CITY COUNCIL OF MONTEREY PARK
AND THE CITY COUNCIL ACTING ON BEHALF OF THE SUCCESSOR AGENCY OF THE FORMER REDEVELOPMENT AGENCY
AGENDA

SPECIAL CITY COUNCIL MEETING

Wednesday
May 26, 2021
5:00 p.m.

EXECUTIVE ORDER NO. N-29-20

These meetings will be conducted pursuant to Section 3 of Executive Order No. N-29-20 issued by Governor Newsom on March 17, 2020.

Accordingly, Councilmembers will be provided with a meeting login number and conference call number; they will not be physically present at Council Chambers.

Pursuant to the Governor's order, the public may provide public comment utilizing the methods set forth below.

Note that City Hall is currently closed to the public. You will not be admitted to City Hall.

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.

This Agenda may include items considered by the City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency which dissolved February 1, 2012. Successor Agency matters will include the notation of "SA" next to the Agenda Item Number.

PUBLIC PARTICIPATION

In accordance with Executive Order No. N-29-20 and guidance from the California Department of Public Health on gatherings, remote public participation is allowed in the following ways:

Via Email

Public comment will be accepted up to 24 hours before the meeting via email to mpclerk@montereypark.ca.gov and, when feasible, read into the record during public comment. Written communications are limited to not more than 50 words.

Via Telephone

Public comment may be submitted via telephone during the meeting, before the close of public comment, by calling **(888) 788-0099 or (877) 853-5247** and entering Zoom Meeting ID: **289 222 5995** then press pound (#). When prompted to enter participation ID number press pound (#) again. If participants would like to make a public comment they will enter "***9**" then the Clerk's office will be notified, and you will be in the rotation to make a public comment. Press "***6**" to unmute yourself when called upon to speak. Participants are encouraged to join the meeting 15 minutes before the start of the meeting. You may speak up to 5 minutes on Agenda item. Speakers will not be allowed to combine time. The Mayor and City Council may change the amount of time allowed for speakers. As part of the virtual meeting protocols, anonymous persons will not be allowed to provide public comment.

Important Disclaimer

When a participant calls in to join the meeting, their name and/or phone number will be visible to all participants. Note that all public meetings will be recorded.

CALL TO ORDER	**Mayor**
FLAG SALUTE	**Mayor**
ROLL CALL	**Peter Chan, Hans Liang, Henry Lo, Fred Sornoso, 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 2021-2022 BUDGET

It is recommended that the City Council consider:

(1) Receiving and filing the Preliminary Budget documentation for Fiscal Year 2021-2022; and

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

Consideration and possible action regarding the Fiscal Year 2021-2022 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 2021-2022 spending plan overview;
- Proposed staffing changes to reflect efficient core staffing mix;
- 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 THURSDAY, MAY 27, 2021, 5:00 P.M. IF NEEDED

City of Monterey Park
California
Preliminary Budget
2021-2022

CITY OF MONTEREY PARK

PRELIMINARY BUDGET, 2021-2022
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CITY OF MONTEREY PARK
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City Council
Peter Chan
Hans Liang
Henry Lo
Fred Sornoso
Yvonne Yiu

City Clerk
Vincent D. Chang

City Treasurer
Joseph Leon

May 26, 2021

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 2021-2022. The City's 2021-2022 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 maneuver through the economic impacts of COVID-19.

Economic Environment

Although the economy abruptly ground to a halt in the spring of 2020 with the emergence of COVID-19, it is experiencing a quicker rebound than expected. While negative economic consequences of the pandemic have been severe in some States, they do not appear to have been as catastrophic from a fiscal standpoint as initially anticipated. But the recovery has been uneven, with some industries being spared while others were significantly impacted. Like the nation and the State, the hardest hit local industries included establishments in the leisure and hospitality sector (hotels, restaurants, and bars). However, the City of Monterey Park has a diverse revenue stream that has allowed the City to weather the economic COVID-19 impacts.

According to data released by the California Employment Development Department (EDD), California's unemployment rate decreased to 8.3 percent in March 2021. This reduction is a significant drop 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 2021 decreased to 10.9 percent from the 18.2 percent rate recorded in April 2020. This lower unemployment rate is a signal that the economy is bouncing back. With job growth comes income gains that will give rise to all-important increases in consumer spending, which accounts for two-thirds of the economy. Economic growth is expected to accelerate as the second half of 2021 unfolds, and pandemic-related restrictions are lifted.

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 Holiday Inn and Suites hotel, including a residential mixed-use component currently under construction scheduled to open in 2021-2022.

New development at 2425 and 2439 South Garfield Ave. is expected to begin and be completed in 2021-2022 with the reconstruction of an existing service station and the construction of a new Starbucks drive-through. This project, when completed, will generate additional sales tax and property tax revenues for the City. Additional commercial buildings currently in the works include a 7-Eleven convenient store and gas station at 616 New Avenue and a Raising Cane's at 1970 South Atlantic Blvd.

Major projects in Downtown Monterey Park include the Monterey Park Towne Centre mixed-use development, located at the southeast corner of Garfield and Garvey. The project consists of approximately 250,000 square feet of development, including 76,000 square feet of retail, 109 apartment units, and two levels of underground parking.

Commercial real estate remains weak, with many tenants in the region opting for short-term renewals, but lease rates held steady. Landlords are understandably reluctant to drop rents but offer attractive concession packages to help retain and attract tenants. While leasing activity remains well below pre-COVID-19 levels, transaction volumes are rising, and an emerging recovery appears to be underway, according to a Coldwell Banker Richard Ellis (CBRE) report.

The uneven impact of the pandemic is most evident in the housing market. According to the California Association of Realtors, the combination of elevated demand and lean supply drove the median sales price of a California home to a record high of $718,000, 17% higher than a year earlier. Accordingly, the construction of new dwellings responded positively to favorable conditions in the housing market. The Whitmore Villas, a 63-unit condominium development in 11 buildings with attached and underground garages, will rise at the southeast corner of New Avenue and Whitmore Street. The two-story units would total 40 two-bedroom and 23 three-bedroom units. Construction is expected to occur over an approximately 21-month period commencing in winter 2021.

The 2021-2022 Preliminary Budget

The proposed City's FY 2021-2022 Operating, Debt and Capital Budget total is $115.1 million of which $47.5 million is in the General Fund. 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.

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.

A structural change to the FY 2021-2022 budget is inherited with the implementation of the City's new City's Enterprise Resource Management (ERP) system. These changes included the renumbering of funds and the restructuring of administration costs. Funds have been characterized as follows: General Funds – 100s; Special Revenue Funds 200s; Special Revenue Funds – Grants 300s; Enterprise Funds 400s; Internal Service Funds 500s, and Special Deposit Funds 800s. Further, a cost allocation plan has been setup for the use of distributing administration cost in a more practical manner and in accordance with General Accepted Accounting Principles (GAAP). Detail can be seen in the pages to follow.

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 2020-21	Est. Actual 2020-21	Estimated 2021-22
Property Tax	*$18,934*	*$19,864*	*$20,134*
Sales Tax	*6,706*	*7,795*	*8,563*
Utility User Tax	*3,100*	*2,800*	*2,800*
Transient Occupancy Tax	*1,616*	*1,011*	*1,983*
Other Taxes	*1,228*	*1,227*	*1,220*
Licenses & Permits	*2,412*	*2,004*	*2,194*
Service Charges	*6,035*	*4,416*	*6,511*
Other Revenue	*4,240*	*5,110*	*4,047*
Transfer-In		*750*	
Total	44,271	44,977	47,452

Property tax, sales tax, and the utility users' tax continue to be the largest revenue sources, representing 66 percent of the total General Fund's revenue. Each key revenue assumption for 2021-2022 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 2021 is $8.5 billion, up 5% or $394 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 2020 was $720,000. Furthermore, the largest value change came from the parcels that make up the new Market Place Shopping Center. The 6 parcels that make up the center increased in value by $28.3 million (31.3%).

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. For 2021-2022, assumptions include: sales tax trends and economic drivers for a total estimated increase of 9%.

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 remain flat due to lesser collections from the telephone category.

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 for 12 months and a 60% reduction in revenue for quarters one and two due to the current crisis. 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 are projected to remain flat.

Licenses and Permits Business license revenues are projected to remain stagnant in 2021-2022 as businesses are approved to open back up and new businesses start to emerge. The City is cautiously optimistic no further revenue will be lost 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 has dropped dramatically due to the low interest rates. Interest income is estimated to decrease by 65% in FY 2021-2022 in comparison to FY 2019-2020.

General Fund Estimated Expenditures

Below is the summary of the General Fund expenditures and transfers for FY 2021-2022.

General Fund Expenditures & Transfers		
(Amounts in 000s)	*Est. Actual 2020-2021*	*Proposed 2021-2022*
Police	*$16,514*	*$18,868*
Fire	*10,993*	*12,509*
Public Works	*3,057*	*4,198*
Library	*1,986*	*2,304*
Community/Economic Development	*1,353*	*480*
Recreation/Community Services	*1,754*	*2,262*
General Administration	*2,624*	*5,094*
Non-Departmental	*5,944*	*1,736*
Capital Improvements	*3,596*	
Total	*$47,821*	*$47,451*

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 2021-2022 is projected to be $29 million, including $3.8 million as Unassigned. The unassigned portion can be used for any purpose.

General Fund Balance
2021-2022
(Amounts in 000s)

	Estimate 2020-2021	Estimate 2021-2022
Beginning Balances	$32,509	$28,993
Revenues & Transfers	44,305	47,452
Expenditures & Transfers	44,225	47,451
*Capital Projects	3,596	2,000
Ending Balances	$28,993	$26,994

Note: Capital Project expenditures were appropriated in prior years and are anticipated to be expensed in FY 2020-2021 & FY 2021-2022.

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 2021-2022 Operating, Debt and Capital Budget expenditures for the restricted funds is $67.6 million and total projected revenues and transfers are $67.6 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 2021-2022, the projected retirement revenue is $7.7 million, and total appropriations are $11.4 million. The difference comes from various fund supplemental $3.7 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 2021-2022, total estimated revenue is $5.1 million and total budgeted expenditures are $4.8 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 2021-2022, the estimated revenue is $80,000.

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 $999,775. This revenue combines with a General Fund supplemental payment of $999,072 to fund the total district maintenance expenditure of $2 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 facilities and collection, public meeting facilities, and parks. The projected revenue is approximately $579,810, which will be used for improvements per Government Code Section 66006.

Grants Fund Revenue shared with local governments by the state or federal government has declined in years. The projected grants for 2021-2022 are $1.9 million. This includes $1.1 million from HUD Community Development Block and Home grants.

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 2021-2022.

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 2021-2022 is 5.8 million for revenue $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 2021-2022 is $2.8 million for revenue and $4.2 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 2021-2022 total $15.5 million, and proposed expenses are and capital improvements are $19.7 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 2021-2022 internal service fund charges are: workers' compensation $2.9 million, motor shop pool $2.2 million, separation benefits $1.1 million, technology $515 thousand, general liability $4.5 million and post-employment medical liability $1.0 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 2021-2022 and loan maturity years.

Debt Services for 2021-2022

Fund	Type of Debt	Description	Fiscal Year 2020-2021	Fiscal Year 2021-2022
205	Lease Purchase	**Police CAD/RMS System**	30,000	
301		(Final date: 06/2021)	10,458	
308			114,953	
302			10,457	
		Sub-Total	165,868	
101	Lease Purchase	**SIEMENS Energy Efficiency Project**	120,685	127,265
401		(Final date: 06/2030)	683,883	721,163
		Sub-Total	804,568	848,428
401	Loan	**I-Bank La Loma/Highland Reservoirs** (Final date: 08/2030)	113,054	112,779
101	Lease Purchase	**Police Mobile Radios & System** (Final date: 09/2032)		307,745
362	Note	**HUD Section 108** (Final date: 08/2022)	508,886	527,175
506	Bonds	**Pension Obligation Bonds 2004**	1,168,230	
		Pension Obligation Bonds 2021 Series A Merge with 2004 POBs (Final date: 06/2043)		7,337,225
501	Lease Purchase	**Fire Ladder & Engine Trucks** (Final date: 09/2025)	420,258	420,258
		Sub-Total	2,210,428	8,705,182
		Total	3,180,864	$9,553,610

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 2021-2022 is 372.68 full time equivalent (FTE) positions, adjusted down by 3.36 FTEs from 2020-2021. 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 2021-2022 to meet the proposed service levels.

Proposed Staffing Changes
2021-2022

Department	Position	FTE	Salay & Benefits
City Clerk	Added Full-Time Senior Clerk Typist	1.00	67,781.00
City Clerk	Deleted Part-Time Minutes Clerk	(0.75)	(32,165.00)
Management Services	Added Full-Time Accountant	1.00	91,301.00
Management Services	Deleted Two Part-Time Accountants	(1.00)	(91,301.00)
Management Services	Added Full-Time Information Technology Manager	1.00	164,241.00
HR & Risk Management	Added Full-time HR & Risk Manager	1.00	152,763.00
HR & Risk Management	Deleted Full-Time Sr. Management Analyst	(1.00)	(108,261.91)
HR & Risk Management	Added Full-Time HR Technician	1.00	84,418.00
HR & Risk Management	Deleted Part-Time Sr. Clerk & Part-Time Clerk Typist	(1.00)	(38,493.47)
Public Works	Added Full-Time Civil Engineering Associate	1.00	125,341.00
Library	Deleted Various Part-Time Positions	(5.61)	(356,398.00)
	Total FTE	(3.36)	59,225.63

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 first bond payment is scheduled for July 2021.

Pension costs including bond payment are projected to be $11.4 million for 2021-2022, which will be funded by the Retirement Fund and various other funds. Other funds supplement the pension cost for 2021-2022 at $3.7 million, $300,000 less than last year's $4 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.

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. Due to the issuance of POBs, no UAL payment rate is included in table.

	Required Contribution	Projected Future Employer Contributions (Assumes 7% Return for Fiscal Year 2021-2022)			
Plan	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
Safety	19.80%	19.50%	19.30%	19.00%	18.70%
Miscellaneous	11.14%	10.90%	10.70%	10.50%	10.30%
	30.94%	30.40%	30.00%	29.50%	29.00%

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 2021-2022, 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 2021-2022, the City is proposing a total of $5.7 million from various funds for our infrastructure and capital investments. All project information is in the Capital Improvement Program of the document.

In Closing

Even though there will be challenges ahead for our businesses and for our local community, as the City Manager, I am optimistic in our COVID-19 recovery journey. The economy continues to slowly reopen to pre-pandemic operational levels in all sectors and this is promising for a viable and fiscally responsible future. 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 2021-2022 Preliminary budget.

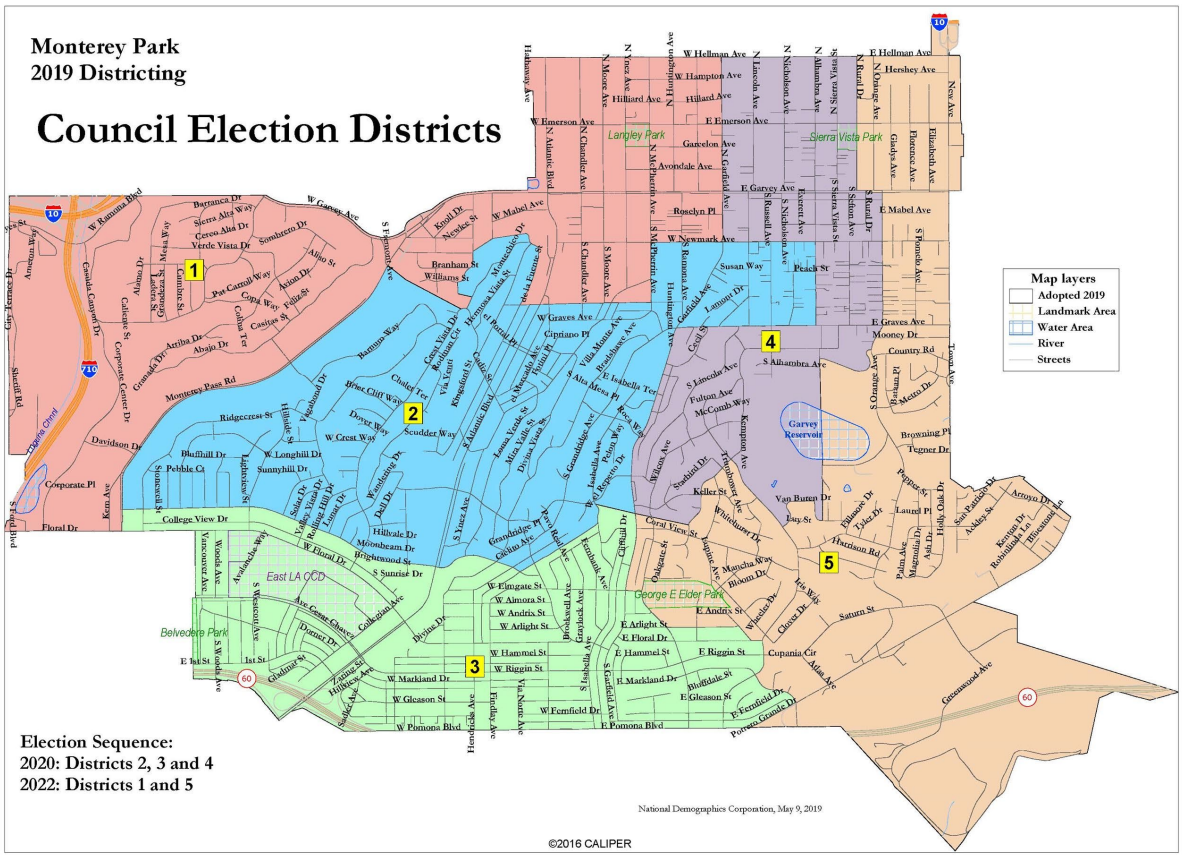
Respectfully,

Ron Bow
City Manager

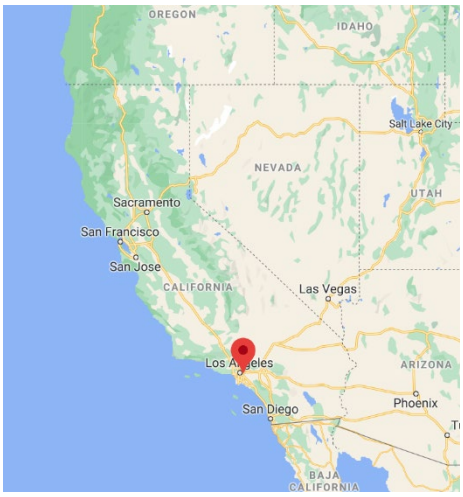
About the City of Monterey Park

Monterey Park Government

Monterey Park was incorporated in 1916 as a general law city. The City operates under the council/manager form of government. In March 2020, voters experienced district voting for the first time. Candidates for City Council must reside within Districts 2, 3 and 4. Only voters within said districts will be eligible to vote for candidates vying to represent their respective district. In 2022, voters in Districts 1 and 5 will vote under the same procedures as described. The elected positions of City Treasurer and City Clerk will remain at-large and will be voted on in March 2022. The term of office for all City elected positions will remain four-years. All voters will vote for City's ballot measures in the election it was proposed. Click on map for larger view. The City Council appoints the City Manager, who has the responsibilities of overseeing all City services and operations.



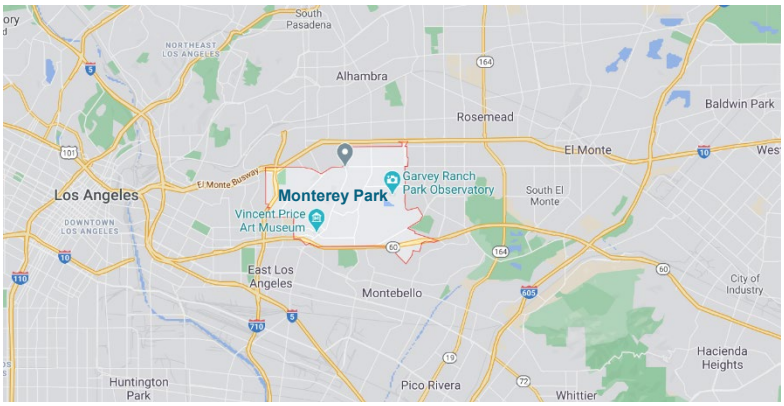
City History



The City of Monterey Park is located at the western gateway to the San Gabriel Valley, in Los Angeles County, California, just a few miles east of downtown Los Angeles. It is a vibrant and culturally mixed community of medium size population. Its municipal boundaries encompass 7.73 square miles.

The area in which the City is now located was originally inhabited by the Shoshone Indians, later renamed Gabrielino Indians by the Spaniards. Following Spanish settlement of the region during the early 1800's, the area was part of the Mission San Gabriel de Arcangel.

Some years later, Richard Garvey, a mail rider for the U.S. Army, settled in Kings Hills and began developing the nearby land. To pay for the development (and personal debts), Garvey sold off portions of his property. In 1906, the first subdivision in the area, Ramona Acres, was formed.



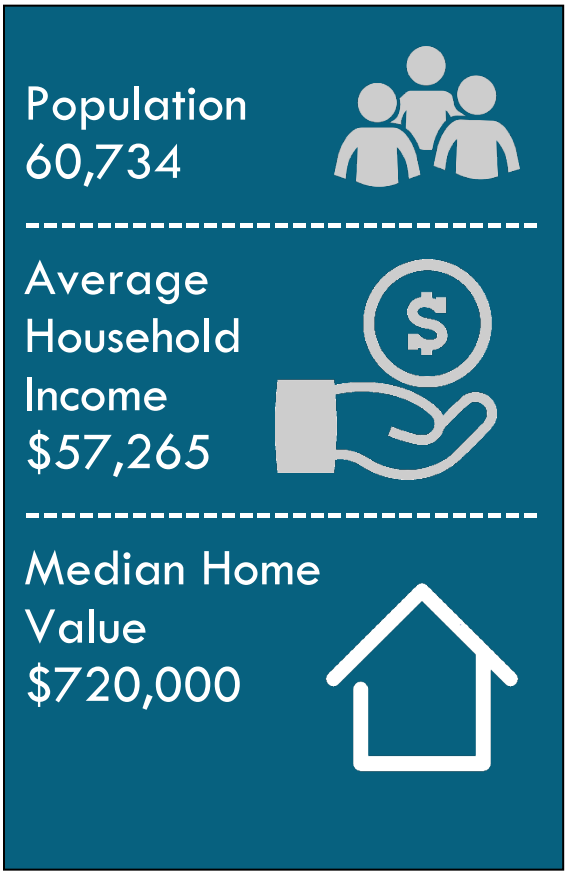
In 1916, residents of the area, initiated action to incorporate as a California city when the neighboring communities of Pasadena, South Pasadena, and Alhambra proposed the construction of a large square treatment facility in the area.

Monterey Park voted itself into cityhood on May 29, 1916, by a 455 to 33 margin. The City's first Board of Directors immediately outlawed sewage plants within City boundaries. Then they gave their new city a name taken from old government maps that described the oak-covered inclines that made up the area as Monterey Hills. This year, 2021, marks the 105th Birthday of the City of Monterey Park!

Today, the City of Monterey Park is a General Law city operating under the Council-Manager form of municipal government. The City of Monterey Park is a full-service municipal government, offering its residents police and fire and emergency medical protection, water, sewer and refuse collections, public infrastructure improvements and culture and leisure programming.

City's Economic Condition and Priority Development

Monterey Park covers an area of 7.73 square miles with a population of approximately 60,734. The City is located six miles east of Los Angeles and is primarily a residential community, with 78% of its land zoned for single and multiple family housing uses. The median home price in Monterey Park is $700,000. The net taxable property value during the FY 20-21 assessment period was $8.5 billion, representing a 4.8% increase over the previous year. Major businesses include food and drug, auto sales and service, banking, restaurants, hotels, hospitals and medical offices, printing and light manufacturing.



Housing development in the City includes mixed-use projects, residential critical maintenance, rental rehabilitation, and first-time homebuyer programs. City's own Housing Fund, Community Development Block Grant, and Home Fund monies primarily finance these activities. In most cases, public/private partnerships are formed.

The Market Place, which is located along the Pomona Freeway, is the largest commercial shopping center ever developed in the community. Some of the well-known national and regional tenants in operation include Home Depot, Costco, Chick-fil-A, In-N-Out, Buffalo Wild Wings, Mod Pizza, Ono Hawaiian BBQ, and Starbucks.

Additional commercial building currently in the works include:

- A 7-Eleven store and gas station on 616 New Avenue,
- A Starbucks and gas station on 2439 S. Garfield, and
- A Raising Cane on 1970 South Atlantic Blvd.

In April of 2021, a new 288 room Courtyard by Marriott hotel opened along the 10 FWY (San Bernardino Freeway) and is expected to generate much needed revenue for the City.

The City is also anticipating the opening of a new 134 hotel room with 84 condominium units Holiday Inn and Suites hotel in mid FY 2021-2022.

Local and Regional Transportation

- Transportation Services and Information

  Public transportation services that are available to the community of Monterey Park include a local fixed-route circulator - the Spirit Bus - and regional bus service that is provided by two operators - Los Angeles County Metro Bus and Montebello Bus Lines. Also available to the community are Metrolink commuter trains, local Dial-A-Ride service for seniors and disabled persons, and regional paratransit service for disabled persons that is provided by Access Services, Inc.

- Spirit Bus

  The Spirit Bus Service links residential neighborhoods to schools and the commercial and retail areas. The service includes 5 routes that run every 30 to 40 minutes and operates 6 days a week, Monday through Saturday.

- Regional Transportation Services

  The Metro Bus operates 6 lines in the City: 30/31 (Pico/First Street), 68 (West LA, Montebello Town Center), 70 (LA/El Monte), 170 (Cal State LA, South El Monte Station), 258 (Arizona Ave., Fremont Ave., Alhambra), and 260 (Pasadena, Artesia Blue Line Station).

- Commuter Train Service

  Commuter Train Service is provided by Metrolink. The nearest station is located less than half a mile from the city boundary, off of Campus Drive at the California State University, Los Angeles (CSULA), adjacent to the Busway Station.

- Paratransit Service - Dial A Ride and Access Services

  Paratransit service, door-to-door service, is available to senior citizens and disabled persons. Through the Langley Senior Citizen Center, the City operates a local paratransit service (within the City jurisdiction) for residents who are 55 years or older and/or disabled.

Annual Community Events

Each year Monterey Park delivers a variety of recreational and leisure time activities to promote the well-being and enjoyment of life for its residents, as well as to light the way for more understanding among residents of its community's multitude of rich cultures.

Monterey Park Birthday – The event is to celebrate the annual birthday of the City of Monterey Park. The event is held in May, featuring a home-town parade and four days of carnival rides, game booths, food, and entertainment.

Cherry Blossom Festival – It is a celebration of the sights, sounds, and tastes of Japanese culture. The two-day event in April features Taiko drumming, martial arts, contemporary Japanese music, crafts, games, and displays.

Earth Day Festival – This is a joint event with the Cherry Blossom Festival and is held at Barnes Park to celebrate with Bike Ride events, which include the Family Ride and Hill Challenge Ride.

Cinco de Mayo – This Fiesta offers an unforgettable afternoon of Mexican Culture, featuring Mariachi music, Mexican folkloric, and authentic Mexican food.

4th of July – A wide variety of food, spectacular entertainment, fireworks, games food, and music are all on tap for Monterey Park's celebration of Independence Day.

Monterey Park Beautification Days – Being held throughout the year, these events rely on community volunteers to come out to city parks and districts to improve the facility by planting flowers, cleaning up trash, and painting water fountains, trash cans, benches, tables, etc.

Geranium Festival and Artwalk – This annual event celebrating the City's flower takes place the second Saturday in October and includes entertainment, interactive booths, games and contests, ArtWalk, Dog Contest, Rock climbing wall, train ride, educational exhibits,

water balloon toss, sack races, pie eating, face painting, hula hoop contests and fun for the entire family.

Farmers' Market – Every Thursday night the Monterey Park Farmers Market features the freshest fruits and vegetables, delicious bread, and a number of hot food items, plus entertainment and surprises - a great way to start the weekend.

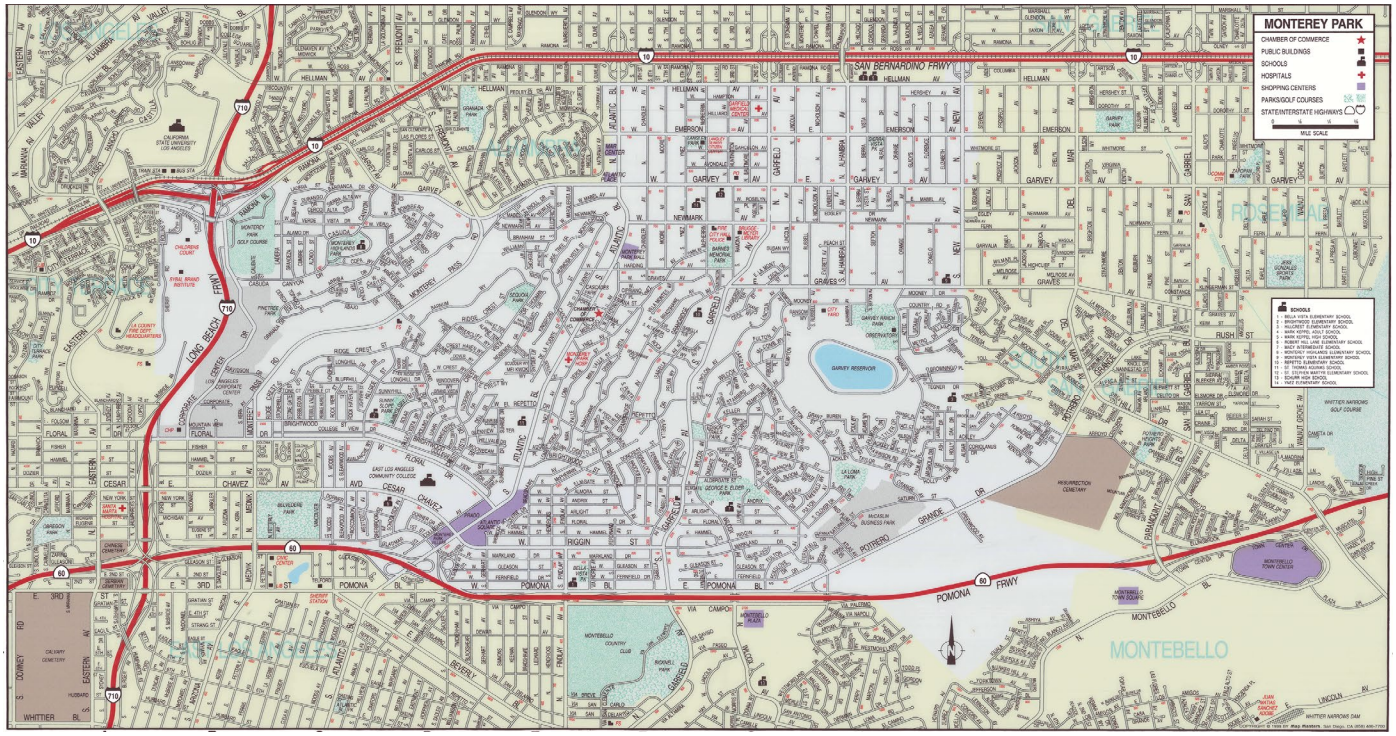
Holiday Snow Village – Held in early December, this event features over 20 tons of snow, including a play area and two snow sled rides. Bands and choirs from local schools provide entertainment to kickoff the holiday season.

Lunar New Year Festival – Each year the Business Advisory Committee hosts a Chinese New Year celebration by holding street festival along Garvey Avenue. Entertainment, vendors and community organizations are brought together for this two-day event that has attracted over 200,000 people to Monterey Park.

Summer Movie Night – Being held throughout the summer months these free events bring the community together to experience movies in various parks throughout the City.

Summer Concerts – Being held during the summer months, these free concerts bring the community together to dance and enjoy live music at the Barnes Park Amphitheater

City Map


MONTEREY PARK
CHAMBER OF COMMERCE
PUBLIC BUILDINGS
SCHOOLS
HOSPITALS
SHOPPING CENTERS
PARKS/GOLF COURSES
STATE/INTERSTATE HIGHWAYS
SAN BERNARDINO FRWY
POMONA FRWY
LONG BEACH FRWY
MONTEBELLO
GARVEY RESERVOIR

City of Monterey Park
FY2021-2022 Fund Balance Change Summary

Fund	Description	Estimated Fund Balance June 30, 2021	Revenue Budget	Available Resources	Expenditure Budget	Estimated Fund Balance June 30, 2022	Fund Balance Change
101	GENERAL FUND	29,089,228	47,338,011	76,427,239	42,168,525	34,258,714	5,169,486
102	RECREATION	(128,097)	64,250	(63,847)	91,599	(155,446)	(27,349)
105	GENERAL FUND ADMINISTRATION	0	0	0	5,143,767	(5,143,767)	(5,143,767)
112	LIBRARY PASSPORT SERVICES	(104)	50,000	49,896	47,090	2,807	2,910
	Total General Fund	**28,961,028**	**47,452,261**	**76,413,289**	**47,450,981**	**28,962,307**	**1,280**
201	PUBLIC SAFETY AUGMENTATION FUND	(72,644)	780,000	707,356	776,000	(68,644)	4,000
202	RETIREMENT FUND	167,723	11,418,368	11,586,092	11,428,637	157,454	(10,269)
203	DISASTER MANAGEMENT AREA C FUND	1,868	0	1,868	0	1,868	0
204	CIRCULATION SYSTEM DIF FUND	307,064	200,000	507,064	0	507,064	200,000
205	LAW ENFORCEMENT_FIRE DIF FUND	587,796	215,500	803,296	129,125	674,171	86,375
206	CITY HOUSING SPECIAL REVENUE FUND	2,445,393	137,342	2,582,735	60,000	2,522,735	77,342
208	LIBRARY AUTOMATION TRUST FUND	3,078	0	3,078	0	3,078	0
209	RECORDS MANAGEMENT FEE TRUST FUND	(18,701)	20,000	1,299	19,886	(18,587)	114
210	ELAC INSTRUCTIONAL SERVICE PROGRAM	123,317	60,000	183,317	43,765	139,552	16,235
211	VIDEO SERV FRANCHISE TRUST	103,663	0	103,663	0	103,663	0
212	GENERAL PLAN REVIEW TRUST	(733)	61,085	60,352	63,756	(3,405)	(2,671)
213	ECO DEVELOP INITIATIVE_EDI	622,183	0	622,183	0	622,183	0
216	CERCLA LIABILITY FUND	418,382	235,375	653,757	234,375	419,382	1,000
217	RECREATION TRUST	22,381	0	22,381	0	22,381	0
218	MAINTENANCE TRUST	155,572	149,350	304,922	150,828	154,094	(1,478)
219	BUSINESS IMPROVEMENT AREA 1	125,704	75,000	200,704	89,539	111,165	(14,539)
220	MAINTENANCE DISTRICT 93_1	42,664	999,775	1,042,439	625,956	416,483	373,819
231	PARKS_LIBRARY_PUBLIC AND AQUATICS	1,003,166	164,310	1,167,476	0	1,167,476	164,310
232	PROP A_PER PARCEL	526	0	526	7,944	(7,418)	(7,944)
235	ASPHALT_CONCRETE INCENTIVE	98,354	30,000	128,354	0	128,354	30,000
236	BIKE ROUTE FUND	0	44,489	44,489	0	44,489	44,489
237	ROAD MAINTENANCE AND REHABILITATION ACCOUNT	1,526,852	1,105,881	2,632,733	1,103,381	1,529,352	2,500
238	PROPOSITION A FUND	3,206,787	1,401,492	4,608,279	2,052,549	2,555,730	(651,057)
239	MEASURE R FUND	2,230,886	768,007	2,998,893	615,266	2,383,627	152,741
240	MEASURE M FUND	2,367,588	865,741	3,233,329	12,076	3,221,253	853,665
241	PROPOSITION C FUND	1,465,149	1,019,843	2,484,992	1,101,762	1,383,230	(81,919)
242	STATE GAS TAX FUND	751,958	1,568,579	2,320,537	1,436,720	883,817	131,859
245	MTA BIKE LANE CONSTRUCTION	3,960	0	3,960	0	3,960	0
247	AIR QUALITY IMPROVEMENT FUND	235,907	80,500	316,407	22,436	293,971	58,064
248	MEASURE W FUND	0	740,000	740,000	40,922	699,078	699,078

Fund	Description	Estimated Fund Balance June 30, 2021	Revenue Budget	Available Resources	Expenditure Budget	Estimated Fund Balance June 30, 2022	Fund Balance Change
249	SB2 FUND	0	310,000	310,000	33,976	276,024	276,024
256	PENSION LIABILITY FUND	7,842,427	0	7,842,427	0	7,842,427	0
300	DISASTER FUND	(59,272)	0	(59,272)	0	(59,272)	0
301	ASSET FOREFEITURE FUND - JUSTICE	5,967	35,000	40,967	67,622	(26,655)	(32,622)
302	ASSET FOREFEITURE FUND - TREASURY	821,628	25,000	846,628	180,050	666,578	(155,050)
303	BULLETPROOF VEST POLICE GRANT	1,604	6,845	8,449	6,845	1,604	0
304	STC STANDARDS_TRAINING_CORREC	6,600	6,600	13,200	6,600	6,600	0
305	POST	(63,108)	40,000	(23,108)	35,000	(58,108)	5,000
306	AB109 TASK FORCE GRANT	198,476	80,125	278,601	70,500	208,101	9,625
307	ASSET FOREFEITURE FUND - STATE & COUNTY	19,210	20,000	39,210	7,015	32,195	12,985
308	STATE LAW ENFORCE SVC_COPS	255,177	150,000	405,177	0	405,177	150,000
310	SELECTIVE TRAFFIC ENFORCE_6	(11,894)	20,000	8,106	0	8,106	20,000
311	URBAN AREA INITIATIVE 2015	25,028	0	25,028	0	25,028	0
312	URBAN AREA INITIATIVE 2016	7,468	0	7,468	0	7,468	0
316	URBAN AREA INITIATIVE 2017	4,117	75,000	79,117	66,794	12,323	8,206
318	STC MENTAL HEALTH TRAINING	2,970	0	2,970	0	2,970	0
319	SLECTIVE TRAFFIC ENFORCE_7	0	109,000	109,000	55,000	54,000	54,000
320	CALIFORNIA FIRE FOUNDATION	0	14,750	14,750	14,750	0	0
321	GROUND EMERGENCY MEDICAL TRANSPORTION	(2,836)	46,000	43,164	35,000	8,164	11,000
325	2018 ASSISTANCE TO FIREFIGHTER	0	23,182	23,182	23,182	0	0
326	ASSIST TO FF COVID SUPPLE	0	20,000	20,000	20,000	0	0
327	HOMELAND SECURITY GRANT_2018	0	11,700	11,700	11,700	0	0
331	URBAN AREA INITIATIVE 2019	0	42,451	42,451	42,451	0	0
351	WIOA GRANT	6,827	39,163	45,990	25,019	20,972	14,144
352	LITERACY TRUST GRANT	(1,017)	0	(1,017)	0	(1,017)	0
353	CALLIBRARY LITERACY SERVICES GRANT	(2,170)	43,477	41,307	43,477	(2,170)	(0)
354	GET FIT WHILE YOU SIT	1,392	0	1,392	0	1,392	0
361	HOME HOUSING PROGRAM	34,428	324,520	358,948	302,612	56,336	21,908
362	CDBG FUND	32	747,611	747,643	753,148	(5,505)	(5,537)
371	USED OIL RECYCLING BLOCK GRANT	30,983	7,339	38,322	7,339	30,983	0
373	BEVERAGE CONTAINER RECYCLING	91,073	15,206	106,279	15,206	91,073	0
375	AIR QUALITY INVEST PROG GRANT	65,235	0	65,235	0	65,235	0
380	MTA PROPC25 GRANT	(18,813)	0	(18,813)	0	(18,813)	0
401	WATER FUND	19,947,247	9,038,000	28,985,247	14,762,881	14,222,366	(5,724,881)
402	WATER TREATMENT WQA EPA FUND	29,692,459	6,450,000	36,142,459	3,748,329	32,394,129	2,701,671

City of Monterey Park
FY2021-2022 Fund Balance Change Summary

Fund	Description	Estimated Fund Balance June 30, 2021	Revenue Budget	Available Resources	Expenditure Budget	Estimated Fund Balance June 30, 2022	Fund Balance Change
403	WATER TREATMENT CITY FUND	(2,573,033)	0	(2,573,033)	1,323,822	(3,896,855)	(1,323,822)
404	INTEGRATED REGIONAL WATER MANAGEMENT	4,130,400	0	4,130,400	0	4,130,400	0
405	SMARTWATER GRANT	45,893	0	45,893	0	45,893	0
411	SEWER FUND	9,580,401	2,825,300	12,405,701	4,222,170	8,183,531	(1,396,870)
421	REFUSE FUND	829,416	5,830,000	6,659,416	7,033,233	(373,817)	(1,203,233)
501	CITY SHOP FUND	2,196,937	2,703,000	4,899,937	2,818,539	2,081,398	(115,539)
502	TECHNOLOGY INTERNAL SERVICE FUND	1,779,151	515,400	2,294,551	553,557	1,740,994	(38,157)
503	GENERAL LIABILITY FUND	(5,848,799)	4,530,250	(1,318,549)	4,435,317	(5,753,865)	94,933
504	WORKERS COMP FUND	(8,663,354)	2,900,000	(5,763,354)	2,475,769	(8,239,124)	424,231
505	SEPARATION BENEFITS FUND	1,578,012	1,145,000	2,723,012	1,142,000	1,581,012	3,000
507	OPEB INTERNAL SERVICE FUND	0	1,000,000	1,000,000	1,000,000	0	0
841	ATLANTIC_GARVEY SA	0	1,954,819	1,954,819	1,511,819	443,000	443,000
842	MERGED SA	0	747,081	747,081	747,394	(313)	(313)
		108,843,135	111,444,718	220,287,852	115,064,020	105,223,832	(3,619,302)

Fund	Description	Actual 2019-2020	Adopted Budget 2020-2021	Revised Budget 2020-2021	Proposed Budget 2021-2022
101	GENERAL FUND	43,468,704	44,200,998	44,156,955	47,338,011
102	RECREATION	127,368	70,500	70,500	64,250
111	CC PASSPORT SERVICES	0	27,855	27,855	0
112	LIBRARY PASSPORT SERVICES	3,445	50,000	50,000	50,000
	Total General Fund	43,599,517	44,349,353	44,305,310	47,452,261
201	PUBLIC SAFETY AUGMENTATION FUND	731,789	780,000	780,000	780,000
202	RETIREMENT FUND	11,561,630	11,508,700	11,508,700	11,418,368
204	CIRCULATION SYSTEM DIF FUND	27,766	26,000	26,000	200,000
205	LAW ENFORCEMENT_FIRE DIF FUND	27,946	167,500	167,500	215,500
206	CITY HOUSING SPECIAL REVENUE FUND	0	60,000	60,000	137,342
209	RECORDS MANAGEMENT FEE TRUST FUND	0	22,000	22,000	20,000
210	ELAC INSTRUCTIONAL SERVICE PROGRAM	82,686	60,000	60,000	60,000
212	GENERAL PLAN REVIEW TRUST	0	52,850	52,850	61,085
213	ECO DEVELOP INITIATIVE_EDI	9,698	7,000	7,000	0
216	CERCLA LIABILITY FUND	138,142	187,500	187,500	235,375
218	MAINTENANCE TRUST	121,034	90,000	90,000	149,350
219	BUSINESS IMPROVEMENT AREA 1	65,997	72,000	72,000	75,000
220	MAINTENANCE DISTRICT 93_1	987,667	999,775	999,775	999,775
231	PARKS_LIBRARY_PUBLIC AND AQUATICS	98,259	201,500	201,500	164,310
232	PROP A_PER PARCEL	48,034	190,000	190,000	0
235	ASPHALT_CONCRETE INCENTIVE	44,965	0	0	30,000
236	BIKE ROUTE FUND	0	46,904	46,904	44,489
237	ROAD MAINTENANCE AND REHABILITATION ACCO	1,163,799	1,173,536	1,173,536	1,105,881
238	PROPOSITION A FUND	1,411,166	1,496,694	1,496,694	1,401,492
239	MEASURE R FUND	783,886	830,807	830,807	768,007
240	MEASURE M FUND	878,005	924,820	924,820	865,741
241	PROPOSITION C FUND	1,023,860	1,090,965	1,090,965	1,019,843
242	STATE GAS TAX FUND	1,339,333	1,560,878	1,560,878	1,568,579
246	HIGHWAY SAFETY IMPROVE	0	1,887,340	1,887,340	0
247	AIR QUALITY IMPROVEMENT FUND	83,718	84,500	84,500	80,500
248	MEASURE W FUND	0	740,000	740,000	740,000
249	SB2 FUND	0	310,000	310,000	310,000
	Sub-Total Other Special Revenues	20,629,378	24,571,269	24,571,269	22,450,637
300	DISASTER FUND	19,387	0	0	0
301	ASSET FOREFEITURE FUND - JUSTICE	8,859	60,900	60,900	35,000
302	ASSET FOREFEITURE FUND - TREASURY	40,554	213,387	213,387	25,000
303	BULLETPROOF VEST POLICE GRANT	9,772	6,845	5,238	6,845
304	STC STANDARDS_TRAINING_CORREC	6,600	6,600	6,600	6,600
305	POST	42,026	35,000	35,000	40,000
306	AB109 TASK FORCE GRANT	0	0	0	80,125
307	ASSET FOREFEITURE FUND - STATE & COUNTY	24,784	25,500	25,500	20,000
308	STATE LAW ENFORCE SVC_COPS	160,924	130,000	130,000	150,000
309	SELECTIVE TRAFFIC ENFORCE_5	23,176	0	0	0
310	SELECTIVE TRAFFIC ENFORCE_6	40,918	23,750	23,750	20,000
312	URBAN AREA INITIATIVE 2016	66,378	0	0	0
313	URBAN AREA INITIATIVE 2017	5,000	0	0	0
316	URBAN AREA INITIATIVE 2018	125,000	66,794	66,794	75,000
317	HOMELAND SECURITY OT	20,000	0	0	0
319	SELECTIVE TRAFFIC ENFORCE 7	0	0	109,000	109,000
320	CALIFORNIA FIRE FOUNDATION	0	0	14,750	14,750
321	GROUND EMERGENCY MEDICAL TRANSPORTION	-72,632	46,000	46,000	46,000
324	EDISON FIRE SAFE COMMU	10,000	0	0	0
325	2018 ASSISTANCE TO FIREFIGHTER	0	23,182	23,182	23,182

Fund	Description	Actual 2019-2020	Adopted Budget 2020-2021	Revised Budget 2020-2021	Proposed Budget 2021-2022
326	ASSIST TO FF COVID SUPPLE	0	0	20,000	20,000
327	HOMELAND SECURITY GRANT_2018	0	0	37,652	11,700
331	URBAN AREA INITIATIVE 2019	0	0	62,451	42,451
332	TRAFFIC RECORDS IMPROVEMT	0	0	24,800	0
341	LA COUNTY CONCERT	1,100	1,100	1,100	0
351	WIOA GRANT	55,973	45,000	39,163	39,163
352	LITERACY TRUST GRANT	3,581	30,000	30,000	0
353	CALLIBRARY LITERACY SERVICES GRANT	35,564	35,000	34,438	43,477
354	GET FIT WHILE YOU SIT	8,237	0	0	0
361	HOME HOUSING PROGRAM	185,179	359,391	637,391	324,520
362	CDBG FUND	600,803	664,252	1,055,009	747,611
371	USED OIL RECYCLING BLOCK GRANT	17,168	16,695	16,695	7,339
373	BEVERAGE CONTAINER RECYCLING	16,853	15,425	15,425	15,206
375	AIR QUALITY INVEST PROG GRANT	1,013	0	0	0
377	MTA CLEAN FUEL BUS	509,740	0	0	0
	Sub-Total Grants	1,965,955	1,804,821	2,734,225	1,902,969
	Total Special Revenues Funds	22,595,333	26,376,090	27,305,494	24,353,607
401	WATER FUND	9,991,965	9,991,000	9,991,000	9,038,000
402	WATER TREATMENT WQA EPA FUND	6,623,577	4,545,000	4,545,000	6,450,000
405	WATERSMART GRANT	45,893	0	0	0
411	SEWER FUND	3,281,520	2,506,000	2,506,000	2,825,300
421	REFUSE FUND	6,748,472	5,634,000	5,634,000	5,830,000
	Total Enterprise Funds	26,691,426	22,676,000	22,676,000	24,143,300
501	CITY SHOP FUND	2,128,604	2,185,900	2,185,900	2,703,000
502	TECHNOLOGY INTERNAL SERVICE FUND	320,833	553,000	553,000	515,400
503	GENERAL LIABILITY FUND	2,873,250	3,836,700	3,836,700	4,530,250
504	WORKERS COMP FUND	2,154,555	2,868,900	2,868,900	2,900,000
505	SEPARATION BENEFITS FUND	1,303,738	1,467,400	1,467,400	1,145,000
507	OPEB INTERNAL SERVICE FUND	1,000,000	1,000,000	1,000,000	1,000,000
	Total Internal Services Funds	9,780,981	11,911,900	11,911,900	12,793,650
	Total City-Wide Revenues	102,667,257	105,313,343	106,198,704	108,742,818
841	ATLANTIC GARVEY SA	1,620,187	1,962,971	1,962,971	1,954,819
842	MERGED SA	1,590,983	852,457	852,457	747,081
	Total Successor Agency	3,211,170	2,815,428	2,815,428	2,701,900
	Total City-Wide & SA Funds	105,878,426	108,128,771	109,014,132	111,444,718

Five-Year Summary of Revenues & Transfers-In by Fund Types
FY2021-2022 Budget

	Actual 2018	Actual 2019	Actual 2020	Revised 2021	Proposed 2022
General Fund					
General Fund	41,019,669	45,070,464	43,599,517	44,305,310	47,452,261
Special Revenue					
Retirement	9,057,465	9,982,234	11,561,630	11,508,700	11,418,368
Gas Taxes	1,324,643	1,227,331	1,339,333	1,607,782	1,568,579
Proposition A	1,373,473	1,471,393	1,411,166	1,496,694	1,401,492
Proposition C	960,049	1,045,748	1,023,860	1,090,965	1,019,843
RMRA SB1	356,205	1,311,241	1,163,799	1,173,536	1,105,881
Maintenance District	980,356	996,506	987,667	999,775	999,775
Other Funds	4,919,520	4,835,441	3,166,706	6,719,317	4,956,700
Grants	5,035,975	3,996,601	1,941,171	2,708,725	1,882,969
Enterprise					
Refuse	6,760,312	6,696,196	6,748,472	5,634,000	5,830,000
Sewer	3,164,108	3,679,238	3,281,520	2,506,000	2,825,300
Water	15,600,391	18,362,515	16,661,435	14,536,000	15,488,000
Internal Service					
Auto Shop	1,905,973	1,996,930	2,128,604	2,185,900	2,703,000
General Liability	2,213,100	2,476,520	2,873,250	3,836,700	4,530,250
Other Post Employment Benefit	950,000	950,000	1,000,000	1,000,000	1,000,000
Seperation Benefits	1,332,454	1,372,423	1,303,738	1,467,400	1,145,000
Technology & Communication	189,582	287,259	320,833	553,000	515,400
Workers' Compensation	2,221,180	1,968,558	2,154,555	2,868,900	2,900,000
Successor Agency					
Successor Agency	2,398,144	2,884,189	3,211,170	2,815,428	2,701,900
Total	**101,762,599**	**110,610,787**	**105,878,426**	**109,014,132**	**111,444,718**

Five-Year Summary of Expenditures & Transfers-In by Fund Types
FY2021-2022 Budget

	Actual 2018	Actual 2019	Actual 2020	Revised 2021	Proposed 2022	$ Change over 2021
General Administration						
City Council / Regional Associatons	165,844	189,388	187,854	215,240	223,929	8,689
City Manager	440,777	402,033	356,458	692,884	678,245	(14,639)
City Treasurer	18,927	19,821	20,968	23,469	33,207	9,738
City Attorney	507,381	558,990	700,855	630,200	649,100	18,900
City Clerk	387,282	445,009	415,162	679,465	478,154	(201,311)
Management Services	2,408,221	2,608,107	3,732,284	4,181,202	4,556,886	375,684
HR & Risk Management	1,233,953	1,273,856	1,417,723	1,292,691	1,177,838	(114,853)
General Administration	**5,162,385**	**5,497,204**	**6,831,303**	**7,715,151**	**7,797,359**	**260,831**
Public Safety						
Fire	12,730,827	14,631,696	14,548,174	14,549,592	14,089,526	(460,066)
Police	19,143,496	20,421,929	20,764,693	22,385,288	21,439,982	(945,306)
Public Safety	**31,874,323**	**35,053,625**	**35,312,868**	**36,934,880**	**35,529,508**	**(1,405,372)**
Community Services & Improvements						
Library	2,957,574	2,437,903	2,560,985	2,682,593	2,509,118	(173,475)
Recreation & Communtiy Services	3,175,135	3,498,964	3,315,824	2,959,817	3,173,594	213,777
Community & Economic Development	2,974,546	4,769,163	2,273,861	2,630,433	2,717,147	86,714
Community Services & Improvements	9,107,255	10,706,030	8,150,670	8,272,843	8,399,859	**300,492**
City Infrastructure						
Public Works	23,452,938	28,109,328	29,117,661	32,652,297	36,660,774	4,008,477
Capital Improvement Projects	5,494,509	2,271,417	4,139,648	3,518,872	5,741,707	2,222,835
City Infrastructure	**28,947,447**	**30,380,745**	**33,257,309**	**36,171,169**	**42,402,481**	**6,231,312**
Non-Department/Internal Services						
Worker's Compensation	4,027,940	3,528,722	3,802,412	2,211,000	2,281,000	70,000
General Liability	3,654,434	3,307,685	4,497,287	3,565,000	4,467,275	902,275
Post-Employement Activity	8,755,907	8,648,039	11,222,005	11,551,230	11,927,325	376,095
	16,438,281	15,484,446	19,521,704	17,327,230	18,675,600	1,348,370
Successor Agency	4,979,436	4,996,046	5,313,913	2,265,468	2,259,213	(6,255)
Total	**96,509,127**	**102,118,096**	**108,387,767**	**108,686,741**	**115,064,020**	**6,729,378**

General Fund Five Year Projection
FY 2021-2022 Budget

	5-Year Long-Term Projection						
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	Notes
Beginning Fund Balance							
Prepaid	$75,778	$78,802	$78,802	$78,802	$78,802	78,802	
Committed - Catastrophic	2,340,000	2,340,000	4,340,000	4,840,000	5,340,000	5,840,000	(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	$20,147,039	$19,365,589	$15,769,469	$13,769,469	$13,769,469	$13,769,469	(2)
Unassigned	5,105,667	5,838,129	3,838,129	3,339,409	3,180,248	2,935,533	
Total Beginning Fund Balance	32,555,411	32,509,447	28,993,293	26,994,573	27,411,904	27,752,743	
Recurring Revenues:							
Property Taxes	19,674,189	19,864,153	20,133,826	20,737,841	21,359,976	22,000,775	(3)
Sales Tax	6,923,739	7,794,537	8,563,084	8,862,792	9,172,990	9,494,044	(4)
Utility User Tax	2,846,105	2,800,000	2,800,000	2,828,000	2,856,280	2,884,843	(5)
Transient Occupancy Tax	847,272	1,010,786	1,982,568	2,589,653	2,719,136	2,855,092	(6)
Other Taxes	1,203,184	1,227,500	1,220,000	1,232,200	1,244,522	1,256,967	(3)
Licenses & Permits	1,837,426	2,004,229	2,194,060	2,237,941	2,282,700	2,328,354	(7)
Charges for Services	5,908,389	4,494,155	6,511,388	6,706,730	6,907,932	7,115,169	(3)
Other Revenue	4,142,132	5,109,950	4,047,335	4,168,755	4,293,818	4,422,632	(3)
Transfers-In	213,650						
Total Revenues	43,596,086	44,305,310	47,452,261	49,363,912	50,837,353	52,357,878	
Expenditures:							
Salaries & Benefits	30,389,773	28,926,419	31,333,255	32,429,919	33,564,966	34,739,740	(8)
Services	4,472,247	5,782,260	5,872,892	5,990,350	6,110,157	6,232,360	(9)
Commodities	1,022,320	1,281,414	1,265,100	1,290,402	1,316,210	1,342,534	(9)
Internal Service Chgs	3,003,254	4,271,765	4,982,224	5,231,335	5,492,902	5,767,547	(10)
Capital Purchase	0	0	0	0	0	0	
GF Suppl to Pension	3,233,498	3,075,800	2,764,400	2,764,400	2,764,400	2,764,400	
OPEB - Prepay	1,000,000	767,000	798,100	798,100	798,100	798,100	
UAL - Prepay	406,400	0	0	0	0	0	
Debt Service - Motorola	0	0	307,745	307,745 #	307,745	307,745	
Debt Service - Siemens	114,558	120,686	127,265	134,329	142,033	150,167	
Total Expenditures	43,642,050	44,225,344	47,450,981	48,946,580	50,496,513	52,102,593	
Surplus/(Deficit)	(45,964)	79,966	1,280	417,331	340,839	255,284	
Capital - CarryOver Expended		(3,596,120)	(2,000,000)				
Ending Fund Balance	32,509,447	28,993,293	26,994,573	27,411,904	27,752,743	28,008,028	

(1) City recommendation to increase Committed-Catastrophic by $500K each Fiscal Year to reach $5.8 million by end of 2024-2025

(2) Assigned funds are approprated for capital purchases including building a new fire station and updating City Hall Department areas.

(3) 3% increase caluculated using historical trends and current economy

(4) 3.5% increase caluculated using historical trends and current economy

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

(6) Projection includes the opening of the Marriott April 2021 and the opening of the Holiday Inn & Suites FY2022-23

(7) 2% increase caluculated using historical trends and current economy

(8) Salary and benefits are projected to increase 3.5%

(9) 2% Services and Commoditites increase

(10) 5% Increase in General Liability & Worker's Compensation Costs

	FY 2019-2020		FY 2020-2021		FY 2021-2022	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
CITY COUNCIL - 1100						
Mayor	1	-	1	-	1	-
Mayor Pro Tem	1	-	1	-	1	-
Council Members	3	-	3	-	3	-
CITY COUNCIL TOTAL	5	-	5	-	5	-
CITY MANAGER - 1200						
City Manager	1	-	1		1	-
Assistant City Manager	1	-	1		1	-
Director of Management Services	0.20	-	0.20	-	0.20	-
Economic Development Manager	1	-	1		1	-
Economic Development Specialist	1	-	1		1	-
Secretary to the City Manager	1	-	1		1	-
Senior Clerk Typist	1	-	1		1	-
CITY MANAGER TOTAL	6.20	-	6.20	-	6.20	-
CITY CLERK - 1300						
City Clerk - Elected Official	1	-	1	-	1	-
Deputy City Clerk	1	-	1	-	1	-
Assistant Deputy City Clerk	1	-	1	-	1	-
Senior Clerk Typist	-	-	-	-	1	-
Clerk Typist	-	0.50	-	0.50	-	0.50
Minutes Clerk	-	0.75	-	0.75	-	-
CITY CLERK TOTAL	3	1.25	3	1.25	4	0.50
MANAGEMENT SERVICES - 1400						
Director of Management Services	1	-	1	-	1	-
Account Clerk	2	0.45	1	0.95	1	0.95
Accountant	1	-	1	1.00	2	-
Admin Intern	-	-	-	0.50	-	0.50
Admin Secretary	-	-	1		1	
Financial Services Manager	1	-	1	-	1	-
Information System Specialist	1	-	1	-	1	-
Information Technology Services Manager	-		-		1	
Payroll Technician	1	-	1	-	1	-
Senior Account Clerk	6	-	6	-	6	-
Senior Accountant	1	-	0.50	-	0.50	-

	FY 2019-2020		FY 2020-2021		FY 2021-2022	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Support Services Manager	1	-	1	-	1	-
Support Services Supervisor	1	-	1	-	1	-
MANAGEMENT SERVICES TOTAL	**16**	**0.45**	**15.50**	**2.45**	**17.50**	**1.45**
CITY TREASURER - 1500						
City Treasurer - Elected Official	1	-	1	-	1	-
CITY TREASURER TOTAL	**1**	**-**	**1**	**-**	**1**	**-**
HUMAN RESOURCES AND RISK MANAGEMENT - 1800						
Director of Human Resources/Risk Management	1	-	1	-	1	-
Human Resources Analyst	1	-	1	-	1	-
Human Resources Assistant	1	-	1	-	1	-
Human Resources Technician	1	-	1	-	2	-
Senior Management Analyst	1	-	1	-	-	-
Human Resources/Risk Manager	-	-	-	-	1	-
Senior Clerk Typist	-	0.50	-	0.50	-	-
Clerk Typist	-	0.50	-	0.50	-	-
HR AND RISK MANAGEMENT TOTAL	**5**	**1**	**5**	**1**	**6**	**-**
POLICE - 3100						
Police Chief	1	-	1	-	1	-
Animal Services Officer	1	1	1	1	1	1
Community Services Officer	2	3.35	2	3.35	2	3.35
Crime Analyst	-	0.50	-	0.50		0.50
Crossing Guard	-	4.37		4.37		4.37
Dispatcher	9	0.24	9	0.24	9	0.24
Evidence Officer	1	0.80	1	0.80	1	0.80
Jailer	5	0.50	5	0.50	5	0.50
Management Analyst	1	-	1	-	1	-
Outreach and Housing Navigation Coordinator	-	-	1	-	1	-
Police Administrative Assistant	1	-	1	-	1	-
Police Cadet	-	2	-	2	-	2
Police Captain	2	-	2	-	2	-
Police Clerk	11	-	11	-	11	-
Police Corporal	14	-	14	-	14	-
Police Lieutenant	6	-	7	-	7	-
Police Officer	43	-	43	-	43	-
Police Records Cadet	-	0.50		0.50		0.50
Police Records Clerk	-	1		1		1

	FY 2019-2020		FY 2020-2021		FY 2021-2022	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Police Records Management System Technician	1	-	1	-	1	-
Police Sergeant	9	-	9	-	9	-
Secretary	1	-	1	-	1	-
POLICE TOTAL	**108**	**14.26**	**110**	**14.26**	**110**	**14.26**
FIRE - 3200						
Fire Chief	1	-	1	-	1	-
Code Enforcement Officer	4	-	4	-	4	-
Division Chief	3	-	3	-	3	-
Fire Apprentice	-	0.50	-	0.50	-	0.50
Fire Captain	12	-	12	-	12	-
Fire Clerk Typist	-	1	-	1	-	1
Fire Engineer	12	-	12	-	12	-
Fire Fighter	11	-	11	-	11	-
Fire Fighter/Paramedic	13	-	13	-	13	-
Fire Intern	-	0.50	-	0.50	-	-
Fire Marshal	1	-	1	-	1	-
Fire Prevention Permit Technician I	1	-	1	-	1	-
Fire Safety Specialist	1	-	1	-	1	0.50
Principal Management Analyst	1	-	1	-	1	-
PT EMS	-	1.80	-	1.80	-	1.80
Senior Account Clerk	1	-	1	-	1	-
Senior Clerk Typist	1	-	1	-	1	-
FIRE TOTAL	**62**	**3.80**	**62**	**3.80**	**62**	**3.80**
PUBLIC WORKS - 4200						
Director of Public Works	1	-	1	-	1	-
Assistant City Engineer	1	-	1	-	1	-
Assistant Planner	1	-	1	-	1	-
Administrative Intern	-	-	-	0.24	-	0.24
Administrative Secretary	1	-	1	-	1	-
Auto Shop Technician	1	-	1	-	1	-
Building Inspector	2	-	2	-	2	-
Building official	1	-	1	-	1	-
Building Trades Technician	1	-	1	-	1	-
Civil Engineering Associate	2	-	2	-	3	-
Civil Engineering Assistant	1	-	1	-	1	-
Civil Engineering Technician	2	-	2	-	2	-
Clerk Typist	-	0.19	-	-	-	-
Consumer Services Representative	2	-	2	-	2	-
Crew Leader	3	-	3	-	3	-

	FY 2019-2020		FY 2020-2021		FY 2021-2022	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Cross Connection Control Inspector	2	-	2	-	2	-
Electrician	1	-	1	-	1	-
Engineering Aide	-	-	-	0.96	-	0.96
Equipment Mechanic	2	-	2	-	2	-
Equipment Service Specialist						0.50
Facilities Maintenance Supervisor	1	-	1	-	1	-
Lead Equipment Mechanic	1	-	1	-	1	-
Maintenance Worker	9	7.30	9	7.96	9	6.96
Management Analyst	-	-	1	-	1	-
Park Maintenance Crew Leader	2	-	2	-	2	-
Park Maintenance Worker	3	-	3	-	3	-
Park Superintendent	1	-	-	-	-	-
Park Supervisor	1	-	1	-	1	-
Permit Technician I	1	-	1	-	1	-
Permit Technician II	1	-	1	-	1	-
Plan Checker	1	-	1	-	1	-
Planning Intern	-	-	-	0.96	-	0.96
Planning Manager	-	-	1	-	1	-
Principal Management Analyst	2	-	2	-	2	-
Public Works Maintenance Manager	1	-	1	-	1	-
Public Works Maintenance Supervisor	1	-	1	-	1	-
Senior Clerk Typist	1	-	1	-	1	-
Senior Maintenance Worker	4	-	4	-	4	-
Senior Planner	1	-	-	-	-	-
Senior Water Production System Operator	1	-	1	-	1	-
Water Distribution Crew Supervisor	1	-	1	-	1	-
Water Distribution Lead Worker	2	-	2	-	2	-
Water Operation Supervisor	1	-	1	-	1	-
Water Production Supervisor	1	-	1	-	1	-
Water Production System Operator	4	-	4	-	4	-
Water Utility Maintenance Worker	5	-	5	-	5	1.00
Water Utility Manager	1	-	1	-	1	-
Accountant	-	0.50	-	1.00	-	-
Sr. Accountant	-	-	-	-	-	0.50
PUBLIC WORKS TOTAL	**71.00**	**7.99**	**71.00**	**11.12**	**72.00**	**11.12**
MONTEREY PARK BRUGGEMEYER LIBRARY - 6000						
City Librarian	1	-	1	-	1	-
Adult Literacy Coordinator	1	-	1	-	1	-
Janitor	-	1.60	-	1.70	-	
Librarian	3	-	3	-	3	-
Librarian	-	0.52	-	0.52	-	
Library Circulation Serv Supervisor	1	-	1	-	1	-
Library Clerk	5	-	5	-	5	-
Library Clerk	-	2.62	-	2.82	-	0.38

	FY 2019-2020		FY 2020-2021		FY 2021-2022	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Library Page	-	1.95	-	1.95	-	1.00
Library Technician	2	-	2	-	2	-
Secretary	1	-	1	-	1	-
Senior Librarian	3	-	3	-	3	-
Senior Library Clerk	1	-	1	-	1	-
LIBRARY TOTAL	**18.00**	**6.69**	**18.00**	**6.99**	**18.00**	**1.38**

RECREATION / COMMUNITY SERVICES - 6500

Director of Recreation/Community Services	1	-	1	-	1	-
Administrative Secretary	1	-	1	-	1	-
Assistant Pool Manager	-	0.40	-	0.40	-	0.40
Bus/Child Care Driver	3	-	3	-	3	-
Bus/Child Care Driver	-	2.00	-	2.00	-	2.00
Cashier	-	0.30	-	0.30	-	0.00
Child Care Coordinator	1	-	1	-	1	-
Child Care Teacher	-	3.40	-	3.40	-	3.40
Clerk Typist	-	0.50	-	0.50	-	0.50
Community Communications Coordinator	1	-	1	-	1	-
Dial-A-Ride Dispatcher	1	-	1	-	1	-
Janitor	1	-	1	-	1	-
Junior Lifeguard	-	0.24	-	0.24	-	0.00
Lifeguard	-	0.48	-	0.48	-	1.36
Locker Room Attendant	-	0.34	-	0.34	-	0.00
Pool Maintenance Worker	1	-	1	-	1	-
Pool Manager	-	3.54	-	3.54	-	3.54
Program Coordinator	2	-	2	-	2	-
Recreation Leader	-	8.21	-	8.04	-	8.04
Recreation Manager	1	-	1	-	1	-
Recreation Supervisor	2	-	2	-	2	-
Senior Clerk Typist	1	-	1	-	1	-
Senior Lifeguard	-	0.67	-	0.67	-	0.67
Senior Recreation Leader	-	-	-	2.00	-	2.00
Community Media Specialist	-	0.26	-	0.26	-	0.26
RECREATION / COMM. SERVICES TOTAL	**16.00**	**20.34**	**16.00**	**22.17**	**16.00**	**22.17**

CITYWIDE TOTAL	**311**	**55.78**	**313**	**63.04**	**318**	**54.68**

City Council Department
FY 2021-2022 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 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary
City Council	1101	$117,263	$134,240	$134,240	$142,929
Regional Associations	1110	$70,591	$81,000	$81,000	$81,000
Total Expenditures		**$187,854**	**$215,240**	**$215,240**	**$223,929**
Authorized Full-Time Equivalent Positions		**5.00**	**5.00**	**5.00**	**5.00**

City Council Department
FY 2021-2022 Preliminary Budget

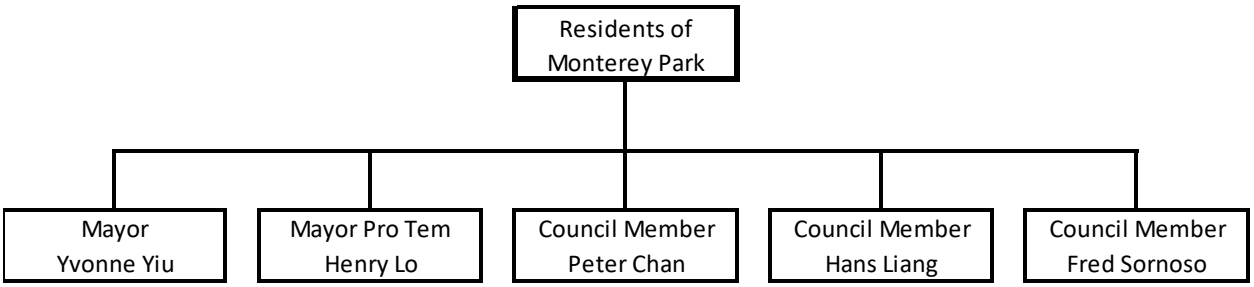
Significant Changes

Beginning in FY 2021-2022, administration costs will be treated as indirect costs. Indirect costs represent the expenses of doing business that are not readily identified with a particular grant, contract, project function or activity, but are necessary for the general operation of the organization and the conduct of activities it performs. The purpose of administration is to ensure the efficient performance of all the departments in an organization and costs are not readily identified to a particular funding source. Therefore, cost allocation plans or indirect cost rates are used to distribute those costs to benefiting revenue sources.

Department Personnel Summary

	FY 2019-2020 Full Time	FY 2019-2020 Part Time	FY 2020-2021 Full Time	FY 2020-2021 Part Time	FY 2021-2022 Full Time	FY 2021-2022 Part Time
CITY COUNCIL - 1100						
Mayor	1	-	1	-	1	-
Mayor Pro Tem	1	-	1	-	1	-
Council Members	3	-	3	-	3	-
CITY COUNCIL TOTAL	5	-	5	-	5	-

Department Organizational Chart



City Council Department
FY 2021-2022 Preliminary Budget

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund - Administration	$0	$0	$0	$219,041
General Fund	$121,196	$118,287	$118,287	$0
Special Revenue	$15,586	$35,403	$35,403	$0
Enterprise	$42,941	$54,609	$54,609	$0
Internal Service	$8,131	$6,941	$6,941	$4,888
Total	**$187,854**	**$215,240**	**$215,240**	**$223,929**

Program: City Council

Program No.: 1101

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$82,001	$86,415	$86,415	$72,729
Services	$27,775	$40,220	$40,220	$44,500
Commodities	$7,487	$7,605	$7,605	$6,500
Internal Services	$0	$0	$0	$19,200
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$117,263**	**$134,240**	**$134,240**	**$142,929**
Authorized Full-Time Equivalent Positions	**5.00**	**5.00**	**5.00**	**5.00**

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, District 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 to 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.

2021-2022 Goals and Objectives

- Continue to prioritize and work to achieve goals and objectives listed in the City's 2020 Strategic Plan.
- Analyze the feasibility of issuing bonds to fund street improvement projects prioritized in the City's pavement management program.

2020-2021 Major Accomplishments

- Coordination and implementation of Strategic Plan establishing goals and objectives.
    - Developed and adopted a Homelessness Plan for the City of Monterey Park (March 2021-December 2023).
    - Adopted and implemented a Code of Conduct and Healthy Workplace Environment policy for Elected Officials, Commissioners, Board Members, and staff.
    - Issuance of 2021 Bonds for pension obligations to reduce/control costs to minimize interruptions to essential City services and preserve City's reserves.

City Council Department
FY 2021-2022 Preliminary Budget

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund - Administration	$0	$0	$0	$138,041
General Fund	$76,389	$90,287	$90,287	$0
Special Revenue	$8,803	$8,403	$8,403	$0
Enterprise	$23,941	$28,609	$28,609	$0
Internal Service	$8,131	$6,941	$6,941	$4,888
Total	**$117,263**	**$134,240**	**$134,240**	**$142,929**

Program: Regional Associations

Program No.: 1110

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$0	$0	$0	$0
Services	$70,591	$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	**$70,591**	**$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	$ 6,000
League of California Cities	22,825
League of California Cities – Los Angeles County Division	2,500
Southern California Association of Governments	6,200
San Gabriel Valley Council of Governments	27,000
California Contract Cities Association	5,100
San Gabriel Valley Economic Partnership	7,875
International Council of Shopping Centers	3,500
	$81,000

City Council Department
FY 2021-2022 Preliminary Budget

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund - Administration	$0	$0	$0	$81,000
General Fund	$44,807	$28,000	$28,000	$0
Special Revenue	$6,783	$27,000	$27,000	$0
Enterprise	$19,000	$26,000	$26,000	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$70,591**	**$81,000**	**$81,000**	**$81,000**

City Manager Department

FY 2021-2022 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, 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 2021-2022 Preliminary Budget

Department Budget Summary

Expenditures by Program					
Program Name	Program No.	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary
City Manager	1201	$356,458	$692,884	$692,884	$678,245
SA For Former RDA	1203	$5,313,913	$2,265,468	$2,265,468	$2,259,213
Economic Development	1205	$315,372	$490,725	$490,725	$506,170
Business Improvement Area No	1111	$83,568	$89,539	$89,539	$89,539
Total Expenditures		**$6,069,310**	**$3,538,616**	**$3,538,616**	**$3,533,166**
Authorized Full-Time Equivalent Positions		**6.35**	**6.20**	**6.20**	**6.20**

Significant Changes

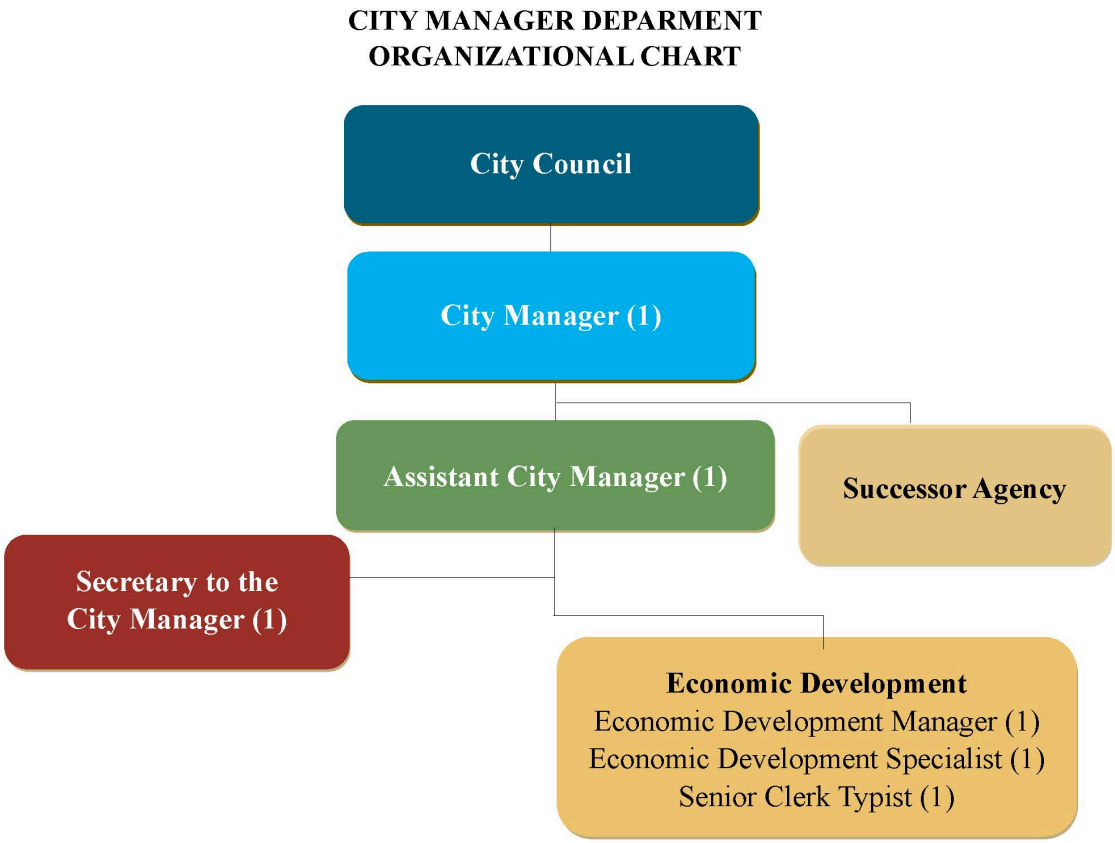
Beginning in FY 2021-2022, administration costs will be treated as indirect costs. Indirect costs represent the expenses of doing business that are not readily identified with a particular grant, contract, project function or activity, but are necessary for the general operation of the organization and the conduct of activities it performs. The purpose of administration is to ensure the efficient performance of all the departments in an organization and costs are not readily identified to a particular funding source. Therefore, cost allocation plans or indirect cost rates are used to distribute those costs to benefiting revenue sources.

Department Personnel Summary

	FY 2019-2020 Full Time	FY 2019-2020 Part Time	FY 2020-2021 Full Time	FY 2020-2021 Part Time	FY 2021-2022 Full Time	FY 2021-2022 Part Time
CITY MANAGER - 1200						
City Manager	1	-	1		1	-
Assistant City Manager	1	-	1		1	-
Director of Management Services	0.20	-	0.20	-	0.20	-
Economic Development Manager	1	-	1		1	-
Economic Development Specialist	1	-	1		1	-
Secretary to the City Manager	1	-	1		1	-
Senior Clerk Typist	1	-	1		1	-
CITY MANAGER TOTAL	6.20	-	6.20	-	6.20	-

City Manager Department
FY 2021-2022 Preliminary Budget

Department Organizational Chart



Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund - Administration	$0	$0	$0	$636,425
General Fund	$383,530	$712,216	$712,216	$479,611
Special Revenue	$90,235	$96,960	$96,960	$89,539
Enterprise	$159,380	$289,527	$289,527	$0
Internal Service	$122,253	$174,445	$174,445	$68,380
Successor Agency	$5,313,913	$2,265,468	$2,265,468	$2,259,213
Total	**$6,069,310**	**$3,538,616**	**$3,538,616**	**$3,533,166**

Program: City Manager

Program No.: 1201

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$328,359	$627,866	$627,866	$490,155
Services	$12,354	$49,318	$49,318	$51,400
Commodities	$2,307	$3,000	$3,000	$3,200
Internal Services	$13,437	$12,700	$12,700	$133,490
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$356,458**	**$692,884**	**$692,884**	**$678,245**
Authorized Full-Time Equivalent Positions	**2.80**	**2.69**	**2.69**	**2.80**

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.

2021-2022 Goals and Objectives

- Identify new revenue opportunities such as a sales tax ballot measure to increase the organizations reserves and City services.

- Conduct a community needs assessment to help guide future strategic planning.

- Implement a communication and marketing strategic plan to continue to improve aesthetics of materials and enhance communication efforts.

2020-2021 Major Accomplishments

- Developed, adopted, and implemented social media policy to improve communication with the public.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund - Administration	$0	$0	$0	$636,425
General Fund	$141,170	$311,819	$311,819	$0
Special Revenue	$6,667	$7,421	$7,421	$0
Enterprise	$159,380	$289,527	$289,527	$0
Internal Service	$49,241	$84,117	$84,117	$41,820
Total Expenditures	**$356,458**	**$692,884**	**$692,884**	**$678,245**

Program: Successor Agency For The Former RDA

Program No.: 1203

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$117,586	$129,932	$129,932	$112,911
Services	$46,213	$59,224	$59,224	$59,224
Commodities	$3,531	$4,200	$4,200	$4,200
Internal Services	$1,100	$1,400	$1,400	$17,290
Capital Outlay	$0	$0	$0	$0
Debt Service	$5,145,482	$2,070,712	$2,070,712	$2,065,588
Total Expenditures	**$5,313,913**	**$2,265,468**	**$2,265,468**	**$2,259,213**
Authorized Full-Time Equivalent Positions	**0.50**	**0.50**	**0.50**	**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 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Successor Agency	$5,313,913	$2,265,468	$2,265,468	$2,259,213
Total Expenditures	**$5,313,913**	**$2,265,468**	**$2,265,468**	**$2,259,213**

Program: Economic Development

Program No.: 1205

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$294,242	$388,921	$388,921	$327,740
Services	$13,719	$63,104	$63,104	$64,200
Commodities	$7,412	$38,700	$38,700	$38,700
Internal Services	$0	$0	$0	$75,530
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$315,372**	**$490,725**	**$490,725**	**$506,170**
Authorized Full-Time Equivalent Positions	**3.05**	**3.01**	**3.01**	**3.00**

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.

2021-2022 Goals and Objectives

- Create a new economic development strategy that is focused on mitigating the impact of COVID-19 on the local economy, so that businesses can once again thrive and provide employment and vibrancy to our local communities and expand the City's tax base.

- Work with business owners to establish a business recovery task force to bring the local economy back on track, to attract small to medium-size businesses that meet our available vacancies, and to attract investments as quickly as possible.

- Identify the assets, projects, and programs that offer the best opportunities for rebuilding and growth and develop strategies to support them.

2020-2021 Major Accomplishments

- Provided pandemic relief efforts to local businesses such as access to small business grants and other funding sources, free business technical assistance, business development workshops, subsidies for restaurant delivery cost using third party delivery companies, innovative digital shop-local program, and expedited outdoor dining & retail permits with all fees waived to support local restaurants, retail, and personal service establishments.

- Focused on the attraction of quality and successful businesses, retention of the existing businesses and prevention of sales tax loss due to the pandemic and leakage to neighboring cities.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund - Administration	$0	$0	$0	$0
General Fund	$242,361	$400,397	$400,397	$479,611
Special Revenue	$0	$0	$0	$0
Enterprise	$0	$0	$0	$0
Internal Service	$73,012	$90,328	$90,328	$26,559
Total Expenditures	**$315,372**	**$490,725**	**$490,725**	**$506,170**

Program: Business Improvement Area No. 1

Program No.: 1111

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$0	$0	$0	$0
Services	$83,568	$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	**$83,568**	**$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.

2021-2022 Goals and Objectives

The goals for 2021-2022 reflect the City Council's approval of the BID's Annual Report and programs and goals set forth in that document:

- Maintain the assessment fees to cover the annual program cost.
- Continue providing janitorial services.
- Purchase new banners and holiday decorations for the Business Improvement District area.

2020-2021 Major Accomplishments

- Continued Christmas decorations on Garvey Avenue within the Monterey Park Downtown area.
- Reduced cost of janitorial services for the Business Improvement District area by 74% year-over-year.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund - Administration	$0	$0	$0	$0
General Fund	$0	$0	$0	$0
Special Revenue	$83,568	$89,539	$89,539	$89,539
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$83,568**	**$89,539**	**$89,539**	**$89,539**

City Clerk Department
FY 2021-2022 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 transparency 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.

- 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 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary
City Clerk	1301	$415,162	$435,185	$679,465	$478,154
Total Expenditures		**$415,162**	**$435,185**	**$679,465**	**$478,154**
Authorized Full-Time Equivalent Positions		**4.25**	**4.25**	**4.25**	**4.50**

Significant Changes

Beginning in FY 2021-2022, administration costs will be treated as indirect costs. Indirect costs represent the expenses of doing business that are not readily identified with a particular grant, contract, project function or activity, but are necessary for the general operation of the organization and the conduct of activities it performs. The purpose of administration is to ensure the efficient performance of all the departments in an organization and costs are not readily identified to a particular funding source. Therefore, cost allocation plans, or indirect cost rates are used to distribute those costs to benefiting revenue sources.

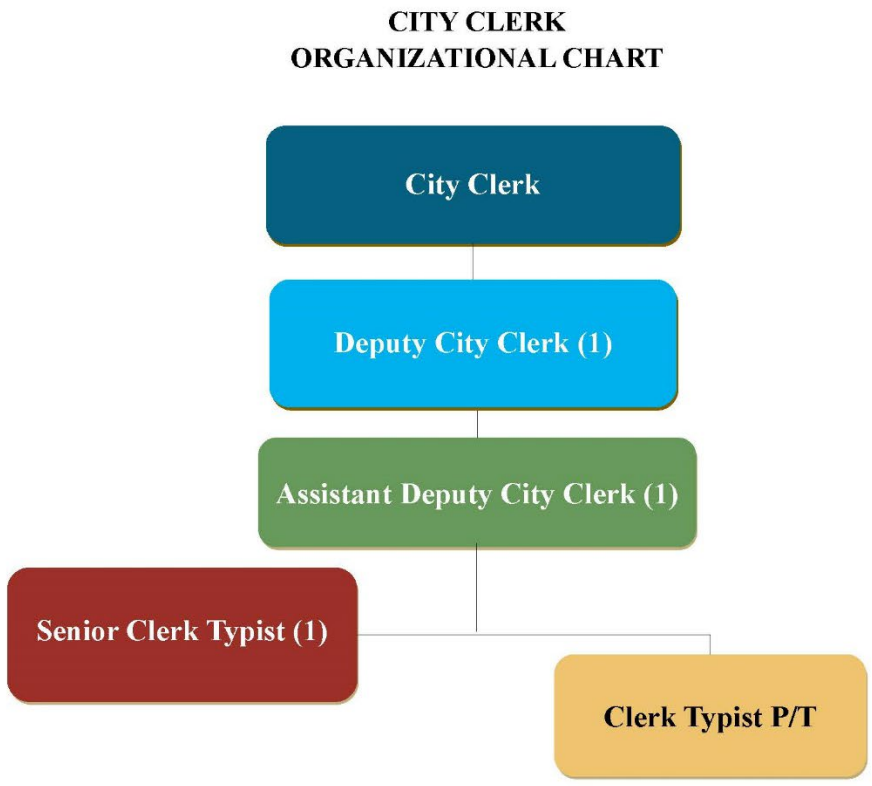
Department deleted one part time Minutes Clerk and added one full time Senior Clerk Typist for an additional cost of $29,106

City Clerk Department
FY 2021-2022 Preliminary Budget

Department Personnel Summary

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

Department Organizational Chart



City Clerk Department

FY 2021-2022 Preliminary Budget

Program: City Clerk

Program No.: 1301

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$331,028	$325,855	$325,855	$323,487
Services	$51,967	$62,130	$306,410	$64,067
Commodities	$6,106	$15,300	$15,300	$25,800
Internal Services	$26,061	$31,900	$31,900	$64,800
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$415,162**	**$435,185**	**$679,465**	**$478,154**
Authorized Full-Time Equivalent Positions	**4.25**	**4.25**	**4.25**	**4.50**

Program Measurements

	Actual 2019-2020	Estimated 2020-2021	Projected 2021-2022
General Municipal Election	March, 2020	November 2020	Unknown
Voter Turnout	36.3%	74.6%	
Public Records Act Requests	401	393	425
Certificate Requests	699	125	800

2021-2022 Goals and Objectives

- Continually evaluating department's effectiveness and efficiency and making changes to further support internal staff and serve the public.
- Research for implementation of an agenda management solution to improve efficiency and reduction of paper waste.
- Prepare, plan, and implement the redistricting map as required by laws.
- A continuous effort working toward identifying and improving processes, procedures, and implementing guidelines for working toward going green.

2020-2021 Major Accomplishments

- Conducted a Special Election in November 2020 for the revised land use element ballot measure. The election was consolidated with the Los Angeles County election.
- Implemented a social media policy to enhance communication with the residents on news flash, meeting agendas, events, and recreational programs.
- Implemented a new software application ContractSafe to facilitate the routing of contracts and agreements to improve organizational effectiveness and efficiency.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund - Administration	$0	$0	$0	$451,954
General Fund	$263,988	$289,883	$534,163	$0
Special Revenue	$18,144	$20,708	$20,708	$0
Enterprise	$62,078	$74,124	$74,124	$0
Internal Service	$70,953	$50,470	$50,470	$26,200
Total Expenditures	**$415,162**	**$435,185**	**$679,465**	**$478,154**

City Treasurer Department
FY 2021-2022 Preliminary Budget

DEPARTMENT: City Treasurer

DIVISION: City Treasurer

DIVISION NO.: 1501

Department Budget Summary

Expenditures by Program					
Program Name	Program No.	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary
City Treasurer	1501	$20,968	$23,469	$23,469	$33,207
Total Expenditures		**$20,968**	**$23,469**	**$23,469**	**$33,207**
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

Beginning in FY 2021-2022, administration costs will be treated as indirect costs. Indirect costs represent the expenses of doing business that are not readily identified with a particular grant, contract, project function or activity, but are necessary for the general operation of the organization and the conduct of activities it performs. The purpose of administration is to ensure the efficient performance of all the departments in an organization and costs are not readily identified to a

particular funding source. Therefore, cost allocation plans or indirect cost rates are used to distribute those costs to benefiting revenue sources.

Department Personnel Summary

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

2021-2022 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.

2020-2021 Major Accomplishments

- Presented Annual City Investment Policy to the City Council on August 19, 2020.
- Managed the City's investment portfolio prudently and conservatively in maximizing interest earnings during the 2020-2021 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 2021-2022 Preliminary Budget

Expenditures by Character

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$20,647	$20,854	$20,854	$25,792
Services	$95	$1,955	$1,955	$1,955
Commodities	$226	$360	$360	$360
Internal Services	$0	$0	$0	$5,100
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$300	$300	$0
Total Expenditures	**$20,968**	**$23,469**	**$23,469**	**$33,207**

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund - Administration	$0	$0	$0	$30,763
General Fund	$11,676	$13,732	$13,732	$0
Special Revenue	$1,750	$2,087	$2,087	$0
Enterprise	$5,251	$6,261	$6,261	$0
Internal Service	$2,292	$1,389	$1,389	$2,444
Total Expenditures	**$20,968**	**$23,469**	**$23,469**	**$33,207**

City Attorney Department
FY 2021-2022 Preliminary Budget

DEPARTMENT: **City Attorney**

DIVISION: **City Attorney**

DIVISION NO.: **1601**

Department Budget Summary

Expenditures by Program					
Program Name	Program No.	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary
City Attorney	1601	$700,855	$630,200	$630,200	$649,100
Total Expenditures		**$700,855**	**$630,200**	**$630,200**	**$649,100**
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 2021-2022 Preliminary Budget

Significant Changes

Beginning in FY 2021-2022, administration costs will be treated as indirect costs. Indirect costs represent the expenses of doing business that are not readily identified with a particular grant, contract, project function or activity, but are necessary for the general operation of the organization and the conduct of activities it performs. The purpose of administration is to ensure the efficient performance of all the departments in an organization and costs are not readily identified to a particular funding source. Therefore, cost allocation plans or indirect cost rates are used to distribute those costs to benefiting revenue sources.

Expenditures by Character

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$0	$0	$0	$0
Services	$700,855	$630,200	$630,200	$649,100
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	**$700,855**	**$630,200**	**$630,200**	**$649,100**

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund - Administration	$0	$0	$0	$649,100
General Fund	$348,117	$393,000	$393,000	$0
Special Revenue	$0	$0	$0	$0
Enterprise	$352,738	$237,200	$237,200	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$700,855**	**$630,200**	**$630,200**	**$649,100**

Management Services Department
FY 2021-2022 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.

Department Budget Summary

Expenditures by Program					
Program Name	Program No.	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary
Finance	1403	$1,090,053	$1,183,358	$1,183,358	$1,356,388
Data Processing	1404	$421,688	$403,104	$403,104	$568,322
Community Housing Assistance	1405	$805,695	$1,002,532	$1,002,532	$1,032,962
Revenue Collection	1406	$606,933	$703,602	$703,602	$687,496
Central Support Services	1407	$410,950	$439,143	$439,143	$602,864
Communication/Duplication	1408	$396,966	$449,463	$449,463	$308,855
Total Expenditures		**$3,732,284**	**$4,181,202**	**$4,181,202**	**$4,556,886**
Authorized Full-Time Equivalent Positions		**16.12**	**16.12**	**17.95**	**18.95**

Significant Changes

Beginning in FY 2021-2022, administration costs will be treated as indirect costs. Indirect costs represent the expenses of doing business that are not readily identified with a particular grant, contract, project function or activity, but are necessary for the general operation of the organization and the conduct of activities it performs. The purpose of administration is to ensure the efficient performance of all the departments in an organization and costs are not readily identified to a particular funding source. Therefore, cost allocation plans or indirect cost rates are used to distribute those costs to benefiting revenue sources.

The department has increased its contributions to internal service funds; including worker's compensation, technology, and shop.

The department has deleted two part-time Accountant positions and added one full-time Accountant position at no additional cost to the City.

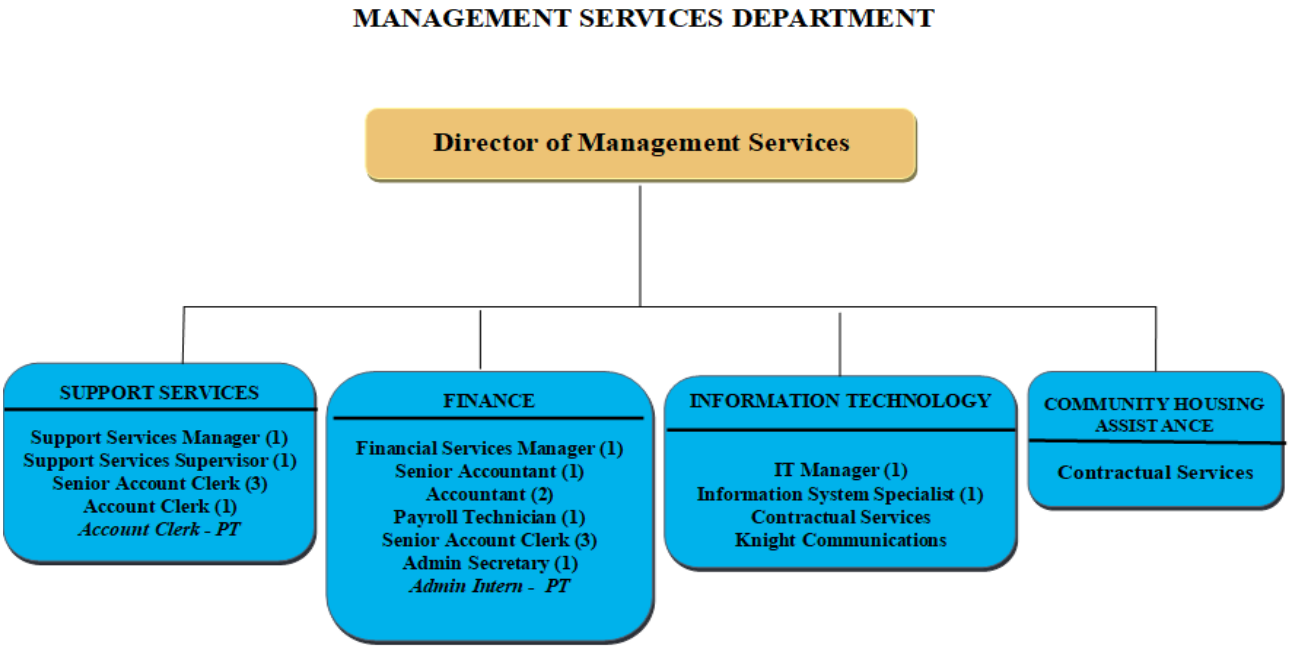
The department has added one Information Technology Services Manager. Cost for this position is $164,241 funded by the technology internal service fund.

Management Services Department
FY 2021-2022 Preliminary Budget

Department Personnel Summary

	FY 2019-2020		FY 2020-2021		FY 2021-2022	
MANAGEMENT SERVICES - 1400	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Director of Management Services	1	-	1	-	1	-
Account Clerk	2	0.45	1	0.95	1	0.95
Accountant	1	-	1	1.00	2	-
Admin Intern	-	-	-	0.50	-	0.50
Admin Secretary	-	-	1		1	
Financial Services Manager	1	-	1	-	1	-
Information System Specialist	1	-	1	-	1	-
Information Technology Services Manager	-		-		1	
Payroll Technician	1	-	1	-	1	-
Senior Account Clerk	6	-	6	-	6	-
Senior Accountant	1	-	0.50	-	0.50	-
Support Services Manager	1	-	1	-	1	-
Support Services Supervisor	1	-	1	-	1	-
MANAGEMENT SERVICES TOTAL	16	0.45	15.50	2.45	17.50	1.45

Department Organizational Chart



Management Services Department
FY 2021-2022 Preliminary Budget

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund - Administration	$0	$0	$0	$2,619,243
General Fund	$909,302	$745,843	$745,843	$0
Special Revenue	$883,318	$1,092,056	$1,092,056	$1,032,962
Enterprise	$1,585,601	$1,817,052	$1,817,052	$222,197
Internal Service	$354,062	$526,251	$526,251	$682,484
Total	**$3,732,284**	**$4,181,202**	**$4,181,202**	**$4,556,886**

Program: Finance

Program No.: 1403

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$925,029	$902,991	$902,991	$858,488
Services	$118,685	$221,567	$221,567	$264,700
Commodities	$15,024	$22,300	$22,300	$22,300
Internal Services	$31,314	$36,500	$36,500	$210,900
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$1,090,053**	**$1,183,358**	**$1,183,358**	**$1,356,388**
Authorized Full-Time Equivalent Positions	**7.23**	**7.13**	**9.10**	**9.10**

Programs Details

The Finance Division is responsible for the financial operations of the City, which includes budgeting, financial planning, cash management, debt administration, accounts payable, accounts receivable, payroll, grant accounting, auditing, and financial reporting.

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

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 2019-20	Estimated 2020-21	Projected 2021-22
Number of years received awards from Government Finance Officers Association (GFOA) and California Society of Municipal Finance Officers Association (CSMFO) for excellence in budgeting.	29	30	31
Number of years received awards from GFOA for excellence in financing reporting.	31	32	33
Number of audits performed.	12	12	12

2021-2022 Goals and Objectives

- Continue the task of implementing Phase II of the new Enterprise Resource Planning (ERP) System and the migration of the database.
- 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.
- Assist City Managers Office in the issuance of street bonds.
- Review and update administrative policies and procedures.

2020-2021 Major Accomplishments

- Completed implementing Phase I and started implementing Phase II of the new ERP system.
- Issued Pension Obligation Bonds and paid-off 100% of City's current Unfunded Actuarial Liability.
- Implemented tight budget controls to tackle the lowered revenue due to COVID-19.

- Received awards for excellence from (GFOA) and (CSMFO) for the City's 2020-21 Annual Budget and from (GFOA) for the 2019-20 Comprehensive Annual Financial Report.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund - Administration	$0	$0	$0	$1,288,367
General Fund	$398,130	$419,730	$419,730	$0
Special Revenue	$73,083	$83,924	$83,924	$0
Enterprise	$509,373	$599,853	$599,853	$0
Internal Service	$109,467	$79,851	$79,851	$68,021
Total Expenditures	**$1,090,053**	**$1,183,358**	**$1,183,358**	**$1,356,388**

Program: Data Processing

Program No.: 1404

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$133,321	$144,238	$144,238	$252,416
Services	$206,227	$244,406	$244,406	$269,406
Commodities	$26,461	$12,000	$12,000	$12,000
Internal Services	$2,255	$2,460	$2,460	$34,500
Capital Outlay	$0	$0	$0	$0
Debt Service	$53,424	$0	$0	$0
Total Expenditures	**$421,688**	**$403,104**	**$403,104**	**$568,322**
Authorized Full-Time Equivalent Positions	**1.00**	**1.00**	**1.00**	**2.00**

Programs Details

The Data Processing Division is responsible for maintaining the City's computer equipment, Citywide Network/Email/Internet/Intranet system, and operating program software through contracted services. The Division is under the supervision of Management Services Director for City's Financial and Payroll system supported by Information Systems Specialist. The Information System Specialist also assists in the Enterprise Resource Planning (ERP) system implementation. In addition, the City's other IT services are provided by contractual arrangements. This Division is also responsible for evaluating new computer equipment, software, and technologies to enhance the City's data processing automation. The Division adopts a consolidated approach to set and enforce technological consistency and interdepartmental cooperation.

PROGRAM MEASUREMENTS

	Actual 2019-20	Estimated 2020-21	Projected 2021-22
Number of new computers replaced/number of computers maintained	56/324	90/340	110/360

Management Services Department
FY 2021-2022 Preliminary Budget

2021-2022 Goals and Objectives

- Fully implement HCM component of Tyler Munis which encapsulates Human Resources and Payroll applications.
- Hire an expert Information Technology Services Manager to oversee the Data Processing Division.

2020-2021 Major Accomplishments

- Successfully implemented the launch of Tyler Munis for the financial components as well as Tyler Cashiering.
- Performed a Cyber Security Audit to identify and strengthen networks weaknesses.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund - Administration	$0	$0	$0	$0
General Fund	$148,897	$0	$0	$0
Special Revenue	$292	$0	$0	$0
Enterprise	$82,645	$0	$0	$0
Internal Service	$189,854	$403,104	$403,104	$568,322
Total Expenditures	**$421,688**	**$403,104**	**$403,104**	**$568,322**

Program: Community Housing Assistance

Program No.: 1405

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$41,056	$24,989	$24,989	$26,815
Services	$274,751	$468,090	$468,090	$478,380
Commodities	$21	$567	$567	$592
Internal Services	$0	$0	$0	$0
Capital Outlay	$0	$0	$0	$0
Debt Service	$489,867	$508,886	$508,886	$527,175
Total Expenditures	**$805,695**	**$1,002,532**	**$1,002,532**	**$1,032,962**
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.

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 2019-20	Estimated 2020-21	Projected 2021-22
Agencies assisted from Community Fund	1	1	1
Number of Housing Rights Center clients assisted	120	500	500
Business Assistance (COVID-19)	15	35	35

HOME

Residential Rehab Participants	5	3	3
Tenant Based Rental Assistance	20	50	50

2021-2022 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.
- Continue implementing all goals as identified in the City of Monterey Park 2020-2024 Five-Year Consolidated Plan.

2020-2021 Major Accomplishments

- Proactively identified 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.
- 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 100 residents.
- City awarded rental assistance to 39 local businesses, emergency rental assistance to 18 residents and utility assistance to one resident.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund - Administration	$0	$0	$0	$0
General Fund	$0	$0	$0	$0
Special Revenue	$805,695	$1,002,532	$1,002,532	$1,032,962
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$805,695**	**$1,002,532**	**$1,002,532**	**$1,032,962**

Program: Revenue Collection

Program No.: 1406

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$556,793	$585,046	$585,046	$451,560
Services	$18,291	$76,306	$76,306	$79,606
Commodities	$10,431	$17,550	$17,550	$16,000
Internal Services	$21,418	$24,700	$24,700	$140,330
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$606,933**	**$703,602**	**$703,602**	**$687,496**
Authorized Full-Time Equivalent Positions	**5.33**	**5.34**	**5.00**	**5.00**

Programs Details

This activity provides for a range of revenue-related services, including: 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

PROGRAM MEASUREMENTS

	Actual 2019-20	Estimated 2020-21	Projected 2021-22
Business Licenses Issued	4,882	4,962	5,050
Utility Bills Mailed (Original and Delinquent)	82,700	75,000	80,350

2021-2022 Goals and Objectives

- Plan a process to allow City residents and customers to begin coming back into City Hall while still utilizing the web payment portal to coincide with county regulations for social distancing.
- Award a contract to a utility rate consulting firm and establish Proposition 218 utility rates.

2020-2021 Major Accomplishments

- Successfully launched Tyler Cashiering which works in conjunction with Tyler Munis, the City's new Enterprise Resource Planning system.
- Implemented Web Payment Portal to allow customers to pay for various City services without the need to come into City Hall to ensure revenue cash flows during the shut down following the COVID-19 shutdown.
- Entered into a contract with HdL to administrate the collection and processing the city's business license tax.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund - Administration	$0	$0	$0	$447,029
General Fund	$91,611	$81,130	$81,130	$0
Special Revenue	$0	$0	$0	$0
Enterprise	$486,007	$603,776	$603,776	$222,197
Internal Service	$29,315	$18,696	$18,696	$18,270
Total Expenditures	**$606,933**	**$703,602**	**$703,602**	**$687,496**

Program: Central Support Services

Program No.: 1407

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$259,766	$265,049	$265,049	$226,082
Services	$130,149	$145,114	$145,114	$284,137
Commodities	$3,375	$6,515	$6,515	$6,315
Internal Services	$17,660	$22,465	$22,465	$86,330
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$410,950**	**$439,143**	**$439,143**	**$602,864**
Authorized Full-Time Equivalent Positions	**1.82**	**1.82**	**2.00**	**2.00**

Programs Details

This division assists all City Departments in purchasing services and goods in accordance with the City's purchasing policies. Specific service objectives are:

- 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
- Manage the City's agreement process to ensure all agreements are properly executed and contain the proper insurance requirements
- Oversee the City's custodial contract for City Hall and various City facility cleaning

PROGRAM MEASUREMENTS

	Actual 2019-20	Estimated 2020-21	Projected 2021-22
GoMPK Submissions from residents and staff	6,488	6,550	7,000

2021-2022 Goals and Objectives

- Implement a new electronic agreement routing software for a more streamlined processing of city contracts for all departments.

2020-2021 Major Accomplishments

- Successfully launched the new Citywide Enterprise Resource Planning (ERP) System, including decentralizing the purchase order process and contract entry.
- Conducted training for all PO liaisons pertaining to the accurate and timely processing of city agreements.
- Implemented a new janitorial routine to comply with County COVID-19 guidelines to ensure the safety of staff.
- Issued a Request for Proposals (RFP) and awarded a contract for Citywide janitorial services.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund - Administration	$0	$0	$0	$584,875
General Fund	$162,878	$140,135	$140,135	$0
Special Revenue	$4,248	$5,600	$5,600	$0
Enterprise	$227,474	$275,184	$275,184	$0
Internal Service	$16,349	$18,224	$18,224	$17,989
Total Expenditures	**$410,950**	**$439,143**	**$439,143**	**$602,864**

Program: Communication/Duplication

Program No.: 1408

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$161,483	$135,385	$135,385	$119,610
Services	$108,853	$157,803	$157,803	$151,180
Commodities	$16,080	$5,975	$5,975	$5,975
Internal Services	$110,550	$150,300	$150,300	$32,090
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$396,966**	**$449,463**	**$449,463**	**$308,855**
Authorized Full-Time Equivalent Positions	**0.74**	**0.73**	**0.75**	**0.75**

Programs Details

This activity provides technical support for office equipment and communications to City departments. Specific service objectives are:

- Coordinate maintenance services to City departments for their satellite copiers
- Maintain the City's telephone and voicemail systems to ensure reliable communications for all City and emergency staff.
- Maintain and coordinate the installation of new voice and data cables lines to all departments to ensure consistent operability.
- Maintain the City's cellular phones to ensure good communications throughout all departments
- Maintain the City's postage equipment and coordinate mailroom pickup and sorting of departmental and US Mail

PROGRAM MEASUREMENTS

	Actual 2019-20	Estimated 2020-21	Projected 2021-22
Mail Handled	355,000	270,000	300,000

Management Services Department
FY 2021-2022 Preliminary Budget

2021-2022 Goals and Objectives

- Hire an Information Technology Services Manager to oversee the division.
- Seek revenue solutions for the funding of a citywide telephone system.

2020-2021 Major Accomplishments

- Facilitated the installment of new cubicles for City staff, installed new data and phone cables for staff workstations.
- Implemented a new U.S. Postal pickup/drop-off routine to limit staff exposure during the COVID-19 pandemic.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund - Administration	$0	$0	$0	$298,972
General Fund	$107,785	$104,848	$104,848	$0
Special Revenue	$0	$0	$0	$0
Enterprise	$280,103	$338,239	$338,239	$0
Internal Service	$9,078	$6,376	$6,376	$9,883
Total Expenditures	**$396,966**	**$449,463**	**$449,463**	**$308,855**

Human Resources and Risk Management Department

FY 2021-2022 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 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary
Human Resources	1801	$720,105	$595,437	$595,437	$679,469
Risk Management	1802	$697,618	$697,254	$697,254	$498,370
Total Expenditures		**$1,417,723**	**$1,292,691**	**$1,292,691**	**$1,177,838**
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

Beginning in FY 2021-2022, administration costs will be treated as indirect costs. Indirect costs represent the expenses of doing business that are not readily identified with a particular grant, contract, project function or activity, but are necessary for the general operation of the organization and the conduct of activities it performs. The purpose of administration is to ensure the efficient performance of all the departments in an organization and costs are not readily identified to a particular funding source. Therefore, cost allocation plans or indirect cost rates are used to distribute those costs to benefiting revenue sources.

The department has deleted one Senior Management Analyst and added one Human Resource/Risk Manager; and has deleted two part-time positions and added one full-time Human Resources Technician position for an overall additional cost of $47,183.

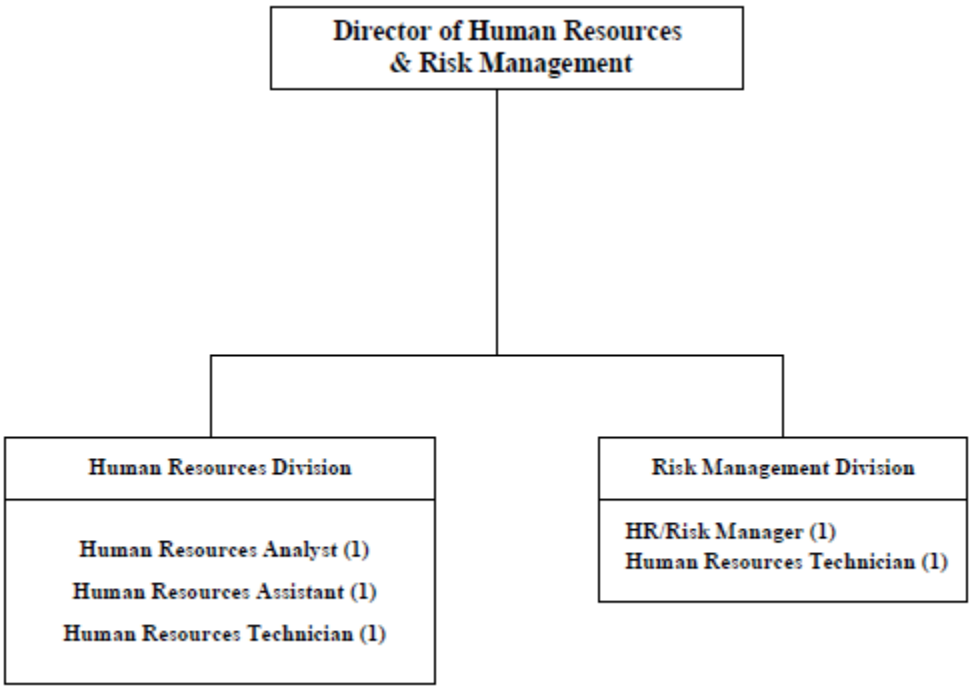
Human Resources and Risk Management Department

FY 2021-2022 Preliminary Budget

Department Personnel Summary

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

Department Organizational Chart



Human Resources and Risk Management Department

FY 2021-2022 Preliminary Budget

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund - Administration	$0	$0	$0	$487,042
General Fund	$631,694	$535,495	$535,495	$0
Special Revenue	$7,186	$7,604	$7,604	$0
Enterprise	$275,640	$325,794	$325,794	$0
Internal Service	$503,203	$423,798	$423,798	$690,797
Total	**$1,417,723**	**$1,292,691**	**$1,292,691**	**$1,177,838**

Human Resources and Risk Management Department
FY 2021-2022 Preliminary Budget

Program: Human Resources

Program No.: 1801

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$425,798	$351,346	$351,346	$359,219
Services	$269,606	$220,591	$220,591	$240,950
Commodities	$5,424	$6,600	$6,600	$6,100
Internal Services	$19,278	$16,900	$16,900	$73,200
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$720,105**	**$595,437**	**$595,437**	**$679,469**
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 2021-22 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 ICRMA, 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. In 2021/22 Human Resources will continue to work alongside Management Services to develop the new Tyler Munis - Core Human Resources and Payroll information systems.

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.

2021-2022 Goals and Objectives

- Complete the development, implementation and training of the Tyler Munis - Core Human Resources and Payroll information systems.

2020-2021 Major Accomplishments

- Initiated and implemented new practices, procedures and policies due to the COVID-19 pandemic.
- Completed negotiations with the last 2 general employee associations and implemented their contracts.
- Continued to safely recruit, fill, facilitated pre-employment medical exams and fingerprints for new full and part time employees and volunteers during the pandemic.

Human Resources and Risk Management Department

FY 2021-2022 Preliminary Budget

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund - Administration	$0	$0	$0	$487,042
General Fund	$445,723	$298,748	$298,748	$0
Special Revenue	$7,186	$7,604	$7,604	$0
Enterprise	$136,152	$183,091	$183,091	$0
Internal Service	$131,044	$105,994	$105,994	$192,427
Total Expenditures	**$720,105**	**$595,437**	**$595,437**	**$679,469**

Human Resources and Risk Management Department
FY 2021-2022 Preliminary Budget

Program: Risk Management

Program No.: 1802

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$398,980	$326,507	$326,507	$422,810
Services	$286,260	$356,597	$356,597	$39,410
Commodities	$1,286	$1,150	$1,150	$1,450
Internal Services	$7,976	$9,500	$9,500	$34,700
Capital Outlay	$0	$0	$0	$0
Debt Service	$3,116	$3,500	$3,500	$0
Total Expenditures	**$697,618**	**$697,254**	**$697,254**	**$498,370**
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 currently maintains General Liability and Auto Liability insurance coverage of $35 million per occurrence, with a self-insured retention of $500,000 through the City's participation in the Independent Cities Risk Management Authority (I.C.R.M.A.) Liability and Workers Compensation Programs.

ICRMA has a self insured retention of $2-3 million per incident in the Liability Program. A third party administrator, Carl Warren, provides liability claims administration services for the City. 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) with a self-insured retention of $500,000 through the City's participation in the Independent Cities Risk Management Authority (I.C.R.M.A.) Workers Compensation Program. Claims are administered through a third party administrator, AdminSure. 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.

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 2018-19	Actual 2019-20	Actual 2020-2021*
COMMUNITY DEVELOPMENT	2	0	0
FIRE	3	0	4
GENERAL GOVERNMENT	2	2	0
MANAGEMENT SERVICES	1	1	0
POLICE	11	4	4
PUBLIC WORKS (Street, Water, Parks)	20	38	20
RECREATION & COMM. SERVICES	2	1	0
TOTAL	**41**	**46**	**28**

*As of March 31, 2021

WORKERS' COMPENSATION CLAIMS FILED

	Actual 2018-19	Actual 2019-20	Actual 2020-2021
FIRE	12	8	18
GENERAL EMPLOYEES	2	0	0
LIBRARY	0	0	1
POLICE	19	27	21
PUBLIC WORKS (Street, Water, Parks)	9	5	3
RECREATION & COMM. SERVICES	3	1	0
TOTAL*	**45***	**41***	**42***

*Includes all claims that are OSHA recordable. As of March 31, 2021

Human Resources and Risk Management Department
FY 2021-2022 Preliminary Budget

2021-2022 Goals and Objectives

1. Continue to provide CALOSHA safety trainings and other trainings via Zoom and other online training platforms or in person. Provide Harassment training to meet the AB 1825/2053/1661 and SB 396 training requirements.

2020-2021 Major Accomplishments

- Conducted employee Safety and Labor Law training for employees for various subjects such as Driver Safety, COVID-19 Sanitation Best Practices, CALOSHA Blood Pathogen and other training via the online training platforms. Critical Trainings, such as Backhoe Operator, Environmental Safety, Hazmat Ops and Respirator and Fit Training were done in person while adhering to strict social distancing guidelines.
- Facilitated pre-employment medical exams and fingerprints for 66 new full time/part time employees & volunteers.
- Completed 25 new employee orientations to onboard new full time and part time employees.
- Conducted quarterly Safety Committee meetings to discuss ongoing safety concerns as well as City Hall Reopening concerns with all City Departments.
- Collected $32,849.00 in subrogation funds on behalf of various City Departments for damages to City property.

Funding Sources by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund - Administration	$0	$0	$0	$0
General Fund	$185,971	$236,747	$236,747	$0
Special Revenue	$0	$0	$0	$0
Enterprise	$139,488	$142,703	$142,703	$0
Internal Service	$372,159	$317,804	$317,804	$498,370
Total Expenditures	**$697,618**	**$697,254**	**$697,254**	**$498,370**

Police Department

FY 2021-2022 Preliminary Budget

Department Overview

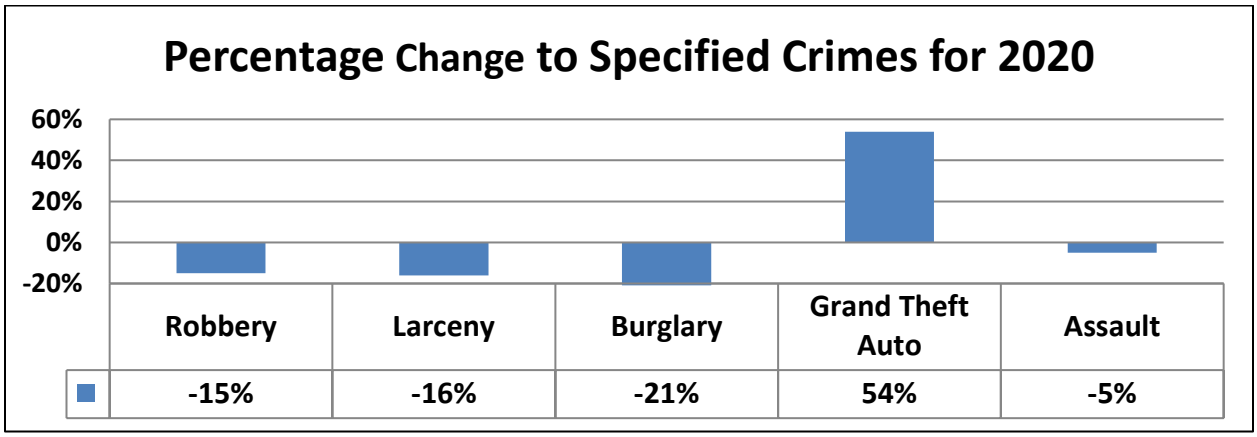
The Monterey Park Police Department is a full-service police department providing public safety and law enforcement services to the City of Monterey Park. The Department is committed to providing professional, fair, compassionate, and dedicated law enforcement with integrity and respect. The Department 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 2020, there was an 8% decrease in Part I crimes as compared to the previous year. In 2020, the categories of robbery, larceny, burglary, and assault decreased. 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	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
% Change in Part I Crime	-7%	14%	-3%	16%	-10%	26%	23%	-14%	0%	-14%	-8%
# Traffic Fatalities	2	2	2	3	5	4	4	0	2	3	4

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. A new body-worn camera and in-car video system was implemented this year as part of these efforts.

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 3,544 hours in 2020.

Significant Changes

In March 2021, the City entered into a 10-year lease purchase agreement with Motorola Solutions, Inc., for the purchase of Motorola APX radios, updated communications system, and related accessories for the Police Department.

Department Budget Summary

Expenditures by Program					
Program Name	Program No.	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary
Police Admin	3101	$945,841	$848,181	$848,181	$1,734,665
Traffic Bureau	3102	$1,562,988	$1,696,489	$1,696,489	$1,587,719
Field Services	3103	$9,951,637	$10,693,847	$10,693,847	$9,703,011
Investigations	3104	$3,070,300	$3,504,245	$3,504,245	$2,690,677
Animal Services	3111	$263,357	$343,723	$343,723	$307,304
Communications	3112	$1,627,738	$1,584,575	$1,584,575	$1,738,485
Jail	3113	$850,235	$928,933	$928,933	$728,872
Records	3114	$1,019,773	$1,202,485	$1,202,485	$1,061,030
Computer Services	3115	$736,114	$797,339	$797,339	$543,990
Community Engagement	3120	$736,711	$766,896	$785,471	$1,344,229
Total Expenditures		**$20,764,693**	**$22,366,713**	**$22,385,288**	**$21,439,982**
Authorized Full-Time Equivalent Positions		**122.26**	**122.26**	**124.26**	**124.26**

Police Department
FY 2021-2022 Preliminary Budget

Department Personnel Summary

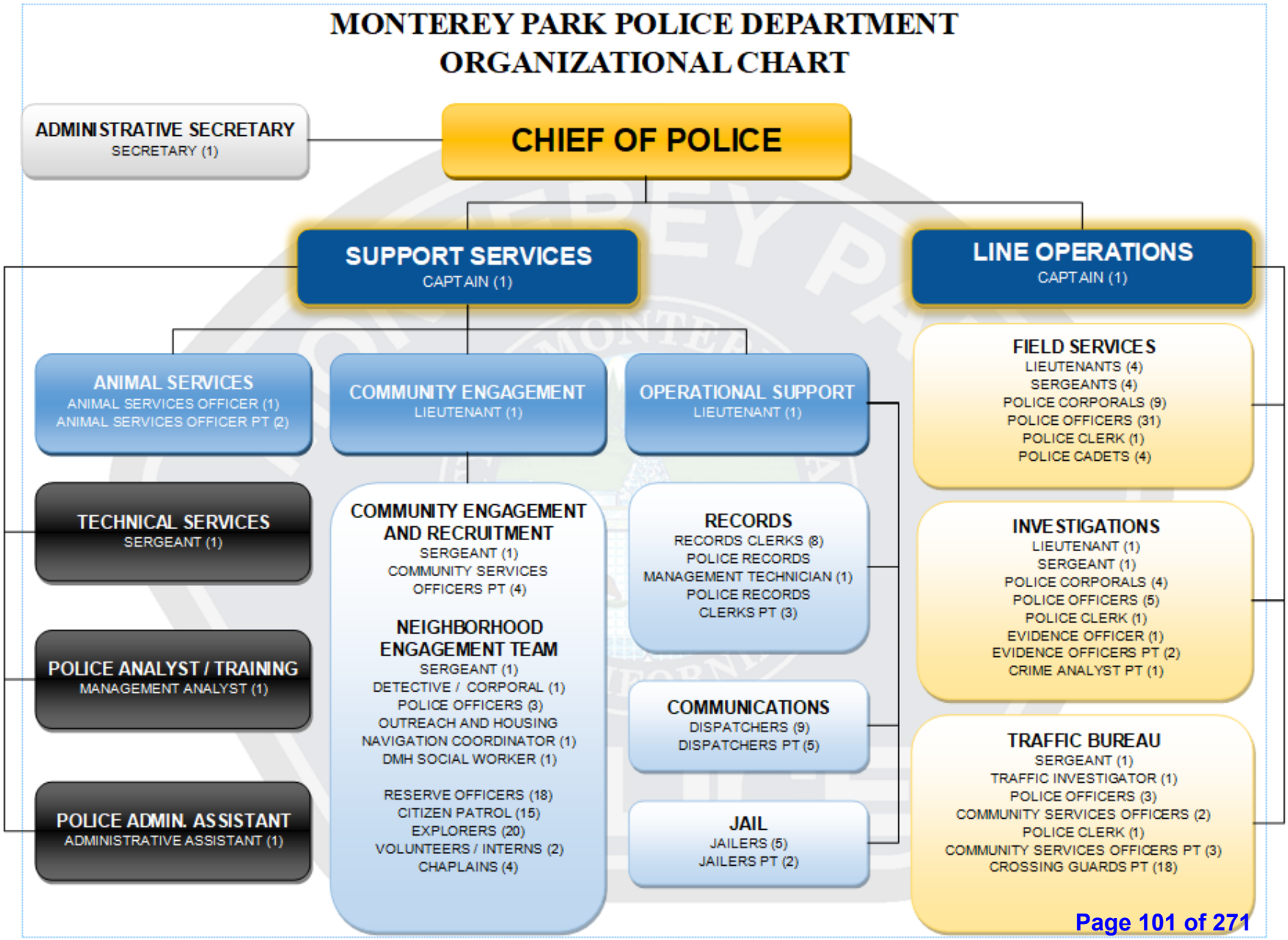
	FY 2019-2020 Full Time	FY 2019-2020 Part Time	FY 2020-2021 Full Time	FY 2020-2021 Part Time	FY 2021-2022 Full Time	FY 2021-2022 Part Time
POLICE - 3100						
Police Chief	1	-	1	-	1	-
Animal Services Officer	1	1	1	1	1	1
Community Services Officer	2	3.35	2	3.35	2	3.35
Crime Analyst	-	0.50	-	0.50		0.5
Crossing Guard	-	4.37		4.37		4.37
Dispatcher	9	0.24	9	0.24	9	0.24
Evidence Officer	1	0.80	1	0.80	1	0.80
Jailer	5	0.50	5	0.50	5	0.50
Management Analyst	1	-	1	-	1	-
Outreach and Housing Navigation Coordinator	-	-	1	-	1	-
Police Administrative Assistant	1	-	1	-	1	-
Police Cadet	-	2	-	2	-	2
Police Captain	2	-	2	-	2	-
Police Clerk	11	-	11	-	11	-
Police Corporal	14	-	14	-	14	-
Police Lieutenant	6	-	7	-	7	-
Police Officer	43	-	43	-	43	-
Police Records Cadet	-	0.50		0.50		0.5
Police Records Clerk	-	1		1		1
Police Records Management System Technician	1	-	1	-	1	-
Police Sergeant	9	-	9	-	9	-
Secretary	1	-	1	-	1	-
POLICE TOTAL	**108**	**14.26**	**110**	**14.26**	**110**	**14.26**

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$15,691,914	$16,495,482	$16,514,057	$18,868,415
Special Revenue	$840,584	$945,674	$945,674	$868,844
Enterprise	$0	$0	$0	$0
Internal Service	$4,232,195	$4,925,557	$4,925,557	$1,702,723
Total	**$20,764,693**	**$22,366,713**	**$22,385,288**	**$21,439,982**

Police Department

FY 2021-2022 Preliminary Budget



Police Department

FY 2021-2022 Preliminary Budget

Program: Police Administration

Program No.: 3101

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$801,896	$663,481	$663,481	$1,433,260
Services	$79,768	$97,925	$97,925	$97,925
Commodities	$22,417	$35,375	$35,375	$35,390
Internal Services	$41,760	$51,400	$51,400	$168,090
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$945,841**	**$848,181**	**$848,181**	**$1,734,665**
Authorized Full-Time Equivalent Positions	**4.00**	**4.00**	**4.00**	**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.

2021-2022 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 including the transition to the ICI radio system.
- Integrate new scheduling software with payroll system to increase efficiency by providing a better method of employee scheduling/staffing, overtime management, and accuracy.

2020-2021 Major Accomplishments

- Installation and implementation of Lenslock Body Camera and In-Car Video system.
- Implementation of new scheduling software for the Field Services Bureau.
- All officers attended de-escalation training and updated use of force training as well as taser training.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$674,716	$575,800	$575,800	$1,453,161
Special Revenue	$77,552	$93,600	$93,600	$93,615
Enterprise	$0	$0	$0	$0
Internal Service	$193,573	$178,781	$178,781	$187,890
Total Expenditures	**$945,841**	**$848,181**	**$848,181**	**$1,734,665**

Program: Traffic Bureau

Program No.: 3102

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$1,381,321	$1,476,324	$1,476,324	$1,114,589
Services	$3,780	$12,100	$12,100	$11,100
Commodities	$22,591	$29,865	$29,865	$24,100
Internal Services	$155,296	$178,200	$178,200	$437,930
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$1,562,988**	**$1,696,489**	**$1,696,489**	**$1,587,719**
Authorized Full-Time Equivalent Positions	**14.22**	**14.22**	**14.22**	**13.97**

Programs Details

The Traffic Bureau addresses traffic safety issues within the City of Monterey Park. The Bureau places particular 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 assists 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.

2021-2022 Goals and Objectives

- Follow up on traffic investigations within three business days of receipt of the report.
- On a monthly basis, identify the five highest traffic collision intersections and non-intersections to provide selective enforcement, targeting primary collision factor violations.
- Ensure response to all parking citation complaints and appeals within five business days.
- Conduct weekly radar enforcement in areas where speed has been identified as the primary collision factor.

	Actual 2019-20	Estimated 2020-21	Projected 2021-22
Number of Citations:			
Traffic	3,947	2,179	3,300
Parking	10,442	7,513	11,300
Traffic Collision Incidents:			
Fatal	5	2 (YTD)	2
Injury	214	81	121
Non-injury	474	206	309
Persons Injured	296	114	171

2020-2021 Major Accomplishments

- Received a $109,000 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.
- Received a $24,800 grant from the California Office of Traffic Safety to automatically transmit collision data from Crossroads directly to SWITRS.
- The Traffic Bureau developed a School Traffic Safety Program. The Program was presented to five local schools via online video conference. This Program provided awareness to students about the importance of traffic safety.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$1,170,744	$1,271,224	$1,271,224	$1,431,783
Special Revenue	$73,588	$63,031	$63,031	$55,000
Enterprise	$0	$0	$0	$0
Internal Service	$318,656	$362,234	$362,234	$100,936
Total Expenditures	**$1,562,988**	**$1,696,489**	**$1,696,489**	**$1,587,719**

Program: Field Services

Program No.: 3103

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$8,582,608	$8,971,002	$8,971,002	$7,684,258
Services	$20,601	$46,500	$46,500	$46,500
Commodities	$141,162	$138,845	$138,845	$176,053
Internal Services	$1,207,265	$1,537,500	$1,537,500	$1,796,200
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$9,951,637**	**$10,693,847**	**$10,693,847**	**$9,703,011**
Authorized Full-Time Equivalent Positions	**51.50**	**51.50**	**51.50**	**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 which were hidden by drug dealers. Canine officers provide demonstrations and education programs to community groups and students.

2021-2022 Goals and Objectives

- Field Services Bureau is committed to delivering the highest level of police services.
- Officers will be audited quarterly on their handling of incidents by their supervisor to monitor and maintain the highest quality of service delivered.

		Actual 2019-20	Estimated 2020-21	Projected 2021-22
Calls for Service				
Citizen Requests:		32,399	31,137	32,968
Officer Observed:		17,754	17,976	17,985
Total Calls for Service:		50,153	49,113	50,953
Priority I (Emergency) Response Time (minutes/seconds):	8,848 calls	3:59	3:49	3:55
Priority II Response Time:	8,901 calls	5:10	5:06	5:07

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

2020-2021 Major Accomplishments

- Each Patrol Team conducted two team training events. Training events included assisting the homeless population, helping those who suffer from mental illness, building searches, K-9 operations, and parole/probation compliance.
- Patrol officers arrested a suspect who was wanted for threatening business owners in the Atlantic Square shopping center. The suspect was wanted for several robberies and threatening business owners after they reported the crimes. Based on their investigation and follow up conducted by the Investigations Bureau, the Los Angeles County District Attorney's Office filed four counts of robbery and one count of criminal threats against the suspect.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$7,361,009	$7,623,206	$7,623,206	$8,285,096
Special Revenue	$389,531	$485,345	$485,345	$527,796
Enterprise	$0	$0	$0	$0
Internal Service	$2,201,097	$2,585,296	$2,585,296	$890,118
Total Expenditures	**$9,951,637**	**$10,693,847**	**$10,693,847**	**$9,703,011**

Program: Investigation

Program No.: 3104

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$2,611,218	$2,942,855	$2,942,855	$1,979,545
Services	$70,439	$86,160	$86,160	$86,382
Commodities	$4,985	$8,430	$8,430	$8,970
Internal Services	$383,658	$466,800	$466,800	$615,780
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$3,070,300**	**$3,504,245**	**$3,504,245**	**$2,690,677**
Authorized Full-Time Equivalent Positions	**17.55**	**17.55**	**17.55**	**14.30**

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.

2021-2022 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 annual review of policies and procedures relating to the booking and destruction of property to ensure compliance with changes in applicable laws.

	Actual 2019-20	Estimated 2020-21	Projected 2021-22
Part I Crimes Investigated	1626	1392	1550
Part I Clearance Rate	27%	23%	25%

2020-2021 Major Accomplishments

- The Investigations Bureau implemented the Flock Safety License Plate Reader System to assist in identifying possible suspect vehicles in various types of investigations with minimal vehicle information.

- The Investigations Bureau, in cooperation with the Field Services Bureau, and outside mutual aid agencies contained, located, and arrested an attempted murder suspect as well as recovered important evidence. This team effort resulted in the successful filing of attempted murder, assault with a deadly weapon, robbery, felon in possession of a firearm, and possession of a controlled substance with a firearm charges on the suspect.
- The Detective Bureau joined the Internet Crimes Against Children (ICAC) Los Angeles Task Force. The ICAC Program is a national network of 61 coordinated task forces representing over 4,500 federal, state, and local law enforcement and prosecutorial agencies continually engaged in proactive and reactive investigations and prosecutions of persons involved in child abuse and exploitation involving the internet.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$2,367,204	$2,648,981	$2,648,981	$2,453,472
Special Revenue	$24,197	$30,280	$30,280	$7,622
Enterprise	$0	$0	$0	$0
Internal Service	$678,900	$824,984	$824,984	$229,583
Total Expenditures	**$3,070,300**	**$3,504,245**	**$3,504,245**	**$2,690,677**

Program: Animal Services

Program No.: 3111

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$166,556	$183,073	$183,073	$122,214
Services	$45,955	$100,900	$100,900	$138,285
Commodities	$1,071	$2,250	$2,250	$1,855
Internal Services	$49,774	$57,500	$57,500	$44,950
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$263,357**	**$343,723**	**$343,723**	**$307,304**
Authorized Full-Time Equivalent Positions	**2.20**	**2.20**	**2.20**	**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.

2021-2022 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.

	Actual 2019-20	Estimated 2020-21	Projected 2021-22
Number of Dog Bites Investigated	13	8	10
Stray Animals	1,071	864	1,000
Warnings/Citations	162	77	100
Injured Animals	188	192	190
Dead Animals	360	516	400
Students in Educational Programs	87	111	100
Calls for service:			
Citizen Initiated	1,231	802	1,300
Calls Handled by L.A.C.D.A.C.C. *	46	125	50
Officer Observed	622	406	550
Total calls for service:	1,899	1,333	1,900

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

2020-2021 Major Accomplishments

- The Animal Services Bureau promoted available services and responsible pet socialization. Animal Services personnel provided dog food coupons to dog walkers who demonstrated responsible pet socialization at Barnes Park. To receive a coupon, the dog had to be on a leash and the dog license visible.
- Animal Services Bureau personnel provided virtual presentations for children focused on the responsibilities of pet ownership. This allowed the children to ask questions regarding the upkeep and care of pets within their own household.

Police Department
FY 2021-2022 Preliminary Budget

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$226,120	$303,627	$303,627	$300,466
Special Revenue	$0	$0	$0	$0
Enterprise	$0	$0	$0	$0
Internal Service	$37,236	$40,096	$40,096	$6,839
Total Expenditures	**$263,357**	**$343,723**	**$343,723**	**$307,304**

Program: Communications

Program No.: 3112

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$1,345,143	$1,269,230	$1,269,230	$946,750
Services	$230,448	$252,235	$252,235	$234,120
Commodities	$2,016	$3,410	$3,410	$2,900
Internal Services	$50,132	$59,700	$59,700	$246,970
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$307,745
Total Expenditures	**$1,627,738**	**$1,584,575**	**$1,584,575**	**$1,738,485**
Authorized Full-Time Equivalent Positions	**9.94**	**9.94**	**9.94**	**9.24**

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 depend 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 service 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.

2021-2022 Goals and Objectives

- Maintain an emergency dispatch time of less than 90 seconds for Priority I calls.
- Conduct monthly performance audits of each Dispatcher to ensure quality service delivery and to 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.
- Continued participation in programs focused on educating the public and raising the awareness of policing issues for both the staff and the community.

	Actual 2019-20	Estimated 2020-21	Projected 2021-22
Police Service Calls	32,399	31,137	32,968
Officer Observations	17,754	17,976	17,985
Animal Service Calls	1,899	1,333	1,900
Total Police Service Calls	52,052	50,446	52,853
Priority I Dispatch Time Emergency (min/sec):	0:49	0:46	0:48
Calls Transferred to Verdugo Fire Communications	2,331	2,390	2,339

2020-2021 Major Accomplishments

- Communications personnel gave four virtual presentations for our local schools. The presentations focused on dispatch procedures and proper usage of the 9-1-1 system.
- The CAD system was updated to Tyler Technologies, New World CAD Enterprise. The system went live in January 2021.
- Our current 9-1-1 system was updated with state funding to the Next Generation 9-1-1 system. This includes the new Rapid Deploy mapping system that allows Dispatchers to quickly locate the general area of wireless 9-1-1 callers that are unable to give their location during an emergency.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$1,368,730	$1,292,930	$1,292,930	$1,669,396
Special Revenue	$0	$0	$0	$0
Enterprise	$0	$0	$0	$0
Internal Service	$259,008	$291,645	$291,645	$69,090
Total Expenditures	**$1,627,738**	**$1,584,575**	**$1,584,575**	**$1,738,485**

Program: Jail

Program No.: 3113

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$763,683	$805,678	$805,678	$482,144
Services	$33,626	$45,960	$45,960	$46,858
Commodities	$17,551	$35,995	$35,995	$35,600
Internal Services	$35,374	$41,300	$41,300	$164,270
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$850,235**	**$928,933**	**$928,933**	**$728,872**
Authorized Full-Time Equivalent Positions	**6.70**	**6.70**	**6.70**	**5.50**

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.

2021-2022 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 assessment.

	Actual 2019-20	Estimated 2020-21	Projected 2021-22
Prisoners Booked (Excluding fee-paying)	697	621	650
Fee-Paying Prisoners Booked	158	79	100
Total Prisoners Booked	855	700	750

2020-2021 Major Accomplishments

- Jail staff created protocol and procedures pertaining to in-camera court arraignment due to the COVID-19 pandemic.
- Jail personnel established and implemented a COVID-19 protocol. These measures prevented any COVID-19 outbreak within the jail which protected jailers, officers, and prisoners.

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Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$681,102	$730,109	$730,109	$695,868
Special Revenue	$369	$0	$0	$0
Enterprise	$0	$0	$0	$0
Internal Service	$168,764	$198,824	$198,824	$33,003
Total Expenditures	**$850,235**	**$928,933**	**$928,933**	**$728,872**

Program: Records

Program No.: 3114

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$873,614	$1,027,465	$1,027,465	$749,200
Services	$77,423	$88,230	$88,230	$83,930
Commodities	$19,476	$29,290	$29,290	$29,530
Internal Services	$49,260	$57,500	$57,500	$198,370
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$1,019,773**	**$1,202,485**	**$1,202,485**	**$1,061,030**
Authorized Full-Time Equivalent Positions	**11.20**	**11.20**	**11.20**	**10.50**

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 data bases; 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.

2021-2022 Goals and Objectives

- Coordinate implementation, transition, and training of FBI's new crime data collection system, National Incident-Based Reporting System (NIBRS), to the Department.
- Determine appropriate reporting procedure, coordinate implementation with the California Department of Justice, train officers, and compile data as required by the Racial and Identity Profiling Act (RIPA) Assembly Bill 953.
- Coordinate destruction of official Department records pursuant to 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.

	Actual 2019-20	Estimated 2020-21	Projected 2021-22
Reports Processed:	4868	4,342	4500
Traffic Citations Processed:	3947	3288	4000
Data Entry Completion (within 7 days)	97%	98%	98%
Complaints Processed for Court: (within 21 days)	95%	95%	95%

Major Accomplishments

- Coordinated the implementation, maintenance, troubleshooting, and training of the upgraded Computer Aided Dispatch and Mobile Report Form Systems for the Department.
- Developed and implemented a process to archive old reports prior to destruction.

Police Department

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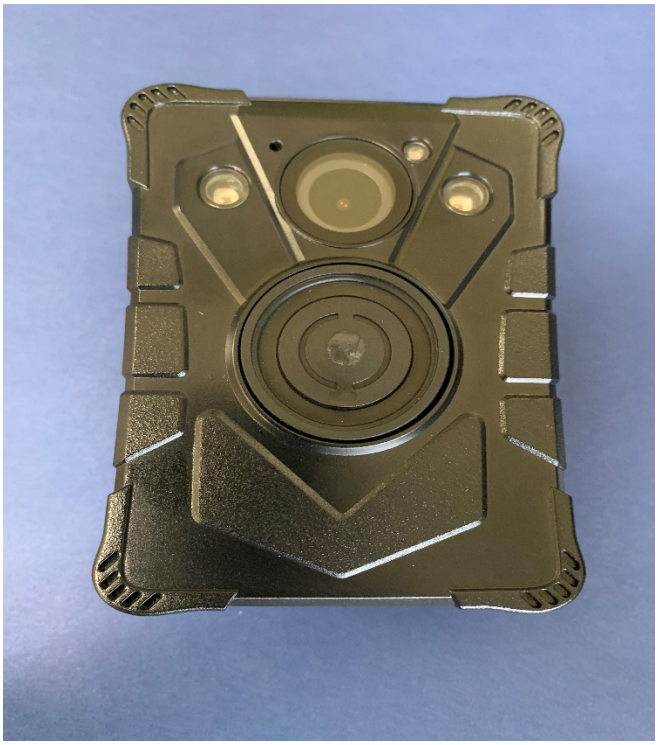
Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$822,813	$957,615	$957,615	$1,009,098
Special Revenue	$123	$0	$0	$0
Enterprise	$0	$0	$0	$0
Internal Service	$196,837	$244,870	$244,870	$51,932
Total Expenditures	**$1,019,773**	**$1,202,485**	**$1,202,485**	**$1,061,030**

Program: Computer Services



Program No.: 3115

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$0	$0	$0	$0
Services	$524,412	$629,021	$629,021	$541,540
Commodities	$1	$2,450	$2,450	$2,450
Internal Services	$45,833	$0	$0	$0
Capital Outlay	$0	$0	$0	$0
Debt Service	$165,868	$165,868	$165,868	$0
Total Expenditures	**$736,114**	**$797,339**	**$797,339**	**$543,990**
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.

2021-2022 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.

2020-2021 Major Accomplishments

- Assisted with the implementation, maintenance, troubleshooting, and training of the upgraded Computer Aided Dispatch and Mobile Report Form Systems for the Department.
- Assisted with the implementation of the new Lenslock Body-Worn and In-Car Camera System.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$462,696	$523,921	$523,921	$436,440
Special Revenue	$273,418	$273,418	$273,418	$107,550
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$736,114**	**$797,339**	**$797,339**	**$543,990**

Program: Community Engagement Bureau

Police Department
FY 2021-2022 Preliminary Budget

Program No.: 3120

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$648,673	$662,006	$662,006	$1,169,419
Services	$6,214	$8,190	$8,190	$8,190
Commodities	$4,826	$6,500	$6,500	$8,280
Internal Services	$76,998	$90,200	$90,200	$158,340
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$736,711**	**$766,896**	**$766,896**	**$1,344,229**
Authorized Full-Time Equivalent Positions	**4.95**	**4.95**	**6.95**	**9.75**

Programs Details

To effectively address the current needs of the Police Department and the community, the Community Services Bureau has been reorganized to include resources from the former Crime Impact Team. The new expanded bureau is the Community Engagement Bureau and overseen by a Lieutenant.

One component is a multidisciplinary team called the Neighborhood Engagement Team (NET) 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 500 contacts this year and facilitate shelter for 32 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 Bureau 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 bureau. These programs enable the community to become an integral part of the Police Department.

2021-2022 Goals and Objectives

- 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.
- Continue to strengthen relationships with AUSD, GUSD, MUSD, LAUSD, and the Catholic Archdiocese and identify/assist families in our community in need within our schools.
- Hire new employees with a public servant's heart with an understanding of community-oriented policing and its application.
- 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.

2020-2021 Major Accomplishments

- Created an Outreach and Housing Navigation Coordinator position to assist NET.
- The Community Services Bureau was restructured and renamed to Community Engagement Bureau. The Bureau is now overseen by a Lieutenant and staffed with two Sergeants, four part-time Community Service Officers, three Neighborhood Engagement Officers, one Detective, a Department of Mental Health Social Worker, and an Outreach and Housing Navigation Coordinator.
- Adapted to COVID-19 and held a reimagined Toy Drive during the Christmas holiday and provided toys for underprivileged children in the City.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$556,780	$568,069	$586,644	$1,133,635
Special Revenue	$1,808	$0	$0	$77,261
Enterprise	$0	$0	$0	$0
Internal Service	$178,123	$198,827	$198,827	$133,333
Total Expenditures	**$736,711**	**$766,896**	**$785,471**	**$1,344,229**

Fire Department

FY 2021-2022 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 Division Chief.

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 FY 2021-2022.

Department Budget Summary

Expenditures by Program					
Program Name	Program No.	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary
Fire Admin	3201	$562,390	$552,796	$552,796	$538,640
Fire Prevention	3205	$739,835	$613,628	$613,628	$559,664
Emergency Operations	3210	$8,859,430	$8,575,180	$8,575,180	$8,565,539
Emergency Medical Services	3220	$4,140,938	$4,030,229	$4,030,229	$3,650,034
Community Risk Reduction	3230	$245,581	$777,759	$777,759	$775,649
Code Enforcement	3240	$531,724	$662,405	$662,405	$745,637
Total Expenditures		**$15,079,899**	**$15,211,997**	**$15,211,997**	**$14,835,163**
Authorized Full-Time Equivalent Positions		**65.80**	**65.80**	**65.80**	**65.80**

Fire Department

FY 2021-2022 Preliminary Budget

Department Personnel Summary

	FY 2019-2020		FY 2020-2021		FY 2021-2022	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
FIRE - 3200						
Fire Chief	1	-	1	-	1	-
Code Enforcement Officer	4	-	4	-	4	-
Division Chief	3	-	3	-	3	-
Fire Apprentice	-	0.50	-	0.50	-	0.50
Fire Captain	12	-	12	-	12	-
Fire Clerk Typist	-	1	-	1	-	1
Fire Engineer	12	-	12	-	12	-
Fire Fighter	11	-	11	-	11	-
Fire Fighter/Paramedic	13	-	13	-	13	-
Fire Intern	-	0.50	-	0.50	-	-
Fire Marshal	1	-	1	-	1	-
Fire Prevention Permit Technician I	1	-	1	-	1	-
Fire Safety Specialist	1	-	1	-	1	0.50
Principal Management Analyst	1	-	1	-	1	-
PT EMS	-	1.80	-	1.80	-	1.80
Senior Account Clerk	1	-	1	-	1	-
Senior Clerk Typist	1	-	1	-	1	-
FIRE TOTAL	**62**	**3.80**	**62**	**3.80**	**62**	**3.80**

Funding Source by Type

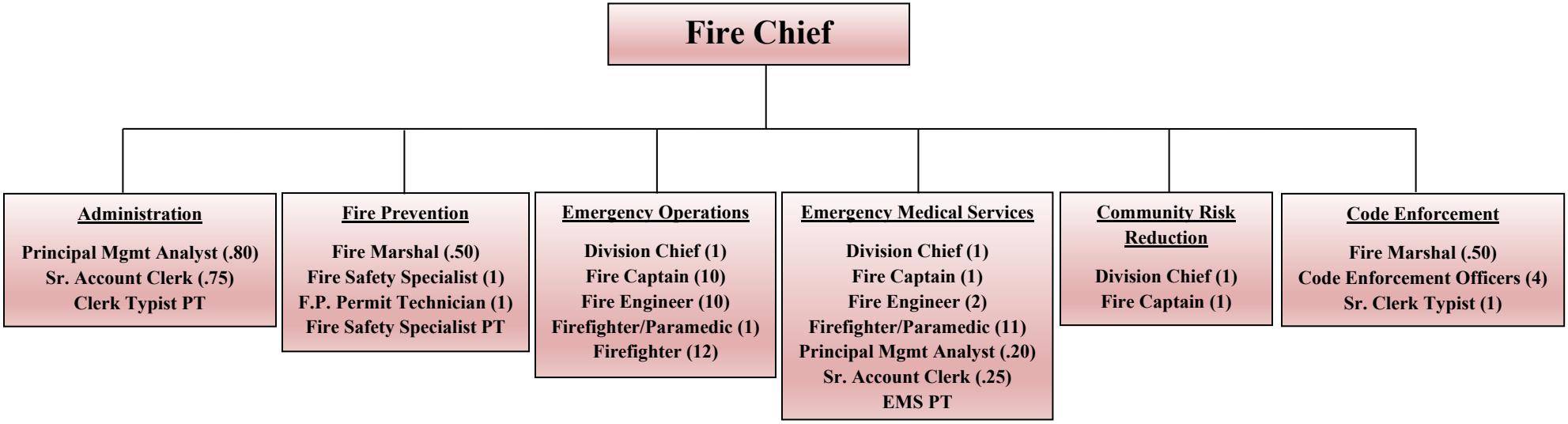
Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$11,461,874	$10,993,261	$10,993,261	$12,509,469
Special Revenue	$645,767	$647,363	$647,363	$688,990
Enterprise	$1,870	$295,784	$295,784	$355,874
Internal Service	$2,970,387	$3,275,589	$3,275,589	$1,280,830
Total	**$15,079,899**	**$15,211,997**	**$15,211,997**	**$14,835,163**

Fire Department

FY 2021-2022 Preliminary Budget

Monterey Park Fire Department

Organizational Chart



Program: Fire Administration

Program No.: 3201

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$337,704	$301,344	$301,344	$257,708
Services	$142,953	$147,102	$147,102	$161,202
Commodities	$6,081	$38,450	$38,450	$54,150
Internal Services	$75,652	$65,900	$65,900	$65,580
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$562,390**	**$552,796**	**$552,796**	**$538,640**
Authorized Full-Time Equivalent Positions	**2.85**	**2.85**	**2.85**	**2.85**

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 the City Council, is responsible for long-range planning, budgeting and personnel development. The Fire Chief is also tasked with setting and meeting specific 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 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 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 active participation in area automatic and mutual aid agreements that augment emergency resources available for single and multiple alarms in response to emergencies within the City. This is also accomplished through programs that add service through the use of volunteers and through improved life-safety programs that include the citizens we serve.

2021-2022 Goals and Objectives

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

2020-2021 Major Accomplishments

- Implemented AlertSense by communicating multiple information announcements to the community during the pandemic.
- Trained Fire Department staff to provide vaccination service during multiple community events including school districts, city events, and partnership events with community organizations.
- Applied for and awarded multiple public safety grants from various funding sources.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$424,530	$366,646	$366,646	$382,810
Special Revenue	$64,727	$106,770	$106,770	$128,397
Enterprise	$0	$0	$0	$0
Internal Service	$73,133	$79,380	$79,380	$27,433
Total Expenditures	**$562,390**	**$552,796**	**$552,796**	**$538,640**

Program: Fire Prevention

Program No.: 3205

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$558,532	$396,795	$396,795	$356,571
Services	$69,005	$78,933	$78,933	$78,933
Commodities	$11,662	$15,200	$15,200	$15,200
Internal Services	$100,635	$122,700	$122,700	$108,960
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$739,835**	**$613,628**	**$613,628**	**$559,664**
Authorized Full-Time Equivalent Positions	**3.80**	**3.60**	**3.60**	**3.60**

Programs Details

The Fire Prevention Division promotes life-saving and property protection through inspections, investigations, engineering efforts, 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 and include reviewing architectural and fire protection plans for fire safety and related technical issues, issuing fire

permits, and conducting inspections and investigations. Environmental Safety Programs mitigate hazards that may endanger or damage the environment and includes responsibilities related to hazardous materials and industrial waste.

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

2021-2022 Goals and Objectives

- Improve organizational effectiveness and efficiency: Digitize 20% of fire plans and construction documents records into an electronic format to be identified for destruction in accordance with the City's Retention Schedule to centralize the depository of fire plans and construction documents.

2020-2021 Major Accomplishments

- Incorporated the business inspection program from Fire Operations to Fire Prevention and utilized the enhanced GoMPK App to track the business inspection program online more efficiently.
- Continue to collaborate with design professionals for the Market Place Development, the Courtyard by Marriot, Best Western Hotel, and the Double Tree Hotel, and other Major Development Projects with fire permits for their dynamic fire protection systems, vapor mitigation systems, and industrial waste grease interceptors. Work in collaboration with Building, Planning, and Public Works to complete the Market Place project and other Major projects.
- Continue the weed abatement program during the pandemic and supplement with a Fire Chipper Day event during Monterey Park's Spring Cleaning Day Event.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$589,537	$522,276	$522,276	$530,351
Special Revenue	$0	$0	$0	$0
Enterprise	$0	$0	$0	$0
Internal Service	$150,298	$91,352	$91,352	$29,314
Total Expenditures	**$739,835**	**$613,628**	**$613,628**	**$559,664**

Program: Emergency Operations

Program No.: 3210

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$7,634,339	$7,248,694	$7,248,694	$6,551,573
Services	$452,992	$406,360	$406,360	$406,360
Commodities	$202,436	$207,926	$207,926	$207,926
Internal Services	$569,663	$712,200	$712,200	$1,399,680
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$8,859,430**	**$8,575,180**	**$8,575,180**	**$8,565,539**
Authorized Full-Time Equivalent Positions	**34.25**	**34.20**	**34.20**	**34.20**

Programs Details

The Emergency Operations Division is charged with the responsibility of providing fast and efficient emergency response to fires, hazardous conditions, rescues, illnesses, or any other conditions where the health, safety and welfare of the public is in jeopardy. One measurement of the capabilities of the Emergency Operations Division, typically, has been the grade assigned to the City by the Insurance Service Organization (I.S.O.). The grading schedule also considers the water system, communications, staffing, training, and facilities. This grading is used by the insurance industry to determine fire insurance rates for homeowners and businesses within the community. On a one to ten scale, with one being the most desirable, the City of Monterey Park enjoys a rating of one.

Command and control of Emergency Operations is provided on a daily basis by three shift Division Chiefs on a platoon schedule. In addition to daily emergency operations, each Division Chief performs several different staff assignments. These duties include: Emergency Medical Coordinator, Personnel Administration, Training, Disaster Preparedness Coordinator, Safety Officer and Fleet 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 standard operational guidelines and by employing and developing the most highly motivated and skilled personnel.

Specific Service Objectives are:

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

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

- Develop and implement long-range fire planning objectives for future fire suppression needs.

- 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.

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

2021-2022 Goals and Objectives

- Fire Department will implement and provide comprehensive trainings to all department members on the upgraded functionality of the recently purchased radios.

2020-2021 Major Accomplishments

- Completed purchase of upgraded radios to keep pace with new technology and interoperability with the Police Department and other jurisdictions.
- Completed hiring process and recruitment academy classes for 4 firefighters while responding to the pandemic.

- Awarded additional State Homeland Security Grant funds for Urban Search and Rescue equipment.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$6,445,853	$5,997,557	$5,997,557	$7,169,358
Special Revenue	$569,446	$540,593	$540,593	$540,593
Enterprise	$0	$0	$0	$0
Internal Service	$1,844,131	$2,037,030	$2,037,030	$855,588
Total Expenditures	**$8,859,430**	**$8,575,180**	**$8,575,180**	**$8,565,539**

Program: Emergency Medical Services

Program No.: 3220

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$3,365,367	$3,097,531	$3,097,531	$2,541,433
Services	$390,374	$477,448	$477,448	$390,911
Commodities	$94,067	$89,050	$89,050	$111,050
Internal Services	$291,130	$366,200	$366,200	$606,640
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$4,140,938**	**$4,030,229**	**$4,030,229**	**$3,650,034**
Authorized Full-Time Equivalent Positions	**17.45**	**17.45**	**17.45**	**17.45**

Programs Details

The Emergency Medical Services Division is charged with the responsibility of providing fast 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 training, education, and re-evaluation of these skills through our UCLA contracted Quality Improvement Program.

2021-2022 Goals and Objectives

- Participate in National Institute for Health study to track traumatic brain injuries and subsequent field management in partnership with UCLA Center for Prehospital Care.

2020-2021 Major Accomplishments

- Designated Quint 61 as a Paramedic Ambulance Assessment Unit in order to increase effectiveness in providing services to the City and region.
- Completed required courses to be trained to administer Covid-19 vaccines and provided Emergency Medical Services support during vaccination events throughout the community.
- Continued to develop the tactical medic program in partnership with the Police Department in order to provide improved response during joint service calls.

Funding Source by Type

Funding Sources by Type	Actual	Original Budget	Projected Budget	Preliminary Budget
General Fund	$3,376,874	$3,204,992	$3,204,992	$3,354,562
Special Revenue	$5,466	$0	$0	$20,000
Enterprise	$0	$0	$0	$0
Internal Service	$758,598	$825,237	$825,237	$275,471
Total Expenditures	**$4,140,938**	**$4,030,229**	**$4,030,229**	**$3,650,034**

Program: Community Risk Reduction

Program No.: 3230

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$147,528	$652,346	$652,346	$563,556
Services	$48,174	$65,763	$65,763	$65,763
Commodities	$26,747	$29,750	$29,750	$29,750
Internal Services	$23,132	$29,900	$29,900	$116,580
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$245,581**	**$777,759**	**$777,759**	**$775,649**
Authorized Full-Time Equivalent Positions	**1.95**	**2.20**	**2.20**	**2.20**

Programs Details

The Community Risk Reduction Division of the Fire Department has several key responsibilities that fall under two categories. The first is the development and operation 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 and disasters. The second category of this Division is Emergency Preparedness Services, which 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 an Emergency Operations Plan and Local Hazards Mitigation Plan, both of which are reviewed and approved by Cal OES and FEMA. This activity also oversees the Fire Prevention Division and the Arson Investigation Team.

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 hazards, 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.

- 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 readiness and training of City personnel to function before, during, and after a disaster.

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 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.

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 prevention, risk reduction and mitigation of those hazards.

2021-2022 Goals and Objectives

- Enhance and increase Emergency Operations Center capabilities to improve Community Risk Reduction, disaster preparedness, public communications, and trainings.

2020-2021 Major Accomplishments

- Planned a virtual Fire Service Day to provide public education and disaster preparedness training to residents and the community during the pandemic with safety precautions.
- Worked with CERT members and volunteers to identify hazards in the community that were noted for remediation and resolved several hazards in coordination with Public Works.
- Coordinated Zoom accounts for City Departments and assisted with Zoom storage logistics for City Council meetings.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$198,093	$600,002	$600,002	$701,689
Special Revenue	$6,129	$0	$0	$0
Enterprise	$0	$0	$0	$0
Internal Service	$41,359	$177,757	$177,757	$73,961
Total Expenditures	**$245,581**	**$777,759**	**$777,759**	**$775,649**

Program: Code Compliance

Program No.: 3240

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$401,751	$577,615	$577,615	$500,387
Services	$81,496	$30,610	$30,610	$30,610
Commodities	$10,125	$8,980	$8,980	$8,980
Internal Services	$38,352	$45,200	$45,200	$205,660
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$531,724**	**$662,405**	**$662,405**	**$745,637**
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 other Federal, State and County Codes.

The Code Compliance Division is responsible for maintaining high neighborhood standards through code compliance techniques which utilize zoning/land use, property maintenance, housing codes as well as 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 within 48 hours and make contact with complainants after initial inspection with their findings and suggested course of action within 72 hours.
- Proactively identify violations of the municipal code relating to zoning/land use, property maintenance, yard sales, banners, business license, signage, inoperable vehicles (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.

2021-2022 Goals and Objectives

- Improve organizational effectiveness and efficiency: Work in partnership with residents and business owners to increase civic engagement through education, raising awareness of various city resources, and promote voluntary code compliance by publishing articles in the Cascade newspaper and a brochure for distribution in the City's water bill.

2020-2021 Major Accomplishments

- Continued to collaborate with the Police Department on areas of mutual concern such as illicit residential activities and code compliance by participating in Neighborhood Watch meetings to foster community engagement, including the NICE Program.
- Developed and published property maintenance information regarding top five guidelines to help preserve neighborhoods in the Cascades Newspaper.
- Enhanced Code Compliance tracking by digitizing inspection programs on an upgraded version of GoMPK.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$426,986	$301,788	$301,788	$370,698
Special Revenue	$0	$0	$0	$0
Enterprise	$1,870	$295,784	$295,784	$355,874
Internal Service	$102,868	$64,833	$64,833	$19,064
Total Expenditures	**$531,724**	**$662,405**	**$662,405**	**$745,637**

Library Department

FY 2021-2022 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 2021-2022 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 and training; teaching English and helping residents become citizens; supporting schools and families with collections, services and partnerships; providing opportunities for knowledge and personal development through Career Center services; and preserving Monterey Park's heritage by collecting local information and materials of historical significance.

Significant Changes

Part time FTE down from 6.99 previous fiscal year to 1.38. The Library Clerk is budgeted from Passport Fund (112) and the Library Pages will be covered by cost savings by not filling the Circulation Services Supervisor. The Reference Senior Librarian will be funded at 5% from the Department of Housing and Urban Development's Community Development Block Grant funds for her work in assisting with the City's Small Business and Residential Assistance Programs.

The Library will reopen to the public Tuesday through Saturday from 1:00 p.m. to 5:00 p.m. starting May 4, 2021. Contactless Services and virtual classes and programs will be available Tuesday through Saturday from 10:00 a.m. to 5:00 p.m.

Library Department
FY 2021-2022 Preliminary Budget

Department Budget Summary

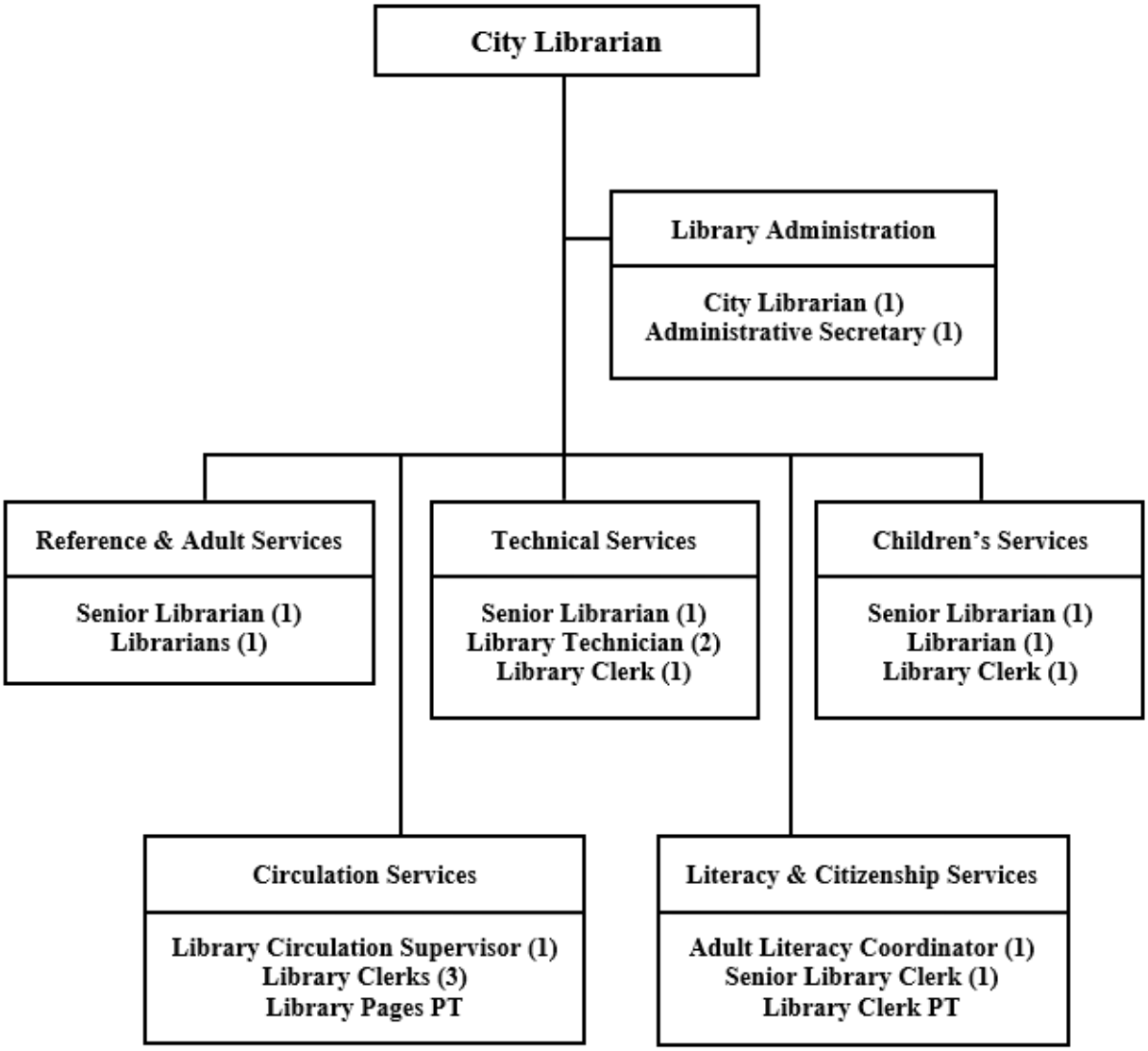
Expenditures by Program					
Program Name	Program No.	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary
Library Admin	6001	$511,385	$632,212	$632,212	$508,391
Reference & Adult Services	6002	$457,989	$443,480	$443,480	$413,729
Technical Services	6003	$546,285	$542,680	$542,680	$538,866
Circulation	6004	$457,576	$417,768	$417,768	$436,451
Literacy	6005	$280,880	$286,036	$286,036	$243,606
Children Services	6006	$306,871	$360,417	$360,417	$368,076
Total Expenditures		**$2,560,985**	**$2,682,593**	**$2,682,593**	**$2,509,118**
Authorized Full-Time Equivalent Positions		**24.99**	**24.99**	**24.99**	**19.38**

Department Personnel Summary

	FY 2019-2020		FY 2020-2021		FY 2021-2022	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
MONTEREY PARK BRUGGEMEYER LIBRARY - 6000						
City Librarian	1	-	1	-	1	-
Adult Literacy Coordinator	1	-	1	-	1	-
Janitor	-	1.60	-	1.70	-	
Librarian	3	-	3	-	3	-
Librarian	-	0.52	-	0.52	-	
Library Circulation Serv Supervisor	1	-	1	-	1	-
Library Clerk	5	-	5	-	5	-
Library Clerk	-	2.62	-	2.82	-	0.38
Library Page	-	1.95	-	1.95	-	1.00
Library Technician	2	-	2	-	2	-
Secretary	1	-	1	-	1	-
Senior Librarian	3	-	3	-	3	-
Senior Library Clerk	1	-	1	-	1	-
LIBRARY TOTAL	18.00	6.69	18.00	6.99	18.00	1.38

Department Organizational Chart

Monterey Park Bruggemeyer Library



Library Department
FY 2021-2022 Preliminary Budget

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$1,924,366	$2,019,354	$2,019,354	$2,304,048
Special Revenue	$135,514	$225,395	$225,395	$74,033
Enterprise	$0	$0	$0	$0
Internal Service	$501,105	$437,844	$437,844	$131,037
Total	**$2,560,985**	**$2,682,593**	**$2,682,593**	**$2,509,118**

Program: Library Administration

Program No.: 6001

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$327,542	$330,601	$330,601	$258,501
Services	$141,984	$261,811	$261,811	$168,550
Commodities	$13,489	$19,800	$19,800	$19,800
Internal Services	$28,370	$20,000	$20,000	$61,540
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$511,385**	**$632,212**	**$632,212**	**$508,391**
Authorized Full-Time Equivalent Positions	**3.70**	**3.70**	**3.70**	**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 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.
- 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 2021-2022 Preliminary Budget

2021-2022 Goals and Objectives

- Pilot a Pop-Up Library service to bring library card sign-up, material check out, and library programming to City parks, local schools and the Langley Senior Center; and investigate the viability of acquiring a bookmobile to extend outreach services.

2020-2021 Major Accomplishments

- Passed and implemented the Library's fine free policy which has removed barriers to access for the community.
- Migrated the Library's outdated patron and collection management software to a modern, cloud-based system which provides increased functionality and services to the public.
- Installed a curbside book drop on Ramona Avenue for patron-friendly service and convenience.
- Installed solar panels in the Library parking lot to save electricity costs and transition to clean energy.
- Replaced the Library's digital video recorder (DVR) and updated cameras for the building's security system.
- Created Twitter and Facebook accounts to publicize Library events and services and share updates with the community.

Library Department

FY 2021-2022 Preliminary Budget

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$427,787	$561,957	$561,957	$487,919
Special Revenue	$2,596	$0	$0	$0
Enterprise	$0	$0	$0	$0
Internal Service	$81,002	$70,255	$70,255	$20,472
Total Expenditures	**$511,385**	**$632,212**	**$632,212**	**$508,391**

Program: Reference and Adult Services

Program No.: 6002

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$396,793	$382,443	$382,443	$328,659
Services	$5,005	$6,162	$6,162	$5,000
Commodities	$38,728	$34,275	$34,275	$27,200
Internal Services	$17,462	$20,600	$20,600	$52,870
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$457,989**	**$443,480**	**$443,480**	**$413,729**
Authorized Full-Time Equivalent Positions	**3.65**	**3.65**	**3.65**	**3.00**

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 2019-2020	Estimated 2020-2021	Projected 2021-2022
Reference Transactions	4875	1325	2650
Adult/YA Programs Presented	117	48	75
Adult/YA Program Attendance	2858	225	1000

2021-2022 Goals and Objectives

- Develop and implement a hybrid service model to provide onsite and virtual adult and teen programs.
- Build connections and enhance the Library's presence by collaborating with community agencies and City departments and committees.

2020-2021 Major Accomplishments

- Adapted the 2020 *Get Fit While You Sit* grant from the California State Library by transitioning from an onsite to a virtual program produced in collaboration with Recreation and Community Services.
- Delivered the 2020 Women Entrepreneurs series and mental health programming virtually.
- Developed the Home Delivery Program to provide seniors and homebound residents with library materials in collaboration with Recreation and Community Services.
- Created programs including Grab and Go Craft Kits for adults and teens, Virtual Tech Help providing basic computer instruction in Cantonese, English, Mandarin, Spanish, and Vietnamese, and multilingual programs to promote library services and collections.
- Collaborated with Management Services to develop and implement the Emergency Small Business, Rental and Utility Assistance programs using the City's Community Development Block Grant funds to provide assistance to 39 businesses and 19 families.

Library Department
FY 2021-2022 Preliminary Budget

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$330,838	$250,259	$250,259	$382,046
Special Revenue	$35,843	$130,103	$130,103	$5,537
Enterprise	$0	$0	$0	$0
Internal Service	$91,307	$63,118	$63,118	$26,145
Total Expenditures	**$457,989**	**$443,480**	**$443,480**	**$413,729**

Program: Technical Services

Program No.: 6003

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$451,042	$433,151	$433,151	$382,482
Services	$68,317	$77,129	$77,129	$63,714
Commodities	$5,030	$6,500	$6,500	$6,000
Internal Services	$21,896	$25,900	$25,900	$86,670
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$546,285**	**$542,680**	**$542,680**	**$538,866**
Authorized Full-Time Equivalent Positions	**4.22**	**4.22**	**4.22**	**4.00**

Programs Details

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

- Order and receive all library materials; process invoices for print and non-print items selected for purchase by public services librarians and by the LAMP Program. Coordinate and monitor budget allocations and expenditures.
- Catalog all new purchases materials including Chinese, Korean, Japanese, Vietnamese and Spanish language titles.
- 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, repairing damaged items, relabeling, reprocessing, sending materials to the bindery as needed.
- Borrow materials via interlibrary loan and keep statistics.

PROGRAM MEASUREMENTS

	Actual 2019-20	Estimated 2020-21	Projected 2021-22
NEW CATALOG TITLES ADDED			
Books	5,716	4,500	4,500
Audio-Visual	341	400	420
Total Cataloged Titles Added	6,057	4,900	4,920
NEW ITEMS ADDED			
Cataloged Books	4,307	4,000	4,000
Cataloged Audio-Visual	404	400	420
Government Documents	1,400	1,000	1,000
Total Cataloged Items Added	6,111	5,400	5,420
Total Uncataloged Items Added	0	0	0
ITEMS PURGED	30,139	10,000	10,000
Number of materials borrowed from other libraries	7	10	10
COLLECTION TOTALS			
All Items	122,946	128,000	128,200
Cataloged Titles	112,790	118,000	118,200

Library Department
FY 2021-2022 Preliminary Budget

2021-2022 Goals and Objectives

- Improve library material accessibility for patrons and increase staff efficiency by collaborating with other libraries to share catalog records.

- Apply for the California State Library COVID-19 recovery funds to provide Chromebooks and WiFi hotpots for the public.

2020-2021 Major Accomplishments

- Migrated to a cloud based library records management system to enhance the library catalog for the public.

- Awarded Edison International's *Build 21st Century Coding and Robotics Skills for Teens and Tweens* grant to provide onsite coding classes and Prenda Coding Club, a virtual program for children and teens.

- Provided contactless printing to meet the community's needs during the COVID-19 pandemic.

- Provided free and expanded wireless access to the public during the COVID-19 pandemic.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$431,286	$440,535	$440,535	$509,447
Special Revenue	$0	$0	$0	$0
Enterprise	$0	$0	$0	$0
Internal Service	$114,999	$102,145	$102,145	$29,419
Total Expenditures	**$546,285**	**$542,680**	**$542,680**	**$538,866**

Program: Circulation

Program No.: 6004

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$415,420	$369,668	$369,668	$353,771
Services	$8,336	$8,100	$8,100	$5,110
Commodities	$1,445	$2,000	$2,000	$2,000
Internal Services	$32,375	$38,000	$38,000	$75,570
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$457,576**	**$417,768**	**$417,768**	**$436,451**
Authorized Full-Time Equivalent Positions	**6.22**	**6.22**	**6.22**	**5.00**

Programs Details

This activity is responsible for loaning all circulating print and non-print materials to eligible cardholders. Specific service objectives are to:

- 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.

PROGRAM MEASUREMENTS

ITEMS CIRCULATED	Actual 2019-20	Estimated 2020-21	Projected 2021-22
Total	128,512	21,000	60,000
Items Per Capita	2.08[1]	0.34	0.97
Weekly Hours of Operation	41	45[2]	40
Amount Saved by Borrowing Instead of Purchasing		$250,000	$750,000

[1] Population figure used for calculation: 61,828
[2] Staff available for contactless services, text and phone reference and virtual classes and programs.

LIBRARY USERS	Actual 2019-20	Estimated 2020-21	Projected 2021-22
User Visits Per Day	586	0	200
Total User Visits Per Year	175,883	0	60,000
New Cardholders Registered	1,961	480	1,000
Total Library Cardholders	39,393		
Number of Holds Fulfilled	360		

2021-2022 Goals and Objectives

- Transition services to provide both Contactless Checkout and safe, in-person checkout once the Library reopens.
- Offer library card sign-up at City events, Farmers Market and other outreach.

2020-2021 Major Accomplishments

- Established Contactless Checkout services to allow patrons to borrow library materials safely during the COVID-19 pandemic.

Library Department
FY 2021-2022 Preliminary Budget

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$364,968	$332,874	$332,874	$414,133
Special Revenue	$0	$0	$0	$0
Enterprise	$0	$0	$0	$0
Internal Service	$92,608	$84,894	$84,894	$22,318
Total Expenditures	**$457,576**	**$417,768**	**$417,768**	**$436,451**

Program: Literacy

Program No.: 6005

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$249,351	$254,127	$254,127	$206,855
Services	$4,617	$3,909	$3,909	$2,441
Commodities	$11,435	$10,000	$10,000	$5,330
Internal Services	$15,477	$18,000	$18,000	$28,980
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$280,880**	**$286,036**	**$286,036**	**$243,606**
Authorized Full-Time Equivalent Positions	**3.45**	**3.45**	**3.45**	**2.38**

Programs Details

This activity provides literacy services to adults with low literacy skills. This activity recruits and trains volunteers to tutor adults in one-to-one, small group or large class settings; assesses and provides instruction to adult learners to improve their ability to speak, read and write English in order to get a job, assist their children with school or become naturalized citizens; develops partnerships, 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 2019-20	Estimated 2020-21	Projected 2021-22
Number of Students Participating	518	200	250
Number of Student Hours	11,000	5,000	7,000
Number of Tutors	26	24	24
Number of Tutor Volunteer Hours	1,320	750	1,000
Number of Students who became U.S. Citizens	38	20	20
Number of Passports Executed	995	0	500

2021-2022 Goals and Objectives

- Expand professional development opportunities for volunteer English as a Second Language (ESL) instructors and tutors to increase effectiveness of teaching methods and lesson planning.

- Develop and implement additional distance learning opportunities to increase access to library literacy services and programs.

2020-2021 Major Accomplishments

- Developed an online registration system in four different languages that allows students to register for class at their convenience.

- Implemented a multilingual text messaging system to communicate pertinent, time sensitive updates to students.

- Transitioned ESL and Citizenship Preparation classes from onsite to virtual instruction. This ensured that current students could continue their studies and allowed new students from as far as San Francisco, Texas and New York to participate in classes.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$129,954	$148,674	$148,674	$164,249
Special Revenue	$93,562	$95,292	$95,292	$68,496
Enterprise	$0	$0	$0	$0
Internal Service	$57,364	$42,070	$42,070	$10,861
Total Expenditures	**$280,880**	**$286,036**	**$286,036**	**$243,606**

Program: Children Services

Program No.: 6006

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$265,384	$312,118	$312,118	$277,807
Services	$5,691	$599	$599	$599
Commodities	$18,693	$27,500	$27,500	$27,500
Internal Services	$17,103	$20,200	$20,200	$62,170
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$306,871**	**$360,417**	**$360,417**	**$368,076**
Authorized Full-Time Equivalent Positions	**3.75**	**3.75**	**3.75**	**3.00**

Programs Details

The Children's Services Division is responsible for the services to children, caregivers, educators and schools in the library. 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 and audiovisual 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 and work with the community and governmental groups and 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.

Program Measurements

	Actual 2019-2020	Estimated 2020-2021	Projected 2021-2022
Reference Transactions	4,200	950	2,500
Children's Programs	412	215	350
Children's Program Attendance	18,144	6,600	12,000
Children's Outreach Attendance	2,182	260	500

2021-2022 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.
- Develop and implement outdoor outreach programming to increase visibility and awareness and extend library services and programs throughout the community.

2020-2021 Major Accomplishments

- Partnered with Garvey Head Start and the Center for Autism and Related Disorders to create 40 Sensory Kits for preschool aged children with autism. Each kit contained materials to aid in at-home learning, such as Calming Cards and an Emotion Meter that assist with emotion regulation, and fidget items, such as sensory cushions and stretchy strings that provide tactile stimulation. Printed kit materials were available in languages used in the community, including English, Chinese, Spanish and Vietnamese.

- Provided virtual programming, including storytime, Music & Movement, First Chapter Friday and Mandarin Storytime, via Zoom and YouTube to meet the educational and social-emotional needs of families during the COVID-19 pandemic.
- Installed StoryWalks along walking paths at four city parks to help build children's interest in reading and encourage healthy activity for both adults and children.
- Provided monthly Take and Make craft kits to encourage creativity and provide hands-on, screen-free activities during the COVID-19 pandemic.
- Produced a virtual Read Across America Read-A-Thon featuring Library and City staff and appointed and elected officials who read titles that promote diversity, community and kindness to encourage community engagement and a love of reading.

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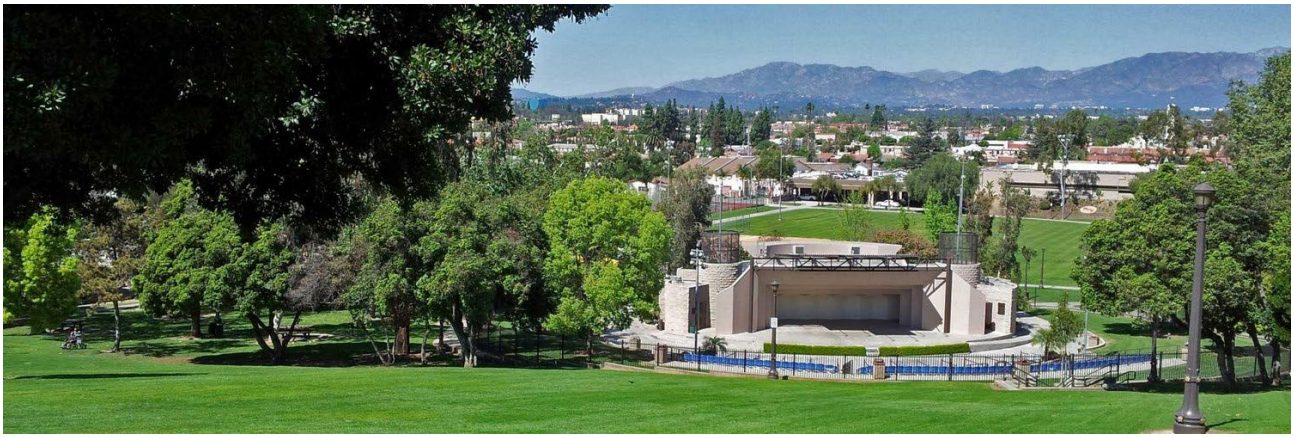
Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$239,532	$285,055	$285,055	$346,254
Special Revenue	$3,514	$0	$0	$0
Enterprise	$0	$0	$0	$0
Internal Service	$63,825	$75,362	$75,362	$21,822
Total Expenditures	**$306,871**	**$360,417**	**$360,417**	**$368,076**

Recreation and Community Services Department

FY 2021-2022 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, video/public access television and state licensed Child Care programs; oversees the publication of the CASCADES newspaper; 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 2021-2022 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

To present a balanced budget and include the return of part-time staff, the vacant position of Director of Recreation and Community Services is funded at 50% (January 2022 to June 2022), the vacant position of Administrative Secretary has been unfunded, and part-time positions have been funded at 50% capacity for FY 2021-2022.

Department Budget Summary

Expenditures by Program					
Program Name	Program No.	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budge	FY 2021-22 Preliminary
Facilities Supervision	6502	$668,942	$562,233	$562,233	$455,836
Aquatics	6503	$690,723	$497,445	$497,445	$752,028
Langley Center	6505	$472,633	$448,308	$448,308	$545,258
Childcare Activities	6506	$249,043	$181,394	$181,394	$186,509
Recreation Activities	6507	$231,684	$81,850	$81,850	$80,560
Community Participation	6508	$171,168	$228,487	$228,487	$213,098
Media Production	6509	$221,612	$226,982	$226,982	$246,503
Community Transportation	6511	$610,020	$713,118	$713,118	$693,802
Total Expenditures		**$3,315,824**	**$2,939,817**	**$2,939,817**	**$3,173,594**
Authorized Full-Time Equivalent Positions		**36.34**	**38.17**	**38.17**	**38.17**

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$2,236,970	$1,733,367	$1,733,367	$2,261,569
Special Revenue	$693,048	$790,953	$790,953	$733,940
Enterprise	$29,208	$98,660	$98,660	$108,360
Internal Service	$356,598	$316,837	$316,837	$69,726
Total	**$3,315,824**	**$2,939,817**	**$2,939,817**	**$3,173,594**

Recreation and Community Services Department

FY 2021-2022 Preliminary Budget

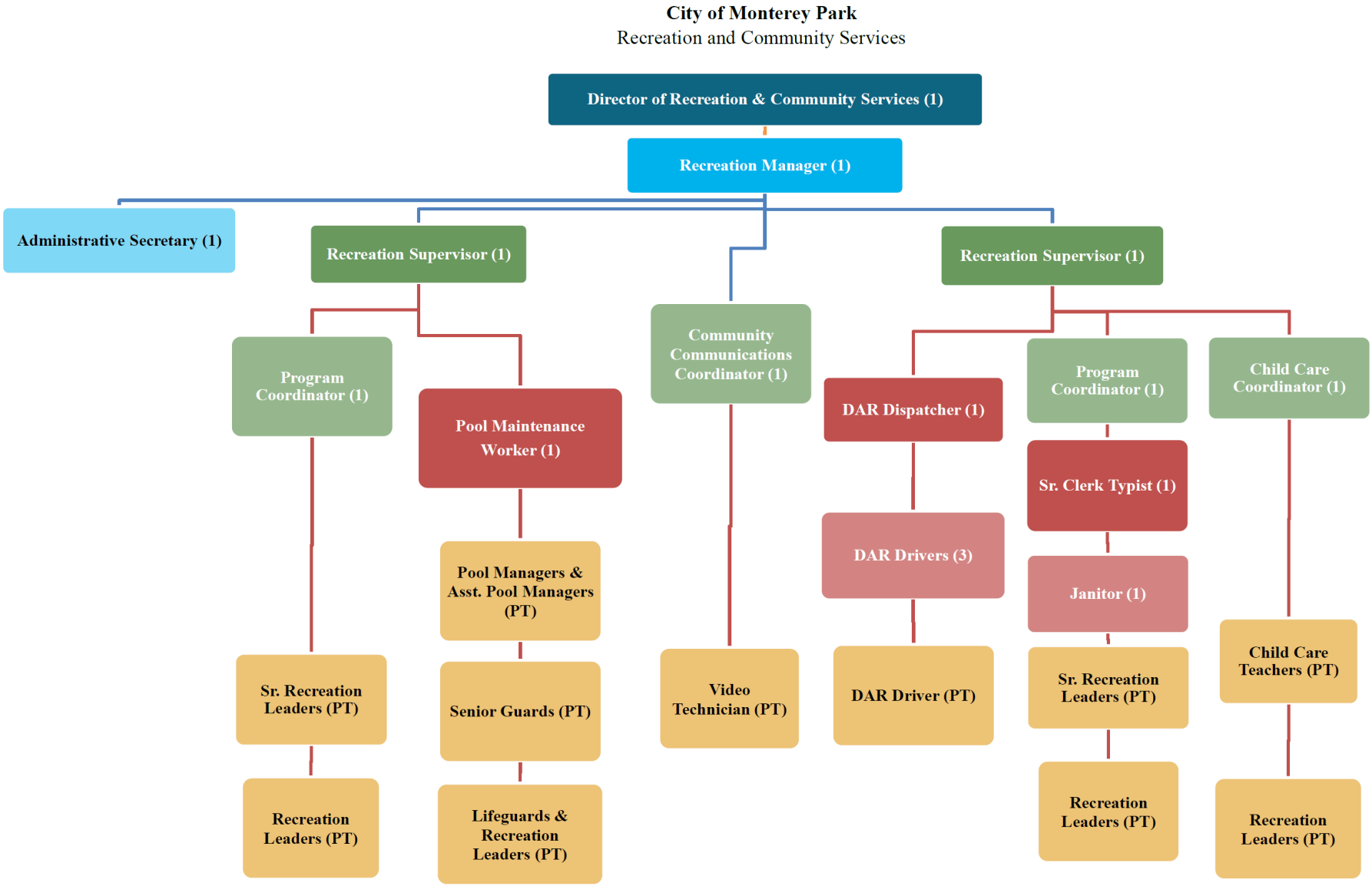
Department Personnel Summary

	FY 2019-2020		FY 2020-2021		FY 2021-2022	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
RECREATION / COMMUNITY SERVICES - 6500						
Director of Recreation/Community Services	1	-	1	-	1	-
Administrative Secretary	1	-	1	-	1	-
Assistant Pool Manager	-	0.40	-	0.40	-	0.40
Bus/Child Care Driver	3	-	3	-	3	-
Bus/Child Care Driver	-	2.00	-	2.00	-	2.00
Cashier	-	0.30	-	0.30	-	0.00
Child Care Coordinator	1	-	1	-	1	-
Child Care Teacher	-	3.40	-	3.40	-	3.40
Clerk Typist	-	0.50	-	0.50	-	0.50
Community Communications Coordinator	1	-	1	-	1	-
Dial-A-Ride Dispatcher	1	-	1	-	1	-
Janitor	1	-	1	-	1	-
Junior Lifeguard	-	0.24	-	0.24	-	0.00
Lifeguard	-	0.48	-	0.48	-	1.36
Locker Room Attendant	-	0.34	-	0.34	-	0.00
Pool Maintenance Worker	1	-	1	-	1	-
Pool Manager	-	3.54	-	3.54	-	3.54
Program Coordinator	2	-	2	-	2	-
Recreation Leader	-	8.21	-	8.04	-	8.04
Recreation Manager	1	-	1	-	1	-
Recreation Supervisor	2	-	2	-	2	-
Senior Clerk Typist	1	-	1	-	1	-
Senior Lifeguard	-	0.67	-	0.67	-	0.67
Senior Recreation Leader	-	-	-	2.00	-	2.00
Community Media Specialist	-	0.26	-	0.26	-	0.26
RECREATION / COMM. SERVICES TOTAL	**16.00**	**20.34**	**16.00**	**22.17**	**16.00**	**22.17**

Recreation and Community Services Department

FY 2021-2022 Preliminary Budget

Department Organizational Chart



Recreation and Community Services Department

FY 2021-2022 Preliminary Budget

Program: Recreation Facilities

Program No.: 6502

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budge	FY 2021-22 reliminary Budg
Salary and Benefits	$486,289	$373,224	$373,224	$244,821
Services	$82,785	$87,994	$87,994	$92,700
Commodities	$15,275	$21,515	$21,515	$20,015
Internal Services	$84,594	$79,500	$79,500	$98,300
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$668,942**	**$562,233**	**$562,233**	**$455,836**
Authorized Full-Time Equivalent Positions	**10.11**	**10.11**	**10.11**	**10.11**

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.

2021-2022 Goals and Objectives

- Relocate the Recreation and Community Services Administrative office to Barnes Park Community Center.
- Expand available locations for picnic reservations to include picnic shelters at Sierra Vista Park and Sunnyslopes Park.

2020-2021 Major Accomplishments

- Collaborated with the Public Works Department to upgrade Barnes Park amenities to include a new playground and the addition of a Fitness Court.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$527,257	$424,363	$424,363	$443,126
Special Revenue	$46,536	$57,006	$57,006	$2,515
Enterprise	$2,506	$0	$0	$0
Internal Service	$92,643	$80,864	$80,864	$10,195
Total Expenditures	**$668,942**	**$562,233**	**$562,233**	**$455,836**

Recreation and Community Services Department

FY 2021-2022 Preliminary Budget

Program: Aquatics

Program No.: 6503

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budge	FY 2021-22 eliminary Budg
Salary and Benefits	$483,290	$238,420	$238,420	$483,104
Services	$124,584	$149,235	$149,235	$149,235
Commodities	$46,167	$66,790	$66,790	$71,629
Internal Services	$36,680	$43,000	$43,000	$48,060
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$690,723**	**$497,445**	**$497,445**	**$752,028**
Authorized Full-Time Equivalent Positions	**7.02**	**8.02**	**8.02**	**8.02**

Programs Details

This activity supports the operation and maintenance of the 50-meter pool in Barnes Park and the 70' x 125' pool in George Elder Park. The pools provide opportunities for Swim Development swim instruction and public swimming. Mark Keppel High School Water Polo and Swim Team, utilize the Barnes Park pool during the school year. The Barnes 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 two swimming pools.

Recreation and Community Services Department

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2021-2022 Goals and Objectives

- Develop and implement private/semi-private instructional swim and safety classes that will comply with all updated health protocols. Include family and same household lesson options.

- Develop and implement a reservation process for the daily lap swim program at the Barnes Park pool.

2020-2021 Major Accomplishments

- Established a pool facility license agreement with local swim team, Manta Ray Parents Association for George Elder pool. The agreement enabled the swim team to continue swim development with safety protocols and helped offset operating costs of the facility.

- Repaired George Elder Park Pool filtration system and developed an annual preventative maintenance schedule with pool maintenance staff.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$608,864	$429,626	$429,626	$735,181
Special Revenue	$3,574	$2,860	$2,860	$2,860
Enterprise	$0	$0	$0	$0
Internal Service	$78,285	$64,959	$64,959	$13,988
Total Expenditures	**$690,723**	**$497,445**	**$497,445**	**$752,028**

Recreation and Community Services Department

FY 2021-2022 Preliminary Budget

Program: Senior Programs

Program No.: 6505

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$367,385	$311,659	$311,659	$365,894
Services	$51,789	$76,380	$76,380	$70,115
Commodities	$35,585	$40,169	$40,169	$40,069
Internal Services	$17,875	$20,100	$20,100	$69,180
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$472,633**	**$448,308**	**$448,308**	**$545,258**
Authorized Full-Time Equivalent Positions	**4.90**	**4.90**	**4.90**	**4.90**

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.

2021-2022 Goals and Objectives

- Establish partnerships with local organizations to expand virtual and in-person health classes and webinars.
- Develop and implement a free drive-in bingo activity in the Langley Center parking lot with a variety of prizes.

Recreation and Community Services Department

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2021-2022 Major Accomplishments

- Collaborated with local Health Organizations to provide virtual health webinars to seniors. Webinar topics included: Alzheimer's disease, Diabetes, Arthritis, Nutrition and fitness.

- Adjusted the senior lunch program by collaborating with YWCA of San Gabriel Valley and Los Angeles County Food Bank to establish a delivery of 1,100 meals to over 200 seniors weekly.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$386,552	$356,303	$356,303	$490,598
Special Revenue	$20,599	$16,869	$16,869	$34,762
Enterprise	$0	$0	$0	$0
Internal Service	$65,482	$75,136	$75,136	$19,898
Total Expenditures	**$472,633**	**$448,308**	**$448,308**	**$545,258**

Recreation and Community Services Department

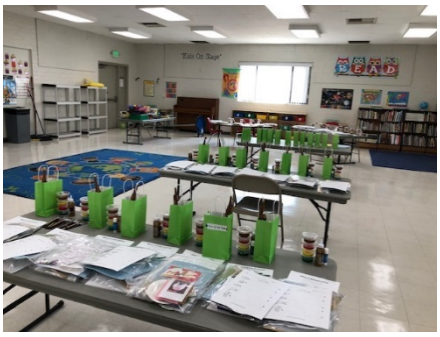
FY 2021-2022 Preliminary Budget

Program: Youth Programs

Program No.: 6506

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$204,253	$125,802	$125,802	$151,037
Services	$359	$692	$692	$692
Commodities	$9,397	$11,000	$11,000	$9,000
Internal Services	$35,033	$43,900	$43,900	$25,780
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$249,043**	**$181,394**	**$181,394**	**$186,509**
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 2021-2022 Preliminary Budget

2021-2022 Goals and Objectives

- Develop a daily health symptom checklist and establish a process to communicate ongoing health protocol updates with parents.

- Modify indoor/outdoor activities and procedures to limit sharing of items such as toys, supplies, and equipment while maintaining and encouraging social distancing through increased spacing, and small groups.

2020-2021 Major Accomplishments

- Implemented a Virtual Day Camp offering participants a bi-weekly arts & craft kits, which included all the necessary supplies to assist campers with their weekly activities and assignments.

- Implemented a Virtual Tiny Tots Program for children ages 3 through 5. Participants were provided with bi-weekly arts & craft and educational supplies, and participated in a daily Virtual session.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$201,991	$148,815	$148,815	$177,350
Special Revenue	$0	$0	$0	$0
Enterprise	$0	$0	$0	$0
Internal Service	$47,052	$32,579	$32,579	$9,159
Total Expenditures	**$249,043**	**$181,394**	**$181,394**	**$186,509**

Recreation and Community Services Department

FY 2021-2022 Preliminary Budget

Program: Recreation Programs

Program No.: 6507

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$69,676	$45,040	$45,040	$47,820
Services	$148,742	$20,310	$20,310	$20,310
Commodities	$144	$0	$0	$0
Internal Services	$13,122	$16,500	$16,500	$12,430
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$231,684**	**$81,850**	**$81,850**	**$80,560**
Authorized Full-Time Equivalent Positions	**0.80**	**1.63**	**1.63**	**1.63**

Programs Details

This activity provides the public with special interest recreation and leisure time programs and activities. Programs include Specialized Recreation Activity Classes, U.S.D.A. 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.

2021-2022 Goals and Objectives

- Coordinate virtual "Open House" for leisure class programs that allows the participants to meet instructors and learn about classes prior to enrollment.

- Recruit Fitness Court ambassadors and fitness instructors to promote exercise and hold classes at the new Barnes Park Fitness Court.

- Promote health and wellness by creating citywide free and accessible walkability routes.

2020-2021 Major Accomplishments

- Developed and implemented the MPK Virtual Recreation webpage which features a variety of activities like crafts, games, fitness, virtual field trips and educational resources.

- Developed and implemented virtual contract classes, free educational webinars and a variety of "Safe at Home" interactive activities.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$231,684	$81,850	$81,850	$80,560
Special Revenue	$0	$0	$0	$0
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$231,684**	**$81,850**	**$81,850**	**$80,560**

Recreation and Community Services Department

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Program: Special Events

Program No.: 6508

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$147,311	$140,898	$140,898	$99,499
Services	$5,520	$8,499	$8,499	$6,499
Commodities	$13,941	$73,990	$73,990	$72,390
Internal Services	$4,395	$5,100	$5,100	$34,710
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$171,168**	**$228,487**	**$228,487**	**$213,098**
Authorized Full-Time Equivalent Positions	**1.05**	**1.05**	**1.05**	**1.05**

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 Fourth of July. Special functions include Council Reorganization Functions, Farmers' Market and Community Cleanup Days. 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 city wide special events.

2021-2022 Goals and Objectives

- Reestablish in-person summer movie nights in the park utilizing updated safety protocols.

- Develop and implement a "Community Karaoke" activity during the summer at the Barnes Park Amphitheater.

2020-2021 Major Accomplishments

- Provided contactless special events throughout the year, including the Halloween Candy Caravan, Zoom calls with Santa, Lunar New Year Ox'cellent Adventure and the MPK Spring Egg Hunt.

- Incorporated contactless delivery activities that provided a fun opportunity for the community to send special gift packages during the Valentine's Day and Mother's Day holidays.

- Celebrated "Parks Make Life Better" month by hosting a city-wide scavenger hunt that encouraged participants to visit all the parks in the city and learn about each location.

Recreation and Community Services Department

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Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$125,736	$133,869	$133,869	$139,864
Special Revenue	$4,600	$1,100	$1,100	$0
Enterprise	$821	$59,290	$59,290	$65,090
Internal Service	$40,011	$34,228	$34,228	$8,144
Total Expenditures	**$171,168**	**$228,487**	**$228,487**	**$213,098**

Recreation and Community Services Department

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Program: Media Production and Communications

Program No.: 6509

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$127,196	$117,884	$117,884	$116,035
Services	$9,906	$13,180	$13,180	$13,180
Commodities	$78,605	$89,018	$89,018	$88,938
Internal Services	$5,904	$6,900	$6,900	$28,350
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$221,612**	**$226,982**	**$226,982**	**$246,503**
Authorized Full-Time Equivalent Positions	**1.26**	**1.26**	**1.26**	**1.26**

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.

Recreation and Community Services Department

FY 2021-2022 Preliminary Budget

2021-2022 Goals and Objectives

- Develop training program for recreation staff to learn basic MPK-TV operations for backup/emergency operations.

- Purchase laptop and hardware necessary to enable staff to remotely perform critical website, communications and cable TV operations in case of emergency.

2020-2021 Major Accomplishments

- Integrated Zoom-based City Council meeting teleconferences with MPK-TV cable TV, internet live streaming and YouTube channel programming. Updated City Council Chamber audio/video equipment and MPK-TV control room for Zoom conferences.

- Produced original programming for MPK-TV and streaming: Barnes Park Playground and Fitness Court Opening; Library's "Get Fit While You Sit" video exercise series for seniors; Candy Caravan; 2020 Ballot Drop Box PSA; Census 2020 Popsicle Parade; and the Fire Station 62 groundbreaking.

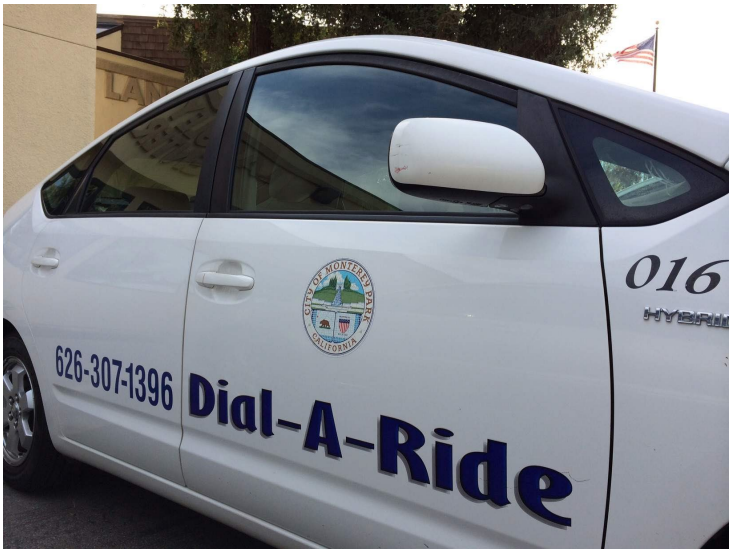
- Developed specialized content in the Cascades newspaper to address major 2020 events such as the COVID-19 pandemic, Census 2020 and the November election.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$154,887	$158,541	$158,541	$194,891
Special Revenue	$7,719	$0	$0	$0
Enterprise	$25,881	$39,370	$39,370	$43,270
Internal Service	$33,125	$29,071	$29,071	$8,342
Total Expenditures	**$221,612**	**$226,982**	**$226,982**	**$246,503**

Recreation and Community Services Department

FY 2021-2022 Preliminary Budget



Program: Community Transportation

Program No.: 6511

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budge	FY 2021-22 reliminary Budg
Salary and Benefits	$393,316	$454,530	$454,530	$373,234
Services	$63,746	$75,088	$75,088	$75,088
Commodities	$1,845	$11,000	$11,000	$11,000
Internal Services	$151,113	$172,500	$172,500	$234,480
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$610,020**	**$713,118**	**$713,118**	**$693,802**
Authorized Full-Time Equivalent Positions	**6.70**	**6.70**	**6.70**	**6.70**

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.

2021-2022 Goals and Objectives

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

2020-2021 Major Accomplishments

- Partnered with the Monterey Park Bruggemeyer Library to offer a book delivery service for seniors and home bound residents. The program offers weekly delivery and pick up of materials to Monterey Park residents.

- Updated Dial-A-Ride appointment process to include health symptom checks by the Dispatcher and Drivers.

- Expanded Dial-A-Ride geo fence by 5 miles past the city boundary for medical appointments.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$0	$0	$0	$0
Special Revenue	$610,020	$713,118	$713,118	$693,802
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$610,020**	**$713,118**	**$713,118**	**$693,802**

Public Works Department
FY 2021-2022 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.

Significant Changes

Division 4224, Enterprise Capital Projects, was previously reported under the Public Works Department. In FY2021-2022, the Enterprise Capital Projects are reported in the Capital Improvement section of the Budget Book.

Division 4209, Public Works Administration was merged with Division 4202, Street Maintenance, to expand effectiveness of the Street Maintenance Division.

A Civil Engineering Associate position has been added to assist in construction management for all capital improvement transportation projects. Cost for this position is $125,341 and will be funded from various special revenue funds.

Public Works Department
FY 2021-2022 Preliminary Budget

Department Budget Summary

Expenditures by Program					
Program Name	Program No.	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary
Community Transporation	4201	$1,262,384	$1,657,959	$1,657,959	$1,830,174
Street Maintenance	4202	$1,141,725	$1,423,555	$1,423,555	$1,320,720
Storm Drain Maintenance	4203	$199,940	$372,653	$372,653	$422,368
Sanitary Sewer Maintenance	4204	$1,475,677	$1,550,651	$1,550,651	$2,041,191
Street Cleaining	4205	$362,781	$376,678	$376,678	$358,733
Traffic Control	4206	$547,865	$638,133	$638,133	$588,579
Street Lighting	4207	$670,076	$550,497	$550,497	$539,419
Refuse Collections	4208	$5,597,988	$5,981,950	$5,981,950	$6,408,391
Building Maintenance	4210	$829,425	$965,500	$965,500	$968,300
Motor Pool Shop	4211	$2,716,930	$2,364,733	$2,364,733	$2,742,886
Engineering	4212	$1,043,467	$1,267,269	$1,267,269	$1,614,311
Planning	4213	$353,308	$393,472	$393,472	$401,675
Building & Safety	4214	$989,888	$994,292	$994,292	$974,127
Parkway Maintenance	4216	$816,819	$1,119,238	$1,119,238	$897,155
Parks	4217	$969,335	$1,214,299	$1,214,299	$1,374,086
Water Admin	4220	$244,957	$258,227	$258,227	$275,533
Water Commercial	4221	$1,061,506	$1,231,915	$1,231,915	$1,564,181
Water Production	4222	$3,515,070	$4,454,230	$4,454,230	$4,761,986
Water Distribution	4223	$3,308,315	$2,393,886	$2,393,886	$3,976,969
Well No. 5	4226	$606,181	$1,372,560	$1,372,560	$1,278,314
Well No. 12 Treatment Plant	4227	$996,500	$1,068,591	$1,068,591	$1,142,838
Well No's 1, 3, & 10	4229	$742,559	$1,051,014	$1,051,014	$1,127,980
Well No. 12 Dual Barrier	4230	$576,471	$779,080	$779,080	$819,358
Well No. 15	4231	$421,248	$559,679	$559,679	$607,302
Total Expenditures		**$30,450,419**	**$34,040,061**	**$34,040,061**	**$38,036,577**
Authorized Full-Time Equivalent Positions		**79.52**	**83.21**	**82.25**	**83.25**

Funding Sources by Type

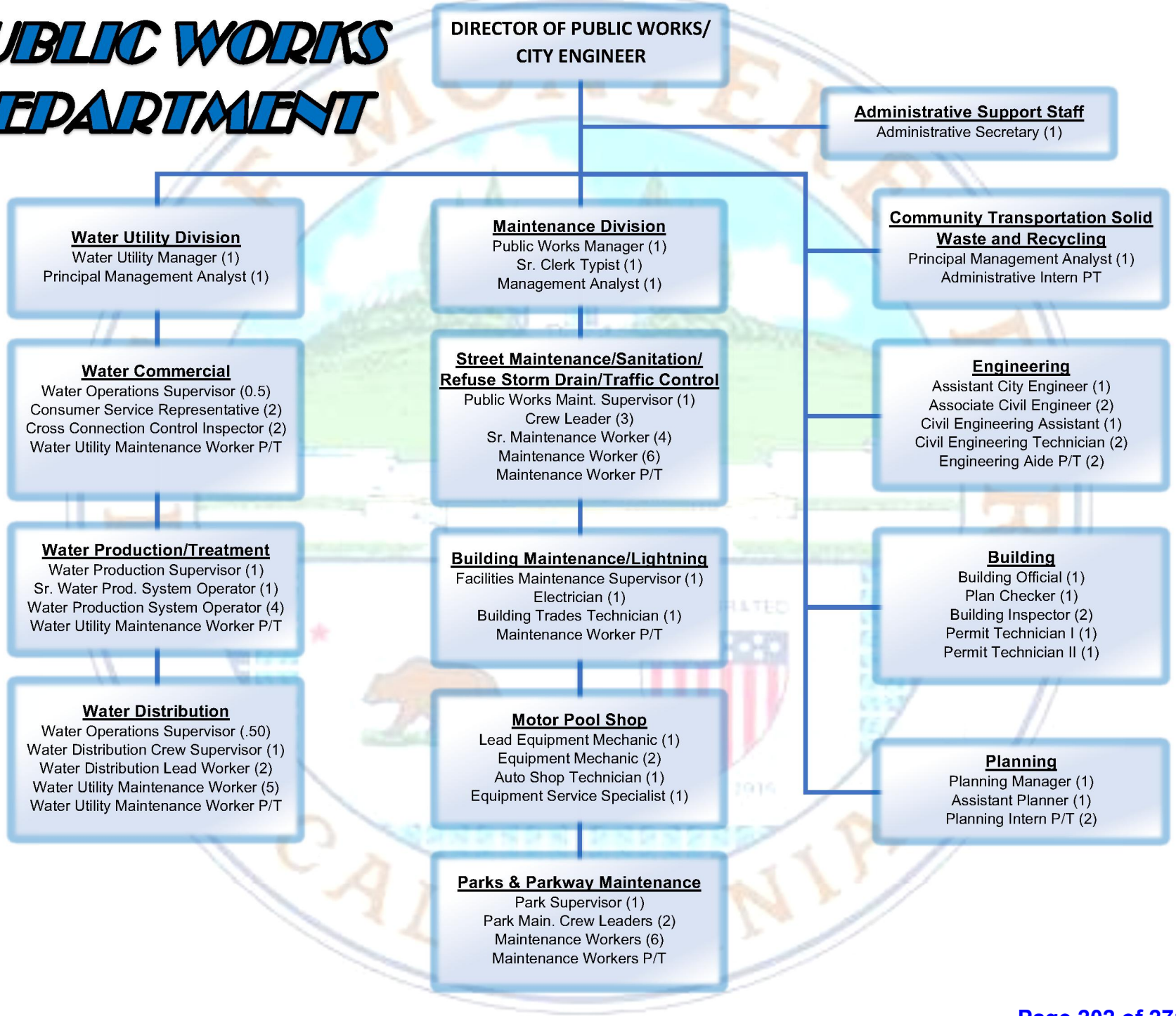
Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$3,804,351	$4,010,524	$4,010,524	$4,197,928
Special Revenue	$3,940,547	$5,224,075	$5,224,075	$5,267,782
Enterprise	$19,418,011	$22,016,590	$22,016,590	$25,734,704
Internal Service	$3,287,509	$2,788,872	$2,788,872	$2,836,162
Total	**$30,450,419**	**$34,040,061**	**$34,040,061**	**$38,036,577**

Public Works Department
FY 2021-2022 Preliminary Budget

Department Personnel Summary

PUBLIC WORKS - 4200						
Director of Public Works	1	-	1	-	1	-
Assistant City Engineer	1	-	1	-	1	-
Assistant Planner	1	-	1	-	1	-
Administrative Intern	-	-	-	0.24	-	0.24
Administrative Secretary	1	-	1	-	1	-
Auto Shop Technician	1	-	1	-	1	-
Building Inspector	2	-	2	-	2	-
Building official	1	-	1	-	1	-
Building Trades Technician	1	-	1	-	1	-
Civil Engineering Associate	2	-	2	-	3	-
Civil Engineering Assistant	1	-	1	-	1	-
Civil Engineering Technician	2	-	2	-	2	-
Clerk Typist	-	0.19	-	-	-	-
Consumer Services Representative	2	-	2	-	2	-
Crew Leader	3	-	3	-	3	-
Cross Connection Control Inspector	2	-	2	-	2	-
Electrician	1	-	1	-	1	-
Engineering Aide	-	-	-	0.96	-	0.96
Equipment Mechanic	2	-	2	-	2	-
Equipment Service Specialist						0.50
Facilities Maintenance Supervisor	1	-	1	-	1	-
Lead Equipment Mechanic	1	-	1	-	1	-
Maintenance Worker	9	7.30	9	7.96	9	6.96
Management Analyst	-	-	1	-	1	-
Park Maintenance Crew Leader	2	-	2	-	2	-
Park Maintenance Worker	3	-	3	-	3	-
Park Superintendent	1	-	-	-	-	-
Park Supervisor	1	-	1	-	1	-
Permit Technician I	1	-	1	-	1	-
Permit Technician II	1	-	1	-	1	-
Plan Checker	1	-	1	-	1	-
Planning Intern	-	-	-	0.96	-	0.96
Planning Manager	-	-	1	-	1	-
Principal Management Analyst	2	-	2	-	2	-
Public Works Maintenance Manager	1	-	1	-	1	-
Public Works Maintenance Supervisor	1	-	1	-	1	-
Senior Clerk Typist	1	-	1	-	1	-
Senior Maintenance Worker	4	-	4	-	4	-
Senior Planner	1	-	-	-	-	-
Senior Water Production System Operator	1	-	1	-	1	-
Water Distribution Crew Supervisor	1	-	1	-	1	-
Water Distribution Lead Worker	2	-	2	-	2	-
Water Operation Supervisor	1	-	1	-	1	-
Water Production Supervisor	1	-	1	-	1	-
Water Production System Operator	4	-	4	-	4	-
Water Utility Maintenance Worker	5	-	5	-	5	1.00
Water Utility Manager	1	-	1	-	1	-
Accountant	-	0.50	-	1.00	-	-
Sr. Accountant	-	-	-	-	-	0.50
PUBLIC WORKS TOTAL	**71.00**	**7.99**	**71.00**	**11.12**	**72.00**	**11.12**

PUBLIC WORKS DEPARTMENT



Program: Community Transportation

Program No.: 4201

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$74,946	$93,167	$93,167	$81,272
Services	$907,896	$1,209,692	$1,209,692	$1,250,492
Commodities	$875	$2,700	$2,700	$2,200
Internal Services	$278,667	$352,400	$352,400	$496,210
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$1,262,384**	**$1,657,959**	**$1,657,959**	**$1,830,174**
Authorized Full-Time Equivalent Positions	**0.40**	**0.64**	**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.

2021-2022 Goals and Objectives

- Continue to explore options to improve the City's transportation services to connect the Metro Gold Line, Potrero Grande, and the Market Place to meet the growing transportation needs.

2020-2021 Major Accomplishments

- The Spirit Bus service was suspended on April 9, 2020 in response to COVID-19. Staff continued to work with Metro Bus Line and Montebello Bus Line to ensure public transit is available to residents and visitors.

Program Measurements

	Actual 2019-20	Estimated 2020-21	Projected 2021-22
Proposition A Funding Incentive Program:			
*MTA National Transit Data Reporting Fund	$106,715	$105,000	$100,000
Fixed-Route Transit:			
Total Passengers	162,427	27,071	150,000
Passenger per Revenue Service Hour	8.63	1.42	7.89
Cost per Passenger	$5.16	$40.15	$7.25

* Funds received in FY 2019-20 are based on passenger trips and service miles that were provided in FY 2016-17 and those received in FY 2020-21 are based on FY 2017-18 data. FY 2021-22 funds are based on FY 2018-19 data.

Funding Sources by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$0	$0	$0	$0
Special Revenue	$1,262,384	$1,657,959	$1,657,959	$1,830,174
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$1,262,384**	**$1,657,959**	**$1,657,959**	**$1,830,174**

Public Works Department

FY 2021-2022 Preliminary Budget

Program: Street Maintenance

Program No.: 4202

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$534,507	$621,897	$621,897	$494,836
Services	$81,786	$76,008	$76,008	$119,508
Commodities	$122,843	$305,050	$305,050	$295,610
Internal Services	$337,543	$399,100	$399,100	$410,766
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$1,076,679**	**$1,402,055**	**$1,402,055**	**$1,320,720**
Authorized Full-Time Equivalent Positions	**11.71**	**10.49**	**10.49**	**10.49**

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 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 a 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.

2021-2022 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.

- Explore more efficient ways to respond quickly and fix potholes throughout the community through work methods, equipment, and improved technology via the City GoMPK system.

2020-2021 or Accomplishments

- By filling existing vacancies at the Supervisor level in the Street Department, we are firmly implementing a cross-training based rotation of divisional employees between asphalt/concrete operations, sanitary sewer operations, traffic painting/sign operations, and graffiti/clean team operations.

Funding Sources by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$433,537	$276,010	$276,010	$401,005
Special Revenue	$557,415	$1,038,259	$1,038,259	$823,508
Enterprise	$52,577	$57,215	$57,215	$85,317
Internal Service	$33,150	$30,571	$30,571	$10,890
Total Expenditures	**$1,076,679**	**$1,402,055**	**$1,402,055**	**$1,320,720**

Program: Storm Drain Maintenance

Program No.: 4203

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$63,978	$124,512	$124,512	$122,307
Services	$116,381	$221,141	$221,141	$246,141
Commodities	$1,079	$2,900	$2,900	$0
Internal Services	$18,502	$24,100	$24,100	$53,920
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$199,940**	**$372,653**	**$372,653**	**$422,368**
Authorized Full-Time Equivalent Positions	**1.12**	**1.46**	**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).

2021-2022 Goals and Objectives

- 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.

- To comply with the Total Maximum Daily Load (TMDL) requirements with a new funding source from the Safe Clean Water Program (Measure W) beginning July 2020. The City will continue to actively seek grants to assist in funding stormwater capture projects.

2020-2021 Major Accomplishments

- Completed 3rd phase of stenciling storm drain locations to comply with Los Angeles County storm water permit requirements, satisfying the regulatory requirements of the City.

- Completed the annual Trash Daily Generation Rate Study and the City achieved a reduction rate of 98.69% out of the target of 99% mandated by the California Regional Water Quality Control Board. Utilizing Measure R funds, the City continued to further reduce trash draining into the storm drain system and to maintain this high compliance rate by installing trash capture devices in remaining catch basins.

Funding Sources by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$1,079	$2,900	$2,900	$0
Special Revenue	$77,022	$135,041	$135,041	$151,404
Enterprise	$121,839	$228,541	$228,541	$269,274
Internal Service	$0	$6,171	$6,171	$1,690
Total Expenditures	**$199,940**	**$372,653**	**$372,653**	**$422,368**

Program: Sanitary Sewer Maintenance

Program No.: 4204

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$449,196	$552,016	$552,016	$593,040
Services	$40,057	$63,335	$63,335	$68,435
Commodities	$13,075	$21,000	$21,000	$24,000
Internal Services	$722,488	$914,300	$914,300	$1,040,335
Capital Outlay	$0	$0	$0	$0
Debt Service/ Other Payments	$250,861	$0	$0	$315,381
Total Expenditures	**$1,475,677**	**$1,550,651**	**$1,550,651**	**$2,041,191**
Authorized Full-Time Equivalent Positions	**5.89**	**6.77**	**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 residential and business footprint grows. The sewer system is comprised of 126 miles of main line 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 insure proper functioning of the system.
- Minimize stoppages by cleaning main line sewers that have restricted flow velocity. Clean selected lines that are known for accumulation of grease deposits. These lines are cleaned on 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.

2021-2022 Goals and Objectives

- A resumption of the Covid interrupted annual program where city manholes are sprayed and treated for rodents and insect control. The rate is approximately ½ of the locations annually.

2020-2021 Major Accomplishments

- Implementation as Standard Operating Procedure the in-house Closed-Circuit Television (CCTV) inspection practice of performing visual inspections via recording of the City's sanitary sewer main lines.

Funding Sources by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$0	$0	$0	$0
Special Revenue	$0	$0	$0	$0
Enterprise	$1,475,677	$1,550,651	$1,550,651	$2,041,191
Internal Service	$0	$0	$0	$0
Total Expenditures	**$1,475,677**	**$1,550,651**	**$1,550,651**	**$2,041,191**

Public Works Department

FY 2021-2022 Preliminary Budget

Program: Street Cleaning

Program No.: 4205

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$8,842	$9,433	$9,433	$8,208
Services	$330,570	$340,045	$340,045	$346,845
Commodities	$0	$0	$0	$0
Internal Services	$23,369	$27,200	$27,200	$3,680
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$362,781**	**$376,678**	**$376,678**	**$358,733**
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 accumulate 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.

2021-2022 Goals and Objectives

- Continue to develop a good working relationship with Athens Services Field Supervisors to increase communication and adhere to a 24-hour response time on complaints and concerns of customers.

2020-2021 Major Accomplishments

- There were 10 annual complaints received and recorded per the 19,963 households within the city limits is a complaint percentage rating of 0.1% of total city households.

Funding Sources by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$0	$0	$0	$0
Special Revenue	$362,781	$376,678	$376,678	$358,733
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$362,781**	**$376,678**	**$376,678**	**$358,733**

Program: Traffic Control

Program No.: 4206

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$135,846	$180,613	$180,613	$159,459
Services	$254,273	$265,370	$265,370	$265,570
Commodities	$69,115	$85,250	$85,250	$94,500
Internal Services	$88,631	$106,900	$106,900	$69,050
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$547,865**	**$638,133**	**$638,133**	**$588,579**
Authorized Full-Time Equivalent Positions	**1.66**	**1.81**	**1.81**	**1.81**

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.

2021-2022 Goals and Objectives

- Continue to work through the remaining phase that replaces round signpost on the blue street name signs to the square breakaway style post.

2020-2021 Major Accomplishments

- Implementation of a more balanced striping program, utilizing more varied and targeted striping options. The recent purchase of a modern sized "walk-behind" single man operated unit allows the Traffic Crew to commit personnel in more than one area of operation if required.

Funding Sources by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$183,638	$145,400	$145,400	$152,663
Special Revenue	$364,227	$492,733	$492,733	$435,916
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$547,865**	**$638,133**	**$638,133**	**$588,579**

Program: Street Lighting

Program No.: 4207

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$139,791	$124,291	$124,291	$107,833
Services	$520,588	$414,406	$414,406	$414,406
Commodities	$3,233	$3,300	$3,300	$3,500
Internal Services	$6,463	$8,500	$8,500	$13,680
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$670,076**	**$550,497**	**$550,497**	**$539,419**
Authorized Full-Time Equivalent Positions	**0.97**	**0.94**	**0.94**	**0.94**

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 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.

2021-2022 Goals and Objectives

- A feasibility study to transfer Garvey Avenue pedestrian street lighting from individual photocell to master photocell locations completed. Create a more efficient street light maintenance program.

2020-2021 Major Accomplishments

- Continued progress in updating the most current citywide street light inventory to establish a more efficient and proactive maintenance schedule.

Funding Sources by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$59,057	$50,877	$50,877	$63,863
Special Revenue	$594,585	$485,218	$485,218	$471,405
Enterprise	$0	$0	$0	$0
Internal Service	$16,434	$14,402	$14,402	$4,151
Total Expenditures	**$670,076**	**$550,497**	**$550,497**	**$539,419**

Public Works Department

FY 2021-2022 Preliminary Budget

Program: Refuse Collection

Program No.: 4208

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$84,060	$113,234	$113,234	$103,545
Services	$5,000,222	$5,216,816	$5,216,816	$5,310,261
Commodities	$1	$5,800	$5,800	$5,800
Internal Services	$512,279	$646,100	$646,100	$988,785
Capital Outlay	$0	$0	$0	$0
Debt Service	$1,427	$0	$0	$0
Total Expenditures	**$5,597,988**	**$5,981,950**	**$5,981,950**	**$6,408,391**
Authorized Full-Time Equivalent Positions	**0.57**	**0.62**	**0.62**	**0.62**

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 yard 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 disposal of large items not classified as normal household refuse.

Public education and recycling programs have been implemented to ensure that hazardous material 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."

2021-2022 Goals and Objectives

- Ensure solid waste haulers to maintain the waste diversion rates specified in the franchise agreements so that the City's overall per capita diversion rate does not exceed the State's target of five (5) pounds per person per day.

- Expand public outreach effort and implement a comprehensive program to ensure the City is in compliant with two State mandates in regard to organic wastes: Mandatory Commercial Organics Recycling (AB 1826) and Organic Waste Methane Emissions Reductions (SB 1383).

2020-2021 Major Accomplishments

- Continued to provide excellent service to both residential customers and commercial businesses.

- Organized and hosted three community bulky item drop-off events in the effort to beautify the City during the pandemic.

Funding Sources by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$0	$0	$0	$0
Special Revenue	$32,593	$32,120	$32,120	$31,261
Enterprise	$5,565,395	$5,949,830	$5,949,830	$6,377,130
Internal Service	$0	$0	$0	$0
Total Expenditures	**$5,597,988**	**$5,981,950**	**$5,981,950**	**$6,408,391**

Public Works Department

FY 2021-2022 Preliminary Budget

Program: Building Maintenance

Program No.: 4210

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$302,566	$323,314	$323,314	$281,315
Services	$257,356	$367,900	$367,900	$340,900
Commodities	$96,603	$85,000	$85,000	$85,000
Internal Services	$58,342	$68,600	$68,600	$133,820
Capital Outlay	$0	$0	$0	$0
Debt Service	$114,558	$120,686	$120,686	$127,265
Total Expenditures	**$829,425**	**$965,500**	**$965,500**	**$968,300**
Authorized Full-Time Equivalent Positions	**2.35**	**2.78**	**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.

2021-2022 Goals and Objectives

- Research and procure a facilities maintenance tracking software program to help schedule preventative maintenance tasks for all 16 City buildings. This would create a proactive maintenance system to help reduce service requests and extend the life of building systems.

- Create a comprehensive Facilities Master Plan for all 16 City buildings. This would help schedule and budget necessary improvements to the City's facilities.

- Began with Service Club and will continue with the oldest most worn systems currently serving the remaining 15 City owned structures.

2020-2021 Major Accomplishments

- Worked successfully as supplementary task support with Engineering in the completion of several large-scale projects, including the Police Locker room renovation, Women's temporary locker rooms, 2nd floor electrical panel work, and the recently completed City Hall workspace/cubicle renovation.

- Completed painting (by City staff) of a majority of the City Hall interior beginning with both floors of P.D. and continuing to other areas of the 1st floor.

Funding Sources by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$531,884	$662,621	$662,621	$656,512
Special Revenue	$2,338	$0	$0	$0
Enterprise	$253,622	$274,737	$274,737	$302,676
Internal Service	$41,582	$28,142	$28,142	$9,112
Total Expenditures	**$829,425**	**$965,500**	**$965,500**	**$968,300**

Public Works Department

FY 2021-2022 Preliminary Budget

Program: Motor Pool Shop

Program No.: 4211

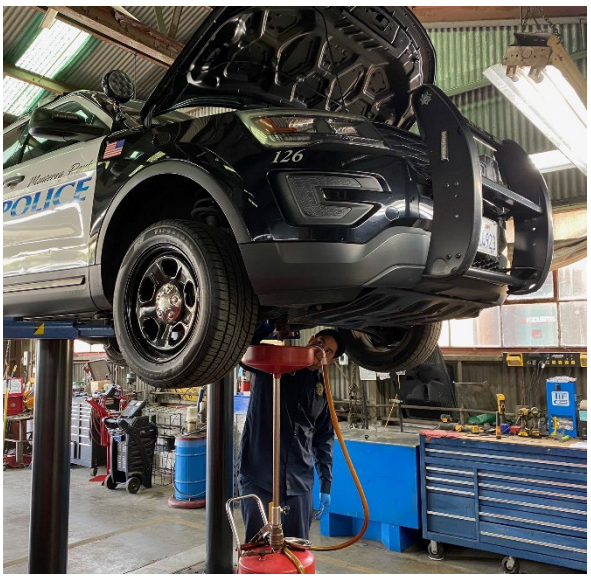
Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$475,732	$481,895	$481,895	$443,928
Services	$273,212	$336,880	$336,880	$356,880
Commodities	$542,274	$467,100	$467,100	$578,700
Internal Services	$369,905	$473,600	$473,600	$758,120
Capital Outlay	$35,672	$185,000	$185,000	$185,000
Debt Service	$1,020,136	$420,258	$420,258	$420,258
Total Expenditures	**$2,716,930**	**$2,364,733**	**$2,364,733**	**$2,742,886**
Authorized Full-Time Equivalent Positions	**4.15**	**4.68**	**4.65**	**4.65**

Programs Details

Monterey Park's motorized fleet consists of 194 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), AQMD (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.

2021-2022 Goals and Objectives

- Research and procure a new Fuel Management system, CNG delivery system, and conduct a formal review and evaluation about the cost/benefit of the operation and maintenance of our current CNG station.

- To purchase and new Jet Rodder / Vactor by March 2022 as ordered by the AQMD (2/21)

2020-2021 Major Accomplishments

- Improved overall efficiency and employee COVID-19 safety by redesigning the layout of the Fleet office floor plan. With the removal of three dedicated desk areas and a new workspace purchase, the Fleet office now provides workspace for two employees as opposed to the space used previously for four.

Funding Sources by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$0	$0	$0	$0
Special Revenue	$14,480	$67,500	$67,500	$67,500
Enterprise	$0	$0	$0	$0
Internal Service	$2,702,451	$2,297,233	$2,297,233	$2,675,386
Total Expenditures	**$2,716,930**	**$2,364,733**	**$2,364,733**	**$2,742,886**

Public Works Department
FY 2021-2022 Preliminary Budget

Program: Engineering

Program No.: 4212

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$892,347	$1,074,834	$1,074,834	$1,027,736
Services	$82,672	$122,735	$122,735	$185,735
Commodities	$10,691	$12,100	$12,100	$12,300
Internal Services	$57,757	$57,600	$57,600	$388,540
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$1,043,467**	**$1,267,269**	**$1,267,269**	**$1,614,311**
Authorized Full-Time Equivalent Positions	**7.23**	**8.19**	**8.19**	**9.19**

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 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.

2021-2022 Goals and Objectives

- Continue construction of the N. Atlantic Water and Sewer Improvements along N. Atlantic Blvd. and Garvey Ave.
- Construct Year 1 of the updated Pavement Management Program which includes pavement rehabilitation of the southeast quadrant of the City east of Garfield Avenue and south of Graves Avenue.
- Continue to pursue and be awarded transportation grants as we implement the City's Pavement Management Program and Bicycle Master Plan.

2020-2021 Major Accomplishments

- Facilitated the permitting, inspection, and general oversight of land development projects that are currently under construction and/or nearing completion.
- Completed several major facility improvement projects such as City Hall Enhancements, Police Department Locker Room Remodel, Barnes Park Playground and Fitness Court Equipment Installation, Garvey Reservoir Drainage Improvements, and Fire Station 62 Demolition and Reconstruction.

- Worked with Management Services Department in pursuing the issuance of bonds in order to fund large scale street resurfacing projects.

Program Measurements

	Actual 2019-20	Estimated 2020-21	Projected 2021-22
Capital Improvement Projects (CIP) Commenced and/or Completed	6	9	10
Dollar Value of CIP Projects Completed ($ Millions)	$4.1	$6.9	$12.5
Subdivisions Processed:			
Tentative Tract Maps	2	4	2
Tentative Parcels Maps	4	2	2
Final Tract Maps	1	3	2
Final Parcel Maps	1	3	2
Lot Line Adjustments Reviewed	0	2	2
Conditional Use Permits Reviewed	3	2	1
Variances Reviewed	0	0	0
Site and Plan Checks for Building Permits	65	64	80
Concrete, Excavation, Utilities, Transportation, Sewer, Water, Undergrounding Permits Issued	552	403	400
Grading Permits Issued	3	4	8
Traffic Engineering Issues Investigated	21	16	20

Funding Sources by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$226,164	$192,789	$192,789	$183,212
Special Revenue	$343,176	$354,939	$354,939	$539,524
Enterprise	$426,283	$712,114	$712,114	$888,558
Internal Service	$47,844	$7,427	$7,427	$3,016
Total Expenditures	**$1,043,467**	**$1,267,269**	**$1,267,269**	**$1,614,311**

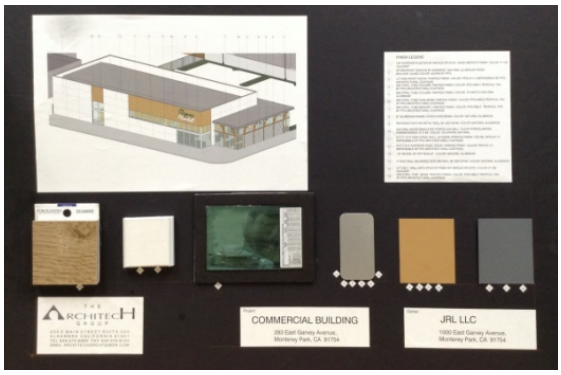
Program: Planning

Program No.: 4213

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$311,354	$325,577	$325,577	$304,584
Services	$16,130	$41,895	$41,895	$48,050
Commodities	$2,140	$5,100	$5,100	$5,900
Internal Services	$23,685	$20,900	$20,900	$43,141
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$353,308**	**$393,472**	**$393,472**	**$401,675**
Authorized Full-Time Equivalent Positions	**2.05**	**3.01**	**3.01**	**3.01**

Programs Details

The Planning Division provides staff support to the City Manager, City Council, Planning Commission and Design Review Board through formulation and administration of plans, programs, design guidelines and legislation for guiding the City's physical development in a manner consistent with the city's General Plan and the community's social, economic and environmental goals.



The Division's specific service objectives include:

- In accordance with State Law, maintaining a comprehensive and defensible General Plan, which is adopted by City Council and accurately reflects long and short-range community goals and environmental issues.

- Administers and coordinates City, State and regional land use policies, regulations and other legislation to ensure developments that are consistent with the City's standards, policies and plans and enhance the quality of the community.

- Provides technical assistance to developers and citizens in a manner, which facilitates their compliance with development standards and regulations with a minimum of inconvenience. Planning application records have been

digitally scanned to be read with computer use. Record maintenance and permit processing will be expedited by the expanded use of this system. Staff continues to process 93% of all plan checks for construction projects of developers (normally within a 72-hour period), and assist the general public in a timely manner.

- Provides the City Manager, City Council and Planning Commission accurate, timely and complete information and recommendations relative to land use and zoning applications (i.e., variances and conditional use permits, specific plans, and subdivisions), legislation, environmental review and other matters affecting land development within and in proximity to the City. Development projects are reviewed for environmental compliance pursuant to the California Environmental Quality Act (CEQA) and the City's guidelines.

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 2019-20	Estimated 2020-21	Projected 2021-22
Administrative Use Permits	0	1	8
Code Amendments	0	1	2
Conditional Use Permits	12	1	10
General Plan Amendments	0	0	1
Specific Plan	1	0	1
Parcel Maps	0	2	2
Radius Map/Mailing	18	6	10
Tentative Tract Maps	5	2	3
Time Extensions	0	0	2
Variances	0	0	0
Zone Changes	0	0	1
CEQA			
Environmental Impact Reports	0	0	0
Negative Declarations	0	0	2
Categorical Exemptions	12	6	8
DESIGN REVIEW			
Signs	6	0	5
Remodels, No increase of floor area	2	0	3
Remodels, Increase of floor area	1	0	1
New Construction < 10,000 SF	2	0	2

New Construction > 10,000 SF	0	0	3
Landscaping	0	0	1
Single-Family Residential	15	13	14
ADMINISTRATIVE APPLICATIONS:			
Banners	48	6	35
Minor Departure	0	0	1
Accessory Dwelling Units	3	7	12
Short Term Rentals	0	1	10
Site Plan Review	3	3	3
Temporary Use Permits	10	3	5
Traffic/Parking Study	0	0	1
Yard Sales	170	20	150

2021-2022 Goals and Objectives

- Continue to provide assistance to the Market Place Development with plan checks for the construction of the tenant buildings and interior remodels.

- Complete the Housing Element update (per the 6th Cycle Regional Housing Needs Assessment), Safety Element and Environmental Justice Element, Mitigated Negative Declaration, and subsequent Zoning Code Amendment.

- As a follow-up to the adopted Land Use 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.

- Continued implementation of virtual meetings and in-person appointments in accordance to CDC guidelines to provide the general public additional options in receiving assistance. Continue the implementation of electronic plan checking and plan submittal for all Planning related applications.

2020-2021 Major Accomplishments

- Completed construction for Ono Hawaiian at the Market Place. Continued project management associated with the construction of the Courtyard by Marriott, Holiday Inn Suites, and various commercial and residential projects throughout the city.

- Completed the 2040 General Plan Land Use Element (LUE) update project with Measure JJ approved by the voters in November 2021.

- In response to the COVID-19 Pandemic, Staff has transitioned from processing applications and plan checks by hard copy to electronic submittals. Staff has continued to assist the general public through email and phone communication during the City Hall closure.

Funding Sources by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$271,976	$257,474	$257,474	$272,620
Special Revenue	$485	$52,850	$52,850	$97,732
Enterprise	$97	$13,936	$13,936	$9,934
Internal Service	$80,750	$69,212	$69,212	$21,389
Total Expenditures	**$353,308**	**$393,472**	**$393,472**	**$401,675**

Program: Building & Safety

Program No.: 4214

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$775,227	$831,047	$831,047	$691,597
Services	$149,876	$96,545	$96,545	$97,700
Commodities	$6,725	$12,300	$12,300	$10,700
Internal Services	$58,060	$54,400	$54,400	$174,130
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$989,888**	**$994,292**	**$994,292**	**$974,127**
Authorized Full-Time Equivalent Positions	**6.05**	**6.05**	**6.05**	**6.05**

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 2019-20	Estimated 2019-20	Projected 2020-21
PERMITS			
Building Permits:			
a. Residential, New	*19*	*7*	*10*
b. Residential, Add/Alter	*424*	*400*	*414*
c. Non-Residential, New	*1*	*3*	*1*
d. Non-Residential, Add/Alter	*59*	*62*	*55*
e. Miscellaneous	*93*	*130*	*120*
Building Permits Total	**596**	**602**	**600**
Electrical Permits	118	210	200
Mechanical Permits	61	160	150
Plumbing Permits	93	120	120
All Permits Total	**868**	**1,092**	**1,070**
ANNUAL PERMIT VALUATION	**32 mil.**	**30 mil.**	**28 mil.**
PLAN CHECKS			
Total Number Processed	**347**	**390**	**380**
Processed In-House	9%	52%	20%
Contracted Out	91%	48%	80%
INSPECTIONS			
Construction Inspections	5,791	5000	5,200
Certificate of Occupancy	3	0	1
All Inspections Total	**5,794**	**5,000**	**5,201**

2021-2022 Goals and Objectives

- Our goal is to go digital with all our applications, reducing paper storage and cost of scanning physical documents. We will be implementing upgrades to the current permitting management software (Accela) for electronic plan check review and permits. With this implementation it will assist with backlogs and expedite the process for the applicants for plan check and permit applications.

2020-2021 Major Accomplishment

- The Building Division was able to quickly adjust the daily operations and ability to interact with the customer due to the pandemic by creating a contactless process that allows customers to submit plan check and permit applications through email. This required procedural changes that ultimately resulted in a defined and more streamlined development process. The refinement in the processing of inspection requests, plan check routing and intake of applications for development including but not limited to residential, commercial and tenant improvements continue to have an impact on the division's efficiency. A additional Permit Technician I position was also established thereby further expanding the divisions capability to assist the general public and development community.

Funding Sources by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$727,068	$735,581	$735,581	$833,214
Special Revenue	$17,871	$17,624	$17,624	$19,886
Enterprise	$51,557	$58,284	$58,284	$70,453
Internal Service	$193,392	$182,803	$182,803	$50,575
Total Expenditures	**$989,888**	**$994,292**	**$994,292**	**$974,127**

Public Works Department

FY 2021-2022 Preliminary Budget

Program: Parkway Maintenance

Program No.: 4216

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$240,960	$356,308	$356,308	$269,645
Services	$400,448	$537,430	$537,430	$562,430
Commodities	$9,803	$17,800	$17,800	$18,300
Internal Services	$165,609	$207,700	$207,700	$46,780
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$816,819**	**$1,119,238**	**$1,119,238**	**$897,155**
Authorized Full-Time Equivalent Positions	**4.00**	**3.55**	**3.55**	**3.55**

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.

2021-2022 Goals and Objectives

- Develop a new Master Tree Plan with West Coast Arborists Inc., for our 3 major boulevards, Garvey, Atlantic, and Garfield.
- The focus on the N. Atlantic corridor of Cadiz through to Newmark in removals of obtrusive and hazardous trees and trip hazards as the first phase of the Boulevard Master Tree Plan
- To maintain and improve upon our tree removal to planting ratio of 1:1.7

2020-2021 Major Accomplishments

- Through internal use of the Arbor Access Program, the City of Monterey Park was classified as the only City in California with a Hazardous Risk inventory quantity of zero. This is a unique accomplishment never achieved by any City that West Coast Arborists serves in the entire State of California. Monterey Park Staff presented our methodology behind this achievement in a JPIA workshop recently.

Funding Sources by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$489,799	$621,877	$621,877	$637,683
Special Revenue	$305,865	$480,962	$480,962	$254,531
Enterprise	$0	$0	$0	$0
Internal Service	$21,156	$16,399	$16,399	$4,942
Total Expenditures	**$816,819**	**$1,119,238**	**$1,119,238**	**$897,155**

Program: Parks

Program No.: 4217

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$561,137	$632,799	$632,799	$607,536
Services	$156,924	$242,900	$242,900	$348,400
Commodities	$42,688	$81,200	$81,200	$72,200
Internal Services	$208,586	$257,400	$257,400	$345,950
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$969,335**	**$1,214,299**	**$1,214,299**	**$1,374,086**
Authorized Full-Time Equivalent Positions	**7.69**	**7.63**	**6.07**	**6.07**

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.

2021-2022 Goals and Objectives

- Continue to review and develop viable ideas involving targeted areas for modification and improvement. These locations include the frontage roads along the east side of S. Atlantic between El Repetto & Brightwood, and S. Garfield between El Repetto and Keller.

- Remove and replace worn benches (125) and picnic tables (33) throughout City Parks.

2020-2021 Major Accomplishments

- Though the Parks activities have been hampered by Covid, Parks Staff have remained diligent in responding to various stages of closing, opening, modifying, securing, sanitizing, and maintenance of all City Parks, turf, and additionally assigned areas of operation. It has been a challenging time for Parks in general.

- Assisted both the Engineering and Recreation Depts. in the beautification of the newly renovated Barnes Play area and Workout Court.

Funding Sources by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$825,147	$1,045,595	$1,045,595	$997,158
Special Revenue	$3,446	$32,192	$32,192	$186,208
Enterprise	$0	$0	$0	$135,710
Internal Service	$140,742	$136,512	$136,512	$55,011
Total Expenditures	**$969,335**	**$1,214,299**	**$1,214,299**	**$1,374,086**

Program: Water Administration

Program No.: 4220

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$85,518	$138,078	$138,078	$113,164
Services	$117,069	$61,399	$61,399	$70,599
Commodities	$13,048	$20,950	$20,950	$21,250
Internal Services	$29,322	$37,800	$37,800	$70,520
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$244,957**	**$258,227**	**$258,227**	**$275,533**
Authorized Full-Time Equivalent Positions	**0.85**	**0.85**	**1.00**	**1.00**

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.).

2021-2022 Goals and Objectives

- Work closely with the Department of Drinking Water to complete and permit the Centralized Groundwater Treatment System and the polyfluoroalkyl substances (PFAS) treatment system. Construction of the PFAS Treatment System will tentatively be complete by the end of 2021.

- Continue the rehabilitation of wells and well motors to ensure optimal efficiency and the production of safe drinking water for the community.

- Complete Water Master Plan Capital Improvement Projects, as well as update the Water Master Plan.

2020-2021 Major Accomplishments

- Completed cleaning and inspection of four reservoirs. All city reservoirs have been cleaned and inspected.

- Secured a zero-interest $4 million loan from the San Gabriel Valley Municipal Water District (SGVMWD). Funds will be used to construct and permit the PFAS Treatment System.

- Updated information in the California Environmental Reporting System (CERS) for increased safety to the community.

Funding Sources by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$0	$0	$0	$0
Special Revenue	$408	$0	$0	$0
Enterprise	$244,549	$258,227	$258,227	$275,533
Internal Service	$0	$0	$0	$0
Total Expenditures	**$244,957**	**$258,227**	**$258,227**	**$275,533**

Program: Water Commercial

Program No.: 4221

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$604,087	$659,615	$659,615	$797,796
Services	$21,828	$50,850	$50,850	$50,850
Commodities	$120,475	$120,750	$120,750	$138,950
Internal Services	$315,116	$400,700	$400,700	$576,585
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$1,061,506**	**$1,231,915**	**$1,231,915**	**$1,564,181**
Authorized Full-Time Equivalent Positions	**5.81**	**6.07**	**6.85**	**6.85**

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.

2021-2022 Goals and Objectives

- Upgrade the Tokay software system that manages the city's backflow prevention program. Integrate the software with Billmaster - the city's water billing program - in order to update customer addresses and contact information in the backflow program database.

- Expand testing of large meters to improve billing accuracy of large water users.

- Replace water meters and install bypasses at the Children's Court and Monterey Park Hospital.

2020-2021 Major Accomplishments

- Evaluated backflow software programs to identify the best solution for the city's backflow prevention program.

- Increased size of emergency interconnection backflow assemblies by replacing 10" devices with 12" devices. This improvement increases the amount of water available for emergencies.

- Replaced old, large water meters to more accurate and reliable models.

Funding Sources by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$0	$0	$0	$0
Special Revenue	$436	$0	$0	$0
Enterprise	$1,061,070	$1,231,915	$1,231,915	$1,564,181
Internal Service	$0	$0	$0	$0
Total Expenditures	**$1,061,506**	**$1,231,915**	**$1,231,915**	**$1,564,181**

Program: Water Production

Program No.: 4222

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$72,707	$79,186	$79,186	$63,427
Services	$2,549,711	$3,215,490	$3,215,490	$3,335,190
Commodities	$142,365	$156,300	$156,300	$166,300
Internal Services	$706,111	$890,200	$890,200	$1,084,290
Capital Outlay	$0	$0	$0	$0
Debt Service	$44,176	$113,054	$113,054	$112,779
Total Expenditures	**$3,515,070**	**$4,454,230**	**$4,454,230**	**$4,761,986**
Authorized Full-Time Equivalent Positions	**0.73**	**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.

2021-2022 Goals and Objectives

- Replace Seismic Valve Controller electrical panel at Highland, La Loma, Russell, and Sombrero water storage reservoir sites for increased infrastructure safety and water supply reliability.
- Install Supervisory Control and Data Acquisition (SCADA) radio communication antenna mast at the Delta Plant facility to increase water system operational reliability.
- Rehabilitate Delta No. 4 booster pump to increase pumping reliability and efficiency.

2020-2021 Major Accomplishments

- Rehabilitated Vagabond Booster No.1 to increase pumping reliability and efficiency.
- Procured 6-inch emergency portable pumper for increased reliability during unscheduled power outages.
- Installed new 2300Volt solid-state motor starter contactor on Delta Booster No.5 for increased pumping reliability and efficiency.
- Installed new 75 Horsepower variable frequency drive unit on Sequoia Booster No.3 to increase pumping reliability and efficiency.

Funding Sources by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$0	$0	$0	$0
Special Revenue	$109	$0	$0	$0
Enterprise	$3,514,961	$4,454,230	$4,454,230	$4,761,986
Internal Service	$0	$0	$0	$0
Total Expenditures	**$3,515,070**	**$4,454,230**	**$4,454,230**	**$4,761,986**

Program: Water Distribution

Program No.: 4223

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$702,011	$775,074	$775,074	$455,238
Services	$108,193	$119,450	$119,450	$119,450
Commodities	$134,823	$140,880	$140,880	$140,880
Internal Services	$538,895	$674,600	$674,600	$895,540
Capital Outlay	$0	$0	$0	$0
Debt Service/Other Payments	$1,824,392	$683,882	$683,882	$2,365,861
Total Expenditures	**$3,308,315**	**$2,393,886**	**$2,393,886**	**$3,976,969**
Authorized Full-Time Equivalent Positions	**6.58**	**6.85**	**6.85**	**6.85**

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.

2021-2022 Goals and Objectives

- Work hand-in-hand with the Engineering Division to assist and complete Water Main Line Upgrade at North Atlantic Blvd. and Phase 2 water line and sewer improvement project. Work includes planning, strategizing shut-downs, inspections and daily support.
- Replace old deteriorating, undersized water mains with new water mains within the distribution system.
- Continue to replace old deteriorating metal air-vac covers with new composite covers.

2020-2021 Major Accomplishments

- Assisted Water Production with inspection and cleaning of 3 reservoir sites, Distribution was tasked with collecting and controlling all water runoff during the cleaning of the reservoirs while maintaining proper NPDS BMP's.
- Installed large fire and water lines for City projects or facility repairs. (Library service line leak repair, Fire station 2 water line upgrades)
- Replaced multiple water services and repaired catastrophic water main failure at 1900 block of Verde Vista Dr. under emergency orders.

Funding Sources by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$0	$0	$0	$0
Special Revenue	$926	$0	$0	$0
Enterprise	$3,307,388	$2,393,886	$2,393,886	$3,976,969
Internal Service	$0	$0	$0	$0
Total Expenditures	**$3,308,315**	**$2,393,886**	**$2,393,886**	**$3,976,969**

Program: Well No. 5

Program No.: 4226

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$243,702	$292,662	$292,662	$250,801
Services	$140,066	$372,398	$372,398	$372,513
Commodities	$39,573	$300,100	$300,100	$300,100
Internal Services	$182,839	$207,400	$207,400	$354,900
Capital Outlay	$0	$0	$0	$0
Debt Service	$1	$200,000	$200,000	$0
Total Expenditures	**$606,181**	**$1,372,560**	**$1,372,560**	**$1,278,314**
Authorized Full-Time Equivalent Positions	**2.10**	**2.19**	**2.19**	**2.19**

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.

2021-2022 Goals and Objectives

- Continue to work with Department of Drinking water to complete the permit for the Centralized Groundwater Treatment System (CGTS) to include Well No. 5 as part of the CGTS.

2020-2021 Major Accomplishments

- Continued to meet pumping requirements per South El Monte Operating Unit (SEMOU) to remediate the contaminated well.

- Performed well testing to identify potential improvements to increase water production.

Funding Sources by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$0	$0	$0	$0
Special Revenue	$0	$0	$0	$0
Enterprise	$606,181	$1,372,560	$1,372,560	$1,278,314
Internal Service	$0	$0	$0	$0
Total Expenditures	**$606,181**	**$1,372,560**	**$1,372,560**	**$1,278,314**

Program: Well No. 12 Treatment Plant

Program No.: 4227

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$297,994	$310,699	$310,699	$268,471
Services	$363,116	$352,192	$352,192	$352,307
Commodities	$163,095	$200,000	$200,000	$200,000
Internal Services	$172,295	$205,700	$205,700	$322,060
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$996,500**	**$1,068,591**	**$1,068,591**	**$1,142,838**
Authorized Full-Time Equivalent Positions	**2.18**	**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.

2021-2022 Goals and Objectives

- Work closely with the Department of Drinking Water to complete and permit the Centralized Groundwater Treatment System (CGTS), to include Well No. 12 as part of the CGTS.

2020-2021 Major Accomplishments

- Rehabilitated Air Stripping Treatment Plant Tower Pump No. 1 & No. 2 to increase pumping reliability and efficiency.
- Installed new acid injection skid system at the Air Stripper Treatment Plant for reliable water conditioning.
- Performed well testing to identify potential improvements to increase water production.

Funding Sources by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$0	$0	$0	$0
Special Revenue	$0	$0	$0	$0
Enterprise	$996,500	$1,068,591	$1,068,591	$1,142,838
Internal Service	$0	$0	$0	$0
Total Expenditures	**$996,500**	**$1,068,591**	**$1,068,591**	**$1,142,838**

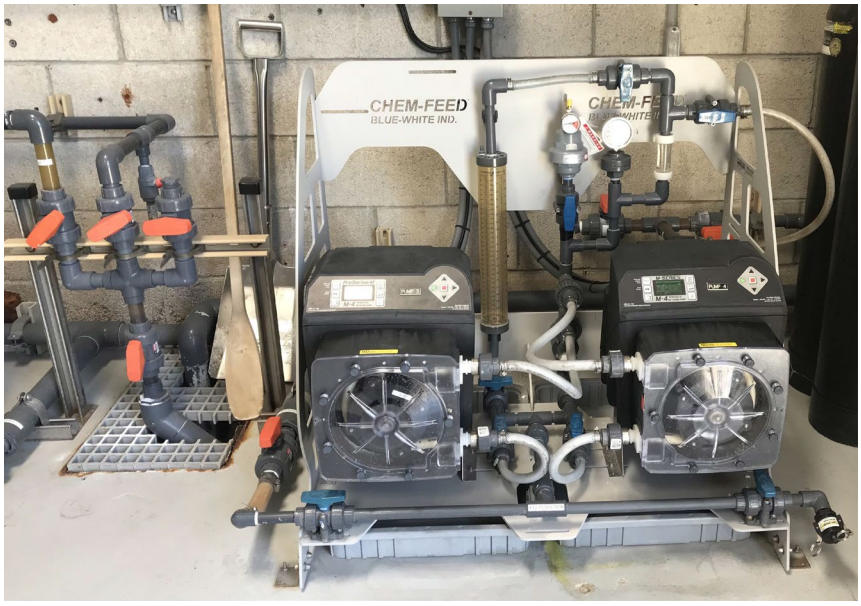
Program: Well No. 1, 3, & 10

Program No.: 4229

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$234,576	$247,290	$247,290	$217,691
Services	$76,406	$317,424	$317,424	$319,514
Commodities	$293,322	$320,000	$320,000	$320,000
Internal Services	$138,255	$166,300	$166,300	$270,775
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$742,559**	**$1,051,014**	**$1,051,014**	**$1,127,980**
Authorized Full-Time Equivalent Positions	**1.79**	**1.86**	**1.86**	**1.86**

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 2021-2022 Preliminary Budget

Funding Sources by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$0	$0	$0	$0
Special Revenue	$0	$0	$0	$0
Enterprise	$742,559	$1,051,014	$1,051,014	$1,127,980
Internal Service	$0	$0	$0	$0
Total Expenditures	**$742,559**	**$1,051,014**	**$1,051,014**	**$1,127,980**

Program: Well No. 12 Dual Barrier

Program No.: 4230

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$228,047	$235,883	$235,883	$199,671
Services	$120,528	$215,797	$215,797	$217,297
Commodities	$121,687	$200,000	$200,000	$200,000
Internal Services	$106,210	$127,400	$127,400	$202,390
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$576,471**	**$779,080**	**$779,080**	**$819,358**
Authorized Full-Time Equivalent Positions	**1.72**	**1.79**	**1.79**	**1.79**

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.

Funding Sources by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$0	$0	$0	$0
Special Revenue	$0	$0	$0	$0
Enterprise	$576,471	$779,080	$779,080	$819,358
Internal Service	$0	$0	$0	$0
Total Expenditures	**$576,471**	**$779,080**	**$779,080**	**$819,358**

Program: Well No. 15

Program No.: 4231

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$207,035	$216,872	$216,872	$195,260
Services	$136,939	$156,907	$156,907	$156,907
Commodities	$4,190	$100,000	$100,000	$100,000
Internal Services	$73,084	$85,900	$85,900	$155,135
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$0
Total Expenditures	**$421,248**	**$559,679**	**$559,679**	**$607,302**
Authorized Full-Time Equivalent Positions	**1.48**	**1.68**	**1.68**	**1.68**

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).

Funding Sources by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$0	$0	$0	$0
Special Revenue	$0	$0	$0	$0
Enterprise	$421,248	$559,679	$559,679	$607,302
Internal Service	$0	$0	$0	$0
Total Expenditures	**$421,248**	**$559,679**	**$559,679**	**$607,302**

Non-Department
FY 2021-2022 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 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary
General Liability	5101	$4,497,287	$3,565,000	$3,565,000	$4,467,275
Post-Employment	5102	$11,222,005	$11,551,230	$11,551,230	$11,927,325
Worker's Comp	8301	$3,802,412	$2,211,000	$2,211,000	$2,281,000
Total Expenditures		**$19,521,704**	**$17,327,230**	**$17,327,230**	**$18,675,600**

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$4,310,078	$5,943,600	$5,943,600	$1,736,375
Special Revenue	$541,109	$660,500	$660,500	$306,775
Enterprise	$1,069,092	$1,228,200	$1,228,200	$274,300
Internal Service	$13,579,855	$9,478,730	$9,478,730	$16,358,150
Total	**$19,500,134**	**$17,311,030**	**$17,311,030**	**$18,675,600**

Program: General Liability

Program No.: 5101

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$0	$0	$0	$0
Services	$4,222,287	$3,190,000	$3,190,000	$3,995,025
Commodities	$0	$0	$0	$0
Internal Services	$275,000	$375,000	$375,000	$468,750
Capital Outlay	$0	$0	$0	$0
Debt Service	$0	$0	$0	$3,500
Total Expenditures	**$4,497,287**	**$3,565,000**	**$3,565,000**	**$4,467,275**
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 is a member of the Independent Cities Risk Management Authority (ICRMA). Through this membership the City participates in the pooling of risk expenses and purchase of excess insurance. The City is self-insured for general liability claims and through ICRMA has acquired excess coverage from $500,000 to $40 million per occurrence.

Charges are made to all City funds to pay for operating expenses as well as to fund the outstanding liabilities of the City. FY 2021-2022 expenses are anticipated to be $4.5 million. This includes earthquake, property damage insurance, and the City's ICRMA member costs.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$137,500	$187,500	$187,500	$234,375
Special Revenue	$137,500	$187,500	$187,500	$234,375
Enterprise	$0	$0	$0	$0
Internal Service	$4,222,287	$3,190,000	$3,190,000	$3,998,525
Total Expenditures	**$4,497,287**	**$3,565,000**	**$3,565,000**	**$4,467,275**

Program: Post Employment

Program No.: 5102

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$6,104,006	$5,261,500	$5,261,500	$4,525,100
Services	$219,122	$121,500	$121,500	$65,000
Commodities	$0	$0	$0	$0
Internal Services	$3,700,000	$4,500,000	$4,500,000	$0
Capital Outlay	$0	$0	$0	$0
Debt Service	$1,198,878	$1,668,230	$1,668,230	$7,337,225
Total Expenditures	**$11,222,005**	**$11,551,230**	**$11,551,230**	**$11,927,325**
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 2021-2022 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 Massachusetts Mutual 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 Massachusetts Mutual 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 53 vested members in the Mass Mutual Plan. As for the OPEB, there are 581 inactive employees, retirees, and active employees eligible for City-paid retiree medical benefits.

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. First bond payment is scheduled for July 2021.

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 first payment of the Pension Obligation Bond Series 2021 in the amount of $7,337,225 million.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$4,172,578	$5,756,100	$5,756,100	$1,502,000
Special Revenue	$403,609	$473,000	$473,000	$72,400
Enterprise	$1,069,092	$1,228,200	$1,228,200	$274,300
Internal Service	$5,555,156	$4,077,730	$4,077,730	$10,078,625
Total Expenditures	**$11,200,435**	**$11,535,030**	**$11,535,030**	**$11,927,325**

Program: Workers' Compensation

Program No.: 8301

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
Salary and Benefits	$3,238,463	$1,516,000	$1,516,000	$1,586,000
Services	$563,949	$695,000	$695,000	$695,000
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	**$3,802,412**	**$2,211,000**	**$2,211,000**	**$2,281,000**
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 of statutory limits per occurrence (policy will pay out per W/C statue with no coverage limit) with a self-insured retention of $500,000 through the City's participation in the Independent Cities Risk Management Authority (I.C.R.M.A.). Both the Human Resources/Risk Management and Management Services Departments manage the Workers' Compensation Fund.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$0	$0	$0	$0
Special Revenue	$0	$0	$0	$0
Enterprise	$0	$0	$0	$0
Internal Service	$3,802,412	$2,211,000	$2,211,000	$2,281,000
Total Expenditures	**$3,802,412**	**$2,211,000**	**$2,211,000**	**$2,281,000**

Capital Improvement Program
FY 2021-2022 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 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary
Enterprise Captial	4224	$1,002,225	$1,600,000	$1,600,000	$4,395,000
Street Construction	5001	$1,777,067	$1,167,736	$1,167,736	$1,303,381
Community Capital Improveme	5002	$1,360,356	$751,136	$751,136	$43,326
		$4,139,648	**$3,518,872**	**$3,518,872**	**$5,741,707**

FY 2021-2022 Authorized Projects

- Enterprise Capital Projects
    - $115,000 from funds 401, 411, and 421 to perform a proposition 218 utility rate study: project number 81402.
    - $151,000 from fund 401 to cover costs for the City's Water Master Plan: project number 86007.
    - $540,000 from fund 401, the Mira Valle water project will consist of replacing approximately 1000 LF of 6-in main with a new 8-in C909 PVC pipe. The new main will provide the appropriate fire flows for emergencies: project number 99005.
    - $630,000 from fund 401, the Monterey Park golf course project will extend the existing 8-in water main at the Golf course parking lot, by adding approximately 1,600 LF of 8-in PVCO pipe.

- $1,600,000 from fund 401, for rehabilitation of two reservoirs at Russell Street. The project will consist of coating the interior of the tanks with an epoxy coating, repairing locations of rust, and replacing sacrificial anodes. The rehabilitation will add 15-20 years of life to the existing tanks.
- $160,000 from fund 411 to install parallel pipeline along Chandler Ave starting at Harding Ave to 300 feet north of the intersection.
- $615,000 from fund 411 to install 8" parallel pipeline along Emerson Ave from New Ave to Elizabeth Ave and from Orange Ave to Alhambra Ave for a total of 1,536 feet.
- $245,000 from fund 411 to reconstruct the existing 8" pipeline along Emerson Ave from Nicholson Ave to Lincoln Ave for a total length of 500 feet.
- $310,000 from fund 411 to replace existing 8-inch diameter pipeline along Gladys Ave from Emerson Ave to end of street for a total length of 700 feet.

- Street Construction Projects
  - $200,000 from fund 241 for various traffic signal upgrades; project number 96005.
  - $1,103,381 from fund 237 for various street resurfacing; project number 96008.

- Community Improvement Capital Projects
  - $43,326 from fund 205 to supplement the budget to and cover year 3 of the Agreement with Lenslock for the in-car camera system; project number 83002.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$765,071	$0	$0	$0
Special Revenue	$2,340,153	$1,868,872	$1,868,872	$1,346,707
Enterprise	$1,002,225	$1,000,000	$1,000,000	$4,395,000
Internal Service	$32,199	$650,000	$650,000	$0
Total	**$4,139,648**	**$3,518,872**	**$3,518,872**	**$5,741,707**

Program: Enterprise Capital Projects

Program No.: 4224

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary 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	$1,002,225	$1,600,000	$1,600,000	$4,395,000
Debt Service	$0	$0	$0	$0
Total Expenditures	**$1,002,225**	**$1,600,000**	**$1,600,000**	**$4,395,000**

Programs Details

This program provides for the continued capital replacement, improvement and upgrading of the Enterprise (Water, Sewer and Refuse) projects. The FY 2021-2022 community improvements include the following:

- $115,000 from funds 401, 411, and 421 to perform a proposition 218 utility rate study: project number 81402.
- $151,000 from fund 401 to cover costs for the City's Water Master Plan: project number 86007.
- $540,000 from fund 401, the Mira Valle water project will consist of replacing approximately 1000 LF of 6-in main with a new 8-in C909 PVC pipe. The new main will provide the appropriate fire flows for emergencies: project number 99005.
- $630,000 from fund 401, the Monterey Park golf course project will extend the existing 8-in water main at the Golf course parking lot, by adding approximately 1,600 LF of 8-in PVCO pipe.
- $1,600,000 from fund 401, for rehabilitation of two reservoirs at Russell Street. The project will consist of coating the interior of the tanks with an epoxy coating, repairing locations of rust, and replacing sacrificial anodes. The rehabilitation will add 15-20 years of life to the existing tanks.
- $160,000 from fund 411 to install parallel pipeline along Chandler Ave starting at Harding Ave to 300 feet north of the intersection.
- $615,000 from fund 411 to install 8" parallel pipeline along Emerson Ave from New Ave to Elizabeth Ave and from Orange Ave to Alhambra Ave for a total of 1,536 feet.

- $245,000 from fund 411 to reconstruct the existing 8" pipeline along Emerson Ave from Nicholson Ave to Lincoln Ave for a total length of 500 feet.
- $310,000 from fund 411 to replace existing 8-inch diameter pipeline along Gladys Ave from Emerson Ave to end of street for a total length of 700 feet.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$0	$0	$0	$0
Special Revenue	$0	$600,000	$600,000	$0
Enterprise	$1,002,225	$1,000,000	$1,000,000	$4,395,000
Internal Service	$0	$0	$0	$0
Total Expenditures	**$1,002,225**	**$1,600,000**	**$1,600,000**	**$4,395,000**

Program: Street Construction

Program No.: 5001

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary 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	$1,777,067	$1,167,736	$1,167,736	$1,303,381
Debt Service	$0	$0	$0	$0
Total Expenditures	**$1,777,067**	**$1,167,736**	**$1,167,736**	**$1,303,381**

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 2021-2022 street improvements include the following:

- $200,000 from Fund 241 for various traffic signal upgrades; project number 96005.
- $1,103,381 from Funds 237, 239, and 240 for various street resurfacing; project number 96008.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$0	$0	$0	$0
Special Revenue	$1,777,067	$1,167,736	$1,167,736	$1,303,381
Enterprise	$0	$0	$0	$0
Internal Service	$0	$0	$0	$0
Total Expenditures	**$1,777,067**	**$1,167,736**	**$1,167,736**	**$1,303,381**

Capital Improvement Program
FY 2021-2022 Preliminary Budget

Program: Community Improvements

Program No.: 5002

Expenditures by Character	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary 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	$1,360,356	$751,136	$751,136	$43,326
Debt Service	$0	$0	$0	$0
Total Expenditures	**$1,360,356**	**$751,136**	**$751,136**	**$43,326**

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 2021-2022 community improvements include the following:

- $43,326 from fund 205 to supplement the budget to and cover year 3 of the Agreement with Lenslock for the in-car camera system; project number 83002.

Funding Source by Type

Funding Sources by Type	FY 2019-20 Actual	FY 2020-21 Original Budget	FY 2020-21 Projected Budget	FY 2021-22 Preliminary Budget
General Fund	$765,071	$0	$0	$0
Special Revenue	$563,086	$101,136	$101,136	$43,326
Enterprise	$0	$0	$0	$0
Internal Service	$32,199	$650,000	$650,000	$0
Total Expenditures	**$1,360,356**	**$751,136**	**$751,136**	**$43,326**

Project	Fund	Project Description	Appropriation Amount	Year To Date Estimated Expenditures	FY 2020-2021 Carryover Balance	New Funding Request FY 2021-2022	Planned FY 2022-2023	Planned FY 2023-2024	Planned FY 2024-2025	Planned FY 2025-26	Total Project Needs
		Enterprise Capital Projects									
81402	401	UTILITY RATE STUDY	$13,538.22	$11,461.78	$13,538.22	$40,000.00	$0.00	$0.00	$0.00	$0.00	$53,538.22
81402	411	UTILITY RATE STUDY	$0.00	$0.00	$0.00	$50,000.00	$0.00	$0.00	$0.00	$0.00	$50,000.00
81402	421	UTILITY RATE STUDY	$25,000.00	$0.00	$25,000.00	$25,000.00	$0.00	$0.00	$0.00	$0.00	$50,000.00
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
86004	401	CITY YARD DESIGN AND ARCHITECT	$50,000.00	$0.00	$50,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$50,000.00
86004	411	CITY YARD DESIGN AND ARCHITECT	$100,000.00	$0.00	$100,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$100,000.00
86004	501	CITY YARD DESIGN AND ARCHITECT	$100,000.00	$0.00	$100,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$100,000.00
86005	411	SEWER MASTER PLAN	$100,000.00	$0.00	$100,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$100,000.00
86007	401	WATER MASTER PLAN	$100,000.00	$0.00	$100,000.00	$180,000.00	$0.00	$0.00	$0.00	$0.00	$280,000.00
88002	411	ANNUAL CCTV SEWER VIDEOTAPING	$150,000.00	$0.00	$150,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$150,000.00
89001	402	GROUNDWATER TREATMENT SYSTEM	$105,541.02	$38,597.01	$66,944.01	$0.00	$0.00	$0.00	$0.00	$0.00	$105,541.02
89001	403	GROUNDWATER TREATMENT SYSTEM	$4,837,000.00	$0.00	$4,837,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$4,837,000.00
89002	402	EMERGENCY PORTABLE PUMPER	$115,000.00	$0.00	$115,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$115,000.00
89003	401	SCADA SYSTEM RADIO REPLACEMENT	$43,750.00	$29,467.25	$14,282.75	$0.00	$0.00	$0.00	$0.00	$0.00	$43,750.00
89003	403	SCADA SYSTEM RADIO REPLACEMENT	$43,750.00	$19,361.79	$24,388.21	$0.00	$0.00	$0.00	$0.00	$0.00	$43,750.00
96001	401	N. ATLANTIC WATER/SEWER 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
96001	411	N. ATLANTIC WATER/SEWER IMPROVEMENT	$1,810,676.00	$54,801.77	$1,755,874.23	$0.00	$0.00	$0.00	$0.00	$0.00	$1,810,676.00
96001	239	N. ATLANTIC WATER/SEWER IMPROVEMENT	$300,000.00	$0.00	$300,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$300,000.00
96002	401	WATER MAIN REPLACEMENT - NORTHEAST	$3,300,000.00	$319,494.20	$2,980,505.80	$0.00	$1,000,000.00	$1,000,000.00	$1,000,000.00	$1,000,000.00	$7,300,000.00
96007	411	SEWER REPAIRS & PIPE RELINING	$609,235.00	$75,392.35	$533,842.65	$0.00	$0.00	$0.00	$0.00	$0.00	$609,235.00
96016	411	GARVEY RESERVOIR DRAINAGE IMPROVEMENT	$276,500.00	$219,292.07	$57,207.93	$0.00	$0.00	$0.00	$0.00	$0.00	$276,500.00
99001	401	LINCOLN GARVEY ATL WATER MAIN	$113,028.00	$37,027.13	$76,000.87	$0.00	$0.00	$0.00	$0.00	$0.00	$113,028.00
99005	401	MIRA VALLE WATER PROJECT	$0.00	$0.00	$0.00	$540,000.00	$0.00	$0.00	$0.00	$0.00	$540,000.00
99006	401	MPK GOLF COURSE WATER MAIN EXTENSION	$0.00	$0.00	$0.00	$630,000.00	$0.00	$0.00	$0.00	$0.00	$630,000.00
99007	401	RUSSELL STREET RESERVOIR	$0.00	$0.00	$0.00	$1,600,000.00	$0.00	$0.00	$0.00	$0.00	$1,600,000.00
99008	411	GLADYS AVENUE PIPELINE REPLACEMENT	$0.00	$0.00	$0.00	$310,000.00	$0.00	$0.00	$0.00	$0.00	$310,000.00
99009	411	CHANDLER AVENUE PIPELINE REPLACEMENT	$0.00	$0.00	$0.00	$160,000.00	$0.00	$0.00	$0.00	$0.00	$160,000.00
99010	411	EMERSON AVENUE PIPELINE RELINING	$0.00	$0.00	$0.00	$245,000.00	$0.00	$0.00	$0.00	$0.00	$245,000.00
99011	411	EMERSON AVENUE PARALLEL PIPELINE	$0.00	$0.00	$0.00	$615,000.00	$0.00	$0.00	$0.00	$0.00	$615,000.00
##	401	WELL ELECTRICAL AND PUMP STATION UPGRADES	$0.00	$0.00	$0.00	$0.00	$110,000.00	$120,000.00	$130,000.00	$140,000.00	$500,000.00
##	401	WELL REDEVELOPMENT PROGRAM	$0.00	$0.00	$0.00	$0.00	$200,000.00	$220,000.00	$220,000.00	$250,000.00	$890,000.00
##	401	WELL TELEMETERY	$0.00	$0.00	$0.00	$0.00	$55,000.00	$60,000.00	$70,000.00	$75,000.00	$260,000.00
##	401	SEISMIC RETROFIT MAIN LINES THAT CROSS ALHAMBRA WASH	$0.00	$0.00	$0.00	$0.00	$150,000.00	$150,000.00	$150,000.00	$150,000.00	$600,000.00
##	401	RUSSELL RESERVOIR CONTRUCTION & BOOSTER PUMP REPLACEMENT	$0.00	$0.00	$0.00	$0.00		$5,000,000.00	$1,000,000.00		$6,000,000.00
##	401	REPLACE DELTA SETTLING TANKS	$0.00	$0.00	$0.00	$0.00	$6,075,000.00				$6,075,000.00
##	401	REPLACE DELTA BOOSTER PUMP STATION	$0.00	$0.00	$0.00	$0.00		$5,500,000.00			$5,500,000.00
##	401	FIRE PROTECTION PIPELINE IMPROVEMENTS	$0.00	$0.00	$0.00	$0.00	$2,000,000.00	$2,000,000.00			$4,000,000.00
##	411	CURED-IN PLACE PIPE RELINING/SEWER SPOT REPAIRS - VARIOUS LOCATIONS	$0.00	$0.00	$0.00	$0.00	$570,400.00	$567,700.00	$794,600.00	$732,400.00	$2,665,100.00
##	411	PIPELINE REPLACEMENT - VARIOUS LOCATIONS	$0.00	$0.00	$0.00	$0.00	$333,600.00	$115,600.00	$474,000.00	$424,700.00	$1,347,900.00
		Enterprise Capital Projects Subtotal	**$13,312,198.24**	**$808,269.40**	**$12,515,390.62**	**$4,395,000.00**	**$10,494,000.00**	**$14,733,300.00**	**$3,838,600.00**	**$2,772,100.00**	**$49,545,198.24**

Project	Fund	Project Description	Appropriation Amount	Year To Date Estimated Expenditures	FY 2020-2021 Carryover Balance	New Funding Request FY 2021-2022	Planned FY 2022-2023	Planned FY 2023-2024	Planned FY 2024-2025	Planned FY 2025-26	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 IMPROVEMENT	$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	$96,263.00	$7,195.00	$89,068.00	$0.00	$0.00	$0.00	$0.00	$0.00	$96,263.00
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
96005	241	TRAFFIC SIGNAL UPGRADES	$230,000.00	$33,951.29	$196,048.71	$200,000.00	$0.00	$0.00	$0.00	$0.00	$430,000.00
96008	235	STREET RESURFACING	$120,000.00	$66,218.00	$53,782.00	$0.00	$0.00	$0.00	$0.00	$0.00	$120,000.00
96008	237	STREET RESURFACING	$2,472,131.50	$585,789.00	$1,886,342.50	$1,103,381.00	$1,000,000.00	$1,000,000.00	$0.00	$0.00	$5,575,512.50
96008	239	STREET RESURFACING	$1,205,162.40	$225,030.36	$980,132.04	$0.00	$0.00	$0.00	$0.00	$0.00	$1,205,162.40
96008	240	STREET RESURFACING	$1,500,000.00	$0.00	$1,500,000.00	$0.00	$500,000.00	$500,000.00	$0.00	$0.00	$2,500,000.00
96008	401	STREET RESURFACING	$75,000.00	$0.00	$75,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$75,000.00
96010	239	STORM DRAIN CATCH BASIN CPS UNITS	$95,327.00	$24,225.00	$71,102.00	$0.00	$0.00	$0.00	$0.00	$0.00	$95,327.00
96011	239	ELAC/CESAR CHAVEZ SIDEWALKS	$254,676.00	$0.00	$254,676.00	$0.00	$0.00	$0.00	$0.00	$0.00	$254,676.00
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	$2,940.00	$1,990,687.00	$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
96015	241	HSIP CYCLE SEVEN - GARFIELD TRAFFIC SIGNAL IMPROVEMENTS	$268,889.20	$5,460.00	$263,429.20	$0.00	$0.00	$0.00	$0.00	$0.00	$268,889.20
96015	401	HSIP CYCLE SEVEN - GARFIELD TRAFFIC SIGNAL IMPROVEMENTS	$86,250.00	$0.00	$86,250.00	$0.00	$0.00	$0.00	$0.00	$0.00	$86,250.00
96015	239	HSIP CYCLE SEVEN - GARFIELD TRAFFICE SIGNAL IMPROVEMENTS	$158,553.00	$0.00	$158,553.00	$0.00	$0.00	$0.00	$0.00	$0.00	$158,553.00
96015	246	HSIP CYCLE SEVEN - GARFIELD TRAFFICE SIGNAL IMPROVEMENTS	$832,500.00	$0.00	$832,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$832,500.00
96023	239	GARFIELD AVENUE CAPACITY IMPROVEMENT	$100,000.00	$0.00	$100,000.00	$0.00	$600,000.00	$0.00	$0.00	$0.00	$700,000.00
96024	239	ATLANTIC AVENUE CAPACITY IMPROVEMENT	$200,000.00	$0.00	$200,000.00	$0.00	$50,000.00	$1,650,000.00	$0.00	$0.00	$1,900,000.00
96025	239	RAMONA ROAD CAPACITY IMPROVEMENT	$375,000.00	$0.00	$375,000.00	$0.00	$200,000.00	$175,000.00	$1,000,000.00	$650,000.00	$2,400,000.00
##	239	ADAPTIVE TRAFFIC/TRAFFIC RESPONSIVE CONTROL SYSTEM	$9,000,000.00	$0.00	$9,000,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$9,000,000.00
99003	248	EAST LA SUSTAINABLE MEDIAN STORMWATER	$1,200,000.00	$0.00	$1,200,000.00	$0.00	$600,000.00	$600,000.00	$0.00	$0.00	$2,400,000.00
##	242	TRAFFIC CALMING MEASURES - CITYWIDE	$0.00	$0.00	$0.00	$0.00	$25,000.00	$25,000.00	$25,000.00	$25,000.00	$100,000.00
##	239	TRAFFIC SIGNAL BATTERY BACKUP REPLACEMENT	$0.00	$0.00	$0.00	$0.00	$30,000.00	$35,000.00	$35,000.00	$35,000.00	$135,000.00
##	239	SLURRY SEAL OF VARIOUS STREETS	$0.00	$0.00	$0.00	$0.00	$200,000.00	$150,000.00	$150,000.00	$150,000.00	$650,000.00
##	240	SLURRY SEAL OF VARIOUS STREETS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$200,000.00	$200,000.00	$400,000.00
##	236	SIDEWALK CONSTRUCTION	$0.00	$0.00	$0.00	$0.00	$115,000.00	$40,000.00	$145,000.00	$45,000.00	$345,000.00
##	239	SIDEWALK CONSTRUCTION	$0.00	$0.00	$0.00	$0.00	$222,000.00	$75,000.00	$258,000.00	$780,000.00	$1,335,000.00
		Street Construction Capital Projects Subtotal	**$26,567,834.61**	**$981,348.65**	**$25,586,485.96**	**$1,303,381.00**	**$3,542,000.00**	**$4,250,000.00**	**$1,813,000.00**	**$1,885,000.00**	**$39,361,215.61**

Project	Fund	Project Description	Appropriation Amount	Year To Date Estimated Expenditures	FY 2020-2021 Carryover Balance	New Funding Request FY 2021-2022	Planned FY 2022-2023	Planned FY 2023-2024	Planned FY 2024-2025	Planned FY 2025-26	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
83002	205	POLICE IN-CAR CAMERA SYSTEM	$250,000.00	$177,229.00	$72,771.00	$43,326.00	$0.00	$0.00	$0.00	$0.00	$293,326.00
83003	302	POLICE MOBILE DATA COMPUTER	$31,000.00	$6,032.00	$24,968.00	$0.00	$0.00	$0.00	$0.00	$0.00	$31,000.00
83999	101	POLICE EQUIPMENT	$17,681.13	$6,906.17	$10,774.96	$0.00	$0.00	$0.00	$0.00	$0.00	$17,681.13
85001	238	DIAL A RIDE ROUTE SOFTWARE	$31,197.60	$0.00	$31,197.60	$0.00	$0.00	$0.00	$0.00	$0.00	$31,197.60
85002	211	MPK TV AND VIDEO SYSTEM & EQUIPMENT	$60,836.00	$0.00	$60,836.00	$0.00	$0.00	$0.00	$0.00	$0.00	$60,836.00
87001	101	COMPREHENSIVE GENERAL PLAN	$346,632.27	$96,127.13	$250,505.14	$0.00	$0.00	$0.00	$0.00	$0.00	$346,632.27
87002	502	ACCELA UPDATE	$31,475.00	$10,226.25	$21,248.75	$0.00	$0.00	$0.00	$0.00	$0.00	$31,475.00
##	231	EQUIPMENT REPLACEMENT & REC ADMIN OFFICE	$18,000.00	$0.00	$18,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$18,000.00
91401	502	NETWORK EQUIPMENT (ERP)	$1,133,563.16	$182,711.99	$950,851.17	$0.00	$200,000.00	$200,000.00	$200,000.00	$200,000.00	$1,933,563.16
91402	502	NETWORK EQUIPMENT (ERP) PSA	$209,945.00	$9,517.50	$200,427.50	$0.00	$0.00	$0.00	$0.00	$0.00	$209,945.00
91403	502	IT NETWORK SWITCH REPLACEMENT	$85,000.00	$0.00	$85,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$85,000.00
92001	205	STATION 61 REMODELING	$420,521.09	$0.00	$420,521.09	$0.00	$0.00	$0.00	$0.00	$0.00	$420,521.09
92002	205	STATION 62 REPLACEMENT	$100,000.00	$317,810.42	-$217,810.42	$0.00	$0.00	$0.00	$0.00	$0.00	$100,000.00
92002	239	STATION 62 REPLACEMENT	$100,000.00	$38,896.56	$61,103.44	$0.00	$0.00	$0.00	$0.00	$0.00	$100,000.00
92002	240	STATION 62 REPLACEMENT	$100,000.00	$38,896.56	$61,103.44	$0.00	$0.00	$0.00	$0.00	$0.00	$100,000.00
92002	101	STATION 62 REPLACEMENT	$4,918,163.93	$1,692,989.17	$3,225,174.76	$0.00	$0.00	$0.00	$0.00	$0.00	$4,918,163.93
93001	101	POLICE LOCKER ROOM REMODEL	$754,426.00	$941,126.92	-$186,700.92	$0.00	$0.00	$0.00	$0.00	$0.00	$754,426.00
93002	322	CALOES 9-1-1 SYSTEM UPGRADE	$287,000.00	$0.00	$287,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$287,000.00
93003	101	CAD / RMS SYSTEM UPGRADES	$80,074.00	$2,689.61	$77,384.39	$0.00	$0.00	$0.00	$0.00	$0.00	$80,074.00
95001	231	BARNES PLAYGROUND RUBBERIZED	$170,100.00	$0.00	$170,100.00	$0.00	$0.00	$0.00	$0.00	$0.00	$170,100.00
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
95003	231	BARNES PLAYGROUND EQUIPMENT/SURFACE	$280,000.00	$179,375.08	$100,624.92	$0.00	$0.00	$0.00	$0.00	$0.00	$280,000.00
95004	231	BARNES FITNESS COURT INSTALL	$125,185.00	$34,815.00	$90,370.00	$0.00	$0.00	$0.00	$0.00	$0.00	$125,185.00
95005	231	LANGLEY RESTROOM ADA DOOR	$10,000.00	$0.00	$10,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$10,000.00
96003	217	VARIOUS PARKS IMPROVEMENTS	$9,497.62	$0.00	$9,497.62	$0.00	$0.00	$0.00	$0.00	$0.00	$9,497.62
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	$11,451.00	$27,780.98	$0.00	$0.00	$0.00	$0.00	$0.00	$39,231.98
96020	101	CITY HALL ENHANCEMENTS	$519,970.30	$110,487.30	$409,483.00	$0.00	$0.00	$0.00	$0.00	$0.00	$519,970.30
96021	101	MRG/COUNCIL SAFETY COUNTER	$34,960.00	$0.00	$34,960.00	$0.00	$0.00	$0.00	$0.00	$0.00	$34,960.00
##	101	MOBILE VISION FLASHBACK 3 SYSTEM	$88,323.00	$88,000.00	$323.00	$0.00	$0.00	$0.00	$0.00	$0.00	$88,323.00
##	302	POLICE MOBILE DATA COMPUTER	$31,000.00	$0.00	$31,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$31,000.00
##	205	POLICE IN-CAR CAMERA SYSTEM	$250,000.00	$61,132.00	$188,868.00	$0.00	$0.00	$0.00	$0.00	$0.00	$250,000.00
##	205	MOBILE COMMAND POST AND COMMUNICATION CENTER	$0.00	$0.00	$0.00	$0.00	$200,000.00	$0.00	$0.00	$0.00	$200,000.00
##	101	ZOLL E-SERIES CARDIAC DEFIBRILLATOR	$0.00	$0.00	$0.00	$0.00	$40,000.00	$42,000.00	$44,000.00	$44,000.00	$170,000.00
##	501	STATION 63 NEW ENGINE REPLACEMENT	$0.00	$0.00	$0.00	$0.00	$650,000.00	$0.00	$0.00	$0.00	$650,000.00
##	205	STATION 63 NEW PARAMEDIC AMBULANCE	$0.00	$0.00	$0.00	$0.00	$600,000.00	$0.00	$0.00	$0.00	$600,000.00
		Community Capital Improvement Projects Subtotal	**$11,196,107.08**	**$4,028,130.66**	**$7,167,976.42**	**$43,326.00**	**$1,690,000.00**	**$242,000.00**	**$244,000.00**	**$244,000.00**	**$13,659,433.08**

Project	Fund	Project Description	Appropriation Amount	Year To Date Estimated Expenditures	FY 2020-2021 Carryover Balance	New Funding Request FY 2021-2022	Planned FY 2022-2023	Planned FY 2023-2024	Planned FY 2024-2025	Planned FY 2025-26	Total Project Needs
TOTAL ALL FUNDS											
	101	GENERAL FUND	$11,033,742.12	$2,971,488.30	$8,062,253.82	$0.00	$40,000.00	$42,000.00	$44,000.00	$44,000.00	$11,203,742.12
	205	PUBLIC SAFETY DIF	$1,020,521.09	$556,171.42	$464,349.67	$43,326.00	$800,000.00	$0.00	$0.00	$0.00	$1,863,847.09
	211	VIDEO SERVICE FRANCHISE	$60,836.00	$0.00	$60,836.00	$0.00	$0.00	$0.00	$0.00	$0.00	$60,836.00
	217	RECREATION FUNDS	$9,497.62	$0.00	$9,497.62	$0.00	$0.00	$0.00	$0.00	$0.00	$9,497.62
	231	PUBLIC/PARKS/LIBRARY DIF	$603,285.00	$214,190.08	$389,094.92	$0.00	$0.00	$0.00	$0.00	$0.00	$603,285.00
	235	ASHALT_CONCRETE INCENTIVE	$120,000.00	$66,218.00	$53,782.00	$0.00	$0.00	$0.00	$0.00	$0.00	$120,000.00
	236	SB821 BIKEWAY	$0.00	$0.00	$0.00	$0.00	$115,000.00	$40,000.00	$145,000.00	$45,000.00	$345,000.00
	237	RMRA SB1	$2,472,131.50	$585,789.00	$1,886,342.50	$1,103,381.00	$1,000,000.00	$1,000,000.00	$0.00	$0.00	$5,575,512.50
	238	PROP A	$781,197.60	$0.00	$781,197.60	$0.00	$0.00	$0.00	$0.00	$0.00	$781,197.60
	239	MEASURE R	$12,184,981.40	$325,886.92	$11,859,094.48	$0.00	$1,302,000.00	$2,085,000.00	$1,443,000.00	$1,615,000.00	$18,629,981.40
	240	MEASURE M	$1,600,000.00	$38,896.56	$1,561,103.44	$0.00	$500,000.00	$500,000.00	$200,000.00	$200,000.00	$3,000,000.00
	241	PROP C	$498,889.20	$39,411.29	$459,477.91	$200,000.00	$0.00	$0.00	$0.00	$0.00	$698,889.20
	242	GAS TAX	$800,000.00	$0.00	$800,000.00	$0.00	$25,000.00	$25,000.00	$25,000.00	$25,000.00	$900,000.00
	245	MTA BIKE LANE CONTRUCTION GRANT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	246	HIGHWAY SAFETY IMPROV PROGRAM	$1,665,000.00	$0.00	$1,665,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$1,665,000.00
	248	MEASURE W	$1,200,000.00	$0.00	$1,200,000.00	$0.00	$600,000.00	$600,000.00	$0.00	$0.00	$2,400,000.00
	302	ASSET FORFEITURE_TREASURY	$62,000.00	$6,032.00	$55,968.00	$0.00	$0.00	$0.00	$0.00	$0.00	$62,000.00
	322	CALOES	$80,074.00	$2,689.61	$77,384.39	$0.00	$0.00	$0.00	$0.00	$0.00	$287,000.00
	375	AIR QUALITY IMPROVEMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	379	MTA MONTEREY PASS BIKE GRANT	$1,993,627.00	$2,940.00	$1,990,687.00	$0.00	$0.00	$0.00	$0.00	$0.00	$1,993,627.00
	401	WATER	$4,820,066.22	$400,824.41	$4,430,703.59	$2,990,000.00	$9,590,000.00	$14,050,000.00	$2,570,000.00	$1,615,000.00	$35,635,066.22
	402	WATER TREATMENT	$220,541.02	$38,597.01	$181,944.01	$0.00	$0.00	$0.00	$0.00	$0.00	$220,541.02
	403	WATER TREATMENT	$4,880,750.00	$19,361.79	$4,861,388.21	$0.00	$0.00	$0.00	$0.00	$0.00	$4,880,750.00
	411	SEWER	$3,046,411.00	$349,486.19	$2,696,924.81	$1,380,000.00	$904,000.00	$683,300.00	$1,268,600.00	$1,157,100.00	$8,439,411.00
	421	REFUSE	$105,680.00	$0.00	$105,680.00	$25,000.00	$0.00	$0.00	$0.00	$0.00	$130,680.00
	501	SHOP	$100,000.00	$0.00	$100,000.00	$0.00	$650,000.00	$0.00	$0.00	$0.00	$750,000.00
	502	TECHNOLOGY	$1,509,983.16	$202,455.74	$1,307,527.42	$0.00	$200,000.00	$200,000.00	$200,000.00	$200,000.00	$2,309,983.16
	GRANTS	GRANTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		TOTAL ALL FUNDS	**$50,869,213.93**	**$5,820,438.32**	**$45,060,237.39**	**$5,741,707.00**	**$15,726,000.00**	**$19,225,300.00**	**$5,895,600.00**	**$4,901,100.00**	**$102,565,846.93**

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.

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.

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 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 2020-2021	Fiscal Year 2021-2022
205	Lease Purchase	**Police CAD/RMS System**	30,000	
301		(Final date: 06/2021)	10,458	
308			114,953	
302			10,457	
		Sub-Total	165,868	
101	Lease Purchase	**SIEMENS Energy Efficiency Project**	120,685	127,265
401		(Final date: 06/2030)	683,883	721,163
		Sub-Total	804,568	848,428
401	Loan	**I-Bank La Loma/Highland Reservoirs** (Final date: 08/2030)	113,054	112,779
101	Lease Purchase	**Police Mobile Radios & System** (Final date: 09/2032)		307,745
362	Note	**HUD Section 108** (Final date: 08/2022)	508,886	527,175
506	Bonds	**Pension Obligation Bonds 2004**	1,168,230	
		Pension Obligation Bonds 2021 Series A Merge with 2004 POBs (Final date: 06/2043)		7,337,225
501	Lease Purchase	**Fire Ladder & Engine Trucks** (Final date: 09/2025)	420,258	420,258
		Sub-Total	2,210,428	8,705,182
		Total	3,180,864	$9,553,610