CITY OF LA PUENTE

PUBLIC PARTICIPATION IN CITY COUNCIL MEETINGS

How to Listen Live to the Meeting

Live Audio/Video: Visit the City's website at https://lapuente.org/agenda/. Click on "View Event" for the current meeting to view it live.

Spanish Translation/Interpretation Services

The City offers live translation and interpretation services in Spanish. To access translation/interpretation during the meeting, please scan the QR Code below or visit https://attend.wordly.ai/join/FWOP-2761.

Additionally, Spanish interpreting services are provided at City Council meetings upon request. Simultaneous interpretation (English-to-Spanish) is available for listening to the meeting and consecutive interpretation (Spanish-to-English) is available to anyone addressing the City Council during oral communications. The use of City provided interpreters is not required and persons are welcome to use their own interpreter. Because many dialects and regionalism exist, the City cannot guarantee that interpreters will be able to interpret into a particular dialect or regionalism, and disclaims any liability alleged to arise from such services.

How to Submit Public Comment

Please note that all comments are subject to the same Rules of Decorum as would otherwise apply to speakers at City Council meetings.

In Person: Public comment may be provided in-person at City Hall, 15900 E. Main Street.

In Writing: Written comments may be sent via email to cityclerk@lapuente.org no later than 2 hours prior to the meeting start time. Email comments will be distributed to the City Council and will become part of the official record for that meeting but will not be read at the time of the City Council Meeting. To ensure your correspondence is received by the Council and City staff, please include the subject line "PUBLIC COMMENT."

CITY OF LA PUENTE

PARTICIPACIÓN PÚBLICA EN LAS REUNIONES DEL CONCEJO MUNICIPAL

Cómo escuchar la reunión en vivo

Audio en vivo: visite el sitio web de la ciudad en https://lapuente.org/agenda/. Haga clic en "Ver evento" para ver la reunión en vivo.

Servicios de traducción/interpretación en español

La Ciudad ofrece traducción e interpretación en vivo en español. Para acceder a la traducción/interpretación durante la reunión, escanee el código QR a continuación o visite https://attend.wordly.ai/join/FWOP-2761.

Además, se ofrecen servicios de interpretación en español en las reuniones del Concejo Municipal a pedido. Hay interpretación simultánea (inglés-español) para escuchar la reunión y la interpretación consecutiva (español a ingles) está disponible para cualquier persona que se dirija al Consejo Municipal durante las comunicaciones orales. No se requiere el uso de intérpretes proporcionados por la Ciudad y las personas pueden utilizar su propio interprete. Debido a que existen muchos dialectos y regionalismos, la Cuidad no puede garantizar que lo interpretes puedan interpretar a un dialecto o regionalismo en particular, y se exime de cualquier responsabilidad que supuestamente surja de dichos servicios.

Cómo enviar comentarios públicos

Tenga en cuenta que todos los comentarios están sujetos a las mismas reglas que se aplicarían a los oradores en las reuniones del Concejo Municipal.

En persona: Los comentarios públicos se pueden proporcionar en persona en el Ayuntamiento, 15900 E. Main Street.

Por escrito: Los comentarios escritos pueden enviarse por correo electrónico a cityclerk@lapuente.org a más tardar 2 horas antes del inicio de la reunión. Los comentarios por correo electrónico se distribuirán al Concejo Municipal y formarán parte del registro oficial de esa reunión, pero no se leerán en el momento de la reunión del Concejo Municipal. Para garantizar que el Concejo Municipal y el personal de la Ciudad reciba su correspondencia, incluya la línea de asunto “COMENTARIO PÚBLICO”.

NOTICE AND CALL OF MEETING
SPECIAL MEETING OF THE
LA PUENTE CITY COUNCIL
COUNCIL CHAMBERS
15900 EAST MAIN STREET, LA PUENTE
JUNE 14, 2024, 10:00 A.M.
FISCAL YEAR 2024/2025 SPECIAL BUDGET MEETING

NOTICE IS HEREBY GIVEN that a Special Meeting of the City Council of the City of La Puente is hereby called to be held on Friday, June 14, 2024, commencing at 10:00 a.m., in City Council Chambers, 15900 E. Main Street, La Puente, CA 91744. The public will be provided an opportunity to provide public comment on the items listed on the agenda. The business to be discussed is as follows:

CALL TO ORDER

ROLL CALL

COUNCIL/AGENCY MEMBERS: Quinones, Klinakis, Argudo, Mendoza, Munoz

PLEDGE OF ALLEGIANCE

ORAL COMMUNICATIONS

Pursuant to Government Code Section 54954.3(a), you may only address the City Council/ Successor Agency concerning any item that has been described in the notice for the special meeting. Please complete the Request for Oral Presentation form and submit it to the City Clerk no later than prior to the conclusion of the first speaker's remarks. All speakers are requested to observe the City's Rules of Decorum when addressing the City Council. (LPMC section 2.04.120.)

SPECIAL MEETING BUSINESS TO BE CONSIDERED BY THE CITY COUNCIL/SUCCESSOR AGENCY

SM-1 CONSIDERATION AND APPROVAL OF THE FISCAL YEAR 2024-2025 PROPOSED BUDGET AND RESOLUTION ADOPTING THE CITY'S ANNUAL BUDGET, A RESOLUTION ADOPTING THE CITY'S GANN APPROPRIATION LIMIT AND ESTABLISHING CONTROLS ON CHANGES IN APPROPRIATIONS FOR THE VARIOUS FUNDS, ADOPTION OF RESOLUTIONS TO RESCIND RESOLUTIONS NO. 24-5871 AND 24-5850 AMENDING THE COMPREHENSIVE PERSONNEL SYSTEM AND ESTABLISHING AUTHORIZED PART-TIME AND FULL-TIME POSITIONS AND RATES FOR CITY EMPLOYEES, AND APPROVAL OF JOB DESCRIPTIONS FOR THE FINANCE MANAGER, COMMUNITY OUTREACH PROGRAM SUPERVISOR, INFORMATION TECHNOLOGY TECHNICIAN, AND GRANTS & HOUSING ANALYST

Staff Recommendation: It is recommended that the City Council: (1) Approve the FY 2024-2025 Proposed Budget effective July 1, 2024; (2) Direct the City Manager to make any necessary changes to the recommended budget for incorporation into the final budget; (3) Adopt Resolution No. 24-5880 adopting the City's Fiscal Year 2024-2025 annual budget; (4) Adopt Resolution No. 24-5881 adopting the City's Gann Appropriation Limit for FY 2024-2025 and establishing controls on changes in appropriations for the various funds; (5) Adopt Resolutions No. 24-5882 and No. 24-5883 rescinding resolutions No. 24-5871 and No. 24-5850 amending the comprehensive personnel system and establishing authorized part-time and full-time positions and rates for City employees; and (6) Approve the job descriptions for the Finance Manager, Community Outreach Program Supervisor, Information Technology Technician, and Grants & Housing Analyst positions.

ORAL COMMENTS FROM COUNCIL

ORAL COMMENTS FROM STAFF

ADJOURNMENT

AVAILABILITY
Any writings or documents provided to a majority of the City Council/Successor Agency regarding any item on this agenda will be made available for public inspection at the City Clerk Department at City Hall located at 15900 E. Main Street and the Reference Desk at the Library located at 15920 E. Central during normal business hours. In addition, such writings and documents will be posted on the City's website at http://www.lapuente.org.

AMERICANS WITH DISABILITIES
In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a City meeting or other services offered by the City, please contact the City Clerk's Office at (626) 855-1500. Notification at least 24 hours prior to the meeting or time when services are needed will assist City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

MEETING TIMES
Meetings of the City Council shall be adjourned no later than 10:30 p.m., unless a motion to supersede the 10:30 time limit to consider some or all of the remaining items listed on the Agenda, or to consider items which have been added to the Agenda in accordance with the provisions of the Ralph M. Brown Act, Government Code Section 54950, et seq., is approved by a majority of the members of the City Council. (Ordinance No. 95-727.)

Dated: June 13, 2024

__________/s/____________
Gabriel Quinones, Mayor

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS
CITY OF LA PUENTE)

AFFIDAVIT OF POSTING

I, Martha Torres, City Clerk for the City of La Puente, hereby certify that a copy of the Notice and Call of a Special Meeting of the La Puente City Council, to be held on June 14, 2024, commencing at 10:00 a.m., was posted in accordance with all applicable laws and provided not less than twenty-four hours before the time of the meeting to the following:

Mayor/Chair Gabriel Quinones
Mayor Pro Tem/Vice Chair Charlie Klinakis
Council/Board Member David E. Argudo
Council/Board Member Nadia Mendoza
Council/Board Member Valerie Munoz

I declare under penalty of perjury that the foregoing is true and correct. Dated this 13th day of June, 2024.

_________/s/___________
Martha Torres, MPA
City Clerk

City of La Puente
AGENDA REPORT

To:	Mayor and City Council	For meeting of: June 14, 2024
From:	Bob Lindsey, City Manager	
By:	Troy O. Grunklee, CPA, Director of Administrative Services Alex Merkel Medina, Finance Manager	

SUBJECT: CONSIDERATION AND APPROVAL OF THE FISCAL YEAR 2024-2025 PROPOSED BUDGET AND RESOLUTION ADOPTING THE CITY'S ANNUAL BUDGET, A RESOLUTION ADOPTING THE CITY'S GANN APPROPRIATION LIMIT AND ESTABLISHING CONTROLS ON CHANGES IN APPROPRIATIONS FOR THE VARIOUS FUNDS, ADOPTION OF RESOLUTIONS TO RESCIND RESOLUTIONS NO. 24-5871 AND 24-5850 AMENDING THE COMPREHENSIVE PERSONNEL SYSTEM AND ESTABLISHING AUTHORIZED PART-TIME AND FULL-TIME POSITIONS AND RATES FOR CITY EMPLOYEES, AND APPROVAL OF JOB DESCRIPTIONS FOR THE FINANCE MANAGER, COMMUNITY OUTREACH PROGRAM SUPERVISOR, INFORMATION TECHNOLOGY TECHNICIAN, AND GRANTS & HOUSING ANALYST

BACKGROUND

The process of preparing the Fiscal Year 2024-2025 Budget and Capital Improvement Program began in January 2024. Revenue and expenditure forecasts were developed using data analysis techniques. This included an in-depth review of each department's programs and services, undertaken in partnership with the City Manager and departmental directors. Community input was also taken into consideration and integrated into this fiscal plan. An initial draft budget was distributed to the City Council on April 18, 2024, and subsequent conferences took place with individual Councilmembers.

DISCUSSION

The FY 2024-2025 proposed Budget and Capital Improvement Program establishes priorities for the expenditure of City funds in areas such as public safety, street and sidewalk improvements, and recreational opportunities for residents.

Revenues

- General Fund revenues are budgeted in total at $20,979,500.
- Property Tax (including in-lieu Vehicle License Fees) is projected to grow by 11% from the prior budget, for a total of $8,494,600, due to strong real estate values.
- Sales & Use Tax is expected to remain constant; Measure LP Tax is expected to decline by a modest 2% as the local retail environment returns to pre-pandemic levels.

- Licenses & Permits, Fines & Forfeitures, and Charges for Services are forecasted to increase 44%, 57%, and 21% respectively, based on implementation of the newly adopted rates from the recent User Fee Study.

Expenditures

Operating expenditures in the General Fund are equal to revenues at $20,979,500, creating a balanced budget. This represents a –(4)% change from the FY 23/24 budget. The following represents a summary of noteworthy operating expenditure fluctuations in the new fiscal year:

- City Clerk – 29% increase in appropriations due to the November 2024 General Election.
- Public Safety – LA Sheriff contractual increase of 3.44% was offset by re-allocation of one (1) vacant Special Assignment Deputy (SAO) position and one (1) motor deputy to a generalist patrol deputy – allowing for savings of 4% over the prior year budget and faster 9-11 response times.
- Building & Safety – 47% increase in expenditure is the reflection of a corresponding revenue increase. Permit fee collections are expected to increase as a result of the User Fee Study, and thus the expense associated with the Willdan Engineering contract for Permit/Inspection/Plan Check services will also increase.
- Housing/Community Services and Community Outreach departments budgets show reduced expenditures of 37% and 48% respectively, due to exhaustion of funds for the Business Grant Program and the Beautification Program.
- Community Promotions – year-over-year decrease of 58% due to completion of the one-time youth sports league subsidy.

Personnel

In recent years, the City has greatly increased its service offerings to the public. This budget provides ambitious plans for addressing the most pressing concerns in the local area. In order to manage these new and expanded programs for residents, maintain our investments in physical infrastructure, and support the safety of our community, management has identified a need for several changes in employee staffing levels, responsibilities, and compensation. The following table provides a summary of these proposed changes:

Title	Proposed Action	Justification	Cost (+/-)
Finance Manager	Change pay grade (A03 → A04)	New responsibilities - grant administration & overseeing IT	+$9,000
Maintenance Supervisor	Change pay grade (E03 → E05)	Expansion of role in park maintenance	+$9,800
Community Outreach Program Supervisor	New Position- replace (1) Comm. Outreach Prog. Specialist	Supervision needed for PROS Team; strategic planning for addressing homelessness	+$6,400

Personnel (continued from previous page)

Title	Proposed Action	Justification	Cost (+/-)
Grants & Housing Analyst	Reclassify Rehab/Grants Specialist; change pay grade (N22 → N23)	Substantial increase in volume of grant programs being managed	+$5,600
I.T. Technician	New Position – replace (1) PT Office Specialist	Need for full-time assistance to maintain complex tech systems	+$38,900

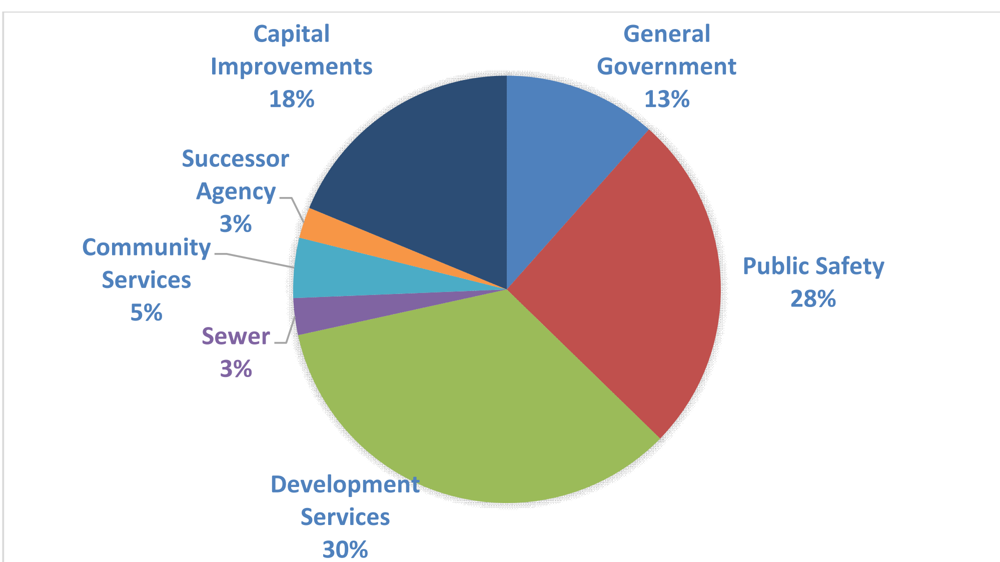
In total, the proposed changes to the comprehensive personnel system would result in an increased salary and benefits expense of $69,700 for FY 2024/2025. The I.T. Technician position is already included in the budget drafts previously distributed to City Council members. The other four changes may be incorporated into the budget at the direction of the City Council in the form of a motion.

Fund Balance

Staff estimates that the General Fund will have a total fund balance of $27,993,300 on June 30, 2025, a decrease of $1,137,800 from the beginning of the budget year. This amount corresponds to budgeted Capital Improvement projects.

Citywide Budget Analysis

The agency-wide revenue budget across all funds is $35,569,800. The total expenditure budget for all City funds, including special revenue funds, proprietary funds, and fiduciary funds is $41,036,800. The graph on the following page displays each functional area of the City government based on its percentage of the total budget.



Capital Improvement Program (CIP)

The FY 24/25 Capital Improvement Program (CIP) provides for long-term investments in key community facilities. Total CIP expenditure appropriations are budgeted at $7,222,800. Highlights from the larger projects are listed below:

- Park Activity Center - $197,800 from General Fund and $3,950,000 from state grant
- Animal Shelter and Kennel - $640,000 from General Fund
- Dog Park (Old Valley Blvd) - $750,000 from Measure A Safe Parks Fund
- Local Streets Pavement Resurfacing - $500,000 (Prop C and RMRA/SB1 funds)
- Inyo Street Storm Drain Improvements - $500,000 from Measure W Fund
- Council Chamber Renovation- $300,000 from General Fund
- Local Streets Slurry Seal - $250,000 from RMRA/SB1 Fund.

<u>FISCAL IMPACT</u>

The City Budget is an authorization for appropriations of the use of public funds for the fiscal year ending June 30, 2025. General fund revenues and operating expenditures total $20,979,500. Total revenues are appropriated at $35,569,800 and total expenditures are appropriated at $41,036,800.

<u>RECOMMENDATION</u>

It is recommended that the City Council:

1) Approve the FY 2024-2025 Proposed Budget effective July 1, 2024;
2) Direct the City Manager to make any necessary changes to the recommended budget for incorporation into the final budget;
3) Adopt Resolution No. 24-5880 adopting the City’s Fiscal Year 2024-2025 annual budget;
4) Adopt Resolution No. 24-5881 adopting the City’s Gann Appropriation Limit for FY 2024-2025 and establishing controls on changes in appropriations for the various funds;
5) Adopt Resolutions No. 24-5882 and No. 24-5883 rescinding resolutions No. 24-5871 and No. 24-5850 amending the comprehensive personnel system and establishing authorized part-time and full-time positions and rates for City employees.
6) Approve the job descriptions for the Finance Manager, Community Outreach Program Supervisor, Information Technology Technician, and Grants & Housing Analyst positions.

ATTACHMENTS

Attachment “A”:	FY 24-25 Budget Book - Proposed
Attachment “B”:	Resolution No. 24-5880 (Approving FY 24/25 Budget)
Attachment “C”:	Resolution No. 24-5881 (Gann Appropriations Limit)
Attachment “D”	Resolution No. 24-5882 (PT Salary)
Attachment “E”	Resolution No. 24-5883 (FT Salary)
Attachment “F”	Job Description for Finance Manager
Attachment “G”	Job Description for Community Outreach Program Supervisor
Attachment “H”	Job Description for Information Technology Technician
Attachment “I”	Job Description for Grants & Housing Analyst

City of La Puente
CALIFORNIA

BUDGET

FOR THE FISCAL YEAR ENDED
JUNE 30, 2025

ATTACHMENT A

THE CITY OF

La Puente

"WHERE THE PAST MEETS THE FUTURE"

Summary of Estimated Fund Balances
Fiscal Year 2023-2024

	Fund Balance July 1, 2023	Revenues	Operating Expenditures
GENERAL FUND			
100 General Fund	$ 30,665,800	$ 19,322,600	$ 19,848,000
Total General Fund	**$ 30,665,800**	**$ 19,322,600**	**$ 19,848,000**
200 Gas Tax Fund	$ 18,900	$ 1,024,600	$ 1,038,900
202 RMRA (SB 1) Fund	2,371,300	925,200	24,900
203 Measure M Fund	942,500	710,700	164,400
205 Measure R Fund	521,600	629,300	149,400
210 Proposition A Fund	760,700	1,051,400	1,054,600
215 Proposition C Fund	3,398,500	860,400	88,100
220 Local Transportation (SB 821) Fund	-	98,500	-
230 HSIP Grant Fund	-	706,000	-
240 Supplement Law Enf Fund	-	186,200	-
245 JAG Grant	-	12,000	12,000
250 Office of Traffic Safety Fund	19,600	-	2,000
260 CDBG Program Fund	-	433,500	433,500
263 American Rescue Plan Act Fund	306,300	-	164,300
265 Cal Home Grant Fund	1,433,100	4,000	185,000
270 Air Quality Improvement Fund	179,900	53,300	148,900
275 PEG Access Fund	87,000	38,700	20,300
280 Miscellaneous Grant Fund	(1,906,400)	5,316,200	3,300,000
283 Measure A - Safe Parks Fund	-	56,800	56,800
284 Measure W Fund	377,700	343,100	95,200
285 Lighting & Landscaping Fund	852,100	1,036,400	1,014,100
290 Housing	471,600	3,000	-
Total Special Revenue Funds	**$ 9,834,400**	**$ 13,489,300**	**$ 7,952,400**
300 Citywide Debt Service Fund	$ -	$ -	$ 831,000
305 Series 2019A Debt Service Fund	-	-	261,800
310 Series 2019B Debt Service Fund	-	-	235,000
Total Debt Service Funds	**$ -**	**$ -**	**$ 1,327,800**
400 Capital Projects Fund	$ 31,200	$ -	$ 53,300
405 Series 2019A Capital Project Fund	668,600	-	-
410 Series 2019B Capital Project Fund	218,800	-	-
Total Capital Projects Funds	**$ 918,600**	**$ -**	**$ 53,300**
500 Sewer Construction/Mtce Fund	$ 8,755,300	$ 1,514,600	$ 888,600
Total Enterprise Funds	**$ 8,755,300**	**$ 1,514,600**	**$ 888,600**
550 Equipment Replacement Fund	$ 563,600	$ 195,500	$ 362,500
555 Vehicle Mtce/Replacement Fund	1,141,800	456,600	741,400
Total Internal Service Funds	**$ 1,705,400**	**$ 652,100**	**$ 1,103,900**
610 Successor Agency Fund	$ (17,817,600)	$ 665,500	$ 631,400
Total Successor Agency	**$ (17,817,600)**	**$ 665,500**	**$ 631,400**

Capital Improvements	Total Expenditures	Interfund Transfers: Transfers In	Interfund Transfers: Transfers Out	Net Change to Fund Balance	Estimated Fund Balance June 30, 2024
$ 370,000	$ 20,218,000	$ 457,300	$ 1,096,600	$ (1,534,700)	$ 29,131,100
$ 370,000	**$ 20,218,000**	**$ 457,300**	**$ 1,096,600**	**$ (1,534,700)**	**$ 29,131,100**
$ -	$ 1,038,900	$ -	$ -	$ (14,300)	$ 4,600
2,849,600	2,874,500	-	-	(1,949,300)	422,000
1,209,700	1,374,100	-	261,800	(925,200)	17,300
504,200	653,600	-	288,300	(312,600)	209,000
-	1,054,600	-	-	(3,200)	757,500
1,522,700	1,610,800	-	-	(750,400)	2,648,100
98,500	98,500	-	-	-	-
706,000	706,000	-	-	-	-
-	-	-	186,200	-	-
-	12,000	-	-	-	-
-	2,000	-	-	(2,000)	17,600
-	433,500	-	-	-	-
-	164,300	-	-	(164,300)	142,000
-	185,000	-	3,000	(184,000)	1,249,100
-	148,900	-	-	(95,600)	84,300
-	20,300	-	-	18,400	105,400
109,800	3,409,800	-	-	1,906,400	-
-	56,800	-	-	-	-
75,000	170,200	-	-	172,900	550,600
-	1,014,100	-	-	22,300	874,400
-	-	77,500	-	80,500	552,100
$ 7,075,500	**$ 15,027,900**	**$ 77,500**	**$ 739,300**	**$ (2,200,400)**	**$ 7,634,000**
$ -	$ 831,000	$ 831,000	$ -	$ -	$ -
-	261,800	261,800	-	-	-
-	235,000	235,000	-	-	-
$ -	**$ 1,327,800**	**$ 1,327,800**	**$ -**	**$ -**	**$ -**
$ 31,200	$ 84,500	$ 53,300	$ -	$ (31,200)	$ -
668,600	668,600	-	-	(668,600)	-
218,800	218,800	-	-	(218,800)	-
$ 918,600	**$ 971,900**	**$ 53,300**	**$ -**	**$ (918,600)**	**$ -**
$ -	$ 888,600	$ -	$ 268,100	$ 357,900	$ 9,113,200
$ -	**$ 888,600**	**$ -**	**$ 268,100**	**$ 357,900**	**$ 9,113,200**
$ -	$ 362,500	$ 120,800	$ -	$ (46,200)	$ 517,400
-	741,400	67,300	-	(217,500)	924,300
$ -	**$ 1,103,900**	**$ 188,100**	**$ -**	**$ (263,700)**	**$ 1,441,700**
$ -	$ 631,400	$ -	$ 402,600	$ (368,500)	$ (18,186,100)
$ -	**$ 631,400**	**$ -**	**$ 402,600**	**$ (368,500)**	**$ (18,186,100)**

Summary of Estimated Fund Balances
Fiscal Year 2024-2025

		Fund Balance July 1, 2024		Revenues		Operating Expenditures
GENERAL FUND						
100 General Fund	$	29,131,100	$	20,525,000	$	20,046,200
Total General Fund	**$**	**29,131,100**	**$**	**20,525,000**	**$**	**20,046,200**
200 Gas Tax Fund	$	4,600	$	1,041,200	$	1,024,500
202 RMRA (SB 1) Fund		422,000		990,000		74,600
203 Measure M Fund		17,300		749,800		242,800
205 Measure R Fund		209,000		659,700		377,100
210 Proposition A Fund		757,500		1,099,000		1,126,200
215 Proposition C Fund		2,648,100		894,100		123,200
220 Local Transportation (SB 821) Fund		-		38,400		-
240 Supplement Law Enf Fund		-		170,000		-
250 Office of Traffic Safety Fund		17,600		-		-
260 CDBG Program Fund		-		423,700		418,400
263 American Rescue Plan Act Fund		142,000		-		142,000
264 Permanent Local Housing (PLHA)		-		300,000		300,000
265 Cal Home Grant Fund		1,249,100		4,000		155,000
270 Air Quality Improvement Fund		84,300		52,000		1,100
275 PEG Access Fund		105,400		39,700		29,000
280 Miscellaneous Grant Fund		-		2,000,000		2,000,000
283 Measure A - Safe Parks Fund		-		108,000		107,900
284 Measure W Fund		550,600		342,000		104,400
285 Lighting & Landscaping Fund		874,400		1,056,100		1,051,300
290 Housing		552,100		3,000		-
Total Special Revenue Funds	**$**	**7,634,000**	**$**	**9,970,700**	**$**	**7,277,500**
300 Citywide Debt Service Fund	$	-	$	-	$	849,500
305 Series 2019A Debt Service Fund		-		-		260,600
310 Series 2019B Debt Service Fund		-		-		234,400
Total Debt Service Funds	**$**	**-**	**$**	**-**	**$**	**1,344,500**
400 Capital Projects Fund	$	-	$	-	$	53,300
Total Capital Projects Funds	**$**	**-**	**$**	**-**	**$**	**53,300**
500 Sewer Construction/Mtce Fund	$	9,113,200	$	1,538,400	$	968,300
Total Enterprise Funds	**$**	**9,113,200**	**$**	**1,538,400**	**$**	**968,300**
550 Equipment Replacement Fund	$	517,400	$	265,000	$	262,000
555 Vehicle Mtce/Replacement Fund		924,300		633,600		870,400
Total Internal Service Funds	**$**	**1,441,700**	**$**	**898,600**	**$**	**1,132,400**
610 Successor Agency Fund	$	(18,186,100)	$	701,000	$	621,500
Total Successor Agency	**$**	**(18,186,100)**	**$**	**701,000**	**$**	**621,500**

		Interfund Transfers			Estimated
Capital Improvements	Total Expenditures	Transfers In	Transfers Out	Net Change to Fund Balance	Fund Balance June 30, 2025
$ 1,137,800	$ 21,184,000	$ 454,500	$ 933,300	$ (1,137,800)	$ 27,993,300
$ 1,137,800	**$ 21,184,000**	**$ 454,500**	**$ 933,300**	**$ (1,137,800)**	**$ 27,993,300**
$ 10,000	$ 1,034,500	$ -	$ -	$ 6,700	$ 11,300
650,000	724,600	-	-	265,400	687,400
25,000	267,800	-	260,600	221,400	238,700
-	377,100	-	287,700	(5,100)	203,900
-	1,126,200	-	-	(27,200)	730,300
200,000	323,200	-	-	570,900	3,219,000
-	-	-	-	38,400	38,400
-	-	-	170,000	-	-
-	-	-	-	-	17,600
-	418,400	-	-	5,300	5,300
-	142,000	-	-	(142,000)	-
-	300,000	-	-	-	-
-	155,000	-	3,000	(154,000)	1,095,100
-	1,100	-	-	50,900	135,200
-	29,000	-	-	10,700	116,100
3,950,000	5,950,000	-	-	(3,950,000)	(3,950,000)
750,000	857,900	-	-	(749,900)	(749,900)
500,000	604,400	-	-	(262,400)	288,200
-	1,051,300	-	-	4,800	879,200
-	-	83,800	-	86,800	638,900
$ 6,085,000	**$ 13,362,500**	**$ 83,800**	**$ 721,300**	**$ (4,029,300)**	**$ 3,604,700**
$ -	$ 849,500	$ 849,500	$ -	$ -	$ -
-	260,600	260,600	-	-	-
-	234,400	234,400	-	-	-
$ -	**$ 1,344,500**	**$ 1,344,500**	**$ -**	**$ -**	**$ -**
$ -	$ 53,300	$ 53,300	$ -	$ -	$ -
$ -	**$ 53,300**	**$ 53,300**	**$ -**	**$ -**	**$ -**
$ -	$ 968,300	$ -	$ 281,500	$ 288,600	$ 9,401,800
$ -	**$ 968,300**	**$ -**	**$ 281,500**	**$ 288,600**	**$ 9,401,800**
$ -	$ 262,000	$ -	$ -	$ 3,000	$ 520,400
-	870,400	-	-	(236,800)	687,500
$ -	**$ 1,132,400**	**$ -**	**$ -**	**$ (233,800)**	**$ 1,207,900**
$ -	$ 621,500	$ -	$ 434,200	$ (354,700)	$ (18,540,800)
$ -	**$ 621,500**	**$ -**	**$ 434,200**	**$ (354,700)**	**$ (18,540,800)**

REVENUE SUMMARY

Annual Budget 2025

Revenue Details
Fiscal Year 2024-2025

Account Number	Revenue Source	FY 22-23 Actuals	FY 23-24 Adopted Budget	FY 23-24 Estimated Actuals	FY 24-25 Proposed Budget	% Change From Prior Year Budget
GENERAL FUND - 100						
Taxes & Assessments						
100-41050	Sales and Use Tax	$ 3,585,571	$ 3,695,400	$ 3,530,000	$ 3,701,800	0%
100-41055	Sales and Use Tax - Measure LP	3,417,493	3,548,000	3,280,000	3,481,000	-2%
100-41100	Franchise - Edison Co.	267,576	260,000	267,300	267,500	3%
100-41110	Franchise - So. Ca. Gas Co.	103,743	102,700	125,300	125,300	22%
100-41120	Franchise - SGV Water Co	20,777	20,000	21,700	21,500	8%
100-41130	Franchise - SuburbanWater	59,168	60,000	60,300	61,000	2%
100-41140	Franchise - Cable/Video	183,433	200,000	156,500	155,000	-23%
100-41150	Franchise - Waste	559,374	550,000	572,400	575,000	5%
100-41160	Implementation Fee -AB939	100,000	100,000	100,000	100,000	0%
100-41180	Property Tax	1,928,093	1,737,000	1,954,800	2,152,600	24%
100-41181	Property Tax Administration	(20,647)	(21,500)	(22,700)	(23,800)	11%
100-41182	Property Tax In-Lieu of VLF	5,683,844	5,939,000	6,062,700	6,365,800	7%
100-41190	Sales & Uses Tax in-Lieu	13,226	13,200	13,200	13,200	0%
100-41200	Transient Occupancy Tax	273,649	270,000	293,800	280,000	4%
100-41210	Property Transfer Tax	68,608	60,000	61,600	60,000	0%
100-41220	Business License/Permits	105,226	93,000	91,600	92,000	-1%
	Total Taxes & Assessments	**$ 16,349,134**	**$ 16,626,800**	**$ 16,568,500**	**$ 17,427,900**	**5%**
Licenses & Permits						
100-42100	Industrial Waste Permits	$ 45,636	$ 30,000	$ 28,800	$ 30,000	0%
100-42110	Bldg & Safety Permits	675,163	400,000	630,000	652,800	63%
100-42130	Special Permits	31,333	22,700	18,600	19,400	-15%
100-42135	RV Permits	-	-	100	100	0%
100-42140	Animal License Fees	42,643	70,000	58,200	65,000	-7%
100-42150	Business License App Fee	62,946	63,000	61,200	78,700	25%
100-42160	SB 1186 (CASP Fee)	5,792	5,000	5,100	5,000	0%
	Total Licenses and Permits	**$ 863,513**	**$ 590,700**	**$ 802,000**	**$ 851,000**	**44%**
Fines & Forfeitures						
100-43100	Court Fines	$ 43,986	$ 35,000	$ 17,800	$ 20,000	-43%
100-43110	Parking Citations	442,505	350,000	545,500	565,000	61%
100-43120	Admin. Penalties - Code	40,058	12,000	48,700	40,000	233%
100-43130	Admin Penalties - Animal	4,385	2,500	2,800	2,500	0%
	Total Fines & Forfeitures	**$ 530,934**	**$ 399,500**	**$ 614,800**	**$ 627,500**	**57%**
Use of Money						
100-44100	Interest On Investments	$ 313,326	$ 200,000	$ 310,000	$ 320,000	60%
100-44150	Interest on Leases	12,349	-	-	-	0%
	Total Use of Money	**$ 325,675**	**$ 200,000**	**$ 310,000**	**$ 320,000**	**60%**
Intergovernmental						
100-45100	Federal Grant	$ 7,626	$ 25,000	$ 34,400	$ 8,500	-66%
100-45110	State Grants	154,129	-	2,300	60,000	0%
100-45120	County Grant	50,000	-	-	-	0%

Revenue Details
Fiscal Year 2024-2025

Account Number	Revenue Source	FY 22-23 Actuals	FY 23-24 Adopted Budget	FY 23-24 Estimated Actuals	FY 24-25 Proposed Budget	% Change From Prior Year Budget
100-45140	State Mandated Reimbursements	110,919	10,000	15,000	30,000	200%
100-45145	Motor Vehicle License Fees	38,970	39,000	39,000	39,000	0%
	Total Intergovernmental	**$ 361,644**	**$ 74,000**	**$ 90,700**	**$ 137,500**	**86%**
Charges for Services						
100-47100	Zoning Fees	$ 74,375	$ 55,200	$ 72,200	$ 70,800	28%
100-47110	Building Plan Check Fees	275,995	250,000	251,200	301,000	20%
100-47120	Public Works Inspection Fees	204,208	190,400	174,100	175,000	-8%
100-47150	Repair to Public Property	16,992	10,000	5,000	8,900	-11%
100-47160	Facility Rental	2,206	30,000	7,200	8,000	-73%
100-47170	Subdivision Fees	2,231	2,000	1,800	2,000	0%
100-47180	Site Plan Review	6,105	6,000	7,600	7,000	17%
100-47210	Emergency Response Progrm	50	500	100	500	0%
100-47220	Vehicle Impound Fees	26,844	25,000	28,500	27,900	12%
100-47240	Foreclosure Registration Fee	300	200	100	200	0%
100-47260	Recreation Programs	177,948	102,000	197,100	220,000	116%
100-47270	Senior Center Programs	904	2,000	1,000	2,000	0%
100-47280	Landscape Maintenance	10,337	9,000	10,200	10,000	11%
100-47290	Passport Program	54,007	42,000	32,600	40,000	-5%
100-47300	Telecommunication Lease/Rental	25,616	38,000	38,000	38,000	0%
100-47440	Solid Waste Review Fee	4,020	2,000	3,600	3,000	50%
100-47445	EV Charging Fees	772	-	5,600	10,000	0%
	Total Charges For Services	**$ 882,910**	**$ 764,300**	**$ 835,900**	**$ 924,300**	**21%**
Other Financing Sources						
100-48100	Successor Agency Reimbursement	$ 15,000	$ 15,000	$ 15,000	$ 15,000	0%
100-48105	LPCF Reimbursement	-	81,200	38,500	190,600	135%
100-48120	Tap Card Sales	28	100	100	100	0%
100-48130	Donations	1,550	1,000	7,100	1,000	0%
100-48140	Military Banner Donation	(286)	100	200	100	0%
100-48900	Miscellaneous	51,290	15,000	39,800	30,000	100%
100-49120	Revenue-Unrealized Gain	(695,732)	-	-	-	0%
100-49900	Transfers in from Other Funds	4,943,808	437,200	457,300	454,500	4%
	Total Other Financing Sources	**$ 4,315,658**	**$ 549,600**	**$ 558,000**	**$ 691,300**	**26%**
	Total General Fund	**$23,629,468**	**$ 19,204,900**	**$ 19,779,900**	**$ 20,979,500**	**9%**
SPECIAL REVENUE FUNDS						
Gas Tax Fund						
200-44100	Interest On Investments	$ 2	$ 1,000	$ 1,000	$ 1,000	0%
200-45144	Gas Tax - 2107.5	6,000	6,000	6,000	6,000	0%
200-45150	Gas Tax - 2103	309,859	380,700	334,700	337,600	-11%
200-45151	Gas Tax - 2105	216,420	253,500	231,400	236,000	-7%
200-45152	Gas Tax - 2106	129,036	150,300	135,100	137,700	-8%
200-45153	Gas Tax - 2107	294,944	302,700	316,200	322,600	7%
200-47150	Repair to Public Property	1,883	500	200	300	-40%
200-48900	Miscellaneous	191,232	-	-	-	0%

Revenue Details
Fiscal Year 2024-2025

Account Number	Revenue Source	FY 22-23 Actuals	FY 23-24 Adopted Budget	FY 23-24 Estimated Actuals	FY 24-25 Proposed Budget	% Change From Prior Year Budget
	Total State Gas Tax	**$ 1,149,376**	**$ 1,094,700**	**$ 1,024,600**	**$ 1,041,200**	**-5%**
RMRA (SB 1) Fund						
202-44100	Interest On Investments	$ 17,673	$ 3,000	$ 15,000	$ 17,000	467%
202-45154	Gas Tax - RMRA	848,489	939,800	910,200	973,000	4%
	Total RMRA (SB 1)	**$ 866,162**	**$ 942,800**	**$ 925,200**	**$ 990,000**	**5%**
Measure M Fund						
203-44100	Interest On Investments	$ 9,318	$ 3,000	$ 8,000	$ 9,000	200%
203-45205	Measure M Allocations	741,291	765,900	702,700	740,800	-3%
	Total Measure M	**$ 750,609**	**$ 768,900**	**$ 710,700**	**$ 749,800**	**-2%**
Measure R Fund						
205-44100	Interest On Investments	$ 6,709	$ 3,000	$ 6,000	$ 6,000	100%
205-45200	Measure R Allocations	655,306	675,800	623,300	653,700	-3%
	Total Measure R	**$ 662,015**	**$ 678,800**	**$ 629,300**	**$ 659,700**	**-3%**
Proposition A Fund						
210-44100	Interest On Investments	$ 9,193	$ 4,000	$ 8,000	$ 8,500	113%
210-45210	Prop A Transportation Funds	1,053,674	1,086,300	1,004,200	1,050,700	-3%
210-46100	Dial-A-Ride Fares	467	500	800	600	20%
210-46105	Shuttle Fares	23,751	25,000	23,500	24,100	-4%
210-46110	Foothill Pass Sales	10,747	12,000	10,900	11,000	-8%
210-46120	Metrolink Pass Sales	-	500	100	100	-80%
210-46130	MTA Pass Sales	3,144	4,000	3,900	4,000	0%
	Total Proposition A	**$ 1,100,976**	**$ 1,132,300**	**$ 1,051,400**	**$ 1,099,000**	**-3%**
Proposition C Fund						
215-44100	Interest On Investments	$ 28,542	$ 8,000	$ 21,000	$ 22,600	183%
215-45220	Prop C Transportation Funds	873,993	901,100	839,400	871,500	-3%
215-49900	Transfers in from Other Funds	17,400	-	-	-	0%
	Total Proposition C	**$ 919,935**	**$ 909,100**	**$ 860,400**	**$ 894,100**	**-2%**
Local Transportation Fund						
220-45190	SB 821 Allocation	$ -	$ -	$ 98,500	$ 38,400	0%
	Total Local Transportation Fund	**$ -**	**$ -**	**$ 98,500**	**$ 38,400**	**0%**
HSIP Grant Fund						
230-45100	Federal Grant	$ 3,900	$ 706,000	$ 706,000	$ -	-100%
	Total HSIP Grant	**$ 3,900**	**$ 706,000**	**$ 706,000**	**$ -**	**-100%**
Supplemental Law Enforcement Fund						
240-45160	Citizen's Option for Public Safety	$ 165,271	$ 165,000	$ 186,200	$ 170,000	3%
	Total Supplemental Law Enforcement	**$ 165,271**	**$ 165,000**	**$ 186,200**	**$ 170,000**	**3%**
JAG Grant Fund						

Revenue Details
Fiscal Year 2024-2025

Account Number	Revenue Source	FY 22-23 Actuals	FY 23-24 Adopted Budget	FY 23-24 Estimated Actuals	FY 24-25 Proposed Budget	% Change From Prior Year Budget
245-45100	Federal Grant	$ 22,371	$ -	$ 12,000	$ -	0%
	Total JAG Grant	**$ 22,371**	**$ -**	**$ 12,000**	**$ -**	**0%**
Office of Traffic Safety Fund						
250-44100	Interest On Investments	$ 178	$ -	$ -	$ -	0%
	Total Traffic Safety Fund	**$ 178**	**$ -**	**$ -**	**$ -**	**0%**
Community Development Block Grant Fund						
260-46141	Program Income	$ 216	$ 600	$ 50,000	$ 600	0%
260-46150	CDBG Revenue	296,266	409,400	383,500	423,100	3%
	Total Community Development Block Grant	**$ 296,482**	**$ 410,000**	**$ 433,500**	**$ 423,700**	**3%**
American Rescue Plan Act						
263-46152	ARPA Revenue	$ 7,449,493	$ 572,500	$ -	$ -	-100%
	Total American Rescue Plan Act	**$ 7,449,493**	**$ 572,500**	**$ -**	**$ -**	**-100%**
Permanent Local Housing Fund (PLHA)						
264-45110	State Grants	$ -	$ -	$ -	$ 300,000	0%
	Total PLHA	**$ -**	**$ -**	**$ -**	**$ 300,000**	**0%**
Cal Home Grant Fund						
265-44100	Interest On Investments	$ 6,133	$ 2,000	$ 4,000	$ 4,000	100%
	Total Cal Home Grant	**$ 6,133**	**$ 2,000**	**$ 4,000**	**$ 4,000**	**100%**
Air Quality Improvement District Fund						
270-44100	Interest On Investments	$ 1,279	$ 1,000	$ 1,000	$ 1,000	0%
270-45010	Clean Transportation Grant	-	25,000	-	-	-100%
270-45170	AB 2766 Fees	62,801	51,000	52,300	51,000	0%
270-47150	Repair to Public Property	31,958	-	-	-	0%
	Total Air Quality Improvement District	**$ 96,038**	**$ 77,000**	**$ 53,300**	**$ 52,000**	**-32%**
PEG Access Fund						
275-41140	Franchise - Cable/Video	$ 36,799	$ 39,000	$ 38,700	$ 39,000	0%
275-44100	Interest On Investments	663	700	-	700	0%
	Total PEG Access	**$ 37,462**	**$ 39,700**	**$ 38,700**	**$ 39,700**	**0%**
Miscellaneous Grant Fund						
280-45110	State Grants	$ 6,571,985	$ 3,632,900	$ 5,276,200	$ 2,000,000	-45%
280-45130	Miscellaneous Grants	-	-	40,000	-	0%
	Total Miscellaneous Grant	**$ 6,571,985**	**$ 3,632,900**	**$ 5,316,200**	**$ 2,000,000**	**-45%**
Measure A Safe Parks Fund						
283-45240	Measure A Allocations - M & S	$ -	$ 93,900	$ 56,800	$ 108,000	15%
283-45245	Measure A Allocations - CPIP	74,137	-	-	-	0%
	Total Measure A Safe Parks Fund	**$ 74,137**	**$ 93,900**	**$ 56,800**	**$ 108,000**	**15%**
Measure W Fund						

Revenue Details
Fiscal Year 2024-2025

Account Number	Revenue Source	FY 22-23 Actuals	FY 23-24 Adopted Budget	FY 23-24 Estimated Actuals	FY 24-25 Proposed Budget	% Change From Prior Year Budget
284-44100	Interest On Investments	$ 2,961	$ 500	$ 2,000	$ 2,000	300%
284-45215	Measure W Allocation	344,106	340,000	341,100	340,000	0%
	Total Measure W	**$ 347,067**	**$ 340,500**	**$ 343,100**	**$ 342,000**	**0%**
Lighting & Landscape Maint. Fund						
285-41180	Property Tax	$ 1,007,810	$ 967,800	$ 1,012,700	$ 1,063,300	10%
285-41181	Property Tax Administration	(11,617)	(12,200)	12,700	(13,300)	9%
285-44100	Interest On Investments	6,742	4,000	6,000	6,100	53%
285-47150	Repair to Public Property	24,469	-	5,000	-	0%
285-48900	Miscellaneous	30,068	-	-	-	0%
	Total Lighting & Landscape Maint.	**$ 1,057,472**	**$ 959,600**	**$ 1,036,400**	**$ 1,056,100**	**10%**
Low-Mod Housing Asset Fund						
290-44100	Interest On Investments	$ 4,024	$ 1,000	$ 3,000	$ 3,000	**200%**
290-49900	Transfers in from Other Funds	80,503	77,500	77,500	83,800	8%
	Total Low-Mod Housing Asset Fund	**$ 84,527**	**$ 78,500**	**$ 80,500**	**$ 86,800**	**11%**
	Total Special Revenue Funds	**$ 21,661,589**	**$ 12,604,200**	**$ 13,566,800**	**$ 10,054,500**	**-20%**
DEBT SERVICE FUNDS						
Citywide Debt Service Fund						
300-49900	Transfers in from Other Funds	$ 743,801	$ 831,000	$ 831,000	$ 849,500	2%
	Total Series Citywide Debt Service Fund	**$ 743,801**	**$ 831,000**	**$ 831,000**	**$ 849,500**	**2%**
Series 2019A Debt Service Fund						
305-49900	Transfers in from Other Funds	$ 262,838	$ 261,800	$ 261,800	$ 260,600	0%
	Total Series 2019A Debt Service Fund	**$ 262,838**	**$ 261,800**	**$ 261,800**	**$ 260,600**	**0%**
Series 2019B Debt Service Fund						
310-49900	Transfers in from Other Funds	$ 235,400	$ 235,000	$ 235,000	$ 234,400	0%
	Total Series 2019B Debt Service Fund	**$ 235,400**	**$ 235,000**	**$ 235,000**	**$ 234,400**	**0%**
	Total Debt Service Funds	**$ 1,242,039**	**$ 1,327,800**	**$ 1,327,800**	**$ 1,344,500**	**1%**
CAPITAL PROJECTS FUNDS						
Capital Projects Fund						
400-44100	Interest On Investments	$ 38	$ -	$ -	$ -	0%
400-49900	Transfers in from Other Funds	580,030	53,300	53,300	53,300	0%
	Total Capital Projects	**$ 580,068**	**$ 53,300**	**$ 53,300**	**$ 53,300**	**0%**
Series 2019A Capital Project Fund						
405-44100	Interest On Investments	$ 41	$ -	$ -	$ -	0%
	Total Series 2019A Capital Project Fund	**$ 41**	**$ -**	**$ -**	**$ -**	**0%**
Series 2019B Capital Project Fund						
410-44100	Interest On Investments	$ 18	$ -	$ -	$ -	0%
	Total Series 2019B Capital Project Fund	**$ 18**	**$ -**	**$ -**	**$ -**	**0%**
	Total Capital Projects Funds	**$ 580,127**	**$ 53,300**	**$ 53,300**	**$ 53,300**	**0%**
PROPRIETARY FUNDS						
Sewer Construction/Maintenance Fund						

Revenue Details
Fiscal Year 2024-2025

Account Number	Revenue Source	FY 22-23 Actuals	FY 23-24 Adopted Budget	FY 23-24 Estimated Actuals	FY 24-25 Proposed Budget	% Change From Prior Year Budget
500-44100	Interest On Investments	$ 23,321	$ 20,000	$ 21,600	$ 20,000	0%
500-47150	Repair to Public Property	-	1,000	8,000	1,000	0%
500-47400	Sewer Impact Fee	19,089	110,000	144,600	110,000	0%
500-47405	Sewer Maintenance Fee (178.22) CSMD	437,000	440,000	441,900	464,000	5%
500-47410	Sewer Maintenance Fee (178.51) Bond	893,126	896,000	898,500	943,400	5%
	Total Sewer Construction/Maint.	**$ 1,372,536**	**$ 1,467,000**	**$ 1,514,600**	**$ 1,538,400**	**5%**
Equipment Replacement Fund						
550-44100	Interest On Investments	$ 3,594	$ 1,000	$ 3,000	$ 3,000	200%
550-47420	Sale of Real & Personal Property	(1,811)	-	-	-	0%
550-49150	Equipment Replacement Charge	167,000	192,500	192,500	262,000	36%
550-49900	Transfers in from Other Funds	126,697	-	120,800	-	0%
	Total Equipment Replacement	**$ 295,480**	**$ 193,500**	**$ 316,300**	**$ 265,000**	**37%**
Vehicle Maintenance & Replacement Fund						
555-44100	Interest On Investments	$ 1,689	$ 200	$ 1,000	$ 1,200	500%
555-47150	Repair to Public Property	3,300	-	-	-	0%
555-47420	Sale of Real & Personal Property	(3,840)	-	-	-	0%
555-49140	Vehicle/Equipment Replacement Charges	344,800	455,600	455,600	632,400	39%
555-49900	Transfers in from Other Funds	162,365	-	67,300	-	0%
	Total Vehicle Maintenance & Replacement	**$ 508,314**	**$ 455,800**	**$ 523,900**	**$ 633,600**	**39%**
	Total Proprietary Funds	**$ 2,176,330**	**$ 2,116,300**	**$ 2,354,800**	**$ 2,437,000**	**15%**
Successor Agency Fund						
610-41180	Property Tax	$ 664,442	$ 661,500	$ 661,500	$ 697,000	5%
610-44100	Interest On Investments	4,737	100	4,000	4,000	3900%
	Total Successor Agency	**$ 669,179**	**$ 661,600**	**$ 665,500**	**$ 701,000**	**6%**
	Total City	**$ 49,958,732**	**$ 35,968,100**	**$ 37,748,100**	**$ 35,569,800**	**-1%**

EXPENDITURE SUMMARY

Annual Budget 2025

Budgeted Expenditure by Type
Fiscal Year 2024-2025

Acct. No.	Department	Personnel Services	Operating Expenditures	Capital Outlay	Capital Improvement	Debt Services	Transfer Out	Total
100-1100	City Council	$ 199,100	$ 106,300	$ -	$ -	$ -	$ -	$ 305,400
100-1110	Administration	626,400	344,300	-	-	-	-	970,700
100-1120	City Clerk	235,000	142,400	-	-	-	-	377,400
100-1130	Financial Services	666,700	176,400	-	-	-	-	843,100
100-1135	Human Resources/Rsk Mgmt	57,700	492,200	-	-	-	849,500	1,399,400
100-1150	General Services	-	281,900	-	-	-	-	281,900
275-1125	Peg Access Channel	-	19,000	10,000	-	-	-	29,000
300-1135	Human Resources/Rsk Mgmt	-	-	-	-	849,500	-	849,500
550-6100	Information Technology	-	262,000	-	-	-	-	262,000
	General Government	**$ 1,784,900**	**$ 1,824,500**	**$ 10,000**	**$ -**	**$ 849,500**	**$ 849,500**	**$ 5,318,400**
100-2100	Public Safety Services	$ -	$ 9,406,300	$ -	$ -	$ -	$ -	$ 9,406,300
100-2110	Code Enforcement Svcs	1,029,000	449,200	-	-	-	-	1,478,200
100-2120	Emergency Preparedness	-	7,400	-	-	-	-	7,400
100-2130	Animal Control Services	300,500	132,900	-	-	-	-	433,400
240-2100	Public Safety Services	-	-	-	-	-	170,000	170,000
	Public Safety	**$ 1,329,500**	**$ 9,995,800**	**$ -**	**$ -**	**$ -**	**$ 170,000**	**$11,495,300**
100-3100	Public Works Services	$ -	$ 119,500	$ -	$ -	$ -	$ -	$ 119,500
100-3110	Engineering Svcs	-	155,400	-	-	-	-	155,400
100-3300	Planning/Zoning Svcs	328,400	121,900	-	-	-	-	450,300
100-3310	Building & Safety Svcs	-	576,600	-	-	-	-	576,600
100-3320	Housing/Community Svcs	119,900	20,300	-	-	-	83,800	224,000
100-3325	Comm Outreach	542,000	65,700	-	-	-	-	607,700
100-3330	Parks	785,800	301,100	-	-	-	-	1,086,900
200-3120	Streets/Sidewalks	196,300	828,200	-	-	-	-	1,024,500
202-3120	Streets/Sidewalks	54,600	20,000	-	-	-	-	74,600
203-3120	Streets/Sidewalks	224,300	18,500	-	-	-	260,600	503,400
205-3120	Streets/Sidewalks	358,600	18,500	-	-	-	287,700	664,800
210-3130	Transportation	187,100	939,100	-	-	-	-	1,126,200
215-3130	Transportation	123,200	-	-	-	-	-	123,200
260-3320	Housing/Community Svcs	304,400	114,000	-	-	-	-	418,400
263-3320	Housing/Community Svcs	-	142,000	-	-	-	-	142,000
264-3320	Housing/Community Svcs	-	300,000	-	-	-	-	300,000
265-3320	Housing/Community Svcs	-	155,000	-	-	-	3,000	158,000
270-3100	Public Works Services	1,100	-	-	-	-	-	1,100
280-3300	Planning/Zoning Svcs	-	2,000,000	-	-	-	-	2,000,000
283-3330	Parks	80,700	27,200	-	-	-	-	107,900
284-3100	Public Works Services	-	104,400	-	-	-	-	104,400
285-3330	Parks	102,200	949,100	-	-	-	-	1,051,300
305-3120	Streets/Sidewalks	-	-	-	-	260,600	-	260,600
310-3120	Streets/Sidewalks	-	-	-	-	234,400	-	234,400
400-3120	Streets/Sidewalks	-	-	-	-	53,300	-	53,300
555-3150	Vehicle Mtce & Replacement	-	835,400	25,000	-	10,000	-	870,400
	Development Services	**$ 3,408,600**	**$ 7,811,900**	**$ 25,000**	**$ -**	**$ 558,300**	**$ 635,100**	**$12,438,900**

Budgeted Expenditure by Type Fiscal Year 2024-2025

Acct. No.	Department	Personnel Services	Operating Expenditures	Capital Outlay	Capital Improvement	Debt Services	Transfer Out	Total
500-3210	Sewer Maintenance	$ -	$ 390,800	$ -	$ -	$ 577,500	$ 281,500	$ 1,249,800
	Sewer	**$ -**	**$ 390,800**	**$ -**	**$ -**	**$ 577,500**	**$ 281,500**	**$ 1,249,800**
100-4100	Recreation Services	$ 1,051,800	$ 192,500	$ -	$ -	$ -	$ -	$ 1,244,300
100-4110	Youth Learning Activity Services	391,800	107,800	-	-	-	-	499,600
100-4130	Senior Services	102,600	77,300	-	-	-	-	179,900
100-4140	Community Promotions	-	332,100	-	-	-	-	332,100
	Community Services	**$ 1,546,200**	**$ 709,700**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 2,255,900**
610-5100	Rpttf	$ -	$ 4,100	$ -	$ -	$ 617,400	$ 434,200	$ 1,055,700
	Successor Agency	**$ -**	**$ 4,100**	**$ -**	**$ -**	**$ 617,400**	**$ 434,200**	**$ 1,055,700**
	Capital Improvement Projects	$ -	$ -	$ -	$ 7,222,800	$ -	$ -	$ 7,222,800
	Capital Improvements	**$ -**	**$ -**	**$ -**	**$ 7,222,800**	**$ -**	**$ -**	**$ 7,222,800**
	Total	**$ 8,069,200**	**$ 20,736,800**	**$ 35,000**	**$ 7,222,800**	**$ 2,602,700**	**$ 2,370,300**	**$41,036,800**

Budgeted Expenditure by Fund
Fiscal Year 2024-2025

Dept	Fund	Description	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
GENERAL FUND							
1100	100	City Council	$ 248,730	$ 291,500	$ 268,700	$ 305,400	5%
1110	100	Administration	927,428	864,600	974,200	970,700	12%
1120	100	City Clerk	360,285	292,000	263,300	377,400	29%
1130	100	Financial Services	757,626	743,400	807,300	843,100	13%
1135	100	Human Resources/Rsk Mgmt	1,652,655	1,669,500	1,633,900	1,399,400	-16%
1150	100	General Services	241,928	244,100	434,700	281,900	15%
2100	100	Public Safety Services	8,076,773	9,786,400	8,852,200	9,406,300	-4%
2110	100	Code Enforcement Svcs	1,220,771	1,394,800	1,497,100	1,478,200	6%
2120	100	Emergency Preparedness	2,405	7,400	3,400	7,400	0%
2130	100	Animal Control Services	355,326	503,500	444,000	433,400	-14%
3100	100	Public Works Services	182,383	96,900	137,700	119,500	23%
3110	100	Engineering Svcs	168,194	136,800	151,100	155,400	14%
3300	100	Planning/Zoning Svcs	969,159	465,800	489,100	450,300	-3%
3310	100	Building & Safety Svcs	574,993	393,500	532,400	576,600	47%
3320	100	Housing/Community Svcs	119,911	356,000	356,300	224,000	-37%
3325	100	Comm Outreach	126,135	1,159,700	947,200	607,700	-48%
3330	100	Parks	1,080,213	905,600	921,500	1,086,900	20%
4100	100	Recreation Services	994,275	1,236,800	971,400	1,244,300	1%
4110	100	Youth Learning Activity Services	476,365	449,800	460,400	499,600	11%
4130	100	Senior Services	157,201	171,900	157,600	179,900	5%
4140	100	Community Promotions	275,444	793,600	641,100	332,100	-58%
		Total General Fund	**$ 18,968,200**	**$ 21,963,600**	**$ 20,944,600**	**$ 20,979,500**	**-4%**
GAS TAX FUND							
3120	200	Streets/Sidewalks	$ 1,130,501	$ 1,074,700	$ 1,038,900	$ 1,024,500	-5%
		Total State Gas Tax Fund	**$ 1,130,501**	**$ 1,074,700**	**$ 1,038,900**	**$ 1,024,500**	**-5%**
RMRA (SB 1)							
3120	202	Streets/Sidewalks	$ 23,266	$ 27,000	$ 24,900	$ 74,600	176%
		Total RMRA (SB 1) Fund	**$ 23,266**	**$ 27,000**	**$ 24,900**	**$ 74,600**	**176%**
MEASURE M FUND							
3120	203	Streets/Sidewalks	$ 418,225	$ 443,500	$ 426,200	$ 503,400	14%
		Total Measure M Fund	**$ 418,225**	**$ 443,500**	**$ 426,200**	**$ 503,400**	**14%**
MEASURE R FUND							
3120	205	Streets/Sidewalks	$ 429,801	$ 487,700	$ 437,700	$ 664,800	36%
		Total Measure R Fund	**$ 429,801**	**$ 487,700**	**$ 437,700**	**$ 664,800**	**36%**
PROP A FUND							
3130	210	Transportation	$ 1,043,832	$ 1,071,500	$ 1,054,600	$ 1,126,200	5%
		Total Proposition A Fund	**$ 1,043,832**	**$ 1,071,500**	**$ 1,054,600**	**$ 1,126,200**	**5%**
PROP C FUND							
3130	215	Transportation	$ 47,116	$ 119,900	$ 88,100	$ 123,200	3%
		Total Proposition C Fund	**$ 47,116**	**$ 119,900**	**$ 88,100**	**$ 123,200**	**3%**

Budgeted Expenditure by Fund
Fiscal Year 2024-2025

Dept	Fund	Description	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
SUPPLEMENTAL LAW ENFORCEMENT FUND							
2100	240	Public Safety Services	$ 165,271	$ 165,000	$ 186,200	$ 170,000	3%
		Total Supplemental Law Enforcement Fund	**$ 165,271**	**$ 165,000**	**$ 186,200**	**$ 170,000**	**3%**
JAG GRANT FUND							
2100	245	Public Safety Services	$ 10,824	$ -	$ 12,000	$ -	0%
		Total JAG Grant Fund	**$ 10,824**	**$ -**	**$ 12,000**	**$ -**	**0%**
CDBG PROGRAM FUND							
3320	260	Housing/Community Svcs	$ 296,481	$ 410,000	$ 433,500	$ 418,400	2%
		Total CDBG Program Fund	**$ 296,481**	**$ 410,000**	**$ 433,500**	**$ 418,400**	**2%**
AMERICAN RESCUE PLAN ACT FUND							
3320	263	Housing/Community Svcs	$ 6,900,920	$ 306,300	$ 164,300	$ 142,000	-54%
		Total ARPA Fund	**$ 6,900,920**	**$ 306,300**	**$ 164,300**	**$ 142,000**	**-54%**
Permanent Local Housing (PLHA)							
3320	264	Housing/Community Svcs	$ -	$ -	$ -	$ 300,000	0%
		Total PLHA Fund	**$ -**	**$ -**	**$ -**	**$ 300,000**	**0%**
CAL HOME GRANT FUND							
3320	265	Housing/Community Svcs	$ 3,385	$ 160,000	$ 188,000	$ 158,000	-1%
		Total Cal Home Loan Fund	**$ 3,385**	**$ 160,000**	**$ 188,000**	**$ 158,000**	**-1%**
AIR QUALITY IMPROVEMENT FUND							
3100	270	Public Works Services	$ 123	$ 148,900	$ 148,900	$ 1,100	-99%
		Total Air Quality Improvement Fund	**$ 123**	**$ 148,900**	**$ 148,900**	**$ 1,100**	**-99%**
PEG ACCESS FUND							
1125	275	Peg Access Channel	$ 19,942	$ 29,000	$ 20,300	$ 29,000	0%
		Total Peg Access Fund	**$ 19,942**	**$ 29,000**	**$ 20,300**	**$ 29,000**	**0%**
MISCELLANEOUS GRANTS FUND							
3300	280	Planning/Zoning Svcs	$ 731,619	$ 3,300,000	$ 3,300,000	$ 2,000,000	-39%
		Total Miscellaneous Grant Fund	**$ 731,619**	**$ 3,300,000**	**$ 3,300,000**	**$ 2,000,000**	**-39%**
MEASURE A SAFE PARKS FUND							
3330	283	Parks	$ 28,146	$ 93,900	$ 56,800	$ 107,900	15%
		Total Measure A Safe Parks Fund	**$ 28,146**	**$ 93,900**	**$ 56,800**	**$ 107,900**	**15%**
MEASURE W							
3100	284	Public Works Services	$ 66,816	$ 95,200	$ 95,200	$ 104,400	10%
		Total Measure W Fund	**$ 66,816**	**$ 95,200**	**$ 95,200**	**$ 104,400**	**10%**
LIGHTING & LANDSCAPE MAINTENANCE							
3330	285	Parks	$ 985,710	$ 1,028,400	$ 1,014,100	$ 1,051,300	2%

Budgeted Expenditure by Fund
Fiscal Year 2024-2025

Dept	Fund	Description	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
		Total Lighting & Landscaping Fund	**$ 985,710**	**$ 1,028,400**	**$ 1,014,100**	**$ 1,051,300**	**2%**
CITYWIDE DEBT SERVICE							
1135	300	Human Resources/Rsk Mgmt	$ 743,801	$ 831,000	$ 831,000	$ 849,500	2%
		Total Citywide Debt Service Fund	**$ 743,801**	**$ 831,000**	**$ 831,000**	**$ 849,500**	**2%**
2019A - DEBT SERVICE FUND							
3120	305	Streets/Sidewalks	$ 262,838	$ 261,800	$ 261,800	$ 260,600	0%
		Total Series 2019A Debt Service Fund	**$ 262,838**	**$ 261,800**	**$ 261,800**	**$ 260,600**	**0%**
2019B - DEBT SERVICE FUND							
3120	310	Streets/Sidewalks	$ 235,400	$ 235,000	$ 235,000	$ 234,400	0%
		Total Series 2019B Debt Service Fund	**$ 235,400**	**$ 235,000**	**$ 235,000**	**$ 234,400**	**0%**
CAPITAL PROJECTS FUND							
3120	400	Streets/Sidewalks	$ 68,669	$ 53,300	$ 53,300	$ 53,300	0%
		Total Capital Projects Fund	**$ 68,669**	**$ 53,300**	**$ 53,300**	**$ 53,300**	**0%**
SEWER CONSTRUCTION/MAINTENANCE FUND							
3210	500	Sewer Maintenance	$ 1,010,037	$ 1,232,900	$ 1,156,700	$ 1,249,800	1%
		Total Sewer Construction/Mtce Fund	**$ 1,010,037**	**$ 1,232,900**	**$ 1,156,700**	**$ 1,249,800**	**1%**
EQUIPMENT REPLACEMENT FUND							
6100	550	Information Technology	$ 277,570	$ 285,000	$ 362,500	$ 262,000	-8%
		Total Equipment Replacement Fund	**$ 277,570**	**$ 285,000**	**$ 362,500**	**$ 262,000**	**-8%**
VEHICLE MAINTENANCE & REPLACEMENT FUND							
3150	555	Vehicle Mtce & Replacement	$ 474,465	$ 487,700	$ 741,400	$ 870,400	78%
		Total Vehicle Maintenance & Replacement Fund	**$ 474,465**	**$ 487,700**	**$ 741,400**	**$ 870,400**	**78%**
SUCCESSOR AGENCY FUND							
5100	610	RPTTF	$ 530,098	$ 1,035,100	$ 1,034,000	$ 1,055,700	2%
		Total Successor Agency Fund	**$ 530,098**	**$ 1,035,100**	**$ 1,034,000**	**$ 1,055,700**	**2%**
CAPITAL IMPROVEMENTS							
	100	General Fund	$ 380,399	$ 1,160,200	$ 370,000	$ 1,137,800	-2%
	200	Gas Tax Fund	-	20,000	-	10,000	-50%
	202	Rmra (Sb 1)	6,560	2,968,000	2,849,600	650,000	-78%
	203	Measure M Fund	196,951	922,300	1,209,700	25,000	-97%
	205	Measure R Fund	347,607	404,300	504,200	-	-100%
	210	Prop A Fund	421,464	-	-	-	0%
	215	Prop C Fund	118,900	1,052,900	1,522,700	200,000	-81%
	220	Sb821 (Tda) Fund	-	-	98,500	-	0%
	230	Hsip Grant Fund	4,105	706,000	706,000	-	-100%
	263	American Rescue Plan Act Fund	242,271	-	-	-	0%
	280	Miscellaneous Grants Fund	3,406,740	332,900	109,800	3,950,000	1087%
	283	Measure A Safe Parks Fund	-	-	-	750,000	0%

Budgeted Expenditure by Fund
Fiscal Year 2024-2025

Dept	Fund	Description	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
	284	Measure W	-	-	75,000	500,000	0%
	400	Capital Projects Fund	1,752,277	-	31,200	-	0%
	405	2019A Capital Project Fund	142,270	683,000	668,600	-	-100%
	410	2019B Capital Project Fund	142,270	233,200	218,800	-	-100%
		Total Capital Improvements	**$ 7,161,814**	**$ 8,482,800**	**$ 8,364,100**	**$ 7,222,800**	**-15%**
		GRAND TOTAL	**$ 42,034,870**	**$ 43,829,200**	**$ 42,674,100**	**$ 41,036,800**	**-6%**

GENERAL GOVERNMENT

Annual Budget 2025

City Council 100-1100

		FY 2022-2023 Actual		FY 2023-2024 Adopted Budget		FY 2023-2024 Estimated		FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF									
Personnel Services	$	172,882	$	187,300	$	180,600	$	199,100	6%
Operating Expenditures		75,848		104,200		88,100		106,300	2%
TOTAL	**$**	**248,730**	**$**	**291,500**	**$**	**268,700**	**$**	**305,400**	**5%**
FUNDING SOURCES									
100 - General Fund	$	248,730	$	291,500	$	268,700	$	305,400	5%

ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full Time	Stipends for City Council Members
51211	Retirement	City and Council Member's share of CalPERS retirement
51212	FICA/Medicare	Medicare benefits for Council Members
51311	Other Health - DOC	Dental, optical and audio reimbursements
51312	Disability Insurance	Disability insurance & survivor's benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
51316	Auto Allowance	Automotive allowance for each Council Member
51317	Telecommunication Allowance	Telecommunication allowance for each Council Member
53012	Small Tools & Equipment	Small equipment for Council Chambers
53111	Contract Services - Private	Legislative consultant
53971	Dues & Memberships	Memberships for California Contract Cities, League of California Cities, San Gabriel Valley Council of Government, and Southern California Association of Government
53972	Conferences & Meetings	Attendance at professional association conferences and meetings
53976	Special Departmental	Miscellaneous expenses for Council activities such as flowers, recognition gifts and awards, shirts, jackets and other expenses.
53996	MIS/Equipment Charges	Allocated information technology and equipment charges

City Council 100-1100

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Personnel Services					
Salaries - Full Time	51111	$ 32,160	$ 32,200	$ 32,200	$ 32,200
Retirement	51211	6,111	5,600	3,800	5,700
FICA/Medicare	51212	1,223	500	1,200	500
Other Health - DOC	51311	3,566	10,000	5,700	10,000
Disability Insurance	51312	96	600	100	600
Life Insurance	51313	900	1,100	900	1,100
Health Insurance	51314	83,250	91,700	91,100	103,400
Auto Allowance	51316	27,576	18,000	18,000	18,000
Telecommunication Allowance	51317	18,000	27,600	27,600	27,600
Total Personnel Services		**$ 172,882**	**$ 187,300**	**$ 180,600**	**$ 199,100**
Operating Expenditures					
Small Tools & Equipment	53012	$ -	$ 600	$ 200	$ 500
Contract Services - Private	53111	30,000	30,000	30,000	30,000
Dues & Memberships	53971	35,061	41,900	38,400	43,000
Conferences & Meetings	53972	4,491	22,500	12,600	22,500
Special Departmental	53976	2,096	4,300	2,000	4,000
MIS/Equipment Charges	53996	4,200	4,900	4,900	6,300
Total Operating Expenditures		**$ 75,848**	**$ 104,200**	**$ 88,100**	**$ 106,300**
TOTAL EXPENDITURES		**$ 248,730**	**$ 291,500**	**$ 268,700**	**$ 305,400**

City Manager's Office 100-1110

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Personnel Services	$ 563,403	$ 562,600	$ 551,700	$ 626,400	11%
Operating Expenditures	364,025	302,000	422,500	344,300	14%
TOTAL	**$ 927,428**	**$ 864,600**	**$ 974,200**	**$ 970,700**	**12%**
FUNDING SOURCES					
100 - General Fund	$ 927,428	$ 864,600	$ 974,200	$ 970,700	12%

ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full Time	Salaries for City Manager (97%), Management Analyst (50%) , Management Assistant (60%), Community Engagement Supervisor (50%), Communications/IT Analyst (50%), and IT Technician (50%)
51112	Salaries - Part Time	Salaries of Part-Time Staff
51117	Overtime	Overtime pay for employees
51118	Leave Conversion Incentives	Conversion of earned leave
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursements
51312	Disability Insurance	Disability insurance & survivor's benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
51317	Telecommunication Allowance	Telecommunication allowance for City Manager
51318	Deferred Comp Match	Deferred compensation contribution for City Manager
53011	Operating Supplies	Office supplies for the City Manager's office
53114	Legal Services - General	City Attorney fees for general counsel services
53118	Legal Fees - Litigation	Legal services for litigation
53971	Dues & Memberships	Memberships in professional associations
53972	Conferences & Meetings	City Manager and staff attendance at various conferences and meetings
53976	Special Departmental	Miscellaneous expenses such as recognition gifts & awards
53996	MIS/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated vehicle charges

City Manager's Office 100-1110

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Personnel Services					
Salaries - Full Time	51111	$ 412,569	$ 418,000	$ 418,900	$ 464,800
Salaries - Part Time	51112	5,466	-	-	-
Overtime	51117	4,564	-	-	-
Leave Conversion Incentives	51118	27,438	8,000	15,500	8,000
Retirement	51211	50,045	56,400	43,000	63,900
FICA/Medicare	51212	6,660	6,100	9,200	6,800
Other Health - DOC	51311	2,190	6,200	4,400	7,200
Disability Insurance	51312	3,737	7,000	3,700	7,800
Life Insurance	51313	915	700	900	800
Health Insurance	51314	48,019	54,400	54,300	61,300
Telecommunication Allowance	51317	1,800	1,800	1,800	1,800
Deferred Comp Match	51318	-	4,000	-	4,000
Total Personnel Services		**$ 563,403**	**$ 562,600**	**$ 551,700**	**$ 626,400**
Operating Expenditures					
Operating Supplies	53011	$ 399	$ 1,000	$ 500	$ 1,000
Legal Services - General	53114	341,078	275,000	397,500	313,000
Legal Fees - Litigation	53118	-	1,500	-	1,500
Dues & Memberships	53971	55	200	400	300
Conferences & Meetings	53972	4,531	5,000	5,600	6,000
Special Departmental	53976	562	2,000	1,200	2,000
MIS/Equipment Charges	53996	8,100	9,400	9,400	12,400
Vehicle Charges	53997	9,300	7,900	7,900	8,100
Total Operating Expenditures		**$ 364,025**	**$ 302,000**	**$ 422,500**	**$ 344,300**
TOTAL EXPENDITURES		**$ 927,428**	**$ 864,600**	**$ 974,200**	**$ 970,700**

City Clerk 100-1120

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Personnel Services	$ 231,944	$ 215,700	$ 206,300	$ 235,000	9%
Operating Expenditures	128,341	76,300	57,000	142,400	87%
TOTAL	**$ 360,285**	**$ 292,000**	**$ 263,300**	**$ 377,400**	**29%**
FUNDING SOURCES					
100 - General Fund	$ 360,285	$ 292,000	$ 263,300	$ 377,400	29%

ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full Time	Salaries for City Clerk (100%) and Management Assistant (40%)
51112	Salaries - Part Time	Salaries of Part-Time Staff
51118	Leave Conversion Incentives	Conversion of earned leave
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursements
51312	Disability Insurance	Disability insurance & survivor's benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53011	Operating Supplies	Office supplies
53111	Contract Services - Private	Translation services for City Council and other meetings
53115	Contract Services - Election	Contract services for assistance with election
53211	Postage & Mailing Services	Postage for election notifications and miscellaneous mailings
53411	Printing & Publishing	Costs for ads for required public notices
53412	Municipal Code Publishing	Municipal code updates and legal publications
53971	Dues & Memberships	Membership dues for International Institute of Municipal Clerks and City Clerks Association of California
53972	Conferences & Meetings	Staff training
53976	Special Departmental	Miscellaneous supplies for committees and commissions
53996	MIS/Equipment Charges	Allocated information technology and equipment charges

City Clerk 100-1120

Expenditure Breakdown

Description	Acct. No.		FY 2022-2023 Actual		FY 2023-2024 Adopted Budget		FY 2023-2024 Estimated		FY 2024-2025 Proposed Budget
Personnel Services									
Salaries - Full Time	51111	$	143,759	$	140,700	$	143,700	$	152,700
Salaries - Part Time	51112		25,241		21,200		13,700		23,400
Leave Conversion Incentives	51118		16,604		-		-		-
Retirement	51211		17,556		14,300		14,200		15,500
FICA/Medicare	51212		2,692		2,400		2,300		2,600
Other Health - DOC	51311		999		2,800		1,600		2,800
Disability Insurance	51312		1,184		2,400		1,300		2,600
Life Insurance	51313		226		300		200		300
Health Insurance	51314		23,683		31,600		29,300		35,100
Total Personnel Services		**$**	**231,944**	**$**	**215,700**	**$**	**206,300**	**$**	**235,000**
Operating Expenditures									
Operating Supplies	53011	$	3,491	$	3,000	$	500	$	3,000
Contract Services - Private	53111		28,822		25,000		27,000		25,000
Contract Services - Election	53115		67,868		5,000		2,000		75,000
Postage & Mailing Services	53211		55		200		100		200
Printing & Publishing	53411		3,998		5,000		100		5,000
Municipal Code Publishing	53412		1,665		5,000		1,000		5,000
Dues & Memberships	53971		1,670		1,200		500		1,200
Conferences & Meetings	53972		579		4,000		-		4,000
Special Departmental	53976		2,393		2,500		400		2,500
MIS/Equipment Charges	53996		17,800		25,400		25,400		21,500
Total Operating Expenditures		**$**	**128,341**	**$**	**76,300**	**$**	**57,000**	**$**	**142,400**
TOTAL EXPENDITURES		**$**	**360,285**	**$**	**292,000**	**$**	**263,300**	**$**	**377,400**

PEG Access Cable Fund 275-1125

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Operating Expenditures	$ 17,638	$ 19,000	$ 16,300	$ 19,000	0%
Capital Outlay	2,304	10,000	4,000	10,000	0%
TOTAL	**$ 19,942**	**$ 29,000**	**$ 20,300**	**$ 29,000**	**0%**
FUNDING SOURCES					
275 - PEG Access Cable Fund	$ 19,942	$ 29,000	$ 20,300	$ 29,000	0%

ACCOUNT NUMBER EXPLANATION

53111	Contract Services - Private	Contract with Granicus
54585	Furniture/Office Equipment	Equipment upgrade for Council Chambers

PEG Access Cable Fund 275-1125

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Operating Expenditures					
Contract Services - Private	53111	$ 17,638	$ 19,000	$ 16,300	$ 19,000
Total Operating Expenditures		**$ 17,638**	**$ 19,000**	**$ 16,300**	**$ 19,000**
Capital Outlay					
Furniture/Office Equipment	54585	$ 2,304	$ 10,000	$ 4,000	$ 10,000
Total Capital Outlay		**$ 2,304**	**$ 10,000**	**$ 4,000**	**$ 10,000**
TOTAL EXPENDITURES		**$ 19,942**	**$ 29,000**	**$ 20,300**	**$ 29,000**

ADMINISTRATIVE SERVICES

Annual Budget 2025

Financial Services 100-1130

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Personnel Services	$ 608,775	$ 630,800	$ 650,900	$ 666,700	6%
Operating Expenditures	148,851	112,600	156,400	176,400	57%
TOTAL	**$ 757,626**	**$ 743,400**	**$ 807,300**	**$ 843,100**	**13%**
FUNDING SOURCES					
100 - General Fund	$ 757,626	$ 743,400	$ 807,300	$ 843,100	13%

ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full Time	Salaries for Director of Administrative Services (90%), Finance Manager (65%), Accounting Technician II (65%), Accounting Assistant (116%), Communications/IT Analyst (50%), and IT Technician (50%)
51117	Overtime	Overtime pay for employees
51118	Leave Conversion Incentives	Conversion of earned leave
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursements
51312	Disability Insurance	Disability insurance & survivor's benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53011	Operating Supplies	Office supplies needed for A/P, payroll, business licenses, budget, bus passes, business forms, etc.
53111	Contract Services - Private	Contract costs for financial and single audit, State Controller's report, annual street report, budget printing, cost recovery system, actuarial reports, ACFR statistical information, HDL property tax data and sales tax data, and armored car services.
53965	Financial Service Fees	Fees for bank monthly charges, LAFCO, investment safekeeping, and bond trustee services.
53971	Dues & Memberships	Membership dues for professional organizations.
53972	Conferences & Meetings	Registration and training costs for attending annual conferences and meetings.
53976	Special Departmental	Miscellaneous special departmental supplies
53996	MIS/Equipment Charges	Allocated information technology and equipment charges

Financial Services 100-1130

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Personnel Services					
Salaries - Full Time	51111	$ 443,705	$ 468,600	$ 474,300	$ 490,600
Overtime	51117	1,457	1,000	2,900	1,000
Leave Conversion Incentives	51118	10,629	5,000	25,300	10,000
Retirement	51211	61,222	50,300	46,200	51,800
FICA/Medicare	51212	6,612	6,800	7,400	7,200
Other Health - DOC	51311	2,896	8,200	4,700	8,800
Disability Insurance	51312	3,807	7,900	4,100	8,200
Life Insurance	51313	729	900	700	900
Health Insurance	51314	77,718	82,100	85,300	88,200
Total Personnel Services		**$ 608,775**	**$ 630,800**	**$ 650,900**	**$ 666,700**
Operating Expenditures					
Operating Supplies	53011	$ 7,864	$ 7,000	$ 6,100	$ 7,000
Contract Services - Private	53111	115,180	74,500	122,900	136,100
Financial Service Fees	53965	4,130	6,000	4,300	8,400
Dues & Memberships	53971	1,369	1,500	1,300	1,500
Conferences & Meetings	53972	3,617	4,000	3,100	4,000
Special Departmental	53976	791	1,000	100	1,000
MIS/Equipment Charges	53996	15,900	18,600	18,600	18,400
Total Operating Expenditures		**$ 148,851**	**$ 112,600**	**$ 156,400**	**$ 176,400**
TOTAL EXPENDITURES		**$ 757,626**	**$ 743,400**	**$ 807,300**	**$ 843,100**

Human Resources/Risk Management 100-1135

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Personnel Services	$ 394,469	$ 361,500	$ 316,300	$ 57,700	-84%
Operating Expenditures	449,264	477,000	486,600	492,200	3%
Transfer to Other Funds	808,922	831,000	831,000	849,500	2%
TOTAL	**$ 1,652,655**	**$ 1,669,500**	**$ 1,633,900**	**$ 1,399,400**	**-16%**
FUNDING SOURCES					
100 - General Fund	$ 1,652,655	$ 1,669,500	$ 1,633,900	$ 1,399,400	-16%

ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full Time	Salary for Management Analyst (50%)
51211	Retirement	Replacement Benefit Fund (RBF) annual payment; CalPERS retirement for department employee
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursement for City retirees & department employee
51312	Disability Insurance	Disability insurance & survivor's benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage for City retirees and department employee
53011	Operating Supplies	Office supplies
53012	Small Tools & Equipment	Purchase of small office equipment
53111	Contract Services - Private	Contract costs for HR related services
53151	Education & Training	CJPIA on-location training and education reimbursement program
53406	Recruitment Expenses	Advertising, pre-employment physical, background investigation, fingerprinting and personnel supplies
53610	Unemployment Insurance	Unemployment insurance
53611	Workers Compensation Insurance	Workers compensation insurance
53612	Insurance-General Liability	CJPIA general liability insurance
53613	Insurance-Special Events	Special event insurance
53614	Insurance-Property	Property insurance
53615	Employee Fidelity Bond	Employee fidelity bond
53616	Insurance - Environmental Liability	Environmental liability insurance
53971	Dues & Memberships	Membership dues for professional organizations.
53972	Conferences & Meetings	Seminar and training costs
53976	Special Departmental	Summer and holiday celebrations
53996	MIS/Equipment Charges	Allocated information technology and equipment charges
54999	Transfers to Other Funds	2020A a 2022A debt service

Human Resources/Risk Management 100-1135

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Personnel Services					
Salaries - Full Time	51111	$ 42,911	$ 39,000	$ 37,900	$ 43,000
Retirement	51211	124,657	23,400	24,100	3,700
FICA/Medicare	51212	631	600	600	700
Other Health - DOC	51311	22,382	51,000	29,200	1,000
Disability Insurance	51312	387	700	300	800
Life Insurance	51313	98	200	100	200
Health Insurance	51314	203,403	246,600	224,100	8,300
Total Personnel Services		**$ 394,469**	**$ 361,500**	**$ 316,300**	**$ 57,700**
Operating Expenditures					
Operating Supplies	53011	$ 276	$ 500	$ 1,000	$ 1,000
Small Tools & Equipment	53012	-	500	-	500
Contract Services - Private	53111	13,855	-	-	-
Education & Training	53151	12,106	10,000	21,100	16,400
Recruitment Expenses	53406	12,529	20,000	11,700	15,000
Unemployment Insurance	53610	25,374	10,000	20,600	15,000
Workers Compensation Insurance	53611	113,557	98,200	98,200	100,000
Insurance-General Liability	53612	205,072	227,900	227,900	230,000
Insurance-Special Events	53613	7,221	6,500	5,900	6,500
Insurance-Property	53614	47,070	87,800	87,800	90,000
Employee Fidelity Bond	53615	1,201	1,300	1,300	1,500
Insurance - Environmental Liability	53616	1,636	1,700	1,800	2,000
Dues & Memberships	53971	70	1,000	100	1,000
Conferences & Meetings	53972	149	4,000	500	4,000
Special Departmental	53976	4,948	5,000	6,100	6,000
MIS/Equipment Charges	53996	4,200	2,600	2,600	3,300
Total Operating Expenditures		**$ 449,264**	**$ 477,000**	**$ 486,600**	**$ 492,200**
Transfer to Other Funds					
Transfers to Other Funds	54999	$ 808,922	$ 831,000	$ 831,000	$ 849,500
Total Transfer to Other Funds		**$ 808,922**	**$ 831,000**	**$ 831,000**	**$ 849,500**
TOTAL EXPENDITURES		**$ 1,652,655**	**$ 1,669,500**	**$ 1,633,900**	**$ 1,399,400**

Human Resources/Risk Management 300-1135

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Debt Services	$ 743,801	$ 831,000	$ 831,000	$ 849,500	2%
TOTAL	**$ 743,801**	**$ 831,000**	**$ 831,000**	**$ 849,500**	**2%**
FUNDING SOURCES					
300 - Citywide Debt Service Fund	$ 743,801	$ 831,000	$ 831,000	$ 849,500	2%

ACCOUNT NUMBER EXPLANATION

53989	Principal Payments	Payment of Principal for Series 2020A and 2022A
53990	Interest Payments	Payment of Interest for Series 2020A and 2022A

Human Resources/Risk Management 300-1135

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Debt Services					
Principal Payments	53989	$ 397,102	$ 514,900	$ 514,900	$ 548,600
Interest Payments	53990	346,699	316,100	316,100	300,900
Total Debt Services		**$ 743,801**	**$ 831,000**	**$ 831,000**	**$ 849,500**
TOTAL EXPENDITURES		**$ 743,801**	**$ 831,000**	**$ 831,000**	**$ 849,500**

General Services 100-1150

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Operating Expenditures	$ 241,928	$ 244,100	$ 246,600	$ 281,900	15%
Transfer to Other Funds	-	-	188,100	-	0%
TOTAL	**$ 241,928**	**$ 244,100**	**$ 434,700**	**$ 281,900**	**15%**
FUNDING SOURCES					
100 - General Fund	$ 241,928	$ 244,100	$ 434,700	$ 281,900	15%

ACCOUNT NUMBER EXPLANATION

53011	Operating Supplies	City Hall general office supplies and First Aid/AED Program costs
53012	Small Tools & Equipment	Janitorial supplies and cost of small equipment purchases
53211	Postage & Mailing Services	Meter postage, express mail, FedEx and postal permits
53711	Utility - Gas	Gas utility service for City Hall
53712	Utility - Electricity	Electrical utility service for City Hall
53714	Utility - Water	Water service for City Hall
53715	Utility - Communications	Telephone services for City Hall
53811	Equipment Maintenance	Maintenance of City Hall heating and air conditioning, elevator, mail meter, emergency generator, AQMD annual fees, and other miscellaneous equipment
53813	Facility Maintenance	Custodial services, alarm, door mat rentals and pest control for City Hall
53814	Landscape Maintenance	Backflow testing and incidental landscape decorations at City Hall
53911	Equipment Lease/Rental	Lease and usage costs for City-wide copier machines and mailing equipment
53971	Dues & Memberships	Membership charges for office supplies
53976	Special Departmental	Miscellaneous special departmental supplies
53996	MIS/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated vehicle charges
54999	Transfers to Other Funds	Transfers to Internal Service Funds

General Services 100-1150

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Operating Expenditures					
Operating Supplies	53011	$ 42,414	$ 30,100	$ 34,800	$ 36,900
Small Tools & Equipment	53012	1,726	2,400	4,500	3,400
Postage & Mailing Services	53211	16,626	20,200	16,800	19,000
Utility - Gas	53711	17,304	15,000	10,800	15,000
Utility - Electricity	53712	37,536	25,000	21,500	25,000
Utility - Water	53714	8,859	8,300	7,500	8,300
Utility - Communications	53715	16,580	33,900	33,500	39,600
Equipment Maintenance	53811	18,257	17,400	31,200	18,700
Facility Maintenance	53813	31,624	32,000	31,900	35,000
Landscape Maintenance	53814	4,917	6,900	5,200	6,500
Equipment Lease/Rental	53911	28,092	34,600	30,600	34,600
Dues & Memberships	53971	-	-	200	300
Special Departmental	53976	593	1,000	800	1,000
MIS/Equipment Charges	53996	8,100	9,400	9,400	30,500
Vehicle Charges	53997	9,300	7,900	7,900	8,100
Total Operating Expenditures		**$ 241,928**	**$ 244,100**	**$ 246,600**	**$ 281,900**
Transfer to Other Funds					
Transfers to Other Funds	54999	$ -	$ -	$ 188,100	$ -
Total Transfer to Other Funds		**$ -**	**$ -**	**$ 188,100**	**$ -**
TOTAL EXPENDITURES		**$ 241,928**	**$ 244,100**	**$ 434,700**	**$ 281,900**

PUBLIC SAFETY

Annual Budget 2025

Public Safety Services 100-2100

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Operating Expenditures	$ 8,076,773	$ 9,786,400	$ 8,852,200	$ 9,406,300	-4%
TOTAL	**$ 8,076,773**	**$ 9,786,400**	**$ 8,852,200**	**$ 9,406,300**	**-4%**
FUNDING SOURCES					
100 - General Fund	$ 8,076,773	$ 9,786,400	$ 8,852,200	$ 9,406,300	-4%

ACCOUNT NUMBER EXPLANATION

53012	Small Tools & Equipment	Supplies and small equipment for SAO team
53110	Contract Services - LA Sheriff	Contract costs with the Los Angeles County Sheriffs Department
53111	Contract Services - Private	ALPR Cameras
53113	Contract Services - Special Deployment	Law enforcement services for special deployments
53183	Special Event Services	Law enforcement services for special events
53184	Prisoner Maintenance	Costs of maintaining prisoners arrested for crimes committed in the City
53186	Liability Trust Fund	Liability trust fund for all services provided by Sheriffs Department
53715	Utility - Communications	Cell phones for SAO team
53811	Equipment Maintenance	Annual calibration and repair of traffic equipment
53996	MIS/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated vehicle charges

Public Safety Services 100-2100

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Operating Expenditures					
Small Tools & Equipment	53012	$ -	$ 1,000	$ 1,000	$ 1,000
Contract Services - LA Sheriff	53110	7,208,865	8,401,600	7,592,100	8,112,100
Contract Services - Private	53111	-	260,900	258,800	221,100
Contract Services - Special Deployment	53113	82,955	110,000	63,000	75,000
Special Event Services	53183	-	83,500	48,900	50,000
Prisoner Maintenance	53184	-	2,000	-	2,000
Liability Trust Fund	53186	761,176	914,100	874,400	937,700
Utility - Communications	53715	3,177	2,500	3,700	3,800
Equipment Maintenance	53811	-	600	100	600
MIS/Equipment Charges	53996	2,000	2,300	2,300	3,000
Vehicle Charges	53997	18,600	7,900	7,900	-
Total Operating Expenditures		**$ 8,076,773**	**$ 9,786,400**	**$ 8,852,200**	**$ 9,406,300**
TOTAL EXPENDITURES		**$ 8,076,773**	**$ 9,786,400**	**$ 8,852,200**	**$ 9,406,300**

Supplemental Law Enforcement 240-2100

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Operating Expenditures	$ 50,500	$ -	$ -	$ -	0%
Transfer to Other Funds	114,771	165,000	186,200	170,000	3%
TOTAL	**$ 165,271**	**$ 165,000**	**$ 186,200**	**$ 170,000**	**3%**
FUNDING SOURCES					
240 -Supplement Law Enforcement Fund	$ 165,271	$ 165,000	$ 186,200	$ 170,000	3%

ACCOUNT NUMBER EXPLANATION

53111	Contract Services - Private	Costs related to public safety camera system
54999	Transfers to Other Funds	Transfers funds to the General Fund to assist in funding front-line police services

Supplemental Law Enforcement 240-2100

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Operating Expenditures					
Contract Services - Private	53111	$ 50,500	$ -	$ -	$ -
Total Operating Expenditures		**$ 50,500**	**$ -**	**$ -**	**$ -**
Transfer to Other Funds					
Transfers to Other Funds	54999	$ 114,771	$ 165,000	$ 186,200	$ 170,000
Total Transfer to Other Funds		**$ 114,771**	**$ 165,000**	**$ 186,200**	**$ 170,000**
TOTAL EXPENDITURES		**$ 165,271**	**$ 165,000**	**$ 186,200**	**$ 170,000**

JAG Grant Fund 245-2100

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Operating Expenditures	$ 10,824	$ -	$ 12,000	$ -	0%
TOTAL	**$ 10,824**	**$ -**	**$ 12,000**	**$ -**	**0%**
FUNDING SOURCES					
245 - JAG Grant Fund	$ 10,824	$ -	$ 12,000	$ -	0%

ACCOUNT NUMBER EXPLANATION

53978	Special Programs	Costs of Sheriff Department saturation patrols

JAG Grant Fund 245-2100

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Operating Expenditures					
Special Programs	53978	$ 10,824	$ -	$ 12,000	$ -
Total Operating Expenditures		**$ 10,824**	**$ -**	**$ 12,000**	**$ -**
TOTAL EXPENDITURES		**$ 10,824**	**$ -**	**$ 12,000**	**$ -**

Code Enforcement 100-2110

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Personnel Services	$ 767,811	$ 960,600	$ 1,089,400	$ 1,029,000	7%
Operating Expenditures	452,960	434,200	407,700	449,200	3%
TOTAL	**$ 1,220,771**	**$ 1,394,800**	**$ 1,497,100**	**$ 1,478,200**	**6%**
FUNDING SOURCES					
100 - General Fund	$ 1,220,771	$ 1,394,800	$ 1,497,100	$ 1,478,200	6%

ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full Time	Salaries for Chief/Director of Public Safety (40%), Code Enf. Supervisor (50%), Code Enf. Officer (215%), and Office Specialist (20%)
51112	Salaries - Part Time	Salaries of Part-Time Staff
51117	Overtime	Overtime pay for employees
51118	Leave Conversion Incentives	Conversion of earned leave
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursement
51312	Disability Insurance	Disability insurance & survivor's benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53011	Operating Supplies	General office supplies, pens, file folders, printer ink, and other miscellaneous items
53012	Small Tools & Equipment	Miscellaneous tools and equipment
53015	Uniform/Boot Reimbursement	Uniforms for division staff
53111	Contract Services - Private	Parking and Administrative citation processing and collections and recovery service
53114	Legal Services - General	City Prosecutor services
53151	Education & Training	Certified Code Enforcement Officer (CCEO) training and certification
53411	Printing & Publishing	Printing of parking citations, envelopes, fliers and other distributed notifications
53715	Utility - Communications	Cell phones for department staff
53971	Dues & Memberships	Membership to the CA Association of Code Enforcement Officers (CACEO)
53972	Conferences & Meetings	CACEO conference and meetings
53996	MIS/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated vehicle charges

Code Enforcement 100-2110

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Personnel Services					
Salaries - Full Time	51111	$ 244,116	$ 258,400	$ 296,500	$ 284,100
Salaries - Part Time	51112	409,169	574,600	638,300	601,300
Overtime	51117	5,868	6,500	9,400	6,500
Leave Conversion Incentives	51118	4,003	-	3,000	-
Retirement	51211	24,451	32,200	30,700	35,500
FICA/Medicare	51212	9,684	12,100	13,800	12,900
Other Health - DOC	51311	2,496	6,900	3,900	6,500
Disability Insurance	51312	2,355	4,400	2,600	4,800
Life Insurance	51313	629	800	700	700
Health Insurance	51314	65,040	64,700	90,500	76,700
Total Personnel Services		**$ 767,811**	**$ 960,600**	**$ 1,089,400**	**$ 1,029,000**
Operating Expenditures					
Operating Supplies	53011	$ 4,670	$ 3,000	$ 10,000	$ 7,500
Small Tools & Equipment	53012	2,073	18,000	3,000	18,000
Uniform/Boot Reimbursement	53015	5,060	6,000	4,000	6,000
Contract Services - Private	53111	306,868	262,000	243,700	262,000
Legal Services - General	53114	12,948	15,000	20,000	20,000
Education & Training	53151	634	2,000	2,000	2,000
Printing & Publishing	53411	2,635	3,000	2,300	3,000
Utility - Communications	53715	3,904	4,500	2,500	4,500
Dues & Memberships	53971	-	1,500	1,500	1,500
Conferences & Meetings	53972	1,168	2,000	1,500	2,000
MIS/Equipment Charges	53996	19,800	23,200	23,200	33,500
Vehicle Charges	53997	93,200	94,000	94,000	89,200
Total Operating Expenditures		**$ 452,960**	**$ 434,200**	**$ 407,700**	**$ 449,200**
TOTAL EXPENDITURES		**$ 1,220,771**	**$ 1,394,800**	**$ 1,497,100**	**$ 1,478,200**

Emergency Preparedness Services 100-2120

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Operating Expenditures	$ 2,405	$ 7,400	$ 3,400	$ 7,400	0%
TOTAL	**$ 2,405**	**$ 7,400**	**$ 3,400**	**$ 7,400**	**0%**
FUNDING SOURCES					
100 - General Fund	$ 2,405	$ 7,400	$ 3,400	$ 7,400	0%

ACCOUNT NUMBER EXPLANATION

53011	Operating Supplies	Operating supplies
53971	Dues & Memberships	Membership in Area D professional organization

Emergency Preparedness Services 100-2120

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Operating Expenditures					
Operating Supplies	53011	$ -	$ 5,000	$ 1,000	$ 5,000
Dues & Memberships	53971	2,405	2,400	2,400	2,400
Total Operating Expenditures		**$ 2,405**	**$ 7,400**	**$ 3,400**	**$ 7,400**
TOTAL EXPENDITURES		**$ 2,405**	**$ 7,400**	**$ 3,400**	**$ 7,400**

Animal Services 100-2130

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Personnel Services	$ 259,189	$ 314,900	$ 292,800	$ 300,500	-5%
Operating Expenditures	96,137	188,600	151,200	132,900	-30%
TOTAL	**$ 355,326**	**$ 503,500**	**$ 444,000**	**$ 433,400**	**-14%**
FUNDING SOURCES					
100 - General Fund	$ 355,326	$ 503,500	$ 444,000	$ 433,400	-14%

ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full Time	Salaries for Chief/Director of Public Safety (40%), Code Enf. Supervisor (50%), AC/Code Enf. Officer (100%), and Office Specialist (50%)
51112	Salaries - Part Time	Salaries of Part-Time Staff
51117	Overtime	Overtime pay for employees
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursement
51312	Disability Insurance	Disability insurance & survivor's benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53011	Operating Supplies	General office supplies, pens, file folders, printer ink, and other miscellaneous items
53012	Small Tools & Equipment	Miscellaneous tools and equipment
53015	Uniform/Boot Reimbursement	Uniforms for division staff including jackets for special events and uniform accessories
53111	Contract Services - Private	Animal control sheltering contract, disposal, and emergency medical care
53112	Contract Services - Public	Animal control contract with Los Angeles County
53151	Education & Training	Education and training for animal control staff
53411	Printing & Publishing	Printing of animal license notifications, envelopes, fliers and other distributed notifications
53971	Dues & Memberships	Membership costs for animal control associations
53972	Conferences & Meetings	CACEO conference and meetings
53996	MIS/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated vehicle charges

Animal Services 100-2130

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Personnel Services					
Salaries - Full Time	51111	$ 112,587	$ 213,200	$ 172,800	$ 208,000
Salaries - Part Time	51112	102,589	27,100	57,800	28,400
Overtime	51117	-	-	5,000	4,000
Retirement	51211	11,917	18,100	15,100	12,500
FICA/Medicare	51212	3,121	3,500	3,500	3,500
Other Health - DOC	51311	892	5,700	3,300	4,800
Disability Insurance	51312	1,028	3,600	1,500	3,500
Life Insurance	51313	274	600	400	500
Health Insurance	51314	26,781	43,100	33,400	35,300
Total Personnel Services		**$ 259,189**	**$ 314,900**	**$ 292,800**	**$ 300,500**
Operating Expenditures					
Operating Supplies	53011	$ 5,642	$ 4,200	$ 3,000	$ 4,200
Small Tools & Equipment	53012	1,486	1,000	1,000	1,000
Uniform/Boot Reimbursement	53015	4,505	2,500	2,500	2,500
Contract Services - Private	53111	64,860	134,000	122,100	54,000
Contract Services - Public	53112	2,516	28,000	4,000	28,000
Education & Training	53151	-	1,500	1,200	1,500
Printing & Publishing	53411	1,601	1,700	1,700	1,700
Dues & Memberships	53971	-	200	200	200
Conferences & Meetings	53972	127	500	500	500
MIS/Equipment Charges	53996	6,100	7,100	7,100	6,900
Vehicle Charges	53997	9,300	7,900	7,900	32,400
Total Operating Expenditures		**$ 96,137**	**$ 188,600**	**$ 151,200**	**$ 132,900**
TOTAL EXPENDITURES		**$ 355,326**	**$ 503,500**	**$ 444,000**	**$ 433,400**

DEVELOPMENT SERVICES

Annual Budget 2025

Public Works Services 100-3100

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Operating Expenditures	$ 182,383	$ 96,900	$ 137,700	$ 119,500	23%
TOTAL	**$ 182,383**	**$ 96,900**	**$ 137,700**	**$ 119,500**	**23%**
FUNDING SOURCES					
100 - General Fund	$ 182,383	$ 96,900	$ 137,700	$ 119,500	23%

ACCOUNT NUMBER EXPLANATION

53011	Operating Supplies	Miscellaneous Public Works supplies
53012	Small Tools & Equipment	Miscellaneous supplies and equipment
53111	Contract Services - Private	Traffic Control Services, Holiday Banner Installation/Removal, Traffic Closure Plans, NPDES/CIMP Services, MS4 and LRSP
53715	Utility - Communications	Phone line and internet service
53976	Special Departmental	Miscellaneous special departmental supplies
53996	MIS/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated vehicle charges

Public Works Services 100-3100

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Operating Expenditures					
Operating Supplies	53011	$ -	$ -	$ 300	$ 300
Small Tools & Equipment	53012	31,001	16,500	21,900	22,000
Contract Services - Private	53111	100,479	30,000	65,000	35,000
Utility - Communications	53715	15,419	13,200	13,300	13,900
Special Departmental	53976	1,384	1,000	1,000	1,500
MIS/Equipment Charges	53996	6,100	4,800	4,800	6,300
Vehicle Charges	53997	28,000	31,400	31,400	40,500
Total Operating Expenditures		**$ 182,383**	**$ 96,900**	**$ 137,700**	**$ 119,500**
TOTAL EXPENDITURES		**$ 182,383**	**$ 96,900**	**$ 137,700**	**$ 119,500**

Measure "W" Fund 284-3100

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Operating Expenditures	$ 66,816	$ 95,200	$ 95,200	$ 104,400	10%
TOTAL	**$ 66,816**	**$ 95,200**	**$ 95,200**	**$ 104,400**	**10%**
FUNDING SOURCES					
284 - Measure W Fund	$ 66,816	$ 95,200	$ 95,200	$ 104,400	10%

ACCOUNT NUMBER EXPLANATION

53111	Contract Services - Private	Catch basin cleaning and maintenance
53112	Contract Services - Public	MS4 Permit and CIMP

Measure "W" Fund 284-3100

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Operating Expenditures					
Contract Services - Private	53111	$ 66,816	$ 95,200	$ 52,400	$ 60,400
Contract Services - Public	53112	-	-	42,800	44,000
Total Operating Expenditures		**$ 66,816**	**$ 95,200**	**$ 95,200**	**$ 104,400**
TOTAL EXPENDITURES		**$ 66,816**	**$ 95,200**	**$ 95,200**	**$ 104,400**

AQMD Fund 270-3100

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Personnel Services	$ 123	$ 1,100	$ 1,100	$ 1,100	0%
Capital Outlay	-	147,800	147,800	-	-100%
TOTAL	**$ 123**	**$ 148,900**	**$ 148,900**	**$ 1,100**	**-99%**
FUNDING SOURCES					
270 - AQMD Fund	$ 123	$ 148,900	$ 148,900	$ 1,100	-99%

ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full Time	Salary for Finance Manager
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time employees
51312	Disability Insurance	Disability insurance & survivor’s benefits
51314	Health Insurance	CalPERS health insurance coverage
54484	Vehicle Purchase	Purchase of a clean-air vehicles - La Puente Link Bus

AQMD Fund 270-3100

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Personnel Services					
Salaries - Full Time	51111	$ 96	$ 900	$ 900	$ 900
Retirement	51211	8	100	100	100
FICA/Medicare	51212	1	-	-	-
Disability Insurance	51312	2	-	-	-
Health Insurance	51314	16	100	100	100
Total Personnel Services		**$ 123**	**$ 1,100**	**$ 1,100**	**$ 1,100**
Capital Outlay					
Vehicle Purchase	54484	$ -	$ 147,800	$ 147,800	$ -
Total Capital Outlay		**$ -**	**$ 147,800**	**$ 147,800**	**$ -**
TOTAL EXPENDITURES		**$ 123**	**$ 148,900**	**$ 148,900**	**$ 1,100**

Engineering Services 100-3110

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Operating Expenditures	$ 168,194	$ 136,800	$ 151,100	$ 155,400	14%
TOTAL	**$ 168,194**	**$ 136,800**	**$ 151,100**	**$ 155,400**	**14%**
FUNDING SOURCES					
100 - General Fund	$ 168,194	$ 136,800	$ 151,100	$ 155,400	14%

ACCOUNT NUMBER EXPLANATION

53111	Contract Services - Private	Miscellaneous engineering services
53119	Subdivision Plan Check	Costs associated with plan checking subdivision maps and lot line adjustments
53120	Engineering Permits	Public works plan check and inspection services for engineering permits
53121	Industrial Waste Inspections	Cost of inspection services provided by Los Angeles County Public Works Department

Engineering Services 100-3110

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Operating Expenditures					
Contract Services - Private	53111	$ 1,370	$ 5,700	$ 4,900	$ 6,100
Subdivision Plan Check	53119	-	1,500	800	1,500
Engineering Permits	53120	133,005	101,700	113,200	113,800
Industrial Waste Inspections	53121	33,819	27,900	32,200	34,000
Total Operating Expenditures		**$ 168,194**	**$ 136,800**	**$ 151,100**	**$ 155,400**
TOTAL EXPENDITURES		**$ 168,194**	**$ 136,800**	**$ 151,100**	**$ 155,400**

Streets — State Gas Tax Fund 200-3120

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Personnel Services	$ 259,233	$ 286,300	$ 250,900	$ 196,300	-31%
Operating Expenditures	871,268	788,400	788,000	828,200	5%
TOTAL	**$ 1,130,501**	**$ 1,074,700**	**$ 1,038,900**	**$ 1,024,500**	**-5%**
FUNDING SOURCES					
200 - State Gas Tax Fund	$ 1,130,501	$ 1,074,700	$ 1,038,900	$ 1,024,500	-5%

ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full Time	Salaries of City Manager (2%), Director of Administrative Services (2%), Director of Development Services (5%), Finance Manager (6%), Accounting Technician II (10%), Accounting Assistant (4%), Maintenance Superintendent (22%), Maintenance Supervisor (35%), Maintenance Worker (45%), and Administrative Assistant (15%)
51112	Salaries - Part Time	Salaries of Part-Time Staff
51117	Overtime	Overtime pay for employees
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursements
51312	Disability Insurance	Disability insurance & survivor's benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53012	Small Tools & Equipment	Tools and equipment for work in the public right-of-way
53016	Graffiti Removal Supplies	Paint and supplies for removal of graffiti within the public right-of-way
53111	Contract Services - Private	Vehicle Miles Traveled Analysis; Pavement Condition Study
53713	Utility - Hwy Lights	Electrical costs for all highway safety lights at signalized locations in the City
53714	Utility - Water	Water costs for medians and other public right-of-way
53814	Landscape Maintenance	Weekly maintenance of islands and medians city-wide and other landscaped public rights-of-way
53815	Parkway Tree Maintenance	Annual grid street tree trimming services and as-needed tree removal, plantings, and emergency tree trimming
53817	Street/Sidewalk Maintenance	Contract street, sidewalk/curb and gutter, and other public right-of-way maintenance
53819	Signal Maintenance	Regular monthly maintenance and emergency repairs to traffic signals at intersections in the City
53821	Traffic Markings/Signs	Replacement/repair and new street and traffic signs, traffic stripping and markings
53997	Vehicle Charges	Allocated vehicle charges

Streets — State Gas Tax Fund 200-3120

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Personnel Services					
Salaries - Full Time	51111	$ 143,034	$ 157,000	$ 144,100	$ 135,200
Salaries - Part Time	51112	54,292	59,700	52,100	-
Overtime	51117	288	2,000	1,000	2,000
Retirement	51211	28,549	24,000	17,300	17,500
FICA/Medicare	51212	2,866	3,200	2,700	2,000
Other Health - DOC	51311	1,327	3,500	2,000	3,000
Disability Insurance	51312	1,276	2,700	1,200	2,300
Life Insurance	51313	258	400	300	300
Health Insurance	51314	27,343	33,800	30,200	34,000
Total Personnel Services		**$ 259,233**	**$ 286,300**	**$ 250,900**	**$ 196,300**
Operating Expenditures					
Small Tools & Equipment	53012	$ 4,428	$ 11,000	$ 9,700	$ 11,000
Graffiti Removal Supplies	53016	22,268	20,700	19,200	21,500
Contract Services - Private	53111	5,690	12,500	15,000	15,000
Utility - Hwy Lights	53713	110,960	145,800	142,300	145,100
Utility - Water	53714	46,342	47,500	45,600	47,200
Landscape Maintenance	53814	79,777	78,600	82,500	83,700
Parkway Tree Maintenance	53815	189,709	174,000	190,100	194,000
Street/Sidewalk Maintenance	53817	116,521	77,500	88,700	80,000
Signal Maintenance	53819	221,736	140,000	114,600	140,000
Traffic Markings/Signs	53821	45,837	41,500	41,000	42,000
Vehicle Charges	53997	28,000	39,300	39,300	48,700
Total Operating Expenditures		**$ 871,268**	**$ 788,400**	**$ 788,000**	**$ 828,200**
TOTAL EXPENDITURES		**$ 1,130,501**	**$ 1,074,700**	**$ 1,038,900**	**$ 1,024,500**

Streets — RMRA (SB1) Fund 202-3120

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Personnel Services	$ 23,266	$ 27,000	$ 24,900	$ 54,600	102%
Operating Expenditures	-	-	-	20,000	0%
TOTAL	**$ 23,266**	**$ 27,000**	**$ 24,900**	**$ 74,600**	**176%**
FUNDING SOURCES					
202 - RMRA (SB 1) Fund	$ 23,266	$ 27,000	$ 24,900	$ 74,600	176%

ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full Time	Salary of Director of Development Services (20%)
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursements
51312	Disability Insurance	Disability insurance & survivor’s benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53111	Contract Services - Private	Pavement Condition Index Study

Streets — RMRA (SB1) Fund 202-3120

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Personnel Services					
Salaries - Full Time	51111	$ 19,266	$ 21,500	$ 20,200	$ 42,900
Retirement	51211	1,314	1,900	1,500	3,700
FICA/Medicare	51212	279	400	300	700
Other Health - DOC	51311	71	200	100	400
Disability Insurance	51312	162	400	200	800
Life Insurance	51313	17	100	100	100
Health Insurance	51314	2,157	2,500	2,500	6,000
Total Personnel Services		**$ 23,266**	**$ 27,000**	**$ 24,900**	**$ 54,600**
Operating Expenditures					
Contract Services - Private	53111	$ -	$ -	$ -	$ 20,000
Total Operating Expenditures		**$ -**	**$ -**	**$ -**	**$ 20,000**
TOTAL EXPENDITURES		**$ 23,266**	**$ 27,000**	**$ 24,900**	**$ 74,600**

Measure "M" Fund 203-3120

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Personnel Services	$ 152,049	$ 178,200	$ 161,000	$ 224,300	26%
Operating Expenditures	3,338	3,500	3,400	18,500	429%
Transfer to Other Funds	262,838	261,800	261,800	260,600	0%
TOTAL	**$ 418,225**	**$ 443,500**	**$ 426,200**	**$ 503,400**	**14%**
FUNDING SOURCES					
203 - Measure "M" Fund	$ 418,225	$ 443,500	$ 426,200	$ 503,400	14%

ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full Time	Salaries of Director of Administrative Services (2%), Director of Development Services (10%), Finance Manager (6%), Accounting Technician II (2%), Maintenance Superintendent (25%), Maintenance Supervisor (25%) and Administrative Assistant (7%)
51112	Salaries - Part Time	Salaries of Part-Time Staff
51117	Overtime	Overtime pay for employees
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursement
51312	Disability Insurance	Disability insurance & survivor's benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53111	Contract Services - Private	2019A trustee fees and reporting
54999	Transfers to Other Funds	Transfer to Debt Service Fund for payment of principal and interest on Series 2019A bonds

Measure "M" Fund 203-3120

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Personnel Services					
Salaries - Full Time	51111	$ 74,744	$ 87,400	$ 81,300	$ 89,100
Salaries - Part Time	51112	49,084	57,600	51,800	90,900
Overtime	51117	-	1,000	500	1,000
Retirement	51211	11,906	9,900	8,600	18,000
FICA/Medicare	51212	1,796	2,200	1,900	2,700
Other Health - DOC	51311	870	1,600	1,000	1,600
Disability Insurance	51312	615	1,500	700	1,500
Life Insurance	51313	115	200	200	200
Health Insurance	51314	12,919	16,800	15,000	19,300
Total Personnel Services		**$ 152,049**	**$ 178,200**	**$ 161,000**	**$ 224,300**
Operating Expenditures					
Contract Services - Private	53111	$ 3,338	$ 3,500	$ 3,400	$ 18,500
Total Operating Expenditures		**$ 3,338**	**$ 3,500**	**$ 3,400**	**$ 18,500**
Transfer to Other Funds					
Transfers to Other Funds	54999	$ 262,838	$ 261,800	$ 261,800	$ 260,600
Total Transfer to Other Funds		**$ 262,838**	**$ 261,800**	**$ 261,800**	**$ 260,600**
TOTAL EXPENDITURES		**$ 418,225**	**$ 443,500**	**$ 426,200**	**$ 503,400**

Measure “R” Fund 205-3120

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Personnel Services	$ 137,776	$ 195,900	$ 146,000	$ 358,600	83%
Operating Expenditures	3,338	3,500	3,400	18,500	429%
Transfer to Other Funds	288,687	288,300	288,300	287,700	0%
TOTAL	**$ 429,801**	**$ 487,700**	**$ 437,700**	**$ 664,800**	**36%**

FUNDING SOURCES					
205 - Measure “R” Fund	$ 429,801	$ 487,700	$ 437,700	$ 664,800	36%

ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full Time	Salaries of Director of Administrative Services (2%), Director of Development Services (10%), Finance Manager (6%), Accounting Technician II (2%), Maintenance Superintendent (35%), Maintenance Supervisor (40%), Administrative Assistant (7%), and Maintenance Worker (50%)
51112	Salaries - Part Time	Salaries of Part-Time Staff
51117	Overtime	Overtime pay for employees
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursement
51312	Disability Insurance	Disability insurance & survivor’s benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53111	Contract Services - Private	2019B trustee fees and reporting
54999	Transfers to Other Funds	Transfer for payment of City of Industry Valley Blvd Project loan and to Debt Service Fund for payment of principal and interest on Series 2019B bonds

Measure "R" Fund 205-3120

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Personnel Services					
Salaries - Full Time	51111	$ 71,258	$ 87,400	$ 75,600	$ 147,800
Salaries - Part Time	51112	40,765	73,100	48,500	132,500
Overtime	51117	-	1,000	-	1,000
Retirement	51211	9,828	11,900	7,800	29,800
FICA/Medicare	51212	1,626	2,400	1,700	4,100
Other Health - DOC	51311	870	1,600	900	3,100
Disability Insurance	51312	606	1,500	700	2,500
Life Insurance	51313	114	200	200	400
Health Insurance	51314	12,709	16,800	10,600	37,400
Total Personnel Services		**$ 137,776**	**$ 195,900**	**$ 146,000**	**$ 358,600**
Operating Expenditures					
Contract Services - Private	53111	$ 3,338	$ 3,500	$ 3,400	$ 18,500
Total Operating Expenditures		**$ 3,338**	**$ 3,500**	**$ 3,400**	**$ 18,500**
Transfer to Other Funds					
Transfers to Other Funds	54999	$ 288,687	$ 288,300	$ 288,300	$ 287,700
Total Transfer to Other Funds		**$ 288,687**	**$ 288,300**	**$ 288,300**	**$ 287,700**
TOTAL EXPENDITURES		**$ 429,801**	**$ 487,700**	**$ 437,700**	**$ 664,800**

Transportation – Prop "A" Fund 210-3130

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Personnel Services	$ 156,350	$ 158,900	$ 148,100	$ 187,100	18%
Operating Expenditures	887,482	912,600	906,500	939,100	3%
TOTAL	**$ 1,043,832**	**$ 1,071,500**	**$ 1,054,600**	**$ 1,126,200**	**5%**
FUNDING SOURCES					
210 - Prop "A" Fund	$ 1,043,832	$ 1,071,500	$ 1,054,600	$ 1,126,200	5%

ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full Time	Salaries for City Manager (1%), Director of Administrative Services (2%), Director of Development Services (10%), Administrative Assistant (7%), Finance Manager (6%), Accounting Technician II (15%), Accounting Assistant (80%), and Associate Planner (20%)
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursement
51312	Disability Insurance	Disability insurance & survivor's benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53211	Postage & Mailing Services	Postage
53415	Community Outreach	Transit related portion of the Spotlight publication and delivery costs for the newsletter
53816	Bus Shelter Maintenance	Bus stop cleaning, shelter repair and maintenance
53914	Special Event Transportation	Transportation to special events for senior and recreation purposes
53915	Public Transit Subsidy	Subsidized cost of TAP and Metro link passes
53916	Dial-A-Ride Services	Cost to operate a contract Dial-a-Ride transit service for seniors and disabled residents
53917	Fixed Route Shuttle	Cost to operate a contract fixed-route transit service (La Puente Link)
53971	Dues & Memberships	Share of Cost for San Gabriel Valley Council of Government dues
53996	MIS/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated vehicle charges

Transportation – Prop "A" Fund 210-3130

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Personnel Services					
Salaries - Full Time	51111	$ 108,285	$ 112,800	$ 108,200	$ 129,700
Retirement	51211	19,990	14,000	13,300	16,600
FICA/Medicare	51212	1,569	1,700	1,600	1,900
Other Health - DOC	51311	863	2,500	1,400	2,900
Disability Insurance	51312	929	1,900	1,000	2,200
Life Insurance	51313	223	300	200	300
Health Insurance	51314	24,491	25,700	22,400	33,500
Total Personnel Services		**$ 156,350**	**$ 158,900**	**$ 148,100**	**$ 187,100**
Operating Expenditures					
Postage & Mailing Services	53211	$ -	$ 1,000	$ 500	$ 1,000
Community Outreach	53415	6	1,000	500	1,000
Bus Shelter Maintenance	53816	67,510	55,000	50,000	55,000
Special Event Transportation	53914	-	500	100	500
Public Transit Subsidy	53915	20,789	17,500	16,800	17,500
Dial-A-Ride Services	53916	112,838	92,500	130,200	133,000
Fixed Route Shuttle	53917	634,506	698,500	662,000	681,900
Dues & Memberships	53971	10,333	10,400	10,200	10,400
MIS/Equipment Charges	53996	4,200	4,800	4,800	6,300
Vehicle Charges	53997	37,300	31,400	31,400	32,500
Total Operating Expenditures		**$ 887,482**	**$ 912,600**	**$ 906,500**	**$ 939,100**
TOTAL EXPENDITURES		**$ 1,043,832**	**$ 1,071,500**	**$ 1,054,600**	**$ 1,126,200**

Transportation – Prop “C” Fund 215-3130

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Personnel Services	$ 47,116	$ 119,900	$ 88,100	$ 123,200	3%
TOTAL	**$ 47,116**	**$ 119,900**	**$ 88,100**	**$ 123,200**	**3%**
FUNDING SOURCES					
215 - Prop “C” Fund	$ 47,116	$ 119,900	$ 88,100	$ 123,200	3%

ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full Time	Salaries of Director of Administrative Services (2%), Director of Development Services (35%), Administrative Assistant (7%), Finance Manager (8%), and Accounting Technician II (2%)
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursement
51312	Disability Insurance	Disability insurance & survivor’s benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage

Transportation – Prop "C" Fund 215-3130

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Personnel Services					
Salaries - Full Time	51111	$ 37,682	$ 94,800	$ 71,500	$ 95,700
Retirement	51211	3,684	8,600	5,600	8,800
FICA/Medicare	51212	547	1,400	1,100	1,400
Other Health - DOC	51311	278	1,100	600	1,100
Disability Insurance	51312	316	1,600	600	1,600
Life Insurance	51313	41	200	200	200
Health Insurance	51314	4,568	12,200	8,500	14,400
Total Personnel Services		**$ 47,116**	**$ 119,900**	**$ 88,100**	**$ 123,200**
TOTAL EXPENDITURES		**$ 47,116**	**$ 119,900**	**$ 88,100**	**$ 123,200**

Series 2019A Debt Service Fund 305-3120

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Debt Services	$ 262,838	$ 261,800	$ 261,800	$ 260,600	0%
TOTAL	**$ 262,838**	**$ 261,800**	**$ 261,800**	**$ 260,600**	**0%**
FUNDING SOURCES					
305 - Series 2019A Debt Service Fund	$ 262,838	$ 261,800	$ 261,800	$ 260,600	0%

ACCOUNT NUMBER EXPLANATION

53989	Principal Payments	Payment of Series 2019A Principal Payment
53990	Interest Payments	Payment of Series 2019A Interest Payment

Series 2019A Debt Service Fund 305-3120

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Debt Services					
Principal Payments	53989	$ 150,000	$ 155,000	$ 155,000	$ 160,000
Interest Payments	53990	112,838	106,800	106,800	100,600
Total Debt Services		**$ 262,838**	**$ 261,800**	**$ 261,800**	**$ 260,600**
TOTAL EXPENDITURES		**$ 262,838**	**$ 261,800**	**$ 261,800**	**$ 260,600**

Series 2019B Debt Service Fund 310-3120

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Debt Services	$ 235,400	$ 235,000	$ 235,000	$ 234,400	0%
TOTAL	**$ 235,400**	**$ 235,000**	**$ 235,000**	**$ 234,400**	**0%**
FUNDING SOURCES					
310 - Series 2019B Debt Service Fund	$ 235,400	$ 235,000	$ 235,000	$ 234,400	0%

ACCOUNT NUMBER EXPLANATION

53989	Principal Payments	Payment of Series 2019B Principal Payment
53990	Interest Payments	Payment of Series 2019B Interest Payment

Series 2019B Debt Service Fund 310-3120

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Debt Services					
Principal Payments	53989	$ 135,000	$ 140,000	$ 140,000	$ 145,000
Interest Payments	53990	100,400	95,000	95,000	89,400
Total Debt Services		**$ 235,400**	**$ 235,000**	**$ 235,000**	**$ 234,400**
TOTAL EXPENDITURES		**$ 235,400**	**$ 235,000**	**$ 235,000**	**$ 234,400**

Transportation - Capital Projects Fund 400-3120

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Debt Services	$ 53,287	$ 53,300	$ 53,300	$ 53,300	0%
Transfer to Other Funds	15,382	-	-	-	0%
TOTAL	**$ 68,669**	**$ 53,300**	**$ 53,300**	**$ 53,300**	**0%**
FUNDING SOURCES					
400 - Capital Projects Fund	$ 68,669	$ 53,300	$ 53,300	$ 53,300	0%

ACCOUNT NUMBER EXPLANATION

53990	Debt Service Payments	Payment of City of Industry Valley Blvd Projects loan
54999	Transfers to Other Funds	

Transportation - Capital Projects Fund 400-3120

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Debt Services					
Debt Service Payments	53990	$ 53,287	$ 53,300	$ 53,300	$ 53,300
Total Debt Services		**$ 53,287**	**$ 53,300**	**$ 53,300**	**$ 53,300**
Transfer to Other Funds					
Transfers to Other Funds	54999	$ 15,382	$ -	$ -	$ -
Total Transfer to Other Funds		**$ 15,382**	**$ -**	**$ -**	**$ -**
TOTAL EXPENDITURES		**$ 68,669**	**$ 53,300**	**$ 53,300**	**$ 53,300**

Planning/Zoning Services 100-3300

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Personnel Services	$ 356,830	$ 320,000	$ 363,600	$ 328,400	3%
Operating Expenditures	68,186	145,800	125,500	121,900	-16%
Transfer to Other Funds	544,143	-	-	-	0%
TOTAL	**$ 969,159**	**$ 465,800**	**$ 489,100**	**$ 450,300**	**-3%**
FUNDING SOURCES					
100 - General Fund	$ 969,159	$ 465,800	$ 489,100	$ 450,300	-3%

ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full Time	Salaries for Director of Development Services (5%), Planning Manager (100%), Associate Planner (80%) and Administrative Assistant (30%)
51117	Overtime	Overtime pay for employees
51118	Leave Conversion Incentives	Conversion of earned leave
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursement
51312	Disability Insurance	Disability insurance & survivor's benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53011	Operating Supplies	Office supplies for the planning department
53111	Contract Services - Private	Consultant services for implementation of various General Plan elements
53116	Commission/Committee Services	Stipend for Planning Commission meetings
53411	Printing & Publishing	Costs for ads for required public notices for this division
53971	Dues & Memberships	Membership dues for professional organizations such as ICSC, APA and CCAC
53972	Conferences & Meetings	Staff attendance of ICSC and other conferences and trainings
53976	Special Departmental	Business cards, logo shirts and name plates for planning commissioners
53996	MIS/Equipment Charges	Allocated information technology and equipment charges
54999	Transfers to Other Funds	Transfer to the Capital Improvement Fund for purchase of land

Planning/Zoning Services 100-3300

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Personnel Services					
Salaries - Full Time	51111	$ 255,338	$ 235,500	$ 276,300	$ 242,500
Overtime	51117	-	4,500	1,000	3,000
Leave Conversion Incentives	51118	18,574	14,000	10,000	14,000
Retirement	51211	46,115	30,000	33,100	31,600
FICA/Medicare	51212	4,106	3,500	4,200	3,600
Other Health - DOC	51311	1,569	4,400	2,500	4,300
Disability Insurance	51312	2,315	4,000	2,600	4,100
Life Insurance	51313	445	500	500	500
Health Insurance	51314	28,368	23,600	33,400	24,800
Total Personnel Services		**$ 356,830**	**$ 320,000**	**$ 363,600**	**$ 328,400**
Operating Expenditures					
Operating Supplies	53011	$ 977	$ 1,200	$ 800	$ 1,200
Contract Services - Private	53111	29,014	100,000	84,000	64,700
Commission/Committee Services	53116	1,740	4,700	3,000	9,400
Printing & Publishing	53411	6,318	7,000	5,000	7,000
Dues & Memberships	53971	1,654	1,500	1,600	1,600
Conferences & Meetings	53972	5,157	7,200	6,300	8,900
Special Departmental	53976	1,526	1,000	1,600	1,600
MIS/Equipment Charges	53996	21,800	23,200	23,200	27,500
Total Operating Expenditures		**$ 68,186**	**$ 145,800**	**$ 125,500**	**$ 121,900**
Transfer to Other Funds					
Transfers to Other Funds	54999	$ 544,143	$ -	$ -	$ -
Total Transfer to Other Funds		**$ 544,143**	**$ -**	**$ -**	**$ -**
TOTAL EXPENDITURES		**$ 969,159**	**$ 465,800**	**$ 489,100**	**$ 450,300**

Planning/Zoning Services 280-3300

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Operating Expenditures	$ 731,619	$ 3,300,000	$ 3,300,000	$ 2,000,000	-39%
TOTAL	**$ 731,619**	**$ 3,300,000**	**$ 3,300,000**	**$ 2,000,000**	**-39%**
FUNDING SOURCES					
280 - Miscellaneous Grants Fund	$ 731,619	$ 3,300,000	$ 3,300,000	$ 2,000,000	-39%

ACCOUNT NUMBER EXPLANATION

53111	Contract Services - Private	Youth Workforce Development Grant

Planning/Zoning Services 280-3300

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Operating Expenditures					
Contract Services - Private	53111	$ 731,619	$ 3,300,000	$ 3,300,000	$ 2,000,000
Total Operating Expenditures		**$ 731,619**	**$ 3,300,000**	**$ 3,300,000**	**$ 2,000,000**
TOTAL EXPENDITURES		**$ 731,619**	**$ 3,300,000**	**$ 3,300,000**	**$ 2,000,000**

Building and Safety Services 100-3310

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Operating Expenditures	$ 574,993	$ 393,500	$ 532,400	$ 576,600	47%
TOTAL	**$ 574,993**	**$ 393,500**	**$ 532,400**	**$ 576,600**	**47%**
FUNDING SOURCES					
100 - General Fund	$ 574,993	$ 393,500	$ 532,400	$ 576,600	47%

ACCOUNT NUMBER EXPLANATION

53011	Operating Supplies	Office supplies for the Building & Safety department
53111	Contract Services - Private	Provides for contract building and safety services
53976	Special Departmental	Miscellaneous special departmental supplies

Building and Safety Services 100-3310

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Operating Expenditures					
Operating Supplies	53011	$ 3,529	$ 3,000	$ 3,200	$ 3,500
Contract Services - Private	53111	571,014	390,000	528,700	572,300
Special Departmental	53976	450	500	500	800
Total Operating Expenditures		**$ 574,993**	**$ 393,500**	**$ 532,400**	**$ 576,600**
TOTAL EXPENDITURES		**$ 574,993**	**$ 393,500**	**$ 532,400**	**$ 576,600**

Housing and Community Services 100-3320

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Personnel Services	$ 105,059	$ 98,700	$ 95,100	$ 119,900	21%
Operating Expenditures	14,852	179,800	183,700	20,300	-89%
Transfer to Other Funds	-	77,500	77,500	83,800	8%
TOTAL	**$ 119,911**	**$ 356,000**	**$ 356,300**	**$ 224,000**	**-37%**
FUNDING SOURCES					
100 - General Fund	$ 119,911	$ 356,000	$ 356,300	$ 224,000	-37%

ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full Time	Salary for Rehabilitation Grant Specialist (70%)
51112	Salaries - Part Time	Salaries of Part-Time Staff
51117	Overtime	Overtime pay for employees
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursement
51312	Disability Insurance	Disability insurance & survivor's benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53011	Operating Supplies	Office supplies for the Housing Division
53111	Contract Services - Private	Consultant Fees, appraisal, escrow, title, monitoring and credit report fees associated with loan and grant programs
53411	Printing & Publishing	Printing and publishing of notices for Housing Program
53972	Conferences & Meetings	Seminars and workshops for current and new projects.
53976	Special Departmental	Miscellaneous special departmental supplies
53981	Grants & Loans - Commercial	Grants for local businesses
53996	MIS/Equipment Charges	Allocated information technology and equipment charges
54999	Transfers to Other Funds	Transfer to the Housing Fund for the 20% set-aside

Housing and Community Services 100-3320

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Personnel Services					
Salaries - Full Time	51111	$ 60,964	$ 62,400	$ 63,100	$ 62,400
Salaries - Part Time	51112	-	-	-	17,600
Overtime	51117	-	500	300	500
Retirement	51211	24,743	9,700	9,100	11,300
FICA/Medicare	51212	884	1,000	800	1,200
Other Health - DOC	51311	1,227	6,400	3,700	5,700
Disability Insurance	51312	527	1,100	600	1,100
Life Insurance	51313	129	200	200	200
Health Insurance	51314	16,585	17,400	17,300	19,900
Total Personnel Services		**$ 105,059**	**$ 98,700**	**$ 95,100**	**$ 119,900**
Operating Expenditures					
Operating Supplies	53011	$ 674	$ 600	$ 1,400	$ 600
Contract Services - Private	53111	9,526	8,200	10,400	11,500
Printing & Publishing	53411	-	200	100	200
Conferences & Meetings	53972	125	500	300	500
Special Departmental	53976	327	500	1,400	1,200
Grants & Loans - Commercial	53981	-	165,000	165,300	-
MIS/Equipment Charges	53996	4,200	4,800	4,800	6,300
Total Operating Expenditures		**$ 14,852**	**$ 179,800**	**$ 183,700**	**$ 20,300**
Transfer to Other Funds					
Transfers to Other Funds	54999	$ -	$ 77,500	$ 77,500	$ 83,800
Total Transfer to Other Funds		**$ -**	**$ 77,500**	**$ 77,500**	**$ 83,800**
TOTAL EXPENDITURES		**$ 119,911**	**$ 356,000**	**$ 356,300**	**$ 224,000**

CDBG Fund 260-3320

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Personnel Services	$ 234,041	$ 296,100	$ 286,300	$ 304,400	3%
Operating Expenditures	62,440	113,900	147,200	114,000	0%
TOTAL	**$ 296,481**	**$ 410,000**	**$ 433,500**	**$ 418,400**	**2%**
FUNDING SOURCES					
260 - CDBG Fund	$ 296,481	$ 410,000	$ 433,500	$ 418,400	2%

ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full Time	Salaries for Chief/Director of Public Safety (20%), Finance Manager (3%), Accounting Technician II (4%), Rehabilitation Grant Specialist (30%); Community Services Coordinator (40%), Code Enf. Officer (85%), and Office Specialist (30%)
51112	Salaries - Part Time	Salaries of Part-Time Staff
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursements
51312	Disability Insurance	Disability insurance & survivor's benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53011	Operating Supplies	Office supplies for the housing rehab program
53012	Small Tools & Equipment	Small tools & equipment for CDBG program
53015	Uniform/Boot Reimbursement	Uniform costs for department employees
53972	Conferences & Meetings	CACEO Conference, Davis Bacon and Fair Housing training
53977	Grants & Loans - Residential	Costs for housing rehab construction grant program which includes construction, asbestos/lead testing, abatement and abatement clearance monitoring

CDBG Fund 260-3320

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Personnel Services					
Salaries - Full Time	51111	$ 130,187	$ 184,600	$ 181,400	$ 178,400
Salaries - Part Time	51112	52,292	32,900	34,900	50,500
Retirement	51211	14,565	20,200	20,100	21,400
FICA/Medicare	51212	2,647	3,200	3,200	3,400
Disability Insurance	51312	1,096	3,100	1,600	3,000
Life Insurance	51313	306	600	300	500
Health Insurance	51314	32,948	51,500	44,800	47,200
Total Personnel Services		**$ 234,041**	**$ 296,100**	**$ 286,300**	**$ 304,400**
Operating Expenditures					
Operating Supplies	53011	$ 4,452	$ 1,200	$ 800	$ 1,200
Small Tools & Equipment	53012	4,163	1,500	1,000	1,500
Uniform/Boot Reimbursement	53015	-	-	600	1,000
Conferences & Meetings	53972	40	1,200	800	1,200
Grants & Loans - Residential	53977	53,785	110,000	144,000	109,100
Total Operating Expenditures		**$ 62,440**	**$ 113,900**	**$ 147,200**	**$ 114,000**
TOTAL EXPENDITURES		**$ 296,481**	**$ 410,000**	**$ 433,500**	**$ 418,400**

American Rescue Plan Act Fund 263-3320

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Personnel Services	$ 751,261	$ -	$ -	$ -	0%
Operating Expenditures	1,121,374	306,300	164,300	142,000	-54%
Capital Outlay	178,455	-	-	-	0%
Transfer to Other Funds	4,849,830	-	-	-	0%
TOTAL	**$ 6,900,920**	**$ 306,300**	**$ 164,300**	**$ 142,000**	**-54%**
FUNDING SOURCES					
263 - American Rescue Plan Act Fund	$ 6,900,920	$ 306,300	$ 164,300	$ 142,000	-54%

ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full Time	Salaries for Community Outreach Coordinator (150%) and Community Resource Technician (150%)
51112	Salaries - Part Time	Salaries of PT Beautification Programs staff
51117	Overtime	Overtime pay for employees
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursement
51312	Disability Insurance	Disability insurance & survivor’s benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53011	Operating Supplies	Office supplies for the housing rehab program
53012	Small Tools & Equipment	Small tools & equipment for CDBG program
53015	Uniform/Boot Reimbursement	Provides for purchases of uniforms and boot reimbursement and city issued pants and shirts
53111	Contract Services - Private	Miscellaneous contract services
53406	Recruitment Expenses	Pre-employment physicals and fingerprinting
53411	Printing & Publishing	Costs related to community publications
53416	Social Media Technology	Social media technology contract costs
53972	Conferences & Meetings	Lodging costs for consultant
53981	Grants & Loans - Commercial	Costs for business grants
53993	Youth Activities Program	Costs for allocation to non-profit youth groups
54585	Furniture/Office Equipment	Costs for purchase of furniture and equipment for city facilities
54999	Transfers to Other Funds	Transfer to other funds for purchase of equipment

American Rescue Plan Act Fund 263-3320

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Personnel Services					
Salaries - Full Time	51111	$ 173,329	$ -	$ -	$ -
Salaries - Part Time	51112	520,381	-	-	-
Overtime	51117	681	-	-	-
Retirement	51211	13,614	-	-	-
FICA/Medicare	51212	10,229	-	-	-
Other Health - DOC	51311	2,496	-	-	-
Disability Insurance	51312	1,562	-	-	-
Life Insurance	51313	458	-	-	-
Health Insurance	51314	28,511	-	-	-
Total Personnel Services		**$ 751,261**	**$ -**	**$ -**	**$ -**
Operating Expenditures					
Operating Supplies	53011	$ 39,335	$ -	$ -	$ -
Small Tools & Equipment	53012	26,845	-	2,400	-
Uniform/Boot Reimbursement	53015	3,062	-	200	-
Contract Services - Private	53111	287,737	306,300	141,700	142,000
Recruitment Expenses	53406	8,788	-	-	-
Printing & Publishing	53411	1,206	-	-	-
Social Media Technology	53416	225,456	-	-	-
Conferences & Meetings	53972	198	-	-	-
Grants & Loans - Commercial	53981	165,000	-	20,000	-
Youth Activities Program	53993	363,747	-	-	-
Total Operating Expenditures		**$ 1,121,374**	**$ 306,300**	**$ 164,300**	**$ 142,000**
Capital Outlay					
Furniture/Office Equipment	54585	$ 178,455	$ -	$ -	$ -
Total Capital Outlay		**$ 178,455**	**$ -**	**$ -**	**$ -**
Transfer to Other Funds					
Transfers to Other Funds	54999	$ 4,849,830	$ -	$ -	$ -
Total Transfer to Other Funds		**$ 4,849,830**	**$ -**	**$ -**	**$ -**
TOTAL EXPENDITURES		**$ 6,900,920**	**$ 306,300**	**$ 164,300**	**$ 142,000**

Permanent Local Housing Fund (PLHA) 264-3320

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Operating Expenditures	$ -	$ -	$ -	$ 300,000	0%
TOTAL	**$ -**	**$ -**	**$ -**	**$ 300,000**	**0%**
FUNDING SOURCES					
264 - Permanent Local Housing Fund (PHLA)	$ -	$ -	$ -	$ 300,000	0%

ACCOUNT NUMBER EXPLANATION

53977	Grants & Loans - Residential	Homebuyer assistance from CA Dept. of Housing & Community Development

Permanent Local Housing Fund (PLHA) 264-3320

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Operating Expenditures					
Grants & Loans - Residential	53977	$ -	$ -	$ -	$ 300,000
Total Operating Expenditures		**$ -**	**$ -**	**$ -**	**$ 300,000**
TOTAL EXPENDITURES		**$ -**	**$ -**	**$ -**	**$ 300,000**

Cal Home Grant Fund 265-3320

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Operating Expenditures	$ -	$ 155,000	$ 185,000	$ 155,000	0%
Transfer to Other Funds	3,385	5,000	3,000	3,000	-40%
TOTAL	**$ 3,385**	**$ 160,000**	**$ 188,000**	**$ 158,000**	**-1%**
FUNDING SOURCES					
265 - Cal Home Loans	$ 3,385	$ 160,000	$ 188,000	$ 158,000	-1%

ACCOUNT NUMBER EXPLANATION

53977	Grants & Loans - Residential	Costs for housing rehab construction loan program which includes construction, asbestos/lead testing, abatement and abatement clearance monitoring
54999	Transfers to Other Funds	Transfer to General Fund for Administrative Costs

Cal Home Grant Fund 265-3320

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Operating Expenditures					
Grants & Loans - Residential	53977	$ -	$ 155,000	$ 185,000	$ 155,000
Total Operating Expenditures		**$ -**	**$ 155,000**	**$ 185,000**	**$ 155,000**
Transfer to Other Funds					
Transfers to Other Funds	54999	$ 3,385	$ 5,000	$ 3,000	$ 3,000
Total Transfer to Other Funds		**$ 3,385**	**$ 5,000**	**$ 3,000**	**$ 3,000**
TOTAL EXPENDITURES		**$ 3,385**	**$ 160,000**	**$ 188,000**	**$ 158,000**

Community Outreach 100-3325

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Personnel Services	$ 110,686	$ 1,042,600	$ 905,200	$ 542,000	-48%
Operating Expenditures	15,449	117,100	42,000	65,700	-44%
TOTAL	**$ 126,135**	**$ 1,159,700**	**$ 947,200**	**$ 607,700**	**-48%**
FUNDING SOURCES					
100 - General Fund	$ 126,135	$ 1,159,700	$ 947,200	$ 607,700	-48%

ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full Time	Salaries for Community Outreach Coordinator (600%)
51112	Salaries - Part Time	Salaries of PT Beautification Program staff
51117	Overtime	Overtime pay for employees
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursement
51312	Disability Insurance	Costs for insurance such as survivors and long-term disability
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53011	Operating Supplies	Supportive items for homeless individuals and office supplies for PROS Team
53012	Small Tools & Equipment	Small tools and miscellaneous equipment for PROS Team
53015	Uniform/Boot Reimbursement	Boot reimbursement for department staff
53111	Contract Services - Private	Services for unhoused individuals and families
53996	MIS/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated vehicle charges

Community Outreach 100-3325

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Personnel Services					
Salaries - Full Time	51111	$ 62,060	$ 387,500	$ 364,900	$ 404,300
Salaries - Part Time	51112	-	513,400	415,700	-
Overtime	51117	24,055	-	6,000	2,500
Retirement	51211	5,813	33,900	31,800	34,900
FICA/Medicare	51212	1,257	13,400	11,500	5,900
Other Health - DOC	51311	1,070	12,000	4,600	12,000
Disability Insurance	51312	675	6,800	3,400	6,800
Life Insurance	51313	210	1,400	1,000	1,300
Health Insurance	51314	15,546	74,200	66,300	74,300
Total Personnel Services		**$ 110,686**	**$ 1,042,600**	**$ 905,200**	**$ 542,000**
Operating Expenditures					
Operating Supplies	53011	$ 49	$ 30,000	$ 4,900	$ 5,000
Small Tools & Equipment	53012	-	25,000	4,600	5,000
Uniform/Boot Reimbursement	53015	-	3,000	2,400	3,000
Contract Services - Private	53111	-	34,000	5,000	10,000
MIS/Equipment Charges	53996	6,100	9,400	9,400	18,400
Vehicle Charges	53997	9,300	15,700	15,700	24,300
Total Operating Expenditures		**$ 15,449**	**$ 117,100**	**$ 42,000**	**$ 65,700**
TOTAL EXPENDITURES		**$ 126,135**	**$ 1,159,700**	**$ 947,200**	**$ 607,700**

Parks 100-3330

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Personnel Services	$ 768,913	$ 675,700	$ 693,200	$ 785,800	16%
Operating Expenditures	311,300	229,900	228,300	301,100	31%
TOTAL	**$ 1,080,213**	**$ 905,600**	**$ 921,500**	**$ 1,086,900**	**20%**
FUNDING SOURCES					
100 - General Fund	$ 1,080,213	$ 905,600	$ 921,500	$ 1,086,900	20%

ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full Time	Salaries for Director of Development Services (5%), Maintenance Superintendent (18%), Maintenance Lead (60%) Park Maintenance Worker (135%), Maintenance Worker (505%) and Administrative Assistant (27%)
51112	Salaries - Part Time	Salaries of Part-Time Staff
51117	Overtime	Overtime pay for employees
51118	Leave Conversion Incentives	Conversion of earned leave
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursement
51312	Disability Insurance	Disability insurance and survivor's benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53011	Operating Supplies	Office supplies for the department
53012	Small Tools & Equipment	Provides for janitorial supplies and miscellaneous items
53015	Uniform/Boot Reimbursement	Provides for purchases of uniforms and boot reimbursement and city issued pants and shirts
53111	Contract Services - Private	Miscellaneous contract services for La Puente Park and restroom facilities
53715	Utility - Communications	Provides for phone line for La Puente Park snack bar and maintenance yard (reclassed to Fund 285)
53811	Equipment Maintenance	Provides for annual AQMD fees, fire extinguisher maintenance, snack bar inspections, repairs to tools, park equipment, emergency generator, power equipment maintenance, backflow maintenance, etc.
53813	Facility Maintenance	Provides for maintenance and supplies for La Puente Park and facilities
53822	Park Maintenance & Repair	Provides for repairs and maintenance of park facilities, including irrigation repairs
53911	Equipment Lease/Rental	Annual lease expense for maintenance offices at La Puente Park
53972	Conferences & Meetings	Miscellaneous local meetings and training seminars for staff
53976	Special Departmental	Provides for miscellaneous expenses for the Parks Division
53996	MIS/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated vehicle charges

Parks 100-3330

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Personnel Services					
Salaries - Full Time	51111	$ 379,346	$ 326,400	$ 367,600	$ 502,200
Salaries - Part Time	51112	177,640	180,400	142,300	-
Overtime	51117	50,600	20,000	35,000	25,000
Leave Conversion Incentives	51118	6,405	5,000	7,500	6,000
Retirement	51211	49,231	45,200	37,300	51,300
FICA/Medicare	51212	9,008	7,400	8,300	7,300
Other Health - DOC	51311	3,046	9,000	5,100	15,000
Disability Insurance	51312	3,478	5,500	3,400	8,400
Life Insurance	51313	831	1,000	900	1,600
Health Insurance	51314	89,328	75,800	85,800	169,000
Total Personnel Services		**$ 768,913**	**$ 675,700**	**$ 693,200**	**$ 785,800**
Operating Expenditures					
Operating Supplies	53011	$ 27,370	$ 15,600	$ 23,400	$ 21,600
Small Tools & Equipment	53012	19,089	15,800	20,300	20,700
Uniform/Boot Reimbursement	53015	10,823	11,500	10,500	12,000
Contract Services - Private	53111	1,300	5,000	2,900	5,000
Utility - Communications	53715	536	2,200	-	-
Equipment Maintenance	53811	6,798	7,500	6,100	7,500
Facility Maintenance	53813	19,109	12,700	6,300	10,000
Park Maintenance & Repair	53822	195,195	55,000	54,700	60,000
Equipment Lease/Rental	53911	11,256	8,000	8,000	8,000
Conferences & Meetings	53972	-	1,000	500	1,000
Special Departmental	53976	924	1,000	1,000	1,000
MIS/Equipment Charges	53996	300	300	300	300
Vehicle Charges	53997	18,600	94,300	94,300	154,000
Total Operating Expenditures		**$ 311,300**	**$ 229,900**	**$ 228,300**	**$ 301,100**
TOTAL EXPENDITURES		**$ 1,080,213**	**$ 905,600**	**$ 921,500**	**$ 1,086,900**

Measure "A" Safe Parks Fund 283-3330

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Personnel Services	$ 28,146	$ 66,700	$ 56,800	$ 80,700	21%
Operating Expenditures	-	27,200	-	27,200	0%
TOTAL	**$ 28,146**	**$ 93,900**	**$ 56,800**	**$ 107,900**	**15%**
FUNDING SOURCES					
283 - Measure A Safe Parks Fund	$ 28,146	$ 93,900	$ 56,800	$ 107,900	15%

ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full Time	Salaries of Maintenance Lead (40%) and Park Maintenance Worker (40%)
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursement
51312	Disability Insurance	Disability insurance & survivor's benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53822	Park Maintenance & Repair	Ongoing operation and maintenance of Measure A funded capital facilities

Measure "A" Safe Parks Fund 283-3330

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Personnel Services					
Salaries - Full Time	51111	$ 23,484	$ 48,400	$ 46,600	$ 58,000
Retirement	51211	1,481	4,100	3,000	5,100
FICA/Medicare	51212	341	800	600	900
Other Health - DOC	51311	-	1,400	800	1,600
Disability Insurance	51312	164	900	400	1,000
Life Insurance	51313	22	200	100	200
Health Insurance	51314	2,654	10,900	5,300	13,900
Total Personnel Services		**$ 28,146**	**$ 66,700**	**$ 56,800**	**$ 80,700**
Operating Expenditures					
Park Maintenance & Repair	53822	$ -	$ 27,200	$ -	$ 27,200
Total Operating Expenditures		**$ -**	**$ 27,200**	**$ -**	**$ 27,200**
TOTAL EXPENDITURES		**$ 28,146**	**$ 93,900**	**$ 56,800**	**$ 107,900**

Lighting and Landscape Maintenance 285-3330

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Personnel Services	$ 197,564	$ 256,600	$ 168,000	$ 102,200	-60%
Operating Expenditures	788,146	771,800	846,100	949,100	23%
TOTAL	**$ 985,710**	**$ 1,028,400**	**$ 1,014,100**	**$ 1,051,300**	**2%**
FUNDING SOURCES					
285 - Lighting & Landscape	$ 985,710	$ 1,028,400	$ 1,014,100	$ 1,051,300	2%

ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full Time	Salaries of Park Maintenance Worker (25%)
51112	Salaries - Part Time	Salaries of Part-Time Staff
51117	Overtime	Overtime pay for employees
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursement
51312	Disability Insurance	Disability insurance & survivor's benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53111	Contract Services - Private	Contract services for annual engineer's report
53711	Utility - Gas	Provides for gas utility service for snack bar and maintenance building at La Puente Park
53712	Utility - Electricity	Provides for electric utility service for La Puente Park and street lights
53714	Utility - Water	Provides for water utility services for La Puente Park
53715	Utility - Communications	Provides for phone line for La Puente Park snack bar and maintenance yard
53813	Facility Maintenance	Provides for maintenance, repair and supplies for La Puente Community center including pest control, security alarm and miscellaneous cleaning supplies
53814	Landscape Maintenance	Provides for contract landscape maintenance for City Hall, La Puente Park, Nature Center, and landscaping around Community Center facility
53822	Park Maintenance & Repair	Provides for pest control for park snack bar, repairs and maintenance of park facilities, including irrigation repairs
53911	Equipment Lease/Rental	Annual lease expense for lawn mowers at La Puente Park
53996	MIS/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated vehicle charges

Lighting and Landscape Maintenance 285-3330

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Personnel Services					
Salaries - Full Time	51111	$ 64,829	$ 66,200	$ 55,700	$ 18,000
Salaries - Part Time	51112	102,807	155,600	84,800	74,000
Overtime	51117	64	-	-	-
Retirement	51211	12,565	10,700	7,500	5,600
FICA/Medicare	51212	2,432	3,300	2,000	1,400
Other Health - DOC	51311	663	1,900	1,100	500
Disability Insurance	51312	571	1,200	600	300
Life Insurance	51313	162	200	200	100
Health Insurance	51314	13,471	17,500	16,100	2,300
Total Personnel Services		**$ 197,564**	**$ 256,600**	**$ 168,000**	**$ 102,200**
Operating Expenditures					
Contract Services - Private	53111	$ 166,292	$ 174,600	$ 155,000	$ 168,300
Utility - Gas	53711	2,436	1,000	2,800	2,900
Utility - Electricity	53712	297,591	235,800	320,000	325,000
Utility - Water	53714	29,005	36,100	40,000	42,200
Utility - Communications	53715	832	1,200	900	1,100
Facility Maintenance	53813	43,089	50,000	43,800	50,000
Landscape Maintenance	53814	33,924	40,500	59,700	59,000
Park Maintenance & Repair	53822	147,896	105,400	100,900	104,800
Equipment Lease/Rental	53911	18,281	22,500	18,300	22,500
MIS/Equipment Charges	53996	2,200	2,600	2,600	3,000
Vehicle Charges	53997	46,600	102,100	102,100	170,300
Total Operating Expenditures		**$ 788,146**	**$ 771,800**	**$ 846,100**	**$ 949,100**
TOTAL EXPENDITURES		**$ 985,710**	**$ 1,028,400**	**$ 1,014,100**	**$ 1,051,300**

COMMUNITY SERVICES

Annual Budget 2025

Recreation Services 100-4100

		FY 2022-2023 Actual		FY 2023-2024 Adopted Budget		FY 2023-2024 Estimated		FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF									
Personnel Services	$	750,911	$	970,400	$	815,700	$	1,051,800	8%
Operating Expenditures		243,364		266,400		155,700		192,500	-28%
TOTAL	**$**	**994,275**	**$**	**1,236,800**	**$**	**971,400**	**$**	**1,244,300**	**1%**
FUNDING SOURCES									
100 - General Fund	$	994,275	$	1,236,800	$	971,400	$	1,244,300	1%

ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full Time	Salaries for Director of Community Services (100%), Community Engagement Supervisor (50%), Community Services Supervisor (100%), Community Service Specialist (100%), and Concession & Event Supervisor (100%)
51112	Salaries - Part Time	Salaries of Part-Time Staff
51117	Overtime	Overtime pay for employees
51118	Leave Conversion Incentives	Conversion of earned leave
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursements
51312	Disability Insurance	Disability insurance & survivor's benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53011	Operating Supplies	Office supplies for use at Community Center
53012	Small Tools & Equipment	Tiny Tots furniture and play equipment and general office equipment
53111	Contract Services - Private	Contract class instructors, ActiveNet, SCMAF Insurance
53112	Contract Services - Public	Summer lunch program at three (3) sites
53711	Utility - Gas	Natural gas charges for the Community Center
53712	Utility - Electricity	Electricity for the Community Center
53714	Utility - Water	Water charges for the Community Center
53715	Utility - Communications	Communication charges for the Community Center
53811	Equipment Maintenance	Maintenance of handicap lift, fire extinguishers, plotters and office equipment.
53813	Facility Maintenance	Maintenance and repair of facility, pest control, security alarm and miscellaneous cleaning supplies
53971	Dues & Memberships	Memberships to California Parks and Recreation Society (CPRS), Southern California Municipal Athletic Federation (SCMAF), National Recreation and Parks Association (NRPA) and Sam's Club
53972	Conferences & Meetings	Attendance at CPRS trainings and workshops
53976	Special Departmental	Miscellaneous items for the department
53979	Special Events	Special event costs
53996	MIS/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated vehicle charges

Recreation Services 100-4100

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Personnel Services					
Salaries - Full Time	51111	$ 328,057	$ 454,600	$ 422,400	$ 439,300
Salaries - Part Time	51112	212,131	315,000	219,500	400,100
Overtime	51117	4,257	6,000	4,000	6,000
Leave Conversion Incentives	51118	5,320	10,000	7,000	10,000
Retirement	51211	119,369	67,400	63,300	75,700
FICA/Medicare	51212	7,981	11,200	9,500	12,200
Other Health - DOC	51311	2,496	10,000	5,200	9,000
Disability Insurance	51312	2,856	7,500	4,600	7,400
Life Insurance	51313	616	1,100	800	1,000
Health Insurance	51314	67,828	87,600	79,400	91,100
Total Personnel Services		**$ 750,911**	**$ 970,400**	**$ 815,700**	**$ 1,051,800**
Operating Expenditures					
Operating Supplies	53011	$ 6,054	$ 8,000	$ 7,900	$ 8,000
Small Tools & Equipment	53012	4,701	9,000	5,000	9,000
Contract Services - Private	53111	120,508	165,400	77,400	89,600
Contract Services - Public	53112	8,504	25,000	9,300	8,500
Utility - Gas	53711	4,063	2,000	1,800	2,000
Utility - Electricity	53712	31,110	14,300	7,000	10,000
Utility - Water	53714	3,380	3,500	3,500	3,500
Utility - Communications	53715	430	900	900	900
Equipment Maintenance	53811	10,444	7,000	9,400	8,000
Facility Maintenance	53813	8,406	1,000	3,200	2,500
Dues & Memberships	53971	1,030	1,300	1,300	1,300
Conferences & Meetings	53972	2,326	2,500	2,500	2,500
Special Departmental	53976	432	-	-	-
Special Events	53979	876	-	-	-
MIS/Equipment Charges	53996	17,800	18,600	18,600	30,500
Vehicle Charges	53997	23,300	7,900	7,900	16,200
Total Operating Expenditures		**$ 243,364**	**$ 266,400**	**$ 155,700**	**$ 192,500**
TOTAL EXPENDITURES		**$ 994,275**	**$ 1,236,800**	**$ 971,400**	**$ 1,244,300**

Youth Learning Activity Center Services 100-4110

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Personnel Services	$ 366,471	$ 372,500	$ 345,400	$ 391,800	5%
Operating Expenditures	109,894	77,300	115,000	107,800	39%
TOTAL	**$ 476,365**	**$ 449,800**	**$ 460,400**	**$ 499,600**	**11%**
FUNDING SOURCES					
100 - General Fund	$ 476,365	$ 449,800	$ 460,400	$ 499,600	11%

ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full Time	Salaries for Community Services Coordinator (100%) and Community Service Specialist (100%)
51112	Salaries - Part Time	Salaries of Part-Time Staff
51117	Overtime	Overtime pay for employees
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursements
51312	Disability Insurance	Disability insurance & survivor’s benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53011	Operating Supplies	Office supplies for the Youth Learning Activity Center
53012	Small Tools & Equipment	Gymnasium equipment and maintenance
53411	Printing & Publishing	Printing of special event programs and periodic marketing
53711	Utility - Gas	Natural gas charges for the Youth Learning Activity Center
53712	Utility - Electricity	Electrical service for the Youth Learning Activity Center (gymnasium and parking lot)
53714	Utility - Water	Water charges for the Youth Learning Activity Center
53715	Utility - Communications	Communication charges for the Youth Learning Activity Center
53811	Equipment Maintenance	Maintenance agreement of kitchen equipment, fire maintenance, water filters, generator service, heat/air and annual AQMD fees
53813	Facility Maintenance	Maintenance and repair of facility security alarm
53971	Dues & Memberships	Memberships to California Parks and Recreation Society, Southern California Municipal Athletic Federation and Sam’s Club
53972	Conferences & Meetings	Attendance at CPRS trainings and workshops
53976	Special Departmental	Miscellaneous items for the department
53980	Sports Activities	Supplies for sports activities, shirts, awards, closing ceremony for the Youth Basketball Program, balls and scorebooks
53996	MIS/Equipment Charges	Allocated information technology and equipment charges
53997	Vehicle Charges	Allocated vehicle charges

Youth Learning Activity Center Services 100-4110

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Personnel Services					
Salaries - Full Time	51111	$ 130,925	$ 134,300	$ 134,200	$ 136,900
Salaries - Part Time	51112	180,783	193,900	164,500	206,100
Overtime	51117	6,820	-	5,100	2,500
Retirement	51211	25,353	17,100	17,400	17,500
FICA/Medicare	51212	4,706	4,800	4,400	5,000
Other Health - DOC	51311	1,427	4,000	2,300	4,000
Disability Insurance	51312	1,216	2,300	1,300	2,300
Life Insurance	51313	360	500	400	500
Health Insurance	51314	14,881	15,600	15,800	17,000
Total Personnel Services		**$ 366,471**	**$ 372,500**	**$ 345,400**	**$ 391,800**
Operating Expenditures					
Operating Supplies	53011	$ 7,186	$ 4,000	$ 4,400	$ 4,000
Small Tools & Equipment	53012	4,571	6,000	4,900	6,000
Printing & Publishing	53411	-	300	200	300
Utility - Gas	53711	3,596	4,000	4,800	5,000
Utility - Electricity	53712	38,469	22,500	45,700	22,500
Utility - Water	53714	3,380	3,100	3,100	3,100
Utility - Communications	53715	92	500	500	500
Equipment Maintenance	53811	2,258	5,000	5,000	5,000
Facility Maintenance	53813	455	700	700	700
Dues & Memberships	53971	145	500	400	500
Conferences & Meetings	53972	644	800	400	800
Special Departmental	53976	1,956	2,000	1,000	2,000
Sports Activities	53980	21,142	6,000	22,000	30,900
MIS/Equipment Charges	53996	12,000	14,000	14,000	18,400
Vehicle Charges	53997	14,000	7,900	7,900	8,100
Total Operating Expenditures		**$ 109,894**	**$ 77,300**	**$ 115,000**	**$ 107,800**
TOTAL EXPENDITURES		**$ 476,365**	**$ 449,800**	**$ 460,400**	**$ 499,600**

Senior Services 100-4130

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Personnel Services	$ 87,027	$ 99,800	$ 81,500	$ 102,600	3%
Operating Expenditures	70,174	72,100	76,100	77,300	7%
TOTAL	**$ 157,201**	**$ 171,900**	**$ 157,600**	**$ 179,900**	**5%**
FUNDING SOURCES					
100 - General Fund	$ 157,201	$ 171,900	$ 157,600	$ 179,900	5%

ACCOUNT NUMBER EXPLANATION

51111	Salaries - Full Time	Salaries for Community Service Coordinator (60%)
51112	Salaries - Part Time	Salaries of Part-Time Staff
51117	Overtime	Overtime pay for employees
51118	Leave Conversion Incentives	Conversion of earned leave
51211	Retirement	City share of CalPERS retirement for department employees
51212	FICA/Medicare	Medicare benefits for full-time and part-time employees
51311	Other Health - DOC	Dental, optical and audio reimbursements
51312	Disability Insurance	Disability insurance & survivor's benefits
51313	Life Insurance	Term life insurance
51314	Health Insurance	CalPERS health insurance coverage
53011	Operating Supplies	Office supplies for the Senior Center
53012	Small Tools & Equipment	General supplies and purchase of equipment
53411	Printing & Publishing	Periodic marketing and brochures
53711	Utility - Gas	Natural gas charges for the Senior Center
53712	Utility - Electricity	Electricity charges for the Senior Center
53714	Utility - Water	Water charges for the Senior Center
53715	Utility - Communications	Gas at Senior Center facility
53811	Equipment Maintenance	Maintenance agreement for kitchen equipment, fire maintenance, water filter, generator, heat/air, annual AQMD permits and miscellaneous repairs
53813	Facility Maintenance	Custodial service, pest control, security alarm, plumbing and carpet cleaning
53814	Landscape Maintenance	Landscaping services for the Senior Center
53961	Subscriptions & Publications	Daily newspaper subscriptions
53971	Dues & Memberships	Membership to California Parks and Recreation Society and National Recreation and Parks Associations
53979	Special Events	Provides supplies, catering, entertainment and decorations for monthly dances, excursions and volunteer recognition
53996	MIS/Equipment Charges	Allocated information technology and equipment charges

Senior Services 100-4130

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Personnel Services					
Salaries - Full Time	51111	$ 43,184	$ 50,900	$ 50,400	$ 50,900
Salaries - Part Time	51112	17,990	27,300	9,000	29,900
Overtime	51117	1,633	500	1,400	500
Leave Conversion Incentives	51118	4,643	4,000	5,000	4,000
Retirement	51211	12,669	7,900	7,800	8,000
FICA/Medicare	51212	986	1,200	1,000	1,200
Other Health - DOC	51311	428	1,200	700	1,200
Disability Insurance	51312	395	900	500	900
Life Insurance	51313	99	200	100	200
Health Insurance	51314	5,000	5,700	5,600	5,800
Total Personnel Services		**$ 87,027**	**$ 99,800**	**$ 81,500**	**$ 102,600**
Operating Expenditures					
Operating Supplies	53011	$ 1,615	$ 2,000	$ 2,000	$ 2,000
Small Tools & Equipment	53012	2,546	2,000	6,000	5,000
Printing & Publishing	53411	-	100	100	100
Utility - Gas	53711	4,166	2,500	2,500	2,500
Utility - Electricity	53712	12,480	9,700	9,700	9,700
Utility - Water	53714	1,934	2,000	2,000	2,000
Utility - Communications	53715	3,521	3,500	3,500	3,500
Equipment Maintenance	53811	7,789	7,000	7,000	7,000
Facility Maintenance	53813	23,180	25,000	25,000	25,000
Landscape Maintenance	53814	2,123	2,500	2,500	2,500
Subscriptions & Publications	53961	-	600	600	600
Dues & Memberships	53971	550	600	600	600
Special Events	53979	4,170	7,500	7,500	7,500
MIS/Equipment Charges	53996	6,100	7,100	7,100	9,300
Total Operating Expenditures		**$ 70,174**	**$ 72,100**	**$ 76,100**	**$ 77,300**
TOTAL EXPENDITURES		**$ 157,201**	**$ 171,900**	**$ 157,600**	**$ 179,900**

Community Promotions 100-4140

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Operating Expenditures	$ 275,444	$ 728,600	$ 641,100	$ 332,100	-54%
Capital Outlay	-	65,000	-	-	-100%
TOTAL	**$ 275,444**	**$ 793,600**	**$ 641,100**	**$ 332,100**	**-58%**
FUNDING SOURCES					
100 - General Fund	$ 275,444	$ 793,600	$ 641,100	$ 332,100	-58%

ACCOUNT NUMBER EXPLANATION

53111	Contract Services - Private	Expense for City Calendar and other publications.
53415	Community Outreach	Production and delivery of quarterly City Spotlight newsletter
53416	Social Media Technology	Purchase of social media technology platforms
53976	Special Departmental	Miscellaneous expenses for department
53979	Special Events	Costs related to the City's annual events: 3rd of July, Concerts in the Park, Movies in the Park, Veteran's Day, Parade & Tree Lighting, Excursions, Spring Egg Hunt, etc.
53992	Scholarships	Provides for scholarship grants for residents at $500 each
53993	Youth Activities Program	Provides funding to low and moderate income families for youth activities in the form of grants.
54585	Furniture/Office Equipment	

Community Promotions 100-4140

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Operating Expenditures					
Contract Services - Private	53111	$ 391	$ -	$ -	$ -
Community Outreach	53415	12,069	5,100	14,500	20,100
Social Media Technology	53416	7,370	337,400	240,000	173,000
Special Departmental	53976	1,108	-	-	-
Special Events	53979	243,235	250,100	250,100	118,000
Scholarships	53992	8,310	8,500	9,000	9,000
Youth Activities Program	53993	2,961	127,500	127,500	12,000
Total Operating Expenditures		**$ 275,444**	**$ 728,600**	**$ 641,100**	**$ 332,100**
Capital Outlay					
Furniture/Office Equipment	54585	$ -	$ 65,000	$ -	$ -
Total Capital Outlay		**$ -**	**$ 65,000**	**$ -**	**$ -**
TOTAL EXPENDITURES		**$ 275,444**	**$ 793,600**	**$ 641,100**	**$ 332,100**

PROPRIETARY FUNDS

Annual Budget 2025

Sewer 500-3210

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Operating Expenditures	$ 507,187	$ 392,000	$ 314,900	$ 390,800	0%
Debt Services	237,967	573,700	573,700	577,500	1%
Transfer to Other Funds	264,883	267,200	268,100	281,500	5%
TOTAL	**$ 1,010,037**	**$ 1,232,900**	**$ 1,156,700**	**$ 1,249,800**	**1%**
FUNDING SOURCES					
500 - Sewer Construction/Maintenance	$ 1,010,037	$ 1,232,900	$ 1,156,700	$ 1,249,800	1%

ACCOUNT NUMBER EXPLANATION

53111	Contract Services - Private	Bond disclosure services; Maintenance contract for annual sewer cleaning; Sewer Condition Study
53112	Contract Services - Public	Annual permit fee with State Water Resources Control Board
53411	Printing & Publishing	Programs and periodic marketing and forms
53976	Special Departmental	Miscellaneous expenses for department
53989	Principal Payments	Principal payment on 2016 Sewer Revenue Bonds
53990	Interest Payments	Interest payment on 2016 Sewer Revenue Bonds
53999	Depreciation Expense	Depreciation of City owned equipment
54999	Transfers to Other Funds	Transfer to General Fund for Administrative Costs

Sewer 500-3210

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Operating Expenditures					
Contract Services - Private	53111	$ 241,750	$ 120,000	$ 60,000	$ 130,000
Contract Services - Public	53112	21,119	26,500	10,000	15,000
Printing & Publishing	53411	-	1,000	500	1,000
Special Departmental	53976	-	500	100	500
Depreciation Expense	53999	244,318	244,000	244,300	244,300
Total Operating Expenditures		**$ 507,187**	**$ 392,000**	**$ 314,900**	**$ 390,800**
Debt Services					
Principal Payments	53989	$ -	$ 375,000	$ 375,000	$ 390,000
Interest Payments	53990	237,967	198,700	198,700	187,500
Total Debt Services		**$ 237,967**	**$ 573,700**	**$ 573,700**	**$ 577,500**
Transfer to Other Funds					
Transfers to Other Funds	54999	$ 264,883	$ 267,200	$ 268,100	$ 281,500
Total Transfer to Other Funds		**$ 264,883**	**$ 267,200**	**$ 268,100**	**$ 281,500**
TOTAL EXPENDITURES		**$ 1,010,037**	**$ 1,232,900**	**$ 1,156,700**	**$ 1,249,800**

Equipment Replacement 550-6100

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Operating Expenditures	$ 277,570	$ 285,000	$ 362,500	$ 262,000	-8%
TOTAL	**$ 277,570**	**$ 285,000**	**$ 362,500**	**$ 262,000**	**-8%**
FUNDING SOURCES					
550 - Equipment Replacement Fund	$ 277,570	$ 285,000	$ 362,500	$ 262,000	-8%

ACCOUNT NUMBER EXPLANATION

53017	Software & Licensing	Computer licensing fees and software
53018	Computer Hardware & Supplies	Computer peripherals and hardware
53111	Contract Services - Private	Contract services for IT services provider
53911	Equipment Lease/Rental	Handheld ticket equipment lease
53999	Depreciation Expense	Depreciation of IT fixed assets

Equipment Replacement 550-6100

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Operating Expenditures					
Software & Licensing	53017	$ 93,499	$ 97,300	$ 96,900	$ 118,800
Computer Hardware & Supplies	53018	85,031	153,100	183,700	60,500
Contract Services - Private	53111	66,740	9,600	41,900	42,700
Equipment Lease/Rental	53911	515	-	-	-
Depreciation Expense	53999	31,785	25,000	40,000	40,000
Total Operating Expenditures		**$ 277,570**	**$ 285,000**	**$ 362,500**	**$ 262,000**
TOTAL EXPENDITURES		**$ 277,570**	**$ 285,000**	**$ 362,500**	**$ 262,000**

Vehicle Maintenance and Replacement 555-3150

	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF					
Operating Expenditures	$ 461,504	$ 450,600	$ 639,300	$ 835,400	85%
Capital Outlay	4,479	32,100	92,000	25,000	-22%
Debt Services	8,482	5,000	10,100	10,000	100%
TOTAL	**$ 474,465**	**$ 487,700**	**$ 741,400**	**$ 870,400**	**78%**
FUNDING SOURCES					
555 - Vehicle Replacement Fund	$ 474,465	$ 487,700	$ 741,400	$ 870,400	78%

ACCOUNT NUMBER EXPLANATION

53014	Fuel	Fuel costs for city owned vehicles
53812	Vehicle Maintenance	General maintenance and repairs of city owned vehicles
53912	Vehicle Lease	Monthly lease and maintenance of Enterprise Fleet vehicles
53991	Interest Expense	Interest on leases of vehicles
53999	Depreciation Expense	Depreciation of city owned vehicles
54484	Vehicle Purchase	Vehicle purchases

Vehicle Maintenance and Replacement 555-3150

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Operating Expenditures					
Fuel	53014	$ 109,907	$ 121,000	$ 129,600	$ 136,100
Vehicle Maintenance	53812	89,832	50,000	87,900	61,000
Vehicle Lease	53912	48,293	144,600	124,900	253,200
Depreciation Expense	53999	213,472	135,000	296,900	385,100
Total Operating Expenditures		**$ 461,504**	**$ 450,600**	**$ 639,300**	**$ 835,400**
Capital Outlay					
Vehicle Purchase	54484	$ 4,479	$ 32,100	$ 92,000	$ 25,000
Total Capital Outlay		**$ 4,479**	**$ 32,100**	**$ 92,000**	**$ 25,000**
Debt Services					
Interest Expense	53991	$ 8,482	$ 5,000	$ 10,100	$ 10,000
Total Debt Services		**$ 8,482**	**$ 5,000**	**$ 10,100**	**$ 10,000**
TOTAL EXPENDITURES		**$ 474,465**	**$ 487,700**	**$ 741,400**	**$ 870,400**

SUCCESSOR AGENCY

Annual Budget 2025

Successor Agency 610-5100

		FY 2022-2023 Actual		FY 2023-2024 Adopted Budget		FY 2023-2024 Estimated		FY 2024-2025 Proposed Budget	% Change from Prior Year Budget
BUDGET IN BRIEF									
Operating Expenditures	$	2,975	$	4,100	$	3,000	$	4,100	0%
Debt Services		512,123		628,400		628,400		617,400	-2%
Transfer to Other Funds		15,000		402,600		402,600		434,200	8%
TOTAL	**$**	**530,098**	**$**	**1,035,100**	**$**	**1,034,000**	**$**	**1,055,700**	**2%**
FUNDING SOURCES									
610 - RPTTF Fund	$	530,098	$	1,035,100	$	1,034,000	$	1,055,700	2%

ACCOUNT NUMBER EXPLANATION

53111	Contract Services - Private	Continuing disclosure for TABS
53114	Legal Services - General	Legal expenses
53966	Fiscal Agent Fees	Fiscal agent fees for TABS
53988	Interest Expense - Advance	Interest on repayment of City loans to former RDA
53990	Debt Service Payments	Principal payment on TABS
53991	Interest Expense	Interest expense on TABS
54999	Transfers to Other Funds	Transfers to the General Fund for reimbursement of administrative costs for oversight of the Successor Agency; payment to General Fund for loans made to the former Redevelopment Agency

Successor Agency 610-5100

Expenditure Breakdown

Description	Acct. No.	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
Operating Expenditures					
Contract Services - Private	53111	$ 1,475	$ 1,500	$ 1,500	$ 1,500
Legal Services - General	53114	-	1,000	-	1,000
Fiscal Agent Fees	53966	1,500	1,600	1,500	1,600
Total Operating Expenditures		**$ 2,975**	**$ 4,100**	**$ 3,000**	**$ 4,100**
Debt Services					
Interest Expense - Advance	53988	$ -	$ 372,600	$ 372,600	$ 357,700
Debt Service Payments	53990	512,123	135,000	135,000	145,000
Interest Expense	53991	-	120,800	120,800	114,700
Total Debt Services		**$ 512,123**	**$ 628,400**	**$ 628,400**	**$ 617,400**
Transfer to Other Funds					
Transfers to Other Funds	54999	$ 15,000	$ 402,600	$ 402,600	$ 434,200
Total Transfer to Other Funds		**$ 15,000**	**$ 402,600**	**$ 402,600**	**$ 434,200**
TOTAL EXPENDITURES		**$ 530,098**	**$ 1,035,100**	**$ 1,034,000**	**$ 1,055,700**

CAPITAL IMPROVEMENT PROGRAM (CIP)

Annual Budget 2025

CIP by Projects
Fiscal Year 2024-2025

Acct. No.	Project Title	Fund		FY 2022-2023 Actual		FY 2023-2024 Adopted Budget		FY 2023-2024 Estimated		FY 2024-2025 Proposed Budget
200-5514	ADA Transition Plan Implementation	Gas Tax	$	-	$	20,000	$	-	$	10,000
	Total ADA Transition Plan Implementation		**$**	**-**	**$**	**20,000**	**$**	**-**	**$**	**10,000**
210-5547	Bus Shelter Replacement/Refurbishment	Prop A	$	421,464	$	-	$	-	$	-
280-5547	Bus Shelter Replacement/Refurbishment	State Grant		40,000		-		-		-
	Total Bus Shelter Replacement/Refurbishment		**$**	**461,464**	**$**	**-**	**$**	**-**	**$**	**-**
203-5586	Crosswalk Enhancements (8 locations)	Measure M	$	26,336	$	307,300	$	435,900	$	-
205-5586	Crosswalk Enhancements (8 locations)	Measure R		-		190,300		290,300		-
230-5586	Crosswalk Enhancements (8 locations)	HSIP		4,105		706,000		706,000		-
	Total Crosswalk Enhancements (8 locations)		**$**	**30,441**	**$**	**1,203,600**	**$**	**1,432,200**	**$**	**-**
215-5587	Major Street Resurfacing	Prop C	$	118,900	$	-	$	-	$	-
	Total Major Street Resurfacing		**$**	**118,900**	**$**	**-**	**$**	**-**	**$**	**-**
203-5590	Concrete Repairs - Various Locations	Measure M	$	18,866	$	-	$	175,000	$	-
220-5590	Concrete Repairs - Various Locations	TDA		-		-		56,200		-
	Total Concrete Repairs - Various Locations		**$**	**18,866**	**$**	**-**	**$**	**231,200**	**$**	**-**
100-5596	Park Improvements	General Fund	$	380,399	$	220,000	$	370,000	$	-
	Total Park Improvements		**$**	**380,399**	**$**	**220,000**	**$**	**370,000**	**$**	**-**
202-5598	Local Streets Pavement Resurfacing	RMRA/SB1	$	6,560	$	2,968,000	$	2,794,600	$	300,000
203-5598	Local Streets Pavement Resurfacing	Measure M		-		225,000		224,900		-
205-5598	Local Streets Pavement Resurfacing	Measure R		-		214,000		213,900		-
215-5598	Local Streets Pavement Resurfacing	Prop C		-		1,052,900		1,522,700		200,000
405-5598	Local Streets Pavement Resurfacing	2019A Cap. Proj.		142,270		683,000		668,600		-
410-5598	Local Streets Pavement Resurfacing	2019B Cap. Proj.		142,270		233,200		218,800		-
	Total Local Streets Pavement Resurfacing		**$**	**291,100**	**$**	**5,376,100**	**$**	**5,643,500**	**$**	**500,000**
203-5601	Unruh Wall-Amar to Flynn	Measure M	$	151,749	$	-	$	-	$	-
205-5601	Unruh Wall-Amar to Flynn	Measure R		347,607		-		-		-
	Total Unruh Wall-Amar to Flynn		**$**	**499,356**	**$**	**-**	**$**	**-**	**$**	**-**
280-5606	Park and Rec Grant	State Grant	$	3,339,208	$	332,900	$	109,800	$	-
	Total Park and Rec Grant		**$**	**3,339,208**	**$**	**332,900**	**$**	**109,800**	**$**	**-**
280-5607	RMC Grant	State Grant	$	27,532	$	-	$	-	$	-

CIP by Projects
Fiscal Year 2024-2025

Acct. No.	Project Title	Fund	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
	Total RMC Grant		**$ 27,532**	**$ -**	**$ -**	**$ -**
400-5608	Energy Efficiency Project	Capital Proj.	$ 1,225,534	$ -	$ 31,200	$ -
	Total Energy Efficiency Project		**$ 1,225,534**	**$ -**	**$ 31,200**	**$ -**
100-5609	Council Chamber Renovation	General Fund	$ -	$ 940,200	$ -	$ 300,000
263-5609	Council Chamber Renovation	ARPA	88,123	-	-	-
	Total Council Chamber Renovation		**$ 88,123**	**$ 940,200**	**$ -**	**$ 300,000**
263-5610	Nature Park Renovation	ARPA	$ 154,148	$ -	$ -	$ -
	Total Nature Park Renovation		**$ 154,148**	**$ -**	**$ -**	**$ -**
400-5611	Old Valley Parcel Purchase	Capital Proj.	$ 526,743	$ -	$ -	$ -
	Total Old Valley Parcel Purchase		**$ 526,743**	**$ -**	**$ -**	**$ -**
203-5612	High Vis Crosswalk-Old Valley/First	Measure M	$ -	$ 85,000	$ 173,900	$ -
220-5612	High Vis Crosswalk-Old Valley/First	TDA	-	-	42,300	-
	Total High Vis Crosswalk-Old Valley/First		**$ -**	**$ 85,000**	**$ 216,200**	**$ -**
202-5613	HAWK Signal-Hacienda/Pritchard	RMRA/SB1	$ -	$ -	$ 55,000	$ -
203-5613	HAWK Signal-Hacienda/Pritchard	Measure M	-	305,000	200,000	25,000
	Total HAWK Signal-Hacienda/Pritchard		**$ -**	**$ 305,000**	**$ 255,000**	**$ 25,000**
100-5614	Park Activity Center	General Fund	$ -	$ -	$ -	$ 197,800
280-5614	Park Activity Center	State Grant	-	-	-	3,950,000
	Total Park Activity Center		**$ -**	**$ -**	**$ -**	**$ 4,147,800**
284-5615	Inyo St. Storm Drain & Drywell	Measure W	$ -	$ -	$ 75,000	$ 500,000
	Total Inyo St. Storm Drain & Drywell		**$ -**	**$ -**	**$ 75,000**	**$ 500,000**
100-5617	Animal Shelter/Kennel	General Fund	$ -	$ -	$ -	$ 640,000
	Total Animal Shelter/Kennel		**$ -**	**$ -**	**$ -**	**$ 640,000**
283-5618	Dog Park-Old Valley Blvd.	Measure A	$ -	$ -	$ -	$ 750,000
	Total Dog Park-Old Valley Blvd.		**$ -**	**$ -**	**$ -**	**$ 750,000**
202-5619	Local Streets Slurry Seal	RMRA/SB1	$ -	$ -	$ -	$ 250,000
	Total Local Streets Slurry Seal		**$ -**	**$ -**	**$ -**	**$ 250,000**

CIP by Projects
Fiscal Year 2024-2025

Acct. No.	Project Title	Fund	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
202-5620	ATP Cycle 6	RMRA/SB1	$ -	$ -	$ -	$ 100,000
	Total ATP Cycle 6		**$ -**	**$ -**	**$ -**	**$ 100,000**
	GRAND TOTAL		**$ 7,161,814**	**$ 8,482,800**	**$ 8,364,100**	**$ 7,222,800**

CIP by Fund
Fiscal Year 2024-2025

Acct. No.	Project Title	Fund	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
100-5596	Park Improvements	General Fund	$ 380,399	$ 220,000	$ 370,000	$ -
100-5609	Council Chamber Renovation	General Fund	-	940,200	-	300,000
100-5614	Park Activity Center	General Fund	-	-	-	197,800
100-5617	Animal Shelter/Kennel	General Fund	-	-	-	640,000
	Total General Fund		**$ 380,399**	**$ 1,160,200**	**$ 370,000**	**$ 1,137,800**
200-5514	ADA Transition Plan Implementation	Gas Tax	$ -	$ 20,000	$ -	$ 10,000
	Total Gas Tax		**$ -**	**$ 20,000**	**$ -**	**$ 10,000**
202-5598	Local Streets Pavement Resurfacing	RMRA/SB1	$ 6,560	$ 2,968,000	$ 2,794,600	$ 300,000
202-5613	HAWK Signal-Hacienda/Pritchard	RMRA/SB1	-	-	55,000	-
202-5619	Local Streets Slurry Seal	RMRA/SB1	-	-	-	250,000
202-5620	ATP Cycle 6	RMRA/SB1	-	-	-	100,000
	Total RMRA/SB1		**$ 6,560**	**$ 2,968,000**	**$ 2,849,600**	**$ 650,000**
203-5586	Crosswalk Enhancements (8 locations)	Measure M	$ 26,336	$ 307,300	$ 435,900	$ -
203-5590	Concrete Repairs - Various Locations	Measure M	18,866	-	175,000	-
203-5598	Local Streets Pavement Resurfacing	Measure M	-	225,000	224,900	-
203-5601	Unruh Wall-Amar to Flynn	Measure M	151,749	-	-	-
203-5612	High Vis Crosswalk-Old Valley/First	Measure M	-	85,000	173,900	-
203-5613	HAWK Signal-Hacienda/Pritchard	Measure M	-	305,000	200,000	25,000
	Total Measure M		**$ 196,951**	**$ 922,300**	**$ 1,209,700**	**$ 25,000**
205-5586	Crosswalk Enhancements (8 locations)	Measure R	$ -	$ 190,300	$ 290,300	$ -
205-5598	Local Streets Pavement Resurfacing	Measure R	-	214,000	213,900	-
205-5601	Unruh Wall-Amar to Flynn	Measure R	347,607	-	-	-
	Total Measure R		**$ 347,607**	**$ 404,300**	**$ 504,200**	**$ -**
210-5547	Bus Shelter Replacement/Refurbishment	Prop A	$ 421,464	$ -	$ -	$ -
	Total Prop A		**$ 421,464**	**$ -**	**$ -**	**$ -**
215-5587	Major Street Resurfacing	Prop C	$ 118,900	$ -	$ -	$ -
215-5598	Local Streets Pavement Resurfacing	Prop C	-	1,052,900	1,522,700	200,000
	Total Prop C		**$ 118,900**	**$ 1,052,900**	**$ 1,522,700**	**$ 200,000**
220-5590	Concrete Repairs - Various Locations	TDA	$ -	$ -	$ 56,200	$ -
220-5612	High Vis Crosswalk-Old Valley/First	TDA	-	-	42,300	-
	Total TDA		**$ -**	**$ -**	**$ 98,500**	**$ -**
230-5586	Crosswalk Enhancements (8 locations)	HSIP	$ 4,105	$ 706,000	$ 706,000	$ -
	Total HSIP		**$ 4,105**	**$ 706,000**	**$ 706,000**	**$ -**

CIP by Fund
Fiscal Year 2024-2025

Acct. No.	Project Title	Fund		FY 2022-2023 Actual		FY 2023-2024 Adopted Budget		FY 2023-2024 Estimated		FY 2024-2025 Proposed Budget
263-5609	Council Chamber Renovation	ARPA	$	88,123	$	-	$	-	$	-
263-5610	Nature Park Renovation	ARPA		154,148		-		-		-
	Total ARPA		**$**	**242,271**	**$**	**-**	**$**	**-**	**$**	**-**
280-5547	Bus Shelter Replacement/Refurbishment	State Grant	$	40,000	$	-	$	-	$	-
280-5606	Park and Rec Grant	State Grant		3,339,208		332,900		109,800		-
280-5607	RMC Grant	State Grant		27,532		-		-		-
280-5614	Park Activity Center	State Grant		-		-		-		3,950,000
	Total State Grant		**$**	**3,406,740**	**$**	**332,900**	**$**	**109,800**	**$**	**3,950,000**
283-5618	Dog Park-Old Valley Blvd.	Measure A	$	-	$	-	$	-	$	750,000
	Total Measure A		**$**	**-**	**$**	**-**	**$**	**-**	**$**	**750,000**
284-5615	Inyo St. Storm Drain & Drywell	Measure W	$	-	$	-	$	75,000	$	500,000
	Total Measure W		**$**	**-**	**$**	**-**	**$**	**75,000**	**$**	**500,000**
400-5608	Energy Efficiency Project	Capital Proj.	$	1,225,534	$	-	$	31,200	$	-
400-5611	Old Valley Parcel Purchase	Capital Proj.		526,743		-		-		-
	Total Capital Proj.		**$**	**1,752,277**	**$**	**-**	**$**	**31,200**	**$**	**-**
405-5598	Local Streets Pavement Resurfacing	2019A Cap. Proj.	$	142,270	$	683,000	$	668,600	$	-
	Total 2019A Cap. Proj.		**$**	**142,270**	**$**	**683,000**	**$**	**668,600**	**$**	**-**
410-5598	Local Streets Pavement Resurfacing	2019B Cap. Proj.	$	142,270	$	233,200	$	218,800	$	-
	Total 2019B Cap. Proj.		**$**	**142,270**	**$**	**233,200**	**$**	**218,800**	**$**	**-**
	GRAND TOTAL		**$**	**7,161,814**	**$**	**8,482,800**	**$**	**8,364,100**	**$**	**7,222,800**

Summary of Capital Improvement Projects
Fiscal Year 2024-2025 Funding Sources

Acct. No.	Project Title	FY 2022-2023 Actual	FY 2023-2024 Adopted Budget	FY 2023-2024 Estimated	FY 2024-2025 Proposed Budget
100	General Fund	$ 380,399	$ 1,160,200	$ 370,000	$ 1,137,800
200	Gas Tax	-	20,000	-	10,000
202	RMRA/SB1	6,560	2,968,000	2,849,600	650,000
203	Measure M	196,951	922,300	1,209,700	25,000
205	Measure R	347,607	404,300	504,200	-
210	Prop A	421,464	-	-	-
215	Prop C	118,900	1,052,900	1,522,700	200,000
220	TDA	-	-	98,500	-
230	HSIP	4,105	706,000	706,000	-
263	ARPA	242,271	-	-	-
280	State Grant	3,406,740	332,900	109,800	3,950,000
283	Measure A	-	-	-	750,000
284	Measure W	-	-	75,000	500,000
400	Capital Proj.	1,752,277	-	31,200	-
405	2019A Cap. Proj.	142,270	683,000	668,600	-
410	2019B Cap. Proj.	142,270	233,200	218,800	-
	Total Funding Sources	**$ 7,161,814**	**$ 8,482,800**	**$ 8,364,100**	**$ 7,222,800**

15900 E. MAIN STREET
LA PUENTE, CA 91744
626-855-1500

RESOLUTION NO. 24-5880

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA PUENTE, CALIFORNIA, APPROVING THE PROPOSED BUDGET AND CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEAR 2024-2025

WHEREAS, in accordance with Section 2.08.060 of the La Puente Municipal Code, the City Manager has prepared and submitted to the City Council the Fiscal Year 2024-2025 Proposed Budget and Capital Improvement Program; and

WHEREAS, the City Council, as the legislative body of the City, has reviewed and accepted the Proposed Budget and Capital Improvement Program; and

WHEREAS, the City Council has determined that it is necessary for the efficient management of the City that certain sums of revenue of the City be appropriated to the various departments and activities of the City.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LA PUENTE HEREBY FINDS, DETERMINES AND RESOLVES AS FOLLOWS:

Section 1. That certain document on file in the office of the City Clerk of the City of La Puente marked and designated "FY 24-25 Budget Book - Proposed" has been prepared and submitted by the City Manager, and accepted by the City Council, and is hereby adopted.

Section 2. That the amounts designated, on file in the City Clerk's office and incorporated herein by reference are hereby appropriated from the revenue and unappropriated fund balance of the City of La Puente to the department, fund or activity of the City for which they are designated, and such appropriation shall be neither increased nor decreased except as provided herein.

Section 3. That the legal level of budgetary control shall be at the fund level and total appropriations for each fund may only be increased or decreased by the City Council by passage of a resolution amending the budget.

Section 4. That the following controls are hereby placed on the use and transfer of budget funds:

A. No expenditure of funds shall be authorized unless sufficient funds have been appropriated by the City Council or City Manager as described below:

i. The City Manager may authorize all transfers of funds from account to account within any department.

ii. The City Manager may authorize transfers of funds between departments within the same fund.

iii. The City Manager may delegate to Department Heads the authority to make budget transfers within their own departments.

iv. The City Manager may authorize budget adjustments involving offsetting revenues and expenditures; the City Manager may authorize increases or decreases in an appropriation for a specific purpose where the appropriation is offset by unbudgeted revenue, which is designated for said specific purpose.

B. The City Manager may authorize the expenditure of funds for purchasing and contracts in conformance with Section 2.20 (Purchasing) of the La Puente Municipal Code.

C. The City Manager may authorize change orders on public works contracts in amounts not to exceed ten percent (10%) of contract amounts if sufficient appropriated funds are available.

Section 6. The provisions of this Resolution are severable and if any provision, clause, sentence, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstances, such illegality, invalidity, unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, sections, words or parts thereof of the Resolution or their applicability to other persons or circumstances.

Section 7. That the City Clerk shall certify to the adoption of this Resolution and that the same shall be in full force and effect.

PASSED, APPROVED AND ADOPTED this 14th day of June, 2024, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

Gabriel Quiñones, Mayor

ATTEST:

Martha Torres, MPA, City Clerk

RESOLUTION NO. 24-5881

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA PUENTE, CALIFORNIA ADOPTING THE CITY'S FISCAL YEAR 2024-2025 GANN APPROPRIATION LIMIT, AND ESTABLISHING CONTROLS ON CHANGES IN APPROPRIATIONS FOR THE VARIOUS FUNDS

WHEREAS, the appropriations limit for the fiscal year 2023-2024 was $121,752,100; and

WHEREAS, the City of La Puente has complied with all the provisions of Article XIIIB of the California Constitution in determining the appropriations limit for Fiscal Year 2024-2025.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LA PUENTE DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

<u>Section 1.</u> That the City of La Puente's Appropriation Limit (Exhibit A) in fiscal year 2024-2025 shall be $126,171,702. The proceeds of taxes are $17,637,100 and are below the appropriation limit. There is no excess of taxes over the appropriation limit.

PASSED, APPROVED and ADOPTED this 14th day of June, 2024, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

____
Gabriel Quiñones, Mayor

ATTEST:

____
Martha Torres, MPA, City Clerk

Gann Appropriations Limit
Fiscal Year 2024-2025

FY 2023-2024	Appropriations Limit, as adjusted			$	121,752,100
	Change in state Per Capita Income (cost of living factor)		%		3.6200
	Change in County of Los Angeles population		%		0.005
	Calculation of factor	(1.0362 x 100.005)	=		1.0363
FY 2024-2025	**Appropriations Limit**		=	$	126,171,702
FY 2024-2025	Proceed of Taxes			$	17,637,100
FY 2024-2025	Amount Under Appropriations Limit			$	108,534,602

The establishment of the appropriations limit for the following fiscal year is required by each agency per Article XIII B of the California Constitution-Gann Initiative. The City can select the larger of the percentage growth of the City or County for growth. Also, the City can select the larger of the percentage increase in the State's per capita income or the increase in the City's new construction nonresidential assessed valuation can be utilized for inflation. The following are the rates provided by Department of Finance, County Assessor Office and HdL Coren & Cone.

Change in Population Growth (Dept. of Finance)	
City of La Puente	-0.190%
County of Los Angeles	0.005%
Change in State's Per Capita Income	3.620%
Change in City's new construction nonresidential assessed valuation	2.730%

Proceeds of Taxes
Fiscal Year 2024-2025

Proceeds of Taxes		Budget
Sales & Use Tax	$	7,182,800
Franchise Tax		1,305,300
Transient Occupancy Tax		280,000
Property Transfer Tax		60,000
Business License Tax		92,000
Property Tax		8,494,600
Landscape Maintenance		10,000
Interest Earnings on Tax Proceeds		212,400
Total Proceeds of Taxes	**$**	**17,637,100**

Calculation of Interest Earnings:		
Total Proceed of Taxes w/o interest earnings		17,424,700
Total Revenues		34,868,800
Less: Total Interest		425,100
		34,443,700
Tax Proceeds as % of Budget		49.97%
Total Interest Earnings		425,100
Interest Earned from Taxes	**$**	**212,432**

RESOLUTION NO. 24-5882

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA PUENTE, CALIFORNIA, RESCINDING RESOLUTION NO. 24-5871, AND AMENDING THE COMPREHENSIVE PERSONNEL SYSTEM AND ESTABLISHING AUTHORIZED PART-TIME POSITIONS AND HOURLY RATES FOR CITY EMPLOYEES

WHEREAS, the City Council wishes to amend and establish part-time positions and hourly rates for City employees for the 2024-2025 Fiscal year, effective July 1, 2024.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LA PUENTE HEREBY FINDS, DETERMINES AND RESOLVES AS FOLLOWS:

SECTION 1. The above recitals are true and correct and are incorporated herein by reference.

SECTION 2. Effective July 1, 2024, Resolution 24-5871 is hereby rescinded.

SECTION 3. Hourly part-time employees shall be compensated at a rate fixed per the following schedule:

Classified Positions (Part-Time) Non-Exempt	Hourly Rates Steps A - E
Management Intern	15.80 – 18.29
Community Services Leader	15.80 – 18.29
Office Assistant	15.80 – 19.21
Community Service Specialist	16.59 – 20.17
Parking Control Specialist	18.29 – 22.23
Maintenance Assistant	19.21 – 23.35
Office Specialist	20.17 – 24.51
Concession & Event Specialist	20.17 – 24.51
Maintenance Worker	22.23 – 27.03
Code Enforcement Officer	25.74 – 31.29
Assistant City Engineer	48.53 – 58.99

SECTION 4. The activity level of part-time positions must fall within the amount appropriated by the City Council set each fiscal year.

SECTION 5. If any provision, clause, section or part of this Resolution is found to be unconstitutional, illegal or invalid, such finding shall affect only such provision, sentence, clause, section or part, and shall not affect or impair any of the remaining parts.

SECTION 6. That the City Clerk shall certify to the adoption of this Resolution and that the same shall be in full force and effect.

PASSED, APPROVED AND ADOPTED this 14^{th} day of June, 2024, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

____
Gabriel Quiñones, Mayor

ATTEST:

____
Martha Torres, MPA, City Clerk

RESOLUTION NO. 24-5883

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA PUENTE, CALIFORNIA, RESCINDING RESOLUTION NO. 24-5850, AND AMENDING THE COMPREHENSIVE PERSONNEL SYSTEM AND ESTABLISHING THE NUMBER OF AUTHORIZED FULL-TIME POSITIONS AND MONTHLY SALARY RANGES FOR CITY EMPLOYEES

WHEREAS, the City Council wishes to rescind Resolution 24-5850 and to establish the number of authorized full-time positions and monthly salary ranges for City employees for the 2024-2025 fiscal year, effective July 1, 2024.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LA PUENTE HEREBY FINDS, DETERMINES AND RESOLVES AS FOLLOWS:

SECTION 1. Effective July 1, 2024, Resolution 24-5850 is hereby rescinded.

SECTION 2. Effective July 1, 2024, the salary ranges and position titles of Unclassified Exempt, Exempt At-Will, Classified Exempt authorized positions are as follows:

A.	Unclassified Management Exempt Positions	Authorized Positions	Range	Monthly Salary Steps A - E
	City Manager	1	Contract	21,155

B.	Exempt At-Will	Authorized Positions	Range	Monthly Salary Steps A – G
	Director of Administrative Services	1	A11	13,682 – 18,759
	Director of Development Services	1	A10	13,031 – 17,866
	Chief/Director of Public Safety	1	A10	13,031 – 17,866
	Director of Community Services	1	A8	11,282 – 15,468
	Assistant City Engineer	1	A4	8,448 – 11,582
	City Clerk	1	A4	8,448 – 11,582
	Finance Manager	1	A4	8,448 – 11,582
	Planning Manager	1	A3	7,895 – 10,825

C. Classified Exempt Positions	Authorized Positions	Range	Monthly Salary Steps A – F
Senior Planner	1	E8	7,135 – 9,106
Maintenance Superintendent	1	E8	7,135 – 9,106
Senior Code Enforcement Supervisor	1	E8	7,135 – 9,106
Communications/Information Technology Analyst	1	E6	6,472 – 8,260
Principal Accountant	1	E6	6,472 – 8,260
Associate Planner	1	E6	6,472 – 8,260
Code Enforcement Supervisor	2	E6	6,472 – 8,260
Community Engagement Supervisor	1	E5	6,163 – 7,866
Management Analyst	1	E5	6,163 – 7,866
Maintenance Supervisor	1	E5	6,163 – 7,866
Community Outreach Program Supervisor	1	E5	6,163 – 7,866
Assistant Planner	1	E4	5,870 – 7,492
Management Assistant	1	E2	5,324 – 6,795
Concession and Event Supervisor	1	E2	5,324 – 6,795

SECTION 4. Effective July 1, 2024, the salary ranges and position titles of Classified Non-Exempt authorized positions are as follows:

D. Classified, Non-Exempt Positions	Authorized Positions	Range	Monthly Salary Step A - E
Grants & Housing Analyst *NR**	1	N23	5,987 – 7,641
Community Services Supervisor	1	N21	5,430 – 6,931
Community Services Coordinator	2	N20	5,172 – 6,601
Accounting Technician II	1	N20	5,172 – 6,601
Administrative Assistant	1	N19	4,926 – 6,287
Maintenance Lead	1	N19	4,926 – 6,287
Code Enforcement Officer	4	N19	4,926 – 6,287
Park Maintenance Worker	2	N19	4,926 – 6,287
Accounting Technician	1	N18	4,691 – 5,987
Community Outreach Program Coordinator	5	N18	4,691 – 5,987
Information Technology Technician	1	N18	4,691 – 5,987
Maintenance Worker	6	N17	4,468 – 5,702
Accounting Assistant	2	N16	4,255 – 5,430
Community Services Specialist	2	N15	4,052 – 5,172
Office Specialist	1	N12	3,500 – 4,468

**NR – Not Represented*

SECTION 6. The provisions of this Resolution are severable and if any provision, clause, sentence, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstances, such illegality, invalidity, unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, sections, words or parts thereof of the Resolution or their applicability to other persons or circumstances.

SECTION 7. That the City Clerk shall certify to the adoption of this Resolution and that the same shall be in full force and effect.

PASSED, APPROVED AND ADOPTED this 14th day of June, 2024, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

____
Gabriel Quiñones, Mayor

ATTEST:

____
Martha Torres, MPA, City Clerk

Finance Manager

Department/Division:	Administrative Services/Finance
Reports To:	Director of Administrative Services
Provides Direction To:	IT/Communications Analyst, Accounting Technician II, Accounting Technician, IT Technician, Accounting Assistants
FLSA Exemption Status:	Exempt
Employment Exemption Status:	At-Will
Date Prepared:	June 14, 2024

GENERAL PURPOSE

Under administrative direction, plans, manages, and coordinates general ledger accounting, fiscal reporting, and subsidiary accounting; supervises, coordinates, and evaluates the work of work of accounting staff; and performs other related duties as assigned.

DISTINGUISHING CHARACTERISTICS

The Finance Manager is distinguished from the Principal Accountant by its greater functional responsibilities, specialized knowledge, decision-making authority, and breadth of supervision. The Finance Manager is differentiated from the Director of Administrative Services, which has broader accountability for City administrative services, interfaces with the City Manager and department heads, management of department staff, and related planning decisions.

ESSENTIAL FUNCTIONS

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the class.

1. Prepares and enters month-end and year-end journal entries and prepare monthly financial reports; reviews monthly bank reconciliations.

2. Reviews Daily Cash Management Report and reviews and recommends fund transfers; manages investment portfolio.

3. Reviews and approves vendor accounts payable invoices and the weekly warrant register; reviews semi-monthly payroll registers for completeness and accuracy.

4. Plans, coordinates, and oversees work assignments for accounting and other assigned support staff; conducts performance evaluations.

ATTACHMENT F

ESSENTIAL FUNCTIONS (continued)

5. Coordinates annual budget process in cooperation with City departments; prepares department budget and staff reports and tracks variance during the year.

6. Coordinates and conducts internal audits of accounting transactions for accounts payable, accounts receivable, business licenses and cash reporting and related journals.

7. Prepares Annual Comprehensive Financial Report and external independent audit for conformance with internal control procedures and proper financial reporting.

8. Reviews accounts payable, accounts receivable, cash receipting, and business license reports and payroll registers.

9. Oversees the information technology function; coordinates workflow and establishes priorities for service delivery; provides direction regarding computer hardware, software, networks, and contract services; interfaces with other departments to ensure functionality of information systems; develops short and long-term plans and strategies.

10. Oversees the preparation of compliance reports, quarterly progress reports, financial status reports, semi-annual reports and close-out reports for annual fund reports for CalHome, CDBG, PLHA and other grant or appropriation funded programs; establishes and maintains relationships with federal, State, and County officials regarding program standards and requirements; coordinates semi-annual audits.

11. Supervises and reviews the preparation of revenue and expenditure estimates for CDBG, PLHA, CalHome and other grant funded programs; and reviews and monitors spreadsheets to track receivables and expenditures.

12. Reviews and approves coding of invoices and expense reimbursements for reimbursement purposes.

13. Provides staff support to the Director of Administrative Services; participates on a variety of committees; prepares staff reports and other necessary correspondence.

QUALIFICATIONS GUIDELINES

Knowledge of:

Generally Accepted Accounting Principles and Practices (GAAP); Government Accounting Standards Board (GASB) pronouncements; local government accounting practices; general ledger, payroll, accounts payable, accounts receivable, and cash receipting functions and procedures; cash management practices; purchasing procedures; modern financial accounting and payroll recordkeeping practices and accounting software applications; basic information technology concepts; supervisory methods and techniques.

Ability to:

Plan, manage, coordinate, supervise, and evaluate accounting and other assigned support positions; organize, prioritize, and complete accounting reports and records within deadlines; analyze, develop, interpret, and explain accounting policies and procedures; prepare and maintain accurate financial records and reports; communicate effectively, both orally and in writing; establish and maintain effective interactions with staff, management, auditors, contractors, vendors, and other public and private representatives; maintain confidentiality of personnel and payroll records; operate computer hardware and modern office equipment; use spreadsheet, database, word processing, and specialized accounting software programs.

Core Values:

The position is expected to demonstrate commitment to the City's core values commensurate with the job responsibilities, which include fiscal sustainability, honesty and integrity, diversity, quality of life, professionalism, transparency, and planning for the future.

Education/Training/Experience:

Bachelor's Degree from an accredited four-year college or university with a major in Accounting, Finance, Business Administration, or a related field is required. Five years of professional and progressively responsible experience in governmental accounting work is required, including at least two years in a supervisory capacity in municipal finance.

Licenses, Certificates; Special Requirements:

Valid Class C California driver's license, acceptable driving record, and proof of insurance in compliance with the City's Vehicle Insurance Policy standards.

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Ability to work extended hours in order to complete projects, attend meetings, and accommodate City needs is required.

In accordance with California Government Code Section 3100, City of La Puente employees, in the event of a disaster, are considered disaster service workers and may be asked to protect the health, safety, lives, and property of the people of the State.

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands and work environment described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands

While performing the duties of this class, the employee is constantly required to sit, and occasionally to stand and walk. Finger dexterity and light grasping is required to handle, feel, or operate computer hardware and standard office equipment; and reach with hands and arms above and below shoulder level. The employee occasionally bends, stoops, lifts, and carries records and documents, typically weighing less than 20 pounds.

Sensory demands include the ability to see within the normal range, talk, and hear, and use electronic touch keypads.

Mental Demands

While performing the duties of this class, the employee is regularly required to use oral and written communication skills; read and interpret accounting and financial data; thoroughly analyze problems, develop strategies, and solve problems; exercise sound judgment in the absence of specific guidelines; use math and mathematical reasoning; establish priorities, work on multiple assignments and projects concurrently, and meet deadlines given frequent interruptions; and interact appropriately with staff, management, vendors, contractors, auditors, general public, and others in the course of work.

WORK ENVIRONMENT

The employee frequently works in an office environment with controlled temperature settings. The noise level is moderate, typically below 70 decibels.

Occasional driving is required to attend meetings at various City facilities and training and meeting sites.

Community Outreach Program Supervisor

Department/Division:	City Manager/Department of Public Safety Services
Reports To:	City Manager/Chief of Public Safety
Provides Direction To:	Community Outreach Program Coordinator
Exemption Status:	Classified Exempt
Date Prepared:	June 14, 2024

GENERAL PURPOSE

Under general direction of the Chief of Public Safety and/or City Manager; the Community Outreach Program Supervisor is responsible for overseeing the planning and delivery of resources, services, job training, and personal development coaching that are provided to residents who are experiencing homelessness, mental health problems, and addiction battles through direct outreach activities conducted in the field. The Community Outreach Program Supervisor establishes partnerships with multiple agencies, community programs, volunteer programs, and other programs/agencies that assist in the navigation and facilitation of resources and services to residents.

CLASS CHARACTERISTICS

The Community Outreach Program Supervisor is distinguished from the Community Outreach Program Coordinator by managing and scheduling cases/ operations, and creating a comprehensive plan that effectively provides services to residents experiencing varied personal hardships. This position will coordinate with the Los Angeles County Sheriff's Department service area deputies, other local law enforcement resources, and other programs/agencies to provide safe experiences and a coordinated response to these issues of providing assistance, compassion, and positive outcomes. This position is expected to develop and implement strategic plans to combat, prevent, and address the hardships and disparaties experienced by residents in the City.

ESSENTIAL FUNCTIONS

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the class.

1. Directs and strategizes the development and implementation of the City's therapeutics programs (homelessness, mental health, and addiction).

2. Establishes relationships and/or partnerships with various internal and external stakeholders to create value for the City and enhance understanding of organizational, program, and system issues.

3. Coordinates and oversees case management services, including referrals to community resources that will assist in addressing homelessness, substance abuse, and physical, mental health and other needs including financial assistance, legal aid, housing, job placement and/or education and training; helps remove barriers to the utilization of health care services.

4. Schedules and supervises program and community outreach activities.

5. Facilitates, plans, and prepares materials for educational sessions given to clients and/or community members about homelessness, substance abuse, mental health and/or available community resources.

6. Engage with stakeholders to develop and strategize comprehensive plans to provide effective assistance.

7. Serves as City Liaison regarding homeless issues and represents the City to various entities, service providers, local businesses, law enforcement, and organizations that work to prevent and end homelessness and other related issues.

8. Develops and conduct surveys; as well as performs research to identify, track, and report homelessness data and activity.

9. Schedules, creates agendas/materials for, and leads multi-agency meetings/training.

10. Oversees research, data analysis, and case management support collection efforts to document program progress.

11. Establishes, maintains, and enhances cooperative relationships with City departments, local service providers, and the homeless community.

12. Communicates, coordinates, and collaborates with community substance abuse and mental health providers to ensure seamless referral services and ongoing case management.

13. Oversees preparation of case-related reports including but not limited to demographics, outcomes, successes, and challenges.

14. Develops strategies that enhance and improve utilized systems, processes, and programs.

15. Directs and facilitates the implementation of City initiatives relating to outreach and street-based homelessness.

ESSENTIAL FUNCTIONS (continued)

16. Prepares and presents periodic reports, as necessary or requested, to track the accomplishment of strategic goals, evaluate work performed, and systematically report outcomes to the Chief of Public Safety, City Manager, and City Council.

17. Oversees linkages to resources available for the homeless population.

18. Ensures that the comprehensive resource base for homeless services and referrals is maintained and up-to-date.

19. Implements that use of community resources that benefit residents experiencing homelessness.

20. Performs other duties as they relate to social and behavioral welfare.

QUALIFICATIONS GUIDELINES

Knowledge of:

Expert knowledge of service provision to the therapeutics programs; working knowledge of social, economic and political issues relevant to low-income communities; and trends in the field of homeless and social services; The principles and practices of homeless services strategies, program administration and resources; Community outreach, advocacy and public education; Organizational and management principles; The principles and practices of researching and analyzing the economic feasibility of programs and projects; Methods of financing homelessness projects; The principles and practices of Request for Proposal/Qualification planning, development, administration, evaluation, and contract development; The principles and practices of grant writing, application, and administration; Marketing, public information, and promotional techniques used in therapeutic programs; The principles of work plan development and implementation; The functions and relationships between private and public sector groups that serve the therapeutic programs.

Ability to:

Supervise, plan, organize, assign, and review the work of full-time staff; assess community needs and evaluate programs using outcome data to determine effectiveness of program components and recommend program modifications as necessary; Plan, organize and promote program strategies, programs and related activities; Research, analyze and prepare technical funding proposals, contracts, and financial reports; Research, analyze, interpret and present findings on complex data, documents, technical studies, and other data and documents related to homelessness projects and programs; Administer grant and contract activities to ensure compliance; Establish and maintain cooperative working relationships with City and County officials and private and public entities; Evaluate and recommend changes to policies, practices, and procedures; Analyze problems and identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals; Interpret and apply federal, state and local policies, laws, rules, and regulations; Work effectively with business leaders, financial institutions, citizen groups and department managers; Work effectively in time-sensitive situations to meet deadlines; coordinate multiple projects and complex tasks concurrently; Exercise sound independent judgment and demonstrate initiative and creativity, with minimal supervision; Communicate complex material clearly, logically, and concisely, both orally and in writing, including public presentations to large and small audiences; Proficiently use work-related computer applications such as Microsoft Windows, Word, Excel, Outlook, database management and internet communications.

Education/Training/Experience:

Equivalent experience, on the job exposure, or demonstrated capabilities that would be the equivalent of education obtained in possessing a bachelor's degree from an accredited four-year college or university with major coursework in social work, behavioral health, business administration, public administration, human resources, criminal justice, or other research-intensive fields.

Two years of experience working with the homeless population or at-risk population in a capacity that would demonstrate knowledge for what is expected in delivering resources and assistance to assist those in need.

Two years of responsible administrative, analytical and/or budgetary experience that could be incorporated into the review and assessment of programs that currently exist in the City, County, and State.

Licenses, Certificates; Special Requirements:

Ability to complete the American Red Cross or equivalent CPR, AED, and First Aid Certification within six months of assignment to the position.

A valid Class C California driver's license and the ability to maintain insurability under the City's Vehicle Insurance Policy.

May be required to work a varied schedule of hours that may include early mornings, evenings, weekends, and holidays.

In accordance with California Government Code Section 3100, City of La Puente employees, in the event of a disaster, are considered disaster service workers and may be asked to protect the health, safety, lives, and property of the people of the State.

Physical Demands

While performing the duties of this class, the employee is required to sit, stand, and walk, as well as bend, stoop, crouch, and squat in the performance of daily activites. Finger dexterity and light grasping are required to handle, feel, or operate computer hardware and standard office equipment; and reach with hands and arms above and below shoulder level. The employee occasionally bends, stoops, lifts, and carries records and documents, typically weighing less than 20 pounds. Sensory demands include the ability to see within the normal range, talk, and hear, and use electronic touch keypads.

Mental Demands

While performing the duties of this class, employees are regularly required to use written and oral communication skills; read and interpret data, information and documents; analyze and solve problems; observe and interpret situations; learn and apply new information or skills; work with frequent interruptions; and interact with staff, management, contract instructors, vendors, the public, and others encountered in the course of work. In addition, employees are required to navigate interpersonal conflicts in an empathetic and efficient manner.

WORK ENVIRONMENT

The employee works in both office and field settings. Frequent travel is required to attend public and private events as well as user group and public meeting sites. This position will require coordinating fieldwork with Los Angeles County Sherriff's Department personnel and will require direct contact with the homeless population and other at-risk persons.

Information Technology Technician

Department/Division:	Administrative Services/City Manager's Office
Reports To:	Finance Manager and/or Director of Administrative Services and/or City Manager
Provides Direction To:	Not Applicable
FLSA Exemption Status:	Classified Non-Exempt
Date Prepared:	June 14, 2024

GENERAL PURPOSE

Under general direction of the Finance Manager and/or the Director of Administrative Services and/or the City Manager, coordinates with the IT/Communications Analyst to manage activities related to the support, deployment, configuration, and usage of departmental application systems, networks, computer hardware, and communications infrastructure. This includes assistance with implementation, management of interfaces, application configurations, system maintenance and repair, business process reviews and custom reporting.

DISTINGUISHING CHARACTERISTICS

Incumbents at this level perform the full range of duties as assigned, working independently and exercising judgment and initiative. Incumbents at this level are fully aware of the operating procedures and practices and receive only occasional instruction and assistance as new and unusual situations arise.

ESSENTIAL FUNCTIONS

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the class.

1. Based on area of assignment, develops, updates, maintains and/or enhances technology programs, services, equipment and solutions;

2. Responds to user requests; researches and analyzes processes, applications, system capabilities and limitations; defines user needs and requirements; handles helpdesk requests related to hardware and software issues;

3. Alongside the IT/Communication Analyst, monitors the operating performance and system availability of assigned hardware, software, websites, data, infrastructure, networking and communications systems; monitors network security and access; ensures operational effectiveness, security and data integrity; and performs testing, maintenance, upgrades and/or installations;

4. Researches and evaluates solutions; assists with the purchase and implementation of equipment, systems and other technology products;

5. Implements operating system and applications software upgrades and applications software;

6. Works with users to identify business procedures, workflows and problems; proposes, designs, and implements applications solutions;

7. Schedules, monitors, tests, and assists with the implementation of computer software applications;

8. Assists in designing and developing enterprise database systems; monitors the performance, integrity and security of application databases;

9. Designs, develops and maintains reports and dashboards based on business requirements;

10. Conducts network and systems analysis and programming; liaisons with City staff to troubleshoot hardware and software problems and provides solutions; monitors system activity and performance;

11. Assists in implementing new networks, including system topology, server configurations and standard information technology structure;

12. Implements operating system and applications software upgrades and applications software;

13. Performs scheduled operations and data back-ups including monitoring and adjusting system file limits and capacities as needed; regularly tests systems for backup processing and operational continuity;

14. Adheres to protocols and policies related to cybersecurity and internal controls;

15. Performs other duties as assigned.

QUALIFICATIONS GUIDELINES

Knowledge of: Windows operating systems and applications and database knowledge, including MS Office, MS SQL, Outlook, and other application software; working understanding of report writing, application interfaces, and data import/export methodologies; Understanding of system life cycle principles and methodologies. Principles of project management and application system security principles and best practices for ongoing system security.

Ability to: Apply technical, communication, analytical, and problem-solving skills to the analysis of business processes for business application software systems in order to improve productivity and efficiency in the organization's departments and be responsible for providing expert troubleshooting, resolution, and reporting on business application issues.

Education/Training/Experience: Completion of Certified Network Principles Certification or comparable, and at least 1 year of related professional experience. Must demonstrate competence in a Microsoft Windows environment with both end point and server configuration experience. Experience in minor hardware upgrades and repair of various computers, printers, communication devices (i.e cell phones, 2-way radios, other telephonic devices), and mobile devices is desirable. Experience with aerial drone operations is also desirable.

License, Certificates, Special Requirements: Due to the performance of some field duties which require the operation of a personal or City vehicle, a valid and appropriate California driver's license and an acceptable driving record are required. Incumbent should have the ability to obtain a Part 107 Drone Pilot License.

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Physical Demands

This position requires extensive and repetitive physical activity involving the arms, wrists, and hands, including writing, typing, and using a keyboard, as well as twisting, pulling, and pushing motions. The employee frequently bends, stoops, lifts, and carries computer and communications equipment typically weighing less than 50 lbs. It also requires physical abilities associated with the ability to read, write and communicate in a work environment requiring no extraordinary physical strength or other special physical qualifications.

Mental Demands

While performing the duties of this class, employees are regularly required to use written and oral communication skills; read and interpret data; analyze and solve problems; learn and apply new information; perform highly detailed work on multiple, concurrent tasks while meeting deadlines; interact with, staff, management, contractors, vendors, and the general public.

WORK ENVIRONMENT

The employee works in an office environment with controlled temperature settings but may frequently be called upon to engage in public events, set up of media and broadcasting capabilities at varied indoor and outdoor venues, or handle technical issues at varied locations in control room environments. The noise levels are typically moderate and typically below 70 decibels but may on occasion be increased significantly at events wherein recreational activities are taking place such as concerts or movies.

Grants and Housing Analyst

Department/Division:	Development Services/Housing
Reports To:	Director of Development Services
Provides Direction To:	Not Applicable
FLSA Exemption Status:	Classified Non-Exempt
Date Prepared:	June 14, 2024

GENERAL PURPOSE

Under general supervision, coordinates and assists in the administration of Community Development Block Grant (CDBG), Cal Home, Permanent Local Housing Allocation (PLHA) and other grant funds or appropriations sought after or received by the City and implements programs and projects; determines participant eligibility, conducts inspections, prepares reports, and maintains records required for reimbursement purposes; and performs other related duties as assigned.

DISTINGUISHING CHARACTERISTICS

The Grants and Housing Analyst is distinguished from administrative support classifications by its specialized knowledge of federal, state and county regulations and procedures, and complexity for applying problem-solving and analytical skills. The Grants and Housing Analyst is differentiated from the Director of Development Services which has a broader scope of functional responsibility for department programs and services, decision-making authority, and its leadership accountability for department-wide personnel, contracts, and budgets.

ESSENTIAL FUNCTIONS

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the class.

1. Coordinates the City's Community Development Block Grant (CDBG) and Cal Home funded loan programs as part of the City's Residential Housing Rehabilitation Program; answers counter questions and inquiries regarding grant, loan, and housing questions.

2. Assists with the preparation of grant or appropriation applications from various funding sources assists with composing and developing the parameters and implementation measures for new grants or appropriations received by the City.

ATTACHMENT I

ESSENTIAL FUNCTIONS (continued)

3. May assist in the pursuit of other federal and state grant funding; prepares and coordinates the preparation of complex grant or appropriation applications; and coordinates funding from various sources

4. Determines program eligibility for grant and loan applicants; conducts housing inspections and documents rehabilitation needs; develops and executes bid procedures; coordinates construction by contractors; prepares and submits loan documents to the escrow company; maintains project files.

5. Tracks, compiles and completes grant or appropriation applications for a variety of potential City funded programs and projects; assembles required documents, schedules, and certifications required for grant or appropriation submission and performance reporting purposes.

6. Coordinates City's annual programming of CDBG and PLHA funds and contract management with the Los Angeles County Community Development Authority.

7. Publishes hearing notices for public input; coordinates housing contracts and professional services agreements.

8. Prepares compliance reports, quarterly progress reports, financial status reports, semi-annual reports and close-out reports for annual fund reports for CalHome, CDBG, PLHA and other grant or appropriation funded programs; communicates with federal, State, and County officials regarding program standards and requirements; coordinates semi-annual audits.

9. Prepares staff reports and resolutions; conducts research for reports and other material used by City departments; presents recommendations to the Director of Development Services and City Manager.

10. Assists in preparing revenue and expenditure estimates for CDBG, PLHA, CalHome and other grant funded programs; and maintains and updates spreadsheets to track receivables and expenditures.

11. Monitors CDBG and Cal Home construction activity, reimbursement requests, and expenditures for conformance with federal and State requirements.

12. Administers PLHA first time homebuyer loans, including application review, loan underwriting, property qualification, escrow coordination, and loan closing.

13. This position may also assist with the development and construction of affordable housing projects with consultant teams, contractors, and other City staff.

ESSENTIAL FUNCTIONS (continued)

14. Processes invoices and expense reimbursements and codes and enters information for reimbursement purposes; maintains accounting records and files and provides requested reports to management.

15. Reviews and administers housing contracts and researches and reconciles billing errors and account questions.

16. Conducts and performs analysis for special projects; provides administrative assistance in implementation of special projects; coordinates special interdepartmental projects/studies

17. Notarizes legal documents needed for all City business-related matters.

QUALIFICATIONS GUIDELINES

Knowledge of:

Federal Housing and Urban Development Block Grant and Permanent Housing Local Allocation programs and State Cal Home Housing laws, regulations, and policies; federal and State Building and Safety Codes and related County regulations and municipal ordinances; construction practices; escrow procedures; loan and title procedures, budgeting practices; grant administration and reporting practices and procedures; contract administration practices; report presentation techniques; proper English usage, including spelling, grammar, and punctuation.

Ability to:

Coordinate housing rehabilitation and first time home buyers programs and conduct home site inspections; conduct research and analyze and interpret federal, State and county laws and regulations, construction agreements, escrow instructions, eligibility standards, and funding procedures pertaining to City programs; display strong project management skills and the ability to oversee and manage multiple projects simultaneously and be sensitive to deadlines and changing priorities, organize and prioritize work to meet deadlines; communicate effectively, orally and in writing; draft and present reports and maintain project and grant records; establish and maintain effective working relationships with staff, management, contractors, government officials, and the general public; operate modern office equipment and computer hardware and use word processing, spreadsheet, and accounting software.

Education/Training/Experience:

High school graduation or equivalent to GED is required, plus an Associate of Arts degree in public administration, urban planning, architecture, business, real estate, construction management or related field is required. Four years of administrative, analytical, and technical experience is required, preferably within local government.

Licenses; Certificates; Special Requirements:

Possession of a valid Class C California driver's license, acceptable driving record, and proof of auto insurance in compliance with the City's Vehicle Insurance Policy standards.

Ability to obtain Fair Housing Certification and Home Inspection Certification, and Certified Emergency Response (CERT) training. This position assignment requires attainment of and maintenance of Public Notary Certification.

In accordance with California Government Code Section 3100, City of La Puente employees, in the event of a disaster, are considered disaster service workers and may be asked to protect the health, safety, lives, and property of the people of the State.

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands

While performing the duties of this class, the employee is constantly required to sit, and occasionally to stand and walk. Finger dexterity and light grasping is required to handle, feel, or operate computer hardware and standard office equipment; and reach with hands and arms above and below shoulder level to access records. The employee occasionally bends, stoops, lifts, and carries records and documents, typically weighing less than 20 pounds.

Sensory demands include the ability to see within normal range, talk, and hear, and use electronic touch keypads.

Mental Demands

While performing the duties of this class, the employee is regularly required to use written and oral communication skills; read and interpret data, information, and documents; analyze and solve problems; observe and interpret situations; learn and apply new information or skills; perform highly detailed work; work on multiple, concurrent tasks; work with frequent interruptions; work under intensive deadlines; and interact with management, staff, government officials, consultants, the public, and others encountered in the course of work.

WORK ENVIRONMENT

The employee frequently works in an office environment with controlled temperature settings. The noise level is moderate, typically below 70 decibels.

Occasional driving is required to investigate property sites and complaints and the employee is exposed to traffic and outdoor weather.