

MONTEREY PARK

California

MID-YEAR REVIEW REPORT FY 2014 - 2015



Prepared by Finance

**Mid Year Review Report
For the 2014-15 Fiscal Year**

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Annie Young, Controller

**City of Monterey Park
Midyear Budget Report
2014-2015**

January 15, 2015

The Nation and State Fiscal Development

The nation's economic recovery remains firm. The positive news in job market, gas prices, and consumer confidence, all attributed to a brighter 2015. The housing market is more stable and more sustainable over the long term. In Los Angeles, home prices were up 4.9 percent year-over-year, which are now at levels last seen in December 2007. As the primary engine driving global growth, the Federal Reserve seeks to foster maximum employment and inflation of 2 percent before making its first rate hike. In December, the Fed reaffirmed to keep the federal funds rate at 0 to 1/4 percent and would take a balanced approach to remove policy accommodation. Many analysts expect that the Fed will begin lifting its interest rate around mid 2015.

California is the largest economy in the nation, where income and spending continue to grow. Tourism is booming. Although the speed of job gains is slowing in California as it is nationally, the percentage of long-term unemployed workers are falling and jobs expect to expand for 2015. The State is collecting more revenue than it is spending. The current economic forecast suggests 2015 for California will be even better.

Local Economy

The City's financial prospects, similar to the nation's, are brightening. This is good news since after the elimination of our redevelopment agency; the City has to rely on its General Fund to pursue its economic development tasks. In 2014, Monterey Park's housing market showed a robust increase in single-family home prices due to its desirable location. House values in the City are expected to continue remaining strong for 2015.

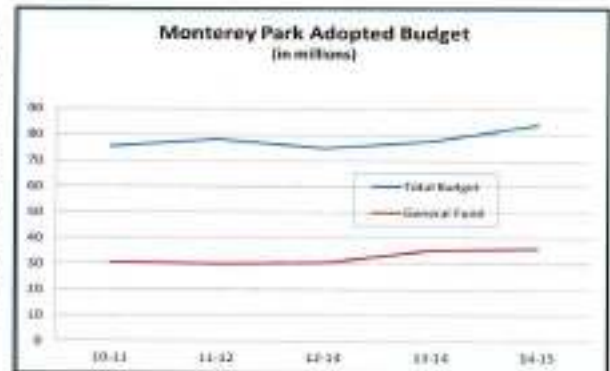
The City continues to have renewed development interest in numerous projects, particular multi-unit housing, hotels, and commercial developments. The City is currently working with the developer of the Monterey Park Market Place project to help facilitate the purchase of the project site and development of this regional power center. There are also three new hotels in the development plan in the North Atlantic area to meet the growing demands of the tourist industry in the San Gabriel Valley area. There are two main stream home builders trying to develop new single-family residential communities in the City. Although these projects will take a few years to come to fruition, these activities are a bright sign for the City's financial future.

Monterey Park's Budget Review

The total 2014-15 adopted City budget is \$84 million. It is a conservative and prudent spending plan, which reflects the miscellaneous employees' furlough program elimination and a one-time drawdown of \$1.87 million from the General Fund Capital Improvement Reserve for the six (6) priority projects. In September 2014, the Council approved MOU adjustments for safety units and authorized utilizing the General Fund unassigned fund balance for increased personnel costs. Table

1 below displays a five-year adopted budget history.

This Midyear Review incorporates the policy direction of the City Council for services and programs to address the needs of the community as identified during the first half of this fiscal year. Staff is requesting **four (4) new budget amendment items** for the City Council's approval. The requested items are funded by the different source of funds, which are further discussed in each of the following sections for General Fund, Park Facilities Fund, Sewer Fund, and Technology Internal Service Fund.



In preparing for the 2015-16 budget, the City continues striving to reduce expenses, improve citywide infrastructure, and manage revenues. The City will be realistic with the cost to provide additional services, evaluate economic development opportunities and costs, and maintain our legal commitments.

General Fund Midyear Overview

The General Fund's total budget is \$36.1 million from which the City pays for services commonly associated with local government, specifically police and fire, library, parks, and public works services. The budget includes two Council authorized transfers, \$1.87 million from the General Fund Capital Reserve for six (6) priority capital improvements and \$500,000 for safety personnel MOU adjustments. Excluding the two (2) transfers from reserves, the total budget is \$33.8 million.

General Fund Revenues

The estimated net General Fund revenues, \$34.2 million, plus two Council authorized transfers from the General Fund reserves, total \$36.6 million for 2014-15. As for 2015-16, the projected revenues are \$35.9 million. Table 2 below is a summary of General Fund revenues. The City's two largest revenue sources, Property and Sales taxes, account for an average of 58.5% of the net General Fund revenues. The Property tax revenue reflect an approximately \$1 million of the ABx1 26 residual property tax distributions from the County.

(Amounts in 000s)	2014-15 Approved	2014-15 Estimated	2015-16 Projected
Property Tax	\$14,487	\$14,941	\$15,240
Sales Tax	5,065	5,065	5,217
Utility Tax	3,100	3,234	3,267
Other Taxes	2,149	2,324	2,437
Licenses & Permits	2,007	2,014	2,368
Service Charges	4,597	4,288	4,708
Other Revenue	2,308	2,313	2,684
Transfers-Capital Reserve	1,872	1,872	
Transfers-Unassigned Reserve	500	500	
Total	\$36,085	\$36,551	\$35,921

Property Tax Property tax is calculated based on the assessed value. The City's total net taxable value for 2014-15 is \$6.3 billion, up \$263 million, a 4.3 percent increase from last year. Proposition 13 limited property taxes to 1 percent of a property's value and restricted the annual increases on assessed values. Since the State eliminated redevelopment agencies (RDA) statewide, many agencies expect to receive a portion of property taxes, which previously were increment allocated solely to RDAs. Projected property residual distributions for 2014-15 are approximately \$1.1 million.

The housing market has continued to improve in 2014 although the pace of the improvement has slowed due to increase of interest rates and tight inventories. A 2 percent growth is projected for the City's property tax for 2015-16, with the majority of the increase coming from the Proposition 13 annual inflation adjustment and properties transfer of ownership as the real estate market continues to remain positive. This amount also includes residual and pass through distributions, an approximately \$1.1 million.

Sales Tax Sales tax is the second major source of revenue for the City. The City's sales tax provides around 14.8 percent of the City general fund revenues, vs. on average, around 30 percent for all cities and counties in California.

The estimated sales tax revenue for 2014-15 is on target. However, retail sales over the Internet continue to drain significant sales tax revenues from local coffers. As for 2015-16, the City assumes a 3 percent sales tax increase as the economy continues to recovery.

Utility Tax The City's utility tax rates are 3% for residential and 5.5% for commercial users. The tax is applied to the consumption of gas, telephone, and electric services. The utility tax revenue from telephone services continues to decrease. The UUT revenue is projected to remain flat for 2015-16.

Other Taxes This category consists of property transfer tax, franchise tax, and transient occupancy tax. The property transfer tax is the real estate transfer tax at a rate of \$1.10 per \$1,000 of value transferred. Cities and county share the tax equally. Franchise tax is imposed by the City on gas, electric, refuse companies, and cable television for the privilege of using City streets. Transient occupancy tax is imposed on occupants for privilege of occupying room(s) in hotel, motel, and inn in the City. The current tax rate is 12 percent and is projected to show a 10 percent increase for 2015-16.

Licenses and Permits Business licenses are imposed for the privilege of conducting business within the City per Government Code §37101. The City expects to gain extra collections for 2014-15 due to regulatory review results. As for 2015-16, the City assumes a 10 percent collection increase.

Charge for Services This category includes charges for fee-supported City services and includes: police and fire services, library and recreation services, plan check, inspection, engineering services, and zoning review. The projected revenue for 2014-15 is about \$4.3 million, reflecting elimination of property inspection requirements. Total combined revenue for fees and charges is expected to be approximately \$4.7 million for fiscal year 2015-16. The projected increases are mainly in plan check, construction permits, and administrative charges.

The City's Cost Allocation Plan and Master Schedule of Fees and Charges serve as the basis for its

service charges. The direct cost of providing the service as well as the indirect expenses of providing the service must be taken into account to ensure the reasonableness in financing city services.

Other Revenues This category includes investment earnings, rents, fines, and various miscellaneous revenue accounts. As a result of low LAIF return rates, the City continues investing more funds in the Los Angeles County Treasury Pool. Other Revenues in Refunds and Rebates category reflect a portion of reimbursements from the Ground Emergency Medical Transport (GEMT) Program.

General Fund Expenditures

The original adopted budget for General Fund is \$35.6 million and the estimated net expenditures and transfers, including Council approved MOU adjustments for safety units, are \$36.1million. Throughout the fiscal year, the City Council may approve budget amendments that could not have been anticipated at the time the budget was adopted. Table 3 presents approved supplemental and proposed Midyear amendments for the 2014-15 General Fund Budget.

**General Fund
2014-15 Projected Operating Results
(Table 3)**

Net Revenues	\$ 34,179,000
Authorized Transfer from GF Capital Improvement Reserve	1,872,000
Authorized Transfer from GF Unassigned Reserve	<u>500,000</u>
Total Revenues and Transfers	<u>36,551,000</u> ⁽¹⁾
Original Adopted Budget	\$ 35,603,000
Adjustments:	
<i>Safety MOU Adjustments</i>	<u>500,000</u>
Total Budget with Council Approved Adjustments	36,103,000
Midyear Proposed Budget Amendment:	
<i>CalPERS Health Plan Roll-Out Consulting Costs (Amendment 1)</i>	<u>45,000</u>
	<u>36,148,000</u> ⁽²⁾
Projected General Fund Surplus ^{(1) - (2)}	<u>\$ 403,000</u>

Amendment 1 requested from the General Fund is for consulting services to facilitate the transition from the current health insurance program into the CalPERS Health Plan. As part of the change, the consultant will assist the City in implementing a full flex cafeteria plan and health reimbursement accounts (HRA) to reimburse retirees for the difference between the PEMHCA and the actual amount the City pays for coverage. In addition, the consultant would help facilitate the change to CalPERS medical with over 220 City retirees.

The projected General Fund surplus of \$403,000 will be deposited into the General Fund Capital Improvement Reserve when the City book is closed at June 30, 2015.

Proposed Changes for Developing the 2015-16 Budget

The projected expenditures and transfers for 2015-16 are \$35.9 million, reflecting a cost of living contingency labor expenditure for citywide MOUs and merit adjustments, a required higher minimum wage rate from the current \$9.00 to \$10.00 on January 1, 2016, and a mandated 3-day sick leave requirement for part-time staff members. Table 4 below displays the projected cost adjustments for the 2015-16 budget.

General Fund 2015-2016 Projected Expenditure Changes and Transfers (Table 4)

<i>Cost:</i>	<i>(\$100,000), City Clerk</i>
<i>Explanation:</i>	<i>No Municipal election for 2015-16</i>
<i>Cost:</i>	<i>(\$1,872,202), Capital Improvements</i>
<i>Explanation:</i>	<i>Completion of 2014-15 6 priority City projects</i>
<i>Cost:</i>	<i>\$720,000, Salaries</i>
<i>Explanation:</i>	<i>MOU adjustments - citywide</i>
<i>Cost:</i>	<i>\$180,000, Salaries</i>
<i>Explanation:</i>	<i>Merit and medical benefits - citywide</i>
<i>Cost:</i>	<i>\$100,000, Supplies and Maintenance</i>
<i>Explanation:</i>	<i>2% increase in operating supplies and repairs & maintenance services</i>
<i>Cost:</i>	<i>\$45,000, Utilities</i>
<i>Explanation:</i>	<i>3% increase in electricity, natural gas, and telephone services</i>
<i>Cost:</i>	<i>\$230,000, Contract and Professional Services</i>
<i>Explanation:</i>	<i>3% increase for service contracts per annual CPI adjustment</i>
<i>Cost:</i>	<i>\$95,000, Internal Service Funding</i>
<i>Explanation:</i>	<i>Operations and reserve to meet outstanding liabilities for the Workers' Compensation (+5%), Technology (+5%), and Motor Pool (3%) funds</i>
<i>Cost:</i>	<i>\$900,000, General Fund Pension Cost Contribution</i>
<i>Explanation:</i>	<i>GF supplemental for pension costs</i>

The City has adopted a conservative financial management practice, thus achieving a balanced 2015-16 budget (Table 5).

General Fund 2015-2016 Proposed Budget (Table 5)

<i>Revenue</i>	<i>\$ 35,921,000</i>
<i>Expenditures</i>	<i>(35,901,000)</i>
<i>General Fund Projected Surplus</i>	<i>\$ 20,000</i>

General Fund Balance

The City follows the Governmental Accounting Standards Board (GASB) Statement No. 54 in reporting fund balances. The total fund balance of the General Fund for 2013-14 totaled \$20 million, which the Assigned for Capital Improvement of \$9.3 million included committed purchase orders in the amount of \$2.7 million for the parks master plan improvement projects. The unassigned fund balance represents General Fund funds that are available for any purpose. In September 2014, the Council authorized utilizing \$500,000 from the unassigned fund balance to fund the MOU adjustments for safety units. The General Fund reserves are projected as follows.

(Amounts in 000s)	<u>2013-14 Actual</u>	<u>2014-15 Projected</u>	<u>2015-16 Projected</u>
Unassigned for Operations	\$ 3,554	\$ 3,054 ⁽²⁾	\$ 3,074
Assigned for Capital Improv/POs	9,321 ⁽¹⁾	5,200 ⁽³⁾	5,200
Committed for Economic Dev.	1,834	1,834	1,834
Committed for Catastrophic Events	2,000	2,000	2,000
Committed for Working Capital	3,000	3,000	3,000
Committed for Unemployment	340	340	340
Total	\$ 20,049	\$ 15,428	\$ 15,448

- 1) Amount included \$2.65 million committed purchase orders for on-going parks improvements.
- 2) Amount is decreased by \$500,000 for Council authorized safety MOU adjustments.
- 3) Amount excluded per Council authorized \$1,872,000 for 2014-15, 6 priority projects, but included 2 loans, \$500,000 loaned to PSIF for Isabella property purchase, and \$105,000 proposed loan to Park Facilities for various needed parks expenditures pending for Council's approval. The projected surplus of \$403,000 is also included in the balance.

Other City Funding Sources

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

Park Facilities Fund and Public Safety Impact Fees Fund

These two funds rely on developer fees which can vary from year to year and currently both have low fund reserves. In November 2014, the Council approved the purchase of 2000 South Isabella property for the Fire Station 62 redevelopment and the purchase amount of \$500,000 was loaned from the General Fund Capital Improvement Reserve to the Public Safety Impact Fees Fund due to an insufficient PSIF cash position.

At this Midyear review, the **Amendment 2** is identified for an additional expenditure of **\$105,000 for needed parks projects**. The expenditure is to cover costs for Garvey Ranch tree removal, Edison trails clean-up, WCA contract adjustments, and miscellaneous park clean-up items. This expenditure will be temporarily loaned from the General Fund Capital Improvement Reserve to the Park Facilities Fund due to the low cash position in the Park Facilities Fund. The City expects that all loans from the General Fund to both funds will be soon repaid when the hotels

and Market Place projects are moving forward to generate more developer fees.

Enterprise Funds

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

The City has implemented its water, sewer, and refuse new rates and started plans for replacement and refurbishment of the water and sewer system's infrastructure. The Public Works Department administers the operations and maintenance of water and sewer system and is requesting that the Council approve the following **two sewer funded positions (Amendment 3) for six months of the remaining 2014-15 for the purpose of rehabilitating the sewer system improvements.**

	<u>Salary and Benefits</u> <u>(1/2 year)</u>
1) <i>Senior Maintenance Worker</i>	\$ 34,100
2) <i>Maintenance Worker</i>	<u>32,000</u>
2014-15 Sewer Fund Amendments	<u>\$ 66,100</u>

For 2015-16, a whole year salary and benefits for these two positions would be \$134,000.

Internal Service Funds

The City maintains six internal service funds to finance the operating costs and outstanding liabilities for workers' compensation, auto shop, technology, separation benefits, general liability, and post-employment medical benefits. Internal service funds are maintained through charges to departments. Each participating City department is funded a non-discretionary line item appropriation in its cost center budget. Each year, cash flows for each of the internal service funds were examined to identify areas where fund balances could be used to help offset rate increases.

Any significant deficit in the internal service funds is an indication of those funds is not being charged their proportionate share of costs. This is the case of the City's Workers' Compensation Fund and General Liability Fund which have a deficit net position. Substantial increases or transfers in the future are unavoidable to bring the funds to a positive net position. In addition, many of the City's motor pool vehicles and equipment have been put on hold due to the economic downturn for the past several years. Replacement of these aging vehicles and equipment will be a priority for the City.

At this Midyear review, staff is requesting to fund in the amount of **\$40,000 from the Technology Internal Service Fund for a HR information software system, called NeoGov HR System (Amendment 4).** This HR information system is an automated application tracking program used for the recruitment and hiring process. The City's current outdated DOS operating system can no longer be installed on any new replacement computer. As a result, HR staff members are manually recording personnel data on paper index cards, which is an inefficient and ineffective operation

for today's technology environment. The benefit of this NeoGov HR System is to automate the City's Human Resources' services.

For 2015-16, internal service funds' charges are: Workers' Compensation (+5%), Motor Pool (+3%), Technology (+5%), Separation Benefits (no increase), General Liability (no increase), and Post-Employment Medical Benefits (no increase). Because of a strong cash position in the Separation Benefits Internal Service Fund, staff is, again, requesting a one-time fund transfer of \$500,000 to the General Liability Internal Service Fund to shore its negative cash position.

Retirement Fund

The issue of public pensions includes a complex web of policy, fiscal and legal concerns. Employer contribution rates are as high as they have ever been and will continue increasing in the years ahead, peaking in fiscal year 2019-20. All employers are reporting that these higher contribution levels are putting a significant strain on budgets. Under the City labor contracts, current employees are required to contribute the full percentage of the member contribution. Below are the actual CalPERS employer's rates for the City's two retirement plans.

Plan	Actual FY 2014-15	Actual FY 2015-16	Projected FY 2016-17	Projected FY 2017-18	Projected FY 2018-19
Safety	28.476%	31.219%	34.6%	38.3%	42.7%
Miscellaneous	22.516%	25.233%	27.4%	29.7%	32.2%

The City continues to face significant deficits in the Retirement Fund for the foreseeable future and the General Fund retirement contribution is needed to pay for retirement obligations as it depicts in Table 6 below.

Retirement Fund
(Table 6)

(Amounts in 000s)

	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
<i>Beginning Fund Balance</i>	615	256	256	1	1
<i>Retirement Fund Revenue</i>	5,141	5,300	5,450	5,730	6,015
<i>General Fund Contribution</i>	1,300	2,200	2,295	2,870	3,185
<i>Residual Distributions</i>	200				
<i>Total Sources</i>	7,256	7,756	8,001	8,601	9,201
<i>Expenditures</i>	7,000	7,500	8,000	8,600	9,200
<i>Ending Fund Balance</i>	256	256	1	1	1

Pension obligations are a long-term liability, and pension funding decisions should be viewed in the same light. Beginning with the 2015-16 annual financial reporting (CAFR), the unfunded liabilities in pension plans will be incorporated into the City's net position as required by GASB Statement 68. It's time for the City to think about a way to accelerate the payment of unfunded liabilities in order to have a positive benefit on our financial statements. It's the similar solution which the City joined in the OPEB trust program last year and substantial reduced its retiree medical unfunded liabilities. Staff will diligently explore funding options to reduce pension unfunded liabilities and present a recommendation for Council's consideration at June budget hearings.

As for the transfer of \$7.8 million from the City's former Redevelopment Agency to the City for the recapture of the former RDA's pension override catch-up amounts, it has been determined as an unallowable transfer by the State Controller's final review letter dated December 22, 2014. The State Controller Office (SCO) ordered the City reverse the transfer and turn over the amount to the Successor Agency. This issue is currently being handled by our City Attorney.

In Closing

The days of passive financial management have passed and the City is now aggressive and proactive in order to develop and implement plans that will keep us fiscally responsive and as financially healthy as possible. Change, especially lasting change, starts with a community recognizing its existing strengths and working consistently to build on them. The new role for the City Council and all City employees is to jointly maintain discipline and focus on what is best for this community over the long term.

This midyear review sets the stage for our continuing efforts to prepare for the 2015-16 Budget. Projections at the midyear indicate that the City will have a balanced budget for 2015-16. In early June, Finance will schedule budget hearings for the City Council to review and consider the proposed budget. And again, we will follow the Council's directions to remain fiscally responsible, which means having stable revenues to continue maintenance on City's roads and streets, rehabilitate water and sewer infrastructure, support local businesses, and promote economic developments.

Respectfully,

A handwritten signature in blue ink, appearing to read "Paul Talbot", written over a horizontal line.

Paul Talbot
City Manager

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SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual		Estimated		
		2013-2014	2014-2015	2014-2015	2015-2016	
<u>General Fund</u>						
Property Taxes:						
Current Secured	0010- 01010	7,316,466	7,100,000	7,462,800	7,612,100	
Residual Property Tax Dist.	01015	1,115,153	1,400,000	1,137,500	1,160,300	
VLF Compensation	01010	5,553,048	5,400,000	5,664,100	5,777,400	
Current Unsecured	01020	277,071	260,000	282,600	288,300	
Homeowner Exemption	01030	64,380	60,000	65,700	67,000	
Prior Year Secured	01110	265,699	210,000	271,900	276,400	
Prior Year Unsecured	01120	7,772	7,000	7,900	8,100	
Interest & Penalties	01200	47,957	50,000	48,900	49,900	
Admin Cost Refunds (one-time)	01210	3,043				
Total Property Taxes		14,650,590	14,487,000	14,940,500	15,239,500	
Other Taxes:						
Admission Tax	01400	5,000	7,500	7,500	7,500	
Sales Tax	01500	3,680,799	3,800,000	3,800,000	3,914,000	
Sales Tax Compensation	01500	1,262,022	1,265,000	1,265,000	1,303,000	
Transient Tax	01550	1,049,070	1,000,000	1,100,000	1,210,000	
Franchise Tax	01600	970,212	950,000	970,000	989,400	
Transfer Tax	01800	198,654	166,000	220,000	230,000	
Utility Users Tax	01900	3,202,264	3,100,000	3,234,300	3,266,600	
Vehicle In-lieu Tax	04410	27,588	25,000	26,649		
Total Other Taxes		10,395,608	10,313,500	10,623,449	10,920,500	
Licenses & Permits:						
Licenses:						
Business Licenses	02010	974,816	944,000	1,169,800	1,286,800	
Business Lic Processing Fees	02020	2,681	1,000	3,200	3,300	
Tobacco Retailer Lic Fees	02025	1,800	1,000	1,800	1,800	
Dog Licenses Regular	02410/02430	17,625	12,000	18,000	18,400	
Dog Licenses Altered	02420/02450/02460	4,314	4,000	4,400	4,500	
Total Licenses		1,001,236	962,000	1,197,200	1,314,800	
Construction Permits:						
Building Permits	02500	544,085	700,000	545,000	700,000	
Electrical Permits	02600	114,932	170,000	115,000	170,000	
Plumbing Permits	02700	75,900	95,000	75,000	95,000	
Mechanical Permits	02900	53,786	60,000	54,000	60,000	

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual		Estimated	
		2013-2014	2014-2015	2014-2015	2015-2016
Total Construction Permits		788,704	1,025,000	789,000	1,025,000
Other Permits:					
Firework Permits	03540	4,016	5,200	4,000	4,000
Yard Sale Permits	03550	1,780	2,100	1,800	1,800
Misc Permits	03590	19,754	10,000	19,000	19,400
Parking Permits	03650	2,100	2,000	2,100	2,100
Banner Permits	06290	6,176	221	800	800
Total Other Permits		33,826	19,521	27,700	28,100
Total Licenses & Permits		1,823,766	2,006,521	2,013,900	2,367,900
Fines:					
Traffic Fines	03580	205,726	200,000	206,000	210,000
Court Fines	03600	10,002	20,000	20,000	20,000
Parking Fines	03620/03630	450,521	500,000	430,000	450,000
Court Restitutions	06405	100			
Total Court and Traffic Fines		666,349	720,000	656,000	680,000
Use of Money & Property:					
Interest Income	03700	262,664	300,000	300,000	350,000
Golf Course Rental	03800	127,605	150,000	140,000	145,000
MetroPCS (3500 Ramona)	03870	38,185		39,331	40,511
T-Mobile Rental (Fire Station 3)	03880	30,020	30,000	30,000	31,848
AT&T Rental (Fire Station 3)	03890	30,020	30,020	30,920	31,848
T-Mobile Rental (Sierra Vista)	03930	34,836	38,660	38,660	40,220
Nextel Rental (Ramona Blvd.)	03940	35,298	39,120	39,120	40,808
Acosta Grower (Delta & Fox Sites)	03960	12,328	12,328	12,698	13,079
Martinez Nursery (La Loma Site)	03961	3,047	3,138	3,138	
Specialty Restaurants	03970	150,681	150,000	150,000	150,000
Sublease Rent - SMSA (Pac Bell)	03980	10,465	10,465	10,805	11,130
Sublease Rent - Cox Communication	03990	7,421	7,563	7,546	7,764
Total Use of Money & Property		742,569	771,294	802,218	862,208
Charges for Services:					
Police Services:					
Witness Fees	03610	2,623	3,000	2,600	2,600
Prisoner Housing	03640	149,509	88,000	88,000	88,000
Vehicle Release	03670	56,035	66,000	66,000	66,000

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual		Estimated	
		2013-2014	2014-2015	2014-2015	2015-2016
DUI Recovery	03680	49,567	58,000	50,000	50,000
Fingerprint	06390/03710	12,305	15,000	15,000	15,000
Correction Notices	03720	4,275	4,000	4,000	4,000
Prisoner Booking Fees	03730/03760	800	400	400	400
Police Report	05990	3,191	3,000	3,200	3,200
Burglar Alarm	06400	23,908	35,000	24,000	30,000
Total Police Services		302,213	272,400	253,200	259,200
Fire Services:					
Fire Report Copy	06050	599	300	500	300
Fire Inspection	06320	100,193	95,000	95,000	100,000
Fire Plan Checks & Permits	06330/06340	113,962	99,750	110,000	132,000
Fire Response/Admin Citation	06350/06240	9,075	11,500	9,000	9,000
Business Fire Safety Inspection	06370	34,177	25,000	28,000	32,000
Ind Waste Permit/Inspection	06850	121,388	105,000	105,000	120,000
Ambulance Subscription	07950	97,375	98,000	95,000	95,000
Ambulance Transport	07960	1,058,110	1,000,000	950,000	1,000,000
Total Fire Services		1,534,878	1,434,550	1,392,500	1,488,300
Community Development:					
Plan Check	06100	434,063	700,000	500,000	700,000
Comm Prop Insp	06120	60,022			
Res Prop Insp	06150	22,656			
Home Occup Insp	06160	13,024	15,000	15,000	15,000
Zoning	06200	30,524	38,000	40,000	40,000
Admin Citation - Code Compliance	06220/06130	34,638	50,000	35,000	35,000
Design Review	06250	19,870	8,000	13,000	20,000
Special Inspection	06450	4,249	7,000	5,000	5,000
Shopping Cart Plan Review	06451	1,260		900	900
Total Community Development Fees		620,305	818,000	608,900	815,900
Public Works Fees:					
Comm. Franchise in lieu fee	01610	124,201	135,000	125,000	125,000
Street Excavation	02910	9,486	8,000	8,000	8,000
Sewer Permits	02920	108	200	200	200
Driveway/Sidewalk	02930	1,766	2,500	2,500	2,500
Housemoving Permits	03520	2,304	1,056	2,000	2,000
Sale of Maps/Plans	06000/06010	1,076	2,500	1,500	1,500
Newsrack Permits	06710		1,479	1,500	1,500
Address Change	06140	3,828	3,100	3,500	3,500
Admin Citation - Public Works	06230		100	200	500
Engr Inspection	06210/06300	56,042	55,000	50,000	50,000

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual		Estimated	
		2013-2014	2014-2015	Actual 2014-2015	Estimated 2015-2016
Engr Plan Check	06700	95,252	48,000	60,000	60,000
Soil Review	06910	20,423	10,000	15,000	15,000
Total Public Works Fees		314,485	266,935	269,400	269,700
Library Fees:					
Library Fines	07410	21,204	19,000	19,000	19,000
Audio Visual	07420	4,339	5,000	5,000	5,000
Lost Books	07430	2,145	2,000	2,000	2,000
Misc Library Revenue	07460	52	100	100	100
Card Replacement	07480	1,974	2,000	2,000	2,000
Damaged Items	07490	194	600	500	500
Total Library Fees		29,907	28,700	28,600	28,600
Recreation / Community Services Fees:					
Rec. Facilities / Service Clubhouse	04020	75,793	67,000	67,000	67,000
Rec Registration	06090	11,167	20,000	20,000	20,000
Picnic Reservation	07050	14,500	20,000	14,000	20,000
Aquatics	07090	26,569	24,000	24,000	26,000
Adult Leagues	07100	(50)			
Child Care	07150	165,404	160,000	175,000	175,000
Barnes Pool Admission	07610	9,497	13,000	13,000	13,000
Elder Pool Admission	07620	3,225	4,000	4,000	4,000
Swim Lessons	07630	72,498	62,000	75,000	70,000
Barnes & Elder Pool Rental	07640	8,013	44,000	10,000	10,000
Adopt-A-Park	08020	58	1,000		
Langley Activity	08025	49,017	24,500	45,000	45,000
Rec Registration	0159-06090	20,746	35,000	21,000	35,000
Summer Programs	0159-07010	62,597	60,000	62,000	62,000
Fall Programs	0159-07020	35,377	62,000	46,350	40,000
Winter Programs	0159-07030	40,997	61,000	41,000	41,000
Spring Programs	0159-07040	64,118	55,000	65,000	65,000
Adult Leagues	0159-07100	855	3,000	1,000	1,000
Total Recreation / Community Services Fees		660,382	715,500	683,350	694,000
Administrative Charges:					
From City Funds	06020	900,000	1,050,000	1,050,000	1,150,000
Total Administrative Charges		900,000	1,050,000	1,050,000	1,150,000
Other Services:					
City Clerk Research	06040	281	500	500	500

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual	Estimated	Estimated	Estimated
		2013-2014	2014-2015	Actual 2014-2015	Estimated 2015-2016
Returned Check Fee	08150	1,975	4,000	2,000	2,000
Coin Operated	07500		100	100	100
ELAC Special Event	09210		6,300	6,300	
Total Other Services		2,256	10,900	2,500	2,500
Total Charges for Services		4,364,425	4,596,985	4,288,450	4,708,200
Other Revenue:					
Surplus Property Sale	04000	5,477	8,000	8,000	8,000
Refunds/Rebates	08100	245,397	155,000	192,000	230,000
Misc Revenue	07530/09203/ 09200/09202	10,569	3,600	3,600	3,600
Utility Billing Round Up	08200	800	750	750	800
Street Maintenance - Water	08155	480,000	650,000	650,000	900,000
Total Other Revenue		742,244	817,350	854,350	1,142,400
Total General Fund		33,385,551	33,712,650	34,178,867	35,920,708
Special Revenue Funds					
Retirement Fund - 0012					
Property Taxes:					
Current Secured	01010	4,451,106	4,600,000	4,600,000	4,650,000
Residual Property Tax Dist.	01015	455,609	500,000	300,000	300,000
Current Unsecured	01020	74,932	85,000	76,400	77,900
Homeowner Exemption	01030	49,785	59,000	50,800	51,800
Prior Year Secured	01110	94,624	80,000	96,500	98,400
Prior Year Unsecured	01120	875	500	900	900
Interest & Penalties	01200/03750	16,455	18,000	16,800	17,100
ROPS Pension Override (one time)	07530				
General Fund Supplement for Pension	01300	750,000	1,300,000	1,300,000	2,200,000
Extra Residual Distributions	01015		311,915	200,000	
Total Retirement Fund		5,893,387	6,954,415	6,641,400	7,396,100

State Gas Tax Funds - 0022

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual		Estimated		
		2013-2014	2014-2015	2014-2015	2015-2016	
Gas Tax:						
Section 2103 (Prop 42 Replacement)	0022-04530	931,625	679,774	800,000	850,000	
Section 2105	0022-04540	406,049	312,398	400,000	405,000	
Section 2106	0022-04500	186,797	247,918	270,757	270,757	
Section 2107	0022-04510	420,572	383,853	421,624	423,000	
Section 2107.5	0022-04520	7,500	7,500	7,500	7,500	
Interest Income	0022-03700	6,964	3,000	3,000	3,000	
SB 821 Bikeway	0023-05400	30,000	49,795	49,795	49,795	
Total Gas Tax Fund		1,989,508	1,684,238	1,952,676	2,009,052	
Park Facility Fund - 0070						
Park Facilities Fees	09000	60,065	300,000	180,000	300,000	
Proposition A Fund - 0109						
Proposition A Sales of Assets	04000	5,675				
Proposition A Local Return	05400	1,042,832	1,075,941	1,074,100	1,106,300	
Proposition A Incentive Program	05430	109,852	107,223	113,100	114,000	
Bus Fares	07680	85,896	65,000	58,200	60,000	
MTA Tap Card Sales	07685		50,000	35,000	40,000	
Interest Income	03700	7,043	6,800	6,800	7,000	
Total Proposition A Fund		1,251,298	1,304,964	1,287,200	1,327,300	
Measure R Fund - 0110						
Measure R	05400	645,544	669,357	664,900	684,800	
Interest Income	03700	4,523	4,600	4,600	4,600	
Total Measure R		650,067	673,957	669,500	689,400	
Proposition C Fund - 0166						
Interest Income	05400	866,913	892,465	892,900	900,000	
	03700	2,958	3,200	3,200	3,500	
Total Proposition C		869,871	895,665	896,100	903,500	
Asset Forfeiture Fund - 0160						
Asset Forfeiture-Justice	03690	37,145	45,000	45,000	45,000	
Interest Income	03700	2,155	2,500	2,100	2,100	

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual		Estimated	
		2013-2014	2014-2015	2014-2015	2015-2016
Asset Forfeiture-Treasury	03770	122,393	120,000	352,000	120,000
Asset Forfeiture-State	03780	113,467	51,000	50,000	50,000
Sales of Surplus Property	04000	5,599			
Misc Revenues	08100			6,407	
Total Asset Forfeiture Fund		280,759	218,500	455,507	217,100
Business Improvement Fund - 0077					
Business Improvement Fees	02110	62,180	58,584	62,200	62,200
Interest Income	03700	817	900	900	900
Total Business Improvement		62,997	59,484	63,100	63,100
Air Quality Improvement Fund - 0165					
Air Quality Allocation	05400	56,358	75,000	75,000	77,000
Interest Income	03700	757	650	650	750
Air Quality Improvement Fund	04000				
Total Air Quality Improvement		57,116	75,650	75,650	77,750
Maint. District -1972 Act - 0176					
Special Assessment	01060	987,761	983,000	987,000	989,000
Library Tax Fund - 0131					
Library Tax	01060	504,246	502,000	504,500	504,500
Interest Income	03700	652	300	300	350
Total Library Tax Fund		504,898	502,300	504,800	504,850
Public Safety Augmentation Fund - 0182					
Sales Tax Public Safety Augmentation	01510	636,527	620,000	650,000	650,000
Public Safety Impact Fund - 0071					
Public Safety Impact Fee	03570/08100	273,278	450,000	270,000	450,000
Interest Income	03700	59			
Total Public Safety Impact Fee		273,337	450,000	270,000	450,000

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual	Estimated	Estimated	Estimated
		2013-2014	2014-2015	Actual 2014-2015	2015-2016
CERCLA Liability Fund - 0203					
CERCLA Fees	06950	124,130	124,000	124,000	124,000
Interest Income	03700	3,045	2,100	2,500	3,000
Total CERCLA Liability		127,175	126,100	126,500	127,000
Housing Program Fund - 0880					
SERAF Payment	01017		68,671	68,671	68,671
Interest Income	03700	17,856			
Grant Revenues	05400	35,318			
Rental Income-325 E. Pomona	05451	1,142			
Rental Income-371 E. Pomona	05452	2,321			
Rental Income-321 E. Pomona	05454	2,424			
Rental Income-534 N. Chandler	05455	38,345			
Other Revenue	07530	701			
Refunds and Rebates	08100				
Total Housing Program Fund - 0880		98,105	68,671	68,671	68,671
Grants Fund					
Library Grants:					
Literacy and Civics Ed. Grant	0142- 05400	81,853	136,524	136,524	136,000
Cal Literacy Grant	0163- 03700/05400	25,455	25,436	25,436	25,436
Target Grant	0423- 05400	2,000			
Nursery Rhyme App Grant	0429- 05400		5,000	5,000	
Literacy Trust Grant	0445- 05400		20,650	20,650	
LSTA Pitch an Idea Grant	0449- 05400		20,000	20,000	
Library Building Trust Grant	0411- 05400		16,340	16,340	
Total Library Grants		109,308	223,950	223,950	161,436
Recreation Grants:					
Park Discretionary (Maint.)	0178- 05400	65,315	59,478	59,478	59,478
Langley Center Trust	0500- 05400	8,794			
LA County Open Space Grant	0501- 05400	2,725			
LA Astronomical Society Grant	0502- 03700/05400	125,210			
Total Parks & Rec Grants		202,044	59,478	59,478	59,478

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual		Estimated		
		2013-2014	2014-2015	2014-2015	2015-2016	
Police Grants:						
STC Grant	0132- 05400	6,050	6,050	6,050	6,050	
POST Grant	0136- 04500	40,389	35,000	35,000	35,000	
Interest Income	0192- 03700	358				
State - COPS	0192- 05400	100,000	100,164	100,164	100,000	
Bullet Proof Vest Grant	0229- 05400	6,353	5,530	5,530	5,530	
AB109 Task Force Grant	0306- 03700/05400	111,362				
Sr. Pedestrians & Bicycle Safety	0330- 05400	60,432				
Selective Traffic Enforcement Prog	0335- 05400		148,000	148,000		
Urban Area Security Initiative	0460- 05400	66,758				
Total Police Grants		391,703	294,744	294,744	146,580	
Engineering/Parks Grants:						
Prop 1B Street Improvement Fund	0028- 03700/05400	35				
Used Oil Recycling Grant	0184- 03700/05400	17,554	17,540	17,540	17,540	
Beverage Container Recycling	0214- 03700/05401	33,246	16,114	16,114	16,114	
Used Oil Competitive Grant (13/14)	0264- 05400		120,000	120,000		
Asphalt/Concrete Incentive	0421- 05400	40,624				
Tree Planting County Grant	0448- 05400	16,500	51,600	51,600		
Total Engineering Grants		107,959	205,254	205,254	33,654	
Transportation Grants:						
Surface Transportation Program (STP-L)	0175- 05400		737,000	737,000		
Air Quality Investment Program	0233- 05400/07680	2,695				
Safetea-Lu	0342- 05400	50,120			480,000	
MTA Grant (ELAC)	0346- 05400	17,333				
MTA Clean Fuel Bus Grant	0443- 05400		309,000	309,000	424,400	
MTA S. Garfield Transit Village Plan	0447- 05400	109,528				
Total Transportation Grants		179,676	1,046,000	1,046,000	904,400	
Fire Grants:						
Homeland Security 2011 SHSGP	0255- 05400	(355)				
Urban Area Security Initiative-2011	0259- 05400	38,607				
Urban Area Security Initiative-2013	0461- 05400					
ELAC Instructional Serv Program	0349- 05400	54,662	40,000	40,000	40,000	
Homeland Security 2013 SHSGP	0462- 05400		7,870	7,870		
Ground Emergency Medical Transport	0465- 05400	18,381	130,000	130,000	90,000	
Total Fire Grants		111,295	177,870	177,870	130,000	
Community Development Grants:						

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual	Estimated	Estimated	Estimated
		2013-2014	2014-2015	Actual	2015-2016
Sustainable Communities Planning	0440- 05400	12,552			
Total Community Development Grants		12,552	0	0	0
HUD Grants:					
CDBG	0169- 05400	676,615	599,398	599,398	599,398
HOME Fund	0152- 05400/	201,648	249,322	249,322	249,322
	03700/05451/52/53/54/55				
EDI Grant/Interest Income	0211- 03700	2,178	2,000	2,300	2,500
Total HUD Grants		880,441	850,720	851,020	851,220
Other Special Grants (Trust Funds):					
Maintenance Grant (0075)	0344- 05400	103,634	82,000	103,634	103,634
Gen Plan Review Trust	0352- 05400		37,741	37,741	39,000
Passport Trust Grant (0075)	0415- 05400	21,305			
Records Management Fee Trust (0075)	0442- 05400	27,408	61,755	61,755	
Video Serv Franchise Trust (0075)	0351- 05400		24,573	24,573	
Total Other Special Grants		152,347	206,069	227,703	142,634
Total Grant Funds		2,147,325	3,064,085	3,086,019	2,429,402
<i>Total Special Revenue Funds</i>		<i>15,890,196</i>	<i>17,981,029</i>	<i>17,914,123</i>	<i>18,202,225</i>
<u>Enterprise Funds</u>					
Sewer Fund - 0042					
Sewer Reconstruction Fee	01000	648			
Sewer Revenue	05200	286,900	274,000	700,000	900,000
Total Sewer Fund		287,548	274,000	700,000	900,000
Refuse Fund - 0043					
Refuse Charges	05300/05350	5,688,896	5,700,000	5,973,300	6,391,400
Waste Mgmt Surcharge	05360	339,540	380,000	356,500	381,500
Total Refuse Fund		6,028,436	6,080,000	6,329,800	6,772,900
Water Fund					

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual	Estimated	Estimated	Estimated
		2013-2014	2014-2015	Actual 2014-2015	Estimated 2015-2016
Water Operation Fund:					
Sales of Surplus Property	0092- 04000	4,840			
Water Sales	0092- 07510	7,613,463	7,825,000	8,184,500	9,207,600
Connection Fee	0092- 07550	169,783	100,000	169,800	169,800
Meter Installation	0092- 07520	273,120	200,000	250,000	220,000
Other Revenue	0092- 07530/7540	49,426	30,000	18,000	20,000
Total Water Operation Fund		8,110,631	8,155,000	8,622,300	9,617,400
Water Treatment Fund:					
Water Treatment Surcharge	0093- 07590	2,809,814	2,950,000	3,020,500	3,398,100
WQA EPA Settlement	0093- 07575	1,897,638	650,000	1,200,000	1,200,000
Other - Insurance Reimb.	0093- 07530	1,222	30,000		
Total Water Treatment Fund		4,708,673	3,630,000	4,220,500	4,598,100
Total Enterprise Funds		19,135,288	18,139,000	19,872,600	21,888,400
<u>Internal Services Funds</u>					
Auto Shop Fund - 0060					
Refunds & Rebates	08100/04000	2,953			
Vehicle Charges	08700	1,704,478	1,750,170	1,750,170	1,804,344
Total Shop Fund		1,707,431	1,750,170	1,750,170	1,804,344
Separation Benefits Fund - 0061					
Separation Charges	07900	1,269,697	1,269,697	1,269,697	1,275,798
General Liability Fund - 0062					
Insurance Charges	06020	875,000	1,130,000	1,130,000	1,200,000
Refunds & Rebates (Transfer)	08100	300,000	500,000	500,000	500,000
		1,175,000	1,630,000	1,630,000	1,700,000
Technology Fund - 0063					
Technology Charges	06020	138,643	151,658	151,658	171,673

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual	Estimated	Estimated	Estimated
		2013-2014	2014-2015	Actual	2015-2016
OPEB Internal Service Fund - 0064					
OPEB set-aside	06020	500,000	850,000	850,000	900,000
Workers' Compensation Fund - 0080					
Insurance Charges	07900	1,396,997	1,463,721	1,463,721	1,539,670
<i>Total Internal Services Funds</i>		<u>6,187,768</u>	<u>7,115,246</u>	<u>7,115,246</u>	<u>7,391,485</u>
<u>Successor Agency (SA) Funds</u>					
Atlantic/Garvey	0860-	1,711,040	2,079,170	1,794,470	1,753,332
Merged	0870-	371,809	965,940	963,878	887,232
Total Successor Agency (SA) Fund		<u>2,082,849</u>	<u>3,045,110</u>	<u>2,758,348</u>	<u>2,640,564</u>
Total City and SA - All Funds		<u>76,681,653</u>	<u>79,993,035</u>	<u>81,839,184</u>	<u>86,043,382</u>

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

DEPARTMENT	FISCAL YEAR 2014-2015			FISCAL YEAR 2015-2016			DESCRIPTION OF FY 2015-2016 CHANGE
	Adopted Budget	Amended	Estimated Expenditures 2014-2015	Amended Budget 2014-2015	Changes	Estimated Budget 2015-2016	
Expenditure :							
1100 General Govt.	55,061		55,061	55,061		55,061	
1201 City Manager	140,312		140,312	140,312		140,312	
1301 City Clerk	407,229		407,229	407,229	(100,000)	307,229	Non-Election Year
1400 Management Services	742,250		742,250	742,250		742,250	
1501 City Treasurer	17,175		17,175	17,175		17,175	
1601 City Attorney	250,000		250,000	250,000		250,000	
1700 Community & Economic Develop	1,360,734		1,360,734	1,360,734		1,360,734	
1800 Human Resources/Risk Mgmt	534,868		534,868	534,868		534,868	
3100 Police	12,926,345		12,926,345	12,926,345		12,926,345	
3200 Fire	8,742,288		8,742,288	8,742,288		8,742,288	
4200 Public Works	1,338,052		1,338,052	1,338,052		1,338,052	
5001/02 Capital / Equipment	1,972,302		1,972,302	1,972,302	(1,872,202)	100,100	6 Priority Capital Improvements - 14/15
5101/02 Liability / Post-Employment	2,228,000		2,228,000	2,228,000		2,228,000	
6000 Library	1,676,225		1,676,225	1,676,225		1,676,225	
6500 Recreation & Community Serv	3,212,552		3,212,552	3,212,552		3,212,552	
Personnel Budget Adjustment:							
- Increased personnel costs due to MOU adjustments for Fire, Fire Management, Police Mid-Management, Police Captain, & Police Units		500,000	500,000			720,000 ⁽¹⁾ 180,000 ⁽²⁾	MOU Adjustments - Citywide Merit Increase - Citywide
- CalPERS Health Plan Roll-Out (One-Time Expenditure)		45,000	45,000			100,000 45,000 230,000 3,000 30,000 62,000 900,000	Supplies and Maintenance, 2% Utilities, + 3% Contracted Services, + 3% Technology/Communications, + 5% Motor Pool Charges, 3% Workers' Compensation, + 5% Additional GF Supplement for Pension Costs
Total Expenditures	35,603,393	645,000	36,148,393	35,603,393	297,798	35,901,191	
Transfer - Capital Improv Reserve			(1,872,202)				
Transfer - Unassigned Reserve			(500,000)				
Total Net Expenditures	35,603,393	645,000	33,776,191	35,603,393	297,798	35,901,191	Increased over 2014-15 Est. Net Exp: +6.3%

Note:
⁽¹⁾ MOU adjustments for all bargaining units
⁽²⁾ Merit Increases per MOUs

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Five-Year Financial Forecast

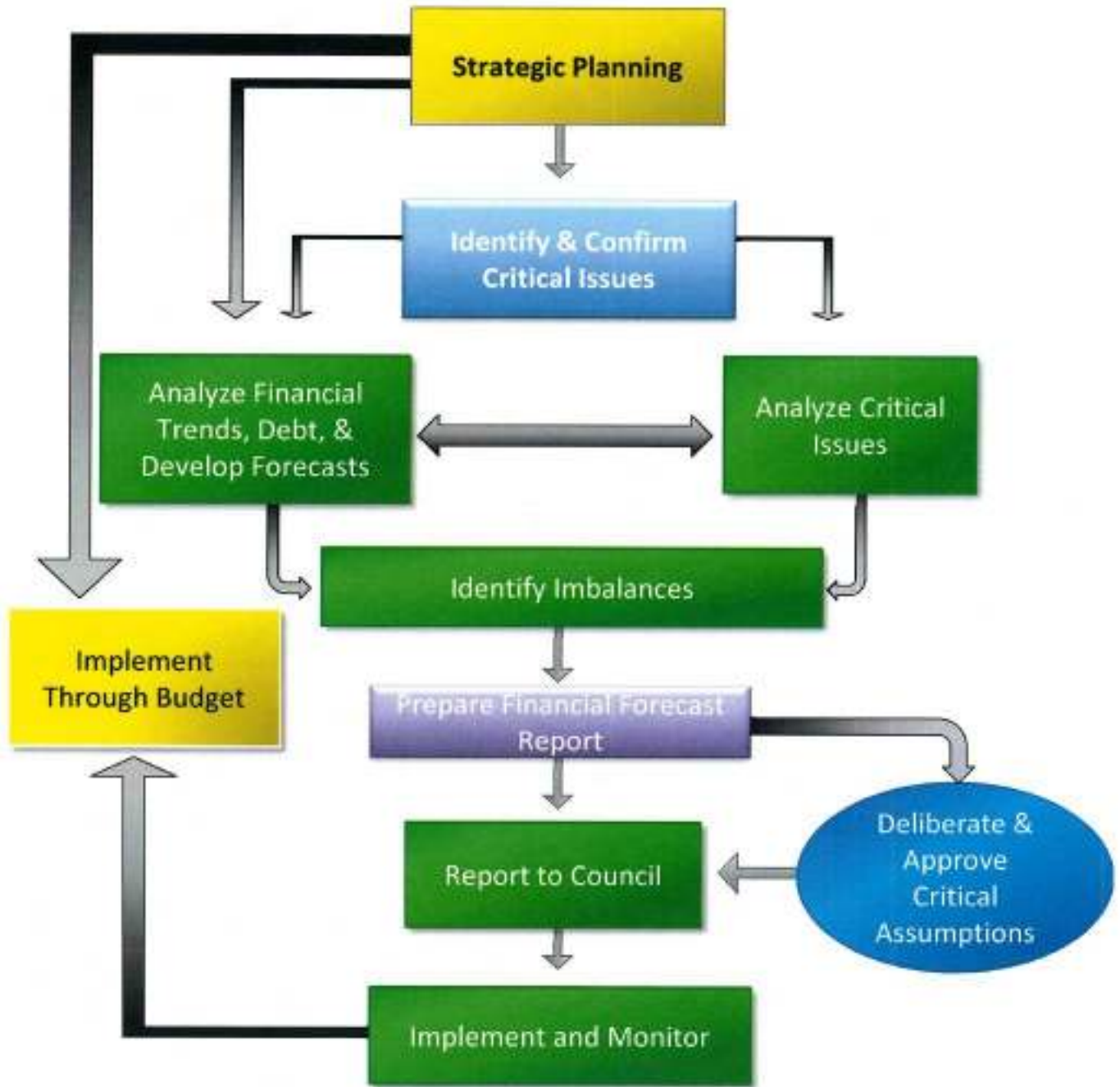
The Five-Year Financial Forecast provides transparent financial analysis of each fund for information such as:

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

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

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

City of Monterey Park Long-Term Financial Forecast Process



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

	Estimated	Long-Term Projection					Notes
	Actual 2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	
Beginning Fund Balance							
Unassigned	\$3,054,425	\$2,554,425	\$2,554,425	\$2,554,425	\$2,554,425	\$2,554,425	
Others	13,842,371	13,417,845	13,437,362	13,769,678	13,610,748	13,404,833	(17)
Revenues:							
Property Taxes	14,940,500	15,239,500	15,697,000	16,388,000	17,100,000	17,613,000	(1)
Sales Tax	5,065,000	5,217,000	5,374,000	5,535,000	5,701,000	5,872,000	(2)
Utility Tax	3,234,300	3,266,600	3,365,000	3,466,000	3,570,000	3,677,000	(3)
Vehicle In-lieu Tax	26,649						(4)
Other Taxes	2,297,500	2,436,900	2,486,000	2,536,000	2,587,000	2,639,000	(5)
Licenses & Permits	2,013,900	2,387,900	2,815,258	2,571,563	2,622,994	2,675,454	(6)
Charges for Services	4,288,450	4,708,200	4,802,000	5,100,000	5,100,000	5,100,000	(7)
Fines	656,000	680,000	694,000	708,000	722,000	736,000	(5)
Interest and Rental	802,218	862,208	879,000	897,000	915,000	933,000	(8)
Other Revenue	854,350	1,142,400	1,150,000	1,200,000	1,250,000	1,300,000	(9)
Reserve - Capital Improvement	1,872,202						
Reserve - Unassigned	500,000						
Total Revenues	36,551,069	36,920,708	37,262,258	38,401,563	39,567,994	40,545,454	
Expenditures:							
Salaries & Benefits	26,246,654	26,958,620	27,632,586	28,323,400	29,031,485	29,757,272	(10)
Maintenance & Operation	2,505,369	2,605,369	2,657,000	2,710,000	2,764,000	2,819,000	(11)
Contracted Services	1,272,702	1,457,702	1,486,856	1,516,593	1,546,925	1,577,864	(12)
Utilities	823,887	849,000	874,000	900,000	927,000	955,000	(13)
Vehicle Operating	999,827	1,050,000	1,103,000	1,158,000	1,216,000	1,277,000	(14)
Insurance	39,750	41,000	42,000	43,000	44,000	45,000	(15)
Small Capitals	73,700	159,500	159,500	159,500	159,500	159,500	
Capital Projects	67,602	80,000	80,000	180,000	200,000	200,000	
Retirement Fund - GF Supplements	1,300,000	2,200,000	2,295,000	2,870,000	3,185,000	3,300,000	(16)
OPEB - GF Contributions	200,000	200,000	200,000	200,000	200,000	200,000	
Economic Development Programs	246,700	300,000	400,000	500,000	500,000	500,000	(18)
Reserve - Capital Improvement	1,872,202						
Reserve - Unassigned	500,000						
Total Expenditures	36,148,393	35,901,191	36,929,942	38,560,493	39,773,910	40,790,636	
Ending Fund Balance	\$15,427,270	\$15,991,787	\$16,324,103	\$16,165,173	\$15,959,258	\$15,714,076	
Future Capital Projects:							(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. Starting 2017-18, amount includes projected property tax generated by the Olson project.
- (2) Future year sales tax assumes a 3.0% annual inflationary growth. Additional sales tax reflects revenues from Atlantic Times Square.
- (3) 3% growth.
- (4) The VLF revenue was diverted by the State to fund the law enforcement COPS grant.
- (5) 2% growth.
- (6) Estimated Construction permits \$100,000 per year adjusted by major developments.
- (7) Projected future plan check fees are included conservatively: FY 2014-15 for hotel projects, FY 2015-16 for Market Place.
- (8) 2% growth. Interest income increases based on projected market outlook.
- (9) Include the SB90 reimbursements from the State and various refunds.
- (10) Amounts reflect salaries restoration for SEIU, Mid-Management, and Confidential units, effective 4/2014.
- (11) 2% increase in maintenance, supplies, equipment, and other operating costs starting 2015-16.
- (12) Street sweeping costs are shared by Gas Tax and General Funds.
- (13) 3% increase in utilities, starting 2015-16.
- (14) 5% increase in vehicle operating and replacement starting 2015-16.
- (15) 2% increase in insurance costs, startup 2015-16.
- (16) General Fund retirement contributions for pension costs.
- (17) Fund balance is classified per GASB Statement 54 per 6/30/2014 CAFR. "Others" include Committed: Unemployment Claim \$340,000; Catastrophic Event \$2,000,000; Stabilization funds \$3,000,000; Economic Development \$1,833,519; and Assigned for Capital Improvement Projects \$6,668,852.
- (18) Economic development budget is required since the RDA was dissolved.
- (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**

	Estimated	Long-Term Projection					Notes
	Actual 2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	
Beginning Fund Balance	\$615,237	\$34,755	\$11,741	\$14,151	\$3,093	\$8,273	(9)
Revenues:							
Property Taxes	5,141,400	5,300,000	5,450,000	5,730,000	5,900,000	6,080,000	(1)
GF Supplement	1,300,000	2,200,000	2,295,000	2,870,000	3,185,000	3,300,000	(2)
Residual Distributions	200,000						(9)
Total Revenues	6,641,400	7,500,000	7,745,000	8,600,000	9,085,000	9,380,000	
Expenditures:							
PERS	4,894,655	5,200,000	5,400,000	6,290,000	6,650,000	6,950,000	(3)
Mass. Mutual	950,000	950,000	1,000,000	1,000,000	1,100,000	1,100,000	(4)
Actuarial Services	18,600	50,000	50,000	60,000	100,000	100,000	(5)
Pension Obligation Bonds	1,358,627	1,323,015	1,292,590	1,261,058	1,229,820	1,229,820	(6)
Total Expenditures	7,221,882	7,523,015	7,742,590	8,611,058	9,079,820	9,379,820	
Ending Fund Balance	\$34,755	\$11,741	14,151	3,093	8,273	8,453	
PERS RATES:							
	2014-15	2015-16	2016-17	2017-18	2018-19	2018-19	
<u>Misc Retirement Plan</u>							
Employee Rate (EE Pays 8%)	8.000%	8.000%	8.000%	8.000%	8.000%	8.000%	(7)
Employer Rate	22.516%	25.233%	27.400%	29.700%	32.200%	33.800%	(8)
<u>Safety Retirement Plan</u>							
Employee Rate (EE Pays 9%)	9.000%	9.000%	9.000%	9.000%	9.000%	9.000%	(7)
Employer Rate	28.476%	31.219%	34.600%	38.300%	42.700%	44.800%	(8)

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

- (1) 2% growth is for the projection. The retirement tax rate is \$0.091175 per \$100 of assessed valuation. This is the maximum rate per AB13.
- (2) General fund transfers to supplement pension costs.
- (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. New non-classic employees under the new pension reform laws (PEPRA): Miscellaneous 2%@62 and Safety 2%@57.
- (4) Contributions to the Mass Mutual Retirement Plan per the actuarial valuation report as of 7/1/2014. Mass Mutual Plan is the City's retirement plan prior to the participation to the PERS system.
- (5) Contracted actuarial services. Starting 2015-16, amount reflects an additional contract cost for GASB68 implementation.
- (6) Annual debt service payment for Pension Obligation Bonds.
- (7) Rates per PERS Actuarial Annual Report. Miscellaneous employees contribute an entire 8% and Safety employees pay 9%.
- (8) Projected pension employer and employee contribution rates per 6/30/2014 CalPERS Annual Valuation Report.
- (9) Beginning fund balance excluded the pension override transfer of \$7,842,427 (Catch-up portion for fiscal years 2007-08 through 2009-10).

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

	Estimated	Long-Term Projection					Notes
	Actual 2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	
Beginning Fund Balance	\$1,970,677	\$2,276,512	\$2,516,164	\$2,499,164	\$2,501,264	\$2,523,564	
Revenues:							
State Gas Tax	1,899,881	1,956,257	2,015,000	2,075,000	2,137,000	2,201,000	(1)
Bikeway (SB821)	49,795	49,795	51,000	53,000	55,000	57,000	(1)
Interest Income	3,000	3,000	2,500	2,000	2,000	2,000	
Total Revenues	1,952,676	2,009,052	2,068,500	2,130,000	2,194,000	2,260,000	
Expenditures:							
Salaries & Benefits	801,300	821,000	842,000	863,000	885,000	907,000	(2)
Maintenance & Operation	158,936	162,100	165,300	168,600	172,000	175,400	(3)
Street Cleaning (Gas Tax portion)	272,905	281,000	289,000	298,000	307,000	316,000	(4)
Utilities	12,000	12,400	12,800	13,200	13,600	14,000	(5)
Vehicle Operating	274,700	282,900	291,400	300,100	309,100	318,400	(6)
Small Capital	8,000	50,000	50,000	50,000	50,000	50,000	(7)
Capital Projects	100,000	160,000	435,000	435,000	435,000	435,000	(7)
Capital Projects - Carryover	19,000						
Total Expenditures	1,646,841	1,769,400	2,085,500	2,127,900	2,171,700	2,216,800	
Ending Fund Balance	\$2,276,512	\$2,516,164	\$2,499,164	\$2,501,264	\$2,523,564	\$2,567,764	
Future Capital Projects:			\$190,000	\$190,000	\$190,000	\$190,000	(7)

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

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

City of Monterey Park
 Five Year Financial Projection
 Park Facilities Fund

	Estimated	Long-Term Projection					Notes
	Actual 2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	
Beginning Fund Balance	\$67,397	\$60,256	\$70,056	\$304,156	\$534,156	\$534,156	
Revenues:							
Park Facilities Fees	180,000	300,000	600,000	500,000	300,000	300,000	(1)
General Fund Loan	105,000						(2)
Total Revenues	285,000	300,000	600,000	500,000	300,000	300,000	
Expenditures:							
Repay General Fund Loan		105,000					
Capital Projects	263,576	185,200	365,900	270,000	300,000	300,000	
Capital Projects - Carryover	28,565						
Total Expenditures	292,141	290,200	365,900	270,000	300,000	300,000	
Ending Fund Balance	\$60,256	\$70,056	\$304,156	\$534,156	\$534,156	\$534,156	
Future Capital Projects:							(3)

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

- (1) Park Facilities Fee is established at \$700 per single family dwelling for residential development, \$1 per square foot for commercial development, and \$150 per residential remodeling. Annual Park Facilities fees without major development are approximately \$50,000 to \$62,000. 2016-17 and 2017-18 reflect fees from Market Place projects.
- (2) General Fund loans to Park Facilities \$105,000 for various park improvements per 2014-15 Midyear Review.
- (3) Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.

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

	Estimated	Long-Term Projection					Notes
	Actual 2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	
Beginning Fund Balance	\$1,897,431	\$2,150,996	\$2,387,290	\$2,592,913	\$2,608,013	\$2,621,013	
Revenues:							
Proposition A	1,074,100	1,106,300	1,128,000	1,151,000	1,174,000	1,197,000	(1)
Proposition A Incentive	113,100	114,000	104,000	104,000	104,000	104,000	(2)
Fares	93,200	100,000	100,000	100,000	100,000	100,000	
Interest Income	6,800	7,000	7,000	6,800	6,500	6,500	
Sale of Surplus Property							
Total Revenues	1,287,200	1,327,300	1,339,000	1,361,800	1,384,500	1,407,500	
Expenditures:							
Salaries & Benefits	474,221	486,000	498,000	510,000	523,000	536,000	(3)
Maintenance & Operation	19,300	19,700	20,100	20,500	20,900	21,300	(4)
Bus Shelter Maintenance	33,105	38,000	39,000	40,000	41,000	42,000	(5)
Utilities	12,075	12,400	12,800	13,200	13,600	14,000	(6)
Allocated Costs / Insurance	105,000	108,000	111,000	114,000	117,000	121,000	(7)
MTA Bus Pass Subsidy	42,000	42,000	42,000	42,000	42,000	42,000	
Motor Pools Charges	208,000	214,000	220,000	227,000	234,000	241,000	(8)
Bus Replacement	82,934	113,906	133,477	300,000	300,000	500,000	(9)
Capital Projects	57,000	57,000	57,000	80,000	80,000	100,000	
Total Expenditures	1,033,635	1,091,006	1,133,377	1,346,700	1,371,500	1,617,300	
Ending Fund Balance	\$2,150,996	\$2,387,290	\$2,592,913	\$2,608,013	\$2,621,013	\$2,411,213	

Future Capital Projects:

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

- (1) 2% increase in Proposition A sales tax allocations.
- (2) Incentive grants from MTA for ridership information reporting.
- (3) 2.5% increase in salaries & benefits.
- (4) 2% increase in maintenance, supplies and other operating costs.
- (5) 3% increase for bus shelter maintenance.
- (6) 3% increase in utilities.
- (7) 3% increase in the administrative support and liability insurance provided by the City.
- (8) 3% increase in Motor Pools Charges.
- (9) Bus replacement for one Dial-A-Ride and one Spirit bus will be purchased in 2014-15 through a combined funding of the MTA Bus grant of \$309,000 and the City Prop A of \$82,934. In 2015-16, two Spirit buses are scheduled to be replaced through the MTA bus grant of \$424,400 and the City Prop A of \$113,906.

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

	Estimated	Long-Term Projection					Notes
	Actual 2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	
Beginning Fund Balance	\$1,236,943	\$1,089,605	\$1,119,005	\$1,004,005	\$989,205	\$845,805	
Revenues:							
Measure R	664,900	684,800	705,000	726,000	748,000	770,000	(1)
Interest Income	4,600	4,600	4,000	4,200	4,600	5,000	
Total Revenues	669,500	689,400	709,000	730,200	752,600	775,000	
Expenditures:							
Salaries & Benefits	54,290	56,000	57,000	58,000	59,000	60,000	(2)
Road Repair Supplies	50,000	190,000	190,000	190,000	190,000	190,000	
Slurry Seal of Various Streets	400,000	250,000	250,000	250,000	400,000	400,000	(3)
Sidewalk Reconstruction	72,000	72,000	72,000	72,000	72,000	72,000	
Capital Projects	240,548	92,000	255,000	175,000	175,000	305,000	
Total Expenditures	816,838	660,000	824,000	745,000	896,000	1,027,000	
Ending Fund Balance	\$1,089,605	\$1,119,005	\$1,004,005	\$989,205	\$845,805	\$593,805	
Future Capital Projects:							(4)

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

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

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

	Estimated	Long-Term Projection					Notes
	Actual 2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	
Beginning Fund Balance	\$781,716	\$769,418	\$575,918	\$431,418	\$328,418	\$224,918	
Revenues:							
Proposition C	892,900	900,000	918,000	936,000	955,000	974,000	(1)
Interest Income	3,200	3,500	2,500	2,000	1,500	1,200	
Total Revenues	896,100	903,500	920,500	938,000	956,500	975,200	
Expenditures:							
Maintenance & Operation	26,820	27,000	28,000	29,000	30,000	31,000	(2)
Transit Bus Contract (Prop C portion)	774,180	790,000	806,000	830,000	847,000	864,000	(3)
Road Repair Supplies	20,000	50,000	100,000	100,000	150,000	150,000	
Metrolink Station JPA	29,870	30,000	31,000	32,000	33,000	34,000	
Capital Projects - Carryover	57,528						(4)
Capital Projects		200,000	100,000	50,000		50,000	
Total Expenditures	908,398	1,097,000	1,065,000	1,041,000	1,060,000	1,129,000	
Ending Fund Balance	\$769,418	\$575,918	\$431,418	\$328,418	\$224,918	\$71,118	

Future Capital Projects:

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

- (1) 2% increase in Proposition C sales tax allocations.
- (2) 2% increase in maintenance, supplies and other operating costs.
- (3) 2% increase for Spirit Buses services.
- (4) Source: Preliminary Five-year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.

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

	Estimated	Long-Term Projection					Notes
	Actual 2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	
Beginning Fund Balance	\$ 559,713	\$ 583,826	\$ 413,926	\$ 174,726	\$ 30,926	\$ 32,926	
Revenues:							
Asset Forfeiture Revenue	453,407	215,000	300,000	350,000	350,000	350,000	(1)
Interest Income	2,100	2,100	1,800	1,200	1,000	1,000	
Total Revenues	455,507	217,100	301,800	351,200	351,000	351,000	
Expenditures:							
Salaries & Benefits	21,048	22,000	23,000	24,000	25,000	26,000	(2)
Maintenance & Operation	161,640	165,000	168,000	171,000	174,000	177,000	(3)
Police Vehicle Replacement	131,000	100,000	100,000	100,000	100,000	100,000	
Debt Service	42,706	50,000	50,000	50,000	50,000	50,000	(4)
Capital Projects		50,000	200,000	150,000			(5)
Capital Projects - Carryover	75,000						
Total Expenditures	431,394	387,000	541,000	495,000	349,000	353,000	
Ending Fund Balance	\$583,826	\$413,926	\$174,726	\$30,926	\$32,926	\$30,926	
Future Capital Projects:				\$150,000	\$700,000	\$200,000	(5)

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

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

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

	Estimated	Long-Term Projection					Notes
	Actual 2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	
Beginning Fund Balance	\$204,492	\$127,346	\$50,446	\$13,846	\$246	\$646	
Revenues:							
Business Improvement Fees	62,200	62,200	63,000	64,000	65,000	66,000	(1)
Interest Income	900	900	400	400	400	400	
Total Revenues	63,100	63,100	63,400	64,400	65,400	66,400	
Expenditures:							
Professional Services	140,246	140,000	100,000	78,000	65,000	67,000	(2)
Total Expenditures	140,246	140,000	100,000	78,000	65,000	67,000	
Ending Fund Balance	\$127,346	\$50,446	\$13,846	\$246	\$646	\$46	

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

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

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

	Estimated	Long-Term Projection					Notes
	Actual 2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	
Beginning Fund Balance	\$214,857	\$257,243	\$169,629	\$213,515	\$134,451	\$175,137	
Revenues:							
Air Quality Allocation	75,000	77,000	77,000	77,000	77,000	77,000	
Interest Income	650	750	350	500	350	250	
Total Revenues	75,650	77,750	77,350	77,500	77,350	77,250	
Expenditures:							
Ridesharing Programs	25,000	25,000	25,000	28,000	28,000	28,000	
Maintenance & Operation	3,500	3,600	3,700	3,800	3,900	4,000	(1)
Motor Vehicles-Passenger		120,000		120,000		120,000	
Capital Projects	4,764	16,764	4,764	4,764	4,764		
Total Expenditures	33,264	165,364	33,464	156,564	36,664	152,000	
Ending Fund Balance	\$257,243	\$169,629	\$213,515	\$134,451	\$175,137	\$100,387	

Future Capital Projects:

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

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

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

	Estimated	Long-Term Projection					Notes
	Actual 2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	
Beginning Fund Balance	\$180,835	\$83,497	\$0	\$0	\$0	\$0	
Revenues:							
Special Assessment	987,000	989,000	1,000,000	1,100,000	1,100,000	1,100,000	(1)
Total Revenues	987,000	989,000	1,000,000	1,100,000	1,100,000	1,100,000	
Expenditures:							
Salaries & Benefits	332,764	341,100	349,600	358,300	367,300	376,500	(2)
Maintenance & Operation	16,173	16,500	16,800	17,100	17,400	17,700	(3)
Contracted Services	75,000	77,000	79,000	81,000	83,000	85,000	(4)
Vehicle Operating	58,401	61,000	64,000	67,000	70,000	74,000	(5)
Utilities	570,000	548,897	461,600	546,600	531,300	515,800	(6)
Capital Projects	32,000	28,000	29,000	30,000	31,000	31,000	(7)
Total Expenditures	1,084,338	1,072,497	1,000,000	1,100,000	1,100,000	1,100,000	
Ending Fund Balance	\$83,497	\$0	\$0	\$0	\$0	\$0	
Future Capital Projects:							(7)

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

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

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

	Estimated	Long-Term Projection				Notes
	Actual	2015-16	2016-17	2017-18	2018-19	
	2014-15					
Beginning Fund Balance	\$176,263	\$102,688	\$19,711	\$0		
Revenues:						
Library Parcel Tax	504,500	504,500	504,600	504,600		(1)
Interest Income	300	350				
Total Revenues	504,800	504,850	504,600	504,600		
Expenditures:						
Salaries & Benefits	82,102	84,155	86,258	88,415		(2)
Maintenance & Operation	88,702	120,476	54,858	32,989		(3)
Debt Service	383,196	383,196	383,196	383,196		(4)
Capital Purchases	24,375					(5)
Total Expenditures	578,375	587,827	524,312	504,600		
Ending Fund Balance	\$102,688	\$19,711	\$0	\$0		
Future Capital Projects:						(5)

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

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

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

	Estimated	Long-Term Projection					Notes
	Actual 2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	
Beginning Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	
Revenues:							
Safety Augmentation	650,000	650,000	663,000	676,000	690,000	704,000	(1)
Total Revenues	650,000	650,000	663,000	676,000	690,000	704,000	
Expenditures:							
Salaries & Benefits	650,000	650,000	663,000	676,000	690,000	704,000	(2)
Total Expenditures	650,000	650,000	663,000	676,000	690,000	704,000	
Ending Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	

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

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

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

	Estimated	Long-Term Projection					Notes
	Actual 2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	
Beginning Fund Balance	\$183,634	\$196,695	\$223,695	\$1,795	\$177,995	\$451,195	
Revenues:							
Public Safety Impact Fees	270,000	450,000	800,000	600,000	400,000	400,000	(1)
General Fund Loan	501,000						(5)
Interest Income							
Total Revenues	771,000	450,000	800,000	600,000	400,000	400,000	
Expenditures:							
Salaries & Benefits	98,340	103,300	105,900	108,500	111,200	114,000	(2)
Maintenance & Operation	6,440	10,400	10,600	10,800	11,000	11,200	(3)
Contracted Services	4,165	4,300	4,400	4,500	4,600	4,700	(4)
Training	450						
2000 S. Isabella Property	501,000						(5)
Capital Purchases	104,900	105,000	600,000	300,000			(6)
Capital Projects - Carryover	42,644						
Payback General Fund Loan		200,000	301,000				(5)
Total Expenditures	757,939	423,000	1,021,900	423,800	126,800	129,900	
Ending Fund Balance	\$196,695	\$223,695	\$1,795	\$177,995	\$451,195	\$721,295	
Future Capital Projects:			\$365,000				(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. Fees for 2015-16 include projected hotel projects and 2016-17 through 2017-18 projected Market Place.
- (2) 2.5% increase in salaries & benefits.
- (3) 2% increase in maintenance, supplies and other operating costs.
- (4) 3% increase in contracted services.
- (5) General Fund loaned \$501,000 to PSIF for the purchase of 2000 S. Isabella property for Fire Station 62 in November 2014.
- (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**

	Estimated	Long-Term Projection					Notes
	Actual 2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	
Beginning Fund Balance	\$813,577	\$690,077	\$567,077	\$448,377	\$332,877	\$166,977	
Revenues:							
Environmental Liability Fees	124,000	124,000	130,000	133,000	133,000	133,000	(1)
Interest Income	2,500	3,000	1,300	1,300	1,300	1,300	
Total Revenues	126,500	127,000	131,300	134,300	134,300	134,300	
Expenditures:							
Contribution to General Liability Fund	250,000	250,000	250,000	250,000	300,000	300,000	(2)
Total Expenditures	250,000	250,000	250,000	250,000	300,000	300,000	
Ending Fund Balance	\$690,077	\$567,077	\$448,377	\$332,877	\$166,977	\$1,277	(3)

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

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

City of Monterey Park
Five Year Financial Projection
Housing Fund

	Estimated	Long-Term Projection					Notes
	Actual 2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	
Beginning Fund Balance	\$2,674,005	\$2,575,676	\$2,396,447	\$2,210,718	\$2,018,389	\$1,819,260	
Revenues:							
SERAF Repayment	68,671	68,671	68,671	68,671	68,671	68,671	(1)
Total Revenues	68,671	68,671	68,671	68,671	68,671	68,671	
Expenditures:							
Payment to the State	96,000	97,900	99,900	101,900	103,900	106,000	(2)
Maintenance & Operation	71,000	150,000	154,500	159,100	163,900	168,800	(3)
Contract Services							
Total Expenditures	167,000	247,900	254,400	261,000	267,800	274,800	
Ending Fund Balance	\$2,575,676	\$2,396,447	\$2,210,718	\$2,018,389	\$1,819,260	\$1,613,131	(4)

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

- (1) SERAF and Housing Deferral loan repayments from the Successor Agency, starting ROPS 14-15A.
- (2) 2% increase for operation & maintenance expenditures for housing activities.
- (3) 3% increase for Contract Services, such as housing contractions and legal costs.
- (4) Fund balances reserved for the City housing programs.

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

	Estimated	Long-Term Projection					Notes
	Actual 2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	
Beginning Unrestricted - Net Position	\$24,248,348	\$18,505,576	\$14,428,211	\$6,604,571	\$4,418,538	\$4,825,701	
Revenues:							
Water Sales	8,184,500	9,207,600	10,375,950	12,451,000	14,941,000	14,941,000	(1)
Connection Fees	189,800	169,800	175,000	180,000	185,000	191,000	
Meter Installation	250,000	220,000	227,000	234,000	241,000	248,000	
Other Revenue - Insurance Reimb.	18,000	20,000	30,100	30,100	30,100	30,100	
Treatment Surcharge	3,020,500	3,398,100	3,738,000	4,112,000	4,523,000	4,975,000	(2)
Potential Responsible Parties Reimb.	1,200,000	1,200,000	1,200,000	600,000	600,000	600,000	
Citywide Water Meters - Financing	9,106,719						
Total Revenues	21,949,519	14,215,500	15,746,050	17,607,100	20,520,100	20,985,100	
Expenditures:							
Water Administration	4,589,398	4,850,000	4,996,000	5,146,000	5,300,000	5,459,000	(3)
Water Commercial	612,235	700,000	720,000	741,000	762,000	784,000	(4)
Water Production	1,339,382	1,500,000	1,545,000	1,591,400	1,639,100	1,688,300	(5)
Water Distribution	1,240,858	1,350,000	1,391,000	1,433,000	1,476,000	1,520,000	(6)
Well #5 VOC	638,041	468,000	491,000	616,000	642,000	569,000	(7)
Well #12 VOC	780,327	819,000	860,000	903,000	948,000	995,000	(8)
Delta Perchlorate	234,408	246,000	258,000	271,000	285,000	299,000	(9)
Wells #1,3,10 VOC	608,503	500,000	525,000	551,000	579,000	608,000	(10)
Well #12 Dual Barrier	324,724	301,000	316,000	332,000	349,000	366,000	(11)
Well #15	174,212	183,000	192,000	202,000	212,000	223,000	(12)
Well #5 Perchlorate	81,597	140,000	140,000	140,000	140,000	140,000	
Debt Service - Reservoirs and Water Ma	300,162	299,429	298,675	297,898	297,106	296,270	(13)
Debt Service - Wells 5,6,1,3,10, 7 12	370,000	370,000	370,000	370,000	370,000	370,000	(14)
Debt Service - Siemens		476,736	523,515	561,935	603,731	649,170	(14)
Water Assessment Charges	100,000	120,000	140,000	160,000	180,000	180,000	
Capital Projects - Water Main	2,000,000	278,700	5,573,500	266,900	1,000,000	1,000,000	(15)
Capital Projects - Other	1,606,367	4,341,000	3,750,000	4,680,000	3,650,000	1,750,000	
OPEB Set Aside	400,000	450,000	480,000	530,000	580,000	630,000	
Capital Projects - Carryover	2,535,358						
Transfer to GF for Street Repairs	650,000	900,000	1,000,000	1,100,000	1,200,000	1,300,000	(15)
Citywide Water Meters - Financing	9,106,719						
Total Expenditures	27,692,291	18,292,865	23,569,690	19,793,133	20,112,937	18,826,740	
Ending Unrestricted - Net Position	\$18,505,576	\$14,428,211	\$6,604,571	\$4,418,538	\$4,825,701	\$6,984,061	

Future Capital Projects:

(16)

City of Monterey Park
Five Year Financial Projection
Water Utility Fund
Notes

- (1) 3% increase per consumer price index, plus 1% for capital improvements, per Resolution. However, since 2010, the City has not increased its water rates over 4 years. Starting 2015-16, amounts reflect projected water rate increases.
- (2) Water treatment surcharge on total water service fees.
- (3) 3% increase in Water Administration operation costs.
- (4) 3% increase in Water Commercial operation costs.
- (5) 3% increase in Water Production operation costs.
- (6) 3% increase in Water Distribution operation costs.
- (7) 5% increase in Well #5 VOC operation costs.
- (8) 5% increase in Well #12 VOC operation costs.
- (9) 5% increase in Delta Perchlorate operation costs.
- (10) 5% increase in Wells #1, 3, 10 VOC operation costs.
- (11) 5% increase in Well #12 Dual Barrier operation costs.
- (12) 5% increase in Well #15 operation costs.
- (13) 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.
- (14) Debt service payment.
- (15) Cost charges to repair streets due to water main projects.
- (16) 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
Sewer Fund**

	Estimated Actual	Long-Term Projection					Notes
	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	
Beginning Unrestricted Net Assets	\$941,127	\$1,057,986	\$135,986	\$190,886	\$259,186	\$316,386	
Revenues:							
Sewer Fees	700,000	900,000	1,080,000	1,296,000	1,555,000	1,866,000	(1)
Sewer Reconstruction Fee							
Total Revenues	700,000	900,000	1,080,000	1,296,000	1,555,000	1,866,000	
Expenditures:							
Salaries & Benefits	281,441	390,000	400,000	410,000	420,000	431,000	(2)
Maintenance & Operation	27,000	27,500	28,100	28,700	29,300	29,900	(3)
Contracted Services	65,000	67,000	69,000	71,000	73,000	75,000	(4)
OPEB Set Aside	50,000	60,000	70,000	80,000	90,000	100,000	
Small Capital	5,000	7,500	8,000	8,000	8,500	8,500	(6)
Capital Projects		1,270,000	450,000	630,000	877,000	1,150,000	(6)
Capital Projects - Carryover	154,700						
Total Expenditures	583,141	1,822,000	1,025,100	1,227,700	1,497,800	1,794,400	
Ending Unrestricted Net Assets	\$1,057,986	\$135,986	\$190,886	\$259,186	\$316,386	\$387,986	(5)
Future Capital Projects:		\$567,600	\$1,908,300	\$1,470,800	\$1,796,700	\$1,038,900	(6)

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

- (1) 3% growth in sewer service fees (\$0.06 per 100 cubic feet of water consumption adjusted annually per CPI). Starting 2015-16, amounts reflect projected water rate increases.
- (2) 2.5% increase in salaries & benefits. Additional 2 positions are funded for sewer rehabilitation projects.
- (3) 2% increase in maintenance, supplies and other operating costs, including shared allocation for General Liability Claims.
- (4) 3% increase in contracted services.
- (5) Fund balance earmarked for sewer operations and capital improvements per the City's Sewer Master Plan.
- (6) Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.

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

	Estimated	Long-Term Projection					Notes
	Actual 2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	
Beginning Unrestricted Net Assets	\$1,778,519	\$1,149,789	\$660,789	\$341,989	\$158,289	\$172,689	
Revenues:							
Refuse Fees	5,973,300	6,391,400	6,711,000	7,047,000	7,399,000	7,769,000	(1)
Waste Management Fees	356,500	381,500	393,000	405,000	417,000	430,000	
Total Revenues	6,329,800	6,772,900	7,104,000	7,452,000	7,816,000	8,199,000	
Expenditures:							
Salaries & Benefits	920,320	980,000	1,005,000	1,030,000	1,056,000	1,082,000	(2)
Maintenance & Operation	180,274	180,000	184,000	188,000	192,000	196,000	(3)
Waste Reduction-AB 939	1,000	1,000	1,000	1,000	1,000	1,000	(4)
Refuse Pick-Up Contract	5,000,000	5,150,000	5,253,000	5,358,000	5,465,000	5,574,000	(4)
Other Contracted Services	113,588	117,000	121,000	125,000	129,000	133,000	(5)
Utilities	22,000	22,700	23,400	24,100	24,800	25,500	(6)
Allocated Costs	350,000	361,000	372,000	383,000	394,000	406,000	(7)
Vehicle Operating	3,088	3,200	3,400	3,600	3,800	4,000	(8)
NPDES	104,000	107,000	110,000	113,000	116,000	119,000	(9)
Capital Projects		50,000					(10)
Small Capital	17,600	40,000	50,000	60,000	70,000	80,000	(10)
Capital Projects - Carryover	46,760						
OPEB Set Aside	200,000	250,000	300,000	350,000	350,000	350,000	
Total Expenditures	6,968,530	7,261,900	7,422,800	7,635,700	7,801,600	7,970,500	
Ending Unrestricted Net Assets	\$1,149,789	\$660,789	\$341,989	\$158,289	\$172,689	\$401,189	
Future Capital Projects:							(10)

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

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

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

	Estimated	Long-Term Projection					Notes
	Actual 2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	
Beginning Unrestricted Net Assets	\$1,506,958	\$1,460,905	\$1,386,849	\$1,548,649	\$1,748,149	\$1,996,824	
Revenues:							
Interfund Charges	1,750,170	1,804,344	2,100,000	2,200,000	2,300,000	2,300,000	
Total Revenues	1,750,170	1,804,344	2,100,000	2,200,000	2,300,000	2,300,000	
Expenditures:							
Salaries & Benefits	417,733	450,000	461,000	473,000	473,000	473,000	(1)
Maintenance & Operation	336,079	343,000	350,000	357,000	364,000	371,000	(2)
Contracted Services	71,000	73,000	75,000	77,000	79,000	81,000	(3)
Utilities	24,684	25,400	26,200	27,000	27,800	28,600	(4)
Insurance	208,000	212,000	216,000	220,000	224,000	228,000	(5)
Fuel	500,000	515,000	530,000	546,000	562,000	579,000	(6)
Vehicle/Equipment Replacement	50,628	200,000	210,000	220,500	231,525	243,101	(7)
Small Capitals	20,000	80,000	70,000	80,000	90,000	100,000	
Capital Projects - Carryover	168,099						
Total Expenditures	1,796,223	1,878,400	1,938,200	2,000,500	2,051,325	2,103,701	
Ending Unrestricted Net Assets	\$1,460,905	\$1,386,849	\$1,548,649	\$1,748,149	\$1,996,824	\$2,193,123	
Future Capital Projects							(8)
Capital Assets, net of Accumulated Depreciation	\$1,032,249	\$1,063,200	\$1,095,100	\$1,128,000	\$1,161,800	\$1,196,700	(9)

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

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

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

	Estimated	Long-Term Projection					Notes
	Actual 2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	
Beginning Unrestricted Net Assets	\$3,575,738	\$3,425,435	\$3,267,233	\$3,098,233	\$2,918,233	\$3,226,233	
Revenues:							
Interfund Charges	1,269,697	1,275,798	1,289,000	1,302,000	1,315,000	1,328,000	
Total Revenues	1,269,697	1,275,798	1,289,000	1,302,000	1,315,000	1,328,000	
Expenditures:							
Separation/Retirement	400,000	400,000	410,000	420,000	431,000	442,000	(1)
Fire Holiday Payout	220,000	226,000	232,000	238,000	244,000	250,000	
Leave Cashout	300,000	308,000	316,000	324,000	332,000	340,000	
Transfer to General Liability	500,000	500,000	500,000	500,000			
Total Expenditures	1,420,000	1,434,000	1,458,000	1,482,000	1,007,000	1,032,000	
Ending Unrestricted Net Assets	\$3,425,435	\$3,267,233	\$3,098,233	\$2,918,233	\$3,226,233	\$3,522,233	
Outstanding Accrued Leave Liabilities Per 6/30/2014 CAFR	\$4,754,039	\$4,854,640	\$4,976,000	\$5,100,000	\$5,228,000	\$5,359,000	(2)

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

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

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

	Estimated	Long-Term Projection				Notes	
	Actual 2014-15	2015-16	2016-17	2017-18	2018-19		2019-20
Beginning Unrestricted Net Assets	\$30,170	(\$125,052)	(\$265,052)	(\$160,052)	\$187,948	\$77,948	
Revenues:							
Interfund Charges	1,130,000	1,200,000	1,500,000	1,800,000	1,900,000	2,100,000	(1)
Transfer from Separation Benefits	500,000	500,000	500,000	500,000			
Total Revenues	1,630,000	1,700,000	2,000,000	2,300,000	1,900,000	2,100,000	
Expenditures:							
Salaries & Benefits	54,311	56,000	57,000	58,000	59,000	60,000	(2)
Claims Administration	50,000	52,000	54,000	56,000	58,000	60,000	(3)
Insurance Premium	670,911	691,000	712,000	733,000	755,000	778,000	(3)
Legal Fees	460,000	474,000	488,000	503,000	518,000	534,000	(4)
Claims Expenses	550,000	567,000	584,000	602,000	620,000	639,000	(4)
Total Expenditures	1,785,222	1,840,000	1,895,000	1,952,000	2,010,000	2,071,000	
Ending Unrestricted Net Assets	(\$125,052)	(\$265,052)	(\$160,052)	\$187,948	\$77,948	\$106,948	(5)
Future Capital Projects		\$120,000					(6)
Outstanding Liabilities : (Per CAFR)							
Non-Current Claims	\$1,015,278	\$1,046,000	\$1,077,000	\$1,109,000	\$1,142,000	\$1,176,000	(7)
Estimated Potential Major Claims	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	
Total Claims Liabilities	\$ 2,515,278	\$ 2,546,000	\$ 2,577,000	\$ 2,609,000	\$ 2,642,000	\$ 2,676,000	

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

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

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

	Estimated	Long-Term Projection				Notes	
	Actual 2014-15	2015-16	2016-17	2017-18	2018-19		2019-20
Beginning Unrestricted Net Assets	(\$3,612,343)	(\$3,627,171)	(\$3,628,751)	(\$3,540,669)	(\$3,351,582)	(\$3,047,036)	
Revenues:							
Interfund Charges	1,463,721	1,539,670	1,694,000	1,863,000	2,049,000	2,254,000	(1)
Refunds & Rebates							
From General Liability Fund - Transfer							
Total Revenues	1,463,721	1,539,670	1,694,000	1,863,000	2,049,000	2,254,000	
Expenditures:							
Salaries & Benefits	23,933	24,500	25,100	25,700	26,300	27,000	(2)
Claims Administration	80,000	82,400	84,900	87,400	90,000	92,700	(3)
Legal Fees	184,000	190,000	196,000	202,000	208,000	214,000	(4)
Insurance Premium	303,616	313,000	322,000	332,000	342,000	352,000	(5)
Claims Expenses	887,000	931,350	977,918	1,026,813	1,078,154	1,132,062	(6)
Total Expenditures	1,478,549	1,541,250	1,605,918	1,673,913	1,744,454	1,817,762	
Ending Unrestricted Net Assets	(\$3,627,171)	(\$3,628,751)	(\$3,540,669)	(\$3,351,582)	(\$3,047,036)	(\$2,610,798)	(7)
Outstanding Liabilities: (Per CAFR)							
Non-Current Claims	\$3,979,322	\$4,099,000	\$4,222,000	\$4,349,000	\$4,479,000	\$4,613,000	(8)
Estimated Potential Major Claims	500,000	500,000	500,000	500,000	500,000	500,000	
Total Claims Liabilities	\$ 4,479,322	\$ 4,599,000	\$ 4,722,000	\$ 4,849,000	\$ 4,979,000	\$ 5,113,000	

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

- (1) 10% increase is scheduled beginning 2016-17.
- (2) 2.5% increase in salaries & benefits.
- (3) 3% increase in claim administration services.
- (4) 3% increase in legal fees.
- (5) 3% increase in insurance premiums.
- (6) 5% increase in claims expenses.
- (7) Reserved for outstanding liabilities.
- (8) 3% increase in outstanding claims liabilities (including incurred but not reported claims). Liabilities reflected in CAFR.

City of Monterey Park
Five Year Financial Projection
Technology Fund

	Estimated	Long-Term Projection					Notes
	Actual 2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	
Beginning Unrestricted Net Assets	\$973,831	\$985,405	\$1,007,078	\$987,078	\$816,078	\$714,528	
Revenues:							
Interfund Charges	151,658	171,673	180,000	189,000	198,450	208,373	(1)
Total Revenues	151,658	171,673	180,000	189,000	198,450	208,373	
Expenditures:							
Capital Projects	75,000	150,000	200,000	360,000	300,000	300,000	(3)
Capital Projects - Carryover	65,084						
Total Expenditures	140,084	150,000	200,000	360,000	300,000	300,000	
Ending Unrestricted Net Assets	\$985,405	\$1,007,078	\$987,078	\$816,078	\$714,528	\$622,901	(2)
Future Capital Projects							(3)
Capital Assets, net of Accumulated Depreciation	\$103,291	\$113,620	\$124,982	\$137,480	\$151,228	\$166,351	

City of Monterey Park
Five Year Financial Projection
Technology Fund
Notes

- (1) 5% increase is scheduled beginning 2016-17.
- (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.

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

	Estimated	Long-Term Projection					Notes
	Actual 2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	
Beginning Unrestricted Net Assets	\$0	\$0	\$0	\$0	\$0	\$0	
Revenues:							
OPEB Set-Aside	850,000	900,000	950,000	1,000,000	1,050,000	1,050,000	(1)
Total Revenues	850,000	900,000	950,000	1,000,000	1,050,000	1,050,000	
Expenditures:							
Transfer to CERBT Trust	850,000	900,000	950,000	1,000,000	1,050,000	1,050,000	(2)
Total Expenditures	850,000	900,000	950,000	1,000,000	1,050,000	1,050,000	
Ending Unrestricted Net Assets	\$0	\$0	\$0	\$0	\$0	\$0	

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

- (1) Annual OPEB set-aside for retiree medical costs.
- (2) Transfer budget approved set-aside funds to the California Employers' Retiree Benefit Trust Program (CERBT) to prefund retiree medical benefits.

CITY OF MONTEREY PARK
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2014-2015 TO 2019-2020

PROJECT DESCRIPTION	FUNDING SOURCE	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	PROJECT TOTAL
GENERAL ADMINISTRATION								
Citywide Geographic Information System (GIS) IT Infrastructure/Applications:								
Water	Water Operation		30,000					30,000
Public Safety System	Public Safety Impact Fee		300,000					300,000
Business Licensing Software	Technology	25,000						25,000
Public Works/Maintenance	General		60,000					60,000
Emergency Generator Placement	General	110,802						110,802
City IT System Replacement/Upgrade Network Equipment Replacement / Upgrade								
	Technology	60,000	60,000	60,000	60,000	70,000	70,000	360,000
	Technology	34,084						34,084
Upgrade Workstations to Microsoft Office	Technology		300,000					300,000
IT Emergency / Master Plan	Technology	6,000		12,000				18,000
GIS Needs Assessment	Technology	25,000						25,000
6 Priority Capital Improvements								
Service Club House Renovations	GF CIP Reserve	250,000						250,000
Barnes Pool Rehabilitations	GF CIP Reserve	250,000						250,000
Langley Center Enhancements	GF CIP Reserve	100,000						100,000
City Hall Renovations	GF CIP Reserve	350,000						350,000
Mobile Vision Flashback System	GF CIP Reserve	280,202						280,202
Triple Combination Fire Engine	GF CIP Reserve	600,000						600,000
Citywide Water Meters (Siemens Projects)	Siemens Financing	9,106,719						9,106,719
City Facility Lights (Siemens Projects)	Siemens Financing	1,375,182						1,375,182
TOTAL GENERAL ADMINISTRATION		12,562,989	50,000	72,000	750,000	70,000	70,000	13,574,989

CITY OF MONTEREY PARK
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2014-2015 TO 2019-2020

PROJECT DESCRIPTION	FUNDING SOURCE	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	PROJECT TOTAL
FUNDING RECAP :								
General		110,802	0	0	60,000	0	0	170,802
GF CIP Reserve		1,830,202	0	0	0	0	0	1,830,202
Public Safety Impact Fee		0	0	0	300,000	0	0	300,000
Technology		140,084	50,000	72,000	360,000	70,000	70,000	762,084
Siemens Financing		10,481,901	0	0	0	0	0	10,481,901
Water Operation		0	0	0	30,000	0	0	30,000
TOTAL GENERAL ADMINISTRATION		12,562,989	50,000	72,000	750,000	70,000	70,000	13,574,989

CITY OF MONTEREY PARK
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2014-2015 TO 2019-2020

PROJECT DESCRIPTION	FUNDING SOURCE	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	PROJECT TOTAL
FIRE DEPARTMENT								
Station 61 - Paint Interior Walls and Trim (Lobby)	Public Safety Impact Fee		25,000					25,000
Station 61 - Shower Remodel	General		45,000					45,000
Station 61 - Dorm/Bathroom Major Remodel	Public Safety Impact Fee			465,000				465,000
Station 61 - Apparatus Bay Extension	Public Safety Impact Fee			500,000				500,000
Station 61 - Fire Ladder Truck	Fire Financing			1,250,000				1,250,000
Station 61 - Rescue Ambulance Replacement	Fire Financing			250,000				250,000
Station 61 - Replace Asphalt Parking Lot	General		125,000					125,000
Station 61 - Parking Lot Replacement	Measure R	50,000						50,000
Station 62 - Roof Replacement	Public Safety Impact Fee	15,562						15,562
Station 62 - Rescue Ambulance Replacement	Shop				236,250			236,250
Station 63 - Roof Replacement	Public Safety Impact Fee	20,024						20,024
Station 63 - Retaining Wall	Public Safety Impact Fee		80,000					80,000
Station 63 - Fire Engine Replacement	Shop				664,125			664,125
New Fire Station 62	Fire Financing			4,000,000				4,000,000
New Fire Station 62 - Design	General	30,000						30,000
Zoll Cardiac Defibrillator	General	42,000						42,000
TOTAL FIRE DEPARTMENT		157,586	275,000	6,465,000	900,375	0	0	7,797,961

CITY OF MONTEREY PARK
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2014-2015 TO 2019-2020

PROJECT DESCRIPTION	FUNDING SOURCE	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	PROJECT TOTAL
FUNDING RECAP :								
Fire Financing		0	0	5,500,000	0	0	0	5,500,000
General		72,000	170,000	0	0	0	0	242,000
Measure R		50,000	0	0	0	0	0	50,000
Public Safety Impact Fee		35,586	105,000	965,000	0	0	0	1,105,586
Shop		0	0	0	900,375	0	0	900,375
TOTAL FIRE DEPARTMENT		157,586	275,000	6,465,000	900,375	0	0	7,797,961

CITY OF MONTEREY PARK
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2014-2015 TO 2019-2020

PROJECT DESCRIPTION	FUNDING SOURCE	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	PROJECT TOTAL
POLICE DEPARTMENT								
Mobile Command Post and Communications Center	Asset Forfeiture		200,000				200,000	400,000
Mobile Data Computers	Asset Forfeiture		200,000					200,000
Evidence Room Storage System	Asset Forfeiture	75,000						75,000
Radio Transmitter Tower Modification	Asset Forfeiture		100,000					100,000
Two Factor Authentication Solution	Asset Forfeiture		25,000					25,000
UPS batteries and (1) year service contract for CAD/RMS System	Asset Forfeiture		25,000					25,000
Interagency Communication Interoperability System (ICIS)	Asset Forfeiture					700,000		700,000
TOTAL POLICE		75,000	50,000	200,000	300,000	700,000	200,000	1,525,000
FUNDING RECAP :								
Asset Forfeiture		75,000	50,000	200,000	300,000	700,000	200,000	1,525,000
TOTAL POLICE		75,000	50,000	200,000	300,000	700,000	200,000	1,525,000

CITY OF MONTEREY PARK
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2014-2015 TO 2019-2020

PROJECT DESCRIPTION	FUNDING SOURCE	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	PROJECT TOTAL
PUBLIC WORKS DEPARTMENT - PARKS								
Barnes Park:								
Misc Improve - Gym/Daycare Ctr Roof Drain Line Replacement	Park Facilities		4,600					4,600
Playground Equipment Replacement	Park Facilities			200,000				200,000
Picnic Shelter Reroof	Park Facilities	18,493						18,493
	GF CIP Reserve	85,550						85,550
Pool House Painting	Park Facilities		10,000					10,000
Pool House Drinking Fountains	General		2,200					2,200
Pool House Roofing	General		5,700					5,700
Pool Pump	General		50,600					50,600
Pool New Windows	General		8,000					8,000
Pool Filters Replacement	Park Facilities							
Pool Heaters Replacement	GF CIP Reserve	72,000						72,000
Barnes Gym Front Doors	GF CIP Reserve	53,555						53,555
Barnes Service Club Parking Lot	General	26,400						26,400
Playground-Rubberized Surfacing	GF CIP Reserve	97,304						97,304
	Park Facilities		17,000					17,000
Bella Vista Park:								
Drinking Fountain Rehab	Park Facilities		4,000					4,000
Bella Vista Park Roofing	General		5,200					5,200
Playgrounds Surfacing	Park Facilities		3,000					3,000
Cascades Park/Heritage Waterfalls:								
Cascades Waterfall Lighting	Park Facilities	10,072						10,072
Waterfall Rehabilitation	L.A. County Grant	386,770						386,770
Park Irrigation	GF CIP Reserve	132,380						132,380
Edison Trails Park:								
Edison Trails Park Rehabilitation	L.A. County Grant	78,505						78,505
Playground-Rubberized Surfacing	Park Facilities		6,000					6,000

CITY OF MONTEREY PARK
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2014-2015 TO 2019-2020

PROJECT DESCRIPTION	FUNDING SOURCE	2014-2015	2015-2018	2016-2017	2017-2018	2018-2019	2019-2020	PROJECT TOTAL
Garvey Ranch Park :								
Gym Door Replacement for Garvey Ranch & Barnes	Park Facilities		15,000		250,000			15,000
East End Future Development	Park Facilities							250,000
Barbeque Shelters Replacement	Park Facilities	15,000						15,000
Playgrounds Surfacing	Park Facilities		15,000					15,000
New Light Post	Park Facilities	7,500						7,500
Basketball Court	GF CIP Reserve	380						380
Parking Lot	GF CIP Reserve	97,304						97,304
Playground Rubberized Surfacing	Park Facilities		15,000					15,000
Tennis Ct-Netting	Park Facilities		2,000					2,000
George Elder Park:								
Misc Improve - Restroom Valves & Unnal Replace.	Park Facilities			3,900				3,900
Tennis Court Fence Repair	Park Facilities			15,000				15,000
Park Irrigation	GF CIP Reserve	312,597						312,597
Parking Lot	GF CIP Reserve	67,310						67,310
Picnic Shelter	GF CIP Reserve	7,474						7,474
Playgrounds	GF CIP Reserve	3,784						3,784
Pool Motor Replacement	Park Facilities			30,000				30,000
Pool Heater	GF CIP Reserve			40,000				40,000
Pool Building Painting	Park Facilities			12,000				12,000
Pool Covers	Park Facilities			20,000				20,000
Pool Replastering	General	4,800						4,800
3 Sail Covers for Small Picnic Table Slabs	Park Facilities				20,000			20,000
Highland Park:								
Picnic Shelters	GF CIP Reserve	7,474						7,474
Park Irrigation	GF CIP Reserve	303,169						303,169
Highland Access Rd Resurface	GF CIP Reserve	134,839						134,839
Playground-Rubberized Surfacing	Park Facilities			10,000				10,000
La Loma Park :								
Playgrounds	GF CIP Reserve	5,859						5,859
Restroom Partitions, Sinks, Valves	General			8,500				8,500
Parking and Access Rd	GF CIP Reserve	1,360						1,360

CITY OF MONTEREY PARK
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2014-2015 TO 2019-2020

PROJECT DESCRIPTION	FUNDING SOURCE	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	PROJECT TOTAL
Langley Center:								
Langley Entrance Doors	Park Facilities	2,206						2,206
Ping Pong Floor / Barnes Gym Floor Resurfacing	Park Facilities		4,500					4,500
Roof Replacement	Park Facilities			65,000				65,000
Painting / Carpet	General	6,086						6,086
Pine Tree Park :								
Playgrounds	General	12,521						12,521
Sequoia Park :								
Restroom Valves	Park Facilities		2,100					2,100
Ballfield / Park Fencing	Park Facilities			10,000				10,000
Playground-Equipment	Park Facilities		50,000					50,000
Playground-Rubberized Surfacing	Park Facilities		7,000					7,000
Sierra Vista Park :								
Park Bathrooms,Paint	Park Facilities	12,000						12,000
Sunnyslopes Park :								
Park Irrigation	GF CIP Reserve	209,744						209,744
Playground	GF CIP Reserve	3,784						3,784
Slope Drains	GF CIP Reserve	618						618
Others:								
Citywide Park ADA Improvement	GF CIP Reserve	251,089						251,089
Monument Sign Replacement	Recreation Grant	4,896						4,896
Park Restroom Improvement	Recreation Grant	5,097						5,097
Sequoia, Edison Trails, Bella Vista, and Lower La Loma Parks - Restroom Roof Replacement	Park Facilities	56,000						56,000
Sustainable & Green Policy	EEC Block Grant	25,667						25,667
Various Park Improvements	Recreation Grant	15,280						15,280

CITY OF MONTEREY PARK
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2014-2015 TO 2019-2020

PROJECT DESCRIPTION	FUNDING SOURCE	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	PROJECT TOTAL
On Going Projects:								
Tree Well Maintenance	Maintenance District Maintenance District	6,000 6,000	8,000	9,000	10,000	11,000	12,000	56,000 6,000
Specialty Restaurant / Golf Course Maintenance	Maintenance Grant (Trust)	82,000	84,500	87,000	89,600	92,300	95,100	530,500
TOTAL PUBLIC WORKS DEPARTMENT - PARKS		2,640,845	319,400	510,400	369,600	103,300	107,100	4,050,645
FUNDING RECAP :								
EEC Block Grant		25,887	0	0	0	0	0	25,887
General		48,807	63,700	8,600	0	0	0	122,007
GF CJP Reserve		1,847,552	0	40,000	0	0	0	1,887,552
Maintenance District		12,000	8,000	9,000	10,000	11,000	12,000	62,000
Park Facilities		121,271	163,200	365,900	270,000	0	0	920,371
Recreation Grant		25,273	0	0	0	0	0	25,273
Maintenance Grant (Trust)		82,000	84,500	87,000	89,600	92,300	95,100	530,500
L.A. County Grant		477,275	0	0	0	0	0	477,275
TOTAL PUBLIC WORKS DEPARTMENT - PARKS		2,640,845	319,400	510,400	369,600	103,300	107,100	4,050,645

CITY OF MONTEREY PARK
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2014-2015 TO 2019-2020

PROJECT DESCRIPTION	FUNDING SOURCE	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	PROJECT TOTAL
PUBLIC WORKS DEPARTMENT - BUILDING								
<i>Building Maintenance</i>								
City Yard Fence	ACQMD Park Facilities Water Operation Sewer		12,000 12,000 12,000 12,000					12,000 12,000 12,000 12,000
City Hall AC Control Panel	General Refuse Water Operation	4,270 4,260 4,267						4,270 4,260 4,267
City Hall Lobby & Exterior Painting	General	37,094						37,094
City Hall Men's Restroom	General	12,000						12,000
City Hall Skylights Repairs	General Refuse Water Operation	42,500 42,500 42,500						42,500 42,500 42,500
City Hall Parking Keypad Entrance	Public Safety Impact Fee	7,058						7,058
Roof Repair / Painting	Shop	57,297						57,297
Library Emergency Power System	Library Tax	19,955						19,955
Library Roofing System	Library Tax	4,420						4,420
On Going Projects:								
Median Maintenance	Maintenance District	20,000	20,000	20,000	20,000	20,000	20,000	120,000
TOTAL PUBLIC WORKS DEPARTMENT - BUILDING		298,121	68,000	20,000	20,000	20,000	20,000	446,121

CITY OF MONTEREY PARK
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2014-2015 TO 2019-2020

PROJECT DESCRIPTION	FUNDING SOURCE	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	PROJECT TOTAL
FUNDING RECAP :								
ACMD		0	12,000	0	0	0	0	12,000
Sewer		0	12,000	0	0	0	0	12,000
Park Facilities		0	12,000	0	0	0	0	12,000
Water Operation		46,787	12,000	0	0	0	0	58,787
General		95,884	0	0	0	0	0	95,884
Library Tax		24,375	0	0	0	0	0	24,375
Public Safety Impact Fee		7,058	0	0	0	0	0	7,058
Refuse		46,760	0	0	0	0	0	46,760
Shop		57,297	0	0	0	0	0	57,297
Maintenance District		20,000	20,000	20,000	20,000	20,000	20,000	120,000
Liability		0	0	0	0	0	0	0
TOTAL PUBLIC WORKS DEPARTMENT - BUILDING		298,121	68,000	20,000	20,000	20,000	20,000	446,121

CITY OF MONTEREY PARK
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2014-2015 TO 2019-2020

PROJECT DESCRIPTION	FUNDING SOURCE	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	PROJECT TOTAL
PUBLIC WORKS DEPARTMENT - SANITARY SEWER								
<i>Sanitary Sewer (per the Sewer Master Plan updated January 2014)</i>								
Pipeline Replacement - Various Locations	Sewer	115,700	342,100	333,800	115,800	474,000	424,700	1,805,700
Spot Repairs - Various Locations	Sewer		327,400	365,000	385,700	373,300		1,451,400
Cured-in Place Pipe Relining - Various Locations	Sewer		569,300	570,400	567,700	794,600	732,400	3,234,400
Annual CCTV Sewer Videotaping	Sewer	39,000	596,800	279,300	221,800	221,800	221,800	1,550,500
Pipeline Repairs found by CCTV - Various Locations	Sewer			810,000	810,000	810,000	810,000	3,240,000
TOTAL PUBLIC WORKS DEPARTMENT - SANITARY SEWER								
		154,700	1,805,600	2,358,300	2,100,800	2,673,700	2,188,900	11,282,000
FUNDING RECAP :								
Sewer		154,700	1,805,600	2,358,300	2,100,800	2,673,700	2,188,900	11,282,000
TOTAL PUBLIC WORKS DEPARTMENT - SANITARY SEWER								
		154,700	1,805,600	2,358,300	2,100,800	2,673,700	2,188,900	11,282,000

CITY OF MONTEREY PARK
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2014-2015 TO 2019-2020

PROJECT DESCRIPTION	FUNDING SOURCE	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	PROJECT TOTAL
PUBLIC WORKS DEPARTMENT - ENGINEERING								
Engineering Division								
Sidewalk Construction	Bike Route Measure R	35,000 72,000	35,000 72,000	35,000 72,000	35,000 72,000	35,000 72,000	35,000 72,000	210,000 432,000
Localized Pavement Repairs	Measure R Water Operation Water Operation Water Operation	150,000 157,000 26,860	100,000	100,000	50,000 100,000	50,000 100,000	50,000 100,000	150,000 650,000 157,000 26,860
Calrecycle	Used Oil Competitive Grant	326,550						326,550
Corporate Yard General Plan	Water Operation Sewer Refuse Parks Facilities		20,000 20,000 10,000 10,000					20,000 20,000 10,000 10,000
Bridge Preventive Maintenance	Proposition C	41,000						41,000
Ackley Drainage Improvement	Measure R	120,000						120,000
Energy Conservation Program	General	99,254						99,254
CNG Compressor Fueling System	ACMD Proposition A	4,764 18,000	4,764 18,000	4,764 18,000	4,764 18,000	4,764 18,000	4,764 18,000	23,820 90,000
Dial-A-Ride & Spirit Bus	Proposition A MTA Clean Fuel Bus Grant	72,300 309,000						72,300 309,000
Eng/Traffic Survey Update	Measure R	20,548						20,548
MP Transit Facility At ELAC	Safety-Lu MTA Grant (Montebello) MTA (Taa 21 Special Grant)	49,090 8,741 54,928						49,090 8,741 54,928
Traffic Calming Measures - Citywide	Gas Tax		25,000	25,000	25,000	25,000	25,000	125,000
Traffic Signal Upgrades	Proposition C		160,000	100,000				260,000
Traffic Signal Battery Backup Replacement	Measure R		25,000	25,000	25,000	25,000	25,000	125,000

CITY OF MONTEREY PARK
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2014-2015 TO 2019-2020

PROJECT DESCRIPTION	FUNDING SOURCE	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	PROJECT TOTAL
Slurry Seal of Various Streets	Measure R Measure R Asphalt / Concrete Incentive	250,000 150,000 100,000	100,000	100,000	100,000	100,000	100,000	750,000 150,000 100,000
Pavement Management Program Update	Proposition C		50,000		50,000		50,000	150,000
Various Street Resurfacing	STP-L Grant Safety-Lu Gas Tax	737,000 3,823		500,000	500,000	500,000	500,000	737,000 3,823 2,000,000
Vagabond Retaining Wall	L.A. County Grant	32,100						32,100
Overhead Street Name Signs	Proposition C	16,528						16,528
Paving Lot 1 Improvement	Asphalt / Concrete Incentive	100,000						100,000
Garvey Median Island Landscaping	Water Operation	88,140						88,140
Bike Trail Master Plan	Bicycle Grants Measure R		332,000 67,000	400,000 100,000	400,000 100,000	400,000 100,000	400,000 100,000	1,932,000 487,000
Parking District No. 2 Improvements	Asphalt / Concrete Incentive			150,000				150,000
Tree Planting	L.A. County Grant	15,454						15,454
Engineering & Traffic Survey Update	Measure R	50,000						50,000
Alley Improvement	Measure R			130,000			130,000	260,000
City Informational Signs Replacement	Gas Tax	19,000						19,000
Zoning Ordinance Updates	General Plan Review Trust	80,000						80,000
ADA Wheelchair Access Ramps	Gas Tax	100,000	100,000	100,000	100,000	100,000	100,000	600,000
TOTAL PUBLIC WORKS DEPARTMENT - ENGINEERING		3,306,880	1,138,764	1,889,764	1,578,764	1,529,764	1,687,000	11,101,936

CITY OF MONTEREY PARK
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2014-2015 TO 2019-2020

PROJECT DESCRIPTION	FUNDING SOURCE	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	PROJECT TOTAL
FUNDING RECAP :								
AQMD		4,764	4,764	4,764	4,764	4,764	0	23,820
Asphalt / Concrete Incentive		200,000	0	150,000	0	0	0	350,000
Gas Tax		119,000	125,000	625,000	625,000	625,000	625,000	2,744,000
General		99,254	0	0	0	0	0	99,254
General Plan Review Trust		80,000	0	0	0	0	0	80,000
L.A. County Grant		47,554	0	0	0	0	0	47,554
MTA (Tee 21 Special Grant)		54,928	0	0	0	0	0	54,928
MTA Clean Fuel Bus Grant		309,000	0	0	0	0	0	309,000
MTA Grant (Montebello)		8,741	0	0	0	0	0	8,741
STP-1 Grant		737,000	0	0	0	0	0	737,000
Safety-Lu		52,713	0	0	0	0	0	52,713
Parks Facilities		0	10,000	0	0	0	0	10,000
Proposition A		90,300	18,000	18,000	18,000	18,000	0	162,300
Proposition C		57,528	200,000	100,000	50,000	0	50,000	457,528
Refuse		0	10,000	0	0	0	0	10,000
Bike Route		35,000	35,000	35,000	35,000	35,000	35,000	210,000
Sewer		0	20,000	0	0	0	0	20,000
Water Operation		422,000	120,000	100,000	100,000	100,000	100,000	942,000
Measure R		662,548	264,000	427,000	347,000	347,000	477,000	2,524,548
Used Oil Competitive Grant		326,550	0	0	0	0	0	326,550
TOTAL PUBLIC WORKS DEPARTMENT - ENGINEERING		3,306,880	806,764	1,459,764	1,179,764	1,129,764	1,287,000	9,169,936

CITY OF MONTEREY PARK
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2014-2015 TO 2019-2020

PROJECT DESCRIPTION	FUNDING SOURCE	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	PROJECT TOTAL
PUBLIC WORKS DEPARTMENT - WATER								
<i>Water Division (per the Water Master Plan updated April 2012)</i>								
On-Going Projects:								
Water Meters Replacement	Water Operation	56,100						56,100
Well Electrical and Pump Station Upgrades	Water Operation	102,000	100,000	100,000	100,000	100,000	100,000	602,000
	Water Operation	42,021						42,021
Well Redevelopment Program	Water Operation	142,000	100,000	100,000	200,000	200,000	200,000	942,000
An Ongoing Program to Maintain Efficiency of All City Owned Water Wells	Water Operation	258,180						258,180
Well Telemetry	Water Operation	27,500	50,000	50,000	50,000	50,000	50,000	277,500
	Water Operation	48,243						48,243
Street Maintenance	Water Operation	650,000	900,000	1,000,000	1,100,000	1,200,000	1,300,000	6,150,000
Water Main Replacement Projects:								
Water Main Replacement	Water Operation	2,000,000	2,787,700	5,873,600	288,900	1,000,000	1,000,000	12,628,100
	Water Operation	199,597						199,597
Water Master Plan Update	Water Operation	4,386						4,386
Water Rate Study	Water Operation	10,135						10,135
Water Operational Projects:								
Reservoir & Well Landscaping	Water Operation		30,000					30,000
Delta Chlorine Generation	Water Operation	15,850						15,850
Replace Surge Tank with VFD at Bradshaw Booster	Water Operation			400,000				400,000
Refurbish Pine Tree Reservoir	Water Operation		300,000					300,000
Replace ClaVal at Grandridge/Pavo Resol	Water Operation		100,000					100,000

CITY OF MONTEREY PARK
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2014-2015 TO 2019-2020

PROJECT DESCRIPTION	FUNDING SOURCE	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	PROJECT TOTAL
Seismic Retrofit Main Lines that cross Alhambra Wash	Water Operation		120,000					120,000
Replace Delta Settling Tanks	Water Financing					8,075,000		8,075,000
Replace Delta Booster Pump Station	Water Financing						5,500,000	5,500,000
Stand-by Generator for Delta Booster	Water Operation				1,100,000			1,100,000
Brightwood Booster Piping Replacement	Water Operation	150,000						150,000
Fire Protection Pipeline Improvements	Water Operation			2,000,000	2,000,000	2,000,000		6,000,000
Urban Water Management Plan	Water Operation Water Operation	10,000 50,000						10,000 50,000
Water Treatment Plant Projects:								
Advance Oxidation Upgrade for Delta Plant	Water Treatment Financing				4,050,000			4,050,000
Well 5/6 Air Stripper	Water Treatment	1,724,816						1,724,816
Perchlorate Contingency Plan	Water Treatment	182,130						182,130
TOTAL PUBLIC WORKS DEPARTMENT - WATER		5,672,958	4,487,700	9,223,500	8,866,900	10,625,000	8,150,000	47,026,058
FUNDING RECAP:								
Water Treatment Financing		0	0	0	4,050,000	0	0	4,050,000
Water Treatment		1,906,946	0	0	0	0	0	1,906,946
Water Operation		3,766,012	4,487,700	9,223,500	4,816,800	4,550,000	2,650,000	29,494,112
Water Financing		0	0	0	0	6,075,000	5,900,000	11,975,000
TOTAL PUBLIC WORKS DEPARTMENT - WATER		5,672,958	4,487,700	9,223,500	8,866,900	10,625,000	8,150,000	47,026,058

CITY OF MONTEREY PARK
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2014-2015 TO 2019-2020

PROJECT DESCRIPTION	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	PROJECT TOTAL
FUNDING SOURCE							
Asphalt / Concrete Incentive	200,000	0	150,000	0	0	0	350,000
Asset Forfeiture	75,000	50,000	200,000	300,000	700,000	200,000	1,525,000
AQMD	4,764	16,764	4,764	4,764	4,764	0	35,820
Bike Route	35,000	35,000	35,000	35,000	35,000	35,000	210,000
EEC Block Grant	25,667	0	0	0	0	0	25,667
Fire Financing	0	0	5,500,000	0	0	0	5,500,000
Gas Tax (State)	119,000	125,000	625,000	625,000	625,000	625,000	2,744,000
General	427,727	233,700	8,500	60,000	0	0	729,927
General Fund CIP Reserve	3,677,754	0	40,000	0	0	0	3,717,754
General Plan Review Trust	80,000	0	0	0	0	0	80,000
L.A. County Grant	624,829	0	0	0	0	0	624,829
Library Tax	24,375	0	0	0	0	0	24,375
Maintenance District	32,000	28,000	29,000	30,000	31,000	32,000	182,000
Maintenance Grant (0344 Trust)	82,000	84,500	87,000	89,600	92,300	96,100	530,500
Measure R	712,548	264,000	427,000	347,000	347,000	477,000	2,574,548
MTA Clean Fuel Bus Grant	309,000	0	0	0	0	0	309,000
MTA (Tea 21 Special Grant)	84,928	0	0	0	0	0	84,928
MTA Grant (Montebello)	8,741	0	0	0	0	0	8,741
Park Facilities	121,271	185,200	365,900	270,000	0	0	942,371
Proposition A	90,300	18,000	18,000	18,000	18,000	0	162,300
Proposition C	57,528	200,000	100,000	50,000	0	50,000	457,528
Public Safety Impact Fee	42,644	105,000	965,000	300,000	0	0	1,412,644
Recreation Grant	25,273	0	0	0	0	0	25,273
Refuse	46,760	10,000	0	0	0	0	56,760
Safety-LU	52,713	0	0	0	0	0	52,713
Sewer	154,700	1,837,600	2,358,300	2,100,800	2,673,700	2,188,900	11,314,000
Shop	57,297	0	0	900,375	0	0	957,672
Siemens Financing	10,481,901	0	0	0	0	0	10,481,901
STP-L Grant	737,000	0	0	0	0	0	737,000
Technology	140,084	50,000	72,000	360,000	70,000	70,000	762,084
Used Oil Competitive Trust	326,550	0	0	0	0	0	326,550
Water Operation	4,234,779	4,619,700	9,323,500	4,946,900	4,650,000	2,750,000	30,524,879
Water Financing	0	0	0	0	6,075,000	5,500,000	11,575,000
Water Treatment	1,906,946	0	0	0	0	0	1,906,946
Water Treatment Financing	0	0	0	4,050,000	0	0	4,050,000
CITYWIDE TOTAL	24,869,079	7,862,464	20,308,964	14,487,439	15,321,764	12,023,000	94,872,710

**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>
Passport Application Processing		183
General (G) / Special (S) Municipal Election Voter Turnout	(G) March 2015 24%	

2014-2015 GOALS AND OBJECTIVES

1. Goal: Prepare, plan and implement a general municipal election on March 3, 2015.

Status: City Council has adopted resolutions required for election. Work on the election has been started.
2. Goal: Research for implementation of a uniform offsite storage plan.

Status: Staff has conducted a general inventory of files from each department and their needs for offsite storage. The City Clerk's office has completed transferring all pertinent records to an offsite storage facility.
3. Goal: Continue to explore the digital records management program and make recommendation to expand services to other departments.

Status: The digital records management system is now accessible to the public on the City's website. Seeking comments and looking into introducing the system to other departments.

**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.	24	24
✓ Number of years received awards from GFOA for excellence in financial reporting.	26	26

2014-2015 GOALS AND OBJECTIVES

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

Status: Technical Specifications have been received from the Bank of the West and analysis and design phases were completed. We will schedule programming process in April.
2. Goals: *Improve Organizational Effectiveness and Efficiency:* Extend the Online Timecard Program to include submitting absence slips capacity.

Status: This Online Timecard modification project is delayed until all other priority programming projects are completed.
3. Goals: *Achieve Financial Stability:* Implement modification to Payroll Program to be in compliance with the Affordable Care Act's Assessable Payment. This is Phase II of the Program, which is to submit electronic filing of coverage for employee's health enrollment.

Status: We completed the required report tracking part of the Affordable Care Phase I and are awaiting technical specifications for electronic filing from the IRS.

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

Status: The program coding is currently in progress, and we expect this project is done by January.

Activity 1404 – Data Processing

PROGRAM MEASUREMENTS

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

2014-2015 GOALS AND OBJECTIVES

1. Goals: *Improve Effectiveness and Efficiency:* Modify the Finance System to handle E-Payables option. This is Phase I of a multi-year plan, where payments to vendors can be done via electronic credit card payments or direct deposit transmissions.

Status: Scheduled to start programming in April 2015.

2. Goals: *Improve Effectiveness and Efficiency:* Perform Phase II modification to Payroll Program to be in compliance with the Affordable Health Care Act, which requires electronic filing of coverage for employee's health enrollment.

Status: The Affordable Care Phase I has been completed and we are awaiting technical specifications for electronic filing from the government.

3. Goals: *Improve Effectiveness and Efficiency:* Extended the Online Timecard Program to include submitting absence slips capacity.

Status: This project is delayed until other priority projects are completed. Currently, we have 7 priority projects ahead of this one.

4. Goals: *Improve Effectiveness and Efficiency:* Upgrade the finance system, including the vendor maintenance, cash receipts, journal entries, and purchase order sub-systems, to be compatible with the latest Microsoft SQL Server and Windows technologies. This is Phase I of a multi-year programming upgrade. Currently, the City is with SQL Server 2005, which will be supported in 2016.

Status: We will start Phase I programming in April, 2015.

Activity 1406 – Revenue Collections

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Business Licenses Issued	4,350	2,300
Utility Bills Mailed (Original and Delinquent)	81,200	41,500

2014-2015 GOALS AND OBJECTIVES

1. Goals: Evaluate the feasibility of using lock-box processing of utility bill payments to streamline the revenue collection process.

Status: In Process- Staff has obtained some preliminary pricing for lock-box processing. Presently, this type of service may not prove cost effective for the City to pursue. Once more data is obtained a final decision can be made on this option.

Activity 1407 – Support Services

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Purchase Orders Issued	850	460
Requisitions Processed	1,100	700

2014-2015 GOALS AND OBJECTIVES

1. Goals: Explore the feasibility of utilizing an electronic purchase order requisition form to streamline the purchasing process.
- Status: In Process- Staff is currently in discussions with its contracted data processing technicians to determine what features and specifications would be required for this process.

Activity 1408 – Communication/Duplication

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Mail Handled	418,500	194,000

2014-2015 GOALS AND OBJECTIVES

1. Goals: Evaluate the possibility of having an outside firm fold, print, insert and mail the utility bills.
- Status: In Progress. Staff is in the process of evaluating pricing and firm qualifications for this project. The City is optimistic about moving to this process and plan to have it in place before the end of the fiscal year.

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

Activity 1501 – City Treasurer

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
✓ Average Investment Balance	\$75 million	\$70 million
✓ Interest Investment Earnings	\$300,000	\$151,489 ⁽¹⁾

(1) As of 11/30/2014.

2014-2015 GOALS AND OBJECTIVES

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

Status: Managed the City's investment portfolio in accordance with the City's Investment Policy. The average investment portfolio during the six months of fiscal year 2014-15 for the City was \$70 million, with an average yield of 0.759%. We expect the earnings will be higher for next six months due to funds being invested in the Los Angeles County Treasury Pooled Funds.

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

Status: The evaluation was included in the Annual Investment Report presented to the City Council on August 20, 2014. Staff presented an additional allowable investment option of the Los Angeles County Treasury Pool to the City Council and was approved by the Council.

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

Status: Monthly investment reports have been submitted to the City Council according to the Investment Policy. The 2013-14 annual investment report was presented to the City Council on August 20, 2014.

**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>
DISCRETIONARY APPLICATIONS		
Code Amendments	1	0
Conditional Use Permits	7	7
General Plan Amendments	1	0
Modification to Specific Plan	2	0
Parcel Maps	2	0
Precise Plan Related	1	2
Radius Map/Mailing	15	11
Tentative Tract Maps	1	1
Time Extensions	2	0
Variances	2	0
Zone Changes	1	1
CEQA		
Environmental Impact Reports	1	0
Negative Declarations	1	3
Categorical Exemptions	14	12
DESIGN REVIEW		
Signs	6	6
Remodels, No increase of floor area	6	0
Remodels, Increase of floor area	1	3
New Construction < 10,000 SF	1	3
New Construction > 10,000 SF	1	2
Landscaping	2	0
Single Family Residential	2	11
ADMINISTRATIVE APPLICATIONS		
Annual Review of CUPs/Variances	0	0
Banners	60	65
Minor Departure	4	1
Second Units	1	0
Site Plan Review	11	3
Temporary Use Permit	20	16
Traffic Study	1	3
Yard Sales	300	277

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

2014-2015 GOALS AND OBJECTIVES

1. **Goal:** Complete the Garfield Village Specific Plan that is intended to create a more vibrant business district in close proximity to the Gold Line East extension of the light rail. Expend the funding grant to the City through the Transit Oriented Development Planning Grant from MTA.

Status: According to the Project schedule the Draft South Garfield Village Specific Plan will be completed by December 2014. The draft document will be circulated for public review in first quarter of 2015. The Project is anticipated to be completed by April 2015.

2. **Goal:** Complete the Zoning Code clean up items that have been requested to be addressed by the City Council.

Status: The first of a series of Zoning Code Amendments will be presented to the Planning Commission in the first quarter of 2015. The Zoning Code clean up items will be completed by summer of 2015.

3. **Goal:** Create a streamlined permitting process for the Community and Economic Development Department.

Status: The first of the improvements to streamline the permitting process is the implementation of the ACCELA automated program. Citizen Access will be next phase of the automation process. The Community and Economic Development Department is also in the process of updating and improving existing handouts to the public.

4. **Goal:** Create five educational articles on planning related issues that will be published in the Cascade Newspaper.

Status: This is an on-going project and will be one of the short-term goals to be accomplished within the first quarter of 2015.

5. **Goal:** Modify the Planning Divisions' portion of the City's new web site to include planning, zoning, general plan and environmental regulations with associated line; provide on-line handouts and brochures etc.

Status: The Planning Division's webpage is constantly being updated with current information.

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

2014-2015 GOALS AND OBJECTIVES

1. **Goal:** Complete the Garfield Village Specific Plan that is intended to create a more vibrant business district in close proximity to the Gold Line East extension of the light rail. Expend the funding grant to the City through the Transit Oriented Development Planning Grant from MTA.

Status: According to the Project schedule the Draft South Garfield Village Specific Plan will be completed by December 2014. The draft document will be circulated for public review in first quarter of 2015. The Project is anticipated to be completed by April 2015.

2. **Goal:** Complete the Zoning Code clean up items that have been requested to be addressed by the City Council.

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Status: This is an on-going project and will be one of the short-term goals to be accomplished within the first quarter of 2015.

5. **Goal:** Modify the Planning Divisions' portion of the City's new web site to include planning, zoning, general plan and environmental regulations with associated line: provide on-line handouts and brochures etc.

Status: The Planning Division's webpage is constantly being updated with current information.

Status: The Code Enforcement Division portion of the City's website is presently being reviewed to include the issues mentioned above with illustrative pages. Code Enforcement will be working with Planning Division personnel to ensure accurate Zoning Code requirements.

3. Goal: Prepare five short educational articles of the top five code enforcement issues in the city that will be inserted into the Cascade Newspaper.

Status: The Code Enforcement Division has published five articles in the Cascade Newspaper. The subjects included: 1. The City's revised Shopping Cart Ordinance and restrictions on Markets and individuals; 2. The City's Property Maintenance Code being enforced during this drought; 3. October is the start of rainy season – Time to clean your swales; 4. Courtesy Notices are being used by Code Enforcement for selective violations; and 5. Code Enforcement Division and the San Gabriel Valley Mosquito and Vector Control fight Mosquito-borne diseases.

4. Goal: Identify new measures for addressing illegal residential motels/boarding houses thereby ensuring that safe and habitable housing is provided in the community.

Status: Meetings will be held with the City Attorney and Staff to discuss several issues regarding illegal residential motels/boarding house activity. Occupancy restrictions and business license procedures will be items addressed. Other Cities and agencies will be contacted regarding their attempts at monitoring and restricting illegal residential motel and boarding house activity.

Activity 1703 – Building Division

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
PERMITS		
Building Permits:		
a. Residential, New	6	7
b. Residential, Add/Alter	330	183
c. Non-Residential, New	7	1
d. Non-Residential, Add/Alter	110	52
e. Miscellaneous	<u>200</u>	<u>55</u>
Building Permits Total	653	298
Electrical Permits	175	64
Mechanical Permits	120	45
Plumbing Permits	<u>120</u>	<u>76</u>
All Permits Total	1,068	478
ANNUAL PERMIT VALUATION	17 mil.	8 mil.

PLAN CHECKS

Total Number Processed	<u>350</u>	<u>179</u>
Processed In-House	91%	97%
Contracted Out	9%	3%

INSPECTIONS

Construction Inspections	4,000	2,803
Certificate of Occupancy	240	100
All Inspections Total	4,240	2,903

2014-15 GOALS AND OBJECTIVES

- Goal:** Switch to the new permit system software to streamline the permitting process citywide.

Status: The switch over to the new permit system was officially activated on the first week of June and is in full effect for the Building Division, Planning Division, Fire Prevention and Public Works permitting processes.
- Goal:** Implement the citizen access link to allow access to City's records concerning permits and inspections.

Status: The citizen access link to City's records for permits and inspections is scheduled to be activated during the second half of the fiscal year. Testing of the citizen link for functionality is currently in process.
- Goal:** Modify the Building Division portion of the city's website to include additional handouts and brochures to assist individuals in obtaining building permits.

Status: The Building Division's portion of the city's website has been updated based on newly adopted state codes that took effect on January 2014 but incorporation of additional handouts and brochures is not scheduled to begin until the second half of the current fiscal year.

Activity 1704 – Economic Development Division**2014-2015 GOALS AND OBJECTIVES**

- Goal:** *Attract and Retain Businesses:* Create a Business Attraction and Retention Program for the city.

Status: This item is still under discussion and will be revisited upon completion of the Economic Development Element.

2. Goal: *Development Opportunities*: Create a data base identifying all underutilized commercial and industrial properties. The data will be utilized to assist property owners and managers identify tenants and/or development opportunities.

Status: The Economic Development Intern is currently assisting in compiling a list of all the available commercial sites.
3. Goal: *Economic Development Element*: Update the Economic Development Element of the City's comprehensive General Plan.

Status: The assistance of a consultant is being utilized to update the Economic Development Element by removing references to redevelopment and incorporating elements from the Pedestrian Linkages Plan and the Economic Development Specific Plan.
4. Goal: Modify the Economic Development Division's portion of the City's new web site providing information related to business attraction, assistance and retention, along with links to county, state and federal assistance programs.

Status: This is a future project the Economic Development Intern will assist with.
5. Goal: Create five educational articles on economic development issues that will be published in the Cascade Newspaper

Status: Topics are currently being identified for placement in 2015 editions of the newspaper.

Activity 2201 – CDBG Administration

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Agencies assisted from Community Fund	1	1
Number of Housing Rights Center clients assisted	175	75

2014-15 GOALS AND OBJECTIVES

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

Status: On November 5, 2014, City Council approved a Substantial Amendment to the 2010-2015 Consolidated Plan due to changes in activities and reductions in the annual funding allocation.

Activity 2206 – Home Housing Program

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Residential Rehab Grant and Loan Program Participants	8	1

2014-15 GOALS AND OBJECTIVES

- Goal:** Anticipate assisting nine (8) applicants for the Residential Rehabilitation Grant and Loan Program.

Status: The goal has been revised from twelve (12) to eight (8) housing units due to funding reductions. Staff is in the process of completing construction on one (1) residential rehabilitation project. An additional three (3) projects are being prepared for construction, two (2) projects are in the qualification process and another two (2) projects are in the pre-screening process.
- Goal:** Continue to work with LINC Housing to develop six (6) affordable rental units at 236 S. Ramona Ave.

Status: Staff has continued to work with LINC Housing to develop housing to serve low income households. In July, 2013 Council approved an agreement with LINC Housing to develop six (6) rental units at 236 S. Ramona. On December 10, 2013, the Planning Commission recommended that the City Council approve the proposed General Plan Amendment and Development Agreement to allow the development of six new affordable housing units. On September 24, 2014, the California Tax Credit Allocation Committee approved LINC Housing to receive the Housing Tax Credit. Architectural Plans are currently in City plan check. It is anticipated the final agreement will go before City Council in December 2014 and groundbreaking is proposed in January 2015.

Activity 2207 – Affordable Housing Program

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Monitor/administer covenants and repairs	25	25
Compliance monitoring and audit reports	1	1
New affordable housing complex	1	0

2014-15 GOALS AND OBJECTIVES

- Goal:** Continue to monitor and administrate affordability covenants and eligibility of households for 25 units at the Pomona Boulevard and Chandler Avenue housing complexes until responsibility for management can be conveyed to a CHDO.

Status: Staff is continuing all activities necessary to monitor, administer and maintain all 25 residential units until responsibility is transferred to CHDO.
- Goal:** Continue completion of annual compliance monitoring, property assessment, and audit reports.

Status: Staff is continuing all activities necessary for compliance monitoring, property assessment, and audit reporting.
- Goal:** Continue to work with LINC Housing to develop six (6) affordable rental units at 236 S. Ramona Avenue.

Status: Staff has continued to work with LINC Housing to develop housing to serve low income households.
- Goal:** Continue to work with State and local Agencies to obtain repayment of funds advanced through the former Redevelopment Agency. Obtained funds will be used for the development of affordable housing projects and programs.

Status: Ongoing

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

Activity 1801 – Human Resources Administration

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Budgeted FT Positions	290	290
Budgeted Part-time	50.10	50.10
Total Citywide FTE	347.97	347.97
Total Number of Competitive Service Positions Filled	15	40
Total Number of Promotions	0	5
Examinations Administered	15	4
Total Number of Applications Processed	900	530

2014-2015 GOALS AND OBJECTIVES

1. Goal: Successful negotiations with three (3) miscellaneous labor groups.
Status: Negotiations begin in March 2015.
2. Goal: Purchase and implement Neo Gov's applicant tracking and HRIS systems which will modernize and computerize Human Resources.
Status: Pending City Council approval.
3. Goal: Work with Management Services for establishing an on-line enrollment computer program for the City's annual health coverage enrollment.
Status: We accomplished this goal.
4. Goal: Continue to provide quarterly training program opportunities for employees on a variety of subjects such as Harassment Prevention, Safety in the Workplace and supervisory training.
Status: This is a continuous process. Quarterly we will provide training opportunities for employees.

5. Goal: Successful recruitment completion of the Fire Chief position.
 Status: Successfully recruited and filled the Fire Chief position.
6. Goal: Continue to implement provisions of the Affordable Care Act.
 Status: We continue to implement provisions of the Affordable Care Act.
7. Goal: Work with Management Services and IT to purchase secure email program.
 Status: We were able to find an alternative secure email program without purchasing one.
8. Goal: Conduct employee information meetings on Benefits.
 Status: Employee information meetings on Benefits were conducted in September 2014.
9. Goal: Meet with insurance committee members to review options to make medical plans more affordable.
 Status: We met with insurance committee members to review options to make medical more affordable in September 2014.
10. Goal: Meet and confer with bargaining units to implement alternative retiree medical program.
 Status: We are currently in the process of "meet and confer" with bargaining units to implement alternative retiree medical programs.

Activity 1802 – Risk Management Division

PROGRAM MEASUREMENTS

<u>Liability Claims Filed</u>	<u>Budget Projection</u>	<u>Year-to-Date</u>
GENERAL GOVERNMENT	0	0
POLICE	14	3
FIRE	1	2
LIBRARY	0	0
MANAGEMENT SERVICES	1	0
RECREATION & COMMUNITY SERVICES	4	0
HUMAN RESOURCES	0	0
DEVELOPMENT SERVICES	0	0
PUBLIC WORKS	27	17
TOTAL	46	22

Workers' Compensation Claims Filed*

GENERAL EMPLOYEES	1	0
POLICE	15	6
FIRE	14	7
LIBRARY	0	0
PUBLIC WORKS	5	3
RECREATION & COMMUNITY SERVICES	<u>2</u>	<u>2</u>
TOTAL*	37	18

*Includes all claims that are OSHA recordable.

2014-2015 GOALS & OBJECTIVES

1. Goal: Continue to reduce workers' compensation injuries & liability claims thru loss claims run analysis, pro-active claim management administration, diligent root cause investigations and loss prevention training.

Status: Formed a Loss Reduction Task Force for the Police Department with ICRMA and Risk Management

 - Review losses
 - Identify root causes
 - Develop effective prevention measures
 - Identify training needs
2. Goal: Continue to work with ICRMA to provide training in identification of risk and safety and to maintain level of ICRMA University attendance by City employees.

Status: 50 employees have received training through ICRMA.
3. Goal: Provide in-house quarterly employee training including Workplace Safety training, Harassment and Retaliation Prevention training, and Customer Service.

Status: Conducted 3 sessions of Harassment and Retaliation Prevention training and provided Blood borne Pathogens training. 150 employees have attended in-house trainings.
4. Goal: Continue to provide excellent, results driven customer service to reduce city liability exposure.

Status: We continue to provide excellent customer service to reduce city liability exposure.

**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:	12,300	8,682
Total Number of Volunteers:		
Reserves Officers	23	27
Explorers	25	20
Records	2	3
MPEC	16	16
MPCP	20	18
Investigations	0	0
Operational Support	0	1
Animal Control	1	2
Chaplain	6	5

Formal Training Hours for all Personnel: 5,830 hours (YTD)

2014-2015 GOALS AND OBJECTIVES

1. Goal: In order to attract and hire quality applicants, the Operational Support Unit will design and produce a recruitment flyer. This flyer will provide information to make the Monterey Park Police department stand out from other agencies. This goal will be completed by June 30, 2015.

 Status: Designs are being considered for the layout of the recruitment flyer. Several vendors have been contacted for consideration of producing the flyer. Some photographs have been taken for possible inclusion on the flyers. Consideration is being made to possibly hire a professional photographer to take photos for the flyer.

2. Goal: The Operational Support Unit will host a training day to teach officers the tenets of the "Below 100" initiative. Adopting the principles of this program has the potential to greatly impact the safety of Monterey Park Police Officers.

Status: Contact has been made with the Below 100 administrators, as well as local agencies, in order to arrange training.

Activity 3102-Traffic Bureau

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of Citations:		
Traffic	6,500	3,800
Parking	10,000	3,900
Traffic Collisions Incidents:		
Fatal	*	2
Injury	*	103
Non-Injury	*	183
Fatalities	*	3
Persons Injured	*	169
Number of Drunk Driving Arrests	125	78
% of Traffic Investigations Commenced within 3 Days	100%	100%
% Response on Citation Appeals/Complaints within 3 Days	100%	100%

2014-2015 GOALS AND OBJECTIVES

- Goal: The traffic bureau will assess the painted curbs throughout the city and make service requests for the repainting of missing, damaged and faded curbs. This will increase the effectiveness and efficiency of enforcement as well as enhance the appearance of the city.

Status: Traffic Bureau personnel have noted needed curb marking improvements that have been entered into the Service Tracking System.
- Goal: Bureau Personnel will conduct safety presentations at senior housing facilities and senior centers to educate attendees on pedestrian traffic safety.

Status: Traffic Bureau personnel have conducted safety presentations at the Monterey Park Senior Village to 19 seniors and at the Telacu Monterey Park Plaza to 15 seniors.

Activity 3103-Field Services

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Calls for Service		
Citizen Request	32,225	16,391
Officer Observed	<u>19,940</u>	<u>11,518</u>
Total Calls for Service	51,165	27,909
Priority I (Emergency) Response Time (minutes/seconds)	4:20	4:08
Priority II Response Time	5:30	5:22
Priority III Response Time	9:00	8:39
Priority IV Response Time	7:45	6:07

2014-2015 GOALS AND OBJECTIVES

1. Goal: Patrol personnel will participate in formalized training days in the Investigations Bureau. This training will encompass filing cases at the District Attorney's office, follow-up investigations, interviewing witnesses, interrogating suspects and utilizing department resources to locate witnesses and suspects.

Status: Half of the patrol personnel have completed their Investigations Bureau training.

2. Goal: Patrol personnel will receive monthly risk management briefing training in an effort to reduce work related injuries.

Status: All four patrol teams have completed the monthly risk management briefing training.

Activity 3104-Investigations Bureau

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Part I Crimes Investigated	1,625	1,485
Part I Crime Clearance Rate	20%	27%
Suspected Child Abuse Reports Follow Up within One Business Day	100%	100%

2014-2015 GOALS AND OBJECTIVES

- Goal:** Crime Impact Team personnel will conduct quarterly training for patrol personnel on the emerging crime of human trafficking as it pertains to prostitution and other issues. This training will assist in strengthening officers field investigations in this area.

Status: Two presentations have been given to the patrol teams.
- Goal:** Investigations Bureau personnel will provide training to patrol personnel by having an officer assigned to the Detective Bureau for a day. This training will encompass filing cases at the district Attorney's office, follow-up investigations, interviewing witnesses, interrogating suspects and utilizing department resources to locate witnesses and suspects.

Status: Patrol personnel have been scheduled on a weekly basis. Half of the patrol teams have completed their Investigations Bureau training.

Activity 3111-Animal Control Bureau

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-date</u>
Number of Dog Bites Reported	20	15
Impounded Animals (Strays Picked up/Counter)	795	500
Warnings/Citations	85	27
Injured Animals	59	85

Dead Animals Picked Up	425	345
Students in Educational Programs	60	0

Response Time: Dead Animals (minutes/seconds)	12:05	8:13
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Response Time: Injured/Sick Animals (minutes/seconds)	7:10	11:00
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Calls for Service:

Calls Handled by ACO	1,327	849
Calls Handled by MPPD Officers	219	218
Calls Handled by L.A.C.D.A.C.C.*	444	198

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

2014-2015 GOALS AND OBJECTIVES

1. Goal: Bureau personnel will coordinate with the Los Angeles County Department of Animal Care and Control to conduct a pet adoption clinic during a City sponsored event.

Status: This goal has been completed. The Pet Adoption was conducted at the Geranium Festival on October 11, 2014.

2. Goal: The Bureau's Animal Control Officer will conduct a ride-a-long with LACDACC personnel to provide and share information about animal control issues in the City. This will forge a better working relationship and understanding of the needs of the City.

Status: This goal has been completed. ACO Estrada completed the ride-a-long in September 2014.

Activity 3112-Communications Bureau

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Police Service Calls	31,225	16,391
Officer Observations	<u>19,940</u>	<u>11,518</u>
Total Police Service Calls	51,165	27,909
Animal Control Service Calls	1,980	1,265
Priority I Dispatch Time Emergency (minutes/seconds)	0:58	1:00
Priority II Dispatch Time Non-Emergency (minutes/seconds)	3:19	3:27
Priority III Dispatch Time Non-Emergency (minutes/seconds)	10:02	9:56
Priority IV Dispatch Time Non-Emergency (minutes/seconds)	16:55	5:14

2014-2015 GOALS AND OBJECTIVES

1. Goal: Communications personnel will view a POST training video entitled "Meeting the Ethical Challenge" which will challenge the dispatchers to consider not only their own personal ethical standards, but also the expectations, principles and standards that are particular to their position. This goal will be completed by June 30, 2015.

Status: Seventy-five percent of the dispatchers have completed the training.

2. Goal: Due to the continuous increase of 9-1-1 calls that are received from cell phones, Communications Bureau personnel will create an educational brochure that will focus on 9-1-1 and cell phones. The brochure will be available in multiple languages to the public at the front counter or downloaded from the department's website. This goal will be completed by June 30, 2015.

Status: Brochure template has been created and is currently being edited.

Activity 3113- Jail Bureau

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-date</u>
Prisoners Booked (excluding fee paying)	980	406
Fee Paying Prisoners Booked	198	75
Total Prisoners Booked	1,178	481
Jail Revenue (fee paying)	\$133,878	\$32,580
Prisoner Satisfaction Rating	98%	97%

2014-2015 GOALS AND OBJECTIVES

1. Goal: Jail personnel will promote the Bureau's "Pay to Stay" Sentenced Prisoner program by advertising in local newspapers such as the Monterey Park Cascades. Jail personnel will also provide information on the program to the surrounding area courthouses to both the Public Defender and District Attorney's Offices.

Status: This budget goal has been completed.

2. Goal: Jail personnel, in cooperation with the Training Bureau, will host a Standards and Training for Corrections certified training class. The training will be on a topic that best pertains to our facility and will be offered to other agencies for their personnel to attend.

Status: This budget goal is 75% complete. We are working with the training provider to finalize a date for the training; anticipated training date is in the first quarter of 2015.

Activity 3114-Records Bureau

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-date</u>
Reports Processed	5,100	2,518
Traffic Citations Processed	6,500	3,800
Data Entry Completion (within 7 days)	100%	97%
Complaints Processed for Court (within 8 days)	100%	99%

2014-2015 GOALS AND OBJECTIVES

- Goal:** Records Clerks will participate in training on workplace ergonomics. This will give clerks information on preventing workplace injuries. This goal will be completed by June 30, 2015.

Status: Records Clerks participated in several Ergonomic training sessions which included "Basic Ergonomics", "Carpal Tunnel", "Ergonomics Awareness Education", "Ergonomics in the Workplace", "Solving the Puzzle, and "Ergonomic Hazards."
- Goal:** Records personnel will attend quarterly Neighborhood Watch meetings to provide information on the responsibilities of the Records Bureau and the services that are offered to the public.

Status: Clerks have attended four Neighborhood Watch meetings and one community event.

Activity 3115-Computer Services

2014-2015 GOALS AND OBJECTIVES

1. Goal: The Bureau will research and implement a Two-Factor Authentication application for Mobile users to safeguard information utilized by users.

Status: Research is being conducted to find the best solution to implement and will be the most user friendly application.

2. Goal: Bureau personnel will assist in researching vendors and products for the 2015/2016 Mobile Data Computer (MDC) replacement project. The bureau will assist in identifying the best option for the police department to utilize.

Status: Research is currently underway on this project. Currently, a system is being tested by field personnel.

Activity 3120-Community Relations Bureau

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-date</u>
Tour of City Facilities (number of persons)	850	185
Neighborhood Watch Groups	81	76
Business Watch Groups	80	74
Monterey Park Citizen Patrol (MPCP) Hours Volunteered	3,188	1,288
Police Explorer Hours Volunteered:	4,200	2,020
Police Chaplain Hours Volunteered:	380	162

2014-2015 GOALS AND OBJECTIVES

1. Goal: The Community Relations Bureau will implement the "Coffee with a Cop" program. Coffee with a Cop is a Department of Justice sponsored program aimed at building Community Partnerships with city residents. The program provides a relaxed, non-structured time for the public and police officers to gather and create positive relationships.

Status: Contact has been made through "Coffee with a Cop" National, as well as the local administrators of the program. Arrangements have been made with Starbucks on S. Atlantic Blvd. to sponsor the event. It is anticipated the first date of this event will be in late January.

2. Goal: The Community Relations Bureau will coordinate with the Public Works Department in identifying and replacing Neighborhood Watch signs that are worn or in disrepair. This will enhance crime prevention efforts, draw additional attention to the Neighborhood Watch program as well as beautify the City. This goal will be completed by June 30, 2015.

Status: The P.O.P. Team, along with Public Works has been checking on existing Neighborhood Watch signs throughout the city. New signs have been ordered and delivered to Public Works. An estimated 30-40% of old, run-down signs have been replaced at this time.

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

Activity 3201 – Fire Administration

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Grant Awards: (SHSGP, UASI)	\$200,000	\$27,670

Year to date grants received: 2013 SHSGP - \$7,870; 2013 UASI - \$24,148; Projected: 2014 UASI - \$20,000; Assistance to Firefighters Grant did not get approved.

2014-2015 GOALS AND OBJECTIVES

1. Goal: Improve Organizational Effectiveness and Efficiency: Launch a new community education program entitled the "Community Risk Reduction Program (CRR). Used nationwide, this program identifies and examines high risk locations to enable fire personnel to understand and be prepared to respond at difficult locations.

Status: The Department is re-organizing staff assignments to improve efficiency and establish a work group that will implement this program. Beginning January, Fire Prevention, Community Emergency Response Team (CERT), Emergency Operations Center (EOC) and Local Area Disaster Area "C" (DMAC) will be assigned to four Captains and the Deputy Fire Marshal under the direction of Chief Harper on the "A" Shift.
2. Goal: Improve Organizational Effectiveness and Efficiency: Investigate opportunities to enhance program efficiency such as automating fire inspection report forms and billing, investigate the cost and potential of additional modules on Firehouse, new incident reporting software and data analysis tools.

Status: The Department purchased a new National Fire Incident Reporting Management Software System that can be accessed via web portal and applicable for use on or off-site with computer media such as iPads or smart phones. Employees received training in December and full implementation of the system is scheduled for February. The Department also implemented a department-wide budget and payables reporting system enabling personnel to track and monitor their program expenditures and forecast spending and planning for budgeting needs.

Activity 3205 – Fire Prevention

PROGRAM MEASUREMENTS

<u>Fiscal Year</u>	<u>Budget Projection</u>	<u>Year-to-Date</u>
Plans Checked	350	292

Inspections

New Construction	140	198
Commercial	625	142
Haz Mat	3	0
Industrial Waste	325	163
Residential	150	273
New Business Inspections	200	120
Re-inspection	525	763
Fire and other Investigations	192	82

Cost Recovery Programs

<u>Fiscal Year</u>		
Fire Inspections (Including Annual Business Inspections) Started in 2007-2008	\$118,000	\$23,790
Plan Checks	78,000	31,142
Permits	43,000	3,646
Industrial Waste	<u>109,000</u>	<u>50,408</u>
Total Revenue Collected	\$348,000	\$108,986

2014-2015 GOALS AND OBJECTIVES

1. Goal: *Improve Organizational Effectiveness and Efficiency:* In continuance of the City's goal to improve and enhance customer service, staff will be trained and mentored in the new automation system to streamline the Fire Prevention's permitting process and input data for migration to the new system.

Status: System has been installed, training held, and system in use. This goal has been completed.

2. Goal: *Improve Organizational Effectiveness and Efficiency:* Develop an operational plan to meet anticipated increases in the number of inspections, permit processing, and plan checks resulting from proposed community development housing and retail projects.

Status: Staff continues to review its operational flow and work distribution. Staff has changed its staffing hours to improve office time availability. In addition, staff is reviewing practices and developing a contractor/development packet to improve efficiency and communication - this goal is still in underway.

Activity 3210 – Emergency Operations

PROGRAM MEASUREMENTS

EMERGENCY ACTIVITY SUMMARY

<u>Fiscal Year</u>	Budget	
<u>Types of Fire Incidents</u>	<u>Projections</u>	<u>Year-to-Date</u>
Residential	241	73
Commercial	0	4
Industrial	0	0
Brush/Grass	18	9
Trash/Other	22	21
Vehicle	<u>26</u>	<u>12</u>
Total Fire Incidents	307	119

Fiscal Year
***All Emergency Incidents**

Fire	307	119
EMS	3,500	1,423
Public Assist	193	54

Smoke	8	4
Haz Mat	61	46
False Alarms, Good Intent, and Cancelled En Route	719	300
Other Misc. Incidents	<u>68</u>	<u>56</u>
Total Emergency Incidents	4,790	2,002

*Data source – Firehouse RMS – based on five complete months of this fiscal year.

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

<u>Automatic Aid/Mutual Aid*</u>	Budget <u>Projection</u>	<u>Year-to-Date</u>
Auto Aid/Mutual Aid Provided	500	318
Auto Aid/Mutual Aid Received	<u>460</u>	<u>280</u>
Total Automatic/Mutual Aid	960	598

**Average Response
Times***

EMS Calls	5:02	4:58
Fire Calls	5:05	5:22

*Data Source – Verdugo Communications (data based on 4 months of this fiscal year)
The figures now illustrate the time from dispatch to the time the first fire unit arrives on scene.

Volunteer Hour

Hours Donated by Reserves	12,300	600
Hours Donated by Explorers	800	300

*Reserves typically provide a minimum of one-24 hour shift per week.

NON-EMERGENCY ACTIVITY SUMMARY

Training Hrs – Non-Medical

In-Service Training	21,000	11,000
Outside Officer Training	3,000	0
Specialty Courses/Seminars	<u>1,000</u>	<u>314</u>
Total Hours	25,600	11,314

2014-2015 GOALS AND OBJECTIVES

1. Goal: *Improve organizational effectiveness and efficiency:* In continuance with the nation-wide goal of reducing firefighter fatalities below 100 per year, staff will continue the Firefighter Safety and Survival Series. Focus will be firefighter and civilian search, recovery, packaging, and removal of the downed firefighter or civilian.
- Status: Four employees were sent to the Los Angeles Area Fire Ground Survival Training held in September and November. The September class overtime and backfill costs incurred as a result of training attendance was funded by the 2013 State Homeland Security Grant Program.
2. Goal: *Improve organizational effectiveness and efficiency:* Implement new data management software to better track emergency response and call volume trending information and emergency response times.
- Status: As mentioned in Administration, the Fire Department obtained a new National Fire Incident Management Software program for inputting, tracking, and reporting incidents to the State as well as including a module for reports and analytics.
3. Goal: *Improve organizational effectiveness and efficiency:* Update the Fire Department's pre-fire planning, training, and policy development programs to increase our operational readiness to respond to all types of incidents.
- Status: The department implemented Lexipol online fire policy manual, which includes a training portal that is currently in development. Fire ground training and pre-fire planning are under review and development. This includes investigating the feasibility of incorporating pre-fire plans in the new fire records management software program.

Activity 3220 – Emergency Medical Services

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<u>Ambulance Membership</u>		
Residential Subscribers	2,224	2,196

<u>Medical Training/ Continuing Education Hours</u>	<u>Budget Projection</u>	<u>Year-to-Date</u>
Paramedics	750	312
Emergency Medical Tech	<u>700</u>	<u>292</u>
Total Hours	1,450	604

2014-2015 GOALS AND OBJECTIVES

1. Goal: Improve Organizational Effectiveness and Efficiency: Work with the UCLA Center for Pre-hospital Care and area Verdugo Area "C" agencies to develop and begin implementation of a "Community Para-medicine Program." This program is focusing on reduction of hospitalization re-admission by doing home follow up assessments and monitoring recovery.

Status: Tracking current pilot studies in Glendale and Santa Monica to evaluate the effectiveness and fiscal impacts associated with program implementation.

2. Goal: Improve Organizational Effectiveness and Efficiency: Focus upon advanced training for the new paramedic personnel in the areas of trauma management, CPR effectiveness, documentation, and patient safety.

Status: The EKG Monitor approved in the capital budget was purchased, in-service training conducted, and placed in-service; thereby increasing CPR effectiveness and training. UCLA training programs were enhanced to highlight documentation and trauma training.

3. Goal: Improve Organizational Effectiveness and Efficiency: As a result of the Affordable Care Act, opportunities will exist for the implementation of Basic Life Support ambulance transport by municipal agencies to hospitals outside their immediate geographical hospital network. Per the request of the City Council at the budget hearing on May 28, 2014, staff is to investigate the opportunity to determine the feasibility and cost of implementing a program in Monterey Park.

Status: The Department has been meeting with Kaiser Representatives to develop an agreement to transport emergency patients from Monterey Park to an approved Kaiser Emergency Room.

Activity 3230 – Emergency Preparedness

2014-2015 GOALS AND OBJECTIVES

1. Goal: *Improve Organizational Effectiveness and Efficiency:* Complete the installation and start up of the Urban Area Security Initiative “UASI” grant-funded Smart Classroom Tele-presence system.

Status: The installation of the “Smart Classroom has been completed.

2. Goal: *Improve Organizational Effectiveness and Efficiency:* Revise and publish a new procedures manual for the physical operations of the EOC facility to include – technical guidelines for installed hardware and software to accommodate the installed Smart Classroom equipment.

Status: The initial operational manual has been completed and executive management trained and provided a copy of the manual. A revised version to include newly added “Smart Classroom” functions is underway.

**City of Monterey Park
Public Works
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	\$111,306	\$113,243
Fixed-Route Transit:		
Total Passengers	385,000	189,296
Passenger per Revenue Service Hour	20.65	20.31
Cost per Passenger	\$2.95	\$2.99
Employee Transportation Program:		
Average Vehicle Ridership	1.30	1.20
% of Employees Ridesharing	28%	19%

2014-2015 GOALS AND OBJECTIVES

1. Goal: Secure grant funding to construct bicycle lanes and paths that connect to the regional bicycle network.

Status: Secured \$331,800 in Metro's Fast Track grant program to construct a Class II bike facility on Monterey Pass Rd. and Cesar Chavez-Riggin Ave.

2. Goal: Restructure Spirit Bus service to operate more efficiently.

Status: Completed public outreach meetings to assess demand and needs of the community.

Activity 4202 – Street Maintenance

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Roadway Maintenance:		
Slurry Seal (Sq. Ft.) Preventive Maintenance (14-year cycle)	2,485,846	0
<i>This program prolongs the life of the roadway and provides a smooth riding surface.</i>		
Potholes Repaired	3,500	3,371
Utility Cuts Repaired (new)		
<i>This program makes permanent repairs to the roadway after water services are installed.</i>	35	22
Sidewalk Maintenance:		
Sidewalk Repair (Sq. Ft.)	3,000	768
<i>This program eliminates trip hazards in the right-of-way by cutting tree roots and constructing new sidewalk sections.</i>		
Sidewalk Grinds	250	71
<i>This program eliminates trip hazards in the right-of-way by grinding down hazardous areas on sidewalks that are ½ inch or less.</i>		
Curb and Gutter Maintenance:		
Curb and Gutter Repair (Ln. Ft.)	150	12
<i>This program repairs curb and gutter that impede the flow of water or causes pooling.</i>		

Misc. Maintenance

Bus Shelters Pressure Washed	250	156
Shopping Carts Picked Up	500	203
Tree Wells Cleaned	Under contract	
Signs Removed from Right of Way	150	72
Boulevard Pots (weekly watering)	Provided by Parks Division	

2014-2015 GOALS AND OBJECTIVES

- Goal: Train staff to operate: 1.5 cubic yard Cement Mixer, Pot Hole/patch truck and the skid steer loader (bobcat).

Status: Training on the Cement Mixer is scheduled to be completed by the end of this fiscal year. Partial training on the Pot Hole truck has been completed and is ongoing due to problems encountered upon delivery of vehicle. Training on the skid steer loader (bobcat) has been completed.

Activity 4203 – Storm Drain Maintenance**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Storm Drain Maintenance:		
Number of catch basins and grates cleaned annually	800	251
Slope Drain Inspection Program:		
Number of slope drains inspected (this includes re-inspections) <i>Slope drains are inspected annually to insure unrestricted flow of storm water from properties.</i>	11	11

2014-2015 GOALS AND OBJECTIVES

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

Status: Completed 65% of the storm drain stenciling.

2. Goal: Identify new locations that require additional cleaning due to storm drain inserts preventing debris from entering storm drain.

Status: Identified and added 11 additional locations.

Activity 4204 – Sanitary Sewer Maintenance

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Main Line Cleaning:		
Miles of main lines cleaned	75	36
<i>Sewer lines are cleaned annually to remove any restrictions to flow.</i>		
Miles of Problem Lines Cleaned	35	19
<i>These lines have been determined to have a frequent build-up of debris that may cause possible restrictions.</i>		
Sewer Stoppages:		
Number of sewer stoppages	8	2
Percentage of stoppages responded to within one hour after normal working hours.	100%	100%
Video Taping:		
Number of linear feet of video taped	60,000	950

2014-2015 GOALS AND OBJECTIVES

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

Status: Completed 50% of fifth phase.

2. Goal: Develop a sewer manhole labeling system in order to identify the locations for maintenance activities.

Status: Development of the labeling system is contingent upon the purchase of Closed Circuit Television (CCTV) sewer video vehicle and its software.

3. Goal: Complete Closed Circuit Television training for sewer inspections.

Status: CCTV vehicle has not yet been purchased.

Activity 4205 – Street Cleaning

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of Complaints: <i>Reflects the number of problems reported by residents.</i>	5	2

2014-2015 GOALS AND OBJECTIVES

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

Status: Development of map is in progress.

Activity 4206 – Traffic Control

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Street Painting:		
Miles striped	100	51
Crosswalks repainted	60	20
Sign Maintenance:		
Stop signs replaced	40	17
Regulatory and warning signs replaced	200	129
Number of new stop sign installations	3	0
Regulatory and warning signs maintained	1,200	814
Percentage of safety related regulatory signs replaced with either temporary or permanent signs within 1 hour of notification	100%	100%
Traffic Work Orders:	30	31
<i>New projects or changes to existing traffic control measures</i>		

2014-2015 GOALS AND OBJECTIVES

1. Goal: With the transfer of the senior maintenance worker to oversee other divisions, train personnel to meet the skill levels of a senior maintenance worker in the operation and maintenance of traffic control equipment and procedures.

Status: Current maintenance worker has and is continuing in training to further his skill and knowledge level of equipment and procedures.

Activity 4207 – Street Lighting

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Street Light Maintenance:		
Number of Street Lights Re-lamped	100	30
Service Requests		
Received	8	30
Completed	8	30

2014-2015 GOALS AND OBJECTIVES

1. Goal: Completing final, third area of repainting ID numbers on city-owned street light poles to identify street light locations for service requests.

Status: Numbers have to be adjusted in existing lighting plot plan due to the addition of new signals at various locations.
2. Goal: Developing a map to identify street light locations by pole numbers or resident address. Additional street lights were added to the original assessment.

Status: Work on this item is currently in progress.

Activity 4208 – Refuse Collection

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Curbside service accounts	14,291	14,301
Bin service accounts	1,075	1,079
City hauler tons collected (Self-hauled tons not included)	48,000	24,434
AB 939 diversion rate (year reported)* Tons per capita. Target is 5.0 tons per person.	3.4	3.6

2014-2015 GOALS AND OBJECTIVES

1. Goal: Establish a new solid waste hauler contract to replace the contract with Athens Services that terminates in August 2017. Prior to releasing the request for proposal (RFP), a consultant team to assist in the process will be brought on board and research into collection options such as a separate recycling container and food waste recycling will be conducted.

Status: Enlisted the assistance of the Environmental Commission to develop a solid waste diversion program for the community.

2. Goal: Implement a public outreach campaign that targets the Asian market. A multi-jurisdiction application was submitted to CalRecycle's Used Oil Competitive Grant Program to educate Asian dominating communities in the cities of Rosemead, San Gabriel, South Pasadena, Temple City, and Walnut on the importance of proper disposal of hazardous waste.

Status: Kicked off the campaign with the press conference on Nov. 10, 2014.

Activity 4209 - Administration

PROGRAM MEASUREMENTS

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

Activity 4210 – Building Maintenance

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of Service Requests: <i>Service requests originate from City departments.</i>	450	396
Number of Special Work Orders: <i>Special work orders are for services that go beyond the scope of normal maintenance.</i>	3	3

2014-2015 GOALS AND OBJECTIVES

1. Goal: Inspect all city roofing systems to identify deficiencies and prioritize repairs.
Status: The inspection identified several roof problems. Staff is working on a budget to replace several park roofs to include the roof at the Service Club House building.
2. Goal: Implement energy conservation measures at City Hall and the Library through Siemen's Energy Efficiency, and Modernization Program.
Status: The Energy Efficiency program is in progress.

Activity 4211 – Motor Pool Shop

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of preventive maintenance services	310	142
Number of smog checks completed	60	40
Compressed natural gas (CNG) purchased (in 100 cubic feet)	6,000	2,400
Average price per gallon of unleaded fuel	\$4.69	\$2.85
Average price per gallon of diesel fuel	\$4.50	\$3.05

2014-2015 GOALS AND OBJECTIVES

1. Goal: Train staff on propane regulations to include HAZMAT procedures and cylinder filling.
Status: Completed
2. Goal: Install electric brake controllers in all full size trucks.
Status: 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	24
Dollar value of CIP projects completed (\$ millions)	6.5	2.9
Subdivisions Processed:		
<i>Tentative Tract Maps</i>	1	0
<i>Tentative Parcels Maps</i>	2	0
<i>Final Tract Maps</i>	1	4
<i>Final Parcel Maps</i>	1	2
<i>Lot Line Adjustments Reviewed</i>	1	1
Conditional Use Permits Reviewed	2	2
-Variances Reviewed	0	0
Site and Plan Checks for Building Permits	80	114
Concrete, Excavation, Utilities, Transportation, Sewer, Water, Undergrounding Permits Issued	200	144
Grading Permits Issued	15	15
Traffic Engineering Issues Investigated	30	16

2014-2015 GOALS AND OBJECTIVES

1. Goal: Update the City's Pavement Management Study and implement an aggressive street rehabilitation program.

Status: The City's Pavement Management Study was last updated by Stantec Consulting in October 2010. Staff is preparing a Request for Proposal (RFP) seeking professional consulting services to update the PMS once again. The RFP will be circulated to qualified consultants in January/February 2015, and the update is anticipated to be completed by the Summer 2015. Concurrently, Engineering is preparing bid specifications for the next round of street pavement maintenance and rehabilitation

projects including slurry seal, various street resurfacing, localized pavement repairs which are anticipated to be completed in Spring/Summer 2015.

2. Goal: Facilitate the City's review and approval of several major private development projects.

Status: Over the last six months, staff has attended numerous meetings with the owners, engineers, and/or architects of several private development projects including the Market Place, Town Center, Courtyard Marriott Hotel, Double Tree Hotel, AG Hotel, and Olson Residential projects. Staff has provided Conditions of Approval and direction to the applicants regarding submittal requirements; and is processing plan reviews in a timely manner.

3. Goal: Manage construction of the City's ongoing Parks Master Plan and Water System Improvement Projects.

Status: Several park projects have been completed during the last six months including Play Equipment Replacements at Elder, La Loma, Sunnyslope and Pinetree Parks; Picnic Shelter Replacements at Barnes, Elder and Highlands; Parking Lot Improvements at Highlands and Elder Parks; Irrigation System and Landscaping Improvements at Elder, Sunnyslope, Highlands and Cascades Parks; and ADA Improvements at all of the same parks. In addition, the swimming pool at Elder Park has been replastered; the observatory dome at Garvey Ranch Park has been replaced; new sign monuments have been installed and restroom buildings painted at all of the parks; and the Cascades Waterfall is currently being rehabilitated. Preparation of construction drawings and bid specifications for the next major Water Main Replacement project is currently underway.

Activity 4220- Administration

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Water Rates:		
Surrounding agencies – average monthly (350 gallons/day, with ¾" meter)	\$82.12	\$85.12
Monterey Park – average monthly (350 gallons/day, with ¾" meter)*	\$39.16	\$39.16
Percent below average	109.70%	109.70%

* Includes water treatment surcharge.

2014-2015 GOALS AND OBJECTIVES

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

Status: In progress.

Activity 4221- Water Commercial

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Meter Exchange Program		
Meters changed ¾" – 2"	700	280
Large Water Meter Installation/ Upgrades: 3" – 8" meters		
Meter installation upgrades	4	3
Total meters installed to field- testable and/or field-repairable standards	95	94
Water Turn-ons and Turn-offs:	2,560	626
Work orders completed:	6,000	1,324

2014-2015 GOALS AND OBJECTIVES

1. Goal: Upgrade Meter Routes 40 and 41 to Automated Meter Read Routes (AMR) in order to more quickly identify leaks and meter problems.

Status: In progress.

2. Goal: Replace/upgrade 6-inch meter at the Monterey Park Golf Course.

Status: Completed.

Activity 4222- Water Production

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Water Production:		
(Acre-feet/year)	9,557	4,564
(Million gallons/year)	3,113	1,487
(Million gallons/day)	8.53	8.08
Well Water Electrical Efficiency Operational Testing Program:		
Number tested (12 total sites, 9 operable wells)	8	0
Cathodic Protection System Testing Program:		
Number tested (5 sites total, 8 reservoirs)	8	0

2014-2015 GOALS AND OBJECTIVES

1. Goal: Replace the discharge piping, pump controls and valves at the Brightwood Booster Station.

Status: Staff will consult with engineering division for drawing & RFP development. Will solicit for bids, award job, and construct when RFP is completed.
2. Goal: Rehabilitate two existing wells to increase pumping reliability and efficiency.

Status: Staff consulting with Well Redevelopment Company to engineer pump head curve design and well redevelopment scope of work.
3. Goal: Overhaul the motor control starter contacts and various equipment at all six Delta Plant Boosters.

Status: Existing equipment is extremely old, staff researching whether to overhaul existing or install new equipment. New equipment replacement depends on compatibility.

Activity 4223- Water Distribution

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Water Valve Exercising:		
Valves exercised ⁽¹⁾	1,300	331
2,070 valves should be exercised annually ⁽²⁾	63%	25%
New Water Services Installed:	31	22
Water Services Repaired:	42	22
Water Mains Repaired:	29	26
Gate Valves Repaired:	5	5

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

2) In FY 13-14, 3 valves were added to the system.

2014-2015 GOALS AND OBJECTIVES

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

Status: Replaced 1 and remaining 4 are in progress
2. Goal: Install 3 new water main blow offs per year at dead ends (123 total remaining) to help ensure good water quality within the distribution system.

Status: In progress.
3. Goal: Replace 2 broken plug valves to improve distribution system (Orange Avenue and Graves Avenue and Sombrero Drive and Casuda Canyon Drive).

Status: In progress. Awaiting contractor bid submittals.

Activity 4226- Well 5 VOC Treatment Plant

2014-2015 GOALS AND OBJECTIVES

1. Goal: Continue to design and plan for the construction of an advanced oxidation plant (UV Oxidation) to treat 1, 4-dioxane and other VOCs.

Status: Ongoing pending state regulation implementation.

Activity 4227- Well 12 VOC Treatment Plant

2014-2015 GOALS AND OBJECTIVES

1. Goal: Upgrade chemical feed pump systems needed to efficiently continue air stripping treatment.

Status: Staff is evaluating the upgrade.

Activity 4228- Delta Perchlorate Treatment Plant

2014-2015 GOALS AND OBJECTIVES

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

Status: Staff is evaluating the upgrade.

Activity 4233- Water Interconnection/Purchase

2014-2015 GOALS AND OBJECTIVES

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

Status: Due to current operational conditions, no water has been purchased from San Gabriel Valley Water Company.

Activity 6516- Parkway Maintenance

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year -to-Date</u>
Street Tree Trimmed	2,600	1706
Street Trees Planted	250	362
Street Trees Removed	105	121
Service Requests	290	173

2014-2015 GOALS AND OBJECTIVES

1. Goal: Complete the renovation of the entrance medians at Atlantic Blvd., Garfield Ave. and Garvey Ave. Implement updated, solar-powered irrigation systems that conserve water.

Status: The planting and irrigation at the Atlantic Blvd. at 1st St. entrance median and Atlantic Blvd. at Brightwood Ave. medians have been completed. The North Atlantic Blvd. entrance medians are on hold pending street/lane modifications that will be provided in the upcoming hotel projects. The plans for median improvements at Atlantic Blvd. at Emerson Ave. and Garvey Ave. at Garfield Ave. will be developed by mid Feb. to early March.
2. Goal: Clear over 100 trees along the Edison Trail in order to comply with the City's Edison Trails lease agreement. Work will begin at Fulton going westward to Garfield and includes Edison Trails Park that has an inventory of 50 trees.

Status: This has been completed and been approved by Edison.

Activity 6517- Parks

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year -to- Date</u>
Park Service Requests	102	64
Number of Special Projects	15	3

2014-2015 GOALS AND OBJECTIVES

1. Goal: Continue upgrading park landscape planters to incorporate the new palette. New monuments are scheduled to be installed in every park. The improvements will enhance the aesthetics of the parks and also conserve water.

Status: All Parks now have monuments with planters, including Bella Vista that has a monument and planter outside of the fence line that was modified.
2. Goal: Provide for a smooth transition of the use of park facilities during the construction period of the parks renovation project. To the extent possible retain the use of the facilities for residents' recreation activities.

Status: Proper signage informing residents of the activity and expected duration were provided at all Parks with CIP improvements. Where possible such as in Elder and Highland parks, use of tennis courts, pools, schools, etc., was made possible during construction.
3. Goal: Provide new plantings at Elder, Highland, Sunnyslope and Cascades that had been deferred for improvements due to limited resources.

Status: Elder and Cascades Parks are planted. Completion of Highland and Sunnyslope Parks is delayed by a few weeks due to the heavy rains that washed away the hydro-seeding of ground cover and turf. As of Dec. 19, 2014, contractors entered their 90 day maintenance period.

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

Activity 6001 – Administration

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Library Volunteer Hours	12,500	5,275
Grants Awarded (Number)	5	4
Grants Awarded (Amount)	\$147,000	\$163,075
Fundraising (Foundation)	\$21,000	\$9,050
Fundraising (Friends)	\$8,000	\$3,500

2014-2015 GOALS AND OBJECTIVES

1. **Goal:** Expand and enhance technology including computers, e-readers and tablets and provide training and classes in the library to meet patrons' current needs and expectations.

Status: Staff continue to provide free classes in multiple languages teaching library patrons basic and advanced computer skills. Reading Horizons Long Distance Software was purchased for adult students who cannot attend the scheduled classes during the hours of operation so they can access materials remotely. Children's staff is collaborating on the development of a Mandarin pre-school nursery rhyme app that will be the finished product of the LSTA/Eureka Leadership Institute grant.

2. **Goal:** Develop a comprehensive marketing plan to build support for the Library's brand by creating compelling, consistent, and continuous messaging about the Library that demonstrates community impact through stories and statistics.

Status: Library staff created the inaugural quarterly events brochure which will serve as a very professional-looking promotional piece for the library in the community. The Foundation is creating a marketing portfolio to gain support for the library and has decided upon a mission statement and had a new logo for the organization designed.

3. **Goal:** Enhance the Friends of the Library Bookstore with additional displays, merchandising and reconfigured tiered pricing to run more efficiently and be a better experience for patrons.

Status: Two paperback spinning racks have been added to the Bookstore, freeing up valuable shelf space and allowing for a fun browsing experience for patrons. The Friends purchased a stand to display signage/posters outside of the Bookstore to attract patrons' attention and draw them into the space. Book bags are also for sale in the Bookstore, offering an additional service to patrons and generating additional revenue for the library.

Activity 6002 – Reference and Adult Services

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Reference Transactions	16,000	9,262
Adult/YA Programs Presented	250	110
Adult/YA Programs Attendance	4,500	2,420

2014-2015 GOALS AND OBJECTIVES

1. **Goal:** Align the adult nonfiction collection in the areas of philosophy social science, science, literature, poetry, and plays, with the Common Core standards to better assist teens and adults with research and homework assignments.

Status: Staff worked on removing old, outdated and damaged books from the science and social science book collections to make room for new books in these collections.

2. **Goal:** Research and develop a program and exhibit series to spotlight the City of Monterey Park's 100th Anniversary in 2016.

Status: Planning for the 100th Anniversary includes a "Laura Scudder Century Series" with lectures, films and book clubs to describe life in America and in Monterey Park during Laura Scudder's lifetime. Programs will also highlight her achievements as a successful business woman.

3. **Goal:** Promote the library's adult and teen book collections on the library's website and with book displays to engage the public with reading.

Status: Two large book display units were moved in front of the Quiet Room. Staff created engaging holiday, seasonal and themed book displays with creative elements to draw in readers.

Activity 6003 – Technical Services

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Book Titles Added	3,000	1,377
Audio-Visual Titles Added	<u>520</u>	<u>120</u>
Total Cataloged Titles Added	3,520	1,497
Cataloged Books Added	3,100	1,921
Cataloged Audio-Visual Added	680	152
Government Documents Added	<u>240</u>	<u>191</u>
Total Cataloged Items Added	3,820	2,264
Total Uncataloged Items Added	0	0
Total Items Purged	8,600	2,458
# of Materials Borrowed From Other Libraries	90	14
# of Materials Other Libraries Borrowed	120	15
Total All Items	179,000	171,974
	150,000	141,805

2014-2015 GOALS AND OBJECTIVES

- Goal:** Prepare the library for the State Library funded internet connection and continue to take advantage of E-rate discount to maintain fast internet connections to meet the increasing demands of library computer users.

Status: Library staff successfully applied for the new E-rate discount for July 2014 - June 2015. This provides funding of \$20,313.60 (an 80% discount) for 80 mpbl compared to 75 mpbl (an increase of 5 mpbl) for the previous year for Internet service. Library staff also applied for the California Telecommunication Fund Services. This would save another \$2,659.20 per year for the Library. Library staff submitted a Letter of Agency for the library's participation along with other libraries in the State Library's CENIC's E-Rate consortium broadband program. It is hoped that joining this consortium will lead to saving money on the E-rate discount.
- Goal:** Partner with California Audiovisual Preservation Project to provide long-term digital preservation and online access to recordings of Monterey Park's local oral history.

Activity 6004 – Circulation Services

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Total Items Circulated	325,000	140,532
Item Circulated Per Capita/Year*	5.26	2.27
Weekly Hours of Opening	44	44
User Visits Per Day	1,115	981
Total User Visits Per Year	350,000	166,692
New Cardholders Registered	4,000	1,760
Library Cardholders	57,000	52,440
# of Requests for Items Checked Out	2,000	817
Overdue Notices-Processed	6,000	2,683

*Based on population figure of 61,777

2014-2015 GOALS AND OBJECTIVES

- Goal:** Heighten the self-checkout experience for patrons by upgrading to a larger and more visually appealing monitor and interface that will simplify the self-check process while providing more features.

Status: Upgrade the equipment necessary to the self-checkout machine to enhance and simplify the process for patrons. A larger, full color, animated touch screen monitor and a new interface to simplify the checkout process should both increase usage and faster checkout service. An option offered in the new software to highlight library programming onscreen is still being reviewed but should be in use soon.
- Goal:** Continue to develop a training manual for volunteers in the library to ensure consistency in training and proper representation of the library image. Volunteers are valuable resources that help enhance the services in Circulation by expediting the return of library materials to the shelves for the public.

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

Activity 6005 – LAMP Literacy Program

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of Students Participating	1,650	761
Number of Student Hours	28,500	13,990
Number of Tutors	120	72
Number of Tutor Volunteer Hours	4,200	2,032
Number of Tutors Trained	150	20

2014-2015 GOALS AND OBJECTIVES

- Goal:** Apply for additional funding to support ESL Civics Classes from the California Department of Education to increase literacy services to the community.

Status: Additional funding to support EL Civics classes was granted from the California Department of Education to support EL Civics classes in the amount of \$51,245.
- Goal:** Gain accreditation to become a testing center for students and job-seekers who wish to take exams for General Educational Development (GED), ESL and Vocational Certification and partner with a National Registry to offer on line cortication for employment.

Status: The LAMP Literacy Program became a member of the National Registry in October 2014 and is now a testing site for Vocational Certification.

Activity 6006 – Children’s Services

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Reference Transactions (Children’s)	7,753	13,900
Children’s Reading Programs	242	370
Children’s Reading Programs’ Attendance	7,251	10,200

2014-2015 GOALS AND OBJECTIVES

1. Goal: Conduct monthly hands-on training sessions with newly acquired digital devices and interactive apps for students up to sixth grade to enhance their digital literacy skills.

Status: Children's staff created iPad Use Guidelines and app blurbs on how to access iPads educational apps geared to children ages 3 up to 12. Currently there are four iPads on the Children's Floor and each child has a half-hour time period to learn and explore.
2. Goal: Rearrange books shelves and seating to maximize the use of the space to offer children and their accompanying caregivers a more comfortable and nurturing environment.

Status: Staff rearranged Storytime and Homework Rooms' seating to allow for more audience participation in the storytime programs and to better assist students' needs with their homework from volunteer teens.
3. Goal: Implement a library Makerspace by providing an area where pre-teens aged 9 to 12 years have an opportunity to explore their own interests, learn to use tools and materials and develop creative projects in compliance with the Common Core State standards, thereby encouraging innovation and collaboration.

Status: Starting in September, staff conducted a monthly series of STEAM (science, technology, engineering, the arts and math) programs for children aged 9-12 to inspire and motivate them with fun, hands-on problem-based learning activities.

**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.)	103	101
Hours of Facilities Use –		
Youth Group	705	345
Private Group	655	317
Facility Reservation	175	101

2014-2015 GOALS AND OBJECTIVES

1. Goal: Improve Community Beautification: Promote and advertise usage of GO MPK application to Contract instructors, recreation staff and local community members. The increased use of this application will speed the process of getting necessary repair made in a timely manner.

Status: Local community groups and recreation leaders are using GOMPK to report any problems in the parks and facilities. Recreation Coordinators will continue to promote and advertise usage of GOMPK app to contract instructors and staff.

Activity 6503- Aquatics

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Total Number of Users	64,000	43,250
Instructional Class Attendance	2,500	1,850

Hours of Use by:		
Instructional Classes	770	640
Private Groups	1,600	800
School Groups	1,700	850
Public Swim	500	489
% of Operating Expenses		
Defrayed by User Fees	30%	29%

2014-2015 GOALS AND OBJECTIVES

1. Goal: Improve participation and safety: Work closely with Building Maintenance division re-plastering Elder Park Pool project. The re-plaster will improve the clarity of the water and meet county health codes.

Status: The pool project was completed in early October. New deck signs, step tiles, and 400 ft of concrete were added to the deck renovations, in order to extend the longevity of the pool. The pool is ready to re-open for the 2015 summer season.

2. Goal: Improve participation and safety: Work closely with Building Maintenance division to accomplish the filtration, heating system and water return projects at Barnes Park Pool. The project will save with new energy-efficient heaters and filters.

Status: Project is scheduled to begin September 2015. We are currently looking for an engineer to design the plans that are being requested from the Health Department.

Activity 6505- Langley Senior Center

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Sr. Citizen Lunches served	29,303	14,561
Home Delivered Lunches	13,325	6,512
Volunteer Hours	37,600	18,543
Education & Recreational Classes Attendance	96,200	45,101

Health Care Screenings	2,800	1,200
In Home Care Contacts	2,800	1,020
Trips & Tours	892	509
Billiards, Table Tennis, Exercise Machines	90,000	50,063

2014-2015 GOALS AND OBJECTIVES

1. Goal: Upgrade surveillance camera system to have full coverage of the building; this will improve supervision of patrons, which will increase safety for everyone.
Status: Scheduled for December 2014.

2. Goal: Incorporate Wireless Audio System into existing PA system with audio access in the Main Dining Room, AB Room, Lobby and Admin Office.
Status: Scheduled for December 2014.

3. Goal: Patio Renovation including: counters, sink, barbecue, lighting, sound, furniture, garden and cement providing a relaxing area for small meetings/reservations, morning coffee, private reading, internet hub for laptops, tablets and phones.
Status: Project Completed- September 2014.

4. Goal: Cross train staff on how to use the on-line Active System for facility reservations, class registration and trips and tours.
Status: Project Completed- November 2014.

Activity 6506- Day Care

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Barnes Child Care Center Average Daily Attendance	33	23
% of Operating Expenses Defrayed by User Fees	100%	100%
Enrollment- Summer	55	50
Enrollment – Tiny Tots/Summer	36	36
Enrollment – Tiny Tots	36	36

2014-2015 GOALS AND OBJECTIVES

1. Goal: Improve organizational effectiveness: Develop a multi-lingual brochure designed to educate the entire community on day care and tiny tot programs that are available.

Status: The program's brochure is complete in English and Spanish. It's in the process of being translated in Chinese.

Activity 6507- Recreational Activities

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Adult Sports Teams	175	102
Specialized Recreation- Activities Enrollment:		
Youth	3,080	2,550
Adult	1,500	1,406
Total Activity Revenue Collected	370,000	105,283

2014-2015 GOALS AND OBJECTIVES

1. Improve organizational efficiency: Work with the Management Services Department and the vendor to eliminate the current service charge for customers that utilize online registration for contract classes via Active.Net. Elimination of this service charge will encourage patrons to sign-up online, thus reducing the impact on front counter staff.

Status: Pending new Fee Schedule approval from City Council that will include the ability to eliminate the online charges.

Activity 6508 – Community Participation

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Total Number of Volunteer Hours	29,500	16,482
Number of Community Service Court Allocated/Referral Volunteers	45	8
Number of Regular Volunteers	500	302
Estimated Savings to City for Volunteer Hours Based on National Standard Rate (\$18.01 per hour)	\$531,295	\$296,840
Total Number of Special Events	20	10
Number of Clubs, Groups and Organizations Participating in Special Events	40	20

2014-2015 GOALS AND OBJECTIVES

1. Goal: Improve organizational effectiveness: Work with community based organizations, local non-profit and newly formed Community Participation Commission to add new smaller scale community events.

Status: On-going throughout the year. Thus far there has been the addition of the new Geranium Festival in October and the enhancement and expansion of the 2nd year of

the Holiday Snow Village in December. Planning for the 2nd Annual Spring Egg Hunt have started as well.

Activity 6509 – Media Productions

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Internet webcast total views	3,700	1,651
Number of Programs Shown on MPK-TV (including repeats)	2,500	701
MPK-TV YouTube Channel Views*	6,000	2,295

2014-2015 GOALS AND OBJECTIVES

1. Goal: Improve organizational effectiveness: Improve City Council meeting television coverage by installing an additional High Definition (HD) camera and upgrading graphics capabilities.
Status: Staff is reviewing equipment options and planning to purchase equipment in first quarter 2015.

Activity 6511- Dial A Ride

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year to Date</u>
Dial-A-Ride		
Senior Passengers	16,250	8,053
Handicapped Passengers	5,200	2,512
Transit Miles	51,200	26,303
MTA Passes/Stamps		

& MTA Tokens	8,995	1,525
Taxi Coupons	288	1805
Senior Citizens - Specialized Trips/Tours	165	175

2014-2015 GOALS AND OBJECTIVES

1. Goal: Improve organizational efficiency: Research, purchase and implement computerized dispatch software to improve route efficiency, communication and increase ridership.

Status: Scheduled for completion in June 2015.

2. Goal: Improve community participation and safety: work with the Metropolitan Transportation Agency (MTA) to develop the "On the Move Rider's Club" to help familiarize and train seniors to better understand MTA bus and train routes for local travel.

Status: Project Completed- September 2014.