



# MONTEREY PARK

## 2018-19 MID-YEAR REVIEW REPORT

### MONTEREY PARK MARKET PLACE



**Mid Year Review Report  
(Including Development Impact Fee Annual Report for FY2017/18)**

**Fiscal Year 2018-19**

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





## City of Monterey Park Midyear Budget Report 2018-2019

January 17, 2019

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

The recent spate of trade fears has been blamed for both the sell-off in US stock markets and businesses' slowing of capital expenditures. In December 2018, the national unemployment rate fell to a nearly 50-year low of 3.9 percent. The unemployment rate in Los Angeles-Long Beach-Anaheim area is 4.2 percent. The State's rate stands at 4.1 percent, which is significantly down from a year ago. For the past two years, the Federal Reserve has lifted its benchmark rates once every three months. The current rate stands at a target range between 2.25 to 2.5 percent. Major economists have forecast a slow growth of 2019.

### **Local Economy**

Monterey Park's housing market continues showing a modest 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 2019.

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. The Market Place, which is located along the Pomona Freeway, is the largest commercial shopping center ever developed in the community. Some of the well-known national and regional tenants in operation include Home Depot, Costco, Guitar Center, Chick-fil-A and In-N-Out. Others tenants scheduled to open in 2019 include Starbucks, Buffalo Wild Wings, Ono Hawaiian BBQ, MOD Pizza, America's Best Eyeglasses and a variety of other businesses.

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. A new 288 room Courtyard by Marriott hotel is under construction along the 10 FWY (San Bernardino Freeway) and scheduled to open in spring of 2019. A new 134 room Best Western Plus hotel including a mixed-use component is scheduled to start construction in January 2019. The other two hotels have been entitled by the City and are currently in the plan review process.

Because of the above mentioned development activities, there has been an increase in commercial development activities in the City. There are a number of new commercial buildings currently under construction throughout the City. There are also a number of new regional and national commercial tenants (e.g., Starbucks, Jersey Mike's, Raising Canes)

working through lease negotiations and expected to open in 2019-2020. Much of this can be attributed to the success of the Market Place shopping center.

### Monterey Park’s Midyear Budget Review

The total 2018-19 adopted City budget, excluding the budget for the Monterey Park Successor Agency, totals \$103.1 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 miscellaneous units, the mandated State minimum wage increases in January 2019 and budgets for capital items.

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. For the 2018-19 midyear review process, there are no budget amendment requests.

In preparing for the 2019-2020 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 \$45.7 million from which the City pays for services commonly associated with local government, specifically police and fire, library, parks, and public works services.

### General Fund Revenues

The estimated net General Fund revenues are \$42.7 million for 2018-19. Table 1 below is a summary of General Fund revenues. The City assumes further growth in property and sales taxes due to revenues generated from 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 2018-19. The Property tax revenue continues to reflect the ABx1 26 residual property tax distributions from the County.

#### General Fund Revenues

(Table 1)

(Amounts in 000s)	2018-2019 Originally Approved	2018-2019 Estimated	2019-2020 Projected
Property Tax	\$17,844	\$18,056	\$18,584
Sales Tax	7,100	7,000	7,690
Utility Tax	3,000	3,030	3,055
Hotel Tax	1,500	1,200	2,200
Other Taxes	1,265	1,235	1,242
Licenses & Permits	2,602	2,635	2,641
Service Charges	6,172	6,017	6,125
Other Revenue	3,223	3,541	3,726
<b>Total</b>	<b>\$42,706</b>	<b>\$42,714</b>	<b>\$45,263</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 \$1.4 million.

The housing market remained solid for 2018. The median sales price for Monterey Park homes sold through the 2<sup>nd</sup> quarter of 2018 reached \$645,000. The land which is used for the City's Market Place development added value to our assessed valuation in 2018.

**Sales Tax** Sales tax is the second major source of revenue for the City. In the past, the City lacked behind in sales tax revenues comparison to per capital sales for the State and the LA County. The estimated sales tax revenue for 2018-19 is on target. The sales tax from the Phase I of the Market Place, including Costco, Home Depot, Check-fil-A, and In-N-Out, is reflected in the net 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 2019-20.

**Transient (Hotel) Tax** 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 the full operation of the Marriott Hotel for 2019-20.

**Other Taxes** This category consists of primarily property transfer tax and franchise 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.

**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 2019-20, 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 few 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 2018-19 is about \$6.0 million and is expected to remain at the same level for fiscal year 2019-20.

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 invests funds in the Los Angeles County Treasury Pool, certificates of deposit, treasury bills, and the State LAIF. 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 \$42.1 million, excluding the \$3.6 million from GF committed reserve for Market Place roadway improvement and \$120,000 from the assigned for one-time library operation supplement. During the first half of the year, Council approved budget amendments for firefighters MOU adjustments, additional PT wage increases, security camera program, and street address painting project. Table 2 highlights the projected General Fund operating results, reflecting all approved amendments for 2018-19.

### **General Fund 2018-19 Projected Operating Results** (Table 2)

<b>Net Revenues <sup>(1)</sup></b>	<b>\$ 42,713,710</b>
<b>Original Adopted Budget</b>	<b>\$ 42,077,545</b>
<b>Amendments:</b>	
• <b>Minimum wage increases</b>	<b>98,000</b>
• <b>Home Bot Automation security camera program</b>	<b>10,000</b>
• <b>District Voting Outreach</b>	<b>10,000</b>
• <b>Street address painting project</b>	<b><u>33,618</u></b>
<b>Total Budget with Amendments <sup>(2)</sup></b>	<b><u>42,229,163</u></b>
<b>Projected General Fund Excess <sup>(1) - (2)</sup></b>	<b><u>\$484,547</u></b>

The actual change to the fund balance cannot be determined until an audit is completed for fiscal year 2018-19. 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 2019-2020 Budget**

The projected expenditures and transfers for 2019-20 are \$45.1 million, an increase of 6.7 percent from the fiscal year 2018-19 adjusted budget. It reflects cost of living contingency labor expenditure for citywide MOUs, merit and CA 2020 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 3).

### **General Fund 2019-2020 Proposed Budget** (Table 3)

<b>Revenue and Transfer</b>	<b>\$ 45,263,009</b>
<b>Expenditures and Transfer</b>	<b>(45,097,545)</b>
<b>Projected General Fund Excess</b>	<b><u>\$ 165,464</u></b>

Table 4 below displays the projected operational cost increases, which will be incorporated into the 2019-20 Proposed Budget.

**General Fund**  
**2019-2020 Projected Expenditure Changes and Transfers**  
 (Table 4)

<i>Cost:</i>	<i>\$100,000, City Clerk Operation</i>
<i>Explanation:</i>	<i>Election year costs</i>
<i>Cost:</i>	<i>\$950,000, Salaries</i>
<i>Explanation:</i>	<i>MOU &amp; minimum wage adjustments – citywide</i>
<i>Cost:</i>	<i>\$350,000, Salaries</i>
<i>Explanation:</i>	<i>Merit and medical benefits - citywide</i>
<i>Cost:</i>	<i>\$150,000, Supplies and Maintenance</i>
<i>Explanation:</i>	<i>3% increase in operating supplies and repairs &amp; maintenance services</i>
<i>Cost:</i>	<i>\$40,000, Utilities</i>
<i>Explanation:</i>	<i>3% increase in electricity, gas, and telephone services</i>
<i>Cost:</i>	<i>\$150,000, Contract and Professional Services</i>
<i>Explanation:</i>	<i>3% increase for service contracts per annual CPI adjustment</i>
<i>Cost:</i>	<i>\$730,000, Internal Service Funding</i>
<i>Explanation:</i>	<i>Operations and reserve to meet outstanding liabilities for the General Liabilities (+30%), Workers' Compensation (+25%), Technology (+15%), Motor Pool (+3%), and Separation Benefits (+3%) funds.</i>
<i>Cost:</i>	<i>\$600,000, GF Pension Contribution</i>
<i>Explanation:</i>	<i>GF additional pension cost supplements from \$2.6 million to \$3.2 million</i>

**General Fund Balance**

At 6/30/2018, the total fund balance for the General Fund was \$21.3 million, which excluded nonspendable and carryover purchase orders. 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>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2019-2020</b>
	<b><u>Actual</u></b>	<b><u>Projected</u></b>	<b><u>Projected</u></b>
<b>Unassigned - Operations</b>	<b>\$ 3,995</b>	<b>\$ 6,545</b>	<b>\$ 6,597</b>
<b>Assigned - Capital Improvements</b>	<b>5,925</b>	<b>7,470</b>	<b>9,470</b>
<b>Assigned - EE Parking Lot</b>	<b>530</b>	<b>530</b>	<b>530</b>
<b>Committed - Economic Dev.</b>	<b>5,487 <sup>(2)</sup></b>	<b>1,887</b>	
<b>Committed - Catastrophic Events</b>	<b>2,340</b>	<b>2,340</b>	<b>2,340</b>
<b>Committed - Working Capital</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>
<b>Total <sup>(1)</sup></b>	<b><u>\$ 21,277</u></b>	<b><u>\$ 21,772</u></b>	<b><u>\$ 21,937</u></b>

- 1. Total excludes nonspendable and carryover purchase orders.**
- 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 2018-19.**

## **Other City Funding Sources**

While we are reviewing our General Fund fiscal condition at the mid-year, it is equally important to note certain 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.

### **Development Impact Fees Special Revenue Funds**

The City collects development impact fees for law enforcement, fire suppression/medic, circulation (street, traffic, bridges), water distribution, sewer collection, library facilities and collection, public meeting facilities, community facilities, aquatics facilities, and park land and Improvements. Fees are associated with development projects. Government Code Section 66006 requires the City to prepare an annual report that describes certain information about the fees, such as the amount of fees collected, public improvements for which the fees were expended, fund balance, and other information. The 2017-2018 Development Impact Fees Annual Report has been prepared and included in the last tab of the Midyear Review publication for City Council review and approval.

### **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 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 is working with 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 May for rate charges 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 not being charged their proportionate share of costs. Currently, the City's Workers' Compensation Fund has a \$5.1 million deficit net position and the General Liability Fund has a \$2.7 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. Specifically, substantial allocation

increases are required for General Liability Fund and Workers' Compensation Fund when preparing the 2019-20 Budget.

For 2019-20, internal service funds' charges are: Workers' Compensation (+25%), Motor Pool (+3%), Technology (+15%), Separation Benefits (+3%), General Liability (+30%), and Post-Employment Medical Benefits (no increase). In addition, the Technology Fund is projected to result in minimum cash on hand after the fund is used for the City's new Enterprise Resources Planning (ERP) System and IT equipment upgrades.

**Retirement Fund**

The issue of public pensions includes a complex web of policy, fiscal and legal concerns. 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. Table 5 below illustrates the projected cost impact for the City's retirement fund.

**Projected Retirement Fund  
(Table 5)**

<i>(Amounts in 000s)</i>	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>
<b>Beginning Fund Balance</b>	\$ 1,156	\$ 126	\$ (797)	\$ (413)	\$ (27)
<b>Retirement Fund Rev</b>	6,964	7,110	7,394	7,690	7,998
<b>GF Contribution</b>	2,600	3,200	5,200	5,800	6,120
<b>Total Sources</b>	9,564	10,310	12,594	13,490	14,118
<b>Expenditures</b>	10,594	11,233	12,210	13,104	13,820
<b>Ending Fund Balance</b>	126	(797)	(413)	(27)	271
	=====	=====	=====	=====	=====

*Note: Starting 2019-20, the City might require more GF contributions to reduce deficits*

Pension obligations are a long-term liability, and pension funding decisions should be viewed in the same light. The adjustments of the discount rate definitively result in increased pension costs. The City is working with each bargaining unit asking for higher employee contributions 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 7.25 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. More than 62 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 will be paying higher employee contributions.

## **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 continue aggressively and proactively develop and implement plans that keep us fiscally responsive and financially healthy. The Midyear Review sets the stage for our continuing efforts to prepare for our 2019-2020 Budget. The midyear projections offer an important glimpse of a preliminary balanced 2019-2020 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



Anne Yaung, CPFO  
Director of Management Services

**REVENUE DETAIL**

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Fund#	Acct	Actual 2017-2018	Estimated 2018-2019	Estimated Actual 2018-2019	Estimated 2019-2020
<b><u>General Fund</u></b>						
<b>Property Taxes:</b>						
Current Secured	0010-	01010	15,434,267	15,822,900	16,120,000	16,603,000
Residual Property Tax Dist.		01015	1,476,783	1,400,000	1,400,000	1,440,000
Current Unsecured		01020	289,492	310,000	310,000	310,000
Homeowner Exemption		01030	53,088	56,000	56,000	56,000
Prior Year Secured		01110	99,314	200,000	150,000	150,000
Prior Year Unsecured		01120	9,908	20,000	10,000	15,000
Interest & Penalties		01200	(6,521)	35,000	10,000	10,000
<b>Total Property Taxes</b>			<b>17,356,333</b>	<b>17,843,900</b>	<b>18,056,000</b>	<b>18,584,000</b>
<b>Other Taxes:</b>						
Admission Tax		01400	2,500	5,000	5,000	2,500
Sales Tax		01500	5,341,854	7,100,000	7,000,000	7,690,000
Transient Tax		01550	1,163,775	1,500,000	1,200,000	2,200,000
Franchise Tax		01600	966,346	990,000	990,000	990,000
Transfer Tax		01800	215,589	270,000	240,000	250,000
Utility Users Tax		01900	2,964,825	3,000,000	3,030,000	3,055,000
Vehicle In-lieu Tax		04410	32,428			
<b>Total Other Taxes</b>			<b>10,687,318</b>	<b>12,865,000</b>	<b>12,465,000</b>	<b>14,187,500</b>
<b>Licenses &amp; Permits:</b>						
<b>Licenses:</b>						
Business Licenses		02010	1,146,838	1,200,000	1,200,000	1,250,000
Business Lic Processing Fees		02020	19,044	4,000	8,000	8,000
Tobacco Retailer Lic Fees		02025	1,220	1,800	1,300	1,300
<b>Total Licenses</b>			<b>1,167,102</b>	<b>1,205,800</b>	<b>1,209,300</b>	<b>1,259,300</b>
<b>Construction Permits:</b>						
Building Permits		02500	1,149,494	900,000	950,000	900,000
Electrical Permits		02600	163,337	200,000	180,000	180,000
Plumbing Permits		02700	83,963	150,000	150,000	150,000
Mechanical Permits		02900	80,682	100,000	85,000	90,000

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Fund#	Acct	Actual 2017-2018	Estimated 2018-2019	Estimated Actual 2018-2019	Estimated 2019-2020
Total Construction Permits			1,477,476	1,350,000	1,365,000	1,320,000
<b>Other Permits:</b>						
Firework Permits		03540	3,200	4,000	4,000	4,000
Yard Sale Permits		03550	3,440	3,000	3,000	3,200
Misc Permits		03590	74,155	35,000	50,000	50,000
Parking Permits		03650	2,055	2,100	2,055	2,100
Banner Permits		06290	1,932	2,000	2,000	2,000
Total Other Permits			84,782	46,100	61,055	61,300
Total Licenses & Permits			2,729,359	2,601,900	2,635,355	2,640,600
<b>Fines:</b>						
Traffic Fines		03580	170,508	190,000	170,000	180,000
Parking Fines		03620/03630	442,002	510,000	500,000	500,000
Total Court and Traffic Fines			612,510	700,000	670,000	680,000
<b>Use of Money &amp; Property:</b>						
Interest Income		03700/03750	963,860	800,000	1,100,000	1,265,000
Golf Course Rental		03800	165,398	137,000	165,000	167,000
MetroPCS (3500 Ramona)		03870	42,950	44,239	44,239	45,566
T-Mobile Rental (Fire Station 3)		03880	33,788	34,801	34,801	35,845
AT&T Rental (Fire Station 3)		03890	33,788	34,801	34,801	35,845
T-Mobile Rental (Sierra Vista)		03930	42,773	44,056	44,056	45,378
Specialty Restaurants		03970	202,290	232,000	200,000	205,000
Sublease Rent - SMSA (Pac Bell)		03980	11,778	12,162	12,162	12,527
Sublease Rent - Cox Communication		03990	7,845	7,860	7,860	8,412
Total Use of Money & Property			1,504,470	1,346,919	1,642,919	1,820,573
<b>Charges for Services:</b>						
<b>Police Services:</b>						
Witness Fees		03610	4,974	3,500	3,500	4,000
Prisoner Housing		03640	60,609	65,000	65,000	65,000
Vehicle Release		03670	53,885	58,000	58,000	58,000
DUI Recovery		03680	46,208	49,000	48,000	48,000

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Fund#	Acct	Actual 2017-2018	Estimated 2018-2019	Estimated Actual 2018-2019	Estimated 2019-2020
Fingerprint	06390	03710	8,171	14,000	8,000	8,500
Correction Notices		03720	6,381	6,100	6,300	6,500
Police Report		05990	4,248	4,000	4,000	4,100
Burglar Alarm		06400	10,880	10,000	15,000	15,000
Court Restitutions		06405	10,145	1,500	1,500	1,500
<b>Total Police Services</b>			<b>205,501</b>	<b>211,100</b>	<b>209,300</b>	<b>210,600</b>
<b>Fire Services:</b>						
Fire Report Copy		06050	583	600	600	600
Fire Inspection		06320	164,332	136,000	150,000	150,000
Fire Plan Checks & Permits	06330	06340	256,858	148,000	180,000	180,000
Fire Response/Admin Citation	06350	06240	5,088	15,000	15,000	15,000
Business Fire Safety Inspection		06370	28,285	52,000	40,000	40,000
Ind Waste Permit/Inspection		06850	134,108	140,000	140,000	150,000
Ambulance Subscription		07950	81,641	94,000	94,000	95,000
Ambulance Transport		07960	1,279,182	1,200,000	1,300,000	1,300,000
<b>Total Fire Services</b>			<b>1,950,075</b>	<b>1,785,600</b>	<b>1,919,600</b>	<b>1,930,600</b>
<b>Community Development:</b>						
Plan Check		06100	1,527,028	1,100,000	1,000,000	1,000,000
Comm Prop Insp		06120	34,421	70,000	30,000	40,000
Home Occup Insp	06150	06160	16,267	175,000	17,500	17,500
Zoning		06200	102,143	85,000	85,000	85,000
Admin Citation - Code Compliance	06220	06130	32,500	33,000	40,000	35,000
Design Review		06250	16,953	22,000	17,000	17,000
Special Inspection		06450	9,004	6,000	10,000	8,000
<b>Total Community Development Fees</b>			<b>1,738,317</b>	<b>1,491,000</b>	<b>1,199,500</b>	<b>1,202,500</b>
<b>Public Works Fees:</b>						
Comm. Franchise in lieu fee		01610	118,982	120,000	100,000	105,000
Street Excavation		02910	18,731	15,000	20,000	15,000
Sewer Permits		02920		236	236	236
Driveway/Sidewalk		02930	1,909	3,000	3,000	3,000
Waste & Recycling Collection		02940	52			
Housemoving Permits		03520	11,280	4,500	5,500	5,000
Sale of Maps/Plans	06000	06010	695	1,500	2,000	1,500
Newsrack Permits		06710	4,352	1,000	1,000	1,000

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Fund#	Acct	Actual 2017-2018	Estimated 2018-2019	Estimated Actual 2018-2019	Estimated 2019-2020
Address Change		06140	4,030	4,030	4,030	4,030
Admin Citation - Public Works		06230	100	400	100	100
Engr Inspection	06210/06300		125,542	104,000	104,000	114,000
Engr Plan Check		06700	18,115	100,000	50,000	60,000
Soil Review		06910	11,148	20,000	20,000	20,000
CNG Fuel Sales		06940	93,272	33,000	95,000	95,000
EVGO Charging Services		06945	11,635		14,000	16,000
<b>Total Public Works Fees</b>			<b>419,844</b>	<b>406,666</b>	<b>418,866</b>	<b>439,866</b>
<b>Library Fees:</b>						
Facility Rental Charges		04030	4			
Library Fines		07410	17,419	18,000	18,000	18,000
Audio Visual		07420	3,665	3,200	3,200	3,200
Lost Books		07430	1,517	2,000	1,500	1,600
Misc Library Revenue		07460	19	100	20	20
Card Replacement		07480	1,751	1,800	1,800	1,800
Damaged Items		07490	394	500	400	500
<b>Total Library Fees</b>			<b>24,769</b>	<b>25,600</b>	<b>24,920</b>	<b>25,120</b>
<b>Recreation / Community Services Fees:</b>						
Rec. Facilities / Service Clubhouse		04020	127,547	122,400	124,000	126,000
Rec Registration		06090	29,350	26,000	28,000	29,000
Picnic Reservation	07050/07030		42,961	35,000	40,000	45,000
Aquatics		07090	19,323	24,000	20,000	20,000
Child Care		07150	185,267	180,000	180,000	185,000
Barnes Pool Admission		07610	14,829	18,000	16,000	18,000
Elder Pool Admission		07620	7,508	7,000	7,500	7,500
Swim Lessons		07630	73,274	90,000	78,000	80,000
Barnes & Elder Pool Rental		07640	48,867	55,000	50,000	52,000
Langley Activity		08025	61,589	55,000	60,000	60,000
Rec Registration	0159-	06090	55,070	37,000	50,000	55,000
Summer Programs	0159-	07010	9,089	25,000	10,000	13,000
Fall Programs	0159-	07020	28,650	40,000	30,000	30,000
Winter Programs	0159-	07030	36,043	30,000	38,000	38,000
Spring Programs	0159-	07040	25,084	14,000	20,000	25,000
Adult Leagues	0159-	07100	16,881	13,000	13,000	15,000
<b>Total Recreation / Community Services Fees</b>			<b>781,332</b>	<b>771,400</b>	<b>764,500</b>	<b>798,500</b>

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Fund#	Acct	Actual 2017-2018	Estimated 2018-2019	Estimated Actual 2018-2019	Estimated 2019-2020
<b>Administrative Charges:</b>						
From City Funds		06020	1,268,000	1,475,000	1,475,000	1,512,000
<b>Total Administrative Charges</b>			<b>1,268,000</b>	<b>1,475,000</b>	<b>1,475,000</b>	<b>1,512,000</b>
<b>Other Services:</b>						
City Clerk Research/Public Record		06040	281	550	350	350
Returned Check Fee		08150	2,250	2,500	2,400	2,400
ELAC Special Event		09210	2,669	3,000	3,000	3,000
<b>Total Other Services</b>			<b>5,200</b>	<b>6,050</b>	<b>5,750</b>	<b>5,750</b>
<b>Total Charges for Services</b>			<b>6,393,039</b>	<b>6,172,416</b>	<b>6,017,436</b>	<b>6,124,936</b>
<b>Other Revenue:</b>						
Surplus Property Sale		04000	21,287	25,000	25,000	25,000
Refunds/Rebates		08100	765,004	150,000	200,000	200,000
Misc Revenue	07500/09203/ 09200/09202		349	400	2,000	400
Street Maintenance - Water		08155	950,000	1,000,000	1,000,000	1,000,000
<b>Total Other Revenue</b>			<b>1,736,640</b>	<b>1,175,400</b>	<b>1,227,000</b>	<b>1,225,400</b>
<b>Total General Fund</b>			<b>41,019,668</b>	<b>42,705,535</b>	<b>42,713,710</b>	<b>45,263,009</b>

Special Revenue Funds

## Retirement Fund - 0012

## Property Taxes:

Current Secured	0012-	01010	5,330,989	5,330,000	5,463,000	5,599,000
Pension Override	0012-	01015	1,314,513	1,220,000	1,220,000	1,250,000
Current Unsecured	0012-	01020	85,308	75,000	75,000	80,000
Homeowner Exemption	0012-	01030	54,859	56,000	56,000	56,000
Prior Year Secured	0012-	01110	146,604	130,000	130,000	100,000
Prior Year Unsecured	0012-	01120	3,530	5,000	5,000	5,000
Interest & Penalties	0012-	01200/03750	21,662	15,000	15,000	20,000
General Fund Supplement for Pension	0012-	01300	2,100,000	2,600,000	2,600,000	3,200,000

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Fund#	Acct	Actual 2017-2018	Estimated 2018-2019	Estimated Actual 2018-2019	Estimated 2019-2020
<b>Total Retirement Fund</b>			<b>9,057,465</b>	<b>9,431,000</b>	<b>9,564,000</b>	<b>10,310,000</b>
<b>State Gas Tax Funds - 0022</b>						
<b>Gas Tax:</b>						
Section 2103 (Prop 42 Replacement)	0022-	04530	239,909	200,000	300,000	300,000
Section 2105	0022-	04540	334,316	356,000	340,000	350,000
Section 2106	0022-	04500	205,578	219,000	210,000	212,000
Section 2107	0022-	04510	435,091	460,000	450,000	460,000
Section 2107.5	0022-	04520	7,500	7,500	7,500	7,500
Interest Income	0022-	03700	18,250	12,500	18,500	18,500
Refunds & Rebates	0022-	08100	13,000		1,369	1,400
SB 821 Bikeway	0023-	05400	71,000	35,000	35,000	35,000
<b>Total Gas Tax Fund</b>			<b>1,324,643</b>	<b>1,290,000</b>	<b>1,362,369</b>	<b>1,384,400</b>
<b>Road Maintenance &amp; Rehabilitation Act - 0024 (SB1)</b>						
Interest Income	0024-	03700	2,187		3,148	3,800
RMRA (SB1)	0024-	04550	283,982	1,023,032	1,023,032	1,030,000
Loan Repayment	0024-	04560	70,035	70,035	70,035	70,035
<b>Total RMRA</b>			<b>356,205</b>	<b>1,093,067</b>	<b>1,096,215</b>	<b>1,103,835</b>
<b>Circulation/Water/Sewer Impact Fund - 0069</b>						
Circulation System	0069-	03560	65,514	50,000	50,000	50,000
Interest Income	0069-	03700				
			<b>65,514</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
<b>Library/Public &amp; Aquatics Facilities/Parks DIF Fund</b>						
Parks	0070-	09001	560,554	190,000	190,000	190,000
Aquatics	0070-	09002	4,096	3,000	3,000	3,000
Public Meeting Facilities	0070-	09004	9,296	6,000	6,000	6,000
Library	0070-	09006	1,072	1,000	1,000	1,000
Interest Income	0070-	03700			1,500	1,000

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Fund#	Acct	Actual 2017-2018	Estimated 2018-2019	Estimated Actual 2018-2019	Estimated 2019-2020
			575,018	200,000	201,500	201,000
<b>Law Enforcement &amp; Fire Suppression/Medic DIF Fund</b>						
Safety DIF Fund	0071-	08100	98,900			
Law Enforcement	0071-	03571	642,940	225,000	225,000	225,000
Fire Suppression/Medic	0071-	03572	642,940	225,000	225,000	225,000
Interest Income	0071-	03700			2,000	1,500
			1,384,780	450,000	452,000	451,500
<b>Proposition A Fund - 0109</b>						
Proposition A Local Return	0109-	05400	1,144,303	1,160,000	1,160,000	1,180,000
Proposition A Incentive Program	0109-	05430	109,766	110,000	100,000	100,000
Bus Fares/Tap Card	0109-	07680	51,388	58,000	52,000	53,000
Langley Tap Card Sales	0109-	07685	28,537	28,000	28,500	28,500
Interest Income	0109-	03700	39,480	17,000	22,000	25,000
			1,373,473	1,373,000	1,362,500	1,386,500
<b>Measure R Fund - 0110</b>						
Measure R	0110-	05400	710,918	707,000	715,000	717,000
Interest Income	0110-	03700	20,091	12,500	20,000	20,000
			731,008	719,500	735,000	737,000
<b>Measure M - 0112</b>						
Measure M	0112-	05400	644,254	756,000	756,000	758,000
Interest Income	0112-	03700	4,683		6,000	6,000
			648,937	756,000	762,000	764,000
<b>Proposition C Fund - 0166</b>						
Interest Income	0166-	03700	13,215	8,300	9,500	10,000
			960,049	950,300	951,500	956,000

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Fund#	Acct	Actual 2017-2018	Estimated 2018-2019	Estimated Actual 2018-2019	Estimated 2019-2020
<b>Asset Forfeiture Fund - 0160</b>						
Asset Forfeiture-Justice	0160-	03690	11,421	25,000	50,000	60,000
Interest Income	0160-	03700	5,110	4,500	4,500	5,000
Asset Forfeiture-Treasury	0160-	03770	12,507	100,000	100,000	100,000
Asset Forfeiture-State	0160-	03780	28,606	15,000	15,000	25,000
Asset Forfeiture/Sales of Surplus	0160-	04000	4,375			
<b>Total Asset Forfeiture Fund</b>			<b>62,018</b>	<b>144,500</b>	<b>169,500</b>	<b>190,000</b>
<b>Business Improvement Fund - 0077</b>						
Business Improvement Fees	0077-	02110	68,761	72,000	72,000	72,000
Interest Income	0077-	03700	2,005	1,000	1,000	2,000
<b>Total Business Improvement</b>			<b>70,766</b>	<b>73,000</b>	<b>73,000</b>	<b>74,000</b>
<b>Air Quality Improvement Fund - 0165</b>						
Air Quality Allocation	0165-	05400	78,604	80,000	80,000	82,000
Interest Income	0165-	03700	3,102	1,700	2,200	2,500
<b>Total Air Quality Improvement</b>			<b>81,707</b>	<b>81,700</b>	<b>82,200</b>	<b>84,500</b>
<b>Maint. District -1972 Act - 0176</b>						
Special Assessment	0176-	01060	980,356	983,000	983,000	999,000
<b>Library Tax Fund - 0131</b>						
Library Tax	0131-	01060	504,874			
Interest Income	0131-	03700	127			
<b>Total Library Tax Fund</b>			<b>505,001</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Public Safety Augmentation Fund - 0182</b>						
Sales Tax Public Safety Augmentation	0182-	01510	717,899	750,000	750,000	776,000

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Fund#	Acct	Actual 2017-2018	Estimated 2018-2019	Estimated Actual 2018-2019	Estimated 2019-2020
<b>CERCLA Liability Fund - 0203</b>						
CERCLA Fees	0203-	06950	118,961	120,000	120,000	120,000
Interest Income	0203-	03700	5,546	4,500	4,500	5,000
<b>Total CERCLA Liability</b>			<b>124,507</b>	<b>124,500</b>	<b>124,500</b>	<b>125,000</b>
<b>Housing Program Fund - 0880</b>						
SERAF Payment	0880-	01017		68,671	68,671	68,671
Interest Income	0880-	03700	10,294	14,000	14,000	15,000
Other Revenue (Loan Payment)	0880-	07530	7,586			
<b>Total Housing Program Fund</b>			<b>17,880</b>	<b>82,671</b>	<b>82,671</b>	<b>83,671</b>
<b>Grants Fund</b>						
<b>Library Grants:</b>						
Literacy and Civics Ed. Grant	0142-	05400	58,256	45,019	45,019	45,019
Cal Literacy Grant	0163-	03700/05400	35,387	35,587	35,000	35,000
Literacy Trust Grant	0445-	05400	2,521	30,000	30,000	30,000
Library Passport Trust Grant	0454-	05400	18,500	18,500	18,500	18,500
Bilingual Books Grant	0530-	05400	7,473			
Libraries Illuminated Grant	0532-	05400	23,066			
<b>Total Library Grants</b>			<b>145,203</b>	<b>129,106</b>	<b>128,519</b>	<b>128,519</b>
<b>Recreation Grants:</b>						
Park Discretionary (Maint.)	0178-	05400		61,000	61,000	61,000
National Fitness Campaign	0504-	05400		30,000	30,000	
<b>Total Parks &amp; Rec Grants</b>			<b>0</b>	<b>91,000</b>	<b>91,000</b>	<b>61,000</b>
<b>Police Grants:</b>						
STC Grant	0132-	05400	5,572	4,730	4,730	4,730
POST Grant	0136-	04500	49,534	30,000	30,000	30,000
Interest Income	0192-	03700	2,283		2,300	2,500
State - COPS	0192-	05400	139,416	104,000	104,000	120,000
Bullet Proof Vest Grant	0229-	05400	3,499	9,261	9,261	9,000

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Fund#	Acct	Actual 2017-2018	Estimated 2018-2019	Estimated Actual 2018-2019	Estimated 2019-2020
Selective Traffic Enforcement Prog (3)	0338-	05400	153,743			
Selective Traffic Enforcement Prog (4)	0360-	05400	104,168			
Selective Traffic Enforcement Prog (5)	0361-	05400		105,000	105,000	
AHMC Health Foundation Grant	0339-	05400	10,000			
Urban Area Security initiative - 2016	0470-	05400		707,486	707,486	
CalOES Customer Premise Equip	0472-	05400		287,000	287,000	
<b>Total Police Grants</b>			<b>468,214</b>	<b>1,247,477</b>	<b>1,249,777</b>	<b>166,230</b>
<b>Engineering/Parks Grants:</b>						
Used Oil Recycling Grant	0184-	03700/05400	197	28,000	28,000	28,000
Beverage Container Recycling	0214-	03700/05400	33,225	15,000	15,000	15,000
Rubberized Pavement Grant	0421-	05400		65,000	65,000	
<b>Total Engineering Grants</b>			<b>33,422</b>	<b>108,000</b>	<b>108,000</b>	<b>43,000</b>
<b>Transportation Grants:</b>						
Surface Transportation Program (STP-I	0175-	05400	1,091,558			
Air Quality Investment Program	0233-	03700/07680	786			
MTA Bike Lane Construction	0450-	05400	12,140	294,980	294,980	
HSIP Signal Grant	0456-	05400		312,160	312,160	
MTA Monterey Pass Bike Grant	0459-	05400				
			<b>1,104,483</b>	<b>607,140</b>	<b>607,140</b>	<b>0</b>
<b>Fire Grants:</b>						
ELAC Instructional Serv Program	0349-	05400	81,302	60,000	60,000	60,000
Disaster Management Area C	0436-	05400		2,500	2,500	2,500
Urban Area Security Initiative-2015	0464-	05400	25,028			
Ground Emergency Medical Transport	0465-	05400	41,941	80,000	80,000	45,000
Homeland Security (SHSP) 2015	0466-	05400	10,000			
Urban Area Security initiative - 2016	0470-	05400				
<b>Total Fire Grants</b>			<b>158,270</b>	<b>142,500</b>	<b>142,500</b>	<b>107,500</b>
<b>HUD Grants:</b>						
CDBG	0169-	05400/05460	511,499	580,258	580,258	560,000
HOME Fund	0152-	05400	239,974	639,610	639,610	698,000
	0152-	03700	34,291	3,300	3,300	3,300
EDI Grant/Interest Income	0211-	03700	7,511	3,000	7,550	7,800

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Fund#	Acct	Actual 2017-2018	Estimated 2018-2019	Estimated Actual 2018-2019	Estimated 2019-2020
<b>Total HUD Grants</b>			<b>793,276</b>	<b>1,226,168</b>	<b>1,230,718</b>	<b>1,269,100</b>
<b>Other Special Grants (Trust Funds):</b>						
Maintenance Grant	0344-	05400	86,910	75,000	75,000	77,000
Video Serv Franchise Trust (0075)	0351-	05400	181,804			
Gen Plan Review Trust (0010-450)	0352-	05400	38,202	435,548	435,548	200,000
Passport Trust Grant (0075)	0415-	05400	2,078			
Records Management Fee Trust (0075)	0442-	05400	16,081	16,597	16,597	16,600
<b>Total Other Special Grants</b>			<b>325,075</b>	<b>527,145</b>	<b>527,145</b>	<b>293,600</b>
<b>Total Grant Funds</b>			<b>3,027,944</b>	<b>4,078,536</b>	<b>4,084,799</b>	<b>2,068,949</b>
<b>Total Special Revenue Funds</b>			<b>22,065,170</b>	<b>22,630,774</b>	<b>22,886,754</b>	<b>21,745,355</b>
<b>Enterprise Funds</b>						
<b>Sewer Fund - 0042</b>						
Sewer Reconstruction Fee	0042-	01000		1,000	1,000	1,000
Sewer Revenue	0042-	05200	3,164,108	3,000,000	3,000,000	3,000,000
Sewer Collection System DIF	0042-	03568	4,526	5,000	5,000	5,000
<b>Total Sewer Fund</b>			<b>3,168,634</b>	<b>3,006,000</b>	<b>3,006,000</b>	<b>3,006,000</b>
<b>Refuse Fund - 0043</b>						
Refuse Charges	0043-	05300	6,421,403	6,200,000	5,800,000	5,800,000
Waste Mgmt Surcharge	0043-	05360	338,909	260,000	280,000	280,000
Refunds & Rebates	0043-	08100				
<b>Total Refuse Fund</b>			<b>6,760,312</b>	<b>6,460,000</b>	<b>6,080,000</b>	<b>6,080,000</b>
<b>Water Fund</b>						
<b>Water Operation Fund:</b>						
Sales of Surplus Property	0092-	04000		3,000	3,000	3,000
Water Sales	0092-	07510	10,232,445	9,880,000	10,000,000	10,500,000

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Fund#	Acct	Actual 2017-2018	Estimated 2018-2019	Estimated Actual 2018-2019	Estimated 2019-2020
Connection Fee	0092-	07550	333,750	60,000	200,000	200,000
Meter Installation	0092-	07520	176,466	150,000	150,000	150,000
Other Revenue	0092-	07530/7540	81,964	55,000	100,000	90,000
Water System DIF	0092-	03565	28,860	25,000	25,000	25,000
<b>Total Water Operation Fund</b>			<b>10,853,485</b>	<b>10,173,000</b>	<b>10,478,000</b>	<b>10,968,000</b>
<b>Water Treatment Fund:</b>						
Water Treatment Surcharge	0093-	07590	3,804,487	3,700,000	3,700,000	3,800,000
WQA EPA Settlement	0093-	07575	971,279	1,200,000	850,000	850,000
Capital Fee	0093-	07550				
<b>Total Water Treatment Fund</b>			<b>4,775,766</b>	<b>4,900,000</b>	<b>4,550,000</b>	<b>4,650,000</b>
<b>Water Capital Grants:</b>						
Integrated Regional Water Mgmt Grant	0510-	05400	2,008,031			
<b>Total Enterprise Funds</b>			<b>27,566,227</b>	<b>24,539,000</b>	<b>24,114,000</b>	<b>24,704,000</b>
<b><u>Internal Services Funds</u></b>						
<b>Auto Shop Fund - 0060</b>						
Refunds & Rebates	0060-	08100/04000		2,000	2,000	2,000
Vehicle Charges	0060-	08700	1,905,973	1,964,000	1,964,000	2,099,895
<b>Total Shop Fund</b>			<b>1,905,973</b>	<b>1,966,000</b>	<b>1,966,000</b>	<b>2,101,895</b>
<b>Separation Benefits Fund - 0061</b>						
Separation Charges	0061-	07900	1,332,454	1,375,005	1,375,005	1,420,500
<b>General Liability Fund - 0062</b>						
Insurance Charges	0062-	06020	1,713,100	1,916,520	1,916,520	2,669,000
Transfer from Separation Benefits Fund	0062-	08100	500,000	500,000	500,000	

## SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Fund#	Acct	Actual 2017-2018	Estimated 2018-2019	Estimated Actual 2018-2019	Estimated 2019-2020
			<u>2,213,100</u>	<u>2,416,520</u>	<u>2,416,520</u>	<u>2,669,000</u>
<b>Technology Fund - 0063</b>						
Technology Charges	0063-	06020	189,582	239,241	239,241	441,500
<b>OPEB Internal Service Fund - 0064</b>						
OPEB set-aside	0064-	06020		950,000	950,000	950,000
<b>Workers' Compensation Fund - 0080</b>						
Insurance Charges	0080-	07900	1,696,525	1,836,245	1,836,245	2,295,316
Transfer from Separation Benefits Fund	0080-	08100				
Transfer from General Fund	0080-	08100	524,655			
			<u>2,221,180</u>	<u>1,836,245</u>	<u>1,836,245</u>	<u>2,295,316</u>
<b>Total Internal Services Funds</b>			<u>7,862,289</u>	<u>8,783,011</u>	<u>8,783,011</u>	<u>9,878,211</u>
<b>Total City Funds</b>			<u>98,513,354</u>	<u>98,658,320</u>	<u>98,497,475</u>	<u>101,590,575</u>
<b>Successor Agency (SA) Funds</b>						
Atlantic/Garvey	0860-		1,625,154	1,516,957	1,516,957	1,517,000
Merged	0870-		772,990	751,030	751,030	752,000
<b>Total Successor Agency (SA) Fund</b>			<u>2,398,144</u>	<u>2,267,987</u>	<u>2,267,987</u>	<u>2,269,000</u>
<b>Total City and SA - All Funds</b>			<u>100,911,498</u>	<u>100,926,307</u>	<u>100,765,462</u>	<u>103,859,575</u>







## **Five-Year Financial Forecast**

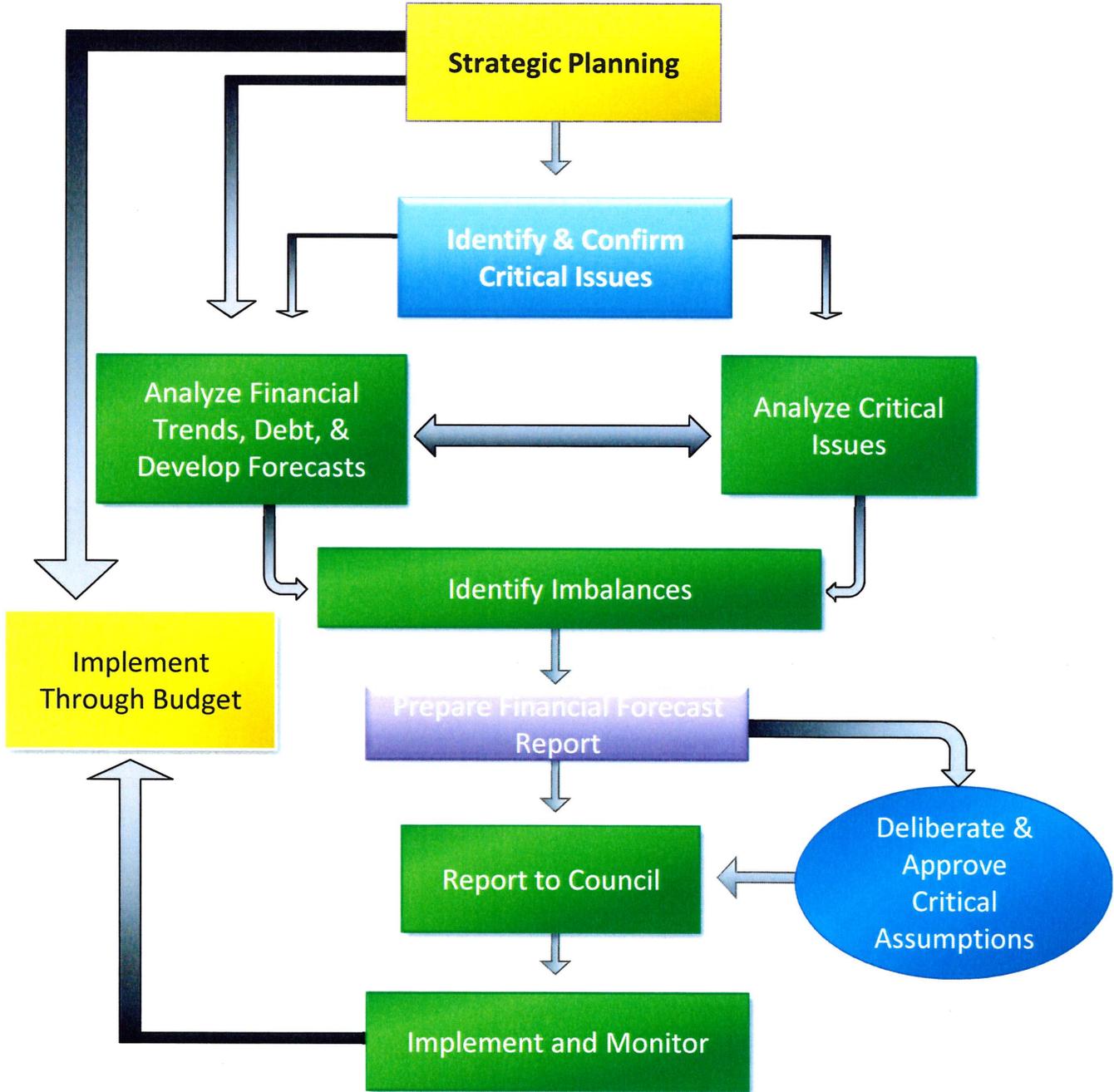
The Five-Year Financial Forecast provides transparent financial analysis of each fund for information such as:

- 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 (0010/0159)**

	5-Year Long-Term Projection					Notes
	2018-19	2019-20	2020-21	2021-22	2022-23	
<b>Beginning Fund Balance</b>						
Assigned - Capital Improvements	\$6,455,451	\$8,000,000	\$10,000,000	\$11,150,022	\$8,802,150	
Committed - 2002 TI Bonds	5,487,000	1,887,000	-	-	-	
Committed - Catastrophic	2,340,000	2,340,000	2,340,000	2,340,000	2,340,000	
Committed - Stabilization	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	
Unassigned	3,994,828	6,544,826	6,597,290	4,068,800	4,068,800	
<b>Total</b>	<b>21,277,279</b>	<b>21,771,826</b>	<b>21,937,290</b>	<b>20,558,822</b>	<b>18,210,950</b>	
<b>Recurring Revenues:</b>						
Property Taxes	17,933,100	18,458,400	19,012,152	19,582,517	20,169,993	(1)
Sales Tax	6,326,000	6,390,000	6,454,000	6,519,000	6,584,000	(2)
Utility Tax	3,030,000	3,055,000	3,147,000	3,241,000	3,338,000	(3)
Hotel Tax	1,100,000	1,200,000	1,224,000	1,248,000	1,273,000	(4)
Other Taxes	1,235,000	1,242,500	1,267,000	1,292,000	1,318,000	(4)
Licenses & Permits	2,635,355	2,640,600	2,693,412	2,747,280	2,802,226	(5)
Charges for Services	6,017,436	6,124,936	6,247,000	6,372,000	6,499,000	(6)
Fines	670,000	680,000	694,000	708,000	722,000	(7)
Interest and Rental	1,642,919	1,820,573	1,875,000	1,931,000	1,989,000	(8)
Other Revenue	1,227,000	1,225,400	1,250,000	1,275,000	1,301,000	(9)
<b>Projected Market Place Revenues:</b>						(10)
<u>Property Taxes</u>						
Phase I	122,900	125,600	144,000	147,000	150,000	
Phase II			59,000	60,000	61,000	
<u>Sales Tax</u>						
Phase I	674,000	1,300,000	1,339,000	1,380,000	1,420,000	
Phase II			376,000	388,000	399,000	
<b>Projected Marriott Revenue:</b>						(11)
<u>Hotel Tax</u>	100,000	1,000,000	1,400,000	1,450,000	1,500,000	
<b>Total Revenues</b>	<b>42,713,710</b>	<b>45,263,009</b>	<b>47,181,564</b>	<b>48,340,797</b>	<b>49,526,219</b>	
<b>Expenditures:</b>						
Salaries & Benefits	30,718,704	32,121,000	33,245,235	34,408,818	35,613,127	(12)
Maintenance & Operation	3,655,915	4,132,266	4,256,234	4,383,921	4,515,438	(13)
Contracted Services	2,159,591	2,309,591	2,378,879	2,450,245	2,523,752	(14)
Utilities	862,196	892,000	919,000	947,000	975,000	(15)
Vehicle Operating	1,132,129	1,167,129	1,202,000	1,238,000	1,275,000	(16)
Insurance	109,250	111,000	113,000	115,000	117,000	(17)
Small Capitals	23,534	50,000	25,000	25,000	30,000	
Capital Projects	55,000	100,000	100,000	150,000	200,000	(18)
GF Supplements to Pension	2,600,000	3,200,000	5,200,000	5,800,000	6,120,000	(19)
OPEB - GF Contributions	450,000	450,000	500,000	500,000	550,000	
Pension Unfunded Liability	346,300	450,000	500,000	550,000	600,000	
Debt Service - Siemens	106,544	114,559	120,685	120,685	120,685	
<b>Total Expenditures</b>	<b>42,219,163</b>	<b>45,097,545</b>	<b>48,560,032</b>	<b>50,688,669</b>	<b>52,640,003</b>	
<b>Ending Fund Balance</b>	<b>\$21,771,826</b>	<b>\$21,937,290</b>	<b>\$20,558,822</b>	<b>\$18,210,950</b>	<b>\$15,097,166</b>	
<b>Future Capital Projects:</b>			<b>\$2,000</b>			(18)

. Pension increases are included in the Retirement Fund (0012). The impact to GF would be additional supplements to Retirement Fund per Note 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).
- (2) 2% growth on recurring current sales tax.
- (3) 3% growth.
- (4) 2% growth.
- (5) 2% growth.
- (6) 2% growth.
- (7) 2% growth.
- (8) 3% growth. Interest income increases based on projected market outlook.
- (9) 2% growth for amounts which reflect various refunds and rebates and the State SB90 reimbursements.
- (10) Market Place revenues are based on Keser Marston Associates Report. 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.
- (11) Marriott Transient Occupancy Tax (TOT) starts in 2019-2020 for a full year projection. The occupancy percentage is based on the hotel norm of 55% for the 1st year (\$175 x 288 rooms x 55% x 365 days).
- (12) Salaries and benefits are projected for a 3.5% adjustment, starting 2019-2020 to reflect additional 401(a) benefits for Safety members.
- (13) 3% increase in maintenance, supplies, equipment, and other operating costs.
- (14) 3% adjustments including street sweeping costs are shared by Gas Tax and General Funds.
- (15) 3% increase in utilities.
- (16) 3% increase in vehicle operating and replacement.
- (17) 2% increase in insurance costs.
- (18) Capital projects depend on availability of GF balance.
- (19) General Fund retirement contributions for pension costs to close pension cost shortfall.

**City of Monterey Park  
Five Years Financial Projection  
Retirement Fund (0012)**

	5-Year Long-Term Projection					Notes
	2018-19	2019-20	2020-21	2021-22	2022-23	
<b>Beginning Fund Balance</b>	\$1,156,482	\$126,913	(\$796,901)	(\$413,182)	(\$27,452)	
<b>Revenues:</b>						
Property Taxes	6,964,000	7,110,000	7,394,000	7,690,000	7,998,000	(1)
GF Supplement	2,600,000	3,200,000	5,200,000	5,800,000	6,120,000	(2)
<b>Total Revenues</b>	<b>9,564,000</b>	<b>10,310,000</b>	<b>12,594,000</b>	<b>13,490,000</b>	<b>14,118,000</b>	
<b>Expenditures:</b>						
PERS	8,298,749	9,033,994	10,105,461	11,044,449	11,860,601	(3)
Mass. Mutual	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	(4)
Actuarial Services	65,000	70,000	75,000	80,000	80,000	(5)
Pension Obligation Bonds	1,229,820	1,129,820	1,029,820	979,820	879,820	(6)
<b>Total Expenditures</b>	<b>10,593,569</b>	<b>11,233,814</b>	<b>12,210,281</b>	<b>13,104,269</b>	<b>13,820,421</b>	
<b>Ending Fund Balance</b>	<b>\$126,913</b>	<b>(\$796,901)</b>	<b>(\$413,182)</b>	<b>(\$27,452)</b>	<b>\$270,128</b>	
<b>City Contribution Rates:</b>	2018-19	2019-20	2020-21	2021-22	2022-23	(7)
Miscellaneous Plan	31.6%	36.3%	38.7%	40.7%	42.1%	
Safety Plan (reflecting addt'l EE pay 3%)	43.4%	46.0%	50.2%	53.7%	56.3%	
<b>Funded Status:</b>						(8)
Miscellaneous Plan	67.5%					
Safety Plan	71.3%					

**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. By 2022-23, the amount will be at a minimum of 238% of 2018-2019.
- (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. Beginning 2019-20, Safety members contribute an additional CALPERS EE rate of 3%.
- (4) Contributions to the Mass Mutual Retirement Plan per the actuarial valuation report as of 6/30/2018. 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 for the City's Safety Plan.
- (7) Projected pension employer and employee contribution rates per 6/30/2017 CalPERS Annual Valuation Report.
- (8) Funded Status: A measure of how well funded with respect to assets versus accrued liabilities. 75% should be achieved to indicate the healthy of the plan funding.

**City of Monterey Park  
Five Years Financial Projection  
Gas Tax & Bike Route Funds (0022/0023)**

	5-Year Long-Term Projection					Notes
	2018-19	2019-20	2020-21	2021-22	2022-23	
<b>Beginning Fund Balance</b>	\$1,484,632	\$1,011,813	\$513,913	\$439,268	\$424,168	
<b>Revenues:</b>						
State Gas Tax	1,308,869	1,330,900	1,371,000	1,412,000	1,454,000	(1)
Bikeway (SB821)	35,000	35,000	36,000	37,000	38,000	(1)
Interest Income	18,500	18,500	5,000	5,000	5,000	
Transfer from Measure M			477,655	581,500	602,400	(8)
<b>Total Revenues</b>	<b>1,362,369</b>	<b>1,384,400</b>	<b>1,889,655</b>	<b>2,035,500</b>	<b>2,099,400</b>	
<b>Expenditures:</b>						
Salaries & Benefits	973,871	1,027,000	1,083,000	1,143,000	1,206,000	(2)
Maintenance & Operation	160,868	165,700	170,700	175,800	181,100	(3)
Street Cleaning (Gas Tax portion)	346,890	357,000	368,000	379,000	390,000	(4)
Utilities	13,665	14,100	14,500	14,900	15,300	(5)
Vehicle Operating	309,179	318,500	328,100	337,900	348,000	(6)
Capital Projects	30,715					(7)
<b>Total Expenditures</b>	<b>1,835,188</b>	<b>1,882,300</b>	<b>1,964,300</b>	<b>2,050,600</b>	<b>2,140,400</b>	
<b>Ending Fund Balance</b>	<b>\$1,011,813</b>	<b>\$513,913</b>	<b>\$439,268</b>	<b>\$424,168</b>	<b>\$383,168</b>	
<b>Future Capital Projects:</b>		\$740,000	\$265,000	\$170,000	\$70,000	(7)

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

- (1) 3% growth in state gas tax funds
- (2) 5.5% increases in salaries & benefits.
- (3) 3% increase in maintenance, supplies and other operating costs.
- (4) 3% increase in street sweeping services which are funded by Gas Tax Fund and General Fund.
- (5) 3% increase in utilities.
- (6) 3% increase in vehicle operating and replacement costs.
- (7) Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.
- (8) Costs are transferred from Measure M.

**City of Monterey Park  
Five Years Financial Projection  
Road Maintenance & Rehabilitation Act (SB1) Fund (0024)**

	5-Year Long-Term Projection					Notes
	2018-19	2019-20	2020-21	2021-22	2022-23	
<b>Beginning Fund Balance</b>	\$356,204	\$429,419	\$1,233,254	\$1,948,254	\$2,695,254	(1)
<b>Revenues:</b>						
<b>RMRA (SB1)</b>	1,026,180	1,033,800	1,065,000	1,097,000	1,130,000	
<b>Loan Repayment</b>	70,035	70,035				
<b>Total Revenues</b>	1,096,215	1,103,835	1,065,000	1,097,000	1,130,000	
<b>Expenditures:</b>						
<b>Road Repair Supplies</b>		300,000	350,000	350,000	400,000	
<b>Capital Projects</b>	\$1,023,000					(2)
<b>Total Expenditures</b>	1,023,000	300,000	350,000	350,000	400,000	
<b>Ending Fund Balance</b>	<u>\$429,419</u>	<u>\$1,233,254</u>	<u>\$1,948,254</u>	<u>\$2,695,254</u>	<u>\$3,425,254</u>	
<b>Future Capital Projects:</b>		250,000	250,000	250,000	250,000	(2)

**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 transportation purposes.
  
- (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  
Parks/Library/Public & Aquatics Facilities DIF Fund (0070)**

	5-Year Long-Term Projection					Notes
	2018-19	2019-20	2020-21	2021-22	2022-23	
<b>Beginning Fund Balance <sup>(1)</sup></b>						
Parks DIF	\$400,290	\$310,290	\$150,290	\$20,290	\$20,290	
Aquatics DIF	4,096	\$7,096	\$96	\$196	\$296	
Public Meeting Facilities DIF	9,296	15,296	1,296	1,596	896	
Library DIF	1,072	4,072	72	22	272	
Interest Earning	1,500	1,000	1,800	300	300	
	<u>\$416,254</u>	<u>\$337,754</u>	<u>\$153,554</u>	<u>\$22,404</u>	<u>\$22,054</u>	
<b>Revenues:</b>						
Parks DIF	190,000	190,000	220,000	220,000	220,000	(2)
Aquatics DIF	3,000	3,000	3,300	3,300	3,500	(2)
Public Meeting Facilities DIF	6,000	6,000	6,300	6,300	6,500	(2)
Library DIF	1,000	1,000	1,250	1,250	1,400	(2)
	<u>200,000</u>	<u>200,000</u>	<u>230,850</u>	<u>230,850</u>	<u>231,400</u>	
<b>Expenditures:</b>						
Parks Improvements	280,000	350,000	350,000	220,000	200,000	(3)
Aquatics Center Improvements		10,000	3,200	3,200	3,200	(3)
Public Use Facilities Improvements		20,000	6,000	7,000	10,000	(3)
Library Collection Items		5,000	1,300	1,000	1,200	(3)
	<u>280,000</u>	<u>385,000</u>	<u>360,500</u>	<u>231,200</u>	<u>214,400</u>	
<b>Ending Fund Balance</b>						
Parks DIF	310,290	150,290	20,290	20,290	40,290	
Aquatics DIF	7,096	96	196	296	596	
Public Meeting Facilities DIF	15,296	1,296	1,596	896	4,196	
Library DIF	4,072	72	22	272	472	
	<u>\$336,754</u>	<u>\$151,754</u>	<u>\$22,104</u>	<u>\$21,754</u>	<u>\$45,554</u>	
<b>Future Capital Projects:</b>		\$330,000	\$350,000			(1)

**City of Monterey Park  
Five Year Financial Projection  
Parks/Library/Public & Aquatics Facilities DIF Fund  
Notes**

- (1) **Source: Annual Development Impact Fee Report**
- (2) **Parks/Library/Public & Aquatics Facilities Impact Fees were established in August 2017 to offset impacts generated from the new developments to the community.**
- (3) **Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital**

**City of Monterey Park  
Five Years Financial Projection  
Circulation System (Streets, Signals, and Bridges) DIF Fund (0069)**

	5-Year Long-Term Projection					Notes
	2018-19	2019-20	113,000	115,000	117,000	
<b>Beginning Fund Balance <sup>(1)</sup></b>	<b>\$65,514</b>	<b>\$106,514</b>	<b>\$7,314</b>	<b>\$7,414</b>	<b>\$57,514</b>	
<b>Revenues:</b>						
Circulation System DIF	40,000	40,000	50,000	50,000	60,000	(2)
Interest Earning	1,000	800	100	100	1,000	
<b>Total Revenues</b>	<b>41,000</b>	<b>40,800</b>	<b>50,100</b>	<b>50,100</b>	<b>61,000</b>	
<b>Expenditures:</b>						
Capital Improvements for Streets Traffic Signals and Management		140,000	50,000		100,000	(3)
<b>Total Expenditures</b>	<b>0</b>	<b>140,000</b>	<b>50,000</b>	<b>0</b>	<b>100,000</b>	
<b>Ending Fund Balance</b>	<b>\$106,514</b>	<b>\$7,314</b>	<b>\$7,414</b>	<b>\$57,514</b>	<b>\$18,514</b>	
<b>Future Capital Projects:</b>						(3)

**City of Monterey Park  
Five Year Financial Projection  
Circulation System (Streets, Signals, and Bridges) DIF Fund  
Notes**

- (1) **Source: Annual Development Impact Fee Report**
- (2) **Circulation System Development Impact Fee was established in August 2017. The amounts are computed based on the Annual Impact Fee Report.**
- (3) **Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital**

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

	5-Year Long-Term Projection					Notes
	2018-19	2019-20	2020-21	2021-22	2022-23	
<b>Beginning Fund Balance</b>	<b>\$3,206,795</b>	<b>\$3,302,090</b>	<b>\$2,148,434</b>	<b>\$1,721,892</b>	<b>\$1,261,330</b>	
<b>Revenues:</b>						
Proposition A	1,160,000	1,180,000	1,204,000	1,228,000	1,253,000	(1)
Proposition A Incentive	100,000	100,000	110,000	110,000	110,000	(2)
Fares & MTA Tap Card Sales	80,500	81,500	82,315	83,138	83,969	
Interest Income	22,000	25,000	7,500	7,500	7,500	
<b>Total Revenues</b>	<b>1,362,500</b>	<b>1,386,500</b>	<b>1,403,815</b>	<b>1,428,638</b>	<b>1,454,469</b>	
<b>Expenditures:</b>						
Salaries & Benefits	528,480	547,000	577,000	609,000	642,000	(3)
Maintenance & Operation	21,400	160,000	164,800	169,700	174,800	(4)
Bus Shelter Maintenance	18,000	19,000	20,000	21,000	22,000	(5)
Utilities	25,134	25,900	26,700	27,500	28,300	(6)
Allocated Costs / Insurance	150,000	155,000	160,000	165,000	170,000	(7)
MTA Bus Pass Subsidy	58,957	59,000	59,000	59,000	59,000	
Motor Pools Charges	122,851	127,000	131,000	135,000	139,000	(8)
Transit Bus Contract (Prop A portion)	238,127	243,000	248,000	253,000	258,000	(9)
Bus Replacement		350,000	400,000	450,000	450,000	(10)
Capital Projects	104,256	854,256	43,857			
Capital Projects - Carryover						
<b>Total Expenditures</b>	<b>1,267,205</b>	<b>2,540,156</b>	<b>1,830,357</b>	<b>1,889,200</b>	<b>1,943,100</b>	
<b>Ending Fund Balance</b>	<b>\$3,302,090</b>	<b>\$2,148,434</b>	<b>\$1,721,892</b>	<b>\$1,261,330</b>	<b>\$772,699</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) 5.5% increase in salaries & benefits.
- (4) 3% increase in maintenance, supplies and other operating costs.
- (5) 3% increase for bus shelter maintenance.
- (6) 3% increase in utilities.
- (7) 3% increase in the administrative support and liability insurance provided by the City.
- (8) 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 (0110)**

	5-Year Long-Term Projection					Notes
	2018-19	2019-20	2020-21	2021-22	2022-23	
<b>Beginning Fund Balance</b>	\$1,300,973	\$1,739,720	\$2,177,720	\$2,568,220	\$2,925,720	
<b>Revenues:</b>						
Measure R	715,000	717,000	739,000	761,000	784,000	(1)
Interest Income	20,000	20,000	5,500	5,500	5,500	
<b>Total Revenues</b>	<b>735,000</b>	<b>737,000</b>	<b>744,500</b>	<b>766,500</b>	<b>789,500</b>	
<b>Expenditures:</b>						
Salaries & Benefits	69,073	71,000	75,000	79,000	83,000	(2)
Road Repair Supplies	200,000	100,000	150,000	200,000	250,000	
Slurry Seal of Various Streets		100,000	100,000	100,000	100,000	(3)
Admin Overhead	27,180	28,000	29,000	30,000	31,000	(4)
Transit Bus Contract						
Sidewalk Reconstruction						
Capital Carryover						
Capital Projects						
<b>Total Expenditures</b>	<b>296,253</b>	<b>299,000</b>	<b>354,000</b>	<b>409,000</b>	<b>464,000</b>	
<b>Ending Fund Balance</b>	<b>\$1,739,720</b>	<b>\$2,177,720</b>	<b>\$2,568,220</b>	<b>\$2,925,720</b>	<b>\$3,251,220</b>	
<b>Future Capital Projects:</b>		\$669,398	\$310,000	\$493,000	\$313,000	(5)

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

- (1) 3% increase in Measure R funding.
- (2) 5.5% 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) 3% increase in the administrative support.
- (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  
Measure M Fund (0112)**

	5-Year Long-Term Projection					Notes
	2018-19	2019-20	2020-21	2021-22	2022-23	
<b>Beginning Fund Balance</b>	\$648,937	\$1,360,937	\$2,024,937	\$2,222,282	\$2,332,782	
<b>Revenues:</b>						
Measure M	756,000	758,000	781,000	804,000	828,000	(1)
Interest Income	6,000	6,000				
<b>Total Revenues</b>	<b>762,000</b>	<b>764,000</b>	<b>781,000</b>	<b>804,000</b>	<b>828,000</b>	
<b>Expenditures:</b>						
Salaries & Benefits		100,000	106,000	112,000	118,000	(2)
Road Repair Supplies						
Slurry Seal of Various Streets						
Transit Bus Contract						
Sidewalk Reconstruction						
Transfer from Gas Tax Fund			477,655	581,500	602,400	(3)
Capital Projects	50,000					
<b>Total Expenditures</b>	<b>50,000</b>	<b>100,000</b>	<b>583,655</b>	<b>693,500</b>	<b>720,400</b>	
<b>Ending Fund Balance</b>	<b>\$1,360,937</b>	<b>\$2,024,937</b>	<b>\$2,222,282</b>	<b>\$2,332,782</b>	<b>\$2,440,382</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.
- (2) 5.5% increase in salaries & benefits.
- (3) Costs are transferred from Gas Tax Fund.

**City of Monterey Park  
Five Year Financial Projection  
Proposition C Transit Fund (0166)**

	5-Year Long-Term Projection					Notes
	2018-19	2019-20	2020-21	2021-22	2022-23	
<b>Beginning Fund Balance</b>	\$922,135	\$553,917	\$472,917	\$380,717	\$284,517	
<b>Revenues:</b>						
<b>Proposition C</b>	942,000	946,000	965,000	984,000	1,004,000	(1)
<b>Total Revenues</b>	951,500	956,000	967,800	986,800	1,006,800	
<b>Expenditures:</b>						
<b>Salaries &amp; Benefits</b>	55,120	57,000	59,000	61,000	63,000	(2)
<b>Maintenance &amp; Operation</b>	29,135	30,000	31,000	32,000	33,000	(3)
<b>Transit Bus Contract (Prop C portion)</b>	817,463	834,000	851,000	868,000	846,331	(4)
<b>Road Repair Supplies</b>						
<b>Admin Overhead</b>	168,000	173,000	178,000	183,000	188,000	(5)
<b>Capital Projects - Carryover</b>						
<b>Capital Projects</b>	250,000					(6)
<b>Total Expenditures</b>	1,319,718	1,037,000	1,060,000	1,083,000	1,067,331	
<b>Ending Fund Balance</b>	<u>\$553,917</u>	<u>\$472,917</u>	<u>\$380,717</u>	<u>\$284,517</u>	<u>\$223,986</u>	

**Future Capital Projects:**

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

- (1) 2% increase in Proposition C sales tax allocations.
- (2) 3.5% increase in salaries & benefits.
- (3) 3% increase in maintenance, supplies and other operating costs.
- (4) 2% increase for Spirit Buses services.
- (5) 3% increase in the administrative support.
- (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  
Asset Forfeiture Fund (0160)**

	5-Year Long-Term Projection					Notes
	2018-19	2019-20	2020-21	2021-22	2022-23	
<b>Beginning Fund Balance</b>	<b>\$381,701</b>	<b>\$248,621</b>	<b>\$326,496</b>	<b>\$93,646</b>	<b>\$129,746</b>	
<b>Revenues:</b>						
Asset Forfeiture Revenue	165,000	185,000	100,000	100,000	100,000	(1)
Interest Income	4,500	5,000	1,100	1,100	1,100	
<b>Total Revenues</b>	<b>169,500</b>	<b>190,000</b>	<b>101,100</b>	<b>101,100</b>	<b>101,100</b>	
<b>Expenditures:</b>						
Salaries & Benefits	20,760	21,000	22,000	23,000	24,000	(2)
Maintenance & Operation	180,950	40,000	41,000	42,000	43,000	(3)
Police Vehicle Replacement	45,000		50,000		60,000	
Debt Service	55,870	51,125	45,950			(4)
Small Capitals						
Capital Projects			\$175,000		\$100,000	(5)
Capital Projects - Carryover						
<b>Total Expenditures</b>	<b>302,580</b>	<b>112,125</b>	<b>333,950</b>	<b>65,000</b>	<b>227,000</b>	
<b>Ending Fund Balance</b>	<b>\$248,621</b>	<b>\$326,496</b>	<b>\$93,646</b>	<b>\$129,746</b>	<b>\$3,846</b>	
<b>Future Capital Projects:</b>					<b>\$200,000</b>	(5)

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

- (1) **Asset forfeiture funds are distributed from the US Department of Justice and the Department of Treasury.**
- (2) **3.5% increase in salaries & benefits.**
- (3) **3% increase in maintenance, supplies and other operating costs.**
- (4) **Annual debt service costs for the Police CAD/RMS/FMIS system - \$2 million, 15 years @ 5% interest rate. The lease period is from 6/2006 to 6/2021. Debt service payments are paid through Public Safety Impact Fee Fund, Asset Forfeiture Fund and the State COPS Grant, 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 (0077)**

	5-Year Long-Term Projection					Notes
	2018-19	2019-20	2020-21	2021-22	2022-23	
<b>Beginning Fund Balance</b>	\$153,344	\$120,693	\$83,693	\$46,693	\$10,693	
<b>Revenues:</b>						
Business Improvement Fees	72,000	72,000	73,000	74,000	75,000	(1)
Interest Income	1,000	2,000	1,000	1,000	1,000	
<b>Total Revenues</b>	<b>73,000</b>	<b>74,000</b>	<b>74,000</b>	<b>75,000</b>	<b>76,000</b>	
<b>Expenditures:</b>						
Professional Services	105,651	111,000	111,000	111,000	85,000	(2)
<b>Total Expenditures</b>	<b>105,651</b>	<b>111,000</b>	<b>111,000</b>	<b>111,000</b>	<b>85,000</b>	
<b>Ending Fund Balance</b>	<b>\$120,693</b>	<b>\$83,693</b>	<b>\$46,693</b>	<b>\$10,693</b>	<b>\$1,693</b>	

**City of Monterey Park  
Five Years 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 (0165)**

	5-Year Long-Term Projection					Notes
	2018-19	2019-20	2020-21	2021-22	2022-23	
<b>Beginning Fund Balance</b>	\$235,680	\$224,708	\$177,008	\$224,408	\$171,808	
<b>Revenues:</b>						
Air Quality Allocation	80,000	82,000	81,000	81,000	81,000	
Interest Income	2,200	2,500	800	1,000	1,000	
<b>Total Revenues</b>	<b>82,200</b>	<b>84,500</b>	<b>81,800</b>	<b>82,000</b>	<b>82,000</b>	
<b>Expenditures:</b>						
Ridesharing Programs	16,000	26,000	28,000	28,000	28,000	
Maintenance & Operation	6,000	6,200	6,400	6,600	6,800	(1)
Motor Vehicles-Passenger		100,000		100,000	100,000	
Capital Projects	71,172					(2)
<b>Total Expenditures</b>	<b>93,172</b>	<b>132,200</b>	<b>34,400</b>	<b>134,600</b>	<b>134,800</b>	
<b>Ending Fund Balance</b>	<b>\$224,708</b>	<b>\$177,008</b>	<b>\$224,408</b>	<b>\$171,808</b>	<b>\$119,008</b>	
<b>Future Capital Projects:</b>		\$71,172				(2)

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

- (1) 3% increase in maintenance and operations (printing/duplicating; dues/memberships; rideshare awards).
- (2) Source: Preliminary Five-year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.

**City of Monterey Park  
Five Years Financial Projection  
Maintenance Benefit Assessment District Fund (0176)**

	5-Year Long-Term Projection					Notes
	2018-19	2019-20	2020-21	2021-22	2022-23	
<b>Beginning Fund Balance</b>	\$35,149	\$0	\$0	(\$7,200)	(\$22,100)	
<b>Revenues:</b>						
<b>Special Assessment</b>	983,000	999,000	1,019,000	1,039,400	1,060,200	(1)
<b>Total Revenues</b>	983,000	999,000	1,019,000	1,039,400	1,060,200	
<b>Expenditures:</b>						
<b>Salaries &amp; Benefits</b>	393,854	360,900	368,600	377,100	385,300	(2)
<b>Maintenance &amp; Operation</b>	17,550	18,100	18,600	19,200	19,800	(3)
<b>Vehicle Operating</b>	57,340	59,000	61,000	63,000	65,000	(4)
<b>Utilities</b>	544,405	561,000	578,000	595,000	613,000	(5)
<b>Capital Projects</b>	5,000					(6)
<b>Capital Carryover</b>						(7)
<b>Total Expenditures</b>	1,018,149	999,000	1,026,200	1,054,300	1,083,100	
<b>Ending Fund Balance</b>	<u>\$0</u>	<u>\$0</u>	<u>(\$7,200)</u>	<u>(\$22,100)</u>	<u>(\$45,000)</u>	
<b>Future Capital Projects:</b>		25,000	36,000	37,000	48,000	(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 by 2%.
- (2) 5.5% increase in salaries & benefits. Any reduction reflects non-sufficient assessment revenues.
- (3) 3% 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  
Public Safety Augmentation Fund (0182)**

	5-Year Long-Term Projection					Notes
	2018-19	2019-20	2020-21	2021-22	2022-23	
<b>Beginning Fund Balance</b>	\$0	\$0	\$0	\$0	\$0	
<b>Revenues:</b>						
<b>Safety Augmentation</b>	750,000	776,000	792,000	808,000	824,000	(1)
<b>Total Revenues</b>	750,000	776,000	792,000	808,000	824,000	
<b>Expenditures:</b>						
<b>Salaries &amp; Benefits</b>	750,000	776,000	792,000	808,000	824,000	(2)
<b>Total Expenditures</b>	750,000	776,000	792,000	808,000	824,000	
<b>Ending Fund Balance</b>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	

**City of Monterey Park  
Public Safety Augmentation Fund**

- (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  
Law Enforcement/Fire Suppression & Medic DIF Fund (0071)**

	5-Year Long-Term Projection					Notes
	2018-19	2019-20	2020-21	2021-22	2022-23	
<b>Beginning Fund Balance</b>	\$471,176	\$492,655	\$334,655	\$46,655	\$214,655	
<b>Revenues:</b>						
Law Enforcement DIF	225,000	225,000	225,000	150,000	150,000	(1)
General Fund Loan						
Interest Income						
Fire Suppression/Medic DIF	225,000	225,000	225,000	150,000	150,000	(1)
<b>Total Revenues</b>	<b>450,000</b>	<b>450,000</b>	<b>450,000</b>	<b>300,000</b>	<b>300,000</b>	
<b>Expenditures:</b>						
Police & Fire Expanded Services	8,000	8,000	8,000	10,000	10,000	(2)
2000 S. Isabella Property						
Safety Equipment		600,000	230,000	122,000		(2)
Capital Projects - Carryover						(2)
Payback General Fund Loan						(2)
Safety Security System			300,000		300,000	(2)
Fire Station Improvements	420,521		200,000			(2)
<b>Total Expenditures</b>	<b>428,521</b>	<b>608,000</b>	<b>738,000</b>	<b>132,000</b>	<b>310,000</b>	
<b>Ending Fund Balance</b>	<b>\$492,655</b>	<b>\$334,655</b>	<b>\$46,655</b>	<b>\$214,655</b>	<b>\$204,655</b>	

Future Capital Projects:

**City of Monterey Park  
Five Year Financial Projection  
Law Enforcement/Fire Suppression & Medic DIF Fund  
Notes**

- (1) Law Enforcement/Fire Suppression & Medic DIF was revised effective 8/16/2017. Projections are based on the Annual Development Impact Fee Report.
- (2) Source: Preliminary Five-year Capital Improvement Program.

**City of Monterey Park  
Five Years Financial Projection  
CERCLA Liability Fund (0203)**

	5-Year Long-Term Projection					Notes
	2018-19	2019-20	2020-21	2021-22	2022-23	
<b>Beginning Fund Balance</b>	<b>\$437,426</b>	<b>\$411,926</b>	<b>\$436,926</b>	<b>\$470,926</b>	<b>\$504,926</b>	
<b>Revenues:</b>						
Environmental Liability Fees	120,000	120,000	133,000	133,000	133,000	(1)
Interest Income	4,500	5,000	1,000	1,000	1,000	
<b>Total Revenues</b>	<b>124,500</b>	<b>125,000</b>	<b>134,000</b>	<b>134,000</b>	<b>134,000</b>	
<b>Expenditures:</b>						
Contribution to General Liability Fund	150,000	100,000	100,000	100,000	100,000	(2)
<b>Total Expenditures</b>	<b>150,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	
<b>Ending Fund Balance</b>	<b>\$411,926</b>	<b>\$436,926</b>	<b>\$470,926</b>	<b>\$504,926</b>	<b>\$538,926</b>	(3)

**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 Program Fund (0880)**

	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>Notes</u>
<b>Beginning Fund Balance</b>	<b>\$2,439,336</b>	<b>\$2,461,007</b>	<b>\$2,453,678</b>	<b>\$2,422,349</b>	<b>\$2,381,020</b>	
<b>Revenues:</b>						
SERAF Repayment	68,671	68,671	68,671	68,671	68,671	(1)
Interest Income	13,000	14,000				
Other Revenue (Loan Payment)						
<b>Total Revenues</b>	<b>81,671</b>	<b>82,671</b>	<b>68,671</b>	<b>68,671</b>	<b>68,671</b>	
<b>Expenditures:</b>						
Total Expenditures	60,000	90,000	100,000	110,000	110,000	
<b>Ending Fund Balance</b>	<b><u>\$2,461,007</u></b>	<b><u>\$2,453,678</u></b>	<b><u>\$2,422,349</u></b>	<b><u>\$2,381,020</u></b>	<b><u>\$2,339,691</u></b>	(3)

**City of Monterey Park  
Five Years Financial Projection  
Housing Program Fund**

- (1) SERAF and Housing Deferral loan repayments from the Successor Agency, starting ROPS 14-15A.
- (2) Housing contractions and legal costs.
- (3) Fund balances reserved for the City housing programs.

**City of Monterey Park  
Five Years Financial Projection  
Water Utility Fund (0092/0093/0094)**

	5-Year Long-Term Projection					Notes
	2018-19	2019-20	2020-21	2021-22	2022-23	
Beginning Unrestricted - Net Position	\$17,105,778	\$14,641,208	\$11,985,320	\$10,447,686	\$8,109,545	
<b>Revenues:</b>						
Water Sales	10,000,000	10,500,000	12,156,000	12,156,000	12,156,000	(1)
Connection Fees	200,000	200,000	206,000	212,000	218,000	
Meter Installation	150,000	150,000	155,000	160,000	165,000	
Other Revenue	100,000	90,000	170,000	170,000	170,000	
Treatment Surcharge	3,700,000	3,800,000	3,914,000	4,031,000	4,152,000	(2)
WQA EPA Settlement	850,000	850,000	850,000	850,000	850,000	
Sales of Surplus Property	3,000	3,000		3,000		
Water System DIF	25,000	25,000	30,000	30,000	30,000	(2)
<b>Total Revenues</b>	<b>15,028,000</b>	<b>15,618,000</b>	<b>17,451,000</b>	<b>17,612,000</b>	<b>17,711,000</b>	
<b>Expenditures:</b>						
Water Administration	696,297	731,000	768,000	806,000	846,000	(3)
Water Commercial	916,033	961,000	1,008,000	1,057,000	1,109,000	(4)
Water Production	3,757,909	3,945,800	4,143,100	4,350,300	4,567,800	(5)
Water Distribution	1,552,455	1,630,000	1,712,000	1,798,000	1,888,000	(6)
Well #5 VOC	2,191,845	2,301,400	2,416,500	2,537,300	2,664,200	(7)
Well #12 VOC	1,164,783	1,223,000	1,284,200	1,348,400	1,415,800	(8)
Wells #1,3,10 VOC	914,039	959,700	1,007,700	1,058,100	1,111,000	(9)
Well #12 Dual Barrier	612,541	643,200	675,400	709,200	744,700	(10)
Well #5 Perchlorate	33,141	34,800	36,500	38,300	40,200	(12)
Debt Service - Reservoirs	113,573	113,318	113,053	112,778	112,491	(13)
Debt Service - Wells 5 & 6	200,000	200,000				(14)
Debt Service - Siemens	603,738	649,170	683,882	721,163	761,199	(14)
Water Assessment Charges	1,950,000	2,106,000	2,274,500	2,456,500	2,653,000	
Capital Projects - Water Main		1,000,000	1,000,000	1,000,000	1,000,000	(15)
Capital Projects - Siemens						
Capital Projects - Other	1,100,000					
OPEB	300,000	370,000	440,000	510,000	580,000	
Capital Projects - Carryover						
Reimburse to GF for Street Repairs	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	
<b>Total Expenditures</b>	<b>17,492,570</b>	<b>18,273,888</b>	<b>18,988,635</b>	<b>19,950,141</b>	<b>20,962,890</b>	
Ending Unrestricted - Net Position	<u>\$14,641,208</u>	<u>\$11,985,320</u>	<u>\$10,447,686</u>	<u>\$8,109,545</u>	<u>\$4,857,655</u>	
Future Capital Projects:		2,835,000	8,043,626	1,890,000	905,000	(16)

**City of Monterey Park  
Five Year Financial Projection  
Water Utility Fund (0092/0093/0094)  
Notes**

- (1) Starting 2015-16, amounts reflect water rate adjustments.
- (2) Water treatment surcharge on total water service fees. Water System Development Impact Fee was established in August 2017. Amounts are computed based on the Annual DIF Report.
- (3) 5% increase in Water Administration operation costs.
- (4) 5% increase in Water Commercial operation costs.
- (5) 5% increase in Water Production operation costs.
- (6) 5% 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 Wells #1, 3, 10 VOC operation costs.
- (10) 5% increase in Well #12 Dual Barrier operation costs.
- (11) 5% increase in Well #15 operation costs.
- (12) 5% increase in Well #5 Perchlorate operation costs.
- (13) 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.
- (14) Debt service payments includes Siemens Energy Retrofit and treatment plants loans.
- (15) Cost charges to repair streets due to water main projects.
- (16) Source : Preliminary Five-year Capital Improvement program per the City's Water Master Plan. Amounts shown for future capital projects have not been included in fund balance calculation.

**City of Monterey Park  
Five Years Financial Projection  
Sewer Fund (0042)**

	5-Year Long-Term Projection					Notes
	2018-19	2019-20	2020-21	2021-22	2022-23	
<b>Beginning Unrestricted - Net Position</b>	\$4,215,579	\$4,048,054	\$4,096,554	\$4,358,454	\$4,433,954	
<b>Revenues:</b>						
Sewer Fees	3,000,000	3,000,000	3,150,000	3,308,000	3,473,000	(1)
Sewer Reconstruction Fee	1,000	1,000	1,000	1,000	1,000	
Sewer Collection System DIF	5,000	5,000	8,000	8,000	8,000	(2)
<b>Total Revenues</b>	<b>3,006,000</b>	<b>3,006,000</b>	<b>3,159,000</b>	<b>3,317,000</b>	<b>3,482,000</b>	
<b>Expenditures:</b>						
Salaries & Benefits	890,920	940,000	992,000	1,047,000	1,105,000	
Maintenance & Operation	677,584	711,500	747,100	784,500	823,700	(4)
Contracted Services	54,000	56,000	58,000	60,000	62,000	(5)
OPEB Set Aside	100,000	150,000	150,000	200,000	200,000	(6)
Small Capital	71,021	100,000	100,000	150,000	150,000	(8)
Capital Projects	1,380,000	1,000,000	850,000	1,000,000	1,000,000	(8)
Depreciation						
<b>Total Expenditures</b>	<b>3,173,525</b>	<b>2,957,500</b>	<b>2,897,100</b>	<b>3,241,500</b>	<b>3,340,700</b>	
<b>Ending Unrestricted Net Position</b>	<b>\$4,048,054</b>	<b>\$4,096,554</b>	<b>\$4,358,454</b>	<b>\$4,433,954</b>	<b>\$4,575,254</b>	(7)
<b>Future Capital Projects:</b>						(8)

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

- (1) Amounts reflect Sewer service rate increases per ordinance.
- (2) Sewer Collection System Development Impact Fee was established on August 2017. Projections are based on the Annual Development Impact Fee Report.
- (3) 5.5% increase in salaries & benefits.
- (4) 5% increase in maintenance, supplies and other operating costs, including shared allocation for General Liability Claims.
- (5) 3.5% increase in contracted services.
- (6) Other Post Retirement Benefits (OPEB) is shared among all funds, including Sewer Fund.
- (7) Fund balance earmarked for sewer operations and capital improvements per the City's Sewer Master Plan.
- (8) 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 (0043)**

	5-Year Long-Term Projection					Notes
	2018-19	2019-20	2020-21	2021-22	2022-23	
<b>Beginning Unrestricted - Net Position</b>	\$578,390	\$309,706	(\$285,094)	(\$812,394)	(\$1,294,194)	
<b>Revenues:</b>						
Refuse Fees	5,800,000	5,800,000	6,148,000	6,517,000	6,908,000	(1)
Waste Management Fees	280,000	280,000	288,000	297,000	306,000	
<b>Total Revenues</b>	<b>6,080,000</b>	<b>6,080,000</b>	<b>6,436,000</b>	<b>6,814,000</b>	<b>7,214,000</b>	
<b>Expenditures:</b>						
Salaries & Benefits	858,730	906,000	956,000	1,009,000	1,064,000	(2)
Maintenance & Operation	141,180	145,000	149,000	153,000	158,000	(3)
Waste Reduction-AB 939	800	1,000	1,000	1,000	1,000	(4)
Refuse Pick-Up Contract	4,488,000	4,690,000	4,901,000	5,122,000	5,352,000	(4)
Other Contracted Services	85,219	88,000	91,000	94,000	97,000	(5)
Utilities	8,502	8,800	9,100	9,400	9,700	(6)
Vehicle Operating	6,753	7,000	7,200	7,400	7,600	(8)
NPDES	200,000	206,000	212,000	218,000	225,000	(9)
Small Capital						(10)
Capital Projects - Carryover						
OPEB Set Aside	100,000	150,000	150,000	180,000	180,000	
<b>Total Expenditures</b>	<b>6,348,684</b>	<b>6,674,800</b>	<b>6,963,300</b>	<b>7,295,800</b>	<b>7,611,300</b>	
<b>Ending Unrestricted Net Position</b>	<b>\$309,706</b>	<b>(\$285,094)</b>	<b>(\$812,394)</b>	<b>(\$1,294,194)</b>	<b>(\$1,691,494)</b>	
<b>Future Capital Projects:</b>						(10)

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

- (1) Amounts reflect Refuse rate increases.
- (2) 5.5% increase in salaries & benefits. (Reflecting higher pension costs from CalPERS)
- (3) 3% increase in maintenance, supplies and other operating costs.
- (4) 4.5% 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

**City of Monterey Park  
Five Years Financial Projection  
Auto Shop Fund (0060)**

	5-Year Long-Term Projection					Notes
	2018-19	2019-20	2020-21	2021-22	2022-23	
Beginning Unrestricted Net Position	\$2,009,744	\$1,790,830	\$1,475,028	\$1,215,458	\$1,015,777	
<b>Revenues:</b>						
Interfund Charges	1,966,000	2,101,895	2,228,000	2,362,000	2,504,000	
Fire Ladder Truck / Engines Financing	2,618,000					(10)
<b>Total Revenues</b>	<b>4,584,000</b>	<b>2,101,895</b>	<b>2,228,000</b>	<b>2,362,000</b>	<b>2,504,000</b>	
<b>Expenditures:</b>						
Salaries & Benefits	460,576	477,000	494,000	511,000	529,000	(1)
Maintenance & Operation	423,860	437,000	450,000	464,000	478,000	(2)
Contracted Services	26,000	27,000	28,000	29,000	30,000	(3)
Utilities	27,849	28,700	29,600	30,500	31,400	(4)
Admin Overhead	258,500	264,000	269,000	274,000	279,000	(5)
Fuel	400,000	412,000	424,000	437,000	450,000	(6)
Vehicle Leasing	75,000	86,000	99,000	114,000	131,000	(7)
Vehicle/Equipment Replacement	258,000	265,740	273,712	281,924	290,381	(8)
Debt Service	210,129	420,257	420,257	420,257	420,257	(9)
Small Capitals	45,000					
Fire Ladder Truck / Engines Financing	2,618,000					(10)
Capital Projects - Carryover						
<b>Total Expenditures</b>	<b>4,802,914</b>	<b>2,417,697</b>	<b>2,487,570</b>	<b>2,561,681</b>	<b>2,639,039</b>	
<b>Ending Unrestricted Net Position</b>	<b>\$1,790,830</b>	<b>\$1,475,028</b>	<b>\$1,215,458</b>	<b>\$1,015,777</b>	<b>\$880,738</b>	
<b>Future Capital Projects</b>			<b>\$650,000</b>			(11)
<b>Capital Assets, net of Accumulated Depreciation</b>	<b>\$911,141</b>	<b>\$3,556,500</b>	<b>\$3,663,200</b>	<b>\$3,773,100</b>	<b>\$3,886,300</b>	(12)

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

- (1) 3.5% increase in salaries & benefits.
- (2) 3% 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) Annual debt service costs for the one Fire Ladder Truck and two Fire Engines Financing - \$420,257, 7 years @ 3.189% interest rate. The financing period is from 3/2019 to 9/2025.
- (10) 2018-19 financing is made for the purchase of Fire Ladder Truck and 2 Engines \$2,618,000.
- (11) Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.
- (12) 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 (0061)**

	5-Year Long-Term Projection					Notes
	2018-19	2019-20	2020-21	2021-22	2022-23	
<b>Beginning Unrestricted Net Position</b>	\$2,269,003	\$2,154,080	\$2,059,580	\$2,468,580	\$2,880,580	
<b>Interfund Charges</b>	1,375,005	1,420,500	1,449,000	1,478,000	1,508,000	
<b>Total Revenues</b>	1,375,005	1,420,500	1,449,000	1,478,000	1,508,000	
<b>Expenditures:</b>						
Separation/Retirement	470,000	482,000	494,000	506,000	519,000	(1)
Fire Holiday Payout	189,928	195,000	200,000	205,000	210,000	
Leave Cashout	330,000	338,000	346,000	355,000	364,000	
Transfer to General Liability	500,000	500,000				
Transfer to Worker's Compensation						
<b>Total Expenditures</b>	1,489,928	1,515,000	1,040,000	1,066,000	1,093,000	
<b>Ending Unrestricted Net Position</b>	<u>\$2,154,080</u>	<u>\$2,059,580</u>	<u>\$2,468,580</u>	<u>\$2,880,580</u>	<u>\$3,295,580</u>	
<b>Outstanding Accrued Leave Liabilities Per 6/30/2018 CAFR</b>	\$5,657,126	\$5,799,000	\$5,944,000	\$6,093,000	\$6,245,000	(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 (0062)**

	2018-19	2019-20	2020-21	2021-22	2022-23	Notes
<b>Beginning Unrestricted Net Assets</b>	(\$2,667,911)	(\$3,192,927)	(\$3,325,927)	(\$3,223,927)	(\$2,809,927)	
<b>Revenues:</b>						
Interfund Charges	1,916,520	2,669,000	3,336,000	4,170,000	5,213,000	(1)
Transfer from Separation Benefits	500,000	500,000				
Midyear Transfer from General Fund			500,000	500,000	500,000	
<b>Total Revenues</b>	<b>2,416,520</b>	<b>3,169,000</b>	<b>3,836,000</b>	<b>4,670,000</b>	<b>5,713,000</b>	
<b>Expenditures:</b>						
Salaries & Benefits	124,561	131,000	138,000	146,000	154,000	(2)
Claims Administration	40,000	41,000	42,000	43,000	44,000	(3)
Insurance Premium	1,876,975	2,027,000	2,189,000	2,364,000	2,553,000	(3)
Legal Fees	250,000	258,000	266,000	274,000	282,000	(4)
Claims Expenses	650,000	845,000	1,099,000	1,429,000	1,858,000	(4)
Capital Projects - Carryover						
<b>Total Expenditures</b>	<b>2,941,536</b>	<b>3,302,000</b>	<b>3,734,000</b>	<b>4,256,000</b>	<b>4,891,000</b>	
<b>Ending Unrestricted Net Assets</b>	<b>(\$3,192,927)</b>	<b>(\$3,325,927)</b>	<b>(\$3,223,927)</b>	<b>(\$2,809,927)</b>	<b>(\$1,987,927)</b>	(5)
<b>Outstanding Liabilities :</b>						
Per 6/30/2018 CAFR						
Non-Current Claims	\$2,783,174	\$2,867,000	\$2,953,000	\$3,042,000	\$3,133,000	(6)
Estimated Potential Major Claims	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	
<b>Total Claims Liabilities</b>	<b>\$ 4,283,174</b>	<b>\$ 4,367,000</b>	<b>\$ 4,453,000</b>	<b>\$ 4,542,000</b>	<b>\$ 4,633,000</b>	

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

- (1) Interfund charges, effective 2019-20 and future years for 25%.
- (2) 5.5% increase in salaries & benefits.
- (3) 3% increase in claim administration services and 8% insurance premium.
- (4) 3% increase in legal fees and 30% claims expenses.
- (5) Reserve for outstanding liabilities.
- (6) 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 (0080)**

	5-Year Long-Term Projection					Notes
	2018-19	2019-20	2020-21	2021-22	2022-23	
Beginning Unrestricted Net Position	(\$5,141,546)	(\$5,354,184)	(\$5,417,268)	(\$5,515,543)	(\$5,684,712)	
<b>Revenues:</b>						
Interfund Charges	1,836,245	2,295,316	2,639,600	3,035,500	3,490,800	(1)
Midyear Transfer from General Fund						
<b>Total Revenues</b>	<b>1,836,245</b>	<b>2,295,316</b>	<b>2,639,600</b>	<b>3,035,500</b>	<b>3,490,800</b>	
<b>Expenditures:</b>						
Salaries & Benefits	139,868	147,600	155,700	164,300	173,300	(2)
Claims Administration	81,815	84,300	86,800	89,400	92,100	(3)
Legal Fees	140,000	144,000	148,000	152,000	157,000	(4)
Insurance Premium	577,200	595,000	613,000	631,000	650,000	(5)
Claims Expenses	1,110,000	1,387,500	1,734,375	2,167,969	2,709,961	(6)
<b>Total Expenditures</b>	<b>2,048,883</b>	<b>2,358,400</b>	<b>2,737,875</b>	<b>3,204,669</b>	<b>3,782,361</b>	
<b>Ending Unrestricted Net Assets</b>	<b><u>(\$5,354,184)</u></b>	<b><u>(\$5,417,268)</u></b>	<b><u>(\$5,515,543)</u></b>	<b><u>(\$5,684,712)</u></b>	<b><u>(\$5,976,273)</u></b>	(7)
<b>Outstanding Liabilities:</b>						
Per 6/30/2018 CAFR						
Non-Current Claims	\$8,212,772	\$8,459,000	\$8,713,000	\$8,974,000	\$9,243,000	(8)
Estimated Potential Major Claims	500,000	500,000	500,000	500,000	500,000	
<b>Total Claims Liabilities</b>	<b><u>\$ 8,712,772</u></b>	<b><u>\$ 8,959,000</u></b>	<b><u>\$ 9,213,000</u></b>	<b><u>\$ 9,474,000</u></b>	<b><u>\$ 9,743,000</u></b>	

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

- (1) Interfund charges, starting 2019-20 and future years for 15%.
- (2) 5.5% increase in salaries & benefits.
- (3) 3% increase in claim administration services.
- (4) 3% increase in legal fees.
- (5) 3% increase in insurance premiums.
- (6) 25% 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 (0063)**

	5-Year Long-Term Projection					Notes
	2018-19	2019-20	2020-21	2021-22	2022-23	
<b>Beginning Unrestricted Net Position</b>	<b>\$1,105,559</b>	<b>\$605,301</b>	<b>\$548,301</b>	<b>\$569,901</b>	<b>\$567,901</b>	
<b>Revenues:</b>						
<b>Interfund Charges</b>	239,241	441,500	450,000	460,000	470,000	(1)
<b>Total Revenues</b>	<b>239,241</b>	<b>441,500</b>	<b>450,000</b>	<b>460,000</b>	<b>470,000</b>	
<b>Expenditures:</b>						
<b>Salaries &amp; Benefits</b>	135,018	148,500	163,400	179,700	197,700	(2)
<b>Maintenance &amp; Operation</b>	14,500	100,000	115,000	132,300	152,100	(3)
<b>Capital Projects</b>	589,981	250,000	150,000	150,000	150,000	(4)
<b>Small Capitals</b>						
<b>Total Expenditures</b>	<b>739,499</b>	<b>498,500</b>	<b>428,400</b>	<b>462,000</b>	<b>499,800</b>	
<b>Ending Unrestricted Net Position</b>	<b>\$605,301</b>	<b>\$548,301</b>	<b>\$569,901</b>	<b>\$567,901</b>	<b>\$538,101</b>	(5)
<b>Future Capital Projects</b>						(4)
<b>Capital Assets, net of Accumulated Depreciation</b>	<b>\$363,716</b>	<b>\$374,627</b>	<b>\$385,866</b>	<b>\$397,442</b>	<b>\$409,366</b>	(6)

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

- (1) Interfund charges are projected to be more due to the new ERP System implementations.
- (2) 10% increase in salaries & benefits.
- (3) 15% increase in maintenance, supplies and other operating costs.
- (4) Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.
- (5) Reserved for computer system and telephone system replacement.
- (6) Valuation of fixed assets based on historical costs. Estimated increase is 3% per year.

**City of Monterey Park  
Five Years Financial Projection  
OPEB Internal Service Fund (0064)**

	2018-19	2019-20	2020-21	2021-22	2022-23	Notes
<b>Beginning Unrestricted Net Position</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Revenues:</b>						
<b>OPEB Set-Aside</b>	950,000	950,000	1,050,000	1,050,000	1,050,000	(1)
<b>Total Revenues</b>	950,000	950,000	1,050,000	1,050,000	1,050,000	
<b>Expenditures:</b>						
<b>Transfer to CERBT Trust</b>	950,000	950,000	1,050,000	1,050,000	1,050,000	(2)
<b>Total Expenditures</b>	950,000	950,000	1,050,000	1,050,000	1,050,000	
<b>Ending Unrestricted Net Position</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

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

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



CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
FISCAL YEAR 2018-2019 TO 2022-2023

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	PROJECT TOTAL
<b>GENERAL ADMINISTRATION</b>								
Citywide Geographic Information System (GIS) IT Infrastructure/Applications:								
Water		Water Operation			30,000			30,000
Public Safety System		Law Enforcement / Fire DIF			300,000			300,000
Public Works/Maintenance		General Fund			60,000			60,000
City IT System Replacement/Upgrade								
Network Switch Replacements (City Hall, Fire Station 61, & Library)	0063-5002-99073	Technology	85,000					85,000
ERP System, Network Equipment, & Consultant	0063-5002-99055	Technology	234,261	100,000	100,000	150,000	150,000	734,261
	0063-5004-99055	Technology	672,055					672,055
	0063-5002-99072	Technology	270,720					270,720
City IT Emergency / Master Plan	0063-5004-99062	Technology	50,000					50,000
City Manager / City Council Area Safety Improvement	0010-5002-99025	General Fund	40,000					40,000
City Hall Enhancements	0010-5004-99021 0169-5004-99021	General Fund CDBG	420,948 100,000					420,948 100,000
<b>TOTAL GENERAL ADMINISTRATION</b>			<b>1,872,984</b>	<b>100,000</b>	<b>490,000</b>	<b>150,000</b>	<b>150,000</b>	<b>2,762,984</b>
FUNDING RECAP :								
CDBG			100,000	0	0	0	0	100,000
General Fund			460,948	0	60,000	0	0	520,948
Law Enforcement / Fire DIF			0	0	300,000	0	0	300,000
Technology			1,312,036	100,000	100,000	150,000	150,000	1,812,036
Water Operation			0	0	30,000	0	0	30,000
<b>TOTAL GENERAL ADMINISTRATION</b>			<b>1,872,984</b>	<b>100,000</b>	<b>490,000</b>	<b>150,000</b>	<b>150,000</b>	<b>2,762,984</b>

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 FISCAL YEAR 2018-2019 TO 2022-2023

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	PROJECT TOTAL
<b>COMMUNITY / ECONOMIC DEVELOPMENT DEPARTMENT</b>								
Comprehensive General Plan Update	0352-5002-99026	General Plan Trust Fund	400,000	300,000				700,000
Downtown Improvement	0010-5004-96084	General Fund	916,760					916,760
Accela Automation Update & Revision	0010-5002-99069	General Fund	200,000					200,000
	0063-5002-99069	Technology	126,000					126,000
<b>TOTAL COMMUNITY / ECO DEVELOPMENT DEPARTMENT</b>								
			1,642,760	300,000	0	0	0	1,942,760
<b>FUNDING RECAP :</b>								
General Plan Trust Fund			400,000	300,000	0	0	0	700,000
General Fund			1,116,760	0	0	0	0	1,116,760
Technology			126,000	0	0	0	0	126,000
<b>TOTAL COMMUNITY / ECO DEVELOPMENT DEPARTMENT</b>								
			1,642,760	300,000	0	0	0	1,942,760

CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
FISCAL YEAR 2018-2019 TO 2022-2023

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	PROJECT TOTAL
<b>FIRE DEPARTMENT</b>								
Station 61 & 62 - 2 Fire Engines & 1 Fire Ladder Truck	0060-5002-99732	Financing	2,618,000					2,618,000
Station 61 - Remodeling	0071-5004-99728	Law Enforcement / Fire DIF	420,521					420,521
Station 61 - New Fire Engine		Law Enforcement / Fire DIF		150,000				150,000
Station 61 - New Paramedic Ambulance		Law Enforcement / Fire DIF				100,000		100,000
Station 62 - New Fire Station Construction	0010-5004-99730	General Fund Law Enforcement / Fire DIF	4,732,960		200,000			4,732,960 200,000
Station 62 - New Fire Station Design	0010-5004-90650	General Fund	16,566					16,566
Station 62 - New Paramedic Ambulance		Law Enforcement / Fire DIF				100,000		100,000
Station 63 - Sidewalk & Slope Repairs (Design Phase Only)	0010-5001-91959	General Fund	15,000					15,000
Zoll E-Series Cardiac Defibrillator		Law Enforcement / fire DIF General Fund		20,000 20,000	21,000 21,000	22,000 22,000	22,000 22,000	85,000 85,000
2016 UASI Fire Equipment	0470-5002-99731	Urban Area Initiative Grant - 2016	77,493					77,493
Fire Protective Equipment		Law Enforcement / Fire DIF		60,000	60,000			120,000
<b>TOTAL FIRE DEPARTMENT</b>			<b>7,880,540</b>	<b>100,000</b>	<b>452,000</b>	<b>144,000</b>	<b>144,000</b>	<b>8,720,540</b>
<b>FUNDING RECAP :</b>								
General Fund			4,764,526	20,000	21,000	22,000	22,000	4,849,526
Financing			2,618,000	0	0	0	0	2,618,000
Urban Area Initiative Grant - 2016			77,493	0	0	0	0	77,493
Law Enforcement / Fire DIF			420,521	80,000	431,000	122,000	122,000	1,175,521
Shop			0	0	0	0	0	0
<b>TOTAL FIRE DEPARTMENT</b>			<b>7,880,540</b>	<b>100,000</b>	<b>452,000</b>	<b>144,000</b>	<b>144,000</b>	<b>8,720,540</b>

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 FISCAL YEAR 2018-2019 TO 2022-2023

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	PROJECT TOTAL
<b>POLICE DEPARTMENT</b>								
CalOES 9-1-1 Phone System Upgrade	0472-5002-99329	CalOES Customer Premise Equipment Grant	287,000					287,000
Police Locker Room Remodel	0010-5004-96089	General Fund	754,426					754,426
CAD / RMS System Upgrades	0010-5004-99067	General Fund Law Enforcement / Fire DIF	80,074		250,000			80,074 250,000
Police Record Purging / Scanning	0063-5004-99068	Technology	53,843					53,843
Mobile Vision Flashback 3 System (Body Camera & In Car System)	0010-5004-99321	General Fund Law Enforcement / Fire DIF	88,323	100,000 260,000	160,000			188,323 420,000
Mobile Data Computer	0160-5004-99323	Asset Forfeiture	31,000					31,000
Duty Pistols Replacement	0010-5004-99324	General Fund	63,000					63,000
2016 UASI Protective Equipment	0470-5004-99325	Urban Area Initiative Grant - 2016	15,927					15,927
Interoperable Radio Communications System	0470-5004-99326	Urban Area Initiative Grant - 2016 Financing	23,609		1,700,000			23,609 1,700,000
Police Specialty Equipment		Law Enforcement / Fire DIF		200,000				200,000
UASI Protective Equipment		Urban Area Initiative Grant		42,500				42,500
Total Station / 3D Scanner		General Fund				70,000		70,000
SRT Equipment Truck Upgrade		Law Enforcement / Fire DIF		60,000				60,000
Paint, Furniture, and Carpet for Records		General Fund		70,000				70,000
Furniture and Carpet for Detectives		General Fund		40,000				40,000
Jail Camera System		Asset Forfeiture Law Enforcement / Fire DIF			175,000 175,000			175,000 175,000
Armored Vehicle		Asset Forfeiture					300,000	300,000
<b>TOTAL POLICE DEPARTMENT</b>			<b>1,397,202</b>	<b>772,500</b>	<b>2,460,000</b>	<b>70,000</b>	<b>300,000</b>	<b>4,999,702</b>

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 FISCAL YEAR 2018-2019 TO 2022-2023

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	PROJECT TOTAL
FUNDING RECAP :								
Asset Forfeiture			31,000	0	175,000	0	300,000	506,000
CalOES Customer Premise Equipment Grant			287,000	0	0	0	0	287,000
General Fund			985,823	210,000	0	70,000	0	1,265,823
Law Enforcement / Fire DIF			0	520,000	585,000	0	0	1,105,000
Technology			53,843	0	0	0	0	53,843
Urban Area Initiative Grant - 2016			39,536	0	0	0	0	39,536
Urban Area Initiative Grant			0	42,500	0	0	0	42,500
Financing			0	0	1,700,000	0	0	1,700,000
<b>TOTAL POLICE DEPARTMENT</b>			<b>1,397,202</b>	<b>772,500</b>	<b>2,460,000</b>	<b>70,000</b>	<b>300,000</b>	<b>4,999,702</b>

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 FISCAL YEAR 2018-2019 TO 2022-2023

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	PROJECT TOTAL
<b>RECREATION / COMMUNITY SERVICES DEPARTMENT</b>								
MPK-TV Mobile Video Equipment	0351-5002-91802	Video Service Franchise Trust	35,000				35,000	70,000
MPK - TV Master Control Upgrade	0351-5004-91753	Video Service Franchise Trust	75,000					75,000
Langley Center Enhancements	0010-5004-91746	General Fund	27,202					27,202
<b>TOTAL RECREATION / COMMUNITY SERVICES DEPARTMENT</b>								
			137,202	0	0	0	35,000	172,202
<b>FUNDING RECAP :</b>								
General Fund			27,202	0	0	0	0	27,202
Video Service Franchise Trust			110,000	0	0	0	35,000	145,000
<b>TOTAL RECREATION / COMMUNITY SERVICES DEPARTMENT</b>								
			137,202	0	0	0	35,000	172,202

CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
FISCAL YEAR 2018-2019 TO 2022-2023

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	PROJECT TOTAL
<b>PUBLIC WORKS DEPARTMENT - PARKS</b>								
<b>Barnes Park:</b>								
Playground Equipment & Surface Enhancement	0070-5002-91801	Parks / Public / Aquatic DIF	280,000					280,000
Barnes Pool Rehabilitation	0010-5004-91738	General Fund	7,338					7,338
Barnes Playground Rubberized	0070-5004-91748	Parks / Public / Aquatic DIF	170,100					170,100
Amphitheater Seating / ADA	0010-5004-91752	General Fund	50,000					50,000
<b>Bella Vista Park:</b>								
Bella Vista Playground Rubberized		Parks / Public / Aquatic DIF		40,000	40,000			40,000
Playground Equipment Replacement		Parks / Public / Aquatic DIF						40,000
<b>Edison Trails Park:</b>								
Edison Trails Playground Rubberized		Parks / Public / Aquatic DIF		40,000	60,000			60,000
Playground Equipment Replacement		Parks / Public / Aquatic DIF						40,000
<b>Garvey Ranch Park :</b>								
East End Future Development		Parks / Public / Aquatic DIF			250,000			250,000
Garvey Ranch Playground Rubberized		Parks / Public / Aquatic DIF			100,000		50,000	150,000
Playground Equipment Replacement		Parks / Public / Aquatic DIF		250,000	100,000	100,000		450,000
<b>George Elder Park:</b>								
3 Sail Covers for Small Picnic Table Slabs		Parks / Public / Aquatic DIF		20,000				20,000
<b>Highlands Park:</b>								
George Elder Playground Rubberized		Parks / Public / Aquatic DIF		90,000				90,000
Playground Equipment Replacement		Parks / Public / Aquatic DIF		140,000				140,000
<b>Sequoia Park:</b>								
Sequoia Playground Rubberized		Parks / Public / Aquatic DIF			200,000	50,000		250,000
Playground Equipment Enhancement		Parks / Public / Aquatic DIF				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 2018-2019 TO 2022-2023

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	PROJECT TOTAL
<b>Various Parks:</b>								
	0075-0075-09290	Trust	26,000					21,125
	0010-5002-91800	General Fund		21,125				35,000
	0070-5002-91800	Parks / Public / Aquatic DIF	15,000	20,000				15,000
	0504-5004-91800	NFC Fitness Grant	15,000					
<b>Fumigation/ Rehab Facilities</b>	0070-5004-96068	Parks / Public / Aquatic DIF	47,500					47,500
<b>Parks Restrooms Roof Updates</b>		Parks / Public / Aquatic DIF		50,000	50,000		50,000	150,000
<b>On Going Projects :</b>								
<b>Tree Well Maintenance</b>	0176-5002-91590	Maintenance District	5,000	5,000	6,000	7,000	8,000	31,000
<b>Specialty Restaurant / Golf Course Maintenance</b>	0344-5002-99290	Maintenance Grant (Trust)	75,000	80,000	85,000	90,000	95,000	425,000
	0344-5004-99290	Maintenance Grant (Trust)	13,833					13,833
<b>TOTAL PUBLIC WORKS DEPARTMENT - PARKS</b>			<b>729,771</b>	<b>756,125</b>	<b>891,000</b>	<b>347,000</b>	<b>303,000</b>	<b>3,000,896</b>
<b>FUNDING RECAP :</b>								
General Fund			82,338	21,125	0	0	0	103,463
Maintenance District			5,000	5,000	6,000	7,000	8,000	31,000
NFC Fitness Grant			15,000	0	0	0	0	15,000
Parks / Public / Aquatic DIF			512,600	650,000	800,000	250,000	200,000	2,412,600
Maintenance Grant (Trust)			88,833	80,000	85,000	90,000	95,000	438,833
Trust (0075)			26,000	0	0	0	0	26,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - PARKS</b>			<b>729,771</b>	<b>756,125</b>	<b>891,000</b>	<b>347,000</b>	<b>303,000</b>	<b>3,026,896</b>

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 FISCAL YEAR 2018-2019 TO 2022-2023

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	PROJECT TOTAL
<b>PUBLIC WORKS DEPARTMENT - MAINTENANCE</b>								
Vagabond Retaining Wall Repair	0010-5004-96095	General Fund	44,360					44,360
Dual Post Vehicle / Equipment Hoist	0042-5004-96096	Sewer	40,000					40,000
	0043-5004-96096	Refuse	20,000					20,000
	0060-5004-96096	Shop	85,000					85,000
	0092-5004-96096	Water Operation	40,000					40,000
	0093-5004-96096	Water Treatment	40,000					40,000
City Yard Design and Architecture	0010-5004-96102	General Fund	50,000					50,000
	0042-5004-96102	Sewer	100,000					100,000
	0060-5004-96102	Shop	100,000					100,000
	0092-5004-96102	Water Operation	50,000					50,000
On Going Projects :								
Median Maintenance		Maintenance District		20,000	30,000	30,000	40,000	120,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - MAINTENANCE</b>			<b>569,360</b>	<b>20,000</b>	<b>30,000</b>	<b>30,000</b>	<b>40,000</b>	<b>689,360</b>
<b>FUNDING RECAP :</b>								
General Fund			94,360	0	0	0	0	94,360
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			90,000	0	0	0	0	90,000
Water Treatment			40,000	0	0	0	0	40,000
Maintenance District			0	20,000	30,000	30,000	40,000	120,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - MAINTENANCE</b>			<b>569,360</b>	<b>20,000</b>	<b>30,000</b>	<b>30,000</b>	<b>40,000</b>	<b>689,360</b>

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 FISCAL YEAR 2018-2019 TO 2022-2023

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	PROJECT TOTAL
<b>PUBLIC WORKS DEPARTMENT - SANITARY SEWER</b>								
<i>Sanitary Sewer (per the Sewer Master Plan updated January 2014)</i>								
Sewer Master Plan	0042-5002-96103	Sewer	100,000					100,000
N. Atlantic Blvd Water and Sewer System Improvements	0042-5002-82266	Sewer	1,000,000					1,000,000
	0092-4224-82266	Water Operation	1,100,000					1,100,000
Garvey Reservoir Drainage Improvements	0042-5001-91962	Sewer	280,000					280,000
Annual CCTV Sewer Videotaping	0042-5003-91941	Sewer	150,000	155,000	160,000	165,000	170,000	800,000
Cured-in Place Pipe Relining / Sewer Spot Repairs - Various Locations		Sewer		570,400	567,700	794,600	732,400	2,665,100
Pipeline Replacement - Various Locations	0042-5003-91942	Sewer	930,395	333,600	115,600	474,000	424,700	2,278,295
<b>TOTAL PUBLIC WORKS DEPARTMENT - SANITARY SEWER</b>			<b>3,560,395</b>	<b>1,059,000</b>	<b>843,300</b>	<b>1,433,600</b>	<b>1,327,100</b>	<b>8,223,395</b>
FUNDING RECAP :								
Sewer			2,460,395	1,059,000	843,300	1,433,600	1,327,100	7,123,395
Water Operation			1,100,000	0	0	0	0	1,100,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - SANITARY SEWER</b>			<b>3,560,395</b>	<b>1,059,000</b>	<b>843,300</b>	<b>1,433,600</b>	<b>1,327,100</b>	<b>8,223,395</b>

CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
FISCAL YEAR 2018-2019 TO 2022-2023

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	PROJECT TOTAL
<b>PUBLIC WORKS DEPARTMENT - ENGINEERING</b>								
Sidewalk Construction		Bike Route Measure R		35,000 72,000	40,000 75,000	45,000 78,000	45,000 78,000	165,000 303,000
Localized Pavement Repairs		Measure R Water Operation		50,000 120,000	50,000 140,000	50,000 140,000	50,000 140,000	200,000 540,000
CNG Compressor Fueling System	0165-5002-96067 0165-5004-96067 0109-5002-96067	AQMD AQMD Proposition A	71,172 32,172 104,256	71,172 104,256	43,857			142,344 32,172 252,369
Traffic Calming Measures - Citywide		Gas Tax		25,000	25,000	25,000	25,000	100,000
Traffic Signal Improvements at Garfield-Grandridge/Graves	0166-5001-91960	Proposition C	250,000					250,000
Traffic Signal Battery Backup Replacement		Measure R		30,000	35,000	35,000	35,000	135,000
Slurry Seal of Various Streets		Measure R		100,000	150,000	150,000	150,000	550,000
Pavement Management Program Update	0112-5001-89100	Measure M	50,000					50,000
Various Street Resurfacing	0024-5001-91943 0110-5003-91943 0421-5003-91943	RMRA (SB1) Measure R Rubberized Pavement Grant	1,023,000 246,198 120,000	250,000	250,000	250,000	250,000	2,023,000 246,198 120,000
Monterey Pass Road Bike Project	0459-5003-91957 0110-5003-91957	MTA Monterey Pass Road Bike Grant Measure R Proposition A Gas Tax Water Operation	159,989 159,543	1,830,579 137,398 750,000 600,000				1,990,568 296,941 750,000 800,000 143,626
Potrero Grande Improvements	0010-5001-91950	General Committed Reserve	3,600,000					3,600,000
ADA Wheelchair Access Ramps / Sidewalk Reconstruction	0023-5001-91945 0023-5003-91945 0110-5003-91945 0169-5001-91945	Bike Route Bike Route Measure R CDBG	30,715 50,000 80,000 100,000	80,000		100,000		210,715 50,000 410,000 100,000
Storm Drain Repairs	0110-5003-91946	Measure R	96,377					96,377
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
Traffic Signal Improvements at Potrero Grande/Market Place	0010-5003-91951 0069-5003-91951	General Fund Circulation System DIF	250,000	65,000				250,000 65,000

CITY OF MONTEREY PARK  
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
FISCAL YEAR 2018-2019 TO 2022-2023

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	PROJECT TOTAL
Curb Address Painting	0010-5002-96104	General Fund	33,618					33,618
Downtown traffic Signal Improvement	0110-5003-91754	Measure R	13,714					13,714
	0456-5003-91754	Highway Safety Improvement Program	312,160					312,160
Various Traffic Signal Upgrades / Repairs	0069-5003-91924	Circulation system DIF		65,000				65,000
	0166-5003-91924	Proposition C	230,000					230,000
Parking 1 Improvement	0421-5003-91931	Rubberized Pavement Grant	42,950					42,950
Dial-A-Ride Route Software	0109-5004-91745	Proposition A	31,198					31,198
Dial-A-Ride and Bus Purchase	0109-5004-96066	Proposition A	71,919					71,919
Bike Lane Construction	0450-5004-96070	MTA Bike Lane Construction	233,034					233,034
Solid Waste Contract	0043-5004-96071	Refuse	80,680					80,680
Alley Improvement		Measure R		130,000				130,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - ENGINEERING</b>			<b>7,818,202</b>	<b>4,665,405</b>	<b>1,152,483</b>	<b>1,053,000</b>	<b>773,000</b>	<b>15,462,090</b>
<b>FUNDING RECAP :</b>								
AQMD			103,344	71,172	0	0	0	174,516
CDBG			100,000	0	0	0	0	100,000
Circulation System DIF			0	130,000	0	0	0	130,000
Gas Tax			0	625,000	225,000	25,000	25,000	900,000
General Fund			374,449	0	0	0	0	374,449
General Committed Reserve			3,600,000	0	0	0	0	3,600,000
Highway Safety Improvement Program			312,160	0	0	0	0	312,160
Proposition A			207,373	854,256	43,857	0	0	1,105,486
Proposition C			480,000	0	0	0	0	480,000
Refuse			80,680	0	0	0	0	80,680
Bike Route			80,715	115,000	40,000	145,000	45,000	425,715
Water Operation			0	120,000	283,626	140,000	140,000	683,626
Measure R			850,508	669,398	310,000	493,000	313,000	2,635,906
Measure M			50,000	0	0	0	0	50,000
MTA Bike Lane Construction			233,034	0	0	0	0	233,034
MTA Monterey Pass Road Bike Grant			159,989	1,830,579	0	0	0	1,990,568
Rubberized Pavement Grant			162,950	0	0	0	0	162,950
RMRA (SB1)			1,023,000	250,000	250,000	250,000	250,000	2,023,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - ENGINEERING</b>			<b>7,818,202</b>	<b>4,665,405</b>	<b>1,152,483</b>	<b>1,053,000</b>	<b>773,000</b>	<b>15,462,090</b>

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 FISCAL YEAR 2018-2019 TO 2022-2023

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	PROJECT TOTAL
<b>PUBLIC WORKS DEPARTMENT - WATER</b>								
<i>Water Division (per the Water Master Plan updated April 2012)</i>								
<u>On-Going Projects:</u>								
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		400,000	400,000	400,000	400,000	1,600,000
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	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000
<u>Groundwater Treatment Projects:</u>								
Groundwater Treatment System	0093-4225-82259	Water Treatment	332,834					332,834
<u>Water Main Replacement Projects:</u>								
Water Main Replacement		Water Operation		1,000,000	1,000,000	1,000,000	1,000,000	4,000,000
<u>Water Operational Projects:</u>								
Pilot Mobile Workforce System	0092-4225-82261	Water Operation	10,000					10,000
Emergency Portable Pump	0093-4225-82262	Water Treatment	115,000					115,000
2017 Water Master Plan	0092-4225-82263	Water Operation	100,000					100,000
Seismic Retrofit Main Lines that cross Alhambra Wash	0092-4225-82264	Water Operation	75,000	150,000	150,000	150,000	150,000	675,000
Russell Reservoir Construction and Booster Pump Replacement		Water Operation			5,000,000	1,000,000		6,000,000

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 FISCAL YEAR 2018-2019 TO 2022-2023

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	PROJECT TOTAL
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>1,632,834</b>	<b>10,790,000</b>	<b>15,230,000</b>	<b>3,750,000</b>	<b>2,765,000</b>	<b>34,167,834</b>
<b>FUNDING RECAP:</b>								
Water Operation			1,185,000	4,715,000	9,730,000	3,750,000	2,765,000	22,145,000
Water Treatment			447,834	0	0	0	0	447,834
Water Financing			0	6,075,000	5,500,000	0	0	11,575,000
<b>TOTAL PUBLIC WORKS DEPARTMENT - WATER</b>			<b>1,632,834</b>	<b>10,790,000</b>	<b>15,230,000</b>	<b>3,750,000</b>	<b>2,765,000</b>	<b>34,167,834</b>

CITY OF MONTEREY PARK  
 PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
 FISCAL YEAR 2018-2019 TO 2022-2023

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	PROJECT TOTAL
		AQMD	103,344	71,172	0	0	0	174,516
		Asset Forfeiture	31,000	0	175,000	0	300,000	506,000
		Bike Route	80,715	115,000	40,000	145,000	45,000	425,715
		CalOES Customer Premise Equipment Grant	287,000	0	0	0	0	287,000
		CDBG	200,000	0	0	0	0	200,000
		Circulation System DIF	0	130,000	0	0	0	130,000
		Financing	2,618,000	0	1,700,000	0	0	4,318,000
		Gas Tax (State)	0	625,000	225,000	25,000	25,000	900,000
		General Fund	7,906,406	251,125	81,000	92,000	22,000	8,352,531
		General Committed Reserve	3,600,000	0	0	0	0	3,600,000
		General Plan Trust Fund	400,000	300,000	0	0	0	700,000
		Highway Safety Improvement Program	312,160	0	0	0	0	312,160
		Maintenance District	5,000	25,000	36,000	37,000	48,000	151,000
		Maintenance Grant (0344 Trust)	88,833	80,000	85,000	90,000	95,000	438,833
		Measure M	50,000	0	0	0	0	50,000
		Measure R	850,508	669,398	310,000	493,000	313,000	2,635,906
		MTA Bike Lane Construction	233,034	0	0	0	0	233,034
		MTA Monterey Pass Road Bike Grant	159,989	1,830,579	0	0	0	1,990,568
		NFC Fitness Grant	15,000	0	0	0	0	15,000
		Parks / Public / Aquatic DIF	512,600	650,000	800,000	250,000	200,000	2,412,600
		Proposition A	207,373	854,256	43,857	0	0	1,105,486
		Proposition C	480,000	0	0	0	0	480,000
		Law Enforcement / Fire DIF	420,521	600,000	1,316,000	122,000	122,000	2,580,521
		Refuse	100,680	0	0	0	0	100,680
		RMRA (SB1)	1,023,000	250,000	250,000	250,000	250,000	2,023,000
		Rubberized Pavement Grant	162,950	0	0	0	0	162,950
		Sewer	2,600,395	1,059,000	843,300	1,433,600	1,327,100	7,263,395
		Shop	185,000	0	0	0	0	185,000
		Technology	1,491,879	100,000	100,000	150,000	150,000	1,991,879
		Trust (0075)	26,000	0	0	0	0	26,000
		Urban Area Initiative Grant	0	42,500	0	0	0	42,500
		Urban Area Initiative Grant - 2016	117,029	0	0	0	0	117,029
		Video Service Franchise Trust	110,000	0	0	0	35,000	145,000
		Water Financing	0	6,075,000	5,500,000	0	0	11,575,000
		Water Operation	2,375,000	4,835,000	10,043,626	3,890,000	2,905,000	24,048,626
		Water Treatment	487,834	0	0	0	0	487,834
		<b>CITYWIDE TOTAL</b>	<b>27,241,250</b>	<b>18,563,030</b>	<b>21,548,783</b>	<b>6,977,600</b>	<b>5,837,100</b>	<b>80,167,763</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	600	176
Public Records Act Requests	170	51
Certificate Requests	1,100	312

**2018-2019 GOALS AND OBJECTIVES**

1. Goal: Improve Organizational Effectiveness and Efficiency: 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: Pending funding source. Staff is researching different storage and retrieval methods while pending the resources for securing a record management consultant.

2. Goal: Improve Organizational Effectiveness and Efficiency: Work with various departments on the city council chambers renovation.

Status: Pending direction whether to proceed with the project.

**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.	28	28
✓ Number of years received awards from GFOA for excellence in financial reporting.	30	30 (*)

(\*) Finance submitted the application for the 2017-2018 CAFR Award Program in December 2018 and expects to receipt the award in April 2019.

**2018-2019 GOALS AND OBJECTIVES**

1. Goal: Begin the task of upgrading the Finance System to be in line with new technologies (Enterprise Resource Planning System) as well as to migrate to the current version of the database server.  
  
Status: On 12/5 Council meeting, the ERP System was approved. This project will have a 2-year implementation process and Management Services will lead to have this project completed.
2. Goal: Analyze and monitor sales tax and property tax revenues generated from the Monterey Park Market Place projects.  
  
Status: The City and Montebello has agreed a sharing payment schedule. Finance staff has established worksheets to track and monitor Market Place revenues.
3. Goal: Implement new utility rates to improve and enhance City Water and Sewer infrastructure.  
  
Status: The project is currently in progress and staff plans to bring the staff report to the Council as soon as the project is done.

## Activity 1404 – Data Processing

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of new computers replaced/number of computers maintained	50/320	27/315
Major Programming Projects	4	2
Modifications/Enhancements to Existing Programs	30	15

### 2018-2019 GOALS AND OBJECTIVES

1. Goals: Complete RFP and select the new Enterprise Resource Planning (ERP) System; proceed with the implementation process.

Status: On December 5<sup>th</sup> Council meeting, the Council approved the Tyler ERP System. The implementation will begin when the contract is finalized.
2. Goals: Rewrite the direct assessment module to conform to the new Window environment and to take advantage of new database features.

Status: Estimated completion by mid February.
3. Goals: Conduct IT security audit and training for City employees.

Status: We will be working with Human Resources to pick a date first quarter 2019. This should be added as a requirement to be a City Employee. We plan to schedule in the Council Chambers for the training. There will be 2 to 3 sessions and each session lasts for two hours.

## Activity 1406 – Revenue Collections

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Business Licenses Issued	5,600	1,701
Utility Bills Mailed (Original and Delinquent)	87,150	41,575

### 2018-2019 GOALS AND OBJECTIVES

1. Goals: Complete the utility rate study for new water, sewer and solid waste and implement the new rates into the billing system.  
  
Status: In Process– The City and the contracted consulting firm, Raftelis Financial Consultants, are currently doing the study.
2. Goals: Develop an outreach program to inform residents about new kiosk payment system as well as online business license application process.  
  
Status: Completed – Staff published an article in the City's Cascades and also notified the customers via the mail and the kiosk payment system is being used 24 hours a day in the City Hall lobby and the online application process is working smoothly to efficiently process new applications as well as renewals of existing businesses.

## Activity 1407 – Support Services

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Purchase Orders Issued	750	296
GoMPK Submissions from residents and staff	6,000	3,258

**2018-2019 GOALS AND OBJECTIVES**

- 2. Goals: Continue to work with all departments with the enhanced purchasing and agreement process to yield the most timely and cost-effective system.

Status: In Progress- Council approved to enter into an agreement with Tyler Technologies for a new Enterprise Resource Planning system on December 5th, 2018. Staff will be working with Tyler and all departments to begin the conversion and implementation process once the agreement is executed.

**Activity 1408 – Communication/Duplication**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Mail Handled	360,000	201,075

**2018-2019 GOALS AND OBJECTIVES**

- 2. Goals: Work with Knight Communications to prepare City hardware and software to accommodate new City wide Enterprise Resource Planning (ERP) system.

Status: In Progress - Council approved the Enterprise Resource Planning system contract with Tyler Technologies and Knight Communications is currently working with staff to ensure all hardware and software are ready for the conversion and implementation process. This process will take approximately two years to be completed.

**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	\$75 million
✓ Interest Investment Earnings	\$600,000	\$426,002 <sup>(1)</sup>

(1) As of 12/31/2018

**2018-2019 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 2018-19 for the City was \$75 million, with an average yield of 2.213%. 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 1, 2018.

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 2017-18 Annual Investment Report was presented to the City Council on August 1, 2018.

**City of Monterey Park**  
**Community & Economic Development Department**  
**Mid Year Report**  
(Data as of 12/31/18)

**Activity 1701 – Planning Division**

**PROGRAM MEASUREMENTS**

	<u>Budget</u> <u>Projection</u>	<u>Year-to-Date</u>
<b>DISCRETIONARY APPLICATIONS</b>		
Code Amendments	3	0
Conditional Use Permits	8	8
General Plan Amendments	1	1
Modification to Specific Plan	1	0
Parcel Maps	4	3
Master Plan Related	0	0
Radius Map/Mailing	22	14
Tentative Tract Maps	0	2
Time Extensions	2	2
Variances	1	0
Zone Changes	1	2
<b>CEQA</b>		
Environmental Impact Reports	0	0
Negative Declarations	3	3
Categorical Exemptions	19	11
<b>DESIGN REVIEW</b>		
Signs	5	3
Remodels, No increase of floor area	3	0
Remodels, Increase of floor area	1	0
New Construction < 10,000 SF	3	2
New Construction > 10,000 SF	3	0
Landscaping	1	0
Single Family Residential	10	11
<b>ADMINISTRATIVE APPLICATIONS</b>		
Annual Review of CUPs/Variances		
Banners	45	32
Minor Departure	3	0
<u>Second Units Accessory Dwelling Unit (ADU)</u>	3	10
Site Plan Review	4	4
Temporary Use Permit	10	10
Traffic Study	1	0
Yard Sales	150	190
<b>PLAN CHECK</b>		
Process within 72 hours	100%	100%

**2018-2019 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: At the Monterey Park Market Place, construction is completed for Costco, Home Depot, Guitar Center, Chick-fil-A, and In-N-Out. PAD 1 and Retail B under construction and are nearing completion. Permits have been issued for Starbucks. MOD Pizza and America’s Best Eyeglasses are in plan check. The South Garfield Village median improvement work is completed.

2. Goal: Improve communitywide beautification: Report on the adequacy of the Comprehensive General Plan to the Planning Commission and City Council. Budget permitting, commence with an update to the General Plan followed by a zoning code update the subsequent year.

Status: On December 5, 2018, the City Council directed the City Manager to issue a Request for Proposal (RFP) for the General Plan Update Project. Proposals to the City will be due at the end of January 2019.

**Activity 1702 – Code Enforcement Division**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>INSPECTIONS(*)</b>		
Residential Inspections	4,116	1,890
Home Occupation	286	275
Commercial Inspections	126	58
Industrial Inspections*	<u>62</u>	<u>12</u>
Total Inspections	<b>4,591</b>	<b>2,235</b>

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

Complaints received and Investigated	2,200	1,480
Cases Clearance Rate	95%	95%
Volunteer Hours Donated	480	320
Administrative Citations	360	130

**2018-2019 GOALS AND OBJECTIVES**

1. Goal: Improve Organizational Effectiveness and Efficiency: Final Review to implement a Manual of Responsibility and Standard Operating Procedure (SOP) regarding related activities between the Code Enforcement Division and various City Departments.  
  
Status: The standard operating procedures are being reevaluated by the City Attorney’s office.
  
2. Goal: Improve Organizational Effectiveness and Efficiency: Streamline the Administrative Citation collection procedure.  
  
Status: The streamlining of this procedure will be evaluated once the Department retains a new Senior Clerk Typist.
  
3. Goal: Improve Organizational Effectiveness and Efficiency: The Division will improve the Code Enforcement component of the City’s Government Outreach (GoMPK) tracking system to upgrade its capabilities in recording relative information.  
  
Status: The Division lost two staff members in the first half of the fiscal year. Once the Lead Code Enforcement Officer position is filled, time will be devoted to upgrade the capabilities of GoMPK.

**Activity 1703 – Building Division**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>PERMITS</b>		
Building Permits:		
a. Residential, New	40	9
b. Residential, Add/Alter	280	220
c. Non-Residential, New	6	3
d. Non-Residential, Add/Alter	80	65
e. Miscellaneous	<u>160</u>	<u>50</u>
<b>Building Permits Total</b>	<b>566</b>	<b>347</b>
Electrical Permits	80	65
Mechanical Permits	50	62
Plumbing Permits	<u>60</u>	<u>63</u>
<b>All Permits Total</b>	<b>756</b>	<b>537</b>
<b>ANNUAL PERMIT VALUATION</b>	<b>30 mil.</b>	<b>31 mil.</b>
<b>PLAN CHECKS</b>		
<b>Total Number Processed</b>	<b><u>400</u></b>	<b><u>230</u></b>
Processed In-House	90%	87%
Contracted Out	10%	13%

## **INSPECTIONS**

Construction Inspections	6,000	4,100
Certificate of Occupancy	60	5
<b>All Inspections Total</b>	<b>6,060</b>	<b>4,105</b>

### **2018-2019 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: We have not been able to commence work on this due to budget constraint.

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: We have begun work with Accela on the re-examination and have identified a more urgent need to update the script language written for a specific run environment that automates the execution of permit expiration. An agreement has been executed to perform this task.

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

### **2018-2019 GOALS AND OBJECTIVES**

1. Goal: Improve organizational effectiveness and efficiency: Create a new economic development program and marketing strategy that is focused on business attraction and retention programs utilizing new technology.

Status: Economic Development staff is working with San Gabriel Valley Economic Partnership (SGVEP) and utilizing their SGV Economic power site to promote available properties in Monterey Park. Staff will continue to attend the International Council of Shopping Centers' (ICSC) Local and Regional meeting help with the new technology available in the commercial real estate field. Staff has also engaged the California Association for Local Economic Development (CALED) in the creation of a website for attracting and retention of businesses.

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 Monterey Park Economic Development Advisory Commission (EDAC) has held several meetings with regards to establishing a business improvement district

(BID) in the South Garfield area. There are plans to do door to door marketing starting in January 2019.

3. Goal: Improve communitywide beautification: Identify projects and programs designed to enhance downtown Monterey Park improving the areas financial base and aesthetic appeal.

Status: A banner program has been suggested by Business Improvement District Advisory Committee (BIDAC) members. Monument signs and fountain has been restored and will soon be operative. Attraction to the Downtown has been slowed by available space and owners willing to work with the City. We are currently working on a new concept in the mid-block of downtown.

### **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	45

#### **2018-2019 GOALS AND OBJECTIVES**

1. Goal: Improve Organizational Effectiveness: Promote fair housing through the Housing Rights Center by assisting approximately 120 Monterey Park residents with housing discrimination complaints or tenant and landlord counseling.

Status: City staff continues to refer residents to the services provided by the Housing Rights Center.

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

Status: Staff strives to ensure that all funding is compliant with the National Objectives.

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

#### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Residential Rehab Grant and Loan Program Participants	5	4

**2018-2019 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 promote and provide services through the Residential Rehab Grant and Loan Program to low and moderate income members of the community.
  
2. Goal: Improve communitywide beautification: Complete at least five (5) residential rehabilitation projects.  
  
Status: To date, there are four residential rehab projects underway with two additional projects in the pipeline.

**Activity 2207 – Affordable Housing Program**

**PROGRAM MEASUREMENTS**

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

**2018-2019 GOALS AND OBJECTIVES**

1. Goal: Achieve financial stability: Implement all goals as identified in the 2015-2020 Consolidated Plan.  
  
Status: 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 city-wide. Staff met with East to West Development Corporation, a new non-profit housing developer who is considering the City as a location to develop affordable housing.

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

**Activity 1801 – Human Resources Administration**

**PROGRAM MEASUREMENTS**

	<u>Fiscal Year Projection</u>	<u>Year-to-Date</u>
Budgeted FT Positions	302	302
Budgeted Part-time	54.67	54.67
Total Citywide FTE	363.67	363.67
Total Number of Competitive Service Positions Filled	59	35
Examinations Administered	43	24
Total Number of Applications Processed	5,000	3,200

**2018-2019 GOALS AND OBJECTIVES**

1. Goal: Complete MOU negotiations with five (5) sworn labor associations.  
Status: Complete two (2) negotiations with the larger Police and Fire groups. We continue to work to complete the remaining three (3).
  
2. Goal: Complete an updated Revision to the City's 2009 Rules and Regulation.  
Status: Revision to the City's 2009 Rules and Regulation underway. Anticipate completion is April 2019
  
3. Goal: Conduct a Fair Standards Labor Act Rate of Pay Audit  
Status: Audit underway. Anticipate completion is April 2019

## Activity 1802 – Risk Management Division

### PROGRAM MEASUREMENTS

<u>Liability Claims Filed</u>	<u>Budget Projection</u>	<u>Year-to-Date</u>
GENERAL GOVERNMENT	1	1
POLICE	7	5
FIRE	2	2
LIBRARY	0	0
MANAGEMENT SERVICES	1	1
RECREATION & COMMUNITY SERVICES	0	1
HUMAN RESOURCES	0	0
COMMUNITY DEVELOPMENT	0	2
PUBLIC WORKS	<u>14</u>	<u>7</u>
<b>TOTAL</b>	<b>25</b>	<b>19</b>

#### Workers' Compensation Claims Filed\*

GENERAL EMPLOYEES	1	0
POLICE	21	5
FIRE	9	4
LIBRARY	0	0
PUBLIC WORKS	6	1
RECREATION & COMMUNITY SERVICES	<u>2</u>	<u>1</u>
<b>TOTAL*</b>	<b>39</b>	<b>11</b>

\*Includes all claims that are OSHA recordable.

### 2018-2019 GOALS & OBJECTIVES

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

Status: Sworn Personnel employee's Ergonomic training completed. Field and Miscellaneous personnel tentatively scheduled for March-April 2019.

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.

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:	11,500	5,930
Total Number of Volunteers:		
Reserves Officers	19	19
Explorers	15	11
Records	1	1
MPEC	16	13
MPCP	17	15
Investigations	0	2
Animal Control	0	0
Chaplains	6	5

Formal Training Hours for all Personnel: 3,042 hours (YTD)

**2018-2019 GOALS AND OBJECTIVES**

1. Goal: In an effort to keep all sworn personnel current with their First Aid/C.P.R./A.E.D. certification, Training Bureau will schedule refresher training to keep all personnel in compliance. Recertification training is required every two years.  
  
Status: Training Bureau scheduled First Aid/C.P.R./A/E.D. trainings, with 38% of all sworn personnel completing the class. Of the remaining personnel, 25% have been scheduled for classes in January and the remaining 37% will complete the class by the end of the fiscal year.
  
2. Goal: In an effort to keep officer perishable skills up to date with current P.O.S.T. standards, Training Bureau will ensure sworn personnel below the rank of Sergeant attend driver's training and force options courses.  
  
Status: Training Bureau has achieved this goal, and all sworn personnel below the rank of Sergeant are in compliance with P.O.S.T. standards.

## Activity 3102-Traffic Bureau

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of Citations:		
Traffic	5,500	2,822
Parking	10,600	5,410
Traffic Collisions Incidents:		
Fatal	***	1
Injury	***	126
Non-Injury	***	275
Fatalities (actual)	***	1
Persons Injured	***	155
Number of Arrests: Drunk Drivers	90	47
% of Traffic Investigations Commenced within 3 Days	98%	98%
% Response on Citation Appeals/Complaints within 5 Days	100%	100%

### 2018-2019 GOALS AND OBJECTIVES

1.     Goal:     Traffic Bureau personnel will assess the “Valet Drop off Lanes” at those schools that currently utilize them. They will ensure the lanes are marked and being utilized properly. This will ensure the safety of the students and parents when dropping off their children at school.

       Status:    The schools with valet lanes were evaluated with school staff in early August. Sign replacement requests were sent. Each Principal was contacted and assistance with the Valet Lane was offered. Traffic Safety letters were delivered to every school. In September extra patrols and traffic enforcement at schools began. The patrols continue daily.
2.     Goal:     Traffic Bureau personnel will conduct monthly pedestrian enforcement operations in areas with a high number of pedestrian collisions resulting from violations made by pedestrians and drivers.

Status: Traffic Bureau personnel have conducted monthly pedestrian enforcement operations, which have resulted in 300 enforcement stops, 102 pedestrian citations, 162 drivers cited, and 1 bicyclist citation.

## **Activity 3103-Field Services**

### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Calls for Service		
Citizen Requests:	38,665	17,809
Officer Observed:	<u>18,880</u>	<u>9,352</u>
<b>Total Calls for Services</b>	<b>57,545</b>	<b>27,161</b>
Priority I (Emergency) Response Time (minutes/seconds):	4:30	4:15
Priority II Response Time	5:45	5:30
Priority III Response Time	9:11	8:52
Priority IV Response Time	5:50	6:14

- Priority I: Where danger to life and/or property is imminent, or a crime of a serious nature is in progress.  
**Examples:** (1) An armed robbery (2) A person shot
- Priority II: Where a threat to a person or property is possible, or a breach of the peace is occurring.  
**Examples:** (1) A trespass in progress (2) Disturbances caused by juveniles
- Priority III: Where there is no threat to life or property, and a delay would not cause undue harm to a citizen or property.  
**Examples:** (1) Theft with no suspect information (2) A lost property report
- Priority IV: Other routine calls for service.  
**Examples:** (1) Station details (2) Prisoner transport

### **2018-2019 GOALS AND OBJECTIVES**

1. Goal: In an effort to reduce/prevent residential/commercial burglaries, two patrol officers will be assigned to the Detective Bureau each 28 day deployment period.

These officers will be assigned to conduct directed patrol in high risk burglary areas under the direction of the Detective Bureau.

Status: Officers are assigned as patrol staffing permits, and 28% of patrol officers have been assigned to the Detective Bureau. The remaining officers will be assigned in the second half of the fiscal year.

2. Goal: In order to be properly prepared in the event of an emergency or active shooter at a school, the department will review and update the school response plans and provide training for schools as requested.

Status: All schools have been contacted and the emergency response plans have been updated. Training will be scheduled for those who request it.

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

#### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Part I Crimes Investigated	2,265	938
Part I Crime Clearance Rate	15%	16%
Suspected Child Abuse Reports Follow Up within One Business Day	100%	100%

#### **2018-2019 GOALS AND OBJECTIVES**

1. Goal: Conduct a 10% inventory of the Evidence and Property Room on a quarterly basis. This will ensure that we remain in compliance with standards and account for property and evidence.

Status: A complete inventory was made of the ramp evidence room which accounts for 50% of our total evidence and property. The ramp evidence room has been purged of all adjudicated case evidence, un-claimed property and bicycles.

2. Goal: The Crime Impact Team in conjunction with the Probation Department will conduct three probation compliance checks on suspects who are on probation for residential burglary and are high risk offenders.

Status: One Probation Department / MPPD compliance operation was completed in September. A second is scheduled for late January 2019 and a third is scheduled for April 2019.

## Activity 3111-Animal Services Bureau

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of Dog Bites Reported	12	10
Stray Animals Picked-Up	1,400	544
Warnings/Citations	125	54
Injured Animals	146	99
Dead Animals Picked-Up	500	250
Students in Educational Programs	140	22
Total Number of Volunteers: Animal Services	0	0
Response Time: Dead Animals (minutes/seconds)	6:30	9:42
Response Time: Injured/Sick Animals (minutes/seconds)	9:00	6:43
<u>Calls for Service:</u>		
Citizen Initiated	1,500	583
Calls Handled by L.A.C.D.A.C.C. *	45	36
Officer Observed	<u>770</u>	<u>297</u>
<u>Total calls for service:</u>	2,315	916

\*L.A.C.D.A.C.C. = Los Angeles County Department of Animal Care and Control

### 2018-2019 GOALS AND OBJECTIVES

1. Goal: Attend quarterly neighborhood watch meetings introduce coyote hazing and hazing methods to residents. Other animal related issues or concerns will also be discussed and effective ways to address them.
- Status: Animal Services Bureau personnel have attended two neighborhood watch meetings.

2. Goal: Attend patrol briefings to provide updated training regarding the importance of report taking for animal related incidents. Topics will include, but are not limited to bite reports, animal cruelty, and municipal code violations.

Status: The training curriculum has been developed and trainings will begin in January 2019.

### **Activity 3112-Communications Bureau**

#### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Police Service Calls:	38,665	17,809
Officer Observations:	<u>18,880</u>	<u>9,352</u>
<b>Total Police Service Calls:</b>	<b>57,545</b>	<b>27,161</b>
Animal Services Bureau Calls:	2,315	916
Priority I Dispatch Time Emergency (min/sec):	0:55	0:52
Priority II Dispatch Times Non-Emergency (min/sec):	4:00	4:10
Priority III Dispatch Times Non-Emergency (min/sec):	11:09	9:41
Priority IV Dispatch Times Non-Emergency (min/sec):	6:45	6:39

#### **2018-2019 GOALS AND OBJECTIVES**

1. Goal: In anticipation of the upgrade of the 9-1-1 phone system, Communications personnel will update all contact information and telephone numbers to ensure that all information that will be entered into the new phone systems database will be accurate and up to date.

Status: All dispatchers were assigned blocks of phone numbers to be updated. This goal has been completed.

2. Goal: Attend quarterly Neighborhood Watch Meetings. The purpose will be to educate residents on how to report a crime or emergency and what to expect when they dial 9-1-1 or call the police department for assistance.

Status: Dispatchers have participated in two Neighborhood Watch meetings. Dispatchers will attend two Neighborhood Watch meetings after the beginning of the year.

## Activity 3113- Jail Bureau

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Prisoners Booked: (Excluding fee-paying)	1,028	372
Fee-Paying Prisoners Booked	129	119
<b>Total Prisoners Booked</b>	<b>1,157</b>	<b>491</b>
Jail Revenue: Fee Paying	\$30,000	\$43,790
Prisoner Satisfaction Rating:	97%	98%

### 2018-2019 GOALS AND OBJECTIVES

- Goal: Bureau Personnel will hold quarterly meetings to ensure that they are kept current on policies and procedures. The meetings will be used to provide updated training and current case law pertaining to jails.

Status: Two meetings were held with two additional meetings scheduled for after the first of the year.
- Goal: Each jailer will participate in one patrol ride along. This will provide jail staff a better understanding on how officers in the field perform their duties as well as familiarizing them with the city's new development projects.

Status: Due to staffing shortages in the beginning of the fiscal year, the ride-a-longs will be scheduled after January.

## Activity 3114-Records Bureau

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Reports Processed:	5,800	2,680
Traffic Citations Processed:	5,500	2,822
Data Entry Completion	100%	98%

(within 7 days)

Complaints Processed for Court: 100% 100%  
(within 8 days)

### **2018-2019 GOALS AND OBJECTIVES**

1. Goal: Update the bureau's manuals and create help documents such as flow charts and check-off lists to be used while processing specific reports such as U-Visa applications and recently introduced mandates. This will improve efficiency and accuracy in these areas.

Status: Records Bureau personnel have updated all manuals making them readily accessible and more "user friendly" for improved efficiency. Help documents were also created for the processing of U-Visas.

2. Goal: Participate in quarterly training sessions focusing on tasks performed in the bureau, contemporaneous issues and new mandates. This will improve the quality of performance and maintain consistency within the Bureau.

Status: Records Bureau Personnel participated in three training sessions and reviewed all of the new and revised help documents developed thus far during the year. Special attention was given to the issue of parking citations due to the fact that the Police Department transitioned to a new parking citation processing center.

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

#### **2018-2019 GOALS AND OBJECTIVES**

1. Goal: Evaluate the police department's current IT systems and make recommendations on improving police department processes.

Status: Computer Services Bureau is continuing to evaluate the police department's IT systems.

2. Goal: 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: The E-Evidence computer system has not gone live with municipal agencies at this time. The Los Angeles County Sheriff's Department has not provided any further information regarding its implementation, but the Computer Services Bureau will continue to work with Evidence personnel once the system has been implemented.

## Activity 3120-Community Relations Bureau

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Tour of City Facilities:</b> (Number of persons)	500	127
Neighborhood Watch Groups:	78	72
Business Watch Groups:	70	65
Monterey Park Citizen Patrol (M.P.C.P.) Hours Volunteered:	3,400	1,360
Police Explorer Hours Volunteered:	2,300	1,605
Police Chaplain Hours Volunteered:	140	120

### 2018-2019 GOALS AND OBJECTIVES

1.     Goal:     The Mental Evaluation Team (MET) will provide all patrol teams with continued training on how to handle individuals suffering with mental illness, reporting procedures of 5150s, updated case law and policy. This will be done during briefings on a quarterly basis.  
  
           Status:   The MET has provided two training sessions to all patrol teams in the first half of this fiscal year.
  
2.     Goal:     The Problem Oriented Policing Team will provide patrol personnel with updated information regarding homeless issues within the community by attending briefing on a quarterly basis.  
  
           Status:   The Problem Oriented Policing Team has provided all patrol teams with two training sessions regarding homeless issues within the community during the first half of this fiscal year.

**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>	\$351,882	\$35,710

*Note: Fire Dept was approved for a budget modification of \$88,000 for 2016 UASI planning project. Fire Dept applied for 2019 SHSP grant funding of \$41,900 for equipment and \$13,194 for training, which is pending review and approval levels. Fire Department submitted a project list for 2016 SHSP Urban Search and Rescue (“USAR”) equipment, and is pending review approval levels.*

**2018-2019 GOALS AND OBJECTIVES**

1. Goal: Develop a depreciation schedule and five year projection for emergency communication enhancements and replacement. This projection will focus on interoperability and regional communications.

Status: Currently in progress and awaiting the CAD upgrade specification.

2. Goal: Implement a Standard Operational Guidelines (SOG) that focuses on emergency operations, mitigation strategies and regional resource deployments.

Status: Completed 50% of goal and currently reformatting document for publication.

## Activity 3205 – Fire Prevention

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Permits Received	1,650	70
Plans Received	625	425
Plan Re-Checks	125	184

#### Inspections by Fire Prevention:

New Construction	475	119
Fire Protection Systems	425	115
Commercial (includes C of O Clearance)	505	65
Industrial Waste (Restaurants)	193	150
State Mandated Facilities (Schools, Hospitals, Assemblies)	246	246
State Mandated Residential (Apartments)	833	195
Re-inspections and Investigations	825	542
Compliance/Investigations	<u>40</u>	<u>35</u>
Total Inspections	3,542	1,467

#### Cost Recovery Programs

Fire Inspections	\$136,000	\$11,474
Fire Plan Checks & Permits	147,000	\$140,307
Fire Response/Admin Citations	15,000	\$ -
Business Fire Inspections	52,000	\$17,656
Industrial Waste Permits	<u>140,000</u>	<u>\$98,770</u>
Total Revenue Collected	\$490,000	\$268,206

#### Performance Measurements:

Fiscal Year 2018-2019

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: This has been completed through a performance audit to help streamline operations to remove processing redundancy and start service with 3rd party billing system.

### **2018-2019 GOALS AND OBJECTIVES**

1. Goal: Digitize 20% of inspection records into an electronic format to be identified for destruction in accordance with the City’s Retention Schedule to centralize the depository of fire inspection reports.

Status: Currently in progress and researching vendors.

2. Goal: Enter into an agreement with a third-party web-based online reporting solution to allow for the electronic submission of Fire and Life Safety inspection and test reports. This will centralize the depository of inspection records for buildings in our city to reduce redundancy, enhance staff efficiency, and improve customer service.

Status: Currently in progress and researching vendors.

## **Activity 3210 – Emergency Operations**

### **PROGRAM MEASUREMENTS**

#### **EMERGENCY ACTIVITY SUMMARY**

<b><u>All Emergency Incidents</u></b>	<b>Budget <u>Projection</u></b>	<b><u>Year-To-Date</u></b>
Fire	800	210
EMS	4,161	1,602
Service	<u>242</u>	<u>89</u>
Total Emergency Incidents	5,203	1,901
<b><u>Automatic Aid/Mutual Aid</u></b>		
Auto Aid/Mutual Aid Provided	858	359
Auto Aid/Mutual Aid Received	<u>442</u>	<u>281</u>
Total Automatic/Mutual Aid	1,300	640

**Average Response Times**

*A measurement from dispatch until arrival on scene*

Fire	6:00	6:23
EMS	5:00	4:07
Service	5:30	5:52

**Average Turn-out Time**

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

Fire	1:30	2:32
EMS	1:15	1:43
Service	1:30	2:21

**Volunteer Hours**

Hours Donated by Reserves	9,923	5,000
Hours Donated by Explorers	<u>1,734</u>	<u>942</u>
Total Hours	11,657	5,942

**Non-emergency activity summary**

**Training Hrs – Non-Medical**

In-Service Training	26,886	13,457
Specialty Courses (Grant-funded)	<u>50</u>	<u>0</u>
Total Hours	26,936	13,457

**Performance Measurements:**

1. Goal: Train 50% of the department in the five Urban Search & Rescue core classes.  
Status: Currently trained 48% and anticipate to train five more staff members for a total of 58% to be trained by the end of the year.

**2018-2019 GOALS AND OBJECTIVES**

1. Goal: Enhance Urban Search & Rescue program for all department members. With the likelihood of a significant earthquake, all members of the department trained in this field would enhance response and recovery efforts.  
Status: Grants provided Urban Search & Rescue funding for replacement of outdated and worn out equipment through gap analysis for state required inventory and enhanced confined space search capabilities. Urban Search & Rescue team was deployed to two strike team deployments.

2. Goal: Develop and implement probationary firefighter training materials with emphasis on online video training and performance standards. These materials will be stored and accessed through our Learning Delivery System format Target Solutions™.

Status: In progress to enter into an agreement with a more cost effective vendor.

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

### **PROGRAM MEASUREMENTS**

<b><u>EMS Transports</u></b>	<b><u>Budget Projection</u></b>	<b><u>Year-to-Date</u></b>
No. Patient Transports	2,800	1,487
No. Patient Assessments (Aid On scene/Non-Transport)	600	266
No. Subscription Members Using Service	45	35

### **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 2018-2019**

- |   |     |
|---|-----|
| 1. Document cardiac arrest patient Citizen CPR prior to EMS arrival | 90% |
| 2. Documentation of stroke patients and emergency room destination  | 90% |
| 3. Documentation ST Elevation Myocardial Infarction (“STEMI”)       | 90% |

### **2018-2019 GOALS AND OBJECTIVES**

1. Goal: Develop and implement a probationary Emergency Medical Services module for new firefighters and paramedics. Including practical simulations and written testing proficiency.

Status: 50% completed as it is implemented into the new hire academy.

2. Goal: Implement a firefighter to paramedic training program that centers on preparing current fire reserves and firefighters for paramedic school.

Status: Completed and incorporated into existing continuing education program.

3. Goal: Continue to expand the “Vial of Life” program and “Sidewalk CPR” to include Public Service Announcements (PSA) that focus on health and wellness to include multiple languages.

Status: Participated in numerous public education events, handed out 500 additional Vials of Life, and completed public service announcements for the Vial of Life in 3 different languages in the first two quarters.

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

#### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Community Emergency Response Team “CERT”	70	30
Disaster Service Worker Training	75	30
Community Risk Locations identified and pre-planned	12	6

#### **Performance Measurement:**

1. Goal: 10% of CERT Training to be completed by CERT volunteer members who are certified CERT Instructors.

Status: Completed with first class. 3 CERT volunteer members assisted with training.

2. Goal: 25% of CERT curriculum will be online based

Status: Online program in development.

#### **2018-2019 GOALS AND OBJECTIVES**

1. Goal: Reevaluate, develop and implement new Local Hazard Mitigation Plan (LHMP), Emergency Operations Plan (EOP) to ensure they are current and reflective of Monterey Park emergency mitigation and planning efforts.

Status: Draft is completed and in process of editing.

2. Goal: Enhance CERT to develop and implement an online hybrid training program, designed to improve curriculum delivery while reducing onsite training hours.

Status: Development will begin in 3rd quarter.

3. Goal: Develop and implement damage assessment training with current CERT members. This training will include HAM radio operations to enhance our ability to receive damage assessment reports in the event of a disaster from our designated CERT precincts.

Status: Currently in progress with 25% completion.

**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	7,000	3,000
Grants Awarded (Number)	4	3 <sup>1</sup>
Grants Awarded (Amount)	\$88,106	\$70,519 <sup>2</sup>
Fundraising (Foundation)*	\$60,000	\$29,000 <sup>3</sup>
Fundraising (Friends)*	\$9,000	\$4,100 <sup>4</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 Initiative grant for books

<sup>2</sup> Grant award amounts per award letters received to date

<sup>3</sup> Includes donations to the library and copier and DVD revenue (Foundation High Tea at the Library will be held in April 2019 but annual Gala has been rescheduled for September 2019, so it will not be held during fiscal year 2018-2019)

<sup>4</sup> Includes Friends Bookstore revenue

**2018-2019 GOALS AND OBJECTIVES**

1. Goal: *Improve organizational effectiveness and efficiency:* Establish, identify, nurture and deliver services that exceed quality customer needs by utilizing responses to a customer survey.

Status: **In progress.** The management team will assemble a team which will create customer service standards and train staff on their implementation.

2. Goal: *Improve organizational effectiveness and efficiency:* Create a personal online librarian chat center that provides layered access to library information and services.

Status: **In progress.** Staff are researching options and costs for an online assistance center.

3. Goal: *Improve organizational effectiveness and efficiency*: Facilitate a Library Board review of a new strategic plan and its alignment with the library’s Vision, Mission and Core Values by formalizing revisions/refinements throughout the year.
- Status: **On hold.** The current Strategic Plan runs through 2018. However, given the recent retirement of the former City Librarian, it seems prudent not to proceed with developing new goals and recommendations for a new strategic plan until the library’s leadership is settled.
4. Goal: *Improve organizational effectiveness and efficiency*: Encourage staff to explore resources and services that can help them enhance their own job performance and results.
- Status: **Ongoing.** Supervisors/Managers are promoting workshops, classes and networking meetings so staff can improve their performance for the benefit of the community and themselves.

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

#### **PROGRAM MEASUREMENTS**

	<u>Budget</u> <u>Projection</u>	<u>Year-to-Date</u>
Reference Transactions	12,000	6,895
Adult/YA Programs Presented	200	144
Adult/YA Programs Attendance	5,000	2,785

#### **2018-2019 GOALS AND OBJECTIVES**

1. Goal: *Improve organizational effectiveness and efficiency*: Explore new ways of engaging adults with reading and programs with the summer reading program theme, *Reading Takes You Everywhere*.
- Status: **Completed.** Created new computer classes teaching internet searching skills and Microsoft Word with a focus on travel. Classes encouraged reading, learning and discovering the National Parks through digital learning skills. Adult students also signed up for the summer reading program.
2. Goal: *Improve organizational effectiveness and efficiency*: Develop new teen programming featuring author talks, book talks, and other creative programming to promote reading and technology with teens.

Status: **Ongoing.** Presented a robotics program series and a coding program series as part of the summer reading program for teens. Teens learned new technology skills building robots. Presented a Teen Read Week program with guest speakers from the Around the Writer’s Block Writing group. Teens learned tips on writing and steps to get their work published.

3. Goal: *Improve organizational effectiveness and efficiency:* Promote professional growth as a team through the sharing of staff development training information at monthly Reference staff meetings.

Status: **Ongoing.** Reference staff shared information on strategies for coping with change and stress from a City mental health awareness workshop and information from the InfoPeople webinar *Serving Older Adults and their Care Partners at Your Library* at monthly staff meetings. Presentations included handouts with staff encouraging discussion to help foster a shared learning experience with the Reference team.

### Activity 6003 – Technical Services

#### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Book Titles Added	4,500	2,660
Audio-Visual Titles Added	<u>500</u>	<u>104</u>
Total Cataloged Titles Added	5,000	2,764
Cataloged Books Added	4,200	2,853
Cataloged Audio-Visual Added	500	98
Government Documents Added	<u>800</u>	<u>241</u>
Total Cataloged Items Added	5,500	3,192
Total Items Purged	10,000	2,241
# of Materials Borrowed From Other Libraries	10	2
# of Materials Other Libraries Borrowed	10	7
Total Collection	150,000	150,024
Cataloged Titles	140,000	131,736

#### 2018-2019 GOALS AND OBJECTIVES

1. Goal: *Improve organizational effectiveness and efficiency:* Add 20 laptops to provide mobile and versatile alternatives to support the increased computer usage in the library.

- Status: **Completed.** The library purchased 20 Dell laptops. Staff have configured the laptops and installed Microsoft Office 2013. The laptops were used for the Arduino classes for the Teen Summer Reading Program.
2. Goal: *Improve organizational effectiveness and efficiency:* Implement wireless printing to meet the increasing demand of the public for wireless printing and maximize the use the high speed internet.
- Status: **In progress.** Comprise Technologies has set up wireless software. Staff is working with Comprise Technical Support staff to upgrade printing software. Staff will deploy the software on the public computers in December 2018.
3. Goal: *Improve organizational effectiveness and efficiency:* Plan and support robotics coding program to build 21<sup>st</sup> Century skills for tweens and teens and report the outcome for the grant.
- Status: **Completed.** Staff implemented three robotics events in June and July for the Teen Summer Reading program. Staff submitted the report for the Libraries Illuminated grant on September 24.

## Activity 6004 – Circulation Services

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year to Date</u>
Total Items Circulated	215,000	94,162
Item Circulated Per Capita/Year*	3 .52 <sup>1</sup>	1 .51 <sup>2</sup>
Weekly Hours of Opening	44	44 <sup>3</sup> 41 <sup>3</sup>
Average User Visits Per Day	925	990
Total User Visits Per Year	300,000	143,581
New Cardholders Registered	3,000	1,567
Library Cardholders	52,000	45,339
# of Requests for Items Checked Out	950	418
Overdue Notices-Processed	4,500	2,504

<sup>1</sup> Based on population figure of 61,075

<sup>2</sup> Based on current City population of 62,240

<sup>3</sup> 44 weekly hours of opening for July 2018 only; library closed Fridays as of August 2018

## 2018-2019 GOALS AND OBJECTIVES

1. Goal: *Improve organizational effectiveness and efficiency:* Monitor and allocate as necessary Circulation library pages to ensure shelving of returned materials is accomplished expeditiously.  
  
 Status: **Ongoing.** With the reduction in part-time Library Page hours, it has become necessary to monitor the quantity of returned materials to re-shelve and evaluate the allocation of staff to necessary tasks to maintain efficient shelving. Library Clerks working at the Circulation Desk have begun placing books in order on carts to assist the Library Pages in a more efficient use of their time.
  
2. Goal: *Improve organizational effectiveness and efficiency:* Continue to promote usage of the library’s self-checkout technology to facilitate efficient customer service.  
  
 Status: **Ongoing.** Using the new self-checkout technology of a mobile app in addition to the self-checkout machine, a reduction in wait time in line for checkout or renewal can be achieved by patrons with staff encouragement and support. Usage continues to increase as more patrons are made aware of the availability of the mobile app.

### **Activity 6005 – LAMP Literacy Program**

#### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of Students Participating	1,000	420
Number of Student Hours	25,000	9,000
Number of Tutors	50	40
Number of Tutor Volunteer Hours	3,00	900
Number of Tutors Trained	25	10
Number of Students who became U.S. Citizens	75	26
Number of Passports Executed	1,500	600

## 2018-2019 GOALS AND OBJECTIVES

1. Goal: *Improve organizational effectiveness and efficiency:* Enhance Library ESL and Citizenship webpage to include online resources and databases for students and tutors.

- Status: **In progress.** LAMP staff have begun researching content and widgets to add to the website and modifications will begin soon.
2. Goal: *Improve organizational effectiveness and efficiency:* Expand professional development opportunities for volunteer ESL instructors and tutors to increase effectiveness of teaching methods and lesson planning.
- Status: **Completed.** The LAMP Program is now a member of ProLiteracy where tutors and instructors can access self-paced online trainings.
3. Goal: *Improve organizational effectiveness and efficiency:* Boost passport application intake by increasing service hours and designating a specific time-frame for walk-in services.
- Status: **Adjusted.** Walk-In services was programmed for Friday mornings, but now that the library is closed on Fridays this goal had to be adjusted. Instead, LAMP now offers an online appointment system accessible 24/7 where patrons can schedule their own appointment for passports.

## Activity 6006 – Children’s Services

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Reference Transactions (Children’s)	9,000	3,500
Children’s Programs	510	190
Children’s Programs’ Attendance	24,000	16,000
Children’s Outreach Attendance	2,200	1,050

### 2018-2019 GOALS AND OBJECTIVES

1. Goal: *Improve organizational effectiveness and efficiency:* Add circulating Starling devices - a new consumer technology which helps caregivers track how much they communicate with their children - to encourage effective early literacy practices in Monterey Park.
- Status: **Completed.** Children’s staff, working together with Technical Services and Circulation staff, has added Starling devices to the collection. Staff members are currently promoting the devices, training parents on their use, and circulating Starlings.

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: **Ongoing.** Staff has held class visits and field trips for over 1,000 children, parents and teachers in FY 2018-19. Staff hand delivers flyers monthly to every school in Monterey Park and has nurtured partnerships with the local school districts and East Los Angeles College.

3. Goal: Improve organizational effectiveness and efficiency: Hold a preschool fair at for parents and caregivers to learn about the early education options available and to enroll their children.

Status: **In progress.** Staff is currently reaching out to preschool administrators and staff to secure participation in the event. The program is tentatively set for Sunday, February 10, 2019.

**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	125
Hours of Gymnasium Use –		
Youth Group	1500	799
Private Group	1500	827
Hours of Facility Reservations	1250	795

**2018-2019 GOALS AND OBJECTIVES**

1. Goal: Work with Public Works Department to resurface Barnes Community Center gymnasium floor and Langley center ping pong room floor.  
  
Status: Staff is working with vendors to determine the current condition of the floors and what services will be needed in order to develop a Request for Proposals.
  
2. Goal: Research and identify locations to offer drop in after school programming and recreational activities.  
  
Status: Staff has identified two potential locations for after school drop-in recreation activities, Sierra Vista Park and George Elder Park. Staff will need to determine potential costs for staffing and recreation equipment/supplies.

**Activity 6503- Aquatics**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Total Number of Users	72,000	61,920

Instructional Class Attendance	5,000	1,544
Hours of Use by:		
Instructional Classes	940	769
Private Groups	1,220	610
School Groups	1,400	700
Public Swim	1,972	1,774

### **2018-2019 GOALS AND OBJECTIVES**

1. Goal: Work with Public Works to repair Elder Park pool deck. The north side of the pool deck is beginning to erode and needs to be repaired.  
  
Status: The Elder Park pool deck was repaired during the first quarter of the fiscal year, addressing erosion and cracks on the north side of the deck. Depth markers and lifeguard stand anchors were also replaced during this project.
  
2. Goal: Develop and offer shark fin swim lesson program to encourage youth to get in the water and learn to swim.  
  
Status: During the summer of 2018 the new Shark fin swim lessons class was implemented. This class allows participants to wear a shark fin while learning and developing a stronger technique to enhance endurance and strength with their swim strokes.
  
3. Goal: Develop and implement year round swim lessons at Elder park pool to enable youth and adults to swim during the off peak times of year.  
  
Status: Year round swim lessons will be implemented during the Spring season at Elder Park pool and will enable youth and adults to learn and develop swimming skills during evening hours of off-peak seasons.

### **Activity 6505- Langley Senior Center**

#### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Sr. Citizen Lunches served	52,500	16,450
Volunteer Hours	25,000	8,400

Education & Recreational Classes Attendance	87,500	64,913
Health Care Screenings	4,500	3,050
Trips & Tours	1200	664
Billiards, Table Tennis, Exercise Machines	42,000	33,920

**2018-2019 GOALS AND OBJECTIVES**

1. Goal: Increase afternoon and evening participation by expanding services and activities for active older adults.

Status: The department is currently processing new volunteers and training staff to instruct, lead, and offer new programs and classes scheduled for completion by Spring 2019.
2. Goal: Collaborate with organizations to offer free workshops, educational classes, mobile application classes, and health screenings.

Status: Langley Center has set up collaborations with agencies to offer a variety of educational workshops. For example, Regal Medical Group offers free Healthy Cooking and Diabetes Classes and Garfield Medical Center provides free Health Screenings once a month.

**Activity 6506- Day Care**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Barnes After School Center	32	23
Average Daily Attendance		
Enrollment –Tiny Tots	40	36
Enrollment- Summer		
Day Care	60	61
Tiny Tots	40	38
Total Revenue Collected	180,000	82,973

**2018-2019 GOALS AND OBJECTIVES**

1. Goal: Add a homework center and update equipment, providing students more resources and technology for their usage to aid in their daily homework.  
  
Status: The homework center has been updated by adding five laptops that help students with their online homework lessons. It has been a great improvement for the program and students.
  
2. Goal: Introduce participants to American Sign Language through daily lessons and usage, which can assist in child development while introducing them to a new skill and cultural.  
  
Status: Staff has implemented basic American Sign Language lessons as part of the daily routine. Children are taught three words per week and practice them throughout the month. The usage of American Sign Language also provides an additional tool to help children who speak a different language or have special needs communicate with staff and their peers.

**Activity 6507- Recreational Activities**

**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Adult Sports Teams	50	24
Specialized Recreation Activities Enrollment:	8,000	2,808
Recreation Trips	100	100
Total Activity Revenue Collected	\$218,500	\$140,865

**2018-2019 GOALS AND OBJECTIVES**

1. Goal: Develop additional marketing and outreach to help increase adult sports teams and specialized recreation participation by 5%.  
  
Status: Staff is working on promotional materials for the Cascades newspaper, local school delivery and general public outreach that will highlight Adult sports and Recreation programming with registration dates and new activities.

2. Goal: Explore interest and offer additional recreation trips for families or adults throughout the year.

Status: Staff is researching various trip ideas to offer during 2019. Trips may include but are not limited to air shows, whale watching, museums, baseball game, festivals and other educational and recreational activities.

## **Activity 6508 – Community Participation**

### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Total Number of Volunteer Hours	29,000	12,450
Number of Regular Volunteers	480	242
Estimated Savings to City for Volunteer Hours Based on National Standard Rate (\$23.07 per hour)	\$699,030	\$287,221
Total Number of Special Events	39	14

### **2018-2019 GOALS AND OBJECTIVES**

1. Goal: Coordinate and collaborate with City departments to offer additional educational trainings and workshops to the community.

Status: The Recreation & Community Services Department collaborated with the Fire Department to provide Disaster Preparedness Workshops at different parks throughout the City. The Department also collaborated with the Library to provide the 1<sup>st</sup> annual “Monster Mash & Movie Bash” event in October 2018.

2. Goal: Work closely with American Legion post 397 to further enhance Veterans Day and Memorial Day ceremony at City Hall.

Status: Staff has continued to work closely with the American Legion Post 397 as well as Cal State LA and ELAC Veterans Resource Centers on ways to get Veterans more involved in the ceremonies. Participation at the recent Memorial Day and Veterans Day ceremonies have increased and a Cal State LA student served as a guest speaker during the 2018 Veterans Day event.

## Activity 6509 – Media Productions

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Internet webcast total views	5,200	1,514
Number of Programs Shown on MPK-TV (including repeats)	1,725	679
MPK-TV YouTube Channel Views	10,000	7,300

### 2018-2019 GOALS AND OBJECTIVES

1. Goal: Work with website redesign committee to address and website visual design and layout.

Status: The Website Redesign Committee is meeting with the website vendor CivicPlus to create a new layout and color proposal. The new design is scheduled to “go live” during the Spring of 2019.

## Activity 6511- Langley Center

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Dial-A-Ride		
Senior Passengers	7,200	3,236
Handicapped Passengers	1,800	982
Transit Miles	38,000	11,434
Dial-A-Ride Supplement Taxi	720	1,979
MTA Passes	2,550	925
Senior Citizen Specialized Trips	52	31

## **2018-2019 GOALS AND OBJECTIVES**

1. Goal: Expand and implement Dial-A-Ride services to include Saturday and Sunday hours in order to meet weekend transportation needs during Langley center's operating hours.  
  
Status: Staff is currently developing a schedule utilizing a full-time Driver to enable Dial-A-Ride services to be available for patrons during Langley Center's weekend operating hours. Implementation is expected by the end of the fiscal year.
  
1. Goal: Upgrade dispatch GPS system to simplify reports and improve efficiency of Dial-A-Ride services.  
  
Status: Staff is currently researching and seeking additional quotes to upgrade the current GPS software to provide dispatch operations assistance, electronic logs, and management reports by June 2019. The upgrades will help simplify reports and improve efficiency.

**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>	\$110,000	Pending
Fixed-Route Transit:		
Total Passengers	253,040	104,522
Passenger per Revenue Service Hour	13.45	13.34
Cost per Passenger	\$2.98	\$3.06

- 
- 1) Beginning FY 2016-17, the MTA National Transit Data Reporting is no longer through MTA. MTA staff is awaiting approval of MOU execution (for Report Year 2016) as of December 2018.

**2018-2019 GOALS AND OBJECTIVES**

1. Goal: Explore options to expand the City’s transportation services to include additional routes to link to the Metro’s Gold Line, Potrero Grande, and the Market Place to meet the growing transportation needs.

Status: In progress. In February 2018, staff applied and received \$25,000 grant funds from the Mobile Source Air Pollution Reduction Review Committee (MSRC) to help fund one Spirit Bus fleet to serve the MarketPlace route; however, matching funds are still required. Staff continued to explore other options and reached out to Montebello Bus Lines. Beginning September 17, 2018, Montebello Bus Lines reinstated the portion of their Bus Line 70 that serves the Potrero Grande from Markland Drive, to the MarketPlace, Arroyo Drive, and Hill Drive.

## Activity 4202 – Street Maintenance

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Roadway Maintenance:</b>		
Potholes Repaired (Total No.)	5,000	4,863
Utility Cuts Repaired (Total No.)	150	40
Sidewalk Repair (Sq. Ft.)	6,000	377
Sidewalk Grinds (Total No.)	205	225
<b>Curb and Gutter Maintenance:</b>		
Curb and Gutter Repair (Ln. Ft.)	425	245
<b>Other Maintenance Items</b>		
Bus Shelters Pressure Washed	280	53
Shopping Carts Picked Up by Public Works	110	81

### 2018-2019 GOALS AND OBJECTIVES

2. Goal: Continue the implementation of a four-month rotation of divisional employees between asphalt/concrete operations, sanitary sewer operations, traffic painting/sign operations, and graffiti/clean team operations.

Status: Staff is continuously being rotated between the different areas of operation.

3. Goal: Explore more efficient ways to fix potholes throughout the community either through work methods, equipment, or technology.

Status: Researching new technologies.

## 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*	1,300	793
<b>City-Owned Slope Drain Inspection Program:</b>		
Number of slope drains inspected (this includes re-inspections)	11	0

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

### 2018-2019 GOALS AND OBJECTIVES

1. Goal: Complete the 3<sup>rd</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.

Status: Staff completed the 3<sup>rd</sup> year of stenciling.
2. Goal: Continue to identify new locations that require additional cleaning to provide efficient follow-up of removing restricted debris from adjacent roadway gutters.

Status: Staff has identified new locations.
3. Goal: 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: Staff continues to seek grant opportunities.

## Activity 4204 – Sanitary Sewer Maintenance

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Main Line Cleaning:</b>		
Miles of main lines cleaned	100	48
<b>Sewer Stoppages:</b>		
Number of sewer stoppages	4	3
Percentage of stoppages responded to within one hour after normal working hours.	100%	100%
<b>Video Taping:</b>		
Number of linear feet of video taped	160,000	600

### 2018-2019 GOALS AND OBJECTIVES

1. Goal: Develop and implement a Standard Operating Procedure (SOP) that allows for in-house Closed Circuit Television (CCTV) inspection of the City’s sanitary sewer main lines. This will allow staff to better track the condition of the sanitary sewer main lines and prevent Sanitary Sewer Overflows (SSO).

Status: Staff developed procedures for CCTV inspections.

2. Goal: 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: Staff is working with ESRI to track and map manhole locations.

## Activity 4205 – Street Cleaning

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Number of Complaints:</b>	4	8
<i>Reflects the number of problems reported by residents.</i>		

### 2018-2019 GOALS AND OBJECTIVES

1. Goal: Continue to develop a good working relationship with Athens Services Field Supervisor to increase communication and adhere to the 24-hour response time to complaints and concerns of customers.

Status: Staff continues to work with Athens.

## Activity 4206 – Traffic Control

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Street Painting:</b>		
Miles striped	65	66
Crosswalks repainted	100	74
<b>Sign Maintenance:</b>		
Stop signs replaced	55	10
Regulatory and warning signs replaced	45	49
Number of new stop sign installations	1	0
<b>Traffic Work Orders:</b>		
<i>New projects or changes to existing traffic control measures.</i>	40	0

## 2018-2019 GOALS AND OBJECTIVES

1. Goal: Continue to work through the remaining phase of replacement of round street name sign post to square breakaway post.

Status: Staff continues to replace round signs posts with breakaway posts.

2. Goal: Utilize the ESRI/GPS program to create a mapping system 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.

Status: Staff is working with ESRI to track and map signage.

### **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	40	32
Service Requests		
Received	125	63
Completed	110	60

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

## 2018-2019 GOALS AND OBJECTIVES

1. Goal: Begin process of mapping street lights citywide using the ESRI/GIS system to create a proactive maintenance system to help reduce service requests.

Status: Staff is working with ESRI to track and map street lights.

## Activity 4208 – Refuse Collection

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
City hauler tons collected (Self-hauled tons not included)	50,000	27,491
AB 939 diversion rate (tons per capita)	3.4	3.4

### 2018-2019 GOALS AND OBJECTIVES

1. Goal: Ensure solid waste haulers to maintain the waste diversion rates specified in the franchise agreements so that the City's overall per capita diversion rate does not exceed the State's target of five (5) pounds per person per day.

Status: On-going.

## Activity 4210 – Building Maintenance

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Number of Service Requests:</b>	575	63
<i>Originating from City departments</i>		
<b>Number of Special Work Orders:</b>	10	5
<i>Special work orders that are beyond routine maintenance</i>		

### 2018-2019 GOALS AND OBJECTIVES

1. Goal: Research facilities maintenance tracking software to help schedule preventative maintenance tasks for all 16 City buildings. This would create a proactive maintenance system to help reduce service requests and extend the life of building systems

Status: Implementation of RKA software system has begun.

2. Goal: Create a comprehensive Facilities Master Plan for all 16 City buildings. This would help schedule and budget necessary improvements to the City's facilities.

Status: Facilities Master Plan approximately 25% completed.

## **Activity 4211 – Motor Pool Shop**

### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of preventive maintenance services	300	104
Number of smog checks completed	60	46
Compressed Natural Gas (CNG) in gallons*	100,000	60,868
Propane		
Gallons purchased	4,500	921
Gasoline Fuel Unleaded 87 Octane		
Gallons purchased	22,000	21,934
Average price per gallon	\$2.40	\$3.00
Gasoline Fuel Unleaded 89 Octane		
Gallons purchased	60,000	24,397
Average price per gallon	\$3.70	\$3.10
Diesel Fuel		
Gallons purchased	12,000	8,159
Average price per gallon	\$2.50	\$2.49

\*Generated from CNG Station at City Yard.

### **2018-2019 GOALS AND OBJECTIVES**

1. Goal: Complete design and specifications for replacement vehicle purchases.  
 Status: Completed purchase for Code Enforcement small SUV, seeking bids for ¾ ton Parks pickup truck, and completing bid package for Streets small dump truck.
2. Goal: Create RFP for the purchase of a Sewer Camera Truck.  
 Status: Completed purchase of Sewer Camera Truck.
3. Goal: Facilitate the replacement of the Compressed Natural Gas (CNG) fuel tanks on five vehicles due for replacement tanks.  
 Status: Working on completing agreement with contractor.

## Activity 4212 - Engineering

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Capital Improvement Projects (CIP) commenced and/or completed	14	6
Dollar value of CIP projects completed (\$ millions)	\$16.3	\$2.9
Subdivisions Processed:		
<i>Tentative Tract Maps</i>	3	0
<i>Tentative Parcels Maps</i>	1	1
<i>Final Tract Maps</i>	1	1
<i>Final Parcel Maps</i>	2	3
<i>Lot Line Adjustments Reviewed</i>	1	2
Conditional Use Permits Reviewed	3	1
Variances Reviewed	0	0
Site and Plan Checks for Building Permits	150	92
Concrete, Excavation, Utilities, Transportation, Sewer, Water, Undergrounding Permits Issued	350	235
Grading Permits Issued	4	3
Traffic Engineering Issues Investigated	40	21

### 2018-2019 GOALS AND OBJECTIVES

1. Goal: Construct the Potrero Grande Beautification project that includes new landscaped median islands, pavement rehabilitation, curb and gutter, and sidewalk repairs on Potrero Grande Drive between Markland Drive and Arroyo Drive.

Status: Design activities re-initiated and project is ongoing.

2. Goal: Construct the second phase of water main replacements in the northeast quadrant of the City east of Garfield Avenue and north of Garvey Avenue.

Status: Project design activities are underway.

3. Goal: Update the City's Pavement Management Program and pursue the issuance of bonds in order to fund large scale street resurfacing projects.

Status: The Pavement Management Program Update is 75% complete as of December 2018.

### **Activity 4220- Administration**

#### **2018-2019 GOALS AND OBJECTIVES**

1. Goal: Work closely with representatives of Trojan that manufactured the advanced-oxidation equipment at the new Centralized Groundwater Treatment System to ensure that the system is operating efficiently.

Status: The Centralized Groundwater Treatment System (CGTS) Project Team commissioned the start-up performance test for the treatment plant in September 2018. Sample tests of contaminants were taken at various stages of operations to determine the optimal quantity of chemicals (hydrogen peroxide) and power.

2. Goal: Complete the construction of the photovoltaic system at the Delta facility to reduce high utility costs.

Status: The City's solar system provider - Cenergy - has prepared conceptual designs for City review.

3. Goal: Complete the Water Master Plan that has been deferred from FY2018 due to the absence of a permanent Water Utility Manager.

Status: The Water Master Plan will be deferred to FY2020 when the Centralized Groundwater Treatment System is fully functioning.

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

#### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Large Water Meter Installation/Upgrades (3"– 8" meters)</b>		
Meter installation upgrades	Completed	85%

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Total meters installed to field-testable and/or field-repairable standards	112	104
<b>Water Turn-ons and Turn-offs:</b>	2,000	1,201
<b>Work orders completed:</b>	6,300	3,385

### 2018-2019 GOALS AND OBJECTIVES

1. Goal: Oversee the implementation of the Workforce and Fleet Management Program that automates work orders to improve efficiency of Water operations.  
  
Status: Design and integration have been completed. The project has gone live and is in the testing phase.
2. Goal: Assess single check fireline systems at time of tenant improvements.  
  
Status: Staff continues to assess fireline systems when property owners perform improvements.
3. Goal: Work with Support Service Division to change current bi-monthly billing to monthly to more accurately assess community water consumption.  
  
Status: Monthly billing will be coordinated with the implementation of the new finance and utility billing system.

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

#### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
<b>Water Production:</b>		
(Acre-feet/year)	8,155	4,206
(Million gallons/year)	2,657	1,370
(Million gallons/day)	7.28	7.45
<b>Well Water Electrical Efficiency Operational Testing Program:</b>		
Number tested (12 total sites, 9 operable wells)	8	0
<b>Cathodic Protection System Testing Program:</b>		

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number tested (5 sites total, 8 reservoirs)	8	0

### **2018-2019 GOALS AND OBJECTIVES**

1. Goal: Rehabilitate Well No. 3 and Well No. 10 to increase pumping reliability and efficiency.  
  
Status: Wells No. 3 and 12 are in the process of being rehabilitated. Staff is developing plan of action to complete the rehabilitation.
2. Goal: Rehabilitate Delta No. 4 booster pumps to increase pumping reliability and efficiency.  
  
Status: Staff is developing plan of action for the rehabilitation of the well.
3. Goal: Inspect concrete and steel water storage reservoirs.  
  
Status: Staff is preparing a request for proposal for reservoir inspection services.

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

#### **PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Water Valve Exercising:		
Valves exercised*	1,040	70*
Percent of valves exercised (2,073 Total)	50%	8.5%*
New Water Services Installed:	30	5
Water Services Repaired:	40	15
Water Mains Repaired:	25	16
Gate Valves Repaired:	8	4

\*Unable to fully implement program in current and previous years due to staffing limitations.

### **2018-2019 GOALS AND OBJECTIVES**

1. Goal: Monitor the distribution system for leaks and broken valves to improve operations.

Status: Four valves have been repaired or replaced; 3,006 ft of water main has been leak detected.

2. Goal: Install three new water main blow offs on the dead ends to meet water quality standards.

Status: One new water main blow off has been installed at 1640 Copa Way.

3. Goal: Detect and replace inoperative gate valves to ensure that the distribution system is operating efficiently.

Status: Large gate valves in need of repair have been identified. Staff is working on cost estimates for their repair.

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

#### **2018-2019 GOALS AND OBJECTIVES**

1. Goal: Connect Well 5 to the Centralized Groundwater Treatment System (CGTS) via existing unused 14" pipeline.

Status: Construction and startup performance tests have been completed. The Project Team is working with the State Water Resource Controls Board on the issuance of the Operations & Maintenance Permit.

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

#### **2018-2019 GOALS AND OBJECTIVES**

1. Goal: Modify Well 12 to supply water to the Centralized Groundwater Treatment System (CGTS) for treatment.

Status: The Project Team is working with the State Water Resource Controls Board on the issuance of the Operations & Maintenance Permit.

## Activity 4233- Water Interconnection/Purchase

### 2018-2019 GOALS AND OBJECTIVES

1. Goal: Proactively maintain the wells and treatment plants to minimize the need to purchase water.

Status: Staff is proactively maintaining well and treatment plants to minimize the need to purchase water.

## Activity 6516 - Parkway Maintenance

### PROGRAM MEASUREMENTS

	Budget Projection	Year-to-Date
Street Trees Trimmed	2,898	1,547
Street Trees Planted	80	84
Street Trees Removed	60	71
Service Requests	315	120

### 2018-2019 GOALS AND OBJECTIVES

1. Goal: Complete the median plant and irrigation rehabilitation of the six medians running along W. Garvey from Hitchcock to Casuda Canyon. Continue to maintain a proper ratio of tree replacement for every tree removal by at least a 1:1 rate.

Status: Four of six medians completed. Tree replacement above projected goal at 1:1.33

2. Goal: Continue to efficiently utilize the tree inventory maintenance system, thereby reducing the presence of hazardous or diseased trees. California Polyphagous Shot Hole Borer presence in Monterey Park is being treated aggressively in trees identified as having been attacked.

Status: Removals of recommended dead or dying trees at 100%, and monitored monthly. PSHB treatments have taken place on 26 trees, with results pending.

## Activity 6517- Parks

### PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Park Service Requests	220	144
Number of Special Projects	12	5

### 2018-2019 GOALS AND OBJECTIVES

1. Goal: Continue to review and develop viable ideas involving targeted areas for modification and improvement. These locations include the frontage roads along the east side of S. Atlantic between El Repetto and Brightwood and S. Garfield between El Repetto and Keller.

Status: Currently in development.

2. Goal: Remove and replace the asphalt road at Garvey Ranch Park that runs from the Observatory area at the east parking lot to Alhambra Rd. meeting the City Yard parking lot.

Status: Pushed back for FY 19-20 as a Public Works Department CIP request.

3. Goal: Remove and replace worn benches (125) and tables (33) throughout City Parks.

Status: Pushed back for FY 19-20 as a Recreation Department CIP request.





# **Development Impact Fee Annual Report Fiscal Year 2017-2018**



**City of Monterey Park  
Development Impact Fee Annual Report  
Fiscal Year 2017-2018**

Pursuant to Chapter 3.110 of the Monterey Park Municipal Code (“MPMC”) Ordinance No. 2134, the City has been collected development impact fees for Law Enforcement, Fire Suppression/Medic, Circulation, Water Distribution, Sewer Collection, Library Facilities and Collection, Public Meeting Facilities, Community Facilities, Aquatics Facilities and Park Land and Improvements. Annually, pursuant to the Mitigation Fee Act (Government Code 66000, *et seq.*), the City is required to report certain information to the City Council and public.

**BACKGROUND:**

The City collects development impact fees, which are fees associated with development projects. Pursuant to the Mitigation Fee Act (Government Code 66000, *et seq.*), the City is required to prepare an Annual Report that describes certain information about the fees, including the amount of fees collected, how the fees were expended, the beginning and ending fund balance, and other information. In addition, the City is required to provide additional information every five years making certain findings about the fees. The five year report will be required for fiscal year 2021-2022.

The Development Impact Fee Annual Report is prepared in conjunction with the City’s Midyear Review process. The publication of the Midyear Report together with the 2017-2018 Development Impact Fee Annual Report is officially published on the City’s website for public information on January 17, 2019. In addition, the hard copy is ready to be viewed at the Monterey Park Bruggemeyer Library, the City Clerk’s Office, and the Department of Management Services.

**Fund Balance at June 30, 2018**

Fund balances as of June 30, 2018 were as follows:

Fund	Fund Name	6/30/2018 Fund Balance
0071	Law Enforcement and Fire Suppression/Medic DIF Fund	\$471,176
0069	Circulation System	\$65,514
0070	Parks/Library/Public & Aquatics Facilities	\$414,754
0092	Water System	\$28,860
0042	Sewer Collection System	\$4,526

**Supplement Information**

Financial data and other information comprehensively presented for each development impact fee (DIF) are attached for City Council and public review.

**CITY OF MONTEREY PARK**  
**SUPPLEMENTAL INFORMATION**  
**LAW ENFORCEMENT AND FIRE SUPPRESSION/MEDIC**  
**DEVELOPMENT IMPACT FEES ANNUAL REPORT**  
**FISCAL YEAR 2017-2018**

This report has been prepared as supplemental information to the annual report prepared pursuant to the requirements Government Code Section 66006.

**A. Brief description of the type of fee in the account or fund.**

Pursuant to Resolution 11122, the Public Safety Impact Fees ("Fees") were established on October 11, 1993 to finance police and fire protection services necessary to serve new development within the City. In August 2017, the Fees were updated and adopted pursuant to Chapter 3.110 of the Monterey Park Municipal Code ("MPMC") Ordinance No. 2134 to finance capital costs, including Police facilities, vehicles, equipment, Fire Suppression facilities and Fire equipment, to minimize the impact that new development has on the City's public services and public facilities.

**B. Amount of the fee**

Pursuant to MPMC Chapter 3.110, the Fees are updated based upon the gross square footage of nonresidential development and number of residential dwelling units as follows:

	<b>Law Enforcement</b>	<b>Fire Suppression</b>	<b>Unit/Square Foot</b>
Detached Dwelling Units	\$368	\$448	Per dwelling unit
Attached Dwelling Units	\$352	\$292	Per dwelling unit
Commercial Lodging Units	\$134	\$266	Per lodging unit
Retail/Services/Office Uses	\$0.259	\$0.245	Per square foot
Manufacturing/Industrial Uses	\$0.035	\$0.013	Per square foot
Institutional Uses	\$0.051	\$0.037	Per square foot

**C. Beginning and ending balance of the account or fund; amount of the fees collected and transfers.**

**Law Enforcement and Fire Suppression/Medic Impact Fees Funds**

No.	Fiscal Year	Beginning Balance	Police/Fire DIF Collections	Expenditures	Transfers In	Ending Balance
25	2017-2018	\$ (327,050)	\$ 1,285,880	\$ (487,654)		\$ 471,176
24	2016-2017	\$ (39,246)	\$ 127,020	\$ (414,824)		\$ (327,050)
23	2015-2016	\$ (229,657)	\$ 434,091	\$ (243,680)		\$ (39,246)
22	2014-2015	\$ 183,634	\$ 178,761	\$ (592,052)		\$ (229,657)
21	2013-2014	\$ 37,623	\$ 273,337	\$ (127,326)		\$ 183,634
20	2012-2013	\$ (69,288)	\$ 393,086	\$ (286,175)		\$ 37,623
19	2011-2012	\$ (30,803)	\$ 106,619	\$ (145,104)		\$ (69,288)
18	2010-2011	\$ 47,615	\$ 77,235	\$ (155,653)		\$ (30,803)
17	2009-2010	\$ 122,095	\$ (97,655)	\$ (571,943)	\$ 595,118	\$ 47,615
16	2008-2009	\$ 48,222	\$ 1,263,085	\$ (1,189,212)		\$ 122,095
15	2007-2008	\$ 402,051	\$ 644,114	\$ (997,943)		\$ 48,222
14	2006-2007	\$ 168,942	\$ 390,793	\$ (1,957,684)	\$ 1,800,000	\$ 402,051
13	2005-2006	\$ 922,445	\$ 372,317	\$ (1,125,820)		\$ 168,942
12	2004-2005	\$ 967,748	\$ 250,451	\$ (295,754)		\$ 922,445
11	2003-2004	\$ 1,028,965	\$ 217,197	\$ (278,414)		\$ 967,748
10	2002-2003	\$ 1,007,000	\$ 352,651	\$ (330,686)		\$ 1,028,965
9	2001-2002	\$ 655,095	\$ 473,269	\$ (121,364)		\$ 1,007,000
8	2000-2001	\$ 697,932	\$ 203,352	\$ (246,189)		\$ 655,095
7	1999-2000	\$ 541,144	\$ 305,629	\$ (148,841)		\$ 697,932
6	1998-1999	\$ 245,761	\$ 299,946	\$ (4,563)		\$ 541,144
5	1997-1998	\$ 270,641	\$ 156,166	\$ (181,046)		\$ 245,761
4	1996-1997	\$ 176,474	\$ 202,332	\$ (108,165)		\$ 270,641
3	1995-1996	\$ 180,548	\$ 134,300	\$ (138,374)		\$ 176,474
2	1994-1995	\$ 75,803	\$ 104,745			\$ 180,548
1	1993-1994	\$ -	\$ 75,803			\$ 75,803
<b>Cumulative</b>			<b>\$ 8,224,524</b>	<b>\$(10,148,466)</b>	<b>\$ 2,395,118</b>	

**D. Identification of each public improvement of which fees were expanded and the amount of the expenditures on each improvement, including the status of each project funded by the impact fee funds.**

			<u>Project Status</u>
CAD/RMS 9-1-1 System	\$ 2,302,196	1995-2011	Completed
Police/Fire Radio/Computer/Camera	823,434	1995-2018	Completed
Police/Fire Expanded Services	2,957,795	1995-2018	Completed
Police Storage Facility Improvements	1,404,195	1995-2018	Completed
Fire Facility Improvements	1,663,608	1995-2018	Completed
Fire Communication Verdugo System	367,960	1995-2018	Completed
New Fire Station #62	<u>629,278</u>	2014-2015	On-Going
	<u>\$ 10,148,466</u>		

**E. Identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, as identified in paragraph (2) of subdivision (a) of Section 6001, and the public improvement remains incomplete.**

For fiscal year 2018-2019, Fire Suppression/Medic DIF Fund (0071) has been allocated to the following projects:

New Fire Station #62

Fire Suppression/Medic DIF Fund	2018-19	\$ 0	(12%:14-15 land purchase)
General Fund	2018-19	<u>4,732,960</u>	88%
		<u>\$ 4,732,960</u>	

Fire Station #61 Remodeling

Fire Suppression/Medic DIF Fund	2018-19	\$ 420,521	70%
General Fund	2019-20	<u>180,223</u>	30%
		<u>\$ 600,744</u>	

**F. Description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.**

*As of 6/30/2018, there was no interfund transfer balance. All transfers made from the General Fund were paid off. The loan of SunTrust Leasing for the Police CAD/RMS System has an outstanding balance of \$497,601, which the annual debt service payment will be continuously paid by the Law Enforcement and Fire Suppression/Medic DIF Fund, the State Cops Grant, and the City's Asset Forfeiture Fund. This loan will expire by 6/27/2021.*

**G. Amount of refunds made pursuant to subdivision € of Section 66001 and any allocations pursuant to subdivision (f) of Section 66001.**

*There were no refunds nor allocations for some other purpose for which fees were collected.*

**CITY OF MONTEREY PARK**  
**SUPPLEMENTAL INFORMATION**  
**CIRCULATION SYSTEM (STREETS, SIGNALS AND BRIDGES)**  
**DEVELOPMENT IMPACT FEES ANNUAL REPORT**  
**FISCAL YEAR 2017-2018**

This report has been prepared as supplemental information to the annual report prepared pursuant to the requirements Government Code Section 66006.

**A. Brief description of the type of fee in the account or fund**

Pursuant to Chapter 3.110 of the Monterey Park Municipal Code (“MOMC”) Ordinance No. 2134, the Circulation System Fee is collected to fund circulation (streets, signals and bridges) infrastructure improvements. The objective of the Circulation System Development Impact Fee is to improve street lanes, intersections, and traffic management, thus mitigating traffic impacts which are contributed from all new development.

**B. Amount of the fee**

	<b>Circulation System (Streets, Signals, Bridges)</b>	Unit/Square Foot
Detached Dwelling Units	\$1,254	Per dwelling unit
Attached Dwelling Units	\$790	Per dwelling unit
Commercial Lodging Units	\$1,171	Per dwelling unit
Retail/Services/Office Uses	\$2.251	Per square foot
Manufacturing/Industrial Uses	\$0.914	Per square foot
Institutional Uses	\$0.616	Per square foot

**C. Beginning and ending balance of the account or fund; amount of the fees collected and transfers.**

**Circulation System Development Impact Fees**

No.	Fiscal Year	Beginning Balance	Circulation System Fee Collected	Expenditures	Transfers	Ending Balance
1	2017-2018	\$ -	\$ 65,514	\$ -	\$ -	\$ 65,514
	<b>Cumulative</b>		<b>\$ 65,514</b>	<b>\$ -</b>	<b>\$ -</b>	

- D. Identification of each public improvement of which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.**

The City will identify Circulation System Improvement projects in Fiscal Year 2019-2020, when the development impact fee cumulative amount is sufficient.

- E. Identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, as identified in paragraph (2) of subdivision (a) of Section 6001, and the public improvement remains incomplete.**

The City will identify Circulation System Improvement projects in Fiscal Year 2019-2020, when the development impact fee cumulative amount is sufficient.

- F. Description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.**

None.

- G. Amount of refunds made pursuant to subdivision € of Section 66001 and any allocations pursuant to subdivision (f) of Section 66001.**

There were no refunds nor allocations for some other purpose for which fees were collected.

**CITY OF MONTEREY PARK**  
**SUPPLEMENTAL INFORMATION**  
**PARK LAND AND OPEN SPACE ACQUISITION AND PARKS IMPROVEMENTS**  
**DEVELOPMENT IMPACT FEES ANNUAL REPORT**  
**FISCAL YEAR 2017-2018**

This report has been prepared as supplemental information to the annual report prepared pursuant to the requirements Government Code Section 66006.

**A. Brief description of the type of fee in the account or fund.**

Pursuant to Resolution 9801, the Park Facilities Impact Fees (“Fees”) were established on October 11, 1993 to finance additional park land acquisition, park improvements development and support facilities. In May 2016, the City recalculated and updated the development impact fees based on its capital needs and the General Plan. The Park Land and Open Space Acquisition and Parks Improvements fees were adopted pursuant to Chapter 3.110 of the Monterey Park Municipal Code (“MPMC”) Ordinance No. 2134 to mitigate new development impacts.

A city’s park system is often a major factor in selection of a place to live. Residential development, by increasing the City’s population, will impact the City’s park system by requiring additional sports and activities fields and adequate space for various athletic and social activities. The objective of the Fees is to provide parks and support facilities improvements and additional park land acquisition to serve the needs of new residents.

**B. Amount of the fee**

Per MPMC Chapter 3.110, the Fees are updated as follows:

	<b>Park Land Acquisition and Parks Improvements</b>	<b>Unit/Square Foot</b>
Detached Dwelling Units	\$2,574	Per dwelling unit
Attached Dwelling Units	\$2,611	Per dwelling unit
Commercial Lodging Units	\$12	Per dwelling unit
Retail/Services/Office Uses	\$0.045	Per square foot
Manufacturing/Industrial Uses	\$0.023	Per square foot
Institutional Uses	\$0.113	Per square foot

**C. Beginning and ending balance of the account or fund; amount of the fees collected and transfers.**

**Park Land Acquisition and Parks Improvements Fees**

<b><u>No.</u></b>	<b><u>Fiscal Year</u></b>	<b><u>Beginning Balance</u></b>	<b><u>Park DIF Collections</u></b>	<b><u>Expenditures</u></b>	<b><u>Transfers</u></b>	<b><u>Ending Balance</u></b>
25	2017-2018	\$ (159,663)	\$ 560,554	\$ (601)	\$ -	\$ 400,290
24	2016-2017	(128,893)	15,749	(46,519)	-	(159,663)
23	2015-2016	(143,879)	74,156	(59,170)	-	(128,893)
22	2014-2015	67,397	27,748	(479,580)	240,556	(143,879)
21	2013-2014	7,332	60,065	-	-	67,397
20	2012-2013	(83,832)	91,164	-	-	7,332
19	2011-2012	(74,689)	25,455	(34,598)	-	(83,832)
18	2010-2011	(61,032)	27,477	(62,634)	21,500	(74,689)
17	2009-2010	158,998	30,061	(250,091)	-	(61,032)
16	2008-2009	(4,026)	313,266	(300,242)	150,000	158,998
15	2007-2008	(155,397)	278,543	(127,172)	-	(4,026)
14	2006-2007	176,366	98,879	(700,642)	270,000	(155,397)
13	2005-2006	132,417	128,606	(108,752)	24,095	176,366
12	2004-2005	103,128	97,134	(67,845)	-	132,417
11	2003-2004	98,061	66,725	(61,658)	-	103,128
10	2002-2003	25,496	130,757	(118,192)	60,000	98,061
9	2001-2002	70,807	157,766	(203,077)	-	25,496
8	2000-2001	125,765	79,945	(134,903)	-	70,807
7	1999-2000	(136,187)	141,632	(74,680)	195,000	125,765
6	1998-1999	159,861	118,634	(789,682)	375,000	(136,187)
5	1997-1998	132,482	49,468	(30,379)	8,290	159,861
4	1996-1997	67,830	103,472	(38,820)	-	132,482
3	1995-1996	44,473	51,942	(28,585)	-	67,830
2	1994-1995	145,506	40,216	(141,249)	-	44,473
1	1993-1994	466,091	124,933	(445,518)	-	145,506
<b>Cumulative</b>			<b>\$2,894,347</b>	<b>\$(4,304,589)</b>	<b>\$ 1,344,441</b>	

**D. Identification of each public improvement of which fees were expended and the amount of the expenditures on each improvement, including the status of each project funded by the impact fee funds.**

<u>Projects</u>	<u>Amount</u>	<u>Fiscal Years</u>	<u>Project Status</u>
Barnes Park Amphitheater improvements	\$ 38,639	1993-2015	Completed
Barnes Park Bathhouse improvements	533,928	1993-2015	Completed
Barnes Park Restroom	32,011	2016-2017	Completed
Barnes Park Community Center improv	187,963	1993-2015	Completed
Barnes Park Gym	68,494	1993-2015	Completed
Barnes Park Pool improvements	179,115	1993-2015	Completed
Barnes Park improvements	535,464	1993-2015	Completed
Barnes Park Service Club rehab	59,980	1993-2015	Completed
Barnes Park Tennis Court improvements	106,006	1993-2015	Completed
Bella Vista Park rehab	2,912	1993-2015	Completed
Cascade Park rehab	12,095	1993-2015	Completed
El Encanto Facility rehab	24,983	1993-2015	Completed
Elder Community Center rehab	39,644	1993-2015	Completed
Elder Park Pool Improvements	715,375	1993-2015	Completed
Elder Park Pool improvements	11,427	2016-2017	Completed
Garvey Ranch Park Improvements	239,906	1993-2015	Completed
Garvey Ranch Park shelters rebuilt	164,481	1993-2015	Completed
Garvey Ranch Park shelters painting	12,330	2015-2016	Completed
La Loma Park Improvements	294,632	1993-2015	Completed
Langley Center painting	1,500	2015-2016	Completed
Langley Center Facility Improvements	386,604	1993-2015	Completed
Library rehab	9,275	1993-2015	Completed
Service Club House rehab	12,729	1993-2015	Completed
Sierra Vista Community Center rehab	60,258	1993-2015	Completed
Sierra Vista Community Center painting	25,553	2015-2016	Completed
Sierra Vista Park Improvements	145,000	1993-2015	Completed
Daycare Facility rehab	9,241	2016-2018	Completed
Barnes Park playground painting	4,544	2015-2016	Completed
Barnes Park playground improvements	385,000	1993-2015	Completed
Barnes Park playground rubberized	4,900	2016-2017	On-going
Sierra Vista Park rehab	600	2017-2018	On-going
	<u>\$ 4,304,589</u>		

- E. Identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, as identified in paragraph (2) of subdivision (a) of Section 6001, and the public improvement remains incomplete.**

Fiscal year 2018-2019, Park Land and Open Space Acquisition and Parks Improvement Fund (0070) has been allocated to the following projects:

<b>Projects</b>	<b>Fund</b>	<b>2018-19</b>
1. Barnes Park Playground Rubberized	Parks – DIF	<u>\$ 170,100</u>
2. Sierra Vista Park rehab	Parks - DIF	<u>\$ 19,400</u>
3. Barnes Park Playground Equipment & Surface Enhancement	Parks - DIF	<u>\$ 280,000</u>
4. NFC Fitness Court	Trust (0075)	26,000
	Parks - DIF	15,000
	NFC Fitness Grant	<u>15,000</u>
		<u>\$ 56,000</u>

- F. Description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.**

As of 6/30/2018, there were no outstanding interfund transfers or outstanding loans.

- G. Amount of refunds made pursuant to subdivision € of Section 66001 and any allocations pursuant to subdivision (f) of Section 66001.**

There were no refunds nor allocations for some other purpose for which fees were collected.

**CITY OF MONTEREY PARK**  
**SUPPLEMENTAL INFORMATION**  
**LIBRARY FACILITIES SPACE AND COLLECTION ITEMS**  
**DEVELOPMENT IMPACT FEES ANNUAL REPORT**  
**FISCAL YEAR 2017-2018**

This report has been prepared as supplemental information to the annual report prepared pursuant to the requirements Government Code Section 66006.

**A. Brief description of the type of fee in the account or fund.**

Pursuant to Chapter 3.110 of the Monterey Park Municipal Code (“MPMC”) Ordinance No. 2134, the Library Facilities Space and Collection Items Development Impact Fees (“Fees”) were established to acquire additional library space and library collection items.

Residential development, by increasing the City’s population, will increase the demand on the existing square feet of library space the collection items. The objective of the Fees is to mitigate the impacts due to the development project.

**B. Amount of the fee**

Pursuant to MPMC Chapter 3.110, the Fees are calculated as follows:

	<b>Library Facilities Space and Collection Items</b>	<b>Unit</b>
Detached Dwelling Units	\$134	Per dwelling unit
Attached Dwelling Units	\$135	Per dwelling unit

**C. Beginning and ending balance of the account or fund; amount of the fees collected and transfers.**

**Library Facilities Space and Collection Items Fees**

No.	Fiscal Year	Beginning Balance	Library Facilities and Collection Items DIF Collections	Expenditures	Transfers	Ending Balance
1	2017-2018	\$ -	\$ 1,072	\$ -	\$ -	\$ 1,072
	<b>Cumulative</b>		<b>\$ 1,072</b>	<b>\$ -</b>	<b>\$ -</b>	

- D. Identification of each public improvement of which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.**

The City will use the funds to enhance the Library book collections in Fiscal Year 2019-2020.

- E. Identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, as identified in paragraph (2) of subdivision (a) of Section 6001, and the public improvement remains incomplete.**

The City will use the funds to enhance the Library book collections in Fiscal Year 2019-2020.

- F. Description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.**

None.

- G. Amount of refunds made pursuant to subdivision € of Section 66001 and any allocations pursuant to subdivision (f) of Section 66001.**

There were no refunds nor allocations for some other purpose for which fees were collected.

**CITY OF MONTEREY PARK**  
**SUPPLEMENTAL INFORMATION**  
**PUBLIC USE FACILITIES**  
**DEVELOPMENT IMPACT FEES ANNUAL REPORT**  
**FISCAL YEAR 2017-2018**

This report has been prepared as supplemental information to the annual report prepared pursuant to the requirements Government Code Section 66006.

**A. Brief description of the type of fee in the account or fund.**

Pursuant to Chapter 3.110 of the Monterey Park Municipal Code (“MPMC”) Ordinance No. 2134, the Public Use Facilities Development Impact Fees (“Fees”) were established to be used to expand the amount of community center and public-use type facilities square feet and site improvements. The objective of the Fees is to meet the added demands created by the construction of additional residential dwelling units to the City existing public use facilities, including Gymnasium, Service Club, cafetorium, El Encanto, park community centers, and Langley Senior Center.

**B. Amount of the fee**

Pursuant to MPMC Chapter 3.110, the Fees are calculated as follows:

	<b>Public Use Facilities</b>	<b>Unit</b>
Detached Dwelling Units	\$1,162	Per dwelling unit
Attached Dwelling Units	\$1,179	Per dwelling unit

**C. Beginning and ending balance of the account or fund and amount of the fees collected and transfers.**

**Public Use Facilities Fees**

No.	Fiscal Year	Beginning Balance	Public Use Facilities DIF Collections	Expenditures	Transfers	Ending Balance
1	2017-2018	\$ -	\$ 9,296	\$ -	\$ -	\$ 9,296
	<b>Cumulative</b>		<b>\$ 9,296</b>	<b>\$ -</b>	<b>\$ -</b>	

- D. Identification of each public improvement of which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.**

The City will identify Public Meeting Facilities Improvement projects in Fiscal Year 2019-2020 when the cumulative development impact fees are sufficient.

- E. Identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, as identified in paragraph (2) of subdivision (a) of Section 6001, and the public improvement remains incomplete.**

The City will identify Public Meeting Facilities Improvement projects in Fiscal Year 2019-2020 when the cumulative development impact fees are sufficient.

- F. Description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.**

None.

- G. Amount of refunds made pursuant to subdivision € of Section 66001 and any allocations pursuant to subdivision (f) of Section 66001.**

There were no refunds nor allocations for some other purpose for which fees were collected.

**CITY OF MONTEREY PARK**  
**SUPPLEMENTAL INFORMATION**  
**AQUATICS FACILITIES DEVELOPMENT IMPACT FEES ANNUAL REPORT**  
**FISCAL YEAR 2017-2018**

This report has been prepared as supplemental information to the annual report prepared pursuant to the requirements Government Code Section 66006.

**A. Brief description of the type of fee in the account or fund.**

Pursuant to Chapter 3.110 of the Monterey Park Municipal Code (“MPMC”) Ordinance No. 2134, the Aquatics Facilities Development Impact Fees were established to mitigate greater demands generated from the new residential development upon the City’s two existing aquatics centers. The purpose of the Fees is to maintain the City’s current aquatics-based levels of service.

**B. Amount of the fee**

Pursuant to MPMC Chapter 3.110, the Fees are calculated as follows:

	<b>Aquatics Facilities</b>	<b>Unit</b>
Detached Dwelling Units	\$512	Per dwelling unit
Attached Dwelling Units	\$520	Per dwelling unit

**C. Beginning and ending balance of the account or fund and amount of the fees collected and transfers.**

***Aquatics Facilities Fees***

No.	Fiscal Year	Beginning Balance	Aquatics Facilities DIF Collections	Expenditures	Transfers	Ending Balance
1	2017-2018	\$ -	\$ 4,096	\$ -	\$ -	\$ 4,096
	<b>Cumulative</b>		<b>\$ 4,096</b>	<b>\$ -</b>	<b>\$ -</b>	

**D. Identification of each public improvement of which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.**

The City will identify Aquatics Facilities Improvement projects in Fiscal Year 2019-2020, when the development impact fee cumulative amount is sufficient.

- E. Identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, as identified in paragraph (2) of subdivision (a) of Section 6001, and the public improvement remains incomplete.**

The City will identify Aquatics Facilities Improvement projects in Fiscal Year 2019-2020, when the development impact fee cumulative amount is sufficient.

- F. Description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.**

None

- G. Amount of refunds made pursuant to subdivision € of Section 66001 and any allocations pursuant to subdivision (f) of Section 66001.**

There were no refunds nor allocations for some other purpose for which fees were collected.

**CITY OF MONTEREY PARK**  
**SUPPLEMENTAL INFORMATION**  
**WATER STORAGE AND DISTRIBUTION FACILITIES**  
**DEVELOPMENT IMPACT FEES ANNUAL REPORT**  
**FISCAL YEAR 2017-2018**

This report has been prepared as supplemental information to the annual report prepared pursuant to the requirements Government Code Section 66006.

**A. Brief description of the type of fee in the account or fund**

Pursuant to Chapter 3.110 of the Monterey Park Municipal Code ("MPMC") Ordinance No. 2134, the Water Storage and Distribution System Fees ("Fees") are collected to fund water system infrastructure improvements, including reservoirs, treatment plants, pump stations, SCADA system, wells, utility office rehabilitation, water valves, and fire protection upgrades. The objective of the Fees is to meet all water demands with appropriate water operation and treatment facilities to mitigate development impacts on the existing water system infrastructure.

**B. Amount of the fee**

	<b>Water Storage and Distribution System</b>	Unit/Square Foot
Detached Dwelling Units	\$1,950	Per dwelling unit
Attached Dwelling Units	\$1,799	Per dwelling unit
Retail/Services/Office Uses	\$0.538	Per square foot
Manufacturing/Industrial Uses	\$0.270	Per square foot
Institutional Uses	\$0.370	Per square foot

**C. Beginning and ending balance of the account or fund; amount of the fees collected and transfers.**

**Water Storage and Distribution System Development Impact Fees**

No.	Fiscal Year	Beginning Balance	Water DIF Fee Collected	Expenditures	Transfers	Ending Balance
1	2017-2018	\$ -	\$ 28,860	\$ -	\$ -	\$ 28,860
	<b>Cumulative</b>		<b>\$ 28,860</b>	<b>\$ -</b>	<b>\$ -</b>	

- E. Identification of each public improvement of which fees were expanded and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.**

The City will identify Water Storage and Distribution Facilities Improvement projects in Fiscal Year 2019-2020 when the cumulative development impact fees are sufficient.

- F. Identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, as identified in paragraph (2) of subdivision (a) of Section 6001, and the public improvement remains incomplete.**

The City will identify Water Storage and Distribution Facilities Improvement projects in Fiscal Year 2019-2020 when the cumulative development impact fees are sufficient.

- G. Description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.**

None.

- H. Amount of refunds made pursuant to subdivision € of Section 66001 and any allocations pursuant to subdivision (f) of Section 66001.**

There were no refunds nor allocations for some other purpose for which fees were collected.

**CITY OF MONTEREY PARK**  
**SUPPLEMENTAL INFORMATION**  
**SEWER COLLECTION SYSTEM FACILITIES**  
**DEVELOPMENT IMPACT FEES ANNUAL REPORT**  
**FISCAL YEAR 2017-2018**

This report has been prepared as supplemental information to the annual report prepared pursuant to the requirements Government Code Section 66006.

**A. Brief description of the type of fee in the account or fund**

Pursuant to Chapter 3.110 of the Monterey Park Municipal Code ("MPMC") Ordinance No. 2134, the Sewer Collection System Facilities Development Impact Fees ("Fees") are collected to fund construction and system management improvements of the sewer collection system, including sanitary sewer system map book updates, GPS inventory, a computerized maintenance management system, FOG program, closed-circuit television, asset management plan, sewer master plan update, sewer field equipment upgrade, database/system training, emergency overflow plan, flow monitoring, sewer upgrades, and annual inspection program. The objective of the Sewer Collection System Facilities Development Impact Fees is to upgrade sewer collection system, thus mitigating development-generated growth-needs which impact to the City sewage service.

**B. Amount of the fee**

	Sewer Collection System Facilities	Unit/Square Foot
Detached Dwelling Units	\$270	Per dwelling unit
Attached Dwelling Units	\$249	Per dwelling unit
Retail/Services/Office Uses	\$0.096	Per square foot
Manufacturing/Industrial Uses	\$0.049	Per square foot
Institutional Uses	\$0.066	Per square foot

**C. Beginning and ending balance of the account or fund; amount of the fees collected and transfers.**

**Sewer Collection System Facilities Development Impact Fees**

No.	Fiscal Year	Beginning Balance	Water DIF Fee Collected	Expenditures	Transfers	Ending Balance
1	2017-2018	\$ -	\$ 4,526	\$ -	\$ -	\$ 4,526
			<u>\$ 4,526</u>	<u>\$ -</u>	<u>\$ -</u>	

- D. Identification of each public improvement of which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.**

The City will identify Sewer Collection System Facilities Improvement projects in Fiscal Year 2019-2020 when the cumulative development impact fees are sufficient.

- E. Identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, as identified in paragraph (2) of subdivision (a) of Section 6001, and the public improvement remains incomplete.**

The City will identify Sewer Collection System Facilities Improvement projects in Fiscal Year 2019-2020 when the cumulative development impact fees are sufficient.

- F. Description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.**

None.

- G. Amount of refunds made pursuant to subdivision € of Section 66001 and any allocations pursuant to subdivision (f) of Section 66001.**

There were no refunds nor allocations for some other purpose for which fees were collected.