



# MONTEREY PARK

*California*

## 2017 - 2018 MID-YEAR REVIEW REPORT

**Mid Year Review Report  
For the 2017-18 Fiscal Year**

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**Annie Yaung, CPFO**  
**Director of Management Services**

# REVIEW REPORT/ KEY FUNDS SUMMARY





## City of Monterey Park Midyear Budget Report 2017-2018

February 7, 2018

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

The nation's economy continued to expand among factors, including global economic growth, continued low inflation and rising consumer confidence. The economy is in its eighth year of expansion, one of the longest in history and the national unemployment rate held steady at a 17-year low of 4.1 percent. The Los Angeles County's labor market continues to grow and the unemployment rate is 4.4 percent. The State's rate stands at 4.6 percent, which is significantly down from a year ago. The Fed has become the nation's expert in forecasting the economy. The Fed has lifted its benchmark rate by a full percentage point during this year and the current rate stands at 1.5 percent, which is a still-low target range. The U.S. tax overhaul bill was signed which will spark business investment, hiring and wage growth. It is projected that the U.S. and California economies will continue a steady growth in 2018.

### **Local Economy**

The City's financial prospects, similar to the Nation's, continue to be strengthening and growing. Monterey Park's housing market continues showing a robust increase in single-family home prices because of its enviable location, just eight miles east of downtown L.A., making it relatively easy to commute throughout the L.A. area. House values are dictated by the location and the City expects the home values remain solid for 2018.

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 spring 2018. Some of the leases that have been executed include well known national and regional tenants such as Home Depot, Costco, Guitar Center, In-N-Out, Starbucks, Chick-fil-A, Panda Express, and Ono Hawaiian BBQ. To date, building permits have been issued to Home Depot and Costco allowing construction to commence. The remainder of the building permits are expected to be issued during the first quarter of 2018.

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 750 new hotel rooms. Currently, building permits have been issued for the Courtyard by Marriott and construction has commenced. Construction plans have been submitted for the three remaining hotels and they are currently under review by the city.

### Monterey Park’s Midyear Budget Review

The total 2017-18 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 all units, the mandated State minimum wage increases in January 2018 and budgets for capital improvements.

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 \$4,455,000 are proposed to be funded from the General Fund Capital Improvements Reserve (\$2.7 million), General Fund Unassigned Reserve (\$1 million), Water Fund (\$150,000), Sewer Fund (\$280,000), Refuse Fund (\$80,000), Technology Fund (\$200,000), and Shop Fund (\$45,000).

Midyear Requested Items (Table 1)			
City Hall Enhancement Project	Add'l funds for Public Works & Community Development counter area ADA improvements	\$200,000	GF CIP Reserve
Fire Station 62 Construction	2 <sup>nd</sup> phase funding for station 62 construction	2,500,000	GF CIP Reserve
Workers' Compensation Fund Supplement	Transfer from GF Unassigned Reserve to supplement deficit positions	500,000	GF Unassigned
Pension Liability Paydown	Pension unfunded liabilities	500,000	GF Unassigned
		150,000	Water
		80,000	Refuse
		80,000	Sewer
New Financial System Software/Hardware Upgrades	Required Software/hardware upgrades, including Microsoft Office 365, SQL upgrades, check printers, label printers, computer replacements (20), and SSL certificate for the new system implementation	150,000	Technology
	Add the Disaster Recovery and Business Continuity Plan and additional data conversion from 3-year to 5-year data for the plan	50,000	
Sewer Camera Truck	Purchase the truck to perform in-house "Closed Circuit TeleVision (CCTV) sewer line inspections.	200,000	Sewer
Police Motorcycle	Replace one Police Motorcycle due to safety concerns (with 114,000 miles)	45,000	Shop
<b>Total Midyear Budget Amendment Requests</b>		<b>\$4,455,000</b>	

In preparing for the 2018-2019 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 \$40.7 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 three proposed reserve transfers, one from the GF CIP Reserve and two from the Unassigned GF Reserve. If the City Council approves the requested Midyear General Fund amendments and transfers, the final budget will be \$44.4 million for 2017-18.

### General Fund Revenues

The estimated net General Fund revenues are \$40.96 million for 2017-18. If the Council approves the proposed transfers from the General Fund Reserve, the final estimated total will be \$44.46 million. Table 2 below is a summary of General Fund revenues. The City assumes further growth in property and sales taxes due to completion of the Phase I of the Market Place development. Property tax and sales tax revenues account for an average of 58% of the net General Fund revenues, in comparison to 2017-18. 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)	2017-2018 Originally Approved	2017-2018 Estimated	2018-2019 Projected
Property Tax	\$16,375	\$16,613	\$17,421
Sales Tax	6,400	6,300	7,200
Utility Tax	3,200	3,000	3,000
Other Taxes	2,628	2,485	2,565
Licenses & Permits	3,583	3,111	2,702
Service Charges	5,902	6,353	6,418
Other Revenue	2,875	3,096	3,273
Transfer-CIP Reserve ( <i>Station 62</i> )		2,500	
Transfer-Unassigned ( <i>Workers' Comp</i> )		500	
Transfer-Unassigned ( <i>Pension Liability</i> )		500	
<b>Total</b>	<b>\$40,963</b>	<b>\$44,458</b>	<b>\$42,579</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 \$1 million.

The housing market remained robust for 2017, with sales for the full year nationwide on track to be the best in years. The median sales price for Monterey Park homes sold through November reached \$645,000 and this was up by 7.86% over 2016. The land which is used for the City's Market Place development added \$9.9 million in value to our assessed valuation in

2017. Phase I of the Market Place development is projected to be open, which a small portion of the property tax revenues is reflected in the 2018-2019 estimated amount.

**Sales Tax** Sales tax is the second major source of revenue for the City. The City continues lacking behind in sales tax revenues comparison to per capital sales for the State and the LA County.

The estimated sales tax revenue for 2017-18 is below target. The key reason is that for the first time in survey history, online is the most popular shopping destination. As a result, retail sales over the Internet continue to drain significant sales tax revenues from city coffers. As for 2018-19, the City conservatively reflects the Phase I of the Market Place development net sales revenues in the estimated amount.

**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 2018-19.

**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 3 percent increase for 2018-19 while the City awaits for the completion of the Marriott hotel development.

**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 2018-19, the City expects to have a small increase for construction permits due to majority of the construction permits fees having been collected in the past two years.

**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 2017-18 is about \$6.3 million. Total combined revenue for fees and charges is expected to be approximately \$6.4 million for fiscal year 2018-19.

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 \$40.7 million. If the proposed Midyear transfers are approved, the projected General Fund Budget would be \$44.4 million. Table 3 highlights the projected General Fund operating results, reflecting all approved supplemental and proposed Midyear amendments, for 2017-18.

### General Fund 2017-18 Projected Operating Results (Table 3)

<b>Net Revenues</b>	<b>\$ 40,958,017</b>
<i>Proposed Transfer - GF CIP Reserve for Fire Station 62</i>	<i>2,500,000</i>
<i>Proposed Transfer - GF Unassigned Reserve for Pension Liability</i>	<i>500,000</i>
<i>Proposed Transfer - GF Unassigned Reserve for Workers' Comp</i>	<i>500,000</i>
<b>Total Revenues and Transfers<sup>(1)</sup></b>	<b><u>44,458,017</u></b>
<b>Original Adopted Budget</b>	<b>\$ 40,739,889</b>
<i>Proposed GF CIP Reserve for Station 62</i>	<i>2,500,000</i>
<i>Proposed Addt'l Funding for City Hall Enhancement</i>	<i>200,000</i>
<i>Proposed Transfer to Supplement Workers' Comp Fund</i>	<i>500,000</i>
<i>Proposed Transfer for Pension Unfunded Liability</i>	<i><u>500,000</u></i>
<b>Total Budget with Amendments<sup>(2)</sup></b>	<b><u>44,439,889</u></b>
<b>Projected General Fund Excess<sup>(1) - (2)</sup></b>	<b><u>\$ 18,128</u></b>

The actual change to the fund balance cannot be determined until an audit is completed for fiscal year 2017-18. It is the City's practice that if there is any excess General Fund balance, the excess amount will be put back into the General Fund Capital Improvement Reserve for future capital improvement projects.

## **Proposed 2018-19 Budget**

The projected expenditures and transfers for 2018-19 are \$42.4 million, an increase of 3.7 percent from the fiscal year 2017-18 adjusted budget. It reflects cost of living contingency labor expenditure for citywide MOUs, merit and CA 2019 minimum wage adjustments, operation cost adjustments, internal fund charges, and General Fund pension contributions. Again, the City continues its conservative financial management practice to achieve a better fiscal result (Table 4).

### General Fund 2018-2019 Proposed Budget (Table 4)

<i>Revenue and Transfer</i>	<i>\$ 42,578,735</i>
<i>Expenditures and Transfer</i>	<i>(42,449,119)</i>
<b>Projected General Fund Excess</b>	<b><u>\$ 129,616</u></b>

Table 5 below displays the projected operational cost increases, which will be incorporated into the 2018-19 Proposed Budget.

**General Fund**  
**2018-2019 Projected Expenditure Changes and Transfers**  
 (Table 5)

<i>Cost:</i>	<i>(\$400,000), Capital Improvements</i>
<i>Explanation:</i>	<i>17-18 GF completed improvements</i>
<i>Cost:</i>	<i>\$980,000, Salaries</i>
<i>Explanation:</i>	<i>MOU &amp; minimum wage adjustments – citywide</i>
<i>Cost:</i>	<i>\$320,000, Salaries</i>
<i>Explanation:</i>	<i>Merit and medical benefits - citywide</i>
<i>Cost:</i>	<i>\$140,000, Supplies and Maintenance</i>
<i>Explanation:</i>	<i>3% increase in operating supplies and repairs &amp; maintenance services</i>
<i>Cost:</i>	<i>\$70,000, 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>3% increase for service contracts per annual CPI adjustment</i>
<i>Cost:</i>	<i>\$199,230, Internal Service Funding</i>
<i>Explanation:</i>	<i>Operations and reserve to meet outstanding liabilities for the Workers' Compensation (+8%), Technology (+8%), Motor Pool (+3%), and Separation Benefits (+3%) funds.</i>
<i>Cost:</i>	<i>\$2,300,000, GF Pension Contribution</i>
<i>Explanation:</i>	<i>GF on-going pension cost supplements</i>

**General Fund Balance**

At 6/30/2017, the total fund balance for the General Fund was \$23.2 million, which excluded nonspendable (\$816,939) and carryover purchase orders (\$6.6 million for various GF funded capital projects). The unassigned fund balance represents General Fund funds that are available for any purpose. The General Fund reserves are projected as follows.

<i>(Amounts in 000s)</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>
	<i>Actual</i>	<i>Projected</i>	<i>Projected</i>
Unassigned - Operations	\$ 4,498	\$ 3,516 <sup>(4)</sup>	\$ 3,722
Assigned - Capital Improvements	7,326	4,626 <sup>(3)</sup>	4,626
Assigned - EE Parking Lot	530	530	530
Committed - Economic Dev.	5,487 <sup>(2)</sup>		
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>\$ 23,181</b>	<b>\$ 14,012</b>	<b>\$ 14,218</b>

- 1) *Total excludes nonspendable (\$74,939 Prepaid items and \$742,000 loan to PSIF and Park Facility), and carryover purchase orders (\$6.6 million).*
- 2) *The 2002 TI Bonds proceeds can only be used for street improvements at the Market Place project area. The funds will be utilized and removed from the reserve in 2017-18.*
- 3) *Amount is decreased by \$2.5 million for the Fire Station 62.*
- 4) *Amount is decreased by \$1 million for Midyear proposed two transfers: Workers' Compensation, \$500,000 and pension UAL paydown.*

### **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.

### **Special Revenue Funds**

In 2017-18, the City adds two new special revenue funds, which will be used for our roads and streets improvements.

#### **Road Maintenance and Rehabilitation Act (SB1) Special Revenue Fund**

Senate Bill 1, the Road Repair and Accountability Act, increased the price of gasoline and diesel fuel beginning November 1, 2017. This is a voter-approved transportation tax measure, which the gas tax increase is to be used to fix roads, freeways, and bridges in communities across California. The City expects to receive an approximately \$424,000 in 2017-18 and a \$780,000 in 2018-19 for our road improvement projects.

#### **Measure M Special Revenue Fund**

LA County voters passed a ½-cent sales tax ballot for transportation projects in 2016. The Measure M funds can be used for transportations, highway maintenance, local street improvements, and bicycle/pedestrian connection. The City expects approximately a half million for 2017-18 and 2018-19, respectively.

### **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 September 2017, the City continued implementing new rates for water and sewer services. Revenue increases are being requested to make investments to improve water quality, comply with new water treatment and environmental regulations. Customers continue water conservation has led to reduced sales revenue for the 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.

For 2017-18, the assessment charge is budgeted for \$1.5 million and \$434,000 for the payment to Water Master and San Gabriel Valley Municipal Water District, respectfully. The projected increase for 2018-19 is estimated to be for a 15 percent.

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. Currently, the City hires a consulting firm to perform a comprehensive rate study for the City's water, waste water, and solid waste services. Staff will present the analysis report to the Council in April for 2018-19 directions.

### **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. Currently, the City's Workers' Compensation Fund has a \$3.2 million deficit net position and the General Liability Fund has a \$1.6 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 Fund due to the fund's huge deficits. Substantial increases or transfers in the future are unavoidable to bring both funds to a positive net position.

For 2018-19, internal service funds' charges are: Workers' Compensation (+8%), Motor Pool (+3%), Technology (+8%), Separation Benefits (+3%), 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. In addition, the Technology Fund is projected to result in minimum cash on hand after the fund is used for 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 decreased 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%.

Last December, the CalPERS Board made the decision to ratchet down the discount rate from 7.5 percent to 7.0 percent over the course of 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. Public agencies haven't even seen the effect of that first discount rate reduction in their contribution rates yet. Table 6 below illustrates the projected cost impact for the City's retirement fund.

**Projected Retirement Fund  
(Table 6)**

<i>(Amounts in 000s)</i>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>
<b>Beginning Fund Balance</b>	\$ 1,433	\$ 682	\$ (627)	\$ (1,148)	\$ (1,518)
<b>Retirement Fund Rev</b>	6,640	6,831	7,172	7,530	7,906
<b>GF Contribution</b>	2,100	2,300	4,000	5,000	5,500
<b>Total Sources</b>	8,740	9,131	11,172	12,530	13,406
<b>Expenditures</b>	9,491	10,440	11,693	12,900	13,754
<b>Ending Fund Balance</b>	682	(627)	(1,148)	(1,518)	(1,866)
	=====	=====	=====	=====	=====

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

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. 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 over time, 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.

## **Other Key Issues -**

### **Procurement Rules under Uniform Guidance:**

The Uniform Guidance has different procurement rules than those previously required by the Circular A-133. Beginning July 1, 2018, nonfederal entities will be required to comply with all of the Uniform Guidance procurement rules. The City is required to update its policies and procedures to be in compliance.

### **Other Postemployment Benefits Standards (OPEB):**

The City is required to report a net OPEB liability or asset on the face of the financial statements. The City is required to work with its auditors and actuaries for this new financial reporting requirement.

## **In Closing**

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 many goals to the community. We understand that the role of leadership is essential in driving change and building trust among all players, while we continue aggressively and proactively developing and implementing plans that keep us fiscally responsive and financially healthy.

This Midyear Review sets the stage for our continuing efforts to prepare for the 2018-2019 Budget. The midyear projections offer an important glimpse of a balanced 2018-2019 budget, but the actual work on crafting the City's spending plan generally doesn't begin until all data is received in April. City management and employees 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,



Ron Bow  
City Manager

# REVENUE DETAIL



## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Fund#	Acct	Actual 2016-2017	Estimated 2017-2018	Estimated Actual 2017-2018	Estimated 2018-2019
<b><i>General Fund</i></b>						
<b>Property Taxes:</b>						
Current Secured	0010-	01010	14,631,354	15,000,000	15,000,000	15,800,000
Residual Property Tax Dist.		01015	1,331,134	800,000	1,000,000	1,000,000
Current Unsecured		01020	307,553	280,000	310,000	310,000
Homeowner Exemption		01030	54,602	62,000	55,000	56,000
Prior Year Secured		01110	261,162	170,000	200,000	200,000
Prior Year Unsecured		01120	4,013	20,000	10,000	20,000
Interest & Penalties		01200	26,739	43,000	38,000	35,000
<b>Total Property Taxes</b>			<b>16,616,556</b>	<b>16,375,000</b>	<b>16,613,000</b>	<b>17,421,000</b>
<b>Other Taxes:</b>						
Admission Tax		01400	2,500	7,500	5,000	5,000
Sales Tax		01500	6,517,491	6,400,000	6,300,000	7,200,000
Transient Tax		01550	1,261,777	1,380,000	1,260,000	1,300,000
Franchise Tax		01600	938,802	990,000	950,000	990,000
Transfer Tax		01800	267,234	250,000	270,000	270,000
Utility Users Tax		01900	3,212,912	3,200,000	3,000,000	3,000,000
Vehicle In-lieu Tax		04410	27,482			
<b>Total Other Taxes</b>			<b>12,228,198</b>	<b>12,227,500</b>	<b>11,785,000</b>	<b>12,765,000</b>
<b>Licenses &amp; Permits:</b>						
<b>Licenses:</b>						
Business Licenses		02010	1,244,295	1,200,000	1,100,000	1,200,000
Business Lic Processing Fees		02020	4,601	4,000	4,000	4,000
Tobacco Retailer Lic Fees		02025	1,072	1,800	1,500	1,800
Dog Licenses Regular		02410/02430	2,224			
<b>Total Licenses</b>			<b>1,252,192</b>	<b>1,205,800</b>	<b>1,105,500</b>	<b>1,205,800</b>
<b>Construction Permits:</b>						
Building Permits		02500	1,215,883	1,700,000	1,450,000	1,000,000
Electrical Permits		02600	169,114	280,000	250,000	200,000
Plumbing Permits		02700	91,009	200,000	150,000	150,000

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Fund#	Acct	Actual 2016-2017	Estimated 2017-2018	Estimated Actual 2017-2018	Estimated 2018-2019
Mechanical Permits		02900	96,146	160,000	120,000	100,000
<b>Total Construction Permits</b>			<b>1,572,153</b>	<b>2,340,000</b>	<b>1,970,000</b>	<b>1,450,000</b>
<b>Other Permits:</b>						
Firework Permits		03540	4,000	5,000	4,000	4,000
Yard Sale Permits		03550	3,450	2,800	3,000	3,000
Misc Permits		03590	77,532	25,000	25,000	35,000
Parking Permits		03650	1,960	3,000	2,000	2,100
Banner Permits		06290	2,385	1,800	1,800	2,000
<b>Total Other Permits</b>			<b>89,327</b>	<b>37,600</b>	<b>35,800</b>	<b>46,100</b>
<b>Total Licenses &amp; Permits</b>			<b>2,913,672</b>	<b>3,583,400</b>	<b>3,111,300</b>	<b>2,701,900</b>
<b>Fines:</b>						
Traffic Fines		03580	133,652	230,000	160,000	180,000
Court Fines		03600	623	5,000	15,000	10,000
Parking Fines		03620/03630	398,680	400,000	500,000	510,000
<b>Total Court and Traffic Fines</b>			<b>532,956</b>	<b>635,000</b>	<b>675,000</b>	<b>700,000</b>
<b>Use of Money &amp; Property:</b>						
Interest Income		03700/03750	536,299	600,000	700,000	750,000
Golf Course Rental		03800	132,955	135,000	135,000	137,000
MetroPCS (3500 Ramona)		03870	48,615	41,699	42,950	44,239
T-Mobile Rental (Fire Station 3)		03880	32,804	32,804	33,788	34,801
AT&T Rental (Fire Station 3)		03890	32,804	32,804	33,788	34,801
T-Mobile Rental (Sierra Vista)		03930	41,527	41,326	42,773	44,056
Acosta Grower (Delta & Fox Sites)		03960	15,714			
Specialty Restaurants		03970	209,768	232,000	232,000	232,000
Sublease Rent - SMSA (Pac Bell)		03980	11,407	11,460	11,807	12,162
Sublease Rent - Cox Communication		03990	7,673	7,702	7,845	7,860
<b>Total Use of Money &amp; Property</b>			<b>1,069,564</b>	<b>1,134,795</b>	<b>1,239,951</b>	<b>1,296,919</b>

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Fund#	Acct	Actual 2016-2017	Estimated 2017-2018	Estimated Actual 2017-2018	Estimated 2018-2019
<b>Charges for Services:</b>						
<b>Police Services:</b>						
Witness Fees		03610	2,978	4,000	3,500	3,500
Prisoner Housing		03640	63,177	75,000	64,000	65,000
Vehicle Release		03670	55,865	66,000	57,000	58,000
DUI Recovery		03680	31,924	48,000	48,000	49,000
Fingerprint		06390/03710	11,065	13,500	13,500	14,000
Correction Notices		03720	6,198	6,000	6,000	6,100
Prisoner Booking Fees		03730/03760	200			
Police Report		05990	3,606	3,800	3,800	4,000
Burglar Alarm		06400	3,669	30,000	10,000	10,000
Court Restitutions		06405	1,159		1,500	1,500
<b>Total Police Services</b>			<b>179,841</b>	<b>246,300</b>	<b>207,300</b>	<b>211,100</b>
<b>Fire Services:</b>						
Fire Report Copy		06050	626	500	600	600
Fire Inspection		06320	131,509	135,000	135,000	136,000
Fire Plan Checks & Permits		06330/06340	139,904	145,000	145,000	147,000
Fire Response/Admin Citation		06350/06240	20,165	15,000	14,000	15,000
Business Fire Safety Inspection		06370	51,975	48,000	50,000	52,000
Ind Waste Permit/Inspection		06850	139,190	130,000	130,000	140,000
Ambulance Subscription		07950	89,064	94,000	94,000	94,000
Ambulance Transport		07960	1,163,970	1,060,000	1,180,000	1,200,000
<b>Total Fire Services</b>			<b>1,736,403</b>	<b>1,627,500</b>	<b>1,748,600</b>	<b>1,784,600</b>
<b>Community Development:</b>						
Plan Check		06100	1,703,097	1,300,000	1,550,000	1,200,000
Comm Prop Insp		06120	70,669	75,000	75,000	70,000
Home Occup Insp		06150/06160	17,040	16,000	16,000	175,000
Zoning		06200	73,145	60,000	80,000	75,000
Admin Citation - Code Compliance		06220/06130	33,756	30,000	30,000	33,000
Design Review		06250	23,913	22,000	22,000	22,000
Special Inspection		06450	6,197	5,000	6,000	6,000
Shopping Cart Plan Review		06451		1,260		
<b>Total Community Development Fees</b>			<b>1,927,817</b>	<b>1,509,260</b>	<b>1,779,000</b>	<b>1,581,000</b>

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Fund#	Acct	Actual 2016-2017	Estimated 2017-2018	Estimated Actual 2017-2018	Estimated 2018-2019
<b>Public Works Fees:</b>						
Comm. Franchise in lieu fee		01610	134,756	120,000	110,000	120,000
Street Excavation		02910	20,979	12,000	12,000	15,000
Sewer Permits		02920		236	236	236
Driveway/Sidewalk		02930	2,144	3,500	3,000	3,000
Housemoving Permits		03520	6,950	3,000	4,500	4,500
Sale of Maps/Plans	06000/06010		895	1,400	1,400	1,500
Newsrack Permits		06710		1,000		1,000
Address Change		06140	3,100	3,100	4,030	4,030
Admin Citation - Public Works		06230	100	400	400	400
Engr Inspection	06210/06300		104,494	60,000	85,000	85,000
Engr Plan Check		06700	278,265	210,000	280,000	280,000
Rest Interceptor Inspect		06900	425			
Soil Review		06910	72,973	20,000	40,000	20,000
CNG Fuel Sales		06940	35,292	25,000	30,000	33,000
<b>Total Public Works Fees</b>			<b>660,373</b>	<b>459,636</b>	<b>570,566</b>	<b>567,666</b>
<b>Library Fees:</b>						
Facility Rental Charges		04030				
Library Fines		07410	16,570	20,000	17,000	18,000
Audio Visual		07420	3,579	4,000	3,000	3,200
Lost Books		07430	1,554	2,000	2,000	2,000
Misc Library Revenue		07460		100	100	100
Card Replacement		07480	1,741	2,000	1,800	1,800
Damaged Items		07490	531	500	500	500
<b>Total Library Fees</b>			<b>23,975</b>	<b>28,600</b>	<b>24,400</b>	<b>25,600</b>
<b>Recreation / Community Services Fees:</b>						
Rec. Facilities / Service Clubhouse		04020	134,574	115,000	115,000	120,000
Rec Registration		06090	19,564	25,000	25,000	26,000
Picnic Reservation	07050/07030		38,642	26,000	30,000	34,000
Aquatics		07090	18,908	26,000	24,000	24,000
Child Care		07150	173,212	180,000	180,000	180,000
Barnes Pool Admission		07610	17,003	13,000	16,000	18,000
Elder Pool Admission		07620	9,132	7,000	6,000	7,000
Swim Lessons		07630	89,585	82,000	89,000	90,000
Barnes & Elder Pool Rental		07640	54,065	45,000	54,000	55,000
Adopt-A-Park / Other	08020/08030		94			
Langley Activity		08025	43,599	55,000	55,000	55,000

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Fund#	Acct	Actual 2016-2017	Estimated 2017-2018	Estimated Actual 2017-2018	Estimated 2018-2019
Rec Registration	0159-	06090	36,335	35,000	36,500	36,500
Summer Programs	0159-	07010	23,978	35,000	25,000	25,000
Fall Programs	0159-	07020	38,680	40,000	40,000	40,000
Winter Programs	0159-	07030	25,939	40,000	30,000	30,000
Spring Programs	0159-	07040	9,307	25,000	12,000	14,000
Adult Leagues	0159-	07100	15,684	11,000	12,000	13,000
<b>Total Recreation / Community Services Fees</b>			<b>748,301</b>	<b>760,000</b>	<b>749,500</b>	<b>767,500</b>
<b>Administrative Charges:</b>						
From City Funds		06020	1,208,000	1,268,000	1,268,000	1,475,000
<b>Total Administrative Charges</b>			<b>1,208,000</b>	<b>1,268,000</b>	<b>1,268,000</b>	<b>1,475,000</b>
<b>Other Services:</b>						
City Clerk Research/Public Record		06040	595	500	500	550
Returned Check Fee		08150	2,700	2,500	2,500	2,500
ELAC Special Event		09210	2,314		3,000	3,000
<b>Total Other Services</b>			<b>5,609</b>	<b>3,000</b>	<b>6,000</b>	<b>6,050</b>
<b>Total Charges for Services</b>			<b>6,490,318</b>	<b>5,902,296</b>	<b>6,353,366</b>	<b>6,418,516</b>
<b>Other Revenue:</b>						
Surplus Property Sale		04000	16,165	5,000	30,000	25,000
Refunds/Rebates		08100	61,214	150,000	200,000	250,000
Misc Revenue		07500/07530/ 08200/09203/ 09200/09202	530	200	400	400
Street Maintenance - Water		08155	950,000	950,000	950,000	1,000,000
<b>Total Other Revenue</b>			<b>1,027,910</b>	<b>1,105,200</b>	<b>1,180,400</b>	<b>1,275,400</b>
<b>Total General Fund</b>			<b>40,879,174</b>	<b>40,963,191</b>	<b>40,958,017</b>	<b>42,578,735</b>

Special Revenue Funds

Retirement Fund - 0012

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Fund#	Acct	Actual 2016-2017	Estimated 2017-2018	Estimated Actual 2017-2018	Estimated 2018-2019
<b>Property Taxes:</b>						
Current Secured	0012-	01010	5,083,071	5,638,000	5,200,000	5,330,000
Pension Override	0012-	01015	1,157,148	1,122,000	1,160,000	1,220,000
Current Unsecured	0012-	01020	83,944	75,000	75,000	75,000
Homeowner Exemption	0012-	01030	55,254	55,000	55,000	56,000
Prior Year Secured	0012-	01110	136,779	80,000	130,000	130,000
Prior Year Unsecured	0012-	01120	4,097	5,000	5,000	5,000
Interest & Penalties	0012-	01200/03750	18,714	11,000	15,000	15,000
General Fund Supplement for Pension	0012-	01300	2,100,000	2,100,000	2,100,000	2,300,000
<b>Total Retirement Fund</b>			<b>8,639,006</b>	<b>9,086,000</b>	<b>8,740,000</b>	<b>9,131,000</b>
<b>State Gas Tax Funds - 0022</b>						
<b>Gas Tax:</b>						
Section 2103 (Prop 42 Replacement)	0022-	04530	163,735	245,616	180,000	200,000
Section 2105	0022-	04540	344,698	356,558	356,000	356,000
Section 2106	0022-	04500	205,836	220,150	219,000	219,000
Section 2107	0022-	04510	437,021	460,622	440,000	460,000
Section 2107.5	0022-	04520	7,500	7,500	7,500	7,500
Interest Income	0022-	03700	11,554	7,300	12,000	12,500
SB 821 Bikeway	0023-	05400		50,000	50,000	35,000
<b>Total Gas Tax Fund</b>			<b>1,170,345</b>	<b>1,347,746</b>	<b>1,264,500</b>	<b>1,290,000</b>
<b>Road Maintenance &amp; Rehabilitation Act - 0024 (SB1)</b>						
RMRA (SB1)	0024-	04550		353,766	353,766	700,000
Loan Repayment	0024-	04560		70,192	70,192	80,000
<b>Total RMRA</b>			<b>0</b>	<b>423,958</b>	<b>423,958</b>	<b>780,000</b>
<b>Park Facility Fund - 0070</b>						
Park Facilities Fees	0070-	09000	15,749	400,000	700,000	150,000
<b>Public Safety Impact Fee Fund - 0071</b>						
Public Safety Impact Fee	0071-	03570/08100	127,020	837,000	1,400,000	450,000
<b>Proposition A Fund - 0109</b>						

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Fund#	Acct	Actual 2016-2017	Estimated 2017-2018	Estimated Actual 2017-2018	Estimated 2018-2019
Proposition A Local Return	0109-	05400	1,132,486	1,137,000	1,140,000	1,160,000
Proposition A Incentive Program	0109-	05430	107,277	110,000	110,000	110,000
Bus Fares/Tap Card	0109-	07680	58,455	66,000	58,000	58,000
Langley Tap Card Sales	0109-	07685	26,211	35,000	27,000	28,000
Interest Income	0109-	03700	19,247	9,000	16,000	17,000
<b>Total Proposition A Fund</b>			<b>1,343,675</b>	<b>1,357,000</b>	<b>1,351,000</b>	<b>1,373,000</b>
<b>Measure R Fund - 0110</b>						
Measure R	0110-	05400	704,696	707,000	707,000	707,000
Interest Income	0110-	03700	12,335	10,000	12,000	12,500
<b>Total Measure R</b>			<b>717,031</b>	<b>717,000</b>	<b>719,000</b>	<b>719,500</b>
<b>Measure M - 0112</b>						
Measure M	0112-	05400		520,000	520,000	530,000
<b>Proposition C Fund - 0166</b>						
Interest Income	0166-	05400	941,652	942,000	942,000	942,000
	0166-	03700	8,197	7,000	8,000	8,300
<b>Total Proposition C</b>			<b>949,849</b>	<b>949,000</b>	<b>950,000</b>	<b>950,300</b>
<b>Asset Forfeiture Fund - 0160</b>						
Asset Forfeiture-Justice	0160-	03690	25,725	15,000	15,000	25,000
Interest Income	0160-	03700	5,879	2,500	4,000	4,500
Asset Forfeiture-Treasury	0160-	03770	40,404	250,000	100,000	100,000
Asset Forfeiture-State	0160-	03780	12,029	15,000	15,000	15,000
<b>Total Asset Forfeiture Fund</b>			<b>84,036</b>	<b>282,500</b>	<b>134,000</b>	<b>144,500</b>
<b>Business Improvement Fund - 0077</b>						
Business Improvement Fees	0077-	02110	77,419	71,400	71,400	72,000
Interest Income	0077-	03700	1,298	1,000	1,000	1,000
<b>Total Business Improvement</b>			<b>78,717</b>	<b>72,400</b>	<b>72,400</b>	<b>73,000</b>

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Fund#	Acct	Actual 2016-2017	Estimated 2017-2018	Estimated Actual 2017-2018	Estimated 2018-2019
<b>Air Quality Improvement Fund - 0165</b>						
Air Quality Allocation	0165-	05400	79,659	80,000	80,000	80,000
Interest Income	0165-	03700	1,781	1,500	1,700	1,700
<b>Total Air Quality Improvement</b>			<b>81,440</b>	<b>81,500</b>	<b>81,700</b>	<b>81,700</b>
<b>Maint. District -1972 Act - 0176</b>						
Special Assessment	0176-	01060	978,688	979,153	979,153	980,000
<b>Library Tax Fund - 0131</b>						
Library Tax	0131-	01060	503,944	503,000	503,000	
Interest Income	0131-	03700	12	300	100	
<b>Total Library Tax Fund</b>			<b>503,956</b>	<b>503,300</b>	<b>503,100</b>	<b>0</b>
<b>Public Safety Augmentation Fund - 0182</b>						
Sales Tax Public Safety Augmentation	0182-	01510	688,715	670,000	688,000	708,000
<b>CERCLA Liability Fund - 0203</b>						
CERCLA Fees	0203-	06950	134,793	132,000	120,000	120,000
Interest Income	0203-	03700	3,555	4,000	4,000	4,500
<b>Total CERCLA Liability</b>			<b>138,349</b>	<b>136,000</b>	<b>124,000</b>	<b>124,500</b>
<b>Housing Program Fund - 0880</b>						
SERAF Payment	0880-	01017		68,671		68,671
Interest Income	0880-	03700	12,639		13,500	14,000
Other Revenue (Loan Payment)	0880-	07530	31,722		6,886	
<b>Total Housing Program Fund</b>			<b>44,361</b>	<b>68,671</b>	<b>20,386</b>	<b>82,671</b>
<b>Grants Fund</b>						

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Fund#	Acct	Actual 2016-2017	Estimated 2017-2018	Estimated Actual 2017-2018	Estimated 2018-2019
<b>Library Grants:</b>						
Literacy and Civics Ed. Grant	0142-	05400	73,670	83,731	83,731	75,000
Cal Literacy Grant	0163-	03700/05400	35,986	34,500	34,500	35,000
CA Humanities Grant	0428-	05400	5,000			
Literacy Trust Grant	0445-	05400	18,000	32,178	32,178	30,000
Library Passport Trust Grant	0454-	05400	2,994	18,500	18,500	18,500
CA Center for the Book Grant	0520-	05400	470			
Bilingual Books Grant	0530-	05400		7,500	7,500	
<b>Total Library Grants</b>			<b>136,120</b>	<b>176,409</b>	<b>176,409</b>	<b>158,500</b>
<b>Recreation Grants:</b>						
Park Discretionary (Maint.)	0178-	05400	58,815	58,815	58,815	70,000
LA Astronomical Society Grant	0502-	03700/05400	(5,633)			
<b>Total Parks &amp; Rec Grants</b>			<b>53,182</b>	<b>58,815</b>	<b>58,815</b>	<b>70,000</b>
<b>Police Grants:</b>						
STC Grant	0132-	05400	4,769	4,730	4,730	4,730
POST Grant	0136-	04500	(43,475)	35,000	30,000	30,000
Interest Income	0192-	03700	1,010			
State - COPS	0192-	05400	129,324	104,000	104,000	104,000
Bullet Proof Vest Grant	0229-	05400	1,598	3,465	3,465	3,465
AB109 Task Force Grant	0306-	03700/05400	183,637			
Selective Traffic Enforcement Prog (2)	0337-	05400	64,978			
Selective Traffic Enforcement Prog (3)	0338-	05400	17,114	40,390	19,146	
Selective Traffic Enforcement Prog (4)	0360-	05400		130,000	130,000	
AHMC Health Foundation Grant	0339-	05400		10,000	10,000	
Urban Area Security initiative - 2016	0470-	05400		843,846	843,846	
<b>Total Police Grants</b>			<b>358,954</b>	<b>1,171,431</b>	<b>1,145,187</b>	<b>142,195</b>
<b>Engineering/Parks Grants:</b>						
Used Oil Recycling Grant	0184-	03700/05400	17,457	28,565	28,565	28,000
Beverage Container Recycling	0214-	03700/05400	16,315	15,960	15,960	15,000
Rubberized Pavement Grant	0421-	05400	75,508	120,000	120,000	90,000
SGVMWD Garvey Demon Garden Grant	0535-	05400	50,000			
<b>Total Engineering Grants</b>			<b>159,280</b>	<b>164,525</b>	<b>164,525</b>	<b>133,000</b>

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Fund#	Acct	Actual 2016-2017	Estimated 2017-2018	Estimated Actual 2017-2018	Estimated 2018-2019
<b>Transportation Grants:</b>						
Surface Transportation Program (STP-L)	0175-	05400	26,775			
Air Quality Investment Program	0233-	03700/07680	456			
CNG Fueling System Grant	0444-	05400	8,334			
CMAQ Bus Shelters Grant	0452-	05400	8,875			
			44,440	0	0	0
<b>Fire Grants:</b>						
ELAC Instructional Serv Program	0349-	05400	87,267	60,000	60,000	60,000
Disaster Management Area C	0436-	05400		2,500	2,500	2,500
Urban Area Initiative 2014	0463-	05400	13,546			
Urban Area Security Initiative-2015	0464-	05400		101,304	101,304	
Ground Emergency Medical Transport	0465-	05400	118,707	80,000	80,000	80,000
Urban Area Security initiative - 2016	0470-	05400		128,458	128,458	
<b>Total Fire Grants</b>			<b>219,521</b>	<b>372,262</b>	<b>372,262</b>	<b>142,500</b>
<b>HUD Grants:</b>						
CDBG	0169-	05400/05460	490,337	661,286	661,286	662,000
HOME Fund	0152-	05400	355,516	736,634	736,634	221,000
	0152-	03700	11,480		3,297	3,300
EDI Grant/Interest Income	0211-	03700	4,261	3,500	4,300	3,000
<b>Total HUD Grants</b>			<b>861,594</b>	<b>1,401,420</b>	<b>1,405,517</b>	<b>889,300</b>
<b>Other Special Grants (Trust Funds):</b>						
Maintenance Grant (0075)	0344-	05400	35,944	75,000	75,000	75,000
Video Serv Franchise Trust (0075)	0351-	05400		175,000	175,000	
Gen Plan Review Trust (0010-450)	0352-	05400	35,025	35,246	35,246	35,000
Passport Trust Grant (0075)	0415-	05400		2,078	2,078	
Records Management Fee Trust (0075)	0442-	05400	4,302	15,558	15,558	16,000
<b>Total Other Special Grants</b>			<b>75,271</b>	<b>302,882</b>	<b>302,882</b>	<b>126,000</b>
<b>Total Grant Funds</b>			<b>1,908,363</b>	<b>3,647,744</b>	<b>3,625,597</b>	<b>1,661,495</b>
<b>Total Special Revenue Funds</b>			<b>17,469,299</b>	<b>22,078,972</b>	<b>22,296,794</b>	<b>19,229,666</b>

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Fund#	Acct	Actual 2016-2017	Estimated 2017-2018	Estimated Actual 2017-2018	Estimated 2018-2019
<b><u>Enterprise Funds</u></b>						
<b>Sewer Fund - 0042</b>						
Sewer Reconstruction Fee	0042-	01000		1,000		1,000
Sewer Revenue	0042-	05200	2,843,412	2,750,000	2,950,000	3,000,000
<b>Total Sewer Fund</b>			<b>2,843,412</b>	<b>2,751,000</b>	<b>2,950,000</b>	<b>3,001,000</b>
<b>Refuse Fund - 0043</b>						
Refuse Charges	0043-	05300/05350	6,764,196	6,200,000	6,200,000	6,386,000
Waste Mgmt Surcharge	0043-	05360	360,572	200,000	250,000	260,000
Refunds & Rebates	0043-	08100				
<b>Total Refuse Fund</b>			<b>7,124,767</b>	<b>6,400,000</b>	<b>6,450,000</b>	<b>6,646,000</b>
<b>Water Fund</b>						
<b>Water Operation Fund:</b>						
Interest Income	0092-	03750	105			
Sales of Surplus Property	0092-	04000	20,877	3,000	3,000	3,000
Water Sales	0092-	07510	9,885,668	9,600,000	9,750,000	9,880,000
Connection Fee	0092-	07550	55,357	100,000	100,000	60,000
Meter Installation	0092-	07520	106,277	170,000	150,000	150,000
Other Revenue	0092-	07530/7540	55,405	55,000	55,000	55,000
<b>Total Water Operation Fund</b>			<b>10,123,688</b>	<b>9,928,000</b>	<b>10,058,000</b>	<b>10,148,000</b>
<b>Water Treatment Fund:</b>						
Water Treatment Surcharge	0093-	07590	3,447,481	3,900,000	3,550,000	3,700,000
WQA EPA Settlement	0093-	07575	1,162,671	1,250,000	2,000,000	1,200,000
Capital Fee	0093-	07550	250			
<b>Total Water Treatment Fund</b>			<b>4,610,402</b>	<b>5,150,000</b>	<b>5,550,000</b>	<b>4,900,000</b>
<b>Water Capital Grants:</b>						
Integrated Regional Water Mgmt Grant	0510-	05400	1,861,096	2,269,304	2,269,304	0

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Fund#	Acct	Actual 2016-2017	Estimated 2017-2018	Estimated Actual 2017-2018	Estimated 2018-2019
			1,861,096	2,269,304	2,269,304	0
<i>Total Enterprise Funds</i>			<u>26,563,365</u>	<u>26,498,304</u>	<u>27,277,304</u>	<u>24,695,000</u>
<i>Internal Services Funds</i>						
<b>Auto Shop Fund - 0060</b>						
Refunds & Rebates	0060-	08100/04000	4,431	2,000	2,000	2,000
Vehicle Charges	0060-	08700	1,850,461	1,905,973	1,905,973	1,964,000
<b>Total Shop Fund</b>			<u>1,854,892</u>	<u>1,907,973</u>	<u>1,907,973</u>	<u>1,966,000</u>
<b>Separation Benefits Fund - 0061</b>						
Separation Charges	0061-	07900	1,294,341	1,332,451	1,332,451	1,375,005
<b>General Liability Fund - 0062</b>						
Insurance Charges	0062-	06020	1,607,200	1,713,100	1,713,100	1,916,520
Refunds & Rebates (Transfer - GF)	0062-	08100	803,015	500,000	500,000	
			<u>2,410,215</u>	<u>2,213,100</u>	<u>2,213,100</u>	<u>1,916,520</u>
<b>Technology Fund - 0063</b>						
Technology Charges	0063-	06020	175,796	199,585	199,585	239,241
<b>OPEB Internal Service Fund - 0064</b>						
OPEB set-aside	0064-	06020	950,000	950,000	950,000	1,000,000
<b>Workers' Compensation Fund - 0080</b>						
Insurance Charges	0080-	07900	1,615,737	1,696,525	1,696,525	1,836,245
Transfer from Separation Benefits Fund	0080-	08100	1,059,581			
			<u>2,675,318</u>	<u>1,696,525</u>	<u>1,696,525</u>	<u>1,836,245</u>

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Fund#	Acct	Actual 2016-2017	Estimated 2017-2018	Estimated Actual 2017-2018	Estimated 2018-2019
<i>Total Internal Services Funds</i>			<u>9,360,562</u>	<u>8,299,634</u>	<u>8,299,634</u>	<u>8,333,011</u>
<b>Total City Funds</b>			<u>94,272,400</u>	<u>97,840,101</u>	<u>98,831,749</u>	<u>94,836,412</u>
<i>Successor Agency (SA) Funds</i>						
Atlantic/Garvey	0860-		1,635,967	1,483,747	1,483,747	1,458,000
Merged	0870-		<u>858,230</u>	<u>733,697</u>	<u>733,697</u>	<u>708,000</u>
<b>Total Successor Agency (SA) Fund</b>			<u>2,494,197</u>	<u>2,217,444</u>	<u>2,217,444</u>	<u>2,166,000</u>
<b>Total City and SA - All Funds</b>			<u>96,766,598</u>	<u>100,057,545</u>	<u>101,049,193</u>	<u>97,002,412</u>

**EXEPENDITURE DETAIL**



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

DEPARTMENT	FISCAL YEAR 2017-2018			FISCAL YEAR 2018-2019			FY 2018-2019 CHANGES
	Adopted Budget	Amended	Estimated Expenditures 2017-2018	Amended Budget 2017-2018	Changes	Estimated Budget 2018-2019	
<b>Expenditure :</b>							
1100 General Govt.	114,109		114,109	114,109		114,109	
1201 City Manager	168,318		168,318	168,318		168,318	
1301 City Clerk	306,910		306,910	306,910		306,910	
1400 Management Services	1,101,524		1,101,524	1,101,524		1,101,524	
1501 City Treasurer	18,447		18,447	18,447		18,447	
1601 City Attorney	278,000		278,000	278,000		278,000	
1700/2200 Community & Economic Develop	3,364,050		3,364,050	3,364,050		3,364,050	
1800 Human Resources/Risk Mgmt	715,089		715,089	715,089		715,089	
3100 Police	14,325,598		14,325,598	14,325,598		14,325,598	
3200 Fire	9,804,518		9,804,518	9,804,518		9,804,518	
4200 Public Works	1,409,554		1,409,554	1,409,554		1,409,554	
5001/02 Capital / Equipment	708,106		708,106	708,106	(400,000)	308,106	Remove GF for Police pistols, accelera, and city yard improvements for 17-18
5101/02 Liability / Post-Employment	4,344,860		4,344,860	4,344,860		4,344,860	
6000 Library	1,884,083		1,884,083	1,884,083		1,884,083	
6500 Recreation & Community Serv	2,196,722		2,196,722	2,196,722		2,196,722	
<b>Midyear Requests:</b>							
. Addt'l Funding for City Hall Enhancement Project		200,000					
<b>Total Expenditures</b>	<b>40,739,889</b>	<b>200,000</b>	<b>40,939,889</b>	<b>40,739,889</b>	<b>1,709,230</b>	<b>42,449,119</b>	
Transfer from GF CIP Reserve for Station 62		2,500,000 <sup>(1)</sup>	2,500,000				
Transfer - GF Unassigned for Workers' Comp		500,000 <sup>(2)</sup>	500,000				
Transfer - GF Unassigned for Pension Liability		500,000 <sup>(3)</sup>	500,000				
<b>Total Net Expenditures</b>	<b>40,739,889</b>	<b>3,700,000</b>	<b>44,439,889</b>	<b>40,739,889</b>	<b>1,709,230</b>	<b>42,449,119</b>	Increased over 2017-18 Est. Net Exp. +3.7%

<sup>(1)</sup> MidYear proposed capital improvement adjustments for Fire Station 62 construction  
<sup>(2)</sup> GF Supplements Workers' Comp  
<sup>(3)</sup> GF Paydown to Unfunded Pension Liability

# **LONG-TERM FINANCIAL FORECAST**



## **Five-Year Financial Forecast**

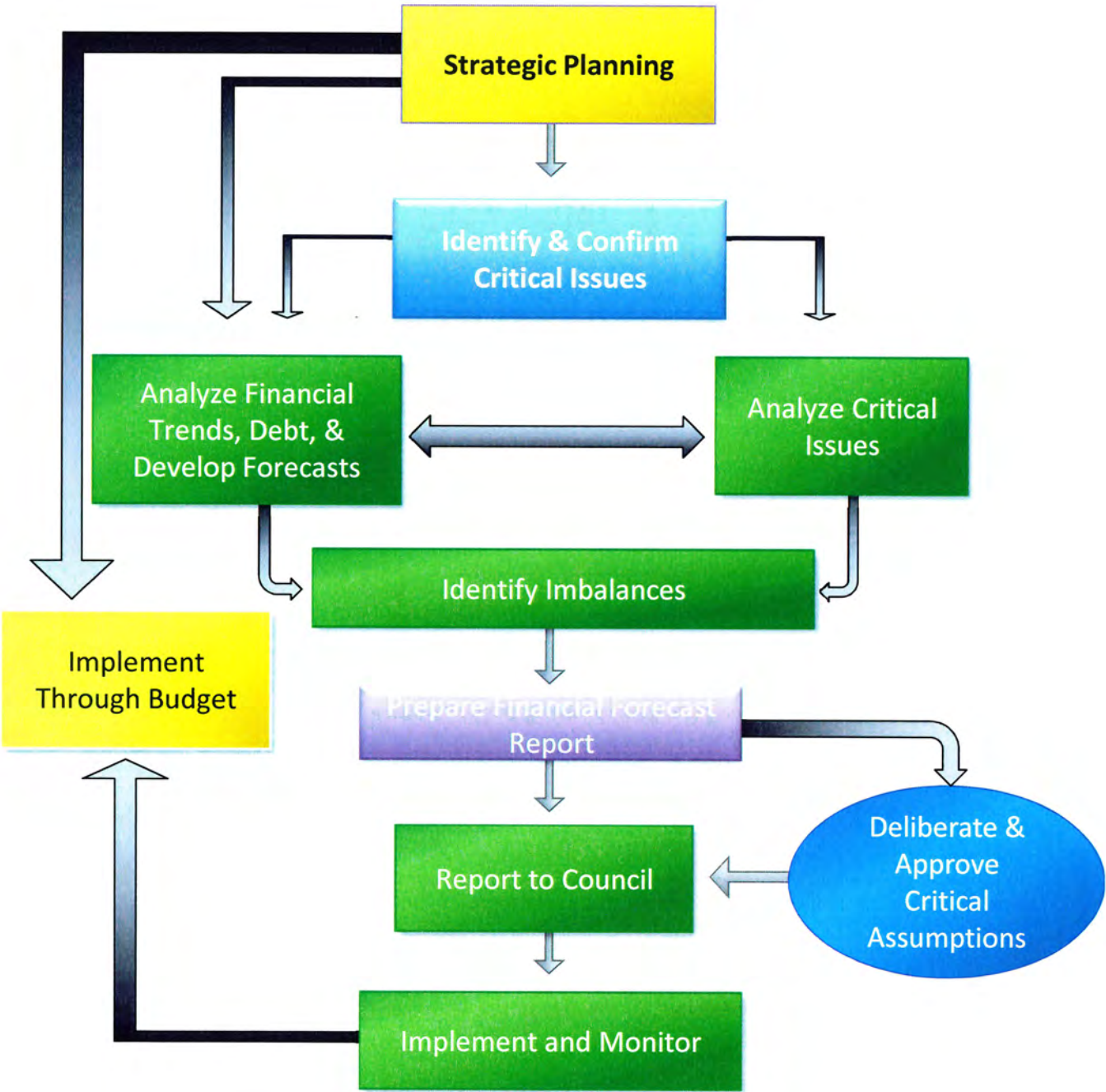
The Five-Year Financial Forecast provides transparent financial analysis of each fund for information such as:

- 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
	2017-18	2018-19	2019-20	2020-21	2021-22	
<b>Beginning Fund Balance</b>						
Unassigned	\$4,161,370	\$4,161,370	\$4,161,370	\$4,161,370	\$4,161,370	
Others	13,195,451	9,713,579	9,843,195	8,659,625	6,372,774	(16)
<b>Revenues:</b>						
Property Taxes	16,613,000	17,421,000	18,044,000	18,685,000	19,246,000	(1)
Sales Tax	6,300,000	7,200,000	7,800,000	8,500,000	9,000,000	(2)
Utility Tax	3,000,000	3,000,000	3,090,000	3,183,000	3,278,000	(3)
Other Taxes	2,475,000	2,565,000	2,616,000	2,668,000	2,721,000	(4)
Licenses & Permits	3,116,300	2,701,900	2,755,938	2,811,057	2,867,278	(5)
Charges for Services	6,353,366	6,418,516	6,547,000	6,678,000	6,812,000	(6)
Fines	680,000	700,000	714,000	728,000	743,000	(4)
Interest and Rental	1,239,951	1,296,919	1,323,000	1,349,000	1,376,000	(7)
Other Revenue	1,180,400	1,275,400	1,400,000	1,450,000	1,450,000	(8)
<b>Total Revenues</b>	<b>40,958,017</b>	<b>42,578,735</b>	<b>44,289,938</b>	<b>46,052,057</b>	<b>47,493,278</b>	
<b>Expenditures:</b>						
Salaries & Benefits	29,769,375	31,069,375	32,156,803	33,282,291	34,447,171	(9)
Maintenance & Operation	3,370,993	3,166,422	3,229,751	3,294,346	3,360,233	(10)
Contracted Services	1,702,700	1,753,781	1,806,394	1,860,586	1,916,404	(11)
Utilities	858,886	885,000	912,000	939,000	967,000	(12)
Vehicle Operating	1,102,391	1,135,000	1,169,000	1,204,000	1,240,000	(13)
Insurance	120,970	123,000	125,000	128,000	131,000	(14)
Small Capitals	133,106	150,000	200,000	250,000	300,000	
Capital Projects	775,000	700,000	700,000	900,000	1,000,000	
Retirement Fund - GF Supplements	2,100,000	2,300,000	4,000,000	5,000,000	5,500,000	(15)
OPEB - GF Contributions	500,000	360,000	360,000	360,000	360,000	
Pension Unfunded Liability - GF	300,000	500,000	500,000	700,000	900,000	
Economic Development Programs	107,300	200,000	200,000	300,000	300,000	(17)
Debt Service - Siemens	99,168	106,541	114,559	120,685	120,685	(18)
Midyear Transfer - Pension UAAL	500,000					
Midyear Transfer - Workers' Comp	500,000					
Midyear Transfer - Fire Station 62	2,500,000					
<b>Total Expenditures</b>	<b>44,439,889</b>	<b>42,449,119</b>	<b>45,473,508</b>	<b>48,338,908</b>	<b>50,542,493</b>	
<b>Ending Fund Balance</b>	<b>\$13,874,949</b>	<b>\$14,004,565</b>	<b>\$12,820,995</b>	<b>\$10,534,144</b>	<b>\$7,484,929</b>	
<b>Future Capital Projects:</b>						(19)

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

- (1) 3% growth (2% from reassessment and 1% from ownership transfer/new construction). Starting 2018-19, amount includes projected property tax generated by the Olson, Phase I of the Market Place development, and Marriott hotel project.
- (2) Sale tax reflects revenues from Market Place development: 2018-19 (\$800,000); 2019-20 (\$1,164,000); 2020-21 (\$1,199,000); and 2021-22 (\$1,611,000). Amounts reflect net of sharing agreement between the City and Montebello, 50% for specified retailers for the first 5 years and 18% thereafter; 18% for non-specified stores.
- (3) 3% growth.
- (4) 2% growth.
- (5) Estimated construction permits adjusted by developments.
- (6) Projected future plan check fees are included conservatively: 2017-18 for remaining Market Place and hotels.
- (7) 2% growth. Interest income increases based on projected market outlook.
- (8) Amounts reflect various refunds and rebates and the State SB90 reimbursements.
- (9) 3% increase in salaries and benefits.
- (10) 2% increase in maintenance, supplies, equipment, and other operating costs.
- (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.
- (15) General Fund retirement contributions for pension costs.
- (16) Fund balance is classified per GASB Statement 54. "Others" include Committed: Catastrophic Event \$2,340,000; Stabilization funds \$3,000,000; and Assigned for Capital Improvements.
- (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) 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
	2017-18	2018-19	2019-20	2020-21	2021-22	
Beginning Fund Balance	\$1,433,000	\$682,000	(\$626,999)	(\$1,147,999)	(\$2,017,999)	
Revenues:						
Property Taxes	6,640,000	6,831,000	7,172,000	7,530,000	7,906,000	(1)
GF Supplement	2,100,000	2,300,000	4,000,000	4,500,000	5,000,000	(2)
<b>Total Revenues</b>	<b>8,740,000</b>	<b>9,131,000</b>	<b>11,172,000</b>	<b>12,030,000</b>	<b>12,906,000</b>	
Expenditures:						
PERS	7,234,942	8,180,179	9,444,122	10,671,770	11,525,511	(3)
Mass. Mutual	950,000	950,000	950,000	950,000	950,000	(4)
Actuarial Services	45,000	80,000	100,000	110,000	110,000	(5)
Pension Obligation Bonds	1,261,058	1,229,820	1,198,878	1,168,230	1,168,424	(6)
<b>Total Expenditures</b>	<b>9,491,000</b>	<b>10,439,999</b>	<b>11,693,000</b>	<b>12,900,000</b>	<b>13,753,935</b>	
<b>Ending Fund Balance</b>	<b>\$682,000</b>	<b>(\$626,999)</b>	<b>(\$1,147,999)</b>	<b>(\$2,017,999)</b>	<b>(\$2,865,934)</b>	
<b><u>PERS CONTRIBUTION RATES:</u></b>						
	2017-18	2018-19	2019-20	2020-21	2021-22	
<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%	31.600%	35.100%	37.900%	40.300%	(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%	43.400%	49.000%	53.800%	57.600%	(8)

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

- (1) 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 6/30/2017. 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 6/30/2016 CalPERS Annual Valuation Report. (Assumes 7.375% return for fiscal year 2016-2017)

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

	Long-Term Projection					Notes
	2017-18	2018-19	2019-20	2020-21	2021-22	
Beginning Fund Balance	\$1,573,933	\$1,200,650	\$567,498	\$185,647	(\$199,753)	
Revenues:						
State Gas Tax	1,202,500	1,242,500	1,280,000	1,318,000	1,358,000	(1)
Bikeway (SB821)	50,000	35,000	36,000	37,000	38,000	(1)
Interest Income	12,000	12,500	6,000	5,000	5,000	
<b>Total Revenues</b>	<b>1,264,500</b>	<b>1,290,000</b>	<b>1,322,000</b>	<b>1,360,000</b>	<b>1,401,000</b>	
Expenditures:						
Salaries & Benefits	831,195	860,000	890,000	921,000	953,000	(2)
Maintenance & Operation	102,294	104,300	106,400	108,500	110,700	(3)
Street Cleaning (Gas Tax portion)	340,500	351,000	362,000	373,000	384,000	(4)
Utilities	13,620	14,000	14,400	14,800	15,200	(5)
Vehicle Operating	300,174	309,200	318,500	328,100	337,900	(6)
Capital Projects	50,000	284,652	12,551			(7)
<b>Total Expenditures</b>	<b>1,637,783</b>	<b>1,923,152</b>	<b>1,703,851</b>	<b>1,745,400</b>	<b>1,800,800</b>	
<b>Ending Fund Balance</b>	<b>\$1,200,650</b>	<b>\$567,498</b>	<b>\$185,647</b>	<b>(\$199,753)</b>	<b>(\$599,553)</b>	
Future Capital Projects:			\$200,000			(7)

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

- (1) 3% growth in state gas tax funds
- (2) 3.5% increases in salaries & benefits.
- (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  
Road Maintenance & Rehabilitation Act (SB1) Fund**

	Long-Term Projection					Notes
	2017-18	2018-19	2019-20	2020-21	2021-22	
Beginning Fund Balance	\$0	\$423,958	\$823,958	\$1,092,958	\$1,635,958	(1)
Revenues:						
RMRA (SB1)	353,766	700,000	721,000	743,000	765,000	
Loan Repayment	70,192	80,000				
<b>Total Revenues</b>	<b>423,958</b>	<b>700,000</b>	<b>721,000</b>	<b>743,000</b>	<b>765,000</b>	
Expenditures:						
Road Repair Supplies			150,000	200,000	200,000	
Capital Projects		\$300,000	302,000			
<b>Total Expenditures</b>	<b>0</b>	<b>300,000</b>	<b>452,000</b>	<b>200,000</b>	<b>200,000</b>	
<b>Ending Fund Balance</b>	<b>\$423,958</b>	<b>\$823,958</b>	<b>\$1,092,958</b>	<b>\$1,635,958</b>	<b>\$2,200,958</b>	

Future Capital Projects:

**City of Monterey Park  
Five Year Financial Projection  
Road Maintenance & Rehabilitation Act (SB1) Fund  
Notes**

- (1) 2017-2018 is the first year for this voter-approved funding sources.  
Funds will be utilized for projects which are currently funded by Gas Tax, Measure R, and Prop C for roads, streets, and transporation purposes.

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

	Long-Term Projection					Notes
	2017-18	2018-19	2019-20	2020-21	2021-22	
Beginning Fund Balance <sup>(1)</sup>	(\$159,663)	\$299,418	\$199,418	\$8,862	\$58,862	
Revenues:						
Park Facilities Fees	700,000	150,000	300,000	300,000	300,000	(2)
<b>Total Revenues</b>	<b>700,000</b>	<b>150,000</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>	
Expenditures:						
Repay General Fund Loan			240,556			(1)
Capital Projects	240,919	250,000	250,000	250,000	200,000	(3)
<b>Total Expenditures</b>	<b>240,919</b>	<b>250,000</b>	<b>490,556</b>	<b>250,000</b>	<b>200,000</b>	
<b>Ending Fund Balance</b>	<b>\$299,418</b>	<b>\$199,418</b>	<b>\$8,862</b>	<b>\$58,862</b>	<b>\$158,862</b>	
Future Capital Projects:		\$850,000	\$80,000	\$100,000		(3)

**City of Monterey Park  
Park Facilities Fund  
Five Year Financial Projection  
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
	2017-18	2018-19	2019-20	2020-21	2021-22	
Beginning Fund Balance	\$2,720,047	\$2,828,702	\$1,983,246	\$1,822,350	\$1,664,522	
Revenues:						
Proposition A	1,140,000	1,160,000	1,183,000	1,207,000	1,231,000	(1)
Proposition A Incentive	110,000	110,000	110,000	110,000	110,000	(2)
Fares & MTA Tap Card Sales	85,000	86,000	86,860	87,729	88,606	
Interest Income	16,000	17,000	8,700	7,500	7,500	
<b>Total Revenues</b>	<b>1,351,000</b>	<b>1,373,000</b>	<b>1,388,560</b>	<b>1,412,229</b>	<b>1,437,106</b>	
Expenditures:						
Salaries & Benefits	464,559	481,000	498,000	515,000	533,000	(3)
Maintenance & Operation	19,685	20,100	20,500	20,900	21,300	(4)
Bus Shelter Maintenance	18,000	19,000	20,000	21,000	22,000	(5)
Utilities	19,490	20,100	20,700	21,300	21,900	(6)
Allocated Costs / Insurance	101,660	105,000	108,000	111,000	114,000	(7)
MTA Bus Pass Subsidy	58,388	58,000	58,000	58,000	58,000	
Motor Pools Charges	119,273	123,000	127,000	131,000	135,000	(8)
Transit Bus Contract (Prop A portion)	233,458	238,000	243,000	248,000	253,000	(9)
Bus Replacement		300,000	350,000	400,000	450,000	(10)
Capital Projects	207,832	854,256	104,256	43,857		
<b>Total Expenditures</b>	<b>1,242,345</b>	<b>2,218,456</b>	<b>1,549,456</b>	<b>1,570,057</b>	<b>1,608,200</b>	
<b>Ending Fund Balance</b>	<b>\$2,828,702</b>	<b>\$1,983,246</b>	<b>\$1,822,350</b>	<b>\$1,664,522</b>	<b>\$1,493,428</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) 3.5% increase in salaries & benefits.
- (4) 2% increase in maintenance, supplies and other operating costs.
- (5) 3% increase for bus shelter maintenance.
- (6) 3% increase in utilities.
- (7) 3% increase in the administrative support and liability insurance provided by the City.
- (8) 3% increase in Motor Pools Charges.
- (9) 2% increase for Spirit Buses services.
- (10) Amounts represent the City matching portion for bus replacements.

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

	Long-Term Projection					Notes
	2017-18	2018-19	2019-20	2020-21	2021-22	
Beginning Fund Balance	\$1,919,272	\$374,815	\$140,917	\$59,417	\$98,917	
Revenues:						
Measure R	707,000	707,000	728,000	750,000	773,000	(1)
Interest Income	12,000	12,500	5,500	5,500	5,500	
<b>Total Revenues</b>	<b>719,000</b>	<b>719,500</b>	<b>733,500</b>	<b>755,500</b>	<b>778,500</b>	
Expenditures:						
Salaries & Benefits	23,087	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)
Admin Overhead	20,112					
Capital Carryover						
Capital Projects	2,070,258	639,398	500,000	400,000	485,500	
<b>Total Expenditures</b>	<b>2,263,457</b>	<b>953,398</b>	<b>815,000</b>	<b>716,000</b>	<b>802,500</b>	
Ending Fund Balance	<u>\$374,815</u>	<u>\$140,917</u>	<u>\$59,417</u>	<u>\$98,917</u>	<u>\$74,917</u>	
Future Capital Projects:			\$285,000	\$160,000	\$257,500	(4)

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

- (1) 3% increase in Measure R funding.
- (2) 3.5% increase in salaries & benefits.
- (3) Slurry seal of various streets. Measure R funds can be used to supplement Prop A and C projects for all Street-related costs, including personnel costs.
- (4) Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.

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

	Long-Term Projection					Notes
	2017-18	2018-19	2019-20	2020-21	2021-22	
Beginning Fund Balance	\$0	\$520,000	\$1,050,000	\$1,596,000	\$2,158,000	
Revenues:						
Measure M	520,000	530,000	546,000	562,000	579,000	(1)
Interest Income						
<b>Total Revenues</b>	<b>520,000</b>	<b>530,000</b>	<b>546,000</b>	<b>562,000</b>	<b>579,000</b>	
Expenditures:						
Salaries & Benefits						
Road Repair Supplies						
Slurry Seal of Various Streets						
Capital Projects						
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Ending Fund Balance</b>	<b>\$520,000</b>	<b>\$1,050,000</b>	<b>\$1,596,000</b>	<b>\$2,158,000</b>	<b>\$2,737,000</b>	
Future Capital Projects:						

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

- (1) LA County voters passed a 1/2-cent sales tax ballot for transportation projects. Funds is allocated annually and can be used for transportations, highway maintenance, local street improvements and bicycle/pedestrian connection.

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

	Long-Term Projection					Notes
	2017-18	2018-19	2019-20	2020-21	2021-22	
Beginning Fund Balance	\$1,111,611	\$624,549	\$248,849	\$217,649	\$183,449	
Revenues:						
Proposition C	942,000	942,000	961,000	980,000	1,000,000	(1)
Interest Income	8,000	8,300	3,800	2,800	2,800	
<b>Total Revenues</b>	<b>950,000</b>	<b>950,300</b>	<b>964,800</b>	<b>982,800</b>	<b>1,002,800</b>	
Expenditures:						
Maintenance & Operation	28,000	29,000	30,000	31,000	32,000	(2)
Transit Bus Contract (Prop C portion)	801,434	817,000	833,000	850,000	867,000	(3)
Road Repair Supplies		100,000				
Metrolink Station JPA / Admin Overhead	127,628	130,000	133,000	136,000	139,000	
Capital Projects	480,000	250,000				(4)
<b>Total Expenditures</b>	<b>1,437,062</b>	<b>1,326,000</b>	<b>996,000</b>	<b>1,017,000</b>	<b>1,038,000</b>	
<b>Ending Fund Balance</b>	<b>\$624,549</b>	<b>\$248,849</b>	<b>\$217,649</b>	<b>\$183,449</b>	<b>\$148,249</b>	
Future Capital Projects:					\$55,000	

**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
	2017-18	2018-19	2019-20	2020-21	2021-22	
Beginning Fund Balance	\$ 616,609	\$ 460,328	\$ 467,277	\$ 279,876	\$ 291,425	
Revenues:						
Asset Forfeiture Revenue	130,000	140,000	130,000	130,000	130,000	(1)
Interest Income	4,000	4,500	1,150	1,100	1,100	
<b>Total Revenues</b>	<b>134,000</b>	<b>144,500</b>	<b>131,150</b>	<b>131,100</b>	<b>131,100</b>	
Expenditures:						
Salaries & Benefits	20,760	21,000	22,000	23,000	24,000	(2)
Maintenance & Operation	168,970	60,000	40,000	40,000	40,000	(3)
Police Vehicle Replacement						
Debt Service	56,551	56,551	56,551	56,551	56,551	(4)
Capital Projects	44,000		\$200,000			(5)
<b>Total Expenditures</b>	<b>290,281</b>	<b>137,551</b>	<b>318,551</b>	<b>119,551</b>	<b>120,551</b>	
<b>Ending Fund Balance</b>	<b>\$460,328</b>	<b>\$467,277</b>	<b>\$279,876</b>	<b>\$291,425</b>	<b>\$301,974</b>	
Future Capital Projects:						(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) 3.5% increase in salaries & benefits.
- (3) 2% increase in maintenance, supplies and other operating costs.
- (4) Annual debt service costs for the Police CAD/RMS/FMIS system - \$2 million, 15 years @ 5% interest rate. The lease period is from 6/2006 to 6/2021. Debt service payments are paid through Public Safety Impact Fee Fund, Asset Forfeiture Fund and the State COPS Grant, and GF.
- (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
	2017-18	2018-19	2019-20	2020-21	2021-22	
Beginning Fund Balance	\$159,102	\$115,102	\$77,102	\$39,252	\$2,302	
Revenues:						
Business Improvement Fees	71,400	72,000	73,000	74,000	75,000	(1)
Interest Income	1,000	1,000	150	50	50	
<b>Total Revenues</b>	<b>72,400</b>	<b>73,000</b>	<b>73,150</b>	<b>74,050</b>	<b>75,050</b>	
Expenditures:						
Professional Services	116,400	111,000	111,000	111,000	77,352	(2)
<b>Total Expenditures</b>	<b>116,400</b>	<b>111,000</b>	<b>111,000</b>	<b>111,000</b>	<b>77,352</b>	
<b>Ending Fund Balance</b>	<b>\$115,102</b>	<b>\$77,102</b>	<b>\$39,252</b>	<b>\$2,302</b>	<b>\$0</b>	

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

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

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

	Long-Term Projection					Notes
	2017-18	2018-19	2019-20	2020-21	2021-22	
Beginning Fund Balance	\$243,857	\$232,385	\$212,813	\$91,041	\$138,541	
Revenues:						
Air Quality Allocation	80,000	80,000	80,000	81,000	81,000	
Interest Income	1,700	1,700	1,600	800	1,000	
<b>Total Revenues</b>	<b>81,700</b>	<b>81,700</b>	<b>81,600</b>	<b>81,800</b>	<b>82,000</b>	
Expenditures:						
Ridesharing Programs	16,000	24,000	26,000	28,000	28,000	
Maintenance & Operation	6,000	6,100	6,200	6,300	6,400	(1)
Motor Vehicles-Passenger			100,000		100,000	
Capital Projects	71,172	71,172	71,172			(2)
Capital Projects Carryover						
<b>Total Expenditures</b>	<b>93,172</b>	<b>101,272</b>	<b>203,372</b>	<b>34,300</b>	<b>134,400</b>	
Ending Fund Balance	<u>\$232,385</u>	<u>\$212,813</u>	<u>\$91,041</u>	<u>\$138,541</u>	<u>\$86,141</u>	
Future Capital Projects:						(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
	2017-18	2018-19	2019-20	2020-21	2021-22	
Beginning Fund Balance	\$74,225	\$62,458	(\$0)	\$45,000	\$126,000	
Revenues:						
Special Assessment	979,153	980,000	1,120,000	1,200,000	1,200,000	(1)
<b>Total Revenues</b>	<b>979,153</b>	<b>980,000</b>	<b>1,120,000</b>	<b>1,200,000</b>	<b>1,200,000</b>	
Expenditures:						
Salaries & Benefits	364,136	376,758	389,900	403,500	417,600	(2)
Maintenance & Operation	18,309	18,700	19,100	19,500	19,900	(3)
Vehicle Operating	57,340	59,000	61,000	63,000	65,000	(4)
Utilities	531,135	547,000	563,000	580,000	597,000	(5)
Capital Projects	20,000	41,000	42,000	53,000	54,000	(6)
<b>Total Expenditures</b>	<b>990,920</b>	<b>1,042,458</b>	<b>1,075,000</b>	<b>1,119,000</b>	<b>1,153,500</b>	
Ending Fund Balance	<u>\$62,458</u>	<u>(\$0)</u>	<u>\$45,000</u>	<u>\$126,000</u>	<u>\$172,500</u>	
Future Capital Projects:						(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) 3.5% 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
	2017-18*	2018-19	2019-20	2020-21	2021-22	
Beginning Fund Balance	(\$8,527)					
Revenues:						
Library Parcel Tax	503,100					(1)
Interest Income						
GF Supplement	52,096					
<b>Total Revenues</b>	<b>555,196</b>					
Expenditures:						
Salaries & Benefits	94,319					
Maintenance & Operation	69,154					
Debt Service	383,196					
<b>Total Expenditures</b>	<b>546,669</b>					
<b>Ending Fund Balance</b>	<b>\$0</b>					

Future Capital Projects:

\* FY 2017-18 (4/2018) is the final levy year for the Library Tax, Measure C collection.

**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.

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

	Long-Term Projection					Notes
	2017-18	2018-19	2019-20	2020-21	2021-22	
Beginning Fund Balance	\$0	\$18,000	\$0	\$0	\$0	
Revenues:						
Safety Augmentation	688,000	708,000	722,000	736,000	751,000	(1)
<b>Total Revenues</b>	<b>688,000</b>	<b>708,000</b>	<b>722,000</b>	<b>736,000</b>	<b>751,000</b>	
Expenditures:						
Salaries & Benefits	670,000	708,000	722,000	736,000	751,000	(2)
<b>Total Expenditures</b>	<b>670,000</b>	<b>708,000</b>	<b>722,000</b>	<b>736,000</b>	<b>751,000</b>	
<b>Ending Fund Balance</b>	<b>\$18,000</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
	2017-18	2018-19	2019-20	2020-21	2021-22	
Beginning Fund Balance <sup>(1)</sup>	(\$327,050)	\$128,089	\$334,789	\$190,789	\$339,689	
Revenues:						
Public Safety Impact Fees	1,400,000	450,000	400,000	400,000	400,000	(2)
<b>Total Revenues</b>	<b>1,400,000</b>	<b>450,000</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	
Expenditures:						
Salaries & Benefits	142,060	147,000	152,100	157,400	162,900	(3)
Maintenance & Operation	88,307	90,100	91,900	93,700	95,600	(4)
Contracted Services	6,000	6,200		0	0	(5)
Capital Purchases						(7)
Capital Projects - Carryover	708,494					
Payback General Fund Loan			300,000		201,000	(6)
<b>Total Expenditures</b>	<b>944,861</b>	<b>243,300</b>	<b>544,000</b>	<b>251,100</b>	<b>459,500</b>	
<b>Ending Fund Balance</b>	<b>\$128,089</b>	<b>\$334,789</b>	<b>\$190,789</b>	<b>\$339,689</b>	<b>\$280,189</b>	
Future Capital Projects:		\$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) 3.5% 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. 2019-20 payback \$300,000 and 2021-22 \$201,000.
- (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
	2017-18	2018-19	2019-20	2020-21	2021-22	
Beginning Fund Balance	\$472,919	\$436,919	\$401,419	\$375,619	\$349,619	
Revenues:						
Environmental Liability Fees	120,000	120,000	133,000	133,000	133,000	(1)
Interest Income	4,000	4,500	1,200	1,000	1,000	
<b>Total Revenues</b>	<b>124,000</b>	<b>124,500</b>	<b>134,200</b>	<b>134,000</b>	<b>134,000</b>	
Expenditures:						
Contribution to General Liability Fund	160,000	160,000	160,000	160,000	160,000	(2)
<b>Total Expenditures</b>	<b>160,000</b>	<b>160,000</b>	<b>160,000</b>	<b>160,000</b>	<b>160,000</b>	
<b>Ending Fund Balance</b>	<b>\$436,919</b>	<b>\$401,419</b>	<b>\$375,619</b>	<b>\$349,619</b>	<b>\$323,619</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
	2017-18	2018-19	2019-20	2020-21	2021-22	
Beginning Fund Balance	\$2,454,115	\$2,483,172	\$2,485,843	\$2,464,514	\$2,433,185	
Revenues:						
SERAF Repayment	68,671	68,671	68,671	68,671	68,671	(1)
Interest Income	13,500	14,000				
Other Revenue (Loan Payment)	6,886					
<b>Total Revenues</b>	<b>89,057</b>	<b>82,671</b>	<b>68,671</b>	<b>68,671</b>	<b>68,671</b>	
Expenditures:						
Maintenance & Operation						(2)
Contract Services	60,000	80,000	90,000	100,000	110,000	(3)
<b>Total Expenditures</b>	<b>60,000</b>	<b>80,000</b>	<b>90,000</b>	<b>100,000</b>	<b>110,000</b>	
<b>Ending Fund Balance</b>	<b>\$2,483,172</b>	<b>\$2,485,843</b>	<b>\$2,464,514</b>	<b>\$2,433,185</b>	<b>\$2,391,856</b>	(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) 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
	2017-18	2018-19	2019-20	2020-21	2021-22	
Beginning Unrestricted - Net Position	\$16,598,956	\$19,828,177	\$13,572,374	\$11,545,148	\$13,389,114	
Revenues:						
Water Sales	9,750,000	9,880,000	10,868,000	12,156,000	12,156,000	(1)
Connection Fees	100,000	60,000	62,000	64,000	66,000	
Meter Installation	150,000	150,000	155,000	160,000	165,000	
Other Revenue	55,000	55,000	170,000	170,000	170,000	
Treatment Surcharge	3,550,000	3,700,000	3,811,000	3,925,000	4,043,000	(2)
WQA EPA Settlement	2,000,000	1,200,000	900,000	900,000	900,000	
Sales of Surplur Property	3,000	3,000				
Integrated Regional Water Mgmt Grant	2,269,304					
<b>Total Revenues</b>	<b>17,877,304</b>	<b>15,048,000</b>	<b>15,966,000</b>	<b>17,375,000</b>	<b>17,500,000</b>	
Expenditures:						
Water Administration	1,989,968	2,050,000	2,112,000	2,175,000	2,240,000	(3)
Water Commercial	594,642	611,000	628,000	646,000	664,000	(4)
Water Production	1,061,542	1,093,400	1,126,200	1,160,000	1,194,800	(5)
Water Distribution	1,296,461	1,335,000	1,375,000	1,416,000	1,458,000	(6)
Well #5 VOC	686,299	720,600	756,600	794,400	834,100	(7)
Well #12 VOC	808,272	848,700	891,100	935,700	982,500	(8)
Delta Perchlorate	90,222	94,700	99,400	104,400	109,600	(9)
Wells #1,3,10 VOC	482,276	506,400	531,700	558,300	586,200	(10)
Well #12 Dual Barrier	415,191	436,000	457,800	480,700	504,700	(11)
Well #15	214,536	225,300	236,600	248,400	260,800	(12)
Well #5 Perchlorate	33,819	35,500	37,300	39,200	41,200	(13)
Debt Service - Reservoirs	113,819	113,573	113,318	113,053	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	561,940	603,731	649,170	683,882	683,882	(15)
Water Assessment Charges	2,009,160	2,169,900	2,343,500	2,531,000	2,733,500	
Capital Projects - Water Main	0	1,000,000	1,000,000	1,000,000	1,000,000	(16)
Capital Projects - Other	2,669,936	7,720,000	3,825,538	765,000	810,000	
OPEB	300,000	370,000	440,000	510,000	580,000	
Transfer to GF for Street Repairs	950,000	1,000,000	1,000,000	1,000,000	1,000,000	
<b>Total Expenditures</b>	<b>14,648,083</b>	<b>21,303,803</b>	<b>17,993,226</b>	<b>15,531,035</b>	<b>16,166,335</b>	
Ending Unrestricted - Net Position	<u>\$19,828,177</u>	<u>\$13,572,374</u>	<u>\$11,545,148</u>	<u>\$13,389,114</u>	<u>\$14,722,779</u>	
Future Capital Projects:			11,575,000			(17)

**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
	2017-18	2018-19	2019-20	2020-21	2021-22	
Beginning Unrestricted - Net Position	\$4,473,929	\$3,883,177	\$4,028,877	\$4,446,935	\$4,440,881	
Revenues:						
Sewer Fees	2,950,000	3,000,000	3,150,000	3,308,000	3,473,000	(1)
Sewer Reconstruction Fee		1,000	1,000	1,000	1,000	
<b>Total Revenues</b>	<b>2,950,000</b>	<b>3,001,000</b>	<b>3,151,000</b>	<b>3,309,000</b>	<b>3,474,000</b>	
Expenditures:						
Salaries & Benefits	639,550	662,000	685,000	709,000	734,000	(2)
Maintenance & Operation	668,107	681,500	695,100	709,000	723,200	(3)
Contracted Services	54,000	56,000	58,000	60,000	62,000	(4)
OPEB Set Aside	120,000	90,000	100,000	100,000	100,000	
Small Capital		8,500	8,500	8,500	8,500	(6)
Capital Projects	2,059,095	1,357,300	1,186,342	1,728,554	1,617,054	(6)
<b>Total Expenditures</b>	<b>3,540,752</b>	<b>2,855,300</b>	<b>2,732,942</b>	<b>3,315,054</b>	<b>3,244,754</b>	
<b>Ending Unrestricted Net Position</b>	<b>\$3,883,177</b>	<b>\$4,028,877</b>	<b>\$4,446,935</b>	<b>\$4,440,881</b>	<b>\$4,670,127</b>	(5)
Future Capital Projects:		\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000	(6)

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

- (1) Amounts reflect Sewer service rate increases per ordinance.
- (2) 3.5% increase in salaries & benefits. Additional 2 positions are funded for sewer rehabilitation projects.
- (3) 2% increase in maintenance, supplies and other operating costs, including shared allocation for General Liability Claims.
- (4) 3% increase in contracted services.
- (5) Fund balance earmarked for sewer operations and capital improvements per the City's Sewer Master Plan.
- (6) Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.

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

	Long-Term Projection					Notes
	2017-18	2018-19	2019-20	2020-21	2021-22	
Beginning Unrestricted - Net Position	\$425,172	\$515,564	\$695,664	\$1,053,364	\$1,606,664	
Revenues:						
Refuse Fees	6,200,000	6,386,000	6,769,000	7,175,000	7,606,000	(1)
Waste Management Fees	250,000	260,000	268,000	276,000	284,000	
<b>Total Revenues</b>	<b>6,450,000</b>	<b>6,646,000</b>	<b>7,037,000</b>	<b>7,451,000</b>	<b>7,890,000</b>	
Expenditures:						
Salaries & Benefits	859,737	890,000	921,000	953,000	986,000	(2)
Maintenance & Operation	143,359	146,000	149,000	152,000	155,000	(3)
Waste Reduction-AB 939	500	500	500	500	500	(4)
Refuse Pick-Up Contract	4,400,000	4,532,000	4,668,000	4,808,000	4,952,000	(4)
Other Contracted Services	116,419	120,000	124,000	128,000	132,000	(5)
Utilities	7,357	7,600	7,800	8,000	8,200	(6)
Allocated Costs	445,000	458,000	472,000	486,000	501,000	(7)
Vehicle Operating	6,556	6,800	7,000	7,200	7,400	(8)
NPDES	160,000	165,000	170,000	175,000	180,000	(9)
Capital Projects	100,680					(10)
OPEB Set Aside	120,000	140,000	160,000	180,000	200,000	
<b>Total Expenditures</b>	<b>6,359,608</b>	<b>6,465,900</b>	<b>6,679,300</b>	<b>6,897,700</b>	<b>7,122,100</b>	
<b>Ending Unrestricted Net Position</b>	<b>\$515,564</b>	<b>\$695,664</b>	<b>\$1,053,364</b>	<b>\$1,606,664</b>	<b>\$2,374,564</b>	
Future Capital Projects:						(10)

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

- (1) Amounts reflect Refuse rate increases.
- (2) 3.5% increase in salaries & benefits.
- (3) 2% increase in maintenance, supplies and other operating costs.
- (4) 3% increase in contracted services for waste reduction and monitoring, and refuse pick-up (does not include commercial refuse service pick-up contract).
- (5) 3% increase in other contracted services, including legal fees, accounting and auditing, and data processing services.
- (6) 3% increase in utilities.
- (7) Administrative support provided by the City.
- (8) 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
	2017-18	2018-19	2019-20	2020-21	2021-22	
Beginning Unrestricted Net Position	\$2,118,860	\$2,020,261	\$2,018,833	\$2,068,287	\$2,182,349	
Revenues:						
Interfund Charges	1,907,973	1,966,000	2,084,000	2,209,000	2,342,000	
<b>Total Revenues</b>	<b>1,907,973</b>	<b>1,966,000</b>	<b>2,084,000</b>	<b>2,209,000</b>	<b>2,342,000</b>	
Expenditures:						
Salaries & Benefits	421,656	436,000	451,000	467,000	483,000	(1)
Maintenance & Operation	374,306	382,000	390,000	398,000	406,000	(2)
Contracted Services	26,000	27,000	28,000	29,000	30,000	(3)
Utilities	29,330	30,200	31,100	32,000	33,000	(4)
Insurance	235,000	240,000	245,000	250,000	255,000	(5)
Fuel	400,000	412,000	424,000	437,000	450,000	(6)
Vehicle Leasing	37,000	43,000	49,000	56,000	64,000	(7)
Vehicle/Equipment Replacement	298,280	307,228	316,445	325,939	335,717	(8)
Small Capitals		90,000	100,000	100,000	100,000	
Capital Projects	185,000					(9)
<b>Total Expenditures</b>	<b>2,006,572</b>	<b>1,967,428</b>	<b>2,034,545</b>	<b>2,094,939</b>	<b>2,156,717</b>	
<b>Ending Unrestricted Net Position</b>	<b>\$2,020,261</b>	<b>\$2,018,833</b>	<b>\$2,068,287</b>	<b>\$2,182,349</b>	<b>\$2,367,632</b>	
Future Capital Projects		\$1,250,000	\$650,000			(9)
Capital Assets, net of Accumulated Depreciation	\$724,336	\$746,100	\$768,500	\$791,600	\$815,300	(10)

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

- (1) 3.5% increase in salaries & benefits.
- (2) 2% increase in maintenance, supplies and other operating costs.
- (3) 3% increase in contracted services.
- (4) 3% increase in utilities.
- (5) 2% increase in insurance costs.
- (6) 3% increase in fuel.
- (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
	2017-18	2018-19	2019-20	2020-21	2021-22	
Beginning Unrestricted Net Position	\$2,490,828	\$2,360,851	\$2,747,275	\$3,122,275	\$3,500,275	
Revenues:						
Interfund Charges	1,332,451	1,372,424	1,386,000	1,414,000	1,442,000	
<b>Total Revenues</b>	<b>1,332,451</b>	<b>1,372,424</b>	<b>1,386,000</b>	<b>1,414,000</b>	<b>1,442,000</b>	
Expenditures:						
Separation/Retirement	414,000	424,000	435,000	446,000	457,000	(1)
Fire Holiday Payout	232,428	238,000	244,000	250,000	256,000	
Leave Cashout	316,000	324,000	332,000	340,000	349,000	
Transfer to General Liability	500,000					
<b>Total Expenditures</b>	<b>1,462,428</b>	<b>986,000</b>	<b>1,011,000</b>	<b>1,036,000</b>	<b>1,062,000</b>	
<b>Ending Unrestricted Net Position</b>	<b>\$2,360,851</b>	<b>\$2,747,275</b>	<b>\$3,122,275</b>	<b>\$3,500,275</b>	<b>\$3,880,275</b>	
Outstanding Accrued Leave Liabilities Per 6/30/2017 CAFR	\$5,233,532	\$5,364,000	\$5,498,000	\$5,635,000	\$5,776,000	(2)

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

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

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

	Long-Term Projection					Notes
	2017-18	2018-19	2019-20	2020-21	2021-22	
Beginning Unrestricted Net Assets	(\$1,621,245)	(\$2,954,963)	(\$4,277,443)	(\$5,652,443)	(\$7,080,443)	
Revenues:						
Interfund Charges	1,713,100	1,916,520	2,070,000	2,236,000	2,415,000	(1)
Total Revenues	1,713,100	1,916,520	2,070,000	2,236,000	2,415,000	
Expenditures:						
Salaries & Benefits	59,818	62,000	64,000	66,000	68,000	(2)
Claims Administration	50,000	52,000	54,000	56,000	58,000	(3)
Insurance Premium	1,987,000	2,146,000	2,318,000	2,503,000	2,703,000	(3)
Legal Fees	250,000	258,000	266,000	274,000	282,000	(4)
Claims Expenses	700,000	721,000	743,000	765,000	788,000	(4)
Total Expenditures	3,046,818	3,239,000	3,445,000	3,664,000	3,899,000	
Ending Unrestricted Net Assets	<u>(\$2,954,963)</u>	<u>(\$4,277,443)</u>	<u>(\$5,652,443)</u>	<u>(\$7,080,443)</u>	<u>(\$8,564,443)</u>	(5)
Future Capital Projects						(6)
Outstanding Liabilities :						
Per 6/30/2017 CAFR						
Non-Current Claims	\$1,621,481	\$1,670,000	\$1,720,000	\$1,772,000	\$1,825,000	(7)
Estimated Potential Major Claims	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	
Total Claims Liabilities	<u>\$ 3,121,481</u>	<u>\$ 3,170,000</u>	<u>\$ 3,220,000</u>	<u>\$ 3,272,000</u>	<u>\$ 3,325,000</u>	

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

- (1) Interfund charges. 8% increase.
- (2) 3.5% 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
	2017-18	2018-19	2019-20	2020-21	2021-22	
Beginning Unrestricted Net Position	(\$3,308,623)	(\$2,485,052)	(\$2,081,507)	(\$1,553,882)	(\$885,101)	
Revenues:						
Interfund Charges	1,696,525	1,832,245	2,015,000	2,217,000	2,439,000	(1)
Transfer from General Fund	500,000					
<b>Total Revenues</b>	<b>2,196,525</b>	<b>1,832,245</b>	<b>2,015,000</b>	<b>2,217,000</b>	<b>2,439,000</b>	
Expenditures:						
Salaries & Benefits	33,218	34,200	35,200	36,300	37,400	(2)
Claims Administration	74,736	77,000	79,300	81,700	84,200	(3)
Legal Fees	140,000	144,000	148,000	152,000	157,000	(4)
Insurance Premium	375,000	386,000	398,000	410,000	422,000	(5)
Claims Expenses	750,000	787,500	826,875	868,219	911,630	(6)
<b>Total Expenditures</b>	<b>1,372,954</b>	<b>1,428,700</b>	<b>1,487,375</b>	<b>1,548,219</b>	<b>1,612,230</b>	
Ending Unrestricted Net Assets	<u>(\$2,485,052)</u>	<u>(\$2,081,507)</u>	<u>(\$1,553,882)</u>	<u>(\$885,101)</u>	<u>(\$58,330)</u>	(7)
Outstanding Liabilities:						
Per 6/30/2017 CAFR						
Non-Current Claims	\$6,691,293	\$6,892,000	\$7,099,000	\$7,312,000	\$7,531,000	(8)
Estimated Potential Major Claims	500,000	500,000	500,000	500,000	500,000	
<b>Total Claims Liabilities</b>	<b>\$ 7,191,293</b>	<b>\$ 7,392,000</b>	<b>\$ 7,599,000</b>	<b>\$ 7,812,000</b>	<b>\$ 8,031,000</b>	

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

- (1) 10% increase is scheduled beginning 2017-18.
- (2) 3.5% increase in salaries & benefits.
- (3) 3% increase in claim administration services.
- (4) 3% increase in legal fees.
- (5) 3% increase in insurance premiums.
- (6) 5% increase in claims expenses.
- (7) Reserved for outstanding liabilities.
- (8) 3% increase in outstanding claims liabilities (including incurred but not reported claims). Liabilities reflected in CAFR.

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

	Long-Term Projection					Notes
	2017-18	2018-19	2019-20	2020-21	2021-22	
Beginning Unrestricted Net Position	\$954,476	\$295,331	\$104,895	\$224,938	\$355,982	
Revenues:						
Interfund Charges	199,585	209,564	220,042	231,045	242,597	(1)
<b>Total Revenues</b>	<b>199,585</b>	<b>209,564</b>	<b>220,042</b>	<b>231,045</b>	<b>242,597</b>	
Expenditures:						
Capital Projects	858,730	400,000	100,000	100,000	150,000	(3)
Small Capitals						
<b>Total Expenditures</b>	<b>858,730</b>	<b>400,000</b>	<b>100,000</b>	<b>100,000</b>	<b>150,000</b>	
<b>Ending Unrestricted Net Position</b>	<b>\$295,331</b>	<b>\$104,895</b>	<b>\$224,938</b>	<b>\$355,982</b>	<b>\$448,579</b>	(2)
Future Capital Projects						(3)
Capital Assets, net of Accumulated Depreciation	\$417,140	\$458,854	\$504,739	\$555,213	\$610,735	

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

- (1) 5% increase is scheduled beginning 2016-17.
- (2) Reserved for computer system and telephone system replacement.
- (3) Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.

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

	Long-Term Projection					Notes
	2017-18	2018-19	2019-20	2020-21	2021-22	
Beginning Unrestricted Net Position	\$0	\$0	\$0	\$0	\$0	
Revenues:						
OPEB Set-Aside	950,000	1,000,000	1,050,000	1,050,000	1,050,000	(1)
<b>Total Revenues</b>	<b>950,000</b>	<b>1,000,000</b>	<b>1,050,000</b>	<b>1,050,000</b>	<b>1,050,000</b>	
Expenditures:						
Transfer to CERBT Trust	950,000	1,000,000	1,050,000	1,050,000	1,050,000	(2)
<b>Total Expenditures</b>	<b>950,000</b>	<b>1,000,000</b>	<b>1,050,000</b>	<b>1,050,000</b>	<b>1,050,000</b>	
<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.

**5 YEAR CAPITAL  
IMPROVEMENT PROGRAM**



CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
FISCAL YEAR 2017-2018 TO 2021-2022

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	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 Fund		60,000				60,000
City IT System Replacement/Upgrade								
Network Equipment & Server Upgrade	0063-5002-99055	Technology	50,000	100,000	100,000	100,000	150,000	500,000
(Munis New Financial System)	0063-5002-99055 (1)	Technology	150,000					150,000
	0063-5004-99055	Technology	472,055					472,055
CAD/RMS System Upgrade	0010-5004-99067	General Fund	82,394	300,000				82,394
Upgrade Workstations to Microsoft Office		Technology						300,000
City Hall Men's Restroom	0010-5004-96046	General Fund	12,000					12,000
City Hall Enhancements	0010-5004-99021	General Fund	253,348					253,348
	0010-5002-99021 (1)	General Fund	200,000					200,000
<b>TOTAL GENERAL ADMINISTRATION</b>			<b>1,219,797</b>	<b>790,000</b>	<b>100,000</b>	<b>100,000</b>	<b>150,000</b>	<b>2,359,797</b>
<b>FUNDING RECAP :</b>								
General Fund			547,742	60,000	0	0	0	607,742
Public Safety Impact Fee			0	300,000	0	0	0	300,000
Technology			672,055	400,000	100,000	100,000	150,000	1,422,055
Water Operation			0	30,000	0	0	0	30,000
<b>TOTAL GENERAL ADMINISTRATION</b>			<b>1,219,797</b>	<b>790,000</b>	<b>100,000</b>	<b>100,000</b>	<b>150,000</b>	<b>2,359,797</b>

Note: (1) Midyear requests.

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 FISCAL YEAR 2017-2018 TO 2021-2022

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	PROJECT TOTAL
<b>COMMUNITY / ECONOMIC DEVELOPMENT DEPARTMENT</b>								
Accela Automation Update	0010-5002-99069 0063-5002-99069	General Fund Technology	200,000 126,000					200,000 126,000
S. Garfield Village Improvement	0010-5004-96081	General Fund	812,660					812,660
Downtown Improvement	0010-5004-96084	General Fund	916,760					916,760
<b>TOTAL COMMUNITY / ECO DEVELOPMENT DEPARTMENT</b>								
FUNDING RECAP :			2,055,420	0	0	0	0	2,055,420
<b>COMMUNITY / ECONOMIC DEVELOPMENT DEPARTMENT</b>								
General Fund			1,929,420	0	0	0	0	1,929,420
Technology			126,000	0	0	0	0	126,000
<b>TOTAL COMMUNITY / ECO DEVELOPMENT DEPARTMENT</b>								
			2,055,420	0	0	0	0	2,055,420

CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
FISCAL YEAR 2017-2018 TO 2021-2022

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	PROJECT TOTAL
<b>FIRE DEPARTMENT</b>								
Station 61 - Remodeling	0071-5004-99728	Public Safety Impact Fee	432,000	100,000				532,000
Station 61 - Quint Replacement (Ladder Trucker)		Shop General CIP Reserve		600,000 600,000				600,000 600,000
Station 61 - Parking Lot	0071-5002-99729 0071-5004-99729 0110-5004-99729	Public Safety Impact Fee Public Safety Impact Fee Measure R	65,908 210,586 41,263					65,908 210,586 41,263
Station 62 - Replacement Design Replacement (Phase II Construction)	0010-5004-99730 0010-5002-99730 (1)	General Fund General CIP Reserve	2,276,000 2,500,000					2,276,000 2,500,000
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		General Fund		40,000	42,000	44,000	44,000	170,000
<b>TOTAL FIRE DEPARTMENT</b>			<b>5,525,757</b>	<b>1,990,000</b>	<b>692,000</b>	<b>44,000</b>	<b>44,000</b>	<b>8,295,757</b>
<b>FUNDING RECAP :</b>								
General Fund			2,276,000	40,000	42,000	44,000	44,000	2,446,000
General CIP Reserve			2,500,000	600,000	0	0	0	3,100,000
Public Safety Impact Fee			708,494	100,000	0	0	0	808,494
Shop			0	1,250,000	650,000	0	0	1,900,000
<b>TOTAL FIRE DEPARTMENT</b>			<b>5,525,757</b>	<b>1,990,000</b>	<b>692,000</b>	<b>44,000</b>	<b>44,000</b>	<b>8,295,757</b>

Note: (1) Midyear requests.

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 FISCAL YEAR 2017-2018 TO 2021-2022

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	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
Interoperable Radio Communications System	0470-5002-99326	UASI 2016 Grant	809,705					809,705
2016 UASI Protective Equipment	0470-5002-99325	UASI 2016 Grant	34,141					34,141
Duty Pistols Replacement	0010-5002-99324	General Fund	75,000					75,000
Locker Room Remodel	0010-5004-96089	General Fund	754,986					754,986
Police Record Purging/Scanning	0063-5004-99068	Technology	60,675					60,675
Mobile Vision Flashback 3 System	0010-5004-99321	General Fund	88,323					88,323
Mobile Data Computer	0160-5004-99323	Asset Forfeiture	44,000					44,000
<b>TOTAL POLICE</b>			<b>1,866,830</b>	<b>0</b>	<b>200,000</b>	<b>0</b>	<b>0</b>	<b>2,066,830</b>
<b>FUNDING RECAP :</b>								
Asset Forfeiture			44,000	0	200,000	0	0	244,000
General Fund			918,309	0	0	0	0	918,309
UASI 2016 Grant			843,846	0	0	0	0	843,846
Technology			60,675	0	0	0	0	60,675
<b>TOTAL POLICE</b>			<b>1,866,830</b>	<b>0</b>	<b>200,000</b>	<b>0</b>	<b>0</b>	<b>2,066,830</b>

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 FISCAL YEAR 2017-2018 TO 2021-2022

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	PROJECT TOTAL
<b>RECREATION / COMMUNITY SERVICES DEPARTMENT</b>								
MPK - TV Master Control Upgrade	0351-5002-91753	Video Service Franchise Fund	75,000					75,000
City Council Chamber Renovation	0351-5002-96100	Video Service Franchise Fund	100,000					100,000
<b>TOTAL RECREATION / COMMUNITY SERVICES DEPARTMENT</b>								
			175,000	0	0	0	0	175,000
<b>FUNDING RECAP :</b>								
Video Service Franchise Fund			175,000	0	0	0	0	175,000
<b>TOTAL RECREATION / COMMUNITY SERVICES DEPARTMENT</b>								
			175,000	0	0	0	0	175,000

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 FISCAL YEAR 2017-2018 TO 2021-2022

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	PROJECT TOTAL
<b>PUBLIC WORKS DEPARTMENT - PARKS</b>								
<b>Barnes Park:</b>								
Barnes Playground Rubberized	0070-5004-91748	Park Facilities	170,100					170,100
Service Club House Renovation	0010-5004-91737	General Fund	39,925					39,925
Barnes Pool filters Replacement	0010-5004-91521	General Fund	69,380					69,380
Barnes Pool Rehabilitation	0010-5004-91738	General Fund	99,313					99,313
Playground Equipment Replacement		Park Facilities		150,000				150,000
Painting / Partitions	0010-5004-96091	General Fund	50,000					50,000
<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>								
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	450,000
Day Care Painting	0010-5004-96092	General Fund	14,500					14,500
<b>George Elder Park:</b>								
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>								
Sequoia Playground Rubberized		Park Facilities			200,000	50,000		250,000
Playground Equipment Replacement		Park Facilities			100,000	100,000	100,000	200,000
Basketball Lighting	0010-5004-96090	General Fund	25,000					25,000

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 FISCAL YEAR 2017-2018 TO 2021-2022

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	PROJECT TOTAL
<b>Various Parks:</b>								
Parks Restrooms Proof Replacement		Park Facilities		50,000		50,000		100,000
Dial-A-Ride Route Software	0109-5004-91745	Proposition A	31,657					31,657
Amphitheater Seating / ADA	0010-5004-91752	General Fund	50,000					50,000
Conservation Garden	0010-5004-96087	General Fund	17,801					17,801
Fumigation/ Rehab Facilities	0070-5004-96068	Park Facilities	47,500					47,500
<b>On Going Projects :</b>								
Tree Well Maintenance		Maintenance District		11,000	12,000	13,000	14,000	50,000
Specialty Restaurant / Golf Course Maintenance	0344-5002-99290	Maintenance Grant (Trust)	75,000	80,000	85,000	90,000	95,000	425,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - PARKS</b>			<b>690,176</b>	<b>741,000</b>	<b>877,000</b>	<b>453,000</b>	<b>309,000</b>	<b>3,070,176</b>
<b>FUNDING RECAP :</b>								
General Fund			365,919	0	0	0	0	365,919
Maintenance District			0	11,000	12,000	13,000	14,000	50,000
Park Facilities			217,600	650,000	780,000	350,000	200,000	2,197,600
Maintenance Grant (Trust)			75,000	80,000	85,000	90,000	95,000	425,000
Proposition A			31,657	0	0	0	0	31,657
<b>TOTAL PUBLIC WORKS DEPARTMENT - PARKS</b>			<b>690,176</b>	<b>741,000</b>	<b>877,000</b>	<b>453,000</b>	<b>309,000</b>	<b>3,070,176</b>

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 FISCAL YEAR 2017-2018 TO 2021-2022

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	PROJECT TOTAL
<b>PUBLIC WORKS DEPARTMENT - MAINTENANCE</b>								
Dual Post Vehicle / Equipment Hoist	0042-5002-96096	Sewer	40,000					40,000
	0043-5002-96096	Refuse	20,000					20,000
	0060-5002-96096	Shop	85,000					85,000
	0092-5002-96096	Water Operation	40,000					40,000
	0093-5002-96096	Water Treatment	40,000					40,000
City Yard Design and Architecture	0010-5002-96102	General Fund	50,000					50,000
	0042-5002-96102	Sewer	100,000					100,000
	0060-5002-96102	Shop	100,000					100,000
	0092-5002-96102	Water Operation	50,000					50,000
Vagabond Retaining Wall Repair	0010-5004-96095	General Fund	70,000					70,000
<b>On Going Projects :</b>								
Garvey Median Island Landscape	0092-5004-91922	Water Operation	85,632					85,632
Median Maintenance	0176-5002-82520	Maintenance District	20,000	30,000	30,000	40,000	40,000	160,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - MAINTENANCE</b>			<b>700,632</b>	<b>30,000</b>	<b>30,000</b>	<b>40,000</b>	<b>40,000</b>	<b>840,632</b>
<b>FUNDING RECAP :</b>								
General Fund			120,000	0	0	0	0	120,000
Sewer			140,000	0	0	0	0	140,000
Shop			185,000	0	0	0	0	185,000
Refuse			20,000	0	0	0	0	20,000
Water Operation			175,632	0	0	0	0	175,632
Water Treatment			40,000	0	0	0	0	40,000
Maintenance District			20,000	30,000	30,000	40,000	40,000	160,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - MAINTENANCE</b>			<b>700,632</b>	<b>30,000</b>	<b>30,000</b>	<b>40,000</b>	<b>40,000</b>	<b>840,632</b>

CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
FISCAL YEAR 2017-2018 TO 2021-2022

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	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	0042-5003-91942	Sewer	772,800	333,600	115,600	474,000	424,700	2,120,700
Cured-in Place Pipe Relining / Sewer Spot Repairs - Various Locations		Sewer		570,400	567,700	794,600	732,400	2,665,100
Annual CCTV Sewer Videotaping	0042-5003-91941	Sewer	3,895	221,800	228,454	228,454	228,454	911,057
Pipeline Repairs found by CCTV - Various Locations		Sewer		810,000	810,000	810,000	810,000	3,240,000
Sewer Video Inspection Program	0042-5001-91941	Sewer	150,000	810,000	810,000	810,000	810,000	3,390,000
Sewer Camera Truck	0042-5001-91941	(1) Sewer	200,000					200,000
Sewer Lines Rehabilitation	0042-5001-91942	Sewer	935,400	810,000	810,000	810,000	810,000	4,175,400
Vector Sewer Truck Equipment	0042-5002-91955	Sewer	57,000	810,000	810,000	810,000	810,000	3,297,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - SANITARY SEWER</b>			<b>2,119,095</b>	<b>4,365,800</b>	<b>4,151,754</b>	<b>4,737,054</b>	<b>4,625,554</b>	<b>19,999,257</b>
<b>FUNDING RECAP :</b>								
Sewer			2,119,095	4,365,800	4,151,754	4,737,054	4,625,554	19,999,257
<b>TOTAL PUBLIC WORKS DEPARTMENT - SANITARY SEWER</b>			<b>2,119,095</b>	<b>4,365,800</b>	<b>4,151,754</b>	<b>4,737,054</b>	<b>4,625,554</b>	<b>19,999,257</b>

Note: (1) Midyear requests.

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 FISCAL YEAR 2017-2018 TO 2021-2022

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	PROJECT TOTAL
<b>PUBLIC WORKS DEPARTMENT - ENGINEERING</b>								
Sidewalk Construction		Bike Route Measure R		35,000 72,000	40,000 75,000	40,000 75,000	45,000 78,000	160,000 300,000
Localized Pavement Repairs		Measure R Water Operation		50,000 120,000	50,000 120,000	50,000 140,000	50,000 140,000	200,000 520,000
CNG Compressor Fueling System	0165-5002-96067 0109-5002-96067	AQMD Proposition A	71,172 104,256	71,172 104,256	71,172 104,256	43,857		213,516 356,625
Traffic Calming Measures - Citywide		Gas Tax		25,000	25,000	25,000	25,000	100,000
Traffic Signal Improvements at Potrero Grande/Market Place	0010-5001-91951	2002 TI Proceeds - GF	250,000					250,000
Various Traffic Signal Upgrades / Repairs	0166-5001-91924	Proposition C	230,000					230,000
N. Atlantic - Traffic Signal Upgrades / Repairs	0110-5001-91944	Measure R	422,289					422,289
S. Garfield Village Street Improvement	0110-5001-96081	Measure R	100,000					100,000
Traffic Signal Battery Backup Replacement		Measure R		30,000	30,000	35,000	35,000	130,000
Slurry Seal of Various Streets		Measure R		100,000	100,000	150,000	150,000	500,000
Pavement Management Program Update		Proposition C			52,000		55,000	107,000
Various Street Resurfacing	0421-5001-91943 0110-5001-91943	Rubberized Pavement Grant Measure R	120,000 376,500	250,000	250,000	250,000	250,000	120,000 1,376,500
MP Transit Facility at ELAC	0342-5003-91750 0345-5003-91750 0346-5003-91750	Safetea-Lu MTA (Montebello) ELAC Contributions	30,768 8,741 54,928					30,768 8,741 54,928
Parking 1 Improvement	0421-5003-91931	Rubberized Pavement Grant	42,950					42,950
Street Resurfacing	0166-5003-91943 0110-5003-91943	Proposition C Measure R	250,000 515,000					250,000 515,000
Downtown traffic Signal Improvement	0110-5003-91754	Measure R	17,640					17,640
Storm Drain Repairs	0110-5003-91946	Measure R	96,377					96,377
Bike Lane Construction	0450-5004-96070	Proposition C MTA Bike Lane Construction	328,300	250,000	250,000			500,000 328,300

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 FISCAL YEAR 2017-2018 TO 2021-2022

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	PROJECT TOTAL
Monterey Pass Road Bike Project		MTA Monterey Pass Road Bike Grant	131,571	1,394,672	467,384			1,993,627
		Measure R	19,798	209,870	70,332			300,000
		Proposition A	49,497	524,674	175,829			750,000
		Gas Tax	52,797	559,652	187,551			800,000
		Water Operation	9,479	100,475	33,672			143,626
Alley Improvement		Measure R			130,000			130,000
ADA Wheelchair Access Ramps / Sidewalk Reconstruction	0023-5001-91945	Bike Route	50,000		80,000		100,000	230,000
	0110-5001-91945	Measure R	80,000		150,000		180,000	410,000
	0169-5001-91945	CDBG Grant	100,000					100,000
ADA Wheelchair Access Ramps / Sidewalk Reconstruction	0110-5003-91945	Measure R	166,513					166,513
Langley ADA Sidewalk Reconstruction	0010-5003-91947	General Fund	90,831					90,831
ELAC / Cesar Chavez Sidewalks	0110-5003-91948	Measure R	254,676					254,676
Dial-A-Ride and Bus Purchase	0109-5004-96066	Proposition A	71,919					71,919
Atlantic Light Pole	0010-5004-96094	General Fund	50,000					50,000
Solid Waste Contract	0043-5004-96071	Refuse	80,680					80,680
	0214-5004-96071	Beverage Container Recycling	3,880					3,880
<b>TOTAL PUBLIC WORKS DEPARTMENT - ENGINEERING</b>			<b>4,230,562</b>	<b>3,896,771</b>	<b>2,462,196</b>	<b>808,857</b>	<b>1,108,000</b>	<b>12,506,386</b>

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 FISCAL YEAR 2017-2018 TO 2021-2022

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	PROJECT TOTAL
FUNDING RECAP :								
ACMD			71,172	71,172	71,172	0	0	213,516
Beverage Container Recycling			3,880	0	0	0	0	3,880
Gas Tax			52,797	584,652	212,551	25,000	25,000	900,000
General Fund			140,831	0	0	0	0	140,831
Proposition A			225,672	628,930	280,085	43,857	0	1,178,544
Proposition C			480,000	250,000	302,000	0	55,000	1,087,000
Refuse			80,680	0	0	0	0	80,680
Bike Route			50,000	35,000	120,000	40,000	145,000	390,000
Sewer			0	0	0	0	0	0
Water Operation			9,479	220,475	153,672	140,000	140,000	663,626
Measure R			2,048,793	711,870	855,332	560,000	743,000	4,918,995
MTA Bike Lane Construction			328,300	0	0	0	0	328,300
MTA Monterey Pass Road Bike Grant			131,571	1,394,672	467,384	0	0	1,993,627
CDBG Grant			100,000	0	0	0	0	100,000
2002 TI Proceeds - GF			250,000	0	0	0	0	250,000
Rubberized Pavement Grant			162,950	0	0	0	0	162,950
Safetee-Lu			30,768	0	0	0	0	30,768
MTA (Montebello)			8,741	0	0	0	0	8,741
ELAC Contributions			54,928	0	0	0	0	54,928
<b>TOTAL PUBLIC WORKS DEPARTMENT - ENGINEERING</b>			<b>4,230,562</b>	<b>3,896,771</b>	<b>2,462,196</b>	<b>808,857</b>	<b>1,108,000</b>	<b>12,506,386</b>

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 FISCAL YEAR 2017-2018 TO 2021-2022

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	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		110,000	120,000	130,000	140,000	500,000
Well Redevelopment Program An Ongoing Program to Maintain Efficiency of All City Owned Water Wells		Water Operation		200,000	220,000	220,000	250,000	890,000
Well Telemetry		Water Operation		55,000	60,000	70,000	75,000	260,000
Street Maintenance Reimbursed to General Fund	0092-4224-81580	Water Operation	950,000	1,000,000	1,000,000	1,000,000	1,000,000	4,950,000
<b>Groundwater Treatment Projects:</b>								
Groundwater Treatment System	0510-4224-82259	Proposition 84 Grant	2,269,304					2,269,304
<b>Water Main Replacement Projects:</b>								
Water Main Replacement		Water Operation	1,000,000		1,000,000	1,000,000	1,000,000	4,000,000
<b>Water Operational Projects:</b>								
2017 Water Master Plan	0092-4224-82263	Water Operation	100,000					100,000
Seismic Retrofit Main Lines that cross Alhambra Wash	0092-4224-82264	Water Operation	75,000	150,000	150,000	150,000	150,000	675,000
Pilot Mobile Workforce System	0092-4224-82261	Water Operation	10,000	55,000	55,000	55,000	55,000	230,000
Russell Reservoir Construction and Booster Pump Replacement		Water Operation		5,000,000	1,000,000			6,000,000
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
Fire Protection Pipeline Improvements		Water Operation		2,000,000	2,000,000			4,000,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - WATER</b>			<b>3,404,304</b>	<b>9,570,000</b>	<b>17,180,000</b>	<b>2,625,000</b>	<b>2,670,000</b>	<b>35,449,304</b>

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 FISCAL YEAR 2017-2018 TO 2021-2022

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	PROJECT TOTAL
FUNDING RECAP:								
Proposition 84 Grant			2,269,304	0	0	0	0	2,269,304
Water Operation			1,135,000	9,570,000	5,605,000	2,625,000	2,670,000	21,605,000
Water Financing			0	0	11,575,000	0	0	11,575,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - WATER</b>			<b>3,404,304</b>	<b>9,570,000</b>	<b>17,180,000</b>	<b>2,625,000</b>	<b>2,670,000</b>	<b>35,449,304</b>

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 FISCAL YEAR 2017-2018 TO 2021-2022

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	PROJECT TOTAL
		Asset Forfeiture	44,000	0	200,000	0	0	244,000
		AQMD	71,172	71,172	71,172	0	0	213,516
		Beverage Container Recycling	3,880	0	0	0	0	3,880
		Bike Route	50,000	35,000	120,000	40,000	145,000	390,000
		CDBG Grant	100,000	0	0	0	0	100,000
		ELAC Contributions	54,928	0	0	0	0	54,928
		Gas Tax (State)	52,797	584,652	212,551	25,000	25,000	900,000
		2002 TI Proceeds - GF	250,000	0	0	0	0	250,000
		General Fund	6,298,220	100,000	42,000	44,000	44,000	6,528,220
		General CIP Reserve	2,500,000	600,000	0	0	0	3,100,000
		Maintenance District	20,000	41,000	42,000	53,000	54,000	210,000
		Maintenance Grant (0344 Trust)	75,000	80,000	85,000	90,000	95,000	425,000
		Measure R	2,090,056	711,870	855,332	560,000	743,000	4,960,258
		MTA Bike Lane Construction	328,300	0	0	0	0	328,300
		MTA Monterey Pass Road Bike Grant	131,571	1,394,672	467,384	0	0	1,993,627
		MTA (Montebello)	8,741	0	0	0	0	8,741
		Park Facilities	217,600	650,000	780,000	350,000	200,000	2,197,600
		Recreation (Trust)	0	0	0	0	0	0
		Proposition 84 Grant	2,269,304	0	0	0	0	2,269,304
		Proposition A	257,329	628,930	280,085	43,857	0	1,210,201
		Proposition C	480,000	250,000	302,000	0	55,000	1,087,000
		Public Safety Impact Fee	708,494	400,000	0	0	0	1,108,494
		Refuse	100,680	0	0	0	0	100,680
		Rubberized Pavement Grant	162,950	0	0	0	0	162,950
		Safetea-Lu	30,768	0	0	0	0	30,768
		Sewer	2,259,095	4,365,800	4,151,754	4,737,054	4,625,554	20,139,257
		Shop	185,000	1,250,000	650,000	0	0	2,085,000
		Technology	858,730	400,000	100,000	100,000	150,000	1,608,730
		UASI 2016 Grant	843,846	0	0	0	0	843,846
		Video Service Franchise Fund	175,000	0	0	0	0	175,000
		Water Operation	1,320,111	9,820,475	5,758,672	2,765,000	2,810,000	22,474,258
		Water Financing	0	0	11,575,000	0	0	11,575,000
		Water Treatment	40,000	0	0	0	0	40,000
<b>CITYWIDE TOTAL</b>			<b>21,987,572</b>	<b>21,383,571</b>	<b>25,692,950</b>	<b>8,807,911</b>	<b>8,946,554</b>	<b>86,818,558</b>

# **GOALS & OBJECTIVES/ PROGRAM MEASUREMENTS**



**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	Not an Election Year	Not an Election Year
Passports	700	210
Public Records Act Requests	150	84
Certificate Requests	1,100	296

**2017-2018 GOALS AND OBJECTIVES**

1. Goal: To secure a records management consultant to assist with inventory of citywide records, planning and recommending a permanent enterprise content management (ECM) solution, and to prepare a request for proposal to purchase and implementation of a ECM system.  
  
Status: In progress. Staff is researching and preparing an RFP for a record management consultant.
  
2. Goal: Working with the Public Works department to host the Spring and Fall Cleaning events to give the community the opportunity to properly disposal of bulky items and sensitive documents.  
  
Status: Staff did not coordinate the Fall Cleaning because it was not calendared for this year. However, plans for the Spring Cleaning Event are on scheduled.
  
3. Goal: Review, scan and upload agreements to the City's document center to promote transparency and easier access for the general public.  
  
Status: Staff is working on creating an agreements category on the web portal. Upload of agreements to occur early next year.

**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.	27	27
✓ Number of years received awards from GFOA for excellence in financial reporting.	29	29 (*)

(\*) Finance submitted the application for the 2016-2017 CAFR award program in December 2017 and expects to receipt the award in March 2018.

**2017-2018 GOALS AND OBJECTIVES**

1. Goal: Continue the task of upgrading the Finance System to be in line with new technologies as well as to migrate to the current version of the database server.  
  
Status: The City received a 2<sup>nd</sup> round system demo in November. Hardware and software upgrades have been identified and the funding request will be presented to the Council at Midyear.
  
2. Goal: Work with various departments to implement the adopted development impact fees.  
  
Status: Accounts were set up and the task will be done by February, 2018.

## Activity 1404 – Data Processing

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of new computers replaced/number of computers maintained	32/305	35/310
Major Programming Projects	4	2
Modifications/Enhancements to Existing Programs	8	5

### 2017-2018 GOALS AND OBJECTIVES

1. Goals: Conduct a request for proposal for contracted Information Technology support services.  
Status: The RFP has been mailed to vendors and the final result will be presented to the Council in the 2<sup>nd</sup> meeting of February 2018.
2. Goals: Implement the new finance system.  
Status: The City received a 2<sup>nd</sup> round system demo in November. Hardware and software upgrades have been identified and the funding request will be presented to the council at Midyear.

## Activity 1406 – Revenue Collections

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Business Licenses Issued	8,000	6,187
Utility Bills Mailed (Original and Delinquent)	86,700	42,500

## **2017-2018 GOALS AND OBJECTIVES**

1. Goals: Develop specifications for a payment kiosk system for credit card payments to streamline payments of utility bills and other city services.

Status: In Process – The City is moving forward with the payment kiosk and anticipating the installation of this to be completed by January 2018.

2. Goals: Develop reports for measuring revenue collections, customer activities and service levels.

Status: Completed – Staff has developed various tax collection, water, business licensing, and cashiering reports to better track daily activities. Staff continues to monitor these reports and works with Finance staff to ensure all reports are up-to-date.

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

#### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Purchase Orders Issued	1,450	319
GoMPK Submissions from residents and staff	1,100	5,108

## **2017-2018 GOALS AND OBJECTIVES**

1. Goals: Utilize new finance software and implement electronic purchase orders.

Status: In Process- Staff has obtained approval on the new Munis Enterprise Resource Planning system which includes the electronic purchase order module and is currently ready for this implementation.

## Activity 1408 – Communication/Duplication

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Mail Handled	410,000	236,050

### 2017-2018 GOALS AND OBJECTIVES

1. Goals: Work with departments to evaluate current cellular equipment to determine which operating systems and models are the most efficient and cost effective for the City.  
Status: In Process - Staff is currently evaluating various phone models, features, and plans to obtain the best options to meet the City's goals.

**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	\$77 million
✓ Interest Investment Earnings	\$600,000	\$309,497 <sup>(1)</sup>

(1) As of 12/31/2017

**2017-2018 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 2017-18 for the City was \$77 million, with an average yield of 1.397%. 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 16, 2017.

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 2016-17 annual investment report was presented to the City Council on August 16, 2017.

**City of Monterey Park**  
**Community & Economic Development Department**  
**Mid Year Report**  
(Data as of 12/31/17)

**Activity 1701 – Planning Division**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>DISCRETIONARY APPLICATIONS</b>		
Code Amendments	5	2
Conditional Use Permits	7	9
General Plan Amendments	1	1
Modification to Specific Plan	1	0
Parcel Maps	2	3
Master Plan Related	0	1
Radius Map/Mailing	23	22
Tentative Tract Maps	3	8
Time Extensions	2	6
Variances	1	2
Zone Changes	1	1
<b>CEQA</b>		
Environmental Impact Reports	0	0
Negative Declarations	2	4
Categorical Exemptions	21	24
<b>DESIGN REVIEW</b>		
Signs	6	5
Remodels, No increase of floor area	3	1
Remodels, Increase of floor area	1	0
New Construction < 10,000 SF	2	1
New Construction > 10,000 SF	4	7
Landscaping	2	0
Single Family Residential	15	11
<b>ADMINISTRATIVE APPLICATIONS</b>		
Annual Review of CUPs/Variances	0	0
Banners	56	45
Minor Departure	1	2
Second Units	2	3
Site Plan Review	5	0
Temporary Use Permit	30	13
Traffic Study	1	2
Yard Sales	260	193
<b>PLAN CHECK</b>		
Process within 72 hours	100%	100%

**2017-2018 GOALS AND OBJECTIVES**

1. Goal: Complete Towne Centre and Market Place: Continue to provide assistance to the Market Place Development with plan checks for the construction of the tenant buildings and interior remodels. Work in coordination with the Public Works Department to complete the South Garfield Village Specific Plan street improvement project.  
  
Status: Plan checks for Home Depot, Costco, and Chick-fil-A are completed. Permits have been issued to Home Depot and Costco. The South Garfield Village Specific Plan capital improvements have commenced and are expected to be completed by February 2018.
  
2. Goal: Improve communitywide beautification: 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: Monterey Pass Road area analysis is under review.
  
3. Goal: Improve communitywide beautification: Review and report the adequacy of the Comprehensive General Plan to the Planning Commission and City Council and continue to process various Zoning Code clean-up items, in particular, for consistency with State law updates.  
  
Status: Comprehensive General Plan analysis under review. Code Amendments for signage and accessory dwelling units for consistency with State laws will be presented to the City Council in December 2017. An analysis as to the adequacy of the General Plan will be completed by the end of the fiscal year.

**Activity 1702 – Code Enforcement Division**

**PROGRAM MEASUREMENTS**

	<u>Budget</u> <u>Projection</u>	<u>Year-to-Date</u>
<b>INSPECTIONS(*)</b>		
Residential Inspections	4,048	1998
Home Occupation	275	280
Commercial Inspections	551	61
Industrial Inspections*	<u>63</u>	<u>4</u>
Total Inspections	<b>4,937</b>	<b>2,343</b>
<i>* Numbers include all follow-up site inspections</i>		
<i>** Numbers included in inspection figures</i>		
Complaints received and Investigated	2,000	999
Cases Clearance Rate	95%	95%
Volunteer Hours Donated	570	201
Administrative Citations	300	108

## 2017-2018 GOALS AND OBJECTIVES

1. Goal: Improve Organizational Effectiveness and Efficiency: Finalizing and implementing 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: Prepared Code Enforcement Manual and SOP – Presently, both are under review.
  
2. Goal: Improve Organizational Effectiveness and Efficiency: Coordinating with several City departments to establish a City-wide data platform of critical information for residential and commercial property, including all active businesses.  
  
Status: Data Platform for Residential properties was created and implemented on a selected project area for apartments along College View Drive. A separate data platform is also being created for condominiums and all rental housing. Expansion to Commercial Businesses is pending and will possibly utilize additional City sources.
  
3. Goal: Improve Organizational Effectiveness and Efficiency: Re-establishing a suspense file of outstanding (unpaid) Administrative Citations and procedures to re-implement a smooth collection process, including the use of an outside collection agency.  
  
Status: Recently hired a new Senior Clerk Typist whose duties include monitoring and processing outstanding Administrative Citations to be forwarded to Collection Agency.

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

#### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>PERMITS</b>		
Building Permits:		
a. Residential, New	40	4
b. Residential, Add/Alter	280	202
c. Non-Residential, New	6	2
d. Non-Residential, Add/Alter	80	40
e. Miscellaneous	<u>160</u>	<u>61</u>
<b>Building Permits Total</b>	<b>566</b>	<b>309</b>
Electrical Permits	80	59
Mechanical Permits	50	35
Plumbing Permits	<u>60</u>	<u>46</u>
<b>All Permits Total</b>	<b>756</b>	<b>449</b>
<b>ANNUAL PERMIT VALUATION</b>	<b>30 mil.</b>	<b>21 mil.</b>

## PLAN CHECKS

<b>Total Number Processed</b>	<b><u>400</u></b>	<b><u>156</u></b>
Processed In-House	90%	95%
Contracted Out	10%	5%

## INSPECTIONS

Construction Inspections	6,000	2,690
Certificate of Occupancy	60	11
<b>All Inspections Total</b>	<b>6,060</b>	<b>2,701</b>

### 2017-2018 GOALS AND OBJECTIVES

1. Goal: Improve organizational effectiveness and efficiency: Work with vendors on the conversion of existing paper and film documents to digital format for integration into Accela, the operating software of the Division, as part of the Division's goal on document retention and management.

Status: This item was not funded in the current fiscal budget; therefore, we will not be moving forward with the conversion at this time.
2. Goal: Improve organizational effectiveness and efficiency: Work with Accela to reexamine the current software's procedural and technical instructions, apply recommendations of staff, and implement changes necessary to provide the needed adjustments to staff and management; as a result, this will provide the necessary analytical data of the Division's workflow and operation, and reports to City management.

Status: The division has completed the reexamination of the current software implementation and has received a cost estimate for a start over. This estimate came in substantially higher than the initial estimate provided for the fiscal budget. Accela was asked to reevaluate the estimate to bring the cost down so that it's more in line with the estimate provided for our budget. They are currently working on it and will provide the new estimate once it is completed.

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

#### 2017-2018 GOALS AND OBJECTIVES

1. Goal: Improve organizational effectiveness and efficiency: Continue to identify underutilized commercial properties in the community and create a data base to facilitate the marketing of these properties.

Status: Staff has identified underutilized (e.g., Monterey Galleria) commercial properties and has made efforts to assist in the marketing of those properties. Staff is also working with HdL to create new geographical areas to better track business activities in the city.

2. Goal: Improve communitywide beautification: Continue to facilitate the establishment of a Business Improvement District (BID) in the South Garfield Village Specific Plan area.  
  
Status: The South Garfield Village Specific Plan capital improvements will be completed in February of 2018. Once the improvements are completed, staff will begin to promote the creation of a Business Improvement District.
3. Goal: Improve communitywide beautification: Identify projects and programs designed to enhance downtown Monterey Park improving the areas financial base and aesthetic appeal.  
  
Status: Staff continues to work with the BID Board members to establish new program and activities in Downtown. Moreover, the BID's budget does include the design and installation of new district banner and holiday decorations.
4. Goal: Achieve financial stability: 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: This goal will be addressed in the report that will be prepared by the Planning Division during the second half of the physical year.
5. Goal: Improve organizational effectiveness and efficiency: Prepare and Economic Development Strategic Plan for the community  
  
Status: Has been placed on hold until after the Economic Development Project Manager has been hired.

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

#### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Agencies assisted from Community Fund	1	1
Number of Housing Rights Center clients assisted	130	31

**2017-2018 GOALS AND OBJECTIVES**

1. Goal: Complete Towne Centre and Market Place: Establish an Employment Hiring Program that is compliant with HUD guidelines and implement the program as part of the Monterey Park Market Place project.

Status: Staff continues to communicate with the Los Angeles HUD office as to the requirements for a hiring program.

**Activity 2206 – Home Housing Program**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Residential Rehab Grant and Loan Program Participants	10	7

**2017-2018 GOALS AND OBJECTIVES**

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

Status: The City continues to provide services through the Housing Rehabilitation program assisting low to moderate income members of the community.

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

Status: To date, two (2) residential rehabilitation projects have been completed. There are five more rehabilitation projects pending, and the City should be able to meet the goal of four.

## Activity 2207 – Affordable Housing Program

### PROGRAM MEASUREMENTS

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

### 2017-2018 GOALS AND OBJECTIVES

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

Status: The staff continues to monitor affordable housing projects (e.g., Villa Garfield) to ensure compliance with income requirements.
2. Goal: Improve communitywide beautification: Identify other potential affordable housing projects that could utilize HOME or Housing funds.

Status: Staff continues to look for new affordable housing opportunities Citywide.

**City of Monterey Park  
Human Resources & Risk Management Department**

**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	49	36
Examinations Administered	35	24
Total Number of Applications Processed	2809	2445

**2017-2018 GOALS AND OBJECTIVES**

1. Goal: Complete implementation of the NEOGOV system  
Status: NeoGOV evaluation performance component schedule to be finalized in 2018
  
2. Goal: Complete MOU negotiations with miscellaneous bargaining units  
Status: Negotiations with all three general employee associations were completed and MOU's executed
  
3. Goal: Continue the Employee Recognition Program to recognize employee service milestones  
Status: Program accomplished
  
4. Goal: Increased training opportunities to address ergonomic issues to reduce workers compensation claims as well as potential liability exposures  
Status: Back safety training has been accomplished for over 120 general employees. It is planned to have this training completed for sworn personnel in the last two quarters of the 2017-18 fiscal year

## Activity 1802 – Risk Management Division

### PROGRAM MEASUREMENTS

<u>Liability Claims Filed</u>	<u>Actual 2016-2017</u>	<u>Year-to-Date as of 12/20/17</u>
GENERAL GOVERNMENT	0	1
POLICE	4	1
FIRE	4	0
LIBRARY	0	0
MANAGEMENT SERVICES	0	1
RECREATION & COMMUNITY SERVICES	5	0
HUMAN RESOURCES	0	0
DEVELOPMENT SERVICES	0	0
PUBLIC WORKS	<u>13</u>	<u>7</u>
<b>TOTAL</b>	<b>26</b>	<b>10</b>

#### Workers' Compensation Claims Filed\*

GENERAL EMPLOYEES	1	0
POLICE	12	11
FIRE	11	7
LIBRARY	1	0
PUBLIC WORKS	11	4
RECREATION & COMMUNITY SERVICES	<u>2</u>	<u>1</u>
<b>TOTAL*</b>	<b>38</b>	<b>23</b>

\*Includes all claims that are OSHA recordable.

### 2017-2018 GOALS & OBJECTIVES

1. Goal: Expand the Ergonomic Program to the police department and fire department to combat WC cases.

Status: Public Works/General employees training completed. Sworn personnel tentatively scheduled for March-April 2018.

2. Goal: Provide CalOSHA Public Works trainings and in-house quarterly employee training including Workplace Safety training and Investigations.

Status: Ongoing Program. PW field personnel received all mandatory annual CalOSHA trainings.

3. Goal: Reduce liability exposure by incidents analysis and review and involving the operating departments in the analysis and the costs associated with claims.

Status: Ongoing claims review.

**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:	15,000	5,844
Total Number of Volunteers:		
Reserves Officers	23	20
Explorers	19	11
Records	1	2
MPEC	17	14
MPCP	21	14
Investigations	0	1
Animal Control	0	0
Chaplain	6	5
CRB Intern	0	3

Formal Training Hours for all Personnel: 2,651 hours (YTD)

**2017-2018 GOALS AND OBJECTIVES**

1.     Goal:     The Training Bureau will host four orientations outlining the hiring process to become a Police Officer with the City of Monterey Park. The orientations will focus on tips to prepare for the written exam and best practices when participating in the interview and background process.  
  
           Status:   To date, two orientations have been completed. There are two additional orientations scheduled for later in the fiscal year.
  
2.     Goal:     In an effort to keep our perishable skills up to date with current standards of the California Peace Officer Standards and Training, the Training Bureau will see that sworn personnel below the rank of Lieutenant complete a tactical communications course to enhance de-escalation skills when dealing with the public.  
  
           Status:   Sworn personnel have begun attending this training. The remaining personnel are scheduled to attend after the first of the year.

## Activity 3102-Traffic Bureau

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of Citations:		
Traffic	5,000	2,663
Parking	10,500	5,320
Traffic Collisions Incidents:		
Fatal	*	0
Injury	*	141
Non-Injury	*	360
Fatalities	*	0
Persons Injured	*	197
Number of Drunk Driving Arrests	75	54
% of Traffic Investigations Commenced within 3 Days	100%	100%
% Response on Citation Appeals/Complaints within 3 Days	100%	100%

### 2017-2018 GOALS AND OBJECTIVES

1. Goal: Assess the permit parking signage throughout the city and submit 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: To date there have been 150 requests made to Public Works to replace traffic signs throughout the city. This goal will be on going through out the fiscal year.
  
2. Goal: Host two Senior Pedestrian Safety Classes at selected senior housing locations in the City. The focus of the classes will be to educate the senior population on pedestrian traffic safety.  
  
Status: Two presentations have been given, one at the Golden Age Village and one at the Lions Manor. This budget goal has been completed.

## Activity 3103-Field Services

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Calls for Service		
Citizen Request	34,600	18,600
Officer Observed	<u>18,600</u>	<u>8,938</u>
<b>Total Calls for Service</b>	<b>53,200</b>	<b>27,538</b>
Priority I (Emergency) Response Time (minutes/seconds)	4:00	4:36
Priority II Response Time	5:15	5:44
Priority III Response Time	8:35	9:28
Priority IV Response Time	5:25	6:33

### 2017-2018 GOALS AND OBJECTIVES

1. Goal: Provide roll call training to all patrol shifts that includes policy updates, new case law, equipment updates, perishable skills training, and tactical debriefs.

Status: This training is ongoing and will continue throughout the fiscal year.
2. Goal: Each Service Area Lieutenant will attend a Neighborhood Watch meeting with members of their service area. Coordination will be assisted by the Community Services Bureau.

Status: Meetings were attended by each of the Service Area Lieutenants. This goal has been completed but will continue throughout the fiscal year.

## Activity 3104-Investigations Bureau

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Part I Crimes Investigated	2,034	1,067
Part I Crime Clearance Rate	20%	17%
Suspected Child Abuse Reports Follow Up within One Business Day	100%	100%

### 2017-2018 GOALS AND OBJECTIVES

1. **Goal:** Investigations Bureau personnel with the assistance of the Los Angeles County Probation Department will conduct three "AB 109" probation checks. These probation checks will ensure the community is safer and that the probationers are adhering to the terms of their probation.  
  
**Status:** Investigations Bureau personnel have conducted one compliance check with additional compliance checks scheduled for after the first of the year.
  
2. **Goal:** In an effort to keep the public informed of current crime trends, investigations personnel will attend neighborhood watch meetings or quarterly block captain's meetings. Detectives will explain their case assignments and provide tips on how to lessen the chances of becoming a victim.  
  
**Status:** Detectives have attended eleven neighborhood watch meetings and will continue throughout the fiscal year.

## Activity 3111-Animal Services Bureau

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-date</u>
Number of Dog Bites Reported	17	7
Impounded Animals (Strays Picked up/Counter)	1,227	685
Warnings/Citations	130	51
Injured Animals	133	118
Dead Animals Picked Up	444	334
Students in Educational Programs	60	150

Response Time:		
Dead Animals (minutes/seconds)	5:43	5:36
Response Time:		
Injured/Sick Animals (minutes/seconds)	9:00	8:45

**Calls for Service:**

Calls Handled by ACO	1,801	793
Calls Handled by MPPD Officers	92	30
Calls Handled by L.A.C.D.A.C.C.*	720	279
Total calls for service:	2,613	1,102

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

**2017-2018 GOALS AND OBJECTIVES**

- Goal:** Animal Services Officers will ride along with patrol officers on various shifts to gain a better understanding of their position. This will reflect the team building goals of the department and help the bureau identify and develop ways to address the needs of the community and work more efficiently.

**Status:** Animal Services Officers have completed two patrol ride-a-longs. The two remaining ride-a-longs will be completed before the end of the fiscal year.
- Goal:** Conduct four special enforcement details. The details will address issues such as dogs off leash and owners failing to clean up after their pets in city parks. Special enforcement details will be conducted on a quarterly basis.

**Status:** Special enforcement details have been conducted at seven of the city’s parks. These special enforcement details were conducted on four separate occasions.

**Activity 3112-Communications Bureau**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Police Service Calls	34,600	18,600
Officer Observations	<u>18,600</u>	<u>8,938</u>

Total Police Service Calls	53,200	27,540
Animal Control Service Calls	2,613	1,072
Priority I Dispatch Time Emergency (minutes/seconds)	0:59	1:03
Priority II Dispatch Time Non-Emergency (minutes/seconds)	4:20	5:09
Priority III Dispatch Time Non-Emergency (minutes/seconds)	12:55	13:15
Priority IV Dispatch Time Non-Emergency (minutes/seconds)	8:59	8:40

### **2017-2018 GOALS AND OBJECTIVES**

1. Goal: Full-time dispatchers will participate in one patrol-ride along. The ride-along will help keep dispatchers familiarized with the City. This will also provide dispatchers the opportunity to gain a better understanding of the daily demands of a police officer and develop ways to better address the needs of the community and work more efficiently.  
  
Status: Full-time dispatchers have started completing their patrol ride-alongs. Due to staffing shortages, the remaining dispatchers are scheduled for after the first of the year.
  
2. Goal: Dispatchers will spend four hours working with a records clerk at the front counter of the police department. This will enable the dispatchers to have face-to-face contact with the public and have a better understanding of citizens' needs and concerns.  
  
Status: Four out of the nine full-time dispatchers have completed a shift at the front counter.

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

#### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-date</u>
Prisoners Booked (excluding fee paying)	758	477
Fee Paying Prisoners Booked	129	86

<b>Total Prisoners Booked</b>	<b>887</b>	<b>563</b>
Jail Revenue (fee paying)	\$60,000	\$18,519
Prisoner Satisfaction Rating	97%	98%

**2017-2018 GOALS AND OBJECTIVES**

- Goal:** Personnel will obtain the necessary training to have our jail facility Prison Rape Elimination Act (PREA) compliant, per State and Federal mandates.

**Status:** Jail staff is currently looking for an STC certified training provider to hold in house training for our staff as well as other agencies in need of PREA training.
- Goal:** Promote the Bureau’s “Pay to Stay” Sentenced Prisoner program by advertising in local newspaper, such as the Monterey Park Cascades. Jail personnel will provide information on our “Pay to Stay” Sentenced Prisoner program to the surrounding area courthouses via mail to both the Public Defender’s Office and District Attorney’s Office.

**Status:** Information regarding the Jail’s “Pay to Stay” program has been sent to the Alhambra Court Public Defender’s Office and the District Attorney’s Office as well as to the surrounding area courthouses. Jail personnel are currently working on getting information published in the City’s local Cascade newspaper.

**Activity 3114-Records Bureau**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-date</u>
Reports Processed	6,775	2,915
Traffic Citations Processed	4,000	2,663
Data Entry Completion (within 7 days)	100%	99%
Complaints Processed for Court (within 8 days)	100%	100%

## **2017-2018 GOALS AND OBJECTIVES**

1. Goal: Design and facilitate training sessions for Patrol Officers. A Records Clerk will attend patrol briefings on a quarterly basis to train officers in contemporaneous issues relating to report procedures. This will improve the quality of reports and increase the efficiency of the Records Bureau.  
  
Status: Records Clerks have attended two briefings and conducted training sessions for Patrol Officers.
2. Goal: Records Clerks will be trained in the use of upgraded Aegis Law Enforcement Management System (LERMS 10.2). This training will enhance efficiency and will increase accuracy of records.  
  
Status: Records Clerks participated in four training sessions regarding the LERMS 10.2 system. This goal has been completed.

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

## **2017-2018 GOALS AND OBJECTIVES**

1. Goal: Computer Services will assist in the installation and set up of the Crossroads E-Citation software.  
  
Status: This goal has been completed.
2. Goal: Computer Services personnel will work with Evidence Personnel in the research and installation of the Prelims (E-Evidence) computer system. This system is managed by the Los Angeles County Sheriff's Department and will be a requirement for our agency to implement.  
  
Status: Computer Services personnel are currently working with Los Angeles County's IT department to assess the network requirements to implement this system.

## Activity 3120-Community Relations Bureau

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-date</u>
Tour of City Facilities (number of persons)	710	115
Neighborhood Watch Groups	82	83
Business Watch Groups	83	78
Monterey Park Citizen Patrol (MPCP) Hours Volunteered	2,650	1,979
Police Explorer Hours Volunteered:	4,250	1,348
Police Chaplin Hours Volunteered:	362	130

### 2017-2018 GOALS AND OBJECTIVES

1. Goal: Implement social media platforms to notify the public of pertinent information. Social media platforms will allow for residents and followers to respond to posts or messages. This will promote the police department's transparency and encourage more interaction with our residents.

Status: This goal is being researched and explored.

2. Goal: Implement the deployment of Automated External Defibrillators (AED's) in patrol vehicles. The deployment of AED's in patrol vehicles will make early defibrillation more accessible to citizens and personnel who might experience sudden cardiac arrest.

Status: A \$10,000.00 grant was received from the Garfield Medical Center Foundation for the purchase of AED's (Automated External Defibrillator). A proposal for the purchase of 5 AED's has been presented to City Council for approval.

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

**Activity 3201 – Fire Administration**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<u>Grant Awards:</u>	\$296,662	\$0

*Year to date grants approved: As of December 2017, 2015 SHSGP Award for CBRNE Search and Rescue Equipment and notification for potential award of 2016 UASI of \$128,458 for training and equipment. It is approved and waiting for purchases and reimbursements from LA City.*

**2017-2018 GOALS AND OBJECTIVES**

1. Goal: Improve Organizational Effectiveness and Efficiency: Implement an organizational audit evaluation with each division. The goal is to evaluate legacy practices including contracts, policies, and procedures to ensure they are relevant to the current emergency service demands within Monterey Park.

Status: Completed Operations and EMS Division audit evaluation. Community Risk Reduction audit evaluation will be completed in the 3rd and 4th quarter.

2. Goal: Improve Organizational Effectiveness and Efficiency: Continue forward progress towards accreditation programs with a focus on response and resource capacity.

Status: Completed internal audit on fleet maintenance program which meets accreditation standards. Developed new EMS Quality Improvement process to meet accreditation standards.

## Activity 3205 – Fire Prevention

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Permits Received	1,700	102
Plans Received	510	253
Plan Re-Checks	105	43

#### Inspections by Fire Prevention:

New Construction	250	152
Fire Protection Systems	375	108
Commercial (includes C of O Clearance	300	156
Industrial Waste (Restaurants)	228	114
State Mandated Facilities (Schools, Hospitals, Assemblies)	246	234
State Mandated Residential (Apartments)	833	184
Re-inspections and Investigations	700	503
Compliance/Investigations	<u>38</u>	<u>41</u>
Total Inspections	2,970	1,492

#### Cost Recovery Programs

Fire Inspections	\$140,000	\$10,903
Fire Plan Checks & Permits	145,000	\$97,451
Fire Response/Admin Citations	16,000	\$2,525
Business Fire Inspections	40,000	\$15,588
Industrial Waste Permits	<u>130,000</u>	<u>\$58,401</u>
Total Revenue Collected	\$471,000	\$184,868

#### Performance Measurements:

Fiscal Year 2017-2018

1. Goal: Streamline and automate 20% of Fire Prevention processing for new businesses, inspections, permit applications, and plan check processing to reduce redundancy, enhance staff efficiency, and improve customer service.
- Status: A 10% reduction has been achieved towards streamlining and digitizing internal processes to increase staff efficiency while mentoring new and junior support staff members to provide high quality customer service.

### **2017-2018 GOALS AND OBJECTIVES**

1. Goal: *Improve Organizational Effectiveness and Efficiency:* Research the process of migrating inspection records into an electronic format where permitted to streamline the process of obtaining data quickly, improving information search efficiency, and centralizing the depository of fire inspection reports.
- Status: Researching internal and external methodologies for centralizing the depository of data and inspection reports to improve efficiency and cost effectiveness. Initial steps have been implemented to transition the migration of reports to our vendor to generate invoicing of cost recovery programs. These efforts will facilitate the process of quick and efficient data access of inspection reports.
2. Goal: *Improve Organizational Effectiveness and Efficiency:* Research the feasibility of entering into an agreement with a third-party web-based online reporting solution to allow for the submission of Fire and Life Safety inspection and test reports.
- Status: Successfully entertained the proposal of one vendor and assessing their efficiency and cost effectiveness to assist the City in providing ongoing customer service. Researching other vendors to compare and contrast their business initiatives, cost effectiveness, and customer service.

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

#### **PROGRAM MEASUREMENTS**

#### **EMERGENCY ACTIVITY SUMMARY**

<b><u>All Emergency Incidents</u></b>	<b><u>Budget Projection</u></b>	<b><u>Year-To-Date</u></b>
Fire	867	212
EMS	4,025	1,535
Service	<u>225</u>	<u>76</u>
Total Emergency Incidents	5,117	1,823

**Automatic Aid/Mutual Aid**

Auto Aid/Mutual Aid Provided	847	332
Auto Aid/Mutual Aid Received	<u>517</u>	<u>262</u>
Total Automatic/Mutual Aid	1,364	594

**Average Response Times**

*A measurement from dispatch until arrival on scene*

Fire	6:07	5:44
EMS	5:18	5:10
Service	5:30	5:47

**Average Turn-out Time**

*A measurement of time from dispatch to enroute to call*

Fire	1:26	1:29
EMS	1:17	1:19
Service	1:21	1:20

**Volunteer Hours**

Hours Donated by Reserves	9,540	4,500
Hours Donated by Explorers	<u>1,600</u>	<u>750</u>
Total Hours	11,140	5,250

**Non-emergency activity summary**

**Training Hrs – Non-Medical**

In-Service Training	16,000	10,750
Specialty Courses (Grant-funded)	<u>240</u>	<u>25</u>
Total Hours	16,240	10,775

**Performance Measurement:**

1. Goal: A minimum of 20% of the annual training shall be measured with a written proficiency exam and 10% of manipulative training with an established performance time.

Status: All EMS training includes proficiency exams to include written and manipulative.

## 2017-2018 GOALS AND OBJECTIVES

1. Goal: Attract and Retain Quality Employees: Develop and implement a “Recruitment to Retirement” program that fosters employee development and succession planning while embracing a hiring process that promotes character, cultural, and gender diversity.  
  
Status: Streamlined hiring process by vetting potential firefighters through our Reserve Firefighter program.
2. Goal: Improve Organizational Effectiveness and Efficiency: Research, and if appropriate implement, personnel training software that will complement regional training efforts while tracking progress and leveraging technology.  
  
Status: Implemented Target Solutions Learning Management System. Utilize this software to enhance 6-City training program.

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

#### PROGRAM MEASUREMENTS

<u>EMS Transports</u>	<u>Budget Projection</u>	<u>Year-to-Date</u>
No. Patient Transports	2,416	1,349
No. Patient Assessments (Aid On scene/Non-Transport)	716	257
No. Subscription Members Using Service	12	32

#### 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 2017-2018

1. Continue to document cardiac arrest patient Citizen CPR prior to EMS arrival
2. ST Elevation Myocardial Infarction (“STEMI”) documentation
3. Documentation of Standing Field Treatment Protocols
4. Continue documentation of stroke patients and emergency room destination

Status: All performance measures tracking above 90% at mid-year.

Required EMS Training Hours (24 hours per person per year):

	<u>Budget Projection</u>	<u>Year-to-Date</u>
a. Paramedic Training Hours (26 PM):	624	312
b. Emergency Medical Technician (25):	400	200

**2017-2018 GOALS AND OBJECTIVES**

1. Goal: *Improve Organizational Effectiveness and Efficiency:* Expand the Community CPR Program to include AED and the new “Stop the Bleed” program while introducing Pulse Point CPR, a cell phone citizen guide application, and Vial of Life to the community.  
  
Status: Conducted training for all city personnel on "Stop the Bleed" program and Hands Only CPR. Implemented Vial of Life program citywide.
  
2. Goal: *Improve Organizational Effectiveness and Efficiency:* Proactively research to determine the impact of upcoming economic development projects on EMS services and response capabilities.  
  
Status: Currently finishing six month study on EMS delivery system.

**Activity 3230 – Community Risk Reduction**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Community Emergency Response Team “CERT”	40	25
Disaster Service Worker Training	45	0
Community Risk Locations identified and pre-planned	12	0

**Performance Measurement:**

1. Goal: 10% of CERT Training to be completed by CERT volunteer members who are certified CERT Instructors.  
  
Status: Completed with the first CERT class of the FY.

## 2017-2018 GOALS AND OBJECTIVES

1. Goal: Improve Organizational Effectiveness and Efficiency: Enhance the Arson Program to increase certification to California Level II standards.  
  
Status: Implemented training program that when completed will bring all Arson Investigators to California Level II standards.
  
2. Goal: Improve Organizational Effectiveness and Efficiency: Implement the VEOCI Emergency Operations Center tracking mitigation program and train all fire personnel, City Department Directors, and Mid-managers.  
  
Status: Finished department curriculum to conduct training in 3rd and 4th quarter.
  
1. Goal: Improve Organizational Effectiveness and Efficiency: Enhance CERT training to implement a Train-the-Trainer program for existing CERT members to assist in bi-annual CERT classes.  
  
Status: Completed one CERT class utilizing assistance from three current CERT members who have completed the CERT Train-the-Trainer course.

**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	9,000	4,000
Grants Awarded (Number)	3	3 <sup>1</sup>
Grants Awarded (Amount)	\$125,000	\$120,167
Fundraising (Foundation)*	\$40,000	\$13,000 <sup>2</sup>
Fundraising (Friends)*	\$8,000	\$3,500 <sup>3</sup>

(\*). *Coordinate with outside non-profit organizations for library fundraising.*

<sup>1</sup> Includes California State Library Literacy Services grant, Literacy and Civics Education grant, and California State Library grant for bilingual books for the Children’s collection

<sup>2</sup> Includes Day at the Races event, donations and copier and DVD revenue (with annual Gala to be held in Spring 2018)

<sup>3</sup> Includes Friends Bookstore revenue

**2017-2018 GOALS AND OBJECTIVES**

1. Goal: *Achieve financial stability:* Design a strategic marketing and outreach plan with efforts such as printing, advertising, or promotional items for library publications with a new recognizable logo.  
  
Status: Staff has discussed branding and is implementing consistency in library name font style and other promotional efforts. With improvements to the library website, event flyers are featured more prominently on the library homepage.
  
2. Goal: *Improve organizational effectiveness and efficiency:* Create excellent directional aids so that information and services can be found efficiently throughout the library.  
  
Status: The library is investigating additional specific signage for Passport Services and other revamped areas.
  
3. Goal: *Improve organizational effectiveness and efficiency:* Conduct assessment

of customer services on a quarterly basis and compare results against established baseline and benchmarks.

Status: The library’s management team has met to discuss the parameters of the assessment and determine the format and content of a survey to be presented to patrons on-site and on the website.

4. Goal: Improve organizational effectiveness and efficiency: Further integrate the library services into the local school and business communities by participating in local fairs and public events.

Status: The library participated in the National Night Out, the Geranium Festival, and had a booth at the weekly Farmers Market in order to promote its Flower and Fruit Show. Staff continue to make field trips and school visits on a regular basis.

### Activity 6002 – Reference and Adult Services

#### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Reference Transactions	14,000	7,186
Adult/YA Programs Presented	250	144
Adult/YA Programs Attendance	5,500	3,224

#### 2017-2018 GOALS AND OBJECTIVES

1. Goal: Improve organizational effectiveness and efficiency: Develop new programming with films and guest speakers that promotes conversations with library audiences about the issues of immigration with people’s stories about coming to California.

Status: After an exciting summer that involved audiences with three filmmakers, one film historian, discussions and films about family history, staff is now working on new programming for 2018.

2. Goal: Improve organizational effectiveness and efficiency: Explore new ways of engaging immigrant communities in library programs and services for a grant project.

Status: Completed. Presented *Global Citizens, One World, Many Stories*, a summer program for adults that engaged immigrant communities in special programs on family history with art workshops, a flower show, programs on how to

preserve family history, reading for prizes, and a women’s history exhibit and reception, *Herstory: Chinese American Women 165 Years of Struggle & Success*, honoring notable women leaders who contributed to the success of Monterey Park.

3. Goal: *Improve organizational effectiveness and efficiency*: Develop new Teen Tech Week and Teen Read Week programs to promote reading and technology with teens.

Status: YA Services launched the announcement of a teen art contest and art workshops for Teen Read Week October 8-14. Teens submitted artwork using the theme, *Unleash Your Story*. Winners were selected in two first place categories with each receiving a \$50 Amazon gift card sponsored by the Friends of the Library.

### Activity 6003 – Technical Services

#### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Book Titles Added	3,300	2,334
Audio-Visual Titles Added	<u>520</u>	<u>240</u>
Total Cataloged Titles Added	4,020	2,574
Cataloged Books Added	4,600	1,585
Cataloged Audio-Visual Added	560	247
Government Documents Added	<u>560</u>	<u>742</u>
Total Cataloged Items Added	5,720	2,574
Total Items Purged	7,000	3,786
# of Materials Borrowed From Other Libraries	10	2
# of Materials Other Libraries Borrowed	20	4
Total Collection	165,000	153,092
Cataloged Titles	145,000	129,795

## 2017-2018 GOALS AND OBJECTIVES

1. Goal: *Improve organizational effectiveness and efficiency:* Acquire ten Chromebooks to supplement existing computers and provide alternatives that offer mobility and versatility to support increased computer usage in the library.

Status: The library purchased ten Chromebooks, a wireless printer and charging stations using the Southern California Edison grant *Building 21<sup>st</sup> Century Skills for Tweens and Teens*.
2. Goal: *Improve organizational effectiveness and efficiency:* Elicit free online links and catalog records for government documents such as the census and congressional documents to allow 24/7 access by the public by participating in the Federal Depository Library Program's Cataloging Record Distribution Program.

Status: **Completed.** Staff submitted necessary documentation to qualify for the free online links and catalog records for government documents through the Federal Depository Library Program's Cataloging Record Distribution Program. The library now receives records monthly.
3. Goal: *Improve organizational effectiveness and efficiency:* Further participate in the City's Website Committee to redesign and revamp the Library's Webpage to improve accessibility and boost interest.

Status: The library's Technical Services Senior Librarian attended the City's Website Committee on July 25. This Committee plans to invite representatives from each department to be involved in setting the City's Website policy. The Library's Website Committee, which includes representatives from different divisions, revamped the library webpage in September 2017.

## Activity 6004 – Circulation Services

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Total Items Circulated	242,000	108,501
Item Circulated Per Capita/Year*	3.94	1.75
Weekly Hours of Opening	44	44
Average User Visits Per Day	997	961
Total User Visits Per Year	333,000	159,541
New Cardholders Registered	3,000	1,692
Library Cardholders	57,000	48,165
# of Requests for Items Checked Out	1,000	469
Overdue Notices-Processed	5,000	2,300

\*Based on population figure of 61,075

### 2017-2018 GOALS AND OBJECTIVES

1. Goal: Improve organizational effectiveness and efficiency: Investigate new 21<sup>st</sup> century technology in patron self checkout using the convenience of a mobile app on the patron's personal device to expedite customer service. The patron selects a book from the shelf and using a personal device checks out the item with the mobile app which sends the information to the library's computer system. The patron desensitizes the item near the Circulation desk and can take the item home. Only items checked out using the mobile app will be desensitized.

Status: **Completed.** Testing of equipment and training of staff was completed in October and the mobile app is now available for patrons to download. Promotion to the public began in November and some patrons are already using the technology.

2. Goal: Improve organizational effectiveness and efficiency: Recruit and retain Circulation volunteers to assist in making available returned library materials quickly accessible for the public, fulfilling patron needs.

Status: Staff continue to work with the library's volunteer coordinator to match Circulation's needs with available volunteers. Staff depend on reliable volunteers for assistance with returning library materials which allows library clerks to offer superior customer service to our patrons. Circulation has added three new volunteers for a current total of five active volunteers.

## Activity 6005 – LAMP Literacy Program

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of Students Participating	1,500	552
Number of Student Hours	29,000	11,100
Number of Tutors	100	40
Number of Tutor Volunteer Hours	4,300	1,000
Number of Tutors Trained	75	16

### 2017-2018 GOALS AND OBJECTIVES

1. Goal: Improve organizational effectiveness and efficiency: Develop a distance learning program that offers Citizenship Preparation to the community's Spanish speaking adult residents unable to attend onsite Citizenship classes.

Status: LAMP staff have begun researching content for citizenship preparation that can be loaded onto iPads to circulate outside of the library.
2. Goal: Improve organizational effectiveness and efficiency: Restructure initial assessment of adult learners to better assist the tutors in developing their curriculum around the needs and goals of the student.

Status: LAMP staff have begun using the Challenger Assessment Tool to assess students prior to being matched with a tutor. They have also used this information to assist the tutors with lesson planning.
3. Goal: Improve organizational effectiveness and efficiency: Boost passport application intake by increasing service hours and extending to include passport services during special events.

Status: LAMP's Acting Literacy Program Administrator has begun looking into possible dates to hold another passport event.

## Activity 6006 – Children’s Services

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Reference Transactions (Children’s)	9,500	4,900
Children’s Programs	440	260
Children’s Programs’ Attendance	18,000	12,250

### 2017-2018 GOALS AND OBJECTIVES

1. Goal: *Improve organizational effectiveness and efficiency:* Add monthly puppet show program to expand literacy enrichment activities for children and caregivers.

Status: Puppet shows were performed in July for 209 children and caregivers. They are currently on hold due to lack of staffing until the part-time Librarian position is filled in Children’s Services.
2. Goal: *Improve organizational effectiveness and efficiency:* Provide library outreach to classrooms and host field trips to the library for schools and child care centers.

Status: During fiscal year 2017-18 staff has performed outreach to over 970 children, parents, teachers and administrators during 25 field trips to the library and six visits to schools.

**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.)	115	110
Hours of Facilities Use –		
Youth Group	700	103
Private Group	680	212
Facility Reservation	304	156

**2017-2018 GOALS AND OBJECTIVES**

1. Goal: Improve Community Beautification & Participation: Develop a facility reservation brochure to increase reservations by 5%. The brochure will advertise available locations, including facilities, picnic areas and sports fields.  
  
Status: In progress. Staff is currently working on the development of a brochure to increase reservations. A new department camera is in the process of being purchased to take pictures of facilities and events.
  
2. Goal: Improve Community Beautification & Participation: Develop user survey card to receive feedback from the community on staff performance, program performance and cleanliness of facilities. Survey card will also promote community usage of GO MPK system.  
  
Status: In progress. Staff is working on a universal survey card that can be utilized for various activities and programs. Project is ongoing.
  
3. Goal: Improve Organizational Effectiveness: Research and identify additional locations to have picnic reservations.  
  
Status: Staff is currently tracking sites are a regularly requested for picnic reservations but are currently available on a first come, first serve basis to see if they should be added to the list of sites for reservations.

## Activity 6503- Aquatics

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Total Number of Users	71,000	41,750
Instructional Class Attendance	2,500	1,927
Hours of Use by:		
Instructional Classes	750	500
Private Groups	1,600	800
School Groups	1,700	850
Public Swim	500	500

### 2017-2018 GOALS AND OBJECTIVES

1. Goal: Improve Safety At City Facilities: Work with Public Works Department and vendors to purchase and install new underwater LED lights for Barnes pool. The new lights will improve visibility, maintain health code standards and lower the cost of energy usage.

Status: Completed. Ten LED pure white energy efficient underwater lights have been installed at the Barnes Park pool. The new underwater lights have improved visibility during night programs while maintaining a lower energy usage.

2. Goal: Improve Organizational Effectiveness: Work closely with the Public Works Department and vendors to install a water softener system at the Barnes pool building. The water softener will decrease calcium build up and increase the lifespan of the new boiler, circulation pump and water fixtures.

Status: In progress. The water softener equipment has been purchased and is expected to be installed during the first quarter of 2018.

## Activity 6505- Langley Senior Center

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Sr. Citizen Lunches served	51,000	26,175
Volunteer Hours	35,000	14,800
Education & Recreational Classes Attendance	86,000	48,000
Health Care Screenings	3,500	2,100
Trips & Tours	870	600
Billiards, Table Tennis, Exercise Machines	32,000	17,500

### 2017-2018 GOALS AND OBJECTIVES

1. Goal: Improve Organizational Effectiveness – Develop a volunteer ambassador program to organize, enhance and expand the volunteer opportunities for community involvement and services.

Status: In progress. Staff is currently meeting with local high schools and non-profit organizations to develop an intergenerational volunteer program. Plans are being made to host a technology workshop and ping-pong tournament this fiscal year.

2. Goal: Improve Organizational Effectiveness – Develop marketing plan while collaborating with local agencies and organizations to promote and enhance the image of aging and living a healthy, active lifestyle.

Status: In progress. This year the center has welcomed 2 new fitness instructors, new weekend and evening classes that serve seniors that may not have been able to utilize traditional weekday services. The Fall Bazaar also added a Health Fair component that welcomed over 40 organizations to provide free health screening and information. Additional Health Screenings are also being provided monthly and the center is collaborating with AARP to promote weekend workshops.

## Activity 6506- Day Care

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Barnes After School Attendance	32	23
Enrollment –Tiny Tots	40	36
Enrollment- Day Care/Summer	60	63
Enrollment – Tiny Tots/Summer	40	34

### 2017-2018 GOALS AND OBJECTIVES

1. Goal: Improve Organizational Effectiveness and Safety: Invite four guests speakers/presenters to educate youth on items like using 911, stranger danger, CPR, wild animals and insects and more..

Status: In progress. Participants and teachers are currently learning American Sign Language from a volunteer that visit twice a week. Plans are also being made for the Aquarium of the Pacific mobile to visit and educate the participants on tide pools and sea life habitats.

## Activity 6507- Recreational Activities

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Adult Sports Teams*	50	27
Specialized Recreation-		
Activities Enrollment: Youth	3,500	2,750
Adult	1,500	625
Total Activity Revenue Collected	\$390,000	\$164,120

**2017-2018 GOALS AND OBJECTIVES**

1. Goal: Improve Organizational Efficiency: Investigate and target the addition of three additional outdoor contract classes. The addition of outdoor classes will promote park usage while utilizing open outdoor space.  
  
Status: Completed/on-going. New outdoor fitness and exercise classes were offered during the summer and fall sessions at Barnes Park. Additional outdoors classes are planned to be available during the spring session.
  
2. Goal: Improve Organizational Efficiency: Design and develop marketing street banners to advertise registration for all department classes.  
  
Status: Completed. Banners notifying residents and commuters about Recreation class registration for contract classes have been posted at parks and across streets throughout is quarterly session.

**Activity 6508 – Community Participation**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Total Number of Volunteer Hours	30,300	13,127
Number of Regular Volunteers	490	266
Estimated Savings to City for Volunteer Hours Based on National Standard Rate (\$23.07 per hour)	\$699,021	302,839
Total Number of Special Events	36	17
Number of Clubs, Groups and Organizations Participating in Special Events	40	21

**2017-2018 GOALS AND OBJECTIVES**

1. Goal: Implement three (3) “Concerts in the Park” at the Barnes Park amphitheater. Each concert will be free to the public with open seating in the amphitheater and grass areas.  
  
Status: The Recreation Department hosted 3 successful concerts this summer. All the concerts were well attended and had lots of attendees dancing.

2. Goal: Expand “Movie in the Park” program to include pool facilities for Free “Dive in Movie” nights and additional parks throughout the city. The program will continue to encourage the community to visit and enjoy different parts of the city.

Status: Completed. In collaborate with the Community Participation and Recreation & Park Commissions the Recreation Department hosted 5 Movies in the Park at 5 different City parks, including the final movie of the summer at the Barnes Park pool.

## **Activity 6509 – Media Productions**

### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Internet webcast total views	7,300	6,218
Number of Programs Shown on MPK-TV (including repeats)	1,930	751
MPK-TV YouTube Channel Views	6,560	4,160

### **2017-2018 GOALS AND OBJECTIVES**

1. Goal: Improve organizational effectiveness: Update the council meeting video internet streaming server (Granicus) and the MPK-TV master control playback system to increase reliability and productivity.

Status: In progress. Granicus (internet streaming) contract is in negotiation. MPK-TV master control system project is in the equipment specifications/bid document preparation phase.

## Activity 6511- Langley Center

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Dial-A-Ride		
Senior Passengers	7,100	2,880
Handicapped Passengers	2,500	720
Transit Miles	33,000	9,700
Taxi Coupons for low income	300	0
Senior Citizen Specialized Trips	150	48

### 2017-2018 GOALS AND OBJECTIVES

1. Goal: Improve Organizational Efficiency: Develop and implement a senior fixed route to meet the needs of the senior community and the Monterey Park Senior Village residents. Offer group market and mall excursions to Langley members and neighboring Senior Housing residents.

Status: Completed/Ongoing – Fixed route was implemented in July 2017 with 1 trip per week. To date the route has had over 140 passengers.
2. 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: Ongoing. Monthly seminars are scheduled to begin in January 2018 and run one per month until June 2018. At the end of the fiscal year the seminars will be evaluated for future applications.

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

**Activity 4201 – Community Transportation**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Proposition A Funding Incentive Program:		
MTA National Transit Data Reporting Funds <sup>(1)</sup>	\$107,000	Pending
Fixed-Route Transit:		
Total Passengers	301,756	134,320
Passenger per Revenue Service Hour	15.93	14.19
Cost per Passenger	\$2.18	\$3.14
Employee Transportation Program:		
Average Vehicle Ridership (AVR) <sup>(2)</sup>	1.18	N/A
Percentage of Employees Ridesharing <sup>(3)</sup>	24%	N/A

- 1) Beginning FY 2017, the MTA National Transit Data Reporting is no longer through MTA. MTA staff is awaiting approval of MOU execution (for Report Year 2015) as of December 2017.
- 2) No AVR survey was conducted for 2018.
- 3) No AVR survey was conducted for 2018.

**2017-2018 GOALS AND OBJECTIVES**

1. Goal: *Improve Organizational Effectiveness and Efficiency*: 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 smartphone or computer.  
  
Status: On-going. Spirit Bus stops had been uploaded onto Google Maps and bus riders can now utilize Google Maps for trip planning. To better users' experience, staff is currently soliciting demonstrations and proposals from companies supporting a transit software system that can alter existing routes, push the changes into the system, and provide real-time information to the public.
2. Goal: *Improve Organizational Effectiveness and Efficiency*: Explore options to expand the City's transportation services to include additional routes to link to the Metro

Gold Line and the Market Place on the east-side of city to meet the growing transportation needs.

Status: On-going. Initial plans were proposed and discussed in August 2017. The proposed new bus route plans that connect to Metro Gold Line and the Market Place will be finalized and implemented by Spring 2018.

## **Activity 4202 – Street Maintenance**

### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Roadway Maintenance:</b>		
Potholes Repaired (Total No.)	4,000	1,752
Utility Cuts Repaired (Total No.)	220	0
<b>Sidewalk Maintenance:</b>		
Sidewalk Repair (Sq. Ft.)	7,000	15,580
Sidewalk Grinds (Total No.)	350	93
<b>Curb and Gutter Maintenance:</b>		
Curb and Gutter Repair (Ln. Ft.)	1,000	163
<b>Other Maintenance Items</b>		
Bus Shelters Pressure Washed	340	122
Shopping Carts Picked Up	400	132
Signs Removed from Right of Way	150	63

### **2017-2018 GOALS AND OBJECTIVES**

- Goals: *Improve Organizational Effectiveness and Efficiency:* An effective and efficient organization is paramount in order to provide quality community service. Implement a four-month rotation of divisional employees between asphalt/concrete operations, sanitary sewer operations, traffic painting/sign operations and graffiti/clean team operations, helps achieve this objective. The rotation will develop broad skill abilities in the areas of the division and foster good working relationships between divisional employees. The rotation and ability to perform many different operations assist in retaining employees as it provides variety of task rather than day-in and day-out routine.

Status: The program has been activated; we are one and half months into our first rotation movement since July 1 2017. Staff exhibiting positive reactions to the movements with being able to perform different areas of maintenance with enough time in the task set to elevate skills levels in those particular trade skills.

2. Goal: *Improve Organizational Effectiveness and Efficiency:* Explore the purchase of hot melt pavement crack sealing application equipment; the equipment would be used to implement a seven year asphalt pavement crack sealing program. Longevity and preventative maintenance are keys to providing effective roadways in the community, hot melt asphaltic crack sealant has been proven to last a minimum of seven years with the main benefit of reducing and/or eliminating water intrusion into the sub-base material leading to pavement failures.

Status: Research has begun in exploring the options of purchasing or renting the equipment needed to perform the crack sealing operation. List of areas that would benefit from crack sealing are being developed. Implementation to occur in Spring 2018.

### 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	580
<b>Slope Drain Inspection Program:</b>		
Number of slope drains inspected (this includes re-inspections)	100	25

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

#### 2017-2018 GOALS AND OBJECTIVES

1. Goal: *Improve Organizational Effectiveness and Efficiency:* Providing effective tracking of the city’s infrastructure is critical especially with compliance regulations. Complete the 2<sup>nd</sup> stenciling phase of storm drain locations to comply with the Los Angeles County storm water permit requirements in order to satisfy the City’s regulatory requirements and provide efficient data entry of storm drain regulatory cleaning.

Status: 2<sup>nd</sup> phase completed. Phase 3 to begin after rainy season.

2. Goal: Improve Organizational Effectiveness and Efficiency: Effective Best Management Practice (BMP) management has reduced and in some cases eliminated debris entering the storm water drainage system. Continue to identify new locations that require additional cleaning due this effective BMP management is necessary to provide efficient follow-up of removing this restricted debris from adjacent roadway gutters.

Status: Staff is developing RFP for catch basin debris filters be installed at approximately 70 locations.

3. Goal: Achieve Financial Stability: The City is committed through the new MS4 NPDES Permit to implementing its Enhanced Watershed Management Program (EWMP). To comply with the Total Maximum Daily Load (TMDL) requirements in the absence of proper funding, the City will continue to actively seek grants to assist in funding stormwater capture projects.

Status: In partnership with the County of Los Angeles Department of Public Works and the City of Montebello, staff has submitted an application for an East Los Angeles Sustainable Median Stormwater Capture project and has been notified that the project has moved onto 2<sup>nd</sup> phase of grant review.

## 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	155	106
Miles of Problem Lines Cleaned	90	15
<b>Sewer Stoppages:</b>		
Number of sewer stoppages	5	2
Percentage of stoppages responded to within one hour after normal working hours.	100%	2
<b>Video Taping:</b>		
Number of linear feet of video taped	165,590	200

**2017-2018 GOALS AND OBJECTIVES**

1. Goal: *Improve Organizational Effectiveness and Efficiency*: Develop and implement a SOP (Standard Operating Procedure) that establishes daily lineal footage minimums and method of jetting sanitary sewer main lines. The goal would be to efficiently and effectively hydro-jet clean the city’s 126 miles of main line at least once per year with the ultimate goal of twice every 18 months.

Status: The daily lineal footage minimum has been established and is being adhered to the minimum has been set at 5000 lineal feet per day which is just shy of one mile per day.

2. Goal: *Improve Organizational Effectiveness and Efficiency*: A key component in emergency response to SSO (Sanitary Sewer Overflows) is timely response to the effected sewer access point. Continue the development and complete the manhole labeling and GPS locating system for the 2,498 sewer manhole lids and provide improved efficiency when responding to SSO incidents.

Status: This is an ongoing process with the Environmental Systems Research Institute (ESRI), a Geographical Information System (GIS), licensing process being worked out through the IT Department.

**Activity 4205 – Street Cleaning**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Number of Complaints:</b>	4	0
<i>Reflects the number of problems reported by residents.</i>		

**2017-2018 GOALS AND OBJECTIVES**

1. Goal: *Improve Organizational Effectiveness and Efficiency*: Effective management of contract services is key in achieving the goal of improved efficiency through a contract service. An aspect of that management with regard to our street sweeping service contract is to develop a good working relationship with Athens Field Supervisor to increase communication and adhere to the 24 hour response time to complaints and concerns of residential customers.

Status: The Maintenance Supervisor for the Public Works Department has been working with the Athens Representative concerning street sweeping and other Athens related issue concerning the Public Works Maintenance Department.

## Activity 4206 – Traffic Control

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Street Painting:</b>		
Miles striped	65	0
Crosswalks repainted	148	70
<b>Sign Maintenance:</b>		
Stop signs replaced	55	17
Regulatory and warning signs replaced	100	32
Number of new stop sign installations	1	0
Regulatory and warning signs maintained	1,500	563
Percentage of safety related regulatory signs replaced with either temporary or permanent signs within 1 hour of notification	100%	100%
<b>Traffic Work Orders:</b>		
<i>New projects or changes to existing traffic control measures.</i>	30	9

### 2017-2018 GOALS AND OBJECTIVES

1. Goal: *Improve Organizational Effectiveness and Efficiency:* Continue to work through the remaining phase of replacement of round street name sign post to square breakaway post, results in improved labor efficiency and reduces material cost due to the surrounding infrastructure (i.e. concrete sidewalk or asphalt pavement) not having to be demolished to remove the sign post.  
  
Status: This task has not yet begun due to staffing limitations and community work request.
  
2. Goal: *Improve Organizational Effectiveness and Efficiency:* Create an RFP to secure a contract for reflectivity rating study and GPS tracking of all city regulatory and traffic warning signs. The data collected would be used to create a five year program to bring all the city regulatory and traffic warning signs up to current MUTCD reflectivity standards. The system would provide for a more effective proactive approach to sign change outs based on the reflectivity degradation rate of each sign.  
  
Status: This project has not yet begun. Scheduled for Spring 2018.

## 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	45	26
Service Requests		
Received	130	77
Completed	110	44

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

### 2017-2018 GOALS AND OBJECTIVES

1. Goal: *Improve Organizational Effectiveness and Efficiency*: Conduct a feasibility study to transfer Garvey Avenue pedestrian street lighting from individual photocell operation to block-by-block photocell or greater master photocell locations. The result if feasible would be more efficient street light maintenance by reduced trouble shooting of an individual lamp outage (between photocell or lamp).

Status: This project has not yet begun. Scheduled for 2018.

## Activity 4208 – Refuse Collection

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
City hauler tons collected (Self-hauled tons not included)	50,905	24,815
AB 939 diversion rate (year reported)* Tons per capita. Target is 5.0 tons per person.	3.5	3.5

### 2017-2018 GOALS AND OBJECTIVES

1. Goal: *Improve Organizational Effectiveness and Efficiency*: Ensure a smooth transition from existing solid waste collection and recycling contract to new contracts for both residential and commercial hauler services that will be effective September 1, 2017.

Status: Completed.

2. Goal: Improve Organizational Effectiveness and Efficiency: Conduct a customer satisfaction survey of the new solid waste collection and recycling contracts.

Status: Due to the transition of new contracts between September and October 2017, a customer satisfaction survey has not been conducted.

## Activity 4210 – Building Maintenance

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Number of Service Requests:</b>	600	263
<i>Originating from City departments</i>		
<b>Number of Special Work Orders:</b>	10	1
<i>Special work orders that are beyond routine maintenance</i>		

### 2017-2018 GOALS AND OBJECTIVES

1. Goal: Improve Organizational Effectiveness and Efficiency: Secure informal bids for two portable swamp coolers for use in the motor pool maintenance shop to create and maintain a work environment that reduces the risk of heat illness potential effects to the maintenance mechanics.

Status: These were not approved for purchase during budget approval.

2. Goal: Improve Organizational Effectiveness and Efficiency: Oversee the performance of the remodel/renovation construction to the city yard restroom/locker room.

Status: Completed.

## Activity 4211 – Motor Pool Shop

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of preventive maintenance services	310	118
Number of smog checks completed	60	31
Compressed Natural Gas (CNG) in gallons*	95,000	48,528
Propane		
Gallons purchased	2,083	2,083
Gasoline Fuel Unleaded 87 Octane		
Gallons purchased	8,026	8,026
Average price per gallon	\$2.38	\$2.38
Gasoline Fuel Unleaded 89 Octane		
Gallons purchased	23,856	23,856
Average price per gallon	\$2.56	\$2.56
Diesel Fuel		
Gallons purchased	4,093	4,093
Average price per gallon	\$2.08	\$2.08

\*Generated from CNG Station at City Yard.

### 2017-2018 GOALS AND OBJECTIVES

1. Goal: Improve Organizational Effectiveness and Efficiency: Complete design and specifications for replacement purchases to Unit 890 (Traffic Maintenance Stencil Truck) and the Delta Plant Operations 1 ¼ ton crew truck.

Status: Both vehicles ordered. Delivery dates are early 2018.

2. Goal: Improve Organizational Effectiveness and Efficiency: Create RFP for the replacement of one two-post vehicle/equipment hoist and repair of one two-post vehicle/equipment hoist.

Status: The specifications for the hoist have been completed; completion scheduled for early 2018.

## Activity 4212 - Engineering

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Capital Improvement Projects (CIP) commenced and/or completed	17	22
Dollar value of CIP projects completed (\$ millions)	18	26
Subdivisions Processed:		
<i>Tentative Tract Maps</i>	2	2
<i>Tentative Parcels Maps</i>	1	2
<i>Final Tract Maps</i>	1	1
<i>Final Parcel Maps</i>	2	1
<i>Lot Line Adjustments Reviewed</i>	1	1
Conditional Use Permits Reviewed	4	0
Variances Reviewed	0	0
Site and Plan Checks for Building Permits	150	89
Concrete, Excavation, Utilities, Transportation, Sewer, Water, Undergrounding Permits Issued	250	254
Grading Permits Issued	5	6
Traffic Engineering Issues Investigated	25	20
Slurry Seal Preventive Maint (sqft) (14-year cycle)	750,000	0

### 2017-2018 GOALS AND OBJECTIVES

1. Goal: *Improve Community-wide Beautification*: Construct the Potrero Grande Beautification project which includes new landscaped median islands, pavement rehabilitation, curb & gutter and sidewalk repairs on Potrero Grande Drive between Markland Drive and Arroyo Drive; and intersection improvements at Potrero Grande Drive and Markland Drive.

Status: The engineering consultant (RKA Consulting Group) is finalizing construction plans, specifications and engineer's estimate for the Potrero Grande Drive

Beautification project. However, due to the ongoing construction of the Market Place and Mesa Substation projects, the project advertising will be temporarily postponed.

2. Goal: *Improve Community-wide Beautification*: Construct the South Garfield Village Street Improvements project which includes new landscape median islands, sidewalk repairs, replacement of the street trees on South Garfield Avenue between Floral Drive and Pomona Boulevard; and a new mid-block crosswalk featuring landscaped bio-filtration planters and pedestrian hybrid beacons.

Status: The City Council awarded the construction contract to FS Contractors on October 4, 2017. Construction is currently underway and is anticipated to be completed in February 2018.

3. Goal: *Improve Organizational Effectiveness and Efficiency*: Implement a major Citywide Sewer Rehabilitation project that includes cured-in-place pipe relining and spot repairs at various locations as identified in the City's Sewer Master Plan.

Status: The City Council awarded the construction contract to Vasilj Inc. on October 18, 2017. Construction is anticipated to begin January 2018 and be completed in March 2018.

4. Goal: *Improve Communication Beautification*: Investigate possible use of a \$2 million utility underground funding provided by SCE.

Status: SCE Rule 20A funds are currently obligated to the underground utility district on Newmark Avenue from Garfield Avenue to New Avenue. Staff is evaluating other areas to reallocate the funds, which will require the city council's establishment of a new underground utility district.

## **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.

### **2017-2018 GOALS AND OBJECTIVES**

1. Goal: *Improve Organizational Effectiveness and Efficiency*: Improve water operations through the use of new technology and upgrades to the SCADA system.

Status: The Centralized Groundwater Treatment System project that is in construction will use state of the art advanced-oxidation technology.

2. Goal: Improve Organizational Effectiveness and Efficiency: Construct the Centralized Groundwater Treatment System at Delta.  
 Status: The design has been completed and construction has begun. Project is estimated to be completed in June 2018.
  
3. Goal: Improve Organizational Effectiveness and Efficiency: Complete an updated Water Master Plan that will provide a hydraulic model that can calculate the friction losses, flows and pressures. The model is a key tool for planning for expansion, maintenance and repair of the water system.  
 Status: Staff will work with the permanent Water Utility Manager to release the Request for Proposal (RFP) for the contract.
  
4. Goal: Achieve Financial Stability: Assess water rates and continue to evaluate fixed and variable costs of service.  
 Status: Staff is assisting the Management Services Department with historical data and cost projections to conduct the Prop 218 process.

## Activity 4221 - Water Commercial

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Meter Exchange Program</b> (¾" – 2")		
Meters changed (Siemens AMR Program)	Completed in FY2016	Continuing to monitor system functionality
<b>Large Water Meter Installation/ Upgrades:</b> 3" – 8" meters		
Meter installation upgrades	6	5
Total meters installed to field-testable and/or field-repairable standards	96	33
<b>Water Turn-ons and Turn-offs:</b>	1,824	970
<b>Work orders completed:</b>	6,100	2,837

**2017-2018 GOALS AND OBJECTIVES**

1. Goal: *Improve Organizational Effectiveness and Efficiency:* Upgrade 14 large meters to current Automatic Meter Reading (AMR) standards with grant money from San Gabriel Valley Municipal Water District.  
  
Status: This grant request was not approved for 2017. District will reapply in 2018
  
2. Goal: *Improve Organizational Effectiveness and Efficiency:* Continue to verify the functionality of AMR meters that were changed in the AMR meter upgrade capital project. Utilize American Water Works Association (AWWA) standards to test meters for accuracy.  
  
Status: Siemens conducted a meter accuracy test. Results are pending.
  
3. Goal: *Improve Organizational Effectiveness and Efficiency:* Continue to upgrade single check fire line systems to current above ground Double Check Detector Assembly (DCDA) approved devices in all large water main upgrade projects.  
  
Status: Upgrades are contingent on Phase 2 of the water and sewer upgrades in the north east quadrant of the City.
  
4. Goal: *Improve Organizational Effectiveness and Efficiency:* Increase the frequency of meter reading from bi-monthly to monthly or bi-weekly in order to provide more useful online data.  
  
Status: Awaiting the adoption of new finance and billing software.

**Activity 4222 - Water Production**

**PROGRAM MEASUREMENTS**

	<b><u>Budget Projection</u></b>	<b><u>Year-to-Date</u></b>
<b>Water Production:</b>		
(Acre-feet/year)	7,412	4,083
(Million gallons/year)	2,415	1,330
(Million gallons/day)	6.61	7.23
<b>Well Water Electrical Efficiency Operational Testing Program:</b>		
Number tested (12 total sites, 9 operable wells)	8	0



	<u>Budget Projection</u>	<u>Year-to-Date</u>
Gate Valves Repaired:	5	5
1) Unable to fully implement program in current and previous years due to staffing limitations.		
2) In FY 2013-14, three valves were added to the system.		

### **2017-2018 GOALS AND OBJECTIVES**

1. Goal: *Improve organizational effectiveness and efficiency*: Continue the Leak Detection Program that identifies distribution system leaks.  
  
Status: Correlated 11,050 feet of water main to include: Ladera St. from Barranca to Verde Vista Dr.; 1800-1900 block of Doncrest St.; Grandrige Pl. from Bradshawe to end of street; Sombrero Dr. from Casuda Canyon to Arriba Dr.; Casuda Canyon Dr. from Corporate Ctr. to Ladera St.; Ladera St. from Verde Vista to Casuda Canyon Dr.; Alamo Dr. into the golf course and the surrounding area (Luminarias and Steak House restaurants); and Corporate Center Dr. from Ramona to 1111 Corporate Ctr. Leaks were found at 3 residential customer lines and 2 distribution mains.
  
2. Goal: *Improve organizational effectiveness and efficiency*: Evaluate system valves to identify inoperative valves, improve operation, accessibility and functionality.  
  
Status: Inoperable valves were found at Brightwood and Atlantic Blvd. - 16" plug valve; Orange and Graves Ave. - 18" valve; and Garfield Ave.; and Roca Way - 14" plug valve.
  
3. Goal: *Improve organizational effectiveness and efficiency*: Install four new water main blow offs on the dead ends that are located throughout the system.  
  
Status: Installed 2 blow-offs at 1885 Luy St. and at the intersection of Atlas and Potrero Grande.
  
4. Goal: *Improve organizational effectiveness and efficiency*: Install and replace broken or inoperative gate valves in the distribution system.  
  
Status: Working with contractor to schedule gate valve replacement.

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

#### **2017-2018 GOALS AND OBJECTIVES**

1. Goal: *Improve organizational effectiveness and efficiency*: Modify the effluent production of Well 5 to be treated at the Centralized Groundwater Treatment System (CGTS).  
  
Status: Construction has begun and is ongoing.

## Activity 4227 - Well 12 VOC Treatment Plant

### 2017-2018 GOALS AND OBJECTIVES

1. Goal: *Improve organizational effectiveness and efficiency*: Modify Well 12 to supply water to the Centralized Groundwater Treatment System (CGTS) for treatment.

Status: Construction has begun and is ongoing.

## Activity 4233 - Water Interconnection/Purchase

### 2017-2018 GOALS AND OBJECTIVES

1. Goal: *Improve organizational effectiveness and efficiency*: 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	2,775	867*
Street Trees Planted	75	48
Street Trees Removed	60	47
Service Requests	300	167

\* The majority of annual trims occur after the post mid-year snapshot when regular Grid trims begin.

### 2017-2018 GOALS AND OBJECTIVES

1. Goal: *Improve Community-wide Beautification*: Replant approximately 75-100 trees in Grid #14 (City Parks) that were lost during the recent drought. A program for 2017-18 is being coordinated with the California Conservation Corps, under the Competitive Excess Funds Tree Planting Program.

Status: The planting program was completed with 75 "36 inch box trees, which were installed by Parks Staff and the Conservation Corps crews. This was completed August 10, 2017.

2. Goal: *Improve Organizational Effectiveness and Efficiency*: To continue with ardent focus, our recently-developed internal program to monitor and take action when required on all City trees on a daily basis. As they are grid-trimmed, the records are kept in real time. This data is viewable by City Staff within 48 hours. Trees deemed hazardous or at-risk will be scheduled for removal within 30 days.

Status: There is now in place a standard practice to review the monthly tree condition reports as they are updated in real time. Quarterly, this report is turned in to a hazardous/dead tree removal list assigned to WCA to be completed within 30 days of assignment.

## **Activity 6517- Parks**

### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Park Service Requests	195	112
Number of Special Projects	18	11

### **2017-2018 GOALS AND OBJECTIVES**

1. Goal: *Improve Community-wide Beautification*: Continue to review viable ideas involving targeted areas of modification and improvement. These locations include the mall area in front of City Hall, and the east side of the S. Atlantic corridor between El Repetto & Brightwood.

Status: The area in front of City Hall is currently undergoing a process where all the trees on the mall area that have been diagnosed by an Arborist as dead/hazardous/in decline, are being removed and immediately replaced with healthy and vibrant species that have beautiful cosmetic appeal and growth pattern. These trees also have been chosen from a short list of industry designated species of the highest resistance to invasive pests for our area of California.

2. Goal: *Improve Community-wide Beautification*: Continue to work with the Recreation Department on a two-year program to remove the sand from Parks play areas, and replace them with rubberized play surface. Of the 11 sand play areas, five have been removed and replaced.

Status: This project is approximately at the mid-way point. Recreation is currently securing the proper level of funding, and we will soon entering the bidding process shortly thereafter. This project is running on time and true to projections thus far.