



# **MID YEAR REVIEW REPORT**

**City of Monterey Park**

**Fiscal Year 2011 - 2012**

**Mid Year Review Report  
For the 2011-12 Fiscal Year**

**Table of Contents**

	<u>Page</u>
<b>MIDYEAR REVIEW REPORT</b>	
Midyear Budget Report.....	i - xi
<b>REVENUE DETAIL SECTION</b>	
Summary of Revenues By Source .....	12 - 24
<b>EXPENDITURE DETAIL SECTION</b>	
General Fund Expenditure and Transfer Analysis.....	26
<b>5-YEAR FINANCIAL FORECAST SECTION</b>	
General Fund.....	29 - 30
Retirement Fund.....	31 - 32
Pension Liability Fund.....	33 - 34
Gas Tax Fund.....	35 - 36
Park Facilities Fund .....	37 - 38
Proposition A Transit Fund.....	39 - 40
Measure R Fund.....	41 - 42
Proposition C Transit Fund.....	43 - 44
Asset Forfeiture Fund .....	45 - 46
Business Improvement Area #1 Fund.....	47 - 48
Air Quality Improvement Fund .....	49 - 50
Maintenance Benefit Assessment District Fund.....	51 - 52
Special Library Tax Fund .....	53 - 54
Public Safety Augmentation Fund.....	55 - 56
Public Safety Impact Fee Fund.....	57 - 58
CERCLA Liability Fund.....	59 - 60
Water Operation Fund.....	61 - 62
Water Treatment Fund .....	63 - 64
Sewer Fund .....	65 - 66
Refuse Fund .....	67 - 68

Auto Shop Fund .....	69 - 70
Separation Benefits Fund .....	71 - 72
General Liability Fund .....	73 - 74
Workers' Compensation Fund .....	75 - 76
Technology Fund .....	77 - 78

**5-YEAR CAPITAL IMPROVEMENT PROGRAM SECTION**

General Administration.....	79
Community Development Department.....	80
Fire Department .....	81
Police Department.....	83
Public Works Department.....	84
Project Totals by Fund and Fiscal Year .....	94
Carryover Projects Prior to 2011-2012 .....	95
Current and Carryover Projects .....	100

**GOALS AND OBJECTIVE / PROGRAM MEASUREMENTS**

City Clerk.....	103
Management Services Department .....	104
City Treasurer .....	108
Community Development Department.....	109
Police Department.....	115
Fire Department .....	125
Public Works Department.....	133
Monterey Park Bruggemeyer Library .....	152
Recreation and Community Services Department.....	161

**City of Monterey Park  
Midyear Budget Report  
2011-2012**

**February 8, 2012**

**The Nation and State Fiscal Development**

The economy has clearly re-accelerated in the last three months. Growth has picked up stream as dropping gasoline prices put more money in consumers' pockets and businesses rebuilt their inventories. Nevertheless, formidable challenges remain, including the European debt crisis and severe budget constrains 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.

Economists expect more jobs will be added and consumers will continue to shed debt but probably at a slower rate in 2012. Again, the biggest economic hurdle for 2012 is job creation and a much lower unemployment rate. The Federal Reserve has held the overnight federal funds rate close to zero and has said it expected to keep rates ultra low until at least the middle of 2013. In the meantime, the Temporary Payroll Tax Cut Continuation Act of 2011 temporarily extends the two percentage point payroll tax cut for employees through February 29, 2012.

As the largest economy in the nation, California is experiencing the hardest hit from the recession. The slow economic recovery continues to plaque the State and hamper its ability to fund many services. Although in 2011 the economy was on the mend, the slowdown wrought by the housing implosion and financial crisis was so severe that the pace of economic recovery continues to be discouraging. As the state continues its struggle to shake off the effects of a deep and persistent recession, Governor Brown presented the new proposed state budget plan in January, including additional cuts in health and human services and November ballot measures for raising taxes to prevent even deeper cuts. Other matters, such as pension reform and a new water supply system, will be dealt by state lawmakers in solving the state's persistently grim financial system.

**Impacts from California Supreme Court Decision**

In the State's budget package, the Governor had also signed Assembly Bills X1 26 (the redevelopment elimination bill) and X1 27 (an alternative revenue sharing bill). Redevelopment Agencies were authorized by law since 1945 to encourage development in blighted areas and jobs creation. On July 18, 2011, a lawsuit was filed by the Redevelopment Association, the League of California Cities, and other affected parties petitioning the California Supreme Court to overturn AB X1 26 and 27 on the grounds that these bills violated the California Constitution. On December 29, 2011, the California Supreme Court ruled in favor of AB X1 26 that abolished redevelopment agencies and struck down AB X1 27 that would have allowed the agencies to continue if they shared their tax increment revenues.

The State Department of Finance indicated that abolishing redevelopment agencies would give the state as much as \$5 billion per year. At first, half of that money would be needed to pay off bonds redevelopment agencies have already owed. There will be a successor agency made up of county and city officials to sort out how cities will pay their redevelopment debts. In addition, the State Controller's Office will examine all transactions made after January 1, 2011 to determine their validity. An audited closeout financial audit for the period of July 1, 2011 to January 31, 2012 must be completed by May 2012.

With this court ruling, more than 400 redevelopment agencies, including the Monterey Park Community Redevelopment Agency, ceased to exist on February 1. This is a devastating ruling for our City. The City's Redevelopment Agency has two project areas: Atlantic Garvey area and Merged area. Property taxes derived from the incremental value within the project areas are about \$10.6 million a year that gets put into development initiatives to create jobs, eliminate blight, and rehabilitate affordable housing projects. The total budget amount from the redevelopment funds is about \$9.7 million for 2011-12. The City now will have less ability to pursue its several commercial development projects, including downtown Towne Centre and Market Place.

The court decision also creates a huge budget hole for our City. The City's 2011-12 budget includes an approximately \$1.35 million of indirect cost charges to the Redevelopment Fund, of which \$500,000 is for twenty-five positions which are partially funded and \$850,000 for various operating services and supplies. As for direct charges, there are six positions which are funded for 2011-12. As a result of the loss of redevelopment revenues, the city has eliminated seven positions in February.

### **Monterey Park's Budget**

In these challenging and ever-changing fiscal times, it seems like it's hard to predict what's going to happen next week, let alone next year - or even more daunting, five or ten years from now. As we all know well, the deep recession of 2008 through 2010 and the subsequent slow recovery in 2011 has battered state and local budgets. As the recession took hold, Monterey Park's revenues dropped precipitously, especially in construction activity, charges for services, and investment earnings. These decreased revenues have the most significant impact on the City's General Fund. In addition, on February 1, the redevelopment agency will be dissolved, which will force the City to face a huge budget gap.

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.

The 2011-12 adopted budget is a challenging and prudent spending plan, which reflects various cost cutting measures, including freezing vacant positions, 5% salary reductions for police, police captain and fire management bargaining units, 10% salary furloughs for executive, miscellaneous and mid-management units, and 5% salary furloughs for confidential.

In preparing for the 2012-13 budget, the City strives to reduce expenses and manage revenues. The City will be realistic with the cost to provide basic services, evaluate health care costs, and maintain the City's legal commitments. In addition, revenue projections are based on a very conservative approach.

### **General Fund Revenues**

The net General Fund revenues are \$29.5 million, 1% below the approved budget, for 2011-12. The projected revenues for 2012-13 are \$30.0 million, 1.4% above the 2011-12 net amount. Table 1 below is a summary of General Fund revenues. The City's two largest revenue sources, Property and Sales taxes, account for 56% of our General Fund revenues. At this point, it is uncertain how much additional property taxes the City will receive due to the elimination of redevelopment agencies. Based on a preliminary calculation, the City might expect approximately \$1.0 million in additional property taxes from our tax rolls. However, our projection below has not yet included additional property taxes due to uncertainty.

## General Fund Revenues

(Table 1)

(Amounts in 000s)	2011-12 Approved	2011-12 Estimated	2012-13 Projected
Property Tax	12,150	\$12,109	\$12,365
Sales Tax	4,310	4,328	4,437
Utility Tax	3,275	3,275	3,275
Vehicle in-lieu Tax	0	32	0
Other Taxes	1,919	1,883	1,893
Licenses & Permits	1,923	1,732	1,797
Service Charges	4,184	4,059	4,152
Other Revenue	2,079	2,131	2,045
<b>Total</b>	<b>29,840</b>	<b>\$29,549</b>	<b>\$29,964</b>
		-1%	+1.4%

**Property Tax** The property tax is imposed on real and personal property. In 1978, Californians approved a landmark initiative. Proposition 13 limited property taxes to 1% of a property's value and restricted the annual increases on assessed values. Of every dollar of the property tax paid in Monterey Park, the City's General Fund receives approximately 16 cents.

Property tax is calculated based on the assessed value. Despite the impact of adverse market conditions, the City's total assessed value for 2011-12 is \$5.56 billion, up \$113 million, or 2% from last year. The City's property tax revenue has been the most stable revenue source during the recession. However, the City expects a smaller growth in property tax revenue as a result of pending assessment appeals. There are 75 pending assessment appeals as of July 13, 2011, which will negatively impact valuations if they are successfully resolved.

We project a 2% growth for the City's property tax for 2012, with the majority of the increase coming from the Proposition 13 adjustments and additional property tax revenues being generated from the sale of the developed North Atlantic Times Square condominiums.

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. This backfilled revenue is adjusted based on the growth in property values and is paid twice a year in January and May.

**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 rate is increased by 0.25% from 5.00% rate to 5.25%. The state then reimburses cities for the rate reduction on a dollar-for-dollar basis.

Sales tax is the second major source of revenue for the City. In 2011, 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 2012-13, the City assumes a 2.5 percent sales tax increase, and the majority of this increase is assumed to be generated from the Atlantic Times Square development project.

**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. Utility tax revenue is slightly

improving due to higher consumptions in the gas and electric services. However, the utility tax revenue from telephone services continues to decrease. We project the UUT revenue will remain flat for 2012-13.

**Vehicle License Fee** VLF is imposed based on the market value of motor vehicles. The current rate is 0.67%. 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 will not expect any VLF revenue in 2012-13.

**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. The growth assumption for transfer tax remains flat for 2012-13. 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 be flat for 2012-13.

**Licenses and Permits** Business licenses are expected to remain at the current level. The 2012-13 revenues include a small portion of building permit fees from the commercial development of the Towne Centre project.

**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 2011-12 is about \$4.1 million, reflecting decreases in child care, plan check, zoning, and library services. The library has been operating at a reduced level due to Fridays and Saturdays closure. Total combined revenue for fees and charges is expected to be approximately \$4.2 million for fiscal year 2012-13.

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 is currently performing a comprehensive fee study and cost allocation plan updates to ensure the City's fee structures for the reasonableness in financing city services. The rate study and cost allocation plan will be presented to the City Council by April, 2012.

**Other Revenues** This category includes investment earnings, rents, fines, and various miscellaneous revenue accounts. With ongoing weakness and volatility in the investment market and the interest rate cut to the bare minimum by the Federal Reserve (0.00% for a 13-week treasury yield), the overall investment return has decreased substantially. The City maintains 10% of its investment portfolios in certificates of deposits and the remainder in LAIF to meet the investment goals of safety, liquidity, and yield. The City will continue to receive AB1389 pass-through payments in 2012-13.

### **General Fund Expenditures**

The original adopted budget for General Fund is \$30 million and the estimated net expenditures after adjustments are \$29.5 million, down 1.4%, for 2011-12. Throughout the fiscal year, the City Council may approve budget amendments that could not have been anticipated at the time the budget was adopted. Moreover, in balancing the 2011-12 adopted budget, we made great efforts in identifying wherever possible those limited instances where funding can be transferred from another fund to the General Fund or where services can be paid from a special fund. Table 2 presents approved supplemental and proposed budget adjustments for balancing the 2011-12 General Fund budget.

**General Fund**  
**2011-12 Projected Operating Results**  
(Table 2)

Net Revenues	\$ 29,548,470
Adopted Budget	29,960,527
Shortfall Before Adjustment	(412,057)
Adjustments:	
○ Budget amendment between GF & Police JAG Grant <sup>(1)</sup>	\$ 20,336
○ Budget amendment between GF & Recreation Fund <sup>(2)</sup>	12,933
○ GF savings on vacant positions <sup>(3)</sup>	300,000
○ GF savings on unemployment insurance costs <sup>(3)</sup>	80,000
○ Street sweeping costs transfer back to Gas Tax Fund <sup>(4)</sup>	250,000
○ Personnel and operation cost shifts due to RDA elimination <sup>(5)</sup>	(250,000)
	413,269
Total Adjustments to General Fund (1.4%)	413,269
Projected General Fund Surplus	\$ 1,212

*(1)& (2) Approved by City Council*

*(3),(4)&(5) Proposed adjustments as part of the Mid-Year Budget Review*

**Proposed Changes for Developing the 2012-13 Budget**

The projected expenditures and transfers for 2012-13 are \$32.9 million, an 11.5% increase from the 2011-12 net expenditures of \$29.5 million. In addition to incorporating the loss of Monterey Park Redevelopment Agency tax increment revenues, the largest component of those expenditure increases is \$1.7 million from General Fund Retirement contributions. Table 3 below displays the projected changes for the 2012-13 budget.

**Projected Expenditure Changes and Transfers for General Fund**  
**2012-2013**  
(Table 3)

<i>Cost:</i>	<i>\$100,000, City Clerk</i>
<i>Explanation:</i>	<i>Municipal election for 2012-13</i>
<i>Cost:</i>	<i>\$331,000, Salaries</i>
<i>Explanation:</i>	<i>5% salary restoration for Police, Police Captain, and Fire Management</i>
<i>Cost:</i>	<i>\$455,000, Salaries</i>
<i>Explanation:</i>	<i>Furlough expiration in September 2012 - Confidential (+5%), Mid-Management (+10%), and Miscellaneous (+10%)</i>
<i>Cost:</i>	<i>\$70,000, Salaries</i>
<i>Explanation:</i>	<i>Merit increase – citywide</i>
<i>Cost:</i>	<i>\$200,000, Salaries</i>
<i>Explanation:</i>	<i>CDBG funding cuts, personnel costs shifted to General Fund</i>

<i>Cost:</i>	<i>\$320,000, Salaries and Operation Costs</i>
<i>Explanation:</i>	<i>RDA cost re-allocations due to the elimination of Redevelopment Agency</i>
<i>Cost:</i>	<i>\$20,000, Supplies and Maintenance</i>
<i>Explanation:</i>	<i>2% increase in operating supplies and repairs &amp; maintenance services</i>
<i>Cost:</i>	<i>\$17,500, Utilities</i>
<i>Explanation:</i>	<i>3% increase in electricity, natural gas, and telephone services</i>
<i>Cost:</i>	<i>\$30,000 Contract and Professional Services</i>
<i>Explanation:</i>	<i>3% increase for service contracts per annual CPI adjustment provisions</i>
<i>Cost:</i>	<i>\$93,800 Internal Service Funding</i>
<i>Explanation:</i>	<i>To fund operations and reserve to meet outstanding liabilities for the Workers' Compensation (+10%) and Technology (+5%) Funds. Please refer to ISF section for detailed information.</i>
<i>Cost:</i>	<i>\$1,676,847 General Fund Contribution</i>
<i>Explanation:</i>	<i>To supplement Retirement Fund for pension costs.</i>

The City has adopted a conservative financial management practice. While taking steps to hold back expenditures, including cutting back operating costs, tightening major capital expenditures, reducing internal service fund set-asides, the City is also required to work with various labor unions through negotiations to delay salary restorations, share in the cost of retirement contributions, and continue furlough programs in order to achieve a balanced 2012-13 budget (Table 4).

**General Fund Balancing Strategy  
2012-2013 Budget  
(Table 4)**

<i>Projected</i>		
<i>2012-13:</i>	<i>Revenue</i>	<i>\$29,963,949</i>
	<i>Expenditures</i>	<i>(32,911,405)</i>
		<i>-----</i>
	<i>Shortfall</i>	<i><u>(\$2,947,456)</u></i>
 <i>Solutions:</i>		
	<i>o Delay 5% salary restorations for Police, Police Captain, and Fire Management units.</i>	<i>\$ 331,000</i>
	<i>o Continue furlough programs for SEIU, Mid-Management, and Confidential units.</i>	<i>455,000</i>
	<i>o Contribute 9% of the employee PERS contribution by Safety personnel.</i>	<i>900,000</i>
	<i>o Vacant position savings</i>	<i>350,000</i>
	<i>o Estimated additional City property taxes from tax rolls due to the elimination of RDA and/or General Fund reserves.</i>	<i>911,405</i>
		<i>-----</i>
	<i>Total Balancing Proposals</i>	<i><u>\$2,947,456</u></i>

In all, these budget balancing proposals will close a \$3.0 million General Fund deficit. However, these decisions will not be easily made.

**Other Budget Issues**

While we are reviewing our General Fund fiscal condition at the mid-year, it is equally important to note impacts to various special funds due to curtailments in state or federal aid to our city. One of the Governor's Tier 1 trigger cuts is grants to local libraries for \$15.9 million. Table 5 below discloses painful impacts to the City due to state or federal funding reductions for 2012-13.

**State and Federal Funding Reductions  
2012-2013  
(Table 5)**

	<b><u>Funding Reductions</u></b>
○ <i>Community Development Block Grant (CDBG)</i>	\$ (305,000) <sup>(1)</sup>
○ <i>Home Fund</i>	(152,000) <sup>(2)</sup>
○ <i>Library Literacy Grant</i>	( 35,000) <sup>(3)</sup>
○ <i>Library PLF State Allocation</i>	( 5,000) <sup>(4)</sup>
	-----
<b><i>Anticipated State/Federal Reductions</i></b>	<b><u>\$ (497,000)</u></b>

<sup>(1)</sup> There were 7 positions which were partially funded by CDBG Fund for a total of \$264,000 when we adopted the 2011-12 budget. Congress curtailed CDBG federal assistance by 35%. The City expects an approximate \$576,000 entitlement from HUD in 2012-13, which is the amount barely enough to cover the City's Section 108 loan annual payment. A combination of a reallocation of staffing resources and position eliminations will be needed.

<sup>(2)</sup> The City expects \$292,000 from HUD Home program in 2012-13. It is a 35% funding reduction.

<sup>(3) & (4)</sup> The State has notified all libraries in December 2011 in regards to funding reductions for the literacy and inter-library loan programs. There is one position, Library Literacy Clerk, currently funded by the literacy grant. An evaluation of this position for funding sources is needed.

**Staffing Level and Employee Compensation**

The City has 293 full-time and 45.57 full-time equivalent part-time positions when the 2011-12 budget was adopted. The City's non-safety employees have increased employee pension contributions to a full 8% and have agreed to adding a new pension tier to reduce the pension formula for new hires. This is on top of furloughs, hiring freezes, and increased workloads. As of February 1, 2012, the City doesn't exist as a redevelopment agency. Cities across the State are facing a chaotic situation with the termination of redevelopment agencies. As a result of the loss of redevelopment revenues, the City has eliminated seven positions as of today.

Following three years of General Fund budget shortfalls in 2008-09, 2009-10, and 2010-11, the available solutions to close the gap are far fewer. For 2012-13, the City must negotiate with labor unions to have employees pick up their share of the PERS contributions, continue salary cuts, as well as furlough programs. There are simply no significant sources to close the budget gap.

## **General Fund Balance**

The City follows the Governmental Accounting Standards Board (GASB) Statement No. 54 in reporting fund balances. The General Fund reserves are projected as follows.

(Amounts in 000s)	<b><i>2011-12 Projected</i></b>	<b><i>2012-13 Projected</i></b>
Unassigned for Operations	\$ 2,505	\$ 2,505
Assigned for Capital Improvement	6,372	6,372
Committed for Catastrophic Events	2,000	2,000
Committed for Working Capital	3,000	3,000
Committed for Unemployment	340	340
Total	<b><u>\$ 14,217</u></b>	<b><u>\$ 14,217</u></b>

The unassigned fund balance represents General Fund funds that are available for any purpose. The increase shown in the assigned balance is due to the sale of a City owned parking lot for \$1.8 million in February 2012. It is the City's primary goal to bring back the General Fund reserve level through conservative fiscal practices when the economy is better.

## **Retirement Fund**

The City's retirement program is provided through the California Public Employees' Retirement System (CalPERS). Funding of the City's retirement costs comes from a special property tax levy that was approved by the voters in the 1950s. The current tax rate is 0.091175 per \$100 of property valuation which is the maximum rate permitted by AB13. As a result, the City's retirement revenues can only increase as the property value increases.

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. 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 used to cover pension costs.

The City's contribution rates for 2012-13 will be 17.919% for Miscellaneous Plan and 25.619% for Safety Plan. The City has been working diligently to mitigate the pension gap and has already made major pension changes in 2011-12. Under the new rules, the current non-safety employees are contributing the full 8% of the member contribution and new hires will receive a lowered tier of benefits at 2.5 percent at 55 down from the 2.7 at 55 for current employees.

Also the Government Accounting Standards Board (GASB) is currently in the process of revising the accounting standards used for public pensions. There are several major changes which are expected to affect pension accounting methods. One of the major changes is to list the unfunded liability on the balance sheet rather than in the notes to the financial statements. This will increase visibility but cause the appearance of a weaker financial condition due to the inclusion of this figure.

Pension obligations are a long-term liability, and pension funding decisions should be viewed in the same light. The City continues to face significant deficits in the Retirement Fund for the foreseeable future. The Pension Override and General Fund retirement contributions are needed to pay for retirement obligations as it depicts in Table 6 below. It is imperative to understand that unless the City explores methods to achieve appropriate and stable pension funding resources, our General Fund capacity will continue to shrink, services will be cut, and organizational capacity will degrade.

**Retirement Fund  
5-Year Financial Projections**

(Table 6)

	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>
<i>Retirement Fund Revenue</i>	4,220	4,299	4,514	4,740	4,977
<i>Pension Override</i>	3,028	1,316	997	1,027	1,058
<i>General Fund Contribution</i>		1,677	1,889	1,744	1,488
	-----	-----	-----	-----	-----
<i>Total Sources</i>	7,248	7,292	7,400	7,511	7,523
	-----	-----	-----	-----	-----
<i>Expenditures <sup>(1) (2)</sup></i>	7,248	7,292	7,400	7,511	7,523
	-----	-----	-----	-----	-----
<i>Ending Fund Balance</i>	0	0	0	0	0
	=====	=====	=====	=====	=====

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

(2) Miscellaneous employees pay their 8% and the City pays 9% of the Safety employee portion.

**Other Post-Employment Benefits (OPEB) Funding**

The Governmental Accounting Standard Board (GASB) Statement 45 requires all governments providing post-employment benefits to report their accrued liabilities. Biennially, the City completes an actuarial study to calculate the estimated liabilities for providing the retiree medical insurance. The calculation takes into account the projected increase in the health insurance premiums and the number of retirees.

Based on the recent actuarial report of April 2010, the projected total accrued liability amount is \$49.2 million, which had been included in the City's June 30, 2011 annual financial report. The accrued liabilities represent the ultimate cost of the City that will be paid from future revenues. To fully fund these liabilities, the actuarially determined annual funding would be \$7.5 million over the next 30 years.

Monterey Park 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. It is the City's goal to establish a trust account for post-employment benefits (similar to pension funding) to systematically accumulate resources to fund the unfunded accrued liabilities. The annual required contribution is estimated to be \$3.9 million, representing the City's annual expense for its OPEB plan for 2011-12. Of the \$3.9 million, the City will pay \$1.3 million to insurance carriers for its annual normal retirees' medical costs and record \$2.6 million as unfunded accrued liability for 2011-12. It is the City's goal to systematically increase the annual contribution to fully fund the liability.

**Maintenance Assessment District**

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. The City cannot increase the assessment without the approval by the majority of the property owners in Monterey Park. The City's balanced budget is predicted on the continued renewal of the assessment district in future years.

### **Internal Service Funds**

The City maintains five internal service funds to finance the operating costs and outstanding liabilities for workers' compensation, auto shop, technology, separation benefits, and general liability.

Internal service funds are maintained through charges to departments. As part of the budget balancing plan in 2011-12, the City Council approved reductions in allocated charges from the General Fund to each internal service fund. The elimination of Redevelopment Agency and the anticipated reductions for community development block grant (CDBG) and home fund allocations will further force internal service fund charges for 2012-13 to be reduced by \$130,000. 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 Internal Service Fund, which had a deficit net asset for several years. The City plans to eliminate the deficit by increasing charges to City departments over time.

### **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**

This midyear review sets the stage for our continuing efforts to prepare for one of the most challenging budgets. 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.

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. All budget balancing options should be discussed, and the ramifications of implementation should be objectively assessed and compared against the cost savings potentially generated.

City departments will soon start their budget preparation for the coming 2012-13 fiscal year. In the next few months we will have more information regarding the state budget and will work closely with

the City Council to resolve our City's budget matters. We will complete the proposed budget plan by the end of May. In June, we will schedule a budget hearing for the City Council to review and consider the proposed budget.

By:   
Paul Talbot  
City Manager

and

  
Annie Young, CPFO  
Financial Services Manager

## SUMMARY OF REVENUES BY SOURCE

Description	Acct	Actual		Estimated		
		2010-2011	Budgeted 2011-2012	Actual 2011-2012	Estimated 2012-2013	
<b><i>General Fund</i></b>						
<b>Property Taxes:</b>						
Current Secured	0010- 01010	6,397,288	6,450,000	6,450,000	6,600,000	
VLF Compensation	01010	4,998,808	4,900,000	4,900,000	5,000,000	
Current Unsecured	01020	249,018	250,000	245,000	250,000	
Homeowner Exemption	01030	60,197	60,000	60,000	60,000	
Prior Year Secured	01110	267,688	388,000	350,000	350,000	
Prior Year Unsecured	01120	21,655	12,000	14,000	15,000	
Interest & Penalties	01200	78,389	90,000	90,000	90,000	
<b>Total Property Taxes</b>		<b>12,073,042</b>	<b>12,150,000</b>	<b>12,109,000</b>	<b>12,365,000</b>	
<b>Other Taxes:</b>						
Admission Tax	01400	10,559	7,500	7,500	7,500	
Sales Tax	01500	3,171,110	3,200,000	3,270,000	3,368,000	
Sales Tax Compensation	01500	1,105,049	1,110,000	1,058,440	1,069,000	
Transient Tax	01550	756,873	750,000	780,000	780,000	
Franchise Tax	01600	967,322	1,032,000	970,000	980,000	
Transfer Tax	01800	132,252	130,000	125,000	125,000	
Utility Users Tax	01900	3,219,600	3,250,000	3,275,000	3,275,000	
Vehicle In-lieu Tax	04410	345,406		32,170		
<b>Total Other Taxes</b>		<b>9,708,170</b>	<b>9,479,500</b>	<b>9,518,110</b>	<b>9,604,500</b>	
<b>Licenses &amp; Permits:</b>						
<b>Licenses:</b>						
Business Licenses	02010	944,837	925,000	950,000	950,000	
Business Lic Processing Fees	02020	285				
Tobacco Retailer Lic Fees	02025	884	1,200	700	700	
Dog Licenses Regular	02410/02430	8,688	11,000	8,700	8,700	
Dog Licenses Altered	02420/02450/02460	13,986	17,000	14,000	14,000	
<b>Total Licenses</b>		<b>968,680</b>	<b>954,200</b>	<b>973,400</b>	<b>973,400</b>	
<b>Construction Permits:</b>						
Building Permits	02500	474,672	700,000	550,000	600,000	
Electrical Permits	02600	93,542	123,000	90,000	100,000	
Plumbing Permits	02700	62,464	70,000	50,000	60,000	

## SUMMARY OF REVENUES BY SOURCE

Description	Acct	Actual		Estimated	
		2010-2011	Budgeted 2011-2012	Actual 2011-2012	Estimated 2012-2013
Mechanical Permits	02900	45,261	60,000	48,000	50,000
<b>Total Construction Permits</b>		<b>675,938</b>	<b>953,000</b>	<b>738,000</b>	<b>810,000</b>
<b>Other Permits:</b>					
Firework Permits	03540	1,500	2,100	1,600	1,600
Yard Sale Permits	03550	2,394	2,300	2,300	2,300
Misc Permits	03590	8,619	6,000	12,000	6,000
Parking Permits	03650	1,838	2,200	800	1,000
Newsrack / Banner Permits	06290/06710	2,496	2,800	2,600	2,600
<b>Total Other Permits</b>		<b>16,847</b>	<b>15,400</b>	<b>19,300</b>	<b>13,500</b>
<b>Total Licenses &amp; Permits</b>		<b>1,661,466</b>	<b>1,922,600</b>	<b>1,730,700</b>	<b>1,796,900</b>
<b>Fines:</b>					
Traffic Fines	03580	240,961	250,000	250,000	250,000
Court Fines	03600	56,011	40,000	40,000	40,000
Parking Fines	03630	489,762	500,000	475,000	475,000
Court Restitutions	06405	2,451			
<b>Total Court and Traffic Fines</b>		<b>789,185</b>	<b>790,000</b>	<b>765,000</b>	<b>765,000</b>
<b>Use of Money &amp; Property:</b>					
Interest Income	03700	172,972	200,000	200,000	150,000
Golf Course Rental	03800	47,875	50,000	44,000	44,000
MetroPCS (3500 Ramona)	03870	34,945	35,792	35,792	36,866
T-Mobile Rental (Fire Station 3)	03880	27,382	28,157	28,157	29,002
Cingular Rental (Fire Station 3)	03890	27,540	28,157	28,157	29,002
Charter Commu. Rental (Bradshawe PL)	03920	25,662			
T-Mobile Rental (Sierra Vista)	03930	34,807	35,473	35,473	36,535
Nextel Rental (Ramona Blvd.)	03940	35,287	36,270	36,270	36,900
Acosta Grower (Delta & Fox Sites)	03960	7,192	14,710	12,328	12,328
Martinez Nursery (La Loma Site)	03961	2,872	3,013	3,013	3,164
Specialty Restaurants	03970	158,657	160,000	160,000	160,000
Sublease Rent - Pactel	03980	9,600	9,768	9,768	10,060
Sublease Rent - Cox Communication	03990	6,986	7,260	7,260	7,488
<b>Total Use of Money &amp; Property</b>		<b>591,777</b>	<b>608,600</b>	<b>600,218</b>	<b>555,345</b>

## SUMMARY OF REVENUES BY SOURCE

Description	Acct	Actual		Estimated	
		2010-2011	Budgeted 2011-2012	Actual 2011-2012	Estimated 2012-2013
<b>Charges for Services:</b>					
<b>Police Services:</b>					
Witness Fees	03610	2,774	3,000	2,500	2,800
Prisoner Housing	03640	133,058	100,000	133,000	133,000
Vehicle Release	03670	68,710	80,000	70,000	70,000
DUI Recovery	03680	41,197	60,000	50,000	50,000
Fingerprint	06390/03710	14,262	25,000	20,000	20,000
Correction Notices	03720	4,990	4,500	4,500	4,500
Prisoner Booking Fees	03730/03760	200		120	120
Police Report	05990	1,586	2,500	2,000	2,000
Burglar Alarm	06400	44,656	40,000	40,000	40,000
<b>Total Police Services</b>		<b>311,432</b>	<b>315,000</b>	<b>322,120</b>	<b>322,420</b>
<b>Fire Services:</b>					
Fire Report Copy	06050	406	500	300	300
Fire Inspection	06320	90,640	98,000	80,000	80,000
Fire Plan Checks & Permits	06330/06340	107,586	110,000	90,000	105,000
Fire Response/Admin Citation	06350/06240	9,092	13,000	13,000	13,000
Business Fire Safety Inspection	06370	80,051	75,000	80,000	80,000
Ind Waste Permit/Inspection	06850	91,051	100,000	90,000	90,000
Citizen CPR/AED Training Program	06851	515	1,500	100	250
Medical Subscription	07950	107,294	107,000	107,000	107,000
Ambulance Transport	07960	1,011,137	950,000	1,000,000	1,000,000
Fire Emergency Response	07970	1,945			
<b>Total Fire Services</b>		<b>1,499,717</b>	<b>1,455,000</b>	<b>1,460,400</b>	<b>1,475,550</b>
<b>Community Development:</b>					
Plan Check	06100	686,072	600,000	550,000	600,000
Comm Prop Insp	06120	67,732	32,000	50,000	60,000
Res Prop Insp	06150	45,952	50,000	44,000	46,000
Home Occup Insp	06160	13,952	18,000	14,000	14,000
Zoning	06200	25,563	42,000	25,000	30,000
Admin Citation - Code Compliance	06220/06130	22,046	30,000	30,000	30,000
Design Review	06250	7,098	8,000	5,000	7,000
Special Inspection	06450	6,491	11,000	7,000	8,000
Massage Application / Review Fee	06455				1,690
<b>Total Community Development Fees</b>		<b>874,906</b>	<b>791,000</b>	<b>725,000</b>	<b>796,690</b>

## SUMMARY OF REVENUES BY SOURCE

Description	Acct	Actual		Estimated	
		2010-2011	Budgeted 2011-2012	Actual 2011-2012	Estimated 2012-2013
<b>Public Works Fees:</b>					
Comm. Franchise in lieu fee	01610	120,828	122,000	122,000	122,000
Street Excavation	02910	5,408	8,500	8,000	8,000
Sewer Permits	02920		122	333	200
Driveway/Sidewalk	02930	2,648	2,000	2,000	2,500
Housemoving Permits	03520	1,152	1,392	1,392	1,392
Sale of Maps	06000	123	350	250	250
Sale of Plans	06010	3,892	3,500	3,500	3,000
Address Change	06140	4,466	1,276	2,552	2,552
Admin Citation - Public Works	06230	200	2,000	200	500
Engr Inspection	06210/06300	8,303	20,000	15,000	20,000
Engr Plan Check	06700	61,215	50,000	55,000	55,000
Soil Review	06910	6,716	8,500	8,500	8,500
<b>Total Public Works Fees</b>		<b>214,951</b>	<b>219,640</b>	<b>218,727</b>	<b>223,894</b>
<b>Library Fees:</b>					
Calif Library Serv	05300	83	800	100	100
Library Fines	07410	18,250	19,000	19,000	19,000
Audio Visual	07420	6,276	13,000	5,000	5,000
Lost Books	07430	1,758	3,000	3,000	3,000
Misc Library Revenue	07460	126	250	100	100
Card Replacement	07480	2,159	2,800	2,500	2,500
Damaged Items	07490	353	800	500	600
<b>Total Library Fees</b>		<b>29,005</b>	<b>39,650</b>	<b>30,200</b>	<b>30,300</b>
<b>Recreation / Community Services Fees:</b>					
Rec. Facilities / Service Clubhouse	04020	70,094	66,000	60,000	60,000
Rec Registration	06090	19,894	20,000	20,000	20,000
Picnic Reservation	07050	17,417	26,000	18,000	18,000
Aquatics	07090	38,253	37,000	37,000	37,000
Child Care	07150	153,774	160,000	130,000	130,000
Barnes Pool Admission	07610	11,948	15,000	15,000	14,000
Elder Pool Admission	07620	7,791	7,500	4,500	5,000
Swim Lessons	07630	51,757	52,000	52,000	52,000
Barnes & Elder Pool Rental	07640	43,255	40,000	40,000	40,000
Adopt-A-Park	08020	6,000	6,000	6,000	6,000
Other Rec. Revenue	07900/08030	8,015	8,300	8,300	8,300
Rec Registration	0159- 06090	36,946	35,000	35,000	35,000
Summer Programs	0159- 07010	67,624	70,000	70,000	70,000

## SUMMARY OF REVENUES BY SOURCE

Description	Acct	Estimated			
		Actual 2010-2011	Budgeted 2011-2012	Actual 2011-2012	Estimated 2012-2013
Fall Programs	0159- 07020	68,861	57,000	62,000	62,000
Winter Programs	0159- 07030	60,804	47,000	47,000	47,000
Spring Programs	0159- 07040	58,654	57,000	56,000	56,000
Adult Leagues	0159- 07100	20,513	35,000	18,000	18,000
Total Recreation / Community Services Fees		741,600	738,800	678,800	678,300
Administrative Charges:					
From City Funds	06020	619,900	619,900	619,900	619,900
Total Administrative Charges		619,900	619,900	619,900	619,900
Other Services:					
City Clerk Research	06040	626	700	500	500
Returned Check Fee	08150	4,374	4,000	4,000	4,000
Total Other Services		4,999	4,700	4,500	4,500
Total Charges for Services		4,296,510	4,183,690	4,059,647	4,151,554
Other Revenue:					
CRA Pass-Through (AB 1389)	08100	145,883	150,300	190,145	180,000
Surplus Property Sale	04000	2,002	8,000	8,000	8,000
Refunds/Rebates	08100	89,048	180,000	200,000	100,000
Misc Revenue	07530/09203/09210	14,389	17,000	17,000	17,000
Utility Billing Round Up	08200	773	650	650	650
Street Maintenance - Water	0092- 81580	281,400	350,000	350,000	420,000
Total Other Revenue		533,496	705,950	765,795	725,650
Total General Fund		29,653,645	29,840,340	29,548,470	29,963,949
<b><i>Special Revenue Funds</i></b>					
Retirement Fund - 0012					
Property Taxes:					
Current Secured	01010	3,926,999	3,970,000	3,970,000	4,050,000
Current Unsecured	01020	66,363	68,000	68,000	68,000

## SUMMARY OF REVENUES BY SOURCE

Description	Acct	Actual		Estimated	
		2010-2011	Budgeted 2011-2012	Actual 2011-2012	Estimated 2012-2013
Homeowner Exemption	01030	58,038	59,000	59,000	59,000
Prior Year Secured	01110	98,068	130,000	98,000	100,000
Prior Year Unsecured	01120	6,359	2,000	2,000	2,000
Interest & Penalties	01200/03750	19,650	23,000	23,000	20,000
<b>Total Retirement Fund</b>		<b>4,175,477</b>	<b>4,252,000</b>	<b>4,220,000</b>	<b>4,299,000</b>
<b>State Gas Tax Funds - 0022</b>					
<b>Gas Tax:</b>					
Section 2103 (Prop 42 Replacement)	0022- 04530	615,666	650,000	650,000	660,000
Section 2105	0022- 04540	333,615	353,000	325,000	330,000
Section 2106	0022- 04500	200,136	210,000	200,000	200,000
Section 2107	0022- 04510	445,563	470,000	444,000	444,000
Section 2107.5	0022- 04520	7,500	7,500	7,500	7,500
Interest Income	0022- 03700	683	200	1,000	1,200
SB 821 Bikeway	0023- 05400	4,800	28,000	28,000	28,000
<b>Total Gas Tax Fund</b>		<b>1,607,963</b>	<b>1,718,700</b>	<b>1,655,500</b>	<b>1,670,700</b>
<b>Park Facility Fund - 0070</b>					
Park Facilities Fees	09000	27,477	100,000	27,000	50,000
<b>Proposition A Fund - 0109</b>					
Proposition A Local Return	05400	877,404	820,000	840,000	840,000
Proposition A Incentive Program	05430	111,117	104,000	104,000	110,000
Fares	07680	54,853	69,000	61,000	62,000
Interest Income	03700	5,056	10,000	4,200	4,400
<b>Total Proposition A Fund</b>		<b>1,048,430</b>	<b>1,003,000</b>	<b>1,009,200</b>	<b>1,016,400</b>
<b>Measure R Fund - 0110</b>					
Measure R	05400	543,998	450,000	540,000	540,000
Interest Income	03700	2,365		2,200	2,300
<b>Total Measure R</b>		<b>546,363</b>	<b>450,000</b>	<b>542,200</b>	<b>542,300</b>

## SUMMARY OF REVENUES BY SOURCE

Description	Acct	Actual		Estimated	
		2010-2011	Budgeted 2011-2012	Actual 2011-2012	Estimated 2012-2013
<b>Proposition C Fund - 0166</b>	<b>05400</b>	<b>728,723</b>	<b>720,000</b>	<b>730,000</b>	<b>730,000</b>
Interest Income	03700	3,610	9,500	2,800	2,100
<b>Total Proposition C</b>		<b>732,333</b>	<b>729,500</b>	<b>732,800</b>	<b>732,100</b>
<b>Asset Forfeiture Fund - 0160</b>					
Asset Forfeiture-Justice	03690	87,596	67,000	67,000	80,000
Interest Income	03700	3,772	6,000	1,800	
Asset Forfeiture-Treasury	03770	396,269	300,000	300,000	300,000
Asset Forfeiture-State	03780	1,818	4,000	4,000	2,500
Sale of Surplus Property	04000	4,625			
<b>Total Asset Forfeiture Fund</b>		<b>494,079</b>	<b>377,000</b>	<b>372,800</b>	<b>382,500</b>
<b>Business Improvement Fund - 0077</b>					
Business Improvement Fees	02110	60,216	57,000	60,000	60,000
Interest Income	03700	866	400	460	360
<b>Total Business Improvement</b>		<b>61,082</b>	<b>57,400</b>	<b>60,460</b>	<b>60,360</b>
<b>Air Quality Improvement Fund - 0165</b>					
Air Quality Allocation	05400	75,725	74,000	74,000	75,000
Interest Income	03700	501	750	280	300
<b>Total Air Quality Improvement</b>		<b>76,225</b>	<b>74,750</b>	<b>74,280</b>	<b>75,300</b>
<b>Maint. District -1972 Act - 0176</b>					
Special Assessment	01060	970,020	970,000	970,000	975,000
<b>Library Tax Fund - 0131</b>					
Library Tax	01060	501,531	500,000	500,000	503,750
Interest Income	03700	488	500	350	350
<b>Total Library Tax Fund</b>		<b>502,019</b>	<b>500,500</b>	<b>500,350</b>	<b>504,100</b>

## SUMMARY OF REVENUES BY SOURCE

Description	Acct	Actual		Estimated	
		2010-2011	Budgeted 2011-2012	Actual 2011-2012	Estimated 2012-2013
<b>Public Safety Augmentation Fund - 0182</b>					
Sales Tax Public Safety Augmentation	01510	527,246	540,000	550,000	550,000
<b>Public Safety Impact Fund - 0071</b>					
Public Safety Impact Fee	03570/08100	77,155	300,000	75,000	80,000
Interest Income	03700	80			
Total Public Safety Impact Fee		77,234	300,000	75,000	80,000
<b>CERCLA Liability Fund - 0203</b>					
CERCLA Fees	06950	120,787	125,000	122,000	122,000
Interest Income	03700	2,589	12,000	2,500	2,600
Total CERCLA Liability		123,376	137,000	124,500	124,600
<b>Grants Fund</b>					
<b>Library Grants:</b>					
Cal Foundation - PLF	0115- 05400	22,243	4,833		
Literacy and Civics Ed. Grant	0142- 05400	10,000	24,598	24,000	24,000
Cal Literacy Grant	0163- 05400	36,925	31,386		
Library Automation Trust Grant	0422- 05400	25,000			
Target Grant (2010)	0423- 05400	2,000			
Local History Digital Resources Grant	0424- 05400	5,000			
Past Digital Storytelling Program Grant	0426- 05400	10,000			
Transforming Lives After 50 Grant	0427- 05400	10,000			
California Council for The Humanities	0428- 05400		7,500	7,500	
Literacy Trust Grant	0445- 05400		8,246	8,246	8,246
Total Library Grants		121,168	76,563	39,746	32,246
<b>Parks and Recreation Grants:</b>					
Park Discretionary (Maint.)	0178- 05400	60,000	60,000	60,000	60,000
Roberti-Zberg 2002 Grant	0250- 05400	99,229			
Pepsi Franchise Grant	0343- 05400	150,000	105,000	105,000	
Total Parks & Rec Grants		309,229	165,000	165,000	60,000

## SUMMARY OF REVENUES BY SOURCE

Description	Acct	Actual	Budgeted	Estimated	Estimated
		2010-2011	2011-2012	2011-2012	2012-2013
<b>Police Grants:</b>					
STC Grant	0132- 05400	5,885	6,303	6,303	6,303
POST Grant	0136- 04500	24,809	35,000	35,000	35,000
Interest Income	0192- 03700	437			
State - COPS	0192- 05400	100,000	100,000	100,000	
Bullet Proof Vest Grant	0229- 05400	5,977	6,000	6,000	6,000
OTS Sobriety Checkpoint Grant	0243- 05400	25,477			
Urban Area Security Initiative-2007	0249- 05400	33,373	30,000	30,000	
FED COP Technology Grant	0400- 05400	133	250,000	250,000	
FED COP Technology Grant - 2009	0401- 05400	46,651			
911 for Kids Grant	0404- 05400		4,235	4,235	
Justice Assistance Grant	0217- 05400	36,305	13,792	13,792	
Homeland Security Grant - 2007	0252- 05400	21,233			
Homeland Security Grant - 2008	0253- 05400	21,350	150,000	150,000	
Homeland Security Grant - 2009	0254- 05400	23,190	29,456	29,456	
<b>Total Police Grants</b>		<b>344,820</b>	<b>624,786</b>	<b>624,786</b>	<b>47,303</b>
<b>Engineering Grants:</b>					
State Transportation Prop. 42	0026- 03700/05400	1,035			
Prop 1B Street Improvement Fund	0028- 03700/05400	960,721			
ARRA 2009 Street Improvement Fund	0029- 05400	255,459			
Used Oil Recycling Grant	0184- 03700/05400	27,189	17,612	17,612	17,612
Beverage Container Recycling	0214- 05400		16,744	17,272	16,051
DOE EEC Block Grant	0420- 05400	138,003			
Asphalt / Concrete Incentive	0421- 05400	104,507			
<b>Total Engineering Grants</b>		<b>1,486,915</b>	<b>34,356</b>	<b>34,884</b>	<b>33,663</b>
<b>Transportation Grants:</b>					
Air Quality Investment Program	0233- 05400/07680	5,090			
Safetea-Lu	0342- 05400	53,381			
LACMTA Funds	0356- 05400				
Federal Transit Administration	0358- 05400	90,207			
<b>Total Transportation Grants</b>		<b>148,677</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fire Grants:</b>					
Urban Area Security Initiative-2008	0256- 05400	9,756			
Urban Area Security Initiative-2009	0257- 05400		23,747	23,747	
Urban Area Security Initiative-2010	0258- 05400		65,809	65,809	
ELAC Instructional Serv Program	0349- 05400	64,032	51,074	51,074	40,000

## SUMMARY OF REVENUES BY SOURCE

Description	Acct	Actual		Estimated	
		2010-2011	Budgeted 2011-2012	Actual 2011-2012	Estimated 2012-2013
Disaster Management Area C	0436- 05400	2,500			
Total Fire Grants		76,288	140,630	140,630	40,000
<b>Community Development Grants:</b>					
Sustainable Communities Planning	0440- 05400		160,000	160,000	
Total Community Development Grants		0	160,000	160,000	0
<b>HUD Grants:</b>					
CDBG	0169- 05400	1,079,701	881,642	881,642	576,072
CDBG - R	0395- 05400	191,556			
HOME Fund	0152- 05400/ 08100/07530	157,181	443,123	443,123	293,941
EDI Grant/Interest Income	0211- 03700	1,892			
Total HUD Grants		1,430,330	1,324,765	1,324,765	870,013
<b>Other Special Grants (Trust Funds):</b>					
Maintenance Grant (0075)	0344- 05400	103,634	80,000	80,000	80,000
Charter Communication Grant (0075)	0351- 05400	35,000			
Gen Plan Review Trust	0352- 05400	195,000	135,853	135,853	
Passport Trust Grant (0075)	0415- 05400	21,000	21,000	21,000	21,000
Records Management Fee Trust (0075)	0442- 05400		25,636	25,636	25,000
Total Other Special Grants		354,634	262,489	262,489	126,000
Total Grant Funds		4,272,061	2,788,589	2,752,300	1,209,225
Total Special Revenue Funds		15,241,386	13,998,439	13,666,390	12,271,585

Enterprise Funds

## Sewer Fund - 0042

Sewer Reconstruction Fee	01000		500		
Sewer Revenue	05200	271,984	280,000	245,000	260,000
Total Sewer Fund		271,984	280,500	245,000	260,000

## SUMMARY OF REVENUES BY SOURCE

Description	Acct	Actual	Budgeted	Estimated	Estimated
		2010-2011	2011-2012	2011-2012	2012-2013
<b>Refuse Fund - 0043</b>					
Refuse Charges	05300/05350	5,656,859	5,650,000	5,650,000	5,750,000
Waste Mgmt Surcharge	05360	323,738	305,000	315,000	320,000
<b>Total Refuse Fund</b>		<b>5,980,597</b>	<b>5,955,000</b>	<b>5,965,000</b>	<b>6,070,000</b>
<b>Water Fund</b>					
<b>Water Operation Fund:</b>					
Sales of Surplus Property	0092- 04000	9,865			
Water Sales	0092- 07510	7,634,336	6,700,000	7,300,000	7,400,000
Connection Fee	0092- 07550	74,414	100,000	75,000	75,000
Meter Installation	0092- 07520	176,783	150,000	150,000	150,000
Other Revenue	0092- 07540	96	60,000	100	100
Water Rights/Reconnection	0092- 07530	2,712,997	800,000	2,400,000	800,000
<b>Total Water Operation Fund</b>		<b>10,608,491</b>	<b>7,810,000</b>	<b>9,925,100</b>	<b>8,425,100</b>
<b>Water Treatment Fund:</b>					
Water Treatment Surcharge	0093- 07590	2,722,660	2,750,000	2,700,000	2,750,000
SGWQA Grant	0093- 07560	225,000			
EPA Settlement	0093- 07575	1,395,383		1,755,171	250,000
Other - Insurance Reimb.	0093- 07530	60,164	30,000	30,000	30,000
<b>Total Water Treatment Fund</b>		<b>4,403,207</b>	<b>2,780,000</b>	<b>4,485,171</b>	<b>3,030,000</b>
<b>Total Enterprise Funds</b>		<b>21,264,279</b>	<b>16,825,500</b>	<b>20,620,271</b>	<b>17,785,100</b>
<b><u>Internal Service Funds</u></b>					
<b>Auto Shop Fund - 0060</b>					
Refunds & Rebates	08100/04000	14,329			
Vehicle Charges	08700	1,899,417	1,741,388	1,718,554	1,704,478
<b>Total Shop Fund</b>		<b>1,913,746</b>	<b>1,741,388</b>	<b>1,718,554</b>	<b>1,704,478</b>
<b>Separation Benefits Fund - 0061</b>					
Separation Charges	07900	1,392,691	1,531,960	1,509,520	1,478,671

## SUMMARY OF REVENUES BY SOURCE

Description	Acct	Actual		Estimated	
		2010-2011	Budgeted 2011-2012	Actual 2011-2012	Estimated 2012-2013
<b>General Liability Fund - 0062</b>					
Insurance Charges	06020	790,000	790,000	790,000	790,000
Refunds & Rebates	08100				
<b>Total General Liability Fund</b>		<b>790,000</b>	<b>790,000</b>	<b>790,000</b>	<b>790,000</b>
<b>Workers' Compensation Fund - 0080</b>					
Insurance Charges	07900	1,062,093	1,168,302	1,166,775	1,269,932
Refunds & Rebates	08100				
<b>Total Workers' Compensation Fund</b>		<b>1,062,093</b>	<b>1,168,302</b>	<b>1,166,775</b>	<b>1,269,932</b>
<b>Technology - 0063</b>					
Technology Charges	06020	141,727	148,813	131,848	131,538
<b>Total Internal Service Funds</b>		<b>5,300,257</b>	<b>5,380,463</b>	<b>5,316,697</b>	<b>5,374,619</b>
<b>Total City - All Funds</b>		<b>71,459,566</b>	<b>66,044,742</b>	<b>69,151,828</b>	<b>65,395,253</b>

COMMUNITY REDEVELOPMENT AGENCY

## Atlantic/Garvey Debt Service Fund - 0815

Tax Increment	01070	4,511,076	4,300,000	1,922,766	
Interest Income - F.A.	03750/03700	18,045	13,000	4,000	
<b>Total Atlantic/Garvey Debt Service Fund</b>		<b>4,529,121</b>	<b>4,313,000</b>	<b>1,926,766</b>	<b>0</b>

## Merged Debt Service Fund - 0825

Tax Increment	01070	3,953,972	4,929,000	1,884,057	
Interest Income - F.A.	03750/03700	13,048	7,200	2,500	
<b>Total Merged Debt Service Fund</b>		<b>3,967,020</b>	<b>4,936,200</b>	<b>1,886,557</b>	<b>0</b>

## SUMMARY OF REVENUES BY SOURCE

Description	Acct	Actual		Estimated	
		2010-2011	Budgeted 2011-2012	Actual 2011-2012	Estimated 2012-2013
<b>Atlantic/Garvey Capital Project Fund - 0810</b>					
Interest Income	03700	62,213	70,000	28,000	
<b>Total Atlantic/Garvey Capital Project Fund</b>		<b>62,213</b>	<b>70,000</b>	<b>28,000</b>	<b>0</b>
<b>Merged Capital Project Fund - 0820</b>					
Interest Income	03700	27,897	47,000	11,000	
Other Revenue	07530				
<b>Total Merged Capital Project Fund</b>		<b>27,897</b>	<b>47,000</b>	<b>11,000</b>	<b>0</b>
<b>Housing Fund - 0811</b>					
Tax Increment	01070/01080	2,116,262	2,175,000	951,706	
Interest Income	03700	29,437	50,000	10,000	
Program Income	05450	373	10,000		
Rental Income-325 E. Pomona	05451	24,547			
Rental Income-371 E. Pomona	05452	23,642			
Rental Income-341 E. Pomona	05453	29,925			
Rental Income-534 N. Chandler	05455	45,908			
<b>Total Housing Fund</b>		<b>2,270,095</b>	<b>2,235,000</b>	<b>961,706</b>	<b>0</b>
<b>Total CRA</b>		<b>10,856,346</b>	<b>11,601,200</b>	<b>4,814,029</b>	<b>0</b>
<b>Grand Total City &amp; CRA</b>		<b>82,315,912</b>	<b>77,645,942</b>	<b>73,965,857</b>	<b>65,395,253</b>

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GENERAL FUND EXPENDITURE & TRANSFER ANALYSIS

DEPARTMENT	FISCAL YEAR 2011-2012			FISCAL YEAR 2012-2013			DESCRIPTION OF FY 2012-2013 CHANGE
	Original Budget	Amended \$	Estimated Expenditures 2011-2012	Adjusted Budget 2011-2012	Amended \$	Estimated Budget 2012-2013	
Expenditure :							
1100 General Govt.	73,700		73,700	73,700		73,700	
1201 City Manager/Economic Development	139,746		139,746	139,746		139,746	
1301 City Clerk	224,512		224,512	224,512	100,000	324,512	Election Year
1400 Management Services	699,546		699,546	699,546		699,546	
1501 City Treasurer	18,301		18,301	18,301		18,301	
1601 City Attorney	170,000		170,000	170,000		170,000	
1700 Development Services	756,794		756,794	756,794		756,794	
1800 Personnel	294,062		294,062	294,062		294,062	
3100 Police	12,242,362	(20,336) <sup>(1)</sup>	12,242,362	12,242,362		12,242,362	
3200 Fire	8,399,753		8,399,753	8,399,753		8,399,753	
4200 Public Works	2,580,923		2,580,923	2,330,923 <sup>(8)</sup>		2,330,923	
5001/02 Capital / Equipment	48,770		48,770	48,770		48,770	
5101 General Liability	10,000		10,000	10,000		10,000	
5102 Post-Employment	691,000	(80,000) <sup>(4)</sup>	611,000	611,000		611,000	
6000 Library	1,574,990		1,574,990	1,574,990		1,574,990	
6500 Recreation & Community Services	2,015,732	(12,933) <sup>(2)</sup>	2,002,799	2,002,799		2,002,799	
<b>Adjustment:</b>							
Vacant Positions Savings		(300,000) <sup>(3)</sup>	(300,000)				
Street Sweeping Costs		(250,000) <sup>(9)</sup>	(250,000)				
RDA Cost Shifts to GF		250,000 <sup>(10)</sup>	250,000				
							5% Salary Restorations for POL, PCAP, & FMGT Units
							Furlough Expiration for Misc, MidMgmt, & Conf Units
							Merit Increase - Citywide
							CDBG Funded Expenditures to General Fund
							RDA Cost Re-allocations
							Supplies and Maintenance, 2%
							Utilities, + 3%
							Contracted Services (per CPI), + 3%
							Internal Service Fund, Technology/Communications, + 5%
							Internal Service Fund, Workers' Compensation, + 10%
<b>Total Expenditures</b>	<b>29,960,527</b>	<b>(413,269)</b>	<b>29,547,258</b>	<b>29,597,258</b>	<b>1,637,300</b>	<b>31,234,558</b>	
							Transfer to Retirement Fund for Pension Costs
							Increase over 2011-2012 Amended Budget: +11.5%
<b>Total Expenditures and Transfer</b>	<b>29,960,527</b>	<b>(413,269)</b>	<b>29,547,258</b>	<b>29,597,258</b>	<b>3,314,147</b>	<b>32,911,405</b>	

Note: <sup>(1)</sup> Budget transfer to Police JAG Grant.  
<sup>(2)</sup> Budget adjustments between GF & Recreation Fund.  
<sup>(3)</sup> GF savings on vacant positions.  
<sup>(4)</sup> GF savings on unemployment insurance costs.  
<sup>(5)</sup> Effective July 2012, the salary range for Police, Police Captain, and Fire Management is restored to prior to the 5% cuts implementation.  
<sup>(6)</sup> Furlough programs expire on September 30, 2012 per MOUs for Miscellaneous, Mid-Management, and Confidential.  
<sup>(7)</sup> Merit increase per MOUs.  
<sup>(8)</sup> Part of the street sweeping costs is shifted to Gas Tax Fund.  
<sup>(9)</sup> Portion of the CDBG funded expenditures are transferred to General Fund.  
<sup>(10)</sup> Re-allocation of redevelopment costs due to RDA elimination.

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

	2011-12	2012-13	2013-14	2014-15	2015-16	Notes
<b>Beginning Fund Balance</b>						
Unassigned	\$2,505,441	\$2,505,441	\$2,505,441	\$2,505,441	\$2,505,441	
Others	9,878,396	9,878,396	6,930,940	5,401,390	3,926,367	(18)
<b>Revenues:</b>						
Property Taxes	12,109,000	12,365,000	13,096,000	13,489,000	13,894,000	(1)
Sales Tax	4,328,440	4,437,000	4,548,000	4,689,000	4,806,000	(2)
Utility Tax	3,275,000	3,275,000	3,373,000	3,474,000	3,578,000	(3)
Vehicle In-lieu Tax	32,170					(4)
Other Taxes	1,882,500	1,892,500	1,930,000	1,969,000	2,008,000	(5)
Permits	757,300	823,500	1,345,000	700,000	700,000	(6)
Charges for Services	4,059,647	4,151,554	4,300,000	4,400,000	4,600,000	(7)
Licenses	973,400	973,400	1,003,000	1,033,000	1,064,000	(3)
Fines	765,000	765,000	780,000	796,000	812,000	(5)
Interest and Rental	600,218	555,345	566,000	577,000	589,000	(8)
Other Revenue	765,795	725,650	750,000	770,000	800,000	(9)
<b>Total Revenues</b>	<b>29,548,470</b>	<b>29,963,949</b>	<b>31,691,000</b>	<b>31,897,000</b>	<b>32,851,000</b>	
<b>Expenditures:</b>						
Salaries & Benefits	24,180,560	25,556,560	25,556,000	25,556,000	25,556,000	(10)
Maintenance & Operation	2,517,594	2,681,394	2,762,000	2,845,000	2,930,000	(11)
Contracted Services	835,313	965,313	894,000	1,021,000	952,000	(12)
Utilities	747,415	764,915	788,000	812,000	836,000	(13)
Vehicle Operating	1,000,106	1,000,106	1,050,000	1,103,000	1,158,000	(14)
Insurance	217,500	217,500	222,000	226,000	231,000	(15)
Small Capitals	31,500	31,500	60,000	65,000	65,000	
Capital Projects	17,270	17,270				
To OPEB Trust Fund					200,000	(16)
To Retirement Fund - Operating Transfer		1,676,847	1,888,550	1,744,023	1,487,781	(17)
<b>Total Expenditures</b>	<b>29,547,258</b>	<b>32,911,405</b>	<b>33,220,550</b>	<b>33,372,023</b>	<b>33,415,781</b>	
<b>Ending Fund Balance</b>	<b>\$12,385,049</b>	<b>\$9,436,381</b>	<b>\$7,906,831</b>	<b>\$6,431,808</b>	<b>\$5,867,027</b>	
<b>Future Capital Projects:</b>		\$148,000	\$340,000			(19)

**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. Projected future revenues include: 2012-13 Atlantic Times Square \$250,000 (offset by reductions due to appeals) ; 2013-14 Atlantic Times Square \$250,000 and MP Towne Centre \$110,000.
- (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, starting 2011-12.
- (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 AB1389 pass-through payments.
- (10) Amounts reflect the 5% salaries restoration for Police, PACP, & FMGT units, effective 7/2012 and furlough expiration for Miscellaneous, Mid-Management, and Confidential units in 10/2012.
- (11) 3% increase in maintenance, supplies, equipment, and other operating costs starting 2013-14.
- (12) 3% increase in contracted services, startup 2011-12. 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 6/30/2011 CAFR. Others include Committed: Unemployment Claim \$340,000; Catastrophic Event \$2,000,000; Stabilization funds \$3,000,000. Assigned: City Capital Improvement \$4,589,465. (Nonspendable fund balance, including: Advance to other funds \$703,230, Prepaid items \$7,100 & POs \$51,069 is excluded.)
- (19) 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**

	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>Notes</u>
<b>Beginning Fund Balance</b>	\$0	\$0	\$0	\$0	\$0	
<b>Revenues:</b>						
Property Taxes	4,220,000	4,299,000	4,514,000	4,740,000	4,977,000	(1)
From General Fund - Operating Transfer	0	1,676,847	1,888,550	1,744,023	1,487,781	(2)
From Pension Liability Fund	3,027,507	1,316,494	997,000	1,027,000	1,058,000	
<b>Total Revenues</b>	<u>7,247,507</u>	<u>7,292,341</u>	<u>7,399,550</u>	<u>7,511,023</u>	<u>7,522,781</u>	
<b>Expenditures:</b>						
PERS	4,960,580	5,000,000	5,100,000	5,202,000	5,202,000	(3)
Mass. Mutual	801,120	841,176	883,235	927,396	973,766	(4)
Actuarial Services	20,000	21,000	22,000	23,000	24,000	(5)
Pension Obligation Bonds	1,465,807	1,430,165	1,394,315	1,358,627	1,323,015	(6)
<b>Total Expenditures</b>	<u>7,247,507</u>	<u>7,292,341</u>	<u>7,399,550</u>	<u>7,511,023</u>	<u>7,522,781</u>	
<b>Ending Fund Balance</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
<b><u>PERS RATES:</u></b>						
	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	
<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	16.856%	17.919%	18.200%	17.910%	17.910%	(8)
<b><u>Safety Retirement Plan</u></b>						
Employee Rate (*)	9.000%	9.000%	9.000%	9.000%	9.000%	(7)
Employer Rate	24.695%	25.619%	26.100%	26.700%	27.100%	(8)

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

- (1) 5% growth (2% from reassessment and 3% from ownership transfer/new construction). 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. For FY 2014/15 and beyond, the employer rate reduction can be expected due to a new 2nd tier benefit (2.5% @55) for miscellaneous employees hired after March 2012.
- (4) Contributions to the Mass Mutual Retirement Plan per the actuarial valuation report as of 7/1/2009. Mass Mutual Plan is the City's retirement plan prior to the participation to the PERS system. 5% increases are projected starting 2012-13.
- (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% starting 10/2011, newly hired Safety employees pay 3%.
- (8) Projected pension employer and employee contribution rates per 6/30/2010 CalPERS Annual Valuation Report.

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

	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>Notes</u>
<b>Beginning Fund Balance</b>	\$2,436,001 <sup>(3)</sup>	\$348,494	\$0	\$0	\$0	
<b>Revenues:</b>						
<b>From RDA Pension Override</b>	940,000	968,000	997,000	1,027,000	1,058,000	(1)
<b>Total Revenues</b>	<u>940,000</u>	<u>968,000</u>	<u>997,000</u>	<u>1,027,000</u>	<u>1,058,000</u>	
<b>Expenditures:</b>						
<b>Transfer to Retirement Fund</b>	3,027,507	1,316,494	997,000	1,027,000	1,058,000	(2)
<b>Total Expenditures</b>	<u>3,027,507</u>	<u>1,316,494</u>	<u>997,000</u>	<u>1,027,000</u>	<u>1,058,000</u>	
<b>Ending Fund Balance</b>	<u>\$348,494</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	

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

- (1) Transfer from Redevelopment Fund for future retirement funding.
- (2) Transfer to Retirement Fund to meet funding requirement.
- (3) The balance excludes pension override amounts from 1983-84 to 2007-08, totaling \$7,842,427. (Merged Capital Project & Debt Services Fund \$2,845,079. Atlantic Garvey Capital Project & Debt Services Fund \$4,997,348.) This note is for information only.

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

	2011-12	2012-13	2013-14	2014-15	2015-16	Notes
<b>Beginning Fund Balance</b>	\$784,551	\$998,222	\$1,305,122	\$1,639,522	\$2,002,022	
<b>Revenues:</b>						
State Gas Tax	1,626,500	1,641,500	1,691,000	1,742,000	1,794,000	(1)
Bikeway (SB821)	28,000	28,000	29,000	30,000	31,000	(1)
Interest Income	1,000	1,200	1,900	2,600	2,800	
<b>Total Revenues</b>	<b>1,655,500</b>	<b>1,670,700</b>	<b>1,721,900</b>	<b>1,774,600</b>	<b>1,827,800</b>	
<b>Expenditures:</b>						
Salaries & Benefits	760,024	760,000	760,000	760,000	760,000	(2)
Maintenance & Operation	52,305	53,900	55,500	57,200	58,900	(3)
Street Cleaning (Gas Tax portion)	250,000	257,500	265,200	273,000	281,000	(4)
Utilities	12,000	12,400	12,800	13,200	13,600	(5)
Vehicle Operating	266,700	280,000	294,000	308,700	324,100	(6)
Small Capital	19,600					(7)
Capital Projects						(7)
Capital Projects - Carryover	81,200					
<b>Total Expenditures</b>	<b>1,441,829</b>	<b>1,363,800</b>	<b>1,387,500</b>	<b>1,412,100</b>	<b>1,437,600</b>	
<b>Ending Fund Balance</b>	<b>\$998,222</b>	<b>\$1,305,122</b>	<b>\$1,639,522</b>	<b>\$2,002,022</b>	<b>\$2,392,222</b>	
<b>Future Capital Projects:</b>		\$25,000	\$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) 0% increase in salaries & benefits. Transfer salaries & benefits to Measure R for 2.5 years.
- (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) 5% 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>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>Notes</u>
Beginning Fund Balance	(\$74,689)	(\$111,488)	(\$61,488)	\$76,812	\$349,312	(2)
Revenues:						
Park Facilities Fees	27,000	50,000	138,300	600,000	62,000	(1)
<b>Total Revenues</b>	<b>27,000</b>	<b>50,000</b>	<b>138,300</b>	<b>600,000</b>	<b>62,000</b>	
Expenditures:						
Repay General Fund Loan				327,500		
Capital Projects - Carryover	63,799					
<b>Total Expenditures</b>	<b>63,799</b>	<b>0</b>	<b>0</b>	<b>327,500</b>	<b>0</b>	
<b>Ending Fund Balance</b>	<b><u>(\$111,488)</u></b>	<b><u>(\$61,488)</u></b>	<b><u>\$76,812</u></b>	<b><u>\$349,312</u></b>	<b><u>\$411,312</u></b>	
<b>Future Capital Projects:</b>		<b>\$588,100</b>	<b>\$690,600</b>	<b>\$595,000</b>	<b>\$395,000</b>	<b>(3)</b>

**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 \$62,000. Projected future revenues include 2013-14 \$76,300 from MP Towne Centre.
- (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**

	2011-12	2012-13	2013-14	2014-15	2015-16	Notes
<b>Beginning Fund Balance</b>	\$1,624,969	\$1,112,727	\$1,110,526	\$687,626	\$869,126	
<b>Revenues:</b>						
Proposition A	840,000	840,000	857,000	874,000	891,000	(1)
Proposition A Incentive	104,000	110,000	104,000	104,000	104,000	(2)
Fares	61,000	62,000	62,000	62,000	62,000	
Interest Income	4,200	4,400	5,100	3,500	2,000	
Sale of Surplus Property						
<b>Total Revenues</b>	<b>1,009,200</b>	<b>1,016,400</b>	<b>1,028,100</b>	<b>1,043,500</b>	<b>1,059,000</b>	
<b>Expenditures:</b>						
Salaries & Benefits	461,731	463,601	464,000	464,000	464,000	(3)
Maintenance & Operation	19,130	19,700	20,300	20,900	21,500	(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	17,000	17,000	17,000	17,000	17,000	
Motor Pools Charges	105,000	108,000	111,000	114,000	117,000	(8)
Transit Bus Contract (Prop A portion)	140,300	179,000				(9)
Bus Replacement			600,000		600,000	(10)
Capital Projects - Carryover	553,381					
<b>Total Expenditures</b>	<b>1,521,442</b>	<b>1,018,601</b>	<b>1,451,000</b>	<b>862,000</b>	<b>1,473,000</b>	
<b>Ending Fund Balance</b>	<b>\$1,112,727</b>	<b>\$1,110,526</b>	<b>\$687,626</b>	<b>\$869,126</b>	<b>\$455,126</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) 0% 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 scheduled four in 2010-11 through a combined funding of the MTA CNG Bus Replacement grant of \$780,000 and the City Proposition A funds of \$470,000.

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

	2011-12	2012-13	2013-14	2014-15	2015-16	Notes
Beginning Fund Balance	\$933,867	\$1,025,067	\$1,075,367	\$837,667	\$496,967	
Revenues:						
Measure R	540,000	540,000	556,000	573,000	590,000	(1)
Interest Income	2,200	2,300	2,300	2,300	2,300	
<b>Total Revenues</b>	<b>542,200</b>	<b>542,300</b>	<b>558,300</b>	<b>575,300</b>	<b>592,300</b>	
Expenditures:						
Salaries & Benefits	76,000	182,000	182,000	182,000	182,000	(2)
Road Repair Supplies	115,000	130,000	150,000	170,000	190,000	
Slurry Seal of Various Streets	100,000	100,000	100,000	100,000	100,000	(3)
Transit Bus Contract			284,000	384,000	484,000	(4)
Sidewalk Reconstruction	80,000	80,000	80,000	80,000	80,000	
Capital Projects - Carryover	80,000					
<b>Total Expenditures</b>	<b>451,000</b>	<b>492,000</b>	<b>796,000</b>	<b>916,000</b>	<b>1,036,000</b>	
Ending Fund Balance	<u>\$1,025,067</u>	<u>\$1,075,367</u>	<u>\$837,667</u>	<u>\$496,967</u>	<u>\$53,267</u>	
Future Capital Projects:		\$250,000	\$150,000	\$100,000	\$100,000	

**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.

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

	2011-12	2012-13	2013-14	2014-15	2015-16	Notes
Beginning Fund Balance	\$989,238	\$719,398	\$492,498	\$437,998	\$391,998	
Revenues:						
Proposition C	730,000	730,000	745,000	760,000	775,000	(1)
Interest Income	2,800	2,100	1,500	1,000	900	
<b>Total Revenues</b>	<b>732,800</b>	<b>732,100</b>	<b>746,500</b>	<b>761,000</b>	<b>775,900</b>	
Expenditures:						
Maintenance & Operation	160,412	165,000	170,000	175,000	180,000	(2)
Transit Bus Contract (Prop C portion)	741,700	764,000	600,000	600,000	600,000	(3)
Metrolink Station JPA	29,000	30,000	31,000	32,000	33,000	
Capital Projects - Carryover	71,528					(4)
<b>Total Expenditures</b>	<b>1,002,640</b>	<b>959,000</b>	<b>801,000</b>	<b>807,000</b>	<b>813,000</b>	
<b>Ending Fund Balance</b>	<b>\$719,398</b>	<b>\$492,498</b>	<b>\$437,998</b>	<b>\$391,998</b>	<b>\$354,898</b>	
<b>Future Capital Projects:</b>		\$75,000	\$25,000	\$25,000	\$25,000	(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**

	2011-12	2012-13	2013-14	2014-15	2015-16	Notes
Beginning Fund Balance	\$1,102,558	974,596	781,991	587,572	372,368	
Revenues:						
Asset Forfeiture Revenue	371,000	382,500	400,000	400,000	400,000	(1)
Interest Income	1,800		1,600	1,500	1,200	
<b>Total Revenues</b>	<b>372,800</b>	<b>382,500</b>	<b>401,600</b>	<b>401,500</b>	<b>401,200</b>	
Expenditures:						
Salaries & Benefits	27,250	28,000	28,000	28,000	28,000	(2)
Maintenance & Operation	188,008	194,000	200,000	206,000	212,000	(3)
Police Vehicle Replacement		100,000	120,000	140,000	160,000	
Debt Service	37,972	53,105	48,019	42,705	37,150	(4)
Small Capitals	42,800					
Capital Purchases	170,000	200,000	200,000	200,000	200,000	(5)
Capital Projects - Carryover	34,732					
<b>Total Expenditures</b>	<b>500,762</b>	<b>575,105</b>	<b>596,019</b>	<b>616,705</b>	<b>637,150</b>	
<b>Ending Fund Balance</b>	<b>\$974,596</b>	<b>\$781,991</b>	<b>\$587,572</b>	<b>\$372,368</b>	<b>\$136,417</b>	
<b>Future Capital Projects:</b>	<del>.....</del>	<del>.....</del> \$150,000 <del>.....</del>	<del>.....</del> \$50,000 <del>.....</del>	<del>.....</del> \$150,000 <del>.....</del>	<del>.....</del> \$50,000 <del>.....</del>	(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>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>Notes</u>
<b>Beginning Fund Balance</b>	<b>\$260,353</b>	<b>\$203,890</b>	<b>\$145,250</b>	<b>\$85,530</b>	<b>\$24,730</b>	
<b>Revenues:</b>						
Business Improvement Fees	60,000	60,000	61,000	62,000	63,000	(1)
Interest Income	460	360	280	200	50	
<b>Total Revenues</b>	<b>60,460</b>	<b>60,360</b>	<b>61,280</b>	<b>62,200</b>	<b>63,050</b>	
<b>Expenditures:</b>						
Sidewalk Cleaning	116,923	119,000	121,000	123,000	87,780	(2)
<b>Total Expenditures</b>	<b>116,923</b>	<b>119,000</b>	<b>121,000</b>	<b>123,000</b>	<b>87,780</b>	
<b>Ending Fund Balance</b>	<b>\$203,890</b>	<b>\$145,250</b>	<b>\$85,530</b>	<b>\$24,730</b>	<b>\$0</b>	

**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. 1% increase based on the number of businesses in the Bid area.
- (2) 2% increase in contracted services. FY 2015-16, transfer costs to gas tax funding.

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

	2011-12	2012-13	2013-14	2014-15	2015-16	Notes
Beginning Fund Balance	\$172,101	\$211,881	\$252,581	\$175,281	\$219,761	
Revenues:						
Air Quality Allocation	74,000	75,000	77,000	79,000	81,000	
Interest Income	280	300	400	280	350	
<b>Total Revenues</b>	<b>74,280</b>	<b>75,300</b>	<b>77,400</b>	<b>79,280</b>	<b>81,350</b>	
Expenditures:						
Ridesharing Programs	31,500	31,500	31,500	31,500	31,500	
Maintenance & Operation	3,000	3,100	3,200	3,300	3,400	(1)
Motor Vehicles-Passenger			120,000			
<b>Total Expenditures</b>	<b>34,500</b>	<b>34,600</b>	<b>154,700</b>	<b>34,800</b>	<b>34,900</b>	
Ending Fund Balance	<u>\$211,881</u>	<u>\$252,581</u>	<u>\$175,281</u>	<u>\$219,761</u>	<u>\$266,211</u>	
Future Capital Projects:		\$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>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>Notes</u>
Beginning Fund Balance	\$142,860	\$84,834	\$118,134	\$173,034	\$214,234	
Revenues:						
Special Assessment	970,000	975,000	1,020,000	1,040,000	1,060,000	(1)
<b>Total Revenues</b>	<b>970,000</b>	<b>975,000</b>	<b>1,020,000</b>	<b>1,040,000</b>	<b>1,060,000</b>	
Expenditures:						
Salaries & Benefits	290,459	200,700	200,700	210,000	210,000	(2)
Maintenance & Operation	12,610	13,000	13,400	13,800	14,200	(3)
Contracted Services	93,257	96,000	99,000	102,000	105,000	(4)
Vehicle Operating	56,700	60,000	63,000	66,000	69,000	(5)
Utilities	555,000	572,000	589,000	607,000	625,000	(6)
Capital Projects	20,000					(7)
<b>Total Expenditures</b>	<b>1,028,026</b>	<b>941,700</b>	<b>965,100</b>	<b>998,800</b>	<b>1,023,200</b>	
Ending Fund Balance	<u>\$84,834</u>	<u>\$118,134</u>	<u>\$173,034</u>	<u>\$214,234</u>	<u>\$251,034</u>	
Future Capital Projects:		\$20,000	\$20,000	\$20,000	\$20,000	(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**

	2011-12	2012-13	2013-14	2014-15	2015-16	Notes
<b>Beginning Fund Balance</b>	\$172,092	\$173,588	\$156,492	\$138,446	\$119,460	
<b>Revenues:</b>						
Library Parcel Tax	500,000	503,750	503,750	503,750	504,000	(1)
Interest Income	350	350	400	460	480	
<b>Total Revenues</b>	<u>500,350</u>	<u>504,100</u>	<u>504,150</u>	<u>504,210</u>	<u>504,480</u>	
<b>Expenditures:</b>						
Salaries & Benefits	50,694	100,000	100,000	100,000	100,000	(2)
Maintenance & Operation	35,664	38,000	39,000	40,000	41,000	(3)
Debt Service	383,196	383,196	383,196	383,196	383,196	(4)
Capital Purchases	29,300					(5)
<b>Total Expenditures</b>	<u>498,854</u>	<u>521,196</u>	<u>522,196</u>	<u>523,196</u>	<u>524,196</u>	
<b>Ending Fund Balance</b>	<u>\$173,588</u>	<u>\$156,492</u>	<u>\$138,446</u>	<u>\$119,460</u>	<u>\$99,744</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. Projected future revenues include: 2011-12 \$1,250 (50 units) from Atlantic Times Square; 2012-13 \$3,750 (150 units) from Times Square.
- (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>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>Notes</u>
Beginning Fund Balance	\$0	\$0	\$0	\$0	\$0	
Revenues:						
Safety Augmentation	550,000	550,000	561,000	572,000	583,000	(1)
Total Revenues	<u>550,000</u>	<u>550,000</u>	<u>561,000</u>	<u>572,000</u>	<u>583,000</u>	
Expenditures:						
Salaries & Benefits	550,000	550,000	561,000	572,000	583,000	(2)
Ending Fund Balance	<u><u>\$0</u></u>	<u><u>\$0</u></u>	<u><u>\$0</u></u>	<u><u>\$0</u></u>	<u><u>\$0</u></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>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>Notes</u>
<b>Beginning Fund Balance</b>	(\$30,803)	(\$416,715)	(\$418,215)	(\$401,315)	\$113,985	
<b>Revenues:</b>						
Impact Fees	75,000	80,000	100,000	600,000	200,000	(1)
Sales of Property						
Interest Income						
<b>Total Revenues</b>	<u>75,000</u>	<u>80,000</u>	<u>100,000</u>	<u>600,000</u>	<u>200,000</u>	
<b>Expenditures:</b>						
Salaries & Benefits	75,000	30,000	30,000	30,000	0	(2)
Maintenance & Operation	44,920	46,300	47,700	49,100	50,600	(3)
Contracted Services	5,000	5,200	5,400	5,600	5,800	(4)
Training	10,000					
Debt Services	20,000					(5)
Capital Purchases	114,500					(6)
Capital Projects - Carryover	191,492					
<b>Total Expenditures</b>	<u>460,912</u>	<u>81,500</u>	<u>83,100</u>	<u>84,700</u>	<u>56,400</u>	
<b>Ending Fund Balance</b>	<u>(\$416,715)</u>	<u>(\$418,215)</u>	<u>(\$401,315)</u>	<u>\$113,985</u>	<u>\$257,585</u>	
<b>Future Capital Projects:</b>		\$428,100	\$425,000	\$500,000	\$300,000	(6)

**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.
- (2) 0% increase in salaries & benefits.
- (3) 3% increase in maintenance, supplies and other operating costs.
- (4) 3% increase in contracted services.
- (5) 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.
- (6) Source: Preliminary Five-year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.

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

	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>Notes</u>
<b>Beginning Fund Balance</b>	\$792,520	\$797,020	\$801,620	\$735,720	\$619,720	
<b>Revenues:</b>						
Environmental Liability Fees	122,000	122,000	131,800	131,800	131,800	(1)
Interest Income	2,500	2,600	2,300	2,200	2,000	
<b>Total Revenues</b>	<u>124,500</u>	<u>124,600</u>	<u>134,100</u>	<u>134,000</u>	<u>133,800</u>	
<b>Expenditures:</b>						
Contribution to General Liability Fund	120,000	120,000	200,000	250,000	300,000	(2)
<b>Total Expenditures</b>	<u>120,000</u>	<u>120,000</u>	<u>200,000</u>	<u>250,000</u>	<u>300,000</u>	
<b>Ending Fund Balance</b>	<u><u>\$797,020</u></u>	<u><u>\$801,620</u></u>	<u><u>\$735,720</u></u>	<u><u>\$619,720</u></u>	<u><u>\$453,520</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  
Water Operation Fund**

	2011-12	2012-13	2013-14	2014-15	2015-16	Notes
<b>Beginning Fund Balance</b>	<b>\$10,935,047</b>	<b>\$11,955,335</b>	<b>\$11,395,486</b>	<b>\$10,821,217</b>	<b>\$10,708,458</b>	
<b>Revenues:</b>						
Water Sales	7,300,000	7,400,000	7,696,000	8,004,000	8,324,000	(1)
Connection Fees	75,000	75,000	77,000	79,000	81,000	
Meter Installation	150,000	150,000	155,000	160,000	165,000	
Financing				6,000,000		(2)
Other Revenue	100	100	100	100	100	
Water Rights	2,400,000	800,000	800,000	800,000	800,000	
<b>Total Revenues</b>	<b>9,925,100</b>	<b>8,425,100</b>	<b>8,728,100</b>	<b>15,043,100</b>	<b>9,370,100</b>	
<b>Expenditures:</b>						
Water Administration	3,565,917	4,041,592	4,163,000	4,288,000	4,417,000	(3)
Water Commercial	541,564	557,000	573,000	589,000	606,000	(4)
Water Production	1,577,466	1,624,800	1,673,500	1,723,700	1,775,400	(5)
Water Distribution	1,029,531	1,060,000	1,092,000	1,125,000	1,159,000	(6)
Debt Service	302,227	301,557	300,869	330,159	330,159	(7)
Additional Debt Service				500,000	500,000	(7)
Capital Projects - Water Main	451,000					(8)
Capital Projects - Financing				6,000,000		
Capital Projects - Other	952,000	1,000,000	1,000,000			
OPEB Set Aside	300,000	400,000	500,000	600,000	700,000	
Capital Projects - Carryover	185,107					
<b>Total Expenditures</b>	<b>8,904,812</b>	<b>8,984,949</b>	<b>9,302,369</b>	<b>15,155,859</b>	<b>9,487,559</b>	
<b>Ending Fund Balance</b>	<b>\$11,955,335</b>	<b>\$11,395,486</b>	<b>\$10,821,217</b>	<b>\$10,708,458</b>	<b>\$10,590,999</b>	
<b>Future Capital Projects:</b>		\$842,000	\$964,000	\$8,764,000	\$3,120,000	(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. 20112-13 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**

	2011-12	2012-13	2013-14	2014-15	2015-16	Notes
Beginning Fund Balance	\$3,489,125	\$2,787,476	\$2,504,176	\$2,014,576	\$1,546,676	(1)
Revenues:						
Treatment Surcharge	2,700,000	2,750,000	2,886,000	3,002,000	3,122,000	(2)
SGWQA Grant						
Potential Responsible Parties Reimb.	1,755,171	250,000				
Other Revenue - Insurance Reimb.	30,000	30,000	30,000	30,000	30,000	
<b>Total Revenues</b>	<b>4,485,171</b>	<b>3,030,000</b>	<b>2,916,000</b>	<b>3,032,000</b>	<b>3,152,000</b>	
Expenditures:						
Well #5 VOC	615,297	647,250	667,000	687,000	708,000	(3)
Well #12 VOC	718,580	753,250	776,000	799,000	823,000	(4)
Delta Perchlorate	307,826	327,250	334,000	341,000	348,000	(5)
Wells #1,3,10 VOC	590,043	621,250	640,000	659,000	679,000	(6)
Well #12 Dual Barrier	320,885	331,000	341,000	351,000	362,000	(7)
Well #15	143,639	148,000	152,000	157,000	162,000	(8)
Well #5 Perchlorate	101,559	110,000	120,000	130,000	140,000	
Post Employment	5,000	5,300	5,600	5,900	6,200	
Debt Service	370,000	370,000	370,000	370,000	370,000	(9)
Water Capital - Perchlorate Contingency	227,000					
Capital Projects	1,786,992					
<b>Total Expenditures</b>	<b>5,186,820</b>	<b>3,313,300</b>	<b>3,405,600</b>	<b>3,499,900</b>	<b>3,598,200</b>	
<b>Ending Fund Balance</b>	<b>\$2,787,476</b>	<b>\$2,504,176</b>	<b>\$2,014,576</b>	<b>\$1,546,676</b>	<b>\$1,100,476</b>	
<b>Future Capital Projects:</b>			<b>\$1,500,000</b>		<b>\$2,000,000</b>	

**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**

	2011-12	2012-13	2013-14	2014-15	2015-16	Notes
Beginning Fund Balance	\$586,866	\$593,579	\$238,179	\$275,379	\$318,079	
Revenues:						
Sewer Fees	245,000	260,000	268,000	276,000	284,000	(1)
Sewer Reconstruction Fee			500	1,000	1,000	(2)
<b>Total Revenues</b>	<b>245,000</b>	<b>260,000</b>	<b>268,500</b>	<b>277,000</b>	<b>285,000</b>	
Expenditures:						
Salaries & Benefits	101,287	130,000	130,000	130,000	130,000	(3)
Maintenance & Operation	30,500	31,400	32,300	33,300	34,300	(4)
Contracted Services	65,000	67,000	69,000	71,000	73,000	(5)
Small Capital	2,500					(7)
Capital Projects	39,000	387,000				(7)
<b>Total Expenditures</b>	<b>238,287</b>	<b>615,400</b>	<b>231,300</b>	<b>234,300</b>	<b>237,300</b>	
Ending Fund Balance	<u>\$593,579</u>	<u>\$238,179</u>	<u>\$275,379</u>	<u>\$318,079</u>	<u>\$365,779</u>	(6)
Future Capital Projects:			\$470,000	\$28,000	\$120,000	(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**

	2011-12	2012-13	2013-14	2014-15	2015-16	Notes
<b>Beginning Fund Balance</b>	\$2,800,329	\$2,353,716	\$1,714,616	\$1,123,816	\$583,316	
<b>Revenues:</b>						
Refuse Fees	5,650,000	5,750,000	5,923,000	6,101,000	6,284,000	(1)
Waste Management Fees	315,000	320,000	330,000	340,000	350,000	
<b>Total Revenues</b>	<u>5,965,000</u>	<u>6,070,000</u>	<u>6,253,000</u>	<u>6,441,000</u>	<u>6,634,000</u>	
<b>Expenditures:</b>						
Salaries & Benefits	648,584	866,000	866,000	866,000	866,000	(2)
Maintenance & Operation	367,395	378,000	389,000	401,000	413,000	(3)
Waste Reduction-AB 939	2,000	2,000	2,000	2,000	2,000	(4)
Refuse Pick-Up Contract	4,789,500	4,885,000	4,983,000	5,083,000	5,185,000	(4)
Other Contracted Services	139,912	143,000	146,000	149,000	152,000	(5)
Utilities	10,200	10,500	10,800	11,100	11,400	(6)
Allocated Costs	125,000	140,000	160,000	180,000	200,000	(7)
Vehicle Operating	7,262	7,600	8,000	8,400	8,800	(8)
NPDES	75,000	77,000	79,000	81,000	83,000	(9)
Capital Projects	24,260					(10)
Capital Projects - Carryover	22,500					
OPEB Set Aside	200,000	200,000	200,000	200,000		
<b>Total Expenditures</b>	<u>6,411,613</u>	<u>6,709,100</u>	<u>6,843,800</u>	<u>6,981,500</u>	<u>6,921,200</u>	
<b>Ending Fund Balance</b>	<u>\$2,353,716</u>	<u>\$1,714,616</u>	<u>\$1,123,816</u>	<u>\$583,316</u>	<u>\$296,116</u>	
<b>Future Capital Projects:</b>		\$10,000	\$10,000			(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, starting 2011-12.
- (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**

	2011-12	2012-13	2013-14	2014-15	2015-16	Notes
Beginning Fund Balance (11)	\$1,281,679	\$1,374,988	\$1,209,566	\$1,081,566	\$993,866	
Revenues:						
Interfund Charges	1,718,554	1,704,478	1,790,000	1,880,000	1,974,000	(1)
<b>Total Revenues</b>	<b>1,718,554</b>	<b>1,704,478</b>	<b>1,790,000</b>	<b>1,880,000</b>	<b>1,974,000</b>	
Expenditures:						
Salaries & Benefits	450,000	465,500	466,000	466,000	466,000	(2)
Maintenance & Operation	160,752	166,000	171,000	176,000	181,000	(3)
Contracted Services	66,000	68,000	70,000	72,000	74,000	(4)
Utilities	20,800	21,400	22,000	22,700	23,400	(5)
Insurance	205,000	209,000	213,000	217,000	221,000	(6)
Fuel	524,000	540,000	556,000	573,000	590,000	(7)
Vehicle/Equipment Replacement		400,000	420,000	441,000	463,050	(8)
Small Capitals						
Capital Projects						(9)
Capital Projects - Carryover	198,693					
<b>Total Expenditures</b>	<b>1,625,245</b>	<b>1,869,900</b>	<b>1,918,000</b>	<b>1,967,700</b>	<b>2,018,450</b>	
Ending Fund Balance	<u>\$1,374,988</u>	<u>\$1,209,566</u>	<u>\$1,081,566</u>	<u>\$993,866</u>	<u>\$949,416</u>	
Future Capital Projects		\$525,000	\$1,063,000	\$225,000		(9)
Capital Assets, net of Accumulated Depreciation	1,283,817	1,322,300	1,362,000	1,402,900	1,445,000	(10)

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

- (1) Because of the elimination of the City's Redevelopment Agency, allocation reductions for 2011-12 were \$22,834 Motor Pool, \$1,527 Worker's Comp, \$22,440 Separation Benefit, \$16,965 Technology and for 2012-13 are \$36,910 Motor Pool, \$15,200 Worker's Comp, \$53,289 Separation Benefit, \$24,712 Technology.
- (2) 0% increase in salaries & benefits. 2012-13 reflects added personnel costs due to the elimination of the Redevelopment Agency.
- (3) 3% increase in maintenance, supplies and other operating costs.
- (4) 3% increase in contracted services.
- (5) 3% increase in utilities.
- (6) 2% increase in insurance costs.
- (7) 3% increase in fuel.
- (8) 5% increase in vehicle/equipment replacement.
- (9) Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.
- (10) Valuation of fixed assets based on historical costs. Estimated increase is 3% per year.
- (11) Available fund balance represents current assets minus current liabilities.

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

	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>Notes</u>
Beginning Fund Balance (5)	\$2,494,448	\$2,941,968	\$3,724,639	\$4,564,639	\$5,464,639	
Revenues:						
Interfund Charges	1,509,520	1,478,671	1,553,000	1,631,000	1,713,000	(1)
<b>Total Revenues</b>	<b>1,509,520</b>	<b>1,478,671</b>	<b>1,553,000</b>	<b>1,631,000</b>	<b>1,713,000</b>	
Expenditures:						
Separation/Retirement	500,000	530,000	543,000	557,000	571,000	(2)
Fire Holiday Payout	162,000	166,000	170,000	174,000	178,000	(3)
Leave Cashout	400,000					(3)
<b>Total Expenditures</b>	<b>1,062,000</b>	<b>696,000</b>	<b>713,000</b>	<b>731,000</b>	<b>749,000</b>	
<b>Ending Fund Balance</b>	<b><u>\$2,941,968</u></b>	<b><u>\$3,724,639</u></b>	<b><u>\$4,564,639</u></b>	<b><u>\$5,464,639</u></b>	<b><u>\$6,428,639</u></b>	
Outstanding Accrued Leave Liabilities Per 6/30/2011 CAFR	\$5,540,000	\$5,679,000	\$5,821,000	\$5,967,000	\$6,116,000	(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 2011-12 were \$22,834 Motor Pool, \$1,527 Worker's Comp, \$22,440 Separation Benefit, \$16,965 Technology and 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.
- (5) Available fund balance represents current assets minus current liabilities.

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

	2011-12	2012-13	2013-14	2014-15	2015-16	Notes
Beginning Fund Balance (8)	\$2,181,205	\$1,585,060	\$1,593,715	\$1,578,715	\$1,539,715	
Revenues:						
Interfund Charges	790,000	790,000	790,000	790,000	790,000	(1)
Refunds & Rebates						
<b>Total Revenues</b>	<b>790,000</b>	<b>790,000</b>	<b>790,000</b>	<b>790,000</b>	<b>790,000</b>	
Expenditures:						
Salaries & Benefits	22,345	22,345	23,000	23,000	23,000	(2)
Claims Administration	28,800	30,000	31,000	32,000	33,000	(3)
Insurance Premium	478,000	492,000	507,000	522,000	538,000	(3)
Legal Fees	80,000	82,000	84,000	87,000	90,000	(4)
Claims Expenses	150,000	155,000	160,000	165,000	170,000	(4)
Capital Projects - Carryover	27,000					
To Workers' Comp Fund - (Transfer)	600,000					
<b>Total Expenditures</b>	<b>1,386,145</b>	<b>781,345</b>	<b>805,000</b>	<b>829,000</b>	<b>854,000</b>	
Ending Fund Balance	<u>\$1,585,060</u>	<u>\$1,593,715</u>	<u>\$1,578,715</u>	<u>\$1,539,715</u>	<u>\$1,475,715</u>	(5)
Future Capital Projects				\$80,000	\$40,000	(7)
Outstanding Liabilities :						
(Per CAFR)						
Non-Current Claims	\$558,000	\$575,000	\$592,000	\$610,000	\$628,000	(6)
Estimated Potential Major Claims	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	
Total Claims Liabilities	<u>\$ 2,058,000</u>	<u>\$ 2,075,000</u>	<u>\$ 2,092,000</u>	<u>\$ 2,110,000</u>	<u>\$ 2,128,000</u>	

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

- (1) Interfund charges.
- (2) 0% increase in salaries & benefits.
- (3) 3% increase in claim administration services and insurance premium.
- (4) 3% 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.
- (8) Available fund balance represents current assets minus current liabilities.

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

	2011-12	2012-13	2013-14	2014-15	2015-16	Notes
Beginning Fund Balance (9)	\$215,171	\$542,101	\$319,633	\$173,233	\$113,958	
<b>Revenues:</b>						
Interfund Charges	1,166,775	1,269,932	1,397,000	1,537,000	1,691,000	(1)
Refunds & Rebates						
From General Liability Fund - Transfer	600,000					
<b>Total Revenues</b>	<b>1,766,775</b>	<b>1,269,932</b>	<b>1,397,000</b>	<b>1,537,000</b>	<b>1,691,000</b>	
<b>Expenditures:</b>						
Salaries & Benefits	22,845	24,000	24,000	24,000	24,000	(2)
Claims Administration	80,000	82,400	84,900	87,400	90,000	(3)
Legal Fees	155,000	160,000	165,000	170,000	175,000	(4)
Insurance Premium	850,000	876,000	902,000	929,000	957,000	(5)
Claims Expenses	332,000	350,000	367,500	385,875	405,169	(6)
<b>Total Expenditures</b>	<b>1,439,845</b>	<b>1,492,400</b>	<b>1,543,400</b>	<b>1,596,275</b>	<b>1,651,169</b>	
<b>Ending Fund Balance</b>	<b>\$542,101</b>	<b>\$319,633</b>	<b>\$173,233</b>	<b>\$113,958</b>	<b>\$153,789</b>	(7)
<b>Outstanding Liabilities: (Per CAFR)</b>						
Non-Current Claims	\$3,144,000	\$3,238,000	\$3,335,000	\$3,435,000	\$3,538,000	(8)
Estimated Potential Major Claims	500,000	500,000	500,000	500,000	500,000	
<b>Total Claims Liabilities</b>	<b>\$ 3,644,000</b>	<b>\$ 3,738,000</b>	<b>\$ 3,835,000</b>	<b>\$ 3,935,000</b>	<b>\$ 4,038,000</b>	

**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 for 2011-12 were \$22,834 Motor Pool, \$1,527 Worker's Comp, \$22,440 Separation Benefit, \$16,965 Technology and for 2012-13 are \$36,910 Motor Pool, \$15,200 Worker's Comp, \$53,289 Separation Benefit, \$24,712 Technology.
- (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.
- (9) Available fund balance represents current assets minus current liabilities.

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

	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>Notes</u>
Beginning Fund Balance (4)	\$877,786	\$899,363	\$650,901	\$411,901	\$185,901	
<b>Revenues:</b>						
Interfund Charges	131,848	131,538	151,000	174,000	200,000	(1)
<b>Total Revenues</b>	<u>131,848</u>	<u>131,538</u>	<u>151,000</u>	<u>174,000</u>	<u>200,000</u>	
<b>Expenditures:</b>						
Capital Projects	70,000	380,000	390,000	400,000	250,000	(3)
Capital Projects - Carryover	40,271					
<b>Total Expenditures</b>	<u>110,271</u>	<u>380,000</u>	<u>390,000</u>	<u>400,000</u>	<u>250,000</u>	
<b>Ending Fund Balance</b>	<u><u>\$899,363</u></u>	<u><u>\$650,901</u></u>	<u><u>\$411,901</u></u>	<u><u>\$185,901</u></u>	<u><u>\$135,901</u></u>	(2)
<b>Future Capital Projects</b>	.....					(3)
<b>Capital Assets, net of Accumulated Depreciation</b>	268,845	295,730	325,302	357,833	393,616	

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

- (1) Because of the elimination of the City's Redevelopment Agency, allocation reductions for 2011-12 were \$22,834 Motor Pool, \$1,527 Worker's Comp, \$22,440 Separation Benefit, \$16,965 Technology and for 2012-13 are \$36,910 Motor Pool, \$15,200 Worker's Comp, \$53,289 Separation Benefit, \$24,712 Technology.
- (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.
- (4) Available fund balance represents current assets minus current liabilities.

CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
2011-12 To 2016-17

PROJECT DESCRIPTION	FUNDING SOURCE	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	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			350,000
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
Online Payment Process for City Fees, Fines, and Permits (Strategic Goal)	Water Operation	20,000						20,000
	Refuse	20,000						20,000
	Technology	20,000						20,000
<b>TOTAL GENERAL ADMINISTRATION</b>		110,000	90,000	490,000	300,000	350,000	50,000	1,390,000
<b>GENERAL ADMINISTRATION</b>								
<b>FUNDING RECAP</b>								
General		0	0	70,000	0	0	0	70,000
Public Safety Impact Fee		0	0	0	0	300,000	0	300,000
Refuse		20,000	0	0	0	0	0	20,000
Technology		70,000	90,000	390,000	300,000	50,000	50,000	950,000
Water Operation		20,000	0	30,000	0	0	0	50,000
<b>TOTAL GENERAL ADMINISTRATION</b>		110,000	90,000	490,000	300,000	350,000	50,000	1,390,000

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 2011-12 To 2016-17

PROJECT DESCRIPTION	FUNDING SOURCE	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	PROJECT TOTAL
<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>								
Zoning Ordinance Completion/Health and Sustainability Elements/CEQA Greenhouse Gas	General Plan Trust	80,000						80,000
<b>TOTAL COMMUNITY DEVELOPMENT DEPARTMENT</b>		80,000	0	0	0	0	0	80,000
<b>FUNDING RECAP :</b>								
General Plan Trust		80,000	0	0	0	0	0	80,000
<b>TOTAL COMMUNITY DEVELOPMENT DEPARTMENT</b>		80,000	0	0	0	0	0	80,000

CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
2011-12 To 2016-17

PROJECT DESCRIPTION	FUNDING SOURCE	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	PROJECT TOTAL
<b>FIRE DEPARTMENT</b>								
Station 61 - Exterior Painting	Public Safety Impact Fee	20,000						20,000
Station 61 - Apparatus Floor Repair & Resurfacing	Public Safety Impact Fee		49,800					49,800
Station 61 - Paint Interior Walls and Trim	Public Safety Impact Fee		30,800					30,800
Station 61 - Shower Remodel	General		45,000					45,000
Station 61 - Replace Asphalt Parking Lot w/Concrete	Public Safety Impact Fee		50,000					50,000
Station 61 - Dorm/Bathroom Major Remodel	Public Safety Impact Fee			425,000				425,000
Station 61 - Apparatus Bay Extension	Public Safety Impact Fee				500,000			500,000
Station 61 - Fire Ladder Truck	Shop			1,063,000				1,063,000
Station 61 - Fire Engine	Shop		525,000					525,000
Station 61 - Rescue Ambulance	Shop				225,000			225,000
Station 61 - Parking Lot Upgrade	Public Safety Impact Fee		75,000					75,000
Station 61 - Shower Remodel	Public Safety Impact Fee		90,000					90,000
Station 62 - Exterior Painting	Public Safety Impact Fee	17,500						17,500
Station 62 - Replacement	Fire Financing			4,000,000				4,000,000
Station 62 - Roof Replacement	Public Safety Impact Fee	40,000						40,000
Station 62, 63 - Carpet Replacement	Public Safety Impact Fee	7,000						7,000
Station 63 - Retaining Wall	Public Safety Impact Fee		80,000					80,000
Station 63 - Locker Replacement	Public Safety Impact Fee		12,500					12,500
Station 63 - Roof Replacement	Public Safety Impact Fee	30,000						30,000
Station 63 - Study	Public Safety Impact Fee		40,000					40,000

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 2011-12 To 2016-17

PROJECT DESCRIPTION	FUNDING SOURCE	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	PROJECT TOTAL
<b>TOTAL FIRE DEPARTMENT</b>		114,500	998,100	5,488,000	725,000	0	0	7,325,600
<b>FUNDING RECAP :</b>								
Fire Financing		0	0	4,000,000	0	0	0	4,000,000
General		0	45,000	0	0	0	0	45,000
Public Safety Impact Fee		114,500	428,100	425,000	500,000	0	0	1,467,600
Shop		0	525,000	1,063,000	225,000	0	0	1,813,000
<b>TOTAL FIRE DEPARTMENT</b>		114,500	998,100	5,488,000	725,000	0	0	7,325,600

CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
2011-12 To 2016-17

PROJECT DESCRIPTION	FUNDING SOURCE	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	PROJECT TOTAL
<b>POLICE DEPARTMENT</b>								
Evidence Room Storage System Upgrade	Asset Forfeiture	125,000						125,000
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
New Computer Server and Switches	Asset Forfeiture	30,000						30,000
Mobile Data Computer Equipment	Asset Forfeiture	15,000						15,000
Interagency Communication Interoperability System (ICIS)	Asset Forfeiture						700,000	700,000
<b>TOTAL POLICE</b>		170,000	200,000	100,000	200,000	100,000	700,000	1,470,000
<b>FUNDING RECAP :</b>								
Asset Forfeiture		170,000	200,000	100,000	200,000	100,000	700,000	1,470,000
<b>TOTAL POLICE</b>		170,000	200,000	100,000	200,000	100,000	700,000	1,470,000

CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
2011-12 To 2016-17

PROJECT DESCRIPTION	FUNDING SOURCE	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	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						4,600	4,600
Concession Stand Rehabilitation	Park Facilities					75,000	75,000	75,000
Service Club Kitchen Rehabilitation	Park Facilities		25,000			75,000		75,000
Service Club Painting	Park Facilities		10,000					25,000
Pool house Painting	Park Facilities				50,000			10,000
Playground Equipment Replacement	Park Facilities						60,000	50,000
Park Storage Building	Park Facilities						100,000	60,000
Auto Fill to Barnes Pool	Park Facilities		72,000					100,000
Barnes Park Pool Filters	Park Facilities		54,000					72,000
Barnes Park Pool Heaters	Park Facilities							54,000
<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
<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
<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
Museum Wall Repair	General	7,000						7,000
<b>George Elder Park:</b>								
Misc Improv - Restroom Valves & Urinal Replace.	General		3,900					3,900

CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
2011-12 To 2016-17

PROJECT DESCRIPTION	FUNDING SOURCE	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	PROJECT TOTAL
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
Youth Hut - Door Replacement	General	6,000						6,000
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		20,000		95,000			95,000
New Driveway (top)	Park Facilities							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					4,500
Roof Replacement	Park Facilities			65,000				65,000
Front Door Replacement	Park Facilities					25,000		25,000
Exercise Equipment Replacement	Park Facilities					35,000		35,000
Restroom Rehabilitation-New Partitions	Pepsi Grant (0343 Trust)	10,000						10,000
<b>Pine Tree Park :</b>								
Drinking Fountain	Park Facilities			4,600				4,600
Irrigation System Improvement	Park Facilities			11,000				11,000
<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

CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
2011-12 To 2016-17

PROJECT DESCRIPTION	FUNDING SOURCE	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	PROJECT TOTAL
<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
Monument Signs Replacement at 14 Parks	Pepsi Grant (0343 Trust)	60,000						60,000
<b>On Going Projects:</b>								
Tree Well Maintenance	Maintenance District	5,000	5,000	5,000	5,000	5,000	5,000	30,000
Specialty Restaurant / Golf Course Maintenance	Maintenance Grant (0344 Trust)	77,300	79,600	82,000	84,500	87,000	89,500	499,900
<b>TOTAL PUBLIC WORKS DEPARTMENT - PARKS</b>		165,300	495,200	767,600	684,500	487,000	369,500	2,969,100
<b>FUNDING RECAP :</b>								
General		13,000	14,500	0	0	0	0	27,500
Maintenance District		5,000	5,000	5,000	5,000	5,000	5,000	30,000
Park Facilities		0	396,100	680,600	595,000	395,000	275,000	2,341,700
Maintenance Grant (0344 Trust)		77,300	79,600	82,000	84,500	87,000	89,500	499,900
Pepsi Grant (0343 Trust)		70,000	0	0	0	0	0	70,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - PARKS</b>		165,300	495,200	767,600	684,500	487,000	369,500	2,969,100

CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
2011-12 To 2016-17

PROJECT DESCRIPTION	FUNDING SOURCE	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	PROJECT TOTAL
<b>PUBLIC WORKS DEPARTMENT - BUILDING</b>								
<i>Building Maintenance</i>								
City Yard Fence	AQMD		12,000					12,000
	Park Facilities		12,000					12,000
	Water Operation		12,000					12,000
	Sewer		12,000					12,000
City Hall 2nd Level Parking Structure Repair	General			270,000				270,000
City Hall, Police and Fire HQ Interior Painting	General		80,000					80,000
Fire Stations Air Duct Cleaning	Liability			40,000				40,000
City Hall Air Duct Cleaning	Liability			80,000				80,000
Service Club Roof Replacement	Park Facilities		90,000					90,000
Sequoia, Edison Trails, Bella Vista, and Lower La Loma Parks - Restroom Roof Replacement	Park Facilities		80,000					80,000
Library Landscaping	General		8,500					8,500
Emergency Power System Upgrade	Library Tax	29,300						29,300
City Yard Building	Water Operation	7,900						7,900
Entrance Doors Repair - El Encanto	CRA - Atlantic/Garvey (*)							0
City Halls AC Control Panel	General	4,270						4,270
	Water Operation	4,270						4,270
	Refuse	4,260						4,260
<u>On Going Projects...</u> Median Maintenance	Maintenance District	15,000	15,000	15,000	15,000	15,000	15,000	90,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - BUILDING</b>		65,000	321,500	285,000	95,000	55,000	15,000	836,500

(\*) Projects cancelled due to the elimination of the City's Redevelopment Agency on 2/1/2012.

CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
2011-12 To 2016-17

PROJECT DESCRIPTION	FUNDING SOURCE	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	PROJECT TOTAL
<b>FUNDING RECAP</b>								
AQMD		0	12,000	0	0	0	0	12,000
Refuse		4,260	0	0	0	0	0	4,260
Sewer		0	12,000	0	0	0	0	12,000
Park Facilities		0	182,000	0	0	0	0	182,000
Water Operation		12,170	12,000	0	0	0	0	24,170
General		4,270	88,500	270,000	0	0	0	362,770
Maintenance District		15,000	15,000	15,000	15,000	15,000	15,000	90,000
Liability		0	0	0	80,000	40,000	0	120,000
Library Tax		29,300	0	0	0	0	0	29,300
<b>TOTAL PUBLIC WORKS DEPARTMENT - BUILDING</b>		<b>65,000</b>	<b>321,500</b>	<b>285,000</b>	<b>95,000</b>	<b>55,000</b>	<b>15,000</b>	<b>836,500</b>

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 2011-12 To 2016-17

PROJECT DESCRIPTION	FUNDING SOURCE	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	PROJECT TOTAL
<b>PUBLIC WORKS DEPARTMENT - SANITARY SEWER</b>								
<i>Sanitary Sewer (per the Sewer Master Plan adopted by the City Council 11/6/96)</i>								
Sanitary Sewer Rehabilitation	Sewer		230,000					230,000
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	39,000						39,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - SANITARY SEWER</b>		39,000	355,000	450,000	28,000	120,000	90,000	1,082,000
<b>FUNDING RECAP :</b>								
Sewer		39,000	355,000	450,000	28,000	120,000	90,000	1,082,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - SANITARY SEWER</b>		39,000	355,000	450,000	28,000	120,000	90,000	1,082,000

CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
2011-12 To 2016-17

PROJECT DESCRIPTION	FUNDING SOURCE	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	PROJECT TOTAL
<b>PUBLIC WORKS DEPARTMENT - ENGINEERING</b>								
<i>Engineering Division</i>								
Wheelchair Ramps ADA Eligible	CDBG	40,000						40,000
Sidewalk Construction	SB821 Measure R	28,000	30,000 100,000	31,000	32,000	32,000	35,000	188,000 100,000
Localized Pavement Repairs	Measure R Water Operation		50,000 50,000	50,000 50,000				100,000 100,000
Corporate Yard General Plan	Water Operation Sewer		10,000 20,000	10,000 20,000				20,000 40,000
	Refuse Parks Facilities		10,000 10,000	10,000 10,000				20,000 20,000
Traffic Calming Measures - Citywide	Gas Tax		25,000	25,000	25,000	25,000	25,000	125,000
Traffic Signal Upgrade I	Proposition C		25,000	25,000	25,000	25,000	25,000	125,000
Slurry Seal of Various Streets	Measure R	100,000	100,000	100,000	100,000	100,000	100,000	600,000
Pavement Management Program Update Biennial Update Required for Prop C Fund Eligibility	Proposition C		50,000				50,000	100,000
Street Resurfacing (various)	Proposition 1B	958,998						958,998
Downtown Pedestrian Linkage Plan	CRA- Merged (*)							0
Signage / Wayfinding Plan - Phase II	CRA - Atlantic/Garvey (*) CRA- Merged (*)							0 0
Garvey Avenue Median Island Landscaping	Water Operation	220,000						220,000
Various Median Island Landscaping	To Be Determined		270,000					270,000
Citywide Beautification Project	To Be Determined		150,000					150,000
Bike Trail Master Plan	Bike		25,000					25,000

(\*) Projects cancelled due to the elimination of the City's Redevelopment Agency on 2/1/2012.

CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
2011-12 To 2016-17

PROJECT DESCRIPTION	FUNDING SOURCE	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	PROJECT TOTAL
<b>TOTAL PUBLIC WORKS DEPARTMENT - ENGINEERING</b>		1,346,998	925,000	331,000	182,000	182,000	235,000	3,201,998
FUNDING RECAP :								
Gas Tax		0	25,000	25,000	25,000	25,000	25,000	125,000
Bike		0	25,000	0	0	0	0	25,000
CDBG		40,000	0	0	0	0	0	40,000
Parks Facilities		0	10,000	10,000	0	0	0	20,000
Proposition C		0	75,000	25,000	25,000	25,000	75,000	225,000
Refuse		0	10,000	10,000	0	0	0	20,000
SB821		28,000	30,000	31,000	32,000	32,000	35,000	188,000
Sewer		0	20,000	20,000	0	0	0	40,000
Water Operation		220,000	60,000	60,000	0	0	0	340,000
Measure R		100,000	250,000	150,000	100,000	100,000	100,000	800,000
Proposition 1B		958,998	0	0	0	0	0	958,998
To Be Determined		0	420,000	0	0	0	0	420,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - ENGINEERING</b>		1,346,998	925,000	331,000	182,000	182,000	235,000	3,201,998

CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
2011-12 To 2016-17

PROJECT DESCRIPTION	FUNDING SOURCE	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	PROJECT TOTAL
<b>PUBLIC WORKS DEPARTMENT - WATER</b>								
<i>Water Division (per the Water Master Plan adopted by the City Council 11/6/96)</i>								
<u>On-Going Projects:</u>								
Meter Exchange Program An Ongoing Program to Replace Old and Inefficient Meters	Water Operation	200,000	200,000	200,000	250,000	250,000	300,000	1,400,000
Well Electrical and Pump Station Upgrades	Water Operation	30,000	103,000	40,000	45,000	50,000	55,000	323,000
Well Redevelopment Program An Ongoing Program to Maintain Efficiency of All City Owned Water Wells	Water Operation	120,000	140,000	150,000	200,000	250,000	250,000	1,110,000
Well Telemetry	Water Operation	25,000	27,000	28,000	29,000	30,000	30,000	169,000
Street Maintenance	Water Operation	350,000	400,000	450,000	500,000	550,000	600,000	2,850,000
<u>Water Main Replacement Projects:</u>								
Water Main Replacement	Water Operation	451,000	1,000,000	1,276,000	1,750,000	2,100,000	1,000,000	7,577,000
<u>Water Operational Projects:</u>								
Reservoir & Well Landscaping	Water Operation			30,000				30,000
Bradshawe Reservoir Replacement	Water Operation				6,000,000			6,000,000
Replace Surge Tank with VFD at Bradshawe 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
<u>Water Treatment Plant Projects:</u>								
Perchlorate Contingency Plan	Water Treatment	227,000						227,000

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 2011-12 To 2016-17

PROJECT DESCRIPTION	FUNDING SOURCE	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	PROJECT TOTAL
Ultraviolet Treatment Facility	Water Treatment Financing		1,500,000					1,500,000
Ion Exchange Treatment Facility	Water Treatment Financing			2,000,000				2,000,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - WATER</b>		1,403,000	1,870,000	4,474,000	8,894,000	5,230,000	2,235,000	24,106,000
<b>FUNDING RECAP:</b>								
Water Treatment Financing		0	0	1,500,000	0	2,000,000	0	3,500,000
Water Operation		1,176,000	1,870,000	2,974,000	8,894,000	3,230,000	2,235,000	20,379,000
Water Treatment		227,000	0	0	0	0	0	227,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - WATER</b>		1,403,000	1,870,000	4,474,000	8,894,000	5,230,000	2,235,000	24,106,000

CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
2011-12 To 2016-17

PROJECT DESCRIPTION	FUNDING SOURCE	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	PROJECT TOTAL
Asset Forfeiture		170,000	200,000	100,000	200,000	100,000	700,000	1,470,000
AQMD		0	12,000	0	0	0	0	12,000
Bike		0	25,000	0	0	0	0	25,000
CDBG		40,000	0	0	0	0	0	40,000
Fire Financing		0	0	4,000,000	0	0	0	4,000,000
Gas Tax (State)		0	25,000	25,000	25,000	25,000	25,000	125,000
General		17,270	148,000	340,000	0	0	0	505,270
General Plan Trust		80,000	0	0	0	0	0	80,000
Liability		0	0	0	80,000	40,000	0	120,000
Library Tax		29,300	0	0	0	0	0	29,300
Maintenance District		20,000	20,000	20,000	20,000	20,000	20,000	120,000
Maintenance Grant (0344 Trust)		77,300	79,600	82,000	84,500	87,000	89,500	499,900
Measure R		100,000	250,000	150,000	100,000	100,000	100,000	800,000
Park Facilities		0	588,100	690,600	595,000	395,000	275,000	2,543,700
Pepsi Grant		70,000	0	0	0	0	0	70,000
Proposition 1B		958,998	0	0	0	0	0	958,998
Proposition C		0	75,000	25,000	25,000	25,000	75,000	225,000
Public Safety Impact Fee		114,500	428,100	425,000	500,000	300,000	0	1,767,600
Refuse		24,260	10,000	10,000	0	0	0	44,260
Sewer		39,000	387,000	470,000	28,000	120,000	90,000	1,134,000
Shop		0	525,000	1,063,000	225,000	0	0	1,813,000
SB821		28,000	30,000	31,000	32,000	32,000	35,000	188,000
Technology		70,000	90,000	390,000	300,000	50,000	50,000	950,000
Water Operation		1,428,170	1,942,000	3,064,000	8,894,000	3,230,000	2,235,000	20,793,170
Water Treatment		227,000	0	0	0	0	0	227,000
Water Treatment Financing		0	0	1,500,000	0	2,000,000	0	3,500,000
To Be Determined		0	420,000	0	0	0	0	420,000
<b>CITYWIDE TOTAL</b>		<b>3,493,798</b>	<b>5,254,800</b>	<b>12,385,600</b>	<b>11,108,500</b>	<b>6,524,000</b>	<b>3,694,500</b>	<b>42,461,198</b>

CITY OF MONTEREY PARK  
 CAPITAL IMPROVEMENT PROGRAM  
 CARRYOVER PROJECTS PRIOR TO 2011-12

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2011-2012
<b>COMMUNITY CAPITAL CARRYOVER (5004)</b>			
NEW FIRE STATION #2 - DESIGN	0010-5004-90650	General	30,000.00
CITY HALL SKYLIGHTS REPAIRS	0010-5004-96026	General	22,500.00
LIBRARY LANDSCAPING DESIGN	0010-5004-96029	General	2,500.00
CITY INFORMATIONAL SIGNS REPL	0022-5004-96027	Gas Tax (State)	19,000.00
CITY HALL SKYLIGHTS REPAIRS	0043-5004-96026	Refuse	22,500.00
EMERGENCY GENERATOR PLACEMENT	0060-5004-96008	Shop	110,802.00
TRAFFIC MAINT. BLDG IMPROVE	0060-5004-96021	Shop	7,891.00
AUTO SHOP ROOF REPAIR/PAINTING	0060-5004-96028	Shop	80,000.00
FIRE STATIONS AIR DUCT CLEAN	0062-5004-96025	Liability	27,000.00
GIS NEEDS ASSESSMENT	0063-5004-99054	Technology	25,000.00
NETWORK EQUIPMENT UPGRADE	0063-5004-99055	Technology	15,271.00
CASCADES PK WATERFALL LIGHTIN	0070-5004-91491	Park Facilities	10,072.00
BARNES PK PIC SHELTER REROOF	0070-5004-91498	Park Facilities	39,000.00
VARIOUS PLAYGROUND IMPROVEMEN	0070-5004-91504	Park Facilities	14,726.96
EMERGENCY ALERTING SYSTEM	0071-5004-99710	Public Safety Impact Fee	30,000.00
VHF PORTABLE/MOBILE RADIOS	0071-5004-99712	Public Safety Impact Fee	23,092.00
CARDIAC DEFIBRILLATORS	0071-5004-99713	Public Safety Impact Fee	11,200.00
EMERGENCY OPERATIONS CENTER	0071-5004-99714	Public Safety Impact Fee	127,200.00
CITY HALL SKYLIGHTS REPAIRS	0092-5004-96026	Water Operation	22,500.00
TRANSIT BUS REPLACEMENT	0109-5004-99005	Proposition A	500,000.00
POLICE MOBILE RADIO (XTS-3000	0160-5004-99308	Asset Forfeiture	22,859.19
POL MOBILE RADIO (ASTRO SPEC)	0160-5004-99309	Asset Forfeiture	11,873.01
PARK RESTROOM IMPROVEMENTS	0343-5004-91513	Recreation Grant	149,925.00
CHANNEL 55 UPGRADES	0351-5004-91483	Charter Comm Trust Grant	6,340.29
ZONING ORDINANCE UPDATES	0352-5004-99004	General Plan Trust	142,000.00
TRANSIT BUS REPLACEMENT	0354-5004-99005	MTA Call Project Grant	780,000.00
ENERGY USE&SUSTAINABILITY PLA	0420-5004-96022	EEC Block Grant	87,635.13
SUSTAINABLE & GREEN POLICY	0420-5004-96024	EEC Block Grant	50,462.00
EMERGENCY ALERTING SYSTEM	0430-5004-99710	Regional Assist to Firefighter	120,000.00
CARDIAC DEFIBRILLATORS	0430-5004-99713	Regional Assist to Firefighter	56,000.00
VHF PORTABLE/MOBILE RADIOS	0431-5004-99712	Assistance to Firefighter	92,370.00
EMERGENCY OPERATIONS CENTER	0435-5004-99714	Emergency Operations Center	375,000.00
ZONING ORDINANCE UPDATES	0440-5004-99004	Sustainable Comm Planning	160,000.00
<b>TOTAL COMMUNITY CAPITAL CARRYOVER (5004)</b>			<b>3,194,719.58</b>

CITY OF MONTEREY PARK  
 CAPITAL IMPROVEMENT PROGRAM  
 CARRYOVER PROJECTS PRIOR TO 2011-12

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2011-2012
FUNDING RECAP :			
Asset Forfeiture			34,732.20
Assistance to Firefighter			92,370.00
Charter Comm Trust Grant			6,340.29
EEC Block Grant			138,097.13
Emergency Operations Center			375,000.00
Gas Tax (State)			19,000.00
General			55,000.00
General Plan Trust			142,000.00
Liability			27,000.00
MTA Call Project Grant			780,000.00
Park Facilities			63,798.96
Proposition A			500,000.00
Public Safety Impact Fee			191,492.00
Recreation Grant			149,925.00
Refuse			22,500.00
Regional Assist to Firefighter			176,000.00
Shop			198,693.00
Sustainable Comm Planning			160,000.00
Technology			40,271.00
Water Operation			22,500.00

**TOTAL COMMUNITY CAPITAL CARRYOVER (5004)**

**3,194,719.58**

CITY OF MONTEREY PARK  
 CAPITAL IMPROVEMENT PROGRAM  
 CARRYOVER PROJECTS PRIOR TO 2011-12

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2011-2012
<b>PUBLIC WORKS - STREET CONSTRUCTION CARRYOVER (5003)</b>			
Sidewalk Reconstruction	0023-5003-89340	Bike	62,200.00
Street Resurfacing Projects	0025-5003-91900	Gas Tax (County)	187,205.00
Various Street Resurfacing I	0026-5003-91915	State Transp	285,820.83
Localized Pavement Repairs	0092-5003-91914	Water Operation	162,606.80
MP Transit Facility at ELAC	0109-5003-91750	Proposition A	53,380.80
Sidewalk Reconstruction	0110-5003-89340	Measure R	80,000.00
Signage Wayfinding Program	0166-5003-91909	Proposition C	55,000.00
Overhead Street Name Signs	0166-5003-91918	Proposition C	16,528.29
Vagabond Retaining Wall	0201-5003-91760	Los Angeles County Grant	32,100.00
MP Transit Facility at ELAC	0342-5003-91750	Safetea-Lu Grant	469,629.14
MP Transit Facility at ELAC	0346-5003-91750	ELAC Contribution	144,917.00
Signage Wayfinding Program	0353-5003-91909	MTA Call Grant	110,000.00
Various Street Resurfacing II	0356-5003-91915	LACMTA	618,226.00
<b>TOTAL STREET CONSTRUCTION CARRYOVER (5003)</b>			<b>2,277,613.86</b>
<b>FUNDING RECAP :</b>			
Bike			62,200.00
ELAC Contribution			144,917.00
Gas Tax (County)			187,205.00
LACMTA			618,226.00
Los Angeles County Grant			32,100.00
Measure R			80,000.00
MTA Call Grant			110,000.00
Proposition A			53,380.80
Proposition C			71,528.29
Safetea-Lu Grant			469,629.14
State Transp			285,820.83
Water Operation			162,606.80
<b>TOTAL STREET CONSTRUCTION CARRYOVER (5003)</b>			<b>2,277,613.86</b>

CITY OF MONTEREY PARK  
 CAPITAL IMPROVEMENT PROGRAM  
 CARRYOVER PROJECTS PRIOR TO 2011-12

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2011-2012
<b>WATER CAPITAL CARRYOVER (4225)</b>			
WELLS REDEVELOPMENT	0092-4225-81240	Water Operation	103,176.35
PUMP STATION UPGRADES	0092-4225-81860	Water Operation	6,900.00
DELTA CHLORINE GENERATION	0092-4225-82232	Water Operation	15,850.00
WATER MASTER PLAN UPDATE	0092-4225-82240	Water Operation	4,386.00
WELL 5/6 AIR STRIPPER	0093-4225-82247	Water Treatment	1,786,991.85
WATER RATES STUDY	0092-4225-82249	Water Operation	40,000.00
<b>TOTAL WATER CAPITAL CARRYOVER (4225)</b>			<b>1,957,304.20</b>
<b>FUNDING RECAP</b>			
Water Operation			170,312.35
Water Treatment			1,786,991.85
<b>TOTAL WATER CAPITAL CARRYOVER (4225)</b>			<b>1,957,304.20</b>

CITY OF MONTEREY PARK  
 CAPITAL IMPROVEMENT PROGRAM  
 CARRYOVER PROJECTS PRIOR TO 2011-12

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2011-2012
Asset Forfeiture			34,732.20
Assistance to Firefighter			92,370.00
Bike			62,200.00
Charter Comm Trust Grant			6,340.29
EEC Block Grant			138,097.13
ELAC Contribution			144,917.00
Emergency Operations Center			375,000.00
Gas Tax (State)			19,000.00
Gas Tax (County)			187,205.00
General			55,000.00
General Plan Trust			142,000.00
LACMTA			618,226.00
Liability			27,000.00
Los Angeles County Grant			32,100.00
Measure R			80,000.00
MTA Call Grant (Signage)			110,000.00
MTA Call Project Grant			780,000.00
Park Facilities			63,798.96
Proposition A			553,380.80
Proposition C			71,528.29
Public Safety Impact Fee			191,492.00
Recreation Grant			149,925.00
Refuse			22,500.00
Regional Assist to Firefighter			176,000.00
Safetea-Lu Grant			469,629.14
Shop			198,693.00
State Transp			285,820.83
Sustainable Comm Planning			160,000.00
Technology			40,271.00
Water Operation			355,419.15
Water Treatment			1,786,991.85
<b>CITYWIDE CARRYOVER TOTAL</b>			<b>7,429,637.64</b>

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

FUNDING SOURCE	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	PROJECT TOTAL
<b><i>Summary (Current &amp; Carryover)</i></b>							
Asset Forfeiture	204,732	200,000	100,000	200,000	100,000	700,000	1,504,732
AQMD	0	12,000	0	0	0	0	12,000
Assistance to Firefighter	92,370	0	0	0	0	0	92,370
Bike	62,200	25,000	0	0	0	0	87,200
CDBG	40,000	0	0	0	0	0	40,000
Charter Comm Trust Grant	6,340	0	0	0	0	0	6,340
EEC Block Grant	138,097	0	0	0	0	0	138,097
ELAC Contribution	144,917	0	0	0	0	0	144,917
Emergency Operations Center	375,000	0	0	0	0	0	375,000
Fire Financing	0	0	4,000,000	0	0	0	4,000,000
Gas Tax (State)	19,000	25,000	25,000	25,000	25,000	25,000	144,000
Gas Tax (County)	187,205	0	0	0	0	0	187,205
General	72,270	148,000	340,000	0	0	0	560,270
General Plan Trust	222,000	0	0	0	0	0	222,000
LACMTA	618,226	0	0	0	0	0	618,226
Liability	27,000	0	0	80,000	40,000	0	147,000
Library Tax	29,300	0	0	0	0	0	29,300
Los Angeles County Grant	32,100	0	0	0	0	0	32,100
Maintenance District	20,000	20,000	20,000	20,000	20,000	20,000	120,000
Maintenance Grant (0344 Trust)	77,300	79,600	82,000	84,500	87,000	89,500	499,900
Measure R	180,000	250,000	150,000	100,000	100,000	100,000	880,000
MTA Call Grant (Signage)	110,000	0	0	0	0	0	110,000
MTA Call Project Grant	780,000	0	0	0	0	0	780,000
Park Facilities	63,799	588,100	690,600	595,000	395,000	275,000	2,607,499
Pepsi Grant	70,000	0	0	0	0	0	70,000
Proposition A	553,381	0	0	0	0	0	553,381
Proposition 1B	958,998	0	0	0	0	0	958,998
Proposition C	71,528	75,000	25,000	25,000	25,000	75,000	296,528
Public Safety Impact Fee	305,992	428,100	425,000	500,000	300,000	0	1,959,092
Recreation Grant	149,925	0	0	0	0	0	149,925
Regional Assist to Firefighter	176,000	0	0	0	0	0	176,000
Refuse	46,760	10,000	10,000	0	0	0	66,760
Safetee-Lu Grant	469,629	0	0	0	0	0	469,629
Sewer	39,000	387,000	470,000	28,000	120,000	90,000	1,134,000
Shop	198,693	525,000	1,063,000	225,000	0	0	2,011,693
SB821	28,000	30,000	31,000	32,000	32,000	35,000	188,000
State Transp	285,821	0	0	0	0	0	285,821

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

FUNDING SOURCE	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	PROJECT TOTAL
Sustainable Comm Planning	160,000	0	0	0	0	0	160,000
Technology	110,271	90,000	390,000	300,000	50,000	50,000	990,271
Water Operation	1,783,569	1,942,000	3,064,000	8,894,000	3,230,000	2,235,000	21,148,569
Water Treatment	2,013,992	0	0	0	0	0	2,013,992
Water Treatment Financing	0	0	1,500,000	0	2,000,000	0	3,500,000
To Be Determined	0	420,000	0	0	0	0	420,000
<b>Total Funding</b>	<b>10,923,436</b>	<b>5,254,800</b>	<b>12,385,600</b>	<b>11,108,500</b>	<b>6,524,000</b>	<b>3,694,500</b>	<b>49,890,836</b>

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**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)	40,000	48,000
City Hall Information Desk, # of Volunteers	5	1
City Hall Information Desk, # of Public Contacts	3,500	1104
Passport Application Processing	600	150*
General Municipal Election Voter Turnout	Not an Election Year	

\*Reflects decrease in applicants due to declining economic conditions.

**2011-2012 GOALS AND OBJECTIVES**

1. Goal: Complete previously launched record management and destruction plan for all departments. Plan and solutions were previously prepared but no action taken due to vacancy in city manager's position.  
  
Status: City retention and destruction policy adopted by Council. Implementation is now underway.
  
2. Goal: Prepare and plan for modifications to city website to make it up-to-date depending on costs and budget allocations.  
  
Status: City staff is reviewing potential changes and services provided by current provider. Budget to remodel and update current city website is being developed.

**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.	21	21
✓ Number of years received awards from GFOA for excellence in financial reporting.	23	23 <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.

**2011-2012 GOALS AND OBJECTIVES**

1. Goal: Continue the final phase development of an automated uploading of payroll timecards from City departments to Finance Division for processing and payment. Citywide training is scheduled in May 2012 for a final implementation in June 2012. This automation will streamline the payroll process and reduce the time required for manual data inputting.  
  
Status: This project has been delayed due to several high priority projects, including the new CalPERS Report and the State Local Government Compensation Report. The IT has resumed programming in December and will schedule training and implementation in mid-April of 2012.
  
2. Goals: 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 throughout the year.

## Activity 1404 – Data Processing

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
✓ Major Programming Projects	3	2
✓ Modifications/Enhancements to Existing Programs	4	6

### 2011-2012 GOALS AND OBJECTIVES

1. **Goals:** Implement a citywide online timecard program in June 2012. Departments will enter their timecards via the intranet, thus reducing payroll hours inputting time. Citywide training is scheduled in May 2012.  
  
**Status:** The IT personnel completed overhaul of the CalPERS reporting system in September. The online timecard program has been delayed due to several priorities programming projects. The online timecard program is at its final phase development and will be completed by April 2012.
  
2. **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	5,460	3,900
Utility Bills Mailed (Original and Delinquent)	88,650	49,800
Customers Paying with Credit Cards	9,000	3,259
Customers Paying with Direct Pay	1,620	2,124

**2011-2012 GOALS AND OBJECTIVES**

1. Goals: Staff will implement the online payment process for utility bills and work with customers to ensure smooth transition to online payment method.

Status: Staff has completed requests for proposals and is recommending Council to approve a vendor to move forward with this project. Pending Council approval, staff will implement the new system and work with customers to utilize this system before the end of the 2012 Fiscal Year.

**Activity 1407 – Support Services**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Purchase Orders Issued	1,650	414
Requisitions Processed	2,580	475

**2011-2012 GOALS AND OBJECTIVES**

1. Goals: Staff will begin transmitting reports to the State of California through an online process. This new process will allow staff to save the cost of magnetic media and postage to submit these required reports.

Status: Staff is utilizing this new process and has not only saved on the cost of supplies, but the time taken to complete and send this data to the State.

## Activity 1408 – Communication/Duplication

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Mail Handled	487,000	99,660

### 2011-2012 GOALS AND OBJECTIVES

1. Goals: Evaluate the City's phone and computer lines to ensure all connected/active lines are being properly utilized and ensure any non-essential services are discontinued.  
  
Status: Staff is working with each City department to have them assist in identifying any unused lines to disconnect and ensure all affected bills are modified in conjunction with this process.

**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	\$47.3 million	\$57.1 million
✓ Interest Investment Earnings	\$208,000	\$125,114 <sup>(1)</sup>

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

**2011-2012 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 2011-12 for the City was \$57.1 million, with an average yield of 0.41%.

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 17, 2011.

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 2010-11 annual investment report was presented to the City Council on August 17, 2011.

**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	3	1
Conditional Use Permits	8	1
General Plan Amendments	1	0
Modification to Specific Plan	0	0
Parcel Maps	2	2
Precise Plan Related	1	0
Radius Map/Mailing	14	3
Specific Plan Amendments	0	0
Tentative Tract Maps	1	0
Time Extensions	5	0
Variances	2	0
Zone Changes	1	0
<b>CEQA</b>		
Environmental Impact Reports	1	0
Negative Declarations	5	1
Categorical Exemptions	14	3
<b>DESIGN REVIEW</b>		
Signs	10	6
Remodels, No increase of floor area	6	4
Remodels, Increase of floor area	1	3
New Construction < 10,000 SF	1	0
New Construction > 10,000 SF	1	0
Landscaping	8	11
Single Family Residential	4	2

**ADMINISTRATIVE APPLICATIONS**

Annual Review of CUPs/Variances	0	0
Banners	100	31
Minor Departure	4	4
Second Units	1	0
Site Plan Review	13	5
Temporary Use Permit	33	7
Traffic Study	2	1
Yard Sales	350	180

**PLAN CHECK**

Process within 72 hours	100%	100%
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**2011-2012 GOALS AND OBJECTIVES**

1. Goal: Adopt the Climate Action Plan and implement the Green House Gas strategies.  
Status: The draft Climate Action Plan has been completed and should be adopted in March, 2012.
2. Goal: Adopt the new Zoning Ordinance.  
Status: The draft document has been completed and should be adopted in June, 2012.
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.  
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 December, 2012.

**Activity 1702 – Code Enforcement Division**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>INSPECTIONS(*)</b>		
Residential Inspections	4,006	1,836
Home Occupation	241	58
Commercial Inspections	1,754	250
Industrial Inspections*	<u>21</u>	<u>5/</u>
Total Inspections	6,022	2,201

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>GRAFFITI REMOVED(**)</b>		
CDBG/CRA	1,794	227
Other Area	<u>3,681</u>	<u>947</u>
Total	5,475	1,174

\* *Numbers include all follow-up site inspections*

\*\* *Not included in inspection figures*

Complaints received and Investigated	1,500	590
Cases Clearance Rate	95%	95%
Volunteer Hours Donated	460	100
Administrative Citations	123	106

### 2011-2012 GOALS AND OBJECTIVES

1. Goal: Focus efforts on vacant lots and buildings which require property maintenance upkeep to minimize the decrease in property values.

Status: The Department adopted a vacant lot ordinance in June, 2011 which requires maintenance and upkeep of vacant lots and unoccupied buildings. As a result, over 50 Notices of Violation were issued.

2. Goal: Focus additional efforts along the downtown commercial corridor.

Status: In December, 2011, code enforcement conducted a sweep in the downtown business district and issued over 70 Notices of Violation for property maintenance and sign violations.

### **Activity 1703 – Building Division**

#### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>PERMITS</b>		
Building Permits:		
a. Residential, New	5	6
b. Residential, Add/Alter	360	184
c. Non-Residential, New	0	0
d. Non-Residential, Add/Alter	110	72
e. Miscellaneous	<u>200</u>	<u>133</u>
<b>Building Permits Total</b>	<b>675</b>	<b>395</b>
Electrical Permits	140	76
Mechanical Permits	100	47
Plumbing Permits	<u>95</u>	<u>72</u>
<b>All Permits Total</b>	<b>1,010</b>	<b>590</b>
<b>ANNUAL PERMIT VALUATION</b>	<b>27 mil.</b>	<b>11 mil</b>

#### **PLAN CHECKS**

<b>Total Number Processed</b>	<b>500</b>	<b>220</b>
Processed In-House	93%	98%
Contracted Out	7%	2%
<b>INSPECTIONS</b>		
Construction Inspections	5,100	2,432
Property Sales, Residential	540	316
Property Sales, Commercial	28	18
Violation Inspections	<u>50</u>	<u>44</u>
<b>All Inspections Total</b>	<b>5,718</b>	<b>2,780</b>

### 2011-12 GOALS AND OBJECTIVES

1. Goal: Implement the CalGreen Building Code Standards and training with the Building Inspectors.  
  
Status: The part-time Building Official trained the Code Enforcement Officers and Building Inspectors on the interpretation of the CalGreen Standards.
2. Goal: Require Building Inspectors to become LEED certified and International Code Council certified from Green Building Inspections.  
  
Status: On-going certification process.
3. Goal: Update the Division's Permit Computer System to be consistent with the 2010 Building Code revisions.  
  
Status: Staff coordinated with intra-departments and retrieved the necessary permit issuance procedures to move forward with the computer update. Currently gathering cost estimates for the upgrade.

### **Activity 2201 – CDBG Administration**

#### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Agencies assisted from Community Fund	8	8
Number of Child Care subsidized students	21	21
Number of students in adult literacy program	600	566
Number of Housing Rights Center clients assisted	200	92

**2011-12 GOALS AND OBJECTIVES**

1. Goal: Work with the Housing Rights Center to maintain office hours in the City, assist in conducting one rental property owner workshop and one tenant workshop. Topics for the workshops will include an overview of federal and state fair housing laws, a discussion on protected classes under the fair housing law, and unlawful housing discrimination practices.

Status: Housing Rights Center conducted a workshop in November. Topics included: fair housing, evictions, security deposits, repairs and rent increases.

2. Goal: Prepare the One-Year Action Plan.

Status: Update the Five-Year Consolidated Plan and prepare the One-Year Action Plan for City Council approval. Develop specific financial policies and procedures by June 2012.

**Activity 2204 – Commercial Rehabilitation**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>PROJECTS</b>		
Number of Businesses Assisted	2	0
Average Project Cost	30,000	0

**2011-12 GOALS AND OBJECTIVES**

1. Goal: It is anticipated that 2 projects will be completed.

Status: One project will be completed in Jan 2012

**Activity 2206 – Home Housing Program**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Residential Rehab	8	1
Multi-Housing Tenants	0	3

## **2011-12 GOALS AND OBJECTIVES**

1. Goal: The Department anticipates assisting eight (8) applicants for the Residential Rehabilitation Grant and Loan Program.

Status: Staff will complete 8 projects by June.

2. Goal: Identify through an RFP process buyers for City owned affordable housing properties.

Status: The Department will evaluate the options in regards to ownership of the properties.

**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:	17,417	7,278
Total Number of Volunteers:		
Reserves Officers	33	31
Explorer	20	21
Records	1	1
MPEC	16	16
MPCP	20	18
Investigations	1	0
Animal Control	2	2
Chaplain	6	4

Formal Training Hours for all Personnel: 6,500 hours

**2011-2012 GOALS AND OBJECTIVES**

1. Goal: The Operational Support Unit, along with the Range Staff will conduct scenario based firearms training, utilizing the Department's PRISM system (shooting simulator). The training will include decision making referencing to shoot/don't shoot scenarios. The training will be completed by June 30, 2012.

Status: This goal has been scheduled for the third quarter of the fiscal year. Anticipated completion date is March 30, 2012.

2. Goal: In order to improve the safety and awareness of all City employees, the Police Department's training team will schedule a 4 hour training day at City Hall. This training will be offered free of charge to all City employees and will include topics such as situational awareness, self-protection, and personal safety. This goal will be completed by June 30, 2012.

Status: This training has been scheduled for the spring. It will be offered once during the week (evening hours) and once on a Saturday in April of 2012.

## Activity 3102-Traffic Bureau

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of Citations:		
Traffic	9,000	3,700
Parking	11,000	7,100
Traffic Collisions Incidents:		
Fatal	*	2
Injury	*	117
Non-Injury	*	105
Fatalities	*	2
Persons Injured	*	220
Number of Drunk Driving Arrests	135	72
% 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 & New Ave		3
• Atlantic Blvd & Emerson Ave		3
• Atlantic Blvd & 1 <sup>st</sup>		2
• Garfield Ave & Garvey Ave		3
• Atlantic Blvd & Garvey Ave		2

### 2011-2012 GOALS AND OBJECTIVES

1. Goal: Traffic Bureau will conduct two Bicycle Safety Fairs, in conjunction with local schools. Elementary aged children will be introduced to safe bicycle operations, bicycle maintenance, and rules of the road. This goal will be completed by June 30, 2012.

Status: The Los Angeles County Bike Association has been contacted to assist with a bike rodeo in the city. Officers have increased bike enforcement and education around local schools. A bike safety component will be added to the Bureau's participation in the upcoming safety fair at Alhambra USD schools.

1. Goal: Distracted driver issues will be made a high priority to coincide with the anticipated upcoming State of California Distracted Driver Campaign. Traffic Bureau will include distracted driver training in the mature driver program, neighborhood watch program, and also educate City employees on distracted driver laws. Traffic Bureau will also conduct quarterly distracted driver enforcement operations. This goal will be completed by June 30, 2012.

Status: Distracted driving has been presented to each mature driver class (125 students to date) and at the Citizen Academy class. A Cascades article was authored for publication addressing the issue. There have been five directed patrol operations targeting distracted drivers in the last 6 months.

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

#### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Calls for Service		
Citizen Request	29,730	18,443
Officer Observed	25,750	11,478
<b>Total Calls for Service</b>	<b>55,480</b>	<b>29,921</b>
Priority I (Emergency) Response Time (minutes/seconds)	4:05	4:05
Priority II Response Time	5:25	5:48
Priority III Response Time	8:30	9:14
Priority IV Response Time	6:40	6:21

## 2011-2012 GOALS AND OBJECTIVES

1. Goal: Each patrol officer will be assigned to the detective bureau for one regularly assigned shift to become familiar with basic detective functions. During the shift they will also accompany detective personnel during the filing of criminal cases. This objective will provide patrol personnel a better understanding of the follow-up process and serve to improve their own preliminary investigations and reports in order to enhance upfront customer service, and service continuity. This will be completed by June 1, 2012.

Status: As of December 2012, 35% of the patrol personnel have been assigned to the detective bureau for one regularly assigned shift.

1. Goal: Each patrol team will identify a specific area of patrol related customer service and formulate a written plan on ways to improve our service in the designated area. The plan will identify improvement methods, systems changes, fiscal impact, service impact, and desired outcome, and will be submitted to the Chief of Police for evaluation by January 31, 2012, for implementation by June 1, 2012 if feasible.

Status: Teams have identified the following customer service projects: Nixle Connect for one-way mass communications to community members, Auto Burglary Suppression, Death Notification Sensitivity Training and Business Outreach / Shopping Center Walking Beats at Atlantic Square. The written plans for each project are being prepared for submittal to the Chief of Police by January 31, 2012.

### **Activity 3104-Investigations Bureau**

#### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Part I Crimes Investigated	1,150	736
Part I Crime Clearance Rate	20%	16%
Suspected Child Abuse Reports Follow Up within One Business Day	100%	100%

**2011-2012 GOALS AND OBJECTIVES**

1. Goal: Investigations Bureau Personnel will provide crime prevention information to the public via monthly articles in the “Monterey Park Cascades” newspaper and the Department website. Information will include a variety of topics relevant to public safety and will also address current crime trends based on crime analysis information. In addition, Investigations Bureau personnel will attend one neighborhood watch meeting per quarter to provide general investigation and prevention information to the community.

Status: The Investigations Bureau has completed an article per month for the cascades newspaper. Investigators have attended numerous neighborhood watch meetings to address crime trends and safety issues in the community.

1. Goal: The Investigations Bureau will address parole and probation monitoring through monthly compliance checks on individuals within the city limits. Detective personnel will coordinate monitoring activities with Probation and Parole departments as well as local police agencies.

Status: Investigators assigned to the Crime Impact Team conduct monthly home checks on parolees and probationers living within the city limits; coordinated efforts continue with the departments of Probation, Parole, and the LASD Parole Compliance Team.

**Activity 3111-Animal Control Bureau**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year to Date</u>
Number of Dog Bites Reported	12	12
Stray Animals Picked Up	700	212
Warnings/Citations	60	14
 Injured Animals	 7	 84
Dead Animals Picked Up	400	199
Students in Educational Program	60	0
 Response Times		
Dead Animals (minutes/seconds)	10:55	9:09
Injured/Sick Animals (minutes/seconds)	8:45	9:30

**Calls for Service**

Citizen Initiated	1,250	1,016
Calls Handled by S.G.V.H.S.*	225	160
Officer Observed	600	159
<b><u>Total Calls for Service:</u></b>	<b>2,075</b>	<b>1,335</b>

\*S.G.V.H.S. - San Gabriel Valley Humane Society

**2011-2012 GOALS AND OBJECTIVES**

1. Goal: The Animal Control Bureau, in cooperation with the Community Relations Bureau will attend Career Day Presentations local elementary schools. Personnel will provide information regarding the animal control profession. This goal will be completed by June 30, 2012.

Status: ACO Estrada has met with area schools and school administration will contact him with presentation dates. This goal will be completed by June 30, 2012.

2. Goal: The Animal Control Bureau will produce an information flyer on animal care and control services provided to the residents. Topics such as current animal control laws, trapping information, wild animal concerns, rabies clinics, and animal control hours of operation, and pertinent phone numbers related to animal control. This flyer will be disseminated while on daily patrol and also available at the police front counter. This goal will be completed by June 30, 2012.

Status: This budget goal has been completed. New flyers were distributed at the July 2011 and August 2011 annual Pet Clinics. Updated flyers have been placed at the police front counter and distributed by ACO Estrada as part of his daily duties.

**Activity 3112-Communications Bureau**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Police Service Calls	29,730	18,443
Officer Observations	<u>25,750</u>	<u>11,478</u>
Total Police Service Calls	55,840	29,921
Animal Control Service Calls	2,075	1,335

Priority I Dispatch Time Emergency (minutes/seconds)	0:46	0:58
Priority II Dispatch Time Non-Emergency (minutes/seconds)	2:45	4:02
Priority III Dispatch Time Non-Emergency (minutes/seconds)	8:30	15:02
Priority IV Dispatch Time Non-Emergency (minutes/seconds)	5:56	7:29

**2011-2012 GOALS AND OBJECTIVES**

1. Goal: Beginning September 2011, all fulltime dispatchers will participate in one patrol ride-along. The ride-along will help keep the dispatchers familiarized with the City and observe any changes. This will also give the dispatchers an insight to how the officer's in the field perform their duties and use the MDC to assist them in their daily operations. This goal will be completed by June 30, 2012.

Status: Five out of the seven fulltime Dispatchers have participated in patrol ride alongs. This goal will be completed by June 30, 2012.

2. Goal: In an effort to continue to provide excellent service to the community, dispatchers will attend a POST certified "Customer Service The 911 Way." This class will strengthen customer service skills, thus providing a higher level of service to the community. This goal will be completed by June 30, 2012.

Status: Training has been tentatively set for February 9th and 10th, 2012 in the Community Room. PSTC will be conducting the training. Goal will be completed by June 30, 2012.

**Activity 3113- Jail Bureau**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Prisoners Booked (Excluding fee paying)	1,050	470

Fee Paying Prisoners Booked	<u>400</u>	<u>173</u>
<b>Total Prisoners Booked</b>	<b>1,450</b>	<b>643</b>
Jail Revenue (fee paying)	\$76,000	\$60,190
Prisoner Satisfaction Rating	98%	97%

**2011-2012 GOALS AND OBJECTIVES**

- Goal:** To enhance the security and safety of the jail staff and officers, the jail staff will be trained and equipped with the Less-Lethal PepperBall system. The PepperBall system is a method of delivering Oleoresin Capsicum at a safe distance.

**Status:** All instructors have been trained and all equipment and supplies have been ordered and received. Lesson plans are being prepared. All jail staff training should be completed no later than March 2012.
- Goal:** Jail personnel will promote the Bureau’s “Pay to Stay” Sentenced Prisoner program by advertising on our city website and in the Monterey Park Cascades newspaper. Jail personnel will visit courthouses in the surrounding area and give information to both the Public Defender’s Office and the District Attorney’s Office.

**Status:** This goal is 75% complete. Jail personnel have visited surrounding area courthouses and the article for the Cascades will be set for publication in the February 2012 edition. Lead Jailer O’Shea has been working with Clerk Vera on getting the “Pay to Stay” Sentenced Prisoner program information on to the City’s website.

**Activity 3114-Records Bureau**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Reports Processed	5,000	2,375
Traffic Citations Processed	8,900	3,700
Data Entry Completion (Within 7 days)	100%	100%

Complaints Processed for Court  
(Within 8 days)

100%

100%

### **2011-2012 GOALS AND OBJECTIVES**

1. Goal: By September 2011, the Records Bureau will work in cooperation with the Community Relations Bureau to provide a trilingual “Tip of the Month” at the front counter. Community Relations personnel will assist with translation. Each month, tips will focus on crime prevention and public safety. The information will increase public awareness of these issues.

Status: Three tips have been displayed in English, Spanish, and Chinese.

2. Goal: Beginning October 2011, Records Bureau personnel will complete continuity guidelines for each desk assignment. This will allow for alternate clerks to assist with the various tasks when necessary due to staffing constraints. The goal will be completed by June 30, 2012.

Status: To date, guidelines for six assignments have been completed.

### **Activity 3115-Computer Services**

#### **2011-2012 GOALS AND OBJECTIVES**

1. Goal: In an effort to keep the Department’s computer system up to date and in line with current and future usage demands, the Computer Services Bureau will replace networking equipment with faster bandwidth connections and update the server to allow for more storage of media files, high definition videos, and high resolution photos. This goal will be completed by June 30, 2012.

Status: We are currently gathering specifications and quotes for needed equipment. This project will be completed by June 30, 2012.

2. Goal: The mobile data computers in the patrol vehicles currently work on a cellular phone provider’s 3G data network. With the advent of 4G data network, the possibility of transmitting information to officers more efficiently and faster is there. The Computer Services Bureau will research the feasibility of changing the system to a 4G network to better serve the officers and community. This goal will be completed by June 30, 2012.

Status: This project is in the testing and evaluation stage of new 4G data equipment to determine compatibility and feasibility. Field units will be deployed beginning January 2012 to determine coverage area and drop points.

## Activity 3120-Community Relations Bureau

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Tour of city Facilities (Number of persons)	400	240
Neighborhood Watch Groups	200	197
Business Watch Groups	112	106
Monterey Park Citizen Patrol (MPCP) Hours Volunteered	4,016	1,906
Community Relations Volunteer Hours	4,200	1,578

### 2011-2012 GOALS AND OBJECTIVES

1. Goal: In order to enhance the safety of the community, Community Relations Bureau will offer “911 For Kids” to all local elementary schools. The program will teach 2nd and 3rd grade children the proper uses of the 911 system. This goal will be completed by June 30, 2012.

Status: The Community Relation Bureau has established a training schedule for all schools willing to participate. The training has been delayed to a back order of the supplies. Training is set to begin in January 2012 and should be completed by March 2012.

2. Goal: The Problem Oriented Policing Team will enhance communication with patrol personnel by attending briefing on a quarterly basis to discuss quality of life concerns and information sharing. The meetings will bring awareness to the Field Services Bureau to the concerns of the community to address during their patrol duties. This goal will be completed by June 30, 2012.

Status: The POP team has attended patrol briefings in July, September and December 2011. They have updated patrol on current issues. The meetings/training will continue into the third and fourth quarters.

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

**Activity 3201 – Fire Administration**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Service Satisfaction Survey:		
Number of Surveys Mailed	400	120
Number of Surveys Returned	50	16
Surveys Rating Excellent in:		
Response Time/Promptness	100%	98%
Professionalism & Courtesy	100%	96%
Knowledge of Procedures	100%	98%
Grant Awards:		
(SHSGP, UASI, Measure B)	\$73,909	\$73,909
FY2011-2012 includes 2010 UASI (\$65,809), 2010 SHSGP (\$8,100). FY2011 SHSGP and UASI currently undergoing committee process and project approvals.		

**2011-2012 GOALS AND OBJECTIVES**

1. Goal: Develop an Emergency Operations Plan for the City of Monterey Park to ensure proper lines of authority and actions during man-made or natural disasters. This plan will encompass city-wide operational actions for all departments, staff, and the activation of the City’s Emergency Operations Center (EOC). After completion, the plan will be submitted for review and approval to appropriate Federal and State agencies prior to implementation. This project has been made possible through grant funding from State Disaster Management Area C.

Status: Due to the critical nature of this Plan, staff has begun review and updating of the City Emergency Operations Plan on a section-by-section basis and will be completed and submitted for Federal and State approval by February 2012. Staff anticipates completion of the review and any requested modifications to be completed by June 2012.

2. Goal: In collaboration with City Administration and Finance, continue to evaluate and implement strategies to increase efficiency and productivity while decreasing labor and costs. This is to include interfacing payroll processing with the Fire Department's staffing program or electronically transmitting data to Finance. Staff is to also continue reviewing alternatives for electronic patient care reporting, fire prevention inspection reports and other records management activities and reporting requirements.

Status: With the completion of the PERS on-line system by the City's computer programmer, the project of getting the City payroll timecards on-line has been resurrected and fire personnel to investigate exporting of Telestaff data to the on-line payroll system. As of December, staff has also commenced investigating computerized billing for Fire Prevention.

### **Activity 3205 – Fire Prevention**

#### **PROGRAM MEASUREMENTS**

<b><u>Fiscal Year</u></b>	<b>Budget <u>Projection</u></b>	<b><u>Year –to-Date</u></b>
Plans Checked	250	179
Turn-around time (plan check percent completed in # of days)	100% in 5 days or less	100% in 5 days or less

#### **Inspections**

New Construction	350	133
Commercial	1400	659
Haz Mat	20	7
Industrial Waste	310	155
Residential	275	124
New Business Inspections	225	129
Re-inspection	725	367
Fire and other Investigations	180	89

<b>Cost Recovery Programs</b>	Budget	
<u>Fiscal Year</u>	<u>Projection</u>	<u>Year-to-Date</u>
Fire Inspections (Including Annual Business Inspections) Started in 2007-2008	\$175,000	\$15,923
Plan Checks	\$75,000	\$30,349
Permits	\$45,000	\$6,093
Industrial Waste	<u>\$85,000</u>	<u>\$39,561</u>
Total Revenue Collected	\$380,000	\$91,926

### 2011-2012 GOALS AND OBJECTIVES

1.     Goal:     Staff will update the customer-oriented pamphlet, which is given out to members of the public who will need interaction with the Fire Prevention Division. This will help to stream-line the permit/plan check and compliance processes during their city based projects.  
  
Status:     Staff is currently analyzing the permit process to coincide with the City's Building and Planning Divisions as part of the City's strategic planning efforts. This process and information must be completed before the pamphlet can be developed. This goal is underway and staff will continue to work with the personnel in Building and Planning.
  
2.     Goal:     In conjunction with the mandated annual inspection of local schools, staff will conduct a workshop for educators, which will address their roles as partners in the fire prevention mission.  
  
Status:     A training module has been developed and will be delivered to fire company crews during the first quarter of 2012. This goal is underway
  
3.     Goal:     Fire Prevention will host the State Fire Marshal's Arson Investigator level 2 courses for the Fire Department's arson investigators and shift cause and origin investigators to enhance and maintain a high level of investigative skills, thereby minimizing potential fire loss due to criminal activities.  
  
Status:     Fire prevention has hosted two Arson investigator courses and is planning to host an advanced course during 2012. This goal is ongoing.

## Activity 3210 – Emergency Operations

### PROGRAM MEASUREMENTS

#### EMERGENCY ACTIVITY SUMMARY

<u>Fiscal Year</u> <u>Types of Fire Incidents</u>	Budget <u>Projection</u>	<u>Year-to-Date</u>
Residential	120	33
Commercial	1	2
Industrial	0	1
Brush/Grass	25	5
Trash/Other	50	20
Vehicle	<u>25</u>	<u>11</u>
Total Fire Incidents	221	72

<u>Fiscal Year</u> <u>All Emergency Incidents</u>	Budget <u>Projection</u>	<u>Year-to-Date</u>
Fire	221	72
EMS	3,485	1196
Public Assist	209	59
Smoke	12	4
Haz Mat	88	30
False Alarms, Good Intent, and Cancelled En Route	821	65
*Other Misc. Incidents	<u>35</u>	<u>255</u>
Total Emergency Incidents	4871	1681

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

**Injuries/Deaths**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Firefighter injuries	0	1
Civilian Fire Deaths	0	0

**Automatic Aid/Mutual Aid\***

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Auto Aid/Mutual Aid Provided	724	232
Auto Aid/Mutual Aid Received	<u>554</u>	<u>206</u>
Total Automatic/Mutual Aid	1,278	438

\*Data Source – Verdugo Communications

**Average Response Times\***

	<u>Budget Projection</u>	<u>Year-to-Date</u>
EMS Calls	4:33	4:44
Fire Calls	5:02	4:57

\*Data Source – Verdugo Communications  
National Standard is 5 minutes or less.

**Volunteer Hour**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Hours Donated by Reserves	16,800	2280
Hours Donated by Explorers	3600	576

**NON-EMERGENCY ACTIVITY SUMMARY**

**Training Hrs – Non-Medical**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
In-Service Training	21,601	8112 ytd
Outside Officer Training	3,300	260
Specialty Courses/Seminars	<u>1,000</u>	<u>640</u>
Total Hours	25,901	9012

## 2011-2012 GOALS AND OBJECTIVES

1.     Goal:           Facilitate the instruction of all ten mandatory California State Fire Marshal Company Officer courses to Department personnel. This instruction will assist in the Company Office career mentoring program within the Fire Department. A State Fire Marshal Company Officer Certification is awarded upon the completion of all ten courses. This certification is mandatory in order to be eligible to test for the position of Fire Captain.

          Status:       This objective has been met. Each class we coordinated had approximately twelve Monterey Park members in attendance. This has allowed for effective instruction to be provided to our members with consistent content delivered. Many of our members will now have the prerequisite courses required for promotional opportunities.
  
2.     Goal:           Coordinate the administration of both Driver/Operator 1A and Driver/Operator 1B courses to foster a successful Engineer mentoring program. Completion of both of these courses is mandatory in order to be eligible for promotion to the rank of Engineer.

          Status:       This training objective has proven to be a challenge. Although we have the funding available, finding a site big enough for fire apparatus driver instruction has been problematic. This training may have to be obtained elsewhere utilizing an approved site.
  
3.     Goal:           Develop a means of tracking all Fire Department equipment and supplies. This can be accomplished by a means of utilizing a bar code scanner system. The sufficient tracking of both equipment and supplies will enable the Department to adequately track Department assets.

          Status:       Currently staff is implementing Department wide equipment tracking system utilizing a bar code scanner and records management system. A complete inventory using this system should be completed by the end of the fiscal year.

## Activity 3220 – Emergency Medical Services

### PROGRAM MEASUREMENTS

<u>Ambulance Membership</u>	<u>Budget Projection</u>	<u>Year-to-Date</u>
Residential Subscribers	2,275	2,213
<u>Medical Training/ Continuing Education Hours</u>	<u>Budget Projection</u>	<u>Year-to-Date</u>
Paramedics	750	300
Emergency Medical Tech	<u>700</u>	<u>300</u>
Total Hours	1,450	600

### 2011-2012 GOALS AND OBJECTIVES

1.     Goal:           In conjunction with the UCLA Center for Pre-hospital Care, participate as one of six Fire Departments in Los Angeles County in a CPR effectiveness study scheduled for nationwide publication of the findings post completion of the study. The purpose of this study is to ensure current treatment practices and procedures are the most beneficial to the patient.
  
- Status:         First stage of the study/QI Project has been completed. The data is clear and being processed by the University of San Diego. The second stage of the project begins in January 2012. This is the educational component of the three part project. Monterey Park Fire is now one of only four departments in Los Angeles County that will be trained in the management of pre-hospital cardiac arrests based on the results from the initial study.

2. Goal: Continue participating in the “Best Practices” evaluation being conducted by Los Angeles County Department of Health Services and UCLA. The initial review was in the areas of pain management, which will be followed by a study to review documentation and pediatric medication dosages. This participation will determine the levels of service quality and appropriate pre-hospital care intervention as compared to other agencies in the area. Thereby ensuring high quality of patient care.

Status: This “Best Practice” designation is an ongoing assessment of quality improvement indicators that UCLA will present to the L.A. County Department of Health Services to designate agencies considered “Best Practices.” To date Monterey Park has rated at the top of fourteen fire agencies that participate with the UCLA project.

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

**Activity 4201 – Community Transportation**

**PROGRAM MEASUREMENTS**

	<u>Budget Projections</u>	<u>Year-to-Date</u>
Grant Funding		
MTA National Transit Data Reporting Funds	\$103,944	\$103,944
Fixed-Route Transit:		
Total Passengers	400,000	378,364
Passenger per Revenue Service Hour <sup>i</sup>	21.29	20.14
Cost per Passenger	\$2.68	\$2.83
Specialized Recreational Trip Passengers:		
Youth Summer	180	59
School Year	150	0
Hollywood Bowl	100	100
Senior Citizen	300	45
Employee Transportation Program:		
Average Vehicle Ridership	1.25	1.28
% of Employees Ridesharing	28%	29%

<sup>i</sup>Audited FY 2009/10 data of similar local, fixed-route bus services is provided for comparison purposes.

Alhambra	33.11 passengers per revenue service hour
Baldwin Park Transit	8.71
Downey	23.28
El Monte	28.75
East LA Shuttle (El Sol)	36.53
West Covina	8.82

**2011-2012 GOALS AND OBJECTIVES**

1. Goal: Continue to work with FY 2010-2011 new Spirit Bus contractor to improve service reliability. Contractor is challenged with maintenance issues.

Status: Retained consultant to inspect vehicle maintenance program on quarterly basis and report on condition of City’s buses.

2. Goal: Implement the 2010 Transit Restructuring Plan for the Spirit Bus System and replace 4 of the oldest transit buses. Restructuring plan was deferred due to management changes.

Status: Awaiting completion of Transit Center at East Los Angeles College in order to provide for new transfer bus point for restructured system that can improve efficiency of operations.

**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)	2,300,000	0
<i>This program prolongs the life of the roadway and provides a smooth riding surface.</i>		
Potholes Repaired	5,000	2,014
Utility Cuts Repaired (new)	35	10
<i>This program makes permanent repairs to the roadway after water services are installed.</i>		
Service Requests		
Received	250	122
Completed	200	108

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Sidewalk Maintenance:</b>		
Sidewalk Repair (Sq. Ft.)	7,000	1,132
<i>This program eliminates trip hazards in the right-of-way by cutting tree roots and constructing new sidewalk sections.</i>		
Sidewalk Grinds	400	87
<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>		
Percentage of raised sidewalk ramped with temporary asphalt within two days	100%	100%
Number of trip hazards ramped With temporary asphalt	15	2
Service Requests		
Received	75	24
Completed	70	2
<b>Curb and Gutter Maintenance:</b>		
Curb and Gutter Repair (Ln. Ft.)	100	32
<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	101

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Shopping Carts Picked Up	2,300	388
Tree Wells Cleaned	500	100
Signs Removed from Right of Way	1,800	368

### **2011-2012 GOALS AND OBJECTIVES**

1. Goal: Complete slurry seal and street repairs that are prescribed by the Pavement Management Study to improve condition of city streets to industry standards.

Status: Slurry seal bid is being prepared. Street repairs are being performed on an ongoing basis as prescribed in the schedule of the study.

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

#### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Storm Drain Maintenance:</b>		
Number of catch basins and grates cleaned annually	2,000	403
<i>Catch basins are cleaned to insure unrestricted flow of storm water.</i>		
Miles of lines cleaned annually	14.5	12
<i>Lines are cleaned to remove any possible restrictions</i>		
<b>Slope Drain Inspection Program:</b>		
Number of slope drains inspected* (this includes re-inspections)	11	3
<i>Slope drains are inspected annually to insure unrestricted flow of storm water from properties.</i>		

## 2011-2012 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: Street Division no longer sends notices to property owners to maintain slope drains.

### **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	22.7
<i>Sewer lines are cleaned annually to remove any restrictions to flow.</i>		
Miles of Problem Lines Cleaned	30	19.2
<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	5
Percentage of stoppages responded to within 30 min. during working hours.	100%	100%
Percentage of stoppages responded to within one hour after normal working hours.	100%	100%

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<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>		
Service Requests:		
Received	3	0
Completed	3	0

### 2011-2012 GOALS AND OBJECTIVES

1. Goal: Complete installation 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: Staff has installed several easement signs and will continue installations throughout the year.

### **Activity 4205 – Street Cleaning**

#### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Number of Complaints:</b>	5	8
<i>Reflects the number of problems reported by residents.</i>		

## 2011-2012 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: Staff has supplied the contractor with a detailed map of city streets and alleys.

### **Activity 4206 – Traffic Control**

#### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Street Painting:</b>		
Miles striped <i>This measurement includes lane lines and centerlines.</i>	250	140
Crosswalks repainted	300	209
<b>Sign Maintenance:</b>		
<i>Sign replacement is done on an as needed basis. Projected numbers are obtained from historical data.</i>		
Stop signs replaced	150	170
Regulatory and warning signs replaced	1,200	873
Number of new stop sign installations	3	0
Regulatory and warning signs maintained <i>Required due to vandalism, graffiti and damage</i>	1,800	1,134
Percentage of safety related regulatory signs replaced with either temporary or permanent signs within 1 hour of notification	100%	100%

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<i>Safety signs include "Stop" signs, "Do Not Enter" signs, "Yield" and "Wrong Way" signs.</i>		
<b>Service Requests:</b>	40	26
	40	22
<b>Traffic Work Orders:</b>	30	10

### 2011-2012 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: Two employees have been cross-trained and another cross training has been scheduled when striping season begins. Crew is currently being cross-trained on the maintenance of the striper equipment.

### **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	117
Service Requests		
Received	8	24
Completed	8	2

### 2011-2012 GOALS AND OBJECTIVES

1. Goal: Study the feasibility of upgrading the second and third level electrical panels at the City Yard. The existing panel may not be sufficient to handle the upcoming upgrades that include additional circuits for diesel regenerating equipment and improvements to the traffic and animal control buildings.

Status: Specifications for the installation of a new panel have been prepared and are ready to go to bid.

### Activity 4208 – Refuse Collection

#### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Curbside service accounts	14,280	14,287
Bin service accounts	1,080	1,078
City hauler tons collected (Self-hauled tons not included)	51,100	25,273
AB 939 diversion rate (year reported)* Tons per capita. Target is 5.0 tons per person.	3.6 (2010)	3.6 (2010)
Construction and debris collected in tons As reported to CIWMB	14,280	14,280

#### 2011-2012 GOALS AND OBJECTIVES

- Goal: Explore new technology in trash containers for Downtown that can better manage the large volume of trash that is generated in the high traffic corridor.

Status: Staff is working with the City Manager’s Office to procure additional trash containers to be installed in the downtown area.

### Activity 4209 - Administration

#### PROGRAM MEASUREMENTS

<b>Bulky Items</b>	<u>Budget Projection</u>	<u>Year-to-Date</u>
Service Requests		
Received	10	15
Completed	10	15
Notice of Violations Issued	425	450

<b>Bulky Items</b>	<u>Budget Projection</u>	<u>Year-to-Date</u>
Citations Issued	50	50

### **2011-2012 GOALS AND OBJECTIVES**

1. Goal: Develop a three-year work program to stencil address numbers on the public right-of-way in alleys that would allow public safety and street maintenance staff to identify properties from the rear of property.

Status: Work is in progress. Crew leader is dividing alley areas into sections and making preparations for stenciling by the end of the fiscal year.

2. Goal: Re-assess the record maintenance system to streamline data collection efforts and allow for easier access to data logs. Furlough and staff reductions require staff to be able to share information when employees are absent.

Status: Accountability has been improved on maintaining service request forms and ensuring that all data is recorded in service request tracker program. Staff will work with computer services to update program to allow for a summary function rather than manually tabbing totals.

### **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	250
Completed	530	227
<b>Number of Special Work Orders:</b>	2	0
<i>Special work orders are for services that go beyond the scope of normal maintenance.</i>		

**2011-2012 GOALS AND OBJECTIVES**

1. Goal: Study the feasibility of installing an energy management control panel at the Library and City Hall. The automated systems will allow the City to better manage energy consumption.

Status: Staff is preparing a bid package to send to contractors.

2. Goal: Study the feasibility of installing waterless urinals at City facilities that have the potential to save 15,000 to 27,000 gallons of water each year.

Status: Research requires consulting with vendor to determine the types of chemicals that are necessary.

3. Goal: Study the feasibility of adding security alarms to La Loma Park and the Scout House where several break-ins have occurred.

Status: Security system has been installed at La Loma Park and security doors have been installed at the Scout House.

**Activity 4211 – Motor Pool Shop**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of preventive maintenance services	360	134
Number of smog checks completed	35	38
Compressed natural gas (CNG) purchased (in 100 cubic feet)	8,000	6,932
Average price per gallon of unleaded fuel	\$3.95	3.47
Average price per gallon of diesel fuel	\$3.75	3.53

**2011-2012 GOALS AND OBJECTIVES**

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

Status: Auto Shop staff has attended A. C. Delco, Exmark, Stihl, Motorcraft classes.

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

Status: Work is in progress.

**Activity 4212 - Engineering**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Capital Improvement Projects (CIP) commenced and/or completed	10	21
Dollar value of CIP projects completed (\$ millions)	2.5	0.6
Subdivisions Processed:		
<i>Tentative Tract Maps</i>	1	0
<i>Tentative Parcels Maps</i>	1	1
<i>Final Tract Maps</i>	1	0
<i>Final Parcel Maps</i>	1	0
<i>Lot Line Adjustments Reviewed</i>	0	1
Conditional Use Permits Reviewed	8	1
Variances Reviewed	0	0
Site and Plan Checks for Building Permits	120	59
Concrete, Excavation, Utilities, Transportation, Sewer, Water, Undergrounding Permits Issued	180	71
Grading Permits Issued	15	6
Traffic Engineering Issues Investigated	50	20

**2011-2012 GOALS AND OBJECTIVES**

1. Goal: Construct Transit Center on Collegian Avenue at East Los Angeles College.

Status: Construction contract awarded to EC Construction. EC Construction awaiting ELAC completion of adjacent parking structure improvements (estimated February 2012) in order to tie in transit center improvements.

2. Goal: Complete Water Master Plan Update and perform Water Rate Study utilizing consultant services to address water system improvement needs.

Status: Consultant (AKM Consulting Engineers) finalizing Water Master Plan Update and Water Rate Study for in-house review, to be followed by presentation to City Council (estimated February 2012).

3. Goal: Complete water system SCADA upgrade necessitated by connection of new East Los Angeles College fire line.

Status: Consultant (Tetrtech) finalizing plans for advertisement.

**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 3/4" meter)	\$42.92	\$65.76
Monterey Park – average monthly (350 gallons/day, with 3/4" meter)*	\$32.96	\$39.16
Customer savings	30%	68%

\* Includes water treatment surcharge.

## 2011-2012 GOALS AND OBJECTIVES

1. Goal: Apply and track reimbursement funding from various outside sources.

Status: To date the City has received \$1,755,171 from the WQA/EPA, \$2,304,000 through the leasing of water rights and \$43,977 from EnerNoc.

2. 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”	800	387
<b>Large Water Meter Installation/ Upgrades: 3” – 8” meters</b>		
Meter installation upgrades	3	2
Total meters installed to field-testable and/or field- repairable standards	90	90
<b>Water Turn-ons and Turn-offs:</b>	2,700	1,216
<b>Work orders completed:</b>	6,600	3,058

**2011-2012 GOALS AND OBJECTIVES**

1. Goal: Upgrade Meter Routes 41 and 42 to Automated Meter Read Routes (AMR) in order to more quickly identify leaks and meter problems.

Status: 40% completed; will be completed by the end of the fiscal year.

2. Goal: Replace 4-inch backflow devices at La Loma and Sunnyslope Parks.

Status: Backflow devices ordered 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)	9,688	4,530
(Million gallons/year)	3,156	1,476
(Million gallons/day)	8.64	8.11
<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	8

**2011-2012 GOALS AND OBJECTIVES**

1. Goal: Install 160 lb/day on-site chlorine generation system at the Delta Booster Station.

Status: Completed.

2. Goal: Install chlorine analyzer at the La Loma Reservoir and integrate it onto the Supervisory Control and Data Acquisition System (SCADA) for remote monitoring.

Status: Ongoing; staff is evaluating equipment.

3. Goal: Upgrade programming on the SCADA system citywide for more efficient monitoring and control of our water operations.

Status: Ongoing; chlorine generator integrated and improved real-time remote monitoring/trending is being implemented.

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

#### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Water Valve Exercising:		
Valves exercised <sup>(1)</sup>	800	804
2,036 valves should be exercised annually <sup>(2)</sup>	39%	39%
New Water Services Installed:	42	11
Water Services Repaired:	54	28
Water Mains Repaired:	27	21
Gate Valves Repaired:	10	7

#### **2011-2012 GOALS AND OBJECTIVES**

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

Status: Ongoing; 3 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 (132 total remaining) to help ensure good water quality within the distribution system.

Status: Ongoing; 2 have been installed and the third will be completed by the end of the fiscal year.

3. Goal: Complete the tie-in of the 8" Florence Avenue main, abandon old 4" main and eliminate a dead end to improve fire protection and water quality.

Status: Completed.

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

#### **2011-2012 GOALS AND OBJECTIVES**

1. Goal: Add piping and an air stripping tower to remove VOCs to accommodate Well No. 6 tie-in. This will increase water production capacity and provide greater operational flexibility.

Status: Ongoing; project design has been completed. Awaiting CDPH decision on 1,4-Dioxane

2. Goal: In order to remove future and more varied contaminants from our water, staff will investigate the feasibility of using ultraviolet treatment at the Well 5 VOC Treatment Plant.

Status: UV Oxidation is a viable treatment option. Further deliberations regarding locations and repiping will take place after CDPH decision on 1,4-Dioxane.

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

#### **2011-2012 GOALS AND OBJECTIVES**

1. Goal: Improve efficiency of air stripping tower by using new packing material for VOC removal.

Status: Completed; new media has been installed and is performing as expected.

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**

### **2011-2012 GOALS AND OBJECTIVES**

1. Goal: Improve reliability of the Delta Perchlorate Treatment plant by installing additional valves at the acid injecting tank.

Status: Completed.

## **Activity 4233- Water Interconnection/Purchase**

### **2011-2012 GOALS AND OBJECTIVES**

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

Status: To date only 1.32% 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	3,000	499
Street Trees Planted	60	30
Street Trees Removed	50	28
Service Requests	230	169

### **2011-2012 GOALS AND OBJECTIVES**

1. Goal: In conjunction with our tree contractor, work on creating a new GIS inventory system. This will not only update the inventory that has not been done in a decade, but would create a more accurate and GPS map layout of the inventory.

Status: The field inventory has been completed and is being compiled. Staff from both the City and the contractor will meet to discuss and make and final adjustments. Project completion is expected by February 2012.

## **Activity 6517- Parks**

### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Park Service Requests	20	5
Acres of park Maintained under Adopt – A- Park	2.0	2.0
Number of Special Projects	12	6

### **2011-2012 GOALS AND OBJECTIVES**

1. Goal: Create a list of special projects to be completed during the year that will enhance the overall appearance of the parks and schedule one project per month to be completed. Projects will address landscape and repairs.

Status: Staff has completed five of the twelve projects so far. Some were more involved than expected and included: renovating Pine Tree Park turf area, removing old bushes around Sunny Slope and Garvey Ranch Parks tennis courts, planting new palm trees, changes and additions to the Pocket Park, re-landscaping the triangle in front of City Hall with new drought tolerant plants, landscaping the front of the Police lot across the street from City Hall with new drought tolerant plants, and helping design and install the planter pots in the Downtown area.

2. Goal: In conjunction with the City Manager’s Office and a Landscape architect, renovate the west portion of Cascade Park (off of Atlantic). The goal is to open up the view and make the City landmark more visible and inviting to the public.

Status: This project has been put on hold pending the determination of the future use of the area.

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

**Activity 6001 – Administration**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Library Volunteer Hours	10,000	6,000
Grants Awarded (Number)	7	4
Grants Awarded (Amount)	\$40,000	\$52,098 <sup>1</sup>
Fundraising (Foundation)	\$25,000	\$2,500
Fundraising (Friends)	\$8,000	\$3,500

<sup>1</sup>Originally included \$35,738 allocated to LAMP Literacy Activity 6005 from the California State Library Literacy Services but which has since been rescinded because of AB121, Statutes of 2011 California State budget “Trigger Bill” mechanism to be implemented January 1, 2012

**2011-2012 GOALS AND OBJECTIVES**

1. Goal: Assist the Library Board of Trustees to enable the Friends of the Library and the Library Foundation to work collaboratively to accomplish the operational goals of the library by supplementing library budget appropriations through entrepreneurial activities, gifts and other alternative sources of funding.

Status: The Library Board has three new trustees who have begun actively supporting the work of the Foundation and/or the Friends. The Board is encouraging the Friends especially to complete the work to obtain the IRS 501c3 designation needed to optimize their book store operation. In the meantime, both the Foundation and the Friends are increasing their donations to underwrite collections and programs in the library.

2. Goal: Regularly survey the community, recognize and respond to the changes in community demographics, and analyze library collections and usage in the context of the community’s need for knowledge, information and entertainment.

Status: New demographic reports based upon the 2010 Census recently became available through the State Library. It is clear from the data that while certain ethnic groups predominate, the culture of the community is very diverse. This fact is further demonstrated by attendance at a variety of

programs and exhibits. This information as well as data on the age and gender of the community is integrated into the selection policy for library materials and in the fund raising strategies for the Foundation.

3. Goal: Build strong collaborations with other city departments and local institutions whose work and missions resonate with the Library to better serve the community.

Status: The AdCore management team continues to work diligently to repair and replace fractured relationships that have festered over the years. Working with the Arts and Culture Commission for artists exhibits (or the Environmental Commission, or the Fire Department, Public Works, Recreation, or the Police Department), the Library searches for or creates opportunities to create good will by building relationships first, in some cases, on an informal basis. This strategy results in strong collaborations on more formal projects like the artists' exhibits or author talks which showcase the City to the community.

4. Goal: Network and share resources with other state and local libraries, actively participate as institutional member of library cooperatives, including Southern California Library Cooperative (SCLC) and support staff activities that encourage participation in library networks.

Status: The Library is an active member of SCLC's Administrative Council and the Trustees' section. The City Librarian was elected Vice President and President Elect earlier this calendar year. Each department in the library—Children's, Adult & Teen Services, Technical Services, Circulation and Literacy—have interest groups within SCLC and all managers and staff are encouraged to attend interest group meetings. Further, SCLC support Infopeople, the library staff training group. With support from trust fund accounts and the Library Board, staff are encouraged to attend Infopeople trainings as well as library conferences.

### **Activity 6002 – Reference and Adult Services**

#### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Reference Transactions	10,000	4,880
Adult/YA Programs Presented	1,750	163
Adult/YA Program Attendance	20,000	4,097

## 2011-2012 GOALS AND OBJECTIVES

1. Goal: Develop and execute new teen programs that will support teen literacy by engaging youth in positive reading experiences, support critical thinking skills, academic achievement, school curriculum, and enhance college going behavior and goals.

Status: Teen Services implemented several workshops like the Global Do Gooders Workshop, PowerPoint Workshop, College Personal Essay Workshop that engaged youth in positive learning experiences and promoted academic achievement.

2. Goal: Support the informational and timely reading needs of the community through library collection development.

- Reduce the annual cost of acquisitions in the cost and development of the fiction collection by purchasing books through McNaughton's Adult Fiction plan.
- Add 275 of the newest fiction titles to the library's shelves while the best sellers are at their highest popularity.
- Reduce the cost of cataloging and processing the books through the McNaughton plan.
- Reduce the cost of replacing damaged fiction books through the McNaughton plan.
- Continue the weeding of the adult nonfiction collection and continue to add to new nonfiction books that meet the informational needs of the community.

Status: Developed a "Ten Book Purchasing Plan" for Selectors assigned to nonfiction subject areas to purchase quality books in their subject area, and most current and cost-effective books in their subject area. Worked with the Selectors Group with ongoing weeding projects in adult nonfiction. Established a new account with Brodart's McNaughton Book Collection to purchase bestselling fiction books, shelf ready, pre-processed with barcodes.

3. Goal: Complete the weeding of the Adult Fiction collection and develop genres sections for Mysteries, Science Fiction, Western, Fantasy and Classics.
- Build up the collection by adding new fiction books in the selected genres.
  - Add labels that identify books by genres for easier browsing and selection for the public.
  - Develop book displays that grab the attention of readers and increase usage.
- Status: Reference staff continues to make progress weeding the fiction collection and working with Technical Services staff with labeling fiction genres. Library interns assisted reference staff with the ongoing project.
4. Goal: Implement E Resources to the public by building and promoting the E Resources collection.
- Status: Career Transitions and Learning Express Library database subscriptions were renewed for another year. Job and career workshops and the new Career Center helped to increase public usage of these E Resources.

### **Activity 6003 – Technical Services**

#### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Book Titles Added	3,000	1,385
Audio-Visual Titles Added	<u>400</u>	<u>148</u>
Total Cataloged Titles Added	3,400	1,533
Cataloged Books Added	4,000	2,404
Cataloged Audio-Visual Added	500	135
Government Documents Added	<u>100</u>	<u>241</u>
Total Cataloged Items Added	4,600	2,780
Total Uncataloged Items Added	0	0
Total Items Purged	8,000	7,838
# of Materials Borrowed From Other	300	41

Libraries		
# of Materials Other Libraries Borrowed	200	54
Total All Items	192,000	180,373
Total All Cataloged Titles	160,000	147,375

### 2011-2012 GOALS AND OBJECTIVES

1. Goal: Apply for E-rate to take advantage of the 80% discount rate to speed up the library's Internet connection in order to meet the increasing use demands of the Monterey Park Community

Status: **Completed.** Evena applied the E-rate discount from the Universal Services Administrative Company. The library received the Funding Commitment Decision Letter in July. It was preapproved the E-rate discount of \$27,532.82. Evena worked with Charter Communication to request for the discounted bill of the Internet access. Firewall was installed. This will allow us to meet the CIPA compliance. The IP address change with the firewall took place on October 23. Evena attended the Infopeople's workshop E-rate 2012 "unfiltered" on November 3<sup>rd</sup> at the Buena Park Library District. The library will need to reapply for the E-rate for 2012.

2. Goal: Continue to work with Technology committee to plan for implementing Radio Frequency Identification (RFID), self-check machine, automated services handling and bin/trolley sorters to better serve the public by increasing patron self-sufficiency and realigning staff assignments throughout the library.

Status: **Ongoing.** Staff first visited the City of Orange Library to see their RFID, self check machine, automated materials services handling and bins sorters. Staff did a presentation for the Library Board for the RFID at the Technology workshop in 2010. Staff met with Innovative Sales Representative in March and May 2010 to discuss RFID. The Technology Committee met with ITG sales representative on March 8, 2011. They discussed the software and hardware and other requirement. Ron from ITG measured the drop room for bins/sorters. Staff continued meeting different vendors including Envision, PV Supa and Bibliotheca. Staff met with Envision on April 22. It turned out Envision is the distributor for PV Supa. Bibliotheca and ITG has merged. Their sales representatives visited the library on April 26. They did the product demonstration and measure the Circulation space for AMHS. Evena did a presentation on the Technology's Committee recommendation to the Library Board on May 17. Barbara and several Board members visited the Alhambra Library which uses RFID and self check from 3M and the Santa Fe Library which use RFID and self check from ITG.

## Activity 6004 – Circulation

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<u>ITEMS CIRCULATED</u>		
Total	450,000	162,484
Items Per Capita/Year <sup>1</sup>	6.92 <sup>1</sup>	2.5
Weekly Hours of Opening	38	38
<u>LIBRARY USERS</u>		
User Visits Per Day	1,938	1,318
Total User Visits Per Year	475,000	160,811
New Cardholders Registered	6,000	2,018
Library Cardholders	62,000	56,775
Number of Requests for Items Checked Out	4,000	1,460
Overdue Notices-Processed	7,000	3,403

<sup>1</sup> Based on population figure of 65,027

### 2011-2012 GOALS AND OBJECTIVES

1. Goal: Research ways to use emerging library technologies to streamline the checking in and re-shelving of library materials to create a more efficient, expedient system allowing materials to be available to patrons rapidly.

Status: The Circulation Services Supervisor and Technical Services Librarian have met with various vendors investigating RFID and Automated Materials Handling systems to help create a more efficient, expedient system.
2. Goal: Continue to work with Technical Services and explore innovative technologies that will advance the existing computer circulation system and offer more personalized services to improve the patron experience.

Status: Free or low fee enhancements to our existing computer circulation system which will offer more personalized services to patrons are continually explored by the Technical Services Librarian and Circulation Services Supervisor as they become available through Innovative Interfaces.

3. Goal: Increase the number of volunteer shelvers in Circulation to help offset the loss of staffing while continuing to provide excellent service by fulfilling the patron needs for available library materials rapidly.

Status: Circulation has given our volunteer needs to Gwen Kishida, volunteer coordinator, to match our needs with available volunteers. Volunteers are an essential part of Circulation. We depend on them for assistance with returning library materials. We have been very fortunate to have nine consistent volunteers in the Circulation Department.

### **Activity 6005 – Literacy**

#### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of Students Participating	1350	913
Number of Student Hours	22,700	13,506
Number of Tutors	125	60
Number of Tutor Volunteer Hours	3,760	2,219
Number of Tutors Trained	75	43

#### **2011-2012 GOALS AND OBJECTIVES**

1. Goal: Create a guide for LAMP Teachers in the ESL Classroom with emphasis on the role of racial, social class and gender issues and how they play an active part in the formation of second language acquisition. This guide will empower current and future trainers on how to conduct trainings for new volunteers with or without teaching credentials.

Status: Administrator has started the outline for teacher guide. The role of racial and social classes is being addressed in guide outline. Focus is adaptability of curriculum that addresses all social classes and diverse groups in the community.

Status: Administrator currently researching Literacy workbooks that are ESL emergent levels. New Safety at Workplace books have been ordered for volunteer instructors to include in their curriculum. Training in January to volunteer instructors will include Workforce Literacy.

3. Goal: Transform the one to one program to intermingle with ESL Long Distance Learning classes to expand knowledge to the library customer that will include services in use of technology.

Status: In progress. Administrator is looking into creating curriculum that will incorporate computer skills with Basic English software in the computer lab.

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

#### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Reference Transactions (Children’s)	10,900	6,425
Children’s Reading Programs	390	225
Children’s Reading Programs’ Attendance	7,800	4,747

#### **2011-2012 GOALS AND OBJECTIVES**

1. Goal: Create collections and programs that develop critical thinking skills, encourage academic achievement, and support school curriculum standards in a safe and nurturing environment for children infant to 12 years old and their parents and caregivers.

2. Goal: Continue reviewing and replacing the high-demand children’s titles in the natural sciences, physical sciences, technology and biography sections to provide students and their parents with current information.

Status: Staff continued weeding the Children’s collection to prepare for RFID project and to make the best use of the collection. Acquired “Children’s Core Collection” with quarterly supplements to help build a well-rounded collection. Consequently, the Children’s collection set record-breaking circulating figures: in March, 63.2% of the circulated materials were from the Children’s collection with a total of 15,102 Children’s

titles been checked out. In October we set the highest record: 66.7% of the circulated materials were from the Children's collection!

3. Goal: Acquire children's e-books of science and technology subjects for elementary school students, and accessible the online resource available at the library and at any location ("remote access") and at any time ("24/7").

Status: Staff have been reviewing and replacing highly demanded children's easy readers and non-fiction titles. Staff conducted trainings on the Children's online databases (Brainfuse, BookFlix, and California mission e-books) and successfully conducted Children's online databases workshops for children and their parents. Brainfuse alone earned the highest usage in the nation according to its co-founder. Staff have reviewed the Grolier.com database for possible library electronic resources.

4. Goal: Redesign the Children's Area to be more family kids friendly so that it can better serve the informational and recreational needs. Incorporate the fresh input from the newly formed Children's Advisory Committee composed of library, city staff, community educators and community volunteers.

Status: The Children's Advisory Committee has met every two months and discussed a tile fundraising project, installing central railing on the stairs, a possible workshop on anti-bullying and service to special needs children and their accompanying parents in the library.

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

**Activity 6502 – Facilities Supervision**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Gymnasium (daily avg. )	105	101
Hours of Facilities Use –		
Youth Group	1,000	513
Private Group	1,000	522
 Facility Reservation	 175	 87

**2011 – 2012 GOALS AND OBJECTIVES**

1.    Goal:    Add pictures of park facilities (rooms, gyms, picnic shelters, etc. ) to the city website so that potential renters can see the facilities available for rent.  
  
          Status: In progress – pictures are being taken of every facility to be uploaded to the website.
  
2.    Goal:    Work in conjunction with the Chamber of Commerce to provide programming in concert with the proposed Farmer’s Market to take place at El Encanto.  
  
          Status: To be accomplished in the spring once the Farmers’ Market vendor is chosen.

## Activity 6503- Aquatics

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Total Number of Users	64,000	50,010
Instructional Class Attendance	2,150	1,949
Hours of Use by:		
Instructional Classes	770	570
Private Groups	1,600	1,600
School Groups	1,700	1,200
Public Swim	500	500
% of Operating Expenses Defrayed by User Fees	30%	16%

### 2011-2012 GOALS AND OBJECTIVES

1. Goal: Reestablish a Board of Directors for the Manta Ray Swim Team, including President, Secretary and Treasurer to conduct meetings and other business which meets the requirements of their existing 501©3 Corporation By-Laws. Assisting the new board in assuming more independence will ultimately generate a savings of approximately \$20,000 in staffing expenses associated with swim coaches.

Status: Accomplished in October, 2011

2. Goal: Incorporate student discounts for lap swim and promote to the coaches at East Los Angeles College, Mark Keppel High School and Schurr High School to increase lap swim participation and revenue.

Status: Accomplished in July, 2011

## Activity 6505- Langley Senior Center

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Sr. Citizen Lunches served	22,000	14,005
Home Delivered Lunches	15,600	5,159
Volunteer Hours	37,600	19,300
Education & Recreational Classes Attendance	100,000	45,500
Health Care Screenings	4,500	2,200
In Home Care Contacts	2,800	2,125
Trips & Tours	2,800	452
Billiards, Table Tennis, Exercise Machines	93,000	45,000

### 2011-2012 GOALS AND OBJECTIVES

1. Goal: Seek grant and other funding opportunities to increase the size of the large dining room – currently, many people are turned away for the special luncheons that are held several times per year.  
  
Status: Working with Friends of the Seniors developed a plan to enlarge the dining room for special lunches by opening up the Club Room 1 and 2 walls and moving the stage to the opposite wall of the dining room. Architectual plans are in the design process.
2. Goal: Develop a checklist for the part time janitor to complete quickly to report problems with lights, restrooms, and other facility amenities.  
  
Status: Preliminary schedule has been developed with specific duties defined on various days of the week according to classroom requirements.

## Activity 6506- Day Care

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Barnes Child Care Center Average Daily Attendance	35	26
% of Operating Expenses Defrayed by C.D.B.G. Grant	15%	29%
% of Operating Expenses Defrayed by User Fees	70%	72%
Enrollment- School Year		
Subsidized	18	15
Non Subsidized	17	11
% of Children Receiving H.U.D. Subsidy	51%	58%
Enrollment- Summer	70	58
Enrollment – Tiny Tots	65	55

### 2011-2012 GOALS AND OBJECTIVES

1. Goal: Through the combined efforts of our staff and volunteers, we will implement a Reading Club for Children. During the school year children read for assignments. The reading club is a quintessential time to show them that reading can be fun. By creating a welcoming atmosphere with a variety of books, it will invite children to participate in a group setting that will encourage them to learn social skills, with the habit of reading daily.  
 Status: Having a reading club encouraged and motivated the children to read more. Staff and volunteers planned creative reading activities to make reading fun for the children throughout the year. We had a canopy put up in our reading area, which created the feel of a secret hideaway. We also had reading buddy day, each child had to find a reading partner for the day and read to each other. Our reading club is here to stay and grow.

2. Goal: Introduce young children to the wonderful challenging game of chess. Children will learn the name and jobs of the various pieces and get to familiarize themselves to a chess board. Children will also watch tutorial videos on beginning level of chess. Chess is an exercise of infinite possibilities for the mind, one which develops mental abilities used throughout their life.

Status: Through the combined effort of staff and volunteers, chess was introduced to children ages 5 to 12. Some of the benefits children learned from playing chess are to have patience. Chess helps the child's ability to focus, and increase their attention. Its impact on analytical skill, memory, and logic is unparalleled.

### **Activity 6507- Recreational Activities**

#### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Adult Sports Teams	330	162
Specialized Recreation- Activities Enrollment: Youth	3,900	1,847
Adult	1,800	995
Total Activity Revenue Collected	300,600	163,819
Number of Free Summer Lunches Served	17,000	14,237

#### **2011-2012 GOALS AND OBJECTIVES**

1. Goal: Work with instructors to make sure that the rates charged are sufficient to cover all the actual and administrative costs incurred in offering the program. Eliminate programs that are not covering costs.

Status: Accomplished in December, 2011

## Activity 6508 – Community Participation

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Total Number of Volunteer Hours	31,000	22,472
Number of Community Service Court Allocated/Referral Volunteers	75	68
Number of Regular Volunteers	500	480
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

### 2011 – 2012 GOALS AND OBJECTIVES

1.    Goal:    Explore new fundraising avenues with all event committees in order to further enhance sponsorships and fundraising efforts.  
  
           Status: On- going – All committees and commissions have developed budgets and fundraising strategies. New ideas are encouraged at each meeting.
  
2.    Goal:    In an effort to maximize attendance and utilize staff time effectively, event committees will partner with other events, outside organizations, and city departments to cooperate on publicity and fundraising efforts.  
  
           Status: On-going – the Art and Culture and Community Relations Commissions partnered with the Chamber of Commerce to host the Annual Harmony Car Show and Artisans’ Fair. The Art and Culture and Youth Advisory Board participated in the Annual Holiday Sing and new Tree Lighting Ceremony.

## Activity 6509 – Media Productions

### PROGRAM MEASUREMENTS

	<u>Budget Projected</u>	<u>Year-to-Date</u>
Internet webcast total views*	4,100	5,880
Number of Programs Shown on MPK-TV (including repeats)	2,500	3,485
MPK-TV YouTube Channel Views*	4,974	7,934

### 2011-2012 GOALS AND OBJECTIVES

1. Goal: Complete the design, purchase, installation and staff training for new Council Chamber cameras and video switching equipment.  
  
Status: Project is in design phase. Expected to go out to bid during first quarter 2012.
2. Goal: Research options for making the online version of the Cascades newspaper easier to read and navigate.  
  
Status: Currently evaluating options.

## Activity 6511- Langley Center

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year to Date</u>
Dial-A-Ride		
Senior Passengers	16,300	6596
Handicapped Passengers	5,200	1772
Transit Miles	53,000	20,826
MTA Passes/Stamps & MTA Tokens (5,000)	17,000	7,046
Taxi Coupons	350*	324

\*New eligibility requirements have reduced the number of people eligible for this program.

### **2011-2012 GOALS AND OBJECTIVES**

1. Goal: Develop a brochure that outlines the various programs available to seniors and handicapped passengers (Dial A Ride, M.T.A. and Taxi Coupons).

Status: English language brochure will be developed and completed by March 2012, and will be available in Chinese and Spanish. (A trilingual Brochure)

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