CITY COUNCIL OF MONTEREY PARK
THE CITY COUNCIL ACTING ON BEHALF OF THE SUCCESSOR AGENCY OF THE FORMER REDEVELOPMENT AGENCY, THE HOUSING AUTHORITY, THE MONTEREY PARK FINANCING AUTHORITY AND THE MONTEREY PARK GEOLOGIC HAZARD ABATEMENT DISTRICT
AGENDA

SPECIAL MEETING

Monterey Park City Hall Council Chambers
320 W. Newmark Avenue, Monterey Park, CA 91754

Wednesday
May 25, 2022
6:30 p.m.

MISSION STATEMENT
The mission of the City of Monterey Park is to provide excellent services to enhance the quality of life for our entire community.

GENERAL INFORMATION

Documents related to an Agenda item are available to the public in the City Clerk's Office located at 320 West Newmark Avenue, Monterey Park, CA 91754, during normal business hours and the City's website at http://www.montereypark.ca.gov/AgendaCenter/City-Council-17.

The public may watch the meeting live on the city's cable channel MPKTV (AT&T U-verse, channel 99 or Charter Communications, channel 182) or by visiting the city's website at http://www.montereypark.ca.gov/133/City-Council-Meeting-Videos.

PUBLIC PARTICIPATION

You may speak up to 5 minutes on Agenda item. You may combine up to 2 minutes of time with another person's speaking. No person may speak more than a total of 10 minutes. The Mayor and City Council may change the amount of time allowed for speakers. Written Communication will be accepted up to 24 hours before the meeting via email to mpclerk@montereypark.ca.gov.

Per the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call City Hall at (626) 307-1359 for reasonable accommodation at least 24 hours before a meeting. Council Chambers are wheelchair accessible.

CALL TO ORDER	**Mayor**
FLAG SALUTE	**Mayor**
ROLL CALL	**Peter Chan, Hans Liang, Henry Lo, Yvonne Yiu**

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

PUBLIC COMMUNICATIONS:

While all comments are welcome, the Brown Act does not allow the City Council to take action on any item not on the agenda. The Council may briefly respond to comments after Public Communications is closed. Persons may, in addition to any other matter within the City Council's subject-matter jurisdiction, comment on Agenda Items at this time. If you provide public comment on a specific Agenda item at this time, however, you cannot later provide comments at the time the Agenda Item is considered.

NEW BUSINESS

1. FISCAL YEAR 2022-2023 BUDGET

It is recommended that the City Council consider:

(1) Receiving and filing the Preliminary Budget documentation for Fiscal Year 2022-2023; and

(2) Alternatively, take such additional, related, action that may be desirable

Consideration and possible action regarding the Fiscal Year 2022-2023 Budget. Staff will present a brief overview of policy issues, financial prospect and economic development, challenges/solutions, goals and strategies associated with the budget including, without limitation, the following matters

- City 2022-2023 spending plan overview;
- Proposed staffing changes to reflect efficient core staffing mix;
- Proposed capital improvement projects;
- Goals and Objectives presented by all departments.

Council may raise other development, policy, capital project and potential budget adjustment items for consideration as part of the Budget.

ADJOURN TO TUESDAY, MAY 31, 2022, 6:30 P.M. IF NEEDED

City of Monterey Park
California

Preliminary Budget
FY 2022-2023

CITY OF MONTEREY PARK
PRELIMINARY BUDGET
FY 2022-2023
TABLE OF CONTENTS

BUDGET MESSAGE..... A1

FUND LEVEL

FUND ACTIVITY..... C1

SOURCE OF FUNDS C4

SUMMARY OF REVENUES & TRANSFERS-IN C7

FY 2021–2022 FUND BALANCE CHANGE SUMMARY..... C9

REVENUE GRAPHS C10

FIVE-YEAR SUMMARY OF REVENUES & TRANSFERS-IN BY FUND TYPES..... C11

FIVE-YEAR SUMMARY OF EXPEPNDITURES & TRANSFERS-IN BY FUND TYPES.... C12

EXPENDITURES BY FUND AND CHARACTER C13

SOURCE OF FUNDS BY DEPARTMENT C14

FIVE-YEAR GENERAL FUND REVENUE AND EXPENSE FORECAST C15

CITYWIDE PERSONNEL SUMMARY..... C17

DEPARTMENT OPERATING LEVEL

CITY COUNCIL D1

City Council -1101 ..... D3

Regional Associations -1110 ..... D6

CITY MANAGER E1

City Manager -1201 ..... E4

SA for the Former RDA -1203 ..... E7

Economic Development -1205 ..... E8

Media Production and Communications -1209 ..... E10

Business Improvement District Area No. 1 -1111..... E12

CITY CLERK -1301 ..... **F1**

CITY TREASURER -1501 ..... **G1**

CITY ATTORNEY -1601 ..... **H1**

MANAGEMENT SERVICES DEPARTMENT **I1**

- **Finance -1403** **I5**
- **Data Processing Management -1404** **I8**
- **Community Housing Assistance -1405** **I10**
- **Revenue Collection -1406** **I13**
- **Central Support Services -1407** **I15**

HUMAN RESOURCES & RISK MANAGEMENT **J1**

- **Human Resources -1801** **J4**
- **Risk Management -1802** **J7**

COMMUNITY DEVELOPMENT **K1**

- **Planning -1701** **K4**
- **Building & Safety -1702** **K8**

POLICE DEPARTMENT **L1**

- **Administration -3101** **L7**
- **Traffic Bureau -3102** **L10**
- **Field Services -3103** **L13**
- **Investigations -3104** **L16**
- **Animal Services -3111** **L19**
- **Communications -3112** **L22**
- **Jail -3113** **L25**
- **Records -3114** **L28**
- **Computer Services -3115** **L31**
- **Community Engagement Bureau -3120** **L33**

FIRE DEPARTMENT **M1**

- **Administration -3201** **M5**
- **Fire Prevention -3205** **M7**
- **Emergency Operations -3210** **M10**
- **Emergency Medical Services -3220** **M13**
- **Community Risk Reduction -3230** **M15**
- **Code Compliance -3240** **M18**

MONTEREY PARK BRUGGEMEYER LIBRARY N1

Library Administration -6001 ..... N6
Reference and Adult Services -6002 ..... N8
Technical Services -6003 ..... N11
Literacy -6005 ..... N14
Children Services -6006 ..... N17

RECREATION & COMMUNITY SERVICES DEPARTMENT O1

Recreation Facilities -6502 ..... O5
Aquatics -6503 ..... O7
Senior Programs -6505 ..... O9
Youth Programs -6506 ..... O12
Recreation Programs -6507 ..... O14
Special Events -6508 ..... O16
Community Transportation -6511 ..... O18

PUBLIC WORKS DEPARTMENT P1

Community Transportation -4201 ..... P7
Street Maintenance -4202 ..... P9
Storm Drain Maintenance -4203 ..... P11
Sanitary Sewer Maintenance -4204 ..... P13
Street Cleaning -4205 ..... P15
Traffic Control -4206 ..... P17
Street Lighting -4207 ..... P19
Refuse Collection -4208 ..... P21
Building Maintenance -4210 ..... P23
Motor Pool Shop -4211 ..... P25
Engineering -4212 ..... P28
Parkway Maintenance -4216 ..... P31
Parks -4217 ..... P33
Water Administration -4220 ..... P36
Water Commercial -4221 ..... P38
Water Production -4222 ..... P40
Water Distribution -4223 ..... P42
Well No. 5 -4226 ..... P45
Well No. 12 Treatment Plant -4227 ..... P47
Well No. 1, 3, 10 -4229 ..... P49
Well 12 Dual Barrier -4230 ..... P51
Well 15 -4231 ..... P53

NON-DEPARTMENTAL **Q1**

General Liabilities Program -5101 ..... **Q2**
Post-Employment -5102 ..... **Q3**
Workers' Compensation -8301 ..... **Q5**

CAPITAL IMPROVEMENT PROGRAM **R1**

Street Construction -5001 ..... **R3**
Community Improvements -5002 ..... **R4**
Enterprise Capital Projects -5005 ..... **R5**
Five-Year Capital Improvement Program **R6**

DEBT SERVICE **S1**

CITY OF MONTEREY PARK
320 West Newmark Avenue • Monterey Park • California 91754-2896
www.montereypark.ca.gov

City Council
Peter Chan
Hans Liang
Henry Lo
Yvonne Yiu

City Clerk
Vincent D. Chang

City Treasurer
Joseph Leon

May 25, 2022

Honorable Mayor and Members of the City Council

It is my privilege to present the Preliminary Budget for all operations of the City of Monterey Park for the fiscal year 2022-2023. The City's 2022-2023 spending plan, which funds public safety, community and economic development, transportation, parks and open space, recreation and library, infrastructure investments, and city facility upgrades, is developed in the most responsive manner toward achieving the goals and strategic programs following City Council's priorities and policy direction. This year is no exception that our focus clearly remains on how to best offer a myriad of services to our diverse community as we continue to maneuver through the economic uncertainties.

Economic Environment

According to data released by the California Employment Development Department (EDD), California's unemployment rate decreased to 4.9 percent in March 2022. This reduction is a significant drop from March 2021 at 8.4 percent and even more from the historical high of 16.0 percent unemployment rate recorded in April 2020 due to the COVID-19 pandemic. The Los Angeles Area unemployment rate in March 2022 decreased to 4.9 percent from the 10.9 percent rate recorded in March 2021. The March 2022 unemployment rate has reached near pre-pandemic rates. The current issue in today's labor market is the decrease in the U.S. labor force, which has occurred over the last eighteen months. While unemployment typically rises in a downturn, the labor force does not typically decline. The current contraction has been driven primarily by retiring baby boomers. Record job openings indicate that there are ample opportunities for workers, and that labor shortages are the fundamental constraint on employment expansion.

Current and next year's economy influences include high inflation passed along in the cost of goods and expected interest rate increases by the Federal Reserve. Food service, hospitality and retail trade industries struggle to find and retain employees. Impacted by the Ukraine- Russia crisis, fuel prices remain volatile. Supply chain and raw material interruptions could disrupt some sales. COVID-19 continues to remain a public health challenge.

In the City of Monterey Park, economic development is an integral component of the City's revenue generating activities. With 500,000 square feet, the Market Place, located along the Pomona Freeway, is the largest commercial shopping center ever developed in the community. Since its opening in May of 2018, the Market Place development has been a constant revenue generator. The City is projecting the Market Place to continue a steady revenue flow with a moderate increase for the upcoming year.

The City has also welcomed the hotel industry in establishing new hotels along the North Atlantic Boulevard corridor to meet the growing demand for visitor accommodations in the greater San Gabriel Valley area. A new 288-room Courtyard by Marriott hotel opened in March 2021 along the 10 FWY (San Bernardino Freeway). The City anticipates a new 134-room with 84 condominium units Holiday Inn and Suites hotel, including a residential mixed-use component currently under construction scheduled to open in 2022-2023.

Celadon at Garvey & Garfield is a mixed-use development in Downtown Monterey Park that will offer 108 units of family housing with 70,000 square feet of retail and food establishments. Residents of the building will have access to three major common areas, all of which are integrated with the outdoors to take advantage of the mild Monterey Park climate. Celadon developers and architects embraced the new urbanist concepts of compact, dense, and walkable communities to improve both quality of life for the residents, as well as lighten the community's footprint on the environment. Estimated completion was anticipated for mid-2023, however, development progress has been slow and completion is unknown at this time.

Additional commercial projects currently in the works or recently opened include:

- A 7-Eleven store and gas station on 616 New Avenue,
- A Starbucks and gas station on 2439 S. Garfield,
- A Raising Cane on 1970 South Atlantic Blvd.,
- Two self-storage facilities, one on 2500 Davidson and another one on 505 Monterey Pass Road,
- A mixed-use commercial and retail development on 540 W. Garvey Avenue,
- A mixed-use residential and retail development on 808 W. Garvey Avenue, and
- A multi-tenant medical office and commercial condominium on 120 W. Hellman.

The City of Monterey Park experienced a net taxable value increase of 3.4% for the 2021/22 property tax roll, that was slightly less than the increase experienced countywide at 3.6%. The assessed value increase between 2020/21 and 2021/22 was $289 million. The change attributed to the 1.036% Proposition 13 inflation adjustment was $83.2 million. That accounted for 29% of all growth experienced in the City.

Growth in home sales strengthened in the summer of 2020 and many cities saw an increase in properties for sale. Sales price increases in 2020 were reflected on the 2021/22 tax rolls. North Bay counties saw mild declines in median prices in late 2019 and early 2020 and Southern California counties saw a flattening of prices in many areas. Homes prices increased in the second half of 2020. Sale prices grew due to low inventory and the declining mortgage rates. These conditions have continued to cause prices to rise in 2021. The median sale price of a detached single family residential home in Monterey Park from January through October was $830,000. This represents a $109,500 (15.20%) increase in median sale price from 2020.

The 2022-2023 Preliminary Budget

The proposed City's FY 2022-2023 Operating, Debt and Capital Budget total is $149.2 million of which $50.5 million is in the General Fund and $5.4 million are from one-time American Rescue Plan Act (ARPA) funds. This budget provides a road map for the City's successful delivery of vital core services and infrastructure improvements, which can be seen in detail via the Fund, Department and Capital pages that follow. A careful and methodical approach was taken in preparing the budget

consistent with City Council's practice to exercise fiscal prudence with funding requests and the preservation of the General Fund reserves. Departmental budget requests were scrutinized considering essential operational needs and limiting the ongoing demand on the City's finances. This operating budget takes the stance of status quo with escalations only where the cost-of-service delivery has increased and ARPA funds have been allocated.

The Preliminary Budget continues reflecting the Successor Agency (SA) budget of $2.7 million for enforceable obligations and administrative costs for winding down procedures of the former Monterey Park redevelopment agency.

Monterey Park uses a five-year forecast to enable us to anticipate and adapt to economic challenges and to make decisions today with the next five years in mind. The five-year forecast aids the City's administration in seeing our financial challenges before they are realized – giving the City the opportunity to identify and communicate with City Council and the community to implement solutions in advance. To this end the proposed budget does not attempt to fix the long-term structural issues facing the City, but further advances efforts to transition the City from financial stability to financial sustainability.

General Fund Revenue

General Fund is the main operating fund of the City and pays for the majority of the police, fire, building, zoning, public works, park maintenance, recreation, and library services. It is our practice to conservatively estimate all revenues included in the budget to avoid over committing to future service expansions.

(Amounts in 000s)	Approved 2021-22	Est. Actual 2021-22	Estimated 2022-23
Property Tax	*$20,134*	*$20,134*	*$21,471*
Sales Tax	*8,563*	*9,509*	*9,544*
Utility User Tax	*2,800*	*2,800*	*2,961*
Transient Occupancy Tax	*1,983*	*1,522*	*1,827*
Business License Tax	*915*	*850*	*869*
Other Taxes	*1,220*	*1,220*	*1,279*
Licenses & Permits	*1,279*	*1,344*	*1,525*
Service Charges	*6,511*	*6,742*	*6,903*
Other Revenue	*4,047*	*4,047*	*4,173*
Transfer-In			
Total	**47,452**	**48,168**	**50,552**

Property tax, and sales tax continue to be the largest revenue sources, representing 61 percent of the total General Fund's revenue. Each key revenue assumption for 2022-2023 is summarized as following:

Property Tax The property tax is an annual levy and is based on the value of land and structures. Property taxes constitute 42% percent of all City own-source revenue. Total gross assessed value for 2022 is $8.9 billion, up 3% or $278 million from last year. Prices for single family homes have

continued to rise in response to lower inventory and interest rates. The median sale price of a detached single family residential home in Monterey Park from January through November 2021 was $830,000. Furthermore, the largest value change came from the various commercial and industrial parcels located on N. Atlantic, Atlas Ave and Monterey Pass Rd. The parcels increased in value by $36.8 million.

Sales Tax The sales taxes represent the second-largest sources of local tax revenue. The sales tax is imposed on the retail sale of goods. In FY 2021-2022, the City received corrected revenue from a misallocation of the Home Depot sales tax in previous fiscal years. For 2022-2023, the sales tax allocation correction is complete, and assumptions include: sales tax trends and economic drivers.

Utility User Tax The City's utility user tax rates are 3% for residential and 5.5% for commercial users. The tax is applied to the consumption of electric, gas, and telephone services. The overall UUT revenue is projected to increase by 1% based on trends and historically data.

Transient Occupancy Tax Transient occupancy tax, TOT (hotel/lodging tax) is imposed on the rent of hotels and motels in the City. The current hotel tax rate is 12%. The amount includes projected hotel tax receipts from the Courtyard by Marriott Hotel. In addition, the City has implemented a strategy to collect TOT from short-term rental properties rented through home sharing services like Airbnb. Currently, the increase in TOT revenue is unknown for short-term rental properties and will be monitored and reported once more information is received.

Other Taxes This category consists of property transfer tax and franchise tax. The property transfer tax is the real estate transfer tax at a rate of $1.10 per $1,000 of value transferred. Cities and county share the tax equally. Franchise tax is imposed by the City on gas, electric, and cable television for the privilege of using City streets. Revenues in Other Taxes projected to increase by 3% based on trends and historically data.

Licenses and Permits Business license revenues are projected to increase slightly in FY2022-2023 as businesses are opened back up and new businesses start to emerge. The City is cautiously optimistic revenues will begin to increase in this category.

Charge for Services This category includes charges for fee-supported City services. As we begin to recover from the pandemic, City services are returning to pre-pandemic levels, thus, revenues in this category are expected to increase to pre-pandemic amounts.

Other Revenues This category includes investment earnings, rents, fines, and miscellaneous revenue accounts. The City's overall investment return is expected to increase in FY2022-2023 as interest rates begin to rise. The City is optimistic that other revenues will increase by 2% in the new fiscal year.

General Fund Estimated Expenditures

Below is the summary of the General Fund expenditures and transfers for FY 2022-2023.

General Fund Expenditures & Transfers		
(Amounts in 000s)	*Est. Actual 2021-2022*	*Proposed 2022-2023*
Police	*$18,918*	*$20,120*
Fire	*12,509*	*13,337*
Public Works	*3,214*	*2,995*
Library	*2,304*	*2,433*
Community and Economic Development	*1,586*	*2,015*
Recreation/Community Services	*2,067*	*1,744*
General Administration	*5,351*	*5,964*
Non-Departmental	*1,736*	*1,888*
Capital Improvements	*1,797*	
Total	***$49,482***	***$50,496***

General Fund Balances

Fund Balances are often used to bridge economic cycles or weather emergency times so that community services can continue to be provided uninterrupted. Adequate fund balances are an indication of sound financial management. Total General Fund reserve for 2022-2023 is projected to be $33.8 million, including $2.2 million as Unassigned. The unassigned portion can be used for any purpose.

General Fund Balance
2022-2023
(Amounts in 000s)

	Estimate 2021-2022	Estimate 2022-2023
Beginning Balances	$35,137	$33,823
Revenues & Transfers	48,168	50,552
Expenditures & Transfers	47,685	50,496
*Capital Projects	1,797	
Ending Balances	**$33,823**	**$33,879**

Proposed Budget for Other Funds

Other City funds are classified as restricted funds. The restricted funds include Special Revenue Funds, Enterprise Funds, Internal Service Funds, and Successor Agency Funds. These funds are kept separately for specific expenditures authorized by laws or City policies. The FY 2022-2023 Operating, Debt and Capital Budget expenditures for the restricted funds is $98.7 million and total projected revenues and transfers are $76.4 million. Below is a discussion of the major restricted funds.

Special Revenue Funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes.

Retirement Fund Funding of the City's pension programs comes from a special property tax approved by the voters in 1946 and 1952. The City's retirement tax rate has remained at $0.091175 per $100 of the assessed valuation since 1983. For 2022-2023, the projected retirement revenue is $9.5 million, and total appropriations are $13.5 million. The difference comes from various fund supplemental $4 million and the remaining Retirement Fund reserve. The supplements are projected to grow much higher in the next five years due to changes in CalPERS discount rates.

Proposition A, C, Measure R, M, and W Fund These funds continue to be used for the City's spirit bus, dial-a-ride, taxi coupons, bus pass programs, traffic signal upgrades, and various street and roadway improvements. For 2022-2023, total estimated revenue is $3.9 million and total budgeted expenditures are $2.1 million.

Road Maint and Rehabilitation Act (SB1) Fund The Road Repair and Accountability Act of 2017 provides substantial new and more stable funding for state and local streets and roads over a period of ten years. For 2021-2022, the City expects to receive over $1.1 million from the SB1 funds and will be used for various street resurfacing rehabilitations per the City's Pavement Management Study.

Asset Forfeiture Fund Federal and State laws allow law enforcement agencies to retain assets seized in the drug-related arrests. These funds can only be used to augment investigation and enforcement activities. Distributions through the justice system are irregular. For 2022-2023, the estimated revenue is $20,000.

Maintenance District Fund The City formed a Maintenance District in 1993 to finance the maintenance and operation of streetlights, street trees, and medians in accordance with the Landscaping and Lighting Act of 1972. Rates have never been adjusted since 1996. The projected revenue is $1.03 million. This revenue combines with a General Fund supplemental payment of $409,654 to fund the total district maintenance expenditure of $1.4 million.

Development Impact Fee Fund Pursuant to Chapter 3.110 of the MPMC Ordinance No. 2134, the City establishes development impact fees for safety, circulation, water, sewer, library 653,410, which will be used for improvements per Government Code Section 66006.

Grants Fund The City is allocated $15 million in one-time ARPA funds. These one-time funds have allowed the City to return to pre-pandemic service levels. Once these funds are depleted and/or expire by December 2024, the City will have to reduce services or find another sustainable funding source.

Enterprise Funds account for activities financed and operated like those of business enterprise and are restricted for that specific purpose. The City is anticipating a Proposition 218 rate increase for water, sewer and refuse in 2022-2023.

Refuse Fund The refuse service includes trash collection, waste management, and recycling. The City refuse rates, which were last established on September 1, 2017, reflect calculated payments for the franchise contract with the disposal company and the City's administrative costs of the services. Annually, the trash service providers can adjust their charge rates based on the Consumer Price Index. The projected budget for 2022-2023 is $6.3 million for revenue $7.7 million for expenses. The increased in expenses are mainly for contract costs.

Sewer Fund The sewer rate is charged based on a customer and meter sized fixed rate. The Sewer Master Plan provided the City with a comprehensive assessment of $12.8 million to address 35% of the City's sewer system. The projected budget for 2022-2023 is $2.9 million for revenue and $5.5 million for expenses and capital improvements.

Water Funds The City's water system serves approximately 95% of Monterey Park residents. The system has 12 wells, 13 reservoirs, 5 treatment plants, 11 pumping stations, and 134 miles of water mains. The projected water revenues for water operation and treatment funds for 2022-2023 total $15.8 million, and proposed expenses are and capital improvements are $25.4 million. The water revenues are to cover the costs for the production, distribution, commercial, treatment, and capital improvements.

Internal Service Funds

The purpose of Internal Service (IS) funds is to centralize the services such as general liability claims, workers' compensation insurance, motor pool operations and replacement, technology development, employee separation benefits, and post-employment medical liability. These funds are a cost allocation toll and financed through charges to departments. The 2022-2023 internal service fund charges are: workers' compensation $3.6 million, motor shop pool $3.2 million, separation benefits $1.1 million, technology $1 million, general liability $5 million and post-employment medical liability $1 million.

Debt Service and Outstanding Loans

Ongoing update and replacement of City's infrastructure and capital assets is important to ensure quality service delivery. The cost for improvement is capital intensive and often times, it would not be feasible for the City to bank funds until sufficient amount can be accumulated. To fund improvement needs in a timely manner, the City has secured loans to finance various major improvements. Table below is a summary of the debt service payments for 2022-2023 and loan maturity years.

Debt Services for 2022-2023

Fund	Type of Debt	Description	Fiscal Year 2021-2022	Fiscal Year 2022-2023
621	Bonds	Sales Tax Revenue Bonds Series 2021 (Final date: 06/2051)	613,627	1,051,450
101	Lease Purchase	**SIEMENS Energy Efficiency Project**	127,265	134,329
401		(Final date: 06/2030)	721,163	761,199
		Sub-Total	848,428	895,199
401	Loan	**I-Bank La Loma/Highland Reservoirs** (Final date: 08/2030)	112,779	112,193
101	Lease Purchase	**Police Mobile Radios & System** (Final date: 09/2032)	307,745	307,745
362	Note	**HUD Section 108** (Final date: 08/2022)	527,175	545,603
506	Bonds	**Pension Obligation Bonds 2004**	1,137,877	1,112,819
		Pension Obligation Bonds 2021 Series A	6,199,347	6,224,602
		Merge with 2004 POBs (Final date: 06/2043)		
		Sub-Total	7,337,224	7,337,421
501	Lease Purchase	**Fire Ladder & Engine Trucks** (Final date: 09/2025)	420,258	420,258
		Total	$10,167,236	$10,669,869

Compensation and Staffing Level

Staff affects the budget more than we often assume. As with most public agencies, personnel costs are the City's single largest operating expenditure. Total staffing for 2022-2023 is 386 full time equivalent (FTE) positions, adjusted up by 2 full time staff from 2021-2022. The City continues evaluating its organizational structure for the most efficient core staffing mix. It has always been the City's goal to achieve the optimal service delivery within a given personnel budget.

Table below summaries position changes in 2022-2023 to meet the proposed service levels.

Proposed Staffing Changes
2022-2023

Department	Position	FTE	Salary & Benefits
Management Services	Information System Specialist	1.00	$57,824
City Manager's Office	Media Production and Communications	1.00	$55,424
	Total FTE	**2.00**	**$113,247**

Pension Funding

On February 16, 2021, the City issued Pension Obligation Bonds in the amount of $106,335,000, paying off in its entirety the City's Unfunded Accrued Liability (UAL). While this payment brought the City's UAL to a zero balance in February of 2021, moving forward the City may continue to incur additional UAL costs. The City has implemented an Unfunded Pension Liability Policy to mitigate additional UAL costs. The second bond payment is scheduled for July 2022.

Pension costs including bond payment are projected to be $11.8 million for 2022-2023, which will be funded by the Retirement Fund and various other funds. Other funds supplement the pension cost for 2022-2023 at $4 million, $300,000 more than last year's $3.7 million. The City's personnel costs represent 75% of the City's budget. Like many state and local governments, the City has experienced fiscal pressures in meeting its retirement plan obligations and will continue to seek remedies.

The table below shows the required and projected employer contributions for the next five fiscal years. The projection assumes that all actuarial assumptions will be realized and that no further changes to assumptions, contributions, benefits, or funding will occur during the projection period. The projected normal cost percentages in the projections below reflect that the normal cost will continue to decline over time as new employees are hired into PEPRA or other lower cost benefit tiers. The percentages below include new UAL charges: $181,144 for Miscellaneous and $13,209 for Safety in FY2022-23.

Plan	Projected 2022-2023	Projected 2023-2024	Projected 2024-2025	Projected 2025-2026	Projected 2026-2027
Safety	19.54%	19.70%	19.90%	20.20%	20.10%
Miscellaneous	12.09%	11.80%	11.50%	11.30%	11.00%
	31.63%	31.50%	31.40%	31.50%	31.10%

Other Post-Employment Benefits (OPEB) Funding

Post-employment medical benefits are important because they are a form of promised deferred compensation and represent a significant and often growing element of employee-related costs. The net OPEB liability is reported on the annual financial report, which is approximately $24.4 million based on a 30-year amortization. The City started addressing the unfunded liabilities associated with retiree health care in 2012 and established a formal trust account with CalPERS CERBT Program to systematically accumulate resources in trust to fund the retiree health care liabilities. Through this advance funding method, the City is to ensure its sustainable promises over time and to systematically reduce the unfunded accrued liabilities, thus achieving the City's goal in addressing the retiree medical liabilities. For 2022-2023, the City continues a $1.0 million OPEB trust contribution to proactively manage the retiree medical unfunded liability.

Infrastructure and Capital Improvements

Continued investment in the City's infrastructure and capital improvements is the key to a long-term economic success and better quality of life for our community. For 2022-2023, the City is proposing a total of $25.5 million from various funds for our infrastructure and capital investments. All project information is in the Capital Improvement Program of the document.

In Closing

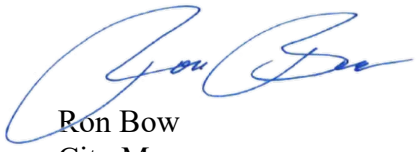
The FY 2022/23 Proposed Budget transitions the City from a pandemic state to a post-pandemic world. It addresses Council priorities for the next fiscal year and continues the work of the City to deliver high quality services to the community. The entire community, including the City organization, has experienced an unforgettable and previously unimaginable time over the past 24 months. This budget is forward-looking, while learning from our collective experience. We have learned new ways to conduct business, many of which will carry forward to allow service delivery to continue at high levels and with even greater efficiencies. We have improved transparency, both with this budget document, but also through new technologies and practices. We look forward as an organization to continuing on this path.

I am focused on continuing to support our residents and businesses as we continue to navigate through these times together. I am committed to implement the City Council's direction to further advance efforts to transition from a financially stable organization to an organization that is financially sustainable by seeking ways to promote economic development, retain local businesses, and maintain revenues needed to continue to provide excellent service.

I will continue to closely monitor budget allocations and recommend adjustments as revenues are received and recorded. The City's focus is to continue maintaining excellent community service while being fiscally responsible.

I would like to thank City Council for your leadership and all the stakeholders for their continue support during the COVID-19 pandemic, as difficult discussions and decisions must be made in directing the financial affairs of our City in the most responsible manner. We also extend our appreciation to all City departments and Management Services staff for their hard work in completing this 2022-2023 Preliminary budget.

Respectfully,



Ron Bow
City Manager

THIS PAGE INTENTIONALLY LEFT BLANK

CITY OF MONTEREY PARK
FUND ACTIVITY

The City of Monterey Park's fiscal activities are budgeted and accounted for through the use of funds. A fund is a separate fiscal entity, which is self-balancing and free standing. The use of funds enables the maintaining of separate records for particular purposes. Government Finance Officers Association (GFOA) recommends that every state or local government that uses fund accounting establish clear criteria for determining whether a given fund in its accounting system should be treated as a fund for purposes of external financial reporting. The application of these criteria to individual funds should be documented and then periodically reviewed to take into account changes in circumstances (for example, a significant decrease in a revenue source reported as a separate special revenue fund). A government's periodic review of its fund structure ought to specifically consider whether the goals of general purpose external financial reporting could better be achieved by combining similar funds in the accounting system into a single fund for financial reporting purposes. For example, for budget reporting, all small Special Revenue funds are consolidated in this financial plan.

The fund categories are: Governmental Funds, Proprietary Funds, and Fiduciary Funds. The five fund types are: General, Special Revenue, Enterprise, Internal Services, and Agency.

Governmental Funds – Funds generally used to account for tax-supported activities.

- The **General Fund** is the primary operating fund of the City. The General Fund is used to account for resources traditionally associated with government which are not required by law or by sound financial management practice to be accounted for in another fund.
- **Special Revenue Funds** (SRFs) account for the proceeds of revenue sources that are restricted by law or administrative action to expend for specific purposes. Primary sources of SRF revenue are federal, state, local and private grants; contractual agreements. Special revenue funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects.

Proprietary Funds – Funds used to account for a government's ongoing organizations and activities that are similar to businesses found in the private sector. These funds are considered self-supporting in that the services rendered by them are generally financed through user charges or on a cost reimbursement basis.

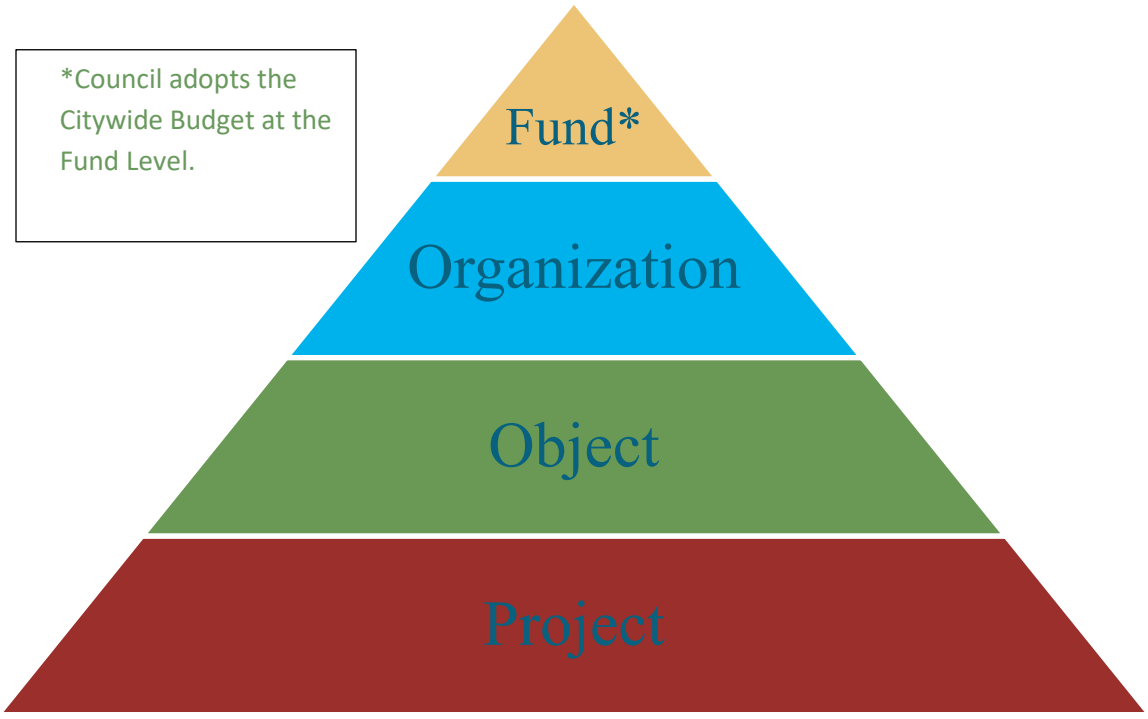
- **Enterprise Funds** are established to account for activities of a government that provide goods or services primarily to the public at large on a consumer charge basis. Most business-type activities of a government are accounted for and reported in this fund.

- **Internal Service Funds** are established to finance, administer, and account for departments or agencies of a government whose exclusive or nearly exclusive purpose is to provide goods or services (e.g. Technology services) to the government's other departments on a cost reimbursement basis.

Fiduciary Funds – Funds account for assets held by the government in a trustee or agent capacity such as taxes collected and held on behalf of local governments, pension plans, and trusts that receive external donations for the benefit of parties external to the government.

- **Agency Funds** are holding accounts for assets belonging to an entity other than the government. For example, Successor Agency funds for the payment of bonds are agency funds.

City of Monterey Park Account Structure:



The City's financial system is organized around a structure that is commonly found in most public agencies.

CITY OF MONTEREY PARK
FUND ACTIVITY

Fund: Each fund represents a self-balancing group of accounts and a balance sheet that allows for the segregation of resources from all others maintained by the City. For example, the General Fund accounting structure accumulates, and tracks monies collected for the purpose of providing the services that fulfill the general government role of the City. These costs include those for central administration including the City Manager's Office, Human Resources and the Management Services Department. Other general government costs included are Police, Fire Protection, Recreation and Library.

Organization: The organization or org code identifier (also referred to as division) is used within the City's accounting system to identify a specific program assigned to a department division. Thus, a single department can have one or more organization codes assigned to it in order to capture revenues and expenses for each separate function.

Object: The basic unit of the City's accounting structure is the object code. The purpose of the object code is to provide a means for separating each type of revenue and expense from another. For example, full-time salaries are charged to Object Code 5103.

Project: A project tracks Capital and/or a specific revenue or expense. For example, within each project, there could be specific revenue funding the project such as grant revenue.

CITY OF MONTEREY PARK
SOURCE OF FUNDS

GOVERNMENTAL FUNDS

General Fund:

General Fund (101/105) The City's primary operating fund and support for most basic services. All revenues that by law or the requirements of sound financial management do not have to be placed in a separate, restricted fund are deposited in the General Fund.

Recreation Fund (102) accounts for the costs of adult recreational activities, after-school daycare programming and community classes offered by the Recreation and Parks Department.

Passport Services (111/112) accounts for cost for services providing to U.S. citizens applying for their passport.

Special Revenue Funds:

Public Safety Augmentation Fund (201) accounts for the City's share of a one-half percent sales tax approved by the electorate in November 1993, as applied exclusively to public safety services.

Retirement Fund (202) accounts for revenue received for voter-approved tax on real property to fund employee retirement costs, as established pursuant to Monterey Park Municipal Code Section 2.40.060.

Development Impact Fee Fund (204/205/231) accounts for the proceeds of a development fee used for the purpose of improvements and related expenditures for Law Enforcement, Fire Suppression /Medic, Circulation, Water Distribution, Sewer Collection, Library Facilities and Collection, Public Meeting Facilities, Community Facilities, Aquatics Facilities and Park Land Improvements, as established pursuant to Monterey Park Municipal Code ordinance No. 2134.

Housing Fund (206) accounts for the SERAF loan payments to fund the housing activities including the City's rental rehabilitation programs, the critical maintenance program and the new affordable housing programs to reach a greater number of eligible residents.

CERCLA Liability Fund (216) accounts for fees collected from waste haulers to provide protection against environmental liability exposure, particularly incidents falling under the Comprehensive Environmental Response Cleanup and Liability Act (CERCLA). Haulers are assessed on the basis of waste tonnage disposed as a prerequisite to obtaining a business license.

Business Improvement Area #1 Fund (219) accounts for receipts and expenditures relating to the development and promotion of business activities in the downtown area of the City.

Maintenance District 93-1 Fund (220) accounts for receipts and expenditures relating to the Citywide benefit assessment district for street lighting and median maintenance.

Bike Routes Fund (236) accounts for expenditures financed by State of California Transportation Development Act, Article 3, funds for bike routes and pedestrian facilities improvements.

Road Maintenance and Rehabilitation SB1 (237) accounts for the City's share of RMRP funds to address deferred maintenance of the local streets and road systems. SB1 was approved and filed in April of 2017.

Proposition A Fund (238) accounts for the City's share of a one-half percent sales tax approved by the electorate in November 1980 and collected by the County of Los Angeles to finance transportation programming and related capital projects.

Measure R Fund (239) accounts for revenue derived from the one-half percent sales tax approved pursuant to Assembly bill 2321, Measure R Ordinance of the LACMTA. The funds are to be used to augment for transportation purpose.

Measure M Fund (240) accounts for the City's share of a one-half percent sales tax approved by the electorate in November 2016, to finance transit operations, local street improvements, bicycle and pedestrian connections, and transit services.

Proposition C Fund (241) accounts for the City's share of a one-half percent sales tax approved by the electorate in November 1990, as collected by the County of Los Angeles to finance transportation programming and related capital projects.

Gas Tax Fund (242) accounts for expenditures financed by money apportioned from taxes on the purchase of gasoline fuel under the Streets and Highway Code of the State of California.

Air Quality Improvement Fund (247) accounts for the City's share of additional motor vehicle registration fees imposed by the South Coast Air Quality Management District to finance the implementation of mobile source emission reduction programs and the provisions of the California Clean Air Act.

Grant Funds (300s) accounts for special purpose financing provided by Federal, State, County or other agencies requiring segregated fund accounting.

Asset Forfeiture Fund (301/302/307) accounts for revenues derived from monies and property seized by the Police Department in drug-related incidents. Application of funds restricted to enhancement of drug enforcement activities.

PROPRIETARY FUNDS

Enterprise Funds:

Water Operation Fund (401) used to account for financial resources for the water operation including commercial, production, distribution, and implementation of Water Master Plan.

Water Treatment Fund (402) used to account for financial resources for the treatment of certain chemical contaminations to meet water quality standards.

Sewer Fund (411) accounts for construction and improvement to deficient sanitary sewer mains identified in the Sewer Master Plan, as established pursuant to Monterey Park Municipal Code Section 14.06.060.

Refuse Fund (421) accounts for receipts and expenditures relating to waste management activities including refuse collection, disposal, and recycling.

Internal Service Funds:

City Shop Fund (501) accounts for the purchase and upkeep of all motorized equipment used by City departments.

Technology/Data Processing Fund (502) accounts for the costs of centralized data processing activities, including computer networking, and replacement of telephone system.

General Liability Fund (503) accounts for the City's general liability insurance program, including claims management, legal and other expenses.

Workers' Compensation Fund (504) accounts for the City's workers' compensation insurance program, including claims management, legal and other expenses.

Separation Benefits Fund (505) accounts for costs resulting from employee separation from service (accrued vacation, sick, compensatory, and holiday leave time).

Other Post-Employment Benefits (OPEB) Fund (507) accounts for annual set-asides for retiree medical costs per Governmental Accounting Standards Board Statement 45.

Summary of Revenues and Transfers-In
FY 2021-2022 Budget

Fund	Description	Actual 2020-2021	Adopted Budget 2021-2022	Revised Budget 2021-2022	Proposed Budget 2022-2023
101	GENERAL FUND	146,213,082	47,338,011	48,053,852	50,372,827
102	RECREATION	7,577	64,250	64,250	129,500
112	LIBRARY PASSPORT SERVICES	12,279	50,000	50,000	50,000
	Total General Fund	146,232,939	47,452,261	48,168,102	50,552,327
201	PUBLIC SAFETY AUGMENTATION FUND	789,917	780,000	780,000	790,000
202	RETIREMENT FUND	11,485,784	11,418,368	11,418,368	13,473,370
204	CIRCULATION SYSTEM DIF FUND	27,281	200,000	200,000	100,000
205	LAW ENFORCEMENT_FIRE DIF FUND	37,046	215,500	215,500	215,100
206	CITY HOUSING SPECIAL REVENUE FUND	7,029	137,342	137,342	137,342
209	RECORDS MANAGEMENT FEE TRUST FUND	0	20,000	20,000	0
210	ELAC INSTRUCTIONAL SERVICE PROGRAM	0	60,000	60,000	0
212	GENERAL PLAN REVIEW TRUST	0	61,085	61,085	0
216	CERCLA LIABILITY FUND	136,869	235,375	235,375	138,484
218	MAINTENANCE TRUST	0	149,350	149,350	0
219	BUSINESS IMPROVEMENT AREA 1	65,805	75,000	75,000	75,000
220	MAINTENANCE DISTRICT 93_1	1,000,490	999,775	999,775	1,026,920
231	PARKS_LIBRARY_PUBLIC AND AQUATICS	48,196	164,310	164,310	164,310
232	PROP A_PER PARCEL	0	0	0	7,944
235	ASPHALT_CONCRETE INCENTIVE	0	30,000	30,000	0
236	BIKE ROUTE FUND	0	44,489	44,489	56,848
237	ROAD MAINTENANCE AND REHABILITATION ACCO	1,134,820	1,105,881	1,105,881	1,252,121
238	PROPOSITION A FUND	1,261,962	1,401,492	1,401,492	1,580,078
239	MEASURE R FUND	783,501	768,007	768,007	917,410
240	MEASURE M FUND	888,929	865,741	865,741	1,038,598
241	PROPOSITION C FUND	1,039,279	1,019,843	1,019,843	1,223,379
242	STATE GAS TAX FUND	1,326,733	1,568,579	1,568,579	1,634,556
247	AIR QUALITY IMPROVEMENT FUND	79,566	80,500	80,500	80,100
248	MEASURE W FUND	728,186	740,000	740,000	740,000
249	SB2 FUND	0	310,000	310,000	0
280	MEASURE B	0	0	0	110,601
	Sub-Total Other Special Revenues	20,841,394	22,450,637	22,450,637	24,762,161
300	DISASTER FUND	840,782	0	0	0
301	ASSET FOREFEITURE FUND - JUSTICE	32,109	35,000	35,000	0
302	ASSET FOREFEITURE FUND - TREASURY	60,639	25,000	25,000	20,000
303	BULLETPROOF VEST POLICE GRANT	3,547	6,845	6,845	8,347
304	STC STANDARDS_TRAINING_CORREC	0	6,600	6,600	46,600
305	POST	35,901	40,000	40,000	35,000
306	AB109 TASK FORCE GRANT	0	80,125	80,125	0
307	ASSET FOREFEITURE FUND - STATE & COUNTY	49	20,000	20,000	0
308	STATE LAW ENFORCE SVC_COPS	158,009	150,000	150,000	153,807
310	SELECTIVE TRAFFIC ENFORCE_6	50,010	20,000	20,000	0
316	URBAN AREA INITIATIVE 2018	0	75,000	75,000	0
319	SELECTIVE TRAFFIC ENFORCE_7	40,082	109,000	109,000	0
320	CALIFORNIA FIRE FOUNDATION	14,750	14,750	14,750	15,000
321	GROUND EMERGENCY MEDICAL TRANSPORTION	0	46,000	46,000	40,000
324	EDISON FIRE SAFE COMMU	0	23,182	23,182	0
326	ASSIST TO FF COVID SUPPLE	0	20,000	20,000	20,000
327	HOMELAND SECURITY GRANT_2018	17,585	11,700	11,700	0
328	HOMELAND SECURITY GRANT_2019	0	0	106,444	0
331	URBAN AREA INITIATIVE 2019	0	42,451	42,451	0
334	OTS 8	0	0	114,000	40,000
351	WIOA GRANT	46,183	39,163	39,163	48,928
353	CALLIBRARY LITERACY SERVICES GRANT	38,264	43,477	43,477	38,992
361	HOME HOUSING PROGRAM	419,849	324,520	324,520	324,520
362	CDBG FUND	1,746,023	747,611	747,611	637,173
363	ARPA FUNDS	2,095	0	7,521,592	7,521,592
371	USED OIL RECYCLING BLOCK GRANT	7,250	7,339	7,339	8,542

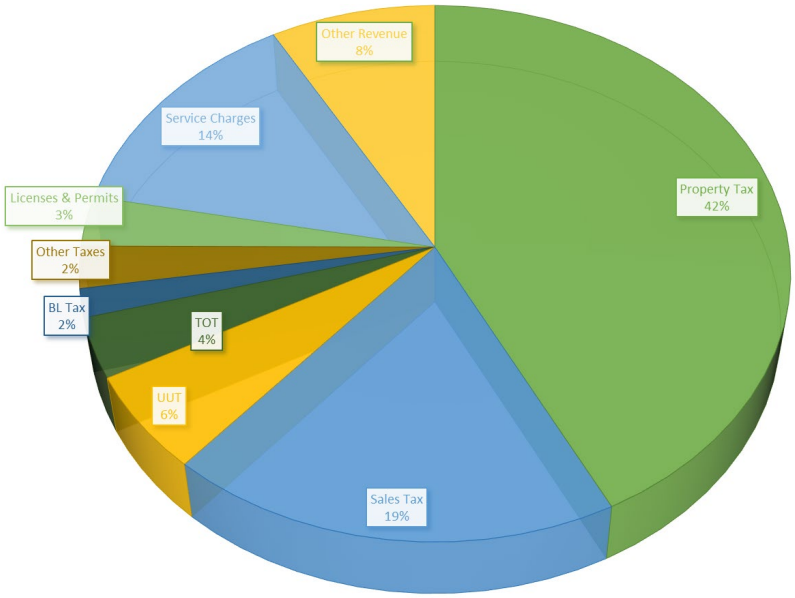
Fund	Description	Actual 2020-2021	Adopted Budget 2021-2022	Revised Budget 2021-2022	Proposed Budget 2022-2023
373	BEVERAGE CONTAINER RECYCLING	0	15,206	15,206	15,236
383	ELAC INSTRUCTIONAL SERVICE PROGRAM	41,175	0	0	43,765
385	LEAP	0	0	0	300,000
	Sub-Total Grants	3,554,303	1,902,969	9,645,005	9,317,502
	Total Special Revenues Funds	24,395,697	24,353,607	32,095,643	34,079,663
401	WATER FUND	10,132,615	8,888,000	8,938,000	10,258,000
402	WATER TREATMENT WQA EPA FUND	5,631,564	6,450,000	6,450,000	5,520,000
409	WATER DIF	24,097	150,000	150,000	150,000
411	SEWER FUND	3,298,645	2,801,300	2,801,300	2,901,300
419	SEWER DIF	3,452	24,000	24,000	24,000
421	REFUSE FUND	6,911,320	5,830,000	5,830,000	6,330,000
	Total Enterprise Funds	26,001,693	24,143,300	24,193,300	25,183,300
501	CITY SHOP FUND	2,183,900	2,703,000	2,703,000	3,210,400
502	TECHNOLOGY INTERNAL SERVICE FUND	438,604	515,400	515,400	1,003,643
503	GENERAL LIABILITY FUND	4,229,642	4,530,250	4,530,250	5,037,813
504	WORKERS COMP FUND	2,900,945	2,900,000	2,900,000	3,624,125
505	SEPARATION BENEFITS FUND	1,098,645	1,145,000	1,145,000	1,045,994
507	OPEB INTERNAL SERVICE FUND	1,000,000	1,000,000	1,000,000	1,000,000
	Total Internal Services Funds	11,851,735	12,793,650	12,793,650	14,921,975
	Total City-Wide Revenues	208,482,064	108,742,818	117,250,695	124,737,265
841	ATLANTIC_GARVEY SA	1,607,741	1,954,819	1,954,819	1,508,755
842	MERGED SA	1,247,648	747,081	747,081	755,580
	Total Successor Agency	2,855,389	2,701,900	2,701,900	2,264,335
	Total City-Wide & SA Funds	211,337,452	111,444,718	119,952,595	127,001,600

City of Monterey Park
FY2021-2022 Fund Balance Change Summary

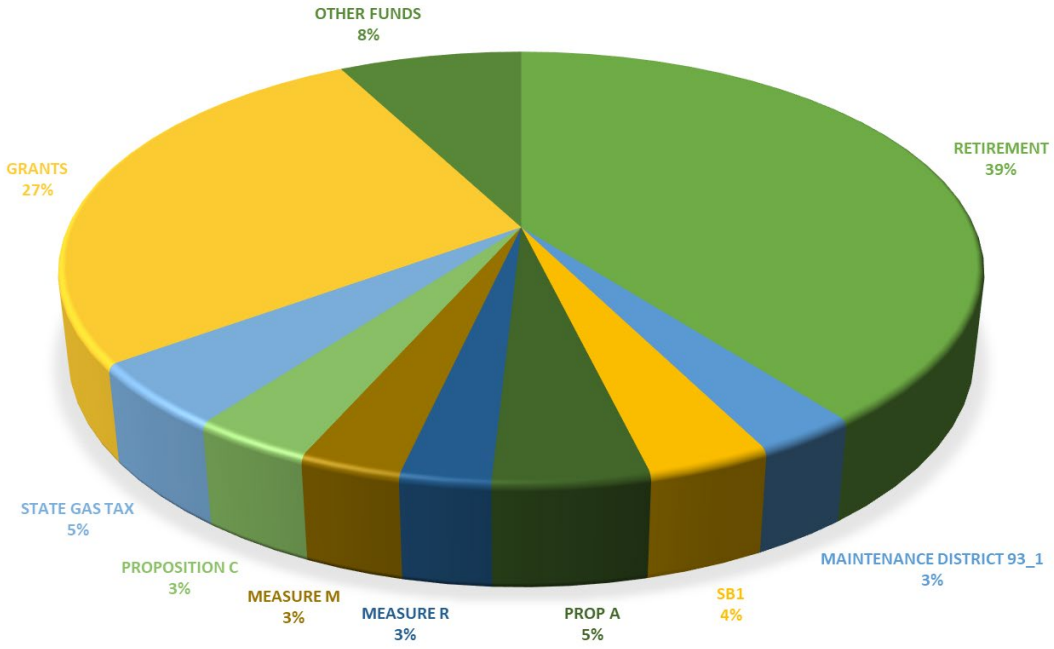
Fund	Description	Estimated Fund Balance June 30, 2022	Revenue Budget	Available Resources	Expenditure Budget	Estimated Fund Balance June 30, 2023	Fund Balance Change
101	GENERAL FUND	32,708,308	50,372,827	83,081,135	44,319,288	38,761,847	6,053,540
102	RECREATION	(27,349)	129,500	102,151	90,999	11,151	38,501
105	GENERAL FUND ADMINISTRATION	0	0	0	6,011,690	(6,011,690)	(6,011,690)
112	LIBRARY PASSPORT SERVICES	2,910	50,000	52,910	74,273	(21,363)	(24,273)
	Total General Fund	**32,683,869**	**50,552,327**	**83,236,196**	**50,496,250**	**32,739,946**	**56,077**
201	PUBLIC SAFETY AUGMENTATION FUND	4,000	790,000	794,000	814,800	(20,800)	(24,800)
202	RETIREMENT FUND	81,838	13,473,370	13,555,208	11,787,153	1,768,055	1,686,217
204	CIRCULATION SYSTEM DIF FUND	334,345	100,000	434,345	0	434,345	100,000
205	LAW ENFORCEMENT_FIRE DIF FUND	(130,495)	215,100	84,605	85,799	(1,194)	129,301
206	CITY HOUSING SPECIAL REVENUE FUND	2,452,424	137,342	2,589,766	60,000	2,529,766	77,342
216	CERCLA LIABILITY FUND	367,752	138,484	506,236	292,969	213,267	(154,485)
219	BUSINESS IMPROVEMENT AREA 1	137,847	75,000	212,847	89,539	123,308	(14,539)
220	MAINTENANCE DISTRICT 93_1	64,867	1,026,920	1,091,787	1,010,467	81,320	16,453
231	PARKS_LIBRARY_PUBLIC AND AQUATICS	497,976	164,310	662,286	500,000	162,286	(335,690)
232	PROP A_PER PARCEL	526	7,944	8,470	7,944	526	0
236	BIKE ROUTE FUND	0	56,848	56,848	0	56,848	56,848
237	ROAD MAINTENANCE AND REHABILITATION ACCOUNT	2,661,671	1,252,121	3,913,792	0	3,913,792	1,252,121
238	PROPOSITION A FUND	3,446,589	1,580,078	5,026,667	2,394,661	2,632,006	(814,583)
239	MEASURE R FUND	2,309,447	917,410	3,226,857	697,725	2,529,132	219,685
240	MEASURE M FUND	3,156,517	1,038,598	4,195,115	23,308	4,171,807	1,015,290
241	PROPOSITION C FUND	2,246,174	1,223,379	3,469,553	957,283	2,512,270	266,096
242	STATE GAS TAX FUND	854,406	1,634,556	2,488,962	1,553,175	935,787	81,381
247	AIR QUALITY IMPROVEMENT FUND	307,771	80,100	387,871	55,653	332,218	24,447
248	MEASURE W FUND	128,187	740,000	868,187	442,215	425,972	297,785
249	SB2 FUND	376,024	0	376,024	40,744	335,280	(40,744)
280	MEASURE B	0	110,601	110,601	110,601	0	0
300	DISASTER FUND	(108,847)	0	(108,847)	0	(108,847)	0
301	ASSET FOREFEITURE FUND - JUSTICE	5,967	0	5,967	0	5,967	0
302	ASSET FOREFEITURE FUND - TREASURY	702,260	20,000	722,260	50,000	672,260	(30,000)
303	BULLETPROOF VEST POLICE GRANT	1,604	8,347	9,951	8,348	1,603	(1)
304	STC STANDARDS_TRAINING_CORREC	6,600	46,600	53,200	6,600	46,600	40,000
305	POST	(63,108)	35,000	(28,108)	35,000	(63,108)	0
306	AB109 TASK FORCE GRANT	198,476	0	198,476	72,725	125,751	(72,725)
307	ASSET FOREFEITURE FUND - STATE & COUNTY	19,210	0	39,210	7,244	32,195	12,985
308	STATE LAW ENFORCE SVC_COPS	255,177	153,807	408,984	0	408,984	153,807
310	SELECTIVE TRAFFIC ENFORCE_6	(11,894)	0	(11,894)	0	(11,894)	0
316	URBAN AREA INITIATIVE 2017	4,117	0	4,117	66,794	(62,677)	(66,794)
319	SLECTIVE TRAFFIC ENFORCE_7	54,000	0	54,000	57,750	(3,750)	(57,750)
320	CALIFORNIA FIRE FOUNDATION	0	15,000	15,000	14,750	250	250
321	GROUND EMERGENCY MEDICAL TRANSPORTION	(11,000)	40,000	29,000	35,000	(6,000)	5,000
326	ASSIST TO FF COVID SUPPLE	0	20,000	20,000	20,000	0	0
327	HOMELAND SECURITY GRANT_2018	0	0	11,700	11,700	0	0
333	UASI 2020	0	0	97,531	97,531	0	0
334	OTS 8	1,611	40,000	41,611	41,611	0	(1,611)
340	SGV HOMELESS	0	0	40,000	18,937	21,063	21,063
351	WIOA GRANT	6,827	48,928	55,755	23,014	32,741	25,914
353	CALLIBRARY LITERACY SERVICES GRANT	0	38,992	38,992	38,988	4	4
361	HOME HOUSING PROGRAM	112	324,520	324,632	303,391	21,241	21,129
362	CDBG FUND	135,000	637,173	772,173	766,844	5,329	(129,671)
363	ARPA FUNDS	5,147,444	7,521,592	12,669,036	5,420,504	7,248,532	2,101,088
371	USED OIL RECYCLING BLOCK GRANT	30,983	8,542	39,525	8,542	30,983	0
373	BEVERAGE CONTAINER RECYCLING	91,073	15,236	106,309	15,236	91,073	0
383	ELAC INSTRUCTIONAL SERVICE PROGRAM	65,235	43,765	109,000	43,765	65,235	0
385	LEAP	0	300,000	300,000	300,000	0	0
401	WATER FUND	19,592,595	10,258,000	29,850,595	20,148,869	9,701,726	(9,890,869)
402	WATER TREATMENT WQA EPA FUND	1,245,974	5,520,000	6,765,974	5,280,313	1,485,661	239,687
409	WATER DIF FUND	462,016	150,000	612,016	499,832	112,184	(349,832)
411	SEWER FUND	6,952,301	2,901,300	9,853,601	5,528,399	4,325,202	(2,627,099)
419	SEWER DIF FUND	65,865	24,000	89,865	0	89,865	24,000
421	REFUSE FUND	667,679	6,330,000	6,997,679	7,683,353	(685,674)	(1,353,353)
501	CITY SHOP FUND	946,786	3,210,400	4,157,186	3,751,456	405,730	(541,056)
502	TECHNOLOGY INTERNAL SERVICE FUND	582,689	1,003,643	1,586,332	1,043,422	542,910	(39,779)
503	GENERAL LIABILITY FUND	(6,244,871)	5,037,813	(1,207,059)	5,532,781	(6,739,840)	(494,969)
504	WORKERS COMP FUND	(8,420,621)	3,624,125	(4,796,496)	2,721,356	(7,517,852)	902,769
505	SEPARATION BENEFITS FUND	1,295,749	1,045,994	2,341,743	1,149,100	1,192,643	(103,106)
507	OPEB INTERNAL SERVICE FUND	0	1,000,000	1,000,000	1,000,000	0	0
621	SALES TAX STREET BONDS	0	0	13,671,106	13,671,106	0	0
841	ATLANTIC_GARVEY SA	0	1,508,755	1,508,755	1,515,836	(7,081)	(7,081)
842	MERGED SA	0	755,580	755,580	745,867	9,713	9,713
		75,658,745	127,001,600	216,500,682	149,156,251	67,344,659	(8,314,085)

Revenues by Type
FY 2022-2023

General Fund



Special Revenues Funds



Five-Year Summary of Revenues & Transfers-In by Fund Types
FY2022-2023 Budget

	Actual 2019	Actual 2020	Actual 2021	Revised 2022	Proposed 2023
General Fund					
General Fund	45,070,464	43,599,517	146,232,939	48,168,102	50,552,327
Special Revenue					
Retirement	9,982,234	11,561,630	11,485,784	11,418,368	13,473,370
Gas Taxes	1,227,331	1,339,333	1,326,733	1,568,579	1,949,656
Proposition A	1,471,393	1,411,166	1,261,962	1,401,492	1,580,078
Proposition C	1,045,748	1,023,860	1,039,279	1,019,843	1,223,379
RMRA SB1	1,311,241	1,163,799	1,134,820	1,105,881	1,252,121
Maintenance District	996,506	987,667	1,000,490	999,775	1,020,500
Other Funds	4,835,441	3,166,706	3,592,326	4,936,700	4,263,057
Grants	3,996,601	1,941,171	3,554,303	9,645,005	9,317,502
Enterprise					
Refuse	6,696,196	6,748,472	6,911,320	5,830,000	6,330,000
Sewer	3,679,238	3,281,520	3,302,096	2,825,300	2,925,300
Water	18,362,515	16,661,435	15,788,276	15,538,000	15,928,000
Internal Service					
City Shop Fund	1,996,930	2,128,604	2,183,900	2,703,000	3,210,400
General Liability	2,476,520	2,873,250	4,229,642	4,530,250	5,037,813
Other Post Employment Benefit	950,000	1,000,000	1,000,000	1,000,000	1,000,000
Seperation Benefits	1,372,423	1,303,738	1,098,645	1,145,000	1,045,994
Technology & Communication	287,259	320,833	438,604	515,400	1,003,643
Workers' Compensation	1,968,558	2,154,555	2,900,945	2,900,000	3,624,125
Successor Agency					
Successor Agency	2,884,189	3,211,170	2,855,389	2,701,900	2,264,335
Total	**110,610,787**	**105,878,426**	**211,337,452**	**119,952,595**	**127,001,600**

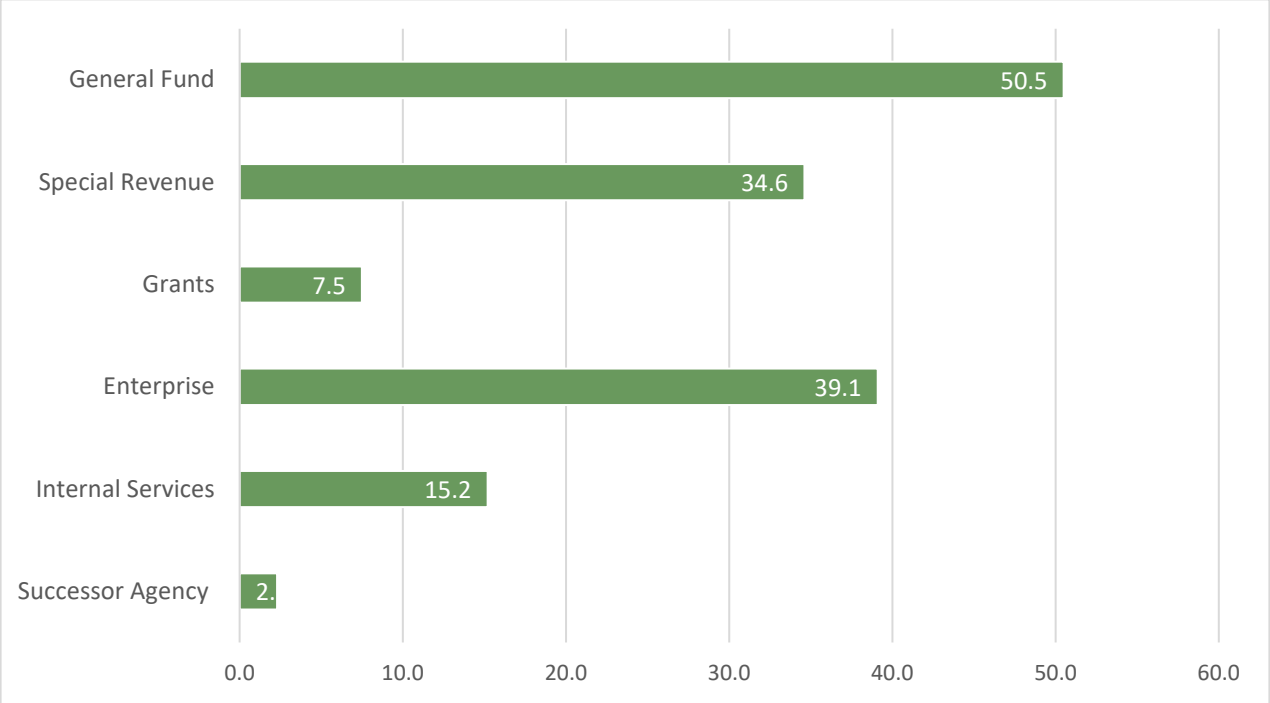
Five-Year Summary of Expenditures & Transfers-In by Fund Types
FY2022-2023 Budget

	Actual 2019	Actual 2020	Actual 2021	Revised 2022	Proposed 2023	$ Change over 2022
General Administration						
City Council / Regional Associatons	189,388	187,854	158,266	223,929	227,439	3,510
City Manager	402,033	356,458	814,865	678,245	1,163,602	485,357
City Treasurer	19,821	20,968	22,002	33,207	30,863	(2,344)
City Attorney	558,990	700,855	601,173	649,100	688,046	38,946
City Clerk	445,009	415,162	707,340	490,154	719,585	229,432
Management Services	2,608,107	3,732,284	4,927,652	4,567,256	5,473,033	905,777
HR & Risk Management	1,273,856	1,417,723	1,039,312	1,227,838	1,478,726	250,888
General Administration	**5,497,204**	**6,831,303**	**8,270,610**	**7,869,729**	**9,781,294**	**1,156,665**
Public Safety						
Fire	14,631,696	14,548,174	16,147,803	14,835,163	15,875,025	1,039,862
Police	20,421,929	20,764,693	21,858,082	21,489,982	22,781,064	1,291,083
Public Safety	**35,053,625**	**35,312,868**	**38,005,884**	**36,325,145**	**38,656,090**	**2,330,945**
Community Services & Improvements						
Library	2,437,903	2,560,985	2,293,721	2,509,118	2,651,431	142,313
Recreation & Communtiy Services	3,498,964	3,315,824	1,983,947	2,927,091	2,625,049	(302,042)
Community & Economic Development	4,769,163	2,273,861	1,623,177	1,881,972	2,756,339	874,367
Community Services & Improvements	10,706,030	8,150,670	5,900,845	7,318,181	8,032,819	**572,325**
City Infrastructure						
Public Works	28,109,328	29,117,661	31,517,762	37,826,788	41,291,827	3,465,039
Capital Improvement Projects	2,271,417	4,139,648	1,485,152	6,895,607	22,904,868	16,009,261
City Vehicles				725,966	525,000	(200,966)
City Infrastructure	**30,380,745**	**33,257,309**	**33,002,914**	**45,448,361**	**64,721,695**	**19,273,334**
Non-Department/Internal Services						
Worker's Compensation	3,528,722	3,802,412	2,526,133	2,281,000	2,445,300	164,300
General Liability	3,307,685	4,497,287	4,993,048	4,467,275	5,579,438	1,112,163
Post-Employement Activity	8,648,039	11,222,005	107,598,258	11,927,325	12,257,409	330,084
	15,484,446	19,521,704	115,117,440	18,675,600	20,282,146	1,606,546
ARPA Projects				**3,671,435**	**5,420,504**	1,749,069
Successor Agency	4,996,046	5,313,913	13,429,835	2,259,213	**2,261,702**	2,490
Total	**102,118,096**	**108,387,767**	**213,727,528**	**121,567,663**	**149,156,251**	**26,691,374**

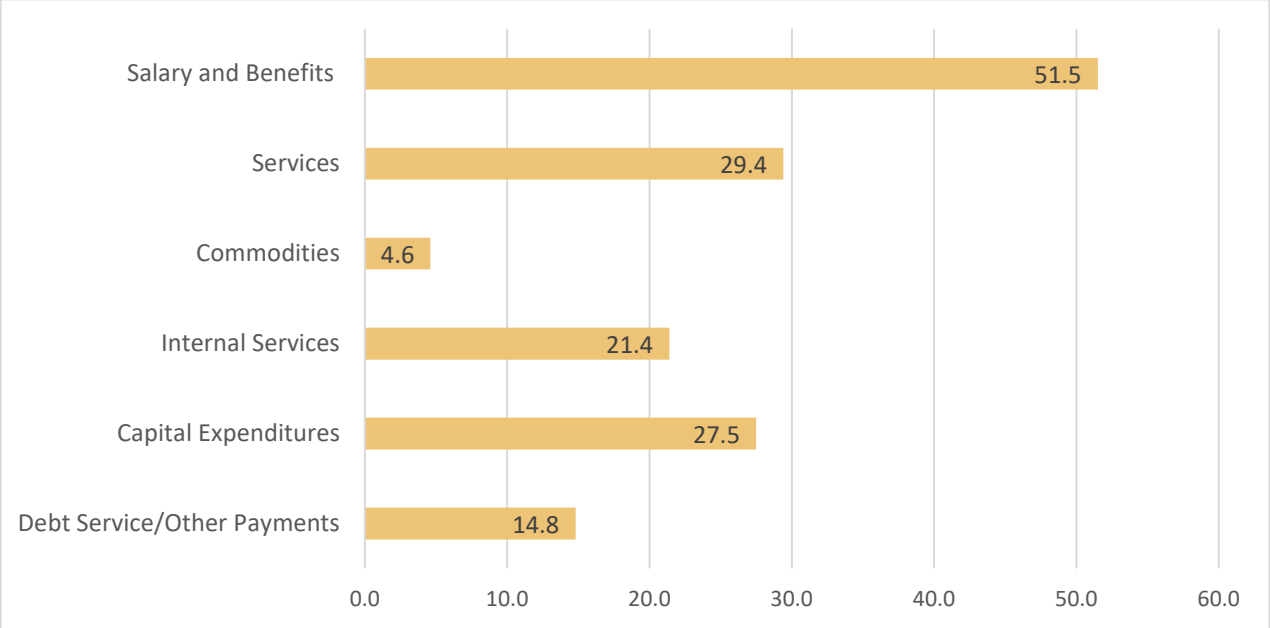
Expenditures by Fund and Character
FY 2022-2023

Combined City and Successor Agency

Expenditures by Fund:



Expenditures by Character:



Source of Funds by Department
FY 2022-2023 Budget

SOURCE OF FUNDS BY DEPARTMENT																
DEPARTMENT	General Fund	Retirement	State Gas Tax	Prop C	Prop A	Measure M	Measure R	MD	Grants	Other Special Rev.	Water	Sewer	Refuse	Internal Services	Successor Agency	Total
City Council	$222,551	$4,888	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$227,439
City Manager	$1,466,801	$71,799	$0	$0	$0	$0	$0	$0	$0	$89,539	$0	$0	$0	$0	$2,261,702	$3,889,841
City Clerk	$692,076	$27,510	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$719,585
City Treasurer	$28,297	$2,566	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$30,863
City Attorney	$688,046	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$688,046
Management Services	$2,702,665	$131,192	$0	$0	$0	$0	$0	$0	$1,822,813	$60,000	$184,794	$180,607	$183,818	$1,037,227	$0	$6,303,116
HR/Risk Management	$601,191	$62,197	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$815,338	$0	$1,478,726
Community Development	$1,578,363	$75,562	$0	$0	$0	$0	$0	$0	$300,000	$40,744	$133,126	$92,652	$71,356	$0	$0	$2,291,802
Police	$20,119,731	$1,780,682	$0	$0	$0	$0	$0	$0	$1,575,536	$407,400	$0	$0	$0	$0	$0	$23,883,349
Fire	$13,337,362	$1,082,116	$0	$0	$0	$0	$0	$0	$262,673	$603,800	$133,634	$133,168	$135,594	$257,343	$0	$15,945,689
Library	$2,433,044	$156,385	$0	$0	$0	$0	$0	$0	$488,355	$0	$0	$0	$0	$0	$0	$3,077,784
Recreation/Community Sr	$1,743,788	$64,453	$0	$0	$745,617	$0	$0	$0	$873,591	$7,944	$36,484	$13,381	$13,381	$0	$0	$3,498,641
Public Works	$2,994,765	$77,494	$1,520,407	$951,508	$1,372,497	$23,308	$689,061	$1,010,467	$23,778	$1,257,985	$17,914,488	$2,806,386	$7,237,994	$3,411,688	$0	$41,291,827
Capital Expenses	$0	$0	$0	$0	$245,000	$0	$0	$0	$2,117,528	$13,409,656	$7,325,212	$2,240,000	$0	$210,000	$0	$25,547,396
Non-Departmental	$1,887,569	$8,250,310	$32,769	$5,775	$31,547	$0	$8,664	$0	$0	$294,302	$201,276	$62,205	$41,211	$9,466,520	$0	$20,282,146
Total Funds	**$50,496,250**	**$11,787,153**	**$1,553,175**	**$957,283**	**$2,394,661**	**$23,308**	**$697,725**	**$1,010,467**	**$7,464,274**	**$16,171,370**	**$25,929,014**	**$5,528,399**	**$7,683,353**	**$15,198,115**	**$2,261,702**	**$149,156,251**

Fund Codes:

General Fund: General Fund, Recreation, Passport Services

Special Revenues: Retirement; State Gas Tax; Prop C; Prop A; Measure M; Measure R; SB1; Maintenance District; Development Impact Fees; Grants; SB2; Measure W; Business Improvement Area 1; CERCLA; Other Special Revenues

Proprietary:
- Enterprise: Water; Sewer: Refuse
- Internal Services: City Shop; Technology; General Liability; Worker's Comp; Seperation Benefits;

General Fund Five Year Projection
FY 2022-2023 Budget

	5-Year Long-Term Projection						
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	Notes
Beginning Fund Balance	32,509,447	35,137,092	32,693,274	20,749,351	15,458,130	14,087,229	
Prepaid	72,590	72,590	72,590	72,590	72,590	72,590	
Committed - Catastrophic	4,340,000	4,840,000	5,340,000	5,840,000	6,340,000	6,340,000	(1)
Committed - Stabilization	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	
Committed - Comm.Devt	1,886,927	1,886,927	1,886,927	1,886,927	1,886,927	1,886,927	
Assigned - Capital Improv	21,418,237	20,288,687	10,449,834	4,658,613	2,787,712	1,266,850	(2)
Unassigned	4,419,338	2,605,070	0	0	0	0	
Ending Fund Balance	35,137,092	32,693,274	20,749,351	15,458,130	14,087,229	12,566,367	
Recurring Revenues:							
Property Taxes	20,260,667	20,133,826	21,470,692	22,157,754	22,866,802	23,598,540	(3)
Sales Tax	9,063,297	9,508,660	9,544,249	10,473,942	10,903,374	11,350,412	(4)
Utility User Tax	2,931,943	2,800,000	2,961,263	2,990,876	3,020,784	3,050,992	(5)
Transient Occupancy Tax	953,200	1,522,398	1,827,566	1,882,393	1,938,865	1,997,031	(6)
Business License Tax	721,601	860,000	868,634	894,693	921,534	949,180	(7)
Other Taxes	1,672,079	1,220,000	1,278,931	1,319,857	1,362,092	1,405,679	(8)
Licenses & Permits	1,128,230	1,334,060	1,525,022	1,570,773	1,617,896	1,666,433	(7)
Charges for Services	6,344,336	6,741,823	6,903,095	7,041,157	7,181,980	7,325,620	(9)
Other Revenue	2,362,545	4,047,335	4,172,875	4,256,333	4,341,459	4,428,288	(9)
Transfers-In							
Total Revenues	45,437,898	48,168,102	50,552,327	52,587,777	54,154,786	55,772,175	
Expenditures:							
Salaries & Benefits	26,484,602	31,383,255	31,754,323	33,653,724	35,797,669	37,050,587	(10)
Services	5,248,508	6,046,892	6,558,080	6,689,242	6,823,026	6,959,487	(11)
Commodities	950,060	1,275,100	1,465,264	1,494,569	1,524,460	1,554,950	(11)
Internal Service Chgs	5,327,500	4,982,224	6,303,512	6,618,688	6,949,622	7,297,103	(12)
Capital Purchase	8,020,508	1,797,389	0	0	0	0	
GF Suppl to Pension	2,819,394	2,764,400	3,172,413	3,172,413	3,172,413	3,172,413	
OPEB - Prepay	767,400	798,100	800,584	800,584	800,584	800,584	
POB -Cost of Issuance	743,285	0	0	0	0	0	
Debt Service - Motorola	0	307,745	307,745	307,745	307,745	307,745	
Debt Service - Siemens	120,686	127,265	134,329	142,033	150,167	150,167	
Total Expenditures	50,481,942	49,482,370	50,496,250	52,878,998	55,525,687	57,293,037	
Surplus/(Deficit)	* (5,044,044)	* (1,314,268)	56,077	(291,221)	(1,370,901)	(1,520,862)	

*Deficit is related to carryover expenses.

(1) City recommendation to increase Committed-Catastrophic by $500K each Fiscal Year to reach $6.3 million by end of 2024-2025

(2) Estimated cost for the Goodviews project is $17M. In FY22-23, Unassigned & Assigned funds are reduced by $12M and in FY23-24 Assigned funds are reduced by $5M.

(3) HdL Property Tax Consultants are projecting an average increase of 3.2% for the next four Fiscal Years

(4) HdL Sales Tax Consultants are projecting a sales tax increase of 5% in FY22-23; 3.5% in FY23-24; 4.1% in FY24-25 and 4.1% in FY25-26; Costco sales tax share with Montebello will decrease from 50% to 18% in FY23-24. FY22-23 revenue is flat due to Home Depot sales tax allocation correction in FY21-22

(5) 1% increase calculated using historical trends and current economy

(6) Projection includes the opening of the Marriott April 2021 and an estimated 3% annual increase

(7) 3% increase calculated using historical trends and current economy and the opening businesses

(8) 3.2% increase calculated using historical trends, current economy, and last five year average

(9) 2% increase calculated using historical trends, current economy and last five year average

(10) Salary and benefits are projected to increase 3.5%; FY23-24 includes a GF increase of $788K as APRA funds diminish; FY24-25 includes a GF increase of $975K due to expiration of on-time ARPA funds

(11) 2% Services and Commodities increase

(12) 5% Increase in General Liability & Worker's Compensation Costs

City of Monterey Park
Citywide Personnel Summary - 2022-2023

	FY 2020-2021 Full Time	FY 2020-2021 Part Time	FY 2021-2022 Full Time	FY 2021-2022 Part Time	FY 2022-2023 Full Time	FY 2022-2023 Part Time
CITY COUNCIL - 1100						
Mayor	1	-	1	-	1	0.00
Mayor Pro Tem	1	-	1	-	1	0.00
Council Members	3	-	3	-	3	0.00
CITY COUNCIL TOTAL	5	-	5	-	5	0.00
CITY MANAGER - 1200						
City Manager	1	-	1		1	0.00
Assistant City Manager	1	-	1		1	0.00
Community Communications Coordinator	1	-	1	-	1	0.00
Community Media Specialist	-	0.26	-	0.26	0	0.50
Video Technician	-	0.00	-	0.00	1	0.00
Director of Management Services	0.20	-	0.20	-	0.20	0.00
Economic Development Manager	1	-	1		1	0.00
Economic Development Specialist	1	-	1		1	0.00
Secretary to the City Manager	1	-	1		1	0.00
Senior Clerk Typist	1	-	1		1	0.00
CITY MANAGER TOTAL	7.20	0.26	7.20	0.26	8.20	0.50
CITY CLERK - 1300						
City Clerk - Elected Official	1	-	1	-	1	0.00
Deputy City Clerk	1	-	1	-	1	0.00
Assistant Deputy City Clerk	1	-	1	-	1	0.00
Senior Clerk Typist	-	-	1	-	1	0.00
Clerk Typist	-	0.50	-	0.50	-	0.50
Minutes Clerk	-	0.75	-	-	-	0.00
CITY CLERK TOTAL	3	1.25	4	0.50	4	0.50
MANAGEMENT SERVICES - 1400						
Director of Management Services	1	-	1	-	1	0.00
Account Clerk	1	0.95	1	0.95	1	1.00
Accountant	1	1.00	2	-	2	0.00
Admin Intern	-	0.50	-	0.50	0	0.50
Admin Secretary	1	-	1	-	1	0.00
Finance Manager	1	-	1	-	1	0.00

	FY 2020-2021		FY 2021-2022		FY 2022-2023	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Information System Specialist	1	-	1	-	2	0.00
Information Technology Manager	-		1	-	1	0.00
Information Technology Technician	-	-	1	-	1	0.00
Payroll Technician	1	-	1	-	1	0.00
Principal Management Analyst	-	-	-	0.50	0	0.50
Senior Account Clerk	6	-	6	-	6	0.00
Senior Accountant	0.50	-	0.50	-	0.50	0.00
Support Services Manager	1	-	1	-	1	0.00
Support Services Supervisor	1	-	1	-	1	0.00
MANAGEMENT SERVICES TOTAL	16	2.45	18.50	1.95	19.50	2.00
CITY TREASURER - 1500						
City Treasurer - Elected Official	1	-	1	-	1	0.00
CITY TREASURER TOTAL	1	-	1	-	1	0.00
COMMUNITY DEVELOPMENT - 1700						
Acting Director of Community Development	-	-	-	0.50	0	0.50
Assistant Planner	1	-	1	-	1	0.00
Planning Manager	1	-	1	-	1	0.00
Senior Planner	-	-	1	-	1	0.00
Planning Intern	-	0.96	-	0.46	0	0.50
Planning Technician	-	0.00	1		1	0.00
Building Inspector	2	-	2	-	2	0.00
Building Official	1	-	1	-	1	0.00
Permit Technician I	1	-	1	-	1	0.00
Permit Technician II	1	-	1	-	1	0.00
Plan Checker	1	-	1	-	1	0.00
COMMUNITY DEVELOPMENT TOTAL	8	0.96	10	0.96	10	1.00
HUMAN RESOURCES AND RISK MANAGEMENT - 1800						
Director of Human Resources/Risk Management	1	-	1	-	1	0.00
Human Resources Analyst	1	-	1	-	1	0.00
Human Resources Assistant	1	-	1	-	1	0.00
Human Resources Technician	1	-	2	-	2	0.00
Senior Management Analyst	1	-	-	-	0	0.00
Human Resources/Risk Manager	-	-	1	-	1	0.00
Senior Clerk Typist	-	0.50	-	-	0	0.00
Clerk Typist	-	0.50	-	-	-	0.00
HR AND RISK MANAGEMENT TOTAL	5	1	6	-	6	0.00

	FY 2020-2021		FY 2021-2022		FY 2022-2023	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
POLICE - 3100						
Police Chief	1	-	1	-	1	0.00
Animal Services Officer	1	1	2	-	2	0.00
Community Services Officer	2	3.35	3	2.50	3	2.50
Communications Supervisor	-	-	1	-	1	0.00
Crime Analyst	-	0.50		0.50	0	0.50
Crossing Guard		4.37		4.50	0	4.50
Dispatcher	9	0.24	8	1.25	8	1.25
Evidence Officer	1	0.80	2	0.00	2	0.00
Jailer	5	0.50	4	1.00	4	1.00
Jailer Supervisor	-	-	1	-	1	0.00
Principal Management Analyst	1	-	1	-	1	0.00
Outreach and Housing Navigation Coordinator	1	-	1	-	1	0.00
Police Administrative Assistant	1	-	1	-	1	0.00
Police Cadet	-	2	-	2	0	2.00
Police Captain	2	-	2	-	2	0.00
Police Clerk	11	-	10	-	10	0.00
Police Corporal	14	-	14	-	14	0.00
Police Lieutenant	7	-	7	-	7	0.00
Police Officer	43	-	43	-	43	0.00
Police Records Cadet		0.50		0.50	0	0.50
Police Records Clerk		1		1	0	1.00
Police Records Management System Technician	1	-	1	-	1	0.00
Police Records Supervisor	-	-	1	-	1	0.00
Police Sergeant	9	-	9	-	9	0.00
Secretary	1	-	1	-	1	0.00
POLICE TOTAL	**110**	**14.26**	**113**	**13.25**	**113**	**13.25**

	FY 2020-2021		FY 2021-2022		FY 2022-2023	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
FIRE - 3200						
Fire Chief	1	-	1	-	1	0.00
Code Enforcement Officer	4	-	4	-	4	0.00
Division Chief	3	-	3	-	3	0.00
Fire Apprentice	-	0.50	-	0.50	0	0.50
Fire Captain	12	-	12	-	12	0.00
Fire Clerk Typist	-	1	-	1	0	1.00
Fire Engineer	12	-	12	-	12	0.00
Fire Fighter	11	-	11	-	12	0.00
Fire Fighter/Paramedic	13	-	13	-	12	0.00
Fire Intern	-	0.50	-	-	0	1.50
Fire Marshal	1	-	1	-	1	0.00
Fire Prevention Permit Technician I	1	-	1	-	1	0.00
Fire Safety Specialist	1	-	1	0.50	1	0.50
Principal Management Analyst	1	-	1	-	1	0.00
PT EMS	-	1.80	-	1.80	0	0.00
Senior Account Clerk	1	-	2	-	2	0.00
Senior Clerk Typist	1	-	1	-	1	0.00
FIRE TOTAL	**62**	**3.80**	**63**	**3.80**	**63**	**3.50**
PUBLIC WORKS - 4200						
Director of Public Works	1	-	1	-	1	0.00
Assistant City Engineer	1	-	1	-	1	0.00
Administrative Intern	-	0.24	-	0.24	0	0.25
Administrative Secretary	1	-	1	-	1	0.00
Auto Shop Technician	1	-	1	-	1	0.00
Building Trades Technician	1	-	1	-	1	0.00
Civil Engineering Associate	2	-	3	-	2	0.00
Civil Engineering Associate (water)	-	-	-	-	1	0.00
Civil Engineering Assistant	1	-	1	-	1	0.00
Civil Engineering Technician	2	-	2	-	2	0.00
Consumer Services Representative	2	-	2	-	2	0.00
Crew Leader	3	-	3	-	3	0.00
Cross Connection Control Inspector	2	-	2	-	1	0.00
Electrician	1	-	1	-	1	0.00
Engineering Aide	-	0.96	-	0.96	0	1.00
Equipment Mechanic	2	-	2	-	2	0.00
Equipment Service Specialist				0.50	0	0.50

	FY 2020-2021		FY 2021-2022		FY 2022-2023	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Facilities Maintenance Supervisor	1	-	1	-	1	0.00
Lead Equipment Mechanic	1	-	1	-	1	0.00
Maintenance Worker	9	7.96	9	6.96	9	7.00
Management Analyst	1	-	1	-	1	0.00
Park Maintenance Crew Leader	2	-	2	-	2	0.00
Park Maintenance Worker	3	-	3	-	3	0.00
Park Supervisor	1	-	1	-	1	0.00
Principal Management Analyst	2	-	2	-	2	0.00
Public Works Maintenance Manager	1	-	1	-	1	0.00
Public Works Maintenance Supervisor	1	-	1	-	1	0.00
Senior Clerk Typist	1	-	1	-	1	0.00
Senior Maintenance Worker	4	-	4	-	6	0.00
Senior Water Production System Operator	1	-	1	-	1	0.00
Water Distribution Crew Supervisor	1	-	1	-	1	0.00
Water Distribution Lead Worker	2	-	2	-	2	0.00
Water Operation Supervisor	1	-	1	-	1	0.00
Water Production Supervisor	1	-	1	-	1	0.00
Water Production System Operator	4	-	4	-	4	0.00
Water Utility Maintenance Worker	5	-	5	1.00	4	1.00
Water Utility Manager	1	-	1	-	1	0.00
Accountant	-	1.00	-	-	0	0.00
Sr. Accountant	-	-	0.5	-	0.5	-
PUBLIC WORKS TOTAL	**63.00**	**10.16**	**64.50**	**9.66**	**64.50**	**9.75**
MONTEREY PARK BRUGGEMEYER LIBRARY - 6000						
City Librarian	1	-	1	-	1	0.00
Adult Literacy Coordinator	1	-	1	-	1	0.00
Janitor	-	1.70	-		0	0.00
Librarian	3	0.52	4	-	4	1.00
Library Circulation Serv Supervisor	1	-	1	-	1	0.00
Library Assistant	5	2.82	4	0.38	4	3.50
Library Page	-	1.95	-	1.00	0	2.50
Library Technician	2	-	2	-	2	0.00
Administrative Secretary	1	-	1	-	1	0.00
Senior Librarian	3	-	3	-	3	0.00
Senior Library Assistant	1	-	1	-	1	0.00
LIBRARY TOTAL	**18.00**	**6.99**	**18.00**	**1.38**	**18.00**	**7.00**

	FY 2020-2021		FY 2021-2022		FY 2022-2023	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
RECREATION / COMMUNITY SERVICES - 6500						
Director of Recreation/Community Services	1	-	1	-	1	0.00
Adminitrative Aide	1	-	1	-	1	0.00
Assistant Pool Manager	-	0.40	-	0.40	0	0.50
Dial-A-Ride Driver	3	2.00	3	2.00	3	0.00
Cashier	-	0.30	-	0.00	0	0.00
Child Care Coordinator	1	-	1	-	1	0.00
Child Care Teacher	-	3.40	-	3.40	0	3.25
Clerk Typist	-	0.50	-	0.50	0	0.00
Dial-A-Ride Dispatcher	1	-	1	-	1	0.00
Janitor	1	-	1	-	1	0.00
Junior Lifeguard	-	0.24	-	0.00	0	0.00
Lifeguard	-	0.48	-	1.36	0	1.50
Locker Room Attendant	-	0.34	-	0.00	0	0.00
Pool Maintenance Worker	1	-	1	-	1	0.00
Pool Manager	-	3.54	-	3.54	0	3.50
Program Coordinator	2	-	2	-	2	0.00
Recreation Leader	-	8.04	-	8.04	0	10.50
Recreation Manager	1	-	1	-	1	0.00
Recreation Supervisor	2	-	2	-	2	0.00
Senior Clerk Typist	1	-	1	-	1	0.00
Senior Lifeguard	-	0.67	-	0.67	0	1.00
Senior Recreation Leader	-	2.00	-	2.00	0	1.50
RECREATION / COMM. SERVICES TOTAL	**15.00**	**21.91**	**15.00**	**21.91**	**15.00**	**21.75**
CITYWIDE TOTAL	**313**	**63**	**325**	**54**	**327**	**59**

City Council Department
FY 2022-2023 Preliminary Budget

Department Overview

Under the Council-Manager form of government, the Monterey Park City Council is responsible for the legislative functions of the City, which includes establishing policies and priorities, developing an overall vision, and approving annual spending plans for the City.

Programs and Services

The activities provide the resources and support needed by the City Council to carry out the legislative and fiduciary responsibilities and establish City policies based on information provided by staff, advisory boards and commissions, and the community. The City Council has identified the following core strategies:

- Maintain a fiscally healthy and financially sound municipal government;
- Provide a safe, well-maintained community that affords a good quality of life;
- Create a civil, fair, and democratic community which maintains a well balance for its residents and businesses;
- Ensure a responsive and transparent municipal government that facilitates opportunities for community involvement in decision-making;
- Seek and support solutions to regional issues such as public health, housing/homelessness, economic growth, job creation, and environmental sustainability that promote intergovernmental relationships and public-private partnerships.

Department Budget Summary

Expenditures by Program					
Program Name	Program No.	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
City Council	1101	$85,263	$142,929	$142,929	$146,439
Regional Associations	1110	$73,003	$81,000	$81,000	$81,000
Total Expenditures		**$158,266**	**$223,929**	**$223,929**	**$227,439**
Authorized Full-Time Equivalent Positions		**5.00**	**5.00**	**5.00**	**5.00**

City Council Department
FY 2022-2023 Preliminary Budget

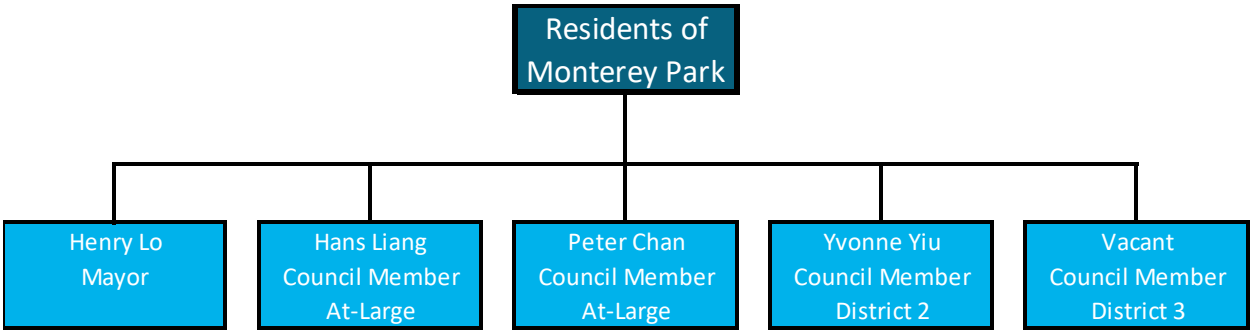
Significant Changes

There are no significant changes to report.

Department Personnel Summary

	FY 2020-2021 Full Time	FY 2020-2021 Part Time	FY 2021-2022 Full Time	FY 2021-2022 Part Time	FY 2022-2023 Full Time	FY 2022-2023 Part Time
CITY COUNCIL - 1100						
Mayor	**1**	**-**	**1**	**-**	**1**	**0.00**
Mayor Pro Tem	**1**	**-**	**1**	**-**	**1**	**0.00**
Council Members	**3**	**-**	**3**	**-**	**3**	**0.00**
CITY COUNCIL TOTAL	**5**	**-**	**5**	**-**	**5**	**0.00**

Department Organizational Chart



Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund - Administration	$0	$219,041	$219,041	$222,551
General Fund	$89,280	$0	$0	$0
Special Revenue	$33,821	$4,888	$4,888	$4,888
Enterprise	$35,165	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total	**$158,266**	**$223,929**	**$223,929**	**$227,439**

City Council Department

FY 2022-2023 Preliminary Budget

Program: City Council

Program No.: 1101

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$71,113	$72,729	$72,729	$72,729
Services	$10,831	$44,500	$44,500	$49,500
Commodities	$3,319	$6,500	$6,500	$6,500
Internal Services	$0	$19,200	$19,200	$17,710
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$85,263**	**$142,929**	**$142,929**	**$146,439**
Authorized Full-Time Equivalent Positions	**5.00**	**5.00**	**5.00**	**5.00**

City Council Department
FY 2022-2023 Preliminary Budget

Programs Details

The City Council is the legislative and policy-making body for the City of Monterey Park. In May 2019, the City Council adopted Ordinance No. 2160 transitioning from at-large to by-district elections creating 5 districts. In March 2020, Districts 2, 3 and 4 were voted on. Districts 1 and 5 remain at-large until 2022 election. Under the new by-district election, the Council Members are elected by-district for four-year, overlapping terms of office. Per City Ordinance No. 2096, each public official can only serve no more than two consecutive terms or a full eight-year term. The Mayor presides over all Council meetings and is the ceremonial head of the City for official functions. The City Council reorganizes in accordance with the resolution allowing rotation of the Mayor.

The City Council is responsible to the electorate for keeping pace with changing community needs; for establishing the quality of municipal services and the community environment; for promoting accountability and confidence in local government through open conduct of public affairs; and for encouraging constructive citizen participation. The Council determines service levels and revenue obligations through the adoption of an annual budget; authorizes City contracts and expenditures; establishes municipal service goals and operating policies; and adopts such regulatory measures as may be necessary to establish community protection.

Council Members represent the City on various intergovernmental organizations to achieve governmental cooperation, legislation, and programs that are consistent with the needs of the community.

2022-2023 Goals and Objectives

- Develop a 2022-2023 Strategic Plan listing prioritized goals and objectives.
- Conduct a community needs survey to assist in providing City Council guidance about the needs and priorities of community members.

2021-2022 Major Accomplishments

- Coordination and implementation of 2021 Strategic Plan establishing goals and objectives.
    - Conducted community outreach and input regarding potential revenue measure
    - Adopted 2021-2029 Housing Element
    - Implemented quarterly Community Clean-up Events to support the annual Spring-Cleaning Event to enhance the appearance of the community.
    - Enhanced Public Art at various parks by artistically painting the lion statues that were originally installed by the Lion’s Club.

City Council Department
FY 2022-2023 Preliminary Budget

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund - Administration	$0	$138,041	$138,041	$141,551
General Fund	$53,332	$0	$0	$0
Special Revenue	$9,941	$4,888	$4,888	$4,888
Enterprise	$21,990	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total	**$85,263**	**$142,929**	**$142,929**	**$146,439**

Program: Regional Associations

Program No.: 1110

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$0	$0	$0	$0
Services	$73,003	$81,000	$81,000	$81,000
Commodities	$0	$0	$0	$0
Internal Services	$0	$0	$0	$0
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$73,003**	**$81,000**	**$81,000**	**$81,000**

Programs Details

This activity provides financial support memberships in outside agencies and organizations, interested in achieving regional, state, and federal action and programming consistent with the articulated needs of the community.

Organizations	*Amount*
Independent Cities Association	$6,100
League of California Cities	$22,825
League of California Cities – Los Angeles County Division	$2,600
Southern California Association of Governments	$6,300
San Gabriel Valley Council of Governments	$27,000
California Contract Cities Association	$5,200
San Gabriel Valley Economic Partnership	$7,875
International Council of Shopping Centers	$3,600
	$81,500

City Council Department
FY 2022-2023 Preliminary Budget

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund - Administration	$0	$81,000	$81,000	$81,000
General Fund	$35,948	$0	$0	$0
Special Revenue	$23,880	$0	$0	$0
Enterprise	$13,175	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$73,003**	**$81,000**	**$81,000**	**$81,000**

THIS PAGE INTENTIONALLY LEFT BLANK

City Manager Department

FY 2022-2023 Preliminary Budget

Department Overview

The City Manager serves as the Chief Executive Officer of the City under the direction of the City Council.

As a result of organizational realignments, Media Production and Communications as well as the Economic Development and Business Improvement District (BID) functions, are moved under the purview of the City Manager's Office. This move increases efficiency and communication, which in turn will work to promote the economic vitality of the City.

Programs and Services

- Provide overall direction and coordination of City operations and community programs to ensure that the City Council's adopted service objectives are met or exceeded, and that costs do not exceed budget restrictions.

- Provide continual monitoring and evaluation of services and programming to assure the City Council that City services, laws, and programs remain relevant to community needs and are administered in an equitable manner.

- Provide useful and timely data to the City Council so that alternatives are considered and decisive policy action is taken to accommodate changing needs and conditions without crisis and without interruption in services.

- Oversee an aggressive program of resource development that results in measurable increases in the productivity of City operations each year, procurement of available grant funds to achieve special projects, and new commercial and industrial development that expands the economic base of the City.

- Create and administer programs designed to stimulate economic activity and enhance City revenues. This includes the development of quality neighborhoods, commercial activities, business support services, aggressive marketing, and establishing mutual support between the residential community and local businesses.

- Produce programs in compliance with the Economic Development Strategy Plan and the City's Focus General Plan Update 2040.

- Promote public annual events to businesses including decorations, music and activities within the Business Improvement District (BID) area.

- Continues preparing the Recognized Obligation Payment Schedule (ROPS) to the Department of Finance (DOF) and secure administrative costs to reduce General Fund expenditures.

City Manager Department
FY 2022-2023 Preliminary Budget

Department Budget Summary

Expenditures by Program					
Program Name	Program No.	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
City Manager	1201	$549,289	$678,245	$678,245	$742,275
SA For Former RDA	1203	$13,427,099	$2,259,213	$2,259,213	$2,261,702
Economic Development	1205	$316,843	$506,170	$506,170	$464,537
Media Production & Comm.	1209	$211,914	$246,503	$246,503	$331,788
Business Improvement Area No	1111	$53,662	$89,539	$89,539	$89,539
Total Expenditures		**$14,558,808**	**$3,779,669**	**$3,779,669**	**$3,889,841**
Authorized Full-Time Equivalent Positions		**7.46**	**7.46**	**7.46**	**8.70**

Significant Changes

Effective FY 2022-2023, the Media Production and Communications program (6509) is no longer under the Recreation and Community Services Department. Instead, it's assigned to the City Manager's Department Division 1209.

Department Personnel Summary

CITY MANAGER - 1200						
City Manager	**1**	**-**	**1**		**1**	**0.00**
Assistant City Manager	**1**	**-**	**1**		**1**	**0.00**
Community Communications Coordinator	**1**	**-**	**1**	-	**1**	**0.00**
Community Media Specialist	-	**0.26**	-	**0.26**	**0**	**0.50**
Video Technician	-	**0.00**	-	**0.00**	**1**	**0.00**
Director of Management Services	**0.20**	**-**	**0.20**	**-**	**0.20**	**0.00**
Economic Development Manager	**1**	**-**	**1**		**1**	**0.00**
Economic Development Specialist	**1**	**-**	**1**		**1**	**0.00**
Secretary to the City Manager	**1**	**-**	**1**		**1**	**0.00**
Senior Clerk Typist	**1**	**-**	**1**		**1**	**0.00**
CITY MANAGER TOTAL	**7.20**	**0.26**	**7.20**	**0.26**	**8.20**	**0.50**

City Manager Department

FY 2022-2023 Preliminary Budget

Department Organizational Chart

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund - Administration	$0	$636,425	$636,425	$1,024,153
General Fund	$625,141	$674,501	$674,501	$442,647
Special Revenue	$232,402	$166,261	$166,261	$161,338
Enterprise	$274,165	$43,270	$43,270	$0
Internal Service	$0	$0	$0	$0
Successor Agency	$5,565,740	$2,259,213	$2,259,213	$2,261,702
Total	**$6,697,449**	**$3,779,669**	**$3,779,669**	**$3,889,841**

Program: City Manager

Program No.: 1201

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$519,836	$490,155	$490,155	$545,618
Services	$17,867	$51,400	$51,400	$62,900
Commodities	$1,186	$3,200	$3,200	$3,200
Internal Services	$10,400	$133,490	$133,490	$130,557
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$549,289**	**$678,245**	**$678,245**	**$742,275**
Authorized Full-Time Equivalent Positions	**2.80**	**2.80**	**2.80**	**3.50**

Programs Details

As a result of an initiative measure adopted by the voters of Monterey Park in 1948, the City Manager serves as the Chief Executive Officer of the City under the direction of the City Council. The initiative imposes specific duties and powers, which are outlined in Municipal Code Section 2.08. Specific service objectives are:

- Provide overall direction and coordination of City operations to ensure that the City Council adopted service objectives are met or exceeded, and that costs do not exceed budget restrictions.

- Provide continual monitoring and evaluation of services and programming to assure the City Council that City services, laws, and programs remain relevant to community needs and are administered in an equitable manner.

- Provide useful and timely data to the City Council so that alternatives are considered and decisive policy action is taken to accommodate changing needs and conditions without crisis and without interruption in services.

- Oversee an aggressive program of resource development that results in measurable increases in the productivity of City operations each year, procurement of available grant funds to achieve special projects, and new commercial and industrial development that expands the economic base of the City.

- Create and administer programs designed to stimulate economic activity and enhance City revenues. This includes the development of quality neighborhoods, commercial activities, business support services, aggressive marketing, and establishing mutual support between the residential community and local businesses.

- Produce programs in compliance with the Economic Development Strategy Plan and the City's Focus General Plan Update 2040.

- Promote public annual events to businesses including decorations, music and activities within the Business Improvement District (BID) area.

- Continues preparing the Recognized Obligation Payment Schedule (ROPS) to the Department of Finance (DOF) and secure administrative costs to reduce General Fund expenditures.

2022-2023 Goals and Objectives

- Continue to implement the communication and marketing plan to improve and enhance aesthetics of materials and communication efforts.
- Continue hillside stabilization of Goodviews Abetment Project (GAP.)
- Evaluate, study, report, and provide recommendations to enhance community transportation.
- Evaluate current and future City facilities space needs and provide recommendations of viable solutions.

City Manager Department
FY 2022-2023 Preliminary Budget

2021-2022 Major Accomplishments

- Provided support to City Council to establish a City Council Strategic Plan FY 2021-2022
- Initiate maintenance and hillside stabilization of Goodviews Abetment Project (GAP.)
- Spearheaded partnerships to provide community vaccination and testing clinics for COVID-19
- Reopening of City facilities for in-person programs and services.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund - Administration	$0	$636,425	$636,425	$698,364
General Fund	$225,991	$0	$0	$0
Special Revenue	$75,986	$41,820	$41,820	$43,911
Enterprise	$247,312	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$549,289**	**$678,245**	**$678,245**	**$742,275**

Program: Successor Agency For The Former RDA

Program No.: 1203

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$120,215	$112,911	$112,911	$121,100
Services	$7,926,018	$59,224	$59,224	$59,376
Commodities	$1,341	$4,200	$4,200	$4,200
Internal Services	$1,050	$17,290	$17,290	$12,189
Capital Outlay	$0	$0	$0	$0
Debt Service	$5,378,476	$2,065,588	$2,065,588	$2,064,838
Total Expenditures	**$13,427,099**	**$2,259,213**	**$2,259,213**	**$2,261,702**
Authorized Full-Time Equivalent Positions	**0.40**	**0.40**	**0.40**	**0.40**

Programs Details

Under AB1X 26 redevelopment agencies were dissolved and replaced with Successor Agencies responsible for winding down the affairs of the redevelopment agencies including disposing of their assets. Under Resolution No. 11455 City of Monterey Park became the Successor Agency for its former redevelopment agency as well as retained housing assets and functions. The Successor Agency became operative on February 1, 2012. The Successor Agency continues preparing the Recognized Obligation Payment Schedule (ROPS) to the Department of Finance (DOF).

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Successor Agency	$5,565,740	$2,259,213	$2,259,213	$2,261,702
Total Expenditures	**$5,565,740**	**$2,259,213**	**$2,259,213**	**$2,261,702**

Program: Economic Development

Program No.: 1205

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$288,675	$327,740	$327,740	$265,056
Services	$3,796	$64,200	$64,200	$73,076
Commodities	$24,372	$38,700	$38,700	$38,700
Internal Services	$0	$75,530	$75,530	$87,705
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$316,843**	**$506,170**	**$506,170**	**$464,537**
Authorized Full-Time Equivalent Positions	**3.00**	**3.00**	**3.00**	**2.30**

Programs Details

The Economic Development Division is responsible for encouraging business investment opportunities, expanding the City's tax base, supporting business retention and attraction activities, and assisting business rebuilding efforts due to the pandemic. Staff provides assistance and support to local businesses, developers, and property owners, while balancing private sector needs with neighborhood quality of life issues. The Division also provides staff support to the Economic Development Advisory Commission and the Business Improvement District Advisory Committee, both of which have a common goal of building a solid economic foundation for the community.

The Division's specific service objectives include:

- Take steps to speed recovery after the worst of the health crisis, rebuild the local economy, and make recovery and growth more robust, resilient, and sustainable.

- Attract a variety of needed services, commercial/retail, and restaurant uses minimizing sales tax and revenue loss due to the pandemic and leakage to the surrounding communities enabling the City to provide the essential services to the community.

- Develop and maintain a marketing program promoting the City through various media.

- Work with the Economic Development Advisory Commission and the Business Improvement Advisory Committee to improve the City's image and sales tax base.

City Manager Department
FY 2022-2023 Preliminary Budget

2022-2023 Goals and Objectives

- *Promote collaborative and sustainable economic development*: Create a new economic development strategy centered on collaboration across City departments, EDAC/BIDAC, businesses, nonprofits, and other community stakeholders.

- *Ensure safe and orderly economic growth:* Encourage reinvestment and economic growth by attracting, retaining, and expanding businesses and high-quality developments that reflect community values, enhance the local tax base, and increase the living standards for Monterey Park.

- *Stimulate local business community growth*: Leverage the El Encanto facility and economic development partners to provide local small businesses, start-ups, and entrepreneurs free and low-cost expert consulting, practical training, and access to resources for growth and long-term success.

2021-2022 Major Accomplishments

- Successfully launched Monterey Park Rewards, an innovative smartphone-based shop local app created to address the struggles that local businesses face during the pandemic by rewarding residents and visitors for shopping and dining locally.

- Organized and conducted COVID-19 Economic Recovery Task Force meetings comprised of various community stakeholders and economic development partners to provide the City with recommendations for economic recovery during and post-pandemic.

- Focused on attracting high-quality and successful businesses, retaining existing businesses, and preventing sales tax leakage to neighboring cities.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund - Administration	$0	$0	$0	$0
General Fund	$244,406	$479,611	$479,611	$436,649
Special Revenue	$72,437	$26,559	$26,559	$27,887
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$316,843**	**$506,170**	**$506,170**	**$464,537**

Program: Media Production and Communications

Program No.: 1209

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$120,353	$116,035	$116,035	$195,559
Services	$10,349	$13,180	$13,180	$13,180
Commodities	$75,712	$88,938	$88,938	$88,938
Internal Services	$5,500	$28,350	$28,350	$34,111
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$211,914**	**$246,503**	**$246,503**	**$331,788**
Authorized Full-Time Equivalent Positions	**1.50**	**1.50**	**1.50**	**2.50**

Programs Details

The Media Production Division coordinates the City's Cable Television, general and community-based programming, and original productions. Additionally, the division also oversees the City's website and social media accounts. The Division also coordinates and assists the City Contractor with the publication of the Monterey Park CASCADES newspaper.

Service objectives are:

- Through a variety of media sources, provide communication and dissemination of information for events, projects, and cultural and recreational activities to residents and businesses in the City.

- Oversee the State's Cable Television Franchise Agreement and stay up to date on the latest changes in local, State and Federal regulations pertaining to cable television.

- Assist City Departments through the creation of brochures, cable programs, public service announcements and/or graphic design, to allow them to enhance, promote and inform residents of the various City programs, services, activities and events.

- Oversee the agreement for the City's website.

City Manager Department
FY 2022-2023 Preliminary Budget

2022-2023 Goals and Objectives

- Collaborate with website vendor and city staff to complete a visual redesign of the city website.
- Assist City Departments with completing their website "department header" projects.
- Continue to enhance community communications utilizing various methods including social media, e-newsletters, Cascades Newspaper, etc.

2021-2022 Major Accomplishments

- Produced original special programming for MPK-TV and streaming such as: the elected officials' statement on attacks on Asian Americans; El Encanto opening; police and fire chief's oaths; tree memorial ceremonies; MPK Rewards App launch; Holiday Snow Village; Veterans Day; Monster Mash; Fire Station 62 ribbon cutting; and Patriot Day.

- Assisted the Economic Development division in creating, implementing and marketing the Monterey Park Rewards app to local small businesses and residents.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund - Administration	$0	$0	$0	$325,790
General Fund	$154,744	$194,891	$194,891	$5,998
Special Revenue	$30,317	$8,342	$8,342	$0
Enterprise	$26,853	$43,270	$43,270	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$211,914**	**$246,503**	**$246,503**	**$331,788**

Program: Business Improvement Area No. 1

Program No.: 1111

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$0	$0	$0	$0
Services	$53,662	$89,539	$89,539	$89,539
Commodities	$0	$0	$0	$0
Internal Services	$0	$0	$0	$0
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$53,662**	**$89,539**	**$89,539**	**$89,539**
Authorized Full-Time Equivalent Positions	**0.00**	**0.00**	**0.00**	**0.00**

Programs Details

Pursuant to California Streets and Highway Code Section 36500 et seq, the Business Improvement District (BID) is allowed to impose an assessment on businesses within self-designated downtown areas, beyond the general business license tax. The revenue can be used for the following purposes:

- Public amenities such as benches, trash receptacles, fountains, kiosks and street lighting;
- Landscaping;
- Promotion of public events to promote businesses within the business district including decorations and music; and
- Creation of activities to promote businesses within the area.

Monterey Park established a business improvement district in 1983. The District encompasses the commercial area on Garvey Avenue, from Ramona to Nicholson, and Garfield Avenue from Emerson to south of Newmark Avenue.

2022-2023 Goals and Objectives

- *Improve district beautification:* Continue providing janitorial services and Christmas Holiday decorations to the district.

- *Stimulate district economic growth:* Continue collaboration with BIDAC to develop strategies to enhance economic growth within the district.

- *Support local district businesses hard hit by the pandemic:* Strive to cover the annual program cost for 2023 without increasing the assessment fees in support of district businesses negatively impacted by the pandemic.

2021-2022 Major Accomplishments

- Continued janitorial services within the district and added the Downtown parking lot on Garvey and Lincoln Avenues to the City's maintenance contract while minimizing the total maintenance cost for the BID compared to previous years.

- Continued Christmas decorations on Garvey Avenue within the district, while locking-in the contracted installation cost for the next two years as a hedge against inflation.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund - Administration	$0	$0	$0	$0
General Fund	$0	$0	$0	$0
Special Revenue	$53,662	$89,539	$89,539	$89,539
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$53,662**	**$89,539**	**$89,539**	**$89,539**

THIS PAGE INTENTIONALLY LEFT BLANK

City Clerk Department
FY 2022-2023 Preliminary Budget

Department Overview

The City Clerk is an elected position whose office is responsible to the electorate for administering the democratic processes such as elections, access to city records, and ensuring legislative actions are transparent and accessible to the public.

The Office of the City Clerk is a service department within the municipal government upon which the City Council, all City departments, and the general public rely for information regarding the operations and legislative history of the City. The City Clerk serves as the liaison between the public and City Council and provides related municipal services.

The statutes of the State of California prescribe the basic functions and duties of the City Clerk, and the Government Code and Elections Code provide precise and specific responsibilities and procedures to follow.

Programs and Services

The City Clerk is an elected position whose office is responsible to the electorate for keeping a complete and accurate record of City Council proceedings, maintaining official city records, supplying public information and conducting municipal elections according to the stipulations of State and Federal laws. Specific service objectives are:

- Ensure that legal requirements regarding public meetings, hearings, attestations and petitions are handled properly and according to applicable rules and laws.
- Accurately record the proceedings and actions of the City Council for legal references, historic information and continuity of government.
- Understand and administer the provisions of the Political Reform Act.
- Provide accurate technical and procedural support to the City Council.
- Maintain safe, efficient storage and use of official city documents and records.

City Clerk Department
FY 2022-2023 Preliminary Budget

- Ensure that municipal elections are conducted in an economical and error-free manner with maximum convenience to the voter, while complying with the Federal Voting Rights Act.
- Understand and administer the provisions of the Political Reform Act so that all related reports are filed in a timely manner according to law.
- Provide convenient voter registration services to citizens.
- Serve as a source of public information and referral.
- Maintain accurate records of all City Commissioner terms of office and posting of vacancies in accordance with state regulations; accept applications for commissions and arrangements for City Council interviews.

Department Budget Summary

Expenditures by Program					
Program Name	Program No.	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Preliminary
City Clerk	1301	$707,340	$478,154	$490,154	$719,585
Total Expenditures		**$707,340**	**$478,154**	**$490,154**	**$719,585**
Authorized Full-Time Equivalent Positions		**4.25**	**4.50**	**4.50**	**4.50**

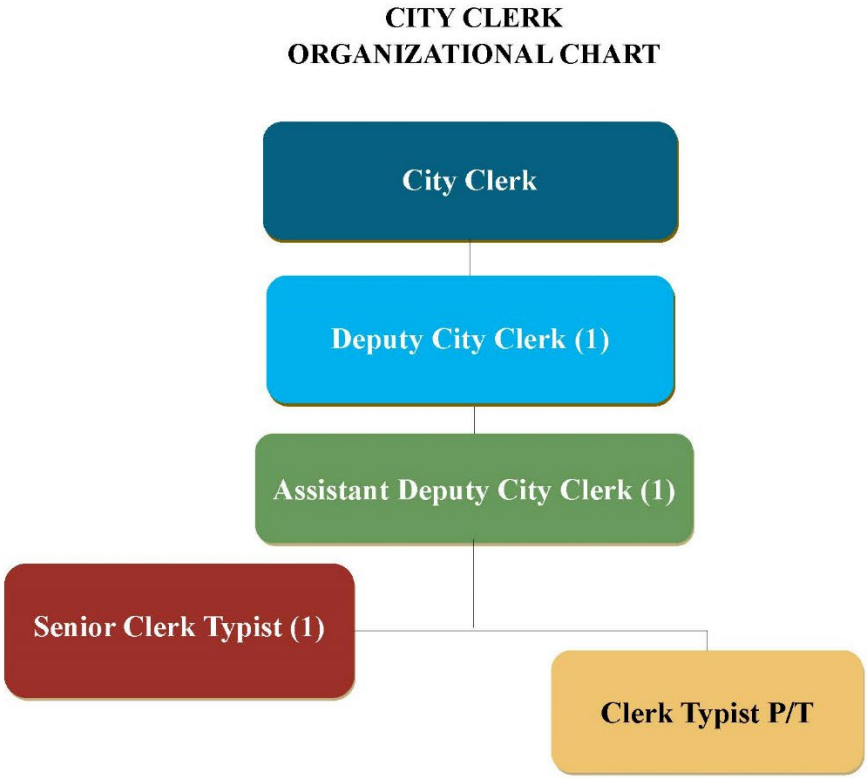
Department Personnel Summary

CITY CLERK - 1300						
City Clerk - Elected Official	**1**	**-**	**1**	**-**	**1**	**0.00**
Deputy City Clerk	**1**	**-**	**1**	**-**	**1**	**0.00**
Assistant Deputy City Clerk	**1**	**-**	**1**	**-**	**1**	**0.00**
Senior Clerk Typist	**-**	**-**	**1**	**-**	**1**	**0.00**
Clerk Typist	**-**	**0.50**	**-**	**0.50**	**-**	**0.50**
Minutes Clerk	**-**	**0.75**	**-**	**-**	**-**	**0.00**
CITY CLERK TOTAL	**3**	**1.25**	**4**	**0.50**	**4**	**0.50**

City Clerk Department

FY 2022-2023 Preliminary Budget

Department Organizational Chart



City Clerk Department

FY 2022-2023 Preliminary Budget

Program: City Clerk

Program No.: 1301

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Preliminary Budget
Salary and Benefits	$335,359	$323,487	$323,487	$326,447
Services	$337,669	$64,067	$76,067	$279,767
Commodities	$19,288	$25,800	$25,800	$26,800
Internal Services	$15,025	$64,800	$64,800	$86,571
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$707,340**	**$478,154**	**$490,154**	**$719,585**
Authorized Full-Time Equivalent Positions	**4.25**	**4.50**	**4.50**	**4.50**

Program Measurements

	Actual 2020-2021	Estimated 2021-2022	Projected 2022-2023
General Municipal Election	November 2020	Not an	November 2022
Voter Turnout	74.6%	Election Year	35%
Public Records Act Requests	378	367	440
Certificate Requests	116	443	600

2022-2023 Goals and Objectives

- Prepare, plan, and implement the General Municipal Election in November 2022 to fill council seats, a city clerk and a city treasurer seat, and possible ballot measure(s).
- Research cost effectiveness and the need for a Fair Political Practices Commission online reporting system to improve efficiency.
- Research cost effectiveness for implementation of a California Public Records Request tracking system to promote transparency and improve efficiency in response time.
- A continuous effort working toward identifying and improving processes, procedures, and implementing guidelines for working toward going green.

City Clerk Department
FY 2022-2023 Preliminary Budget

2021-2022 Major Accomplishments

- Implemented and streamlined the agenda process moving from paper format to digital format to improve effectiveness and efficiency and reduce paper product.

- Working with consultant National Demographics Corporation, implemented the 2021 redistricting map as directed by the City Council.

- Improved the efficiency of conducting council meetings via Zoom platform and incorporating a hybrid form of meetings to promote public participation.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Preliminary Budget
General Fund - Administration	$0	$451,954	$463,954	$692,076
General Fund	$548,151	$0	$0	$0
Special Revenue	$77,747	$26,200	$26,200	$27,510
Enterprise	$81,443	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$707,340**	**$478,154**	**$490,154**	**$719,585**

THIS PAGE INTENTIONALLY LEFT BLANK

City Treasurer Department
FY 2022-2023 Preliminary Budget

DEPARTMENT: City Treasurer

DIVISION: City Treasurer

DIVISION NO.: 1501

Department Budget Summary

Expenditures by Program					
Program Name	Program No.	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
City Treasurer	1501	$22,002	$33,207	$33,207	$30,863
Total Expenditures		**$22,002**	**$33,207**	**$33,207**	**$30,863**
Authorized Full-Time Equivalent Positions		**1.00**	**1.00**	**1.00**	**1.00**

Department Overview

The City Treasurer is an elected position and is responsible for overseeing the custody and investment of the City monies. Specific service objectives include:

- Receive and safely keep the City Funds and schedule their availability to meet cash disbursement requirements.
- Provide overall investment management and strategy in the order of safety, liquidity, and yield in order to safeguard public funds in accordance with the City's investment policy and State laws.
- Provide monthly and annual investment reporting to the City Council.
- Update and submit the City's investment policy reflecting current law changes to the City Council on an annual basis.

Significant Changes

There were no significant changes in Fiscal Year 2022-2023.

City Treasurer Department
FY 2022-2023 Preliminary Budget

Department Personnel Summary

CITY TREASURER - 1500						
City Treasurer - Elected Official	1	-	1	-	1	-
CITY TREASURER TOTAL	1	-	1	-	1	-

2022-2023 Goals and Objectives

- Continue evaluating investment options and investing City funds using the criteria of safety, liquidity, and yields.
- Continue reviewing City's investment policy and internal controls over investment and treasury functions to ensure the proper segregation of duties and asset safeguarding.
- Submit monthly and annual investment reports.

2021-2022 Major Accomplishments

- Presented Annual City Investment Policy to the City Council on September 15, 2021.
- Managed the City's investment portfolio prudently and conservatively in maximizing interest earnings during the 2021-2022 fiscal year.
- Continued receiving the Investment Policy Certificate of Excellence Award from the Association of Public Treasurers of the United States and Canada.

City Treasurer Department
FY 2022-2023 Preliminary Budget

Expenditures by Character

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$21,705	$25,792	$25,792	$22,453
Services	$0	$1,955	$1,955	$1,955
Commodities	$297	$360	$360	$360
Internal Services	$0	$5,100	$5,100	$6,095
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$22,002**	**$33,207**	**$33,207**	**$30,863**
Authorized Full-Time Equivalent Positions	**1.00**	**1.00**	**1.00**	**1.00**

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund - Administration	$0	$30,763	$30,763	$28,297
General Fund	$11,896	$0	$0	$0
Special Revenue	$3,619	$2,444	$2,444	$2,566
Enterprise	$6,487	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$22,002**	**$33,207**	**$33,207**	**$30,863**

THIS PAGE INTENTIONALLY LEFT BLANK

City Attorney Department
FY 2022-2023 Preliminary Budget

DEPARTMENT: **City Attorney**

DIVISION: **City Attorney**

DIVISION NO.: **1601**

Department Budget Summary

Expenditures by Program					
Program Name	Program No.	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Preliminary
City Attorney	1601	$601,173	$649,100	$649,100	$688,046
Total Expenditures		**$601,173**	**$649,100**	**$649,100**	**$688,046**
Authorized Full-Time Equivalent Positions		**0.00**	**0.00**	**0.00**	**0.00**

Department Overview

The City Attorney acts as the City's legal counsel. In this capacity, the City Attorney advises the City Council and Staff on legal matters relating to the operation of the municipal government and is responsible for the review and preparation of resolutions, ordinances, and agreements. The services of the City Attorney are provided via contractual services with a private legal firm.

In addition, special legal services for personnel matters, labor relations, and municipal code prosecutions that are provided by other private legal firms are also included in this Activity. Specific service objectives are:

- Provide expert legal advice to the City Council and its committees and commissions, as well as the City Manager, the Library Board of Trustees and all City departments so that policies are established, and programs administered according to the legal guidelines established by City, State and Federal laws.

- Ensure the City and its officers are properly represented in all actions arising from performance of City business.

- Ensure that all City ordinances, resolutions, agreements and contracts are correct as to form.

City Attorney Department
FY 2022-2023 Preliminary Budget

Significant Changes

There are no significant changes to report.

Expenditures by Character

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Preliminary Budget
Salary and Benefits	$0	$0	$0	$0
Services	$601,173	$649,100	$649,100	$688,046
Commodities	$0	$0	$0	$0
Internal Services	$0	$0	$0	$0
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$601,173**	**$649,100**	**$649,100**	**$688,046**
Authorized Full-Time Equivalent Positions	**0.00**	**0.00**	**0.00**	**0.00**

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Preliminary Budget
General Fund - Administration	$0	$649,100	$649,100	$688,046
General Fund	$373,143	$0	$0	$0
Special Revenue	$465	$0	$0	$0
Enterprise	$227,564	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$601,173**	**$649,100**	**$649,100**	**$688,046**

Management Services Department
FY 2022-2023 Preliminary Budget

Department Overview

The goals of Management Services Department are: to employ best practices and be transparent in financial management, to strengthen and make judicious use of financial resources to achieve and build City financial resilience, and to focus on internal and external customer services in various support services. The Department works to preserve a strong financial condition by creating responsible financial strategies, effectively managing the City's resources, and providing analysis and recommendations that ensure optimal economic outcomes.

Programs and Services

The Management Services Department provides centralized revenue collection, financial planning, budgeting, reporting and analysis, treasury and investment, debt management, grant accounting, purchasing, accounts payable, payroll, and audits. In addition, the Department establishes and maintains the City's administrative policies and procedures for internal controls. The Department follows Federal and State laws, rules, and regulations to prepare many mandated reports.

The Management Services Department oversees and maintains the City's information systems and communication systems. The Department maintains a customer service counter and serves as the central cashiering point for the City. It prepares utility billing and administers laws related to business license, utility tax, transient occupancy tax, admissions tax, and franchise tax.

In addition, the City's HUD CDBG, Home, and Housing programs are also managed by the Management Services Department, under Activity 1405, Community Assistance Housing.

Management Services Department
FY 2022-2023 Preliminary Budget

Department Budget Summary

Expenditures by Program					
Program Name	Program No.	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Finance	1403	$972,718	$1,356,388	$1,356,388	$1,483,506
Data Processing	1404	$675,751	$568,322	$593,322	$1,889,008
Community Housing Assistance	1405	$2,006,208	$1,032,962	$1,032,962	$1,052,730
Revenue Collection	1406	$550,047	$687,496	$687,496	$1,009,382
Central Support Services	1407	$449,348	$602,864	$602,864	$868,489
Communication/Duplication	1408	$273,580	$308,855	$308,855	$0
Total Expenditures		**$4,927,652**	**$4,556,886**	**$4,581,886**	**$6,303,116**
Authorized Full-Time Equivalent Positions		**18.00**	**18.95**	**20.50**	**21.50**

Significant Changes

The Data Processing Division, 1404, has been renamed to Information Technology (IT). Beginning in Fiscal Year 2022-2023, the division will be comprised of both City staff and contracted services. There are three factors driving this approach: the City's need to maintain control of its data for security purposes, the cost-effectiveness of contracted some of the services and the desire for an IT division to respond ask quickly as possible to rapidly changing business needs. We anticipate this approach to be the most appropriate for the City of Monterey Park.

The Communication and Duplication Division, 1408, was dissolved. The FTEs and services were moved to Divisions 1404, 1406 or 1407. IT Division, 1404, is now responsible for Communications including land line telephones, data cabling, and cellular telephones. Central Support Services Division, 1407, is now responsible for the mailroom coordination and its equipment.

Management Services Department
FY 2022-2023 Preliminary Budget

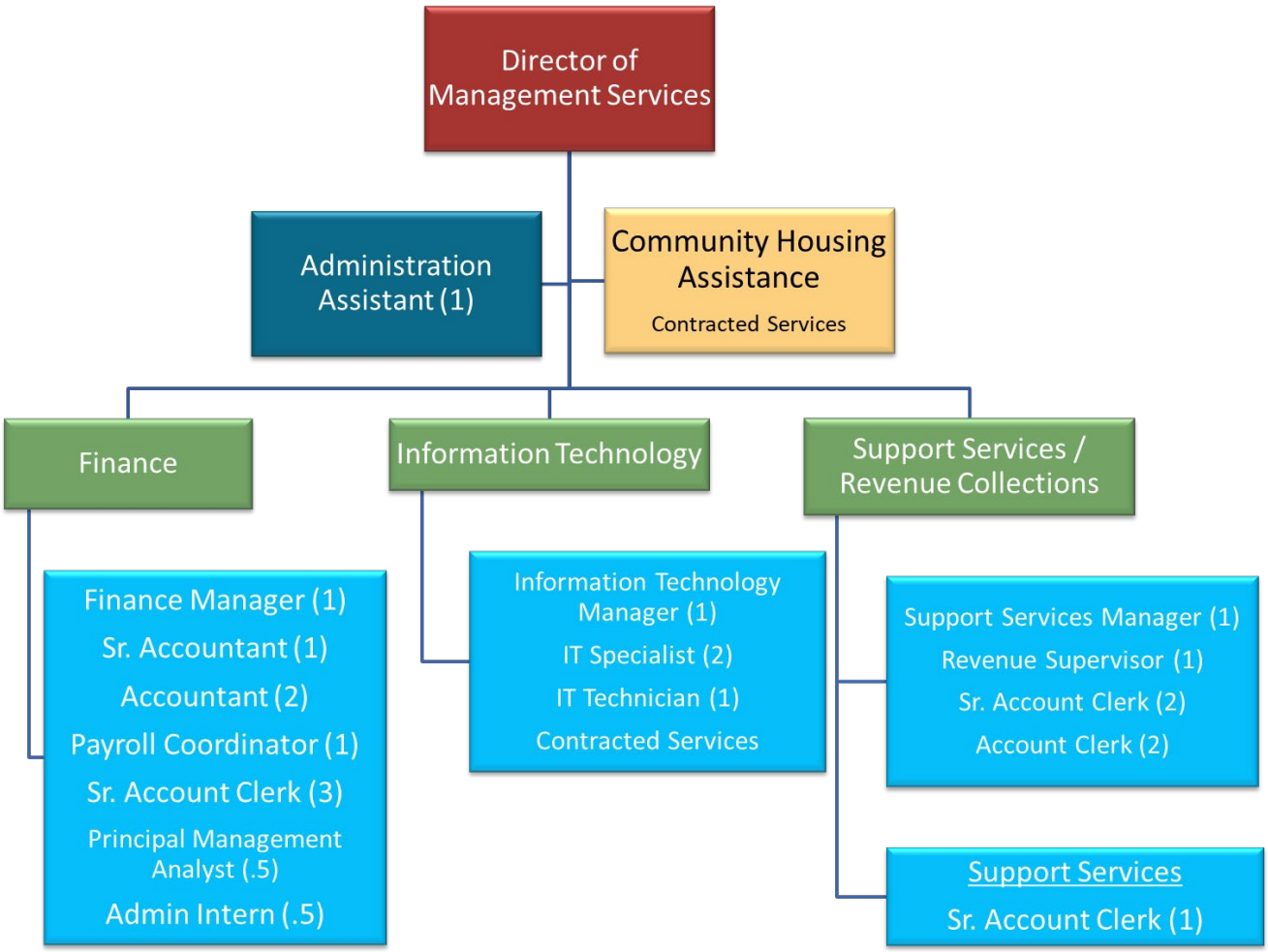
Department Personnel Summary

MANAGEMENT SERVICES - 1400						
Director of Management Services	1	-	1	-	1	0.00
Account Clerk	1	0.95	1	0.95	1	1.00
Accountant	1	1.00	2	-	2	0.00
Admin Intern	-	0.50	-	0.50	0	0.50
Admin Secretary	1	-	1	-	1	0.00
Finance Manager	1	-	1	-	1	0.00
Information System Specialist	1	-	1	-	2	0.00
Information Technology Manager	-		1	-	1	0.00
Information Technology Technician	-	-	1	-	1	0.00
Payroll Technician	1	-	1	-	1	0.00
Principal Management Analyst	-	-	-	0.50	0	0.50
Senior Account Clerk	6	-	6	-	6	0.00
Senior Accountant	0.50	-	0.50	-	0.50	0.00
Support Services Manager	1	-	1	-	1	0.00
Support Services Supervisor	1	-	1	-	1	0.00
MANAGEMENT SERVICES TOTAL	16	2.45	18.50	1.95	19.50	2.00

Management Services Department

FY 2022-2023 Preliminary Budget

Department Organizational Chart



Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund - Administration	$0	$2,619,243	$2,619,243	$2,702,665
General Fund	$634,419	$0	$0	$0
Special Revenue	$2,243,982	$1,167,789	$1,167,789	$1,183,922
ARPA	$0	$0	$0	$830,083
Enterprise	$1,405,726	$222,197	$222,197	$549,219
Internal Service	$643,525	$547,657	$572,657	$1,037,227
Total	**$4,927,652**	**$4,556,886**	**$4,581,886**	**$6,303,116**

Management Services Department

FY 2022-2023 Preliminary Budget

Program: Finance

Program No.: 1403

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$879,122	$858,488	$858,488	$918,720
Services	$43,019	$264,700	$264,700	$307,810
Commodities	$21,652	$22,300	$22,300	$22,300
Internal Services	$28,925	$210,900	$210,900	$234,676
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$972,718**	**$1,356,388**	**$1,356,388**	**$1,483,506**
Authorized Full-Time Equivalent Positions	**9.10**	**9.10**	**9.65**	**9.65**

Programs Details

The Accounting Division is responsible for the accounting operations of the City, which includes cash management, debt administration, accounts payable, accounts receivable, payroll, grant accounting, auditing, financial reporting, and the development and monitoring of the City Budget.

Finance prepares various financial reports to City Council, City management and departments for fiscal monitoring. Finance also publishes the City's Annual Comprehensive Financial Report, Single Audit Report, Cost Allocation Plan, Investment Report, Midyear Financial Report, and Budget Manual, and prepares the citywide lighting and landscaping assessment district tax submittals.

Finance maintains the City's financial records and prepares financial reports to various State and Federal agencies. Finance works with City Treasurer in monitoring the City's cash flow and investing idle funds in accordance with the City's investment policy.

Management Services Department
FY 2022-2023 Preliminary Budget

PROGRAM MEASUREMENTS

The City's Annual Budget and the Comprehensive Annual Financial Report, prepared by the Finance Division, have received numerous awards for excellence from various professional organizations at both the state and national levels.

	Actual 2020-21	Estimated 2021-22	Projected 2022-23
Number of years received awards from Government Finance Officers Association (GFOA) and California Society of Municipal Finance Officers Association (CSMFO) for excellence in budgeting.	30	31	32
Number of years received awards from GFOA for excellence in financing reporting.	32	33	34
Number of audits performed.	13	13	13

2022-2023 Goals and Objectives

- Issue a Request for Proposal for the City's new Independent Auditors
- Continue the task of implementing Phase II of the new Enterprise Resource Planning (ERP) System.
- Continue to analyze and monitor sales tax and property tax revenues generated from the Monterey Park Market Place and the hotel projects.
- Implement new utility rates to improve and enhance City Water and Sewer infrastructure.
- Review and update administrative policies and procedures.

2021-2022 Major Accomplishments

- Implemented the Tyler Munis Payroll Module
- Implemented the Tyler Munis Financial Data Transparency Tool (Module) found at https://montereyparkca.finance.socrata.com/#!/dashboard.

- Issued a sales tax revenue bond Series 2021 for street resurfacing.
- Received awards for excellence from (GFOA) and (CSMFO) for the City's 2021-22 Annual Budget and from (GFOA) for the 2020-21 Comprehensive Annual Financial Report.
- Implemented tight budget controls to tackle the lowered revenue due to COVID-19.

Management Services Department
FY 2022-2023 Preliminary Budget

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund - Administration	$0	$1,288,367	$1,288,367	$1,412,084
General Fund	$291,675	$0	$0	$0
Special Revenue	$142,755	$68,021	$68,021	$71,422
Enterprise	$503,838	$0	$0	$0
Internal Service	$34,450	$0	$0	$0
Total Expenditures	**$972,718**	**$1,356,388**	**$1,356,388**	**$1,483,506**

Management Services Department
FY 2022-2023 Preliminary Budget

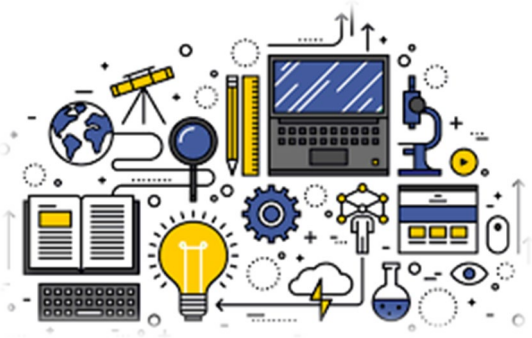
Program: Information Technology

Program No.: 1404

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$163,602	$252,416	$252,416	$382,149
Services	$420,632	$269,406	$294,406	$567,000
Commodities	$13,832	$12,000	$12,000	$66,451
Internal Services	$1,845	$34,500	$34,500	$97,776
Capital Expenditures	$0	$0	$0	$775,632
Debt Service	$75,841	$0	$0	$0
Total Expenditures	**$675,751**	**$568,322**	**$593,322**	**$1,889,008**
Authorized Full-Time Equivalent Positions	**1.00**	**2.00**	**3.00**	**4.00**

Programs Details

The Information Technology Division (IT) has the responsibility of supporting and maintaining the computer and network infrastructure, all IT related hardware, approved software, and operating systems used by the City of Monterey Park agency. In addition, IT is responsible for the design, build out, and integration of new infrastructure and technology solutions needed to meet demands; for ensuring security of the environment by configuring, maintaining, and supporting firewalls, anti-virus/anti-malware tools, spam filtering, and backups for all application server; and evaluating the short and long-term technology needs of both the organization and community to facilitate the efficient delivery of services and promote continued economic development.



Services

- Designs, builds, and integrates new infrastructure and technology solutions as needed
- Ensures security of the technology environment.
- Provides desktop support for approximately 500 computers and 100 tablets.
- Provides application support for over 300 different software applications.
- Provides Phone support for approximately 450 desk phones and 50 cell phones.
- Supports and maintains network file servers, network and wireless infrastructure, telephone and e-mail systems.

- Supports and maintains technology infrastructure (Local Area Network) switches, database servers, firewalls, application servers, routers for connectivity between sites.

- Supports and Maintain data systems Tyler MUNIS ERP, CRW for Permits, Microsoft SQL Server, Microsoft Windows Server, Microsoft SharePoint, West Covina CAD/RMS (Police), ESRI Geographic Information Systems (GIS), Laser fiche document management, Chameleon Animal Care and Control, Microsoft Exchange eMail, ActiveNet program registration, Granicus for streaming public meetings, VMWare virtualization, Veeam backup and recovery, Other departmental system applications.

2022-2023 Goals and Objectives

- Implement segmentation of Network to improve security
- Upgrade Servers to a more up to date Operating System
- Remove all desktops that have reached end of life support
- Upgrade firewalls that have reached end of life support
- Upgrade city wide internet from 300Mbps to 1 Gps
- Upgrade current PBX Phone System with a hybrid PBX/VoIP System

2021-2022 Major Accomplishments

- Upgrade All City infrastructure switches from 10/100 switches to 10/100/1000
- Upgrades City and PD Virtual Machine Servers to state of the art servers
- Implementing a robust onsite back up system
- Implementing Veeam cloud storage with Ransomware protection
- Upgraded 100 workstations with current Windows Operating Systems
- Implemented a regular schedule for Vulnerability scanning of internal/external systems
- Implementing a system of tracking accounts and access of employees being changed positions

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund - Administration	$0	$0	$0	$0
General Fund	($1,964)	$0	$0	$0
Special Revenue	$42,527	$20,665	$20,665	$21,698
ARPA	$0	$0	$0	$830,083
Enterprise	$26,114	$0	$0	$0
Internal Service	$609,074	$547,657	$572,657	$1,037,227
Total Expenditures	**$675,751**	**$568,322**	**$593,322**	**$1,889,008**

Program: Community Housing Assistance

Program No.: 1405

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$33,887	$26,815	$26,815	$28,155
Services	$1,463,419	$478,380	$478,380	$478,380
Commodities	$17	$592	$592	$592
Internal Services	$0	$0	$0	$0
Capital Outlay	$0	$0	$0	$0
Debt Service	$508,886	$527,175	$527,175	$545,603
Total Expenditures	**$2,006,208**	**$1,032,962**	**$1,032,962**	**$1,052,730**
Authorized Full-Time Equivalent Positions	**0.00**	**0.10**	**0.10**	**0.10**

Programs Details

Responsibilities within this activity include general administration of the City's Community Development Block Grant (CDBG) program and Home/Housing programs. HUD grant funds received annually from the U.S. Department of Housing and Urban Development (HUD), are the primary source of funding for the Division's activities.

Community Development Block Grant (CDBG) funds are utilized to provide assistance with fair housing, repayment of a Section 108 loan and to cover administrative costs.

The HOME program, distinct from the CDBG program, provides funds only for affordable housing activities. Acquisition, rehabilitation, rental assistance, and new construction are all eligible uses for the program monies. The City is allowed two years to commit and five years to exhaust its annual HOME entitlement. The City continues to use its HOME funds to provide loans and lead-based paint abatement grants to income qualified homeowners through its Residential Rehabilitation Program.

Under the CARES Act enacted by Congress on March 27, 2020, the City received CDBG-CV funds to prepare, prevent and respond to the COVID-19 virus. These funds can be used to provide assistance to local businesses and residents who have been affected by the virus.

Through the American Rescue Plan Act of 2021, the City was allocated a one-time HOME-ARP grant. This primary objective of this grant is to assist individuals or households who are homeless, at risk of homelessness, and other vulnerable populations, by providing housing, rental assistance,

supportive services, and non-congregate shelter, to reduce homelessness and increase housing stability across the country.

Under AB 1x26 redevelopment agencies are dissolved and replaced with Successor Agencies responsible for winding down the affairs of the former redevelopment agency including disposing of their assets. The City continues receiving repayment of SERAF and Housing Deferral funds from the State Department of Finance once the State approves the repayment schedule. The City will continue evaluating various affordable housing projects and programs.

PROGRAM MEASUREMENTS

CDBG

	Actual 2020-21	Estimated 2021-22	Projected 2022-23
Agencies assisted from Community Fund	1	1	1
Number of Housing Rights Center clients assisted	93	120	120
Business Assistance (COVID-19)	35	0	0

HOME

Residential Rehab Participants	1	3	5
Tenant Based Rental Assistance	31	0	0
Homeless Supportive Services	0	0	20

2022-2023 Goals and Objectives

- Continue to proactively identify recipients and provide community fund assistance to local organizations, businesses and residents with an emphasis on activities that respond the affects of the COVID-19 virus.
- Create a transitional housing support services program to assist persons and households experiencing homelessness.

- Continue implementing all goals as identified in the City of Monterey Park 2020-2024 Five-Year Consolidated Plan.

2021-2022 Major Accomplishments

- Proactively identified recipients and provided community fund assistance to local organizations, businesses and residents with an emphasis on activities that respond to the effects of the COVID-19 virus.
- Began implementing all goals as identified in the City of Monterey Park 2020-2024 Five-Year Consolidated Plan.
- Promoted fair housing through the Housing Rights Center by assisting over 90 residents.
- Began developing a plan for the implementation of a transitional housing and supportive services program in collaboration with the Monterey Park Police Department.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund - Administration	$0	$0	$0	$0
General Fund	$19,018	$0	$0	$0
Special Revenue	$1,987,191	$1,032,962	$1,032,962	$1,052,730
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$2,006,208**	**$1,032,962**	**$1,032,962**	**$1,052,730**

Management Services Department
FY 2022-2023 Preliminary Budget

Program: Revenue Collection

Program No.: 1406

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$506,501	$451,560	$451,560	$601,044
Services	$1,205	$79,606	$79,606	$248,056
Commodities	$2,928	$16,000	$16,000	$16,000
Internal Services	$39,414	$140,330	$140,330	$144,282
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$550,047**	**$687,496**	**$687,496**	**$1,009,382**
Authorized Full-Time Equivalent Positions	**5.34**	**5.00**	**5.00**	**5.50**

Programs Details

This activity provides for a range of revenue-related services, including preparing the Master Schedule of Fees and Charges, accounts receivable, cashiering services, the billing and collection of license fees and utility charges, the processing of applications for new businesses and water and trash services, the processing of special permits, the issuance of business licenses and the collection of delinquent accounts. Specific service objectives are:

- Ensure prompt and courteous customer services
- Collect all money received by the City
- Maintain information on water utility, trash and business license services
- Bill and collect for water/trash accounts every two months
- Bill and collect yearly for business licenses
- Ensure prompt and courteous enforcement of the City's business license regulations
- Administer and monitor revenue programs for the Transient Occupancy Tax, Admissions Tax, and Utility Users Tax
- Administer and monitor Utility Users Tax Exemption Program and the lifeline rates for water and rubbish services

Management Services Department
FY 2022-2023 Preliminary Budget

PROGRAM MEASUREMENTS

	Actual 2020-21	Estimated 2021-22	Projected 2022-23
Business Licenses Issued	4,297	4,383	4,500
Utility Bills Mailed	80,450	81,000	81,400

2022-2023 Goals and Objectives

- Assist with RFP for new banking service and assist finance division for a smooth and seamless transition to the new selected bank.
- Continue to work with utility rate consulting firm and establish Proposition 218 utility rates.
- Establish payment tablet at public works department counter for residents to utilize the City's payment portal to streamline payment process.

2021-2022 Major Accomplishments

- Successfully awarded agreement to utility rate consulting firm and conducted preliminary work to establish proposed new rates for Proposition 218 process.
- Took lead on preparing revenue projections and preparing CIP project list and funding for new year budget.
- Implemented new version of Tyler Cashiering to streamline cash receipts process.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund - Administration	$0	$447,029	$447,029	$440,980
General Fund	$53,132	$0	$0	$0
Special Revenue	$14,950	$18,270	$18,270	$19,183
Enterprise	$481,965	$222,197	$222,197	$549,219
Internal Service	$0	$0	$0	$0
Total Expenditures	**$550,047**	**$687,496**	**$687,496**	**$1,009,382**

Management Services Department
FY 2022-2023 Preliminary Budget

Program: Central Support Services

Program No.: 1407

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$264,309	$226,082	$226,082	$294,993
Services	$161,016	$284,137	$284,137	$480,037
Commodities	$3,458	$6,315	$6,315	$15,280
Internal Services	$20,565	$86,330	$86,330	$78,179
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$449,348**	**$602,864**	**$602,864**	**$868,489**
Authorized Full-Time Equivalent Positions	**1.82**	**2.00**	**2.00**	**2.25**

Programs Details

This division assists all City Departments with the following services:

- Assist City departments with the purchase of supplies and services at best value for use by the City departments.
- Assist City departments in evaluation of most cost effective services and supplies.
- Assist City departments in setting up the best specifications for the acquisition of needed supplies and services needed.
- Ensure that supplies and equipment requiring central storage are maintained in a safe, readily accessible, and economical manner.
- Review and evaluate office automation technology.
- Report ICR (Independent Contractor Reporting) to the State.
- Monitor & maintain the City's GoMPK Service Request System.
- Oversee the City's custodial contract for City Hall and various City facility cleaning.
- Maintain the City's postage equipment and coordinate mailroom pickup and sorting of departmental and US Mail.

Management Services Department
FY 2022-2023 Preliminary Budget

PROGRAM MEASUREMENTS

	Actual 2020-21	Estimated 2021-22	Projected 2022-23
GoMPK Submissions from residents and staff	4,052	6,400	6,800

2022-2023 Goals and Objectives

- Work with GoMPK program developers to maximize the application for both City staff as well as our customers.

2021-2022 Major Accomplishments

- Successfully assisted in upgrading new version of Munis and conducted refresher training for City staff on contract and purchase order entry.
- Issued a Request for Proposals (RFP) and awarded a contract for Citywide janitorial services.
- Implemented new electronic agreement routing software for streamlined contract routing.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund - Administration	$0	$584,875	$584,875	$849,601
General Fund	$199,757	$0	$0	$0
Special Revenue	$44,258	$17,989	$17,989	$18,889
Enterprise	$205,333	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$449,348**	**$602,864**	**$602,864**	**$868,489**

Human Resources and Risk Management Department

FY 2022-2023 Preliminary Budget

Department Overview

The Human Resources & Risk Management Department is responsible for the administration of a comprehensive personnel system based on merit principles and the City's risk management program. Its primary function is to provide recruitment, employment, employee relations and training services to other City departments and to minimize risk exposure through loss prevention and control.

Department Budget Summary

Expenditures by Program					
Program Name	Program No.	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Human Resources	1801	$441,794	$679,469	$729,469	$850,330
Risk Management	1802	$597,518	$498,370	$498,370	$628,396
Total Expenditures		**$1,039,312**	**$1,177,838**	**$1,227,838**	**$1,478,726**
Authorized Full-Time Equivalent Positions		**6.00**	**6.00**	**6.00**	**6.00**

Programs and Services

The Human Resources Division is the core of the City's employment, benefit administration and training operations. HR centralizes recruitment and selection, job classifications, benefits, employment records management, employer/employee relation's administration, employee development programs and contract negotiations.

The Risk Management Division provides loss prevention control services, which includes insurance procurement, claims process management for property, workers compensation, general liability losses, and oversight of the City's safety management and training programs.

Significant Changes

There were no significant changes for Fiscal Year 2022-2023.

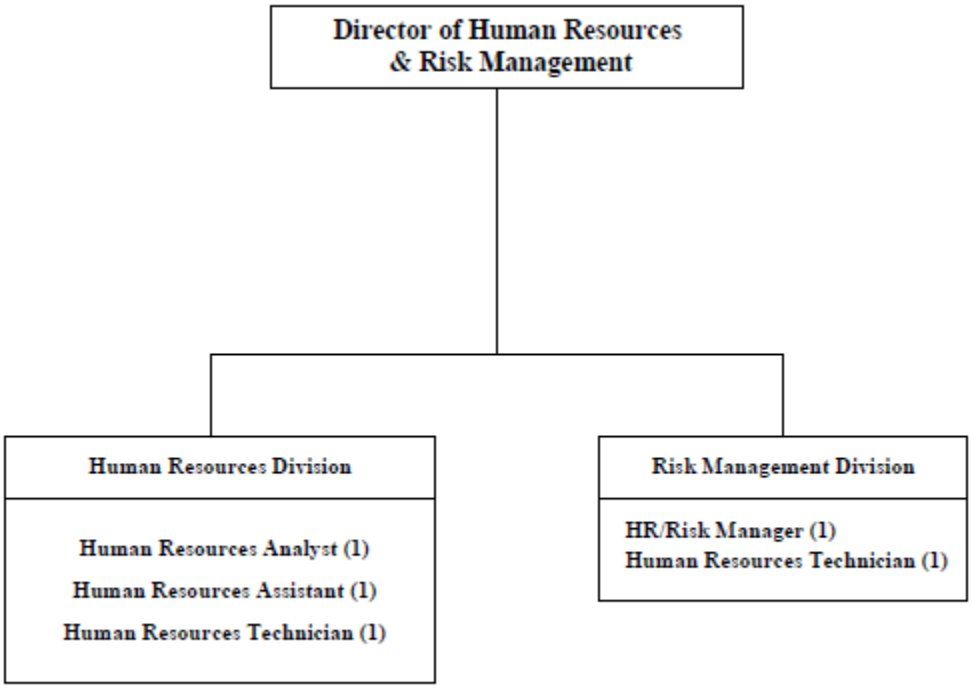
Human Resources and Risk Management Department

FY 2022-2023 Preliminary Budget

Department Personnel Summary

HUMAN RESOURCES AND RISK MANAGEMENT - 1800						
Director of Human Resources/Risk Management	1	-	1	-	1	0.00
Human Resources Analyst	1	-	1	-	1	0.00
Human Resources Assistant	1	-	1	-	1	0.00
Human Resources Technician	1	-	2	-	2	0.00
Senior Management Analyst	1	-	-	-	0	0.00
Human Resources/Risk Manager	-	-	1	-	1	0.00
Senior Clerk Typist	-	0.50	-	-	0	0.00
Clerk Typist	-	0.50	-	-	-	0.00
HR AND RISK MANAGEMENT TOTAL	5	1	6	-	6	0.00

Department Organizational Chart



Human Resources and Risk Management Department

FY 2022-2023 Preliminary Budget

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund - Administration	$0	$487,042	$537,042	$601,191
General Fund	$515,478	$0	$0	$0
Special Revenue	$77,670	$59,235	$59,235	$62,197
Enterprise	$215,984	$0	$0	$0
Internal Service	$230,181	$631,561	$631,561	$815,338
Total	**$1,039,312**	**$1,177,838**	**$1,227,838**	**$1,478,726**

Human Resources and Risk Management Department
FY 2022-2023 Preliminary Budget

Program: Human Resources

Program No.: 1801

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$220,202	$359,219	$359,219	$476,557
Services	$204,399	$240,950	$290,950	$273,400
Commodities	$3,793	$6,100	$6,100	$6,100
Internal Services	$13,400	$73,200	$73,200	$94,273
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$441,794**	**$679,469**	**$729,469**	**$850,330**
Authorized Full-Time Equivalent Positions	**3.50**	**3.50**	**3.50**	**3.50**

Programs Details

The Human Resources Division supports all departments by providing a wide range of personnel services, which are divided among the following separate, but integrated program areas:

Employee Development: Training and development programs to enhance employees' job skills and abilities as well as assist them in achieving career development goals. Supervisory training, tuition reimbursement for approved formal education, and in-house workshops are coordinated by and funded through the Human Resources Division. During the upcoming 2022-23 fiscal year, employee training will focus on continued professional development, compliance, and loss prevention programs. The department provides comprehensive training opportunities through various resources, including membership in professional organizations such as a Joint Power Authority risk pool, the San Gabriel Valley - Employment Relations Consortium, SCPMA-HR, as well as training provided by contract and in-house Human Resources staff and on-line venues.

Employee Relations: An effective program of employer/employee relations has been built through the negotiation process and through administration of labor contracts with the City's eight represented employee groups. This also includes employee and supervisory counseling on personnel policies, procedures and best practices, providing assistance in handling employee grievances and disciplinary actions, negotiation and implementation of new labor contract provisions, communication meetings with labor representatives, and promoting new programs to enhance the quality, efficiency and responsiveness of municipal services.

Recruitment and Selection: Recruitment and selection activities include job analyses, advertising, focused outreach efforts, testing administration, pre-employment medical examinations, comprehensive background checks, including Live Scan fingerprinting, reference checks and other testing as needed. This section also ensures that recruitment efforts are in compliance with adopted merit system requirements and related employment laws.

Employee Benefits: The City provides a comprehensive group benefits program, including medical insurance obtained through CalPERS, dental insurance, long-term disability, life insurance, vision insurance, deferred compensation, an employee assistance program (EAP), Flexible Spending Account (FSA), Dependent Care Account (DCA), and retired medical savings plan (Health Reimbursement Account, PORAC Retiree Healthcare Trust, Health Savings Account) and retirement plans.

Personnel Management: The City reviews and revises class specifications, administrator employee performance evaluations, digitize and modernize Monterey Park HR with the GRM document management system and develop administrative policies and procedures relating to personnel issues. For 2022-2023, Human Resources will conduct a City-wide classification and compensation study to update class specifications and review compensation with local public sector market.

Occupational Health: Activities that ensure employment candidates and employees are medically and psychologically qualified for the job. Additionally, the Division coordinates Fire Department biennial physicals, medical examinations for respiratory fitness, DMV Class B license renewal, Hepatitis A inoculations for first responders, fitness-for-duty medical evaluations and statutory drug testing.

2022-2023 Goals and Objectives

- Negotiate with non-sworn employee association groups with Memorandums of Understanding expiring June 30, 2023.
- Conduct a City-wide classification and compensation study.
- Evaluate recruitment strategies and City branding for recruitment processes and procedures.

2021-2022 Major Accomplishments

- Assisted Management Services with implementing Munis – Human Resources and Payroll module.
- Continued to monitor practices, procedures and policies related to COVID-19 pandemic.

- Negotiations with sworn employee association groups with Memorandums of Understanding expiring June 30, 2022.

- In FY2021-2022, hired 63 employees – 30 full-time and 33 part-time employees.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund - Administration	$0	$487,042	$537,042	$601,191
General Fund	$320,969	$0	$0	$0
Special Revenue	$24,381	$25,965	$25,965	$27,263
Enterprise	$75,844	$0	$0	$0
Internal Service	$20,601	$166,462	$166,462	$221,875
Total Expenditures	**$441,794**	**$679,469**	**$729,469**	**$850,330**

Human Resources and Risk Management Department

FY 2022-2023 Preliminary Budget

Program: Risk Management

Program No.: 1802

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$268,699	$422,810	$422,810	$476,852
Services	$316,637	$39,410	$39,410	$39,900
Commodities	$986	$1,450	$1,450	$1,450
Internal Services	$7,850	$34,700	$34,700	$110,195
Capital Outlay	$0	$0	$0	$0
Debt Service	$3,346	$0	$0	$0
Total Expenditures	**$597,518**	**$498,370**	**$498,370**	**$628,396**
Authorized Full-Time Equivalent Positions	**2.50**	**2.50**	**2.50**	**2.50**

Programs Details

The Risk Management Division serves to protect the personnel and physical assets of the City from injury and loss. To accomplish this, a variety of program services are established including: identification and measurement of potential losses, loss prevention, programs for elimination of unsafe working conditions, safety training, insurance purchase, and claims handling for liability, property damage, unemployment, and workers' compensation.

The City maintains General Liability and Auto Liability insurance coverage through the City's participation in a Joint Power Authority risk sharing pool for Liability and Workers Compensation Programs.

The Risk Management Division seeks to minimize the City's financial exposure by ensuring that tort liability claims are processed and brought to closure as expeditiously as possible, fully investigating all claims, and by subrogating claims where third party liability exists, to recover losses.

The City maintains workers compensation insurance coverage to statutory limits per occurrence (policy will pay out per statute with no coverage limit) through the City's participation in a Joint Power Authority risk sharing pool Workers Compensation Program. The Risk Management Division seeks to minimize the City's workers compensation financial exposure by performing risk exposure analysis, loss control programs, and by thorough claim investigation, evaluation and processing, and continuing an active safety training program for employees.

Human Resources and Risk Management Department
FY 2022-2023 Preliminary Budget

The Risk Management Division manages the City's insurance and self-insurance programs for property, public official bonds, automobile, and property damage. The division tracks and administers the City's unemployment insurance claims as well.

PROGRAM MEASUREMENTS

LIABILITY CLAIMS FILED

	Actual 2019-2020	Actual 2020-2021	Actual 2021-2022*
Community Development	0	0	0
Fire	0	1	1
General Government	2	2	3
Management Services	1	0	0
Police	4	4	2
Public Works	38	24	13
Recreation & Comm Svc	1	0	0
TOTAL	46	31	19

*As of April 26, 2022

WORKERS' COMPENSATION CLAIMS FILED

	Actual 2019-2020	Actual 2020-2021	Actual 2021-2022*
Fire	8	18	10
General Government	0	0	0
Library	0	1	0
Management Services	0	0	2
Police	27	26	31
Public Works	5	3	4
Recreation & Comm Svc	1	1	0
TOTAL	41*	49*	47*

*Includes all claims that are OSHA recordable. As of April 26, 2022

2022-2023 Goals and Objectives

- Transition risk pool membership to an alternate Joint Power Authority to realize premium savings.
- Prepare and solicit Request for Proposals for Third-Party Administration Services for Liability and Workers' Compensation programs.
- Transition Liability and Workers' Compensation claims to electronic format.

Human Resources and Risk Management Department
FY 2022-2023 Preliminary Budget

2021-2022 Major Accomplishments

- Reduced number of litigated liability claims filed.
- Solicited and evaluated proposals for membership from alternate Joint Power Authorities.
- Initiated transition of Liability and Workers' Compensation claims to electronic format.
- Subrogation efforts produced recovery of over $40,000.

Funding Sources by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund - Administration	$0	$0	$0	$0
General Fund	$194,509	$0	$0	$0
Special Revenue	$53,289	$33,271	$33,271	$34,934
Enterprise	$140,140	$0	$0	$0
Internal Service	$209,580	$465,099	$465,099	$593,462
Total Expenditures	**$597,518**	**$498,370**	**$498,370**	**$628,396**

THIS PAGE INTENTIONALLY LEFT BLANK

Community Development Department

FY 2022-2023 Preliminary Budget

Department Overview

The Community Development Department reviews all residential, commercial, and industrial projects in the city. The Planning Division writes and updates the City's General Plan and Specific Plans as well as Municipal Code Amendments to implement the General Plan. The Department reviews all projects for zoning compliance, processes zoning and land division applications and prepares/reviews all environmental assessments and reports. The Building Division reviews all building and construction plans for compliance with applicable building codes, issues permits, and inspects all buildings during construction phases. The Department also coordinates the development process with other City departments and agencies.

Programs and Services

Building and Safety Division

The Building and Safety Division enforces Title 16 of the Monterey Park Municipal Code. Division personnel are also required to enforce through plan check and site inspections the Uniform Building Codes (i.e., Building, Plumbing, etc.), as well as State and Federal regulations relating to the construction of structures and their safety. This Division's personnel must also maintain a high degree of knowledge and expertise in the areas of new technologies of construction and materials as well as on the numerous revisions that are promulgated by the professional building industry. It is also responsible for being the liaison to the City's Modification Committee.

Planning Division

The Planning Division administers Title 21 of the Monterey Park Municipal Code. Personnel comment on and process all applications for Design Review and Planning Commission land use actions. Staff also conducts field inspections and research which provides the basis for professionally prepared staff reports, and recommendations made for approval, denial, or approval with conditions. It also is the lead agency for all environmental reviews consistent with the California Environmental Quality Act (CEQA).

Significant Changes

The city has reorganized the Planning and Building Divisions, removing them from Public Works and recreating a Community Development Department. This reorganization has been accomplished to better serve homeowners, businesses, and the development Community. Initial efforts are geared towards providing appropriate staffing levels, re-opening after the Covid-19 emergency and refined the development review process.

Community Development Department
FY 2022-2023 Preliminary Budget

Department Budget Summary

Expenditures by Program					
Program Name	Program No.	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Planning	1701	$370,441	$401,675	$401,675	$988,696
Building & Safety	1702	$935,893	$974,127	$974,127	$1,303,106
Total Expenditures		**$1,306,334**	**$1,375,802**	**$1,375,802**	**$2,291,802**
Authorized Full-Time Equivalent Positions		**9.06**	**9.06**	**11.00**	**11.00**

Funding Sources by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$1,043,507	$1,105,833	$1,105,833	$1,578,363
Special Revenue	$194,986	$189,582	$189,582	$416,306
Enterprise	$67,842	$80,387	$80,387	$297,134
Internal Service	$0	$0	$0	$0
Total	**$1,306,334**	**$1,375,802**	**$1,375,802**	**$2,291,802**

Department Personnel Summary

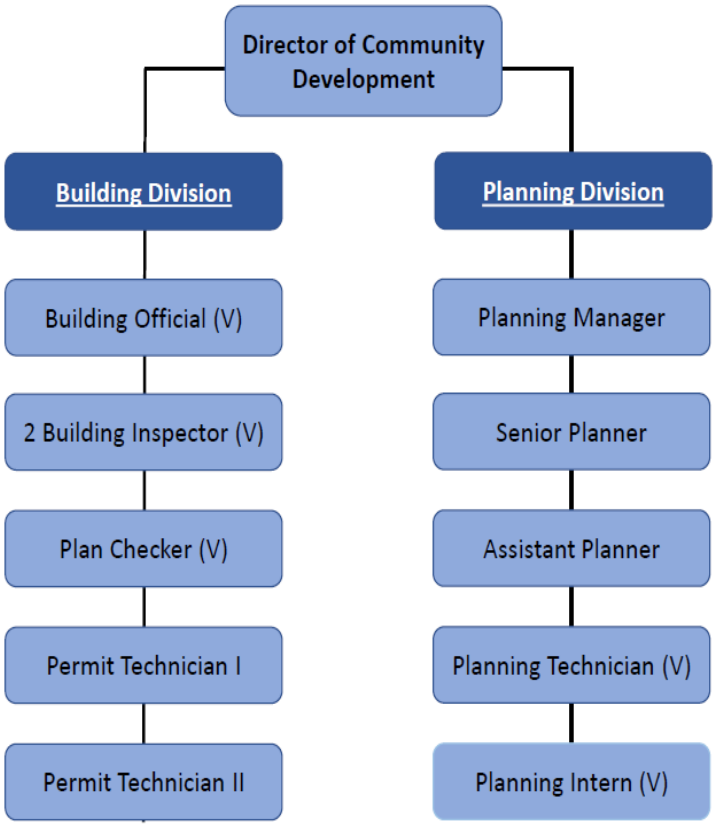
COMMUNITY DEVELOPMENT - 1700						
Acting Director of Community Development	**-**	**-**	**-**	**0.50**	**0**	**0.50**
Assistant Planner	**1**	**-**	**1**	**-**	**1**	**0.00**
Planning Manager	**1**	**-**	**1**	**-**	**1**	**0.00**
Senior Planner	**-**	**-**	**1**	**-**	**1**	**0.00**
Planning Intern	**-**	**0.96**	**-**	**0.46**	**0**	**0.50**
Planning Technician	**-**	**0.00**	**1**		**1**	**0.00**
Building Inspector	**2**	**-**	**2**	**-**	**2**	**0.00**
Building Official	**1**	**-**	**1**	**-**	**1**	**0.00**
Permit Technician I	**1**	**-**	**1**	**-**	**1**	**0.00**
Permit Technician II	**1**	**-**	**1**	**-**	**1**	**0.00**
Plan Checker	**1**	**-**	**1**	**-**	**1**	**0.00**
COMMUNITY DEVELOPMENT TOTAL	**8**	**0.96**	**10**	**0.96**	**10**	**1.00**

Community Development Department

FY 2022-2023 Preliminary Budget

City of Monterey Park - Community Development Department

Organization Chart



Community Development Department

FY 2022-2023 Preliminary Budget

Program: Planning

Program No.: 1701

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$236,260	$304,584	$304,584	$513,493
Services	$113,584	$48,050	$48,050	$358,550
Commodities	$1,922	$5,900	$5,900	$6,100
Internal Services	$18,675	$43,141	$43,141	$110,553
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$370,441**	**$401,675**	**$401,675**	**$988,696**
Authorized Full-Time Equivalent Positions	**3.01**	**3.01**	**5.00**	**5.00**

Program Details

This program is intended to promote the orderly development of the City and to maintain a high quality, resident, and business friendly community consistent with applicable State laws and the goals, policies, objectives, and programs of the General Plan, Specific Plans, and Monterey Park Municipal Code. The Planning Division is responsible for this program. Currently, the program is comprised of Discretionary Project Review, Subdivision Review, Environmental Review, General Plan Implementation, and Zoning Administration.

- **Discretionary Project Review** provides the review and processing necessary to ensure projects comply with City, County, and State development regulations. The Planning Division works closely with property owners, developers, design staff, and the interested public from inception of a development project to completion of a project.

- **Subdivision Review** Many of the residential, commercial, and industrial projects reviewed and approved by the City involve the subdivision of land, creating individual lots. The subdivision review process involves coordination with City departments, public utilities, and outside agencies. The Planning Division is responsible to ensure all projects are consistent with the goals and objectives of the General Plan, as required by the State Subdivision Map Act.

- **Environmental Review** Under provisions of the California Environmental Quality Act (CEQA), most discretionary projects within the City are required to receive some level of environmental review. This review provides information regarding environmental impacts associated with particular projects and identifies mitigation measures, which may

reduce or eliminate significant impacts. The Planning Division ensures environmental review occurs in a rapid and cost-effective manner while complying with CEQA. In addition, the City monitors all construction projects for compliance with mitigation measures according to State law.

- **General Plan Implementation** The Planning Division is responsible for maintaining and updating the City's General Plan so that the goals, policies, and implementation measures are current and reflect the existing and future needs of the City as required by State law. Subdivision maps, Specific Plans, capital projects, and various land use permits must be consistent with an up-to date, adopted General Plan.

- **Zoning Code Administration** The Planning Division prepares Zoning Code Amendments to address emerging issues or to comply with changing statutes. The Planning Division works closely with the City Attorney's Office to ensure that proposed amendments are consistent with local, State, and Federal regulations, as well as, with the City's General Plan.

Program Measurements

DISCRETIONARY APPLICATIONS: These types of applications require, as necessary, Planning Commission, Design Review Board and City Council review. The Planning entitlements listed below will take from 2 to 6 months to process depending on the complexity of the project.

	Actual 2020-21	Estimated 2021-22	Projected 2022-23
Administrative Use Permits	0	3	8
Code Amendments*	9	3	5
Conditional Use Permits	1	6	5
General Plan Amendments	0	1	1
Specific Plan	0	1	0
Parcel Maps	2	1	3
Tentative Tract Maps	4	2	5
Time Extensions	3	0	3
Variances	0	0	0
Zone Changes	0	1	2
CEQA			
Environmental Impact Reports	0	0	0
Negative Declarations	1	2	2
Categorical Exemptions	2	0	5
DESIGN REVIEW			

Signs	0	2	2
Remodels, No increase of floor area	0	2	0
Remodels, Increase of floor area	0	0	0
New Construction < 10,000 SF	1	1	2
New Construction > 10,000 SF	0	0	0
Landscaping	0	0	0
Single-Family Residential	8	1	9
ADMINISTRATIVE APPLICATIONS:			
Banners	0	2	10
Minor Departure	0	0	0
Short Term Rentals	0	0	0
Site Plan Review	2	2	5
Temporary Use Permits	3	4	5
Traffic/Parking Study	0	0	0
Yard Sales	20	57	60

*Most Code Amendments are City initiated. Therefore, no fees were collected.

2022-2023 Goals and Objectives

- Planning Division will continue to provide excellent planning services to help residents make home improvements, business owners open their businesses, and developers build new commercial, industrial and residential buildings, among others.

- As a follow-up to the adopted Land Use Element and Housing Element of the General Plan, commence with an update to the zoning code to create consistency amongst the General Plan Land Use Element, the City's Zoning Ordinance and Zoning Map.

- Conduct a series of updates to the Monterey Park Municipal Code to correct inconsistencies and to implement recent changes to State law as they pertain to wireless telecommunications facilities, accessory dwelling units, and density bonus, among others.

- Work collaboratively with the City's Economic Development Division to help existing businesses thrive, streamline the approval of new businesses, and indentify new development opportunities with interested developers.

- Work collaboratively with other departments/divisions providing development services, including, Building & Safety Division, Fire Department, and Public Works Department, to provide guidance to developers, residents and business owners developing properties with the City.

- Planning Division will spearhead a community-wide campaign called "Going Green", which will involve all City Departments and will be rooted in the community to develop and implement strategies which will help mitigate climate change and adapt to climate change that is already occurring.

2021-2022 Major Accomplishments

- The Planning Division oversaw the General Plan Amendment to update Housing (6th Cycle – 2021-2029) and Safety Elements, and add Environmental Justice Element.

- Continued to provide superior planning services through the COVID-19 pandemic amid challenges faced due to illnesses, staffing shortages, and social distancing requirements. We offered contactless option through electronic submittals which allowed the Planning Division to continue providing services while protect the health and safety for the public and City staff.

- Continued implementation of virtual meetings and in-person appointments for planning services in accordance to CDC guidelines to provide the general public additional options in receiving assistance.

- Continued the implementation of electronic plan review and plan submittal for all Planning related applications.

- Implemented streamlined planning processes which were approved as part of the Monterey Park Business Recovery Program to help businesses that were hardest hit by the COVID-19 pandemic.

- Processed planning entitlements for a new multi-family residential project, expansion of an existing convenience store, a mixed-use project involving a commercial space and residential units, and a self-storage facility.

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$309,350	$272,620	$272,620	$600,314
Special Revenue	$51,725	$119,121	$119,121	$363,202
Enterprise	$9,367	$9,934	$9,934	$25,180
Internal Service	$0	$0	$0	$0
Total Expenditures	**$370,441**	**$401,675**	**$401,675**	**$988,696**

Community Development Department

FY 2022-2023 Preliminary Budget

Program: Building & Safety

Program No.: 1702

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$655,595	$691,597	$691,597	$789,168
Services	$230,215	$97,700	$97,700	$347,700
Commodities	$5,258	$10,700	$10,700	$15,819
Internal Services	$44,825	$174,130	$174,130	$150,419
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$935,893**	**$974,127**	**$974,127**	**$1,303,106**
Authorized Full-Time Equivalent Positions	**6.05**	**6.05**	**6.00**	**6.00**

Programs Details

The Building Division is established per the mandate of California Health and Safety Code to facilitate compliance with State and local building standards concerning structural integrity, fire and life safety, sanitation, security, accessibility, and energy efficiency of constructions within the local jurisdiction. It provides staff support to the City Council, Modification Committee and other City departments in analyzing issues relating to safety of buildings.

The Division's specific service objectives include:

- Review building plans and inspect construction work for compliance with building safety technical codes. The State and Municipal codes that are enforced by the Division include the building code, electrical code, mechanical code, plumbing code, building conservation code, spa and swimming pool code, energy conservation standards and accessibility standards.

- Provide code interpretation, reference resources and other technical assistance to the public in a manner that facilitates compliance of design and construction with applicable building standards.

- Coordinate with various departments and outside agencies in the plan review process, and serve as the contact point for permit applications.

- Monitor property maintenance and abate life safety hazards through Certificate of Occupancy inspections and special abatement programs such as the un-reinforced masonry (URM) buildings retrofit program.

- Maintains building plans and permit records, and make the information readily available to the public.

Program Measurements

	Actual 2020-21	Estimated 2021-22	Projected 2022-23
PERMITS			
Building Permits:			
a. Residential, New	*10*	*14*	*25*
b. Residential, Add/Alter	*478*	*313*	*313*
c. Non-Residential, New	*5*	*1*	*2*
d. Non-Residential, Add/Alter	*73*	*52*	*55*
e. Miscellaneous	*156*	*112*	*120*
Building Permits Total	**722**	**492**	**515**
Electrical Permits	*369*	302	350
Mechanical Permits	*226*	185	220
Plumbing Permits	*233*	203	220
All Permits Total	***1,550***	**1,182**	**1,305**
ANNUAL PERMIT VALUATION	***42***	***27.5***	***30***
PLAN CHECKS			
Total Number Processed	**536**	**413**	**500**
Processed In-House	28	50	0
Contracted Out	72	50	100
INSPECTIONS			
Construction Inspections	5563	3,748	4,200
Certificate of Occupancy	0	1	5
All Inspections Total	**5563**	**3,749**	**4,201**

Community Development Department

FY 2022-2023 Preliminary Budget

2022-2023 Goals and Objectives

- Our goal is to implement EPlanSoft, a cloud-based electronic plan review software, which will allow all divisions to review developments plans in real time and assist the coordination between divisions. This implementation will reduce plan review turnaround times in all divisions and expediting approvals.

2021-2022 Major Accomplishment

- The Building Division was able to go digital with all our applications, reducing paper storage and cost of scanning physical documents. We implemented upgrades to the current permitting management software (Accela) allowing applicant to submit permit application through an online portal. With this implementation it will assist expediting the process for the applicant to obtain building permits.

Funding Sources by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$734,157	$833,214	$833,214	$978,049
Special Revenue	$143,261	$70,461	$70,461	$53,104
Enterprise	$58,475	$70,453	$70,453	$271,954
Internal Service	$0	$0	$0	$0
Total Expenditures	**$935,893**	**$974,127**	**$974,127**	**$1,303,106**

Police Department

FY 2022-2023 Preliminary Budget

Our Mission:

We are dedicated to serving our community with respect and pride.

Our Core Beliefs:

Honor. Integrity. Accountability.

Police Department
FY 2022-2023 Preliminary Budget

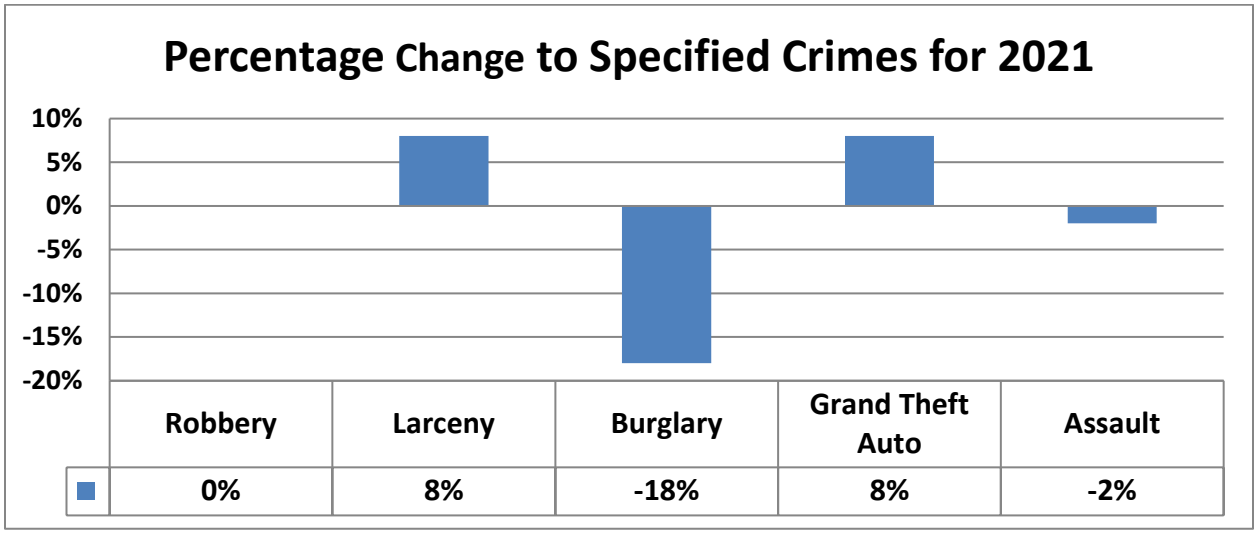
Department Overview

The Monterey Park Police Department is a full-service police department providing public safety and law enforcement services to the City of Monterey Park. The Department is committed to providing professional, fair, compassionate, and dedicated law enforcement with integrity and respect. The Department coordinates with other City Departments to produce outstanding overall service to the community.

Members of the Monterey Park Police Department recognize that to deliver the highest level of police services, contemporary issues in our community and challenges facing the Police Department must be studied on a continuous basis. Identifying the best solutions to address community safety and quality of life issues is a core responsibility of the Police Department. To strengthen our community partnership, we maintain a high level of attention to significant issues that make an impact on the community's safety and quality of life.

The Department is organized into two Operational Divisions performing various activities, which are each overseen by a Captain. The Operations Division consists of Field Services, Investigations Bureau, and Traffic Bureau. The Support Services Division consists of Administration, Animal Services, Community Engagement Bureau, Jail Operations, Records Bureau, and Computer Services.

An analysis of the crime statistics in Monterey Park reflects that for 2021, there was a 2% increase in Part I crimes as compared to the previous year. In 2021, the categories of burglary and assault decreased, while the categories of larceny and grand theft auto increased. The total number of robberies for 2021 remained the same as the previous year. The significant increase in grand theft autos was consistent with general crime trends in Los Angeles County.



An annual account of Monterey Park's Part I crime trends and traffic fatalities are listed below:

Calendar Year	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
% Change in Part I Crime	14%	-3%	16%	-10%	26%	23%	-14%	0%	-14%	-8%	2%
# Traffic Fatalities	2	2	3	5	4	4	0	2	3	4	1

Programs and Services

The Department continues to maintain a strong partnership with the community to address crime and quality of life issues. The Monterey Park Police Department is meeting the challenges brought by issues such as COVID-19 and the demand for police accountability through proper planning, strategic implementation, training, and commitment in delivering the highest level of police services to our community. All officers received de-escalation and additional use of force training.

Our staff has done an excellent job of adapting and has worked diligently to engage the community through social media and virtual community engagement sessions. We are building the Police Department's neighborhood watch, business watch, social media, and virtual engagement programs to proactively engage with the community through dialogue, collaboration, community input, panel discussions, and working with community leaders to better understand the needs and concerns of the community.

The Department has built on our multidisciplinary approach to provide services to individuals experiencing homelessness and/or having a mental health crisis. The multidisciplinary model is being used to bring together differing disciplines and areas of expertise to provide holistic services to various members of the community through creative strategies and collaboration with various community stakeholders.

The Department is also focused on recruitment, hiring, and succession planning. The Department continues to update our brand and hiring process. Resources have been dedicated to hiring new employees and training all employees to ensure our members serve with a public servant's heart with an understanding of de-escalation and community-oriented policing and its application. The Department has a Peer Support Program to help decrease the day-to-day stress and support our members throughout their careers.

The Police Department is a source of pride for our many employees and volunteers, many of whom live in Monterey Park. Police Reserves, Monterey Park Emergency Communications, Citizen's Patrol, Police Explorers, Chaplains, and interns volunteered over 2,010 hours in 2021.

Police Department

FY 2022-2023 Preliminary Budget

Significant Changes

There were no significant changes in Fiscal Year 2022-2023.

Department Budget Summary

Expenditures by Program					
Program Name	Program No.	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Police Admin	3101	$835,902	$1,734,665	$1,734,665	$2,034,203
Traffic Bureau	3102	$1,483,407	$1,587,719	$1,587,719	$1,825,543
Field Services	3103	$10,911,283	$9,703,011	$9,753,011	$11,203,012
Investigations	3104	$3,179,628	$2,690,677	$2,690,677	$2,660,526
Animal Services	3111	$227,712	$307,304	$307,304	$374,305
Communications	3112	$1,616,165	$1,738,485	$1,738,485	$1,803,775
Jail	3113	$904,900	$728,872	$728,872	$731,326
Records	3114	$1,121,823	$1,061,030	$1,061,030	$1,051,478
Computer Services	3115	$745,287	$543,990	$543,990	$665,157
Community Engagement	3120	$831,975	$1,344,229	$1,344,229	$1,534,024
Total Expenditures		**$21,858,082**	**$21,439,982**	**$21,489,982**	**$23,883,349**
Authorized Full-Time Equivalent Positions		**124.26**	**124.26**	**126.25**	**126.25**

Police Department

FY 2022-2023 Preliminary Budget

Department Personnel Summary

POLICE - 3100						
Police Chief	1	-	1	-	1	0.00
Animal Services Officer	1	1	2	-	2	0.00
Community Services Officer	2	3.35	3	2.50	3	2.50
Communications Supervisor	-	-	1	-	1	0.00
Crime Analyst	-	0.50		0.50	0	0.50
Crossing Guard		4.37		4.50	0	4.50
Dispatcher	9	0.24	8	1.25	8	1.25
Evidence Officer	1	0.80	2	0.00	2	0.00
Jailer	5	0.50	4	1.00	4	1.00
Jailer Supervisor	-	-	1	-	1	0.00
Principal Management Analyst	1	-	1	-	1	0.00
Outreach and Housing Navigation Coordinator	1	-	1	-	1	0.00
Police Administrative Assistant	1	-	1	-	1	0.00
Police Cadet	-	2	-	2	0	2.00
Police Captain	2	-	2	-	2	0.00
Police Clerk	11	-	10	-	10	0.00
Police Corporal	14	-	14	-	14	0.00
Police Lieutenant	7	-	7	-	7	0.00
Police Officer	43	-	43	-	43	0.00
Police Records Cadet		0.50		0.50	0	0.50
Police Records Clerk		1		1	0	1.00
Police Records Management System Technician	1	-	1	-	1	0.00
Police Records Supervisor	-	-	1	-	1	0.00
Police Sergeant	9	-	9	-	9	0.00
Secretary	1	-	1	-	1	0.00
POLICE TOTAL	110	14.26	113	13.25	113	13.25

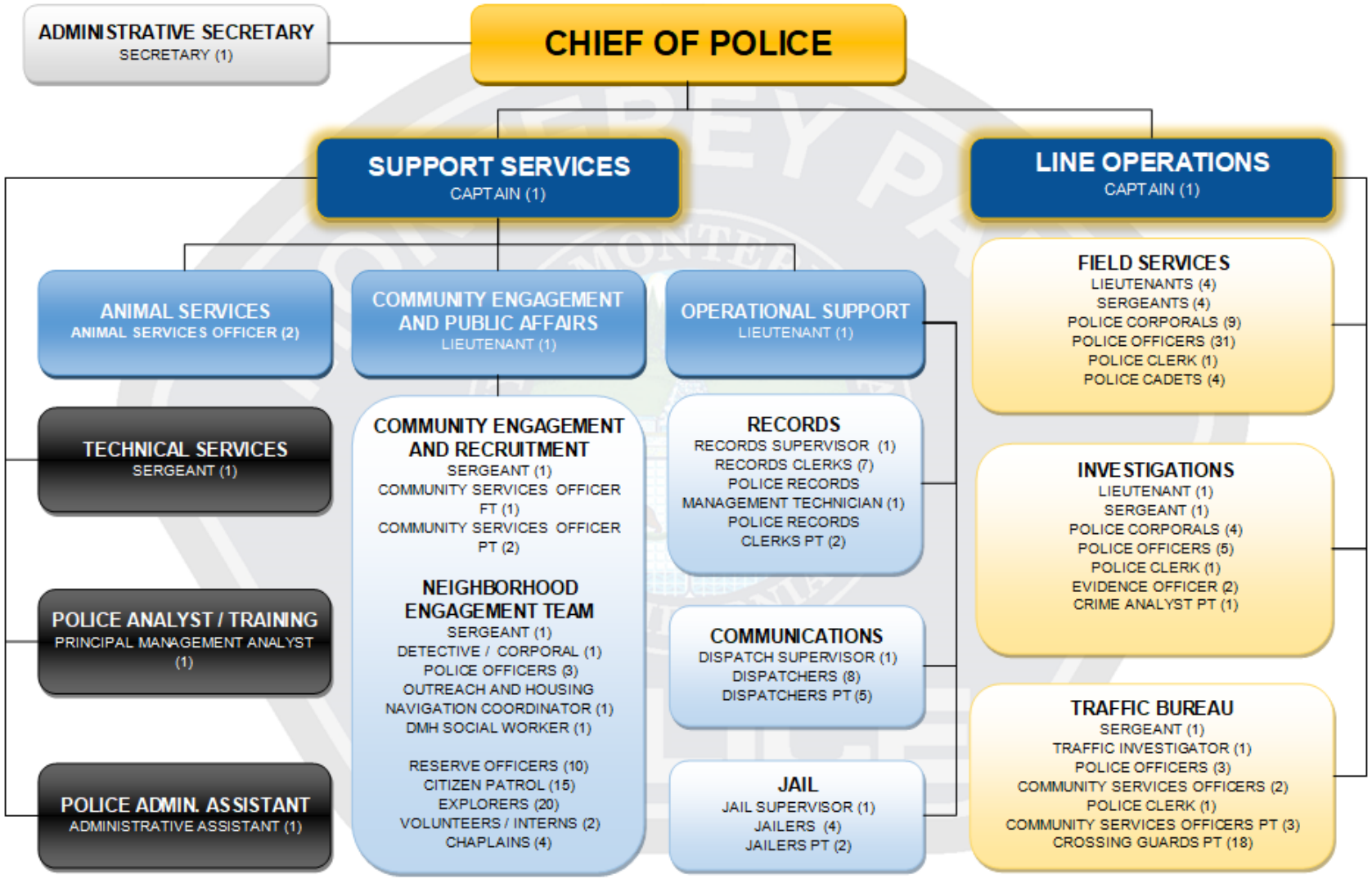
Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$15,549,875	$18,868,415	$18,918,415	$20,119,731
Special Revenue	$6,308,207	$2,571,567	$2,571,567	$2,661,333
ARPA	$0	$0	$0	$1,102,285
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total	**$21,858,082**	**$21,439,982**	**$21,489,982**	**$23,883,349**

Police Department

FY 2022-2023 Preliminary Budget

MONTEREY PARK POLICE DEPARTMENT
ORGANIZATIONAL CHART



Police Department

FY 2022-2023 Preliminary Budget

Program: Police Administration

Program No.: 3101

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$655,621	$1,433,260	$1,433,260	$1,477,808
Services	$102,823	$97,925	$97,925	$98,075
Commodities	$30,159	$35,390	$35,390	$36,884
Internal Services	$47,300	$168,090	$168,090	$421,436
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$835,902**	**$1,734,665**	**$1,734,665**	**$2,034,203**
Authorized Full-Time Equivalent Positions	**4.00**	**8.00**	**8.00**	**8.00**

Programs Details

The Administration Bureau is responsible for ensuring that the administrative needs of the Police Department are met and that the Police Department's mission is carried out in the most efficient manner. The Administration Bureau is commanded by the Chief of Police. The Chief of Police is a cooperative and collaborative member of the City Manager's executive team who leads, directs, and coordinates the activities of the Police Department to ensure the community's safety by providing effective and positive police services.

Preparing and maintaining the Department's budget, grants, policies, preparing payroll for the entire department, contracts and procurement of goods/services/equipment, administrative investigations, and various staff projects are assigned to the Administration Bureau. This Bureau is also responsible for the Police Department's compliance with Peace Officer Standards and Training (POST) and Standards and Training for Corrections (STC) training mandates and guidelines, and maintenance of all technology-related equipment within the Police Department.

2022-2023 Goals and Objectives

- Continually evaluate the Department's organizational effectiveness and make changes as needed that further the Department's commitment to the principles and practice of service through a Community Policing model.
- Maintain and update personnel records of Department employees and ensure compliance with State and Federal laws regarding personnel files.
- Prepare required reports to governmental and other oversight agencies regarding concealed weapons permits, citizen complaints, use of force, and other matters.
- Implement liability controls by conducting internal audits, inspect various agency processes, research, develop best practices and updating Lexipol policy manual.
- Process and conduct administrative investigations.
- Manage Police Department's State and Federal grant funds to ensure the receipt and expenditure of funds are completed within grant requirements, ensuring that all required reporting and deadlines are met.
- Facilitate Police Department purchases to ensure all contract requirements are met.
- Ensure the timely and accurate completion of payroll and budget.
- Provide training and career development for all members of the Department and maintain compliance with POST and STC training requirements.
- Implementation of technology initiatives to ensure organizational efficiencies and effectiveness.
- Integrate new scheduling software with payroll system to increase efficiency by providing a better method of employee scheduling/staffing, overtime management, and accuracy.

2021-2022 Major Accomplishments

- Installation and implementation of a trunked, encrypted radio system and transition to the ICI Regional Public Safety communications system as well as Hosted Radio Management System.
- Implementation of Veritone software to collect and report Racial and Identify Profiling Act (RIPA) information to comply with AB953.
- Implementation of IA Pro software to improve organizational efficiency in the preparation of internal affairs investigations.
- New furniture purchased and facility painted.
- POST Team Building Workshop for all staff.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$539,619	$1,453,161	$1,453,161	$1,750,252
Special Revenue	$296,283	$281,505	$281,505	$283,951
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$835,902**	**$1,734,665**	**$1,734,665**	**$2,034,203**

Program: Traffic Bureau

Program No.: 3102

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$1,260,359	$1,114,589	$1,114,589	$1,268,557
Services	$11,949	$11,100	$11,100	$12,510
Commodities	$22,625	$24,100	$24,100	$24,986
Internal Services	$163,675	$437,930	$437,930	$519,490
Capital Outlay	$24,800	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$1,483,407**	**$1,587,719**	**$1,587,719**	**$1,825,543**
Authorized Full-Time Equivalent Positions	**14.22**	**13.97**	**14.00**	**14.00**

Programs Details

The Traffic Bureau addresses traffic safety issues within the City of Monterey Park. The Bureau places emphasis on reducing and preventing traffic collisions, enforcing parking laws, and educating the community on traffic safety and pertinent laws.

Traffic Bureau personnel provide the City with five-day-a-week Motorcycle Officer coverage and seven-day-a-week Parking Enforcement Officer coverage. The Traffic Bureau also includes a Traffic Investigator who is assigned to handle all post-collision investigations and related arrests. In providing a full range of services, the Traffic Investigator's skill and expertise in collision reconstruction assist in the identification of collision patterns and trends so that specific education and enforcement efforts can be implemented in problem areas.

Parking Enforcement Officers provide enforcement for all parking-related issues such as permit parking, street sweeping, parking for the disabled, fire lane violations as well as respond to citizens' requests for services. Parking Enforcement personnel help ensure safe and orderly parking around schools, in commercial districts, and on all City streets. Removal of abandoned vehicles is also a primary responsibility of these officers.

2022-2023 Goals and Objectives

- Identify the five highest traffic collision locations per month for enforcement of primary collision factor violations.
- Conduct weekly radar enforcement in areas where speed has been identified as the primary collision factor.
- Conduct two Bicycle Safety Rodeos to educate riders of all ages on safe riding practices.
- Conduct two Merit Badge training courses in collaboration with Scouts BSA covering the subjects of traffic safety, crime prevention, and fingerprinting.
- Conduct four community Traffic Safety Presentations to educate students and the public on the topic of pedestrian safety, bicycle safety, and safe driving practices.
- Conduct twelve DMV certified Mature Driver training courses.

	Actual 2020-21	Estimated 2021-22	Projected 2022-23
Number of Citations:			
Traffic	3,504	2,100	2,802
Parking	10,058	6,841	8,449
Traffic Collision Incidents:			
Fatal	1	3 (YTD)	2
Injury	124	165	144
Non-injury	355	320	337
Persons Injured	164	218	191

2021-2022 Major Accomplishments

- Received a $114,000 grant from the California Office of Traffic Safety to enhance safety in the community through DUI, Distracted Driving, Pedestrian and Bike Enforcement operations. The overall goal was to lower the number of both injury and fatal collisions.
- The Traffic Bureau conducted five community Traffic Safety Presentations. One presentation was conducted for a Merit Badge for a Scouts BSA troop. Four presentations were conducted for school PTA members. This program provided awareness to parents and students about the importance of traffic safety.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$1,033,977	$1,431,783	$1,431,783	$1,401,178
Special Revenue	$449,430	$155,936	$155,936	$205,343
ARPA	$0	$0	$0	$219,022
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$1,483,407**	**$1,587,719**	**$1,587,719**	**$1,825,543**

Police Department

FY 2022-2023 Preliminary Budget

Program: Field Services

Program No.: 3103

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$9,274,762	$7,684,258	$7,734,258	$8,194,496
Services	$23,833	$46,500	$46,500	$48,000
Commodities	$125,713	$176,053	$176,053	$254,600
Internal Services	$1,486,975	$1,796,200	$1,796,200	$2,194,703
Capital Outlay	$0	$0	$0	$511,214
Debt Service	$0	$0	$0	$0
Total Expenditures	**$10,911,283**	**$9,703,011**	**$9,753,011**	**$11,203,012**
Authorized Full-Time Equivalent Positions	**51.50**	**51.00**	**51.00**	**51.00**

Programs Details

Field Services Bureau personnel are the first responders to calls for service. Most of the Departments' officer-citizen contacts occur within this Bureau. As first responders, these officers handle all emergencies, alarms, crime report requests, disputes, hazards, traffic enforcement, traffic accident investigations and various other calls for service. As time permits these officers also address problem oriented policing concerns to enhance the quality of life in the community. Services are provided twenty-four hours a day, seven days a week, ranging from low priority (parking complaints, keep the peace, etc.) to high priority (preliminary investigations of serious crimes like homicides and felony assaults) calls for service. The Special Response Team (SRT) supports Field Services when necessary. The team has been established to provide specialized support in handling critical field operations where intense negotiations and/or special tactical deployment methods beyond the capacity of field officers appear to be necessary.

Attached to the Field Services Bureau is the Canine Unit. The canine teams are a valuable part of daily law enforcement operations. Police dogs are trained in handler protection, searching techniques, article searches, and narcotics detection. A canine team can search quickly and effectively, resulting in increased officer safety, the apprehension of suspects, and increased safety for the community. The canine teams have effectively apprehended dangerous suspects, located evidence, and recovered narcotics that were hidden by drug dealers. Canine officers provide demonstrations and education programs to community groups and students.

2022-2023 Goals and Objectives

- Field Services Bureau is committed to delivering the highest level of police services.
- Monthly body-worn video/in-car video, MDC, call information, and stop data audits will be conducted to ensure compliance with Monterey Park Police Department's Bias Based Policing Policy.

Police Department

FY 2022-2023 Preliminary Budget

		Actual 2020-21	Estimated 2021-22	Projected 2022-23
Calls for Service				
Citizen Requests:		31,661	32,258	32,855
Officers Observed:		17,493	14,719	16,106
Total Calls for Service:		49,154	46,977	48,961
Priority I (Emergency) Response Time (minutes/seconds):	9,790 calls	3:32	3:27	3:29
Priority II Response Time:	9,059 calls	5:05	5:52	5:29

Priority I: Where danger to life and/or property is imminent, or a crime of a serious nature is in progress.
Examples: (1) An armed robbery (2) A person shot

Priority II: Where a threat to a person or property is possible, or a breach of the peace is occurring.
Examples: (1) A trespass in progress (2) Disturbances caused by juveniles

2021-2022 Major Accomplishments

- New 40mm less than lethal foam impact launchers were implemented for patrol officers. Each patrol vehicle is equipped with a launcher, replacing the outdated bean bag less lethal munitions.
- On three separate occasions, officers administered life-saving techniques and saved the lives of three individuals. Two were calls of a suicide in progress and one was an unconscious person. In all three of the situations, had the officers not taken action it is highly unlikely that the individuals would have survived.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$7,405,105	$8,285,096	$8,335,096	$9,116,427
Special Revenue	$3,506,179	$1,417,914	$1,417,914	$1,525,628
ARPA	$0	$0	$0	$560,957
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$10,911,283**	**$9,703,011**	**$9,753,011**	**$11,203,012**

Program: Investigation

Program No.: 3104

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$2,677,866	$1,979,545	$1,979,545	$1,913,283
Services	$48,111	$86,382	$86,382	$87,282
Commodities	$3,751	$8,970	$8,970	$9,060
Internal Services	$449,900	$615,780	$615,780	$631,151
Capital Outlay	$0	$0	$0	$19,750
Debt Service	$0	$0	$0	$0
Total Expenditures	**$3,179,628**	**$2,690,677**	**$2,690,677**	**$2,660,526**
Authorized Full-Time Equivalent Positions	**17.55**	**14.30**	**14.50**	**14.50**

Programs Details

The Investigations Bureau conducts follow-up investigations on all crimes occurring within the City. The Bureau is responsible for the resolution and disposition of all criminal and non-criminal cases ranging from homicides to identity theft, as well as non-criminal matters, such as missing persons and lost property. This Bureau is also responsible for tracking registered sex offenders, parolees, and probationers, and conducting compliance checks on those persons.

The Property and Evidence Section is under the management of the Investigations Bureau. The Property and Evidence Technicians are responsible for the care and custody of all property booked into the Monterey Park Police Department, submitting evidence to the crime lab for analysis, preparing evidence for court proceedings including all body camera/in-car video, booked property to be returned to owner, and property destruction in accordance with applicable laws.

2022-2023 Goals and Objectives

- Audit through case review to maintain the highest standards of the Bureau.
- Provide learning and training opportunities to Officers and Corporals who are not assigned to the Bureau. This expands our Officers' and Corporals' investigative skills and helps them gain a better understanding of the functions and duties of a detective.
- Audit all criminal cases that are rejected by the District Attorney's Office to ensure that all prosecutable cases are filed.
- Utilize the Department's bar-coding computer system and maintain thorough records of all property and all property transactions with proper chain of custody procedures.
- Conduct monthly and annual inspections of the Property Room to address and eliminate any potential safety hazards relating to the booking and storage of property and evidence.
- Conduct regular audits of the property system.
- Conduct an annual review of policies and procedures relating to the booking and destruction of property to ensure compliance with changes in applicable laws.
- Coordinate with the Neighborhood Engagement Team to establish protocols in tracking persons held per 5150 WIC, who have also committed a crime to ensure the appropriate booking and prosecution.

	Actual 2020-21	Estimated 2021-22	Projected 2022-23
Part I Crimes Investigated	1484	1600	1650
Part I Clearance Rate	21%	23%	23%

2021-2022 Major Accomplishments

- The Investigations Bureau along with the Los Angeles County District Attorney's Office implemented its Electronic Charge Evaluation Request Portal (eCER). The eCER system is a web application through which law enforcement agencies may submit crime reports and other supporting documentation for charge evaluation by the District Attorney's Office.
- The Investigations Bureau implemented Lexis Nexis Accurint investigative software to help enhance their investigative capabilities.

- The Investigations Bureau in cooperation with the Field Services Bureau, Los Angeles County Sheriff's Department, and the Department of Homeland Security located and arrested a murder suspect as well as recovered important evidence. This team effort resulted in the successful filing of two counts of murder charges against the suspect.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$2,408,536	$2,453,472	$2,453,472	$2,366,861
Special Revenue	$771,091	$237,205	$237,205	$241,063
ARPA	$0	$0	$0	$52,603
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$3,179,628**	**$2,690,677**	**$2,690,677**	**$2,660,526**

Program: Animal Services

Program No.: 3111

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$157,682	$122,214	$122,214	$172,479
Services	$13,197	$138,285	$138,285	$149,740
Commodities	$1,109	$1,855	$1,855	$2,710
Internal Services	$55,725	$44,950	$44,950	$49,376
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$227,712**	**$307,304**	**$307,304**	**$374,305**
Authorized Full-Time Equivalent Positions	**2.20**	**2.00**	**2.00**	**2.00**

Programs Details

The Animal Services Bureau is responsible for the enforcement of all Municipal, County, and State codes, which pertain to the care, welfare, and protection of all animals. The Animal Services Bureau investigates reports of animal neglect, animal abuse, animal bites, and complaints on pet shops or anywhere animals are sold. The Animal Services Bureau is also responsible for the enforcement of leash laws and stray animal services.

2022-2023 Goals and Objectives

- Respond to requests for service and patrol neighborhoods including protecting the community from dangerous animals, rescuing sick/injured animals, removing deceased animals from public areas.
- Reunite lost pets with their owners.
- Enforce and educate the public on animal ordinances.
- Through an agreement with the Los Angeles County Department of Animal Care & Control, provide licensing and socially conscious animal shelter services in compliance with State and local laws.
- Animal Services will conduct community engagement at City events, local schools, and using virtual forums.
- The Animal Services Bureau will conduct at least one low-cost vaccination/licensing clinics during the year.

	Actual 2020-21	Estimated 2021-22	Projected 2022-23
Number of Dog Bites Investigated	10	3	10
Stray Animals	1,039	484	672
Warnings/Citations	61	64	75
Injured Animals	168	100	120
Dead Animals	633	318	650
Calls for service:			
Citizen Initiated	796	1084	1,200
Calls Handled by L.A.C.D.A.C.C. *	77	92	50
Officer Observed	1,248	303	600
Total calls for service:	2,121	1,483	1,850

*L.A.C.D.A.C.C. = Los Angeles County Department of Animal Care and Control

2021-2022 Major Accomplishments

- The 2021-2022 fiscal year posed many challenges for the Animal Services Bureau due to staffing shortages, while remaining operational during the pandemic. During this time, the bureau kept its focus on creating and maintaining a positive presence in the community.

- Reunited 42 lost pets with their owners in lieu of being placed in an animal shelter.

Police Department

FY 2022-2023 Preliminary Budget

Funding Source by Type:

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$184,105	$300,466	$300,466	$345,222
Special Revenue	$43,606	$6,839	$6,839	$7,181
ARPA	$0	$0	$0	$21,902
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$227,712**	**$307,304**	**$307,304**	**$374,305**

Program: Communications

Program No.: 3112

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Preliminary Budget
Salary and Benefits	$1,340,565	$946,750	$946,750	$1,008,148
Services	$223,753	$234,120	$234,120	$234,120
Commodities	$2,298	$2,900	$2,900	$2,920
Internal Services	$49,550	$246,970	$246,970	$250,841
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$307,745	$307,745	$307,745
Total Expenditures	**$1,616,165**	**$1,738,485**	**$1,738,485**	**$1,803,775**
Authorized Full-Time Equivalent Positions	**9.94**	**9.24**	**10.00**	**10.00**

Programs Details

The Communications Bureau serves the community by maintaining twenty-four hours a day, seven days a week, communication services for the Police Department in the City of Monterey Park. The Communications Bureau is the central answering point for all traditional and wireless 9-1-1 calls within the City limits. Communications Dispatchers are tasked with quickly identifying problems and sending the appropriate assistance to the caller, including transferring calls to Verdugo Fire Communications.

In critical incidents, when danger is imminent, it is imperative to have highly trained personnel quickly identify, and problem solve by effectively utilizing the available resources in a timely manner. Deployment of public safety services and other resources depends on the ability of this Bureau to make timely decisions based on the information obtained from the callers. Immediate access to translation services through on-duty translators and telephone translation services for the non-English speaking and the hearing-impaired community enhances our service.

To better serve the community and enhance the safety of our first responders, Communications Bureau personnel input and maintain critical premise history information received from all City departments and other governmental agencies.

2022-2023 Goals and Objectives

- Maintain an emergency dispatch time of less than 60 seconds for Priority I calls.
- Conduct monthly performance audits of each Dispatcher to ensure quality service delivery and identify training needs.
- Continue training in relation to customer service, stress management, and critical call responses. Provide Dispatchers with specific training courses, which will enable them to maintain a high level of professional and courteous service to callers.
- Continue participation in programs focused on educating the public and raising the awareness of policing issues for both the staff and the community.

	Actual 2020-21	Estimated 2021-22	Projected 2022-23
Police Service Calls	31,661	32,258	32,855
Officer Observations	17,493	14,719	16,106
Animal Service Calls	1,377	1,483	1,850
Total Police Service Calls	50,531	48,460	50,811
Priority I Dispatch Time Emergency (min/sec):	0:57	0:46	0:48
Calls Transferred to Verdugo Fire Communications	2,389	2,430	2,451

2021-2022 Major Accomplishments

- Communications Personnel gave a virtual presentation in conjunction with the Community Engagement Bureau. The presentation focused on dispatch procedures, the proper usage of the 9-1-1 telephone system, and what to expect when dialing 9-1-1.
- The existing VHF two-way radio system was upgraded to the Interagency Communications Interoperability (ICI) UHF Trunking System, which is a local government-owned Land Mobile Radio (LMR) Network that hosts more than 70 Regional Public Safety Agencies and 30 regional 9-1-1 Public Safety Dispatch Centers. The system's 11 trunked cells and 37 repeater sites blanket virtually the entire 4,500 square miles of Los Angeles County with digital radio coverage that can be accessed by all member agencies and their resources.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Preliminary Budget
General Fund	$1,308,802	$1,669,396	$1,669,396	$1,676,475
Special Revenue	$307,363	$69,090	$69,090	$72,544
ARPA	$0	$0	$0	$54,756
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$1,616,165**	**$1,738,485**	**$1,738,485**	**$1,803,775**

Program: Jail

Program No.: 3113

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Preliminary Budget
Salary and Benefits	$818,615	$482,144	$482,144	$502,533
Services	$35,655	$46,858	$46,858	$48,175
Commodities	$16,180	$35,600	$35,600	$35,850
Internal Services	$34,450	$164,270	$164,270	$144,768
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$904,900**	**$728,872**	**$728,872**	**$731,326**
Authorized Full-Time Equivalent Positions	**6.70**	**5.50**	**6.00**	**6.00**

Programs Details

The Jail Bureau is responsible for operating and maintaining a safe and secure jail environment as it receives and processes persons booked for violations of the law. It is a critical component of the criminal justice process and serves a tremendously diverse population. The jail has the responsibility to appropriately house and manage this diverse population while they are in custody. Bookings involving juveniles and warrant arrests are short-term detentions. Arrests for serious crimes may require processing and prisoner maintenance over several days. The Jail Bureau also operates a fee-paying prisoner program. Persons who are accepted into this program are low-risk misdemeanant offenders and federal prisoners.

2022-2023 Goals and Objectives

- To receive and process people arrested and taken into custody by law enforcement.
- Maintain compliance with all jail inspections conducted by the Board of Corrections, the Grand Jury, and other outside agencies with above-average ratings.
- Maintain compliance with State and County guidelines by conducting intake screenings on all prisoners (i.e., health, mental health, etc.).
- Monitor performance through regular audits, reviews, and quality assessments.

	Actual 2020-21	Estimated 2021-22	Projected 2022-23
Prisoners Booked (Excluding fee-paying)	861	740	765
Fee-Paying Prisoners Booked	15	0	0
Total Prisoners Booked	876	740	765

2021-2022 Major Accomplishment

- Jail Staff implemented using the LA County Sheriff's Livescan Fingerprint machine technology to create wristbands for inmates when our wristband machine was no longer functioning. Using this technology saved costs to the department by eliminating the need for a new computer and compatible software.

Police Department

FY 2022-2023 Preliminary Budget

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Preliminary Budget
General Fund	$692,591	$695,868	$695,868	$674,771
Special Revenue	$212,309	$33,003	$33,003	$34,653
ARPA	$0	$0	$0	$21,902
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$904,900**	**$728,872**	**$728,872**	**$731,326**

Police Department
FY 2022-2023 Preliminary Budget

Program: Records

Program No.: 3114

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Preliminary Budget
Salary and Benefits	$968,703	$749,200	$749,200	$735,604
Services	$83,017	$83,930	$83,930	$85,230
Commodities	$24,053	$29,530	$29,530	$31,360
Internal Services	$46,050	$198,370	$198,370	$199,284
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$1,121,823**	**$1,061,030**	**$1,061,030**	**$1,051,478**
Authorized Full-Time Equivalent Positions	**11.20**	**10.50**	**11.00**	**11.00**

Programs Details

The Records Bureau systematically processes, maintains, and distributes records and reports of all documented police incidents occurring within the City's boundaries. Significant Bureau tasks include: compiling crime statistics and information; inputting data into the Records Management System, accessing information in State and National law enforcement databases; maintaining and preparing purchasing requests of Police Department supplies; preparing complaints for court; providing assistance at the Police public counter; responding to requests for information and assistance of citizens; and receiving fees for services provided at the public counter.

2022-2023 Goals and Objectives

- Complete the Department's transition to the FBI's new crime data collection system in the National Incident-Based Reporting System (NIBRS).
- Coordinate destruction of official Department records pursuant to the City's Retention Policy.
- Process and transmit complaints for court twenty-one days in advance of the appearance date.
- Submit the monthly statistical reports to the Department of Justice by the tenth day of each month.
- Process requests for reports within ten days of receiving the request.
- Complete data entry of reports into the Records Management System within seven days of receipt.
- Implement Laserfiche for digital document scanning.
- Implementation of DOJ/court-ordered record sealings.

	Actual 2020-21	Estimated 2021-22	Projected 2022-23
Reports Processed:	4,413	4,341	4,500
Traffic Citations Processed:	3,369	3,174	3,300
Data Entry Completion (within 7 days)	96%	96%	97%
Complaints Processed for Court (within 21 days)	96%	97%	97%

2021-2022 Major Accomplishments

- Coordinated the implementation and reporting of compiled data to the California Department of Justice as required by the Racial and Identity Profiling Act (RIPA) Assembly Bill 953.
- Continued troubleshooting, maintenance, and training on the upgraded Mobile Enterprise and the updated NCIC forms found on the Law Enforcement Records Software (LERMS).
- Implemented the Electronic Charge Evaluation Request (eCER) for the use of filing court complaints electronically directly to the District Attorney's Office.

Police Department

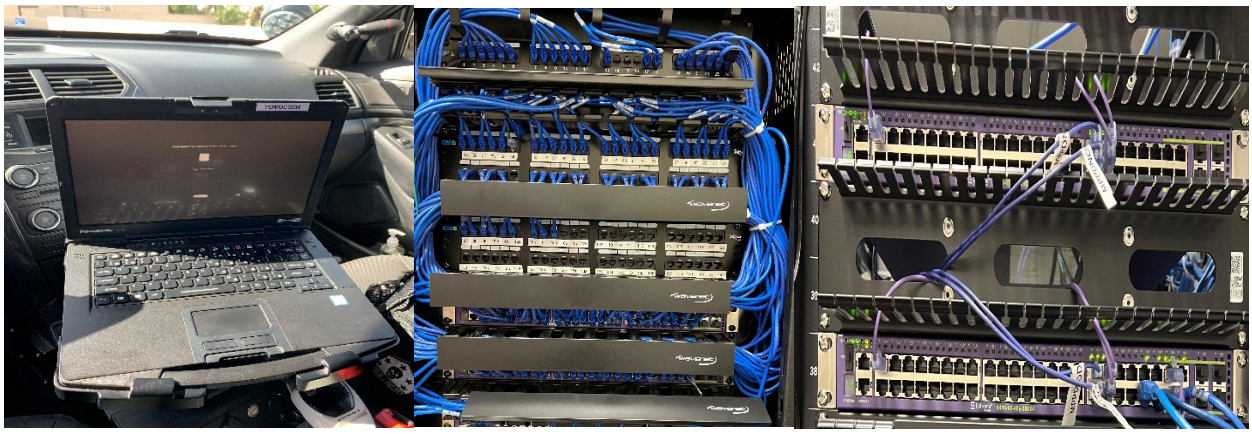
FY 2022-2023 Preliminary Budget

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Preliminary Budget
General Fund	$879,611	$1,009,098	$1,009,098	$964,097
Special Revenue	$242,212	$51,932	$51,932	$54,528
ARPA	$0	$0	$0	$32,853
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$1,121,823**	**$1,061,030**	**$1,061,030**	**$1,051,478**

Police Department
FY 2022-2023 Preliminary Budget

Program: Computer Services



Program No.: 3115

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Preliminary Budget
Salary and Benefits	$0	$0	$0	$0
Services	$491,276	$541,540	$541,540	$577,287
Commodities	$422	$2,450	$2,450	$2,470
Internal Services	$87,721	$0	$0	$0
Capital Outlay	$0	$0	$0	$85,400
Debt Service	$165,868	$0	$0	$0
Total Expenditures	**$745,287**	**$543,990**	**$543,990**	**$665,157**
Authorized Full-Time Equivalent Positions	**0.00**	**0.00**	**0.00**	**0.00**

Programs Details

The Computer Services Bureau provides data processing and basic maintenance and configuration of Police Department computers and networks. Computer Services is also tasked with identifying emerging technologies that can be implemented to increase the effectiveness and efficiency of the Police Department.

Contract personnel provide training to employees on a variety of applications and use of external systems operated by Federal, State, and local criminal justice organizations. Contract personnel also provide consulting services in developing strategies to bring the Department to optimal operating levels.

Police Department
FY 2022-2023 Preliminary Budget

2022-2023 Goals and Objectives

- Evaluate, maintain, and support all technology equipment (servers, desktops, laptops, mobile digital computers, cameras, etc.) needed by staff to complete their respective tasks.
- Implement dual cellular modems in all squad cars. This will provide a backup internet connection in case the primary fails.
- Implement Laserfiche. This will allow the police department to convert most paper records to digital format and will make it easier to stay in compliance with records retention.
- Segment network into an individual department to increase network security.

2021-2022 Major Accomplishments

- Upgraded network infrastructure from 10/100 switches to 10/100/1000 POE switches.
- Upgraded VM servers to now HP Simplivity servers and migrated all VM images to a new system.
- Upgraded onsite backup system and added cloud offsite back storage.
- Completed a remodel of cabling and rearranging of phone and data jacks.
- Implemented a patch management system to help in maintaining all updated servers and computers.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Preliminary Budget
General Fund	$486,064	$436,440	$436,440	$579,757
Special Revenue	$259,223	$107,550	$107,550	$0
ARPA	$0	$0	$0	$85,400
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$745,287**	**$543,990**	**$543,990**	**$665,157**
Authorized Full-Time Equivalent Positions	**0.00**	**0.00**	**0.00**	**0.00**

Program: Community Engagement Bureau

Police Department

FY 2022-2023 Preliminary Budget

Program No.: 3120

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Preliminary Budget
Salary and Benefits	$741,490	$1,169,419	$1,169,419	$1,149,247
Services	$1,927	$8,190	$8,190	$8,598
Commodities	$3,433	$8,280	$8,280	$27,552
Internal Services	$85,125	$158,340	$158,340	$339,539
Capital Outlay	$0	$0	$0	$9,087
Debt Service	$0	$0	$0	$0
Total Expenditures	**$831,975**	**$1,344,229**	**$1,344,229**	**$1,534,024**
Authorized Full-Time Equivalent Positions	**6.95**	**9.75**	**9.75**	**9.75**

Programs Details

The Community Engagement Bureau is overseen by a Lieutenant and is divided into two divisions, the Neighborhood Engagement Team and Community Engagement Team.

The Neighborhood Engagement Team (NET) is a multidisciplinary team including: one Sergeant, one Detective, three Officers, one Mental Health Clinician from the Los Angeles County Department of Mental Health, and one Outreach and Housing Navigation Coordinator. The team is tasked with the primary function of identifying and formulating long-term solutions to resolve community issues, rather than a reactive response to calls for service. As a Community-Based Policing program, NET uses creative strategies to solve problems through collaboration with various community stakeholders (i.e. residents, business owners, apartment owners/managers, private and public organizations, and all departments within the municipality) to provide a permanent solution to an identified problem.

Part of the strategy is to build on our multidisciplinary approach to provide services to individuals experiencing homelessness and/or having a mental health crisis. The team uses an outreach and service connection approach to engage people experiencing unsheltered homelessness and not place handcuffs on them. The team has worked to establish linkages with the local faith-based community, service groups, and regional providers to secure resources for people experiencing homelessness, connect people with emergency food and motel resources, transportation to re-connect with families, and interim and permanent housing resources. Team members are projected to make 562 contacts this year and facilitate shelter for 42 individuals experiencing homelessness.

The Mental Health Clinician assists patrol officers with crisis intervention and mental health calls. The co-response model is designed to bring together differing disciplines and areas of expertise to provide holistic services to various members of the community. The team also engages in outreach to those who have been hospitalized for a mental health crisis and their families to ensure proper support and ongoing care by providing connections with service providers.

The Detective assigned to this unit handles crimes with a victim or suspect who is homeless, crimes with a mental health nexus, psychiatric holds and follow-up, prostitution, gambling, vandalism, Alcohol Beverage Control (ABC) issues, and narcotics.

The Community Engagement Team also has a Sergeant and part-time Community Service Officers, who offer services to the community such as Neighborhood and Business Watch programs, residential and business inspections, and various virtual engagement sessions designed to meet the specific needs of the community. This Sergeant is responsible for the recruitment/hiring of all Police Department personnel.

The Monterey Park Citizen’s Patrol, Chaplain, Reserve Officers, Police Explorers, and social media programs are also part of this team’s responsibility. These programs enable the community to become an integral part of the Police Department.

Police Department
FY 2022-2023 Preliminary Budget

2022-2023 Goals and Objectives

- Hire new employees with a public servant's heart with an understanding of community-oriented policing and its application.
- Develop a program that provides transitional housing and emergency housing to meet the city's needs of the unsheltered population that will be supported through service providers who will provide case management.
- Use the multidisciplinary model to bring together differing disciplines and areas of expertise to provide holistic services to various members of the community through creative strategies and collaboration with various community stakeholders.
- Build the Police Department's Neighborhood Watch, Business Watch, social media, and virtual engagement programs in order to proactively engage with the community through dialogue, collaboration, community input, panel discussions, and working with community leaders to better understand the needs and concerns of the community.
- Maintain the Monterey Park Reserve Officers' and Citizen's Patrol memberships to provide services to address the needs of the community and the Police Department.
- Maintain the Police Explorer Scouts membership to meet the needs of the Explorer Scouts, Community, and the Police Department.

2021-2022 Major Accomplishments

- NET collaborated with various nonprofits and faith-based organizations to identify clients in need and through the partnership with the San Gabriel Valley Council of Governments, utilized a problem-solving fund to assist individuals who were experiencing homelessness and people at risk of experiencing homelessness.
- Re-established the Police Explorer and Gang Resistance Education and Training (G.R.E.A.T) Program in partnership with Alhambra Unified School District.
- Established the Police Department's Unmanned Aerial System (UAS) Program.
- The Community Engagement Bureau, in partnership with Garfield Hospital, held a Toy Drive during the Christmas holiday and provided toys for underprivileged children in the city.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Preliminary Budget
General Fund	$611,463	$1,133,635	$1,133,635	$1,244,692
Special Revenue	$220,511	$210,595	$210,595	$236,442
ARPA	$0	$0	$0	$52,890
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$831,975**	**$1,344,229**	**$1,344,229**	**$1,534,024**

Fire Department

FY 2022-2023 Preliminary Budget

Department Overview

The Fire Department is entrusted with the responsibility of providing this community, its citizens and guests, with the highest level of standard care and emergency response in support of our organizational mission, the preservation of life, property, and the environment. Typical of most other Southern California cities, Monterey Park is subjected to naturally occurring events, such as earthquakes, brush fires, flooding, and mud slides. The Fire Department is charged with the task of managing numerous human-caused hazards as well, including building fires, environmental hazardous conditions, multi-casualty medical events and numerous other catastrophic occurrences. Three of the most heavily traveled state highways border this city. This proximity results in numerous transportation accidents, which require specialized mitigation equipment, the treatment and transportation of injured patients to the community hospitals, and the probability of a transportation vehicle incident with a resulting release of hazardous materials. These and other complex incidents remain a major concern to the Fire Department and the community.

Programs and Services

The Department is organized into six divisions: Fire Administration, Fire Prevention, Emergency Operations, Emergency Medical Services, Community Risk Reduction, and Code Enforcement. The Fire Chief is the administrative manager of the Department with the Emergency Operation Division being divided into three platoons with each managed by a Battalion Chief.

Fire Department
FY 2022-2023 Preliminary Budget

The Operations Division is primarily responsible for emergency response, training, and fleet and facilities maintenance. The Emergency Medical Services Division is responsible for operating life support ambulances and overseeing our paramedic program. The Community Risk Reduction and Fire Prevention Divisions are responsible for the development and operation of the Monterey Park Emergency Operations Center, disaster preparedness; identifying community risks, arson investigations, life safety code enforcement, and community education. The Code Enforcement Division enforces Section 4.30 of the Monterey Park Municipal Code (i.e., Property Maintenance Ordinance), but also enforces portions of Chapter 21 (Zoning Code) along with other related sections of the Monterey Park Municipal Code. The Code Enforcement Division is responsible for the City's coordination of the annual L.A. County "Weed Abatement" program. The men and women of the Fire Department take great pride in providing service to the community with character, commitment, and competency.

Significant Changes

There were no significant changes in Fiscal Year 2022-2023.

Department Budget Summary

Expenditures by Program					
Program Name	Program No.	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Fire Admin	3201	$521,114	$538,640	$538,640	$635,243
Fire Prevention	3205	$632,855	$559,664	$559,664	$592,076
Emergency Operations	3210	$9,320,149	$8,565,539	$8,565,539	$9,218,016
Emergency Medical Services	3220	$4,267,352	$3,650,034	$3,650,034	$3,929,815
Community Risk Reduction	3230	$814,814	$775,649	$775,649	$811,864
Code Enforcement	3240	$591,519	$745,637	$745,637	$758,675
Total Expenditures		**$16,147,803**	**$14,835,163**	**$14,835,163**	**$15,945,689**
Authorized Full-Time Equivalent Positions		**65.80**	**65.80**	**65.80**	**66.50**

Fire Department
FY 2022-2023 Preliminary Budget

Department Personnel Summary

FIRE - 3200						
Fire Chief	1	-	1	-	1	0.00
Code Enforcement Officer	4	-	4	-	4	0.00
Division Chief	3	-	3	-	3	0.00
Fire Apprentice	-	0.50	-	0.50	0	0.50
Fire Captain	12	-	12	-	12	0.00
Fire Clerk Typist	-	1	-	1	0	1.00
Fire Engineer	12	-	12	-	12	0.00
Fire Fighter	11	-	11	-	12	0.00
Fire Fighter/Paramedic	13	-	13	-	12	0.00
Fire Intern	-	0.50	-	-	0	1.50
Fire Marshal	1	-	1	-	1	0.00
Fire Prevention Permit Technician I	1	-	1	-	1	0.00
Fire Safety Specialist	1	-	1	0.50	1	0.50
Principal Management Analyst	1	-	1	-	1	0.00
PT EMS	-	1.80	-	1.80	0	0.00
Senior Account Clerk	1	-	2	-	2	0.00
Senior Clerk Typist	1	-	1	-	1	0.00
FIRE TOTAL	62	3.80	63	3.80	63	3.50

Funding Source by Type

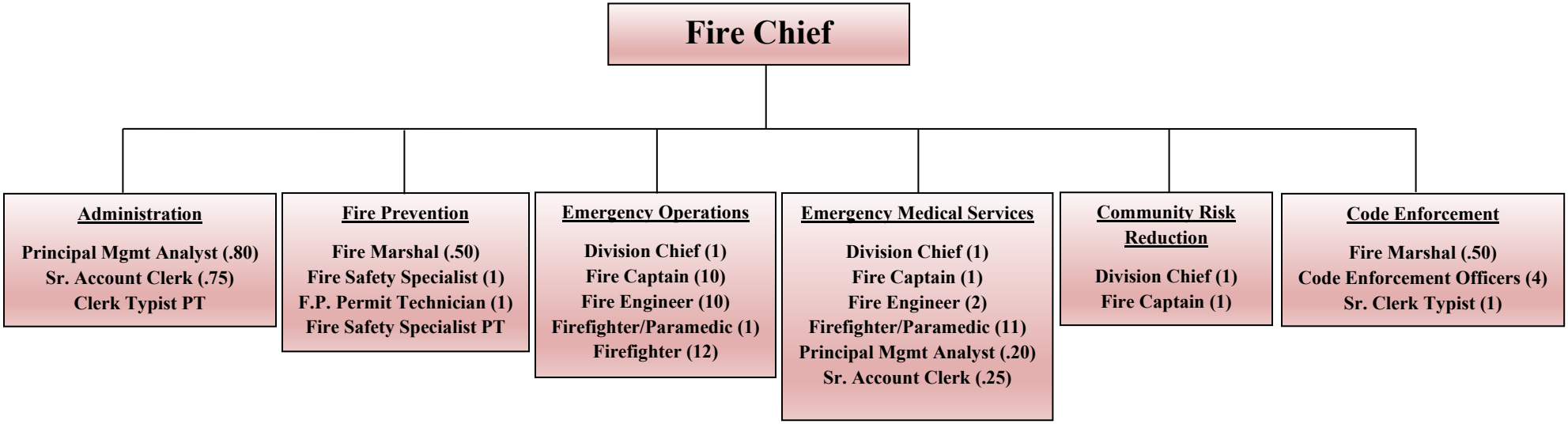
Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$11,383,157	$12,509,469	$12,509,469	$13,337,362
Special Revenue	$4,278,917	$1,719,577	$1,719,577	$1,877,925
ARPA	$0	$0	$0	$70,664
Enterprise	$259,852	$355,874	$355,874	$402,395
Internal Service	$225,876	$250,243	$250,243	$257,343
Total	**$16,147,803**	**$14,835,163**	**$14,835,163**	**$15,945,689**

Fire Department

FY 2022-2023 Preliminary Budget

Monterey Park Fire Department

Organizational Chart



Fire Department
FY 2022-2023 Preliminary Budget

Program: Fire Administration

Program No.: 3201

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$252,093	$257,708	$257,708	$339,194
Services	$171,033	$161,202	$161,202	$151,303
Commodities	$35,013	$54,150	$54,150	$62,650
Internal Services	$62,975	$65,580	$65,580	$82,096
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$521,114**	**$538,640**	**$538,640**	**$635,243**
Authorized Full-Time Equivalent Positions	**2.85**	**2.85**	**2.85**	**3.00**

Programs Details

Fire Administration consists of the Fire Chief and his/her Administrative Staff. The Fire Chief, under the direction of the City Manager and City Council, is responsible for long-range planning, budgeting, and personnel development. The Fire Chief is also tasked with setting and meeting goals and objectives relative to maintaining and improving levels of services to the community. The Fire Chief maintains consistent levels of performance and productivity by continuous evaluation and review of the progress made towards the stated objectives.

The Fire Chief achieves these standards by employing a variety of modern management techniques and leadership. The Fire Chief recruits, selects, and provides continuous employee development to ensure a high level of competence and integrity in his/her staff. The service objectives of the Fire Department are currently achieved by maintaining three strategically located fire stations and one Emergency Operations Center within the community. Residents benefit from prompt 24-hour response of emergency service units.

The Fire Chief and his/her administrative staff seek to develop and implement new programs and innovations to maintain the highest level of service to the community at the most reasonable cost. This occurs through participation in area automatic and mutual aid agreements that augment our emergency resources available for single and multiple alarms within the City. This is also accomplished through programs that utilize our CERT volunteers and improved life-safety programs that includes the citizens we serve.

2022-2023 Goals and Objectives

- Research and apply for additional industry specific grant funding to enhance public safety services and equipment in the community and region.
- Review the feasibility of rebuilding or relocating Fire Station 63.

2021-2022 Major Accomplishment

- Completed the Fire Station 62 rebuild project.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$327,358	$382,810	$382,810	$430,560
Special Revenue	$193,755	$155,830	$155,830	$134,019
ARPA	$0	$0	$0	$70,664
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$521,114**	**$538,640**	**$538,640**	**$635,243**

Program: Fire Prevention

Program No.: 3205

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$411,189	$356,571	$356,571	$357,147
Services	$96,750	$78,933	$78,933	$78,933
Commodities	$6,642	$15,200	$15,200	$15,200
Internal Services	$118,275	$108,960	$108,960	$140,796
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$632,855**	**$559,664**	**$559,664**	**$592,076**
Authorized Full-Time Equivalent Positions	**3.60**	**3.60**	**3.60**	**4.00**

Programs Details

The Fire Prevention Division promotes life-saving and property protection through on-site inspections, field investigations, engineering efforts, field inspection of construction projects, and community relations. The Division conducts inspections mandated by the California Health and Safety Code to facilitate compliance of State and local standards for new and existing buildings and facilities. The efforts of this Division are divided into two major programs, Fire Safety and Environmental Safety. The Fire Safety Programs mitigate hazards associated with life or property loss. These activities include reviewing architectural and fire protection plans for fire safety, issuing fire permits, and conducting field inspections and investigations. Environmental Safety

Programs mitigate hazards that may endanger or damage the environment. This includes responsibilities related to hazardous materials handling and industrial waste mitigation.

This Division is also responsible for recovering costs for inspection services, plan reviews, and fire permits required by the California Fire Code, local regulations, and field investigations.

2022-2023 Goals and Objectives

- Improve organizational effectiveness and efficiency: As required by State mandate, adopt the 2022 California Code of Regulations, Title 24, to include the California Fire Code with local code amendments.

- Improve organizational effectiveness and efficiency: Digitize Fire Prevention plans and records management. This system places all properties into one platform for effective analytics, reporting, and accurate documentation. The use of a cloud-based software platform to create a centralized depository of this data in an electronic format aids in code enforcement and fulfills the requirements of the Insurance Service Office (ISO). The Insurance Service Office sets the fire insurance rates for all the properties within the City to maintain the Fire Department's Class 1 rating.

- Complete Market Place and other major projects: Continue to collaborate with design professionals for the Market Place Development, Best Western Hotel, the Holiday Inn Suites, and other major development projects. This is done with permits for their dynamic fire protection systems, fire service features, and operations. The Fire Prevention Division works in collaboration with City Building, Planning, and Public Works departments to complete the Market Place project and other major projects in a timely manner.

2021-2022 Major Accomplishments

- Collaborated with developers, design professionals, and contractors for the construction of our new Fire Station on South Garfield, and the Courtyard by Marriott project to facilitate fire clearance for tenant occupancy. Comprehensive review of the installation for fire protection systems under construction at the Holiday Inn Suites, Shell Gas Station, Starbucks, Raising Canes, and other developments in the city.

- Diligent and effective management of the annual vapor mitigation system permits. This system ensures properties continue to maintain and test the soil gas mitigation systems at the Market Place in accordance with the Declaration of Covenant Agreement with the City.

- Communicating fire and life safety to the public and raising awareness about community risk reduction programs by sending letters to multi-family property owners and publishing articles in our Cascades Newspaper to promote the safety and well-being of all community members.

- Digitized 20 percent of inspection records into an electronic format. This process included the Apartment Inspection Program, Business Inspection program, and fire permits. This was done for migration into the City's Go Gov software to aid in enforcement, improve efficiency, and create a centralized depository of the data.

- Migrated 20 percent of records into a one software system for the Apartment and Business Inspection Program. This electronic format allows for the central depository of documents. With this process, records management schedules are now easily identified for appropriate destruction in accordance with the City's Retention Schedule.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$531,469	$530,351	$530,351	$561,297
Special Revenue	$101,386	$27,314	$27,314	$28,679
Enterprise	$0	$0	$0	$0
Internal Service	$0	$2,000	$2,000	$2,100
Total Expenditures	**$632,855**	**$559,664**	**$559,664**	**$592,076**

Fire Department
FY 2022-2023 Preliminary Budget

Program: Emergency Operations Division

Program No.: 3210

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$8,109,879	$6,551,573	$6,551,573	$6,764,522
Services	$370,525	$406,360	$406,360	$452,463
Commodities	$161,496	$207,926	$207,926	$237,926
Internal Services	$678,250	$1,399,680	$1,399,680	$1,763,105
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$9,320,149**	**$8,565,539**	**$8,565,539**	**$9,218,016**
Authorized Full-Time Equivalent Positions	**34.20**	**34.20**	**34.20**	**34.25**

Programs Details

The Emergency Operations Division is charged with providing rapid and efficient emergency response to fires, hazardous conditions, rescues, illnesses, or other incidents where the health, safety, and welfare of the public is in jeopardy. One measurement of the Emergency Operations Division's efficiency is the class rating assigned to the City by the Insurance Service Organization (I.S.O.). This national rating system reviews and takes into consideration the municipal water system, 911 communications system, response staffing, employee training, and readiness of city facilities. This rating classification is used by the insurance industry to determine fire insurance rates for homeowners and businesses within the community. On a national scale of one to ten, with one being the highest to obtain and maintain. The City of Monterey Park enjoys a rating of "Class 1" for three national evaluation periods.

Command and control of Emergency Operations is provided on a daily basis by three 24-hour platoon schedule Battalion Chiefs. In addition to daily emergency operations, each Battalion Chief performs several staff assignments. These include: Emergency Medical Coordinator, Personnel Administration, Training Coordinator, Disaster Preparedness Coordinator, Incident Safety Officer, and Fleet/Facility Maintenance.

The Emergency Operations Division strives to achieve the highest quality of dependable, economical services possible. This is accomplished through the use of clearly established operational guidelines and by recruiting, training, and focused career development of the most motivated and skilled personnel.

Specific Service Objectives are:

- Mitigate and, wherever possible, prevent the loss of life and/or property destruction. To protect the environment from fires and human-caused, or natural disasters.

- Effectively manage disaster incidents resulting from natural, human-caused, and civil actions; minimize loss of life, property damage, and environmental impact through Emergency Disaster Preparedness and training.

- Develop and implement long-range fire/rescue planning objectives for future fire needs through best practices, continuing education, and regional operational forecasting.

- Provide for the initial determination of causation and origin of all fires occurring within the jurisdiction.

- Make effective use of all methods and means available to educate and advertise the services and programs offered to the community through social media, print media, public event participation.

- Provide training and career development opportunities for personnel using accepted models with an emphasis on meeting long-range organizational goals.

2022-2023 Goals and Objectives

- Provide comprehensive training on our new APS records management and training program. This training will enable us to track our training activities and communications coverage. Additionally, APS allows the Department to adhere to federal requirements with NFIRS (National Fire Incident Reporting System) reporting.

Fire Department

FY 2022-2023 Preliminary Budget

2021-2022 Major Accomplishments

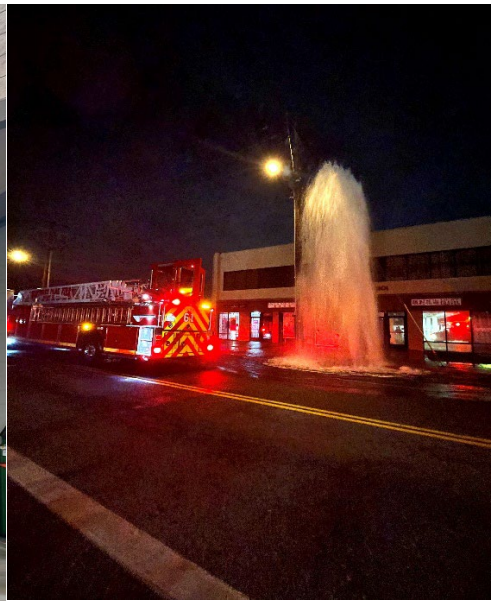
- Provided comprehensive training to all Fire Department members on the functionality of the recently purchased tri-band radios for public safety interoperability.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$6,238,509	$7,169,358	$7,169,358	$7,765,068
Special Revenue	$2,898,010	$1,187,938	$1,187,938	$1,239,705
Enterprise	$0	$0	$0	$0
Internal Service	$183,630	$208,243	$208,243	$213,243
Total Expenditures	**$9,320,149**	**$8,565,539**	**$8,565,539**	**$9,218,016**

Fire Department
FY 2022-2023 Preliminary Budget

Program: Emergency Medical Services



Program No.: 3220

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$3,369,775	$2,541,433	$2,541,433	$2,613,989
Services	$370,113	$390,911	$390,911	$393,761
Commodities	$93,492	$111,050	$111,050	$111,050
Internal Services	$433,972	$606,640	$606,640	$700,414
Capital Outlay	$0	$0	$0	$110,601
Debt Service	$0	$0	$0	$0
Total Expenditures	**$4,267,352**	**$3,650,034**	**$3,650,034**	**$3,929,815**
Authorized Full-Time Equivalent Positions	**17.45**	**17.45**	**17.45**	**17.50**

Programs Details

The Emergency Medical Services Division is charged with the responsibility of providing prompt and efficient emergency medical care for our community. This division provides a fee-for-service and/or subscription Paramedic ambulance transport service using cross-trained, dual-role, Firefighter/Paramedics. The program operates two fully equipped advanced life support Paramedic ambulances and two Paramedic Assessment Engine Companies.

Specific Service Objectives are:

- Maintain advance life support (ALS) service in a timely manner to all areas of the community using state-of-the-art equipment and personnel trained in the most modern emergency medical techniques.

- Maintain the highest level of emergency medical services to the community using best practices for training, in person Nurse education, and re-evaluation of these skills through our UCLA contracted Quality Improvement Program.

2022-2023 Goals and Objectives

- Expand "Tactical Medicine" training to our membership through UCLA.
- Designation of Quint 61 as a Paramedic Assessment Unit.
- Continue with UCLA provided training in Post Cardiac Arrest management.

2021-2022 Major Accomplishments

- Participated in multiple studies through Los Angeles Department of Health Services and UCLA in the last year for Traumatic Brain Injuries, Post Near Drowning Resuscitation, Cardiac Arrest/ROSC outcomes, Pediatric Base Contacts/Transport study.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$3,415,951	$3,354,562	$3,354,562	$3,509,969
Special Revenue	$820,213	$265,471	$265,471	$388,346
Enterprise	$0	$0	$0	$0
Internal Service	$31,188	$30,000	$30,000	$31,500
Total Expenditures	**$4,267,352**	**$3,650,034**	**$3,650,034**	**$3,929,815**

Program: Community Risk Reduction

Program No.: 3230

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$686,592	$563,556	$563,556	$578,869
Services	$73,505	$65,763	$65,763	$66,063
Commodities	$26,841	$29,750	$29,750	$29,750
Internal Services	$27,875	$116,580	$116,580	$137,182
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$814,814**	**$775,649**	**$775,649**	**$811,864**
Authorized Full-Time Equivalent Positions	**2.20**	**2.20**	**2.20**	**2.25**

Programs Details

The Community Risk Reduction Division within the Fire Department has several key responsibilities that fall under two categories. The first is the organization and operational readiness of the Monterey Park Emergency Operations Center. This includes maintaining the readiness of the EOC as well as training City personnel to assume their roles during planned and unplanned events or disasters. The second category of this Division is Emergency Preparedness Services. This component is the public interface for disaster planning and response. It also includes the CERT Program and community education events and services.

Through this Division, the City provides a comprehensive Emergency Preparedness program that includes both an Emergency Operations Plan and Local Hazards Mitigation Plan. Both of which are reviewed biannually and approved by Cal OES and FEMA.

The following are the specific service objectives:

EOC Development and Operations

- Develop hardware and program elements using "Best practices" whenever practical to ensure that the City of Monterey Park is ready and able to respond to all-risk hazards, both natural and man-made.
- Coordinate with all City departments to produce a cohesive emergency response framework.
- Follow the National Response Framework and comply with the requirements of the National Incident Management System (NIMS).
- Prepare for and participate in planned events that require a unified command for efficiency and success.
- Highest level of readiness, utilize all resources made available to the City to further disaster readiness and training of City personnel to function before, during, and after an incident.

Emergency Preparedness Services

- Maintain the CERT Program, lines of communication with CERT members, exchange of information, etc.
- Conduct classes for new CERT members to increase community preparedness and the City's volunteer corps.
- Work with community groups interested in emergency preparedness, trailer presentations, Neighborhood Watch, business watch, and local civic organizations.

Community Risk Reduction

- Develop partnerships with the community to implement programs, initiatives, and services that prevent and/or mitigate the risk of human caused or natural disasters and their long-term impact on the city as a whole.

Fire Prevention & Arson

- Combine resources with Community Risk Reduction and Fire Prevention to identify existing and potential hazards in the community for the implementation of an efficient identification and prevention component, risk reduction measures, and the environmentally sensitive mitigation of those hazards.

2022-2023 Goals and Objectives

- As the city emerges from the pandemic, the CRR division will be able to provide the following training opportunities to improve Community Risk Reduction, disaster preparedness, and public communications:
    - Resident/teen CERT training
    - City staff CERT training
    - City staff EOC drills
- Enhance disaster preparedness with designated EOC city personnel. Staff will complete the following FEMA courses: IS-100 (Introduction to the Incident Command System) and IS-700 (Introduction to the National Incident Management System).

2021-2022 Major Accomplishments

- The CRR division completed a technology upgrade of the EOC which included new displays, new chrome book computers for EOC disaster operations and improvement of the internet network access points.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$602,692	$701,689	$701,689	$734,205
Special Revenue	$201,064	$63,961	$63,961	$67,159
Enterprise	$0	$0	$0	$0
Internal Service	$11,058	$10,000	$10,000	$10,500
Total Expenditures	**$814,814**	**$775,649**	**$775,649**	**$811,864**
Authorized Full-Time Equivalent Positions	**1.95**	**2.20**	**2.20**	**2.20**

Program: Code Compliance

Program No.: 3240

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$527,845	$500,387	$500,387	$497,461
Services	$16,177	$30,610	$30,610	$30,610
Commodities	$7,747	$8,980	$8,980	$8,980
Internal Services	$39,750	$205,660	$205,660	$221,624
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$591,519**	**$745,637**	**$745,637**	**$758,675**
Authorized Full-Time Equivalent Positions	**5.50**	**5.50**	**5.50**	**5.50**

Programs Details

The Code Compliance Division enforces a variety of code provisions including Titles 4, 5, 6, 9, 13, 14, 16, 20 and 21 of the Monterey Park Municipal Code. Division personnel are also involved in the enforcement of certain aspects of the Uniform codes which include: UAC, UBC, UHC, UPC, NEC, and UMC, as well as Federal, State, and Los Angeles County Codes.

The Code Compliance Division is responsible for maintaining high neighborhood standards through code compliance techniques through zoning/land use, property maintenance, housing codes as well as city business license enforcement. The division coordinates with internal city departments and external agencies ensuring compliance. The program is intended to promote voluntary compliance but is designed to effectuate the appropriate corrective action.

The Division's specific service objectives include:

- Continue the Division's policy of investigating all Council, citizen, or staff complaints concerning residential or commercial property maintenance violations. Inspectors make initial contact within 48 hours of receiving a complaint. Then followed up by contact with complainants review of findings and the planned course of action is usually initiated within 72 hours.
- Proactively identify violations of the municipal code relating to zoning/land use, property maintenance, yard sales, banners, business license renewals, signage, inoperable vehicles (On private property), and substandard housing/buildings etc.
- Monitor residential businesses to comply with City Home Occupation requirements.

- Monitor and evaluate complaints concerning the National Pollution Discharge Elimination System (NPDES) on private property.
- Provide follow-up to discretionary permits, when requested by Planning Division (Conditional Use and Temporary Use Permits, etc.).
- Promote voluntary compliance through public education/awareness programs such as community access channel, attendance at City sponsored events, distribution of handouts/brochures, Code Compliance Volunteer Program, Citizen Academy, etc.
- Supervise the Code Compliance Volunteer program on the weekends.

2022-2023 Goals and Objectives

- Improve organizational effectiveness and efficiency: As required by State mandate (Senate Bill 296) each local jurisdiction that employs a Code Enforcement Officer will evaluate risks, threats, and hazards applicable to the City's Code Enforcement Officers and develop appropriate safety standards.
- Improve organizational effectiveness and efficiency: Work in partnership with the community to raise awareness of the City's regulations, reduce neighborhood degradation, and enhance the quality of neighborhood. This is accomplished by publishing articles in the Cascades newspaper, active participation in community meetings and city sponsored events to foster community engagement.

2021-2022 Major Accomplishments

- Developed a property maintenance brochure published in the Cascades Newspaper about the City's regulations to promote public education and awareness.
- Partnered with the Fire Prevention Division to inspect multi-family properties for enforcement of the City's property maintenance regulations.
- Partnered with residents promoting voluntary compliance. This was accomplished by educating community members about the City's property maintenance regulations and publishing monthly articles in the Cascades Newspaper. The goal of raising awareness was to protect property owner investments and enhance the quality of neighborhoods was addressed.

- The Code Compliance Division actively partnered with the Public Works Department to proactively monitor residential and commercial areas for abandoned shopping carts, banners/signs, litter, and bulky items discarded on public property and streets. These efforts resulted in removal of over 4,000 items to keep the city looking its best, beautification of the neighborhoods, and keeping the community safe.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$267,178	$370,698	$370,698	$336,263
Special Revenue	$64,488	$19,064	$19,064	$20,017
Enterprise	$259,852	$355,874	$355,874	$402,395
Internal Service	$0	$0	$0	$0
Total Expenditures	**$591,519**	**$745,637**	**$745,637**	**$758,675**

Library Department

FY 2022-2023 Preliminary Budget

Department Overview

The mission of the Monterey Park Bruggemeyer Library is to meet the cultural, educational, and informational needs of the residents of the City of Monterey Park by providing free and open access to its resources and services.

Library Department
FY 2022-2023 Preliminary Budget

Programs and Services

The Library serves the entire community by maintaining a diversified collection of print and electronic books, magazines, periodicals and audio-visual materials in community languages; providing public computer access, Wi-Fi in the building, internet hotspots and laptops for home use to support digital literacy and address the digital divide; teaching English and helping residents become citizens; supporting children and families with collections, services and partnerships to encourage early literacy, school readiness and academic success, and lifelong learning; providing opportunities for personal growth and workforce development through Career Center services; and preserving Monterey Park's heritage by collecting local information and materials of historical significance.

Significant Changes

Effective FY 2022-2023, responsibility for the operations of the Circulation division has moved under the Technical Services Senior Librarian. The staff of the Circulation division have been cross trained to work across the divisions of the Library and are assigned to the three public facing programs: Reference Services, Literacy, and Children's Services.

Department Budget Summary

Expenditures by Program					
Program Name	Program No.	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Library Admin	6001	$551,131	$508,391	$508,391	$721,100
Reference & Adult Services	6002	$426,797	$413,729	$413,729	$692,750
Technical Services	6003	$522,659	$538,866	$538,866	$573,833
Circulation	6004	$304,751	$436,451	$436,451	$0
Literacy	6005	$170,291	$243,606	$243,606	$534,979
Children Services	6006	$318,093	$368,076	$368,076	$555,123
Total Expenditures		**$2,293,721**	**$2,509,118**	**$2,509,118**	**$3,077,784**
Authorized Full-Time Equivalent Positions		**24.99**	**19.38**	**19.38**	**25.00**

Library Department
FY 2022-2023 Preliminary Budget

Department Personnel Summary

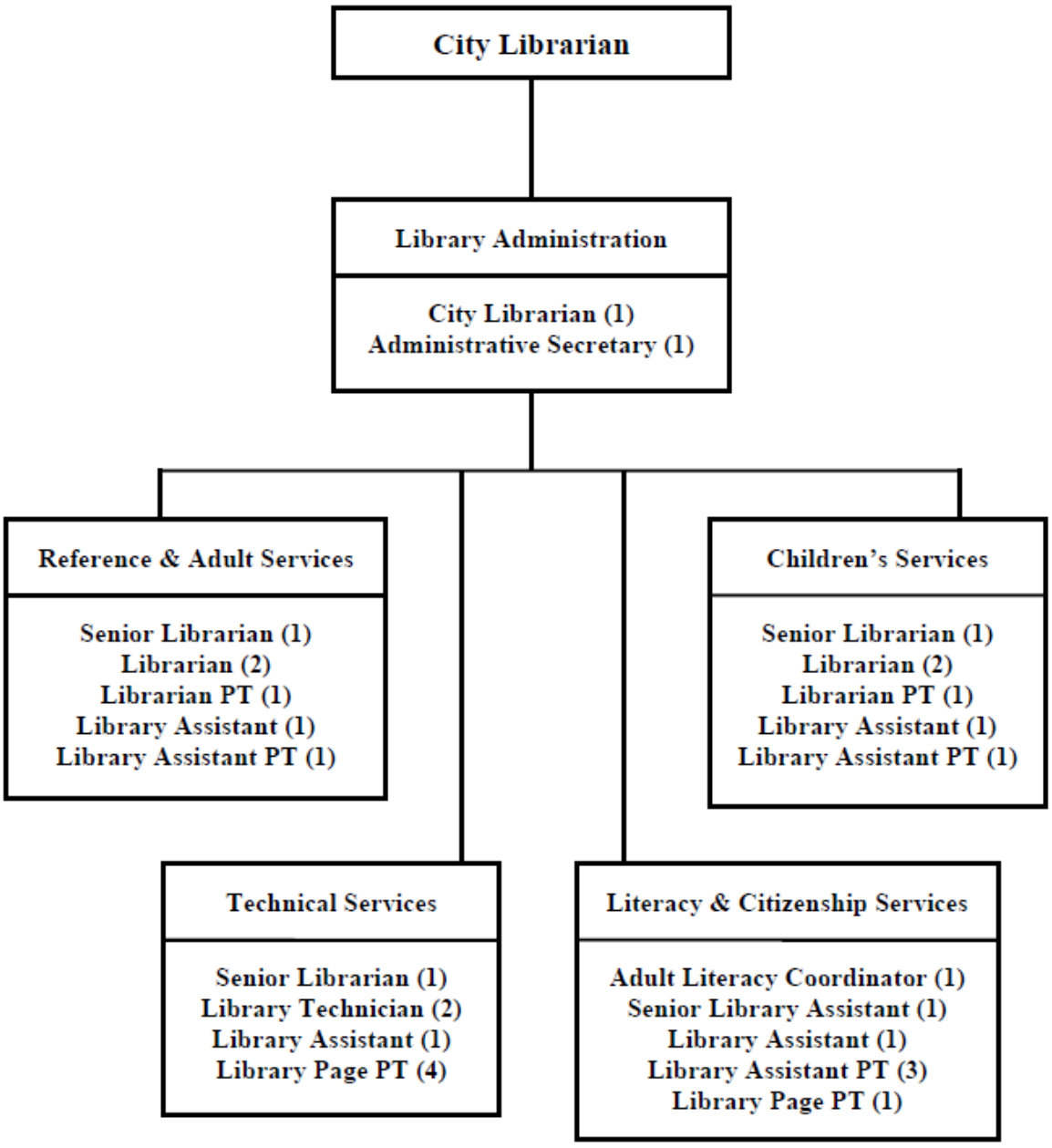
MONTEREY PARK BRUGGEMEYER LIBRARY - 6000

City Librarian	1	-	1	-	1	0.00
Adult Literacy Coordinator	1	-	1	-	1	0.00
Janitor	-	1.70	-		0	0.00
Librarian	3	0.52	4	-	4	1.00
Library Circulation Serv Supervisor	1	-	1	-	1	0.00
Library Assistant	5	2.82	4	0.38	4	3.50
Library Page	-	1.95	-	1.00	0	2.50
Library Technician	2	-	2	-	2	0.00
Administrative Secretary	1	-	1	-	1	0.00
Senior Librarian	3	-	3	-	3	0.00
Senior Library Assistant	1	-	1	-	1	0.00
LIBRARY TOTAL	18.00	6.99	18.00	1.38	18.00	7.00

Library Department
FY 2022-2023 Preliminary Budget

Department Organizational Chart

Monterey Park Bruggemeyer Library



Library Department
FY 2022-2023 Preliminary Budget

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$1,682,542	$2,304,048	$2,304,048	$2,433,044
Special Revenue	$611,179	$205,070	$205,070	$218,388
ARPA	$0	$0	$0	$426,353
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total	**$2,293,721**	**$2,509,118**	**$2,509,118**	**$3,077,784**

Program: Library Administration

Program No.: 6001

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$307,700	$258,501	$258,501	$266,695
Services	$131,889	$168,550	$168,550	$234,170
Commodities	$7,520	$19,800	$19,800	$16,800
Internal Services	$104,021	$61,540	$61,540	$71,873
Capital Outlay	$0	$0	$0	$131,562
Debt Service	$0	$0	$0	$0
Total Expenditures	**$551,131**	**$508,391**	**$508,391**	**$721,100**
Authorized Full-Time Equivalent Positions	**3.70**	**2.00**	**2.00**	**2.00**

Programs Details

The Administration Division is responsible for the overall leadership, management, coordination and marketing of the Monterey Park Bruggemeyer Library. Specific service objectives are to:

- Develop policies and procedures to ensure free and open access to library services.
- Serve as liaison to the Library Board of Trustees, which promotes and strengthens the development of the Monterey Park Bruggemeyer Library.
- Coordinate with the Friends of the Monterey Park Library and Monterey Park Library Foundation, as well as community agencies and organizations, to support and enrich library programs through fundraising.
- Seek out state, federal and private grants to provide additional public services and programs.
- Analyze community needs and library usage to develop collections and services which meet the identified needs.
- Direct the operations of all divisions of the Library.
- Network and share resources with other state and local libraries, and actively participate as a member of the Southern California Library Cooperative (SCLC).

Library Department
FY 2022-2023 Preliminary Budget

2022-2023 Goals and Objectives

- Create a 3 to 5 year strategic plan, with input from residents, staff and stakeholders, that identifies community priorities and needs, and sets strategic areas of focus, as well as specific goals and actions to ensure the Library's collections, programs and services continue to meet the needs of all residents.
- Restore public service hours at the Library to 40 hours per week.

2021-2022 Major Accomplishments

- Presented Pop-Up Library services including checkout, storytimes, crafting meetups and senior fitness sessions at various sites in Monterey Park including Barnes Park, Langley Senior Center and outside the Library, to meet the needs of the community during the Library closure.
- Offered mobile Wi-Fi hotspots and Chromebooks for checkout to close the digital divide by providing residents with access to technology and high-speed internet.
- Added access to online learning platforms for test preparation, career change, small business startup and digital skill building to provide workforce development assistance.
- Offered free digital access to more than 7,000 newspapers and magazines from over 120 countries in 60 different languages.
- Partnered with Recreation and Community Services to host the City's Monster Mash Halloween program, assisting with the trick-or-treating and carnival games and organizing the performers.
- Participated in the City's Holiday Snow Village event, distributing free books and craft kits to families and sharing information about Library services and programs.
- Installed UV air purifiers to eliminate airborne pathogens and microorganisms and improve air quality in the Library for visitors and staff.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$471,674	$487,919	$487,919	$528,042
Special Revenue	$79,457	$20,472	$20,472	$21,495
APRA	$0	$0	$0	$171,562
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$551,131**	**$508,391**	**$508,391**	**$721,100**

Program: Reference and Adult Services

Program No.: 6002

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$379,574	$328,659	$328,659	$510,049
Services	$3,315	$5,000	$5,000	$5,000
Commodities	$27,158	$27,200	$27,200	$30,916
Internal Services	$16,750	$52,870	$52,870	$146,786
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$426,797**	**$413,729**	**$413,729**	**$692,750**
Authorized Full-Time Equivalent Positions	**3.65**	**3.00**	**3.00**	**5.00**

Programs Details

The Reference and Adult Services Division assists adults and teens in finding information through the library collection, online and other research resources. This Division is responsible for organizing, selecting and maintaining the adult, teen, and international collections as well as Government Documents and Special Collection materials. Specific service objectives are to:

- Answer in-person, telephone, text, and email requests for information and recommend books and authors to library users.
- Provide adults and teens with information referrals to community partners and local organizations.
- Instruct library users on how to locate materials and information using the Online Public Access Catalog, electronic resources and the internet.
- Assist adults and teens with technology including computers, laptops, tablets and 3D printing.
- Assist patrons in using the Career Center, which includes computers, books, and online job search, resume writing, and interview preparation resources.
- Conduct computer classes in Cantonese, English, Mandarin, Spanish, and Vietnamese to help adults gain confidence using technology.
- Maintain a Home Delivery Program to provide access to library materials to seniors and homebound members of the community.

- Develop and implement adult and teen programs and events including legal clinics, author talks, health and wellness sessions, film screenings and cultural programs for diverse community audiences.
- Partner with schools, nonprofits and community organizations to expand and enhance library services.

	Actual 2020-2021	Estimated 2021-2022	Projected 2022-2023
Reference Transactions	1,1781	1,325	1,600
Adult/YA Programs Presented	54	48	100
Adult/YA Program Attendance	495	1,000	2,050

2022-2023 Goals and Objectives

- Bring back in-person programming including Adult Beginning Computer Classes, Computer Lab, Get Fit While You Sit senior exercise program, movie screenings, educational lectures and adult craft programs.
- Recruit members for the Library's Junior Friends teen volunteer group to assist the Library in developing new and engaging library programs and services for teens.
- Collaborate with the Monterey Park Historical Museum to create programs to increase awareness about the museum and the Library's local history collection. Work with the museum to host the annual film program featuring film historian Foster Hirsch.
- Collaborate with community agencies, City departments and committees to promote the Library's services.

2021-2022 Major Accomplishments

- Implemented a weekly outdoor Pop-Up Library at Barnes Park where patrons could register and/or renew their library card, check out books, access free Wi-Fi and read newspapers in a comfortable outdoor seating area.
- Partnered with Chinatown Service Center's Behavioral Health Division to offer a two-day mental health fair online. Participants attended four workshops focused on managing anxiety and depression and how to improve sleep using holistic methods. Staff also led an art therapy activity and moderated a mental health panel discussion focusing on the Asian American Pacific Islander community.

- Created new content for the Get Fit While You Sit senior exercise program and increased attendance by offering the program at the Langley Senior Center.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$239,791	$382,046	$382,046	$600,919
Special Revenue	$187,006	$31,682	$31,682	$57,966
ARPA	$0	$0	$0	$33,865
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$426,797**	**$413,729**	**$413,729**	**$692,750**

Library Department
FY 2022-2023 Preliminary Budget

Program: Technical Services

Program No.: 6003

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$435,640	$382,482	$382,482	$403,723
Services	$59,837	$63,714	$63,714	$59,502
Commodities	$5,957	$6,000	$6,000	$4,000
Internal Services	$21,225	$86,670	$86,670	$106,608
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$522,659**	**$538,866**	**$538,866**	**$573,833**
Authorized Full-Time Equivalent Positions	**4.22**	**4.00**	**4.00**	**4.00**

Programs Details

The Technical Services Division is responsible for ordering, receiving, cataloging and preparing all materials received by the library, maintaining the library automation system and the library's online databases, and loaning all circulating print and non-print materials to cardholders. Collection maintenance and the repair of all materials fall within this program. Staff troubleshoots computers, printers, network connections and telecommunication problems.

- Implement library circulation policies established by the Library Board of Trustees.
- Manage library card registrations, maintain patron records and ensure patron privacy.
- Check in and check out all circulating library materials; shelve and organize materials to facilitate access to the collection.
- Manage patron holds of requested materials, including retrieval, notification, processing and pick up.
- Notify cardholders of long overdue, lost or damaged materials; calculate and collect fees; record and deposit money daily.
- Order, receive and catalog all library materials; process invoices for print and non-print items. Coordinate and monitor budget allocations and expenditures.
- Manage and administer, in conjunction with the City Librarian, the library's integrated automation system and assist as a liaison with the vendor.

- Purchase, install and maintain all computers, printers, peripherals, network software and telecommunications connections.

- Maintain the collection by managing the processing of all items for public and staff use, and repairing damaged items.

- Borrow materials via interlibrary loan and keep statistics.

PROGRAM MEASUREMENTS

	Actual 2020-21	Estimated 2021-22	Projected 2022-23
ITEMS CIRCULATED			
Total	32,425	100,000	150,000
Annual Circulation Per Capita	0.54[1]	1.66	2.5
Annual Hours of Opening	164	800	1,500
Amount Saved by Borrowing Instead of Purchasing	$318,786	$700,000	$1,200,000

[1] Population figure used for calculation: 60,380

LIBRARY USERS	Actual 2020-21	Estimated 2021-22	Projected 2022-23
User Visits Per Day	112	200	300
Total User Visits Per Year	4,597	40,000	75,000
New Cardholders Registered	569	750	800
Total Library Cardholders	39,967	40,050	40,100
Number of Holds Fulfilled	15,506	9,500	5,000

NEW ITEMS ADDED	Actual 2020-21	Estimated 2021-22	Projected 2022-23
Cataloged Books	3,395	4,300	4,300
Cataloged Audio-Visual	216	350	350
Government Documents	24	80	80
Total Cataloged Items Added	3,635	4,730	4,730

COLLECTION TOTALS			
All Items	101,428	104,000	104,200

2022-2023 Goals and Objectives

- Improve Wi-Fi access within the Library for the public by upgrading hardware.

2021-2022 Major Accomplishments

- Successfully awarded the California State Library COVID-19 recovery funds to provide 16 Chromebooks and 25 Wi-Fi hotpots for the public and implemented Hotspots and Chromebooks kits lending programs outside the library.

- Partnered with the California State Library to provide ProQuest STEM resources to K-12 students.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$418,125	$509,447	$509,447	$536,647
Special Revenue	$104,534	$29,419	$29,419	$30,890
ARPA	$0	$0	$0	$6,295
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$522,659**	**$538,866**	**$538,866**	**$573,833**

Program: Literacy

Program No.: 6005

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$137,855	$206,855	$206,855	$424,762
Services	$2,441	$2,441	$2,441	$3,739
Commodities	$15,820	$5,330	$5,330	$16,497
Internal Services	$14,175	$28,980	$28,980	$89,980
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$170,291**	**$243,606**	**$243,606**	**$534,979**
Authorized Full-Time Equivalent Positions	**3.45**	**2.38**	**2.38**	**4.50**

Programs Details

The Literacy Services Division provides individual tutoring to adult learners with low literacy skills and classroom instruction to English language learners. This division recruits and trains volunteers to tutor adults in one-to-one, small group or large class settings; provides instruction to adult learners to improve their speaking, reading and writing skills to get a job, assist their family or become naturalized citizens; develops partnerships with workforce programs to help new immigrants find work; and maintains program data and generates reports for federal and state grants. Specific service objectives are to:

- Recruit, train, match, monitor and support volunteer tutors.
- Assess learners and assist them in setting personal goals and a path to reach them.
- Monitor, support and provide educational guidance for tutor-learner pairs.
- Select print and non-print consumable and non-consumable materials appropriate to the interest, level and needs of the program's participants.
- Network with neighboring literacy programs, community partners and agencies to provide literacy activities in response to the needs of the community.
- Execute U.S. passport applications following federal regulations through verifying documents, the identity and signatures of applicants and forwarding application materials to the U. S. Department of State for an issuance determination.

PROGRAM MEASUREMENTS

	Actual 2020-21	Estimated 2021-22	Projected 2022-23
Number of Students Participating	198	200	250
Number of Student Hours	5,550	5,000	7,500
Number of Tutors	24	20	35
Number of Tutor Volunteer Hours	919	750	1,400
Number of Students who became U.S. Citizens	21	15	20
Number of Passports Executed	125	800	800

2022-2023 Goals and Objectives

- Collaborate with Adult and Children's Services Divisions to create new library programming for adult learners to expand upon the current English as a Second Language (ESL) classes and offer adult learners additional learning opportunities.
- Increase volunteer and student recruitment and retention to improve student scores and achievements.
- Expand professional development opportunities for volunteer ESL instructors and tutors to increase effectiveness of teaching methods and lesson planning.

2021-2022 Major Accomplishments

- Created and launched online tutor training courses for new and current volunteer tutors, which contain modules on best approaches to adult education, English-language learning and reading and writing instruction.
- Expanded professional development opportunities for volunteer instructors and tutors by organizing quarterly tutor meetups to discuss new approaches to tutoring, new strategies for English-language learning and new materials for tutors and learners.
- Updated the curriculum for beginning, intermediate and advanced ESL classes with course materials proven successful in adult education schools.

- Created ESL websites for each class to provide tutors and learners with supplemental activities and materials which include videos, vocabulary games, grammar handouts and links to additional readings.
- Created an additional beginning literacy class to meet the growing demand for beginning-level instruction.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$59,058	$164,249	$164,249	$395,724
Special Revenue	$111,233	$79,357	$79,357	$85,122
ARPA	$0	$0	$0	$54,132
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$170,291**	**$243,606**	**$243,606**	**$534,979**

Program: Children Services

Program No.: 6006

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$273,822	$277,807	$277,807	$449,728
Services	$599	$599	$599	$599
Commodities	$27,197	$27,500	$27,500	$27,500
Internal Services	$16,475	$62,170	$62,170	$77,296
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$318,093**	**$368,076**	**$368,076**	**$555,123**
Authorized Full-Time Equivalent Positions	**3.75**	**3.75**	**3.75**	**4.50**

Programs Details

The Children's Services Division is responsible for services to children, caregivers, educators and schools. This division provides the full range of library services from infants through middle school; assists children, teachers and caregivers in locating and using library materials in the Children's area; provides professional level expertise in the selection and management of the library's print, audiovisual and electronic collections in the Children's area; conducts storytimes, Summer Reading Program and other children's programs; and provides outreach into the community as well as tours and storytimes for visiting school groups.

Specific service objectives are to:

- Answer in-person and telephone requests for information and advise the community in the use of materials and services through individual instruction.
- Instruct the community on locating materials and information via the Online Public Access Catalog, electronic databases and the Internet.
- Conduct library tours and provide instruction in the use of library materials and services for school classes, community organizations and other interested groups.
- Select print, audiovisual and electronic materials for children in the languages used in the community in order to meet the educational, informational and recreational needs of the residents.
- Target the informational and educational needs of the community by working with the community and governmental groups to respond with appropriate library services and materials.

- Encourage reading and promote the pleasure of reading by conducting storytimes.
- Encourage reading and improve literacy by conducting a Summer Reading Program for infants through sixth grade students.
- Schedule cultural and educational programs for children that reflect the needs and desires of Monterey Park residents.
- Provide homework assistance services via library volunteers on weekdays during the school year for students up to sixth grade.
- Partner with City departments to expand and enhance services for children and their families.

Program Measurements

	Actual 2020-2021	Estimated 2021-2022	Projected 2022-2023
Reference Transactions	1,178	2,500	3,500
Children's Programs	225	200	250
Children's Program Attendance	6,952	10,000	12,000
Children's Outreach Attendance	280	700	1,200

2022-2023 Goals and Objectives

- Build connections and enhance the Library's presence in the community through staff outreach to public and private schools and by hosting field trips which educate children, parents and teachers on the services of the Library.
- Recruit and train high school volunteers to offer in-person Homework Help on weekdays during the school year.

2021-2022 Major Accomplishments

- Provided outdoor programming, including storytimes, Afterschool Art and Music & Movement to meet the educational and social-emotional needs of families in the community.

- Doubled participation in Summer Reading Program, which included reading incentives, crafts and outdoor activities for over 500 children.
- Hosted the In-N-Out Cover to Cover Reading Program for over 800 children ages 4-12.
- Partnered with City's Recreation and Community Services Department to offer Summer Rec & Read programming for children and their families.
- Partnered with the Boys & Girls Club to offer monthly science, technology, engineering and math (STEM) programming for children ages 6-8.
- Migrated over 100 previously recorded virtual storytimes from YouTube to Niche Academy, an online platform that provides on-demand access to digital content, to ensure copyright compliance and improve the viewing experience for children and their families.

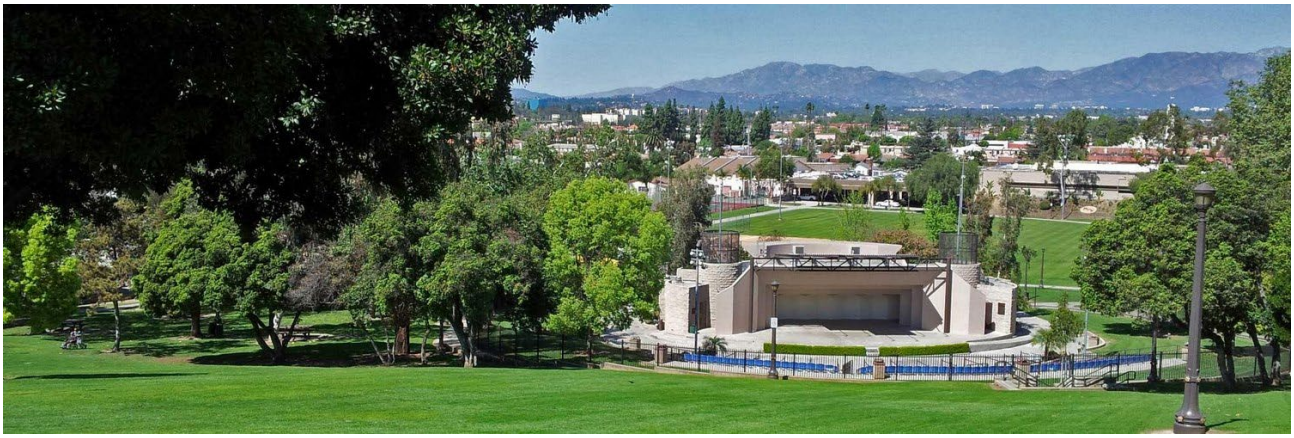
Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$251,338	$346,254	$346,254	$371,711
Special Revenue	$66,755	$21,822	$21,822	$22,913
ARPA	$0	$0	$0	$160,498
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$318,093**	**$368,076**	**$368,076**	**$555,123**

THIS PAGE INTENTIONALLY LEFT BLANK

Recreation and Community Services Department

FY 2022-2023 Preliminary Budget



Department Overview

The Recreation and Community Services Department strives to enrich lives and foster harmony within the community through an array of citywide programs and special events. The Department believes quality of life is improved through healthy life styles, educational and recreational opportunities, public participation, respect, compassion, and the enhancement of our urban forest. The Department accomplishes their goals through community outreach, quality programming, activities and events, safe, and well-maintained parks and facilities, and an aesthetically pleasing environment that is provided by professional and caring employees, contractors and volunteers.

Programs and Services

The Recreation and Community Services Department is responsible for the development, implementation, coordination, and delivery of a variety of recreational and leisure time activities and programs to promote the well-being and enjoyment of life of the City's residents through the fulfillment of their recreation, cultural, social and educational needs.

In addition to traditional programs, the Recreation and Community Services Department operates Community Dial-A-Ride, volunteer program, and state licensed Child Care programs; and schedules Facility and Picnic Reservations. The department is also liaison to four City Commissions: Recreation and Parks Commission, Commission on Aging, Sister Cities Commission, and Community Participation Commission.

Recreation and Community Services Department

FY 2022-2023 Preliminary Budget

The Recreation and Community Services Department operates many of their programs through alternative revenue sources. Specialized Recreation classes, Aquatics, Day Care and Reservations are partially self-supported through the levy of user fees and charges. The Dial-A-Ride Program is financed by Los Angeles County voter approved one-quarter percent sales tax revenue.

Significant Changes

Effective FY 2022-2023, the Media Production and Communications program (6509) is no longer under the Recreation and Community Services Department. Instead, it's assigned to the City Manager's Department.

Department Budget Summary

Expenditures by Program					
Program Name	Program No.	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Facilities Supervision	6502	$315,807	$455,836	$455,836	$853,948
Aquatics	6503	$390,622	$752,028	$752,028	$758,325
Langley Center	6505	$331,603	$545,258	$545,258	$510,879
Childcare Activities	6506	$197,264	$186,509	$186,509	$296,186
Recreation Activities	6507	$65,092	$80,560	$80,560	$85,667
Community Participation	6508	$162,868	$213,098	$213,098	$252,108
Community Transportation	6511	$520,690	$693,802	$693,802	$741,527
Total Expenditures		**$1,983,947**	**$2,927,091**	**$2,927,091**	**$3,498,641**
Authorized Full-Time Equivalent Positions		**35.08**	**36.91**	**36.91**	**36.75**

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$1,218,457	$2,066,678	$2,066,678	$1,743,788
Special Revenue	$749,249	$795,324	$795,324	$818,014
ARPA	$0	$0	$0	$873,591
Enterprise	$15,432	$65,090	$65,090	$63,247
Internal Service	$808	$0	$0	$0
Total	**$1,983,947**	**$2,927,091**	**$2,927,091**	**$3,498,641**

Recreation and Community Services Department

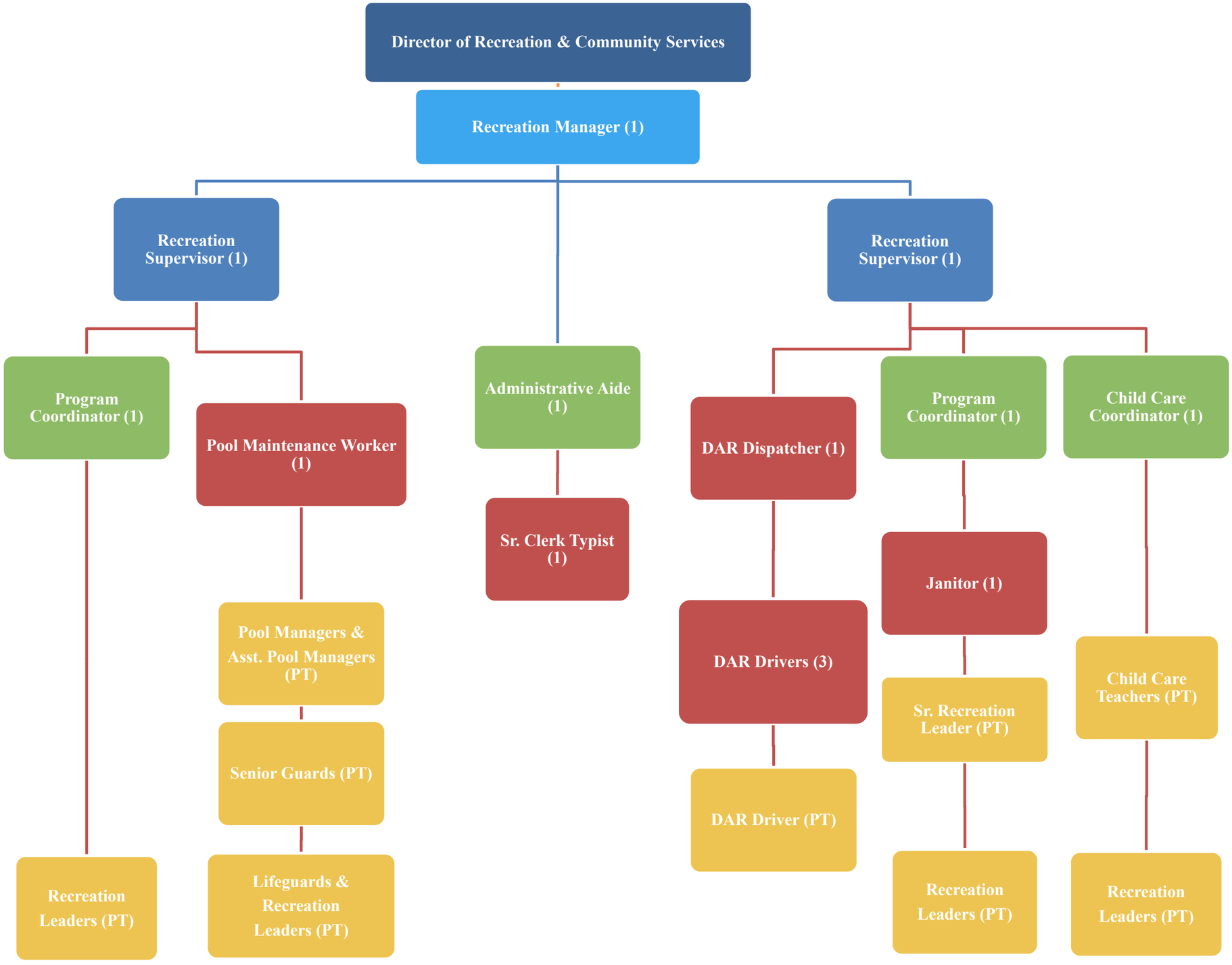
FY 2022-2023 Preliminary Budget

Department Personnel Summary

	FY 2020-2021		FY 2021-2022		FY 2022-2023	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
RECREATION / COMMUNITY SERVICES - 6500						
Director of Recreation/Community Services	1	-	1	-	1	0.00
Adminitrative Aide	1	-	1	-	1	0.00
Assistant Pool Manager	-	0.40	-	0.40	0	0.50
Dial-A-Ride Driver	3	2.00	3	2.00	3	0.00
Cashier	-	0.30	-	0.00	0	0.00
Child Care Coordinator	1	-	1	-	1	0.00
Child Care Teacher	-	3.40	-	3.40	0	3.25
Clerk Typist	-	0.50	-	0.50	0	0.00
Dial-A-Ride Dispatcher	1	-	1	-	1	0.00
Janitor	1	-	1	-	1	0.00
Junior Lifeguard	-	0.24	-	0.00	0	0.00
Lifeguard	-	0.48	-	1.36	0	1.50
Locker Room Attendant	-	0.34	-	0.00	0	0.00
Pool Maintenance Worker	1	-	1	-	1	0.00
Pool Manager	-	3.54	-	3.54	0	3.50
Program Coordinator	2	-	2	-	2	0.00
Recreation Leader	-	8.04	-	8.04	0	10.50
Recreation Manager	1	-	1	-	1	0.00
Recreation Supervisor	2	-	2	-	2	0.00
Senior Clerk Typist	1	-	1	-	1	0.00
Senior Lifeguard	-	0.67	-	0.67	0	1.00
Senior Recreation Leader	-	2.00	-	2.00	0	1.50
RECREATION / COMM. SERVICES TOTAL	**15.00**	**21.91**	**15.00**	**21.91**	**15.00**	**21.75**

City of Monterey Park

Recreation and Community Services



Recreation and Community Services Department

FY 2022-2023 Preliminary Budget

Program: Recreation Facilities

Program No.: 6502

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$182,351	$244,821	$244,821	$615,786
Services	$54,713	$92,700	$92,700	$91,245
Commodities	$8,369	$20,015	$20,015	$29,515
Internal Services	$70,375	$98,300	$98,300	$110,645
Capital Outlay	$0	$0	$0	$6,756
Debt Service	$0	$0	$0	$0
Total Expenditures	**$315,807**	**$455,836**	**$455,836**	**$853,948**
Authorized Full-Time Equivalent Positions	**10.11**	**10.11**	**10.11**	**10.00**

Programs Details

This activity provides for the supervised operation, maintenance, programming and scheduling of the City's facilities: gymnasiums, picnic shelters, meeting rooms, and buildings, ball fields and sports fields that are used by the public, civic organizations, youth and senior citizen groups, schools and education classes.

Service objectives are:

- Provide for safe use of parks, facilities and playgrounds in the participation of activities, programs and events.
- Provide sufficient diversified facilities, conveniently accessible, so that residents of all ages may participate in various leisure, community and athletic activities.
- Provide various locations for youth and/or adult groups to carry out their athletic, social and cultural programs.
- Provide facilities for non-profit groups, community based organizations and the public to utilize for parties, receptions, meetings, concerts, and athletic events.

2022-2023 Goals and Objectives

- Improve community beautification by collaborating with local artists to add art pieces at City facilities and in parks.
- Develop and implement a Park bench, picnic table and bike rack sponsorship program to help replace old park items with new products made of recycled materials.

2021-2022 Major Accomplishments

- Collaborated with the Public Works Department to upgrade Barnes Park amenities to include four additional Pickleball courts.
- Expanded available locations for picnic reservations to include picnic shelters at Sierra Vista Park and Sunnyslopes Park.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$276,037	$443,126	$443,126	$352,606
Special Revenue	$39,770	$12,710	$12,710	$13,220
APRA	$0	$0	$0	$488,123
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$315,807**	**$455,836**	**$455,836**	**$853,948**

Recreation and Community Services Department

FY 2022-2023 Preliminary Budget

Program: Aquatics

Program No.: 6503

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$224,269	$483,104	$483,104	$433,527
Services	$90,685	$149,235	$149,235	$115,350
Commodities	$40,968	$71,629	$71,629	$60,860
Internal Services	$34,700	$48,060	$48,060	$148,588
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$390,622**	**$752,028**	**$752,028**	**$758,325**
Authorized Full-Time Equivalent Positions	**7.02**	**8.02**	**8.02**	**8.00**

Programs Details

This activity supports the operation and maintenance of the Cascades Waterfall and the 70' x 125' pool in George Elder Park. The pool provides opportunities for Swim Development swim instruction and public swimming. Mark Keppel High School Water Polo and Swim Team, utilize the pool during the school year. The George Elder Park pool is open for year-round lap swim, the Manta Rays competitive swim team workouts, private party rentals and for use by elementary schools and local youth organizations for graduation parties, fun days and year-end awards programs.

Service objectives are:

- Provide an Aquatics instructional program for all levels to ensure that all residents have an opportunity to learn to swim.
- Provide a variety of aquatic programs that include social, recreational, education, safety, fitness, and competitive activities for public enjoyment.
- Maintain optimum water temperature and facility conditions to meet accepted health standards for the overall enjoyment of patrons.
- Provide highly trained and customer service friendly aquatics personnel to ensure safe and efficient operations, and for quality programming at the swimming pool.

Recreation and Community Services Department

FY 2022-2023 Preliminary Budget

2022-2023 Goals and Objectives

- Improve organizational effectiveness by scheduling pool maintenance staff to attend trainings focused on the preventative maintenance of the new RayPak heater and other pool equipment at George Elder pool.

- Collaborate with the Public Works Department to install LED underwater pool lights and overhead deck lights at George Elder Pool to improve visibility and energy efficiency.

2021-2022 Major Accomplishments

- Implemented tracking system for the lap swim program utilizing QR codes to help accurately track usage levels on a daily, weekly, and monthly basis.

- Installed a new pool heating system at the George Elder pool.

- Updated and repaired the Cascades waterfall by applying new epoxy paint and replacing led lighting.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$340,156	$735,181	$735,181	$507,931
Special Revenue	$50,466	$16,848	$16,848	$17,547
ARPA	$0	$0	$0	$232,847
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$390,622**	**$752,028**	**$752,028**	**$758,325**

Recreation and Community Services Department

FY 2022-2023 Preliminary Budget

Program: Senior Programs

Program No.: 6505

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$279,290	$365,894	$365,894	$296,746
Services	$26,499	$70,115	$70,115	$59,015
Commodities	$10,739	$40,069	$40,069	$43,569
Internal Services	$15,075	$69,180	$69,180	$111,549
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$331,603**	**$545,258**	**$545,258**	**$510,879**
Authorized Full-Time Equivalent Positions	**4.90**	**4.90**	**4.90**	**5.00**

Recreation and Community Services Department

FY 2022-2023 Preliminary Budget

Programs Details

This activity provides for the operation of Langley Center, the City's Senior Citizen Center. Langley Center provides activities for the local seniors and active older adults, including specialized classes, trips and tours, health and wellness screening, and a range of other services. Activities include dances, lunch program, billiards, table tennis, fitness classes, computer and technology classes, mature driver training course, social clubs, health fair expo, and special events.

Langley Center offers a comprehensive community-wide program that promotes good health, independence, recreation, education and social fulfillment for all older adults.

Service objectives are:

- Provide needed services and programs for senior citizens at Langley Center.
- Provide free health screenings, including eye exams, blood pressure checks and periodic heart disease and stroke screenings and flu shots through the assistance of local agencies and non-profit organizations.
- Provide a variety of senior programs to include social, recreational, educational, and fitness activities for the seniors' enjoyment.
- Work with local senior citizen clubs and organizations to further cultural goodwill among the growing ethnic community.
- Provide lunches for seniors at Langley Center. The City currently works in conjunction with YWCA Intervale Senior Services of San Gabriel Valley to provide meals at Langley Center.
- Provide a "Cooling Center" relief center on days when the outside temperature is over 95 degrees, or when designated by Los Angeles County.

2022-2023 Goals and Objectives

- Increase evening time participation through expanded hours and available fitness opportunities for active older adults.
- Expand city staff knowledge by attending annual trainings focused on active older adults and current aging program trends.

Recreation and Community Services Department

FY 2022-2023 Preliminary Budget

2021-2022 Major Accomplishments

- Implemented an outdoor community health fair with resource booths and free health screenings to over 300 participants.

- Expanded the Langley Fitness center space to 1,100 square feet and added 15 new commercial grade pieces of fitness equipment.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$260,086	$490,598	$490,598	$448,481
Special Revenue	$70,709	$54,660	$54,660	$62,398
ARPA	$0	$0	$0	$0
Enterprise	$0	$0	$0	$0
Internal Service	$808	$0	$0	$0
Total Expenditures	**$331,603**	**$545,258**	**$545,258**	**$510,879**

Recreation and Community Services Department

FY 2022-2023 Preliminary Budget

Program: Youth Programs

Program No.: 6506

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$155,386	$151,037	$151,037	$239,197
Services	$780	$692	$692	$1,050
Commodities	$1,823	$9,000	$9,000	$11,000
Internal Services	$39,275	$25,780	$25,780	$44,939
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$197,264**	**$186,509**	**$186,509**	**$296,186**
Authorized Full-Time Equivalent Positions	**4.50**	**4.50**	**4.50**	**4.50**

Programs Details

The City of Monterey Park provides a quality and affordable youth activities. This activity provides after-school recreational programs and care to youth year around. This division also operates a state licensed program that provides accountability, safety and a high quality, low-cost program to the participating families.

Service objectives are:

- Provide an after-school program at Barnes Park Community Center. The program operates during the school year from 11:00 a.m. to 7:00 p.m., and 6:30 a.m. to 7:00 p.m. when schools are closed for vacation or staff development days.

- Provide a Tiny Tots program that gives children 3 to 5 years old an introduction to reading, social skills, math, science, and large & fine motor skills in a fun environment.

- Provide positive reinforcement and build self-esteem in the youth of our community through their participation in the programs and activities offered by the Recreation and Community Services Department.

Recreation and Community Services Department

FY 2022-2023 Preliminary Budget

2022-2023 Goals and Objectives

- Develop a mediation and relaxation space where the youth can participate in quiet activities that help promote peace, balance, and reduce anxiety.

- Host activities that introduce and teach youth the rules and fundamentals of the paddle sport, "Pickleball".

2021-2022 Major Accomplishments

- Maintained full enrollment by successfully implementing a virtual Tiny Tots program for children ages 3-5 years old that later transitioned into in-person learning.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$162,631	$177,350	$177,350	$178,240
Special Revenue	$34,634	$9,159	$9,159	$9,617
ARPA	$0	$0	$0	$108,329
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$197,264**	**$186,509**	**$186,509**	**$296,186**

Recreation and Community Services Department

FY 2022-2023 Preliminary Budget

Program: Recreation Programs

Program No.: 6507

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$40,553	$47,820	$47,820	$50,211
Services	$9,714	$20,310	$20,310	$20,310
Commodities	$0	$0	$0	$0
Internal Services	$14,825	$12,430	$12,430	$15,146
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$65,092**	**$80,560**	**$80,560**	**$85,667**
Authorized Full-Time Equivalent Positions	**0.80**	**1.63**	**1.63**	**1.50**

Programs Details

This activity provides the public with special interest recreation and leisure time programs and activities. Programs include Specialized Recreation Activity Classes, Summer Youth Lunch Program, and Adult Athletic Leagues. The programs represented in this activity category are self-sustaining programs and requires either a registration or league fee, grant funds or sponsor donations to cover the cost.

Service objectives are:

- To offer a variety of specialized programs, adult athletic leagues, and special events to allow residents the opportunity to participate and identify with the community, to expand their skills and interests, and social, cultural and educational horizons.

- Continue to provide opportunities for individuals to initiate and/or maintain physical and mental fitness through a variety activities.

- Provide opportunities for community residents of all ages to learn, utilize, improve and enjoy new skills; and to experience recreational, social and cultural relationships through expanded programs, activities and events.

Recreation and Community Services Department

FY 2022-2023 Preliminary Budget

2022-2023 Goals and Objectives

- Increase available walkability routes in parks and implement a community walking challenge that will incentivize and encourage residents to walk and track their progress.
- Expand community participation by exploring the development of an adult pickleball league.

2021-2022 Major Accomplishments

- Developed and implemented the 1st annual Pickleball Tournament at Barnes Park which hosted over 100 participants from throughout California.
- Participated as a Regional host for the Major League Baseball Jr. Homerun Derby.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$65,092	$80,560	$80,560	$85,667
Special Revenue	$0	$0	$0	$0
ARPA	$0	$0	$0	$0
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$65,092**	**$80,560**	**$80,560**	**$85,667**

Recreation and Community Services Department

FY 2022-2023 Preliminary Budget

Program: Special Events

Program No.: 6508

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$132,263	$99,499	$99,499	$111,246
Services	$3,223	$6,499	$6,499	$13,450
Commodities	$23,383	$72,390	$72,390	$107,290
Internal Services	$4,000	$34,710	$34,710	$20,122
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$162,868**	**$213,098**	**$213,098**	**$252,108**
Authorized Full-Time Equivalent Positions	**1.05**	**1.05**	**1.05**	**1.00**

Programs Details

This Division coordinates all Citywide Special Events. Traditional events conducted annually include, but are not limited to: Lunar New Year Celebration, Cherry Blossom Festival, Cinco de Mayo, MPK Birthday, Summer Movies and Concerts, Holiday Snow Village and the Independence Day Celebration. Special functions include Council Reorganization Functions, Farmers' Market and Volunteer Recognition. The Department serves as the liaison to Commissioners, Special Contractors

and/or Community Organizations in the promotion, fund raising, planning, coordination and administration of community events and cultural activities. In addition, this division organizes a special recognition program for the volunteers who supplement the City's work force.

Service objectives are:

- Assist with the recruitment and recognition of volunteers for special programs and events.
- Maintain overall success of the Special Event Programs through continuous coordination with the individuals and groups.
- Assist with planning, logistics and implementation of citywide special events.

2022-2023 Goals and Objectives

- Revamp and reinstate the community volunteer program to give residents the opportunity to participate in the planning and implementation of city activities and special events.

2021-2022 Major Accomplishments

- Re-established in-person events including Movies in the Park, Holiday Snow Village, Spring Egg Hunt, Cinco de Mayo, Play Days and SGV Pride.

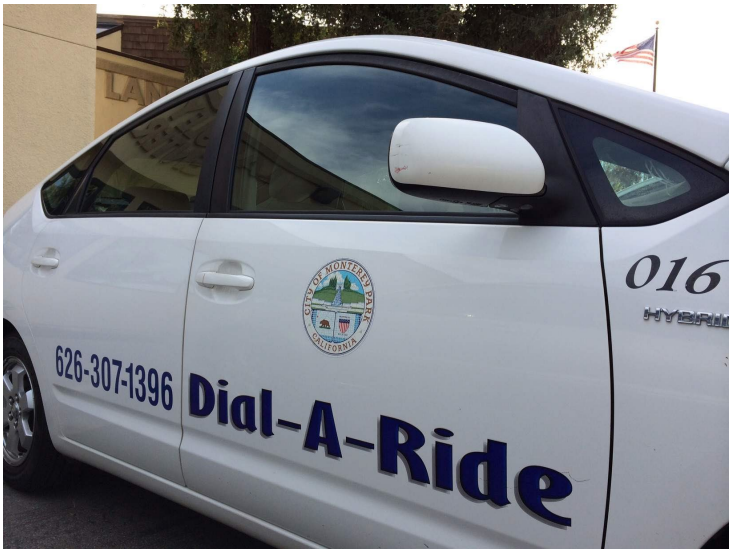
- Collaborated with the Bruggemeyer Library to host the massive Monster Mash event and provide a Read and Ride program that encourages youth to read and earn Play Days carnival ride tickets.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$114,455	$139,864	$139,864	$170,864
Special Revenue	$32,981	$8,144	$8,144	$8,551
ARPA	$0	$0	$0	$9,446
Enterprise	$15,432	$65,090	$65,090	$63,247
Internal Service	$0	$0	$0	$0
Total Expenditures	**$162,868**	**$213,098**	**$213,098**	**$252,108**

Recreation and Community Services Department

FY 2022-2023 Preliminary Budget



Program: Community Transportation

Program No.: 6511

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$337,742	$373,234	$373,234	$426,742
Services	$16,620	$75,088	$75,088	$75,088
Commodities	$678	$11,000	$11,000	$11,000
Internal Services	$165,650	$234,480	$234,480	$228,697
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$520,690**	**$693,802**	**$693,802**	**$741,527**
Authorized Full-Time Equivalent Positions	**6.70**	**6.70**	**6.70**	**6.75**

Programs Details

This activity provides for the City's Dial-A-Ride transportation services for Senior Citizens and persons with disabilities. The transit program allows senior citizens opportunities for mobility and independence to meet their medical, shopping, recreational, cultural, social and nutritional needs.

Service objectives are:

- Provide for the mobility of the City's residents to accommodate their medical, shopping, social and recreation needs in the safe, reliable, and courteous operation of the City's Dial-A-Ride transportation service.

- Subsidize M.T.A. bus fares through the sale of TAP cards, to encourage residents, especially seniors and students, to utilize public transit facilities.

- Oversees supplemental service agreement utilizing taxi services.

2022-2023 Goals and Objectives

- Update the GPS tracking system to be compatible with 5G wireless technology.

- Enhance Dial a Ride marketing to increase service awareness and ridership.

2021-2022 Major Accomplishments

- Developed participant survey to better understand how riders are utilizing Dial a Ride and ways to enhance their experience.

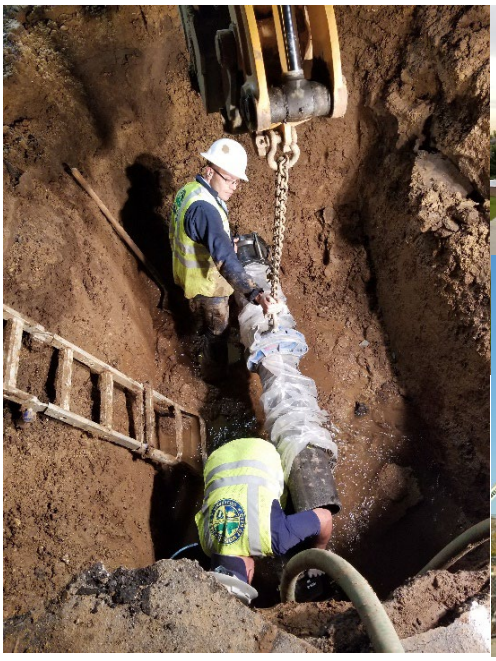
Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$0	$0	$0	$0
Special Revenue	$520,690	$693,802	$693,802	$706,681
ARPA	$0	$0	$0	$34,846
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$520,690**	**$693,802**	**$693,802**	**$741,527**

THIS PAGE INTENTIONALLY LEFT BLANK

Public Works Department

FY 2022-2023 Preliminary Budget



Department Overview

The Public Works Department is responsible for providing and maintaining the City's infrastructure in a manner that ensures the health, safety, and welfare of the City's residents and visitors. This includes the design, construction, repair and maintenance of public land, roadways, sidewalks, sewers, and storm drains; public buildings and structures; water production, storage and delivery facilities; the repair and maintenance of City vehicles and equipment; and transportation services. The Department is made up of seven divisions: Maintenance Services, Engineering, Community Transportation, Water Utility, Parks, Building and Safety, and Planning.

Programs and Services

Maintenance Services Division

The Public Works Maintenance Services Division is responsible for the maintenance and repair of the City's streets, alleys, sidewalks, curbs, and gutters. Maintenance activities include street striping, asphalt, and concrete patching and replacement, sidewalk grinding, and traffic and street name sign replacement. The Division also oversees Fleet Maintenance for the City's vehicles and equipment.

Engineering Division

The Engineering Division is responsible for providing all engineering services to the City, including the design and construction of all public streets, storm drains, traffic signals, parks,

recreational facilities, and public buildings that are authorized by the City Council. Additionally, the Division reviews and makes recommendations on development and zoning matters such as tracts, parcel maps, variances, conditional use permits, and building permits. The Division also issues grading permits, public works construction permits, encroachment permits, etc. Another function of the Division is traffic engineering. All traffic issues, including signal timing, traffic related improvements, and citizen complaints are handled by the Division. The Division coordinates retrofits to City facilities necessary under the Americans With Disabilities Act (ADA).

The Division also administers the City's contract for solid waste collection and recycling services, street sweeping services, and storm water pollution prevention program. It is also responsible for being the liaison to the City's Environmental Commission and Traffic Commission.

Community Transportation Division

The Community Transportation Division is responsible for providing the local, fixed-route bus system, and coordinating regional transit service including the Spirit Bus Transportation Program, recreational transit for the youth, and Dial-A-Ride services for senior citizens and residents. The Division also oversees the City's Employee Rideshare Program and Air Quality Management District (AQMD) Rule 2202 Employee Commute Reduction Program compliance.

Water Utility Division

The Water Utility Division is responsible for supplying water to 95% of Monterey Park's residents. Private water companies service the remaining portions of the City, which include the southwesterly corner, a small neighborhood in the southeasterly corner, and a few properties on North New Avenue.

The City's water system is composed of 12 deep wells in the vicinity of the Rio Hondo River outside the City limits, 134 miles of 2" to 24" mains, approximately 2,073 gate valves, approximately 1,063 fire hydrants, 13 storage reservoirs, and 11 pumping stations. There are approximately 13,643 water meters connected to the City's mains. In addition, the City has five treatment facilities to ensure the City's water meets and exceeds safe drinking water standards.

The quality of water in the City's system is regulated by federal, state and county agencies. The Water Utility Division ensures that the City stays in full compliance with the State and Federal standards. Since the Water Utility Division produces all its water supply from an adjudicated basin, the Main San Gabriel Basin, and the City's annual production exceeds its production rights, the City must replace the amount of water it over-pumps.

Parks Division

The Parks Division responsibilities include the development and maintenance of public parks and facilities, landscaped areas, and street medians and trees.

Building and Safety Division

The Building and Safety Division enforces Title 16 of the Monterey Park Municipal Code. Division personnel are also required to enforce through plan check and site inspections the various Model codes (i.e., Building, Plumbing, etc.), as well as State and Federal regulations relating to the construction of structures and their safety. This Division's personnel must also maintain a high degree of knowledge and expertise in the areas of new technologies of construction and materials as well as on the numerous revisions that are promulgated by the professional building industry. It is also responsible for being the liaison to the City's Modification Committee.

Planning Division

The Planning Division enforces Title 21 of the Monterey Park Municipal Code. Personnel comment on and process all applications for both Design Review Board and Planning Commission land use actions. Staff also conducts field inspections and research which provides the basis for professionally prepared staff reports, and recommendations made for approval, denial, or approval with conditions. It also is the lead agency for all environmental reviews consistent with the California Environmental Quality Act (CEQA). The Division is also responsible for being the liaison to the Design Review Board and Planning Commission.

2022-2023 Goals and Objectives

- Complete Phase 1 and 2 of the Street Bond Resurfacing Project
- Water Meter Replacement Project and Water Conservation Initiatives
- Improve Pedestrian and Vehicular Safety

2021-2022 Major Accomplishments

- Encanto and Cascades Rehabilitation Project
- Completed Road Pavement Project
- Traffic Signal Improvements -Garfield and Graves
- Completed Northeast Mainline Phase I and II to improve fire safety

Public Works Department
FY 2022-2023 Preliminary Budget

Department Budget Summary

Expenditures by Program					
Program Name	Program No.	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Community Transporation	4201	$393,612	$1,830,174	$1,830,174	$1,939,345
Street Maintenance	4202	$1,120,203	$1,320,720	$1,320,720	$2,459,044
Storm Drain Maintenance	4203	$291,645	$422,368	$422,368	$650,856
Sanitary Sewer Maintenance	4204	$1,840,991	$2,041,191	$2,041,191	$2,289,331
Street Cleaining	4205	$340,497	$358,733	$358,733	$379,248
Traffic Control	4206	$640,351	$588,579	$588,579	$630,706
Street Lighting	4207	$732,164	$539,419	$539,419	$582,542
Refuse Collections	4208	$5,973,099	$6,408,391	$6,433,391	$6,721,959
Building Maintenance	4210	$838,244	$968,300	$1,090,300	$1,014,925
Motor Pool Shop	4211	$2,700,204	$2,742,886	$2,832,886	$3,418,966
Engineering	4212	$1,048,681	$1,614,311	$1,614,311	$1,719,619
Parkway Maintenance	4216	$1,107,294	$897,155	$897,155	$993,669
Parks	4217	$1,064,542	$1,374,086	$1,374,086	$1,450,183
Water Admin	4220	$183,319	$275,533	$352,533	$661,576
Water Commercial	4221	$1,210,119	$1,564,181	$1,564,181	$1,778,070
Water Production	4222	$4,218,923	$4,761,986	$4,801,986	$5,079,435
Water Distribution	4223	$3,290,304	$3,976,969	$3,976,969	$4,386,940
Well No. 5	4226	$765,362	$1,278,314	$1,278,314	$1,322,303
Well No. 12 Treatment Plant	4227	$1,020,088	$1,142,838	$1,142,838	$1,202,082
Well No's 1, 3, & 10	4229	$773,565	$1,127,980	$1,127,980	$1,149,461
Well No. 12 Dual Barrier	4230	$534,809	$819,358	$819,358	$847,029
Well No. 15	4231	$428,985	$607,302	$607,302	$614,540
Total Expenditures		**$30,517,003**	**$36,660,774**	**$37,014,774**	**$41,291,827**
Authorized Full-Time Equivalent Positions		**73.16**	**74.16**	**74.25**	**74.25**

Funding Sources by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$3,277,939	$3,092,095	$3,214,095	$2,994,765
Special Revenue	$3,242,011	$5,224,567	$5,224,567	$5,875,056
Enterprise	$21,350,838	$25,654,317	$25,796,317	$27,958,868
Internal Service	$2,646,214	$2,689,796	$2,779,796	$3,411,688
Debt Service	$0	$0	$0	$1,051,450
Total	**$30,517,003**	**$36,660,774**	**$37,014,774**	**$41,291,827**

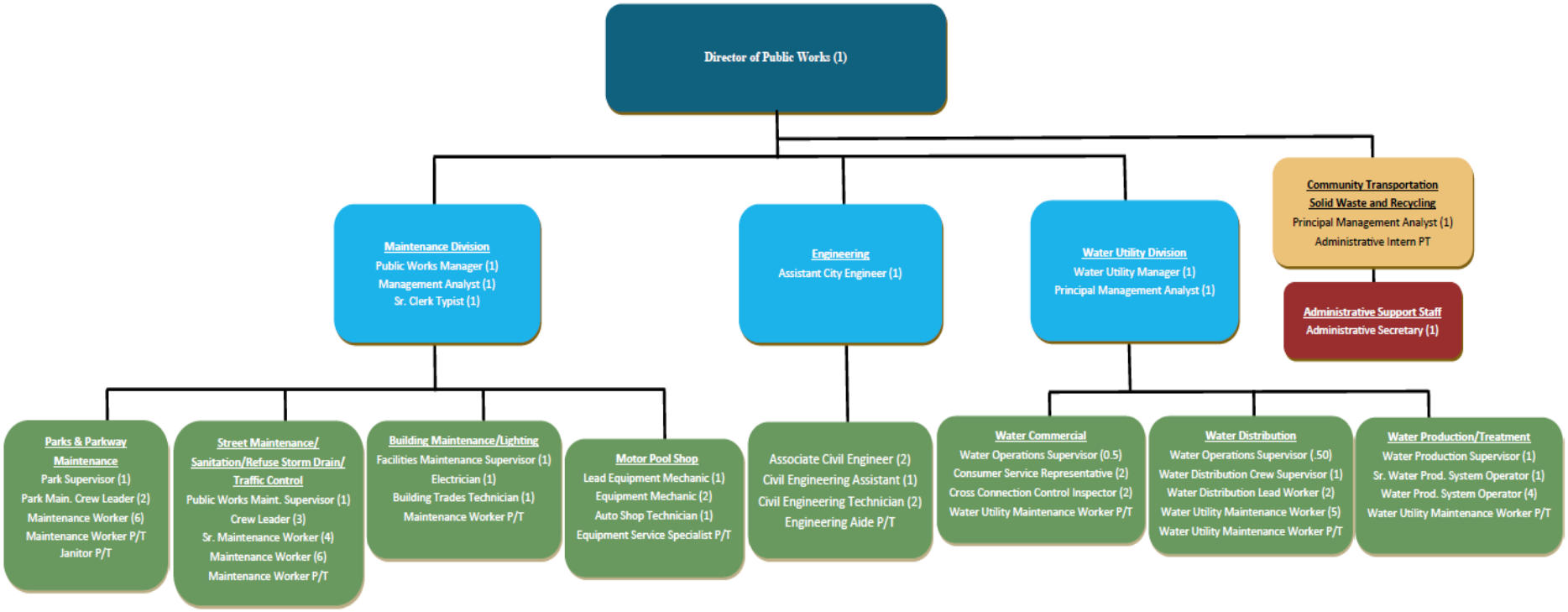
Public Works Department

FY 2022-2023 Preliminary Budget

Department Personnel Summary

PUBLIC WORKS - 4200						
Director of Public Works	1	-	1	-	1	0.00
Assistant City Engineer	1	-	1	-	1	0.00
Administrative Intern	-	0.24	-	0.24	0	0.25
Administrative Secretary	1	-	1	-	1	0.00
Auto Shop Technician	1	-	1	-	1	0.00
Building Trades Technician	1	-	1	-	1	0.00
Civil Engineering Associate	2	-	3	-	2	0.00
Civil Engineering Associate (water)	-	-	-	-	1	0.00
Civil Engineering Assistant	1	-	1	-	1	0.00
Civil Engineering Technician	2	-	2	-	2	0.00
Consumer Services Representative	2	-	2	-	2	0.00
Crew Leader	3	-	3	-	3	0.00
Cross Connection Control Inspector	2	-	2	-	1	0.00
Electrician	1	-	1	-	1	0.00
Engineering Aide	-	0.96	-	0.96	0	1.00
Equipment Mechanic	2	-	2	-	2	0.00
Equipment Service Specialist				0.50	0	0.50
Facilities Maintenance Supervisor	1	-	1	-	1	0.00
Lead Equipment Mechanic	1	-	1	-	1	0.00
Maintenance Worker	9	7.96	9	6.96	9	7.00
Management Analyst	1	-	1	-	1	0.00
Park Maintenance Crew Leader	2	-	2	-	2	0.00
Park Maintenance Worker	3	-	3	-	3	0.00
Park Supervisor	1	-	1	-	1	0.00
Principal Management Analyst	2	-	2	-	2	0.00
Public Works Maintenance Manager	1	-	1	-	1	0.00
Public Works Maintenance Supervisor	1	-	1	-	1	0.00
Senior Clerk Typist	1	-	1	-	1	0.00
Senior Maintenance Worker	4	-	4	-	6	0.00
Senior Water Production System Operator	1	-	1	-	1	0.00
Water Distribution Crew Supervisor	1	-	1	-	1	0.00
Water Distribution Lead Worker	2	-	2	-	2	0.00
Water Operation Supervisor	1	-	1	-	1	0.00
Water Production Supervisor	1	-	1	-	1	0.00
Water Production System Operator	4	-	4	-	4	0.00
Water Utility Maintenance Worker	5	-	5	1.00	4	1.00
Water Utility Manager	1	-	1	-	1	0.00
Accountant	-	1.00	-	-	0	0.00
Sr. Accountant	-	-	0.5	-	0.5	-
PUBLIC WORKS TOTAL	63.00	10.16	64.50	9.66	64.50	9.75

PUBLIC WORKS DEPARTMENT
ORGANIZATIONAL CHART



Public Works Department
FY 2022-2023 Preliminary Budget

Program: Community Transportation

Program No.: 4201

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$74,426	$81,272	$81,272	$83,987
Services	$88,650	$1,250,492	$1,250,492	$1,258,152
Commodities	$186	$2,200	$2,200	$2,200
Internal Services	$230,350	$496,210	$496,210	$595,006
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$393,612**	**$1,830,174**	**$1,830,174**	**$1,939,345**
Authorized Full-Time Equivalent Positions	**0.40**	**0.40**	**0.40**	**0.40**

Programs Details

The Community Transportation Program is responsible for the fixed-route transit operation and Employee Ridership Program. Specific service objectives are to:

- Provide for a transit system that is safe, convenient, and reliable through the operation of the local, fixed-route bus – Spirit – and the support of the Dial-A-Ride service.
- Work with outside agencies to improve regional transportation services.
- Establish and maintain a transportation infrastructure that encourages the use of public transit, affords mobility, and supports the City's goals of economic vitality and community beautification.
- Implement a commute program for City employees to comply with air quality requirements and reduce mobile emissions.

2022-2023 Goals and Objectives

- Implement recommendations from the Transit System evaluation to improve and revitalize the City's transit services to better address the community's mobility needs

2021-2022 Major Accomplishments

- The Spirit Bus service was suspended in April 2020 in response to the Covid-19 pandemic. Staff worked with local transportation providers such as the Metro Bus line, and Montebello Bus Line to ensure public transit was available to residents and visitors.
- The City started a Transit System evaluation to assess the existing fixed-route transit system and identification of areas of improvement of the City's community transit services.

Funding Sources by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$0	$0	$0	$0
Special Revenue	$393,612	$1,830,174	$1,830,174	$1,939,345
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$393,612**	**$1,830,174**	**$1,830,174**	**$1,939,345**

Public Works Department
FY 2022-2023 Preliminary Budget

Program: Street Maintenance

Program No.: 4202

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$463,895	$494,836	$494,836	$512,180
Services	$66,789	$119,508	$119,508	$120,973
Commodities	$162,648	$295,610	$295,610	$307,610
Internal Services	$426,871	$410,766	$410,766	$466,830
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$1,051,450
Total Expenditures	**$1,120,203**	**$1,320,720**	**$1,320,720**	**$2,459,044**
Authorized Full-Time Equivalent Positions	**10.49**	**10.49**	**10.50**	**10.50**

Programs Details

Monterey Park has 119.27 miles of improved streets, 10 miles of alleys and 225.22 miles of sidewalks, curbs and gutters. In addition, the City has within its 7.7 square miles two public parking districts, three Civic Center parking lots, one police and fire parking lot, 10 parking lots serving City parks, and 5 parking lots at various other City facilities. To ensure the City maintains the integrity of a sound structural road system, Street Maintenance crews inspect all streets to detect pavement failures. The need for street repair is mainly caused by pavement stresses, base failures, increased traffic volume, pavement oxidation due to age, wear and/or weather conditions. Maintenance of sidewalks, curbs and gutters is also imperative to both safe movement of pedestrian traffic and free flow of runoff nuisance water. Street Maintenance also provides weed abatement services on public rights-of - way throughout the City. Citywide graffiti removal and clean team task are also included in this activity.

Specific Service objectives are:

- Inspect the areas scheduled to be slurry sealed to locate pavement failures, assess the extent of these failures, prioritize the need for their repair, and schedule repairs according to the project schedule.

- Inspect sidewalks to locate uplifted sections that may obstruct or impede pedestrian travel and schedule those for timely repair and/or replacement. Identify and schedule for repair sections of sunken or displaced curbs and gutters that may impede pedestrians or the normal flow of water off the roadway.

- Within two days of notification, ramp sidewalks that are raised ½ inch or more with temporary asphalt, grind down sidewalks that are raised ½ inch or less, and cut problem tree roots to eliminate future uplifts.

2022-2023 Goals and Objectives

- Continue the implementation of a defined cross-training based rotation of divisional employees between asphalt/concrete operations, sanitary sewer operations, traffic painting/sign operations, and graffiti/clean team operations.

- Replace the City's asphalt service vehicle, unit #091, with a compliant, efficient, and serviceable unit.

- Continue the sidewalk and tree well grinding program on the main boulevards in conjunction with the Ficus Tree replacement project

2021-2022 Major Accomplishments

- Removed and replaced sidewalk, masonry, and made asphalt repairs at El Encanto as part of the beautification and rehabilitation of the property exterior.

- Removed, replaced, and fortified the adjoining asphalt areas of the concrete MTA bus pads located on the main boulevards.

Funding Sources by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$635,403	$401,005	$401,005	$411,423
Special Revenue	$387,244	$834,398	$834,398	$856,949
Enterprise	$97,556	$85,317	$85,317	$139,222
Internal Service	$0	$0	$0	$0
Debt Service	$0	$0	$0	$1,051,450
Total Expenditures	**$1,120,203**	**$1,320,720**	**$1,320,720**	**$2,459,044**

Program: Storm Drain Maintenance

Program No.: 4203

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$85,038	$122,307	$122,307	$125,666
Services	$162,273	$246,141	$246,141	$464,079
Commodities	$468	$0	$0	$0
Internal Services	$43,866	$53,920	$53,920	$61,111
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$291,645**	**$422,368**	**$422,368**	**$650,856**
Authorized Full-Time Equivalent Positions	**1.45**	**1.45**	**1.45**	**1.45**

Programs Details

Monterey Park's storm sewer system is maintained to ensure that all storm water runoff is carried out of the City to prevent and minimize flooding and soil erosion in the community. This system is comprised of 12.43 miles of main lines and 298 catch basins, and 25 miles of open slope drains that are located on 1,096 private properties.

Specific Service objectives are:

- Routinely inspect and clean catch basins and grates prior to the rainy season. During the rainy season, crews supplemented by other Public Works Division personnel, substantially increase the number of catch basins and grates inspected and cleaned to ensure that all drains function properly.

- Inspect and maintain in clean order all 298 City-owned catch basins at a minimum of once a year. Clean priority A & B catch basins quarterly.

- Inspect and clean the 11 City-owned slope drains located on city property.

- Implement the City's National Pollution Discharge Elimination System (NPDES) program and comply with the Los Angeles County municipal storm water permit requirements.

- The City is committed through the MS4 NPDES Permit to implementing its Enhanced Watershed Management Program (EWMP).

2022-2023 Goals and Objectives

- To complete stormwater capture projects that will reduce trashing draining into the storm drain system to comply with the Total Maximum Daily Load (TMDL) requirements

- Complete installation of approximately 130 trash capture devices to prevent debris from entering Storm Drain system

- Continued participation in the Rio Hondo LRS project, which aims to address Los Angeles River Bacteria TMDL, which the City is subject to

- Continue to identify new locations that require additional and recurring cleaning to provide the most efficient follow-up in removing restricting debris from roadway gutters.

2021-2022 Major Accomplishments

- Completion of the County's East LA Sustainable Median Stormwater Capture Project that the City is cost-sharing for NPDES compliance.

- Continued to monitor storm drain system program and implementation of the City's Enhanced Watershed Management Program (EWMP) for compliance with MS4 NPDES Permit requirements.

Funding Sources by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$468	$0	$0	$0
Special Revenue	$100,363	$153,094	$153,094	$247,726
Enterprise	$190,814	$269,274	$269,274	$403,130
Internal Service	$0	$0	$0	$0
Total Expenditures	**$291,645**	**$422,368**	**$422,368**	**$650,856**

Public Works Department
FY 2022-2023 Preliminary Budget

Program: Sanitary Sewer Maintenance

Program No.: 4204

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$608,428	$593,040	$593,040	$622,692
Services	$35,714	$68,435	$68,435	$68,435
Commodities	$5,969	$24,000	$24,000	$24,000
Internal Services	$906,975	$1,040,335	$1,040,335	$1,243,054
Capital Outlay	$0	$0	$0	$0
Debt Service/ Other Payments	$283,905	$315,381	$315,381	$331,150
Total Expenditures	**$1,840,991**	**$2,041,191**	**$2,041,191**	**$2,289,331**
Authorized Full-Time Equivalent Positions	**6.75**	**6.75**	**6.75**	**6.75**

Programs Details

The City's sanitary sewer system is a gravity-flow system connecting to seven county sanitation district trunk lines. These lines collect more than two billion gallons of raw sewage annually and convey it out of the City. While these lines are cleaned annually, these lines are monitored and evaluated to determine if repairs or additional lines are warranted as the City's residential and business footprint grows. The sewer system is comprised of 126 miles of mainline sewers ranging in size from 8" to 15" pipe and approximately 2,498 sewer manholes.

Specific Service objectives are:

- Inspect and clean all main lines annually to ensure proper functioning of the system.
- Minimize stoppages by cleaning mainline sewers that have restricted flow velocity. Clean selected lines that are known for accumulation of grease deposits. These lines are cleaned at 2-week, 6-week, 3-month, or 6-month intervals depending upon either a history of stoppages or position in the conveyance tract.
- Respond to all sewer problems within 15 minutes during working hours and within 30-45 minutes upon being dispatched after-hours.

- Oversee the construction of infrastructure improvements that are identified in the Sewer Master Plan.

Goals and Objectives

- Continuation of the City's annual maintenance program where manholes are treated and sprayed for rodents and insect control. The City plans on increasing the treatment rate to treat 100% of City manholes in FY 2022-23.

- Continue conducting visual inspections of City sewer main lines via Closed-Circuit Television (CCTV) as a standard maintenance practice. This maintenance operation is performed in-house with a CCTV equipped vehicle and trained personnel assigned to Sewer operations.

2021-2022 Major Accomplishments

- Identified and purchased new alternative fuel Hydro Jet Sewer Excavator Vehicle that met SCAQMD Rule # 1196 regulations. City expects to take possession of new unit in the Fall of 2022.

Funding Sources by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$0	$0	$0	$0
Special Revenue	$0	$0	$0	$0
Enterprise	$1,840,991	$2,041,191	$2,041,191	$2,289,331
Internal Service	$0	$0	$0	$0
Total Expenditures	**$1,840,991**	**$2,041,191**	**$2,041,191**	**$2,289,331**

Public Works Department

FY 2022-2023 Preliminary Budget

Program: Street Cleaning

Program No.: 4205

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$9,427	$8,208	$8,208	$8,263
Services	$303,945	$346,845	$346,845	$346,800
Commodities	$0	$0	$0	$0
Internal Services	$27,125	$3,680	$3,680	$24,186
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$340,497**	**$358,733**	**$358,733**	**$379,248**
Authorized Full-Time Equivalent Positions	**0.05**	**0.05**	**0.05**	**0.05**

Programs Details

Monterey Park has 119.27 miles of streets, 10.7 miles of alleys, and 22 City-owned parking lots, each of which accumulates several thousand cubic yards of litter and debris annually. An effective street cleaning program is necessary to maintain the sanitation and aesthetic requirements of the City's rights-of-way. This program keeps gutters and storm drains clear, and helps protect the value of private properties within the community. In addition, street cleaning is major component of complying with the Los Angeles County municipal storm water permit requirements. The City has an outlay of a.m. / p.m. restricted parking for street sweeping throughout the City. A private contractor provides the City with sweeping services. Approximately 20,576 curb miles are swept annually.

Specific Service objectives are:

- Sweep all residential streets and alleys once every week, and all boulevards four times a week.
- Sweep center medians and parking lots once a week, and commercial Parking Districts No. 1 and No. 2 twice a week.

Public Works Department
FY 2022-2023 Preliminary Budget

2022-2023 Goals and Objectives

- Continue to maintain a collaborative and mutually communicative relationship with Athens Services Field Supervisors to provide the highest level of service to the community. The City's 24-hour response time requirement to address complaints and concerns is a vital component of the customer service standards the City endeavors to consistently provide for its residents.

2021-2022 Major Accomplishments

- There were 7 annual complaints received and recorded for the 19.963 households within City limits is a complaint percentage rating of less than 0.0003% of total City Households

Funding Sources by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$0	$0	$0	$0
Special Revenue	$340,497	$358,733	$358,733	$379,248
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$340,497**	**$358,733**	**$358,733**	**$379,248**

Public Works Department
FY 2022-2023 Preliminary Budget

Program: Traffic Control

Program No.: 4206

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$150,975	$159,459	$159,459	$160,273
Services	$310,354	$265,570	$265,570	$279,570
Commodities	$74,347	$94,500	$94,500	$85,500
Internal Services	$104,675	$69,050	$69,050	$105,363
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$640,351**	**$588,579**	**$588,579**	**$630,706**
Authorized Full-Time Equivalent Positions	**1.81**	**1.81**	**1.75**	**1.75**

Programs Details

This program is essential to the safe and orderly flow of vehicular and pedestrian traffic throughout the City by providing the maintenance and installation of regulatory and warning signs, maintenance and installation of street name signs, painting of traffic legends that include stops, stop bars, centerlines, curbs, and approximately 335 crosswalks. In addition, there are 62 City-owned, five City/County-owned, six City/State-owned, and two City/County/State-owned traffic signals located in the City that are maintained through this program.

Specific Service objectives are:

- Repaint 35 miles of centerline and lane striping on boulevards annually.
- Repaint 30 miles of centerline on residential streets annually.
- Repaint 148 school crosswalks and 39 school pavement markings once a year.
- Repaint pavement markings on streets that are resurfaced or slurry sealed as soon as the projects are completed.

- Annually replace stop signs that have lost legibility or reflectivity.
- Replace missing or damaged regulatory signs within eight hours after notification and missing or damaged warning signs within 24 working hours after notification.
- Maintain 62 City-owned traffic signals to ensure that all emergency repairs are made within 24 hours of notification.
- Replace regulatory signs to meet new standards according to the Manual on Uniform Traffic Control Devices (MUTCD) yearly.

2022-2023 Goals and Objectives

- Complete city-wide installation of blue Raised Pavement Markers on all City streets. These blue reflective markers assist Fire Department Engineers in locating hydrants in nighttime hours under emergency conditions.
- Complete traffic and excess speed mitigation measures on S. Garfield, between Graves and El Repetto. Work in this area will include new striping, traffic control devices, speed limit warning flashers, and a defined, striped parking lane.

2021-2022 Major Accomplishments

- Completed re-striping and new striping, along with directional painted ground markings on Monterey Pass Road to mitigate traffic congestion and traffic blocking in this area. These new markings were completed with the cooperation and coordination of the Police Department.

Funding Sources by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$238,801	$152,663	$152,663	$166,750
Special Revenue	$401,550	$435,916	$435,916	$463,956
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$640,351**	**$588,579**	**$588,579**	**$630,706**

Program: Street Lighting

Program No.: 4207

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$128,901	$107,833	$107,833	$110,744
Services	$587,085	$414,406	$414,406	$409,625
Commodities	$3,347	$3,500	$3,500	$3,500
Internal Services	$12,831	$13,680	$13,680	$58,674
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$732,164**	**$539,419**	**$539,419**	**$582,542**
Authorized Full-Time Equivalent Positions	**0.94**	**0.94**	**0.95**	**0.95**

Programs Details

Monterey Park's street lighting system consists of 3,359 streetlights, including 376 City-owned lights. Generally, the lighting system assists nighttime driving, reduces nighttime crime while aiding police patrols, facilitates evening traffic flow, and promotes local business and industry during the evening hours.

Specific Service objectives are:

- Replace burned out City-owned lamps within two days after an outage has been reported.
- Repair City-owned faulty circuits within seven days after a failure has been detected.
- Replace City-owned light poles that are damaged in traffic accidents within 14 days of notification.
- Inspect streetlights once a year.
- Inspect bus shelter lighting once a month and perform necessary maintenance.

2022-2023 Goals and Objectives

- Develop a more efficient street lighting maintenance program, to include the use of photocells and LED lighting where feasible.

- Research and identify benefits of using warm LED type lamps and their effect on existing decorative lighting wiring along Garvey Ave. Business District.

2021-2022 Major Accomplishments

- Assisted with the installation and maintenance of LED converted lighting in City Parks and residential streets.

Funding Sources by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$57,140	$63,863	$63,863	$69,006
Special Revenue	$675,024	$475,556	$475,556	$513,537
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$732,164**	**$539,419**	**$539,419**	**$582,542**

Public Works Department

FY 2022-2023 Preliminary Budget

Program: Refuse Collection

Program No.: 4208

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$165,319	$103,545	$103,545	$108,723
Services	$5,119,025	$5,310,261	$5,335,261	$5,600,770
Commodities	$722	$5,800	$5,800	$5,500
Internal Services	$678,013	$988,785	$988,785	$1,006,967
Capital Outlay	$0	$0	$0	$0
Debt Service	$10,021	$0	$0	$0
Total Expenditures	**$5,973,099**	**$6,408,391**	**$6,433,391**	**$6,721,959**
Authorized Full-Time Equivalent Positions	**0.62**	**0.62**	**0.50**	**0.50**

Programs Details

The Waste Management Program provides for the removal of refuse and recyclables from the City and ensures Monterey Park's compliance with environmental regulations, most notably the State Assembly Bill 939 (AB 939) waste diversion mandate.

The City's residential and commercial waste streams are processed through a Materials Recovery Facility (MRF) to allow for the recovery of recyclables prior to waste being sent to the landfill. Solid waste collection for single-family residential properties is a two-container program: one container for refuse and recyclables and a second for organics waste. Multiple-family dwellings and commercial properties are provided roll-off bin service. Residents are also provided with year-round bulky item pickup (pre-scheduled) to allow for the disposal of large items not classified as normal household refuse.

Public education and recycling programs have been implemented to ensure that hazardous materials such as used automobile oil and electronics are properly disposed of either at special collection events or at permanent collection facilities.

Specific service objectives are:

- Oversee the removal of refuse from the City's residential and commercial properties in an environmentally safe and efficient manner.

- Maintain trash containers placed at public locations and ensure that those that are located in high-litter areas are emptied at a frequency that prevents spillover.
- Resolve all collection-related service complaints within 24 hours.
- Encourage the participation of Monterey Park residents in City- and Los Angeles County-sponsored "Household Hazardous Waste and Electronic Waste Roundups."

2022-2023 Goals and Objectives

- Work with solid waste haulers to maintain a comprehensive waste collection program in compliance with applicable law and to ensure that the City's overall per capita diversion rate does not exceed the State's target rate of five (5) pounds per person per day.
- Continue to educate residents and businesses about state recycling laws, including Mandatory Commercial Organics Recycling (AB1826) and Organic Waste Methane Emissions Reductions (SB1383) to ensure the City is in compliance with state regulations.

2021-2022 Major Accomplishments

- Organized and hosted three community clean up events providing the community an opportunity to dispose of unwanted bulky items
- Adopted an Ordinance addressing organic waste collection and recycling per the state's SB1383 law
- Joined the San Gabriel of Valley Council of Governments (SGVCOG) Regional Food Recovery Program to support businesses comply with organics recycling regulations.

Funding Sources by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$0	$0	$0	$0
Special Revenue	$27,295	$31,261	$31,261	$35,983
Enterprise	$5,945,804	$6,377,130	$6,402,130	$6,685,976
Internal Service	$0	$0	$0	$0
Total Expenditures	**$5,973,099**	**$6,408,391**	**$6,433,391**	**$6,721,959**

Public Works Department

FY 2022-2023 Preliminary Budget

Program: Building Maintenance

Program No.: 4210

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$230,472	$281,315	$281,315	$294,311
Services	$346,268	$340,900	$452,900	$340,900
Commodities	$75,170	$85,000	$95,000	$98,500
Internal Services	$65,650	$133,820	$133,820	$146,885
Capital Outlay	$0	$0	$0	$0
Debt Service	$120,685	$127,265	$127,265	$134,329
Total Expenditures	**$838,244**	**$968,300**	**$1,090,300**	**$1,014,925**
Authorized Full-Time Equivalent Positions	**2.75**	**2.75**	**2.75**	**2.75**

Programs Details

Building Maintenance is responsible for the upkeep of City-owned structures. Monterey Park presently owns 16 major structures and numerous smaller structures that require varying degrees of maintenance, upkeep, rehabilitation, and remodeling. Regular structural, plumbing, electrical, janitorial, and heating and air-conditioning maintenance must be performed to ensure operable working conditions and encourage the public use of all facilities.

Specific Service objectives are:

- Complete minor repairs (leaky faucets, vandalism, light outages, broken windows, etc.) within three days after requests are received.
- Complete major repairs (painting, cabinet work, structural alterations, etc.) within 30 days after work order requests are received.
- Respond to emergency building maintenance repairs such as sewer stoppages, leaking pipes, etc.

- Monitor heating and air-conditioning maintenance contract for City facilities to ensure contractor is performing all required services.

- Perform preventive maintenance on all heating, ventilating and air conditioning units.

2022-2023 Goals and Objectives

- Secure funding to replace the Emergency Back-up Generator. The generator serves 10 emergency electrical panels that feed all of City Hall, including PD and the Jail. The generator also serves 10 emergency electrical panels to Fire Station #1. The unit is 44 years old and has exceeded its useful service life. Approximately 60K has been invested in it over the past 36 months to keep it running. Parts are now obsolete.

- Secure funding for and implementation of a phased removal and replacement schedule, over 24 months, for 21 AC package units identified as at their "end of life". Of the 125 units servicing 16 City buildings 21 remain identified as such. Nineteen are targeted for R&R during Fiscal 22-23.

- Create and administer a Facilities Master Plan for all 16 City Buildings.

2021-2022 Major Accomplishments

- Completed an entire refurbishment of the exterior lighting system at El Encanto as part of the beautification and refurbishment project. This included in-ground well lighting, stairway lighting, and decorative fountain renovation, and building wall fixture lighting.

- Constructed additional workspace in the Human Resources Department and installed ninety-six touchless plumbing fixtures at City Hall, MPK Service Club, Bruggemeyer Library, and Langley Senior Center.

- Began *Phase 1* of AC replacements at City-owned facilities. Staff replaced two roof mounted packaged units at Fire Station 1 and one unit at MPK Service Club. City secured funding for the replacement of an additional sixteen AC units

Funding Sources by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$583,897	$656,512	$778,512	$680,052
Special Revenue	$26,774	$9,112	$9,112	$9,567
Enterprise	$227,573	$302,676	$302,676	$325,305
Internal Service	$0	$0	$0	$0
Total Expenditures	**$838,244**	**$968,300**	**$1,090,300**	**$1,014,925**

Public Works Department

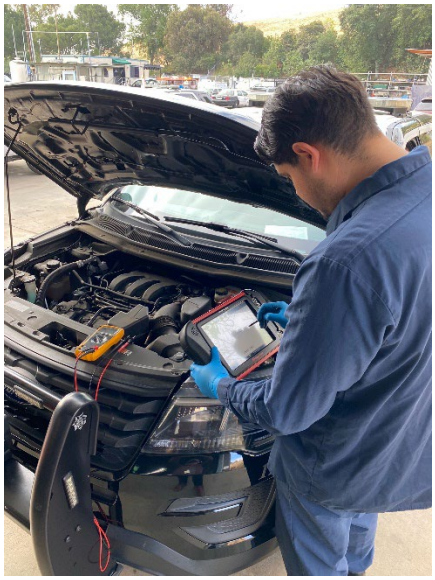
FY 2022-2023 Preliminary Budget

Program: Motor Pool Shop

Program No.: 4211

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$494,377	$443,928	$443,928	$466,124
Services	$275,088	$356,880	$406,880	$472,360
Commodities	$514,555	$578,700	$618,700	$638,115
Internal Services	$469,275	$758,120	$758,120	$1,104,609
Capital Outlay	$60,747	$185,000	$185,000	$317,500
Debt Service	$886,162	$420,258	$420,258	$420,258
Total Expenditures	**$2,700,204**	**$2,742,886**	**$2,832,886**	**$3,418,966**
Authorized Full-Time Equivalent Positions	**4.65**	**4.65**	**4.65**	**4.65**

Programs Details



Monterey Park's motorized fleet consists of 197 driver-operated vehicles (sedans, trucks, tractors, rollers, etc.) and 454 non-driver type units (air compressors, pumps, lawn mowers, chain saws, etc.). Effective and timely maintenance and repairs are required to ensure all vehicles and equipment are operating in a safe and efficient manner, thus maximizing life expectancy. The shop is operated on a revolving fund basis with vehicle operational costs and depreciation charged to the appropriate department.

Specific Service objectives are:

- Annually identify and replace vehicles that have exceeded their useful life expectancy through an annual appropriation, lease-purchase financing arrangement, or lease.
- Perform preventive maintenance service on vehicles and equipment at regularly required intervals.
- Conduct safety inspections on vital items such as brakes, suspension systems, and fluid levels, etc. on all vehicles during preventive maintenance service.

- Complete mandated reports and maintain City fleet vehicles and equipment to be in compliance with BAR (Bureau of Automotive Repair), SCAQMD (South Coast Air Quality Management District), CARB (California Air Resources Board), CUPA (Certified Unified Program Agencies) and DOSH (Division of Occupational Safety and Health) regulations.

- Purchase fuel for the operation of City vehicles and Monterey Park Spirit buses.

- Complete smog checks of fleet vehicles to meet State requirements. This is a bi-annual program using an odd-even year system that corresponds with the last digit of a vehicle's identification number.

- Maintain City-owned vehicles and equipment per manufacturer's specifications. Maintain records of preventive maintenance and repairs to track the cost for each vehicle to create a cost-based potential schedule for vehicle replacement.

2022-2023 Goals and Objectives

- Research and procure a new Vehicle Management Software program. The existing Extra Fleet system is over 20 years old and is no longer efficient. A new system with features included in systems like Zubie, Avrios, AUTOsist, and Fleetio will enable the Fleet Services Division to properly, and in real-time, monitor a variety of activities including complete driver diagnostics, automated maintenance, and service tracking, etc. via desktop or mobile app.

- Research and procure a new Fuel Management and CNG Delivery System.

- Conduct a formal review and evaluation of the cost/benefit of the operation and maintenance of the City's current CNG Station.

- Implement recommendations resulting from the fleet audit to improve efficiency and enhance services provided by Motor Pool Shop.

2021-2022 Major Accomplishments

- Performed and completed a total vehicle maintenance history of all over the road driver-operated vehicles from 1st day of City service until the present day for 197 vehicles.

- City contracted with an outside consultant to perform a fleet department audit. Fleet support staff worked closely with consultants to provide necessary information and data for the evaluation.

Public Works Department

FY 2022-2023 Preliminary Budget

Funding Sources by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$0	$0	$0	$0
Special Revenue	$53,989	$67,500	$67,500	$7,278
Enterprise	$0	$0	$0	$0
Internal Service	$2,646,214	$2,675,386	$2,765,386	$3,411,688
Total Expenditures	**$2,700,204**	**$2,742,886**	**$2,832,886**	**$3,418,966**

Public Works Department
FY 2022-2023 Preliminary Budget

Program: Engineering

Program No.: 4212

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$882,387	$1,027,736	$1,027,736	$1,066,468
Services	$108,432	$185,735	$185,735	$180,460
Commodities	$6,787	$12,300	$12,300	$22,350
Internal Services	$51,075	$388,540	$388,540	$450,341
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$1,048,681**	**$1,614,311**	**$1,614,311**	**$1,719,619**
Authorized Full-Time Equivalent Positions	**8.19**	**9.19**	**8.25**	**8.25**

Programs Details

The Engineering Division is responsible for providing all engineering services to the City, including the design and construction of all public facilities, streets, water, sewers, storm drains, sidewalks, traffic signals, parks, and recreation facilities. The Division manages the programming, design, contracting, and inspection of all capital improvement projects, and reviews and comments on various development and zoning matters such as tract and parcel maps, variances, and conditional use permits. The Division conducts specialized engineering functions, including studies on grading, geology, traffic, pavement, water systems, sewer systems, and assessment districts, and handles the survey and disposition of City real property. The Division also manages emergency projects involving the repair/reconstruction of City streets and facilities during and after major environmental disasters such as storms, mudslides, and earthquakes.

The Engineering Division coordinates the administrative activities of the Public Works Department and is also responsible for working with and advising the City Council, the City Manager, the Traffic Commission, the Planning Commission, and other public and private agencies regarding the planning, design, construction, and financing of public works and capital

improvement projects in the City. The Division also oversees the City's Americans with Disabilities Act (ADA) Title II compliance activities.

Specific Service objectives are:

- Implement the Water Master Plan and develop a comprehensive street maintenance program in accordance with the City's Pavement Management Study.
- Annually administer the capital improvement program for City streets, water system, and parks.
- Leverage Local Return Funds and various State and Federal Program funds to obtain maximum use of financial resources for local roadway improvement projects and actively pursue additional funding sources.
- Work with other City Departments/Divisions to support various City programs, such as economic development projects and community events.

2022-2023 Goals and Objectives

- Continue to implement recommendations from the updated Pavement Management Program, including additional street resurfacing and rehabilitation improvements at various locations throughout the City

2021-2022 Major Accomplishments

- Worked with Metro to finalize project scopes and funding agreements for SR-710 Mobility Improvement Projects
- Completed street resurfacing and rehabilitation improvements at various locations throughout the City as recommended by the Pavement Management Study.

Program Measurements

	Actual 2019-20	Actual 2020-21	Projected 2021-22
Capital Improvement Projects (CIP) Commenced and/or Completed	6	10	13
Dollar Value of CIP Projects Completed	$4.1	$4.8	$14.2

Public Works Department
FY 2022-2023 Preliminary Budget

($ Millions)	Actual 2019-20	Actual 2020-21	Projected 2021-22
Subdivisions Processed:			
Tentative Tract Maps	2	4	2
Tentative Parcels Maps	4	2	2
Final Tract Maps	1	3	2
Final Parcel Maps	1	2	2
Lot Line Adjustments Reviewed	0	1	2
Conditional Use Permits Reviewed	3	1	3
Variances Reviewed	0	0	0
Site and Plan Checks for Building Permits	65	57	80
Concrete, Excavation, Utilities, Transportation, Sewer, Water, Undergrounding Permits Issued	552	426	480
Grading Permits Issued	3	9	10
Traffic Engineering Issues Investigated	21	15	20

Funding Sources by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$109,465	$183,212	$183,212	$195,296
Special Revenue	$314,588	$542,541	$542,541	$614,377
Enterprise	$624,628	$888,558	$888,558	$909,946
Internal Service	$0	$0	$0	$0
Total Expenditures	**$1,048,681**	**$1,614,311**	**$1,614,311**	**$1,719,619**

Public Works Department
FY 2022-2023 Preliminary Budget

Program: Parkway Maintenance

Program No.: 4216

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$265,406	$269,645	$269,645	$270,837
Services	$624,349	$562,430	$562,430	$612,430
Commodities	$13,938	$18,300	$18,300	$18,300
Internal Services	$203,600	$46,780	$46,780	$92,102
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$1,107,294**	**$897,155**	**$897,155**	**$993,669**
Authorized Full-Time Equivalent Positions	**3.55**	**3.55**	**3.50**	**3.50**

Programs Details

This activity provides for the care and maintenance of approximately 10,000 City Street & Parkway trees and 358,087 sq. ft. of work areas that include 68 boulevard medians, gardens, selected parkways, and parking lots. City trees consist of 37 different species, and are of various sizes, shapes and age. These trees are strategically placed along approximately 203 miles of easements and parkways, to create visually appealing neighborhoods. Trees are an excellent means for enhancement of the environment, by way of air filtration, noise absorption, aesthetics, and safety of vehicular and pedestrian movement. The City boulevard medians cover 182,990 sq. ft. of turf, trees, plants, and irrigation.

This division plays a vital role in maintaining the City's attractive overall appearance. The results of this Division's efforts serve to create a positive impression of the City for current and potential homeowners, and businesses. The work accomplished by this division in properly maintaining the tree inventory, helps the environment by providing the cooling and cleaning effect trees have on surrounding air quality.

The majority of tree work tasked to this division is provided by contractors. Each tree, under contract, is electronically inventoried and trimmed based on our 14-grid system that schedules between four to five grids each year. Trees may also be trimmed when service requests are submitted by residents. The trees located along the three main corridors (Atlantic, Garvey, & Garfield) are trimmed every year, and are delegated to their own separate grid (Grid #13). The contractor is also responsible for tree removals and planting of new trees.

Specific service objectives are:

- Trimming of trees as needed to provide for effective aesthetic value, traffic sign visibility, streetlamp clearance, and for proper mobility on streets and sidewalks.
- Provide attractive and healthy trees through regularly scheduled inspection, trimming, removal, and replacement when possible.

2022-2023 Goals and Objectives

- Continue efforts to develop a new Master Tree Plan for the City's three major boulevards: Garvey, Garfield, and Atlantic to include the removal and replacement of obtrusive and overgrown mature Ficus trees. This project is targeted for completion by January 2023.
- To continue maintaining at least a 1:1 tree replacement ratio on removals. We currently have positive ratio of 1:1.5 removal to replacement ratio.

2021-2022 Major Accomplishments

- Monterey Park, for the second year, has been reported by West Coast Arborists to be the only City in California with a Hazardous Risk inventory quantity of 0. This unique achievement serves to greatly reduce the City's liability exposure. This accomplishment has never been achieved by any other city that WCA services. The Monterey Park Public Works Manager recently presented our methodology in a JPIA workshop with MPK as a featured City.

Funding Sources by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$715,949	$637,683	$637,683	$387,634
Special Revenue	$391,345	$259,472	$259,472	$606,036
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$1,107,294**	**$897,155**	**$897,155**	**$993,669**

Public Works Department
FY 2022-2023 Preliminary Budget

Program: Parks

Program No.: 4217

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$515,323	$607,536	$607,536	$622,843
Services	$266,193	$348,400	$348,400	$236,820
Commodities	$33,502	$72,200	$72,200	$72,200
Internal Services	$249,525	$345,950	$345,950	$518,320
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$1,064,542**	**$1,374,086**	**$1,374,086**	**$1,450,183**
Authorized Full-Time Equivalent Positions	**6.07**	**6.07**	**6.00**	**6.00**

Programs Details

This activity provides for the maintenance of the City's eight large parks, five small parks, one hiking trail, and one demonstration garden, totaling 113.64 acres. There is a park located within one-half mile of every Monterey Park household. This activity also provides for the exterior maintenance of 13 free standing restroom facilities, 16 tennis courts and two warm up courts, three outdoor basketball courts, and multiple picnic facilities. Additionally, this Division also provides the landscape maintenance for the Monterey Park Bruggemeyer Library, the Service Club House, Langley Center, El Encanto, Beth Ryan Park, and City employee parking lots.

The Parks Division maintains a very important part of our City's infrastructure. The Division makes a significant impact, helping enrich the lives of residents and all Park users. This Division provides staffing to all parks, 365 days a year. The Parks Division plays an integral role part in maintaining a safe and clean environment. Residents and all Park users can relax, exercise, and enjoy their family and friends in parks that are clean and green. Residents have the choice of participating in various programs and sports leagues that all are offered in our healthy and friendly atmosphere. Our park sites are host to many of the City's special event celebrations throughout the year that welcomes thousands of participants.

Specific service objectives are:

- Maintain Parks to meet or exceed the Standards as set forth by the Recreation and Parks Commission, providing safe, attractive, and user-friendly recreation facilities.

- With water conservation no longer a goal, but a standard, continued use of drought tolerant turf, plants and shrubs, and irrigation techniques.

2022-2023 Goals and Objectives

- In the interest of community-wide beautification and development, review and flesh out viable ideas involving targeted areas with potential for modification and improvement. These locations include the frontage roads/median islands of S. Atlantic between El Repetto and Brightwood & S. Garfield between El Repetto and Keller.

- Remove and replace worn benches (125) and picnic tables (33) throughout City Parks.

2021-2022 Major Accomplishments

- Though Parks activities have been greatly impacted since the start of the Covid-19 pandemic, Parks staff have remained diligent in responding to ever evolving stages of closing, opening, modifying, securing, masking, sanitizing in addition to all normal maintenance of all 14 Park locations. Parks staff thanks the residents for their patience and assistance during what have been challenging times for park usage.

- Completed a beautification and rehabilitation of the exterior landscape of El Encanto. The work contributed by Parks staff included complete removal and replacement of all sub-surface irrigation systems, removal and replacement of all trees on the property and those on El Portal north to Atlantic, installation of new turf, decomposed granite surfaces, plants both in ground and potted, resting benches and two (2) water saving re-circulating water fountains.

Public Works Department

FY 2022-2023 Preliminary Budget

Funding Sources by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$936,815	$997,158	$997,158	$1,084,604
Special Revenue	$127,727	$226,809	$226,809	$201,055
Enterprise	$0	$135,710	$135,710	$164,524
Internal Service	$0	$14,410	$14,410	$0
Total Expenditures	**$1,064,542**	**$1,374,086**	**$1,374,086**	**$1,450,183**

Program: Water Administration

Program No.: 4220

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	($14,948)	$113,164	$113,164	$223,397
Services	$117,920	$70,599	$147,599	$270,888
Commodities	$12,115	$21,250	$21,250	$21,250
Internal Services	$36,550	$70,520	$70,520	$146,041
Capital Outlay	$0	$0	$0	$0
Debt Service	$31,682	$0	$0	$0
Total Expenditures	**$183,319**	**$275,533**	**$352,533**	**$661,576**
Authorized Full-Time Equivalent Positions	**1.00**	**1.00**	**2.00**	**2.00**

Programs Details

This activity provides the overall direction and administrative guidance for the Water Utility Division, including preparation of all required water quality and production reports.

Specific Service objectives are:

- Represent the City in the management of the Main San Gabriel Basin by attending monthly meetings.
- Develop long range planning alternatives and strategies to enable the utility to maintain water usage, including the development and construction of water treatment facilities and alternatives, to conform to State and Federal potable water quality requirements.
- Monitor and assess the costs to produce, treat, and deliver water to each category of customer and determine the overall efficiency of water operations.
- Prepare numerous operations, production, and water quality reports to meet WaterMaster, Federal, State, County, and City requirements.

- Continue involvement with the San Gabriel Valley Groundwater clean-up projects with special emphasis on the South El Monte Operable Unit (SEMOU) to recover costs and the possibility of obtaining Title 16 and/or Federal Restoration Funds.

- Identify and track Federal and State regulations that could require large capital investments for treatment of specific contaminants (e.g., PFOS/PFOA, arsenic, volatile organic compounds, Perchlorate, 1,4-Dioxane, 1,1-DCA, MTBE, Chromium 6, etc.)

2022-2023 Goals and Objectives

- Complete the rehabilitation of two steel tanks at Russell Reservoir.

- Complete the mainline improvement project that serves the Monterey Park Golf Course.

- Complete the Water Master Plan Update.

2021-2022 Major Accomplishments

- Completed the construction of the Centralized Groundwater Treatment System (CGTS) that includes the per- and polyfluoroalkyl substance (PFAS) removal system and obtained the permit to operate the new treatment plant.

- Purchased a new utility truck for the Water Division's operations.

- Built the new employee kitchen and lunch room for the Water Division's distribution and customer service staff at the City Yard.

Funding Sources by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$0	$0	$0	$0
Special Revenue	$945	$0	$0	$0
Enterprise	$182,374	$275,533	$352,533	$661,576
Internal Service	$0	$0	$0	$0
Total Expenditures	**$183,319**	**$275,533**	**$352,533**	**$661,576**

Program: Water Commercial

Program No.: 4221

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$665,036	$797,796	$797,796	$837,686
Services	$12,945	$50,850	$50,850	$55,850
Commodities	$99,913	$138,950	$138,950	$166,450
Internal Services	$432,225	$576,585	$576,585	$718,084
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$1,210,119**	**$1,564,181**	**$1,564,181**	**$1,778,070**
Authorized Full-Time Equivalent Positions	**6.85**	**6.85**	**6.75**	**6.75**

Programs Details

This program, in coordination with the Management Services Department, provides for approximately 80,249 meter readings, billing, and collection of revenue from approximately 13,643 water meters. The City's consumers average 917 requests for service per month for routine problems including billing, leaks, water quality, general water service inquiries, backflow/cross-connection, and water conservation education.

Specific Service objectives are:

- Provide all City served water accounts with a water meter calibrated to American Water Works Association (AWWA) standards for accuracy to be read, billed, and maintained on a bi-monthly schedule.
- Notify consumers of high consumption when readings appear to be significantly higher than normal.
- Perform annual tests on 101 City-owned backflow devices and report results to the Los Angeles County Department of Health Services.

- Track and maintain 1,383 private backflow prevention assemblies for water system protection as required by the State Water Resources Control Board Division of Drinking Water (DDW) standards.

- On a bimonthly reading cycle, report any safety hazards or code violations to the proper department.

- In conjunction with the Water Distribution section continue to evaluate and upgrade large meter installations to replace older water meters to ensure meter accuracy.

2022-2023 Goals and Objectives

- Upgrade meter infrastructure with Advanced Metering Infrastructure (AMI) technology that includes integrated leak detection sensors.

- Assist residential and business community with ongoing water conservation efforts as California suffers through a third year of drought.

- Explore fees for customer backflow test submittals to recover city costs for the backflow inspection program.

2021-2022 Major Accomplishments

- Upgraded Tokay backflow software program to a web-based system that streamlines inspections and reporting.

- Researched smart meter technology to identify equipment that can meet the State's new requirements for water conservation and improve the Water Division's current water meter system.

- Implemented a Water Conservation Ordinance that includes several stages of drought emergency to allow the city to implement more stringent measures as necessary to meet more severe drought situations.

Funding Sources by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$0	$0	$0	$0
Special Revenue	$921	$0	$0	$0
Enterprise	$1,209,198	$1,564,181	$1,564,181	$1,778,070
Internal Service	$0	$0	$0	$0
Total Expenditures	**$1,210,119**	**$1,564,181**	**$1,564,181**	**$1,778,070**

Public Works Department
FY 2022-2023 Preliminary Budget

Program: Water Production

Program No.: 4222

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$61,533	$63,427	$63,427	$62,050
Services	$3,102,523	$3,335,190	$3,375,190	$3,413,990
Commodities	$124,045	$166,300	$166,300	$246,300
Internal Services	$889,725	$1,084,290	$1,084,290	$1,244,603
Capital Outlay	$0	$0	$0	$0
Debt Service	$41,097	$112,779	$112,779	$112,492
Total Expenditures	**$4,218,923**	**$4,761,986**	**$4,801,986**	**$5,079,435**
Authorized Full-Time Equivalent Positions	**1.00**	**1.00**	**1.00**	**1.00**

Programs Details

This program provides for producing, treating, and delivering to the City's customers, potable water that meets or exceeds all water quality standards established by Federal and State regulatory agencies. The operation and inspection of 12 wells, 11 pumping stations, and 13 reservoirs are provided by California Department of Public Health certified water treatment personnel to meet an average daily demand of approximately 8 million gallons of water.

Water quality is ensured by use of mandated State Water Resources Control Board Division of Drinking Water (DDW) certified water treatment operators and regulated operations for the safe

and efficient production of water for the community. In compliance with Title 22, State of California, Department of Public Health, weekly, monthly, quarterly, and yearly samples are collected for volatile organic chemicals, perchlorate, and general mineral levels. Additionally, production personnel collect a monthly average of 180 chlorine residuals, 90 bacteriological samples, and 19 general physical samples at the wells, pump stations, treatment plants, reservoirs and at various locations in the water distribution system. Continuously conduct maintenance and/or supervise the maintenance of the wells, pump stations, treatment plants, and reservoirs. In addition, maintain, monitor, and control the wells, booster stations, and pumps through use of the newly integrated SCADA System.

2022-2023 Goals and Objectives

- Upgrade the pump skid from two pumps to three pumps for the chlorination system at the Delta Plant.
- Upgrade 22 Programmable Logic Controllers (PLCs) that are industrial computers programmed to control the pumps, valves and alarms that operate the city's water system. The old PLCs are obsolete and replacement parts are no longer available.
- Upgrade the electrical systems at the booster stations at Delta.

2021-2022 Major Accomplishments

- Upgraded the Supervisory Control and Data Acquisition (SCADA) software to Ignition that is more powerful with added functionality.
- Replaced old communication radios at all reservoirs, booster stations, and Delta Plant with new ethernet radios that are faster and provide more reliability and security.
- Implemented Virtual Private Network (VPN) login for the SCADA system to establish a protected network connection for security access.
- Replaced the pump skid for the acid system at Well 12.

Funding Sources by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$0	$0	$0	$0
Special Revenue	$136	$0	$0	$0
Enterprise	$4,218,787	$4,761,986	$4,801,986	$5,079,435
Internal Service	$0	$0	$0	$0
Total Expenditures	**$4,218,923**	**$4,761,986**	**$4,801,986**	**$5,079,435**

Program: Water Distribution

Program No.: 4223

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$672,154	$455,238	$455,238	$477,999
Services	$86,092	$119,450	$119,450	$157,450
Commodities	$135,638	$140,880	$140,880	$198,730
Internal Services	$665,650	$895,540	$895,540	$1,064,628
Capital Outlay	$0	$0	$0	$0
Debt Service/Other Payments	$1,730,770	$2,365,861	$2,365,861	$2,488,132
Total Expenditures	**$3,290,304**	**$3,976,969**	**$3,976,969**	**$4,386,940**
Authorized Full-Time Equivalent Positions	**6.85**	**6.85**	**6.75**	**6.75**

Programs Details

This program provides for the installation of new service taps, renewed water service taps, repair of water mains and services as necessary, and the maintenance of water facilities. Within the distribution system there are 13,456 water accounts, 134 miles of distribution mains, approximately 1,063 fire hydrants, and 2,073 gate valves.

This program also provides maintenance and new installations of piping for the entire system. Water Distribution personnel are California Department of Health Services certified, licensed and prepared to perform expedient and professional services under emergency conditions.

Specific service objectives are:

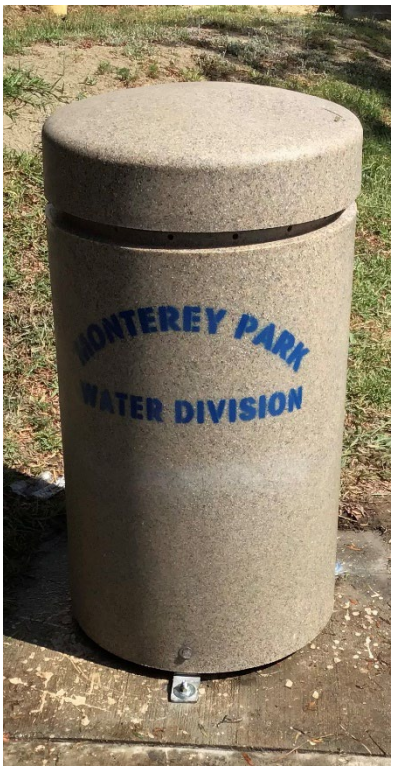
- Ensure water section personnel productivity and safety through adherences to annual training objectives.
- Operate annual valve exercise program for 2,073 distribution system valves.
- Maintain water service standards by repairing City water distribution facilities to ensure that residents and commercial accounts will have reliable water service.

- Continue to upgrade service and meter installation to current standards.
- Help maintain water quality with an active flushing program.
- Maintain all pressure relief stations, pressure-sustaining stations, and check valve stations in the distribution system to increase reliability.
- Identify needs to improve distribution system reliability.

2022-2023 Goals and Objectives

- Research GIS-based software programs that can precisely identify and map valves that need to be exercised for shutdowns during emergency repairs and routine maintenance.
- Install three new main blow-offs at dead ends to ensure optimal water quality within the water distribution system. After the completion of this year's installations, 98 blow-offs remain.
- Replace one-18" plug valve to improve the reliability of the water distribution system.

2021-2022 Major Accomplishments



- Installed 8" fire, 2" domestic, and 1" irrigation lines and relocated a fire hydrant in the construction of the new Fire Station 2 at Garfield and Elmgate avenues.
- Replaced old and deteriorating, metal-can enclosures for air release valves with new composite housing that improves safety for servicing staff and aesthetics for the neighborhood.
- Removed a large vault that stored an 18" valve and installed a new replacement valve at the Traffic Signal/ADA Pedestrian Improvement Project at Garfield and Graves avenues.

Public Works Department
FY 2022-2023 Preliminary Budget

Funding Sources by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$0	$0	$0	$0
Special Revenue	$0	$0	$0	$0
Enterprise	$3,290,304	$3,976,969	$3,976,969	$4,386,940
Internal Service	$0	$0	$0	$0
Total Expenditures	**$3,290,304**	**$3,976,969**	**$3,976,969**	**$4,386,940**

Program: Well No. 5

Program No.: 4226

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$308,433	$250,801	$250,801	$241,855
Services	$147,040	$372,513	$372,513	$421,613
Commodities	$92,377	$300,100	$300,100	$300,100
Internal Services	$209,944	$354,900	$354,900	$358,735
Capital Outlay	$0	$0	$0	$0
Debt Service	$7,568	$0	$0	$0
Total Expenditures	**$765,362**	**$1,278,314**	**$1,278,314**	**$1,322,303**
Authorized Full-Time Equivalent Positions	**2.19**	**2.19**	**2.25**	**2.25**

Programs Details

This activity provides for the costs associated with ground water remediation for Well No. 5 for volatile organic compounds that may be found in the groundwater. This includes the operation and maintenance of the Granular Activated Carbon (GAC) treatment plant portion of Well No. 5 put into service on September 22, 1999. This well has a current capacity of 1,600 gallons per minute.

Costs for this activity include personnel costs, electricity, GAC replacement, capital lease payment, contractual maintenance, and laboratory analyses. This activity will also cover costs for possible future remediation activities.

Specific Service objectives are:

- Continue to seek outside funding for operation and maintenance of this facility from South El Monte Potentially Responsible Parties and other potential sources.

- Continue to operate and maintain plant per State Water Resources Control Board Division of Drinking Water (DDW) requirements.

Funding Sources by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$0	$0	$0	$0
Special Revenue	$0	$0	$0	$0
Enterprise	$765,362	$1,278,314	$1,278,314	$1,322,303
Internal Service	$0	$0	$0	$0
Total Expenditures	**$765,362**	**$1,278,314**	**$1,278,314**	**$1,322,303**

Program: Well No. 12 Treatment Plant

Program No.: 4227

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$297,811	$268,471	$268,471	$299,816
Services	$350,743	$352,307	$352,307	$372,307
Commodities	$163,340	$200,000	$200,000	$200,000
Internal Services	$208,194	$322,060	$322,060	$329,959
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$1,020,088**	**$1,142,838**	**$1,142,838**	**$1,202,082**
Authorized Full-Time Equivalent Positions	**2.25**	**2.25**	**2.25**	**2.25**

Programs Details

This activity provides for the costs associated with water remediation activities for Wells No. 9, No. 12, and No. 15 for the removal of volatile organic compounds and future contaminants that may be found in the system. This includes the operation and maintenance of the Air Stripper treatment plant.

Costs for this activity include personnel, electricity, water treatment chemicals, laboratory analyses, equipment maintenance and legal fees.

Specific Service objectives are:

- Continue to seek outside funding for the operation and maintenance of this facility from South El Monte Potentially Responsible Parties and other potential sources.

- Continue to operate and maintain as required by the State Water Resources Control Board Division of Drinking Water (DDW) regulations.

Public Works Department
FY 2022-2023 Preliminary Budget

Funding Sources by Type

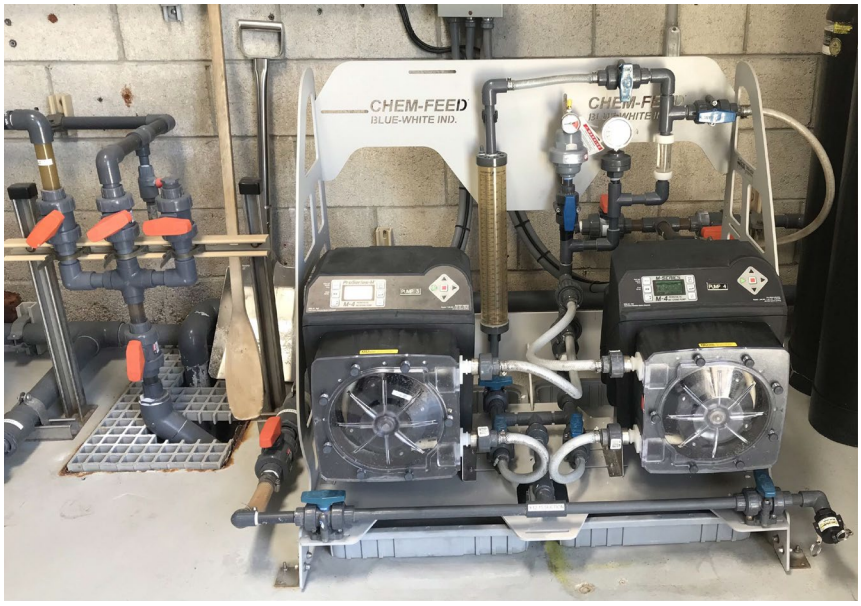
Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$0	$0	$0	$0
Special Revenue	$0	$0	$0	$0
Enterprise	$1,020,088	$1,142,838	$1,142,838	$1,202,082
Internal Service	$0	$0	$0	$0
Total Expenditures	**$1,020,088**	**$1,142,838**	**$1,142,838**	**$1,202,082**

Program: Well No. 1, 3, & 10

Program No.: 4229

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$232,309	$217,691	$217,691	$220,286
Services	$253,652	$319,514	$319,514	$329,514
Commodities	$118,361	$320,000	$320,000	$320,000
Internal Services	$169,244	$270,775	$270,775	$279,661
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$773,565**	**$1,127,980**	**$1,127,980**	**$1,149,461**
Authorized Full-Time Equivalent Positions	**1.86**	**1.86**	**2.00**	**2.00**

Programs Details



This activity provides for the costs associated with ground water remediation for Wells No. 1, No. 3, No. 10 and Fern Well for volatile organic compounds (VOC) and future contaminants that may be found in the system. This includes the operation and maintenance of the Granular Activated Carbon (GAC) treatment system for these wells. This treatment plant has a capacity of 4,500 gallons per minute and requires continual scheduled maintenance and monitoring.

Costs for this activity include personnel costs, GAC replacement, electricity, capital lease payments, equipment maintenance, and laboratory analyses. This activity will also cover costs for possible future remediation activities.

Public Works Department
FY 2022-2023 Preliminary Budget

Funding Sources by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$0	$0	$0	$0
Special Revenue	$0	$0	$0	$0
Enterprise	$773,565	$1,127,980	$1,127,980	$1,149,461
Internal Service	$0	$0	$0	$0
Total Expenditures	**$773,565**	**$1,127,980**	**$1,127,980**	**$1,149,461**

Program: Well No. 12 Dual Barrier

Program No.: 4230

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$226,915	$199,671	$199,671	$205,465
Services	$48,579	$217,297	$217,297	$221,797
Commodities	$128,971	$200,000	$200,000	$200,000
Internal Services	$130,344	$202,390	$202,390	$219,767
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$534,809**	**$819,358**	**$819,358**	**$847,029**
Authorized Full-Time Equivalent Positions	**1.79**	**1.79**	**2.00**	**2.00**

Programs Details

This activity provides for the costs associated with water remediation activities for the Dual Barrier treatment facility, which is operated for use by Well Nos. 9, 12, and 15 for removal of volatile organic compounds not removed by the Well No. 12 Air Stripper. These costs include personnel, laboratory analyses, and equipment maintenance.

Costs for this activity include personnel costs, Granular Activated Carbon replacement, equipment maintenance, and laboratory analyses.

Specific Service objectives are:

- Seek outside funding for the operation and maintenance of this facility from South El Monte Potentially Responsible Parties and other potential sources.
- Operate and maintain the system per the State Water Resources Control Board.

Public Works Department
FY 2022-2023 Preliminary Budget

Funding Sources by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$0	$0	$0	$0
Special Revenue	$0	$0	$0	$0
Enterprise	$534,809	$819,358	$819,358	$847,029
Internal Service	$0	$0	$0	$0
Total Expenditures	**$534,809**	**$819,358**	**$819,358**	**$847,029**

Public Works Department
FY 2022-2023 Preliminary Budget

Program: Well No. 15

Program No.: 4231

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$207,867	$195,260	$195,260	$200,834
Services	$126,901	$156,907	$156,907	$160,907
Commodities	$3,922	$100,000	$100,000	$100,000
Internal Services	$90,294	$155,135	$155,135	$152,799
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$428,985**	**$607,302**	**$607,302**	**$614,540**
Authorized Full-Time Equivalent Positions	**1.68**	**1.68**	**1.75**	**1.75**

Programs Details

This activity is for the operation and maintenance of Well No. 15 as indicated by the Environmental Protection Agency's Interim Action Record of Decision (IROD) to help facilitate the removal of Perchlorate and Volatile Organic Compounds (VOC) in the groundwater from the San Gabriel Valley Water Basin.

Costs for this activity include personnel costs, equipment and maintenance supplies, laboratory analyses, compliance reports, electricity service, and fees to other governmental agencies.

Specific Service objectives are:

- Continue to seek outside funding for the operation and maintenance of this facility from the South El Monte Potentially Responsible Parties and other potential sources.
- Continue to operate and maintain the treatment facility as mandated by the State Water Resources Control Board Division of Drinking Water (DDW).

Public Works Department
FY 2022-2023 Preliminary Budget

Funding Sources by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$0	$0	$0	$0
Special Revenue	$0	$0	$0	$0
Enterprise	$428,985	$607,302	$607,302	$614,540
Internal Service	$0	$0	$0	$0
Total Expenditures	**$428,985**	**$607,302**	**$607,302**	**$614,540**

Non-Department

FY 2022-2023 Preliminary Budget

Department Overview

The Non-Departmental function accounts for costs that are not generally associated with a specific department. These programs include General Liability, Post Employment, and Workers' Compensation.

Programs and Services

The General Liability Internal Service Fund was established for the management and funding of the City's general liability risk exposure. Charges are made to all City funds to pay for operating expenses as well as to fund the outstanding liabilities of the General Liability Fund.

The costs of retiree medical insurance premiums and separation benefits are included in the Post-Employment program. Charges are made to all City funds to pay for the benefits at separation and for the retiree medical insurance premiums. A true-up is completed at year-end.

The Workers' Compensation Internal Service Fund was established for the management and funding of the City's workers' compensation risk exposure. Charges are made to all City funds to pay for operating expenses as well as to fund the liabilities of the Worker's Compensation Fund.

Non-Department Budget Summary

Expenditures by Program					
Program Name	Program No.	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Liability	5101	$4,993,048	$4,467,275	$4,467,275	$5,579,438
Post-Employment	5102	$107,600,994	$11,927,325	$11,927,325	$12,257,409
Worker's Comp	8301	$2,526,133	$2,281,000	$2,281,000	$2,445,300
Total Expenditures		**$115,120,175**	**$18,675,600**	**$18,675,600**	**$20,282,146**
Authorized Full-Time Equivalent Positions		**0.00**	**0.00**	**0.00**	**0.00**

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$102,831,720	$1,736,375	$1,736,375	$1,887,569
Special Revenue	$2,246,657	$8,359,000	$8,359,000	$8,623,366
Enterprise	$663,378	$274,300	$274,300	$304,692
Internal Service	$9,375,685	$8,305,925	$8,305,925	$9,466,520
Total	**$115,117,440**	**$18,675,600**	**$18,675,600**	**$20,282,146**

Program: General Liability

Program No.: 5101

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$0	$0	$0	$0
Services	$4,495,998	$3,995,025	$3,995,025	$4,990,000
Commodities	$0	$0	$0	$0
Internal Services	$497,050	$468,750	$468,750	$585,938
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$3,500	$3,500	$3,500
Total Expenditures	**$4,993,048**	**$4,467,275**	**$4,467,275**	**$5,579,438**
Authorized Full-Time Equivalent Positions	**0.00**	**0.00**	**0.00**	**0.00**

Programs Details

The General Liability Internal Service Fund was established for the management and funding of the City's general liability risk exposure. The City maintains General Liability and Auto Liability insurance coverage through the City's participation in a Joint Power Authority risk sharing pool for Liability and Workers Compensation Programs.

Charges are made to all City funds to pay for operating expenses as well as to fund the outstanding liabilities of the City. FY 2022-2023 expenses are anticipated to be $5.6 million. This includes earthquake, property damage insurance, and the City's JPA member costs.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$309,550	$234,375	$234,375	$292,969
Special Revenue	$187,500	$234,375	$234,375	$292,969
Enterprise	$0	$0	$0	$0
Internal Service	$4,495,998	$3,998,525	$3,998,525	$4,993,500
Total Expenditures	**$4,993,048**	**$4,467,275**	**$4,467,275**	**$5,579,438**

Program: Post Employment

Program No.: 5102

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$105,509,902	$4,525,100	$4,525,100	$4,774,244
Services	$179,577	$65,000	$65,000	$125,000
Commodities	$0	$0	$0	$0
Internal Services	$0	$0	$0	$20,744
Capital Outlay	$0	$0	$0	$0
Debt Service	$1,911,515	$7,337,225	$7,337,225	$7,337,421
Total Expenditures	**$107,600,994**	**$11,927,325**	**$11,927,325**	**$12,257,409**
Authorized Full-Time Equivalent Positions	**0.00**	**0.00**	**0.00**	**0.00**

Programs Details

Separation Benefits

The Separation Benefits Internal Service Fund provides an ongoing method of financing the costs associated with employee separation from City service. Upon separation, an employee is entitled to compensation for accrued vacation, holiday, compensation time earned in-lieu of overtime, and a percentage of his or her accrued sick leave depending on provisions of each particular bargaining unit. Charges are made to City departments to pay for operating expenses as well as to fund outstanding liabilities of the Separation Benefits Fund. Liabilities and charges of employee accrued leaves are recorded as compensated absences payable in the general ledger and the amount for 2022-2023 is estimated for $5.8 million.

Post-Employment Benefits

The costs of retiree medical insurance premiums are presented in this activity, as are contributions to the Empower Retirement Plan. Administrative and actuarial fees for retirement plan administration are also presented herein. The City joined in the OPEB trust program to pre-fund its OPEB liabilities. As a result of this prefunding plan, the City's retiree medical unfunded liabilities were substantially reduced. The Actuarially Determined Contribution (ADC) for the fiscal year ending June 30, 2022, is $2.5 million. The Empower Retirement Plan predates the commencement of the City's participation in the California Public Employees' Retirement System (CalPERS) in 1976. The Plan provides partial retirement benefits for miscellaneous employees over age 55 at April 1, 1976 and currently, there are 32 vested members in the Empower Plan. As for the OPEB, there are 556 inactive employees, retirees, and active employees eligible for City-paid retiree medical benefits.

Non-Department
FY 2022-2023 Preliminary Budget

On February 16, 2021, the City issued Pension Obligation Bonds in the amount of $106,335,000; paying off in its entirety the City's Unfunded Accrued Liability. The second bond payment is scheduled for July 2022.

Costs in this division include OPEB Medical prefunding of $1,000,000 million to be deposited in the retiree medical trust account (CERBT) and the second payment of the Pension Obligation Bond Series 2021 in the amount of $7,337,421 million.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$102,522,170	$1,502,000	$1,502,000	$1,594,600
Special Revenue	$2,059,157	$8,124,625	$8,124,625	$8,330,397
Enterprise	$663,378	$274,300	$274,300	$304,692
Internal Service	$2,353,553	$2,026,400	$2,026,400	$2,027,720
Total Expenditures	**$107,598,258**	**$11,927,325**	**$11,927,325**	**$12,257,409**

Program: Workers' Compensation

Program No.: 8301

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$1,986,550	$1,586,000	$1,586,000	$1,665,300
Services	$539,583	$695,000	$695,000	$780,000
Commodities	$0	$0	$0	$0
Internal Services	$0	$0	$0	$0
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$2,526,133**	**$2,281,000**	**$2,281,000**	**$2,445,300**
Authorized Full-Time Equivalent Positions	**0.00**	**0.00**	**0.00**	**0.00**

Programs Details

The Workers' Compensation Internal Service Fund was established for the management and funding of the City's workers' compensation risk exposure. Workers' compensation laws in the State of California, both those of constitutional and statutory origin, create a compulsory responsibility for all employers to compensate any and all of their workers for injuries or disabilities arising out of the scope and in the course of employment.

California workers' compensation law provides medical treatment, temporary disability benefits, permanent disability benefits, vocational rehabilitation benefits, medical benefits and death benefits for work related injuries. The law also provides for preventative measures in the form of safety laws and administrative rules.

The City maintains workers compensation insurance coverage to statutory limits per occurrence (policy will pay out per statute with no coverage limit) through the City's participation in a Joint Power Authority risk sharing pool Workers Compensation Program. Both the Human Resources/Risk Management and Management Services Departments manage the Workers' Compensation Fund.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$0	$0	$0	$0
Special Revenue	$0	$0	$0	$0
Enterprise	$0	$0	$0	$0
Internal Service	$2,526,133	$2,281,000	$2,281,000	$2,445,300
Total Expenditures	**$2,526,133**	**$2,281,000**	**$2,281,000**	**$2,445,300**

THIS PAGE INTENTIONALLY LEFT BLANK

Capital Improvement Program
FY 2022-2023 Preliminary Budget

Department Overview

The Capital Improvement Program (CIP) is a projection of the City's capital investments over a five-year period. The CIP is a fiscal and planning tool that allows the City to monitor all capital project costs, funding sources, departmental responsibilities, and timing. Each year, the CIP will be reviewed within the context of ongoing city, county, state, and federal planning programs and policies. Capital investments involve major City projects that produce outputs having long and useful life spans.

Programs and Services

The CIP includes projects and funding sources in the following three (3) categories:

- Enterprise Capital Projects
- Street Construction Projects
- Community Improvement Capital Projects

Capital Improvement Program Budget Summary

Expenditures by Program					
Program Name	Program No.	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Enterprise Captial	5005	$1,742,500	$4,395,000	$4,395,000	$9,495,212
Street Construction	5001	$161,126	$1,303,381	$1,496,235	$12,909,656
Community Capital Improvement	5002	$6,116,882	$43,326	$163,326	$3,142,528
		$8,020,508	**$5,741,707**	**$6,054,561**	**$25,547,396**

FY 2021-2022 Authorized Projects

- Enterprise Capital Projects
  - $887,000 from fund 411 for cured-in pipe relining at various locations: project number 99014.
  - $1,282,000 from fund 411 for spot repairs at various locations: project number 99015.
  - $71,000 from fund 411 for CCTV field equipment upgrade: project number 99016.
  - $387,341 from fund 409, for PLC upgrade: project number 99022.
  - $112,491 from fund 409 for water main replacement – northeast: project number 99023.
  - $1,755,380 from fund 401 for water main replacement – northeast: project number 99023.
  - $5,000,000 from fund 401 for water meter replacements: project number 99024.

- Street Construction Projects
  - $1,232,004 from Bond Funds for slurry seal - various locations: project number 96030.
  - $11,388,652 from Bond Funds for street rehabilitation – various locations: project number 96031.
  - $200,000 from Measure W for the Sierra Vista stormwater improvements: project number 96032.
  - $90,000 from Measure W for the catch basin CPS units; project number 96033.

- Community Improvement Capital Projects
  - $500,000 from fund 231 to expand the library story-room ($30,000); conversion of the George Elder Park practice court ($40,000); upgrade the Langley restrooms ($200,000) and the Barnes gym restrooms ($230,000).
  - $1,930,000 from ARPA fund 363 to replace various park place ground equipment including Edison Trails, Sequoia, Garvey Ranch, Bella Vista and Highlands.
  - $60,000 from ARPA fund 363 to purchase a security gate for second floor city parking
  - $127,528 from ARPA fund 363 to purchase dual modem MDC's for Police Department.
  - $525,000 from fund 401 (Water), fund 501 (Shop) and fund 238 (Prop A) for the purchase of city vehicles.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$5,545,693	$0	$120,000	$0
Special Revenue	$732,315	$1,346,707	$1,539,561	$1,035,000
ARPA Funds	$0	$0	$0	$2,117,528
Enterprise	$1,742,500	$4,395,000	$4,395,000	$9,565,212
Internal Service	$0	$0	$0	$210,000
Bond Funds	$0	$0	$0	$12,619,656
Total	**$8,020,508**	**$5,741,707**	**$6,054,561**	**$25,547,396**

Capital Improvement Program
FY 2022-2023 Preliminary Budget

Program: Street Construction

Program No.: 5001

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$0	$0	$0	$0
Services	$0	$0	$0	$0
Commodities	$0	$0	$0	$0
Internal Services	$0	$0	$0	$0
Capital Outlay	$161,126	$1,303,381	$1,496,235	$12,909,656
Debt Service	$0	$0	$0	$0
Total Expenditures	**$161,126**	**$1,303,381**	**$1,496,235**	**$12,909,656**

Programs Details

The City contains 119.27 miles of streets, 225.22 miles of sidewalk, 75 traffic signals and 10 miles of improved alleys. Major improvements are needed to accommodate the increased flow of pedestrian and vehicle traffic. This program provides for street improvements including parking, lighting, traffic signals, and landscaping administered through the Public Works Department. The 2022-2023 street improvements include the following:

- $1,232,004 from Bond Funds for slurry seal - various locations: project number 96030.
- $11,388,652 from Bond Funds for street rehabilitation – various locations: project number 96031.
- $200,000 from Measure W for the Sierra Vista stormwater improvements: project number 96032.
- $90,000 from Measure W for the catch basin CPS units; project number 96033.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$0	$0	$0	$0
Special Revenue	$161,126	$1,303,381	$1,496,235	$290,000
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Bond Funds	$0	$0	$0	$12,619,656
Total Expenditures	**$161,126**	**$1,303,381**	**$1,496,235**	**$12,909,656**

Capital Improvement Program
FY 2022-2023 Preliminary Budget

Program: Community Improvements

Program No.: 5002

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$0	$0	$0	$0
Services	$0	$0	$0	$0
Commodities	$0	$0	$0	$0
Internal Services	$0	$0	$0	$0
Capital Outlay	$6,116,882	$43,326	$163,326	$3,142,528
Debt Service	$0	$0	$0	$0
Total Expenditures	**$6,116,882**	**$43,326**	**$163,326**	**$3,142,528**

Programs Details

Community capital improvements includes any physical improvement to the City's capital assets of a permanent nature as well as acquisition of equipment. Community capital improvements are typically funding by grants, reserves, and specified revenue sources. The FY 2022-2023 community improvements include the following:

- $500,000 from fund 231 to expand the library story-room ($30,000); conversion of the George Elder Park practice court ($40,000); upgrade the Langley restrooms ($200,000) and the Barnes gym restrooms ($230,000).
- $1,930,000 from ARPA fund 363 to replace various park place ground equipment including Edison Trails, Sequoia, Garvey Ranch, Bella Vista and Highlands.
- $60,000 from ARPA fund 363 to purchase a security gate for second floor city parking
- $127,528 from ARPA fund 363 to purchase dual modem MDC's for Police Department.
- $525,000 from fund 401 (Water), fund 501 (Shop) and fund 238 (Prop A) for the purchase of city vehicles.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$5,545,693	$0	$120,000	$0
Special Revenue	$571,189	$43,326	$43,326	$745,000
ARPA Funds	$0	$0	$0	$2,117,528
Enterprise	$0	$0	$0	$70,000
Internal Service	$0	$0	$0	$210,000
Total Expenditures	**$6,116,882**	**$43,326**	**$163,326**	**$3,142,528**

Capital Improvement Program
FY 2022-2023 Preliminary Budget

Program: Enterprise Capital Projects

Program No.: 5005

Expenditures by Character	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
Salary and Benefits	$0	$0	$0	$0
Services	$0	$0	$0	$0
Commodities	$0	$0	$0	$0
Internal Services	$0	$0	$0	$0
Capital Outlay	$1,742,500	$4,395,000	$4,395,000	$9,495,212
Debt Service	$0	$0	$0	$0
Total Expenditures	**$1,742,500**	**$4,395,000**	**$4,395,000**	**$9,495,212**

Programs Details

This program provides for the continued capital replacement, improvement and upgrading of the Enterprise (Water, Sewer and Refuse) projects. The FY 2022-2023 community improvements include the following:

- $887,000 from fund 411 for cured-in pipe relining at various locations: project number 99014.
- $1,282,000 from fund 411 for spot repairs at various locations: project number 99015.
- $71,000 from fund 411 for CCTV field equipment upgrade: project number 99016.
- $387,341 from fund 409, for PLC upgrade: project number 99022.
- $112,491 from fund 409 for water main replacement – northeast: project number 99023.
- $1,755,380 from fund 401 for water main replacement – northeast: project number 99023.
- $5,000,000 from fund 401 for water meter replacements: project number 99024.

Funding Source by Type

Funding Sources by Type	FY 2020-21 Actual	FY 2021-22 Original Budget	FY 2021-22 Projected Budget	FY 2022-23 Budget
General Fund	$0	$0	$0	$0
Special Revenue	$0	$0	$0	$0
Enterprise	$1,742,500	$4,395,000	$4,395,000	$9,495,212
Internal Service	$0	$0	$0	$0
Total Expenditures	**$1,742,500**	**$4,395,000**	**$4,395,000**	**$9,495,212**

Project	Fund	Project Description	Appropriation Amount	Year To Date Estimated Expenditures	FY 2021-2022 Carryover Balance	New Funding Request FY 2022-2023	Planned FY 2023-2024	Planned FY 2024-2025	Planned FY 2025-2026	Planned FY 2026-2027	Total Project Needs
		Enterprise Capital Projects									
86005	411	SEWER MASTER PLAN	$200,000.00	$0.00	$200,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$200,000.00
86005	419	SEWER MASTER PLAN	$71,177.00	$0.00	$71,177.00	$0.00	$0.00	$0.00	$0.00	$0.00	$71,177.00
96007	411	SEWER REPAIRS & PIPE RELINING	$609,235.00	$0.00	$609,235.00	$0.00	$0.00	$0.00	$0.00	$0.00	$609,235.00
99008	411	GLADYS AVENUE PIPELINE REPLACEMENT	$0.00	$0.00	$0.00	$0.00	$310,000.00	$0.00	$0.00	$0.00	$310,000.00
99009	411	CHANDLER AVENUE PIPELINE REPLACEMENT	$160,000.00	$0.00	$160,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$160,000.00
99010	411	EMERSON AVENUE PIPELINE RELINING	$245,000.00	$0.00	$245,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$245,000.00
99011	411	EMERSON AVENUE PARALLEL PIPELINE	$615,000.00	$0.00	$615,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$615,000.00
96001	411	N. ATLANTIC SEWER IMPROVEMENT	$1,810,676.00	$321,737.00	$1,488,939.00	$0.00	$0.00	$0.00	$0.00	$0.00	$1,810,676.00
99014	411	CURED-IN PLACE PIPE RELINING- VARIOUS LOCATIONS (GARVEY)	$0.00	$0.00	$0.00	$887,000.00	$0.00	$0.00	$0.00	$0.00	$887,000.00
99015	411	SPOT REPAIRS AT VARIOUS LOCATIONS	$0.00	$0.00	$0.00	$1,282,000.00	$0.00	$0.00	$0.00	$0.00	$1,282,000.00
99016	411	CCTV FIELD EQUIPMENT UPGRADE	$0.00	$0.00	$0.00	$71,000.00	$0.00	$0.00	$0.00	$0.00	$71,000.00
99017	411	PIPELINE REPLACEMENT - BRIARCLIFF WAY	$0.00	$0.00	$0.00	$0.00	$82,402.00	$0.00	$0.00	$0.00	$82,402.00
99018	411	PIPELINE REPLACEMENT - ALPINE TERRACE	$0.00	$0.00	$0.00	$0.00	$118,929.00	$0.00	$0.00	$0.00	$118,929.00
99019	411	CURED IN PLACE RELINING (VARIOUS LOCATIONS)	$0.00	$0.00	$0.00	$0.00	$1,401,687.00	$0.00	$0.00	$0.00	$1,401,687.00
99020	411	SEWER SYSTEM INVENTORY & MAPPING AND STAFF TRAINING	$0.00	$0.00	$0.00	$0.00	$156,435.00	$0.00	$0.00	$0.00	$156,435.00
99021	411	PIPELINE REPLACEMENT - CIPRIANO AND EL PORTAL	$0.00	$0.00	$0.00	$0.00	$0.00	$304,886.00	$0.00	$0.00	$304,886.00
		Sewer Sub-total	$3,711,088.00	$321,737.00	$3,389,351.00	$2,240,000.00	$2,069,453.00	$304,886.00	$0.00	$0.00	$8,325,427.00
86003	421	SOLID WASTE CONTRACT	$80,680.00	$0.00	$80,680.00	$0.00	$0.00	$0.00	$0.00	$0.00	$80,680.00
		Solid Waste Sub-total	$80,680.00	$0.00	$80,680.00	$0.00	$0.00	$0.00	$0.00	$0.00	$80,680.00
86007	401	WATER MASTER PLAN	$280,000.00	$0.00	$280,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$280,000.00
99012	402	GROUNDWATER TREATMENT SYSTEM	$105,541.02	$11,090.00	$94,451.02	$0.00	$0.00	$0.00	$0.00	$0.00	$105,541.02
99012	403	GROUNDWATER TREATMENT SYSTEM	$4,837,000.00	$3,165,308.02	$1,671,691.98	$0.00	$0.00	$0.00	$0.00	$0.00	$4,837,000.00
96002	401	WATER MAIN REPLACEMENT - NORTHEAST PHASE 2	$4,008,043.00	$1,896,190.79	$2,111,852.21	$0.00	$0.00	$0.00	$0.00	$0.00	$4,008,043.00
99005	401	MIRA VALLE WATER PROJECT	$0.00	$0.00	$0.00	$0.00	$540,000.00	$0.00	$0.00	$0.00	$540,000.00
99006	401	MPK GOLF COURSE WATER MAIN EXTENSION	$0.00	$0.00	$0.00	$0.00	$630,000.00	$0.00	$0.00	$0.00	$630,000.00
99007	401	RUSSELL STREET RESERVOIR	$800,000.00	$0.00	$800,000.00	$0.00	$800,000.00	$0.00	$0.00	$0.00	$1,600,000.00
96001	401	N. ATLANTIC WATER IMPROVEMENT	$1,038,500.00	$3,374.05	$1,035,125.95	$0.00	$0.00	$0.00	$0.00	$0.00	$1,038,500.00
99022	409	PLC UPGRADE	$0.00	$0.00	$0.00	$387,341.00	$0.00	$0.00	$0.00	$0.00	$387,341.00
99023	409	WATER MAIN REPLACEMENT - NORTHEAST	$0.00	$0.00	$0.00	$112,491.00	$0.00	$0.00	$0.00	$0.00	$112,491.00
99023	401	WATER MAIN REPLACEMENT - NORTHEAST	$0.00	$0.00	$0.00	$1,755,380.00	$2,000,000.00	$2,132,129.00	$0.00	$0.00	$5,887,509.00
99024	401	WATER METER REPLACEMENTS	$0.00	$0.00	$0.00	$5,000,000.00	$4,000,000.00	$0.00	$0.00	$0.00	$9,000,000.00
		Water Sub-total	$11,069,084.02	$5,075,962.86	$5,993,121.16	$7,255,212.00	$7,970,000.00	$2,132,129.00	$0.00	$0.00	$28,426,425.02
		Enterprise Capital Projects Subtotal	**$14,860,852.02**	**$5,397,699.86**	**$9,463,152.16**	**$9,495,212.00**	**$10,039,453.00**	**$2,437,015.00**	**$0.00**	**$0.00**	**$36,832,532.02**

Project	Fund	Project Description	Appropriation Amount	Year To Date Estimated Expenditures	FY 2021-2022 Carryover Balance	New Funding Request FY 2022-2023	Planned FY 2023-2024	Planned FY 2024-2025	Planned FY 2025-2026	Planned FY 2026-2027	Total Project Needs
		Street Construction Capital Projects									
86006	101	ATLANTIC BANNER POLE	$24,907.51	$0.00	$24,907.51	$0.00	$0.00	$0.00	$0.00	$0.00	$24,907.51
96014	101	STATION 63 SIDEWALK/SLOPE IMPROVEMENTS	$15,000.00	$0.00	$15,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$15,000.00
96004	239	DOWNTOWN TRAFFIC SIGNAL IMPROV	$343,744.00	$0.00	$343,744.00	$0.00	$0.00	$0.00	$0.00	$0.00	$343,744.00
96004	246	DOWNTOWN TRAFFIC SIGNAL IMPROV	$832,500.00	$0.00	$832,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$832,500.00
96012	101	POTRERO GRANDE RENOVATION	$3,582,048.00	$0.00	$3,582,048.00	$0.00	$0.00	$0.00	$0.00	$0.00	$3,582,048.00
96013	239	MTA MONTEREY PASS BIKE GRANT	$300,000.00	$30,540.00	$269,460.00	$0.00	$0.00	$0.00	$0.00	$0.00	$300,000.00
96013	379	MTA MONTEREY PASS BIKE GRANT	$1,993,627.00	$0.00	$1,993,627.00	$0.00	$0.00	$0.00	$0.00	$0.00	$1,993,627.00
96013	238	MTA MONTEREY PASS BIKE GRANT	$750,000.00	$0.00	$750,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$750,000.00
96013	242	MTA MONTEREY PASS BIKE GRANT	$800,000.00	$0.00	$800,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$800,000.00
96023	239	GARFIELD AVENUE CAPACITY IMPROVEMENT	$700,000.00	$0.00	$700,000.00	$0.00	$0.00	$0.00	$0.00	*$0.00*	$700,000.00
96024	239	ATLANTIC AVENUE CAPACITY IMPROVEMENT	$250,000.00	$0.00	$250,000.00	$0.00	$1,650,000.00	$0.00	$0.00	*$0.00*	$1,900,000.00
96025	239	RAMONA ROAD CAPACITY IMPROVEMENT	$575,000.00	$0.00	$575,000.00	$0.00	$175,000.00	$1,000,000.00	$650,000.00	*$0.00*	$2,400,000.00
96026	239	ADAPTIVE TRAFFIC/TRAFFIC RESPONSIVE CONTROL SYSTEM	$1,700,000.00	$0.00	$1,700,000.00	$0.00	$2,250,000.00	$5,000,000.00	$0.00	$0.00	$8,950,000.00
96027	601	PAVEMENT MANAGEMENT STUDY	$179,232.00	$0.00	$179,232.00	$0.00	$100,768.00	$0.00	$0.00	$0.00	$280,000.00
96028	246	GARFIELD AVE TRAFFIC SIGNAL IMPROVEMENTS	$537,200.00	$0.00	$537,200.00	$0.00	$0.00	$0.00	$0.00	$0.00	$537,200.00
96001	239	N. ATLANTIC WATER/SEWER IMPROVEMENT	$300,000.00	$300,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$300,000.00
96030	621	SLURRY SEAL - VARIOUS LOCATIONS	$0.00	$0.00	$0.00	$1,231,004	$ 1,032,933	$0.00	$0.00	$0.00	$2,263,936.97
96031	621	STREET REHABILITATION -VARIOUS LOCATIONS	$0.00	$0.00	$0.00	$11,388,652	$ 7,029,985	$0.00	$0.00	$0.00	$18,418,637.08
96034	###	SCHOOL AND CROSSWALK SAFETY ENHANCEMENT PROJECT	$0.00	$0.00	$0.00	$0	$ -	$0.00	$0.00	$0.00	$0.00
											$0.00
		Street Sub-total	$12,883,258.51	$330,540.00	$12,552,718.51	$12,619,655.55	$12,238,686.50	$6,000,000.00	$650,000.00	$0.00	$44,391,600.56
99003	248	EAST LA SUSTAINABLE MEDIAN STORMWATER	$1,800,000.00	$600,000.00	$600,000.00	$0.00	$600,000.00	$0.00	$0.00	$0.00	$ 2,400,000.00
96032	248	SIERRA VISTA STORMWATER IMPROVEMENTS	$0.00	$0.00	$0.00	$200,000.00	$0.00	$0.00	$0.00	$0.00	$ 200,000.00
96033	248	CATCH BASIN CPS UNITS	$0.00	$0.00	$0.00	$90,000.00	$0.00	$0.00	$0.00	$0.00	$ 90,000.00
		Drainage Sub-total	$1,800,000.00	$600,000.00	$600,000.00	$290,000.00	$600,000.00	$0.00	$0.00	$0.00	$2,690,000.00
											$ -
		Street Construction Capital Projects Subtotal	**$14,683,258.51**	**$930,540.00**	**$13,152,718.51**	**$12,909,655.55**	**$12,838,686.50**	**$6,000,000.00**	**$650,000.00**	**$0.00**	**$47,081,600.56**

Project	Fund	Project Description	Appropriation Amount	Year To Date Estimated Expenditures	FY 2021-2022 Carryover Balance	New Funding Request FY 2022-2023	Planned FY 2023-2024	Planned FY 2024-2025	Planned FY 2025-2026	Planned FY 2026-2027	Total Project Needs
		Community Capital Improvement Projects									
81401	502	IT EMERGENCY / MASTER PLAN	$50,000.00	$0.00	$50,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$50,000.00
87001	101	COMPREHENSIVE GENERAL PLAN	$346,632.27	$248,876.36	$97,755.91	$0.00	$0.00	$0.00	$0.00	$0.00	$346,632.27
91401	502	NETWORK EQUIPMENT (ERP)	$1,133,563.16	$713,438.09	$420,125.07	$0.00	$0.00	$0.00	$0.00	$0.00	$1,133,563.16
91402	502	NETWORK EQUIPMENT (ERP) PSA	$209,945.00	$6,287.50	$203,657.50	$0.00	$0.00	$0.00	$0.00	$0.00	$209,945.00
93004	363	CITYWIDE CAMERAS	$1,312,127.00	$839,149.86	$472,977.14	$0.00	$0.00	$0.00	$0.00	$0.00	$1,312,127.00
95002	101	AMPHITHEATER SEATING/ADA	$45,171.00	$21,711.00	$23,460.00	$0.00	$0.00	$0.00	$0.00	$0.00	$45,171.00
96018	101	DOWNTOWN PARKING LOT IMPROVEMENTS	$567,153.00	$0.00	$567,153.00	$0.00	$0.00	$0.00	$0.00	$0.00	$567,153.00
96019	101	VAGABOND RETAINING WALL REPAIR	$39,231.98	$11,731.00	$27,500.98	$0.00	$0.00	$0.00	$0.00	$0.00	$39,231.98
96029	363	CITY HALL A/C UNITS REPLACEMENT	$250,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$250,000.00
95011	231	LIBRARY STORYROOM EXPANSION	$0.00	$0.00	$0.00	$30,000.00	$0.00	$0.00	$0.00	$0.00	$30,000.00
95012	231	GEORGE ELDER PARK PRACTICE COURT CONVERSION	$0.00	$0.00	$0.00	$40,000.00	$0.00	$0.00	$0.00	$0.00	$40,000.00
95013	231	BARNES GYM RESTROOMS UPGRADES	$0.00	$0.00	$0.00	$230,000.00	$0.00	$0.00	$0.00	$0.00	$230,000.00
95014	231	LANGLEY RESTROOMS UPGRADES	$0.00	$0.00	$0.00	$200,000.00	$0.00	$0.00	$0.00	$0.00	$200,000.00
95015	101	CITY HALL CARPET	$190,000.00	$0.00	$190,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$190,000.00
95016	363	GATE RAMP	$0.00	$0.00	$0.00	$60,000.00	$0.00	$0.00	$0.00	$0.00	$60,000.00
95017	363	EDISON TRAILS PARK PLAYGROUND REPLACEMENT	$0.00	$0.00	$0.00	$200,000.00	$0.00	$0.00	$0.00	$0.00	$200,000.00
95018	363	SEQUOIA PARK SMALL PLAYGROUND REPLACEMENT	$0.00	$0.00	$0.00	$220,000.00	$0.00	$0.00	$0.00	$0.00	$220,000.00
95019	363	GARVEY RANCH PARK BIG PLAYGROUND REPLACEMENT	$0.00	$0.00	$0.00	$480,000.00	$0.00	$0.00	$0.00	$0.00	$480,000.00
95020	363	GARVEY RANCH PARK SMALL PLAYGROUND REPLACEMENT	$0.00	$0.00	$0.00	$175,000.00	$0.00	$0.00	$0.00	$0.00	$175,000.00
95021	363	BELLA VISTA PARK PLAYGROUND REPLACEMENT	$0.00	$0.00	$0.00	$200,000.00	$0.00	$0.00	$0.00	$0.00	$200,000.00
95022	363	HIGHLANDS PARK SMALL PLAYGROUND REPLACEMENT	$0.00	$0.00	$0.00	$175,000.00	$0.00	$0.00	$0.00	$0.00	$175,000.00
95023	363	LASER CUT BASEBALL FIELDS	$0.00	$0.00	$0.00	$30,000.00	$0.00	$0.00	$0.00	$0.00	$30,000.00
95024	363	HIGHLANDS PARK BIG PLAYGROUND REPLACEMENT	$0.00	$0.00	$0.00	$450,000.00	$0.00	$0.00	$0.00	$0.00	$450,000.00
95025	363	DUAL MODEM MDC'S	$0.00	$0.00	$0.00	$127,528.00	$0.00	$0.00	$0.00	$0.00	$127,528.00
###	501	FIRE VEHICLE	$0.00	$0.00	$0.00	$60,000.00	$0.00	$0.00	$0.00	$0.00	$60,000.00
###	501	PUBLIC WORKS VEHICLE	$0.00	$0.00	$0.00	$150,000.00	$0.00	$0.00	$0.00	$0.00	$150,000.00
###	238	RECREATION AND COMMUNITY SERVICES VEHICLES	$0.00	$0.00	$0.00	$245,000.00	$0.00	$0.00	$0.00	$0.00	$245,000.00
###	401	PUBLIC WORKS VEHICLE (WATER)	$0.00	$0.00	$0.00	$70,000.00	$0.00	$0.00	$0.00	$0.00	$70,000.00
		Community Capital Improvement Projects Subtotal	**$4,143,823.41**	**$1,841,193.81**	**$2,052,629.60**	**$3,142,528.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$7,286,351.41**

Project	Fund	Project Description	Appropriation Amount	Year To Date Estimated Expenditures	FY 2021-2022 Carryover Balance	New Funding Request FY 2022-2023	Planned FY 2023-2024	Planned FY 2024-2025	Planned FY 2025-2026	Planned FY 2026-2027	Total Project Needs
AL ALL FUNDS											
	101	GENERAL FUND	$4,810,143.76	$282,318.36	$4,527,825.40	$0.00	$0.00	$0.00	$0.00	$0.00	$4,810,143.76
	231	PUBLIC/PARKS/LIBRARY DIF	$0.00	$0.00	$0.00	$500,000.00	$0.00	$0.00	$0.00	$0.00	$500,000.00
	238	PROP A	$750,000.00	$0.00	$750,000.00	$245,000.00	$0.00	$0.00	$0.00	$0.00	$995,000.00
	239	MEASURE R	$4,168,744.00	$330,540.00	$3,838,204.00	$0.00	$4,075,000.00	$6,000,000.00	$650,000.00	$0.00	$14,893,744.00
	242	GAS TAX	$800,000.00	$0.00	$800,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$800,000.00
	246	HIGHWAY SAFETY IMPROV PROGRAM	$1,369,700.00	$0.00	$1,369,700.00	$0.00	$0.00	$0.00	$0.00	$0.00	$1,369,700.00
	248	MEASURE W	$1,800,000.00	$600,000.00	$600,000.00	$290,000.00	$600,000.00	$0.00	$0.00	$0.00	$2,690,000.00
	363	ARPA	$1,562,127.00	$839,149.86	$472,977.14	$2,117,528.00	$0.00	$0.00	$0.00	$0.00	$3,679,655.00
	379	MTA MONTEREY PASS BIKE GRANT	$1,993,627.00	$0.00	$1,993,627.00	$0.00	$0.00	$0.00	$0.00	$0.00	$1,993,627.00
	401	WATER	$6,126,543.00	$1,899,564.84	$4,226,978.16	$6,825,380.00	$7,970,000.00	$2,132,129.00	$0.00	$0.00	$23,054,052.00
	402	WATER TREATMENT	$105,541.02	$11,090.00	$94,451.02	$0.00	$0.00	$0.00	$0.00	$0.00	$105,541.02
	403	WATER TREATMENT	$4,837,000.00	$3,165,308.02	$1,671,691.98	$0.00	$0.00	$0.00	$0.00	$0.00	$4,837,000.00
	409	WATER - DIF	$0.00	$0.00	$0.00	$499,832.00	$0.00	$0.00	$0.00	$0.00	$499,832.00
	411	SEWER	$3,639,911.00	$321,737.00	$3,318,174.00	$2,240,000.00	$2,069,453.00	$304,886.00	$0.00	$0.00	$8,254,250.00
	419	SEWER - DIF	$71,177.00	$0.00	$71,177.00	$0.00	$0.00	$0.00	$0.00	$0.00	$71,177.00
	421	REFUSE	$80,680.00	$0.00	$80,680.00	$0.00	$0.00	$0.00	$0.00	$0.00	$80,680.00
	501	SHOP	$0.00	$0.00	$0.00	$210,000.00	$0.00	$0.00	$0.00	$0.00	$0.00
	502	TECHNOLOGY	$1,393,508.16	$719,725.59	$673,782.57	$0.00	$0.00	$0.00	$0.00	$0.00	$1,393,508.16
	601	STREET BONDS	$179,232.00	$0.00	$179,232.00	$0.00	$100,768.00	$0.00	$0.00	$0.00	$280,000.00
	621	SALES TAX BONDS	$0.00	$0.00	$0.00	$12,619,655.55	$8,062,918.50	$0.00	$0.00	$0.00	$20,682,574.05
	GRANTS	GRANTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		TOTAL ALL FUNDS	**$33,687,933.94**	**$8,169,433.67**	**$24,668,500.27**	**$25,547,395.55**	**$22,878,139.50**	**$8,437,015.00**	**$650,000.00**	**$0.00**	**$90,990,483.99**

THIS PAGE INTENTIONALLY LEFT BLANK

DEBT SERVICE

Debt service obligations of the City and budgeted amounts required to meet these obligations are presented in this section. These obligations involve long-term debt, which was used to build capital facilities or to acquire equipment that the City is now using.

Sales Tax Revenue Bonds Series 2021

On October 1, 2021, the City issued Sales Tax Revenue Bonds Series 2021 to fund the rehabilitation a various City streets. This is a 30-year bond funded with Measure M, Measure R and Proposition C revenues.

Siemens Energy Efficiency Project

On September 23, 2014, the City entered into a 15-year lease purchase agreement with Siemens Public, Inc. for the purchase and installation of interior lighting retrofits, exterior lighting retrofits, HVAC equipment replacement at select sites, building automation system and water meter replacements. Funding for this lease purchase is approximately 85% water fund,401, and 15% general fund,101.

I-Bank La Loma/Highland Reservoirs

In January of 2001, the City entered into a 30-year loan agreement with the California Infrastructure and Economic Development Bank for the construction of the La Loma and Highland reservoirs. This loan is funding using the water fund, 401.

Police Mobile Radios & System

In March 2021, the City entered into a 10-year lease purchase agreement with Motorola Solutions, Inc., for the purchase of Motorola APX radios and related accessories for the Police Department. This lease purchase is funded using the general Fund, 101.

HUD Section 108

In August 2001, the US Department of Housing and Urban Development awarded a $6.5 million Section 108 loan to the City for the Market Place shopping center project. The loan has a term of 20-years from August 2003 to August 2022 and is funding with Community Development Block Grant funds, 362.

Debt Service
FY2022-2023 Preliminary Budget

Pension Obligation Bonds 2021 Series A

On February 16, 2021, the City issued Pension Obligation Bond 2021 Series A. The bond merged POB 2004 and paid off the full Unfunded Actuarial Liability through FY2020-2021. This is a 22-year bond payment and is funded with the City's retirement fund, 506.

Fire Ladder & Engine Trucks

On September 28, 2018, the City entered into a 7-year lease purchase agreement with Banc of America Capital Corp., Inc. for the purchase of two fire engines and one fire ladder truck. Funding for this lease purchase is from the internal service shop fund, 501.

Fund	Type of Debt	Description	Fiscal Year 2021-2022	Fiscal Year 2022-2023
621	Bonds	Sales Tax Revenue Bonds Series 2021 (Final date: 06/2051)	613,627	1,051,450
101	Lease Purchase	**SIEMENS Energy Efficiency Project**	127,265	134,329
401		(Final date: 06/2030)	721,163	761,199
		Sub-Total	848,428	895,199
401	Loan	**I-Bank La Loma/Highland Reservoirs** (Final date: 08/2030)	112,779	112,193
101	Lease Purchase	**Police Mobile Radios & System** (Final date: 09/2032)	307,745	307,745
362	Note	**HUD Section 108** (Final date: 08/2022)	527,175	545,603
506	Bonds	**Pension Obligation Bonds 2004**	1,137,877	1,112,819
		Pension Obligation Bonds 2021 Series A	6,199,347	6,224,602
		Merge with 2004 POBs (Final date: 06/2043)		
		Sub-Total	7,337,224	7,337,421
501	Lease Purchase	**Fire Ladder & Engine Trucks** (Final date: 09/2025)	420,258	420,258
		Total	$10,167,236	$10,669,869