



# MONTEREY PARK

*California*



**2016 - 2017**

**MID-YEAR REVIEW REPORT**

# Mid Year Review Report For the 2016-17 Fiscal Year

## Table of Contents

	<u>Page</u>
 <b>REVIEW REPORT / KEY FUNDS SUMMARY</b>	
Midyear Budget Report.....	i – xi
 <b>REVENUE DETAIL SECTION</b>	
Summary of Revenues & Transfer-In By Source .....	12 - 24
 <b>EXPENDITURE DETAIL SECTION</b>	
General Fund Midyear Expenditure & Transfer Analysis .....	25
 <b>LONG-TERM FINANCIAL FORECAST SECTION</b>	
General Fund.....	28 - 29
Retirement Fund.....	30 - 31
Gas Tax Fund.....	32 - 33
Park Facilities Fund .....	34 - 35
Proposition A Transit Fund.....	36 - 37
Measure R Fund.....	38 - 39
Proposition C Transit Fund.....	40 - 41
Asset Forfeiture Fund .....	42 - 43
Business Improvement Area #1 Fund.....	44 - 45
Air Quality Improvement Fund .....	46 - 47
Maintenance Benefit Assessment District Fund .....	48 - 49
Special Library Tax Fund .....	50 - 51
Public Safety Augmentation Fund .....	52 - 53
Public Safety Impact Fee Fund.....	54 - 55
CERCLA Liability Fund.....	56 - 57
Housing Fund.....	58 - 59
Water Utility Fund .....	60 - 61
Sewer Fund .....	62 - 63
Refuse Fund .....	64 - 65
Auto Shop Fund .....	66 - 67

Separation Benefits Fund.....	68 - 69
General Liability Fund.....	70 - 71
Workers' Compensation Fund.....	72 - 73
Technology Fund.....	74 - 75
OPEB Internal Service Fund.....	76 - 77

**5-YEAR CAPITAL IMPROVEMENT PROGRAM SECTION**

General Administration.....	78
Fire Department.....	79
Police Department.....	80
Public Works Department.....	81

**GOALS AND OBJECTIVE / PROGRAM MEASUREMENTS**

City Clerk.....	91
Management Services Department.....	92
City Treasurer.....	94
Community & Economic Development Department.....	95
Human Resources & Risk Management Department.....	102
Police Department.....	104
Fire Department.....	113
Monterey Park Bruggemeyer Library.....	121
Public Works Department.....	127
Recreation & Community Services Department.....	143

---

**Annie Yaung, Controller**



## City of Monterey Park Midyear Budget Report 2016-2017

January 20, 2017

### **The Nation and State Fiscal Development**

The nation's economy is growing at a steady rate, but beats what much of the rest of the world is doing. The job market is improving. The national unemployment rate declined to 4.7 percent in December, the lowest since 2008. The Los Angeles County's unemployment rate is 5.1 percent and the State's rate stands at 5.3 percent, which both are significantly down from a year ago. In December, the Federal Reserve raised its benchmark interest rate by a quarter-point, the second time in nearly a decade. This Fed's move is signaling that the U.S. economy is strong enough to raise rates again in 2017 to bring them closer to normal levels. In other economic news, the dollar rised significantly against other foreign currencies, crude oil kept stable, wages rose, and consumer spending continued rebounding. Many economists predicted a higher inflation environment in the next few years. The condition of the state budget depends on many volatile and unpredictable factors. The recent election results suggest some federal policy changes are likely. Federal policy changes could have a significant impact on the state's bottom line.

### **Local Economy**

The City's financial prospects, similar to the State's, continue to be strengthening and growing. Monterey Park's housing market continues showing a robust increase in single-family home prices due to its desirable location. House values are dictated by the location and the City expects the home values remain solid for 2017.

From the public sector perspective, economic development is an agency's ability or effort to seek to improve the economic well-being and quality of life for a community by creating and/or retaining jobs and supporting or growing the local tax base. On November 16, 2016, the City along with M&M Realty Partners had a ground breaking ceremony for the Monterey Park Market Place project. The Market Place, which is located along the Pomona Freeway, will be the largest commercial shopping center ever developed in the community. Grading activities for the proposed shopping center have already commenced and the City anticipates that some of the commercial tenants will be open for business in 2018. Some of the leases that have been executed include well known national and regional tenants such as Home Depot, Costco, In-N-Out, Starbucks, and Chick-fil-A.

There has also been interest by the hotel industry in establishing four new hotels along the North Atlantic Boulevard corridor to meet the growing demand for visitor accommodations in the greater San Gabriel Valley area. The City has approved entitlement applications for the development of a Courtyard by Marriott, a Double Tree, Best Western Plus and a boutique hotel along the North Atlantic Boulevard corridor totaling 664 new hotel rooms. Currently, the construction plans for both the Courtyard by Marriot and the Double Tree hotels have both

been submitted for review. Lastly, 77 units of the 80 residential units under construction by Olson Company have been sold. The City anticipates that this residential development project will be sold out by the first quarter of 2017.

### Monterey Park's Midyear Budget Review

The total 2016-17 adopted City budget, excluding the budget for the Monterey Park Successor Agency, totals \$89.6 million. It is a conservative and prudent spending plan, with a long-term planning focus and performance measurement linkage. The original budget reflected salary adjustments for non-safety units, the mandated State minimum wage increases in January 2017 and a \$5.8 million budget for capital improvements. There were several approved budget amendments during the July through December period, including \$8.3 million for the Centralized Groundwater Treatment System, \$183,100 for Potrero Grande street and Langley restrooms improvements, and \$305,000 for firefighter MOU adjustments.

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. After prioritizing many requests, staff is presenting the following budget amendment items listed in Table 1 for the City Council's approval. These requested items, totaled \$1,885,000 are proposed to be funded from the General Fund Capital Improvements Reserve (\$160,000), General Fund Unassigned Reserve (\$930,000), Water Fund (\$25,000), Sewer Fund (\$35,000), Refuse Fund (\$25,000), Shop Fund (\$10,000), and Technology Fund (\$700,000).

Midyear Requested Items (Table 1)			
Atlantic Light Pole Replacement	Light poles on Atlantic Blvd. to be replaced to sustain strong winds	\$50,000	GF
Langley Restrooms	Add'l funds for required ADA structural work	30,000	GF
City Yard Locker Room/Restrooms	Addt'l funds for required ADA structural work	10,000	GF
		10,000	Sewer
		10,000	Shop
Station 63 Vagabond Retaining Wall	Slope stabilization and sidewalk repair	70,000	GF
Utility Rates Study Consulting Services	Utility rates consulting services for the City's Water, Refuse, and Sewer rates study and a possible Prop 218 process in mid-2017.	25,000	Water
		25,000	Refuse
		25,000	Sewer
MOU Adjustments	Projected 2016-2017 MOU adjustments for POA, Police Captain, Police Mid-Management, Fire Division Chief bargaining units	430,000	GF
Workers' Compensation Supplement	Required transfer from GF Unassigned Reserve to Workers' Compensation Fund to supplement deficit positions	500,000	GF
New Financial System & Server (1)	Projected Software and Hardware costs for a new finance system and server upgrades	700,000	Technology
<b>Total Midyear Budget Amendment Requests</b>		<b>\$1,885,000</b>	

(1) Final contract costs will be presented for Council's approval in March.

In preparing for the 2017-2018 budget, the City continues striving to align expenses to key services, 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 adopted budget, including transfers, is \$40.6 million from which the City pays for services commonly associated with local government, specifically police and fire, library, parks, and public works services. The Midyear budget amendments reflect Council authorized and projected adjustments as well as two proposed reserve transfers. If the City Council approves the requested Midyear General Fund amendments and transfers, the final budget will be \$42.2 million for 2016-17.

### **General Fund Revenues**

The estimated net General Fund revenues, \$38.5 million, plus Council authorized a transfer from the General Fund reserve of \$2.5 million, total \$41 million for 2016-17. If the Council approves the proposed transfers from the General Fund Reserve, the final estimated total will be \$42.3 million. The recurring revenue estimates for 2017-18 are \$40.2 million, plus the 2nd year transfer of \$2.5 million for the Fire Station 62 construction. Table 2 below is a summary of General Fund revenues. The City assumes further growth in property and sales taxes, which account for an average of 55% of the net General Fund revenues, in comparison to 2016-17. The Property tax revenue continues to reflect the ABx1 26 residual property tax distributions from the County.

#### **General Fund Revenues**

(Table 2)

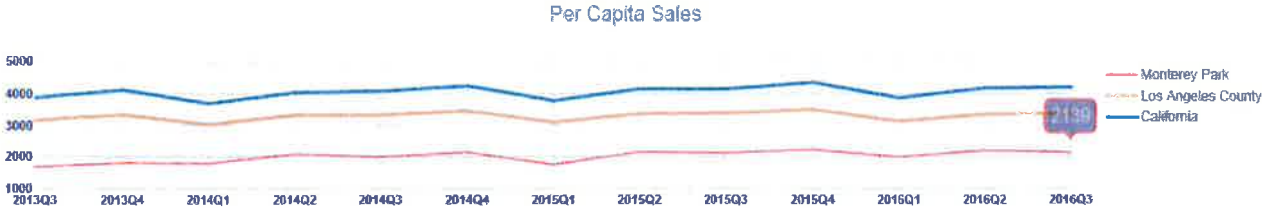
(Amounts in 000s)	2016-2017 Originally Approved	2016-2017 Estimated	2017-2018 Projected
Property Tax	\$15,640	\$15,781	\$16,271
Sales Tax	5,500	5,800	6,200
Utility Tax	3,330	3,250	3,330
Other Taxes	2,568	2,540	2,628
Licenses & Permits	2,718	2,390	3,083
Service Charges	5,591	5,831	5,794
Other Revenue	2,554	2,860	2,915
Transfer-CIP Reserve for Station 62	2,500	2,500	2,500
Transfer-CIP Reserve (Midyear CIPs)		160	
Transfer-Unassigned (MOUs, WC)		1,146	
<b>Total</b>	<b>\$40,401</b>	<b>\$42,258</b>	<b>\$42,721</b>

**Property Tax** Property tax is calculated based on the assessed value. Proposition 13 limited property taxes to 1 percent of a property's value and restricted the annual increases on assessed values. The City continues to receive the property residual distributions from the Successor Agency and the amount is approximately \$900,000.

The housing market continued on solid footing for 2016, with sales for the full year nationwide on track to be the best in years. A 3.5 percent growth is projected for the City's property tax for 2017-18, with the majority of the increase coming from the Proposition 13 annual inflation

adjustment, which accounted for 38% of all growth experienced in the City, and properties transfer of ownership as the real estate market continues to remain positive.

**Sales Tax** Sales tax is the second major source of revenue for the City. The City's sales tax provides around 14 percent of the City general fund revenues, vs. on average, around 30 percent for all cities and counties in California. The City continues lacking behind in sales tax revenues comparison to per capita sales for the State and the LA County.



The estimated sales tax revenue for 2016-17 is above target. However, retail sales over the Internet continue to drain significant sales tax revenues from local coffers. As for 2017-18, the City assumes a 6 percent sales tax increase as the economy continues to recovery as well as a small amount of sales tax is expected from the Market Place project.

**Utility Tax** The City's utility tax rates are 3% for residential and 5.5% for commercial users. The tax is applied to the consumption of gas, telephone, and electric services. The utility tax revenue from telephone services continues to decrease. The UUT revenue is projected to remain flat for 2017-18.

**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 conservatively projected to show a 6 percent increase for 2017-18 despite the new hotel developments.

**Licenses and Permits** The fees for licenses and permits are considered "regulatory." Business licenses are imposed for the privilege of conducting business within the City per Government Code §37101. For 2017-18, the City expects to have a 30% increase for construction permits due to major developments.

**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 2016-17 is about \$5.8 million due to strong plan check fees from hotel projects. The City expects plan check fees continue to be a strong revenue performer because of the Market Place development. Total combined revenue for fees and charges is expected to be approximately \$5.8 million for fiscal year 2017-18.

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 operations and services.

**Other Revenues** This category includes investment earnings, rents, fines, and various miscellaneous revenue accounts. The City continues investing funds primarily in the Los Angeles County Treasury Pool and certificates of deposit. However, investment earnings are reduced by City-absorbed merchant service charges due to various online credit card services for consumers. Other Revenues in Refunds and Rebates category reflect mainly for various reimbursements from insurance companies and State mandate cost reimbursement programs.

**General Fund Expenditures**

Throughout the fiscal year, the City Council may approve budget amendments that could not have been anticipated at the time the budget was adopted. The original adopted General Fund budget was \$40.6 million and the estimated net expenditures and transfers, including Council approved budget adjustments, are \$41.0 million. If the proposed one-time Midyear transfers are approved, the projected General Fund Budget would be \$42.0 million. Table 3 highlights the projected General Fund operating results, reflecting all approved supplemental and proposed Midyear amendments, for 2016-17.

**General Fund  
2016-17 Projected Operating Results**  
(Table 3)

<b>Net Revenues</b>	<b>\$ 38,452,000</b>
<i>Authorized Transfer - GF CIP Reserve for Fire Station 62</i>	<i>2,500,000</i>
<i>Proposed Transfer - GF Capital Improvements Reserve</i>	<i>160,000</i>
<i>Proposed Transfer - GF Unassigned Reserve for Safety MOU and Workers' Compensation Fund</i>	<i><u>646,000</u> <u>500,000</u></i>
<b>Total Revenues and Transfers<sup>(1)</sup></b>	<b><u>42,258,000</u></b>
<b>Original Adopted Budget</b>	<b>\$ 40,560,000</b>
<i>Council Approved CIP and Firefighter MOU</i>	<i>399,000</i>
<i>Pending Safety MOU Adjustments</i>	<i>430,000</i>
<i>Proposed Transfer for Capital Improvement Items</i>	<i>160,000</i>
<i>Proposed Transfer to Supplement Workers' Comp Fund</i>	<i><u>500,000</u></i>
<b>Total Budget with Amendments<sup>(2)</sup></b>	<b><u>42,049,000</u></b>
 <b>Projected General Fund Excess <sup>(1)</sup> - <sup>(2)</sup></b>	 <b><u>\$ 209,000</u></b>

The actual change to the fund balance cannot be determined until an audit is completed for fiscal year 2016-17. It is certain that if there is any excess General Fund budget, the excess amount will be put back into the General Fund Capital Improvement Reserve for future capital improvement projects.

## Proposed 2017-18 Budget

The projected expenditures and transfers for 2017-18 are \$42.7 million, an increase of 1.6 percent from the fiscal year 2016-17 adjusted budget. It reflects cost of living contingency labor expenditure for citywide MOUs, merit and CA minimum wage adjustments, operation cost adjustments, General Fund pension contributions, and the \$2.5 million General Fund CIP second-year transfer for the Fire Station 62 construction. Again, the City continues its conservative financial management practice to achieve a better fiscal result (Table 4).

### General Fund 2017-2018 Proposed Budget

(Table 4)

<i>Revenue and Transfer</i>	<b>\$ 42,721,000</b>
<i>Expenditures and Transfer</i>	<b>(42,702,000)</b>
<i>Projected General Fund Excess</i>	<b>\$ 19,000</b>

Table 5 below displays the projected operational cost increases, which will be incorporated into the 2017-18 Proposed Budget.

### General Fund 2017-2018 Projected Expenditure Changes and Transfers

(Table 5)

<i>Cost:</i>	<i>(\$140,000), City Clerk</i>
<i>Explanation:</i>	<i>Municipal election off-year</i>
<i>Cost:</i>	<i>\$1,480,000, Salaries</i>
<i>Explanation:</i>	<i>MOU &amp; minimum wage adjustments – citywide</i>
<i>Cost:</i>	<i>\$300,000, Salaries</i>
<i>Explanation:</i>	<i>Merit and medical benefits - citywide</i>
<i>Cost:</i>	<i>\$125,000, Supplies and Maintenance</i>
<i>Explanation:</i>	<i>3% increase in operating supplies and repairs &amp; maintenance services</i>
<i>Cost:</i>	<i>\$50,000, Utilities</i>
<i>Explanation:</i>	<i>3% increase in electricity, gas, and telephone services</i>
<i>Cost:</i>	<i>\$200,000, Contract and Professional Services</i>
<i>Explanation:</i>	<i>5% increase for service contracts per annual CPI adjustment</i>
<i>Cost:</i>	<i>\$227,000, Internal Service Funding</i>
<i>Explanation:</i>	<i>Operations and reserve to meet outstanding liabilities for the Workers' Compensation (+5%), Technology (+5%), Motor Pool (+3%), General Liability (+8%), and Separation Benefits (+2%) funds.</i>
<i>Cost:</i>	<i>\$2,100,000, GF Pension Contribution</i>
<i>Explanation:</i>	<i>GF on-going pension cost supplements</i>
<i>Cost:</i>	<i>\$2,500,000, 2nd Year GF CIP Transfer for Fire Station 62</i>
<i>Explanation:</i>	<i>GF CIP Reserve for Station 62 construction</i>

## General Fund Balance

The City follows the Governmental Accounting Standards Board (GASB) Statement No. 54 in reporting fund balances. At 6/30/2016, the total fund balance for the General Fund was \$23.3 million, which excluded nonspendable (\$742,000), restricted (\$78,799 Siemens proceeds), and carryover purchase orders (\$4.3 million for various GF funded capital projects). The unassigned fund balance represents General Fund funds that are available for any purpose. During July through December 2016, the Council authorized budget amendments for firefighter MOU adjustments and capital improvements for Langley restrooms and Potrero Grande street improvements. The General Fund reserves are projected as follows.

<i>(Amounts in 000s)</i>	<b>2015-2016</b>	<b>2016-2017</b>	<b>2017-2018</b>
	<b>Actual</b>	<b>Projected</b>	<b>Projected</b>
Unassigned - Operations	\$ 4,554	\$ 3,408 <sup>(4)</sup>	\$ 3,408
Assigned - Capital Improvements	7,268	4,608 <sup>(3)</sup>	2,128 <sup>(5)</sup>
Assigned - EE Parking Lot	530	530	530
Committed - Economic Dev.	5,639 <sup>(2)</sup>	5,639	5,639
Committed - Catastrophic Events	2,340	2,340	2,340
Committed - Working Capital	3,000	3,000	3,000
<b>Total <sup>(1)</sup></b>	<b>\$ 23,331</b>	<b>\$ 19,525</b>	<b>\$ 17,045</b>

- 1) Total excludes nonspendable (\$742,000 loan to PSIF and Park Facility), restricted (\$78,799 Siemens proceeds), and carryover purchase orders (\$4.25 million).
- 2) The 2002 TI Bonds proceeds can only be used for street improvements at the Market Place project area.
- 3) Amount is decreased by \$2.5 million for the Fire Station 62 and \$160,000 for the anticipated 2016-17 Midyear CIP proposed items.
- 4) Amount is decreased by \$1,146,079 for Midyear proposed two transfers: Workers' Compensation, \$500,000 and Safety MOU implementations, \$646,079.
- 5) Amount is decreased by the 2nd year transfer of \$2.5 million for the Fire Station 62 construction.

## 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 revenue funds, internal service funds, and enterprise funds due to fiscal impacts. Analyzing and understanding broad other City's funding resources supports our decision criteria for allocations of resources among key public services.

## Enterprise Funds

The City has four Enterprise Funds: Water Operation, Water Treatment, Refuse, and Sewer. The City uses enterprise funds to provide a broad range of enterprise services, such as water supply, treatment and distribution, wastewater collection, and trash collection, disposal and recycling. All of these services are required to be in compliance with federal, state, and local regulations.

In October 2016, the City continued implementing new rates for water, sewer, and trash services. Revenue increases are being requested to make investments to improve water quality, comply with new water treatment and environmental regulations. Customer conservation and the drought have led to reduced sales revenue for the City's Water Funds. The City is not alone in seeing decreased water usage consumptions. From one perspective, the trend in reduced water usage can be viewed as a huge success in efforts to increase water efficiency; however, our water pricing is under the consumption-based rate system and the revenue inadequacy would have a significant negative impact on both the City's operations and infrastructure improvements. The current water revenues cannot sustain new infrastructure investments, higher depreciation, higher costs for purchased water, higher operating and maintenance costs, information technology, and laboratory costs.

The City imports water from the San Gabriel Valley Municipal Water District (SGVMWD). 2015-2016, the assessment charge was over \$1 million and this charge would have a 14% increase for 2016-17, and another 12% increase for 2017-18. In addition, each compound annual increase rate will result much higher assessment charges for the City.

The City reviews rates at least annually. During the annual financial statement audit for 2015-16, the City auditors noted that the full cost of water fund operations was not accurately reported due to the suspension of certain budgeted indirect cost charges. Those insufficient indirect cost charges were absorbed by the General Fund. The auditors strongly recommended that city management should record the indirect costs as planned since each enterprise fund must be reported in a full cost accounting and not be supplemented, specifically, by the City General Fund.

In many respects, enterprise functions, such as water, sewer, and trash services, are more analogous to private businesses than other governmental activities. Each fund must ensure that its fee structure is maintained at a level sufficient to meet on-going operating, debt service, and capital improvement costs. In addition, the City is required to maintain a reasonable reserve level for debt service covenant compliance. Staff will continue monitoring the funding development and report to the Council at our 2017-18 budget hearing. In the meantime, the City plans to hire a professional firm to evaluate the current utility rates in mid-2017.

### **Internal Service Funds**

The City maintains six distinct 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, including the cost of the fixed assets used in providing the goods or services. 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 are not being charged their proportionate share of costs. This is the case of the City's Workers' Compensation Fund which has a \$2.5 million deficit net position. After completing the annual financial statement audit, the City's auditors urged the City to find ways to cure the negative position. Presenting a deficit is not consistent with the objectives of an Internal Service Fund in which

revenues should equal expenses. Therefore, staff is requesting a Midyear transfer of \$500,000 from the General Fund unassigned reserve to supplement the Workers' Compensation deficit position. Substantial increases or transfers in the future are unavoidable to bring the fund to a positive net position.

For 2017-18, internal service funds' charges are: Workers' Compensation (+5%), Motor Pool (+3%), Technology (+5%), Separation Benefits (+2%), General Liability (+8%), 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 up its negative cash position due to several major claims. In addition, the Technology Fund is projected to result in minimum cash on hand after funding the replacement of the City's new financial system and server upgrades.

**Retirement Fund**

The issue of public pensions includes a complex web of policy, fiscal and legal concerns. The Miscellaneous Plan's net investment income was drastically dropped from \$12.4 million in 2014 to \$436,000 in 2016, as well as the change in the plan funding level from 73.12% to 69.15%. The investment income for our Safety Plan was also dropped from \$21.0 million in 2014 to \$694,000 in 2016 and the funding level changed from 79.09% to 72.86%.

In December, the CalPERS Board voted to lower the discount rate from 7.5 percent to 7.0 percent over the next three years. The rate changes will be done incrementally in three years: 7.375% in FY2017-18; 7.25% in FY2018-19; 7.0% in FY2019-20. Lowering the discount rate means that the City pays higher contribution costs for its annual normal costs and unfunded actuarial liabilities. It is a certainty that the City's pension contribution rates will continue increasing significantly in the next five years. Table 6 below illustrates the projected cost impact for the first (7.375%) of the three new discount rates.

<b>CalPERS Pension Investment Return Rates Change Impact to the City</b>			
<i>(Table 6)</i>			
<b>Plan</b>	<b>Normal Cost (1) Normal Cost Projected Increases</b>	<b>Unfunded Liabilities (2) Unfunded Liabilities Increases</b>	<b>Total Additional Pension Costs 2018-2019</b>
<b>Miscellaneous</b>	<b>255,000</b>	<b>817,097</b>	<b>1,072,097</b>
<b>Safety</b>	<b>455,000</b>	<b>971,350</b>	<b>1,426,350</b>
	<b>\$710,000</b>	<b>\$1,788,447</b>	<b>\$2,498,447</b>
<i>(1) 1% to 3% of normal cost as a percent of payroll for the City's MISC Plan and a 2% to 5% increase for the City's Safety Plan.</i>			
<i>(2) A 30 to 40 percent increase in the current unfunded accrued liability payments.</i>			

Pension obligations are a long-term liability, and pension funding decisions should be viewed in the same light. The three-year reduction of the discount rate will definitively result in increased pension costs. As a result, the City needs now to plan for big contribution increases in order to ease its budgeting burden.

The City continues following the guidance of the City Council and implements unfunded liability reduction plans, including making a prepayment at the beginning of each fiscal year and using savings generated from the prepayment action to further pay down the unfunded liability. This one-time contribution to CalPERS reduces the City's unfunded liability and also saves the City the 7.5 percent interest that it is required to be paid on that liability. Aside from responsible budget planning, another option is to establish a "prefunding" account, considering a Section 115 trust, for pension rate stabilization to mitigate pension investment volatility.

Achieving sustainability is increasing overtime, especially that the pension reform starts gradually to take hold. More than 57 full-time employees are currently under the (PEPRA) new pension reform tier. More importantly, the City and all City employees work as partners to meet the funding challenges, which all full-time employees pay 100% of the employee contributions. Table 7 below depicts the projected annual collections as well as the required General Fund contributions for the next four years.

<b>Retirement Fund</b>					
(Table 7)					
<i>(Amounts in 000s)</i>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>
<b>Beginning Fund Balance</b>	\$ 1,503	\$ 1,625	\$ 1,220	\$ (954)	\$ (3,440)
<b>Retirement Fund Rev</b>	6,826	6,986	7,196	7,412	7,634
<b>GF Contribution</b>	2,100	2,100	2,600	3,500	3,800
<b>Total Sources</b>	----- 8,926	----- 9,086	----- 9,796	----- 10,912	----- 11,434
<b>Expenditures</b>	----- 8,804	----- 9,491	----- 11,970	----- 13,400	----- 14,718
<b>Ending Fund Balance</b>	----- 1,625 =====	----- 1,220 =====	----- (954) =====	----- (3,440) =====	----- (6,724) =====

*Note: Starting 2018-19, the City might require more GF contributions to cure the deficit retirement fund.*

### **Other Key Issues - Affordable Care Act Reporting Requirement**

To comply with IRS Sec. 6056, the City is required to file new health care information returns (1094-C) on or before February 29, 2017 for the 2016 calendar year and also must furnish employee statements (1095-C) to employees on or before February 1, 2017. Stiff penalty will be imposed if it's a non-compliance.

The City continues performing ACA reporting compliance to ensure minimum essential coverage be offered to the employee and his/her spouse and dependents. Staff has met the 2016 reporting compliance ahead of the required IRS deadlines.

## **In Closing**

Over the course of the past ten years, the nation experienced a tumultuous economic crisis. Ten years offered a painful lesson and some really good perspective. We learned that transparency and conservative fiscal management is the vital key to safeguard the City for future uncertainty.

Our City, as many local governments, is typically at the forefront in providing basic day-to-day services, such as enforcing the law, putting out fires, delivering clean water, safely disposing of sewage, promoting local businesses, and maintaining local roads. It matters for citizens to understand how the City is funded, and how well it is funded in order to carry out the City's mission and services to the community. While the City continues aggressively and proactively developing and implementing plans that will keep us fiscally responsive and as financially healthy as possible, we, the City Council and all City employees, are 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 2017-2018 Budget. The midyear projections offer an important glimpse of a balanced 2017-2018 budget, but the actual work on crafting the City's spending plan generally doesn't begin until all data is received in April. We continue to follow the Council's directions to remain fiscally responsible, which means having stable revenues to continue maintenance on City's roads and streets, rehabilitate much needed infrastructure, support local businesses, and promote economic developments.

Respectfully,

A handwritten signature in blue ink, appearing to read 'Ron Bow', is written over a horizontal line.

Ron Bow  
Interim City Manager

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual 2015-2016	Estimated 2016-2017	Estimated Actual 2016-2017	Estimated 2017-2018
<b><i>General Fund</i></b>					
<b>Property Taxes:</b>					
Current Secured	0010- 01010	13,431,357	14,210,000	14,310,000	14,800,000
Residual Property Tax Dist.	01015	1,467,574	900,000	900,000	900,000
Current Unsecured	01020	269,040	280,000	280,000	280,000
Homeowner Exemption	01030	55,458	62,000	62,000	62,000
Prior Year Secured	01110	163,582	125,000	166,000	166,000
Prior Year Unsecured	01120	33,316	20,000	20,000	20,000
Interest & Penalties	01200	31,093	43,000	43,000	43,000
<b>Total Property Taxes</b>		<b>15,451,422</b>	<b>15,640,000</b>	<b>15,781,000</b>	<b>16,271,000</b>
<b>Other Taxes:</b>					
Admission Tax	01400	5,000	7,500	5,000	7,500
Sales Tax	01500	6,427,211	5,500,000	5,800,000	6,200,000
Transient Tax	01550	1,248,578	1,340,000	1,300,000	1,380,000
Franchise Tax	01600	992,615	990,000	985,000	990,000
Transfer Tax	01800	280,845	230,000	250,000	250,000
Utility Users Tax	01900	3,212,890	3,330,000	3,250,000	3,300,000
Vehicle In-lieu Tax	04410	25,041			
<b>Total Other Taxes</b>		<b>12,192,180</b>	<b>11,397,500</b>	<b>11,590,000</b>	<b>12,127,500</b>
<b>Licenses &amp; Permits:</b>					
<b>Licenses:</b>					
Business Licenses	02010	1,052,086	1,100,000	1,100,000	1,200,000
Business Lic Processing Fees	02020	2,088	4,000	3,700	4,000
Tobacco Retailer Lic Fees	02025	1,760	1,600	1,800	1,800
Dog Licenses Regular	02410/02430	61,082			
Dog Licenses Altered	02420/02450/02460	35,783			
<b>Total Licenses</b>		<b>1,152,798</b>	<b>1,105,600</b>	<b>1,105,500</b>	<b>1,205,800</b>

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual 2015-2016	Estimated 2016-2017	Estimated Actual 2016-2017	Estimated 2017-2018
<b>Construction Permits:</b>					
Building Permits	02500	815,535	1,200,000	900,000	1,400,000
Electrical Permits	02600	191,206	180,000	160,000	200,000
Plumbing Permits	02700	108,283	110,000	100,000	130,000
Mechanical Permits	02900	92,204	90,000	80,000	110,000
<b>Total Construction Permits</b>		<b>1,207,229</b>	<b>1,580,000</b>	<b>1,240,000</b>	<b>1,840,000</b>
<b>Other Permits:</b>					
Firework Permits	03540	4,800	4,800	4,800	5,000
Yard Sale Permits	03550	2,784	1,900	2,800	2,800
Misc Permits	03590	55,731	22,000	32,000	25,000
Parking Permits	03650	4,101	3,000	3,000	3,000
Banner Permits	06290	1,453	800	1,500	1,800
<b>Total Other Permits</b>		<b>68,869</b>	<b>32,500</b>	<b>44,100</b>	<b>37,600</b>
<b>Total Licenses &amp; Permits</b>		<b>2,428,896</b>	<b>2,718,100</b>	<b>2,389,600</b>	<b>3,083,400</b>
<b>Fines:</b>					
Traffic Fines	03580	237,248	230,000	230,000	230,000
Court Fines	03600	3,401	20,000	1,500	5,000
Parking Fines	03620/03630	402,728	420,000	380,000	420,000
<b>Total Court and Traffic Fines</b>		<b>643,378</b>	<b>670,000</b>	<b>611,500</b>	<b>655,000</b>
<b>Use of Money &amp; Property:</b>					
Interest Income	03700/03750	514,509	400,000	500,000	550,000
Golf Course Rental	03800	132,037	135,000	135,000	135,000
MetroPCS (3500 Ramona)	03870	27,099	41,699	41,699	41,699
T-Mobile Rental (Fire Station 3)	03880	35,205	32,804	32,804	32,804
AT&T Rental (Fire Station 3)	03890	31,848	32,804	32,804	32,804
T-Mobile Rental (Sierra Vista)	03930	40,317	41,326	41,326	41,326
Nextel Rental (Ramona Blvd.)	03940	492			
Acosta Grower (Delta & Fox Sites)	03960	16,830	14,268	11,000	
Specialty Restaurants	03970	230,629	180,000	230,000	232,000
Sublease Rent - SMSA (Pac Bell)	03980	10,161	11,460	11,460	11,460

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual 2015-2016	Estimated 2016-2017	Estimated Actual 2016-2017	Estimated 2017-2018
Sublease Rent - Cox Communication	03990	6,990	7,702	7,702	7,702
<b>Total Use of Money &amp; Property</b>		<b>1,046,119</b>	<b>897,063</b>	<b>1,043,795</b>	<b>1,084,795</b>
<b>Charges for Services:</b>					
<b>Police Services:</b>					
Witness Fees	03610	8,537	5,500	3,500	4,000
Prisoner Housing	03640	83,484	60,000	75,000	75,000
Vehicle Release	03670	64,586	66,000	62,000	66,000
DUI Recovery	03680	47,266	52,000	45,000	48,000
Fingerprint	06390/03710	16,094	17,000	12,000	13,500
Correction Notices	03720	6,530	4,500	6,000	6,000
Prisoner Booking Fees	03730/03760		400		
Police Report	05990	5,201	3,600	3,800	3,800
Burglar Alarm	06400	38,483	30,000	30,000	30,000
Court Restitutions	06405	13		456	
<b>Total Police Services</b>		<b>270,194</b>	<b>239,000</b>	<b>237,756</b>	<b>246,300</b>
<b>Fire Services:</b>					
Fire Report Copy	06050	510	400	500	500
Fire Inspection	06320	143,660	120,000	135,000	135,000
Fire Plan Checks & Permits	06330/06340	144,662	150,000	142,000	145,000
Fire Response/Admin Citation	06350/06240	7,829	8,300	15,000	15,000
Business Fire Safety Inspection	06370	52,862	40,000	48,000	48,000
Ind Waste Permit/Inspection	06850	134,961	110,000	130,000	130,000
Ambulance Subscription	07950	93,115	93,000	94,000	94,000
Ambulance Transport	07960	1,066,395	1,050,000	1,050,000	1,060,000
<b>Total Fire Services</b>		<b>1,643,994</b>	<b>1,571,700</b>	<b>1,614,500</b>	<b>1,627,500</b>
<b>Community Development:</b>					
Plan Check	06100	1,002,262	1,200,000	1,400,000	1,200,000
Comm Prop Insp	06120	92,538	55,000	77,000	85,000
Home Occup Insp	06150/06160	16,732	16,000	16,000	16,000
Zoning	06200	105,014	80,000	50,000	60,000
Admin Citation - Code Compliance	06220/06130	30,229	35,000	20,000	30,000

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual 2015-2016	Estimated 2016-2017	Estimated Actual 2016-2017	Estimated 2017-2018
Design Review	06250	16,900	20,000	20,000	22,000
Special Inspection	06450	4,504	3,200	4,800	5,000
Shopping Cart Plan Review	06451		1,260		1,260
<b>Total Community Development Fees</b>		<b>1,268,179</b>	<b>1,410,460</b>	<b>1,587,800</b>	<b>1,419,260</b>
<b>Public Works Fees:</b>					
Comm. Franchise in lieu fee	01610	131,283	142,000	130,000	135,000
Street Excavation	02910	9,313	12,000	12,000	12,000
Sewer Permits	02920		236		236
Driveway/Sidewalk	02930	3,512	3,200	3,000	3,500
Housemoving Permits	03520	3,288	1,800	3,950	3,000
Sale of Maps/Plans	06000/06010	1,359	1,600	500	1,400
Newsrack Permits	06710		1,500		1,000
Address Change	06140	3,875	3,100	3,100	3,100
Admin Citation - Public Works	06230	400	400	400	400
Engr Inspection	06210/06300	40,467	55,000	50,000	60,000
Engr Plan Check	06700	99,007	140,000	150,000	150,000
Rest Interceptor Inspect	06900	495			
Soil Review	06910	28,070	12,000	20,000	20,000
CNG Fuel Sales	06940	13,562	12,000	25,000	25,000
<b>Total Public Works Fees</b>		<b>334,631</b>	<b>384,836</b>	<b>397,950</b>	<b>414,636</b>
<b>Library Fees:</b>					
Library Fines	07410	19,871	20,000	19,000	20,000
Audio Visual	07420	3,438	4,200	4,000	4,000
Lost Books	07430	2,171	2,000	1,800	2,000
Misc Library Revenue	07460	1,636	50	50	100
Card Replacement	07480	2,004	2,000	2,000	2,000
Damaged Items	07490	461	500	400	500
<b>Total Library Fees</b>		<b>29,580</b>	<b>28,750</b>	<b>27,250</b>	<b>28,600</b>
<b>Recreation / Community Services Fees:</b>					
Rec. Facilities / Service Clubhouse	04020	106,756	70,000	115,000	115,000
Rec Registration	06090	23,497	35,000	19,000	25,000
Picnic Reservation	07050	30,756	25,000	29,000	26,000
Aquatics	07090	29,885	26,000	26,000	26,000

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual 2015-2016	Estimated 2016-2017	Estimated Actual 2016-2017	Estimated 2017-2018
Child Care	07150	188,008	178,000	180,000	180,000
Barnes Pool Admission	07610	13,951	12,000	13,200	13,000
Elder Pool Admission	07620	6,126	5,800	8,200	7,000
Swim Lessons	07630	88,775	81,000	84,000	82,000
Barnes & Elder Pool Rental	07640	54,442	45,000	45,000	45,000
Langley Activity	08025	59,603	55,000	51,000	55,000
Rec Registration	0159-06090	34,602	40,000	35,000	35,000
Summer Programs	0159-07010	27,073	52,000	33,000	35,000
Fall Programs	0159-07020	40,628	40,000	40,000	40,000
Winter Programs	0159-07030	38,910	43,000	40,000	40,000
Spring Programs	0159-07040	10,749	30,000	25,000	25,000
Adult Leagues	0159-07100	17,352	7,800	11,000	11,000
<b>Total Recreation / Community Services Fees</b>		<b>771,113</b>	<b>745,600</b>	<b>754,400</b>	<b>760,000</b>
<b>Administrative Charges:</b>					
From City Funds	06020	1,150,000	1,208,000	1,208,000	1,208,000
<b>Total Administrative Charges</b>		<b>1,150,000</b>	<b>1,208,000</b>	<b>1,208,000</b>	<b>1,208,000</b>
<b>Other Services:</b>					
City Clerk Research/Public Record	06040	528	500	500	500
Returned Check Fee	08150	2,725	2,500	2,500	2,500
ELAC Special Event	09210	12,783			
<b>Total Other Services</b>		<b>16,036</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>
<b>Total Charges for Services</b>		<b>5,483,727</b>	<b>5,591,346</b>	<b>5,830,656</b>	<b>5,707,296</b>
<b>Other Revenue:</b>					
Surplus Property Sale	04000	2,506	15,000	5,000	5,000
Refunds/Rebates	08100	501,010	350,000	250,000	250,000
Misc Revenue	07530/08200/ 09203/09200/ 09202	366	1,800	200	200
Street Maintenance - Water	08155	900,000	950,000	950,000	950,000
<b>Total Other Revenue</b>		<b>1,403,882</b>	<b>1,316,800</b>	<b>1,205,200</b>	<b>1,205,200</b>

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual 2015-2016	Estimated 2016-2017	Estimated Actual 2016-2017	Estimated 2017-2018
<i>Total General Fund</i>		<u>38,649,603</u>	<u>38,230,809</u>	<u>38,451,751</u>	<u>40,134,191</u>
<i>Special Revenue Funds</i>					
<b>Retirement Fund - 0012</b>					
<b>Property Taxes:</b>					
Current Secured	01010	5,436,272	5,350,000	5,500,000	5,638,000
Pension Override	01015	1,088,555	1,100,000	1,100,000	1,122,000
Current Unsecured	01020	73,091	85,000	75,000	75,000
Homeowner Exemption	01030	55,830	55,000	55,000	55,000
Prior Year Secured	01110	116,283	67,000	80,000	80,000
Prior Year Unsecured	01120	4,333	5,000	5,000	5,000
Interest & Penalties	01200/03750	9,840	12,000	11,000	11,000
General Fund Supplement for Pension	01300	2,200,000	2,100,000	2,100,000	2,100,000
<b>Total Retirement Fund</b>		<u>8,984,204</u>	<u>8,774,000</u>	<u>8,926,000</u>	<u>9,086,000</u>
<b>State Gas Tax Funds - 0022</b>					
<b>Gas Tax:</b>					
Section 2103 (Prop 42 Replacement)	0022- 04530	318,815	146,383	150,514	152,000
Section 2105	0022- 04540	348,453	387,600	355,000	365,000
Section 2106	0022- 04500	209,149	194,000	214,000	214,000
Section 2107	0022- 04510	453,733	538,300	538,279	538,279
Section 2107.5	0022- 04520	7,500	7,500	7,500	7,500
Interest Income	0022- 03700	13,937	7,300	7,300	7,300
SB 821 Bikeway	0023- 05400	135,640	40,000	40,000	40,000
<b>Total Gas Tax Fund</b>		<u>1,487,226</u>	<u>1,321,083</u>	<u>1,312,593</u>	<u>1,324,079</u>
<b>Park Facility Fund - 0070</b>					
Park Facilities Fees	09000	74,156	300,000	50,000	100,000
<b>Proposition A Fund - 0109</b>					
Proposition A Local Return	05400	1,115,090	1,137,000	1,137,000	1,137,000
Proposition A Incentive Program	05430	109,161	110,000	110,000	110,000
Bus Fares/Tap Card	07680	78,626	66,000	66,000	66,000
Langley Tap Card Sales	07685	33,088	45,000	35,000	35,000

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual 2015-2016	Estimated 2016-2017	Estimated Actual 2016-2017	Estimated 2017-2018
Interest Income	03700	16,715	9,000	9,000	9,000
<b>Total Proposition A Fund</b>		<b>1,352,681</b>	<b>1,367,000</b>	<b>1,357,000</b>	<b>1,357,000</b>
<b>Measure R Fund - 0110</b>					
Measure R	05400	694,123	707,000	707,000	707,000
Interest Income	03700	9,844	4,500	10,000	10,000
<b>Total Measure R</b>		<b>703,967</b>	<b>711,500</b>	<b>717,000</b>	<b>717,000</b>
<b>Proposition C Fund - 0166</b>					
Interest Income	03700	6,270	5,000	6,500	7,000
<b>Total Proposition C</b>		<b>932,981</b>	<b>945,000</b>	<b>946,500</b>	<b>949,000</b>
<b>Asset Forfeiture Fund - 0160</b>					
Asset Forfeiture-Justice	03690	29,580	15,000	15,000	15,000
Interest Income	03700	6,377	1,500	5,000	2,500
Asset Forfeiture-Treasury	03770	584,466	250,000	250,000	250,000
Asset Forfeiture-State	03780	46,364	15,000	15,000	15,000
Misc Revenues	08100				
<b>Total Asset Forfeiture Fund</b>		<b>666,787</b>	<b>281,500</b>	<b>285,000</b>	<b>282,500</b>
<b>Business Improvement Fund - 0077</b>					
Business Improvement Fees	02110	67,303	68,000	68,000	71,400
Interest Income	03700	1,356	300	1,200	1,000
<b>Total Business Improvement</b>		<b>68,660</b>	<b>68,300</b>	<b>69,200</b>	<b>72,400</b>
<b>Air Quality Improvement Fund - 0165</b>					
Air Quality Allocation	05400	77,817	77,000	80,000	80,000
Interest Income	03700	1,707	1,000	1,500	1,500
<b>Total Air Quality Improvement</b>		<b>79,524</b>	<b>78,000</b>	<b>81,500</b>	<b>81,500</b>

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual 2015-2016	Estimated 2016-2017	Estimated Actual 2016-2017	Estimated 2017-2018
<b>Maint. District -1972 Act - 0176</b>					
Special Assessment	01060	970,994	983,000	978,000	983,000
<b>Library Tax Fund - 0131</b>					
Library Tax	01060	501,071	506,000	502,000	503,000
Interest Income	03700	397	300	300	300
<b>Total Library Tax Fund</b>		<b>501,468</b>	<b>506,300</b>	<b>502,300</b>	<b>503,300</b>
<b>Public Safety Augmentation Fund - 0182</b>					
Sales Tax Public Safety Augmentation	01510	663,701	660,000	665,000	670,000
<b>Public Safety Impact Fund - 0071</b>					
Public Safety Impact Fee	03570/08100	434,091	450,000	300,000	450,000
<b>Total Public Safety Impact Fee</b>		<b>434,091</b>	<b>450,000</b>	<b>300,000</b>	<b>450,000</b>
<b>CERCLA Liability Fund - 0203</b>					
CERCLA Fees	06950	131,246	133,000	131,000	132,000
Interest Income	03700	4,136	3,000	3,500	4,000
<b>Total CERCLA Liability</b>		<b>135,382</b>	<b>136,000</b>	<b>134,500</b>	<b>136,000</b>
<b>Housing Program Fund - 0880</b>					
SERAF Payment	01017		68,671	137,342	137,342
Interest Income	03700	7,681			
Rental Income-534 N. Chandler	05455	(456)			
Other Revenue	07530	395			
Refunds and Rebates (Loan Payment)	08100				
<b>Total Housing Program Fund - 0880</b>		<b>7,621</b>	<b>68,671</b>	<b>137,342</b>	<b>137,342</b>

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual 2015-2016	Estimated 2016-2017	Estimated Actual 2016-2017	Estimated 2017-2018
<b>Grants Fund</b>					
<b>Library Grants:</b>					
Literacy and Civics Ed. Grant	0142- 05400	93,026	94,100	94,100	94,100
Cal Literacy Grant	0163- 03700/05400	36,599	36,599	36,599	36,599
Literacy Trust Grant	0445- 05400	778	18,000	18,000	18,000
Library Broadband Proj Grant	0451- 05400	27,074			
Library Building Trust Grant	0411- 05400		28,410	28,410	25,000
<b>Total Library Grants</b>		<b>157,477</b>	<b>177,109</b>	<b>177,109</b>	<b>173,699</b>
<b>Recreation Grants:</b>					
Park Discretionary (Maint.)	0178- 05400	61,061	58,815	58,815	58,815
LA County Open Space Grant	0501- 05400	167,175			
LA Astronomical Society Grant	0502- 03700/05400	51			
LA County Needs Assessment Grant	0503- 05400	2,500			
<b>Total Parks &amp; Rec Grants</b>		<b>230,787</b>	<b>58,815</b>	<b>58,815</b>	<b>58,815</b>
<b>Police Grants:</b>					
STC Grant	0132- 05400	5,720	6,050	6,050	6,050
POST Grant	0136- 04500	40,377	35,000	35,000	35,000
Interest Income	0192- 03700	754			
State - COPS	0192- 05400	114,618	103,922	103,922	104,000
Bullet Proof Vest Grant	0229- 05400	4,976	4,365	4,365	4,000
AB109 Task Force Grant	0306- 03700/05400	202,040			
Selective Traffic Enforcement Prog	0335- 05400	52,683			
Selective Traffic Enforcement Prog (2)	0337- 05400	117,621	36,000	36,000	71,000
Selective Traffic Enforcement Prog (3)	0338- 05400		171,000	100,000	71,000
<b>Total Police Grants</b>		<b>538,789</b>	<b>356,337</b>	<b>285,337</b>	<b>291,050</b>

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual 2015-2016	Estimated 2016-2017	Estimated Actual 2016-2017	Estimated 2017-2018
<b>Engineering/Parks Grants:</b>					
Used Oil Recycling Grant	0184- 03700/05400	28,782	28,565	28,565	28,565
Beverage Container Recycling	0214- 03700/05400	16,988	16,487	15,960	15,960
Used Oil Competitive Grant (14/15)	0264- 05400	116,630			
Rubberized Pavement Grant	0421- 05400		45,000	45,000	45,000
Tree Planting County Grant	0448- 05400	5,488			
<b>Total Engineering Grants</b>		<b>167,887</b>	<b>90,052</b>	<b>89,525</b>	<b>89,525</b>
<b>Transportation Grants:</b>					
Surface Transportation Program (STP-L)	0175- 05400	186	182,646	182,646	
Air Quality Investment Program	0233- 03700/07680	735			
Safetea-Lu	0342- 05400				
MTA Clean Fuel Bus Grant	0443- 05400	274,146	497,322	497,322	
CNG Fueling System Grant	0444- 05400	180,690			
MTA S. Garfield Transit Village Plan	0447- 05400	37,293			
CMAQ Bus Shelters Grant	0452- 05400	188,580			
CEC Fueling System Grant	0453- 05400	300,000			
Public Fleet Pilot Proj Grant	0455- 05400	10,000			
MTA Monterey Pass Bike Grant	0455- 05400				163,048
		<b>991,631</b>	<b>679,968</b>	<b>679,968</b>	<b>163,048</b>
<b>Water Grants:</b>					
Integrated Regional Water Mgmt Grant	0510- 05400		500,000	250,000	3,630,000
			<b>500,000</b>	<b>250,000</b>	<b>3,630,000</b>
<b>Fire Grants:</b>					
ELAC Instructional Serv Program	0349- 05400	56,100	40,000	40,000	40,000
Urban Area Security Initiative-2015	0464- 05400				
Ground Emergency Medical Transport	0465- 05400	105,895	90,000	90,000	80,000
<b>Total Fire Grants</b>		<b>161,995</b>	<b>130,000</b>	<b>130,000</b>	<b>120,000</b>
<b>HUD Grants:</b>					
CDBG	0169- 05400	455,947	522,652	522,652	500,000
HOME Fund	0152- 05400/ 03700/05450/52/53/54/55	429,352 35,215	245,312	245,312	246,000

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual 2015-2016	Estimated 2016-2017	Estimated Actual 2016-2017	Estimated 2017-2018
EDI Grant/Interest Income	0211- 03700	4,005	3,000	3,200	3,500
<b>Total HUD Grants</b>		<b>924,519</b>	<b>770,964</b>	<b>771,164</b>	<b>749,500</b>
<b>Other Special Grants (Trust Funds):</b>					
Maintenance Grant (0075)	0344- 05400	71,221	75,000	75,000	75,000
Video Serv Franchise Trust (0075)	0351- 05400		63,291	63,291	63,000
Gen Plan Review Trust	0352- 05400	34,121	34,552	34,552	35,000
Passport Trust Grant (0075)	0415- 05400				
Records Management Fee Trust (0075)	0442- 05400	27,759	15,839	15,839	16,000
<b>Total Other Special Grants</b>		<b>133,101</b>	<b>188,682</b>	<b>188,682</b>	<b>189,000</b>
<b>Total Grant Funds</b>		<b>3,306,186</b>	<b>2,951,927</b>	<b>2,630,600</b>	<b>5,464,637</b>
<b>Total Special Revenue Funds</b>		<b>20,369,631</b>	<b>19,602,281</b>	<b>19,092,535</b>	<b>22,313,758</b>
<b>Enterprise Funds</b>					
<b>Sewer Fund - 0042</b>					
Sewer Reconstruction Fee	01000	1,785	1,785	1,000	1,000
Sewer Revenue	05200	2,671,800	2,580,000	2,670,000	2,750,000
<b>Total Sewer Fund</b>		<b>2,673,585</b>	<b>2,581,785</b>	<b>2,671,000</b>	<b>2,751,000</b>
<b>Refuse Fund - 0043</b>					
Refuse Charges	05300/05350	6,605,332	7,100,000	6,600,000	7,000,000
Waste Mgmt Surcharge	05360	348,399	365,000	350,000	360,000
Refunds & Rebates	08100	872			
<b>Total Refuse Fund</b>		<b>6,954,602</b>	<b>7,465,000</b>	<b>6,950,000</b>	<b>7,360,000</b>
<b>Water Fund</b>					
<b>Water Operation Fund:</b>					
Interest Income	0092- 03750	657			

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual 2015-2016	Estimated 2016-2017	Estimated Actual 2016-2017	Estimated 2017-2018
Sales of Surplus Property	0092- 04000	1,170		7,000	3,000
Water Sales	0092- 07510	8,418,666	9,500,000	9,100,000	9,600,000
Connection Fee	0092- 07550	97,507	120,000	80,000	100,000
Meter Installation	0092- 07520	133,583	172,000	132,000	170,000
Other Revenue	0092- 07530/7540	211,794	170,000	55,000	55,000
<b>Total Water Operation Fund</b>		<b>8,863,377</b>	<b>9,962,000</b>	<b>9,374,000</b>	<b>9,928,000</b>
<b>Water Treatment Fund:</b>					
Water Treatment Surcharge	0093- 07590	3,559,149	3,500,000	3,600,000	3,900,000
WQA EPA Settlement	0093- 07575	1,599,252	1,000,000	1,400,000	1,250,000
Capital Fee	0093- 07550	150			
<b>Total Water Treatment Fund</b>		<b>5,158,551</b>	<b>4,500,000</b>	<b>5,000,000</b>	<b>5,150,000</b>
<b>Total Enterprise Funds</b>		<b>23,650,115</b>	<b>24,508,785</b>	<b>23,995,000</b>	<b>25,189,000</b>
<b><u>Internal Services Funds</u></b>					
<b>Auto Shop Fund - 0060</b>					
Refunds & Rebates	08100/04000	3,948		1,700	2,000
Vehicle Charges	08700	1,799,903	1,853,931	1,853,931	1,905,973
<b>Total Shop Fund</b>		<b>1,803,851</b>	<b>1,853,931</b>	<b>1,855,631</b>	<b>1,907,973</b>
<b>Separation Benefits Fund - 0061</b>					
Separation Charges	07900	1,279,717	1,301,314	1,301,314	1,332,451
<b>General Liability Fund - 0062</b>					
Insurance Charges	06020	1,553,333	1,641,600	1,641,600	1,713,100
Refunds & Rebates (Transfer - Separation)	08100	500,000	800,000	800,000	
		<b>2,053,333</b>	<b>2,441,600</b>	<b>2,441,600</b>	<b>1,713,100</b>

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual 2015-2016	Estimated 2016-2017	Estimated Actual 2016-2017	Estimated 2017-2018
<b>Technology Fund - 0063</b>					
Technology Charges	06020	171,250	176,388	176,388	199,585
<b>OPEB Internal Service Fund - 0064</b>					
OPEB set-aside	06020		950,000	950,000	950,000
<b>Workers' Compensation Fund - 0080</b>					
Insurance Charges	07900	1,539,110	1,616,066	1,616,066	1,696,525
Transfer from Separation Benefits Fund	08100	11,335	500,000	500,000	
Transfer from GF Unassigned	08100		500,000	500,000	
		1,550,445	2,616,066	2,616,066	1,696,525
<i>Total Internal Services Funds</i>		<i>6,858,596</i>	<i>9,339,299</i>	<i>9,340,999</i>	<i>7,799,634</i>
<b>Total City Funds</b>		<b>89,527,945</b>	<b>91,681,174</b>	<b>90,880,285</b>	<b>95,436,583</b>

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

DEPARTMENT	FISCAL YEAR 2016-2017			FISCAL YEAR 2017-2018			FY 2017-2018 CHANGES
	Adopted Budget	Amended	Estimated Expenditures 2016-2017	Amended Budget 2016-2017	Changes	Estimated Budget 2017-2018	
<b>Expenditure :</b>							
1100	General Govt.	94,153	94,153	94,153		94,153	
1201	City Manager	140,692	140,692	140,692		140,692	
1301	City Clerk	439,614	439,614	439,614	(140,000)	299,614	Election Off Year
1400	Management Services	1,031,978	1,031,978	1,031,978		1,031,978	
1501	City Treasurer	17,750	17,750	17,750		17,750	
1601	City Attorney	270,000	270,000	270,000		270,000	
1700/2206	Community & Economic Develop	1,681,343	1,681,343	1,681,343		1,681,343	
1800	Human Resources/Risk Mgmt	672,422	672,422	672,422		672,422	
3100	Police	13,500,724	13,500,724	13,500,724		13,500,724	
3200	Fire	9,084,735	216,079 <sup>(1)</sup>	9,300,814		9,300,814	
4200	Public Works	1,434,038	1,434,038	1,434,038		1,434,038	
5001/02	Capital / Equipment	3,353,894	183,100 <sup>(2)</sup>	3,536,994	(3,000,000)	536,994	Remove 16-17 GF Reserve Transfers
5101/02	Liability / Post-Employment	3,393,500	3,393,500	3,393,500		3,393,500	
6000	Library	1,820,561	1,820,561	1,820,561		1,820,561	
6500	Recreation & Community Serv	3,624,930	3,624,930	3,624,930		3,624,930	
<b><u>Pending amendments (2016-17)</u></b>				430,000 <sup>(3)</sup>	1,050,000 <sup>(6)</sup>	1,480,000	MOU & Minimum Wage Adjustments
Projected MOU Adjustments -					300,000	300,000	Merit & Benefits Adjustments - Citywide
Transfer from GF Unassigned Reserve for Safety Units				430,000 <sup>(3)</sup>	125,000	125,000	Supplies, Insurance, & Maintenance, +3%
					50,000	50,000	Utilities, + 3%
					200,000	200,000	Contracted Services, + 5%
					5,000	5,000	Technology/Communications, + 5%
					32,000	32,000	Motor Pool Charges, +3%
					20,000	20,000	Separation Benefits, +2%
					70,000	70,000	Workers' Compensation, + 5%
					100,000	100,000	General Liability
<b>Total Expenditures</b>		<b>40,560,334</b>	<b>829,179</b>	<b>41,389,513</b>	<b>(1,188,000)</b>	<b>40,201,513</b>	
Transfer from GF CIP Reserve			160,000 <sup>(4)</sup>	160,000	2,500,000	2,500,000	Fire Station 62 Phase II Construction
Transfer from GF Unassigned to supplement Workers' Comp			500,000 <sup>(5)</sup>	500,000			
<b>Total Net Expenditures</b>		<b>40,560,334</b>	<b>1,489,179</b>	<b>42,049,513</b>	<b>1,312,000</b>	<b>42,701,513</b>	Increased over 2016-17 Est. Net Exp: +1.6%

- (1) MOU adjustments for Firefighter bargaining unit
- (2) Potrero Grande street and Langley restroom projects
- (3) MOU Increases for other Safety Units for 2016-2017
- (4) MidYear proposed capital improvement adjustments
- (5) Transfer to supplement Workers' Compensation deficit position
- (6) MOU Increases for citywide units for 2017-2018

## **Five-Year Financial Forecast**

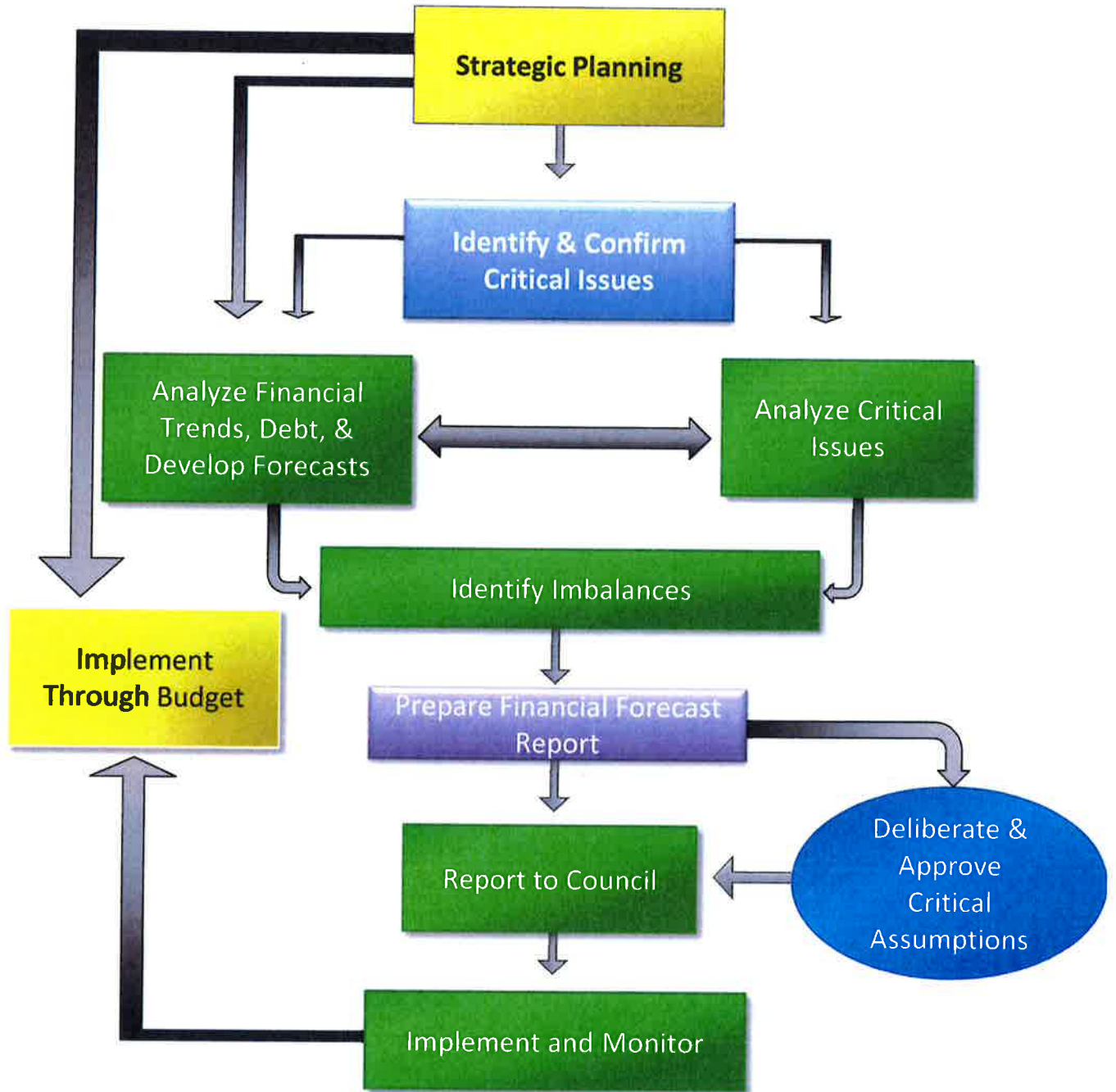
The Five-Year Financial Forecast provides transparent financial analysis of each fund for information such as:

- 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 Years Financial Projection  
General Fund**

	Long-Term Projection					Notes
	2016-17	2017-18	2018-19	2019-20	2020-21	
<b>Beginning Fund Balance</b>						
Unassigned	\$4,554,426	\$3,408,347	\$3,408,347	\$3,408,347	\$3,408,347	
Committed/Assigned	13,879,558	11,427,875	11,447,053	10,964,332	9,445,406	(16)
<b>Revenues:</b>						
Property Taxes	15,781,000	16,271,000	17,100,000	17,955,000	18,500,000	(1)
Sales Tax	5,800,000	6,200,000	6,500,000	6,700,000	7,800,000	(2)
Utility Tax	3,250,000	3,300,000	3,399,000	3,501,000	3,800,000	(3)
Other Taxes	2,540,000	2,627,500	2,850,000	2,936,000	3,300,000	(4)
Licenses & Permits	2,389,600	3,083,400	3,300,000	3,020,000	3,120,000	(5)
Charges for Services	5,830,656	5,793,796	5,700,000	5,750,000	5,800,000	(6)
Fines	611,500	655,000	668,000	681,000	695,000	(4)
Interest and Rental	1,043,795	1,084,795	1,106,000	1,139,000	1,173,000	(7)
Other Revenue	1,205,200	1,205,200	1,350,000	1,400,000	1,450,000	(8)
Transfer - CIP Reserve	2,500,000	2,500,000				(19)
Transfer - CIP Reserve (Midyear)	160,000					
Transfer - Unassigned for WC	500,000					
Transfer - Unassigned for Safety MOU	646,079					
<b>Total Revenues</b>	<b>42,257,830</b>	<b>42,720,691</b>	<b>41,973,000</b>	<b>43,082,000</b>	<b>45,638,000</b>	
<b>Expenditures:</b>						
Salaries & Benefits	25,668,094	27,018,094	27,828,637	28,663,496	29,523,401	(9)
Retiree Medical - OPEB	1,160,000	1,218,000	1,278,900	1,342,845	1,409,987	
Workers' Comp	1,366,516	1,434,842	1,506,584	1,581,913	1,661,009	
Maintenance & Operation	3,071,662	2,859,912	2,960,000	3,064,000	3,171,000	(10)
Contracted Services	2,015,010	2,215,000	2,293,000	2,373,000	2,456,000	(11)
Utilities	923,694	974,000	1,003,000	1,033,000	1,064,000	(12)
Vehicle Operating	1,070,284	1,102,000	1,135,060	1,169,112	1,204,185	(13)
Insurance	170,072	173,000	176,000	180,000	184,000	(14)
Capital Projects	1,036,994	500,000	1,050,000	1,050,000	1,050,000	
General Liability	107,500	207,500	218,000	229,000	240,000	
Retirement Fund - GF Supplements	2,100,000	2,100,000	2,600,000	3,500,000	3,800,000	(15)
Economic Development Programs	107,300	300,000	300,000	300,000	300,000	(17)
Debt Service - Siemens	92,387	99,165	106,541	114,559	120,685	(18)
CIP Reserve - Fire Station 62	2,500,000	2,500,000				(19)
CIP Reserve - Other CIPs (Midyear)	160,000					
Unassigned Transfer - Workers' Comp	500,000					
<b>Total Expenditures</b>	<b>42,049,513</b>	<b>42,701,513</b>	<b>42,455,721</b>	<b>44,600,925</b>	<b>46,184,267</b>	
<b>Ending Fund Balance</b>	<b>\$14,836,222</b>	<b>\$14,855,400</b>	<b>\$14,372,679</b>	<b>\$12,853,753</b>	<b>\$12,307,486</b>	
<b>Future Capital Projects:</b>				<b>\$2,000,000</b>		<b>(20)</b>

**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 2018-19, amount includes projected property tax generated by the Olson project.
- (2) Future year sales tax assumes a 3.0% annual inflationary growth. Additional sales taxes are conservatively projected from Market Place Shopping Center starting 2019-20.
- (3) 3% growth.
- (4) 3% growth with additional revenues for projected developments.
- (5) Estimated Construction permits adjusted by major developments, such as hotels and Market Place projects.
- (6) Projected future plan check fees are included conservatively: 2016-17 for Double Tree hotel and a small portion Market Place projects; 2017-18 for remaining Market Place and additional hotels.
- (7) 2% growth. Interest income increases based on projected market outlook.
- (8) Include the SB90 reimbursements from the State and various refunds.
- (9) Averaged 3% - 5% increases in salaries and benefits, including the CA minimum wage increases.
- (10) 4% increase in maintenance, supplies, equipment, and other operating costs, starting 2018-19.
- (11) Street sweeping costs are shared by Gas Tax and General Funds.
- (12) 3% increase in utilities.
- (13) 3% increase in vehicle operating and replacement.
- (14) 2% increase in insurance costs, including auto, earthquake, property, unemployment, and official bonds.
- (15) General Fund retirement contributions for pension costs.
- (16) Fund balance is classified per GASB Statement 54. "Others" include Committed per Council actions: Catastrophic Event \$2,340,000; Working Capital \$3,000,000; Assigned Capital Improvements \$7,268,491; EE Parking Lot \$529,511; Employee Parking Lot \$529,511; and Nonspendable \$741,556; excluded \$5,638,027 for Economic Development; \$78,799 for Siemens final payments, and Carryover Pos \$4,254,501.
- (17) Economic development budget is required since the RDA was dissolved.
- (18) Annual debt service payment for the Energy Efficiency Project from 9/23/2015 to 6/23/2030.
- (19) Fire Station 62 Replacement.
- (20) Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.

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

	Long-Term Projection					Notes
	2016-17	2017-18	2018-19	2019-20	2020-21	
<b>Beginning Fund Balance</b>	\$1,503,307	\$1,625,411	\$1,220,353	(\$953,467)	(\$3,440,345)	
<b>Revenues:</b>						
Property Taxes	6,826,000	6,986,000	7,196,000	7,412,000	7,634,000	(1)
GF Supplement	2,100,000	2,100,000	2,600,000	3,500,000	3,800,000	(2)
<b>Total Revenues</b>	<b>8,926,000</b>	<b>9,086,000</b>	<b>9,796,000</b>	<b>10,912,000</b>	<b>11,434,000</b>	
<b>Expenditures:</b>						
PERS	6,516,305	7,200,000	9,710,000	11,160,000	12,490,000	(3)
Mass. Mutual	950,000	950,000	950,000	950,000	950,000	(4)
Actuarial Services	45,000	80,000	80,000	90,000	110,000	(5)
Pension Obligation Bonds	1,292,590	1,261,058	1,229,820	1,198,878	1,168,230	(6)
<b>Total Expenditures</b>	<b>8,803,895</b>	<b>9,491,058</b>	<b>11,969,820</b>	<b>13,398,878</b>	<b>14,718,230</b>	
<b>Ending Fund Balance</b>	<b>\$1,625,411</b>	<b>\$1,220,353</b>	<b>-\$953,467</b>	<b>-\$3,440,345</b>	<b>-\$6,724,575</b>	
<b><u>PERS RATES:</u></b>						
	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	
<b><u>Misc Retirement Plan</u></b>						
Employee Rate (EE Pays 8%)	8.000%	8.000%	8.000%	8.000%	8.000%	(7)
Employer Rate	26.764%	28.700%	32.600%	35.860%	36.000%	(8)
<b><u>Safety Retirement Plan</u></b>						
Employee Rate (EE Pays 9%)	9.000%	9.000%	9.000%	9.000%	9.000%	(7)
Employer Rate	34.545%	38.243%	44.000%	46.500%	48.000%	(8)

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

- (1) 2% growth is for the projection. The retirement tax rate is \$0.091175 per \$100 of assessed valuation. This is the maximum rate per AB13.
- (2) 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: Miscellaneous 2%@62 and Safety 2%@57.
- (4) Contributions to the Mass Mutual Retirement Plan per the actuarial valuation report as of 6/30/2015. Mass Mutual Plan is the City's retirement plan prior to the participation to the PERS system.
- (5) Contracted actuarial services. Amount includes an additional contract cost for GASB68 and OPEB 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. CalPERS voted to lower the discount rate from 7.5% to 7.0% over the next three years. The first round of three new rates for the City is 7.375%, effective July 1, 2018. The cost impact is to both normal costs and unfunded liabilities.

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

	Long-Term Projection					Notes
	2016-17	2017-18	2018-19	2019-20	2020-21	
<b>Beginning Fund Balance</b>	\$1,920,664	\$1,659,416	\$1,281,495	\$343,595	(\$28,505)	
<b>Revenues:</b>						
State Gas Tax	1,265,293	1,276,779	1,315,000	1,354,000	1,395,000	(1)
Bikeway (SB821)	40,000	40,000	41,000	42,000	43,000	(1)
Interest Income	7,300	7,300	6,500	6,000	5,000	
<b>Total Revenues</b>	<b>1,312,593</b>	<b>1,324,079</b>	<b>1,362,500</b>	<b>1,402,000</b>	<b>1,443,000</b>	
<b>Expenditures:</b>						
Salaries & Benefits	771,391	818,000	843,000	868,000	894,000	(2)
Maintenance & Operation	139,904	142,700	145,600	148,500	151,500	(3)
Street Cleaning (Gas Tax portion)	340,500	351,000	362,000	373,000	384,000	(4)
Utilities	14,615	15,100	15,600	16,100	16,600	(5)
Vehicle Operating	291,431	300,200	309,200	318,500	328,100	(6)
Capital Projects	16,000	75,000	625,000	50,000	50,000	(7)
<b>Total Expenditures</b>	<b>1,573,841</b>	<b>1,702,000</b>	<b>2,300,400</b>	<b>1,774,100</b>	<b>1,824,200</b>	
<b>Ending Fund Balance</b>	<b>\$1,659,416</b>	<b>\$1,281,495</b>	<b>\$343,595</b>	<b>(\$28,505)</b>	<b>(\$409,705)</b>	
<b>Future Capital Projects:</b>				\$225,000	\$25,000	(7)

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

- (1) 3% growth in state gas tax funds.
- (2) 3% increase in salaries & benefits, starting 2018-19.
- (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 Years Financial Projection  
Park Facilities Fund**

	Long-Term Projection					Notes
	2016-17	2017-18	2018-19	2019-20	2020-21	
<b>Beginning Fund Balance <sup>(1)</sup></b>	(\$128,893)	(\$284,084)	(\$734,084)	(\$384,084)	(\$34,084)	
<b>Revenues:</b>						
<b>Park Facilities Fees</b>	50,000	100,000	350,000	350,000	350,000	(2)
<b>Total Revenues</b>	50,000	100,000	350,000	350,000	350,000	
<b>Expenditures:</b>						
<b>Repay General Fund Loan     Capital Projects</b>	205,191	550,000			105,000	(3)
<b>Total Expenditures</b>	205,191	550,000	0	0	105,000	
<b>Ending Fund Balance</b>	(\$284,084)	(\$734,084)	(\$384,084)	(\$34,084)	\$210,916	
<b>Future Capital Projects:</b>			\$600,000	\$330,000	\$350,000	(3)

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

- (1) GF loaned \$240,556 to Park Facilities for parks improvements. Repayment will be occurred when there are enough funds.**
- (2) Park Facilities Fee is revised, effective 8/16/2016.**
- (3) Source: Preliminary Five-Year Capital Improvement Program.**

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

	Long-Term Projection					Notes
	2016-17	2017-18	2018-19	2019-20	2020-21	
<b>Beginning Fund Balance</b>	<b>\$2,467,288</b>	<b>\$2,440,598</b>	<b>\$2,536,598</b>	<b>\$1,575,108</b>	<b>\$1,255,038</b>	
<b>Revenues:</b>						
Proposition A	1,137,000	1,137,000	1,160,000	1,183,000	1,207,000	(1)
Proposition A Incentive	110,000	110,000	110,000	110,000	110,000	(2)
Fares & MTA Tap Card Sales	101,000	101,000	102,010	103,030	104,060	
Interest Income	9,000	9,000	9,400	8,700	7,500	
<b>Total Revenues</b>	<b>1,357,000</b>	<b>1,357,000</b>	<b>1,381,410</b>	<b>1,404,730</b>	<b>1,428,560</b>	
<b>Expenditures:</b>						
Salaries & Benefits	471,352	500,000	515,000	530,000	546,000	(3)
Maintenance & Operation	14,749	15,000	15,300	15,600	15,900	(4)
Bus Shelter Maintenance	15,000	15,000	15,000	15,000	15,000	(5)
Utilities	19,440	20,000	20,600	21,200	21,800	(6)
Allocated Costs / Insurance	216,000	222,000	229,000	236,000	243,000	(7)
MTA Bus Pass Subsidy	47,000	47,000	47,000	47,000	47,000	
Motor Pools Charges	115,799	119,000	123,000	127,000	131,000	(8)
Transit Bus Contract (Prop A portion)	228,880	233,000	238,000	243,000	248,000	(9)
Bus Replacement			300,000	400,000	400,000	(10)
Capital Projects	255,470	90,000	840,000	90,000	90,000	
<b>Total Expenditures</b>	<b>1,383,690</b>	<b>1,261,000</b>	<b>2,342,900</b>	<b>1,724,800</b>	<b>1,757,700</b>	
<b>Ending Fund Balance</b>	<b>\$2,440,598</b>	<b>\$2,536,598</b>	<b>\$1,575,108</b>	<b>\$1,255,038</b>	<b>\$925,898</b>	

Future Capital Projects:

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

- (1) 2% increase in Proposition A sales tax allocations.
- (2) Incentive grants from MTA for ridership information reporting.
- (3) 3% 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) 2% increase for Spirit Buses services.
- (10) In 2016-17, three buses are scheduled for replacement with MTA bus grant of \$497,000 and the City Prop A matching portion of \$175,000.

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

	Long-Term Projection					Notes
	2016-17	2017-18	2018-19	2019-20	2020-21	
<b>Beginning Fund Balance</b>	<b>\$1,397,955</b>	<b>\$640,678</b>	<b>\$246,678</b>	<b>\$665,078</b>	<b>\$954,578</b>	
<b>Revenues:</b>						
Measure R	707,000	707,000	728,000	750,000	773,000	(1)
Interest Income	10,000	10,000	5,400	5,500	5,500	
<b>Total Revenues</b>	<b>717,000</b>	<b>717,000</b>	<b>733,400</b>	<b>755,500</b>	<b>778,500</b>	
<b>Expenditures:</b>						
Salaries & Benefits	22,708	24,000	25,000	26,000	27,000	(2)
Road Repair Supplies	150,000	190,000	190,000	190,000	190,000	
Slurry Seal of Various Streets		100,000	100,000	100,000	100,000	(3)
Sidewalk Reconstruction		150,000		150,000		
Capital Projects	1,301,569	647,000				
<b>Total Expenditures</b>	<b>1,474,277</b>	<b>1,111,000</b>	<b>315,000</b>	<b>466,000</b>	<b>317,000</b>	
<b>Ending Fund Balance</b>	<b>\$640,678</b>	<b>\$246,678</b>	<b>\$665,078</b>	<b>\$954,578</b>	<b>\$1,416,078</b>	
<b>Future Capital Projects:</b>		<b>\$162,602</b>	<b>\$639,398</b>	<b>\$785,000</b>	<b>\$560,000</b>	(4)

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

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

	Long-Term Projection					Notes
	2016-17	2017-18	2018-19	2019-20	2020-21	
<b>Beginning Fund Balance</b>	\$917,602	\$772,482	\$705,482	\$436,482	\$65,282	
<b>Revenues:</b>						
Proposition C	940,000	942,000	961,000	980,000	1,050,000	(1)
Interest Income	6,500	7,000	4,000	3,800	2,800	
<b>Total Revenues</b>	<b>946,500</b>	<b>949,000</b>	<b>965,000</b>	<b>983,800</b>	<b>1,052,800</b>	
<b>Expenditures:</b>						
Maintenance & Operation	26,900	27,000	28,000	29,000	30,000	(2)
Transit Bus Contract (Prop C portion)	785,720	809,000	825,000	842,000	859,000	(3)
Road Repair Supplies		100,000	100,000	150,000	150,000	
Metrolink Station JPA	29,000	30,000	31,000	32,000	33,000	
Capital Projects	250,000	50,000	250,000	302,000		(4)
<b>Total Expenditures</b>	<b>1,091,620</b>	<b>1,016,000</b>	<b>1,234,000</b>	<b>1,355,000</b>	<b>1,072,000</b>	
<b>Ending Fund Balance</b>	<b>\$772,482</b>	<b>\$705,482</b>	<b>\$436,482</b>	<b>\$65,282</b>	<b>\$46,082</b>	
<b>Future Capital Projects:</b>						

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

- (1) 2% increase in Proposition C sales tax allocations, starting 2017-2018.**
- (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 Years Financial Projection  
Asset Forfeiture Fund**

	Long-Term Projection					Notes
	2016-17	2017-18	2018-19	2019-20	2020-21	
<b>Beginning Fund Balance</b>	\$ 1,095,205	\$ 720,339	\$ 734,635	\$ 17,131	\$ 18,577	
<b>Revenues:</b>						
Asset Forfeiture Revenue	280,000	280,000	130,000	130,000	130,000	(1)
Interest Income	5,000	2,500	1,200	1,150	1,100	
<b>Total Revenues</b>	<b>285,000</b>	<b>282,500</b>	<b>131,200</b>	<b>131,150</b>	<b>131,100</b>	
<b>Expenditures:</b>						
Salaries & Benefits	21,048	22,500	23,000	24,000	25,000	(2)
Maintenance & Operation	276,870	80,000	60,000	40,000	40,000	(3)
Police Vehicle Replacement						
Debt Service	61,948	65,704	65,704	65,704	65,704	(4)
Capital Projects	300,000	100,000	700,000			(5)
<b>Total Expenditures</b>	<b>659,866</b>	<b>268,204</b>	<b>848,704</b>	<b>129,704</b>	<b>130,704</b>	
<b>Ending Fund Balance</b>	<b>\$720,339</b>	<b>\$734,635</b>	<b>\$17,131</b>	<b>\$18,577</b>	<b>\$18,973</b>	
<b>Future Capital Projects:</b>				<b>\$200,000</b>		(5)

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

- (1) **Asset forfeiture funds are distributed from the US Department of Justice and the Department of Treasury.**
- (2) **3% 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. Starting 2016-17, GF will be included.**
- (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 Years Financial Projection  
Business Improvement Area #1 Fund**

	Long-Term Projection					Notes
	2016-17	2017-18	2018-19	2019-20	2020-21	
<b>Beginning Fund Balance</b>	<b>\$197,418</b>	<b>\$155,218</b>	<b>\$127,618</b>	<b>\$99,818</b>	<b>\$72,968</b>	
<b>Revenues:</b>						
Business Improvement Fees	68,000	71,400	72,000	73,000	74,000	(1)
Interest Income	1,200	1,000	200	150	50	
<b>Total Revenues</b>	<b>69,200</b>	<b>72,400</b>	<b>72,200</b>	<b>73,150</b>	<b>74,050</b>	
<b>Expenditures:</b>						
Professional Services	111,400	100,000	100,000	100,000	100,000	(2)
<b>Total Expenditures</b>	<b>111,400</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	
<b>Ending Fund Balance</b>	<b>\$155,218</b>	<b>\$127,618</b>	<b>\$99,818</b>	<b>\$72,968</b>	<b>\$47,018</b>	

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

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

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

	Long-Term Projection					Notes
	2016-17	2017-18	2018-19	2019-20	2020-21	
<b>Beginning Fund Balance</b>	\$241,128	\$194,256	\$116,312	\$116,118	\$14,724	
<b>Revenues:</b>						
Air Quality Allocation	80,000	80,000	81,000	82,000	83,000	
Interest Income	1,500	1,500	350	250	250	
<b>Total Revenues</b>	<b>81,500</b>	<b>81,500</b>	<b>81,350</b>	<b>82,250</b>	<b>83,250</b>	
<b>Expenditures:</b>						
Ridesharing Programs	20,000	22,000	24,000	26,000	28,000	
Maintenance & Operation	5,000	5,100	5,200	5,300	5,400	(1)
Motor Vehicles-Passenger		80,000		100,000		
Capital Projects		52,344	52,344	52,344	53,000	(2)
CNG Fueling Compressor System	103,372					(2)
<b>Total Expenditures</b>	<b>128,372</b>	<b>159,444</b>	<b>81,544</b>	<b>183,644</b>	<b>86,400</b>	
<b>Ending Fund Balance</b>	<b>\$194,256</b>	<b>\$116,312</b>	<b>\$116,118</b>	<b>\$14,724</b>	<b>\$11,574</b>	
<b>Future Capital Projects:</b>						(2)

**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 Years Financial Projection  
Maintenance Benefit Assessment District Fund**

	Long-Term Projection					Notes
	2016-17	2017-18	2018-19	2019-20	2020-21	
<b>Beginning Fund Balance</b>	<b>\$34,135</b>	<b>\$22,781</b>	<b>\$281</b>	<b>\$21,381</b>	<b>\$134,081</b>	
<b>Revenues:</b>						
<b>Special Assessment</b>	<b>978,000</b>	<b>983,000</b>	<b>990,000</b>	<b>1,150,000</b>	<b>1,250,000</b>	(1)
<b>Total Revenues</b>	<b>978,000</b>	<b>983,000</b>	<b>990,000</b>	<b>1,150,000</b>	<b>1,250,000</b>	
<b>Expenditures:</b>						
<b>Salaries &amp; Benefits</b>	<b>405,509</b>	<b>405,000</b>	<b>350,000</b>	<b>400,000</b>	<b>412,000</b>	(2)
<b>Maintenance &amp; Operation</b>	<b>18,150</b>	<b>18,500</b>	<b>18,900</b>	<b>19,300</b>	<b>19,700</b>	(3)
<b>Vehicle Operating</b>	<b>55,670</b>	<b>57,000</b>	<b>59,000</b>	<b>61,000</b>	<b>63,000</b>	(4)
<b>Utilities</b>	<b>510,025</b>	<b>525,000</b>	<b>541,000</b>	<b>557,000</b>	<b>574,000</b>	(5)
<b>Capital Projects</b>						(6)
<b>Total Expenditures</b>	<b>989,354</b>	<b>1,005,500</b>	<b>968,900</b>	<b>1,037,300</b>	<b>1,068,700</b>	
<b>Ending Fund Balance</b>	<b>\$22,781</b>	<b>\$281</b>	<b>\$21,381</b>	<b>\$134,081</b>	<b>\$315,381</b>	
<b>Future Capital Projects:</b>		<b>30,000</b>	<b>41,000</b>	<b>42,000</b>	<b>53,000</b>	(6)

**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) 3% increase in salaries & benefits. Any reduction reflects non-sufficient assessment revenues.
- (3) 2% increase in maintenance, supplies and other operating costs.
- (4) 3% increase in vehicle operating costs.
- (5) 3% increase in utilities.
- (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 Years Financial Projection  
Special Library Tax Fund**

	Long-Term Projection					Notes
	2016-17	2017-18	2018-19	2019-20	2020-21	
<b>Beginning Fund Balance</b>	\$43,975	(\$4,091)				
<b>Revenues:</b>						
Library Parcel Tax	502,000	503,000				(1)
Interest Income	300	300				
<b>Total Revenues</b>	<b>502,300</b>	<b>503,300</b>				
<b>Expenditures:</b>						
Salaries & Benefits	96,265	82,995				(2)
Maintenance & Operation	60,904	33,018				(3)
Debt Service	383,197	383,196				(4)
Capital Purchases						(5)
Capital Purchases Carryover Capital Project	10,000					(5)
<b>Total Expenditures</b>	<b>550,366</b>	<b>499,209</b>				
<b>Ending Fund Balance</b>	<b>(\$4,091)</b>	-				
<b>Future Capital Projects:</b>						(5)

\* FY 2017-18 (4/2018) is the final levy year for the Library Tax, Measure C collection. A new Library Tax Measure will be in place if voters approve the tax.

**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) 3% increase in salaries & benefits, deficits adjusted by using General Fund.
- (3) 2% increase in maintenance, supplies and other operating costs, deficits adjusted by using General Fund.
- (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 Years Financial Projection  
Public Safety Augmentation Fund**

	Long-Term Projection					Notes
	2016-17	2017-18	2018-19	2019-20	2020-21	
<b>Beginning Fund Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Revenues:</b>						
<b>Safety Augmentation</b>	<b>665,000</b>	<b>670,000</b>	<b>683,000</b>	<b>697,000</b>	<b>711,000</b>	<b>(1)</b>
<b>Total Revenues</b>	<b>665,000</b>	<b>670,000</b>	<b>683,000</b>	<b>697,000</b>	<b>711,000</b>	
<b>Expenditures:</b>						
<b>Salaries &amp; Benefits</b>	<b>665,000</b>	<b>670,000</b>	<b>683,000</b>	<b>697,000</b>	<b>711,000</b>	<b>(2)</b>
<b>Total Expenditures</b>	<b>665,000</b>	<b>670,000</b>	<b>683,000</b>	<b>697,000</b>	<b>711,000</b>	
<b>Ending Fund Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

**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 Years Financial Projection  
Public Safety Impact Fee Fund**

	Long-Term Projection					Notes
	2016-17	2017-18	2018-19	2019-20	2020-21	
<b>Beginning Fund Balance <sup>(1)</sup></b>	(\$39,246)	(\$576,017)	(\$325,517)	(\$30,517)	\$58,783	
<b>Revenues:</b>						
Public Safety Impact Fees	300,000	450,000	500,000	500,000	500,000	(2)
<b>Total Revenues</b>	<b>300,000</b>	<b>450,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	
<b>Expenditures:</b>						
Salaries & Benefits	142,059	146,300	150,700	155,200	159,900	(3)
Maintenance & Operation	46,126	47,000	47,900	48,900	49,900	(4)
Contracted Services	6,000	6,200	6,400	6,600	6,800	(5)
Capital Purchases						(7)
Capital Projects	642,586					
Payback General Fund Loan				200,000	301,000	(6)
<b>Total Expenditures</b>	<b>836,771</b>	<b>199,500</b>	<b>205,000</b>	<b>410,700</b>	<b>517,600</b>	
<b>Ending Fund Balance</b>	<b>(\$576,017)</b>	<b>(\$325,517)</b>	<b>(\$30,517)</b>	<b>\$58,783</b>	<b>\$41,183</b>	
<b>Future Capital Projects:</b>		400,000				(7)

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

- (1) **General Fund loaned \$501,000 to PSIF for the purchase of 2000 S. Isabella property for Fire Station 62 expansion.**
- (2) **Public Safety Impact Fee is revised effective 8/16/2016.**
- (3) **3% increase in salaries & benefits.**
- (4) **2% increase in maintenance, supplies and other operating costs.**
- (6) **General Fund loaned \$501,000 to PSIF for the purchase of 2000 S. Isabella property for Fire Station 62 in November 2014.**
- (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 Years Financial Projection  
CERCLA Liability Fund**

	Long-Term Projection					Notes
	2016-17	2017-18	2018-19	2019-20	2020-21	
<b>Beginning Fund Balance</b>	\$584,570	\$469,070	\$445,070	\$479,870	\$514,370	
<b>Revenues:</b>						
Environmental Liability Fees	131,000	132,000	133,000	133,000	133,000	(1)
Interest Income	3,500	4,000	1,800	1,500	1,700	
<b>Total Revenues</b>	<b>134,500</b>	<b>136,000</b>	<b>134,800</b>	<b>134,500</b>	<b>134,700</b>	
<b>Expenditures:</b>						
Contribution to General Liability Fund	250,000	160,000	100,000	100,000	100,000	(2)
<b>Total Expenditures</b>	<b>250,000</b>	<b>160,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	
<b>Ending Fund Balance</b>	<b>\$469,070</b>	<b>\$445,070</b>	<b>\$479,870</b>	<b>\$514,370</b>	<b>\$549,070</b>	(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 Years Financial Projection  
Housing Fund**

	Long-Term Projection					Notes
	2016-17	2017-18	2018-19	2019-20	2020-21	
<b>Beginning Fund Balance</b>	\$2,452,979	\$2,530,321	\$2,547,663	\$2,561,405	\$2,571,447	
<b>Revenues:</b>						
<b>SERAF Repayment</b>	137,342	137,342	137,342	137,342	137,342	(1)
<b>Total Revenues</b>	137,342	137,342	137,342	137,342	137,342	
<b>Expenditures:</b>						
<b>Maintenance &amp; Operation</b>						(2)
<b>Contract Services</b>	60,000	120,000	123,600	127,300	131,100	(3)
<b>Total Expenditures</b>	60,000	120,000	123,600	127,300	131,100	
<b>Ending Fund Balance</b>	\$2,530,321	\$2,547,663	\$2,561,405	\$2,571,447	\$2,577,689	(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 Years Financial Projection  
Water Utility Fund**

	Long-Term Projection					Notes
	2016-17	2017-18	2018-19	2019-20	2020-21	
<b>Beginning Unrestricted - Net Position</b>	<b>\$16,217,227</b>	<b>\$12,343,797</b>	<b>\$5,190,645</b>	<b>(\$461,858)</b>	<b>(\$6,405,146)</b>	
<b>Revenues:</b>						
Water Sales	9,100,000	9,600,000	10,560,000	11,616,000	12,156,000	(1)
Connection Fees	80,000	100,000	103,000	106,000	109,000	
Meter Installation	132,000	170,000	175,000	180,000	185,000	
Other Revenue	55,000	55,000	170,000	170,000	170,000	
Treatment Surcharge	3,600,000	3,900,000	4,017,000	4,138,000	4,262,000	(2)
Potential Responsible Parties Reimb.	1,400,000	1,250,000	900,000	900,000	900,000	
Sales of Surplus Property	7,000	3,000	5,000	5,000	5,000	
<b>Total Revenues</b>	<b>14,374,000</b>	<b>15,078,000</b>	<b>15,930,000</b>	<b>17,115,000</b>	<b>17,787,000</b>	
<b>Expenditures:</b>						
Water Administration	7,609,114	8,000,000	8,240,000	8,487,000	8,742,000	(3)
Water Commercial	692,587	750,000	772,000	794,000	817,000	(4)
Water Production	2,170,438	2,300,000	2,369,000	2,440,100	2,513,300	(5)
Water Distribution	1,361,143	1,402,000	1,444,000	1,487,000	1,532,000	(6)
Well #5 VOC	662,298	695,400	730,200	766,700	805,000	(7)
Well #12 VOC	845,682	888,000	932,400	979,000	1,028,000	(8)
Delta Perchlorate	151,585	159,200	167,200	175,600	184,400	(9)
Wells #1,3,10 VOC	497,405	522,300	548,400	575,800	604,600	(10)
Well #12 Dual Barrier	458,436	481,400	505,500	530,800	557,300	(11)
Well #15	339,150	356,100	373,900	392,600	412,200	(12)
Well #5 Perchlorate	29,521	31,000	32,600	34,200	35,900	(13)
Debt Service - Reservoirs	114,054	113,817	113,573	113,318	113,053	(14)
Debt Service - Wells 5,6,1,3,10,&12	370,000	370,000	370,000	370,000	370,000	(15)
Debt Service - Siemens	523,517	561,935	603,731	649,170	683,882	(15)
Water Assessment Charges	1,007,500	1,200,000	1,260,000	1,323,000	1,389,200	
Capital Projects - Water Main			1,000,000	1,000,000	1,000,000	(16)
Capital Projects - Other	165,000	3,050,000	700,000	1,400,000	575,000	
OPEB	300,000	400,000	470,000	540,000	610,000	
Transfer to GF for Street Repairs	950,000	950,000	950,000	1,000,000	1,000,000	
<b>Total Expenditures</b>	<b>18,247,430</b>	<b>22,231,152</b>	<b>21,582,503</b>	<b>23,058,288</b>	<b>22,972,835</b>	
<b>Ending Unrestricted - Net Position</b>	<b>\$12,343,797</b>	<b>\$5,190,645</b>	<b>(\$461,858)</b>	<b>(\$6,405,146)</b>	<b>(\$11,590,981)</b>	
<b>Future Capital Projects:</b>	<b>4,170,000</b>	<b>3,760,000</b>	<b>13,075,000</b>	<b>7,800,000</b>	<b>200,000</b>	<b>(17)</b>

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

- (1) Starting 2015-16, amounts reflect 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) 5% increase in Well #5 Perchlorate operation costs.
- (14) Debt Service payments include loans from the I-Bank La Loma / Highland Reservoirs. Additional other debt service payments are based on 5%, 20 years loans.
- (15) Debt service payments includes Siemens Energy Retrofit and treatment plants loans.
- (16) Cost charges to repair streets due to water main projects.
- (17) 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 Years Financial Projection  
Sewer Fund**

	Long-Term Projection					Notes
	2016-17	2017-18	2018-19	2019-20	2020-21	
<b>Beginning Unrestricted - Net Position</b>	\$3,423,289	\$3,828,347	\$4,532,247	\$4,004,847	\$3,745,805	
<b>Revenues:</b>						
<b>Sewer Fees</b>	2,670,000	2,750,000	2,888,000	3,032,000	3,184,000	(1)
<b>Sewer Reconstruction Fee</b>	1,000	1,000				
<b>Total Revenues</b>	<u>2,671,000</u>	<u>2,751,000</u>	<u>2,888,000</u>	<u>3,032,000</u>	<u>3,184,000</u>	
<b>Expenditures:</b>						
<b>Salaries &amp; Benefits</b>	749,023	787,000	811,000	835,000	860,000	(2)
<b>Maintenance &amp; Operation</b>	461,001	470,200	479,600	489,200	499,000	(3)
<b>Contracted Services</b>	54,000	56,000	58,000	60,000	62,000	(4)
<b>OPEB Set Aside</b>	100,000	110,000	120,000	130,000	140,000	
<b>Small Capital</b>		10,000	11,000	12,000	13,000	(6)
<b>Capital Projects</b>	901,918	613,900	1,935,800	1,764,842	2,307,054	(6)
<b>Total Expenditures</b>	<u>2,265,942</u>	<u>2,047,100</u>	<u>3,415,400</u>	<u>3,291,042</u>	<u>3,881,054</u>	
<b>Ending Unrestricted Net Position</b>	<u>\$3,828,347</u>	<u>\$4,532,247</u>	<u>\$4,004,847</u>	<u>\$3,745,805</u>	<u>\$3,048,751</u>	(5)
<b>Future Capital Projects:</b>						(6)

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

- (1) Amounts reflect Sewer service rate increases, starting 2015-2016.
- (2) 3% 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 Years Financial Projection  
Refuse Fund**

	Long-Term Projection					Notes
	2016-17	2017-18	2018-19	2019-20	2020-21	
<b>Beginning Unrestricted - Net Position</b>	\$420,596	\$59,092	\$784,292	\$1,479,792	\$2,413,592	
<b>Revenues:</b>						
Refuse Fees	6,600,000	7,000,000	7,210,000	7,643,000	8,102,000	(1)
Waste Management Fees	350,000	360,000	371,000	382,000	393,000	
<b>Total Revenues</b>	<b>6,950,000</b>	<b>7,360,000</b>	<b>7,581,000</b>	<b>8,025,000</b>	<b>8,495,000</b>	
<b>Expenditures:</b>						
Salaries & Benefits	1,234,083	1,320,000	1,360,000	1,401,000	1,443,000	(2)
Maintenance & Operation	25,033	26,000	27,000	28,000	29,000	(3)
Waste Reduction-AB 939	1,000	1,000	1,000	1,000	1,000	(4)
Refuse Pick-Up Contract	5,038,800	4,200,000	4,326,000	4,456,000	4,590,000	(4)
Other Contracted Services	131,700	136,000	140,000	144,000	148,000	(5)
Utilities	16,743	17,200	17,700	18,200	18,700	(6)
Allocated Costs	449,600	463,000	477,000	491,000	506,000	(7)
Vehicle Operating	6,365	6,600	6,800	7,000	7,200	(8)
NPDES	160,000	165,000	170,000	175,000	180,000	(9)
Capital Projects	98,180	100,000	110,000	120,000	130,000	(10)
OPEB Set Aside	150,000	200,000	250,000	250,000	300,000	
<b>Total Expenditures</b>	<b>7,311,504</b>	<b>6,634,800</b>	<b>6,885,500</b>	<b>7,091,200</b>	<b>7,352,900</b>	
<b>Ending Unrestricted Net Position</b>	<b>\$59,092</b>	<b>\$784,292</b>	<b>\$1,479,792</b>	<b>\$2,413,592</b>	<b>\$3,555,692</b>	
<b>Future Capital Projects:</b>						(10)

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

- (1) Amounts reflect Refuse rate increases.
- (2) 3% 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). A new contract is negotiating for 7/2018.
- (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) 3% 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 Years Financial Projection  
Auto Shop Fund**

	Long-Term Projection					Notes
	2016-17	2017-18	2018-19	2019-20	2020-21	
<b>Beginning Unrestricted Net Position</b>	\$1,805,174	\$1,436,614	\$1,002,112	\$615,366	\$275,734	
<b>Revenues:</b>						
<b>Interfund Charges</b>	1,855,631	1,907,973	2,022,000	2,143,000	2,284,600	
<b>Total Revenues</b>	1,855,631	1,907,973	2,022,000	2,143,000	2,284,600	
<b>Expenditures:</b>						
<b>Salaries &amp; Benefits</b>	444,607	500,000	515,000	530,000	546,000	(1)
<b>Maintenance &amp; Operation</b>	275,389	281,000	287,000	293,000	299,000	(2)
<b>Contracted Services</b>	75,000	77,000	79,000	81,000	83,000	(3)
<b>Utilities</b>	26,296	27,100	27,900	28,700	29,600	(4)
<b>Insurance</b>	216,000	220,000	224,000	228,000	233,000	(5)
<b>Fuel</b>	400,000	412,000	424,000	437,000	450,000	(6)
<b>Vehicle Leasing</b>	37,000	43,000	49,000	56,000	64,000	(7)
<b>Vehicle/Equipment Replacement</b>	662,500	682,375	702,846	723,932	745,650	(8)
<b>Small Capitals</b>		100,000	100,000	105,000	110,000	
<b>Capital Projects</b>	87,399					(9)
<b>Total Expenditures</b>	2,224,191	2,342,475	2,408,746	2,482,632	2,560,250	
<b>Ending Unrestricted Net Position</b>	<u>\$1,436,614</u>	<u>\$1,002,112</u>	<u>\$615,366</u>	<u>\$275,734</u>	<u>\$85</u>	
<b>Future Capital Projects</b>		\$600,000	\$650,000	\$650,000		(9)
<b>Capital Assets, net of Accumulated Depreciation</b>	\$834,904	\$860,000	\$885,800	\$912,400	\$939,800	(10)

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

- (1) 3% 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.**
- (7) 15% increase in vehicle leasing.**
- (8) 3% increase in vehicle/equipment replacement.**
- (9) Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.**
- (10) Valuation of fixed assets based on historical costs. Estimated increase is 3% per year.**

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

	Long-Term Projection					Notes
	2016-17	2017-18	2018-19	2019-20	2020-21	
<b>Beginning Unrestricted Net Position</b>	<b>\$3,488,033</b>	<b>\$2,487,922</b>	<b>\$2,290,373</b>	<b>\$2,039,373</b>	<b>\$1,761,373</b>	
<b>Revenues:</b>						
<b>Interfund Charges</b>	1,301,314	1,332,451	1,359,000	1,373,000	1,400,000	
<b>Total Revenues</b>	<b>1,301,314</b>	<b>1,332,451</b>	<b>1,359,000</b>	<b>1,373,000</b>	<b>1,400,000</b>	
<b>Expenditures:</b>						
<b>Separation/Retirement</b>	770,000	793,000	817,000	842,000	867,000	(1)
<b>Fire Holiday Payout</b>	231,425	237,000	243,000	249,000	255,000	
<b>Transfer to General Liability</b>	1,300,000	500,000	550,000	560,000	600,000	
<b>Transfer to Worker's Compensation</b>						
<b>Total Expenditures</b>	<b>2,301,425</b>	<b>1,530,000</b>	<b>1,610,000</b>	<b>1,651,000</b>	<b>1,722,000</b>	
<b>Ending Unrestricted Net Position</b>	<b>\$2,487,922</b>	<b>\$2,290,373</b>	<b>\$2,039,373</b>	<b>\$1,761,373</b>	<b>\$1,439,373</b>	
<b>Outstanding Accrued Leave Liabilities Per 6/30/2016 CAFR</b>	<b>\$4,462,179</b>	<b>\$4,574,000</b>	<b>\$4,688,000</b>	<b>\$4,805,000</b>	<b>\$4,925,000</b>	(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 3% per year.
- (2) Liability related to accumulated vacation and sick leave hours at separation from City employment, estimated growth from additional hours and pay adjustments.

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

	Long-Term Projection					Notes
	2016-17	2017-18	2018-19	2019-20	2020-21	
<b>Beginning Unrestricted Net Assets</b>	\$296,209	\$450,025	(\$15,875)	(\$475,875)	(\$971,875)	
<b>Revenues:</b>						
Interfund Charges	1,641,600	1,713,100	1,850,000	1,998,000	2,158,000	(1)
Transfer from Separation Benefits	800,000	500,000	550,000	560,000	600,000	
<b>Total Revenues</b>	<b>2,441,600</b>	<b>2,213,100</b>	<b>2,400,000</b>	<b>2,558,000</b>	<b>2,758,000</b>	
<b>Expenditures:</b>						
Salaries & Benefits	57,784	60,000	62,000	64,000	66,000	(2)
Claims Administration	50,000	52,000	54,000	56,000	58,000	(3)
Insurance Premium	1,630,000	2,000,000	2,160,000	2,333,000	2,520,000	(3)
Legal Fees	100,000	103,000	106,000	109,000	112,000	(4)
Claims Expenses	450,000	464,000	478,000	492,000	507,000	(4)
<b>Total Expenditures</b>	<b>2,287,784</b>	<b>2,679,000</b>	<b>2,860,000</b>	<b>3,054,000</b>	<b>3,263,000</b>	
<b>Ending Unrestricted Net Assets</b>	<b>\$450,025</b>	<b>(\$15,875)</b>	<b>(\$475,875)</b>	<b>(\$971,875)</b>	<b>(\$1,476,875)</b>	(5)
<b>Future Capital Projects</b>						(6)
<b>Outstanding Liabilities :</b>						
Per 6/30/2016 CAFR						
Non-Current Claims	\$1,910,076	\$1,967,000	\$2,026,000	\$2,087,000	\$2,150,000	(7)
Estimated Potential Major Claims	995,694	1,500,000	1,500,000	1,500,000	1,500,000	
<b>Total Claims Liabilities</b>	<b>\$ 2,905,770</b>	<b>\$ 3,467,000</b>	<b>\$ 3,526,000</b>	<b>\$ 3,587,000</b>	<b>\$ 3,650,000</b>	

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

- (1) **Interfund charges. 8% increase.**
- (2) **3% increase in salaries & benefits.**
- (3) **3% increase in claim administration services and 8% 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 Years Financial Projection  
Workers' Compensation Fund**

	Long-Term Projection					Notes
	2016-17	2017-18	2018-19	2019-20	2020-21	
<b>Beginning Unrestricted Net Position</b>	(\$3,320,512)	(\$1,975,319)	(\$1,636,694)	(\$1,216,718)	(\$703,528)	
<b>Revenues:</b>						
Interfund Charges	1,616,066	1,696,525	1,866,000	2,053,000	2,258,000	(1)
Transfer from Separation Benefits	500,000					(9)
Transfer from GF Unassigned Reserve	500,000					(9)
<b>Total Revenues</b>	<b>2,616,066</b>	<b>1,696,525</b>	<b>1,866,000</b>	<b>2,053,000</b>	<b>2,258,000</b>	
<b>Expenditures:</b>						
Salaries & Benefits	24,873	30,000	30,900	31,800	32,800	(2)
Claims Administration	71,000	73,100	75,300	77,600	79,900	(3)
Legal Fees	140,000	144,000	148,000	152,000	157,000	(4)
Insurance Premium	375,000	398,000	422,000	447,000	474,000	(5)
Claims Expenses	660,000	712,800	769,824	831,410	897,923	(6)
<b>Total Expenditures</b>	<b>1,270,873</b>	<b>1,357,900</b>	<b>1,446,024</b>	<b>1,539,810</b>	<b>1,641,623</b>	
<b>Ending Unrestricted Net Assets</b>	<b>(\$1,975,319)</b>	<b>(\$1,636,694)</b>	<b>(\$1,216,718)</b>	<b>(\$703,528)</b>	<b>(\$87,151)</b>	(7)
<b>Outstanding Liabilities:</b>						
Per 6/30/2016 CAFR						
Non-Current Claims	\$5,518,954	\$5,685,000	\$5,856,000	\$6,032,000	\$6,213,000	(8)
Estimated Potential Major Claims	957,390	500,000	500,000	500,000	500,000	
<b>Total Claims Liabilities</b>	<b>\$ 6,476,344</b>	<b>\$ 6,185,000</b>	<b>\$ 6,356,000</b>	<b>\$ 6,532,000</b>	<b>\$ 6,713,000</b>	

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

- (1) 10% increase is scheduled beginning 2017-18.
- (2) 3% increase in salaries & benefits.
- (3) 3% increase in claim administration services.
- (4) 3% increase in legal fees.
- (5) 6% increase in insurance premiums.
- (6) 8% increase in claims expenses per trends for next five years.
- (7) Reserved for outstanding liabilities.
- (8) 3% increase in outstanding claims liabilities (including incurred but not reported claims). Liabilities reflected in CAFR.
- (9) Transfers from other funds to supplement deficit position.

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

	Long-Term Projection					Notes
	2016-17	2017-18	2018-19	2019-20	2020-21	
<b>Beginning Unrestricted Net Position</b>	<b>\$1,014,207</b>	<b>\$381,095</b>	<b>\$220,680</b>	<b>\$330,244</b>	<b>\$450,287</b>	
<b>Revenues:</b>						
<b>Interfund Charges</b>	176,388	199,585	209,564	220,042	231,045	(1)
<b>Total Revenues</b>	<b>176,388</b>	<b>199,585</b>	<b>209,564</b>	<b>220,042</b>	<b>231,045</b>	
<b>Expenditures:</b>						
<b>Capital Projects</b>	809,500	360,000	100,000	100,000	100,000	(3)
<b>Total Expenditures</b>	<b>809,500</b>	<b>360,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	
<b>Ending Unrestricted Net Position</b>	<b>\$381,095</b>	<b>\$220,680</b>	<b>\$330,244</b>	<b>\$450,287</b>	<b>\$581,331</b>	(2)
<b>Future Capital Projects</b>						(3)
<b>Capital Assets, net of Accumulated Depreciation</b>	<b>\$223,982</b>	<b>\$246,380</b>	<b>\$271,018</b>	<b>\$298,120</b>	<b>\$327,932</b>	

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

- (1) 5% increase is scheduled beginning 2018-19.**
- (2) Reserved for computer system and telephone system replacement.**
- (3) 2016-2017 reflects the Midyear amendment of \$700,000 for a new finance system and server upgrades.**
- (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 Years Financial Projection  
OPEB Internal Service Fund**

	Long-Term Projection					Notes
	2016-17	2017-18	2018-19	2019-20	2020-21	
<b>Beginning Unrestricted Net Position</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Revenues:</b>						
<b>OPEB Set-Aside</b>	950,000	950,000	1,050,000	1,050,000	1,050,000	(1)
<b>Total Revenues</b>	950,000	950,000	1,050,000	1,050,000	1,050,000	
<b>Expenditures:</b>						
<b>Transfer to CERBT Trust</b>	950,000	950,000	1,050,000	1,050,000	1,050,000	(2)
<b>Total Expenditures</b>	950,000	950,000	1,050,000	1,050,000	1,050,000	
<b>Ending Unrestricted Net Position</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

**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 2016-2017 TO 2021-2022**

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	PROJECT TOTAL
<b>GENERAL ADMINISTRATION</b>									
Citywide Geographic Information System (GIS)									
IT Infrastructure/Applications:									
Water		Water Operation		30,000					30,000
Public Safety System		Public Safety Impact Fee		300,000					300,000
Public Works/Maintenance		General		60,000					60,000
City IT System Replacement/Upgrade									
Network Equipment & Server Upgrade	0063-5002-99055	Technology	20,000	60,000	100,000	100,000	100,000	100,000	480,000
Update MPK-TV & Video System	0351-5002-91753	Video Service Franchise Trust	63,291						63,291
Upgrade Workstations to Microsoft Office		Technology		300,000					300,000
City Hall Renovations	0010-5004-99021	General	255,428						255,428
Mobile Vision Flashback System	0010-5004-99321	General	88,323						88,323
Service Club House Renovations	0010-5004-91737	General	238,347						238,347
Barnes Pool Rehabilitations	0010-5004-91738	General	185,103						185,103
Langley Center Enhancements/Restroom Project	0010-5004-91746	General	53,836						53,836
<b>TOTAL GENERAL ADMINISTRATION</b>			<b>904,327</b>	<b>750,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>2,054,327</b>
FUNDING RECAP :									
General			821,036	60,000	0	0	0	0	881,036
Public Safety Impact Fee			0	300,000	0	0	0	0	300,000
Technology			20,000	360,000	100,000	100,000	100,000	0	680,000
Water Operation			0	30,000	0	0	0	0	30,000
Video Service Franchise Trust			63,291	0	0	0	0	0	63,291
<b>TOTAL GENERAL ADMINISTRATION</b>			<b>904,327</b>	<b>750,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>0</b>	<b>1,954,327</b>

CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
FISCAL YEAR 2016-2017 TO 2021-2022

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	PROJECT TOTAL
<b>FIRE DEPARTMENT</b>									
Station 61 - Parking Lot Replacement	0110-5004-99722	Measure R	41,444						41,444
	0071-5004-99729	Public Safety Impact Fee	210,586						210,586
Station 61 - Remodeling	0071-5004-99728	Public Safety Impact Fee	432,000	100,000					532,000
Station 61 - Remodeling		Shop		600,000					600,000
		General CIP Reserve		600,000					600,000
Station 62 - Replacement (Phase I Construction)	0010-5002-99730	General CIP Reserve	2,500,000						2,500,000
Replacement (Phase II Construction)		General CIP Reserve		2,500,000					2,500,000
Station 62 - Design	0010-5004-90650	General	16,566						16,566
Station 62 - Fire Engine Replacement		Shop			650,000				650,000
Station 63 - Fire Engine Replacement		Shop				650,000			650,000
Zoll E-Series Cardiac Defibrillator	0010-5002-99724	General	40,000	42,000	42,000	42,000	44,000	44,000	254,000
<b>TOTAL FIRE DEPARTMENT</b>			<b>3,240,596</b>	<b>3,842,000</b>	<b>692,000</b>	<b>692,000</b>	<b>44,000</b>	<b>44,000</b>	<b>8,554,596</b>
<b>FUNDING RECAP :</b>									
General			56,566	42,000	42,000	42,000	44,000	44,000	270,566
General CIP Reserve			2,500,000	3,100,000	0	0	0	0	5,600,000
Measure R			41,444	0	0	0	0	0	41,444
Public Safety Impact Fee			642,586	100,000	0	0	0	0	742,586
Shop			0	600,000	650,000	650,000	0	0	1,900,000
<b>TOTAL FIRE DEPARTMENT</b>			<b>3,240,596</b>	<b>3,842,000</b>	<b>692,000</b>	<b>692,000</b>	<b>44,000</b>	<b>44,000</b>	<b>8,554,596</b>

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 FISCAL YEAR 2016-2017 TO 2021-2022

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	PROJECT TOTAL
<b>POLICE DEPARTMENT</b>									
Mobile Command Post and Communications Center		Asset Forfeiture				200,000			200,000
Police Locker Rooms Remodel	0010-5002-96089	General	380,000						380,000
	0010-5004-96089	General	450,000						450,000
Radio Transmitter Tower Modification		Asset Forfeiture		100,000					100,000
New World CAD/RMS Software Server Upgrade	0010-5002-99067	General	255,000						255,000
Interagency Communication Interoperability System (ICIS)		Asset Forfeiture			700,000				700,000
Police Record Purging / Scanning / Off-Site Storage	0063-5002-99068	Technology	75,000						75,000
Police Mobile Data Computer	0160-5004-99323	Asset Forfeiture	300,000						300,000
<b>TOTAL POLICE</b>			<b>1,460,000</b>	<b>100,000</b>	<b>700,000</b>	<b>200,000</b>	<b>0</b>	<b>0</b>	<b>2,460,000</b>
FUNDING RECAP :									
Asset Forfeiture			300,000	100,000	700,000	200,000	0	0	1,300,000
General			1,085,000	0	0	0	0	0	1,085,000
Technology			75,000	0	0	0	0	0	75,000
<b>TOTAL POLICE</b>			<b>1,460,000</b>	<b>100,000</b>	<b>700,000</b>	<b>200,000</b>	<b>0</b>	<b>0</b>	<b>2,460,000</b>

CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
FISCAL YEAR 2016-2017 TO 2021-2022

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	PROJECT TOTAL
<b>PUBLIC WORKS DEPARTMENT - PARKS</b>									
<b>Barnes Park:</b>									
Barnes Pool Underwater Lights	0010-5002-91751	General	9,600						9,600
Amphitheater Seating / ADA Compliance	0010-5002-91752	General	50,000						50,000
Day Care Painting / Bathroom Partitions	0010-5002-96091	General	50,000						50,000
Barnes Pool Filters Replacement	0010-5004-91521	General	70,530						70,530
Barnes Playground Rubberized	0070-5004-91748	Park Facilities	173,180						173,180
Playground Equipment Replacement		Park Facilities		200,000					200,000
<b>Bella Vista Park:</b>									
Bella Vista Playground Rubberized		Park Facilities				40,000			40,000
Playground Equipment Replacement		Park Facilities				40,000			40,000
<b>Edison Trails Park:</b>									
Edison Trails Playground Rubberized		Park Facilities			60,000				60,000
Playground Equipment Replacement		Park Facilities			40,000				40,000
<b>Garvey Ranch Park :</b>									
Basketball Court	0010-5004-96085	General	73,390						73,390
Day Care Painting	0010-5002-96092	General	14,500						14,500
East End Future Development		Park Facilities			250,000				250,000
Garvey Ranch Playground Rubberized		Park Facilities		100,000			50,000		150,000
Playground Equipment Replacement		Park Facilities				250,000	100,000	100,000	250,000
<b>George Elder Park:</b>									
Pool Heater	0010-5002-91749	General	35,000						35,000
3 Sail Covers for Small Picnic Table Slabs		Park Facilities		20,000					20,000
<b>Highlands Park:</b>									
George Elder Playground Rubberized		Park Facilities		90,000					90,000
Playground Equipment Replacement		Park Facilities		140,000					140,000
<b>Sequoia Park:</b>									
Basketball Lighting	0010-5004-96090	General	25,000						25,000
Sequoia Playground Rubberized		Park Facilities			200,000		50,000		250,000
Playground Equipment Replacement		Park Facilities					100,000	100,000	200,000
<b>Conservation Garden:</b>									

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 FISCAL YEAR 2016-2017 TO 2021-2022

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	PROJECT TOTAL
Conservation Garden	0010-5004-96087	General	235,000						235,000

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 FISCAL YEAR 2016-2017 TO 2021-2022

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	PROJECT TOTAL
<b>Various Parks:</b>									
Parks Restrooms Proof Replacement	0070-5004-91742	Park Facilities	32,011		50,000		50,000		132,011
<b>On Going Projects :</b>									
Tree Well Maintenance		Maintenance District		10,000	11,000	12,000	13,000	14,000	60,000
Specialty Restaurant / Golf Course Maintenance	0344-5002-99290	Maintenance Grant (Trust)	75,000	85,000	95,000	105,000	110,000	115,000	585,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - PARKS</b>			<b>843,211</b>	<b>645,000</b>	<b>706,000</b>	<b>447,000</b>	<b>473,000</b>	<b>329,000</b>	<b>3,243,211</b>
<b>FUNDING RECAP :</b>									
General			563,020	0	0	0	0	0	563,020
Maintenance District			0	10,000	11,000	12,000	13,000	14,000	60,000
Park Facilities			205,191	550,000	600,000	330,000	350,000	200,000	2,235,191
Recreation (Trust)			0	0	0	0	0	0	0
Maintenance Grant (Trust)			75,000	85,000	95,000	105,000	110,000	115,000	585,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - PARKS</b>			<b>843,211</b>	<b>645,000</b>	<b>706,000</b>	<b>447,000</b>	<b>473,000</b>	<b>329,000</b>	<b>3,443,211</b>

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 FISCAL YEAR 2016-2017 TO 2021-2022

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	PROJECT TOTAL
<b>PUBLIC WORKS DEPARTMENT - BUILDING</b>									
<b>Building Maintenance</b>									
City Yard Locker Room & Restroom Rehabilitation	0010-5004-96069	General	35,679						35,679
	0060-5004-96069	Shop	37,399						37,399
	0042-5004-96069	Sewer	37,399						37,399
<b>On Going Projects :</b>									
Garvey Median Island Landscape	0092-5004-91922	Water Operation	88,140						88,140
Median Maintenance		Maintenance District		20,000	30,000	30,000	40,000	40,000	160,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - BUILDING</b>			<b>198,617</b>	<b>20,000</b>	<b>30,000</b>	<b>30,000</b>	<b>40,000</b>	<b>40,000</b>	<b>358,617</b>
<b>FUNDING RECAP :</b>									
Water Operation			88,140	0	0	0	0	0	88,140
General			35,679	0	0	0	0	0	35,679
Shop			37,399	0	0	0	0	0	37,399
Maintenance District			0	20,000	30,000	30,000	40,000	40,000	160,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - BUILDING</b>			<b>198,617</b>	<b>20,000</b>	<b>30,000</b>	<b>30,000</b>	<b>40,000</b>	<b>40,000</b>	<b>358,617</b>

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 FISCAL YEAR 2016-2017 TO 2021-2022

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	PROJECT TOTAL
<b>PUBLIC WORKS DEPARTMENT - SANITARY SEWER</b>									
<i>Sanitary Sewer (per the Sewer Master Plan updated January 2014)</i>									
Pipeline Replacement - Various Locations		Sewer		392,100	333,600	115,600	474,000	424,700	1,740,000
Cured-in Place Pipe Relining / Sewer Spot Repairs - Various Locations	0042-5003-91942	Sewer	857,500		570,400	567,700	794,600	732,400	3,522,600
Annual CCTV Sewer Videotaping		Sewer		221,800	221,800	228,454	228,454	228,454	1,128,962
Pipeline Repairs found by CCTV - Various Locations		Sewer			810,000	810,000	810,000	810,000	3,240,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - SANITARY SEWER</b>			<b>857,500</b>	<b>613,900</b>	<b>1,935,800</b>	<b>1,721,754</b>	<b>2,307,054</b>	<b>2,195,554</b>	<b>9,631,562</b>
FUNDING RECAP :									
Sewer			857,500	613,900	1,935,800	1,721,754	2,307,054	0	7,436,008
<b>TOTAL PUBLIC WORKS DEPARTMENT - SANITARY SEWER</b>			<b>857,500</b>	<b>613,900</b>	<b>1,935,800</b>	<b>1,721,754</b>	<b>2,307,054</b>	<b>0</b>	<b>7,436,008</b>

CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
FISCAL YEAR 2016-2017 TO 2021-2022

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	PROJECT TOTAL
<b>PUBLIC WORKS DEPARTMENT - ENGINEERING</b>									
<b>Engineering Division</b>									
Sidewalk Construction		Bike Route Measure R		35,000	35,000	40,000	40,000	45,000	195,000
				72,000	72,000	75,000	75,000	78,000	372,000
Localized Pavement Repairs		Measure R		50,000	50,000	50,000	50,000	50,000	250,000
		Water Operation		100,000	120,000	120,000	140,000	140,000	620,000
CNG Compressor Fueling System	0165-5002-96067	AQMD	71,200	52,344	52,344	52,344	53,000	53,000	334,232
	0165-5004-96067	AQMD	32,172						32,172
	0109-5002-96067	Proposition A	104,300	90,000	90,000	90,000	90,000	90,000	554,300
Traffic Calming Measures - Citywide		Gas Tax		25,000	25,000	25,000	25,000	25,000	125,000
Traffic Signal Battery Backup Replacement		Measure R		25,000	30,000	30,000	35,000	35,000	155,000
Slurry Seal of Various Streets		Measure R		100,000	100,000	100,000	150,000	150,000	600,000
Potrero Grande Street Renovation	0010-5002-96093	General	152,100						152,100
Pavement Management Program Update		Proposition C		50,000		52,000		55,000	157,000
Various Street Rehabilitation		Measure M		250,000	250,000	250,000	250,000	250,000	1,250,000
	0110-5001-91943	Measure R	750,000	250,000	250,000	250,000	250,000	250,000	2,000,000
	0166-5001-91943	Proposition C	250,000						250,000
Dial-A-Ride and Bus Purchase	0109-5002-96066	Proposition A	47,150						47,150
	0109-5004-96066	Proposition A	70,659						70,659
	0443-5002-96066	MTA Clean Fuel Bus	497,322						497,322
	0443-5004-96066	MTA Clean Fuel Bus	30,200						30,200
	0458-5002-96066	MSRC Natural Gas Vehicle	90,000						90,000
Dial-A Ride Route Software	0109-5004-91745	Proposition A	33,361						33,361
MP Transit Facility at ELAC	0342-5003-91750	Safetea-Lu	49,090						49,090
	0345-5003-91750	MTA (Montebello)	8,741						8,741
	0346-5003-91750	ELAC Contributions	54,928						54,928
Engineering / Traffic Survey Update	0110-5003-91929	Measure R	27,981						27,981
Storm Drain Repairs	0110-5003-91946	Measure R	96,377						96,377
Bike Lane Construction		Proposition C			250,000	250,000			500,000
	0450-5004-96070	MTA Bike Lane Construction	328,300						328,300
Monterey Pass Road Bike Project		MTA Monterey Pass Road Bike Grant		163,048	1,830,579				1,993,627
		Measure R		162,602	137,398				300,000
		Proposition A			750,000				750,000
		Gas Tax			600,000	200,000			800,000

CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
FISCAL YEAR 2016-2017 TO 2021-2022

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	PROJECT TOTAL
		Water Operation				100,538			100,538
		Sewer				43,088			43,088
Langley ADA Sidewalks	0010-5003-91947	General	100,000						100,000
ELAC / Cesar Chavez Sidewalks	0110-5003-91948	Measure R	270,000						270,000
Parking 1 Improvement	0421-5003-91931	Asphalt / Concrete Incentive	63,260	45,000					108,260
Alley Improvement		Measure R				130,000			130,000
ADA Wheelchair Access Ramps / Sidewalk Reconstruction	0110-5003-91945	Measure R	115,767	150,000		150,000		180,000	595,767
		Bike Route		80,000		80,000		100,000	160,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - ENGINEERING</b>			<b>3,242,908</b>	<b>1,699,994</b>	<b>4,642,321</b>	<b>2,087,970</b>	<b>1,158,000</b>	<b>1,501,000</b>	<b>14,232,193</b>
FUNDING RECAP :									
AQMD			103,372	52,344	52,344	52,344	53,000	53,000	366,404
Asphalt / Concrete Incentive			63,260	45,000	0	0	0	0	108,260
Gas Tax			0	25,000	625,000	225,000	25,000	25,000	925,000
General			252,100	0	0	0	0	0	252,100
Proposition A			255,470	90,000	840,000	90,000	90,000	90,000	1,455,470
Proposition C			250,000	50,000	250,000	302,000	0	55,000	907,000
Bike Route			0	115,000	35,000	120,000	40,000	145,000	455,000
Sewer			0	0	0	43,088	0	0	43,088
Water Operation			0	100,000	120,000	220,538	140,000	140,000	720,538
Measure M			0	250,000	250,000	250,000	250,000	250,000	1,250,000
Measure R			1,260,125	809,602	639,398	785,000	560,000	743,000	4,797,125
MTA Bike Lane Construction			328,300	0	0	0	0	0	328,300
MTA Clean Fuel Bus			527,522	0	0	0	0	0	527,522
MTA Monterey Pass Road Bike Grant			0	163,048	1,830,579	0	0	0	1,993,627
MSRC Natural Gas Vehicle			90,000	0	0	0	0	0	90,000
Safetea-Lu			49,090	0	0	0	0	0	49,090
MTA (Montebello)			8,741	0	0	0	0	0	8,741
ELAC Contributions			54,928	0	0	0	0	0	54,928
<b>TOTAL PUBLIC WORKS DEPARTMENT - ENGINEERING</b>			<b>3,242,908</b>	<b>1,699,994</b>	<b>4,642,321</b>	<b>2,087,970</b>	<b>1,158,000</b>	<b>1,501,000</b>	<b>14,332,193</b>

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 FISCAL YEAR 2016-2017 TO 2021-2022

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	PROJECT TOTAL
<b>PUBLIC WORKS DEPARTMENT - WATER</b>									
<i>Water Division (per the Water Master Plan updated April 2012)</i>									
<b>On-Going Projects:</b>									
Well Electrical and Pump Station Upgrades		Water Operation		100,000	110,000	120,000	130,000	140,000	600,000
Well Redevelopment Program An Ongoing Program to Maintain Efficiency of All City Owned Water Wells		Water Operation		200,000	200,000	220,000	220,000	250,000	1,090,000
Well Telemetry		Water Operation		50,000	55,000	60,000	70,000	75,000	310,000
Street Maintenance Reimbursed to General Fund	0092-4224-81580	Water Operation	950,000	1,000,000	1,050,000	1,100,000	1,150,000	1,150,000	6,400,000
<b>Water Main Replacement Projects:</b>									
Water Main Replacement		Water Operation		1,000,000	1,000,000	1,000,000	1,000,000	100,000	4,100,000
<b>Water Operational Projects:</b>									
Reservoir & Well Landscaping		Water Operation		30,000					30,000
Garvey Reservoir Preparedness	0010-5004-96083	General	164,481						164,481
Pilot Mobile Workforce System	0092-4224-82261	Water Operation	50,000						50,000
Seismic Retrofit Main Lines that cross Alhambra Wash		Water Operation		150,000	150,000	150,000	150,000	150,000	750,000
Russell Reservoir Construction and Booster Pump Replacement		Water Operation		2,000,000	5,000,000	1,000,000			8,000,000
Replace Delta Settling Tanks		Water Financing			6,075,000				6,075,000
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
Water Emergency Pumper	0093-4224-82262	Water Treatment	115,000						115,000
Fire Protection Pipeline Improvements		Water Operation		2,000,000	2,000,000	2,000,000			6,000,000

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 FISCAL YEAR 2016-2017 TO 2021-2022

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	PROJECT TOTAL
<b>Water Treatment Plant Projects:</b>									
Delta Plant Treatment System	0510-4224-82259	Proposition 84 Grant	4,130,400						4,130,400
	0093-4224-82259	Water Treatment	4,169,600						4,169,600
<b>TOTAL PUBLIC WORKS DEPARTMENT - WATER</b>			<b>9,579,481</b>	<b>7,630,000</b>	<b>15,640,000</b>	<b>11,150,000</b>	<b>2,720,000</b>	<b>1,865,000</b>	<b>48,584,481</b>
FUNDING RECAP:									
Proposition 84 Grant			4,130,400	0	0	0	0	0	4,130,400
General			164,481	0	0	0	0	0	164,481
Water Treatment Financing			0	0	0	0	0	0	0
Water Treatment			4,284,600	0	0	0	0	0	4,284,600
Water Operation			1,000,000	7,630,000	9,565,000	5,650,000	2,720,000	1,865,000	28,430,000
Water Financing			0	0	6,075,000	5,500,000	0	0	11,575,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - WATER</b>			<b>9,579,481</b>	<b>7,630,000</b>	<b>15,640,000</b>	<b>11,150,000</b>	<b>2,720,000</b>	<b>1,865,000</b>	<b>48,584,481</b>

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 FISCAL YEAR 2016-2017 TO 2021-2022

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	PROJECT TOTAL
		Asset Forfeiture	300,000	100,000	700,000	200,000	0	0	1,300,000
		Asphalt / Concrete Incentive	63,260	45,000	0	0	0	0	108,260
		AQMD	103,372	52,344	52,344	52,344	53,000	53,000	366,404
		Bike Route	0	115,000	35,000	120,000	40,000	145,000	455,000
		ELAC Contributions	54,928	0	0	0	0	0	54,928
		Gas Tax (State)	0	25,000	625,000	225,000	25,000	25,000	925,000
		General	2,977,882	102,000	42,000	42,000	44,000	44,000	3,251,882
		General CIP Reserve	2,500,000	3,100,000	0	0	0	0	5,600,000
		Maintenance District	0	30,000	41,000	42,000	53,000	54,000	220,000
		Maintenance Grant (0344 Trust)	75,000	85,000	95,000	105,000	110,000	115,000	585,000
		Measure M	0	250,000	250,000	250,000	250,000	250,000	1,250,000
		Measure R	1,301,569	809,602	639,398	785,000	560,000	743,000	4,838,569
		MTA Bike Lane Construction	328,300	0	0	0	0	0	328,300
		MTA Clean Fuel Bus	527,522	0	0	0	0	0	527,522
		MTA (Montebello)	8,741	0	0	0	0	0	8,741
		MTA Monterey Pass Road Bike Grant	0	163,048	1,830,579	0	0	0	1,993,627
		MSRC Natural Gas Vehicle	90,000	0	0	0	0	0	90,000
		Park Facilities	205,191	550,000	600,000	330,000	350,000	200,000	2,235,191
		Proposition 84 Grant	4,130,400	0	0	0	0	0	4,130,400
		Proposition A	255,470	90,000	840,000	90,000	90,000	90,000	1,455,470
		Proposition C	250,000	50,000	250,000	302,000	0	55,000	907,000
		Public Safety Impact Fee	642,586	400,000	0	0	0	0	1,042,586
		Safetea-Lu	49,090	0	0	0	0	0	49,090
		Sewer	894,899	613,900	1,935,800	1,764,842	2,307,054	0	7,516,495
		Shop	37,399	600,000	650,000	650,000	0	0	1,937,399
		Technology	95,000	360,000	100,000	100,000	100,000	0	755,000
		Video Service Franchise Trust	63,291	0	0	0	0	0	63,291
		Water Operation	1,088,140	7,760,000	9,685,000	5,870,538	2,860,000	2,005,000	29,268,678
		Water Financing	0	0	6,075,000	5,500,000	0	0	11,575,000
		Water Treatment	4,284,600	0	0	0	0	0	4,284,600
<b>CITYWIDE TOTAL</b>			<b>20,326,639</b>	<b>15,300,894</b>	<b>24,446,121</b>	<b>16,428,724</b>	<b>6,842,054</b>	<b>3,779,000</b>	<b>87,123,432</b>

**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>
General Municipal Election Voter Turnout	March, 2017 24%	

**2016-2017 GOALS AND OBJECTIVES**

1. Goal: Prepare, plan and implement a general municipal election on March 7, 2017 to fill two council seats, a city clerk seat, and a city treasurer seat.  
  
Status: City Council has adopted resolutions required for the election. The election is consolidated with the Los Angeles County election. Work on the election has been started.
  
2. Goal: Prepare and conduct the annual destruction of records event.  
  
Status: Completed. 118 boxes of records were sent to a certified shredder company to purge the records.
  
3. Goal: Research for a more permanent digital records management solution to promote transparency and easier access to the general public.  
  
Status: The project was turned over to an internal technology committee to conduct research and to make a recommendation for a digital records management solution.

**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.	26	26
✓ Number of years received awards from GFOA for excellence in financial reporting.	27	27 (*)

(\*) Finance submitted the application for the 2015-2016 CAFR award program in December 2016 and expects to receive the award in March 2017.

**2016-2017 GOALS AND OBJECTIVES**

1. Goals: Upgrade the Finance System to be in line with new technologies as well as to migrate to the current version of the database server. This is Year One of a multiyear project.  
  
Status: The City received three proposals and received onsite demos from two firms. The project will be presenting to the Technology Committee and through the Committee, the final contract award will be presented to the Council for its approval.
  
2. Goals: Implement Long Term Financial Planning analysis into the FY 2017-18 Budget Process.  
  
Status: Finance will expand the 5-year financial analysis to include the estimated revenues generated from the Market Place and Hotel development projects as well as additional expenditures which will be needed during the 2017-18 Budget process.

## Activity 1404 – Data Processing

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
✓ Major Programming Projects	2	1
✓ Modifications/Enhancements to Existing Programs	10	3

### 2016-2017 GOALS AND OBJECTIVES

1. Goals: Conduct a request for proposal for Information Technology services.

Status: The task is in the process and will be done after the selection of the new Financial Management Software.
2. Goals: Conduct a request for proposal for financial management software.

Status: RFP process for Financial Management Software was completed and staff will be presenting the final selection result for the Council's approval in 2017.
3. Goals: Upgrade the finance system 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 Microsoft SQL Server 2005, which will not be supported in 2016.

Status: Because of the new Financial Management Software process, the City needs an updated hardware to support the new software. Staff completed the RFP for hardware Hyperconverged solution and is in the process to have the Council's approval.

**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	\$72 million
✓ Interest Investment Earnings	\$400,000	\$159,254 <sup>(1)</sup>

(1) As of 12/31/2016

**2016-2017 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 2016-17 for the City was \$72 million, with an average yield of 1.034%. We expect the earnings be higher for next six months due to better economic conditions and Federal Reserve rate increases.

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 17, 2016 and September 21, 2016. Changes have been 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 2015-16 annual investment report was originally presented to the City Council on August 17, 2016 and the final revised publication on September 21, 2016.

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

**Activity 1701 – Planning Division**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>DISCRETIONARY APPLICATIONS</b>		
Code Amendments	5	5
Conditional Use Permits	7	8
General Plan Amendments	1	0
Modification to Specific Plan	1	0
Parcel Maps	2	2
Master Plan Related	0	1
Radius Map/Mailing	15	20
Tentative Tract Maps	3	5
Time Extensions	2	7
Variances	2	0
Zone Changes	1	1
<b>CEQA</b>		
Environmental Impact Reports	0	0
Negative Declarations	3	3
Categorical Exemptions	6	18
<b>DESIGN REVIEW</b>		
Signs	6	6
Remodels, No increase of floor area	4	4
Remodels, Increase of floor area	1	0
New Construction < 10,000 SF	2	2
New Construction > 10,000 SF	4	3
Landscaping	2	0
Single Family Residential	12	16
<b>ADMINISTRATIVE APPLICATIONS</b>		
Annual Review of CUPs/Variances	0	0
Banners	56	43
Minor Departure	1	0
Second Units	2	4
Site Plan Review	6	4
Temporary Use Permit	20	39
Traffic Study	1	3
Yard Sales	260	224

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

### 2016-2017 GOALS AND OBJECTIVES

1.    **Goal:**    Process a Zone Change and General Plan Amendment along Monterey Pass Road from Garvey Avenue to the north and Floral Drive to the south to create a more conducive light industrial and warehousing area that is beneficial to other commercial and service businesses in the community.  
  
**Status:**    Researching the approach to the project and evaluating the existing condition of the project area. Analysis will likely begin in early 2017.
  
2.    **Goal:**    Work in coordination with the Public Works Department to complete the South Garfield Village Specific Plan street improvement project.  
  
**Status:**    The South Garfield Village Specific Plan street improvement project, which includes the preparation of a BID packet for improvement work in the public right-of-way is currently 60 percent complete and on schedule. The BID packet will be completed for City Council review in February/March 2017.
  
3.    **Goal:**    Continue to process various Zoning Code clean up items.  
  
**Status:**    In 2016, the Planning Division processed five Code Amendments to Title 21 and has completed all the Zoning Code clean-up items. The remaining Code Amendment items will address new uses that are currently not in the Zoning Code. These items will be addressed in 2017.
  
4.    **Goal:**    Review and report the adequacy of the Comprehensive General Plan to the Planning Commission and City Council.  
  
**Status:**    Researching the approach to the project and the funding resources to initiate a future update to the General Plan. A land use consultant may be retained to assist in this process.

## Activity 1702 – Code Enforcement Division

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>INSPECTIONS(*)</b>		
Residential Inspections	3,959	1,718
Home Occupation	258	252
Commercial Inspections	459	630
Industrial Inspections*	<u>102</u>	<u>116</u>
Total Inspections	4,778	2,716

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

\*\* *Numbers included in inspection figures*

Complaints received and Investigated	1,420	984
Cases Clearance Rate	95%	95%
Volunteer Hours Donated	384	189
Administrative Citations	314	151

### 2016-2017 GOALS AND OBJECTIVES

1. **Goal:** Modify its current operating practices from a reactive enforcement approach to a more proactive approach by building relationships with the Downtown Business Improvement District (BID), Monterey Park Chamber of Commerce and major property owners in the community.

**Status:** Coordinated and conducted face to face meetings with several property owners and businesses along East and West Garvey Avenue, including businesses and property owner within Parking District 2 to improve exterior appearance along Garvey Avenue and rear parking areas. Additional contacts and meetings will be conducted with members of the Monterey Park Chamber of Commerce regarding properties city-wide during the remainder of this fiscal year.

2. **Goal:** Prepare a Manual of Responsibility and Standard of Operating Procedure (SOPs) to provide existing and future code enforcement officers a greater understanding of the Division's responsibilities and how the Division interacts with other City departments to accomplish its mission.

**Status:** Review of past Code Enforcement manuals and policies is underway. A comprehensive SOP will be prepared based on past policies and existing strategies specifically aimed at issues affecting the City of Monterey Park and staff's ability to resolve issues and conflicts.

3. Goal: Continue to build the Code Enforcement Volunteer Program by recruiting and training at least four (4) additional Code Enforcement volunteers thereby increasing volunteers from 4 to 8 allowing an increase in inspections city-wide.

Status: During this mid-year period, the Code Enforcement Division recruited, interviewed, selected and trained ten (10) volunteers. Unfortunately, two have resigned and the Division only has 8 volunteers to conduct city-wide inspections on weekends. Additional week day inspections by volunteers is pending, subject to availability of volunteers.

### Activity 1703 – Building Division

#### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>PERMITS</b>		
Building Permits:		
a. Residential, New	50	16
b. Residential, Add/Alter	310	212
c. Non-Residential, New	10	1
d. Non-Residential, Add/Alter	100	70
e. Miscellaneous	<u>80</u>	<u>111</u>
<b>Building Permits Total</b>	<b>550</b>	<b>410</b>
Electrical Permits	160	68
Mechanical Permits	100	38
Plumbing Permits	<u>100</u>	<u>60</u>
<b>All Permits Total</b>	<b>910</b>	<b>576</b>
<b>ANNUAL PERMIT VALUATION</b>	<b>73 mil.</b>	<b>13 mil.</b>
<b>PLAN CHECKS</b>		
<b>Total Number Processed</b>	<b><u>300</u></b>	<b><u>282</u></b>
Processed In-House	91%	98%
Contracted Out	9%	2%
<b>INSPECTIONS</b>		
Construction Inspections	6,000	3350
Certificate of Occupancy	200	78
<b>All Inspections Total</b>	<b>6,200</b>	<b>3428</b>

#### 2016-17 GOALS AND OBJECTIVES

1. Goal: Aims to hire an additional full-time building inspector or identify additional staffing to provide full and complete coverage of daily inspections thereby providing more efficient service to the community.

Status: The Building Official worked with the Human Resources Department on the recruitment. The results of the recruitment did not produce an experienced candidate and as such, the recruitment has been reopened.

2. Goal: Work on streamlining the permit intake process reducing paper costs and enhancing staff efficiency.

Status: This process is ongoing. Counter staffs have gain a better understanding of plans intake processes and learn to better analyze construction document resulting in time saving during plan check and permit issuance. This also helps with efficiency when a certificate of occupancy is necessary.

3. Goal: Work with Accela, permitting software vendor, to enhance the systems workflow and efficiency thereby allow better tracking and improved service to the community

Status: This is ongoing. Accela is facing integration issues with third party vendors and is working on the issues.

## **Activity 1704 – Economic Development Division**

### **2016-2017 GOALS AND OBJECTIVES**

1. Goal: Identify underutilized commercial properties in the community and create a data base to facilitate the marketing of these properties.

Status: Staff continues to market a larger number of underutilized properties at the ICSC conferences and throughout the year. Interest in Monterey Park by brokers has increased in the last two years and staff continues to reach out to them and provide updated information on potential sites.

2. Goal: Continue to facilitate the establishment of a Business Improvement District (BID) in the South Garfield Village Specific Plan area.

Status: This item will be revisited once the city improvements have begun. It is felt that merchants and property owners may be more apt to participate in the creation of a BID if they see progress with the city improvements.

3. Goal: Evaluate the adequacy of the Economic Development Element of the General Plan and report the findings and recommendations to the Planning Commission and City Council.

Status: The Economic Development Division will be working with the Planning Division to evaluate the adequacy of the General Plan elements. A land use consultant may be retained to assist in this process.

4. Goal: Prepare an Economic Development Strategic Plan for the community.

Status: Researching the approach to the project and the funding resources to initiate and prepare an Economic Development Strategic Plan.

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

#### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Agencies assisted from Community Fund	1	0
Number of Housing Rights Center clients assisted	125	31

#### **2016-17 GOALS AND OBJECTIVES**

1. Goal: Implement all goals as identified in the City of Monterey Park 2015-2020 Five-Year Consolidated Plan.

Status: The City continues to provide annual CDBG funding to the Housing Rights Center to assist the City in its' efforts to provide housing mediation and assistance.

### **Activity 2206 – Home Housing Program**

#### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Residential Rehab Grant and Loan Program Participants	4	0

#### **2016-17 GOALS AND OBJECTIVES**

1. Goal: Implement all goals as identified in the City of Monterey Park 2015-2020 Five-Year Consolidated Plan.

Status: Staff has updated the application forms and information packet to facilitate a better understanding of the City's Residential Rehabilitation Program funded with HOME funds.

2. Goal: Complete at least four (4) residential rehabilitation projects.

Status: Staff continues to advertise the Residential Rehabilitation Program through various publications and at various locations throughout the community. Due to the limited interest in the program, staff will be presenting revised guidelines to the City Council for consideration during the second half of this year's budget.

### **Activity 2207 – Affordable Housing Program**

#### **PROGRAM MEASUREMENTS**

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

#### **2016-17 GOALS AND OBJECTIVES**

1. Goal: Implement all goals as identified in the 2015-2020 Consolidated Plan.

Status: Staff continues to monitor the progress of Residential Rehabilitation projects on a regular basis.

2. Goal: Identify other potential affordable housing projects that could utilize HOME or Housing funds.

Status: Staff reached out to nonprofit organizations and all faith based organizations in the community to solicit interest in either residential rehabilitation projects of larger affordable projects. MERCI has submitted a request for assistance that staff is currently reviewing.

**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	295	295
Budgeted Part-time	50	50
Total Citywide FTE	352	352
Total Number of Competitive Service Positions Filled	45	36
Examinations Administered	30	30
Total Number of Applications Processed	2,200	2,809

**2016-2017 GOALS AND OBJECTIVES**

1. Goal: Complete implementation of the NeoGOV/GRM HRIS system.  
Status: GRM system is completed and NeoGOV is 70%.
2. Goal: Complete MOU negotiations with sworn bargaining units.  
Status: Completed two (2) MOU's (FFA and PCOA) and tentative completed contract negotiations with the POA. Anticipate completion with POMMA and the POA-Captains Unit
3. Goal: Re-instate and implement the Employee Recognition Program to recognize employee service milestones.  
Status: We've accomplished this goal. The city has caught up with all employee service milestones of 5, 10, 15, 20, 25 and 30+ for the past five year.

## Activity 1802 – Risk Management Division

### PROGRAM MEASUREMENTS

<u>Liability Claims Filed</u>	<u>Budget Projection</u>	<u>Year-to-Date</u>
GENERAL GOVERNMENT	0	1
POLICE	10	3
FIRE	0	3
LIBRARY	0	0
MANAGEMENT SERVICES	0	0
RECREATION & COMMUNITY SERVICES	5	0
HUMAN RESOURCES	0	0
DEVELOPMENT SERVICES	0	0
PUBLIC WORKS	<u>26</u>	<u>6</u>
<b>TOTAL</b>	<b>41</b>	<b>13</b>

#### Workers' Compensation Claims Filed\*

GENERAL EMPLOYEES	0	1
POLICE	7	3
FIRE	4	7
LIBRARY	0	1
PUBLIC WORKS	4	4
RECREATION & COMMUNITY SERVICES	<u>1</u>	<u>2</u>
<b>TOTAL*</b>	<b>16</b>	<b>18</b>

\*Includes all claims that are OSHA recordable.

### 2016-2017 GOALS AND OBJECTIVES

1. Goal: Expand the Ergonomic Program to Public Works and Fire to reduce WC costs.  
 Status: Provided hands-on Back Safe Ergonomic training to 41 Public Works field personnel and Sitting Safe training to 54 office personnel.
  
2. Goal: Provide CalOSHA Public Works training and in-house quarterly employee training including Workplace Safety training, Harassment and Retaliation Prevention training, Accident Prevention and Customer Service.  
 Status: 192 employees have received training through the first six months of the fiscal year.
  
3. Goal: Complete a Risk Management/Pool/Commercial Insurance Assessment.  
 Status: This Project has not been initiated and is being reassessed given the current ICRMA status.

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

**Activity 3101- Administration Bureau**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Total Volunteer Hours:	17,200	6,625
Total Number of Volunteers:		
Reserves Officers	23	19
Explorers	30	18
Records	1	1
MPEC	17	16
MPCP	21	12
Investigations	1	1
Animal Control	2	1
Chaplain	6	7
CRB Intern	0	3

Formal Training Hours for all Personnel: 3,294 hours (YTD)

**2016-2017 GOALS AND OBJECTIVES**

1.     **Goal:**     The Training Bureau in conjunction with the Los Angeles County District Attorney's office will host a POST certified Mental Health Awareness class. Participants will include our personnel and members of other police agencies. The training will focus on best practices for first responders in addressing persons in mental health crisis.  
  
           **Status:**   The Training Bureau hosted the Mental Health Awareness training class July 12-13, 2016.
  
2.     **Goal:**     The Training Manager will update the department's current field training manual to ensure compliance with current and proposed POST standards.  
  
           **Status:**   The Training Manager has begun updating the training manual which will be completed before the end of the fiscal year.

## Activity 3102-Traffic Bureau

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of Citations:		
Traffic	6,500	1,960
Parking	11,000	4,566
Traffic Collisions Incidents:		
Fatal	*	1
Injury	*	114
Non-Injury	*	344
Fatalities	*	1
Persons Injured	*	132
Number of Drunk Driving Arrests	150	29
% of Traffic Investigations Commenced within 3 Days	100%	100%
% Response on Citation Appeals/Complaints within 3 Days	100%	100%

### 2016-2017 GOALS AND OBJECTIVES

1. Goal: Assess the commercial district and truck route signage throughout the city and make service requests for the replacement of missing, damaged and faded signs. This will increase the effectiveness and efficiency of enforcement as well as enhance the appearance of the city.

Status: The Traffic Bureau CSO's have begun recommending sign improvements. These recommendations are being entered into the Service Tracking System.
2. Goal: Provide ongoing training to officers on the procedures to issue 72 hr markings, administrative citations for tour buses, and recreational vehicle restrictions and permits.

Status: Traffic Bureau personnel have attended all four patrol shift briefings. Officers were given a presentation and provided with information on the newly implemented "Oversized Vehicle" ordinance.

## Activity 3103-Field Services

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Calls for Service		
Citizen Request	35,000	17,332
Officer Observed	<u>21,625</u>	<u>9,508</u>
<b>Total Calls for Service</b>	<b>56,625</b>	<b>26,840</b>
Priority I (Emergency) Response Time (minutes/seconds)	4:05	4:43
Priority II Response Time	5:30	5:32
Priority III Response Time	9:00	9:12
Priority IV Response Time	6:55	5:55

### 2016-2017 GOALS AND OBJECTIVES

- 1. Goal:** Officers will receive training in First Aid/CPR/AED. The training will strengthen the officer's skills in life saving techniques. It will also keep officers compliant with State mandated requirements

**Status:** All patrol officers have completed First Aid/CPR/AED training.
- 2. Goal:** To improve patrol response and interaction with individuals suffering from a mental health crisis, patrol officers will be scheduled one shift with the Mental Evaluation Team.

**Status:** All Patrol FTO's and Agents have been scheduled to work one shift with the MET Team. Agents will complete the training by January 1, 2017. FTO's will complete the training in February 2017.

## Activity 3104-Investigations Bureau

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Part I Crimes Investigated	1,500	848
Part I Crime Clearance Rate	19%	14%
Suspected Child Abuse Reports Follow Up within One Business Day	100%	100%

### 2016-2017 GOALS AND OBJECTIVES

- Goal:** Conduct briefing training for patrol personnel on new technology used by the investigations bureau. This will give patrol personnel a better understanding of what new technology is available and being used by the Bureau.

**Status:** This training is currently being conducted by Investigations Bureau personnel. The anticipated completion date is January 1, 2017.
- Goal:** Provide community presentations on how to identify and report to police possible residential motels as well as prostitution houses in their neighborhood.

**Status:** To date, three presentations have been conducted during Neighborhood Watch meetings. This goal is ongoing with more presentations scheduled after the first of the year.

## Activity 3111-Animal Control Bureau

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-date</u>
Number of Dog Bites Reported	8	4
Impounded Animals (Strays Picked up/Counter)	760	754
Warnings/Citations	65	60
Injured Animals	75	78
Dead Animals Picked Up	560	417
Students in Educational Programs	60	60

Response Time:

Dead Animals (minutes/seconds)	6:15	6:57
Response Time:		
Injured/Sick Animals (minutes/seconds)	8:45	9:47

**Calls for Service:**

Calls Handled by ACO	1,250	1,302
Calls Handled by MPPD Officers	275	112
Calls Handled by L.A.C.D.A.C.C.*	225	57
Total calls for service:	1,750	1,471

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

**2016-2017 GOALS AND OBJECTIVES**

1. Goal: The Animal Control Bureau will distribute information on pet safety and animal care to the public on a quarterly basis utilizing the department’s social media outlets. This will assist in getting information out to the public in a timely manner.

Status: The Animal Control Bureau utilized the department’s social media outlets to advertise the pet vaccination clinic in October 2016. The bureau will distribute additional information in the upcoming months.

2. Goal: The Animal Control bureau will coordinate with the Training Bureau to schedule training for new employees in the area of Animal Control. This will give the new employee an opportunity to receive training in this area and observe the types of calls that are handled by Animal Control.

Status: The three new police officer trainees have been scheduled for their Animal Control Bureau training.

**Activity 3112-Communications Bureau**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Police Service Calls	35,000	17,332
Officer Observations	<u>21,625</u>	<u>9,508</u>

Total Police Service Calls	<b>56,625</b>	<b>26,840</b>
Animal Control Service Calls	1,750	1,471
Priority I Dispatch Time Emergency (minutes/seconds)	0:55	1:05
Priority II Dispatch Time Non-Emergency (minutes/seconds)	3:40	4:46
Priority III Dispatch Time Non-Emergency (minutes/seconds)	10:30	13:50
Priority IV Dispatch Time Non-Emergency (minutes/seconds)	7:45	9:17

### **2016-2017 GOALS AND OBJECTIVES**

1. Goal: Receive continued training to enhance skills in recognition and response to calls for service from citizens experiencing a high level of stress due to medical emergencies, violence, or traumatic events. Training will include recognition of the human stress response, empathetic and professional response, mental preparation, and post-incident stress management. Continued training in this area will increase knowledge and efficiency in order to serve citizens experiencing a crisis or emergency situation.  
  
Status: Dispatchers will watch two P.O.S.T videos entitled “Career Resiliency” and “Crisis Communication” that will fulfill the training for this budget goal. Goal will be completed by January 2017.
  
2. Goal: Present the “9-1-1 for Kids” program to elementary schools in the city. The program provides educational tools to teach proper use of the 9-1-1 system.  
  
Status: Teaching supplies and handouts have been received from “9-1-1 for Kids”. Presentations will begin in January 2017.

### **Activity 3113- Jail Bureau**

#### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-date</u>
Prisoners Booked (excluding fee paying)	930	408

Fee Paying Prisoners Booked	175	80
<b>Total Prisoners Booked</b>	<b>1,105</b>	<b>488</b>
Jail Revenue (fee paying)	\$60,500	\$34,361
Prisoner Satisfaction Rating	98%	98%

### 2016-2017 GOALS AND OBJECTIVES

1. Goal: Jail personnel will design a new Medical Screening and Housing Classification form. This form will better assess arrestees that are brought into the jail facility for potentially medical and mental health issues.

Status: Medical Classification forms from surrounding agencies have been collected. Jail Bureau personnel are in the process of putting together a sample form.

2. Goal: The Mental Evaluation Team and Lead Jailer will design and present a training class on how to identify arrestees with mental health issues at the time of intake. This will allow Jail personnel to be able to quickly evaluate a person's mental condition and find suitable housing for them if needed.

Status: This budget goal was completed on October 5, 2016.

### **Activity 3114-Records Bureau**

#### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-date</u>
Reports Processed	5,700	2,832
Traffic Citations Processed	6,500	1,960
Data Entry Completion (within 7 days)	100%	99%
Complaints Processed for Court (within 8 days)	100%	100%

## **2016-2017 GOALS AND OBJECTIVES**

1. Goal: Receive training in processing the monthly UCR report. Each Clerk will be responsible for submitting a UCR report to The Department of Justice.  
  
Status: Two Records Clerks have been fully trained in processing the UCR report and have each submitted a report. Two other Clerks are currently in the training process.
2. Goal: Begin an accelerated effort to purge past records that can be discarded according to the City retention criteria. The process will eliminate unnecessary records and keeping only what is required by law.  
  
Status: Two clerks and one part-time clerk have been trained in the retention/purging process. The storage area has been re-organized to facilitate the process. Purging has begun for “2003” cases.

## **Activity 3115-Computer Services**

### **2016-2017 GOALS AND OBJECTIVES**

1. Goal: Assist in the installation of the upgrade to the Computer Aided Dispatch/Records Management System and upgrade the necessary infrastructure to support the system.  
  
Status: Computer Services personnel are assisting with this project. Staff is currently awaiting finalization of the vendor contract.
2. Goal: Computer Services personnel along with the Technical Services Bureau will train authorized personnel in the use of the i4-POD portable surveillance system. This is a portable video camera system that will allow department personnel to remotely monitor a problem area in the city.  
  
Status: Training was given to Fire Department personnel who utilized the camera during a City event. Training is scheduled for Police Department personnel after the beginning of the year.

## Activity 3120-Community Relations Bureau

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-date</u>
Tour of City Facilities (number of persons)	800	201
Neighborhood Watch Groups	82	80
Business Watch Groups	81	77
Monterey Park Citizen Patrol (MPCP) Hours Volunteered	1,900	1,235
Police Explorer Hours Volunteered:	3,800	800
Police Chaplin Hours Volunteered:	395	216

### 2016-2017 GOALS AND OBJECTIVES

- Goal:** Personnel will present quarterly “Active Shooter” training to local businesses in the City. The program will provide business owners and their employee’s information on what to do should they ever be faced with such an incident.

**Status:** Two “Active Shooter” presentations have been conducted, one at Garfield Hospital and one at Monterey Park Hospital.
- Goal:** Coordinate with the Public Works Department in identifying and replacing any Neighborhood Watch signs which are worn out or in disrepair. This will enhance crime prevention efforts, draw attention to the Neighborhood Watch program, as well as help to beautify the City.

**Status:** To date, fifty Neighborhood Watch street signs have been replaced throughout the city.

**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:	\$ 100,000	\$10,000

*Year to date grants received: As of December 2016, 2015 SHSGP Award for CBRNE Search & Rescue Equipment and notification received for potential award of 2016 UASI of \$128, 458 for training and equipment. It is in the pre-approved staff and set for final approval phase with the City of Los Angeles.*

*Performance Measurement:*

*Directives relating to the commencement of Accreditation:* Send a minimum of two employees to the introductory Accreditation course, “Quality Improvement through Accreditation” sponsored by the Center for Public Safety Excellence. This course is to help agencies prepare for accreditation, obtain the latest self assessment manuals, community risk/standards of cover manual, and gain assistance from peer team leaders.

Status: The Fire Department intends to send two-three employees to the next Southern California workshop April 26 – 28, 2017 in Anaheim.

**2016-2017 GOALS AND OBJECTIVES**

1. Goal: Improve Organizational Effectiveness and Efficiency: Develop and implement the use of analytical performance reports and validation mechanisms for Emergency Operations and Emergency Medical Service Divisions.

Status: Emergency Medical Services Division implemented statistical reporting and review as a method to measure performance, training needs, and quality improvement needs. In addition, Emergency Operations Division will be moving towards analytical review in the second quarter.

Goal: Attract and Retain Quality Employees: Determine the feasibility of implementing the Fire Explorer Intern Program on a permanent basis to provide work and life skills mentorship in Fire Prevention, Emergency Operations, and Fire Administration.

Status: A second pilot program consisting of seven Explorers was held in the summer of 2016 and deemed very successful. Two of the Summer Explorer interns are currently working as an Intern in Fire Prevention and looking forward to attending EMT School and then Fire Academy.

2. Goal: Improve Organizational Effectiveness and Efficiency: Restructure and centralize administrative functions of Fire Prevention and Fire Administration while implementing cross-training of tasks to ensure continuity of service, enhanced service efficiency, and preparation for succession planning.

Status: Staff has begun to restructure and reorganize various tasks in fire prevention and Fire Administration such as the preparation of permit and inspection invoices, ledger updates and maintenance, changed purchasing processes and account oversight department-wide, and began cross training of certain tasks with the new personnel hired in the second quarter.

3. Goal: Improve Organizational Effectiveness and Efficiency: In concert with the Management Services Department, develop and Information Technology (“IT”) working group to oversee Fire Department software and technological programs to leverage and promote the most effective and cost efficient uses of programs.

Status: The Fire Department has two employees participating as members of the City’s IT Committee, which will address IT and software issues city-wide. In addition, a Fire Department captain will be overseeing and supervising the Fire Department’s technology programs and future needs and ensure coordination with the City’s IT Committee.

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

#### **PROGRAM MEASUREMENTS**

<b><u>Fiscal Year</u></b>	Budget	
	<u>Projection</u>	<u>Year-to-Date</u>
Permits Received	1,265	486
Plans Received	625	173
Plan Re-Checks	125	48

#### **Inspections**

New Construction	500	227
Fire Protection Systems	179	412
Commercial (includes New Bus)	600	115
Industrial Waste (Restaurants)	248	292
State Mandated Facilities (Assemblies, Schools, Hospitals )	246	221
State Mandated Residential (Apartments)	836	1,641
Re-inspections and Investigations	1,357	269
Condominium/Townhome Properties Audit	<u>0</u>	<u>405</u>
<b>Total Inspections</b>	<b>3,966</b>	<b>3,582</b>

### **Cost Recovery Programs**

Fire Inspections (Including Annual Business Inspections)	\$134,827	21,225
Plan Checks and Permits	\$237,438	59,107
Industrial Waste	<u>\$158,010</u>	<u>78,907</u>
Total Revenue Collected	\$530,275	\$159,239

*\*Data: Period of July 1 – December 22, 2016*

### **Performance Measurements:**

### **Year-to-Date**

Reduce Re-Inspections from 55% to 45% of total inspection numbers. 100%

\*Permit and Plan Check Processing Turn-Around 75%  
To be completed in less than seven (7) working days  
With 90% efficiency.

*\*Average turn-around reflects 14 business days for outside consultant review; staff time for intake/processing in less than seven (7) days.*

### **2016-2017 GOALS AND OBJECTIVES**

- Goal: Improve Organizational Effectiveness and Efficiency: As required by State mandate, adopt the 2016 California Codes of Regulations, Title 24, to include the California Fire Code with local amendments. In addition, research the feasibility of amending the Monterey Park Municipal Code to include complete sprinkler installation for new commercial establishments.

Status: Ordinance with local amendments was adopted by the City Council on November 16, 2016. The Ordinance included a complete fire sprinkler installation for new commercial establishments.

2. Goal: Improve Organizational Effectiveness and Efficiency: To increase the knowledge, uses, and efficiency of the ACCELA permit system, coordinate on-site training for all Fire Prevention and Administrative personnel.

Status: Successfully provided hands-on training to two Fire Prevention staff members in the second quarter on the ACCELA permit system. Access to on-line training program and materials provided to all Fire Prevention and Administrative personnel.

3. Goal: Improve Organizational Effectiveness and Efficiency: Research the feasibility of expanding the apartment inspection program to include townhomes and condominiums to ensure life safety of the residents and property owners.

Status: Successfully completed 95 percent of the research and have identified 405 property complexes housing 3,021 units.

## Activity 3210 – Emergency Operations

### PROGRAM MEASUREMENTS

#### EMERGENCY ACTIVITY SUMMARY

<u>Fiscal Year</u>	Budget	
<u>*All Emergency Incidents</u>	<u>Projection</u>	<u>Year-to-Date</u>
Fire	621	153
EMS	3,883	1,132
Other (Hazardous conditions, false alarms, public assist, cancelled en route)	<u>288</u>	<u>58</u>
<i>*Data Source: Verdugo Communication July - November</i>	4,792	1,910
<u>Automatic Aid/Mutual Aid*</u>		
Auto Aid/Mutual Aid Provided	800	294
Auto Aid/Mutual Aid Received	<u>500</u>	<u>171</u>
Total Automatic/Mutual Aid	1,300	465
<i>*Data Source: Verdugo Communications -- July - October</i>		
<u>Average Response Times</u>		
EMS	5:00	4:39

Service	5:40	5:35
---------	------	------

*\*Data Source: Verdugo Communications  
- October 2016*

**Average Turn-out Time**

Fire	1:19	1:18
EMS	1:05	0:59
SERVICE	1:27	1:27

*\*Data Source – Verdugo Communications*

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

**Volunteer Hour**

Hours Donated by Reserves	12,480	8,000
Hours Donated by Explorers	1,588	960

*\*(Seven Reserves who typically provide a minimum of one-24 hour shift per week).*

**NON-EMERGENCY ACTIVITY SUMMARY**

**Training Hours – Non Medical**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
In Service Training	21,500	14,000
Specialty Courses (Grant Funded)	<u>200</u>	<u>150</u>
Total Hours	21,700	14,150

**Performance Measurements:**

Apply a minimum of 20% of the annual training schedule to regional, coordinated multi-agency drills to ensure a coordinated approach, methodologies, and use of equipment for regional emergency response.

Status: Established a local training agency committee with designated monthly training projects with the cities of Alhambra, San Marino, San Gabriel, and Pasadena.

**2016-17 GOALS AND OBJECTIVES**

- Goal: Improve Organizational Effectiveness and Efficiency: To improve and maintain optimal inter-agency efficiency, the training division will integrate the Los Angeles Area Training Group (RTG) curriculum into the department’s training program.

Status: This program was implemented during the first quarter and involves each captain being given a designated training month and topic. Each captain oversees the

training curriculum, release to all personnel and a training exercise involving the selected subject matter.

2. Goal: Improve Organizational Effectiveness and Efficiency: Evaluate, adapt, and implement the “Transitional Fire Attack” model. This is a science-based approach to attacking modern fire situations to implement a more efficient and coordinated method of firefighting to enhance life safety and property conservation without increasing the hazards associated to fire personnel.

Status: All personnel have received training on the “Transitional Fire Attack” model and are working towards integrating this firefighting model into operations.

### **Activity 3220 – Emergency Medical Services**

#### Performance Measurements:

The following areas have been identified as new performance measures to be implemented and monitored during the upcoming year. Emergency Medical Service personnel are to achieve 90% compliance or higher:

Fiscal Year 2016-2017:

1. Document cardiac arrest patient Citizen CPR prior to EMS arrival
2. Vital sign documentation after pain management
3. Documentation of numerical pain assessment with trauma complaint
4. Documentation of stroke patients and emergency room destination

Status: Reporting on the Fiscal Year 2016-2017 Performance Measurements will be provided in the fourth quarter.

Required EMS Training Hours (per person per year):

- |                                 |    |
|---------------------------------|----|
| a. Paramedic                    | 24 |
| b. Emergency Medical Technician | 16 |

### **2016-2017 GOALS AND OBJECTIVES**

1. Goal: Improve Organizational Effectiveness and Efficiency: Enhance the Community CPR Hands Only CPR and AED Training Program for residents and employers in Monterey Park. In addition, begin tracking and reporting citizen applied CPR prior to Fire Department Paramedic arrival on cardiac arrests patients.

Status: This program is on-going. Currently, our department staffs a “Hands Only CPR” booth at community events. We also participate in the countywide “Hands Only CPR” awareness day.

2. Goal: Improve Organizational Effectiveness and Efficiency: As the demand for emergency medical services increases in the City, combined with the uncontrolled CPI adjustments on the cost of medical supplies and pharmaceuticals, staff is to research the development of an inventory and supply management system to improve efficiencies in cost management, inventory supplies, and emergency response.

Status: On-going project. Currently our in-house inventory has been streamlined to reduce waste from expiration dates. Current vendor has most competitive pricing along with free shipping if not a rush order. Apparatus inventory has been standardized to reduce waste and streamline restocking of disposable items.

### **Activity 3230 – Community Risk Reduction**

#### **PROGRAM MEASUREMENTS:**

##### DISASTER PREPAREDNESS:

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Community Emergency Response Team “CERT”	40	20
Disaster Service Worker Training	45	0
Community Risk Locations identified and pre-planned	12	6

#### **2016-2017 GOALS AND OBJECTIVES**

1. Goal: Improve Organizational Effectiveness and Efficiency – Develop a new Emergency Operations Center User Guide. This Guide will utilize a multimedia approach to making the EOC a more user-friendly facility.

Status: Staff is currently developing a script for the multimedia-based Emergency Operations Guide. Mid-February is the target date for completion.

2. Goal: Improve Organizational Effectiveness and Efficiency - Conduct additional Disaster Service Worker training for city employees. A target of 10% of the permanent staff is the goal for the coming year.

Status: A class date will be set for March 2017 in which 40 City staff members are to be trained as Disaster Service Workers.

3. Goal: Improve Organizational Effectiveness and Efficiency - Develop a bilingual CERT program. This goal appeared in the 15-16 budget but required considerable investment by the City to produce educational materials. Reaching the Chinese and Spanish-speaking community for disaster preparedness remains an important goal.

Status: A CERT class in the spring will include the availability of English, Spanish, and Chinese instruction. This will be accomplished by sending a minimum of two fire personnel to a CERT Program Train-the-trainer class.

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

**Activity 6001 – Administration**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Library Volunteer Hours	10,000	4,500
Grants Awarded (Number)	3	4 <sup>1</sup>
Grants Awarded (Amount)	\$135,000	\$136,000 <sup>2</sup>
Fundraising (Foundation)	\$35,000	\$31,430 <sup>2</sup>
Fundraising (Friends)	\$8,000	\$3,600

<sup>1</sup> Includes California State Library Literacy Services grant, Literacy and Civics Education grant, Southern California Edison Technology and Science Resources grant and California Library Association California Center for the Book *Californians: Community Conversations about Immigration* grant

<sup>2</sup> Includes annual Gala and Day at the Races events and Jack Scudder Foundation donation

**2016 - 2017 GOALS AND OBJECTIVES**

1.    **Goal:**       Enhance the library interior by painting heavy traffic areas such as the entrance lobby and Circulation areas and refinishing the public counters in Reference, Children’s and Circulation.  
  
          **Status:**    **Completed.** The library entrance lobby and Circulation areas have been repainted and the public counters in Reference, Children’s and Circulation have been refinshed.
  
2.    **Goal:**       Increase technology convenience for patrons in classes and training sessions by adding mounted projectors to the Friends Room and Computer Lab.  
  
          **Status:**    The library has submitted Capital Improvement Project (CIP) proposals approved by the Library Board and the City Council to the City and is waiting for Public Works or its selected contractor to complete the installation of the mounted projectors to the Friends Room and Computer Lab.
  
3.    **Goal:**       Initiate first phase of creating a virtual library with online programs, presentations and classes.  
  
          **Status:**    The library has completed links to over 100 online tutor training courses and is considering how to establish additional online content.

## Activity 6002 – Reference and Adult Services

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Reference Transactions	12,000	6,698
Adult/YA Programs Presented	200	156
Adult/YA Programs Attendance	4,000	3,265

### 2016-2017 GOALS AND OBJECTIVES

- Goal:** Develop and publish a commemorative cookbook in partnership with the local community celebrating the City’s Centennial and the local history legacy of Laura Scudder.

**Status:** Currently working on editing the cookbook commemorating the City’s 100<sup>th</sup> Anniversary and the local history legacy of Laura Scudder. Collected 100 recipes from the community and staff to be published in the paperback cookbook.
- Goal:** Develop new film programs to engage audiences and bring older adults, families and teens to the library to view films, participate in discussions and post-screening talks with filmmakers.

**Status:** Presented six film programs that engaged audiences with themes including the culinary arts, Asian American history and film history. Filmmakers and guest speakers introduced the films and involved audiences in lively question and answer sessions following the film screenings.
- Goal:** Develop a Summer Reading Program using the 2017 theme “Reading by Design!” to promote reading with adult and teen readers.

**Status:** Established a partnership with the Los Angeles County Museum of Art’s Education and Public Programs department to bring art history programs and workshops to the library and the library’s adult summer reading program, “Reading by Design!”

## Activity 6003 – Technical Services

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Book Titles Added	3,300	1,436
Audio-Visual Titles Added	<u>410</u>	<u>235</u>
Total Cataloged Titles Added	3,710	1,671
Cataloged Books Added	4,600	1,436
Cataloged Audio-Visual Added	400	219
Government Documents Added	<u>300</u>	<u>268</u>
Total Cataloged Items Added	5,300	1,923
Total Items Purged	6,000	11,687
# of Materials Borrowed From Other Libraries	20	1
# of Materials Other Libraries Borrowed	30	7
Total Collection	174,000	161,127
Cataloged Titles	144,000	135,388

### 2016-2017 GOALS AND OBJECTIVES

1. Goal: Upgrade the library's WiFi infrastructure with new access points to improve internet speed for wireless access throughout the library.  
  
Status: **Completed.** The library has installed four new Meraki Access Points including one on the first floor and three on the second floor to greatly increase internet speed from 80 mbps to 1,000 mbps for wireless access.
  
2. Goal: Partner with MPKToday611, the local app, to promote library programs and events.  
  
Status: Technical Services staff continue to take advantage of the local app to promote library programs and events to residents of and visitors to Monterey Park.
  
3. Goal: Expand eBooks usage by branding and customizing eBooks apps to promote digital literacy.  
  
Status: Staff added the library logo and applied a new colorful and attractive background to the Magic Wall of the new eBooks app. Staff also added the New Books lists to the Library website.

## Activity 6004 – Circulation Services

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year to Date</u>
Total Items Circulated	310,000	112,945
Item Circulated Per Capita/Year*	4.99	1.82
Weekly Hours of Opening	44	44
Average User Visits Per Day	991	985
Total User Visits Per Year	330,000	162,438
New Cardholders Registered	3,500	1,723
Library Cardholders	58,500	54,695
# of Requests for Items Checked Out	1,250	426
Overdue Notices-Processed	6,200	2,570

\*Based on population figure of 62,063

### 2016-2017 GOALS AND OBJECTIVES

1. Goal: Investigate adding a credit/debit payment system allowing patrons to pay fees and/or fines using a credit or debit card for ease of payment and convenience.

Status: Circulation staff conducted several meetings with City personnel to discuss options for credit card services at the library. It was determined to hold off implementation until conditions are optimal.
2. Goal: Research new technologies in patron self checkout to expedite customer service.

Status: Staff continued to research new self-checkout possibilities that are compatible with the library computer system in order to provide a more user-friendly, fast and enjoyable experience.

## Activity 6005 – LAMP Literacy Program

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of Students Participating	1,500	620
Number of Student Hours	29,000	11,000
Number of Tutors	100	42
Number of Tutor Volunteer Hours	4,300	1,500
Number of Tutors Trained	75	15

### 2016-2017 GOALS AND OBJECTIVES

1. Goal: Develop an effective 24/7 online course that offers Citizen Preparation to the community's adult residents unable to attend onsite Citizenship classes.

Status: LAMP staff has begun researching online content for citizenship preparation that can be loaded onto iPads for circulation.
2. Goal: Develop an alternative online tutor training course for interested parties to complete if they are unable to attend the scheduled trainings at the library.

Status: Acting Literacy Administrator has registered for an online tutor training pilot program to gather ideas for LAMP's own training course.
3. Goal: Restructure the Reading Rockets program to focus on students with a determined need, working more closely with local elementary schools.

Status: Staff has restructured the Reading Rockets program to target students at risk and reading two grades below their level.

## Activity 6006 – Children’s Services

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Reference Transactions (Children’s)	10,500	4,700
Children’s Reading Programs	420	160
Children’s Reading Programs’ Attendance	14,500	9,000

### 2016-2017 GOALS AND OBJECTIVES

- Goal:** Partner with Monterey Park schools and districts to publicize library services and to teach students and parents how to use library resources.

**Status:** Children’s Services staff initiated strong outreach and partnership efforts to all local schools including making 8 school visits and hosting 29 field trips to the library, serving a total of 1,100 children, parents and teachers, as well as delivery of monthly library calendars and flyers.
- Goal:** Create monthly technology and computer classes for school aged children.

**Status:** The library offers monthly afterschool computer classes on how to use the library catalog for research and how to use computer programs such as Word, Excel and Publisher. The *Tween* programs also included technological programming such as podcasting for young people.
- Goal:** Expand programming for children ages infant to 12 years of age to include additional creative and arts based programs and bilingual storytimes.

**Status:** Children’s Services began a monthly literacy and arts program called *Marvelous Mondays* for children ages 5-12 and implemented an *Afterschool Art* program featuring open-ended creative arts for school aged children. Staff continues to offer the monthly arts and sensory program *Little Explorers* for infants through preschoolers, as well as monthly *Tween* programs for children ages 8-12.

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

**Activity 4201 – Community Transportation**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Grant Funding		
MTA National Transit Data Reporting Funds*	\$109,200	Pending
Fixed-Route Transit:		
Total Passengers	325,000	157,520
Passenger per Revenue Service Hour	17.30	16.66
Cost per Passenger	\$2.01	\$2.55
Employee Transportation Program:		
Average Vehicle Ridership	1.15	1.18
% of Employees Ridesharing	17%	24%

\*Beginning FY2017, the MTA National Transit Data Reporting is no longer through MTA. MTA staff is awaiting approval of MOU execution as of December 2016.

**2016-2017 GOALS AND OBJECTIVES**

1. Goal: Explore online trip planners for Spirit Bus riders to access real-time information. Provide bus riders with the ability to estimate the arrival time of the next bus via their smartphones or computers.

Status: Spirit Bus stops have been uploaded onto Google Maps. Staff will solicit proposals from companies that can provide real-time information on the Google Map platform.

## Activity 4202 – Street Maintenance

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Roadway Maintenance:</b>		
Potholes Repaired	3,000	1,917
Utility Cuts Repaired (new)	30	44
<i>This program makes permanent repairs to the roadway after water services are installed.</i>		
<b>Sidewalk Maintenance:</b>		
Sidewalk Repair (Sq. Ft.)	3,500	1,689
<i>This program eliminates trip hazards in the right-of-way by cutting tree roots and constructing new sidewalk sections.</i>		
Sidewalk Grinds	200	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>		
<b>Curb and Gutter Maintenance:</b>		
Curb and Gutter Repair (Ln. Ft.)	150	110
<i>This program repairs curb and gutter that impede the flow of water or causes pooling.</i>		
<b>Other Maintenance Items</b>		
Bus Shelters Pressure Washed	280	123
Shopping Carts Picked Up	250	211
Signs Removed from Right of Way	125	76

### 2016-2017 GOALS AND OBJECTIVES

1. Goal: Cross-train staff in different disciplines including traffic and sanitary sewer.

Status: Training continues with the new Maintenance Workers.

2. Goal: Train all field employees in the operation of the 1.5 cubic yard Cement Mixer, Pot Hole / Patch Truck and the skid steer loader (Bobcat). This will create a more efficient operation in the Public Works Maintenance Division operations.

Status: Continue to train all new employees in the operation of these equipments.

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

#### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Storm Drain Maintenance:</b>		
Number of catch basins and grates cleaned annually*	800	399
<b>Slope Drain Inspection Program:</b>		
Number of slope drains inspected (this includes re-inspections)	11	11
<i>Slope drains are inspected annually to insure unrestricted flow of storm water from properties.</i>		

\* Los Angeles County had been contracted to clean out catch basins.

#### **2016-2017 GOALS AND OBJECTIVES**

1. Goal: Stencil 2<sup>nd</sup> phase of storm drain locations to comply with the Los Angeles County storm water permit requirements.

Status: Completed. It is currently in the 3<sup>rd</sup> phase.

2. Goal: Continue program to identify new locations that require additional cleaning due to storm drain inserts preventing debris from entering the storm drain.

Status: Ongoing.

## Activity 4204 – Sanitary Sewer Maintenance

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Main Line Cleaning:</b>		
Miles of main lines cleaned	100	81
Miles of Problem Lines Cleaned	90	71
<b>Sewer Stoppages:</b>		
Number of sewer stoppages	5	1
Percentage of stoppages responded to within one hour after normal working hours.	100%	100%
<b>Video Taping:</b>		
Number of linear feet of video taped	70,000	70,000

### 2016-2017 GOALS AND OBJECTIVES

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

Status: Completed.

2. Goal: Develop a sewer manhole labeling system through the Sanitary Sewer Master Plan to identify locations for maintenance activities

Status: To be accomplished through a contract with a consulting firm.

3. Goal: Train staff on use of new sewer vector truck, including video camera equipment.

Status: Ongoing.

## Activity 4205 – Street Cleaning

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Number of Complaints:</b>	4	2
<i>Reflects the number of problems reported by residents.</i>		

### 2016-2017 GOALS AND OBJECTIVES

1. Goal: Respond to residential complaints within 24 hours and work with contractor to resolve these issues.

Status: Responded to residential complaints within 12 hours and work with contractor to resolve these issues.

## Activity 4206 – Traffic Control

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Street Painting:</b>		
Miles striped	65	44
Crosswalks repainted	15	51
<b>Sign Maintenance:</b>		
Stop signs replaced	12	10
Regulatory and warning signs replaced	60	83
Number of new stop sign installations	1	2
Regulatory and warning signs maintained	1,000	741
Percentage of safety related regulatory signs replaced with either temporary or permanent signs within 1 hour of notification	100%	100%

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Traffic Work Orders:</b>		
<i>New projects or changes to existing traffic control measures.</i>	20	15

**2016-2017 GOALS AND OBJECTIVES**

1. Goal: Begin first of four phase program to replace round street sign posts with new break away sign posts. Citywide installation of breakaway sign posts will reduce the City's liability.

Status: Completed. It is currently in the second phase.

**Activity 4207 – Street Lighting**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Street Light Maintenance:</b>		
Number of Street Lights Re-lamped	60	12
Service Requests	130	12
Received	130	12
Completed		

\*Post FY2014 includes service requests for Edison-owned street lights as well as City-owned.

**2016-2017 GOALS AND OBJECTIVES**

1. Goal: Replace existing lighting timers with self-adjusting or photocell light controls at all City parks.

Status: 25% of the photocell light controls have been completed.

## Activity 4208 – Refuse Collection

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Curbside service accounts	14,305	12,488
Bin service accounts	1,079	1,079
City hauler tons collected (Self-hauled tons not included)	54,990	24,220
AB 939 diversion rate (year reported)* Tons per capita. Target is 5.0 tons per person.	3.5	3.5

\*The Budget Projection included additional services accounts. The correct number of curbside accounts is 12,488.

### 2016-2017 GOALS AND OBJECTIVES

1. Goal: Execute a new trash contract for both residential and commercial hauler service that would assist the City in achieving a higher diversion rate.

Status: The contract for residential and commercial franchises is tentatively scheduled for City Council's approval in January 2017.

## Activity 4210 – Building Maintenance

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Number of Service Requests:</b>	500	187
<i>Service requests originate from City departments.</i>		
<b>Number of Special Work Orders:</b>	6	8

*Special work orders are for services that go beyond the scope of normal maintenance.*

**2016-2017 GOALS AND OBJECTIVES**

1. Goal: Install automatic toilets and waterless urinals at City facilities.

Status: 25% percent of the automatic toilet flushers have been installed. It needs additional study for the Waterless Urinal replacement.

2. Goal: Upgrade door handles to meet ADA requirements.

Status: 25% of the door handles have been replaced.

**Activity 4211 – Motor Pool Shop**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of preventive maintenance services	310	122
Number of smog checks completed	43	42
Compressed Natural Gas (CNG) in gallons*	63,000	40,554
Propane		
Gallons purchased	4,500	1,240
Gasoline Fuel Unleaded 87 Octane		
Gallons purchased	41,550	14,981
Average price per gallon	\$3.50	\$2.07
Gasoline Fuel Unleaded 89 Octane		
Gallons purchased	70,000	27,009
Average price per gallon	\$4.20	\$2.25
Diesel Fuel		
Gallons purchased	24,000	6,500
Average price per gallon	\$4.50	\$2.09

\*Generated from CNG Station at City Yard.

**2016-2017 GOALS AND OBJECTIVES**

1. Goal: Assist Police Department with implementation of vehicle leasing for unmarked police units.

Status: Four of the leased vehicles have been delivered; still waiting for the last two vehicles, estimated time of arrival is January 2017.

## Activity 4212 - Engineering

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Capital Improvement Projects (CIP) commenced and/or completed	10	26
Dollar value of CIP projects completed (\$ millions)	12.0	26.6
Subdivisions Processed:		
<i>Tentative Tract Maps</i>	1	5
<i>Tentative Parcels Maps</i>	1	0
<i>Final Tract Maps</i>	2	0
<i>Final Parcel Maps</i>	2	3
<i>Lot Line Adjustments Reviewed</i>	2	0
Conditional Use Permits Reviewed	2	6
-Variances Reviewed	0	0
Site and Plan Checks for Building Permits	150	55
Concrete, Excavation, Utilities, Transportation, Sewer, Water, Undergrounding Permits Issued	240	222
Grading Permits Issued	15	1
Traffic Engineering Issues Investigated	25	15
Slurry Seal Preventive Maint (sqft) (14-year cycle)	750,000	717,000

### 2016-2017 GOALS AND OBJECTIVES

1. Goal: In anticipation of the completion of the Olson Residential Subdivision, Market Place Development and Southern California Edison Mesa Substation Project, design street improvements on Potrero Grande Dr./Pomona Bl. between Arroyo Dr. and Garfield Ave.

Status: A contract was awarded to RKA Consulting Group to prepare construction plans, specifications and engineer's estimate for the Potrero Grande Drive Beautification project. The design work is in progress and the project is anticipated to be advertised for bids in the Spring 2017.

2. Goal: Design and construct new bike lanes on Garvey Ave. from Monterey Pass Rd. to Garfield Ave.; Monterey Pass Rd. from Garvey Ave. to Floral Drive; and Cesar Chavez Ave./Riggin St. from Vancouver Ave. to Fulton Ave.

Status: The bike lane design and traffic analysis was completed by a consultant (TEP) for both the Monterey Pass Rd./Garvey Ave. and Cesar Chavez Ave./Riggin St. segments. The Cesar Chavez/Riggin segment has been reviewed by the Traffic Commission, and will be presented to the City Council for approval in January 2017. The Monterey Pass/Garvey segment will require additional public outreach and coordination with future street widening and underground utility projects on Monterey Pass Road.

3. Goal: Paint house numbers on the street curbs in front of all properties. This will provide a clear and visible means of identifying property addresses in order to improve emergency response; facilitate the delivery of goods and services; and generally assist the public in finding a specific address.

Status: Staff is currently preparing bid specifications, and the project is anticipated to be advertised for bids in the Spring 2017.

4. Goal: Provide inspection and general oversight of the private development projects anticipated to be under construction. The anticipated projects include the Courtyard Marriott, Market Place, and Mesa Substation.

Status: Rough grading is now underway at the Market Place project. Based on the developer's overall construction schedule, staff is soliciting proposals from each of the on-call engineering consultants to inspect the on- and off-site roadway, parking lot, utility and drainage improvements. The Courtyard Marriott and Mesa Substation projects are still in various stages of plan review and agency approval.

## **Activity 4220- Administration**

### **PROGRAM MEASUREMENTS**

Continue to monitor and improve the efficiency the water system as a whole. This will include minimizing water loss through identifying opportunities to implement methods and practices to accurately track the water used in operation. Identify and pursue opportunities to minimize energy costs, purchased water while maximizing the local production of well water.

## 2016-2017 GOALS AND OBJECTIVES

1. Goal: Increase support for development and implementation of programs to improve the efficiency of water production, customer service and conservation programs.

Status: Staff has established productive relationships with Central Basin Municipal Water District (CBMWD), San Gabriel Valley Municipal Water District (SGVMWD), and Southern California Edison (SCE) for water production and conservation efforts for the residents and businesses of Monterey Park.

2. Goal: Implement recommendations that are defined in the Water Master Plan and the Urban Water Management Plan.

Status: Staff is working on the Centralized Groundwater Treatment project to improve water quality and increase water production.

3. Goal: Explore contracts that can improve upon the production and delivery of water to the residents.

Status: Staff has established maintenance contracts with approved contractors to perform required maintenance on the City's water system as needed. Staff will continue to monitor the progress and evaluate the results to establish and define short term and long term goals.

### **Activity 4221- Water Commercial**

#### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Meter Exchange Program</b>		
Meters changed ¾" – 2"	Completed in FY2015	N/A
<b>Large Water Meter Installation/ Upgrades: 3" – 8" meters</b>		
Meter installation upgrades	20	3
Total meters installed to field-testable and/or field-repairable standards	96	96
<b>Water Turn-ons and Turn-offs:</b>	3,000	1,467

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Work orders completed:</b>	6,500	3,821

### 2016-2017 GOALS AND OBJECTIVES

1. **Goal:** Upgrade 20 large meters to current Automatic Meter Reading (AMR) standards.  
**Status:** Three meters have been upgraded. Staff is in the process of securing a grant from San Gabriel Municipal Water District to complete this work.
2. **Goal:** Verify the functionality of all new meters that were changed in the AMR meter upgrade capital project.  
**Status:** From the 3,821 work orders that have been generated, no issues have been detected with the new meters.
3. **Goal:** Initiate fire line meter upgrades to current AMR standard meters.  
**Status:** Staff is researching grant funding to finance the upgrades.
4. **Goal:** Increase the frequency of meter reading from bi-monthly to monthly, or bi-weekly, in order to provide for more useful online data.  
**Status:** Working with Support Services Division to implement a new billing system that will interface with the new finance software.
5. **Goal:** Perform Cross Connection Surveys at select commercial properties.  
**Status:** Coordinating with Los Angeles County Health Department to schedule inspections/surveys as needed.

### **Activity 4222- Water Production**

#### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Water Production:</b>		
(Acre-feet/year)	9,557	7,910
(Million gallons/year)	3,113	2,577
(Million gallons/day)	8.53	7.06

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

### 2016-2017 GOALS AND OBJECTIVES

1. Goal: Rehabilitate existing well to increase pumping reliability and efficiency.  
 Status: Well and pump service contract is being established. Well redevelopment is scheduled to be performed when contract is awarded.
  
2. Goal: Replace existing Brightwood Booster discharge piping with new pump control and plug valves.  
 Status: Pump control and plug valves have been purchased. Distribution staff is establishing a field service contract. Once contract is established, contractor will complete the project.
  
3. Goal: Install new air compressor system at the La Loma Booster station surge tank unit.  
 Status: New air compressor system has been installed.

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

#### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Water Valve Exercising:		
Valves exercised <sup>(1)</sup>	1,000	800
2,070 valves should be exercised annually <sup>(2)</sup>	48%	39%
New Water Services Installed:	36	42
Water Services Repaired:	42	42
Water Mains Repaired:	24	30

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Gate Valves Repaired:	5	9

- 1) Unable to fully implement program in current and previous years due to staffing limitations.
- 2) In FY2013-14, three valves were added to the system.

### **2016-2017 GOALS AND OBJECTIVES**

1. Goal: Advance the leak detection program that identifies distribution system leaks.  
 Status: Additional hours have been dedicated this program. D-5, E-5 and E-4 valve areas have identified to reduce water loss and potential damage.
2. Goal: Evaluate system valves to improve operation, accessibility and functionality.  
 Status: Identified three locations for improved operations: South Atlantic pressure regulators, 10" pressure sustaining valve at Casuda Canyon, and 6" pressure reducing valve at Ridgecrest and Longhill.
3. Goal: Install four new water main blow offs on the dead ends located throughout the system.  
 Status: Two have been installed: 1379 Sunnyslope and 1690 Starbird.
4. Goal: Replace five broken or inoperative gate valves in the distribution system.  
 Status: Completing the bidding process for valve replacement/maintenance services. Upon contract execution, contractor will receive notice to proceed to complete valve replacements.

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

#### **2016-2017 GOALS AND OBJECTIVES**

1. Goal: Work with the Water Quality Authority (WQA) and the Environmental Protection Agency (EPA) to optimize the Delta facility operations and reimbursement for expenses.  
 Status: Ongoing.
2. Goal: Design and construct a centralized advanced-oxidation treatment plant using UV oxidation technology to treat 1,4-dioxane, N-Nitroso-dimethylamine (NDMA), and other volatile organic (VOC) chemicals. Secure incentives and additional funding to offset operational and maintenance cost of the new treatment system.

Status: Prop 84 grant funds have been secured for the project. Design-Build Team and construction consultant have been hired through bidding processes. The kick-off meeting was held on December 7, 2016.

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

#### **2016-2017 GOALS AND OBJECTIVES**

1. Goal: Perform inspection of Air Stripping Tower as required by the California Department of Public Health Operation and Maintenance Permit.

Status: Ongoing.

2. Goal: Replace acid and caustic chemical feed pump systems.

Status: Bidding process for chemical system replacement services is being completed. Work is scheduled to be performed when contract is awarded

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

#### **2016-2017 GOALS AND OBJECTIVES**

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

Status: Proactively maintaining well and treatment plants to minimize the need to purchase water.

### **Activity 6516 - Parkway Maintenance**

#### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Street Trees Trimmed	2,700	2,373
Street Trees Planted	250	37
Street Trees Removed	105	129
Service Requests	280	107

**2016-2017 GOALS AND OBJECTIVES**

- 1. Goal: Continue the renovation of the entrance medians, West Garvey in particular, from the Fremont-West Garvey Bridge to Casuda Canyon.

Status: Two targeted entrance medians completed: Hellman and Garfield, and Hellman and New.

W. Garvey medians: Tree and shrub removal completed, irrigation overhaul and new planting covering the six medians (34,000 sq. ft.) scheduled for March 2017.

- 2. Goal: Clear and replace hazardous and intrusive trees identified in various areas throughout the city, including eucalyptus at the West Garvey-Fremont bridge, and the east side of the South Atlantic corridor, at the frontage road from El Repetto to Brightwood.

Status: The arborist reports covering these two areas were commissioned, completed, and submitted to Division 8/16. The W. Garvey/Fremont Bridge eucalyptus removal (18 of 24) is scheduled for February 2017. The plans for S. Atlantic corridor are currently undergoing evaluation.

**Activity 6517- Parks**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Park Service Requests	150	116
Number of Special Projects	18	10

**2016-2017 GOALS AND OBJECTIVES**

- 1. Goal: Continue the rehabilitation/renovation of the recently cleared valley area to the north of Garvey Ranch Park. This area can increase the useable footprint of the park.

Status: This consideration is on hold and currently not under development. Chain link fencing in disrepair on the east border of this area (700') is on schedule to be replaced January 2017.

- 2. Goal: Complete the improvements at Edison Hiking Trail. Currently 75% complete, remaining items include installation of drinking fountains, ADA sidewalk upgrades at the entrances and intersections, information kiosks, and trail / hike distance markers.

Status: All remaining components have been installed. This improvement project has been completed as of August 2016. The Grand Opening hike was held on November 12, 2016.

**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	85
Hours of Facilities Use –		
Youth Group	707	396
Private Group	665	582
Facility Reservation	185	252

**2016-2017 GOALS AND OBJECTIVES**

1. Goal: Improve Community Beautification & Participation: Develop facility, park and playground maintenance/repair checklists. Review checklist on a monthly basis. Any maintenance/repair items identified during routine inspections will be inputted into ‘GoMPK’ system for immediate attention and correction.

Status: Checklists were turned in each month by part-time staff. Majority of issues were small repairs such as fixing lights, restocking vending machines, AC repairs, no internet connection in facilities and new filters for drinking fountains. Staff reported facility issues into ‘Go MPK’ system and repairs were taken care of in a timely manner.

## Activity 6503- Aquatics

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Total Number of Users	63,000	39,225
Instructional Class Attendance	2,500	1,925
Hours of Use by:		
Instructional Classes	770	577
Private Groups	1,600	845
School Groups	1,700	850
Public Swim	500	460
% of Operating Expenses Defrayed by User Fees	30%	30%

### 2016-2017 GOALS AND OBJECTIVES

1. Goal: Improve safety at City facilities: Work closely with the Public Works Department to improve the filtration, heating, and recirculation systems at Barnes Park Pool, which will meet the current and future Health department codes. Barnes Park pool is over 50 years old and in need of a major renovation.

Status: The heater system was upgraded in the beginning of the fiscal year. Two Ray Pack heaters were installed that keep the water at a constant 83 degrees Fahrenheit. We plan to go out to bid for the filtration system in the third quarter of the fiscal year.

2. Goal: Improve community wide beautification. Work closely with the Public Works Department to continue to improve and repair Barnes pool facility. Improvements to include upgraded and drought tolerant landscaping, improved plumbing, locker room wall, floor repairs and painting.

Status: Project went out to bid in at the end of the calendar year. The request for bids includes a new heater, storage tank, recirculation pump and water softener. The improvements will eliminate the calcium buildup throughout the building, circulate hot water to be more water efficient and improve the water temperature of the showers. Landscaping was completed early in August and has reduced the watering to a few times a week.

## Activity 6505- Langley Senior Center

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Sr. Citizen Lunches served	35,000	23,175
Home Delivered Lunches	12,000	6100
Volunteer Hours	34,500	16,256
Education & Recreational Classes Attendance	82,500	52,855
Health Care Screenings	2,400	675
In Home Care Contacts	750	35
Trips & Tours	725	490
Billiards, Table Tennis, Exercise Machines	90,000	53,900

### 2016-2017 GOALS AND OBJECTIVES

1. Goal: Expand Langley Center business hours and services to operate 7 days/week.

Status: In July Langley Center extended normal operating hours to include Saturdays and Sundays 8am-2pm. This service has allowed for additional fitness, billiards and table tennis opportunities. Two new Saturday fitness classes have been added for the Winter 2017 Senior session.
2. Goal: Expand “drop in” Internet Café, allowing seniors an additional social opportunity in the computer room while accessing computers and the internet.

Status: In July the Internet Café was introduced and implemented during the summer of 2016 however we have since lost our instructor and are seeking a new instructor.

3. Goal: Install additional handicap spaces and speed bumps in the Langley parking lot.

Status: Project is on hold due to funding. No additional funding was approved in this year's budget for this project

### **Activity 6506- Day Care**

#### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Barnes Child Care Center Average Daily Attendance	38	20
% of Operating Expenses Defrayed by User Fees	100%	100%
Enrollment- Summer	65	60
Enrollment – Tiny Tots/Summer	40	36
Enrollment – Tiny Tots	38	33

#### **2016-2017 GOALS AND OBJECTIVES**

1. Goal: Improve organizational effectiveness and safety: All Staff will attend First Aid/CPR and Epipen (used for anaphylactic shock) assistance training, continuing to give staff the proper knowledge to handle an emergency situation.

Status: Staff has been attending training through the American Red Cross, Heart Association, and are now certified Pediatric First Aid, CPR AED. Staff will continue to take workshops throughout the year offered by the Aquatics Department.

2. Goal: Improve organizational effectiveness: Have staff attend a workshop conducted by the Crisis Prevention Institute on best practices in dealing with special needs participants.

Status: Training workshops through the Crisis Prevention Institute is still pending due to high cost group rates. Staff is in the process of researching alternative organizations that will offer more affordable group rates.

## Activity 6507- Recreational Activities

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Adult Sports Teams*	135	30
Specialized Recreation-		
Activities Enrollment: Youth	3,700	1451
Adult	1,500	802
Total Activity Revenue Collected	\$375,000	\$118,500

### 2016-2017 GOALS AND OBJECTIVES

2. Goal: Improve organizational efficiency: Meet with 20 contract instructors on a quarterly basis to effectively evaluate and survey their classes to identify strengths and areas of potential improvement.

Status: Staff has met with contract class instructors this quarter and discussed strengths and areas of needed improvements for some classes. Classes that were lacking attendance were given suggestions on how to improve their attendance. Some ideas given were additional advertising such as fliers, social media and showcases of classes. Classes such as child education, language classes and martial arts are very popular with participants.

\* Field availability was given to youth sports leagues to accommodate an increase in youth organizations, thus reducing the available time to only 1 day per week for Adult sports.

## Activity 6508 – Community Participation

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Total Number of Volunteer Hours	30,500	17,205
Number of Community Service Court Allocated/Referral Volunteers*	10	0
Number of Regular Volunteers	480	260
Estimated Savings to City for Volunteer Hours Based on National Standard Rate (\$23.07 per hour)	\$703,635	\$392,767
Total Number of Special Events	38	32
Number of Clubs, Groups and Organizations Participating in Special Events	45	25

### 2016-2017 GOALS AND OBJECTIVES

1. Goal: Implement three (3) “Movies in the Park” events that will move locations each time in order to encourage the community to visit and enjoy more park locations in the city.

Status: This summer the Recreation & Community Services Department assisted the Recreation & Park Commission and Community Participation Commission with two, “Movies in the Park” events.

2. Goal: Work with volunteer committees to put on five Centennial events in this fiscal year – three concerts, a short film contest, a prosperity dinner celebrating the last 100 years, Centennial monument & Time Capsule ceremony, and a MPK Centennial 5K Run/Walk.

Status: All events have been completed successfully.

\*Referrals come through court system

## Activity 6509 – Media Productions

### PROGRAM MEASUREMENTS

	<u>Budget Projected</u>	<u>Year-to-Date</u>
Internet webcast total views	6,000	1,857
Number of Programs Shown on MPK-TV (including repeats)	1,800	805
MPK-TV YouTube Channel Views	5,900	3,589

### 2016-2017 GOALS AND OBJECTIVES

1. Goal: Improve organizational effectiveness: Improve council chamber lighting, and/or improve council chamber video projection facilities.  
  
Status: Council chamber video projection system has been installed and is operational. Vendor is completing punch list items.

## Activity 6511- Langley Center

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Dial-A-Ride		
Senior Passengers	6,199	2,576
Handicapped Passengers	2,049	744
Transit Miles	25,563	8,793
MTA Passes	2300	741
Taxi Coupons for low income	265	160
Senior Citizen Specialized Trips*	148	6

## 2016-2017 GOALS AND OBJECTIVES

1.    Goal:    Improve organizational efficiency: Offer group market and mall excursions to Langley participants.

          Status: Dial-A-Ride scheduled 4 holiday trips in November and December for Dial-A-Ride members to shop at Target (Alhambra) and Wal-Mart (San Gabriel) with a total of 6 passengers who registered and attended the excursions.
  
2.    Goal:    Improve organizational efficiency: Implement and expand new contracted direct ride Taxi Service to increase ridership and meet the increasing transportation needs of Monterey Park Seniors.

          Status: A pilot program was implemented in May of 2016 and is ongoing. The taxi program has provided additional transportation service to approximately 30 riders each month.
  
3.    Goal:    Improve organizational effectiveness: Implement monthly leisure seminars that provide instruction on smart phone application usage to include applications like UBER and LYFT to seniors.

          Status: Seminars are being discussed for implementation before the end of the fiscal year.

\*Specialized trips were cancelled due to insurance issues with the transportation company from July – October. Services have since reconvened.