

# **MID YEAR REVIEW REPORT**

## **City of Monterey Park**

**Fiscal Year 2012 - 2013**



# Mid Year Review Report For the 2012-13 Fiscal Year

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**City of Monterey Park  
Midyear Budget Report  
2012-2013**

**January 15, 2013**

**The Nation and State Fiscal Development**

The economy has clearly re-accelerated in the last three months and it grew at a 3.1% annualized rate. Growth was supported in part by the housing market's continuing rebound. Nevertheless, formidable challenges remain, including the unaddressed long-term fiscal cliff issues in taxes and spending cuts, the nation's debt ceiling, European debt crisis, and on-going budget constraints at state and local governments. The financial position of the government sector was severely damaged by the Great Recession that began in 2008 and continues in the current year, even as the rest of the economy begins to recover from its freefall.

Many economic analysts expect the U.S. economy will continue expand, albeit slowly. The biggest economic hurdle for 2013 is job creation and a much lower unemployment rate. The national jobless rate is at 7.8 percent. More cuts in government employment are likely in the short term given the prospects for federal budget reductions in defense and domestic programs. The Federal Reserve has held rates at rock bottom until the unemployment rate falls to 6.5 percent.

As the largest economy in the nation, California is experiencing the hardest hit from the recession. The slow economic recovery continues to plague the State and hamper its ability to fund many services. The State continued to report a higher jobless rate at 9.8 percent. Among the 750 new laws that took effect on January 1, there were the following two which would have impacts on local governments.

- Proposition 30, a sales and income tax increase initiative -  
This Proposition raises California's sales tax to 7.5% from 7.25%, a 3.45% increase over current law, creates and imposes additional income tax rates on taxpayers with higher taxable incomes. The Legislative Analysts Office projected the estimated revenue from Proposition 30 for about \$6.8 billion to help resolve California's dire fiscal situation.
  
- AB 340, the Public Employees Pension Reform Act, aka the PEPR -  
New public pension rules make various changes to public retirement law, including setting retirement formulas, maximum benefits allowable, and maximum employer contributions for public employees hired after January 1, 2013.

**Local Economy**

The nation's economy has slowly turned around and the labor force is improving gradually. Financial prospects are brightening, though tempered. While there continue to be signs the economy is slowly emerging from the severe economic downturn, local governments' fiscal conditions remain extremely weak as traditional pillars of revenue, state and federal aid, were simultaneously cut from beneath them.

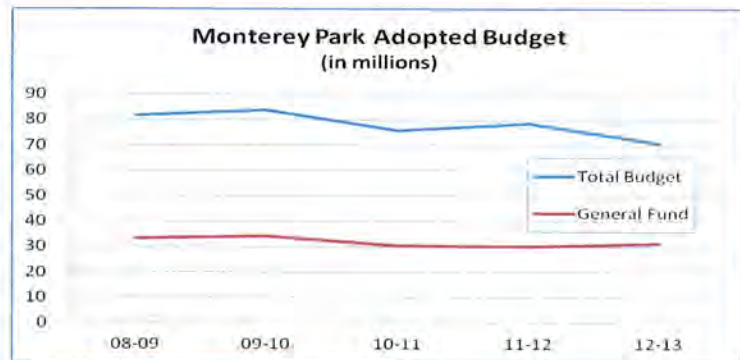
With the California Supreme Court ruling, more than 400 redevelopment agencies, including the Monterey Park Community Redevelopment Agency, ceased to exist on February 1, 2012. This is a devastating ruling for all affected cities. Before the dissolution of our redevelopment agency, property taxes derived from the incremental value within the project areas were about \$10.6 million a year that got put into development initiatives to create jobs, eliminate blight, and rehabilitate affordable housing projects. With the elimination of our redevelopment agency, the City has to rely on its General Fund to

pursue its economic development tasks. Fortunately, the City's assessed values have risen in each year since 2002, despite the housing recession. As a result, the City's property tax revenue has been the most stable revenue source during the recession. The local unemployment rate is at 7.4% which is lower than the rates for both the state and the nation.

### Monterey Park's Budget Review

The 2012-13 adopted budget is a challenging and prudent spending plan, which reflects various cost cutting measures, including freezing some vacant positions, 10% salary furloughs for miscellaneous, confidential, and mid-management units, and safety employee concessions on pension contributions. Table 1 below displays the City's 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. The following two funding initiatives are identified to further the long-term Core Value of the ongoing Strategic goals.



1. Economic Development - The elimination of redevelopment by the State has forced the City to eliminate the entire Economic Development Department. This presents unique challenges for the City to pursue its existing commercial development projects, downtown Towne Centre and Market Place, in order to maintain its community to be a vibrant, livable, and successful community for both its residents and businesses. As such, it is proposed to fund two economic development positions, an economic development director and a secretary, from the General Fund for a total of \$150,000 for the remaining fiscal year.
2. Capital Improvements Projects - Three proposed projects include citywide park ADA improvements for \$850,000, an additional \$150,000 for City Hall painting, and a pothole repair truck for \$200,000, totaling \$1.2 million. Investment in the City's capital improvement projects continues to be a high priority. The City continues effort to leverage projects with non-general funds and to utilize the most restrictive funds prior to less restrictive funds on capital improvement projects. These three priority projects can be funded from the property tax residual distributions because of the dissolution of the redevelopment agency.

The City continuously takes the time and effort to prepare its 5-year financial projections to understand the size and nature of the fiscal challenges ahead of us. By knowing the size of the problem we are going to solve, the City can develop good solutions to navigate these future challenges.

In preparing for the 2013-14 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 Revenues

The net General Fund revenues are \$32.2 million, 2.8% above the approved budget, for 2012-13. Projected revenue increases are mainly attributable to residual property tax distributions from the County. The projected revenues for 2013-14 are \$32.2 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 57% of our General Fund revenues. Because of the elimination of redevelopment agencies, the property tax revenue category for 2012-13 includes an approximately \$2.1 million of the ABx1 26 residual property tax distributions from the county auditor controller.

### General Fund Revenues

(Table 2)

(Amounts in 000s)	2012-13 Approved	2012-13 Estimated	2013-14 Projected
Property Tax	\$13,065	\$14,290	\$13,825
Sales Tax	4,437	4,732	4,820
Utility Tax	3,275	3,095	3,126
Vehicle in-lieu Tax	0	33	0
Other Taxes	1,893	1,940	1,948
Licenses & Permits	2,145	2,193	2,228
Service Charges	4,432	4,089	4,324
Other Revenue	2,045	1,802	1,959
Total	\$31,292	\$32,174	\$32,230
		+2.8%	+0.2%

**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 2012-13 is \$5.7 billion, up 4.7% 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 tax revenues for 2012-13 have been adjusted to include forecasted residual distributions of approximately \$2.1 million.

We project a 2.5% growth for the City's property tax for 2013-14, 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 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. As a result, the "triple flip" program was implemented. Under which, 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.

Proposition 30 was passed, raising California's sales tax to 7.5% from 7.25% for a four year period, beginning January 1, 2013. Customers who shop in Monterey Park will pay a sales tax rate of 9%. Sales

tax is the second major source of revenue for the City. Again, in 2012, the City 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 2013-14, the City assumes a 2.5 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. The City will have a ballot measure (*Measure DD*) in March which puts in place modern telecommunications definitions and removes ambiguities as to whether certain services are subject to UUT, with no change in the tax rates. We project the UUT revenue will remain flat for 2013-14.

**Vehicle License Fee** VLF is imposed based on the market value of motor vehicles. The VLF revenue was diverted by the State in 2011-12 for the funding of the Local Law Enforcement COPS grant. As a result, the City continues losing its VLF revenue in 2013-14.

**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 fairly flat for 2013-14.

**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 2012-13 is about \$4.1 million, reflecting decreases primarily in plan check, prisoner housing, fire inspection, and engineering plan check. Total combined revenue for fees and charges is expected to be approximately \$4.3 million for fiscal year 2013-14.

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 has completed its cost allocation plan updates and is in the processing of performing a comprehensive fee study to ensure the City's fee structures for the reasonableness in financing city services. This updated master fees and charges report will be presented to the City Council when it's done.

**Other Revenues** This category includes investment earnings, rents, fines, and various miscellaneous revenue accounts. Again, with ongoing weakness in the investment market and the ultra-low-interest-rate policies of the Federal Reserve, there has been a dwindling number of investments that pay decent interest income. That situation got much worse this year. The City expects the overall investment return to stay flat in 2013-14. In addition, the City also expects fewer state mandate cost reimbursements in the refunds and rebates category.

### **General Fund Expenditures**

The original adopted budget for General Fund is \$31.3 million and the estimated net expenditures after adjustments are \$32.2 million, up 2.7%, for 2012-13. Throughout the fiscal year, the City Council may approve budget amendments that could not have been anticipated at the time the budget was

adopted. Table 3 presents approved supplemental and proposed budget adjustment to the 2012-13 General Fund budget.

<b>General Fund</b>	
<b>2012-13 Projected Operating Results</b>	
(Table 3)	
Net Revenues	\$ 32,174,016
Adopted Budget	<u>31,290,321</u>
Overage Before Adjustment	883,695
Adjustments:	
○ Additional pension override payment from ROPS II <sup>(1)</sup>	\$(490,000)
○ Appropriations for economic development tasks <sup>(2)</sup>	150,000
○ Appropriations for capital improvement projects <sup>(3)</sup>	<u>1,200,000</u>
Total Adjustments to General Fund Expenditures	<u>860,000</u>
Projected General Fund Surplus for 2012-13	<u>\$ 23,695</u>

*(1) This ROPS II pension override payment reduces required General Fund pension transfer.*

*(2)&(3) Proposed adjustments as part of the Mid-Year Budget Review.*

### **Proposed Changes for Developing the 2013-14 Budget**

The projected expenditures and transfers for 2013-14 are \$31.8 million. Table 4 below displays the projected changes for the 2013-14 budget.

#### **Projected Expenditure Changes and Transfers for General Fund**

**2013-2014**  
(Table 4)

<i>Cost:</i>	<i>(\$100,000), City Clerk</i>
<i>Explanation:</i>	<i>No Municipal election for 2013-14</i>
<i>Cost:</i>	<i>\$150,000, Salaries</i>
<i>Explanation:</i>	<i>Merit and medical benefits - citywide</i>
<i>Cost:</i>	<i>\$75,000, Salaries</i>
<i>Explanation:</i>	<i>Furlough program changes from 10% to 5%, effective 4/1/2014</i>
<i>Cost:</i>	<i>\$40,000, Supplies and Maintenance</i>
<i>Explanation:</i>	<i>2% increase in operating supplies and repairs &amp; maintenance services</i>
<i>Cost:</i>	<i>\$60,000, Utilities</i>
<i>Explanation:</i>	<i>6% increase in electricity, natural gas, and telephone services</i>
<i>Cost:</i>	<i>\$60,000, Contract and Professional Services</i>
<i>Explanation:</i>	<i>3% increase for service contracts per annual CPI adjustment provisions</i>

*Cost:* \$106,000, Internal Service Funding  
*Explanation:* To fund operations and reserve to meet outstanding liabilities for the Workers' Compensation (+10%) and Technology (+5%) Funds. No proposed increases from the General Fund for other internal service funds.

*Cost:* \$500,000, Economic Development  
*Explanation:* To fund the City's economic development activities.

*Cost:* \$500,000, General Fund Pension Cost Contribution  
*Explanation:* To supplement Retirement Fund for pension costs.

The City has adopted a conservative financial management practice. While taking steps to hold back expenditures, the City requires various labor unions through labor contracts continue furlough programs and share in the cost of retirement contributions in order to achieve a balanced 2013-14 budget (Table 5).

**General Fund Proposed Budget  
 2013-2014  
 (Table 5)**

<i>Revenue</i>	<i>\$32,229,616</i>
<i>Expenditures</i>	<i>(31,795,939)</i>
	<hr style="border-top: 1px dashed black;"/>
<i>General Fund Projected Surplus</i>	<i>\$ 433,677</i>

**General Fund Balance**

The City follows the Governmental Accounting Standards Board (GASB) Statement No. 54 in reporting fund balances. Following three years of General Fund budget shortfalls in 2008-09, 2009-10, and 2010-11, the total fund balance of the General Fund was up by \$2.4 million in 2011-12. The increase was filled by one-time \$1.8 million sales of a parking lot and \$600,000 miscellaneous refund revenues. The unassigned fund balance represents General Fund funds that are available for any purpose. The General Fund reserves are projected as follows.

(Amounts in 000s)	<i>2011-12 Actual</i>	<i>2012-13 Projected</i>	<i>2013-14 Projected</i>
Unassigned for Operations	\$ 2,505	\$ 2,505	\$ 2,505
Assigned for Capital Improvement	5,146	5,170	5,604
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
	<hr/>	<hr/>	<hr/>
Total	<i>\$ 14,825</i>	<i>\$ 14,849</i>	<i>\$ 15,283</i>

**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.

**Park Facilities Fund and Public Safety Impact Fees Fund**

A deficit is projected for 2012-13 in these two funds. These two funds rely on developer fees which vary from year to year. The City expects that any deficit will be resolved when the Market Place project is moving forward to generate more developer fees. Otherwise, the City Council will have to weigh the options to curtail expenditures or to continue future subsidies from the General Fund.

**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. 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. The fund is projected to have deficits in two years and General Fund supplements will 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 2013-14 will be 21.676% for Miscellaneous Plan and 25.887% 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. In June, 2011, the City's Redevelopment Agency made a transfer of \$7.8 million which represented pension override amounts from 1983-84 to 2007-08 to the City. This \$7.8 million is pending to be approved by the State Department of Finance. Once the approval is finalized, the City can use the money to cover our future pension costs. Otherwise, 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.

<b>Retirement Fund</b>					
<b>5-Year Financial Projections</b>					
(Table 6)					
<i>(Amounts in 000s)</i>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
<i>Beginning Fund Balance</i>	618	573	83	37	41
<i>Retirement Fund Revenue</i>	5,506	5,556	5,667	5,780	5,896
<i>Pension Override (ROPSII)</i>	490				
<i>General Fund Contribution</i>	395	500	928	941	921
<i>Total Sources</i>	6,391	6,056	6,595	6,721	6,817
<i>Expenditures <sup>(1)</sup></i>	6,436	6,546	6,641	6,717	6,817
<i>Ending Fund Balance</i>	573	83	37	41	41

<sup>(1)</sup> Expenditures include CalPERS, 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 a \$1.2 million revenue loss per year. In 1993, the City formed a citywide assessment district.

The District generates approximately \$1.0 million a year in 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 seventeen (17) 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 other post-employment benefits. Internal service funds are maintained through charges to departments.

As part of the budget balancing plan and the elimination of Redevelopment Agency, the City further forced internal service fund charges for 2012-13 be reduced by \$130,000. Cash flows for each of the 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, which had a deficit net asset for several years. Substantial increases (10%) are unavoidable due to rising medical costs along with pending expenses for liability claims.

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. As a result, starting 2011-12, the City set aside annually \$500,000 in the Other Post-Employment 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.

Monterey Park's water rates are below average neighboring cities' rates by 58% for residential and 64% for commercial. The City has completed a water and sewer rate study and has presented the results to the City Council. It is vital to ensure an appropriate rate structure in order to maintain safe and high standards of water and sewer services for the community. Options are pending to have the City Council's direction to move forward with a water and sewer rate increase.

**Other Budget Issues**

**Infrastructure and Capital Improvement**

The City has made progress in updating its infrastructure through financing, maintenance fees, and grants. Technology development is also a priority of the City. Annually, network equipment and server upgrades are included in the budget to improve overall IT performance. Continued investment in the City's capital improvements is the key to a long-term economic success and better quality of life for our community.

The City will continue seeking grants and financial assistances to fund the City's capital improvements including water capital improvements, sewer system upgrades, energy saving programs, and public safety equipment. At the same time, the City will explore financing options as well as self-funded projects that support the debt service payments with cost savings.

**In Closing**

Our collective efforts and prudent management have allowed the City to endure the difficult times. The City of Monterey Park is well prepared to address the economic difficulties that lie ahead. Over the past several years, the City has utilized creativity and out-of-the-box thinking to solve our budget shortfalls. The days of passive financial management have passed. Instead, the City must be aggressive and proactive in order to develop and implement plans that will keep us fiscally responsive and as financially healthy as possible.

This midyear review sets the stage for our continuing efforts to prepare for the 2013-14 Budget. Projections at the midyear indicate that the City will have a balanced budget for 2013-14. With the elimination of our Redevelopment Agency, the City has to make difficult and sometimes unpopular choices based on available funding resources to maintain the level of essential services that our constituents expect. 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 a budget hearing for the City Council to review and consider the proposed budget.

Respectfully,

By:   
Paul Talbot  
City Manager

and

  
Annie Young, CPFO  
Financial Services Manager

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## SUMMARY OF REVENUES BY SOURCE

Description	Acct	Estimated			
		Actual 2011-2012	Budgeted 2012-2013	Actual 2012-2013	Estimated 2013-2014
<b><i>General Fund</i></b>					
<b>Property Taxes:</b>					
Current Secured	0010- 01010	6,434,959	6,600,000	6,630,000	6,800,000
Residual Property Tax Dist.	01015		700,000	2,070,000	1,400,000
VLF Compensation	01010	5,102,553	5,000,000	5,110,000	5,120,000
Current Unsecured	01020	230,294	250,000	235,000	240,000
Homeowner Exemption	01030	60,543	60,000	60,000	60,000
Prior Year Secured	01110	73,386	350,000	120,000	130,000
Prior Year Unsecured	01120	9,313	15,000	15,000	15,000
Interest & Penalties	01200	63,852	90,000	50,000	60,000
<b>Total Property Taxes</b>		<b>11,974,900</b>	<b>13,065,000</b>	<b>14,290,000</b>	<b>13,825,000</b>
<b>Other Taxes:</b>					
Admission Tax	01400	8,106	7,500	7,500	7,500
Sales Tax	01500	3,432,648	3,368,000	3,500,000	3,570,000
Sales Tax Compensation	01500	1,058,440	1,069,000	1,232,284	1,250,000
Transient Tax	01550	876,482	780,000	880,000	880,000
Franchise Tax	01600	942,985	980,000	950,000	950,000
Transfer Tax	01800	101,247	125,000	102,000	110,000
Utility Users Tax	01900	3,092,796	3,275,000	3,095,000	3,126,000
Vehicle In-lieu Tax	04410	32,170		33,334	
<b>Total Other Taxes</b>		<b>9,544,875</b>	<b>9,604,500</b>	<b>9,800,118</b>	<b>9,893,500</b>
<b>Licenses &amp; Permits:</b>					
<b>Licenses:</b>					
Business Licenses	02010	945,367	950,000	946,000	946,000
Business Lic Processing Fees	02020	539		1,000	1,000
Tobacco Retailer Lic Fees	02025	1,747	700	1,000	1,000
Dog Licenses Regular	02410/02430	5,134	8,700	5,000	5,000
Dog Licenses Altered	02420/02450/02460	8,319	14,000	8,300	8,300
<b>Total Licenses</b>		<b>961,106</b>	<b>973,400</b>	<b>961,300</b>	<b>961,300</b>
<b>Construction Permits:</b>					
Building Permits	02500	629,014	868,000	878,700	900,000
Electrical Permits	02600	117,831	140,000	160,000	178,700

## SUMMARY OF REVENUES BY SOURCE

Description	Acct	Budgeted		Estimated	
		Actual 2011-2012	2012-2013	Actual 2012-2013	Estimated 2013-2014
Plumbing Permits	02700	66,174	80,000	95,000	95,000
Mechanical Permits	02900	55,992	70,000	80,000	75,000
<b>Total Construction Permits</b>		<b>869,012</b>	<b>1,158,000</b>	<b>1,213,700</b>	<b>1,248,700</b>
<b>Other Permits:</b>					
Firework Permits	03540	5,200	1,600	5,200	5,200
Yard Sale Permits	03550	2,010	2,300	2,100	2,100
Misc Permits	03590	17,376	6,000	7,000	7,000
Parking Permits	03650	2,044	1,000	2,000	2,000
News rack / Banner Permits	06290/06710	256	2,600	1,500	2,000
<b>Total Other Permits</b>		<b>26,886</b>	<b>13,500</b>	<b>17,800</b>	<b>18,300</b>
<b>Total Licenses &amp; Permits</b>		<b>1,857,004</b>	<b>2,144,900</b>	<b>2,192,800</b>	<b>2,228,300</b>
<b>Fines:</b>					
Traffic Fines	03580	266,944	250,000	250,000	250,000
Court Fines	03600	25,399	40,000	28,000	30,000
Parking Fines	03630	478,616	475,000	480,000	480,000
Court Restitutions	06405	1,911			
<b>Total Court and Traffic Fines</b>		<b>772,870</b>	<b>765,000</b>	<b>758,000</b>	<b>760,000</b>
<b>Use of Money &amp; Property:</b>					
Interest Income	03700	212,100	150,000	130,000	150,000
Golf Course Rental	03800	43,948	44,000	44,000	48,000
MetroPCS (3500 Ramona)	03870	35,993	36,866	36,866	37,971
T-Mobile Rental (Fire Station 3)	03880	28,297	29,002	29,002	29,872
AT&T Rental (Fire Station 3)	03890	25,979	29,002	29,002	30,020
T-Mobile Rental (Sierra Vista)	03930	35,757	36,535	36,535	37,911
Nextel Rental (Ramona Blvd.)	03940	33,272	36,900	36,900	38,478
Acosta Grower (Delta & Fox Sites)	03960	5,137	12,328	12,328	12,328
Martinez Nursery (La Loma Site)	03961		3,164	2,957	
Specialty Restaurants	03970	148,252	160,000	148,000	150,000
Sublease Rent - SMSA (Pac Bell)	03980	9,889	10,060	10,032	10,465
Sublease Rent - Cox Communication	03990	7,244	7,488	7,488	7,713
Rental Income-325 E. Pomona	05451	2,272			
Rental Income-371 E. Pomona	05452	15,421			
Rental Income-341 E. Pomona	05453	12,563			
Rental Income-321 E. Pomona	05454	(1,248)			
Rental Income-534 N. Chandler	05455	19,479			

## SUMMARY OF REVENUES BY SOURCE

Description	Acct	Budgeted		Estimated	
		Actual 2011-2012	2012-2013	Actual 2012-2013	Estimated 2013-2014
<b>Total Use of Money &amp; Property</b>		<b>634,354</b>	<b>555,345</b>	<b>523,110</b>	<b>552,758</b>
<b>Charges for Services:</b>					
<b>Police Services:</b>					
Witness Fees	03610	2,551	2,800	3,000	3,000
Prisoner Housing	03640	97,073	133,000	70,000	70,000
Vehicle Release	03670	66,003	70,000	66,000	66,000
DUI Recovery	03680	55,918	50,000	50,000	60,000
Fingerprint	06390/03710	10,745	20,000	11,000	11,000
Correction Notices	03720	3,720	4,500	4,000	4,000
Prisoner Booking Fees	03730/03760	720	120	400	400
Police Report	05990	3,018	2,000	3,000	3,000
Burglar Alarm	06400	42,798	40,000	40,000	40,000
<b>Total Police Services</b>		<b>282,546</b>	<b>322,420</b>	<b>247,400</b>	<b>257,400</b>
<b>Fire Services:</b>					
Fire Report Copy	06050	271	300	300	300
Fire Inspection	06320	96,146	80,000	95,000	95,000
Fire Plan Checks & Permits	06330/06340	128,081	105,000	105,000	105,000
Fire Response/Admin Citation	06350/06240	11,211	13,000	11,500	11,500
Business Fire Safety Inspection	06370	19,977	80,000	20,000	20,000
Ind Waste Permit/Inspection	06850	116,415	90,000	95,000	95,000
Citizen CPR/AED Training Program	06851		250		
Ambulance Subscription	07950	101,013	107,000	101,000	101,000
Ambulance Transport	07960	1,083,573	1,000,000	1,000,000	1,000,000
Fire Emergency Response	07970	178			
<b>Total Fire Services</b>		<b>1,556,865</b>	<b>1,475,550</b>	<b>1,427,800</b>	<b>1,427,800</b>
<b>Community Development:</b>					
Plan Check	06100	477,322	600,000	400,000	600,000
Comm Prop Insp	06120	65,562	60,000	60,000	60,000
Res Prop Insp	06150	58,856	46,000	60,000	60,000
Home Occup Insp	06160	13,838	14,000	10,000	14,000
Zoning	06200	31,296	30,000	28,000	31,000
Admin Citation - Code Compliance	06220/06130	51,311	30,000	40,000	40,000
Design Review	06250	7,079	7,000	7,000	7,000
Special Inspection	06450	6,671	8,000	6,500	6,500
Massage Application / Review Fee	06455		1,690		
<b>Total Community Development Fees</b>		<b>711,934</b>	<b>796,690</b>	<b>611,500</b>	<b>818,500</b>

## SUMMARY OF REVENUES BY SOURCE

Description	Acct	Actual	Budgeted	Estimated	Estimated
		2011-2012	2012-2013	2012-2013	2013-2014
<b>Public Works Fees:</b>					
Comm. Franchise in lieu fee	01610	125,999	122,000	122,000	122,000
Street Excavation	02910	8,795	8,000	6,000	8,000
Sewer Permits	02920	441	200	200	200
Driveway/Sidewalk	02930	1,758	2,500	2,000	2,500
Housemoving Permits	03520	1,056	1,392	1,056	1,056
Sale of Maps	06000	142	250	250	250
Sale of Plans	06010	1,368	3,000	1,500	2,000
Address Change	06140	2,552	2,552	2,552	2,552
Admin Citation - Public Works	06230	100	500	100	100
Engr Inspection	06210/06300	13,328	20,000	20,000	20,000
Engr Plan Check	06700	21,449	55,000	22,000	30,000
Soil Review	06910	14,406	8,500	14,000	14,000
<b>Total Public Works Fees</b>		<b>191,395</b>	<b>223,894</b>	<b>191,658</b>	<b>202,658</b>
<b>Library Fees:</b>					
Calif Library Serv	05300	46	100	100	100
Library Fines	07410	18,972	19,000	19,000	19,000
Audio Visual	07420	4,748	5,000	5,000	5,000
Lost Books	07430	1,962	3,000	2,000	2,000
Misc Library Revenue	07460	40	100	50	100
Card Replacement	07480	2,245	2,500	2,000	2,000
Damaged Items	07490	551	600	550	550
<b>Total Library Fees</b>		<b>28,564</b>	<b>30,300</b>	<b>28,700</b>	<b>28,750</b>
<b>Recreation / Community Services Fees:</b>					
Rec. Facilities / Service Clubhouse	04020	60,833	60,000	60,000	60,000
Rec Registration	06090	18,772	20,000	20,000	20,000
Picnic Reservation	07050	18,758	18,000	18,000	18,000
Aquatics	07090	27,443	37,000	30,000	32,000
Child Care	07150	140,941	130,000	140,000	140,000
Barnes Pool Admission	07610	12,104	14,000	13,000	13,000
Elder Pool Admission	07620	4,030	5,000	2,000	5,000
Swim Lessons	07630	53,048	53,000	50,000	50,000
Barnes & Elder Pool Rental	07640	39,272	40,000	43,000	45,000
Adopt-A-Park	08020	1,000			
Langley Activity	08025	195		8,000	8,000
Other Rec. Revenue	07900/08030	40	8,300		
Rec Registration	0159-06090	34,862	35,000	35,000	35,000
Summer Programs	0159-07010	57,916	70,000	66,000	66,000
Fall Programs	0159-07020	67,832	65,000	65,000	65,000
Winter Programs	0159-07030	60,271	49,000	60,000	60,000

## SUMMARY OF REVENUES BY SOURCE

Description	Acct	Actual		Estimated		
		2011-2012	Budgeted 2012-2013	Actual 2012-2013	Estimated 2013-2014	
Spring Programs	0159-07040	54,552	56,000	56,000	56,000	
Adult Leagues	0159-07100	11,623	18,000	12,000	12,000	
<b>Total Recreation / Community Services Fees</b>		<b>663,492</b>	<b>678,300</b>	<b>678,000</b>	<b>685,000</b>	
<b>Administrative Charges:</b>						
From City Funds	06020	619,900	900,000	900,000	900,000	
<b>Total Administrative Charges</b>		<b>619,900</b>	<b>900,000</b>	<b>900,000</b>	<b>900,000</b>	
<b>Other Services:</b>						
City Clerk Research	06040	268	500	280	300	
Returned Check Fee	08150	4,565	4,000	4,000	4,000	
<b>Total Other Services</b>		<b>4,833</b>	<b>4,500</b>	<b>4,280</b>	<b>4,300</b>	
<b>Total Charges for Services</b>		<b>4,059,531</b>	<b>4,431,654</b>	<b>4,089,338</b>	<b>4,324,408</b>	
<b>Other Revenue:</b>						
Surplus Property Sale	04000	1,837,937	8,000	3,000	3,000	
Refunds/Rebates	08100	674,565	280,000	80,000	145,000	
Misc Revenue	07530/09203/ 09210/07500	17,240	17,000	17,000	17,000	
Utility Billing Round Up	08200	750	650	650	650	
Street Maintenance - Water	0092-081580	350,000	420,000	420,000	480,000	
<b>Total Other Revenue</b>		<b>2,880,492</b>	<b>725,650</b>	<b>520,650</b>	<b>645,650</b>	
<b>Total General Fund</b>		<b>31,724,025</b>	<b>31,292,049</b>	<b>32,174,016</b>	<b>32,229,616</b>	
<b><u>Special Revenue Funds</u></b>						
<b>Retirement Fund - 0012</b>						
<b>Property Taxes:</b>						
Current Secured	01010	4,572,682	4,850,000	5,200,000	5,250,000	
Current Unsecured	01020	78,570	68,000	126,000	126,000	
Homeowner Exemption	01030	57,720	59,000	59,000	59,000	
Prior Year Secured	01110	109,855	100,000	100,000	100,000	
Prior Year Unsecured	01120	779	2,000	800	1,000	

## SUMMARY OF REVENUES BY SOURCE

Description	Acct	Actual		Estimated	
		2011-2012	Budgeted 2012-2013	Actual 2012-2013	Estimated 2013-2014
Interest & Penalties	01200/03750	15,346	20,000	20,000	20,000
Other (ROPS Pension Override)	07530			490,000	
<b>Total Retirement Fund</b>		<b>4,834,951</b>	<b>5,099,000</b>	<b>5,995,800</b>	<b>5,556,000</b>
<b>State Gas Tax Funds - 0022</b>					
<b>Gas Tax:</b>					
Section 2103 (Prop 42 Replacement)	0022- 04530	770,641	705,845	770,000	770,000
Section 2105	0022- 04540	284,381	314,305	314,305	315,000
Section 2106	0022- 04500	161,560	215,021	215,021	217,000
Section 2107	0022- 04510	400,697	451,072	451,072	452,000
Section 2107.5	0022- 04520		7,500	7,500	7,500
Interest Income	0022- 03700	2,278	1,200	1,200	1,200
SB 821 Bikeway	0023- 05400	58,381	31,333	31,333	31,333
<b>Total Gas Tax Fund</b>		<b>1,677,938</b>	<b>1,726,276</b>	<b>1,790,431</b>	<b>1,794,033</b>
<b>Park Facility Fund - 0070</b>					
Park Facilities Fees	09000	25,455	50,000	100,000	50,000
<b>Proposition A Fund - 0109</b>					
Proposition A Sales of Assets	04000	3,055			
Proposition A Local Return	05400	950,237	840,000	965,000	965,000
Proposition A Incentive Program	05430	95,715	110,000	95,000	95,000
Fares	07680	53,475	124,300	117,300	117,300
Interest Income	03700	4,741	4,400	4,400	4,500
<b>Total Proposition A Fund</b>		<b>1,107,224</b>	<b>1,078,700</b>	<b>1,181,700</b>	<b>1,181,800</b>
<b>Measure R Fund - 0110</b>					
Measure R	05400	587,323	540,000	588,000	588,000
Interest Income	03700	2,621	2,300	2,300	2,100
<b>Total Measure R</b>		<b>589,944</b>	<b>542,300</b>	<b>590,300</b>	<b>590,100</b>
<b>Proposition C Fund - 0166</b>					
Interest Income	05400	789,342	730,000	790,000	790,000
	03700	2,591	2,100	2,100	2,200

## SUMMARY OF REVENUES BY SOURCE

Description	Acct	Actual		Estimated	
		2011-2012	Budgeted 2012-2013	Actual 2012-2013	Estimated 2013-2014
<b>Total Proposition C</b>		<b>791,933</b>	<b>732,100</b>	<b>792,100</b>	<b>792,200</b>
<b>Asset Forfeiture Fund - 0160</b>					
Asset Forfeiture-Justice	03690	54,214	80,000	60,000	80,000
Interest Income	03700	2,669		2,500	2,500
Asset Forfeiture-Treasury	03770	112,014	300,000	80,000	120,000
Asset Forfeiture-State	03780	15,805	2,500	2,500	5,000
Sales of Surplus Property	04000	1,190			
<b>Total Asset Forfeiture Fund</b>		<b>185,893</b>	<b>382,500</b>	<b>145,000</b>	<b>207,500</b>
<b>Business Improvement Fund - 0077</b>					
Business Improvement Fees	02110	58,395	60,000	59,700	59,700
Interest Income	03700	732	360	360	360
<b>Total Business Improvement</b>		<b>59,127</b>	<b>60,360</b>	<b>60,060</b>	<b>60,060</b>
<b>Air Quality Improvement Fund - 0165</b>					
Air Quality Allocation	05400	72,842	75,000	74,000	74,000
Interest Income	03700	395	300	300	300
<b>Total Air Quality Improvement</b>		<b>73,236</b>	<b>75,300</b>	<b>74,300</b>	<b>74,300</b>
<b>Maint. District -1972 Act - 0176</b>					
Special Assessment	01060	977,552	981,500	981,500	981,500
<b>Library Tax Fund - 0131</b>					
Library Tax	01060	501,685	503,750	502,000	502,000
Interest Income	03700	465	350	350	300
<b>Total Library Tax Fund</b>		<b>502,151</b>	<b>504,100</b>	<b>502,350</b>	<b>502,300</b>
<b>Public Safety Augmentation Fund - 0182</b>					
Sales Tax Public Safety Augmentation	01510	566,044	550,000	550,000	580,000

## SUMMARY OF REVENUES BY SOURCE

Description	Acct	Actual 2011-2012	Budgeted 2012-2013	Estimated Actual 2012-2013	Estimated 2013-2014
<b>Public Safety Impact Fund - 0071</b>					
Public Safety Impact Fee	03570/08100	106,495	80,000	380,000	110,000
Interest Income	03700	124			
<b>Total Public Safety Impact Fee</b>		<b>106,619</b>	<b>80,000</b>	<b>380,000</b>	<b>110,000</b>
<b>CERCLA Liability Fund - 0203</b>					
CERCLA Fees	06950	124,310	122,000	124,000	124,000
Interest Income	03700	2,041	2,600	2,100	2,100
<b>Total CERCLA Liability</b>		<b>126,351</b>	<b>124,600</b>	<b>126,100</b>	<b>126,100</b>
<b>Housing Program Fund - 0880</b>					
Interest Income	03700	8,609			
Program Income	05450	20,000			
Rental Income-325 E. Pomona	05451	3,500			
Rental Income-371 E. Pomona	05452	507			
Rental Income-341 E. Pomona	05453	653			
Rental Income-534 N. Chandler	05455	8,296			
<b>Total Housing Program Fund - 0880</b>		<b>41,566</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grants Fund</b>					
<b>Library Grants:</b>					
Cal Foundation - PLF	0115-05400				
Literacy and Civics Ed. Grant	0142-05400	24,598	47,817	47,817	47,817
Cal Literacy Grant	0163-05400		26,955	26,955	30,000
LACMTA	0356-05400	1,584			
California Council for The Humanities	0428-05400	7,500	6,509	6,509	
Literacy Trust Grant	0445-05400	29,414	8,246	8,246	
<b>Total Library Grants</b>		<b>63,096</b>	<b>89,527</b>	<b>89,527</b>	<b>77,817</b>
<b>Parks and Recreation Grants:</b>					
Park Discretionary (Maint.)	0178-05400	60,000	60,000	60,000	60,000
Pepsi Franchise Grant	0343-05400		50,000	50,000	

## SUMMARY OF REVENUES BY SOURCE

Description	Acct	Actual 2011-2012	Budgeted 2012-2013	Estimated Actual 2012-2013	Estimated 2013-2014
<b>Total Parks &amp; Rec Grants</b>		<b>60,000</b>	<b>110,000</b>	<b>110,000</b>	<b>60,000</b>
<b>Police Grants:</b>					
STC Grant	0132- 05400	6,303	6,306	6,306	6,306
POST Grant	0136- 04500	32,416	35,000	35,000	35,000
Interest Income	0192- 03700	235			
State - COPS	0192- 05400	100,000	100,000	100,000	100,000
Bullet Proof Vest Grant	0229- 05400	1,971	6,000	3,000	3,000
Homeland Security Grant - 2008	0253- 05400	148,931			
Homeland Security Grant - 2009	0254- 05400	10,009			
Recovery Act JAG Grant	0402- 03700	230			
911 for Kids Grant	0404- 05400	4,235			
<b>Total Police Grants</b>		<b>304,329</b>	<b>147,306</b>	<b>144,306</b>	<b>144,306</b>
<b>Engineering Grants:</b>					
Prop 1B Street Improvement Fund	0028- 03700/05400	2,102			
Used Oil Recycling Grant	0184- 03700/05400	42,863	17,706	17,706	17,706
Beverage Container Recycling	0214- 05400	17,262	16,162	16,162	16,162
DOE EEC Block Grant	0420- 05400	122,082			
<b>Total Engineering Grants</b>		<b>184,308</b>	<b>33,868</b>	<b>33,868</b>	<b>33,868</b>
<b>Transportation Grants:</b>					
Air Quality Investment Program	0233- 05400/07680	3,906			
Safetea-Lu	0342- 05400	240,928			
MTA - TEA21	0347- 05400	426,885			
MTA Call (Signage)	0353- 05400	59,000			
<b>Total Transportation Grants</b>		<b>730,718</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fire Grants:</b>					
Homeland Security 2011 SHSGP	0255- 05400		13,000	13,000	
Urban Area Security Initiative-2009	0257- 05400	9,727			
Urban Area Security Initiative-2010	0258- 05400		53,809	53,809	
Urban Area Security Initiative-2011	0259- 05400		29,161	29,161	
ELAC Instructional Serv Program	0349- 05400	67,179	40,000	40,000	
Assistance to Firefighters - 2010	0431- 05400	92,268			
<b>Total Fire Grants</b>		<b>169,174</b>	<b>135,970</b>	<b>135,970</b>	<b>0</b>
<b>Community Development Grants:</b>					

## SUMMARY OF REVENUES BY SOURCE

Description	Acct	Actual 2011-2012	Budgeted 2012-2013	Estimated Actual 2012-2013	Estimated 2013-2014
Sustainable Communities Planning	0440- 05400	1,748			
Total Community Development Grants		1,748	0	0	0
<b>HUD Grants:</b>					
CDBG	0169- 05400	1,088,554	576,072	567,072	567,072
CDBG - R	0395- 05400	11,963			
HOME Fund	0152- 05400/	340,959	294,380	294,380	294,380
	03700/05451/52/53/54/55	33,037			
EDI Grant/Interest Income	0211- 03700	1,482		1,300	1,300
Total HUD Grants		1,475,996	870,452	862,752	862,752
<b>Other Special Grants (Trust Funds):</b>					
Maintenance Grant (0075)	0344- 05400	103,633	79,600	79,600	79,600
Gen Plan Review Trust	0352- 05400	56,051	106,507	106,507	10,600
Passport Trust Grant (0075)	0415- 05400	15,000	21,305	21,305	21,000
Records Management Fee Trust (0075)	0442- 05400	26,199	25,638	25,638	25,000
Total Other Special Grants		200,883	233,050	233,050	136,200
Total Grant Funds		3,190,253	1,620,173	1,609,473	1,314,943
Total Special Revenue Funds		14,814,668	13,606,909	14,879,114	13,920,836
<b><u>Enterprise Funds</u></b>					
<b>Sewer Fund - 0042</b>					
Sewer Reconstruction Fee	01000				
Sewer Revenue	05200	273,496	260,000	273,000	273,000
Total Sewer Fund		273,496	260,000	273,000	273,000
<b>Refuse Fund - 0043</b>					
Refuse Charges	05300/05350	5,690,836	5,750,000	5,750,000	5,750,000
Waste Mgmt Surcharge	05360	310,805	320,000	311,000	311,000

## SUMMARY OF REVENUES BY SOURCE

Description	Acct	Actual 2011-2012	Budgeted 2012-2013	Estimated Actual 2012-2013	Estimated 2013-2014
<b>Total Refuse Fund</b>		<b>6,001,640</b>	<b>6,070,000</b>	<b>6,061,000</b>	<b>6,061,000</b>
<b>Water Fund</b>					
<b>Water Operation Fund:</b>					
Sales of Surplus Property	0092- 04000	2,306			
Water Sales	0092- 07510	7,483,808	7,480,000	7,485,000	7,485,000
Connection Fee	0092- 07550	91,894	150,000	150,000	150,000
Meter Installation	0092- 07520	177,158	150,000	150,000	150,000
Other Revenue	0092- 07540	39	100	50	50
Water Rights/Reconnection	0092- 07530	2,417,056	1,900,000	2,820,000	
<b>Total Water Operation Fund</b>		<b>10,172,260</b>	<b>9,680,100</b>	<b>10,605,050</b>	<b>7,785,050</b>
<b>Water Treatment Fund:</b>					
Water Treatment Surcharge	0093- 07590	2,700,391	2,800,000	2,750,000	2,750,000
SGWQA Grant	0093- 07560				
EPA Settlement / SEMOU Trustee	0093- 07575	2,203,224	500,000	2,000,000	1,500,000
Other - Insurance Reimb.	0093- 07530	75,271	30,000	30,000	30,000
<b>Total Water Treatment Fund</b>		<b>4,978,886</b>	<b>3,330,000</b>	<b>4,780,000</b>	<b>4,280,000</b>
<b>Total Enterprise Funds</b>		<b>21,426,282</b>	<b>19,340,100</b>	<b>21,719,050</b>	<b>18,399,050</b>
<b><u>Internal Service Funds</u></b>					
<b>Auto Shop Fund - 0060</b>					
Refunds & Rebates	08100/04000	(6,110)			
Vehicle Charges	08700	1,741,390	1,704,478	1,704,478	1,704,478
<b>Total Shop Fund</b>		<b>1,735,280</b>	<b>1,704,478</b>	<b>1,704,478</b>	<b>1,704,478</b>
<b>Separation Benefits Fund - 0061</b>					
Separation Charges	07900	1,530,142	1,248,697	1,248,697	1,262,697
<b>General Liability Fund - 0062</b>					
Insurance Charges	06020	792,000	790,000	790,000	825,000

## SUMMARY OF REVENUES BY SOURCE

Description	Acct	Actual 2011-2012	Budgeted 2012-2013	Estimated Actual 2012-2013	Estimated 2013-2014
<b>Workers' Compensation Fund - 0080</b>					
Insurance Charges	07900	1,167,545	1,269,932	1,269,932	1,397,000
<b>Technology Fund - 0063</b>					
Technology Charges	06020	141,746	131,538	131,538	138,642
<b>OPEB Internal Service Fund - 0064</b>					
OPEB set-aside	06020	500,000	500,000	500,000	500,000
<b>Total Internal Service Funds</b>		<b>5,866,714</b>	<b>5,644,645</b>	<b>5,644,645</b>	<b>5,827,817</b>
<b>Total City - All Funds</b>		<b>73,831,689</b>	<b>69,883,703</b>	<b>74,416,825</b>	<b>70,377,319</b>

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

DEPARTMENT	FISCAL YEAR 2012-2013			FISCAL YEAR 2013-2014			DESCRIPTION OF FY 2013-2014 CHANGE
	Original Budget	Amended	Estimated Expenditures 2012-2013	Adjusted Budget 2012-2013	Amended	Estimated Budget 2013-2014	
<b>Expenditure :</b>							
1100 General Govt.	88,162		88,162	88,162		88,162	
1201 City Manager/Economic Dev.	111,167		111,167	111,167		111,167	
1301 City Clerk	377,232		377,232	377,232	(100,000)	277,232	Election Off Year
1400 Management Services	671,587		671,587	671,587		671,587	
1501 City Treasurer	18,343		18,343	18,343		18,343	
1601 City Attorney	228,000		228,000	228,000		228,000	
1700 Community Development	913,200		913,200	913,200		913,200	
1800 Human Resources/Risk Mgmt	358,271		358,271	358,271		358,271	
3100 Police	12,475,884		12,475,884	12,475,884		12,475,884	
3200 Fire	8,428,598		8,428,598	8,428,598		8,428,598	
4200 Public Works	2,366,917		2,366,917	2,366,917		2,366,917	
5001/02 Capital / Equipment	217,100		217,100	217,100		217,100	
5102 Post-Employment	758,000		758,000	758,000		758,000	
6000 Library	1,534,155		1,534,155	1,534,155		1,534,155	
6500 Recreation & Community Serv	1,858,323		1,858,323	1,858,323		1,858,323	
<b>Adjustment:</b>							
					150,000 <sup>(2)</sup>	150,000	Merit and Medical Benefits - Citywide
					75,000 <sup>(3)</sup>	75,000	Furlough Program from 10% to 5% for 3 Months
					40,000	40,000	Supplies and Maintenance, 2%
					60,000	60,000	Utilities, + 6%
					60,000	60,000	Contracted Services (per CPI), + 3%
					6,000	6,000	Technology/Communications, + 5%
					100,000	100,000	Workers' Compensation, + 10%
					350,000 <sup>(4)</sup>	500,000	Economic Development Programs
					(1,200,000)	0	
<b>Economic Development</b>		150,000 <sup>(4)</sup>	150,000	150,000			
<b>Capital Improvement Projects</b>		1,200,000 <sup>(5)</sup>	1,200,000	1,200,000			
<b>Total Expenditures</b>	30,404,939	1,350,000	31,754,939	31,754,939	(459,000)	31,295,939	
<b>Transfer to Supplement Pension</b>	885,382	(490,000) <sup>(1)</sup>	395,382	395,382	104,618	500,000	Transfer to Supplement Pension Costs
<b>Total Expenditures and Transfer</b>	31,290,321	860,000	32,150,321	32,150,321	(354,382)	31,795,939	Decreased over 2012-13 Amended Budget: -1.1%

Note:

- <sup>(1)</sup> Pension Override Payment per ROPS II.
- <sup>(2)</sup> Merit and Medical Benefits Increases per MOUs.
- <sup>(3)</sup> A 5% Furlough for Miscellaneous Employees, Effective 4/1/2014.
- <sup>(4)</sup> Economic Development Budget in place due to the RDA elimination.
- <sup>(5)</sup> Capital Improvement Projects: Park ADA Improvements (\$850,000); City Hall Painting (\$150,000); Potholing Truck (\$200,000).

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

	2012-13	2013-14	2014-15	2015-16	2016-17	Notes
<b>Beginning Fund Balance</b>						
Unassigned	\$2,505,441	\$2,505,441	\$2,505,441	\$2,505,441	\$2,505,441	
Others	12,319,459	12,343,154	12,776,831	13,439,697	14,628,621	(18)
<b>Revenues:</b>						
Property Taxes	14,290,000	13,825,000	14,240,000	14,667,000	15,107,000	(1)
Sales Tax	4,732,284	4,820,000	4,966,000	5,090,000	5,217,000	(2)
Utility Tax	3,095,000	3,126,000	3,220,000	3,317,000	3,417,000	(3)
Vehicle In-lieu Tax	33,334					(4)
Other Taxes	1,939,500	1,947,500	1,986,000	2,026,000	2,067,000	(5)
Licenses & Permits	2,192,800	2,228,300	2,272,866	2,318,323	2,364,690	(6)
Charges for Services	4,089,338	4,324,408	4,411,000	4,499,000	4,589,000	(7)
Fines	758,000	760,000	775,000	791,000	807,000	(5)
Interest and Rental	523,110	552,758	564,000	575,000	587,000	(8)
Other Revenue	520,650	645,650	700,000	750,000	750,000	(9)
<b>Total Revenues</b>	<b>32,174,016</b>	<b>32,229,616</b>	<b>33,134,866</b>	<b>34,033,323</b>	<b>34,905,690</b>	
<b>Expenditures:</b>						
Salaries & Benefits	24,584,042	24,802,369	25,000,000	25,200,000	25,300,000	(10)
Maintenance & Operation	2,714,235	2,772,108	2,828,000	2,885,000	2,943,000	(11)
Contracted Services	918,860	978,860	940,000	960,000	980,000	(12)
Utilities	782,596	842,596	868,000	894,000	921,000	(13)
Vehicle Operating	1,000,106	1,000,106	1,050,000	1,103,000	1,158,000	(14)
Insurance	139,900	139,900	143,000	146,000	149,000	(15)
Small Capitals	24,900	60,000	65,000	65,000	65,000	
Capital Projects	240,300	200,000	200,000	200,000	200,000	
To OPEB Trust Fund			200,000	200,000	200,000	(16)
To Retirement Fund - Operating Transfer	395,382	500,000	928,000	941,400	921,469	(17)
Economic Development Programs	150,000	500,000	250,000	250,000	250,000	(19)
Priority Capital Improvements	1,200,000					
<b>Total Expenditures</b>	<b>32,150,321</b>	<b>31,795,939</b>	<b>32,472,000</b>	<b>32,844,400</b>	<b>33,087,469</b>	
<b>Ending Fund Balance</b>	<b>\$14,848,595</b>	<b>\$15,282,272</b>	<b>\$15,945,138</b>	<b>\$17,134,062</b>	<b>\$18,952,283</b>	
<b>Future Capital Projects:</b>		\$455,600	\$185,200			(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 is 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 not included due to the elimination of RDA.
- (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 the 5% salaries restoration for Police, PACP, & FMGT units, effective 8/2012; furloughs and 9% PERS contribution from Safety are included.
- (11) 2% increase in maintenance, supplies, equipment, and other operating costs starting 2013-14.
- (12) Street sweeping costs are shared by Gas Tax and General Funds.
- (13) 3% increase in utilities, startup 2013-14.
- (14) 5% increase in vehicle operating and replacement starting 2013-14.
- (15) 2% increase in insurance costs, startup 2013-14.
- (16) Set aside funds for the post-retirement medical costs per actuarial in order to fund unfunded liabilities.
- (17) General Fund retirement contributions for pension costs.
- (18) Fund balance is classified per GASB Statement 54 per 6/30/2012 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 \$5,145,940.
- (19) Economic development budget is required since the RDA has been dissolved.
- (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**

	2012-13	2013-14	2014-15	2015-16	2016-17	Notes
Beginning Fund Balance	\$618,331	\$573,490	\$82,940	\$36,917	\$40,536	(9)
<b>Revenues:</b>						
Property Taxes	5,505,800	5,556,000	5,667,000	5,780,000	5,896,000	(1)
Pension Override Payment - ROPS II	490,000					(2)
From General Fund - Operating Transfer	395,382	500,000	928,000	941,400	921,469	(2)
<b>Total Revenues</b>	<b>6,391,182</b>	<b>6,056,000</b>	<b>6,595,000</b>	<b>6,721,400</b>	<b>6,817,469</b>	
<b>Expenditures:</b>						
PERS	4,146,082	4,250,000	4,335,000	4,400,000	4,450,000	(3)
Mass. Mutual	841,176	883,235	927,396	973,766	1,022,455	(4)
Actuarial Services	18,600	19,000	20,000	21,000	22,000	(5)
Pension Obligation Bonds	1,430,165	1,394,315	1,358,627	1,323,015	1,323,015	(6)
<b>Total Expenditures</b>	<b>6,436,023</b>	<b>6,546,550</b>	<b>6,641,023</b>	<b>6,717,781</b>	<b>6,817,469</b>	
<b>Ending Fund Balance</b>	<b>\$573,490</b>	<b>\$82,940</b>	<b>\$36,917</b>	<b>\$40,536</b>	<b>\$40,536</b>	
<b><u>PERS RATES:</u></b>						
	2012-13	2013-14	2014-15	2015-16	2016-17	
<b><u>Misc Retirement Plan</u></b>						
Employee Rate (EE Pays 8%)	8.000%	8.000%	8.000%	8.000%	8.000%	(7)
Employer Rate	17.919%	21.676%	22.000%	22.000%	22.000%	(8)
<b><u>Safety Retirement Plan</u></b>						
Employee Rate (EE Pays 9%)	9.000%	9.000%	9.000%	9.000%	9.000%	(7)
Employer Rate	25.619%	25.887%	27.000%	27.000%	27.000%	(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 7/1/2012. 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 6/30/2011 CalPERS Annual Valuation Report.
- (9) Beginning fund balance for 2012-13 excluded the pension override transfer of \$7,842,427 (Catch-up portion for fiscal years 2007-08 through 2009-10), pending to be approved by DQF.

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

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>Notes</u>
<b>Beginning Fund Balance</b>	\$1,109,569	\$1,453,230	\$1,662,763	\$1,909,263	\$2,169,663	
<b>Revenues:</b>						
State Gas Tax	1,757,898	1,761,500	1,814,000	1,868,000	1,924,000	(1)
Bikeway (SB821)	31,333	31,333	32,000	33,000	34,000	(1)
Interest Income	1,200	1,200	1,500	2,000	2,500	
<b>Total Revenues</b>	<u>1,790,431</u>	<u>1,794,033</u>	<u>1,847,500</u>	<u>1,903,000</u>	<u>1,960,500</u>	
<b>Expenditures:</b>						
Salaries & Benefits	813,344	834,000	855,000	876,000	898,000	(2)
Maintenance & Operation	44,907	46,300	47,700	49,100	50,600	(3)
Street Cleaning (Gas Tax portion)	259,000	266,800	275,000	283,000	291,000	(4)
Utilities	12,000	12,400	12,800	13,200	13,600	(5)
Vehicle Operating	266,700	350,000	360,500	371,300	382,400	(6)
Small Capital		50,000	50,000	50,000	50,000	(7)
Capital Projects		25,000				(7)
Capital Projects - Carryover	50,819					
<b>Total Expenditures</b>	<u>1,446,770</u>	<u>1,584,500</u>	<u>1,601,000</u>	<u>1,642,600</u>	<u>1,685,600</u>	
<b>Ending Fund Balance</b>	<u>\$1,453,230</u>	<u>\$1,662,763</u>	<u>\$1,909,263</u>	<u>\$2,169,663</u>	<u>\$2,444,563</u>	
<b>Future Capital Projects:</b>			\$25,000	\$25,000	\$25,000	(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.
- (3) 3% 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**

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>Notes</u>
<b>Beginning Fund Balance</b>	(\$83,832)	(\$12,397)	\$37,603	\$310,103	\$372,103	(2)
<b>Revenues:</b>						
<b>Park Facilities Fees</b>	100,000	50,000	600,000	62,000	62,000	(1)
<b>Total Revenues</b>	<u>100,000</u>	<u>50,000</u>	<u>600,000</u>	<u>62,000</u>	<u>62,000</u>	
<b>Expenditures:</b>						
<b>Repay General Fund Loan</b>			327,500			
<b>Capital Projects</b>						
<b>Capital Projects - Carryover</b>	28,565					
<b>Total Expenditures</b>	<u>28,565</u>	<u>0</u>	<u>327,500</u>	<u>0</u>	<u>0</u>	
<b>Ending Fund Balance</b>	<u>(\$12,397)</u>	<u>\$37,603</u>	<u>\$310,103</u>	<u>\$372,103</u>	<u>\$434,103</u>	
<b>Future Capital Projects:</b>	.....	\$233,100	\$439,600	\$890,000	\$450,000	(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. In 2012-13, the amount reflects the MP Towne Centre fees.
- (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**

	2012-13	2013-14	2014-15	2015-16	2016-17	Notes
<b>Beginning Fund Balance</b>	\$1,876,272	\$1,485,645	\$1,163,045	\$1,444,445	\$1,121,345	
<b>Revenues:</b>						
Proposition A	965,000	965,000	984,000	1,004,000	1,024,000	(1)
Proposition A Incentive	95,000	95,000	104,000	104,000	104,000	(2)
Fares	117,300	117,300	117,300	117,300	117,300	
Interest Income	4,400	4,500	3,500	2,000	2,000	
Sale of Surplus Property						
<b>Total Revenues</b>	<b>1,181,700</b>	<b>1,181,800</b>	<b>1,208,800</b>	<b>1,227,300</b>	<b>1,247,300</b>	
<b>Expenditures:</b>						
Salaries & Benefits	455,213	467,000	479,000	491,000	503,000	(3)
Maintenance & Operation	18,500	19,100	19,700	20,300	20,900	(4)
Bus Shelter Maintenance	30,000	31,000	32,000	33,000	34,000	(5)
Utilities	11,900	12,300	12,700	13,100	13,500	(6)
Allocated Costs / Insurance	183,000	188,000	194,000	200,000	206,000	(7)
MTA Bus Pass Subsidy	79,300	79,000	79,000	79,000	79,000	
Motor Pools Charges	105,000	108,000	111,000	114,000	117,000	(8)
Transit Bus Contract (Prop A portion)	140,300					(9)
Bus Replacement		600,000		600,000		
Capital Projects						
Capital Projects - Carryover	549,114					(10)
<b>Total Expenditures</b>	<b>1,572,327</b>	<b>1,504,400</b>	<b>927,400</b>	<b>1,550,400</b>	<b>973,400</b>	
<b>Ending Fund Balance</b>	<b>\$1,485,645</b>	<b>\$1,163,045</b>	<b>\$1,444,445</b>	<b>\$1,121,345</b>	<b>\$1,395,245</b>	

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) 3% 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 2013-14, contract will be paid by Prop C and Measure R funds.
- (10) Bus replacement was purchased four in 2012-13 through a combined funding of the MTA CNG Bus. Replacement grant of \$780,000 and the City Proposition A funds of \$500,000.

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

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>Notes</u>
<b>Beginning Fund Balance</b>	\$1,055,835	\$804,091	\$705,191	\$584,391	\$361,391	
<b>Revenues:</b>						
Measure R	588,000	588,000	606,000	624,000	643,000	(1)
Interest Income	2,300	2,100	2,200	2,000	1,800	
<b>Total Revenues</b>	<u>590,300</u>	<u>590,100</u>	<u>608,200</u>	<u>626,000</u>	<u>644,800</u>	
<b>Expenditures:</b>						
Salaries & Benefits	75,369	75,000	75,000	75,000	75,000	(2)
Road Repair Supplies	133,000	150,000	170,000	190,000	190,000	
Slurry Seal of Various Streets	323,500	100,000	100,000	100,000	100,000	(3)
Transit Bus Contract		284,000	384,000	484,000	484,000	(4)
Sidewalk Reconstruction	100,000	80,000				
Capital Projects - Carryover	60,175					
Capital Projects	150,000					
<b>Total Expenditures</b>	<u>842,044</u>	<u>689,000</u>	<u>729,000</u>	<u>849,000</u>	<u>849,000</u>	
<b>Ending Fund Balance</b>	<u>\$804,091</u>	<u>\$705,191</u>	<u>\$584,391</u>	<u>\$361,391</u>	<u>\$157,191</u>	
<b>Future Capital Projects:</b>		\$270,000	\$275,000	\$175,000	\$175,000	(5)

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

- (1) 3% increase in Measure R funding.
- (2) 0% 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**

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>Notes</u>
<b>Beginning Fund Balance</b>	\$884,455	\$583,627	\$628,827	\$687,127	\$758,527	
<b>Revenues:</b>						
Proposition C	790,000	790,000	806,000	822,000	838,000	(1)
Interest Income	2,100	2,200	2,300	2,400	2,500	
<b>Total Revenues</b>	<u>792,100</u>	<u>792,200</u>	<u>808,300</u>	<u>824,400</u>	<u>840,500</u>	
<b>Expenditures:</b>						
Maintenance & Operation	64,700	67,000	69,000	71,000	73,000	(2)
Transit Bus Contract (Prop C portion)	741,700	650,000	650,000	650,000	650,000	(3)
Metrolink Station JPA	29,000	30,000	31,000	32,000	33,000	(4)
Capital Projects - Carryover	116,528					
Capital Projects	141,000					
<b>Total Expenditures</b>	<u>1,092,928</u>	<u>747,000</u>	<u>750,000</u>	<u>753,000</u>	<u>756,000</u>	
<b>Ending Fund Balance</b>	<u>\$583,627</u>	<u>\$628,827</u>	<u>\$687,127</u>	<u>\$758,527</u>	<u>\$843,027</u>	
<b>Future Capital Projects:</b>		\$50,000	\$25,000		\$75,000	(4)

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

- (1) 2% increase in Proposition C sales tax allocations.
- (2) 3% increase in maintenance, supplies and other operating costs.
- (3) 3% increase for Spirit Buses services. Starting 2013-14, 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**

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>Notes</u>
Beginning Fund Balance	966,516	463,365	51,845	(87,359)	(88,310)	
Revenues:						
Asset Forfeiture Revenue	142,500	205,000	400,000	400,000	400,000	(1)
Interest Income	2,500	2,500	1,500	1,200		
<b>Total Revenues</b>	<b>145,000</b>	<b>207,500</b>	<b>401,500</b>	<b>401,200</b>	<b>400,000</b>	
Expenditures:						
Salaries & Benefits	26,956	27,000	27,000	27,000	27,000	(2)
Maintenance & Operation	217,940	224,000	231,000	238,000	245,000	(3)
Police Vehicle Replacement	120,000	120,000	140,000	100,000	100,000	
Debt Service	53,105	48,019	42,705	37,150	37,150	(4)
Small Capitals	49,300					
Capital Projects	30,000	200,000	100,000			(5)
Capital Projects - Carryover	150,850					
<b>Total Expenditures</b>	<b>648,151</b>	<b>619,019</b>	<b>540,705</b>	<b>402,150</b>	<b>409,150</b>	
<b>Ending Fund Balance</b>	<b>\$463,365</b>	<b>\$51,845</b>	<b>(\$87,359)</b>	<b>(\$88,310)</b>	<b>(\$97,460)</b>	
<b>Future Capital Projects:</b>				<b>\$200,000</b>	<b>\$100,000</b>	(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) 0% increase in salaries & benefits.
- (3) 3% 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**

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>Notes</u>
<b>Beginning Fund Balance</b>	\$298,986	\$200,146	\$98,206	\$68,606	\$40,006	
<b>Revenues:</b>						
Business Improvement Fees	59,700	59,700	60,000	61,000	62,000	(1)
Interest Income	360	360	400	400	400	
<b>Total Revenues</b>	<u>60,060</u>	<u>60,060</u>	<u>60,400</u>	<u>61,400</u>	<u>62,400</u>	
<b>Expenditures:</b>						
Professional Services	158,900	162,000	90,000	90,000	90,000	(2)
<b>Total Expenditures</b>	<u>158,900</u>	<u>162,000</u>	<u>90,000</u>	<u>90,000</u>	<u>90,000</u>	
<b>Ending Fund Balance</b>	<u>\$200,146</u>	<u>\$98,206</u>	<u>\$68,606</u>	<u>\$40,006</u>	<u>\$12,406</u>	

**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**

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>Notes</u>
<b>Beginning Fund Balance</b>	\$191,996	\$177,146	\$96,346	\$137,426	\$180,476	
<b>Revenues:</b>						
Air Quality Allocation	74,000	74,000	76,000	78,000	80,000	
Interest Income	300	300	280	350	350	
<b>Total Revenues</b>	<u>74,300</u>	<u>74,300</u>	<u>76,280</u>	<u>78,350</u>	<u>80,350</u>	
<b>Expenditures:</b>						
Ridesharing Programs	30,000	31,500	31,500	31,500	31,500	
Maintenance & Operation	3,500	3,600	3,700	3,800	3,900	(1)
Motor Vehicles-Passenger		120,000			120,000	
Capital Projects - Carryover	55,650					
<b>Total Expenditures</b>	<u>89,150</u>	<u>155,100</u>	<u>35,200</u>	<u>35,300</u>	<u>155,400</u>	
<b>Ending Fund Balance</b>	<u>\$177,146</u>	<u>\$96,346</u>	<u>\$137,426</u>	<u>\$180,476</u>	<u>\$105,426</u>	
<b>Future Capital Projects:</b>		\$12,000				(2)

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

- (1) 3% 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**

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>Notes</u>
Beginning Fund Balance	\$188,170	\$96,493	\$74,593	\$63,793	\$29,593	
Revenues:						
Special Assessment	981,500	981,500	982,000	983,000	984,000	(1)
<b>Total Revenues</b>	<u>981,500</u>	<u>981,500</u>	<u>982,000</u>	<u>983,000</u>	<u>984,000</u>	
Expenditures:						
Salaries & Benefits	295,669	245,000	210,000	210,000	180,000	(2)
Maintenance & Operation	13,020	13,400	13,800	14,200	14,600	(3)
Contracted Services	93,500	96,000	99,000	102,000	105,000	(4)
Vehicle Operating	56,700	60,000	63,000	66,000	69,000	(5)
Utilities	571,650	589,000	607,000	625,000	644,000	(6)
Capital Projects	35,000					(7)
Capital Projects - Carryover	7,638					
<b>Total Expenditures</b>	<u>1,073,177</u>	<u>1,003,400</u>	<u>992,800</u>	<u>1,017,200</u>	<u>1,012,600</u>	
<b>Ending Fund Balance</b>	<u>\$96,493</u>	<u>\$74,593</u>	<u>\$63,793</u>	<u>\$29,593</u>	<u>\$993</u>	
Future Capital Projects:		\$26,000	\$27,000	\$28,000	\$29,000	(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) 0% increase in salaries & benefits. Reductions reflect non-sufficient assessment revenues.
- (3) 3% increase in maintenance, supplies and other operating costs.
- (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**

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>Notes</u>
<b>Beginning Fund Balance</b>	\$217,043	\$129,457	\$78,146	\$28,550	(\$796)	
<b>Revenues:</b>						
Library Parcel Tax	502,000	502,000	504,200	504,400	504,600	(1)
Interest Income	350	300	400	450		
<b>Total Revenues</b>	<u>502,350</u>	<u>502,300</u>	<u>504,600</u>	<u>504,850</u>	<u>504,600</u>	
<b>Expenditures:</b>						
Salaries & Benefits	80,415	80,415	81,000	81,000	81,000	(2)
Maintenance & Operation	90,824	90,000	90,000	70,000	40,000	(3)
Debt Service	383,197	383,196	383,196	383,196	383,196	(4)
Capital Purchases	6,200					(5)
Capital Projects - Carryover	29,300					
<b>Total Expenditures</b>	<u>589,936</u>	<u>553,611</u>	<u>554,196</u>	<u>534,196</u>	<u>504,196</u>	
<b>Ending Fund Balance</b>	<u>\$129,457</u>	<u>\$78,146</u>	<u>\$28,550</u>	<u>(\$796)</u>	<u>(\$392)</u>	
<b>Future Capital Projects:</b>						(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.
- (2) 0% increase in salaries & benefits.
- (3) 3% increase in maintenance, supplies and other operating costs.
- (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**

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>Notes</u>
<b>Beginning Fund Balance</b>	\$0	\$0	\$0	\$0	\$0	
<b>Revenues:</b>						
<b>Safety Augmentation</b>	550,000	580,000	592,000	604,000	616,000	(1)
<b>Total Revenues</b>	<u>550,000</u>	<u>580,000</u>	<u>592,000</u>	<u>604,000</u>	<u>616,000</u>	
<b>Expenditures:</b>						
<b>Salaries &amp; Benefits</b>	550,000	580,000	592,000	604,000	616,000	(2)
<b>Ending Fund Balance</b>	<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.
- (2) Personnel costs for Police and Fire Departments.

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

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>Notes</u>
<b>Beginning Fund Balance</b>	(\$69,288)	(\$192,261)	(\$206,661)	(\$57,561)	\$90,039	
<b>Revenues:</b>						
Public Safety Impact Fees	380,000	110,000	200,000	200,000	200,000	(1)
Sales of Property						
Interest Income						
<b>Total Revenues</b>	<u>380,000</u>	<u>110,000</u>	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>	
<b>Expenditures:</b>						
Salaries & Benefits	134,100	75,000	0	0	0	(2)
Maintenance & Operation	44,920	46,300	47,700	49,100	50,600	(3)
Contracted Services	3,000	3,100	3,200	3,300	3,400	(4)
Training	15,000					
Capital Purchases	107,900					(5)
Capital Projects - Carryover	198,053					
<b>Total Expenditures</b>	<u>502,973</u>	<u>124,400</u>	<u>50,900</u>	<u>52,400</u>	<u>54,000</u>	
<b>Ending Fund Balance</b>	<u>(\$192,261)</u>	<u>(\$206,661)</u>	<u>(\$57,561)</u>	<u>\$90,039</u>	<u>\$236,039</u>	
<b>Future Capital Projects:</b>		\$570,000	\$500,000	\$300,000		(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. FY 2012-13 reflects the fee received from the MP Towne Centre project.**
- (2) **0% increase in salaries & benefits.**
- (3) **3% 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**

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>Notes</u>
<b>Beginning Fund Balance</b>	\$798,871	\$804,971	\$681,071	\$564,871	\$398,471	
<b>Revenues:</b>						
Environmental Liability Fees	124,000	124,000	131,800	131,800	131,800	(1)
Interest Income	2,100	2,100	2,000	1,800	1,300	
<b>Total Revenues</b>	<u>126,100</u>	<u>126,100</u>	<u>133,800</u>	<u>133,600</u>	<u>133,100</u>	
<b>Expenditures:</b>						
Contribution to General Liability Fund	120,000	250,000	250,000	300,000	300,000	(2)
<b>Total Expenditures</b>	<u>120,000</u>	<u>250,000</u>	<u>250,000</u>	<u>300,000</u>	<u>300,000</u>	
<b>Ending Fund Balance</b>	<u><u>\$804,971</u></u>	<u><u>\$681,071</u></u>	<u><u>\$564,871</u></u>	<u><u>\$398,471</u></u>	<u><u>\$231,571</u></u>	(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.
- (3) Fund balance is reserved for potential environmental liability claims against the city.

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

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>Notes</u>
<b>Beginning Fund Balance</b>	<b>\$8,191,733</b>	<b>\$2,656,083</b>	<b>\$2,656,083</b>	<b>\$2,656,083</b>	<b>\$2,656,083</b>	
<b>Revenues:</b>						
<b>SERAF Repayment</b>						(1)
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Expenditures:</b>						
<b>Payment to the State</b>	<b>5,535,650</b>					(2)
<b>Total Expenditures</b>	<b>5,535,650</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Ending Fund Balance</b>	<b><u>\$2,656,083</u></b>	<b><u>\$2,656,083</u></b>	<b><u>\$2,656,083</u></b>	<b><u>\$2,656,083</u></b>	<b><u>\$2,656,083</u></b>	(3)

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

- (1) SERAF loan repayment made by the Successor Agency per ROPS II.
- (2) Final cash payment required after the Housing Due Diligence Review process.
- (3) Fund balances reserved for the City housing programs.

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

	2012-13	2013-14	2014-15	2015-16	2016-17	Notes
Beginning Unrestricted	\$10,725,531	\$11,564,824	\$5,194,905	\$8,924,646	\$4,717,787	
<b>Revenues:</b>						
Sales of Surplus Property						
Water Sales	7,485,000	7,485,000	7,784,000	8,095,000	8,419,000	(1)
Connection Fees	150,000	150,000	155,000	160,000	165,000	
Meter Installation	150,000	150,000	155,000	160,000	165,000	
Financing			6,000,000			(2)
Other Revenue	50	50	100	100	100	
Water Rights	2,820,000					
<b>Total Revenues</b>	<b>10,605,050</b>	<b>7,785,050</b>	<b>14,094,100</b>	<b>8,415,100</b>	<b>8,749,100</b>	
<b>Expenditures:</b>						
Water Administration	4,605,244	4,743,000	4,885,000	5,032,000	5,183,000	(3)
Water Commercial	547,574	563,000	579,000	595,000	612,000	(4)
Water Production	1,622,457	1,671,100	1,721,200	1,772,800	1,826,000	(5)
Water Distribution	1,045,757	1,077,000	1,109,000	1,142,000	1,176,000	(6)
Debt Service - Principal Payment	197,505	300,869	330,159	330,159	330,159	(7)
Additional Debt Service			500,000	500,000	500,000	(7)
Capital Projects - Water Main	350,000	500,000	500,000	500,000	500,000	(8)
Capital Projects - Financing		4,000,000		2,000,000		
Capital Projects - Other	397,000	570,000				
OPEB Set Aside	300,000	300,000	300,000	300,000	300,000	
Capital Projects - Carryover	176,163					
Transfer to GF	420,000	430,000	440,000	450,000	460,000	
Interest Expense	104,057					(7)
<b>Total Expenditures</b>	<b>9,765,757</b>	<b>14,154,969</b>	<b>10,364,359</b>	<b>12,621,959</b>	<b>10,887,159</b>	
<b>Ending Unrestricted</b>	<b>\$11,564,824</b>	<b>\$5,194,905</b>	<b>\$8,924,646</b>	<b>\$4,717,787</b>	<b>\$2,579,728</b>	
<b>Future Capital Projects:</b>	<b>\$68,100</b>	<b>\$8,865,000</b>	<b>\$11,250,000</b>	<b>\$11,670,000</b>	<b>\$11,270,000</b>	(8)

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

- (1) 3% increase per consumer price index, plus 1% for capital improvements.
- (2) Water financing for reservoir replacements.
- (3) 3% increase in Water Administration operation costs. 2012-13 includes RDA cost shifts due to the elimination of RDA.
- (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) 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**

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>Notes</u>
<b>Beginning Unrestricted Net Assets</b>	\$5,829,933	\$5,679,664	\$6,964,564	\$6,836,364	\$6,740,064	(1)
<b>Revenues:</b>						
Treatment Surcharge	2,750,000	2,750,000	2,919,000	3,036,000	3,157,000	(2)
Potential Responsible Parties Reimb.	2,000,000	1,500,000				
Other Revenue - Insurance Reimb.	30,000	30,000	30,000	30,000	30,000	
<b>Total Revenues</b>	<u>4,780,000</u>	<u>4,280,000</u>	<u>2,949,000</u>	<u>3,066,000</u>	<u>3,187,000</u>	
<b>Expenditures:</b>						
Well #5 VOC	448,138	462,000	476,000	490,000	505,000	(3)
Well #12 VOC	814,594	839,000	864,000	890,000	917,000	(4)
Delta Perchlorate	267,027	272,000	277,000	283,000	289,000	(5)
Wells #1,3,10 VOC	461,555	475,000	489,000	504,000	519,000	(6)
Well #12 Dual Barrier	283,971	292,000	301,000	310,000	319,000	(7)
Well #15	159,449	164,000	169,000	174,000	179,000	(8)
Well #5 Perchlorate	78,972	120,000	130,000	140,000	140,000	
Post Employment	1,000	1,100	1,200	1,300	1,400	
Debt Service	370,000	370,000	370,000	370,000	370,000	(9)
Water Assessment Charges	95,563					
Water Capital - Perchlorate Contingency	182,130					
Capital Projects	1,767,870					
<b>Total Expenditures</b>	<u>4,930,269</u>	<u>2,995,100</u>	<u>3,077,200</u>	<u>3,162,300</u>	<u>3,239,400</u>	
<b>Ending Unrestricted Net Assets</b>	<u>\$5,679,664</u>	<u>\$6,964,564</u>	<u>\$6,836,364</u>	<u>\$6,740,064</u>	<u>\$6,687,664</u>	

Future Capital Projects:

**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% increase for each subsequent year, starting 1/2008.
- (3) 3% increase in Well #5 VOC operation costs.
- (4) 3% increase in Well #12 VOC operation costs.
- (5) 2% increase in Delta Perchlorate operation costs.
- (6) 3% increase in Wells #1, 3, 10 VOC operation costs.
- (7) 3% increase in Well #12 Dual Barrier operation costs.
- (8) 3% increase in Well #15 operation costs.
- (9) Debt service payment based on 5%, 20 years.

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

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>Notes</u>
<b>Beginning Unrestricted Net Assets</b>	\$649,565	\$567,922	\$595,722	\$481,922	\$572,422	
<b>Revenues:</b>						
Sewer Fees	273,000	273,000	281,000	289,000	298,000	(1)
Sewer Reconstruction Fee			1,000	1,000	1,000	(2)
<b>Total Revenues</b>	<u>273,000</u>	<u>273,000</u>	<u>282,000</u>	<u>290,000</u>	<u>299,000</u>	
<b>Expenditures:</b>						
Salaries & Benefits	100,243	100,000	100,000	100,000	100,000	(3)
Maintenance & Operation	20,600	21,200	21,800	22,500	23,200	(4)
Contracted Services	65,000	67,000	69,000	71,000	73,000	(5)
Small Capital	4,800	5,000	5,000	6,000	6,000	(7)
Capital Projects	125,000	52,000	200,000			(7)
Depreciation						
Capital Projects - Carryover	39,000					
<b>Total Expenditures</b>	<u>354,643</u>	<u>245,200</u>	<u>395,800</u>	<u>199,500</u>	<u>202,200</u>	
<b>Ending Unrestricted Net Assets</b>	<u>\$567,922</u>	<u>\$595,722</u>	<u>\$481,922</u>	<u>\$572,422</u>	<u>\$669,222</u>	(6)
<b>Future Capital Projects:</b>			\$410,000	\$168,000	\$220,000	(7)

**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).
- (2) Sewer reconstruction fee.
- (3) 0% increase in salaries & benefits.
- (4) 3% increase in maintenance, supplies and other operating costs.
- (5) 3% increase in contracted services.
- (6) Fund balance earmarked for sewer operations and capital improvements per the City's Sewer Master Plan.
- (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  
Refuse Fund**

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>Notes</u>
<b>Beginning Unrestricted Net Assets</b>	\$2,664,362	\$2,114,183	\$1,600,383	\$1,126,783	\$712,383	
<b>Revenues:</b>						
Refuse Fees	5,750,000	5,750,000	5,923,000	6,101,000	6,284,000	(1)
Waste Management Fees	311,000	311,000	320,000	330,000	340,000	
<b>Total Revenues</b>	<u>6,061,000</u>	<u>6,061,000</u>	<u>6,243,000</u>	<u>6,431,000</u>	<u>6,624,000</u>	
<b>Expenditures:</b>						
Salaries & Benefits	773,395	773,000	773,000	773,000	773,000	(2)
Maintenance & Operation	167,075	172,000	177,000	182,000	187,000	(3)
Waste Reduction-AB 939	2,000	2,000	2,000	2,000	2,000	(4)
Refuse Pick-Up Contract	4,890,080	4,988,000	5,088,000	5,190,000	5,294,000	(4)
Other Contracted Services	143,417	146,000	149,000	152,000	155,000	(5)
Utilities	13,800	14,200	14,600	15,000	15,500	(6)
Allocated Costs	255,000	160,000	180,000	200,000	200,000	(7)
Vehicle Operating	7,262	7,600	8,000	8,400	8,800	(8)
NPDES	104,000	107,000	110,000	113,000	116,000	(9)
Capital Projects	5,000		10,000			(10)
Small Capital	3,390	5,000	5,000	10,000	10,000	
Capital Projects - Carryover	46,760					
OPEB Set Aside	200,000	200,000	200,000	200,000	200,000	
<b>Total Expenditures</b>	<u>6,611,179</u>	<u>6,574,800</u>	<u>6,716,600</u>	<u>6,845,400</u>	<u>6,961,300</u>	
<b>Ending Unrestricted Net Assets</b>	<u>\$2,114,183</u>	<u>\$1,600,383</u>	<u>\$1,126,783</u>	<u>\$712,383</u>	<u>\$375,083</u>	
<b>Future Capital Projects:</b>	.....					(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).**
- (2) **0% increase in salaries & benefits.**
- (3) **3% 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) **2% 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  
Five Year Financial Projection  
Auto Shop Fund**

	2012-13	2013-14	2014-15	2015-16	2016-17	Notes
<b>Beginning Unrestricted Net Assets</b>	\$1,606,749	\$1,089,383	\$684,891	\$306,583	(\$43,396)	
<b>Revenues:</b>						
<b>Interfund Charges</b>	1,704,478	1,704,478	1,790,000	1,880,000	1,974,000	
<b>Total Revenues</b>	1,704,478	1,704,478	1,790,000	1,880,000	1,974,000	
<b>Expenditures:</b>						
<b>Salaries &amp; Benefits</b>	374,636	375,000	375,000	375,000	375,000	(1)
<b>Maintenance &amp; Operation</b>	295,275	304,000	313,000	322,000	332,000	(2)
<b>Contracted Services</b>	66,000	68,000	70,000	72,000	74,000	(3)
<b>Utilities</b>	22,540	23,200	23,900	24,600	25,300	(4)
<b>Insurance</b>	205,000	209,000	213,000	217,000	221,000	(5)
<b>Fuel</b>	555,000	572,000	589,000	607,000	625,000	(6)
<b>Vehicle/Equipment Replacement</b>	507,400	532,770	559,409	587,379	613,306	(7)
<b>Small Capitals</b>		25,000	25,000	25,000	25,000	
<b>Capital Projects</b>						(8)
<b>Capital Projects - Carryover</b>	195,993					
<b>Total Expenditures</b>	2,221,844	2,108,970	2,168,309	2,229,979	2,290,606	
<b>Ending Unrestricted Net Assets</b>	<u>\$1,089,383</u>	<u>\$684,891</u>	<u>\$306,583</u>	<u>(\$43,396)</u>	<u>(\$360,002)</u>	
<b>Future Capital Projects</b>		\$1,800,000		\$225,000	\$632,500	(8)
<b>Capital Assets, net of Accumulated Depreciation</b>	1,322,300	1,362,000	1,402,900	1,445,000	1,488,400	(9)

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

- (1) 0% increase in salaries & benefits. 2012-13 reflects added personnel costs due to the elimination of the Redevelopment Agency.
- (2) 3% increase in maintenance, supplies and other operating costs.  
3% increase in contracted services.
- (3) 3% increase in utilities.
- (4) 2% increase in insurance costs.
- (5) 3% increase in fuel.
- (6) 5% increase in vehicle/equipment replacement.
- (7) Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.
- (8)
- (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**

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>Notes</u>
<b>Beginning Unrestricted Net Assets</b>	\$3,036,958	\$3,405,655	\$3,733,352	\$4,100,352	\$4,509,352	
<b>Revenues:</b>						
<b>Interfund Charges</b>	1,248,697	1,262,697	1,326,000	1,392,000	1,462,000	(1)
<b>Total Revenues</b>	<u>1,248,697</u>	<u>1,262,697</u>	<u>1,326,000</u>	<u>1,392,000</u>	<u>1,462,000</u>	
<b>Expenditures:</b>						
<b>Separation/Retirement</b>	408,000	443,000	447,000	450,000	453,000	(2)
<b>Fire Holiday Payout</b>	180,000	185,000	190,000	195,000	200,000	(3)
<b>Leave Cashout</b>	292,000	307,000	322,000	338,000	355,000	(3)
<b>Total Expenditures</b>	<u>880,000</u>	<u>935,000</u>	<u>959,000</u>	<u>983,000</u>	<u>1,008,000</u>	
<b>Ending Unrestricted Net Assets</b>	<u>\$3,405,655</u>	<u>\$3,733,352</u>	<u>\$4,100,352</u>	<u>\$4,509,352</u>	<u>\$4,963,352</u>	
<b>Outstanding Accrued Leave Liabilities Per 6/30/2012 CAFR</b>	\$4,804,000	\$4,924,000	\$5,047,000	\$5,173,000	\$5,302,000	(4)

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

- (1) Because of the elimination of the City's Redevelopment Agency, allocation reductions for 2012-13 are \$36,910 Motor Pool, \$15,200 Worker's Comp, \$53,289 Separation Benefit, \$24,712 Technology.
- (2) The payout of employee accumulated vacation, holiday and sick leave at separation. Estimated increase is 2.5% per year.
- (3) Vacation, holiday, and leave cashout are eliminated per the terms of MOUs.
- (4) 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**

	2012-13	2013-14	2014-15	2015-16	2016-17	Notes
<b>Beginning Unrestricted Net Assets</b>	\$330,868	\$235,788	\$162,788	\$48,788	(\$109,212)	
<b>Revenues:</b>						
Interfund Charges	790,000	825,000	825,000	825,000	825,000	(1)
Refunds & Rebates						
<b>Total Revenues</b>	<u>790,000</u>	<u>825,000</u>	<u>825,000</u>	<u>825,000</u>	<u>825,000</u>	
<b>Expenditures:</b>						
Salaries & Benefits	49,280	23,000	23,000	23,000	23,000	(2)
Claims Administration	28,800	30,000	31,000	32,000	33,000	(3)
Insurance Premium	500,000	525,000	551,000	579,000	608,000	(3)
Legal Fees	80,000	82,000	84,000	87,000	90,000	(4)
Claims Expenses	200,000	210,000	221,000	232,000	244,000	(4)
Capital Projects - Carryover	27,000	28,000	29,000	30,000	31,000	
<b>Total Expenditures</b>	<u>885,080</u>	<u>898,000</u>	<u>939,000</u>	<u>983,000</u>	<u>1,029,000</u>	
<b>Ending Unrestricted Net Assets</b>	<u>\$235,788</u>	<u>\$162,788</u>	<u>\$48,788</u>	<u>(\$109,212)</u>	<u>(\$313,212)</u>	(5)
<b>Future Capital Projects</b>			\$80,000	\$40,000		(7)
<b>Outstanding Liabilities :</b>						
(Per CAFR)						
Non-Current Claims	\$857,000	\$883,000	\$909,000	\$936,000	\$964,000	(6)
Estimated Potential Major Claims	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	
<b>Total Claims Liabilities</b>	<u>\$ 2,357,000</u>	<u>\$ 2,383,000</u>	<u>\$ 2,409,000</u>	<u>\$ 2,436,000</u>	<u>\$ 2,464,000</u>	

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

- (1) Interfund charges.
- (2) 0% increase in salaries & benefits.
- (3) 5% increase in claim administration services and insurance premium.
- (4) 5% increase in legal fees and claims expenses.
- (5) Reserve for outstanding liabilities.
- (6) 3% increase in claims liabilities (including incurred but not reported claims). Amounts reflected in CAFR.
- (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  
Workers' Compensation Fund**

	2012-13	2013-14	2014-15	2015-16	2016-17	Notes
<b>Beginning Unrestricted Net Assets</b>	(\$2,329,677)	(\$2,333,369)	(\$2,257,019)	(\$2,164,232)	(\$1,980,910)	
<b>Revenues:</b>						
<b>Interfund Charges</b>	1,262,697	1,397,000	1,467,000	1,614,000	1,775,000	(1)
<b>Refunds &amp; Rebates</b>						
<b>From General Liability Fund - Transfer</b>						
<b>Total Revenues</b>	1,262,697	1,397,000	1,467,000	1,614,000	1,775,000	
<b>Expenditures:</b>						
<b>Salaries &amp; Benefits</b>	21,389	24,000	24,000	24,000	24,000	(2)
<b>Claims Administration</b>	80,000	82,400	84,900	87,400	90,000	(3)
<b>Legal Fees</b>	140,000	144,000	148,000	152,000	157,000	(4)
<b>Insurance Premium</b>	300,000	309,000	318,000	328,000	338,000	(5)
<b>Claims Expenses</b>	725,000	761,250	799,313	839,278	881,242	(6)
<b>Total Expenditures</b>	1,266,389	1,320,650	1,374,213	1,430,678	1,490,242	
<b>Ending Unrestricted Net Assets</b>	<u>(\$2,333,369)</u>	<u>(\$2,257,019)</u>	<u>(\$2,164,232)</u>	<u>(\$1,980,910)</u>	<u>(\$1,696,152)</u>	(7)
<b>Outstanding Liabilities:</b>						
<b>(Per CAFR)</b>						
<b>Non-Current Claims</b>	\$3,212,000	\$3,308,000	\$3,407,000	\$3,509,000	\$3,614,000	(8)
<b>Estimated Potential Major Claims</b>	500,000	500,000	500,000	500,000	500,000	
<b>Total Claims Liabilities</b>	<u>\$ 3,712,000</u>	<u>\$ 3,808,000</u>	<u>\$ 3,907,000</u>	<u>\$ 4,009,000</u>	<u>\$ 4,114,000</u>	

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

- (1) Because of the elimination of the City's Redevelopment Agency, allocation reductions are made in 2012.13. 10% increase is scheduled beginning 2013-14.
- (2) 0% 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**

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>Notes</u>
<b>Beginning Unrestricted Net Assets</b>	\$951,984	\$818,593	\$817,235	\$417,235	\$419,235	
<b>Revenues:</b>						
<b>Interfund Charges</b>	131,538	138,642	200,000	250,000	300,000	(1)
<b>Total Revenues</b>	<u>131,538</u>	<u>138,642</u>	<u>200,000</u>	<u>250,000</u>	<u>300,000</u>	
<b>Expenditures:</b>						
<b>Capital Projects</b>	150,000	90,000	550,000	148,000	100,000	(3)
<b>Small Capitals</b>	15,000	50,000	50,000	100,000	100,000	
<b>Capital Projects - Carryover   Depreciation</b>	99,929					
<b>Total Expenditures</b>	<u>264,929</u>	<u>140,000</u>	<u>600,000</u>	<u>248,000</u>	<u>200,000</u>	
<b>Ending Unrestricted Net Assets</b>	<u>\$818,593</u>	<u>\$817,235</u>	<u>\$417,235</u>	<u>\$419,235</u>	<u>\$519,235</u>	(2)
<b>Future Capital Projects</b>	.....					(3)
<b>Capital Assets, net of   Accumulated Depreciation</b>	189,728	208,701	229,571	252,528	277,781	

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

- (1) Because of the elimination of the City's Redevelopment Agency, allocation reductions are made in 2012-13. 5% increase is scheduled beginning 2013-14.
- (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**

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>Notes</u>
<b>Beginning Unrestricted Net Assets</b>	\$500,000	\$1,000,000	\$1,500,000	\$2,150,000	\$2,875,000	
<b>Revenues:</b>						
<b>OPEB Set-Aside</b>	500,000	500,000	650,000	725,000	800,000	(1)
<b>Total Revenues</b>	<u>500,000</u>	<u>500,000</u>	<u>650,000</u>	<u>725,000</u>	<u>800,000</u>	
<b>Expenditures:</b>						
<b>Total Expenditures</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
<b>Ending Unrestricted Net Assets</b>	<u><u>\$1,000,000</u></u>	<u><u>\$1,500,000</u></u>	<u><u>\$2,150,000</u></u>	<u><u>\$2,875,000</u></u>	<u><u>\$3,675,000</u></u>	

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

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

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**CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
2012-13 To 2017-18**

PROJECT DESCRIPTION	FUNDING SOURCE	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	PROJECT TOTAL
<b>GENERAL ADMINISTRATION</b>								
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	Technology	40,000	40,000					80,000
Server Upgrade	Technology	50,000	50,000	50,000	50,000	50,000	50,000	300,000
Upgrade Workstations to Microsoft Office	Technology			200,000				200,000
Wireless Access Points for City Hall	Technology	20,000						20,000
Internet Bandwidth for City	Technology				48,000			48,000
City Website upgrade	Technology	25,000						25,000
Midyear Proposed Requests:								
Park ADA Access Improvements	General	850,000						850,000
City Hall Painting	General	150,000						150,000
Pothole Repair Truck	General	200,000						200,000
<b>TOTAL GENERAL ADMINISTRATION</b>		1,335,000	190,000	550,000	148,000	400,000	100,000	2,723,000
<b>GENERAL ADMINISTRATION</b>								
FUNDING RECAP :								
General		1,200,000	70,000	0	0	0	0	1,270,000
Public Safety Impact Fee		0	0	0	0	300,000	0	300,000
Technology		135,000	90,000	550,000	148,000	100,000	100,000	1,123,000
Water Operation		0	30,000	0	0	0	0	30,000
<b>TOTAL GENERAL ADMINISTRATION</b>		1,335,000	190,000	550,000	148,000	400,000	100,000	2,723,000

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 2012-13 To 2017-18

PROJECT DESCRIPTION	FUNDING SOURCE	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	PROJECT TOTAL
<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>								
Housing Element and Environmental Assessment	General Plan Review	45,000						45,000
<b>TOTAL COMMUNITY DEVELOPMENT DEPARTMENT</b>		45,000	0	0	0	0	0	45,000
<b>FUNDING RECAP :</b>								
General Plan Review		45,000	0	0	0	0	0	45,000
<b>TOTAL COMMUNITY DEVELOPMENT DEPARTMENT</b>		45,000	0	0	0	0	0	45,000

**CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
2012-13 To 2017-18**

PROJECT DESCRIPTION	FUNDING SOURCE	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	PROJECT TOTAL
<b>FIRE DEPARTMENT</b>								
Station 61 - Apparatus Floor Repair & Resurfacing	Public Safety Impact Fee	49,800						49,800
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 - Replace Asphalt Parking Lot w/Concrete	Measure R	50,000						50,000
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				225,000			225,000
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 - Locker Replacement	Public Safety Impact Fee	9,400						9,400
Station 63 - Fire Engine Replacement	Shop						664,125	664,125
<b>TOTAL FIRE DEPARTMENT</b>		109,200	2,415,000	500,000	4,225,000	632,500	900,375	8,782,075
<b>FUNDING RECAP :</b>								
Fire Financing		0	0	0	4,000,000	0	0	4,000,000
General		0	45,000	0	0	0	0	45,000
Public Safety Impact Fee		59,200	570,000	500,000	0	0	0	1,129,200
Shop		0	1,800,000	0	225,000	632,500	900,375	3,557,875
Measure R		50,000	0	0	0	0	0	50,000
<b>TOTAL FIRE DEPARTMENT</b>		109,200	2,415,000	500,000	4,225,000	632,500	900,375	8,782,075

CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
2012-13 To 2017-18

PROJECT DESCRIPTION	FUNDING SOURCE	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	PROJECT TOTAL
<b>POLICE DEPARTMENT</b>								
Mobile Command Post and Communications Center	Asset Forfeiture		200,000					200,000
Tasers	Asset Forfeiture			100,000				100,000
Mobile Data Computers	Asset Forfeiture				200,000			200,000
Radio Transmitter Tower Modification	Asset Forfeiture					100,000		100,000
Interagency Communication Interoperability System (ICIS)	Asset Forfeiture						700,000	700,000
Radio Consoles / Repeater	Asset Forfeiture COPS Technology	30,000 250,000						30,000 250,000
<b>TOTAL POLICE</b>		280,000	200,000	100,000	200,000	100,000	700,000	1,580,000
<b>FUNDING RECAP :</b>								
Asset Forfeiture		30,000	200,000	100,000	200,000	100,000	700,000	1,330,000
COPS Technology		250,000	0	0	0	0	0	250,000
<b>TOTAL POLICE</b>		280,000	200,000	100,000	200,000	100,000	700,000	1,580,000

CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
2012-13 To 2017-18

PROJECT DESCRIPTION	FUNDING SOURCE	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	PROJECT TOTAL
<b>PUBLIC WORKS DEPARTMENT - PARKS</b>								
<b>Barnes Park:</b>								
Tennis Court Lighting	Park Facilities		4,600			85,000		85,000
Misc Improv - Gym/Daycare Ctr Roof Drain Line Replacement	Park Facilities						75,000	4,600
Concession Stand Rehabilitation	Park Facilities				75,000			75,000
Service Club Kitchen Rehabilitation	Park Facilities		25,000					25,000
Service Club Painting	Park Facilities			50,000				50,000
Playground Equipment Replacement	Park Facilities					60,000		60,000
Park Storage Building	Park Facilities					100,000		100,000
Auto Fill to Barnes Pool	Park Facilities		10,000					10,000
Pool house Painting	General					72,000		72,000
Pool Filters	General					54,000		54,000
Pool Heaters	General		2,200					2,200
Pool House Drinking Fountains	General		5,700					5,700
Pool House Roofing	General		50,600					50,600
Pool Pump	General							
<b>Bella Vista Park:</b>								
RR/Drinking Fountain ADA Rehab	Park Facilities			40,000				40,000
Drinking Fountain Rehab	Park Facilities			4,000				4,000
Bella Vista Park Roofing	General			5,200				5,200
<b>Cascades Park/Heritage Waterfalls:</b>								
Cascades Waterfall Lighting	Park Facilities		12,000					12,000
Walkway Replacement	Park Facilities				125,000			125,000
New Landscaping	Park Facilities		35,000					35,000
<b>Edison Trails Park:</b>								
Restroom / ADA Rehabilitation	Park Facilities		50,000					50,000
Bathroom Roofing	General		5,400					5,400
<b>Garvey Ranch Park :</b>								
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

**CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
2012-13 To 2017-18**

PROJECT DESCRIPTION	FUNDING SOURCE	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	PROJECT TOTAL
<b>George Elder Park:</b>								
Misc Improv - Restroom Valves & Urinal Replace.	General		3,900					3,900
Large Pavilion Structure (4)	Park Facilities				120,000			120,000
Tennis Court Fence Repair	Park Facilities				15,000			15,000
Tennis Court Lighting	Park Facilities				95,000			95,000
Picnic Pavilions (elect. & water)	Park Facilities				120,000			120,000
Storage Shed	Park Facilities					10,000		10,000
Pool Motor Replacement	Park Facilities		30,000					30,000
Elder Park Pool Heater	Park Facilities					25,000		25,000
Replaster Elder Park Pool	Park Facilities						40,000	40,000
<b>Highland Park :</b>								
Walkways Construction	Park Facilities		5,000					5,000
<b>La Loma Park :</b>								
Misc Improv - Restroom Partitions, Sinks, Vales	General		8,500					8,500
Restroom Rehabilitation - Lower Field ADA	Park Facilities			125,000				125,000
Driveway/Parking Replacement	Park Facilities					95,000		95,000
New Driveway (top)	Park Facilities		20,000					20,000
<b>Langley Center:</b>								
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	65,000				69,500
Roof Replacement	Park Facilities							65,000
Front Door Replacement	Park Facilities						25,000	25,000
Exercise Equipment Replacement	Park Facilities						35,000	35,000
Security Cameras, Carpet, & Phones Upgrade	Technology	15,000						15,000
	General	5,000						5,000
<b>Pine Tree Park :</b>								
Drinking Fountain	Park Facilities			4,600				4,600
Irrigation System Improvement	Park Facilities			11,000				11,000

**CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
2012-13 To 2017-18**

PROJECT DESCRIPTION	FUNDING SOURCE	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	PROJECT TOTAL
<b>Sequoia Park :</b>								
Misc Improv - Restroom Vales	General		2,100					2,100
Slope Drains	Park Facilities						50,000	50,000
Playground Equip. / Surfacing	Park Facilities					75,000		75,000
Ballfield / Park Fencing	Park Facilities		10,000					10,000
Park ADA Access Improvements	General	48,100						48,100
<b>Sunnyslope Park :</b>								
Picnic Shelter	Park Facilities				50,000			50,000
Perimeter Fencing	Park Facilities				25,000			25,000
Concrete Drainage	Park Facilities				15,000			15,000
<b>Others:</b>								
Various Playground Improvement	Park Facilities			20,000				20,000
Various Parks Site Improvements	Pepsi Grant (0343 Trust)	50,000						50,000
<b>On Going Projects:</b>								
Tree Well Maintenance	Maintenance District	5,000	6,000	7,000	8,000	9,000	10,000	45,000
Specialty Restaurant / Golf Course Maintenance	Maintenance Grant (0344 Trust)	79,600	82,000	84,500	87,000	89,600	92,300	515,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - PARKS</b>		328,700	394,700	526,300	985,000	548,600	327,300	3,110,600
<b>FUNDING RECAP :</b>								
General		179,100	85,600	5,200	0	0	0	269,900
Maintenance District		5,000	6,000	7,000	8,000	9,000	10,000	45,000
Park Facilities		0	221,100	429,600	890,000	450,000	225,000	2,215,700
Maintenance Grant (0344 Trust)		79,600	82,000	84,500	87,000	89,600	92,300	515,000
Pepsi Grant (0343 Trust)		50,000	0	0	0	0	0	50,000
Technology		15,000	0	0	0	0	0	15,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - PARKS</b>		328,700	394,700	526,300	985,000	548,600	327,300	3,110,600

**CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
2012-13 To 2017-18**

PROJECT DESCRIPTION	FUNDING SOURCE	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	PROJECT TOTAL
<b>PUBLIC WORKS DEPARTMENT - BUILDING</b>								
<b>Building Maintenance</b>								
City Yard Fence	AQMD Park Facilities Water Operation Sewer		12,000 12,000 12,000 12,000					12,000 12,000 12,000 12,000
City Hall 2nd Level Parking Structure Repair	General						270,000	270,000
City Hall Lobby & Exterior Painting	General	50,000						50,000
Fire Stations Air Duct Cleaning	Liability			40,000				40,000
City Hall Air Duct Cleaning	Liability			80,000				80,000
Service Club Roof Replacement	General		30,000					30,000
Park Restroom ADA Access Improvements	Community Enhancement Trust	150,000						150,000
Sequoia, Edison Trails, Bella Vista, and Lower La Loma Parks - Restroom Roof Replacement	General		80,000					80,000
City Library Roofing System	General Library Tax	6,200 6,200						6,200 6,200
On Going Projects: Median Maintenance	Maintenance District	10,000	20,000	20,000	20,000	20,000	20,000	110,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - BUILDING</b>		222,400	178,000	100,000	60,000	20,000	290,000	870,400
<b>FUNDING RECAP :</b>								
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		0	12,000	0	0	0	0	12,000
General		56,200	110,000	0	0	0	270,000	436,200
Maintenance District		10,000	20,000	20,000	20,000	20,000	20,000	110,000
Liability		0	0	80,000	40,000	0	0	120,000
Library Tax		6,200	0	0	0	0	0	6,200
Community Enhancement Trust		150,000	0	0	0	0	0	150,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - BUILDING</b>		222,400	178,000	100,000	60,000	20,000	290,000	870,400

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 2012-13 To 2017-18

PROJECT DESCRIPTION	FUNDING SOURCE	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	PROJECT TOTAL
<b>PUBLIC WORKS DEPARTMENT - SANITARY SEWER</b>								
<i>Sanitary Sewer (per the Sewer Master Plan adopted by the City Council 11/9/96)</i>								
Sanitary Sewer Rehabilitation & Replacement	Sewer			100,000	100,000	100,000	100,000	400,000
Harding (Ynez - Chandler)	Sewer	125,000						125,000
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
<b>TOTAL PUBLIC WORKS DEPARTMENT - SANITARY SEWER</b>								
		125,000	40,000	590,000	168,000	220,000	190,000	1,333,000
FUNDING RECAP :								
Sewer		125,000	40,000	590,000	168,000	220,000	190,000	1,333,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - SANITARY SEWER</b>								
		125,000	40,000	590,000	168,000	220,000	190,000	1,333,000

CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
2012-13 To 2017-18

PROJECT DESCRIPTION	FUNDING SOURCE	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	PROJECT TOTAL
<b>PUBLIC WORKS DEPARTMENT - ENGINEERING</b>								
<i>Engineering Division</i>								
Sidewalk Construction	SB821 Measure R	28,000 100,000	31,000 50,000	32,000 50,000	32,000 50,000	35,000 50,000	35,000 50,000	193,000 350,000
Localized Pavement Repairs	Measure R Water Operation	100,000 50,000	100,000	100,000	100,000	100,000	100,000	600,000 50,000
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	100,000		25,000		25,000		150,000
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	323,500	200,000	200,000	100,000	100,000	100,000	1,023,500
Pavement Management Program Update Biennial Update Required for Prop C Fund Eligibility	Proposition C		50,000			50,000		100,000
Various Street Resurfacing	To Be Determined			500,000	500,000	1,000,000	1,000,000	3,000,000
Various Median Island Landscaping	Water Operation Measure R General		150,000 50,000 70,000					150,000 50,000 70,000
Citywide Beautification Project	General Water Operation		75,000 75,000					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
Bridge Preventive Maintenance Program	Proposition C	41,000						41,000
Parking District No. 2 Improvements	General			150,000				150,000

CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
2012-13 To 2017-18

PROJECT DESCRIPTION	FUNDING SOURCE	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	PROJECT TOTAL
Engineering & Traffic Survey Update	General			30,000				30,000
South Garfield Banner Poles	General	5,000						5,000
	Refuse	5,000						5,000
	Water Operation	10,000						10,000
City Hall Parking Keypad Entry	Public Safety Impact Fee	12,000						12,000
Atlas Avenue Median Street Light	Maintenance District	20,000						20,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - ENGINEERING</b>		794,500	926,000	1,187,000	982,000	1,560,000	1,335,000	6,784,500
<b>FUNDING RECAP :</b>								
Gas Tax		0	25,000	25,000	25,000	25,000	25,000	125,000
General		5,000	145,000	180,000	0	0	0	330,000
Parks Facilities		0	0	10,000	0	0	0	10,000
Proposition C		141,000	50,000	25,000	0	75,000	0	291,000
Public Safety Impact Fee		12,000	0	0	0	0	0	12,000
Refuse		5,000	0	10,000	0	0	0	15,000
SB821		28,000	31,000	32,000	32,000	35,000	35,000	193,000
Sewer		0	0	20,000	0	0	0	20,000
Water Operation		60,000	225,000	10,000	0	0	0	295,000
Maintenance District		20,000	0	0	0	0	0	20,000
Measure R		523,500	450,000	375,000	275,000	275,000	275,000	2,173,500
To Be Determined		0	0	500,000	650,000	1,150,000	1,000,000	3,300,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - ENGINEERING</b>		794,500	926,000	1,187,000	982,000	1,560,000	1,335,000	6,784,500

CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
2012-13 To 2017-18

PROJECT DESCRIPTION	FUNDING SOURCE	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	PROJECT TOTAL
<b><u>PUBLIC WORKS DEPARTMENT - WATER</u></b>								
<i>Water Division (per the Water Master Plan adopted by the City Council 11/6/96)</i>								
<b><u>On-Going Projects:</u></b>								
Meter Exchange Program An Ongoing Program to Replace Old and Inefficient Meters	Water Operation	200,000	200,000	250,000	250,000	300,000	300,000	1,500,000
Well Electrical and Pump Station Upgrades	Water Operation	50,000	40,000	100,000	100,000	100,000	100,000	490,000
Well Redevelopment Program An Ongoing Program to Maintain Efficiency of All City Owned Water Wells	Water Operation	120,000	130,000	200,000	200,000	200,000	200,000	1,050,000
Well Telemetry	Water Operation	27,000	28,000	50,000	50,000	50,000	50,000	255,000
Street Maintenance	Water Operation	420,000	470,000	520,000	570,000	620,000	620,000	3,220,000
<b><u>Water Main Replacement Projects:</u></b>								
Water Main Replacement	Water Operation	350,000	400,000	1,000,000	1,000,000	1,000,000	1,000,000	4,750,000
Fire Protection Pipeline Improvement	Water Operation			2,000,000	2,000,000	2,000,000	2,000,000	8,000,000
<b><u>Water Operational Projects:</u></b>								
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 CiaVal at Grangridge/Pavo Real	Water Operation		100,000					100,000
Seismic Retrofit Main Lines that cross Alhambra Wash	Water Operation			120,000				120,000

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 2012-13 To 2017-18

PROJECT DESCRIPTION	FUNDING SOURCE	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	PROJECT TOTAL
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	8,000,000
<u>Water Treatment Plant Projects:</u>								
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
<b>TOTAL PUBLIC WORKS DEPARTMENT - WATER</b>		1,167,000	13,098,000	11,740,000	14,170,000	11,770,000	11,570,000	63,515,000
FUNDING RECAP:								
Water Treatment Financing		0	4,000,000	0	2,000,000	0	0	6,000,000
Water Operation		1,167,000	9,098,000	11,740,000	12,170,000	11,770,000	11,570,000	57,515,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - WATER</b>		1,167,000	13,098,000	11,740,000	14,170,000	11,770,000	11,570,000	63,515,000

**CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
2012-13 To 2017-18**

PROJECT DESCRIPTION	FUNDING SOURCE	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	PROJECT TOTAL
	Asset Forfeiture	30,000	200,000	100,000	200,000	100,000	700,000	1,330,000
	AQMD	0	12,000	0	0	0	0	12,000
	Community Enhancement Trust	150,000	0	0	0	0	0	150,000
	COPS Technology	250,000	0	0	0	0	0	250,000
	Fire Financing	0	0	0	4,000,000	0	0	4,000,000
	Gas Tax (State)	0	25,000	25,000	25,000	25,000	25,000	125,000
	General	1,440,300	455,600	185,200	0	0	270,000	2,351,100
	General Plan Review	45,000	0	0	0	0	0	45,000
	Liability	0	0	80,000	40,000	0	0	120,000
	Library Tax	6,200	0	0	0	0	0	6,200
	Maintenance District	35,000	26,000	27,000	28,000	29,000	30,000	175,000
	Maintenance Grant (0344 Trust)	79,600	82,000	84,500	87,000	89,600	92,300	515,000
	Measure R	573,500	450,000	375,000	275,000	275,000	275,000	2,223,500
	Park Facilities	0	233,100	439,600	890,000	450,000	225,000	2,237,700
	Pepsi Grant	50,000	0	0	0	0	0	50,000
	Proposition C	141,000	50,000	25,000	0	75,000	0	291,000
	Public Safety Impact Fee	71,200	570,000	500,000	0	300,000	0	1,441,200
	Refuse	5,000	0	10,000	0	0	0	15,000
	Sewer	125,000	52,000	610,000	188,000	220,000	190,000	1,365,000
	Shop	0	1,800,000	0	225,000	632,500	900,375	3,557,875
	SB821	28,000	31,000	32,000	32,000	35,000	35,000	193,000
	Technology	150,000	90,000	550,000	148,000	100,000	100,000	1,138,000
	Water Operation	1,227,000	9,365,000	11,750,000	12,170,000	11,770,000	11,570,000	57,852,000
	Water Treatment Financing	0	4,000,000	0	2,000,000	0	0	6,000,000
	To Be Determined	0	0	500,000	650,000	1,150,000	1,000,000	3,300,000
<b>CITYWIDE TOTAL</b>		<b>4,406,800</b>	<b>17,441,700</b>	<b>15,293,300</b>	<b>20,938,000</b>	<b>15,251,100</b>	<b>15,412,675</b>	<b>88,743,575</b>

**CITY OF MONTEREY PARK  
CAPITAL IMPROVEMENT PROGRAM  
CARRYOVER PROJECTS PRIOR TO 2012-13**

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	PRIOR TO 2012-13 AS OF 12/31/2012
<b>COMMUNITY CAPITAL CARRYOVER (5004)</b>			
NEW FIRE STATION #2 - DESIGN	0010-5004-90650	GENERAL FUND	30,000.00
FINANCE & PAYROLL PROGRAMS	0063-5004-90930	TECHNOLOGY FUND	44,095.17
CASCADES PK WATERFALL LIGHTING	0070-5004-91491	PARK FACILITIES FUND	10,072.00
BARNES PK PIC SHELTER REROOF	0070-5004-91498	PARK FACILITIES FUND	18,493.28
PARK RESTROOM IMPROVEMENTS	0343-5004-91513	RECREATION GRANT (0075)	5,097.16
MONUMENT SIGNS REPLACEMENT	0343-5004-91515	RECREATION GRANT (0075)	60,000.00
LANGLEY RESTROOM PARTITIONS	0343-5004-91516	RECREATION GRANT (0075)	1,063.10
MUSEUM WALL REPAIR	0010-5004-91517	GENERAL FUND	7,000.00
GARVEY MEDIUM ISLAND LANDSCAPE	0092-5004-91922	WATER OPERATION FUND	88,140.06
EMERGENCY GENERATOR PLACEMENT	0060-5004-96008	CITY SHOP FUND	110,802.00
TRAFFIC MAINT. BLDG IMPROVE	0060-5004-96021	CITY SHOP FUND	2,692.00
SUSTAINABLE & GREEN POLICY	0420-5004-96024	EEC BLOCK GRANT	25,667.01
FIRE STATIONS AIR DUCT CLEAN	0062-5004-96025	GENERAL LIABILITY FUND	27,000.00
CITY HALL SKYLIGHTS REPAIRS	0010-5004-96026	GENERAL FUND	22,500.00
CITY HALL SKYLIGHTS REPAIRS	0043-5004-96026	REFUSE FUND	22,500.00
CITY HALL SKYLIGHTS REPAIRS	0092-5004-96026	WATER OPERATION FUND	22,500.00
CITY INFORMATIONAL SIGNS REPL.	0022-5004-96027	STATE GAS TAX FUND	19,000.00
AUTO SHOP ROOF REPAIR/PAINTING	0060-5004-96028	CITY SHOP FUND	80,000.00
LIBRARY LANDSCAPING DESIGN	0010-5004-96029	GENERAL FUND	1,487.94
LIBRARY EMERGENCY POWER SYSTEM	0131-5004-96031	LIBRARY TAX FUND	29,300.00
CITY YARD BUILDING IMPROVEMENT	0092-5004-96032	WATER OPERATION FUND	1,701.00
CITY HALL AC CONTROL PANEL	0010-5004-96034	GENERAL FUND	4,270.00
CITY HALL AC CONTROL PANEL	0043-5004-96034	REFUSE FUND	4,260.00
CITY HALL AC CONTROL PANEL	0092-5004-96034	WATER OPERATION FUND	4,270.00
SGVCOG ENERGY AUDIT GRANT	0446-5004-96035	SGVCOG ENERGY AUDIT GRANT	11,695.00
ZONING ORDINANCE UPDATES	0352-5004-99004	GENERAL PLAN REVIEW TRUST	80,000.00
HOME CHDO - LINC HOUSING CORP	0152-5004-99011	HOME HOUSING PROGRAM GRANT	544,246.00
GIS NEEDS ASSESSMENT	0063-5004-99054	TECHNOLOGY FUND	25,000.00
NETWORK EQUIPMENT UPGRADE	0063-5004-99055	TECHNOLOGY FUND	4,929.00
ONLINE PAYMENT PROCESS	0043-5004-99057	REFUSE FUND	20,000.00
ONLINE PAYMENT PROCESS	0063-5004-99057	TECHNOLOGY FUND	20,000.00

**CITY OF MONTEREY PARK  
CAPITAL IMPROVEMENT PROGRAM  
CARRYOVER PROJECTS PRIOR TO 2012-13**

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	PRIOR TO 2012-13 AS OF 12/31/2012
ONLINE PAYMENT PROCESS	0092-5004-99057	WATER OPERATION FUND	20,000.00
SPECIAL RESTAURANT/GOLF COURSE	0344-5004-99290	MAINTENANCE GRANT (0344 TRUST)	9,407.30
EVIDENCE ROOM STORAGE SYSTEM	0160-5004-99314	ASSET FORFEITURE FUND	35,108.42
NEW COMPUTER SERVER AND SWITCH	0160-5004-99315	ASSET FORFEITURE FUND	12,709.02
EMERGENCY OPERATIONS CENTER	0435-5004-99714	EMERGENCY OPERATIONS CENTER GRANT	31,844.10
STATION 62 & 63 - INTERIOR CARPET	0071-5004-99717	PUBLIC SAFETY IMPACT FEE FUND	1,563.65
2011 AFGEXTRICATION EQUIPMENT	0071-5004-99720	PUBLIC SAFETY IMPACT FEE FUND	2,208.86
2011 AFGEXTRICATION EQUIPMENT	0431-5004-99720	ASSISTANCE TO FIREFIGHTER-CITY GRANT	8,838.43

**1,469,460.50**

**TOTAL COMMUNITY CAPITAL CARRYOVER (5004)**

FUNDING RECAP :	
ASSET FORFEITURE FUND	47,817.44
ASSISTANCE TO FIREFIGHTER-CITY GRANT	8,838.43
CITY SHOP FUND	193,494.00
EEC BLOCK GRANT	25,667.01
EMERGENCY OPERATIONS CENTER GRANT	31,844.10
GENERAL FUND	65,257.94
GENERAL LIABILITY FUND	27,000.00
GENERAL PLAN REVIEW TRUST	80,000.00
HOME HOUSING PROGRAM GRANT	544,246.00
LIBRARY TAX FUND	29,300.00
MAINTENANCE GRANT (0344 TRUST)	9,407.30
PARK FACILITIES FUND	28,565.28
PUBLIC SAFETY IMPACT FEE FUND	3,772.51
RECREATION GRANT (0075)	66,160.26
REFUSE FUND	46,760.00
SGVCOG ENERGY AUDIT GRANT	11,695.00
STATE GAS TAX FUND	19,000.00
TECHNOLOGY FUND	94,024.17
WATER OPERATION FUND	136,611.06

**1,469,460.50**

**TOTAL COMMUNITY CAPITAL CARRYOVER (5004)**

CITY OF MONTEREY PARK  
 CAPITAL IMPROVEMENT PROGRAM  
 CARRYOVER PROJECTS PRIOR TO 2012-13

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	PRIOR TO 2012-13 AS OF 12/31/2012
<b>PUBLIC WORKS - STREET CONSTRUCTION CARRYOVER (5003)</b>			
MP TRANSIT FACILITY AT ELAC	0109-5003-91750	PROPOSITION A FUND	2,344.91
MP TRANSIT FACILITY AT ELAC	0342-5003-91750	SAFETEA-LU GRANT	18,986.48
MP TRANSIT FACILITY AT ELAC	0346-5003-91750	ELAC CONTRIBUTIONS GRANT	115,300.50
VAGABOND RETAINING WALL	0201-5003-91760	LOS ANGELES COUNTY GRANT	32,100.00
STREET RESURFACING PROJECTS	0028-5003-91900	PROP 1B FUND	3,622.62
SIGNAGE WAYFINDING PROGRAM	0166-5003-91909	PROPOSITION C FUND	9,691.55
LOCALIZED PAVEMENT REPAIRS	0092-5003-91914	WATER OPERATION FUND	39,551.80
OVERHEAD STREET NAME SIGNS	0166-5003-91918	PROPOSITION C FUND	16,528.29
SEWER VIDEOTAPING	0042-5003-91919	SEWER FUND	39,000.00
<b>TOTAL STREET CONSTRUCTION CARRYOVER (5003)</b>			<b>277,126.15</b>
FUNDING RECAP :			
ELAC CONTRIBUTIONS GRANT			115,300.50
LOS ANGELES COUNTY GRANT			32,100.00
PROP 1B FUND			3,622.62
PROPOSITION A FUND			2,344.91
PROPOSITION C FUND			26,219.84
SAFETEA-LU GRANT			18,986.48
SEWER FUND			39,000.00
WATER OPERATION FUND			39,551.80
<b>TOTAL STREET CONSTRUCTION CARRYOVER (5003)</b>			<b>277,126.15</b>

CITY OF MONTEREY PARK  
 CAPITAL IMPROVEMENT PROGRAM  
 CARRYOVER PROJECTS PRIOR TO 2012-13

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	PRIOR TO 2012-13 AS OF 12/31/2012
<b>WATER CAPITAL CARRYOVER (4225)</b>			
METER EXCHANGE PROGRAM	0092-4225-81070	WATER OPERATION FUND	4,185.00
WELL REDEVELOPMENT	0092-4225-81240	WATER OPERATION FUND	25,480.12
DELTA CHLORINE GENERATION	0092-4225-82232	WATER OPERATION FUND	15,850.00
WATER MASTER PLAN UPDATE	0092-4225-82240	WATER OPERATION FUND	4,386.00
WATER MAIN/STREET IMPROVEMENT	0092-4225-82246	WATER OPERATION FUND	383,483.76
WELL 5/6 AIR STRIPPER	0093-4225-82247	WATER TREATMENT FUND	1,755,978.17
WATER RATE STUDY	0092-4225-82249	WATER OPERATION FUND	11,000.00
PERCHLORATE CONTINGENCY PLAN	0093-4225-82251	WATER TREATMENT FUND	182,130.00
<b>TOTAL WATER CAPITAL CARRYOVER (4225)</b>			<b>2,382,493.05</b>
FUNDING RECAP :			
WATER OPERATION FUND			444,384.88
WATER TREATMENT FUND			1,938,108.17
<b>TOTAL WATER CAPITAL CARRYOVER (4225)</b>			<b>2,382,493.05</b>

CITY OF MONTEREY PARK  
 CAPITAL IMPROVEMENT PROGRAM  
 CARRYOVER PROJECTS PRIOR TO 2012-13

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	PRIOR TO 2012-13 AS OF 12/31/2012
		ASSET FORFEITURE FUND	47,817.44
		ASSISTANCE TO FIREFIGHTER-CITY GRANT	8,838.43
		CITY SHOP FUND	193,494.00
		EEC BLOCK GRANT	25,667.01
		ELAC CONTRIBUTIONS GRANT	115,300.50
		EMERGENCY OPERATIONS CENTER GRANT	31,844.10
		GENERAL FUND	65,257.94
		GENERAL LIABILITY FUND	27,000.00
		GENERAL PLAN REVIEW TRUST	80,000.00
		HOME HOUSING PROGRAM GRANT	544,246.00
		LIBRARY TAX FUND	29,300.00
		LOS ANGELES COUNTY GRANT	32,100.00
		MAINTENANCE GRANT (0344 TRUST)	9,407.30
		PARK FACILITIES FUND	28,565.28
		PROP 1B-STREET IMPRVMT FUND	3,622.62
		PROPOSITION A FUND	2,344.91
		PROPOSITION C FUND	26,219.84
		PUBLIC SAFETY IMPACT FEE FUND	3,772.51
		RECREATION GRANT (0075)	66,160.26
		REFUSE FUND	46,760.00
		SAFETEA-LU GRANT	18,986.48
		SEWER FUND	39,000.00
		SGVCOG ENERGY AUDIT GRANT	11,695.00
		STATE GAS TAX FUND	19,000.00
		TECHNOLOGY FUND	94,024.17
		WATER OPERATION FUND	620,547.74
		WATER TREATMENT FUND	1,938,108.17
<b>CITYWIDE CARRYOVER TOTAL</b>			<b>4,129,079.70</b>

**CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
(CURRENT & CARRYOVER PROJECTS)**

FUNDING SOURCE	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	PROJECT TOTAL
<b><u>Summary (Current &amp; Carryover)</u></b>							
Asset Forfeiture	77,817	200,000	100,000	200,000	100,000	700,000	1,377,817
AQMD	0	12,000	0	0	0	0	12,000
Assistance to Firefighter-City	8,838	0	0	0	0	0	8,838
Community Enhancement Trust	150,000	0	0	0	0	0	150,000
COPS Technology	250,000	0	0	0	0	0	250,000
EEC Block Grant	25,667	0	0	0	0	0	25,667
ELAC Contributions	115,301	0	0	0	0	0	115,301
Emergency Operations Center	31,844	0	0	0	0	0	31,844
Fire Financing	0	0	0	4,000,000	0	0	4,000,000
Gas Tax (State)	19,000	25,000	25,000	25,000	25,000	25,000	144,000
General	1,505,558	455,600	185,200	0	0	270,000	2,416,358
General Plan Review	125,000	0	0	0	0	0	125,000
General Liability	27,000	0	80,000	40,000	0	0	147,000
Home Housing Program	544,246	0	0	0	0	0	544,246
Library Tax	35,500	0	0	0	0	0	35,500
Los Angeles County Grant	32,100	0	0	0	0	0	32,100
Maintenance District 93-1	35,000	26,000	27,000	28,000	29,000	30,000	175,000
Maintenance Grant (0344 Trust)	89,007	82,000	84,500	87,000	89,600	92,300	524,407
Measure R	573,500	450,000	375,000	275,000	275,000	275,000	2,223,500
Park Facilities	28,565	233,100	439,600	890,000	450,000	225,000	2,266,265
Pepsi Grant	50,000	0	0	0	0	0	50,000
Proposition 1B	3,623	0	0	0	0	0	3,623
Proposition A	2,345	0	0	0	0	0	2,345
Proposition C	167,220	50,000	25,000	0	75,000	0	317,220
Public Safety Impact Fee	74,973	570,000	500,000	0	300,000	0	1,444,973
Recreation Grant	66,160	0	0	0	0	0	66,160
Refuse	51,760	0	10,000	0	0	0	61,760
Safetea-Lu Grant	18,986	0	0	0	0	0	18,986
Sewer	164,000	52,000	610,000	168,000	220,000	190,000	1,404,000
SGVCOG Energy Audit Grant	11,695	0	0	0	0	0	11,695
Shop	193,494	1,800,000	0	225,000	632,500	900,375	3,751,369
SB821	28,000	31,000	32,000	32,000	35,000	35,000	193,000
Technology	244,024	90,000	550,000	148,000	100,000	100,000	1,232,024
Water Operation	1,847,548	9,365,000	11,750,000	12,170,000	11,770,000	11,570,000	58,472,548
Water Treatment	1,938,108	0	0	0	0	0	1,938,108
Water Treatment Financing	0	4,000,000	0	2,000,000	0	0	6,000,000
To Be Determined	0	0	500,000	650,000	1,150,000	1,000,000	3,300,000
<b>Total Funding</b>	<b>8,535,880</b>	<b>17,441,700</b>	<b>15,293,300</b>	<b>20,938,000</b>	<b>15,251,100</b>	<b>15,412,675</b>	<b>92,872,655</b>

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

**Activity 1201 – City Manager**

**2012-2013 GOALS AND OBJECTIVES**

1. Goal: Continue to work to provide excellent customer service while working with a reduced staff.

Status: Staff processes numerous requests for assistance from residents, business owners, and City visitors. Staff also monitors the on-line Service Request Tracking System to ensure that the concerns, issues and comments are addressed in a timely manner; and also reviews and processes the cards from the lobby suggestion box.
  
2. Goal: The elimination of the Redevelopment Agency has necessitated the refocus on the economic revitalization of the City and significant steps in establishing new directions to keep moving forward with projects that will benefit our residents.

Status: The City is hosting a series of four “Business to City Forums” that focuses on improving the relationships between businesses located in the City. The first Forum addressed the Monterey Pass Road businesses and the next one will concentrate on South Garfield/Pomona Businesses. Staff has started a business survey outreach program by sending out mailers to see if there are any concerns or issues that need to be addressed by the City. Numerous meetings and planning has facilitated the recent certified final supplemental environmental impact report for the Market Place Development; approval of the Precise Plan and Tentative Map, approval of the Development Agreement between the developers and the City.

**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	31,000
City Hall Information Desk, # of Volunteers	1	1
City Hall Information Desk, # of Public Contacts	2,000	1030
Passport Application Processing	325	214
General Municipal Election Voter Turnout	March, 2013 25%	

**2012-2013 GOALS AND OBJECTIVES**

1. Goal: Prepare, plan and implement a General Municipal election in March 2013 to fill four elected seats.  
  
Status: City Council has adopted resolutions required for election.
  
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.

**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.	22	22
✓ Number of years received awards from GFOA for excellence in financial reporting.	24	24 <sup>(1)</sup>

Note: <sup>(1)</sup> Submitted for the annual award program. We believe the City's financial report (CAFR) will again be awarded for excellence.

**2012-2013 GOALS AND OBJECTIVES**

1. Goal: *Achieve Financial Stability*: Finalize the banking services contract to further the objectives of the City to streamline cash handling, increase the use of technology to become more efficient, and partner with the City's financial institutions to enhance financial services to the community.  
  
Status: This goal has been completed. Bank of the West serves as the City's primary bank now.
2. Goals: *Improve Organizational Effectiveness and Efficiency*: Implement online E-Bill Payment and Presentment (EBPP) services program to accept credit card payments and e-checks through a fully automated online and automated phone payment channel.  
  
Status: All EBPP key project milestones and user training have been completed. The Program goes live on January 1, 2013.
3. Goal: *Improve Organizational Effectiveness and Efficiency*: Complete the development of an automated uploading of payroll timecards from City departments to Finance Division for processing and payment. Citywide training is scheduled in July 2012 for a final implementation in August 2012.

Status: As of December 2012, three departments (Management Services, City Council, City Treasurer) have fully implemented the Online Timecard Program. Other City departments are scheduled for training and by May 2013, the entire City will fully utilize the program for its payroll process.

4. Goal: *Improve Organizational Effectiveness and Efficiency:* Develop financing options to raise capital for development opportunities and infrastructure improvements, including: leasing, loans, and bond financing.

Status: This is an ongoing task. As a result, staff continues to assess the needs of financing options during the midyear review and annual budget processes.

## **Activity 1404 – Data Processing**

### **PROGRAM MEASUREMENTS**

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

### **2012-2013 GOALS AND OBJECTIVES**

1. Goals: Complete a citywide online timecard program implementation in August 2012. Departments will enter their timecards via the intranet, thus reducing payroll hours inputting time.

Status: The programming has been completed. This Online Program is currently in use by the Management Services, City Council, and City Treasurer departments. Gradual implementation is being scheduled for the remaining of the City departments.

2. Goals: Install wireless access points for City Hall. With this capacity, the City is able to give secure network access to customers and business partners.

Status: The installation of Wireless access points is completed for City Hall. The City employees and vendors are able to be connected to the City WiFi for City Business.

3. Goals: Complete the PERS part time reporting requirement. CalPERS requires cities 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 has been temporarily suspended by CalPERS.

- Goals: Continue the GIS study to identify the City's need for a GIS system along with infrastructure, software and personnel assessment to implement and maintain a Citywide GIS system.

Status: This project is temporarily suspended due to funding constrain.

### **Activity 1406 – Revenue Collections**

#### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Business Licenses Issued	5,450	2,025
Utility Bills Mailed (Original and Delinquent)	70,000	42,800
Customers Paying with Credit Cards	15,000	3,572
Customers Paying with Direct Pay	1,950	2,298

#### **2012-2013 GOALS AND OBJECTIVES**

- Goals: City will accept payment of utility bills online and by phone.

Status: Completed. As of January 1, 2013, the City now accepts payments by using online system or by phone with new automated voice system.

### **Activity 1407 – Support Services**

#### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Purchase Orders Issued	1,600	510
Requisitions Processed	2,100	495

**2012-2013 GOALS AND OBJECTIVES**

1. Goals: Support Services Staff will work with Fire Department Staff to develop specifications for phone and computer cabling at the new Emergency Operations Center (EOC).
- Status: Completed. Staff has developed specifications to handle all of the EOC phone and data cabling needs and will finalize the project once the construction is complete.

**Activity 1408 – Communication/Duplication**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Mail Handled	380,000	145,660

**2012-2013 GOALS AND OBJECTIVES**

1. Goals: Upgrade phone services at Fire Stations 2 and 3 to ensure continuous connectivity.
- Status: Completed. Staff upgraded both Stations 2 and 3 phone systems with new service to prevent any downtime due to connectivity issues.

**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	\$59 million	\$64 million
✓ Interest Investment Earnings	\$150,000	\$30,038 <sup>(1)</sup>

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

**2012-2013 GOALS AND OBJECTIVES**

1. Goal: 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 2012-13 for the City was \$64 million, with an average yield of 0.38%.

2. Goal: 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 15, 2012.

3. Goal: Working with the Management Services Department, submit monthly and annual investment reports to the City Council.

Status: Monthly investment reports have been submitted to the City Council according to the Investment Policy. The 2011-12 annual investment report was presented to the City Council on August 15, 2012.

**City of Monterey Park  
Community Development Department  
Mid Year Report**

**Activity 1701 – Planning Division**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>DISCRETIONARY APPLICATIONS</b>		
Civic District Review	0	0
Code Amendments	2	1
Conditional Use Permits	4	4
General Plan Amendments	1	0
Modification to Specific Plan	0	0
Parcel Maps	2	0
Precise Plan Related	1	0
Radius Map/Mailing	10	10
Specific Plan Amendments	0	0
Tentative Tract Maps	1	2
Time Extensions	2	0
Variances	2	2
Zone Changes	1	1
<b>CEQA</b>		
Environmental Impact Reports	1	1
Negative Declarations	1	1
Categorical Exemptions	8	5
<b>DESIGN REVIEW</b>		
Signs	7	2
Remodels, No increase of floor area	6	3
Remodels, Increase of floor area	1	1
New Construction < 10,000 SF	1	0
New Construction > 10,000 SF	1	0
Landscaping	2	1
Single Family Residential	2	1
<b>ADMINISTRATIVE APPLICATIONS</b>		
Annual Review of CUPs/Variances	0	0
Banners	60	24
Minor Departure	4	1
Second Units	1	0
Site Plan Review	11	3
Temporary Use Permit	20	10
Traffic Study	1	0
Yard Sales	300	170

**PLAN CHECK**

Process within 72 hours

100%

100%

**2012-2013 GOALS AND OBJECTIVES**

1. Goal: Adopt the Climate Action Plan and implement the Green House Gas strategies by September 2012 to fulfill the Department of Energy Grant.

Status: The draft Climate Action Plan has been completed and was adopted in October, 2012.

2. Goal: Adopt the new Zoning Ordinance by September 2012 to fulfill the Department of Energy Grant.

Status: The draft document has been completed. Anticipated adoption date is May, 2013. The draft Zoning Code was distributed to the City Manager, City Council, and Planning Commissioners on December 10, 2012. The Lead Planner/Economic and Development Special Projects Manager and planning staff are taking review comments, continuing to critique the recently submitted draft Housing Element and draft Zoning Code to coordinate content, continuing to check for possible inconsistencies and adding some definitions to help clarify and simplify the code.

3. Goal: Complete the two (2) new elements, Healthy Community and Sustainability Community Elements of the General Plan which promotes a healthier community and decreasing pollution (Greenhouse Gas) and reducing energy consumption in accordance with SB 375 on a community wide basis by December 2012 and have the two new elements ready for adoption in 2013.

Status: The Department was recently awarded a State grant in the amount of \$160,000 to prepare the two new elements. Anticipated completion date is July, 2013.

**Activity 1702 – Code Enforcement Division****PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>INSPECTIONS(*)</b>		
Residential Inspections	3,644	2,326
Home Occupation	227	264
Commercial Inspections	473	259
Industrial Inspections*	<u>96</u>	<u>55</u>
Total Inspections	4,440	2,904

**GRAFFITI REMOVED(\*\*)**

CDBG/CRA	583	365
Other Area	<u>1,481</u>	<u>893</u>
Total	2,064	1,258

\* Numbers include all follow-up site inspections

\*\* Not included in inspection figures

Complaints received and Investigated	1,270	560
Cases Clearance Rate	95%	95%
Volunteer Hours Donated	12	100
Administrative Citations	176	97

### 2012-2013 GOALS AND OBJECTIVES

1. Goal: Improve commercial areas adjacent to residential neighborhoods to further enhance property values.  
  
Status: The Department adopted a vacant lot ordinance in July, 2011.
2. Goal: Recruit volunteers to assist with Code Enforcement activities and participate with the ride-along programs.  
  
Status: Anticipated completion date is April, 2013.

### Activity 1703 – Building Division

#### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>PERMITS</b>		
Building Permits:		
a. Residential, New	5	3
b. Residential, Add/Alter	330	165
c. Non-Residential, New	0	1
d. Non-Residential, Add/Alter	115	60
e. Miscellaneous	<u>200</u>	<u>108</u>
<b>Building Permits Total</b>	<b>650</b>	<b>337</b>
Electrical Permits	150	81
Mechanical Permits	128	58
Plumbing Permits	<u>98</u>	<u>74</u>
<b>All Permits Total</b>	<b>1,026</b>	<b>550</b>
<b>ANNUAL PERMIT VALUATION</b>	<b>14.5 mil.</b>	<b>7mil.</b>
<b>PLAN CHECKS</b>		
<b>Total Number Processed</b>	<b>330</b>	<b>183</b>
Processed In-House	93%	90%
Contracted Out	7%	10%
<b>INSPECTIONS</b>		
Construction Inspections	4,460	1,927
Property Sales, Residential	550	410
Property Sales, Commercial	30	4
Violation Inspections	<u>65</u>	<u>13</u>
<b>All Inspections Total</b>	<b>5,105</b>	<b>2,354</b>

**2012-13 GOALS AND OBJECTIVES**

1. Goal: Develop Green Building Ordinance requirement necessary as part of the Climate Action Plan.  
 Status: The green building reduction measures were adopted in October, 2012.
2. Goal: Train plan review and inspection staff regarding the new Green Building Ordinance requirements enacted as part of the Climate Action Plan.  
 Status: On-going.
3. Goal: Implement the Climate Action Plan monitoring toll developed as part of the tracking for the Climate Action Plan.  
 Status: On-going.
4. Goal: Upgrade the Building Division’s permit computer system to streamline the permitting processing system city wide.  
 Status: Anticipated completion date is May, 2013.

**Activity 2201 – CDBG Administration**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Agencies assisted from Community Fund	3	2
Number of mentally retarded adults assisted	100	64
Number of homeless individuals assisted	10	0
Number of Housing Rights Center clients assisted	200	70

**2012-13 GOALS AND OBJECTIVES**

1. Goal: Refocus the goals and objectives of the program to ensure priority obligations are addressed.  
 Status: Annual Action Plan was adopted in April, 2012.
2. Goal: Revise the Consolidated Plan to be consistent with the recent amendments to the Annual Plan and dissolution of the Redevelopment Agency.  
 Status: Completed Consolidated Plan update in March, 2013.

## Activity 2204 – Commercial Rehabilitation

### PROGRAM MEASUREMENTS

<b>PROJECTS</b>	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of Businesses Assisted	8	0
Average Project Cost	100,000	0

### 2012-13 GOALS AND OBJECTIVES

1. Goal: Complete the rehabilitation of two (2) projects.

Status: The project located at 138-188 E. Garvey Ave. will be completed by April, 2013.

## Activity 2206 – Home Housing Program

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Residential Rehab Grant and Loan Program Participants	8	2

### 2012-13 GOALS AND OBJECTIVES

1. Goal: Assist eight (8) applicants for the Residential Rehabilitation Grant and Loan Program.

Status: Staff has completed one (1) project and has another under construction. Staff will complete an additional two (2) projects by March, 2013.

2. Goal: Enter into negotiations with a Community Housing Development Organization to accept HOME funds to acquire additional housing to serve low income households including veterans.

Status: In July 2012, City Council approved the HOME Reservation Agreement with LINC Housing. Staff anticipates entering into a project specific agreement with LINC by April 2013.

**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	300	290
Budgeted Part-time	45.57	48.32
Total Citywide FTE	352.57	344.82
Total Number of Competitive Service Positions Filled	7	1
Total Number of Promotions	8	0
Examinations Administered	7	5
Total Number of Applications Processed	400	210

**2012-2013 GOALS AND OBJECTIVES**

1. Goal: Employee Relations/Labor Agreements: An effective program of employer/employee relations through the negotiation and administration of labor contracts with seven represented employee groups.  
  
Status: Completed seven (7) MOU's with the City's Labor Groups. Concluded negotiations with a two-year contract(s) for the Monterey Park Police Officers Association (POA), the POA Police Captains Unit, the Monterey Fire Fighters Association and the Professional Chief Officers Association. Concluded negotiations and signed a 33 month contract(s) with the Service Employees International Union (SEIU), Local 721, the Monterey Park Mid-Management Employees Association and the Monterey Park Confidential Employees Association.
  
2. Goal: Evaluate current medical insurance provider and level of service/costs.  
  
Status: Begin meeting with the seven (7) labor groups in February 2013 to discuss the possibility of moving to the PERS Health Care Program with the goal of concluding by June 2013.

3. Goal: Conduct employee informational meetings on Benefits.

Status: Conducted two (2) retiree meetings and one (1) active employee meeting regarding the changes to the plans. The City employee medical review committee met once.

4. Goal: Implement a training program for employees

Status: The following trainings were provided in the first six (6) months of the fiscal year.

DATE	WORKSHOP TITLE	PRESENTER	COMPANY	# OF ATTENDEES
1/16/2013	Accommodating Bad Behavior: Limits on Disciplining Disabled Employees	Laura Kalty	LCW*	12
1/16/2013	How to Succeed in the Public Sector	Laura Kalty	LCW	12
12/19/2012	Preventing Harassment in the Work Place	Tom Cody	City Staff	22
12/18/2012	SB863 - Cal Workers Comp Reform	Dawn Watkins	SCPMA-HR	2
12/4/2012	Aerial Lift Training	Trevor Earle	ICRMA	2
11/14/2012	Employees and Driving	Mark Meyerhoff	LCW	1
11/14/2012	Public Meeting Law	Mark Meyerhoff	LCW	4
10/25/2012	Cal/OSHA Confined Space: Is It Safe to Enter?	Kelly Howard	ICRMA	8
9/27/2012	Creating Leaders with Confidence, Courage and Capacity	Derrick McManus	ICRMA	3
9/12/2012	Prevention & Control of Absenteeism & Abuse of Leave	Olive Yee	LCW	13
9/12/2012	Performance Management; Evaluation, Documentation & Discipline	Olive Yee	LCW	15
8/8/2012	Preventing Harassment in the Work Place	Tom Cody	City Staff	18
7/10/2012	Delivering Excellent Customer Service	Ellen Contente	MHN**	31
* LCW - Liebert, Cassidy and Whitmore ** MHN - A Health Net Company			<b>Total # of Participants</b>	<b><u>143</u></b>

## 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	4
FIRE	1	0
LIBRARY	0	0
MANAGEMENT SERVICES	1	0
RECREATION & COMMUNITY SERVICES	4	0
HUMAN RESOURCES	0	0
DEVELOPMENT SERVICES	0	0
PUBLIC WORKS	<u>27</u>	<u>14</u>
<b>TOTAL</b>	<b>46</b>	<b>18</b>

#### Workers' Compensation Claims Filed\*

GENERAL EMPLOYEES	1	0
POLICE	15	4
FIRE	14	2
LIBRARY	0	0
PUBLIC WORKS	5	3
RECREATION & COMMUNITY SERVICES	<u>2</u>	<u>2</u>
<b>TOTAL*</b>	<b>37</b>	<b>11</b>

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

### 2012-2013 GOALS AND OBJECTIVES

1. Goal: Continue to work with ICRMA to provide training in identification of risk and safety.  
  
Status: Re-started City-wide Employee Safety Committee Program after a two year absence.
  
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: Actively follow-up on incidents and investigations to determine causes and preventive measures. Re-started City-wide employee Safety Committee. Met In December 2012 and will continue with a quarterly meeting.

3. Goal: Provide in-house quarterly employee training including Workplace Safety training and Harassment and Retaliation training.  
Status: Conducted in-house two AB 1825 required Harassment Prevention Training for employees and will continue to conduct them quarterly until all employees have attended the session.
4. Goal: Double ICRMA University attendance by City employees.  
Status: To-date, there has been two ICRMA sponsored training and thirteen city employees have attended them.
5. Goal: Continue to reduce workers' compensation injuries & liability claims.  
Status: Re-started City-wide employee Safety Committee. Met In December 2012 and will continue with a quarterly meeting. Implemented a return-to-work policy for Workers Comp cases to encourage, if possible, short-time limited assignment to get the injured employee back to work as soon as possible.

**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:	14,670	8,443
Total Number of Volunteers:		
Reserves Officers	28	27
Explorers	20	18
Records	1	1
MPEC	16	16
MPCP	20	19
Investigations	0	0
Animal Control	2	0
Chaplain	6	4

Formal Training Hours for all Personnel: 3,002 hours (YTD)

**2012-2013 GOALS AND OBJECTIVES**

1. Goal: The Operational Support Unit will coordinate with the Monterey Park Fire Department to have all police personnel trained in the proper use of the City Hall AED defibrillators. The training will be completed by June 30, 2013.  
  
Status: MPPD personnel are coordinating with MPFD personnel to determine the availability and cost of training.
  
2. Goal: The Operational Support Unit will coordinate training for all patrol personnel in dealing with persons who suffer from mental health issues that they may come into contact with in the field. This goal will be completed by June 30, 2013.  
  
Status: The Training Bureau is currently searching to locate suitable classes and determine the availability of classes.

## Activity 3102-Traffic Bureau

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of Citations:		
Traffic	7,950	3,300
Parking	13,000	6,819
Traffic Collisions Incidents:		
Fatal	*	1
Injury	*	60
Non-Injury	*	127
Fatalities	*	1
Persons Injured	*	129
Number of Drunk Driving Arrests	160	79
% of Traffic Investigations Commenced within 3 Days	100%	100%
% Response on Citation Appeals/Complaints within 3 Days	100%	100%
Intersections with the Highest Number of Traffic Collisions:		<u>Year-to-Date</u>
• Garvey Ave & Newmark		3
• Pomona Blvd & Garfield Ave		2
• Atlantic Blvd & Avenida Cesar Chavez		2
• Atlantic Blvd & Brightwood St		2
• Atlantic Blvd & Emerson Ave		2

### 2012-2013 GOALS AND OBJECTIVES

1. Goal: Traffic Bureau will provide educational presentations to juniors and seniors at Mark Keppel High School addressing such issues as driver's and pedestrian safety, DUI enforcement, and laws specific to driver's under 21 years of age. This goal will be completed by June 30, 2013.

- Status: Members of the Traffic Bureau developed a curriculum that addressed issues regarding driver and pedestrian safety, DUI enforcement and teenage driving. It was presented to juniors and seniors during the Mark Keppel High School "Distracted Driver Awareness & Safety Fair". This program has also been offered to Schur High School.
2. Goal: The Traffic Bureau will provide bi-annual educational program addressing the dangers of distracted driving. This goal will be completed by June 30, 2013.
- Status: This program has been integrated into the Mature Driver's curriculum for FY 2012-2013. Five classes have been completed thus far and will continue through the remainder of the fiscal year.

### **Activity 3103-Field Services**

#### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Calls for Service		
Citizen Request	33,472	17,268
Officer Observed	23,347	10,035
<b>Total Calls for Service</b>	<b>56,819</b>	<b>27,663</b>
Priority I (Emergency) Response Time (minutes/seconds)	4:00	3:51
Priority II Response Time	5:45	5:19
Priority III Response Time	8:50	9:10
Priority IV Response Time	6:15	9:12

#### **2012-2013 GOALS AND OBJECTIVES**

1. Goal: Each patrol team will choose a City park to identify and address a quality of life concern that may exist. The focus of the goal will be the overall safety, beauty, and function of the park. This will be completed by June 30, 2013.

Status: Each patrol team has identified a city park and is developing an implementation plan.

Team One – Sierra Vista Park-RV parking and late night noise complaints from the basketball court.

Team Two – Sunny Slope Park-Cleanliness of the park and loitering in and around the park after hours.

Team Three – Bella Vista Park-Graffiti and gang activity.

Team Four – Sequoia Park-Loitering in the park after hours and late night noise.

2. Goal: Each patrol team will assign officers to ride along with a code enforcement officer for one regularly assigned shift. This will provide patrol personnel with a better understanding of the functions of a code enforcement officer and serve to enhance officer's own problem solving skills as it relates to the city's beautification efforts. This will be completed by June 30, 2013.

Status: One patrol officer has completed his ride along to date. Staffing shortages has pushed scheduling of the ride alongs to resume in January 2013.

## **Activity 3104-Investigations Bureau**

### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Part I Crimes Investigated	1,392	489
Part I Crime Clearance Rate	20%	21%
Suspected Child Abuse Reports Follow Up within One Business Day	100%	100%

### **2012-2013 GOALS AND OBJECTIVES**

1. Goal: Bureau Personnel will address public safety concerns related to AB109 (Parole Realignment through probation and parole/post-supervised release monitoring, public education, and interagency information sharing and enforcement.

Status: Investigations Bureau personnel conduct compliance checks on parolees and probationers located within the city limits, in coordination with LASD Parole

- Status: Investigations Bureau personnel conduct compliance checks on parolees and probationers located within the city limits, in coordination with LASD Parole Compliance Teams. On a weekly basis, updated information is received from LASD regarding AB109 early-release subjects. The Investigations Bureau continues to coordinate with the District Attorney's Office to address prosecution issues related to early release offenders.
2. Goal: The Investigations Bureau will conduct crime analysis to address trends. Analysis will include assaults, domestic violence, burglary, larceny, and auto thefts, in order to provide monthly crime trend information for patrol response, special enforcement efforts, and community education and enforcement efforts.
- Status: Analysis reports have been created to define trends in Burglary, Auto Theft/Recovery, Assaults, and various trends in property crimes. Investigations Bureau personnel are addressing crime trends through attendance at Neighborhood Watch meetings. Detectives recently met with employees at the F&A Federal Credit Union to educate employees about Robbery, Identity Theft and Fraud trends.

## Activity 3111-Animal Control Bureau

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of Dog Bites Reported	16	3
Impounded Animals (Strays Picked up/Counter)	600	667
Warnings/Citations	38	13
Injured Animals	120	79
Dead Animals Picked Up	300	192
Students in Educational Program	60	0
Response Time:		
Dead Animals (minutes/seconds)	13:00	16:35
Response Time:		
Injured/Sick Animals (minutes/seconds)	8:00	14:59

**Calls for Service:**

Animal Control Calls for Service	2,438	1,453
Calls Handled by ACO	1,830	924
Calls Handled by Officers.	318	130
Calls Handled by L.A. County*	290	399

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

**2012-2013 GOALS AND OBJECTIVES**

1. Goal: The Animal Control Bureau will launch a public education campaign about responsible pet ownership by distributing “doggie” waste bags and an information bulletin which will address topics such as proper care of pets, leash laws, and proper disposal of pet waste. This goal will be completed by June 30, 2013.

Status: The Animal Control Bureau in partnership with the Los Angeles County Department of Animal Care and Control and the Found Animals Organization launched a public education campaign via the City webpage, MPK TV, and the distribution of flyers and waste bags during daily patrols and at our annual pet clinic. The goal has been completed, however this program will continue through the remainder of the fiscal year.
2. Goal: The Animal Control Bureau will begin scanning stray dogs and cats for the presence of a microchip identification module which will provide pet owner information. This goal will be completed by June 30, 2013.

Status: In July of 2012 the Animal Control Bureau purchased two microchip scanners to be used by Animal Control and Records Bureau personnel. Personnel have been trained and the devices have been implemented. This budget goal has been completed, however the program will continue.

## Activity 3112-Communications Bureau

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Police Service Calls	33,472	17,628
Officer Observations	23,347	10,035
<b>Total Police Service Calls</b>	<b>56,819</b>	<b>27,663</b>
Animal Control Service Calls	2,438	1,453
Priority I Dispatch Time Emergency (minutes/seconds)	0:45	0:57
Priority II Dispatch Time Non-Emergency (minutes/seconds)	2:45	3:38
Priority III Dispatch Time Non-Emergency (minutes/seconds)	10:30	12:02
Priority IV Dispatch Time Non-Emergency (minutes/seconds)	5:50	29:04

### 2012-2013 GOALS AND OBJECTIVES

1. **Goal:** As part of the 9-1-1 telephone system upgrade, Dispatch personnel will update all emergency contact and telephone information. This will ensure the accuracy of all information entered into the new database, and enhance efficiency when making necessary notifications during emergency situations. This goal will be completed by June 30, 2013.  
  
**Status:** All phone numbers in the VESTA telephone system have been updated. The information will be added to the new phone system when it is installed.
  
2. **Goal:** Each Dispatcher will receive POST cultural awareness training. This will give the Dispatchers a better understanding in cultural diversity to improve their skills in providing services to our culturally diverse community. This goal will be completed by June 30, 2013.  
  
**Status:** Eight out of the nine Full Time Dispatchers and four out of the five Part Time Dispatchers have viewed the POST training video "Becoming Culturally Competent".

## Activity 3113- Jail Bureau

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Prisoners Booked (excluding fee paying)	900	504
Fee Paying Prisoners Booked	350	153
<b>Total Prisoners Booked</b>	<b>1,250</b>	<b>657</b>
Jail Revenue (fee paying)	\$85,000	\$37,751
Prisoner Satisfaction Rating	98%	97%

### 2012-2013 GOALS AND OBJECTIVES

1. Goal: Jail personnel will develop a quick reference guide to assist persons brought into the Monterey Park Jail facility who are in need of services such as homeless shelters, food and other community services upon release from the jail facility.

Status: Information has been gathered on several programs that are available to provide assistance to people in need. A brochure is being developed for final approval.
2. Goal: Jail personnel will attend training on identifying and assisting the mentally ill and developmentally handicapped that are brought into the jail facility.

Status: Jail staff is scheduled to attend training in February 2013 on how to better assist and identify people with mental illness in the jail facility.

## Activity 3114-Records Bureau

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Reports Processed	5,000	2,494
Traffic Citations Processed	7,950	3,300
Data Entry Completion (within 7 days)	100%	97%
Complaints Processed for Court (within 8 days)	100%	100%

### 2012-2013 GOALS AND OBJECTIVES

1. Goal: The Records Bureau will research and prepare an implementation plan to allow the public to obtain traffic collision reports via the internet. This will improve the efficiency of delivering service to the public as it allows to be obtained 24 hours a day. This goal will be completed by June 30, 2013.

Status: Records personnel visited neighboring police departments to research the various systems that are available for providing traffic reports on-line. Two systems were examined.

2. Goal: Each Records Clerk will receive POST cultural awareness training. This will give personnel a better understanding in cultural diversity to improve their skills in providing services to our culturally diverse community. This goal will be completed by June 30, 2013.

Status: To date, three clerks have participated in the training.

## Activity 3115-Computer Services

### 2012-2013 GOALS AND OBJECTIVES

1. **Goal:** The Computer Service Bureau will develop a gradual component and equipment replacement plan in order to replace outdated and out of service equipment while reducing the fiscal impact to the department. This goal will be completed by June 30, 2013.  
  
**Status:** Computer Services personnel conducted an inventory of all police department computers. A spreadsheet was created with computers needing immediate replacement identified. We will develop a replacement and implementation plan over a three year period.
2. **Goal:** The Computer Services Bureau will test the New World System CAD/RMS software upgrade for compatibility and system integrity. This upgrade will improve the extraction and processing of data used by the department. This goal will be completed by June 30, 2013.  
  
**Status:** The new software has been installed in the test server. The program is currently being evaluated.

## Activity 3120-Community Relations Bureau

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Tour of city Facilities (number of persons)	625	187
Neighborhood Watch Groups	70	60
Business Watch Groups	90	92
Monterey Park Citizen Patrol (MPCP) Hours Volunteered	3,825	3,253
Community Relations Volunteer Hours	3,920	3,200

## 2012-2013 GOALS AND OBJECTIVES

1. Goal: To bring awareness to the City's Alarm Permit requirements, the Community Relations Bureau will develop an information bulletin, to be distributed at Quarterly Block Captains meetings, Neighborhood and Business Watch meetings, emailed to all CRB contacts, and posted in the Cascades newspaper. This goal will be completed by June 30, 2013.

Status: Information bulletins have been created and distributed. This goal has been completed but is continually being reviewed to provide the most efficient content and maximize exposure to the community.

2. Goal: The Problem Oriented Policing Team (P.O.P. Team) will publish a monthly quality of life project list. This list will be made available to all Patrol, Traffic, and Detective personnel to assist them in addressing the public's concerns. This goal will be completed by June 30, 2013.

Status: Several items of concern are currently being tracked and evaluated for inclusion in the project list. Final completion of this goal is anticipated by March 2013.

**CITY OF MONTEREY PARK  
FIRE DEPARTMENT  
MID YEAR REPORT**

**Activity 3201 – Fire Administration**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Grant Awards: (SHSGP, UASI, Measure B)	\$31,880	\$44,880

FY2012-13 includes proposed 2011 UASI (\$31,880); FY2011 SHSGP (\$13,000).

**2012-2013 GOALS AND OBJECTIVES**

1. Goal: Work with Management Services to interface the Fire Department’s staffing software system, “Telestaff,” with the Finance Division’s online timecard system to streamline timecard processing.  
  
Status: Finance has projected going live with the on-line timecard system in the Fire Department in January. In preparation of this project, staff has been working to develop a payroll report to export Telestaff data directly to Finance and the on-line timecard system.
  
2. Goal: Research software programs available for opportunities to improve or enhance tasks that are currently being done manually, such as statistics and data gathering, cost reporting, and records management.  
  
Status: The Department initiated the services of a vendor to automate, develop, and update the Fire Department’s Standard Operating Policies and Daily Training Bulletins through a web-based software system. This will ensure policies are developed and updated according to Federal, State, and local laws, industry standards, case law and the Department’s mission.
  
3. Goal: Complete development of the City’s Emergency Operations Plan (“Plan”). The comprehensive nature of this document to address all City needs during a large scale disaster, including Evacuation, Special/Functional Needs Population, Animal Care, Emergency Shelters, and Disaster Recovery, requires time to obtain all data and ensure its accuracy.

Status: The final draft of the Emergency Operations Plan has been completed and is under City staff review before submittal to the Federal Emergency Management Agency (FEMA).

## Activity 3205 – Fire Prevention

### PROGRAM MEASUREMENTS

<u>Fiscal Year</u>	<u>Budget Projection</u>	<u>Year-to-Date</u>
Plans Checked	179	105

#### Inspections

New Construction	350	165
Commercial	1400	402
Haz Mat	20	8
Industrial Waste	310	155
Residential	275	200
New Business Inspections	225	160
Re-inspection	725	250
Fire and other Investigations	180	81

#### **Cost Recovery Programs**

##### Fiscal Year

Fire Inspections (Including Annual Business Inspections) Started in 2007-2008	\$125,000	\$22,901
Plan Checks	\$60,000	\$38,208
Permits	\$42,800	\$6,164
Industrial Waste	<u>\$85,000</u>	<u>\$48,945</u>
Total Revenue Collected	\$312,000	\$116,218

## 2012-2013 GOALS AND OBJECTIVES

1. Goal: Include Fire Prevention to the Fire Department's Telestaff program to increase accountability and accurate staffing reports and electronic processing of payroll.

Status: Staff is currently developing the work codes to be used by the Telestaff program to track employee staffing. Project is ongoing.

2. Goal: Work with fire suppression personnel in an effort to increase the recruitment of local members to its fire explorers program.

Status: Staff has operated booths during community events and has encouraged current explorers to participate in recruitment. Staff will schedule meetings with prospective groups at the local high school and will continue our outreach program to interested students within the targeted age group. This goal is currently underway and will be ongoing from this point forward.

### **Activity 3210 – Emergency Operations**

#### PROGRAM MEASUREMENTS

#### EMERGENCY ACTIVITY SUMMARY

<u>Fiscal Year</u>	Budget	Year-to-Date
<u>Types of Fire Incidents</u>	<u>Projection</u>	
Residential	87	62
Commercial	5	1
Industrial	1	0
Brush/Grass	22	10
Trash/Other	17	5
Vehicle	<u>28</u>	<u>8</u>
Total Fire Incidents	160	86

#### Fiscal Year

#### \*All Emergency Incidents

Fire	158	86
EMS	2944	1446
Public Assist	180	84
Smoke	11	8
Haz Mat	74	35
False Alarms, Good Intent, and	773	295

Cancelled En Route		
**Other Misc. Incidents	46	21
Total Emergency Incidents	4186	1975

\*Data source – FireHouse RMS

\*\* 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	724	234
Auto Aid/Mutual Aid Received	554	193
Total Automatic/Mutual Aid	1,278	427

**Average Response Times\***

EMS Calls	5:04	5:03
Fire Calls	5:25	5:13

\*Data Source – Verdugo Communications

Figures shown are an average of the emergency responses over a one year period. The slight increase in these figures is the result of adding in turn-out time to the equation. The figures now illustrate the time from dispatch to the time the first fire unit arrives on scene.

**Volunteer Hour**

Hours Donated by Reserves	16,800	8,400
Hours Donated by Explorers	3,600	1,800

**NON-EMERGENCY ACTIVITY SUMMARY**

**Training Hrs – Non-Medical**

In-Service Training	21,500	10,000
Outside Officer Training	3,300	1,100
Specialty Courses/Seminars	1,100	400
Total Hours	25,900	11,500

**2012-2013 GOALS AND OBJECTIVES**

1.     **Goal:**    Develop a Fire Department Vehicle Replacement and Maintenance policy for the City Council to adopt. This program will help identify and forecast preventive maintenance needs, apparatus and vehicle replacement schedules, and financing needs.  
  
           **Status:** The plan is complete and will be presented to the City Manager.
  
2.     **Goal:**    Implement the IIPP (Injury & Illness Prevention Program), which includes incorporating NFPA standards for physical fitness and CalOSHA occupational safety requirements in this year’s bi-annual physicals.  
  
           **Status:** This is an ongoing program. We currently have an IIPP and will be adding standards for bi-annual fitness evaluations which includes working in conjunction with Santa Ana College and Glendale Adventist Hospital.
  
3.     **Goal:**    Facilitate the completion of Level II Fire Officer classes. In addition, develop a program with the local community colleges for fire personnel to achieve college credit for these classes.  
  
           **Status:** Level II Fire Officers will be held starting in February after the completion of the Captain’s promotional exam. A local Instructor has been retained that will be providing the training.

**Activity 3220 – Emergency Medical Services**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b><u>Ambulance Membership</u></b>		
Residential Subscribers	2,234	2,240
<b><u>Medical Training/ Continuing Education Hours</u></b>		
Paramedics	750	375
Emergency Medical Tech	<u>700</u>	<u>350</u>
Total Hours	1,450	700

## **2012-2013 GOALS AND OBJECTIVES**

1.     **Goal:**     In conjunction with the UCLA Center for Pre-hospital Care, continue participation as one of six Fire Departments in Los Angeles County in a CPR effectiveness study. The purpose of this study is to ensure treatment practices and procedures are the most beneficial to the patient.  
  
          **Status:**   The fire department is currently participating in the study. We are one of five fire agencies in L.A. County participating. Initial study results have been quite positive. We have just received our first quarter results and the performance reviews have been positive for the crews that have had a full arrest response.
  
2.     **Goal:**     Participate in the “Best Practices” study; phase II, being conducted by the Los Angeles County Department of Health Service and UCLA. Phase II focuses on patient safety to determine the levels of service quality and appropriate pre-hospital care intervention as compared to other agencies.
  
3.     **Status:**   The “Best Practices” study has been placed on hold by UCLA. The CPR Study has taken precedence. Upon completion and publication of the CPR Study, the “Best Practices” study will resume incorporating all phases of Prehospital care delivery.

**City of Monterey Park  
Public Works Department  
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	\$115,000	\$119,015
Fixed-Route Transit:		
Total Passengers	380,000	370,117
Passenger per Revenue Service Hour	20.32	19.79
Cost per Passenger	\$2.78	\$2.85
Employee Transportation Program:		
Average Vehicle Ridership	1.28	1.24
% of Employees Ridesharing	29%	26%

**2012-2013 GOALS AND OBJECTIVES**

1. Goal: Update the 2010 Transit Restructuring Plan and implement changes to improve service efficiency.
  2. Status: The Environmental Commission in partner with the Traffic Commission are preparing to hold a Transportation Summit in February 2013 to solicit public feedback on public transit deficiencies. Information collected from public outreach efforts will be incorporated into restructuring plan.
  3. Goal: Participate in the State Route 710 EIR/EIS Technical Advisory Committee (TAC) and ensure that the project stays on schedule.
- Status: Staff is continuing to attend TAC meetings and assisting Metro consultants with data collection efforts.

## Activity 4202 – Street Maintenance

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Roadway Maintenance:</b>		
Slurry Seal (Sq. Ft.) Preventive Maintenance (14-year cycle)	2,485,648	0
<i>This program prolongs the life of the roadway and provides a smooth riding surface.</i>		
Potholes Repaired	4,500	1,739
Utility Cuts Repaired (new)	35	24
<i>This program makes permanent repairs to the roadway after water services are installed.</i>		
<b>Sidewalk Maintenance:</b>		
Sidewalk Repair (Sq. Ft.)	3,000	1,571
<i>This program eliminates trip hazards in the right-of-way by cutting tree roots and constructing new sidewalk sections.</i>		
Sidewalk Grinds	200	188
<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>		
<b>Curb and Gutter Maintenance:</b>		
Curb and Gutter Repair (Ln. Ft.)	125	158
<i>This program repairs curb and gutter that impede the flow of water or causes pooling.</i>		
<b>Misc. Maintenance</b>		
Bus Shelters Pressure Washed	400	91
Shopping Carts Picked Up	750	193
Tree Wells Cleaned	350	contracted
Signs Removed from Right of Way	1,500	76
Boulevard Pots (weekly watering)	6,032	2,011

## 2012-2013 GOALS AND OBJECTIVES

1. Goal: Due to the combination of the asphalt and the concrete crews, the division will cross-train staff for the root pruning and grinding program to improve time and personnel management.

Status: We have trained several employees and will continue to schedule and train others when possible.

### **Activity 4203 – Storm Drain Maintenance**

#### PROGRAM MEASUREMENTS

	Budget <u>Projection</u>	<u>Year-to-Date</u>
<b>Storm Drain Maintenance:</b>		
Number of catch basins and grates cleaned annually	1,750	487
Miles of lines cleaned annually	14.5	6
<b>Slope Drain Inspection Program:</b>		
Number of slope drains inspected (this includes re-inspections)	11	0
<i>Slope drains are inspected annually to insure unrestricted flow of storm water from properties.</i>		

## 2012-2013 GOALS AND OBJECTIVES

1. Goal: Send letters to property owners regarding the proper maintenance and repair of slope drains on private property to eliminate the possibility of slope failures.

Status: We are crafting a notification to hand out to residents with slope drains to encourage the repair and maintenance of their slope drains prior to the rainy season.

2. Goal: Increase the frequency of the cleaning schedule of the storm drains with structural inserts and retractable grates. Debris block the grates from the flow of water.

Status: We have identified the retractable grates and inserts as “A”, “B”, and “C” according to the amount of debris generated at these locations. Catch basins rated “A” are cleaned three times during the rainy season, grates rated “B” are cleaned once during the rainy season and once during the dry season, grates rated “C” are cleaned once a year.

## Activity 4204 – Sanitary Sewer Maintenance

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Main Line Cleaning:</b>		
Miles of main lines cleaned	100	32.0
<i>Sewer lines are cleaned annually to remove any restrictions to flow.</i>		
Miles of Problem Lines Cleaned	30	17.0
<i>These lines have been determined to have a frequent build-up of debris that may cause possible restrictions.</i>		
<b>Sewer Stoppages:</b>		
Number of sewer stoppages	8	54
Percentage of stoppages responded to within one hour after normal working hours.	100%	100%
<b>Video Taping:</b>		
Number of linea feet of video taped	45,000	40,000
<i>This program is designed to check the sewer system for current and potential problems and assist in future maintenance planning.</i>		

### 2012-2013 GOALS AND OBJECTIVES

1. Goal: Complete third phase of signage at manholes in easements. Many signs have been destroyed and it is important that residents are educated about the importance of keeping manholes accessible.

Status: We have identified five additional manholes this year and installed signage. This gives us a total of 14 manholes identified and posted in the past three years. We will continue to search and identify manholes in easement areas.

## Activity 4205 – Street Cleaning

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Number of Complaints:</b>	5	5

*Reflects the number of problems reported by residents.*

### 2012-2013 GOALS AND OBJECTIVES

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

Status: In progress at this time will locate a map that includes alleys and copy and send to sweeping contractor.

## Activity 4206 – Traffic Control

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Street Painting:</b>		
Miles striped	250	77
Crosswalks repainted	300	35
<b>Sign Maintenance:</b>		
Stop signs replaced	150	39
Regulatory and warning signs replaced	1,200	281
Number of new stop sign installations	3	0
Regulatory and warning signs maintained	1,800	352
Percentage of safety related regulatory signs replaced with either temporary or permanent signs within 1 hour of notification	100%	100%
<b>Traffic Work Orders:</b>	30	11

**2012-2013 GOALS AND OBJECTIVES**

1. Goal: Cross-train other sections on the operation of the striper equipment. Due to reduction in staffing, employees are often temporarily re-assigned to take over work in other divisions.

Status: We have cross trained two others and will continue to train others as scheduling permits.

**Activity 4207 – Street Lighting**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Street Light Maintenance:</b>		
Number of Street Lights Re-lamped	100	40
Service Requests		
Received	8	12
Completed	8	10

**2011-2012 GOALS AND OBJECTIVES**

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

Status: There have been new street lights added on Garfield. We will renumber all city street lights. When the new Electrician is hired this project will be completed.

**Activity 4208 – Refuse Collection**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Curbside service accounts	14,291	14,294
Bin service accounts	1,075	1,074
City hauler tons collected (Self-hauled tons not included)	51,500	24,815
AB 939 diversion rate (year reported)*	3.5	3.4
Tons per capita. Target is 5.0 tons per person.	(2011)	(2011)

**2012-2013 GOALS AND OBJECTIVES**

1. Goal: Explore the collection of food waste that makes up a large proportion of the waste stream. New technology that reduce odor can make food waste collection a viable program.

Status: We are discussing with Athens representative regarding feasibility of food waste collection program in October 2013 when the Puente Hills landfill closes.

2. Goal: Look for opportunities to increase recycling in the commercial sector with the advent of AB341 that mandates marketing recycling programs to the business community.

Status: Articles were published in Cascades regarding mandates of AB341. We will continue community-wide recycling outreach efforts via City events such as Floral Festival and Earth Day.

**Activity 4209 - Administration**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Bulky Items</b>		
Notice of Violations Issued	450	331
Citations Issued	3	0

**2012-2013 GOALS AND OBJECTIVES**

1. Goal: Improve the efficiency of limited clerical staff to support 4 divisions: Engineering, Streets, Water and Parks.

Status: Engineering support staff is working closely with staff from the City Yard to coordinate tasks and reduce duplication.

## Activity 4210 – Building Maintenance

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Number of Service Requests:</b>		
<i>Service requests originate from City departments.</i>		
Received	550	186
Completed	530	179
<b>Number of Special Work Orders:</b>	3	0
<i>Special work orders are for services that go beyond the scope of normal maintenance.</i>		

### 2012-2013 GOALS AND OBJECTIVES

1. Goal: Study the feasibility of adding a second toilet to the men’s restroom in the lobby of City Hall. One toilet is insufficient for large groups that attend City functions.

Status: Our study has found that we can modify the existing restroom area to accept a second toilet. We have submitted plans to Engineering for design and will request as a Capital Improvement Project for 2013-2014.

## Activity 4211 – Motor Pool Shop

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of preventive maintenance services	360	130
Number of smog checks completed	30	30
Compressed natural gas (CNG) purchased (in 100 cubic feet)	5,000	2,326
Average price per gallon of unleaded fuel	\$4.01	\$3.84
Average price per gallon of diesel fuel	\$3.85	\$3.72

## 2012-2013 GOALS AND OBJECTIVES

1. Goal: Identify courses and enroll in Original Equipment Manufacturer (OEM) vehicle advanced systems training.

Status: Staff has attended A C Delco, Exmark, Stihl, and Motorcraft classes.

2. Goal: Create an online reservation system for department's various vehicle needs.

Status: The development of the reservation system is in progress.

### **Activity 4212 - Engineering**

#### 2012-2013 PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Capital Improvement Projects (CIP) commenced and/or completed	10	22
Dollar value of CIP projects completed (\$ millions)	2.5	1.6
Subdivisions Processed:		
<i>Tentative Tract Maps</i>	1	0
<i>Tentative Parcels Maps</i>	1	0
<i>Final Tract Maps</i>	1	0
<i>Final Parcel Maps</i>	1	0
<i>Lot Line Adjustments Reviewed</i>	0	2
Conditional Use Permits Reviewed	5	0
Variances Reviewed	0	0
Site and Plan Checks for Building Permits	100	27
Concrete, Excavation, Utilities, Transportation, Sewer, Water, Undergrounding Permits Issued	160	96
Grading Permits Issued	15	7
Traffic Engineering Issues Investigated	40	20

**2012-2013 GOALS AND OBJECTIVES**

1. Goal: Complete street and sidewalk improvements on Collegian Avenue and Floral Drive to complement the new Transit Center and ELAC’s campus improvements.

Status: Project was awarded to EC Construction in October 2012 and anticipated to be completed in February 2013. Floral Drive from Ridge Crest Street to Atlantic Boulevard is scheduled to be resurfaced in December 2012 as part of the Various Street Resurfacing project awarded to Sully-Miller Contracting Company in August 2012.

2. Goal: Complete Bike Trail Master Plan utilizing consultant services.

Status: Staff has submitted a request to Metro for TDA funding allocation. In addition, the City has partnered with the San Gabriel Valley Bicycle Coalition to submit a grant application to the Dept. of Public Health. The proposed project will provide for bike plans for 5 participating cities and has succeeded to the final review.

**Activity 4220- Administration**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Water Rates:</b>		
Surrounding agencies – average monthly (350 gallons/day, with ¾” meter)	\$69.05	\$72.50
Monterey Park – average monthly (350 gallons/day, with ¾” meter)*	\$41.12	\$43.18
Customer savings	32%	32%

\* Includes water treatment surcharge.

**2012-2013 GOALS AND OBJECTIVES**

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

Status: We are continuing 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>
<b>Meter Exchange Program:</b>		
Meters changed ¾" – 2"	1,200	140
<b>Large Water Meter Installation/ Upgrades: 3" – 8" meters</b>		
Meter installation upgrades	4	2
Total meters installed to field-testable and/or field-repairable standards	89	91
<b>Water Turn-ons and Turn-offs:</b>	1,900	726
<b>Work orders completed:</b>	6,600	2,403

### 2012-2013 GOALS AND OBJECTIVES

1. Goal: Upgrade Meter Routes 41 and 40 to Automated Meter Read Routes (AMR) in order to more quickly identify leaks and meter problems.  
  
Status: Ongoing; expecting completion by the end of the fiscal year.
  
2. Goal: Replace and upgrade two large meter vaults (800 block of El Repetto Dr. & 2600 block of Corporate Place).  
  
Status: Vaults delivered and will be installed by the end of the fiscal year.

## Activity 4222- Water Production

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Water Production:</b>		
(Acre-feet/year)	9,184	4,787
(Million gallons/year)	2,992	1,559
(Million gallons/day)	8.20	8.48

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Well Water Electrical Efficiency Operational Testing Program:</b>		
Number tested (12 total sites, 9 operable wells)	8	0
<b>Cathodic Protection System Testing Program:</b>		
Number tested (5 sites total, 8 reservoirs)	8	0

### 2012-2013 GOALS AND OBJECTIVES

1. Goal: Install a water purification system for the Delta Plant Laboratory.  
 Status: Evaluating manufacturers; will be completed by the end of the year.
2. Goal: Install a fire hydrant on the 24-inch transmission line at the Delta Plant.  
 Status: Currently planning and scheduling; will be completed by the end of the year.
3. Goal: Brush, bail and redevelop Fern Well.  
 Status: Completed. 1,000 GPM capacity has been added to the system.

### **Activity 4223- Water Distribution**

#### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Water Valve Exercising:</b>		
Valves exercised	1,450	390
2,036 valves should be exercised annually	70%	19%
New Water Services Installed:	40	13
Water Services Repaired:	50	24
Water Mains Repaired:	30	12
Gate Valves Repaired:	12	2

### **2012-2013 GOALS AND OBJECTIVES**

1. Goal: Replace 5 aging and unsafe fire hydrants with modern, safer substitutes that will comply with city codes.  
  
Status: Ongoing; 2 have been completed and 5 will be replaced by the end of the fiscal year.
2. Goal: Install 3 new water main blow offs per year at dead ends (129 total remaining) to help ensure good water quality within the distribution system.  
  
Status: Ongoing; 1 has been installed and 3 will be completed by the end of the fiscal year.
3. Goal: Replace aging, 3-inch manifold (9 meters) at the 100 block of N. Garfield Avenue at E Garvey Avenue.  
  
Status: Completed.

### **Activity 4226- Well 5 VOC Treatment Plant**

#### **2012-2013 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 25% complete. Awaiting CDPH decision on 1,4-Dioxane and funding.

### **Activity 4227- Well 12 VOC Treatment Plant**

#### **2012-2013 GOALS AND OBJECTIVES**

1. Goal: Apply UV-blocking coating to the Air Stripping Tower to prevent biogrowth.  
  
Status: RFP is being developed and expected to be awarded and completed by the end of the fiscal year.
2. Goal: If needed, change out 22,000 pounds of vapor off-gas activated carbon to ensure compliance with AQMD standards.  
  
Status: Completed.

## Activity 4228- Delta Perchlorate Treatment Plant

### 2012-2013 GOALS AND OBJECTIVES

1. Goal: Install 50-micron pre-filters to eliminate the possibility of small particles of debris, or fines, from entering the system and fouling the removal media.

Status: Completed.

## Activity 4233- Water Interconnection/Purchase

### 2012-2013 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	1,984
Street Trees Planted	50	22
Street Trees Removed	45	75
Service Requests	250	108

### 2012-2013 GOALS AND OBJECTIVES

1. Goal: Complete another renovation on east Garvey at Florence Ave. This program not only provides improved aesthetics, but uses more water efficiency irrigation systems and drought tolerant plant material.

Status: A contractor has been selected for the hard scape and Park's staff will begin the demolition portion. Project should be completed by June 2013.

## Activity 6517- Parks

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Park Service Requests	15	20
Acres of Park Maintained under Adopt-A-Park	2.0	0
Number of Special Projects	12	8

### 2012-2013 GOALS AND OBJECTIVES

1. Goal: Continue implementing special projects that average one per month. These projects enhance the overall beauty of the City and use drought tolerant plant material and water efficient irrigation.

Status: We are slightly ahead of our goal to this point. We will continue to do more projects and fulfill this goal by June 2012. The areas we have worked on are in Downtown, South Garfield, City Hall, Library, East Garvey, Barnes Park and two *Clean-Up Days*.

**City of Monterey Park  
Monterey Park Bruggemeyer Library  
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**Activity 6001 – Administration**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Library Volunteer Hours	11,500	6,400
Grants Awarded (Number)	3	3
Grants Awarded (Amount)	\$20,000	\$139,000 <sup>1</sup>
Fundraising (Foundation)	\$20,000	\$18,500 <sup>2</sup>
Fundraising (Friends)	\$9,000	\$3,000 <sup>3</sup>

<sup>1</sup> Budget Projection was intentionally low due to uncertainty over whether State Library and federal funding of Literacy programs would continue and to what extent

<sup>2</sup> Amount includes a \$12,000 donation and \$6,500 raised at the Gala on September 15

<sup>3</sup> Proceeds from the Friends Bookstore

**2012 - 2013 GOALS AND OBJECTIVES**

1. Goal: Provide opportunities for staff to acquire new skills and expand knowledge of new resources and technologies and increase staff efficiency by cross-training to better serve library patrons.

Status: Utilizing library trust account funds, staff have participated in numerous workshops, webinars and conferences to increase their knowledge of current and innovative library practices and emerging technologies to meet the ever-changing needs of the public.

2. Goal: Increase collaborative and creative efforts by library supporters – individuals and groups – to raise funds to provide up-to-date books, media and databases to meet the educational, informational and entertainment needs of the community.

Status: The Library Foundation has pledged \$16,000 for the upcoming year to purchase new materials including \$6,400 for e-books, \$9,000 for books and supplies and \$600 towards new releases DVDs which will provide more selections and options for library users. An additional \$6,500 was raised at the Foundation’s annual Gala on September 15. The Friends of the Library group continues to raise funds through its Bookstore and provide funding for library programs and activities.

3. Goal: Improve the aesthetics of the library's interior to include more art and cultural exhibits and displays to enhance the experience for those who visit and use the library.
- Status: Library staff regularly curate exhibits and displays of art and information from local artists and community organizations and decorate the library's walls and windows with colorful paper cutouts and posters. These efforts create a lively and interactive experience for library patrons.

### Activity 6002 – Reference and Adult Services

#### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Reference Transactions	10,000	5,137
Adult/YA Programs Presented	1,800	142 <sup>1</sup>
Adult/YA Programs Attendance	20,000	3,733 <sup>2</sup>

<sup>1</sup> Adult/YA Programs Presented YTD Projection is low due to the previous inclusion of the number of literacy programs. Literacy and Reference/Adult Services statistics are now separated.

<sup>2</sup> Adult/YA Programs Attendance YTD Projection is low due to the previous inclusion of literacy program attendance. Literacy and Reference/Adult Services statistics are now separated.

#### 2012-2013 GOALS AND OBJECTIVES

1. Goal: Build partnerships with local schools to better serve teens by acquiring recommended reading lists, researching assignment subjects and aligning the Young Adult library collection to support the school's curriculum.
- Status: During the first half of the year more classics and e-book classic titles from our local schools' reading lists have been purchased for the collection to ensure more students have the titles needed for school assignments. Teen Services has acquired new recommended reading lists.
2. Goal: Develop a community wide reading program, California Reads, with grant funding working in partnership with the California Center of the Book, Cal Humanities and Monterey Park agencies and organizations to bring the community together in public conversations on the nature and needs of democracy.

- Status: The library completed a successful California Reads program working cooperatively with diverse Monterey Park agencies and organizations that included the Japanese American Senior Citizen Club, the Historical Society, the Democratic Club, Kiwanis Club, the United Democratic Club, the Friends of the Library, Mark Keppel High School, the Art and Culture Commission and others.
3. Goal: Implement and promote an e-book collection that includes Reference Books and a list of free downloadable e-books for the public to access 24/7 from the library's website.
- Status: New reference e-books were purchased and will soon be available 24/7 on the library's website. Meeting the demands of the public, new adult fiction and nonfiction e-books were purchased to launch the library's new e-book collection on the Axis 360 Magic Wall using the Blio app.

### Activity 6003 – Technical Services

#### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Book Titles Added	2,700	1,927
Audio-Visual Titles Added	<u>300</u>	<u>360</u>
Total Cataloged Titles Added	3,000	2,287
Cataloged Books Added	4,800	1,941
Cataloged Audio-Visual Added	270	286
Government Documents Added	<u>480</u>	<u>241</u>
Total Cataloged Items Added	5,500	2,468
Total Uncataloged Items Added	0	0
Total Items Purged	8,200	2,544
# of Materials Borrowed From Other Libraries	70	95
# of Materials Other Libraries Borrowed	100	48
Total All Items	186,000	175,946
Total All Cataloged Titles	150,400	145,907

## 2012-2013 GOALS AND OBJECTIVES

1. Goal: Continue to take advantage of the E-rate discount rate to maintain fast Internet connections to meet the demands of the library computer users.  
  
Status: The Library was awarded the E-rate discount from July 2012 - June 2013, realizing a savings of \$28,492.80 on Internet service. This allows the Library to bring up Internet speed from 5 mpbl to 75 mpbl to meet the increasing demands of patrons.
  
3. Goal: Expand Shelf Ready/ pre-processed book purchases so that new materials can be made available to the public sooner.  
  
Status: The Library is using Baker and Taylor and McNaughton for shelf ready books. After investigating various vendors, the Library will continue to use the combination of existing vendors and staff to process and catalog new library materials. Processing and cataloging of bestsellers and children's books are expedited, making them available to the public sooner than before.

### **Activity 6004 – Circulation Services**

#### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Total Items Circulated	380,000	157,543
Item Circulated Per Capita/Year*	5.84	2.42
Weekly Hours of Opening	38	38
User Visits Per Day	1,646	1,341
Total User Visits Per Year	400,000	162,300
New Cardholders Registered	5,500	1,978
Library Cardholders	65,500	52,212
# of Requests for Items Checked Out	3,800	1,091
Overdue Notices-Processed	8,000	3,119

\*Based on population figure of 61,153

## 2012-2013 GOALS AND OBJECTIVES

1. Goal: Research new technologies in patron self checkout to expedite customer service.  
  
Status: Circulation staff assists patrons new to the self checkout machine by explaining features available such as language options. Research on enhancements to our current technology is being evaluated.
  
2. Goal: Expand staff cross training emphasizing public desk areas ensuring efficient customer service to the public during a time of reduced staffing.  
  
Status: The library is broadening the scope of staff training to include public desk coverage training in all departments to provide excellent service during reduced staffing.
  
3. Goal: Develop a new customer service approach to better meet the increasing demands staff face due to an expanding use of library services by the community.  
  
Status: Staff has explored and will be attending workshops and/or webinars related to specific areas of customer service such as dealing with difficult patrons with the intent of creating a superior library service team delivering a positive image for the library and the City.

### **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	17,049
Number of Tutors	125	91
Number of Tutor Volunteer Hours	3,760	2,466
Number of Tutors Trained	75	55

## 2012-2013 GOALS AND OBJECTIVES

1. **Goal:** Enhance the literacy program to include high school diploma and GED computer classes to meet the critical needs of the adult learners who wish to become employed.  
  
**Status:** Staff is researching current requirements for GED and High School testing through the California Department of Education and have requested additional information from an education consultant on how to apply for funding to support high school diploma program and GED testing.
  
2. **Goal:** Create partnerships with other community programs that will assist in extending literacy assistance to middle and high school second language learners at school sites.  
  
**Status:** LAMP and Project NEO, a nonprofit organization, created the highly successful afterschool library tutoring program, Reading Rockets, to support literacy skills for elementary students and plan to extend the program to middle schools students to support literacy skills.
  
3. **Goal:** Expand the literacy core collection of English as a Second Language and Citizenship Preparation materials that provide instructional lessons on health, finances, workplace technology, American History and Government and fiction and nonfiction literature.  
  
**Status:** Staff have begun discarding outdated literacy materials and started selecting Workplace Literacy and American History books. Literacy reading materials in finances, government, and fiction and nonfiction literature are still being researched for appropriate content and context related to ESL levels.

### **Activity 6006 – Children’s Services**

#### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Reference Transactions (Children’s)	10,600	7,116
Children’s Reading Programs	395	226
Children’s Reading Programs’ Attendance	8,600	5,509

## **2012-2013 GOALS AND OBJECTIVES**

1. Goal: Acquire children's e-books to enhance science, technology and picture book collection for elementary school students.

Status: Approximately 250 children's e-books have been acquired including children's interactive audio/picture e-books, children's fiction and non-fiction e-books, preschool-aged fiction and easy readers, and about 30 Spanish language e-books. Children's staffs have demonstrated to patrons how to access these interactive colorful e-books from the Magic Wall on the library's website.
2. Goal: Create educational programs by partnering with other City departments to broaden the scope of the existing children's services to local youth and their parents.

Status: Working from a referral from the City's Water Department, staff arranged for a representative from the San Gabriel Valley Municipal Water District to present a water conservation workshop to teens and their parents. More programs are in the planning stages, with staff partnering with the Kiwanis Club and American Red Cross on an earthquake preparedness workshop as well as the Fire Department for a fire safety talk to young children and teens.

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Recreation & Community Services Department  
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**Activity 6502 – Facilities Supervision**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year- to-Date</u>
Gymnasium (daily avg. )	101	95
Hours of Facilities Use –		
Youth Group	780	387
Private Group	795	374
Facility Reservation	145	91

**2012-2013 GOALS AND OBJECTIVES**

1. Goal: Develop winter and spring youth camp and tournament to coincide with school district's breaks.

Status: In progress.

**Activity 6503- Aquatics**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year- to-Date</u>
Total Number of Users	64,000	37,341
Instructional Class Attendance	2,150	1,810
Hours of Use by:		
Instructional Classes	770	745
Private Groups	1,600	150
School Groups	1,700	360

Public Swim	500	470
% of Operating Expenses Defrayed by User Fees	27%	18%

**2012-2013 GOALS AND OBJECTIVES**

- Goal: Complete capital improvement projects at George Elder Pool including LED lighting and new filter system for wading pool.

Status: Completed
- Goal: Incorporate new ramps and lifts at both George Elder Pool and Barnes Pool to meet new ADA Guidelines.

Status: In progress to be completed by January 2013

**Activity 6505- Langley Senior Center**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year- to-Date</u>
Sr. Citizen Lunches served	29,000	11,344
Home Delivered Lunches	14,000	4,889
Volunteer Hours	37,700	17,000
Education & Recreational Classes Attendance	96,300	41,000
Health Care Screenings	2,900	1,300
In Home Care Contacts	2,800	1,165
Trips & Tours	890	490
Billiards, Table Tennis, Exercise Machines	90,000	42,000

**2012-2013 GOALS AND OBJECTIVES**

1. Goal: Develop tracking system of emergency information for senior volunteers.  
 Status: On-going – Currently database has over 100 names and addresses of volunteers along with all dial a ride contacts updated.
  
2. Goal: Provide two fire drills to expand safety procedure education and create escape route maps to improve patron safety.  
 Status: Fire drills are scheduled for late January and March.

**Activity 6506- Day Care**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Barnes Child Care Center Average Daily Attendance	38	25
% of Operating Expenses Defrayed by C.D.B.G. Grant	0%	0%
% of Operating Expenses Defrayed by User Fees	100%	100%
Enrollment- School Year		
Subsidized	0	0
Non Subsidized	38	25
% of Children Receiving H.U.D. Subsidy	0%	0%
Enrollment- Summer	65	58
Enrollment – Tiny Tots/Summer	84	72
Enrollment – Tiny Tots	68	57

**2012-2013 GOALS AND OBJECTIVES**

1. Goal: Introduce monthly workshops on bullying. The workshops will include discussion of cases and consequences of teasing and bullying classmates.

Status: Ongoing - through the combined efforts of our staff and student volunteers, we continue to have weekly discussion groups to help our school-age kids have a better understanding on what is considered bullying. We have seen a positive change in the way the daycare kids handle problem solving situations.

**Activity 6507- Recreational Activities**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year to Date</u>
Adult Sports Teams	302	140
Specialized Recreation- Activities Enrollment:		
Youth	3,247	844
Adult	1,289	1566
Total Activity Revenue Collected	300,600	150,359
Number of Free Summer Lunches Served	17,000	12,173

**2012-2013 GOALS AND OBJECTIVES**

1. Goal: Continue networking with offsite vendors to expand the leisure class program and revenue associated with it.

Status: Staff continues to set up meetings and pursue new opportunities with offsite vendors, utilizing their business space for leisure classes.

2. Goals: Maintain maximum capacity for facilities associated with the leisure class programs.

Status: Staff has an ongoing effort to maximum usage of all available facility space in order to maintain the high level of revenue available to space available.

## Activity 6508 – Community Participation

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year- to-Date</u>
Total Number of Volunteer Hours	31,000	19,751
Number of Community Service Court Allocated/Referral Volunteers	75	42
Number of Regular Volunteers	500	376
Estimated Savings to City for Volunteer Hours Based on National Standard Rate (\$18.01 per hour)	\$558,310	\$404,720
Total Number of Special Events	25	12
Number of Clubs, Groups and Organizations Participating in Special Events	45	27

### 2012 – 2013 GOALS AND OBJECTIVES

1. Goal: Recruit and work with local high school clubs, to create partnerships with event committees such as the July 4<sup>th</sup> Committee. Partnerships will be utilized to further enhance events and volunteer opportunities.

Status: Staff continues outreach to local school organizations to help enhance community involvement and volunteerism.

## Activity 6509 – Media Productions

### PROGRAM MEASUREMENTS

	<u>Budget Projected</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

### 2012-2013 GOALS AND OBJECTIVES

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

Status: Completed. Created new electronic communications products such as the email newsletter and official city Twitter feed; established electronic mailing lists for newsletter, agendas and news releases on city website.
2. Goal: Coordinate with other city departments to establish an official City Twitter feed and a ‘Fan’ Facebook page that meets Brown Act requirements.

Status: Ongoing – Established Official city Twitter feed.

## Activity 6511- Langley Center

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Dial-A-Ride		
Senior Passengers	16,300	12,848
Handicapped Passengers	5,200	2772
Transit Miles	53,000	19,125
MTA Passes/Stamps & MTA Tokens (5,000)	4,500	1,747
Taxi Coupons	325	156
Senior Citizen Specialized Trips	220	45

### 2012-2013 GOALS AND OBJECTIVES

1. Goal: Computerize Dial-A-Ride dispatch desk to better increase customer service through staff efficiency. Update Recreation and Community Services website to include public transportation services/choices for community seniors and disabled persons to help with their transportation needs.

Status: In progress – the Dial-A-Ride dispatcher has taken computer classes and is awaiting the lobby desk remodel to move equipment.