

MID YEAR REVIEW REPORT

City of Monterey Park

Fiscal Year 2013 - 2014



**Mid Year Review Report
For the 2013-14 Fiscal Year**

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**City of Monterey Park
Midyear Budget Report
2013-2014**

January 15, 2014

The Nation and State Fiscal Development

The U.S. economy has continued to grow, albeit modestly. Home and car sales have resurged. Inflation remains extraordinarily low and the 2013 has been a fantastic year for stocks. The Federal Reserve decided to start curtailing its unprecedented monetary stimulus, based on the strength of recent signals from the economy. The projected unemployment for 2014 will be in a range between 6.3 and 6.6 percent. Americans stayed upbeat about economic prospects amid gains in household wealth, which reflect higher home values and record stock prices, and an improving labor market.

As the largest economy in the nation, for the first time in nearly a decade, California is collecting more revenue than it is spending and the State Officials have predicted a \$2.2-billion surplus when the current fiscal year ends in June. It is thanks to the passage of Proposition 30 last year and the improving economy. State lawmakers are set to tackle water issues, prison overcrowding, and a budget balance debate in mid-January.

Local Economy

For the past several years, the City took extraordinary measures, such as furloughs and salary caps, layoffs and hiring freezes, consolidation of unnecessary units, outsourcing and elimination of certain functions, to meet the extraordinary economic recession challenges and the City made great efforts to explain those measures to earn the City Council and the public's support and confidence. Specifically, after the elimination of our redevelopment agency by the State, the City has to rely on its General Fund to pursue its economic development tasks.

The City's financial prospects, similar to the nation's, are brightening. Recently, it has shown positive signs of economic recovery based on interest in development within the City. In November 2013, the Council approved a 127,000 square foot self storage project, which will generate building permit and license revenues for the City. The City is currently working with the developer of the Monterey Park Market Place project to help facilitate the purchase of the property so that the community can finally see development of this regional power center.

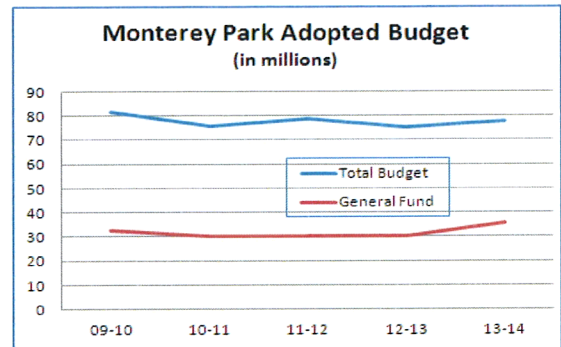
In addition, there has also been interest by the Hotel Industry to possibly establish three new hotels. Lastly, there are two main stream home builders seeking to develop new residential communities in the City. Although these projects will take a number of years to come to fruition, these activities are a bright sign for the City's financial future.

Monterey Park's Budget Review

The total 2013-14 adopted budget is \$77.7 million, a challenging and prudent spending plan, which reflects the miscellaneous employees' concession for an 8.75 percent furlough and a one-time major capital improvement budget of \$3.2 million for the park improvement master plan projects. In November 2013, the Council approved furlough eliminations, thus full-time miscellaneous

employees will return to a 40 hour per week schedule as of April 1, 2014. Increased personnel costs will be offset by vacant positions, unemployment cost savings, and the use of one-time funds. Table 1 below displays a five-year adopted budget history. Please note that the Redevelopment Agency was dissolved on February 1, 2012.

This Midyear Review incorporates the policy direction of the City Council for services and programs to address the needs of the community as identified during the first half of this fiscal year. In preparing for the 2014-15 budget, the City continues striving to reduce expenses and manage revenues. The City will be realistic with the cost to provide basic services, evaluate economic development opportunities and costs, and maintain our legal commitments. All revenue projections are based on a very conservative approach.



General Fund Midyear Overview

The General Fund's total budget is \$35.8 million from which the City pays for services commonly associated with local government, specifically police and fire, library, parks, and public works services. It is important to note that all of the strategies implemented over the last three years have begun to take root and helped the City sustain economic downturns as well as achieve a balanced General Fund budget.

General Fund Revenues

The estimated net General Fund revenues, \$32.6 million, plus a Council authorized transfer from the General Fund Capital Improvement Reserve of \$3.2 million, total \$35.8 million for 2013-14. As for 2014-15, the projected revenues are \$33.5 million. Table 2 below is a summary of General Fund revenues. The City's two largest revenue sources, Property and Sales taxes, account for an average of 58% of the net General Fund revenues. Because of the dissolution of redevelopment agencies, the property tax revenue category for 2013-14 and 2014-15 continues receipts of the ABx1 26 residual property tax distributions from the County.

General Fund Revenues (Table 2)

(Amounts in 000s)	2013-14 Approved	2013-14 Estimated	2014-15 Projected
Property Tax	\$14,135	\$14,287	\$14,487
Sales Tax	4,820	4,965	5,065
Utility Tax	3,100	3,050	3,100
Other Taxes	1,948	2,098	2,099
Licenses & Permits	2,022	1,857	2,008
Service Charges	4,280	4,211	4,584
Other Revenue	1,940	2,131	2,192
Transfers-Capital Reserve	3,157	3,157	
Total	\$35,402	\$35,756	\$33,535

Property Tax The property tax is imposed on real and personal property. Proposition 13 limited property taxes to 1% of a property's value and restricted the annual increases on assessed values. The property tax amount shown includes the property tax as well as the vehicle license fee (VLF) backfill. The VLF backfill is a result of the state's action to permanently reduce the VLF from 2% to 0.67% and makeup the VLF revenue loss with property tax.

Property tax is calculated based on the assessed value. The City's total assessed value for 2013-14 is \$6.1 billion, up 5% from last year. Since the State eliminated redevelopment agencies (RDA) statewide, many agencies expect to receive a portion of property taxes, which previously were increment allocated solely to RDAs. Projected property residual distributions for 2013-14 are approximately \$1.4 million.

We project a 2.5% growth for the City's property tax for 2014-15, with the majority of the increase coming from the Proposition 13 adjustments and additional property tax revenues being generated from the continuous sale of the developed North Atlantic Times Square condominiums. This amount also includes residual and pass through distributions, an approximately \$1.4 million. We will have a better number in March when we are ready for the budget preparation.

Sales Tax The California Economic Recovery Bond Act allows the state to issue bonds to reduce its budget deficit. Under the "triple flip" program, the city tax rate is decreased by 0.25% from a 1.00% rate to 0.75% and the state then reimburses cities for the rate reduction on a dollar-for-dollar basis.

Sales tax is the second major source of revenue for the City. Again, in 2013-14, the City has received additional sales taxes from the Atlantic Times Square development project. However, retail sales over the Internet continue to drain significant sales tax revenues from local coffers. As for 2014-15, the City assumes a conservative 2 percent sales tax increase as the economy continues to recovery.

Utility Tax The City's utility tax rates are 3% for residential and 5.5% for commercial users. The tax is applied to the consumption of gas, telephone, and electric services. The utility tax revenue from telephone services continues to decrease. We project the UUT revenue will remain flat for 2014-15.

Other Taxes This category consists of property transfer tax, franchise tax, and transient occupancy 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, refuse companies, and cable television for the privilege of using City streets. Transient occupancy tax is imposed on the rent of hotels and motels in the City. The current tax rate is 12%. Overall, revenues in Other Taxes are projected to remain the same for 2014-15.

Licenses and Permits Business licenses are expected to remain at the current level.

Charge for Services This category includes charges for fee-supported City services. Examples include police and fire services, library services, plan checking, engineering services, zoning review, and recreational classes. The projected revenue for 2013-14 is about \$4.2 million, reflecting elimination of commercial and residential property inspection requirements. Total combined revenue for fees and charges is expected to be approximately \$4.6 million for fiscal year 2014-15. The projected increases are mainly in plan check and administrative charges.

The City's Cost Allocation Plan and Master Schedule of Fees and Charges serve as the basis for its service charges. In addition to the cost of providing the service, other factors such as the allowable percentage of recovery, inflationary factor, comparison to other agencies, and historical trends are analyzed for all fees and charges. The City's comprehensive fee study is to ensure the City's fee structures for the reasonableness in financing city services. This updated master fees and charges report will shortly be presented to the City Council.

Other Revenues This category includes investment earnings, rents, fines, and various miscellaneous revenue accounts. In August 2013, the City Council approved an investment account establishment in the Los Angeles County Treasury Pool. The Los Angeles County Treasury Pool earns higher interest rates than LAIF, the City expects the overall investment return to be increased in 2014-15.

General Fund Expenditures

The original adopted budget for General Fund is \$35.4 million and the estimated net expenditures and transfers after adjustments are \$35.8 million, up 1.1%, for 2013-14. Throughout the fiscal year, the City Council may approve budget amendments that could not have been anticipated at the time the budget was adopted. In November 2013, the City Council approved personnel budget amendments for furlough reductions (December 2013 through March 2014) and furlough eliminations effective April 1, 2014. Beginning April 1, 2014, City Hall will re-open for 8 hours every Friday and full-time employees shall work a 9/80 work schedule. Table 3 presents approved supplemental and proposed budget adjustment to the 2013-14 General Fund adopted budget.

**General Fund
2013-14 Projected Operating Results
(Table 3)**

Net Revenues	\$ 32,598,512
Authorized Transfer from GF Capital Reserve	<u>3,157,000</u>
Total Revenues and Transfers	<u>35,755,512</u>
Original Adopted Budget	\$ 35,369,512
Budget Adjustments:	
○ <i>Furlough reductions to 5% (12/2013-3/2014)</i>	203,000
○ <i>Furlough eliminations (4/2014-6/2014)</i>	153,000
○ <i>Vacant positions and unemployment cost savings</i>	(370,000)
○ <i>General Fund supplement for pension costs</i>	<u>400,000</u>
Total Budget After Adjustments	<u>35,755,512</u>
Projected General Fund Surplus / <Deficit>	<u>\$ 0</u>

Proposed Changes for Developing the 2014-15 Budget

The projected expenditures and transfers for 2014-15 are \$33.5 million. Table 4 below displays the projected changes for the 2014-15 budget.

General Fund 2014-2015 Projected Expenditure Changes and Transfers (Table 4)

<i>Cost:</i>	<i>(\$100,000), City Clerk</i>
<i>Explanation:</i>	<i>No Municipal election for 2014-15</i>
<i>Cost:</i>	<i>(\$3,157,000), Capital Improvements</i>
<i>Explanation:</i>	<i>Completed 2013-14 park master plan projects</i>
<i>Cost:</i>	<i>(\$120,000), Post-Employment</i>
<i>Explanation:</i>	<i>Unemployment and retiree medical cost adjustments per usage</i>
<i>Cost:</i>	<i>\$612,000, Salaries</i>
<i>Explanation:</i>	<i>Furlough eliminations</i>
<i>Cost:</i>	<i>\$135,000, Salaries</i>
<i>Explanation:</i>	<i>Merit and medical benefits - citywide</i>
<i>Cost:</i>	<i>\$50,000, Supplies and Maintenance</i>
<i>Explanation:</i>	<i>2% increase in operating supplies and repairs & maintenance services</i>
<i>Cost:</i>	<i>\$50,000, Utilities</i>
<i>Explanation:</i>	<i>3% increase in electricity, natural gas, and telephone services</i>
<i>Cost:</i>	<i>\$110,000, Contract and Professional Services</i>
<i>Explanation:</i>	<i>3% increase for service contracts per annual CPI adjustment provisions,</i> <i>including additional half-day Friday IT network/server services.</i>
<i>Cost:</i>	<i>\$85,000, Internal Service Funding</i>
<i>Explanation:</i>	<i>To fund operations and reserve to meet outstanding liabilities for the Workers' Compensation (+3%) and Technology (+5%) Funds. Overall, Internal Service Fund rates are held neutral relative to last year.</i>
<i>Cost:</i>	<i>\$500,000, General Fund Pension Cost Contribution</i>
<i>Explanation:</i>	<i>To supplement Retirement Fund for pension costs.</i>

The City has adopted a conservative financial management practice, thus achieving a balanced 2014-15 budget (Table 5).

**General Fund
2014-2015 Proposed Budget
(Table 5)**

<i>Revenue</i>	\$ 33,534,512
<i>Expenditures</i>	(33,534,512)
 <i>General Fund Projected Surplus</i>	<u>\$ 0</u>

General Fund Balance

The City follows the Governmental Accounting Standards Board (GASB) Statement No. 54 in reporting fund balances. The total fund balance of the General Fund was up by \$4.8 million in 2012-13. The increase was filled by higher receipts of residual property tax distribution of \$3.2 million from RDA eliminations, one-time Proposition 1A State property tax loan repayment of \$1.1 million, and County administrative cost refunds of \$507,000. The unassigned fund balance (\$3.5 million) represents General Fund funds that are available for any purpose. The General Fund reserves are projected as follows.

(Amounts in 000s)	<i>2012-13 Actual</i>	<i>2013-14 Projected</i>	<i>2014-15 Projected</i>
Unassigned for Operations	\$ 3,554	\$ 3,555	\$ 3,555
Assigned for Capital Improv/POs	9,654	5,026	5,026
Committed for Economic Dev.	1,834	1,834	1,834
Committed for Catastrophic Events	2,000	2,000	2,000
Committed for Working Capital	3,000	3,000	3,000
Committed for Unemployment	340	340	340
Total	<u>\$ 20,382</u>	<u>\$ 15,755</u>	<u>\$ 15,755</u>

Other City Funding Sources

While we are reviewing our General Fund fiscal condition at the mid-year, it is equally important to note various special funds, internal service funds, and enterprise funds due to fiscal impacts. Honest communications help increase trust in government, making it easier to gather support from the public and employees if difficult financial choices must be made.

Park Facilities Fund and Public Safety Impact Fees Fund

For several years, the funds displayed a deficit financial position. These two funds rely on developer fees which vary from year to year. The City expects that any deficit will be resolved when the hotel and Market Place projects are moving forward to generate more developer fees and subsidies from the General Fund will be eliminated.

Library Tax Fund

It is also called "Measure C Fund." The fund is used to account for annual parcel tax which was approved by the electorate in April of 1998. In four years, the library tax levy will end in April

2018. The fund is to be exclusively used for library improvements and its operation costs. 70% of the annual budget is for the debt service costs of its \$3.9 million library expansion construction financing. The revenue is stagnant since the tax charge is a flat amount for each parcel. Library operation costs are projected to increase due to a 7-day opening in 2014-15 and General Fund supplements may be required to fill the library funding gap.

Retirement Fund

The issue of public pensions includes a complex web of policy, fiscal and legal concerns. The City has taken various actions to reduce its pension costs. The City’s contribution rates for 2014-15 will be 22.516% for Miscellaneous Plan and 28.476% for Safety Plan. The City has been working diligently to mitigate the pension gap. Under the labor contracts, current employees are required to contribute the full percentage of the member contribution.

Pension obligations are a long-term liability, and pension funding decisions should be viewed in the same light. It is important to understand that the taxpayers do not fund almost the entire cost of pension benefits. At least 50 percent to 75 percent of the funding comes from investment returns. In June, 2011, the City’s Former Redevelopment Agency made a transfer of \$7.8 million which represented pension override catch-up amounts from 1983-84 to 2007-08 to the City’s Retirement Fund. This \$7.8 million is possibly to be denied by the State Controllers’ auditors. However, no matter what the outcome would be, the City still entitled to its share of this \$7.8 million (approximately \$1.17 million) when the amount is re-distributed among all taxing entities in two years. The City continues to face significant deficits in the Retirement Fund for the foreseeable future and the General Fund retirement contribution is needed to pay for retirement obligations as it depicts in Table 6 below.

Retirement Fund
(Table 6)

<i>(Amounts in 000s)</i>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>
<i>Beginning Fund Balance</i>	1,308	418	85	45	3
<i>Retirement Fund Revenue</i>	5,188	5,343	5,449	5,558	5,669
<i>General Fund Contribution</i>	650	750	1,550	1,860	1,900
<i>Residual Distributions</i>		762	408		
<i>Total Sources</i>	5,838	6,855	7,407	7,418	7,569
<i>Expenditures ⁽¹⁾</i>	6,728	7,272	7,362	7,460	7,560
<i>Ending Fund Balance</i>	418	85	45	3	12
	=====	=====	=====	=====	=====

⁽¹⁾ Expenditures include PERS, Mass Mutual, and pension obligation bonds pension payments.

Maintenance Benefit Assessment District Fund

In 1992-93, the state implemented the Education and Revenue Augmentation Fund transfer, which shifts property tax revenues from local governments to schools. The impact to Monterey Park is over a \$1.4 million revenue loss each year.

The City formed a citywide assessment district in 1993 and each year the District generates approximately \$1 million in assessment revenue to finance the maintenance of lighting and landscaping of public streets. The assessment is determined based on the direct benefit received by each parcel. For a single-family parcel the assessment is \$40.97 a year. Due to a combination of stagnant revenues and escalating costs, the Maintenance Benefit Assessment District Fund had an operating deficit since 1995. For the past eighteen (18) years, the City used the General Fund to assist the funding deficits. The City cannot increase the assessment without the approval by the majority of the property owners in Monterey Park.

Internal Service Funds

The City maintains six internal service funds to finance the operating costs and outstanding liabilities for workers' compensation, auto shop, technology, separation benefits, general liability, and post-employment medical benefits. Internal service funds are maintained through charges to departments.

For the past several years, as part of the budget balancing plan and the elimination of Redevelopment Agency, the City reduced internal service fund charges to the minimum. For 2014-15, overall internal service fund rates are held neutral relative to the 2013-14 level. Cash flows for each of the internal service funds were examined to identify areas where fund balances could be used to help offset rate increases. Any significant deficit in the internal service funds is an indication of those funds is not being charged their proportionate share of costs. This is the case of the City's Workers' Compensation Fund and General Liability Fund which have a deficit net position. Substantial increases or transfers in the future are unavoidable to bring the funds to a positive net position.

The City has been funding the retiree medical insurance on a pay-as-you go basis; that is, making annual appropriation to pay the actual costs instead of actuarially determined costs. However, the GASB Statement 45 requires employers to recognize OPEB costs in the same period as the service being compensated. FY 2014-15 will be the fourth year that the City sets aside annually \$500,000 in the Post-Employment Medical Benefits Fund to systematically accumulate resources to fund the unfunded accrued liabilities. It is the City's goal to increase the annual contribution to fully fund the liability.

Enterprise Funds

The City currently has four Enterprise Funds: Water Operation, Water Treatment, Refuse, and Sewer. Each fund must ensure that its fee structure is maintained at a level sufficient to cover operating costs and future capital improvements. In addition, the City is required to be in compliance with federal, state, and local regulations.

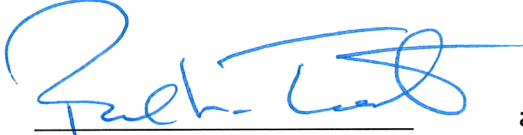
The City has not adjusted its water, sewer, and refuse rates for five years. In December 2013, the City conducted a water rate survey. Based on this recent survey, Monterey Park's water rates are well below average neighboring cities' rates by 99.7% for residential and 100.2% for commercial. It is vital to ensure an appropriate rate structure in order to maintain safe and high standards of water, sewer, and trash services for the community. Based on our analysis, if the rates are not updated according to the service level, the City would face diminished reserves and deteriorated infrastructure in two years.


In Closing

Over the past several years, the City's strategic direction and priorities shaped and guided the City to endure the difficult times. The days of passive financial management have passed. Instead, the City is now aggressive and proactive in order to develop and implement plans that will keep us fiscally responsive and as financially healthy as possible. The new role for the City Council and all City employees is to jointly maintain discipline and focus on what is best for this community over the long term.

This midyear review sets the stage for our continuing efforts to prepare for the 2014-15 Budget. Projections at the midyear indicate that the City will have a balanced budget for 2014-15. In the next few months we will have more information regarding the state and federal budgets and will work closely with the City Council to resolve our City's budget matters. In June, we will schedule budget hearings for the City Council to review and consider the proposed budget.

Respectfully,

By:  and
Paul Talbot
City Manager


Annie Yaung, CPFO
Controller

City of Monterey Park
Estimated Fund Operating Summary
Fiscal Year 2013-14

	Government Fund Types				Enterprise Funds			Overall Total (Excluding Internal Service Funds)
	General	Retirement	Other Special Funds	Refuse	Sewer	Water Operation	Water Treatment	
Revenues								
Property Taxes	14,287,000	5,187,500						19,474,500
Sales Tax	4,964,820							4,964,820
Other Taxes	5,147,587		5,296,879					10,444,466
Licenses & Permits	1,857,000							1,857,000
Charges for Services	4,211,150		1,322,000					5,533,150
Financing								-
Fines & Forfeitures	698,000		181,000					879,000
Utilities Charges				5,830,000	273,000	7,855,000	2,750,000	16,708,000
Other	1,432,955		133,112			30,050	680,000	2,276,117
Grants			2,754,002					2,754,002
Transfers In	3,157,000	650,000						3,807,000
Total Revenues	35,755,512	5,837,500	9,686,993	5,830,000	273,000	7,885,050	3,430,000	68,698,055
Expenditures or Expenses								
Salaries & Benefits	25,285,427	5,314,620	3,243,860	779,562	99,441			34,722,910
Maintenance & Operation	4,969,483		2,923,928	334,397	20,600			8,248,408
Contracted Services	1,131,612	18,600		5,156,088	65,000			6,371,300
Debt Services		1,394,315				398,220	370,000	2,162,535
Capital Projects	315,290		1,264,398	46,760	162,200	1,616,541	1,922,526	5,327,715
Economic Development Programs	246,700							246,700
Grants			2,754,002					2,754,002
NPDES				104,000				104,000
OPEB Set Aside				200,000		300,000		500,000
Transfers Out - Capital Projects	3,157,000							3,157,000
- Pension Costs	650,000							650,000
Water Operating Expenses						7,274,554	2,679,302	9,953,856
Total Expenditures or Expenses	35,755,512	6,727,535	10,186,188	6,620,807	347,241	9,589,315	4,971,828	74,198,426
Excess of Revenues and Other Sources Over (Under) Expenditures/ Expenses and Other Users	-	(890,035)	(499,195)	(790,807)	(74,241)	(1,704,265)	(1,541,828)	(5,500,371)
Fund Equity - June 30, 2013	15,754,877	1,307,653	8,868,372	2,203,919	2,114,337	23,264,331	12,488,896	63,328,224
Fund Equity - June 30, 2014	15,754,877	417,618	8,369,177	1,413,112	2,040,096	21,560,066	10,947,068	57,827,853

City of Monterey Park
Estimated Fund Operating Summary
Fiscal Year 2014-15

	Government Fund Types				Enterprise Funds				Overall Total (Excluding Internal Service Funds)
	General	Retirement	Other Special Funds	Refuse	Sewer	Water Operation	Water Treatment		
Revenues									
Property Taxes	14,487,000	5,342,500							19,829,500
Sales Tax	5,065,000								5,065,000
Other Taxes	5,198,500		5,387,879						10,586,379
Licenses & Permits	2,008,000		1,392,000						2,008,000
Charges for Services	4,584,106					4,000,000			5,976,106
Capital Projects - Financing									4,000,000
Fines & Forfeitures	720,000		161,000						881,000
Utilities Charges			133,850	5,830,000	274,000	7,875,000	2,750,000		16,729,000
Other	1,471,906		1,609,878			30,000	680,000		2,315,756
Grants			16,548						1,609,878
GF Supplement to Other Funds		762,000							16,548
Residual Distribution (\$7.8M)		750,000							762,000
Transfers In									750,000
Total Revenues	33,534,512	6,854,500	8,701,155	5,830,000	274,000	11,905,000	3,430,000		70,529,167
Expenditures or Expenses									
Salaries & Benefits	26,031,427	5,888,406	3,463,196	840,000	220,000				36,443,029
Maintenance & Operation	5,105,273		3,078,420	343,800	171,200				8,698,693
Contracted Services	1,241,612	25,000		5,260,700	67,000				6,594,312
Debt Services		1,358,627	50,000			830,159	370,000		2,608,786
Capital Projects	159,500		2,270,202	10,000	629,500	2,650,000	400,000		6,119,202
Capital Projects - Financing						4,000,000			4,000,000
Economic Development Programs	246,700								246,700
Grants			1,609,878						1,609,878
NPDES									107,000
OPEB Set Aside						300,000			500,000
Transfers Out - Capital Projects									-
- Pension Costs									750,000
Water Operating Expenses	750,000					7,680,000	2,861,500		10,541,500
Total Expenditures or Expenses	33,534,512	7,272,033	10,471,696	6,761,500	1,087,700	15,460,159	3,631,500		78,219,100
Excess of Revenues and Other Sources Over (Under) Expenditures/ Expenses and Other Users	-	(417,533)	(1,770,541)	(931,500)	(813,700)	(3,555,159)	(201,500)		(7,689,933)
Fund Equity - June 30, 2014	15,754,877	417,618	8,369,177	1,413,112	2,040,096	21,560,066	10,947,068		57,827,853
Fund Equity - June 30, 2015	15,754,877	85	6,598,636	481,612	1,226,396	18,004,907	10,745,568		50,137,920

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Estimated			
		Actual 2012-2013	Estimated 2013-2014	Actual 2013-2014	Estimated 2014-2015
<i>General Fund</i>					
Property Taxes:					
Current Secured	0010- 01010	6,948,207	6,970,000	6,970,000	7,100,000
Residual Property Tax Dist.	01015	3,226,511	1,400,000	1,400,000	1,400,000
Prop 1A Loan Repayment	01016	1,042,925			
VLf Compensation	01010	5,340,886	5,340,000	5,340,000	5,400,000
Current Unsecured	01020	260,148	220,000	260,000	260,000
Homeowner Exemption	01030	59,715	60,000	60,000	60,000
Prior Year Secured	01110	181,004	80,000	200,000	210,000
Prior Year Unsecured	01120	(10)	15,000	7,000	7,000
Interest & Penalties	01200	52,690	50,000	50,000	50,000
Admin Cost Refunds (one-time)	01210	506,830			
Total Property Taxes		17,618,904	14,135,000	14,287,000	14,487,000
Other Taxes:					
Admission Tax	01400	3,259	7,500	4,000	7,500
Sales Tax	01500	3,587,355	3,570,000	3,700,000	3,800,000
Sales Tax Compensation	01500	1,232,284	1,250,000	1,264,820	1,265,000
Transient Tax	01550	957,024	880,000	950,000	950,000
Franchise Tax	01600	942,736	950,000	950,000	950,000
Transfer Tax	01800	165,456	110,000	166,000	166,000
Utility Users Tax	01900	3,041,163	3,100,000	3,050,000	3,100,000
Vehicle In-lieu Tax	04410	33,334		27,587	25,000
Total Other Taxes		9,962,612	9,867,500	10,112,407	10,263,500
Licenses & Permits:					
Licenses:					
Business Licenses	02010	941,005	946,000	943,000	944,000
Business Lic Processing Fees	02020	3,220	1,000	1,000	1,000
Tobacco Retailer Lic Fees	02025	2,080	1,000	1,000	1,000
Dog Licenses Regular	02410/02430	14,461	12,000	12,000	12,000
Dog Licenses Altered	02420/02450/02460	3,934	4,000	4,000	4,000
Total Licenses		964,699	964,000	961,000	962,000
Construction Permits:					
Building Permits	02500	619,136	700,000	600,000	700,000
Electrical Permits	02600	144,013	170,000	130,000	170,000

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual		Estimated	
		2012-2013	2013-2014	2013-2014	2014-2015
Plumbing Permits	02700	88,342	95,000	85,000	95,000
Mechanical Permits	02900	70,435	75,000	60,000	60,000
Total Construction Permits		921,927	1,040,000	875,000	1,025,000
Other Permits:					
Firework Permits	03540	5,200	5,200	5,200	5,200
Yard Sale Permits	03550	1,884	2,100	2,100	2,100
Misc Permits	03590	12,736	7,000	10,000	10,000
Parking Permits	03650	1,902	2,000	2,000	2,000
Newsrack / Banner Permits	06290/06710	320	1,700	1,700	1,700
Total Other Permits		22,042	18,000	21,000	21,000
Total Licenses & Permits		1,908,668	2,022,000	1,857,000	2,008,000
Fines:					
Traffic Fines	03580	199,777	200,000	200,000	200,000
Court Fines	03600	18,868	30,000	18,000	20,000
Parking Fines	03630	531,375	550,000	480,000	500,000
Court Restitutions	06405	451			
Total Court and Traffic Fines		750,470	780,000	698,000	720,000
Use of Money & Property:					
Interest Income	03700	230,509	130,000	180,000	220,000
Golf Course Rental	03800	50,168	40,000	110,000	110,000
MetroPCS (3500 Ramona)	03870	37,073	37,971	37,971	
T-Mobile Rental (Fire Station 3)	03880	29,146	29,872	29,872	30,000
AT&T Rental (Fire Station 3)	03890	29,146	30,020	30,020	30,020
T-Mobile Rental (Sierra Vista)	03930	39,997	37,911	37,911	38,660
Nextel Rental (Ramona Blvd.)	03940	40,511	38,478	38,478	39,120
Acosta Grower (Delta & Fox Sites)	03960	12,307	12,328	12,328	12,328
Martinez Nursery (La Loma Site)	03961	2,958			
Specialty Restaurants	03970	145,948	150,000	150,000	150,000
Sublease Rent - SMSA (Pac Bell)	03980	10,185	10,465	10,465	10,465
Sublease Rent - Cox Communication	03990	7,350	7,713	7,160	7,563
Total Use of Money & Property		635,298	524,758	644,205	648,156
Charges for Services:					
Police Services:					
Witness Fees	03610	4,422	3,000	3,000	3,000
Prisoner Housing	03640	88,917	70,000	88,000	88,000

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Estimated			
		Actual 2012-2013	Estimated 2013-2014	Actual 2013-2014	Estimated 2014-2015
Vehicle Release	03670	63,559	66,000	60,000	66,000
DUI Recovery	03680	65,408	58,000	55,000	58,000
Fingerprint	06390/03710	13,357	11,000	11,000	15,000
Correction Notices	03720	3,604	4,000	4,000	4,000
Prisoner Booking Fees	03730/03760	820	400	400	400
Police Report	05990	2,546	3,000	3,000	3,000
Burglar Alarm	06400	33,511	40,000	24,000	35,000
Total Police Services		276,144	255,400	248,400	272,400
Fire Services:					
Fire Report Copy	06050	651	300	300	300
Fire Inspection	06320	91,071	95,000	93,000	95,000
Fire Plan Checks & Permits	06330/06340	122,380	99,750	99,750	99,750
Fire Response/Admin Citation	06350/06240	9,575	11,500	11,500	11,500
Business Fire Safety Inspection	06370	25,750	25,000	25,000	25,000
Ind Waste Permit/Inspection	06850	109,465	95,000	105,000	105,000
Ambulance Subscription	07950	96,967	101,000	98,000	98,000
Ambulance Transport	07960	1,058,007	980,000	1,000,000	1,000,000
Total Fire Services		1,513,867	1,407,550	1,432,550	1,434,550
Community Development:					
Plan Check	06100	356,445	500,000	492,000	700,000
Comm Prop Insp	06120	61,997	65,000	29,455	
Res Prop Insp	06150	89,244	80,000	22,656	
Home Occup Insp	06160	14,106	15,540	15,000	15,000
Zoning	06200	36,621	41,000	40,000	38,000
Admin Citation - Code Compliance	06220/06130	27,513	50,000	40,000	50,000
Design Review	06250	7,038	8,000	15,000	8,000
Special Inspection	06450	4,070	8,500	4,889	7,000
Total Community Development Fees		597,034	768,040	659,000	818,000
Public Works Fees:					
Comm. Franchise in lieu fee	01610	135,370	122,000	135,000	135,000
Street Excavation	02910	4,352	8,000	8,000	8,000
Sewer Permits	02920	108	200	200	200
Driveway/Sidewalk	02930	2,984	2,500	2,500	2,500
Housemoving Permits	03520	1,072	1,056		1,056
Sale of Maps/Plans	06000/06010	2,014	2,250	2,500	2,500
Address Change	06140	3,828	3,100	3,100	3,100
Admin Citation - Public Works	06230	100	100	100	100
Engr Inspection	06210/06300	44,185	20,000	50,000	50,000
Rest. Interceptor Inspection	06900	4,596			
Engr Plan Check	06700	47,164	40,000	48,000	48,000

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual		Estimated	
		2012-2013	2013-2014	2013-2014	2014-2015
Soil Review	06910	10,194	14,000	10,000	10,000
Total Public Works Fees		255,967	213,206	259,400	260,456
Library Fees:					
Calif Library Serv	05300		100		
Library Fines	07410	17,132	19,000	19,000	19,000
Audio Visual	07420	4,328	5,000	5,000	5,000
Lost Books	07430	1,668	2,000	2,000	2,000
Misc Library Revenue	07460	23	100	100	100
Card Replacement	07480	1,695	2,000	2,000	2,000
Damaged Items	07490	444	600	400	600
Total Library Fees		25,289	28,800	28,500	28,700
Recreation / Community Services Fees:					
Rec. Facilities / Service Clubhouse	04020	71,447	62,000	67,000	67,000
Rec Registration	06090	20,245	20,000	20,000	20,000
Picnic Reservation	07050	17,086	21,000	10,000	20,000
Aquatics	07090	22,642	26,000	19,000	24,000
Child Care	07150	166,788	150,000	160,000	160,000
Barnes Pool Admission	07610	13,636	14,000	8,000	13,000
Elder Pool Admission	07620	1,469	5,000	3,500	4,000
Swim Lessons	07630	66,988	52,000	62,000	62,000
Barnes & Elder Pool Rental	07640	43,366	44,000	44,000	44,000
Adopt-A-Park	08020	845		1,000	1,000
Langley Activity	08025	24,443	12,000	24,500	24,500
Other Rec. Revenue	07900/08030	5			
Rec Registration	0159-06090	37,610	35,000	35,000	35,000
Summer Programs	0159-07010	59,767	65,000	52,000	60,000
Fall Programs	0159-07020	61,275	72,000	60,000	62,000
Winter Programs	0159-07030	61,132	61,000	61,000	61,000
Spring Programs	0159-07040	42,327	55,000	50,000	55,000
Adult Leagues	0159-07100	2,473	9,000	2,000	3,000
Total Recreation / Community Services Fees		713,544	703,000	679,000	715,500
Administrative Charges:					
From City Funds	06020	900,000	900,000	900,000	1,050,000
Total Administrative Charges		900,000	900,000	900,000	1,050,000
Other Services:					
City Clerk Research	06040	443	300	300	500
Returned Check Fee	08150	2,820	4,000	4,000	4,000

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual		Estimated	
		2012-2013	2013-2014	2013-2014	2014-2015
Total Other Services		3,263	4,300	4,300	4,500
Total Charges for Services		4,285,108	4,280,296	4,211,150	4,584,106
Other Revenue:					
Surplus Property Sale	04000	6,021	8,000	8,000	8,000
Refunds/Rebates	08100	63,514	130,000	290,000	155,000
Misc Revenue	07530/09203/ 09210/07500	6,824	17,000	10,000	10,000
Utility Billing Round Up	08200	766	650	750	750
Street Maintenance - Water	08155	420,000	480,000	480,000	650,000
Total Other Revenue		497,124	635,650	788,750	823,750
<i>Total General Fund</i>		<i>35,658,185</i>	<i>32,245,204</i>	<i>32,598,512</i>	<i>33,534,512</i>
<i>Special Revenue Funds</i>					
Retirement Fund - 0012					
Property Taxes:					
Current Secured	01010	4,177,492	4,500,000	4,500,000	4,600,000
Residual Property Tax Dist.	01015	749,776	900,000	450,000	500,000
Current Unsecured	01020	78,403	120,000	80,000	85,000
Homeowner Exemption	01030	56,674	59,000	59,000	59,000
Prior Year Secured	01110	101,177	70,000	80,000	80,000
Prior Year Unsecured	01120	(143)	1,000	500	500
Interest & Penalties	01200/03750	33,865	18,000	18,000	18,000
ROPS Pension Override (one time)	07530	980,000			
General Fund Supplement for Pension	01300	885,382	650,000	650,000	750,000
Residual Distributions from \$7.8 Million	01015				762,000
Total Retirement Fund		7,062,626	6,318,000	5,837,500	6,854,500
State Gas Tax Funds - 0022					
Gas Tax:					
Section 2103 (Prop 42 Replacement)	0022- 04530	565,522	770,000	530,000	540,000
Section 2105	0022- 04540	285,905	315,000	290,000	315,000
Section 2106	0022- 04500	203,283	217,000	217,000	217,000
Section 2107	0022- 04510	453,436	452,000	453,000	453,000
Section 2107.5	0022- 04520	7,500	7,500	7,500	7,500

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual		Estimated		
		2012-2013	2013-2014	2013-2014	2014-2015	
Interest Income	0022-03700	4,386	1,200	3,000	3,000	
SB 821 Bikeway	0023-05400	41,819	49,795	49,795	49,795	
Total Gas Tax Fund		1,561,851	1,812,495	1,550,295	1,585,295	
Park Facility Fund - 0070						
Park Facilities Fees	09000	91,164	100,000	100,000	100,000	
Proposition A Fund - 0109						
Proposition A Sales of Assets	04000					
Proposition A Local Return	05400	1,004,827	965,000	965,000	970,000	
Proposition A Incentive Program	05430	119,015	95,000	109,852	109,800	
Fares	07680	75,597	116,759	115,000	115,000	
Interest Income	03700	6,299	4,500	6,500	6,800	
Total Proposition A Fund		1,205,737	1,181,259	1,196,352	1,201,600	
Measure R Fund - 0110						
Measure R	05400	624,359	645,000	635,000	645,000	
Interest Income	03700	4,313	2,100	4,400	4,600	
Total Measure R		628,671	647,100	639,400	649,600	
Proposition C Fund - 0166						
Interest Income	05400	834,834	861,000	835,000	835,000	
	03700	2,704	2,200	3,000	3,200	
Total Proposition C		837,538	863,200	838,000	838,200	
Asset Forfeiture Fund - 0160						
Asset Forfeiture-Justice	03690	43,991	80,000	45,000	45,000	
Interest Income	03700	2,517	2,500	2,500	2,500	
Asset Forfeiture-Treasury	03770	21,822	120,000	120,000	100,000	
Asset Forfeiture-State	03780	6,946	5,000	16,000	16,000	
Sales of Surplus Property	04000	7,883				
Total Asset Forfeiture Fund		83,158	207,500	183,500	163,500	
Business Improvement Fund - 0077						

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual		Estimated	
		2012-2013	2013-2014	2013-2014	2014-2015
Business Improvement Fees	02110	57,721	59,700	58,584	58,584
Interest Income	03700	864	360	860	900
Total Business Improvement		58,584	60,060	59,444	59,484
Air Quality Improvement Fund - 0165					
Air Quality Allocation	05400	73,770	74,000	74,000	75,000
Interest Income	03700	572	300	600	650
Air Quality Improvement Fund	04000	505			
Total Air Quality Improvement		74,847	74,300	74,600	75,650
Maint. District -1972 Act - 0176					
Special Assessment	01060	982,925	981,695	983,000	983,000
Library Tax Fund - 0131					
Library Tax	01060	497,160	502,000	502,000	502,000
Interest Income	03700	673	300	300	300
Total Library Tax Fund		497,833	502,300	502,300	502,300
Public Safety Augmentation Fund - 0182					
Sales Tax Public Safety Augmentation	01510	617,604	580,000	580,000	620,000
Public Safety Impact Fund - 0071					
Public Safety Impact Fee	03570/08100	392,676	110,000	80,000	110,000
Interest Income	03700	410			
Total Public Safety Impact Fee		393,086	110,000	80,000	110,000
CERCLA Liability Fund - 0203					
CERCLA Fees	06950	124,776	124,000	124,000	124,000
Interest Income	03700	2,754	2,100	2,100	2,100
Total CERCLA Liability		127,531	126,100	126,100	126,100
Housing Program Fund - 0880					

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Estimated				
		Actual 2012-2013	Estimated 2013-2014	Actual 2013-2014	Estimated 2014-2015	
SERAF Payment						
Interest Income	03700	911				
Grant Revenues	05400	2,432				
Rental Income-325 E. Pomona	05451	10,869				
Rental Income-371 E. Pomona	05452	1,446				
Rental Income-341 E. Pomona	05453					
Rental Income-321 E. Pomona	05454	2,080				
Rental Income-534 N. Chandler	05455	33,790				
Other Revenue	07530	338				
Refunds and Rebates	08100	2,868				
Total Housing Program Fund - 0880		54,733	0	0	0	
Grants Fund						
Library Grants:						
Literacy and Civics Ed. Grant	0142-05400	47,817	85,279	85,279	85,279	
Cal Literacy Grant	0163-05400	28,411	25,436	25,436	25,436	
LACMTA	0356-05400	721				
Target Grant	0423-05400		2,000	2,000		
Total Library Grants		76,949	112,715	112,715	110,715	
Recreation Grants:						
Park Discretionary (Maint.)	0178-05400	60,000	75,000	75,000	60,000	
Pepsi Franchise Grant	0343-05400	125,000				
LA County Open Space Grant	0501-05400		480,000	480,000		
Total Parks & Rec Grants		185,000	555,000	555,000	60,000	
Police Grants:						
STC Grant	0132-05400	6,050	6,050	6,050	6,050	
POST Grant	0136-04500	40,055	35,000	35,000	35,000	
Interest Income	0192-03700	384				
State - COPS	0192-05400	100,000	100,000	100,000	100,000	
Justice Assistance Grant (JAG)	0217-05400	15,641				
Bullet Proof Vest Grant	0229-05400	244	3,000	3,000	3,000	
Homeland Security Grant - 2009	0254-05400	13,287				
Sr. Pedestrians & Bicycle Safety	0330-05400		90,000	90,000		
FED COPS Technology Grant	0400-05400	250,000				
Urban Area Security Initiative	0460-05400		69,050	69,050		
Total Police Grants		425,661	303,100	303,100	144,050	

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual		Estimated		
		2012-2013	2013-2014	2013-2014	2014-2015	
Engineering/Parks Grants:						
Prop 1B Street Improvement Fund	0028- 03700/05400	520				
Used Oil Recycling Grant	0184- 03700/05400	17,448	17,540	17,540	17,540	
Beverage Container Recycling	0214- 05400		16,162	16,162	16,162	
DOE EEC Block Grant	0420- 05400	36,786				
SGVCOG Energy Audit Grant	0446- 05400	25,705				
Tree Planting County Grant	0448- 05400		86,554	86,554		
Total Engineering Grants		80,458	120,256	120,256	33,702	
Transportation Grants:						
Air Quality Investment Program	0233- 05400/07680	4,024				
Safetea-Lu	0342- 05400	348,408				
MTA Grant (ELAC)	0346- 05400	61,275				
MTA - TEA21	0347- 05400	155,999				
MTA Call (Signage)	0353- 05400	51,000				
MTA CNG Bus Replacement Grant	0354- 05400	780,000			309,000	
MTA S. Garfield Transit Village Plan	0447- 05400		250,000	250,000		
Total Transportation Grants		1,400,706	250,000	250,000	309,000	
Fire Grants:						
State FEMA (2005)	0154- 05400	2,037				
Urban Area Security Initiative-2008	0256- 05400	4,704				
Homeland Security 2011 SHSGP	0255- 05400	13,000				
Urban Area Security Initiative-2009	0257- 05400	11,492				
Urban Area Security Initiative-2010	0258- 05400	65,331				
Urban Area Security Initiative-2011	0259- 05400	12,686				
Urban Area Security Initiative-2012	0460- 05400	1,900				
ELAC Instructional Serv Program	0349- 05400	67,780				
Assistance to Firefighters - 2010	0431- 05400	56,563				
Dual Band Radio County Grant	0433- 05400	180,000				
Emergency Operations Center	0435- 05400	375,000				
Ground Emergency Medical Transpor	0465- 05400		300,000	300,000		
Total Fire Grants		790,492	300,000	300,000	0	
Community Development Grants:						
Sustainable Communities Planning	0440- 05400	132,399				
Total Community Development Grants		132,399	0	0	0	
HUD Grants:						
CDBG	0169- 05400	676,369	696,984	696,984	518,464	
CDBG - R	0395- 05400	15,925				
HOME Fund	0152- 05400/	873,013	273,486	273,486	273,486	

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual		Estimated		
		2012-2013	2013-2014	2013-2014	2014-2015	
03700/05451/52/53/54/55						
EDI Grant/Interest Income	0211- 03700	1,971	1,300	2,000	2,000	
Total HUD Grants		1,567,279	971,770	972,470	793,950	
Other Special Grants (Trust Funds):						
Maintenance Grant (0075)	0344- 05400	103,634	82,000	82,000	100,000	
Gen Plan Review Trust	0352- 05400		10,600	10,600	10,600	
Passport Trust Grant (0075)	0415- 05400	21,305	21,305	21,305	21,305	
Records Management Fee Trust (0075)	0442- 05400	25,874	37,556	26,556	26,556	
Total Other Special Grants		150,813	151,461	140,461	158,461	
Total Grant Funds		4,809,758	2,764,302	2,754,002	1,609,878	
Total Special Revenue Funds		19,087,647	16,328,311	15,504,493	15,479,107	
Enterprise Funds						
Sewer Fund - 0042						
Sewer Reconstruction Fee	01000	108				
Sewer Revenue	05200	273,447	273,000	273,500	274,000	
Total Sewer Fund		273,555	273,000	273,500	274,000	
Refuse Fund - 0043						
Refuse Charges	05300/05350	5,498,820	5,750,000	5,500,000	5,500,000	
Waste Mgmt Surcharge	05360	334,022	311,000	330,000	330,000	
Total Refuse Fund		5,832,841	6,061,000	5,830,000	5,830,000	
Water Fund						
Water Operation Fund:						
Sales of Surplus Property	0092- 04000	4,043				
Water Sales	0092- 07510	7,625,675	7,485,000	7,625,000	7,625,000	
Connection Fee	0092- 07550	41,834	120,000	80,000	100,000	
Meter Installation	0092- 07520	91,894	150,000	150,000	150,000	
Other Revenue	0092- 07540	(20)	50	50		

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual		Estimated	
		2012-2013	2013-2014	2013-2014	2014-2015
Water Rights/Incentives	0092- 07530	2,868,291		30,000	30,000
Total Water Operation Fund		10,631,716	7,755,050	7,885,050	7,905,000
Water Treatment Fund:					
Water Treatment Surcharge	0093- 07590	2,704,265	2,750,000	2,750,000	2,750,000
WQA EPA Settlement	0093- 07575	3,230,138	1,500,000	650,000	650,000
Other - Insurance Reimb.	0093- 07530	12,708	30,000	30,000	30,000
Total Water Treatment Fund		5,947,112	4,280,000	3,430,000	3,430,000
Total Enterprise Funds		22,685,224	18,369,050	17,418,550	17,439,000
<u>Internal Services Funds</u>					
Auto Shop Fund - 0060					
Refunds & Rebates	08100/04000	20,513			
Vehicle Charges	08700	1,704,480	1,704,478	1,704,478	1,750,170
Total Shop Fund		1,724,993	1,704,478	1,704,478	1,750,170
Separation Benefits Fund - 0061					
Separation Charges	07900	1,239,697	1,269,697	1,269,697	1,269,697
General Liability Fund - 0062					
Insurance Charges	06020	790,000	1,175,000	1,175,000	1,130,000
Refunds & Rebates	08100	113,550			
		903,550	1,175,000	1,175,000	1,130,000
Technology Fund - 0063					
Technology Charges	06020	132,040	138,642	138,642	151,658
OPEB Internal Service Fund - 0064					
OPEB set-aside	06020	500,000	500,000	500,000	500,000

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual	Estimated	Estimated	Estimated
		2012-2013	2013-2014	Actual 2013-2014	2014-2015
Workers' Compensation Fund - 0080					
Insurance Charges	07900	1,267,446	1,397,000	1,397,000	1,463,721
		<u>5,767,725</u>	<u>6,184,817</u>	<u>6,184,817</u>	<u>6,265,246</u>
<i>Total Internal Services Funds</i>					
<u>Successor Agency (SA) Funds</u>					
Atlantic/Garvey	0860-	2,562,717	1,841,191	1,830,123	1,830,123
Merged	0870-	1,468,291	901,291	889,741	889,741
Total Successor Agency (SA) Fund		<u>4,031,009</u>	<u>2,742,482</u>	<u>2,719,864</u>	<u>2,719,864</u>
Total City and SA - All Funds		<u>87,229,790</u>	<u>75,869,864</u>	<u>74,426,236</u>	<u>75,437,729</u>

**CITY OF MONTEREY PARK
GENERAL FUND MIDYEAR EXPENDITURE & TRANSFER ANALYSIS**

DEPARTMENT	FISCAL YEAR 2013-2014			FISCAL YEAR 2014-2015		
	Adopted Budget	Amended Budget	Estimated Expenditures 2013-2014	Amended Budget 2013-2014	Changes	Estimated Budget 2014-2015
Expenditure :						
1100 General Govt.	121,123		121,123	121,123		121,123
1201 City Manager	138,578		138,578	138,578		138,578
1301 City Clerk	364,593		364,593	364,593	(100,000)	264,593
1400 Management Services	750,644		750,644	750,644		750,644
1501 City Treasurer	18,943		18,943	18,943		18,943
1601 City Attorney	240,000		240,000	240,000		240,000
1700 Community & Economic Develop	1,219,088		1,219,088	1,219,088		1,219,088
1800 Human Resources/Risk Mgmt	433,429		433,429	433,429		433,429
3100 Police	12,765,850		12,765,850	12,765,850		12,765,850
3200 Fire	8,703,182		8,703,182	8,703,182		8,703,182
4200 Public Works	1,455,034		1,455,034	1,455,034		1,455,034
5001/02 Capital / Equipment	3,401,890		3,401,890	3,401,890	(3,157,000)	244,890
5101/02 Liability / Post-Employment	1,158,000		1,158,000	1,158,000	(120,000) (3)	1,038,000
6000 Library	1,577,273		1,577,273	1,577,273		1,577,273
6500 Recreation & Community Serv	3,021,885		3,021,885	3,021,885		3,021,885
Personnel Budget Adjustment:						
. Increased personnel costs due to furlough reductions to 5% (12/2013 - 3/31/2014)		203,000	203,000	356,000	256,000 (1)	612,000
. Furlough eliminations for 3 months (4/1/2014-6/30/2014)					135,000 (2)	135,000
Vacant positions/unemployment					50,000	50,000
GF Supplement for Pension Costs					50,000	50,000
					110,000 (4)	110,000
		153,000	153,000		5,000	5,000
					80,000	80,000
					500,000	500,000
Total Expenditures	35,369,512	356,000	35,755,512	35,725,512	(2,191,000)	33,534,512
Transfer - Capital Improv Reserve			(3,157,000)			
Total Net Expenditures	35,369,512	356,000	32,598,512	35,725,512	(2,191,000)	33,534,512

Note:

- (1) A complete furlough program ended for 2014-2015
- (2) Merit Increases per MOUs
- (3) Unemployment cost savings per usage trends
- (4) Increases include additional half-day Friday IT network/server services due to ending furloughs.

Five-Year Financial Forecast

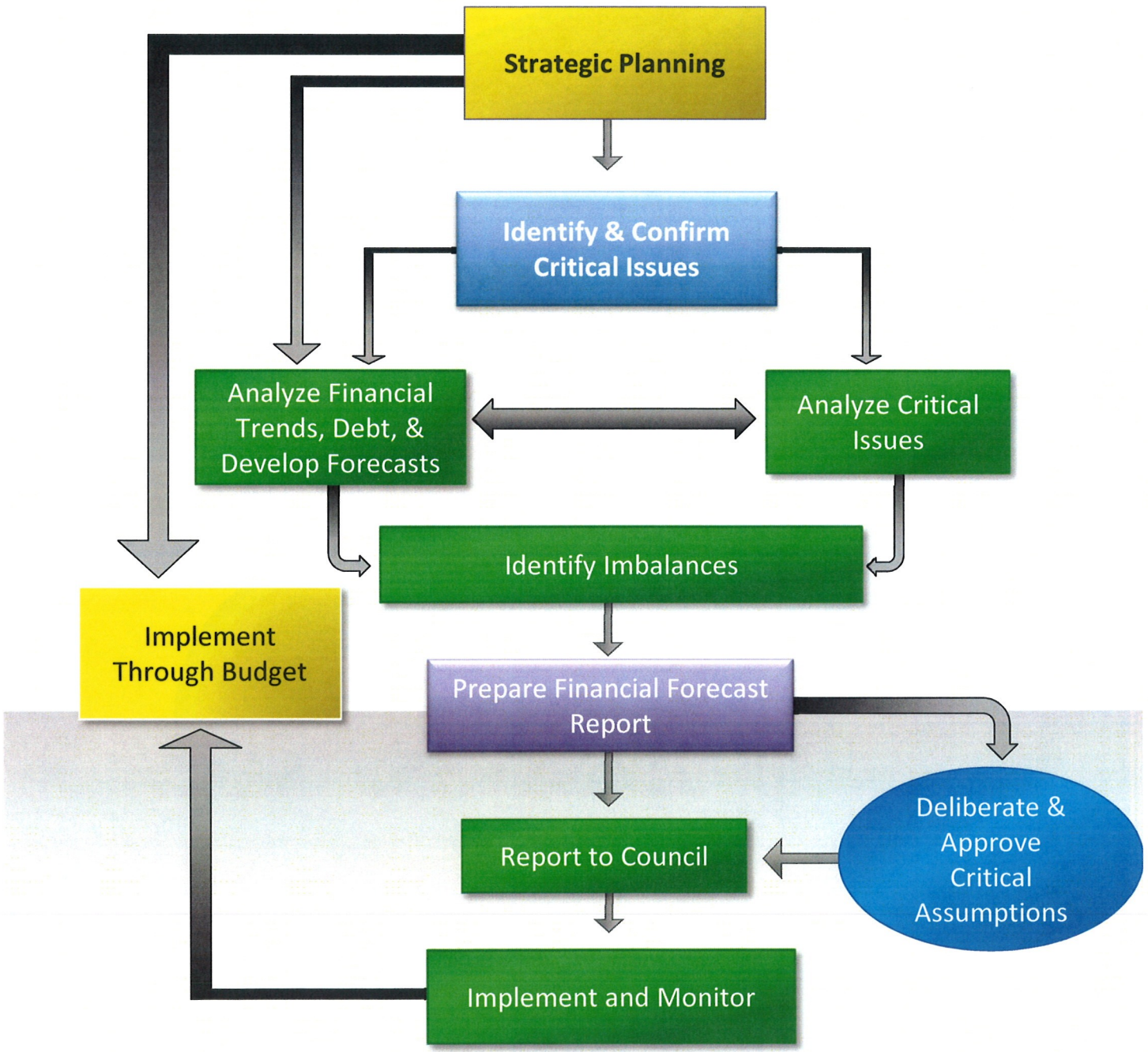
The Five-Year Financial Forecast provides transparent financial analysis of each fund for information such as:

- the trend and prudent level of fund balances;
- a need to reduce service levels or increase revenues due to revenue shortfalls;
- a need to set aside moneys for making improvements and replacing capital facilities;
- the objectives relating to cost-recovery for enterprise funds (water, sewer, and refuse).

The City's Five-Year Financial Forecast helps the City consider the factors affecting the City's fiscal health. The Forecast also helps City Council, staff, and the community understand the long-term fiscal challenges and opportunities each fund faces, as well as possible advance warning of uncertainties which the community might encounter, thus guiding the City to -

- create a vision for the future,
- establish and update long-range goals and priorities,
- set the appropriate price of government services,
- hold staff accountable for this community.

City of Monterey Park Long-Term Financial Forecast Process



**City of Monterey Park
Five Year Financial Projection
General Fund**

	Estimated	Long-Term Projection					Notes
	Actual 2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	
Beginning Fund Balance							
Unassigned	\$3,554,423	\$3,554,423	\$3,554,423	\$3,024,426	\$2,336,008	\$1,262,885	
Others	12,200,454	12,200,454	12,200,454	12,200,454	12,200,454	12,200,454	(17)
Revenues:							
Property Taxes	14,287,000	14,487,000	14,922,000	15,370,000	15,831,000	16,306,000	(1)
Sales Tax	4,964,820	5,065,000	5,192,000	5,322,000	5,455,000	5,591,000	(2)
Utility Tax	3,050,000	3,100,000	3,193,000	3,289,000	3,388,000	3,490,000	(3)
Vehicle In-lieu Tax	27,587	25,000					(4)
Other Taxes	2,070,000	2,073,500	2,115,000	2,157,000	2,200,000	2,244,000	(5)
Licenses & Permits	1,857,000	2,008,000	2,248,160	2,493,123	2,242,986	2,287,845	(6)
Charges for Services	4,211,150	4,584,106	5,000,000	5,100,000	5,100,000	5,100,000	(7)
Fines	698,000	720,000	734,000	749,000	764,000	779,000	(5)
Interest and Rental	644,205	648,156	700,000	714,000	728,000	743,000	(8)
Other Revenue	788,750	823,750	850,000	850,000	850,000	850,000	(9)
Capital Reserve - Parks Master Plan	3,157,000						(19)
Total Revenues	35,755,512	33,534,512	34,954,160	36,044,123	36,558,986	37,390,845	
Expenditures:							
Salaries & Benefits	25,285,427	26,031,427	26,682,213	27,349,268	28,033,000	28,733,825	(10)
Maintenance & Operation	2,952,919	3,035,182	3,096,000	3,158,000	3,221,000	3,285,000	(11)
Contracted Services	1,131,612	1,241,612	1,266,444	1,291,773	1,317,609	1,343,961	(12)
Utilities	854,710	904,710	932,000	960,000	989,000	1,019,000	(13)
Vehicle Operating	1,000,104	1,000,381	1,050,000	1,103,000	1,158,000	1,216,000	(14)
Insurance	161,750	165,000	168,000	171,000	174,000	177,000	(15)
Small Capitals	144,841	159,500	159,500	159,500	159,500	159,500	
Capital Projects	170,449		180,000	180,000	180,000	200,000	
Retirement Fund - GF Supplements	650,000	750,000	1,550,000	1,860,000	1,900,000	1,870,000	(16)
Economic Development Programs	246,700	246,700	400,000	500,000	500,000	500,000	(18)
Parks Improvement Master Plan	3,157,000						(19)
Total Expenditures	35,755,512	33,534,512	35,484,157	36,732,541	37,632,108	38,504,285	
Ending Fund Balance	\$15,754,877	\$15,754,877	\$15,224,880	\$14,536,462	\$13,463,339	\$12,349,899	
Future Capital Projects:			\$131,800				(20)

**City of Monterey Park
Five Year Financial Projection
General Fund
Notes**

- (1) 3% growth (2% from reassessment and 1% from ownership transfer/new construction). Amounts include VLF backfill.
- (2) Future year sales tax assumes a 2.5% annual inflationary growth. Additional sales tax reflects revenues from Atlantic Times Square.
- (3) 3% growth.
- (4) The VLF revenue was diverted by the State to fund the law enforcement COPS grant.
- (5) 2% growth.
- (6) Estimated Construction permits \$100,000 per year adjusted by major developments.
- (7) Projected future plan check fees are included conservatively: FY 2014-15 for hotel projects, FY 2015-16 for Market Place.
- (8) 2% growth. Interest income increases based on projected market outlook.
- (9) Include the SB90 reimbursements from the State and various refunds.
- (10) Amounts reflect salaries restoration for SEIU, Mid-Management, and Confidential units, effective 4/2014.
- (11) 2% increase in maintenance, supplies, equipment, and other operating costs starting 2014-15.
- (12) Street sweeping costs are shared by Gas Tax and General Funds.
- (13) 3% increase in utilities, starting 2014-15.
- (14) 5% increase in vehicle operating and replacement starting 2015-16.
- (15) 2% increase in insurance costs, startup 2014-15.
- (16) General Fund retirement contributions for pension costs.
- (17) Fund balance is classified per GASB Statement 54 per 6/30/2013 CAFR. Others include Committed: Unemployment Claim \$340,000; Catastrophic Event \$2,000,000; Stabilization funds \$3,000,000; and Economic Development \$1,833,519. Assigned: City Capital Improvement \$8,183,935. However, the City Council authorized using \$3,157,000 for the Parks Improvement Master Plan Projects, thus the current capital assigned total correspondingly reduced by that amount to arrive a final Capital Improvement reserve of \$5,026,935.
- (18) Economic development budget is required since the RDA was dissolved.
- (19) Council approved a one-time drawdown of \$3,157,000 from the General Fund Capital Improvement Reserve for the Parks master plan improvements.
- (20) Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.

**City of Monterey Park
Five Year Financial Projection
Retirement Fund**

	Estimated Actual	Long-Term Projection					Notes
	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	
Beginning Fund Balance	\$1,307,653	\$417,618	\$85	\$45,204	\$3,201	\$12,020	(9)
Revenues:							
Property Taxes	5,187,500	5,342,500	5,449,000	5,558,000	5,669,000	5,782,000	(1)
GF Supplement	650,000	750,000	1,550,000	1,860,000	1,900,000	1,870,000	(2)
Residual Distributions		762,000	408,000				(9)
Total Revenues	5,837,500	6,854,500	7,407,000	7,418,000	7,569,000	7,652,000	
Expenditures:							
PERS	4,414,620	4,938,406	5,061,866	5,188,413	5,318,123	5,451,076	(3)
Mass. Mutual	900,000	950,000	950,000	950,000	950,000	950,000	(4)
Actuarial Services	18,600	25,000	27,000	29,000	31,000	33,000	(5)
Pension Obligation Bonds	1,394,315	1,358,627	1,323,015	1,292,590	1,261,058	1,229,820	(6)
Total Expenditures	6,727,535	7,272,033	7,361,881	7,460,003	7,560,181	7,663,896	
Ending Fund Balance	\$417,618	\$85	\$45,204	3,201	12,020	124	
<u>PERS RATES:</u>							
	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	
<u>Misc Retirement Plan</u>							
Employee Rate (EE Pays 8%)	8.000%	8.000%	8.000%	8.000%	8.000%	8.000%	(7)
Employer Rate	21.676%	22.516%	23.900%	25.400%	26.800%	28.200%	(8)
<u>Safety Retirement Plan</u>							
Employee Rate (EE Pays 9%)	9.000%	9.000%	9.000%	9.000%	9.000%	9.000%	(7)
Employer Rate	25.887%	28.476%	31.000%	33.500%	36.000%	38.500%	(8)

**City of Monterey Park
Five Year Financial Projection
Retirement Fund
Notes**

- (1) **2% growth is for the projection. The retirement tax rate is \$0.091175 per \$100 of assessed valuation. This is the maximum rate per AB13.**
- (2) **Operating transfers.**
- (3) **PERS costs base on PERS plans for Miscellaneous 2.7% @ 55 and Safety 3% @ 55. The costs are adjusted based on anticipated salary increases or decreases.**
- (4) **Contributions to the Mass Mutual Retirement Plan per the actuarial valuation report as of 7/1/2013. Mass Mutual Plan is the City's retirement plan prior to the participation to the PERS system.**
- (5) **Contracted actuarial services.**
- (6) **Annual debt service payment for Pension Obligation Bonds.**
- (7) **Rates per PERS Actuarial Annual Report. Miscellaneous employees contribute an entire 8% and Safety employees pay 9%.**
- (8) **Projected pension employer and employee contribution rates per 6/30/2013 CalPERS Annual Valuation Report.**
- (9) **Beginning fund balance for 2013-14 excluded the pension override transfer of \$7,842,427 (Catch-up portion for fiscal years 2007-08 through 2009-10). If the outcome is negative, the City will share the residual distributions with other taxing entities. The City projects its share at 15%, \$1.17 million.**

**City of Monterey Park
Five Year Financial Projection
Gas Tax Fund**

	Estimated Actual	Long-Term Projection					Notes
	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	
Beginning Fund Balance	\$1,367,109	\$1,345,826	\$884,021	\$479,321	\$309,221	\$149,521	
Revenues:							
State Gas Tax	1,497,500	1,532,500	1,578,000	1,625,000	1,674,000	1,724,000	(1)
Bikeway (SB821)	49,795	49,795	51,000	53,000	55,000	57,000	(1)
Interest Income	3,000	3,000	2,000	2,500	2,000	2,000	
Total Revenues	1,550,295	1,585,295	1,631,000	1,680,500	1,731,000	1,783,000	
Expenditures:							
Salaries & Benefits	860,334	800,000	820,000	841,000	862,000	884,000	(2)
Maintenance & Operation	26,044	50,000	51,000	52,000	53,000	54,100	(3)
Street Cleaning (Gas Tax portion)	257,500	285,000	294,000	303,000	312,000	321,000	(4)
Utilities	12,000	12,400	12,800	13,200	13,600	14,000	(5)
Vehicle Operating	266,700	274,700	282,900	291,400	300,100	309,100	(6)
Small Capital	30,000	100,000	50,000	50,000	50,000	50,000	(7)
Capital Projects	100,000	525,000	525,000	300,000	300,000	300,000	(7)
Capital Projects - Carryover	19,000						
Total Expenditures	1,571,578	2,047,100	2,035,700	1,850,600	1,890,700	1,932,200	
Ending Fund Balance	\$1,345,826	\$884,021	\$479,321	\$309,221	\$149,521	\$321	
Future Capital Projects:				\$225,000	\$225,000	\$225,000	(7)

**City of Monterey Park
Five Year Financial Projection
Gas Tax Fund
Notes**

- (1) 3% growth in state gas tax funds.
- (2) 2.5% increase in salaries & benefits, starting 2015-16.
- (3) 2% increase in maintenance, supplies and other operating costs.
- (4) 3% increase in street sweeping services which are funded by Gas Tax Fund and General Fund.
- (5) 3% increase in utilities.
- (6) 3% increase in vehicle operating and replacement costs.
- (7) **Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.**

**City of Monterey Park
Five Year Financial Projection
Park Facilities Fund**

	Estimated	Long-Term Projection					Notes
	Actual 2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	
Beginning Fund Balance	(\$21,233)	\$50,202	\$0	\$0	(\$27,500)	\$72,500	(2)
Revenues:							
Park Facilities Fees	100,000	100,000	400,000	300,000	300,000	300,000	(1)
Total Revenues	100,000	100,000	400,000	300,000	300,000	300,000	
Expenditures:							
Repay General Fund Loan				327,500			
Capital Projects		150,202	400,000		200,000		
Capital Projects - Carryover	28,565						
Total Expenditures	28,565	150,202	400,000	327,500	200,000	0	
Ending Fund Balance	\$50,202	\$0	\$0	(\$27,500)	\$72,500	\$372,500	
Future Capital Projects:		\$310,498	\$35,000	\$260,000	\$85,000		(3)

**City of Monterey Park
Five Year Financial Projection
Park Facilities Fund
Notes**

- (1) Park Facilities Fee is established at \$700 per single family dwelling for residential development, \$1 per square foot for commercial development, and \$150 per residential remodeling. Annual Park Facilities fees without major development are approximately \$50,000 to \$62,000.**
- (2) General Fund loaned \$805,000 to Park Facilities Fund.**
- (3) Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.**

**City of Monterey Park
Five Year Financial Projection
Proposition A Transit Fund**

	Estimated Actual	Long-Term Projection					Notes
	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	
Beginning Fund Balance	\$1,608,932	\$1,786,137	\$1,480,937	\$1,158,337	\$824,937	\$779,537	
Revenues:							
Proposition A	965,000	970,000	989,000	1,009,000	1,029,000	1,050,000	(1)
Proposition A Incentive	109,852	109,800	104,000	104,000	104,000	104,000	(2)
Fares	115,000	115,000	115,000	115,000	115,000	115,000	
Interest Income	6,500	6,800	7,000	7,000	6,800	6,500	
Sale of Surplus Property							
Total Revenues	1,196,352	1,201,600	1,215,000	1,235,000	1,254,800	1,275,500	
Expenditures:							
Salaries & Benefits	483,312	522,000	535,000	548,000	562,000	576,000	(3)
Maintenance & Operation	18,000	18,400	18,800	19,200	19,600	20,000	(4)
Bus Shelter Maintenance	15,000	15,000	15,000	15,000	15,000	15,000	(5)
Utilities	12,975	13,400	13,800	14,200	14,600	15,000	(6)
Allocated Costs / Insurance	183,000	188,000	194,000	200,000	206,000	212,000	(7)
MTA Bus Pass Subsidy	42,000	42,000	42,000	42,000	42,000	42,000	
Motor Pools Charges	105,000	108,000	111,000	114,000	117,000	121,000	(8)
Transit Bus Contract (Prop A portion)	159,860	300,000	308,000	316,000	324,000	332,000	(9)
Bus Replacement		300,000	300,000	300,000		600,000	(10)
Capital Projects							
Capital Projects - Carryover							
Total Expenditures	1,019,147	1,506,800	1,537,600	1,568,400	1,300,200	1,933,000	
Ending Fund Balance	\$1,786,137	\$1,480,937	\$1,158,337	\$824,937	\$779,537	\$122,037	

Future Capital Projects:

**City of Monterey Park
Five Year Financial Projection
Proposition A Transit Fund
Notes**

- (1) **2% increase in Proposition A sales tax allocations.**
- (2) **Incentive grants from MTA for ridership information reporting.**
- (3) **2.5% increase in salaries & benefits.**
- (4) **2% increase in maintenance, supplies and other operating costs.**
- (5) **3% increase for bus shelter maintenance.**
- (6) **3% increase in utilities.**
- (7) **3% increase in the administrative support and liability insurance provided by the City.**
- (8) **Replacement of a dial-a-ride van.**
- (9) **3% increase in contracted services for Spirit Buses. Bus contract is funded by a combination of Prop A, Prop C, and Measure R funds. Starting 2014-15, contract will be paid by Prop C and Measure R funds.**
- (10) **Bus replacement will be purchased 2 in 2014-15 through a combined funding of the MTA CNG Bus. Replacement grant of \$309,000 and the City Proposition A funds of \$300,000.**

**City of Monterey Park
Five Year Financial Projection
Measure R Fund**

	Estimated	Long-Term Projection					Notes
	Actual 2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	
Beginning Fund Balance	\$745,603	\$714,432	\$418,032	\$338,032	\$272,632	\$222,032	
Revenues:							
Measure R	635,000	645,000	664,000	684,000	705,000	726,000	(1)
Interest Income	4,400	4,600	2,000	1,600	400	200	
Total Revenues	639,400	649,600	666,000	685,600	705,400	726,200	
Expenditures:							
Salaries & Benefits	77,571	92,000	94,000	96,000	98,000	100,000	(2)
Road Repair Supplies	133,000	170,000	190,000	190,000	190,000	190,000	
Slurry Seal of Various Streets	150,000	100,000	100,000	100,000	100,000	100,000	(3)
Transit Bus Contract		84,000	87,000	90,000	93,000	96,000	(4)
Sidewalk Reconstruction	100,000	100,000					
Capital Carryover - Fire Parking Lot	50,000						
Capital Projects	160,000	400,000	275,000	275,000	275,000	275,000	
Total Expenditures	670,571	946,000	746,000	751,000	756,000	761,000	
Ending Fund Balance	\$714,432	\$418,032	\$338,032	\$272,632	\$222,032	\$187,232	
Future Capital Projects:							(5)

**City of Monterey Park
Five Year Financial Projection
Measure R Fund
Notes**

- (1) 3% increase in Measure R funding.**
- (2) 2.5% increase in salaries & benefits.**
- (3) Slurry seal of various streets. Measure R funds can be used to supplement Prop A and C projects for all Street-related costs, including personnel costs.**
- (4) 3% increase in contracted services for Spirit Buses.**
- (5) Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.**

**City of Monterey Park
Five Year Financial Projection
Proposition C Transit Fund**

	Estimated	Long-Term Projection					Notes
	Actual	2014-15	2015-16	2016-17	2017-18	2018-19	
	2013-14						
Beginning Fund Balance	\$550,513	\$383,200	\$401,400	\$495,800	\$517,300	\$608,800	
Revenues:							
Proposition C	835,000	835,000	852,000	869,000	886,000	904,000	(1)
Interest Income	3,000	3,200	2,400	2,500	2,500	2,500	
Total Revenues	838,000	838,200	854,400	871,500	888,500	906,500	
Expenditures:							
Maintenance & Operation	63,734	65,000	66,000	67,000	68,000	69,000	(2)
Transit Bus Contract (Prop C portion)	758,050	650,000	663,000	676,000	696,000	710,000	(3)
Metrolink Station JPA	29,000	30,000	31,000	32,000	33,000	34,000	
Capital Projects - Carryover	154,528						(4)
Capital Projects		75,000		75,000			
Total Expenditures	1,005,312	820,000	760,000	850,000	797,000	813,000	
Ending Fund Balance	\$383,200	\$401,400	\$495,800	\$517,300	\$608,800	\$702,300	

Future Capital Projects:

**City of Monterey Park
Five Year Financial Projection
Proposition C Transit Fund
Notes**

- (1) **2% increase in Proposition C sales tax allocations.**
- (2) **2% increase in maintenance, supplies and other operating costs.**
- (3) **2% increase for Spirit Buses services. Starting 2014-15, move some of the transit bus Prop C portion expenditures to Measure R.**
- (4) **Source: Preliminary Five-year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.**

**City of Monterey Park
Five Year Financial Projection
Asset Forfeiture Fund**

	Estimated Actual	Long-Term Projection					Notes
	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	
Beginning Fund Balance	433,259	313,921	82,421	55,221	54,821	101,021	
Revenues:							
Asset Forfeiture Revenue	181,000	161,000	270,000	300,000	350,000	350,000	(1)
Interest Income	2,500	2,500	800	600	1,200	1,000	
Total Revenues	183,500	163,500	270,800	300,600	351,200	351,000	
Expenditures:							
Salaries & Benefits	21,048	23,000	24,000	25,000	26,000	27,000	(2)
Maintenance & Operation	119,431	122,000	124,000	126,000	129,000	132,000	(3)
Police Vehicle Replacement	95,000	100,000	100,000	100,000	100,000	100,000	
Debt Service		50,000	50,000	50,000	50,000	50,000	(4)
Capital Projects	25,150	100,000					(5)
Capital Projects - Carryover	42,209						
Total Expenditures	302,838	395,000	298,000	301,000	305,000	309,000	
Ending Fund Balance	\$313,921	\$82,421	\$55,221	\$54,821	\$101,021	\$143,021	
Future Capital Projects:		\$175,000	\$200,000	\$200,000	\$800,000	\$200,000	(5)

**City of Monterey Park
Five Year Financial Projection
Asset Forfeiture Fund
Notes**

- (1) **Asset forfeiture funds are distributed from the US Department of Justice and the Department of Treasury. This may take several years to complete.**
- (2) **2.5% increase in salaries & benefits.**
- (3) **2% increase in maintenance, supplies and other operating costs.**
- (4) **Annual debt service costs for the Police CAD/RMS/FMIS system - \$2 million, 15 years @ 5% interest rate. The lease period is from 6/2006 to 6/2021. Debt service payments are paid through Public Safety Impact Fee Fund, Asset Forfeiture Fund and the State COPS Grant funds.**
- (5) **Source: Preliminary Five-year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.**

**City of Monterey Park
Five Year Financial Projection
Business Improvement Area #1 Fund**

	Estimated	Long-Term Projection					Notes
	Actual 2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	
Beginning Fund Balance	\$236,412	\$170,364	\$119,848	\$89,248	\$59,648	\$31,048	
Revenues:							
Business Improvement Fees	58,584	58,584	59,000	60,000	61,000	62,000	(1)
Interest Income	860	900	400	400	400	400	
Total Revenues	59,444	59,484	59,400	60,400	61,400	62,400	
Expenditures:							
Professional Services	125,492	110,000	90,000	90,000	90,000	90,000	(2)
Total Expenditures	125,492	110,000	90,000	90,000	90,000	90,000	
Ending Fund Balance	\$170,364	\$119,848	\$89,248	\$59,648	\$31,048	\$3,448	

**City of Monterey Park
Five Year Financial Projection
Business Improvement Area #1 Fund
Notes**

- (1) Revenues derived from assessment on businesses located within Business Improvement Area #1.
- (2) Contracted services reflect downtown improvements.

**City of Monterey Park
Five Year Financial Projection
Air Quality Improvement Fund**

	Estimated Actual	Long-Term Projection					Notes
	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	
Beginning Fund Balance	\$181,416	\$227,516	\$262,566	\$189,216	\$235,766	\$159,216	
Revenues:							
Air Quality Allocation	74,000	75,000	75,000	75,000	75,000	75,000	
Interest Income	600	650	350	350	350	350	
Total Revenues	74,600	75,650	75,350	75,350	75,350	75,350	
Expenditures:							
Ridesharing Programs	25,000	25,000	25,000	25,000	28,000	28,000	
Maintenance & Operation	3,500	3,600	3,700	3,800	3,900	4,000	(1)
Motor Vehicles-Passenger			120,000		120,000	120,000	
Capital Projects		12,000					
Total Expenditures	28,500	40,600	148,700	28,800	151,900	152,000	
Ending Fund Balance	\$227,516	\$262,566	\$189,216	\$235,766	\$159,216	\$82,566	

Future Capital Projects:

**City of Monterey Park
Five Year Financial Projection
Air Quality Improvement Fund
Notes**

- (1) 2% increase in maintenance and operations (printing/duplicating; dues/memberships; rideshare awards).**
- (2) Source: Preliminary Five-year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.**

**City of Monterey Park
Five Year Financial Projection
Maintenance Benefit Assessment District Fund**

	Estimated Actual	Long-Term Projection					Notes
	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	
Beginning Fund Balance	\$186,298	\$153,129	\$22,909	\$0	\$0	\$0	
Revenues:							
Special Assessment	983,000	983,000	993,000	1,000,000	1,000,000	1,010,000	(1)
GF Supplement			106,491	154,800	189,400	214,200	
Total Revenues	983,000	983,000	1,099,491	1,154,800	1,189,400	1,224,200	
Expenditures:							
Salaries & Benefits	278,563	300,000	307,500	315,200	323,100	331,200	(2)
Maintenance & Operation	13,220	33,220	33,900	34,600	35,300	36,000	(3)
Contracted Services	75,000	80,000	82,000	84,000	87,000	90,000	(4)
Vehicle Operating	56,700	60,000	63,000	66,000	69,000	72,000	(5)
Utilities	550,233	590,000	608,000	626,000	645,000	664,000	(6)
Capital Projects	26,000	50,000	28,000	29,000	30,000	31,000	(7)
Capital Carryover - Atlas Median Light	16,453						
Total Expenditures	1,016,169	1,113,220	1,122,400	1,154,800	1,189,400	1,224,200	
Ending Fund Balance	\$153,129	\$22,909	\$0	\$0	\$0	\$0	
Future Capital Projects:							(7)

**City of Monterey Park
Five Year Financial Projection
Maintenance Benefit Assessment District Fund
Notes**

- (1) Increase in assessment charges due to parcel changes and new developments.**
- (2) 2.5% increase in salaries & benefits. Reductions reflect non-sufficient assessment revenues.**
- (3) 2% increase in maintenance, supplies and other operating costs, effective 2015-16.**
- (4) 3% increase in contracted services.**
- (5) 5% increase in vehicle operating costs.**
- (6) 3% increase in utilities.**
- (7) Source: Preliminary Five-year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.**

**City of Monterey Park
Five Year Financial Projection
Special Library Tax Fund**

	Estimated	Long-Term Projection				Notes
	Actual	2014-15	2015-16	2016-17	2017-18	
	2013-14					
Beginning Fund Balance	\$161,048	\$65,348	\$0	\$0	\$0	
Revenues:						
Library Parcel Tax	502,000	502,000	504,400	504,600	504,600	(1)
Interest Income	300	300	450			
GF Supplement		16,548	79,796	84,597	89,254	
Total Revenues	502,300	518,848	584,646	589,197	593,854	
Expenditures:						
Salaries & Benefits	86,975	102,000	104,550	107,164	109,843	(2)
Maintenance & Operation	87,108	95,000	96,900	98,838	100,815	(3)
Debt Service	383,197	383,196	383,196	383,196	383,196	(4)
Capital Purchases	7,000	4,000				(5)
Capital Projects - Carryover	33,720					
Total Expenditures	598,000	584,196	584,646	589,198	593,854	
Ending Fund Balance	\$65,348	\$0	\$0	\$0	\$0	
Future Capital Projects:						(5)

**City of Monterey Park
Five Year Financial Projection
Special Library Tax Fund
Notes**

- (1) **Library tax rate, as approved by two-thirds voter approval of Measure C in the April 1998 election, is \$25 for each single-family parcel, \$50 for parcels having two residential units, \$75 for parcels having three or more residential units, and \$75 for parcels having a non-residential building. The final date for Library Tax levy is 4/2018.**
- (2) **2.5% increase in salaries & benefits. Increases for 2014-15 display the projected 7-day opening for the Library.**
- (3) **2% increase in maintenance, supplies and other operating costs. Increases for 2014-15 display the projected 7-day opening for the library.**
- (4) **Annual debt service costs for the repayment of \$3.9 million library expansion construction financing, 13 years (2017-18) at 3.81%.**
- (5) **Source: Preliminary Five-year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.**

**City of Monterey Park
Five Year Financial Projection
Public Safety Augmentation Fund**

	Estimated	Long-Term Projection					Notes
	Actual 2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	
Beginning Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	
Revenues:							
Safety Augmentation	580,000	620,000	632,000	645,000	658,000	671,000	(1)
Total Revenues	580,000	620,000	632,000	645,000	658,000	671,000	
Expenditures:							
Salaries & Benefits	580,000	620,000	632,000	645,000	658,000	671,000	(2)
Total Expenditures	580,000	620,000	632,000	645,000	658,000	671,000	
Ending Fund Balance	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	

**City of Monterey Park
Five Year Financial Projection
Public Safety Augmentation Fund
Notes**

- (1) 2% growth assumed for future year sales tax. Voter-approved Proposition 172 tax measure. An additional 1/2% of sales tax is allocated to local governments and the tax proceeds are restricted for public safety expenditures, 1/2 for Police and 1/2 for Fire.**

- (2) Personnel costs for Police and Fire Departments.**

**City of Monterey Park
Five Year Financial Projection
Public Safety Impact Fee Fund**

	Estimated	Long-Term Projection					Notes
	Actual 2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	
Beginning Fund Balance	(\$61,549)	(\$67,562)	\$838	\$24,138	\$394,238	\$361,138	
Revenues:							
Public Safety Impact Fees	100,000	170,000	400,000	800,000	400,000	150,000	(1)
Sales of Property							
Interest Income							
Total Revenues	100,000	170,000	400,000	800,000	400,000	150,000	
Expenditures:							
Salaries & Benefits	0	0	103,300	105,900	108,500	111,200	(2)
Maintenance & Operation	0	0	10,400	10,600	10,800	11,000	(3)
Contracted Services	12,241	12,600	13,000	13,400	13,800	14,200	(4)
Training							
Capital Purchases		89,000	250,000	300,000	300,000	300,000	(5)
Capital Projects - Carryover	93,772						
Total Expenditures	106,013	101,600	376,700	429,900	433,100	436,400	
Ending Fund Balance	(\$67,562)	\$838	\$24,138	\$394,238	\$361,138	\$74,738	
Future Capital Projects:		\$516,000	\$215,000				(5)

**City of Monterey Park
Five Year Financial Projection
Public Safety Impact Fee Fund
Notes**

- (1) Public Safety Impact Fee is established at \$1.50 per square foot for new residential and commercial construction. Annual Public Safety Impact Fee revenue without major development is approximately \$100,000. Fees for 2015-16 include projected hotel projects and 2016-17 through 2017-18 projected Market Place.**
- (2) 2.5% increase in salaries & benefits. No spending budgets for 2013-14 and 2014-15 due to insufficient funds.**
- (3) 2% increase in maintenance, supplies and other operating costs.**
- (4) 3% increase in contracted services.**
- (5) Source: Preliminary Five-year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.**

**City of Monterey Park
Five Year Financial Projection
CERCLA Liability Fund**

	Estimated Actual	Long-Term Projection					Notes
	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	
Beginning Fund Balance	\$806,402	\$812,502	\$688,602	\$570,402	\$451,702	\$286,002	
Revenues:							
Environmental Liability Fees	124,000	124,000	130,000	130,000	133,000	133,000	(1)
Interest Income	2,100	2,100	1,800	1,300	1,300	1,300	
Total Revenues	126,100	126,100	131,800	131,300	134,300	134,300	
Expenditures:							
Contribution to General Liability Fund	120,000	250,000	250,000	250,000	300,000	300,000	(2)
Total Expenditures	120,000	250,000	250,000	250,000	300,000	300,000	
Ending Fund Balance	\$812,502	\$688,602	\$570,402	\$451,702	\$286,002	\$120,302	(3)

**City of Monterey Park
Five Year Financial Projection
CERCLA Liability Fund
Notes**

- (1) Charges to refuse haulers based on the tonnage of waste disposed.**
- (2) Interfund charges to General Liability Fund. Changes for 2014-15 reflect increased claims in the General Liability Fund.**
- (3) Fund balance is reserved for potential environmental liability claims against the city.**

**City of Monterey Park
Five Year Financial Projection
Housing Fund**

	Estimated	Long-Term Projection					Notes
	Actual 2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	
Beginning Fund Balance	\$2,674,160	\$2,414,160	\$2,148,060	\$1,875,860	\$2,097,360	\$2,312,360	
Revenues:							
SERAF Repayment	0	0	0	500,000	500,000	500,000	(1)
Total Revenues	0	0	0	500,000	500,000	500,000	
Expenditures:							
Maintenance & Operation	178,000	181,600	185,200	188,900	192,700	196,600	(2)
Contract Services	82,000	84,500	87,000	89,600	92,300	95,100	(3)
Total Expenditures	260,000	266,100	272,200	278,500	285,000	291,700	
Ending Fund Balance	\$2,414,160	\$2,148,060	\$1,875,860	\$2,097,360	\$2,312,360	\$2,520,660	(4)

**City of Monterey Park
Five Year Financial Projection
Housing Fund
Notes**

- (1) **SERAF loan repayment made by the Successor Agency per ROPS, starting 2016-17.**
- (2) **23% increase for operation & maintenance expenditures for housing activities.**
- (3) **3% increase for Contract Services, such as housing contractions and legal costs.**
- (4) **Fund balances reserved for the City housing programs.**

**City of Monterey Park
Summary Financial Projection
Governmental Fund Types**

Special Revenue Funds ⁽¹⁾

	Estimated Actual 2013-14	Long-Term Projection				
	2014-15	2015-16	2016-17	2017-18	2018-19	
Beginning Fund Balance	\$10,176,025	\$8,786,794	\$6,509,721	\$5,320,781	\$5,193,328	\$5,095,197
Revenues: (5)						
Taxes	10,484,379	10,730,379	11,253,400	11,382,600	11,616,600	11,351,000
Charges for Services	1,322,000	1,392,000	1,638,000	2,045,000	1,648,000	1,408,000
Fines and Forfeitures	181,000	161,000	270,000	300,000	350,000	350,000
Grants	2,754,002	1,609,878	1,609,883	1,609,883	1,609,883	1,609,883 (2)
Other	133,112	133,850	121,200	120,250	118,950	118,250
Sales Of Property	0	0	0	0	0	0
SERAF Repayment	0	0	0	500,000	500,000	500,000
GF Supplement to Pension	650,000	750,000	1,550,000	1,860,000	1,900,000	1,870,000
GF Supplement to Other Funds	0	16,548	186,287	239,397	278,654	214,200
Residual Distributions		762,000	408,000			
Total Revenues	15,524,493	15,555,655	17,036,770	18,057,130	18,022,087	17,421,333
Expenditures: (5)						
Salaries & Benefits	8,558,480	9,351,602	9,653,412	9,859,873	10,073,762	9,794,476
Maintenance & Operations	2,942,528	3,103,420	3,164,400	3,235,738	3,367,515	3,341,100
Debt Services	1,394,315	1,408,627	1,373,015	1,342,590	1,311,058	1,279,820 (4)
Capital Outlay	443,150	1,816,202	1,798,000	1,129,000	1,075,000	1,476,000
Measure R Projects	383,000	454,000	377,000	380,000	383,000	386,000
Grants	2,754,002	1,609,878	1,609,878	1,609,883	1,609,883	1,609,883 (2)
Repay General Fund Loan	0	0	0	327,500	0	0
Capital Project - Carryover	438,248	0	0	0	0	0
Total Expenditures	16,913,723	17,743,729	17,975,705	17,884,584	17,820,218	17,887,279
Ending Fund Balance	8,786,794	6,598,721	5,570,781	5,493,329	5,395,198	4,629,251

Notes:

- (1) Special Revenue Funds include: retirement, pension liability, gas tax, park facilities, proposition A and C, asset forfeiture, business improvement area #1, AQMD, maintenance benefit assessment district, library tax, public safety augmentation, public safety impact fee, CERCLA liability, housing program, and grant funds. All Special Revenue Funds are Non-major Funds, with the exception of the grants, housing funds, and retirement fund which are Major Funds.
- (2) Special Grants include library grants, HUD CDBG and Home grants, Parks and Recreation grants, Police grants, Engineering grants, Transportation grants, Fire grants, and other special grants.
- (3) Amounts reflect MOU labor obligations and changes.
- (4) Amounts include debt service payments for Pension Obligation Bonds.
- (5) Revenues are projected based on several factors, such as trend analysis, state budget implications, and Consumer Price Index. Expenditures for future years are projected based on trend analysis and availability of funds.

**City of Monterey Park
Five Year Financial Projection
Water Operation Fund**

	Estimated	Long-Term Projection					Notes
	Actual 2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	
Beginning Unrestricted	\$23,264,331	\$21,560,066	\$18,004,907	\$15,003,848	\$11,541,489	\$8,673,530	
Revenues:							
Sales of Surplus Property							
Water Sales	7,625,000	7,625,000	7,930,000	8,247,000	8,577,000	8,920,000	(1)
Connection Fees	80,000	100,000	103,000	106,000	109,000	112,000	
Meter Installation	150,000	150,000	155,000	160,000	165,000	170,000	
Financing		4,000,000	2,000,000				(2)
Other Revenue	50		100	100	100	100	
Water Rights	30,000	30,000					
Total Revenues	7,885,050	11,905,000	10,188,100	8,513,100	8,851,100	9,202,100	
Expenditures:							
Water Administration	4,147,110	4,300,000	4,429,000	4,562,000	4,699,000	4,840,000	(3)
Water Commercial	600,566	680,000	699,000	719,000	740,000	761,000	(4)
Water Production	1,323,205	1,400,000	1,442,000	1,485,300	1,529,900	1,575,800	(5)
Water Distribution	1,203,673	1,300,000	1,339,000	1,379,000	1,420,000	1,463,000	(6)
Debt Service - Principal Payment	300,872	330,159	330,159	330,159	330,159	330,159	(7)
Additional Debt Service		500,000	500,000	500,000	500,000	500,000	(7)
Capital Projects - Water Main		1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	(8)
Capital Projects - Financing		4,000,000	2,000,000				
Capital Projects - Other	402,000	1,000,000	500,000	1,000,000	500,000	1,000,000	
OPEB Set Aside	300,000	300,000	300,000	300,000	300,000	300,000	
Capital Projects - Carryover	734,541						
Transfer to GF for Street Repairs	480,000	650,000	650,000	700,000	700,000	750,000	(8)
Interest Expense	97,348						(7)
Total Expenditures	9,589,315	15,460,159	13,189,159	11,975,459	11,719,059	12,519,959	
Ending Unrestricted	\$21,560,066	\$18,004,907	\$15,003,848	\$11,541,489	\$8,673,530	\$5,355,671	
Future Capital Projects:		\$16,367,000	\$9,810,000	\$8,860,000	\$9,190,000	\$1,380,000	(9)

**City of Monterey Park
Five Year Financial Projection
Water Operation Fund
Notes**

- (1) **3% increase per consumer price index, plus 1% for capital improvements, per Resoltuion. However, since 2010, the City has not increased its water rates over 4 years. The recent survey was done in December 2013, indicating Monterey Park water rates were 99% below average for residential and 100% below average for commerical. It is imperative that the City increases its water rates for capital and operational cost recoveries.**
- (2) **Water financing for reservoir replacements.**
- (3) **3% increase in Water Administration operation costs.**
- (4) **3% increase in Water Commercial operation costs.**
- (5) **3% increase in Water Production operation costs.**
- (6) **3% increase in Water Distribution operation costs.**
- (7) **Debt Service payments include loans from the I-Bank water main and La Loma/Highland Reservoirs. Additional other debt service payments are based on 5%, 20 years loans.**
- (8) **Increases in 2014-15 reflect true cost charges to repair streets due to water main projects.**
- (9) **Source : Preliminary Five-year Capital Improvement program per the City's Water Master Plan. Amounts shown for future capital projects have not been included in fund balance calculation.**

**City of Monterey Park
Five Year Financial Projection
Water Treatment Fund**

	Estimated	Long-Term Projection					Notes
	Actual 2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	
Beginning Unrestricted Net Assets	\$12,488,896	\$10,947,068	\$10,745,568	\$10,169,568	\$9,768,968	\$9,341,768	(1)
Revenues:							
Treatment Surcharge	2,750,000	2,750,000	2,974,000	3,093,000	3,216,000	3,345,000	(2)
SGWQA Grant							
Potential Responsible Parties Reimb.	650,000	650,000					
Other Revenue - Insurance Reimb.	30,000	30,000	30,000	30,000	30,000	30,000	
Total Revenues	3,430,000	3,430,000	3,004,000	3,123,000	3,246,000	3,375,000	
Expenditures:							
Well #5 VOC	505,635	531,000	558,000	586,000	615,000	646,000	(3)
Well #12 VOC	791,058	831,000	873,000	917,000	963,000	1,011,000	(4)
Delta Perchlorate	386,946	406,000	426,000	447,000	469,000	492,000	(5)
Wells #1,3,10 VOC	466,425	490,000	515,000	541,000	568,000	596,000	(6)
Well #12 Dual Barrier	277,764	292,000	307,000	322,000	338,000	355,000	(7)
Well #15	162,911	171,000	180,000	189,000	198,000	208,000	(8)
Well #5 Perchlorate	78,563	130,000	140,000	140,000	140,000	140,000	
Post Employment	10,000	10,500	11,000	11,600	12,200	12,800	
Debt Service	370,000	370,000	370,000	370,000	370,000	370,000	(9)
Capital Projects		400,000	200,000				
Capital Carryover - Well 5/6 Air Stripper	1,740,396						
- Perchlorate Contingency	182,130						
Total Expenditures	4,971,828	3,631,500	3,580,000	3,523,600	3,673,200	3,830,800	
Ending Unrestricted Net Assets	\$10,947,068	\$10,745,568	\$10,169,568	\$9,768,968	\$9,341,768	\$8,885,968	

**City of Monterey Park
Five Year Financial Projection
Water Treatment Fund
Notes**

- (1) Fund balances represent a cash based available funds.
- (2) Water treatment surcharge on total water service fees.
- (3) 5% increase in Well #5 VOC operation costs.
- (4) 5% increase in Well #12 VOC operation costs.
- (5) 5% increase in Delta Perchlorate operation costs.
- (6) 5% increase in Wells #1, 3, 10 VOC operation costs.
- (7) 5% increase in Well #12 Dual Barrier operation costs.
- (8) 5% increase in Well #15 operation costs.
- (9) Debt service payment.

**City of Monterey Park
Five Year Financial Projection
Sewer Fund**

	Estimated	Long-Term Projection					Notes
	Actual 2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	
Beginning Unrestricted Net Assets	\$2,114,337	\$2,040,096	\$1,226,396	\$863,296	\$444,196	\$52,496	
Revenues:							
Sewer Fees	273,000	274,000	282,000	290,000	299,000	308,000	(1)
Sewer Reconstruction Fee							
Total Revenues	273,000	274,000	282,000	290,000	299,000	308,000	
Expenditures:							
Salaries & Benefits	99,441	220,000	226,000	232,000	238,000	244,000	(2)
Maintenance & Operation	20,600	171,200	174,600	178,100	181,700	185,300	(3)
Contracted Services	65,000	67,000	69,000	71,000	73,000	75,000	(4)
Small Capital	7,500	7,500	7,500	8,000	8,000	8,500	(6)
Capital Projects		622,000	168,000	220,000	190,000		(6)
Depreciation							
Capital Projects - Carryover	154,700						
Total Expenditures	347,241	1,087,700	645,100	709,100	690,700	512,800	
Ending Unrestricted Net Assets	\$2,040,096	\$1,226,396	\$863,296	\$444,196	\$52,496	(\$152,304)	(5)
Future Capital Projects:					\$30,000	\$190,000	(6)

**City of Monterey Park
Five Year Financial Projection
Sewer Fund
Notes**

- (1) **3% growth in sewer service fees (\$0.06 per 100 cubic feet of water consumption adjusted annually per CPI). However, the City has not increased the sewer rates over 4 years. In recent years, there are quite a few huge sewer overflow claims incurred to the City's General Liability Fund.**
- (2) **2.5% increase in salaries & benefits.**
- (3) **2% increase in maintenance, supplies and other operating costs, including shared allocation for General Liability Claims.**
- (4) **3% increase in contracted services.**
- (5) **Fund balance earmarked for sewer operations and capital improvements per the City's Sewer Master Plan.**
- (6) **Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.**

**City of Monterey Park
Five Year Financial Projection
Refuse Fund**

	Estimated	Long-Term Projection					Notes
	Actual 2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	
Beginning Unrestricted Net Assets	\$2,203,919	\$1,413,112	\$481,612	\$2,300	(\$429,100)	(\$808,400)	
Revenues:							
Refuse Fees	5,500,000	5,500,000	6,093,288	6,276,000	6,464,000	6,658,000	(1)
Waste Management Fees	330,000	330,000	340,000	350,000	361,000	372,000	
Total Revenues	5,830,000	5,830,000	6,433,288	6,626,000	6,825,000	7,030,000	
Expenditures:							
Salaries & Benefits	779,562	840,000	861,000	883,000	905,000	928,000	(2)
Maintenance & Operation	41,335	42,000	43,000	44,000	45,000	46,000	(3)
Waste Reduction-AB 939	2,000	2,000	2,000	2,000	2,000	2,000	(4)
Refuse Pick-Up Contract	5,000,000	5,100,000	5,202,000	5,306,000	5,412,000	5,520,000	(4)
Other Contracted Services	156,088	160,700	166,000	171,000	176,000	181,000	(5)
Utilities	13,800	14,200	14,600	15,000	15,500	16,000	(6)
Allocated Costs	270,000	278,000	286,000	295,000	304,000	313,000	(7)
Vehicle Operating	7,262	7,600	8,000	8,400	8,800	9,200	(8)
NPDES	104,000	107,000	110,000	113,000	116,000	119,000	(9)
Small Capital	20,000	10,000	20,000	20,000	20,000	20,000	(10)
Capital Projects - Carryover	26,760						
OPEB Set Aside	200,000	200,000	200,000	200,000	200,000	200,000	
Total Expenditures	6,620,807	6,761,500	6,912,600	7,057,400	7,204,300	7,354,200	
Ending Unrestricted Net Assets	\$1,413,112	\$481,612	\$2,300	(\$429,100)	(\$808,400)	(\$1,132,600)	

Future Capital Projects:

(10)

**City of Monterey Park
Five Year Financial Projection
Refuse Fund
Notes**

- (1) **Estimated 3% CPI increase for refuse rates (does not include commercial refuse fees, which are collected by refuse contractor). The rates have not been increased for over 4 years. The City anticipates a 218 rate increase to offset deficits, starting 2015-16.**
- (2) **2.5% increase in salaries & benefits.**
- (3) **2% increase in maintenance, supplies and other operating costs.**
- (4) **2% increase in contracted services for waste reduction and monitoring, and refuse pick-up (does not include commercial refuse service pick-up contract).**
- (5) **3% increase in other contracted services, including legal fees, accounting and auditing, and data processing services.**
- (6) **3% increase in utilities.**
- (7) **Administrative support provided by the City.**
- (8) **5% increase in vehicle operating costs.**
- (9) **Federally Mandated National Pollutant Discharge Elimination System, estimated increase 3%.**
- (10) **Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.**

**City of Monterey Park
Summary Financial Projection
Proprietary Fund Types
Enterprise Fund ⁽¹⁾**

	Estimated	Long-Term Projection					Notes
	Actual 2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	
Beginning Unrestricted Net Assets	\$40,071,482	\$35,960,341	\$30,458,482	\$26,039,011	\$21,325,552	\$17,259,393	
Revenues:							
Charges for Service	10,605,050	10,625,000	11,162,100	11,606,100	12,067,100	12,547,100	(2)
Financing	0	4,000,000	2,000,000	0	0	0	(3)
Settlement	650,000	650,000	0	0	0	0	
Grants/Reimbursement	30,000	30,000	30,000	30,000	30,000	30,000	
Water Rights	30,000	30,000	0	0	0	0	
Sewer Fees	273,000	274,000	282,000	290,000	299,000	308,000	
Sewer Reconstruction Fee	0	0	0	0	0	0	
Refuse Fees	5,500,000	5,500,000	6,093,288	6,276,000	6,464,000	6,658,000	
Sales of Surplus Property	0	0	0	0	0	0	
Total Revenues	17,418,050	21,439,000	19,907,388	18,552,100	19,221,100	19,915,100	
Expenditures:							
Water Administration	4,157,110	4,310,500	4,440,000	4,573,600	4,711,200	4,852,800	
Water Commercial	600,566	680,000	699,000	719,000	740,000	761,000	
Water Production	1,323,205	1,400,000	1,442,000	1,485,300	1,529,900	1,575,800	
Water Distribution	1,203,673	1,300,000	1,339,000	1,379,000	1,420,000	1,463,000	
Well #5 VOC	505,635	531,000	558,000	586,000	615,000	646,000	(4)
Well #12 VOC	791,058	831,000	873,000	917,000	963,000	1,011,000	(4)
Delta Perchlorate	386,946	406,000	426,000	447,000	469,000	492,000	(4)
Wells #1,3,10 VOC	466,425	490,000	515,000	541,000	568,000	596,000	(4)
Well #12 Dual Barrier	277,764	292,000	307,000	322,000	338,000	355,000	(4)
Well #15	162,911	171,000	180,000	189,000	198,000	208,000	(4)
Well #5 Perchlorate	78,563	130,000	140,000	140,000	140,000	140,000	(4)
Water Capital - Perchlorate Contingency	0	0	0	0	0	0	
OPEB Set Aside	500,000	500,000	500,000	500,000	500,000	500,000	
Debt Services	670,872	1,200,159	1,200,159	1,200,159	1,200,159	1,200,159	(5)
Capital Projects - Water Main	0	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	
Capital Projects - Other	402,000	1,400,000	700,000	1,000,000	500,000	1,000,000	
Capital Projects - Sewer	0	622,000	168,000	220,000	190,000	0	
Capital Projects - Refuse	0	0	0	0	0	0	
Capital Projects - Carryover	2,838,527	0	0	0	0	0	
Small Capital	27,500	17,500	27,500	28,000	28,000	28,500	
Salaries & Benefits	879,003	1,060,000	1,087,000	1,115,000	1,143,000	1,172,000	
Maintenance & Operation	61,935	213,200	217,600	222,100	226,700	231,300	
Waste Reduction-AB 939	2,000	2,000	2,000	2,000	2,000	2,000	
Refuse Pick-Up Contract	5,000,000	5,100,000	5,202,000	5,306,000	5,412,000	5,520,000	
Other Contracted Services	156,088	160,700	166,000	171,000	176,000	181,000	
Utilities	13,800	14,200	14,600	15,000	15,500	16,000	
Allocated Costs	270,000	278,000	286,000	295,000	304,000	313,000	
Vehicle Operating	7,262	7,600	8,000	8,400	8,800	9,200	
NPDES	104,000	107,000	110,000	113,000	116,000	119,000	
Transfer to GF	480,000	650,000	650,000	700,000	700,000	750,000	
Interest Expense	97,348	0	0	0	0	0	
Depreciation	0	0	0	0	0	0	
Total Expenditures	21,529,191	26,940,859	24,326,859	23,265,559	23,287,259	24,217,759	
Ending Unrestricted Net Assets	\$35,960,341	\$30,458,482	\$26,039,011	\$21,325,552	\$17,259,393	\$12,956,734	

**City of Monterey Park
Five Year Financial Projection
Enterprise Fund
Notes**

- (1) Enterprise Funds consists of Water Operation, Water Treatment, Sewer, and Refuse Funds.**
- (2) Charges for Service include fees from water sales, water connection, meter installation, and treatment surcharge.**
- (3) Financing for water main projects.**
- (4) Each activity provides for the costs associated with ground water remediation for VOC, perchlorate, or future contaminants that may be found in the system.**
- (5) Debt Service Payments for \$2 million I-Bank Loan and water main financing.**

**City of Monterey Park
Five Year Financial Projection
Auto Shop Fund**

	Estimated Actual	Long-Term Projection					Notes
	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	
Beginning Unrestricted Net Assets	\$496,556	\$65,542	(\$142,588)	(\$258,588)	(\$234,388)	(\$148,038)	
Revenues:							
Interfund Charges	1,704,478	1,750,170	1,900,000	2,100,000	2,200,000	2,300,000	
Total Revenues	1,704,478	1,750,170	1,900,000	2,100,000	2,200,000	2,300,000	
Expenditures:							
Salaries & Benefits	381,896	415,000	425,000	436,000	447,000	447,000	(1)
Maintenance & Operation	306,910	313,000	319,000	325,000	332,000	339,000	(2)
Contracted Services	67,000	69,000	71,000	73,000	75,000	77,000	(3)
Utilities	23,587	24,300	25,000	25,800	26,600	27,400	(4)
Insurance	208,000	212,000	216,000	220,000	224,000	228,000	(5)
Fuel	555,000	500,000	515,000	530,000	546,000	562,000	(6)
Vehicle/Equipment Replacement	400,000	400,000	420,000	441,000	463,050	486,203	(7)
Small Capitals	25,000	25,000	25,000	25,000			
Capital Projects							(8)
Capital Projects - Carryover	168,099						
Total Expenditures	2,135,492	1,958,300	2,016,000	2,075,800	2,113,650	2,166,603	
Ending Unrestricted Net Assets	\$65,542	(\$142,588)	(\$258,588)	(\$234,388)	(\$148,038)	(\$14,640)	
Future Capital Projects			\$2,050,000	\$632,500	\$900,375		(8)
Capital Assets, net of Accumulated Depreciation	1,008,810	1,070,000	1,102,100	1,135,200	1,169,300	1,204,400	(9)

**City of Monterey Park
Five Year Financial Projection
Auto Shop Fund
Notes**

- (1) **2.5% increase in salaries & benefits.**
- (2) **2% increase in maintenance, supplies and other operating costs.**
- (3) **3% increase in contracted services.**
- (4) **3% increase in utilities.**
- (5) **2% increase in insurance costs.**
- (6) **3% increase in fuel, starting 2015-16.**
- (7) **5% increase in vehicle/equipment replacement.**
- (8) **Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.**
- (9) **Valuation of fixed assets based on historical costs. Estimated increase is 3% per year.**

**City of Monterey Park
Five Year Financial Projection
Separation Benefits Fund**

	Estimated Actual 2013-14	Long-Term Projection				Notes	
	2014-15	2015-16	2016-17	2017-18	2018-19		
Beginning Unrestricted Net Assets	\$3,236,689	\$3,379,386	\$3,508,083	\$3,614,780	\$3,999,477	\$4,362,174	
Revenues:							
Interfund Charges	1,269,697	1,269,697	1,269,697	1,269,697	1,269,697	1,269,697	
Total Revenues	1,269,697	1,269,697	1,269,697	1,269,697	1,269,697	1,269,697	
Expenditures:							
Separation/Retirement	300,000	308,000	316,000	324,000	332,000	340,000	(1)
Fire Holiday Payout	220,000	226,000	232,000	238,000	244,000	250,000	(2)
Leave Cashout	307,000	307,000	315,000	323,000	331,000	339,000	
Transfer to General Liability	300,000	300,000	300,000				
Total Expenditures	1,127,000	1,141,000	1,163,000	885,000	907,000	929,000	
Ending Unrestricted Net Assets	\$3,379,386	\$3,508,083	\$3,614,780	\$3,999,477	\$4,362,174	\$4,702,871	
Outstanding Accrued Leave Liabilities Per 6/30/2013 CAFR	\$5,254,640	\$5,054,640	\$4,854,640	\$4,976,000	\$5,100,000	\$5,228,000	(3)

**City of Monterey Park
Five Year Financial Projection
Separation Benefits Fund
Notes**

- (1) The payout of employee accumulated vacation, holiday and sick leave at separation. Estimated increase is 2.5% per year.**
- (2) Vacation, holiday, and leave cashout are eliminated per the terms of MOUs.**
- (3) Liability related to accumulated vacation and sick leave hours at separation from City employment, estimated growth from additional hours and pay adjustment, offset by annual cashout, is 2.5% per year.**

**City of Monterey Park
Five Year Financial Projection
General Liability Fund**

	Estimated	Long-Term Projection					Notes
	Actual 2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	
Beginning Unrestricted Net Assets	(\$427,849)	(\$157,648)	\$136,352	\$396,352	\$392,352	\$453,352	
Revenues:							
Interfund Charges	1,175,000	1,130,000	1,130,000	1,200,000	1,300,000	1,400,000	(1)
Refunds & Rebates							
Transfer from Separation Benefits	300,000	300,000	300,000				
Total Revenues	1,475,000	1,430,000	1,430,000	1,200,000	1,300,000	1,400,000	
Expenditures:							
Salaries & Benefits	49,799	55,000	56,000	57,000	58,000	59,000	(2)
Claims Administration	30,000	31,000	32,000	33,000	34,000	35,000	(3)
Insurance Premium	425,000	530,000	546,000	562,000	579,000	596,000	(3)
Legal Fees	200,000	100,000	103,000	106,000	109,000	112,000	(4)
Claims Expenses	500,000	420,000	433,000	446,000	459,000	473,000	(4)
Capital Projects - Carryover							
Total Expenditures	1,204,799	1,136,000	1,170,000	1,204,000	1,239,000	1,275,000	
Ending Unrestricted Net Assets	(\$157,648)	\$136,352	\$396,352	\$392,352	\$453,352	\$578,352	(5)
Future Capital Projects			\$120,000				(6)
Outstanding Liabilities : (Per CAFR)							
Non-Current Claims	\$910,963	\$938,000	\$966,000	\$995,000	\$1,025,000	\$1,056,000	(7)
Estimated Potential Major Claims	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	
Total Claims Liabilities	\$ 2,410,963	\$ 2,438,000	\$ 2,466,000	\$ 2,495,000	\$ 2,525,000	\$ 2,556,000	

**City of Monterey Park
Five Year Financial Projection
General Liability Fund
Notes**

- (1) **Interfund charges.**
- (2) **2.5% increase in salaries & benefits.**
- (3) **3% increase in claim administration services and 5% insurance premium.**
- (4) **3% increase in legal fees and 5% claims expenses.**
- (5) **Reserve for outstanding liabilities.**
- (6) **Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.**
- (7) **3% increase in claims liabilities (including incurred but not reported claims). Amounts reflected in CAFR.**

**City of Monterey Park
Five Year Financial Projection
Workers' Compensation Fund**

	Estimated	Long-Term Projection				Notes	
	Actual 2013-14	2014-15	2015-16	2016-17	2017-18		2018-19
Beginning Unrestricted Net Assets	(\$3,152,507)	(\$3,119,294)	(\$3,078,758)	(\$2,952,182)	(\$2,727,003)	(\$2,389,684)	
Revenues:							
Interfund Charges	1,397,000	1,463,721	1,610,000	1,771,000	1,948,000	2,143,000	(1)
Refunds & Rebates							
From General Liability Fund - Transfer							
Total Revenues	1,397,000	1,463,721	1,610,000	1,771,000	1,948,000	2,143,000	
Expenditures:							
Salaries & Benefits	22,087	25,000	25,600	26,200	26,900	27,600	(2)
Claims Administration	80,000	82,400	84,900	87,400	90,000	92,700	(3)
Legal Fees	160,000	165,000	170,000	175,000	180,000	185,000	(4)
Insurance Premium	280,000	288,000	297,000	306,000	315,000	324,000	(5)
Claims Expenses	821,700	862,785	905,924	951,220	998,781	1,048,721	(6)
Total Expenditures	1,363,787	1,423,185	1,483,424	1,545,820	1,610,681	1,678,021	
Ending Unrestricted Net Assets	(\$3,119,294)	(\$3,078,758)	(\$2,952,182)	(\$2,727,003)	(\$2,389,684)	(\$1,924,705)	(7)
Outstanding Liabilities:							
(Per CAFR)							
Non-Current Claims	\$3,031,101	\$3,122,000	\$3,216,000	\$3,312,000	\$3,411,000	\$3,513,000	(8)
Estimated Potential Major Claims	500,000	500,000	500,000	500,000	500,000	500,000	
Total Claims Liabilities	\$ 3,531,101	\$ 3,622,000	\$ 3,716,000	\$ 3,812,000	\$ 3,911,000	\$ 4,013,000	

**City of Monterey Park
Five Year Financial Projection
Workers' Compensation Fund
Notes**

- (1) 10% increase is scheduled beginning 2015-16.
- (2) 2.5% increase in salaries & benefits.
- (3) 3% increase in claim administration services.
- (4) 3% increase in legal fees.
- (5) 3% increase in insurance premiums.
- (6) 5% increase in claims expenses.
- (7) Reserved for outstanding liabilities.
- (8) 3% increase in outstanding claims liabilities (including incurred but not reported claims). Liabilities reflected in CAFR.

**City of Monterey Park
Five Year Financial Projection
Technology Fund**

	Estimated Actual 2013-14	Long-Term Projection					Notes
	2014-15	2015-16	2016-17	2017-18	2018-19		
Beginning Unrestricted Net Assets	\$903,911	\$845,029	\$916,687	\$677,928	\$545,131	\$620,694	
Revenues:							
Interfund Charges	138,642	151,658	159,241	167,203	175,563	184,341	(1)
Total Revenues	138,642	151,658	159,241	167,203	175,563	184,341	
Expenditures:							
Capital Projects	80,000	80,000	398,000	300,000	100,000	100,000	(3)
Capital Projects - Carryover	117,524						
Depreciation							
Total Expenditures	197,524	80,000	398,000	300,000	100,000	100,000	
Ending Unrestricted Net Assets	\$845,029	\$916,687	\$677,928	\$545,131	\$620,694	\$705,035	(2)
Future Capital Projects					\$310,000	\$20,000	(3)
Capital Assets, net of Accumulated Depreciation	123,235	135,559	149,114	164,026	180,428	198,471	

**City of Monterey Park
Five Year Financial Projection
Technology Fund
Notes**

- (1) **5% increase is scheduled beginning 2015-16.**
- (2) **Reserved for computer system and telephone system replacement.**
- (3) **Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.**

**City of Monterey Park
Five Year Financial Projection
OPEB Internal Service Fund**

	Estimated Actual 2013-14	Long-Term Projection					Notes
	2014-15	2015-16	2016-17	2017-18	2018-19		
Beginning Unrestricted Net Assets	\$1,000,000	\$1,500,000	\$2,000,000	\$2,725,000	\$3,525,000	\$4,325,000	
Revenues:							
OPEB Set-Aside	500,000	500,000	725,000	800,000	800,000	800,000	(1)
Total Revenues	500,000	500,000	725,000	800,000	800,000	800,000	
Expenditures:							
Total Expenditures	0	0	0	0	0	0	
Ending Unrestricted Net Assets	\$1,500,000	\$2,000,000	\$2,725,000	\$3,525,000	\$4,325,000	\$5,125,000	

**City of Monterey Park
Five Year Financial Projection
OPEB Internal Service Fund
Notes**

(1) **Annual OPEB set-aside for retiree medical costs.**

**City of Monterey Park
Summary Financial Projection
Proprietary Fund Types
Internal Service Funds**

	Estimated Actual	Long-Term Projection					
	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	
Beginning Unrestricted Net Assets	2,056,800	2,513,015	3,339,776	4,203,289	5,500,569	7,223,498	
Revenues: (3)							
Interfund Charges	6,184,817	6,265,246	6,793,938	7,307,900	7,693,260	8,097,038	(1)
Refunds & Rebates	0	0	0	0	0	0	
Fr General Liability Fund - Operating Tsf							
Transfer to General Liability	300,000	300,000	300,000	0	0	0	
Total Revenues	6,484,817	6,565,246	7,093,938	7,307,900	7,693,260	8,097,038	
Expenditures: (3)							
Personnel Services	1,580,782	1,636,000	1,669,600	1,404,200	1,438,900	1,462,600	(2)
Maintenance & Operations	3,357,197	3,297,485	3,417,824	3,840,420	3,968,381	4,099,821	
Capital Projects	505,000	505,000	843,000	766,000	563,050	586,203	
Capital Projects - Carryover	285,623	0	0	0	0	0	
Small Capitals	0	0	0	0	0	0	
Depreciation							
Transfer From Separation Benefits	300,000	300,000	300,000	0	0	0	
Total Expenditures	6,028,602	5,738,485	6,230,424	6,010,620	5,970,331	6,148,623	
Ending Unrestricted Net Assets	\$2,513,015	\$3,339,776	\$4,203,289	\$5,500,569	\$7,223,498	\$9,171,913	

Notes:

- (1) Internal Service Funds include: auto shop, separation benefits, general liability, workers' compensation, other post employment benefits, and technology funds.
- (2) Amounts reflect MOU labor obligations and changes.
- (3) Revenues are projected based on several factors, such as trend analysis, state budget implications, and Consumer Price Index. Expenditures for future years are projected based on trend analysis and availability of funds.

CITY OF MONTEREY PARK
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
 2013-14 To 2018-19

PROJECT DESCRIPTION	FUNDING SOURCE	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	PROJECT TOTAL
GENERAL ADMINISTRATION								
Citywide Geographic Information System (GIS) IT Infrastructure/Applications:								
Water	Water Operation			30,000				30,000
Public Safety System	Public Safety Impact Fee				300,000			300,000
Licensing	General			10,000				10,000
Public Works/Maintenance	General			60,000				60,000
City Telephone System Upgrade	Technology			300,000	50,000	50,000	50,000	450,000
City IT System Replacement/Upgrade Network Equipment Replacement / Upgrade	Technology	50,000	50,000	50,000	60,000	60,000	70,000	340,000
Upgrade Workstations to Microsoft Office	Technology					300,000		300,000
IT Emergency / Master Plan	Technology	30,000			200,000			230,000
TOTAL GENERAL ADMINISTRATION		80,000	50,000	450,000	610,000	410,000	120,000	1,720,000
FUNDING RECAP :								
General		0	0	70,000	0	0	0	70,000
Public Safety Impact Fee		0	0	0	300,000	0	0	300,000
Technology		80,000	50,000	350,000	310,000	410,000	120,000	1,320,000
Water Operation		0	0	30,000	0	0	0	30,000
TOTAL GENERAL ADMINISTRATION		80,000	50,000	450,000	610,000	410,000	120,000	1,720,000

CITY OF MONTEREY PARK
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
2013-14 To 2018-19

PROJECT DESCRIPTION	FUNDING SOURCE	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	PROJECT TOTAL
FIRE DEPARTMENT								
Station 61 - Paint Interior Walls and Trim (Lobby)	Public Safety Impact Fee		25,000					25,000
Station 61 - Shower Remodel	General		45,000					45,000
Station 61 - Dorm/Bathroom Major Remodel	Public Safety Impact Fee			465,000				465,000
Station 61 - Apparatus Bay Extension	Public Safety Impact Fee		500,000					500,000
Station 61 - Fire Ladder Truck	Shop			1,250,000				1,250,000
Station 61 - Fire Engine Replacement	Shop			550,000				550,000
Station 61 - Rescue Ambulance Replacement	Shop			250,000				250,000
Station 61 - Replace Asphalt Parking Lot	General			125,000				125,000
Station 62 - Replacement	Fire Financing				4,000,000			4,000,000
Station 62 - Fire Engine Replacement	Shop				632,500			632,500
Station 62 - Rescue Ambulance Replacement	Shop					236,250		236,250
Station 63 - Retaining Wall	Public Safety Impact Fee		80,000					80,000
Station 63 - Fire Engine Replacement	Shop					664,125		664,125
Zoll Cardiac Defibrillator	General	36,695						36,695
TOTAL FIRE DEPARTMENT		36,695	650,000	2,640,000	4,632,500	900,375	0	8,859,570
FUNDING RECAP :								
Fire Financing		0	0	0	4,000,000	0	0	4,000,000
General		36,695	45,000	125,000	0	0	0	206,695
Public Safety Impact Fee		0	605,000	465,000	0	0	0	1,070,000
Shop		0	0	2,050,000	632,500	900,375	0	3,582,875
TOTAL FIRE DEPARTMENT		36,695	650,000	2,640,000	4,632,500	900,375	0	8,859,570

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PROJECT DESCRIPTION	FUNDING SOURCE	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	PROJECT TOTAL
POLICE DEPARTMENT								
Mobile Command Post and Communications Center	Asset Forfeiture				200,000		200,000	400,000
Mobile Data Computers	Asset Forfeiture			200,000				200,000
Radio Transmitter Tower Modification	Asset Forfeiture					100,000		100,000
L3 in-car camera system including body cameras	Asset Forfeiture		225,000					225,000
Two Factor Authentication solution	Asset Forfeiture		25,000					25,000
UPS batteries and (1) year service contract for CAD/RMS System	Asset Forfeiture		25,000					25,000
Interagency Communication Interoperability System (ICIS)	Asset Forfeiture					700,000		700,000
TOTAL POLICE		0	275,000	200,000	200,000	800,000	200,000	1,675,000
FUNDING RECAP :								
Asset Forfeiture		0	275,000	200,000	200,000	800,000	200,000	1,675,000
TOTAL POLICE		0	275,000	200,000	200,000	800,000	200,000	1,675,000

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PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
2013-14 To 2018-19

PROJECT DESCRIPTION	FUNDING SOURCE	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	PROJECT TOTAL
PUBLIC WORKS DEPARTMENT - PARKS								
Barnes Park:								
Misc Improv - Gym/Daycare Ctr Roof Drain Line Replacement	Park Facilities		4,600					4,600
Service Club Kitchen Rehabilitation	Park Facilities			75,000				75,000
Service Club Painting	Park Facilities			25,000				25,000
Service Club Parking Lot	General	75,000						75,000
Service Club Roof Replacement	General			30,000				30,000
Playground Equipment Replacement	Park Facilities				50,000			50,000
Playgrounds Surfacing	Park Facilities		15,000					15,000
Park Storage Building	Park Facilities				60,000			60,000
Auto Fill to Barnes Pool	Park Facilities				100,000			100,000
Amphitheater Paint	Park Discretionary (Maint.) (0178 Grant)	15,000						15,000
Picnic Shelters	General	275,000						275,000
Pool House Painting	Park Facilities		10,000					10,000
Pool House Drinking Fountains	General		2,200					2,200
Pool House Roofing	General			5,700				5,700
Pool Pump	General			50,600				50,600
Pool - Stadium Lighting	Park Facilities			50,000				50,000
Pool New Windows	Park Facilities			8,000				8,000
Tennis Court Lights	General	60,000						60,000
Bella Vista Park:								
Drinking Fountain Rehab	Park Facilities		4,000					4,000
Bella Vista Park Roofing	General		5,200					5,200
Playgrounds Surfacing	Park Facilities		3,000					3,000
Cascades Park/Heritage Waterfalls:								
Cascades Waterfall Lighting	Park Facilities		62,000					62,000
Walkway Replacement	Park Facilities			125,000				125,000
New Landscaping	Park Facilities		35,000					35,000
Waterfall Rehabilitation	L.A. County Grant		375,000					375,000
Waterfall Mechanical Systems	L.A. County Grant		50,000					50,000
Park Irrigation	General	120,000						120,000
Replace Irrigation	L.A. County Grant		50,000					50,000

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PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
2013-14 To 2018-19

PROJECT DESCRIPTION	FUNDING SOURCE	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	PROJECT TOTAL
Edison Trails Park:								
Playgrounds Surfacing	L.A. County Grant		10,000					10,000
Bathroom Roofing	General		5,400					5,400
Irrigation	L.A. County Grant		30,000					30,000
Benches and Signs	L.A. County Grant		5,000					5,000
Upgrade Trail	L.A. County Grant		20,000					20,000
Garvey Ranch Park :								
Gym Door Replacement for Garvey Ranch & Barnes	Park Facilities		15,000					15,000
East End Future Development	Park Facilities					250,000		250,000
Barbeque Shelters	General		7,200					7,200
Tennis Court Lights	General	60,000						60,000
Basketball Courts	General	200,000						200,000
Parking Lot	General	90,000						90,000
Playgrounds Surfacing	Park Facilities		15,000					15,000
George Elder Park:								
Misc Improv - Restroom Valves & Urinal Replace.	General		3,900					3,900
Community Gardens	General	40,000						40,000
Tennis Court Fence Repair	Park Facilities			15,000				15,000
Tennis Court Lights	General	80,000						80,000
Park Irrigation	General	330,000						330,000
Parking Lot	General	80,000						80,000
Picnic Shelters	General	125,000						125,000
Playgrounds	General	130,000						130,000
Pool Motor Replacement	Park Facilities		30,000					30,000
Pool Heater	General	25,000		40,000				65,000
Pool Replaster	General	40,000						40,000
Pool Building Painting	Park Facilities			12,000				12,000
Fence Replacement	Park Facilities				50,000			50,000
Storage Building Demolition	General	12,000						12,000
Pool Covers	Park Facilities		20,000					20,000

CITY OF MONTEREY PARK
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2013-14 To 2018-19

PROJECT DESCRIPTION	FUNDING SOURCE	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	PROJECT TOTAL
Highlands Park :								
Access Road Resurfacing	General	50,000						50,000
Picnic Shelters	General	125,000						125,000
Park Irrigation	General	148,000						148,000
La Loma Park :								
Misc Improv - Restroom Partitions, Sinks, Valves	General		8,500					8,500
Playgrounds	General	130,000						130,000
Slope Drains	General	20,000						20,000
Parking Lot and Access Road	General	125,000						125,000
Langley Center:								
Restroom Rehabilitation-Tile Floors for 2 Restrooms	Park Facilities		60,000					60,000
Sound System Replacement	Park Facilities		50,000					50,000
Ping Pong Floor / Barnes Gym Floor Resurfacing	Park Facilities		4,500					4,500
Roof Replacement	Park Facilities		65,000					65,000
Exercise Equipment Replacement	Park Facilities					35,000		35,000
Painting/Carpeting	General	50,000						50,000
Langley Entrance Doors	Langley Center Trust	11,000						11,000
Pine Tree Park :								
Drinking Fountain	Park Facilities		4,600					4,600
Playgrounds	General	70,000						70,000
Irrigation System Improvement	Park Facilities		11,000					11,000
Sequoia Park :								
Misc Improv - Restroom Vales	General		2,100					2,100
Slope Drains	Park Facilities			50,000				50,000
Playgrounds	General	187,000						187,000
Park Irrigation	General	10,000						10,000
Restroom Remodeling	General	40,000						40,000
Stairs	General	20,000						20,000
Ballfield / Park Fencing	Park Facilities		10,000					10,000

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 2013-14 To 2018-19

PROJECT DESCRIPTION	FUNDING SOURCE	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	PROJECT TOTAL
Sunnyslopes Park :								
Picnic Shelter	Park Facilities			50,000				50,000
Playgrounds	General	110,000						110,000
Slope Drains	General	20,000						20,000
Park Irrigation	General	120,000						120,000
Perimeter Fencing	Park Facilities			25,000				25,000
Others:								
Sequoia, Edison Trails, Bella Vista, and Lower La Loma Parks - Restroom Roof Replacement	General		80,000					80,000
Various Playground Improvement	Park Facilities		20,000					20,000
City Yard Parking Lot	General	100,000						100,000
Park Upgrades	General	10,000						10,000
Dog Parks	General	80,000						80,000
On Going Projects :								
Tree Well Maintenance	Maintenance District	6,000	7,000	8,000	9,000	10,000	11,000	51,000
Tree Planting County Grant	General	86,554						86,554
Specialty Restaurant / Golf Course Maintenance	Maintenance Grant (0344 Trust)	82,000	84,500	87,000	89,600	92,300	95,100	530,500
TOTAL PUBLIC WORKS DEPARTMENT - PARKS		3,357,554	1,184,700	656,300	358,600	387,300	106,100	6,050,554

CITY OF MONTEREY PARK
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
 2013-14 To 2018-19

PROJECT DESCRIPTION	FUNDING SOURCE	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	PROJECT TOTAL
FUNDING RECAP :								
General		3,243,554	114,500	126,300	0 #	0 #	0 #	3,484,354
Maintenance District		6,000	7,000	8,000	9,000 #	10,000 #	11,000 #	51,000
Park Facilities		0	438,700	435,000	260,000 #	285,000 #	0 #	1,418,700
Park Discretionary (Maint.) (0178 Grant)		15,000	0	0	0 #	0 #	0 #	15,000
Maintenance Grant (0344 Trust)		82,000	84,500	87,000	89,600 #	92,300 #	95,100 #	530,500
L.A. County Grant		0	540,000	0	0 #	0 #	0 #	540,000
Langley Center Trust		11,000	0	0	0 #	0 #	0	11,000
TOTAL PUBLIC WORKS DEPARTMENT - PARKS								
		3,357,554	1,184,700	656,300	358,600	387,300	106,100	6,050,554
PUBLIC WORKS DEPARTMENT - BUILDING								
<i>Building Maintenance</i>								
City Yard Fence	AQMD		12,000					12,000
	Park Facilities		12,000					12,000
	Water Operation		12,000					12,000
	Sewer		12,000					12,000
City Hall 2nd Level Parking Structure Repair	General					270,000		270,000
City Hall Air Duct Cleaning	Liability			80,000				80,000
City Hall Skylights	General							20,000
	Refuse							20,000
	Water Operation							20,000

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2013-14 To 2018-19

PROJECT DESCRIPTION	FUNDING SOURCE	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	PROJECT TOTAL
City Hall Men's Restroom	General	12,000						12,000
Fire Stations Air Duct Cleaning	Liability		40,000					40,000
City Library Restroom Paint	Library Tax	7,000						7,000
Emergency Conservation Program	General	99,254						99,254
On Going Projects:								
Median Maintenance	Maintenance District	20,000	20,000	20,000	20,000	20,000		100,000
TOTAL PUBLIC WORKS DEPARTMENT - BUILDING		198,254	68,000	140,000	20,000	290,000	0	716,254
FUNDING RECAP :								
AQMD		0	12,000	0	0	0	0	12,000
Sewer		0	12,000	0	0	0	0	12,000
Park Facilities		0	12,000	0	0	0	0	12,000
Water Operation		20,000	12,000	0	0	0	0	32,000
General		131,254	0	0	0	270,000	0	401,254
Maintenance District		20,000	20,000	20,000	20,000	20,000	0	100,000
Liability		0	0	120,000	0	0	0	120,000
Library Tax		7,000	0	0	0	0	0	7,000
Refuse		20,000	0	0	0	0	0	20,000
TOTAL PUBLIC WORKS DEPARTMENT - BUILDING		198,254	68,000	140,000	20,000	290,000	0	716,254

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PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
2013-14 To 2018-19

PROJECT DESCRIPTION	FUNDING SOURCE	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	PROJECT TOTAL
PUBLIC WORKS DEPARTMENT - SANITARY SEWER								
<i>Sanitary Sewer (per the Sewer Master Plan adopted by the City Council 11/6/96)</i>								
Sanitary Sewer Rehabilitation & Replacement	Sewer		100,000	100,000	100,000	100,000	100,000	500,000
Easement/Alley (Harding to Ynez)	Sewer		450,000					450,000
Atlantic Easement	Sewer			28,000				28,000
Sewer Reline on Gladys (Emerson to North End)	Sewer					120,000		120,000
Sewer Reline on Emerson (Nicholson to Lincoln)	Sewer						90,000	90,000
Sewer Videotaping	Sewer		40,000	40,000				80,000
TOTAL PUBLIC WORKS DEPARTMENT - SANITARY SEWER								
		0	590,000	168,000	100,000	220,000	190,000	1,268,000
FUNDING RECAP :								
Sewer		0	590,000	168,000	100,000	220,000	190,000	1,268,000
TOTAL PUBLIC WORKS DEPARTMENT - SANITARY SEWER								
		0	590,000	168,000	100,000	220,000	190,000	1,268,000
PUBLIC WORKS DEPARTMENT - ENGINEERING								
<i>Engineering Division</i>								
Sidewalk Construction	Bike Route Measure R	30,000	32,000	32,000	35,000	35,000	35,000	199,000
	Measure R	100,000	50,000	50,000	50,000	50,000	50,000	350,000
Localized Pavement Repairs	Measure R Water Operation		100,000	100,000	100,000	100,000	100,000	500,000
		150,000						150,000

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PROJECT DESCRIPTION	FUNDING SOURCE	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	PROJECT TOTAL
Corporate Yard General Plan	Water Operation Sewer Refuse Parks Facilities		10,000 20,000 10,000 10,000					10,000 20,000 10,000 10,000
Traffic Calming Measures - Citywide	Gas Tax		25,000	25,000	25,000	25,000	25,000	125,000
Traffic Signal Upgrades I	Proposition C		25,000		25,000			50,000
Traffic Signal Battery Backup Replacement	Measure R		25,000	25,000	25,000	25,000	25,000	125,000
Slurry Seal of Various Streets	Measure R	150,000	200,000	100,000	100,000	100,000	100,000	750,000
Pavement Management Program Update Biennial Update Required for Prop C Fund Eligibility	Proposition C		50,000		50,000			100,000
Various Street Resurfacing	Gas Tax		500,000	500,000	500,000	500,000	500,000	2,500,000
Various Median Island Landscaping	Water Operation Measure R		150,000 50,000					150,000 50,000
Citywide Beautification Project	Water Operation		75,000					75,000
Bike Trail Master Plan	Measure R		25,000					25,000
Bike Path Improvements	To Be Determined			150,000	150,000			300,000
Parking District No. 2 Improvements	General			150,000				150,000
Engineering & Traffic Survey Update	Measure R		40,000					40,000
Ackley Drainage Improvement	Measure R		120,000					120,000
Alley Improvement	Measure R		130,000					130,000
ADA Wheelchair Access Ramps	Gas Tax			100,000				100,000
TOTAL PUBLIC WORKS DEPARTMENT - ENGINEERING		690,000	1,487,000	1,132,000	1,060,000	835,000	835,000	6,039,000

CITY OF MONTEREY PARK
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2013-14 To 2018-19

PROJECT DESCRIPTION	FUNDING SOURCE	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	PROJECT TOTAL
FUNDING RECAP :								
Gas Tax		100,000	525,000	525,000	525,000	525,000	525,000	2,725,000
General		0	0	150,000	0	0	0	150,000
Parks Facilities		0	10,000	0	0	0	0	10,000
Proposition C		0	75,000	0	75,000	0	0	150,000
Refuse		0	10,000	0	0	0	0	10,000
Bike Route		30,000	32,000	32,000	35,000	35,000	35,000	199,000
Sewer		0	20,000	0	0	0	0	20,000
Water Operation		150,000	235,000	0	0	0	0	385,000
Measure R		410,000	580,000	275,000	275,000	275,000	275,000	2,090,000
To Be Determined		0	0	150,000	150,000	0	0	300,000
TOTAL PUBLIC WORKS DEPARTMENT - ENGINEERING								
		690,000	1,487,000	1,132,000	1,060,000	835,000	835,000	6,039,000
PUBLIC WORKS DEPARTMENT - WATER								
<i>Water Division (per the Water Master Plan adopted by the City Council 11/6/96)</i>								
On-Going Projects:								
Meter Exchange Program An Ongoing Program to Replace Old and Inefficient Meters	Water Operation	55,000	250,000	250,000	300,000	300,000	300,000	1,455,000
Well Electrical and Pump Station Upgrades	Water Operation	100,000	100,000	100,000	100,000	100,000	100,000	600,000
Well Redevelopment Program An Ongoing Program to Maintain Efficiency of All City Owned Water Wells	Water Operation	120,000	120,000	200,000	200,000	200,000	200,000	1,040,000
Well Telemetry	Water Operation	27,000	50,000	50,000	50,000	50,000	50,000	227,000
Street Maintenance	Water Operation	480,000	650,000	680,000	710,000	740,000	780,000	4,040,000

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 2013-14 To 2018-19

PROJECT DESCRIPTION	FUNDING SOURCE	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	PROJECT TOTAL
<u>Water Main Replacement Projects:</u>								
Water Main Replacement	Water Operation		500,000	1,000,000	1,000,000	1,000,000	1,000,000	4,500,000
<u>Water Operational Projects:</u>								
Reservoir & Well Landscaping	Water Operation	30,000						30,000
Bradshaw Reservoir Replacement / Booster Pump Replacement	Water Operation		5,500,000					5,500,000
Replace Surge Tank with VFD at Bradshaw Booster	Water Operation		400,000					400,000
Refurbish Pine Tree Reservoir	Water Operation		300,000					300,000
Replace ClaVal at Grangridge/Pavo Real	Water Operation		100,000					100,000
Seismic Retrofit Main Lines that cross Alhambra Wash	Water Operation		120,000					120,000
<u>Water Operational Projects (Cont):</u>								
Russell Reservoir Construction and Booster Pump Replacement	Water Operation		7,000,000					7,000,000
Replace Delta Settling Tanks	Water Operation			6,000,000				6,000,000
Replace Delta Booster Pump Station	Water Operation				5,500,000			5,500,000
Stand-by Generator for Delta Booster	Water Operation					1,100,000		1,100,000
New Booster Pump Station form Zone 2 to 5	Water Operation					4,200,000		4,200,000
Fire Protection Pipeline Improvements	Water Operation		2,000,000	2,000,000	2,000,000	2,000,000		8,000,000
Urban Water Management Plan	Water Operation	50,000						50,000

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PROJECT DESCRIPTION	FUNDING SOURCE	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	PROJECT TOTAL
Water Treatment Plant Projects:								
Advance Oxidation Upgrade for Delta Plant	Water Treatment Financing		4,000,000					4,000,000
Ion Exchange Treatment Facility	Water Treatment Financing			2,000,000				2,000,000
TOTAL PUBLIC WORKS DEPARTMENT - WATER		832,000	21,120,000	12,280,000	9,860,000	9,690,000	2,380,000	56,162,000
FUNDING RECAP:								
Water Treatment Financing		0	4,000,000	2,000,000	0	0	0	6,000,000
Water Operation		832,000	17,120,000	10,280,000	9,860,000	9,690,000	2,380,000	50,162,000
TOTAL PUBLIC WORKS DEPARTMENT - WATER		832,000	21,120,000	12,280,000	9,860,000	9,690,000	2,380,000	56,162,000
Asset Forfeiture		0	275,000	200,000	200,000	800,000	200,000	1,675,000
AQMD		0	12,000	0	0	0	0	12,000
Fire Financing		0	0	0	4,000,000	0	0	4,000,000
Gas Tax (State)		100,000	525,000	525,000	525,000	525,000	525,000	2,725,000
General		3,411,503	159,500	471,300	0	270,000	0	4,312,303
Langley Center Trust		11,000	0	0	0	0	0	11,000
L.A. County Grant		0	540,000	0	0	0	0	540,000
Liability		0	0	120,000	0	0	0	120,000
Library Tax		7,000	0	0	0	0	0	7,000
Maintenance District		26,000	27,000	28,000	29,000	30,000	11,000	151,000
Maintenance Grant (0344 Trust)		82,000	84,500	87,000	89,600	92,300	95,100	530,500

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 2013-14 To 2018-19

PROJECT DESCRIPTION	FUNDING SOURCE	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	PROJECT TOTAL
	Measure R	410,000	580,000	275,000	275,000	275,000	275,000	2,090,000
	Park Facilities	0	460,700	435,000	260,000	285,000	0	1,440,700
	Proposition C	0	75,000	0	75,000	0	0	150,000
	Public Safety Impact Fee	0	605,000	465,000	300,000	0	0	1,370,000
	Refuse	20,000	10,000	0	0	0	0	30,000
	Sewer	0	622,000	168,000	100,000	220,000	190,000	1,300,000
	Shop	0	0	2,050,000	632,500	900,375	0	3,582,875
	Bike Route	30,000	32,000	32,000	35,000	35,000	35,000	199,000
	Technology	80,000	50,000	350,000	310,000	410,000	120,000	1,320,000
	Water Operation	1,002,000	17,367,000	10,310,000	9,860,000	9,690,000	2,380,000	50,609,000
	Water Treatment Financing	0	4,000,000	2,000,000	0	0	0	6,000,000
	To Be Determined	0	0	150,000	150,000	0	0	300,000
CITYWIDE TOTAL		5,179,503	25,424,700	17,666,300	16,841,100	13,632,675	3,831,100	82,475,378

**City of Monterey Park
City Clerk's Office
Mid Year Report**

Activity 1301 – City Clerk

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-date</u>
City Website Sessions (Monthly Average)	30,000	35,910
City Hall Information Desk, # of Volunteers	1	1
City Hall Information Desk, # of Public Contacts	2,100	720
Passport Application Processing	400	176
General Municipal Election Voter Turnout	July, 2013	July, 2013 23%

2013-2014 GOALS AND OBJECTIVES

1. Goal: Prepare, plan and implement a Special Election in July 2013 regarding a fire services initiative.

Status: Successfully conducted a special municipal election on July 9, 2013.
2. Goal: Assist in the modernization of the City Website, and facilitate the transition of responsibilities to the Recreation department (6509).

Status: Provided support to the Recreation Department. They are now responsible for the City's website.
3. Goal: Research for an implementation of a digital records management program.

Status: City Clerk has interviewed several companies that provide digital records management systems and software. A budget proposal and implementation effort is in progress.

**City of Monterey Park
Management Services Department
Mid Year Report**

Activity 1403 – Finance

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
✓ Number of years received awards from Government Finance Officers Association (GFOA) and the California Society of Municipal Finance Officers Association (CSMFO) for excellence in budgeting.	23	23
✓ Number of years received awards from GFOA for excellence in financial reporting.	25	25

2013-2014 GOALS AND OBJECTIVES

1. Goals: *Improve Organizational Effectiveness and Efficiency*: Modify the Finance System to handle E-Payables option. Target implementation date sets in June 2014.

Status: Staff will meet with Bank of the West personnel to discuss E-Payables programming requirements in March 2014, after completing the Affordable Care Act as well as new CalPERS reporting requirement. The target implementation date will be postponed to the end of 2014.
2. Goals: *Improve Organizational Effectiveness and Efficiency*: Extend the Online Timecard Program to include retrieving W2 and submitting absence slips capacities.

Status: The retrieval of W2s in the Online Timecard Program was completed in October 2013 and staff is currently working on the program modification to have absence slip submittal capacities.
3. Goals: *Achieve Financial Stability*: Implement modification to Payroll Program to be in compliance with the Affordable Care Act's Assessable Payment. The City's health plan is a calendar year plan and is required to start tracking employee hours of service by July 1, 2013 at the latest.

Status: We are currently modifying the timecard/payroll system to track any unpaid jury duty and military leave for part-time employees. This is a new feature per Affordable Care Act. The completion date for this project will be in January 2014

4. Goals: Achieve Financial Stability: Work with IT to modify Payroll Program to cap employee contributions to PERS for new hires per PERS Reform Act.

Status: Work with IT to modify Payroll Program to cap employee contributions to PERS for new hires per PERS Reform Act.

5. Goals: Achieve Financial Stability: Work with IT in compliance with the PERS part time reporting requirement. CalPERS requires each agency to report all part time hours and persable wages to CalPERS so that they can track the 1,000 work hour policy.

Status: Staff is waiting for detailed instructions and reporting requirements from CalPERS.

Activity 1404 – Data Processing

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
✓ Major Programming Projects	4	3
✓ Modifications/Enhancements to Existing Programs	5	5

2013-2014 GOALS AND OBJECTIVES

1. Goals: Improve Effectiveness and Efficiency: Modify the Finance System to handle E-Payables option. This is part of a multi-year plan to move the Finance System onto the latest MSSQL database server.

Status: The initial E-Payables programming meeting will be in March 2014, including the discussion of Finance System modification for the projection.

2. Goals: Improve Effectiveness and Efficiency: Implement modification to Payroll Program to be in compliance with the Healthcare laws, which requires extra charges of Medicare tax for employees earning more than \$200,000.

Status: This IT project has been completed in November 2013.

3. Goals: Improve Effectiveness and Efficiency: Implement modification to Payroll Program to cap employee contributions to PERS for new hires per PERS Reform Act.

Status: IT staff will start working on this project in February 2014 and will have it done by March.
4. Goals: Improve Effectiveness and Efficiency: Complete the PERS part time reporting requirement. CalPERS requires each agency to report all part time hours and persable wages to CalPERS so that they can track the 1,000 work hour policy.

Status: This project is pending CalPERS instructions and guidance.
5. Goals: Improve Effectiveness and Efficiency: Extend the Online Timecard Program to include retrieving W2 and submitting absence slips capacities.

Status: The W2 retrieval is completed and IT staff is currently working on the absence slip submittal feature through the Online Timecard Program.

Activity 1406 – Revenue Collections

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Business Licenses Issued	4,950	2,173
Utility Bills Mailed (Original and Delinquent)	86,500	42,650

2013-2014 GOALS AND OBJECTIVES

1. Goals: Utilize a scanning system for daily check deposits, ensuring more timely deposits than traditional armored guard transport of the physical check.

Status: Completed. As of August 2013, all of the daily deposits of the physical checks are handled by a scanning system that deposits funds promptly into the City's account.

Activity 1407 – Support Services

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Purchase Orders Issued	1,550	426
Requisitions Processed	1,910	730

2013-2014 GOALS AND OBJECTIVES

1. Goals: Assist the City Clerk's office in developing specifications for a new electronic document managing system (EDMS).
- Status: Completed. The City Clerk's office has the developed specifications and will be obtaining quotations for a new and effective EDMS in January 2014.

Activity 1408 – Communication/Duplication

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Mail Handled	408,500	195,500

2013-2014 GOALS AND OBJECTIVES

1. Goals: Explore the feasibility of upgrading or replacing the City's current phone system that was originally installed in 1993.
- Status: In Progress. Staff is in the process of evaluating the current system as well as options for consideration for a new phone system.

**City of Monterey Park
City Treasurer
Mid Year Report**

Activity 1501 – City Treasurer

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
✓ Average Investment Balance	\$75 million	\$71 million
✓ Interest Investment Earnings	\$130,000	\$59,007 ⁽¹⁾

(1) Amounts reflected only the first quarter interest earnings.

2013-2014 GOALS AND OBJECTIVES

1. Goals: Achieve Financial Stability: Continue to evaluate investment options and invest City funds using the following criteria:
 - a. Maintenance of investment portfolio safety.
 - b. Maintenance of liquidity necessary to meet the City’s daily cash requirements.
 - c. Maintenance of highest yields possible while adhering to the above criteria.

Status: Managed the City’s investment portfolio in accordance with the City’s Investment Policy. The average investment portfolio during the six months of fiscal year 2013-14 for the City was \$71 million, with an average yield of 0.538%. We expect the earnings will be higher for next six months due to funds being invested in the Los Angeles County Treasury Pooled Funds.

2. Goals: Achieve Financial Stability: Continue evaluation of City’s investment policy and internal controls over investment and treasury functions to ensure the proper segregation of duties and asset safeguarding.

Status: The evaluation was included in the Annual Investment Report presented to the City Council on August 21, 2013. Staff presented an additional allowable investment option of the Los Angeles County Treasury Pool to the City Council and was approved by the Council.

3. Goals: Working with Finance, submit monthly and annual investment reports.

Status: Monthly investment reports have been submitted to the City Council according to the Investment Policy. The 2012-13 annual investment report was presented to the City Council on August 21, 2013.

**City of Monterey Park
Community and Economic Department
Mid Year Report**

Activity 1701 – Planning Division

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
DISCRETIONARY APPLICATIONS		
Civic District Review	0	0
Code Amendments	2	3
Conditional Use Permits	4	7
General Plan Amendments	1	2
Modification to Specific Plan	0	0
Parcel Maps	2	1
Precise Plan Related	1	2
Radius Map/Mailing	6	11
Specific Plan Amendments	0	2
Tentative Tract Maps	1	1
Time Extensions	2	1
Variances	2	2
Zone Changes	1	1
CEQA		
Environmental Impact Reports	1	0
Negative Declarations	1	0
Categorical Exemptions	12	12
DESIGN REVIEW		
Signs	6	14
Remodels, No increase of floor area	6	6
Remodels, Increase of floor area	1	0
New Construction < 10,000 SF	1	2
New Construction > 10,000 SF	1	3
Landscaping	2	0
Single Family Residential	2	12
ADMINISTRATIVE APPLICATIONS		
Annual Review of CUPs/Variances	0	0
Banners	60	59
Minor Departure	4	0
Second Units	1	0
Site Plan Review	11	11
Temporary Use Permit	20	22
Traffic Study	1	3
Yard Sales	300	282

	<u>Budget Projection</u>	<u>Year-to-Date</u>
PLAN CHECK		
Process within 72 hours	100%	100%

2013-2014 GOALS AND OBJECTIVES

1. **Goal:** Complete the Housing Element Update in the General Plan to comply with the State Housing Element law and to address the Regional Housing Needs Assessment allocation for the 2014-2021 housing cycle by December 2013.

Status: The Housing Element was approved by the City Council on November 6, 2013. The Final Draft Housing was forwarded to the State Department of Housing and Community Development of review and consideration by the State.

2. **Goal:** Complete the two (2) new elements, Healthy Community and Sustainability Community Elements of the General Plan which promotes a healthier community decreasing pollution (Greenhouse Gas), and reducing energy consumption in accordance with SB 375 on a community wide basis by July 2013 and have the two new elements ready for adoption by December 2013.

Status: Preparation of the draft Elements is complete and environmental document evaluating the proposed Elements is being finalized. Adoption of the proposed Healthy Community and Sustainability Community Elements of the General Plan will be considered by the Planning Commission in February and City Council in March of 2014.

Activity 1702 – Code Enforcement Division

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
INSPECTIONS(*)		
Residential Inspections	3,374	1,866
Home Occupation	162	216
Commercial Inspections	468	151
Industrial Inspections*	<u>69</u>	<u>91</u>
Total Inspections	4,073	2,324

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Total	1,883	1,109
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* *Numbers include all follow-up site inspections*

** *Numbers included in inspection figures*

Complaints received and Investigated	1,091	573
Cases Clearance Rate	95%	95%
Volunteer Hours Donated	315	0
Administrative Citations	183	133

2013-2014 GOALS AND OBJECTIVES

1. Goal: Improve property maintenance issues of commercial and residential properties at main arteries into the city (North and South Garfield, North and South Atlantic, North New) and establish community outreach efforts with businesses and residents to improve the appearance of properties as you enter the City.

Status: Code Enforcement and Planning Divisions conducted business by business inspections of South Garfield from Pomona Boulevard to Riggan Street. Also inspections were conducted on South Atlantic from First Street to Avenida Cesar Chavez. Inspections for sign maintenance, permits, window sign requirements, business license verification and property maintenance. Notice of Violations were issued and Code Enforcement will continue to monitor.

2. Goal: Inspect and enforce signage violations on a City-wide basis to ensure valid sign permits and proper maintenance and upkeep.

Status: Inspections were conducted for sign violations including maintenance, permits and window signage on South Garfield, South Atlantic and the Business Improvement District along Garvey Avenue. Corrective action has taken place and Code Enforcement will continue inspections of these areas.

Activity 1703 – Building Division

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
PERMITS		
Building Permits:		
a. Residential, New	5	7
b. Residential, Add/Alter	325	192
c. Non-Residential, New	1	1
d. Non-Residential, Add/Alter	125	45
e. Miscellaneous	<u>210</u>	<u>100</u>
Building Permits Total	666	345
Electrical Permits	150	97
Mechanical Permits	110	62
Plumbing Permits	<u>105</u>	<u>72</u>
All Permits Total	1,031	576
ANNUAL PERMIT VALUATION	13 mil.	10 mil.
PLAN CHECKS		
Total Number Processed	<u>340</u>	<u>205</u>
Processed In-House	90%	95%
Contracted Out	10%	5%

INSPECTIONS

Construction Inspections	4,900	1991
Property Sales, Residential*	610	333
Property Sales, Commercial*	47	15
Violation Inspections	<u>30</u>	<u>15</u>
All Inspections Total	5,587	2,354

* Note: With the recent City Council action deleting Chapter 16.34 of the Municipal Code concerning property sales reports, the number of property sales reports listed under "Inspections" will no longer appear in the report.

2013-14 GOALS AND OBJECTIVES

- Goal:** Adopt the mandatory 2013 California Codes.

Status: The ordinance adopting the mandatory 2013 California Codes will be completed by the end of the January, 2014.
- Goal:** Train counter, plan review and inspection staff on the new 2013 California Codes.

Status: Staff has already participated in multiple training classes as provided by the California Building Officials (CALBO) and International Code Council (ICC). In addition, staff has taken advantage of other seminar offerings as they become available. Staff training for the new codes will continue throughout the remainder of the fiscal year and beyond.
- Goal:** Implement the upgrade to the permit system software to streamline the permitting process citywide.

Status: The required work to configure the upgrade of the permit system software is on schedule. Current plans are to activate the new software in May, 2014.
- Goal:** Work with Recreation and Community Services Department to include the citizen access link to allow access to City's records concerning permits and inspections.

Status: The citizen access module is part of the permit system software upgrade and is anticipated to go on-line May, 2014.

Activity 1704 – Economic Development Division

2013-2014 GOALS AND OBJECTIVES

- Goal:** Focus on the economic revitalization of the City by improving relations with our existing businesses, beautification of exterior buildings and surroundings, and strive to make Monterey Park a "business-friendly".

Status: In Fall of 2013, the City hired a new Director of Community and Economic Development. The new Director will work with the City Manager and Economic Development staff to evaluate new programs that will improve the relations with our existing businesses, beautification of exterior buildings and surroundings, and strive to make Monterey Park a "business-friendly". Staff has already engaged the Board of Directors of the Downtown Business Improvement District to establish a Smile Campaign to improve business and customer relations.

2. Goal: Work with developers and staff to move towards the completion of two new major Shopping Centers.

Status: Staff continues to work closely with the developer of the Monterey Park Market Place project, the trustee of the land fill and other outside agencies to move the project forward. Staff has also continued to communicate with contact for the Towne Centre encouraging the developer move forward with the project.

Activity 2201 – CDBG Administration

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Agencies assisted from Community Fund	1	1
Number of Housing Rights Center clients assisted	200	54

2013-14 GOALS AND OBJECTIVES

1. Goal: Refocus the goals and objectives of the program to ensure priority obligations are addressed.

Status: The City of Monterey Park adopted the Annual Action Plan on May, 2013.

2. Goal: Revise the Consolidated Plan to be consistent with the recent amendments to the Annual Plan and dissolution of the Redevelopment Agency.

Status: Staff is in the process of amending the 2010-2015 Consolidated Plan due to changes in activities and reductions in the annual funding allocation. Staff anticipates the amendment will be complete by February, 2014.

Activity 2206 – Home Housing Program

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Residential Rehab Grant and Loan Program Participants	9	4

2013-14 GOALS AND OBJECTIVES

- Goal:** Anticipate assisting nine (9) applicants for the Residential Rehabilitation Grant and Loan Program.

Status: Staff has completed two (2) residential rehabilitation projects. An additional two (2) projects are under construction and another three (3) projects in the pre-screening process.
- Goal:** Continue to work with LINC Housing to develop additional housing to serve low income and veteran households.

Status: Staff has continued to work with LINC Housing to develop housing to serve low income and veteran households. In July, 2013 Council approved an agreement with LINC Housing to develop six (6) rental units at 236 S. Ramona. On December 10, 2013, the Planning Commission recommended that the City Council approve the proposed General Plan Amendment and Development Agreement to allow the development of six new affordable housing units. The proposed project is scheduled for review by the City Council in January 2014.

**City of Monterey Park
Human Resources & Risk Management Department
Mid Year Report**

Activity 1801 – Human Resources Administration

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Budgeted FT Positions	290	290
Budgeted Part-time	50.10	50.10
Total Citywide FTE	347.10	347.10
Total Number of Competitive Service Positions Filled	6	14
Total Number of Promotions	2	3
Examinations Administered	10	19
Total Number of Applications Processed	500	802

2013-2014 GOALS AND OBJECTIVES

1. Goal: Successful negotiations with five (5) safety labor groups.
Status: Negotiations begin in February/March 2014.
2. Goal: Conduct employee information meetings on Benefits.
Status: Completed
3. Goal: Work with Management Services for establishing an on-line enrollment computer program for the City's annual health coverage enrollment.
Status: Implementation scheduled for October 2014
4. Goal: Continue to provide quarterly training program opportunities for employees on a variety of subjects such as Harassment Prevention, Safety in the Workplace and various supervisory training.

Status: Conducted 11 training sessions during the first 6 months of this fiscal year and 664 employees attended (343 total employee attendance for the 4-session one-day Risk Management/Customer Service Training)

DATE	WORKSHOP TITLE	PRESENTER	LOCATION	# OF ATTENDEES
6/26/2014	Dig Safety - Trenching & Shoring	TBD	TBD	TBD
5/22/2014	Put a Tourniquet on Workers Compensation Claims Cost	TBD	TBD	TBD
3/27/2014	Slash in Safety - Aquatic Safety	TBD	TBD	TBD
2/27/2014	Use of Force Elevator - What Level is the Right Level	TBD	TBD	TBD
1/15/2014	Difficult Conversations/Legal Issues Related to Generational Diversity & Succession Planning	Mark Meyerhoff	Almanson Court	5
12/6/2013	Live Active Shooter Scenario	MPK Police Dept.	City Hall	70
11/26/2013	Gordon Graham Training	Gordon Graham	Council Chambers	343
11/20/2013	Hazard Communication (Safety Data Sheets)	Lee Sorenson	City Hall	59
11/13/2013	Managing Performance Through Evaluation	Laura Kalty	Almanson Court	13
11/13/2013	Public Service: Understanding the Roles & Responsibilities of Public Employees	Laura Kalty	Almanson Court	7
11/12/2013	Active Shooter Course (Run, Hide, Fight)	MPK Police Dept.	Council Chambers	89
10/24/2013	Dealing with Difficult People	Prince & Phelps Consultants	Rio Hondo Golf Course/City of Downey	7
10/24/2013	Harrassment Prevention	Tom Cody	City Yard	45
9/25/2013	Confined Space Training	Steve Damewood	City Yard	22
8/22/2013	Safety in the Trees - Keeping it Safe for Employees and The Public	Peter Gerstenberger	Rio Hondo Golf Course/City of Downey	4

Total # of Participants 664

5. Goal: Successful recruitment of vacant Director positions.

Status: Successfully recruited for positions of Director for Public Works (9/16/13) and Director of Community & Economic Development (10/28/13). Interviews for Director of Management Services are scheduled for January 9, 2014.

6. Goal: Formation of new safety mid-management labor group.

Status: Completed in November 2013

7. Goal: Implement mandated Affordable Care Act.

Status: Completed in November 2013

Activity 1802 – Risk Management Division

PROGRAM MEASUREMENTS

<u>Liability Claims Filed</u>	<u>Budget Projection</u>	<u>Year-to-Date</u>
GENERAL GOVERNMENT	0	0
POLICE	14	2
FIRE	1	1
LIBRARY	0	0
MANAGEMENT SERVICES	1	0
RECREATION & COMMUNITY SERVICES	4	2
HUMAN RESOURCES	0	0
DEVELOPMENT SERVICES	0	0
PUBLIC WORKS	<u>27</u>	<u>11</u>
TOTAL	46	16

Workers' Compensation Claims Filed*

GENERAL EMPLOYEES	1	1
POLICE	15	10
FIRE	14	8
LIBRARY	0	0
PUBLIC WORKS	5	3
RECREATION & COMMUNITY SERVICES	<u>2</u>	<u>4</u>
TOTAL*	37	26

*Includes all claims filed, regardless of severity of injury or whether any time off required. Includes both accepted and denied claims.

2013-2014 GOALS & OBJECTIVES

1. Goal: Continue to work with ICRMA to provide training in identification of risk and safety.

Status: Ongoing

2. Goal: Continue to provide excellent, results driven customer service by continuing to reduce city liability exposure thru diligent root cause investigations and loss prevention training.

Status: Ongoing

3. Goal: Provide in-house quarterly employee training including Workplace Safety training and Harassment and Retaliation Prevention training.

Status: 45 Public Works Employees trained on October 24, 2013. Next scheduled session in February 2014.

4. Goal: Maintain level of ICRMA University attendance by City employees.

Status: Since July 2013, three ICRMA University Training opportunities were available with 70 employees attending these ICRMA sponsored trainings. There have been a total of 664 employees (343 total employee attendance for the 4-session one-day Risk Management/Customer Service Training) that have attended or participated in a total of 11 Risk Management/HR training in this fiscal year.

5. Goal: Continue to reduce workers' compensation injuries & liability claims thru pro-active claim management administration.

Status: Ongoing

6. Goal: Evaluate the cost/benefit effectiveness of the City's membership with the 22 member Independent Cities Risk Management Authority verse other alternative municipal insurance authorities.

Status: Analysis and study of four Southern California Risk Management pools is ongoing with a decision to recommend possible changes during the 2014/15 fiscal year for implementation in 2016.

**City of Monterey Park
Police Department
Mid Year Report**

Activity 3101- Administration Bureau

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Total Volunteer Hours:	13,000	8,443
Total Number of Volunteers:		
Reserves Officers	32	27
Explorers	20	15
Records	1	1
MPEC	16	16
MPCP	20	19
Investigations	0	0
Animal Control	1	0
Chaplain	6	5

Formal Training Hours for all Personnel: 2,861 hours (YTD)

2013-2014 GOALS AND OBJECTIVES

1. Goal: The Operational Support Unit will develop and implement a critical incident debriefing protocol. The process will focus on the mechanics of the incident and the circumstances leading to the actions of all parties involved.

Status: Policy for debriefs has been started. Material and protocols from other agencies have been collected. Criteria are still being reviewed for inclusion in our policy/protocol.

2. Goal: The Operational Support Unit, in conjunction with the Records Bureau, will coordinate with Mental Health professionals to provide training to MPPD civilian personnel in dealing with persons who suffer from mental health issues. Employees who attend this training will be those who interact face to face with the public in the course of their duties.

Status: This goal is complete. Los Angeles County Department of Mental Health presented training sessions on October 31st and November 5th.

Activity 3102-Traffic Bureau

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of Citations:		
Traffic	6,100	2,684
Parking	10,000	5,172
Traffic Collisions Incidents:		
Fatal	*	3
Injury	*	99
Non-Injury	*	123
Fatalities	*	4
Persons Injured	*	126
Number of Drunk Driving Arrests	156	53
% of Traffic Investigations Commenced within 3 Days	100%	100%
% Response on Citation Appeals/Complaints within 3 Days	100%	100%

2013-2014 GOALS AND OBJECTIVES

1. Goal: Bureau personnel will assess the posted signs throughout the city and make service requests for the replacement of missing, damaged and aged signs. This will enhance the appearance of the city and provide better visibility of traffic regulations to motorist.

 Status: The Traffic Bureau CSO's have recommended sign improvements on the green "Problem Avoidance Forms". These recommendations are being entered into the Service Tracking System.

2. Goal: Bureau personnel will provide quarterly training at patrol briefings regarding traffic data so that patrol officers will become more aware of problem locations and primary collision factors. This will improve the effectiveness of traffic enforcement.

 Status: Traffic Bureau personnel have attended patrol briefings in August and November to share problem areas and traffic collision data.

Activity 3103-Field Services

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Calls for Service:		
Citizen Request	33,000	16,567
Officer Observed	<u>20,100</u>	<u>9,616</u>
Total Calls for Service	53,100	26,183
Priority I (Emergency) Response Time (minutes/seconds)	4:00	3:51
Priority II Response Time	5:30	5:19
Priority III Response Time	9:45	9:10
Priority IV Response Time	5:45	9:12

2013-2014 GOALS AND OBJECTIVES

1. Goal: Officers will give two public safety presentations on the topics of crime prevention and personal safety at senior housing facilities.

Status: Team 1: Has completed its goal. Agt. Palomino and Agt. Escarsega presented at Telecu Senior Housing and Golden Age Mano.

Team 2: Has completed its goal. Sgt. Rousseau, Ofcr Romo, and Ofcr Vasquez provided the presentations with Clerk Cheung's translation (Mandarin) at Monterey Park Senior Village.

Team 3: Has partially completed its goal. Officer Esquibel gave one of the presentations at Lions Manor. Officer Porter will conduct the other presentation at Langley Center at a date to be determined in December.

Team 4: Has developed the material for the presentation and are currently in the process of identifying the location and group to present the information to. The presentation will be conducted sometime in December (pending accessibility).

2. Goal: Patrol officers will receive First Aid/Cardio Pulmonary Resuscitation (CPR) training through the State web based training program to strengthen their first aid and CPR skills.
- Status: All patrol officers have completed the POST approved first aid and CPR practical training. This goal has been completed.

Activity 3104-Investigations Bureau

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Part I Crimes Investigated	1,385	780
Part I Crime Clearance Rate	20%	21%
Suspected Child Abuse Reports Follow Up within One Business Day	100%	100%

2013-2014 GOALS AND OBJECTIVES

1. Goal: Investigations Bureau Personnel will develop and implement training for patrol personnel to provide current crime trends related to Asian organized crime in Monterey Park such as vice, money laundering and narcotics activity.
- Status: This budget goal is in the planning and development stage. Briefing training will begin in January 2014.
2. Goal: Investigators will work in collaboration with Records Bureau personnel to develop data analysis information based on caseload specific crimes and changing trends. This information will be used to assist police personnel in enforcement and crime prevention efforts.
- Status: Key personnel have met and identified the data criteria, hardware, and software requirements and have begun working on providing data reports for burglaries and robberies.

Activity 3111-Animal Control Bureau

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-date</u>
Number of Dog Bites Reported	12	8
Impounded Animals (Strays Picked up/Counter)	600	600
Warnings/Citations	55	20
Injured Animals	150	56
Dead Animals Picked Up	400	212
Students in Educational Programs	60	0
Response Time:		
Dead Animals (minutes/seconds)	12:30	13:47
Response Time:		
Injured/Sick Animals (minutes/seconds)	10:30	9:13
<u>Calls for Service:</u>		
Citizen Initiated	1,300	579
Calls Handled by Officers	275	324
Calls Handled by L.A.C.D.A.C.C.*	400	241

*L.A County-Los Angeles County Department of Animal Care and Control

2013-2014 GOALS AND OBJECTIVES

1. Goal: To improve efficiency and delivery of service the Bureau will provide a computer at the front counter to assist residents in accessing the L.A. County website to renew their pet license or locate their lost pet.

Status: The feasibility of this project is still being researched.

2. Goal: The Bureau will create a digital media presentation for animal control presentations at career days, Neighborhood Watch meetings, and other community events.

Status: Information has been gathered and bureau personnel are in the process of putting the presentation together.

Activity 3112-Communications Bureau

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Police Service Calls	33,000	16,567
Officer Observations	<u>20,100</u>	<u>9,616</u>
Total Police Service Calls	53,100	26,183
Animal Control Service Calls	1,975	1,388
Priority I Dispatch Time Emergency (minutes/seconds)	0:54	1:01
Priority II Dispatch Time Non-Emergency (minutes/seconds)	3:05	3:22
Priority III Dispatch Time Non-Emergency (minutes/seconds)	10:18	10:25
Priority IV Dispatch Time Non-Emergency (minutes/seconds)	20:30	20:47

2013-2014 GOALS AND OBJECTIVES

1. Goal: Dispatchers will attend a POST training class titled “You Just Never Know” which focuses on how to prepare for that next call for service and improve their call taking skills.

 Status: We will be hosting this training class on February 24th and 25th where all Dispatcher’s will be scheduled to attend.

2. Goal: Each Dispatcher will work a 4-hour shift at the front counter and a 4 hour ride-a-long with either Parking Enforcement or Animal Control. This will enable the Dispatchers to have face to face contact with the public so that they may better problem solve and understand the resident and their concerns.

 Status: Two out of the six full-time dispatchers have completed this goal. The others are scheduled for after the first of the year.

Activity 3113- Jail Bureau

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-date</u>
Prisoners Booked (excluding fee paying)	925	533
Fee Paying Prisoners Booked	305	167
Total Prisoners Booked	1,230	700
Jail Revenue (fee paying)	\$85,000	\$76,239
Prisoner Satisfaction Rating	98%	97%

2013-2014 GOALS AND OBJECTIVES

1. Goal: Jail staff will develop a program to train Reserve Police Officers in the operation of the jail facility. This will assist in establishing a pool of Reserve Officers for use in times of emergency or high service demand.

Status: This goal is complete. A jail Training book has been developed that will assist the Jail Training Officer when training a Reserve Police Officer in the jail.

In order to generate additional interest in the program, a member of the jail staff will attend a Reserve Police Officer's monthly meeting. At this meeting the jailer will present the revamped training program as well as an overview of what is expected of the Reserve Police Officers when they bring an arrestee to be booked at the MPPD Jail.

2. Goal: Jail personnel will attend and give quarterly presentations at Neighborhood Watch meetings to promote: Jail Tours, the "Pay to Stay" Sentenced Prisoner program and our Live Scan operations.

Status: To date, members of the MPPD jail staff have attended two Neighborhood Watch meetings. This goal will be completed by the end of the Fiscal Year.

Activity 3114-Records Bureau

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-date</u>
Reports Processed	4,900	2,549
Traffic Citations Processed	6,000	2,684
Data Entry Completion (within 7 days)	00%	98%
Complaints Processed for Court (within 8 days)	100%	100%

2013-2014 GOALS AND OBJECTIVES

1. Goal: Records personnel will work in collaboration with Investigations personnel to develop data analysis information based on caseload specific crimes and changing trends. This information will be used to assist police personnel in enforcement and prevention efforts.

Status: Records and Detective personnel met to develop an action plan. A system was designed for the organization of Data Analysis and Mapping (DAM) reports, indexing them by Bureau. Crime Analysis objectives were also discussed.
2. Goal: Records Clerks will participate in training for the California Sex and Arson Registry (CSAR) Web. This will allow all clerks to be proficient in the use of the new Sex and Arson registrant system which is being implemented by the California Department of Justice in 2013.

Status: To date, two clerks have participated in the web based training.

Activity 3115-Computer Services

2013-2014 GOALS AND OBJECTIVES

1. Goal: The Bureau will implement a replacement plan of outdated or obsolete computers within the Department. The department will budget and replace 20% of the department's computers each year for the next five years.

Status: This goal has been implemented and computers are being replaced as needed. To date, we have replaced 15% of the computers assigned to the police department.

2. Goal: The Bureau will research the viability of online or electronic legal books, such as the California Penal Code and California Vehicle Code to be installed on the department computers to assist personnel in case preparation and filing. This project will eliminate paper copies of these documents.

Status: This goal is still being researched to see if it will be a cost effective program to implement.

Activity 3120-Community Relations Bureau

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-date</u>
Tour of City Facilities (number of persons)	650	237
Neighborhood Watch Groups	71	63
Business Watch Groups	90	74
Monterey Park Citizen Patrol (MPCP) Hours Volunteered	4,200	1,248
Police Explorer Hours Volunteered:	4,000	2,116
Police Chaplin Hours Volunteered:	305	187

2013-2014 GOALS AND OBJECTIVES

1. Goal: The Community Relations Bureau will create and present a “Parent Technology Education Forum” that will cover issues such as cell phones/mobile devices, phone applications, “SEXTING”, social media and drug trends. This program will be presented to Junior High School (7th and 8th grade) students and parents.

Status: Staff has collected material and topics to be included in the presentation are working to incorporate the material into presentation form. Schools in the area are interested in the presentations. Development of the presentation is expected to be completed in January 2014, with presentations ongoing after that date.

2. Goal: The Community Relations Bureau will create an information brochure to recruit local college students who are interested in serving as interns within the Monterey Park Police Department. By increasing awareness of this program, the City is able to realize the benefits of volunteers while also providing a service to the students and possibly recruiting of future employees for the City.

Status: This goal is complete. A brochure has been created and additional research is ongoing to develop relationships with area schools in order to attract new interns.

**City of Monterey Park
Fire Department
Mid Year Report**

Activity 3201 – Fire Administration

PROGRAM MEASUREMENTS

Effective April 2013, Federal Grant budgets reduced 5% nationwide impacting Monterey Park’s FY13-14 grant projection.

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Grant Awards: (SHSGP, UASI)	\$64,000	\$0

Projected FY2013-2014 proposed 2013 UASI Grant (\$14,000), UASI Smart Classroom (\$50,000).

2013-2014 GOALS AND OBJECTIVES

1. Goal: Attract and Retain Quality Employees: In alignment with the Fire Department and City’s Strategic Plan, work on the Department Succession Plan to prepare personnel for future leadership positions and promotional opportunities. This includes defining desirable skills and qualifications, training, certification, and mentoring program.

Status: Staff has placed each position’s desired skills, knowledge, abilities, certification and training requirements in the Fire Department’s Standard Operating Procedures Manual. Staff has also included didactic and manipulative courses for employees seeking future advancements, such as Fire Captain and Fire Engineer courses.

2. Goal: Improve Organizational Effectiveness and Efficiency: To ensure regulatory compliance, risk management, and reduced staffing, implement the newly developed Electronic-based Standard Operating Procedures Manual by Lexipol and launch the employee training component of Daily Training Bulletins.

Status: Staff has reviewed all of the policies to be incorporated into the manual and made edits to include City policies, rules, and regulations. It is anticipated the manual will be launched mid-January 2014.

3. Goal: Improvement Organizational Effectiveness and Efficiency: As a result of the implementation of Fire Department Budget Activity No 3230 Emergency Preparedness, work to establish and implement both City-wide and Community-wide Emergency Preparedness Programs and training.

Status: The Emergency Preparedness Division held a Disaster Service Worker and Emergency Operations Center training on October 14 – 17, 2013 with an exercise centered on California’s Great Shakeout held on October 17th. In addition, on December 19th, in partnership with City of Los Angeles Fire Department, a community Disaster Awareness Workshop was held.

Activity 3205 – Fire Prevention

PROGRAM MEASUREMENTS

Fiscal Year	<u>Budget Projection</u>	<u>Year-to-Date</u>
Plans Checked	325	260
 Inspections		
New Construction	200	156
Commercial	700	262
Haz Mat	15	0
Industrial Waste	325	0
Residential	150	347
New Business Inspections	200	92
Re-inspection	700	989
Fire and other Investigations	160	51
 Cost Recovery Programs		
Fiscal Year		
Fire Inspections (Including Annual Business Inspections) Started in 2007-2008	\$ 120,000	\$ 25,065
Plan Checks	70,000	22,710.50
Permits	50,000	11,764.76
Industrial Waste	<u>95,000</u>	<u>48,283.28</u>
Total Revenue Collected	\$ 335,000	\$ 107,823.54

2013-2014 GOALS AND OBJECTIVES

1. Goal: *Improve Organizational Effectiveness and Efficiency:* As required by State mandate, adopt the 2013 California Fire Code with local amendments as part of the three-year cycle.

Status: Prepared a joint Building/Fire code ordinance that is pending review from the City Attorney before presenting to City Council for review and adoption. This goal is on-going.

2. Goal: *Improve Organizational Effectiveness and Efficiency:* Provide additional staff training to enable a greater number of in-house plan checks to expedite reviews and improve customer service.

Status: Fire Prevention staff obtained additional training and is increasing the number of in-house plan reviews. This goal is completed.

3. Goal: Collaborate with Fire Suppression personnel to expand the Fire Safety public education program for older adults.

Status: Familiarized fire operations personnel with a fire safety program for older adults to integrate into the Department’s Community Risk Reduction Program. All public education activities have been moved to Administration with Operations personnel administering the Program. Staff is to include a comprehensive community risk and prevention program, pre-fire plan inspection program, and a junior CERT Program.

Activity 3210 – Emergency Operations

PROGRAM MEASUREMENTS

EMERGENCY ACTIVITY SUMMARY

Fiscal Year	<u>Budget Projection</u>	<u>Year-to-Date</u>
Types of Fire Incidents		
Residential	129	52
Commercial	0	0
Industrial	0	0
Brush/Grass	16	8
Trash/Other	31	26
Vehicle	<u>28</u>	<u>8</u>
Total Fire Incidents	204	94

Fiscal Year	Budget	
*All Emergency Incidents	<u>Projection</u>	<u>Year-to-Date</u>
Fire	204	94
EMS	3,411	1,360
Public Assist	174	73
Smoke	21	4
Haz Mat	77	22
False Alarms, Good Intent, and Cancelled En Route	719	55
**Other Misc. Incidents	<u>51</u>	<u>245</u>
Total Emergency Incidents	4,657	1,853

*Data source – FireHouse RMS – based on 5 complete months of this fiscal year.

** Includes incidents such as floods, police department assists, air/gas rupture, citizen complaints, steam mistaken for smoke, and incident cleared prior to arrival.

Automatic Aid/Mutual Aid*

Auto Aid/Mutual Aid Provided	597	214
Auto Aid/Mutual Aid Received	<u>472</u>	<u>189</u>
Total Automatic/Mutual Aid	1069	403

Average Response Times*

EMS Calls	4:36	4:50
Fire Calls	5:05	4:46

*Data Source – Verdugo Communications (data based on 4 months of this fiscal year)

The figures now illustrate the time from dispatch to the time the first fire unit arrives on scene.

Volunteer Hour

Hours Donated by Reserves	17,472	2,448
Hours Donated by Explorers	1,400	695

*Reserves typically provide a minimum of one-24 hour shift per week. FY13-14 initially started with eight reserves but four were hired by the Department in October 2013.

NON-EMERGENCY ACTIVITY SUMMARY

Training Hrs – Non-Medical

In-Service Training	21,500	16,072
Outside Officer Training	3,300	1,525
Specialty Courses/Seminars	<u>1,000</u>	<u>495</u>
Total Hours	25,800	18,092

FY13-14 includes Recruit Academy, EOC & Disaster Preparedness Training, and training for future opportunities.

2013-2014 GOALS AND OBJECTIVES

1. Goal: Improve organizational effectiveness and efficiency: Continue with the Firefighter Safety and Survival Series. This year's focus will be in the areas of firefighter and civilian search, recovery, packaging and removal of the downed firefighter or civilian. In addition schedule the Level II Fire Officer classes.

Status: The Department training cadre is currently developing course curriculum to train firefighters in techniques of recovering and packaging both civilians and firefighters that become trapped in structural fires. Currently, the training officer is scheduling in-house Level II Chief Officers courses to prepare our firefighters with the education and career mentorship to prepare them for future job advancement.

2. Goal: Improve organizational effectiveness and efficiency: With assistance from UASI and SHSGP grant funds, continue with Urban Search and Rescue training for our members. With these grant funds, we will be able to send our members to receive specialized training as well as purchase of state of the art search cameras and rescue/recovery tools.

Status: Seven employees attended Confined Space Rescue Technician training in October at the Rio Hondo Fire Academy, which was funded by the 2012 UASI Grant. In addition, the Department purchased USAR bags to hold firefighter equipment and tools, also funded by the 2012 UASI Grant.

3. Goal: Improve organizational effectiveness and efficiency: Update the Fire Department's pre-fire planning, training, and policy development programs to increase our operational readiness to respond to all types of incidents, which would be fire, EMS and any other extraordinary event.

Status: The Fire Department has instituted a Community Risk Reduction Program. The Community Risk Reduction Program entails fire personnel working with community members as partners to help reduce or eliminate the loss of property or life due to fire. This program utilizes pre fire planning, training, equipment and personnel readiness, while working with the community in partnership to achieve our goal of fire and life safety.

Activity 3220 – Emergency Medical Services

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Ambulance Membership		
Residential Subscribers	2,275	2,214
 Medical Training/ Continuing Education Hours		
Paramedics	750	312
Emergency Medical Tech	<u>700</u>	<u>292</u>
Total Hours	1,450	604

2013-2014 GOALS AND OBJECTIVES

1. Goal: Improve Organizational Effectiveness and Efficiency: In conjunction with the UCLA Center for Pre-hospital Care, continue participation as one of four Fire Departments in Los Angeles County in a CPR effectiveness study. Participation is to ensure current treatment practices and procedures are the most beneficial to the patient. This study is scheduled for nationwide publication of the findings post completion this upcoming year.

Status: The participatory study was concluded on November 1, 2013. The data collected by the four participating agencies was analyzed by UCLA. The preliminary data showed a marked improvement in positive patient outcome when the ART/CPR guidelines were followed. The data is being finalized and grant funding will be sought to continue the study utilizing agencies in the Los Angeles County region.

2. Goal: *Improve Organizational Effectiveness and Efficiency:* Continue participating in the “Best Practices” study. Phase III will focus on trauma assessment and field management. Previous phases consisted of patient safety, pain management, paramedic field documentation, and pediatric medication dosages.

Status: Monterey Park has a unique dynamic in our call volume, service delivery platform, socioeconomic region, and status as a UCLA contracted Fire agency. This has made our agency a preferred agency for studies and implementing “Best practices” in the area of pre-hospital care. This spring, the Fire Department will be participating in a trauma study sponsored by UCLA in the areas of elderly falls, motor vehicle accidents, auto vs. pedestrians, and non-fatal violence.

3. Goal: *Improve Organizational Effectiveness and Efficiency:* Develop a system for inventory control and management of medical supplies and pharmaceuticals. This system is to utilize a computer-based bar code system and designation of an agency inventory manager for all material purchasing and oversight.

Status: The Department has purchased a bar code scanning system for inventory management. We are in the process of organizing, labeling, and consolidating our emergency medical supplies. Previously, each fire station maintained its own EMS inventory. Under the new system, all EMS items will be centrally received, stored, and distributed from our headquarters’ fire station. This system will also have the ability to electronically bill individual patients for EMS items used towards their treatment and transport.

Activity 3230 – Emergency Preparedness

2013-2014 GOALS AND OBJECTIVES

1. Goal: Complete the installation and start up of all technological needs for the proper operation of the Emergency Operation Center.

Status: Most technological needs for the EOC have been achieved; remaining needs is completion of installing an emergency back-up radio system, which is being coordinated with the Police Department. Final permitting for the backup generator is in process with SCAQMD.

2. Goal: Develop a procedures manual for the physical operation of the Emergency Operations facility to include trigger points for opening, technical guidelines for installed hardware, and maintenance schedule and activities.

Status: As final technological installations are completed, procedures for the individual systems are being developed and a comprehensive operations manual will be produced that will give step by step instructions for the start up and operation of the facility. This will be coordinated with the publication of the Emergency Operation Plan that is currently under review with the State of California.

3. Goal: Present a fully operational EOC with staff at a “Great Shakeout” rollout event.

Status: Staff began Disaster Service Worker training on October 14, 2013 followed by EOC worker training by CSTI. Training culminated with a desktop exercise held on October 17, 2013 that incorporated the California “Great Shakeout” event. Staff also held a Disaster Awareness Workshop on December 19, 2013.

4. Goal: Conduct at least one CERT course for new members and at least one refresher event for all CERT members.

Status: Staff will be conducting two CERT classes, with one focusing on teen participants involving Macy Intermediate School. In addition, an exercise is scheduled for early June that will involve the participation of all CERT graduates past and present.

**City of Monterey Park
Public Works
Mid Year Report**

Activity 4201 – Community Transportation

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Grant Funding		
MTA National Transit Data Reporting Funds	\$ 115,225	\$ 109,852
Fixed-Route Transit:		
Total Passengers	375,000	176,944
Passenger per Revenue Service Hour	19.90	18.76
Cost per Passenger	\$2.86	\$3.03
Employee Transportation Program:		
Average Vehicle Ridership	1.25	1.30
% of Employees Ridesharing	25%	28%

2013-2014 GOALS AND OBJECTIVES

1. Goal: Work with Spirit Bus contractor to restructure the service and improve efficiency.
 Status: Presented alternative proposals to Traffic Commission for their review. Community outreach workshop to collect feedback is scheduled for January 2014.

2. Goal: Design a bike plan for the City in collaboration with Day One, a non-profit organization that promotes bicycling in the Los Angeles area.
 Status: Working with the consultant, Alta Planning, to prepare a bike plan for the City that is coordinated with bike facilities from adjacent communities. Draft bike plan is scheduled to be completed by Spring 2014.

Activity 4202 – Street Maintenance

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Roadway Maintenance:		
Slurry Seal (Sq. Ft.) Preventive Maintenance (14-year cycle)	2,485,846	0
<i>This program prolongs the life of the roadway and provides a smooth riding surface.</i>		
Potholes Repaired	3,500	1,357
Utility Cuts Repaired (new)		
<i>This program makes permanent repairs to the roadway after water services are installed.</i>		
	35	6
Sidewalk Maintenance:		
Sidewalk Repair (Sq. Ft.)	3,000	1,562
<i>This program eliminates trip hazards in the right-of-way by cutting tree roots and constructing new sidewalk sections.</i>		
Sidewalk Grinds	250	24
<i>This program eliminates trip hazards in the right-of-way by grinding down hazardous areas on sidewalks that are ½ inch or less.</i>		
Curb and Gutter Maintenance:		
Curb and Gutter Repair (Ln. Ft.)	150	68
<i>This program repairs curb and gutter that impede the flow of water or causes pooling.</i>		

Misc. Maintenance

Bus Shelters Pressure Washed	250	153
Shopping Carts Picked Up	500	223
Tree Wells Cleaned	Under contract	
Signs Removed from Right of Way	150	52
Boulevard Pots (weekly watering)	2,400	450

2013-2014 GOALS AND OBJECTIVES

1. Goal: Cross train staff and develop skills for cement finishing, forming and hand-mixing concrete.

Status: Concrete and asphalt crews have been combined and cross trained on both asphalt and concrete repairs.

Activity 4203 – Storm Drain Maintenance

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Storm Drain Maintenance:		
Number of catch basins and grates cleaned annually	1,500	473
Slope Drain Inspection Program:		
Number of slope drains inspected (this includes re-inspections) <i>Slope drains are inspected annually to insure unrestricted flow of storm water from properties.</i>	11	11

2013-2014 GOALS AND OBJECTIVES

1. Goal: Stencil storm drain locations to comply with the Los Angeles stormwater permit requirements.

Status: Staff has completed 50% of the storm drain stenciling.

Activity 4204 – Sanitary Sewer Maintenance

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Main Line Cleaning:		
Miles of main lines cleaned	75	29
<i>Sewer lines are cleaned annually to remove any restrictions to flow.</i>		
Miles of Problem Lines Cleaned	35	17
<i>These lines have been determined to have a frequent build-up of debris that may cause possible restrictions.</i>		
Sewer Stoppages:		
Number of sewer stoppages	8	2
Percentage of stoppages responded to within one hour after normal working hours.	100%	99%
Video Taping:		
Number of linear feet of video taped	45,000	3,200

2013-2014 GOALS AND OBJECTIVES

1. Goal: Complete fourth phase of seven phase project of installing signage at manholes in easement areas. Many signs have been destroyed and it is important that residents are educated about the importance of keeping manholes accessible.

Status: The fourth phase has been completed.
2. Goal: Develop a sewer manhole labeling system in order to identify the locations for maintenance activities.

Status: Development of the labeling system is in progress.

Activity 4205 – Street Cleaning

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of Complaints:	5	1
<i>Reflects the number of problems reported by residents.</i>		

2013-2014 GOALS AND OBJECTIVES

1. Goal: Develop a large-scale, detailed map for street sweeping contractor in order to better identify alleys and cul-de-sacs for their routing system.

Status: Development of the map is in progress.

Activity 4206 – Traffic Control

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Street Painting:		
Miles striped	200	25
Crosswalks repainted	175	39
Sign Maintenance:		
Stop signs replaced	150	17
Regulatory and warning signs replaced	1,200	45
Number of new stop sign installations	3	0
Regulatory and warning signs maintained	1,250	598
Percentage of safety related regulatory signs replaced with either temporary or permanent signs within 1 hour of notification	100%	100%
Traffic Work Orders:	30	23

2013-2014 GOALS AND OBJECTIVES

1. Goal: Cross-train staff on the procedures and the operation of the traffic control equipment to manage the shortage of personnel.

Status: One employee has been crossed trained at this time. Additional employees will be trained.

Activity 4207 – Street Lighting

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Street Light Maintenance:		
Number of Street Lights Re-lamped	100	39
Service Requests		
Received	8	4
Completed	8	1

2013-2014 GOALS AND OBJECTIVES

1. Goal: Repaint ID numbers on City-owned street light poles to identify street light locations for service requests.

Status: The project is being split into three phases due to the retirement of the electrician whose time is limited due to the need to train his replacement.

Activity 4208 – Refuse Collection

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Curbside service accounts	14,291	14,296
Bin service accounts	1,075	1,079
City hauler tons collected (Self-hauled tons not included)	49,500	24,850
AB 939 diversion rate (year reported) Tons per capita. Target is 5.0 tons per person.	3.4 (2012)	3.4 (2012)

2013-2014 GOALS AND OBJECTIVES

1. Goal: Work with Athens to compost food waste at their Victorville Compost facility.

Status: Met with Athens regarding closure of Puente Hills landfill and options for increasing City's diversion rate.

Activity 4209 - Administration

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year to Date</u>
Bulky Items		
Notice of Violations Issued	450	352
Citations Issued	3	0

Activity 4210 – Building Maintenance

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of Service Requests: <i>Service requests originate from City departments.</i>	450	238
Number of Special Work Orders: <i>Special work orders are for services that go beyond the scope of normal maintenance.</i>	3	0

2013-2014 GOALS AND OBJECTIVES

2. Goal: Implement energy conservation measures that are proposed in the Energy Action Plan that was developed for the City by the San Gabriel Valley Council of Governments (SGVCOG). Cost of improvements and upgrades will be offset by Edison rebates.

Status: Executed contract with Sea Clear Pools to install variable frequency drive (VFD) equipment at Barnes and Elder Parks' pools. Edison's rebate and on-bill financing program will offset the cost. Installed energy conservation lighting fixtures at various city facilities through Edison's Direct Install Program. Working with Siemens to develop an energy conservation program that includes retrofitting street

lights that use LED bulbs and upgrading air conditioning systems to more energy efficient equipment.

Activity 4211 – Motor Pool Shop

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of preventive maintenance services	360	184
Number of smog checks completed	40	55
Compressed natural gas (CNG) purchased (in 100 cubic feet)	7,600	3,900
Average price per gallon of unleaded fuel	\$4.69	\$4.55
Average price per gallon of diesel fuel	\$4.50	\$4.50

2013-2014 GOALS AND OBJECTIVES

- Goal: Train staff on wheelchair lift repairs.
Status: Staff has completed training on wheel chair lift repairs.
- Goal: Refurbish a Crown Victoria vehicle to provide as a loaner in the Motor Pool.
Status: Refurbishment of the vehicle is 50% completed.

Activity 4212 - Engineering

2013-2014 PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Capital Improvement Projects (CIP) commenced and/or completed	10	16
Dollar value of CIP projects completed (\$ millions)	6.5	8.5
Subdivisions Processed: <i>Tentative Tract Maps</i>	1	3

<i>Tentative Parcels Maps</i>	1	2
<i>Final Tract Maps</i>	1	1
<i>Final Parcel Maps</i>	1	1
<i>Lot Line Adjustments Reviewed</i>	1	0
Conditional Use Permits Reviewed	1	1
Variances Reviewed	0	0
Site and Plan Checks for Building Permits	90	42
Concrete, Excavation, Utilities, Transportation, Sewer, Water, Undergrounding Permits Issued	160	129
Grading Permits Issued	15	7
Traffic Engineering Issues Investigated	35	15

2013-2014 GOALS AND OBJECTIVES

2. Goal: Implement water and sewer rate increases as recommended in the 2012 Sewer and Water Rate Studies.

Status: Since the 2012 Sewer Rate Study was prepared by a consultant (AKM Consulting Engineers) based on outdated information (1996 Sewer Master Plan), the City Attorney advised that the Sewer Master Plan be updated prior to moving forward with a sewer rate increase. The City has contracted with Phoenix Engineering to update the Sewer Master Plan. Phoenix Engineering is currently finalizing the report which is anticipated to be completed in early January 2014. Upon completion of the Sewer Master Plan update, the sewer rate increase will be pursued concurrently with water and trash rate increases.

3. Goal: Design and construct ADA (Americans with Disabilities Act) access improvements at all City parks.

Status: The City contracted with Transtech to prepare construction plans and bid specifications for all 13 parks. The plans are currently undergoing a detailed review by CASp Plus, a certified accessibility specialist, and are being finalized by Transtech as review comments are received. The plans and specifications are anticipated to be advertised for bids in early January 2014.

4. Goal: Design and construct water main upgrades at McPherrin, Huntington and Baltimore Avenues, between Garvey and Hellman Avenues, to improve fire protection as recommended in the City's 2012 Water Master Plan.

Status: Due to the greater need for water main upgrades in the northeast quadrant of the city, the project area was revised to include the area bound by Garfield, Hellman, New and Garvey Avenues. The project will also include water main upgrades in Garfield Avenue from Graves Avenue to El Repetto Drive, Milam Place from Wilcox Avenue to the south end, and Triana Street from Fotini Place to Ynez Avenue. The City contracted with Elie Farah, Inc. to prepare construction plans, bid specifications, and engineer's estimate (PS&E). The engineering design is underway and the 65% PS&E submittal is anticipated in early February 2014.

Activity 4220- Administration

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Water Rates:		
Surrounding agencies – average monthly (350 gallons/day, with ¾” meter)	\$ 72.50	\$ 78.21
Monterey Park – average monthly (350 gallons/day, with ¾” meter)*	43.18	39.16
Percent below average	67.90%	99.72%

* Includes water treatment surcharge.

2013-2014 GOALS AND OBJECTIVES

1. Goal: Continue to improve water operations through the use of technology (AMR, GIS, etc.) and upgrading infrastructure while promoting conservation.

Status: We continue to add AMR meters to the Distribution System and our conservation outreach is ongoing.

Activity 4221- Water Commercial

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Meter Exchange Program		
Meters changed ¾” – 2”	1,200	831
Large Water Meter Installation/ Upgrades: 3” – 8” meters		
Meter installation upgrades	4	2
Total meters installed to field- testable and/or field-repairable standards	89	91
Water Turn-ons and Turn-offs:	2,450	989
Work orders completed:	6,460	5,520

2013-2014 GOALS AND OBJECTIVES

1. Goal: Upgrade Meter Routes 47 and 48 to Automated Meter Read Routes (AMR) in order to more quickly identify leaks and meter problems.

Status: Route 47 is complete; Route 48 is in progress.

2. Goal: Replace and upgrade 6” meter at the Children’s Court.

Status: Meter purchased; working on scheduling install without affecting Court.

Activity 4222- Water Production

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Water Production:		
(Acre-feet/year)	9,382	4,685
(Million gallons/year)	3,057	1,526
(Million gallons/day)	8.38	8.30

**Well Water Electrical Efficiency
Operational Testing Program:**

Number tested (12 total sites, 9 operable wells)	8	2
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Cathodic Protection System Testing Program:

Number tested (5 sites total, 8 reservoirs)	8	0
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2013-2014 GOALS AND OBJECTIVES

1. Goal: Install new Supervisory Control and Data Acquisition (SCADA) radio communication tower at the Delta Plant.

Status: Structural drawings at 50%. Bids will be solicited upon bid completion.

2. Goal: Install asphalt access road at the Delta Booster Station.

Status: Ongoing, quotes being acquired.

3. Goal: Replace existing wood shingle façade at Pine Tree Reservoir with fire-rated material.

Status: Researching products and applications.

Activity 4223- Water Distribution

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Water Valve Exercising:		
Valves exercised ⁽¹⁾	1,450	436
2,070 valves should be exercised annually ⁽²⁾	70%	21%
New Water Services Installed:	30	8
Water Services Repaired:	45	18
Water Mains Repaired:	33	24
Gate Valves Repaired:	6	6

1) Unable to fully implement program in current and previous years due to staffing limitations.

2) In FY 12-13, 6 valves were added to the system.

2013-2014 GOALS AND OBJECTIVES

1. Goal: Replace 5 aging and unsafe fire hydrants with modern, safer substitutes that will comply with city codes.

Status: Hydrants ordered and will be installed by the end of the fiscal year.

2. Goal: Install 3 new water main blow offs per year at dead ends (126 total remaining) to help ensure good water quality within the distribution system.

Status: Two blow offs have been installed and the third will be completed by the end of the fiscal year.

3. Goal: Replace Brightwood Booster discharge piping with new pump control and plug valves.

Status: Action plan has been created and the project will be completed by the end of the fiscal year.

Activity 4226- Well 5 VOC Treatment Plant

2013-2014 GOALS AND OBJECTIVES

1. Goal: If required by the California Department of Public Health (CDPH), staff will plan and build an advanced oxidation plant (UV Oxidation) to treat 1,4-dioxane.

Status: Ongoing; project design is approximately 50% complete. Awaiting CDPH decision on 1,4-Dioxane and funding.

Activity 4227- Well 12 VOC Treatment Plant

2013-2014 GOALS AND OBJECTIVES

1. Goal: If needed, change out 22,000 pounds of vapor off-gas activated carbon to ensure compliance with AQMD standards.

Status: The off-gas carbon is still performing well and is not currently due to be changed out.

Activity 4228- Delta Perchlorate Treatment Plant

2013-2014 GOALS AND OBJECTIVES

1. Goal: Replace the upstream and downstream isolation valves of the pre-filter vessels.

Status: Ongoing; quotes are being acquired.

Activity 4233- Water Interconnection/Purchase

2013-2014 GOALS AND OBJECTIVES

1. Goal: Minimize the purchase of water from the San Gabriel Valley Water Company.

Status: To date only 1.92% of water delivered to customers was purchased.

Activity 6516- Parkway Maintenance

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year –to-Date</u>
Street Tree Trimmed	1,800	2,171
Street Trees Planted	50	8
Street Trees Removed	45	62
Service Requests	240	180

2013-2014 GOALS AND OBJECTIVES

1. Goal: Complete the renovation of two entrance medians located at N. Atlantic Blvd. and N. Garfield Ave. The new landscape design will incorporate the new palette that consists of drought tolerant and California native plants. An updated irrigation system that conserves water will also be implemented.

Status: These medians are scheduled for renovation, including solar irrigation operation beginning April 1, 2014.

Activity 6517- Parks

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year –to- Date</u>
Park Service Requests	24	26
Number of Special Projects	11	10

2013-2014 GOALS AND OBJECTIVES

1. Goal: Continue upgrading park landscape planters to incorporate the new palette on a priority basis. This will upgrade and enhance the overall welcoming beauty of the parks and conserve water at the same time.

Status: New monument signs with the new palette of plantings have been installed at Barnes Park and Langley Center. The south facing slope of City Hall has also received extensive treatment. The remaining park locations are expected to follow suit; their new monument signs are scheduled to be installed this fiscal year.

**City of Monterey Park
Monterey Park Bruggemeyer Library
Mid Year Report**

Activity 6001 – Administration

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Library Volunteer Hours	12,600	6,000
Grants Awarded (Number)	5	5
Grants Awarded (Amount)	\$ 150,000	\$ 123,715
Fundraising (Foundation)	23,000	9,500
Fundraising (Friends)	8,000	3,600

2013-2014 GOALS AND OBJECTIVES

1. **Goal:** Build the knowledge base of library staff in digital, print and other new technology devices so staff will be able to provide faster information delivery to library patrons.

Status: Library staff participated in multiple conferences, training sessions and classes to learn about the latest technology for libraries and continue to train themselves on the recently purchased tablets (iPad, iPad mini, Nook, Kindle) to provide the public with opportunities to explore, learn, interact and become acquainted with these devices.

2. **Goal:** Improve visibility and awareness of library services, programs and collections by utilizing the media’s content and services and expanding audience reach through collaborations with library organizations and projects with innovative ideas.

Status: Library staff collaborated with diverse organizations including the Historical Society, American Legion Post #397, the Chinese American Citizens Alliance Youth Council and the Kiwanis Club to present educational or cultural programs of interest to the community. Staff continues to do outreach to local schools to promote library services to students. The Library Foundation networked with community organizations, businesses and leaders through its **Recycling for Reading** and **Walkathon** programs, raising the library’s profile as a leader in the community.

3. Goal: Support the development of digital technology throughout the library to further transition into the 21st century.

Status: Staff will explore how mobile technology and mobile apps can be integrated into library programming that will encourage literacy skills and interactive learning especially for younger patrons and particularly related to Science, Technology, Engineering, and Mathematics (STEM) curriculum via the use of technology in a library setting. The library purchased an adaptor and apps to use with the iPad for more interactive Children’s storytimes and additional memory for the public printers to allow for larger patron print jobs. The library installed additional wireless access points to provide a greater range of wireless access for patrons.

Activity 6002 – Reference and Adult Services

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Reference Transactions	10,000	9,041
Adult/YA Programs Presented	300	119
Adult/YA Programs Attendance	6,500	2,524

2013-2014 GOALS AND OBJECTIVES

1. Goal: Expand resources in the library collection on geography and history to meet the educational needs of adults and teens working on research and homework assignments.

Status: Staff updated Mark Keppel High School’s English Department on how the library is working to meet the needs of teens doing research and homework assignments with the Classic Collection, a collection of great literary works and award winning books from recommended reading school lists, the addition of books in high demand school subject areas, and a new collection of current high school text books (Algebra 1 & 2, Biology, Chemistry, Geometry) for library use only.

2. Goal: Develop an adult summer reading program, *Novel Destinations: Muslim Journeys*, from a grant award from the National Endowment for the Humanities and the American Library Association that will engage the community in book and film discussions about Islamic culture.

Status: The library completed a successful adult summer reading program with five programs that engaged the community with the history of Islamic culture.

Programs included a month-long photography exhibit of Kuwait and Dubai, a travelogue program with a guest speaker, a film screening of *Islamic Art: Mirror of our Invisible World*, and a summer book club explored Afghan history and culture with the book, *A Thousand Splendid Suns* by Khaled Hosseini. The Muslim Journeys Bookshelf (25 books) was introduced at each of the programs and special bookmarks were given to the attending audiences.

3. Goal: Implement and plan local history displays and programs at the library in partnership with the Monterey Park Historical Society to share the rich history of the people, places, and events of Monterey Park from its earliest beginnings to the present.

Status: The library worked in partnership with the Monterey Park Historical Society and the American Legion Post 397 to present a film history program and a Veterans Day Program. The film *National Velvet* was screened with guest speaker film historian Foster Hirsch who engaged the audience with film and local history memories of the home front during WWII. Along with the film, the Historical Society set-up a display on film history and the “first” Edwards Theater in Monterey Park. The second program partnership featured Peter Maimone, WWII Veteran and P-38 pilot, along with a month-long display with books, military uniforms and photographs of the Iraq War and WWII.

Activity 6003 – Technical Services

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Book Titles Added	4,200	1,262
Audio-Visual Titles Added	<u>370</u>	<u>261</u>
Total Cataloged Titles Added	4,870	1,523
Cataloged Books Added	4,600	2,391
Cataloged Audio-Visual Added	680	403
Government Documents Added	<u>240</u>	<u>148</u>
Total Cataloged Items Added	5,520	2,942
Total Uncataloged Items Added	0	0
Total Items Purged	10,200	4,965
# of Materials Borrowed From Other Libraries	100	37
# of Materials Other Libraries Borrowed	200	22
Total All Items	181,300	173,113
	<u>150,400</u>	<u>142,303</u>

2013-2014 GOALS AND OBJECTIVES

1. Goal: Add the California Telecommunication Fund Service Discounts and continue to take advantage of the E-rate discount to maintain fast internet connections to meet the demands of library computer users.

Status: The Library was awarded a third year of the E-rate discount in the amount of \$27,532.80 (an 80% discount) for 75 mpbl of internet speed service.

2. Goal: Restructure and enhance library webpage in preparation for the migration along with the city’s webpage to improve access and visibility for the public.

Status: Library staff was engaged in the redesign of the library website with other core website committee project members and vendor CivicPlus. The library was also involved in the Community Engagement Survey, Functionality and Design form to review the website’s project goals and expectations to meet the City’s goals, recommendations and visions for a new website.

Activity 6004 – Circulation Services

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year to Date</u>
Total Items Circulated	355,000	146,250
Item Circulated Per Capita/Year*	5.77	2.38
Weekly Hours of Opening	41	41
User Visits Per Day	1,280	1,048
Total User Visits Per Year	375,000	154,067
New Cardholders Registered	5,000	1,976
# of Requests for Items Checked Out	3,500	946
Overdue Notices-Processed	6,500	2,775

*Based on population figure of 61,445

2013-2014 GOALS AND OBJECTIVES

1. Goal: Upgrade the self-checkout machine, improving the performance and effectiveness of the library checkout system allowing simpler, quicker checkout of materials by the public.

Status: The Technical Services Librarian and Circulation Supervisor researched enhancements available to our current technology. Authorization to upgrade

the self-checkout with the purchase of a new computer system for the machine has been received and installation has been completed.

2. Goal: Design and develop a training manual for volunteers in Circulation to ensure consistency in training and proper representation of the library image. Volunteers are valuable resources that help enhance the services Circulation staff provides to the public.

Status: Information from other departments is being compiled regarding the training of volunteers at the library. This information will be edited with our current training manual into a handbook for use each time volunteers are trained ensuring a consistent standard of conduct by all volunteers.

Activity 6005 – LAMP Literacy Program

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of Students Participating	1,500	850
Number of Student Hours	28,000	14,233
Number of Tutors	125	61
Number of Tutor Volunteer Hours	3,760	1,740
Number of Tutors Trained	75	31

2013-2014 GOALS AND OBJECTIVES

1. Goal: Address the demand of second language high school students who need assistance with Basic English reading, writing and speaking skills by working with local high schools.

Status: A partnership with AAEDE, a local nonprofit agency is recruiting college students to extend assistance to high school students struggling with reading skills is in the planning stages.

2. Goal: Create an outreach literacy intervention program offsite at local schools with a community partner to serve at-risk students reading below grade levels.

Status: Completed. Reading Rockets Literacy Program partnered with AAEDE (Asian American Economic Development Enterprise) to recruit college students to tutor elementary students struggling with reading skills.

3. Goal: Develop online Adult ESL Tutoring Trainings and Long Distance ESL classes to meet the needs of students who cannot attend scheduled classes.
- Status: Negotiations with Reading Horizons to contract online software that will give access to adult students through internet access still in progress.

Activity 6006 – Children’s Services

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year to Date</u>
Reference Transactions (Children’s)	11,600	8,189
Children’s Reading Programs	420	160
Children’s Reading Programs’ Attendance	10,200	4,500

2013-2014 GOALS AND OBJECTIVES

1. Goal: Provide programs that instruct children and their caregivers on information literacy to enhance their research skills on homework topics, such as California Missions, Science Experiments and Explorers.
- Status: Children’s staff provided instructional sheets on how to conduct research and recognize authoritative and reliable digital resources, how to access California Mission e-books and how to access a children’s database BookFlix, and “Native American Tribes” and compile bibliographies.
2. Goal: Incorporate e-books into preschool Storytime to promote children’s e-books collection, to model to caregivers how to engage their children with new technology and to extend the learning experience beyond Storytime by offering a fun, educational application used in the Storytimes.
- Status: Staff acquired new knowledge on iPad technology and incorporated those skills into children’s programs including Storytimes using “Felt Board” apps and eBooks. Staff conducted hands-on classes to introduce and promote children’s electronic resources including eBooks and database to Tweens, preschoolers and their accompanying parents.

**City of Monterey Park
Recreation & Community Services Department
Mid Year Report**

Activity 6502 – Facilities Supervision

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year –to-Date</u>
Gymnasium (daily avg.)	102	98
Hours of Facilities Use –	705	369
Youth Group		
Private Group	655	383
	145	91
Facility Reservation		

2013-2014 GOALS AND OBJECTIVES

1. Goal: Achieving Financial Stability: Promote and advertise facility availability to increase facility reservations by at least 10%.
- Status: On-going: Current facility reservations have had an increase of 13%.

Activity 6503- Aquatics

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Total Number of Users	64,000	52,882
Instructional Class Attendance	2,500	2,502
Hours of Use by:		
Instructional Classes	770	745
Private Groups	1,600	800
School Groups	1,700	1,020
Public Swim	500	470

% of Operating Expenses
Defrayed by User Fees

27%

30%

2013-2014 GOALS AND OBJECTIVES

1. Goal: Work closely with building maintenance and Engineering on the Variable Frequency Drive project. The new VFD motor is programmable to allow operational modification that cleans up power and utilizes it more efficient; this on its own saves power during peak and off peak hours.

Status: On Schedule – A contractor has been selected for the project. We are in the process of scheduling a start date that will have the least impact on the facility activities. This project will require the Barnes pool to closed for about 2 weeks.

2. Goal: Incorporate new ramps and lifts at both George Elder Pool and Barnes Pool to meet new ADA Guidelines. Project is scheduled to be completed before the start of summer 2013.

Status: On Schedule - The lifts have been installed at both pools and are ready to be used as needed. The stairs have been installed at Elder Pool and can be used if requested by our customers. The lift at Barnes Pool will be installed in January 2014.

Activity 6505- Langley Senior Center

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Sr. Citizen Lunches served	29,000	14,500
Home Delivered Lunches	14,000	7,000
Volunteer Hours	37,700	18,850
Education & Recreational Classes Attendance	96,300	48,150
Health Care Screenings	2,900	1,450

In Home Care Contacts	2,800	1,400
Trips & Tours	890	445
Billiards, Table Tennis, Exercise Machines	90,000	45,000

2013-2014 GOALS AND OBJECTIVES

1. Goal: Improve organizational effectiveness: Assess overall use of floor space in the entire facility to determine most efficient way to schedule classes, club meetings and activities, as well as the best use of the office space. This will result in more classes and effective use of staff.

 Status: The Department’s on line Registration and Reservation system has been completely installed to help the Center be more efficient. This system can now provide the center with on line calendars that will help determine where new programming and reservation are needed.

2. Goal: Improve organizational effectiveness: Develop programming designed for new ‘Active Adults’ that are just beginning to use the facilities at Langley Center.

 Status: On Schedule – Requesting feedback from the community through a survey.

Activity 6506 - Day Care

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Barnes Child Care Center Average Daily Attendance	24	35
% of Operating Expenses Defrayed by User Fees	100%	100%
Enrollment- Summer	55	60
Enrollment – Tiny Tots/Summer	53	45
Enrollment – Tiny Tots	50	56

2013-2014 GOALS AND OBJECTIVES

1. **Goal:** Incorporate free monthly training workshops for staff offered by the Eastern Regional Center. Workshops will include topics on special needs support groups, and autism services for parent.

- Status:** Throughout the year staff will attend various workshops, which continues to help improve communication skills and develop better rapport and partnership with schools and agencies. Parents were welcome to attend as well. Recently 2 staff attended a workshop called “Empowering youth through education”.

Activity 6507- Recreational Activities

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Adult Sports Teams	200	62
Specialized Recreation- Activities Enrollment: Youth	3,250	3,023
Adult	1,250	868
Total Activity Revenue Collected	300,600	149,236

2013-2014 GOALS AND OBJECTIVES

1. **Goal:** Improve organizational efficiency: Adjust leisure class calendar with instructors to reflect new school schedules adopted by local school districts.

- Status:** In Progress –Start dates of the leisure classes are being adjusted to reflect schedules of both school and senior centers programs. By making these adjustments, it will be more efficient for staff, instructors and customers.

2. **Goal:** Improve organizational efficiency: Network with offsite vendors to increase leisure classes and revenue without impacting city facilities.

- Status:** In Progress – Networking with offsite vendors for future classes. All current vendors have shown an increase of registered students from Monterey Park, including those vendors located outside of the city. This increase has been reflected in additional revenue for both parties.

Activity 6508 – Community Participation

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Total Number of Volunteer Hours	31,000	18,601
Number of Community Service Court Allocated/Referral Volunteers	65	15
Number of Regular Volunteers	500	324
Estimated Savings to City for Volunteer Hours Based on National Standard Rate (\$18.01 per hour)	\$558,310	\$335,004
Total Number of Special Events	20	10
Number of Clubs, Groups and Organizations Participating in Special Events	40	20

2013 – 2014 GOALS AND OBJECTIVES

1. Goal: Improve organizational effectiveness: Continue to increase attendance at the Annual Play Days Parade by 15% by increasing marketing and community participation in the parade. Utilize networks within businesses, service groups, school organizations and the Chamber of Commerce to spread awareness.

Status: On-going – Planning for 2014 Play Days event has begun and will include an increase in overall marketing efforts

Activity 6509 – Media Productions

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Internet webcast total views*	3,900	1,138
Number of Programs Shown on MPK-TV (including repeats)	2,500	1,122
MPK-TV YouTube Channel Views*	4,974	2,759

2013-2014 GOALS AND OBJECTIVES

1. Goal: *Improve organizational efficiency:* Coordinate with other departments to upgrade the City webpage with new technology that provides information in a timelier manner.

Status: The website project is proceeding in a timely manner and is on schedule to go live on February 1, 2014

Activity 6511- Langley Center

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Dial-A-Ride:		
Senior Passengers	16,300	8,150
Handicapped Passengers	5,200	2,600
Transit Miles	53,000	26,500
MTA Passes/Stamps & MTA Tokens (5,000)	4,500	1,560
Taxi Coupons	325*	180*
Senior Citizen Specialized Trips **	220	45

* New eligibility requirements have reduced the number of people eligible for this program.
 ** Formerly reported in Activity 4201

2013-2014 GOALS AND OBJECTIVES

1. Goal: *Improve organizational efficiency:* Research, purchase and implement computerized dispatch software that will increase ridership and improve routing.

Status: In progress – Staff has viewed one presentation on dispatch software; a presentation from a different vendor will be scheduled by April.