>	<b>\$ 674,900</b>	<b>\$ 687,500</b>	<b>17%</b>
<b>Local Transportation Fund</b>						
220-45190	TDA SB 821 Allocation	\$ -	\$ 50,000	\$ 10,000	\$ 45,000	-10%
<b>Total Local Transportation Fund</b>		<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 10,000</b>	<b>\$ 45,000</b>	<b>-10%</b>
<b>HSIP Grant Fund</b>						
230-45100	HSIP Grant	\$ -	\$ 786,000	\$ -	\$ 786,000	0%
<b>Total HSIP Grant</b>		<b>\$ -</b>	<b>\$ 786,000</b>	<b>\$ -</b>	<b>\$ 786,000</b>	<b>0%</b>
<b>Supplemental Law Enforcement Fund</b>						
240-45160	Citizen's Option Public Funds	\$ 155,948	\$ 100,000	\$ 156,700	\$ 140,000	40%
<b>Total Supplemental Law Enforcement</b>		<b>\$ 155,948</b>	<b>\$ 100,000</b>	<b>\$ 156,700</b>	<b>\$ 140,000</b>	<b>40%</b>
<b>JAG Grant Fund</b>						
245-45100	JAG Grant	\$ 10,172	\$ -	\$ -	\$ -	0%
<b>Total JAG Grant</b>		<b>\$ 10,172</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>Asset Seizure Fund</b>						
255-44100	Interest on Investments	\$ 12	\$ -	\$ -	\$ -	0%
<b>Total Asset Seizure</b>		<b>\$ 12</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

# Revenue Details

## Fiscal Year 2021-2022

Account Number	Revenue Source	FY 19-20 Actuals	FY 20-21 Adopted Budget	FY 20-21 Estimated Actuals	FY 21-22 Adopted Budget	% Change From Prior Year Budget
<b>SPECIAL REVENUE FUNDS (continued)</b>						
<b>Community Development Block Grant Fund</b>						
260-46141	Program Income	\$ 520	\$ 1,800	\$ -	\$ 600	-67%
260-46150	CDBG Grant	308,935	443,800	411,300	477,000	7%
<b>Total Community Development Block Grant</b>		<b>\$ 309,455</b>	<b>\$ 445,600</b>	<b>\$ 411,300</b>	<b>\$ 477,600</b>	<b>7%</b>
<b>Cal Home Grant Fund</b>						
265-44100	Interest on Investments	\$ 9,835	\$ 4,000	\$ 1,200	\$ 2,000	-50%
<b>Total Cal Home Grant</b>		<b>\$ 9,835</b>	<b>\$ 4,000</b>	<b>\$ 1,200</b>	<b>\$ 2,000</b>	<b>-50%</b>
<b>Air Quality Improvement District Fund</b>						
270-35010	Clean Transportation Grant	\$ 7,114	\$ -	\$ -	\$ 25,000	
270-44100	Interest on Investments	2,789	2,000	500	1,000	-50%
270-45170	Vehicle Registration Fees	51,595	51,000	51,000	51,000	0%
<b>Total Air Quality Improvement District</b>		<b>\$ 61,497</b>	<b>\$ 53,000</b>	<b>\$ 51,500</b>	<b>\$ 77,000</b>	<b>45%</b>
<b>PEG Access Fund</b>						
275-41140	Cable PEG Access	\$ 41,621	\$ 35,000	\$ 41,800	\$ 35,000	0%
275-44100	Interest on Investments	3,448	1,500	500	600	-60%
<b>Total PEG Access</b>		<b>\$ 45,069</b>	<b>\$ 36,500</b>	<b>\$ 42,300</b>	<b>\$ 35,600</b>	<b>-2%</b>
<b>Miscellaneous Grant Fund</b>						
280-45110	State Grants	\$ 509,705	\$ 741,000	\$ 1,188,400	\$ 188,000	100%
280-45120	County Grant	-	57,400	58,600	-	-100%
280-45130	Miscellaneous Grant	-	40,000	-	40,000	0%
<b>Total Miscellaneous Grant</b>		<b>\$ 509,705</b>	<b>\$ 838,400</b>	<b>\$ 1,247,000</b>	<b>\$ 228,000</b>	<b>-73%</b>
<b>Measure A Safe Parks Fund</b>						
283-45240	Measure A Allocations - M & S	-	27,200	-	27,200	0%
283-45245	Measure A Allocations - CPIP	-	196,300	-	450,000	129%
<b>Total Measure A Safe Parks Fund</b>		<b>\$ -</b>	<b>\$ 223,500</b>	<b>\$ -</b>	<b>\$ 477,200</b>	<b>114%</b>
<b>Measure W Fund</b>						
284-44100	Interest on Investments	\$ -	\$ 1,000	\$ 200	\$ 500	0%
284-45215	Measure W Allocation	-	340,000	339,100	340,000	100%
<b>Total Measure W</b>		<b>\$ -</b>	<b>\$ 341,000</b>	<b>\$ 339,300</b>	<b>\$ 340,500</b>	<b>0%</b>
<b>Lighting &amp; Landscape Maint. Fund</b>						
285-41180	Property Tax	\$ 853,839	\$ 831,600	\$ 856,500	\$ 885,500	6%
285-41181	Property Tax Administration	(11,058)	(12,000)	(11,800)	(12,100)	1%
285-44100	Interest on Investments	22,298	20,000	2,200	5,000	-75%
285-48900	Miscellaneous	3,972	-	-	-	
285-49900	Transfers in from Other Funds	-	-	2,700	-	0%
<b>Total Lighting &amp; Landscape Maint.</b>		<b>\$ 869,051</b>	<b>\$ 839,600</b>	<b>\$ 849,600</b>	<b>\$ 878,400</b>	<b>5%</b>
<b>Low-Mod Housing Asset Fund</b>						
290-44100	Interest on Investments	\$ 4,167	\$ -	\$ 500	\$ 1,000	
290-49900	Transfers In - Low-Mod Housing Asset	61,770	70,200	70,200	65,100	-7%
<b>Total Low-Mod Housing Asset Fund</b>		<b>\$ 65,937</b>	<b>\$ 70,200</b>	<b>\$ 70,700</b>	<b>\$ 66,100</b>	<b>-6%</b>
<b>Total Special Revenue Funds</b>		<b>\$ 6,381,491</b>	<b>\$ 7,797,400</b>	<b>\$ 7,312,000</b>	<b>\$ 8,121,300</b>	<b>4%</b>

# Revenue Details

## Fiscal Year 2021-2022

Account Number	Revenue Source	FY 19-20 Actuals	FY 20-21 Adopted Budget	FY 20-21 Estimated Actuals	FY 21-22 Adopted Budget	% Change From Prior Year Budget
<b>DEBT SERVICE FUNDS</b>						
<b>Citywide Debt Service Fund</b>						
300-49135	Bond Proceeds	\$ -	\$ -	\$ 8,517,700	\$ -	
300-49900	Transfers In - Citywide Debt Service Fund	-	-	85,200	627,800	100%
<b>Total Series Citywide Debt Service Fund</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,602,900</b>	<b>\$ 627,800</b>	<b>100%</b>
<b>Series 2019A Debt Service Fund</b>						
305-49900	Transfers In - Series 2019A Debt Service Fund	\$ 263,333	\$ 262,800	\$ 262,800	\$ 263,600	100%
<b>Total Series 2019A Debt Service Fund</b>		<b>\$ 263,333</b>	<b>\$ 262,800</b>	<b>\$ 262,800</b>	<b>\$ 263,600</b>	<b>100%</b>
<b>Series 2019B Debt Service Fund</b>						
310-49900	Transfers In - Series 2019B Debt Service Fund	\$ 230,933	\$ 234,200	\$ 234,200	\$ 230,400	100%
<b>Total Series 2019B Debt Service Fund</b>		<b>\$ 230,933</b>	<b>\$ 234,200</b>	<b>\$ 234,200</b>	<b>\$ 230,400</b>	<b>100%</b>
<b>Total Debt Service Funds</b>		<b>\$ 494,267</b>	<b>\$ 497,000</b>	<b>\$ 9,099,900</b>	<b>\$ 1,121,800</b>	<b>100%</b>
<b>CAPITAL PROJECTS FUNDS</b>						
<b>Capital Projects Fund</b>						
400-49900	Transfers In - CIP Fund	157,000	68,500	58,500	53,500	-22%
<b>Total Capital Projects</b>		<b>\$ 157,000</b>	<b>\$ 68,500</b>	<b>\$ 58,500</b>	<b>\$ 53,500</b>	<b>-22%</b>
<b>Series 2019A Capital Project Fund</b>						
405-44100	Interest on Investments	\$ 1,923	\$ -	\$ -	\$ -	
405-49135	Bond Proceeds	3,910,000	-	-	-	0%
405-49136	Bond Premium	227,525	-	-	-	0%
<b>Total Series 2019A Capital Project Fund</b>		<b>\$ 4,139,447</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>Series 2019B Capital Project Fund</b>						
410-44100	Interest on Investments	\$ 1,707	\$ -	\$ -	\$ -	
410-49135	Bond Proceeds	3,470,000	-	-	-	0%
410-49136	Bond Premium	202,847	-	-	-	0%
<b>Total Series 2019B Capital Project Fund</b>		<b>\$ 3,674,554</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>Total Capital Projects Funds</b>		<b>\$ 7,971,001</b>	<b>\$ 68,500</b>	<b>\$ 58,500</b>	<b>\$ 53,500</b>	<b>-22%</b>
<b>PROPRIETARY FUNDS</b>						
<b>Sewer Construction/Maintenance Fund</b>						
500-44100	Interest on Investments	\$ 94,654	\$ 70,000	\$ 8,000	\$ 20,000	-71%
500-47400	Sewer Impact Fee	69,888	55,000	75,500	50,000	-9%
500-47405	Sewer Maintenance Fee (CSMD)	435,944	400,000	436,000	430,000	8%
500-47410	Sewer Maintenance Fee	889,155	800,000	881,000	875,000	9%
<b>Total Sewer Construction/Maint.</b>		<b>\$ 1,489,641</b>	<b>\$ 1,325,000</b>	<b>\$ 1,400,500</b>	<b>\$ 1,375,000</b>	<b>4%</b>
<b>Equipment Replacement Fund</b>						
550-44100	Interest on Investments	\$ 6,039	\$ 1,500	\$ 800	\$ 1,000	-33%
550-49150	Equipment Replacement Charges	173,088	140,800	140,800	160,000	14%
550-49800	Contributions from Other Funds	6,950	-	-	-	0%
550-49900	Transfers In from Other Funds	5,811	-	80,147	-	14%
<b>Total Equipment Replacement</b>		<b>\$ 191,889</b>	<b>\$ 142,300</b>	<b>\$ 141,600</b>	<b>\$ 161,000</b>	<b>13%</b>

# Revenue Details

## Fiscal Year 2021-2022

Account Number	Revenue Source	FY 19-20 Actuals	FY 20-21 Adopted Budget	FY 20-21 Estimated Actuals	FY 21-22 Adopted Budget	% Change From Prior Year Budget
<b>PROPRIETARY FUNDS (continued)</b>						
<b>Vehicle Maintenance &amp; Replacement Fund</b>						
555-44100	Interest on Investments	\$ 2,636	\$ 1,500	\$ 100	\$ 200	-87%
555-49140	Vehicle Equipment Replacement Charges	138,372	156,000	156,000	188,000	21%
555-49800	Contributions from Other Funds	203,798	-	-	-	0%
555-49900	Transfers in from Other Funds	-	-	361,400	-	0%
	<b>Total Vehicle Maintenance &amp; Replacement</b>	<b>\$ 344,806</b>	<b>\$ 157,500</b>	<b>\$ 517,500</b>	<b>\$ 188,200</b>	<b>19%</b>
	<b>Total Proprietary Funds</b>	<b>\$ 2,026,336</b>	<b>\$ 1,624,800</b>	<b>\$ 2,059,600</b>	<b>\$ 1,724,200</b>	<b>6%</b>
<b>Successor Agency Fund</b>						
610-44100	Interest on Investments	\$ 1,972	\$ 100	\$ 100	\$ 100	0%
610-41180	Property Tax (RPTTF Distributions)	726,617	737,500	737,500	600,900	-19%
	<b>Total Successor Agency</b>	<b>\$ 728,589</b>	<b>\$ 737,600</b>	<b>\$ 737,600</b>	<b>\$ 601,000</b>	<b>-19%</b>
	<b>Total City</b>	<b>\$ 35,109,989</b>	<b>\$ 25,992,700</b>	<b>\$ 37,073,100</b>	<b>\$ 29,152,100</b>	<b>12%</b>



# EXPENDITURE SUMMARY

# Budgeted Expenditure by Type

## Fiscal Year 2021-2022

Acct. No.	Department	Personnel Services	Operating Expenditures	Capital Outlay	Capital Improvement	Debt Services	Transfer Out	Total
100-1100	City Council	\$ 202,000	\$ 91,000	\$ -	\$ -	\$ -	\$ -	\$ 293,000
100-1110	City Manager	539,000	262,800	-	-	-	-	801,800
100-1120	City Clerk	221,100	106,900	-	-	-	-	328,000
275-1125	PEG Access	-	17,500	75,000	-	-	-	92,500
100-1130	Financial Services	550,100	119,800	-	-	-	-	669,900
100-1135	Human Resources/Risk Management	551,200	365,300	-	-	-	-	916,500
300-1135	Human Resources/Risk Management	-	-	-	-	642,100	-	642,100
100-1150	General Services	-	247,300	-	-	-	-	247,300
550-5100	Information Technology	-	161,000	-	-	-	-	161,000
<b>General Government</b>		<b>\$ 2,063,400</b>	<b>\$ 1,371,600</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ 642,100</b>	<b>\$ -</b>	<b>\$ 4,152,100</b>
100-2100	Public Safety Services	\$ -	\$ 8,870,600	\$ -	\$ -	\$ -	\$ -	\$ 8,870,600
240-2100	Public Safety Services	-	137,600	-	-	-	2,400	140,000
245-2100	Public Safety Services	-	-	-	-	-	-	-
255-2100	Public Safety Services	-	-	-	-	-	-	-
	Code Enforcement Services	435,300	288,900	-	-	-	-	724,200
100-2120	Emergency Preparedness	-	7,100	-	-	-	-	7,100
100-2130	Animal Control Services	208,200	102,900	-	-	-	-	311,100
<b>Public Safety</b>		<b>\$ 643,500</b>	<b>\$ 9,407,100</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,400</b>	<b>\$ 10,053,000</b>
100-3100	Public Works Services	\$ -	\$ 148,000	\$ -	\$ -	\$ -	\$ -	\$ 148,000
270-3100	Public Works Services (AQMD)	1,100	120,000	-	-	-	-	121,100
284-3100	Public Works (Measure W)	-	95,000	-	-	-	-	95,000
100-3110	Engineering Services	-	129,900	-	-	-	-	129,900
200-3120	Streets	332,500	690,700	-	-	-	-	1,023,200
202-3120	Streets	23,100	-	-	-	-	-	23,100
203-3120	Streets	208,600	-	-	-	-	263,600	472,200
205-3120	Streets (Measure R)	205,900	-	-	-	-	283,900	489,800
305-3120	Series 2019A Debt Service Fund	-	-	-	-	263,600	-	263,600
310-3120	Series 2019B Debt Service Fund	-	-	-	-	230,400	-	230,400
400-3120	Streets	-	-	-	-	53,500	-	53,500
210-3130	Transportation (Prop A)	144,200	752,600	-	-	-	-	896,800
215-3130	Transportation (Prop C)	68,700	-	-	-	-	-	68,700
555-3150	Vehicle Maintenance & Replacement	-	277,200	75,000	-	-	-	352,200
100-3300	Planning/Zoning Services	270,100	308,000	-	-	-	-	578,100
280-3300	Planning/Zoning Services	-	-	-	-	-	-	-
100-3310	Building & Safety Services	-	376,900	-	-	-	-	376,900
100-3320	Housing & Community Services	95,700	14,300	-	-	-	692,900	802,900
260-3320	Housing & Community Services	335,300	142,300	-	-	-	-	477,600
265-3320	Housing & Community Services	-	190,000	-	-	-	9,500	199,500
290-3320	Housing & Community Services	-	-	-	-	-	-	-
100-3330	Parks	467,400	84,700	-	-	-	-	552,100
283-3330	Parks	-	27,200	-	-	-	-	27,200
285-3330	Parks	243,500	684,700	-	-	-	-	928,200
<b>Development Services</b>		<b>\$ 2,396,100</b>	<b>\$ 4,041,500</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ 547,500</b>	<b>\$ 1,249,900</b>	<b>\$ 8,310,000</b>
500-3210	Sewer Construction/Maintenance	\$ -	\$ 773,400	\$ -	\$ -	\$ 575,000	\$ 275,000	\$ 1,623,400
<b>Sewer</b>		<b>\$ -</b>	<b>\$ 773,400</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 575,000</b>	<b>\$ 275,000</b>	<b>\$ 1,623,400</b>
100-4100	Recreation Services	\$ 735,100	\$ 291,000	\$ -	\$ -	\$ -	\$ -	\$ 1,026,100
100-4110	Youth Learning Activity Services	350,000	78,200	-	-	-	-	428,200
100-4130	Senior Services	92,300	71,600	-	-	-	-	163,900
100-4140	Community Promotions	-	154,700	-	-	-	-	154,700
<b>Community Services</b>		<b>\$ 1,177,400</b>	<b>\$ 595,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,772,900</b>

# Budgeted Expenditure by Type

## Fiscal Year 2021-2022

<u>Acct. No.</u>	<u>Department</u>	<u>Personnel Services</u>	<u>Operating Expenditures</u>	<u>Capital Outlay</u>	<u>Capital Improvement</u>	<u>Debt Services</u>	<u>Transfer Out</u>	<u>Total</u>
610-5100	RPTTF	\$ -	\$ 343,700	\$ -	\$ -	\$ 661,100	\$ -	\$ 1,004,800
	<b>Successor Agency</b>	<b>\$ -</b>	<b>\$ 343,700</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 661,100</b>	<b>\$ -</b>	<b>\$ 1,004,800</b>
	Capital Improvement Projects	\$ -	\$ -	\$ -	\$ 9,064,400	\$ -	\$ -	\$ 9,064,400
	<b>Capital Improvements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 9,064,400</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 9,064,400</b>
	<b>Total</b>	<b>\$ 6,280,400</b>	<b>\$ 16,532,800</b>	<b>\$ 150,000</b>	<b>\$ 9,064,400</b>	<b>\$ 2,425,700</b>	<b>\$ 1,527,300</b>	<b>\$ 35,980,600</b>



# Budgeted Expenditures by Fund

## Fiscal Year 2021-2022

Dept	Fund	Description	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget	% Change from Prior Year Budget
<b>GENERAL FUND</b>							
1100	100	City Council	\$ 270,432	\$ 293,800	\$ 254,700	\$ 293,000	0%
1110	100	City Manager	553,993	657,000	636,300	801,800	22%
1120	100	City Clerk	215,927	402,300	313,100	328,000	-18%
1130	100	Financial Services	630,960	674,200	668,100	669,900	-1%
1135	100	Human Resources/Risk Management	1,079,303	1,116,900	869,800	916,500	-18%
1150	100	General Services	262,662	238,100	273,000	247,300	4%
2100	100	Public Safety Services	6,880,711	7,685,500	7,234,400	8,870,600	15%
2110	100	Code Enforcement Services	442,546	480,100	454,100	724,200	51%
2120	100	Emergency Preparedness	11,382	7,100	3,200	7,100	0%
2130	100	Animal Control Services	363,271	279,100	246,000	311,100	11%
3100	100	Public Works Services	147,600	63,100	39,500	148,000	135%
3110	100	Engineering Services	176,411	141,400	115,800	129,900	-8%
3300	100	Planning/Zoning Services	305,896	367,500	382,400	578,100	57%
3310	100	Building & Safety Services	572,837	481,500	431,000	376,900	-22%
3320	100	Housing & Community Services	117,415	141,300	105,000	110,000	-22%
3330	100	Parks	203,440	375,800	423,600	552,100	47%
4100	100	Recreation Services	805,932	1,077,400	908,700	1,026,100	-5%
4110	100	Youth Learning Activity Services	291,122	386,800	244,900	428,200	11%
4130	100	Senior Services	175,417	198,700	150,000	163,900	-18%
4140	100	Community Promotions	142,104	129,600	122,500	154,700	19%
9990	100	Transfers to Other Funds	80,795	70,200	463,200	692,900	887%
<b>Total General Fund</b>			<b>\$ 13,730,153</b>	<b>\$ 15,267,400</b>	<b>\$ 14,339,300</b>	<b>\$ 17,530,300</b>	<b>15%</b>
<b>STATE GAS TAX FUND</b>							
3120	200	Streets	\$ 803,537	\$ 958,800	\$ 879,900	\$ 1,023,200	7%
<b>Total State Gas Tax Fund</b>			<b>\$ 803,537</b>	<b>\$ 958,800</b>	<b>\$ 879,900</b>	<b>\$ 1,023,200</b>	<b>7%</b>
<b>RMRA (SB 1) FUND</b>							
3120	202	Streets	\$ -	\$ -	\$ -	\$ 23,100	0%
<b>Total RMRA (SB 1) Fund</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 23,100</b>	<b>0%</b>
<b>MEASURE M FUND</b>							
3120	203	Streets	\$ 434,805	\$ 472,700	\$ 439,400	\$ 472,200	0%
<b>Total Measure M Fund</b>			<b>\$ 434,805</b>	<b>\$ 472,700</b>	<b>\$ 439,400</b>	<b>\$ 472,200</b>	<b>0%</b>
<b>MEASURE R FUND</b>							
3120	205	Streets	\$ 431,025	\$ 483,300	\$ 448,400	\$ 489,800	1%
<b>Total Measure R Fund</b>			<b>\$ 431,025</b>	<b>\$ 483,300</b>	<b>\$ 448,400</b>	<b>\$ 489,800</b>	<b>1%</b>
<b>PROP A FUND</b>							
3130	210	Transportation	\$ 839,713	\$ 965,300	\$ 722,200	\$ 896,800	-7%
<b>Total Proposition A Fund</b>			<b>\$ 839,713</b>	<b>\$ 965,300</b>	<b>\$ 722,200</b>	<b>\$ 896,800</b>	<b>-7%</b>
<b>PROP C FUND</b>							
3130	215	Transportation	\$ 64,093	\$ 71,400	\$ 84,000	\$ 68,700	-4%
<b>Total Proposition C Fund</b>			<b>\$ 64,093</b>	<b>\$ 71,400</b>	<b>\$ 84,000</b>	<b>\$ 68,700</b>	<b>-4%</b>

# Budgeted Expenditures by Fund

## Fiscal Year 2021-2022

<u>Dept</u>	<u>Fund</u>	<u>Description</u>	<u>2019-2020 Actual</u>	<u>2020-2021 Adopted Budget</u>	<u>2020-2021 Estimated</u>	<u>2021-2022 Adopted Budget</u>	<u>% Change from Prior Year Budget</u>
<b>SUPPLEMENTAL LAW ENFORCEMENT FUND</b>							
2100	240	Public Safety Services	\$ 155,948	\$ 100,000	\$ 156,700	\$ 140,000	40%
<b>Total Supplemental Law Enforcement Fund</b>			<b>\$ 155,948</b>	<b>\$ 100,000</b>	<b>\$ 156,700</b>	<b>\$ 140,000</b>	<b>40%</b>
<b>JAG GRANT FUND</b>							
2100	245	Public Safety Services	\$ 10,172	\$ -	\$ -	\$ -	0%
<b>Total JAG Grant Fund</b>			<b>\$ 10,172</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>ASSET SEIZURE FUND</b>							
2100	255	Public Safety Services	\$ -	\$ -	\$ -	\$ -	0%
<b>Total Asset Seizure Fund</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>CDBG PROGRAM FUND</b>							
3320	260	Housing & Community Services	\$ 321,144	\$ 444,300	\$ 411,300	\$ 477,600	7%
<b>Total CDBG Program Fund</b>			<b>\$ 321,144</b>	<b>\$ 444,300</b>	<b>\$ 411,300</b>	<b>\$ 477,600</b>	<b>7%</b>
<b>CAL HOME LOAN FUND</b>							
3320	265	Housing & Community Services	\$ 3,015	\$ 215,700	\$ 119,400	\$ 199,500	-8%
<b>Total Cal Home Loan Fund</b>			<b>\$ 3,015</b>	<b>\$ 215,700</b>	<b>\$ 119,400</b>	<b>\$ 199,500</b>	<b>-8%</b>
<b>AIR QUALITY IMPROVEMENT FUND</b>							
3100	270	Vehicle Maintenance & Replacement	\$ 203,955	\$ 30,900	\$ 117,600	\$ 121,100	292%
<b>Total Air Quality Improvement Fund</b>			<b>\$ 203,955</b>	<b>\$ 30,900</b>	<b>\$ 117,600</b>	<b>\$ 121,100</b>	<b>292%</b>
<b>PEG ACCESS FUND</b>							
1125	275	Peg Access Channel	\$ 36,085	\$ 87,600	\$ 27,000	\$ 92,500	6%
<b>Total Peg Access Fund</b>			<b>\$ 36,085</b>	<b>\$ 87,600</b>	<b>\$ 27,000</b>	<b>\$ 92,500</b>	<b>6%</b>
<b>MISCELLANEOUS GRANT FUND</b>							
3300	280	Planning/Zoning Services	\$ 1,996	\$ -	\$ -	\$ -	0%
<b>Total Miscellaneous Grant Fund</b>			<b>\$ 1,996</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>MEASURE A SAFE PARKS FUND</b>							
3330	283	Parks	\$ -	\$ 27,200	\$ -	\$ 27,200	0%
<b>Total Measure A Safe Parks Fund</b>			<b>\$ -</b>	<b>\$ 27,200</b>	<b>\$ -</b>	<b>\$ 27,200</b>	<b>0%</b>
<b>MEASURE W FUND</b>							
3100	284	Public Works	\$ -	\$ 150,000	\$ 60,000	\$ 95,000	100%
<b>Total Measure W Fund</b>			<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ 60,000</b>	<b>\$ 95,000</b>	<b>100%</b>
<b>LIGHTING &amp; LANDSCAPING FUND</b>							
3330	285	Parks	\$ 1,083,057	\$ 892,400	\$ 943,100	\$ 928,200	4%
<b>Total Lighting &amp; Landscaping Fund</b>			<b>\$ 1,083,057</b>	<b>\$ 892,400</b>	<b>\$ 943,100</b>	<b>\$ 928,200</b>	<b>4%</b>
<b>HOUSING FUND</b>							
3320	290	Housing	\$ -	\$ -	\$ -	\$ -	0%
<b>Total Housing Fund</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

# Budgeted Expenditures by Fund

## Fiscal Year 2021-2022

<u>Dept</u>	<u>Fund</u>	<u>Description</u>	<u>2019-2020 Actual</u>	<u>2020-2021 Adopted Budget</u>	<u>2020-2021 Estimated</u>	<u>2021-2022 Adopted Budget</u>	<u>% Change from Prior Year Budget</u>
<b>CITYWIDE DEBT SERVICE FUND</b>							
1135	300	Citywide Debt Service Fund	\$ -	\$ -	\$ 8,588,600	\$ 642,100	100%
		<b>Totala Citywide Debt Service Fund</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,588,600</b>	<b>\$ 642,100</b>	<b>100%</b>
<b>SERIES 2019A DEBT SERVICE FUND</b>							
3120	305	Series 2019A Debt Service Fund	\$ 263,633	\$ 262,800	\$ 262,800	\$ 263,600	100%
		<b>Total Series 2019A Debt Service Fund</b>	<b>\$ 263,633</b>	<b>\$ 262,800</b>	<b>\$ 262,800</b>	<b>\$ 263,600</b>	<b>100%</b>
<b>SERIES 2019B DEBT SERVICE FUND</b>							
3120	310	Series 2019B Debt Service Fund	\$ 230,933	\$ 234,200	\$ 234,200	\$ 230,400	100%
		<b>Total Series 2019B Debt Service Fund</b>	<b>\$ 230,933</b>	<b>\$ 234,200</b>	<b>\$ 234,200</b>	<b>\$ 230,400</b>	<b>100%</b>
<b>CAPITAL PROJECTS FUND</b>							
3120	400	Capital Projects Fund	\$ 53,287	\$ 53,500	\$ 53,500	\$ 53,500	0%
		<b>Total Capital Projects Fund</b>	<b>\$ 53,287</b>	<b>\$ 53,500</b>	<b>\$ 53,500</b>	<b>\$ 53,500</b>	<b>0%</b>
<b>2019A CAPITAL PROJECT FUND</b>							
3120	405	2019A Capital Project Fund	\$ 76,179	\$ -	\$ -	\$ -	0%
		<b>Total 2019A Capital Project Fund</b>	<b>\$ 76,179</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>2019B CAPITAL PROJECT FUND</b>							
3120	410	2019B Capital Project Fund	\$ 67,670	\$ -	\$ -	\$ -	0%
		<b>Total 2019B Capital Project Fund</b>	<b>\$ 67,670</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>SEWER CONSTRUCTION/MTCE FUND</b>							
3210	500	Sewer Maintenance	\$ 804,470	\$ 1,264,700	\$ 1,147,800	\$ 1,623,400	28%
		<b>Total Sewer Construction/Mtce Fund</b>	<b>\$ 804,470</b>	<b>\$ 1,264,700</b>	<b>\$ 1,147,800</b>	<b>\$ 1,623,400</b>	<b>28%</b>
<b>EQUIPMENT REPLACEMENT FUND</b>							
5100	550	Information Technology	\$ 154,209	\$ 140,800	\$ 157,700	\$ 161,000	14%
		<b>Total Equipment Replacement Fund</b>	<b>\$ 154,209</b>	<b>\$ 140,800</b>	<b>\$ 157,700</b>	<b>\$ 161,000</b>	<b>14%</b>
<b>VEHICLE MAINTENANCE &amp; REPLACEMENT FUND</b>							
3150	555	Vehicle Maintenance & Replacement	\$ 187,765	\$ 226,800	\$ 207,300	\$ 352,200	55%
		<b>Total Vehicle Maintenance &amp; Replacement Fund</b>	<b>\$ 187,765</b>	<b>\$ 226,800</b>	<b>\$ 207,300</b>	<b>\$ 352,200</b>	<b>55%</b>
<b>SUCCESSOR AGENCY FUND</b>							
5100	610	RPTTF	\$ 597,057	\$ 1,021,900	\$ 1,019,000	\$ 1,004,800	-2%
		<b>Total Successor Agency Fund</b>	<b>\$ 597,057</b>	<b>\$ 1,021,900</b>	<b>\$ 1,019,000</b>	<b>\$ 1,004,800</b>	<b>-2%</b>

# Budgeted Expenditures by Fund

## Fiscal Year 2021-2022

<u>Dept</u>	<u>Fund</u>	<u>Description</u>	<u>2019-2020 Actual</u>	<u>2020-2021 Adopted Budget</u>	<u>2020-2021 Estimated</u>	<u>2021-2022 Adopted Budget</u>	<u>% Change from Prior Year Budget</u>
<b>CAPITAL IMPROVEMENTS</b>							
100	General Fund		\$ 187,788	\$ 2,419,700	\$ 1,203,800	\$ 1,049,200	-57%
200	State Gas Tax Fund		133,041	60,000	90,400	20,000	-67%
202	RMRA (SB 1)		149,421	1,400,000	1,312,700	950,000	-32%
203	Measure M Fund		211,899	356,000	170,300	490,000	38%
205	Measure R Fund		218,936	225,000	207,200	265,000	18%
210	Prop A Fund		-	230,000	-	250,000	9%
215	Prop C Fund		303,400	1,325,000	907,000	170,000	-87%
220	Local Transportation Fund		-	50,000	10,000	45,000	-10%
230	HSIP Grant Fund		-	786,000	-	786,000	0%
275	PEG Access Fund		-	50,000	56,000	10,000	-80%
280	Miscellaneous Grant Fund		1,176,856	789,500	761,900	40,000	-95%
283	Measure A Safe Parks		-	-	-	450,000	100%
284	Measure W Fund		-	-	65,000	275,000	100%
285	Lighting & Landscape Maint. Dist.		263,080	125,800	141,200	85,000	-32%
400	Capital Projects Fund		108,710	15,000	-	-	-100%
405	Series 2019A Capital Project Fund		-	2,200,000	875,600	2,089,600	-5%
410	Series 2019B Capital Project Fund		-	2,200,000	875,600	2,089,600	-5%
500	Sewer Construction/Mtce Fund		-	883,500	1,927,400	-	-100%
	<b>Total Capital Improvements</b>		<b>\$ 2,753,131</b>	<b>\$ 13,115,500</b>	<b>\$ 8,604,100</b>	<b>\$ 9,064,400</b>	<b>-31%</b>
	<b>GRAND TOTAL</b>		<b>\$ 23,307,032</b>	<b>\$ 36,487,200</b>	<b>\$ 39,023,300</b>	<b>\$ 35,980,600</b>	<b>-1%</b>



# **GANN APPROPRIATIONS LIMIT**



# Gann Appropriations Limit

## Fiscal Year 2021-2022

FY 2020-2021	Appropriations Limit, as adjusted		\$ 103,974,007
	Change in state Per Capita Income (cost of living factor)	%	5.7300
	Change in City of La Puente population	%	(0.67)
	Calculation of factor	( 1.0573 x .9933) =	1.0502
<b>FY 2021-2022</b>	<b>Appropriations Limit</b>	=	<b><u>\$ 109,193,502</u></b>
FY 2021-2022	Proceed of Taxes		\$ <u>(15,036,451)</u>
FY 2021-2022	Amount Under Appropriations Limit		\$ <u>94,157,051</u>

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

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

City of La Puente	-0.67%
County of Los Angeles	-0.89%
Change in State's Per Capita Income	5.73%
Change in City's new construction nonresidential assessed valuation	0.33%

# Proceeds of Taxes

## Fiscal Year 2021-2022

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<u>Proceeds of Taxes</u>	<u>Budget</u>
Sales & Use Tax	\$ 6,551,700
Franchise Tax	1,113,600
Transient Occupancy Tax	210,000
Property Transfer Tax	70,000
Business License Tax	90,000
Property Tax	6,865,300
Landscape Maintenance	8,800
Interest Earnings on Tax Proceeds	<u>127,051</u>
<b>Total Proceeds of Taxes</b>	<b><u><u>\$ 15,036,451</u></u></b>

### Calculation of Interest Earnings:

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Total Proceed of Taxes w/o interest earnings	14,909,400
Total Revenues	28,551,100
Less: Total Interest	<u>243,300</u>
	28,307,800
Tax Proceeds as % of Budget	52.22%
Total Interest Earnings	<u>243,300</u>
Interest Earned from Taxes	<u>127,051</u>



# **DEPARTMENTS, DIVISIONS AND FUNDS**







# GENERAL GOVERNMENT



# City of La Puente

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## City Council

**Summary**

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

**FY 2020-2021 Accomplishments**

- Provided leadership in combating the COVID-19 pandemic by establishing a vaccination site at the La Puente Community Center.
- Directed and approved the use of federal coronavirus funding including the CARES Act and CDBG-CV to provide support to the local community.
- Completed construction of the La Puente Skate Park and presided over its dedication.
- Attained major milestones in the La Puente Park Master Plan process.
- Directed staff to implement bilingual interpretation services at all City Council meetings, promoting transparency and civic engagement..

**FY 2021-2022 Goals**

- To focus on reducing crime and enhancing public safety for all residents.
- To encourage economic development within the City by supporting the local business community.
- To lead the community in its recovery from the COVID-19 pandemic.
- To continue oversight of the La Puente Park Master Plan.
- To meet the needs of the community in its policy making decisions.
- To represent the interests of the City before regional and State organizations and agencies.

<b><u>Authorized Positions</u></b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>
	<b><u>2019-20</u></b>	<b><u>2020-21</u></b>	<b><u>2021-22</u></b>
Council Members	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>
<b>Total FTE</b>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>

## Fiscal Year 2021-2022

	2019-2020	2020-2021	2020-2021	2021-2022	% Change
<b>BUDGET IN BRIEF</b>	<b>Actual</b>	<b>Adopted Budget</b>	<b>Estimated</b>	<b>Adopted Budget</b>	<b>from Prior Year Budget</b>
Personnel Services	\$ 186,116	\$ 202,600	\$ 179,600	\$ 202,000	0%
Operating Expenditures	84,316	91,200	75,100	91,000	0%
<b>TOTAL</b>	<b>\$ 270,432</b>	<b>\$ 293,800</b>	<b>\$ 254,700</b>	<b>\$ 293,000</b>	<b>0%</b>

### FUNDING SOURCES

100 - General Fund	\$ 270,432	\$ 293,800	\$ 254,700	\$ 293,000	0%
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### ACCOUNT NUMBER EXPLANATION

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

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full-time	51111	\$ 31,788	\$ 32,200	\$ 31,100	\$ 32,200
Retirement	51211	15,994	16,900	16,300	7,000
FICA-Medicare	51212	1,131	1,100	1,100	1,100
Other Health-DOC	51311	5,846	10,000	10,000	10,000
Disability Insurance	51312	120	100	100	100
Life Insurance	51313	900	900	800	900
Health Insurance	51314	84,761	95,800	74,600	105,100
Auto Allowance	51316	27,576	27,600	27,600	27,600
Telecommunication Allowance	51317	18,000	18,000	18,000	18,000
<b>Total Personnel Services</b>		<u>\$ 186,116</u>	<u>\$ 202,600</u>	<u>\$ 179,600</u>	<u>\$ 202,000</u>
<b>Operating Expenditures</b>					
Small Tools & Equipment	53012	355	600	200	600
Contract Services - Private	53111	33,465	33,000	30,000	33,000
Dues & Memberships	53971	40,333	40,400	38,000	40,400
Conferences & Meetings	53972	1,813	10,000	2,000	10,000
Special Departmental	53976	4,354	4,300	2,000	4,300
IT/Equipment Charges	53996	3,996	2,900	2,900	2,700
<b>Total Operating Expenditures</b>		<u>\$ 84,316</u>	<u>\$ 91,200</u>	<u>\$ 75,100</u>	<u>\$ 91,000</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 270,432</u>	<u>\$ 293,800</u>	<u>\$ 254,700</u>	<u>\$ 293,000</u>

# City of La Puente

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## City Manager's Office

### Summary

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

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

### FY 2020-2021 Accomplishments

- Successfully led the La Puente Skate Park project through the completion of construction and opening to the public.
- Transitioned City staffing to a hybrid remote work model to ensure employee health and safety during the COVID-19 pandemic.

### FY 2021-2022 Goals

- Implement the direction of the City Council.
- Advise and provide recommendations to the City Council on matters within their jurisdiction.
- Promote economic development within the City of La Puente in light of the recovery from COVID-19.
- Provide efficient and responsive city government services.
- Foster cooperative relationships with other agencies and jurisdictions
- Continue overseeing the La Puente Park Master Plan project to completion.
- Encourage reductions in crime through management of the contract with the Los Angeles Sheriff's Dept.

### Significant Changes

- Increase in Salaries-Part Time for the purpose of funding additional Information Technology assistance.
- Increase in Legal Fees-General is due to a change in counsel providing City Attorney services.

<u>Authorized Positions</u>	<u>Actual 2019-20</u>	<u>Actual 2020-21</u>	<u>Adopted 2021-22</u>
City Manager	0.92	0.92	0.97
Management Analyst	0.50	0.50	0.50
Management Assistant (formerly Executive 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
Office Specialist	*	*	*
<b>Total FTE</b>	<u>3.02</u>	<u>3.02</u>	<u>3.07</u>

\*Part-time positions - The number of full-time equivalent in the City Manager department can vary depending on the amount of the budget set aside. For FY 2021-22, the recommended budget is \$23,500 which will cover the costs of part-time positions.

## Fiscal Year 2021-2022

	2019-2020	2020-2021	2020-2021	2021-2022	% Change from Prior
<b>BUDGET IN BRIEF</b>	<b>Actual</b>	<b>Adopted Budget</b>	<b>Estimated</b>	<b>Adopted Budget</b>	<b>Year Budget</b>
Personnel Services	\$ 406,950	\$ 490,200	\$ 434,100	\$ 539,000	10%
Operating Expenditures	147,042	166,800	202,200	262,800	58%
<b>TOTAL</b>	<b>\$ 553,993</b>	<b>\$ 657,000</b>	<b>\$ 636,300</b>	<b>\$ 801,800</b>	<b>22%</b>
<b>FUNDING SOURCES</b>					
100 - General Fund	\$ 553,993	\$ 657,000	\$ 636,300	\$ 801,800	22%

### ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full-time	Salaries for City Manager (97%), Management Analyst (50%) , Management Assistant (60%), Community Engagement Supervisor (50%), and Communications/IT Analyst (50%)
51112	Salaries - Part-time	Salary for part-time employees
51118	Leave Conversion	Conversion of accrued leave
51211	Retirement	Costs of City's and employee's share of CalPERS
51212	FICA-Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health-DOC	Dental, optical and audio reimbursements
51312	Disability Insurance	Disability insurance & survivor's benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
51317	Telecommunication Allowance	Telecommunication allowance for City Manager
51318	Deferred Compensation	Deferred compensation contribution for City Manager
53011	Office Supplies	Office supplies for the City Manager's office
53114	Legal Fees - General	City Attorney fees for general counsel services
53118	Legal Fees - Litigation	Legal services for litigation
53961	Subscriptions & Publications	Subscription for newspapers and publications
53971	Dues & Memberships	Memberships in professional associations
53972	Conferences & Meetings	City Manager and staff attendance at various conferences and meetings
53976	Special Departmental	Miscellaneous expenses such as recognition gifts & awards
53996	IT/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated motor pool charges

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full-time	51111	\$ 301,898	\$ 354,000	\$ 319,500	\$ 375,100
Salaries - Part-time	51112	13,839	-	1,500	23,500
Leave Conversion	51118	3,257	-	4,400	10,000
Retirement	51211	46,654	73,700	63,200	53,100
FICA-Medicare	51212	4,668	5,200	4,800	5,800
Other Health-DOC	51311	2,946	6,100	6,000	6,100
Disability Insurance	51312	2,670	6,000	2,900	6,400
Life Insurance	51313	743	500	800	600
Health Insurance	51314	28,475	38,900	29,200	52,600
Telecommunication Allowance	51317	1,800	1,800	1,800	1,800
Deferred Compensation	51318	-	4,000	-	4,000
<b>Total Personnel Services</b>		<u>\$ 406,950</u>	<u>\$ 490,200</u>	<u>\$ 434,100</u>	<u>\$ 539,000</u>
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 90	\$ 200	\$ 100	\$ 200
Legal Fees - General	53114	117,144	150,000	188,000	240,000
Legal Fees - Litigation	53118	12,693	1,500	-	1,500
Subscriptions & Publications	53961	651	700	-	700
Dues & Memberships	53971	694	100	100	100
Conferences & Meetings	53972	1,651	1,500	1,000	2,000
Special Departmental	53976	1,629	2,000	2,200	2,000
IT/Equipment Charges	53996	7,596	5,400	5,400	10,000
Vehicle Charges	53997	4,896	5,400	5,400	6,300
<b>Total Operating Expenditures</b>		<u>\$ 147,042</u>	<u>\$ 166,800</u>	<u>\$ 202,200</u>	<u>\$ 262,800</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 553,993</u>	<u>\$ 657,000</u>	<u>\$ 636,300</u>	<u>\$ 801,800</u>

# City of La Puente

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## City Clerk

### Summary

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

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

### FY 2020-2021 Accomplishments

- Administered the November 3, 2020 general election in accordance with applicable laws.
- Transitioned City Council meetings to a virtual multi-platform format to promote citizen access during the COVID-19 pandemic.
- Coordinated e-comment system as well as in-person, socially distant public comment capabilities.
- Implemented a paperless e-filing system for Form 700 disclosures.
- Oversaw the integration of bilingual Spanish translation services into City Council meetings.
- Processed 120 Public Records Act requests with an average response time of 4 days.
- Managed agendas and minutes for 37 regular and special City Council Meetings.

### FY 2021-2022 Goals

- Continue to develop procedures and protocols for the safe transition to in-person City Council meetings as COVID-19 related public health mandates subside.
- Continue the conversion and indexing of paper documents to a digital format document management system.

### Significant Changes

- Operating Expenditures decreased due to the lack of an election in the 2021-2022 fiscal year.

<u>Authorized Positions</u>	<u>Actual</u> <u>2019-20</u>	<u>Actual</u> <u>2020-21</u>	<u>Adopted</u> <u>2021-22</u>
City Clerk	1.00	1.00	1.00
Management Assistant	0.40	0.40	0.40
Office Specialist	<u>0.00</u>	*	*
<b>Total FTE</b>	<u>1.40</u>	<u>1.40</u>	<u>1.40</u>

\*Part-time positions - The number of full-time equivalent in the City Clerk department can vary depending on the amount of the budget set aside. For FY 2021-22, the recommended budget is \$22,800 which will cover the costs of part-time positions including office specialist.



## Fiscal Year 2021-2022

	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 185,029	\$ 229,800	\$ 222,000	\$ 221,100	-4%
Operating Expenditures	30,898	172,500	91,100	106,900	-38%
<b>TOTAL</b>	<u>\$ 215,927</u>	<u>\$ 402,300</u>	<u>\$ 313,100</u>	<u>\$ 328,000</u>	-18%
<b>FUNDING SOURCES</b>					
100 - General Fund	<u>\$ 215,927</u>	<u>\$ 402,300</u>	<u>\$ 313,100</u>	<u>\$ 328,000</u>	-18%

### ACCOUNT NUMBER EXPLANATION

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

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full-time	51111	139,119	147,100	\$ 145,000	147,800
Salaries - Part-time	51112	-	21,700	21,200	22,800
Retirement	51211	22,150	29,600	28,900	17,000
FICA-Medicare	51212	2,018	2,500	2,400	2,500
Other Health-DOC	51311	1,637	2,800	2,800	2,800
Disability Insurance	51312	1,196	2,500	1,200	2,500
Life Insurance	51313	234	300	300	300
Health Insurance	51314	18,675	23,300	20,200	25,400
<b>Total Personnel Services</b>		<u>\$ 185,029</u>	<u>\$ 229,800</u>	<u>\$ 222,000</u>	<u>\$ 221,100</u>
<b>Operating Expenditures</b>					
Operating Supplies	53011	3,830	3,000	500	3,000
Contract Services - Private	53111	-	10,000	5,000	50,000
Contract Services - Election	53115	2,491	115,000	65,100	10,000
Postage & Mailings	53211	-	300	200	300
Printing & Publishing	53411	5,695	15,000	5,000	15,000
Municipal Code Publishing	53412	2,747	10,000	1,000	10,000
Dues & Memberships	53971	413	600	800	600
Conferences & Meetings	53972	3,259	4,000	300	4,000
Special Departmental	53976	1,159	1,500	100	1,500
IT/Equipment Charges	53996	11,304	13,100	13,100	12,500
<b>Total Operating Expenditures</b>		<u>\$ 30,898</u>	<u>\$ 172,500</u>	<u>\$ 91,100</u>	<u>\$ 106,900</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 215,927</u>	<u>\$ 402,300</u>	<u>\$ 313,100</u>	<u>\$ 328,000</u>

# City of La Puente

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## 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 2021-2022 Goals

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

# PEG Access Cable Fund

# 275-1125

## Fiscal Year 2021-2022

	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ 17,898	\$ 12,600	\$ 17,000	\$ 17,500	39%
Capital Outlay	18,187	75,000	10,000	75,000	0%
<b>TOTAL</b>	<u>\$ 36,085</u>	<u>\$ 87,600</u>	<u>\$ 27,000</u>	<u>\$ 92,500</u>	6%

### FUNDING SOURCES

275 - PEG Access Cable Fund	<u>\$ 36,085</u>	<u>\$ 87,600</u>	<u>\$ 27,000</u>	<u>\$ 92,500</u>	6%
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### ACCOUNT NUMBER EXPLANATION

53111 Contract Services - Private	Contract with Granicus
53998 Equipment	Equipment upgrade for Council Chambers

# PEG Access Cable Fund

# 275-1125

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Operating Expenditures</b>					
Contract Services - Private	53111	\$ 17,898	\$ 12,600	\$ 17,000	\$ 17,500
<b>Total Operating Expenditures</b>		<u>\$ 17,898</u>	<u>\$ 12,600</u>	<u>\$ 17,000</u>	<u>\$ 17,500</u>
<b>Capital Outlay</b>					
Equipment	53998	\$ 18,187	\$ 75,000	\$ 10,000	\$ 75,000
<b>Total Capital Outlay</b>		<u>\$ 18,187</u>	<u>\$ 75,000</u>	<u>\$ 10,000</u>	<u>\$ 75,000</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 36,085</u>	<u>\$ 87,600</u>	<u>\$ 27,000</u>	<u>\$ 92,500</u>



# **ADMINISTRATIVE SERVICES**



# City of La Puente

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## 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 Principal Accountant and Director of Administrative Services 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 Comprehensive Annual Financial Report. The division is also responsible for accounts payable, payroll, business license, customer service, and revenue.

### FY 2020-2021 Accomplishments

- Completed a successful debt issuance resulting in the placement of \$8.2 million in Pension Obligation Bonds, resulting in a long-term savings by reducing the Unfunded Actuarial Liability (UAL) and Other Post Employment Benefits (OPEB) costs with CalPERS.
- Received the Certificate of Excellence in Financial Reporting from the GFOA (Government Finance Officer’s Association) for the FY 2019-2020 Comprehensive Annual Financial Report
- Received the GFOA Distinguished Budget Presentation Award for the FY 2020-2021 Annual Budget and CIP.
- Prepared a bilingual English/Spanish Popular Annual Financial Report.
- Developed and implemented monthly budget reporting to City Council.

### FY 2021-2022 Goals

- Finalize grant claiming for the two (2) park improvement grants held with the California Natural Resources Agency.

### Significant Changes

- Operating Expenditures - Financial Service Fees experiences a small increase in cost in the FY 2021-2022 budget due to fee escalations in the City’s contract with US Bank for deposit account services.

<u>Authorized Positions</u>	<u>Actual 2019-20</u>	<u>Actual 2020-21</u>	<u>Adopted 2021-22</u>
Director of Administrative Services	0.80	0.85	0.90
Principal Accountant	0.55	0.65	0.65
Accounting Technician	0.65	0.00	0.00
Accounting Technician II	0.00	0.65	0.65
Accounting Assistant	1.36	1.36	1.36
Communication/IT Analyst	0.00	0.45	0.50
Office Specialist	*	*	*
<b>Total FTE</b>	<b><u>3.36</u></b>	<b><u>3.96</u></b>	<b><u>4.06</u></b>

\*Part-time positions - The number of full-time equivalent in the Financial Services division can vary depending on the amount of the budget set aside. For FY 2021-22, the position has been removed.

## Fiscal Year 2021-2022

	2019-2020	2020-2021	2020-2021	2021-2022	% Change
	Actual	Adopted Budget	Estimated	Adopted Budget	from Prior
<b>BUDGET IN BRIEF</b>					Year Budget
Personnel Services	\$ 515,451	\$ 561,600	\$ 570,400	\$ 550,100	-2%
Operating Expenditures	115,509	112,600	97,700	119,800	6%
<b>TOTAL</b>	<u>\$ 630,960</u>	<u>\$ 674,200</u>	<u>\$ 668,100</u>	<u>\$ 669,900</u>	-1%

### FUNDING SOURCES

100 - General Fund	<u>\$ 630,960</u>	<u>\$ 674,200</u>	<u>\$ 668,100</u>	<u>\$ 669,900</u>	-1%
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### ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full-time	Salaries for Director of Administrative Services (90%), Principal Accountant (65%), Accounting Technician II (65%), two Accounting Assistants (136%), and Communications/IT Analyst (50%).
51112	Salaries - Part-time	Salaries for part-time Office Specialist
51113	Overtime	Overtime pay for full time employees
51118	Leave Conversion	Conversion of employee sick and vacation leave for cash
51211	Retirement	Costs of City's and employee's retirement at CalPERS
51212	FICA-Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health-DOC	Dental, optical and audio reimbursements
51312	Disability Insurance	Disability insurance & survivor's benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53011	Operating Supplies	Office supplies needed for A/P, payroll, business licenses, budget, bus passes, business forms, etc.
53111	Contract Services - Private	Contract costs for financial and single audit, State Controller's report, annual street report, budget printing, cost recovery system, actuarial reports, CAFR statistical information, HDL property tax data and sales tax data, and armored car services.
53112	Contract Services - Public	State administration fees for collection of Measure LP tax revenue
53965	Financial Services Fees	Fees for bank monthly analysis charges, LAFCO, and merchant services
53971	Dues & Memberships	Membership dues for professional organizations.
53972	Conferences & Meetings	Registration and training costs for attending annual conferences and meetings.
53976	Special Departmental	Miscellaneous special departmental supplies
53996	IT/Equipment Charges	Allocated information technology and equipment charges



## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full-time	51111	\$ 326,229	\$ 359,000	\$ 360,200	\$ 385,200
Salaries - Part-time	51112	12,319	-	-	-
Overtime	51113	1,746	-	8,000	1,000
Leave Conversion	51118	4,553	3,000	6,000	5,000
Retirement	51211	85,202	100,500	100,900	54,500
FICA-Medicare	51212	5,089	5,200	5,400	5,600
Other Health-DOC	51311	3,929	7,900	7,900	8,100
Disability Insurance	51312	2,919	6,100	3,100	6,500
Life Insurance	51313	672	700	700	700
Health Insurance	51314	72,794	79,200	78,200	83,500
<b>Total Personnel Services</b>		<u>\$ 515,451</u>	<u>\$ 561,600</u>	<u>\$ 570,400</u>	<u>\$ 550,100</u>
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 7,546	\$ 6,000	\$ 5,400	\$ 7,000
Contract Services - Private	53111	73,363	75,000	63,000	75,000
Contract Services - Public	53112	6,611	6,600	6,600	6,600
Financial Services Fees	53965	4,071	3,000	4,800	5,000
Dues & Memberships	53971	1,315	1,300	1,300	1,300
Conferences & Meetings	53972	3,403	4,000	300	4,000
Special Departmental	53976	695	1,000	600	1,000
IT/Equipment Charges	53996	18,504	15,700	15,700	19,900
<b>Total Operating Expenditures</b>		<u>\$ 115,509</u>	<u>\$ 112,600</u>	<u>\$ 97,700</u>	<u>\$ 119,800</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 630,960</u>	<u>\$ 674,200</u>	<u>\$ 668,100</u>	<u>\$ 669,900</u>

# City of La Puente

## Human Resources/Risk Management

### Summary

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

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

In addition to its personnel administration duties as part of the General Fund, the Human Resources/Risk Management Division also houses the Citywide Debt Service Fund. In this capacity, the division served as the expense center for the paydown of the CalPERS UAL (Unfunded Actuarial Liability) after the issuance of the 2020A Pension Obligation Bonds. Going forward, the Citywide Debt Service Fund and Human Resources/Risk Management Division will support the annual budget for principal and interest payments on the bond debt service.

### FY 2020-2021 Accomplishments

- Conducted successful recruitments positions such as Code Enforcement Officer, Parking Control Specialist, Office Specialist, Community Services Specialist, Park Maintenance Worker and Maintenance Assistant.
- Managed COVID-19 response amongst employees, ensuring workplace safety and welfare.
- Coordinated emergency management schedules and documentation.

### FY 2021-2022 Goals

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

<b>Authorized Positions</b>	<b>Actual 2019-20</b>	<b>Actual 2020-21</b>	<b>Adopted 2021-22</b>
Management Analyst	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
<b>Total FTE</b>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>

# Human Resources/Risk Management 100-1135

## Fiscal Year 2021-2022

	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 722,533	\$ 762,800	\$ 532,400	\$ 551,200	-28%
Operating Expenditures	356,770	354,100	337,400	365,300	3%
<b>TOTAL</b>	<b>\$ 1,079,303</b>	<b>\$ 1,116,900</b>	<b>\$ 869,800</b>	<b>\$ 916,500</b>	<b>-18%</b>
<b>FUNDING SOURCES</b>					
100 - General Fund	\$ 1,079,303	\$ 1,116,900	\$ 869,800	\$ 916,500	-18%

### ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full-time	Salaries for Management Analyst (50%)
51211	Retirement	Costs of City's and employee's retirement at CalPERS
51212	FICA-Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health-DOC	Dental, optical and audio reimbursements
51312	Disability Insurance	Disability & Survivor's insurance
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage for Retirees and OPEB Annual Required Contribution (ARC)
53011	Office Supplies	Office supplies
53012	Small Tools & Equipment	Purchase of small office equipment
53151	Education & Training	CJPIA on-location training and education reimbursement program
53406	Recruitment Expenses	Advertising, pre-employment physical, background investigation, fingerprinting
53610	Unemployment Insurance	Unemployment insurance
53611	Workers Compensation Insurance	Workers compensation insurance
53612	General Liability Insurance	CJPIA general liability insurance
53613	Special Events Insurance	Special event insurance
53614	Property Insurance	Property insurance
53615	Employee Fidelity Bond	Employee fidelity bond
53616	Environmental Liability Insurance	Environmental liability insurance
53971	Dues and Memberships	Membership dues for professional organizations.
53972	Conferences & Meetings	Seminar and training costs
53976	Special Departmental	Summer and holiday celebrations
53996	IT/Equipment Charges	Allocated information technology and equipment charges

# Human Resources/Risk Management 100-1135

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full-time	51111	\$ 34,869	\$ 36,400	\$ 37,700	\$ 38,200
Retirement	51211	21,707	22,800	223,600	116,700
FICA-Medicare	51212	506	500	500	600
Other Health-DOC	51311	46,673	53,000	55,100	55,000
Disability Insurance	51312	283	600	400	700
Life Insurance	51313	83	100	100	100
Health Insurance	51314	618,412	649,400	215,000	339,900
<b>Total Personnel Services</b>		<u>\$ 722,533</u>	<u>\$ 762,800</u>	<u>\$ 532,400</u>	<u>\$ 551,200</u>
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 336	\$ 500	\$ 500	\$ 500
Small Tools & Equipment	53012	626	500	-	500
Education & Training	53151	2,949	5,000	-	5,000
Recruitment Expenses	53406	10,020	10,200	3,100	6,200
Unemployment Insurance	53610	17,201	1,000	3,000	1,000
Workers Compensation Insurance	53611	121,722	111,100	111,100	112,700
General Liability Insurance	53612	160,580	171,100	171,100	173,800
Special Events Insurance	53613	2,990	5,000	1,000	5,000
Property Insurance	53614	30,355	36,500	40,800	45,100
Employee Fidelity Bond	53615	1,037	1,100	1,100	1,100
Environmental Liability Insurance	53616	1,550	1,600	1,500	1,600
Dues and Memberships	53971	639	800	-	800
Conferences & Meetings	53972	1,199	4,000	-	4,000
Special Departmental	53976	1,570	2,800	1,300	2,800
IT/Equipment Charges	53996	3,996	2,900	2,900	5,200
<b>Total Operating Expenditures</b>		<u>\$ 356,770</u>	<u>\$ 354,100</u>	<u>\$ 337,400</u>	<u>\$ 365,300</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 1,079,303</u>	<u>\$ 1,116,900</u>	<u>\$ 869,800</u>	<u>\$ 916,500</u>

# Human Resources/Risk Management 300-1135

## Fiscal Year 2021-2022

	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ -	\$ -	\$ 8,272,400	\$ -	0%
Debt Service	-	-	316,200	642,100	100%
<b>TOTAL</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 8,588,600</u>	<u>\$ 642,100</u>	100%
<b>FUNDING SOURCES</b>					
300 - Citywide Debt Service Fund	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 8,588,600</u>	<u>\$ 642,100</u>	100%

### ACCOUNT NUMBER EXPLANATION

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

# Human Resources/Risk Management 300-1135

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Personnel Services</b>					
Retirement	51211	\$ -	\$ -	\$ 5,572,400	\$ -
Health Insurance	51314	-	-	2,700,000	-
<b>Total Personnel Services</b>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 8,272,400</u>	<u>\$ -</u>
<b>Debt Service</b>					
Principal Payments	53989	\$ -	\$ -	\$ -	\$ 373,700
Interest Payments	53990	-	-	85,200	268,400
Bond Issuance Costs	53995	-	-	231,000	-
<b>Total Debt Service</b>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 316,200</u>	<u>\$ 642,100</u>
<b>TOTAL EXPENDITURES</b>		<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 8,588,600</u></u>	<u><u>\$ 642,100</u></u>

# City of La Puente

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## General Services

### **Summary**

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

# General Services

# 100-1150

## Fiscal Year 2021-2022

	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ 262,662	\$ 238,100	\$ 273,000	\$ 247,300	4%
<b>TOTAL</b>	<u>\$ 262,662</u>	<u>\$ 238,100</u>	<u>\$ 273,000</u>	<u>\$ 247,300</u>	4%
<b>FUNDING SOURCES</b>					
100 - General Fund	<u>\$ 262,662</u>	<u>\$ 238,100</u>	<u>\$ 273,000</u>	<u>\$ 247,300</u>	4%

### ACCOUNT NUMBER EXPLANATION

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



# General Services

# 100-1150

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 37,272	\$ 24,200	\$ 24,100	\$ 25,600
Small Tools & Equipment	53012	3,273	2,500	1,800	2,500
Contract Services-Private	53111	14,800	-	-	-
Postage/Mailing Services	53211	10,519	23,400	17,100	20,000
Utility - Gas	53711	8,019	7,500	6,600	11,100
Utility - Electricity	53712	46,901	38,500	46,400	47,500
Utility - Water	53714	8,048	8,200	7,500	8,300
Utility - Communications	53715	13,643	16,500	59,500	16,600
Equipment Maintenance	53811	21,768	17,300	16,800	17,500
Facility Maintenance	53813	46,915	49,000	45,100	46,200
Landscape Maintenance	53814	5,596	4,200	3,500	4,500
Equipment Lease & Rental	53911	28,369	35,000	33,000	35,000
Special Departmental	53976	45	1,000	800	1,000
IT/Equipment Charges	53996	7,596	5,400	5,400	5,200
Vehicle Charges	53997	9,900	5,400	5,400	6,300
<b>Total Operating Expenditures</b>		<u>\$ 262,662</u>	<u>\$ 238,100</u>	<u>\$ 273,000</u>	<u>\$ 247,300</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 262,662</u>	<u>\$ 238,100</u>	<u>\$ 273,000</u>	<u>\$ 247,300</u>



# **PUBLIC SAFETY**

# City of La Puente

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## 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 2020-2021 Accomplishments

- Responded to and investigated crimes and other incidents occurring within the City.
- Developed and executed strategies for addressing gang violence.
- Participated in community outreach meetings along with the City Council to address crime concerns.
- Analyzed crime-related statistical data to determine trends and create solutions.
- Worked to address homelessness in conjunction with local organizations.

### FY 2021-2022 Goals

- Increase the Special Assignment Officer (SAO) deployment by three (3) full-time Deputy Sheriffs.
- Focus investigations and enforcement actions on gang related crimes.
- Develop targeted enforcement strategies to combat shootings and other violent crimes.
- Continue outreach efforts to homeless individuals in partnership with other agencies.

# Public Safety Services

# 100-2100

## Fiscal Year 2021-2022

	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ 6,880,711	\$ 7,685,500	\$ 7,234,400	\$ 8,870,600	15%
<b>TOTAL</b>	\$ 6,880,711	\$ 7,685,500	\$ 7,234,400	\$ 8,870,600	15%
<b>FUNDING SOURCES</b>					
100 -General Fund	\$ 6,880,711	\$ 7,685,500	\$ 7,234,400	\$ 8,870,600	15%

### ACCOUNT NUMBER EXPLANATION

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

# Public Safety Services

# 100-2100

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Operating Expenditures</b>					
Small Tools & Equipment	53012	\$ 1,667	\$ 1,200	\$ 100	\$ 1,200
Contract Services - LA Sheriff	53110	6,147,723	6,826,900	6,526,800	7,910,600
Contract Services - Special Deployment	53113	44,568	100,000	20,000	100,000
Special Event Services	53183	21,508	29,400	-	36,700
Prisoner Maintenance	53184	1,203	2,000	300	2,000
Liability Trust Fund	53186	647,628	715,000	676,800	802,100
Utilities-Communications	53715	2,146	2,400	2,400	2,400
Equipment Maintenance	53811	768	600	-	600
IT/Equipment Charges	53996	3,600	2,600	2,600	2,500
Vehicle Charges	53997	9,900	5,400	5,400	12,500
<b>Total Operating Expenditures</b>		<u>\$ 6,880,711</u>	<u>\$ 7,685,500</u>	<u>\$ 7,234,400</u>	<u>\$ 8,870,600</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 6,880,711</u>	<u>\$ 7,685,500</u>	<u>\$ 7,234,400</u>	<u>\$ 8,870,600</u>

# City of La Puente

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## Supplemental Law Enforcement

### **Summary**

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

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

### **FY 2021-2022**

Major public safety goals are:

- Crime reduction
- Traffic safety
- Reduction in gang-related crime

# Supplemental Law Enforcement

# 240-2100

## Fiscal Year 2021-2022

<b><u>BUDGET IN BRIEF</u></b>	<b>2019-2020 Actual</b>	<b>2020-2021 Adopted Budget</b>	<b>2020-2021 Estimated</b>	<b>2021-2022 Adopted Budget</b>	<b>% Change from Prior Year Budget</b>
Operating Expenditures	\$ -	\$ -	\$ -	\$ 137,600	
Transfer to Other Funds	155,948	100,000	156,700	2,400	-98%
<b>TOTAL</b>	<b>\$ 155,948</b>	<b>\$ 100,000</b>	<b>\$ 156,700</b>	<b>\$ 2,400</b>	<b>-98%</b>

### **FUNDING SOURCES**

240 -Supplement Law Enforcement Fund	\$ 155,948	\$ 100,000	\$ 156,700	\$ 140,000	40%
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### **ACCOUNT NUMBER EXPLANATION**

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

# Supplemental Law Enforcement

# 240-2100

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Operating Expenditures</b>					
Contract Services - Private	53111	\$ -	\$ -	\$ -	\$ 137,600
<b>Total Operating Expenditures</b>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 137,600</u>
<b>Transfer to Other Funds</b>					
Transfer to Other Funds	54999	\$ 155,948	\$ 100,000	\$ 156,700	\$ 2,400
<b>Total Transfer to Other Funds</b>		<u>\$ 155,948</u>	<u>\$ 100,000</u>	<u>\$ 156,700</u>	<u>\$ 2,400</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 155,948</u>	<u>\$ 100,000</u>	<u>\$ 156,700</u>	<u>\$ 140,000</u>



# City of La Puente

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## 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.

The City of La Puente is not scheduled to receive JAG Grant funding in the 2021-2022 Fiscal Year.

# JAG Grant Fund

# 245-2100

## Fiscal Year 2021-2022

	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ 10,172	\$ -	\$ -	\$ -	0%
<b>TOTAL</b>	\$ 10,172	\$ -	\$ -	\$ -	0%

### FUNDING SOURCES

245 -JAG Grant Fund	\$ 10,172	\$ -	\$ -	\$ -	0%
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### ACCOUNT NUMBER EXPLANATION

53978 Special Programs      Costs of Sheriff Department saturation patrols

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Operating Expenditures</b>					
Special Programs	53978	\$ 10,172	\$ -	\$ -	\$ -
<b>Total Operating Expenditures</b>		\$ 10,172	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>		\$ 10,172	\$ -	\$ -	\$ -

# City of La Puente

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## Code Enforcement

### Summary

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

### FY 2019-2020 Accomplishments

- Code Enforcement staff opened 1619 cases and closed 1629 cases.
- Parking Enforcement staff issued 6737 parking citations.
- Installation and deployment of Mobile Computer Systems in parking enforcement vehicles.
- Staff assisted in Covid-19 public awareness, business education/enforcement, and public vaccination events.
- Assisted Community Services staff with enforcement of park regulations at the newly constructed skate park.

### FY 2020-2021 Goals

- Procurement of LASD radios for field staff.
- Continued enforcement of park regulations at City parks and public facilities.
- Expanding focus on removal of abandoned vehicles from City streets through the newly acquired towing capabilities provided by the installation of the Mobile Computer Systems in parking enforcement vehicles.
- Continue to maintain and improve the built environment to protect the public health, safety, and welfare of residents, business operators, and guests to the City of La Puente while encouraging economic development.
- Encourage and assist in the revitalization and improvement of blighted commercial / industrial properties and improve the City's housing stock.

<u>Authorized Positions</u>	<u>Actual 2019-20</u>	<u>Actual 2020-21</u>	<u>Adopted 2021-22</u>
Code Enforcement Manager	0.50	0.65	0.65
Code Enforcement Supervisor	0.50	0.50	0.50
Community Services Officer	0.00	0.00	0.00
Code Enforcement Officer	*	*	*
Parking Enforcement Specialist	*	*	*
Office Assistant - Code Enforcement	*	*	*
<b>Total FTE</b>	<u>1.00</u>	<u>1.15</u>	<u>1.15</u>

\*Part-time positions - The number of full-time equivalent in the Code Enforcement division can vary depending on the amount of the budget set aside. For FY 2021-22, the recommended budget is \$285,400 which will cover the costs of part-time positions including community services officer, code enforcement officer, parking control specialist, and office assistant.

# Code Enforcement

# 100-2110

## Fiscal Year 2021-2022

<b>BUDGET IN BRIEF</b>	<b>2019-2020 Actual</b>	<b>2020-2021 Adopted Budget</b>	<b>2020-2021 Estimated</b>	<b>2021-2022 Adopted Budget</b>	<b>% Change from Prior Year Budget</b>
Personnel Services	\$ 347,878	\$ 320,800	\$ 333,300	\$ 435,300	36%
Operating Expenditures	94,668	159,300	120,800	288,900	81%
<b>TOTAL</b>	<b>\$ 442,546</b>	<b>\$ 480,100</b>	<b>\$ 454,100</b>	<b>\$ 724,200</b>	<b>51%</b>

### FUNDING SOURCES

100 - General Fund	\$ 442,546	\$ 480,100	\$ 454,100	\$ 724,200	51%
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### ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full-time	Salaries for Code Enforcement Manager (65%) and Code Enforcement Supervisor (50%)
51112	Salaries - Part-time	Salaries of Part-Time Code Enforcement, Parking Enforcement Specialist, and Office Assistants
51118	Leave Conversion	Conversion of accrued leave
51211	Retirement	Costs of City's and employee's retirement at CalPERS
51212	FICA-Medicare	Medicare benefits for full-time employees
51311	Other Health-DOC	Dental, optical and audio reimbursement costs
51312	Disability Insurance	Disability insurance & survivor's benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53011	Operating Supplies	General office supplies, pens, file folders, printer ink, and other miscellaneous items
53012	Small Tools & Equipment	Miscellaneous tools and equipment
53015	Uniform/Boot Reimbursement	Uniforms for division staff including jackets for special events and uniform accessories
53111	Contract Services - Private	Parking and Administrative citation processing, collections and recovery service, and administrative hearing officer
53114	Legal Services	Code enforcement prosecutor services
53151	Education & Training	Certified Code Enforcement Officer (CCEO) training and certification
53411	Printing & Publishing	Printing of parking citations, envelopes, fliers and other distributed notifications
53715	Utility - Communications	Cell phones for Code Enforcement Manager and Code Enforcement Officers
53971	Dues & Memberships	Membership to the CA Association of Code Enforcement Officers (CACEO)
53972	Conferences & Meetings	CACEO conference and meetings
53996	IT/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated vehicle charges

# Code Enforcement

# 100-2110

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full-time	51111	\$ 92,789	\$ 98,800	\$ 101,100	\$ 104,000
Salaries - Part-time	51112	204,781	176,500	186,600	285,400
Leave Conversion	51118	9,308	-	-	-
Retirement	51211	8,256	11,300	13,100	8,400
FICA-Medicare	51212	4,450	4,000	4,300	5,700
Other Health-DOC	51311	1,169	2,300	2,300	2,300
Disability Insurance	51312	828	1,700	700	1,800
Life Insurance	51313	204	200	200	200
Health Insurance	51314	26,091	26,000	25,000	27,500
<b>Total Personnel Services</b>		<u>\$ 347,878</u>	<u>\$ 320,800</u>	<u>\$ 333,300</u>	<u>\$ 435,300</u>
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 666	\$ 2,000	\$ 1,600	\$ 2,200
Small Tools & Equipment	53012	5,911	18,000	10,100	20,000
Uniforms/Boot Reimbursement	53015	5,562	5,000	1,000	5,000
Contract Services - Private	53111	17,177	19,000	13,500	152,900
Legal Services	53114	1,312	25,000	11,000	18,000
Education & Training	53151	503	2,500	1,000	2,500
Printing & Publishing	53411	-	2,000	900	2,000
Utility - Communications	53715	4,206	4,500	4,500	4,500
Dues & Memberships	53971	230	2,000	300	2,000
Conferences & Meetings	53972	-	2,500	100	2,500
IT/Equipment Charges	53996	29,304	28,500	28,500	27,200
Vehicle Charges	53997	29,796	48,300	48,300	50,100
<b>Total Operating Expenditures</b>		<u>\$ 94,668</u>	<u>\$ 159,300</u>	<u>\$ 120,800</u>	<u>\$ 288,900</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 442,546</u>	<u>\$ 480,100</u>	<u>\$ 454,100</u>	<u>\$ 724,200</u>

# City of La Puente

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## Emergency Preparedness Services

### **Summary**

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

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

### **FY 2021-2022 Accomplishments**

- Coordinated with Area D Disaster Management
- Provide support for COVID-19 containment and precautionary measures.

### **FY 2021-2022 Goals**

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

# Emergency Preparedness Services

# 100-2120

## Fiscal Year 2021-2022

	<u>2019-2020</u> <u>Actual</u>	<u>2020-2021</u> <u>Adopted Budget</u>	<u>2020-2021</u> <u>Estimated</u>	<u>2021-2022</u> <u>Adopted Budget</u>	<u>% Change</u> <u>from Prior</u> <u>Year Budget</u>
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ 11,382	\$ 7,100	\$ 3,200	\$ 7,100	0%
<b>TOTAL</b>	<u>\$ 11,382</u>	<u>\$ 7,100</u>	<u>\$ 3,200</u>	<u>\$ 7,100</u>	0%
<b>FUNDING SOURCES</b>					
100 - General Fund	<u>\$ 11,382</u>	<u>\$ 7,100</u>	<u>\$ 3,200</u>	<u>\$ 7,100</u>	0%

### ACCOUNT NUMBER EXPLANATION

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



# Emergency Preparedness Services

# 100-2120

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 9,359	\$ 5,000	\$ 1,200	\$ 5,000
Dues & Memberships	53971	<u>2,023</u>	<u>2,100</u>	<u>2,000</u>	<u>2,100</u>
<b>Total Operating Expenditures</b>		<u>\$ 11,382</u>	<u>\$ 7,100</u>	<u>\$ 3,200</u>	<u>\$ 7,100</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 11,382</u>	<u>\$ 7,100</u>	<u>\$ 3,200</u>	<u>\$ 7,100</u>

# City of La Puente

## Animal Services

### Summary

The Animal Services division is a function of the City of La Puente's Code Enforcement operations. 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 2020-2021 Accomplishments

- Conducted successful community pet vaccination and education events.
- Implemented a new software system for management of animal licensing.
- Partnered with Code Enforcement department to address local parking and safety concerns.
- Answered calls for service in a timely and efficient manner.
- Investigated cases of alleged abuse and neglect.

### FY 2021-2022 Goals

- Expand service scope with partnered organizations including HEART and VIDA to provide additional free/low-cost pet care, adoption fairs and pet educational services.
- Augment relationships with the California Department of Fish and Wildlife regarding coyote management.
- Increase social media outreach.
- Continue development of Trap/Neuter/Release program and reduce use of euthanasia.

<u>Authorized Positions</u>	<u>Actual</u> <u>2019-20</u>	<u>Actual</u> <u>2020-21</u>	<u>Adopted</u> <u>2021-22</u>
Code Enforcement Manager	0.00	0.15	0.15
Code Enforcement Supervisor	0.00	0.50	0.50
Code Enforcement Officer	<u>0.00</u>	<u>*</u>	<u>*</u>
<b>Total FTE</b>	<u>0.00</u>	<u>0.65</u>	<u>0.65</u>

\*Part-time positions - The number of full-time equivalent in Animal Control Services department can vary depending on the amount of the budget set aside. For FY 2021-22, the recommended budget is \$127,500 which will cover the costs of part-time positions including code enforcement officers.

# Animal Services

# 100-2130

## Fiscal Year 2021-2022

	<u>2019-2020</u>	<u>2020-2021</u>	<u>2020-2021</u>	<u>2021-2022</u>	<u>% Change</u>
<b>BUDGET IN BRIEF</b>	<b>Actual</b>	<b>Adopted Budget</b>	<b>Estimated</b>	<b>Adopted Budget</b>	<b>from Prior</b>
					<b>Year Budget</b>
Personnel Services	\$ 234,812	\$ 182,600	\$ 181,100	\$ 208,200	14%
Operating Expenditures	128,459	96,500	64,900	102,900	7%
<b>TOTAL</b>	<b>\$ 363,271</b>	<b>\$ 279,100</b>	<b>\$ 246,000</b>	<b>\$ 311,100</b>	<b>11%</b>

### **FUNDING SOURCES**

100 - General Fund	<u>\$ 363,271</u>	<u>\$ 279,100</u>	<u>\$ 246,000</u>	<u>\$ 311,100</u>	11%
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### **ACCOUNT NUMBER EXPLANATION**

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

# Animal Services

# 100-2130

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full-time	51111	\$ 43,814	\$ 52,200	\$ 45,900	\$ 54,900
Salaries - Part-time	51112	170,235	104,700	110,300	127,500
Retirement	51211	4,144	6,000	8,500	4,400
FICA-Medicare	51212	3,104	2,300	2,300	2,700
Other Health-DOC	51311	760	1,300	1,300	1,300
Disability Insurance	51312	399	900	400	900
Life Insurance	51313	104	100	100	100
Health Insurance	51314	12,252	15,100	12,300	16,400
<b>Total Personnel Services</b>		<u>\$ 234,812</u>	<u>\$ 182,600</u>	<u>\$ 181,100</u>	<u>\$ 208,200</u>
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 5,854	\$ 5,000	\$ 3,000	\$ 4,200
Small Tools & Equipment	53012	1,400	1,500	1,000	1,000
Uniforms/Boot Reimbursement	53015	4,378	2,400	500	1,200
Contract Services - Private	53111	52,779	48,000	28,000	48,000
Contract Services - Public	53112	33,137	18,000	15,000	28,200
Education & Training	53151	2,052	1,500	300	1,500
Printing & Publishing	53411	3,506	3,000	600	1,500
Dues & Memberships	53971	-	500	300	500
Conferences & Meetings	53972	549	700	300	500
IT/Equipment Charges	53996	14,904	10,500	10,500	10,000
Vehicle Charges	53997	9,900	5,400	5,400	6,300
<b>Total Operating Expenditures</b>		<u>\$ 128,459</u>	<u>\$ 96,500</u>	<u>\$ 64,900</u>	<u>\$ 102,900</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 363,271</u>	<u>\$ 279,100</u>	<u>\$ 246,000</u>	<u>\$ 311,100</u>



# **DEVELOPMENT SERVICES**

# City of La Puente

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## Public Works Services

### **Summary**

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

### **FY 2020-2021 Accomplishments**

- Coordinated and implemented street closures for City special “drive-thru” events during the Covid-19 pandemic.

### **FY 2021-2022 Goals**

- Perform street closures and traffic detours in support of City special events.
- Manage and oversee the delivery of Public Works maintenance services to the community through the utilization of various special revenue funds.
- Creation of Local Roadway Safety Plan (LRSP) as a requirement for attaining additional federal funding.

### **Significant Changes**

- Increase in Operating Expenditures due to Contract Services for Local Roadway Safety Plan (LRSP).

# Public Works Services

# 100-3100

## Fiscal Year 2021-2022

	<u>2019-2020 Actual</u>	<u>2020-2021 Adopted Budget</u>	<u>2020-2021 Estimated</u>	<u>2021-2022 Adopted Budget</u>	<u>% Change from Prior Year Budget</u>
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ 147,600	\$ 63,100	\$ 39,500	\$ 148,000	135%
<b>TOTAL</b>	<u>\$ 147,600</u>	<u>\$ 63,100</u>	<u>\$ 39,500</u>	<u>\$ 148,000</u>	135%

### **FUNDING SOURCES**

100 - General Fund	<u>\$ 147,600</u>	<u>\$ 63,100</u>	<u>\$ 39,500</u>	<u>\$ 148,000</u>	135%
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### **ACCOUNT NUMBER EXPLANATION**

53012	Small Tools & Equipment	Miscellaneous supplies and equipment
53111	Contract Services - Private	Traffic Control Services, Holiday Banner Installation/Removal, Traffic Closure Plans, NPDES/CIMP Services, MS4 Training and Inspections
53715	Utility - Communications	Phone line and internet service
53976	Special Departmental	Miscellaneous special departmental supplies
53996	IT/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated motor pool charges

# Public Works Services

# 100-3100

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Operating Expenditures</b>					
Small Tools & Equipment	53012	\$ 6,454	\$ 3,200	\$ 7,600	\$ 8,500
Contract Services - Private	53111	115,276	39,800	10,000	115,500
Utility - Communications	53715	5,914	4,900	7,000	7,300
Special Departmental	53976	1,164	1,500	1,200	1,500
IT/Equipment Charges	53996	3,996	2,900	2,900	2,700
Vehicle Charges	53997	14,796	10,800	10,800	12,500
<b>Total Operating Expenditures</b>		<u>\$ 147,600</u>	<u>\$ 63,100</u>	<u>\$ 39,500</u>	<u>\$ 148,000</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 147,600</u>	<u>\$ 63,100</u>	<u>\$ 39,500</u>	<u>\$ 148,000</u>



# City of La Puente

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## Measure “W” Fund

### Summary

Measure W funds are allocated to the City on an annual basis by the County of Los Angeles. Funds are specifically designated for storm water management purposes. These funds are new to the budget for Fiscal Year 2020-2021.

### FY 2020-2021 Accomplishments

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

### FY 2021-2022 Goals

- Expend funds in accordance with the City’s approved Safe Clean Water Program 2021-2022 Annual Plan.
- Continue compliance, monitoring and planning efforts related to storm water.

# Measure "W" Fund

# 284-3100

## Fiscal Year 2021-2022

	2019-2020 <u>Actual</u>	2020-2021 <u>Adopted Budget</u>	2020-2021 <u>Estimated</u>	2021-2022 <u>Adopted Budget</u>	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ -	\$ 150,000	\$ 60,000	\$ 95,000	100%
<b>TOTAL</b>	\$ -	\$ 150,000	\$ 60,000	\$ 95,000	100%
<b>FUNDING SOURCES</b>					
284 - Measure W Fund	\$ -	\$ 150,000	\$ 60,000	\$ 95,000	100%

### ACCOUNT NUMBER EXPLANATION

53111 Contract Services - Private Storm water contract services

# Measure "W" Fund

# 284-3100

## Fiscal Year 2021-2022

<u>Description</u>	<u>Acct. No.</u>	<u>2019-2020 Actual</u>	<u>2020-2021 Adopted Budget</u>	<u>2020-2021 Estimated</u>	<u>2021-2022 Adopted Budget</u>
<b>Operating Expenditures</b>					
Contract Services - Private	53111	\$ -	\$ 150,000	\$ 60,000	\$ 95,000
<b>Total Operating Expenditures</b>		<u>\$ -</u>	<u>\$ 150,000</u>	<u>\$ 60,000</u>	<u>\$ 95,000</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ -</u>	<u>\$ 150,000</u>	<u>\$ 60,000</u>	<u>\$ 95,000</u>

# City of La Puente

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## 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 2020-2021 Accomplishments**

- Purchased a Starcraft Bus for the La Puente Link fixed route fleet
- Purchased a Workman light-duty vehicle for use by maintenance staff.

### **FY 2021-2022 Goals**

- Evaluation and purchase of additional clean air vehicles.

## Fiscal Year 2021-2022

	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 157	\$ 900	\$ 1,100	\$ 1,100	22%
Capital Outlay	203,798	30,000	116,500	120,000	300%
<b>TOTAL</b>	<u>\$ 203,955</u>	<u>\$ 30,900</u>	<u>\$ 117,600</u>	<u>\$ 121,100</u>	292%
<b>FUNDING SOURCES</b>					
270 - AQMD Fund	<u>\$ 203,955</u>	<u>\$ 30,900</u>	<u>\$ 117,600</u>	<u>\$ 121,100</u>	292%

### ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full-time	Salaries for staff to prepare annual report
51211	Retirement	Costs of City's and employee's retirement at CalPERS
51212	FICA/Medicare	Medicare benefits for full-time employees
51312	Disability Insurance	Disability insurance & survivor's benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
54484	Vehicle Purchase	Purchase of a clean-air vehicle bus for La Puente Link fixed-route service

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full-time	51111	\$ 142	\$ 700	\$ 900	\$ 900
Retirement	51211	9	100	100	100
FICA/Medicare	51212	2	-	-	-
Disability Insurance	51312	2	-	-	-
Life Insurance	51313	1	-	-	-
Health Insurance	51314	-	100	100	100
<b>Total Personnel Services</b>		<u>\$ 157</u>	<u>\$ 900</u>	<u>\$ 1,100</u>	<u>\$ 1,100</u>
<b>Capital Outlay</b>					
Vehicle Purchase	54484	\$ 203,798	\$ 30,000	\$ 116,500	\$ 120,000
<b>Total Capital Outlay</b>		<u>\$ 203,798</u>	<u>\$ 30,000</u>	<u>\$ 116,500</u>	<u>\$ 120,000</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 203,955</u>	<u>\$ 30,900</u>	<u>\$ 117,600</u>	<u>\$ 121,100</u>

# City of La Puente

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## 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 2020-2021 Accomplishments**

- Assisted the public and the development community through the issuance of 157 encroachment permits for work performed within the City's public right-of-way.

### **FY 2021-2022 Goals**

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

# Engineering Services

# 100-3110

## Fiscal Year 2021-2022

	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ 176,411	\$ 141,400	\$ 115,800	\$ 129,900	-8%
<b>TOTAL</b>	<u>\$ 176,411</u>	<u>\$ 141,400</u>	<u>\$ 115,800</u>	<u>\$ 129,900</u>	-8%

### FUNDING SOURCES

100 - General Fund	<u>\$ 176,411</u>	<u>\$ 141,400</u>	<u>\$ 115,800</u>	<u>\$ 129,900</u>	-8%
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### ACCOUNT NUMBER EXPLANATION

53111	Contract Services - Private	Miscellaneous engineering services; plans and specifications reproduction costs
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 encroachment permits
53121	Industrial Waste Inspections	Cost of inspection services provided by Los Angeles County Public Works Department



# Engineering Services

100-3110

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Operating Expenditures</b>					
Contract Services - Private	53111	\$ 6,525	\$ 5,200	\$ 2,000	\$ 5,200
Subdivision Plan Check	53119	180	1,500	500	1,500
Engineering Permits	53120	139,115	108,000	86,200	95,700
Industrial Waste Inspections	53121	<u>30,591</u>	<u>26,700</u>	<u>27,100</u>	<u>27,500</u>
<b>Total Operating Expenditures</b>		<u>\$ 176,411</u>	<u>\$ 141,400</u>	<u>\$ 115,800</u>	<u>\$ 129,900</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 176,411</u>	<u>\$ 141,400</u>	<u>\$ 115,800</u>	<u>\$ 129,900</u>

# City of La Puente

## Streets — State Gas Tax Fund

### Summary

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

### FY 2020-2021 Accomplishments

- Removed and or covered approximately 182,400 square feet of graffiti within the City’s public right-of-way.
- Completed grid prune trimming of 964 parkway trees.
- Painted approximately 3,500 linear feet of curbs for restricted or no parking.
- Painted approximately 1,100 square feet of pavement markings for Stop legends, speed limit, and school zone areas.
- Performed roadway repairs by laying down 25 tons of asphalt patch.
- Installed 372 new street name signs throughout the City.
- Facilitated the planting of 79 additional trees in partnership with Amigos de los Rios by way of a Cal Fire Urban Forestry Grant.

### FY 2021-2022 Goals

- Continue to provide graffiti abatement services seven days a week.
- Complete parkway tree trimming Section 3 (center City)

<u>Authorized Positions</u>	<u>Actual 2019-20</u>	<u>Actual 2020-21</u>	<u>Adopted 2021-22</u>
City Manager	0.02	0.02	0.02
Director of Administrative Services	0.02	0.02	0.02
Director of Development Services	0.10	0.20	0.20
Principal Accountant	0.05	0.06	0.06
Accounting Technician	0.10	0.00	0.00
Accounting Technician II	0.00	0.10	0.10
Accounting Assistant	0.04	0.04	0.04
Maintenance Superintendent	0.25	0.40	0.40
Maintenance Supervisor	0.60	0.30	0.30
Maintenance Worker	0.57	0.57	0.57
Administrative Assistant	0.07	0.15	0.15
Maintenance Assistant	*	*	*
<b>Total FTE</b>	<u>1.82</u>	<u>1.86</u>	<u>1.86</u>

\*Part-time positions - The number of full time equivalent in Streets department can vary depending on the amount of budget set aside. For FY 2021-22, the recommended budget is \$90,100 which will cover the costs of part-time positions including Maintenance Assistant and Maintenance Worker.

# Streets – State Gas Tax Fund

# 200-3120

## Fiscal Year 2021-2022

	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 208,697	\$ 330,700	\$ 279,500	\$ 332,500	1%
Operating Expenditures	594,840	628,100	600,400	690,700	10%
<b>TOTAL</b>	<u>\$ 803,537</u>	<u>\$ 958,800</u>	<u>\$ 879,900</u>	<u>\$ 1,023,200</u>	7%

### FUNDING SOURCES

200 - State Gas Tax Fund	<u>\$ 803,537</u>	<u>\$ 958,800</u>	<u>\$ 879,900</u>	<u>\$ 1,023,200</u>	7%
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### ACCOUNT NUMBER EXPLANATION

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

# Streets – State Gas Tax Fund

# 200-3120

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full-time	51111	\$ 84,913	\$ 162,200	\$ 137,800	\$ 164,100
Salaries - Part-time	51112	56,273	60,800	43,800	90,100
Overtime	51117	767	2,500	600	2,500
Retirement	51211	46,562	61,000	59,600	30,200
FICA-Medicare	51212	2,048	3,300	3,000	3,700
Other Health-DOC	51311	2,128	3,700	3,700	3,700
Disability Insurance	51312	616	2,800	1,200	2,800
Life Insurance	51313	178	300	300	300
Health Insurance	51314	15,213	34,100	29,500	35,100
<b>Total Personnel Services</b>		<u>\$ 208,697</u>	<u>\$ 330,700</u>	<u>\$ 279,500</u>	<u>\$ 332,500</u>
<b>Operating Expenditures</b>					
Small Tools & Equipment	53012	\$ 3,133	\$ 3,200	\$ 3,500	\$ 5,500
Graffiti Removal Supplies	53016	4,493	11,200	17,300	18,600
Contract Services - Private	53111	34,797	18,800	8,000	10,400
Utilities - Highway Lights	53713	86,017	85,600	74,700	86,700
Utilities - Water	53714	48,648	44,500	55,200	53,500
Landscape Maintenance	53814	69,466	72,600	73,700	76,200
Parkway Tree Maintenance	53815	86,441	140,000	160,000	175,400
Street/Sidewalk Maintenance	53817	68,323	71,300	53,000	70,000
Signal Maintenance	53819	145,710	129,200	113,000	125,600
Traffic Markings/Signs	53821	42,809	35,600	25,900	50,000
Vehicle Charges	53997	5,004	16,100	16,100	18,800
<b>Total Operating Expenditures</b>		<u>\$ 594,840</u>	<u>\$ 628,100</u>	<u>\$ 600,400</u>	<u>\$ 690,700</u>
<b>TOTAL EXPENDITURES</b>		<u><u>\$ 803,537</u></u>	<u><u>\$ 958,800</u></u>	<u><u>\$ 879,900</u></u>	<u><u>\$ 1,023,200</u></u>

# City of La Puente

## Streets — RMRA (SB1) Fund

### Summary

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

### FY 2021-2022 Goals

- Provide for the coordination and management of street related capital projects.

<u>Authorized Positions</u>	<u>Actual</u> <u>2019-20</u>	<u>Actual</u> <u>2020-21</u>	<u>Adopted</u> <u>2021-22</u>
Director of Development Services	0.00	0.00	0.10
<b>Total FTE</b>	<u>0.00</u>	<u>0.00</u>	<u>0.10</u>

# Streets – RMRA (SB1) Fund

# 202-3120

## Fiscal Year 2021-2022

<b><u>BUDGET IN BRIEF</u></b>	<b><u>2019-2020 Actual</u></b>	<b><u>2020-2021 Adopted Budget</u></b>	<b><u>2020-2021 Estimated</u></b>	<b><u>2021-2022 Adopted Budget</u></b>	<b><u>% Change from Prior Year Budget</u></b>
Personnel Services	\$ -	\$ -	\$ -	\$ 23,100	100%
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 23,100</b>	<b>100%</b>
<b><u>FUNDING SOURCES</u></b>					
202 - RMRA (SB 1) Fund	\$ -	\$ -	\$ -	\$ 23,100	100%
<b><u>ACCOUNT NUMBER EXPLANATION</u></b>					
51111 Salaries Full-Time	Salary of Director of Development Services (10%)				
51211 Retirement	Costs of City's and employee's retirement at CalPERS				
51212 FICA-Medicare	Medicare benefits for full-time and part-time employees				
51311 Other Health-DOC	Dental, optical and audio reimbursements				
51312 Disability Insurance	Disability insurance & survivor's benefits				
51313 Life Insurance	Term life insurance				
51314 Health Insurance	Costs of health insurance coverage from CalPERS				

# Streets – RMRA (SB1) Fund

202-3120

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full-time	51111	\$ -	\$ -	\$ -	\$ 18,500
Retirement	51211	-	-	-	1,500
FICA-Medicare	51212	-	-	-	300
Other Health-DOC	51311	-	-	-	200
Disability Insurance	51312	-	-	-	300
Life Insurance	51313	-	-	-	100
Health Insurance	51314	-	-	-	2,200
<b>Total Personnel Services</b>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 23,100</u>
<b>TOTAL EXPENDITURES</b>		<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 23,100</u></u>

# City of La Puente

## Measure "M" Fund

### Summary

Measure M Fund accounts for the 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.

### FY 2020-2021 Accomplishments

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

### FY 2021-2022 Goals

- Continue the maintenance and capital improvement of City roadways.

<u>Authorized Positions</u>	<u>Actual 2019-20</u>	<u>Actual 2020-21</u>	<u>Adopted 2021-22</u>
Director of Administrative Services	0.02	0.02	0.02
Director of Development Services	0.10	0.10	0.10
Principal Accountant	0.05	0.06	0.06
Accounting Technician	0.02	0.00	0.00
Accounting Technician II	0.00	0.02	0.02
Maintenance Superintendent	0.25	0.25	0.25
Maintenance Supervisor	0.20	0.20	0.20
Maintenance Lead	0.00	0.50	0.50
Maintenance Worker	0.50	0.00	0.00
Administrative Assistant	0.07	0.07	0.07
Maintenance Assistant	*	*	*
<b>Total FTE</b>	<b><u>1.21</u></b>	<b><u>1.22</u></b>	<b><u>1.22</u></b>

\*Part-time positions - The number of full time equivalent in Streets department can vary depending on the amount of budget set aside. For FY 2021-22, the recommended budget is \$56,900 which will cover the costs of part-time positions including Maintenance Assistant and Maintenance Worker.



# Measure "M" Fund

# 203-3120

## Fiscal Year 2021-2022

	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 154,935	\$ 193,400	\$ 166,300	\$ 208,600	8%
Operating Expenditures	16,236	16,500	10,300	-	-100%
Transfer to Other Funds	263,633	262,800	262,800	263,600	0%
<b>TOTAL</b>	<u>\$ 434,805</u>	<u>\$ 472,700</u>	<u>\$ 439,400</u>	<u>\$ 472,200</u>	0%
<b>FUNDING SOURCES</b>					
205 - Measure "R" Fund	<u>\$ 434,805</u>	<u>\$ 472,700</u>	<u>\$ 439,400</u>	<u>\$ 472,200</u>	0%

### ACCOUNT NUMBER EXPLANATION

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

# Measure "M" Fund

# 203-3120

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full-time	51111	\$ 81,987	\$ 99,400	\$ 91,300	\$ 102,100
Salaries - Part-time	51112	17,837	29,700	19,100	56,900
Overtime	51117	43	2,500	100	2,500
Retirement	51211	38,627	31,900	30,300	16,400
FICA-Medicare	51212	1,449	1,900	1,600	2,400
Other Health-DOC	51311	1,415	2,500	6,200	2,400
Disability Insurance	51312	668	1,700	900	1,800
Life Insurance	51313	131	200	200	200
Health Insurance	51314	12,779	23,600	16,600	23,900
<b>ervices</b>		<u>\$ 154,935</u>	<u>\$ 193,400</u>	<u>\$ 166,300</u>	<u>\$ 208,600</u>
<b>Operating Expenditures</b>					
Contract Services - Private	53111	\$ 16,236	\$ 16,500	\$ 10,300	\$ -
<b>Total Operating Expenditures</b>		<u>\$ 16,236</u>	<u>\$ 16,500</u>	<u>\$ 10,300</u>	<u>\$ -</u>
<b>Transfer to Other Funds</b>					
Transfer to Other Funds	54999	\$ 263,633	\$ 262,800	\$ 262,800	\$ 263,600
<b>Total Transfer to Other Funds</b>		<u>\$ 263,633</u>	<u>\$ 262,800</u>	<u>\$ 262,800</u>	<u>\$ 263,600</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 434,805</u>	<u>\$ 472,700</u>	<u>\$ 439,400</u>	<u>\$ 472,200</u>

# City of La Puente

## Measure “R” Fund

### Summary

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

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

### FY 2020-2021 Accomplishments

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

### FY 2021-2022 Goals

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

<u>Authorized Positions</u>	<u>Actual 2019-20</u>	<u>Actual 2020-21</u>	<u>Adopted 2021-22</u>
Director of Administrative Services	0.02	0.02	0.02
Director of Development Services	0.10	0.10	0.10
Principal Accountant	0.05	0.06	0.06
Accounting Technician	0.02	0.00	0.00
Accounting Technician II	0.00	0.02	0.02
Maintenance Superintendent	0.25	0.25	0.25
Maintenance Supervisor	0.20	0.20	0.20
Maintenance Lead	0.00	0.50	0.50
Maintenance Worker	0.50	0.00	0.00
Administrative Assistant	0.07	0.07	0.07
Maintenance Assistant	*	*	*
<b>Total FTE</b>	<u>1.21</u>	<u>1.22</u>	<u>1.22</u>

\*Part-time positions - The number of full time equivalent in Streets department can vary depending on the amount of budget set aside. For FY 2021-22, the recommended budget is \$54,200 which will cover the costs of part-time positions including Maintenance Assistant and Maintenance Worker.

# Measure "R" Fund

# 205-3120

## Fiscal Year 2021-2022

	2019-2020	2020-2021	2020-2021	2021-2022	% Change
	Actual	Adopted Budget	Estimated	Adopted Budget	from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 146,805	\$ 195,600	\$ 160,700	\$ 205,900	5%
Transfer to Other Funds	284,221	287,700	287,700	283,900	-1%
<b>TOTAL</b>	<u>\$ 431,025</u>	<u>\$ 483,300</u>	<u>\$ 448,400</u>	<u>\$ 489,800</u>	1%
<b>FUNDING SOURCES</b>					
205 - Measure "R" Fund	<u>\$ 431,025</u>	<u>\$ 483,300</u>	<u>\$ 448,400</u>	<u>\$ 489,800</u>	1%

### ACCOUNT NUMBER EXPLANATION

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

# Measure "R" Fund

# 205-3120

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full-time	51111	\$ 83,169	\$ 99,400	\$ 88,200	\$ 102,100
Salaries - Part-time	51112	7,693.71	31,900	21,900	54,200
Overtime	51117	-	2,500	100	2,500
Retirement	51211	38,750	31,900	30,100	16,400
FICA-Medicare	51212	1,318	2,000	1,600	2,300
Other Health-DOC	51311	1,415	2,400	2,400	2,500
Disability Insurance	51312	707	1,700	700	1,800
Life Insurance	51313	143	200	200	200
Health Insurance	51314	13,610	23,600	15,500	23,900
<b>Total Personnel Services</b>		<u>\$ 146,805</u>	<u>\$ 195,600</u>	<u>\$ 160,700</u>	<u>\$ 205,900</u>
<b>Transfer to Other Funds</b>					
Transfer to Other Funds	54999	\$ 284,221	\$ 287,700	\$ 287,700	\$ 283,900
<b>Total Transfer to Other Funds</b>		<u>\$ 284,221</u>	<u>\$ 287,700</u>	<u>\$ 287,700</u>	<u>\$ 283,900</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 431,025</u>	<u>\$ 483,300</u>	<u>\$ 448,400</u>	<u>\$ 489,800</u>

# City of La Puente

## Transportation – Prop “A” Fund

### Summary

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

### FY 2021-2022 Goals

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

<u>Authorized Positions</u>	<u>Actual 2019-20</u>	<u>Actual 2020-21</u>	<u>Adopted 2021-22</u>
City Manager	0.01	0.01	0.01
Director of Administrative Services	0.02	0.02	0.02
Director of Development Services	0.10	0.10	0.10
Administrative Assistant	0.07	0.07	0.07
Principal Accountant	0.05	0.06	0.06
Accounting Technician	0.15	0.00	0.00
Accounting Technician II	0.00	0.15	0.15
Accounting Assistant	0.60	0.60	0.60
Assistant Planner	<u>0.20</u>	<u>0.20</u>	<u>0.20</u>
<b>Total FTE</b>	<u>1.20</u>	<u>1.21</u>	<u>1.21</u>

# Transportation – Prop “A” Fund

# 210-3130

## Fiscal Year 2021-2022

	2019-2020	2020-2021	2020-2021	2021-2022	% Change from Prior
<b>BUDGET IN BRIEF</b>	<b>Actual</b>	<b>Adopted Budget</b>	<b>Estimated</b>	<b>Adopted Budget</b>	<b>Year Budget</b>
Personnel Services	\$ 132,437	\$ 160,100	\$ 120,200	\$ 144,200	-10%
Operating Expenditures	707,276	805,200	602,000	752,600	-7%
<b>TOTAL</b>	<b>\$ 839,713</b>	<b>\$ 965,300</b>	<b>\$ 722,200</b>	<b>\$ 896,800</b>	<b>-7%</b>
<b>FUNDING SOURCES</b>					
210 - Prop "A" Fund	\$ 839,713	\$ 965,300	\$ 722,200	\$ 896,800	-7%

### 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%), Principal Accountant (6%), Accounting Technician II (15%), Accounting Assistant (60%), and Assistant Planner (20%)
51211	Retirement	Costs of City's and employee's retirement at CalPERS
51212	FICA-Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health-DOC	Dental, optical and audio reimbursement costs
51312	Disability Insurance	Disability insurance & survivor's benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53211	Postage & Mailing	Postage
53415	Community Outreach	Transit related portion of the Spotlight publication and delivery costs for the newsletter
53816	Bus Shelter Maintenance	Bus stop cleaning, shelter repair and maintenance
53914	Special Event 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	IT/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated motor pool charges

# Transportation – Prop “A” Fund

# 210-3130

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full-time	51111	\$ 80,725	\$ 94,400	\$ 63,500	\$ 95,800
Retirement	51211	29,875	35,000	32,500	17,300
FICA-Medicare	51212	1,171	1,400	1,100	1,400
Other Health-DOC	51311	1,403	2,400	2,400	2,400
Disability Insurance	51312	683	1,600	600	1,600
Life Insurance	51313	179	200	200	200
Health Insurance	51314	18,401	25,100	19,900	25,500
<b>Total Personnel Services</b>		<u>\$ 132,437</u>	<u>\$ 160,100</u>	<u>\$ 120,200</u>	<u>\$ 144,200</u>
<b>Operating Expenditures</b>					
Postage & Mailing	53211	\$ -	\$ 1,000	\$ -	\$ 1,000
Community Outreach	53415	1,286	5,700	2,000	4,000
Bus Shelter Maintenance	53816	29,616	45,900	30,900	50,000
Special Event Transportation	53914	694	3,000	-	2,500
Public Transit Subsidy	53915	99,721	124,700	12,300	75,600
Dial-A-Ride Services	53916	112,184	126,200	80,200	115,600
Fixed Route Shuttle	53917	434,854	469,500	447,400	469,800
Dues & Memberships	53971	10,130	10,200	10,200	10,200
IT/Equipment Charges	53996	3,996	2,900	2,900	5,100
Vehicle Charges	53997	14,796	16,100	16,100	18,800
<b>Total Operating Expenditures</b>		<u>\$ 707,276</u>	<u>\$ 805,200</u>	<u>\$ 602,000</u>	<u>\$ 752,600</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 839,713</u>	<u>\$ 965,300</u>	<u>\$ 722,200</u>	<u>\$ 896,800</u>



# City of La Puente

## Transportation – Prop “C” Fund

### Summary

Prop C Transportation Fund accounts for the City’s share of the Los Angeles County Proposition C Local Return sales tax dollars. This one-half cent (.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 2021-2022 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><u>Authorized Positions</u></b>	<b><u>Actual</u></b> <b><u>2019-20</u></b>	<b><u>Actual</u></b> <b><u>2020-21</u></b>	<b><u>Adopted</u></b> <b><u>2021-22</u></b>
Director of Administrative Services	0.02	0.02	0.02
Director of Development Services	0.10	0.20	0.20
Administrative Assistant	0.07	0.07	0.07
Principal Accountant	0.07	0.08	0.08
Accounting Techician	0.02	0.00	0.00
Accounting Techician II	<u>0.00</u>	<u>0.02</u>	<u>0.02</u>
<b>Total FTE</b>	<b><u>0.28</u></b>	<b><u>0.39</u></b>	<b><u>0.39</u></b>

# Transportation – Prop “C” Fund

# 215-3130

## Fiscal Year 2021-2022

	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 64,093	\$ 71,400	\$ 84,000	\$ 68,700	-4%
<b>TOTAL</b>	<u>\$ 64,093</u>	<u>\$ 71,400</u>	<u>\$ 84,000</u>	<u>\$ 68,700</u>	-4%
<b>FUNDING SOURCES</b>					
215 - Prop "C" Fund	<u>\$ 64,093</u>	<u>\$ 71,400</u>	<u>\$ 84,000</u>	<u>\$ 68,700</u>	-4%

### ACCOUNT NUMBER EXPLANATION

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

# Transportation – Prop “C” Fund

# 215-3130

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full-time	51111	\$ 50,246	\$ 52,600	\$ 64,300	\$ 53,100
Retirement	51211	6,165	8,800	9,900	5,400
FICA-Medicare	51212	729	800	1,000	800
Other Health-DOC	51311	327	800	800	800
Disability Insurance	51312	430	900	500	900
Life Insurance	51313	65	100	100	100
Health Insurance	51314	6,131	7,400	7,400	7,600
<b>Total Personnel Services</b>		<u>\$ 64,093</u>	<u>\$ 71,400</u>	<u>\$ 84,000</u>	<u>\$ 68,700</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 64,093</u>	<u>\$ 71,400</u>	<u>\$ 84,000</u>	<u>\$ 68,700</u>

# City of La Puente

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## Series 2019A Debt Service Fund

### Summary

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

# Series 2019A Debt Service Fund

# 305-3120

## Fiscal Year 2021-2022

	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Debt Service	\$ 263,633	\$ 262,800	\$ 262,800	\$ 263,600	0%
<b>TOTAL</b>	<u>\$ 263,633</u>	<u>\$ 262,800</u>	<u>\$ 262,800</u>	<u>\$ 263,600</u>	0%

	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget	% Change from Prior Year Budget
<b>FUNDING SOURCES</b>					
305 - Series 2019A Debt Service Fund	<u>\$ 263,633</u>	<u>\$ 262,800</u>	<u>\$ 262,800</u>	<u>\$ 263,600</u>	0%

### ACCOUNT NUMBER EXPLANATION

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

# Series 2019A Debt Service Fund

# 305-3120

## Fiscal Year 2021-2022

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Debt Service</b>					
Principal Pyaments	53989	\$ 195,000	\$ 140,000	\$ 140,000	\$ 145,000
Interest Payments	53990	68,633	122,800	122,800	118,600
<b>Total Debt Service</b>		<u>\$ 263,633</u>	<u>\$ 262,800</u>	<u>\$ 262,800</u>	<u>\$ 263,600</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 263,633</u>	<u>\$ 262,800</u>	<u>\$ 262,800</u>	<u>\$ 263,600</u>

# City of La Puente

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## Series 2019B Debt Service Fund

### Summary

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

# Series 2019B Debt Service Fund

# 310-3120

## Fiscal Year 2021-2022

	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Debt Service	\$ 230,933	\$ 234,200	\$ 234,200	\$ 230,400	-2%
<b>TOTAL</b>	<u>\$ 230,933</u>	<u>\$ 234,200</u>	<u>\$ 234,200</u>	<u>\$ 230,400</u>	-2%
<b>FUNDING SOURCES</b>					
310 - Series 2019B Debt Service Fund	<u>\$ 230,933</u>	<u>\$ 234,200</u>	<u>\$ 234,200</u>	<u>\$ 230,400</u>	-2%

### ACCOUNT NUMBER EXPLANATION

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



# Series 2019B Debt Service Fund

# 310-3120

## Fiscal Year 2021-2022

<u>Description</u>	<u>Acct. No.</u>	<u>2019-2020 Actual</u>	<u>2020-2021 Adopted Budget</u>	<u>2020-2021 Estimated</u>	<u>2021-2022 Adopted Budget</u>
<b>Debt Service</b>					
Principal Pyaments	53989	\$ 170,000	\$ 125,000	\$ 125,000	\$ 125,000
Interest Payments	53990	<u>60,933</u>	<u>109,200</u>	<u>109,200</u>	<u>105,400</u>
<b>Total Debt Service</b>		<u>\$ 230,933</u>	<u>\$ 234,200</u>	<u>\$ 234,200</u>	<u>\$ 230,400</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 230,933</u>	<u>\$ 234,200</u>	<u>\$ 234,200</u>	<u>\$ 230,400</u>

# City of La Puente

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## Transportation – Capital Projects Fund

### Summary

- Provide for loan payment to the City of Industry for advance funding of the Valley Wall Phase III and the resurfacing of Valley Boulevard.

# Transportation – Capital Projects Fund 400-3120

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## Fiscal Year 2021-2022

	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Debt Service	\$ 53,287	\$ 53,500	\$ 53,500	\$ 53,500	0%
<b>TOTAL</b>	<u>\$ 53,287</u>	<u>\$ 53,500</u>	<u>\$ 53,500</u>	<u>\$ 53,500</u>	0%
<b>FUNDING SOURCES</b>					
400 - Capital Projects Fund	<u>\$ 53,287</u>	<u>\$ 53,500</u>	<u>\$ 53,500</u>	<u>\$ 53,500</u>	0%

### ACCOUNT NUMBER EXPLANATION

53990 Debt Service Payment      Payment of City of Industry Valley Blvd Projects loan

# Transportation – Capital Projects Fund 400-3120

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## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Debt Service</b>					
Debt Service Payments	53990	\$ 53,287	\$ 53,500	\$ 53,500	\$ 53,500
<b>Total Debt Service</b>		\$ 53,287	\$ 53,500	\$ 53,500	\$ 53,500
<b>TOTAL EXPENDITURES</b>		\$ 53,287	\$ 53,500	\$ 53,500	\$ 53,500

# City of La Puente

## Planning/Zoning Services

### Summary

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

### FY 2020-2021 Accomplishments

- Approved a Planned Development Permit and Master Sign Program for the construction of a new two-story, 9,088 square foot commercial office building and exterior façade improvements to existing commercial buildings located at Amar Road and Fickewirth Avenue.
- Approved a Tentative Tract Map and Site Plan and Design Review to subdivide a 24,750 square foot parcel on Amar Road in the R-4 zone for the construction of a 12-unit attached condominium project.
- Approved a Site Plan and Design Review for the construction of a new two-story, 13,708 square foot medical office building at 1103 North Hacienda Blvd.
- Received a Local Early Action Planning grant award of \$150,000 from the California Department of Housing and Community Development for the preparation of the City's 6th Cycle Housing Element.
- Facilitated the permitting of approximately 35 Accessory Dwelling Units throughout the City in furtherance of the City's housing unit production targets as set forth by the State.
- Approved an amendment to the Unruh Specific Plan for the development of 74 affordable senior housing units at 1040 Unruh Avenue.
- Approved the Site Plan and Design Review for a new Starbucks Coffee at 501 S. Azusa Way.
- Approved the Site Plan and Design Review for a new Popeyes Louisiana Kitchen in the Northgate Shopping Center.
- Approved a Development Agreement for the installation of electronic display billboards in the City, including one located at La Puente Park.

### FY 2021-2022 Goals

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

<b>Authorized Positions</b>	<b>Actual 2019-20</b>	<b>Actual 2020-21</b>	<b>Adopted 2021-22</b>
Director of Development Services	0.15	0.10	0.10
Senior Planner	1.00	1.00	1.00
Assistant Planner	0.80	0.80	0.80
Administrative Assistant	<u>0.25</u>	<u>0.30</u>	0.30
<b>Total FTE</b>	<u>2.20</u>	<u>2.20</u>	<u>2.20</u>

# Planning/Zoning Services

# 100-3300

## Fiscal Year 2021-2022

<b>BUDGET IN BRIEF</b>	<b>2019-2020 Actual</b>	<b>2020-2021 Adopted Budget</b>	<b>2020-2021 Estimated</b>	<b>2021-2022 Adopted Budget</b>	<b>% Change from Prior Year Budget</b>
Personnel Services	\$ 216,827	\$ 289,800	\$ 329,800	\$ 270,100	-7%
Operating Expenditures	89,069	77,700	52,600	308,000	296%
<b>TOTAL</b>	<u>\$ 305,896</u>	<u>\$ 367,500</u>	<u>\$ 382,400</u>	<u>\$ 578,100</u>	57%
<b>FUNDING SOURCES</b>					
100 - General Fund	<u>\$ 305,896</u>	<u>\$ 367,500</u>	<u>\$ 382,400</u>	<u>\$ 578,100</u>	57%

### ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full-time	Salaries for Development Services Director (10%), Senior Planner (100%), Assistant Planner (80%) and Administrative Assistant (30%)
51117	Overtime	Overtime pay for full-time employees
51118	Leave Conversion	Conversion of accrued leave
51211	Retirement	Costs of City's and employee's retirement at CalPERS
51212	FICA-Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health-DOC	Dental, optical and audio reimbursement costs
51312	Disability Insurance	Disability insurance & survivor's benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53011	Operating Supplies	Office supplies for the planning department
53111	Contract Services - Private	Provides for services for Housing Element & Review Update and miscellaneous planning and zoning Services
53112	Contract Services - Public	Publication of environmental notices, notice of exemptions, negative and mitigated declarations,
53116	Commission/Committee Services	Stipend for Planning Commission/Development Review Board meetings
53411	Printing & Publishing	Costs for ads for required public notices for this division
53971	Dues & Memberships	Membership dues for professional organizations such as ICSC, APA and CCAC
53972	Conferences & Meetings	Director's attendance at ICSC Conference, Skill Path training for staff and miscellaneous meeting, trainings and seminars
53976	Special Departmental	Business cards, logo shirts and name plates for planning commissioners
53996	IT/Equipment Charges	Allocated information technology and equipment charges

# Planning/Zoning Services

# 100-3300

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full-time	51111	\$ 151,436	\$ 180,900	\$ 201,800	\$ 188,000
Overtime	51117	619	300	100	300
Leave Conversion	51118	16,596	5,000	13,900	14,000
Retirement	51211	21,111	70,600	71,400	35,400
FICA-Medicare	51212	2,541	2,700	3,200	2,800
Other Health-DOC	51311	2,572	4,400	4,400	4,400
Disability Insurance	51312	1,353	3,100	2,000	3,200
Life Insurance	51313	319	400	400	400
Health Insurance	51314	20,280	22,400	32,600	21,600
<b>Total Personnel Services</b>		<u>\$ 216,827</u>	<u>\$ 289,800</u>	<u>\$ 329,800</u>	<u>\$ 270,100</u>
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 1,627	\$ 1,300	\$ 800	\$ 1,200
Contract Services - Private	53111	60,635	40,000	30,000	270,000
Commission/Committee Services	53116	2,985	4,700	2,200	4,700
Printing & Publishing	53411	9,931	10,000	4,000	7,000
Dues & Memberships	53971	1,240	2,000	1,500	1,800
Conferences & Meetings	53972	1,005	6,000	400	5,300
Special Departmental	53976	342	600	600	600
IT/Equipment Charges	53996	11,304	13,100	13,100	17,400
<b>Total Operating Expenditures</b>		<u>\$ 89,069</u>	<u>\$ 77,700</u>	<u>\$ 52,600</u>	<u>\$ 308,000</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 305,896</u>	<u>\$ 367,500</u>	<u>\$ 382,400</u>	<u>\$ 578,100</u>

# Planning/Zoning Services

# 280-3300

## Fiscal Year 2021-2022

	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 1,996	\$ -	\$ -	\$ -	0%
<b>TOTAL</b>	<u>\$ 1,996</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	
<b>FUNDING SOURCES</b>					
280 - Miscellaneous Grants Fund	<u>\$ 1,996</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	0%

### ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full-time	Project related salaries for City Manager and Director of Community Services
51211	Retirement	Costs of City's and employee's retirement at CalPERS
51212	FICA-Medicare	Medicare benefits for full-time and part-time employees



# Planning/Zoning Services

280-3300

## Fiscal Year 2021-2022

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full-time	51111	\$ 1,725	\$ -	\$ -	\$ -
Retirement	51211	246	-	-	-
FICA-Medicare	51212	25	-	-	-
<b>Total Personnel Services</b>		<u>\$ 1,996</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 1,996</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

# City of La Puente

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## 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 2020-2021 Accomplishments

- Issued 1,146 building permits and performed 2,890 building inspections.
- Completed 183 residential and 46 commercial building plan check reviews.
- Issued building permits for the 74-unit Arboleda senior apartments at 1040 Unruh Street.
- Issued Building Permits for the remodeling of the Sunny Gardens Senior Apartments consisting of 95 units at 13712 Sunkist Ave.
- Issued certificates of occupancy to Starbucks and Popeyes Louisiana Kitchen.

### FY 2021-2022 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 completion of construction of the 22-unit townhome development at the former Star Theater property.

# Building and Safety Services

# 100-3310

## Fiscal Year 2021-2022

	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ 572,837	\$ 481,500	\$ 431,000	\$ 376,900	-22%
<b>TOTAL</b>	<u>\$ 572,837</u>	<u>\$ 481,500</u>	<u>\$ 431,000</u>	<u>\$ 376,900</u>	-22%

### FUNDING SOURCES

100 - General Fund	<u>\$ 572,837</u>	<u>\$ 481,500</u>	<u>\$ 431,000</u>	<u>\$ 376,900</u>	-22%
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### ACCOUNT NUMBER EXPLANATION

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

# Building and Safety Services

100-3310

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 882	\$ 1,200	\$ 700	\$ 1,200
Contract Services - Private	53111	571,911	480,000	430,000	375,400
Special Departmental	53976	45	300	300	300
<b>Total Operating Expenditures</b>		<u>\$ 572,837</u>	<u>\$ 481,500</u>	<u>\$ 431,000</u>	<u>\$ 376,900</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 572,837</u>	<u>\$ 481,500</u>	<u>\$ 431,000</u>	<u>\$ 376,900</u>

# City of La Puente

## Housing and Community Services

### Summary

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

### FY 2020-2021 Accomplishments

- Initiated and completed 8 CDBG funded rehabilitation grants and 2 Cal Home funded loans.
- Reduced the waiting list for housing rehabilitation assistance to 15.
- Prepared and implement the Prevention and Diversion Homeless Plan Program.
- Approved and delivered 56 CDBG Business Assistance Grants in response to the Corona Virus Pandemic (COVID-19).
- Obtained a grant award of \$600,000 from the California Department of Housing Community Development for additional funds to augment the City's Cal Home housing rehabilitation loan program.
- Obtained a grant award of \$545,381 from the Housing and Community Development (HCD) under the Permanent Local Housing Allocation (PLHA) Program for the development of the City sponsored first-time homebuyer program.

### FY 2021-2022 Goals

- Preserve and improve the condition of the City's housing stock through the delivery of 12 housing rehabilitation grants and 4 loans.
- Maximize the use of available financial assistance and other resources to reduce the cost of housing.
- Begin the development of a first-time homebuyer program in the City for eligible participants.

<u>Authorized Positions</u>	<u>Actual</u> <u>2019-20</u>	<u>Actual</u> <u>2020-21</u>	<u>Adopted</u> <u>2021-22</u>
Principal Accountant	0.03	0.03	0.03
Accounting Technician	0.04	0.00	0.00
Accounting Technician II	0.00	0.04	0.04
Rehabilitation Grant Specialist	1.00	1.00	1.00
Senior Center Specialist	0.40	0.40	0.40
Code Enforcement Manager	0.35	0.20	0.20
Code Enforcement Officer	*	*	*
<b>Total FTE</b>	<u>1.82</u>	<u>1.67</u>	<u>1.67</u>

\*Part-time positions - The number of full time equivalent in the Housing and Community Services department can vary depending on the amount of budget set aside. For FY 2021-22, the recommended budget is \$225,900 which will cover the costs of part-time positions including Code Enforcement Officer.

# Housing and Community Services

# 100-3320

## Fiscal Year 2021-2022

	2019-2020 <u>Actual</u>	2020-2021 <u>Adopted Budget</u>	2020-2021 <u>Estimated</u>	2021-2022 <u>Adopted Budget</u>	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 108,932	\$ 130,300	\$ 93,500	\$ 95,700	-27%
Operating Expenditures	8,483	11,000	11,500	14,300	30%
<b>TOTAL</b>	<u>\$ 117,415</u>	<u>\$ 141,300</u>	<u>\$ 105,000</u>	<u>\$ 110,000</u>	-22%
<b>FUNDING SOURCES</b>					
100 - General Fund	<u>\$ 117,415</u>	<u>\$ 141,300</u>	<u>\$ 105,000</u>	<u>\$ 110,000</u>	-22%

### ACCOUNT NUMBER EXPLANATION

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

# Housing and Community Services

100-3320

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full-time	51111	\$ 52,001	\$ 53,900	\$ 44,100	\$ 53,900
Overtime	51117	-	-	800	500
Retirement	51211	39,461	55,900	30,800	20,800
FICA-Medicare	51212	754	800	700	800
Other Health-DOC	51311	2,128	3,400	3,400	3,300
Disability Insurance	51312	460	900	400	900
Life Insurance	51313	125	100	100	100
Health Insurance	51314	14,003	15,300	13,200	15,400
<b>Total Personnel Services</b>		<u>\$ 108,932</u>	<u>\$ 130,300</u>	<u>\$ 93,500</u>	<u>\$ 95,700</u>
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 187	\$ 200	\$ 800	\$ 500
Contract Services - Private	53111	3,915	6,700	7,500	7,500
Printing & Publishing	53411	-	200	-	200
Conferences and Meetings	53972	385	500	100	500
Special Departmental	53976	-	500	200	500
IT/Equipment Charges	53996	3,996	2,900	2,900	5,100
<b>Total Operating Expenditures</b>		<u>\$ 8,483</u>	<u>\$ 11,000</u>	<u>\$ 11,500</u>	<u>\$ 14,300</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 117,415</u>	<u>\$ 141,300</u>	<u>\$ 105,000</u>	<u>\$ 110,000</u>

## Fiscal Year 2021-2022

	2019-2020	2020-2021	2020-2021	2021-2022	% Change
<b>BUDGET IN BRIEF</b>	<b>Actual</b>	<b>Adopted Budget</b>	<b>Estimated</b>	<b>Adopted Budget</b>	<b>from Prior Year Budget</b>
Personnel Services	\$ 280,369	\$ 299,000	\$ 321,100	\$ 335,300	12%
Operating Expenditures	40,775	145,300	90,200	142,300	-2%
<b>TOTAL</b>	<b>\$ 321,144</b>	<b>\$ 444,300</b>	<b>\$ 411,300</b>	<b>\$ 477,600</b>	<b>7%</b>

### FUNDING SOURCES

260 - CDBG Fund	\$ 321,144	\$ 444,300	\$ 411,300	\$ 477,600	7%
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### ACCOUNT NUMBER EXPLANATION

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



## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full-time	51111	\$ 80,349	\$ 76,100	\$ 64,500	\$ 77,300
Salaries - Part-time	51112	167,429	187,600	219,500	225,900
Retirement	51211	8,995	9,500	11,300	9,500
FICA-Medicare	51212	3,594	3,800	5,900	4,500
Disability Insurance	51312	691	1,300	600	1,300
Life Insurance	51313	180	200	200	200
Health Insurance	51314	19,132	20,500	19,100	16,600
<b>Total Personnel Services</b>		<u>\$ 280,369</u>	<u>\$ 299,000</u>	<u>\$ 321,100</u>	<u>\$ 335,300</u>
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 214	\$ 600	\$ 400	\$ 600
Small Tools & Equipment	53012	-	1,500	4,500	1,500
Conferences & Meetings	53972	395	1,200	300	1,200
Grants and Loans - Residential	53977	40,167	142,000	85,000	139,000
<b>Total Operating Expenditures</b>		<u>\$ 40,775</u>	<u>\$ 145,300</u>	<u>\$ 90,200</u>	<u>\$ 142,300</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 321,144</u>	<u>\$ 444,300</u>	<u>\$ 411,300</u>	<u>\$ 477,600</u>

## Fiscal Year 2021-2022

	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ -	\$ 205,000	\$ 113,700	\$ 190,000	-7%
Transfer to Other Funds	3,015	10,700	5,700	9,500	-11%
<b>TOTAL</b>	<u>\$ 3,015</u>	<u>\$ 205,000</u>	<u>\$ 119,400</u>	<u>\$ 199,500</u>	-3%

### FUNDING SOURCES

265 - Cal Home Loans	<u>\$ 3,015</u>	<u>\$ 215,700</u>	<u>\$ 119,400</u>	<u>\$ 199,500</u>	-8%
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### ACCOUNT NUMBER EXPLANATION

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

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Operating Expenditures</b>					
Loans - Residential	53997	\$ -	\$ 205,000	\$ 113,700	\$ 190,000
<b>Total Operating Expenditures</b>		\$ -	\$ 205,000	\$ 113,700	\$ 190,000
<b>Transfers to Other Funds</b>					
Transfers to Other Funds	54999	\$ 3,015	\$ 10,700	\$ 5,700	\$ 9,500
<b>Total Operating Expenditures</b>		\$ 3,015	\$ 10,700	\$ 5,700	\$ 9,500
<b>TOTAL EXPENDITURES</b>		\$ 3,015	\$ 215,700	\$ 119,400	\$ 199,500

# City of La Puente

## Parks

### Summary

The Parks Division is responsible for planting, trimming, and irrigation of all City parks, street trees, median islands, parkways, and landscaping at city facilities to provide an inviting, well-groomed, and aesthetically pleasing appearance and preserve a healthy urban forest. This division maintains the 22 acre La Puente Park and the award winning Puente Creek Nature Education Center. La Puente Park includes picnic facilities, a playground, restrooms, athletic fields, snack bar facilities, and open space areas.

### FY 2020-2021 Accomplishments

- Installed over 18,000 linear feet of irrigation pipe, over 20,000 linear feet of irrigation wire, installed 106 irrigation valves, over 1,200 linear feet of 4-inch main lines, 18 new irrigation valves and 6 quick coupler valves as part of the irrigation upgrades to La Puente Park.
- Installed 2,000 feet of new domestic water lines.
- Removed 40 diseased trees and planted 27 new trees of the following species: Crepe Myrtle, Palo Verde and Windmill Palm throughout the Park.
- Put down over 250 tons of infield mix and poured over 80 yards of concrete.
- Painted the West Side and Center Bathroom buildings as well as the Snack Bar.

### FY 2021-2022 Goals

- Maintain the recently completed upgrades to La Puente Park as the premier sports field complex in the San Gabriel Valley.
- Construction of a new storage building for park maintenance equipment.
- Complete the installation of T-ball/multi-purpose fields in the center of the Park.
- Complete the installation of security cameras and speaker system at the Park.

<u>Authorized Positions</u>	<u>Actual 2019-20</u>	<u>Actual 2020-21</u>	<u>Adopted 2021-22</u>
City Manager	0.05	0.05	0.00
Director of Administrative Services	0.10	0.05	0.00
Director of Development Services	0.35	0.20	0.10
Director of Community Services	0.10	0.05	0.00
Principal Accountant	0.15	0.00	0.00
Communication/IT Analyst	0.00	0.05	0.00
Management Superintendent	0.25	0.10	0.30
Maintenance Supervisor	0.00	0.30	0.10
Park Maintenance Worker	0.00	1.00	2.00
Maintenance Worker	1.43	1.43	1.43
Maintenance Assistant	*	*	*
Administrative Assistant	<u>0.40</u>	<u>0.27</u>	<u>0.27</u>
<b>Total FTE</b>	<b><u>2.83</u></b>	<b><u>3.50</u></b>	<b><u>4.20</u></b>

\*Part-time positions - The number of full time equivalent in the Parks department can vary depending on the amount of budget set aside. For FY 2021-22, the recommended budget is \$271,000 which will cover the costs of part-time positions including Maintenance Assistant.

## Fiscal Year 2021-2022

<b>BUDGET IN BRIEF</b>	<b>2019-2020 Actual</b>	<b>2020-2021 Adopted Budget</b>	<b>2020-2021 Estimated</b>	<b>2021-2022 Adopted Budget</b>	<b>% Change from Prior Year Budget</b>
Personnel Services	\$ 129,184	\$ 299,200	\$ 361,700	\$ 467,400	56%
Operating Expenditures	74,256	76,600	61,900	84,700	11%
<b>TOTAL</b>	<b>\$ 203,440</b>	<b>\$ 375,800</b>	<b>\$ 423,600</b>	<b>\$ 552,100</b>	<b>47%</b>

### FUNDING SOURCES

100 - General Fund	\$ 203,440	\$ 375,800	\$ 423,600	\$ 552,100	47%
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### ACCOUNT NUMBER EXPLANATION

51111	Salaries Full-Time	Salaries for Director of Development Services (10%), Maintenance Superintendent (10%), Maintenance Supervisor (10%), Park Maintenance Worker (180%), Maintenance Worker (90%) and Administrative Assistant (27%)
51112	Salaries Part-Time	Salaries of Part-Time Staff
51117	Overtime	Overtime pay for full time employees
51118	Leave Conversion	Conversion of accrued leave
51211	Retirement	Costs of City's and employee's retirement at CalPERS
51212	FICA-Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health-DOC	Dental, optical and audio reimbursement costs
51312	Disability Insurance	Disability insurance and survivor's benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53011	Operating Supplies	Office supplies for the department
53012	Small Tools & Equipment	Provides for janitorial supplies and miscellaneous items
53015	Uniform/Boot Reimbursements	Provides for purchases of uniforms and boot reimbursement and city issued pants and shirts
53111	Contract Services - Private	Miscellaneous contract services for La Puente Park and restroom facilities
53811	Equipment Maintenance	Provides for annual AQMD fees, fire extinguisher maintenance, snack bar inspections, repairs to tools, park equipment, emergency generator, power equipment maintenance, backflow maintenance, etc.
53813	Facility Maintenance	Provides for maintenance and supplies for La Puente Park and facilities
53972	Conferences & Meetings	Miscellaneous local meetings and training seminars for staff
53976	Special Departmental	Provides for miscellaneous expenses for the Parks Division
53996	IT/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated motor pool charges

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full-time	51111	\$ 71,860	\$ 74,900	\$ 116,700	\$ 203,900
Salaries - Part-time	51112	7,070	165,100	122,200	138,100
Overtime	51117	5,474	-	14,100	20,000
Leave Conversion	51118	3,294	3,000	6,300	5,000
Retirement	51211	12,914	25,000	56,400	24,000
FICA-Medicare	51212	1,287	3,500	3,800	5,200
Other Health-DOC	51311	351	2,000	2,000	6,500
Disability Insurance	51312	758	1,300	1,200	3,500
Life Insurance	51313	231	200	300	600
Health Insurance	51314	25,946	24,200	38,700	60,600
<b>Total Personnel Services</b>		<u>\$ 129,184</u>	<u>\$ 299,200</u>	<u>\$ 361,700</u>	<u>\$ 467,400</u>
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 6,035	\$ 13,000	\$ 9,200	\$ 12,800
Small Tool & Equipment	53012	16,950	15,000	13,500	15,200
Uniform/Boot Reimbursement	53015	8,500	7,600	6,000	7,600
Contract Services - Private	53111	-	6,000	5,200	6,200
Equipment Maintenance	53811	6,268	8,500	4,700	8,500
Facility Maintenance	53813	6,936	8,900	7,200	8,700
Park Maintenance & Repair	53822	-	5,000	4,500	5,200
Conferences & Meetings	53972	-	1,000	-	1,000
Special Departmental	53976	875	500	500	500
IT/Equipment Charges	53996	3,996	300	300	200
Vehicle Charges	53997	24,696	10,800	10,800	18,800
<b>Total Operating Expenditures</b>		<u>\$ 74,256</u>	<u>\$ 76,600</u>	<u>\$ 61,900</u>	<u>\$ 84,700</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 203,440</u>	<u>\$ 375,800</u>	<u>\$ 423,600</u>	<u>\$ 552,100</u>

# Measure "A" Safe Parks Fund

# 283-3330

## Fiscal Year 2021-2022

	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ -	\$ 27,200	\$ -	\$ 27,200	0%
<b>TOTAL</b>	<u>\$ -</u>	<u>\$ 27,200</u>	<u>\$ -</u>	<u>\$ 27,200</u>	0%
<b>FUNDING SOURCES</b>					
285 - Measure A	<u>\$ -</u>	<u>\$ 27,200</u>	<u>\$ -</u>	<u>\$ 27,200</u>	0%

### ACCOUNT NUMBER EXPLANATION

53822 Park Mtce & Repair

Provides for pest control for park snack bar, repairs and maintenance of park facilities, including irrigation repairs

# Measure "A" Safe Parks Fund

# 283-3330

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Operating Expenditures</b>					
Park Mtce & Repair	53822	\$ -	\$ 27,200	\$ -	\$ 27,200
<b>Total Operating Expenditures</b>		\$ -	\$ 27,200	\$ -	\$ 27,200
<b>TOTAL EXPENDITURES</b>		\$ -	\$ 27,200	\$ -	\$ 27,200



# Lighting and Landscape Maintenance

# 285-3330

## Fiscal Year 2021-2022

	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Personnel Services	\$ 463,668	\$ 360,200	\$ 285,500	\$ 243,500	-32%
Operating Expenditures	619,389	532,200	657,600	684,700	29%
<b>TOTAL</b>	<u>\$ 1,083,057</u>	<u>\$ 892,400</u>	<u>\$ 943,100</u>	<u>\$ 928,200</u>	4%

### FUNDING SOURCES

285 - Lighting & Landscape	\$ 1,083,057	\$ 892,400	\$ 943,100	\$ 928,200	4%
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### ACCOUNT NUMBER EXPLANATION

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

# Lighting and Landscape Maintenance

# 285-3330

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full-time	51111	\$ 218,307	\$ 180,000	\$ 144,400	\$ 57,600
Salaries - Part-time	51112	123,749	63,000	52,900	132,900
Overtime	51117	-	2,500	-	2,500
Retirement	51211	66,300	53,600	49,600	10,600
FICA-Medicare	51212	4,957	3,600	2,700	2,800
Other Health-DOC	51311	2,958	5,000	5,000	1,800
Disability Insurance	51312	1,893	3,100	1,300	1,000
Life Insurance	51313	512	400	400	200
Health Insurance	51314	44,991	49,000	29,200	34,100
<b>Total Personnel Services</b>		<u>\$ 463,668</u>	<u>\$ 360,200</u>	<u>\$ 285,500</u>	<u>\$ 243,500</u>
<b>Operating Expenditures</b>					
Contract Services - Private	53111	\$ 166,870	\$ 130,500	\$ 185,200	\$ 164,700
Utility - Gas	53711	641	1,200	300	500
Utility - Electricity	53712	233,891	215,400	237,400	275,300
Utility - Water	53714	20,149	34,000	14,200	36,400
Utility - Communications	53715	690	700	800	800
Facility Maintenance	53813	55,478	36,400	44,100	45,200
Landscape Maintenance	53814	36,811	50,000	36,800	42,800
Park Mtce & Repair	53822	95,967	26,800	95,700	75,000
Equipment Lease/Rental	53911	-	18,200	24,100	22,500
IT/Equipment Charges	53996	3,996	2,900	2,900	2,700
Vehicle Charges	53997	4,896	16,100	16,100	18,800
<b>Total Operating Expenditures</b>		<u>\$ 619,389</u>	<u>\$ 532,200</u>	<u>\$ 657,600</u>	<u>\$ 684,700</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 1,083,057</u>	<u>\$ 892,400</u>	<u>\$ 943,100</u>	<u>\$ 928,200</u>



# COMMUNITY SERVICES



# City of La Puente

## Recreation Services

### Summary

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

### FY 2020-2021 Accomplishments

- Partnered with the Hacienda La Puente Unified School District, the City of Industry and the Delhaven Community Center to provide free lunch and snack to children under 18 at Sparks Middle School, Workman High School and La Puente High School through the Summer Nutrition Program. A total of 32,756 meals were served, an increase of 21,561 meals from the 2019-2020 Fiscal Year. Modifications to the program were made to comply with mandates related to COVID-19 including a drive-up/walk-thru meal service.
- Added two sites to the Summer Nutrition Program.
- Provided support to the City's Emergency Operations Center (EOC) in response to the COVID-19 pandemic.
- Hosted ongoing COVID-19 Vaccine Clinics in partnership with Rite Aid and the Federal Government from March 2021-June 2021.

### FY 2021-2022 Goals

- Identify and secure a fourth site for the Summer Nutrition Program.
- Reopen the Community Center in Fall of 2021.
- Begin to offer in-person as well as online based recreation classes and programs.
- Resume Tiny Tots instruction in Fall of 2021.

<u>Authorized Positions</u>	<u>Actual 2019-20</u>	<u>Actual 2020-21</u>	<u>Adopted 2021-22</u>
Community Services Director	0.90	0.95	1.00
Community Engagement Supervisor	0.50	0.50	0.50
Community Services Coordinator	2.00	1.00	1.00
Community Services Specialist	*	*	*
Community Services Leader	*	*	*
<b>Total FTE</b>	<u>3.40</u>	<u>2.45</u>	<u>2.50</u>

\*Part-time positions - The number of full-time equivalent in the Recreation Services division can vary depending on the amount of the budget set aside. For FY 2021-22, the recommended budget is \$234,600 which will cover the costs of part-time positions including community service specialist and community service leader.

# Recreation Services

# 100-4100

## Fiscal Year 2021-2022

<b>BUDGET IN BRIEF</b>	<b>2019-2020 Actual</b>	<b>2020-2021 Adopted Budget</b>	<b>2020-2021 Estimated</b>	<b>2021-2022 Adopted Budget</b>	<b>% Change from Prior Year Budget</b>
Personnel Services	\$ 594,680	\$ 899,200	\$ 638,300	\$ 735,100	-18%
Operating Expenditures	211,252	167,200	261,700	291,000	74%
Capital Outlay	-	11,000	8,700	-	-100%
<b>TOTAL</b>	<b>\$ 805,932</b>	<b>\$ 1,077,400</b>	<b>\$ 908,700</b>	<b>\$ 1,026,100</b>	<b>-5%</b>
<b>FUNDING SOURCES</b>					
100 - General Fund	\$ 805,932	\$ 1,077,400	\$ 908,700	\$ 1,026,100	-5%

### ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full-time	Salaries for Director of Community Services (100%), Community Engagement Supervisor (50%), Community Services Coordinator (100%), and Community Service Specialist (200%)
51112	Salaries - Part-time	Salaries of part-time staff for various activities such as special events, tiny tots, summer recreation, summer lunch program and other events as needed
51117	Overtime	Overtime pay for full-time employees
51118	Leave Conversion	Conversion of accrued leave
51211	Retirement	Costs of City's and employee's retirement at CalPERS
51212	FICA-Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health-DOC	Dental, optical and audio reimbursements
51312	Disability Insurance	Disability insurance & survivor's benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53011	Operating Supplies	Office supplies for use at Community Center
53012	Small Tools & Equipment	Tiny Tots furniture and play equipment and general office equipment
53111	Contract Services - Private	Contract class instructors, ActiveNet, SCMAF Insurance
53112	Contract Services - Public	Summer lunch program at three (3) sites
53411	Printing & Publishing	Programs and periodic marketing and forms
53711	Utility - Gas	Natural gas charges for the Community Center
53712	Utility - Electricity	Electricity for the Community Center
53714	Utility - Water	Water charges for the Community Center
53715	Utility - Communications	Communication charges for the Community Center
53811	Equipment Maintenance	Maintenance of handicap lift, fire extinguishers, plotters and office equipment.
53813	Facility Maintenance	Maintenance and repair of facility, pest control, security alarm and miscellaneous cleaning supplies
53971	Dues & Memberships	Memberships to California Parks and Recreation Society (CPRS), Southern California Municipal Athletic Federation (SCMAF), National Recreation and Parks Association (NRPA) and Sam's Club
53972	Conferences & Meetings	Attendance at CPRS trainings and workshops
53976	Special Departmental	Miscellaneous items for the department
53996	IT/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated vehicle charges
54585	Capital Outlay	Purchase of Community Center plotter

# Recreation Services

# 100-4100

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full-time	51111	\$ 249,771	\$ 350,100	\$ 262,700	\$ 314,500
Salaries - Part-time	51112	124,405	255,800	123,700	234,600
Overtime	51117	2,148	6,000	2,000	6,000
Leave Conversion	51118	10,759	10,000	13,900	10,000
Retirement	51211	133,990	161,300	152,700	75,900
FICA-Medicare	51212	5,577	8,900	6,000	8,000
Other Health-DOC	51311	5,145	8,900	6,900	7,000
Disability Insurance	51312	2,115	5,900	2,300	5,300
Life Insurance	51313	524	800	800	600
Health Insurance	51314	60,246	91,500	67,300	73,200
<b>Total Personnel Services</b>		<u>\$ 594,680</u>	<u>\$ 899,200</u>	<u>\$ 638,300</u>	<u>\$ 735,100</u>
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 3,871	\$ 4,000	\$ 4,000	\$ 4,000
Small Tools & Equipment	53012	4,329	5,800	1,500	5,800
Contract Services - Private	53111	45,421	72,000	12,000	72,000
Contract Services - Public	53112	104,828	30,000	189,000	150,000
Printing & Publishing	53411	739	500	-	-
Utility - Gas	53711	530	500	500	500
Utility - Electricity	53712	17,161	18,500	18,500	18,500
Utility - Water	53714	5,324	3,500	3,500	3,500
Utility - Communications	53715	652	900	900	900
Equipment Maintenance	53811	1,939	4,500	7,000	7,000
Facility Maintenance	53813	3,261	-	-	-
Dues & Memberships	53971	905	1,300	900	1,300
Conferences & Meetings	53972	124	1,300	-	-
Special Departmental	53976	565	500	-	-
IT/Equipment Charges	53996	16,704	13,100	13,100	15,000
Vehicle Charges	53997	4,900	10,800	10,800	12,500
<b>Total Operating Expenditures</b>		<u>\$ 211,252</u>	<u>\$ 167,200</u>	<u>\$ 261,700</u>	<u>\$ 291,000</u>
<b>Capital Outlay</b>					
Furniture/Office Equipment	54585	\$ -	\$ 11,000	\$ 8,700	\$ -
<b>Total Capital Outlay</b>		<u>\$ -</u>	<u>\$ 11,000</u>	<u>\$ 8,700</u>	<u>\$ -</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 805,932</u>	<u>\$ 1,077,400</u>	<u>\$ 908,700</u>	<u>\$ 1,026,100</u>

# City of La Puente

## Youth Learning Activity Center Services

### Summary

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

### FY 2020-2021 Accomplishments

- The Teen VOICE Program continued to hold meetings and offer free online workshops for the youth of the community utilizing Zoom.
- The Teen VOICE Program collected donations for the Senior Essential Drive to provide Seniors with care packages that included blankets, socks, playing cards, crossword puzzles, books, and other goodies.
- In partnership with the Boys and Girls Club of La Puente, was awarded the Youth Reinvestment Grant in the amount of \$400,000 from the Board of State and Community Corrections Planning and Grant Programs. The AID (Adolescent Intervention and Diversion) Program is a referral-based program to intervene and divert non-violent offenders. This program continued to be offered utilizing a virtual setting to adhere to social distancing guidelines.

### FY 2021-2022 Goals

- Increase teen involvement through the City's Teen VOICE Program.
- Working with the Boys and Girls Club of La Puente, increase participation in the AID Program.
- Develop a Flag Football Program.
- Reestablish the Youth Basketball Program.

<u>Authorized Positions</u>	<u>Actual 2019-20</u>	<u>Actual 2020-21</u>	<u>Adopted 2021-22</u>
Community Services Coordinator	1.00	1.00	1.00
Community Services Specialist	*	*	*
Community Services Leader	*	*	*
<b>Total FTE</b>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>

\*Part-time positions - The number of full-time equivalent in the Youth Learning Activity Center can vary depending on the amount of the budget set aside. For FY 2019-20, the recommended budget is \$152,900 which will cover the costs of part-time positions including community service specialist and community service leader.

# Youth Learning Activity Center Services

# 100-4110

## Fiscal Year 2021-2022

<b>BUDGET IN BRIEF</b>	<b>2019-2020 Actual</b>	<b>2020-2021 Adopted Budget</b>	<b>2020-2021 Estimated</b>	<b>2021-2022 Adopted Budget</b>	<b>% Change from Prior Year Budget</b>
Personnel Services	\$ 215,402	\$ 313,200	\$ 184,000	\$ 350,000	12%
Operating Expenditures	75,720	73,600	60,900	78,200	6%
<b>TOTAL</b>	<b>\$ 291,122</b>	<b>\$ 386,800</b>	<b>\$ 244,900</b>	<b>\$ 428,200</b>	<b>11%</b>

### FUNDING SOURCES

100 - General Fund	\$ 291,122	\$ 386,800	\$ 244,900	\$ 428,200	11%
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### ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full-time	Salaries for Community Services Coordinator (100%) and Community Service Specialist (100%)
51112	Salaries - Part-time	Salaries of part-time staff for various activities
51117	Overtime	Overtime pay for full time employees
51211	Retirement	Costs of City's and employee's retirement at CalPERS
51212	FICA-Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health-DOC	Dental, optical and audio reimbursements
51312	Disability Insurance	Costs for insurance such as survivors and long-term disability
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53011	Operating Supplies	Office supplies for the Youth Learning Activity Center
53012	Small Tools & Equipment	Gymnasium equipment and maintenance
53111	Contract Services - Private	Cost of contract referees for sports leagues
53411	Printing & Publishing	Printing of special event programs and periodic marketing
53711	Utility - Gas	Natural gas charges for the Youth Learning Activity Center
53712	Utility - Electricity	Electrical service for the Youth Learning Activity Center (gymnasium and parking lot)
53714	Utility - Water	Water charges for the Youth Learning Activity Center
53715	Utility - Communications	Communication charges for the Youth Learning Activity Center
53811	Equipment Maintenance	Maintenance agreement of kitchen equipment, fire maintenance, water filters, generator service, heat/air and annual AQMD fees
53813	Facility Maintenance	Maintenance and repair of facility security alarm
53971	Dues & Memberships	Memberships to California Parks and Recreation Society, Southern California Municipal Athletic Federation and Sam's Club
53972	Conferences & Meetings	Attendance at CPRS trainings and workshops
53976	Special Departmental	Miscellaneous items for the department
53980	Sports Activities	Supplies for sports activities, shirts, awards, closing ceremony for the Youth Basketball Program, balls and scorebooks
53996	IT/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated vehicle charges



# Youth Learning Activity Center Services

# 100-4110

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full-time	51111	\$ 64,898	\$ 71,600	\$ 68,100	\$ 117,400
Salaries - Part-time	51112	100,920	168,900	57,200	152,900
Overtime	51117	1,567	5,000	3,000	5,000
Retirement	51211	35,930	41,400	40,900	22,700
FICA-Medicare	51212	2,427	3,600	2,000	4,000
Other Health-DOC	51311	1,169	2,000	2,000	4,000
Disability Insurance	51312	566	1,200	600	2,000
Life Insurance	51313	180	200	200	400
Health Insurance	51314	7,744	19,300	10,000	41,600
<b>Total Personnel Services</b>		<u>\$ 215,402</u>	<u>\$ 313,200</u>	<u>\$ 184,000</u>	<u>\$ 350,000</u>
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 1,095	\$ 3,000	\$ 1,500	\$ 3,000
Small Tools & Equipment	53012	1,240	6,000	1,500	6,000
Contract Services - Private	53111	12,838	-	-	-
Printing & Publishing	53411	-	300	-	300
Utility - Gas	53711	1,932	2,200	2,200	2,200
Utility - Electricity	53712	30,372	35,500	35,500	35,500
Utility - Water	53714	1,779	3,100	3,100	3,100
Utility - Communications	53715	130	500	500	500
Equipment Maintenance	53811	2,479	5,000	2,000	5,000
Facility Maintenance	53813	551	-	-	-
Dues & Memberships	53971	145	500	200	500
Conferences & Meetings	59372	821	800	-	800
Special Departmental	53976	284	800	1,000	1,000
Sports Activities	53980	456	2,500	-	4,000
IT/Equipment Charges	53996	16,704	8,000	8,000	10,000
Vehicle Charges	53997	4,896	5,400	5,400	6,300
<b>Total Operating Expenditures</b>		<u>\$ 75,720</u>	<u>\$ 73,600</u>	<u>\$ 60,900</u>	<u>\$ 78,200</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 291,122</u>	<u>\$ 386,800</u>	<u>\$ 244,900</u>	<u>\$ 428,200</u>

# City of La Puente

## Senior Services

### Summary

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

### FY 2020-2021 Accomplishments

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

### FY 2021-2022 Goals

- Provided additional enrichment classes through Adult Education.
- Work with local non-profit and community groups to provide additional services at the La Puente Senior Center.
- Develop intergenerational opportunities for the Seniors at the La Puente Senior Center.

<u>Authorized Positions</u>	<u>Actual 2019-20</u>	<u>Actual 2020-21</u>	<u>Adopted 2021-22</u>
Community Services Coordinator	0.60	0.60	0.60
Community Services Specialist	*	*	*
Community Services Leader	*	*	*
<b>Total FTE</b>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>

\*Part-time positions - The number of full-time equivalent in the Senior Services division can vary depending on the amount of the budget set aside. For FY 2019-20, the recommended budget is \$22,900 which will cover the costs of part-time positions including community service specialist and community service leader.

## Fiscal Year 2021-2022

<b>BUDGET IN BRIEF</b>	<b>2019-2020 Actual</b>	<b>2020-2021 Adopted Budget</b>	<b>2020-2021 Estimated</b>	<b>2021-2022 Adopted Budget</b>	<b>% Change from Prior Year Budget</b>
Personnel Services	\$ 106,113	\$ 121,500	\$ 89,200	\$ 92,300	-24%
Operating Expenditures	69,304	77,200	60,800	71,600	-7%
<b>TOTAL</b>	<b>\$ 175,417</b>	<b>\$ 198,700</b>	<b>\$ 150,000</b>	<b>\$ 163,900</b>	<b>-18%</b>

### FUNDING SOURCES

100 -General Fund	\$ 175,417	\$ 198,700	\$ 150,000	\$ 163,900	-18%
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### ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full-time	Salaries for Community Service Coordinator (60%)
51112	Salaries - Part-time	Salaries of part-time Senior Services staff
51117	Overtime	Overtime pay for full-time employees
51118	Leave Conversion	Cost of accrued leave
51211	Retirement	Costs of City's and employee's retirement at CalPERS
51212	FICA-Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health-DOC	Dental, optical and audio reimbursements
51312	Disability Insurance	Disability insurance & survivor's benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53011	Operating Supplies	Office supplies for the Senior Center
53012	Small Tools & Equipment	General supplies and purchase of equipment
53411	Printing & Publishing	Periodic marketing and brochures
53711	Utility - Gas	Natural gas charges for the Senior Center
53712	Utility - Electricity	Electricity charges for the Senior Center
53714	Utility - Water	Water charges for the Senior Center
53175	Utility - Communications	Telephone and cable service for the Senior Center
53811	Equipment Maintenance	Maintenance agreement for kitchen equipment, fire maintenance, water filter, generator, heat/air, annual AQMD permits and miscellaneous repairs
53813	Facility Maintenance	Custodial service, pest control, security alarm, plumbing and carpet cleaning
53814	Landscape Maintenance	Landscaping services for the Senior Center
53911	Equipment Lease and Rental	Lease and maintenance of digital color copier
53961	Subscriptions & Publications	Daily newspaper subscriptions
53971	Dues & Memberships	Membership to California Parks and Recreation Society and National Recreation and Parks Associations
53972	Conferences & Meetings	Attendance at CPRS/Senior Service trainings and workshops
53976	Special Departmental	Miscellaneous items
53979	Special Events	Provides supplies, catering, entertainment and decorations for monthly dances, excursions and volunteer recognition
53996	IT/Equipment Charges	Allocated information technology and equipment charges

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Personnel Services</b>					
Salaries - Full-time	51111	\$ 48,265	\$ 44,000	\$ 43,700	\$ 44,000
Salaries - Part-time	51112	4,052	32,500	1,000	22,900
Overtime	51117	541	-	500	500
Leave Conversion	51118	2,507	4,000	3,900	4,000
Retirement	51211	36,725	25,400	25,500	11,500
FICA-Medicare	51212	807	1,100	700	1,000
Other Health-DOC	51311	702	1,200	1,200	1,200
Disability Insurance	51312	414	800	400	800
Life Insurance	51313	118	100	100	100
Health Insurance	51314	11,982	12,400	12,200	6,300
<b>Total Personnel Services</b>		<u>\$ 106,113</u>	<u>\$ 121,500</u>	<u>\$ 89,200</u>	<u>\$ 92,300</u>
<b>Operating Expenditures</b>					
Operating Supplies	53011	\$ 1,148	\$ 2,000	\$ 1,000	\$ 2,000
Small Tools & Equipment	53012	4,687	5,000	1,500	3,000
Printing & Publishing	53411	-	100	-	100
Utility - Gas	53711	1,470	1,400	1,400	1,400
Utility - Electricity	53712	11,213	15,000	15,000	15,000
Utility - Water	53714	2,118	2,000	2,000	2,000
Utility - Communications	53715	2,998	2,700	2,700	2,700
Equipment Maintenance	53811	2,745	6,000	6,000	6,000
Facility Maintenance	53813	29,314	24,300	20,100	24,300
Landscape Maintenance	53814	1,775	2,000	2,000	2,000
Subscriptions & Publications	53961	454	500	100	500
Dues & Memberships	53971	-	500	-	-
Conferences & Meetings	53972	-	300	-	-
Special Departmental	53976	-	400	-	-
Special Events	53979	3,785	7,000	1,000	5,000
IT/Equipment Charges	53996	7,596	8,000	8,000	7,600
<b>Total Operating Expenditures</b>		<u>\$ 69,304</u>	<u>\$ 77,200</u>	<u>\$ 60,800</u>	<u>\$ 71,600</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 175,417</u>	<u>\$ 198,700</u>	<u>\$ 150,000</u>	<u>\$ 163,900</u>

# City of La Puente

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## 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 2020-2021 Accomplishments**

- Held the LEAD Speaker Series for the Workman Elementary School, Sunset Elementary School, Sparks Middle School and Sierra Vista Middle utilizing Zoom to comply with social distancing guidances.
- Held drive-thru style events for the community that included Dia De Los Muertos, Veteran's Day, Holiday Lights on Main Street, and the Spring EGGstravaganza.
- Organized free Zoom visits with Santa Claus for La Puente residents.
- Initiated the Letters from Santa program during the month of December.
- Organized the Spring COLLEGGtion business scavenger hunt that helped to promote local businesses in La Puente.

### **FY 2021-2022 Goals**

- Working with local non-profit groups, faith-based organizations, and service clubs to enhance special events.
- Hold the 2nd Annual Día De Los Muertos event.
- Identify new methods of production for the Quarterly Spotlight.
- Engage the community groups and local businesses in the production of the annual calendar.
- Increase promotion and the recognition of military personnel through the Military Banner Program.

# Community Promotions

100-4140

## Fiscal Year 2021-2022

	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ 142,104	\$ 129,600	\$ 122,500	\$ 154,700	19%
<b>TOTAL</b>	<u>\$ 142,104</u>	<u>\$ 129,600</u>	<u>\$ 122,500</u>	<u>\$ 154,700</u>	19%

### FUNDING SOURCES

100 - General Fund	<u>\$ 142,104</u>	<u>\$ 129,600</u>	<u>\$ 122,500</u>	<u>\$ 154,700</u>	19%
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### ACCOUNT NUMBER EXPLANATION

53111	Contract Services - Private	Professional photographer during City events; the cost of production, printing and distribution of the City calendar
53415	Community Outreach	Production and delivery of quarterly City Spotlight newsletter
53416	Social Media Technology	Purchase of social media technology platforms
53961	Subscriptions & Publications	Subscription for newspapers and publications
53976	Special Departmental	Miscellaneous items for the department
53979	Special Events	Costs related to the City's annual events: 3rd of July, Concerts in the Park, Movies in the Park, Veteran's Day, Parade & Tree Lighting, Excursions, Spring Egg Hunt, etc.
53992	Scholarships	Provides for scholarship grants for residents at \$500 each
53993	Youth Activities Program	Provides funding to low and moderate income families for youth activities in the form of grants.

# Community Promotions

100-4140

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Operating Expenditures</b>					
Contract Services - Private	53111	\$ 8,990	\$ 14,000	\$ 12,000	\$ 12,000
Community Outreach	53415	7,694	20,000	8,000	15,000
Social Media Technology	53416	5,598	12,200	1,500	12,200
Subscription & Publication	53961	-	500	-	-
Special Events	53979	109,904	62,400	90,000	95,000
Scholarships	53992	4,789	8,500	5,000	8,500
Youth Activities Program	53993	5,129	12,000	6,000	12,000
<b>Total Operating Expenditures</b>		<u>\$ 142,104</u>	<u>\$ 129,600</u>	<u>\$ 122,500</u>	<u>\$ 154,700</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 142,104</u>	<u>\$ 129,600</u>	<u>\$ 122,500</u>	<u>\$ 154,700</u>



# PROPRIETARY FUNDS





# City of La Puente

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## Sewer

### **Summary**

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

### **FY 2020-2021 Accomplishments**

- Awarded a new triennial contract for City-wide cleaning of the sewer system.

### **FY 2021-2022 Goals**

- To meet new State requirements on sewer system maintenance and operations.
- Complete the sewer system assessment report, which will examine the conditions of the sewer lines and provide recommendations on reparative action.

## Fiscal Year 2021-2022

	<b>2019-2020</b>	<b>2020-2021</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>% Change</b>
	<b>Actual</b>	<b>Adopted Budget</b>	<b>Estimated</b>	<b>Adopted Budget</b>	<b>from Prior</b>
<b>BUDGET IN BRIEF</b>					<b>Year Budget</b>
Operating Expenditures	\$ 272,157	\$ 364,700	\$ 292,700	\$ 773,400	112%
Debt Service	268,805	625,000	575,000	575,000	-8%
Transfer to Other Funds	<u>263,508</u>	<u>275,000</u>	<u>280,100</u>	<u>275,000</u>	0%
<b>TOTAL</b>	<b><u>\$ 804,470</u></b>	<b><u>\$ 1,264,700</u></b>	<b><u>\$ 1,147,800</u></b>	<b><u>\$ 1,623,400</u></b>	<b>28%</b>
<b>FUNDING SOURCES</b>					
500 - Sewer Construction/Maintenance	<u>\$ 804,470</u>	<u>\$ 1,264,700</u>	<u>\$ 1,147,800</u>	<u>\$ 1,623,400</u>	28%

### ACCOUNT NUMBER EXPLANATION

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

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Operating Expenditures</b>					
Contract Services - Private	53111	\$ 71,028	\$ 150,600	\$ 72,500	\$ 545,800
Contract Services - Public	53112	14,230	24,800	19,200	25,100
Printing & Publishing	53411	-	1,900	800	2,000
Special Departmental	53976	-	500	200	500
Depreciation	53999	186,899	186,900	200,000	200,000
<b>Total Operating Expenditures</b>		<u>\$ 272,157</u>	<u>\$ 364,700</u>	<u>\$ 292,700</u>	<u>\$ 773,400</u>
<b>Debt Service</b>					
Principal Payments	53989	\$ -	\$ 355,000	\$ 345,000	\$ 355,000
Interest Payments	53990	268,805	270,000	230,000	220,000
<b>Total Debt Service</b>		<u>\$ 268,805</u>	<u>\$ 625,000</u>	<u>\$ 575,000</u>	<u>\$ 575,000</u>
<b>Transfer to Other Funds</b>					
Transfer to Other Funds	54999				
<b>Total Transfer to Other Fund</b>		<u>\$ 263,508</u>	<u>\$ 275,000</u>	<u>\$ 280,100</u>	<u>\$ 275,000</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 804,470</u>	<u>\$ 1,264,700</u>	<u>\$ 1,147,800</u>	<u>\$ 1,623,400</u>

# City of La Puente

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## 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 2020-2021 Accomplishments**

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

### **FY 2021-2022 Goals**

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

# Equipment Replacement

# 550-6100

## Fiscal Year 2021-2022

	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ 154,209	\$ 140,800	\$ 157,700	\$ 161,000	14%
<b>TOTAL</b>	<u>\$ 154,209</u>	<u>\$ 140,800</u>	<u>\$ 157,700</u>	<u>\$ 161,000</u>	14%
<b>FUNDING SOURCES</b>					
550 - Equipment Replacement Fund	<u>\$ 154,209</u>	<u>\$ 140,800</u>	<u>\$ 157,700</u>	<u>\$ 161,000</u>	14%

### ACCOUNT NUMBER EXPLANATION

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

# Equipment Replacement

550-6100

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Operating Expenditures</b>					
Software & Licensing	53017	\$ 59,831	\$ 55,000	\$ 38,000	\$ 55,400
Computer Hardware & Supplies	53018	14,144	28,600	27,000	30,600
Contract Services - Private	53111	57,459	38,200	70,000	49,000
Equipment Lease/Rental	53911	2,157	4,000	1,000	4,000
Depreciation Expense	53999	20,618	15,000	21,700	22,000
<b>Total Operating Expenditures</b>		<u>\$ 154,209</u>	<u>\$ 140,800</u>	<u>\$ 157,700</u>	<u>\$ 161,000</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 154,209</u>	<u>\$ 140,800</u>	<u>\$ 157,700</u>	<u>\$ 161,000</u>

# City of La Puente

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## 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 2020-2021 Accomplishments

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

### FY 2021-2022 Goals

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

# Vehicle Maintenance and Replacement 555-3150

## Fiscal Year 2021-2022

	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ 187,765	\$ 226,800	\$ 207,300	\$ 277,200	22%
Capital Outlay	-	-	-	75,000	100%
<b>TOTAL</b>	<u>\$ 187,765</u>	<u>\$ 226,800</u>	<u>\$ 207,300</u>	<u>\$ 352,200</u>	55%

### FUNDING SOURCES

555 - Vehicle Replacement Fund	<u>\$ 187,765</u>	<u>\$ 226,800</u>	<u>\$ 207,300</u>	<u>\$ 352,200</u>	55%
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### ACCOUNT NUMBER EXPLANATION

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



# Vehicle Maintenance and Replacement 555-3150

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## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Operating Expenditures</b>					
Fuel	53014	\$ 35,748	\$ 40,000	\$ 34,000	\$ 60,000
Vehicle Maintenance	53812	56,176	43,000	44,800	38,000
Vehicle Lease/Rental	53912	14,674	70,800	38,700	89,200
Depreciation Expense	53999	81,167	73,000	89,800	90,000
<b>Total Operating Expenditures</b>		<u>\$ 187,765</u>	<u>\$ 226,800</u>	<u>\$ 207,300</u>	<u>\$ 277,200</u>
<b>Capital Outlay</b>					
Vehicle Purchase	54484	\$ -	\$ -	\$ -	\$ 75,000
<b>Total Capital Outlay</b>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 75,000</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 187,765</u>	<u>\$ 226,800</u>	<u>\$ 207,300</u>	<u>\$ 352,200</u>



# SUCCESSOR AGENCY

# City of La Puente

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## 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.

### **FY 2020-2021 Accomplishment**

- Obtained California Department of Finance approval for Last and Final ROPS submission, resulting in City reimbursement for millions of dollars over the next several decades.

### **FY 2021-2022 Goals**

- To continue to wind down the former Redevelopment activities through proper use of RPTTF funds as contained in the Last and Final ROPS.

# Successor Agency

# 610-5100

## Fiscal Year 2021-2022

	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget	% Change from Prior Year Budget
<b>BUDGET IN BRIEF</b>					
Operating Expenditures	\$ 133,284	\$ 451,600	\$ 448,800	\$ 343,700	-24%
Debt Services	463,773	570,300	570,200	661,100	16%
<b>TOTAL</b>	<u>\$ 597,057</u>	<u>\$ 1,021,900</u>	<u>\$ 1,019,000</u>	<u>\$ 1,004,800</u>	-2%

### FUNDING SOURCES

610 - RPTTF Fund	<u>\$ 597,057</u>	<u>\$ 1,021,900</u>	<u>\$ 1,019,000</u>	<u>\$ 1,004,800</u>	-2%
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### ACCOUNT NUMBER EXPLANATION

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


# Successor Agency

# 610-5100

## Fiscal Year 2021-2022

### Expenditure Breakdown

Description	Acct. No.	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
<b>Operating Expenditures</b>					
Contract Services	53111	\$ 1,475	\$ 1,500	\$ 6,500	\$ 1,500
Legal Services	53114	1,446	8,000	1,000	1,000
Fiscal Agent Fees	53966	1,600	1,600	1,500	1,600
Transfer to Other Funds	54999	128,763	440,500	439,800	339,600
<b>Total Operating Expenditures</b>		<u>\$ 133,284</u>	<u>\$ 451,600</u>	<u>\$ 448,800</u>	<u>\$ 343,700</u>
<b>Debt Service</b>					
Debt Service Payments	53990	\$ 461,989	\$ 120,000	\$ 120,000	\$ 125,000
Interest Expense - TABS	53991	1,785	137,500	137,400	132,100
Interest Expense - Advance	53993	-	312,800	312,800	404,000
<b>Total Debt Service</b>		<u>\$ 463,773</u>	<u>\$ 570,300</u>	<u>\$ 570,200</u>	<u>\$ 661,100</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 597,057</u>	<u>\$ 1,021,900</u>	<u>\$ 1,019,000</u>	<u>\$ 1,004,800</u>



# **CAPITAL IMPROVEMENT PROGRAM (CIP)**

# CIP Overview

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## Fiscal Year 2021-2022

### **Capital Expenditure Definition**

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

### **Primary Functions**

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

### **Goals & Objectives**

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

### **Effect on Operating Budget**

- General Fund CIP of \$1,049,200 has no effect on the operating budget, and is financed entirely by a decrease in fund balance.
- 2019A and 2019B Capital Projects are financed through bond funds, and thus have no effect on the operating budget.
- Special revenue fund CIP projects are funded using a mixture of current year revenues and fund balances.

### **CIP Project Descriptions Fiscal Year 2021-2022**

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

**Arterial Parkway Improvements – Amar Rd. and Elliott Ave. –** Project closeout of landscaping, irrigation, sidewalk, and block wall improvements along the City's right-of-way on the south side of Amar Ave. between Elliott Ave and Unruh Ave.

**Bus Shelter Replacement/Refurbishment** – Replacement of 10 existing bus shelters at various locations throughout the City.

**Skateboard Park** – The addition of an above-ground bowl as a new component to the southside of the new Skate Park facility.

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

# CIP Overview

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## Fiscal Year 2021-2022

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

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

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

**Community Center LED Sign Replacement** - Project closeout the new color LED electronic marquee sign.

**Street Bollards - Downtown** – Installation of removable street bollards for temporary street closures for City held special events.

**Park Improvements** – Final completion of improvements to the west side of La Puente Park including electrical improvements, restroom renovation, and installation of various fixtures.

**Maintenance Yard Roof** - Replacement of the existing roof system for the Maintenance Yard building at La Puente Park.

**Local Streets Pavement Resurfacing** - Using bond funds raised in Series 2019A and 2019B issuance, improvements to local residential streets throughout the City through cold milling the existing asphalt and applying new asphalt to the street.

**Park Service Road** – Construction of a new service road to the Maintenance Yard building from Temple Avenue at La Puente Park.

**Soccer Fields** – New soccer field(s) located on the east side of La Puente Park.

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

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



# CIP by Projects

## Fiscal Year 2021-2022

Acct. No.	Project Title	Fund	2019-2020	2020-2021	2020-2021	2021-2022
			Actual	Adopted Budget	Estimated	Adopted Budget
202-5510	Local Street Improvement - Slurry Seal/Resurfacing	RMRA (SB 1)	\$ 149,421	\$ 1,400,000	\$ 1,312,700	\$ -
203-5510	Local Street Improvement - Slurry Seal/Resurfacing	Measure M	125,179	-	-	-
205-5510	Local Street Improvement - Slurry Seal/Resurfacing	Measure R	54,104	200,000	207,200	-
405-5510	Local Street Improvement - Slurry Seal/Resurfacing	Series 2019A	-	200,000	-	-
410-5510	Local Street Improvement - Slurry Seal/Resurfacing	Series 2019B	-	200,000	-	-
	<b>Total for Local Street Improvement</b>		<b>\$ 328,704</b>	<b>\$ 2,000,000</b>	<b>\$ 1,519,900</b>	<b>\$ -</b>
200-5514	ADA Transition Plan Implementation	Gas Tax	\$ -	\$ 20,000	\$ -	\$ 20,000
	<b>Total ADA Transition Plan</b>		<b>\$ -</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ 20,000</b>
215-5518	Parkway Arterial Improvements - Amar/Elliot	Prop C	\$ 46,097	\$ 625,000	\$ 600,000	\$ 20,000
	<b>Total Pkwy/Arterial Wall Improvements</b>		<b>\$ 46,097</b>	<b>\$ 625,000</b>	<b>\$ 600,000</b>	<b>\$ 20,000</b>
285-5520	Street Light Purchase	LLD	\$ 12,471	\$ -	\$ -	\$ -
	<b>Total Street Light Purchase</b>		<b>\$ 12,471</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
285-5522	Energy Efficiency Project/Street Light Conversion	LLD	\$ 117,821	\$ -	\$ -	\$ -
	<b>Total Energy Efficiency Project</b>		<b>\$ 117,821</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
280-5547	Bus Shelter Replacement/Refurbishment	Misc Grants	\$ -	\$ 40,000	\$ -	\$ 40,000
210-5547	Bus Shelter Replacement/Refurbishment	Prop A	-	230,000	-	250,000
	<b>Total Bus Shelter Replacement/Refurbishment</b>		<b>\$ -</b>	<b>\$ 270,000</b>	<b>\$ -</b>	<b>\$ 290,000</b>
205-5574	Rule 20A Undergrounding-Amar Rd/Puente to Willow	Measure R	\$ 360	\$ -	\$ -	\$ -
	<b>Total Rule 20A Undergrounding-Amar Rd/Puente to Willow</b>		<b>\$ 360</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
400-5576	Traffic Signal Improvements-Hacienda/N of Fairgrove	Developer	\$ 108,710	\$ 15,000	\$ -	\$ -
	<b>Total Hacienda/N of Fairgrove</b>		<b>\$ 108,710</b>	<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ -</b>
500-5580	Sewer Capital Improvements - Valley Bl/Wickford to Ferrero and Wickford Ave/Valley to Inyo	Sewer	\$ -	\$ 50,000	\$ 314,600	\$ -
	<b>Total Sewer Capital Improvements</b>		<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 314,600</b>	<b>\$ -</b>
200-5583	Street Sign Replacement	Gas Tax	\$ 133,041	\$ 40,000	\$ 90,400	\$ -
	<b>Total Street Sign Replacement</b>		<b>\$ 133,041</b>	<b>\$ 40,000</b>	<b>\$ 90,400</b>	<b>\$ -</b>
100-5585	Skateboard Park	General	\$ 54,925	\$ 357,500	\$ 230,000	\$ 90,000
280-5585	Skateboard Park	State Grant	610,259	325,000	137,000	-
	<b>Total Skate Board Park</b>		<b>\$ 665,184</b>	<b>\$ 682,500</b>	<b>\$ 367,000</b>	<b>\$ 90,000</b>
203-5586	Crosswalk Enhancements (8 locations)	Measure M	\$ 20,647	\$ 156,000	\$ 7,300	\$ 80,000
230-5586	Crosswalk Enhancements (8 locations)	HSIP	-	786,000	-	786,000
	<b>Total Crosswalk Enhancements</b>		<b>\$ 20,647</b>	<b>\$ 942,000</b>	<b>\$ 7,300</b>	<b>\$ 866,000</b>
215-5587	Major Street Resurfacing	Prop C	\$ 257,303	\$ 700,000	\$ 307,000	\$ 150,000
	<b>Total Major Street Resurfacing</b>		<b>\$ 257,303</b>	<b>\$ 700,000</b>	<b>\$ 307,000</b>	<b>\$ 150,000</b>
220-5588	Safe Routes to School Master Plan	TDA	\$ -	\$ 50,000	\$ 10,000	\$ 45,000
	<b>Total Safe Routes to School Master Plan</b>		<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 10,000</b>	<b>\$ 45,000</b>
205-5589	Traffic Signal Improvements - Amar/Willow	Meas R	\$ 164,472	\$ 25,000	\$ -	\$ -
280-5589	Traffic Signal Improvements - Amar/Willow	County	54,691	8,500	-	-
	<b>Total Traffic Signal Improvements - Amar/Willow</b>		<b>\$ 219,163</b>	<b>\$ 33,500</b>	<b>\$ -</b>	<b>\$ -</b>

# CIP by Projects

## Fiscal Year 2021-2022

<u>Acct. No.</u>	<u>Project Title</u>	<u>Fund</u>	<u>2019-2020 Actual</u>	<u>2020-2021 Adopted Budget</u>	<u>2020-2021 Estimated</u>	<u>2021-2022 Adopted Budget</u>
203-5590	Concrete Repairs - Various Locations	Measure M	\$ 3,245	\$ 150,000	\$ 163,000	\$ 150,000
	<b>Total Concrete Repairs - Various Locations</b>		<b>\$ 3,245</b>	<b>\$ 150,000</b>	<b>\$ 163,000</b>	<b>\$ 150,000</b>
275-5591	Community Center LED Sign Replacement	PEG	\$ -	\$ 50,000	\$ 56,000	\$ 10,000
	<b>Total Community Center LED Sign Replacement</b>		<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 56,000</b>	<b>\$ 10,000</b>
203-5592	Street Bollards - Downtown	Measure M	\$ 62,828	\$ 50,000	\$ -	\$ 45,000
	<b>Total Street Bollards - Downtown</b>		<b>\$ 62,828</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 45,000</b>
280-5594	Park Master Plan - Phase 1 (Westside)	State Grant	\$ 511,907	\$ 341,000	\$ 624,900	\$ -
	<b>Total Park Master Plan - Phase 1 (Westside)</b>		<b>\$ 511,907</b>	<b>\$ 341,000</b>	<b>\$ 624,900</b>	<b>\$ -</b>
100-5595	Sewer and Park Improvements (Westside)	General	\$ -	\$ 24,900	\$ 212,900	\$ -
280-5595	Sewer and Park Improvements (Hacienda Parking Lot)	State Grant	-	75,000	-	-
285-5595	Sewer and Park Improvements (Westside)	LLD	132,789	25,800	141,200	-
500-5595	Sewer and Park Improvements (Westside)	Sewer	-	833,500	1,612,800	-
	<b>Total Sewer and Park Improvement (Westside)</b>		<b>\$ 132,789</b>	<b>\$ 959,200</b>	<b>\$ 1,966,900</b>	<b>\$ -</b>
100-5596	Park Improvements	General	\$ 132,863	\$ 2,037,300	\$ 695,900	\$ 644,200
	<b>Total Park Improvements</b>		<b>\$ 132,863</b>	<b>\$ 2,037,300</b>	<b>\$ 695,900</b>	<b>\$ 644,200</b>
285-5597	Maintenance Yard Roof	LLD	\$ -	\$ 100,000	\$ -	\$ 85,000
	<b>Total Park Improvements</b>		<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ 85,000</b>
202-5598	Local Streets Pavement Resurfacing	RMRA (SB1)	\$ -	\$ -	\$ -	\$ 700,000
405-5598	Local Streets Pavement Resurfacing	Series 2019A	-	2,000,000	875,600	2,089,600
410-5598	Local Streets Pavement Resurfacing	Series 2019B	-	2,000,000	875,600	2,089,600
	<b>Total Local Streets Pavement Resurfacing</b>		<b>\$ -</b>	<b>\$ 4,000,000</b>	<b>\$ 1,751,200</b>	<b>\$ 4,879,200</b>
100-5599	Park Service Road	General	\$ -	\$ -	\$ -	\$ 315,000
284-5599	Park Service Road	Measure W	-	-	65,000	275,000
	<b>Total Park Service Road</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 65,000</b>	<b>\$ 590,000</b>
283-5600	Soccer Fields	Measure A	\$ -	\$ -	\$ -	\$ 450,000
	<b>Total Soccer Fields</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 450,000</b>
203-5601	Unruh Wall - Amar to Flynn	Measure M	\$ -	\$ -	\$ -	\$ 90,000
205-5601	Unruh Wall - Amar to Flynn	Measure R	-	-	-	90,000
	<b>Total Unruh Wall - Amar to Flynn</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 180,000</b>
202-5602	Las Vecinas Street Improvements	RMRA (SB1)	\$ -	\$ -	\$ -	\$ 250,000
203-5602	Las Vecinas Street Improvements	Measure M	-	-	-	125,000
205-5602	Las Vecinas Street Improvements	Measure R	-	-	-	175,000
	<b>Total Las Vecinas Street Improvement</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 550,000</b>
	<b>GRAND TOTAL</b>		<b>\$ 2,753,131</b>	<b>\$ 13,115,500</b>	<b>\$ 8,604,100</b>	<b>\$ 9,064,400</b>

# CIP by Fund

## Fiscal Year 2021-2022

Acct. No.	Project Title	Fund	2019-2020 Actual	2020-2021 Adopted Budget	2020-2021 Estimated	2021-2022 Adopted Budget
100-5585	Skateboard Park	General	\$ 54,925	\$ 357,500	\$ 230,000	\$ 90,000
100-5595	Sewer and Park Improvements (Westside)	General	-	24,900	212,900	-
100-5596	Park Improvements	General	132,863	2,037,300	695,900	644,200
100-5599	Park Service Road	General	-	-	65,000	315,000
<b>Total For General</b>			<b>\$ 187,788</b>	<b>\$ 2,419,700</b>	<b>\$ 1,203,800</b>	<b>\$ 1,049,200</b>
200-5514	ADA Transition Plan	Gas Tax	\$ -	\$ 20,000	\$ -	\$ 20,000
200-5583	Street Sign Replacement	Gas Tax	133,041	40,000	90,400	-
<b>Total For Gas Tax</b>			<b>\$ 133,041</b>	<b>\$ 60,000</b>	<b>\$ 90,400</b>	<b>\$ 20,000</b>
202-5598	Local Streets Pavement Resurfacing	RMRA (SB1)	\$ -	\$ -	\$ -	\$ 700,000
202-5510	Local Street Improvement - Slurry Seal/Resurfacing	RMRA (SB 1)	\$ 149,421	\$ 1,400,000	\$ 1,312,700	\$ -
202-5602	Las Vecinas Street Improvements	RMRA (SB 1)	-	-	-	250,000
<b>Total RMRA (SB 1)</b>			<b>\$ 149,421</b>	<b>\$ 1,400,000</b>	<b>\$ 1,312,700</b>	<b>\$ 950,000</b>
203-5510	Local Street Improvement - Slurry Seal/Resurfacing	Measure M	\$ 125,179	\$ -	\$ -	\$ -
203-5586	Crosswalk Enhancements (8 locations)	Measure M	20,647	156,000	7,300	80,000
203-5590	Concrete Repairs - Various Locations	Measure M	3,245	150,000	163,000	150,000
203-5592	Street Bollards - Downtown	Measure M	62,828	50,000	-	45,000
203-5601	Unruh Wall - Amar to Flynn	Measure M	-	-	-	90,000
203-5602	Las Vecinas Street Improvements	Measure M	-	-	-	125,000
<b>Total Measure M</b>			<b>\$ 211,899</b>	<b>\$ 356,000</b>	<b>\$ 170,300</b>	<b>\$ 490,000</b>
205-5510	Local Street Improvement - Slurry Seal/Resurfacing	Measure R	\$ 54,104	\$ 200,000	\$ 207,200	\$ -
205-5574	Rule 20A Undergrounding - Amar Rd/Puente to Willow	Measure R	360	-	-	-
205-5589	Traffic Signal Improvements - Amar Rd/Willow	Measure R	164,472	25,000	-	-
205-5601	Unruh Wall - Amar to Flynn	Measure R	-	-	-	90,000
205-5602	Las Vecinas Street Improvements	Measure R	-	-	-	175,000
<b>Total for Measure R</b>			<b>\$ 218,936</b>	<b>\$ 225,000</b>	<b>\$ 207,200</b>	<b>\$ 265,000</b>
210-5547	Bus Shelter Replacement/Refurbishment	Prop A	\$ -	\$ 230,000	\$ -	\$ 250,000
<b>Total for Prop A</b>			<b>\$ -</b>	<b>\$ 230,000</b>	<b>\$ -</b>	<b>\$ 250,000</b>
215-5518	Pwky/Arterial Wall Improvements - Amar/Elliott	Prop C	\$ 46,097	\$ 625,000	\$ 600,000	\$ 20,000
215-5587	Major Street Resurfacing	Prop C	257,303	700,000	307,000	150,000
<b>Total for Prop C</b>			<b>\$ 303,400</b>	<b>\$ 1,325,000</b>	<b>\$ 907,000</b>	<b>\$ 170,000</b>
220-5588	Safe Routes to School Master Plan	TDA	\$ -	\$ 50,000	\$ 10,000	\$ 45,000
<b>Total TDA</b>			<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 10,000</b>	<b>\$ 45,000</b>
230-5586	Crosswalk Enhancements (8 locations)	HSIP	\$ -	\$ 786,000	\$ -	\$ 786,000
<b>Total HSIP</b>			<b>\$ -</b>	<b>\$ 786,000</b>	<b>\$ -</b>	<b>\$ 786,000</b>
275-5591	Community Center LED Sign Replacement	PEG	\$ -	\$ 50,000	\$ 56,000	\$ 10,000
<b>Total PEG Access</b>			<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 56,000</b>	<b>\$ 10,000</b>
280-5547	Bus Shelter Replacement/Refurbishment	Foothill Grant	\$ -	\$ 40,000	\$ -	\$ 40,000
280-5585	Skateboard Park	State Grant	610,259	325,000	137,000	-
280-5589	Traffic Signal Improvements - Amar Rd/Willow	County Grant	54,691	8,500	-	-
280-5594	Park Master Plan - Phase 1 (Westside)	State Grant	511,907	341,000	624,900	-
280-5595	Sewer and Park Improvements (Hacienda Parking Lot)	State Grant	-	75,000	-	-
<b>Total for Miscellaneous Grants</b>			<b>\$ 1,176,856</b>	<b>\$ 789,500</b>	<b>\$ 761,900</b>	<b>\$ 40,000</b>

# CIP by Fund

## Fiscal Year 2021-2022

<u>Acct. No.</u>	<u>Project Title</u>	<u>Fund</u>	<u>2019-2020 Actual</u>	<u>2020-2021 Adopted Budget</u>	<u>2020-2021 Estimated</u>	<u>2021-2022 Adopted Budget</u>
283-5600	Soccer Fields	Measure A	\$ -	\$ -	\$ -	\$ 450,000
	<b>Total Measure A</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 450,000</b>
284-5599	Park Service Road	Measure W	\$ -	\$ -	\$ 65,000	\$ 275,000
	<b>Total Measure W</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 65,000</b>	<b>\$ 275,000</b>
285-5520	Street Light Purchase	LLD	\$ 12,471	\$ -	\$ -	\$ -
285-5522	Energy Efficiency Project/Street Light Conversion	LLD	117,821	-	-	-
285-5595	Sewer and Park Improvements (Westside)	LLD	132,789	25,800	141,200	-
285-5597	Maintenance Yard Roof	LLD	-	100,000	-	85,000
	<b>Total for Lighting &amp; Landscaping</b>		<b>\$ 263,080</b>	<b>\$ 125,800</b>	<b>\$ 141,200</b>	<b>\$ 85,000</b>
400-5576	Traffic Signal Improvements - Hacienda/N of Fairgrove	Developer	108,710	15,000	-	-
	<b>Total for Capital Projects</b>		<b>\$ 108,710</b>	<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ -</b>
405-5510	Local Street Improvement - Slurry Seal/Resurfacing	Cap Proj 2019A	\$ -	\$ 200,000	\$ -	\$ -
405-5598	Local Streets Pavement Resurfacing	Cap Proj 2019A	-	2,000,000	875,600	2,089,600
	<b>Total for Series 2019A Capital Project Fund</b>		<b>\$ -</b>	<b>\$ 2,200,000</b>	<b>\$ 875,600</b>	<b>\$ 2,089,600</b>
410-5510	Local Street Improvement - Slurry Seal/Resurfacing	Cap Proj 2019B	\$ -	\$ 200,000	\$ -	\$ -
410-5598	Local Streets Pavement Resurfacing	Cap Proj 2019B	-	2,000,000	875,600	2,089,600
	<b>Total for Series 2019B Capital Project Fund</b>		<b>\$ -</b>	<b>\$ 2,200,000</b>	<b>\$ 875,600</b>	<b>\$ 2,089,600</b>
500-5580	Sewer Capital Improvements - Valley Blvd/Wickford to Ferrero and Wickford Ave/Valley to Inyo	Sewer	\$ -	\$ 50,000	\$ 314,600	\$ -
500-5595	Sewer and Park Improvements (Westside)	Sewer	-	833,500	1,612,800	-
	<b>Total for Sewer</b>		<b>\$ -</b>	<b>\$ 883,500</b>	<b>\$ 1,927,400</b>	<b>\$ -</b>
	<b>Grand Total</b>		<b>\$ 2,753,131</b>	<b>\$ 13,115,500</b>	<b>\$ 8,604,100</b>	<b>\$ 9,064,400</b>

# Summary of Capital Improvement Projects

## Fiscal Year 2021-2022 Funding Sources

<u>Fund No.</u>	<u>Funding Sources</u>	<u>2019-2020 Actual</u>	<u>2020-2021 Adopted Budget</u>	<u>2020-2021 Estimated</u>	<u>2021-2022 Adopted Budget</u>
100	General	\$ 187,788	\$ 2,419,700	\$ 1,203,800	\$ 1,049,200
200	Gas Tax	133,041	60,000	90,400	20,000
202	RMRA (SB 1)	149,421	1,400,000	1,312,700	950,000
203	Measure M	211,899	356,000	170,300	490,000
205	Measure R	218,936	225,000	207,200	265,000
210	Prop A	-	230,000	-	250,000
215	Prop C	303,400	1,325,000	907,000	170,000
220	TDA	-	50,000	10,000	45,000
230	HSIP	-	786,000	-	786,000
275	PEG Access Fund	-	50,000	56,000	10,000
280	Miscellaneous Grants	1,176,856	789,500	761,900	40,000
283	Measure A Safe Parks	-	-	-	450,000
284	Measure W	-	-	65,000	275,000
285	Lighting & Landscaping	263,080	125,800	141,200	85,000
400	Capital Projects	108,710	15,000	-	-
405	Series 2019A Capital Projects Fund (M)	-	2,200,000	875,600	2,089,600
410	Series 2019B Capital Projects Fund (R)	-	2,200,000	875,600	2,089,600
500	Sewer Construction Maintenance	-	883,500	1,927,400	-
<b>Total Funding Sources</b>		<b>\$ 2,753,131</b>	<b>\$ 13,115,500</b>	<b>\$ 8,604,100</b>	<b>\$ 9,064,400</b>



# DESCRIPTION OF FUNDS



# Description of Funds

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## Fiscal Year 2021-2022

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 City receives an entitlement under the federal grant program and administers its own grant award. 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 which includes construction, asbestos/lead testing, abatement and abatement clearance monitoring.
- **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 and outdoor areas.
- **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.

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

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

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

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



## PROPRIETARY FUNDS

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

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

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

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

## FIDUCIARY FUNDS

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



# DEBT SUMMARY



# Debt Summary

## Fiscal Year 2021-2022

### Legal Debt Limit

Calculated pursuant to the provisions of the California State Constitution, the City currently has a legal debt limit of approximately \$331 million. Approximately \$11 million of the City's debt is subject to this limitation, specifically the Series 202A Pension Obligation Bonds.

The following table provides a summary of the City's total debt position, as well as its impact on the Fiscal Year 2021-2022 operating budget.

Debt Description	Fund	Liability Outstanding	Final Payment Due	FY 2021-2022 Principal Expense	FY 2021-2022 Interest Expense	FY 2021-2022 Total Expense
2016 Sewer Revenue Refunding Bonds	Sewer Fund	\$ 7,690,000	FY 37-38	\$ 355,000	\$ 220,116	\$ 575,116
2014A Tax Allocation Refunding Bonds	Successor Agency	3,100,000	FY 37-38	125,000	132,131	257,131
City of Industry Loan	Measure R Fund	1,325,602	FY 46-47	48,913	4,374	53,287
Series 2019A Tax Revenue Bonds	Measure M Fund	3,575,000	FY 38-39	145,000	118,637	263,637
Series 2019B Tax Revenue Bonds	Measure R Fund	3,175,000	FY 38-39	125,000	105,400	230,400
Series 2020A Pension Obligation Bonds	General Fund	8,517,708	FY 36-37	373,673	254,092	627,765
		<b>\$ 27,383,310</b>		<b>\$ 1,172,586</b>	<b>\$ 834,750</b>	<b>\$ 2,007,336</b>



# GLOSSARY



# Glossary

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## Fiscal Year 2021-2022

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 to put the budget into effect.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

# Glossary of Acronyms

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## Fiscal Year 2021-2022

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